

AGENDA

CABINET

MONDAY, 25 JANUARY 2021

4.00 PM

**VIA ZOOM VIDEO CONFERENCING
SYSTEM**

Committee Officer: Linda Albon
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Due to the COVID-19 outbreak and the restrictions by the Government on gatherings of people, this meeting will be conducted remotely using the Zoom video conferencing system. There will be no access to this meeting at the Council offices, but you can view the meeting on YouTube, apart from any items marked confidential.

YouTube Link: <https://youtu.be/OyiDR4eI8Bs>

- 1 To receive apologies for absence
- 2 Previous Minutes (Pages 3 - 4)

To confirm the minutes of the meeting held 12 January 2021.
- 3 To report additional items for consideration which the Chairman deems urgent by virtue of the special circumstances to be now specified
- 4 To receive members' declaration of any interests under the Local Code of Conduct or any interest under the Code of Conduct on Planning Matters in respect of any item to be discussed at the meeting
- 5 Project Update - Growing Fenland & CCC Capital Community Fund (Pages 5 - 44)

This report gives an update on the progress of funding bids submitted to both schemes including any resulting capital or revenue implications for the Council should the bids be successful.

6 Council Tax Support Scheme 2021/22 (Pages 45 - 76)

To consider the outcome of the consultation process on potential changes to the Council Tax Support Scheme for 2021-22 and to recommend to Council the final scheme for implementation with effect from 1 April 2021.

7 Fees and Charges (Pages 77 - 100)

To receive the recommendations of the Overview and Scrutiny Panel's consideration of the Fees and Charges for 2021/22.

8 Draft 6 Month Cabinet Forward Plan (Pages 101 - 102)

For information purposes.

9 Items which the Chairman has under item 3 deemed urgent

Friday, 15 January 2021

Members: Councillor C Boden (Chairman), Councillor Mrs J French (Vice-Chairman), Councillor I Benney, Councillor S Clark, Councillor Miss S Hoy, Councillor Mrs D Laws, Councillor A Lynn, Councillor P Murphy, Councillor C Seaton and Councillor S Tierney

CABINET



TUESDAY, 12 JANUARY 2021 - 4.00 PM

PRESENT: Councillor C Boden (Chairman), Councillor Mrs J French (Vice-Chairman), Councillor I Benney, Councillor S Clark, Councillor Miss S Hoy, Councillor Mrs D Laws, Councillor P Murphy, Councillor C Seaton and Councillor S Tierney

OFFICERS IN ATTENDANCE: Amy Brown (Chief Solicitor and Deputy Monitoring Officer), Peter Catchpole (Corporate Director and Chief Finance Officer), Dan Horn (Head of Housing and Community Support), Paul Medd (Chief Executive) and Carol Pilson (Corporate Director and Monitoring Officer)

CAB46/20 PREVIOUS MINUTES

The minutes of the meeting held 14 December 2020 were approved.

CAB47/20 SOCIAL HOUSING DECARBONISATION FUND DEMONSTRATOR PROJECT

Members considered the Social Housing Decarbonisation Fund Demonstrator Project report presented by Councillor Clark.

Members made comments, asked questions and received responses as follows:

1. Councillor Mrs French asked if Clarion has the expertise and proper workforce to carry out this project in view of previous problems regarding maintenance of their properties over the years as this is a lot of money. She is pleased that the tenants will benefit, but what disruption will they have? Councillor Clark responded that she was hopeful that Clarion would be able to undertake this project and we will be looking at how they deal with it.
2. Councillor Benney said he did not think that for the money Clarion would be able to undertake this project with the workforce they have, and they should be able to buy in that expertise. There will be short term disruption and upheaval, but tenants will gain the benefits of lower heating bills. It does not come across in the report about how much this project will improve the quality of life for tenants. This is an excellent project and he hopes it will be rolled out in a cost-effective manner.
3. Councillor Boden said we should be proud that Fenland will be taking part in this project and it is a sign of confidence that we are able to do this. He added that it was an important point made by Councillor Clark in the report that we are de-risking this so far as legal liabilities are concerned, and this is vital throughout the project. It is an interesting demonstrator project and will be good to see what learning will come from this and how it is converted into something on scale at a national level.
4. Councillor Seaton said we are the stewards of the money therefore he would like to know how it is being allotted to Clarion, i.e. upfront or as work is undertaken. What are the checks and balances from our point of view, even though we are risk free, that the money is being spent in the right way? Dan Horn responded that the monies would be linked to payment of invoices received as works are completed. There will be checks and balances on that work linked to the legal and financial risks that will be part of the overall agreement.

Cabinet AGREED to:

- **Note the successful bid for funding from the BEIS in the sum of £4,492,676.75 to assist in the delivery of the Social Housing Decarbonisation Fund Demonstrator Project;**
- **Authorise Fenland District Council's entry into BEIS' Memorandum of Understanding at Appendix A of this Report;**
- **Authorise officers to enter into all required legal and financial documentation necessary to give effect to this decision to include a separate grant funding agreement with Clarion Housing to be approved in consultation with the Cabinet Members for Social Housing and Leisure, Housing and Transformation and Communication.**

CAB48/20 DRAFT 6 MONTH CABINET FORWARD PLAN

Councillor Boden presented the Cabinet Forward Plan for information.

4.12 pm

Chairman

Agenda Item No:	5	
Committee:	Cabinet	
Date:	25 January 2021	
Report Title:	Project Update - Growing Fenland & CCC £5m Communities Capital Fund	

1 Purpose / Summary

Significant capital funding has recently been made available to Fenland District Council via the following schemes:

- Cambridgeshire & Peterborough Combined Authority (CPCA) Market Towns Initiative (which has been given the working title of Growing Fenland)
- Cambridgeshire County Council (CCC) £5m Capital Communities Fund

This report gives an update on the progress of funding bids submitted to both schemes including any resulting capital or revenue implications for the Council should the bids be successful.

2 Key issues

- The CPCA has made funding available through their Market Towns Initiative to deliver the priorities outlined in the Growing Fenland town plans.
- Changes to the original programme included:
 - Capital funding available has doubled to £1m (ring-fenced for each town).
 - Deviation from the approved Growing Fenland plans will be permitted if linked to supporting recovery from the COVID-19 pandemic.
 - An element of match funding will be required.
 - FDC were originally the accountable body for all funding received, but each application is now being reviewed to enable funding to go straight to third parties who are best placed to deliver specific projects.
 - Capital funding to be spent by March 2022.
- The funding made available through the CCC £5m Capital Communities Fund also requires an element of match funding.
- This report provides an update on projects at various stages of submission to both funding streams.
- A number of these projects may link to other initiatives, such as the Local Economic Recovery Strategy.
- It should be noted that some of the projects submitted through both initiatives relate to FDC owned assets and some projects may require capital or revenue contributions from the FDC capital or revenue budget either immediately or in future.
- Other projects are requesting match funding from FDC's revenue budget as set out in the recommendations below.

3 Recommendations

To note the content of the report and projects due to be submitted to the next CPCA Board Meeting on 27.01.21 as set out in appendix E.

CCC Capital Communities Fund:

- No further action required

Growing Fenland:

- Capital and/or revenue costs as set out below were approved at the FDC Cabinet meeting held on 14 December 2020. However, Cabinet members are asked to note confirmations of CPCA funding requested in the table below.
- The Chatteris Skills Development submission will now be deferred to the March CPCA Board Meeting as additional information has been requested.
- In addition, a submission has been made to the CPCA for the £900,000 match funding element of the March Future High Street Bid as detailed in point 5.13 and 5.16 in this report and shown in the 2nd table below. Cabinet are asked to consider and approve this additional submission to the CPCA.

TOWN	PROJECT	CPCA FUNDING REQUESTED	CAPITAL COST IMPLICATIONS FOR FDC	REVENUE COST IMPLICATIONS FOR FDC (PER YEAR)	PROJECT TO BE DELIVERED BY
Chatteris (To be deferred to March CPCA Board Meeting)	Chatteris Skills Development	£36,178	£0	£0	Stainless Metalcraft & Cambridge-shire Skills
Whittlesey	Business Capital Grants Scheme	£124,331	£0	£0	FDC
Wisbech	Wisbech Water Park	£147,500	Circa £125,000 (please note point 5.14 in main report)	£0 (please note point 5.14 in main report)	FDC & Wisbech Town Council
Wisbech	Football Counters	Confirmed as £19,500 (previously estimated at circa £50,000)	£0	£0	Wisbech Town Council
Wisbech	Replacement Shopwatch Radios	Confirmed as £33,800 (previously estimated at circa £60,000)	£0	£0	Wisbech Town Council

Wisbech	Business Capital Grants Scheme	Confirmed as £200,000	£0	£0	FDC
Joint project for all 4 towns	Civil Parking Enforcement	Confirmed as £400,000	To be confirmed	To be confirmed	FDC

Additional bid submission not detailed in Cabinet report tabled on 14 December 2020:

TOWN	PROJECT	CPCA FUNDING REQUESTED	CAPITAL COST IMPLICATIONS FOR FDC	REVENUE COST IMPLICATIONS FOR FDC (PER YEAR)	PROJECT TO BE DELIVERED BY
March	Match Funding for March future High Street Fund Project	£900,000	£0	£0	FDC

Wards Affected	All wards
Forward Plan Reference	
Portfolio Holder(s)	Cllr Chris Boden - Leader of the Council Cllr Jan French - Deputy Leader of the Council Cllr Ian Benney - Portfolio Holder for Economic Growth
Report Originator(s)	Paul Medd - Chief Executive Carol Pilson - Corporate Director Peter Catchpole - Corporate Director Jo Blackmore - Executive Officer
Contact Officer(s)	Paul Medd - Chief Executive Carol Pilson - Corporate Director Peter Catchpole - Corporate Director Jo Blackmore - Executive Officer

Background Paper(s)	<p><u>Cambridgeshire & Peterborough Combined Authority Board Meeting minutes - 28.03.18</u></p> <p>Growing Fenland reports tabled at FDC Cabinet meeting held on 09.01.20:</p> <p><u>Growing Fenland Town Reports</u></p> <p><u>Growing Fenland Overarching Strategic Report</u></p> <p>Details of Cambridgeshire County Council £5m Communities Capital Fund</p> <p><u>CCC £5m Capital Community Fund</u></p>
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4 Background

- 4.1 Significant capital funding has recently been made available to Fenland District Council via the following schemes:
- Cambridgeshire & Peterborough Combined Authority (CPCA) Market Towns Initiative (which has been given the working title of Growing Fenland)
 - Cambridgeshire County Council (CCC) £5m Capital Communities Fund
- 4.2 This report gives an update on the progress of funding bids submitted to both schemes as well as any resulting capital or revenue implications for the Council should the bids be successful.

5 Growing Fenland

Introduction

- 5.1 Following a successful pilot scheme undertaken in St Neots, the Cambridgeshire & Peterborough Combined Authority (CPCA) Board committed to provide funding to create a masterplan for growth for each market towns within the CPCA area (as recorded in the actions from the [CPCA Board meeting held on 28.03.18](#)).
- 5.2 With the aim of bringing jobs, infrastructure and growth the Fenland area, the masterplans would also enable each of our towns to become and remain "vibrant and thriving places" in their own right whilst helping to boost the local and regional economy. The recent COVID-19 pandemic has brought a sharper focus to this work as communities and businesses adapt to new ways of working, shopping and socialising in the midst of a recession.
- 5.3 A commitment of £50k was made by the CPCA to produce a masterplan for each town. In Fenland, funding was originally provided for Chatteris, March and Whittlesey only (£150k in total) due the ongoing Wisbech 2020 Vision work. However, a decision was later made to include Wisbech in the process and a further £50k was committed to the Fenland project.
- 5.4 The master planning project was given a working title of 'Growing Fenland' which linked the proposed growth of the local economy to our important agricultural heritage.
- 5.5 Four town masterplans were produced, following the process outlined in the '[Growing Fenland - Town Reports](#)' paper tabled at the FDC Cabinet meeting held on 09 January 2020.
- 5.6 All four town reports were approved at number of formal meetings from October 2019 to January 2020 which included:
- All four town council meetings
 - FDC Cabinet meeting (09.01.20)
 - CCC Communities & Partnership Committee (23.01.20)
 - CPCA Board Meeting (29.01.20)

CPCA Market Towns Initiative Funding

- 5.7 At the start of the project, the capital funding due to be made available by the CPCA was thought to be in the region of £50k per town. However, the Board of the CPCA

[unanimously approved revised plans for their Market Towns Programme](#) at their board meeting held on 3 June 2020.

5.8 Changes to the original programme included:

- Capital funding available was doubled to £1m (ring-fenced for each town)
- Deviation from the approved Growing Fenland plans would be permitted if linked to supporting recovery from the COVID-19 pandemic
- An element of match funding would be required
- FDC will be the accountable body for all funding received
- Capital funding to be spent by March 2022

5.9 Further information on the CPCA Market Towns Programme can be found in the following documents:

- CPCA Market Towns Programme Investment Prospectus - June 2020 (appendix A)
- Guidance for Market Town Funding Applications - June 2020 (appendix B)
- CPCA Market Towns Programme Funding Application Form (appendix C)

Growing Fenland bids

5.10 The Growing Fenland Town Teams have been meeting regularly to discuss and submit bid applications to the CPCA to draw down the £1m funding allocated to each town.

5.11 A number of bids have already been successful, and they are shown in the table below (for further details, please see appendix D attached):

TOWN	PROJECT	CPCA FUNDING ALLOCATED	DATE OF DECISION BY CPCA	PROJECT TO BE DELIVERED BY
Whittlesey	Interactive Flood Signs*	£56,500	30.09.20	CCC / Whittlesey Town Council
Wisbech	Wisbech Market Place Enhancement Scheme*	£200,000	30.09.20	Wisbech Town Council
Chatteris	Chatteris Town Centre Renaissance Fund**	£100,000	25.11.20	Chatteris Town Council
Whittlesey	Whittlesey Heritage Visitor Centre**	£500,000	25.11.20	Whittlesey Town Council
Whittlesey	Whittlesey Heritage Walk**	£218,169	25.11.20	FDC / Whittlesey Town Council

*For further details on bid submissions, please see the Projects Update report tabled at the FDC Cabinet Meeting held on 21.10.20.

**For further details on bid submissions, please see the agenda pack for the [CPCA Board Meeting held on 25.11.20](#).

- 5.12 The **Wisbech Water Park** proposal was deferred prior to the CPCA meeting on 25 November 2020 as additional information was requested. This information has been collated and re-submitted with the original bid ready for the next CPCA Board Meeting scheduled for 27 January 2021 (please also see point 5.14 below).
- 5.13 Further bids are due to be submitted to the next CPCA Board Meeting scheduled for 27 January 2021 (for more detail, please see appendix E attached). The capital and revenue expenses for FDC are shown below:

TOWN	PROJECT	CPCA FUNDING REQUESTED	CAPITAL COST IMPLICATIONS FOR FDC	REVENUE COST IMPLICATIONS FOR FDC (PER YEAR)	PROJECT TO BE DELIVERED BY
March	Match funding for March Future High	£900,000	£0	£0	FDC

	Street Fund project				
Whittlesey	Business Capital Grants Scheme	£124,331	£0	£0	FDC
Wisbech	Wisbech Water Park	£147,500	Circa £125,000 (please note point 5.14 below)	£0 (please note point 5.14 below)	FDC / Wisbech Town Council
Wisbech	Footfall Counters	Confirmed as £19,500 (previously estimated at circa £50,000)	£0	£0	Wisbech Town Council
Wisbech	Replacement Shopwatch Radios	Confirmed as £33,800 (previously estimated at circa £60,000)	£0	£0	Wisbech Town Council
Wisbech	Business Capital Grants Scheme	Confirmed as £200,000	£0	£0	FDC
Joint project for all 4 towns	Civil Parking Enforcement	Confirmed as £400,000	£0	£60,000 to £90,000 p.a. (TBC)	FDC

- 5.14 It should be noted that the expected lifespan of the **Wisbech Water Park** equipment is around 10 years. To replace the equipment at the end of its useful life is likely to cost circa £125,000 and it is recommended that FDC acknowledge this and review in line with its asset management plans in place for Parks and Open Spaces and will be subject to funding availability at the time. Wisbech Town Council will underwrite all revenue costs (which was agreed at the Wisbech Town Council meeting held on 14.12.20).
- 5.15 Potential revenue implications for the Civil Parking Enforcement scheme are still being finalised.
- 5.16 The application for match funding towards to the March Future High Street Fund project has been submitted following the receipt of an In-Principle offer letter from the Ministry of Housing and Local Government (MHCLG) for £6,447,129 of funding for ambitious plans submitted earlier in the year. Further work will need to be completed before the government funding is officially allocated to this scheme, including confirmation of match funding available.
- 5.17 Cabinet approved the capital and/or revenue costs associated with each project at their meeting held on 14 December 2020 (with the exception of March Future High Street Fund Match Funding request). However, Cabinet are asked to note the confirmation of

capital funding amounts requested and approve the additional funding request for match funding for the March Future High Street Fund project.

- 5.18 Cabinet members are also advised that the Chatteris Skills Development Project detailed in the previous Cabinet reports tabled on 14 December 2020 will now be deferred to the March CPCA Board Meeting as additional information has been requested.

Growing Fenland - next steps

- 5.19 Completed bid documents will be submitted to the CPCA Board meeting scheduled for 27 January 2021 as outlined above, once any revenue and capital costs are approved by FDC Cabinet. Links to documents submitted to the CPCA Board meeting scheduled for 27 January 2021 will be circulated to Cabinet members.
- 5.20 The outcome of these bid submissions will be included in the next Projects Update Report presented to Cabinet members.
- 5.21 Details of bids due to be submitted to subsequent CPCA meetings will be brought to an FDC Cabinet meeting prior to submission to the CPCA.

6 Cambridgeshire County Council £5m Communities Capital Fund

Background

- 6.1 A £5m fund aimed at creating opportunities and improving lives and skills across Cambridgeshire was launched by Cambridgeshire County Council (CCC) on 7 April 2020.
- 6.2 Bid submissions were welcomed if they could demonstrate that they would:
- bring people together and involve them in the design and implementation
 - improve local places and spaces that are important to communities
 - help to address local priorities, e.g. increasing skills, reducing loneliness, improving physical and mental health
 - improve access to new or existing services or activities, e.g. sports, leisure, education
 - demonstrate match funding - this could include in kind contributions, land transfer etc
 - minimise any potential impact on carbon emissions
- 6.3 Bids could be submitted by any voluntary, community organisation or social enterprise alongside public bodies such as district, parish and town councils, schools or any other organisation that could demonstrate how their project would benefit Cambridgeshire residents.

Submission process

- 6.4 Each bid could apply for up to £500,000 of capital funding. Bids were to be considered on a 'first come, first served' basis.
- 6.5 CCC requested that bids were submitted via the local county councillor or community champion.
- 6.6 An expression of interest was submitted initially, and a more detailed business case was requested if the project passed the first stage. For further detail, please see appendix F attached.

Projects submitted to the CCC £5m Communities Capital Fund

- 6.7 A number of projects were submitted to the CCC £5m Communities Capital Fund. A summary of the successful projects is shown in appendix G attached.
- 6.8 Cabinet are asked to note the following updates on 2 of the projects being delivered by FDC in partnership with other stakeholders:
- **West End Park, March**
Procurement of materials and labour for the skate park fencing, improvements to the Park Run surface and tarmac path from park entrance to bandstand has been completed. Works have started in the park following the Christmas break with completion expected in a few weeks' time.

The play area extension is awaiting the results of a supplementary 3rd party funding bid outcome
 - **Wisbech Park Pavilion**
The cost of this project is likely to be £500,000. A bid for additional funding from the CPCA as part of the Growing Fenland project may be submitted, depending on the outcome of other bids for the town.
- 6.9 The CCC £5m Communities Capital Fund is now closed to any further Expressions of Interest having been oversubscribed.

7 Effect on corporate objectives

- 7.1 The corporate objectives which link to the Growing Fenland project area as follows:

7.2 Communities

- Support vulnerable members of our community
- Promote health & wellbeing for all
- Work with partners to promote Fenland through culture and heritage
- **Environment**
 - Work with partners and the community on projects that improve the environment and our street scene
 - Work with partners to keep people safe in their neighbourhoods by reducing crime and anti-social behaviour and promoting social cohesion
- **Economy**
 - Attract new businesses, jobs and opportunities whilst supporting our existing businesses in Fenland
 - Promote and enable housing growth, economic growth and regeneration across Fenland
 - Promote and lobby for infrastructure improvements across the district

8 Conclusions

- 8.1 Attracting funding to deliver the priorities outlined in the Growing Fenland Town Reports is key to driving economic growth whilst celebrating the unique character and strengths of each individual area.

- 8.2 The CCC £5m Communities Capital Fund has provided additional opportunities to deliver projects that will benefit the local community.
- 8.3 Projects that are successfully funded through these funding streams will help to deliver many of the Council's corporate objectives as well as a number of targets set out within the [CPCA's Business Plan for 2020/21](#).
- 8.4 Further update reports will be tabled at future Cabinet meetings to ensure that any capital and/or revenue costs taken from FDC budgets can be considered.

APPENDIX A

CPCA MARKET TOWNS PROGRAMME INVESTMENT PROSPECTUS - JUNE 2020

INTRODUCTION – GROWING THE CAMBRIDGESHIRE & PETERBOROUGH SUB-ECONOMIES

The Market Towns Programme is a substantial commitment being made between the Combined Authority and the local areas, with scope to develop key market towns for significant impacts on the growth of sub-economies. Successful delivery of the programme will have positive benefits to residents, businesses, and workers within the CPCA area.

The Combined Authority is committed to the future prosperity and success of every market town in the county and is investing in making this a reality through working closely with Town Councils, District Councils' and local partners across Huntingdonshire, Fenland and East Cambridgeshire to deliver eleven Masterplans for key market towns. The Market Towns Programme was piloted in St Neots as part of the Mayor's 100 Day Plan.

LOCAL INDUSTRIAL STRATEGY PRIORITIES

The Market Towns Programme endorses Mayor Palmer's target for the region, to double its Gross value added (GVA) over the next twenty years. For this to be achieved, the areas market towns will be required to 'do their bit' to improve the three economies.

The LIS has detailed the key areas of action needed to support the Combined Authority's devolution deal commitment to doubling the size of the Cambridgeshire and Peterborough economy. It has identified the key strengths and challenges of the distinct sub economies of the Fens, Greater Peterborough and Greater Cambridge, detailing the strategy for supporting broad-based growth and spreading prosperity to more people.

A commitment was made by the CPCA to produce a Masterplan for each of the key market towns (based on new research and analysis required to deliver the bold growth ambitions) and their interventions hereby enshrine the importance of inclusive growth, in line with CPIER and LIS recommendations.

Applicants will need to demonstrate how they help deliver against LIS priorities through capital investment that will:

- Further develop infrastructure through planned transport, digital and energy interventions across the Combined Authority partnership.
- Deliver integrated approaches to business support, ensuring businesses and potential businesses have the access to the right kind of space, access to growth coaching and supporting networks to help them.
- Harnessing innovation as a tool for business growth, generating world class research.
- Improving education and training levels to ensure businesses have the skills they need, and people have better opportunities.

The Local Industrial Strategy can be viewed [here](#).

MARKET TOWNS PROGRAMME

A third of our population lives in market towns, with nearly as many again living in surrounding areas. Although links with our core cities are vital, investment and attention has often favoured cities and forgotten the role that market towns play for our region. Alongside this under-investment towns are facing many external pressures like the declining town centres and high streets, an ageing population, and a reduction of in-town job opportunities leading to more outward commuting.

Many of the market towns and villages surrounding Cambridge have rich visitor opportunities, which if developed into a more coordinated offer can bring in revenue and create real economic opportunities. Business tourism is very important as well and has an important impact on the growth and productivity of other sectors in the economy, especially in knowledge intensive industries.

A Masterplan for each of the eleven market towns across the region provides the opportunity to look at the unique features of each town and offers deliverables which will benefit the immediate and wider economy.

With the aim of bringing jobs, infrastructure and growth, the Market Towns Programme will enable each town to become and remain "vibrant and thriving places" whilst helping to boost the local and regional economy.

PROGRAMME FUNDING CRITERIA

The CPCA is providing capital investment to mobilise each town masterplan and to act as a funding catalyst to securing additional investment. This is an open call – that will last until all available resources have been invested, or the Board decides to issue further instruction.

This Investment Prospectus outlines the process that allocates funding and manages the process post allocation. A transparent and consistent approach has been established to oversee delivery of the Market Towns Programme. All funding applications will be assessed in accordance with specific call specifications & criteria (including match funding and value for money), set against delivery and implementation of each CPCA approved Masterplan.

Given the transformative aims of the Programme, the CPCA is especially keen to see movement on the more ambitious projects set out in the Masterplans and prospectuses for growth and will prioritise these. And whilst there will be opportunities for longer term projects, applications will have more chance of approval if they can also demonstrate fast impact, especially to support COVID economic recovery over the next 9 months to the new financial year when unemployment impacts of COVID are expected to peak. Applicants are encouraged to explicitly set out how project proposals respond to the challenge of a post Covid-19 economy and how they help reshape and transform the high street and towns, so they are fit for the future.

Applicants are asked to also consider promoting healthier lifestyles for market town communities – including active travel & air quality benefits and supporting a greener economy.

To secure funding, local authority leads will be invited to submit bids against the following programme eligibility and funding criteria:

- Market Towns funding is allocated to East Cambridgeshire, Fenland, and Huntingdonshire and cover the market towns of St Neots, St Ives, Huntingdon, Ramsey, Wisbech, March, Chatteris, Whittlesey, Ely, Soham and Littleport.
- Market Towns funding must be spent at the latest by 31 March 2022, or earlier as specified within the funding agreement. Deliverability of projects will be an important factor in appraising proposals.
- Proposals are invited to support the mobilisation of each Masterplan and against activities which address the needs and those interventions identified as required to drive targeted growth and regeneration of each town.
- Proposals will be required to set out how they can support the tailoring of local economic policy for each market town to increase the attractiveness of towns for the new generation of lifestyle entrepreneurs.
- The prospectus is seeking proposals for capital investment only. There is no revenue funding available through this prospectus.
- CPCA funding will be provisionally shared across the 10 market towns, with applicants able to bid for up to £1m of capital funding for each town. Consideration will be given to a variety of funding proposals, and applicants will have the opportunity to bid for one or few investments (several smaller scale interventions) against the £1m funding cap for each town. Any unallocated funds will be made available to all 11 market towns.
- In addition, the CPCA has also agreed to recycle £3.1m market town investment back into St Neots and this will be also administered through the Investment Prospectus process. This makes the total CPCA investment being pledged to support delivery of Market Town masterplans is £13.1m across the 11 market towns.
- If the total project(s) cost is likely to exceed the £1m threshold for each town, then a demonstration of a phasing approach would help show how initial funds can be used now, while raising additional funds or investment from other sources.
- Applicants should seek their own advice on State Aids implications of the proposed project, and evidence of this will be sought as a condition of funding. Combined Authority funding cannot be used towards State Aids or other legal costs incurred by the project delivery body as part of the application process. The Combined Authority will not reimburse legal or other costs incurred during applications, whether the application successful or unsuccessful in seeking funding.

COVID RECOVERY

Applicants are also be asked to consider how market towns can support Covid-19 recovery for Cambridgeshire & Peterborough, focusing on the anticipated changes in behaviour around the use of public transport, commercial and public community space, and the revitalisation of High Streets.

Proposals should outline how market town interventions can help support and sustain Government recovery plans based on new econometrics around increased home/remote working and shared commercial space, improve public transport systems, repurpose community space and enhance infrastructure connectivity.

APPLICATION PROCESS & FUNDING APPROVAL

- The process will be a one-stage application process and applicants will be invited to complete an application form for each project to the Combined Authority. Applicants will have the opportunity to have initial discussions with relevant Combined Authority officers regarding eligibility and the suitability of the proposed project.
- Due diligence and appraisal will be initially managed by the Combined Authority, where the strategic need, economic and commercial case for each project proposal will be examined based on delivery of CPCA approved Masterplans.
- All proposals will be assessed against a set of appraisal metrics. Appraised applications will be scored and ranked based on the programme criteria. This approach will help manage any oversubscription of programme funds.
- Recommendations will be brought to the Entrepreneurial Advisory Panel (EAP) for independent review and then onto the CA Board for approval.
- It is expected that project proposals will be brought to Combined Authority Board for approval in July, September, and November 2020 for approval. The submission timeline for the next three Board cycles are as follows:

- **July Combined Authority Board** (Wednesday 5 August 2020) * for those proposals already in development and discussed with CPCA officers.

APPLICATION DEADLINE – FRIDAY 10 JULY 2020

- **September Combined Authority Board** (30 September 2020)

APPLICATION DEADLINE – FRIDAY 11 SEPTEMBER 2020

- **November Combined Authority Board** (25 November 2020)

APPLICATION DEADLINE – FRIDAY 30 OCTOBER 2020

FURTHER INFORMATION

- Application Form & Guidance



CAMBRIDGESHIRE & PETERBOROUGH
COMBINED AUTHORITY

APPENDIX B

GUIDANCE FOR MARKET TOWN FUNDING APPLICATIONS

June 2020

CONTENT

1. Key Purpose
2. Project Details
3. Project Deliverables
4. Funding Award Process
5. Supporting Documentation
6. Project Variance
7. Project Monitoring

1. Key Purpose

This guide is to assist district authorities applying for Market Town Funds to understand the process and the procedures in place at Cambridgeshire & Peterborough Combined Authority (CPCA) prior to and once funding has been agreed.

It covers the following:

- Proposal development
- Application
- Requesting any changes
- Reporting structure
- Key documents

2. Project Details

CPCA has committed capital funding to support economic growth of key market towns and to facilitate implementation of approved Masterplans, developed in partnership with district partners.

The Investment Prospectus outlines the process that allocates funding and manages the process post allocation. A transparent and consistent approach has been established to oversee delivery of the Market Towns Programme. Given the transformative aims of the programme, the CPCA is especially keen to see movement on the more ambitious projects set out in the Masterplans and prospectuses for growth and will prioritise these.

There will be opportunities for longer term projects, but applications will have more chance of approval if they can also demonstrate fast impact, especially to support COVID economic recovery over the next 9 months to the new financial year when unemployment impacts of COVID are expected to peak.

Applicants are encouraged to explicitly set out how project proposals respond to the challenge of Covid-19 recovery and helps reshape the high street to transform it, so it is fit for the future. Applicants are also asked to consider promoting healthier lifestyles for market town communities – including active travel benefits, air quality benefits and supporting a greener economy.

If the total project(s) cost is likely to exceed the £1m threshold for each town, then a demonstration of a phasing approach would help show how initial funds can be used now, while raising additional funds or investment from other sources.

3. Project Deliverables

Please refer to the below table and guidelines in setting out the project outputs and outcomes:

Employment & Skills					
Number of permanent jobs to be created	Number of temp jobs to be created	Number of indirect jobs to be created	Number of apprenticeships to be established – Level 1	Number of apprenticeships to be established – Level 2	Number of apprenticeships to be established – Level 3
<i>Amount of newly created full-time jobs.</i>	<i>Temporary jobs (construction of contract based) as a direct result of intervention.</i>	<i>Wider job impacts as a result of indirect intervention.</i>	<i>Amount of newly created apprenticeship opportunities as a direct result of intervention.</i>		
Area of learning/training space improved (m2)	Area of learning/training space rationalised (m2)	New learners assisted (on courses to full qualification)			
<i>Amount of training/learning floor space refurbished to improve building condition and/or fitness for purpose. For FE Colleges, this should be by estate grading. Figures to be provided following completion.</i>	<i>Amount of training/learning floor space rationalised to operate more efficiently.</i>	<i>The number of new learners assisted as a direct result of the intervention, in courses leading to a full qualification.</i>			
Business & Enterprise					
Number of businesses receiving grant support (high street/town centres)	Number of businesses receiving grant support (wider town)	Number of businesses receiving non-financial support			
<i>Number of SMEs receiving grant funding support with the intention of improving</i>		<i>Number of SMEs receiving support (inc.</i>			

<i>performance (i.e. reduce costs, increase turnover/profit, innovation, exporting). To be counted where the support is at least £1,000.</i>		<i>advice and training with the intention of improving performance (i.e. reduce costs, increase turnover/profit, innovation, exporting).</i>			
Commercial					
Area of commercial floorspace to be created (m2)	Area of commercial floorspace to be refurbished (m2)	Area of public realm / outside space improved or enhanced (m2)	Area of commercial land / floorspace rationalised (m2)	Number of commercial premises with improved broadband access	
<i>Amount of newly created commercial floorspace as a direct result of intervention.</i>	<i>Amount of existing commercial floorspace improved or refurbished as a direct result of intervention.</i>	<i>Amount of newly created public realm improvements as a direct result of intervention.</i>	<i>Amount of commercial land or floorspace rationalised to operate more efficiently.</i>	<i>Amount of commercial properties with improved digital infrastructure and connectivity as a direct result of intervention.</i>	
Transport					
Length of new cycleway to be created (m)	Length of new footpaths to be created (m)	Number of new public transport services			
<i>Amount of newly created cycleway infrastructure as a direct result of intervention.</i>	<i>Amount of newly created footpath infrastructure as a direct result of intervention.</i>	<i>Amount of newly established transport links or improved services as a direct result of intervention.</i>			
Development Sites & Housing					

Area of land to be developed (m2)	Number of new housing units/dwellings to be created	Number of new housing units/dwellings to be refurbished			
<i>At the impact site, the area and class of development to be completed. Floor areas should be measured in accordance with the RICS Code of measuring practice (6th edition) 2007. A building should be classified as completed once it is on the non-domestic rating list.</i>	<i>Amount of new housing infrastructure creating new dwellings as a direct result of intervention.</i>	<i>Amount of existing housing stock to be refurbished as a direct result of intervention.</i>			
Community					
Area of new community floorspace to be created (m2)	Area of community floorspace to be refurbished (m2)	Area of community floorspace rationalised (m2)	Number of community groups receiving grant support		
<i>At the impact site, the area and class of community use development to be completed.</i>	<i>Amount of existing community use floorspace improved or refurbished as a direct result of intervention.</i>	<i>Amount of community use floorspace rationalised to operate more efficiently.</i>	<i>Number of community-based groups receiving grant funding support with the intention of improving performance.</i>		

4. Funding Award Process

- a. Project Proposals
 - i. Ideas should come from the approved Masterplan for each town and the interventions recommended therein. Consideration should also be given to Covid response related interventions to support short-medium term economic recovery to March 2021. Furthermore, ideas should all link in some way to the [Cambridgeshire and Peterborough Local Industrial Strategy](#)
- b. Application
 - i. The Application will be developed and submitted by the lead organisation (district authorities) on behalf of each town based on wider consultation with town councils.
 - ii. Due diligence and appraisal will be initially managed by the CPCA, where the strategic need, economic and commercial case for the projects will be examined based on proposed interventions for each town. All proposals will be assessed against an agreed set of appraisal metrics, and independent appraisals will be commissioned if needed for complex projects.
 - iii. The application and appraisal report will be submitted to CA Board and the project is recommended for approval, approval with conditions or rejection.
 - iv. If the project is deemed unsuitable for funding the lead organisation will be informed within 5 working days of the CA Board decision.
 - v. If the lead organisation wishes they can update the Application taking into account, the feedback from the CA Board and resubmit their project or they can stop the process.
 - vi. If the project is recommended for funding with conditions those conditions must be met before final approval is given by the CA Board.
 - vii. Once full approval is given the lead organisation will be issued with an Approval Letter.
 - viii. Further contractual arrangements are entered into with the CPCA Legal Team and are based on whether the funds are a grant fund or a loan arrangement.

5. Supporting Documentation

In order for your Application Form to progress you will need to provide additional supporting documents, these are:

- a. *Project Plan*
- b. *Risk Log*
- c. *Project cashflow spreadsheet*

6. Project Variance

A change to the project could be generated because of changes to:

- a. Cost
- b. Time
- c. Scope.

Any changes will be submitted by the lead organisation on the correct form and recommendations will be made to the CA Board.

The lead organisation will be informed via a formal Project Variation letter within 10 working days of the request being submitted.

7. Project Monitoring

- a. A [claim form](#) requesting payment and milestone update is required monthly/weekly.
- b. A formal highlight report is required monthly and should be completed by the Project Manager identified in the Application.

APPENDIX C

CPCA MARKET TOWNS PROGRAMME FUNDING APPLICATION FORM

APPLICANT DETAILS			
Project Title			
Market Town			
Lead Authority			
UK Registered Address			
Contact Person (please include job title and project role)			
Contact Telephone			
Contact Email			
VAT Registration Number		Companies House Registration Number	
Number of Employees			
Key Documents in Place	Equal Opportunities/Diversity Policy	Yes	No
	Modern Slavery Policy	Yes	No
	Health & Safety Policy	Yes	No
We do not require copies of these policies at this stage, please circle as appropriate			

PROJECT DETAILS
Project Description – please provide details of the project and what specifically will be delivered (please refer to the Investment Prospectus and Guidance)

Project Partners - please list any key partners in the project and the engagement on the project to date	
Proposed project Start date	
Proposed project Completion date (Please note: CPCA Market Towns funding must be spent by the project delivery body by 31 March 2022)	
Key Milestones – please detail project phasing to delivery	

PROJECT DELIVERABLES	
Project Outcomes - please indicate how the project will deliver against job outputs and wider economic outcomes, including any increases in productivity and volumes of trade exports (<u>please refer to the Investment Prospectus and Guidance</u>)	
Which key sector(s) does this project intend to support?	
Is the project part of a wider development/programme/project? If so, please	



provide details	
What is the current status of your project (or key elements)? E.g. In development, Outline design, Planning approved, Ready to start or Project underway?	
Is Planning Permission required? If so, by when is this anticipated?	
If the project includes development or redevelopment of land or premises, please indicate whether your organisation has control of the site or when you expect to have control or ownership	

SITE DETAILS (FOR CONSTRUCTION PROJECTS)	
Location	
Site Ownership	
Current Use	
Proposed Use	
Site Area (ha)	
Existing Built Floorspace (sqm)	
Planning Permissions?	
Section 106 Agreements?	
Existing Land Charges or Restrictions?	

SITE DETAILS (FOR REFURBISHMENT PROJECTS)	
Location	
Site Ownership	



Current Use	
Proposed Use	
Site Area (ha)	
Existing Built Floorspace (sqm)	
Planning Permissions?	
Section 106 Agreements?	
Existing Land Charges or Restrictions?	

PROJECT OUTPUTS 2020/21					
Project Outputs - please indicate how the project will deliver against the outputs below – complete only those that apply to your project.					
Employment & Skills					
Number of permanent jobs to be created	Number of temp jobs to be created	Number of indirect jobs to be created	Number of apprenticeships to be established – Level 1	Number of apprenticeships to be established – Level 2	Number of apprenticeships to be established – Level 3
Area of learning/training space improved (m2)	Area of learning/training floorspace rationalised (m2)	New learners assisted (on courses to full qualification)			
Business & Enterprise					
Number of businesses receiving grant support (high street/town centres)	Number of businesses receiving grant support (wider town)	Number of businesses receiving non-financial support			
Commercial					
Area of commercial floorspace to be created (m2)	Area of commercial floorspace to be refurbished (m2)	Area of public realm / outside space improved or enhanced (m2)	Area of commercial land / floorspace rationalised (m2)	Number of commercial premises with improved broadband access	
Transport					
Length of new cycleway to be created (m)	Length of new footpaths to be created (m)	Number of new public transport services			

Development Sites & Housing					
Area of land to be developed (hectares)	Number of new housing units/dwellings to be created	Number of new housing units/dwellings to be refurbished			
Community					
Area of new community floorspace to be created (m2)	Area of community floorspace to be refurbished (m2)	Area of community floorspace rationalised (m2)	Number of community groups receiving grant support		

PROJECT OUTPUTS 2021/22					
Project Outputs - please indicate how the project will deliver against the outputs below – complete only those that apply to your project.					
Employment & Skills					
Number of permanent jobs to be created	Number of temp jobs to be created	Number of indirect jobs to be created	Number of apprenticeships to be established – Level 1	Number of apprenticeships to be established – Level 2	Number of apprenticeships to be established – Level 3
Area of learning/training space improved (m2)	Area of learning/training floorspace rationalised (m2)	New learners assisted (on courses to full qualification)			
Business & Enterprise					
Number of businesses receiving grant support (high street/town centres)	Number of businesses receiving grant support (wider town)	Number of businesses receiving non-financial support			
Commercial					
Area of commercial floorspace to be created (m2)	Area of commercial floorspace to be refurbished (m2)	Area of public realm / outside space improved or enhanced (m2)	Area of commercial land / floorspace rationalised (m2)	Number of commercial premises with improved broadband access	
Transport					
Length of new cycleway to be created (m)	Length of new footpaths to be created (m)	Number of new or improved public transport services			

Development Sites & Housing					
Area of land to be developed (hectares)	Number of new housing units/dwellings to be created	Number of new housing units/dwellings to be refurbished			
Community					
Area of new community floorspace to be created (m2)	Area of community floorspace to be refurbished (m2)	Area of community floorspace rationalised (m2)	Number of community groups receiving grant support		

PROJECT OUTPUTS 2022/23 (Onwards)					
Project Outputs - please indicate how the project will deliver against the outputs below – complete only those that apply to your project.					
Employment & Skills					
Number of permanent jobs to be created	Number of temp jobs to be created	Number of indirect jobs to be created	Number of apprenticeships to be established – Level 1	Number of apprenticeships to be established – Level 2	Number of apprenticeships to be established – Level 3
Area of learning/training space improved (m2)	Area of learning/training floorspace rationalised (m2)	New learners assisted (on courses to full qualification)			
Business & Enterprise					
Number of businesses receiving grant support (high street/town centres)	Number of businesses receiving grant support (wider town)	Number of businesses receiving non-financial support			
Commercial					
Area of commercial floorspace to be created (m2)	Area of commercial floorspace to be refurbished (m2)	Area of public realm / outside space improved or enhanced (m2)	Area of commercial land / floorspace rationalised (m2)	Number of commercial premises with improved broadband access	
Transport					
Length of new cycleway to be created (m)	Length of new footpaths to be created (m)	Number of new or improved public transport services			

Development Sites & Housing					
Area of land to be developed (hectares)	Number of new housing units/dwellings to be created	Number of new housing units/dwellings to be refurbished			
Community					
Area of new community floorspace to be created (m2)	Area of community floorspace to be refurbished (m2)	Area of community floorspace rationalised (m2)	Number of community groups receiving grant support		



FINANCIAL DETAILS				
Total Project Costs				
Total Capital				
Total Revenue				
Total Market Town Funds requested				
Please provide a financial summary for the project. All information should relate to the project for which Growth Funds are being sought				
	2020/21	2021/22	2022/23 onwards	TOTAL COSTS
COSTS (£)				
TOTALS				
Please submit any information which substantiates these values and costs				

PROJECT FUNDING			
Please provide details of the funding already secured and/ or any being sought in addition to Market Town Funds, including, where appropriate any funding certificates			
SOURCE	VALUE (£)	TYPE (CAP/REV)	STATUS
Please confirm the projected expenditure profile for the Market Town Funding requested			
MILESTONE	AMOUNT (£)	DATE	
Please describe any other options (including funding options) that have been considered and explain why the amount being requested is the minimum necessary in order for the project to proceed			

STATE AIDS
Please confirm the Project is State Aid compliant: https://assets.publishing.service.gov.uk/government/uploads/system/uploads/attachment_data/file/325465/bis-14-943-state-aid-general-block-exemption-guidance.pdf
(Please provide a copy of any legal advice received in this respect)



PROJECT RISKS
What are the key risks associated with the project and identified mitigation measures?
Do you have any additional comments/information to support your application?

DECLARATION	
<ul style="list-style-type: none">• I/We certify that to the best of our knowledge the information provided is a true and accurate reflection of our business circumstances. If this is found not to be the case the application will be declined without any further reference to us.• I/We authorise Cambridgeshire & Peterborough Combined Authority (CPCA) undertake any searches or other investigations deemed necessary in the assessment of my/our application. CPCA is under no obligation to notify me/us of the nature of these searches.• I/We authorise CPCA to notify HM Government Ministry of Housing, Communities & Local Government (MHCLG) and any of its subsidiaries of our application, where, in the opinion of CPCA, alternative and more appropriate sources of funding may be available.• I/We confirm that CPCA may make enquiries of any person who may have access to information relevant to my/our application without prior reference to me/us.• I/We agree that CPCA may use our company name in conjunction with their marketing activities.• I/We agree that CPCA's decision is final.• I/We have read and understood the features and eligibility criteria of the Programme.	
Signature	
Name	
Position	
Date	

APPLICATION CHECKLIST

Please check you have included copies the following with your completed application:

- A completed and signed application form
- A spreadsheet setting out the timeline for drawing down funds against key project milestones
- A project cashflow spreadsheet (setting out all project costs and Market Towns funding)
- A completed Project Plan (template provided)
- A completed Risk Log (template provided)
- Lead organisation Health & Safety Policy
- Lead organisation Anti Slavery Policy
- Lead organisation Equal Opportunity Policy

Please note

- Submissions must be electronic
- Applicants agree to the information contained in this form being processed by Cambridgeshire & Peterborough Combined Authority for the express use of statistical analysis

COMPLETED APPLICATIONS

Please return completed Application forms to:

Domenico.Cirillo@cambridgeshirepeterborough-ca.gov.uk

If you have any queries, please contact the CPCA on 01480 277180

APPENDIX D

GROWING FENLAND PROJECTS - SUBMITTED BIDS - updated 01.12.20

REF	TOWN	PROJECT TITLE	PROJECT DESCRIPTION	FUNDING REQUESTED FROM CPCA	MATCH FUNDING	MATCH FUNDING PROVIDER	CAPITAL COST IMPLICATIONS FOR FDC	REVENUE COST IMPLICATIONS FOR FDC (PER YEAR)	CPCA BOARD MEETING DATE	BID SUBMISSION APPROVED?
WHI1	Whittlesey	Interactive Flood Signs	Interactive signs which will signal when the B1040 is closed due to flooding and can also be used to communicate other information to passing drivers	£56,500	£8,000	Whittlesey Town Council	£500	£0	30.09.20	Yes
					£500	FDC Leaders Fund				
WIS3	Wisbech	Wisbech Market Place	Modifications to Wisbech Market Place as part of a town centre improvement initiative	£200,000	£200,000	Wisbech Town Council	£0	£0	30.09.20	Yes
CHA2	Chatteris	Chatteris Town Centre Renaissance Fund	Refurbishment of street furniture and ornate streetlamps together with a grant fund available to business/retail unit owners and leaseholders in the centre of Chatteris for schemes to help improve the visual appearance of the town centre.	£100,000	40% of costs payable by businesses / retailers for grant fund	Local businesses / retailers	£0	None anticipated	25.11.20	Yes
WHI2	Whittlesey	Heritage Visitor Centre	A new visitor centre that showcases local artifacts and tells the story of Whittlesey, and Fenland more generally, from the Bronze Age to modern day.	£500,000	c £100,000	Value of land gifted by Forterra PLC	£0	TBC	25.11.20	Yes
					£8,000	Whittlesey Town Council				
					£1,666	FDC				
WHI3	Whittlesey	Heritage Walk	A walk starting and ending at the planned Heritage Visitor Centre (with alternative start & finish points in the town) providing residents and visitors with background information on key landmarks in the town	£218,169	£0	n/a	£0	£0	25.11.20	Yes
WIS6	Wisbech	Wisbech Water Park	A water play space providing a permanent fun activity for families from Wisbech and the surrounding area, whilst also enhancing Wisbech Park, a key open space in the town.	£147,500	£2,500	Wisbech Town Council	£0	£0	25.11.20	No (further information requested)

APPENDIX E

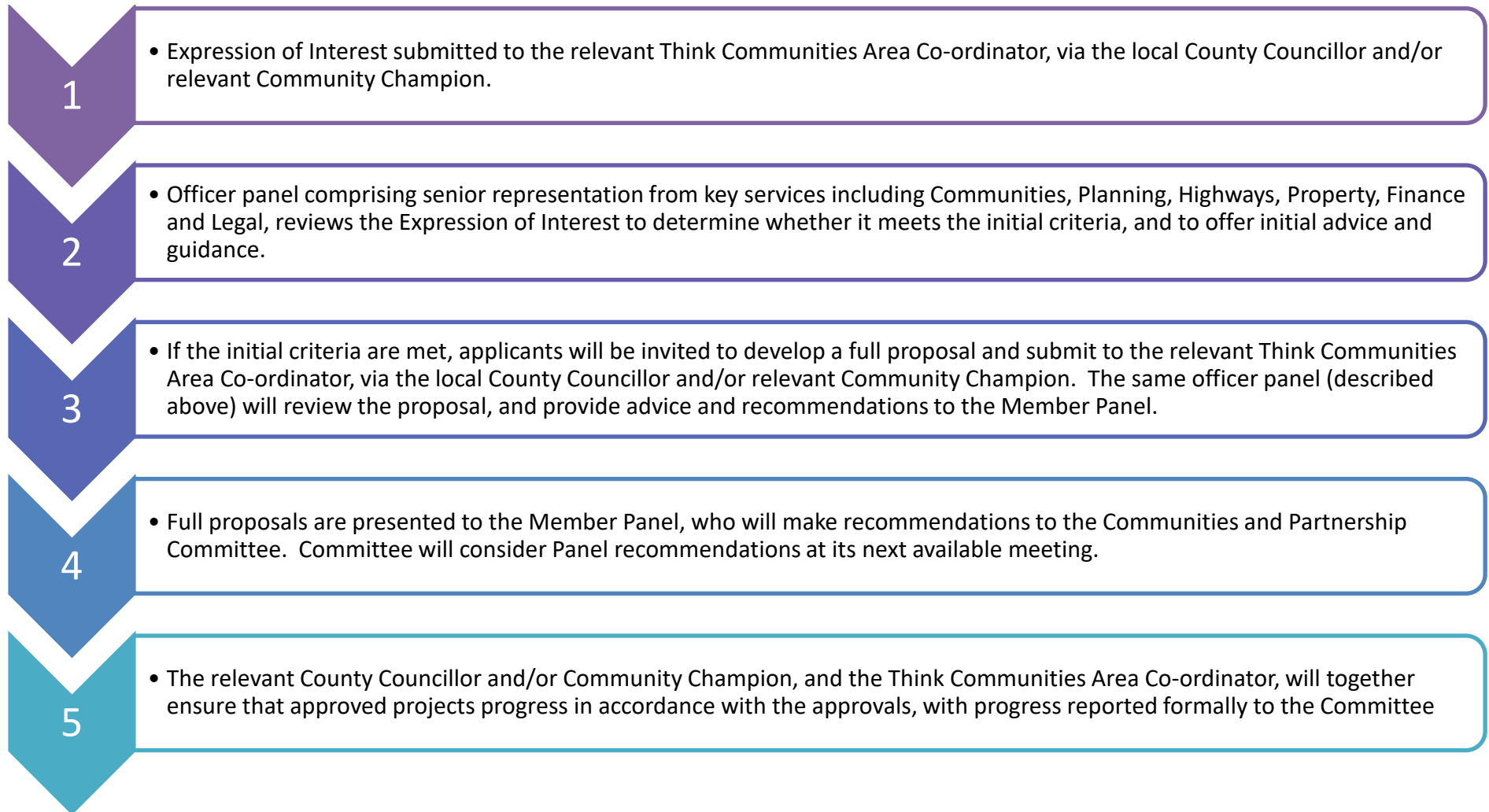
GROWING FENLAND PROJECTS - BIDS TO BE SUBMITTED - updated 11.01.21

Projects due to be submitted to CPCA Board meeting scheduled for 27.01.21

REF	TOWN	PROJECT TITLE	PROJECT DESCRIPTION	FUNDING TO BE REQUESTED FROM CPCA	MATCH FUNDING	MATCH FUNDING PROVIDER	CAPITAL COST IMPLICATIONS FOR FDC	REVENUE COST IMPLICATIONS FOR FDC (PER YEAR)	COMMENTS
MAR1	March	Match Funding for March Future High Street Fund	Match funding for the March Future High Street Project following the receipt of an In-Principle offer letter from the Ministry of Housing and Local Government (MHCLG) for £6,447,129 of funding for ambitious plans submitted earlier in the year.	£900,000	£0	N/A	£0	£0	
WHI5	Whittlesey	Business Capital Grants Scheme	A capital grants scheme for the local business community to help mitigate against the effects of the COVID-19 pandemic	£124,331	£0	N/A	£0	£0	
WIS6	Wisbech	Wisbech Water Park	A water play space providing a permanent fun activity for families from Wisbech and the surrounding area, whilst also enhancing Wisbech Park, a key open space in the town.	£147,500	£2,500	Wisbech Town Council	c£125,000	£0	The CPCA have requested a commitment to underwrite any future capital or revenue shortfall. It is proposed that FDC underwrite the capital costs (replacement of equipment at the end of its useful life - likely to be 10 years) and Wisbech Town Council underwrite any revenue shortfall in addition to the annual revenue costs of c£1,500 per annum (subject to agreement at the Wisbech Town Council meeting scheduled for 14.12.20).
WIS9	Wisbech	Footfall Counters	Provision of additional footfall counters to monitor footfall in Wisbech Market Place	£19,500	£0	N/A	£0	£0	
WIS13	Wisbech	Replacement Shopwatch Radios	Replacement of existing Shopwatch radio scheme with digital system	£33,800	£0	N/A	£0	£0	
WIS14	Wisbech	Business Capital Grants Scheme	A capital grants scheme for the local business community to help mitigate against the effects of the COVID-19 pandemic	£200,000	£0	N/A	£0	£0	
FEN1	District wide scheme	Civil Parking Enforcement	A bid for the capital costs involved with delivering a district wide Civil Parking Enforcement scheme	£400,000	£0	N/A	£0	£60,000 to £90,000 per annum (to be confirmed)	£100,000 to be allocated by each of the 4 market towns to deliver a district wide Civil Parking Enforcement scheme.

APPENDIX F

SUMMARY OF APPLICATION PROCESS FOR CCC £5M COMMUNITIES CAPITAL FUND




APPENDIX G

CCC £5m Communities Capital Fund

APPROVED SUBMISSIONS (FUNDING AWARDED)

REF	PROJECT NAME	BRIEF DESCRIPTION	CAPITAL FUNDING REQUIRED	MATCH FUNDING	PROJECT MANAGEMENT LEAD	DATE SUBMITTED	COMMENTS
3	March Town Rugby Club	<ul style="list-style-type: none"> New Club House facility 	£194,000	£126,000 – Sport England £TBC – March Rugby Club £TBC – Taylor Wimpy	March Town Rugby Club	30.04.20	£234,000 funding approved
6	West End Park (March)	<ul style="list-style-type: none"> Improve Park Run surface Tarmac path from park entrance to bandstand Enhance junior play area Skate Park Fence 	£75,000	£7,500 – FDC play area funding £2,500 – March Town Council £2,000 – in kind support from CCC	FDC	30.04.20	
8	Estover Park, March	<ul style="list-style-type: none"> Install fencing around whole site Lay pathways and patio Furnish kitchen and café area 	£35,000	£6,000	March Town Council	Not recorded	
10	Tower Hall, Friday Bridge	<ul style="list-style-type: none"> Provide 'fit for purpose' disabled toilet and improve other toilets Install solar panels with battery back up 	£36,000	£3,000 – Tower Hall £3,000 – Elm Parish Council (TBC)	Elm Parish Council	Not recorded	Maximum of £36k will be awarded, subject to confirmation of written quotes and planning permission.
14	Wisbech Market Place Enhancement Scheme	<ul style="list-style-type: none"> Enhancements to Wisbech Market Place 	£150,000	£50,000 - Wisbech Town Council	Wisbech Town Council	01.05.20	
18	Christchurch Outdoor Equipment	<ul style="list-style-type: none"> Details not available 	£15,000	Details not available	Possibly Christchurch Parish Council?	Not recorded	
19	Gorefield Extension to community parish hall	<ul style="list-style-type: none"> Details not available 	£198,000	Details not available	Possibly Gorefield Parish Council?	Not recorded	
7	Wisbech Park Pavilion	<ul style="list-style-type: none"> Develop a pavilion in the park as a multi-use community space including a pop up café 	£240,000	£10,000 – FDC £10,000 - Wisbech Town Council £5,000 (TBC) – Arts Council	FDC	Not recorded	

Agenda Item No:	6	
Committee:	Cabinet	
Date:	25 January 2021	
Report Title:	Council Tax Support – 2021-22 Scheme	

Cover sheet:

1 Purpose / Summary

To consider the outcome of the consultation process on potential changes to the Council Tax Support Scheme for 2021-22 and to recommend to Council the final scheme for implementation with effect from 1 April 2021.

2 Key issues

- Cabinet at its meeting on 6 August 2020 decided on the following with respect to the proposed Council Tax Support Scheme for 2021-22:
 - (i) Note the comments from Overview & Scrutiny Panel of 13 July 2020 (who had proposed that no change be made to the scheme at the present time);
 - (ii) Carry out a consultation exercise on increasing the current contribution rate to 20%, 25% or 30%.
- A consultation exercise was carried out for a 12 week period from 28 September to 20 December 2020.
- The results of the consultation exercise are detailed in Appendix A. The overwhelming reaction to the proposed increases in contribution rates was negative, with the theme being that customers affected would find paying their bills considerably more difficult than now.
- Details of the potential additional income which could be raised from the proposals are detailed in Section 4 of this report.
- Any increase in contribution rates will almost certainly have an impact on the Council Tax collection rate which would require additional resources to ensure collection rates were maintained to at least current levels.
- Government has announced additional funding for 2021-22 to help authorities meet the expected increase in working age Council Tax Support costs. Authorities are encouraged to consider their LCTS schemes in 2021-22 in the light of this additional funding but this is entirely at the discretion of local authorities.

- A Customer Impact Assessment (CIA) will be required if Cabinet recommends any changes to the contribution rate for 2021-22.

3 Recommendations

- It is recommended that members consider the attached report and consultation responses and recommend to Council their preferred option for the Council Tax Support Scheme for 2021-22.

Wards Affected	All
Portfolio Holder(s)	Cllr Chris Boden, Leader & Portfolio Holder, Finance Cllr Mrs Jan French, Deputy Leader
Report Originator(s)	Sam Anthony, Head of HR & OD Mark Saunders, Chief Accountant
Contact Officer(s)	Peter Catchpole, Corporate Director and Chief Finance Officer Sam Anthony, Head of HR & OD Mark Saunders, Chief Accountant
Background Paper(s)	None

Report:

1 Introduction

- 1.1 Before April 2013, Council Tax Benefit (CTB) was a nationally controlled scheme administered by District and Unitary Councils that give reductions from Council Tax to people on low incomes according to set criteria specified by regulations. The maximum reduction was 100% of a person's Council Tax bill.
- 1.2 The costs of CTB were fully reimbursed to the Council by the DWP, so that if demand rose or fell, the Council did not bear the costs of these changes.
- 1.3 CTB was localised and replaced by CTS in April 2013. At the same time, Government funding was reduced and CTS was localised, coming under the control of District and Unitary Councils. Whilst pensioners were protected and regulations specified that they must still receive up to 100% CTS, this protection did not apply to working age people.
- 1.4 Unlike CTB, the costs of CTS are borne by Councils. Funding is given by the Government within the overall finance settlement, but this has reduced significantly over the years so that Councils bear the costs of an increase in demand but gain from reduced demand.
- 1.5 The implementation of CTS left Fenland with a funding gap, that potentially saw working age customers only being entitled to 80% CTS. However, Members considered the options available to help increase CTS and were able to implement a scheme in 2013-14 that saw working age customers be entitled to up to 91.5% of CTS; in two ways.
- 1.6 Members primarily met the funding shortfall by revising Council Tax exemptions on empty properties, permitted by regulations that changed in 2013. This meant that the Council would no longer give a Council Tax reduction for most empty domestic properties.
- 1.7 The funding shortfall was further closed by a one-off transitional Government grant that applied in 2013-14 only.
- 1.8 In 2014-15 this grant was not available. With demand for CTS not growing as much as was predicted for 2013-14, Members were able to revise the CTS scheme to feature a reduction of 14% CTS for working age customers.
- 1.9 Councils are required to review the operation of their CTS schemes annually. They are required to make any revisions no later than 28 February in the financial year preceding that for which the scheme will be revised (i.e. 28 February 2020 for the scheme relating to the 2020-21 financial year).
- 1.10 Further annual reviews determined that the CTS reduction remained at 14% since 2015-16, with further links to Welfare Reform and Universal Credit introduced for 2018-19. That scheme was retained for 2019-20.
- 1.11 For 2020-21 the only change was to introduce a fluctuating earnings rule to the treatment of Universal Credit (UC). A weekly tolerance level of £15 (£65 monthly) was introduced to minimise the number of reassessments imposed by monthly changes in a customer's UC payment. This was intended to reduce customer reassessments by a third.

1.12 Currently, this is working well as we are seeing reassessments reducing by approximately a third, in line with our modelling predictions. Consequently, we are proposing to continue operating the fluctuating earnings rule within the scheme for 2021-22.

1.13 We are now considering our CTS scheme for the 2021-22 financial year.

2 The 2020 review (for CTS scheme for 2021-22)

2.1 Councils are required to review operation of their CTS schemes each year. Where a change is proposed, we are required to undertake customer consultation; the results of which assist in the final decision made by the Council regarding the CTS scheme next year.

2.2 Members will be aware that this Council is one of five partners forming the Anglia Revenues Partnership (ARP). The other four Councils are Breckland, East Cambridgeshire, West Suffolk (formerly Forest Heath and St. Edmundsbury) and East Suffolk (formerly Waveney and Suffolk Coastal). These Councils have maintained the contribution rate in their schemes at 8.5% since 2013. They are not proposing any changes to this rate or any other aspect of the current scheme for 2021-22.

2.3 Currently, apart from a different contribution rate, all other aspects of the CTS scheme are consistent across all of the ARP partners. This aids the efficient administration of the schemes across the partnership. This does not however preclude any of the partners amending their scheme independently of the others.

2.4 Since 2018 the scheme has been harmonised to DWP welfare reforms introduced for Housing Benefit and CTS for Pensioners, and introduced closer links to Universal Credit data share to claims, most notably removing the default stipulation for customers to make a separate claim to the Council. This has been of particular help to all the new customers impacted by Covid-19 needing to make a Universal Credit claim but not needing to make a further claim to the Council for Council Tax Support.

2.5 Since April 2020 we have strengthened our use of DWP Universal Credit data share links to further assist customers.

2.6 Both these initiatives continue to work well for customers, with other Councils either now introducing these changes or looking to do so.

2.7 Customer consultation is central to the review of the CTS scheme for 2021-22 and following Cabinet's decision on 6 August 2020, a consultation exercise on increasing the contribution rate to 20%, 25% or 30% was undertaken. This took the form of a web-based consultation and was widely publicised on the Council's website and on social media outlets.

2.8 Consultation was open for 12 weeks, from 28 September 2020 to 20 December 2020.

2.9 We received 170 responses, which although low, is consistent with the normal response rate to public consultation exercises.

- 2.10 The results of the consultation exercise are detailed at Appendix A. The majority of respondents disagreed with the proposed increases in contribution rates. Approximately two-thirds of the respondents declared that they are currently in receipt of Council Tax Support.
- 2.11 The majority of respondents (66%) disagreed with the Council making cost savings by reducing the amount of Council Tax Support paid to working age people. In addition, 62% of respondents disagreed with increasing the contribution rate to 20%, 75% disagreed with increasing to 25% and 74% disagreed with increasing to 30%.
- 2.12 The survey also asked for any other thoughts or comments on the proposals. This generated 102 responses, the majority emphasising the difficulty in paying additional council tax that these proposals would result in.
- 2.13 The feedback detailed above and at Appendix A shows that the overwhelming reaction to the proposals was negative, with the theme being that customers affected would find paying their bills considerably more difficult than now.

3 The impact of CTS to date

- 3.1 CTS with its associated gap between Council Tax payable and the maximum help working age people can receive has been in operation now for seven full years and we are in the eighth year of operation.
- 3.2 The table below shows how the amount of CTS awarded and numbers of customers claiming it have changed since CTS was introduced in 2013:-

CTS cases and amount awarded			
Date	CTS awarded	Working age claims	Pensioner claims
31/3/13 (CTB)	£8.16m	4,682	4,727
31/3/14	£7.89m	4,755	4,667
31/3/15	£7.45m	4,620	4,431
31/3/16	£7.21m	4,450	4,202
31/3/17	£7.02m	4,228	3,998
31/3/18	£6.91m	4,189	3,827
31/3/19	£6.98m	4,227	3,629
31/3/20	£7.39m	4,244	3,472
Change 2013 to 2020	- £0.77m -9.44%	- 438 -9.35%	- 1,255 -26.55%

- 3.3 The amount of CTS awarded since 2013 to the end of March 2020 has reduced as a result of both the increase in contribution rate to 14% and a significant reduction in claims.

The impact of COVID-19

- 3.4 Compared with last year, since March 2020, we have seen new working age CTS claims increase by up to 500%, which is now settling at up to a 200% increase.
- 3.5 Figures for the amount of CTS awarded and numbers of customers claiming it at the end of December 2020 compared with March 2020 are detailed in the table below:

CTS cases and amount awarded: March – December 2020			
Date	CTS awarded	Working age claims	Pensioner claims
31/03/20	£7.39m	4,244	3,472
31/12/20	£7.79m	4,746	3,360
Change March to December 2020	+£0.40m +5.41%	+502 +11.83%	-112 -3.23%

- 3.6 Whilst we anticipate caseload will increase, it is too early to predict with any accuracy what the full impact will be for this year and the knock-on effect on next year.

Council Tax COVID-19 Hardship Fund 2020-21

- 3.7 To assist working age CTS claimants, the government announced the £500m COVID-19 Hardship Fund at the Budget on 11 March 2020. This Council's allocation is £907,222 and was paid on 3rd April 2020. This funding is to provide all recipients of working age local council tax support during the financial year 2020-21 with a further reduction in their annual council tax bill of up to £150, using their discretionary powers to reduce the liability of council tax payers outside of their formal CTS scheme design.
- 3.8 There is sufficient funding to apply this reduction to existing working age customers but as detailed above, we do not know what the full impact on caseload numbers will be during the remainder of this year. Consequently, there is a risk that applying this reduction to all new working age claims will exhaust the funding available before the end of this year. We are monitoring applications and awards closely to ensure our allocated funding is not exceeded.

Local Council Tax Support Scheme Grant 2021-22

- 3.9 Provisional allocations and methodology for the Local Council Tax Support (LCTS) grant were published by the government on 18 December 2020.
- 3.10 The purpose of the grant is to provide funding to local authorities to help them meet the expected increase in the cost of working age LCTS in 2021-22. There is no expectation from government that local authorities will continue the Hardship Fund (detailed above) into 2021-22 or use the grant to reduce payments from LCTS claimants.

3.11 The government is however, encouraging authorities to consider their LCTS schemes in 2021-22 in the light of this additional funding but this is entirely at the discretion of local authorities.

3.12 The provisional funding for Fenland and the major preceptors is as follows:

	£
Fenland District Council	194,156
Cambridgeshire County Council	854,242
Cambridgeshire PCC	146,220
Cambridgeshire Fire	<u>45,308</u>
Total for FDC Billing Area	<u>1,239,927</u>

3.13 The total funding equates to around a 29% increase in the current cost of working age CTS. This means that an increase in working age claimant costs of up to 29% in 2021-22 would be funded from this grant and would not financially impact the authorities above.

4 Impact of potential changes to CTS for 2021-22

4.1 Members are reminded of the potential impact resulting from any changes to the scheme which affects the amounts paid by recipients (eg. contribution rate). Any savings/additional cost would be shared between the major preceptors in proportion to their Council Tax requirements in the Collection Fund. The proportions based on 2020/21 Council Tax, is detailed in the table below. This shows that any changes (to the contribution rate for example) would generate significantly more savings/more cost to the County Council, as they receives a much higher proportion of Council Tax receipts overall.

How Council Tax allocated is split	
Authority	%
Cambridgeshire County Council	68.90
Cambridgeshire Fire Authority	3.65
Cambridgeshire Police & Crime Commissioner	11.79
Fenland District Council	15.66

4.2 This contrasts to the financial impact of any changes to Peterborough City Council's CTS scheme (whose current contribution rate is 32% which is expected to rise to 33% from 1st April 2021) which is significantly different to this Council. Peterborough as a Unitary Council receives the majority of any savings realised from any changes, around 82%, whereas this Council only benefits from around 16% of any changes.

4.3 Pensioner support is set by the statutory prescribed scheme at 100% support. Local Authorities can set the contribution rate for working age customers. Billing Authorities incur the cost of administering the schemes, as well as the cost of billing and collection.

- 4.4 The table below shows the current scheme and models options at proposed 20%, 25% & 30% contribution rates. It should be noted these are quick calculations based on current expenditure with no regard to uplift in Council tax or benefit rates for next year. The economic downturn due to the pandemic is likely to see increased demand and expenditure as well as associated increases in cost of administration and recovery.

		Option 1	Option 2	Option 3
	14% scheme	20% Scheme	25% Scheme	30% Scheme
	2020/21	2020/21	2020/21	2020/21
Pensioner LCTRS - protected	£3,544,250	£3,544,250	£3,544,250	£3,544,250
Working age LCTRS	£4,240,960	£4,240,960	£4,240,960	£4,240,960
Estimated overall LCTRS discount	£7,785,210	£7,785,210	£7,785,210	£7,785,210
Customer contribution rate	14%	20%	25%	30%
Additional cost to working age customers	Nil	£295,624	£541,974	£788,300
Cost to Collection Fund	£7,785,210	£7,489,586	£7,243,236	£6,996,910

- 4.5 The table below shows the share of potential savings to the each of the major preceptors and recoverability of the options detailed above:

Band D average		Share					
		County		Police	Fire	Fenland	Total
		£1,359.18		£232.65	£72.09	£308.92	£1,972.84
		68.89%		11.79%	3.65%	15.66%	100%
	Savings						
Current 14.5%	£0.00						
20.0%	£295,623.74	£203,655.19		£34,854.04	£10,790.27	£46,294.68	£295,623.74
25.0%	£541,974.10	£373,365.96		£63,898.75	£19,782.05	£84,873.14	£541,974.10
30.0%	£788,300.21	£543,060.01		£92,940.59	£28,772.96	£123,447.81	£788,300.21
Recoverability		Share					
	Band B average	County		Police	Fire	Fenland	Total
		£1,057.14		£180.95	£56.07	£240.27	£1,534.43
		68.89%		11.79%	3.65%	15.66%	100%
		Charge	Costs	Weekly recovery	DWP AoB	Deficit	Weeks to recover
Current 14.5%		£214.82	£75.00	£3.75	£195.00	£94.82	77
20.0%		£306.89	£75.00	£3.75	£195.00	£186.89	102
25.0%		£383.61	£75.00	£3.75	£195.00	£263.61	122
30.0%		£460.33	£75.00	£3.75	£195.00	£340.33	143

Considerations

- 4.6 The recovery of Council Tax follows a statutory path of a series of reminders and ultimately a summons to appear at The Magistrates Court at which a Liability Order is obtained. This liability order gives the Council a number of enforcement options to recover the debt: -
- Attachment of Benefit

- Attachment of Earnings
- Enforcement Agent
- Attachment of Members allowances
- Application for Committal to prison (must use Enforcement Agent first)
- Charging Order
- Insolvency

The first four of these options are considered to be the standard recovery options and are used routinely. The final three having far more consequences on the individual.

- 4.7 The amount that can be recovered through the attachment options is limited by regulation. In particular, the amount that can be recovered through an attachment to benefit is currently £3.75 per week. This equates to £195.00 per annum. It should also be noted that only one attachment of benefit can be in place at any one time and another liability order for a different period cannot be placed with an Enforcement Agent reducing options for recovery.
- 4.8 Where an individual is in receipt of Local Council Tax Support (LCTS) often the only recovery option available is an attachment to benefit as often they won't be in employment and due to the level of their income and assets, instructing an Enforcement Agent is unlikely to be any more successful.
- 4.9 As a result of this many of the accounts where the Council Tax payer is in receipt of LCTS cannot be collected within a year meaning that arrears continue to grow.
- 4.10 The above illustrates that Council Tax would not be collected within one calendar year of obtaining the liability order and due to the restrictions described above arrears will continue to grow unless the individual concerned finds employment. This may in turn encourage a culture of non-payment and the Council may need to increase its bad debt provision.
- 4.11 The table below gives an illustration of how arrears on one account will grow based on an average Band B charge and the LCTS percentage at 30% if the only option to recover is by attachment of benefit.

	Year 1	Year 2	Year 3	Year 4	Year 5
B/fwd		265.33	530.66	795.99	1,061.32
Band B charge @ 30%	460.33	460.33	460.33	460.33	460.33
Deductions	195.00	195.00	195.00	195.00	195.00
Arrears @ end of Year	265.33	530.66	795.99	1,061.32	1,326.65

These arrears would realistically only be collected should the debtor find employment.

- 4.12 Furthermore, where the customer is renting their home, due to welfare reform restrictions on the maximum allowance towards their rent charge, typically customers have to meet a shortfall of £180 every month. Increasing council tax contribution rates will exacerbate financial pressures, potentially leading to falling behind with council tax payments and/or risk of homelessness and need to be rehoused by the council

Recovery Resource

- 4.13 Since the introduction of LCTS and the requirement for working age Council Tax payers to pay a proportion of their charge, the number of reminders, final notices and summonses issued each year has increased by 50% on average over pre-LCTS levels
- 4.14 If the amount a LCTS recipient is expected to pay increases, then the number of recovery actions is likely to increase further and subsequently the resource required to manage the administration and recovery of the Council Tax due. This will not only result in an increase in recovery action but also in the number of telephone calls and correspondence to the billing team as well as the recovery team.
- 4.15 The current ARP Fenland resource in these teams is 8.68 FTE. If the LCTS is increased significantly we could expect to see a rise in recovery actions.

Funding additional recovery resource

- 4.16 Any additional recovery resource required would be the responsibility of the Billing Authority (ie. Fenland).
- 4.17 As detailed above, increasing the rate of contribution for working age customers also increases the potential for additional arrears and subsequent recovery action. Additional bad debts provision would be required for non-payment and to help maintain expected collection levels, extra resources (as detailed above) would be required to undertake recovery work in respect of additional arrears that would accrue from working age customers having payment difficulties as a result of the proposed changes. This would significantly reduce the benefits to this Council of increasing the contribution rate, as we are responsible for collecting Council Tax and administering CTS. The net benefit could be reduced by up to 50%.

5 Future Years CTS Review – 2021 for 2022/23 Scheme

- 5.1 The Council Tax Support scheme is complex and includes many areas where potential changes could be made, all of which would have associated savings/cost to this Council and to CTS customers. Last year, it was proposed that several potential options for changes to the CTS scheme be modelled and considered for implementation in the 2021/22 scheme. These include but are not limited to, the following:
 - (i) Options for increasing the current contribution rate of 14% (considered in this report);
 - (iii) Introducing a minimum award level of either £1 or £2 per week;
 - (iv) A restriction to support being provided at up to Band C/D equivalent only (higher bands will be limited to the Band C/D level with their parish);
 - (v) An increase to the non-dependent deduction levels;
 - (vi) An assumed minimum earnings level for self-employed claimants;
 - (vii) Removal of second adult rebate;
 - (viii) Removal of extended payments;
 - (ix) Removing the current disregard of Child Benefit and treating it as income;
 - (x) Reducing the capital limit from £16,000 to £6,000.

- 5.2 Due to the impact of COVID-19 resulting in a significant increase in working age customers during 2020/21 and the continued uncertainty around the impact on 2020/21 and into 2021/22, it is proposed that the modelling on the above options (excluding (i) above) be deferred until next year for consideration of the 2022/23 scheme.
- 5.3 In addition, ARP are intending to embark on a project early this year to initiate a review for the 2022/23 scheme, planning to consider more widely the full year impact of COVID-19 and relevant enhancements to a future CTS scheme.

6 Customer Impact

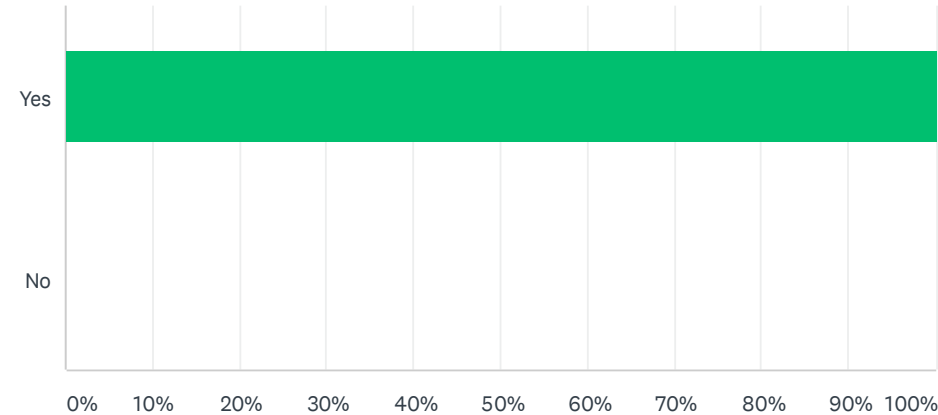
- 6.1 The Equality Act 2010 reminded all public authorities of their duty to have 'due regard' to the need to:
- Eliminate unlawful discrimination, harassment, victimisation and any other conduct prohibited by the Act,
 - Advance equality of opportunity between people who share a protected characteristic and people who do not share it; and
 - Foster good relations between people who share a protected characteristic and people who do not share it.
- 6.2 Authorities must consider the needs of "protected groups" when making policy decisions, and undertake a Customer Impact Assessment (CIA) to understand the effect of such decisions upon such groups. In doing this, we are required to take the appropriate actions when making changes that may impact negatively on these groups.
- 6.3 A CIA will be required as part of the Council report approving the final CTS scheme for 2021-22 at their meeting on 23 February 2021.

7 Next steps

- 7.1 The recommendations from this meeting will be presented to Council at their meeting on 23 February 2021 who will approve the final scheme for implementation from 1 April 2021.

Q1 Are you a Fenland District Council resident?

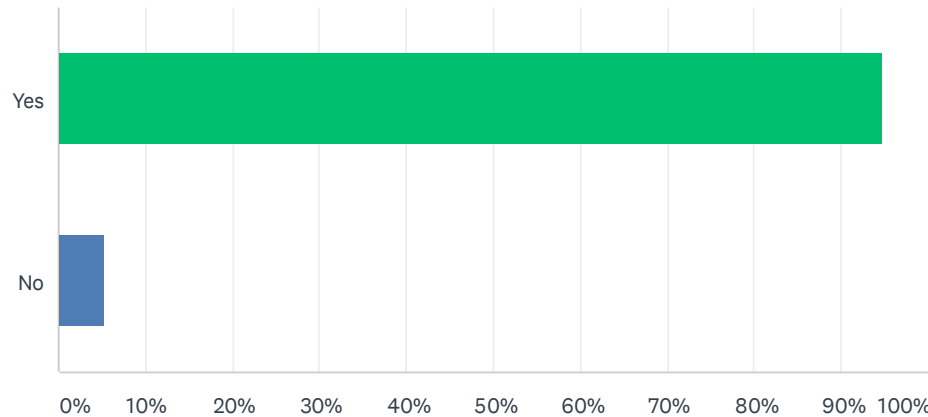
Answered: 170 Skipped: 0



ANSWER CHOICES	RESPONSES	
Yes	100.00%	170
No	0.00%	0
TOTAL		170

Q2 Are you of working age?

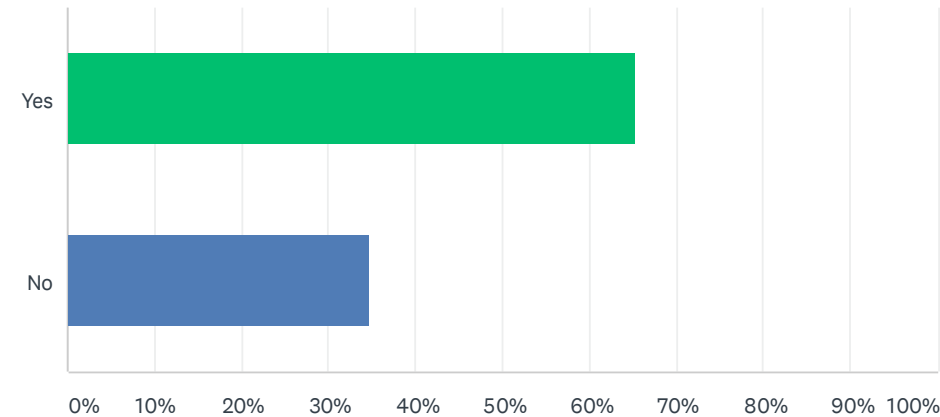
Answered: 170 Skipped: 0



ANSWER CHOICES	RESPONSES	
Yes	94.71%	161
No	5.29%	9
TOTAL		170

Q3 Are you in receipt of Council Tax Reduction?

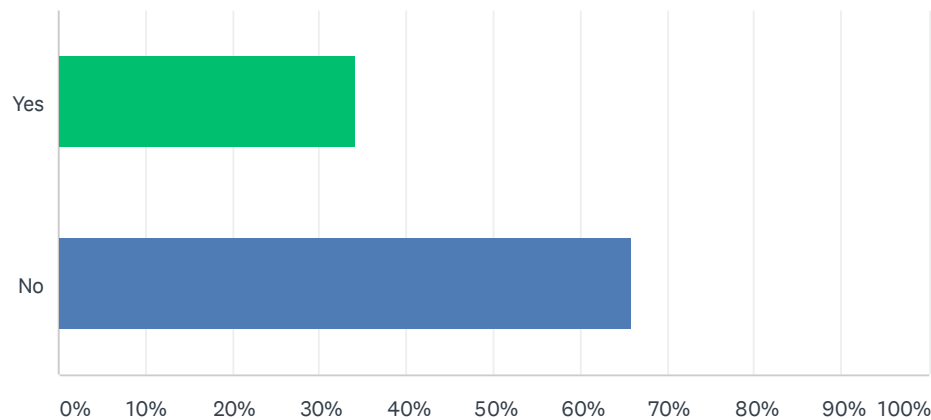
Answered: 170 Skipped: 0



ANSWER CHOICES		RESPONSES	
Yes		65.29%	111
No		34.71%	59
TOTAL			170

Q4 Do you agree that the Council should make cost savings by reducing the amount of Council Tax Reduction paid to working age people?

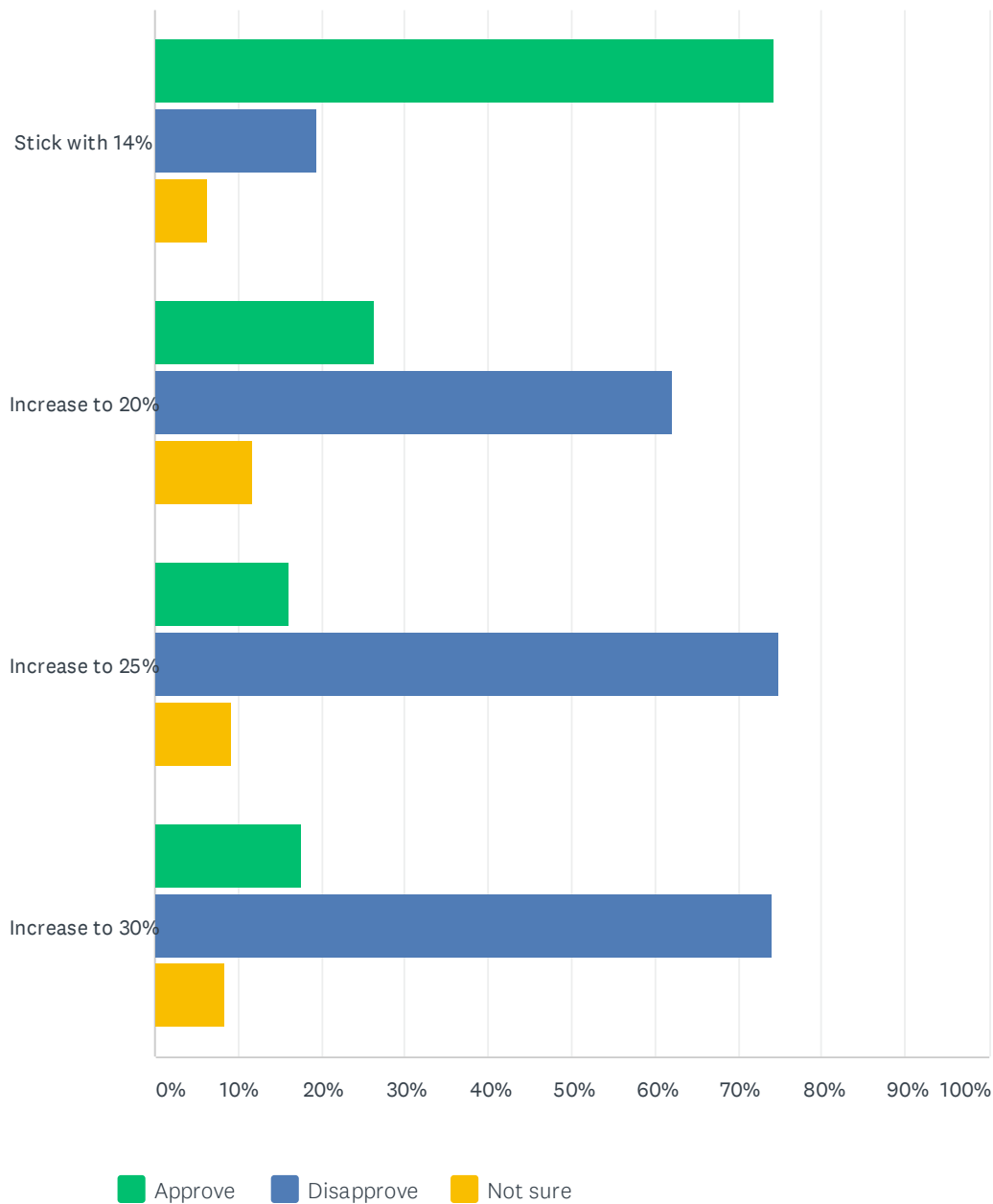
Answered: 170 Skipped: 0



ANSWER CHOICES	RESPONSES	
Yes	34.12%	58
No	65.88%	112
TOTAL		170

Q5 What do you think the minimum amount of Council Tax paid by working age people in receipt of Council Tax Reduction should be?

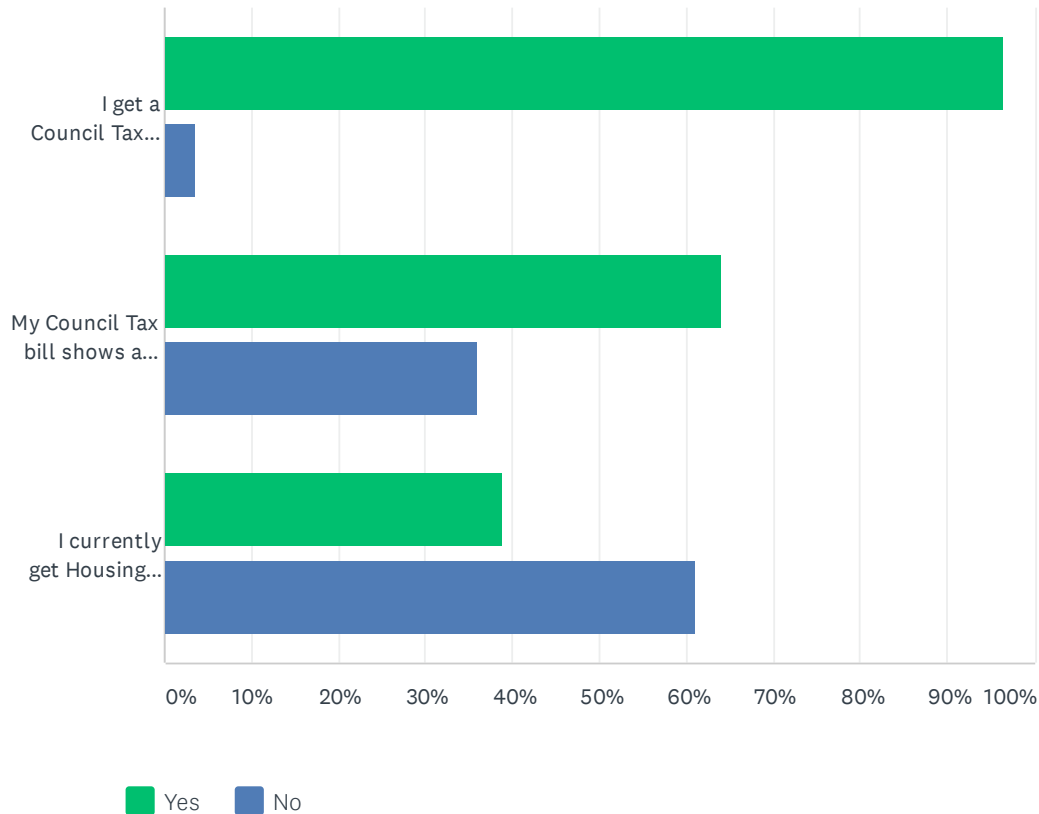
Answered: 170 Skipped: 0



	APPROVE	DISAPPROVE	NOT SURE	TOTAL
Stick with 14%	74.21% 118	19.50% 31	6.29% 10	159
Increase to 20%	26.28% 36	62.04% 85	11.68% 16	137
Increase to 25%	16.03% 21	74.81% 98	9.16% 12	131
Increase to 30%	17.56% 23	74.05% 97	8.40% 11	131

Q6 Please tick the boxes that apply to you:

Answered: 170 Skipped: 0



	YES	NO	TOTAL
I get a Council Tax bill from Fenland District Council now	96.47% 164	3.53% 6	170
My Council Tax bill shows a reduction called 'Council Tax Support'	64.12% 109	35.88% 61	170
I currently get Housing Benefit from Fenland District Council	38.82% 66	61.18% 104	170

Q7 If you have any other thoughts or comments on the proposals, please leave them here:

Answered: 102 Skipped: 68

Local Council Tax Reduction Scheme Proposals

#	RESPONSES	DATE
1	Please look to those that are in receipt of benefits to get extra money from and not people who work very hard for their money. Those who receive state aid are given this to pay their bills	12/7/2020 4:47 PM
2	Increasing the amount of council tax for those on low income to pay would be a bad move. I already struggle to pay bills as a single parent that lost my job due to covid. Asking me to pay more would not only affect my financial situation but also my mental health.	12/2/2020 8:10 PM
3	I'm living on poverty wage's minimum wage. With wife and two children struggling with debts it's hard paying high council bills	12/2/2020 6:59 PM
4	I'm living on poverty wage's minimum wage. With wife and two children struggling with debts it's hard paying high council bills	12/2/2020 6:59 PM
5	I think cuts could be made by looking at and reducing, the large salaries at the top. Hitting the very poorest people who are already struggling to pay bills is despicable. I can only assume you are hoping by pushing people further into desperation that they end their misery permanently, thus saving you even more money. I fail to see any other motive behind this. It's sickening. We already pay a high amount of council tax in Fenland. We have to pay to have our brown bins emptied. People don't apply for help to pay their council tax bill because they have a few grand in the bank and they're worried they might not have enough to cover their champagne dinners. They ask for help because they're on the bones of their arse.	12/1/2020 12:31 PM
6	I don't agree with my housing benefit keep altering when there is no changes in my circumstances I don't know why I should pay in full when we have no decent pavents of street light on street park ect	11/26/2020 11:34 AM
7	Apply for a reduction	11/26/2020 9:17 AM
8	Please do not charge more to those who can afford it least. Many are already struggling financially and get behind with their Council Tax payments as it is. As a Debt Coach I often see this. It must cost you to engage Enforcement Agents.	11/10/2020 5:58 PM
9	Can the benefit and council tax letters be easier to read?	11/9/2020 2:37 PM
10	I understand that you need to increase your budget because of government cutbacks but I have limited finances myself and increasing the percentage we have to pay especially 30% would certainly put myself in financial difficulties	11/5/2020 4:54 PM
11	On working tax credits can I claim council tax deductions	11/4/2020 1:53 PM
12	As a single working mum I rely on extra help to support me and my children if it gets increased I will find it very hard	11/1/2020 6:48 PM
13	As a single working mum I rely on extra help to support me and my children if it gets increased I will find it very hard	11/1/2020 6:48 PM
14	Why don't you save the money you have wasted on this consultation because you will not take notice of the results, like always, you would have already made the decision.	10/29/2020 6:51 PM
15	without punishing those that claim nothing by putting up charges those of us that receive help can and should contribute more to funding. Everyone should help out and i am willing to juggle money and cut back to help out	10/28/2020 10:22 AM
16	I get employment and support allowance of about £130 a week (£261) a fortnight, out of which I pay gas electric water and tv licence and normally rates at a reduced rate.	10/26/2020 11:18 AM
17	I can't afford to pay any more council tax. My universal credit barely leaves me enough money each week to pay for my food and electric. I used to be homeless. I'm frightened that if you make me pay more council tax I will get into debt and end up on the streets again. Please do not increase the council tax I have to pay.	10/25/2020 4:14 PM
18	It just takes more money away from those that need it ,who could be already struggling	10/21/2020 12:37 PM
19	I am struggling to make ends meet as it is so if you was to take more money from me I would not be able to buy food	10/20/2020 10:40 AM
20	Universal Credit for single people (as per GOV.UK): Single and under 25 £342.72 per month (£79.10 per week)* Single and 25 or over £409.89 per month (£94.59 per week)* *The above	10/19/2020 3:10 PM

Local Council Tax Reduction Scheme Proposals

are currently increased due to the COVID-19 so may reduce when pandemic is over. Council Tax: Council tax for a single person living in a 1 bedroom flat in Wisbech - Band A = £990.97 (£1321.30 per annum – 25% Single Person Discount @ £330.33 = £990.97 per annum) Council Tax Reduction: Council tax for a single person living in a 1 bedroom flat in Wisbech – Band A – receiving full Council Tax Reduction but has to pay 14% Council Tax = £138.74 per annum or £2.67 per week (£990.97 per annum x 14% = £138.74 per annum) Average rent for 1 bed flat in Wisbech: Average Rent is £476.33 per month (£109.92 per week) based on 15 flats advertising on Right Move's website 09/10/2020. Local Housing Allowance Rate £103.56 per week, rent is £109.92 per week therefore top up housing benefit with £6.36 per week from Universal Credit money Money left-over for food, non-food, utilities & transport: Single and under 25: Universal Credit £79.10 per week Council tax to pay after Council Tax Reduction (Wisbech Band A) £2.67 per week Housing Benefit top up £6.36 per week (average rent £109.92 – Local Housing Allowance Rate £103.56) = £70.07 per week leftover for food, non-food (such as toilet rolls, toothpaste), utilities* and transport. Single and 25 or over: Universal Credit £94.59 per week Council tax to pay after Council Tax Reduction (Wisbech Band A) £2.67 per week Housing Benefit top up £6.36 per week (average rent £109.92 – Local Housing Allowance rate £103.56) = £85.56 per week leftover for food, non-food (such as toilet rolls, toothpaste), utilities* and transport. *electricity, gas, water SUMMARY: A single person under 25 years only has £70.07 per week to live on so cannot possibly afford to pay any more council tax. People under 25 years are the most likely age group to struggle to find work due to their lack of transport, their being considered too young and being inexperienced so it is unfair to penalise them for not being able to find work. To increase council tax for people under 25 years could also lead to debt and homeless at a young age - not a great way to start life. However, a single person 25 years and over has £85.56 per week to live on so you could charge them 20% (£198.19 per annum, £3.81 per week, leaving £84.42 per week to live on after housing benefit top up) or 25% (£247.74 per annum, £4.76 per week, leaving £83.47 per week to live on, after housing benefit top up). Can I suggest that you target people who are better off rather than those who are struggling already? For example, charge more for the brown bin subscription, bulky waste collection, rents on properties owned by the council, planning fees, licensing fees, etc.

21	i am a single disabled man struggling to cope on minimum money so taking council tax would make my life harder a . so no i do now agree with council tax for the disabled.	10/16/2020 2:55 PM
22	Fly tipping is getting worse and people should be billed accordingly. I think the service should be included in the CT bill so that people would take more responsibility	10/16/2020 12:22 PM
23	The DWP have increased the amount of Universal Credit for this year, due to Covid 19 but the plan is to bring this amount back down again in 2021. Therefore, I will have less money available to me to pay any of my bills and it will be a struggle to pay more towards my Council Tax bill.	10/15/2020 2:21 PM
24	I am of working age but due to my conditions I CANNOT WORK. Its not that I dont want to work. Grossly unfair to be penalised like that. I feel some people should pay more as they dont even make the effort to find work. I get enhanced rate of PIP. There should be exclusions in the price for this benefit, which i use to try and make life a little more bearable.	10/14/2020 9:52 AM
25	It will put too many people already on low incomes further into financial difficulties and increase the poverty in an already deprived area, putting children in deeper poverty and deprivation.	10/13/2020 9:38 PM
26	I receive just under £80 per week universal credit (I am a single man, living on my own in a 1 bed flat). After topping up my housing benefit as it doesn't cover all my rent and paying my council tax at 14%, I have about £70 per week leftover for food, water, gas, electricity and buses which I just manage to scrape by on. There is no way I could pay more council tax. I would have to go without food or heating. Please do not increase how much I have to pay.	10/13/2020 4:45 PM
27	Ok for those lucky enough to perhaps be working in a part time capacity to pay towards CT, but for those that are in receipt of UC cannot afford to make payments towards CT as they don't get enough to pay their rent and ongoing bills like electric and gas, let along council tax.	10/13/2020 3:34 PM
28	Increasing the amount would not benefit people on low income or those that are disabled.	10/12/2020 3:04 PM
29	It's not fair to raise -let alone double - the charge for long term sick/disabled. It's not a choice to require this kind of support and it's not a temporary situation either. You would be penalising the disabled.	10/12/2020 1:32 PM
30	I am a disabled resident receiving ESA, PIP and housing benefit. Over the last 10 years I have	10/11/2020 6:56 PM

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seen the rate of benefits reduce in real terms as increases have not kept pace with inflation. The LHR rate of £485 per month is less than is needed to rent privately and my current rent which is set to increase each year by 5% is £575 per month. I believe that in the Government's own calculations I am now within the poverty sector of the UK and have to support my 14 year old son who lives with me. Should Fenland DC decide to raise the minimum amount of Council Tax above the current level of 14% they will be putting myself and my son into greater poverty. One way around this would be to exclude all residents on PIP from future increases in council tax until the benefits that they receive keep pace with inflation. I wish that I could work as then I would have some control over my life style but unfortunately my disabilities prevent this. Whilst I appreciate that the council need to find extra money perhaps this could be achieved by say raising the cost of the garden refuse bin scheme. I believe that some local authorities charge up to £56 p.a. for this scheme. assuming there are 5,000 households within the Fenland DC region an increase of this magnitude would raise an additional £80,000 p.a. which should negate the need to increase the amount of Council Tax.

31	As a married 66 year old disabled man my wife is my full time carer and we are in receipt of Council Tax support which we are truly grateful. At the moment I pay 14% towards my council tax bill and at times even this can be a struggle. The thought of having to pay more is very worrying when your finances are already stretched.	10/10/2020 2:29 PM
32	Don't tax the poor.	10/10/2020 10:20 AM
33	Dear Mr. Catchpole, If you make the increases to the minimum Council Tax contribution suggested in your recent letter you will be hurting some of the most vulnerable people in our community. If you increase it to 30%, you could cause people's premature demise. On your conscience be it. Kind regards [REDACTED]	10/9/2020 10:08 AM
34	The criteria for claiming Council Tax Benefit are strict already, so those claiming really need the financial support. I don't think it would be right to increase their bill by a large amount.	10/9/2020 9:40 AM
35	This is not a good idea because of people losing their jobs in these current circumstances plus the money they get from the government is less it would not help with people's mental health	10/8/2020 10:55 PM
36	you say working age well that means at the rate they keep putting up the pension age I will never become a pensioner. I have worked all my life on the bases that I would be getting my pension now. At 61 I am the youngest of 8 my sibling sisters all have there's I have 4 brothers then me my pension age as gone from 60 / 65/ 66/ now not sure if it is /67 as I understand 67 is being brought forward. I have work part time from the age of 11. 45 to 55 hours a week from the age of 16 i have worked all my life in the main doing physical work I have messed up my joints and nerve endings because of a life time of putting them under pressure in fact I have lugged lifted pushed and carried heavier things than most men I know. so when again you say pensioners are except and I am missing out again through no fault of my own I have to say it should not penalize people over 60. And if you do then no more than 20% also younger people also have larger family's and take more out the system so like mine and my parents generation had to pay all our council tax there were not all the benefit's that they get now. if you did not pay your rent no one else was going to pay it for you, work 2 or 3 jobs if you had to. If you the council have to get extra money then fare enough I will have to pay it but it should be 20% for over 60% and more for under 60.	10/8/2020 9:35 PM
37	I may get council tax reduction as im unable to work due to my health so i find it so unfair that i should be punished when i cant work as im so ill i can understand the council needs to make cuts on spending but to put a higher council tax on me seems so unfair when most of them i wont need due to the risk of covid-19	10/8/2020 1:26 PM
38	Finding things hard expect increase of single propulsion	10/8/2020 11:39 AM
39	As a carer for my husband I find it difficult enough paying for his extra needs as he ages this change would be extra stress I don't need.	10/7/2020 10:15 PM
40	important to ensure ONLY those entitled to relief can get it. I think too many people who do not need support are playing the system!	10/7/2020 7:54 PM
41	We cannot keep penalising the people that genuinely need help. I understand we need balance but while COVID-19 is around he need to support residents!	10/7/2020 7:28 PM
42	I am of working age, however, It was necessary for me to give up paid employment to become an unpaid family carer of my now adult daughter. Since she became an adult , the financial support (child benefit , child maintenance etc) stopped and finances have been hugely	10/7/2020 3:49 PM

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impacted. I don't think it's fair to hit those who are already struggling . Unpaid carers and those with disabilities already face financial hardship .

43	I am disabled and can no longer work, the law states I need x amount to live on, which you will know doesn't give me a privileged life. Now you want to take more money away!!!!!! Totally unacceptable. I have hardly been out of my bungalow since March have spent more money i can't afford on facemasks, hand sanitizer and disinfectant now this. Why don't you increase the amount of council tax to those earning over 50k a year instead of penalising the disabled.	10/7/2020 1:10 PM
44	Absolutely discusting! You can not take more from those already struggling! How about you look closer to home all those who are wealthy and have several businesses in the town!! It's not like the money gets spent in the right places anyway the hight Street is a mess!!! There is no way this can happen I'm already in debt with my council tax because its either pay that or put food in my kids mouths!!! Don't take from the poor!	10/7/2020 1:09 PM
45	This decision appears to be a knee jerk reaction to a problem that you've not explained in full and are now seeking support from the public. What are the current levels of spending? What are the projected levels of spending? What have you spent the government support money you recently received on? Why do you think people should struggle further without full explanation? In general I don't support heavy welfare support, but this comes across as heartless and without thought during a tough period.	10/7/2020 12:41 PM
46	I do not believe that those who have already been unfortunate to lose work through the pandemic should have this cost increased.	10/7/2020 11:27 AM
47	My husband and I are living on a low income but because we have saved for our retirement are penalised. We don't have mobile phones on contract, but pay as you go, we don't have Sky, Virgin or any other pay TV and we don't smoke. We have to pay full Council Tax on our low income. Instead of making those that do pay their tax pay more, charge those that don't.	10/7/2020 10:57 AM
48	Its wrong to ask those with the least to pay even more	10/7/2020 10:53 AM
49	Hitting the poor and needy to fund services that could be made more efficient is ridiculous. There are so many grants for unnecessary projects that can be stopped.	10/7/2020 9:17 AM
50	I rely very heavily on this reduction as disabled hence my being unable to work full time. But I do try. I think there should be a sliding scale. However i can see that homelessness and food bank usage will increase. So feel that potentially morel money will be needed from other budgets elsewhere to support the consequences. I have been suicidal due to money worries since covid so more pressure would not help me at all.	10/7/2020 8:52 AM
51	It's vital that those genuinely claiming council tax support continue to do so rather than put them into greater difficulty. Befoe you introduce any increases, which you will no doubt have to do if you get no further Gov't support, FDC need to beef up those currently claiming as there are people who are not genuinely entitled and making false claims.	10/7/2020 8:34 AM
52	I can barley keep my head above water now with bills food rent etc and increase would mean not eating or not paying my rent	10/6/2020 2:00 PM
53	If this proposal goes through it will result in serious hardship for people who are already on very low incomes. It is also not fair that only working age people have to be the only group that bear the brunt of these increases. Pensioners should also be expected to have to pay towards it. I also think that you will be spending money on extra admin, courts, bailiffs, etc to try and get money out of people that don't have extra money to give you. I appreciate you have to get money from somewhere but potentially doubling the percentage of council tax reduction expected to be paid by residents who are already struggling, should not be one of them.	10/6/2020 10:20 AM
54	If you need to raise money, perhaps increase charges on the sports centres, bring in paid parking, or ask the richest in the district to pay a little more. What sort of person would suggest you hit the poorest, disabled, most vulnerable people in society? Since the libraries are currently not open properly due to covid, make redundancies. The result of expecting say a single parent on £74 a week, to pay £30 a month is ridiculous and cruel as you will be driving them to desperate measures. They will get further in debt and have to cut back on essentials like telephone and broadband and transport, all vital if they want to look for work and go for interviews. Perhaps look at increasing the council tax on bands higher than band E and ask for a small 5% increase. I *do* realise that with a Tory run council, the very first thoughts will *always* be, "lets hurts the poorest, the most vulnerable, the old and the sick first". Rather than the wealthiest people in the district. I suppose I can only be thankful that nobody has	10/6/2020 9:15 AM

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considered a 'final solution' for us 'unproductive members of society' yet, although I'm sure Priti Patel has something up her sleeve. Shame on you. I'm also sure that this 'consultation' is no more than a nod at democracy and you'll do whatever you have decided to do anyway.

55	It is hard enough at the moment trying to pay bills and putting food on the table our benefits are not going to increase with the amount you want to increase council tax. We do not receive a weekly amount inline with what pensioners receive but it is always the lowest paid people on benefits you want to make life even harder for. The majority of people on benefits are mainly willing to work if they can find work, but a lot of people are sick or disabled and you want to penalise the lowest paid people yet again disgraceful	10/6/2020 6:35 AM
56	Help the work force instead of helping those who pay nothing from the crown pocket	10/5/2020 10:27 PM
57	Why is it always the poorest people who have to foot the bill ? We are the least able to afford this increase! Our income does not go up each year by pounds it goes up by pence ! Perhaps we could all see the councils financial records ? Then we could advise on where savings can be made ! No one will allow us to do it as we are classed as second rate citizens! Some of us are disabled through hard work and do not choose to be this way ! If you tax the people who are able to afford it you may loose your votes. This Country is run by greed and money ! I would love to come to a Council meeting and bring up ways to save money ! Bet I don't get the chance ? Start thinking about lower income people and stop robbing us blind !!	10/5/2020 6:31 PM
58	As a disabled person, I am living on so little money that having to pay more towards council tax will seriously affect my life. I don't understand why we were given money from the government this year to help because of the effects of covid and you now want to take it back in raising what we pay.	10/5/2020 6:25 PM
59	People on support (mostly disabled or genuinely in need of help) are/have been already severely struggling in this world that only cares about the rich. Many struggle to even eat with today's food costs. I think it is completely horrible and disgusting that you even contemplate possibly doubling the poorest's tax fees. A slight rise may mean we eat less and struggle more but is perhaps inevitable. I myself already barely live or have any desire to carry on even. I feel many will simply end their lives if we are made to struggle much more than we already are. Just watch and see... Or is that the plan to get rid of the poor or disabled?	10/5/2020 4:27 PM
60	The best way to reduce local government cost would be to abolish District councils altogether. Why do we need three tiers of local government?	10/5/2020 4:02 PM
61	i think putting the percentage to pay towards council tax shouldnt go up for people who are on full benefits . we struggle now to pay bills and keep our families fed . putting the price up will put the people who struggle already in more poverty . it should stay as it is and charge the people who pay full council tax more	10/5/2020 3:53 PM
62	As I live on benefits but own my own house so have to pay for any problems arising With house I need as much money as I can get. When I reach state pension age I will go back to paying full council tax. So for now the reduction scheme helps me immensely....	10/5/2020 3:22 PM
63	I am on universal credit due to ill health. If you increase the reduction from 14% this would greatly affect my circumstances. I am having problems now paying all my bills, I have nothing left. It would help not having to pay bedroom tax, it's a disgrace we have to pay this. My financial circumstances would be much better if I stopped paying this.	10/5/2020 2:53 PM
64	I am a disabled person living on esa & pip benefits. I cannot afford to pay more towards my council tax.	10/5/2020 2:52 PM
65	The people benefiting from this reduction are people being forced into claiming benefits to survive. These people are not working for good reasons, either from medical conditions, mental health conditions, or family difficulties. I find it very disturbing that the council is considering charging these vulnerable people even more money, on top of the difficulties arising from the covid-19 situation, their income being limited due to the implementation of the horrible new benefits system greatly having reduced their income, and already struggling with crippling medical and mental health conditions. The people benefitting from these reductions used to get a 100% reduction and have already had their benefits reduced in a way that forces them to pay some of the money towards their council tax. They are already dealing on a daily basis with difficulties regarding finances, limited income, cost of living greatly increasing with the covid-19 situation but the benefits not following suit, increasing cost of rented accommodation with the housing benefits threshold not changing accordingly, and majorly increasing costs of energy bills and water bills. Should this new rule be accepted, This will cause a lot of distress	10/5/2020 2:33 PM

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to many families that are already experiencing very stark difficulties and will cause I am sure, further levels of debts for families already struggling with their daily lives.

66	Many people, like me, who rely on benefit are struggling to make ends meet now to double increase or double the amount of council tax they have to pay will force them into financial difficulty. The knock on effect to other council and public services is there fore likely to out way the savings that are hoped to be saved by this.	10/5/2020 2:30 PM
67	I'm definitely NOT able to PAY Council Tax as I'm on UNIVERSAL CREDIT plus I'm UNFIT TO WORK.	10/5/2020 1:56 PM
68	I am now widowed and disabled from work so the support the council give me is very important for me to stay independent and manage my bills and I am 64 years young	10/5/2020 1:54 PM
69	it does seem a shame that it will be the vulnerable people that will be paying the cost of the saving targets. Those people that are receiving the reduction are the ones already on a low wage or, like myself with a disability. we already struggle to pay the council tax and the bedroom tax. I feel making us pay extra is just another low blow.	10/5/2020 1:53 PM
70	It's very clear term "working age" is completely irreverent and a stupid label to give someone who's income is solely from benefits only. It's obviously idiotic to assume someone who isn't working can afford another 14% or even more from a fixed sum. Utterly ridiculous bordering sadistic and totally uncaring and heartless but of course it's from the Fenland District Council so business as usual.	10/5/2020 1:53 PM
71	I'm disabled, live alone and live off ESA (support group). Increasing the minimum contribution will significantly effect my already stretched budget. It's not like I can just try harder, find a job and then have the money to pay more council tax. Until I became ill I worked and paid tax, I never had benefits. This feels like punishing me for not being able to magically heal my damaged body, get a job and contribute more to society!	10/5/2020 1:32 PM
72	I'm disabled, live alone and live off ESA (support group). Increasing the minimum contribution will significantly effect my already stretched budget. It's not like I can just try harder, find a job and then have the money to pay more council tax. Until I became ill I worked and paid tax, I never had benefits. This feels like punishing me for not being able to magically heal my damaged body, get a job and contribute more to society!	10/5/2020 1:32 PM
73	If the council employs cowboys then you are going to get cowboy work. The council don't do nothing.	10/5/2020 1:08 PM
74	It's a reduction to support those who are disabled and unable to work Better ways to cut spending than targeting those who are in need of support	10/5/2020 12:57 PM
75	i am a carer for my wife so all i get is carers allowance and my wife is on long term benefit,therefore we are on very low income so an increase would really be a struggle for ourselves	10/5/2020 12:46 PM
76	People who work should have to pay a bit more than the people who dont work, if you rely on benefits it shouldnt change, if you have pip or disability then i think the council tax bill should be less to pay. I can only afford to pay the £19 at the moment i cant pay anymore than that. People who have mansions should pay more for a start if they can afford a house like that thrn they can pay more towards the bill. People who are on a low income shouldnt have to pay the increased amount it should stay the same. People of pension age shouldnt have to pay it either	10/5/2020 12:31 PM
77	I'm registered dissabled my children are all dissabled we shouldn't have to pay poll tax at all so change it . If your on disability benefits u don't pay if your just loving life on the doll increase it to maximum bill	10/5/2020 12:26 PM
78	Why does it not apply to pensioners. This is really unfair. Disabled have a hard enough time as it is without having to worry about finding more money for council tax	10/5/2020 12:25 PM
79	COVID has effected the poorest in the community the worst. Why this financial attack? Every penny to a low income family matters more than those with disposable income. May I suggest the council looks for savings from those who perhaps can afford it more or cut other services as their increased council tax may mean the difference to something having their hair done or visiting the barber to someone missing a few meals!	10/5/2020 12:23 PM
80	Whilst I can see the thinking behind this proposal can I point out that this would hit again those	10/5/2020 12:23 PM

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within Fenland that are already hit by the austerity measures of central Govt which have been implemented without mercy for over 10 years. Almost all benefits barring state pension have not been raised ,or if raised by only a few pence and I honestly cannot see how increasing council tax payments for this group can possibly work. I think many within certain groups will just fall ever more into debt. Those within the disabled groups have been hit especially hard by central Govt policies both economically and also by the closures of many centres. The only group that appear to have been left alone are the very group you intend not to raise the CT for..those with pensions are perhaps the only group that can afford the increase. I would also like to point out the recent increase in pension age for women to 66..and that coupled with a huge increase in unemployment will mean those women will be doubly hit both by the increase of state pension and by an ever decreasing employment market that will no doubt view women of 50+ to be "unemployable". I think fenland council might need to look elsewhere in order to raise revenue. Perhaps it seemed a good idea to increase CT revenue from those with the least money but I should imagine you will have huge expenditure occurring in trying to recoup money via courts etc .Please rethink this before people spiral into debt through no fault of theirs.

81	An increase to 20% may be possible to some but those with autism and other disabilities should be exempt from any rises as finding work is near impossible for these groups! You could also increase council tax for earners by 1% as minimum wage has increased significantly	10/5/2020 11:56 AM
82	People are already living in poverty finding it hard to pay all there bills while feeding there family. Uping council tax by 25 or 30 % is going to be to much to a lot of familys who are already struggling i think if there is an increase it should only be 20 percent. Familys have also been affected by covid.	10/5/2020 11:47 AM
83	Consider a massive reduction in benefits to new universal credit and explain where they are to find the extra money when I here so many already attend food banks. This has been a massive learning curve for me and I fear the response from joe public to raise it also have no understanding of how poor new people are to this system. Perhaps reducing the amount of council tax letters you continuously send out would greatly reduce your cost and making sure rubbish collections are done according to route instead of sending out again for roads missed out. Money spent on fixing pot holes and bumpy roads done properly in the first place instead of redoing all the time. Cut down on red tape and reduce your own workforce.	10/5/2020 11:22 AM
84	Stop targeting the poor and vulnerable.If extra revenue is needed, take it from those who can afford it.Many ddisabled people don't have the option to work, so should be exempt.	10/5/2020 11:13 AM
85	I don't agree with benefit recipients being made to pay any money. It is totally unfair. Other councils eg huntingdonshire Council do not make benefit recipients pay any. Why should working age people on benefits pay when pensioners do not have to. If one group has to pay so should the other. It is ageism.	10/5/2020 11:02 AM
86	We are paying council tax but also paying bedroom tax even though we are all disabled. Our 30 yr old son is registered disabled but we have to pay full price for him. We will struggle to pay any extra.	10/5/2020 10:43 AM
87	I feel that in my area that is well known for a lot of people on benefits that need to use food banks at the moment to help survive week by week. By increasing the amount of council tax that needs to be paid by people on low income in increases the risk to child poverty and shortages of basic essentials. Also just because someone is of working age does not mean that they are work capable, as the current DWP medical system is broken and this forces a lot of people with disabilities to be classed as capable to work. With the added stress of more council tax added to the pressure to apply for unsuitable work, this could lead to an adverse affect to already vulnerable peoples mental welfare.	10/5/2020 10:15 AM
88	Sadly covid has hit everyone hard and money needs to be recouped to keep afloat, There are hard times ahead, But agree cut backs need to be implemented, We certainly don't need the current mayor if Wisbech as he's so far to date Proved he not a good example to be holding the position, the expenses paid to him could be better spent else we're	10/5/2020 10:10 AM
89	Council taxes are high enough for those of that have worked and paid our way without assistance from anybody. 14per cent is adequate	10/4/2020 1:05 PM
90	Council Tax is weighted against the poor and therefore should be abolished and incorporated in Income Tax. Funnily enough, the rich and the Conservatives don't like this idea very much.	10/3/2020 5:52 PM
91	I am worried that with so many people facing unemployment through no fault of their own, this	10/3/2020 4:58 PM

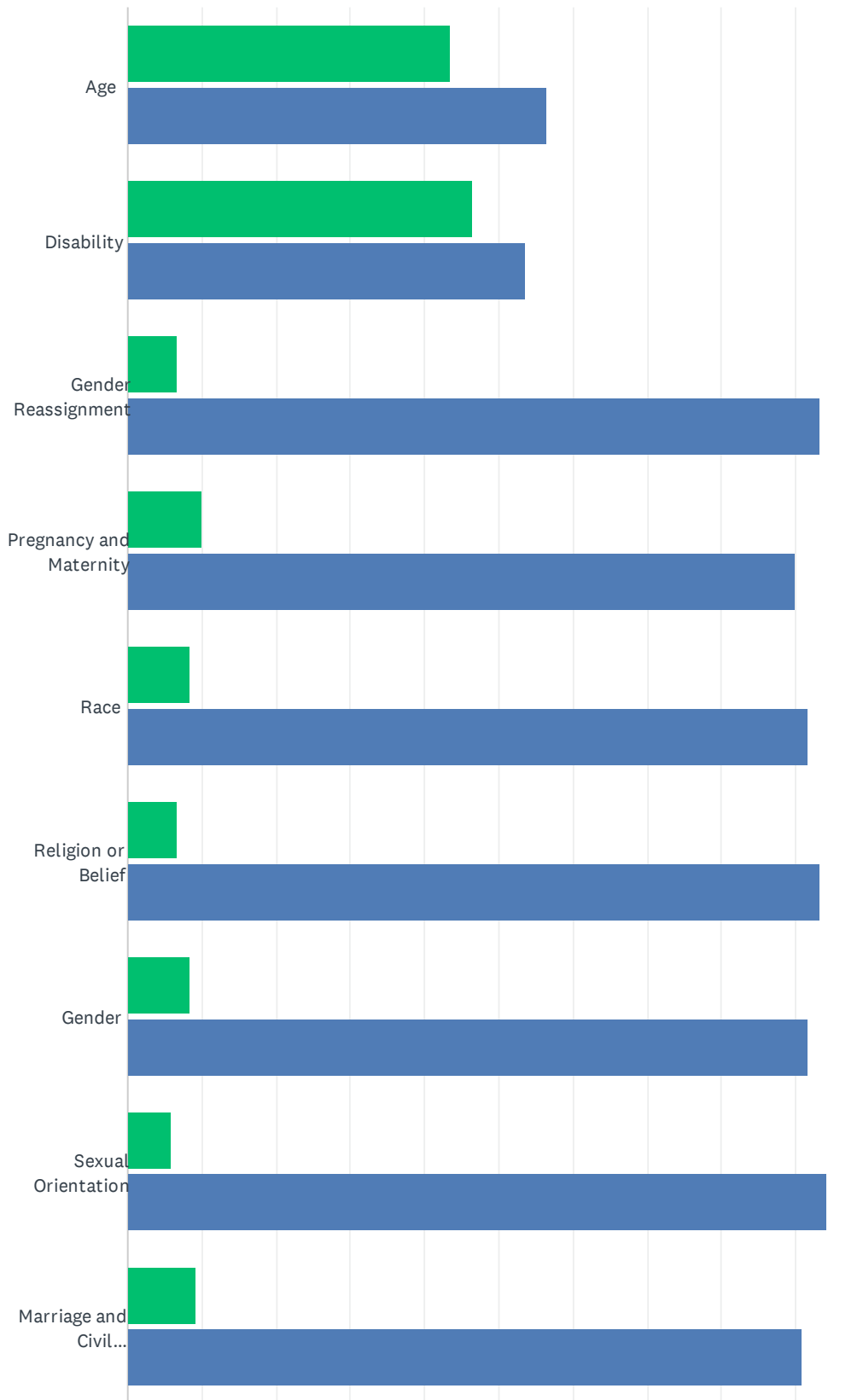
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will further penalise people. I work full-time at the moment and pay council tax myself but am facing possible redundancy . Council tax support is paid to people that need it and should continue as it is at no more than 14%

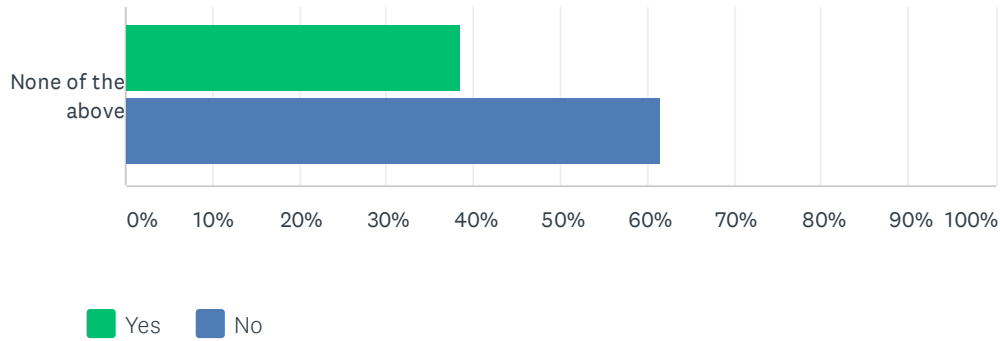
92	It has been suggested that there will be a benefit freeze by the government in the next budget. If this goes ahead, an increase in CT reduction will in real terms mean a cut in money for those on benefits. If it doesn't go ahead then any benefit increase will be swallowed up by paying for CT. Any increase over 20% would again mean a real terms cut in benefits.	10/3/2020 10:43 AM
93	Our bill is nearly 2k a month why shouldn't people pay they get help and £10 a month isn't bad in comparison to our bill.	10/3/2020 9:01 AM
94	if you go to high some people may get into debt cause they cant afford the increase as benefits dont go up enough to cover increase	10/3/2020 8:44 AM
95	In times of need, 10 years of austerity, more people losing their jobs, those on low incomes who already can not afford to live and with more children in poverty I think it's a disgrace to increase tax on low income families. It's a pressure they don't need and don't deserve. It may seem like a fiver Increase but when People have not much a fiver a month is a lot. So I absolutely believe council tax contributions should NOT be increased	10/2/2020 10:53 PM
96	how do you expect people to live if the tax rises? people are struggling as it is and all you can think about is putting tax up.	10/2/2020 9:09 PM
97	.	10/2/2020 8:37 PM
98	Cut the ridiculous salaries paid to your top bods!	10/2/2020 7:18 PM
99	This is a terrible idea, just because more people are in need of support given the unprecedented circumstances, doesn't mean they are any more able to pay council tax due to their circumstances. This proposed increase would put more stress and pressure on these people at the time of most need of support. I cannot believe this is even being proposed. Benefits are meant to be safety nets for those in need and in unfortunate circumstances. I hope to never ever need support from either local or central government, but would hope if I was in need, then the proper support and safety net is in place.	10/2/2020 6:45 PM
100	Cut some of the obscene salaries and pensions paid to senior council officials before increasing hardship on low earners.	10/2/2020 6:09 PM
101	To apply a change to people of working age is age discrimination and would easily be challengeable in a appeal on that basis. Further more using the fact there is an increase in demand for the service as a reason to make people pay more is not a valid justification for such an increase. Especially when you are proposing one option as doubling the amount. This is actually going to push more people who need this service further into hardship and debt at a time they really are probably already struggling beyond their means, with many of them requiring food banks already. Instead you should apply better logic here. The needs of these few should be met by those that can afford it. Those that pay the full council tax. I would happily pay more if it means that the needy don't. Further more you should look for more efficiency improvements that can be made in other areas or ways of working smarter. That will actually result in cost savings.	10/2/2020 6:09 PM
102	Lower the support the elderly get, they get 100% while we are not working so they stay safe during covid. It's the fact people can't work properly that is increasing the amount of claims.	10/2/2020 5:52 PM

Q8 Do you feel any of the following have been a factor in the issues you have raised?

Answered: 162 Skipped: 8



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	YES	NO	TOTAL
Age	43.61% 58	56.39% 75	133
Disability	46.38% 64	53.62% 74	138
Gender Reassignment	6.61% 8	93.39% 113	121
Pregnancy and Maternity	10.00% 12	90.00% 108	120
Race	8.33% 10	91.67% 110	120
Religion or Belief	6.67% 8	93.33% 112	120
Gender	8.40% 10	91.60% 109	119
Sexual Orientation	5.88% 7	94.12% 112	119
Marriage and Civil Partnerships	9.17% 11	90.83% 109	120
None of the above	38.53% 42	61.47% 67	109

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#	IF YOU'VE TICKED ANY OF THE BOXES, PLEASE TELL US WHY. THIS WILL HELP US UNDERSTAND HOW OUR PROPOSALS AFFECT THESE PARTS OF THE COMMUNITY.	DATE
1	My wife and I are in our 30's with 2 children. We both went to university and have professional jobs that pay well which allow us to afford a nice home a contribute to the local economy of March where we chose to live and raise our children. It seems apparent though that with each year that passes our financial obligations to our local authority are becoming evermore increased with little apparent service for our contributions such. I am glad that we live in a country that supports those in need of financial help, but saddened when we are expected to fill any gaps in finances, such as to pay for adult social care, simply because we work very hard. If financial punishment on the hard working and 'wealthy' of March continues it will drive these people out	12/7/2020 4:47 PM
2	Being a line parent is hard enough without the fear you may have to pay more. How about increasing the amount people with massive houses or those on a larger income have to pay rather than stealing off the poorer people!	12/2/2020 8:10 PM
3	Make the pavement safer to walk on for the elderly and disabled and children and mum with prams and wheelchair	11/26/2020 11:34 AM
4	Those with severe disabilities have less chance of having a well paid job, or in many cases, being able to do any job.	11/10/2020 5:58 PM
5	cant believe single person had to pay so much more than single parent, make it fair	10/28/2020 10:22 AM
6	does not cover mental health problems, I needed a lot of help to complete this survey, but hopefully it will be of help	10/26/2020 11:18 AM
7	I'm in my 20s and I get less money because of my age. It is hard to get a job because of my age and because I'm black.	10/25/2020 4:14 PM
8	Disability can come in many forms ,and with extra expenses as it is.	10/21/2020 12:37 PM
9	As explained above, under 25 year olds are often unemployed through no fault of their own and the amount of Universal Credit they are paid is minimal and to pay more council tax would cause immense pressure on them financially, mentally and they could end up in debt and homeless. Please do not charge them more. Just for the record. I am not under 25 years old, nor am I on Council Tax Reduction, so this does not affect me. I just feel strongly that you are putting our young people in danger if you charge them more council tax.	10/19/2020 3:10 PM
10	i am disabled, live on my own.money is tight. i do not agree with the disabled paying council tax.	10/16/2020 2:55 PM
11	N/A	10/15/2020 2:21 PM
12	Disability comes in all shapes and forms including severe mental health issues, i feel the anxiety finding this extra money may tip the balance and cause severe hardship in an already cost rising time.	10/14/2020 9:52 AM
13	I have ticked the age box because this question directly refers to those within a certain age bracket. (Working age), which actually represents people from age 16 to age 65+.	10/13/2020 3:34 PM
14	regardless of age or lifestyle disability an increase would be more harmful and that fenland Council should look to reducing costs over increasing charges for residents. Especially in a covid world where money is so precious to citizens on low income or in need of extra help due to disability	10/12/2020 3:04 PM
15	It's not fair to raise -let alone double - the charge for long term sick/disabled. It's not a choice to require this kind of support and it's not a temporary situation either. You would be penalising the disabled.	10/12/2020 1:32 PM
16	People with disabilities are often on means tested benefits and fall within the poverty sector as defined by the Joseph Rowntree Foundation et.al. Any increase in this proposal will severely impact people with disabilities who claim means tested benefits pushing them deeper into poverty. As commercial rents continue to outstrip LHR we find ourselves having to use the money we require for food being used to support rent and other bills. The consequence of this is that we eat more poorly than thos better off which relates to increased illnesses, higher medical and healthcare costs and ultimately increased death rates as can be seen all over the country and is amplified by the current Covid19 epidemic. With your proposed increases you	10/11/2020 6:56 PM

Local Council Tax Reduction Scheme Proposals

will either be pushing costs onto the NHS or worse still be directly responsible for increased mortality rates. Is this what Fenland DC wishes to be remembered for?

17	Financial strain on an already limited budget.	10/10/2020 2:29 PM
18	It's a free world, be who you are.	10/10/2020 10:20 AM
19	This is only aimed at the working age & not everyone & people who have a disability have enough struggles without having to pay more	10/10/2020 1:00 AM
20	My age is a factor only in as far as my experience of life.	10/9/2020 9:40 AM
21	you say working age well that means at the rate they keep putting up the pension age I will never become a pensioner. I have worked all my life on the bases that I would be getting my pension now. At 61 I am the youngest of 8 my sibling sisters all have there's I have 4 brothers then me my pension age as gone from 60 / 65/ 66/ now not sure if it is /67 as I understand 67 is being brought forward. I have work part time from the age of 11. 45 to 55 hours a week from the age of 16 i have worked all my life in the main doing physical work I have messed up my joints and nerve endings because of a life time of putting them under pressure in fact I have lugged lifted pushed and carried heavier things then most men I know. so when again you say pensioners are except and I am missing out again through no fault of my own I have to say it should not penalize people over 60. And if you do then no more than 20% also younger people also have larger family's and take more out the system so like mine and my parents generation had to pay all our council tax there were not all the benefit's that they get now. if you did not pay your rent no one else was going to pay it for you, work 2 or 3 jobs if you had to. If you the council have to get extra money then fare enough I will have to pay it but it should be 20% for over 60% and more for under 60.	10/8/2020 9:38 PM
22	you say working age well that means at the rate they keep putting up the pension age I will never become a pensioner. I have worked all my life on the bases that I would be getting my pension now. At 61 I am the youngest of 8 my sibling sisters all have there's I have 4 brothers then me my pension age as gone from 60 / 65/ 66/ now not sure if it is /67 as I understand 67 is being brought forward. I have work part time from the age of 11. 45 to 55 hours a week from the age of 16 i have worked all my life in the main doing physical work I have messed up my joints and nerve endings because of a life time of putting them under pressure in fact I have lugged lifted pushed and carried heavier things then most men I know. so when again you say pensioners are except and I am missing out again through no fault of my own I have to say it should not penalize people over 60. And if you do then no more than 20% also younger people also have larger family's and take more out the system so like mine and my parents generation had to pay all our council tax there were not all the benefit's that they get now. if you did not pay your rent no one else was going to pay it for you, work 2 or 3 jobs if you had to. If you the council have to get extra money then fare enough I will have to pay it but it should be 20% for over 60% and more for under 60.	10/8/2020 9:38 PM
23	as above	10/8/2020 9:35 PM
24	As both myself and my husband age our needs change and we require more support which increases our costs. My husband is severely disabled and I am only just managing now. This possible change would add more stress to myself and my husband.	10/7/2020 10:15 PM
25	Unpaid family carer (working age) , resigned from paid employment to look after disabled family memberalso working age.	10/7/2020 3:49 PM
26	Disability....we are poorer	10/7/2020 1:10 PM
27	Younger people tend to get more discriminated then the older because some people abuse the systems.	10/7/2020 9:23 AM
28	I'm currently unable to work due to having Cancer. This increase would hit those affected with disabilities and illnesses the most. We rely on the support we are given and the reduction in the council tax. Increasing this would have an immense impact on our finances. Covid shouldnt have to affect our present as well as our future. As per usual the council/government pick on those needing the support more than ever. Perhaps look at the ways within house to cut costs first and foremost before you pick on the little people that are already finding it hard to get by with the little they already have!	10/7/2020 9:22 AM
29	Feel that elderly and disabled are at risk from this change.	10/7/2020 8:52 AM
30	Those on minimum wage who are receiving fewer hours because of Covid will be struggling	10/7/2020 8:34 AM

Local Council Tax Reduction Scheme Proposals


even more.

31	We barely keep going month by month as it is an increase of any kind anywhere would mean not paying a bill or not eating	10/6/2020 2:00 PM
32	Many 'working age' people are unable to work because of disability and cannot find a job because of their age. Currently the state retirement age is 67. Not many employers are going to give a 65 year old a full time job, paying enough to keep them out of poverty. Pregnant women or mothers with small children, will also be less likely to be working full time. So women, mothers, old people and disabled people will be more likely to be hurt by an increase of the contribution required.	10/6/2020 9:15 AM
33	It will effect people from all walks of life many of whom have no other choice but to claim benefits due to there curcumstances	10/6/2020 6:35 AM
34	Please see my comments above , then see I I get the invite!	10/5/2020 6:31 PM
35	As I said above, My disability means I can't work and I don't have much money to survive. Because I am of working age (56) has no relation to my ability to pay more.	10/5/2020 6:25 PM
36	people who have disabilities or should not have to pay more than they do now . to be honest they shouldnt have to pay anything towards council tax . it also shouldnt matter what age you are . people on benefits barely get enough to live on as it is . getting them to pay more towards the council tax would put them into more financial poverty .	10/5/2020 3:53 PM
37	Being	10/5/2020 3:22 PM
38	I am working age but not able to work due to my disabilities.	10/5/2020 2:52 PM
39	People already struggling with disabilities, mental health conditions and medical conditions barely get enough to get by as it is. This new rule would cause their income to get further reduced and they already struggle as it is now.	10/5/2020 2:33 PM
40	The above groups are more likely to be struggling financially.	10/5/2020 2:30 PM
41	Every person should be assessed	10/5/2020 1:56 PM
42	Yes my age as I am 64 years old and I am disabled from work and also suffer from anxiety and depression since I lost my wife two years ago and I am struggling to cope so these issues should be taken into consideration for my council tax because I try to be independent as much as I can and with the amounts you are talking of raising it by my benefits done go up that much each year and I really appreciate the help I get from fenland Council	10/5/2020 1:54 PM
43	you have assumed that all working age people are able to work. you have not taken into account people with a disability such as myself.	10/5/2020 1:53 PM
44	Working age has no relevance whereas income has this includes people where personal disability is not considered too.	10/5/2020 1:53 PM
45	I'm disabled, live alone and live off ESA (support group). Increasing the minimum contribution will significantly effect my already stretched budget. It's not like I can just try harder, find a job and then have the money to pay more council tax. Until I became ill I worked and paid tax, I never had benefits. This feels like punishing me for not being able to magically heal my damaged body and contribute more to society!	10/5/2020 1:32 PM
46	I'm disabled, live alone and live off ESA (support group). Increasing the minimum contribution will significantly effect my already stretched budget. It's not like I can just try harder, find a job and then have the money to pay more council tax. Until I became ill I worked and paid tax, I never had benefits. This feels like punishing me for not being able to magically heal my damaged body and contribute more to society!	10/5/2020 1:32 PM
47	With a disability money is scarce when not working or only working a few hours.	10/5/2020 1:07 PM
48	Changes affect support for disabled.	10/5/2020 12:57 PM
49	I said it all in the last comment box	10/5/2020 12:31 PM
50	This is a direct attack on a certain age group with a minimum income. Both agist and classist.	10/5/2020 12:23 PM
51	The disabled and women have borne the brunt of both austerity and of pension age increase.	10/5/2020 12:23 PM

Local Council Tax Reduction Scheme Proposals

52	Those who are autistic and/or have other disabilities should not be forced to shell out even more money as they are seriously disadvantaged in the employment market.	10/5/2020 11:56 AM
53	Working age disabled people and their carers ,who are unable to work,are ,once again being targeted.	10/5/2020 11:13 AM
54	You are penalising working age benefit recipients. Just because people of working age are on benefit doesnt mean they don't deserve the same treatment as older people	10/5/2020 11:02 AM
55	I feel due to the pressures already applied against disabled people by the DWP in getting recognised as disabled, having the added stress of trying to provide the basics for dependants which would come from an increase in council tax, would severely impact on peoples mental welfare	10/5/2020 10:15 AM
56	No	10/5/2020 10:10 AM
57	We receive council tax support due to disability and feel that the proposals have not been looked at for people in this category. I do know that COVID19 has caused a massive debt all round and these funds need to be recouped	10/5/2020 9:26 AM
58	because I am a sensible person and made my decisions based on the information available, and common sense	10/3/2020 1:24 PM
59	Anybody claiming any benefits would be effected as described above	10/3/2020 10:43 AM
60	we all use services so shouldnt have anything to do with what we are	10/3/2020 8:44 AM
61	So it will effect people who may be on disability allowance It may affect these from a minority ethic group It may effect woman and these on maternity The reason for this is these groups are disproportionately associated with low incomes. Therefore in increasing the amount of council tax you are discriminating if against the to medium groups as they are most likely to fall in this bracket.	10/2/2020 10:53 PM
62	This is nothing to do with equality or other areas noted above. This is just about being decent human beings with empathy to others in distressing circumstances.	10/2/2020 6:45 PM
63	What you are proposing is discriminating against those of working age. Its pushing more working age people and people with disabilities who cannot work more into hardship. This also has a negative affect on single parent families who already struggle to provide for their children.	10/2/2020 6:09 PM
64	The help the elderly are getting when you are thinking of asking us to pay more.	10/2/2020 5:52 PM

Agenda Item 7

Agenda Item No:	7	
Committee:	Cabinet	
Date:	25 January 2021	
Report Title:	Fees and Charges 2021/22	

Cover sheet:

1 Purpose / Summary

To receive the recommendations of the Overview and Scrutiny Panel's consideration of the Fees and Charges for 2021/22.


2 Key issues

- The Panel met on the 11 January 2021 to review the Council's Fees and Charges for 2021/22, in line with the Budget Strategy being considered by Cabinet on 14 December 2020.
- The report detailing the proposals to be considered by the Overview and Scrutiny Panel is attached.
- The fees and charges for 2021/22 considered by the Overview and Scrutiny Panel are at Appendix A of the attached report.
- The Overview and Scrutiny Panel recommended to Cabinet that the fees and charges for 2021/22 as detailed at Appendix A of the attached report be included in the final budget proposals for 2021/22.

3 Recommendations

- Members consider the recommendation of the Overview and Scrutiny Panel and approve the Fees and Charges for 2021/22 as detailed at Appendix A of the attached report.

Wards Affected	All
Forward Plan Reference	
Portfolio Holder(s)	Cllr Chris Boden, Leader and Portfolio Holder, Finance
Report Originator(s)	Peter Catchpole, Corporate Director and Chief Finance Officer (S.151 Officer) Mark Saunders, Chief Accountant
Contact Officer(s)	Peter Catchpole, Corporate Director and Chief Finance Officer (S.151 Officer) Mark Saunders, Chief Accountant
Background Paper(s)	Draft Medium Term Financial Strategy and General Fund Budget 2021/22.

Agenda Item No:	8	
Committee:	Overview & Scrutiny Panel	
Date:	11 January 2021	
Report Title:	Review of Fees and Charges 2021/22	

Cover sheet:

4 Purpose / Summary

To review the Council's Fees and Charges for 2021/22, in line with the Budget Strategy considered by Cabinet on 14 December 2020.

5 Key issues

- At a separate agenda item, the draft Budget report for 2021/22 highlights the significant financial challenges the Council faces over the medium term and the scale of savings required.
- The current and forecast economic climate and the ongoing impact of the Covid-19 pandemic, dictates that the Council's charges have to remain sympathetic of local people's ability to pay, whilst at the same time maximising income to the Council.
- Consumer Price Index (CPI) inflation currently stands at 0.3% (November 2020), steadily reducing over the last twelve months from a rate of 1.5% (November 2019). Inflation is not forecast to rise significantly over the next year. Current and forecast rates are at historically low figures and officers have been mindful of the low inflation environment when considering proposals for increases in 2021/22.
- The inflation the Council experiences in some of its services may however be higher than CPI where contracts specify the Retail Prices Index (RPI) or is related to fuel and wage inflation. The increase in costs in these services may be higher than that being proposed for fees and charges.
- The proposed fees and charges for 2021/22 are attached at Appendix A.
- The proposals would, at current usage levels, generate further income from fees and charges of an estimated £48,820 (excluding the increase in Garden Waste subscriptions which has already been set). This amount is in line with the assumptions and income levels included in the draft budget report.
- Consequently, the emphasis is on increasing usage in order to maximise income levels. Any reduction in the level of increases proposed will increase the pressure on the 2020/21 budget.

6 Recommendations

- Members are asked to consider the proposals contained in this report and at Appendix A and to recommend to Cabinet the Fees and Charges to be included in the final budget proposals for 2021/22.

Wards Affected	All
Forward Plan Reference	
Portfolio Holder(s)	Cllr Chris Boden, Leader and Portfolio Holder, Finance
Report Originator(s)	Peter Catchpole, Corporate Director and Chief Finance Officer (S.151 Officer) Mark Saunders, Chief Accountant
Contact Officer(s)	Peter Catchpole, Corporate Director and Chief Finance Officer (S.151 Officer) Mark Saunders, Chief Accountant
Background Paper(s)	Draft Medium Term Financial Strategy and General Fund Budget 2021/22.

1 INTRODUCTION

- 1.1 The Draft Medium Term Financial Strategy and General Fund Budget 2020/21 considered by Cabinet on 14 December 2020 highlighted the significant challenges the Council faces over the medium term. Further details are contained in the draft budget report at a separate agenda item.
- 1.2 When reviewing the current level of fees and charges, officers have been mindful of the following principles:
- (i) The current economic climate, the impact of Covid-19 and the consequential impact on residents and businesses;
 - (ii) CPI Inflation currently stands at 0.3% (November 2020), with only a slight increase over the next twelve months;
 - (iii) The need to remain competitive and maintain/increase activity levels;
 - (iv) Flexibility in the charging regime to encourage increased usage and to assist with meeting Corporate Priorities;
 - (v) The need to maximise income levels to assist with funding the Medium Term Financial Forecasts.
- 1.3 The inflation the Council experiences in some of its services may however be higher than CPI where contracts specify the Retail Prices Index (RPI) or is related to fuel and wage inflation. The increase in costs in these services may be higher than that being proposed for fees and charges.
- 1.4 Although the Draft Budget report did not specifically identify a proposed increase in fees and charges, certain assumptions had to be made in order to produce the draft budget for 2021/22. The proposals detailed in this report will, overall, meet the income levels included in the Draft Budget report. Any reduction in the level of increases proposed will increase the pressure on the level of savings required.

2 PROPOSALS

- 2.1 The proposed fees and charges for 2021/22, together with comparisons with current charges, percentage increase and financial impact are detailed at Appendix A.
- 2.2 Many of the fees and charges are non-vatable and are shown in Appendix A as either exempt(e), non-business(n) or zero-rated(z). All other charges are standard rated and shown inclusive of VAT, with the exception of the charges for South Fens Business Centre, The Boathouse and Sutton Bridge Moorings, which are shown excluding VAT.
- 2.3 Some of the fees and charges are set centrally by government and apply to all local authorities. These are included in Appendix A and cover the following:
- Licensing Fees issued under the Licensing Act 2003 and Gambling Act 2005
 - Electoral Registration
 - Environmental Services – Process Authorisation Fees
 - Planning Fees
- There is no discretion in the setting of these fees and there are no further increases planned for 2021/22.
- 2.4 Planning Fees are set by government and after 5 years of no increase, these were increased by 20% with effect from 17 January 2018. No further increases in these fees are planned for 2021/22.

- 2.5 Taking into account the principles detailed in 1.2 above, all Service Teams have assessed their charges for 2021/22 and their proposals are detailed in Appendix A.
- 2.6 Detailed service proposals are contained in the following sections together with some commentary explaining the rationale for the proposed charges for 2021/22. With CPI inflation currently at an historic low of 0.3% and forecast to remain low throughout 2021/22, many of the charges are proposed to remain at current levels. The following sections are in the same order as detailed in Appendix A.

3 GROWTH & INFRASTRUCTURE SERVICES

3.1 Wisbech Port – Statutory Harbour Dues (Harbour & Light Dues, Conservancy Dues, Pilotage Dues and Additional Charges), Wharfage Dues (Wisbech only), Yacht Harbour (Wisbech only)

Statutory Dues

- Members will be aware that this Council is the Statutory Harbour Authority for the River Nene from Wisbech to the Bar Flat Buoy in The Wash. The Council is allowed to set charges to recover costs over a period of time, a principle re-iterated by the Department for Transport who have previously emphasised that there should not be any 'substantial or continuing subsidy from a local authority's general funds to its port'.
- These costs will be recovered from the charges levied on ships visiting Wisbech and Sutton Bridge using the Harbour Authority/Pilotage service. Due to lower than estimated ship numbers in 2020/21 with no significant improvement forecast for 2021/22, it is proposed that these charges be increased by around 4%.
- The overriding objective when setting charges is to recover the estimated costs of providing this service, taking into account projected ship numbers. There is no cross-subsidy between these charges and the commercial and yacht harbour operations at the Port.

Commercial and Yacht Harbour Fees

- The Council has benchmarked the commercial fees against neighbouring authorities and found that Fenland's charges are broadly in line with these. Consequently, no further increases are being proposed for the majority of Wharfage Dues, with the exception of Bricks and Scrap Metal.
- Ancilliary charges relating to both the statutory and commercial operations of the port have been reviewed and various levels of increases are proposed to better reflect the cost of providing these services.
- In order to better reflect the cost of providing the services at the Yacht Harbour, berthing rates are proposed to increase by around 10%. Ancilliary charges have been reviewed and individual increases are proposed as detailed at Appendix A. Regular benchmarking reviews show that the proposed charges remain competitive.
- Following the completion of the Sutton Bridge moorings, the Council has entered into an agreement with Lincolnshire County Council, who own the moorings, to manage them on their behalf. This includes the collection of berthing rates.

3.2 Mini-Factories, South Fens Business Centre and The Boathouse

- The 'upper limit' on Light Industrial Unit rates are proposed to increase by 2% in recognition of the ongoing buoyancy in the Light Industrial market that is not being seen by the Office sector. All other rates at the Business Centres are proposed to remain at current levels.

- There has been a significant impact on room hire income this year resulting from restrictions imposed during the Covid-19 pandemic. Consequently, no increases to room hire rates are being proposed for 2021/22.

4 HOUSING, ENVIRONMENT, LEISURE & COMMUNITY SERVICES

4.1 Generally, only minor changes to environment charges are being proposed for 2021/22 except for Ship Sanitation Certificates which are increased annually in line with the Association of Port Health Authorities recommended charges and the specific charges detailed below.

4.2 Cemeteries Service

- The Council provides a burial service in 6 cemeteries across the District, whilst maintaining another 15 closed cemeteries. FDC works hard to make sure that the cemeteries are well kept places to visit. In order to deliver what visitors to the cemeteries expect, we work together with our contractor, Tivoli Group, to ensure that high standards are maintained.
- It is proposed to increase the majority of fees, with increases ranging from 0.5% to 2.8%, in order to reflect the cost of providing and investing in the service and the limited size of the cemeteries themselves. The proposed fees remain comparable with neighbouring authorities.

4.3 Commercial and Chargeable Household Waste Services

- The commercial waste services are subject to competition from the private sector. To remain competitive, and support small local businesses, the proposed increases in charges primarily reflect the additional costs of disposal and treatment for both residual and recycling waste. In addition, and following approval by Cabinet in January, a fee for commercial food waste is being introduced.
- The Bulky Household Waste collection charge has been rationalised to make the charges more transparent and easier to calculate for customers, thereby supporting the approach to reduce the appeal of illegal collection services.
- With effect from April 2017, the Council has been operating a chargeable garden waste service. Full details of the scheme and charges are contained in various reports to Members throughout the last four years. As the charges for 2021/22 have already been set (annual subscription if paid by direct debit to increase from £36 to £38 and if paid by credit card/cash, to increase from £40 to £45), the estimated financial impact of the scheme has been included in the draft budget 2021/22.

4.4 Leisure Services

- Members will be aware that from 4 December 2018 new management arrangements are in place at the Council's Leisure Centres. The setting of charges at the leisure centres (with a few minor exceptions) are now the responsibility of Freedom Leisure, the new management contractor.

4.5 Travellers Sites

- The Council operates and manages 5 sites comprising 69 pitches, situated in Wisbech, Wisbech St. Mary, Murrow, Parson Drove and Chatteris, on behalf of Cambridgeshire County Council (who owns them). Site rents (including water charges) are proposed to increase by 1.5% in order to continue to cover costs and provide the necessary services and improvements to the sites. Any surpluses generated from these rents are re-invested in the sites in accordance with the management arrangements agreed with Cambridgeshire County Council.

4.6 Homeless Persons Accommodation

- Rent increases of around 1.5% are being proposed at Creek Road Hostel and at the temporary accommodation properties (leased from Clarion) in line with the social housing rent formula calculation and in order to cover costs.

4.7 Licensing

- Licensing Fees issued under the Licensing Act 2003 and Gambling Act 2005 are set by government and no increases are proposed for 2021/22. To reflect the full range of services provided, the schedule of fees now includes for providing a copy of the licence and for notification of changes.
- To meet the requirements of The Licensing of Animals (Prescribed Description) Animal Welfare (Licensing of Activities Involving Animals) (England) Regulations 2018, a revised set of fees was implemented with effect from October 2018, to be reviewed on a 3-yearly cycle. No further increases are proposed for 2021/22.
- Hackney Carriage/Private Hire Licences charges are currently set at a level to recover the estimated cost of the service. Consequently, no further increases are proposed for 2021/22.

5 POLICY, GOVERNANCE & PLANNING SERVICES

5.1 Planning Fees

- These fees are set by government. Following five years of no increases these fees were increased by 20% with effect from 17 January 2018. No further increases in these fees are planned for 2021/22.
- At the same time as the planning fee increase, pre-application planning advice charges were also increased by 20%. No further increases in these fees are planned for 2021/22.
- No increase in ancillary charges is proposed as very limited income is generated from these.

5.2 Land Charges

- No increase in the basic search fees are being proposed, as the current fees are at a level which covers costs and maintains competitiveness.
- Some of the fees contain an element set by Cambridgeshire County Council and these will be updated when we receive notification from them of their fees for 2021/22.

5.3 Electoral Registration

- These fees are set by government and no further increases are planned for 2021/22.

6 FINANCIAL SUMMARY

- 6.1 The proposals in sections 3-5 above and Appendix A would, at current usage levels, generate further net income from fees and charges of an estimated £48,820 (excluding the increase in Garden Waste subscriptions which has already been set). This amount is in line with the assumptions and income levels included in the draft budget report. Any reduction in the level of increases proposed will increase the pressure on the 2021/22 budget.
- 6.2 The total estimated fees and charges which will be included in the final budget report for 2021/22, will take into account the agreed level of fees together with estimated usage/activity levels.

2021/22 Fees and Charges - with effect from 1 April 2021

Service Group

Growth & Infrastructure
Housing, Environment, Leisure & Community Services
Planning, Policy & Governance

Note :

The charges are inclusive of standard rate VAT (except for charges for South Fens Business Centre and The Boathouse, which are shown excluding VAT) unless they are shown as:

- Exempt (e).
- Non-Business (n)
- Zero Rated (z).

Note : standard rate VAT applicable:	from 04.01.11	20%
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Description of Charge	2020/21 Charge £	Proposed 2021/22 Charge £	% Increase	Estimated Additional Income £
PORT OF WISBECH AUTHORITY (NENE PORTS) FEES & CHARGES				
1. <u>Harbour and Light Dues</u>				£5,260
a. To Wisbech - per G.T.	0.508 (z)	0.528 (z)	3.9%	
b. To Sutton Bridge - per G.T.	0.425 (z)	0.442 (z)	4.0%	
Oil Spill Prevention Charge - per ship per visit	19.30	19.80	2.6%	
2. <u>Conservancy Dues</u>				£4,210
a. To Wisbech - per G.T.	0.380 (z)	0.395 (z)	3.9%	
b. To Sutton Bridge - per G.T.	0.380 (z)	0.395 (z)	3.9%	
3. <u>Wharfage Dues (Wisbech Only)</u>				£3,650
(i) Steel & Iron products - per tonne	0.531 (z)	0.531 (z)	0.0%	
(ii) Timber (Deals, battens, boards etc) - per cu.m.	0.542 (z)	0.542 (z)	0.0%	
(iii) Timber (Plywood, hardboard etc) - per cu.m.	0.687 (z)	0.687 (z)	0.0%	
(iv) Grain, Animal Feeds - per tonne	0.502 (z)	0.502 (z)	0.0%	
(v) Fertilisers, Sand, Salt - per tonne	0.613 (z)	0.613 (z)	0.0%	
(vi) Aggregates - per tonne	0.613 (z)	0.613 (z)	0.0%	
(vii) Bricks, Scrap Metal - per tonne	0.531 (z)	0.850 (z)	60.1%	
Others by arrangement				
(viii) ISPS Charge - per ship per visit	34.74 (z)	35.64 (z)	2.6%	
4. <u>Pilotage and Boarding & Landing Dues</u>				£8,350
a For a vessel to Wisbech - total for inward and outward - per G.T.				
(i) 1000 or below (Minimum - Lump Sum)	758.18 (z)	788.50 (z)	4.0%	
(ii) exceeding 1000	0.759 (z)	0.789 (z)	4.0%	
b For a vessel to Sutton Bridge - total for inward and outward - per G.T.				
(i) 1000 or below (Minimum - Lump Sum)	711.52 (z)	739.88 (z)	4.0%	
(ii) exceeding 1000	0.712 (z)	0.741 (z)	4.1%	
<u>Additional Charges</u> (excluding any charges imposed by terminal operators or agents in respect of attendance at ships by boatmen / ropemen or other personnel)				£1,000
c Detention If a pilot is detained on board or taken to another port as a result of extreme weather or other unavoidable causes: a charge per hour of up to a maximum of The ship will also be liable for any public transportation costs of the pilot's return to port of boarding and subsistence charges during this time.	72.22 (z) 1,083.16 (z)	139.40 (z) 2,091.00 (z)	93.0% 93.0%	
d 'Dead Ship' For <i>force Majure</i> pilotage of a vessel without the use of main engine/s, the compulsory pilotage rate is as per 4(a) and 4(b) plus 100%.				
e Harbour Services Vessel movements in harbour area including mooring and unmooring and moving berth, Draft Surveys, a flat rate charge of	134.00 (z)	139.40 (z)	4.0%	
f Attendance For pilotage subsequently not required for a tide or failure to make ETA/ETD or vessel does not arrive as advised, a flat rate of For inward passage cancelled following attendance, a further flat rate charge for boarding service of 1 hour pilot boat at per hour	134.00 (z) 380.00 (z)	139.40 (z) 390.00 (z)	4.0% 2.6%	
g Pilot Exemption Certificate Application (Processing fee) For a Master of any vessel over 20m working in the harbour jurisdiction without a pilot must apply for a PEC, subject to approval from the Harbour	300.00	300.00	0.0%	
h Pilot Exemption Fee 25% of Full Pilotage (per day)				
i Dredging/Bed Levelling (Charge per Hour) Minimum of 3 hours, plus mobilisation (see below) Tariff rates for Dredging/Bed Levelling apply only within the port areas of Wisbech and Sutton Bridge. Others by negotiation.	410.00	420.50	2.6%	

Description of Charge		2020/21 Charge £	Proposed 2021/22 Charge £	% Increase	Estimated Additional Income £
j Towing (Charge per Hour) Minimum of 2 hours within the confines of the harbour areas, plus mobilisation/cancellation time (see below) Minimum of 4 hours for a stern tow from seaward to Sutton Bridge, plus mobilisation time (see below)		410.00 (z)	420.50 (z)	2.6%	
		410.00 (z)	420.50 (z)	2.6%	
k Mobilisation/Cancellation fee Time (Charge per Hour) Charge for passage to place towing vessel on station, with a Minimum of 1 hour. No charge will apply if cancelled 4 hrs before HW		177.52 (z)	182.13 (z)	2.6%	
l Surveying Per day or part thereof, hire of equipment Per hour, for processing results Cancellation fee of 40% of completed works		173.50	182.00	4.9%	
		94.40	98.05	3.9%	
m Harbour vessel's workboat hire (Charge per hour) Per hour, Minimum 4 hours, small boat hire Orca WB1 Per hour, minimum 4 hours, small workboat hire Nene Surveyor Per hour, minimum 4 hours, pilot boat hire Nene Pilot, Fenland Pilot Per hour, minimum 4 hours, Fenlander Tug		262.00	268.70	2.6%	
		295.00	302.75	2.6%	
		380.00	390.00	2.6%	
		410.00	420.50	2.6%	
Charges for i and l above, if during weekends or between 18:00 and 06:00 on any week day shall be +50% Tariff rates for surveying apply only within the port areas of Wisbech and Sutton Bridge. Others by negotiation.					
n Marine Works Application Processing Fee (minimum)		267.00	267.00	0.0%	
o Duty Officer Call Out Charge Out of hours (per hour) - 1600 - 0800		96.50	98.05	1.6%	
p Marine Works Superintendence - per hour (minimum 1 hour)		95.50	98.05	2.7%	
q Pilot Ordering All Pilots must be ordered 6 hours before HW, a late notice charge will be applied for each pilot ordered after this time Pilots ordered between 12 - 4 hours before HW, a late notice charge No Pilots to be ordered after 4 hours before HW		102.50			
			369.99	NEW	
r Harbour Master Superintendence - per hour (minimum 1 hour)		125.50	128.88	2.7%	
s Local Notice to Mariners A charge will apply where the Harbour Authority has to raise a Local Notice to Mariners (LNTM) on behalf of third parties, of		160.50	175.00	9.0%	
Small Commercial Vessels - Non Resident. <u>Mooring on Authority's Pontoons at Sutton Bridge or Wisbech</u> Per metre LOA per 24 hours or part there of Per metre per 7 days		6.25 27.00	6.25 27.00	0.0% 0.0%	
Small Commercial Vessels - Resident/Non Resident Harbour & Light Dues & Conservancy Charge per vessel per visit. Fuel Transfer Charge or Permission to fuel from tanker or across Authority's property. Per vessel per bunker and subject to 24 hours notice and Harbour Master's permission.		22.75 (z) 42.50	22.75 (z) 42.50	0.0% 0.0%	
NB for purposes of this tariff addendum, Small Commercial Vessels are deemed those certified under the MCA Small Commercial Code of Practice and/or 24 metres LOA or below.					
Commercial Vessels - Lay By Wisbech Commercial Quay For all commercial vessels other than defined small commercial vessels, a charge per gross tonne shall apply per entry as follows. An entry shall permit a maximum stay of four days after which further layby berthing dues become payable. Minimum 4 days. Harbour & Light Dues, Pilotage, Conservancy, ship's waste, oil spill and ISPS charges as per tariff. Wisbech ship berths are NAABSA berths and vessels are subject to being required to move on demand. If dead ship, berthing conditions are strictly by prior agreement with the Harbour Master. VAT payable where applicable. All charges fall due on demand and before		0.90	0.90	0.0%	

Description of Charge	2020/21 Charge £	Proposed 2021/22 Charge £	% Increase	Estimated Additional Income £
departure unless account facilities have been applied for and approved in advance.				
5. Wisbech Yacht Harbour				£8,500
(All Rates include VAT at standard rate)				(a) - (b)
a (i) Pontoon Berths - Contract (Long Term) Berthing Rates				
Standard Term - (Vessel LOA greater than 6.0m)				
	Rate/metre	Rate/metre		
	£	£		
Per annum	140.00	155.00	10.7%	
Per annum outside or inside hammer-head berths	155.00	171.00	10.3%	
Per annum on commercial linear berths	155.00	171.00	10.3%	
Port of Wisbech Authority Annual Licence	15.20 (z)	16.00 (z)	5.3%	
note				
- Rates apply afloat or for storage ashore but exclude boat lift charges.				
- For vessels arriving mid-term, charges are pro-rata.				
- Rates above apply given payment in full at point of invoice.				
Payment can be staggered but:-				
Two payments plus 5%				
Four payments plus 9%				
Twelve payments plus 13%				
(ii) Sutton Bridge Moorings charges shown net of VAT				
(Rates exclude VAT at standard rate)				
Pontoon Berths - Berthing Rates per annum	150.00	150.00	0.0%	
b Pontoon Berths - Non-Contract (Visitor) Berthing Rates				
(Including Port of Wisbech Authority licence contribution)				
	Rate/metre	Rate/metre		
	£	£		
Daily - per 24 hours (minimum charge £11.40)	2.00	2.20	10.0%	
Weekly (7 days)	10.40	11.00	5.8%	
Monthly (28 days) April - October	26.60	28.00	5.3%	
Special Events	POA	POA		
Short Stay Berth (Subject to availability) Max 2 hrs, not overnight	No charge	No charge		
Sail Training Vessels	Less 20%	Less 20%		
Club Rallies of over 2 Boats per visit	Less 20%	Less 20%		
Narrow Boats over 11m LOA	Less 20%	Less 20%		
Weather-bound craft maximum of one week	Less 20%	Less 20%		
Winter Storage Afloat				
November to March per month	21.40	23.50	9.8%	
Full five months	91.00	93.00	2.2%	
Conditions of Use				
This tariff should be read in conjunction with the Wisbech Yacht Harbour Terms and Conditions of Use and the Berthing Licence.				
1 All contracts are subject to availability and all fees payable in advance.				
2 Cancelled contracts will attract a cancellation fee of 15% of the total contract value.				
3 An administration fee of 10% may be applied to all non-contract charges which are invoiced against any vessel which leaves the Yacht Harbour before settlement of an account.				
4 Berthing charges include Port of Wisbech harbour dues, portable water for filling tanks and access to Yacht Harbour facilities. NB Visiting craft are not guaranteed an alongside berth and depending on availability may be required to raft up.				
5 Multi-hulled vessels may be subject to a surcharge of 1.5 times actual rate.				
6 Commercial vessels, (those not designed and/or used for leisure purposes), may be subject to a surcharge of actual costs as a result of charges levied by Local or Statutory authorities.				
7 LOA, (length overall), is the maximum length of any vessel and includes overhangs (push pits, pull pits, bowsprits, davits, etc)				
Administration charge for visiting vessels leaving without paying dues in full	31.50	31.50	0.0%	
Administration charge for each debtor account referred for collection	115.50	115.50	0.0%	
Administration charge for change in billing method after berthing application is accepted	31.50	31.50	0.0%	
c Ancillary Charges				£2,000
All yard services apply from 08:30 to 16:30 Monday to Friday excluding Bank Holidays. Otherwise charges are plus 100%.				
Any emergency weekend lifting plus 100%				

Description of Charge	2020/21 Charge £	Proposed 2021/22 Charge £	% Increase	Estimated Additional Income £
(i) Boat lifting - Up to 15m LOA or 20 tonnes				
Lift Out				
To yard, including shoring up using boat cradle/stands. Per metre	18.40	18.70	1.6%	
Minimum Charge	107.00	125.00	16.8%	
Yard charge applies for non-contract rate at Non-Contract (Visitor) Berthing Rates				
Relaunch/Lift onto Trailer				
Per metre.	18.40	18.70	1.6%	
Minimum Charge	107.00	125.00	16.8%	
(ii) Vessels over 15m LOA and /or 20 tonnes to 55 tonnes plus 30%.				
Lift Out				
To yard, including shoring up using boat cradle/stands. Per metre	26.00	26.00	0.0%	
Marine Service waiting charge per hour per person	41.00	41.00	0.0%	
Relaunch/Lift onto Trailer				
Per metre.	26.00	26.00	0.0%	
Yard charge applies for non-contract rate at Non-Contract (Visitor) Berthing Rates				
(iii) Lift out				
Hold in Slings (subject to availability). Per metre, per 30 minutes	9.20	9.20	0.0%	
Return to water				
Hire of Yacht harbour Cradles (subject to availability)				
per annum / pro rata per cradle	105.00	108.00	2.9%	
Hire of electric pressure washer (subject to availability). Per use.	11.50	35.00	204.3%	
Hire of petrol pressure washer (subject to availability). Per day. Plus Fuel.	42.00	75.00	78.6%	
Hire of petrol pressure washer (subject to availability). Per week. Plus Fuel.		150.00	NEW	
(iv) Boom Crane Lifting . Max 3 tonnes.				
Engine lift , per engine, per hour or part.	75.00	75.00	0.0%	
Commercial Engine Lift	POA	POA		
Small boat lift . Per metre each way.	15.20	16.00	5.3%	
Minimum charge each way.	46.00	49.00	6.5%	
(v) Other Services				
Marine Services Labour (min 2 hours)				
For any additional work per hour, including the following:-	47.20	48.50	2.8%	
Cleaning boat yard if left untidy.				
Boat movement by yard staff (plus Harbour vessel's workboat hire)				
Mast stepping/unstepping.				
Pressure wash by yard.				
Mast Storage . Per mast up to 12m vessel LOA. Single payment .	53.50	53.50	0.0%	
Over 12m vessel LOA. Single payment.	75.00	75.00	0.0%	
Boat Trailer or Cradle Storage (subject to availability of space). p/a	76.50	76.50	0.0%	
Miscellaneous Storage as per trailer tariff	76.50	76.50	0.0%	
Marina pump out . Per use, subject to availability.	15.75	15.75	0.0%	
Non boatyard temporary hard standing . Subject to availability.				
Charges as per non contract berthing rates.				
Hire of forklift and operator . Up to 2.8 tonne lifts.				
First half hour or part.	57.75	75.00	29.9%	
Per additional hour	29.00	47.00	62.1%	
Electricity				
By prepaid card from Harbour Office				
Tradesmen's Licence . Annual working permit. Tradesmen to work in boatyard, yacht harbour or slipway. Subject to insurance and Harbour Master's approval.	84.00	95.00	13.1%	
Slipway				
Haul and launch per metre	45.00	45.00	0.0%	
Shoring up. Time and materials basis.				
Slip rent per day per metre.	4.60	4.60	0.0%	
Crab Marsh Work Shop				
Premium under cover boat storage - (short term per month)	150.00	160.00		
(+ berthing contract rate)				

Description of Charge	2020/21 Charge £	Proposed 2021/22 Charge £	% Increase	Estimated Additional Income £
6. <u>Sewage Disposal</u>				
Properties not connected to mains sewer				
Private dwellings				
Service charge (per annum)	< As per AW >	< As per AW >		
Standing charge (per annum)				
Charges to Roddons as per the Transfer Agreement				
March Sanitation Point				
Boat Pump-Out tokens per token	13.50	13.50	0.0%	
Sanitation Point Keys	5.00	5.00	0.0%	
7. <u>Mini Factories</u>				
Rents negotiable within:				
a. the minimum - per square foot and;	4.42 (e)	4.42 (e)	0.0%	
* b. the maximum - per square foot	8.58 (e)	8.75 (e)	2.0%	
c. the minimum - per square metre and;	47.52 (e)	47.52 (e)	0.0%	
* d. the maximum - per square metre	92.35 (e)	94.18 (e)	2.0%	
It should be noted that VAT is applicable on rental income at Venture House, Venture Court & South Fens Enterprise Park Includes charges for acceptable trade refuse collection and disposal, insurance, water rates (where applicable), and site maintenance. * to be applied when market forces dictate				
8. <u>South Fens Business Centre, Chatteris</u> charges shown net of VAT				
a. the minimum - per square foot and;	18.75	18.75	0.0%	
* b. the maximum - per square foot	20.80	20.80	0.0%	
c. the minimum - per square metre and;	201.65	201.65	0.0%	
* d. the maximum - per square metre	223.90	223.90	0.0%	
e. Catering				
Tea and coffee per head	2.30	2.30	0.0%	
Orange Juice per jug	3.15	3.15	0.0%	
** f. Weekday room charges (Mon-Fri 8.30-1700)				
<i>External rate - per hour</i>				
Beech	38.00	38.00	0.0%	
Oak/Apple	23.50	23.50	0.0%	
Small Meeting rooms (first hr free)	15.00	15.00	0.0%	
Large Meeting rooms (first hr free)	19.00	19.00	0.0%	
<i>External rate - per half day (Mon-Fri 8.30-12.30 or 13.00-1700)</i>				
Beech	90.00	90.00	0.0%	
Oak/Apple	66.00	66.00	0.0%	
Small Meeting rooms (first hr free)	34.00	34.00	0.0%	
Large Meeting rooms (first hr free)	46.00	46.00	0.0%	
<i>External rate - per full day</i>				
Beech	160.00	160.00	0.0%	
Oak/Apple	116.00	116.00	0.0%	
Small Meeting rooms (first hr free)	53.50	53.50	0.0%	
Large Meeting rooms (first hr free)	76.00	76.00	0.0%	
** g. Evenings/Weekend room charges				
<i>External rate - per hour</i>				
Beech	70.00	70.00	0.0%	
Oak/Apple	59.00	59.00	0.0%	
<i>External rate - per half day</i>				
Beech	186.00	186.00	0.0%	
Oak/Apple	140.00	140.00	0.0%	
<i>External rate - per full day</i>				
Beech	386.00	386.00	0.0%	
Oak/Apple	317.00	317.00	0.0%	
* to be applied when market forces dictate				
** Business Premises Tenant rates at 75% of External Rate (ie. 25% discount)				

Description of Charge	2020/21 Charge £	Proposed 2021/22 Charge £	% Increase	Estimated Additional Income £
9. The Boathouse, Wisbech charges shown net of VAT				
a. the minimum - per square foot and;	18.75	18.75	0.0%	
* b. the maximum (suites GF1 to FF38) - per square foot	20.80	20.80	0.0%	
* c. the maximum (suites FF39 & FF40) - per square foot	22.85	22.85	0.0%	
d. the minimum - per square metre and;	201.65	201.65	0.0%	
* e. the maximum - per square metre	223.90	223.90	0.0%	
* f. the maximum (suites FF39 & FF40) - per square metre	245.85	245.85	0.0%	
g. Catering				
Tea and coffee per head	2.30	2.30	0.0%	
Orange Juice per jug	3.15	3.15	0.0%	
** h. Weekday room charges (Mon-Fri 8.30-1700)				
<i>External rate - per hour</i>				
Richard Young Large	38.00	38.00	0.0%	
Lambton/Young 1 or 2	23.50	23.50	0.0%	
The Gallery	21.50	21.50	0.0%	
Meeting rooms	15.00	15.00	0.0%	
<i>External rate - per half day (Mon-Fri 8.30-12.30 or 13.00-1700)</i>				
Richard Young Large	90.00	90.00	0.0%	
Lambton/Young 1 or 2	66.00	66.00	0.0%	
The Gallery	60.00	60.00	0.0%	
Meeting rooms	34.00	34.00	0.0%	
<i>External rate - per full day</i>				
Richard Young Large	160.00	160.00	0.0%	
Lambton/Young 1 or 2	116.00	116.00	0.0%	
The Gallery	106.00	106.00	0.0%	
Meeting rooms	53.50	53.50	0.0%	
** i. Evenings/Weekend room charges				
<i>External rate - per hour</i>				
Richard Young Large	70.00	70.00	0.0%	
Lambton/Young 1 or 2	59.00	59.00	0.0%	
<i>External rate - per half day</i>				
Richard Young Large	186.00	186.00	0.0%	
Lambton/Young 1 or 2	140.00	140.00	0.0%	
<i>External rate - per full day</i>				
Richard Young Large	386.00	386.00	0.0%	
Lambton/Young 1 or 2	317.00	317.00	0.0%	
* to be applied when market forces dictate				
** Business Premises Tenant rates at 75% of External Rate (ie. 25% discount)				
10. Fenland Hall, March				
a. Room Hire - per morning or afternoon session				
(i) Council Chamber	84.00 (e)	84.00 (e)	0.0%	
(ii) Other Rooms	37.00 (e)	37.00 (e)	0.0%	
(iii) Supplement for use - after 6.30pm	37.00 (e)	37.00 (e)	0.0%	
- on Saturdays and Sundays	84.00 (e)	84.00 (e)	0.0%	
- tea/coffee (minimum charge)	12.00	12.00	0.0%	
- tea/coffee (per head)	2.30	2.30	0.0%	
(iv) Hourly Rate for Meeting Room Hire	10.00	10.00	0.0%	
In respect of Parish Councils, Association of Local Councils, and approved charities, free of charge, but supplementary charges apply as appropriate				

Description of Charge	2020/21 Charge £	Proposed 2021/22 Charge £	% Increase	Estimated Additional Income £
1. Licences and Certificates				
a. Unfit Food Certificates				
(i) - per hour inclusive of travelling expenses	84.00 (n)	84.00 (n)	0.0%	
(ii) - minimum charge	44.00 (n)	44.00 (n)	0.0%	
b. Food Hygiene Rating Scheme (FHRS) Re-scoring food businesses upon request (fee set to recover cost)	100.00	100.00	0.0%	
c. Export Certificate: per hour inclusive of travel	84.00 (n)	84.00 (n)	0.0%	
d. Acupuncture/Cosmetic piercing/Electrolysis/Semi-permanent skin colouring				
(i) - Licence fee	158.00 (n)	158.00 (n)	0.0%	
(ii) - renewal/transfer/variation	44.00 (n)	44.00 (n)	0.0%	
e. Detained Food - Recovery of commercial storage costs				
f. Copy licence or certificate	Cost Recovery 10.50	Cost Recovery 10.50 (n)	0.0%	
2. Stray Dogs				
Return of Stray Dog - includes statutory fee of £25.00	47.00 (n)	47.00 (n)	0.0%	
plus kennelling fee - per day or part thereof (Set by contractors -no increase)	10.00 (n)	10.00 (n)	0.0%	
plus administration fee - per dog	15.00	15.00	0.0%	
3. Training Courses				
a. FDC Refresher, COSHH; Risk Assessment; Manual Handling	40.00 (e)	40.00 (e)	0.0%	
b. FDC regulatory business support pack (hourly rate - coaching plus travel)	84.00	84.00 (e)	0.0%	
c. Safer Food Better Business Training Pack	25.00	25.00 (e)	0.0%	
4. Process Authorisation Fees Set by DEFRA				
a. Application fees				
Standard	1,579.00 (n)	1,579.00 (n)	0.0%	
Additional fee for operating without a permit	1,137.00 (n)	1,137.00 (n)	0.0%	
Petrol Vapour Recovery I, Small Waste Oil Burner and Dry Cleaners Reduced Fee Activities	148.00 (n)	148.00 (n)	0.0%	
Petrol Vapour Recovery I and II combined	246.00 (n)	246.00 (n)	0.0%	
Other Reduced Fee Activities	346.00 (n)	346.00 (n)	0.0%	
Reduced fee activities: Additional fee for operating without a permit	68.00 (n)	68.00 (n)	0.0%	
Standard Mobile Plant for the 1st & 2nd applications	1,579.00 (n)	1,579.00 (n)	0.0%	
for the 3rd to 7th applications	943.00 (n)	943.00 (n)	0.0%	
for the 8th and subsequent applications	477.00 (n)	477.00 (n)	0.0%	
Where an application for any of the above is for a combined Part B and waste application, add an extra £297 to the above amounts				
b. Annual Subsistence Charge				
Standard Process (Low)	£739 (+£99)* (n)	£739 (+£99)* (n)	0.0%	
Standard process Medium	£1111 (+£149)* (n)	£1111 (+£149)* (n)	0.0%	
Standard process High	£1672 (+£198)* (n)	£1672 (+£198)* (n)	0.0%	
Reduced fee activities Low/Med/High	£76 / £151 / £227 (n)	£76 / £151 / £227 (n)	0.0%	
PVR I & II combined	£108 / £216 / £326 (n)	£108 / £216 / £326 (n)	0.0%	
Other Reduced Fee Activities Low/Med/High	£218 / £349 / £524 (n)	£218 / £349 / £524 (n)	0.0%	
Standard Mobile Plant 1st & 2nd permits Low/Med/High	£618 / £989 / £1484 (n)	£618 / £989 / £1484 (n)	0.0%	
for the 3rd to 7th permits Low/Med/High	£368 / £590 / £884 (n)	£368 / £590 / £884 (n)	0.0%	
8th and subsequent permits Low/Med/High	£189 / £302 / £453 (n)	£189 / £302 / £453 (n)	0.0%	
Late payment Fee	£50 (n)	£50 (n)	0.0%	
* the additional amounts in brackets must be charged where a permit is for a combined Part B and waste installation Where a Part B installation is subject to reporting under the E-PRTR Regulation, add an extra £99 to the above amounts				
c. Transfer and Surrender				
Standard process transfer	162.00 (n)	162.00 (n)	0.0%	
Standard process partial transfer	476.00 (n)	476.00 (n)	0.0%	
New operator at low risk reduced fee activity (extra one-off subsistence charge - see Art 15(2) of charging scheme)	75.00 (n)	75.00 (n)	0.0%	
Surrender: all Part B activities	0.00 (n)	0.00 (n)	0.0%	
Reduced fee activities: transfer	0.00 (n)	0.00 (n)	0.0%	
Reduced fee activities: partial transfer	45.00 (n)	45.00 (n)	0.0%	
d. Temporary transfer for mobiles				
First transfer	51.00 (n)	51.00 (n)	0.0%	
Repeat following enforcement or warning	51.00 (n)	51.00 (n)	0.0%	
e. Substantial change				
Standard process	1,005.00 (n)	1,005.00 (n)	0.0%	
Standard process where the substantial change results in a new PPC activity	1,579.00 (n)	1,579.00 (n)	0.0%	
Reduced fee activities	98.00 (n)	98.00 (n)	0.0%	
5. Food Premises				
Copy register entries: Subject to charging policy under Freedom Of Information Act				
6. Ship Sanitation Certificates Set by Association of Port Health Authorities				
Per Vessel (Gross Tonnage)				
Up to 1,000	100.00 (n)	100.00 (n)	0.0%	*
1,001 - 3,000	135.00 (n)	135.00 (n)	0.0%	*
3,001 - 10,000	205.00 (n)	205.00 (n)	0.0%	*
10,001 - 20,000	265.00 (n)	265.00 (n)	0.0%	*
20,001 - 30,000	340.00 (n)	340.00 (n)	0.0%	*
Over 30,000	400.00 (n)	400.00 (n)	0.0%	*
Vessel capacity between 50 & 1,000 persons	400.00 (n)	400.00 (n)	0.0%	*
Vessel capacity over 1,000 persons	680.00 (n)	680.00 (n)	0.0%	*
Extensions	70.00 (n)	70.00 (n)	0.0%	*
* Increases as per the Association of Port Health Authorities Recommended Charges.				
7. Private Water Supply Regulations 2009 Currently set in line with guidance.				
a. Risk Assessment (each assessment) - recover costs	max £500 (n)	max £500 (n)	0.0%	
b. Sampling (each visit) - recover costs	max £100 (n)	max £100 (n)	0.0%	
c. Investigation (each investigation) - recover costs	max £100 (n)	max £100 (n)	0.0%	
d. Granting an authorisation (each authorisation) - recover costs	max £100 (n)	max £100 (n)	0.0%	
e. Analysing a sample				
taken under Regulation 10 - recover costs	max £25 (n)	max £25 (n)	0.0%	
taken during check monitoring - recover costs	max £100 (n)	max £100 (n)	0.0%	
taken during audit monitoring - recover costs	max £500 (n)	max £500 (n)	0.0%	

Description of Charge	2020/21 Charge £	Proposed 2021/22 Charge £	% Increase	Estimated Additional Income £
8. Burial Grounds				£2,500
For the purpose of the Cemetery Fees, a 'Resident' is defined as a person who at the time of death was a resident of the Fenland District OR a former resident who left the Fenland District within two years prior to the date of death to live in a residential nursing or care home.				
The fee for the interment and purchase of the Exclusive Right of Burial will at all times be based upon the residency of the deceased.				
a. Interment Fee for Residents (Including Memorial Safety Inspection Fee)				
Monday to Friday (excluding Bank Holiday)				
(i) a still-born or child up to 12 years (Childrens Section)	0.00 (n)	0.00 (n)		
(ii) any person (Lawn Area)	950.00 (n)	955.00 (n)	0.5%	
(iii) any person (Traditional Area)	1,070.00 (n)	1,075.00 (n)	0.5%	
(iv) for the interment of single casket of cremated remains	265.00 (n)	270.00 (n)	1.9%	
(v) for the interment of additional cremated remains at the same time as (iii) to (v) above	55.00 (n)	56.00 (n)	1.8%	
b. Interment Fee for Non-Resident				
100% added to fees set out in a.				
c. Exclusive Rights of Burial in an Earthen Grave for Residents				
6 ft. x 3 ft. Childrens Plot	90.00 (n)	92.00 (n)	2.2%	
9 ft. x 4 ft. Adult Plot (Lawn Area)	780.00 (n)	785.00 (n)	0.6%	
9 ft. x 4 ft. Adult Plot (Traditional Area)	1,000.00 (n)	1,005.00 (n)	0.5%	
Cremated remains, size 2ft x 2ft	200.00 (n)	203.00 (n)	1.5%	
Note 1(a) : If ground conditions allow; two standard coffins may be placed in a single grave space				
Note 1(b) : If ground conditions do not allow two standard coffins to be placed in a single grave space then a second grave space will be required at the above rate				
Note 2 : American style caskets require one grave space per casket				
d. Exclusive Rights of Burial in an Earthen Grave for Non Residents				
100% added to fees set out in c.				
e. Premium Plots - Exclusive Rights of Burial in an Earthen Grave for Residents				
100% added to fees set out in c.				
f. Premium Plots - Exclusive Rights of Burial in an Earthen Grave for Non-Residents				
100% added to fees set out in e.				
g. Transfer of Ownership of Exclusive Rights				
Transfer of Ownership (Interment of ER Holder)	36.00 (n)	37.00 (n)	2.8%	
Transfer of Ownership	72.00 (n)	74.00 (n)	2.8%	
h. Choosing Plot for Exclusive Rights of Burial				
Visiting cemetery with cemetery staff to choose plot	65.00	66.00	1.5%	
i. Exhumation of Coffin - minimum charge	POA	POA		
j. Exhumation of Cremated remains - minimum charge	POA	POA		
k. Monuments, Gravestones, Tablets and Monumental Inscription				
For the right to erect or place on a grave or vault, in respect of which an exclusive right of burial has been granted:				
Additional added Inscription	90.00 (n)	92.00 (n)	2.2%	
Single Memorial headstone not exceeding 3 ft. in height - Child Section	140.00 (n)	143.00 (n)	2.1%	
Single Memorial headstone not exceeding 3 ft. in height on single plinth - Adult Lawn Section	200.00 (n)	203.00 (n)	1.5%	
Single Memorial headstone not exceeding 3 ft. in height on double plinth - Adult Lawn Section	300.00 (n)	305.00 (n)	1.7%	
Double Memorial headstone not exceeding 3 ft. in height on double plinth - Adult Lawn Section	360.00 (n)	365.00 (n)	1.4%	
Kerb Set &/or Flatstone Child Plot 6 ft x 3 ft (Traditional Area)	140.00 (n)	143.00 (n)	2.1%	
Kerb Set &/or Flatstone Adults Plot (Single Traditional Area)	330.00 (n)	335.00 (n)	1.5%	
Kerb Set &/or Flatstone Adult Plot (Double Traditional Area)	640.00 (n)	645.00 (n)	0.8%	
Single Vase - Not exceeding 10" in diameter and 8" in height	75.00 (n)	77.00 (n)	2.7%	
Single Tablet - 18" x 18" with or without Vase on any single grave or cremation plot	200.00 (n)	203.00 (n)	1.5%	
Double Tablet - 42" x 18" with or without Vase on any double grave or cremation plot	300.00 (n)	305.00 (n)	1.7%	
Note A vase without any inscription requires no exclusive rights				
l. Burial Information				
Interment information & historical records - up to 5 names/graves	28.00 (n)	28.00 (n)	0.0%	
Interment information & historical records (accompanied) - up to 2 hrs	60.00 (n)	61.00 (n)	1.7%	
m. Cemetery Keys				
Provision of cemetery gate keys	20.00 (n)	20.00 (n)	0.0%	
Refunds for cemetery gate keys will be provided on production <u>and</u> original receipt.				
n. Short Notice Fee Interment arrangements required with less than 2 working days	82.00 (n)	84.00 (n)	2.4%	

Description of Charge	2020/21 Charge £	Proposed 2021/22 Charge £	% Increase	Estimated Additional Income £
9. Commercial and Chargeable Household Waste (Standard Prices Per Collection)*				£8,600
a. General Waste (Commercial)		<i>(To off-set additional disposal and treatment costs)</i>		
Sacks - per sack or equivalent for 25 to 99 sacks (min 25)	2.00 (n)	2.25 (n)	12.5%	
per sack or equivalent for 100 or more sacks in a single transaction	1.85 (n)	2.10 (n)	13.5%	
Wheeled Bins - 240 litre 20kgs maximum contents weight**	7.30 (n)	7.45 (n)	2.1%	
360 litre 30kgs maximum contents weight**	7.85 (n)	8.00 (n)	1.9%	
660 litre 55kgs maximum contents weight**	11.35 (n)	11.50 (n)	1.3%	
1,100 litre 90kgs maximum contents weight**	15.75 (n)	16.00 (n)	1.6%	
b. Mixed Dry Recycling (Commercial)				
Sacks - (Purple) per sack or equivalent for 25 to 99 sacks (min 25)	1.60 (n)	1.75 (n)	9.4%	
per sack or equivalent for 100 or more sacks in a single transaction	1.50 (n)	1.65 (n)	10.0%	
Wheeled Bins - 240 litre	3.50 (n)	3.75 (n)	7.1%	
360 litre	4.25 (n)	4.60 (n)	8.2%	
660 litre	5.80 (n)	6.25 (n)	7.8%	
1,100 litre	7.60 (n)	8.25 (n)	8.6%	
Note: only 240 litre and 660 litre used for glass bottles				
c. General Waste from Charity Shops and Schools***				
Tags - (Green) per tag or equivalent (min 100 including equivalent number of black sacks)	1.50 (n)	1.50 (n)	0.0%	
Wheeled Bins 240 litre 20kgs maximum contents weight**	4.95 (n)	4.95 (n)	0.0%	
360 litre 30kgs maximum contents weight**	5.25 (n)	5.25 (n)	0.0%	
660 litre 55kgs maximum contents weight**	7.50 (n)	7.50 (n)	0.0%	
1,100 litre 90kgs maximum contents weight**	10.25 (n)	10.25 (n)	0.0%	
d. Mixed Dry Recycling from Charity Shops and Schools***				
Wheeled Bins 660 or 1100 litre (customer choice)	5.00 (n)	5.00 (n)	0.0%	
e. General Waste (Excess Weight/Side Waste Charge) per part or whole 5kg over 'maximum contents weight'	1.00 (n)	1.10 (n)	10.0%	
f. Clinical Waste from domestic households****				
Sacks/Sharps Boxes - per collection visit charge (note : collection service only, sacks and/or sharps boxes are not provided)	8.00 (n)	8.00 (n)	0.0%	
g. Chargeable Garden Waste Service				£24,370
Wheeled Bin***** - 240 litre Annual Subscription Fee if paid by Annual Direct Debit in advance	36.00 (n)	38.00 (n)	5.6%	<i>(price for 2021/22 already set)</i>
Wheeled Bin***** - 240 litre Annual Subscription Fee if paid by Card or Cash	40.00 (n)	45.00 (n)	12.5%	
h. Supplies				
Paper wheeled bin liners (3)	1.85	1.85	0.0%	
Clear or Black Sacks - box of 200	20.00 (n)	22.00 (n)	10.0%	
i. Commercial Food Waste Collections				
Two Wheeled Bins - Each 120-240 litres collected		7.00 (n)	NEW	
j. Food Waste from Charity Shops and Schools***				
Two Wheeled Bins - Each 120-240 litres collected		5.00 (n)	NEW	
k. Monthly rental of wheeled bins (applies only to low frequency collections; < 1/wk)		5.00 (n)	NEW	
* Introductory offers, multiple service, direct debit reductions and similar rates may be applied by Head of Service				
** Bins exceeding this weight will be charged additional weight charge as per (e.)				
*** Applies to businesses and organisations recognised within the Council's Chargeable Household Waste Policy				
**** Fee waived where it will cause financial hardship at discretion of Director				
***** Includes sack service where provided due to collection restrictions				
10. Bulky Household Waste				
Transportation of up to a maximum of 4 items per visit including fridges (minimum charge)	29.50 (n)	30.00 (n)	1.7%	
(i) Each household item above 4 items including fridges	14.50 (n)	7.50 (n)	-48.3%	
Corporate Director has discretion to waive charge in cases of severe hardship				
11. Domestic Bin Provision				
Provision of New and Replacement 240Ltr Bins Green, Brown or Blue				
a. Supply of one unit 240 litre	30.00 (n)	30.00 (n)	0.0%	
b. Supply 2 x 240lt wheeled bins on same delivery	50.00 (n)	50.00 (n)	0.0%	
c. Supply 3 x 240lt wheeled bins on same delivery (including to individual new or renovated property)	70.00 (n)	70.00 (n)	0.0%	
d. Supply 1 x 600lt or 1100lt domestic wheeled bin to new multiple occupancy property	212.00 (n)	212.00 (n)	0.0%	
12. Graffiti Removal Service				
Domestic Premises and Charities				
a. Graffiti treatment or removal first occasion per annum (cost of materials)	12.50	12.50	0.0%	
b. Graffiti treatment or removal subsequent occasions (cost of materials & labour)	50.00	50.00	0.0%	
Commercial Premises				
c. Graffiti treatment or removal (per hour)	50.00	50.00	0.0%	
13. Public Conveniences				
a. Sale of RADAR keys	5.00 (z)	5.00 (z)	0.0%	
b. Toilet entrance fee (where facilities allow for charging)	0.20 (n)	0.20 (n)	0.0%	

Description of Charge	2020/21 Charge £	Proposed 2021/22 Charge £	% Increase	Estimated Additional Income £
14. Markets				
Licensees - Full Charge				
a. March (per 3m x 3m space)	12.10 (e)	12.10 (e)	0.0%	
b. Chatteris (per 3m x 3m space)	12.10 (e)	12.10 (e)	0.0%	
c. Whittlesey (per 3m x 3m space)	9.20 (e)	9.20 (e)	0.0%	
Discount given for bankers order payments	6.50%	6.50%		
Casual Traders				
Additional seasonal premium will be added to all casual fees (Seasonal Premium 1 Sept to 31 December)	1.00 (e)	1.00 (e)	0.0%	
a. March (per 3m x 3m space)	16.20 (e)	16.20 (e)	0.0%	
b. Chatteris (per 3m x 3m space)	16.20 (e)	16.20 (e)	0.0%	
c. Whittlesey (per 3m x 3m space)	13.35 (e)	13.35 (e)	0.0%	
Markets - Non Market Days				
Trading on Chatteris Market Place on Non - Market Days (Tuesdays only)				
- Licensees (per 3m x 3m space)	9.30 (e)	9.30 (e)	0.0%	
- Casual (per 3m x 3m space)	13.30 (e)	13.30 (e)	0.0%	
Note:- For all markets extra space is sold pro-rata to the above charges				
Charity Stall at March on Saturdays (no stall provided on other days or markets)	free	free		
15. Fairs				
a. Chatteris - Summer	570 (e)	570 (e)	0.0%	
b. March - Statute	2,525 (e)	2,525 (e)	0.0%	
- Spring	1,240 (e)	1,240 (e)	0.0%	
c. Whittlesey - Summer	395 (e)	395 (e)	0.0%	
- Autumn	395 (e)	395 (e)	0.0%	
- Spring	395 (e)	395 (e)	0.0%	
d. Wisbech - Statute	3,650 (e)	3,650 (e)	0.0%	
- Mart	7,800 (e)	7,800 (e)	0.0%	
16. "Four Seasons Events"				
Charges for the events in Wisbech, Whittlesey, Chatteris & March are to be agreed in consultation with the partners				
17. Hire Permits FDC Licenced Premises				
a. Events for each full single day, with up to 499 people attending at any one time, with or without a licensable activity. weekdays & saturdays	76.00	76.00	0.0%	
sundays & bank holidays	127.00	127.00	0.0%	
b. Events for each full single day, with 500 & 4,999 people attending at any one time, with or without a licensable activity. weekdays & saturdays	215.00	215.00	0.0%	
sundays & bank holidays	262.00	262.00	0.0%	
c. Events for each full single day, with over 5,000 people attending at any one time, with or without a licensable activity. weekdays & saturdays	on application	on application		
sundays & bank holidays	on application	on application		
d. Any Commercial Events	on application	on application		

Description of Charge	2020/21 Charge £	Proposed 2021/22 Charge £	% Increase	Estimated Additional Income £
18. Travellers Sites				
- in consultation with Cambs CC	52 wks	52 wks		£3,750
a. Newbridge Lane, Wisbech - per pitch per week	81.15 (e)	82.35 (e)	1.5%	
b. Turf Fen, Murrow - per pitch per week	81.15 (e)	82.35 (e)	1.5%	
c. Seadyke Bank, Murrow - per pitch per week	81.15 (e)	82.35 (e)	1.5%	
d. Fenland Way, Chatteris - per pitch per week	81.15 (e)	82.35 (e)	1.5%	
e. Sandbank, Wisbech St Mary - per pitch per week	81.15 (e)	82.35 (e)	1.5%	
2020/21 Breakdown : Rent £72.98; Water £8.17 (direct recharge) per week				
2021/22 Breakdown : Rent £74.06; Water £8.29 (direct recharge) per week				
19. Homeless Persons				
	52 wks	52 wks		£1,000
Creek Road, Hostel				
Unit One & Two Daily Rent	7.96 (n)	8.08 (n)	1.5%	
Unit One & Two Daily Service Charge	0.85 (n)	0.86 (n)	1.5%	
Unit Three, Four, Five & Six Daily Rent	6.82 (n)	6.92 (n)	1.5%	
Unit Three, Four, Five & Six Daily Service Charge	0.70 (n)	0.71 (n)	1.5%	
Unit Seven Daily Rent	14.79 (n)	15.01 (n)	1.5%	
Unit Seven Daily Service Charge	2.18 (n)	2.21 (n)	1.5%	
Temporary Accommodation (Leased from Clarion)				
77 West Street, Chatteris	119.66 (n)	121.45 (n)	1.5%	
58 Burcroft Road, Wisbech	115.15 (n)	116.90 (n)	1.5%	
32 Magazine Close, Wisbech	125.91 (n)	127.80 (n)	1.5%	
2 Hawthorne Avenue, Wisbech	122.10 (n)	123.95 (n)	1.5%	
15 Victoria Place, Wisbech	103.83 (n)	105.40 (n)	1.5%	
3 West Street, Wisbech	112.10 (n)	113.80 (n)	1.5%	
19 Duke Street, Wisbech	103.83 (n)	105.40 (n)	1.5%	
26 Burnsfield Estate, Chatteris	122.10 (n)	123.95 (n)	1.5%	
51 Peyton Avenue, March	122.10 (n)	123.95 (n)	1.5%	
20. CCTV				
Viewing Footage - per hour	51.50	51.75	0.5%	
subject to a minimum charge of	103.00	103.50	0.5%	
External Harddrives - to be supplied to FDC				
per CD	3.95	3.95	0.0%	
per DVD	9.15	9.20	0.5%	
per Video print	1.40	1.40	0.0%	
21. Licensing				
a. Part 5 Gambling Act 2005 (wef 01.09.07)				
Initial Registration	40.00 (n)	40.00 (n)	0.0%	
Annual Renewal	20.00 (n)	20.00 (n)	0.0%	
b. Gambling Act 2005 - Permits and Registrations				
New Application				
Gaming Machines notification for up to 2 machines	50.00 (n)	50.00 (n)	0.0%	
Gaming Machines initial fee for more than 2 machines	150.00 (n)	150.00 (n)	0.0%	
Club Gambling Permit	200.00 (n)	200.00 (n)	0.0%	
Club Machine Permit	200.00 (n)	200.00 (n)	0.0%	
Prize Gaming Permit	300.00 (n)	300.00 (n)	0.0%	
Unlicensed Family Entertainment Centre	300.00 (n)	300.00 (n)	0.0%	
Annual Fee				
Gaming Machines initial fee for more than 2 machines	50.00 (n)	50.00 (n)	0.0%	
Club Gambling Permit	50.00 (n)	50.00 (n)	0.0%	
Club Machine Permit	50.00 (n)	50.00 (n)	0.0%	
Renewal Application				
Club Gambling Permit	200.00 (n)	200.00 (n)	0.0%	
Club Machine Permit	200.00 (n)	200.00 (n)	0.0%	
Prize Gaming Permit	300.00 (n)	300.00 (n)	0.0%	
Unlicensed Family Entertainment Centre	300.00 (n)	300.00 (n)	0.0%	
Transitional Application				
Gaming Machines initial fee for more than 2 machines	100.00 (n)	100.00 (n)	0.0%	
Club Gambling Permit	100.00 (n)	100.00 (n)	0.0%	
Club Machine Permit	100.00 (n)	100.00 (n)	0.0%	
Prize Gaming Permit	100.00 (n)	100.00 (n)	0.0%	
Unlicensed Family Entertainment Centre	100.00 (n)	100.00 (n)	0.0%	
Variation Application				
Gaming Machines initial fee for more than 2 machines	100.00 (n)	100.00 (n)	0.0%	
Club Gambling Permit	100.00 (n)	100.00 (n)	0.0%	
Club Machine Permit	100.00 (n)	100.00 (n)	0.0%	
Variation Application				
Transfer Application	25.00 (n)	25.00 (n)	0.0%	
Club Fast track for gaming or gaming machine				
Club Gambling Permit	100.00 (n)	100.00 (n)	0.0%	
Club Machine Permit	100.00 (n)	100.00 (n)	0.0%	
Change of Name				
Gaming Machines initial fee for more than 2 machines	25.00 (n)	25.00 (n)	0.0%	
Prize Gaming Permit	25.00 (n)	25.00 (n)	0.0%	
Unlicensed Family Entertainment Centre	25.00 (n)	25.00 (n)	0.0%	
Copy of Permit				
Gaming Machines initial fee for more than 2 machines	15.00 (n)	15.00 (n)	0.0%	
Club Gambling Permit	15.00 (n)	15.00 (n)	0.0%	
Club Machine Permit	15.00 (n)	15.00 (n)	0.0%	
Prize Gaming Permit	15.00 (n)	15.00 (n)	0.0%	
Unlicensed Family Entertainment Centre	15.00 (n)	15.00 (n)	0.0%	
c. Gambling Act 2005				
Application fee in respect of provisional statement premises				
Bingo premises licence	1,200.00 (n)	1,200.00 (n)	0.0%	
Adult gaming centre premises licence	1,200.00 (n)	1,200.00 (n)	0.0%	
Betting premises (track) licence	950.00 (n)	950.00 (n)	0.0%	
Family entertainment centre premises licence	950.00 (n)	950.00 (n)	0.0%	
Betting premises (other) licence	1,200.00 (n)	1,200.00 (n)	0.0%	
Application fee in respect of other premises				
Bingo premises licence	3,500.00 (n)	3,500.00 (n)	0.0%	
Adult gaming centre premises licence	2,000.00 (n)	2,000.00 (n)	0.0%	
Betting premises (track) licence	2,500.00 (n)	2,500.00 (n)	0.0%	
Family entertainment centre premises licence	2,000.00 (n)	2,000.00 (n)	0.0%	
Betting premises (other) licence	3,000.00 (n)	3,000.00 (n)	0.0%	
Annual fee				

Description of Charge	2020/21 Charge £	Proposed 2021/22 Charge £	% Increase	Estimated Additional Income £
Bingo premises licence	1,000.00 (n)	1,000.00 (n)	0.0%	
Adult gaming centre premises licence	1,000.00 (n)	1,000.00 (n)	0.0%	
Betting premises (track) licence	750.00 (n)	750.00 (n)	0.0%	
Family entertainment centre premises licence	750.00 (n)	750.00 (n)	0.0%	
Betting premises (other) licence	600.00 (n)	600.00 (n)	0.0%	
Copy of Licence				
Bingo premises licence		25.00 (n)	NEW	
Adult gaming centre premises licence		25.00 (n)	NEW	
Betting premises (track) licence		25.00 (n)	NEW	
Family entertainment centre premises licence		25.00 (n)	NEW	
Betting premises (other) licence		25.00 (n)	NEW	
Notification of Change				
Bingo premises licence		50.00 (n)	NEW	
Adult gaming centre premises licence		50.00 (n)	NEW	
Betting premises (track) licence		50.00 (n)	NEW	
Family entertainment centre premises licence		50.00 (n)	NEW	
Betting premises (other) licence		50.00 (n)	NEW	
Application to vary licence				
Bingo premises licence	1,750.00 (n)	1,750.00 (n)	0.0%	
Adult gaming centre premises licence	1,000.00 (n)	1,000.00 (n)	0.0%	
Betting premises (track) licence	1,250.00 (n)	1,250.00 (n)	0.0%	
Family entertainment centre premises licence	1,000.00 (n)	1,000.00 (n)	0.0%	
Betting premises (other) licence	1,500.00 (n)	1,500.00 (n)	0.0%	
Application to transfer a licence				
Bingo premises licence	1,200.00 (n)	1,200.00 (n)	0.0%	
Adult gaming centre premises licence	1,200.00 (n)	1,200.00 (n)	0.0%	
Betting premises (track) licence	950.00 (n)	950.00 (n)	0.0%	
Family entertainment centre premises licence	950.00 (n)	950.00 (n)	0.0%	
Betting premises (other) licence	1,200.00 (n)	1,200.00 (n)	0.0%	
Application for reinstatement of a licence				
Bingo premises licence	1,200.00 (n)	1,200.00 (n)	0.0%	
Adult gaming centre premises licence	1,200.00 (n)	1,200.00 (n)	0.0%	
Betting premises (track) licence	950.00 (n)	950.00 (n)	0.0%	
Family entertainment centre premises licence	950.00 (n)	950.00 (n)	0.0%	
Betting premises (other) licence	1,200.00 (n)	1,200.00 (n)	0.0%	
Application for provisional statement				
Bingo premises licence	3,500.00 (n)	3,500.00 (n)	0.0%	
Adult gaming centre premises licence	2,000.00 (n)	2,000.00 (n)	0.0%	
Betting premises (track) licence	2,500.00 (n)	2,500.00 (n)	0.0%	
Family entertainment centre premises licence	2,000.00 (n)	2,000.00 (n)	0.0%	
Betting premises (other) licence	3,000.00 (n)	3,000.00 (n)	0.0%	
d. Sex Establishments				
Initial Application and Annual Renewal	3,200.00 (n)	3,200.00 (n)	0.0%	
Variations to existing licences (10% of application/renewal fee)	320.00 (n)	320.00 (n)	0.0%	
Transfer of existing licence to another person (10% of fee)	320.00 (n)	320.00 (n)	0.0%	
Holders of an existing licence (50% initial fee) for a second licence	1,600.00 (n)	1,600.00 (n)	0.0%	
e. Scrap Metal Dealers - Site Licence	384.60 (n)	384.60 (n)	0.0%	
f. Scrap Metal Dealers - Collectors Licence	119.40 (n)	119.40 (n)	0.0%	
g. Scrap Metal Dealers - Transfer of Licence	23.30 (n)	23.30 (n)	0.0%	
h. Scrap Metal Dealers - Variation of Licence	23.30 (n)	23.30 (n)	0.0%	
i. Hypnotism Act Licence Based on cost recovery of officer time	70.00 (n)	70.00 (n)	0.0%	

Description of Charge		2020/21 Charge £	Proposed 2021/22 Charge £	% Increase	Estimated Additional Income £
22. Animal Licencing Fees are set on a cost recovery basis.					
a.	Application fee	58.00 (n)	58.00 (n)	0.0%	
b.	Pre Application Advice (per Hour)	43.00 (n)	43.00 (n)	0.0%	
c.	Initial Rating or Rerating Inspection Fee				
	Pet Shops	107.00 (n)	107.00 (n)	0.0%	
	Riding Establishments	107.00 (n)	107.00 (n)	0.0%	
	Animal Boarding Establishments				
	Up to 10 Animals	64.00 (n)	64.00 (n)	0.0%	
	11-30 Animals	86.00 (n)	86.00 (n)	0.0%	
	31-60 Animals	107.00 (n)	107.00 (n)	0.0%	
	61-99 Animals	129.00 (n)	129.00 (n)	0.0%	
	100+ Animals	150.00 (n)	150.00 (n)	0.0%	
	Dangerous Wild Animals Act	£142 + vet fees (n)	£142 + vet fees (n)	0.0%	
	Dog Breeders	107.00 (n)	107.00 (n)	0.0%	
	Exhibiting Animals	64.00 (n)	64.00 (n)	0.0%	
	Riding Establishments	107.00 (n)	107.00 (n)	0.0%	
d.	Licence Fee 1,2 or 3 Years	185.00 (n)	185.00 (n)	0.0%	
e.	Copy of Licence (including change of details not requiring an inspection)	10.50 (n)	10.50 (n)	0.0%	
Note. Where there is more than one licensable activity carried out at the Premises/Establishment then only one Application Fee shall apply for all the licensable activities and the full Inspection Fee and Licence Fee shall apply for each activity. Upon submission of your application please include the Application fee and Inspection fee, the Licence fee will be payable after the officer has been and inspected your premises					
23. Hackney Carriage/Private Hire Licences					
Drivers Licence					
a.	Hackney Carriage Licence (new) Cost recovery officer time	114.00 (n)	114.00 (n)	0.0%	
b.	Hackney Carriage 3 year Licence (new)	234.00 (n)	234.00 (n)	0.0%	
c.	Hackney Carriage Licence (renewal)	89.00 (n)	89.00 (n)	0.0%	
d.	Hackney Carriage 3 year Licence (renewal)	209.00 (n)	209.00 (n)	0.0%	
e.	Private Hire Licence (new) Cost recovery officer time	114.00 (n)	114.00 (n)	0.0%	
f.	Private Hire 3 year Licence (new)	234.00 (n)	234.00 (n)	0.0%	
g.	Private Hire Licence (renewal)	89.00 (n)	89.00 (n)	0.0%	
h.	Private Hire 3 year Licence (renewal)	209.00 (n)	209.00 (n)	0.0%	
i.	Safeguarding/Disability Awareness Training	60.00 (n)	60.00 (n)	0.0%	
j.	Drivers Assessment	n/a	n/a		
k.	Driver knowledge tests	80.00 (n)	80.00 (n)	0.0%	
l.	DBS Fee	55.00 (n)	55.00 (n)	0.0%	
Vehicle Licence					
a.	Hackney Carriage Licence (new & renewals) Cost recovery officer time	150.00 (n)	150.00 (n)	0.0%	
b.	Private Hire Licence (new & renewals)	132.00 (n)	132.00 (n)	0.0%	
c.	Private Hire Licence Special Event	132.00 (n)	132.00 (n)	0.0%	
d.	transfer of plate to another vehicle Cost recovery	46.00 (n)	46.00 (n)	0.0%	
e.	initial test fee	62.00 (n)	62.00 (n)	0.0%	
f.	Re-test fee	40.00 (n)	40.00 (n)	0.0%	
g.	6 Month Vehicle Compliance Fee (older vehicles)	62.00 (n)	62.00 (n)	0.0%	
Private Hire Operators					
a.	Initial issue / renewal (up to 3 cars)	84.00 (n)	84.00 (n)	0.0%	
b.	5 year Initial issue / renewal (up to 3 cars)	252.00 (n)	252.00 (n)	0.0%	
c.	Initial issue / annual renewal (up to 10 cars)	156.00 (n)	156.00 (n)	0.0%	
d.	5 year Initial issue / annual renewal (up to 10 cars)	411.00 (n)	411.00 (n)	0.0%	
e.	Initial issue / annual renewal (up to 20 cars)	224.00 (n)	224.00 (n)	0.0%	
f.	5 year Initial issue / annual renewal (up to 20 cars)	565.00 (n)	565.00 (n)	0.0%	
g.	Initial issue / annual renewal (20 + cars)	306.00 (n)	306.00 (n)	0.0%	
h.	5 year Initial issue / annual renewal (20 + cars)	734.00 (n)	734.00 (n)	0.0%	
Others					
a.	new / broken / lost vehicle plate Cost recovery	46.00 (n)	46.00 (n)	0.0%	
b.	damaged/lost driver's I.D. card Cost recovery	34.00 (n)	34.00 (n)	0.0%	
c.	Cancellation of test	38.00 (n)	38.00 (n)	0.0%	
d.	Notification of changes (i.e. address etc.) Cost recovery officer time	11.00 (n)	11.00 (n)	0.0%	

Description of Charge	2020/21 Charge £	Proposed 2021/22 Charge £	% Increase	Estimated Additional Income £
24. <u>Licensing Act 2003</u>				
a. Premises Licences & Club Certificates - Initial Fee				
Band A	100.00 (n)	100.00 (n)	0.0%	
Band B	190.00 (n)	190.00 (n)	0.0%	
Band C	315.00 (n)	315.00 (n)	0.0%	
Band D	450.00 (n)	450.00 (n)	0.0%	
Band E	635.00 (n)	635.00 (n)	0.0%	
b. Premises Licence Variation Fee				
Band A	100.00 (n)	100.00 (n)	0.0%	
Band B	190.00 (n)	190.00 (n)	0.0%	
Band C	315.00 (n)	315.00 (n)	0.0%	
Band D	450.00 (n)	450.00 (n)	0.0%	
Band E	635.00 (n)	635.00 (n)	0.0%	
c. Premises Licences & Club Certificate - Annual anniversary fee				
Band A	70.00 (n)	70.00 (n)	0.0%	
Band B	180.00 (n)	180.00 (n)	0.0%	
Band C	295.00 (n)	295.00 (n)	0.0%	
Band D	320.00 (n)	320.00 (n)	0.0%	
Band E	350.00 (n)	350.00 (n)	0.0%	
d. Theft/loss etc of Club Certificate or Summary	10.50 (n)	10.50 (n)	0.0%	
e. Notification of Change of name or alteration of rules of Club	10.50 (n)	10.50 (n)	0.0%	
f. Change of relevant registered address of Club	10.50 (n)	10.50 (n)	0.0%	
g. Application to vary Community premises licence to include alternative licence condition	23.00 (n)	23.00 (n)	0.0%	
h. Personal Licences	37.00 (n)	37.00 (n)	0.0%	
i. Theft/Loss etc of Personal Licence	10.50 (n)	10.50 (n)	0.0%	
j. Temporary Event Notice	21.00 (n)	21.00 (n)	0.0%	
k. Theft/Loss etc of Temporary Event Notice	10.50 (n)	10.50 (n)	0.0%	
l. Transfers	23.00 (n)	23.00 (n)	0.0%	
m. Notification of Interest	21.00 (n)	21.00 (n)	0.0%	
n. Notification of Change of Licensee's details	10.50 (n)	10.50 (n)	0.0%	
o. Application for Copy of Licence	10.50 (n)	10.50 (n)	0.0%	
p. Provisional Statement	315.00 (n)	315.00 (n)	0.0%	
q. Interim Authority Notice	23.00 (n)	23.00 (n)	0.0%	
r. Minor Variation	89.00 (n)	89.00 (n)	0.0%	
s. Variation of DPS	23.00 (n)	23.00 (n)	0.0%	
t. Pre Application Advice - Check and submit service (Approx 1 hour officer time)	43.00 (n)	43.00 (n)	0.0%	
u. Pre Application Advice - Consultation with RA's and submit	150.00 (n)	150.00 (n)	0.0%	
25. <u>Street Trading</u>				
New Application fee: £50 non-refundable initial consultation fee (not required if location has been previously consented);	50.00 (n)	50.00 (n)	0.0%	
Daily Street Trading Consent, all week days, including bank holidays: £12.00 per day (06:00hrs - 22:00hrs);	12.00 (n)	12.00 (n)	0.0%	
Annual Street Trading Consent, all days of the year, including all bank holidays: £542.50 per year	542.50 (n)	542.50 (n)	0.0%	
*£50.72 Monthly rate per pitch (Standing Order x 10 payments - Monthly charges include a 6.5% discount if paid by Standing Order FOR THE WHOLE YEAR (payable over 10 months 1 April - 1 January). If a licence is cancelled before the full year is completed, the discount will be cancelled and full fees will be payable for the period of the licence. There is no discount given for any cash or cheque payments made.				
26. <u>Houses in Multiple Occupation</u>				
Licence for Houses in multiple occupation with five or more residents, forming 2 separate households, occupying a property more than two storeys high (under the provisions of the Housing Act 2004)				
a. 5 Year Licence - Per Property	750.00 (n)	750.00 (n)	0.0%	
b. Serving of Notices and Making of Orders - Per Hour	60.00 (n)	60.00 (n)	0.0%	
c. Immigration Visits - Per Hour	72.00	72.00	0.0%	

Description of Charge	2020/21 Charge £	Proposed 2021/22 Charge £	% Increase	Estimated Additional Income £
1. Land Charges				
a. Residential Basic Search	177.00	177.00	0.0%	
b. Commercial Basic Search	273.00	273.00	0.0%	
c. LLC1	30.00 (n)	30.00 (n)	0.0%	
d. CON29 Residential	147.00	147.00	0.0%	
e. CON29 Commercial	243.00	243.00	0.0%	
<i>For 'cheque payment' requests, the fees for (a) - (e) above will be increased by 10%</i>				
f. CON29O Enquiries (16, 21)	9.60	9.60	0.0%	
g. CON29O Enquiries (22)	19.20	19.20	0.0%	
h. CON29O Enquiries - each	14.40	14.40	0.0%	
i. Optional Extras	18.00	18.00	0.0%	
j. Extra Parcel of Land -each	18.00	18.00	0.0%	
k. Additional information - Further than 10 years previous (per hour)	30.00	30.00	0.0%	
l. CON29 information not on Public Registers can now be requested individually				
A detailed breakdown is available from the Local Land Charges Team				
2. Electoral Registration				
a. Sales of the full electoral register				
(i) Data format - basic charge	20.00 (n)	20.00 (n)	0.0%	
Data format - plus amount /1,000 entries	1.50 (n)	1.50 (n)	0.0%	
(ii) Printed format - basic charge	10.00 (n)	10.00 (n)	0.0%	
Printed format - plus amount /1,000 entries	5.00 (n)	5.00 (n)	0.0%	
b. Sales of the edited electoral register				
(i) Data format - basic charge	20.00 (n)	20.00 (n)	0.0%	
Data format - plus amount /1,000 entries	1.50 (n)	1.50 (n)	0.0%	
(ii) Printed format - basic charge	10.00 (n)	10.00 (n)	0.0%	
Printed format - plus amount /1,000 entries	5.00 (n)	5.00 (n)	0.0%	
c. Sales of the overseas electoral register				
(i) Data format - basic charge	20.00 (n)	20.00 (n)	0.0%	
Data format - plus amount /1,000 entries	1.50 (n)	1.50 (n)	0.0%	
(ii) Printed format - basic charge	10.00 (n)	10.00 (n)	0.0%	
Printed format - plus amount /1,000 entries	5.00 (n)	5.00 (n)	0.0%	
d. Copying of candidates' expenses documents - per page	0.20 (n)	0.20 (n)	0.0%	
3. Democratic Services				
a. Council Summons/Planning Agendas/Cabinet Agendas	11.00	11.00	0.0%	
4. Development Services				
a. Building Control Fees - The Council part of the CNC Building Control Partnership. Fees are set by CNC consistent across all authorities in the partnership.				
b. Planning Fees - these are currently statutory fees. 20% increase w.e.f. January 2018	Contact the Planning team for details.		0.0%	
c. Planning - Pre-application enquiry fees. 20% increase w.e.f. January 2018	Contact the Planning team for details.		0.0%	
d. Process applications to Custom and Self Build Housing Register	30.00	30.00	0.0%	
e. Provision of Documents and Information				
(i) Local Plan (Full)	42.15	42.15	0.0%	
Local Plan (Interim Statement)	14.10	14.10	0.0%	
Town Extract	7.10	7.10	0.0%	
Village Extract	7.10	7.10	0.0%	
(ii) Copy of Planning Decision Notice (per A4 sheet)	0.35	0.35	0.0%	
(iii) Conservation Area Appraisals	14.10	14.10	0.0%	
(iv) Development Briefs	14.10	14.10	0.0%	
(v) Supplementary Planning Guidance, examples are Shop Fronts, Signs and Adverts	14.10	14.10	0.0%	
(vi) 6 x map extracts, planning/building regulation applications	14.10	14.10	0.0%	
(vii) Full Plan CD for Planning	35.80	35.80	0.0%	
f. Other Documents and Plans (Copies and Fax)				
(i) Search fee per 5 minutes				
A4	0.35	0.35	0.0%	
A3	0.35	0.35	0.0%	
(ii) Plan prints				
A0	1.25	1.25	0.0%	
A1	0.70	0.70	0.0%	

Description of Charge	2020/21 Charge £	Proposed 2021/22 Charge £	% Increase	Estimated Additional Income £
(iii) Plan negatives - per copy				
A0	35.00	35.00	0.0%	
A1	16.95	16.95	0.0%	
g. Invoicing Charge	10.70	10.70	0.0%	
h. Provision of Planning and Engineering Information				
Decision notices & completion certificate				
(i) Building Regulations reference number provided	14.00	14.00	0.0%	
(ii) Building Regulations reference number NOT provided	63.20	63.20	0.0%	
Letter of Comfort	41.90	41.90	0.0%	
i. Completion of Questionnaires/Surveys for Commercial Bodies	42.15	42.15	0.0%	
j. Recovery of officer time in relation to the carrying out of Statutory functions for Enforcement action and works commissioned by the Council and the monitoring pursuant to the Building Act 1984	hourly rate x time	hourly rate x time		

DRAFT 6 MONTH CABINET FORWARD PLAN – Updated 15 January 2021



(For any queries, please refer to the published forward plan)

CABINET

CABINET DATE	ITEMS	LEAD PORTFOLIO HOLDER
Tue 23 Feb 2021	<ol style="list-style-type: none"> 1. Business Plan 2. Corporate Budget 2021/22 & MTFS 3. Project Update – Growing Fenland & CCC Capital Community Fund 4. Lettings Policy for the Allocation of Affordable Rented homes 5. Freedom Leisure Update 6. Grant of Lease of Land at Manea 7. Culture Strategy 8. Funding for March Future High Street Project from CPCA and MHCLG 9. Cabinet Draft Forward Plan 	Cllr Boden Cllr Boden Cllr Boden Cllr Hoy Cllr Clark Cllr Benney Cllr Seaton Cllr Boden / Cllr French Cllr Boden
Mon 22 March 2021	<ol style="list-style-type: none"> 1. Draft Local Plan Update 2. Project Update – Growing Fenland & CCC Capital Community Fund 3. Civil Parking Enforcement Update 4. Cabinet Draft Forward Plan 	Cllr Laws Cllr Boden Cllr French Cllr Boden
Wed 14 Apr 2021	<ol style="list-style-type: none"> 1. Cabinet Draft Forward Plan 	Cllr Boden
Tue 18 May 2021	<ol style="list-style-type: none"> 1. Project Update – Growing Fenland & CCC Capital Community Fund 2. Draft Local Plan 3. Cabinet Draft Forward Plan 	Cllr Boden Cllr Laws Cllr Boden
TBC July 2021	<ol style="list-style-type: none"> 1. Annual Report 2020/21 2. Treasury Management Annual Report 2020/21 3. Financial Outturn Report 2020/21 4. Project Update – Growing Fenland & CCC Capital Community Fund 5. Cabinet Draft Forward Plan 	Cllr Boden Cllr Boden Cllr Boden Cllr Boden Cllr Boden

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