

REPORT TO: Chief Financial Officer

LEAD OFFICER: Peter Maddock

Setting of Council Tax Base for 2021/22

Executive Summary

1. To report the calculation of the Council Tax base for 2021/22 and to request the Chief Financial Officer exercise the delegated power to formally set the Council's Council Tax base for 2021/22.

Recommendations

2. It is recommended that the Chief Financial Officer sets the tax base for South Cambridgeshire District Council at 64,353.8 band D equivalents for 2021/22, and the tax base for each parish be set as shown in Appendix A.

Reasons for Recommendations

3. 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.
4. 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, adjusted for exemptions and discounts recorded on the Council's Council Tax database. The Chief Financial Officer has delegated authority to set the Council Tax base.

Details

5. The initial tax base, as recorded on the Council Tax database at 30th September 2020, was 67,448.3 band D equivalents, including an allowance for the additional premium against long-term empty properties. This is an increase of 1.5% (1006.4) compared to the initial tax base at the same time last year of 66,441.9.
6. It is anticipated that 680.8 band D equivalent properties will be completed by 31st March 2021 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, 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.
7. During the course of the 2021/22 financial year it is anticipated that a further 587 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 276.4 band D equivalents have been added to the tax base calculation

8. The allowance for non-collection 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.
9. There is an allowance for contributions in lieu of Council Tax from the Ministry of Defence equivalent to 101.1 band D properties. This is a slight change from last years' figure of 95.7, reflecting a change in the number of occupied properties.
10. 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 under the heading LCTSS (Local Council Tax Support Scheme).
11. After allowing for these adjustments the calculated tax base for 2021/2 is 64,353.8. This is an increase of 1.2% (736.20) compared to the 2020/21 tax base of 63,617.6.
12. A summary of the calculation is shown below, with the previous years' calculations for comparison.
13. A Council Tax base has also been calculated for each parish within the District as set out in Appendix A.

Summary of Tax Base Calculation for the District

(All figures are band D equivalents)

	2021/22	2020/21	2019/20
Initial tax base at 30 th September	67,448.3	66,441.9	65,175.6
New properties expected to be completed in this financial year	680.8	894.1	968.8
New properties expected to be completed during next financial year	276.4	334.3	492.4
Contributions in lieu of Council Tax from MOD properties	101.1	95.7	81.7
Allowance for non -collection 0.6%	-387.8	-383.4	-377.2
Estimated Council Tax Base before LCTSS	<u>68,118.8</u>	<u>67,382.6</u>	<u>66,341.3</u>
LCTSS	-3,765.0	-3,765.0	-3,765.0
Estimated Council Tax Base after LCTSS	<u>64,353.8</u>	<u>63,617.6</u>	<u>62,576.3</u>

Options

14. 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

15. 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

16. Whilst the tax base for 2021/20 has increased by 1.2% compared to the previous year tax base, there remains a huge amount of uncertainty regarding the economy which makes it difficult to accurately predict the level of future growth with a high degree of precision.

Legal

17. 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

18. None

Risks / Opportunities

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

Equality and Diversity

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

Consultation responses

21. All Parish Councils were consulted on draft individual tax base determinations for four weeks through October and November 2020. Queries were received from 3 parish councils, however no 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.

Report Author: Katie Kelly – Revenues Manager
Telephone: (01954) 713335

DECISION OF THE CHIEF FINANCIAL OFFICER

I hereby set the Council Tax base for the South Cambridgeshire District, for the financial year 2021/22 at 64,353.8 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 *P. S. Maddison* Date 9/12/20
Chief Financial Officer

APPENDIX A

Parish	Tax Base	Parish	Tax Base
Great Abington	439.1	Horningsea	164.9
Little Abington	262.3	Horseheath	210.7
Abington Pigotts	76.1	Ickleton	343.8
Arrington	174.8	Impington	1542.8
Babraham	167.3	Kingston	126.9
Balsham	751	Knapwell	45.9
Bar Hill	1446.8	Landbeach	390
Barrington	481.8	Linton	1731
Bartlow	55.2	Litlington	351.2
Barton	393.2	Lohworth	74.4
Bassingbourn	1228.4	Longstanton	2027.1
Bourn	431.2	Longstowe	91.7
Boxworth	103.6	Madingley	110.6
Caldecote	790.2	Melbourn	2007.1
Cambourne	3878.9	Meldreth	783.2
Carlton	99.5	Milton	1761.5
Castle Camps	272.4	Guilden Morden	437.2
Caxton	245.3	Steeple Morden	521.8
Childerley	12.5	Newton	184.9
Great & Little Chishill	334	Oakington	593.8
Comberton	924.8	Orchard Park	829.6
Conington	62.7	Orwell	524.7
Coton	375.3	Over	1123.5
Cottenham	2434	Pampisford	158.4
Croxton	72.7	Papworth Everard	1347.9
Croydon	102.9	Papworth St. Agnes	32.5
Dry Drayton	307.6	Rampton	199.8
Duxford	774.6	Sawston	2536.3
Eisworth	305.8	Great Shelford	2011.2
Eltisley	187.2	Little Shelford	381.9
Great Eversden	117.5	Shepreth	348.5
Little Eversden	260	Shingay-Cum-Wendy	53.8
Fen Ditton	369.9	Shudy Camps	147.4
Fen Drayton	373.1	South Trimpington	353.4
Fowlmere	573.3	Stapleford	930.5
Foxton	556.9	Stow-Cum-Quy	213.1
Fulbourn	1934.5	Swavesey	1030.8
Gamlingay	1492.5	Tadlow	82.2
Girton	1887.2	Teversham	1035.4
Little Gransden	141.9	Thriplow	498.2
Grantchester	254.2	Toft	328.5
Graveley	94.3	Waterbeach	2001.1
Hardwick	995.9	Weston Colville	202.3
Harlton	149.4	West Wickham	193.8
Harston	828.8	West Wratting	238.7
Haslingfield	708	Whaddon	212.8
Hatley	93.3	Whittlesford	817.4
Hauxton	590.5	Great Wilbraham	292.5
Heydon	123.6	Little Wilbraham	191.2
Hildersham	104.4	Willingham	1593.3
Hinxton	162.5	Wimpole	137.8
Histon	1801.9		
		District Total	64,353.8

