

Public Document Pack

Supplementary Information

EAST HAMPSHIRE DISTRICT COUNCIL
COUNCIL
27 February 2020

Dear Councillor

I am now able to enclose, for consideration at next meeting of the Council, to be held on 27 February 2020 the following supplementary information that was unavailable when the agenda was printed.

Agenda No Item

7 **Revenue, Capital Budget and Medium Term Financial Strategy to 2024/25**
(Pages 1 - 72)

Appendix K is to follow following confirmation of the Petersfield Town Council precept

Appendix A & B will be subject to change pending receipt of the precept.

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NON EXEMPT

EAST HANTS DISTRICT COUNCIL

COUNCIL

27 February 2020

REVENUE, CAPITAL BUDGET 2020/21 AND MEDIUM TERM FINANCIAL STRATEGY TO 2024/25

Lydia Morrison, Chief Financial Officer

FOR DECISION

Portfolio: Portfolio Holder for Finance – Cllr Charles Louisson

Director for Corporate Services: Lydia Morrison

Report No: EHCL/002/2020

Key Decision: No

1.0 Purpose of Report

- 1.1. To provide Council with the proposed 2020/21 Revenue budget, Capital budget, Reserves and Balances, Capital Strategy, Treasury Management Strategy and Medium Term Financial Strategy (MTFS).

2.0 Recommendation

2.1. The Council:

- a) Approves the proposed Revenue and Capital Budgets for 2020/21 including a Council Tax rate of £133.73 at Band D, representing a 2% increase on the current charge;
- b) Agrees the Capital Strategy, Treasury Management Strategy and Prudential Indicators.
- c) Agrees the increase to fees and charges for 2020/21.

2.2. Executive Summary

2.3. The 2020/21 initial budget position for next year is as follows:

	Forecast £'000
Net Cost of Services	11,064
Council Tax, Business Rates & New Homes Bonus Income	(11,064)
(Surplus) / Deficit	-

3.0 Additional Budgetary Implications

3.1. None

4.0 Background and relationship to the Corporate Strategy and Directorate Business Plan/s

Budget Process and Budget Proposals

- 4.1. During the budget process for 2020/21 services were challenged to find substantial savings. Comprehensive work was done on affirming the current establishment. Fees and charges were reviewed and increased above inflation where service managers felt this was appropriate. (see Appendix I).
- 4.2. Heads of Service and Managers were asked to review their budgets and identify any pressure commitments and realisable savings.
- 4.3. The Finance Portfolio Holder, Chief Finance Officer and Deputy Section 151 Officer reviewed the initial budget submissions in December followed by formal challenge sessions with services in January.
- 4.4. The outcome of these reviews has identified savings of £817K which led to an overall balanced budget, after allowing for other budget pressures (pay increases) and changes in Government funding.
- 4.5. In addition to the surplus, it is proposed that Council Tax be increased by 2% in 2020/21. This would generate a further £215K additional funding taking into account the increase in Council Tax Base.
- 4.6. As part of the budget review the Council have put aside the following amounts to support the following:
 - £50,000 has been allocated to create a new reserve for Environmental initiatives.
 - Councillor grants have been retained in full at £4,500 per Councillor, £1,000 of each Councillors grant will need to be spent on environment projects.
 - £250,000 Enhance East Hants/Regeneration Investment Framework reserve to fund business cases to be brought forward in support of Regeneration to Cabinet.

- £215,000 uplift in Council Tax earmarked for Welfare initiatives
- £500,000 added to enhance the property financial resilience reserve to mitigate the risk of future voids, renewals and investment required by the landlord

Corporate Strategy & Business Plans 2020/21

- 4.7. The Corporate Strategy is being reviewed. The reviewed Corporate Strategy will provide an overview of the Mission, Values and Priorities of the Council. Specifically, the Corporate Strategy is focussed on the delivery of the regeneration aspirations of the Council (short, medium and long term), continuing to support Welfare initiatives delivering for our customers and ensuring the Council is financially sustainable.

Medium Term Financial Projections to 2024/25

- 4.8. The Council's Medium Term Financial Strategy (MTFS) has been updated using the results of the budget process as a revised baseline. This is included at Appendix B.
- 4.9. The projections show that by 2024/25 the Council could be facing an annual budget deficit of £0.318M. This is as a result of the reducing New Homes Bonus which is projected to be gone by 2022/23, and the forecast re-baseline of Business Rates.
- 4.10. A great deal of work has been done to maintain the financial stability of the Council and the Chief Finance Officer will start engaging with Members and Officers early in the new financial year to develop options for 2021/22 onwards to maintain financial stability.

Capital Summary and Proposals Received

- 4.11. The current approved Capital position is shown at Appendix C and shows spend of £39.651M against the capital programme, and a forecast spend of £90.864M by 2020/21 year end.
- 4.12. A number of Capital bids have been received in addition to existing unapproved bids and these are attached at Appendix D for consideration. Detailed business cases will be brought to Cabinet for approval for the unapproved capital bids, following which they will be added to the approved programme.

Revenue Reserves Position

- 4.13. A summary of the reserves position is provided at Appendix E.
- 4.14. The reserves position includes the following assumptions:

- Revenue Reserves would total an estimated surplus of £16.741M at the end of the MTFS.
- Capital Reserves of £14.997M are forecast by the end of 2024/25. These are used to support the current approved capital programme and will inevitably change year on year as and when new capital schemes are approved.

Treasury Strategy

4.15. The Treasury Strategy is included at Appendix G for approval.

Capital Strategy

4.16. The annual Capital Strategy setting out amongst other things, the Council's corporate priorities, capital investment ambition, available resources, affordability, capacity to deliver and risk appetite is attached at Appendix H.

5.0 Options considered and reasons for the recommendation

5.1. The 2020/21 budget has been prepared on the following basis which has guided the recommendation:

Council Tax: The budget proposals assume that Council Tax will increase by 2% for 2020/21 representing £133.73 at Band D. This also includes a small increase to reflect growth in housing numbers year on year.

Revenue Support Grant and New Homes Bonus: The New Homes Bonus is included within the budget and includes an additional £1,428K above the anticipated level. The updated MTFS projects the grant reducing year on year and ceasing after 2022/23.

Retained Business Rates: Since 2013/14, the Council has been allowed to retain a proportion of Business Rates. The budget estimate for 2020/21 is based on the Council's final NDR1 return. Risks surrounding business rates estimates are detailed below.

Fees and Charges: It is a District Council function to approve the budget framework and the council tax amount annually after other billing authorities have agreed their charges and in time for annual tax billing. The February Full Council meeting formally exercises this power. The Leader or the Cabinet is empowered to make changes to the District Council's fees and charges and to determine the Fees and Charges Schedule, provided the changes and the schedule are within the budget framework set annually by the Council. The Full Council

approves the Fees and Charges Schedule annually. Details are provided in Appendix I.

Salary budgets: As previously mentioned, the 2020/21 budget assumes an overall increase of 4% for pay award, the living wage uplift, and those who are entitled to pay increments. Pension contributions have also been increased by 1.6% in line with the rates provided by Hampshire Pension Fund. The MTFs includes increase of 4% per annum for uplifts in salary costs.

6.0 Resource Implications

- 6.1. The budgets reflect the aspirations of the organisation for 2020/21 and have been built on the basis of delivering the Council services with the resources required to deliver those plans.

7.0 Legal Implications

- 7.1. It is a District Council function to approve the budget framework and the council tax amount annually. The February Full Council meeting formally exercises this power.

8.0 Risks

- 8.1. The 2020/21 Budget preparation has identified the following key corporate risks:

New Homes Bonus: In 2017/18, the government set its housing growth baseline, above which New Homes Bonus is applied, at 0.4%. This baseline has been maintained for 2020/21 but the Government has retained the option of making adjustments in future years in order to remain within the spending limits sets at the Spending Review in 2015. The technical consultation on the Government Finance Settlement has concluded and the results remain unchanged from the Provisional Settlement. The budget estimates reflect the current award communicated through the settlement information.

Business Rates: The Council experienced larger than forecast deficits on the business rates collection funds. This was largely due to a Government review of appeals provision calculation following the 2017 Revaluation. A continuing high level of appeals would require an increase in provision, reducing the Council's retained income.

- 8.2. The 2020/21 Business Plan preparation has identified the following key corporate risks:

Commercial contracts: A significant standing risk to the council is the risk of our contractors failing to deliver all or part of a contract, leading to non-delivery of services to our residents. There remains a robust process for monitoring our contracts including ensuring that our

business continuity plans remain up to date and this will continue during 2020/21.

Staffing: Shortage of employees or appropriately skilled employees or loss of key staff remains a significant risk to the delivery of the business plans. There remains regular and on-going investment in staff, for example through our on-going leadership development programme and availability of a corporate training programme. Going forward the council will strive to ensure that it offers staff an attractive benefits package in order to recruit and retain.

9.0 Consultation

9.1. The budgets have been built in consultation with Directors, Heads of Service, budget holders and Portfolio Holders.

10.0 Communication

10.1. Subject to approval by Council, the budgets will be published on the Council website.

11.0 Appendices:

Appendix A – 2019/20 Proposed Budget

Appendix B – MTFS projections

Appendix C – Capital Summary 2020/21

Appendix D – Capital Bids and current unapproved projects 2020/21

Appendix E – Reserves position 2020/21

Appendix F – CFO Statement

Appendix G – Treasury Management Strategy

Appendix H – Capital Strategy

Appendix I – Fees and Charges

Appendix J – Analysis of Business Rates Income and Expenditure 2020/21

Appendix K – Cabinet Recommendations and Council Tax Resolution

Agreed and signed off by:

Monitoring Officer: 19/02/2020

S151 Officer: 19/02/2020

Director: 19/02/2020

Portfolio Holder: 19/02/2020

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East Hampshire District Council Capital Programme Summary Project	Carry forward from 2018/19	YTD					5 YEAR CAPITAL PROGRAMME				
		Budget 2019/20 £'000	Revised Budget 2019/20 £'000	Actuals to Qtr 2 £'000	2019/20 Unspent Budget to date	2019/20 Revised Forecast £'000	2020/21 £'000	2021/22 £'000	2022/23 £'000	2023/24 £'000	2024/25 £'000
Housing											
Disabled Facilities Grants		1,381	1,381	532	849	1,381	1,381	1,381	1,381	1,381	1,381
Operational Land and Buildings											
Leisure centre replacement (Alton)		10,326	10,326	5,743	4,583	5,743	4,583	0	0	0	0
Leisure centre refurbishment (Taro)		355	355	0	0	0	355	0	0	0	0
Leisure centre replacement (W&B)		7,608	7,608	2,170	5,438	2,170	5,438	0	0	0	0
Commercial Activity Property Investment											
Investment Property (Investment Strategy refers)		110,000	110,000	31,189	78,811	31,189	78,811	0	0	0	0
Property Development OSU Site		90	90	0	90	0	0	0	0	0	0
Equipment											
Replacement of Noise Monitoring Equipment		10	10	0	10	10	0	0	0	0	0
Processing and Management System		204	204	0	204	0	204	0	0	0	0
Asset Maintenance Management System		35	35	0	35	0	35	0	0	0	0
Building Control - Software		34	34	7	27	7	27	0	0	0	0
CS Waste Telephony		0	0	0	0	61	0	0	0	0	0
Vehicles and Equipment											
Environmental Health Vehicle		21	21	0	21	0	30	0	0	0	0
Other Capital Expenditure											
Merchistoun Hall Redevelopment		97	97	0	0	0	0	0	0	0	0
CIL		0	0	0	0	0	tbc	0	0	0	0
Other s106 funded schemes		0	0	10	-10	10		0	0	0	0
Grand Totals		130,161	130,161	39,651	90,058	40,571	90,864	1,381	1,381	1,381	1,381

East Hants District Council Capital Programme Summary Project	Carry forward from 2018/19	Budget 2019/20 £'000	YTD				5 YEAR CAPITAL PROGRAMME				
			Revised Budget 2019/20 £'000	Actuals to Qtr 2 £'000	2019/20 Unspent Budget to date	2019/20 Revised Forecast £'000	2020/21 £'000	2021/22 £'000	2022/23 £'000	2023/2 4 £'000	2024/25 £'000
Projected Capital Financing											
REFCUS (Revenue funded as Capital under Statute)		1,381	1,381	532	849	1,381	1,381	1,381	1,381	1,381	1,381
External Grants & Contributions			0					0	0	0	0
Use of Specific Reserves		491	491	17	377	88	296	0	0	0	0
Use of Capital Receipts			0		0	0		0	0	0	0
Borrowing Requirement		128,289	128,289	39,102	88,832	39,102	89,187	0	0	0	0
Revenue Funding			0		0	0	0	0	0	0	0
Total Projected Funding		130,161	130,161	39,651	90,058	40,571	90,864	1,381	1,381	1,381	1,381

EHDC capital bids 2020/21

Unapproved bids from 2019/20

Project	2019/20 (£000s)
CRM	136
Property management system software	150
Car parking	34
Cemetery land	315
Pest Control - replacement van	30
Dog vehicle	32
Electric patrol vehicle	30
Merchistoun Hall Redevelopment (subject to a business case)	97
Total	824

New bids

Project	2020/21 (£000s)
Landlord Cap Ex Investment Property	890
Landlord Cap Ex Non-Investment Property	248
Transformation (Digital)	256
Regeneration Investment Framework	18,000
Total	19,394

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East Hampshire District Council

Analysis of Reserve Balances 2020/21 to 2024/25

Capital Reserves	Balance 01/04/2019	Estimated Movements in Reserves 2020/21	Estimated Movements in Reserves 2021/22	Estimated Movements in Reserves 2022/23	Estimated Movements in Reserves 2023/24	Estimated Movements in Reserves 2024/25	Balance 31/03/2025
	£'000	£'000	£'000	£'000	£'000	£'000	£'000
Usable Capital Receipts Reserve	3,898	0	0	0	0	0	3,898
Capital Grants & Unapplied Contributions	9,134	0	0	0	0	0	9,134
Community Infrastructure Levy & Developer Contributions Unapplied	1,965	0	0	0	0	0	1,965
Total Capital Reserves	14,997	0	0	0	0	0	14,997

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	Balance 01/04/2019	Estimated Movements in Reserves 2020/21	Estimated Movements in Reserves 2021/22	Estimated Movements in Reserves 2022/23	Estimated Movements in Reserves 2023/24	Estimated Movements in Reserves 2024/25	Balance 31/03/2025
	£'000	£'000	£'000	£'000	£'000	£'000	£'000
Asset Management Fund	1,047	0	0	0	0	0	1,047
Externally Funded Reserve	1,606	(182)	0	0	0	0	1,424
Financial Management reserve	687	0	0	0	0	0	687
Corporate Planning Reserve	4,395	(1,796)	0	0	0	0	2,599
Service Management Reserve	1,768	0	0	0	0	0	1,768
Financial Stability reserve	1,193	0	0	0	0	0	1,193
Property Financial Resilience Reserve	0	500	0	0	0	0	500
Environmental Initiatives Reserve	0	50	0	0	0	0	50
Welfare Fund	0	715	0	0	0	0	715
Regeneration Investment Framework	0	250	0	0	0	0	250
Community Grant Fund	0	1,000	0	0	0	0	1,000
Total Earmarked Reserves	10,696	537	0	0	0	0	11,233

	Balance 01/04/2019	Estimated Movements in Reserves 2020/21	Estimated Movements in Reserves 2021/22	Estimated Movements in Reserves 2022/23	Estimated Movements in Reserves 2023/24	Estimated Movements in Reserves 2024/25	Balance 31/03/2025
	£'000	£'000	£'000	£'000	£'000	£'000	£'000
C/f			3,947	4,626	5,722	5,826	
General Fund	3,947	0	679	1,096	104	(318)	5,508
Total	3,947	0	679	1,096	104	(318)	5,508

STATEMENT ON THE GENERAL FUND BUDGET PROPOSALS BY THE CHIEF FINANCE OFFICER

1. Background

Section 25 of the Local Government Act 2003 requires the Chief Finance Officers to report to their authorities about the robustness of estimates and the adequacy of reserves when determining their precepts. Authorities are required to consider their Chief Finance Officer's report when setting precepts.

2. Summary Opinion

Having considered and taken into consideration the issues detailed within the report, I am able to give a positive opinion on the robustness of the estimates and the adequacy of financial reserves for 2020/21.

This opinion is based on the draft budget proposals to be presented to Cabinet in February 2020. Should any of the assumptions currently included within the proposals change substantially then this opinion will require review.

3. Robustness of the Estimates

Estimates Procedures and Processes

In providing a positive opinion on the robustness of the Estimates and Council Tax procedures I have relied on the assumptions and factors as detailed within the Budget report. These include well established and tested process and procedures and in this financial year a further layer of challenge and risk analysis has been introduced with the Challenge Boards. I can therefore confirm that I am satisfied that the Council has robust procedures in place.

These procedures will be reviewed regularly, in particular in light of the continuing public sector spending constraints.

4. Determination of the level of resources available.

The New Home Bonus for 2020/21 exceeded expectation by £1,428,000.

5. Affordability of Spending Plans

In assessing this issue the following factors have been taken into account:

- The level of Council Tax considered acceptable both locally and nationally – the Government has agreed Councils can uplift Council Tax by the higher of 2% or £5 and the Cabinet is making the recommendation for 2020/21 of implementing a 2% uplift
- The budget process for 2020/21 has been based on council strategic priorities and service business plans.

6. Advice on the level of reserves

The estimated level of the General Fund Reserve at March 2021 is £3.987M. The General Reserve is set aside to smooth the impact of unexpected events and emergencies. The Council has robust monitoring and reporting in place and is key to managing any future financial risk which may arise.

An analysis of earmarked reserves held by the Council has shown that the level currently held in these reserves remains adequate to meet the commitments and forecast expenditure.

7. Key Budget Risks

There are a number of risks which have been highlighted within the main report, the majority of these are associated with cost reductions and efficiency savings by departments. Robust monitoring and reporting will help to mitigate any risk of failing to deliver these financial targets

East Hampshire District Council

Treasury Management Strategy, Minimum Revenue Provision Strategy and Annual Investment Strategy

1. The CIPFA Treasury Management Code of Practice

- 1.1 The Treasury Management and Investment Strategy has been set in accordance with the CIPFA Prudential and Treasury Management Codes 2017. The code was updated to respond to an increase in the level of Commercial investment by Local Authorities and concerns raised that Councils should define risk appetite and assess the risks and rewards of significant investments on a long-term basis, rather than the three to five-year time frames that were typically used for decision making.
- 1.2 The Council is required to approve a Treasury Management Strategy which establishes the investment and borrowing activities for the Council. The Council's approach to Treasury Management is in accordance with the Cipfa Code of Practice, which requires a three year strategy to be agreed annually.
- 1.3 The Prudential Code for Capital requires the Council to set Prudential Indicators for Treasury Management and Capital Expenditure. These are linked to the Strategy and are set out at the end of this document.
- 1.4 The Prudential Code expresses concern that commercial activities should be proportional to a local authority's overall resources and that Local authorities should also engage appropriate expertise to ensure that members are well-informed before making such investment decisions.
- 1.5 The Council is also required to make an annual Policy statement on making Minimum Revenue Provision (MRP) for borrowing, together with the consideration of prudent provision in future financial years.
- 1.6 The Council is required to produce an annual Capital strategy which should specifically set out parameters around Investment.
- 1.7 The Council delegates responsibility for the monitoring and scrutiny of treasury activity to the Audit Committee, and delegates responsibility for implementing and administering the strategies, policy and procedures to the Chief Finance Officer.

2. Treasury Management Policy 2020/21

- 2.1 The Council's ambition to acquire property sites for strategic, operational and investment purposes will require the Authority to borrow further money moving eventually to a net borrowing position. The proposed policy for managing borrowing to finance such expenditure is to borrow short term, or through the Public Works Loan Board, monitoring interest rates closely in order to switch to longer term fixed rate borrowing where analysis of market rates suggests this may be appropriate. The Council has utilised the Public Works Loan Board for strategic project investments since 2017/18 and for operational asset investments, including the Leisure Centre replacement programme, and will continue to do so.
- 2.3 The Council will continue to invest in regeneration and property and will make the use of the capital receipts reserve to fund projects if it is financially prudent to do so.

- 2.4 Following the 0.25% increase in Base Rate in August 2018, market indications suggest that there could be further base rate increases in the short term as the Bank of England seek to mitigate increases in inflation that is currently being experienced.
- 2.5 In addition, in October 2019, HM Treasury instructed the Public Works Loan Board to increase loan rates by one percentage point meaning the typical rate for a loan is now 2.8% rather than 1.8%.

Economic Factors

- 2.6 Factors that influence the Council's Treasury Management Strategy include the Council's overall level of resources, medium term spending plans and the need to finance the future cost of services. It is also influenced by the state of the economy in general, the outlook for interest rates and the credit risk environment.
- 2.7 The Treasury strategy is linked to the Council's medium term financial plans, and are reflected in a net interest cost or yield in the Council's budget. The net cost/yield estimates are updated regularly through the budget setting process and in year forecasting.
- 2.8 The Council's investment strategy gives scope to invest in approved instruments outlined in the approved lending/borrowing list (Schedule 3), but investments in banks and building societies are limited to high quality counterparties only.

Prudential Indicators

- 2.9 The Prudential Indicators were established as part of the Local Government Act 2003 through the Prudential Code. The Code requires the Council to produce indicators to demonstrate that capital financing is prudent, sustainable and affordable. Local authorities must undertake financial planning for periods longer than the three years required for prudential and treasury indicators. The Capital Programme provides the basis for this. The indicators are set out at the end of this document.

MRP Policy

- 2.10 The Council is required to calculate an amount in relation to its borrowing, and charge this amount as Minimum Revenue Provision to its Income & Expenditure Account in respect of borrowing repayment. The Policy is set out at Schedule 4 to the Treasury Management Strategy.

Officer Approval Limits

- 2.11 The power to approve the acquisition of properties meeting the Council's investment criteria be delegated to any Executive Director, in consultation with the Leader and the Section 151 Officer.

Risk Management

- 2.12 Minimisation and mitigation of risk is a key aspect of treasury management activity. Property investment decisions are subject to detailed business cases and lending and investment lists are updated during the financial year. As the Council moves towards a net borrowing position, interest rate exposure is an emerging risk and the timing of any move from short to long term borrowing is closely monitored.

- 2.13 The Finance Team carry out their duties in accordance with internal controls to ensure any day to day investment decisions are made in accordance with the Treasury Management Strategy.
- 2.14 The CFO reports on Treasury activity as part of the monthly financial monitoring.
- 2.15 The Audit Committee will be responsible for the scrutiny of Treasury Management activity & practises.

SCHEDULE 1 – TREASURY MANAGEMENT STRATEGY

The Authority has adopted the Chartered Institute of Public Finance and Accountancy's Treasury Management in the Public Services: Code of Practice 2017 Edition (the CIPFA Code), which requires the Authority to approve a treasury management strategy before the start of each financial year. In addition, the Department for Communities and Local Government (CLG) issued revised Guidance on Local Authority Investments in February 2018 that requires the Authority to approve an investment strategy before the start of each financial year.

This report fulfils the Authority's legal obligation under the Local Government Act 2003 to have regard to both the CIPFA Code and the CLG Guidance. The Authority is proposing to borrow substantial sums of money and, as a result, may be exposed to financial risks arising from changing interest rates. The successful identification, monitoring and control of risk are therefore central to the Authority's treasury management strategy.

East Hampshire District Council's context

East Hampshire District Council has, as at 31st December 2019, £20.3M invested short-term (to mature within 12 months). There is external borrowing in place of £114M to fund capital expenditure on Leisure Centres and strategic property investment.

The underlying need to borrow is measured by the Council's Capital Financing Requirement (CFR). The CFR is anticipated to increase as a result of the Council's desire to build its investment property portfolio, and investment in Leisure facilities over the period of the Medium Term Financial Strategy (MTFS).

The current MTFS has modelled a further investment of £89M in the investment property portfolio in 2020/21, carried forward from 2019/20 from the £200M originally approved. This is on the basis that funding would be through PWLB borrowing and therefore interest payments and MRP would be chargeable to the revenue budget. Before any decision is made to draw the monies down a full business case will be produced for Cabinet's approval.

In any event, once the current £200M has been borrowed, a full review of the investment property portfolio performance will be undertaken prior to any further increases.

Borrowing Strategy

The Council will adopt a flexible approach to borrowing in consultation with Treasury Management advisors, and will keep under review the following borrowing sources:

- Internal borrowing (borrowing against future revenue budgets)
- PWLB
- Other Local Authorities
- Finance Leasing
- Brokers for short term financing

Exposure to short dated/variable rate borrowing will be reviewed by reference to the difference between variable rate and longer term borrowing costs. A significant change in this difference will trigger a review of borrowing strategy to determine whether a switch to longer term rates is made or whether exposure to short term rates is maintained.

Capital Finance can also be raised through other debt liabilities, including Finance Leases, Private Finance Initiatives, Sale & Leaseback, or LGA Bonds. Any decision to raise finance through these methods will be subject to appraisal and a separate report to Cabinet.

The Council may take advantage of debt rescheduling (the repayment of loans before maturity to allow replacement with new loans) where it is expected to create a cost saving or significantly reduce interest rate risk to the Council.

Investment Strategy

The Council's overriding objective in relation to the investment of cash is the security of the capital invested, followed by the liquidity of investment. The Council aims to maximise yield given these parameters.

Investments are categorised as specified or non-specified investments. Specified investments are sterling denominated investments maturing under 1 year, and non-specified investments are effectively anything else.

The CFO has discretion to make investments outside of the Lending list on the advice of appropriate Treasury Advisors. Institutions may be added or removed from the list if credit ratings improve or deteriorate below the thresholds outlined on the List.

Overnight funds are held in an overnight fund provided by the Council's bank. Consideration will be given to Money Market Funds in 2019/20 as an alternative to the overnight account, and may be utilised if the CFO is satisfied with the level of risk.

The Council will arrange short term investments through brokers, in order to ensure transactional security and to promote competition to enhance returns. The approved brokers are:

- ICAP Europe Ltd
- Prebon Marshall Yamane UK Ltd
- Tradition UK
- RP Martin

The Current Treasury Portfolio

The Council adopted a policy in previous strategies to transfer long term cash investments into property, building a balanced portfolio which balances returns with the Council's duty to maintain appropriate security and liquidity of public monies. Investment properties are revalued on an annual basis which may change the value reported. The expected value of these property investments at 31 March 2020 is:

Value as at 31/03/2018	Additions	Revaluations	Value as at 31/03/2019	Additions	Value as at 31/03/2019
£'000	£'000	£'000	£'000	£'000	£'000
70,322	44,108	896	115,326	31,189	146,515

Interest Rate Forecasts

The Council formulates a view on interest rates as part of the budget setting process. This view is formulated on the basis of the Office for Budgetary Responsibility forecasts used for the Autumn Statement. The current view is that interest rates are likely to increase in 2020, and that increases

beyond this would be incremental. Although there are inflationary pressures, and the weakening of Sterling since 2016, there is also uncertainty as to how Brexit negotiations will affect the wider economy. The annual FT survey on base rate expectations demonstrates a mixed view over when interest rates will change over the next 12 months. The table below details interest rate forecasts provided.

The table below details interest rate forecasts provided.

	2019/20				2020/21			
	Qtr 1	Qtr 2	Qtr 3	Qtr 4	Qtr 1	Qtr 2	Qtr 3	Qtr 4
OBR Forecast	0.8%	0.8%	0.8%	0.8%	1.1%	1.1%	1.1%	1.1%

It is important to note that although the base rate has changed, the rates that we can get on our investments are based on the London Interbank Offer rate, which fluctuates depending on other market factors. This explains the differing rates of return of our current investment portfolio.

Creditworthiness Policy

The Council monitors the creditworthiness of the counterparties used. The Council’s lending list contains only counterparties of high credit quality. Credit quality is assessed through the size of the asset base of the counterparty, and the credit ratings awarded by independent credit rating agencies such as Fitch.

The asset base of counterparties is monitored on an annual basis when the Statement of Accounts for each counterparty is issued. Credit ratings are regularly monitored and are verified prior to investments being made.

Credit ratings of counterparties are available from credit agencies (Fitch, Standard & Poor, and Moody’s). Advice on the credit worthiness of counterparties is also obtained from the Council’s Treasury advisors.

If a counterparty on the current lending list is found to be of insufficient credit quality, the Council will not engage with that counterparty until it is satisfied that credit quality has improved. Treasury officers continue to monitor counterparties that are not currently on the lending list, and will add counterparties of high credit quality to the lending list in consultation with the Portfolio Holder for Finance.

The Council has not invested outside the United Kingdom since 2006, and currently no foreign counterparties are contained within the list (with the exception of Santander UK Plc, which is a UK bank under Spanish ownership). Foreign counterparties are monitored, and if sufficient credit quality is proved, may be added to the list in consultation with the Portfolio Holder for Finance.

Sole reliance will not be placed on credit ratings. The Council will continue to monitor reports in the press, market data and information on government support when reviewing credit worthiness. All counterparties on the long-term lending list are also covered by the government’s Credit Guarantee Scheme.

All Long Term Investments will be carried out in consultation with the Finance Portfolio Holder and the S151 Officer.

The revised CIPFA Code of Practice on Treasury Management and the Prudential Code for Capital Finance, in accordance with Section 3 of the Local Government Act 2003, require the Council to determine and review the level of borrowing that it can afford.

The Codes require a number of indicators to be formally set, on a rolling basis, for 2018/19 actuals and the following three years. The Council must have regard to the following when setting these indicators:

- Service Objectives
- Stewardship of Assets
- Value for Money
- Prudence and Sustainability
- Affordability and Practicality

The purpose of these indicators is to ensure that total capital investments and, in particular, the effect of these investments on the Council Tax level is 'acceptable'.

The Prudential Indicators set for 2020/21 are shown in Schedule 2 below. An explanation is provided for each indicator.

SCHEDULE 2 - PRUDENTIAL INDICATORS

1) Ratio of Financing Costs to Net Revenue Stream

The actual ratio for 2018/19, and estimated ratios for 2020/21 to 2024/25 are provided below.

	2018/19 Actuals	2019/20 Budget	2019/20 P9 Estimate	2020/21 Forecast	2021/22 Forecast	2022/23 Estimate	2023/24 Estimate	2024/25 Estimate
	£'000	£'000	£'000	£'000	£'000	£'000	£'000	£'000
Interest Payable	962	4,851	3,638	2,599	5,032	5,001	4,969	4,939
Interest Receivable	(125)	(241)	(181)	(72)	(72)	(72)	(72)	(72)
Investment Income *	(5,879)	(10,080)	(7,560)	(11,286)	(13,686)	(16,086)	(16,086)	(16,086)
MRP (include finance leases)	908	1,584	1,188	2,127	3,115	3,194	3,275	3,303
	(4,134)	(3,887)	(2,915)	(6,632)	(5,611)	(7,963)	(7,914)	(7,916)
RSG/NNDR	1,876	2,272	1,704	1,306	2,116	1,896	1,896	1,896
Collection Fund	6,573	6,621	4,965	6,949	7,038	7,250	7,469	7,695
Other non-ringfenced grants	0	0	0	0	0	0	0	0
New Homes Bonus Grant	2,422	2,614	1,960	3,345	1,530	920	0	0
	10,871	11,506	8,630	11,600	10,684	10,066	9,365	9,591
Ratio as a Percentage	(0.38)	(0.34)	(0.34)	(0.57)	(0.53)	(0.79)	(0.85)	(0.83)

The ratio is calculated by comparing the financing cost of all borrowing with the revenue stream through Council Tax, general grants and Retained Business Rates. It increases as the level of borrowing increases year on year while government and tax revenues reduce. The cost of finance associated with this borrowing is more than covered by the revenues attached to investment income.

2) Approved Capital Expenditure

The Capital Expenditure estimates are summarised below. The estimates come from approved schemes in the Capital Budget, which is to be agreed by Council in February 2020.

Capital Expenditure	2019/20 Original Estimate	2019/20 Revised Estimate	2020/21 Estimate	2021/22 Estimate	2022/23 Estimate	2023/24 Estimate	2024/25 Estimate
	£'000	£'000	£'000	£'000	£'000	£'000	£'001
Capital Expenditure	111,730	40,571	90,864	1,381	1,381	1,381	1,381
Capital Financing	1,730	1,469	1,677	1,381	1,381	1,381	1,381
Borrowing Requirement	110,000	39,102	89,187	-	-	-	-

Note – the 2017/18 to 2020/21 figures above include property purchases

3) The Maturity Structure of Fixed Rate Borrowing

The below table demonstrates the value of principal repayments repayable.

	2019/20 Budget	30/09/2019 Actual
	£'000	£'000
Under 12 months		1,222
12 months to 2 years		1,252
2 years to 5 years		3,942
5 years to 10 years		32,242
10 years to 20 years		46,831
20 years to 30 years		29,134
30 years to 40 years		-
40 years to 50 years		-

4) The Capital Financing Requirement

The Capital Financing Requirement (CFR) is used to assist in deciding whether capital expenditure is affordable, by measuring the underlying need to borrow. The indicator is calculated by matching fixed assets and projected capital expenditure to capital resources applied. The difference between the two, if positive, represents total capital expenditure financed by borrowing. The definition of unfinanced capital expenditure includes finance leases and PFI arrangements. Long Term borrowing should not, except in the short term, exceed the CFR. The indicator now also includes all borrowings associated with the purchase of investment property of £200M per annum by the end of 2020/21.

Capital Financing Requirement (CFR)	2019/20 Original	2019/20 Revised	2020/21 Estimate	2021/22 Estimate	2022/23 Estimate	2023/24 Estimate	2024/25 Estimate
Opening CFR	117,410	117,410	156,512	243,572	240,457	237,263	233,988
Unfinanced Capital Expenditure	110,000	39,102	89,187	-	-	-	-
MRP	(1,584)	(1,584)	(2,127)	(3,115)	(3,194)	(3,275)	(3,303)
Closing CFR	225,826	156,512	243,572	240,457	237,263	233,988	230,685
Long Term Borrowing	144,522	114,015	192,779	191,512	190,214	188,884	187,522
Over/(Under) Borrowing	(81,304)	(42,497)	(50,793)	(48,945)	(47,049)	(45,104)	(43,163)

The Council has two leases that were reclassified as finance leases under International Financial Reporting Standards in 2010, where previously they had no impact on the CFR. The Finance Lease Liability is being reduced through budgeted lease repayments and as a result there is no requirement to borrow to meet this liability.

4) Authorised Limit for External Debt

To ensure good cashflow management, there is occasionally a need to borrow in the short term. Authority for any such borrowing is delegated to the S151 Officer. There are some circumstances where long term borrowing to support the Capital Programme is required to finance major capital projects or investment property purchases. The long-term limits set in this report are based on the projected Capital Financing requirement over the period of the Medium Term strategy, and will be the maximum permissible amount of total borrowing. Other Long-Term Liabilities are deposits held by the Council and relate to the Woolmer industrial estate.

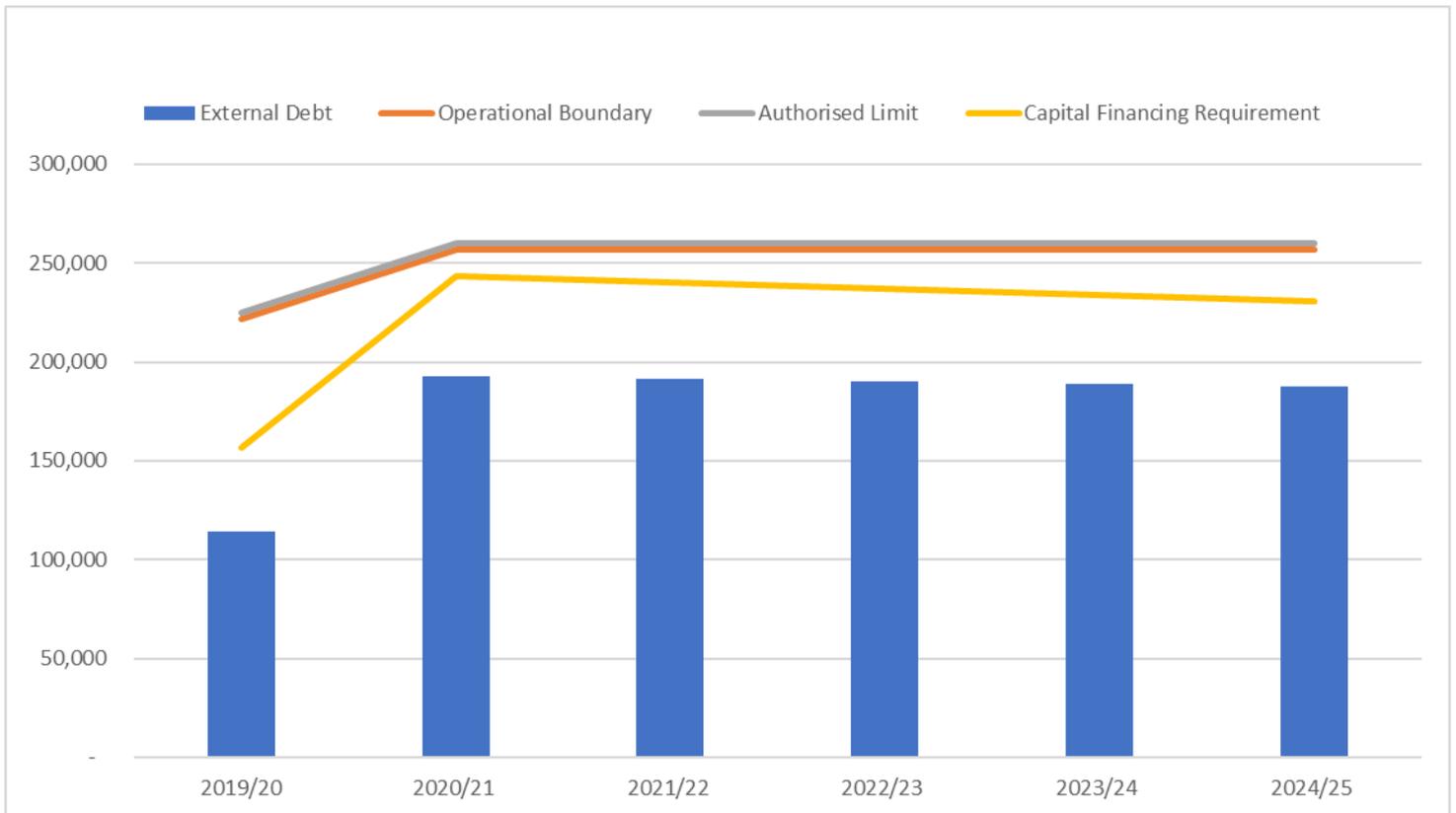
		2019/20 £'000	2020/21 £'000	2021/22 £'000	2022/23 £'000	2023/24 £'000	2024/25 £'000
Borrowing Authorised Limit		225,000	260,000	260,000	260,000	260,000	260,000
Other Long Term Liabilities		5,356	5,341	5,330	5,319	5,308	5,297

TREASURY MANAGEMENT INDICATORS

1) Operational Boundary for External Debt

The purpose of this indicator is to serve as a warning that the authorised limit for external debt is close. It has been set at £3M below the authorised limit.

		2019/20 £'000	2020/21 £'000	2021/22 £'000	2022/23 £'000	2023/24 £'000	2024/25 £'000
Borrowing Operational Limit (Up to 1 Yr)		222,000	257,000	257,000	257,000	257,000	257,000
Other Long Term Liabilities		5,356	5,341	5,330	5,319	5,308	5,297



2) Interest Rate Exposures

Setting upper limits for variable and fixed interest rates provides a range in which the authority manages exposure to fixed and variable interest rates. Although fixed rates bring security to long term returns, variable rate investments can give the flexibility to maximise returns when interest rates are expected to increase. The indicators set will allow this flexibility.

Upper Limit for Fixed Rate Exposure

2018/19 Actuals £'000	2019/20 Estimate £'000	2020/21 Estimate £'000	2021/22 Estimate £'000	2022/23 Estimate £'000	2023/24 Estimate £'000	2024/25 Estimate £'000
100%	100%	100%	100%	100%	100%	100%

Upper Limit for Variable Rate Exposure

2018/19 Actuals £'000	2019/20 Estimate £'000	2020/21 Estimate £'000	2021/22 Estimate £'000	2022/23 Estimate £'000	2023/24 Estimate £'000	2024/25 Estimate £'000
100%	100%	100%	100%	100%	100%	100%

3) Total Principal Sums invested

The Prudential Code requires authorities to establish long term limits on principal sums invested in long term investments. The purpose of this indicator is to ensure that a good maturity profile of investments is maintained.

Term of Investment	Total Value £'000
Within 1 Years	20,395
Between 1 and 2 Years	0
2+ Years	0

Schedule 3 - Borrowing and Lending List 2020/21

Fitch Ratings

Long Term: Investments will only be made in institutions which, if rated, are rated at BBB+ or above. Building Societies that are not rated are included on the basis of asset size, of a minimum of £1bn.

Short Term: Investments will only be made in institutions which, if rated, are rated F3 or above. Building Societies not rated are included on the basis of asset size, of a minimum of £500m.

Long Term Investments

Maximum Investment:

Total investments not to exceed £5m; all investments to be carried out in consultation with the Portfolio Holder for Finance

Maximum Term:

5 years

Clearing Banks & Subsidiaries	Fitch Rating	
	Short Term	Long Term
Barclays Bank	F1	A+
HSBC	F1+	AA-
Lloyds Bank	F1	A+
Royal Bank of Scotland	F1	A+
Nat West Bank	F1	A+
Other UK Banks		
Santander UK plc	F1	A+
Close Brothers Ltd	F1	A
Abbey National Treasury Services Plc	F1	A
Goldman Sachs Group	F1	A
Local Authorities		
Central Government		

Building Societies (Assets over £1bn)	Rating by asset size	Fitch Rating	
		Short Term	Long Term
Nationwide	1	F1	A
Yorkshire	2	F1	A-
Coventry	3	F1	A
Skipton	4	F1	A-
Leeds	5	F1	A-
Principality	6	F2	BBB+
West Bromwich	7	-	-
Newcastle	8	B	BB+
Nottingham	9	-	-
Progressive	10	-	-
Cumberland	11	-	-
National Counties	12	-	-
Saffron	13	-	-
Cambridge	14	-	-

Short Term Lending List

For investments not exceeding 364 days.

Maximum Investment: £3,000,000
Maximum Duration: 364 Days

Clearing Banks & Subsidiaries	Fitch Rating	
	Short Term	Long Term
Barclays Bank	F1	A+
HSBC	F1+	AA-
HSBC Private Bank	-	-
Lloyds Bank	F1	A+
Royal Bank of Scotland	F1	A+
Nat West Bank	F1	A+
Other UK Banks		
Santander UK plc	F1	A+
Clydesdale Bank	F2	BBB+
Close Brothers Ltd	F1	A
Abbey National Treasury Services Plc	F1	A
Local Authorities		
Central Government		

Building Societies (Assets over £500m)	Rating by asset size	Fitch Rating	
		Short Term	Long Term
Nationwide	1	F1	A
Yorkshire	2	F1	A-
Coventry	3	F1	A
Skipton	4	F1	A-
Leeds	5	F1	A-
Principality	6	F2	BBB+
West Bromwich	7	-	-
Newcastle	8	B	BB+
Nottingham	9	-	-
Progressive	10	-	-
Cumberland	11	-	-
National Counties	12	-	-
Saffron	13	-	-
Cambridge	14	-	-
Monmouthshire	15	-	-
Leek United	16	-	-
Furness	17	-	-
Newbury	18	-	-
Hinckley and Rugby	19	-	-
Ipswich	20	-	-
Darlington	21	-	-

Long term Borrowing

Long term borrowing is for capital projects. Long term borrowing will be from PWLB, UK Sterling based institutions and to include Local Authorities.

Short Term Borrowing

Short term borrowing is for temporary cash shortfalls. Short term borrowing will be from UK Sterling based institutions, including Local Authorities. Short term borrowing will not exceed 364 days.

Schedule 4 – Minimum Revenue Provision Policy 2020/21

MRP on Finance Leased assets prior to 2017

The Council holds assets which are financed through a Finance Lease, as defined by International Financial Reporting standards. Where assets are financed in this way, MRP is charged over the life of the asset or, where this is not practical, over the life of the lease.

Prudential Code debt incurred in the year 2019/20 and onwards in relation to income generating property acquisitions

The Council will calculate the amounts for MRP for 2019/20 by applying an annuity formula incorporating a PWLB long-term borrowing rate, commensurate in duration to the estimated life of the item purchased/built to the apportionment of the value attributed to each financial year's opening CFR in relation to such income generating capital expenditure where the item purchased/built is expected to have a life of up to 50 years or more.

Prudential Code debt incurred in the year 2017 onwards in relation to Leisure Centres and other operational assets

The Council will apply the following methodology for MRP in relation to the Leisure Centre build:

- Annuity method (Asset life) - Annuity method, which works on the basis of a mortgage type repayment extended over the lifecycle of the asset. MRP Commencement on operational properties will be postponed until the financial year after asset becomes operational.
- Borrowing where timing differences arise between spend and future capital receipts; MRP will be charged in the year in which capital receipts are received
- Internal Borrowing; MRP repayment on internal borrowing will be offset against savings or income generated in the Income & Expenditure Account as a direct result of the investment. Repayment schedules will be confirmed prior to internal borrowing commencing.

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Capital Strategy

East Hampshire District Council

2020/21 to 2024/25

1.0 Introduction

1.1 The Capital Strategy is a key policy document for the Council and provides guidance on the Capital Programme and the use of capital resources and Asset Management Plans. The strategy reflects the links to other Council plans, in particular the Commercial Property Investment Strategy approved by Cabinet in May 2018, as well as the Medium Term Financial Strategy (MTFS). The Capital Strategy is written following guidance included in the Prudential Code (2018) and is required to be approved by Full Council.

The objectives of the Capital Strategy are to:

- Provide an overview of the governance process for approval and monitoring of capital expenditure;
- Provide a longer-term view of capital expenditure plans;
- Provide an overview of asset management planning;
- Provide expectations around debt and use of internal borrowing to support capital expenditure;
- Define the authority's approach to commercial activities including due diligence and risk appetite;
- Defines the available knowledge and skills to the authority in relation to capital investment activities.

1.2 Capital spending is strictly defined and is principally incurred in buying, constructing or improving physical assets such as buildings, land and vehicles, plant and machinery. It also includes grants and advances to be used for capital purposes. The Council's policy on capitalisation is included in the Accounting Policies of the Statement of Accounts. The policy states that only assets with a value over £15,000 will be capitalised and therefore expenditure under these limits is deemed to be a revenue cost.

1.3 Evaluation and Monitoring of Capital Projects

The Council has a Programmes and Projects Board whose purpose is:

- to act as the Corporate Board for strategic//key corporate projects contributing to the delivery of the Corporate Strategy;
- to monitor the progress of the council's strategic/key corporate projects; including governance arrangements;
- to review and consider resourcing issues on projects.

The function of the board is to be accountable for the success of the key projects which contribute to the delivery of the Corporate Strategy. A “Strategic Project (also known as a “Key Corporate Project”) is defined as – any project which Executive Board have deemed to require strategic oversight and is tracked on the “Strategic Project” list maintained by the Board.

Project Board will be responsible for ‘live’ projects. Any Corporate Project that requires approval will go through the usual mechanism of Executive Board – Cabinet – and/or Council. Once a Corporate Project is approved (including funds) then a decision will be made by Executive Board on whether the project should be managed through Project Board.

In line with Prince 2 management standards, the Programmes and Project Board will:

- Consider recommendations from the projects and provide strategic oversight to ensure continued fit with the business strategy for the Council
- Approve major plans and any major changes on key projects including invocation of Exception status where projects are not progressing to plan
- Allocate corporate funding and resources to key projects
- Ensure corporate-wide communication relating to key projects is relevant and timely
- Ensure appropriate governance and project assurance is in place for key projects and risks are being appropriately monitored and escalated where necessary.

The Programmes and Projects Board will link with the project management structures for each key project. The Business Solutions Unit will ensure appropriate and complementary project governance structures are in place, in line with Prince 2 management standards, to avoid confusion regarding roles and responsibilities. Prince 2-based templates for projects and programmes will be the standard reporting tools for all projects.

The Programmes and Project Board will comprise of ‘Accountable’ and ‘Supporting’ Officers. Supporting Officers attend to offer support and guidance in their respective areas, but will have no voting rights as part of the decision making process. Decisions will only be agreed by Accountable officers, being:

Chief Executive

Chief Finance Officer and Director of Corporate Services

Service Director for Regeneration and Place

1.4 **Current Asset Portfolio**

The Council holds an investment portfolio that supports both its operational activities and non-operational activities from which it receives an element of rental income. For the year ended 31 March 2019 the value of investment property rental income £6.125M which represents a gross yield of 5.31% on the value of the investment property assets held.

Asset Category	Valuation 31/03/19 £000	Rental Income £000
Investment Property	115,327	6,125
Property Plant and Equipment	34,620	
Assets Under Construction	9,786	
TOTAL	159,733	

The rental income the Council receives from the investment properties is used to support Council services and represents 10.38% of the total income it receives.

Investment Property (Non-Operational)

These assets include Industrial Estates, land held for capital appreciation and rental income.

Property, Plant & Equipment

These are operational properties, land, vehicles, infrastructure and community assets that are used to deliver council services and include Council

Assets Under Construction

These are assets that are in the course of construction but have not yet been completed.

follows:

- The Chief Finance Officer is responsible for ensuring that a capital programme is prepared for consideration by the Cabinet before submission to Full Council. New Capital projects should be identified by Heads of Service to the Chief Finance Officer, as part of the Budget Planning Process, for inclusion in the Capital Programme.
- Capital schemes may only be committed after:
 - An assessment in the agreed standard format including an estimate of the associated revenue expenditure and income has been approved by the Cabinet; and
 - Appropriate finance has been made available.
- Where it appears that any scheme in the capital programme will be overspent by a sum of £50,000 or more a report shall be made to the Cabinet. The Chief Finance Officer will advise the Cabinet whether or how requests for additional capital finance can be achieved within the overall capital programme. The Chief Finance Officer is authorised to approve virements within the capital programme as outlined in Standing Order 63.

2.2 The key principles to be applied to the Capital Strategy are set out below:

- Capital resources are held corporately and are allocated according to the priorities set out in the Corporate Strategy (i.e. there is no automatic ring-fencing of resources for specific purposes);
- Capital receipts will be allocated in accordance with Council priorities;
- The Council will seek to maximise the use of grants and external funding;
- The Council is committed to deliver capital investment with partners to maximise benefits where this fits with Council priorities;
- Redirection of capital resources from one project to another will be contained within existing budgets, unless increases can be justified through the budget process;
- Capital budgets are generally cash-limited i.e. no provision is made for inflation which effectively means that over time there is a real reduction in the value of resources allocated to specific capital projects;
- Review of capital financing decisions which will likely have a revenue budget impact due to lack of capital resources (E.g. through reprofiling of capital receipts and borrowing);
- Revisit the Asset Management Plan to see if any asset can be sold;
- In order to reduce the exposure of the council to a borrowing requirement the following steps should continue to be examined:
 - Fundamental review of existing capital programme to ensure that schemes are still required and are accurate;
 - Maximisation of the use of grants and contributions from

external sources;

- Providing a recurring revenue contribution to the capital programme;
- Invest to save schemes that can repay the capital investment over a period of time.

Capital Investment Assumptions:

- The current capital programme uses a combination of financing including capital receipts, grants & contributions, reserves and borrowing.
- The 2020/21 proposed capital programme includes provision to spend £80M on further investment properties, which will be financed by PWLB borrowing.

2.3 East Hampshire District Council Corporate Strategy and Other Council Strategies, Plans and Policies

The Corporate Strategy forms part of the Policy and Budgetary Framework for the Council. These frameworks work together to create the strategic framework.

The Capital Strategy must both support and inform the Council's vision for the East Hants area and the strategic direction set out in the Corporate Strategy. This is to enable resources to be matched against the agreed priorities and any other supporting needs.

The Capital Strategy takes account of other Council Plans and Strategies of the Council, which have a potential impact on the use of resources by the Council. Particularly consideration is given to the following key strategies:

- The Medium Term Financial Strategy, which provides information on the proposed revenue budget and considerations that will impact on future budgets.
- The Treasury Management Strategy, Investment Strategy and Minimum Revenue Provision Strategy, which sets out the assumptions for financing requirements and interest rates and their effect on the revenue budget.
- Local Plan/Local Development Framework.
- Regeneration Strategy.
- There are also a number of strategies, which set out policy direction for other key Council priority areas.
- Service Business Plans will be used to inform the budget setting process and identify key strategic and operational objectives and the resources required to deliver those.

3.0 Capital Expenditure

3.1 Capital Investment Priorities

The Capital Strategy needs to ensure that any capital investment decisions are both affordable and achieve the priorities as set out in the East Hants Corporate Strategy; any such investment in assets is likely to have implications on the revenue budget.

The Capital Strategy must therefore recognise the implications of capital investment decisions and ensure that they are in line with Council priorities and financing requirements are robustly evaluated and understood.

Whilst the capital programme includes provision for investment in commercial properties, other capital investment opportunities may present themselves over the lifetime of the MTFs, and each will be subject to further business cases on investment opportunities and the benefits that could be made from those investments.

All business cases will be subject to the usual due diligence to ensure that they afford the best value for money for the Council, align with its core priorities and do not expose the Council to unnecessary risk that could put future delivery of services in jeopardy.

3.2 Capital Expenditure Forecasts

The Council's forecasts for the period 2020/21 to 2024/25 are shown below. Note that this does not include new capital bids for 2020/21 onwards which are still subject to approval.

	YTD	5 YEAR CAPITAL PROGRAMME				
East Hants District Council Capital Programme Summary Project	2019/20 Revised Forecast £'000	2020/21 £'000	2021/22 £'000	2022/23 £'000	2023/24 £'000	2024/25 £'000
Housing						
Disabled Facilities Grants	1,381	1,381	1,381	1,381	1,381	1,381
Operational Land and Buildings						
Leisure centre replacement (Alton)	5,743	4,583	-	-	-	-
Leisure centre refurbishment (Taro)	-	355	-	-	-	-
Leisure centre replacement (W&B)	2,170	5,438	-	-	-	-
Commercial Activity Property Investment						
Investment Property (Investment Strategy refers)	31,189	78,811	-	-	-	-
Property Development OSU Site	-	-	-	-	-	-
IT Equipment						
Replacement of Noise Monitoring Equipment	10	-	-	-	-	-
Processing and Management System	-	204	-	-	-	-
Asset Maintenance Management System	-	35	-	-	-	-
Building Control - Software	7	27	-	-	-	-
CS Waste Telephony	61	-	-	-	-	-
Vehicles and Equipment						
Environmental Health Vehicle	-	30	-	-	-	-
Other Capital Expenditure						
Merchistoun Hall Redevelopment	-	-	-	-	-	-
CIL	-	tbc	-	-	-	-
Other s106 funded schemes	10	-	-	-	-	-
Grand Totals	40,571	90,864	1,381	1,381	1,381	1,381

3.3 **Current Resource Forecasts**

The Council's capital programme will be financed (or paid for) through a variety of sources and the Chief Finance Officer will make recommendations on the most effective way of financing the Capital Programme to optimise the overall use of resources. The table below shows the proposed capital financing at this time.

East Hants District Council Capital Programme Summary Project	2019/20 Revised Forecast £'000	2020/21 £'000	2021/22 £'000	2022/23 £'000	2023/24 £'000	2024/25 £'000
Projected Capital Financing						
REFCUS (Revenue funded as Capital under Statute)	1,381	1,381	1,381	1,381	1,381	1,381
External Grants & Contributions			-	-	-	-
Use of Specific Reserves	88	296	-	-	-	-
Use of Capital Receipts	-		-	-	-	-
Borrowing Requirement	39,102	89,187	-	-	-	-
Revenue Funding	-	-	-	-	-	-
Total Projected Funding	40,571	90,864	1,381	1,381	1,381	1,381

3.3.1 **Capital Grants**

The Council receives one primary capital grant from central government to support its role in providing Disabled Facilities Grants; for 2020/21 the Council has been allocated £1.381m. There have been changes to the way the grant

is now distributed with the funding being provided to the County Council as the Better Care provider who then allocate funding to the District Councils. Future year's allocations may therefore be subject to change as part of this change in procedure.

3.3.2 Revenue Contributions and Reserves

The capital programme can also be financed through the use of reserves (both capital and revenue) although revenue contributions will have an overall effect on the General Fund revenue budget

3.3.3 Capital Receipts

Capital Receipts arise principally from the sale of Council capital assets.

The sales of assets are utilised to support the Capital Programme in the Capital Strategy. The Usable Capital receipts reserve contained a balance of £9.134M as at 31 March 2019.

3.3.4 Borrowing Requirement

The borrowing requirement was updated in 2018/19 to reflect the potential financing needs to support the Regeneration Strategy. However, as previously mentioned, progression of the individual projects will be subject to approval of business cases.

4.0 Treasury Management Strategy

4.1 The Capital Strategy is an accompaniment to the Treasury Management Strategy. The latter sets out the required Prudential Indicators for Treasury Management and Capital Expenditure, and includes a Policy statement on for the Minimum Revenue Provision (MRP) for borrowing.

5.0 Commercial Activity

5.1 The Council approved a Commercial Property Investment Strategy in May 2018. The aim of the Strategy is to provide a robust and viable framework for the acquisition of commercial property investments which can be followed as the Council strives to create a balanced Commercial Property Investment Portfolio, from which to derive a long term, sustainable revenue stream.

5.2 The target investment is to build a balanced portfolio with a capital value of up to £200M which will be financed through prudential borrowing in accordance with the MTFS.

5.3 The Key Objectives of the Strategy are:

- To invest in commercial property to generate a sustainable and predictable income return to contribute to the cost of delivering public services in East Hampshire.
- To build a balanced Commercial Property Investment portfolio.
- To acquire standing commercial property investments that

generate an immediate income, through being let on commercial terms, or, from properties which are contracted to be let.

- To provide an income yield (return) with a clear margin over the cost of capital.
- To achieve an even balance of risk and return through portfolio diversification.
- To acquire a suitable grade of properties which possess the characteristics required to retain liquidity and preserve capital (not withstanding market movement)

5.4 The Core Principles of the Strategy are:

- Investments are to be made only in direct commercial real estate.
- Properties are to be located within District and across England and Wales.
- Investments are to be freehold or long leasehold where a peppercorn (or very low) ground rent is payable.
- Covenant strengths of tenants are to be of a sufficient strength that on balance the property has an institutionally acceptable grade of income.
- The target yield of the portfolio is to achieve a running yield of 6%+ once fully invested.
- No investment in speculative development.
- No investment in areas classed as being within flood zone 3 or with a high land contamination risk.

A copy of the Commercial Property Investment Strategy can be found on the Council's website.

5.5 The Council is also currently developing a Regeneration Strategy. It acknowledges the fact that the Council will need to be more interventionist and de-risk schemes for developers or develop directly if it wants to ensure delivery. This can be achieved by coming forward with detailed schemes that have been through viability and feasibility appraisals and tackling issues such as land assembly etc. It will be up to the Council to identify opportunities through this new Strategy and bring forward schemes to a point where the market is comfortable to take over.

5.6 This investment requirements associated with the Regeneration Strategy will be different to those of the Commercial Property Investment Strategy as it will be seeking different outcomes.

6.0 Knowledge and Skills

6.1 The Council utilises the knowledge and skills of its internal officers when considering capital investment decisions and where necessary it also relies on the expert knowledge of specialist external advisors.

6.2 The Council employs professionally qualified legal, finance and property officers who are able to offer advice and guidance when considering any capital investment decisions.

6.3 **Finance**

The Section 151 Officer and Interim Head of Finance are professionally qualified to advise the Council on all financial aspects of capital decisions. They also have the numerous years of experience of how Councils work, and also undertake Continuous Professional Development. In addition, they maintain knowledge and skills through regular technical updates from appropriate bodies. Capita Local Government Business Services are contracted to provide a full range of financial services to the Council including treasury management services, financial management and technical accounting support and advice.

6.4 **Property**

The Council's in-house property team is made up of a number of Chartered Surveyors who advise the Council on all property matters. They are all members of the Royal Institution of Chartered Surveyors (RICS) and comply with the RICS's rules in relation to Continuing Professional Development. The Property Services Manager is also an RICS Registered Valuer.

6.5 **Legal**

Legal Staff are professionally qualified as either solicitors or legal executives and are regulated by their respective professional bodies (Solicitors Regulation Body/Institute of Legal Executives). The staff undertake Continuing Professional Development and their rules of conduct require that they have an appropriate level of skill and expertise to deal with the particular matter with which they are dealing. All staff are aware of the operational structure of the Council. They maintain knowledge and skills through regular technical updates from appropriate bodies. The Council will also use external specialist legal advice on more complex transactions as and when required.

6.6 **External Advice**

The Council uses external advisors where necessary in order to complement the knowledge its own officers hold. Some of these advisors are contracted on long term contracts or are appointed on an ad-hoc basis when necessary.

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Fees include VAT where applicable

Service	Charge item	19/20 price	20/21 price
Cemeteries	EAST HAMPSHIRE RESIDENT - Burial - Purchase of exclusive right of burial deed	£2,170.00	£2,220.00
Cemeteries	EAST HAMPSHIRE RESIDENT - Reopen an existing grave for a further burial (where you own the exclusive right of burial)	£975.00	£1,000.00
Cemeteries	EAST HAMPSHIRE RESIDENT - Ashes interment - Purchase of exclusive right of burial deed	£730.00	£755.00
Cemeteries	EAST HAMPSHIRE RESIDENT - Reopen an existing ashes plot for a further burial (where you own the exclusive right of burial)	£320.00	£320.00
Cemeteries	EAST HAMPSHIRE RESIDENT - Burial - Purchase of exclusive right of burial deed for a child whose age at the time of death was between 1-18 years	£475.00	£475.00
Cemeteries	EAST HAMPSHIRE RESIDENT - Purchase of exclusive right of burial deed for a stillborn baby or a baby less than 12 months old	£0.00	£0.00
Cemeteries	EAST HAMPSHIRE RESIDENT - Pre-purchase supplement for personal choice of plot	£205.00	£205.00
Cemeteries	EAST HAMPSHIRE RESIDENT - Pre-purchase of 30 years exclusive right of burial for a burial plot	£1,195.00	£1,220.00
Cemeteries	EAST HAMPSHIRE RESIDENT - Pre-purchase of 30 years exclusive right of burial for a cremation plot	£410.00	£435.00
Cemeteries	EAST HAMPSHIRE RESIDENT - Renewal of exclusive right of burial for additional 5 years - Burial and cremation	£100.00	£100.00
Cemeteries	EAST HAMPSHIRE RESIDENT - Transfer of exclusive right of burial	£60.00	£60.00
Cemeteries	NON-RESIDENT - Burial - Purchase of exclusive right of burial deed	£2,425.00	£3,900.00
Cemeteries	NON-RESIDENT - Reopen an existing grave for a further burial (where you own the exclusive right of burial)	£975.00	£1,000.00
Cemeteries	NON-RESIDENT - Ashes interment - Purchase of exclusive right of burial deed	£915.00	£940.00
Cemeteries	NON-RESIDENT - Reopen an existing ashes plot for a further burial (where you own the exclusive right of burial)	£320.00	£320.00
Cemeteries	NON-RESIDENT - Purchase of exclusive right of burial deed for a child whose age at the time of death was between 1-18 years	£475.00	£475.00
Cemeteries	NON-RESIDENT - Purchase of exclusive right of burial deed for a stillborn baby or a baby less than 12 months old	£0.00	£0.00
Cemeteries	NON-RESIDENT - Pre-purchase supplement for personal choice of plot	£205.00	£205.00
Cemeteries	NON-RESIDENT - Pre-purchase of 30 years exclusive right of burial for a burial plot	£1,450.00	£2,900.00
Cemeteries	NON-RESIDENT - Pre-purchase of 30 years exclusive right of burial for a cremation plot	£595.00	£620.00

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Cemeteries	NON-RESIDENT - Renewal of exclusive right of burial for additional 5 years - Burial and Cremation	£100.00	£100.00
Cemeteries	NON-RESIDENT - Transfer of exclusive right of burial	£60.00	£60.00
Cemeteries	MISCELLANEOUS - Additional charge for interment outside normal hours (full grave space)	£495.00	£495.00
Cemeteries	MISCELLANEOUS - Additional charge for interment outside normal hours (ashes)	£295.00	£295.00
Cemeteries	MISCELLANEOUS - Use of Petersfield Cemetery Chapel	£125.00	£125.00
Cemeteries	MISCELLANEOUS - Right to erect a memorial for 10 years (including right for replacement memorial for 10 years)	£135.00	£150.00
Cemeteries	MISCELLANEOUS - Cremation tablet (including right for replacement tablet)	£120.00	£150.00
Cemeteries	MISCELLANEOUS - Additional inscription on a memorial or tablet (for each name)	£65.00	£65.00
Cemeteries	MISCELLANEOUS - Erection of a memorial bench (excluding supply of bench)	£560.00	£750.00
Cemeteries	MISCELLANEOUS - Right to plant a memorial tree (excluding supply of tree)	£460.00	£460.00
Cemeteries	MISCELLANEOUS - Family tree research	£47.00	£47.00
Cemeteries	MISCELLANEOUS - Administrative fee for families arranging interment of ashes	£60.00	£60.00
Pest Control	Call out fee (per pest type)	£20.50	£21.00
Pest Control	WASPS/HORNETS - Single nest - residential charge (per visit)	£43.65	£45.00
Pest Control	WASPS/HORNETS - Per additional nest - residential charge (per visit)	£18.50	£19.00
Pest Control	WASPS/HORNETS - Single nest - residential charge for qualifying benefits (per visit)	£15.25	£16.00
Pest Control	WASPS/HORNETS - Per additional nest - residential charge for qualifying benefits (per visit)	£10.15	£11.00
Pest Control	RATS - Residential charge	£43.65	£45.00
Pest Control	RATS - Residential charge for qualifying benefits	£0.00	£0.00
Pest Control	RATS - Non-residential charge - hourly rate including materials	£86.00	£88.00
Pest Control	MICE - Residential charge	£43.65	£45.00
Pest Control	MICE - Residential charge for qualifying benefits	£0.00	£0.00
Pest Control	MICE - Non-residential charge - hourly rate including materials	£86.00	£88.00
Pest Control	BED BUGS - Residential charge - survey and detection up to 2 visits	£203.00	£208.00
Pest Control	BED BUGS - Residential charge for qualifying benefits	£10.15	£11.00
Pest Control	BED BUGS - Non-residential charge - hourly rate including materials	£86.00	£88.00
Pest Control	FLEAS - Residential charge (up to 3 bedrooms)	£64.00	£66.00
Pest Control	FLEAS - Residential charge (up to 3 bedrooms)	£94.50	£97.00
Pest Control	FLEAS - Residential charge for qualifying benefits	£15.25	£16.00

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Pest Control	FLEAS - Non-residential charge - hourly rate including materials	£86.00	£88.00
Pest Control	COCKROACHES - Residential charge - per treatment	£94.50	£97.00
Pest Control	COCKROACHES - Residential charge for qualifying benefits - per treatment	£15.25	£16.00
Pest Control	COCKROACHES - Non-residential charge - hourly rate including materials	£86.00	£88.00
Pest Control	OTHER INSECT PESTS - Residential charge (up to 3 bedrooms)	£64.00	£66.00
Pest Control	OTHER INSECT PESTS - Residential charge (up to 3 bedrooms)	£94.50	£97.00
Pest Control	OTHER INSECT PESTS - Non-residential charge - hourly rate including materials	£86.00	£88.00
Pest Control	MOLES - per treatment	£152.25	£156.00
Pest Control	MOLES - additional treatment	£64.00	£66.00
Pest Control	GREY SQUIRRELS - per treatment	£64.00	£66.00
Pest Control	OTHER PESTS	Variable	Variable
Animal Welfare Licensing	Zoo applications (charged at hourly rate, includes interim and full inspections and work undertaken to reinspection, does not include vet inspections which will be recharged separately at cost price)	Variable	Variable
Animal Welfare Licensing	Animal boarding (dogs or cats) - application fee	£185.00	£191.00
Animal Welfare Licensing	Animal boarding (dogs or cats) - compliance fee	£48.00	£58.00
Animal Welfare Licensing	Home boarding or daycare for dogs - application fee	£188.00	£194.00
Animal Welfare Licensing	Home boarding or daycare for dogs - compliance fee	£55.00	£65.00
Animal Welfare Licensing	Commercial dog daycare - application fee	£185.00	£191.00
Animal Welfare Licensing	Commercial dog daycare - compliance fee	£55.00	£65.00
Animal Welfare Licensing	Dog breeding - application fee (does not include vet inspections which will be recharged separately at cost price)	£202.00	£210.00
Animal Welfare Licensing	Dog breeding - compliance fee	£55.00	£65.00
Animal Welfare Licensing	Horse riding establishment (1-9 horses) - application fee (does not include vet inspections which will be recharged separately at cost price)	£257.00	£300.00
Animal Welfare Licensing	Horse riding establishment (1-9 horses) - compliance fee	£55.00	£65.00
Animal Welfare Licensing	Horse riding establishment (10-19 horses) - application fee (does not include vet inspections which will be recharged separately at cost price)	£310.00	£320.00
Animal Welfare Licensing	Horse riding establishment (10-19 horses) - compliance fee	£55.00	£65.00
Animal Welfare Licensing	Horse riding establishment (20+ horses) - application fee (does not include vet inspections which will be recharged separately at cost price)	£370.00	£381.00
Animal Welfare Licensing	Horse riding establishment (20+ horses) - compliance fee	£55.00	£65.00

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Animal Welfare Licensing	Performing and exhibiting animals - application fee	£256.00	£256.00
Animal Welfare Licensing	Pet shop - application fee	£201.00	£208.00
Animal Welfare Licensing	Pet shop - compliance fee	£55.00	£65.00
Animal Welfare Licensing	Dangerous Wild Animal Act - application for 2 year licence (does not include vet inspections which will be recharged separately at cost price)	£160.00	£190.00
Animal Welfare Licensing	Request for re-rating	£100.00	£100.00
Animal Welfare Licensing	Licence variation - £30 minimum + £25 per hour for additional work as agreed	Variable	Variable
Animal Welfare Licensing	Appeal cost associated with unsuccessful appeal	£89.00	£89.00
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Stray Dogs	Out of hours charge for the acceptance of stray dog	£11.00	£11.00
Stray Dogs	Handling charge for the acceptance of stray dog	£25.00	£25.00
Stray Dogs	Kennels (dog taken in but not kept overnight)	£23.50	£24.00
Stray Dogs	Kennels (up to 2 days)	£47.00	£48.00
Stray Dogs	Kennels (up to 3 days)	£70.50	£72.00
Stray Dogs	Kennels (up to 4 days)	£94.00	£96.00
Stray Dogs	Kennels (up to 5 days)	£117.50	£120.00
Stray Dogs	Kennels (up to 6 days)	£141.00	£142.00
Stray Dogs	Kennels (up to 7 days)	£164.50	£166.00
Stray Dogs	Kennels (up to 8 days)	£188.00	£192.00
Stray Dogs	Emergency medical treatments for dogs in care of the Council (recovery of costs)	Variable	Variable
Stray Dogs	Call out fee for the support of bailiffs - per visit, per officer	£47.50	£47.50
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Environmental Protection	Private water supply - risk assessment - hourly rate	£60.00	£60.00
Environmental Protection	Private water supply - sampling visit - hourly rate	£60.00	£60.00
Environmental Protection	Private water supply - investigation under Regulation 15 of the Private Water Supplies (England) Regulations 2016 - hourly rate	£60.00	£60.00
Environmental Protection	Private water supply - granting an authorisation - hourly rate	£60.00	£60.00
Environmental Protection	Private water supply - analysis of a sample under Regulation 10 of the Private Water Supplies Regulations 2016	Recovery of laboratory costs	Recovery of laboratory costs

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		Recovery of laboratory costs	Recovery of laboratory costs
Environmental Protection	Private water supply - analysis of a sample taken during check monitoring		
Environmental Protection	Private water supply - analysis of a sample taken during audit monitoring		
Environmental Protection	Contaminated land enquiries - hourly rate	£45.00	£45.00
Environmental Protection	Environmental enquiry on domestic property	£60.00	£60.00
Environmental Protection	Environmental enquiry on non-domestic property	£60.00	£60.00
Environmental Protection	Pre-application planning service for contaminated land - desk advice	£125.00	£125.00
Environmental Protection	Environmental information request (per hour)	£25.00	£25.00
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Food Safety	Export certificate - new business request		£139.00
Food Safety	Export certificate - repeat request (minimum three days' notice)		£81.00
Food Safety	Export certificate - repeat request (additional charge for less than three days' notice)		£40.00
Food Safety	Export certificate - charge for additional site visits		£89.00
Food Safety	Reinspections under NFHRS		£180.00
Food Safety	Surrender of unsound food - each	£25.00	£26.00
Food Safety	Safer Food Better Business - book		£11.00
Food Safety	Safer Food Better Business - diary pack		£5.00
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Taxi Licensing	PH operator - new/renewal - 1 year	£130.00	£130.00
Taxi Licensing	PH operator - new/renewal - 5 years	£352.00	£352.00
Taxi Licensing	PH/HC vehicle - new vehicle	£160.00	£160.00
Taxi Licensing	PH/HC vehicle - renewal - annual fee	£146.00	£146.00
Taxi Licensing	Transfer of licence type (e.g. private hire to hackney carriage)	£65.00	£65.00
Taxi Licensing	Dual driver - new licence - 1 year	£127.00	£127.00
Taxi Licensing	Dual driver - renewal - 1 year	£73.00	£73.00
Taxi Licensing	Dual driver - new licence - 3 years	£229.00	£229.00
Taxi Licensing	Dual driver - renewal - 3 years	£165.00	£165.00
Taxi Licensing	Knowledge test	£35.00	£35.00
Taxi Licensing	Copy of licence	£0.00	£0.00

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Taxi Licensing	Transfer of plate to new vehicle	£65.00	£65.00
Taxi Licensing	Transfer of licence holder	£40.00	£40.00
Taxi Licensing	Temporary plate	£73.00	£73.00
Taxi Licensing	Replacement vehicle licence	£40.00	£40.00
Taxi Licensing	Change of registration	£40.00	£40.00
Taxi Licensing	Replacement drivers licence	£24.00	£24.00
Taxi Licensing	Disclosure and Barring Service - Enhanced Disclosure	£44.00	£44.00
Taxi Licensing	Disclosure and Barring Service - Replacement Vehicle Standard Check	£26.00	£26.00
Taxi Licensing	DVLA Licence Mandate	£5.80	£5.80
Taxi Licensing	Plate fixings - brackets	£17.80	£17.80
Taxi Licensing	Plate fixings - adhesive pads	£13.20	£13.20
Taxi Licensing	Plate fixings	£21.60	£21.60
Taxi Licensing	Private hire vehicle exemption certificates	£52.00	£52.00
Taxi Licensing	First aid kit	£26.50	£26.50
Taxi Licensing	Fire extinguisher	£36.00	£36.00
Licensing Act	Premises and club premises fees - main fees - https://www.gov.uk/government/publications/alcohol-licensing-fee-levels/main-fee-levels	Listed on gov.uk	Listed on gov.uk
Licensing Act	Additional fees - https://www.gov.uk/government/publications/alcohol-licensing-fee-levels/additional-and-other-fees	Listed on gov.uk	Listed on gov.uk
Other Licensing	Acupuncture, tattooing, ear piercing and electrolysis - premises	£125.00	£125.00
Other Licensing	Acupuncture, tattooing, ear piercing and electrolysis - operator	£50.00	£50.00
Other Licensing	Acupuncture, tattooing, ear piercing and electrolysis - administration fee	£20.30	£20.30
Other Licensing	Factual statement for civil proceedings - hourly rate	Variable	Variable
Other Licensing	Tables and chairs on the highway - licence	£163.00	£163.00
Other Licensing	Tables and chairs on the highway - variation	£50.00	£50.00
Other Licensing	Tables and chairs on the highway - renewal	£83.00	£83.00
Other Licensing	Gambling premises licence fees - http://www.legislation.gov.uk/ukxi/2007/479/schedule/made	Listed on gov.uk	Listed on gov.uk
Other Licensing	Premises Licence - Conversion	£300.00	£300.00
Other Licensing	Notification of 2 or fewer gaming machines	£50.00	£50.00

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Other Licensing	Permit - made by an existing operator	£100.00	£100.00
Other Licensing	Gaming machine permit	£150.00	£150.00
Other Licensing	Variation of a gaming machine permit	£100.00	£100.00
Other Licensing	Transfer of a gaming machine permit	£25.00	£25.00
Other Licensing	Gaming machine permit - annual fee	£50.00	£50.00
Other Licensing	Change of name on gaming machine permit	£25.00	£25.00
Other Licensing	Club gaming & gaming machine permits	£200.00	£200.00
Other Licensing	Permit - made by an existing operator	£100.00	£100.00
Other Licensing	Annual fee	£50.00	£50.00
Other Licensing	Renewal club gaming permit	£200.00	£200.00
Other Licensing	Renewal club gaming permit - made by an existing holder	£100.00	£100.00
Other Licensing	Prize gaming permit	£300.00	£300.00
Other Licensing	Prize gaming permit - made by an existing operator	£100.00	£100.00
Other Licensing	Renewal of prize gaming permit	£300.00	£300.00
Other Licensing	Change of name on gaming machine permit	£25.00	£25.00
Other Licensing	Copy of prize gaming permit	£15.00	£15.00
Other Licensing	Small society lottery - Registration	£40.00	£40.00
Other Licensing	Small society lottery - Annual Renewal	£20.00	£20.00
Other Licensing	Temporary use notices	£500.00	£500.00
Other Licensing	Sex - establishment - Licence	£257.10	£257.10
Other Licensing	Sex - establishment - Licence renewal	£209.00	£209.00
Other Licensing	Street Trading Licence - Annual	£235.00	£235.00
Other Licensing	Scrap metal - Site Licence	£295.00	£295.00
Other Licensing	Scrap metal - Collectors Licence	£75.00	£75.00
Other Licensing	Scrap metal - Variation Collectors to Site Licence	£255.00	£255.00
Other Licensing	Scrap metal - Other Variation	£35.00	£35.00
Engineering Contracts	Private drain clearance (working hours 8:30-16:30) - hourly rate	£94.00	£96.00
Engineering Contracts	Private drain clearance (out of hours - Sunday/bank holidays, min. 2 hour charge) - hourly rate	£141.00	£144.00
Engineering Contracts	Drain jetting - hourly rate	£95.00	£97.00
Engineering Contracts	CCTV - hourly rate	£98.00	£100.00

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Engineering Contracts	Report on drains - minimum charge, total dependant on requirements - per report	£52.00	£54.00
Engineering Contracts	Sewer map extracts - per copy	£13.50	£14.00
Engineering Contracts	Chewing gum / graffiti removal - hourly rate (cost of materials not included)	£77.00	£79.00
Engineering Contracts	Chewing gum / graffiti removal - cost of materials	Variable	Variable
Private Sector Housing	HMO Licence (5 or less occupants) - 5 year licence	£600.00	£600.00
Private Sector Housing	HMO Licence (6 to 10 occupants) - 5 year licence	£710.00	£710.00
Private Sector Housing	HMO Licence (11 to 15 occupants) - 5 year licence	£820.00	£820.00
Private Sector Housing	HMO Licence (16 to 20 occupants) - 5 year licence	£930.00	£930.00
Private Sector Housing	HMO Licence (20+ occupants) - 5 year licence	£1,040.00	£1,040.00
Democratic Services	Copying price - per A3 or A4 page	£0.10	£1.00
Democratic Services	Copying price - per A0 or A2 page	£0.10	£1.00
Information Governance	FOI/EIR Information Requests - requests above the appropriate limit (more than 18 hours) may be charged at the hourly rate of £25		£25.00
Electoral Services	Basic electoral register full paper - per 1000 electors (plus admin fee of £10)	£5.00	£5.00
Electoral Services	Basic electoral register full data - per 1000 electors (plus admin fee of £20)	£1.50	£1.50
Electoral Services	Basic electoral register edited paper - per 1000 electors (plus admin fee of £10)	£5.00	£5.00
Electoral Services	Basic electoral register edited data - per 1000 electors (plus admin fee of £20)	£1.50	£1.50
Electoral Services	Marked electoral register - data - per 1000 electors (plus admin fee of £10)	£1.00	£1.00
Electoral Services	Marked electoral register - paper - per 1000 electors (plus admin fee of £10)	£2.00	£2.00
Electoral Services	Electoral register - monthly updates	£40.00	£40.00
Electoral Services	Certificate of residency - by email	£5.10	£6.00
Electoral Services	Certificate of residency - by post	£10.15	£11.00
Economic Development	Market - regular trader - 10ft x 10ft pitch	£27.00	£28.00
Economic Development	Market - casual trader - 10ft x 10ft pitch	£34.60	£36.00
Enforcement - Abandoned Vehicles	Disposal costs charged to last registered keeper - charged by Hampshire CC - per vehicle	Variable	Variable

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Enforcement - Abandoned Vehicles	Fine for abandonment of vehicle - vehicle on road, not upright and/or substantially damaged	£200.00	£200.00
Enforcement - Abandoned Vehicles	Removals charged to last registered keeper - per vehicle - http://www.legislation.gov.uk/uksi/2008/2095/regulation/4/made	Listed on gov.uk	Listed on gov.uk
Enforcement - Abandoned Vehicles	Storage charged to last registered keeper - per 24 hours or part - http://www.legislation.gov.uk/uksi/2008/2095/regulation/4/made	Listed on gov.uk	Listed on gov.uk
Enforcement - Abandoned Vehicles	Removals charged to last registered keeper - vehicle <= 3.5 tonnes Maximum Authorised Mass - Vehicle on road, upright and not substantially damaged or any two wheeled vehicle whatever its condition or position on or off the road	£150.00	£150.00
Enforcement - Abandoned Vehicles	Removals charged to last registered keeper - vehicle <= 3.5 tonnes Maximum Authorised Mass - Vehicle, excluding a two wheeled vehicle, on road but either not upright or substantially damaged or both	£250.00	£250.00
Enforcement - Abandoned Vehicles	Removals charged to last registered keeper - vehicle <= 3.5 tonnes Maximum Authorised Mass - Vehicle, excluding a two wheeled vehicle, off road, upright and not substantially damaged	£200.00	£200.00
Enforcement - Abandoned Vehicles	Removals charged to last registered keeper - vehicle <= 3.5 tonnes Maximum Authorised Mass - Vehicle, excluding a two wheeled vehicle, off road but either not upright or substantially damaged or both	£300.00	£300.00
Enforcement - Abandoned Vehicles	Removals charged to last registered keeper - vehicle >3.5 tonnes Maximum Authorised Mass (MAM) <= 7.5 tonnes MAM - Vehicle on road, upright and not substantially damaged or any two wheeled vehicle whatever its condition or position on or off the road	£200.00	£200.00
Enforcement - Abandoned Vehicles	Removals charged to last registered keeper - vehicle >3.5 tonnes Maximum Authorised Mass (MAM) <= 7.5 tonnes MAM - Vehicle, excluding a two wheeled vehicle, on road but either not upright or substantially damaged or both	£650.00	£650.00
Enforcement - Abandoned Vehicles	Removals charged to last registered keeper - vehicle >3.5 tonnes Maximum Authorised Mass (MAM) <= 7.5 tonnes MAM - Vehicle, excluding a two wheeled vehicle, off road, upright and not substantially damaged	£400.00	£400.00
Enforcement - Abandoned Vehicles	Removals charged to last registered keeper - vehicle >3.5 tonnes Maximum Authorised Mass (MAM) <= 7.5 tonnes MAM - Vehicle, excluding a two wheeled vehicle, off road but either not upright or substantially damaged or both	£850.00	£850.00
Enforcement - Abandoned Vehicles	Removals charged to last registered keeper - vehicle >7.5 tonnes Maximum Authorised Mass (MAM) <18 tonnes MAM - Vehicle on road, upright and not substantially damaged or any two wheeled vehicle whatever its condition or position on or off the road	£350.00	£350.00

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Enforcement - Abandoned Vehicles	Removals charged to last registered keeper - vehicle >7.5 tonnes Maximum Authorised Mass (MAM) <18 tonnes MAM - Vehicle, excluding a two wheeled vehicle, on road but either not upright or substantially damaged or both - UNLADEN	£2,000.00	£2,000.00
Enforcement - Abandoned Vehicles	Removals charged to last registered keeper - vehicle >7.5 tonnes Maximum Authorised Mass (MAM) <18 tonnes MAM - Vehicle, excluding a two wheeled vehicle, on road but either not upright or substantially damaged or both - LADEN	£3,000.00	£3,000.00
Enforcement - Abandoned Vehicles	Removals charged to last registered keeper - vehicle >7.5 tonnes Maximum Authorised Mass (MAM) <18 tonnes MAM - Vehicle, excluding a two wheeled vehicle, off road, upright and not substantially damaged - UNLADEN	£1,000.00	£1,000.00
Enforcement - Abandoned Vehicles	Removals charged to last registered keeper - vehicle >7.5 tonnes Maximum Authorised Mass (MAM) <18 tonnes MAM - Vehicle, excluding a two wheeled vehicle, off road, upright and not substantially damaged - LADEN	£1,500.00	£1,500.00
Enforcement - Abandoned Vehicles	Removals charged to last registered keeper - vehicle >7.5 tonnes Maximum Authorised Mass (MAM) <18 tonnes MAM - Vehicle, excluding a two wheeled vehicle, off road but either not upright or substantially damaged or both - UNLADEN	£3,000.00	£3,000.00
Enforcement - Abandoned Vehicles	Removals charged to last registered keeper - vehicle >7.5 tonnes Maximum Authorised Mass (MAM) <18 tonnes MAM - Vehicle, excluding a two wheeled vehicle, off road but either not upright or substantially damaged or both - LADEN	£4,500.00	£4,500.00
Enforcement - Abandoned Vehicles	Removals charged to last registered keeper - vehicle >18 tonnes Maximum Authorised Mass (MAM) - Vehicle on road, upright and not substantially damaged or any two wheeled vehicle whatever its condition or position on or off the road	£350.00	£350.00
Enforcement - Abandoned Vehicles	Removals charged to last registered keeper - vehicle >18 tonnes Maximum Authorised Mass (MAM) - Vehicle, excluding a two wheeled vehicle, on road but either not upright or substantially damaged or both - UNLADEN	£3,000.00	£3,000.00
Enforcement - Abandoned Vehicles	Removals charged to last registered keeper - vehicle >18 tonnes Maximum Authorised Mass (MAM) - Vehicle, excluding a two wheeled vehicle, on road but either not upright or substantially damaged or both - LADEN	£4,500.00	£4,500.00
Enforcement - Abandoned Vehicles	Removals charged to last registered keeper - vehicle >18 tonnes Maximum Authorised Mass (MAM) - Vehicle, excluding a two wheeled vehicle, off road, upright and not substantially damaged - UNLADEN	£1,500.00	£1,500.00
Enforcement - Abandoned Vehicles	Removals charged to last registered keeper - vehicle >18 tonnes Maximum Authorised Mass (MAM) - Vehicle, excluding a two wheeled vehicle, off road, upright and not substantially damaged - LADEN	£2,000.00	£2,000.00

Appendix I - EHDC Fees and Charges 2020-21

Enforcement - Abandoned Vehicles	Removals charged to last registered keeper - vehicle >18 tonnes Maximum Authorised Mass (MAM) - Vehicle, excluding a two wheeled vehicle, off road but either not upright or substantially damaged or both - UNLADEN	£4,500.00	£4,500.00
Enforcement - Abandoned Vehicles	Removals charged to last registered keeper - vehicle >18 tonnes Maximum Authorised Mass (MAM) - Vehicle, excluding a two wheeled vehicle, off road but either not upright or substantially damaged or both - LADEN	£6,000.00	£6,000.00
Enforcement - Abandoned Vehicles	Charge for storage of vehicle - 2 wheeled - Per 24 hours or part	£10.00	£10.00
Enforcement - Abandoned Vehicles	Charge for storage of vehicle - <=3.5 Tonne MAM - Per 24 hours or part	£20.00	£20.00
Enforcement - Abandoned Vehicles	Charge for storage of vehicle - >3.5 <= 7.5 Tonne MAM - Per 24 hours or part	£25.00	£25.00
Enforcement - Abandoned Vehicles	Charge for storage of vehicle - >7.5 <= 18 Tonne MAM - Per 24 hours or part	£30.00	£30.00
Enforcement - Abandoned Vehicles	Charge for storage of vehicle - > 18 Tonne MAM - Per 24 hours or part	£35.00	£35.00
Building Control	All work charged at hourly rate of £56.32 plus VAT	£67.58	£69.00
Arboriculture	Pre-application charge - hourly rate	£90.00	£92.00
Arboriculture	External arboricultural consultancy - hourly rate	£60.00	£62.00
Enforcement - Littering and Flytipping	Littering fine - per event	£80.00	£80.00
Enforcement - Littering and Flytipping	Breach of Public Space Protection Order - dog fouling		£100.00
Enforcement - Littering and Flytipping	Flytipping fine - per event	Variable	Variable
Street Furniture	Supply and installation of street name plates in new developments	Variable	Variable
Street Furniture	Damage to street furniture	Variable	Variable
Refuse and Recycling	One free collection of up to 4 items per year (for residents in receipt of council tax or housing benefits)	£0.00	£0.00

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Refuse and Recycling	Special collection by volume - up to 1 cubic metre (e.g. 4 chairs, chest of drawers, wardrobe, boiler, 3 seater sofa)	£39.01	£40.00
Refuse and Recycling	Collection of single item (1 chair, table, mattress, radiator, vacuum cleaner, TV, bicycle, fence panel, door, undercounter fridge/freezer, etc)	£16.72	£17.00
Refuse and Recycling	Collection of 1 large or 2-3 small items (cooker, carpet, washing machine/tumble dryer, 2 seater sofa)	£27.85	£28.00
Refuse and Recycling	Collection of tall fridge/freezer	£32.32	£33.00
Refuse and Recycling	Supply of refuse bin (240l green bin)	£29.00	£30.00
Refuse and Recycling	Supply of recycling bin (240l black bin)	£29.00	£30.00
Refuse and Recycling	Supply of garden waste bin (240l brown bin)	£29.00	£30.00
Refuse and Recycling	Garden waste collection (fortnightly) - 1 bin - annual fee	£68.00	£70.00
Refuse and Recycling	Garden waste collection (fortnightly) - 1 sack - annual fee (available to existing customers only)	£45.00	£47.00
Refuse and Recycling	Replacement garden waste sack	£5.00	£6.00
Land Charges	LLC1	£37.50	£40.00
Land Charges	Con29	£126.00	£150.00
Land Charges	LLC1 for additional parcel of land	£5.00	£5.00
Land Charges	Con29 for additional parcel of land	£18.00	£20.00
Land Charges	Con29 optional questions 4, 21, 22	£18.00	£40.00
Land Charges	Con29 optional questions	£30.00	£30.00
Land Charges	Solicitors own questions	£24.00	£24.00
Land Charges	Planning 1.1 a-e	£18.00	£18.00
Land Charges	Building Regulations 1.1 f-i	£6.00	£6.00
Land Charges	Planning Designations and proposals 1.2	£6.00	£6.00
Land Charges	Land required for public purposes 3.1	£6.00	£6.00
Land Charges	Outstanding notices 3.7 a-d	£12.00	£12.00
Land Charges	Contravention of building regulations 3.8	£15.00	£15.00
Land Charges	Outstanding notices 3.9 a-d	£12.00	£12.00
Land Charges	Outstanding notices 3.9 e-l	£12.00	£12.00
Land Charges	Outstanding notices 3.9 m	£6.00	£6.00
Land Charges	Outstanding notices 3.9 n	£6.00	£6.00
Land Charges	Community Infrastructure Levy (CIL) 3.10	£6.00	£6.00
Land Charges	Conservation areas 3.11 a	£6.00	£6.00

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Land Charges	Conservation areas 3.11 b	£6.00	£6.00
Land Charges	Compulsory purchase 3.12	£6.00	£6.00
Land Charges	Assets of Community Value 3.15	£6.00	£6.00
Land Charges	Property name additions/amendments - rename a road	£304.50	£311.00
Land Charges	Property name additions/amendments - rename a house	£101.50	£104.00
Land Charges	Numbering of new developments - first plot	£203.00	£208.00
Land Charges	Numbering of new developments - 2+ plots (per plot)	£40.60	£42.00
Planning Enforcement	Check whether enforcement notice complied with	£260.00	£266.00
Planning Enforcement	Check whether enforcement notice complied with, including site visit	£365.00	£373.00
Planning Enforcement	Check whether planning conditions complied/development accords with permission (first condition)	£150.00	£153.00
Planning Enforcement	Confirm whether single household permission accords with plans and conditions	£420.00	£429.00
Planning Enforcement	Formal determination that enforcement action will not be taken (normal planning fee + 15%)	Variable	Variable
Planning Enforcement	High hedges - submission of complaint	£510.00	£521.00
Planning Development	Copies of applications, correspondence - £1 for first sheet, 10p per additional sheet	Variable	Variable
Planning Development	Copies of decision notices - £1 for first sheet, 10p per additional sheet	Variable	Variable
Planning Development	Copies of appeal decisions - £1 for first sheet, 10p per additional sheet	Variable	Variable
Planning Development	Check validity of planning application - personal visitor	£40.60	£42.00
Planning Development	Pre-application advice - do I need planning permission?		£35.00
Planning Development	Pre-application advice - householder / other small scale development	£48.00	£49.00
Planning Development	Pre-application advice - change of use	£130.00	£133.00
Planning Development	Pre-application advice - self contained granny annexes at domestic properties	£130.00	£133.00
Planning Development	Pre-application advice - advertisements	£50.00	£51.00
Planning Development	Pre-application advice - minor development - 1 to 3 houses, up to 499sqm commercial, or site of up to 0.49ha	£130.00	£133.00
Planning Development	Pre-application advice - minor development - 4 to 9 houses, 500-999sqm commercial, or site of 0.5-0.99ha	£245.00	£250.00
Planning Development	Pre-application advice - major development - 10 to 49 houses, 1000-4999sqm commercial, or site of 1-2ha	£550.00	£561.00
Planning Development	Pre-application advice - major development - 50 to 100 houses, 5000-9999sqm commercial, or site of 2-4ha	£1,015.00	£1,036.00

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Planning Development	Pre-application advice - large scale major development - 101+ houses, 10,000+sqm commercial, or 4+ha - 10% of the planning application fee	Variable	Variable
Planning Development	Pre-application advice - specialist tree advice - written advice	£65.00	£67.00
Planning Development	Pre-application advice - specialist tree advice - site visit	£130.00	£133.00
Planning Development	Pre-application advice - specialist listed building / conservation area advice - written advice	£61.00	£63.00
Planning Development	Pre-application advice - specialist listed building / conservation area advice - site visit	£122.00	£125.00
Planning Development	Development Consultation Forum	£2,030.00	£2,071.00
Planning Development	Deed of Variation of S106 - administration fee (charged in addition to legal fees)		£234.00
Planning Development	Statutory planning fees - http://www.planningportal.gov.uk/uploads/english_application_fees.pdf	Listed on Planning Portal	Listed on Planning Portal
Planning Policy	Advice publications - heritage booklets	£5.10	£6.00
Planning Policy	Advice publications - heritage information leaflets	£5.10	£6.00
Planning Policy	Planning Policy publications - minimum £20	£20.00	£21.00
Planning Policy	S106 monitoring fees - per non financial head of term (up to a maximum of £10,670 per application)	£675.00	£739.00
Planning Policy	S106 monitoring fees - per financial head of term (up to a maximum of £10,670 per application) - charged at 5% of cost	Variable	Variable
Planning Policy	Planning obligations - advice to solicitors	£101.50	£104.00
Planning Policy	Planning obligations - Community Infrastructure Levy - see http://www.easthants.gov.uk/CIL-calculator	Variable	Variable
Facilities	Hire of Council Chamber - hourly rate	£39.00	£40.00
Facilities	Hire of Ante Room - hourly rate	£18.60	£19.00
Facilities	42 inch LED TV screen hire - per day or part	£172.50	£176.00
Facilities	50 inch LED TV screen hire - per day or part	£315.50	£322.00
Facilities	Audio visual - laptop with intranet link - per booking	£13.00	£14.00
Facilities	Audio visual - Epson projector - per booking	£86.20	£88.00
Facilities	Audio visual - flip charts - per booking	£8.75	£9.00
Facilities	Audio visual - portable projector screen - per booking	£11.50	£12.00
Facilities	Ecostation - Office 1	£21.35	£22.00
Facilities	Ecostation - Office 2	£25.50	£27.00
Facilities	Ecostation - Lecture Theatre	£25.50	£27.00

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Facilities	Ecostation - Exhibition Hall	£25.50	£27.00
Facilities	Ecostation - Meeting 1	£12.25	£13.00
Facilities	Ecostation - Meeting 2	£12.25	£13.00
Facilities	Ecostation - Meeting 3	£12.25	£13.00
Facilities	Ecostation - Activity Room 1	£12.25	£13.00
Facilities	Ecostation - Activity Room 2	£12.25	£13.00
Investment & Commercial Property			
Investment & Commercial Property	Variations to lease terms (including consent to sublet/assign/alterations)	Actual cost	Actual cost
Investment & Commercial Property	Deed of easements/rights of way or access	Actual cost	Actual cost
Investment & Commercial Property	Removal of a restrictive covenant	Actual cost	Actual cost
Legal Services			
Legal Services	All property transactions are charged at an hourly rate of £198 (minimum 4 hours/£792)		£198.00
Legal Services	S106 Planning Agreements - hourly rate of £198 (minimum 4 hours/£792)		£198.00
Legal Services	S106 Unilateral Undertaking - hourly rate of £198 (minimum 4 hours/£792)		£198.00
Legal Services	Deeds of Variation to S106 Planning Agreements (non-complex)		£792.00
Legal Services	Deeds of Variation to S106 Planning Agreements (complex) - hourly rate of £198 (minimum 4 hours/£792)		£198.00
Legal Services	Deeds of Revocation relating to Planning Agreements		£792.00
Legal Services	Footpath Orders - administrative and legal fees		£1,500.00
Legal Services	Footpath Orders - adverts in local newspapers		Variable
Communications			
Communications	Advertising in Partners magazine - full page outside back cover	£1,400.70	£1,410.00
Communications	Advertising in Partners magazine - full page internal		£1,290.00
Communications	Advertising in Partners magazine - half page internal	£700.35	£708.00
Communications	Advertising in Partners magazine - quarter page internal	£359.50	£360.00
Parking			
Parking	Petersfield: Central & Causeway Car Parks - Monday to Saturday 8.00am to 6.00pm - Up to 2 hours	£1.40	£1.40
Parking	Petersfield: Central & Causeway Car Parks - Monday to Saturday 8.00am to 6.00pm - Up to 3 hours	£1.90	£1.90

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Parking	Petersfield: Castle Yard/Swan St. Alton: Bank/Church St/Lady Place/Manor House/Rogers Court/Turk St. - Short Stay Car Parks Mon to Sat 8.00am to 6.00pm - Up to 1 hour	£0.60	£0.60
Parking	Petersfield: Castle Yard/Swan St. Alton: Bank/Church St/Lady Place/Manor House/Rogers Court/Turk St. - Short Stay Car Parks Mon to Sat 8.00am to 6.00pm - Up to 2 hours	£1.20	£1.20
Parking	Petersfield: Castle Yard/Swan St. Alton: Bank/Church St/Lady Place/Manor House/Rogers Court/Turk St. - Short Stay Car Parks Mon to Sat 8.00am to 6.00pm - Up to 3 hours	£1.60	£1.60
Parking	Petersfield: Castle Yard/Swan St. Alton: Bank/Church St/Lady Place/Manor House/Rogers Court/Turk St. - Short Stay Car Parks Mon to Sat 8.00am to 6.00pm - Up to 4 hours	£2.80	£2.80
Parking	Petersfield: Castle Yard/Swan St. Alton: Bank/Church St/Lady Place/Manor House/Rogers Court/Turk St. - Short Stay Car Parks Mon to Sat 8.00am to 6.00pm - Up to 5 hours	£3.30	£3.30
Parking	Petersfield: Castle Yard/Swan St. Alton: Bank/Church St/Lady Place/Manor House/Rogers Court/Turk St. - Short Stay Car Parks Mon to Sat 8.00am to 6.00pm - Up to 9 hours	£5.30	£5.30
Parking	Petersfield: Castle Yard/Swan St. Alton: Bank/Church St/Lady Place/Manor House/Rogers Court/Turk St. - Short Stay Car Parks Mon to Sat 8.00am to 6.00pm - All Day	£6.50	£6.50
Parking	Petersfield: Festival Hall. Alton: Mount Pleasant/Vicarage Hill/Victoria Rd. - Long Stay Car Parks Mon to Sat 8.00am to 6.00pm - Up to 1 hour	£0.60	£0.60
Parking	Petersfield: Festival Hall. Alton: Mount Pleasant/Vicarage Hill/Victoria Rd. - Long Stay Car Parks Mon to Sat 8.00am to 6.00pm - Up to 2 hours	£1.20	£1.20
Parking	Petersfield: Festival Hall. Alton: Mount Pleasant/Vicarage Hill/Victoria Rd. - Long Stay Car Parks Mon to Sat 8.00am to 6.00pm - Up to 3 hours	£1.60	£1.60
Parking	Petersfield: Festival Hall. Alton: Mount Pleasant/Vicarage Hill/Victoria Rd. - Long Stay Car Parks Mon to Sat 8.00am to 6.00pm - Up to 4 hours	£2.20	£2.20
Parking	Petersfield: Festival Hall. Alton: Mount Pleasant/Vicarage Hill/Victoria Rd. - Long Stay Car Parks Mon to Sat 8.00am to 6.00pm - Up to 5 hours	£2.70	£2.70
Parking	Petersfield: Festival Hall. Alton: Mount Pleasant/Vicarage Hill/Victoria Rd. - Long Stay Car Parks Mon to Sat 8.00am to 6.00pm - Up to 9 hours	£3.20	£3.20
Parking	Petersfield: Festival Hall. Alton: Mount Pleasant/Vicarage Hill/Victoria Rd. - Long Stay Car Parks Mon to Sat 8.00am to 6.00pm - All Day	£5.30	£5.30
Parking	Petersfield: Central & Causeway Car Parks - Sunday 10.00am to 4.00pm - Up to 2 hours	£1.40	£1.40
Parking	Petersfield: Central & Causeway Car Parks - Sunday 10.00am to 4.00pm - Up to 3 hours	£1.90	£1.90
Parking	Petersfield: Swan Street - Sunday 10.00am to 4.00pm - Up to 1 hour	£0.60	£0.60
Parking	Petersfield: Swan Street - Sunday 10.00am to 4.00pm - Up to 2 hours	£1.20	£1.20
Parking	Petersfield: Swan Street - Sunday 10.00am to 4.00pm - Up to 3 hours	£1.60	£1.60

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Parking	Petersfield: Swan Street - Sunday 10.00am to 4.00pm - Up to 4 hours	£2.80	£2.80
Parking	Petersfield: Swan Street - Sunday 10.00am to 4.00pm - Up to 5 hours	£3.30	£3.30
Parking	Petersfield: Swan Street - Sunday 10.00am to 4.00pm - Up to 9 hours	£5.30	£5.30
Parking	Petersfield: Swan Street - Sunday 10.00am to 4.00pm - All Day	£6.50	£6.50
Parking	Petersfield: Castle Yard - Mon to Sat 8.00am to 6.00pm - Up to 1 hour	£1.00	£1.00
Parking	Petersfield: Castle Yard - Mon to Sat 8.00am to 6.00pm - Up to 2 hours	£1.40	£1.40
Parking	Petersfield: Castle Yard - Mon to Sat 8.00am to 6.00pm - Up to 3 hours	£1.90	£1.90
Parking	Petersfield: Castle Yard - Mon to Sat 8.00am to 6.00pm - Up to 4 hours	£3.30	£3.30
Parking	Petersfield: Castle Yard - Mon to Sat 8.00am to 6.00pm - Up to 5 hours	£3.90	£3.90
Parking	Petersfield: Castle Yard - Mon to Sat 8.00am to 6.00pm - Up to 9 hours	£6.20	£6.20
Parking	Petersfield: Castle Yard - Mon to Sat 8.00am to 6.00pm - All Day	£7.00	£7.00
Parking	Petersfield: Festival Hall - Mon to Sat 8.00am to 6.00pm - Up to 1 hour	£1.00	£1.00
Parking	Petersfield: Festival Hall - Mon to Sat 8.00am to 6.00pm - Up to 2 hours	£1.40	£1.40
Parking	Petersfield: Festival Hall - Mon to Sat 8.00am to 6.00pm - Up to 3 hours	£1.90	£1.90
Parking	Petersfield: Festival Hall - Mon to Sat 8.00am to 6.00pm - Up to 4 hours	£2.60	£2.60
Parking	Petersfield: Festival Hall - Mon to Sat 8.00am to 6.00pm - Up to 5 hours	£3.20	£3.20
Parking	Petersfield: Festival Hall - Mon to Sat 8.00am to 6.00pm - Up to 9 hours	£4.00	£4.00
Parking	Petersfield: Festival Hall - Mon to Sat 8.00am to 6.00pm - All Day	£6.20	£6.20
Parking	Petersfield: Swan Street - Mon to Sat 8.00am to 6.00pm, Sun 10.00am to 4.00pm - Up to 1 hour	£1.00	£1.00
Parking	Petersfield: Swan Street - Mon to Sat 8.00am to 6.00pm, Sun 10.00am to 4.00pm - Up to 2 hours	£1.40	£1.40
Parking	Petersfield: Swan Street - Mon to Sat 8.00am to 6.00pm, Sun 10.00am to 4.00pm - Up to 3 hours	£1.90	£1.90
Parking	Petersfield: Swan Street - Mon to Sat 8.00am to 6.00pm, Sun 10.00am to 4.00pm - Up to 4 hours	£3.30	£3.30
Parking	Petersfield: Swan Street - Mon to Sat 8.00am to 6.00pm, Sun 10.00am to 4.00pm - Up to 5 hours	£3.90	£3.90
Parking	Petersfield: Swan Street - Mon to Sat 8.00am to 6.00pm, Sun 10.00am to 4.00pm - Up to 9 hours	£6.20	£6.20
Parking	Petersfield: Swan Street - Mon to Sat 8.00am to 6.00pm, Sun 10.00am to 4.00pm - All Day	£7.00	£7.00
Parking	Alton: Mount Pleasant, Victoria Rd, Vicarage Hill - Mon to Sat 8.00am to 6.00pm - Up to 1 hour	£1.00	£1.00
Parking	Alton: Mount Pleasant, Victoria Rd, Vicarage Hill - Mon to Sat 8.00am to 6.00pm - Up to 2 hours	£1.40	£1.40
Parking	Alton: Mount Pleasant, Victoria Rd, Vicarage Hill - Mon to Sat 8.00am to 6.00pm - Up to 3 hours	£1.90	£1.90
Parking	Alton: Mount Pleasant, Victoria Rd, Vicarage Hill - Mon to Sat 8.00am to 6.00pm - Up to 4 hours	£2.50	£2.50
Parking	Alton: Mount Pleasant, Victoria Rd, Vicarage Hill - Mon to Sat 8.00am to 6.00pm - Up to 5 hours	£3.00	£3.00
Parking	Alton: Mount Pleasant, Victoria Rd, Vicarage Hill - Mon to Sat 8.00am to 6.00pm - Up to 9 hours	£3.80	£3.80

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Parking	Alton: Mount Pleasant, Victoria Rd, Vicarage Hill - Mon to Sat 8.00am to 6.00pm - All Day	£5.70	£5.70
Parking	Alton: Rogers Court - Mon to Sat 8.00am to 6.00pm - Up to 1 hour	£1.00	£1.00
Parking	Alton: Rogers Court - Mon to Sat 8.00am to 6.00pm - Up to 2 hours	£1.40	£1.40
Parking	Alton: Rogers Court - Mon to Sat 8.00am to 6.00pm - Up to 3 hours	£1.90	£1.90
Parking	Alton: Rogers Court - Mon to Sat 8.00am to 6.00pm - Up to 4 hours	£3.10	£3.10
Parking	Alton: Rogers Court - Mon to Sat 8.00am to 6.00pm - Up to 5 hours	£3.50	£3.50
Parking	Alton: Rogers Court - Mon to Sat 8.00am to 6.00pm - Up to 9 hours	£5.60	£5.60
Parking	Alton: Rogers Court - Mon to Sat 8.00am to 6.00pm - All Day	£7.00	£7.00
Parking	Alton: Manor House, Church Street - Mon to Sat 8.00am to 6.00pm - Up to 1 hour	£1.00	£1.00
Parking	Alton: Manor House, Church Street - Mon to Sat 8.00am to 6.00pm - Up to 2 hours	£1.40	£1.40
Parking	Alton: Manor House, Church Street - Mon to Sat 8.00am to 6.00pm - Up to 3 hours	£1.90	£1.90
Parking	Alton: Manor House, Church Street - Mon to Sat 8.00am to 6.00pm - Up to 4 hours	£3.20	£3.20
Parking	Alton: Manor House, Church Street - Mon to Sat 8.00am to 6.00pm - Up to 5 hours	£3.50	£3.50
Parking	Alton: Manor House, Church Street - Mon to Sat 8.00am to 6.00pm - Up to 9 hours	£5.60	£5.60
Parking	Alton: Manor House, Church Street - Mon to Sat 8.00am to 6.00pm - All Day	£7.00	£7.00
Parking	Alton: Turk Street - Mon to Sat 8.00am to 6.00pm - Up to 1 hour	£1.00	£1.00
Parking	Alton: Turk Street - Mon to Sat 8.00am to 6.00pm - Up to 2 hours	£1.40	£1.40
Parking	Alton: Turk Street - Mon to Sat 8.00am to 6.00pm - Up to 3 hours	£1.90	£1.90
Parking	Alton: Turk Street - Mon to Sat 8.00am to 6.00pm - Up to 4 hours	£3.30	£3.30
Parking	Alton: Turk Street - Mon to Sat 8.00am to 6.00pm - Up to 5 hours	£3.70	£3.70
Parking	Alton: Turk Street - Mon to Sat 8.00am to 6.00pm - Up to 9 hours	£5.60	£5.60
Parking	Alton: Turk Street - Mon to Sat 8.00am to 6.00pm - All Day	£7.00	£7.00
Parking	Alton: Lady Place - Mon to Sat 8.00am to 6.00pm - Up to 1 hour	£1.00	£1.00
Parking	Alton: Lady Place - Mon to Sat 8.00am to 6.00pm - Up to 2 hours	£1.40	£1.40
Parking	Alton: Lady Place - Mon to Sat 8.00am to 6.00pm - Up to 3 hours	£1.90	£1.90
Parking	Alton: Lady Place - Mon to Sat 8.00am to 6.00pm - Up to 4 hours	£3.30	£3.30
Parking	Alton: Lady Place - Mon to Sat 8.00am to 6.00pm - Up to 5 hours	£3.70	£3.70
Parking	Alton: Lady Place - Mon to Sat 8.00am to 6.00pm - Up to 9 hours	£6.00	£6.00
Parking	Alton: Lady Place - Mon to Sat 8.00am to 6.00pm - All Day	£7.00	£7.00
Parking	Alton: Bank - Mon to Sat 8.00am to 6.00pm - Up to 1 hour	£1.00	£1.00
Parking	Alton: Bank - Mon to Sat 8.00am to 6.00pm - Up to 2 hours	£1.40	£1.40

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Parking	Alton: Bank - Mon to Sat 8.00am to 6.00pm - Up to 3 hours	£1.90	£1.90
Parking	Alton: Bank - Mon to Sat 8.00am to 6.00pm - Up to 4 hours	£3.20	£3.20
Parking	Alton: Bank - Mon to Sat 8.00am to 6.00pm - Up to 5 hours	£3.50	£3.50
Parking	Alton: Bank - Mon to Sat 8.00am to 6.00pm - Up to 9 hours	£5.80	£5.80
Parking	Alton: Bank - Mon to Sat 8.00am to 6.00pm - All Day	£7.00	£7.00
Parking	Alton : Bank, Lady Place, Manor House, Mount Pleasant and Turk Street - Sunday Charge - Flat Rate	£1.00	£1.00
Parking	- Coaches Only P/Field - Central, Alton - Turk Street - Flat Rate	£5.00	£5.00
Parking	Town Centre Parking Permit - Standard - Off-street Annual	£900.00	£900.00
Parking	Town Centre Parking Permit - Electric/Hybrid Car - Off-street Annual	£540.00	£540.00
Parking	Town Centre Parking Permit - Low Emission up to 100 g/km - Off-street Annual	£630.00	£630.00
Parking	Town Centre Parking Permit - Low Emissions 101-120 g/km - Off-street Annual	£720.00	£720.00
Parking	Town Centre Parking Permit - Resident (Car Park near Property) - Off-street Annual	£720.00	£810.00
Parking	Town Centre Parking Permit - Standard - Off-street 6-month	£500.00	£500.00
Parking	Town Centre Parking Permit - Electric/Hybrid Car - Off-street 6-month	£300.00	£300.00
Parking	Town Centre Parking Permit - Low Emission up to 100 g/km - Off-street 6-month	£350.00	£350.00
Parking	Town Centre Parking Permit - Low Emissions 101-120 g/km - Off-street 6-month	£400.00	£400.00
Parking	Town Centre Parking Permit - Standard - Off-street 3-month	£310.00	£310.00
Parking	Town Centre Parking Permit - Electric/Hybrid Car - Off-street 3-month	£186.00	£186.00
Parking	Town Centre Parking Permit - Low Emission up to 100 g/km - Off-street 3-month	£217.00	£217.00
Parking	Town Centre Parking Permit - Low Emissions 101-120 g/km - Off-street 3-month	£248.00	£248.00
Parking	Town Centre Parking Permit - Resident (Car Park near Property) - Off-street 3-month	£248.00	£279.00
Parking	Town Centre Parking Permit - Resident (Car Park near Property) - Off-street 6-month	£400.00	£450.00
Parking	Peripheral Parking Permit - Standard - Off-street Annual	£680.00	£680.00
Parking	Peripheral Parking Permit - Electric/Hybrid Car - Off-street Annual	£408.00	£408.00
Parking	Peripheral Parking Permit - Low Emission up to 100 g/km - Off-street Annual	£476.00	£476.00
Parking	Peripheral Parking Permit - Low Emissions 101-120 g/km - Off-street Annual	£544.00	£544.00
Parking	Peripheral Parking Permit - Resident (Car Park near Property) - Off-street Annual	£544.00	£612.00
Parking	Peripheral Parking Permit - Standard - Off-street 6-month	£350.00	£350.00
Parking	Peripheral Parking Permit - Electric/Hybrid Car - Off-street 6-month	£210.00	£210.00
Parking	Peripheral Parking Permit - Low Emission up to 100 g/km - Off-street 6-month	£245.00	£245.00
Parking	Peripheral Parking Permit - Low Emissions 101-120 g/km - Off-street 6-month	£280.00	£280.00

Appendix I - EHDC Fees and Charges 2020-21

Parking	Peripheral Parking Permit - Resident (Car Park near Property) - Off-street 6-month	£280.00	£315.00
Parking	Peripheral Parking Permit - Standard - Off-street 3-month	£200.00	£200.00
Parking	Peripheral Parking Permit - Resident (Car Park near Property) - Off-street 3-month	£160.00	£180.00
Parking	Liphook: Midhurst Rd, Station Rd - Standard - Off-street Annual	£550.00	£550.00
Parking	Liphook: Midhurst Rd, Station Rd - Electric/Hybrid Car - Off-street Annual	£220.00	£220.00
Parking	Liphook: Midhurst Rd, Station Rd - Low Emission up to 100 g/km - Off-street Annual	£302.50	£302.50
Parking	Liphook: Midhurst Rd, Station Rd - Low Emissions 101-120 g/km - Off-street Annual	£385.00	£385.00
Parking	Liphook: Midhurst Rd, Station Rd - Resident (Car Park near Property) - Off-street Annual	£440.00	£495.00
Parking	Liphook: Midhurst Rd, Station Rd - Standard - Off-street 6-month	£300.00	£300.00
Parking	Liphook: Midhurst Rd, Station Rd - Electric/Hybrid Car - Off-street 6-month	£120.00	£120.00
Parking	Liphook: Midhurst Rd, Station Rd - Low Emission up to 100 g/km - Off-street 6-month	£165.00	£165.00
Parking	Liphook: Midhurst Rd, Station Rd - Low Emissions 101-120 g/km - Off-street 6-month	£210.00	£210.00
Parking	Liphook: Midhurst Rd, Station Rd - Resident (Car Park near Property) - Off-street 6-month	£240.00	£270.00
Parking	Liphook: Midhurst Rd, Station Rd - Standard - Off-street 3-month	£180.00	£180.00
Parking	Liphook: Midhurst Rd, Station Rd - Electric/Hybrid Car - Off-street 3-month	£72.00	£72.00
Parking	Liphook: Midhurst Rd, Station Rd - Low Emission up to 100 g/km - Off-street 3-month	£99.00	£99.00
Parking	Liphook: Midhurst Rd, Station Rd - Low Emissions 101-120 g/km - Off-street 3-month	£126.00	£126.00
Parking	Liphook: Midhurst Rd, Station Rd - Resident (Car Park near Property) - Off-street 3-month	£144.00	£162.00
Parking	Liss: Hill Brow - Standard - Off-street Annual	£450.00	£450.00
Parking	Liss: Hill Brow - Electric/Hybrid Car - Off-street Annual	£180.00	£180.00
Parking	Liss: Hill Brow - Low Emission up to 100 g/km - Off-street Annual	£247.50	£247.50
Parking	Liss: Hill Brow - Low Emissions 101-120 g/km - Off-street Annual	£315.00	£315.00
Parking	Liss: Hill Brow - Resident (Car Park near Property) - Off-street Annual	£360.00	£405.00
Parking	Liss: Hill Brow - Standard - Off-street 6-month	£250.00	£250.00
Parking	Liss: Hill Brow - Electric/Hybrid Car - Off-street 6-month	£100.00	£100.00
Parking	Liss: Hill Brow - Low Emission up to 100 g/km - Off-street 6-month	£137.50	£137.50
Parking	Liss: Hill Brow - Low Emissions 101-120 g/km - Off-street 6-month	£175.00	£175.00
Parking	Liss: Hill Brow - Resident (Car Park near Property) - Off-street 6-month	£200.00	£225.00
Parking	Liss: Hill Brow - Standard - Off-street 3-month	£135.00	£135.00
Parking	Liss: Hill Brow - Electric/Hybrid Car - Off-street 3-month	£54.00	£54.00
Parking	Liss: Hill Brow - Low Emission up to 100 g/km - Off-street 3-month	£74.25	£74.25

Appendix I - EHDC Fees and Charges 2020-21

Parking	Liss: Hill Brow - Low Emissions 101-120 g/km - Off-street 3-month	£94.50	£94.50
Parking	Liss: Hill Brow - Resident (Car Park near Property) - Off-street 3-month	£108.00	£121.00
Parking	Residents' Annual Parking Permit - On-street Permit	£50.00	£50.00
Parking	Residents' Annual Second Permit - On-street Permit	£85.00	£85.00
Parking	Admin fee for permit replacement - On-street Permit	£10.00	£10.00
Parking	Visitors' Parking Permit - per book of 10 (max 60 per year) - On-street Permit	£10.00	£10.00
Parking	Tradesmen Waiver - Daily	£8.00	£8.00
Parking	Tradesmen Waiver - Weekly	£40.00	£40.00
Parking	Tradesmen Waiver - Monthly	£120.00	£120.00
Parking	Higher penalty charge notice - paid within 28 days, 50% discount if paid in 14 days	£70.00	£70.00
Parking	Lower penalty charge notice - paid within 28 days, 50% discount if paid in 14 days	£50.00	£50.00
Traffic Management	Section 115 consent - application	£320.00	£320.00
Traffic Management	Section 115 consent - annual renewal	£130.00	£130.00
Traffic Management	Traffic Regulation Orders - temporary road closure by notice	£1,700.00	£1,750.00
Traffic Management	Traffic Regulation Orders - temporary road closure by order - plus advertising cost	£1,700.00	£1,750.00
Traffic Management	Traffic Regulation Orders - emergency road closure by order - plus advertising cost (if more than 21 days' duration)	£2,000.00	£2,000.00
Traffic Management	Traffic Regulation Orders - parking bay suspension by notice - per bay, per day	£50.00	£50.00
Traffic Management	Developer-led standard Traffic Regulation Order (plus associated advertising/works costs)	£5,000.00	£5,000.00
Traffic Management	Tourist / private signing formal application (including vetting and definitive response)	£125.00	£125.00
Traffic Management	Provision of signs (including manufacture, supply and erection)	Actual cost	Actual cost
Traffic Management	Administration (including signing scheme design and documentation) - 20% of actual cost, minimum £100	Variable	Variable
Traffic Management	Supervision (including ordering work and inspection) - 10% of actual cost, minimum £50	Variable	Variable
Traffic Management	Replacement (if costs cannot be recovered following accident, damage or theft) - full cost recovery	Variable	Variable
Traffic Management	Provision of access protection lines	£120.00	£120.00
Traffic Management	Refresh of access protection lines	£120.00	£120.00
Traffic Management	Road closure / diversion for sporting events (plus advert costs)	£123.00	£123.00
Traffic Management	Traffic cone hire - up to 5 cones	£25.00	£25.00
Traffic Management	Traffic cone hire - up to 10 cones	£35.00	£35.00
Traffic Management	Traffic cone hire - up to 20 cones	£55.00	£55.00

East Hampshire District Council
Analysis of Business Rates Income & Expenditure

		2020/21 Estimate £ (000)
Business Rates Yield		31,200
Distribution		
Central Government	50%	15,600
Hampshire County Council	9%	2,808
Hampshire Fire	1%	312
East Hampshire District Council	40%	<u>12,480</u>
Total		31,200
Business rates EHDC		12,480
Tariff EHDC		(11,088)
Prior year surplus/(deficit)EHDC	40%	(2,235)
Share of business rates 2020/21		(843)
Levy on growth		(441)
Business rates grants (s31)		2,590
<hr/>		
Retained business rates		<u>1,306</u>

* The Levy on growth is an estimate based on the NNDR1 return submitted to Government and is subject to change during the year dependent on business rates actually received during 2020/21

** The s31 grants is an estimate based on the NNDR1 return to Government and is subject to change during the year dependant on reliefs actually awarded during 2020/21

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