



A meeting of **HUNTINGDONSHIRE DISTRICT COUNCIL** will be held in the **CIVIC SUITE (LANCASTER / STIRLING ROOMS), PATHFINDER HOUSE, ST MARY'S STREET, HUNTINGDON PE29 3TN** on **WEDNESDAY, 22 FEBRUARY 2023** at **7:00 PM** and you are requested to attend for the transaction of the following business:-

AGENDA

APOLOGIES

1. THOUGHT FOR THE DAY

Ms Christine Green to open the meeting with a Quaker 'Thought for the Day'.

Time Allocation: 5 Minutes.

2. MINUTES (Pages 7 - 18)

To approve as a correct record the Minutes of the meeting of the Council held on 15th December 2022.

Time Allocation: 2 Minutes.

3. MEMBERS' INTERESTS

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

Time Allocation: 2 Minutes.

4. CHAIR AND VICE-CHAIR'S ENGAGEMENTS AND ANNOUNCEMENTS (Pages 19 - 20)

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

Time Allocation: 5 Minutes.

5. RETIREMENT OF MANAGING DIRECTOR

On behalf of the Council, Members to propose a motion of thanks to the retiring Managing Director, Joanne Lancaster.

6. QUESTIONS BY MEMBERS OF THE PUBLIC

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

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

7. FINAL 2023/24 REVENUE BUDGET AND MEDIUM-TERM FINANCIAL STRATEGY (2024/25 TO 2027/28) (Pages 21 - 168)

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

- ❖ The 2023/24 Budget and Medium-Term Financial Strategy (MTFS) for the period 2024/25 to 2027/28
- ❖ The Fees and Charges Schedule for 2023/24
- ❖ The Treasury Management Strategy, the Capital Strategy and the Investment Strategy including the annual prudential indicators for 2023/24
- ❖ The Annual Minimum Revenue Provision (MRP) Statement 2023/24
- ❖ The formal resolution to determine the Council tax for 2023/24.

In accordance with Section 30 (2) of the Local Government Act 1992, the Council will be required to approve resolutions as to the levels of Council Tax in 2023/24.

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

(The reports were considered by the Cabinet at their meeting on 7th February 2023 and it was agreed that they should be recommended to Council for approval).

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

**15 Minutes Presentation
45 Minutes Debate & Questions**

Time Allocation: 60 Minutes.

8. CLIMATE STRATEGY (Pages 169 - 222)

The Executive Councillor for Climate and Environment, Councillor L Davenport-Ray to present the Council's Climate Strategy for approval.

(The Strategy was considered by the Cabinet at their meeting on 24th January 2023 and it was agreed that it should be recommended to Council for approval).

Time Allocation: 35 Minutes.

9. PAY POLICY STATEMENT 2023-24 (Pages 223 - 230)

In compliance with the requirements of Sections 38-43 of the Localism Act 2011, the Executive Councillor for Corporate and Shared Services, Councillor M Hassall to present the Pay Policy Statement to the Council for approval.

(The Statement was endorsed by the Employment Committee at their meeting on 8th February 2023 and it was agreed that it should be recommended to Council for approval).

Time Allocation: 5 Minutes.

10. APPOINTMENT OF INDEPENDENT MEMBERS TO THE CORPORATE GOVERNANCE COMMITTEE (Pages 231 - 238)

Councillor N Wells, Chair of the Corporate Governance Committee to present a report proposing the appointment of up to two Independent Members to the Corporate Governance Committee.

(The report was considered by the Corporate Governance Committee at their meeting on 24th January 2023).

Time Allocation: 10 Minutes.

11. QUESTIONS TO MEMBERS OF THE CABINET

In accordance with the Council Procedure Rules, all questions –

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

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

Time Allocation: 15 Minutes.

12. CAMBRIDGESHIRE AND PETERBOROUGH COMBINED AUTHORITY - UPDATE (Pages 239 - 266)

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

Councillors D B Dew and M A Hassall to provide an update on the Cambridgeshire and Peterborough Combined Authority Overview and Scrutiny Committee.

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

Decision summaries for recent meetings of the Cambridgeshire and Peterborough Combined Authority Overview and Scrutiny Committee, Audit and Governance Committee and Board are attached to the Agenda for information.

In accordance with the Protocol agreed at the February 2017 meeting, this item provides an opportunity for District Council Members to ask questions and comment on Cambridgeshire and Peterborough Combined Authority issues.

If Members wish to raise questions or issues requiring a detailed response, it would be helpful if they can provide prior notice so that the necessary information can be obtained in advance of the meeting.

Time Allocation: 20 Minutes.

13. CAMBRIDGESHIRE AND PETERBOROUGH COMBINED AUTHORITY MEMBERSHIP AND OTHER APPOINTMENTS

To appoint a replacement Conservative Member to the Cambridgeshire and Peterborough Combined Authority Overview and Scrutiny Committee.

Time Allocation: 2 Minutes.

14. OUTCOMES FROM COMMITTEES AND PANELS (Pages 267 - 268)

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

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

Time Allocation: 10 Minutes.

15. REPRESENTATION OF POLITICAL GROUPS ON DISTRICT COUNCIL COMMITTEES, ETC (Pages 269 - 276)

To consider a report by the Elections and Democratic Services Manager on the representation of political groups on Committees, etc in accordance with Section 15 of the Local Government and Housing Act 1989 and the District Council's Constitution.


Time Allocation: 5 Minutes

16. VARIATIONS TO THE MEMBERSHIP OF COMMITTEES AND PANELS

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

Time Allocation: 5 Minutes.

14 day of February 2023



Head of Paid Service

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

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

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

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

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

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

Emergency Procedure

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

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HUNTINGDONSHIRE DISTRICT COUNCIL

MINUTES of the meeting of the COUNCIL held in the CIVIC SUITE (LANCASTER / STIRLING ROOMS), PATHFINDER HOUSE, ST MARY'S STREET, HUNTINGDON PE29 3TN on Thursday, 15 December 2022

PRESENT: Councillor M J Burke – Chairman.

Councillors T Alban, M L Beuttell, A M Blackwell, R J Brereton, S Bywater, S Cawley, S J Conboy, A E Costello, S J Criswell, L Davenport-Ray, D B Dew, I D Gardener, C M Gleadow, J A Gray, J E Harvey, M A Hassall, P J Hodgson-Jones, S A Howell, N J Hunt, A R Jennings, P A Jordan, M Kadewere, P Kadewere, D N Keane, J E Kerr, C Lowe, R Martin, S R McAdam, B A Mickelburgh, D L Mickelburgh, S Mokbul, J Neish, Dr M Pickering, B M Pitt, T D Sanderson, D J Shaw, R A Slade, S L Taylor, I P Taylor, D Terry, C H Tevlin, S Wakeford, N Wells and R J West.

APOLOGIES: Apologies for absence from the meeting were submitted on behalf of Councillors B S Banks, E R Butler, J Clarke, S J Corney, S W Ferguson, K P Gulson and G J Welton.

40 THOUGHT FOR THE DAY

A 'Thought for the Day' was presented by Councillor T Alban.

41 MINUTES

The Minutes of the meeting of the Council held on the 20th July 2022 were approved as a correct record and signed by the Chair.

42 MEMBERS' INTERESTS

Councillor M Burke declared a disclosable pecuniary interest in Item No. 5 by virtue of his employment by the Meridian Trust.

43 CHAIR AND VICE-CHAIR'S ENGAGEMENTS AND ANNOUNCEMENTS

The Council noted those engagements attended by the Chair and Vice-Chair since the last meeting (a copy of which is appended in the Minute Book), subject to inclusion of an event attended by the Vice-Chair in the opening of a Warm Space in Huntingdon on 13th December 2022. He further reminded Members of his Carol Service taking place on 19th December 2022 and extended an invite for all to attend.

The Chair referred to the recent death of former Councillor Derek Giles who retired as a District Councillor in May 2022 having served as a councillor for 27 years. The Executive Leader, Councillor S J Conboy, paid tribute to the former

councillor, emphasising his ongoing support for his community and offered her sympathy and sincerest condolences on behalf of the Council to his wife, Sandie, former colleague, and his family. She also placed on record her gratitude for his service to the residents of Huntingdonshire.

Councillor J A Gray extended his condolences on behalf of his Group to former Councillor Giles' family and referred to his recent attendance to receive his award as Honorary Alderman and appreciated his style of receipt in accepting the award that was typical of his style. He had the passion to serve his community and was at the forefront where decisions locally were being made and conveyed his best wishes to his wife Sandie and family and should be proud of the person Derek was.

Councillor T D Sanderson echoed the sentiments of Councillors Conboy and Gray and commended Derek as a magnificent servant over the years that he was elected.

Councillor I Taylor referred to his and Councillor S Taylor's first meeting of Derek during his campaigning many years ago, encouraging his participation as a councillor. He was an active fundraiser and will be forever grateful for all that he taught him as a person who will be sadly missed and never forgotten.

44 PETITION

(Refer to Minute No. 42 for Members' Interests)

The Vice-Chair invited Mr K Medlock to present a petition submitted on behalf of 1273 signatories regarding the closure of Sawtry Swimming Pool.

The Petition Statement was as follows –

“Sawtry are losing their swimming pool at the end of 2022, swimming is a life essential for everyone, but especially our children. They will now be expected to travel to either Huntingdon or Peterborough. We are asking for Huntingdon District Council to use some of the council tax we pay to subsidise the running costs of the pool.”

Mr Medlock opened his address by referring to the Meridian Trust with overall responsibility for the site but indicated that he felt that the District Council had some responsibility in the position that they were now being faced with. He explained that the petition had been presented to the District Council as Meridian Trust would not engage with the residents of Sawtry in the hope that an open meeting could be held with the Parish Council but had been refused and the District Council had been responsible for giving away their leisure facility, including the pool.

Attention was drawn to the fact that Meridian Trust had sub-contracted the facility to Stevenage Leisure until Covid had hit and money had been spent on updating some of the facility, but attention had not been focussed on urgent items such as the pump room servicing and possible renewable energy options. Mr Medlock outlined suggested costs of servicing the pump room, installation of solar panels and a solar thermal air sourcing heating option under a spend to save heating

options could have all been explored to enable the longevity of the facility and not influenced by the energy crisis affecting everyone.

Mr Medlock referred to the expenditure of £2.6m by the Council on the facility since 1992 and a further £80k provided when it was transferred to the Trust. It was understood that the plant room had not been maintained, resulting in operational implications. He further referred to swimming being one of life's essential skills and drew Members' attention to the Department for Education's stipulation that it should form part of the school curriculum for every Primary School child. He outlined his concerns with families without access to a car and the declining public transport service that served the village accessing other swimming pool facilities in Huntingdon or Ramsey.

In concluding, Mr Medlock urged the Council to take-back the leisure facility, or consider taking back and sub-contracting to a provider with the expertise of running such a facility with pools.

The Executive Leader, Councillor S J Conboy, raised a question regarding how many times he had approached the Trust for a meeting and in response he explained that he had emailed Sawtry Parish Council to organise an open meeting and they had responded by explaining that they had refused.

Councillor S Bywater referred to the difficulties that closure of the pool would have on the residents of Sawtry and surrounding villages, particularly with an expanding population in the village, and the fact that the District Council had invested £629k in this facility since 1993. He reminded Members of the history of the transfer of the facility in 2019 that was deemed the best option for the Council to save the leisure facility. He further outlined his concerns for accessing facilities elsewhere for families with no access to transport and concern for people accessing safe areas to learn to swim. He urged the Joint Administration to revisit this issue and decide how to support the residents of Sawtry and surrounding villages and how they would interact with Meridian Trust to keep the pool open, with a view to taking this forward in the Spring.

Councillor R Martin referred to over 1400 signatures that had supported the petition to encourage the retention of such a facility and the importance of such a facility in teaching children to swim. Attention was drawn again to the capital expenditure used to build the facility initially that would be disappointing for the District Council to write-off. As former Chairman of Sawtry Parish Council, he explained that he personally had reached out to Meridian Trust for a meeting but they would not engage with the Parish Council, nor residents. Councillor Martin urged the Administration to put pressure where possible to save the swimming pool, or at least work in the Spring to re-open the pool.

Councillor T D Alban referred to impact of closure on the residents in the Stilton, Folkworth and Washingley Ward, as well as the economic impact of not visiting the leisure centre and village, as well as surrounding villages, as residents travelling to use Peterborough facilities may impact on the loss of extra money being spent in the Huntingdonshire economy.

In conclusion and in responding to the points and questions raised by Mr Medlock and Councillors, the Executive Leader appreciated the passion and commitment of those that participated in the debate, as well as those that had

signed the petition. She noted the desire to have met with the Trust and was disappointed that this had not been met with an offer. The Executive Leader undertook to facilitate such a meeting with the Trust, initially a private discussion, before facilitating a public meeting, with a view to understanding the challenges that the Trust have been facing and what the options there are as it remains their asset.

45 QUESTIONS BY MEMBERS OF THE PUBLIC

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

46 BRIEFING FROM CAMBRIDGESHIRE CONSTABULARY

The Chair welcomed Chief Inspector Paul Rogerson with Cambridgeshire Constabulary who, with the aid of a PowerPoint presentation (a copy of which is appended in the Minute Book), briefed Members on community policing. He opened the presentation by referring to an open offer to all Members for him and his Team to run cluster group sessions amongst parishes to discuss any specific issues. With particular focus for some of the new Members, Chief Inspector outlined to Members what local policing looked like, local priorities and how Members could help.

Members were appraised of the structure of local policing team, with two command units shared with three other Cambridgeshire authorities and in Huntingdonshire the small Teams based in St Neots, St Ives and Huntingdon hubs, with Huntingdon shared with the Yaxley hub. He explained the neighbourhood policing involved engagement and understanding what communities needed, problem solving and partnership work and targeted activity and making sure the right resources are targeted in the right areas.

Attention was drawn to crime trends over the past five years and in general it was noted had been stable, but had seen an increase in drugs offences, weapons and hate crime. Chief Inspector informed Members of a quarterly online community engagement meeting and open survey that outlined the balance to be struck between difficult problems and local problems. He concluded by highlighting to Members where they could help, in particular Members would know where the issues were, urged Members to contact him and his Team and lastly subscribe and follow what they do so this could be highlighted to the communities that they represent.

In response to a question from Councillor C Lowe on the reasons for a decrease in dwelling burglaries as they were not being reported as it was suggested that the Police were not visiting such incidents, Chief Inspector confirmed that they had seen a downward trend that may be as a result of an increase of people working from home and he indicated that they had committed to visiting all individuals that had been affected by dwelling burglaries.

Councillor L Davenport-Ray commended the Team after going on walkabout with her several times in St Neots and given the limited resources in the Team, she questioned how the staff resources were allocated to the areas in the District, whether it was based on crime rates or population. Chief Inspector responded by

referring the number of vacancies that he was recruiting into, with a new intake in January.

Councillor D B Dew commended Chief Inspector Rogerson for his ongoing support over many years, with particular reference to support in his ward experienced some years ago and reported that he had met with him and the residents and answered the difficult questions. With this in mind he encouraged all Members to take up the opportunity to meet with the Chief Inspector and his Team.

Councillor T D Sanderson referred to the problems being experienced in the Market Square, Huntingdon and referred to a Public Spaces Protection Order (PSPO) to prohibit specific activities in the area and encouraged everyone to report such crimes to enable resources to be targeted to such areas.

Councillor T D Alban referring to a Facebook post by the Police regarding parking problems and ticketing in St Neots but was not unique to the Towns and was seeking reassurance that resources would be targeted to address similar issues with parking and speeding in some of the more rural villages.

Councillor C Gleadow commended the local support Team after a recent visit to their base and encouraged Members to do similar to encourage a good rapport moving forward and in response to a question on the types of weapons it was confirmed that the increase in weapons referred to knives.

Chief Inspector Rogerson confirmed that they had been actively discussing the PSPO with the District Council with a view to taking a joint decision on the matter. In terms of understanding communities and responding, he welcomed Members to join the Teams in the door-to-door work to engage, particularly focusing on the areas where there were not active discussions taking place.

In his capacity as a new councillor, Councillor N Hunt referred to women and girls feeling unsafe in and around Huntingdon High Street and questioned whether there were any immediate actions that could be taken to make them feel safer. In response, Chief Inspector reported that a number of individuals were in receipt of Community Protection Warnings and several of which had been breached that they were in the process of prosecuting, and he indicated that they been working closely with the Streets and Open Spaces Team in an attempt to manage the anti-social behaviour, as well as CCTV, Business Against Crime and Town Rangers working together to tackle these issues. He urged such incidents to be reported so that the necessary resources can be targeted appropriately.

In response to a question from Councillor C Tevlin on the visible police presence in the villages, with managing the expectations of residents and managing priorities to demonstrate that they are making a difference, Chief Inspector explained that much of their resource is committed to the difficult crime issues such as county lines, child exploitation and modern day slavery but conversely would target specific resources towards activity that they know would make a difference in terms of areas that people are concerned about and highlight this through social media and the press to demonstrate that they have listened.

In concluding, the Executive Leader, Councillor S J Conboy, thanked Chief Inspector Rogerson for his attendance and commended the support of his

colleagues over the years, particularly with regard to training that had been undertaken amongst Members and Chief Inspector confirmed his support for similar training for the new intake of Members to support them in their communities with some of the practical challenges.

47 BUDGET PRINCIPLES

With the assistance of a report by the Director of Finance and Corporate Resources, Cllr Brett Mickelburgh, the Executive Councillor for Finance and Resources, set out the council's Budget Principles ahead of the 2023/24 Budget to be considered by the Council in February 2023. Members noted that details of the final settlement from Central Government was not expected now until the end of December 2022 and Councillor Mickelburgh highlighted the difficulty in publishing a budget based upon assumptions at this stage was likely to be confusing, but had committed to work collaboratively with the opposition to benefit all of the residents.

Members' attention was drawn to the budget principles that had guided the budget preparation for 2023/24, together with a review of the resident's opinion survey to ensure that the Council was listening and responding to concerns in shaping policies and priorities. It was noted that the results would be used to inform the budget setting process as the Council worked to develop proposals for 2023/24 and beyond.

In response to a question from Councillor J Harvey on how the reserves would be built up again for the next administration if used for the duration of the Medium Term Financial Strategy (MTFS), Councillor Mickelburgh explained that it was not the intention to make use of all of the Council's reserves as it was anticipated that this would be balanced with a steady income and expenditure stream.

Councillor A Jennings drew attention to the support for some of the budget principles, whilst highlighting concern for the principle of increasing fees and charges and the uncertain effect on demand, as well as the Council's commercial property investment may be impacted with the suggestion that properties outside of the Council's boundary would be disposed of given the fact that £2.8m had been receipted by the Council in the first six months of 2022/23. He further highlighted his disappointment that the findings of the resident's survey had not been shared with all Member in advance of the meeting and the difficulty with considering the findings of what residents had indicated were their priorities.

In response, Councillor Mickelburgh acknowledged the late presentation of results and undertook to take these comments on board. In drawing attention to the legal requirement to produce a balanced budget and the proposals for fees and charges, he explained that it was important for Overview and Scrutiny to hold the Administration to account, not just from a pricing perspective but also in terms of all the other services provided by the Council. Members were informed that the Executive Councillor had reviewed the Commercial Investment Portfolio when after he had been appointed and confirmed that it contained a useful mix of property that contributed to the ongoing costs of the Council. Despite this, with interest rates increasing there continued to remain a lot of uncertainty with the market for next year and with that in mind Councillor Mickelburgh explained that

this was the reason why the decision to hold back on any further investments for the time being had been put forward.

Arising from a question from Councillor N Wells as Chair of the Corporate Governance Committee with concern for the management of risk and reference to the previous Section 151 Officer's guidance that the Council may be holding too much property impacted by the recession, loss of rental income and depreciation in property value and how the budget principles would be managing this risk, Councillor Mickelburgh explained that the decision to pause commercial property investment activity had been directly related to managing that risk. He further explained that it was not possible to sell any of the property portfolio to fund budget gaps in the same financial year.

In response to a question from Councillor D Shaw on consideration of funding of the Climate Strategy, Councillor Mickelburgh explained that the impact of any changes required would be funded from within the operational budget of the services and would also explore consideration of potential green commercial investments as part of the Council's commitment.

Councillor J A Gray raised a question in relation to what the acceptable level of reserves and disputed the statement that was presented that in an inflationary environment it was not good to proceed with commercial investments as income was linked to RPI and rents were rising by RPI of some of the existing portfolio. He further stated that the Administration had been continuing the policy of the previous Administration as there had not been any investment in the Commercial Investment Strategy since 2019. In response, Councillor Mickelburgh reported in an ideal world it was preferred that a surplus was achieved by the end of the MTFS but in reality, it was hoped to be as close to zero as possible. In relation to the Commercial Investment Strategy, he confirmed that it was risky to invest further at this stage and further complicated by the change in rules of the Public Works Loan Board and inability to loan to produce a yield through investment of properties outside of the District.

In response to a question from Councillor P Hodgson-Jones on the budget approach to new areas for income generation and asked the Executive Councillor to be mindful of efficacy in terms of looking at the impact of expenditure and whether it delivered what was required by delivering services well. Councillor Mickelburgh confirmed his agreement of identifying other opportunities, particularly in light of the increase in energy costs and would explore such options moving into the next financial year.

Whereupon, it was

RESOLVED

that the Council received the findings of the resident engagement survey and endorsed the budget principles as set out in the report now submitted to be used to shape the budget for 2023/24.

48 TREASURY MANAGEMENT SIX MONTH PERFORMANCE REVIEW

Consideration was given to a report by the Council's Director of Finance and Corporate Resources (a copy of which is appended in the Minute Book)

providing a six-month update in respect of treasury management activity for the period 1st April to 30th September 2022.

The Executive Councillor for Finance and Resources, Councillor B Mickelburgh, reported that the Council had not taken on any new loans in the past six months and the loan by the Council to Places for People had been repaid early. He further reported that

In conjunction with the Director of Finance and Corporate Resources, the Executive Councillor reported that he was working on providing better clarity and reporting of such financial reports that would be designed to assist Members in understanding the content and would commence in the new financial year.

Councillor P Hodgson-Jones raised a question in relation to the table of loans detailed on page 28 of the report now submitted and whether the Public Works Loan Board loans listed were pre-paid on 5th October 2022 or whether the period in years referred to the original tenure of the loans, whereby Councillor Mickelburgh explained that this was the point that the loans were taken with the time of period remaining for the loan from that state. He further stated that further clarity would be provided in the next report following a request from Councillor Hodgson-Jones of the remaining tenure of the loans against the original period of the loans, so it clearly shows the maturity of the loans in coming years.

49 QUESTIONS TO MEMBERS OF THE CABINET

Arising from a question from Councillor N Hunt on the recent decision taken by the Cabinet to increase fees and charge at One Leisure and the rationale and measures taken to monitor usage, Councillor S Taylor, Executive Councillor for Leisure, Waste and Streetscene, referred to the rising costs in utilities, staffing and other operational expenditure in 2022/23 and 2023/24 and the rationale to offset the rising costs in 2022/23. It was further explained that new utility tariff price was £530k, representing an increase of 88% of the original approved budget. The Overview and Scrutiny Panel (Customers and Partnerships) and Cabinet approved the pricing option to increase fees by 8.7%, but not including concessions, that was based upon a competitive benchmarking exercise and advice by UK Active, together with expertise of Senior One Leisure Officers. Members were advised that if the price increase was not implemented it would result in an estimated deficit of £275k in 2023/24 and thereafter £300k for the remaining duration of the Medium Term Financial Strategy to 2027/28. Councillor Taylor concluded by explaining that any footfall decreases would be monitored alongside usage and new memberships with a further report back to Overview and Scrutiny, as well as the development of a new Business Strategy next year to ensure the sustainability of One Leisure.

Councillor M Pickering raised a question with regard to the Local Growth Fund bid that had been submitted for Ramsey, whereby Councillor S Wakeford, Executive Councillor for Jobs, Economy and Housing, reported that £1.15m had been successfully secured, complementing other funding already secured and would be working with Ramsey Town Council in the coming months in its development.

In response to a question by Councillor A Jennings on plans to provide short-term parking provision for less than a minimum two hour stay, as well as the

usual December parking campaign for 'free after 3pm' to encourage visitor to the town centre in St Neots, Councillor S Taylor, Executive Councillor for Leisure, Waste and Streetscene, undertook to provide a written response to the two hour stay or less provision and explained that the 'free after 3pm' was removed from the budget in 2018 and would undertake to revisit this decision. He further referred to Councillor Taylor's campaign leaflet to remove parking charges from the Riverside Car Park, St Neots but Councillor Taylor confirmed that in the current climate it was not possible to pursue.

Councillor R Slade raised a question in relation to the Civil Parking Enforcement (CPE) Provision in the District, whereby Councillor S Taylor, Executive Councillor for Leisure, Waste and Streetscene, provided the background to the implementation of CPE and further updated Members that the date of implementation had been reviewed by Cambridgeshire County Council based upon their available resources and need for them to confirm funding for project delivery, with a revised date for implementation in Huntingdonshire now scheduled for October 2024 and the Council's website has been updated to reflect these changes.

Councillor D B Dew raised a question with regard to the delegation of decisions in planning, with confusion amongst Members in terms of discretion to bring applications to the Development Management Committee (DMC) and whether this was being exercised correctly, as well as an inconsistency of planning applications being called into the Committee and confusion amongst Members and Parish Councils. In response, Councillor T D Sanderson, Executive Councillor for Planning, confirmed that the adoption of new Scheme of Delegation was approved by DMC on 14th October 2019 and was mindful of additional delays in determining applications should they be required to be submitted to DMC. Alongside this, Councillor Sanderson referred to the removal of amendments to applications resulting in a reduction in applications coming through to DMC and would be monitoring this with a view to providing a further update as appropriate.

In response to a question from Councillor C Tevlin on the timetable for the review of the Local Plan and how councillors and residents would be engaging in the process, Councillor T D Sanderson, Executive Councillor for Planning, referred to the importance of community engagement in the Local Plan review process and the legally required process would be set out in the Statement of Community Involvement that would be submitted to the Overview and Scrutiny Panel (Performance and Growth) and the Cabinet in January 2023 detailing engagement with communities and stakeholders, including Town and Parish Councils, community groups, planning agents, residents as well as District Councillor engagement. He further referred to ongoing discussions with the Planning Policy and Communications Teams for the initial phase of engagement, including online engagement and face to face sessions.

Arising from a question by Councillor C Lowe on progress with the B1040 Wheatsheaf crossroads improvement scheme, Councillor T D Sanderson, Executive Councillor for Planning, reported that in the 2020/21 financial year £500k of Community infrastructure Funding had been allocated, although reduced now since its allocation and had contacted the Director of Highways at Cambridgeshire County Council to ask that this safety project be delivered as soon as possible.

Councillor J Neish raised a question in relation to Members of the Development Management Committee (DMC) having a full understanding and knowledge of policies when engaged in debate of refusing or accepting Officer recommendations in reports. Whilst commending Planning Officers reports and the reasons in their reports he questioned whether the Executive Councillor had full confidence in the Planning Officers as he had voted against 14 applications at the recent DMC meetings without any material planning reasons. In response, Councillor T D Sanderson, Executive Councillor for Planning, explained that he had provided material planning reasons as it was against St Neots Neighbourhood Plan and confirmed that he did have full confidence in the Planning Team.

Councillor R Brereton on progress with the speed in determining consent of conditions after planning approval and referred to concerns expressed by Ramsey Town Council as to delays being experienced in the commercial site Northern Gateway, Ramsey and delays being imposed to deliveries on-site and knock-on effect to the commencement on site due to these restrictions which may impact of the expansion of economic growth in the area if these conditions continued to be imposed. Councillor T D Sanderson, Executive Councillor for Planning, explained that Officers had been in discussion with the applicant with a suggested way forward but had not been productive and welcomed further discussions on the matter with Councillor Brereton.

Referring to the answer to the question presented earlier by the Executive Councillor for Planning on his actions at recent meetings of the Development Management Committee, Councillor J A Gray asked the Executive Leader to reflect on these recent decisions given as it was his understanding that national polices and Local Plan take precedence over the decision presented by the Executive Councillor. The Executive Leader, Councillor S J Conboy, recalled that it was difficult decision-making process as Members were presented with the applications as a single presentation that had resulted in cumulative impact and indicated that she was always keen to reflect on such experiences. With this in mind, and mindful of the large number of inexperienced Members, such meetings can be challenging to remember all applicable policies and further training for all councillors would be provided.

50 APPOINTMENT OF INTERIM MANAGING DIRECTOR AND HEAD OF PAID SERVICE, RETURNING OFFICER AND ELECTORAL REGISTRATION OFFICER - RECOMMENDATION FROM SENIOR OFFICERS COMMITTEE

Councillor S J Conboy, Executive Leader, presented a report as Chair of the Senior Officers' Committee held on 24th November 2022 (a copy of which is appended in the Minute Book) on the proposed appointment of an Interim Managing Director following the retirement of Joanne Lancaster as Managing Director in February 2023.

The Executive Leader confirmed that, in accordance with the Officer Employment Procedure Rules, the Cabinet had no objection to the offer of the appointment to Oliver Morley, whereupon it was moved, duly seconded and

RESOLVED

that Oliver Morley, Corporate Director (People), be appointed as the Council's Interim Managing Director and Head of Paid Service, Electoral Registration Officer and Returning Officer on an interim basis from 1st March 2023 for a fixed term ending 31st August 2023.

51 CAMBRIDGESHIRE AND PETERBOROUGH COMBINED AUTHORITY - UPDATE

In conjunction with the decision summaries of the recent meetings of the Cambridgeshire and Peterborough Combined Authority, Councillor T D Sanderson presented an update of their activities. Copies of the decision summaries are appended in the Minute Book. Attention was drawn to three main issues of the approval of £1.15m of funding for Great Whyte improvements in Ramsey, linked to the Local Growth Fund, reference to the call-in of the Transportation Infrastructure Committee decision relating to the Demand Responsive Transport that operated in the west of the District that was unsuccessful and the Implementation Plan.

Councillor L Davenport-Ray referred to her disappointment with the call-in decision that resulted in contractual risks to the service that operated as a lifeline to many rural residents that affected Huntingdonshire residents alone and not the District relating to the subject Member that called-in the decision and hoped that the Improvement Plan set out to improve the behaviour of Board Members. In response Councillor Sanderson confirmed that the contractual arrangements were found to be in order and shared similar concerns with the call-in and it was hoped that fewer incidents would be seen in future.

In response to an update requested by Councillor J A Gray on the investigation of the Mayor and conveyed his best wishes to the Mayor of the Combined Authority in his recuperation. The Executive Leader, Councillor S J Conboy, shared similar concerns of this impacting on the ongoing functioning of the Combined Authority and reported that the absence of the Mayor after his surgery had not impacted on delay to the presentation of the outcome report but Officers had advised that due process needed to be followed and could not provide a definitive timescale for conclusion of the matter but had urged for this to be quick, but fair and proper. She undertook to share the detail of the timescale when further detail emerged.

In conjunction with a PowerPoint presentation (a copy of which is appended in the Minute Book) Councillors M Hassall and D B Dew provided an update on the Cambridgeshire and Peterborough Combined Authority Overview and Scrutiny Committee, highlighting the Improvement Plan and Improvement Board in place led by Lord Kerlake and consideration of the budget. Attention was also drawn to confusion surrounding the ability of the Mayor to precept at 2% and clarity was being sought on the mechanisms to achieve this.

Councillor T D Alban raised a question in relation to what monitoring is undertaken on the funding provided by the Combined Authority to Housing Associations for housing projects and Councillor Dew undertook to provide a written response after the meeting.

Members were provided with an update on the Cambridgeshire and Peterborough Audit and Governance Committee by Councillor M Beuttell and

highlighted issues that they had been appraised with the Improvement Plan framework, risk register improvement, Improvement Board led by Lord Kerslake and highlighted issues with the Combined Authorities' Constitution with the signing off of the draft Statement of Accounts and provision for this in the absence of the Mayor.

52 OUTCOMES FROM COMMITTEES AND PANELS

A copy of the list of meetings held since the last meeting of the Council held on 12th October 2022 is appended in the Minute Book and Members were advised that any issues or questions could be raised in relation to these meetings.

In response to a question raised by Councillor R Martin to the Chair of the Corporate Governance Committee he requested a review of the Council's Constitution to include recognition of a Shadow Cabinet, clarity on how the Council scrutinises the Administration and setting out how to deal with motions and amendments, Councillor N Wells undertook to take the issue away for further review.

53 COMMITTEES AND PANELS

On the recommendation of Councillor J Kerr, Chair of the Overview and Scrutiny Panel (Customers and Partnerships), Members were appraised with details of the request for a change in the name of the Panel to better reflect the role and remit of the Panel and the needs of the District.

Having been advised that the Panel confirmed their support for the name change at their meeting on 1st December 2022 and in noting Councillor P Hodgson-Jones' request that consideration be given to a clearer constitutional process for such changes in future, it was

RESOLVED

that the name of the Overview and Scrutiny Panel (Customers and Partnerships) be amended to the new name of Overview and Scrutiny Panel (Environment, Communities and Partnerships).

The meeting ended at 9.44pm.

Chair

CHAIR' AND VICE CHAIR'S ENGAGEMENTS 16 December – 22 February 2023

Date:	Event:	Venue:
<u>December</u>		
Monday 19-Dec-22	HDC Chair's Christmas Carol Service	Huntingdon
<u>January</u>		
Saturday 7-Jan-23	Ukrainian Family Christmas Party	Huntingdon
Friday 27-Jan-23	*HDC Holocaust Memorial Day Service	Huntingdon
<u>February</u>		
Friday 10-Feb-23	Visit by HRH The Princess Royal to MAGPAS	Alconbury
Sunday 19-Feb-23	Mayor of Peterborough's Snowdrop Day Charity event	Peterborough
Tuesday 21-Feb-23	*Huntingdon Town Council's Pancake Day Flipathon	Huntingdon

Notes:

- 1. The above events have occurred since the last Full Council held on 15 December 2022.*
- 2. *Events attended by the Vice-Chair on behalf of the Chair.*

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Public
Key Decision - Yes

HUNTINGDONSHIRE DISTRICT COUNCIL

Title/Subject Matter: Final 2023/24 Revenue Budget & Medium-Term Financial Strategy (2024/25 to 2027/28)

Meeting/Date: Council – 22 February 2023

Executive Portfolio: Finance & Resources: Councillor B Mickleburgh

Report by: Director of Finance & Resources (S151)

Ward(s) affected: All

Executive Summary:

The Council is required to consider and approve:

- The 2023/24 Budget and the Medium-Term Financial Strategy (MTFS) for the period 2024/25 to 2027/28.
- The Fees and Charges schedule for 2023/24.
- The Treasury Management Strategy, the Capital Strategy and the Investment Strategy, including the annual prudential indicators, for 2023/24.
- The annual Minimum Revenue Provision (MRP) Statement 2023/24.
- The formal resolution to determine the Council Tax for 2023/24.

Recommendation(s):

The Council is RECOMMENDED to approve

- Overall Budget 2023/24 and MTFS 2024/25 to 2027/28; and **Appendix 1** includes the Revenue Budgets at Section 2; the Capital Programme at Section 3; and the 2023/24 Fees and Charges at Section 7, Annex A.
- Increase of 3.31% Council Tax for 2023/24 i.e., the Band D charge will increase to £155.86 (£150.86 2022/23); and **Appendix 1**, the formal resolution on the Council Tax, Section 6, Item (a) to (e).
- 2023/24 Treasury Management, Capital, and Investment Strategies, MRP Statement and Flexible Use of Capital Receipts Strategy. **Appendix 2.**

1. PURPOSE OF THE REPORT

- 1.1 The purposes of this report are to allow Council to consider and decide upon the recommendations made by Cabinet in relation to the 2023/24 Budget, the Medium-Term Financial Strategy (MTFS), the Treasury Management, Capital and Investment Strategies, MRP Statement and Use of Capital Receipts Strategy and other associated matters and seek Council's formal determination of the Council Tax for 2023/24.

2. BACKGROUND

- 2.1 During February 2023, the Overview and Scrutiny (Performance & Growth) Panel and Cabinet received the final budget proposals that:
- 2.1.1 detailed the savings and growth proposals for 2023/24 and the MTFS (2024/25 to 2027/28);
 - 2.1.2 proposed a Council Tax increase of 3.31% in 2023/24 and £5 annual increase for the duration of the MTFS;
 - 2.1.3 presented the Final Capital Programme 2023/24 to 2027/28; and
 - 2.1.4 presented the 2023/24 Budget and MTFS (2024/25 to 2027/28).

3. ANALYSIS

- 3.1 The detailed 2023/24 Budget & MTFS (2024/25 to 2027/28) is shown in **Appendix 1**. The key elements that members should note are as follows:
- 3.1.1 Paragraph 1.3.1 of Appendix 1 shows:
 - 3.1.1.1 Net expenditure for the Council is £24.113 m.
 - 3.1.1.2 The budget requirement for the Council is £24.299.
 - 3.1.1.3 A budgeted contribution to reserves of £0.187m.
 - 3.1.1.4 Council Tax requirement for the Council is £10.255m.
 - 3.1.1.5 Council Tax base is 65,795 (analysed paragraph 6.2)
 - 3.1.1.6 Council Tax per band D property is £155.86.
 - 3.1.1.7 Council Tax increase of 3.31% equating to £5 for 2023/24.
 - 3.1.2 Paragraph 1.4.1 of Appendix 1 shows that the estimated General Fund reserves on 31 March 2024 will be £2.175m.
 - 3.1.3 Paragraph 2.1 shows the overall spend and income by subjective analysis (i.e., employees, buildings etc.) for all Council services; with Paragraph 2.2 showing, for each service, the spend and income by subjective analysis, and Paragraph 2.3 showing, for each Portfolio, the spend and income by subjective analysis.

- 3.1.4 Paragraph 3.1 details the proposed Capital Programme for 2023/24 at £29.392m and the details for the period 2024/25 to 2027/28.
- 3.1.5 Paragraphs 4.0 and 5.0 indicate the main budgetary issues relating to Treasury Management and the Capital Financing Requirement (CFR). The CFR is reducing from an opening balance of £71.592m in 2023/24 to a closing balance of £69.829m in 2027/28 as a result of MRP that is being set aside and takes into account the future financing for the CIS and the Capital Programme.
- 3.1.6 Paragraph 6.1 is the Formal 2023/24 Council Tax Resolution, and Paragraph 6.2 illustrates the Council Tax Base. Paragraphs 6.3 and 6.4 will show the:
 - 3.1.6.1 2023/24 Council Tax by Property Band for each Precepting Authority, and the Billing Authority, and the
 - 3.1.6.2 Total 2023/24 Council Tax by Property Band for each Precepting Authority and the Billing Authority.

The Resolution and accompanying tables assume that the Council will support the proposals in the Budget report for Huntingdonshire District Council's Council Tax for 2023/24.

- 3.1.7 Paragraph 7.0 and Annex A details the Fees and Charges Schedule for 2023/24. Where the Council has discretion to increase fees and charges, and it has been considered appropriate to do so, relevant fees and charges have been increased. Members should note that some fees and charges will be increased during the financial year.
- 3.1.8 Paragraph 8.0 is the statutory Robustness Report required by the Responsible Financial Officer (Section 151 officer). In summary, the budget proposed for 2023/24 should not give Members any significant concerns over the Council's financial position. In respect of the MTFS 2024/25 to 2027/28; there will inevitably be an increased funding risk to the provision of services due to the pressures on central Government resources and other economic influences. However, as the Council continually reviews and manages budgets, it is fair to conclude that the Council is taking proactive action to manage its budgetary position.
- 3.1.9 Treasury Management, Capital and Investment Strategies, the Annual Minimum Revenue Provision Statement, and the Flexible Use of Capital Receipts Strategy for 2023/24 are summarised and detailed in Appendix 2.

4. COMMENTS OF OVERVIEW & SCRUTINY

- 4.1 The Panel discussed the Final 2023/24 Budget and Medium-term Financial Strategy (2024/25 to 2027/28) including Capital Programme at its meeting on 1st February 2023.
- 4.2 Councillor Harvey expressed praise for the report and thanked those involved in producing the budget for an excellent piece of work, a sentiment which was shared by the Panel.
- 4.3 Following a question from Councillor Harvey, the Panel heard that a planned temporary increase for Planning staff was included in the 2023/24 budget as an investment to help get the service back on track. It was further advised that once the service position was improved it would be in a position to generate some income for the Council through fees and charges.
- 4.4 Councillor Cawley asked for some clarification on this as the Fees and Charges document showed a planned decrease in Planning income, the Panel heard that there were recognised issues with recruitment and retention within Planning which were improving, but the forecasts were intended to not overestimate the potential income.
- 4.5 Following a question from Councillor Wells on the Community and Health line in Table 4b being significantly lower in 2023/24 than currently and also lower than subsequent years, the Panel were advised that the Officer would investigate the detail and report back to the Panel following the meeting.
- 4.6 Councillor Harvey asked for clarification on the damping adjustment in Table 2 and the Panel heard that this was linked to the re-baselining of the NNDR funding, the damping adjustments smooth the impact of this.
- 4.7 After a question from Councillor Pickering, the Panel heard that the agreed Council Principles underpinned and influenced the thinking and method when developing and setting the budget.
- 4.8 Councillor Gray commented that the purpose of the Panel was to scrutinise the report and to give Cabinet comments and thoughts to reflect upon rather than have a debate on the budget. He;
- reflected on unprecedented increase in government funding from the previous year, which was good news for residents, whilst also allowing Council some flexibility on how that money be spent.
 - further expressed caution over the ambition to drive net expenditure down, observing that whilst inflation is predicted to fall it has not yet happened, in particular whether the expected salaries in Table 7 were realistic whilst maintaining the current staffing levels.
 - did not dispute the removal of the Huntingdon redevelopment project from the Capital budget but did enquire how realistic it remained to deliver the anticipated projects within the budgeted staffing costs.

- challenged that the Fees and Charges in Appendix 2 did not match the rhetoric of keeping up with inflation or in line with neighbouring Councils, it was observed that this could be an area to develop.

4.9 Councillor Conboy thanked the Panel for their positive and constructive comments and commented that the opportunity to work with the shadow portfolio holder Councillor Jennings was a positive step forward.

4.10 Following the discussion, the Panel were informed that their comments would be added to the Cabinet report in order for the Cabinet to make a decision on the recommendations.

5. KEY IMPACTS / RISKS

5.1 The delivery of the 2023/24 budget will be managed via the Council's budget monitoring processes throughout the year.

5.2 Throughout the MTFS 2024/25 to 2027/28 there are a number of key savings initiatives or additional income generation schemes that must be delivered in a timely fashion to secure savings required to ensure that the Council has a balanced budget.

6. WHAT ACTIONS WILL BE TAKEN/TIMETABLE FOR IMPLEMENTATION

6.1 The 2023/24 Budget forms an integral part of the service planning process for 2023/24. Consequently, actions and timescales required to ensure savings are achieved and service spending is in line with the approved budget will be contained within the final service plans and monitored through normal processes.

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

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

8. CONSULTATION

8.1 Internal Consultation. All Budget Managers within the Council undertook a review of their service budgets during Autumn 2022. This included a review of staffing, fees and income, costs of delivery and all savings or development proposals. The outcome of this was evaluated by the Senior Leadership Team and Executive Councillors prior to the submission to the Overview & Scrutiny Committee.

9. LEGAL IMPLICATIONS

- 9.1 As per Sections 31A and 42A of the Local Government Finance Act 1992, the Council is required to set a balanced budget. This is achieved for 2023/24 so the setting of the Council Tax at the level mentioned within the report is appropriate.

10. RESOURCE IMPLICATIONS

- 10.1 The Council is required to set a balanced budget for 2023/24 and over the MTFS. Appendix 1 includes a report from the Chief Finance Officer (as the Responsible Financial Officer) confirming that she considers the budget is sufficiently robust and that there are adequate reserves.

11. REASONS FOR THE RECOMMENDED DECISIONS

- 11.1 To enable members of the Council to consider:
- 11.1.1 the 2023/24 Budget and for the Council Tax to be set; and
 - 11.1.2 the implications for the Council in respect of the MTFS for the period 2024/25 to 2027/28.

12. LIST OF APPENDICES INCLUDED

Appendix 1	2023/24 Budget & Medium-Term Financial Strategy 2024/25 to 2027/28
Appendix 2	2023/24 Treasury Management, Capital, and Investment Strategies, MRP Statement and Flexible Use of Capital Receipts Strategy
Annex A	Fees and Charges

13. BACKGROUND PAPERS

None

CONTACT OFFICER

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



FINAL
2023/24 Budget
&
Medium Term Financial
Strategy
2024/25
To
2027/28

1.0 Strategic Budget Summary	3
• Savings, Income Generation, Growth & Revenue Implications of Capital	3
• Corporate and Government Funding	5
• Summary Budget	7
• Revenue Reserves	10
2.0 Revenue Operational Budgets and Medium-Term Financial Strategy	11
• Subjective Analysis of Spend and income	11
• Service Budgets by Head of Service	
○ Chief Operating Officer	12
○ Chief Planning Officer	13
○ Corporate Leadership	13
○ Corporate Resources	14
○ Economic Development	15
○ Housing	15
○ Leisure & Health	16
○ Operation	17
○ Strategic Insight & Delivery	18
○ 3CICT Shared Service	19
• Service Budgets by Portfolio	19
○ Community & Health	19
○ Corporate & Shared Services	20
○ Customers & Transactional Services	21
○ Finance & Resources	22
○ Leisure, Waste & Street Scene	23
○ Place	24
○ Planning	25
○ Regeneration & Growth, Economy & Skills	26
3.0 Capital	26
4.0 Treasury Management	30
5.0 Capital Financing Requirement	31
6.0 Formal 2023/24 Council Tax Resolution	32
• Huntingdonshire District Council Formal Resolution	32
• Tax Base 2023/24	34
• 2023/24 Council Tax by Property Band for each Precepting Authority and the Billing Authority	35
• Total 2023/24 Council Tax Property Band for each Precepting Authority and the Billing Authority	35
7.0 Fees and Charges	35
8.0 Robustness of the 2022/23 Budget & Medium-Term Financial Strategy	35
• Robustness and Budget Setting	35
• Challenges facing the Council	36
• Governance	38
• Risks	38
• Revenue Reserves	42
• Conclusion	42
Annex A – Fees and Charges	

1.0 STRATEGIC BUDGET SUMMARY

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

1.1.1 Despite the return to near normality after the Covid 19 years, the financial climate continues to be unusual with inflation and interest rates rising to levels not seen for decades, and the conflict in Ukraine causing disruption to energy and food supplies. This has put considerable pressure on the Council's finances with significant, unavoidable cost increases being borne by services. Portfolio holders and budget managers have reviewed planned service delivery to seek means of mitigating these impacts, whilst still delivering effective value for money outcomes. The Local Government Settlement, announced in December 2022, has provided some additional funding to assist with escalating costs in 2023/24 but, as in recent years, it is only a one-year settlement, continuing the uncertainty for the latter years of the MTFs.

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

1.1.3 In addition the Council also generates income from corporate activity; this mainly focuses on:

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

1.1.4 However, the challenge for this budget was to understand the continued, unavoidable pressures that the Council will continue to face, not only as we emerge from the social and economic fallout the pandemic has caused but the economic uncertainty created by world events. Therefore, previous assumptions have been reviewed and challenged considering the uncertainty around the Local Government Financial settlement beyond 2023/24.

1.1.5 Growth has appeared within the budget from four main sources:

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

1.1.6 All of the savings, income generation and growth are summarised in the service budget pages later in this report. The total Service Proposals for 2023/24 are £3,404 and **Table 1** below shows how this is allocated by service and portfolio.

Table 1a	Service Savings and Growth Proposals		
Service	Budget Savings £000	Budget Growth £000	Total £000
Chief Operating Officer	(808)	858	50
Chief Planning Officer	(685)	1,322	637
Corporate Leadership	(179)	758	579
Corporate Resources	(1,178)	2,220	1,042
Economic Development	(1)	4	3
Housing	(2)	8	6
Leisure & Health	(2,382)	2,839	457
Operations	(446)	484	38
Programme Delivery	(74)	0	(74)
Strategic Insight & Delivery	(145)	921	776
3C ICT Shared Service	(372)	262	(110)
Total	(6,272)	9,676	3,404

Table 1b	Portfolio Savings and Growth Proposals		
Portfolio	Budget Savings £000	Budget Growth £000	Total £000
Community & Health	(225)	93	(132)
Corporate & Shared Services	(987)	1,303	316
Customers & Transactional Services	(478)	582	104
Finance & Resources	(649)	1,191	542
Leisure, Waste & Street Scene	(2,964)	4,234	1,270
Place	(179)	758	579
Planning	(686)	1,419	733
Regeneration & Growth, Economy & Skills	(106)	98	(8)
Total	(6,274)	9,678	3,404

1.1.7 The 2023/24 budget, as shown in table 5, is set to maintain a breakeven position. When the 2022/23 budget was set it intended to make a contribution to reserves of £249k. Quarter 2 (Q2) forecast outturn indicates a £127k contribution to reserves for 2022/23.

- **Commercial Investment Strategy**

1.1.8 A key part of the Council's previous Budget strategy has been the Commercial Investment Strategy (CIS), as approved by the Council in 2015. The Council's Commercial Investments contribute a significant proportion of income to our budgets, and income has remained extremely strong throughout the pandemic. Investing in the property market remains challenging, never more so in the current climate. Even before the start of COVID19, the Cabinet signalled a change in investment emphasis towards acquisitions/investments that are more likely to be focused on the redevelopment of Market Towns and housing related propositions. Due to the continued uncertain economic conditions, particularly around retail and office space, it is difficult to predict how the market will evolve, although it should be stressed that HDC's portfolio is built around investments we plan to hold for the medium to long term. An external review of the CIS is planned during 2023/24 to ensure the Council continues to invest its funds effectively. The table below illustrates the contribution that the CIS makes to the Council's finances.

Actual 20/21	Budget 21/22	Forecast 21/22	Budget 22/23	Budget 23/24	Budget 24/25	Budget 25/26	Budget 26/27
£m	£m	£m	£m	£m	£m	£m	£m
3.3	2.7	3.3	3.0	2.8	3.2	3.4	3.4

- **Capital – Revenue Implications**

1.1.9 The revenue budget contains any implications from the proposed capital programme for 2023/24 and the MTFs, whether that will be savings because of investment, additional running costs or the cost of borrowing (Minimum Revenue Provision).

- **Summary Impact of all budget changes – comparing Final Budget 2022/23 to Final Budget 2023/24**

1.1.10 Overall, the revenue changes to the budget in respect of Savings & Additional Income, Service Growth and Capital have resulted in a net increase in the Council's budget of £2,599k (12%) when compared to the 2022/23 Original Budget and an increase of £2,068k (9%) when compared to the 2022/23 Forecast Outturn. A service-by-service and portfolio-by portfolio summary is shown in **Table 2** below.

Service	2022/23		2023/24								Variance	
	Forecast Outturn	Original Budget	Previously Approved	Unavoidable Pressures	Savings	Increased Income	Growth Bids	Inflation	Other Operational Adjustments	Proposed Budget	To 2022/23 Forecast	To 2022/23 Budget
	£000	£000	£000	£000	£000	£000	£000	£000	£000	£000	%	%
Chief Operating Officer	5,247	5,176	5,211	485	(410)	(398)	55	70	248	5,261	0%	2%
Chief Planning Officer	592	441	330	315	(335)	(350)	313	-	694	967	63%	119%
Corporate Leadership	1,226	1,201	710	-	(179)	-	-	-	758	1,289	5%	7%
Corporate Resources	6,878	6,878	7,058	478	(829)	(349)	95	589	1,058	8,100	18%	18%
Economic Development	200	198	202	-	(1)	-	-	-	4	205	3%	4%
Housing	191	187	190	-	(2)	-	-	-	8	196	3%	5%
Leisure & Health	620	(25)	(104)	37	(1,590)	(792)	-	1,673	1,129	353	(43%)	(1512%)
Operations	4,098	4,917	5,014	287	(241)	(205)	68	15	114	5,052	23%	3%
Programme Delivery	39	73	74	-	(74)	-	-	-	-	-	(100%)	(100%)
Strategic Insight & Delivery	179	(136)	(708)	48	(110)	(35)	211	131	531	68	(62%)	(150%)
3C ICT Shared Service	2,775	2,604	2,732	-	(154)	(218)	84	-	178	2,622	(6%)	1%
Net Expenditure	22,045	21,514	20,709	1,650	(3,925)	(2,347)	826	2,478	4,722	24,113		
Forecast Outturn	22,045				2,068					24,113	9%	
Budget		21,514			2,599					24,113		12%

Portfolio	2022/23		2023/24								Variance	
	Forecast Outturn	Original Budget	Previously Approved	Unavoidable Pressures	Savings	Increased Income	Growth Bids	Inflation	Other Operational Adjustments	Proposed Budget	To 2022/23 Forecast	To 2022/23 Budget
	£000	£000	£000	£000	£000	£000	£000	£000	£000	£000	%	%
Community & Health	386	406	410	-	-	(225)	-	-	93	278	(28%)	(32%)
Corporate & Shared Services	6,999	6,926	7,020	133	(599)	(388)	84	548	538	7,336	5%	6%
Customers & Transactional Services	4,523	4,337	4,369	388	(325)	(153)	55	-	139	4,473	(1%)	3%
Finance & Resources	2,884	2,915	3,131	443	(465)	(184)	-	41	707	3,673	27%	26%
Leisure, Waste & Street Scene	4,599	4,458	3,898	372	(1,936)	(1,028)	279	1,819	1,764	5,168	12%	16%
Place	1,226	1,201	710	-	(179)	-	-	-	758	1,289	5%	7%
Planning	983	784	674	315	(336)	(350)	408	-	696	1,407	43%	79%
Regeneration & Growth, Economy & Skills	445	487	497	-	(86)	(20)	-	70	28	489	10%	0%
Net Expenditure	22,045	21,514	20,709	1,651	(3,926)	(2,348)	826	2,478	4,723	24,113		
Forecast Outturn	22,045				2,068					24,113	9%	
Budget		21,514			2,599					24,113		12%

1.2 Corporate and Government Funding

- **Government Grant**

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

- New Homes Bonus (NHB), on the 21 December 2022 the Government provisionally made an announcement in respect of New Homes Bonus and the 2023/24 settlement is expected be £1.273m; this was not budgeted in the 2022/23 MTFS. The Government's intention is to phase out the grant gradually, being reduced to zero by 2025/26.
- A new grant has been created to ensure every authority has an increase in Core Spending Power of at least 3%. The settlement is expected to be £1.064m in 2023/24 and this is included in the 2023/24 MTFS.
- In the 2020/21 MTFS it was expected that the council would be in a negative RSG position from 2020/21 onwards. On the 21 December 2022, the Government provisionally confirmed there would be no negative RSG for 2023/24. As the Fair Funding Review continues to be delayed, the 2023/24 MTFS provides for prudent RSG payments for the MTFS 2024/25 to 2027/28 in accordance with expert advice.

Council Tax and Business Rates

- 1.2.2 There is an assumption within the 2023/24 Budget that there will be a Council Tax increase of 3.31% (equating to £5) for a Band D property. The Local Government Financial Settlement 2023/24 confirmed the referendum principle for Council Tax increases of up to 3 per cent or £5, whichever is higher, for shire district councils. From 2024/25 over the remaining term of the MTFS Council Tax will be increased by £5 per annum. Therefore, the Council Tax for 2023/24 will be £155.86 per Band D equivalent property.

Council Tax					
	2019/20	2020/21	2021/22	2022/23	2023/24
	£142.16	£145.86	145.86	£150.86	£155.86
% increase on previous		2.60%	0.00%	3.43%	3.31%
Cumulative % increase		2.60%	2.60%	6.12%	9.64%

- 1.2.3 The Council receives 40% of the Business rates collected and, after allowing for the tariff payment and s.31 grant funding, it estimates this to be £11.272m in 2023/24, this is an increase of 25.8% from the previous year. The increase is as a result of changes in rateable values and assumes an annual inflation factor of 3.7% and allows growth over the MTFS period to reflect the annual inflation increases to the business rates multiplier.

Collection Fund (Surplus)/Deficit

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

Table 3	Collection Fund Estimated Surplus 2022/23	
	Surplus £000	HDC Share £000
Council Tax	297	36
Total	297	36

1.3 Summary Budget

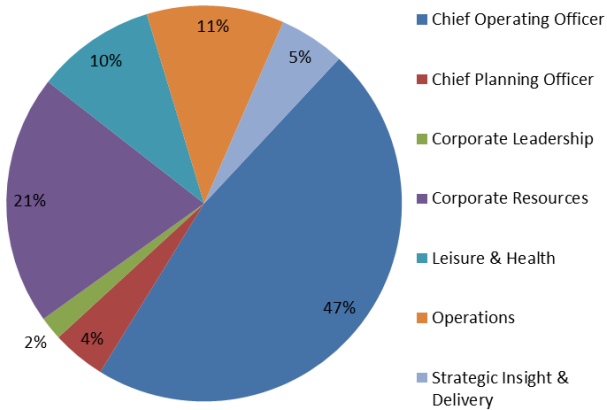
1.3.1 Considering the 3.31% increase in Council Tax for 2023/24 and the annual increases over the MTFS period, this results in the funding statement shown in **Table 4** and **Table 5** below.

Table 4a By Head of Service	Council Services Net Expenditure Budget (2023/24) and MTFS						
	2022/23		2023/24	Medium Term Financial Strategy			
	Budget £000	Forecast (September) £000	Budget £000	2024/25 £000	2025/26 £000	2026/27 £000	2027/28 £000
Chief Operating Officer	5,176	5,247	5,261	5,574	5,708	5,825	5,979
Chief Planning Officer	441	592	967	770	645	618	662
Corporate Leadership	1,201	1,226	1,289	652	617	581	545
Corporate Resources	6,878	6,878	8,100	7,301	6,825	6,864	6,900
Economic Development	198	200	205	210	214	218	222
Housing	187	191	196	199	203	351	380
Leisure & Health	(25)	620	353	411	422	502	532
Operations	4,917	4,098	5,052	4,697	3,615	3,385	3,489
Programme Delivery	73	39	-	-	-	-	-
Strategic Insight & Delivery	(136)	179	68	(86)	(88)	(14)	4
3C ICT Shared Service	2,604	2,775	2,622	2,746	2,826	2,804	2,886
Net Expenditure	21,514	22,045	24,113	22,474	20,987	21,134	21,599

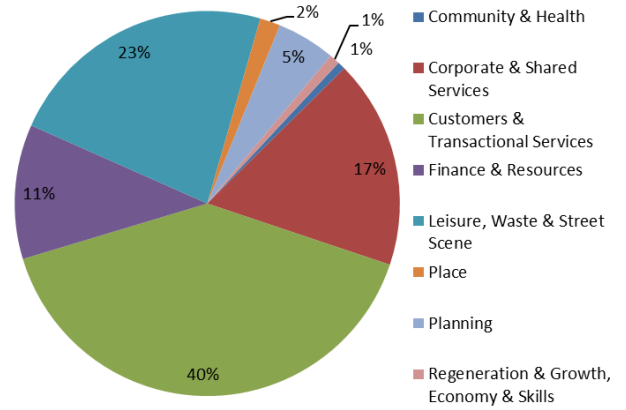
Table 4b By Portfolio	Council Services Net Expenditure Budget (2023/24) and MTFS						
	2022/23		2023/24	Medium Term Financial Strategy			
	Budget £000	Forecast (September) £000	Budget £000	2024/25 £000	2025/26 £000	2026/27 £000	2027/28 £000
Community & Health	406	386	278	416	420	424	428
Corporate & Shared Services	6,926	6,999	7,336	7,574	7,773	7,923	8,094
Customers & Transactional Services	4,337	4,523	4,473	4,652	4,780	4,891	5,028
Finance & Resources	2,915	2,884	3,673	2,828	2,273	2,238	2,206
Leisure, Waste & Street Scene	4,458	4,599	5,168	4,637	3,526	3,354	3,496
Place	1,201	1,226	1,289	652	617	581	545
Planning	784	983	1,407	1,216	1,092	1,211	1,283
Regeneration & Growth, Economy & Skills	487	445	489	499	506	512	519
Net Expenditure	21,514	22,045	24,113	22,474	20,987	21,134	21,599

Table 5	Council Funding Statement Budget (2023/24) and MTF5						
	2022/23		2023/24	Medium Term Financial Strategy			
	Budget £000	Forecast (September) £000	Budget £000	2024/25 £000	2025/26 £000	2026/27 £000	2027/28 £000
Net Expenditure	21,514	22,045	24,113	22,474	20,987	21,134	21,599
Contribution to/(from) Earmarked Reserves:	-	(114)	187	253	253	253	253
Contribution to/(from) General Reserves	249	127	(0)	2,774	1,469	729	(309)
Budget Requirement	21,763	22,058	24,299	25,501	22,709	22,116	21,543
Retained Business Rates Income	(27,947)	(28,156)	(33,166)	(35,716)	(34,199)	(34,934)	(35,670)
Tariff	18,536	18,536	21,360	22,944	28,812	29,392	29,971
Levy	1,855	1,957	2,462	2,704	-	-	-
Renewables	(996)	(1,170)	(1,170)	(1,170)	(1,170)	(1,344)	(1,344)
Designated (Enterprise Zones)	(405)	(660)	(758)	(758)	(758)	(758)	(758)
Damping Adjustment	-	-	-	-	(2,659)	(1,239)	3
Returned BRRS Surplus	-	-	-	-	(615)	(615)	(615)
Returned Cap Compensation	-	-	-	-	(861)	(861)	(861)
	(8,957)	(9,493)	(11,272)	(11,997)	(11,450)	(10,360)	(9,274)
Revenue Support Grant (RSG)	-	(1)	(177)	(190)	95	149	202
New Homes Bonus	(2,116)	(2,116)	(1,273)	(1,273)	-	-	-
Collection Fund (Surplus) / Deficit	104	104	(36)	-	-	-	-
Council Tax Support Funding	(126)	-	-	-	-	-	-
3% Funding Guarantee	-	-	(1,064)	(1,044)	-	-	-
22/23 Service Grant	(316)	(316)	(178)	(178)	-	-	-
HB Admin Support Grant	(370)	-	-	-	-	-	-
Rural Services Grant	(45)	(45)	(45)	(45)	(45)	(45)	(45)
Local Tier Service Grant	(206)	(206)	-	-	-	-	-
Council Tax Requirement	9,731	9,731	10,255	10,774	11,309	11,860	12,426
- Base (*)	64,501	64,501	65,795	66,979	68,185	69,412	70,661
- Per Band D (£)	150.86	150.86	155.86	160.86	165.86	170.86	175.86
- Increase (£)			5.00	5.00	5.00	5.00	5.00
- Increase %			3.31%	3.21%	3.11%	3.01%	2.93%

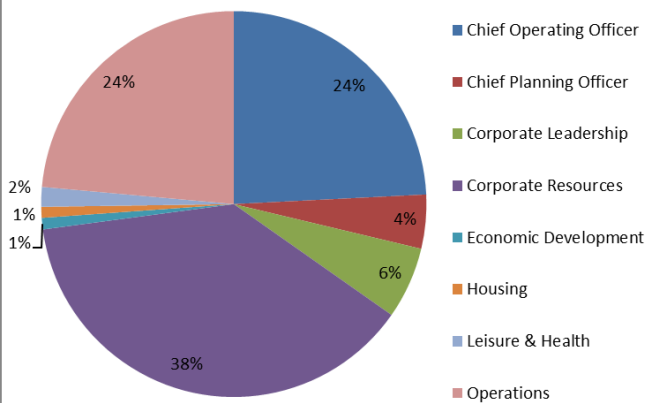
Gross Spend by Service 2023/24 %



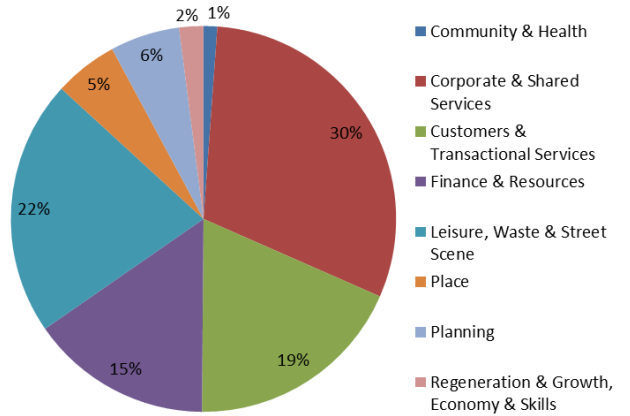
Gross Spend by Portfolio 2023/24 %



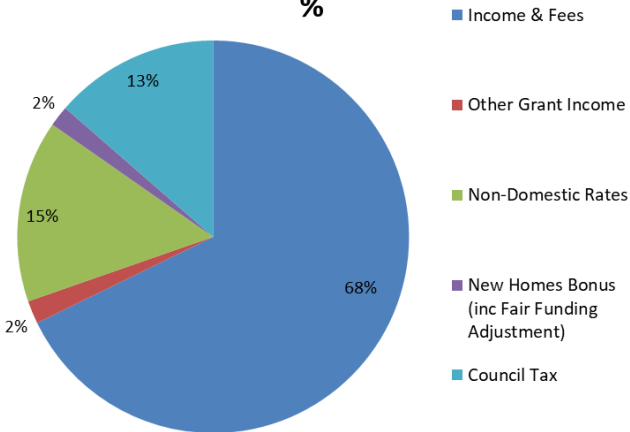
Net Spend by Service 2023/24 %



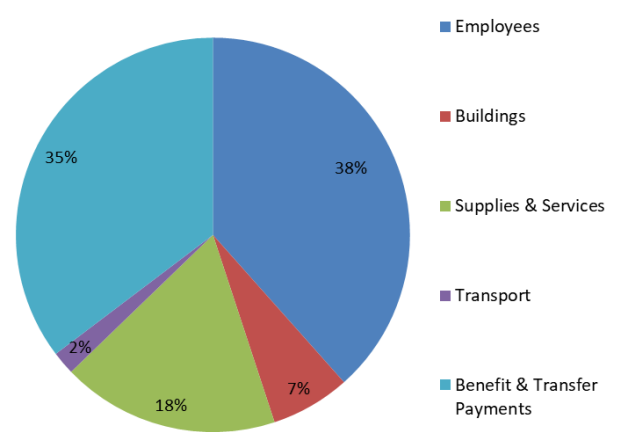
Net Spend by Portfolio 2023/24 %



How Services Are Paid For in 2023/24 %



Subjective Analysis 2023/24 %



1.4 Revenue Reserves

1.4.1 The impact on the **General Fund Reserve** of the grant settlement from Government, the Council's policy to increase Council Tax and the savings, income and growth built into the budget 2023/24 and MTFS is shown in **Table 6** below.

GENERAL RESERVES MOVEMENT							
Table 6	Reserves and MTFS						
	2022/23		2023/24	Medium Term Financial Strategy			
	Budget £000	Forecast £000	Budget £000	2024/25 £000	2025/26 £000	2026/27 £000	2027/28 £000
BUDGET SURPLUS RESERVE							
b/f	4,223	4,975	5,102	3,829	5,330	6,799	7,528
Contribution from (to) General Fund	249	127	(0)	2,774	1,469	729	(309)
Contribution from (to) CIS Reserve	-	-	(1,273)	(1,273)	-	-	-
c/f	4,472	5,102	3,829	5,330	6,799	7,528	7,219
COMMERCIAL INVESTMENT RESERVE							
b/f	5,399	5,595	5,595	6,868	8,141	8,141	8,141
Contribution to Reserve (former NHB)	-	-	-	-	-	-	-
Contribution from (to) Budget Surplus Reserve	-	-	1,273	1,273	-	-	-
c/f	5,399	5,595	6,868	8,141	8,141	8,141	8,141
GENERAL FUND (Unallocated) RESERVE							
b/f	2,175	2,175	2,175	2,175	2,175	2,175	2,175
Contribution to/(from) Reserve	249	127	(0)	2,774	1,469	729	(309)
Contribution from(to) Budget Surplus	(249)	(127)	0	(2,774)	(1,469)	(729)	309
c/f	2,175	2,175	2,175	2,175	2,175	2,175	2,175
Net Expenditure	21,514	22,045	24,113	22,474	20,987	21,134	21,599
Minimum Level of Reserves	2,175	2,175	2,175	2,175	2,175	2,175	2,175

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

2.0 REVENUE OPERATIONAL BUDGETS AND MEDIUM-TERM FINANCIAL STRATEGY

2.1 Subjective Analysis of Spend and Income

Huntingdonshire District Council Table 7

Actuals 2021/22	Subjective Analysis : Controllable Only		2022/23 Budget	2023/24 Budget	2024/25 Budget	2025/26 Budget	2026/27 Budget	2027/28 Budget
£000			£000	£000	£000	£000	£000	£000
-	Income & Fees	Commuted sums	(82)	(82)	(82)	(82)	(82)	(82)
(52)		Developer Contributions	(46)	(50)	(50)	(50)	(50)	(50)
(15,776)		Fees & charges	(16,784)	(16,834)	(18,253)	(18,969)	(19,575)	(19,670)
(41,942)		Government grants	(15,655)	(23,885)	(21,874)	(15,348)	(15,328)	(15,307)
(455)		Interest Income	(533)	(436)	(485)	(511)	(511)	(511)
(18)		NDR	(28)	(7)	(7)	(7)	(7)	(7)
(3,638)		Other grants and contributions	(4,239)	(4,286)	(4,032)	(3,956)	(3,734)	(3,716)
(5,096)		Rent	(4,859)	(4,783)	(5,164)	(5,575)	(5,592)	(5,654)
(652)		Sales	(515)	(638)	(733)	(763)	(813)	(820)
(67,628)	Income & Fees Total		(42,742)	(51,002)	(50,680)	(45,261)	(45,692)	(45,817)
18,802	Employees	Salary	20,214	20,824	20,660	20,956	21,451	21,883
1,683		National Insurance	1,940	1,759	1,731	1,782	1,848	1,910
2,961		Pension	3,253	3,358	3,385	3,442	3,525	3,596
281		Employee Insurance	335	286	292	298	304	310
2,048		Hired Staff	321	348	328	329	329	329
2,006		Other Staff Costs	1,850	1,830	1,870	1,657	1,657	1,657
72		Recruitment	36	34	36	34	34	34
338		Severance payments	152	152	152	152	152	152
167		Training	126	124	121	124	124	124
141		Uniform & laundry	44	47	48	48	48	48
28,500	Employees Total		28,270	28,763	28,624	28,821	29,470	30,041
707	Buildings	Energy Costs	782	2,028	2,031	2,031	2,032	2,033
26		Ground Maintenance Costs	15	9	9	9	9	9
118		Premises Cleaning	67	96	90	90	90	90
111		Premises Insurance	123	124	124	125	125	125
11		Rates	7	7	7	7	7	7
7		Rents	13	13	13	13	13	13
1,344		Rents Payable	1,503	1,725	1,697	1,762	1,824	1,868
521		Repairs & Maintenance	786	780	757	761	761	761
118		Water Services	159	135	134	134	134	134
2,964	Buildings Total		3,456	4,918	4,863	4,933	4,996	5,041
11	Supplies & Services	Catering	5	5	5	5	5	5
1,177		Communication and computing	1,119	1,269	1,201	1,207	1,212	1,213
13		Election Costs	-	-	-	-	-	-
5,010		Equipment, furniture & materials	3,694	3,722	4,034	3,801	3,724	3,731
5		Expenses	-	-	-	-	-	-
73		Insurance - service related	89	86	88	89	90	90
153		Members Allowances	437	440	445	450	455	461
659		Office expenses	470	407	546	425	428	428
1		Operating Costs	-	-	-	-	-	-
2		Other Staff Costs	-	-	-	-	-	-
81		Premises Cleaning	74	74	74	74	74	74
8		Repairs & Maintenance	-	-	-	-	-	-
(367)		Sales	(40)	(40)	(40)	(40)	(40)	(40)
5,725		Services	7,195	7,374	7,099	6,711	6,619	6,577
6		Telecommunications	-	-	-	-	-	-
12,558	Supplies & Services Total		13,045	13,337	13,452	12,721	12,568	12,539
6	Transport	Contract Hire & operating leases	19	7	7	7	7	7
24		Mileage Allowance	60	55	57	57	57	57
1,013		Operating Costs	964	1,193	1,112	1,132	1,152	1,152
4		Other Transport Costs	-	-	-	-	-	-
41		Pool Car	31	30	30	30	30	30
1		Public Transport	20	18	18	18	18	18
165		Vehicle Insurance	204	154	157	161	164	167
1,255	Transport Total		1,297	1,457	1,381	1,404	1,428	1,431
25,169	Benefit & Transfer Payments	Benefits	15,521	23,803	21,875	15,521	15,521	15,521
1,926		Contributions paid	1,061	1,046	1,068	1,068	1,068	1,068
14,445		Grants	836	1,009	964	840	835	835
106		Irrecoverable V A T	106	106	106	106	106	106
464		Levies	408	503	503	503	503	503
7		Other Misc Payments	7	7	7	7	7	7
42,116	Benefit & Transfer Payments Total		17,937	26,473	24,522	18,044	18,039	18,039
-	Renewals Fund Contribution	Renewals Fund Contribution	58	33	58	58	58	58
-	Renewals Fund Contribution Total		58	33	58	58	58	58
(190)	Reserve-Revenue Transfers	Bad Debts Provision	165	155	155	155	155	155
-		Reserve-Revenue Transfers	27	(21)	98	112	112	112
(190)	Reserve-Revenue Transfers Total		192	134	253	267	267	267
19,575	Net Service Expenditure		21,514	24,113	22,474	20,987	21,134	21,599
87,203	Gross Service Expenditure		64,256	75,115	73,153	66,249	66,826	67,416
(67,628)	Gross Service Income		(42,742)	(51,002)	(50,680)	(45,261)	(45,692)	(45,817)
19,575	Net Service Expenditure		21,514	24,113	22,474	20,987	21,134	21,599

2.2 Service Budgets by Head of Service

Huntingdonshire District Council

Table 8

Actuals 2021/22	Head of Service	Chief Operating Officer	2022/23 Budget	2023/24 Budget	2024/25 Budget	2025/26 Budget	2026/27 Budget	2027/28 Budget
£ 000			£ 000	£ 000	£ 000	£ 000	£ 000	£ 000
(2,316)	Income & Fees	Fees & charges	(1,919)	(2,023)	(1,909)	(1,932)	(1,948)	(1,940)
(35,914)		Government grants	(15,619)	(23,850)	(21,838)	(15,312)	(15,292)	(15,271)
(2)		Interest Income	-	-	-	-	-	-
(86)		Other grants and contributions	(89)	(93)	(3)	(3)	(3)	(3)
(127)		Rent	(110)	(130)	(134)	(138)	(143)	(147)
(15)		Sales	(5)	(5)	(5)	(5)	(5)	(5)
(38,460)	Income & Fees Total		(17,743)	(26,101)	(23,890)	(17,391)	(17,392)	(17,367)
3,936	Employees	Salary	4,216	4,267	4,214	4,300	4,387	4,477
374		National Insurance	429	371	364	377	389	403
650		Pension	687	678	680	694	708	722
102		Hired Staff	-	-	-	-	-	-
48		Other Staff Costs	25	29	29	29	29	29
2		Recruitment	-	-	-	-	-	-
22		Severance payments	-	-	-	-	-	-
2		Training	6	4	4	4	4	4
1		Uniform & laundry	1	1	1	1	1	1
5,136	Employees Total		5,366	5,351	5,292	5,404	5,519	5,636
22	Buildings	Energy Costs	28	94	95	96	97	98
8		Rents Payable	1	1	1	1	1	1
3		Repairs & Maintenance	18	16	16	16	16	16
24		Water Services	28	28	28	28	28	28
57	Buildings Total		75	138	139	140	141	142
-	Supplies & Services	Catering	1	1	1	1	1	1
67		Communication and computing	111	114	111	111	111	111
144		Equipment, furniture & materials	59	58	48	48	48	58
1		Expenses	-	-	-	-	-	-
2		Insurance - service related	-	-	-	-	-	-
45		Office expenses	52	42	46	46	46	46
1		Other Staff Costs	-	-	-	-	-	-
-		Sales	(1)	(1)	(1)	(1)	(1)	(1)
344		Services	286	362	394	396	397	399
604	Supplies & Services Total		509	576	600	602	603	615
4	Transport	Contract Hire & operating leases	-	-	-	-	-	-
8		Mileage Allowance	18	16	18	18	18	18
6		Operating Costs	7	7	7	7	7	7
4		Other Transport Costs	-	-	-	-	-	-
14		Pool Car	13	12	12	12	12	12
		Public Transport	4	3	3	3	3	3
1		Vehicle Insurance	-	-	-	-	-	-
37	Transport Total		42	39	40	40	40	40
25,169	Benefit & Transfer Payments	Benefits	15,521	23,803	21,875	15,521	15,521	15,521
1,905		Contributions paid	984	969	991	991	991	991
8,749		Grants	253	371	365	241	241	241
6		Irrecoverable V A T	6	6	6	6	6	6
2		Other Misc Payments	-	-	-	-	-	-
35,830	Benefit & Transfer Payments Total		16,763	25,149	23,237	16,758	16,758	16,758
-	Renewals Fund Contribution	Renewals Fund Contribution	8	8	8	8	8	8
-	Renewals Fund Contribution Total		8	8	8	8	8	8
(104)	Reserve-Revenue Transfers	Bad Debts Provision	157	147	147	147	147	147
-		Reserve-Revenue Transfers	-	(45)	-	-	-	-
(104)	Reserve-Revenue Transfers Total		157	102	147	147	147	147
3,100	Net Service Expenditure		5,176	5,262	5,574	5,708	5,825	5,979
41,560	Gross Service Expenditure		22,919	31,363	29,463	23,100	23,217	23,346
(38,460)	Gross Service Income		(17,743)	(26,101)	(23,890)	(17,391)	(17,392)	(17,367)
3,100	Net Service Expenditure		5,176	5,262	5,574	5,708	5,825	5,979
108	Building Control		153	250	250	250	250	250
221	Business Team		279	259	264	270	275	281
143	Chief Operating Officer		108	108	110	112	114	117
	Closed Churchyards		(13)	-	-	-	-	-
318	Community Team		585	438	589	597	605	623
(127)	Council Tax Support		(115)	(122)	(114)	(114)	(114)	(114)
875	Customer Services		979	902	919	940	961	982
227	Document Centre		251	173	166	169	173	186
15	Emergency Planning		31	26	31	32	32	33
113	Environmental Health Admin		120	133	137	140	143	146
343	Environmental Protection Team		364	431	442	451	460	469
562	Housing Benefits		1,554	1,892	1,983	2,023	2,066	2,125
(16)	Housing Miscellaneous		29	88	90	89	88	86
666	Housing Needs		1,142	1,032	1,035	1,080	1,097	1,115
(121)	Licencing		(61)	(99)	(98)	(100)	(95)	(90)
(227)	Local Tax Collection		(231)	(250)	(231)	(231)	(231)	(231)
3,100	Net Service Expenditure		5,176	5,262	5,574	5,708	5,825	5,979

Actuals 2021/22	Head of Service	Chief Planning Officer	2022/23 Budget	2023/24 Budget	2024/25 Budget	2025/26 Budget	2026/27 Budget	2027/28 Budget
£ 000			£ 000	£ 000	£ 000	£ 000	£ 000	£ 000
(52)	Income & Fees	Developer Contributions	(46)	(50)	(50)	(50)	(50)	(50)
(1,408)		Fees & charges	(2,456)	(1,636)	(1,670)	(1,720)	(1,795)	(1,795)
(70)		Government grants	(20)	(20)	(20)	(20)	(20)	(20)
-		Other grants and contributions	-	(223)	(226)	(229)	(233)	(236)
(2)		Sales	(2)	(2)	(2)	(2)	(2)	(2)
(1,532)	Income & Fees Total		(2,524)	(1,931)	(1,968)	(2,021)	(2,100)	(2,104)
1,416	Employees	Salary	1,783	1,864	1,796	1,795	1,830	1,866
139		National Insurance	182	179	174	174	179	185
244		Pension	292	312	311	310	317	323
486		Hired Staff	-	41	20	20	20	20
5		Other Staff Costs	1	1	1	1	1	1
12		Recruitment	-	-	-	-	-	-
1		Training	-	-	-	-	-	-
-		Uniform & laundry	-	2	2	2	2	2
2,302	Employees Total		2,259	2,399	2,304	2,302	2,349	2,397
	Buildings	Rents Payable	3	3	3	3	3	3
	Buildings Total		3	3	3	3	3	3
16	Supplies & Services	Communication and computing	9	9	9	9	9	9
25		Equipment, furniture & materials	9	12	12	7	12	12
44		Office expenses	38	40	38	38	38	38
131		Services	514	269	205	140	140	140
217	Supplies & Services Total		569	330	265	195	200	200
3	Transport	Mileage Allowance	5	5	5	5	5	5
4		Pool Car	8	8	8	8	8	8
		Public Transport	2	1	1	1	1	1
6	Transport Total		14	13	13	13	13	13
56	Benefit & Transfer Payments	Grants	46	58	58	58	58	58
57	Benefit & Transfer Payments Total		46	58	58	58	58	58
0	Reserve-Revenue Transfers	Reserve-Revenue Transfers	75	95	95	95	95	95
-	Reserve-Revenue Transfers Total		75	95	95	95	95	95
1,050	Net Service Expenditure		441	967	770	645	618	662

2,582	Gross Service Expenditure	2,966	2,898	2,738	2,666	2,718	2,766
(1,532)	Gross Service Income	(2,524)	(1,931)	(1,968)	(2,021)	(2,100)	(2,104)
1,050	Net Service Expenditure	441	967	770	645	618	662

537	Development Management	(257)	251	(112)	(181)	(228)	(198)
489	Planning Policy	674	692	858	802	821	836
23	Public Transport	24	24	24	24	24	24
1,050	Net Service Expenditure	441	967	770	645	618	662

Actuals 2021/22	Head of Service	Corporate Leadership	2022/23 Budget	2023/24 Budget	2024/25 Budget	2025/26 Budget	2026/27 Budget	2027/28 Budget
£ 000			£ 000	£ 000	£ 000	£ 000	£ 000	£ 000
449	Employees	Salary	514	509	519	529	540	550
52		National Insurance	65	62	63	64	66	68
78		Pension	89	88	90	92	93	95
-		Hired Staff	-	(1)	(1)	-	-	-
5		Recruitment	-	-	-	-	-	-
22		Severance payments	-	-	-	-	-	-
7		Training	5	5	5	5	5	5
612	Employees Total		674	663	676	690	704	719
	Supplies & Services	Catering	1	1	1	1	1	1
3		Communication and computing	2	2	2	2	2	2
3		Equipment, furniture & materials	-	-	-	-	-	-
30		Office expenses	15	15	15	15	15	15
19		Services	505	605	(45)	(95)	(145)	(195)
55	Supplies & Services Total		522	622	(28)	(78)	(128)	(178)
	Transport	Mileage Allowance	2	2	2	2	2	2
		Public Transport	1	1	1	1	1	1
	Transport Total		4	3	4	4	4	4
1	Benefit & Transfer Payments	Other Misc Payments	1	1	1	1	1	1
1	Benefit & Transfer Payments Total		1	1	1	1	1	1
669	Net Service Expenditure		1,201	1,289	652	617	581	545

669	Gross Service Expenditure	1,201	1,289	652	617	581	545
669	Net Service Expenditure	1,201	1,289	652	617	581	545

529	Directors	1,035	1,117	477	438	399	360
140	Executive Support & Business Planning	165	171	175	179	182	186
669	Net Service Expenditure	1,201	1,289	652	617	581	545

Actuals 2021/22	Head of Service	Corporate Resources	2022/23 Budget	2023/24 Budget	2024/25 Budget	2025/26 Budget	2026/27 Budget	2027/28 Budget
£ 000			£ 000	£ 000	£ 000	£ 000	£ 000	£ 000
(553)	Income & Fees	Fees & charges	(432)	(482)	(492)	(502)	(502)	(502)
(3,052)		Government grants	-	-	-	-	-	-
(452)		Interest Income	(533)	(436)	(485)	(511)	(511)	(511)
(6)		NDR	(28)	-	-	-	-	-
1		Other grants and contributions	(5)	(5)	(5)	(5)	(5)	(5)
(4,932)		Rent	(4,716)	(4,620)	(4,997)	(5,404)	(5,416)	(5,474)
(293)		Sales	-	-	-	-	-	-
(9,287)	Income & Fees Total		(5,714)	(5,542)	(5,979)	(6,422)	(6,434)	(6,492)
2,478	Employees	Salary	2,049	2,363	2,097	2,138	2,180	2,222
207		National Insurance	209	194	189	195	202	208
329		Pension	332	345	346	353	360	368
281		Employee Insurance	334	286	292	298	304	310
657		Hired Staff	22	22	22	22	22	22
1,678		Other Staff Costs	1,621	1,601	1,514	1,427	1,427	1,427
16		Recruitment	21	21	21	21	21	21
346		Severance payments	152	152	152	152	152	152
80		Training	61	63	63	63	63	63
108		Uniform & laundry						
6,179	Employees Total		4,804	5,050	4,697	4,670	4,732	4,794
198	Buildings	Energy Costs	194	728	720	719	719	719
88		Premises Cleaning	26	55	42	42	42	42
111		Premises Insurance	123	124	124	125	125	125
7		Rates	7	7	7	7	7	7
553		Rents Payable	656	788	711	736	769	784
172		Repairs & Maintenance	317	314	289	289	289	289
()		Water Services	15	16	16	15	15	15
1,129	Buildings Total		1,338	2,033	1,909	1,933	1,966	1,981
5	Supplies & Services	Catering	3	3	3	3	3	3
259		Communication and computing	162	115	115	115	115	115
13		Election Costs	-	-	-	-	-	-
145		Equipment, furniture & materials	66	63	63	63	63	63
1		Expenses	-	-	-	-	-	-
58		Insurance - service related	85	82	84	85	86	86
153		Members Allowances	437	440	445	450	455	461
349		Office expenses	176	155	155	155	155	155
1		Operating Costs	-	-	-	-	-	-
1		Other Staff Costs	-	-	-	-	-	-
75		Premises Cleaning	74	74	74	74	74	74
4,210	Supplies & Services Total	Services	4,658	4,750	4,831	4,792	4,740	4,747
5,270	Supplies & Services Total		5,662	5,683	5,771	5,738	5,692	5,705
2	Transport	Contract Hire & operating leases	-	-	-	-	-	-
5		Mileage Allowance	12	12	12	12	12	12
54		Operating Costs	-	-	-	-	-	-
21		Pool Car	3	3	3	3	3	3
		Public Transport	3	3	3	3	3	3
150		Vehicle Insurance	202	153	156	159	162	166
232	Transport Total		220	171	174	177	181	184
22	Benefit & Transfer Payments	Contributions paid	77	77	77	77	77	77
3,582		Grants	40	78	39	39	39	39
26		Irrecoverable V A T	26	26	26	26	26	26
464		Levies	408	503	503	503	503	503
4		Other Misc Payments	6	6	6	6	6	6
4,098	Benefit & Transfer Payments Total		556	690	651	651	651	651
(87)	Reserve-Revenue Transfers	Bad Debts Provision	8	8	8	8	8	8
-		Reserve-Revenue Transfers	4	8	69	69	69	69
(87)	Reserve-Revenue Transfers Total		12	16	77	77	77	77
7,534	Net Service Expenditure		6,878	8,100	7,301	6,825	6,864	6,900

16,821	Gross Service Expenditure	12,592	13,642	13,280	13,247	13,298	13,392
(9,287)	Gross Service Income	(5,714)	(5,542)	(5,979)	(6,422)	(6,434)	(6,492)
7,534	Net Service Expenditure	6,878	8,100	7,301	6,825	6,864	6,900

(3,548)	Commercial Estates	(2,960)	(2,544)	(3,122)	(3,479)	(3,530)	(3,578)
7,184	Corporate Finance	5,356	5,852	5,571	5,359	5,359	5,359
656	Democratic & Elections	928	916	937	951	965	980
37	Energy & Sustainability Mgt	55	42	43	44	45	46
781	Facilities Management	865	1,214	1,249	1,282	1,308	1,327
516	Finance	721	668	677	689	700	712
183	Head of Resources	105	113	115	118	120	122
699	Human Resources	599	674	638	649	660	671
225	Legal	224	259	271	278	285	292
(2)	Public Conveniences	-	-	-	-	-	-
103	Risk Management	139	145	148	150	153	155
699	Risks & Control	847	760	773	786	800	814
7,534	Net Service Expenditure	6,878	8,100	7,301	6,825	6,864	6,900

Actuals 2021/22	Head of Service	Economic Development	2022/23 Budget	2023/24 Budget	2024/25 Budget	2025/26 Budget	2026/27 Budget	2027/28 Budget
£ 000			£ 000	£ 000	£ 000	£ 000	£ 000	£ 000
(6)	Income & Fees	Fees & charges	(6)	(6)	(6)	(6)	(6)	(6)
(1,851)		Government grants	-	-	-	-	-	-
(1,857)	Income & Fees Total		(6)	(6)	(6)	(6)	(6)	(6)
130	Employees	Salary	138	144	147	150	153	156
13		National Insurance	15	15	15	15	15	16
-		Hired Staff	-	-	-	-	-	-
-		Training	-	-	-	-	-	-
167	Employees Total		177	184	187	191	195	199
8	Supplies & Services	Communication and computing	9	8	9	9	9	10
30		Equipment, furniture & materials	-	4	4	4	4	4
29		Office expenses	-	14	14	14	13	13
63		Services	17	1	2	1	2	1
129	Supplies & Services Total		27	27	28	28	28	28
-	Transport	Public Transport	-	-	-	-	-	-
-	Transport Total		1	1	1	1	1	1
1,763	Benefit & Transfer Payments	Grants	-	-	-	-	-	-
1,763	Benefit & Transfer Payments Total		-	-	-	-	-	-
202	Net Service Expenditure		198	206	210	214	218	222
2,059	Gross Service Expenditure		204	212	216	220	224	228
(1,857)	Gross Service Income		(6)	(6)	(6)	(6)	(6)	(6)
202	Net Service Expenditure		198	206	210	214	218	222
202	Economic Development		198	206	210	214	218	222
202	Net Service Expenditure		198	206	210	214	218	222

Actuals 2021/22	Head of Service	Housing	2022/23 Budget	2023/24 Budget	2024/25 Budget	2025/26 Budget	2026/27 Budget	2027/28 Budget
£ 000			£ 000	£ 000	£ 000	£ 000	£ 000	£ 000
(70)	Income & Fees	Other grants and contributions	(361)	(157)	(160)	(163)	(22)	-
(70)	Income & Fees Total		(361)	(157)	(160)	(163)	(22)	-
121	Employees	Salary	484	254	259	264	270	275
13		National Insurance	15	27	27	28	29	30
21		Pension	21	44	45	46	47	48
168		Hired Staff	-	-	-	-	-	-
3		Recruitment	-	-	-	-	-	-
326	Employees Total		520	325	332	338	345	352
1	Supplies & Services	Communication and computing	1	1	1	1	1	1
1		Equipment, furniture & materials	-	-	-	-	-	-
17		Office expenses	1	-	-	-	-	-
19		Services	-	-	-	-	-	-
19	Supplies & Services Total		1	1	1	1	1	1
26	Benefit & Transfer Payments	Grants	27	26	26	26	26	26
26	Benefit & Transfer Payments Total		27	26	26	26	26	26
300	Net Service Expenditure		187	196	199	203	351	380
370	Gross Service Expenditure		548	353	359	366	373	380
(70)	Gross Service Income		(361)	(157)	(160)	(163)	(22)	-
300	Net Service Expenditure		187	196	199	203	351	380
190	Housing Strategy		187	196	199	203	207	210
111	Market Towns		-	-	-	-	144	170
300	Net Service Expenditure		187	196	199	203	351	380

Actuals 2021/22	Head of Service	Leisure & Health	2022/23 Budget	2023/24 Budget	2024/25 Budget	2025/26 Budget	2026/27 Budget	2027/28 Budget
£ 000			£ 000	£ 000	£ 000	£ 000	£ 000	£ 000
(3,746)	Income & Fees	Fees & charges	(5,385)	(5,604)	(5,693)	(5,783)	(5,808)	(5,880)
(770)		Government grants	-	-	-	-	-	-
(13)		NDR	-	(7)	(7)	(7)	(7)	(7)
(90)		Other grants and contributions	(43)	(87)	(63)	(63)	(64)	(64)
-		Rent	(1)	(1)	(1)	(1)	(1)	(1)
(159)		Sales	(343)	(450)	(450)	(450)	(450)	(450)
(4,778)	Income & Fees Total		(5,772)	(6,149)	(6,214)	(6,305)	(6,330)	(6,402)
3,015	Employees	Salary	3,077	3,346	3,423	3,493	3,565	3,639
173		National Insurance	189	183	181	188	195	203
374		Pension	394	447	457	466	476	485
9		Other Staff Costs	1	1	1	1	1	1
3		Recruitment	-	-	-	-	-	-
(78)		Severance payments	-	-	-	-	-	-
8		Training	-	-	-	-	-	-
6		Uniform & laundry	10	10	10	10	10	10
3,510	Employees Total		3,671	3,988	4,072	4,159	4,247	4,337
393	Buildings	Energy Costs	517	1,049	1,049	1,049	1,049	1,049
5		Ground Maintenance Costs	15	8	8	8	8	8
22		Premises Cleaning	30	30	30	30	30	30
463		Rents Payable	496	540	554	570	587	604
168		Repairs & Maintenance	192	145	145	145	145	145
45		Water Services	83	83	83	83	83	83
1,096	Buildings Total		1,333	1,855	1,869	1,885	1,902	1,919
22	Supplies & Services	Communication and computing	54	68	68	68	68	68
313		Equipment, furniture & materials	348	333	333	332	332	327
102		Office expenses	111	82	81	81	81	81
1		Premises Cleaning	-	-	-	-	-	-
89		Services	92	65	65	65	65	65
528	Supplies & Services Total		605	548	547	547	547	541
4	Transport	Mileage Allowance	9	6	6	6	6	6
6		Operating Costs	9	10	10	10	10	9
		Public Transport	1					
10	Transport Total		18	16	16	16	16	16
70	Benefit & Transfer Payments	Irrecoverable V A T	70	70	70	70	70	70
70	Benefit & Transfer Payments Total		70	70	70	70	70	70
-	Renewals Fund Contribution	Renewals Fund Contribution	50	25	50	50	50	50
-	Renewals Fund Contribution Total		50	25	50	50	50	50
436	Net Expenditure		(25)	353	410	422	502	532

5,214	Gross Service Expenditure	5,747	6,502	6,624	6,727	6,832	6,934
(4,778)	Gross Service Income	(5,772)	(6,149)	(6,214)	(6,305)	(6,330)	(6,402)
436	Net Service Expenditure	(25)	353	410	422	502	532

179	Huntingdon Leisure Centre	(128)	14	22	22	41	48
289	Leisure Centres Corporate	318	333	338	343	348	354
107	One Leisure	89	101	103	105	108	110
190	One Leisure Active Lifestyles	151	145	159	152	145	137
(840)	One Leisure Corporate Management	143	45	48	51	55	58
130	Ramsey Leisure Centre	3	76	77	78	92	97
153	St Ives Leisure Centre	(375)	(277)	(278)	(275)	(255)	(249)
202	St Ives Outdoor Centre	121	164	197	205	213	219
26	St Neots Leisure Centre	(347)	(248)	(255)	(260)	(244)	(242)
436	Net Service Expenditure	(25)	353	410	422	502	532

Actuals 2021/22	Head of Service	Operations	2022/23 Budget	2023/24 Budget	2024/25 Budget	2025/26 Budget	2026/27 Budget	2027/28 Budget
£ 000			£ 000	£ 000	£ 000	£ 000	£ 000	£ 000
-	Income & Fees	Commuted sums	(81)	(81)	(81)	(81)	(81)	(81)
(2,484)		Fees & charges	(2,106)	(2,279)	(3,543)	(4,003)	(4,463)	(4,463)
(5)		Government grants	-	-	-	-	-	-
(124)		Other grants and contributions	(118)	(119)	(120)	(121)	(121)	(121)
(28)		Sales	(9)	(9)	(9)	(9)	(9)	(9)
(2,641)	Income & Fees Total		(2,314)	(2,488)	(3,753)	(4,214)	(4,674)	(4,674)
3,230	Employees	Salary	3,654	3,651	3,618	3,684	3,832	3,910
300		National Insurance	351	295	285	294	312	324
564		Pension	654	652	647	659	685	699
437		Hired Staff	204	212	212	212	212	212
201		Other Staff Costs	155	153	280	153	153	153
1		Recruitment	-	-	-	-	-	-
23		Severance payments	-	-	-	-	-	-
21		Training	1	2	2	2	2	2
26		Uniform & laundry	28	30	30	30	30	30
4,803	Employees Total		5,047	4,995	5,075	5,034	5,226	5,330
9	Buildings	Energy Costs	6	19	19	19	19	19
9		Ground Maintenance Costs	-	-	-	-	-	-
-		Premises Cleaning	-	-	-	-	-	-
16		Rents Payable	-	-	-	-	-	-
45		Repairs & Maintenance	60	60	60	60	60	60
		Water Services	25	-	-	-	-	-
79	Buildings Total		91	80	80	80	80	80
1	Supplies & Services	Catering	-	-	-	-	-	-
42		Communication and computing	61	81	100	106	111	111
-		Council Tax Payable	-	-	-	-	-	-
398		Equipment, furniture & materials	303	295	545	295	295	295
1		Expenses	-	-	-	-	-	-
8		Insurance - service related	4	4	4	4	4	4
44		Office expenses	43	24	161	40	44	44
1		Other Staff Costs	-	-	-	-	-	-
6		Repairs & Maintenance	-	-	-	-	-	-
(39)		Sales	(34)	(34)	(34)	(34)	(34)	(34)
378		Services	745	910	1,416	1,180	1,189	1,189
6		Telecommunications	-	-	-	-	-	-
846	Supplies & Services Total		1,123	1,279	2,192	1,591	1,609	1,609
1	Transport	Contract Hire & operating leases	18	6	6	6	6	6
1		Mileage Allowance	2	1	1	1	1	1
937		Operating Costs	937	1,163	1,082	1,103	1,123	1,123
1		Pool Car	1	1	1	1	1	1
		Public Transport	1	1	1	1	1	1
12		Vehicle Insurance	1	1	1	1	1	1
950	Transport Total		959	1,173	1,092	1,113	1,133	1,133
24	Benefit & Transfer Payments	Grants	12	12	12	12	12	12
24	Benefit & Transfer Payments Total		12	12	12	12	12	12
4,062	Net Service Expenditure		4,917	5,052	4,697	3,615	3,385	3,489
6,703	Gross Service Expenditure		7,231	7,539	8,450	7,829	8,059	8,163
(2,641)	Gross Service Income		(2,314)	(2,488)	(3,753)	(4,214)	(4,674)	(4,674)
4,062	Net Service Expenditure		4,917	5,052	4,697	3,615	3,385	3,489
(54)	CCTV		(114)	(115)	(116)	(117)	(117)	(117)
264	CCTV Shared Service		244	286	291	301	311	321
235	Fleet Management		317	301	304	309	313	317
713	Green Spaces		641	665	663	677	691	705
90	Head of Operations		90	93	95	97	99	101
795	Street Cleansing		868	895	907	923	938	954
2,018	Waste Management		2,871	2,927	2,553	1,426	1,151	1,208
4,062	Net Service Expenditure		4,917	5,052	4,697	3,615	3,385	3,489

Actuals 2021/22	Head of Service	Strategic Insight & Delivery	2022/23 Budget	2023/24 Budget	2024/25 Budget	2025/26 Budget	2026/27 Budget	2027/28 Budget
£ 000			£ 000	£ 000	£ 000	£ 000	£ 000	£ 000
-	Income & Fees	Commuted sums	(1)	(1)	(1)	(1)	(1)	(1)
(2,469)		Fees & charges	(2,808)	(3,101)	(3,292)	(3,374)	(3,404)	(3,436)
(128)		Government grants	(16)	(16)	(16)	(16)	(16)	(16)
(74)		Other grants and contributions	(210)	(215)	(170)	(85)	-	-
(37)		Rent	(32)	(32)	(32)	(32)	(32)	(32)
(154)		Sales	(157)	(172)	(267)	(297)	(347)	(354)
(2,863)	Income & Fees Total		(3,223)	(3,536)	(3,777)	(3,805)	(3,800)	(3,838)
1,141	Employees	Salary	1,347	1,513	1,665	1,629	1,661	1,695
111		National Insurance	137	124	130	134	139	143
185		Pension	227	237	253	256	261	267
8		Hired Staff	-	-	-	-	-	-
24		Other Staff Costs	8	8	8	8	8	8
2		Recruitment	5	3	5	3	3	3
3		Severance payments	-	-	-	-	-	-
3		Training	8	5	3	5	5	5
1		Uniform & laundry	4	4	4	4	4	4
1,478	Employees Total		1,734	1,892	2,066	2,038	2,080	2,123
85	Buildings	Energy Costs	38	138	148	148	148	148
13		Ground Maintenance Costs	1	1	1	1	1	1
9		Premises Cleaning	11	11	18	18	18	19
4		Rates	-	-	-	-	-	-
7		Rents	13	13	13	13	13	13
318		Rents Payable	346	393	429	452	464	475
147		Repairs & Maintenance	193	239	241	246	246	246
4		Water Services	8	8	8	8	8	8
587	Buildings Total		610	802	857	886	897	909
5	Supplies & Services	Catering	-	-	-	-	-	-
5		Communication and computing	1	1	3	3	3	3
228		Equipment, furniture & materials	154	177	199	211	231	233
1		Expenses	-	-	-	-	-	-
6		Insurance - service related	-	-	-	-	-	-
10		Office expenses	24	24	24	24	24	24
5		Premises Cleaning	-	-	-	-	-	-
1		Repairs & Maintenance	-	-	-	-	-	-
(2)		Sales	-	-	-	-	-	-
257		Services	136	301	122	122	122	122
516	Supplies & Services Total		315	503	348	360	380	382
1	Transport	Mileage Allowance	2	2	2	2	2	2
10		Operating Costs	11	12	12	12	12	12
1		Pool Car	2	2	2	2	2	2
		Public Transport	1	1	1	1	1	1
3		Vehicle Insurance	1	1	1	1	1	1
15	Transport Total		16	17	17	17	17	17
244	Benefit & Transfer Payments	Grants	459	464	464	464	459	459
4		Irrecoverable V A T	4	4	4	4	4	4
248	Benefit & Transfer Payments Total		463	468	468	468	463	463
-	Reserve-Revenue Transfers	Reserve-Revenue Transfers	(52)	(79)	(66)	(52)	(52)	(52)
-	Reserve-Revenue Transfers Total		(52)	(79)	(66)	(52)	(52)	(52)
(20)	Net Service Expenditure		(136)	68	(86)	(88)	(14)	4
2,844	Gross Service Expenditure		3,087	3,604	3,691	3,717	3,785	3,842
(2,863)	Gross Service Income		(3,223)	(3,536)	(3,777)	(3,805)	(3,800)	(3,838)
(20)	Net Service Expenditure		(136)	68	(86)	(88)	(14)	4
(7)	Car Park - On Street		(132)	-	-	-	-	-
(1,279)	Car Parks - Off Street		(1,054)	(1,304)	(1,397)	(1,362)	(1,343)	(1,325)
312	Countryside		248	395	437	349	302	280
71	Markets		(38)	(32)	(29)	(26)	(24)	(21)
401	Parks and Open Spaces		542	555	519	528	532	541
482	Transformation		298	304	385	424	519	529
(20)	Net Service Expenditure		(136)	(82)	(86)	(88)	(14)	4

Actuals 2021/22	Head of Service	3C ICT Shared Service	2022/23 Budget	2023/24 Budget	2024/25 Budget	2025/26 Budget	2026/27 Budget	2027/28 Budget
£ 000			£ 000	£ 000	£ 000	£ 000	£ 000	£ 000
(2,793)	Income & Fees	Fees & charges	(1,672)	(1,704)	(1,648)	(1,648)	(1,648)	(1,648)
(152)		Government grants	-	-	-	-	-	-
(3,194)		Other grants and contributions	(3,413)	(3,388)	(3,286)	(3,286)	(3,286)	(3,286)
(6,139)	Income & Fees Total		(5,085)	(5,092)	(4,934)	(4,934)	(4,934)	(4,934)
2,831	Employees	Salary	2,896	2,912	2,922	2,974	3,033	3,094
294		National Insurance	341	309	304	312	322	331
485		Pension	524	529	531	541	552	563
189		Hired Staff	95	74	74	74	74	74
42		Other Staff Costs	37	37	37	37	37	37
28		Recruitment	10	10	10	10	10	10
46		Training	44	44	44	44	44	44
-		Uniform & laundry	1	1	1	1	1	1
3,916	Employees Total		3,948	3,917	3,923	3,993	4,073	4,154
15	Buildings	Repairs & Maintenance	6	6	6	6	6	6
15	Buildings Total		7	7	7	7	7	7
-	Supplies & Services	Catering	1	1	1	1	1	1
754		Communication and computing	708	869	782	782	782	782
3,723		Equipment, furniture & materials	2,755	2,779	2,829	2,839	2,738	2,738
5		Office expenses	12	12	12	12	12	12
(326)		Sales	(5)	(5)	(5)	(5)	(5)	(5)
216		Services	242	112	109	109	109	109
4,374	Supplies & Services Total		3,712	3,767	3,727	3,737	3,636	3,636
-	Transport	Contract Hire & operating leases	1	1	1	1	1	1
3		Mileage Allowance	10	10	10	10	10	10
1		Operating Costs						
1		Pool Car	4	4	4	4	4	4
1		Public Transport	8	8	8	8	8	8
5	Transport Total		23	23	23	23	23	23
2,171	Net Service Expenditure		2,604	2,622	2,746	2,826	2,805	2,886

8,311	Gross Service Expenditure		7,689	7,714	7,679	7,760	7,738	7,820
(6,139)	Gross Service Income		(5,085)	(5,092)	(4,934)	(4,934)	(4,934)	(4,934)
2,171	Net Service Expenditure		2,604	2,622	2,746	2,826	2,805	2,886

2,171	ICT Shared Service		2,604	2,622	2,746	2,826	2,805	2,886
2,171	Net Service Expenditure		2,604	2,622	2,746	2,826	2,805	2,886

2.3 Service Budgets by Portfolio

Actuals 2021/22	Portfolio	Community & Health	2022/23 Budget	2023/24 Budget	2024/25 Budget	2025/26 Budget	2026/27 Budget	2027/28 Budget
£ 000			£ 000	£ 000	£ 000	£ 000	£ 000	£ 000
1	Income & Fees	Fees & charges	-	(135)	-	-	-	-
(283)		Government grants	-	-	-	-	-	-
(80)		Other grants and contributions	(86)	(90)	-	-	-	-
(362)	Income & Fees Total		(86)	(225)	-	-	-	-
176	Employees	Salary	213	223	154	157	160	164
17		National Insurance	22	20	15	15	16	16
23		Pension	37	39	27	27	28	28
217	Employees Total		272	282	195	200	204	208
8	Buildings	Rents Payable	-	-	-	-	-	-
-		Repairs & Maintenance	1	1	1	1	1	1
8	Buildings Total		1	1	1	1	1	1
1	Supplies & Services	Communication and computing	1	2	2	2	2	2
-		Services	1	1	1	1	1	1
2	Supplies & Services Total		3	3	3	3	3	3
-	Transport	Mileage Allowance	2	2	2	2	2	2
-		Operating Costs	1	1	1	1	1	1
-	Transport Total		3	3	3	3	3	3
275	Benefit & Transfer Payments	Grants	214	214	214	214	214	214
275	Benefit & Transfer Payments Total		214	214	214	214	214	214
140	Net Service Expenditure		406	278	416	420	424	428

502	Gross Service Expenditure		492	502	416	420	424	428
(362)	Gross Service Income		(86)	(225)	-	-	-	-
140	Net Service Expenditure		406	278	416	420	424	428

141	Community Team		406	278	416	420	424	428
141	Net Service Expenditure		406	278	416	420	424	428

Actuals 2021/22	Portfolio	Corporate & Shared Services	2022/23 Budget	2023/24 Budget	2024/25 Budget	2025/26 Budget	2026/27 Budget	2027/28 Budget
£ 000			£ 000	£ 000	£ 000	£ 000	£ 000	£ 000
(3,023)	Income & Fees	Fees & charges	(1,751)	(1,881)	(1,825)	(1,825)	(1,825)	(1,825)
(872)		Government grants	-	-	-	-	-	-
(6)		NDR	(28)	-	-	-	-	-
(3,205)		Other grants and contributions	(3,628)	(3,608)	(3,461)	(3,376)	(3,291)	(3,291)
(162)		Rent	(175)	(348)	(343)	(343)	(343)	(343)
(3)	Sales	-	-	-	-	-	-	-
(7,270)	Income & Fees Total		(5,582)	(5,836)	(5,629)	(5,544)	(5,459)	(5,459)
4,834	Employees	Salary	4,553	4,492	4,528	4,556	4,648	4,742
446		National Insurance	503	457	447	460	475	490
733		Pension	783	796	796	811	827	844
281		Employee Insurance	335	286	292	298	304	310
227		Hired Staff	117	96	96	96	96	96
82		Other Staff Costs	72	72	72	72	72	72
37		Recruitment	36	34	36	34	34	34
25		Severance payments	-	-	-	-	-	-
120		Training	114	113	110	113	113	113
2		Uniform & laundry	1	1	1	1	1	1
6,787	Employees Total		6,514	6,347	6,378	6,441	6,570	6,701
186	Buildings	Energy Costs	185	694	694	694	694	694
11		Premises Cleaning	11	40	40	40	40	40
87		Premises Insurance	97	97	97	97	97	97
6		Rates	6	6	6	6	6	6
360		Rents Payable	406	433	458	485	506	519
120		Repairs & Maintenance	135	135	135	135	135	135
3	Water Services	14	14	14	14	14	14	
773	Buildings Total		855	1,419	1,445	1,472	1,492	1,505
980	Supplies & Services	Communication and computing	868	982	894	894	894	894
1		Catering	4	4	4	4	4	4
13		Election Costs	-	-	-	-	-	-
3,799		Equipment, furniture & materials	2,796	2,816	2,856	2,866	2,765	2,775
		Expenses	-	-	-	-	-	-
11		Insurance - service related	29	25	25	26	26	27
153		Members Allowances	437	440	445	450	455	461
131		Office expenses	113	80	80	80	80	80
1		Operating Costs	-	-	-	-	-	-
1		Other Staff Costs	-	-	-	-	-	-
74		Premises Cleaning	74	74	74	74	74	74
(326)	Sales	(5)	(5)	(5)	(5)	(5)	(5)	
797	Services	533	686	698	705	712	718	
-	Telecommunications	-	-	-	-	-	-	
5,635	Supplies & Services Total		4,847	5,100	5,070	5,092	5,004	5,027
	Transport	Contract Hire & operating leases	1	1	1	1	1	1
7		Mileage Allowance	22	22	22	22	22	22
1		Operating Costs	-	-	-	-	-	-
6		Pool Car	10	10	10	10	10	10
1		Public Transport	11	11	11	11	11	11
150	Vehicle Insurance	202	153	156	159	162	166	
165	Transport Total		246	196	200	203	206	209
107	Benefit & Transfer Payments	Grants	40	39	39	39	39	39
		Contributions paid	1	1	1	1	1	1
5		Irrecoverable V A T	5	5	5	5	5	5
112	Benefit & Transfer Payments Total		46	45	45	45	45	45
-	Reserve-Revenue Transfers	Reserve-Revenue Transfers	-	65	65	65	65	65
-	Reserve-Revenue Transfers Total		-	65	65	65	65	65
6,202	Net Service Expenditure		6,926	7,336	7,573	7,773	7,922	8,094
13,472	Gross Service Expenditure		12,508	13,172	13,202	13,317	13,382	13,553
(7,270)	Gross Service Income		(5,582)	(5,836)	(5,629)	(5,544)	(5,459)	(5,459)
6,202	Net Service Expenditure		6,926	7,336	7,573	7,773	7,922	8,094
108	Building Control		153	250	250	250	250	250
804	Democratic & Elections		993	980	994	1,006	1,019	1,032
227	Document Centre		251	173	166	169	173	186
37	Energy & Sustainability Mgt		55	42	43	44	45	46
781	Facilities Management		865	1,214	1,249	1,282	1,308	1,327
564	Human Resources		498	586	549	558	567	577
2,171	ICT Shared Service		2,604	2,622	2,746	2,826	2,805	2,886
225	Legal		224	259	271	278	285	292
103	Risk Management		139	145	148	150	153	155
699	Risks & Control		847	760	773	786	800	814
482	Transformation		298	304	385	424	519	529
6,202	Net Service Expenditure		6,926	7,336	7,573	7,773	7,922	8,094

Actuals 2021/22	Portfolio	Customers & Transactional Services	2022/23 Budget	2023/24 Budget	2024/25 Budget	2025/26 Budget	2026/27 Budget	2027/28 Budget
£ 000			£ 000	£ 000	£ 000	£ 000	£ 000	£ 000
(2,279)	Income & Fees	Fees & charges	(1,891)	(1,868)	(1,888)	(1,910)	(1,925)	(1,916)
(35,631)		Government grants	(15,619)	(23,850)	(21,838)	(15,312)	(15,292)	(15,271)
(2)		Interest Income	-	-	-	-	-	-
(6)		Other grants and contributions	(3)	(3)	(3)	(3)	(3)	(3)
(1)		Sales	-	-	-	-	-	-
(37,919)	Income & Fees Total		(17,514)	(25,721)	(23,729)	(17,226)	(17,221)	(17,191)
3,559	Employees	Salary	3,766	3,863	3,875	3,954	4,034	4,117
341		National Insurance	388	339	337	349	361	373
592		Pension	609	608	621	634	647	660
94		Hired Staff	-	-	-	-	-	-
48		Other Staff Costs	25	29	29	29	29	29
1		Recruitment	-	-	-	-	-	-
2		Training	6	4	4	4	4	4
1		Uniform & laundry	1	1	1	1	1	1
4,638	Employees Total		4,796	4,843	4,867	4,971	5,076	5,184
	Buildings	Rents Payable	1	1	1	1	1	1
		Repairs & Maintenance	12	10	10	10	10	10
1	Buildings Total		13	11	11	11	11	11
64	Supplies & Services	Communication and computing	110	112	109	109	109	109
-		Catering	1	1	1	1	1	1
117		Equipment, furniture & materials	45	45	45	45	45	45
1		Expenses	-	-	-	-	-	-
2		Insurance - service related	-	-	-	-	-	-
79		Office expenses	51	41	45	45	45	45
1		Other Staff Costs	-	-	-	-	-	-
-		Sales	(1)	(1)	(1)	(1)	(1)	(1)
187		Services	107	81	110	110	110	110
451	Supplies & Services Total		312	280	310	310	310	310
4	Transport	Contract Hire & operating leases	-	-	-	-	-	-
8		Mileage Allowance	15	14	15	15	15	15
6		Operating Costs	7	7	7	7	7	7
4		Other Transport Costs	-	-	-	-	-	-
11		Pool Car	10	9	9	9	9	9
		Public Transport	4	3	3	3	3	3
1		Vehicle Insurance	-	-	-	-	-	-
34	Transport Total		35	33	34	34	34	34
25,169	Benefit & Transfer Payments	Benefits	15,521	23,803	21,875	15,521	15,521	15,521
8,465		Grants	28	146	140	16	16	16
1,905		Contributions paid	984	969	991	991	991	991
2		Other Misc Payments	-	-	-	-	-	-
35,540	Benefit & Transfer Payments Total		16,532	24,918	23,006	16,527	16,527	16,527
-	Renewals Fund Contribution	Renewals Fund Contribution	7	7	7	7	7	7
-	Renewals Fund Contribution Total		7	7	7	7	7	7
(104)	Reserve-Revenue Transfers	Bad Debts Provision	157	147	147	147	147	147
-		Reserve-Revenue Transfers	-	(45)	-	-	-	-
(104)	Reserve-Revenue Transfers Total		157	102	147	147	147	147
2,641	Net Service Expenditure		4,337	4,473	4,652	4,780	4,890	5,028

40,560	Gross Service Expenditure		21,852	30,194	28,381	22,006	22,111	22,219
(37,919)	Gross Service Income		(17,514)	(25,721)	(23,729)	(17,226)	(17,221)	(17,191)
2,641	Net Service Expenditure		4,337	4,473	4,652	4,780	4,890	5,028

221	Business Team		279	259	264	270	275	281
144	Chief Operating Officer		108	108	110	112	114	117
	Closed Churchyards		(13)	-	-	-	-	-
178	Community Team		179	160	173	177	181	194
(127)	Council Tax Support		(115)	(122)	(114)	(114)	(114)	(114)
875	Customer Services		979	902	919	940	961	982
15	Emergency Planning		31	26	31	32	32	33
113	Environmental Health Admin		120	133	137	140	143	146
343	Environmental Protection Team		364	431	442	451	460	469
562	Housing Benefits		1,554	1,892	1,983	2,023	2,066	2,125
666	Housing Needs		1,142	1,032	1,035	1,080	1,097	1,115
(121)	Licencing		(61)	(99)	(98)	(100)	(95)	(90)
(227)	Local Tax Collection		(231)	(250)	(231)	(231)	(231)	(231)
2,641	Net Service Expenditure		4,337	4,473	4,652	4,780	4,890	5,028

Actuals 2021/22	Portfolio	Finance & Resources	2022/23 Budget	2023/24 Budget	2024/25 Budget	2025/26 Budget	2026/27 Budget	2027/28 Budget
£ 000			£ 000	£ 000	£ 000	£ 000	£ 000	£ 000
(104)	Income & Fees	Fees & charges	(155)	(107)	(117)	(127)	(127)	(127)
(2,310)		Government grants	-	-	-	-	-	-
(452)		Interest Income	(533)	(436)	(485)	(511)	(511)	(511)
(4,770)		Rent	(4,541)	(4,273)	(4,654)	(5,061)	(5,073)	(5,131)
(290)		Sales	-	-	-	-	-	-
(7,927)	Income & Fees Total		(5,229)	(4,815)	(5,255)	(5,698)	(5,711)	(5,769)
899	Employees	Salary	893	1,243	987	1,004	1,022	1,041
99		National Insurance	100	91	90	93	95	98
149		Pension	155	153	153	156	160	163
627		Hired Staff	-	-	-	-	-	-
1,638		Other Staff Costs	1,587	1,567	1,480	1,393	1,393	1,393
7		Recruitment	-	-	-	-	-	-
346		Severance payments	152	152	152	152	152	152
6		Training	-	-	-	-	-	-
106		Uniform & laundry	-	-	-	-	-	-
3,877	Employees Total		2,888	3,207	2,862	2,798	2,822	2,846
12	Buildings	Energy Costs	9	35	27	26	26	26
77		Premises Cleaning	15	15	2	2	2	2
24		Premises Insurance	26	26	27	28	28	28
1		Rates	1	1	1	1	1	1
193		Rents Payable	250	356	253	251	264	266
68		Repairs & Maintenance	189	186	161	161	161	161
(3)		Water Services	1	2	2	1	1	1
372	Buildings Total		490	620	471	468	481	483
37	Supplies & Services	Communication and computing	3	3	3	3	3	3
3		Catering	-	-	-	-	-	-
100		Equipment, furniture & materials	56	53	53	53	53	53
1		Expenses	-	-	-	-	-	-
47		Insurance - service related	53	54	56	56	56	56
92		Office expenses	24	25	25	25	25	25
1		Premises Cleaning	-	-	-	-	-	-
3,913		Services	4,515	4,431	4,498	4,452	4,392	4,392
4,195	Supplies & Services Total		4,650	4,567	4,635	4,590	4,531	4,531
1	Transport	Contract Hire & operating leases	-	-	-	-	-	-
53		Operating Costs	-	-	-	-	-	-
19		Pool Car	-	-	-	-	-	-
		Public Transport	1	1	1	1	1	1
74	Transport Total		1	1	1	1	1	1
21	Benefit & Transfer Payments	Contributions paid	76	76	76	76	76	76
1,055		Grants	-	39	-	-	-	-
21		Irrecoverable V A T	21	21	21	21	21	21
4		Other Misc Payments	6	6	6	6	6	6
1,101	Benefit & Transfer Payments Total		103	142	103	103	103	103
(87)	Reserve-Revenue Transfers	Bad Debts Provision	8	8	8	8	8	8
-		Reserve-Revenue Transfers	4	(57)	4	4	4	4
(87)	Reserve-Revenue Transfers Total		12	(49)	12	12	12	12
1,606	Net Service Expenditure		2,915	3,673	2,828	2,274	2,238	2,206
9,533	Gross Service Expenditure		8,144	8,488	8,084	7,972	7,949	7,975
(7,927)	Gross Service Income		(5,229)	(4,815)	(5,255)	(5,698)	(5,711)	(5,769)
1,606	Net Service Expenditure		2,915	3,673	2,828	2,274	2,238	2,206
(3,548)	Commercial Estates		(2,960)	(2,544)	(3,122)	(3,479)	(3,530)	(3,578)
4,322	Corporate Finance		4,948	5,349	5,068	4,855	4,855	4,855
516	Finance		721	668	677	689	700	712
183	Head of Resources		105	113	115	118	120	122
135	Human Resources		102	88	89	91	93	95
(2)	Public Conveniences		-	-	-	-	-	-
1,606	Net Service Expenditure		2,915	3,673	2,828	2,274	2,238	2,206

Actuals 2021/22	Portfolio	Leisure, Waste & Street Scene	2022/23 Budget	2023/24 Budget	2024/25 Budget	2025/26 Budget	2026/27 Budget	2027/28 Budget
£ 000			£ 000	£ 000	£ 000	£ 000	£ 000	£ 000
-	Income & Fees	Commuted sums	(82)	(82)	(82)	(82)	(82)	(82)
(8,636)		Fees & charges	(10,299)	(10,984)	(12,528)	(13,161)	(13,675)	(13,779)
(903)		Government grants	(16)	(16)	(16)	(16)	(16)	(16)
(13)		NDR	-	(7)	(7)	(7)	(7)	(7)
(276)		Other grants and contributions	(161)	(205)	(182)	(184)	(185)	(185)
(37)		Rent	(33)	(33)	(33)	(33)	(33)	(33)
(342)		Sales	(508)	(631)	(726)	(756)	(806)	(812)
(10,207)	Income & Fees Total		(11,099)	(11,958)	(13,574)	(14,239)	(14,804)	(14,914)
7,074	Employees	Salary	7,707	8,121	8,282	8,431	8,676	8,853
550		National Insurance	636	562	556	575	603	626
1,074		Pension	1,214	1,274	1,294	1,317	1,356	1,383
446		Hired Staff	204	212	212	212	212	212
234		Other Staff Costs	164	162	288	162	162	162
5		Recruitment	-	-	-	-	-	-
(55)		Severance payments	-	-	-	-	-	-
32		Training	1	2	2	2	2	2
33		Uniform & laundry	42	44	44	44	44	44
9,393	Employees Total		9,968	10,376	10,678	10,742	11,054	11,281
487	Buildings	Energy Costs	560	1,206	1,216	1,216	1,216	1,216
26		Ground Maintenance Costs	15	9	9	9	9	9
30		Premises Cleaning	41	41	48	48	48	48
4		Rates	-	-	-	-	-	-
7		Rents	13	13	13	13	13	13
782		Rents Payable	842	933	982	1,022	1,051	1,080
331		Repairs & Maintenance	445	444	446	450	450	450
94		Water Services	116	91	91	91	91	91
1,762	Buildings Total		2,033	2,737	2,806	2,850	2,879	2,908
67	Supplies & Services	Communication and computing	117	151	172	177	183	183
6		Catering	-	-	-	-	-	-
935		Equipment, furniture & materials	788	792	1,064	826	846	842
2		Expenses	-	-	-	-	-	-
13		Insurance - service related	4	4	4	4	4	4
156		Office expenses	177	128	265	144	148	148
1		Other Staff Costs	-	-	-	-	-	-
6		Premises Cleaning	-	-	-	-	-	-
8		Repairs & Maintenance	-	-	-	-	-	-
(41)		Sales	(34)	(34)	(34)	(34)	(34)	(34)
572		Services	969	1,270	1,598	1,362	1,371	1,371
6		Telecommunications	-	-	-	-	-	-
1,731	Supplies & Services Total		2,020	2,311	3,068	2,478	2,517	2,513
1	Transport	Contract Hire & operating leases	18	6	6	6	6	6
5		Mileage Allowance	13	10	10	10	10	10
952		Operating Costs	957	1,185	1,104	1,124	1,145	1,144
2		Pool Car	3	3	3	3	3	3
		Public Transport	1	1	1	1	1	1
15		Vehicle Insurance	1	1	1	1	1	1
975	Transport Total		993	1,206	1,125	1,146	1,166	1,165
269	Benefit & Transfer Payments	Grants	471	476	476	476	471	471
74		Irrecoverable V A T	74	74	74	74	74	74
343	Benefit & Transfer Payments Total		545	550	550	550	545	545
-	Renewals Fund Contribution	Renewals Fund Contribution	50	25	50	50	50	50
-	Renewals Fund Contribution Total		50	25	50	50	50	50
-	Reserve-Revenue Transfers	Reserve-Revenue Transfers	(52)	(79)	(66)	(52)	(52)	(52)
-	Reserve-Revenue Transfers Total		(52)	(79)	(66)	(52)	(52)	(52)
3,996	Net Service Expenditure		4,458	5,168	4,637	3,526	3,354	3,496
14,203	Gross Service Expenditure		15,557	17,127	18,211	17,764	18,158	18,410
(10,207)	Gross Service Income		(11,099)	(11,958)	(13,574)	(14,239)	(14,804)	(14,914)
3,996	Net Service Expenditure		4,458	5,168	4,637	3,526	3,354	3,496

(7)	Car Park - On Street	(132)	-	-	-	-	-
(1,279)	Car Parks - Off Street	(1,054)	(1,304)	(1,397)	(1,362)	(1,343)	(1,325)
(54)	CCTV	(114)	(115)	(116)	(117)	(117)	(117)
264	CCTV Shared Service	244	286	291	301	311	321
(1)	Community Team	-	-	-	-	-	-
312	Countryside	248	395	437	349	302	280
235	Fleet Management	317	301	304	309	313	317
713	Green Spaces	641	665	663	677	691	705
90	Head of Operations	90	93	95	97	99	101
179	Huntingdon Leisure Centre	(128)	14	22	22	41	48
289	Leisure Centres Corporate	318	333	338	343	348	354
71	Markets	(38)	(32)	(29)	(26)	(24)	(21)
107	One Leisure	89	101	103	105	108	110
190	One Leisure Active Lifestyles	151	145	159	152	145	137
(840)	One Leisure Corporate Management	143	45	48	51	55	58
401	Parks and Open Spaces	542	555	519	528	532	541
130	Ramsey Leisure Centre	3	76	77	78	92	97
153	St Ives Leisure Centre	(375)	(277)	(278)	(275)	(255)	(249)
202	St Ives Outdoor Centre	121	164	197	205	213	219
26	St Neots Leisure Centre	(347)	(248)	(255)	(260)	(244)	(242)
795	Street Cleansing	868	895	907	923	938	954
2,018	Waste Management	2,871	2,927	2,553	1,426	1,151	1,208
3,996	Net Service Expenditure	4,458	5,018	4,637	3,526	3,354	3,496

Huntingdonshire District Council Table 23

Actuals 2021/22	Portfolio	Place	2022/23 Budget	2023/24 Budget	2024/25 Budget	2025/26 Budget	2026/27 Budget	2027/28 Budget
£ 000			£ 000	£ 000	£ 000	£ 000	£ 000	£ 000
449	Employees	Salary	514	509	519	529	540	550
52		National Insurance	65	62	63	64	66	68
78		Pension	89	88	90	92	93	95
-		Hired Staff	-	(1)	(1)	-	-	-
5		Recruitment	-	-	-	-	-	-
22		Severance payments	-	-	-	-	-	-
7		Training	5	5	5	5	5	5
612	Employees Total		674	663	676	690	704	719
3	Supplies & Services	Communication and computing	2	2	2	2	2	2
		Catering	1	1	1	1	1	1
3		Equipment, furniture & materials	-	-	-	-	-	-
30		Office expenses	15	15	15	15	15	15
19		Services	505	605	(45)	(95)	(145)	(195)
55	Supplies & Services Total		522	622	(28)	(78)	(128)	(178)
	Transport	Mileage Allowance	2	2	2	2	2	2
	Transport Total		4	3	4	4	4	4
1	Benefit & Transfer Payments	Other Misc Payments	1	1	1	1	1	1
1	Benefit & Transfer Payments Total		1	1	1	1	1	1
669	Net Service Expenditure		1,201	1,289	652	617	581	545
669	Gross Service Expenditure		1,201	1,289	652	617	581	545
669	Net Service Expenditure		1,201	1,289	652	617	581	545
529	Directors		1,035	1,117	477	438	399	360
140	Executive Support & Business Planning		165	171	175	179	182	186
669	Net Service Expenditure		1,201	1,289	652	617	581	545

Actuals 2021/22	Portfolio	Planning	2022/23 Budget	2023/24 Budget	2024/25 Budget	2025/26 Budget	2026/27 Budget	2027/28 Budget
£ 000			£ 000	£ 000	£ 000	£ 000	£ 000	£ 000
(52)	Income & Fees	Developer Contributions	(46)	(50)	(50)	(50)	(50)	(50)
(1,710)		Fees & charges	(2,654)	(1,834)	(1,868)	(1,918)	(1,993)	(1,993)
(92)		Government grants	(20)	(20)	(20)	(20)	(20)	(20)
(70)		Other grants and contributions	(361)	(380)	(386)	(393)	(255)	(236)
(2)		Sales	(2)	(2)	(2)	(2)	(2)	(2)
(1,927)	Income & Fees Total		(3,083)	(2,286)	(2,326)	(2,383)	(2,320)	(2,302)
1,471	Employees	Salary	2,198	2,041	1,977	1,979	2,018	2,058
143		National Insurance	186	196	192	194	199	206
254		Pension	301	343	346	346	353	360
654		Hired Staff	-	41	20	20	20	20
5		Other Staff Costs	1	1	1	1	1	1
12		Recruitment	-	-	-	-	-	-
1		Training	-	-	-	-	-	-
-		Uniform & laundry	-	2	2	2	2	2
2,540	Employees Total		2,687	2,624	2,539	2,542	2,594	2,647
	Buildings	Rents Payable	3	3	3	3	3	3
	Buildings Total		3	3	3	3	3	3
16	Supplies & Services	Communication and computing	9	9	9	9	9	9
		Election Costs	-	-	-	-	-	-
25		Equipment, furniture & materials	9	12	12	7	12	12
-		Insurance - service related	3	3	3	3	3	3
142		Office expenses	90	102	101	101	101	101
131		Services	524	269	205	140	140	140
314	Supplies & Services Total		635	396	331	261	266	266
3	Transport	Mileage Allowance	5	5	5	5	5	5
4		Pool Car	8	8	8	8	8	8
		Public Transport	2	1	1	1	1	1
6	Transport Total		14	13	13	13	13	13
2,476	Benefit & Transfer Payments	Grants	46	58	58	58	58	58
464		Levies	408	503	503	503	503	503
2,941	Benefit & Transfer Payments Total		454	561	561	561	561	561
-	Reserve-Revenue Transfers	Reserve-Revenue Transfers	75	95	95	95	95	95
-	Reserve-Revenue Transfers Total		75	95	95	95	95	95
3,875	Net Service Expenditure		784	1,407	1,215	1,092	1,211	1,283
5,801	Gross Service Expenditure		3,868	3,692	3,541	3,475	3,531	3,584
(1,927)	Gross Service Income		(3,083)	(2,286)	(2,326)	(2,383)	(2,320)	(2,302)
3,875	Net Service Expenditure		784	1,407	1,215	1,092	1,211	1,283
2,398	Corporate Finance		-	-	-	-	-	-
537	Development Management		(257)	251	(112)	(181)	(228)	(198)
464	Internal Drainage Boards		408	503	503	503	503	503
(148)	Land Charges		(65)	(64)	(57)	(56)	(54)	(52)
111	Market Towns		-	()	()	()	144	170
489	Planning Policy		674	692	858	802	821	836
23	Public Transport		24	24	24	24	24	24
3,875	Net Service Expenditure		784	1,407	1,215	1,092	1,211	1,283

Actuals 2021/22	Portfolio	Regeneration & Growth, Economy & Skills	2022/23 Budget	2023/24 Budget	2024/25 Budget	2025/26 Budget	2026/27 Budget	2027/28 Budget
£ 000			£ 000	£ 000	£ 000	£ 000	£ 000	£ 000
(24)	Income & Fees	Fees & charges	(34)	(26)	(27)	(28)	(29)	(30)
(1,851)		Government grants	-	-	-	-	-	-
(127)		Rent	(110)	(130)	(134)	(138)	(143)	(147)
(15)		Sales	(5)	(5)	(5)	(5)	(5)	(5)
(2,017)	Income & Fees Total		(149)	(162)	(166)	(171)	(177)	(182)
340	Employees	Salary	369	332	339	345	352	359
34		National Insurance	40	31	31	32	33	34
59		Pension	64	57	59	60	61	62
4		Recruitment	-	-	-	-	-	-
436	Employees Total		473	421	429	438	447	456
22	Buildings	Energy Costs	28	94	95	96	97	98
		Rents Payable	1					
2		Repairs & Maintenance	5	5	5	5	5	5
24		Water Services	28	28	28	28	28	28
49	Buildings Total		62	127	128	129	130	131
9	Supplies & Services	Communication and computing	10	9	10	10	11	11
31		Equipment, furniture & materials		4	4	4	4	4
29		Office expenses	1	14	14	14	13	13
106		Services	43	31	35	36	38	39
175	Supplies & Services Total		55	58	63	64	66	67
-	Transport	Mileage Allowance	1		1	1	1	1
		Pool Car	1					
-		Public Transport	1					
	Transport Total		2	1	2	2	2	2
1,797	Benefit & Transfer Payments	Grants	38	37	37	37	37	37
6		Irrecoverable V A T	6	6	6	6	6	6
1,803	Benefit & Transfer Payments Total		43	43	43	43	43	43
-	Renewals Fund Contribution	Renewals Fund Contribution	2	2	2	2	2	2
-	Renewals Fund Contribution Total		2	2	2	2	2	2
446	Net Service Expenditure		487	489	499	506	512	519
2,463	Gross Service Expenditure		636	651	666	677	689	700
(2,017)	Gross Service Income		(149)	(162)	(166)	(171)	(177)	(182)
446	Net Service Expenditure		487	489	499	506	512	519
202	Economic Development		198	206	210	214	218	222
(16)	Housing Miscellaneous		29	88	90	89	88	86
190	Housing Strategy		187	196	199	203	207	210
71	Programme Delivery		73	-	-	-	-	-
446	Net Service Expenditure		487	489	499	506	512	519

3.0 CAPITAL

3.1 The detailed Draft Capital Programme for the period 2024/25 to 2027/28 is shown in **Tables 26a and 26b** below, along with the sources of finance. The revenue implications of the individual capital proposals are built into the respective revenue budgets and the impact of the proposed programme on the 2023/24 Minimum Revenue Position (MRP) is £2.8m.

Capital Programme	Original Budget	Revised Budget	Forecast	Medium Term Financial Strategy				
	2022/23	2022/23	2022/23	2023/24	2024/25	2025/26	2026/27	2027/28
	£000s	£000s	£000s	£000s	£000s	£000s	£000s	£000s
Gross Expenditure								
Director of Finance and Corporate Resources								
Huntingdon Redevelopment	7,595	16,095	0					
Upgrade works at Fareham				1,350				
Bridge Place Car Park		301	208					
Bridge Place Car Park (Rephase)								
Alms Close Development								
Oak Tree Remedial Works	912	35	29					
Health and Safety Works at Commercial Properties		51	42					
Health and Safety Works at Commercial Properties (Rephase)				9				
Energy Efficiency Works at Commercial Properties	16	85	63					
Energy Efficiency Works at Commercial Properties (Rephase)				22				
Commercial estates capital for works, enhancements and re-lettings	250	650	487					
Commercial estates capital for works, enhancements and re-lettings (rephase)				163				
Roof Replacements		130	98					
Roof Replacements (Rephase)				32				
Sites for SMEs		33	26					
Sites for SMEs (Rephase)								
Replacement Building Management System (BMS) - PFH								
Lighting Loves Farm	8		0					
RetroFit Buildings		226	0					
RetroFit Buildings (Rephase)				226				
Skills Fund								
Upgrade/Replacement of Public Toilets		89	89					
Building Efficiency			42					
Company Investment		100	100					
VAT Partial Exemption	21	21	21	21	50	50	50	50
Capita Upgrade and 3D Secure 2 SCA and payment portal Upgrade		11	11					
Chief Operating Officer								
Printing Equipment	2	16	0					
Replacement Corporate Scanners		25	18					
Replacement Corporate Scanners (Rephase)				7				
Scanners	4		0					
Mobile Home Electrical Works			1					
Environmental Health Software			28					
Open Space Security								
Corporate Director (Place)								
Future High Streets - St Neots	6,811	12,171	1,301	774	1,640			
Future High Streets - St Neots (Rephase)				10,870				
Market Towns Programme	725	675	60	497				
Market Towns Programme (Rephase)				337				
Market Towns Programme - Future Schemes				844				
Wayfinding and Information		200	200					
Smarter Towns		91	91					
UK Shared Prosperity Fund Projects				68	201			
Rural England Prosperity Fund				479	479			
Ramsey Food Hall				1,150				
St Neots Masterplan Phase 1				285				
Planning Manager								
A14 Upgrade	400	800	242					
A14 Upgrade (Rephase)								
Conservation Area Appraisal Programme	47	94		94				
Community Infrastructure Levy External Projects			2,455	3,476	676	2,706	2,706	

3C ICT								
Hardware Replacement	130	195	75	130				
Hardware Replacement (Rephase)				120				
Generator - 3ICT Backup								
Data Centre Storage		39	39					
Wi-Fi access points								
Mobile Phones Replacement								
Telephony Replacement	8	154	207	8	8	8	8	8
Extend compute capacity in shared data centre								
Information@Work Consolidation	20	40	20					
Information@Work Consolidation (Rephase)				20				
GIS Test Environment			8					
Data Centre Server Room (No.1)	244	244	0					
Data Centre Server Room (No.1) (Rephase)				244				
No2 Server & SQL Server 2012 Migration	20	20	10					
No2 Server & SQL Server 2012 Migration (Rephase)				10				
SIEM			3					
AV Equipment	60	60	30					
AV Equipment (Rephase)				30				
Democratic Services Software				27				
Hybrid Cloud Data Refresh				215				
Windows 2012 Server Replacement				45				
Waste and Grounds Maintenance Tablet and Smartphones				27				
WIFI Access Points					50			
Mobile Device Refresh							82	
Network Switches							180	
Telephony/Contact Centre								200
EastNet Replacement						200		
Laptop Replacements				100	100	100	100	100
Monitor Replacements								25
Cyber Security Technology								70
Server 2016 Migration						20		
Windows 10 End of Life						20		
Leisure and Health								
One Leisure Improvements	285	551	551	300	300	300	300	300
One Leisure Ramsey 3G	17	96	96					
OL St Ives Changing Rooms	12	12	0					
OL St Ives Changing Rooms (Rephase)				12				
OL St Neots Synthetic Pitch								
OL CCTV Upgrade		110	110					
OLSI Pitch Replacement				300				
Operations								
Operations Back Office			5					
Civil Parking Enforcement	31	217	217					
Fencing	19	13	14	13	13	13	13	13
Lighting - Loves Farm Footpath		1	1					
Wheeled Bins	260	254	101	254	254	254	254	254
Wheeled Bins (Rephase)				153				
Vehicle Fleet Replacement	1,139	1,478	856	1,357	815	1,640	90	1,530
Vehicle Fleet Replacement (Rephase)				175				
Play Equipment	31	30	36	30	30	30	30	30
Secure cycle storage	39	148	20					
Bicycle Kitchen		15	15					
Parking Strategy	93	148	148					
District wide signage	10	70	47					
Additional EV Charging Points								
Play Area Fencing								
Hinchingbrooke Country Park	1,346	2,984	295					
Hinchingbrooke Country Park (Rephase)				2,689				
Moores Walk Revamp	20	20	14					
Moores Walk Revamp (Rephase)				6				
St Neots Riverside Park Path/Cycle Imps	443	444	11					
St Neots Riverside Park Path/Cycle Imps (Rephase)				433				
Priory Park Power		15	0					
Priory Park Power (Rephase)				15				
Godmanchester Weir		248	84					
St Ives Park		80	0					
St Ives Park (Rephase)				80				
Parklets		160	131					
Solar Benches		46	36					
Covered Benches			3					
Town Walks		15	10					
Modern Waste Solutions								

Market Trader Pop Ups		17	17					
Places to Dwell			34					
Lone Worker Software	3	20	10					
Housing Manager								
Disabled Facilities Grants	2,200	1,800	1,761	1,650	1,600	1,600	1,600	1,600
Disabled Facilities Grants (Rephase)				39				
Housing Company	206	206	0					
Housing Company (Rephase)				206				
Transformation								
Data Warehouse	7	16	16					
Voice Bots	30	34	34					
Total Gross Expenditure	23,464	41,899	10,677	29,392	6,216	6,941	5,413	4,180

Huntingdonshire District Council
Table 26b

Capital Programme	Original Budget 2022/23 £000s	Revised Budget 2022/23 £000s	Forecast 2022/23 £000s	Medium Term Financial Strategy				
				2023/24 £000s	2024/25 £000s	2025/26 £000s	2026/27 £000s	2027/28 £000s
Financing								
Grants and Contributions								
DFGs	(1,350)	(1,351)	(1,350)	(1,300)	(1,300)	(1,300)	(1,300)	(1,300)
Wheeled bins	(101)	(101)	(101)	(101)	(101)	(101)	(101)	(101)
Market Town Funding	(675)	(875)	(328)	(1,678)				
Huntingdon Development	(7,595)	(16,095)						
Future High Streets	(6,811)	(12,171)	(1,301)	(11,644)	(1,640)			
One Leisure Ramsey 3G	(17)	(17)	(17)					
St Neots Riverside Park Path/Cycle Imps (Rephase)	(443)	(445)	(11)	(401)				
Godmanchester Weir		(248)	(85)					
St Ives Park		(80)		(80)				
Priory Park Mains Power (CIL)		(15)		(15)				
Hinchingbrooke Country Park (CIL)		(1,495)	(295)	(1,254)				
Combined Authority/MHCLG/CIL Grant Funding	(50)	(918)	(404)					
A14 Contribution (Cambridgeshire Horizons)			(42)					
UK Shared Prosperity Fund				(68)	(201)			
Rural England Prosperity Fund				(479)	(479)			
Ramsey Food Hall (CPCA)				(1,150)				
St Neots Masterplan Phase 1				(285)				
Upgrade works at Fareham				(400)				
OLSI Pitch Replacement (CIL)				(175)				
Total Grants and Contributions	(17,042)	(33,811)	(3,934)	(19,030)	(3,721)	(1,401)	(1,401)	(1,401)
Use of Capital Reserves								
Community Infrastructure Levy Reserve			(2,455)	(3,476)	(676)	(2,706)	(2,706)	
Total Capital Reserves	0	0	(2,455)	(3,476)	(676)	(2,706)	(2,706)	0
Capital Receipts								
Loan Repayments	(284)	(284)	(68)	(9)	0	0	0	
Housing Clawback Receipts	(450)	(450)	(450)	(350)	(300)	(250)	(200)	(150)
Commercial Investment Strategy	(250)	(250)	0	0				
Total Capital Receipts	(984)	(984)	(518)	(359)	(300)	(250)	(200)	(150)
Net to be funded by borrowing	5,438	7,104	3,770	6,527	1,519	2,584	1,106	2,629

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 2023/24.

- **Short Term Borrowing**

During 2023/24 the Council is unlikely to undertake short-term borrowing, as indicated by the liability benchmark the council will be a net investor. However, for 2023/24, a small budget of £5,000 has been maintained in case there is a very short-term requirement to borrow because of operational cash flows.

- **Long Term Borrowing**

Treasury management practice permits the Council to borrow for the long-term up to the capital financing requirement balance, which is made up of previous capital expenditure. At the end of 2022/23, it is forecast that the total balances in respect of long-term borrowing will be £34.4m. The estimated cost of long-term borrowing in 2023/24 is £0.97m.

4.2 During 2023/24 no long-term borrowing has been anticipated for any Commercial Investment/Development Strategy, due to the Government prohibiting any borrowing from PWLB for commercial gain. Given the high costs of borrowing currently, the MTFS does not contain any plans for investment or redevelopment schemes.

5.0 Capital Financing Requirement (CFR)

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

Huntingdonshire District Council		Table 27					
Capital Financing Requirement	2021/22	2022/23	Medium Term Financial Strategy				
	Actual £000s	Forecast £000s	2023/24 £000s	2024/25 £000s	2025/26 £000s	2026/27 £000s	2027/28 £000s
Opening Capital Financing Requirement	71,431	70,378	71,592	75,348	73,647	73,037	70,667
Capital Investment							
Property, Plant and Equipment	6,989	4,078	6,575	1,620	2,615	1,107	2,510
Investment Properties	112	0	1,576	0	0	0	0
Intangible Assets	180	158	47	0	20	0	70
Revenue Expenditure Funded From Capital Under Statute	2,268	5,818	20,469	4,596	4,306	4,306	1,600
Infrastructure Assets	496	85	6	0	0	0	0
Community Assets	0	437	513	0	0	0	0
Loans	0	100	206	0	0	0	0
Assets Under Construction	1,042	0	0	0	0	0	0
Additional Requirement	11,087	10,677	29,392	6,216	6,941	5,413	4,180
Sources of Finance							
Capital Receipts	(609)	(518)	(359)	(300)	(250)	(200)	(150)
Capital Grants and Contributions	(2,261)	(3,934)	(19,030)	(3,721)	(1,401)	(1,401)	(1,401)
Community Infrastructure Levy	(837)	(2,455)	(3,476)	(676)	(2,706)	(2,706)	0
Use of Capital Grants Unapplied	(5,492)	0					
Direct Revenue Financing	(183)	0	0	0	0	0	0
Minimum Revenue Provision	(2,758)	(2,556)	(2,771)	(3,220)	(3,194)	(3,476)	(3,467)
	(12,140)	(9,463)	(25,636)	(7,917)	(7,551)	(7,783)	(5,018)
Closing Capital Financing Requirement	70,378	71,592	75,348	73,647	73,037	70,667	69,829
Increase/(Decrease) in Underlying Need to Borrow	(1,053)	1,214	3,756	(1,701)	(610)	(2,370)	(838)

6.0 Formal 2023/24 Council Tax Resolutions

6.1 The formal 2023/24 Council Tax resolutions to be agreed by Council are shown below.

- a) That the Council note the Council Tax Base for the whole Council area and individual Towns and Parishes (para 6.2) as approved by Chairman of Corporate Governance Committee and Section 151 Officer on the 6 December 2022 (and subsequent publication as a key decision).

The tax base (T) which is the amount anticipated from a District Council Tax of £1 is **£65,795**

- b) That the following amounts calculated by the Council for 2023/24 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 **£83,509,858**

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 **£64,785,038**

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 **£ 18,724,820**

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 2023/24 divided by the tax base (T) in accordance with Section 31B (1) of the Act **£284.59**

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

(v) the aggregate of all "Special Items" referred to in Section 34(1) of the Act. **£8,469,932**

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

(vi) the Basic Amount of Council Tax for 2023/24 being item iv less item v divided by the tax base (T) in accordance with Section 34 (2) of the Act. **£155.86**

The District Council's Band D Tax for 2023/24

- (vii) the basic amounts of Council Tax for 2023/24 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 2023/24 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 2023/24 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 2023/24 is not excessive.
The basic amount at b(vi) above is not excessive as defined by the Government.

6.2 Tax Base 2023/24

Based on the information contained within this report, it is recommended that pursuant to the Revenues and Benefits Manager's report and in accordance with the Local Authorities (Calculation of Council Tax Base) Regulations 2012, the amounts calculated by the Huntingdonshire District Council as their (net) tax base for the whole District for the year 2023/24 be £65,795 and shall be as listed below for each Town or Parish of the District:

Abbotsley	268	Holywell-cum-Needingworth	1,075
Abbots Ripton	139	Houghton & Wyton	809
Alconbury	545	Huntingdon	7,732
Alconbury Weston	296	Kimbolton & Stonely	605
Alwalton	123	Kings Ripton	84
Barham & Woolley	30	Leighton Bromswold	81
Bluntisham	773	Little Paxton	1,611
Brampton	2,528	Morborne	13
Brington & Molesworth	189	Offord Cluny & Offord D'Arcy	549
Broughton	101	Old Hurst	104
Buckden	1,337	Old Weston	107
Buckworth	53	Perry	263
Bury	782	Pidley-cum-Fenton	197
Bythorn & Keyston	156	Ramsey	3,161
Catworth	166	St.Ives	6,059
Chesterton	66	St.Neots	11,404
Colne	392	Sawtry	2,046
Conington	75	Sibson-cum-Stibbington	237
Covington	47	Somersham	1,410
Denton & Caldecote	30	Southoe & Midloe	158
Earith	604	Spaldwick	257
Easton	84	Stilton	797
Ellington	241	Stow Longa	73
Elton	298	The Stukeleys	1,266
Farcet	536	Tilbrook	129
Fenstanton	1,343	Toseland	38
Folksworth & Washingley	355	Upton & Coppingford	94
Glatton	133	Upwood & the Raveleys	450
Godmanchester	3,144	Warboys	1,608
Grafham	234	Waresley-cum-Tetworth	145
Great & Little Gidding	126	Water Newton	39
Great Gransden	506	Winwick	56
Great Paxton	375	Wistow	228
Great Staughton	344	Woodhurst	158
Haddon	22	Woodwalton	82
Hail Weston	244	Wyton-on-the-Hill	442
Hamerton & Steeple Gidding	56	Yaxley	2,997
Hemingford Abbots	330	Yelling	153
Hemingford Grey	1,299		<u>65,795</u>
Hilton	451		
Holme	257		

6.3 2023/24 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 22 February 2023 when the Council receives the precepts from Cambridgeshire County Council, Fire and Police Authorities.

6.4 Total 2023/24 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 22 February 2023 when the Council receives the precepts from Cambridgeshire County Council, Fire and Police Authorities.

7. Fees and Charges

- 7.1 The Fees and Charges that will be applicable from April 2023 to March 2024 have been included in **Annex A**. These fees and charges are correct at the time of reporting but there may be changes throughout the year that will be agreed by the Executive Councillor and the S151 Officer.

8.0 Robustness of the 2023/24 Budget and Medium-Term Financial Strategy

- 8.1 The Section 25 of Local Government Act 2003 requires me, as the Council's Responsible Financial Officer, to report on the robustness of the 2023/24 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 2022/23 Quarter 3 Finance Performance Report is reporting a forecast adverse variance of £0.055m compared to budget in respect of service expenditure. This is due to a variety of factors including, increased interest receipts, additional income from waste stream and increased rent receipts, offset by increased One Leisure costs, Development Management staffing costs and temporary accommodation costs.
- 8.2.2 The Council has reviewed its service expenditure in consultation with the Executive Councillors. In collaboration with the Senior Management Team, proposals for savings and growth, as summarised in Table 2, were developed by officers and Executive Councillors using a rigorous process that challenged and validated each proposal. The Finance Team provided the central support and advice to services and the whole process has been and overseen by the Chief Finance Officer (S151 officer).

- 8.2.3 In addition to the Executive Councillor review, the Council:
- will continue to review services and develop funding proposals that help to mitigate the current uncertainty driven by external economic factors and only a one-year focus on the spending review from Government, and
 - the Executive has chosen to increase Council Tax for 2023/24 to protect frontline services.

8.3 Challenges Facing the Council

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

8.3.2 The public sector continues to endure uncertainty around the Fair Funding and Business Rates Review. The Local Government Finance Settlement announced in December 2022 is only a single year settlement. Whilst it increased District Councils' core spending power by 5% this is not keeping pace with inflation, and there is continued uncertainty around future years' funding. The Council needs to take proactive action to manage its future finances and mitigate the impacts of external factors on its funding.

8.3.3 Following the 2023/24 provisional settlement announced in December 2022, **Table 28** clearly shows that the grant funding streams for the Councils MTFS for 2022/23 and for the period up to 2027/28 has moved when compared to the preceding year. For:

- 2023/24 the total grant included in last year's MTFS was £0.776m; following the provisional settlement this has now increased to £2.737m; an increase of £1.961m (253.0%). This is mainly due to New Home Bonus (NHB) of £1.273m, and the 3% Funding Guarantee grants of £1.064m
- 2024/25 onwards the Councils net grants position is assumed to reset at a lower level due to the uncertainties regarding future grant funding and the cessation of NHB.

Table 28	Comparison of Grant Assumptions: 2022/23 Budget & 2023/24 Budget and MTFS (2024/25 to 2027/28)					
	2022/23 £000	2023/24 £000	2024/25 £000	2025/26 £000	2026/27 £000	2027/28 £000
2022/23 Budget & MTFS						
NNDR	8,957	7,219	7,353	7,488	7,533	
RSG	0	235	109	115	115	
NHB	2,116	0	0	0	0	
Other Grants	1,063	541	541	541	541	
Total	12,136	7,995	8,003	8,144	8,189	
2023/24 Budget & MTFS						
NNDR		11,272	11,997	11,450	10,360	9,274
RSG		177	190	(95)	(149)	(202)
NHB		1,273	1,273	0	0	0
Other Grants		1,287	1,267	45	45	45
Total		14,008	14,727	11,400	10,256	9,117
Variance between Grant Assumptions						
NNDR		4,053	4,644	3,962	2,827	
RSG		(58)	81	(210)	(264)	
NHB		1,273	1,273	0	0	
Other Grants		746	726	(496)	(496)	
Total		6,013	6,724	3,256	2,067	
		%	%	%	%	
NDR		56.1	63.2	52.9	37.5	
RSG		(24.8)	74.2	(182.6)	(229.3)	
NHB		0.0	0.0	0.0	0.0	
Other Grants		137.8	134.2	(91.7)	(91.7)	
Total		75.2	84.0	40.0	25.2	

Programme of Service Review

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

8.4 Governance

- 8.4.1 Noted within the 2021/22 Annual Governance Statement (AGS) both the Executive Leader and the Managing Director consider not only internal controls, but also external factors:

The five themes that were included in the Annual Governance Statement are:

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

- 8.4.2 On 13 July 2022, the Council's Internal Audit Manager reported to the Corporate Governance Committee that the assurance given for the year to 31 March 2022 was:

".....the Council's governance, internal control environment and systems of internal control as at 31 March 2022 provide adequate assurance over key business processes and financial systems."

8.5 Risks

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

Mitigation of Unforeseen Events

- 8.5.2 During the budget setting for 2022/23, a fixed General Fund Reserve of £2.175m was agreed based on the likely financial risks facing the council. The General Fund Reserve will be maintained at this level for 2023/24.

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

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

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

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

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

:

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

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

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

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

Risk Modelling

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

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

8.5.6 Taking each of the above in turn:

- **Underachievement of Savings & Additional Income**
The savings and increased income budgets included within the budget total £6.272m and cover a broad range of services. Achieving them is dependent on market, management and political conditions prevailing at the time. It is therefore prudent to assume that some of these savings may not be achieved.
- **Inflation**
With regard to:
 - **Pay**
The budget for 2023/24 includes a pay increase of 4% from 1 April 2023. The pay budget also includes increases increments, non-consolidated bonuses and the increase to National Living Wage.
 - **General Inflation**
No general inflation has been included in the 2023/24 budget except where there are contractual price increases; the Council has included inflationary rises for electricity (250%), gas (450%), business rates (10%) and diesel (25%).
 - **Borrowing**
The budget for 2023/24 assumes minimal borrowing cost for temporary borrowing (for non-CIS borrowing)
- **Reduced income: Fees and Charges**
Total fees and charges are £16.834m, therefore, for sensitivity analysis a 2% loss of income from fees and charges would amount to £337k. The largest income streams that are susceptible to variation include Car Parks (Off-Street) Leisure Centres, Commercial Estate, and Planning Fees.
- **Reduced income: New Homes Bonus**
For 2023/24 the Councils NHB is £1.273m; it is expected that in due course the government will announce some significant changes to the scheme. The Council has modelled that by 2025/26 the Council will no longer received such funding.

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

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

Prior to 2017/18, it had been established that the government's assessment of growth for the District was somewhat optimistic when compared to actual growth. Similar to last year, for 2023/24 the Council has taken a more prudent line by formulating its own assessment for NDR receipts. Directly linked to NDR are S.31 grants, this is government grant that compensates local government for it being required to exceed the minimum statutory regulations for certain thresholds as a consequence of government priorities (i.e., increasing the 'small business relief' limit above that required by law). The assessed S.31 receipts for 2023/4 are £2.1m.

- **Failure of a Borrower**

The current counterparty limit is lending of £5.0m to a single institute.

The main "borrowing" risk rests whether the lending is either on a short- or long-term basis. The £5.0m limit is restricted to strategic funds the highest limit for other funds (excluding government) is £4m. . The impact of a "failure of borrower" will be the loss of revenue cash flow and the potential costs involved of "making good" the lost investment. There are, however, good governance arrangements around the Council's Treasury activity and therefore the likelihood of loss is minimal. However, with the current financial situation and the possibility of a recession and of increasing bad debts, and therefore creditworthiness, it would be prudent to include some sensitivity in respect of cash flow. Therefore, the average maximum amount lent to an institution at any given time is around £4.0m; if this amount was lost and the Council had to borrow from the PWLB, at current rates this would amount to a cost of £200k at an assumed rate of 5%. This block amount is included in the sensitivity analysis.

- **Emergency**

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

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

- **Estate property enhancement/development**
With the Council increasing its CIS Estate and the 'ageing' of its current Operational Estate, it is fair to include a risk in respect of future property enhancement. For sensitivity modelling purposes, the currently estimated cost of enhancement is £182k for sensitivity purposes if 80% of this was required this would give a cost of £146k.
- **Increased demands on services**
Many of the services provided by the Council are susceptible to an increase in demand. However, over the past few years the most susceptible that have had a significant revenue impact is homelessness.
- **Council Tax**
The Council has chosen to increase Council Tax by £5 this year resulting in an increase of £330k.

Sensitivity for 2023/24 Budget

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

8.6 Revenue Reserves

Reserves for 2023/24 and the MTFS Period (2024/25 to 2027/28)

- 8.6.1 There is no statutory minimum level of reserves, however, as noted at 8.5.2 the minimum threshold for the General Fund (Unallocated) Reserves of £2.175m that Cabinet approved during 2022/23 budget setting will be maintained. The primary aim of the General Fund is to provide a safety net for unforeseen expenditure.
- 8.6.2 In addition to the General Fund, and as shown in 8.5.2 to 8.5.3 the Council operates several reserves, including the Budget Surplus Reserve, the Commercial Investment Reserve and a number of specific Earmarked Reserves. The purpose of the latter is to meet known potential liabilities arising from statutory commitments, known risks, future or political commitments and costs associated with transformation and commercialisation.

8.7 Conclusion

- **2023/24 Budget**

Considering all the factors noted within the "Robustness" statement in respect of 2023/24, I consider that the combination of the council's:

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

The budget proposed for 2023/24 should not give Members any significant concerns over the Council's financial position.

- **Medium Term Financial Strategy (2024/25 to 2027/28)**

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

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

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

Karen Sutton

Responsible Financial Officer (Section 151)

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Huntingdonshire District Council - Fees and Charges as at April 2023

Service	Element	Detail	Rate per	Statutory (S) Discretionary (D)	Date of Last increase	VAT *	Net charge	VAT	Total Charge	% Change from 2022/23
							£	£	£	%
Planning Application Fees - these are set Nationally and were last changed on 15th April 2015										
	Prior Approval	Agricultural and Forestry buildings and operations or demolition of buildings		S	Apr-15	N	96.00	0.00	96.00	0.00%
		Telecommunications code systems operators		S	Apr-15	N	462.00	0.00	462.00	0.00%
		Proposed change of use to state funded or registered nursery		S	Apr-15	N	96.00	0.00	96.00	0.00%
		Proposed change of use of agricultural building to a state funded school or registered nursery		S	Apr-15	N	96.00	0.00	96.00	0.00%
		Proposed change of use of agricultural building to a flexible use within shops, financial and professional services, restaurants and cafes, business, storage or distribution, hotels, or assembly or leisure		S	Apr-15	N	96.00	0.00	96.00	0.00%
		Proposed change of a building from Office (Use Class B1) use to a use falling within Use Class C3 (Dwelling house)		S	Apr-15	N	96.00	0.00	96.00	0.00%
		Proposed change of use from an agricultural building to a Dwelling house (Use Class C3) where there are no associated building operations		S	Apr-15	N	96.00	0.00	96.00	0.00%
		Proposed change of use of agricultural building to a Dwelling house (Use Class C3) and associated building operations		S	Apr-15	N	378.00	0.00	378.00	0.00%
		Proposed change of use of a building from a retail (Use Class A1 or A2) use or a mixed retail and residential use to a use falling within use Class C3 (Dwelling house) where there are no associated building operations		S	Apr-15	N	96.00	0.00	96.00	0.00%
		Proposed change of use from storage or Distribution to Dwellinghouses		S	Apr-15	N	96.00	0.00	96.00	0.00%
		Proposed change of use from light industrial to Dwellinghouses		S	Apr-15	N	96.00	0.00	96.00	0.00%
		Proposed change of use of a building from a retail (Use Class A1 or A2) use or a mixed retail and residential use to a use falling within use Class C3 (Dwelling house) and associated building operations		S	Apr-15	N	378.00	0.00	378.00	0.00%
	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	462.00	0.00	462.00	0.00%

Huntingdonshire District Council - Fees and Charges as at April 2023

Service	Element	Detail	Rate per	Statutory (S) Discretionary (D)	Date of Last increase	VAT *	Net charge	VAT	Total Charge	% Change from 2022/23
							£	£	£	%
	Approval / variation/ discharge of condition	Application for removal or variation of condition following grant of planning permission		S	Apr-15	N	234.00	0.00	234.00	0.00%
		Request for confirmation that one or more planning conditions have been complied with	Per request for householder	S	Apr-15	N	34.00	0.00	34.00	0.00%
			otherwise per request	S	Apr-15	N	116.00	0.00	116.00	0.00%
	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	462.00	0.00	462.00	0.00%
		More than 50 dwellings		S	Apr-15	N	22859.00	0.00	22,859.00	0.00%
			plus for each in excess of 50 up to a maximum of £250,000	S	Apr-15	N	132.00	0.00	132.00	0.00%
	Other changes of use of a building or land			S	Apr-15	N	462.00	0.00	462.00	0.00%
	Advertising	Relating to the business on the premises		S	Apr-15	N	132.00	0.00	132.00	0.00%
		Advanced signs which are not on or visible from the site, directing the public to a business		S	Apr-15	N	132.00	0.00	132.00	0.00%
		Other advertisements		S	Apr-15	N	462.00	0.00	462.00	0.00%
	Application for permission in principle	Fee for each 0.1 hectare of site area		S	Jul-18	N	402.00	0.00	402.00	0.00%
	Application for a non-material amendment following a grant of planning permission	Application in respect of householder development		S	Apr-15	N	34.00	0.00	34.00	0.00%
		Application in respect of other developments		S	Apr-15	N	234.00	0.00	234.00	0.00%

Huntingdonshire District Council - Fees and Charges as at April 2023

Service	Element	Detail	Rate per	Statutory (S) Discretionary (D)	Date of Last increase	VAT *	Net charge	VAT	Total Charge	% Change from 2022/23
							£	£	£	%
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	280.00	56.00	336.00	0.00%
		2-9 additional dwellings proposed		D	Mar-16	S	556.00	111.20	667.20	0.00%
		10-59 additional dwellings proposed		D	Mar-16	S	1800.00	360.00	2,160.00	0.00%
		60-200 additional dwellings proposed		D	Mar-16	S	5750.00	1150.00	6,900.00	0.00%
		200+ additional dwellings proposed		D	Mar-16	S	11500.00	2300.00	13,800.00	0.00%
	Written Advice only - Agricultural buildings	0 - 465 sq m additional floor space		D	Mar-16	S	148.00	29.60	177.60	0.00%
		466 sq m additional floor space		D	Mar-16	S	304.00	60.80	364.80	0.00%
	Written Advice only - Other buildings	0 - 99 sq m additional floor space		D	Mar-16	S	280.00	56.00	336.00	0.00%
		100 - 1000 sq m additional floor space		D	Mar-16	S	556.00	111.20	667.20	0.00%
		1001 -5000 sq m additional floor space		D	Mar-16	S	1800.00	360.00	2,160.00	0.00%
		5001 - 10,000 sq m additional floor space		D	Mar-16	S	5040.00	1008.00	6,048.00	0.00%
		10,001 + sq m additional floor space		D	Mar-16	S	11360.00	2272.00	13,632.00	0.00%
	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	0.00%
		1+ hectare		D	Mar-16	S	115.00	23.00	138.00	0.00%
	Written Advice only - Change of use land or buildings	Per site		D	Mar-16	S	115.00	23.00	138.00	0.00%
	Written Advice only - advertisements	Per business premises or site		D	Mar-16	S	58.00	11.60	69.60	0.00%
	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	0.00%
		With Planning Services Manager as most senior officer in attendance	per hour	D	Mar-16	S	130.00	26.00	156.00	0.00%

Huntingdonshire District Council - Fees and Charges as at April 2023

Service	Element	Detail	Rate per	Statutory (S) Discretionary (D)	Date of Last increase	VAT *	Net charge	VAT	Total Charge	% Change from 2022/23
							£	£	£	%
		With Planning Team Leader as most senior officer in attendance	per hour	D	Mar-16	S	60.00	12.00	72.00	0.00%
		With development Management officer/Specialist officer as most senior officer in attendance	per hour	D	Mar-16	S	50.00	10.00	60.00	0.00%
	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	0.00%
		With Planning Services Manager as most senior officer in attendance	per hour	D	Mar-16	S	260.00	52.00	312.00	0.00%
		With Planning Team Leader as most senior officer in attendance	per hour	D	Mar-16	S	120.00	24.00	144.00	0.00%
		With development Management officer/Specialist officer as most senior officer in attendance	per hour	D	Mar-16	S	60.00	12.00	72.00	0.00%
	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	0.00%
		With Planning Services Manager as most senior officer in attendance	per hour	D	Mar-16	S	130.00	26.00	156.00	0.00%
		With Planning Team Leader as most senior officer in attendance	per hour	D	Mar-16	S	60.00	12.00	72.00	0.00%
		With development Management officer/Specialist officer as most senior officer in attendance	per hour	D	Mar-16	S	50.00	10.00	60.00	0.00%
	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	0.00%
		With Planning Services Manager as most senior officer in attendance	per hour	D	Mar-16	S	260.00	52.00	312.00	0.00%
		With Planning Team Leader as most senior officer in attendance	per hour	D	Mar-16	S	120.00	24.00	144.00	0.00%
		With development Management officer/Specialist officer as most senior officer in attendance	per hour	D	Mar-16	S	60.00	12.00	72.00	0.00%
	Planning History searches	Per Search	per hour	D	Mar-16	S	67.50	13.50	81.00	0.00%

Huntingdonshire District Council - Fees and Charges as at April 2023

Service	Element	Detail	Rate per	Statutory (S) Discretionary (D)	Date of Last increase	VAT *	Net charge	VAT	Total Charge	% Change from 2022/23
							£	£	£	%
	Admin fee on invalid Planning Application refunds		per refund	S	Mar-16	S	50.00	10.00	60.00	0.00%
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	Garage,car port or store building. Floor area does not exceed 60m2	Full Plans	S	Jan-19	S	300.00	60.00	360.00	(14.00%)
		Extension or annex with a floor area does not exceed 40m2	Full Plans	S	Jan-19	S	490.00	98.00	588.00	11.00%
		Extension or annex with a floor area over 40m2 but not exceeding 70m2	Full Plans	S	Jan-19	S	600.00	120.00	720.00	9.00%
	New dwellings and conversion to dwellings	1 dwelling	Full Plans	S	Jan-19	S	660.00	132.00	792.00	16.00%
		2 dwelling	Full Plans	S	Jan-19	S	1,110.00	222.00	1,332.00	9.00%
		3 dwelling	Full Plans	S	Jan-19	S	1,475.00	295.00	1,770.00	6.00%
		4 dwelling	Full Plans	S	Jan-19	S	1,760.00	352.00	2,112.00	5.00%
		5 dwelling	Full Plans	S	Jan-19	S	1,940.00	388.00	2,328.00	5.00%
	Domestic loft and garage conversions	Domestic garage conversion. Floor area does not exceed 40m2	Full Plans	S	Jan-19	S	300.00	60.00	360.00	11.00%
		Loft conversion. Floor area does not exceed 40m2	Full Plans	S	Jan-19	S	490.00	98.00	588.00	11.00%
		Loft conversion. Floor area 40m2 but not exceeding 60m2	Full Plans	S	Jan-19	S	600.00	120.00	720.00	20.00%
	Domestic alterations	Replacement of windows, roof lights and external glazed doors	Full Plans	S	Jan-19	S	180.00	36.00	216.00	20.00%
		Renewable Energy systems up to £20,000	Full Plans	S	Jan-19	S	210.00	42.00	252.00	31.00%

Huntingdonshire District Council - Fees and Charges as at April 2023

Service	Element	Detail	Rate per	Statutory (S) Discretionary (D)	Date of Last increase	VAT *	Net charge	VAT	Total Charge	% Change from 2022/23
							£	£	£	%
		Internal Alterations estimated cost of work less than £5,000	Full Plans	S	Jan-19	S	230.00	46.00	276.00	28.00%
		Internal alterations estimated cost of work over £5,000 but less than £10,000	Full Plans	S	Jan-19	S	350.00	70.00	420.00	17.00%
		Internal alterations estimated cost of work over £10,000 but less than £50,000	Full Plans	S	Jan-19	S	500.00	100.00	600.00	11.00%
		Internal alterations estimated cost of work over £50,000 but less than £100,000	Full Plans	S	Jan-19	S	650.00	130.00	780.00	18.00%
		Notifiable electrical Work - Not carried out under Part P registered electrician	Full Plans	S	Jan-19	S	350.00	70.00	420.00	40.00%
		Drainage works up to £5,000	Full Plans	S	Jan-19	S	210.00	42.00	252.00	40.00%
		Upgrading of thermal element in a dwelling(e.g roof rendering/cladding plastering,floors etc)	Full Plans	S	Jan-19	S	350.00	70.00	420.00	133.00%
	Non-domestic alterations	Upgrade of thermal element estimated cost of work between £0 - £50,000	Full Plans	S	Jan-19	S	350.00	70.00	420.00	75.00%
		Renewable energy system estimated cost of work less than £50,000	Full Plans	S	Jan-19	S	350.00	70.00	420.00	75.00%
		Replacement windows, roof lights and external glazed doors less than £20,000	Full Plans	S	Jan-19	S	350.00	70.00	420.00	75.00%
		Replacement windows, roof lights and external glazed doors over £20,000 but less than £100,000	Full Plans	S	Jan-19	S	400.00	80.00	480.00	60.00%
		Alterations estimated cost of work over £0 but less than £20,000	Full Plans	S	Jan-19	S	590.00	118.00	708.00	34.00%
		Alterations estimated cost of work over £20,000 but less than £100,000	Full Plans	S	Jan-19	S	900.00	180.00	1,080.00	26.00%
	Domestic extensions and annexes	Garage,car port or store building. Floor area does not exceed 60m2	Building Notice	S	Jan-19	S	400.00	80.00	480.00	5.00%
		Extension or annex with a floor area does not exceed 40m2	Building Notice	S	Jan-19	S	490.00	98.00	588.00	2.00%
		Extension or annex with a floor area over 40m2 but not exceeding 70m2	Building Notice	S	Jan-19	S	600.00	120.00	720.00	0.00%
	New dwellings and conversion to dwellings	1 dwelling	Building Notice	S	Jan-19	S	730.00	146.00	876.00	16.00%

Huntingdonshire District Council - Fees and Charges as at April 2023

Service	Element	Detail	Rate per	Statutory (S) Discretionary (D)	Date of Last increase	VAT *	Net charge	VAT	Total Charge	% Change from 2022/23
							£	£	£	%
		2 dwelling	Building Notice	S	Jan-19	S	1,230.00	246.00	1,476.00	9.00%
		3 dwelling	Building Notice	S	Jan-19	S	1,630.00	326.00	1,956.00	7.00%
		4 dwelling	Building Notice	S	Jan-19	S	1,950.00	390.00	2,340.00	5.00%
		5 dwelling	Building Notice	S	Jan-19	S	2,160.00	432.00	2,592.00	6.00%
	Domestic loft and garage conversions	Domestic garage conversion. Floor area does not exceed 40m2	Building Notice	S	Jan-19	S	300.00	60.00	360.00	3.00%
		Loft conversion. Floor area does not exceed 40m2	Building Notice	S	Jan-19	S	490.00	98.00	588.00	2.00%
		Loft conversion. Floor area 40m2 but not exceeding 60m2	Building Notice	S	Jan-19	S	600.00	120.00	720.00	9.00%
	Domestic alterations	Replacement of windows, roof lights and external glazed doors	Building Notice	S	Jan-19	S	180.00	36.00	216.00	13.00%
		Renewable Energy systems up to £20,000	Building Notice	S	Jan-19	S	210.00	42.00	252.00	24.00%
		Internal Alterations estimated cost of work less than £5,000	Building Notice	S	Jan-19	S	230.00	46.00	276.00	15.00%
		Internal alterations estimated cost of work over £5,000 but less than £10,000	Building Notice	S	Jan-19	S	350.00	70.00	420.00	13.00%
		Internal alterations estimated cost of work over £10,000 but less than £50,000	Building Notice	S	Jan-19	S	500.00	100.00	600.00	0.00%
		Internal alterations estimated cost of work over £50,000 but less than £100,000	Building Notice	S	Jan-19	S	650.00	130.00	780.00	8.00%
		Notifiable electrical Work - Not carried out under Part P registered electrician	Building Notice	S	Jan-19	S	350.00	70.00	420.00	40.00%
		Drainage works up to £5,000	Building Notice	S	Jan-19	S	210.00	42.00	252.00	40.00%
		Upgrading of thermal element in a dwelling(e,g roof rendering/cladding plastering,floors etc)	Building Notice	S	Jan-19	S	350.00	70.00	420.00	133.00%
	Domestic extensions and annexes	Garage,car port or store building. Floor area does not exceed 60m2	Regularisation	S	Jan-19	N	600.00	0.00	600.00	5.00%

Huntingdonshire District Council - Fees and Charges as at April 2023

Service	Element	Detail	Rate per	Statutory (S) Discretionary (D)	Date of Last increase	VAT *	Net charge	VAT	Total Charge	% Change from 2022/23
							£	£	£	%
		Extension or annex with a floor area does not exceed 40m2	Regularisation	S	Jan-19	N	735.00	0.00	735.00	2.00%
		Extension or annex with a floor area over 40m2 but not exceeding 70m2	Regularisation	S	Jan-19	N	900.00	0.00	900.00	0.00%
	New dwellings and conversion to dwellings	1 dwelling	Regularisation	S	Jan-19	N	1,095.00	0.00	1,095.00	16.00%
		2 dwelling	Regularisation	S	Jan-19	N	1,845.00	0.00	1,845.00	9.00%
		3 dwelling	Regularisation	S	Jan-19	N	2,445.00	0.00	2,445.00	7.00%
		4 dwelling	Regularisation	S	Jan-19	N	2,925.00	0.00	2,925.00	5.00%
		5 dwelling	Regularisation	S	Jan-19	N	3,240.00	0.00	3,240.00	6.00%
	Domestic loft and garage conversions	Domestic garage conversion. Floor area does not exceed 40m2	Regularisation	S	Jan-19	N	450.00	0.00	450.00	3.00%
		Loft conversion. Floor area does not exceed 40m2	Regularisation	S	Jan-19	N	735.00	0.00	735.00	2.00%
		Loft conversion. Floor area 40m2 but not exceeding 60m2	Regularisation	S	Jan-19	N	900.00	0.00	900.00	9.00%
	Domestic alterations	Replacement of windows, roof lights and external glazed door	Regularisation	S	Jan-19	N	270.00	0.00	270.00	13.00%
		Renewable Energy systems up to £20,000	Regularisation	S	Jan-19	N	315.00	0.00	315.00	24.00%
		Internal Alterations estimated cost of work less than £5,000	Regularisation	S	Jan-19	N	345.00	0.00	345.00	15.00%
		Internal alterations estimated cost of work over £5,000 but less than £10,000	Regularisation	S	Jan-19	N	525.00	0.00	525.00	13.00%
		Internal alterations estimated cost of work over £10,000 but less than £50,0000	Regularisation	S	Jan-19	N	750.00	0.00	750.00	0.00%
		Internal alterations estimated cost of work over £50,000 but less than £100,000	Regularisation	S	Jan-19	N	975.00	0.00	975.00	8.00%
		Notifiable electrical Work - Not carried out under Part P registered electrician	Regularisation	S	Jan-19	N	525.00	0.00	525.00	40.00%

Huntingdonshire District Council - Fees and Charges as at April 2023

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							£	£	£	%
		Drainage works up to £5,000	Regularisation	S	Jan-19	N	315.00	0.00	315.00	40.00%
		Upgrading of thermal element in a dwelling(e.g roof rendering/cladding plastering,floors etc)	Regularisation	S	Jan-19	N	525.00	0.00	525.00	133.00%
	Non-domestic alterations	Upgrade of thermal element estimated cost of work between £0 - £50,000	Regularisation	S	Jan-19	N	525.00	0.00	525.00	75.00%
		Renewable energy system estimated cost of work less than £50,000	Regularisation	S	Jan-19	N	525.00	0.00	525.00	75.00%
		Replacement windows, roof lights and external glazed doors less than £20,000	Regularisation	S	Jan-19	N	525.00	0.00	525.00	75.00%
		Replacement windows, roof lights and external glazed doors over £20,000 but less than £100,000	Regularisation	S	Jan-19	N	600.00	0.00	600.00	60.00%
		Alterations estimated cost of work over £0 but less than £20,000	Regularisation	S	Jan-19	N	885.00	0.00	885.00	34.00%
		Alterations estimated cost of work over £20,000 but less than £100,000	Regularisation	S	Jan-19	N	1,350.00	0.00	1,350.00	59.00%
Street naming (Currently showing the 2021/22 charges, these charges are now managed by the Building Control Shared Service)										
	Street naming and numbering	Existing property - name change				N	50.00	0.00	50.00	0.00%
		Name added to a numbered property				N	40.00	0.00	40.00	33.00%
		New developments - naming and numbering scheme	1 plot			N	50.00	0.00	50.00	0.00%
			2 to 5 plots			N	100.00	0.00	100.00	0.00%
			6 to 10 plots			N	150.00	0.00	150.00	0.00%
			11 to 25 plots			N	200.00	0.00	200.00	0.00%
			26 to 50 plots			N	250.00	0.00	250.00	0.00%
			51 to 100 plots			N	400.00	0.00	400.00	0.00%

Huntingdonshire District Council - Fees and Charges as at April 2023

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							£	£	£	%
			101 plus plots			N	500.00	0.00	500.00	0.00%
			plus per additional property			N	10.00	0.00	10.00	0.00%
		New developments - amendments to street names and numbering after developer redesign				N	200.00	0.00	200.00	0.00%
			plus per property			N	10.00	0.00	10.00	0.00%
		Renaming of existing streets				N	0.00	0.00	0.00	(100.00%)
			plus per affected property			N	0.00	0.00	0.00	(100.00%)
		Supplying of extra addressing plans				N	50.00	0.00	50.00	67.00%
Refuse Collection										
	Household Bulky Waste		1-3 items	D		N	35.00	0.00	35.00	0.00%
	Household Bulky Waste		4-6 items	D		N	50.00	0.00	50.00	0.00%
	Household Bulky Waste		7-10 items	D		N	75.00	0.00	75.00	0.00%
	Commercial Bulky Waste		Per hour	D		N	150.00	0.00	150.00	0.00%
	Second Green Bin		Per annum	D		N	50.00	0.00	50.00	0.00%
	Bins for New Developments		set of 3	D		N	170.00	0.00	170.00	13.00%
	Delivery Charge	Domestic wheel bin	per bin	D		N	20.00	0.00	20.00	33.00%
	Commercial Waste	Price on application	Prices start from £4.10 per lift/collection							
Markets										
	St Ives Weekly Markets	Casual traders	10ft Pitch			E	24.20	0.00	24.20	0.00%

Huntingdonshire District Council - Fees and Charges as at April 2023

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							£	£	£	%
		Permanent traders	10ft Pitch			E	18.00	0.00	18.00	0.00%
		Additional Pitches Friday	10ft Pitch			E	10.30	0.00	10.30	0.00%
		Additional Pitches Monday	10ft Pitch			E	11.35	0.00	11.35	0.00%
	Huntingdon Weekly Market	Huntingdon Wednesday Market	10ft Pitch (Prime Pitch)			E	19.50	0.00	19.50	0.00%
		Huntingdon Wednesday Market	10ft Pitch (Intermediate 1)			E	15.40	0.00	15.40	0.00%
		Huntingdon Wednesday Market	10ft Pitch (Intermeditate 2)			E	14.40	0.00	14.40	0.00%
		Huntingdon Wednesday Market	10ft Pitch (Intermediate 3)			E	13.40	0.00	13.40	0.00%
		Huntingdon Wednesday Market	10ft Ptich (End Pitch)			E	10.25	0.00	10.25	0.00%
		Huntingdon Saturday Market	10ft Pitch (Prime Pitch)			E	22.70	0.00	22.70	0.00%
		Huntingdon Saturday Market	10ft Pitch (Intermediate 1)			E	20.60	0.00	20.60	0.00%
		Huntingdon Saturday Market	10ft Pitch (Intermediate 2)			E	19.00	0.00	19.00	0.00%
		Huntingdon Saturday Market	10ft Pitch (Intermediate 3)			E	18.00	0.00	18.00	0.00%
		Huntingdon Saturday Market	10ft Pitch (Intermediate 4)			E	15.50	0.00	15.50	0.00%
		Huntingdon Saturday Market	10ft Pitch (Intermediate 5)			E	14.40	0.00	14.40	0.00%
		Huntingdon Saturday Market	10ft Ptich (End Pitch)			E	10.30	0.00	10.30	0.00%
	St Ives Bank Holiday Markets	Market Hill regular trader	10ft Pitch			E	26.00	0.00	26.00	0.00%
		Market Hill non - regular trader	10ft Pitch			E	34.00	0.00	34.00	0.00%

Huntingdonshire District Council - Fees and Charges as at April 2023

Service	Element	Detail	Rate per	Statutory (S) Discretionary (D)	Date of Last increase	VAT *	Net charge	VAT	Total Charge	% Change from 2022/23
							£	£	£	%
		Market Hill casual trader (on the day) RAINING AT 8am	10ft Pitch			E	36.00	0.00	36.00	0.00%
		Market Hill casual trader (on the day) DRY AT 8am	10ft Pitch			E	45.00	0.00	45.00	0.00%
	Electricity supply	per day				S	4.90	0.98	5.88	0.00%
	Fair Huntingdon	Riverside car park	per day			Z	1,050.00	0.00	1,050.00	0.00%
	Car parking	HDC operated short stay p&d car parks (up to 4 hours subject to site)	Up to 1 hour	D		S	0.83	0.17	1.00	0.00%
			Up to 1 hour & 15 minutes	D		S	1.00	0.20	1.20	0.00%
			Up to 1 hour & 30 minutes	D		S	1.17	0.23	1.40	0.00%
			Up to 1 hour & 45 minutes	D		S	1.33	0.27	1.60	0.00%
			Up to 2 hours	D		S	1.50	0.30	1.80	0.00%
			Up to 2 hours & 15 minutes	D		S	1.67	0.33	2.00	0.00%
			Up to 2 hours & 30 minutes	D		S	1.83	0.37	2.20	0.00%
			Up to 2 hours & 45 minutes	D		S	2.00	0.40	2.40	0.00%
			Up to 3 hours	D		S	2.17	0.43	2.60	0.00%
			Up to 3 hours & 15 minutes	D		S	2.33	0.47	2.80	0.00%
			Up to 3 hours & 30 minutes	D		S	2.50	0.50	3.00	0.00%
			Up to 3 hours & 45 minutes	D		S	2.67	0.53	3.20	0.00%

Huntingdonshire District Council - Fees and Charges as at April 2023

Service	Element	Detail	Rate per	Statutory (S) Discretionary (D)	Date of Last increase	VAT *	Net charge	VAT	Total Charge	% Change from 2022/23
							£	£	£	%
			Up to 4 hours	D		S	2.83	0.57	3.40	0.00%
			Daily bay suspension inc events	D		S	8.33	1.67	10.00	0.00%
		HDC operated long stay p&d car parks (up to 23 hours subject to site)	Up to 2 hours	D		S	1.33	0.27	1.60	0.00%
			Up to 2 hours & 15 minutes	D		S	1.42	0.28	1.70	0.00%
			Up to 2 hours & 30 minutes	D		S	1.50	0.30	1.80	0.00%
			Up to 2 hours & 45 minutes	D		S	1.58	0.32	1.90	0.00%
			Up to 3 hours	D		S	1.67	0.33	2.00	0.00%
			Up to 3 hours & 15 minutes	D		S	1.75	0.35	2.10	0.00%
			Up to 3 hours & 30 minutes	D		S	1.83	0.37	2.20	0.00%
			Up to 3 hours & 45 minutes	D		S	1.92	0.38	2.30	0.00%
			Up to 4 hours	D		S	2.00	0.40	2.40	0.00%
			Up to 10 hours	D		S	2.50	0.50	3.00	0.00%
			Up to 23 hours	D		S	3.33	0.67	4.00	0.00%
			Daily bay suspension inc events	D		S	8.33	1.67	10.00	0.00%
		Huntingdon - Hinchingsbrooke Country Park	Up to 2 hr	D		S	0.83	0.17	1.00	0.00%
			2 hr to a maximum of 6 hr	D		S	1.67	0.33	2.00	0.00%
			Daily bay suspension inc events	D		S	8.33	1.67	10.00	0.00%

Huntingdonshire District Council - Fees and Charges as at April 2023

Service	Element	Detail	Rate per	Statutory (S) Discretionary (D)	Date of Last increase	VAT *	Net charge	VAT	Total Charge	% Change from 2022/23
							£	£	£	%
Permit Charges		Resident season ticket permit	6 months	D		S	129.17	25.83	155.00	0.00%
		Resident season ticket permit	12 months	D		S	250.00	50.00	300.00	0.00%
		Resident season ticket permit (Low emission discount)	6 months	D		S	64.58	12.92	77.50	0.00%
		Resident season ticket permit (Low emission discount)	12 months	D		S	125.00	25.00	150.00	0.00%
		Residents Historiccar park permits	12 months	D		S	83.33	16.67	100.00	0.00%
		Residents Historic car park permits (low emission discount)	12 months	D		S	41.67	8.33	50.00	0.00%
		Resident On-Street parking permit administration	per permit	D		5	8.33	1.67	10.00	0.00%
		Season ticket permit	6 months	D		S	129.17	25.83	155.00	0.00%
		Season ticket permit	12 months	D		S	250.00	50.00	300.00	0.00%
		HDC Permit	daily	D		S	2.50	0.50	3.00	0.00%
		Season ticket permit (Low emission discount)	6 months	D		S	64.58	12.92	77.50	0.00%
		Season ticket permit (Low emission discount)	12 months	D		S	125.00	25.00	150.00	0.00%
		Huntingdon - Hinchingsbrooke Country Park	6 months	D		S	25.00	5.00	30.00	0.00%
		Huntingdon - Hinchingsbrooke Country Park	12 months	D		S	41.67	8.33	50.00	0.00%
		Coach Permit	daily	D		S	12.50	2.50	15.00	0.00%
		Skip Permit	weekly	D		S	33.33	6.67	40.00	0.00%
Other Charges & Fees		Parking Excess & Penalty Charges (Off-Street)		D		N	60.00	0.00	60.00	0.00%
		Parking Excess & Penalty Charges (Off-Street) if paid within 14 days		D		N	40.00	0.00	40.00	0.00%
		Parking Excess & Penalty Charges (On-street)		D		N	60.00	0.00	60.00	0.00%

Huntingdonshire District Council - Fees and Charges as at April 2023

Service	Element	Detail	Rate per	Statutory (S) Discretionary (D)	Date of Last increase	VAT *	Net charge	VAT	Total Charge	% Change from 2022/23
							£	£	£	%
		School visits	per child	D		N	6.00	0.00	6.00	0.00%
		Special Needs Groups upto 10		D		N	55.00	0.00	55.00	0.00%
		Special needs placements	per day	D		N	35.00	0.00	35.00	0.00%
		Corporate Work Parties	no charge for EA NE (govt bodies)	D		S	0.00	0.00	0.00	#DIV/0!
		Corporate Work Parties Commercial Business	per day negotiable	D		S	10.50	2.10	12.60	0.00%
		Corporate Away Day with Activities and Refreshments	per person varies depending on activites	D		S	35.00	7.00	42.00	0.00%
	Drop in Children Events	minibeast hunting etc	per person	D		S	2.50	0.50	3.00	0.00%
	HCP Mainly	if prizes offered	per person	D		S	3.55	0.71	4.26	0.00%
	HCP Mainly	craft session with refreshments	per person	D		S	10.60	2.12	12.72	0.00%
	HCP Mainly	special events / workshops costed on request		D			0.00			
	HCP Mainly	camping	per person	D		S	3.00	0.60	3.60	0.00%
	HCP Mainly	craft fairs	per table	D		S	16.67	3.33	20.00	0.00%
	HCP Mainly	equipment hire for public	per set	D		S	1.67	0.33	2.00	0.00%
	HCP Mainly	equipment hire no ranger inc pond dipping nets	per set	D		S	1.67	0.33	2.00	0.00%
		green willow	3 ft bundle	D		S	2.92	0.58	3.50	0.00%
			4 ft bundle	D		S	3.75	0.75	4.50	0.00%

Huntingdonshire District Council - Fees and Charges as at April 2023

Service	Element	Detail	Rate per	Statutory (S) Discretionary (D)	Date of Last increase	VAT *	Net charge	VAT	Total Charge	% Change from 2022/23
							£	£	£	%
			5 ft bundle	D		S	4.58	0.92	5.50	0.00%
			6 ft bundle	D		S	5.42	1.08	6.50	0.00%
			7 ft bundle	D		S	6.25	1.25	7.50	0.00%
			8 ft bundle	D		S	7.08	1.42	8.50	0.00%
		charcoal	1,5kg bag	D		S	4.00	0.80	4.80	0.00%
		logs	m3	D		S	133.33	26.67	160.00	0.00%
			tonne bag unsplit	D		S	54.17	10.83	65.00	0.00%
			net bag	D		S	5.00	1.00	6.00	0.00%
		flowers vegetables and plants from nursery	individually priced	D		S				
		activity sheets/ trails /spotter charts	individually priced from £2.00	D		Z				
		memorial trees	planting only	D		S	41.67	8.33	50.00	0.00%
		memorial benches HCP	installation and maintenance	D		S	166.67	33.33	200.00	0.00%
		memorial perch PP	donation to Friends	D						
Paxton Pits		Mooring (Between 8m -20m)	per ft boat	D	Yr19/20	S	15.75	3.15	18.90	0.00%

Huntingdonshire District Council - Fees and Charges as at April 2023

Service	Element	Detail	Rate per	Statutory (S) Discretionary (D)	Date of Last increase	VAT *	Net charge	VAT	Total Charge	% Change from 2022/23
							£	£	£	%
			Half room (8am - 6pm) per day			S	280.00	56.00	336.00	0.00%
			per hour			S	58.00	11.60	69.60	0.00%
			Combined room after 6pm per hour			S	112.00	22.40	134.40	0.00%
			Half room after 6pm per hour			S	69.00	13.80	82.80	0.00%
	Caravan site licences									
		No charge								
	Relevant Protected Sites	Licence Application	4 - 15 pitches	D		N	366.90	0.00	366.90	10.00%
			16 - 39 pitches	D		N	454.40	0.00	454.40	10.00%
			40 - 75 pitches	D		N	505.00	0.00	505.00	10.00%
			76 - 123 pitches	D		N	580.00	0.00	580.00	10.00%
			Over 124 pitches	D		N	629.40	0.00	629.40	10.00%
		Annual Licence Fee	4 - 15 pitches	D		N	216.50	0.00	216.50	10.00%
			16 - 39 pitches	D		N	271.65	0.00	271.65	10.00%
			40 - 75 pitches	D		N	313.00	0.00	313.00	10.00%
			76 - 123 pitches	D		N	366.90	0.00	366.90	10.00%
			Over 124 pitches	D		N	421.85	0.00	421.85	10.00%

Huntingdonshire District Council - Fees and Charges as at April 2023

Service	Element	Detail	Rate per	Statutory (S) Discretionary (D)	Date of Last increase	VAT *	Net charge	VAT	Total Charge	% Change from 2022/23
							£	£	£	%
		Licence Transfer	4 - 15 pitches	D		N	112.20	0.00	112.20	10.00%
			16 - 39 pitches	D		N	112.20	0.00	112.20	10.00%
			40 - 75 pitches	D		N	112.20	0.00	112.20	10.00%
			76 - 123 pitches	D		N	112.20	0.00	112.20	10.00%
			Over 124 pitches	D		N	112.20	0.00	112.20	10.00%
		Licence Variation	4 - 15 pitches	D		N	224.40	0.00	224.40	10.00%
			16 - 39 pitches	D		N	224.40	0.00	224.40	10.00%
			40 - 75 pitches	D		N	224.40	0.00	224.40	10.00%
			76 - 123 pitches	D		N	224.40	0.00	224.40	10.00%
			Over 124 pitches	D		N	224.40	0.00	224.40	10.00%
	Deposit of site rules	Charge for depositing site rules	4 - 15 pitches	D		N	56.10	0.00	56.10	10.00%
			16 - 39 pitches	D		N	56.10	0.00	56.10	10.00%
			40 - 75 pitches	D		N	56.10	0.00	56.10	10.00%
			76 - 123 pitches	D		N	56.10	0.00	56.10	10.00%
			Over 124 pitches	D		N	56.10	0.00	56.10	10.00%
	Cooling Towers and Evaporative Condensers									
		Registrations	No charge	S						

Huntingdonshire District Council - Fees and Charges as at April 2023

Service	Element	Detail	Rate per	Statutory (S) Discretionary (D)	Date of Last increase	VAT *	Net charge	VAT	Total Charge	% Change from 2022/23
							£	£	£	%
Environmental Permits										
Fees as defined in the Local Authority Permits for Part A(2) Installations and Small Waste Incineration Plant (Fees and Charges) (England) Scheme 2017; and the Local Authority Permits for part B Installations and Mobile Plant and Solvent Emission Activities (Fees and Charges) (England) Scheme 2017. In the case of error, the statutory scheme issued by the Department for Environment Food and Rural Affairs (Defra) will take precedence										
	Application Fee	Part A2	Application	S		N	3,363.00	0.00	3,363.00	0.00%
			Additional fee for operating without a permit	S		N	1,188.00	0.00	1,188.00	0.00%
			Surrender/ partial transfer	S		N	698.00	0.00	698.00	0.00%
			Transfer	S		N	235.00	0.00	235.00	0.00%
			Substantial variation	S		N	1,368.00	0.00	1,368.00	0.00%
			Reimbursement of the advertising costs incurred in informing public consultees, recharged in full							
		Part B	Application	S		N	1,650.00	0.00	1,650.00	0.00%
			Additional fee for operating without a permit	S		N	1,188.00	0.00	1,188.00	0.00%
			Surrender/ partial surrender	S						
			Transfer	S		N	169.00	0.00	169.00	0.00%
			Partial Transfer	S		N	497.00	0.00	497.00	0.00%
			Substantial variation	S		N	1,050.00	0.00	1,050.00	0.00%
		Reduced fee (except vehicle refinishers)	Application	S		N	155.00	0.00	155.00	0.00%
			Additional fee for operating without a permit	S		N	71.00	0.00	71.00	0.00%
			Substantial variation	S		N	102.00	0.00	102.00	0.00%
			Partial Transfer	S		N	47.00	0.00	47.00	0.00%

Huntingdonshire District Council - Fees and Charges as at April 2023

Service	Element	Detail	Rate per	Statutory (S) Discretionary (D)	Date of Last increase	VAT *	Net charge	VAT	Total Charge	% Change from 2022/23
							£	£	£	%
		Vehicle refinishers	Application	S		N	362.00	0.00	362.00	0.00%
			Additional fee for operating without a permit	S		N	71.00	0.00	71.00	0.00%
			Substantial variation	S		N	102.00	0.00	102.00	0.00%
			Partial Transfer	S		N	47.00	0.00	47.00	0.00%
		Petrol vapour recovery stages 1&2 combined	Application	S		N	257.00	0.00	257.00	0.00%
			Additional fee for operating without a permit	S		N	71.00	0.00	71.00	0.00%
			Substantial variation	S		N	102.00	0.00	102.00	0.00%
			Partial Transfer	S		N	47.00	0.00	47.00	0.00%
		Mobile crushing and screening plant	Application	S		N	1,650.00	0.00	1,650.00	0.00%
			Additional fee for operating without a permit	S		N	1,188.00	0.00	1,188.00	0.00%
			Substantial variation	S		N	1,050.00	0.00	1,050.00	0.00%
			Transfer	S		N	169.00	0.00	169.00	0.00%
			Partial Transfer	S		N	497.00	0.00	497.00	0.00%
		Mobile crushing and screening plant 3rd to 7th applications	Application	S		N	985.00	0.00	985.00	0.00%
			Additional fee for operating without a permit	S		N	1,188.00	0.00	1,188.00	0.00%
			Substantial variation	S		N	1,050.00	0.00	1,050.00	0.00%

Huntingdonshire District Council - Fees and Charges as at April 2023

Service	Element	Detail	Rate per	Statutory (S) Discretionary (D)	Date of Last increase	VAT *	Net charge	VAT	Total Charge	% Change from 2022/23
							£	£	£	%
			Transfer	S		N	169.00	0.00	169.00	0.00%
			Partial Transfer	S		N	497.00	0.00	497.00	0.00%
		Mobile crushing and screening plant 8th and subsequent applications	Application	S		N	498.00	0.00	498.00	0.00%
			Additional fee for operating without a permit	S		N	1,188.00	0.00	1,188.00	0.00%
			Substantial variation	S		N	1,050.00	0.00	1,050.00	0.00%
			Transfer	S		N	169.00	0.00	169.00	0.00%
			Partial Transfer	S		N	497.00	0.00	497.00	0.00%
		Where an application for any of the above is for a combined Part B and waste application there is an extra charge in addition to the above charges		S		N	279.00	0.00	279.00	0.00%
	Annual subsistence fees	Part A2	Low Risk	S		N	1,343.00	0.00	1,343.00	0.00%
			Medium Risk	S		N	1,507.00	0.00	1,507.00	0.00%
			High Risk	S		N	2,230.00	0.00	2,230.00	0.00%
			Additional Fee for payment by installments	S		N	38.00	0.00	38.00	0.00%
			Late payment charge	S		N	52.00	0.00	52.00	0.00%
			Operation with EC reporting requirement	S		N	103.00	0.00	103.00	0.00%
		Part B	Low Risk	S		N	772.00	0.00	772.00	0.00%
			Including waste (Reg 33) add	S		N	104.00	0.00	104.00	0.00%
			Medium Risk	S		N	1,161.00	0.00	1,161.00	0.00%
			Including waste (Reg 33) add	S		N	156.00	0.00	156.00	0.00%

Huntingdonshire District Council - Fees and Charges as at April 2023

Service	Element	Detail	Rate per	Statutory (S) Discretionary (D)	Date of Last increase	VAT *	Net charge	VAT	Total Charge	% Change from 2022/23
							£	£	£	%
			High Risk	S		N	1,747.00	0.00	1,747.00	0.00%
			Including waste (Reg 33) add	S		N	207.00	0.00	207.00	0.00%
		Reduced fee (except vehicle refinishers)	Low Risk	S		N	79.00	0.00	79.00	0.00%
			Medium Risk	S		N	158.00	0.00	158.00	0.00%
			High Risk	S		N	237.00	0.00	237.00	0.00%
		Vehicle refinishers	Low Risk	S		N	228.00	0.00	228.00	0.00%
			Medium Risk	S		N	365.00	0.00	365.00	0.00%
			High Risk	S		N	548.00	0.00	548.00	0.00%
		Petrol vapour recovery stages 1 &2 combined	Low Risk	S		N	113.00	0.00	113.00	0.00%
			Medium Risk	S		N	226.00	0.00	226.00	0.00%
			High Risk	S		N	341.00	0.00	341.00	0.00%
		Mobile crushing and screening plant	Low Risk	S		N	626.00	0.00	626.00	0.00%
			Medium Risk	S		N	1,034.00	0.00	1,034.00	0.00%
			High Risk	S		N	1,551.00	0.00	1,551.00	0.00%
		Mobile crushing and screening plant 3rd to 7th applications	Low Risk	S		N	385.00	0.00	385.00	0.00%

Huntingdonshire District Council - Fees and Charges as at April 2023

Service	Element	Detail	Rate per	Statutory (S) Discretionary (D)	Date of Last increase	VAT *	Net charge	VAT	Total Charge	% Change from 2022/23
							£	£	£	%
			Medium Risk	S		N	617.00	0.00	617.00	0.00%
			High Risk	S		N	924.00	0.00	924.00	0.00%
		Mobile crushing and screening plant 8th and subsequent applications	Low Risk	S		N	198.00	0.00	198.00	0.00%
			Medium Risk	S		N	314.00	0.00	314.00	0.00%
			High Risk	S		N	473.00	0.00	473.00	0.00%
		Late payment		S		N	52.00	0.00	52.00	0.00%
		Additional Fee for payment by installments		S		N	38.00	0.00	38.00	0.00%
Food Hygiene & Safety										
	Food Premises Approvals	Cost of approval	No charge	S						
	FHRS Rescore Visits	Cost of Visit		D		S	150.00	30.00	180.00	0.00%
	Health Certificate			D		N	100.00	0.00	100.00	11.00%
	Amendment to original Health Certificate per amendment			D		N	50.00	0.00	50.00	New Charge
	Wet signed hard copy of Health Certificate			D		N	125.00	0.00	125.00	New Charge
	Food examination certificate		Small & simple	D		S	165.00	33.00	198.00	10.00%
			Larger & more complex per hour (min £198)	D		S	60.08	12.02	72.10	0.00%
	Food hygiene courses		Level 2	D		E	60.00	0.00	60.00	0.00%
			Level 3	D		E	299.00	0.00	299.00	0.00%
			CD	D		S	47.08	9.42	56.50	0.00%
Housing										
	Houses in Multiple Occupation	Initial licence		D		N	550.00	0.00	550.00	57.00%

Huntingdonshire District Council - Fees and Charges as at April 2023

Service	Element	Detail	Rate per	Statutory (S) Discretionary (D)	Date of Last increase	VAT *	Net charge	VAT	Total Charge	% Change from 2022/23
							£	£	£	%
		Licence Variation	Small & simple No inspection required	D		N	60.80	0.00	60.80	New Charge
		Licence Variation	Larger and more complex inspection required	D		N	121.60	0.00	145.92	New Charge
		Renewal of licence		D		N	200.00	0.00	200.00	14.00%
		Revocation of licence		D		N	100.00	0.00	100.00	0.00%
		Where a house in multiple occupation fails to meet the terms and conditions of the licence, additional charges may be levied at the time of renewal of the licence at the rate of £97.00 per additional officer/visit in addition to any third party costs involved (e.g. gas engineer's fees)				N	97.00	0.00	97.00	0.00%
	Accommodation certificate	Issue		D		S	147.40	29.48	176.88	10.00%
	Information Requests									
	Environmental Information Enquiry		Contaminated land - site specific	D		N	169.95	0.00	169.95	10.00%
			Simple request	D		N	48.68	0.00	48.68	10.00%
	Public Health Funerals									
			Administration charge associated with the organisation of a Public Health Funeral	D		N	500.00	0.00	500.00	New Charge
	Pest control									
	Wasps nests	Treatment charge	First nest			S	62.50	12.50	75.00	0.00%
			Subsequent nests treated at the same visit			S	16.00	3.20	19.20	0.00%
	Rats and mice	Treatment charge	First call and maximum of two re-visits to replenish bait			S	80.00	16.00	96.00	0.00%
	Ants, booklice, carpet beetles, fleas, larder beetles and other insects	Treatment charge	First visit			S	67.00	13.40	80.40	0.00%
			Second visit			S	33.00	6.60	39.60	0.00%
	Call out charge or missed appointment					S	30.00	6.00	36.00	0.00%

Huntingdonshire District Council - Fees and Charges as at April 2023

Service	Element	Detail	Rate per	Statutory (S) Discretionary (D)	Date of Last increase	VAT *	Net charge	VAT	Total Charge	% Change from 2022/23
							£	£	£	%
	Invoicing charge					S	12.50	2.50	15.00	0.00%
	Rat Boxes		Per treatment			S	6.00	1.20	7.20	0.00%
	Mouse Boxes		Per treatment			S	1.00	0.20	1.20	0.00%
	Difenacoum		Per Kilo			S	2.40	0.48	2.88	0.00%
	Rat bait per tray		Per treatment			S	0.60	0.12	0.72	0.00%
	Rat bait per box		Per treatment			S	1.20	0.24	1.44	0.00%
	Rat bait per pipe		Per treatment			S	1.20	0.24	1.44	0.00%
	Brodificoum		Per Kilo			S	6.30	1.26	7.56	0.00%
	Mouse bait per tray		Per treatment			S	1.20	0.24	1.44	0.00%
	Mouse bait per box		Per treatment			S	1.20	0.24	1.44	0.00%
	Brodificoum wax blocks 20gm					S	0.37	0.07	0.44	0.00%
	Hourly rate					S	45.00	9.00	54.00	0.00%
	Invoicing charge					S	10.42	2.08	12.50	0.00%
	Stray dogs	Statutory Charge	per dog	S		N	25.00	0.00	25.00	0.00%
		Dog warden Service charge	per dog	S		S	80.00	16.00	96.00	60.00%
		Dog returned directly to owner without kennelling, plus statutory fine	per dog	S		S	80.00	16.00	96.00	7.00%
		Stray dogs claimed by owner from kennels without incurring overnight kennelling charge	per dog per period before 4:00pm	S		S	80.00	16.00	96.00	7.00%
	Kennelling Charge Overnight	Statutory Charge Day of Arrival	per dog	S		N	25.00	0.00	25.00	0.00%

Huntingdonshire District Council - Fees and Charges as at April 2023

Service	Element	Detail	Rate per	Statutory (S) Discretionary (D)	Date of Last increase	VAT *	Net charge	VAT	Total Charge	% Change from 2022/23
							£	£	£	%
		Dog warden Service charge Day of Arrival	per dog	S		N	80.00	0.00	80.00	60.00%
		Kennelling overnight charge	per dog	S		N	40.00	0.00	40.00	33.00%
		Kennelling overnight charge from 2nd Night - 7th Night per Night	per dog	S		N	40.00	0.00	40.00	33.00%
		Kennelling overnight charge from 8th Night Owner has lost legal right to claim the dog								
Licensing										
Fees associated with the Gambling Act 2005 are determined in accordance with The Gambling (Premises Licence Fees) (England and Wales) Regulations 2007. In the case of error, the Regulations, or any update thereto will take precedence										
	Gambling Act 2005	Club Machine Permit		S		N	200.00	0.00	200.00	0.00%
		Gaming Machine two or less		S		N	50.00	0.00	50.00	0.00%
		Gaming Machine Permit		S		N	200.00	0.00	200.00	0.00%
		Adult Gaming Centre - new		S		N	2,000.00	0.00	2,000.00	0.00%
		Adult Gaming Centre - renewal		S		N	1,000.00	0.00	1,000.00	0.00%
		Unlicensed Family Entertainment Centre		S		N	30.00	0.00	30.00	0.00%
		Other Gambling Premises- new		S		N	3,000.00	0.00	3,000.00	0.00%
		Other Gambling Premises- renewal		S		N	600.00	0.00	600.00	0.00%
		Lotteries(Small society)- new		S		N	40.00	0.00	40.00	0.00%
		Lotteries(Small society)-renewal		S		N	20.00	0.00	20.00	0.00%

Fees associated with the Licensing Act 2003 are determined in accordance with The Licensing Act 2003 (Fees) Regulations 2005. In the case of error, the Regulations, or any update thereto will take precedence

Licensing

Page 98 of 276

Huntingdonshire District Council - Fees and Charges as at April 2023

Service	Element	Detail	Rate per	Statutory (S) Discretionary (D)	Date of Last increase	VAT *	Net charge	VAT	Total Charge	% Change from 2022/23
							£	£	£	%
Licensing Act 2003		Club Premises - Change of relevant registered address of club		S		N	10.50	0.00	10.50	0.00%
		Club Premises - Notification of change of name or alteration of club rules		S		N	10.50	0.00	10.50	0.00%
		Club Premises - Theft, loss etc. of club certificate		S		N	10.50	0.00	10.50	0.00%
		Application for a provisional statement where premises being built		S		N	315.00	0.00	315.00	0.00%
		Duty to notify change of name or address		S		N	10.50	0.00	10.50	0.00%
		Interim authority notice following death etc. of licence holder		S		N	23.00	0.00	23.00	0.00%
		Minor Variation		S		N	89.00	0.00	89.00	0.00%
		Notification of change of name or address		S		N	10.50	0.00	10.50	0.00%
		Removal of DPS Community Premises		S		N	23.00	0.00	23.00	0.00%
		Right of freeholder etc. to be notified of licensing matters		S		N	21.00	0.00	21.00	0.00%
		Personal Licences - Initial Application		S		N	37.00	0.00	37.00	0.00%
		Personal Licences - Renewal		S		N	0.00	0.00	0.00	0.00%
		Personal Licences - Theft, Loss etc.		S		N	10.50	0.00	10.50	0.00%
		Premises Licence - Application for Transfer		S		N	23.00	0.00	23.00	0.00%
		Premises Licence - Application to vary licence to specify individual as designated premises supervisor (DPS)		S		N	23.00	0.00	23.00	0.00%
		Premises Licence - Loss of Premises Summary		S		N	10.50	0.00	10.50	0.00%
		Premises Licence - Theft, loss etc.		S		N	10.50	0.00	10.50	0.00%
		Temporary Event Notices - Application		S		N	21.00	0.00	21.00	0.00%
		Temporary Event Notices - Theft, loss etc.		S		N	10.50	0.00	10.50	0.00%

Huntingdonshire District Council - Fees and Charges as at April 2023

Service	Element	Detail	Rate per	Statutory (S) Discretionary (D)	Date of Last increase	VAT *	Net charge	VAT	Total Charge	% Change from 2022/23
							£	£	£	%
		Additional fee for large venues and events (10,000 - 14,999 attendance at any one time)- new		S		N	2,000.00	0.00	2,000.00	0.00%
		Additional fee for large venues and events (15,000 - 19,999 attendance at any one time)-new		S		N	4,000.00	0.00	4,000.00	0.00%
		Additional fee for large venues and events (20,000 - 29,999 attendance at any one time)- new		S		N	8,000.00	0.00	8,000.00	0.00%
		Additional fee for large venues and events (30,000 - 39,999 attendance at any one time) - new		S		N	16,000.00	0.00	16,000.00	0.00%
		Additional fee for large venues and events (40,000 - 49,999 attendance at any one time) - new		S		N	24,000.00	0.00	24,000.00	0.00%
		Additional fee for large venues and events (5,000 - 9,999 attendance at any one time) - new		S		N	1,000.00	0.00	1,000.00	0.00%
		Additional fee for large venues and events (50,000 - 59,999 attendance at any one time)- new		S		N	32,000.00	0.00	32,000.00	0.00%
		Additional fee for large venues and events (60,000 - 69,999 attendance at any one time) - new		S		N	40,000.00	0.00	40,000.00	0.00%
		Additional fee for large venues and events (70,000 - 79,999 attendance at any one time) - new		S		N	48,000.00	0.00	48,000.00	0.00%
		Additional fee for large venues and events (80,000 - 89,999 attendance at any one time) - new		S		N	56,000.00	0.00	56,000.00	0.00%
		Additional fee for large venues and events (90,000 and over attendance at any one time) - new		S		N	64,000.00	0.00	64,000.00	0.00%
		Additional fee for large venues and events (5,000-9,999 attendance at any one time) - renewal		S		N	500.00	0.00	500.00	0.00%
		Additional fee for large venues and events (10,000 - 14,999 attendance at any one time)- renewal		S		N	1,000.00	0.00	1,000.00	0.00%
		Additional fee for large venues and events (15,000 - 19,999 attendance at any one time)-renewal		S		N	2,000.00	0.00	2,000.00	0.00%
		Additional fee for large venues and events (20,000 - 29,999 attendance at any one time)- renewal		S		N	4,000.00	0.00	4,000.00	0.00%
		Additional fee for large venues and events (30,000 - 39,999 attendance at any one time) - renewal		S		N	8,000.00	0.00	8,000.00	0.00%
		Additional fee for large venues and events (40,000 - 49,999 attendance at any one time) - renewal		S		N	12,000.00	0.00	12,000.00	0.00%
		Additional fee for large venues and events (50,000 - 59,999 attendance at any one time)- renewal		S		N	16,000.00	0.00	16,000.00	0.00%

Huntingdonshire District Council - Fees and Charges as at April 2023

Service	Element	Detail	Rate per	Statutory (S) Discretionary (D)	Date of Last increase	VAT *	Net charge	VAT	Total Charge	% Change from 2022/23
							£	£	£	%
		Additional fee for large venues and events (60,000 - 69,999 attendance at any one time) - renewal		S		N	20,000.00	0.00	20,000.00	0.00%
		Additional fee for large venues and events (70,000 - 79,999 attendance at any one time) - renewal		S		N	24,000.00	0.00	24,000.00	0.00%
		Additional fee for large venues and events (80,000 - 89,999 attendance at any one time) - renewal		S		N	28,000.00	0.00	28,000.00	0.00%
		Additional fee for large venues and events (90,000 and over attendance at any one time) - renewal		S		N	32,000.00	0.00	32,000.00	0.00%
		Premise - A (£0 - £4300) (initial issue)		S		N	100.00	0.00	100.00	0.00%
		Premise - A (£0 - £4300) (renewal)		S		N	70.00	0.00	70.00	0.00%
		Premise - B (£4301 - £33,000) (initial issue)		S		N	190.00	0.00	190.00	0.00%
		Premise - B (£4301 - £33,000) (renewal)		S		N	180.00	0.00	180.00	0.00%
		Premise - C (£33,001 - £87,000) (initial issue)		S		N	315.00	0.00	315.00	0.00%
		Premise - C (£33,001 - £87,000) (renewal)		S		N	295.00	0.00	295.00	0.00%
		Premise - D (£87,000 - £125,000) (initial issue)		S		N	450.00	0.00	450.00	0.00%
		Premise - D (£87,000 - £125,000) (renewal)		S		N	320.00	0.00	320.00	0.00%
		Premise - D (£87,000 - £125,000) and primary business is Alcohol sales (initial issue)		S		N	900.00	0.00	900.00	0.00%
		Premise - D (£87,000 - £125,000) and primary business is Alcohol sales (renewal)		S		N	640.00	0.00	640.00	0.00%
		Premise - E (£125,000 and above) (initial issue)		S		N	635.00	0.00	635.00	0.00%

Huntingdonshire District Council - Fees and Charges as at April 2023

Service	Element	Detail	Rate per	Statutory (S) Discretionary (D)	Date of Last increase	VAT *	Net charge	VAT	Total Charge	% Change from 2022/23
							£	£	£	%
		Premise - E (£125,000 and above) (renewal)		S		N	350.00	0.00	350.00	0.00%
		Premise - E (£125,000 and above) and primary business is Alcohol sales (initial issue)		S		N	1,905.00	0.00	1,905.00	0.00%
		Premise - E (£125,000 and above) and primary business is Alcohol sales (renewal)		S		N	1,905.00	0.00	1,905.00	0.00%
	Miscellaneous Licences	Personal Registration - Electrolysis, Ear Piercing, Acupuncture or Tattooing		S		N	131.00	0.00	131.00	10.00%
	Miscellaneous Licences	Premises Registration		D		N	170.00	0.00	170.00	New Charge
		Registration Variation Fee		D		N	50.00	0.00	50.00	New Charge
	Sex Establishment licences	Sex Establishment - New		S		N	2,824.00	0.00	2,824.00	0.00%
		Sex Establishment - Renewal		S		N	2,824.00	0.00	2,824.00	0.00%
	Driving Licences	Initial Issue	3 Yearly Licence	S		N	175.00	0.00	175.00	0.00%
		Renewal	3 Yearly Licence	S		N	120.00	0.00	120.00	0.00%
		DVSA check		D		N	7.00	0.00	7.00	0.00%
		Knowledge & Competency test		D		N	55.00	0.00	55.00	0.00%
		Digital Advertising		D		N	10.20	0.00	10.20	0.00%
		Replacement badge / Licence		D		N	10.00	0.00	10.00	0.00%
		1 year Licence (where determined by delegation)		D		N	81.00	0.00	81.00	0.00%
		Safeguarding training		D		N	30.00	0.00	30.00	0.00%

Huntingdonshire District Council - Fees and Charges as at April 2023

Service	Element	Detail	Rate per	Statutory (S) Discretionary (D)	Date of Last increase	VAT *	Net charge	VAT	Total Charge	% Change from 2022/23	
							£	£	£	%	
Vehicle Licences	Private Hire - Initial grant	(*Incl signs)	1 Year	D		N	256.00	0.00	256.00	0.00%	
	Private Hire - Renewal		1 Year	D		N	195.00	0.00	195.00	0.00%	
	Hackney Carriage initial grant	(*Incl sign)	1 Year	D		N	256.00	0.00	256.00	0.00%	
	Hackney Carriage Renewal		1 Year	D		N	195.00	0.00	195.00	0.00%	
	Garage test Hackney Carriage	(*Incl meter test)	1 Year	D		N	60.50	0.00	60.50	0.00%	
	Hackney Carriage meter test	only	1 Year	D		N	15.00	0.00	15.00	0.00%	
	Garage test Private Hire & HC Saloon	(Plates 1 - 45)	1 Year	D		N	45.50	0.00	45.50	0.00%	
	Re-test		1 Year	D		N	45.50	0.00	45.50	0.00%	
	Replacement of Brackets		1 Year	D		N	15.00	0.00	15.00	0.00%	
	Replacement of plates		1 Year	D		N	20.00	0.00	20.00	0.00%	
	Transfer of interest		1 Year	D		N	20.00	0.00	20.00	0.00%	
	Door signs - magnetic	Per pair			D		N	20.00	0.00	20.00	0.00%
	Door signs - permanent	Per pair			D		N	15.00	0.00	15.00	0.00%
Private Hire Operator's Licences	Initial issue		5 Yearly Licence	D		N	495.00	0.00	495.00	0.00%	
	Renewal		5 Yearly Licence	D		N	400.00	0.00	400.00	0.00%	
	Renewal yearly Licence where permitted		1 Year	D		N	125.00	0.00	125.00	0.00%	
	Driver's Identification Badges			D		N	100.00	0.00	100.00	0.00%	

Huntingdonshire District Council - Fees and Charges as at April 2023

Service	Element	Detail	Rate per	Statutory (S) Discretionary (D)	Date of Last increase	VAT *	Net charge	VAT	Total Charge	% Change from 2022/23
							£	£	£	%
		Change of name / address / vehicle details		D		N	10.00	0.00	10.00	0.00%
Animal Welfare										
	Animal Boarding Establishments	0 - 5 Animals Application Fee	1 Year	D		N	143.00	0.00	143.00	10.00%
		0 - 5 Animals Licence Fee	1 Year	D		N	121.00	0.00	121.00	10.00%
		6 - 25 Animals Application Fee	1 Year	D		N	154.00	0.00	154.00	10.00%
		6 - 25 Animals Licence Fee	1 Year	D		N	187.00	0.00	187.00	10.00%
		26 - 50 Animals Application Fee	1 Year	D		N	165.00	0.00	165.00	10.00%
		26 - 50 Animals Licence Fee	1 Year	D		N	253.00	0.00	253.00	10.00%
		50+ Animals Application Fee	1 Year	D		N	187.00	0.00	187.00	10.00%
		50+ Animals Licence Fee	1 Year	D		N	297.00	0.00	297.00	10.00%
		0 - 5 Animals Application Fee	2 Year	D		N	143.00	0.00	143.00	10.00%
		0 - 5 Animals Licence Fee	2 Year	D		N	176.00	0.00	176.00	10.00%
		6 - 25 Animals Application Fee	2 Year	D		N	154.00	0.00	154.00	10.00%
		6 - 25 Animals Licence Fee	2 Year	D		N	209.00	0.00	209.00	10.00%
		26 - 50 Animals Application Fee	2 Year	D		N	165.00	0.00	165.00	10.00%
		26 - 50 Animals Licence Fee	2 Year	D		N	264.00	0.00	264.00	10.00%
		50+ Animals Application Fee	2 Year	D		N	187.00	0.00	187.00	10.00%
		50+ Animals Licence Fee	2 Year	D		N	319.00	0.00	319.00	10.00%

Huntingdonshire District Council - Fees and Charges as at April 2023

Service	Element	Detail	Rate per	Statutory (S) Discretionary (D)	Date of Last increase	VAT *	Net charge	VAT	Total Charge	% Change from 2022/23
							£	£	£	%
	0 - 5	Animals Application Fee	3 Year	D		N	143.00	0.00	143.00	10.00%
	0 - 5	Animals Licence Fee	3 Year	D		N	209.00	0.00	209.00	10.00%
	6 - 25	Animals Application Fee	3 Year	D		N	154.00	0.00	154.00	10.00%
	6 - 25	Animals Licence Fee	3 Year	D		N	231.00	0.00	231.00	10.00%
	26 - 50	Animals Application Fee	3 Year	D		N	165.00	0.00	165.00	10.00%
	26 - 50	Animals Licence Fee	3 Year	D		N	286.00	0.00	286.00	10.00%
	50+	Animals Application Fee	3 Year	D		N	187.00	0.00	187.00	10.00%
	50+	Animals Licence Fee	3 Year	D		N	341.00	0.00	341.00	10.00%
	0 - 5	Animals Licence Variation		D		N	143.00	0.00	143.00	10.00%
	6 - 25	Animals Licence Variation		D		N	154.00	0.00	154.00	10.00%
	26 - 50	Animals Licence Variation		D		N	165.00	0.00	165.00	10.00%
	50+	Animals Licence Variation		D		N	187.00	0.00	187.00	10.00%
	0 - 5	Animals Re - Inspect		D		N	90.00	0.00	90.00	13.00%
	6 - 25	Animals Re - Inspect		D		N	110.00	0.00	110.00	10.00%
	26 - 50	Animals Re - Inspect		D		N	132.00	0.00	132.00	10.00%
	50+	Animals Re - Inspect		D		N	154.00	0.00	154.00	10.00%

Huntingdonshire District Council - Fees and Charges as at April 2023

Service	Element	Detail	Rate per	Statutory (S) Discretionary (D)	Date of Last increase	VAT *	Net charge	VAT	Total Charge	% Change from 2022/23
							£	£	£	%
Dog Breeding	0 - 5	Animals Application Fee	1 Year	D		N	143.00	0.00	143.00	10.00%
	0 - 5	Animals Licence Fee	1 Year	D		N	121.00	0.00	121.00	10.00%
	6 - 25	Animals Application Fee	1 Year	D		N	154.00	0.00	154.00	10.00%
	6 - 25	Animals Licence Fee	1 Year	D		N	187.00	0.00	187.00	10.00%
	25+	Animals Application Fee	1 Year	D		N	165.00	0.00	165.00	10.00%
	25+	Animals Licence Fee	1 Year	D		N	241.00	0.00	241.00	10.00%
	0 - 5	Animals Application Fee	2 Year	D		N	143.00	0.00	143.00	10.00%
	0 - 5	Animals Licence Fee	2 Year	D		N	165.00	0.00	165.00	10.00%
	6 - 25	Animals Application Fee	2 Year	D		N	154.00	0.00	154.00	10.00%
	6 - 25	Animals Licence Fee	2 Year	D		N	209.00	0.00	209.00	10.00%
	25+	Animals Application Fee	2 Year	D		N	165.00	0.00	165.00	10.00%
	25+	Animals Licence Fee	2 Year	D		N	264.00	0.00	264.00	10.00%
	0 - 5	Animals Application Fee	3 Year	D		N	143.00	0.00	143.00	10.00%
	0 - 5	Animals Licence Fee	3 Year	D		N	187.00	0.00	187.00	10.00%
	6 - 25	Animals Application Fee	3 Year	D		N	154.00	0.00	154.00	10.00%
	6 - 25	Animals Licence Fee	3 Year	D		N	231.00	0.00	231.00	10.00%
	25+	Animals Application Fee	3 Year	D		N	165.00	0.00	165.00	10.00%
	25+	Animals Licence Fee	3 Year	D		N	275.00	0.00	275.00	10.00%

Huntingdonshire District Council - Fees and Charges as at April 2023

Service	Element	Detail	Rate per	Statutory (S) Discretionary (D)	Date of Last increase	VAT *	Net charge	VAT	Total Charge	% Change from 2022/23
							£	£	£	%
		0 - 5 Animals	Licence Variation	D		N	143.00	0.00	143.00	10.00%
		6 - 25 Animals	Licence Variation	D		N	154.00	0.00	154.00	10.00%
		25+ Animals	Licence Variation	D		N	165.00	0.00	165.00	10.00%
		0 - 5 Animals	Re - Inspect	D		N	90.00	0.00	90.00	13.00%
		6 - 25 Animals	Re - Inspect	D		N	113.00	0.00	113.00	13.00%
		25+ Animals	Re - Inspect	D		N	135.00	0.00	135.00	13.00%
	Selling animals as pets	Animals as pets Application Fee	1 Year	D		N	154.00	0.00	154.00	10.00%
		Animals as pets Licence Fee	1 Year	D		N	121.00	0.00	121.00	10.00%
		For each species of any Dangerous Wild Animal if applicable	1 Year	D		N	55.00	0.00	55.00	10.00%
		Animals as pets Application Fee	2 Year	D		N	154.00	0.00	154.00	10.00%
		Animals as pets Licence Fee	2 Year	D		N	121.00	0.00	121.00	10.00%
		For each species of any Dangerous Wild Animal if applicable	2 Year	D		N	55.00	0.00	55.00	10.00%
		Animals as pets Application Fee	3 Year	D		N	154.00	0.00	154.00	10.00%
		Animals as pets Licence Fee	3 Year	D		N	121.00	0.00	121.00	10.00%
		For each species of any Dangerous Wild Animal if applicable	3 Year	D		N	55.00	0.00	55.00	10.00%

Huntingdonshire District Council - Fees and Charges as at April 2023

Service	Element	Detail	Rate per	Statutory (S) Discretionary (D)	Date of Last increase	VAT *	Net charge	VAT	Total Charge	% Change from 2022/23
							£	£	£	%
		Animals as pets	Licence Variation	D		N	154.00	0.00	154.00	10.00%
		Animals as pets	Re - Inspect	D		N	90.00	0.00	90.00	13.00%
Hiring out Horses	0 - 5	Animals Application Fee	1 Year	D		N	143.00	0.00	143.00	10.00%
	0 - 5	Animals Licence Fee	1 Year	D		N	132.00	0.00	132.00	10.00%
	6 - 25	Animals Application Fee	1 Year	D		N	154.00	0.00	154.00	10.00%
	6 - 25	Animals Licence Fee	1 Year	D		N	231.00	0.00	231.00	10.00%
	25+	Animals Application Fee	1 Year	D		N	165.00	0.00	165.00	10.00%
	25+	Animals Licence Fee	1 Year	D		N	275.00	0.00	275.00	10.00%
	0 - 5	Animals Application Fee	2 Year	D		N	143.00	0.00	143.00	10.00%
	0 - 5	Animals Licence Fee	2 Year	D		N	187.00	0.00	187.00	10.00%
	6 - 25	Animals Application Fee	2 Year	D		N	154.00	0.00	154.00	10.00%
	6 - 25	Animals Licence Fee	2 Year	D		N	242.00	0.00	242.00	10.00%
	25+	Animals Application Fee	2 Year	D		N	165.00	0.00	165.00	10.00%
	25+	Animals Licence Fee	2 Year	D		N	297.00	0.00	297.00	10.00%
	0 - 5	Animals Application Fee	3 Year	D		N	143.00	0.00	143.00	10.00%
	0 - 5	Animals Licence Fee	3 Year	D		N	231.00	0.00	231.00	10.00%

Huntingdonshire District Council - Fees and Charges as at April 2023

Service	Element	Detail	Rate per	Statutory (S) Discretionary (D)	Date of Last increase	VAT *	Net charge	VAT	Total Charge	% Change from 2022/23
							£	£	£	%
	6 - 25	Animals Application Fee	3 Year	D		N	154.00	0.00	154.00	10.00%
	6 - 25	Animals Licence Fee	3 Year	D		N	264.00	0.00	264.00	10.00%
	25+	Animals Application Fee	3 Year	D		N	165.00	0.00	165.00	10.00%
	25+	Animals Licence Fee	3 Year	D		N	330.00	0.00	330.00	10.00%
	0 - 5	Animals	Licence Variation	D		N	143.00	0.00	143.00	10.00%
	0 - 5	Animals	Re - Inspect	D		N	90.00	0.00	90.00	13.00%
	6 - 25	Animals	Licence Variation	D		N	154.00	0.00	154.00	10.00%
	6 - 25	Animals	Re - Inspect	D		N	110.00	0.00	110.00	10.00%
	25+	Animals	Licence Variation	D		N	165.00	0.00	165.00	10.00%
	25+	Animals	Re - Inspect	D		N	132.00	0.00	132.00	10.00%
	Exhibiting / Performing Animals	Any number of animals Application Fee	3 Year	D		N	143.00	0.00	143.00	10.00%
		Any number of animals Licence Fee	3 Year	D		N	154.00	0.00	154.00	10.00%
		Any number of animals	Licence Variation	D		N	132.00	0.00	132.00	10.00%
	Dangerous Wild Animals	1 Species Application Fee	2 Year	D		N	434.50	0.00	434.50	10.00%
		(Additional species on application) per each species	2 Year	D		N	60.00	0.00	60.00	20.00%
		1 Species	Licence Variation	D		N	214.50	0.00	214.50	10.00%
		(Additional species on variation) per each species	Licence Variation	D		N	60.00	0.00	60.00	20.00%

Huntingdonshire District Council - Fees and Charges as at April 2023

Service	Element	Detail	Rate per	Statutory (S) Discretionary (D)	Date of Last increase	VAT *	Net charge	VAT	Total Charge	% Change from 2022/23
							£	£	£	%
Zoo licences	Administration fee		per application			N	54.18	0.00	54.18	20.00%
	Officer time		per application			N	49.00	0.00	49.00	20.00%
	Where a zoo licensed premise fails to meet the terms and conditions of the licence, additional charges may be levied at the time of renewal of the licence	per visit		D		N	49.00	0.00	49.00	20.00%
	Additional Fees from third parties, e.g. veterinary surgeon's fee, specialist advisor fee; recharged in full									
Street Trading	Street Trading Consents - 1 Day			D		N	62.50	0.00	62.50	6.00%
	Street Trading Consents - 1 Month			D		N	232.45	0.00	232.45	6.00%
	Street Trading Consents - 6 Months			D		N	1,274.75	0.00	1,274.75	6.00%
	Street Trading Consents - Annual			D		N	1,996.00	0.00	1,996.00	2.00%
	Street Trading Consents - Seasonal			D		N	646.50	0.00	646.50	6.00%
	Street Trading Licences			D		N	1,794.70	0.00	1,794.70	2.00%
										#DIV/0!
Scrap dealers income	Site licence		Every 3 years	D		N	448.70	0.00	448.70	6.00%
	Mobile collector		Every 3 years	D		N	308.15	0.00	308.15	6.00%
	Collectors licence with existing licence with another LA			D		N	270.30	0.00	270.30	6.00%
	Variation of licence (person)			D		N	113.50	0.00	113.50	6.00%

Huntingdonshire District Council - Fees and Charges as at April 2023

Service	Element	Detail	Rate per	Statutory (S) Discretionary (D)	Date of Last increase	VAT *	Net charge	VAT	Total Charge	% Change from 2022/23
							£	£	£	%
Land Charges - Awaiting confirmation from County for Question 16, 21 & 22. Expectation is that it won't increase										
	Land Charges	Basic search fee		S / D		N	131.10	0.00	131.10	0.00%
		Basic commercial search fee		S / D		N	178.14	0.00	178.14	0.00%
	LLC1	Several parcels of land		D		N	25.50	0.00	25.50	0.00%
		plus each additional parcel of land		D		N	7.00	0.00	7.00	0.00%
	Residential CON 29R	One parcel of land		D		S	88.00	17.60	105.60	0.00%
		Several parcels of land - each additional parcel		D		S	28.00	5.60	33.60	0.00%
	Commercial CON 29R	One parcel of land		D		S	127.20	25.44	152.64	0.00%
		Several parcels of land - each additional parcel		D		S	57.80	11.56	69.36	0.00%
	CON 29O					S	6.00	1.20	7.20	0.00%
		Question 8		D		S	8.00	1.60	9.60	0.00%
		Question 16 (County)		D		S	13.00	2.60	15.60	0.00%
		Question 21 (County)		D		S	13.00	2.60	15.60	0.00%
		Question 22 (County)		D		S	21.00	4.20	25.20	0.00%
	Solicitors own enquiry	Each		D		S	9.17	1.83	11.00	0.00%
	Copies of Section 106 Town & Country Planning Act 1990 documents or similar	Per document		D		N	10.00	0.00	10.00	0.00%
Electoral Registration										
	Statutory fees	Open register - data	Admin	S		N	20.00	0.00	20.00	0.00%
		plus per thousand entries(or part)		S		N	1.50	0.00	1.50	0.00%

Huntingdonshire District Council - Fees and Charges as at April 2023

Service	Element	Detail	Rate per	Statutory (S) Discretionary (D)	Date of Last increase	VAT *	Net charge	VAT	Total Charge	% Change from 2022/23
							£	£	£	%
		Open register - paper	Admin	S		N	10.00	0.00	10.00	0.00%
			plus per thousand entries(or part)	S		N	5.00	0.00	5.00	0.00%
		These rates of charge equally apply to the sale of monthly alterations to the electoral register.								
		Overseas electors - data	Admin	S		N	20.00	0.00	20.00	0.00%
			plus per 100 entries(or part)	S		N	1.50	0.00	1.50	0.00%
		Overseas electors - paper	Admin	S		N	10.00	0.00	10.00	0.00%
			plus per 100 entries(or part)	S		N	5.00	0.00	5.00	0.00%

Key to VAT Indicators

S = Standard Rated

N = Non-Business (outside scope of VAT)

Z = Zero Rated

E = Exempt

Treasury Management Strategy 2023/24

Contents

1.0 Introduction

1.1 Treasury Management Policy Statement

1.2 Background to treasury management

2.0 External Context

2.1 Economic Background

2.2 Credit Outlook

2.3 Interest Rate Forecast

3.0 Local Context

4.0 Liability Benchmark

5.0 Borrowing Strategy

5.1 Objectives

5.2 Strategy

5.3 Sources of Borrowing

5.4 Other Sources of Debt Finance

5.5 Municipal Bonds Agency

5.6 LOBOs

5.7 Short-Term and variable Rate Loans

5.8 Debt Rescheduling

6.0 Investment Strategy

6.1 Objectives

6.2 Strategy

6.3 Environmental, Social, Governance

6.4 Business Models

6.5 Approved Counterparties

6.6 Government

- 6.7 Secured Investments
- 6.8 Banks and Building Societies Secured
- 6.9 Registered Providers
- 6.10 Money Market Funds
- 6.11 Strategic Pooled Funds
- 6.12 Real Estate Investment Trusts
- 6.13 Other Investments
- 6.14 Operational Bank Accounts
- 6.15 Risk Assessment and Credit Rating
- 6.16 Other Information on the Security of Investments
- 6.17 Investment Limits
- 6.18 Liquidity Management

7.0 Treasury Management Indicators

- 7.1 Security
- 7.2 Liquidity
- 7.3 Interest rate Exposures
- 7.4 Maturity Structure of Borrowing
- 7.5 Principal Sums Invested for Periods Longer than a Year

8.0 Related Matters

- 8.1 Financial Derivatives
- 8.2 Markets in Financial Instruments Directive

9.0 Financial Implications

10.0 Other Options Considered

Appendices

- A** - Economic and Interest Rate Forecast
- B**- Local Context for Economic and Credit Environment
- C**- Investment and Debt Portfolio Position at 31st December 2022
- D**- Approved Investment counterparties and limits 2022/23

1.0 Introduction

1.1 Treasury management policy statement

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

1.2 Background to treasury management

Treasury management is the management of the Council's cash flows, borrowing and investments, and the associated risks. The Council has borrowed and invested substantial sums of money and is therefore exposed to financial risks including the loss of invested funds and the revenue effect of changing interest rates. The successful identification, monitoring and control of financial risk are therefore central to the Council's prudent financial management.

Treasury risk management at the Council is conducted within the framework of the Chartered Institute of Public Finance and Accountancy's Treasury Management in the Public Services: Code of Practice 2021 Edition (the CIPFA Code) which requires the Council to approve a treasury management strategy before the start of each financial year. This report fulfils the Authority's legal obligation under the *Local Government Act 2003* to have regard to the CIPFA Code.

Investments held for service purposes or for commercial profit are considered in a different report, the Investment Strategy.

2.0 External Context (See also Appendix B)

2.1 Economic background

The ongoing impact on the UK from the war in Ukraine, together with higher inflation, higher interest rates, uncertain government policy, and a deteriorating economic outlook, will be major influences on the Authority's treasury management strategy for 2023/24.

The Bank of England (BoE) increased Bank Rate by 0.5% to 3.5% in December 2022. This followed a 0.75% rise in November which was the largest single rate hike since 1989 and the ninth successive rise since December 2021. The December decision was voted for by a 6-3 majority of the Monetary Policy Committee (MPC), with two dissenters voting for a no-change at 3% and one for a larger rise of 0.75%.

The November quarterly Monetary Policy Report (MPR) forecast a prolonged but shallow recession in the UK with CPI inflation remaining elevated at over 10% in the near-term. While the projected peak of inflation is lower than in the August report, due in part to the government's support package for household energy costs, inflation is expected remain higher for longer over the forecast horizon and the economic outlook remains weak, with unemployment projected to start rising.

The UK economy contracted by 0.3% between July and September 2022 according to the Office for National Statistics, and the BoE forecasts Gross Domestic Product (GDP) will decline 0.75% in the second half of the year due to the squeeze on household income from higher energy costs and goods prices. Growth is then expected to continue to fall throughout 2023 and the first half of 2024.

CPI inflation is expected to have peaked at around 11% in the last calendar quarter of 2022 and then fall sharply to 1.4%, below the 2% target, in two years' time and to 0% in three years' time if the Bank Rate follows the path implied by financial markets at the time of the November MPR (a peak of 5.25%). However, the BoE stated it considered this path to be too high, suggesting that the peak in interest rates will be lower, reducing the risk of inflation falling too far below target. Market rates have fallen since the time of the November MPR.

The labour market remains tight for now, with the most recent statistics showing the unemployment rate was 3.7%. Earnings were up strongly in nominal terms by 6.1% for both total pay and for regular pay but factoring in inflation means real pay for both measures was -2.7%. Looking forward, the November MPR shows the labour market weakening in response to the deteriorating outlook for growth, leading to the unemployment rate rising to around 6.5% in 2025.

Interest rates have also been rising sharply in the US, with the Federal Reserve increasing the range on its key interest rate by 0.5% in December 2022 to 4.25%-4.5%. This rise follows four successive 0.75% rises in a pace of tightening that has seen rates increase from 0.25%-0.50% in March 2022. Annual inflation has been slowing in the US

but remains above 7%. GDP grew at an annualised rate of 3.2% (revised up from 2.9%) between July and September 2022, but with official interest rates expected to rise even further in the coming months, a recession in the region is widely expected at some point during 2023.

Inflation rose consistently in the Euro Zone since the start of the year, hitting a peak annual rate of 10.6% in October 2022, before declining to 10.1% in November. Economic growth has been weakening with an upwardly revised expansion of 0.3% (from 0.2%) in the three months to September 2022. As with the UK and US, the European Central Bank has been on an interest rate tightening cycle, pushing up its three key interest rates by 0.50% in December, following two consecutive 0.75% rises, taking its main refinancing rate to 2.5% and deposit facility rate to 2.0%.

2.2 Credit outlook

Credit default swap (CDS) prices have generally followed an upward trend throughout 2022, indicating higher credit risk. They have been boosted by the war in Ukraine, increasing economic and political uncertainty and a weaker global and UK outlook, but remain well below the levels seen at the beginning of the Covid-19 pandemic.

CDS price volatility was higher in 2022 compared to 2021 and the divergence in prices between ringfenced (retail) and non-ringfenced (investment) banking entities has emerged once again.

The weakening economic picture during 2022 led the credit rating agencies to reflect this in their assessment of the outlook for the UK sovereign as well as several local authorities and financial institutions, revising them from to negative from stable.

There are competing tensions in the banking sector which could impact bank balance sheet strength going forward. The weakening economic outlook and likely recessions in many regions increase the possibility of a deterioration in the quality of banks' assets, while higher interest rates provide a boost to net income and profitability.

However, the institutions on our adviser, Arlingclose's, counterparty list remain well-capitalised and their counterparty advice on both recommended institutions and maximum duration remain under constant review and will continue to reflect economic conditions and the credit outlook.

2.3 Interest rate forecast

The Authority's treasury management adviser Arlingclose forecasts that Bank Rate will continue to rise in 2022 and 2023 as the Bank of England attempts to subdue inflation which is significantly above its 2% target.

While interest rate expectations reduced during October and November 2022, multiple interest rate rises are still expected over the forecast horizon despite looming recession. Arlingclose expects Bank Rate to rise to 4.25% by June 2023 under its central case, with the risks in the near- and medium-term to the upside should inflation not evolve as the Bank forecasts and remains persistently higher.

Yields are expected to remain broadly at current levels over the medium-term, with 5-, 10- and 20-year gilt yields expected to average around 3.6%, 3.7%, and 3.9% respectively over the 3-year period to December 2025. The risks for short, medium and longer-term yields are judged to be broadly balanced over the forecast horizon. As ever, there will undoubtedly be short-term volatility due to economic and political uncertainty and events.

A more detailed economic and interest rate forecast provided by Arlingclose is in Appendix A.

3.0 Local Context

On 31st December 2022, the Authority held £34.4m of borrowing and £63.0m of treasury investments. This is set out in further detail at Appendix C. Forecast changes in these sums are shown in the balance sheet analysis in table 1 below.

Table 1: Balance sheet summary and forecast

	31.3.22 Actual £m	31.3.23 Forecast £m	31.3.24 Estimate £m	31.3.25 Estimate £m	31.3.26 Estimate £m
General Fund CFR	70.4	71.5	75.3	73.6	73.0
CFR	70.4	71.5	75.3	73.6	73.0
Less: Other debt liabilities ⁽¹⁾	0.6	0.6	0.6	0.6	0.6
Less: External borrowing ⁽²⁾	38.9	34.4	34.3	34.3	34.3
Internal borrowing	30.9	36.5	40.4	38.7	38.1
Less: Balance Sheet Resources	78.0	80.0	75.0	70.0	65.0
(Investments) or New borrowing	(47.1)	(43.5)	(34.6)	(31.3)	(26.9)

⁽¹⁾ Finance lease of Phoenix Court commercial property.

⁽²⁾ Reduced borrowing due to the loans being repaid which were financing the Places for People Loan.

The underlying need to borrow for capital purposes is measured by the Capital Financing Requirement (CFR), balance sheet resources are the underlying sums, available for investment. The Council's current strategy is to maintain borrowing and investments below their underlying levels, known as internal borrowing.

The Council has an increasing CFR due to the capital programme, but has investments and balance sheet resources, and will therefore not be required to borrow up to 2024/25.

CIPFA's *Prudential Code for Capital Finance in Local Authorities* recommends that the Council's total debt should be lower than its highest forecast CFR over the next three years. Table 1 shows that the Council expects to comply with this recommendation during 2023/24.

4.0 Liability Benchmark

To compare the Council's actual borrowing against an alternative strategy, a liability benchmark has been calculated showing the lowest risk level of borrowing. This assumes the same forecasts as table 1 above, but that cash and investment balances are kept to a minimum level of £10m at each year-end to maintain enough liquidity but minimise credit risk.

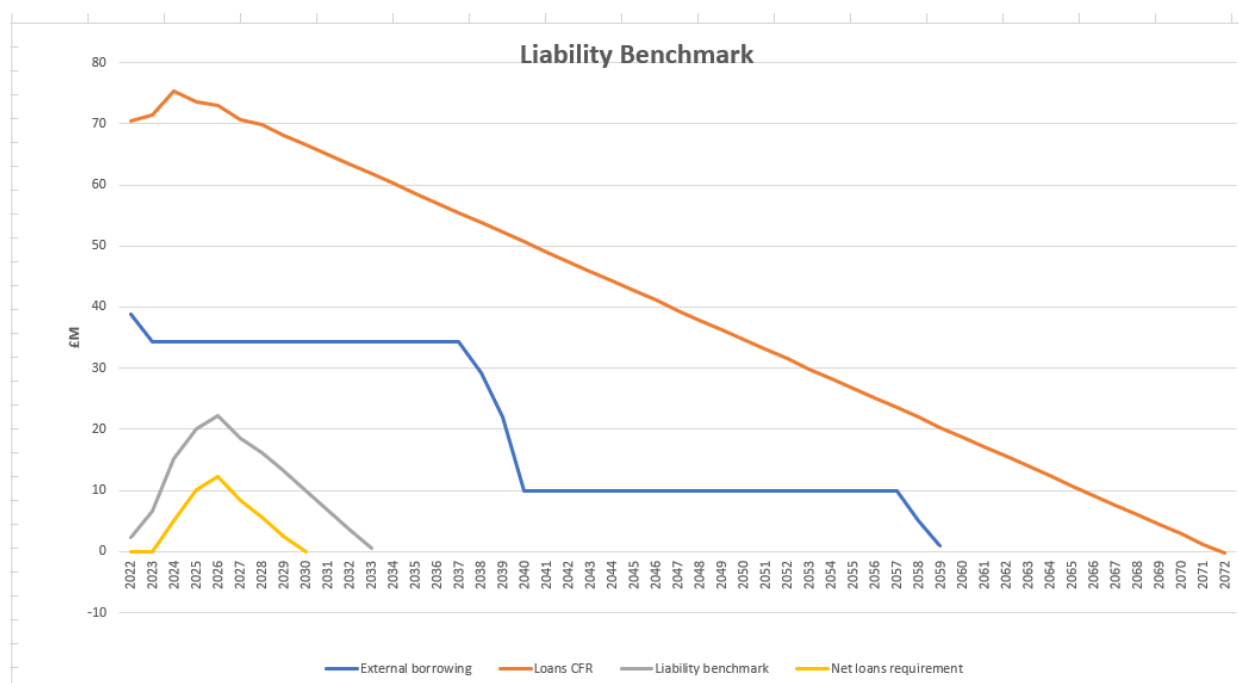
The liability benchmark is an important tool to help establish whether the Council is likely to be a long-term borrower or long-term investor in the future, and so shape its strategic focus and decision making. The liability benchmark itself represents an estimate of the cumulative amount of external borrowing the Council must hold to fund its current capital

and revenue plans while keeping treasury investments at the minimum level required to manage day-to-day cash flow.

Table 2: Prudential Indicator: Liability benchmark

	31.3.22 Actual £m	31.3.23 Forecast £m	31.3.24 Estimate £m	31.3.25 Estimate £m	31.3.26 Estimate £m
CFR	70.4	71.5	75.3	73.6	73.0
Less: Balance Sheet Resources	78.0	74.9	70.2	63.5	60.8
Plus: Liquidity Allowance	10.0	10.0	10.0	10.0	10.0
Liability Benchmark	2.4	6.6	15.1	20.1	22.2

Following on from the medium-term forecasts in table 2 above, the long-term liability benchmark assumes capital expenditure funded by borrowing of £34m a year, minimum revenue provision on new capital expenditure based on asset lives and income, expenditure and reserves all increasing by inflation of 2.5% a year. This is shown in the chart below together with the maturity profile of the Authority’s existing borrowing:



The purpose of this indicator is to compare the council’s existing loans (External Borrowing line) against its future need for loan debt, the liability benchmark. As the borrowing line is above the liability benchmark the council has more debt than it needs (based on current budgets), and the excess will be invested, this also suggests that the council has no immediate need to borrow. If there were a need to borrow the liability

benchmark would assist in deciding the amount of borrowing and the duration (this would be indicated by the liability benchmark being above the borrowing line at a point in time).

It should be noted the liability benchmark makes no assumptions about capital budgets not yet set, and so is based on current spending plans.

The chart also shows that the council meets the requirement of the Prudential Code, for borrowing to remain below the CFR (Capital Financing Requirement), borrowing should mature as the CFR is reduced over the years by MRP.

5.0 Borrowing Strategy

The Council currently holds £34.4m of loans (31/12/2022), as part of its strategy for funding previous years' capital programmes and Commercial Investment Strategy. The balance sheet forecast in table 1 shows that the Council does not expect to need to borrow in 2023/24. The Council may also borrow additional sums to pre-fund future years' requirements, providing this does not exceed the authorised limit for borrowing of £135.0m.

5.1 Objectives

The Council's chief objective when borrowing money is to strike an appropriately low risk balance between securing low interest costs and achieving certainty of those costs over the period for which funds are required. The flexibility to renegotiate loans should the Council's long-term plans change is a secondary objective.

5.2 Strategy

Given the significant cuts to public expenditure and in particular to local government funding, the Council's borrowing strategy continues to address the key issue of affordability without compromising the longer-term stability of the debt portfolio. With short-term interest rates currently much lower than long-term rates, it is likely to be more cost effective in the short-term to either use internal resources, or to borrow short-term loans instead.

By doing so, the Council can reduce net borrowing costs (despite foregone investment income) and reduce overall treasury risk. The benefits of internal and short-term borrowing will be monitored regularly against the potential for incurring additional costs by deferring borrowing into future years when long-term borrowing rates are forecast to rise modestly. Arlingclose will assist the Council with this 'cost of carry' and breakeven analysis. Its output may determine whether the Council borrows additional sums at long-term fixed rates in 2023/24 with a view to keeping future interest costs low, even if this causes additional cost in the short-term.

The Authority has previously raised almost all of its long-term borrowing from the PWLB but will consider long-term loans from other sources including banks, pensions and local

authorities, and will investigate the possibility of issuing bonds and similar instruments, in order to lower interest costs and reduce over-reliance on one source of funding in line with the CIPFA Code. PWLB loans are no longer available to local authorities planning to buy investment assets primarily for yield; the Authority intends to avoid this activity in order to retain its access to PWLB loans.

Alternatively, the Council may arrange forward starting loans during 2023/24, where the interest rate is fixed in advance, but the cash is received in later years. This would enable certainty of cost to be achieved without suffering a cost of carry in the intervening period.

In addition, the Council may borrow short-term loans to cover unplanned cash flow shortages.

5.3 Sources of Borrowing

The approved sources of long-term and short-term borrowing are:

- HM Treasury's PWLB lending facility (formerly the Public Works Loan Board)
- any institution approved for investments (see below)
- any other bank or building society authorised to operate in the UK
- any other UK public sector body
- UK public and private sector pension funds
- capital market bond investors
- UK Municipal Bonds Agency plc and other special purpose companies created to enable local authority bond issues

5.4 Other sources of debt finance

In addition, capital finance may be raised by the following methods that are not borrowing, but may be classed as other debt liabilities:

- leasing
- hire purchase
- Private Finance Initiative
- sale and leaseback

5.5 Municipal Bonds Agency

UK Municipal Bonds Agency (UK MBA) plc was established in 2014 by the Local Government Association as an alternative to the PWLB. It issues bonds on the capital markets and lends the proceeds to local authorities at a rate below PWLB. This is a more complicated source of finance than the PWLB for two reasons: borrowing authorities will be required to provide bond investors with a joint and several guarantee to refund their investment in the event that the agency is unable to for any reason; and there will be a

lead time of several months between committing to borrow and knowing the interest rate payable. When the Council makes the decision to borrow, the option will be taken to consider whether the PWLB or the Municipal Bonds Agency are the most effective and efficient lender. Prior to approval to borrow from the UK MBA, separate approval will be sought from Cabinet.

5.6 LOBOs

The Council does not hold any LOBOs (Lender's Option Borrower's Option) loans. This is where the lender has the option to propose an increase in the interest rate at set dates, following which the Council has the option to either accept the new rate or to repay the loan at no additional cost.

5.7 Short-Term and Variable Rate Loans

These loans leave the Council exposed to the risk of short-term interest rate rises and are therefore subject to the interest rate exposure limits in the treasury management indicators below.

5.8 Debt rescheduling

The PWLB allows authorities to repay loans before maturity and either pay a premium or receive a discount according to a set formula based on current interest rates. Other lenders may also be prepared to negotiate premature redemption terms. The Council may take advantage of this and replace some loans with new loans, or repay loans without replacement, where this is expected to lead to an overall cost saving or a reduction in risk. The recent rise in interest rates means that more favourable debt rescheduling opportunities should arise than in previous years.

6.0 Investment Strategy

The Council holds invested funds, representing income received in advance of expenditure plus balances and reserves held. In the year 2022/23 to December, the Council's investment balance has ranged between £39m in April 2022 and £63m in December 2022, these levels are expected to reduce in the forthcoming year.

6.1 Objectives

The CIPFA Code requires the Council to invest its funds prudently, and to have regard to the security and liquidity of its investments before seeking the highest rate of return, or yield. The Council's objective when investing money is to strike an appropriate balance between risk and return, minimising the risk of incurring losses from defaults and the risk of receiving unsuitably low investment income. Where balances are expected to be invested for more than one year, the Council will aim to achieve a total return that is equal

or higher than the prevailing rate of inflation, in order to maintain the spending power of the sum invested. The Authority aims to be a responsible investor and will consider environmental, social and governance (ESG) issues when investing.

6.2 Strategy

As demonstrated by the liability benchmark above, the Authority expects to be a long-term investor and treasury investments will therefore include both short-term low risk instruments to manage day-to-day cash flows and longer-term instruments where limited additional risk is accepted in return for higher investment income to support local public services.

The CIPFA Code does not permit local authorities to both borrow and invest long-term for cash flow management. But the Authority may make long-term investments for treasury risk management purposes, including to manage interest rate risk by investing sums borrowed in advance for the capital programme for up to three years; to manage inflation risk by investing usable reserves in instruments whose value rises with inflation; and to manage price risk by adding diversification to the strategic pooled fund portfolio.

6.3 Environmental, Social and Governance (ESG)

ESG considerations are increasingly a factor in global investors' decision making, but the framework for evaluating investment opportunities is still developing and therefore the Authority's ESG policy does not currently include ESG scoring or other real-time ESG criteria at an individual investment level. When investing in banks and funds, the Authority will prioritise banks that are signatories to the UN Principles for Responsible Banking and funds operated by managers that are signatories to the UN Principles for Responsible Investment, the Net Zero Asset Managers Alliance and/or the UK Stewardship Code.

6.4 Business models

Under the new IFRS 9 standard, the accounting for certain investments depends on the Council's "business model" for managing them. The Council aims to achieve value from its internally managed treasury investments by a business model of collecting the contractual cash flows and therefore, where other criteria are also met, these investments will continue to be accounted for at amortised cost.

6.5 Approved counterparties

The Council may invest its surplus funds with any of the counterparty types in table 3 below, subject to the cash limits (per counterparty) and the time limits shown.

For 2023/24 some of the limits in the table below have been reduced, as a response to the more uncertain financial environment over the next few years, (please refer to appendix D for the changes).

Table 3: Approved investment counterparties and limits

Sector	Time Limit	Counterparty Limit	Sector Limit
UK Government including DMO	50 years	unlimited	n/a
Other government entities	5 years	£4m	Unlimited
Local Authorities	5 years	£2m	Unlimited
Secured investments*	1 year	£2m	Unlimited
Banks (unsecured)*	6 months	£2m	Unlimited
Transactional Bank (Natwest)	Overnight	£4m	Unlimited
Building Societies (unsecured)*	6 months	£1m	£10m
Registered providers (unsecured)*	1 Year	£1m	£10m
Money Market Funds*	n/a	£4m	Unlimited
Strategic pooled funds	n/a	£5m	£20m
Real Estate investment trusts	n/a	£5m	£15m

* **Minimum credit rating:** Treasury investments in the sectors marked with an asterisk will only be made with entities whose lowest published long-term credit rating is no lower than A-. Where available, the credit rating relevant to the specific investment or class of investment is used, otherwise the counterparty credit rating is used. However, investment decisions are never made solely based on credit ratings, and all other relevant factors including external advice will be taken into account.

For entities without published credit ratings, investments may be made either (a) where external advice indicates the entity to be of similar credit quality; or (b) to a maximum of £500,000 per counterparty as part of a diversified pool e.g. via a peer-to-peer platform.

This table must be read in conjunction with the notes below

6.6 Government

Loans, bonds and bills issued or guaranteed by national governments, regional and local authorities and multilateral development banks. These investments are not subject to bail-in, and there is generally a lower risk of insolvency, although they are not zero risk. Investments with the UK Central Government may be made in unlimited amounts for up to 50 years.

6.7 Secured investments

Covered bonds, reverse repurchase agreements and other collateralised arrangements with banks and building societies. These investments are secured on the bank's assets, which limits the potential losses in the unlikely event of insolvency, and means that they

are exempt from bail-in. Where there is no investment specific credit rating, but the collateral upon which the investment is secured has a credit rating, the higher of the collateral credit rating and the counterparty credit rating will be used to determine cash and time limits. The combined secured and unsecured investments in any one bank will not exceed the cash limit for secured investments.

6.8 Banks and building societies unsecured

Accounts, deposits, certificates of deposit and senior unsecured bonds with banks and building societies, other than multilateral development banks. These investments are subject to the risk of credit loss via a bail-in should the regulator determine that the bank is failing or likely to fail. See below for arrangements relating to operational bank accounts.

6.9 Registered providers

Loans and bonds issued by, guaranteed by or secured on the assets of registered providers of social housing and registered social landlords, formerly known as housing associations. These bodies are tightly regulated by the Regulator of Social Housing. As providers of public services, they retain the likelihood of receiving government support if needed. This does not include service loans which are subject to separate authorisation by Cabinet.

6.10 Money Market Funds

Pooled funds that offer same-day or short notice liquidity and very low or no price volatility by investing in short-term money markets. They have the advantage over bank accounts of providing wide diversification of investment risks, coupled with the services of a professional fund manager in return for a small fee. Although no sector limit applies to money market funds, the Authority will always take care to diversify its liquid investments over a variety of providers to ensure access to cash at all times.

6.11 Strategic Pooled funds

Bond, equity and property funds offer enhanced returns over the longer term but are more volatile in the short term. These allow the Council to diversify into asset classes other than cash without the need to own and manage the underlying investments. Because these funds have no defined maturity date, but are available for withdrawal after a notice period, their performance and continued suitability in meeting the Council's investment objectives will be monitored regularly.

6.12 Real estate investment trusts

Shares in companies that invest mainly in real estate and pay the majority of their rental income to investors in a similar manner to pooled property funds. As with property funds, REITs offer enhanced returns over the longer term, but are more volatile especially as

the share price reflects changing demand for the shares as well as changes in the value of the underlying properties.

6.13 Other investments

This covers treasury investments not listed above, for example unsecured corporate bonds and company loans. Non-bank companies cannot be bailed-in but can become insolvent placing the Authority's investment at risk.

6.14 Operational Bank Accounts

The Council may incur operational exposures, for example through current accounts, collection accounts and merchant acquiring services, to any UK bank with credit ratings no lower than BBB- and with assets greater than £25 billion. These are not classed as investments but are still subject to the risk of a bank bail-in, and balances (not available on a daily basis) will therefore be kept low and only contain balances sufficient for operational purposes. The Bank of England has stated that in the event of failure, banks with assets greater than £25 billion are more likely to be bailed-in than made insolvent, increasing the chance of the Council maintaining operational continuity.

6.15 Risk assessment and credit ratings

Credit ratings are obtained and monitored by the Council's treasury advisers, who will notify changes in ratings as they occur. Where an entity has its credit rating downgraded so that it fails to meet the approved investment criteria then:

- no new investments will be made,
- any existing investments that can be recalled or sold at no cost will be, and
- full consideration will be given to the recall or sale of all other existing investments with the affected counterparty.

Where a credit rating agency announces that a credit rating is on review for possible downgrade (also known as "rating watch negative" or "credit watch negative") so that it may fall below the approved rating criteria, then only investments that can be withdrawn on the next working day will be made with that organisation until the outcome of the review is announced. This policy will not apply to negative outlooks, which indicate a long-term direction of travel rather than an imminent change of rating.

6.16 Other information on the security of investments

The Council understands that credit ratings are good, but not perfect, predictors of investment default. Full regard will therefore be given to other available information on the credit quality of the organisations in which it invests, including credit default swap prices, financial statements, information on potential government support, reports in the quality financial press and analysis and advice from the Council's treasury management

adviser. No investments will be made with an organisation if there are substantive doubts about its credit quality, even though it may otherwise meet the above criteria.

When deteriorating financial market conditions affect the creditworthiness of all organisations, as happened in 2008 and 2020, this is not generally reflected in credit ratings, but can be seen in other market measures. In these circumstances, the Council will restrict its investments to those organisations of higher credit quality and reduce the maximum duration of its investments to maintain the required level of security. The extent of these restrictions will be in line with prevailing financial market conditions. If these restrictions mean that insufficient commercial organisations of high credit quality are available to invest the Council’s cash balances, then the surplus will be deposited with the UK Government via the Debt Management Office or invested in government treasury bills for example, or with other local authorities. This will cause a reduction in the level of investment income earned but will protect the principal sum invested.

6.17 Investment Limits

The Council’s revenue reserves (including general fund and earmarked) available to cover investment losses are forecast to be £12.9m on 31st March 2023 and £12.6m on 31st March 2024. In order that no more than 50% of available reserves will be put at risk in the case of a single default, the maximum that will be lent to any one organisation (other than the UK Government) will be £5m. Overnight deposits with the transactional bank, Natwest, are limited to £4m.

A group of banks under the same ownership will be treated as a single organisation for limit purposes. Limits will also be placed on fund managers, investments in brokers’ nominee accounts, foreign countries and industry sectors as below. Investments in pooled funds and multilateral development banks do not count against the limit for any single foreign country, since the risk is diversified over many countries.

Table 4: Additional Investment limits

	Cash limit
Any group of pooled funds under the same management eg Blackrock, HSBC, CCLA etc.	£5m per manager
Negotiable instruments held in a broker’s nominee account	£4m per broker
Foreign countries	£2m per country

6.18 Liquidity management

The Council uses cash flow forecasting spreadsheets to determine the maximum period for which funds may prudently be committed. The forecast is compiled on a prudent basis to minimise the risk of the Council being forced to borrow on unfavourable terms to meet

its financial commitments. Limits on long-term investments are set by reference to the Council's medium-term financial plan and cash flow forecast.

7.0 Treasury Management Prudential Indicators

The Council measures and manages its exposures to treasury management risks using the following indicators.

7.1 Security

The Council has adopted a voluntary measure of its exposure to credit risk by monitoring the value-weighted average credit rating of its investment portfolio. This is calculated by applying a score to each investment (AAA=1, AA+=2, etc.) and taking the arithmetic average, weighted by the size of each investment. Unrated investments are assigned a score based on their perceived risk.

Credit risk indicator	Target
Portfolio average credit rating	A-

7.2 Liquidity

The Council has adopted a voluntary measure of its exposure to liquidity risk by monitoring the amount of cash available to meet unexpected payments within a rolling 3 month period, without additional borrowing.

Liquidity risk indicator	Target
Total cash available within 3 months	£10m

7.3 Interest Rate Exposures

This indicator is set to control the Council's exposure to interest rate risk. The upper limits on the one-year revenue impact of a 1% rise or fall in interest rates will be:

Interest rate risk indicator	Limit
Upper limit on one-year revenue impact of a 1% <u>rise</u> in interest rates	£630,000
Upper limit on one-year revenue impact of a 1% <u>fall</u> in interest rates	£630,000

The impact of a change in interest rates is calculated on the assumption that maturing loans and investments will be replaced at new market rates. £0.63m is a 5% impact on forecast reserves of £12.6m.

7.4 Maturity structure of borrowing

This indicator is set to control the Council's exposure to refinancing risk. The upper and lower limits on the maturity structure of borrowing will be:

Refinancing rate risk indicator	Upper limit	Lower limit
Under 12 months	80%	0%
12 months and within 24 months	80%	0%
24 months and within 5 years	80%	0%
5 years and within 10 years	100%	0%
10 years and above	100%	0%
20 years and above	100%	0%

Time periods start on the first day of each financial year. The maturity date of borrowing is the earliest date on which the lender can demand repayment.

7.5 Long Term Treasury Management Investments

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. The prudential limits on the long-term treasury management investments will be:

Price risk indicator	2023/24	2024/25	2025/26	No fixed date
Limit on principal invested beyond year end	£12m	£10m	£8m	£6m

Long-term investments with no fixed maturity date include strategic pooled funds and real estate investment trusts but exclude money market funds and bank accounts with no fixed maturity date as these are considered short-term.

8.0 Related Matters

The CIPFA Code requires the Council to include the following in its treasury management strategy.

8.1 Financial Derivatives

Local authorities have previously made use of financial derivatives embedded into loans and investments both to reduce interest rate risk (e.g. interest rate collars and forward

deals) and to reduce costs or increase income at the expense of greater risk (e.g. LOBO loans and callable deposits). The general power of competence in Section 1 of the *Localism Act 2011* removes much of the uncertainty over local authorities' use of standalone financial derivatives (i.e. those that are not embedded into a loan or investment).

The Council will only use standalone financial derivatives (such as swaps, forwards, futures and options) where they can be clearly demonstrated to reduce the overall level of the financial risks that the Council is exposed to. Additional risks presented, such as credit exposure to derivative counterparties, will be taken into account when determining the overall level of risk. Embedded derivatives, including those present in pooled funds and forward starting transactions, will not be subject to this policy, although the risks they present will be managed in line with the overall treasury risk management strategy.

Financial derivative transactions may be arranged with any organisation that meets the approved investment criteria. The current value of any amount due from a derivative counterparty will count against the counterparty credit limit and the relevant foreign country limit.

In line with the CIPFA Code, the Authority will seek external advice and will consider that advice before entering into financial derivatives to ensure that it fully understands the implications.

8.2 Markets in Financial Instruments Directive

The Council has opted up to professional client status with its providers of financial services, including advisers, banks, brokers and fund managers, allowing it access to a greater range of services but without the greater regulatory protections afforded to individuals and small companies. Given the size and range of the Council's treasury management activities, this is the most appropriate status.

9.0 Financial Implications

The budget for investment income in 2023/24 is £0.1m. The budget for debt interest paid in 2023/24 is £1.0m. If actual levels of investments and borrowing, or actual interest rates, differ from that forecast, performance against budget will be correspondingly different. There is also a small budget for short-term borrowing if required of £5,000.

10.0 Other Options Considered

The CIPFA Treasury Management Code does not prescribe any particular treasury management strategy for local authorities to adopt. The Chief Financial Officer, having consulted the Executive Councillor for Strategic Resources believes that the above strategy represents an appropriate balance between risk management and cost

effectiveness. Alternative strategies, with their financial and risk management implications, are listed below.

Alternative	Impact on income and expenditure	Impact on risk management
Invest in a narrower range of counterparties and/or for shorter times	Interest income will be lower	Lower chance of losses from credit related defaults, but any such losses may be greater
Invest in a wider range of counterparties and/or for longer times	Interest income will be higher	Increased risk of losses from credit related defaults, but any such losses may be smaller
Borrow additional sums at long-term fixed interest rates	Debt interest costs will rise; this is unlikely to be offset by higher investment income	Higher investment balance leading to a higher impact in the event of a default; however long-term interest costs may be more certain
Borrow short-term or variable loans instead of long-term fixed rates	Debt interest costs will initially be lower	Increases in debt interest costs will be broadly offset by rising investment income in the medium term, but long-term costs may be less certain
Reduce level of borrowing	Saving on debt interest is likely to exceed lost investment income	Reduced investment balance leading to a lower impact in the event of a default; however long-term interest costs may be less certain

Arlingclose Economic & Interest Rate Forecast November 2022

Underlying assumptions:

- The influence of the mini-budget on rates and yields continues to wane following the more responsible approach shown by the new incumbents of Downing Street.
- Volatility in global markets continues, however, as investors seek the extent to which central banks are willing to tighten policy, as evidence of recessionary conditions builds. Investors have been more willing to price in the downturn in growth, easing financial conditions, to the displeasure of policymakers. This raises the risk that central banks will incur a policy error by tightening too much.
- The UK economy is already experiencing recessionary conditions and recent GDP and PMI data suggests the economy entered a technical recession in Q3 2022. The resilience shown by the economy has been surprising, despite the downturn in business activity and household spending. Lower demand should bear down on business pricing power – recent data suggests the UK has passed peak inflation.
- The lagged effect of the sharp tightening of monetary policy, and the lingering effects of the mini-budget on the housing market, widespread strike action, alongside high inflation, will continue to put pressure on household disposable income and wealth. The short- to medium-term outlook for the UK economy remains bleak.
- Demand for labour appears to be ebbing, but not quickly enough in the official data for most MPC policymakers. The labour market remains the bright spot in the economy and persisting employment strength may support activity, although there is a feeling of borrowed time. The MPC focus is on nominal wage growth, despite the huge real term pay cuts being experienced by the vast majority. Bank Rate will remain relatively high(er) until both inflation and wage growth declines.
- Global bond yields remain volatile as investors price in recessions even as central bankers push back on expectations for rate cuts in 2023. The US labour market remains tight and the Fed wants to see persistently higher policy rates, but the lagged effects of past hikes will depress activity more significantly to test the Fed's resolve.
- While the BoE appears to be somewhat more dovish given the weak outlook for the UK economy, the ECB seems to harbour (worryingly) few doubts about the short term direction of policy. Gilt yields will be broadly supported by both significant new bond supply and global rates expectations due to hawkish central bankers, offsetting the effects of declining inflation and growth.

Forecast:

- The MPC raised Bank Rate by 50bps to 3.5% in December as expected, with signs that some members believe that 3% is restrictive enough. However, a majority of

members think further increases in Bank Rate might be required. Arlingclose continues to expect Bank Rate to peak at 4.25%, with further 25bps rises February, March and May 2023.

- The MPC will cut rates in the medium term to stimulate a stuttering UK economy, but will be reluctant to do so until wage growth eases. We see rate cuts in the first half of 2024.
- Arlingclose expects gilt yields to remain broadly steady over the medium term, although with continued volatility across shorter time periods.
- Gilt yields face pressures to both sides from hawkish US/EZ central bank policy on one hand to the weak global economic outlook on the other. BoE bond sales and high government borrowing will provide further underlying support for yields.

	Current	Mar-23	Jun-23	Sep-23	Dec-23	Mar-24	Jun-24	Sep-24	Dec-24	Mar-25	Jun-25	Sep-25	Dec-25
Official Bank Rate													
Upside risk	0.00	0.50	0.75	1.00	1.00	1.00	1.25	1.50	1.75	1.50	1.25	1.25	1.25
Arlingclose Central Case	3.50	4.00	4.25	4.25	4.25	4.25	4.00	3.75	3.50	3.25	3.25	3.25	3.25
Downside risk	0.00	0.50	0.75	0.75	0.75	0.75	0.75	1.00	1.00	1.00	1.00	1.00	1.00
3-month money market rate													
Upside risk	0.00	0.50	0.75	1.00	1.00	1.00	1.25	1.50	1.75	1.50	1.25	1.25	1.25
Arlingclose Central Case	3.00	4.40	4.40	4.40	4.35	4.30	4.25	4.00	3.75	3.50	3.40	3.40	3.40
Downside risk	0.00	0.50	0.75	0.75	0.75	0.75	0.75	1.00	1.00	1.00	1.00	1.00	1.00
5yr gilt yield													
Upside risk	0.00	0.70	0.80	0.90	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00
Arlingclose Central Case	3.43	3.60	3.80	3.80	3.80	3.70	3.60	3.50	3.40	3.30	3.30	3.30	3.30
Downside risk	0.00	0.80	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00
10yr gilt yield													
Upside risk	0.00	0.70	0.80	0.90	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00
Arlingclose Central Case	3.47	3.50	3.60	3.60	3.60	3.60	3.50	3.50	3.50	3.50	3.50	3.50	3.50
Downside risk	0.00	0.80	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00
20yr gilt yield													
Upside risk	0.00	0.70	0.80	0.90	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00
Arlingclose Central Case	3.86	3.85	3.85	3.85	3.85	3.85	3.85	3.85	3.85	3.85	3.85	3.85	3.85
Downside risk	0.00	0.80	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00
50yr gilt yield													
Upside risk	0.00	0.70	0.80	0.90	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00
Arlingclose Central Case	3.46	3.60	3.60	3.60	3.60	3.60	3.60	3.60	3.60	3.60	3.60	3.60	3.60
Downside risk	0.00	0.80	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00

Local Context for Economic and Credit Environment

Economic Background

The forecast reduction in national economic activity is likely to have an adverse effect on the Council's trading operations (e.g. Commercial Property, Markets, Car Parks, Building Control, Development Control, One Leisure etc) as well as receipts from business rates and council tax.

In addition, restricted economic growth will increase financial strain on households which may result in increased demand for Council services such as benefits, homelessness, and housing services.

Inflationary pressures will start to effect council spending. As a result, there is likely to be pressure on some budgets where costs are rising. There will also be increased pressure in the MTFS to mitigate this pressure through changes in spending and income generation.

Credit Outlook

The Council monitors credit ratings and credit default swaps rates using the treasury management advisor's monthly updates. These are used to make decisions about which institutions to invest with, based on the parameters set within the Treasury Management strategy.

The monthly listing from the treasury management advisors (Arlingclose) shows, the rates and recommended durations for a range of financial institutions. The Council's investments are in most part of short duration therefore (apart from the DMO), therefore any adverse movements in credit ratings would be a signal to remove investments from those institutions.

Some of the counterparty limits set within this strategy have been lowered as a response to the potential (although unlikely) failure of some financial institutions due to possible increases in bad debts.

The Council uses Natwest for its transactional banking but keeps the investment balance held with Natwest to sufficient levels to meet upcoming operational needs.

Interest Rate Forecast

The increase in the Bank of England rate has had a positive impact on all market rates including Money Market Funds and deposit accounts rates. As a result, interest received has increased during the year 2022/23. The downside is that borrowing from the PWLB and other sources is becoming more expensive, therefore any projects involving the requirement to borrow will be subject to extensive modelling to determine the total life cost and benefits.

Investment & Debt Portfolio Position 31st December 2022

	31/12/22 Actual Portfolio £m	31/12/22 Average Rate %
External borrowing:		
Public Works Loan Board	34.4	2.8
Local authorities	0	
Other loans	0.1	
Total external borrowing	34.5	
Other long-term liabilities:		
Finance Leases	0.6	
Total other long-term liabilities	0.6	
Total gross external debt	35.1	
Treasury investments:		
Banks & building societies (unsecured)	1.2	0.80
Government - DMO	38.5	1.99
Money Market Funds	19.3	1.06
Pooled property fund	4.0	3.98
Total treasury investments	63.0	
Net investments	27.9	

Appendix D

Approved Investment counterparties and limits 2022/23 (Previous Year)

These limits have been superseded by those detailed in section 6.5 of this strategy. The changes are in bold.

2022/23 Approved investment counterparties and limits

Sector	2022/23 Time Limit	2023/24 Time Limit	2022/23 Counterparty Limit	2023/24 Counterparty Limit	Sector Limit
UK Government	50 years	50 years	Unlimited	unlimited	n/a
Other government entities	25 years	5 years	£4m	£4m	Unlimited
Local Authorities	25 Years	5 years	£4m	£2m	
Secured investments	25 years	1 year	£4m	£2m	Unlimited
Banks (unsecured)	13 months	6 months	£4m	£2m	Unlimited
Transactional Bank (Natwest)	Overnight	Overnight	£22m	£4m	Unlimited
Building Societies (unsecured)	13 months	6 months	£4m	£1m	£10m
Registered providers (unsecured)	5 Years	1 Year	£4m	£1m	£10m
Money Market Funds	n/a	n/a	£4m	£4m	Unlimited
Strategic pooled funds	n/a	n/a	£5m	£5m	£20m
Real Estate investment trusts	n/a	n/a	£5m	£5m	£15m

Capital Strategy 2023/24

Contents

1.0 Introduction

1.1 Introduction

2.0 Capital Expenditure and Financing

2.1 Capital Expenditure

2.2 Governance

2.3 Asset management

2.4 Asset disposals

3.0 Borrowing, debt and investments

3.1 Treasury Management

3.2 Borrowing strategy

3.3 Liability benchmark

3.4 Affordable borrowing limit

3.5 Treasury Investment strategy

3.6 Risk Management and Governance

4.0 Investments for Service Purposes

4.1 Service Investments

4.2 Governance

5.0 Commercial Activities

5.1 Purpose of commercial activity

5.2 Risk Management

5.3 Governance

6.0 Liabilities and guarantees

6.1 Liabilities

6.2 Risk Management and Governance

7.0 Revenue Budget Implications

7.1 Minimum Revenue Provision

7.2 Sustainability

8.0 Knowledge and Skills

8.1 Qualifications

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

1.0 Introduction

1.1 Introduction

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

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

2.0 Capital Expenditure and Financing

2.1 Capital Expenditure

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

In 2022/23, the Council is planning capital expenditure of £10.7m as summarised below:

Table 1: Prudential Indicator: Estimates of Capital Expenditure

	2021/22 actual £m	2022/23 forecast⁽¹⁾ £m	2023/24 budget £m	2024/25 budget £m	2025/26 budget £m
General Fund	11.1	10.7	29.4	6.2	6.9
TOTAL	11.1	10.7	29.4	6.2	6.9

⁽¹⁾ Q2 forecast is used throughout this report

The main capital projects in 2022/23 include Future High Street Development (£1.3m) Market Town Programme (£0.4m), Disabled Facilities Grants (£1.8m), and Vehicle Fleet Replacement (£0.8m) and CIL grants £2.5m.

2.2 Governance

Service managers bid annually through the "New Ideas" programme to include new projects in the Council's capital programme. Continuation of replacement schemes such as fleet replacement, or IT hardware/software are considered for inclusion by the s151 Officer. Schemes where external funding is available will be considered more favourably.

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

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

Table 2: Capital financing

	2021/22 actual £m	2022/23 forecast £m	2023/24 budget £m	2024/25 budget £m	2025/26 budget £m
External sources	8.6	3.9	19.0	3.7	1.4
Own resources	0.8	3.0	3.9	1.0	2.9
Internal Borrowing/Debt	1.7	3.8	6.5	1.5	2.6
TOTAL	11.1	10.7	29.4	6.2	6.9

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

Table 3: Replacement of prior years' debt finance

	2021/22 actual £m	2022/23 forecast £m	2023/24 budget £m	2024/25 budget £m	2025/26 budget £m
MRP and Capital Receipts	3.4	3.1	3.5	3.4	3.7

The Council's full minimum revenue provision statement is available as part of the MTFS report.

The Council's cumulative outstanding amount of debt finance is measured by the capital financing requirement (CFR). This increases with new debt-financed capital expenditure and reduces with MRP and capital receipts used to replace debt. The CFR is expected to increase by £3.8m during 2023/24. Based on the above figures for expenditure and financing, the Council's estimated CFR is as follows:

Table 4: Prudential Indicator: Estimates of Capital Financing Requirement

	2021/22 actual £m	2022/23 forecast £m	2023/24 budget £m	2024/25 budget £m	2025/26 budget £m
General Fund services	70.4	71.5	75.3	73.6	73.0
TOTAL CFR	70.4	71.5	75.3	73.6	73.0

2.3 Asset management

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

2.4 Asset disposals

When a capital asset is no longer needed, it may be sold so that the proceeds, known as capital receipts, can be spent on new assets or to repay debt. Repayments of capital grants, loans and investments also generate capital receipts. The Council plans to receive £0.4m of capital receipts in the coming financial year and following years as follows:

Table 5: Capital receipts

	2021/22 actual £m	2022/23 forecast £m	2023/24 budget £m	2024/25 budget £m	2025/26. budget £m
Asset sales ⁽¹⁾	0.3	0.4	0.4	0.3	0.3
Loans repaid	0.3	0.1	0.0	0.0	0.0
TOTAL	0.6	0.5	0.4	0.3	0.3

⁽¹⁾ This includes the right to buy clawback figure

3.0 Borrowing, debt and investments

3.1 Treasury Management

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

Due to decisions taken in the past, the Council currently (December 2022) has £34.4m borrowing at an average interest rate of 2.8%, and £58.0m treasury investments (bank, MMFs, DMO, LAs, property fund) at an average rate of 3.05%

3.2 Borrowing strategy

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

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

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

Table 6: Prudential Indicator: Gross Debt and the Capital Financing Requirement

	2021/22 actual £m	2022/23 forecast £m	2023/24 budget £m	2024/25 budget £m	2025/26 budget £m
Debt (including leases)	38.9	34.4	34.3	34.3	34.3
Capital Financing Requirement	71.4	71.5	75.3	73.6	73.0

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

3.3 Liability benchmark

To compare the Council's actual borrowing against an alternative strategy, a liability benchmark has been calculated showing the lowest risk level of borrowing. This assumes that cash and investment balances are kept to £10m at each year-end. This benchmark is currently £(4.6m) and is forecast to rise to £7.8m in 2025/26.

Table 7: Borrowing and the Liability Benchmark in £m

	2021/22 actual £m	2022/23 forecast £m	2023/24 budget £m	2024/25 budget £m	2025/26 budget £m

Outstanding borrowing	38.9	34.4	34.3	34.3	34.3
Liability benchmark	2.4	6.6	15.1	20.1	22.2

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

3.4 Affordable borrowing limit

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

Table 8: Prudential Indicators: Authorised limit and operational boundary for external debt in £m

	2022/23 limit	2023/24 limit
Authorised limit – General	80	80
Authorised limit – Loans	20	20
Authorised limit – CIS	35	35
Authorised limit – total external debt	135	135
Operational boundary – General	70	70
Authorised limit – Loans	15	15
Authorised limit – CIS	30	30
Operational boundary – total external debt	115	115

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

3.5 Treasury Investment strategy

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

The Council's policy on treasury investments is to prioritise security and liquidity over yield, that is to focus on minimising risk rather than maximising returns. Cash that is likely to be spent in the near term is invested securely, for example with the government, other

local authorities or selected high-quality banks, to minimise the risk of loss. Money that could be held for longer terms is generally invested in the DMO. Both near-term and longer-term investments may be held in pooled funds, where an external fund manager makes decisions on which particular investments to buy and the Council may request its money back at short notice.

Table 9: Treasury management investments

	2021/22 actual £m	2022/23 forecast £m	2023/24 budget £m	2024/25 budget £m	2025/26 budget £m
Near-term investments	49.0	50.0	45.0	40.0	30.0
Longer-term investments	4.0	4.0	4.0	4.0	4.0
TOTAL	53.0	54.0	49.0	44.0	34.0

Further details on treasury investments are in the Council’s Treasury Management Strategy 2023/24.

3.6 Risk Management and Governance

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

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

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

4.0 Investments for Service Purposes

4.1 Service Investments

The Council makes investments to assist local public services, including making loans to local organisations. In light of the public service objective, the Council is willing to take

more risk than with treasury investments, however it still plans for such investments to break-even / generate a profit after all costs.

4.2 Governance

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

Further details on service investments are in pages in the Investment Strategy.

5.0 Commercial Activities

5.1 Purpose of commercial activity

With central government financial support for local public services declining, the Council has invested in commercial property mainly for financial gain. Total commercial investments are valued at £69.5m (31/03/2022) with the largest being Tri-link, Wakefield at £14.2m. The total portfolio provides a gross yield (rental income/valuation) of 6.9%.

5.2 Risk Management

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

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

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

5.3 Governance

Decisions on commercial investments are made by the Responsible Financial Officer in line with the criteria and limits approved by Council in the Treasury Management Strategy. Property and most other commercial investments are also capital expenditure and purchases will therefore also be approved as part of the capital programme.

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

Further details on the risk management of commercial investments are in the Investment Strategy

Table 10: Prudential Indicator: Net Income from Commercial and service investments to net revenue stream

	2021/22 actual £m	2022/23 forecast £m	2023/24 budget £m	2024/25 budget £m	2025/26 budget £m
Total net income from service and commercial investments ⁽¹⁾	2.3	3.3	2.8	3.4	3.7
Net revenue stream	19.6	21.5	22.0	24.1	22.5
Proportion of net revenue stream	11.9%	15.5%	12.9%	13.9%	16.5%

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

6.0 Liabilities and guarantees

6.1 Liabilities

In addition to debt of £38.9m as at 31st March 2022 detailed above, the Council is committed to making future payments to cover its pension fund deficit (valued at £69.8m). The Council has also set aside £0.8m to cover risks from NDR Appeals Provision. The Council is also at risk of having to pay for contingent liabilities of £3.4m as at 31st March 2022, including Contaminated Land (£2.7m) and Municipal Mutual Insurance Liquidation (£0.7m). The Council has not put aside any money because the requirement to pay will only materialise if a future event outside the control of the council occurs.

6.2 Risk Management and Governance

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

Further details on liabilities are included in the 2021/22 statement of accounts.

7.0 Revenue Budget Implications

7.1 Minimum Revenue Provision

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

Table 11: Prudential Indicator: Proportion of financing costs to net revenue stream

	2021/22 actual £m	2022/23 forecast £m	2023/24 budget £m	2024/25 budget £m	2025/26 budget £m
Net revenue stream	19.6	21.5	22.0	24.1	22.5
Financing costs (£m)	3.3	3.3	3.2	3.5	3.5
Proportion of net revenue stream	16.8%	15.2%	14.4%	14.7%	15.6%

Further details on the revenue implications of capital expenditure are set out in the 2023/24 revenue budget.

7.2 Sustainability

Due to the very long-term nature of capital expenditure and financing, the revenue budget implications of expenditure incurred in the next few years will extend for up to 35 years into the future. The Responsible Financial Officer is satisfied that the proposed capital programme is prudent, affordable and sustainable, on the basis that;

- Services have been involved in the process to identify future capital requirements.
- MRP has been calculated according to the approved policy.
- A business plan will need to be produced for each significant project before it commences.
- The capital project will be monitored by the Project Programme Board (where appropriate).
- Capital receipt projections are prudent and based on historic experience.
- The costs of borrowing have been built into the budget and MTFS, along with due sensitivity analysis on the current and medium term costs of borrowing, these have been included in the s.25 statement within the 2023/24 Budget (and Medium Term Financial Strategy 2024/25 to 2027/28).

8.0 Knowledge and Skills

8.1 Qualifications

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

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

Appendix A

Risks inherent in the Council's investments in commercial property

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

			Monitor tenant covenant
E	Economic environment risk	General economic condition worsen leading to reduced demand for commercial properties	Diversify the portfolio geographically and by type (retail, commercial, industrial)
F	Regulatory risks	Changes to legislation or accounting regulations effect the operation of the CIS	Maintain awareness of the direction of Government and Treasury policies. Influence policy direction through nation groups, e.g. CIPFA, LGA, s151. Respond to consultations on relevant regulation changes
G	Policy risks	Changes to council priorities lead to lack of corporate support for the CIS	Influence corporate policy through officer forums Maintain relationships with political leadership Market the CIS internally to ensure the strategy is understood Integrate the CIS income streams into the budget
H	Resource risk	Lack of resource in terms of skills and time	Pay market salaries to recruit and retain the people with the right skills and experience Provide training to keep skills up to date Have sufficient budget to buy in professional skills and advice when required Provide member commercial investment training

Investment Strategy 2023/24

Contents

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

1.0 Introduction

The Authority invests its money for three broad purposes:

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

This investment strategy meets the requirements of statutory guidance issued by the government in January 2018, and focuses on the second and third of these categories.

2.0 Treasury Management Investments

The Authority typically receives its income in cash (e.g. from taxes and grants) before it pays for its expenditure in cash (e.g. through payroll and invoices). It also holds reserves for future expenditure and collects local taxes on behalf of other local authorities and central government. These activities, plus the timing of borrowing decisions, lead to a cash surplus which is invested in accordance with guidance from the Chartered Institute of Public Finance and Accountancy. The balance of treasury management investments is expected to fluctuate between £20.0m and £60.0m during the 2023/24 financial year.

2.1 Contribution

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

2.2 Further Details

Full details of the Authority's policies and its plan for 2023/24 for treasury management investments are covered in a separate document, the Treasury Management Strategy.

3.0 Service Investments: Loans

3.1 Contribution

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

Cambridge Regional College (formerly Huntingdonshire Regional College) – A loan was provided to CRC for the redevelopment of their campus. It will ensure students are able to access quality courses and facilities; it will also be financially beneficial to both the Council and College.

Huntingdon Gymnastics Club – A loan was provided to Huntingdon Gymnasium Club to fund building a second gymnasium. At its current capacity they were not able to meet demand. The club considered the expansion of the facility at Huntingdon will serve the community as a whole and consolidate the reputation of Huntingdon Gymnastics Club as a centre of excellence.

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

3.2 Security

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

Table 1: Loans for service purposes in £'000

Borrower	2021/22	Approved Limit
	Net figure in accounts	
Cambridge Regional College	173	Limit not split across categories
Huntingdon Gymnastics Club	6	
Urban and Civic Ltd	1,984	
Somersham Parish Council	5	
Improvement Loans	296	
Employee Loans	10	
Rental Deposits	16	
TOTAL	2,490	

Accounting standards require the Authority to set aside loss allowance for loans, reflecting the likelihood of non-payment. The figures for loans in the Authority's statement of accounts are shown net of this loss allowance. However, the Authority makes every reasonable effort to collect the full sum loaned and has appropriate credit control arrangements in place to recover overdue repayments.

3.3 Risk assessment

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

1. A robust acquisition due diligence process and subsequent approvals
2. Liability management (reviews of debt levels and terms)
3. Borrower (financial exposures, potential defaults, changing business plans, credit rating)
4. Delivery partners (suitability, performance levels and financial stability)
5. Market factors (with periodic advice from appropriate professionals)
6. State Aid considerations
7. Professional advisors

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

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

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

4.0 Service Investments: Shares

4.1 Contribution

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

4.2 Security

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

Table 2: Shares held for service purposes in £'000

Category of company	31.12.2022 actual			2023/24
	Amounts invested	Gains or losses	Value in accounts	Approved Limit
Subsidiaries	0	0	0	1,000
TOTAL	0	0	0	1,000

4.3 Risk assessment

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

4.4 Liquidity

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

4.5 Non-specified Investments

Shares are the only investment type that the Authority has identified that meets the definition of a non-specified investment in the government guidance. The limits above on share investments are therefore also the Authority's upper limits on non-specified investments. The Authority has not adopted any procedures for determining further categories of non-specified investment since none are likely to meet the definition.

5.0 Commercial Investments: Property

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

5.1 Contribution

The Council faces considerable financial challenges over the medium term. To achieve financial sustainability, the Commercial Investment Strategy was approved. The Council invests in local and regional UK commercial property with the intention of income generation which will help fund public services. Over the last 5 years the Council has bought properties in Huntingdon, Wilbury, Sudbury, Fareham, St Neots and Wakefield.

Table 3: Property held for investment purposes in £'000

Property	Actual	31.3.2022 actual	
	Opening Value	Gains or (losses)	Value in accounts*
Existing Portfolio	33,893	(290)	33,603
2 Stonehill	2,150	0	2,150
80 Wilbury Way	1,775	0	1,775
Shawlands Retail Park	5,543	(20)	5,523
1400 & 1500 Parkway	4,200	(50)	4,150
Rowley Arts Centre, St Neots	4,008	(705)	3,303
Little End Road, St Neots	3,400	(110)	3,290
Tri-link, Wakefield	14,248	(48)	14,200
Alms Close	1,503	19	1,522
TOTAL	70,722	(1,206)	69,516

This is the latest data the properties will be valued again as at 31/03/2023

5.2 Security

In accordance with government guidance, the Authority considers a property investment to be secure if its accounting valuation is at or higher than its purchase price.

A fair value assessment of the Authority's investment property portfolio has been made within the past twelve months, and the underlying assets provide security for capital investment.

5.3 Risk assessment

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

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

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

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

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

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

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

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

5.4 Liquidity

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

6.0 Loan Commitments and Financial Guarantees

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

7.0 Proportionality

The Authority is dependent on profit generating investment activity to achieve a balanced revenue budget. Table 4 below shows the extent to which the expenditure planned to meet the service delivery objectives and/or place making role of the Authority is dependent on achieving the expected net profit from investments over the lifecycle of the Medium Term Financial Strategy. Should it fail to achieve the expected net profit, the Authority's contingency plans for continuing to provide these services, are to use reserves where necessary to offset any negative variances in the final outturn. Unallocated general fund balances and budget surplus reserve can be used in case of a downturn in investment income to meet any detrimental effect.

Table 4: Proportionality of Investments in £'000

	2021/22 Actual	2022/23 Forecast	2023/24 Budget	2024/25 Budget	2025/26 Budget
Gross service expenditure	87,203	64,256	79,968	75,040	73,078
Net Investment income	2,326	3,327	2,837	3,362	3,719
Proportion	2.7%	5.2%	3.6%	4.5%	5.1%

8.0 Borrowing in Advance of Need

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

The Authority has previously chosen not to follow this guidance and has previously borrowed to invest in commercial property, however the authority now expects not to invest in property in future, purely for yield.

9.0 Capacity, Skills and Culture

9.1 Elected members and statutory officers

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

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

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

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

9.2 Commercial Deals

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

9.3 Corporate governance

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

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

10.0 Investment Indicators

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

10.1 Total risk exposure

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

Table 5: Total investment exposure in £'000

Total investment exposure	31.03.2022 Actual	31.03.2023 Forecast	31.03.2024 Forecast
Treasury management investments	49,049	50,000	50,000
Service investments: Loans ⁽¹⁾	7,337	2,523	2,343
Service investments: Shares	0	0	100
Commercial investments: Property	69,516	69,500	69,500
TOTAL INVESTMENTS	125,902	122,023	121,943
Commitments to lend	0	0	0
Guarantees issued on loans	0	0	0
TOTAL EXPOSURE	125,902	122,023	121,943

⁽¹⁾The Places for People Loan was paid back in September 2022

10.2 How investments are funded

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

Table 6: Investments funded by borrowing in £'000

Investments funded by borrowing	31.03.2022 Actual	31.03.2023 Forecast	31.03.2024 Forecast
Treasury management investments	0	0	0
Service investments: Loans	4,629	83	0
Service investments: Shares	0	0	0
Commercial investments: Property	24,255	24,255	24,255
TOTAL FUNDED BY BORROWING	28,884	24,338	24,255

10.3 Rate of return received

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

Table 7: Investment yield (net of all costs where appropriate)

Investments Yield	2021/22 Actual	2022/23 Forecast	2023/24 Forecast
Treasury management investments	0.39%	2.42%	3.5%
Property Fund	3.62%	3.98%	3.50%
Service investments: Loans	2.54%	4.09%	3.90%
Service investments: Shares	n/a	n/a	n/a
Commercial investments: Property	6.90%	4.21%	3.73%
ALL INVESTMENTS (Simple average)	3.36%	3.68%	3.66%

Table 8: Other investment indicators (CIS)

Indicator	2021/22 Actual	2022/23 Forecast	2023/24 Forecast
<i>Interest Cover Ratio</i>	2.5	2.6	2.5
<i>Loan to Value Ratio</i>	141.8%	141.8%	141.8%
<i>Gross Rent Multiplier</i>	15.5	14.2	15.9

MINIMUM REVENUE PROVISION STATEMENT 2023/24

1.0 Introduction

- 1.1 Where the Authority 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. The Local Government Act 2003 requires the Authority to have regard to the former Ministry of Housing, Communities and Local Government's Guidance on Minimum Revenue Provision (the MHCLG Guidance) most recently issued in 2018.
- 1.2 The broad aim of the MHCLG Guidance is to ensure that capital expenditure is financed over a period that is either reasonably commensurate with that over which the capital expenditure provides benefits, 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 MHCLG 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 MRP Policy - General

- 2.1 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 PWLB 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. Where former operating leases have been brought onto the balance sheet on 1st April 2022 due to the adoption of the IFRS 16 Leases accounting standard, and the asset values have been adjusted for accruals, prepayments, premiums and/or discounts, then the annual MRP charges will be adjusted so that the total charge to revenue remains unaffected by the new standard.

3.0 MRP Policy - Loans to Organisations

3.1 The aim of the policy is to facilitate the provision of finance (for asset creation purposes) 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 policy is:

For capital expenditure loans to third parties that are repaid in annual or more frequent instalments of principal, the Council will make nil MRP, but will instead apply the capital receipts arising from principal repayments to reduce the capital financing requirement instead. In years where there is no principal repayment, MRP will be charged in accordance with the MRP policy for the assets funded by the loan, including where appropriate, delaying MRP until the year after the assets become operational. While this is not one of the options in the MHCLG Guidance, it is thought to be a prudent approach since it ensures that the capital expenditure incurred on the loan is fully funded over the life of the assets.

Capital expenditure incurred during 2023/24 will not be subject to a MRP charge until 2024/25.

Flexible Use of Capital Receipts Strategy

1.0 Introduction

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

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

2.0 The Guidance

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

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

The guidance sets out examples of qualifying expenditure which includes;

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

In August 2022 the DLUHC issued a letter to local authorities to amend the guidance. The letter issued makes it clear that capital receipts can only be used flexibly, where the council does not retain any control over the asset that has been sold. This prevents a local authority from selling an asset to, for instance, a subsidiary company or joint arrangement, and subsequently use the capital receipt flexibly but also retain some control over the asset.

3.0 The Council's Proposals

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

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

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Public
Key Decision - Yes

HUNTINGDONSHIRE DISTRICT COUNCIL

Title:	Climate Strategy
Meeting/Date:	Overview & Scrutiny - 5 th January 2023 Cabinet - 24 th January 2023 Council – 22 nd February 2023
Executive Portfolio:	Executive Councillor Climate & Environment – Councillor Lara Davenport-Ray
Report by:	Assistant Director Strategic Insight & Delivery – Neil Sloper
Ward(s) affected:	ALL

Executive Summary:

This report presents the formal recognition of a Climate Crisis and Ecological Emergency in Huntingdonshire and the adoption of a Climate Strategy that sets out the priorities to achieve the commitment of a net zero carbon Council by 2040.

Tackling climate change and caring for the environment is a key strategic objective of the Council which is committed to **proactively tackling the climate crisis and ecological emergency**. The Council agreed a Cost of Living and Climate Change motion on 12 October 2022, recognising that the current cost of living and climate crises require joint attention to support the wellbeing of residents and businesses.

Informed by the evidence and consultation presented, the strategy identifies the priority actions for the Council to **be a positive example** through its own actions by reducing the consumption of energy and fossil fuels, replacing what we use with alternatives that reduce carbon emissions:

- Make improvements to Council buildings to improve their energy efficiency and by 2040 stop using gas for heating.
- Look for opportunities to install renewable energy generation and consider renewable energy supply and resilience.
- Establish a plan that reduces Council vehicle emissions to zero by 2040.

The Council will **be a positive example** responding to the ecological emergency by delivering increased biodiversity across its own and managed land:

- Management of amenity grass for the benefit of nature and carbon capture
- Developing and implementing plans across parks and open spaces (in addition to Countryside Sites), with our communities, to increase the tree canopy and biodiversity. This will include supporting others to do the same.

The Council will be **an enabler**, supporting action within our communities and across our partners to deliver climate action across Huntingdonshire by:

- Supporting development of sustainable communities through our Local Plan review to provide lower carbon places for people to live and work
- Supporting schemes that help communities and businesses reduce their emissions and use renewable energy
- Seeking funding and working with partners to enhance the infrastructure for sustainable and low carbon travel
- Improving information, knowledge and advice to achieve >60% diversion of waste from landfill and improve the quality of the recycling material

The Council will also act as **an encourager**, promoting actions amongst communities and businesses that will reduce carbon emissions across Huntingdonshire:

- Use Sustainable Business Awards to recognise and promote great practice.
- Sharing guidance and advice to residents and businesses to improve energy efficiency, insulation, switch to low carbon heating and renewables
- Promote the health benefits of active travel and alternative travel choices for the environment and climate
- Support and celebrate re-use and recycling schemes

The Strategy sets out the way in which the Council will monitor and regularly review actions, recognising that new technology and approaches will develop through the lifetime of the strategy. Establishing an annual Climate Conversation will:

- ensure our partners, businesses and communities to share and learn best practice
- allow the Council to show what it has achieved, the progress towards the Council's net carbon zero target
- check our priorities and actions, ensuring they reflect changes in technology, the environment and amongst our communities.

The outcomes will be reported with an update of the Climate Action Plan.

Recommendations:

Council is

RECOMMENDED

To approve:

- A) The formal recognition of a Climate Crisis and Ecological Emergency
- B) The adoption of the Council's Climate Strategy in response to the Climate Emergency
- C) The adoption of the initial Climate Action Plan proposed, endorsing its annual refresh in association with our communities, businesses and partners through the Climate Conversation.
- D) Annual reporting of progress to Overview and Scrutiny and more frequent collaboration with the Overview and Scrutiny Climate Working Group.

PURPOSE OF THE REPORT

- 1.1 Formal recognition of a Climate Crisis and Ecological Emergency and the Council's response.
- 1.2 To present the evidence and consultation that has informed the Council's Climate Strategy.
- 1.3 To present the Climate Strategy for adoption so that the Council is:
 - a **positive example** through its actions to be a net carbon zero Council by 2040.
 - an **enabler** supporting action within our communities and across our partners
 - an **encourager** to those that live, work and visit Huntingdonshire to take climate action and reduce carbon emissions.

BACKGROUND

- 2.1 The Council has considered the importance of the environment in its past activities:
 - The **Huntingdonshire Local Plan 2036** (HLP2036) - sets out 8 key policies which better shape our future environment for the benefit of nature and the reduction of carbon emissions.
 - Waste minimisation strategy and action plan in 2020 – targeting over 60% recycling rates
 - Tree strategy and action plan 2020 - managing 9000 individual trees, tree groups, shelterbelts, and woodland – a 400Ha tree canopy
 - Enhancing nature and environment introducing pictorial meadows and site management plans in award winning parks - 1,534 hectares of green space, 42.8 hectares of woodlands.
 - Reducing CO2 from energy consumption in buildings – 790 tonnes of CO2
 - Proactively managing fuel efficiency – saving 17,000 litres of fuel and 44 tonnes of CO2
 - Enhancing our electric vehicle charging offer within car parks to 13 chargers that enabled 100,000 miles of emission-free travel.
- 2.2 The Council adopted a set of environmental principles in October 2021 that established the Council's net zero carbon target of 2040 for its own operations and:
 - To encourage carbon emission reduction across the district
 - To protect, enhance and restore existing nature areas (green space) and create new ones (where it is viable to do so).
 - To pursue the ambitions of 'A green Future: Our 25 year Plan to Improve the Environment' and that new development should be designed with a view to minimising and mitigating the effects of Climate Change.
 - Ensuring existing and new communities see real benefits in their well-being from living in Huntingdonshire.
 - Using natural resources wisely.

- 2.3 The Council's Joint Administration set out its objectives in May 2022 to work towards a greener and fairer Huntingdonshire. This set out 5 key objectives of focus including **tackling climate change and caring for the environment**, recognising the need to declare a Climate Emergency and set out a clearly prioritised Climate Strategy.
- 2.4 The Council passed a Cost of Living and Climate Change motion on Wednesday 12 October 2022. This recognised the importance and positive impact of action for the benefit of climate and the environment in tackling the rising costs of living by reducing consumption of natural resources, shifting to renewables and reducing carbon emissions.

3. CLIMATE STRATEGY

3.1 Policy Context

The UK Government amended the Climate Change Act 2018 in 2019 by introducing a target of at least a 100% reduction in the net UK carbon account (i.e., reduction of greenhouse gas emissions, compared to 1990 levels) by 2050. This is otherwise known as the national 'net zero' target.

The Government's 25 year Plan to Improve the Environment – A Green Future published in 2018 sets out long term targets and approach to protecting and enhancing natural landscapes and habitats in England for the generation – its goals are:

- cleaner air and water
- plants and animals which are thriving
- a cleaner, greener country for us all.

The Environment Bill completed its passage through Parliament in November 2021 where it was confirmed that requirements would be set for biodiversity net gain for new nationally significant infrastructure projects in England.

The National Planning Policy Framework (NPPF - 2021) included a number of amendments and updates relating to climate change mitigation for new development including reference to UK signing up to “17 Global Goals for Sustainable Development in the period to 2030. These address social progress, economic well-being and environmental protection.”

3.2 Huntingdon Futures

Huntingdonshire Futures is a new Place Strategy that is a shared vision for the future of Huntingdonshire for the next 30 years - considering its unique features, location, planned future growth, infrastructure requirements and technological advancements.

At the heart of Huntingdonshire Futures is understanding what is most important to residents, communities and stakeholders within our key towns and rural areas across Huntingdonshire. The specific insight

relating to the Environment (Appendix 3), one of the four themes, has been used to inform the Climate Strategy and Climate Action Plan to ensure it delivers on the Environmental vision for Huntingdonshire. These have been combined with the results of specific consultation regarding our Climate Strategy derived from Huntingdonshire's Climate Conversation.

3.3 Climate Conversation

A Climate Conversation consisting of a series of engagements with residents and communities between February 2022 and October 2022 was undertaken to establish the priorities of the Climate Strategy:

Resident Survey	Establishing Climate Priorities	February to March 2022
Parish Forum	Test and Refine Climate Themes	July 2022
Councillor Workshops	Test and Refine Climate Themes	August 2022
Student Research	Engagement with younger adults	September 2022
Stakeholder Engagement	Confirmation of final themes/priorities	September to October 2022

The Climate Conversation indicated a strong support from respondents for the Council acting on climate change. Respondents thought it is most important that the Council support them to reduce their emissions, but there is also strong support for the Council prioritising reduction of its own Green House Gas (GHG) emissions. The Conversation identified six key themes (Section 4.6) for the Climate Strategy and Action Plan.

3.5 Additional Research

The Council has commissioned two sets of research through Cambridgeshire County Council's academic partnership with Cambridge University, to support the development of the strategy (Appendix 4).

Climate Change Challenge Consultation – September 2022

To understand how young people in the district can be encouraged to take climate-positive actions and be part of a wider ambition for the district to be carbon neutral. Work has been undertaken, to understand how young people can be engaged with climate issues at a District wide level.

Climate Change Challenge Consultation – November 2022

Using their researching and scoping skills to help us to discover what may be the best practices to help with the implementation of the climate strategy and tackling carbon emissions as a community.

This work is an initial phase to develop a toolkit of actions to test with our communities to enable and encourage them to contribute to achieving a net carbon zero Huntingdonshire by 2040. The second phase will begin early in 2023.

4.0 CLIMATE STRATEGY

4.1 Vision and Objectives

The objective of a net carbon zero Council by 2040 was adopted by the Council in October 2021. The Council's Vision and objectives to achieve this was set out within the Joint Administration's Agreement.

Climate Vision:

We will be a Council that proactively tackles the climate crisis and ecological emergency. Working closely with partners, we will become a carbon net zero Council by 2040. Through leading by example, we will encourage and enable people across our district to take action.

Climate Objectives:

We will achieve our vision to respond to the climate crisis and ecological emergency by:

- Achieving net zero carbon for the Council's own operations by 2040
- Designing Council policies that enable reduction of emissions and provide positive examples for businesses and residents
- Demonstrating that we consider environmental impact in all policymaking and our stewardship of council assets and resources
- Influencing our updated Local Plan to reflect the priorities outlined in our Climate Strategy
- Maximising the opportunities to work with others collaboratively to address environmental issues

The Climate Strategy (Appendix 1) and Climate Strategy on a Page (Appendix 2) articulate the approach and priorities that the Council will adopt to deliver its vision and objectives. These will be delivered through a Climate Action Plan (Appendix 5).

4.2 A Net Carbon Zero Council

The Council will **be a positive example** through its approach to making decisions with due regard to environmental impact and how it continues to improve its operations to achieve the net carbon zero target.

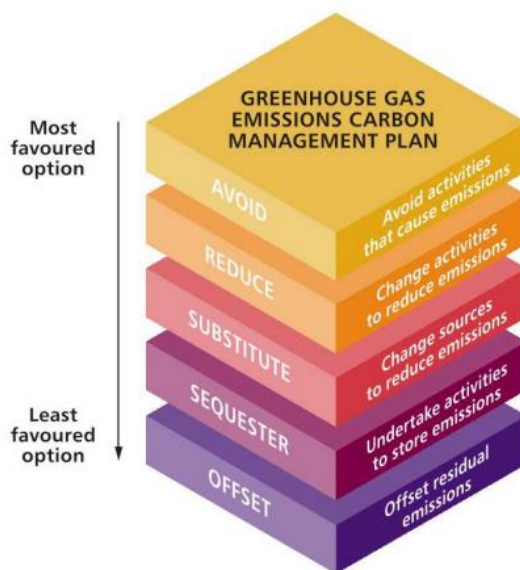
The Council has worked with Local Partnerships, a joint venture between HM Treasury, the Local Government Association and Welsh Government. Local Partnerships developed a tool to calculate local authority carbon emissions, and this has been used to identify the key sources of carbon emission, set out the pathway we need to follow to achieve our net zero carbon target and establish a mechanism to continue to monitor our emissions.

Council owned vehicles generate the largest proportion of CO2 emissions (36.7%), then heating (34.8%) and then electricity (25%).

The carbon emissions of the Council set clear strategic priorities:

- **Fuel**, the amount used in our operations to deliver Council Services given the rural nature of our district.
- **Energy**, the amount of electricity and use of gas to deliver our services, particularly buildings including Leisure Centres.
- **Procurement**, to achieve net carbon zero for any services we buy.

The Council's Strategy will follow a hierarchy of action as set out below:



The Council will follow a hierarchy of action, prioritising reduction in emissions through changing activity and demand for energy and fossil fuels, then replacing fossil fuels. Recognising the importance of carbon sequestration and the high value placed on our natural and biodiverse environment, the Council will increase the natural capture of carbon through changed land management regimes and tree canopy enlargement. The Council will only consider carbon offset as a very last resort as this does not address the need to reduce and adapt consumption that the Climate Crisis and Ecological Emergency require.

Additional actions are underway across all services and are reflected in the full action plan (Appendix 5), where every service has a recognised action that supports our net carbon zero target. This responds to the view of our communities that there is also strong support for the Council prioritising reduction of its Green House Gas (GHG) emissions.

4.3 Pathway to Net Zero Carbon for Huntingdonshire District Council

A pathway to achieve a net carbon zero Council has been set out. This considers the changes in technology and the supply of renewable energy.

Whilst the Council would like to move its fleet to renewable fuel, the technology, practicalities of service provision in Huntingdonshire and costs of this mean that this must be planned as the market and technology

develops. For example: an electric refuse freighter would be unable to perform the service that a fossil fuelled vehicle does in rural Huntingdonshire today. Actions have therefore concentrated on fuel efficiency, lower carbon impact fuels and starting to develop a plan for phasing to non-fossil fuel.

The Pathway to Carbon Net Zero by 2040 (Appendix 1) shows the anticipated timing and impact of the changes we plan to make. Progress will be tracked annually and adjusted to take account of the cost and availability of technology. If opportunities arise to achieve this sooner, within the financial considerations of operating the Council's services, they will be taken.

FUEL Work is underway to identify the steps and business case for de-carbonising the Council's fleet which will set out the options and current business case for investment in alternative fuels and reducing 'tailpipe emissions'.

ENERGY The Council has recently concluded a de-carbonisation programme of our main office and sports centres. The latest work will reduce carbon emissions by a further 440 tonnes of CO₂ every year. The options to extend the use of renewable electricity are now being developed with plans for the elimination of gas for heating to follow.

PROCUREMENT Sustainability in procurement is already identified as a key action for the Council. This will be developed further to ensure the carbon impact of contracted services is fully reflected in any purchasing decisions.

4.4 Huntingdonshire – An Ambition for District-Wide Climate Action

Whilst the Council's own emissions are a very small – less than 2% of the Carbon Emissions for Huntingdonshire as a place, the Council has a key role as an **enabler** to support action within our communities and across our partners and an **encourager** to ensure the efforts of those that live, work and visit our district help reduce Huntingdonshire's carbon emissions.

The strategic priorities for **enabling** and **encouraging** positive action are:

- **REVIEW AND RENEW THE LOCAL PLAN** - supporting the response to the climate crisis and ecological emergency
- **MORE BIODIVERSITY** – implementing environmentally positive land management to increase the natural capture of carbon through changed land management regimes and tree canopy enlargement that also increases biodiversity in response to the ecological emergency.
- **SUSTAINABLE TRANSPORT** - work with partners to identify and encourage solutions that reduce 'tailpipe' emissions.

These are evidenced by the sources of carbon emissions for Huntingdonshire (Appendix 1) as calculated by the department for Business, Energy & Industrial Strategy (BEIS). Transport represents the

most significant source of controllable emissions (34%), followed by Land Use Changes (21%) and Domestic Energy (13%).

Our consultation identified community priorities of:

- Supporting residents with advice about insulation
- Tree planting/restoring nature
- Advice about recycling/waste reduction
- Encouraging sustainable development through planning

4.5 Climate Adaptation

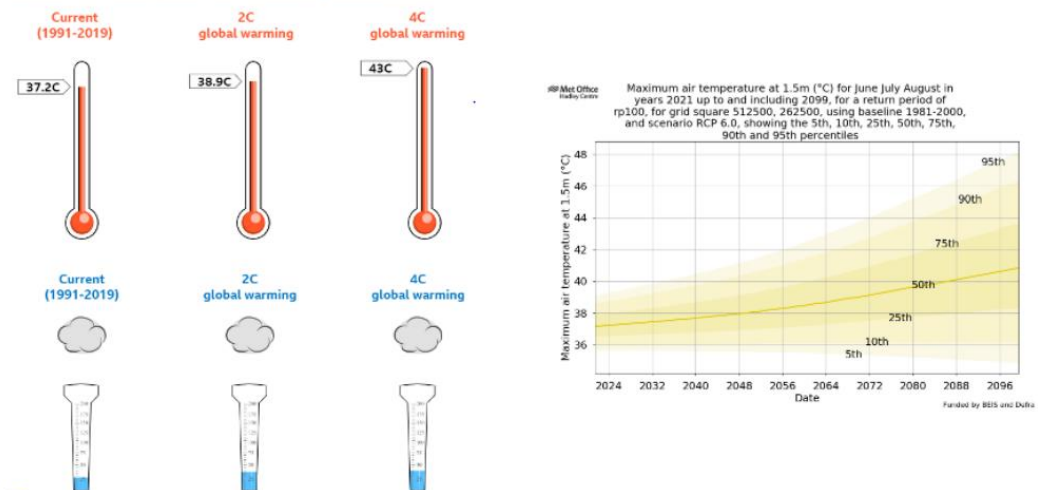
The Council will set a positive example by reducing its carbon emissions whilst **enabling** positive actions and **encouraging** positive choices to support climate action across Huntingdonshire.

There are however, approximately 60 identified risks for the UK (Independent Assessment of Climate Risk CCRA3) which local authorities in their role as place shapers and providers of key services and infrastructure have a role in, that result from the changing climate. For example, the response to extreme weather events and how they affect our service delivery.

The Met Office has identified the regional impacts of the global rise in temperatures – warmer wetter winters, hotter drier summers. The predicted impact that Huntingdonshire’s hottest Summer day could be 38.9°C has already been reached when residents experienced a temperature of 39°C in July 2022.

What will the climate be like in Huntingdonshire in the future?

UKCP18 outputs for Huntingdonshire



The Council has developed a climate adaptation risk register (Appendix 6) with mitigating actions to ensure continued adaptation to the changing climate. This will be included within the Council’s service planning process and refreshed in line with our action plan.

4.6 Climate Themes

Combining the main sources of carbon emission for the Council, our district and the priorities identified by our communities led to the identification of six themes within the Council's Climate Strategy (Appendix 1)

- Created Environment

78% of respondents said the Council should change the rules so new developments meet sustainability standards

The buildings and infrastructure around us shape how we live, our health and our wellbeing. They are also a significant source of emissions. For the Council, 60% of our emissions come from heating and using electricity in our buildings.

- Energy Consumption & Renewables

73% of respondents said the Council should develop renewable energy

Energy is one of the most significant contributors to our emissions. Factors outside of our control, such as recent energy prices rises and the war in Ukraine, highlight the need for us to increase the resilience of our local energy supply, and reduce our consumption.

- Natural Environment

83% of respondents said the Council should restore nature and plant trees

Nature benefits health, as well as being a haven of biodiversity, and important natural processes. Huntingdonshire has a wealth of green spaces and natural assets, rich in biodiversity providing a home for many native species and a link to the natural environment for our residents.

- Travel & Transport

Respondents felt unable to take some of the actions, most commonly reducing their travel by car. 46% of respondents said that the Council should switch to electric vehicles.

We need to consider how we travel and how the food we eat and the products we buy reach us. We will work with our partners, the highway and transport authorities to support more environmentally sustainable choices through the infrastructure they provide.

- Waste, Recycling & Resource Management

80% of respondents said the Council should improve recycling rates.

We generate waste as a by-product of almost all activities. Resource management describes how we can work together to consume less, reduce waste and recycle the valuable resources we have more. Huntingdonshire residents already recycle more than 50% of their waste, but the recycling rate has plateaued.

- Community

The activity identified by respondents as most important for HDC was to support them to reduce their emissions. The action which respondents most want to receive advice is about recycling / waste reduction and home insulation.

The many communities of Huntingdonshire have a significant role in responding to climate change. The Council must work with our communities to build resilience to future extreme weather events, support community initiatives to benefit the climate and ecology whilst enabling more positive impact to achieve net carbon zero

The key actions of the Climate Strategy have been listed under these themes. The role of the Council is also identified (**to be a positive example** by its own actions, an **enabler** to support action within our communities and across our partners and an **encourager** to make the case for positive change).

5.0 COMMENTS OF OVERVIEW & SCRUTINY

5.1 The Panel discussed the Climate Strategy at its meeting on 5th January 2023. Members of the Overview and Scrutiny (Performance and Growth) Panel were also invited to attend the meeting and to address the meeting on this Strategy given its anticipated impact across the Council.

5.2 Councillor Shaw enquired how the Climate Co-ordinator role would be funded and the Panel heard that this was a planned expense for a fixed term role with bidding for a permanent role anticipated and would therefore not draw on the reserves mentioned within the report. Following a further question by Councillor Gleadow, the Panel heard that the role would include monitoring and reporting responsibilities but that any financial decisions would still be made in line with usual Council procedures. The role is seen as a vital part of the Council's journey to net zero carbon, co-ordinating work across service areas as required.

5.3 Following a question from Councillor Shaw, the Panel heard that the Climate Strategy had a dual role in both allowing the Council to implement specific changes and also influence others. The Panel also heard that, once approved, the priorities of the Climate Strategy would be incorporated into all Council activities to ensure that any impact on the climate is considered, the development of a new Local Plan for Huntingdonshire was given as an example of where the Council's voice could be used to influence decisions and the impact of others.

5.4 In response to a question from Councillor Wells, the Panel heard that the

Council had joined a fixed term energy tariff in Autumn 2022 which used 50% renewable energy, it was felt that this was the right decision at the time. The Panel further heard that the creation of an Energy Strategy would enable the Council to continue to make appropriate decisions about energy use and procurement in line with its priorities.

- 5.5 Councillor Cawley enquired whether there was any plan to offset carbon emissions prior to 2040 and the Panel were directed to the Hierarchy of Action diagram on page 9 of Appendix 1. It was advised that as 2040 approaches the Council may need to consider offset options once all other options had been exhausted.
- 5.6 Councillor Alban enquired why carbon offset was being seen as a last resort rather than looked at immediately for a quick win. The Panel were advised that the Council's most important role was to set an example to the wider community and that only by wisely using funds to address the source of the issue can a long term sustainable outcome could be achieved.
- 5.7 Councillor Cawley further observed that the planned £100,000 reserve was not a large sum of money considering the aspirations of the Strategy and enquired if there were plans to review the amount. The Panel were advised that in line with the Council's usual financial processes, reserves were able to be carried forward and the Medium Term Financial Strategy would also provide an annual opportunity for review. It was further stressed that the reserve funds were to enable opportunities rather than implement them.
- 5.8 Following praise for the joint responsibility and ownership being taken by Officers and Executive Councillors, Councillor Cawley enquired whether or not there was a Plan B. The Panel were advised that a pathway of change was being established. The opportunities for how money is spent would inevitably change alongside the solutions available, but business cases would continue to be reviewed annually in order to help maximise opportunities. The Panel were further appraised that regular progress monitoring would ensure that the right technology be employed at the right price.
- 5.9 Both Councillors Hunt and Alban enquired where the quoted residential statistics in Appendix 1 came from. The Panel were advised that the figures were taken from the responses received to a survey of residents and businesses conducted in February 2021 and that the Strategy would be updated to reflect this. It was noted that whilst the response in 2021 had been reasonable, further support from Councillors for future surveys would be appreciated to drive engagement.
- 5.10 In response to an enquiry from Councillor McAdam, the Panel were advised that whilst there had already been an encouraging amount of engagement from Town and Parish Councils, this would continue to be developed to ensure best practice be shared as well as including stakeholders within the annual Climate Conversation. The Panel were further advised that the Council had worked alongside CAPALC to engage

with local Town and Parish Councils to ensure involvement from the outset.

- 5.11 Following a question from Councillor Alban on fleet management and replacement, the Panel were advised that the Operations team had strong skills in maintaining the current fleet through good maintenance and recycling parts from decommissioned vehicles into the current fleet.
- 5.12 In response to a further question from Councillor Kerr on the potential move to electrical vehicles in the future, the Panel heard that research is underway to monitor electrical fleet within neighbouring districts and thereby establish best practice for the Council. In addition, it was observed that reducing the amount of waste to be collected across the district would reduce the fuel and potentially fleet required to collect waste. It was clarified, following a question from Councillor Criswell, that no reduction of fleet or collections is planned or would be implemented until there was sufficient reduction in the volume of waste to be collected.
- 5.13 The Panel heard, following a question from Councillor Criswell, that circular recycling is already in use by the Council and that residents benefit from sustainable solutions. The Council developed that relationship as part of the Cambridgeshire and Peterborough Waste Partnership of collection and disposal authorities (RECAP). The Panel were further advised that the Council would be asking the disposal authorities in RECAP to plan for future waste generated by new technologies such as lithium batteries from electrical vehicles.
- 5.14 Councillor Gleadow highlighted the three Council Key Priorities outlined in Appendix 1 and asked what Priority 3 Procure Wisely would look like. The Panel were advised that an action in the climate action plan is to update the Council's Procurement Rules so that consideration could be given to environmental impact alongside other priorities during the procurement process. The Panel were assured that this adjustment to the Procurement Process was already being developed to allow for implementation as swiftly as possible.
- 5.15 Councillor Alban further queried whether ethical considerations were also considered as part of the procurement process and the Panel were advised that the procurement process allowed Officers to make an informed decision. Where technical questions were unanswered, technical advice could be sought to ensure that the right advice was given at the right time.
- 5.16 Following a question from Councillor Lowe on the inclusion of solar panels in new developments, the Panel heard that the development of a new Local Plan was imminent, and that best practice from other authorities would be considered for inclusion within the new Local Plan.
- 5.17 Councillor Criswell requested that regular monitoring of progress and reporting be brought to the Panel. It was noted that carbon calculations could only be done annually. The Panel were assured that the team would continue to engage with the Climate Working Group and that all further

Strategies would be brought through the Democratic Process once ready. It was further noted that regular feedback would also be given on the Action Plan following its implementation.

- 5.18 Following an enquiry from Councillor Gardener, the Panel were advised that climate and environmental goals would be considered in all Council reports going forward. The way this is presented will continue to evolve to enable Councillors to make informed decisions.
- 5.19 Councillor Bywater highlighted the importance of education and enquired regarding planned engagement with the younger generation, as well as engagement with local businesses. The Panel were advised that a Communications Plan was being developed to ensure engagement with communities. In particular, it was noted that the Economic Development team were working with local businesses on how to be greener and providing details of available grants and funding.
- 5.20 Councillor Hunt echoed the need to engage with the younger generation and the Panel were advised that although links were already established with Anglia Ruskin University, the Climate Co-ordinator role would also assist in maximising communication with this demographic, with Youth Councils specifically being targeted for engagement.
- 5.21 It was observed by Councillor Alban that tree planting which had been implemented along the A14 had failed in places, the Panel were assured that the Executive Councillor would pass this along to the relevant agencies to action replanting to assist in carbon absorption.
- 5.22 Councillor Alban observed that following comments from the Panel, it would be good to establish yardsticks against which progress and timescales could be measured and requested that the Panel have sight of this to aid future scrutiny and structure. Whilst the Panel were advised that some yardsticks were already included within the report, Councillor Alban observed that this would not be an exhaustive list, he therefore proposed that an additional recommendation be added to encompass this.
- 5.23 In response to a question from Councillor Gardener about information and funding for Parish Councils looking to install Electric Vehicle charging points, the Panel were advised that the team were happy to share any knowledge on the subject and it was further advised that an Electric Vehicle Charging Strategy was in development which would further educate and support on the subject. It was also observed that the annual Climate Conversation needed to include updated funding opportunities as it was recognised that these opportunities could be sporadic.
- 5.24 The report was highly praised by the Panel who thanked Officers and Local Partnerships for their diligence and hard work in the production of the Strategy.
- 5.25 The Panel request that the Cabinet consider adding the following recommendation to their report;
- d) to establish a set of measures against which progress and timescales

can be monitored through regular reporting to Overview and Scrutiny.

- 5.26 With the addition of this recommendation, the Panel were happy to encourage Cabinet to endorse the remaining recommendations within the report.

6.0 RISKS

- 6.1 The Climate Strategy includes the creation of a Climate Adaptation Risk Register using the Local Government Association's Climate Adaptation Tool Kit (Appendix 6) which will set out the key risks and mitigations to the Council's services and district associated with climate change. This register will be produced and then reviewed alongside the Climate Action Plan.

- 6.2 The most significant risks are associated with the changing climate requiring adaptation to warmer and wetter conditions – the impact on nature, our businesses and communities.

- 6.2 The Council's specific project – Biodiversity for All – responds to the significant impact on nature of the changing climate by calculating biodiversity and then working through options to enhance it through changes which are supported by our communities. The project includes our own land and supporting others to do the same.

- 6.3 Changing the way in which amenity grass is managed is a significant action responding to the ecological emergency; increasing biodiversity, capturing more carbon from the environment and improving the ability of amenity land to respond the shift to a wetter climate.

- 6.4 The Council has been working closely with the Local Lead Flood Authority, Cambridgeshire County Council, to respond to issues which have made the impacts of localised intense rainfall more acute. This is supported by Community Flood Groups and we will continue to support community groups with help and advice to protect their homes from the increased risk to flooding.

- 6.5 The Council has consistently identified and responded to Environmental Sustainability as an Annual Governance Risk termed Environmental Pressures and Sustainability Challenges – specifically based on the long-term sustainability and attraction of our area. This is detailed in Appendix 7 – Annual Governance Statement Environmental Risk. This corporate risk has informed the work of the Council's services to ensure a sustainable and affordable approach to climate change was in place.

- 6.6 The risk of not achieving the Council's target of a net carbon zero Council by 2040 is addressed through the Climate Strategy priorities and actions. The Climate Action Plan lists the actions recorded in service plans across the Council that support the achievement of the Council's strategic objective of **tackling climate change and caring for the environment**.

6.7 Given the changing nature of the climate crisis and ecological emergency, the Climate Action Plan and its priorities will be reviewed annually with our community within an annual Climate Conversation Event. Given the rapid development of technology, this is essential so that the right investment is made at the right time. This will ensure effort and impact remains focussed on the right priorities.

7.0 MONITORING PROGRESS

7.1 Our climate and environment are changing quickly. The solutions available to address carbon emissions are also changing at pace. Given this, an annual Climate Conversation is proposed which will:

- **Enable and encourage** our communities and partners to share their activity and success, to learn and support each other.
- **Enable and encourage** our communities to reflect on the priorities and actions to achieve a net zero carbon council by 2040.
- **Be a positive example** by sharing progress and achievements and revise the climate action plan as required.

7.2 An annual report will capture the outcomes of the Climate Conversation alongside the formal reporting of the Council's achievement against its action plan, including progress against the net carbon zero target for 2040.

8.0 LINK TO THE CORPORATE PLAN, STRATEGIC PRIORITIES AND CORPORATE OBJECTIVES

8.1 The Corporate Plan 2022/23 sets out the Council's objectives:

- Tackling climate change and caring for the environment
- Enhancing employment opportunities and supporting businesses
- Supporting the needs of residents
- Improving the housing situation
- Strengthening our communities

Specifically, the objective to **tackle climate change and care for the environment** sets out that the District Council will proactively tackle the climate crisis and ecological emergency. We will act upon this by:

- declaring a climate emergency to help focus minds and urgently implementing a Climate Action Plan.
- designing council policies that enable cutting of emissions and provide positive examples for businesses and residents
- considering environmental impact in all policy-making and our stewardship of council assets and resources
- ensuring our updated Local Plan reflects the priorities outlined in our Climate Action Plan

9.0 CONSULTATION

As set out in section 3 of this report.

10.0 LEGAL IMPLICATIONS

There are no direct legal implications from this report.

11. RESOURCE IMPLICATIONS

11.1 The delivery of the Climate Action Plan is supported by a new role of Climate Coordinator. This role will lead on the Climate Conversation, report service progress against the Climate Action Plan and refresh it annually.

11.2 A climate reserve of £150,000 is proposed to support Council services to accelerate the development and delivery of priority climate actions. Services will be able to use this reserve to develop the businesses cases for projects that deliver progress to net carbon zero, providing access to specialist services where needed ensuring the right investment at the right time.

11.3 At a time when all services are under inflationary pressures and some face growing demand to support residents and businesses, investments to deliver a net zero carbon Council and the aspiration of a net carbon zero Huntingdonshire will require business cases to ensure sustainable progress. Feasibility studies will be needed to ensure the right measures are taken at the right time whilst ensuring that the Council is still able to deliver efficient and effective services with a balanced budget. For example: whilst the Council would like to utilise fully electric refuse collection vehicles, they are currently unable to fulfil the role of the Council's existing vehicles. The annual refresh of the action plan will ensure consistent review and budget provision at the right time.

11.4 The Council is working collaboratively with other partners to secure external funding opportunities to support the delivery of a net carbon zero Council and our aspirations for Huntingdonshire. Recent successes include:

- Lottery Funding – Together Our Planet
- UK Shared Prosperity – Active Travel Feasibility Projects
- Cambridgeshire & Peterborough Combined Authority Funding – Biodiversity for All and Electric Vehicle Charge Points
- Government Funding - Sustainable Warmth Scheme
- RetroFit Funding – Building De-Carbonisation

12.0 HEALTH IMPLICATIONS

12.1 The positive impacts of a cleaner and greener place are well known. The Council's Healthy Open Spaces Strategy and action plan (2022) identified:

- 90% of our community believe parks, play areas and open spaces improve their mental health and well-being
- 78% actively visit them for this purpose

- 64% of our community say parks and open spaces are essential to their quality of life.

A Climate Strategy for Huntingdonshire will continue to support the Council's commitment to encourage a healthy and active community.

13.0 ENVIRONMENT AND CLIMATE CHANGE IMPLICATIONS

13.1 As set out in the report.

14.0 OTHER IMPLICATIONS

14.1 none

15.0 REASONS FOR THE RECOMMENDED DECISIONS

15.1 The adoption of the Climate Strategy and Action Plan is a response to the formal declaration of a climate crisis and ecological emergency.

15.2 The Strategy and Action plan set out how the Council will:

- **Be a positive example** through its own actions, becoming a net carbon zero Council by 2040.
- **Enable and encourage** climate action across Huntingdonshire, through its policies and activities with partners and communities.

16.0 LIST OF APPENDICES

1. Climate Strategy
2. Climate Strategy on a Page
3. Huntingdonshire Futures – Climate Opportunities
4. Cambridge University Research Proposals
5. Climate Action Plan
6. Climate Action Adaptation Toolkit
7. Annual Governance Statement of Environmental Risk

17.0 BACKGROUND PAPERS

Environmental Principles – Cabinet Oct 2021

<https://applications.huntingdonshire.gov.uk/moderngov/documents/s117526/4.%20Environment%20Principles%20Report.pdf>

OxCam Environmental Principles

[Issue details - OxCam Environmental Principles*** - Huntingdonshire.gov.uk](#)

Huntingdonshire District Council - Healthy Open Spaces Strategy
<https://applications.huntingdonshire.gov.uk/moderngov/documents/s111005/Appendix%202020-%20HDC%20Healthy%20Open%20Spaces%20Strategy%20and%2010%20Year%20Action%20Plan.pdf>

CPCA Independent Climate Commission Report 2021

https://f.hubspotusercontent40.net/hubfs/6985942/CLIMATE%20COMMISSION%20REPORT_Final.pdf

Oxfordshire-Cambridgeshire Arc Spatial Framework
<https://www.gov.uk/government/publications/planning-for-sustainable-growth-in-the-oxford-cambridge-arc-spatial-framework/planning-for-sustainable-growth-in-the-oxford-cambridge-arc-an-introduction-to-the-spatial-framework>

Environment Bill 2020-21 and 2021-22
<https://www.gov.uk/government/publications/environment-bill-2020>

25 year Environment Plan for England
<https://www.gov.uk/government/publications/25-year-environment-plan>

Climate Change Act 2008 (2050 Target Amendment) Order 2019
https://www.legislation.gov.uk/ukdsi/2019/9780111187654/pdfs/ukdsi_9780111187654_en.pdf

CONTACT OFFICERS

Neil Sloper
Assistant Director Insight & Delivery
Email: neil.sloper@huntingdonshire.gov.uk

Helen Lack
Development & Delivery Manager – Environment and Parks
Email: helen.lack@huntingdonshire.gov.uk

Katy Smith
Project Support Officer – Climate and Biodiversity
Email: katy.smith@huntingdonshire.gov.uk

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Climate Strategy ◦

Foreword

As global temperatures rise and extreme weather events become more frequent, the most vulnerable suffer and are least able to adapt. Huntingdonshire's residents and wildlife already feel the effects and more dramatic changes are likely in the decades to come. This Council must consider its duty of care and use its position of influence to act. **We therefore declare a Climate and Ecological Emergency.**

This Climate Strategy outlines the Council's vision for addressing that emergency with an Action Plan designed to lead us to a net zero carbon council by 2040 and to strongly influence district-wide action on emissions and biodiversity. The six objectives reflect the priorities of our residents and the strategic goals of this council.

Actions required by council service areas will be delivered through spending wisely and systemic change. Capital investments will require individual business cases.

The participation of our local communities will be essential. Local people want to take action, but look to this council for leadership. Therefore, we will bring together our parish councils, local businesses and environmental interest groups each year in a Climate Conversation summit. This will provide a platform for knowledge sharing as well as signposting to resources and funding. We will check in with our stakeholders, share our council's progress and review our plans.

Our response to the climate and ecological emergency will be embedded into every action taken and each decision made by this council. Together with the help of local people, we will support the recovery of Huntingdonshire's ecology and play our part in tackling climate change.

Lara Davenport-Ray
Executive Councillor for
Climate & Environment



We will be a Council that proactively tackles the climate crisis and ecological emergency, working closely with partners, and leading by example



BUILDINGS

The buildings and infrastructure around us shape how we live, our health and our well being. We need to ensure what is built is as environmentally sustainable as possible



ENERGY AND RENEWABLES

We need to reduce emissions caused by our activities and ensure that our energy is from renewable sources



NATURE

We know our residents highly value the open spaces and natural environment in Huntingdonshire. We need to protect, restore and improve our environment, and build resilience to extreme weather events



TRAVEL AND TRANSPORT

We want to see a Huntingdonshire where our residents are able to access what they want locally, with effective lower carbon transport options and safe cycling routes



WASTE, RECYCLING AND RESOURCE MANAGEMENT

We want to see a Huntingdonshire where much less is thrown away



COMMUNITY

Our communities should shape the places they live in to be better adapted to the future climate

Page 19 of 276

The Climate Strategy is the Council's response to the climate crisis and ecological emergency. It sets out what we will do to play our part in addressing climate change. We will be a positive example to others by reducing our own emissions and adapting our service to the changed climate, an enabler to support action within our communities and across our partners, and an encourager to ensure all efforts help to deliver our ambition of a Carbon Net Zero council by 2040.

ACTIONS



POSITIVE EXAMPLE

Improve the energy efficiency of Council buildings, and by 2040 stop using gas for heating
Adapt our buildings and make our services more resilient to prepare for the impacts of climate change

Look for opportunities to install renewable energy generation on our land and buildings
Implement an Energy Strategy to guide our future decisions on renewable energy supply and resilience

Deliver community developed plans for greater biodiversity gain and more trees on our land

Develop a plan to invest in fleet to reduce emissions from council owned vehicles to zero by 2040
Understand how our staff travel for work, and how we can reduce these emissions

Reduce the carbon impact and waste from our own services and those we commission

Openly share progress against our climate targets
Include climate and biodiversity in our impact assessments to ensure they are embedded in our decision making



ENABLER

Support development of sustainable communities through our Local Plan review to provide lower carbon places for people to live and work

Support schemes that help communities and businesses reduce their emissions and use renewable energy

Engage our communities, partners and businesses in managing their open spaces for nature, sharing opportunities to increase biodiversity

Seek partnerships and funding to enhance our electric vehicle charging infrastructure
Work with partners to expand the infrastructure for sustainable and low carbon travel

Improve information, knowledge and advice to increase the recycling rate of municipal waste and reduce the amount of our waste that goes to landfill

Host Huntingdonshire's annual Climate Conversation for sharing of best practice, concerns and priorities



ENCOURAGER

Use Sustainable Business Awards to recognise and promote great practice
Work with our partners and communities to adapt to the needs of climate change

Support the sharing of guidance and advice to residents and businesses on measures they can take to improve energy efficiency, insulation, switch to low carbon heating, and install renewables

Work with communities and businesses to help them look after the natural environment, including delivering community litter picking/river cleaning projects

Promote the health benefits of active travel and alternative travel choices

Support and celebrate re-use and recycling schemes to reduce the use of disposable products

Work with communities and partners to support climate action across the district

Vision and Objectives



"77% OF RESPONDENTS* SAID IT IS 'VERY IMPORTANT' OR 'ESSENTIAL' THAT WE TAKE ACTION ON CLIMATE CHANGE"

* Of those responding to the Council's 2022 Climate Survey.

Why? – Evidenced Priorities

Impacts of the climate crisis and ecological emergency are visible across the world and within Huntingdonshire. All of us need to take action. This Council has an important role in leading this action. This strategy sets out what we will do to improve our own operations, but also how we will work with others to ensure district-wide change. Our approach will also reflect the importance of supporting our residents and businesses at a time of increasing cost of living.

Page 199 of 276

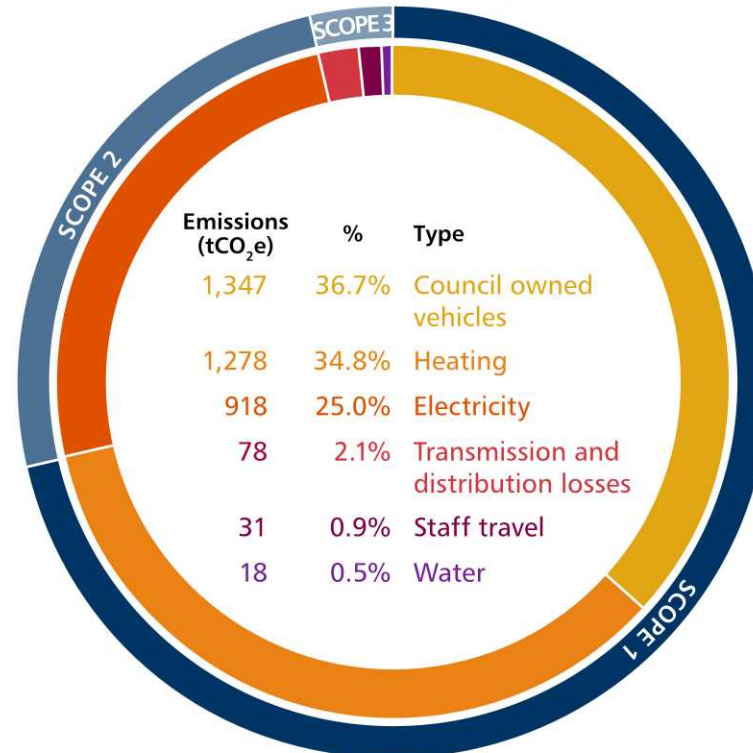
Council Key Priorities

1
Decarbonise Fleet

2
Reduce energy use,
shift to renewables

3
Procure wisely

What Causes the Council's Greenhouse Gas Emissions of 3,670 tCO₂e?



SCOPE 1 EMISSIONS
Direct emissions from the Council's owned or controlled sources. This includes on-site energy, e.g. natural gas and fuel

SCOPE 2 EMISSIONS
Indirect emissions from purchased or acquired energy, e.g. electricity, steam, heat, or cooling

SCOPE 3 EMISSIONS
All indirect emissions that occur in the value chain e.g. the emissions resulting from staff travelling to work

"32% OF RESPONDENTS* SAID THE COUNCIL'S HIGHEST PRIORITY SHOULD BE TAKING ACTION TO REDUCE ITS OWN EMISSIONS"

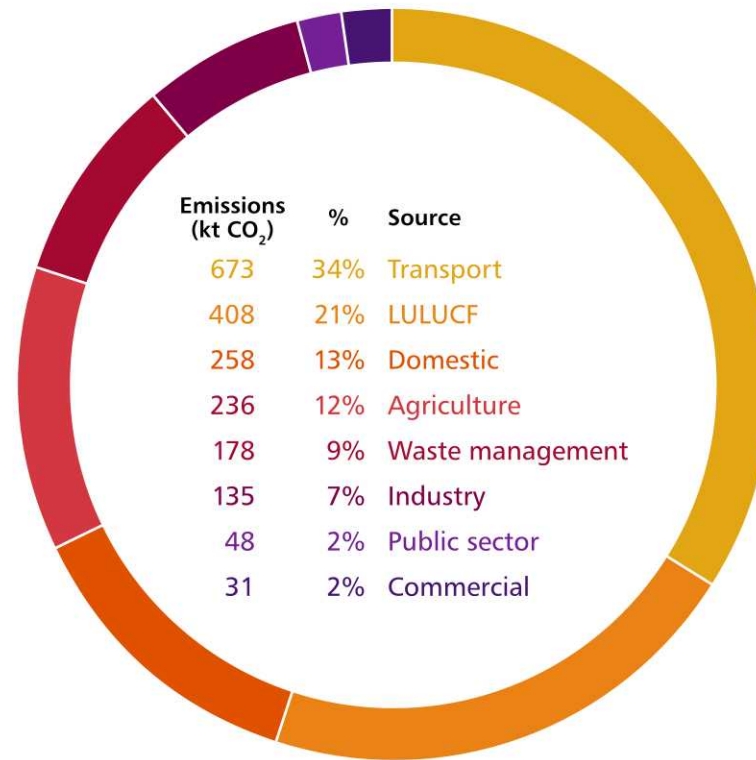
* Of those responding to the Council's 2022 Climate Survey.



District-wide Key Priorities

- 1 Sustainable travel with low emissions
- 2 Reduce energy use, shift to renewables
- 3 Increase biodiversity and natural capital

What Causes Huntingdonshire’s Greenhouse Gas Emissions of 1,966 kt CO₂?



“40% OF RESPONDENTS* SAID THE COUNCIL’S HIGHEST PRIORITY SHOULD BE ENCOURAGING OTHERS TO REDUCE THEIR EMISSIONS”

* Of those responding to the Council’s 2022 Climate Survey.

Our Pathway to Carbon Net Zero 2040

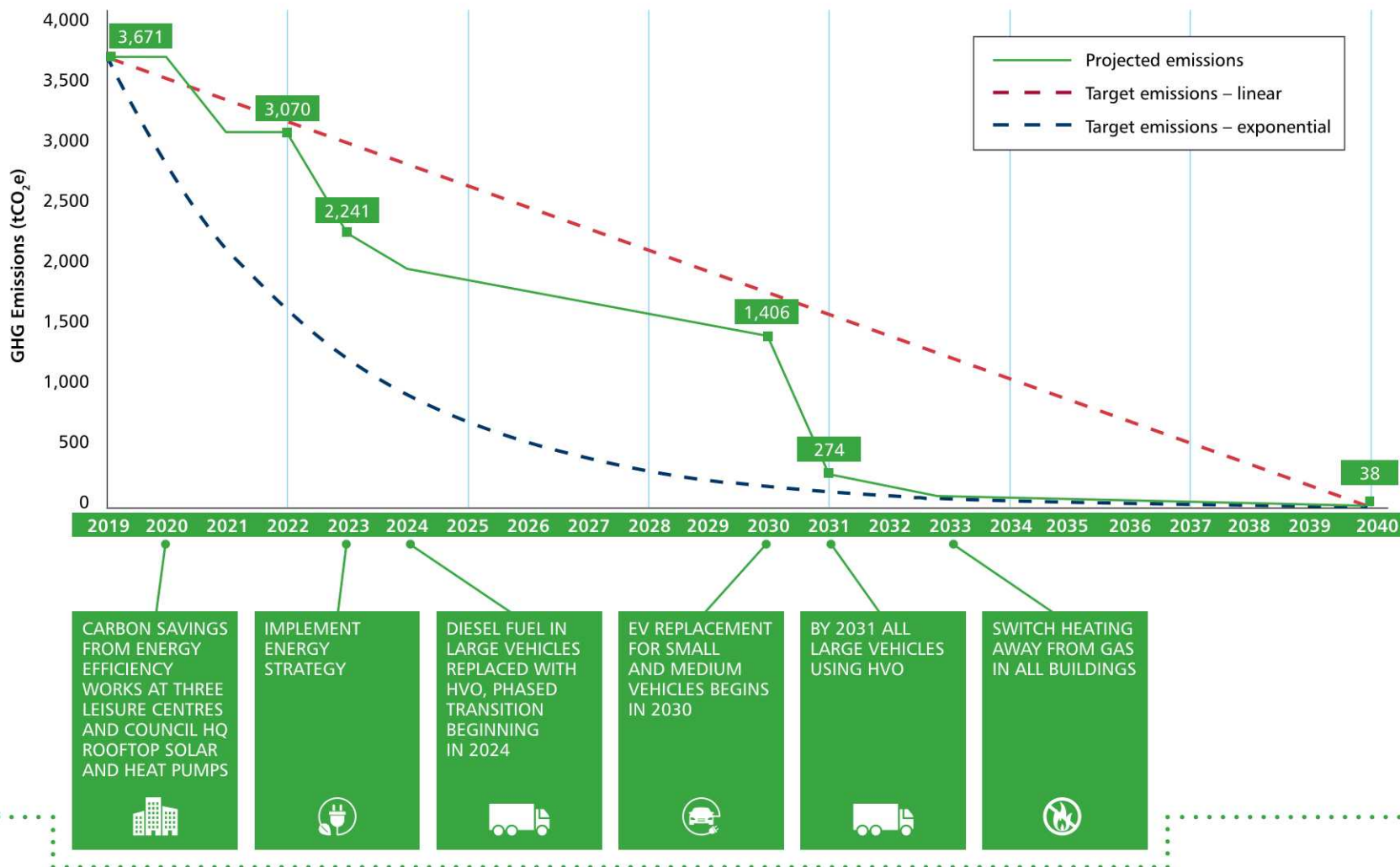
The red and blue show two target lines we could follow.

Green shows the impact of the changes

We expect to make through our current action plan to reduce emissions, based on what is currently known about improving technology.

Our action plan will be revisited annually, if opportunities arise that improve the business case for action, we will reduce our carbon emissions earlier.

Carbon Pathway Scenarios to 2040



Our Priority Actions

Page 196 of 276

We will be a Positive Example:

Key Climate Actions



Review our assets to understand opportunities to improve the building fabric, energy efficiency and carbon impact of our buildings

Undertake a fleet review to determine when our vehicles should be switched from petrol/diesel to low carbon alternatives

Define a pathway for the council to move to 100% renewable energy usage

We will Enable and Encourage:



Enhance environmental aspects of the Local Plan where possible to do so

Deliver programme of biodiversity with the CPCA to include Community and Council Open Spaces

Work with partners to promote and support more active and net zero carbon travel

How we will Achieve our Objectives?

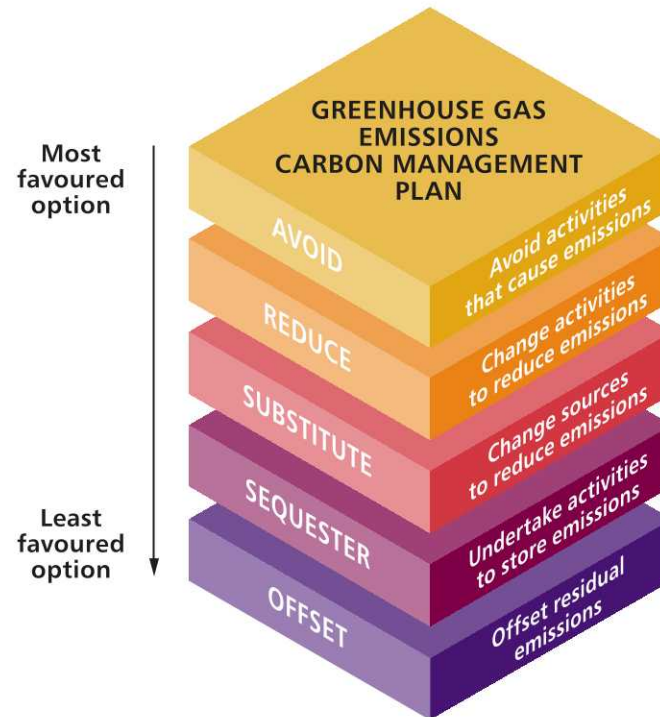
The Council will be a positive example in its approach to making decisions with due regard to the impact on climate and environment.

By focussing on our key actions we will make progress towards our Carbon Net Zero Council 2040 target. We will track progress against our pathway, calculated using the Greenhouse Gas emissions calculating tool, developed by Local Partnerships and the local Government Association. This will be updated and shared with our community and partners at Huntingdonshire's annual Climate Conversation summit.

Actions required by council service areas will be delivered through spending wisely and systemic change. These will be included in the budget for each service area and be subject to the annual budget-setting of the Council.

Capital investments will require individual business cases to ensure prioritised and economically sustainable investment.

The Council will follow a hierarchy of action, prioritising reduction in emissions through changing activity and demand for energy



and fossil fuels, then replacing fossil fuels. Recognising the importance of carbon sequestration and the high value placed on our natural and biodiverse environment, the Council will increase the natural capture of carbon through changed land management regimes and tree canopy enlargement. The Council will only consider carbon offset as a very last resort as this does not address the need to reduce and adapt consumption that the Climate Crisis and Ecological Emergency require.



Priority Actions by Theme



Buildings

The buildings and infrastructure around us shape how we live, our health and our well being. They are also a significant source of GHG emissions. For the Council 60% of our emissions come from heating and using electricity in our buildings.



Positive Example

Improve the energy efficiency of Council buildings and by 2040 stop using gas for heating.

Adapt our buildings and make our services more resilient to prepare for the impacts of climate change.



Enabler

Support development of sustainable communities through our Local Plan review to provide lower carbon places for people to live and work.



Encourager

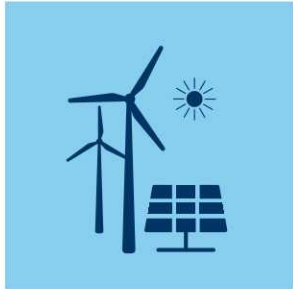
Use the Sustainable Business Awards to recognise and promote great practice.

Work with our partners and communities to adapt to the needs of climate change.

“78% OF RESPONDENTS* SAID THE COUNCIL SHOULD USE PLANNING RULES SO NEW DEVELOPMENTS MEET SUSTAINABILITY STANDARDS”

* Of those responding to the Council's 2022 Climate Survey.

Priority Actions by Theme



Energy and Renewables

Energy is one of the most significant contributors to our emissions. Factors outside of our control, such as recent energy prices rises and the war in Ukraine, highlight the need for us to increase the resilience of our local energy supply, and reduce our consumption.

“88% OF RESPONDENTS* SAID THEY HAVE REDUCED THEIR ELECTRICITY USE WITH ENERGY EFFICIENCY MEASURES”

“73% OF RESPONDENTS* SAID THE COUNCIL SHOULD FOCUS ON RENEWABLE ENERGY”

★ Positive Example

Look for opportunities to install renewable energy generation on our land and buildings.

Implement an Energy Strategy to guide our future decisions on renewable energy supply and resilience.

🔌 Enabler

Support schemes that help communities and businesses reduce their emissions and use renewable energy.

👍 Encourager

Support the sharing of guidance and advice to residents and businesses on measures that they can take to improve energy efficiency, insulation, switch to low carbon heating, and install renewables.

* Of those responding to the Council's 2022 Climate Survey.

Priority Actions by Theme



Nature

Nature benefits health, as well as being a haven of biodiversity, and important natural processes. Huntingdonshire has a wealth of green spaces and natural assets, rich in biodiversity providing a home for many native species and a link to the natural environment for our residents.



Positive Example

Deliver community developed plans for greater biodiversity gain and more trees on our land.



Enabler

Engage our communities, partners and businesses in managing their open spaces for nature, sharing opportunities to increase biodiversity.



Encourager

Work with communities and businesses to help them look after the natural environment, including delivering community litter picking/river cleaning projects.

“83% OF RESPONDENTS* SAID THE COUNCIL SHOULD RESTORE NATURE AND PLANT TREES”

“20% OF RESPONDENTS* SAID THEIR HOME OR BUSINESS HAD BEEN DAMAGED BY EXTREME WEATHER”

* Of those responding to the Council's 2022 Climate Survey.

Priority Actions by Theme



Travel and Transport

In response to climate change we need to consider how we travel and how the food we eat and the products we buy reach us.

We will work with our partners and our transport authorities to support more environmentally sustainable choices through the infrastructure they provide.

“46% OF RESPONDENTS* SAID THAT THE COUNCIL SHOULD SWITCH TO ELECTRIC VEHICLES”



Positive Example

Develop a plan to invest in fleet to reduce emissions from council owned vehicles to zero by 2040.

Understand how our staff travel for work, and how we can reduce these emissions.



Enabler

Seek partnerships and funding to enhance our electric vehicle charging infrastructure.

Work with partners to expand the infrastructure for sustainable and low carbon travel.



Encourager

Promote the health benefits of active travel and alternative travel choices.

* Of those responding to the Council's 2022 Climate Survey.

Priority Actions by Theme



Waste, Recycling and Resource Management

We generate waste as a by-product of almost all of our activities. Resource management describes how we can work together to consume less, reduce waste and recycle the valuable resources we have. Huntingdonshire residents already recycle more than 50% of their waste, but the recycling rate has plateaued.

“80% OF RESPONDENTS* SAID THE COUNCIL SHOULD IMPROVE RECYCLING RATES”

“93.6% OF RESPONDENTS* SAID THEY WERE MAXIMISING THEIR OWN RECYCLING”



Positive Example

Reduce the carbon impact and waste from our own services and those we commission.



Enabler

Improve information, knowledge and advice to increase the recycling rate of municipal waste and reduce the amount of our waste that goes to landfill.



Encourager

Support and celebrate re-use and recycling schemes to reduce the use of disposable products.

* Of those responding to the Council's 2022 Climate Survey.

Priority Actions by Theme



Community

The many communities of Huntingdonshire have a significant role in responding to climate change. The Council must work with our communities to build resilience to future extreme weather events, support community initiatives to benefit the climate and ecology whilst enabling more positive impact to achieve Carbon Net Zero.

“12% OF RESPONDENTS*
THINK THE COUNCIL
SHOULD PROVIDE
ADVICE AND GUIDANCE
ON ACCESS TO
INFORMATION AND
FUNDING FOR RESIDENTS
AND BUSINESSES TO
HELP THEM ADDRESS
CLIMATE CHANGE”

★ Positive Example

Openly share progress against our climate targets.

Include climate and biodiversity in our impact assessments to ensure they are embedded in our decision making.

🔌 Enabler

Host Huntingdonshire’s annual Climate Conversation for sharing of best practice, concerns and priorities.

👍 Encourager

Work with communities and partners to support climate action across the district.

* Of those responding to the Council’s 2022 Climate Survey.

Monitoring Progress Together

We will **enable** our communities, businesses and partners through an Annual Climate Conversation event to showcase their efforts, share what has worked, challenges and priorities.

We will continue to **encourage** action through the event and sharing the positive impacts for Huntingdonshire's climate and environment.

We will openly share our own progress in this conversation, but also to listen to changing challenges and priorities which may need to be reflected in revised actions.

The inaugural event will be an opportunity to share progress and seek input on our priority actions:

- Biodiversity for All Programme
- Local Plan Revision
- Sustainable Travel

Feedback from the Climate Conversation will be captured in an annual report. This will sit alongside formal annual reporting of the Council's achievements against its action plan and any revisions that are recommended.



Further Information



Huntingdonshire District Council

Pathfinder House, St Mary's Street, Huntingdon PE29 3TN

T 01480 388388

E climateconversation@huntingdonshire.gov.uk

W huntingdonshire.gov.uk

f Huntingdonshire

t huntscd

Page 205 of 276

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Climate Strategy on a Page

We will be a Council that proactively tackles the climate crisis and ecological emergency, working closely with partners, and leading by example

BUILDINGS	ENERGY AND RENEWABLES	NATURE	TRAVEL AND TRANSPORT	WASTE, RECYCLING AND RESOURCE MANAGEMENT	COMMUNITY
The buildings and infrastructure around us shape how we live, our health and our well being. We need to ensure what is built is as environmentally sustainable as possible	We need to reduce emissions caused by our activities and ensure that our energy is from renewable sources	We know our residents highly value the open spaces and natural environment in Huntingdonshire. We need to protect, restore and improve our environment, and build resilience to extreme weather events	We want to see a Huntingdonshire where our residents are able to access what they want locally, with effective lower carbon transport options and safe cycling routes	We want to see a Huntingdonshire where much less is thrown away	Our communities should shape the places they live in to be better adapted to the future climate

Page 207 of 276
The Climate Strategy is the Council's response to the climate crisis and ecological emergency. It sets out what we will do to play our part in addressing climate change. We will be a positive example to others by reducing our own emissions and adapting our service to the changed climate, an enabler to support action within our communities and across our partners, and an encourager to ensure all efforts help to deliver our ambition of a Carbon Net Zero council by 2040.

ACTIONS	POSITIVE EXAMPLE	ENABLER	ENCOURAGER
	<p>Improve the energy efficiency of Council buildings, and by 2040 stop using gas for heating</p> <p>Adapt our buildings and make our services more resilient to prepare for the impacts of climate change</p>	<p>Look for opportunities to install renewable energy generation on our land and buildings</p> <p>Implement an Energy Strategy to guide our future decisions on renewable energy supply and resilience</p>	<p>Deliver community developed plans for greater biodiversity gain and more trees on our land</p> <p>Engage our communities, partners and businesses in managing their open spaces for nature, sharing opportunities to increase biodiversity</p> <p>Work with communities and businesses to help them look after the natural environment, including delivering community litter picking/river cleaning projects</p>
	<p>Develop a plan to invest in fleet to reduce emissions from council owned vehicles to zero by 2040</p> <p>Understand how our staff travel for work, and how we can reduce these emissions</p>	<p>Support schemes that help communities and businesses reduce their emissions and use renewable energy</p> <p>Support the sharing of guidance and advice to residents and businesses on measures they can take to improve energy efficiency, insulation, switch to low carbon heating, and install renewables</p>	<p>Promote the health benefits of active travel and alternative travel choices</p> <p>Work with communities and partners to support climate action across the district</p>
	<p>Reduce the carbon impact and waste from our own services and those we commission</p> <p>Openly share progress against our climate targets</p> <p>Include climate and biodiversity in our impact assessments to ensure they are embedded in our decision making</p>	<p>Seek partnerships and funding to enhance our electric vehicle charging infrastructure</p> <p>Work with partners to expand the infrastructure for sustainable and low carbon travel</p> <p>Improve information, knowledge and advice to increase the recycling rate of municipal waste and reduce the amount of our waste that goes to landfill</p> <p>Host Huntingdonshire's annual Climate Conversation for sharing of best practice, concerns and priorities</p>	

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Appendix 3

Huntingdonshire Futures

What is Huntingdonshire Futures?

Huntingdonshire Futures is a new Place Strategy that is intended to shape a shared vision for the future of Huntingdonshire for the next 30 years. It will articulate Huntingdonshire's aspirations and ambitions - taking into account its unique features, location, planned future growth, infrastructure requirements and technological advancements.

At the heart of Huntingdonshire Futures is understanding what is most important to residents, communities and stakeholders within our key towns and rural areas and across Huntingdonshire. This insight will enable the strategy to articulate our ambitions and aspirations for our place, people, economy, and the environment.

The current challenges

While Huntingdonshire is endowed with many assets which make it a special place, it also faces a number of challenges. We have heard and collected the key challenges outlined below, which will be essential to address to achieve our aspirations for Huntingdonshire.

People and Communities

1. Unequal access to social infrastructure, education and employment opportunities between areas
2. Isolation and loneliness affecting certain groups particularly in more rural areas
3. Not enough for young people to do
4. Lack of investment in voluntary sector and decreasing trends in volunteering activity
5. Poor collaboration between the public sector, businesses, educators, and residents

Place

1. No distinct identity for Huntingdonshire
2. High car dependency, bus services do not meet needs, particularly in rural areas and pedestrian and cycle networks are not always in place or joined up
3. Rural areas feel left behind
4. Growth of new housing is not matched by sufficient new and/ or improved infrastructure
5. House prices are rising and there is a lack of affordable housing, particularly for young people

Economy

1. The decline of the high street, particularly retail, leisure and evening economy in the market towns
2. Talent and knowledge drain to Cambridge, Peterborough and Bedfordshire, which attract skilled workforce through greater variety and higher paid jobs
3. Changing demographics including shrinking of the working age population and an increasingly ageing population
4. Rising building costs and land values putting pressure on the provision of employment land and space
5. Need for the right training opportunities to match the job market demand

Environment

1. There is a lot of talk about climate change but no action
2. New housing developments planned and delivered not ambitious enough in their environmental performance – including locations in flood risk areas, lack of renewable energy generation or electric vehicle charging
3. Environmentally friendly behaviours can be too expensive and there is a lack of investment and support
4. Huntingdonshire experiences the effects of climate change including flooding and heat waves
5. Increasing demand for water from population growth and agriculture sector, coupled with water scarcity especially in the dry months of summer

Huntingdonshire's Opportunities

People and Communities

1. Unequal access to social infrastructure, education and employment opportunities between areas
2. Isolation and loneliness affecting certain groups particularly in more rural areas
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Big Ideas and Aspirations for the Future

People and Communities

What if nobody was lonely here?

What if we guaranteed an opportunity for everyone at every age and stage of peoples lives?

What if there was a way to harness young people's talent?

Big Ideas

- Make the District one of the top 10 places to live in the UK in the happiness index, offering an exceptional quality of life for its residents
- Set up flexible lifelong learning schemes for people of different ages and backgrounds to enable them to integrate into employment opportunities, by collaborating with the industries
- Support existing and new volunteering schemes by providing funding, grants and resources to fulfil their initiatives and encourage people to participate
- Establish better communication with the different communities, engage all groups, especially the most vulnerable, to establish trust and work together to define common priorities
- Encourage shared community responsibility for the upkeep of green and open spaces to foster a sense of ownership and social interaction

Place

What if organisations were incentivized to look after their own patch?

What if we made it easy to not use a car?

What if we build houses with character?

Big Ideas

- Extend the Ting Bus demand-responsive service to rural areas and improve the existing bus service including the Guided Busway to better connect villages and towns
- Establish car free days in the towns to encourage people to explore more sustainable travel options and unlock spaces for people without the dominance of the car
- Create more community and cultural events, particularly for young and older people
- Make all roads and pavements safer for pedestrians and cyclists by ensuring their high standard and reducing the speed limit for cars
- Encourage evenings out in the market towns by encouraging retail and leisure activities to take place later in the day including evening markets

Economy

What if our economy was a green economy?

What if we kept investment local?

What if we became the destination for slow tourism?

Big Ideas

- Make the District a pioneer in the transition to the circular economy where robust infrastructure and systems are in place to support it, drawing from its positioning within the Eastern Powerhouse
- Establish training and upskilling programmes as well as collaborations between businesses and local schools and colleges, in order to create responsive links between the local skill set and local jobs and tap into the diversity of the workforce
- Prioritise digital infrastructure improvements across the District for the best possible digital connectivity, including free public Wi-Fi in town and village centres
- Establish Time Banks where people can exchange their skills with hours as the currency and create reciprocity based work
- Promote the creation of collaborative and flexible spaces for working in the town and village centres

Environment

What if we produced all our energy within the district?

What if all the food we bought was grown fresh and local?

What if good things for the environment were cheaper?

Big Ideas

- Encourage rewilding and biodiversity in both public and private spaces and promote mass tree planting within towns and villages
- Roll out a comprehensive building stock retrofit programme, including insulation and smart water meters installation, to improve its environmental performance
- Ensure that all new development creates carbon neutral housing and the social and physical infrastructure cost is factored into the price of development
- Roll out an education and behaviour change programme for both people and businesses to underline the urgency for a shift to more sustainable practices
- Grow and harvest reed mace to protect peat soils, store carbon and produce housing insulation

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Students at the Heart of Knowledge Exchange (SHoKE)

Students at the Heart of Knowledge Exchange (SHoKE) is an innovative platform, enabling students to apply problem-solving techniques and make a personal social impact by collaborating with our partner organisations.

At the Heart of our project is a diverse, rapidly growing community of several hundred volunteer students who are personally motivated to make a positive difference in the world, through Knowledge Exchange activities with our partners.

Projects typically focus upon organisational challenges relating to social value initiatives and sustainability. Teams perform ideas generation, scoping, analysis and research, formally presenting their findings at the end of the project with a presentation and report.

Challenge 1

Understanding youth engagement in Huntingdonshire around climate change

- Huntingdonshire District Council (HDC) are developing an environmental strategy which will set out how the council will achieve net zero, as well as providing a framework for activity around climate change.
- HDC has surveyed residents, but there has been limited engagement with young people in the district, and HDC is concerned that their views may not be taken into account in the development of the environmental strategy.
- HDC also wants to understand how young people in the district can be encouraged to take climate positive actions to be part of a wider ambition for the district as a whole to be carbon neutral.
- Work has been undertaken through the County Council's academic partnership with Cambridge University, CUSPE, to understand how young people can be engaged with climate issues at a Cambridge wide level, and HDC are keen for further analysis of this CUSPE dataset to inform actions they can take at the district level for young people in Huntingdonshire.

Challenge 2

To Identify Best Practice for Community Toolkit for Climate Action

- Huntingdonshire District Council has an ambitious target to achieve carbon net zero by 2040. To do so there is an active role that organisations, businesses, and individual residents need to take, and all will need advice and support on the most impactful way to do this. There is a need to identify best practice models and/or toolkits to support a local community to create and measure a carbon reduction action plan, which supports organisations and residents alike.
- Based on research, the identification of potential elements that could form a toolkit to support a local community to create and measure a carbon reduction action plan.
- Support local communities to understand the local challenge of net zero and the potential active steps they can take to reduce their carbon footprint, along with the impact their actions will have on carbon emissions.
- To stimulate the development of community carbon reduction plans which support a net carbon zero Huntingdonshire.
- Toolkits and models primarily to be focussed on lower-level actions that can be undertaken by an individual or a localised community.

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Huntingdonshire District Council Climate Action Plan Issued January 2023

Priority*	Action	Theme	Portfolio	Target Completion Date
High	Review Council assets to establish further opportunities to improve insulation, energy efficiency and adaptation to reduce their carbon impact	Energy and Renewables	Corporate and Shared Services	01/02/24
High	Develop plan for the Council to use 100% renewable energy	Energy and Renewables	Corporate and Shared Services	01/02/25
High	Undertake a fleet review, to plan reduction in fossil fuel use in Council vehicles	Travel and Transport	Leisure, Waste and Street Scene	01/02/25
Medium	Appoint a Climate Co-ordinator	All	Climate and Environment	01/02/24
Medium	Set the Council's emissions baseline and continue to report on an annual basis	All	Climate and Environment	01/02/24
Medium	Update Procurement Rules to ensure new contracts/services minimise negative impact on the Climate	All	Corporate and Shared Services	01/02/24
Medium	Adopt a methodology to report on carbon emissions derived from flexible/home working	All	Corporate and Shared Services	01/02/24
Medium	Implement impact assessments for all key decisions to ensure climate implications are considered	All	Climate and Environment	01/02/24
Medium	Develop an approach to capturing carbon emissions in reports and business case development	All	Climate and Environment	01/02/24
Medium	Set a carbon budget (exponential) that aligns with the UK Government carbon budgets and future budget cycles	All	Climate and Environment	01/02/25
Medium	Review existing spend on good and services, to establish opportunities to reduce climate impact	All	Corporate and Shared Services	01/02/25
Medium	Undertake annual review of the completion and progress of service plan actions that deliver net zero carbon by 2040	All	Climate and Environment	01/02/25
Medium	Provide housing association landlords with information/advice on energy saving to support their tenants	Buildings	Customer Services	01/02/27
Medium	Engage with key registered providers of housing, to give tenants information that encourages them to reduce their carbon emissions	Buildings	Jobs, Economy and Housing	01/02/27
Medium	Develop an Energy Strategy	Energy and Renewables	Corporate and Shared Services	01/02/25
Medium	Identify emissions from HDC IT data centres to include them in reporting	Energy and Renewables	Corporate and Shared Services	01/02/25
Medium	Sustainably dispose of IT equipment where possible reduce climate impact	Energy and Renewables	Corporate and Shared Services	01/02/25
Medium	Quantify carbon savings from the Council's shift to E-billing	Energy and Renewables	Customer Services	01/02/27
Medium	Review technology and alternative ways of working to plan emissions reduction in Street Cleansing	Energy and Renewables	Leisure, Waste and Street Scene	01/02/27
Medium	Identify opportunities to work with other public sector organisations and communities to support environmental activity	Community	Climate and Environment	01/02/24
Medium	Deliver the communications plan for the Climate strategy	Community	Place	01/02/24
Medium	Include all services in the Climate Conversation to ensure objectives in services plans achieve carbon net zero by 2040	Community	Climate and Environment	01/02/24
Medium	Include climate considerations within all key strategies and governance documents	Community	Climate & Environment	01/02/24
Medium	Deliver learning and development for all Council employees to be climate and carbon emissions aware, to support the delivery of the Climate Action Plan and its annual review	Community	Corporate and Shared Services	01/02/25
Medium	Research into alternative power sources (solar) for CCTV cameras	Community	Leisure, Waste and Street Scene	01/02/27
Medium	Explore options for offsetting emissions (natural carbon capture)	Nature	Corporate and Shared Services	01/02/25
Medium	Conduct a staff travel survey on employee commuting, to assess climate impact	Travel and Transport	Climate and Environment	01/02/24
Medium	Collect information on staff travel (business mileage) from payroll to enable accurate emissions reporting.	Travel and Transport	Corporate and Shared Services	01/02/25
Medium	Implement a real nappy initiative scheme	Waste, Recycling & Resource Management	Leisure, Waste and Street Scene	01/02/24
Medium	Reduce waste collected from households through kerbside collections	Waste, Recycling & Resource Management	Leisure, Waste and Street Scene	01/02/27
Medium	Increase our measured household recycling rate	Waste, Recycling & Resource Management	Leisure, Waste and Street Scene	01/02/27
Medium	Improve information, knowledge and advice to increase the recycling rate of municipal waste and reduce the amount of our waste that goes to landfill	Waste, Recycling & Resource Management	Leisure, Waste and Street Scene	01/02/27

Medium	Increase our recycling service for communal areas	Waste, Recycling & Resource Management	Leisure, Waste and Street Scene	01/02/27
Medium	Increase understanding and engagement in waste and recycling for local community and key stakeholders	Waste, Recycling & Resource Management	Leisure, Waste and Street Scene	01/02/27
Low	Agree scope 3 emissions approach and included emissions sources for reporting	All	Climate and Environment	01/02/25
Low	Establish data on F-gas emissions leakage from equipment and include in emissions reporting	All	Corporate and Shared Services	01/02/25
Low	Understand sources and availability of data for scope 3 reporting	All	Climate and Environment	01/02/25
Low	Engage with local businesses to explore ways the council could support them to have less climate impact	All	Leisure, Waste and Street Scene	01/02/25
Low	Commission a provider to offer expert net zero business planning advices to SMEs and access to capital match funding grants for implementation	Buildings	Jobs, Economy and Housing	01/02/24
Low	Promote high quality design in the Council's commercial estate that incorporates net gain to biodiversity	Buildings	Corporate and Shared Services	01/02/26
Low	Use EPC ratings to monitor our own Commercial estates	Buildings	Jobs, Economy and Housing	01/02/26
Low	Reduce the carbon emissions of the Council's commercial estate	Buildings	Corporate and Shared Services	2027 onwards
Low	Enhance environmental aspects of the Local Plan where possible to do so	Buildings	Planning	2027 onwards
Low	Support capital grant development (where government grant funding becomes available) to encourage businesses to lead in green credentials	Buildings	Jobs, Economy and Housing	2027 onwards
Low	Research external bodies and funding opportunities to support carbon reduction (e.g. Net Zero Enterprise Fund)	Community	Climate and Environment	01/02/24
Low	Complete adaptation risk registers for each service area	Community	Climate and Environment	01/02/25
Low	Enabling Communities to deliver climate change activities through Community Action Plans	Community	Climate and Environment	01/02/25
Low	Support and participate in the Cambridgeshire and Peterborough Combined Authority Climate Change Commission and Action Plan delivery	Community	Climate and Environment	01/02/27
Low	Deliver programme of biodiversity gain with the Cambridgeshire and Peterborough Combined Authority to include Community and Council Open Spaces	Nature	Leisure, Waste and Street Scene	01/02/25
Low	Identify actions to increase resilience to disruption to Council services from extreme weather	Nature	Climate and Environment	01/02/25
Low	Support delivery of the Great Fen	Nature	Planning	2027 onwards
Low	Undertake a behavioural study/survey on EV choices and charging in Huntingdonshire	Travel and Transport	Leisure, Waste and Street Scene	01/02/24
Low	Commission a feasibility study to look to expand the Council's existing network of EV Charging, exploiting any funding opportunities that become available	Travel and Transport	Leisure, Waste and Street Scene	01/02/24
Low	Develop an EV strategy for Huntingdonshire	Travel and Transport	Leisure, Waste and Street Scene	01/02/24
Low	Work with partners and responsible transport authorities to promote active, net zero carbon travel	Travel and Transport	Climate and Environment	2027 onwards
Low	Keep recycling contamination rate below 7%, through rigorous benchmarking and monitoring	Waste, Recycling & Resource Management	Leisure, Waste and Street Scene	01/02/24
Low	Engage with local businesses to explore ways the council could support them to reduce waste, recycle more	Waste, Recycling & Resource Management	Leisure, Waste and Street Scene	01/02/25

*Priority The priority order relates to the impact and hence importance in reducing the Council's carbon emissions



CLIMATE ADAPTATION TOOLKIT

For local authorities

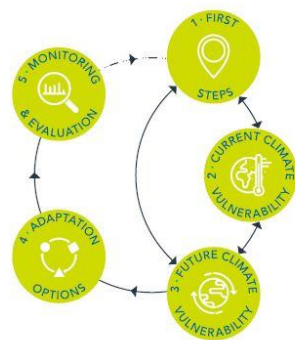


- CONTENTS
- INTRODUCTION
- 1 FIRST STEPS
- 2 CURRENT CLIMATE VULNERABILITY
- 3 FUTURE CLIMATE VULNERABILITY
- 4 ADAPTATION OPTIONS
- 5 MONITORING & EVALUATION
- RESOURCES
- GLOSSARY
- GET IN TOUCH

The Environment Agency's latest [Living Better with a Changing Climate](#) adaptation report, shows that England will inevitably face significant climate impacts, and that early action is essential.

We need to find creative solutions to the challenges that arise from these impacts, and take advantage of any opportunities – in short, we need to adapt.

ADAPTATION TOOLKIT



The Adaptation Toolkit is a 5-step process to help you prepare for the impacts the current and future climate could have on your organisation and the services you provide. Whether you are new to climate change, have started the adaptation journey, or are looking to further enhance your action on adaptation, the Toolkit can help you to:

- raise awareness and priority of local climate change risk management and adaptation measures you can take
- make the case for adaptation in your organisation, including assessing your vulnerability to climate change
- access information and resources to help you
- produce a climate risk register specific to your organisation
- develop a climate-adaptation/resilient strategy, programme and project
- embed climate adaptation into business as usual decision making and risk management, and written into council policy (all service areas)
- access a dynamic, simple and workable decision-making tool

This toolkit has been structured to guide you through each stage of developing a strategy and action plan for adaptation, as a facilitation tool that seeks to bridge the technical guidance from the Climate Change Risk Assessment 3 (CCRA) and the practicalities of local government. Each stage outlines what you can do, what information you need to gather, some guiding questions, and how to record the information. Whilst the toolkit is presented in a linear way, your actual adaptation decision making may require you to jump back and forth between stages. This toolkit is intended to be read and used alongside other existing guidance documents (including the CCRA) to aid you develop your understanding of climate risk and resilience for your organisation. There is a list of [resources available here](#).



Link to toolkit - [Climate Adaptation Toolkit - Local Partnerships](#)

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Huntingdonshire District Council

Annual Governance Statement 2020/21

Environmental pressures and sustainability challenges

Challenges to the long-term sustainability and attraction of our area.

There is growing recognition of the significant consequences of a failure to properly account for human actions, and wider climactic events which are becoming increasingly common. The national risk register includes flooding and severe weather events as risks that as a country we should prepare for. We also recognise the health impacts of pollution and poor human behaviour in terms of pollution and improper handling of waste as key challenges to the beauty and sustainability of our area.

2019/20 actions

✓

To maximise the recycling rate within our district, seeking to reduce contamination, and deliver the highest possible rate of recycling and reuse of our recycled materials.

✓

Develop proposals around improving the movement around the district, by way of modal shift and improved public transport. To promote sustainable transport options, including the provision of charging points for electric cars, and through encouraging walking and cycling as safe and practical alternate travel options.

✓

To ensure the Digital agenda remains at the core of new infrastructure projects, allowing for flexible working where possible, minimising the need for am/pm peak travel.

✓

Maximising the use of renewable energy technology in all suitable locations across the Council's assets and achievable land opportunities and pursue technologies that allow us to minimise use of utilities.

✓

Ensuring new residential developments are environmentally sustainable and make best consideration of key environmental factors during both the design and build stage and ongoing liveability.

✓

Maximising the impact of our green space, by investing in and expanding green spaces across the district and seeking to achieve net-gain biodiversity where possible.

2020/21 actions

✓

✓

✓

✓

✓

✓

-	Implementing a strategy to limit single use plastics across our estate. Removing such items from our cafes.	✓
✓	Working with parish and town councils to ensure that Neighbourhood Plans reflect the growing environmental and sustainability agenda.	✓
--	Working to understand our communities' ambitions on the sustainability agenda and supporting this through the way we undertake our business.	✓
--	Work with the CPCA to frame and deliver the ambition of the Climate Change Commission and the Electric Vehicle strategy.	✓

2020/21 achievements

A new Waste Minimisation Strategy and a Waste Minimisation Action Plan were approved at Cabinet in December 2020. Projects are in place to support the objects set out in the strategy:

- Reduce the amount of waste that is collected from households through our kerbside collections.
- Achieve a greater than 60% diversion of waste from landfill in line with the council's manifesto pledge.
- Improve the quality of the recycling material we collect by maintaining contamination levels below 7%.

Electrical Vehicle Charging points have been installed across car parks in St Neots, St Ives and Huntingdon. The charging points are already being used and have provided the following energy to vehicles so far: April: 836kWh, May: 324kW. With EV cars travelling between 2.8 & 3.5 miles per kWh, this means that our total of 1,160 kWh supplied has enabled over 3,248 miles of cleaner travel in the 5-6 weeks they have been in operation.

[Annual Governance Statement 2020/21 \(huntingdonshire.gov.uk\)](https://www.huntingdonshire.gov.uk)

Public
Key Decision - No

HUNTINGDONSHIRE DISTRICT COUNCIL

Title/Subject Matter: Pay Policy Statement 2023/2024

Meeting/Date: Employment Committee – 8 February 2023,
Full Council - 22 February 2023

Executive Portfolio: Cllr Martin Hassall, Executive Councillor for
Corporate and Shared Services.

Report by: Strategic HR Manager

Ward(s) affected: N/A

Executive Summary:

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

The Statement must be agreed by Full Council and published on our Website by 31st March 2023. It must set out the authority's policies relating to the remuneration of its chief officers, the remuneration of its lowest-paid employees and the relationship between the remuneration of chief officers and of other employees. Including the ratio of pay of the top earner and that of the median earner.

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

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

The Council is

RECOMMENDED

to approve the attached Pay Policy Statement for 2023/24

1. PURPOSE OF THE REPORT

- 1.1 The report draws the Employment Committee and then the Council's attention to the Annual Pay Policy Statement for 2023/24.

2. WHY IS THIS REPORT NECESSARY/BACKGROUND

- 2.1 The Localism Act 2011 requires each local authority to produce an annual Pay Policy Statement. The purpose of the Pay Policy Statement is to ensure transparency and accountability with regards to our approach to setting pay.
- 2.2 Employment Committee are asked to review and agree the Pay Policy statement, which can then be taken to full Council, before publication on our website by 31 March 2023.

3. KEY IMPACTS / RISKS

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

4. WHAT ACTIONS WILL BE TAKEN/TIMETABLE FOR IMPLEMENTATION

- 4.1 Employment Committee to review on 9th February, Full Council to review on 22nd February. Publication on HDC Website by 31st March 2023.

5. LIST OF APPENDICES INCLUDED

Appendix 1 –2023/24 Pay Policy Statement HDC

CONTACT OFFICER

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

PAY POLICY STATEMENT 2023 - 2024

1. Introduction and scope

1.1. This Pay Policy Statement is produced in accordance with the Localism Act 2011 and sets out Huntingdonshire District Council's approach, to ensure transparency and accountability with regards to setting pay.

1.2. The Pay Policy Statement identifies:

- The method by which salaries and severance payments are determined.
- The detail and level of remuneration of the council's most senior managers, that is the Managing Director and the Senior Leadership Team, which accords with the requirements of the Localism Act 2011.
- The detail and level of remuneration for the lowest level of post.
- The ratio of pay of the top earner and that of the median earner.

1.3. The localism Act refers to posts of Chief Executive, Chief Officer and Deputy Chief Officer (those that report to a Chief Officer). Whilst the Council does not employ any post with the designation Chief Officer or Deputy Chief Officer, it is considered for the purposes of this legislation that the definition relates to posts of Managing Director as Head of Paid Service; Directors: Assistant Directors; and Heads of Service.

1.4. This policy applies to those employed on Huntingdonshire District Council's terms and conditions of employment, whose remuneration (including rates of pay and terms and conditions) are determined by and within the control of the authority. It therefore doesn't apply to staff that transferred to the Council under TUPE as they retain their previous terms, conditions, and policies.

1.5. This updated Pay Policy Statement will be published on the Council's website as soon as possible following Full Council Approval and by 31 March 2023.

1.6. This Statement will be reviewed annually and amended as necessary to reflect the prevailing legislation at the time. The information and data in this Statement is current as of 30 January 2023. This Pay Policy Statement reflects the pay arrangements for the year up to 31 March 2024.

2. Remuneration

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

Appendix 1.

2.2. The salary scale is determined by the Job-evaluated grade and any salary progression is subject to exceptional performance and subject to affordability as outlined in the Councils Pay Policy.

2.3. The Council may apply a locally agreed cost of living pay award to the salaries.

2.4. The Council does not pay bonuses or offer any benefits in kind.

3. Senior Management Pay

3.1. Chief Executive/Managing Director

The Managing Director is the Council's Head of Paid Service. This salary is currently paid in line with the Council's pay scales grade MD (£129,756 - £146,319). Under current arrangements, any change to the pay level of the role of MD needs to be agreed by the Leader. The salary will attract a cost of living increase.

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

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

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

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

3.2 Other Senior Managers Pay

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

Directors

The salary scale is AD within the range £85,032 - £96,075

Assistant Directors:

The salary is a spot salary on SM plus grade £78,722

Heads of Service

The salary scale is SM within the range of £65,154 - £73,988

Section 151 Officer and Monitoring Officer

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

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

4 Remuneration of other employees

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

than their current grade, pay protection will apply for a period of one year (6 months at full pay, 6 months at half pay). Where a business case demonstrates a benefit to the council, and to mitigate against potential redundancies, the council may consider the application of pay protection two grades lower than current grade and pay protection in this instance will apply for 6 months (3 months full pay and 3 months half pay).

5. Lowest paid employees

- 5.1 For the purposes of the Pay Policy Statement, the Council's pay scales define the lowest paid employees as those whose salary falls within the lowest grade A, spinal column 4, with a salary of £18,329. Apprentices are not included within the definition of lowest paid employees.

6. Pay multiples

- 6.1 The idea of publishing the ratio of the pay of an organisation's top earner to that of its median earner (the person in the middle of all earners) has been recommended to support the principles of Fair Pay (Will Hutton 2011) and for transparency.
- 6.2 The council's Median Salary is based on the salary which is the numerical 'mid-point' when the organisations salaries are arranged from top to bottom in order of size. It is based purely on the actual salary assigned to the post (assuming the post is worked at 1 Full Time Equivalent). Salaries of vacant posts, Variable members of staff, contractors, and other non-employees are not used for the purposes of this calculation.

As at January 2023, the Council's full time equivalent **Median Pay**, was £24,433 (equating to spinal column point 16 on the Council's pay scale).

- 6.3 **Pay Ratio** The ratio of pay of the top earner in 2022/23 Managing Director and that of the median earner is 1 to 5.8. It is the Council's policy that the salary of the Managing Director will be no greater than 8x the median earner of the Council's workforce.

7. Pension provisions

- 7.1 The Local Government Pension Scheme (LGPS) is open to all employees up to 75 years of age and with a contract of more than 3 months' duration. Details are set out on the LGPS website.
- 7.2 No additional pension payment to the Local Government Pension Scheme is made to Chief Officers.
- 7.3 Employees have a right to belong to the Local Government Pension Scheme. The employee contribution rates, which are defined by statute, currently range between 5.5 per cent and 11.4 per cent of pensionable pay depending on full time equivalent salary levels. The employer contribution rates is fixed at 17.3%.

8 Severance provisions for all employees including Chief Officers

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

9 Publication of pay data

- 9.1 In accordance with the requirements of the Local Government Transparency Code 2015 and the Localism Act 2011. Details of the remuneration paid to all members of the Council Leadership Team can be found in the Council's annual statement of accounts.
- 9.2 In line with the Equality Act 2010 (Specific Duties and Public Authorities) Regulations 2017 which became effective 31st March 2017, the Council publishes its Gender Pay Gap reporting annually on the Council's website. The next report will be finalised and published in line with regulations by 30 March 2023.
- 9.3 The Localism Act 2011 requires relevant authorities to prepare a Pay Policy Statement for each subsequent financial year. Our next Statement is scheduled to be for 2024/25 and will be submitted to Full Council for approval by 31 March 2024.
- 9.4 Should it be necessary to amend this Pay Statement again during the year that it applies, an appropriate resolution will be made by Full Council.

Summary:

Date	January 2023
Related Legislation	Localism Act 2011
Replaces	Pay Policy Statement 2022/2023
Policy Author	Nicki Bane, Strategic HR Manager
Applies to	All employees of Huntingdonshire District Council

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**Public
Key Decision - No**

HUNTINGDONSHIRE DISTRICT COUNCIL

Title/Subject Matter:	Appointment of Independent Members to the Corporate Governance Committee
Meeting/Date:	Council – 22nd February 2023
Executive Portfolio:	Executive Councillor for Corporate & Shared Services, Councillor M Hassall
Report by:	Deborah Moss, Internal Audit Manager
Ward(s) affected:	All Wards

Executive Summary:

The purpose of this report is to seek Council's endorsement on the appointment of up to two Independent Members to the Corporate Governance Committee (CGC).

HDC's Corporate Governance Committee, which discharges responsibility as its audit committee, does not have an independent member. Following review and criticism of local audit and governance, Government reports and CIPFA position statements now recommend the appointment of at least one independent member, suitably qualified, to an audit committee (two members in the case of CIPFA's recommendation).

The government has further stated that it will be making audit committees, with at least one independent member, a mandatory requirement, once parliamentary time allows. Many councils have already appointed an independent member ahead of such mandatory requirement in the interest of good governance and transparency.

At the meeting of the Corporate Governance Committee held on 27th January 2023 Members approved the appointment of up to two Independent Members to the Committee and referral onto Council for a formal decision. At that meeting delegated authority was given to the Chair and Vice-Chair, in conjunction with the Corporate Governance Committee, to finalise the details of such a post ahead of the recruitment.

The Council is

RECOMMENDED

- (a) to approve the appointment of up to two non-voting Independent Members to the Corporate Governance Committee as set out in the report now submitted;**

- (b) to approve a variation to the membership of the Corporate Governance Committee as set out in Part 3 – Responsibility for Council Functions – of the Council’s Constitution as outlined in the report now submitted; and**
- (c) to make the necessary amendments to the Council’s Constitution.**

1. PURPOSE OF THE REPORT

- 1.1 The purpose of this report is to seek the Council's decision to approve the appointment of up to two non-voting Independent Members to the Corporate Governance Committee and to approve the necessary changes to the Council's Constitution.
- 1.2 A report recommending at least one independent member was presented to the Corporate Governance Committee at its meeting on 27th January 2023 and Members approved the principle and agreed that this be referred onto Council for a formal decision.
- 1.3 Although Members were supportive in principle of the recommendations, they raised a number of questions with regard to the details of the proposals. With this in mind and not wishing to add any unnecessary delay to the proceedings, it was agreed to give delegated authority to the Chair and Vice-Chair, in conjunction with the Corporate Governance Committee, to finalise the detail ahead of the recruitment process.

2. BACKGROUND

- 2.1 The CIPFA guidance for Audit Committees in Local Government states:
“Authorities and police audit committees should adopt a model that establishes the committee as independent and effective. The committee should:
- *act as the principal non-executive, advisory function supporting those charged with governance*
 - *in local authorities, be independent of both the executive and the scrutiny functions **and include an independent member where not already required to do so by legislation***
 - *have clear rights of access to other committees/functions, for example, scrutiny and service committees, corporate risk management boards and other strategic groups”*

- 2.2 The CIPFA self-assessment checklist states:

“consideration has been given to the inclusion of at least one independent member (where it is not already a mandatory requirement)”.

3. NATIONAL CONTEXT

- 3.1 There have been recent governance failures identified in statutory and non-statutory reviews and public interest reports across local government. The common theme running through each failure is a “significant weakness in governance”.
- 3.2 In September 2020, Sir Tony Redmond completed an independent review into the Oversight of Local Audit and the Transparency of Local Authority Financial Reporting which recommended, amongst many other recommendations to improve local audit governance, *“consideration being given to the appointment of at least one independent member, suitably qualified, to the Audit Committee”.*

- 3.3 In December 2021, the Department for Levelling Up, Housing and Communities (DLUHC), issued their formal response to the Redmond Review and issued a series of measures to be implemented.

Within Measure 2, relating to local bodies and quality of accounting preparation, DLUHC made the following commitments:

- DLUHC to provide funding of £45 million over the course of the next Spending Review periods to support local bodies with the cost of strengthening their financial reporting, new burdens related to appointment of **independent members** and other Redmond recommendation and increased auditing requirements.
- CIPFA to publish strengthened guidance on audit committees by April 2022. The guidance will emphasise the role that audit committees should have in ensuring accounts are prepared to a high standard, alongside broader changes including appointment of independent members. Following consultation, consider making the guidance, committees and the independent member statutory.
- DLUHC to provide Local Government Association sector grant for a number of targeted training events for audit committee chairs.

- 3.4 As a result of the measures introduced by DLUHC above, **CIPFA** released an updated version of its Position Statement on Audit Committees in Local Government in June 2022. The new Position Statement sets out the 'purpose, core functions and membership of the audit committee'. It states: *The audit committees of local authorities should include co-opted independent members in accordance with the appropriate legislation. Where there is no legislative direction to include co-opted independent members, CIPFA recommends that each authority audit committee **should include at least two co-opted independent members to provide appropriate technical expertise.***

- 3.5 More recent developments have been published as part of the Governments response to local audit reforms stating:

*"In September 2020, Tony Redmond's review into local government audit found that only 40% of audit committees interviewed had independent committee members, hindering transparent reporting. Responding to a consultation on Redmond review proposals, the government said the lack of independent members on council audit committees made them "anomalies" in the public sector. Fundamentally, it is important that councils, as with other public bodies, have appropriate measures in place: the government considers it proportionate to establish a simple principle that local authorities should have an audit committee, with at least one independent member. Mandating for audit committees would ensure widespread take-up, along with improved public accountability **Consequently, based on the consultation feedback, we will be making audit committees, with at least one independent member, a mandatory requirement, once parliamentary time allows**".*

4. ANALYSIS

- 4.1 A Council's Audit Committee should be independent of executive decision making and be able to provide objective oversight. It should have sufficient importance that its recommendations and opinions carry weight and have influence with the leadership team and those charged with governance. The Corporate Governance Committee is designated as the Council's "Audit" Committee.
- 4.2 To strengthen the Committee's standing further, it is proposed to co-opt at least one suitably qualified and experienced independent person who have specialist knowledge and insight, which, when partnered with elected Members' knowledge of working practices and procedures, will add to the deliberations of, and the overall effectiveness of the Committee. The injection of an external view can often bring a new approach to committee discussion.
- 4.3 The recruitment of independent co-opted Member(s) is supported by the Section 151 Officer.

The benefits of appointing an independent Member include:

- Bringing a new approach to committee discussion through the injection of a fresh perspective and challenge
 - Bringing additional knowledge and expertise to the committee
 - The Council accepting that strong and robust independent challenge to its internal control framework and wider governance processes, including financial reporting, risk management and the work of internal audit, will increase its effectiveness
 - Reinforcing the transparency and political neutrality of the committee
 - Maintaining continuity and corporate memory for the committee where its membership is affected by the electoral cycle. Independent appointments also send a powerful message to the electorate about both the openness of the Council and the independence of the committee.
- 4.4 There are several potential pitfalls in the appointment of an independent member that should be considered:
- potential over-reliance on the independent member by other audit committee members which can lead to a lack of engagement across the full committee
 - independent member lacking organisational knowledge or 'context' when considering reports or risk registers
 - effort that will be required from both the independent member and officers/staff to establish effective working relationship and establish appropriate protocols for briefings and access to information
 - finding that despite undertaking a rigorous appointment process, the person appointed are not suited to the role, requiring the selection process to be repeated
 - insufficient suitable applicants for the role.

Any Independent Member would be a co-opted member of the Corporate Governance Committee and have no voting rights.

5. CONSIDERATIONS

- 5.1 The Council's Constitution currently does not include provision for appointing co-optees to the Corporate Governance Committee.
- 5.2 CIPFA does acknowledge these limitations recommending that Local Authorities should have regard to section 13 of the Local Government Housing Act 1989 which relates to the voting rights on non-elected Committee Members.
- 5.3 At present there is no statutory requirement that determines local authorities must appoint Independent co-opted members – such appointments are a requirement for Police audit committees, English combined authorities and for local authorities in Wales, and it is usual practice for non-executive to be committee members in health and central government audit committees.
- 5.4 Members of the Corporate Governance Committee are supportive of seeking up to two Independent Members for the Committee
- 5.5 Whilst CIPFA proposes two independent members, it is currently proposed to recruit one member initially with future consideration for an additional member in a year's time. This will then allow a cover for crossover of current terms of office of District Councillors and allow for continuity and committee knowledge/memory to continue.

6. APPOINTMENT PROCESS

- 6.1 To avoid any delay in the appointment process the Corporate Governance Committee has delegated authority to the Chair and Vice-Chair in conjunction with the Corporate Governance Committee to finalise the details.
- 6.2 The selection process will be undertaken by an Appointments Panel comprising the Chair and Vice Chair of the Committee, Head of Finance and Resources and the Internal Audit Manager. Recruitment would be on a competitive basis, including an open advertisement and interviews.
- 6.3 Confirmation of the level of remuneration for such a role is still to be determined, although currently there is no budgetary provision.

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

- 7.1 Local Authorities are accountable to their communities for the money they spend. They are required under law to ensure they provide value for money and to achieve this they require a governance framework that supports a culture of transparent decision making and accountability.

- 7.2 The appointment of up to two Independent Members would enhance and support the independent and transparent assurances provided by the Corporate Governance Committee.
- 7.3 The Corporate Governance Committee is a key component of the Council's corporate governance framework and so helps to deliver the Corporate Plan priority of delivering an efficient and effective Council.

8. CONSULTATION

- 8.1 In line with the Account and Audit regulations for 2020/21.

9. LEGAL IMPLICATIONS

- 9.1 Section 102(3) of the Local Government Act 1972 stipulates that a committee which discharges a function of the Council can include co-opted members, except where it is a committee set up to regulate and control the finance of the local authority.
- 9.2 Section 13(1) of the Local Government and Housing Act 1989 provides that a co-opted member of a committee established under section 102 of the Local Government Act 1972 as a committee that is discharging the functions of the Council, must be a non-voting member.
- 9.3 The Corporate Governance Committee discharges some functions of the Council (the review and approval of annual statements of accounts and approval of a draft annual governance statement). Therefore, whilst co-opted members can be appointed to the Committee, they are unable to be given voting rights. Their involvement would be in a consultative manner, with their views being taken into account by voting members of the Committee.
- 9.4 The Constitution will need to be amended to allow for the co-option of an independent member to the Committee. It is proposed that the Committee's terms of reference be amended to allow for the appointment of up to two co-opted independent, non-voting members.
- 9.5 The Local Authorities (Members' Allowances) (England) Regulations 2003 permit the Council to pay an allowance to a co-opted member of a committee.
- 9.6 Any advertisement and subsequent assessments would be carried out in accordance with the Council's recruitment processes. This seeks to ensure that the process is conducted in a manner that does not lead to discrimination.
- 9.7 The Council's Constitution provides the framework from within which it conducts its business. It describes who is responsible for making decisions and how decisions are made. The Council may amend its Constitution at any time to keep it up to date to reflect changes in the law or changes to Council policy and procedure.

9.8 The Constitution does not currently allow for Independent Members to be appointed to the Committee. It would need to be amended to allow for their inclusion.

10. RESOURCE IMPLICATIONS

10.1 There is currently no specific budget for the payment of any allowances to an Independent Member.

11. REASONS FOR THE RECOMMENDED DECISIONS

11.1 At present there is no statutory requirement to determine that local authorities must appoint Independent co-opted members.

11.2 There are both positive and cautionary reasons for such an appointment and decisions of this nature need to take account of each local authority's own circumstances.

11.3 The national landscape and direction of the government would indicate that greater accountability for public audit to support of audit committees, through co-opting independent members, will become a mandatory requirement.

12. BACKGROUND PAPERS

CIPFA Position Statement on Audit Committees in Local Government 2022.

Sir Tony Redmond's report on Oversight of Local Audit and the Transparency of Local Authority Financial Reporting

District Council's Constitution

CONTACT OFFICER

Deborah Moss, Internal Audit Manager

Tel No: 01480 388475

Email: deborah.moss@huntingdonshire.gov.uk



**CAMBRIDGESHIRE
& PETERBOROUGH**
COMBINED AUTHORITY

Cambridgeshire & Peterborough Combined Authority Reports from Constituent Council Representatives on the Combined Authority

Audit and Governance Committee
13 January 2023 and 27 January 2023
Councillor S J Corney

Overview and Scrutiny Committee
10 January 2023 and 23 January 2023
Councillor D B Dew
Councillor M Hassall

Combined Authority Board
25 January 2022
Councillor S J Conboy

The above meetings have taken place in January 2023.

Audit and Governance Committee – 13 and 27 January 2023

The Audit and Governance Committee met on 13 January 2023 and 27 January 2023; the decision summaries are attached as appendices 1 and 2.

Overview and Scrutiny Committee – 10 and 23 January 2023

The Overview and Scrutiny Committee met on 10 January 2023 and 23 January 2023; the decision summaries are attached as appendices 3 and 4.

Combined Authority Board – 25 January 2023

The Combined Authority Board met on 25 January 2023; the decision summary is attached as Appendix 5.

The agendas and minutes of the meetings are on the Combined Authority's website
– Link in the appendices.

Audit and Governance Committee Decision Summary

Meeting: 13 January 2023
 Agenda/Minutes: [Audit and Governance Committee](#)
 Chair: John Pye (Chair and Independent Person)

Summary of decisions taken at this meeting.

Item	Topic	Decision [<i>None of the decisions below are key decisions</i>]
1	Apologies and Declarations of Interests	Apologies were received from Councillor Wilson and Councillor Ali No disclosable interests were declared.
2	Chair's Announcements	Members were instructed to disregard Chapters 4 and 7 of Appendix 2 (working copy of the revised Constitution) as the Governance Arrangements Report, which detailed a proposed new committee structure, meant that further amendments to these chapters of the Constitution would be required. The subsequent amendments would be reported to the committee at a later date.
3.	Procurement Policy	<p><u>RESOLVED:</u></p> <p>1. That the Audit & Governance Committee submit the following feedback to the Combined Authority Board ahead of their review of the policy at their meeting on 25 January 2023.</p> <p>a) That the impact of the new procurement policy needed to be monitored over the first year to see if there were any adverse consequences; either to value for money or on fair competition.</p> <p>b) That the policy should include an annual review of the nature and size of contracts.</p>

Item	Topic	Decision <i>[None of the decisions below are key decisions]</i>
		<p>c) That the policy should define what is meant by a 'local supplier'.</p> <p>d) That every effort should be made to minimise the bureaucracy of the procurement process in order to aid small businesses.</p>
4.	Revisions to the Constitution	<p><u>RESOLVED:</u></p> <ol style="list-style-type: none"> 1. That the Monitoring Officer be invited to redraft some sections of the Constitution, as outlined in the feedback given to the Combined Authority Board, to improve clarity and avoid ambiguity. 2. That the draft be reviewed for grammatical and spelling errors, and for consistency of language eg. the use of Combined Authority or Combined Authority Board 3. That the committee's comments on the revisions to the Constitution be fed back to the Board ahead of their meeting on 25 January 2023.
5.	Governance Arrangements	<p><u>RESOLVED:</u></p> <ol style="list-style-type: none"> a) That the committee's comments on the governance arrangements, be fed back to the Combined Authority Board ahead of their meeting on 25 January 2023. b) There was confusion about the way that the voting arrangements were articulated in the draft. The committee could not support the proposals as currently presented, ie that only Members of the Board would be entitled to vote, as their understanding was that the new thematic committees were there to reduce the workload of the Combined Authority Board. However, the

Item	Topic	Decision [<i>None of the decisions below are key decisions</i>]
		<p>committee was supportive of the general move to thematic committees and the delegation of work <i>if</i> they were given the ability to vote.</p> <ol style="list-style-type: none"> 1. The terminology be reviewed so that there was a consistent approach rather than, for example, the alternating use of thematic, and executive, committees. 2. The Monitoring Officer confirmed that under the terms of the 2017 order that combined authorities were unable to pay allowances. However, in order to assist the constituent councils with their own remuneration deliberations, the Cambridgeshire and Peterborough Combined Authority should provide assessments of the work involved in committee roles. 3. The Combined Authority Board would have to take particular care of conflicts of interest when ratifying the appointments of chairs of the committee, given that constituent councils were likely to put forward members with experience and ability in these roles who likely sat on other committees and boards. 4. It was not clear how the concept of informal advisory groups would work in practice and how they linked in with the committees. It was felt it would be useful to include information on who calls for these groups, how their brief was set and how they were organised. It was suggested that in six months' time and in the light of some experience, further clarity on their operation should be provided. 5. The Combined Authority Board needed to establish resource requirements and make suitable financial provision to deliver the governance requirements. 6. The Key Functions of the Combined Authority Board (as shown in Appendix A to the report) be amended so that they better captured the requirements of

Item	Topic	Decision <i>[None of the decisions below are key decisions]</i>
		<p>the authority's response to the concerns expressed in the external auditor's letter of 1 June 2022. These include:</p> <ul style="list-style-type: none"> a. That the Combined Authority Board's responsibility for driving performance of key deliverables and performance measures for good growth be elevated to a key function and included in the list (a)- (q) and reflected throughout the terms of reference. b. A dynamic element to the key functions be included so that for example (a) should read to set, <i>review, keep up to date and revise</i> the long-term vision of the Combined Authority. c. That a substantive reference to communication and consultation be included as, for example, consultation on the budget was a statutory responsibility d. That the wording of (n) - to exercise general power of competence - be exemplified with a much clearer and stronger statement as to its meaning. <p>7. The voting arrangements of the Combined Authority Board be explained and set out in the Terms of Reference.</p>
11.	Date and Time of Next Meetings	<p>Friday 27 January 2023 10.00am</p> <p>Venue: Pathfinder House, Huntingdon</p>

Audit and Governance Committee Decision Summary

Meeting: 27 January 2023
 Agenda/Minutes: [Audit and Governance Committee](#)
 Chair: John Pye (Chair and Independent Person)

Summary of decisions taken at this meeting.

Item	Topic	Decision [<i>None of the decisions below are key decisions</i>]
1	Apologies and Declarations of Interests	Apologies were received from Councillors Harvey, Brown, Ali and Wilson. No disclosable interests were declared.
2	Chair's Announcements	On Tuesday 24 th January the Combined Authority was notified by the Department for Levelling Up, Housing and Communities (DLUHC) of a Best Value Notice. Audit and Governance members were sent an email by the Chief Executive on Tuesday evening to notify them of this. The notice clarified more formally DLUHC concerns, already shared with the Combined Authority following the Ernst and Young Auditor's letter issued to the Combined Authority on 1st June 2022. The Member Behaviour – Lessons Learned Review that was due to come to the meeting had been withdrawn. The Monitoring Officer felt that it would not have been an effective report as there were items that could not be currently disclosed. The Chair agreed that this report would come instead to a later meeting, after the code of conduct investigation had been concluded
3	Minutes of the Previous Meeting and Action Notes	RESOLVED: a) That the minutes of the meetings held on 2 December 2022 and 13 January 2023 be approved.

Item	Topic	Decision [<i>None of the decisions below are key decisions</i>]
		b) That the Action Log be noted.
4.	Improvement Framework	<p><u>RESOLVED</u> That the committee:</p> <p>a) Recommend that future IIB Highlight reports to the Audit & Governance Committee mark progress against the concerns outlined in the External Auditor's letter of 1 June 2022.</p> <p>b) Note the Improvement Framework Report that was presented to the Combined Authority Board on 25 January 2023.</p>
5.	Internal Audit Progress Report	<p><u>RESOLVED:</u></p> <p>a) That the Internal Audit progress report against the audit plans for 2021/22 and 2022/23 as provided by the Combined Authority's internal auditors, RSM, be noted.</p>
6.	External Audit Plan	<p><u>RESOLVED:</u> That the committee:</p> <p>a) Recommend that the terms of reference of the new Shareholder Board be reviewed to ensure that they sufficiently consider the risk highlighted in the External Auditor's Plan in regard to the recoverability of long-term investment with subsidiary entities.</p> <p>b) Note the initial audit plan for the financial year 2021/22 as provided by the Combined Authority's external auditors, Ernst and Young LLP.</p>

Item	Topic	Decision <i>[None of the decisions below are key decisions]</i>
7.	Climate Action Plan	<p><u>RESOLVED:</u></p> <p>That the committee:</p> <p>a) Note the revised Terms of Reference for the Climate Working Group.</p>
8.	Review of Corporate Risk Register and Risk Register Improvements	<p><u>RESOLVED:</u></p> <p>That the committee:</p> <p>a) Note the Risk Management process update following the recent Internal Audit Report of Risk Management.</p> <p>b) Note the full Risk Register and accompanying narrative.</p>
9.	Code of Conduct, Social Media and Monitoring Officer Protocols	<p><u>RESOLVED</u></p> <p>That the committee:</p> <p>a) Note the Code of Conduct complaint information.</p> <p>b) Support and recommend to the Board the Social Media Protocol.</p> <p>c) Support and recommend to the Board the Monitoring Officer Protocol.</p>
10.	Information Governance Update	This item was withdrawn due to time constraints and would be rescheduled.
11.	Revisions to the CPCA Constitution	<p><u>RESOLVED:</u></p> <p>That the committee:</p>

Item	Topic	Decision <i>[None of the decisions below are key decisions]</i>
		a) Supports and recommends the revisions to the Constitution detailed in this report to the next meeting of the Combined Authority Board.
12.	Work Programme	<p><u>RESOLVED:</u></p> <p>That the committee:</p> <p>a) Notes the current work programme for the Audit and Governance Committee for the 2022-23 municipal year.</p>
13.	Date and Time of Next Meetings	<p>Friday 24 March 2023 10:00am</p> <p>Venue: Pathfinder House, Huntingdon</p>

Overview and Scrutiny Committee Decision Summary

Meeting: 10 January 2023
 Agenda/Minutes: [Overview and Scrutiny Committee](#)
 Chair: Lorna Dupré

Summary of decisions taken at this meeting.

Item	Topic	Decision <i>[None of the decisions below are key decisions]</i>
1&2.	Apologies & Declarations of Interest	<p>Apologies were received from Councillors Dupre, Goldsack and Dew.</p> <p>Councillor Cane attended as a substitute for Councillor Dupre and Councillor Count as a substitute for Councillor Goldsack.</p> <p>In Councillor Dupre's absence, Councillor Sharp, the Vice-Chair, took on the role of Chair for the meeting.</p> <p>There were no declarations of interest.</p>
3.	Minutes of the previous meeting and Action Log	<p><u>RESOLVED</u></p> <p>That the minutes of the meeting held on 28 November 2022 be approved as a correct record and that the Action Log be noted.</p>
5.	Budget and Medium-Term Financial Plan (MTFP) Consultation	<p><u>RESOLVED:</u></p> <p>The committee resolved to submit the following recommendations to the Combined Authority Board as their formal response to the consultation:</p> <p>That:</p>

Item	Topic	Decision <i>[None of the decisions below are key decisions]</i>
		<ol style="list-style-type: none"> <li data-bbox="855 264 1977 743">1. The CPCA Board should commit to maintaining at least the current level of spending on bus services for the next two years. The board is best placed to decide how to source this funding which would be c£14m (£7m per annum). This commitment would give some assurance to residents that they can continue to travel to work and school, and to access services, and that the Cambridgeshire and Peterborough Combined Authority had a credible, fit for purpose transport system on which residents could depend. This guarantee on funding should be given whilst longer term solutions for delivering services, such as franchising, are explored. The Combined Authority Board should be mindful that in the current climate bus operators could be expected to be further supported by Combined Authority subsidy and therefore maintaining the current level of spending did not necessarily guarantee the same level of services. <li data-bbox="855 783 1977 887">2. The Board should keep a particularly close eye on the risk of slippage on capital projects and review the work of Internal Audit so that where issues are identified they can establish how best to address and overcome them. <li data-bbox="855 927 1977 1110">3. The Overview and Scrutiny Committee review in advance the process and methodology of any future proposed MTFP consultation. Oversight by the Committee will ensure that the questions asked are focussed and prioritise the CPCA's vision and strategy and will also allow members to make recommendations to encourage greater engagement by the public. <li data-bbox="855 1150 1977 1254">4. If the organisation aspires to delivering more ambitious projects that will be reliant on government funding, then the budget for securing this funding needs to be increased. <li data-bbox="855 1294 1977 1361">5. The impact on social inequalities and the environment should be evident in all CPCA funding decisions.

Item	Topic	Decision <i>[None of the decisions below are key decisions]</i>
		6. If the Board decide that a Mayoral Precept is the best option to raise funds then it should identify and guarantee what the money raised will be spent on. E.g. It has been identified that a precept of £12 per household at Band D council tax (with corresponding amounts for higher and lower bands) would raise the £3.5 million that it is estimated will be needed to maintain the current level of bus services.
11.	Date and Time of Next Meeting	Monday 23 January 2023 at 11am.

Overview and Scrutiny Committee Decision Summary

Meeting: 23 January 2023
 Agenda/Minutes: [Overview and Scrutiny Committee](#)
 Chair: Lorna Dupré

Summary of decisions taken at this meeting.

Item	Topic	Decision <i>[None of the decisions below are key decisions]</i>
1&2.	Apologies & Declarations of Interest	Apologies were received from Councillors Harvey, Van de Weyer, Miscandlon and Smith. Councillor Fane attended as a substitute for Councillor Harvey. There were no declarations of interest.
3.	Minutes of the previous meeting and Action Log	<u>RESOLVED</u> That the minutes of the meeting held on 10 January 2023 be approved as a correct record and that the Action Log be noted.
5.	Improvement Framework	<u>RESOLVED:</u> That the Improvement Framework report going to the Combined Authority Board on 23 January 2023 be noted and that the following feedback be submitted to the Board: a) On reviewing the new governance arrangements that form part of the Improvement Plan, the committee highlighted the need for Overview and Scrutiny to be fully integrated with the new committee structure, and for members to be fully engaged and informed.

Item	Topic	Decision <i>[None of the decisions below are key decisions]</i>
		<p>b) In order to fulfil a developing role, the information provided to the Overview and Scrutiny Committee needed to be much more timely. The move to a Forward Plan giving up to six months' notice of items of business was welcomed and would aid the Committee to look ahead for priority strands of work.</p> <p>c) There was concern about the possible risk of non-alignment of the LTCP with emerging government guidance and although officers allayed concerns to a degree and stated that there were unlikely to be any surprises, the Board would need to be mindful of governmental delays impacting the pace of the Improvement Plan's implementation in this regard.</p> <p>d) The Mayoral Ambition Statement and the Combined Authority's Corporate Strategy needed to be triangulated with the objectives of government as without this alignment there was a danger that the funding to deliver projects would not be forthcoming.</p> <p>e) Given the focus on the Bus Strategy, more realistic timescales for bus franchising needed to be set. The Chief Executive outlined to members that in two years' time the Combined Authority could be at the point of agreeing the business case for franchising but then there would need to be another period of time to implement plans and put in place the considerable number of staff that would be needed. The Chief Executive also referenced the need to factor in any unforeseen financial risk should the bus franchising operation not go to plan. This could further delay decision making or potentially derail the project if this underwriting of financial risk was not accepted by the CPCA. It was felt that this detail and nuance was not coming through in reports and documents.</p>

Item	Topic	Decision <i>[None of the decisions below are key decisions]</i>
		f) The committee noted the number of amber ratings in the report and would ask Board members to consider whether they were content that these were just due to a change of scope and more realistic timelines, or whether there were any other issues that should be of concern.
6.	Local Transport and Connectivity Plan	<p><u>RESOLVED:</u></p> <p>That the committee:</p> <p>1. Note the report which provides an update on the local Transport and Connectivity Plan, specifically in relation to the DfT guidelines deadlines and progress to date.</p>
7.	Demand Responsive Transport	<p><u>RESOLVED:</u></p> <p>That the committee:</p> <p>1. Note the report which provides an update on the Combined Authority's use of Demand Responsive Transport (DRT) and the Ting trial in particular</p>
8.	Budget Scrutiny – Responses to the Consultation	<p><u>RESOLVED:</u></p> <p>That the responses to the consultation be noted.</p>
10.	Combined Authority Board Agenda	Members did not put forward any questions to be asked at the CA Board meeting on 25 January 2023.
10.	Overview and Scrutiny Work Programme	<p><u>RESOLVED:</u></p> <p>a) That the draft work programme as shown at Appendix 1 be noted.</p> <p>b) That the February reserve meeting date be used for a virtual session to discuss how Overview and Scrutiny will operate within the new committee structure and the development of strategic objectives.</p>

Item	Topic	Decision <i>[None of the decisions below are key decisions]</i>
11.	Date and Time of Next Meeting	Monday 20 March 2023 at 11am.

Combined Authority Board Decision Summary

Meeting: 25 January 2023
Agenda/Minutes: Combined Authority Board
Chair: Mayor Nik Johnson

Summary of decisions taken at this meeting.

Part 1 - Governance Items

1.1 Announcements, Apologies for Absence and Declarations of Interest

Apologies for absence were received from Mayor Dr Nik Johnson and Police and Crime Commissioner Darryl Preston, substituted by Deputy Police and Crime Commissioner John Peach.

Declarations of interest were made by Alex Plant in relation to Item 4.1: Climate and Strategy Business Case January 2023, in that his employer Anglia Water is a landowner; and by Councillor C Boden in relation to Item 5.2: Bus Assessment Framework and Tendering of Services, in that he is a trustee of one of the service providers. Councillor Boden did not speak or vote on Item 5.2, recommendation b).

1.2 Combined Authority Membership Update January 2023

It was resolved to:

- a) Ratify the appointments by South Cambs District Council of Cllr Natalie Warren-Green as the member and Cllr Peter McDonald as the substitute on the Skills Committee for the remainder of the municipal year 2022/23.

- b) Ratify the appointment by South Cambs District Council of Cllr Brian Milnes as the substitute member for Transport and Infrastructure Committee for the remainder of the municipal year 2022/23.
- c) Ratify the appointments by Peterborough City Council of Cllr Marco Cereste as the member and Cllr Jackie Allen as the substitute on the Housing Committee for the remainder of the municipal year 2022/23.
- d) Note the appointment by Peterborough City Council of Cllr Sainsbury as the substitute on the Combined Authority Board for the remainder of the municipal year 2022/23.
- e) Note the appointment by South Cambs District Council of Cllr John Williams as the substitute member for the Employment Committee for the remainder of the municipal year 2022/23.
- f) Note the appointment by Cambridgeshire County Council of Cllr Michael Atkins as the substitute member for the Audit and Governance Committee for the remainder of the municipal year 2022/23.
- g) Note the appointment of John O'Brien as the non-voting co-opted member representative for the Integrated Care System for the remainder of the municipal year 2022/23.
- h) Note the appointment by Peterborough City Council of Cllr Oliver Sainsbury as the member and Cllr Wayne Fitzgerald as the substitute member of the Employment Committee for the remainder of the municipal year 2022/23.

1.3 Minutes – 30 November 2022 and Action Log

The minutes of the meeting on 30 November 2022 were approved as an accurate record and signed by the Statutory Deputy Mayor. The Action Log was noted.

1.4 Petitions

No petitions were received.

1.5 Public Questions

There was one public question from Kelly Whitley, local resident. A copy of the question and response (when published) are available to view [here](#).

Part 2 – Finance

2.1 Mayor’s Draft Budget and Mayoral Precept 2023-24 (KD2022/064)

It was resolved to:

- a) Consider the proposal to implement a Mayoral General Precept of £12 (Band D).
- b) Approve the Mayor’s draft budget for 2023-24 incorporating the Mayoral General Precept

2.2 2023/24 Budget and Medium-term Financial Plan 2023 to 2027 (KD2022/063)

It was resolved to:

- a) Approve the amount and apportionment of the Transport Levy for the 2023-24 financial year, incorporating a 2% increase, as set out below:

Total Levy: £13,494,390

- i) Peterborough City Council £3,615,714
 - ii) Cambridgeshire County Council £9,878,676
- b) Approve the revenue budget for 2023/24 and the Medium-Term Financial Plan 2023/24 to 2026/27.

- c) Approve the Capital Programme 2023/24 to 2026/27
- d) Note the Section 73 Officer's statutory Section 25 Statement

2.3 Budget Monitoring Report

It was resolved to:

- a) Note the financial position of the Combined Authority for the year to date.

2.4 Cambridgeshire and Peterborough Combined Authority Corporate Strategy and Business Plan 2023-2025

It was resolved to:

Approve the Cambridgeshire and Peterborough Combined Authority Corporate Strategy and Business Plan 2023-2025.

Part 3 – Improvement

3.1 Combined Authority Monthly Highlights Report: January 2023

It was resolved to:

Note the content of this report.

3.2 Improvement Plan Update - December 2022

It was resolved to:

- a) Note the progress against the Corporate Improvement Plan in December 2022.
- b) Note the outcome from the inaugural meeting of the Independent Improvement Board held on 17 January 2023.
- c) Note the proposals for a three-month assessment of progress against the key deliverables identified in the Chief Executive's assessment.

3.3 Combined Authority Governance Arrangements

With the consent of the Board, this report was deferred to the meeting on 22 March 2022.

Part 4 – Combined Authority Decisions

4.1 Climate and Strategy Business Case January 2023 (KD2022/082)

It was resolved to:

Approve the Business Case for Meanwhile at Core Site, North East Cambridge project and approve £1.0m from capital and £120k revenue from the subject to approval line in the medium term financial plan (MTFP).

4.2 Market Towns Programme – Approval of Project Proposals (Funding Call 9 – January 2023) (KD2022/077)

It was resolved to:

- a) Approve the project proposal received under Market Towns Programme from East Cambridgeshire District Council for the town of Littleport to the sum of £1,000,000;

- b) Approve the project proposal received under Market Towns Programme from Fenland District Council for the town of Whittlesey to the sum of £260,000;
- c) Note that the Whittlesey Town Projects proposal will be reviewed and agreed by CPCA Programme Audit & Risk Committee (PARC) to the sum of £195,000;
- d) Approve the request received from Fenland District Council to extend the grant longstop completion date for the Fenland Market Town Parking Management project from 31st March 2024 to 31st December 2025.

4.3 Cambridgeshire and Peterborough Growth Company Business Plan 2022-2023

It was resolved to:

- a) Approve the Growth Company Business Plan for 2023.
- b) Give consent for the updated business plan to be adopted by the Cambridgeshire and Peterborough Growth Company Ltd.

4.4 University of Peterborough - Finalisation and completion of legal documentation for the Peterborough HE Property Company (PropCo1)

It was resolved to:

Delegate authority to the Director of Housing and Development, in consultation with the Monitoring Officer and the Deputy Finance Officer, to sign a Development Management Agreement between CPCA and PropCo1 (Peterborough HE Property Company Limited).

4.5 University of Peterborough - finalisation and completion of legal documentation for the Peterborough R&D Property Company (PropCo2)

It was resolved to:

Delegate authority to the Director of Housing and Development, in consultation with the Monitoring Officer and Chief Finance Officer, to sign a Development Management Agreement between the CPCA and PropCo2 (Peterborough R&D Property Company Limited).

Part 5 – Transport and Infrastructure Committee Recommendations to the Combined Authority

5.1 Local Transport and Connectivity Plan January 2023

It was resolved to:

Approve the drawdown of £100,000 of STA funding, and the application of a £178.5k ringfenced grant received from the Department for Transport (DfT), to undertake the next stages of the Local Transport and Connectivity Plan (LTCP).

5.2 Bus Assessment Framework and Tendering of Services (KD2022/084)

It was resolved to:

- a) Note the outline programmes for the continued development of the Bus Strategy, the review of the Bus Franchising business case, and refreshed Bus Service Improvement Plan programme and the additional resources being used to accelerate this work;
- b) Approve the procurement and retrospectively approve retendering of the services provided by the 6 contracts as listed at 2.10 of this report. To also approve the budget for these services.

- c) Approve the extension of the current 23 contracts with providers for a period of 12 months subject to budget approval for these services. These contracts will be reviewed as part of a full review of services;
- d) Feedback on the development of the Local Bus Service Assessment Framework; and
- e) Approve the reappointment of the current suppliers for the provision of the ENTCS (English National Concessionary Travel Scheme). In addition to approve the budget for this service.
- f) Delegate authority to the Interim Head of Transport to enter into contracts with successful bidders as at recommendation b), to enter into contracts to extend the period as stated at recommendation c) and to enter into contracts with the suppliers as at recommendation e).

5.3 A1260 Nene Parkway J32/2 Full Business Case (KD2022/062)

It was resolved to:

- a) Approve the Full Business Case in Appendix 1.
- b) Approve the drawdown of £5,850,000 from the subject to approval line in the MTFP to begin construction
- c) Approve £3,441,880 from the Transforming Cities Fund programme also for construction of this scheme.
- d) Delegate authority to the Interim Head of Transport in consultation with the Chief Finance Officer and Monitoring Officer to enter into a Grant Funding Agreement with Peterborough City Council.

5.4 March Area Transport Study: Broad Street Construction Funds (KD2022/067)

It was resolved to:

- a) Approve the drawdown of £4,149,825 for the construction of MATS Broad Street.
- b) Approve the drawdown of £300,000 for the completion of the FBC 2.

- c) Delegate authority to the Interim Head of Transport in consultation with the Chief Finance Officer and Monitoring Officer to enter into Grant Funding Agreements with Cambridgeshire County Council.

5.5 Fengate Phase 1 Construction Funds (KD2022/068)

It was resolved to:

- a) Approve the drawdown of £6,665,696 to construct the Fengate Access Study Improvement Schemes.
- b) Delegate authority to the Interim Head of Transport in consultation with the Chief Finance Officer and Monitoring Officer to enter into Grant Funding Agreements with Peterborough City Council.

5.6 Local Transport Model Full Business Case (KD2022/079)

It was resolved to:

- a) Agree the full business case for the Transport Model including the timeline and future arrangements for the delivery of the Model.
- b) Approve the drawdown of £1.721m allocated within the Medium-Term Financial Plan for the delivery of the model.

5.7 Authorisation of expenditure on ZEBRA zero emissions buses project (KD2022/080)

It was resolved to:

Approve capital expenditure of £2,994,000 of funds allocated to the approved ZEBRA Business Case

Part 6 – Skills Committee Recommendations to the Combined Authority

6.1 ARU Peterborough Phase 3 Full Business Case and monitoring arrangements for the new University (KD2022/051)

It was resolved to:

- a) Approve the University of Peterborough Phase 3 Living Lab, Full Business Case.
- b) Note the following next steps for the development of a University Programme Business Case:
 - i. In consultation with the University partners and shareholders of PropCo1 and PropCo2, review governance arrangements with a view to developing a programme related governance structure.
 - ii. Preparation of the Campus Outline Planning Application for the potential future ambition.
 - iii. Further progress update against progress measures agreed with partners including outline for the University of Peterborough Programme Business Case.

6.2 Wave 4 Skills Bootcamps (KD2022/074)

It was resolved to:

- a) Accept the Grant Funding from the Department of Education in the sum of £2,878,150.00 to deliver Wave Four Skills Bootcamps for the 2023-2024 financial year.
- b) Approve an addition of a corresponding budget for delivery of the Wave Four Skills Bootcamps in the 2023-2024 budget.
- c) Delegate authority to the Interim Associate Director of Skills, in consultation with the Chief Finance Officer and Monitoring Officer to:

- i. enter into, sign and award grant agreements or awards to training providers to deliver Wave Four Skills Bootcamps with existing providers, where procurement regulations allow and enter into contracts with new providers for Wave Four following an appropriate procurement exercise, and
- ii. where appropriate, extend contracts with existing providers.

Part 7 – Governance Reports

7.1 Constitution Review

With the consent of the Board, this report was deferred to the meeting on 22 March 2022.

7.2 Procurement Policy

It was resolved to:

- a) Approve the attached procurement policy.
- b) Delegate authority to the Monitoring Officer in consultation with the Chief Finance Officer/S.73 Officer and the Chief Executive Officer to amend the policy when the expected changes in law come into force, later this year.

7.3 Implementation of Subsidy Control Act 2022

It was resolved to:

- a) Note the commencement of the UK Subsidy Control Regime on 4th January 2023 and the implications of this for the Combined Authority;

- b) Subject to (c) below, unanimously agree the delegation of authority to each of the Combined Authority's Executive Directors to sign off Subsidy Control Assessments on behalf of the Combined Authority in consultation with the Monitoring Officer and Chief Finance Officer, and to note that such delegation will be added to the Standing List of Delegations to Officers contained in the Constitution

- c) Approve the delegation of authority to the Combined Authority's Chief Executive in consultation with the Mayor, the Monitoring Officer and Chief Finance Officer to sign off Subsidy Control Assessments for subsidies that are subject to referral to the national Subsidy Advice Unit, and to note that such delegation will be added to the Standing List of Delegations to Officers contained in the Constitution

7.4 Forward Plan January 2023

It was resolved to approve the Forward Plan for January 2023.

DECEMBER 2022

19. DEVELOPMENT MANAGEMENT COMMITTEE

- ❖ 4 Applications requiring Reference to Development Management Committee
- ❖ Appeal Decisions

JANUARY 2023

4. OVERVIEW AND SCRUTINY (PERFORMANCE AND GROWTH)

- ❖ Huntingdonshire Local Plan Review and Proposed Update
- ❖ Statement of Community Involvement 2023
- ❖ Sustainability Appraisal Scoping Report
- ❖ Great Gransden Neighbourhood Plan
- ❖ Huntingdonshire Place Strategy Update
- ❖ Work Programme

5. OVERVIEW AND SCRUTINY (ENVIRONMENT, COMMUNITIES AND PARTNERSHIPS)

- ❖ Climate Strategy
- ❖ Work Programme

23. DEVELOPMENT MANAGEMENT COMMITTEE

- ❖ 5 Applications Requiring Reference to Development Management Committee
- ❖ Appeal Decisions

24. CABINET

- ❖ Climate Strategy
- ❖ Huntingdon Place Strategy Update
- ❖ Huntingdonshire Local Plan Review and Proposed Update
- ❖ Statement of Community Involvement 2023
- ❖ Sustainability Appraisal Scoping Report
- ❖ Great Gransden Neighbourhood Plan Examination Outcome and Progression to Referendum

25. CORPORATE GOVERNANCE COMMITTEE

- ❖ Update on Code of Conduct and Register of Disclosable Pecuniary Interests
- ❖ Implementation of Internal Audit Actions
- ❖ Appointment of an Independent Member to the Corporate Governance Committee
- ❖ Corporate Governance Committee Progress Report

FEBRUARY 2023

1. OVERVIEW AND SCRUTINY (PERFORMANCE AND GROWTH)

- ❖ Final 2023/24 Revenue Budget & Medium-Term Financial Strategy (2024-25 to 2027/28); including the Capital Programme
- ❖ 2023/24 Treasury Management, Capital and Investment Strategies
- ❖ Finance Performance Report (Q3)
- ❖ Corporate Performance Report 2022/23 (Quarter 3)
- ❖ Review of Representations on Outside Bodies and Internal Drainage Boards
- ❖ Discussion with Executive Councillor for Leisure, Waste and Street Scene
- ❖ Work Programme

2. OVERVIEW AND SCRUTINY (ENVIRONMENT, COMMUNITIES AND PARTNERSHIPS)

- ❖ Business Rates Discretionary Rate Relief Policy
- ❖ One Leisure and Burgess Hall Progress Review
- ❖ Work Programme

6. CABINET

- ❖ Final 2023/24 Revenue Budget & Medium-Term Financial Strategy (2024/25 to 2027/28); including the Capital Programme
- ❖ 2023/24 Treasury Management, Capital and Investment Strategies
- ❖ Business Rates Discretionary Rate Relief Policy
- ❖ Corporate Performance Report 2022/23, Quarter 3
- ❖ Finance Performance Report 2022/23, Quarter 3
- ❖ Review of Representatives on Outside Bodies and Internal Drainage Boards

7. EMPLOYMENT COMMITTEE

- ❖ Workforce Report, Quarter Three 2022-23
- ❖ Pay Policy Statement 2023/24
- ❖ New Policy – Time off for Trade Union Duties

13. SENIOR OFFICERS COMMITTEE

- ❖ Recruitment of Corporate Director (Place) (Exempt Item)

20. DEVELOPMENT MANAGEMENT COMMITTEE

- ❖ 5 Applications Requiring Reference to the Development Management Committee
- ❖ Appeal Decisions

Public
Key Decision - No

HUNTINGDONSHIRE DISTRICT COUNCIL

Title/Subject Matter: Representation of Political Groups on District Council Committees and Panels.

Meeting/Date: Council – 22 February 2023.

Report by: Elections and Democratic Services Manager.

Ward(s) affected: All.

Executive Summary:

The Local Government and Housing Act 1989 and associated Regulations describe arrangements for achieving a balance on Committees etc, to reflect the representation of political groups and independent Members on the District Council. The Act requires the District Council to review the representation of different political groups at the time when the Authority holds its Annual Meeting and as soon as practicable and over one month after the last review if the Proper Officer receives a request to undertake a further review of the allocation of seats given a change to membership of a political group.

Since the last review was undertaken at the Council meeting on 18th May 2022, notification has been received from Councillor D B Dew that he wished to resign from the Conservative Group and has joined the membership of the Liberal Democrat Group.

The Council is

RECOMMENDED

to determine the allocation of seats on District Council Committees/ Panels to political groups and to the non-aligned Members in accordance with the distribution illustrated in the attached Appendix and to note the requirements for appointments to advisory/sub-groups etc, in paragraph 5.3.

1. INTRODUCTION

- 1.1 The Local Government and Housing Act 1989 and associated Regulations describe arrangements for achieving a balance on Committees etc, to reflect the representation of political groups and independent Members on the District Council. The Act requires the District Council to review the representation of different political groups at the time when the Authority holds its Annual Meeting and as soon as practicable and over one month after the last review if the Proper Officer receives a request to undertake a further review of the allocation of seats given a change to membership of a political group. Councillor D B Dew has indicated that he wished to resign from the Conservative Group and has joined the membership of the Liberal Democrat Group.

2. PRINCIPLES OF PROPORTIONALITY

- 2.1 Members are reminded that in performing the duty to review representation, the Council must, so far as reasonably practicable, only determine the allocation of seats having regard to the following principles –
- ◆ that not all the seats are allocated to the same political group;
 - ◆ that the majority of seats are allocated to the political group which forms a majority of the Council's membership; and
 - ◆ that the number of seats allocated is in the same proportion as is borne by the number of Members of a political group to the membership of the Council.
- 2.2 Currently it is open to the Council to approve alternative arrangements otherwise than in accordance with the principles of proportionality providing that the alternative arrangements are approved without any Member voting against them.

3. CONSTITUTION OF POLITICAL GROUPS

- 3.1 Following the change in political membership of the Conservative Group and Liberal Democrat Group, the constitution of political groups on the Council is as follows:-

Name of Group	No. of Members
Conservative	21
HDC Independent Group	15
Liberal Democrat	11
Labour	4
Green	1

- 3.2 The membership of groups in proportion to the total membership of the Council is therefore as follows:-

	%
Conservative	40.38
HDC Independent Group	28.85
Liberal Democrat	21.15

Labour	7.69
Green	1.92

4. LOCAL GOVERNMENT ACT 2000

- 4.1 Under the Local Government Act 2000, the proportionality requirements do not apply to the Cabinet or to any Sub-Groups or Sub-Committees, which the Cabinet may appoint. Appointment of the Cabinet also lies with the Executive Leader of the Council. The number of seats to which the Council can appoint to is 72
- 4.2 The following requirements of the Act also need to be adhered to by the Council in determining the membership of Panels, etc. –
- ◆ the Cabinet may not include either the Chair or Vice-Chair of the Council;
 - ◆ Overview and Scrutiny Panels may not comprise any Member of the Cabinet;
 - ◆ the Executive Leader, Deputy Executive Leader and any Member of the Cabinet shall not be elected as Chair of any Committee or Panel other than any that may be appointed by the Cabinet.
- 4.3 The Constitution also provides for the Development Management Committee, Licensing and Protection Committee, the Employment Committee and the Licensing Committee to include the relevant Executive Councillor within their respective membership.

The Constitution provides that every Member of the Council shall be appointed to serve on a minimum of one Overview and Scrutiny Panel, or Committee of the Council or the Cabinet.

5. PROPORTIONALITY

- 5.1 Excluding the Cabinet, the aggregate number of seats on Committees is now 72. Using the proportionality percentage referred to in paragraph 3.2 and rounding up or down as appropriate, produces the following entitlement –

	Seats
Conservative Group	29
HDC Independent Group	21
Liberal Democrat Group	15
Labour Group	6
Green	1

- 5.2 Applying the principles of the Act and, similarly, rounding the figures as necessary, gives the distribution as set out in the Appendix.
- 5.3 The principles of proportionality apply similarly to advisory/sub-groups appointed or nominated by committees and regard must be given to the following examples of entitlements to seats:-

No. of Members on Sub-Group, etc	Proportion of Members from Political Groups				
	Cons	HDC Independent	Lib Dem	Labour	Green
3	1	1	1	0	0
4	2	1	1	0	0
5	2	2	1	0	0
6	3	2	1	0	0
7	3	2	1	1	0
8	3	2	2	1	0
9	4	3	2	0	0
10	4	3	2	1	0

- 5.4 The Cabinet may not delegate any of its functions to non-Cabinet Members. Therefore any Sub-Group of the Cabinet that is exercising any decision-making powers delegated to it by the Cabinet must only include Cabinet Members. This does not prevent any Advisory Group appointed by the Cabinet that has no decision-making powers and whose terms of reference are merely advisory from including non-Cabinet Members.

6. REASONS FOR THE RECOMMENDED DECISIONS

- 6.1 The Council is invited to determine the allocation of seats on District Council Committees, as a result of a change in political membership of the Conservative Group and Liberal Democrat Group, to political groups and to the non-aligned Members in accordance with the distribution illustrated in the attached Appendix and to note the requirements for appointments to advisory/sub-groups etc, in paragraph 5.3. The proportionality requirements do not apply to the Cabinet and its membership will be determined by the Executive Leader
- 6.2 The opportunity otherwise is available currently to allocate seats in accordance with an alternative arrangement, with the exception of the Cabinet, provided this arrangement is approved by the Council with no Member voting against.

7. LIST OF APPENDICES INCLUDED

Appendix A - Schedule of Allocations

BACKGROUND PAPERS

Local Government and Housing Act 1989
 Local Government Act 2000
 Localism Act 2011
 District Council Constitution

CONTACT OFFICER

Lisa Jablonska
Elections and Democratic Services Manager
☎ (01480) 388004

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APPENDIX A – SCHEDULE OF ALLOCATIONS

Committee / Panel	No. of Seats*	No. of Ex-officio	Title of Ex-officio	Cons	HDC Ind Group	Lib Dem	Lab	Green	Cons	HDC Ind Group	Lib Dem	Lab	Green
Corporate Governance Committee	12	0		4.85	3.46	2.54	0.92	0.23	5	4	2	1	0
Development Management Committee	16	1	Not defined	6.46	4.62	3.38	1.23	0.31	6	4	4	1	1
Employment Committee	8	1	Not defined	3.23	2.31	1.69	0.62	0.15	3	2	2	1	0
Licensing & Protection Committee / Committee	12	1	Not defined	4.85	3.46	2.54	0.92	0.23	5	4	2	1	0
Overview & Scrutiny Panel (Performance and Growth)	12	0		4.85	3.46	2.54	0.92	0.23	5	4	2	1	0
Overview & Scrutiny Panel (Customers and Partnerships)	12	0		4.85	3.46	2.54	0.92	0.23	5	3	3	1	0
TOTAL	72	3							29	21	15	6	1

** The allocation of these seats must be balanced so that the total entitlement to seats on each group is not exceeded.*

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