

Report To: Chief Financial Officer
Lead Officer: Alex Colyer

16th December 2016

Setting of Council Tax Base for 2017/18

Purpose

1. To report the calculation of the Council Tax base for 2017/18 and to request the Chief Financial Officer exercise the delegated power to formally set the Council's Council Tax base for 2017/18.

Recommendations

2. It is recommended that the Chief Financial Officer sets the tax base for South Cambridgeshire District Council at 60,855.4 band D equivalents for 2017/18, and the tax base for each parish be set as shown in Appendix A.

Reasons for Recommendations

3. The Council is required to determine a tax base for the subsequent financial year in order to allow the precepting authorities to complete their budget setting processes. The tax base is calculated by reference to the actual tax base as at 30th September each year adjusted in line with a series of estimates described in the report.
4. There is predicted to be an increase of 598.37 band D equivalents in respect of 2017/18 due mainly to new property development, which is included in the above tax base.
5. A bad debt allowance of 0.6%, which remains the same as last year, is considered to be reasonable.

Background

6. The Council is required to set a tax base for each financial year for the District as a whole and for each separate parish within the District. The tax base is expressed as the number of band D equivalent properties and is used to calculate the basic amount of Council Tax.
7. There is a prescribed process for calculating the tax base, but the Council must make estimates of anticipated changes, for example due to the building of new properties, and estimate the proportion of bad debt. The starting point for the calculation is set as the properties contained in the valuation list at 30th September 2016, adjusted for exemptions and discounts recorded on the Council's Council Tax database at that date.
8. The Chief Financial Officer has delegated authority to set the Council Tax base.

Considerations

9. The initial tax base, as recorded on the Council Tax database at 30th September 2016, is 64,064.6 band D equivalents, including an allowance for levies against long-term empty properties. This is an increase of 0.86% (548.3) compared to the initial tax base at the same time last year of 63,516.3.

10. It is anticipated that 544.2 band D equivalent properties will be completed by 31st March 2017 and should therefore be added to the initial tax base. This figure has been estimated by correlating information from the Revenue Service's Property Inspectors, Building Control, Planning and, where possible, from property developers. The estimate includes an allowance for properties being valued in different bands and also for a corresponding growth in discounts, and also allows for the anticipated completion of affordable homes across the district.
11. During the course of the 2017/18 financial year it is anticipated that a further 637 new properties will be completed. In order to allow for the phased construction over the course of the year, a spread across the valuation bands and discounts, an estimate of 300 band D equivalents have been added to the tax base calculation
12. The provision for bad debt was increased in 2014/15 to 0.6% to take account of the increased numbers of council tax payers resulting from the introduction of the Localised Council Tax Support Scheme in April 2013, and is still considered to be reasonable.
13. There is an allowance for contributions in lieu of Council Tax from the Ministry of Defence equivalent to 78.4 band D properties. This is a reduction from last years' figure of 92.3
14. Following major changes to the welfare system in April 2013, the Council is required to give discounts against council tax liability for qualifying claimants, and for the purposes of this calculation these are expressed in band d equivalent terms and deducted from the tax base as shown below.
15. After allowing for these adjustments the calculated tax base for 2016/17 is 60,855.4. This is an increase of 0.99% (598.4) compared to the 2016/17 tax base of 60,257.0.
16. A summary of the calculation is shown below, with the previous years' calculations for comparison.
17. A Council Tax base has also been calculated for each parish within the District as set out in Appendix A. The tax base for the parish of Haslingfield is shown as two entries, in anticipation of the outcome of the Community Governance Review, on which a formal decision will be taken in January 2017.

Summary of Tax Base Calculation for the District

(All figures are band D equivalents)

	2017/18	2016/17	2015/16
Initial tax base at 30 th September 2016	64,064.6	63,516.3	62,727.5
New properties expected to be completed in this financial year	544.2	476.6	608.3
New properties expected to be completed during next financial year	<u>300.0</u>	<u>300.0</u>	<u>362.6</u>
	64,908.8	64,292.9	63,698.4
Bad Debt Provision 0.6%	-366.8	-363.2	-359.6
Contributions in lieu of Council Tax from MOD properties	78.4	92.3	106.6
Estimated Council Tax Base before LCTSS	<u>64,620.4</u>	<u>64,022.0</u>	<u>63,445.4</u>
LCTSS	<u>-3,765.0</u>	<u>-3,765.0</u>	<u>-3,765.0</u>
Estimated Council Tax Base after LCTSS	60,855.4	60,257.0	59,608.4

Options

18. To review the details contained within the report. The Council is required to determine a tax base for the subsequent financial year in order to allow the precepting authorities to complete their budget setting processes.

Implications

19. In the writing of this report, taking into account financial, legal, staffing, risk management, equality and diversity, climate change, community safety and any other key issues, the following implications have been considered: -

Financial

20. The tax base for 2017/18 has increased by 0.99% compared to the previous year tax base of 60,257.0. However, uncertainty regarding the economy makes it difficult to accurately predict the level of future growth with a high degree of precision.

Legal

21. The Council has a legal obligation to set the Council Tax Base in accordance with the Local Authorities (Calculation of Council Tax Base) Regulations 1992.

Staffing

22. None

Risk Management

23. Failure to set the correct Council Tax Base could have an adverse effect on the Council's budget requirements.

Equality and Diversity

24. We ensure that revenue collection is delivered in a fair and consistent manner to all members of the community.

Climate Change

25. None,

Consultation responses (including from the Youth Council)

26. All Parish Councils were consulted on draft individual tax base determinations in November 2016. 4 responses were received to the consultation and 3 adjustments were made in finalising the tax base as recommended in this report.

Background Papers

Where the Local Authorities (Executive Arrangements) (Meetings and Access to Information) (England) Regulations 2012 require documents to be open to inspection by members of the public, they must be available for inspection: -

- (a) at all reasonable hours at the offices of South Cambridgeshire District Council;
- (b) on the Council's website; and
- (c) in the case of documents to be available for inspection pursuant to regulation 15, on payment of a reasonable fee required by the Council by the person seeking to inspect the documents at the offices of South Cambridgeshire District Council.

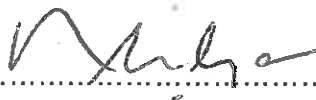
There are no background papers.

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DECISION OF THE CHIEF FINANCIAL OFFICER

I hereby set the Council Tax base for the South Cambridgeshire District, for the financial year 2017/18 at 60,855.4 band D equivalent properties under the authority delegated to me by the South Cambridgeshire District Council. I also set the Council Tax base for each Parish contained within the South Cambridgeshire District boundary as set out in the attached Appendix A.

Signed



Date 16th December 2016

Chief Financial Officer

APPENDIX A

Council Tax Base for 2016/17 for Parishes within the South Cambridgeshire District (After 0.6% allowance for losses on collection)

Code	Parish	Tax Base	Code	Parish	Tax Base
001	Great Abington	353.1	052	Histon	1,766.7
002	Little Abington	256.0	053	Horningsea	159.4
003	Abington Pigotts	77.7	054	Horseheath	210.7
004	Arrington	169.8	055	Ickleton	337.2
005	Babraham	124.7	056	Impington	1,509.1
006	Balsham	662.9	057	Kingston	122.7
007	Bar Hill	1,461.0	058	Knapwell	45.8
008	Barrington	461.4	059	Landbeach	376.8
009	Bartlow	53.3	060	Linton	1,713.3
010	Barton	389.0	061	Litlington	339.7
011	Bassingbourn	1,135.8	062	Lolworth	74.8
012	Bourn	414.9	063	Longstanton	1,328.6
013	Boxworth	105.0	064	Longstowe	89.4
014	Caldecote	708.4	065	Madingley	106.7
120	Cambourne	3,699.1	066	Melbourn	1,866.2
015	Carlton	96.7	067	Meldreth	766.5
016	Castle Camps	264.7	068	Milton	1,748.6
017	Caxton	242.2	069	Guilden Morden	424.0
018	Childerley	11.9	070	Steeple Morden	521.8
019	Great & Little Chishill	306.7	071	Newton	177.4
021	Comberton	913.3	072	Oakington	587.1
022	Conington	60.1	130	Orchard Park	763.4
023	Coton	370.3	073	Orwell	477.8
024	Cottenham	2,312.4	074	Over	1,114.6
025	Croxton	75.2	075	Pampisford	153.5
026	Croydon	104.0	076	Papworth Everard	1,358.4
027	Dry Drayton	283.7	077	Papworth St. Agnes	33.2
028	Duxford	739.3	078	Rampton	192.2
029	Elsworth	291.5	079	Sawston	2,476.2
030	Eltisley	182.5	080	Great Shelford	1,972.1
031	Great Eversden	116.9	081	Little Shelford	374.4
032	Little Eversden	251.8	082	Shepreth	337.9
033	Fen Ditton	336.5	083	Shingay-Cum-Wendy	57.7
034	Fen Drayton	345.0	084	Shudy Camps	137.8
035	Fowlmere	551.1	085	Stapleford	908.3
036	Foxton	559.9	086	Stow-Cum-Quy	210.1
037	Fulbourn	1,920.4	087	Swavesey	955.1
038	Gamlingay	1,446.3	088	Tadlow	78.0
039	Girton	1,852.8	089	Teversham	1,000.8
040	Little Gransden	140.4	090	Thriplow	487.3
041	Grantchester	253.4	091	Toft	243.9
042	Graveley	92.7	092	Waterbeach	1,761.8
043	Hardwick	939.1	093	Weston Colville	194.2
044	Harlton	145.3	095	West Wickham	183.6
045	Harston	804.2	096	West Wrating	230.0
046	Haslingfield	701.3	097	Whaddon	218.9
	Haslingfield (South Trumpington)	100.3	098	Whittlesford	779.1
047	Hatley	94.7	099	Great Wilbraham	283.5
048	Hauxton	409.9	100	Little Wilbraham	186.8
049	Heydon	123.0	101	Willingham	1,494.3
050	Hildersham	104.5	102	Wimpole	136.2
051	Hinxton	165.7			
				District Total	60,855.4

