



MEETING : EXECUTIVE
VENUE : COUNCIL CHAMBER, WALLFIELDS, HERTFORD
DATE : TUESDAY 13 JANUARY 2026
TIME : 7.00 PM

MEMBERS OF THE EXECUTIVE

Councillor Ben Crystall	- Leader of the Council
Councillor Mione H Goldspink	- Executive Member for Neighbourhoods
Councillor Carl Brittain	- Executive Member for Financial Sustainability
Councillor Alex Daar	- Executive Member for Communities
Councillor Joseph Dumont	- Executive Member for Corporate Services
Councillor Vicky Glover-Ward	- Executive Member for Planning and Growth
Councillor Sarah Hopewell	- Executive Member for Wellbeing
Councillor Tim Hoskin	- Executive Member for Environmental Sustainability
Councillor Chris Wilson	- Executive Member for Resident Engagement

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<https://www.youtube.com/user/EastHertsDistrict>

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A Member, present at a meeting of the Authority, or any committee, sub-committee, joint committee or joint sub-committee of the Authority, with a Disclosable Pecuniary Interest (DPI) in any matter to be considered or being considered at a meeting:

- must not participate in any discussion of the matter at the meeting;
- must not participate in any vote taken on the matter at the meeting;
- must disclose the interest to the meeting, whether registered or not, subject to the provisions of section 32 of the Localism Act 2011;
- if the interest is not registered and is not the subject of a pending notification, must notify the Monitoring Officer of the interest within 28 days;
- must leave the room while any discussion or voting takes place.

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AGENDA

1. Apologies

To receive any apologies for absence.

2. Leader's Announcements

To receive any announcements from the Leader of the Council.

3. Minutes (Pages 6 - 17)

To approve as a correct record the Minutes of the meeting held on 18 November 2025.

4. Declarations of Interest

To receive any Member(s) declaration(s) of interest.

5. Parking Strategy - Off Street TROs - Objections Report (Pages 18 - 52)

6. Draft Budget 2026/27 and Medium term Financial Plan 2026-2031 (Pages 53 - 105)

7. Treasury Management 2025/26 Mid-Year Review (Pages 106 - 119)

8. Strategic Risk Register Quarter 2 Monitoring 2025/26 (Pages 120 - 125)

9. Financial Management 2025/26 - Quarter 2 Forecast to Year End (Pages 126 - 136)

10. Exclusion of Press and Public

No Part II business has been notified for this meeting. If Part II business is notified and the procedures set out in the Local Authorities (Executive Arrangements) (Meetings and Access to Information) (England) Regulations 2012 have been complied with, the Chairman will move: -

That under Section 100(A)(4) of the Local Government Act 1972, the press

and public be excluded from the meeting during the discussion of item XX on the grounds that it involves the likely disclosure of exempt information as defined in paragraph XX of Part 1 of Schedule 12A of the said Act and the public interest in maintaining the exemption outweighs the public interest in disclosing the information.

11. Urgent Business

To consider such other business as, in the opinion of the Chairman of the meeting, is of sufficient urgency to warrant consideration and is not likely to involve the disclosure of exempt information.

Agenda Item 3

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MINUTES OF A MEETING OF THE EXECUTIVE HELD IN THE COUNCIL CHAMBER, WALLFIELDS, HERTFORD ON TUESDAY 18 NOVEMBER 2025, AT 7.00 PM

PRESENT: Councillor B Crystall (Chairman/Leader)
Councillors M Goldspink, C Brittain, A Daar,
J Dumont, V Glover-Ward, S Hopewell,
T Hoskin and C Wilson.

ALSO PRESENT:

Councillors D Andrews, B Deering

OFFICERS IN ATTENDANCE:

James Ellis	- Director for Legal, Policy and Governance and Monitoring Officer
Jonathan Geall	- Director for Communities
Laura Guy	- Principal Planning Policy Officer
Brian Moldon	- Director for Finance, Risk and Performance
Sara Saunders	- Director for Place
Helen Standen	- Chief Executive
Stephanie Tarrant	- Assistant Director for Democracy, Elections and Information Governance

236 APOLOGIES

There were no apologies for absence.

237 LEADER'S ANNOUNCEMENTS

The Leader welcomed everyone to the meeting and reminded attendees that the meeting was being webcast. The full webcast of the meeting can be viewed here: [Executive - 18 November 2025](#)

238 MINUTES - 7 OCTOBER 2025

The Executive Member for Neighbourhoods proposed, and the Executive Member for Resident Engagement seconded a motion that the Minutes of the meeting held on 7 October 2025 be approved as a correct record and be signed by the Leader. On being put to the meeting and a vote taken, the motion was declared CARRIED.

RESOLVED – that the Minutes of the meeting held on 7 October 2025 be approved as a correct record and signed by the Leader.

239 DECLARATIONS OF INTEREST

There were no declarations of interest.

240 LOCAL GOVERNMENT REORGANISATION IN HERTFORDSHIRE – SUBMISSION OF FINAL PROPOSALS

The Leader of the Council presented the report on Local Government Reorganisation in Hertfordshire – Submission of final proposals. He acknowledged the outcome of the indicative vote from Council on [13 November 2025](#) and highlighted that the Executive was to express the preference to be included in the submission to Government. It was noted that the submission was required to be made by 28 November 2025 and that it would be Government that made the final decision.

The Leader of the Council proposed the recommendation as set out in the report. The Executive Member for Neighbourhoods seconded the proposal.

The Executive Member for Communities highlighted that the last reorganisation of local government had taken seven years, whereas the current move to unitary authorities was due to take place over two years. She acknowledged that residents would find the principle of fewer layers to government less confusing, however expressed concern that the proposal stemmed from austerity cuts and lacked funding for key issues such as social care for the ageing population. Having reviewed the evidence, they believed the three-unitary model to be the least damaging option, highlighting that East Herts could suffer financially under the four-unitary model and that the two-unitary model would be too large democratically.

The Executive Member for Planning and Growth reiterated their views on the consultation process for local government reorganisation, explaining that whilst they would have supported a genuine bottom-up review to improve operational models, the current process had been flawed and constrained. They acknowledged the government's claim that councils required populations of 500,000, however noted research from the District Council Network which found that smaller councils performed better and were more cost-effective. Despite financial projections, they supported the four-unitary model, noting that evidence and personal experience demonstrated smaller councils could succeed and acknowledged that four councils would be the best option for a large rural area like East Herts and respected the majority view.

The Executive Member for Wellbeing considered the uncertainty of long-term financial projections. They reflected on the burden of wanting to achieve projects, such as swimming pools, but being constrained by limited finances. Whilst recognising strong arguments for local democracy, they emphasised that democracy was only meaningful if it was supported by adequate financial resources.

The Executive Member for Environmental Sustainability

highlighted that the choice was between protecting local democracy and ensuring fiscal prudence for residents. They noted that each model included a community engagement structure, although none had a monopoly on protecting locality. Drawing on experience, they emphasised the need for financial sustainability to support services and summarised their view on each option.

The Executive Member for Neighbourhoods advised that they were not in favour of the reorganisation of local government, believing it would not improve service delivery and would instead create fragmentation. They expressed concerns that fewer councillors would face heavier workloads becoming like full-time professionals, which would reduce the diversity of future councillors and harm representation. They concluded that the three-unitary model represented the least bad option, since two would be too remote and four would be fragmented and difficult to manage.

The Executive Member for Financial Sustainability noted that the two-unitary option had been unpopular, with size seen as its only advantage. He cited Cumbria's recent experience, where the larger council had struggled financially whilst the smaller had succeeded, concluding that size was not the key issue. He expressed concerns about the four-unitary model being proposed, particularly in relation to boundary changes, the complexity of aggregating services and the loss of corporate knowledge. He noted that given limited resources and the wider financial difficulties, the three-unitary model would be the safest and least complex option.

The Executive Member for Resident Engagement reflected on the many views expressed throughout recent debates and conversations with residents, acknowledging that the reorganisation was not seen as the best outcome. He acknowledged that how services were delivered was more important than boundary lines, noting that district-level services could still be managed locally within larger unitary authorities. He recognised that three-unitary

model looked financially strongest, however expressed reservations. He noted that the four-unitary model was too uncertain with unresolved boundary changes. He emphasised that the decision should not be based on party politics, noting residents would live with the outcome for decades.

The Executive Member for Corporate Services advised that it had been difficult to determine the best option when the information available had been insufficient. He acknowledged alternative ideas, such as a single unitary authority with stronger towns and parishes, as raised during the Council discussion. He welcomed the chamber debate, acknowledging that whilst views had been diverse, no one had believed the reorganisation was genuinely good for communities. He expressed concern about the financial burden and noted that the complexity of implementation would be costly and disruptive. He acknowledged that genuine reform was needed, with councils empowered to raise revenue locally, rather than the current system.

The Conservative Group Leader spoke on behalf of the Conservative group. He reiterated strong opposition to the proposed local government reorganisation and to the proposal of an Elected Mayor. Whilst recognising that the decision remained with the Executive, he noted that the Extraordinary Council meeting had produced a majority vote in favour of the four-unitary model, for which it appeared the Executive was not minded to agree.

The Leader of the Council recognised the comments and noted that at the Extraordinary Council meeting a number of Members abstained from the vote, which included Members of the Executive. This was supported by the Executive Member for Corporate Services who noted that they had listened to the views of Members before forming their own opinion.

The Leader thanked officers for the huge amount of effort and work undertaken to get to this point of the process.

The Leader of the Council thanked Members for their contributions and explained that the choice lay between financial sustainability and local democratic representation. He stated that the four-unitary model did not necessarily provide better representation, highlighting large variations in elector-to-councillor ratios and significant inequalities across wards. He noted that boundary reviews could take years to resolve and illustrated how residents in current wards would lose councillors under the four-unitary model. By contrast, he highlighted that the three-unitary model would preserve stronger representation, giving residents more councillors than under the four-unitary model.

The Leader of the Council recognised that following the Extraordinary Council meeting on 13 November 2025, during which Councillors from all parties expressed anger and frustration with the Local Government Re-organisation process, proposed the following amendment to add a second recommendation as follows:

- Add: That the Executive resolves that the Leader write to the Secretary of State for Housing, Communities and Local Government at MHCLG, setting out strong objection to the changes being imposed on the district, the manner in which they are being implemented, and the threat they pose to local democratic representation for residents

Councillor Goldspink seconded the amendment.

The Conservative Group Leader confirmed that the group would align to the proposed wording and approach. He noted that the key outcome was to deliver the best result for residents, noting that the majority of the Conservative Group voted for the four-unitary model with others abstaining due to a dislike of the whole process.

The Executive Member for Communities stressed the importance of East Herts' strong network of town and

parish councils, noting that this was unique compared with areas such as Broxbourne and Stevenage, where such councils did not exist. She expressed concern that reorganisation could lead to a collapse into a single model, risking the loss of this local democratic representation.

Having been proposed and seconded, the amendment was put to the meeting and upon a vote being taken, was declared CARRIED.

Having been proposed and seconded, the recommendation in the report was put to the meeting and upon a vote being taken option b) was CARRIED.

RESOLVED – Executive agreed option b) as the as the preferred option:

b) Submit proposal and identify modified three unitary option (3UA modified) as preferred and request that Secretary of State formally modify the proposal by agreeing boundary changes, as set out in the proposal.

Having been proposed and seconded, the additional recommendation was put to the meeting and upon a vote being taken was CARRIED.

RESOLVED – That the Leader write to the Secretary of State for Housing, Communities and Local Government at MHCLG, setting out strong objection to the changes being imposed on the district, the manner in which they are being implemented, and the threat they pose to local democratic representation for residents.

241 COUNCIL TAX SUPPORT SCHEME 2026/27

The Executive Member for Financial Sustainability presented the report on the Council Tax Support Scheme

for 2026/27. He explained that Council Tax Support schemes were devised annually by local authorities and had to be approved before 11 March. The proposal to move to a banded scheme, intended to reduce administration costs, had been worked on during the year, however due to the complexity of the proposed changes, significant work was required to ensure the scheme would remain broadly cost neutral compared to the current model, whilst also ensuring that individuals would not be materially worse off. As a result, there was insufficient time to finalise and consult on the scheme and it was proposed that the existing scheme remained unchanged for 2026/27.

The Executive Member for Financial Sustainability said that work on a banded scheme was to continue, with a consultation planned for early in the new financial year. Neither the County Council nor the police had raised any objection to the unchanged scheme for 2026/27.

The Executive Member for Financial Sustainability proposed that the recommendation in the report be supported. The Executive Member for Communities seconded the proposal.

The motion to support the recommendation, having been proposed and seconded, was put to the meeting and upon a vote being taken, was declared CARRIED.

RESOLVED – To recommend to Council that there be no change to the local council tax support scheme for 2026/27.

242

PLAYING PITCH AND OUTDOOR SPORT STRATEGY

The Executive Member for Planning and Growth presented the report on the Playing Pitch and Outdoor Sport Strategy. She advised that the Council had agreed to undertake a review of the district plan including an update of the evidence documents needed to support the new District Plan.

The Executive Member for Planning and Growth said that the Playing Pitch and Outdoor Sports Strategy 2025 replaces the previous playing pitch strategy, published in 2017. The report summarised the findings, provided a robust assessment of the supply and demand for outdoor sports facilities across East Herts and set out a framework for protecting, enhancing and providing new facilities to meet community needs up to 2043.

Members acknowledged some shortfalls in grass pitches for football, rugby and cricket and quality issues being a major factor in participation. There was a need for additional 3G pitches and a new full-size hockey pitch, alongside provision for emerging sports such as paddle. Demand for non-pitch sports was broadly being delivered; however, some clubs were operating at or above capacity.

The Executive Member for Planning and Growth proposed that the recommendation in the report be supported. The Executive Member for Corporate Services seconded the proposal.

Members commented on the lack of running track facilities in Bishop's Stortford and noted that as there was no existing club locally, feedback would not have been incorporated. Officers advised that whilst the evidence base followed Sport England Guidance, it also took account of the Governing Bodies with England Athletics on the steering group. Officers advised that dialogue was ongoing and did not preclude other options coming forward.

Members expressed a concern in relation to 3G pitches and their characteristics. Members noted that whilst Sports England were currently supporting them, there was research ongoing into the environmental impact of the microplastic particles and the potential for alternative infill materials.

Members welcomed the importance placed on sports, exercise and wellbeing and noted that being able to provide facilities at grassroots level was important.

The motion to support the recommendation, having been proposed and seconded, was put to the meeting and upon a vote being taken, was declared CARRIED.

RESOLVED – To recommend to Council that:

- a) The Playing Pitch and Outdoor Sports Strategy, attached as Appendix A, B and C be agreed as part of the evidence base to inform the new East Herts District Plan and as a material consideration for Development Management purposes in the determination of planning applications.
- b) Future updates of the Playing Pitch and Outdoor Sport Action Plan be delegated to the Director for Place, in consultation with the Executive Member for Planning and Growth.

243 **DISPOSAL OF COUNCIL-OWNED LAND SURPLUS TO REQUIREMENTS**

The Executive Member for Financial Sustainability presented a report which detailed the disposal of two Council-owned assets surplus to requirements.

The first asset for consideration was land at Harlow Mill. A sale or reduction in the ownership of this land would save the council from the liability of ongoing inspections and tree surveys. The site map and estimated value of the land was included within the exempt appendix A.

The second asset for consideration was a piece of land in Hertford. Two buildings on the land were now at the end of their useful lives and the tenants would like to work in partnership with East Herts to sell the site.

The Executive Member for Financial Sustainability said

that a reduction in the ownership of this land would save the council from the liability of ongoing road and street lighting maintenance as the access road to these sites were not public highway and were maintained at the expense of East Herts Council. The site map and details of the existing tenancies were included within the exempt appendix A.

The Executive Member for Financial Sustainability proposed that the recommendation in the report be supported. The Executive Member for Resident Engagement seconded the proposal.

The motion to support the recommendation, having been proposed and seconded, was put to the meeting and upon a vote being taken, was declared CARRIED.

RESOLVED - Executive agreed that:

(A) land at Harlow Mill, Sawbridgeworth be disposed of for best consideration, with authority to determine the method and management of the disposal delegated to the Director for Communities.

(B) land in Hertford be disposed of for best consideration, with authority to determine the method of disposal delegated to the Director for Communities and confirmation to proceed to actual disposal delegated to the Executive Member for Financial Sustainability, acting in consultation with the Director for Communities.

244 URGENT BUSINESS

There was no urgent business.

The meeting closed at 8.12 pm

Chairman

Date

Agenda Item 5

EAST HERTS DISTRICT COUNCIL

EXECUTIVE

DATE: TUESDAY, 13 JANUARY 2026

**REPORT BY: COUNCILLOR TIM HOSKIN - EXECUTIVE MEMBER
FOR ENVIRONMENTAL SUSTAINABILITY**

**REPORT TITLE: PROPOSED CHANGES TO CAR PARK
OPERATIONAL HOURS, TARIFFS AND MAXIMUM STAY PERIODS**

WARD(S) AFFECTED: ALL

1. PURPOSE/SUMMARY OF REPORT

- 1.1 This report seeks approval for targeted amendments to East Hertfordshire District Council's (EHDC) off-street parking arrangements, following public consultation on proposed changes to car park operational hours, tariffs, and maximum stay periods across Council's car parks.
- 1.2 The consultation was open from 9 October 2025 to 6 November 2025, allowing residents, businesses, and visitors to provide feedback on the draft proposals. As a result of the consultation and following analysis of feedback, some of the original proposals have been amended and these are outlined in section (5).
- 1.3 The proposed amendments are intended to improve the availability and efficient use of parking spaces within East Herts Council's car parks by increasing capacity through better space turnover. They also support the introduction of standardised operational hours and a consistent charging approach across rural car parks, in line with the objectives of the East Herts Parking Strategy, which was adopted by Council in February 2025.
- 1.4 The changes ensure a fair and equitable contribution from users towards the ongoing maintenance, management, and upkeep of parking facilities, including during periods that are currently provided

free of charge, such as weekends. Establishing consistent charging arrangements across sites promotes clarity for users, improves compliance, and supports the long-term financial sustainability of the parking estate.

2. RECOMMENDATIONS FOR EXECUTIVE

That Executive:

- (A) Approve the extension of operational hours at Bowling Green Lane, Buntingford, to 7:30 am - 6:30 pm and the introduction of weekend charging, subject to the following mitigation:
 - Retention of the proposed Monday to Friday tariffs with no inflationary increase over the existing structure currently applied in Stanstead Abbotts.
 - Introduction of Saturday charging at the same tariff levels as Monday to Friday, to ensure consistency across rural car parks.
 - Introduction of a flat £1.50 all-day charge on Sundays and Public Holidays.
- (B) Approve the introduction of weekend charging at Bell Street, Sawbridgeworth, aligned with existing weekday tariff levels, subject to the following mitigations:
 - Retention of existing Monday to Friday tariffs with no inflationary increase.
 - Introduction of Saturday charging at the same tariff levels as Monday to Friday, to ensure consistency across rural car parks.
 - Introduction of a flat £1.50 all-day charge on Sundays and Public Holidays.
- (C) Approve the introduction of a maximum stay of 3 hours for all customers at Gascoyne Way Level A, Hertford.
- (D) Approve amendments at Old London Road, Hertford, to provide both short-stay and long-stay parking.
- (E) Approve the introduction of a 2.5-hour parking charge at Grange Paddocks A, Bishop's Stortford.

- (F) Approve the extension of operational hours to 8:00 pm at Grange Paddocks B and C, Bishop's Stortford.
- (G) Approve the merger of Kibes Lane North and Kibes Lane South, Ware, into a single car park, operating as short-stay parking Monday to Saturday and long-stay parking on Sundays and public holidays.
- (H) Approve the renaming of the Library Car Park, Ware, to Burgage Lane, and the reduction of the maximum stay to three hours.
- (I) Approve the merger of Amwell End East and Amwell End West, Ware, into a single Amwell End Car Park.
- (J) Approve the conversion of several under-utilised disabled bays to Parent and Child bays at Northgate End, Bishop's Stortford.
- (K) Approve corrections to administrative and operational arrangements at Link Road and Jackson Square, Bishop's Stortford, including car club bays and operational hours.
- (L) Approve the introduction of a maximum free parking period of 3 hours for Blue Badge holders across all Council-managed car parks in disabled and regular bays, and allow vehicles to remain in excess of the 3 free hours, during chargeable periods, with payment made.

Note that the Order also provides for tariff increases from April 2026, in line with the Consumer Price Index (CPI), as previously agreed by the Council. Following feedback from the consultation, it is proposed that car parks in Buntingford, Sawbridgeworth, and Stanstead Abbotts are not subject to inflationary increases in the existing applicable tariffs for 2026/27

3. PROPOSALS AND RATIONALE

- 3.1. The changes proposed in the consultation regarding the rural car parks were:

Bowling Green Lane, Buntingford

- Current Policy: Bowling Green Lane is the only East Herts Council managed car park in Buntingford, providing 104 spaces, including two Blue Badge bays, with a mix of short- and long-stay parking. It currently operates from 9:00am to 3:00pm, offers 1.5 hours' free

parking, and charges £2.10 for up to three hours or £4.20 for all-day parking. Parking is free at weekends.

- Proposed Change: Extend the car park's operational hours to 7:30am–6:30pm and introduce parking charges on weekends, matching Stanstead Abbotts Rural car park's hours (7:30am – 6:30pm). On weekdays and Saturday, there would be a 30-minute free period, and charges would start at 75p for an hour. On Sunday, the £2.10 all day charge would apply.
- Rationale: The proposed changes have been put forward to create standard operational hours and a consistent way of charging across the 'rural' car parks.

Bell Street, Sawbridgeworth

- Current Policy: Bell Street Car Park is the only East Herts Council managed car park in Sawbridgeworth, offering 143 spaces, including 10 Blue Badge bays and 4 nursery permit bays. Parking is currently free at weekends. On weekdays, the tariff ranges from 50p for one hour up to £5.30 for all-day parking.
- Proposed Change: Introduce weekend charges, applying the same tariff as weekdays. On weekdays and Saturday there would be a 30-minute free period and charges would start at 75p for an hour. On Sunday, the £2.10 all day charge would apply.
- Rationale: The proposed changes have been put forward to create standard operational hours and a consistent way of charging across the 'rural' car parks.

3.2. The changes proposed in the consultation in the in urban car parks were:

Gascoyne Way Level A, Hertford.

- Current Policy: Gascoyne Way Level A in Hertford is open 24/7. From Monday to Saturday, charging operates between 7:30am and 8:00pm, with a 30-minute free period and tariffs ranging from £1.20 for one hour up to £6.00 for five hours. On Sundays, bank holidays, and public holidays, there is a flat all-day charge of £2.00.
- Proposed Change: Reduce the maximum stay at Gascoyne Way Level A to 3 hours.

- Rationale: The proposed changes have been put forward to provide additional capacity and promote the better use of space in our car parks.

Old London Road, Hertford

- Current Policy: Old London Road Car Park has 77 spaces, including six Blue Badge bays. It operates 24/7 and is free on Christmas Day. The first 30 minutes are free. From Monday to Saturday, charges apply between 7:30am and 8:00pm, with tariffs of £6.00 for up to five hours and £7.20 for all-day parking. On Sundays and bank holidays, an all-day charge of £2.00 applies.
- Proposed Change: Amend the car park to offer both long-stay and short-stay parking options.
- Rationale: The proposed changes have been put forward to provide additional capacity and promote the better use of space in our car parks.

Grange Paddocks A

- Current Policy: Grange Paddocks A is open 24/7 and provides 80 parking spaces. Operational hours run Monday to Saturday from 9:00am to 8:00pm, with an all-day charge of £3.50. On Sundays, parking is charged at £2.00 for all day.
- Proposed Change: Introduce a new 2.5-hour parking charge at Grange Paddocks A, Bishop's Stortford.
- Rationale: The proposed changes have been put forward to provide additional capacity and promote the better use of space in our car parks.

Grange Paddocks B & C

- Current Policy: Grange Paddocks B & C provide 150 parking spaces. Operational hours run Monday to Saturday from 9:00am to 5:00pm, offering 2.5 hours' free parking. Charges apply thereafter, including £3.50 for up to five hours. On Sundays and public holidays, there is a flat £2.00 all-day charge.
- Proposed Change: Extend the operational hours at Grange Paddocks B & C, Bishop's Stortford, to 8:00pm.

- Rationale: The proposed changes have been put forward to provide additional capacity and promote the better use of space in our car parks.

Kibes Lane North & Kibes Lane South (Ware)

- Current Policy:
 - Kibes Lane North: Open 24/7 with 59 spaces, including 2 parent-and-child spaces, for short-term parking. Operational hours are Monday to Saturday, 7:30am to 8:00pm, with the first 30 minutes free. Charges range from £1.20 for 1 hour to £6.00 for 5 hours. On Sundays and public holidays, there is a flat all-day charge of £2.00.
 - Kibes Lane South: Open 24/7 with 56 spaces, including 6 Blue Badge bays, designated for long-term parking. Operational hours are Monday to Saturday, 7:30am to 8:00pm, with the first 30 minutes free. Charges are £6.00 for up to 5 hours and £7.20 for all-day parking. On Sundays and public holidays, the all-day charge is £2.00.
- Proposed Change: Merge Kibes Lane North & Kibes Lane South (Ware) into one car park, with short-stay Mon–Sat and long-stay on Sundays/public holidays.
- Rationale: The proposed changes have been put forward to provide additional capacity and promote the better use of space in our car parks.

Library Car Park (Ware)

- Current Policy: Open 24/7 with 76 spaces, including 3 blue-badge bays, for short stay parking, with 5-hour maximum stay. Operational hours are Monday to Saturday, 7:30am to 8:00pm, with the first 30 minutes free. Charges range from £1.20 for 1 hour to £6.00 for 5 hours. On Sundays and public holidays, there is a flat all-day charge of £2.00.
- Proposed Change: Rename the Library car park (Ware) to “Burgage Lane” and reduce maximum stay to 3 hours.
- Rationale: The proposed changes have been put forward to provide additional capacity and promote the better use of space in our car parks.

- Rationale: The proposed changes have been put forward to provide additional capacity and promote the better use of space in our car parks.

Amwell End East and Amwell End West

- Current Policy:
 - Amwell East Car Park - Open 24/7 with 25 spaces, including 2 blue-badge bays, for long and short stay parking. Operational hours are Monday to Saturday, 7:30am to 8:00pm, with the first 30 minutes free. Charges range from £1.20 for 1 hour to £7.80 for all-day. On Sundays and public holidays, there is a flat all-day charge of £2.00.
 - Amwell West Car Park - Open 24/7 with 56 spaces, including 2 blue-badge bays, for long and short stay parking. Operational hours are Monday to Saturday, 7:30am to 8:00pm, with the first 30 minutes free. Charges range from £1.20 for 1 hour to £7.80 for all-day. On Sundays and public holidays, there is a flat all-day charge of £2.00.
- Proposed Change: Combine Amwell End East and Amwell End West into a single Amwell End car park.
- Rationale: The proposed changes have been put forward to provide additional capacity and promote the better use of space in our car parks.

Northgate End (Bishop's Stortford)

- Current Policy: The car park operates from 7:00am to 11:00pm and provides 573 spaces, including 54 electric vehicle charging bays and 31 disabled bays. Charging hours run Monday to Saturday from 7:30am to 8:00pm, with tariffs ranging from £1.00 for one hour up to £4.20 for all-day parking. On Sundays and public holidays, a flat all-day charge of £1.60 applies.
- Proposed Change: Convert eleven underused disabled bays on the ground floor at Northgate End (Bishop's Stortford) to Parent & Child bays.
- Rationale: The proposed changes have been put forward to provide additional capacity for parents with children and promote the better use of space in our car parks.

Link Road and Jackson Square

- Current Policy:
 - Link Road - Open 24/7 with 100 spaces, including 2 blue-badge bays, for long and short stay parking. Operational hours are Monday to Saturday, 7:30am to 8:00pm. Charges range from £1.20 for 1 hour to £6.00 for all-day. On Sundays and public holidays, there is a flat all-day charge of £2.00.
 - Jackson Square- The car park has 708 spaces, including 36 blue-badge bays, for short stay parking of maximum 5 hours. Operational hours are Monday to Saturday, 7:30am to 6:30pm. Charges range from £1.20 for 1 hour to £6.00 for 5 hours. On Sundays and public holidays, there is a flat all-day charge of £2.00.
- Proposed Change: Correct administrative issues in Link Road and Jackson Square, Bishop's Stortford relating to car club bays and operational hours.
- Rationale: The proposed changes have been put forward to correct administrative issues.

3.3. The changes proposed in the consultation for all car parks were:

Blue Badge Parking across all Council Car Parks

- Current Policy: Blue Badge holders can park in any Council car park free of charge but should display their blue badge at all times. They are encouraged to use designated blue badge spaces as a priority where these are available.
- Proposed Change: Introduce a 3-hour limit on free parking for Blue Badge holders across all Council car parks, with no return within the same chargeable period.
- Rationale: The proposed changes for introducing a 3-hour limit for free Blue Badge parking in all East Herts Council car parks, are intended to improve turnover and availability of accessible spaces while supporting consistent and effective parking management across the district.

3.4. The order will also raise charges in all car parks from April 2026 in line with the Consumer Price Index.

4. BACKGROUND

4.1 East Hertfordshire District Council currently operates 25 off-street car parks across the district. Following a comprehensive review of its Off-Street Parking Places, the Council is proposing amendments to the 2014 Off-Street Parking Places Orders to improve the efficiency, consistency, and management of parking provision across both urban and rural locations.

4.2 In October 2025, the Council undertook a district-wide [public consultation](#) on a series of proposed changes to council-managed car parks. The consultation ran from 9 October 2025 to 6 November 2025 sought views on proposed changes to operational hours, tariffs, maximum stay periods, and parking arrangements for specific user groups.

4.3 The proposals were developed in line with the East Herts Parking Strategy and relevant County Transport Plans and were subject to statutory consultation with Hertfordshire County Council, as well as consultation with the Police and Fire and Rescue Service.

4.4 The consultation also clarified that separate tariff increases, previously agreed and aligned with Consumer Price Index (CPI) adjustments from April 2026, were not part of this consultation but remain scheduled for future implementation.

4.5 A total of 636 responses were received via the online consultation survey. In addition, formal written objections were submitted by the Chair of Buntingford Chamber of Commerce and Buntingford Town Council. All responses and objections have been reviewed and analysed by officers.

4.6 The following section summarises the key themes arising from the consultation responses and objections, together with officer responses.

5. CONSULTATION RESPONSE

5.1 A total of 636 responses were received via the online consultation survey. In addition, formal written objections were submitted by the Chair of Buntingford Chamber of Commerce, Hertford Town Council, and Buntingford Town Council. All responses and objections have been reviewed and analysed by officers.

5.2 The table below sets out the total number of responses received through the online consultation survey, together with the objections submitted.

Proposal	Total no of responses	No of objections
Extend operational hours at Bowling Green Lane, Buntingford to 7:30am–6:30pm and introduce weekend charging.	182	181
Introduce weekend charges at Bell Street, Sawbridgeworth, aligned with weekday tariffs.	243	241
Introduce a 3-hour maximum stay for all customers at Gascoyne Way Level A, Hertford.	44	44
Amend Old London Road, Hertford to include both long-stay and short-stay options.	5	4
Introduce a 2.5-hour parking charge at Grange Paddocks A, Bishop's Stortford.	91	75
Extend operational hours at Grange Paddocks B & C, Bishop's Stortford to 8:00pm.	37	29
Merge Kibes Lane North & Kibes Lane South (Ware) into one car park, with short-stay Mon–Sat and long-stay on Sundays/public holidays.	80	68
Rename the Library car park (Ware) to	54	43

“Burbage Lane” and reduce maximum stay to 3 hours.		
Combine Amwell End East and Amwell End West into a single Amwell End car park.	23	9
Convert underused disabled bays at Northgate End (Bishop’s Stortford) to parent & child bays.	26	14
Correct administrative issues in Link Road and Jackson Square, Bishop’s Stortford relating to car club bays and operational hours.	13	4
Introduce a 3-hour limit on free parking for Blue Badge holders across all Council car parks.	111	102

5.3 Section 6 summarises the key themes arising from the consultation responses and objections, together with officer responses.

6. OVERALL THEMES

6.1. The main themes from the consultation responses for the rural car parks are as follows:

Consultation response theme	Officer response
Negative economic impact on local businesses/facilities/schools	The East Herts Parking Strategy seeks to support town and local centres by ensuring the efficient use and turnover of parking spaces, particularly in locations experiencing prolonged stays. Introducing weekend and evening charging aligns with the Strategy’s objective to create a consistent and fair charging structure across operational days. In response to consultation concerns regarding affordability and potential impacts on rural communities, officers recommend that objections to the introduction of weekend charging in Buntingford, Sawbridgeworth, and Stanstead Abbotts Rural car

	<p>parks be overruled. However, after carefully considering the points made and with a view to softening the impact on users of rural car parks the following mitigations be applied:</p> <ul style="list-style-type: none"> - Monday to Friday tariffs will remain unchanged across all three rural car parks, instead of applying an inflationary increase - Saturday charging will be introduced in Buntingford and Sawbridgeworth, aligned with existing weekday rates. - A flat all-day Sunday charge of £1.50 will apply across all three rural car parks, including Bowling Green Lane (Buntingford), Bell Street (Sawbridgeworth), and Stanstead Abbotts Rural car park, instead of the original £2.10 originally consulted upon. <p>Officers consider that these measures strike an appropriate balance between ensuring consistency in parking management, supporting turnover, and recognising the unique characteristics of rural car parks. This approach mitigates financial impacts on local residents and businesses, while remaining consistent with the wider Parking Strategy.</p>
<p>This scheme will displace those seeking free parking on the high street to nearby residential streets</p>	<p>The Parking Strategy recognises the potential for displacement following changes to charging arrangements and requires a network-wide approach to parking management. Weekend and evening charging is intended to manage demand within council-operated car parks rather than displace it. Officers consider the risk of significant displacement to be limited; however, post-implementation monitoring will be undertaken. Should displacement issues arise, the Strategy provides scope for further review and mitigation measures.</p>
<p>Financial burden on residents</p>	<p>The objection is acknowledged, and mitigations have been applied. To reduce financial impact on</p>

resulting from higher tariffs or longer charging hours	residents, weekday tariffs will not increase, and Saturday charging will match weekday rates. The introduction of a £1.50 all-day Sunday charge provides a low-cost option for longer stays. Officers consider this approach fair, proportionate, and consistent with the Parking Strategy's requirement that users contribute reasonably to the upkeep of parking facilities.
30 minutes free parking is not enough.	The provision of a 30-minute free parking period is intended to support short visits while discouraging longer stays that reduce space availability. This approach is consistent with the Parking Strategy's emphasis on turnover and accessibility. Longer visits remain possible through paid parking at reasonable tariff levels.
Adverse impact on health, wellbeing, and community participation (e.g. gym visits, walks, sports activities, short community trips)	While the Council recognises the importance of access to leisure, health, and community activities, the Parking Strategy also promotes sustainable travel choices and efficient parking management, particularly for short, local trips. The introduction of weekend charging is not considered likely to materially deter participation, given the continued availability of short free stays and low-cost parking options. The proposal supports broader objectives to manage demand and reduce congestion during busy periods.
Low Usage / Lack of Justification for Extended Operational Hours	The Parking Strategy requires decisions to be evidence-led and consistent across the parking estate. Operational hours and tariffs are reviewed using occupancy surveys, turnover, demand modelling, and financial assessments. Extended hours are only proposed where data shows pressure on availability, misuse, or a need to manage assets consistently across the district. Additional evidence requested by respondents will be incorporated into the final decision process.
Medical	The objection is acknowledged. The extension of

appointments & School pick up after 3pm	<p>charging hours to 6:30 pm in Buntingford is intended to introduce consistent parking management during periods of continued demand, including weekday afternoons. While it is recognised that some users rely on parking for medical appointments or school pick-ups, the proposals retain a free short-stay parking period, which is considered sufficient for many drop-off and collection activities.</p> <p>Longer stays remain available through paid parking at modest tariff levels, ensuring continued access while improving space availability for a wider range of users. The Council considers the extension of charging hours to be proportionate and consistent with the objectives of the East Herts Parking Strategy to promote fair use, turnover, and effective management of parking facilities.</p>
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6.2. The main themes from the consultation responses for the urban car parks are as follows:

Consultation response theme	Officer response
Insufficient time for shopping, leisure use, or completing visits due to reduced maximum stay periods	<p>The comment is noted. The Parking Strategy Parking Strategy - December 2024 recognises that all-day is necessary in some cases, perhaps the availability of all-day parking in some town car parks lead to prolonged use of spaces. parking requires that short-stay car parks provide efficient turnover to maintain access to shops, leisure and essential services. Occupancy surveys demonstrate that the sites proposed for shorter maximum stays consistently operate above the 85% utilisation benchmark cited in the Strategy as requiring intervention. Reducing maximum stay duration is therefore consistent with the Strategy's approach to managing constrained assets and improving</p>

	availability.
Potential negative economic impact on local businesses and community facilities due to higher tariffs or extended charging hours	The Parking Strategy aims to balance economic vitality with sound management of parking assets. It is not anticipated that moderate evening charges will significantly reduce footfall when implemented alongside clear signage and suitable payment options. The Council will continue to monitor business impact through periodic reviews.
Financial burden on residents resulting from higher tariffs or longer charging hours	The comment is noted. The Parking Strategy requires that parking charges are fair, proportionate, and reflective of the cost of managing and maintaining parking facilities. Concessions or exemptions (where already in policy) are maintained, and the Strategy emphasises consistency, charges are adjusted to reflect demand patterns, not to create undue burden.
Low current usage or insufficient evidence to justify extended operational hours or increased charges	Operational hours and tariffs are reviewed using occupancy surveys, turnover, demand modelling, and financial assessments. Extended hours are proposed where data shows pressure on availability, misuse, or a need to manage assets consistently across the district.
Adverse impact on health,	While the Council recognises the importance of access to leisure, health, and community activities, the Parking Strategy also promotes sustainable

wellbeing, and community participation (e.g., gym visits, walks, sports activities, short community trips)	travel choices and efficient parking management, particularly for short, local trips. The introduction of evening charging is not considered likely to materially deter participation, given the continued availability of short free stays and low-cost parking options. The proposal supports broader objectives to manage demand and reduce congestion during busy periods.
Accessibility and inclusion concerns for disabled users, elderly people, carers, and families	Equality and accessibility considerations are a core requirement of the Parking Strategy . Blue Badge holders can park free for 3 hours. Officer assessment will ensure that any operational change does not disproportionately disadvantage protected groups. An Equality Impact Assessment (EIA) informs final recommendations.
Potential displacement of vehicles into surrounding residential roads	Displacement risk is assessed as part of the Parking Strategy's network-wide impact evaluation. Where modelling indicates likely overspill, mitigation may include reviewing Resident Permit Zones, monitoring post-implementation conditions, or adjusting proposals. The Council aims to prevent adverse effects on residential areas.
Impact on workers, commuters, and town visitors due to limited alternative long-stay parking options	The objection is acknowledged but recommended to be overruled. This proposal aligns with the Council's standard operating model, which prioritises short-stay parking closer to town centres while locating long-stay parking on the periphery to support turnover and efficient use of parking spaces. The Parking Strategy differentiates between short-stay (town-centre support) and long-stay (commuter/worker) needs. Where long-stay capacity is limited, proposals aim to align demand

	<p>with available supply and encourage alternative modes where feasible. Further review of long-stay provision may be undertaken if sustained unmet demand is evidenced.</p> <p>Baldock Street car park, situated approximately five minutes' walk from Kibes Lane, operates as a mixed-use facility on the edge of Ware and is currently under-utilised, providing an accessible alternative for longer-stay users. Customers may also be encouraged to consider sustainable travel options for short trips to the town centre, supporting the Council's wider objectives to reduce reliance on private vehicles.</p> <p>Officers therefore consider the conversion to be proportionate, justified, and consistent with the Parking Strategy, balancing effective parking management with accessibility for commuters and town visitors.</p>
Lack of alternative long-stay parking to offset reductions caused by conversion to short-stay or reduced maximum stay limits	<p>This comment is noted. Converting some sites to short-stay supports town-centre turnover and reduces congestion caused by long-stay occupation of prime spaces. However, the Parking Strategy requires that long-stay need be considered district-wide. If analysis shows an overall deficit, the Council may review capacity distribution, signage to existing long-stay options, or future provision planning.</p> <p>Please also see the response above for more information relating to this theme.</p>

6.3. The main themes from the consultation responses for the changes to blue badge holders are as follows:

Consultation response theme	Officer response

<p>3 hours is insufficient time for disabled users</p>	<p>The Council recognises the significant concerns raised regarding the adequacy of a 3-hour free parking limit for Blue Badge holders. The Department for Transport's The Blue Badge scheme: rights and responsibilities in England permits local authorities to apply time limits in off-street car parks, provided such restrictions are clearly advertised and implemented in accordance with equality duties.</p> <p>Having carefully considered consultation responses, officers recommend that objections to the proposed 3-hour free parking limit be overruled, subject to a modification to the original proposal. The Traffic Regulation Order will permit Blue Badge holders to remain parked beyond the initial 3-hour free period within the same chargeable period, provided the applicable parking tariff is paid for the additional duration.</p> <p>This modification represents a lessening of the proposal's potential impact while retaining the Parking Strategy objective of managing demand and ensuring space availability. From mid-January, the introduction of the National Parking Platform (NPP) across all Council car parks will provide flexible and accessible payment options, enabling Blue Badge holders to extend their stay where required, including for medical appointments, care visits, or social activities.</p> <p>This approach aligns with East Herts' Parking Strategy 2024, which states that car park management must balance turnover, space availability and accessibility for priority users. It has also informed the Equality Impact Assessment and is considered to represent a proportionate balance between accessibility for disabled users and the effective management of limited parking capacity.</p>
<p>Impact on Wellbeing, Social</p>	<p>The Council recognises that parking availability and duration can influence the ability of disabled residents to access services, amenities and community activities.</p>

Participation & Independence	<p>However, parking controls form part of a wider Parking Strategy designed to support town-centre accessibility for all users, including disabled people. In line with the Public Sector Equality Duty, the Council is required to consider potential impacts on participation and independence when implementing such measures. These matters will be assessed through the Equality Impact Assessment to ensure that any impacts on wellbeing and social participation have been properly considered within the overall policy framework.</p>
Fairness, Equality & Discrimination Concerns	<p>The Council notes concerns that the proposal may disproportionately affect disabled users and has carefully considered these issues in line with its duties under the Equality Act 2010. The Act permits differential treatment where it is objectively justified and proportionate, provided reasonable adjustments are considered and implemented.</p> <p>While objections to the introduction of a 3-hour free parking limit for Blue Badge holders are acknowledged, officers recommend that they be overruled, subject to the modification that Blue Badge holders may remain parked beyond the free period within the same chargeable period on payment of the applicable tariff. This adjustment ensures that disabled users are not prevented from completing longer visits while supporting turnover and availability of priority parking spaces.</p> <p>The proposal applies only to off-street car parks and does not remove or reduce the provision of designated disabled bays. The introduction of the National Parking Platform will further support accessibility by enabling flexible payment arrangements across all Council car parks.</p> <p>Consultation responses and the modified proposal have been assessed through the Equality Impact Assessment to ensure compliance with the Council's Public Sector Equality Duty and to avoid placing disabled users at a substantial disadvantage while supporting effective</p>

	parking management.
Medical, Care & Appointment Demands	<p>The Council acknowledges that some Blue Badge holders use car parks to access medical appointments, care services and day-centre activities, which may vary in duration. The Council's parking policies seek to facilitate access to essential services while also managing demand for limited parking capacity. In line with statutory equality duties, the Equality Impact Assessment will consider the potential impacts of the proposed time limit on those accessing health and care services, ensuring that the Council has had due regard to these factors when implementing the Traffic Regulation Order.</p>

7. IMPLICATIONS/CONSULTATIONS

7.1. Community Safety

- There are no community safety implications arising from this report.

7.2. Data Protection

- There are no data protection implications arising from this report.

7.3. Equalities

- An Equality Impact Assessment (EQIA) has been prepared to assess the proposals in detail and to ensure that any potential impacts on protected groups are fully considered and, where necessary, appropriately mitigated in accordance with the Council's statutory duties (as attached at Appendix A).
- In particular, the modification to the 3-hour free parking limit for Blue Badge holders (allowing payment for extended stays within the same chargeable period) has been incorporated to reduce potential adverse impacts on disabled users while maintaining turnover and space availability.

7.4. Environmental Sustainability

- The proposals support the Council's environmental sustainability objectives by promoting the efficient use of existing parking assets and discouraging unnecessary or prolonged car use during periods of high demand. Extending operational hours and improving consistency of parking controls helps to reduce circulation and congestion associated with drivers searching for free parking, particularly at weekends.

By encouraging appropriate parking duration and supporting turnover, the proposals contribute to improved traffic management and can help reduce vehicle emissions associated with congestion. The proposals make use of existing infrastructure and therefore do not require physical expansion of parking provision, minimising environmental impact.

7.5. Financial

- The proposals are principally designed to align tariff structures with the Parking Strategy objectives; however, officers expect there to be some additional income as a result. This will be captured in the 2026/27 budget setting process through Executive and Council. This income will contribute towards the ongoing management, maintenance, and enforcement of the Council's off-street parking facilities.
- Any additional revenue generated is intended to support the financial sustainability of the Council to help offset operational and maintenance costs. The proposals do not require significant capital investment, as they make use of existing parking infrastructure and systems.

7.6. Health and Safety

- There are no health and safety implications arising from this report.

7.7. Human Resources

- There are no human resources implications arising from this report.

7.8. Human Rights

- There are no human rights implications arising from this report.

7.9. Legal

- The proposals are made under the Road Traffic Regulation Act 1984. All statutory consultation requirements have been met, and the Council is satisfied that the proposed amendments to the Off-Street Parking Places Orders are lawful and can be implemented in accordance with the relevant legislation.

7.10. Specific Wards

- Hertford
- Bishop's Stortford
- Buntingford
- Sawbridgeworth
- Ware
- All wards - Blue Badge parking

8. BACKGROUND PAPERS, APPENDICES AND OTHER RELEVANT MATERIAL

- East Herts Parking Strategy 2024 - [Parking Strategy](#)
- DfT Guidance on 'The Blue Badge scheme: rights and responsibilities in England' - [The Blue Badge scheme: rights and responsibilities in England - DfT](#)
- Appendix A - Equality Impact Assessment
- Appendix B - Hertfordshire Local Authorities - Blue Badge (Off Street) Car Parking Conditions
- Appendix C - Current Car Park Charges and Traffic Regulation Order Proposed Charges

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Appendix A - Equality Impact Analysis Form

1. Equality Impact Analysis (EIA)

Title of Equality Impact Analysis (policy/change it relates to)	Traffic Regulation Order – Proposal to Reduce All-Day Free Parking for Blue Badge Users to a Three-Hour Maximum in all East Herts Council Car Parks	Date	December 2025
Team/Department	Parking Services – Operations		
Focus of EIA	<p>The Council is introducing a 3-hour limit on free parking for Blue Badge holders across all Council car parks.</p> <p>Purpose of the Assessment To improve turnover and availability of accessible spaces while supporting consistent and effective parking management across the district.</p>		

Please note: Prepopulated data for protected categories other than Age and Gender come from 2011 census results¹ on the district, the Age and Gender data comes from ONS mid-year estimates². If the service has specific demographic data for service users/residents than this should be used instead.

¹<https://www.nomisweb.co.uk/census/2011>

²<https://www.ons.gov.uk/peoplepopulationandcommunity/populationandmigration/populationestimates/datasets/populationestimatesforukenglandandwalesscotlandandnorthernireland>

2. Review of information, equality analysis and potential actions

Protected characteristics groups from the Equality Act 2010	What do you know?	What do people tell you?	What can you do?
Age	<p>East Herts has a broad age profile with a notable concentration of middle-aged and older residents. Those aged 45–59 make up 22.9% of the population, with a further 5.4% aged 60–64, meaning 28.3% are aged 45–64. Residents aged 65 and over account for 17.7% of the population (65–74: 9.6%, 75–84: 5.6%, 85–89: 1.6%, 90+: 0.9%). Younger and working-age groups include 24.2% under 20, 4.5% aged 20–24, 5.5% aged 25–29, and 19.8% aged 30–44.</p> <p>However, there is no data held on the number of Blue Badge users who fall into this protected category, so we cannot establish the scale of this impact.</p>	<p>Many Blue Badge holders are older residents who experience age-related mobility issues. Consultation responses highlighted that older people may be particularly affected by time restrictions due to slower movement, higher fatigue levels, and reliance on carers. While age is not directly targeted, older residents may experience indirect impacts.</p>	<p>Due to the retention of three-hour free parking available to Blue Badge users in East Herts car parks, BB users will not be disadvantaged as they will continue to be able to park without charge for short to medium stays, while those requiring longer visits may extend their parking beyond this period using the Pay by Phone facility without returning to their vehicle. The proposal to introduce</p>

			<p>a three-hour maximum free stay, with no return within the same charging period, aligns with time-limited arrangements permitted for Blue Badge users under Department for Transport off-street parking guidance.</p>
Disability	<p>There are currently around 9000 active Blue Badge holders in the East Herts District Council area.</p>	<p>Consultation feedback indicates that disabled users often require significantly longer than three hours to complete activities due to reduced mobility, fatigue, pain, the need for rest breaks, and the time required to enter and exit vehicles. They felt the restriction to 3 hours make them feel discriminated and is not fair to disabled people.</p> <p>Financial burden for disabled people. Many respondents indicated that they consolidate multiple essential activities into a single trip to reduce physical strain, meaning visits frequently exceed three</p>	<p>Due to the retention of three-hour free parking available to Blue Badge users in East Herts car parks, BB users will not be disadvantaged as they will continue to be able to park without charge for short to medium stays, while those requiring longer visits may extend their parking beyond this</p>

	<p>hours.</p> <p>Concerns were also raised that the time limit could create anxiety, reduce independence, discourage social participation, and disproportionately affect those attending medical appointments, day centres, community events, or travelling onwards by public transport.</p> <p>Disabled residents living adjacent to council car parks also identified potential impacts on their ability to maintain daily independence where alternative parking options are limited.</p>	<p>period using the Pay by Phone facility without returning to their vehicle. The proposal to introduce a three-hour maximum free stay, with no return within the same charging period, aligns with time-limited arrangements permitted for Blue Badge users under Department for Transport off-street parking guidance.</p>
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Protected characteristics groups from the Equality Act 2010	What do you know?	What do people tell you?	What can you do? <ul style="list-style-type: none">
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Pregnancy and maternity	There is no data held on the number of Blue Badge users who fall into this protected category, so we cannot establish the scale of this impact.	No direct impact identified	Monitor for indirect impacts
Gender Reassignment & Gender Identity	There is no data held on the number of Blue Badge users who fall into this protected category, so we cannot establish the scale of this impact.	No direct impact identified	Monitor for indirect impacts
Race and Ethnicity	There is no data held on the number of Blue Badge users who fall into this protected category, so we cannot establish the scale of this impact.	No direct impact identified	Monitor for indirect impacts
Religion or belief	There is no data held on the number of Blue Badge users who fall into this protected category, so we cannot establish the scale of this impact.	No direct impact identified	Monitor for indirect impacts
Protected characteristics groups from the Equality Act 2010	What do you know?	What do people tell you?	What can you do?
Sexual orientation	There is no data held on the number of Blue Badge users who fall into this protected category, so we cannot establish the scale of this impact.	No direct impact identified	Monitor for indirect impacts

Marriage or civil partnership	There is no data held on the number of Blue Badge users who fall into this protected category, so we cannot establish the scale of this impact.	No direct impact identified	Monitor for indirect impacts
Carers	There is no data held on the number of Blue Badge users who fall into this protected category, so we cannot establish the scale of this impact.	No direct impact identified	Monitor for indirect impacts
Rural isolation	There is no data held on the number of Blue Badge users who fall into this protected category, so we cannot establish the scale of this impact.	No direct impact identified	Monitor for indirect impacts
Armed Forces communities	There is no data held on the number of Blue Badge users who fall into this protected category, so we cannot establish the scale of this impact.	No direct impact identified	Monitor for indirect impacts
Protected characteristics groups from the Equality Act 2010	What do you know?	What do people tell you?	What can you do?
Sex (consider both men and women):	There is no data held on the number of Blue Badge users who fall into this protected category, so we cannot establish the scale of this impact.	No direct impact identified	Monitor for indirect impacts

Single parent families	There is no data held on the number of Blue Badge users who fall into this protected category, so we cannot establish the scale of this impact.	No direct impact identified	Monitor for indirect impacts
Social & economic deprivation	There is no data held on the number of Blue Badge users who fall into this protected category, so we cannot establish the scale of this impact.	No direct impact identified	Monitor for indirect impacts

3. List detailed data and/or community feedback which informed your EqIA (If applicable)

Title (of data, research or engagement)	Date	Gaps in data	Actions to fill these gaps: who else do you need to engage with?
Online consultation	2025	Monitoring information	Anything requiring further consultations to provide optional monitoring form due by end of 2026

EqIA sign-off:

Director of Service:	Benjamin Wood	Date:	December 2025
Author of Equality Impact Analysis:	Dominique Kingsbury	Date:	December 2025

Local Authority	Blue Badge parking in off-street Council car parks	Charge & Time Limit
Broxbourne Borough Council	Free	No charge, no time limit - disabled and standard bays
Dacorum Borough Council	Free	No charge, no time limit - disabled and standard bays
Hertsmere Borough Council	Free	No charge, no time limit - disabled and standard bays
North Hertfordshire District Council	Generally Free	No charge, no time limit generally - some car parks apply 3 hour time limit
St Albans City & District Council	Free for first 3 hours	First 3 hours free in disabled and standard bays; after that normal charges apply
Stevenage Borough Council	Free	In town centre car parks, where ANPR operates, an annual payment £65 for Season Ticket required to enable free use by residents
Three Rivers District Council	Free	No charge, no time limit - disabled and standard bays
Watford Borough Council	Free / Paid depending on location	No charge in designated bays / No time limit in certain car park requires special £15 per Watford Disabled Parking Pass
Welwyn Hatfield Borough Council	Free for first 3 / 4 hours depending on car park	First 3 / 4 hours free; after that normal charges apply

Appendix C

Car Park	Days and Times (Charging hours)	Tariff	Current	Proposed	Executive Report Recommendations
<u>Bishop's Stortford</u> Apton Road Basbow Lane Ware Amwell End	Monday to Saturday inclusive: 07:30 to 20:00 Sunday and Public Holidays: 07:30 to 20:00	30 minutes 1 hour 2 hours 3 hours 4 hours 5 hours All Day All Day	£0.00 £1.20 £2.40 £3.60 £4.80 £6.00 £7.80 £2.00	£0.00 £1.25 £2.50 £3.70 £5.00 £6.20 £8.10 £2.10	Implement as Proposed
<u>Bishop's Stortford</u> Northgate End Ground Floor & Levels 1, 2, 3, 4 and 5	Monday to Saturday inclusive: 07:30 to 20:00 Sunday and Public Holidays: 07:30 to 20:00	1 hour 2 hours 3 hours 4 hours 5 hours All Day All Day	£1.00 £2.00 £2.60 £3.20 £3.70 £4.20 £1.60	£1.05 £2.10 £2.70 £3.30 £3.80 £4.40 £1.70	Implement as Proposed
<u>Bishop's Stortford</u> Crown Terrace 'A'	Monday to Saturday inclusive: 07:30 to 20:00 Sunday and Public Holidays: 07:30 to 20:00	30 minutes 1 hour 2 hours 3 hours 3 hours All Day	£0.00 £1.20 £2.40 £3.60 £0.00 £2.00	£0.00 £1.25 £2.50 £3.70 £0.00 £2.10	Implement as Proposed
<u>Bishop's Stortford</u> Crown Terrace 'B'	Monday to Friday inclusive: 08:30 to 20:00 Saturday: 08:30 to 20:00 Sunday and Public Holidays: 08:30 to 20:00	30 minutes 5 hours All Day 30 minutes 1 hour 2 hours 3 hours 4 hours 5 hours All Day All Day	£0.00 £6.00 £7.20 £0.00 £1.20 £2.40 £3.60 £4.80 £6.00 £7.20 £2.00	£0.00 £6.20 £7.50 £0.00 £1.25 £2.50 £3.70 £5.00 £6.20 £7.50 £2.10	Implement as Proposed
<u>Bishop's Stortford</u> Elm Road	Monday to Saturday inclusive: 07:30 to 20:00 Sunday and Public Holidays: 07:30 to 20:00	30 minutes 5 hours All Day All Day	£0.00 £4.00 £5.00 £2.00	£0.00 £4.20 £5.20 £2.10	Implement as Proposed
<u>Bishop's Stortford</u> Grange Paddocks 'A'	Monday to Saturday inclusive: 09:00 to 20:00 Sunday and Public Holidays: 09:00 to 20:00	2.5 hours All Day All Day	N/A £3.50 £2.00	£2.10 £3.60 £2.10	Implement as Proposed
<u>Bishop's Stortford</u> Grange Paddocks 'B'	Monday to Saturday inclusive: 09:00 to 20:00 Sunday and Public Holidays: 09:00 to 20:00	2.5 hours 5 hours 2.5 hours All Day	£0.00 £3.50 £0.00 £2.00	£0.00 £3.60 £0.00 £2.10	Implement as Proposed
<u>Bishop's Stortford</u> Grange Paddocks 'C'	Monday to Sunday inclusive: 09:00 to 20:00	2.5 hours	£0.00	£0.00	Implement as Proposed

<u>Bishop's Stortford</u> Link Road	Monday to Saturday inclusive: 07:30 to 20:00 Sunday and Public Holidays: 07:30 to 20:00	1 hour 2 hours 3 hours 4 hours 5 hours All Day	£1.20 £2.40 £3.60 £4.80 £6.00 £2.00	£1.25 £2.50 £3.70 £5.00 £6.20 £2.10	Implement as Proposed
<u>Bishop's Stortford</u> Jackson Square Ground Floor Jackson Square First Floor	Monday to Saturday inclusive: 07:30 to 18:30 Sunday and Public Holidays: 07:30 to 18:30	1 hour 2 hours 3 hours 4 hours 5 hours All Day	£1.20 £2.40 £3.60 £4.80 £6.00 £2.00	£1.25 £2.50 £3.70 £5.00 £6.20 £2.10	Implement as Proposed
<u>Buntingford</u> Bowling Green Lane	Monday to Saturday inclusive: 07:30 to 18:30 Sunday and Public Holidays: 07:30 to 18:30	30 minutes 1 hour 2 hours 3 hours 4 hours 5 hours All Day All Day	£0.00 N/A N/A £2.10 N/A N/A £4.20 £2.00	£0.00 £0.75 £1.50 £2.20 £2.90 £3.60 £4.40 £2.10	Modify Proposal £0.00 £0.70 £1.40 £2.10 £2.80 £3.50 £4.20 £1.50
<u>Sawbridgeworth</u> Bell Street	Monday to Saturday inclusive: 07:30 to 18:30 Sunday and Public Holidays: 07:30 to 18:30	30 minutes 1 hour 2 hours 3 hours 4 hours 5 hours All Day All Day	£0.00 £0.70 £1.40 £2.10 £2.80 £3.50 £4.20 £2.00	£0.00 £0.75 £1.50 £2.20 £2.90 £3.60 £4.40 £2.10	Modify Proposal £0.00 £0.70 £1.40 £2.10 £2.80 £3.50 £4.20 £1.50
<u>Stanstead Abbotts</u> High Street	Monday to Saturday inclusive: 07:30 to 18:30 Sunday and Public Holidays: 07:30 to 18:30	30 minutes 1 hour 2 hours 3 hours 4 hours 5 hours All Day All Day	£0.00 £0.70 £1.40 £2.10 £2.80 £3.50 £4.20 £1.50	£0.00 £0.75 £1.50 £2.20 £2.90 £3.60 £4.40 £1.60	Modify Proposal £0.00 £0.70 £1.40 £2.10 £2.80 £3.50 £4.20 £1.50
<u>Hertford</u> Old London Road	Monday to Saturday inclusive: 07:30 to 20:00 Sunday and Public Holidays: 07:30 to 20:00	30 minutes 1 hour 2 hours 3 hours 4 hours 5 hours All Day All Day	£0.00 N/A N/A N/A N/A £6.00 £7.20 £2.00	£0.00 £1.25 £2.50 £3.70 £5.00 £6.20 £7.50 £2.10	Implement as Proposed
<u>Hertford</u> Wallfields	Monday to Friday inclusive: 09:00 to 17:00 Saturday: 09:00 to 17:00	2 hours 3 hours 4 hours 5 hours 2 hours 3 hours	£0.00 £1.20 £2.40 £3.60 £0.00 £1.20	£0.00 £1.25 £2.50 £3.70 £0.00 £1.25	Implement as Proposed

	Sunday and Public Holidays: 09:00 to 17:00	4 hours 5 hours All Day All Day	£2.40 £3.60 £7.20 £2.00	£2.50 £3.70 £7.50 £2.10	
Ware Baldock Street Priory Street <u>Hertford</u> Gascoyne Way Levels B, C & D Hartham Common Hartham Lane Port Vale	Monday to Saturday inclusive: 07:30 to 20:00 Sunday and Public Holidays: 07:30 to 20:00	30 minutes 1 hour 2 hours 3 hours 4 hours 5 hours All Day All Day	£0.00 £1.20 £2.40 £3.60 £4.80 £6.00 £7.20 £2.00	£0.00 £1.25 £2.50 £3.70 £5.00 £6.20 £7.50 £2.10	Implement as Proposed
Ware Kibes Lane <u>Hertford</u> St Andrew Street	Monday to Saturday inclusive: 07:30 to 20:00 Sunday and Public Holidays: 07:30 to 20:00	30 minutes 1 hour 2 hours 3 hours 4 hours 5 hours All Day	£0.00 £1.20 £2.40 £3.60 £4.80 £6.00 £2.00	£0.00 £1.25 £2.50 £3.70 £5.00 £6.20 £2.10	Implement as Proposed
Ware Burgage Lane <u>Hertford</u> Gascoyne Way Level 'A'	Monday to Saturday inclusive: 07:30 to 20:00 Sunday and Public Holidays: 07:30 to 20:00	30 minutes 1 hour 2 hours 3 hours All Day	£0.00 £1.20 £2.40 £3.60 £2.00	£0.00 £1.25 £2.50 £3.70 £2.10	Implement as Proposed

EAST HERTS COUNCIL REPORT

EXECUTIVE

DATE OF MEETING: TUESDAY, 13 JANUARY 2026

REPORT BY: COUNCILLOR CARL BRITTAINE – EXECUTIVE MEMBER FOR FINANCIAL SUSTAINABILITY

REPORT TITLE: DRAFT BUDGET 2026/27 AND MEDIUM TERM FINANCIAL PLAN 2026-2031

WARD(S) AFFECTED: ALL WARDS

Summary – This report provides members with an updated Medium Term Financial Plan (MTFP) for the period 2026/27 to 2030/31, building on the version presented to Executive in October. It reflects the implications of the December finance settlement and incorporates a range of other adjustments, including revised forecasts, updated assumptions, and budgetary refinements.

The report also sets out how the funding gap identified in the October Executive MTFP has been addressed, detailing the savings and changes that have enabled a balanced position to be achieved for 2026/27. It also includes the fees and charges to be agreed. Finally, it presents the draft budget for 2026/27 for Members' consideration.

RECOMMENDATIONS FOR EXECUTIVE:

- a)** The draft General Fund Budget for 2026/27 is proposed for consultation purposes and a Band D Council Tax of £207.03 (assuming a 2.99% Council Tax increase).
- b)** The updated position on the General Fund Medium Term Financial Plan (MTFP) as shown in Appendix A be noted.
- c)** It is recommended that the proposed fees and charges, as set out in Appendix B, be approved for consultation.
- d)** The minimum level of General Fund balance of £3.649 Million, based on the 2026/27 risk assessment of balances as shown in paragraph 6.3, is approved.
- e)** That the pressures identified in section 4 to this report is noted.
- f)** That the savings identified in section 5 to this report is noted.

- g) That the Section 25 Statement of Robustness of Estimates and Adequacy of Reserves as set out in Appendix D is noted.**
- h) That the decisions taken on recommendations a) to g) above be referred to the Joint Meeting of Scrutiny Committees on 28 January 2026 for consideration.**

1. Purpose

- 1.1. The Medium Term Financial Plan (MTFP) that was approved in March 2025 had been updated to reflect the evolving financial landscape and key developments since its adoption. The latest (October 2025) refresh incorporated several significant changes:**
 - The confirmed pay award for 2025/26 was 3.2% slightly above the 3% assumptions in the original MTFP, adding pressure to the staffing budget.
 - In-year pressure reported at Quarter 1 highlighted the impact of the recent revaluation of business rates on the council's assets.
 - The review of the savings programme over the medium-term resulted in the removal of over £0.5Million of savings from future years that are no longer considered achievable.
 - Two new growth bids been incorporated – one for an additional HR Officer to support organisational resilience, and another reflecting a reduction in the projected BEAM surplus, reverting to the 2025/26 position.
- 1.2. These updates reflect the Council's commitment to maintaining a realistic and deliverable financial strategy amid ongoing inflationary pressures and constrained funding.**
- 1.3. This work takes place against a backdrop of prolonged financial uncertainty, driven by one-year settlements that have limited strategic planning and hindered preparation for major structural changes, including Local Government Reorganisation (LGR). The recent announcement of a multi-year settlement through to 2028/29 is therefore a welcome development, providing stability and enabling Members to take a longer-term view in shaping priorities and preparing for governance transition.**

- 1.4. The finalisation of the Fair Funding Review (FFR 2.0) also marks a significant milestone in funding distribution. While East Herts faces a reduction in allocation, the impact is less severe than projected in October, allowing for more measured planning.
- 1.5. The Council's financial planning continues to be underpinned by the Corporate Plan and its LEAF priorities, ensuring decisions on spending and savings remain aligned with strategic objectives.

2. Economic Outlook and Policy Framework

- 2.1. The Autumn Budget 2025, delivered by the Chancellor on 26 November 2025, was set against a backdrop of persistent fiscal pressures, subdued economic growth, and historically high public debt. The Office for Budget Responsibility (OBR) forecasts GDP growth of 1.3% for 2025/26, with growth stabilising at 1.5% per year through to 2029/30. Inflation, while easing, is expected to remain above the Bank of England's 2% target in the near term, at 3.5% for 2025/26, before returning to target levels by 2027/28. Interest rates remain elevated, increasing borrowing costs across the economy.
- 2.2. To maintain the government's fiscal rules, the Chancellor announced a further round of tax-raising measures worth £26 billion, following last year's £36 billion. Taxation as a share of GDP is set to reach an all-time high of 38% by 2029/30, while public spending remains elevated at around 44–45% of GDP. Despite these measures, the OBR suggests the government would have met its fiscal targets without further action, but the Chancellor opted to increase the fiscal headroom to £22 billion (0.6% of GDP) to provide greater resilience against economic shocks. The Budget's main focus was on restoring fiscal stability while maintaining investment in priority areas such as housing, energy transition and public services.

Local Government Impact

- 2.3. For district councils, the Autumn Budget 2025 introduces a new High Value Council Tax Surcharge on properties over £2 million from April 2028, which will be collected by local authorities but ultimately benefit central government, with no increase in local spending power. Business rates reforms include reduced multipliers for retail, hospitality, and leisure properties, funded by a higher rate for high-value properties, alongside transitional reliefs and some extended retention pilots.
- 2.4. While the Budget also references a visitor levy for mayoral authorities and a transfer of SEND funding responsibilities to central government, these measures have little direct effect on district councils. Overall, the Budget offers limited new resources for districts and does not address the sector's core funding challenges.

[Local Government Finance Settlement Policy Statement 2026/27 to 2028/29](#)

- 2.5. On 20 November 2025, the Minister of State for Local Government and English Devolution published the policy statement for the 2026/27 to 2028/29 local government finance settlement. It sets out a new needs-based funding system following the Fair Funding Review 2.0, a multi-year settlement for greater certainty, and significant simplification of funding streams. The statement also confirms a full reset of the business rates retention system in 2026/27 and maintains existing council tax referendum principles, allowing shire districts to increase council tax by up to 3% or £5 (whichever is higher) per year without triggering a referendum.
- 2.6. For district councils, the Policy Statement is expected to result in a relative reduction in funding for most authorities, as updated needs formulas and changes to the tier split shift resources towards counties and metropolitan areas. While transitional protections will ensure that funding reductions are phased in over three years—typically with a 95% funding floor—many districts will still face a gradual decrease in their allocations.

2.7. Additionally, grants such as the Homelessness Prevention Grant will be rolled into new consolidated funding streams, though the precise allocations for each district remain unknown until the provisional settlement is published. Overall, there remains significant uncertainty for district councils until the detailed figures are released.

3. Local Government Finance Settlement and Funding Allocation

3.1. On 17 December 2025, the Government published the Provisional Local Government Finance Settlement for 2026/27, accompanied by indicative figures for 2027/28 and 2028/29. This marks the most significant redistribution of funding within the sector for at least 25 years, following the implementation of the Fair Funding Review 2.0 and a full reset of the Business Rates Retention System. The key headlines being:

- **Fair Funding Review 2.0:** Major changes to the funding formula now place greater weight on deprivation and population, with less emphasis on remoteness.
- **Grant Simplification:** Multiple grants have been consolidated into four main streams, aiming to simplify funding.
- **Business Rates Reset:** All accumulated business rates growth has been reset, redistributing resources based on the new formula.
- **Council Tax:** The settlement assumes councils will apply the maximum permitted increases, making council tax a larger share of local funding.
- **Transitional Protection:** New funding floors and phased arrangements will cushion the impact of changes.
- **Recovery Grant:** The Recovery Grant continues for three years.

3.2. The 2026/27 settlement provides a three-year funding framework, but only the first year is statutory, with subsequent years remaining indicative and subject to change. This means that while there is some increased certainty for medium-term planning, authorities must remain cautious, as future allocations could still be revised.

- 3.3. There is significant redistribution between authorities as a result of the new funding formula and business rates reset. More deprived and urban areas generally see larger increases in funding, while many shire districts and rural councils face below-average increases or even reductions in cash terms. This shift reflects the government's intention to target resources towards areas of greatest need, but it also creates challenges for councils that may experience a relative loss of funding.
- 3.4. The complexity and late timing of the settlement announcement have made budget-setting for 2026/27 particularly challenging. Authorities have had limited time to analyse the detailed figures and assess the impact of rolled-in grants, the business rates reset, and transitional protection arrangements. This ongoing uncertainty makes it difficult to plan with confidence, especially for services that rely on multi-year investment or where funding streams have been consolidated or reallocated.

Core Spending Power (CSP)

- 3.5. Core Spending Power (CSP) is the government's headline measure of the total resources available to a local authority each year. It brings together the main sources of council funding—such as government grants, retained business rates, and council tax—into a single figure, providing a consistent way to compare overall funding levels year-on-year.
- 3.6. East Herts' CSP is forecast to increase modestly over the next four years, rising from £20.60m in 2024/25 to £21.8m by 2028/29—a total increase of 5.8%. However, when council tax is excluded, CSP falls from £7.9m to £6.8m, a reduction of 14%. This reflects the growing reliance on council tax to maintain overall funding levels, as government grant and baseline funding continue to decline.

Year	CSP £M	CSP % change	Excl. CT £M	Excl. CT % change
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2024/25	20.6		7.9	
2025/26	21.1	+2.2%	7.9	-0.2%
2026/27	21.5	+2.3%	7.8	-1.2%
2027/28	21.7	+0.7%	7.4	-5.8%
2028/29	21.8	+0.5%	6.8	-7.3%
Average 24/25 to 28/29		+5.85%		-14.0%

Baseline Funding Level

3.7. The Baseline Funding Level (BFL) is a key component of CSP. It represents the share of funding that a council receives through the Business Rates Retention System and is one of the main government grants included in the CSP calculation alongside council tax and other grants. The BFL is intended to reflect each authority's share of national business rates income, adjusted for local circumstances.

3.8. For 2026/27, East Herts' BFL within the settlement is £2.657 million. As East Herts' assessed business rates capacity is higher than its assessed needs, this funding is paired with a significant tariff payment back to Government. The table below shows the settlement determination for East Herts.

3.9. It is important to note that these figures are provisional because, following the reset of the business rates system, the Government has had to make a number of assumptions about each authority's business rates position for 2026/27. Until the actual data is received—through the NNDR1 return in January 2026 and a bespoke data collection in summer 2026—the settlement figures are based on estimates. Once the true position is known, the Baseline Funding Level and tariff will be adjusted accordingly to ensure the final settlement accurately reflects East Herts' actual business rates income for the year. Any changes will be incorporated into the 2027/28 settlement and members will be updated as necessary.

	£'000
Gross Rates Payable	74,537
Appeals and Bad Debt Provision	(3,242)
Cost of Collection	(204)
Renewables deduction	(91)
Business Rates Baseline (@ 40%)	28,400
Baseline Funding Level determined by Government	2,657
Tariff to be paid	25,743

Revenue Support Grant

3.10. Revenue Support Grant (RSG) is a general, non-ringfenced grant from central government and forms a key part of CSP. It helps fund local services and is allocated using a national formula based on each council's needs and resources.

3.11. For 2026/27, East Herts' RSG allocation is £4.27 million, as set out in the provisional multi-year settlement. This grant, together with the Baseline Funding Level (BFL) from business rates, makes up the Fair Funding Allocation within CSP.

£ Million	2026/27	2027/28	2028/29
RSG	4.274	3.672	3.041

3.12. It is important to note that the multi-year settlement sets out a planned reduction in RSG year-on-year, with funding levels decreasing to reflect the government's Fair Funding Review and the move towards the final Fair Funding position by 2028/29. This means that, over the settlement period, RSG will form a progressively smaller share of the council's total resources, increasing the reliance on council tax and other local income streams.

Homelessness, Rough Sleeping and Domestic Abuse

3.13. From 2026/27, the Government is consolidating major homelessness and rough sleeping grants into a single ring-fenced grant, supporting a shift from crisis response to prevention and

holistic support. The grant is designed to give councils flexibility to address local needs, with funding certainty over three years.

Temporary accommodation funding is now rolled into RSG, so the figures below focus on prevention, relief, staffing, and support for rough sleeping and domestic abuse. The allocation for East Herts is shown in the table below.

£'000	2026/27	2027/28	2028/29
Total Grant	901	987	1,022
Of which: Homelessness & Rough Sleeping	864	949	984
Domestic Abuse	37	38	38

3.14. The table below shows the provisional finance settlement allocations by grant.

£ Million	2026/27	2027/28	2028/29
Baseline Funding	2.657	2.718	2.773
Revenue Support Grant	4.274	3.672	3.041
Fair Funding Allocation	6.931	6.390	5.814
Council Tax	13.716	14.328	14.967
Homelessness, Rough Sleeping and Domestic Abuse	0.901	0.987	1.022
Total CSP	21.548	21.705	21.803

Council Tax Base

3.15. The Council Tax Base for 2026/27 has now been formally calculated and set at **65,819.15 Band D equivalents** for the district. This figure reflects the latest estimates of new properties coming into use, adjusted for discounts, exemptions, and the anticipated impact of the Council Tax Support Scheme.

3.16. In the MTFP presented in October, the baseline assumption for tax base growth from 2026/27 onwards was set at an annual increase of 500 Band D equivalent properties under the medium growth scenario.

3.17. This has resulted in the tax base being 5 band D equivalent properties higher against the MTFP and will generate an additional £1,000.

3.18. The policy statement confirms that the council tax referendum limit will remain at 2.99% for 2026/27, in line with the assumptions within the Medium-Term Financial Plan (MTFP). This results in a Band D council tax of £207.03 for 2026/27.

3.19. Based on the updated council tax base, the agreed council tax support scheme, and a proposed 2.99% increase in the East Hertfordshire precept for 2026/27, the total projected income from council tax will be £13.627 million. This is lower than the level assumed by the Government in its provisional finance settlement for 2026/27.

4. New Budget Pressures

4.1. As part of the ongoing budget review process, several emerging pressures have been identified and have now been incorporated into the latest iteration of the MTFP and the 2026/27 budget. These pressures reflect a combination of external factors, and local demand trends. The following tables shows the proposed new and existing pressures (within 2025/26 and on-going).

New Pressures	Cause of Pressure	Amount £
Members Allowance	Revised scheme was approved by Council in October 2025 following Independent Remuneration Panel review; changes effective April 2026	11,000
Cloud 9 App	A new mobile app that connects residents to the Council's waste service for bin collections and recycling, while also offering additional features such as reporting issues and accessing local information.	20,000

New Pressures	Cause of Pressure	Amount £
Interest charges	Borrowing costs expected to rise further; advisors recommend increasing projected average interest rate by 0.5% to reflect market conditions.	140,000
Broxbourne – Performance Support	A new growth pressure has arisen to fund Broxbourne Council's support for performance monitoring at East Herts, reflecting the need for dedicated resource to coordinate and report on key performance indicators and progress against the Corporate Plan.	15,000
Increase projected pay award budget	The pay award projection for 2026/27 has been increased from 3% to 4% to reflect the "higher for longer" position on inflation, ensuring the Council's budget remains resilient against ongoing wage pressures.	170,000
Total New Pressures		356,000

Existing Pressures	Cause of Pressure	Amount £
Rapier House Income	No rental income is expected to continue due to the lack of prospective tenants. Consequently, the income budget will be removed, and a business case will be developed to explore alternative uses for the property.	115,000
Sale of Lime Kiln (Northgate End)	Upon completion of the sale of Lime Kiln, the council will no longer receive income from Launchpad, this will be offset by the costs we currently incur in operating the building.	64,000
IT Licences	With the continual reported pressure during 2025/26, a review of IT licences has been	75,000

Existing Pressures	Cause of Pressure	Amount £
	undertaken, and the resulting budget increase reflects the rising costs of essential software.	
Contribution from Other Authorities	As income from other councils has ceased due to the service no longer being provided, the income budget will be removed within Licensing and Improvement & Insight services.	77,000
Repayment of Grant	Following a review of the budget, no further grants were expected to be repaid therefore budget being deleted.	19,000
Total Existing Pressures		350,000

- 4.2. The total of new pressures (£356,000) and existing pressures (£350,000) amounts to £706,000 before consideration of Local Government Reorganisation (LGR) costs. This £706,000 has been built into the MTFP under the cost of services. In addition, further provisions will be considered to address LGR-related costs as outlined in subsequent sections.
- 4.3. Following the submission of East Hertfordshire's proposal to government regarding options for Local Government Reorganisation (LGR), councils within Hertfordshire are now reviewing and determining the level of funding each authority will require for 2026/27 up to vesting day. It is anticipated that there will be further one-off costs associated with the implementation of LGR, including pension strain. The proposal is to provide an initial £1 million of funding over two years (2026/27 and 2027/28) for these LGR-related costs, with £250,000 per year from revenue and £250,000 per year from earmarked reserves.
- 4.4. In addition to the LGR-related funding, over the next two years £318,000 will be placed in a reserve each year—resulting in a total of £636,000—to help smooth out any future increases in pension

costs arising from the next Triennial review, or to support any redundancy costs that may fall on the Council as a result of LGR.

- 4.5. Furthermore, a contingency of £203,000 is proposed for 2026/27 to address any additional pressures that may arise—such as those relating to the BEAM service—until a new business plan is implemented.

5. Funding the Gap: Addressing Existing and Emerging Pressures

- 5.1. To address the current budget gap (from the October 2025 MTFP) of £531,000 for 2026/27, the Leadership Team has worked closely with services to identify a range of proposed savings and income generation initiatives. These proposals protect frontline services while ensuring financial sustainability. Members are asked to consider and approve these measures as part of the budget-setting process, and to consider how the further pressures identified above (in section 4) will be funded. The proposals include:
 - Income Generation: increased income from rental of assets, and additional government funding through Extended Producer Responsibility (EPR).
 - Fees and Charges Review: aligning charges with market rates and inflation.
 - Service Efficiency Reviews: savings through partnership working.
 - Pension Fund Outcome: incorporating the financial impact of the latest triennial valuation of the pension fund.

Income Generation

- 5.2. The Council has entered into two new arrangements to support income generation: leasing out the top floor of Northgate End Car Park and permitting the installation of lockers in several of the Council's car parks. These initiatives have generated an additional £66,000 per year in income for the Council.

- 5.3. The Council has received confirmation of its Extended Producer Responsibility (EPR) Grant for packaging grant allocation for 2026/27 and can increase the budget back to the 2025/26 level.
- 5.4. The latest MTFP had prudently assumed a 10% reduction in the EPR grant each year, reflecting the expectation that funding would decrease over time as producers improve their packaging and reduce waste. As a result of the confirmed allocation, an additional £143,000 has been included in the 2026/27 budget, compared to previous projections.

Fees and Charges

- 5.5. Fees and charges are set in accordance with key principles to ensure financial sustainability, transparency, and fairness. Charges are reviewed annually to reflect inflation and cost recovery, with an emphasis on simplicity, clarity, and alignment. Where full cost recovery is not applied, this is supported by a clear policy rationale. For 2026/27, fees and charges are presented in three distinct areas: garden waste, parking (including tariffs and Traffic Regulation Orders), and other service fees income. This approach ensures that each area is considered on its own merits, with adjustments made to support both the Council's financial objectives and the needs of residents and service users.
- 5.6. Garden Waste - In line with the Council's principles for setting fees and charges—cost recovery, inflation alignment, and transparency—the garden waste subscription fee is proposed to increase from £59 in 2025/26 to £61 in 2026/27, a 3.4% rise. This is below the inflation rate (September CPI being 3.8%) for 2026/27, reflecting a measured approach given anticipated cost pressure.
- 5.7. The MTFP had already assumed an additional £31K from this increase. The proposed change will generate a further £31K of new income for the 2026/27 budget and future years.
- 5.8. Parking - The Council's parking strategy, as approved in February 2025, set out a series of proposed changes to parking tariffs and

Traffic Regulation Orders (TROs) for 2026/27. The underlying principles included applying an average inflationary increase of 3.8% across parking tariffs and introducing specific changes to parking arrangements in line with the Council's broader strategy to manage demand, support local economies, and ensure fair access across all areas.

- 5.9. During the public consultation on these proposals, the Council received a significant volume of responses from residents and businesses. Many expressed concerns about the potential impact of increased charges on high street trade, accessibility for vulnerable groups, and congestion in residential areas. There was particularly strong feedback that rural towns, with limited public transport and distinct local economies, should not be treated in the same way as larger urban centres. For more detail on the consultation process and feedback, please refer to the parking strategy report included on this agenda for the Executive.
- 5.10. In response to this feedback, the Council has amended its approach for 2026/27. While the average 3.8% increase will apply to most parking tariffs, rural car parks in Stanstead Abbotts, Buntingford, and Sawbridgeworth will see weekday charges remain unchanged, and Sunday charges will be maintained at current levels (£1.50 per day). Weekend charges will still be introduced in Buntingford and Sawbridgeworth, with Saturday charges matching weekday rates. These changes are intended to support local businesses, maintain accessibility, and address the specific needs of rural communities.
- 5.11. Changes to the Traffic Regulation Orders (TROs) and parking tariffs (as detailed in Appendix Bi) are expected to generate an additional £277K of income, which will be built into the 2026/27 budget and across the MTFP.
- 5.12. Other Services Fees Income - This category covers all other fees and charges levied by Council services to residents and businesses for the provision of specific services. The Council

maintains a strong focus on cost recovery, ensuring that charges reflect the true cost of service delivery wherever possible. While some fees are subject to Government restrictions on the level of increase permitted, others are set locally by the Council. The principles outlined above, particularly around cost recovery, inflation alignment, and transparency have heavily influenced the proposed changes to individual charges for 2026/27.

- 5.13. A full listing of these charges is provided in Appendix Bii. The MTFP had projected an increase in income from these charges of £50,000. However, following a detailed review and in light of higher inflationary pressures on service provision, a further £79,000 will be generated within these fees and charges. In addition, some budget realignments have been undertaken within the overall financial position for these fees to ensure that budgets are achievable for 2026/27.

Service Efficiency Reviews

- 5.14. As part of the Council's ongoing service efficiency reviews, a saving of £14,000 has been identified within the Corporate Support Hub for 2026/27. This saving arises from a minor restructure, following a detailed review of task allocation between the Corporate Support Hub and the Licensing team.

Pension Fund Triennial Valuation

- 5.15. The Local Government Pension Scheme (LGPS) requires all participating employers to undergo a formal actuarial valuation every three years (triennially). The purpose of this valuation is to review the financial position of the pension fund and to set appropriate employer contribution rates for the following three-year period, ensuring the long-term sustainability of the scheme and compliance with statutory requirements.
- 5.16. The most recent triennial valuation was carried out as at 31 March 2025 for the Hertfordshire Pension Fund, of which East Hertfordshire District Council is a part. This valuation provides a snapshot of the Council's funding position and determines the

employer contribution rates for the period from 1 April 2026 to 31 March 2029. The key outcomes of the valuation are:

- **Funding Position:** As at 31 March 2025, East Herts District Council had a funding level of 107.3%. This is an improvement from the previous valuation in 2022, which showed a funding level of 101.6%.
- **Employer Contribution Rates:** The employer contribution rate for the next three years (from 1 April 2026) is 17.1% of pay, with no additional secondary rate required, reflecting the improved funding position.

5.17. The outcome of the 2025 triennial valuation has a significant positive impact on the Council's financial position for 2026/27 and across the MTFP. The reduction in the primary employer contribution rate from 19.8% in 2025/26 to 17.1% from 2026/27 onwards—translates into a saving of £348,000 in 2026/27, with similar savings projected for subsequent years. In addition, the cessation of the secondary rate provides a further ongoing saving of £637,000 from 2026/27.

5.18. The results of the above savings are summarised in the table below.

Savings Area	2026/27 £'000
Income generation	209
Fees and Charges:	
• Garden Waste	32
• Parking	277
• Other	79
Service Efficiency Review	14
Pension Fund Triennial Valuation:	
• Primary Rate	348
• Secondary Rate	637
Total Savings found	1,596

5.19. Bringing together the provisional finance settlement, planned savings, and new pressures—including funding for LGR, redundancy contingency, and general contingencies—the MTFP

currently forecasts a surplus of £250,000 for each of the next two years. This surplus will be transferred into a new reserve, providing the Council with flexibility to respond to emerging priorities and pressures. The reserve will be available for Executive drawdown as and when proposals are brought forward and agreed in line with the Council's priorities. The table below summarises the overall financial position from 2026/27.

£'000	2026/27	2027/28	2028/29	2029/30	2030/31
Net Cost of Services	18,017	19,192	20,290	21,339	22,494
Corporate Budget	3,311	3,063	2,919	2,6650	2,615
Pressures	771	549	0	0	0
Savings	(890)	(1,538)	(1,748)	(1,748)	(1,748)
Total Costs	21,209	21,266	21,461	22,256	23,361
Settlement Funding	(7,832)	(7,377)	(6,835)	(6,835)	(6,835)
Council Tax Demand	(13,627)	(14,139)	(14,670)	(15,220)	(15,790)
Net Budget Requirement	(250)	(250)	(44)	200	735

6. General Fund Balances and Reserves

- 6.1. The Council's General Fund reserves are classified as either general or earmarked for specific purposes. The General Fund balance serves as a financial buffer to absorb the impact of unexpected events, emergencies, or fluctuations in cash flow.
- 6.2. The projected General Fund balance within the MTFP remains unchanged at £3.854 million on the basis that the delivery of funding gap across the MTFP is achieved. Maintaining level of reserves is essential to support financial resilience and ensure the Council can respond to unforeseen pressures.
- 6.3. In determining the appropriate level of general fund balances, the Chief Finance Officer has based their advice on a range of risk factors, as summarised in the table below. This assessment currently indicates a minimum requirement of £3.649 million.

General Fund balances Minimum Level of Assessment	2026/27 £million
Annual Gross Revenue Expenditure (at 4%)	2.393

General Fund balances Minimum Level of Assessment	2026/27 £million
Annual Gross Capital Expenditure (at 3%)	1.256
Minimum General Fund Balance	3.649

6.4. A detailed review of the Council's earmarked reserves has been completed to ensure that resources are aligned with strategic priorities and financial resilience. This review examined the purpose of each reserve, confirmed amounts already committed for specific projects and obligations over the next two years, and incorporated these commitments into the MTFP. Earmarked reserves are essential for managing future risks, funding planned initiatives, and providing flexibility to respond to unforeseen pressures without impacting core services. Following this review, the projected balance of earmarked reserves is estimated to be £14.997 million by the end of March 2026 and £14.342 million by the end of March 2027, reflecting planned utilisation for approved commitments.

6.5. The table below summarises the forecast General Fund and Earmarked Reserves across the MTFP period, with a detailed list of reserves provided in Appendix C.

Financial Year	2024/25	2025/26	2026/27	2027/28
£'000	Actual balance	Forecast balance	Forecast balance	Forecast balance
Earmarked General	17,297 3,854	14,997 3,854	14,342 3,854	13,688 3,854
Total Usable	21,151	18,851	18,196	17,542

Section 25 Statement: Reserves Perspective

6.6. The Section 25 Statement of the Chief Financial Officer (CFO) is a statutory report that accompanies the annual budget for East Herts Council. It provides Members with an independent assessment of the robustness of the Council's budget estimates and the adequacy of its reserves, ensuring that financial decisions are made with a clear understanding of the risks, assumptions, and the

Council's overall financial resilience. The report outlines the economic context, the rigorous budget-setting process, key financial assumptions, risk management, and the Council's approach to maintaining sufficient reserves. Further detail can be found in Appendix D.

- 6.7. In summary, the CFO concludes that the 2026/27 budget is both realistic and sustainable, with reserves considered adequate to manage foreseeable risks and support the Council's medium-term strategy. Members are therefore recommended to approve the budget and reserves strategy, note the underlying risks and assumptions, and support the ongoing delivery of savings.

7. Reason

- 7.1. The Council is required to set a balanced budget each year. The Local Government Finance Act 1992 requires the Council to estimate revenue expenditure and income for the forthcoming year from all sources, together with contributions from reserves, in order to determine a net budget requirement to be met by government grant, business rates and council tax.

8. Options

- 8.1. The MTFP currently shows a surplus for the first three years, with significant growth already built into the budget. However, it remains essential to sustain this position by continuing to increase council tax, fees, and charges in line with rising costs from pay awards and inflation. Any decision to reduce council tax, limit growth, or hold back on increases to fees and charges would create additional financial pressures in later years of the MTFP or result in increased budget monitoring challenges for 2026/27 and beyond.
- 8.2. If the Executive were to propose a lower rate of council tax, this would move the Council further away from the government's assumptions and expectations for local funding. Such a decision could be interpreted by government as evidence that there are no

funding issues for district councils, despite the fact that core funding is projected to reduce by 14% up to 2028/29, as set out earlier in this report. It would also result in a permanent loss of revenue, increasing financial pressure in future years.

- 8.3. It is therefore important that the Council continues to review and adjust fees and charges across all services to ensure income keeps pace with rising costs. Any alternative approach—such as reducing fees and charges, limiting growth, or holding council tax below government expectations—would increase financial risk and could compromise the Council’s ability to deliver services sustainably in future years.

9. Risks

- 9.1. Significant uncertainty continues to shape the financial environment in which the Council operates. While the confirmation of a multi-year financial settlement provides a welcome degree of stability and planning certainty, a number of material risks remain that could impact the Council’s ability to deliver a balanced and sustainable budget over the medium term.
- 9.2. Inflationary pressures remain a key concern, particularly in relation to energy, contract inflation and pay awards. Although inflation has moderated from recent peaks, volatility in global markets and domestic economic policy could result in renewed cost pressures. These risks are compounded by the potential for interest rate fluctuations, which may affect borrowing costs and investment returns.
- 9.3. Recruitment and retention difficulties persist, especially in areas where there are national shortages of professionally qualified staff. The Council continues to explore workforce strategies to reduce reliance on agency staffing and ensure service continuity. However, the competitive labour market and rising salary expectations present ongoing financial and operational risks.

9.4. The ongoing process of Local Government Reorganisation introduces structural and transitional risks, including potential changes to service delivery models, governance arrangements and funding allocations. These changes may have both short-term financial implications and longer-term strategic impacts that are not yet fully understood.

10. Implications/Consultations

Community Safety

The budget underpins delivery of the Council's policies and priorities in relation to community safety.

Data Protection

No

Equalities

The Council has a duty under the Equalities Act, to have due regard to the need to eliminate discrimination and harassment, to advance equality of opportunity, to foster good relations and to remove or minimise disadvantages suffered by persons who share protected characteristics. Compliance with these duties in the Equalities Act does permit the Council to treat some persons more favourably than others, but only to the extent that such conduct is not otherwise prohibited. In setting the budget, decisions on some matters may be particularly relevant to the discharges of this duty, particularly fees and charges concessions and an equalities impact assessment will be undertaken to assess and ensure compliance with this duty.

Environmental Sustainability

The budget underpins delivery of the council's policies and priorities in relation to the environmental and sustainability areas.

Financial

All financial implications are contained within the report.

Health and Safety

None directly arising from this report.

Human Resources

The budget provides provision of a pay award for up to 3% in 2026/27. The actual award is subject to national NJC negotiations.

Human Rights

None directly arising from this report.

Legal

The Council is required to set a balanced budget each year. The Local Government Finance Act 1992 (as amended by the Localism Act 2011) requires the Council to estimate revenue expenditure and income for the forthcoming year from all sources, together with government grant and contributions from reserves, in order to determine a basic Council Tax Requirement.

Section 25 of the Local Government Act 2003 requires the Chief Finance Officer to report on the robustness of the estimates and adequacy of reserves to the council when it is considering the budget.

Specific Wards

No

11. Background papers, appendices and other relevant material

11.1. Budget 2025/26 & Medium Term Financial Plan 2025-2035 – Council 26 February 2025.

11.2. Medium Term Financial Plan 2026-2031 – Executive 7 October 2025

11.3. Appendices:

- Appendix A MTFP 2026-2031
- Appendix B Fees and Charges 2026/27
- Appendix C Earmarked Reserves
- Appendix D Section 25 Report

Contact Member	Councillor Carl Brittain Executive Member for Financial Sustainability <u>carl.brittain@eastherts.gov.uk</u>
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Report Author	Brian Moldon Director for Finance, Risk and Performance <u>Brian.moldon@eastherts.gov.uk</u>



General Fund Revenue Budget and Medium Term Financial Plan

2026/27 to 2030/31

Appendix A

2025/26	Cost of Services	2026/27	2027/28	2028/29	2029/30	2030/31
		£000	£000	£000	£000	£000
305	Chief Executive's Office	313	323	333	343	353
1,855	Communications, Strategy & Policy	1,850	1,907	1,965	2,025	2,087
2,073	Housing and Health	3,482	3,655	3,779	3,872	3,970
700	Operations	1,203	1,622	1,887	2,155	2,420
(200)	Hertford Theatre	(200)	(375)	(350)	(324)	(304)
2,285	Planning & Building Control	2,373	2,471	2,572	2,677	2,784
844	Shared Revenues & Benefits Service	618	692	769	849	978
2,971	IT Shared Service	2,959	3,061	3,167	3,277	3,392
1,436	Legal & Democratic Services	1,527	1,579	1,632	1,687	1,728
519	Human Resources & Org Development	656	671	688	704	721
2,528	Strategic Finance & Property	2,319	2,647	2,876	3,101	3,393
705	Centrally Managed Costs	937	939	941	943	943
(150)	Revenue Costs Capitalised	(70)	(50)	(20)	(20)	(20)
50	Capital Expenditure Charged to a Revenue Account	50	50	50	50	50
15,921	Net Cost of Services	18,017	19,192	20,290	21,339	22,494
2025/26	Corporate Budgets	2026/27	2027/28	2028/29	2029/30	2030/31
		£000	£000	£000	£000	£000
(100)	Fees and Charges Annual Review	(50)	(100)	(150)	(200)	(250)
1,634	Minimum Revenue Provision	1,453	1,453	1,479	1,479	1,479
3,269	Interest Payable on Loans	2,508	2,310	2,190	1,986	1,986
(1,000)	Investment Income	(600)	(600)	(600)	(600)	(600)
637	Pension Fund Deficit Contribution					
4,440	Total Corporate Budgets	3,311	3,063	2,919	2,665	2,615
(63)	Savings identified 2026/27	(436)	(436)	(436)	(436)	(436)
	Savings identified 2027/28		(648)	(648)	(648)	(648)
	Savings identified 2028/29			(210)	(210)	(210)
	Savings proposed 2026/27	(454)	(454)	(454)	(454)	(454)
	Pressures	771	549	0	0	0
	Savings to be found					
	Total Savings & Pressures	(119)	(989)	(1,748)	(1,748)	(1,748)
20,298	Total Costs	21,209	21,266	21,461	22,256	23,361

2025/26	Government Funding & Council Tax	2026/27	2027/28	2028/29	2029/30	2030/31
£000	£000	£000	£000	£000	£000	£000
(5,092)	Retained Business Rates - Business Rates	(2,657)	(2,718)	(2,773)	(2,773)	(2,773)
(1,193)	New Homes Bonus Grant	0	0	0	0	0
(141)	Revenue Support Grant	(4,274)	(3,672)	(3,041)	(3,041)	(3,041)
(403)	General Government Grants	0	0	0	0	0
(179)	NI grant					
	Homelessness, Rough Sleeping and Domestic Abuse	(901)	(987)	(1,022)	(1,022)	(1,022)
(13,131)	Council Tax Demand on the Collection Fund	(13,627)	(14,139)	(14,670)	(15,220)	(15,790)
	Collection Fund (Surplus)/Deficit					
(20,139)	Total Government Funding & Council Tax	(21,459)	(21,516)	(21,505)	(22,055)	(22,625)
159 Net Budget before Reserves movements		(250)	(250)	(44)	200	735
2025/26	Contributions to/(from) Reserves	2026/27	2027/28	2028/29	2029/30	2030/31
£000	£000	£000	£000	£000	£000	£000
0	Contributions to Earmarked Reserves	250	250	0	0	0
(164)	Contributions (from) Earmarked Reserves	0	0	0	0	0
	Contributions to General Fund					
	Contributions (from) General Fund					
(164)	Total Contributions to/(from) Reserves	250	250	0	0	0
(5) Net Budget Position		0	0	(44)	200	735



Parking Fees

Tariff
01 April 2025

Tariff
01 April 2026
Inclusive of VAT

CAR PARK - LOCATION - CHARGEABLE HOURS

Jackson Square - Bishop's Stortford

Mon – Sat (7.30am – 6.30pm)

Up to 1 hour

Up to 2 hours

Up to 3 hours

Up to 4 hours

Up to 5 hours

Public Holidays except Christmas Day Up to 11 hours (All Day)

Sunday Up to 11 hours (All Day)

£1.20
£2.40
£3.60
£4.80
£6.00
£2.00
£2.00

NO FREE
£1.25
£2.50
£3.70
£5.00
£6.20
£2.10
£2.10

Link Road - Bishop's Stortford:

Mon – Sat (7.30am – 8.00pm)

Up to 1 hour

Up to 2 hours

Up to 3 hours

Up to 4 hours

Up to 5 hours

Sunday Up to 12.5 hours (All Day)

Public Holidays except Christmas Day to 12.5 hours (All Day)

£1.20
£2.40
£3.60
£4.80
£6.00
£2.00
£2.00

NO FREE
£1.25
£2.50
£3.70
£5.00
£6.20
£2.10
£2.10

Northgate End MSCP - Bishop's Stortford

Mon – Sat (7.30am – 8.00pm)

Up to 1 hour

Up to 2 hours

Up to 3 hours

Up to 4 hours

Up to 5 hours

Up to 12.5 hours (All Day)

Sunday Up to 12.5 hours (All Day)

Public Holidays except Christmas Day 12.5 hours (All Day)

£1.00
£2.00
£2.60
£3.20
£3.70
£4.20
£1.60
£1.60

NO FREE
£1.05
£2.10
£2.70
£3.30
£3.80
£4.40
£1.70
£1.70

Apton Road, Basbow Lane, - Bishop's Stortford

Mon – Sat (7.30am – 8.00pm)

Up to 30 mins (Free)

Up to 1 hour

Up to 2 hours

Up to 3 hours

Up to 4 hours

Up to 5 hours

Up to 12.5 hours (All Day)

Sunday Up to 12.5 hours (All Day)

Public Holidays except Christmas Day up to 12.5 hours (All Day)

£0.00
£1.20
£2.40
£3.60
£4.80
£6.00
£7.80
£2.00
£2.00

£0.00
£1.25
£2.50
£3.70
£5.00
£6.20
£8.10
£2.10
£2.10

Crown Terrace A - Bishop's Stortford

Mon – Sat (7.30am – 8.00pm)

Up to 30 mins (Free)

Up to 1 hour

Up to 2 hours

Up to 3 hours

Sunday Up to 12.5 hours (All Day)

Public Holidays except Christmas Day up to 12.5 hours (All Day)

£0.00
£1.20
£2.40
£3.60
£2.00
£2.00

£0.00
£1.25
£2.50
£3.70
£2.10
£2.10

Tariff
01 April 2025

Tariff
01 April 2026
Inclusive of VAT

CAR PARK - LOCATION - CHARGEABLE HOURS

Crown Terrace B - Bishop's Stortford
Mon – Fri (8.30am – 8.00pm)
Up to 30 mins (Free)
Up to 5 hours
Up to 12.5 hours (All Day)
Sat (8.30am – 8.00pm)
Up to 30 mins (Free)
Up to 1 hour
Up to 2 hours
Up to 3 hours
Up to 4 hours
Up to 5 hours
Up to 12.5 hours (All Day)
Sunday Up to 12.5 hours (All Day)
Public Holidays except Christmas Day up to 12.5 hours (All Day)

£0.00
£6.00
£7.20
£0.00
£1.20
£2.40
£3.60
£4.80
£6.00
£7.20
£2.00
£2.00

£0.00
£6.20
£7.50
£0.00
£0.00
£1.25
£2.50
£3.70
£5.00
£6.20
£7.50
£2.10
£2.10

Elm Road - Bishop's Stortford
Mon – Sat (7.30am – 8.00pm)
Up to 30 mins (Free)
Up to 5 hours
Up to 12.5 hours (All Day)
Sunday Up to 12.5 hours (All Day)
Public Holidays except Christmas Day up to 12.5 hours (All Day)

£0.00
£4.00
£5.00
£2.00
£2.00

£0.00
£4.20
£5.20
£2.10
£2.10

Grange Paddocks A - Bishop's Stortford
Mon – Sat (9.00am – 8.00pm)
Up to 2.5 hours
Up to 11 hours (All Day)
Sunday Up to 11 hours (All Day)
Public Holidays except Christmas Day up to 11 hours (All Day)

£2.00
£3.50
£2.00
£2.00

NO FREE
£2.10
£3.60
£2.10
£2.10

Grange Paddocks B - Bishop's Stortford
Mon – Sat (9.00am – 8pm)
Up to 2.5 hours (Free)
Up to 5 hours
Sunday Up to 8 hours (All Day)
Public Holidays except Christmas Day up to 8 hours (All Day)

£0.00
£3.50
£2.00
£2.00
£0.00

£0.00
£3.60
£2.10
£2.10
£0.00

Grange Paddocks C - Bishop's Stortford
Mon – Sun (9.00am – 8pm)
Up to 2.5 hours (Free)
Up to 5 hours
Sunday Up to 8 hours (All Day)
Public Holidays except Christmas Day up to 8 hours (All Day)

£0.00
£3.50
£2.00
£2.00
£0.00

New Standard Tariff Structure
£0.00
£1.20
£2.40
£3.60
£2.00
£2.10
£2.10

Tariff
01 April 2025

Tariff
01 April 2026
Inclusive of VAT

CAR PARK - LOCATION - CHARGEABLE HOURS
St Andrew Street - Hertford

Mon – Sat (7.30am – 8.00pm)	
Up to 30 mins (Free)	
Up to 1 hour	
Up to 2 hours	
Up to 3 hours	
Up to 4 hours	
Up to 5 hours	
Sunday Up to 12.5 hours (All Day)	
Public Holidays except Christmas Day up to 12.5 hours (All Day)	

£0.00
£1.20
£2.40
£3.60
£4.80
£6.00
£2.00
£2.00

£0.00
£1.25
£2.50
£3.70
£5.00
£6.20
£2.10
£2.10

Gascoyne Way Multi Storey - Levels B,C,D; Hartham Lane; Hartham Common; Port Vale - Hertford

Mon – Sat (7.30am – 8.00pm)	
Up to 30 mins (Free)	
Up to 1 hour	
Up to 2 hours	
Up to 3 hours	
Up to 4 hours	
Up to 5 hours	
Up to 12.5 hours (All Day)	
Sunday Up to 12.5 hours (All Day)	
Public Holidays except Christmas Day up to 12.5 hours (All Day)	

£0.00
£1.20
£2.40
£3.60
£4.80
£6.00
£7.20
£2.00
£2.00

£0.00
£1.25
£2.50
£3.70
£5.00
£6.20
£7.50
£2.10
£2.10

Old London Road - Hertford

Mon – Sat (7.30am – 8.00pm)	
Up to 30 mins (Free)	
Up to 1 hour	
Up to 2 hours	
Up to 3 hours	
Up to 4 hours	
Up to 5 hours	
Up to 12.5 hours (All Day)	
Commercial Vehicles	
Sunday Up to 12.5 hours (All Day)	
Public Holidays except Christmas Day up to 12.5 hours (All Day)	

£0.00
£6.00
£16.00
£2.00
£2.00

New Standard Tariff Structure
£0.00
£1.25
£2.50
£3.70
£5.00
£6.20
£7.50
£17.00
£2.10
£2.10

Wallfields - Hertford

Mon – Fri (9.00am – 5.00pm)	
Up to 2 hours (Free)	
Up to 3 hours	
Up to 4 hours	
Up to 5 hours	
Sat (9.00am – 5.00pm)	
Up to 2 hours (Free)	
Up to 3 hours	
Up to 4 hours	
Up to 5 hours	
Up to 8 hours (All Day)	
Sunday Up to 8 hours (All Day)	
Public Holidays except Christmas Day up to 8 hours (All Day)	

£0.00
£1.20
£2.40
£3.60
£0.00
£1.20
£2.40
£3.60
£7.20
£2.00
£2.00

£0.00
£1.25
£2.50
£3.70
£5.00
£6.20
£7.50
£2.10
£2.10

Tariff
01 April 2025

Tariff
01 April 2026
Inclusive of VAT

CAR PARK - LOCATION - CHARGEABLE HOURS
Kibes Lane - Ware

Mon – Sat (7.30am – 8.00pm)
Up to 30 mins (Free)
Up to 1 hour
Up to 2 hours
Up to 3 hours
Up to 4 hours
Up to 5 hours
Sunday Up to 12.5 hours (All Day)
Public Holidays except Christmas Day up to 12.5 hours (All Day)

£0.00
£1.20
£2.40
£3.60
£4.80
£6.00
£2.00
£2.00

New Standard Tariff Structure
£0.00
£1.25
£2.50
£3.70
£5.00
£6.20
£2.10
£2.10

Amwell End - Ware

Mon – Sat (7.30am – 8.00pm)
Up to 30 mins (Free)
Up to 1 hour
Up to 2 hours
Up to 3 hours
Up to 4 hours
Up to 5 hours
Up to 12.5 hours (All Day)
Sunday Up to 12.5 hours (All Day)
Public Holidays except Christmas Day up to 12.5 hours (All Day)

£0.00
£1.20
£2.40
£3.60
£4.80
£6.00
£7.80
£2.00
£2.00

£0.00
£1.25
£2.50
£3.70
£5.00
£6.20
£8.10
£2.10
£2.10

Baldock Street, Priory Street - Ware

Mon – Sat (7.30am – 8.00pm)
Up to 30 mins (Free)
Up to 1 hour
Up to 2 hours
Up to 3 hours
Up to 4 hours
Up to 5 hours
Up to 12.5 hours (All Day)
Sunday Up to 12.5 hours (All Day)
Public Holidays except Christmas Day up to 12.5 hours (All Day)

£0.00
£1.20
£2.40
£3.60
£4.80
£6.00
£7.20
£2.00
£2.00

£0.00
£1.25
£2.50
£3.70
£5.00
£6.20
£7.50
£2.10
£2.10

Burgage Lane - Ware

Mon – Sat (7.30am – 8.00pm)
Up to 30 mins (Free)
Up to 1 hour
Up to 2 hours
Up to 3 hours
Sunday Up to 12.5 hours (All Day)
Public Holidays except Christmas Day up to 12.5 hours (All Day)

£0.00
£1.20
£2.40
£3.60
£2.00
£2.00

New Standard Tariff Structure
£0.00
£1.25
£2.50
£3.70
£5.00
£6.20
£2.10
£2.10

Bowling Green Lane - Buntingford
Mon – Sat (7.30am – 6.30pm)

Up to 30 mins (Free)
Up to 1 hour
Up to 2 hours
Up to 3 hours
Up to 4 hours
Up to 5 hours
Up to 11 hours (All Day)
Sunday Up to 11 hours (All Day)
Public Holidays except Christmas Day Up to 11 hours (All Day)

2025-2026
£0.00
£2.10
£4.20
£2.00

New Standard Tariff Structure
£0.00
£0.70
£1.40
£2.10
£2.80
£3.50
£4.20
£1.50
£1.50

Tariff
01 April 2025

Tariff
01 April 2026
Inclusive of VAT

CAR PARK - LOCATION - CHARGEABLE HOURS

Bell Street - Sawbridgeworth
Mon – Sat (7.30am – 6.30pm)
Up to 30 mins (Free)
Up to 1 hour
Up to 2 hours
Up to 3 hours
Up to 4 hours
Up to 5 hours
Up to 11 hours (All Day)
Sunday Up to 11 hours (All Day)
Public Holidays except Christmas Day up to 9.5 hours (All Day)

£0.00
£0.70
£1.40
£2.10
£2.80
£3.50
£4.20
£2.00

New Standard Tariff Structure
£0.00
£0.70
£1.40
£2.10
£2.80
£3.50
£4.20
£1.50
£1.50

High Street - Stanstead Abbotts
Mon – Sat (7.30am – 6.30pm)
Up to 30 mins (Free)
Up to 1 hour
Up to 2 hours
Up to 3 hours
Up to 4 hours
Up to 5 hours
Up to 11 hours (All Day)
Sunday Up to 11 hours (All Day)
Public Holidays except Christmas Day Up to 11 hours (All Day)

£0.00
£0.70
£1.40
£2.10
£2.80
£3.50
£4.20
£1.50
£1.50

New Standard Tariff Structure
£0.00
£0.70
£1.40
£2.10
£2.80
£3.50
£4.20
£1.50
£1.50

CAR PARKS TIMES & HOURS
Market Trader Tariff - Apton Road & Link Road - Bishop's Stortford
Commercial vehicles Tariff - Old London Road - Hertford

Tariff
£4.80
£16.00

£5.00
£17.00



Basis of Charge	Unit of Charge	2025/26 Charge Ex. VAT £	2026/27 Charge Ex. VAT £	VAT
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Environmental Health Charges

Animal licences - Grant or renewal cost of one licensable activity	Cost Recovery	Every 1 to 3 years	532.00	554.00	OS
Animal licences - Grant or renewal cost per additional licensable activity	Cost Recovery	Every 1 to 3 years	280.00	292.00	OS
Animal licences - Hiring of horses annual inspection fee (plus hiring of horses additional charge below) (invoiced after each annual inspection)	Cost Recovery	Every 1 to 3 years	255.00	265.00	OS
Animal Licences - Hiring of horses additional charge per horse	Cost Recovery	Every 1 to 3 years	15.00	17.00	OS
Animal licences - Minor variation of a current licence (no site visit)	Cost Recovery	per variation	127.00	132.00	OS
Animal licences - Variation of a current licence (involving site visit) (plus vet fees)	Cost Recovery	per variation	288.00	300.00	OS
Animal licences - Re-evaluation of a licenced premises star rating (plus vet fees)	Cost Recovery	per inspection	394.00	410.00	OS
Animal Licences - 'arrangers fee' for one licensable activity	Cost Recovery	Every 1 to 3 years	558.00	580.00	OS
Zoos - New Licence (plus vet fees)	Cost Recovery	per 4 year registration	2,912.00	3,030.00	OS
Zoos - Year 3 periodical inspection (plus vet fees)	Cost Recovery	per inspection	2,646.00	2,790.00	OS
Zoos - Year 6 renewal licence inspection (plus vet fees)	Cost Recovery	per 6 years	2,682.00	2,790.00	OS
Zoos - Transfer of Licence (plus vet fees)	Cost Recovery	per transfer	1,055.00	1,100.00	OS
Dangerous Wild Animals (plus vet fees)	Cost Recovery	per 2 years	442.00	460.00	OS
Registration for Skin Piercing (Premises)	Cost Recovery	per business	265.00	276.00	OS
Registration for Skin Piercing (Person) - when registered at the time of premises registration	Cost Recovery	per person	15.00	16.00	OS
Registration for Skin Piercing (Person) - when registered after/independently of premises registration	Cost Recovery	per person or premises	191.00	200.00	OS
Registration for Peripatetic Skin Piercing	Cost Recovery	per business	277.00	290.00	OS
Update to an existing Skin Piercing registration (minor update not needing site visit). If visit needed see registration of premises and/or person cost	Cost Recovery	per update	92.00	96.00	OS
Replacement of any environmental health licence, FHRS sticker or registration certificate	Cost Recovery	per licence	30.00	32.00	OS
Mobile homes sites - fit and proper person checks (exc DBS costs)	Cost Recovery	Per check	198.00	210.00	OS
	Cost Recovery	per hour or part	89.00	93.00	OS

Food Hygiene & Safety

Issue of certificate following surrender of food - first hour (plus disposal costs)	Cost Recovery	per hour or part	89.00	93.00	OS
Issue of certificate following surrender of food - additional hours (plus disposal costs)	Cost Recovery	per hour or part	59.00	62.00	OS
Food export health certificate (first hour)	Cost Recovery	per hour or part	91.00	95.00	OS
Food export health certificate (additional hours)	Cost Recovery	per hour or part	59.00	62.00	OS
Letter confirming food premises registration	Cost Recovery	per certificate	35.00	37.00	OS
Food Hygiene Rating Scheme Rescoring Visit	Cost Recovery	per visit	214.00	223.00	OS



Basis of Charge	Unit of Charge
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2025/26 Charge Ex. VAT £

2026/27 Charge Ex. VAT £	VAT
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Miscellaneous Fees & Charges

Contaminated Land/ additional land charge enquiry (simple land search)	Cost Recovery	per enquiry
Contaminated Land/ additional land charge enquiry (detailed land search)	Cost Recovery	per enquiry
Statement of fact for civil cases (first hour)	Cost Recovery	First hour or part
Statement of fact for civil cases (additional hour)	Cost Recovery	per hour or part
Processing Section 61 notice application	Cost Recovery	per enquiry
Attendance at Exhumations (first hour)	Cost Recovery	First hour or part
Attendance at Exhumations (additional hours)	Cost Recovery	per hour or part
Public health burials (first hour)	Cost Recovery	First hour or part
Public health burials (additional hour)	Cost Recovery	per hour or part

87.00	91.00	OS
230.00	240.00	OS
93.00	97.00	S
59.00	62.00	S
91.00	95.00	OS
93.00	97.00	OS
59.00	62.00	OS
91.00	95.00	OS
59.00	62.00	OS

Private Water Supplies

Risk Assessment (first hour) (plus costs incurred by specialist inspector)	Cost Recovery	First hour or part
Risk Assessment (additional hour) (plus costs incurred by specialist inspector)	Cost Recovery	per hour or part
Risk Assessment (Desktop) - first hour	Cost Recovery	First hour or part
Risk Assessment (Desktop) - additional hours	Cost Recovery	per hour or part
Sampling Visit - first hour (plus analysis costs)	Cost Recovery	First hour or part
Sampling Visit - additional hours (plus analysis costs)	Cost Recovery	per hour or part
Sampling - Desktop review of results (first hour)	Cost Recovery	First hour or part
Sampling - Desktop review of results (additional hours)	Cost Recovery	per hour or part
Investigation - first hour (plus analysis costs)	Cost Recovery	First hour or part
Investigation - additional hours (plus analysis costs)	Cost Recovery	per hour or part
Granting of Authorisation -first hour	Cost Recovery	First hour or part
Granting of Authorisation - additional hours	Cost Recovery	per hour or part

89.00	93.00	S
52.00	55.00	S
89.00	93.00	S
52.00	55.00	S
82.00	86.00	S
52.00	55.00	S
82.00	86.00	OS
52.00	55.00	OS
82.00	86.00	OS
52.00	55.00	OS
121.00	126.00	OS
67.00	70.00	OS

Private Sector Housing

Standards inspection for immigration	Cost Recovery	per inspection
Housing Notices (excluding any costs incurred for additional reports required to support notice service eg EICR, Structural Engineering Report, Damp Survey which will be charged separately)	Cost Recovery	fixed charge
Housing Notices Recovery of cost to arrange for professional reports (plus professional costs)	Cost Recovery	per professional report
Fixed penalty for failure to belong to an approved redress scheme	Cost Recovery	fixed charge
Licence for a HMO with no more than 5 bedrooms - full fee upon application	Cost Recovery	per licence
Licence for a HMO with no more than 5 bedrooms - Part 1 Fee	Cost Recovery	per licence
		per licence - final before issuing licence
Licence for an HMO - Part 2 Fee	Cost Recovery	per licence
Additional bedrooms	Cost Recovery	each
Renewal of HMO Licence - Full fee upfront.	Cost Recovery	per licence

201.00	210.00	S
450.00	470.00	OS
85.00	89.00	OS
5,000.00	5,000.00	OS
1,377.00	1,432.00	OS
1,112.00	1,157.00	OS
293.00	305.00	OS
29.00	31.00	OS
1,145.00	1,191.00	OS

Renewal of HMO Licence - Two-part fee - Part 1	Cost Recovery	per licence - initial at application	880.00	916.00	OS
Renewal of HMO Licence - Two-part fee - Part 2	Cost Recovery	per licence - final before issuing licence	293.00	305.00	OS
HMO Confirmation Letters for licensable HMOs after application has been received	Cost Recovery	per letter	35.00	37.00	OS
Housing Advice Visit	Cost Recovery	per visit	388.00	404.00	S



Basis of Charge	Unit of Charge

2025/26 Charge Ex. VAT £

2026/27 Charge Ex. VAT £	VAT

Other Licenses

Sex Establishments		per annum
Sex Establishments		per renewal
Sex Establishments		transfer
Hypnotism Act 1952 - Occasional licensed premises		
Hypnotism Act 1952 - Occasional unlicensed premises		
Scrap Metal Site Licence		per licence granted
Scrap Metal Site Licence		per licence renewed
Scrap Metal Site Licence - Variation, Name Change, Change of Site		per change
Scrap Metal Collectors Licence		per licence granted
Scrap Metal Collectors Licence		per licence renewed
Scrap Metal Collectors Licence - Variation, Name Change		per change

3,760.00	3,910.00	OS
3,330.00	3,460.00	OS
108.00	112.00	OS
217.00	226.00	OS
835.00	870.00	OS
353.00	370.00	OS
263.00	275.00	OS
63.00	65.00	OS
320.00	332.00	OS
229.00	240.00	OS
63.00	65.00	OS

Taxi Licensing

Private Hire vehicle (new) - 1 year	Cost Recovery	per new licence
Private Hire vehicle (renewal) - 1 year	Cost Recovery	per renewal
Vehicle - either Hackney Carriage or Private Hire (new) HC only - 1 year	Cost Recovery	per new licence
Vehicle - either Hackney Carriage or Private Hire (renewal) HC only - 1 year	Cost Recovery	per renewal
Dual Driver or Private Hire Driver (new) - 3 year	Cost Recovery	per new licence
Dual Driver or Private Hire Driver (renewal) - 3 year	Cost Recovery	per renewal
Dual Driver or Private Hire Driver (new) - 1 year	Cost Recovery	per new licence
Dual Driver or Private Hire Driver (renewal) - 1 year	Cost Recovery	per renewal
Private Hire Operator - 5 year (new)	Cost Recovery	per new licence
Private Hire Operator - 5 year (renewal)	Cost Recovery	per renewal
Private Hire Operator - 1 year (new)	Cost Recovery	per new licence
Private Hire Operator - 1 year (renewal)	Cost Recovery	per renewal
Change of vehicle (new vehicle on old plate number)	Cost Recovery	Per vehicle
Change of vehicle (courtesy car)	Cost Recovery	Per vehicle
Vehicle Inspection (5 year check)	Cost Recovery	Per vehicle
Private Hire Driver converted to Dual Driver	Cost Recovery	Per driver
Private Hire Driver converted to Hackney Carriage vehicle	Cost Recovery	Per driver
Change of vehicle proprietor	Cost Recovery	Per vehicle
Change of DVLA details (registration number etc.)	Cost Recovery	Per vehicle
Change of Drivers address	Cost Recovery	Per driver
Knowledge test and training day (all new applicants)	Cost Recovery	Per driver

308.00	308.00	OS
287.00	287.00	OS
400.00	400.00	OS
318.00	318.00	OS
394.00	394.00	OS
284.00	284.00	OS
343.00	343.00	OS
234.00	243.00	OS
302.00	302.00	OS
296.00	296.00	OS
267.00	267.00	OS
267.00	267.00	OS
62.00	65.00	OS
96.00	100.00	OS
38.00	40.00	OS
32.00	33.00	OS
113.00	118.00	OS
43.00	45.00	OS
64.00	67.00	OS
13.00	14.00	OS
103.00	108.00	OS

Resit of both routes and rules & regulations tests	Cost Recovery	Per driver	55.00	57.00	OS
Resit of routes test only	Cost Recovery	Per driver	36.00	38.00	OS
Update training for existing drivers	Cost Recovery	Per driver	65.00	68.00	OS
Enhanced DBS Online	Cost Recovery	Per person	99.00	103.00	OS
English Competency testing (in our offices)	Cost Recovery	Per person	102.00	106.00	OS
English Competency testing (remote)	Cost Recovery	Per person	82.00	85.00	OS
Roof light (complete)	Cost Recovery	per light	68.00	71.00	S
Roof light (top cover only)	Cost Recovery	per light	47.00	49.00	S
Roof Light (base)	Cost Recovery	per light	32.00	33.00	S
Replacement drivers badges	Cost Recovery	Each	20.00	21.00	S
Hackney Carriage Replacement plate (or additional for a trailer)	Cost Recovery	Each	21.00	22.00	S
Private Hire Vehicle replacement plate	Cost Recovery	Each	23.00	24.00	S
Roof light bulbs	Cost Recovery	Each	3.00	3.00	S
Magnets (sold as a pair)	Cost Recovery	Per pair	19.00	20.00	S
Executive Disc (private hire vehicles only)	Cost Recovery	Each	14.00	15.00	S



Basis of Charge	Unit of Charge

2025/26 Charge Ex. VAT £

2026/27 Charge Ex. VAT £	VAT

Premises Licenses

Application for premises, club premises certificate, variations (excluding change of name and address or designated premises supervisor) conversion/variation - Band A - rateable value £0-£4,300	Statutory Fee	per band A premises	100.00	100.00	OS
Application for premises, club premises certificate, variations (excluding change of name and address or designated premises supervisor) conversion/variation - Band B - rateable value £4,301-33,000	Statutory Fee	per band B premises	190.00	190.00	OS
Application for premises, club premises certificate, variations (excluding change of name and address or designated premises supervisor) conversion/variation - Band C - rateable value £33,001-£87,000	Statutory Fee	per band C premises	315.00	315.00	OS
Application for premises, club premises certificate, variations (excluding change of name and address or designated premises supervisor) conversion/variation - Band D - rateable value £87,001-£125,000	Statutory Fee	per band D premises	450.00	450.00	OS
Application for premises, club premises certificate, variations (excluding change of name and address or designated premises supervisor) conversion/variation - Band E - rateable value £125,000 and over	Statutory Fee	per band E premises	635.00	635.00	OS
PREMISES LICENCES (Holders of premises licences and club premises certificate) - Band A - rateable value £0-£4,300	Statutory Fee	per band A premises per	70.00	70.00	OS
PREMISES LICENCES (Holders of premises licences and club premises certificate) - Band B - rateable value £4,301-33,000	Statutory Fee	per band B premises per	180.00	180.00	OS
PREMISES LICENCES (Holders of premises licences and club premises certificate) - Band C - rateable value £33,001-£87,000	Statutory Fee	per band C premises per	295.00	295.00	OS
PREMISES LICENCES (Holders of premises licences and club premises certificate) - Band D - rateable value £87,001-£125,000	Statutory Fee	per band D premises per	320.00	320.00	OS
PREMISES LICENCES (Holders of premises licences and club premises certificate) - Band E - rateable value £125,000 and over	Statutory Fee	per band E premises per	350.00	350.00	OS

PERSONAL LICENCE	Statutory Fee	per licence	37.00	37.00	OS
Supply of copies of information contained in register		per black & white A4 sheet	0.16	0.17	S
Supply of copies of information contained in register		per black & white A3 sheet	0.32	0.33	S
Supply of copies of information contained in register		per black & white A0 sheet	2.10	2.18	S
Supply of copies of information contained in register		per colour A4 sheet	0.32	0.33	S
Supply of copies of information contained in register		per colour A3 sheet	0.63	0.66	S
Supply of copies of information contained in register		per colour A0 sheet	2.42	2.52	S
Application for copy of licence or summary on theft, loss etc. of premises licence	Statutory Fee	per application	10.50	10.50	OS
Notification of change of name or address (holder of premises licence)	Statutory Fee	per change	10.50	10.50	OS
Application to vary or to specify individual as premises supervisor	Statutory Fee	per application	23.00	23.00	OS
Application to transfer premises licence	Statutory Fee	per application	23.00	23.00	OS
Interim authority notice	Statutory Fee	per notice	23.00	23.00	OS
Application for making of a provisional statement	Statutory Fee	per statement	315.00	315.00	OS
Application for copy of certificate or summary on theft, loss etc. of certificate or summary on premises licence	Statutory Fee	per copy	10.50	10.50	OS
Notification of change of name or alteration of club rules	Statutory Fee	per change	10.50	10.50	OS
Change of relevant registration address of club	Statutory Fee	per change	10.50	10.50	OS
Temporary event notice	Statutory Fee	per notice	21.00	21.00	OS
Application of copy of notice on theft, loss etc. of temporary event notice	Statutory Fee	per copy	10.50	10.50	OS
Application of copy of licence on theft, loss etc. of personal licence	Statutory Fee	per copy	10.50	10.50	OS
Notification of change of name or address (personal licence)	Statutory Fee	per change	10.50	10.50	OS
Notice of interest in any premises	Statutory Fee	per notice	21.00	21.00	OS



Basis of Charge	Unit of Charge	2025/26 Charge Ex. VAT £	2026/27 Charge Ex. VAT £	VAT
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Gambling Act

Bingo Premises		per licence	3,421.00	3,500.00	OS
Bingo Premises		per variation	1,711.00	1,750.00	OS
Bingo Premises		per transfer	1,173.00	1,200.00	OS
Bingo Premises		Annual Fee	978.00	1,000.00	OS
Adult Gaming Centre Premises		per licence	1,977.00	2,000.00	OS
Adult Gaming Centre Premises		per variation	978.00	1,000.00	OS
Adult Gaming Centre Premises		per transfer	1,150.00	1,200.00	OS
Adult Gaming Centre Premises		Annual Fee	978.00	1,000.00	OS
Betting Premises (Track)		per licence	2,444.00	2,500.00	OS
Betting Premises (Track)		per variation	1,223.00	1,250.00	OS
Betting Premises (Track)		per transfer	929.00	950.00	OS
Betting Premises (Track)		Annual Fee	978.00	1,000.00	OS
Betting Premises (Other)		per licence	2,939.00	3,000.00	OS
Betting Premises (Other)		per variation	1,467.00	1,500.00	OS
Betting Premises (Other)		per transfer	1,173.00	1,200.00	OS
Betting Premises (Other)		Annual Fee	383.00	400.00	OS
Family Entertainment Centre Premises		per licence	1,955.00	2,000.00	OS
Family Entertainment Centre Premises		per variation	978.00	1,000.00	OS
Family Entertainment Centre Premises		per transfer	929.00	950.00	OS
Family Entertainment Centre Premises		Annual Fee	733.00	750.00	OS
Temporary Use Notices		per notice	525.00	525.00	OS
Temporary Use Notices		per copy	26.00	26.00	OS
Gaming Machine Permit 10 years (Up to 2 machines)	Statutory Fee	per permit	150.00	150.00	OS
Gaming Machine Permit 10 years (Up to 2 machines)	Statutory Fee	per variation	100.00	100.00	OS
Gaming Machine Permit 10 years (Up to 2 machines)	Statutory Fee	per transfer	25.00	25.00	OS
Notification 2 gaming machines	Statutory Fee	per notice	50.00	50.00	OS
Club Gaming Machine Permit 5 years (Up to 3 machines)	Statutory Fee	per permit	100.00	100.00	OS
Club Gaming Machine Permit	Statutory Fee	Annual Fee	50.00	50.00	OS
Small Lotteries	Statutory Fee	per setup	40.00	40.00	OS
Small Lotteries	Statutory Fee	per renewal	20.00	20.00	OS

Business & Planning Act 2024

Pavement License New (2 Years)		2 years	500.00	500.00	OS
Pavement License Renewal (2 years)		2 Years	350.00	350.00	OS
Removal of unauthorised Furniture		Per notice	210.00	210.00	OS
Storage per week		Per notice	175.00	175.00	OS
Disposal of furniture		per notice	295.00	295.00	OS
Distribution of free literature - 1 year		Per license	34.00	36.00	S

Street Trading

Street Trading: Occasional Registered Charity (up to one month)	Cost Recovery	per month	88.00	92.00	OS
Street Trading: Occasional (up to one month)	Cost Recovery	per month	172.00	180.00	OS
Street Trading: Peripatetic (e.g. ice cream van)	Cost Recovery	per annum	497.00	517.00	OS
Street Trading: Static (e.g. burger van)	Cost Recovery	per annum	505.00	526.00	OS

Transfer of street trading consent	Cost Recovery	per transfer	69.00	72.00	OS
Variation of street trading consent	Cost Recovery	Per variation	69.00	72.00	OS
Street trading consent refund - greater than 6 months left on consent	Cost Recovery	per consent	25% of fee paid	-	OS
Street trading consent refund - between 3 and 6 months left on consent	Cost Recovery	per consent	10% of fee paid	-	OS



Basis of Charge	Unit of Charge	2025/26 Charge Ex. VAT £	2026/27 Charge Ex. VAT £	VAT
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Markets

Hertford commercial (Friday or Saturday)		Annual		
Hertford commercial (Friday or Saturday)		6 Months		
Hertford commercial (Friday or Saturday)		Quarterly		
Ware commercial (Friday or Saturday)		Annual		
Ware commercial (Friday or Saturday)		6 Months		
Ware commercial (Friday or Saturday)		Quarterly		
Commercial Markets (Any two) note 1		Annual		
Commercial Markets (Any two)		6 Months		
Commercial Markets (Any two)		Quarterly		
Commercial Markets (All three) note 2		Annual		
Commercial Markets (All three)		6 Months		
Commercial Markets (All three)		Quarterly		
Hertford Farmers Market note 3		Annual		
Hertford Farmers Market		6 Months		
Hertford Farmers Market		Quarterly		
Hertford Farmers Market		Daily		
Electricity (lights & till only)		Per day		
Electricity (lights & till & cooking)		Per day		
Comercial Market Incentive Discount		Annual		
Comercial Market Incentive Discount		6 Months		
Comercial Market Incentive Discount		Quarterly		

-	460.00	OS
-	240.00	OS
-	150.00	OS
-	460.00	OS
-	240.00	OS
-	150.00	OS
-	880.00	OS
-	460.00	OS
-	275.00	OS
-	1,260.00	OS
-	660.00	OS
-	400.00	OS
-	360.00	OS
-	190.00	OS
-	100.00	OS
-	11.00	OS
4.50	4.50	S
7.50	7.50	S
-	26.00	
-	13.00	
-	6.50	

Note 1 - Can be any two from Hertford Commercial Saturday, Hertford Commercial Friday and Ware Commercial

Note 2 - Hertford Commercial Saturday, Hertford Commercial Friday and Ware Commercial.

Note 3 - One market per month but includes stall and table.



Basis of Charge	Unit of Charge
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2025/26 Charge
Ex. VAT £

2026/27 Charge
Ex. VAT £

Hostels

Rectory & Hillcrest Hostels Single room (exc. Service charges)		per week
Rectory & Hillcrest Hostels Double room (exc. Service charges)		per week
Rectory & Hillcrest Hostels Family room (exc. Service charges)		per week
Cedar Cottage Support Hostel Self Contained Unit		per week
Bed & Breakfast - Single person		per week
Bed & Breakfast - Single person		per day
Bed & Breakfast - Single person and one child		per week
Bed & Breakfast - Single person and one child		per day
Bed & Breakfast - Single person and two children		per week
Bed & Breakfast - Single person and two children		per day
Bed & Breakfast - Couple		per week
Bed & Breakfast - Couple		per day
Bed & Breakfast - Couple and one child		per week
Bed & Breakfast - Couple and one child		per day
Bed & Breakfast - Couple and two children		per week
Bed & Breakfast - Couple and two children		per day
Bed & Breakfast - Additional children up to 16		per week
Bed & Breakfast - Additional children up to 16		per day

250.00	260.00	Z
330.00	343.00	Z
375.00	390.00	Z
377.00	392.00	Z
129.33	134.50	Z
15.80	16.43	Z
146.40	152.26	Z
20.90	21.74	Z
159.00	165.36	Z
22.80	23.71	Z
146.40	152.26	Z
20.90	21.74	Z
171.80	178.67	Z
24.50	25.48	Z
181.10	188.34	Z
26.60	27.66	Z
15.10	15.70	Z
2.10	2.18	Z

Landcharges

Registration of a charge in Part II of the register	Statutory Fee	per charge
Filing a definite certificate of the Lands Tribunal under rule 10 (3)	Statutory Fee	per certificate
Filing a judgement or order, or written request for the variation or cancellation of any entry in Part 11 of the register	Statutory Fee	per item
Inspection of documents filed in the register under rule 10, in respect of each parcel of land	Statutory Fee	per parcel of land
Office copy of any plan or other document filed pursuant to the rules	Statutory Fee	per copy
Standard search fee (CON29) VAT inclusive price	Cost Recovery	Per search
Extra parcel fee with standard search (CON29)	Cost Recovery	Per search
Standard search including all CON290 questions	Cost Recovery	Per search
CON29	Cost Recovery	Per search
Con290 Qu.4 -21	Cost Recovery	Per search
Con290 Qu.22	Cost Recovery	Per search
Extra parcel fee (Con29)	Cost Recovery	Per search
Expedited search fee	Cost Recovery	Per search

67.00	67.00	OS
2.50	2.50	OS
7.00	7.00	OS
2.50	2.50	OS
Individual Charge		OS
140.00	117.50	S
20.50	11.00	S
305.25	287.40	S
105.00	117.50	S
7.00	7.25	S
39.25	39.40	S
10.25	11.00	S
40.00	41.00	S

Legal Charges

External legal advice (Non Public Law Partnership member)	Discretionary	Per hour
Authorised Guarantee Agreement	Discretionary	Fixed
Commercial lease assignment	Discretionary	Fixed
Leases	Discretionary	Fixed
Licences	Discretionary	Fixed
Deed of covenants	Discretionary	Fixed

255.00	265.00	S
628.00	653.00	S
850.00	884.00	S
981.00	1,020.00	S
459.00	477.00	S
511.66	532.00	S

Landlord licence	Discretionary	Fixed	717.00	746.00	S
Deed of variation (complex)	Discretionary	Fixed	1,307.00	1,359.00	S
Easements	Discretionary	Fixed	1,307.00	1,359.00	S
Drafting Rent Reviews	Discretionary	Fixed	327.00	340.00	S
s.106 TCPA 1990 – simple	Discretionary	Fixed	255.00	265.00	S
s.106 TCPA – complex	Discretionary	Per Hour	255.00	265.00	S

Legal Charges continued

Deed of Surrender	Discretionary	Fixed	784.00	815.00	S
Transfer of Open Space	Discretionary	Fixed	1,046.00	1,088.00	S
Licence of alterations	Discretionary	Fixed	915.00	952.00	S
Licence to assign leasehold premises	Discretionary	Fixed	915.00	952.00	S
Notice of Assignment	Discretionary	Fixed	107.00	111.00	S
Nomination Agreement	Discretionary	Fixed	826.00	859.00	S
Leasehold Enquiry Forms	Discretionary	Fixed	193.00	201.00	S
Letter and Consent	Discretionary	Fixed	39.00	41.00	S
Residential Lease Extension	Discretionary	Fixed	551.00	573.00	S
Notice of charge	Discretionary	Fixed	130.00	135.00	S
Postponement of Charge	Discretionary	Fixed	130.00	135.00	S
Sale of land	Discretionary	Fixed	1,190.00	1,238.00	S
Footpath/Bridleway Creation or Diversion Agreement	Discretionary	Fixed	2,368.00	2,463.00	S

Street Name & Numbering

Change of house name or adding alias name	Discretionary	Per address	100.00	104.00	Z
Registering 1 plot	Discretionary	Per address	100.00	104.00	Z
Registering 2-24 plots	Discretionary	Per address	75.00	78.00	Z
Registering 25-49 plots	Discretionary	Per address	65.00	68.00	Z
Registering 50-74 plots	Discretionary	Per address	55.00	57.00	Z
Registering 75-99 plots	Discretionary	Per address	45.00	47.00	Z
Registering 100+ Plots	Discretionary	Per address	35.00	36.00	Z
Naming a new street/block where the Council Chooses a Name	Discretionary	Per road name	300.00	310.00	Z
Naming a new street/block where the developer chooses a name (Three names to be submitted with local connection and must conform to policy)	Discretionary	Per road name	400.00	425.00	Z
Renaming of street where requested by residents and/or the Town/Parish Council	Discretionary	Per address	100.00	104.00	Z
Change to new addresses due to development changing after the schedule has been issued (applies to all amended plots)	Discretionary	Per address	100.00	104.00	Z

Electoral Registration Fees

Fee for sale of the full register and notices of alteration	Statutory Fee	per sale provided electronically	20.00	20.80	Z
and an additional	Statutory Fee	per thousand or part thousand entries	1.50	1.56	Z
Fee for sale of the full register and notices of alteration	Statutory Fee	per sale printed	10.00	10.40	Z
and an additional	Statutory Fee	per thousand or part thousand entries	5.00	5.20	Z
Fee for sale of the open Register	Statutory Fee	per sale provided electronically	20.00	20.80	Z
and an additional	Statutory Fee	per thousand or part thousand entries	1.50	1.56	Z
Fee for sale of the open Register	Statutory Fee	per sale printed	10.00	10.40	Z

and an additional	Statutory Fee	per thousand or part thousand entries	5.00	5.20	Z
Fee for sale of the list of overseas electors	Statutory Fee	per sale provided electronically	20.00	20.80	Z
and an additional	Statutory Fee	per hundred or part hundred entries	1.50	1.56	Z
Fee for sale of the list of overseas electors	Statutory Fee	per sale printed	10.00	10.40	Z
and an additional	Statutory Fee	per hundred or part hundred entries	5.00	5.20	Z
Fee for sale of the marked document (register or absent voters list)	Statutory Fee	per sale provided electronically	10.00	10.40	Z



Basis of Charge	Unit of Charge

2025/26 Charge
Ex. VAT
£

2026/27 Charge
Ex. VAT
£

Electoral Registration Fees - continued

and an additional	Statutory Fee	per thousand or part thousand entries	1.00	1.04	Z
Fee for sale of the marked document (register or absent voters list)	Statutory Fee	per sale printed	10.00	10.40	Z
and an additional	Statutory Fee	per thousand or part thousand entries	2.00	2.08	Z
Photocopies of Election expense returns	Statutory Fee	Per side copied	0.20	0.21	Z
Certificate of Registration	Discretionary	per elector per year	22.00	22.88	Z
Voter Authority Certificate	Statutory Fee	per elector per year	Free		Z

Animal Control

Stray dog with ID chip (unless first offence and dog is collected the same day)		per dog	35.00	36.40	n/a
Stray dog without ID chip	Statutory Fee		60.00	60.00	n/a
Stray dog collected			25.00	26.00	n/a
Kennel Charges		per night	27.50	28.60	n/a
Assistance to third party organisations		per hour	Price on application	-	S
Provision of dog waste bag		per box of 5000	68.50	71.00	S
Dog Fouling Sign		per sign	Price on application	-	S

Pest Control

Concessionary fee for residents in receipt of income related benefit - waived in cases of hardship at the discretion of the Head of Environmental Services		per job	25.00	26.00	S
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Outdoor Exercise Group Activities

Organisations - per site	per site	1,995.00	2,075.00	S
Personal Trainers - per trainer	per trainer	745.00	775.00	S



Basis of Charge	Unit of Charge

2025/26 Charge
Ex. VAT
£

2026/27 Charge	
Ex. VAT	VAT
£	

Waste Service Fees**Garden Waste - residential**

Garden Waste Bin	Per bin per year	59.00	61.00	OS
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Trade Refuse - Commercial Customers

120 litre bin	Commercial charge	Per bin per year
240 litre bin	Commercial charge	Per bin per year
360 litre bin	Commercial charge	Per bin per year
660 litre bin	Commercial charge	Per bin per year
1100 litre bin	Commercial charge	Per bin per year
EH Sacks - per 50 sacks	Commercial charge	Per 50 sacks

7.35	7.64	OS
11.91	12.39	OS
13.24	13.77	OS
22.43	23.33	OS
28.16	29.29	OS
158.05	164.37	OS

Trade Refuse - Charities

240 litre bin	Commercial charge	Per bin per year
360 litre bin	Commercial charge	Per bin per year
660 litre bin	Commercial charge	Per bin per year
1100 litre bin	Commercial charge	Per bin per year
EH Sacks - per 50 sacks	Commercial charge	Per 50 sacks

10.47	10.90	OS
11.58	12.00	OS
18.67	19.40	OS
22.93	23.80	OS
146.44	152.00	OS

TRADE REFUSE - SCHOOLS

140 litre bin	Commercial charge	Per bin per year
240 litre bin	Commercial charge	Per bin per year
360 litre bin	Commercial charge	Per bin per year
660 litre bin	Commercial charge	Per bin per year
1100 litre bin	Commercial charge	Per bin per year
EH Sacks - per 50 sacks	Commercial charge	Per 50 sacks

7.31	7.60	OS
8.64	9.00	OS
10.86	11.30	OS
15.84	16.50	OS
19.61	20.40	OS
146.44	152.00	OS

TRADE RECYCLING - CO-MINGLED RECYCLING

Box	Commercial charge	Per box per year
140 litre bin	Commercial charge	Per bin per year
240 litre bin	Commercial charge	Per bin per year
360 litre bin	Commercial charge	Per bin per year
660 litre bin	Commercial charge	Per bin per year
1100 litre bin	Commercial charge	Per bin per year

3.15	3.30	OS
3.15	3.30	OS
4.50	4.70	OS
6.19	6.50	OS
9.91	10.30	OS
12.38	12.90	OS

TRADE RECYCLING - PAPER RECYCLING

Box	Commercial charge	Per box per year
140 litre bin	Commercial charge	Per bin per year
240 litre bin	Commercial charge	Per bin per year
360 litre bin	Commercial charge	Per bin per year

3.15	3.30	OS
3.15	3.30	OS
4.50	4.70	OS
6.19	6.50	OS

TRADE CLINICAL WASTE

Site visit	Commercial charge	Per box per year	21.32	22.17	OS
Sharps container	Commercial charge	Per bin per year	13.63	14.18	OS
Clinical Waste Sacks - infectious	Commercial charge	Per bin per year	8.42	8.76	OS
Clinical Waste Sacks - offensive	Commercial charge	Per bin per year	5.10	5.30	OS
Extra sacks delivery	Commercial charge	Per bin per year	37.44	38.94	OS

BULKY WASTE COLLECTION

Basic collection of 1 - 6 items	Cost Recovery	Per collection of 1 - 6 items	58.90	61.20	OS
Additional items - non electrical	Cost Recovery	Per item	16.30	17.00	OS
Additional items - electrical	Cost Recovery	Per item	54.30	56.50	OS
Additional items - Persistant Organic Pollutants	Cost Recovery	Per item	58.60	61.00	OS
Cancellation fee	Cost Recovery	Per cancellation	14.40	15.00	OS



Basis of Charge	Unit of Charge

2025/26 Charge Ex. VAT £

2026/27 Charge Ex. VAT £	VAT

Planning Fees**MISC DEVELOPMENT MANAGEMENT CHARGES**

Copies of any documents		per black & white A4 side	0.16	0.17	n/a
Copies of any documents		per colour A4 side	0.33	0.34	n/a
Copies of any documents		per black & white A3 side	0.33	0.34	n/a

Copies of any documents		per colour A3 side	0.66	0.69	n/a
Copies of documents provided on an electronic disc		per disc provided	19.95	20.75	n/a
Historical Research (where records available)		per hour (or part)	100.80	104.83	n/a
Legal obligation agreements - confirmation of compliance by third parties or where the monitoring		per hour (or part of) after first hour	98.70	102.65	n/a
Retrieval of externally stored microfilmed records		per microfilmed record	45.00 per hour	47.00 per hour	n/a

MINOR PRE-APPLICATION ADVICE

Householder proposals (written advice only)		Per request	218.75	227.50	S
Heritage advice only (minor scheme where site is within curtilage of Listed Building)		Per request	450.00	468.00	S
Small Commercial (written advice only)		Per request	454.80	478.00	S
Small Commercial (written advice and meeting)		Per request	-	728.00	S
Medium commercial (written advice only)		Per request	909.59	955.00	S
Medium commercial (written advice and meeting)		Per request	272.88	1,205.00	S
Other commercial or simple change of use (written advice only)		Per request	-	287.00	S
Other commercial or simple change of use (written advice, with meeting)		Per request	181.92	537.00	
Simple Adverts (written advice only)		Per request	-	191.00	S
Simple Adverts (written advice with meeting)		Per request	636.71	441.00	
10 or more adverts (written advice only)		Per request	-	669.00	S
11 or more adverts (written advice with meeting)		Per request	272.88	919.00	
Other non-residential not covered by the above (written advice only)		Per request	-	287.00	S
Other non-residential not covered by the above (written advice and meeting)		Per request	481.25	537.00	
Creation of new residential unit (written advice only)		Per request	-	505.00	S
Creation of new residential unit (written advice and meeting)		Per request	960.49	755.00	
2-5 new residential units (includes meeting)		Per request	1,152.59	1,009.00	S
6-9 new residential units (written advice only)		Per request	-	1,210.00	S
6-9 new residential units (written advice and meeting)		Per request	-	1,610.00	S

218.75	227.50	S
450.00	468.00	S
454.80	478.00	S
-	728.00	S
909.59	955.00	S
1,205.00		
272.88	287.00	S
-	537.00	
181.92	191.00	S
-	441.00	
636.71	669.00	S
-	919.00	
272.88	287.00	S
-	537.00	
481.25	505.00	S
-	755.00	
960.49	1,009.00	S
1,152.59	1,210.00	S
-	1,610.00	S

MAJOR PRE-APPLICATION ADVICE

Residential 10-24 units		Per request	3,605.39	3,786.00	S
Residential 25-49 units		Per request	5,408.09	5,678.00	S
Residential 50 - 99 units		Per request	8,112.13	8,518.00	S
Residential 100-200 units		Per request	13,520.22	14,196.00	S
Residential 200 units +		Per request	price on application	price on application	S
Small major commercial scheme		Per request	5,250.00	5,513.00	S
Medium major commercial scheme		Per request	7,875.00	8,269.00	S
Large major commercial scheme		Per request	10,500.00	11,025.00	S
Commercial chang of use		Per request	2,100.00	2,205.00	S
Other non-residential advice on major applications not covered by the above		Per request	4,375.00	4,594.00	S
Other non-residential advice on major applications not covered by the above (no floor area)		Per request	525.00	551.00	S

3,605.39	3,786.00	S
5,408.09	5,678.00	S
8,112.13	8,518.00	S
13,520.22	14,196.00	S
price on application	price on application	S
5,250.00	5,513.00	S
7,875.00	8,269.00	S
10,500.00	11,025.00	S
2,100.00	2,205.00	S
4,375.00	4,594.00	S
525.00	551.00	S

Basis of Charge	Unit of Charge
2025/26 Charge	

2025/26 Charge	2026/27 Charge
Ex. VAT £	VAT



Planning Miscellaneous

High Hedges (Part 8 of the Anti-social Behaviour Act 2003)	Per request	700.00	735.00	S
Withdrawal of notice from Enforcement Register	Per request	450.00	473.00	S
Discretionary Meeting	Per request	200.00	210.00	S
Handling Fee for long-term invalid applications	Per request	62.00	65.00	S
Discussion of provision of habitat bank for Biodiversity Net Gain	Per request	-	2,500.00	S
Chargeable amendments to applications under consideration	Per request	-	204.17	S

SELF-BUILD AND CUSTOM HOUSEBUILDING REGISTER

Entry onto Part 1 of the Register (Individuals)	per officer rate	150.00	25.00	S
Entry onto Part 2 of the Register (Individuals)	per officer rate	150.00	25.00	S
Entry onto Part 1 of the Register (Groups and Associations)	per officer rate	150.00 + 75.00 per individual	25.00	S
Entry onto Part 2 of the Register (Groups and Associations)	per officer rate	150.00 + 75.00 per individual	25.00	S

Surrendering Vehicle for scrapping

Motorcycle - no storage	Cost Recovery	per vehicle	-	59.50	S
Vehicle less than 3.5 tonnes - no storage	Cost Recovery	per vehicle	-	59.50	S
Touring Caravan - no storage	Cost Recovery	per vehicle	-	259.50	S
Motorcycle - storage 7 days	Cost Recovery	per vehicle	-	161.00	S
Vehicle less than 3.5 tonnes - storage 7 days	Cost Recovery	per vehicle	-	231.00	S
Touring Caravan - storage 7 days	Cost Recovery	per vehicle	-	466.00	S



Basis of Charge	Unit of Charge	2025/26 Charge Ex. VAT £	2026/27 Charge Ex. VAT £	VAT
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Parking permits

Off Street Resident Season Ticket - Port Vale			341.71	S
Off Street Resident Season Ticket - Crown Terrace			1,536.00	S
Off Street Resident Season Ticket - Baldock Street - Ware			1,201.01	S
On Street Resident Season Ticket - 1st Permit			75.00	OS
On Street Resident Season Ticket - 2nd Permit			150.00	OS
On Street Resident Season Ticket - 3rd Permit (only available where possible in B1 (Stansted Rd, BS), B2 (Dunmow Rd, BS), B3 (Windhill BS), B7 Chantry BS), W2 (Coronation Rd Ware))			156.25	OS
On Street Resident Season Ticket - Motorcycle permit			27.00	OS
On Street Resident Season Ticket - Contractor permit	per week		26.00	OS
On Street Resident Season Ticket - Business permit	per annum		424.00	OS
On Street Resident Season Ticket - Carers/ Special permits (discretionary)			45.00	OS
On Street Resident Season Ticket - Charge for Temporary Dispensation from Parking Restrictions			26.00	OS
On Street Residents Parking Permits - Folly Island - 2nd Permit			75.00	OS
On Street Resident Season Ticket - Vistors Vouchers	per hour		0.17	OS
On Street Resident Season Ticket - Vistors Vouchers	per hour pensioners		0.08	OS
On Street Resident Season Ticket - Vistors Vouchers	Per Day		1.60	OS
On Street Resident Season Ticket - Vistors Vouchers	Per day pensioners		0.80	OS
On Street Resident Season Ticket - Vistors Vouchers	Per Week		3.40	OS
On Street Resident Season Ticket - Vistors Vouchers	Per week pensioners		1.70	OS
Parking Northgate House	Per space per annum		1,050.00	OS
Bishop's Stortford market traders' tariff - Link Road	per Thursday or Saturday		4.80	S
Bishop's Stortford market traders' tariff - Apton Road	per Thursday or Saturday		4.80	S
Old London Road - Hertford - Coach / Lorry tarriff	per visit		16.00	S
Fast chargers (up to 22 kWh)			0.44	I

PROJECTED BALANCES ON RESERVES

Appendix C

	2025/26 Balance 31 Mar '26 £000	2026/27 Balance 31 Mar '27 £000	2027/28 Balance 31 Mar '28 £000	2028/29 Balance 31 Mar '29 £000	2029/30 Balance 31 Mar '30 £000	2030/31 Balance 31 Mar '31 £000
General Fund	3,854	3,854	3,854	3,854	3,854	3,854
Other Earmarked Reserves						
Corporate						
General Reserve	481	481	481	481	481	481
Local Government Reorganisation	0	500	0	0	0	0
Provision for future whole Council elections	380	380	380	380	380	380
New Homes Bonus Priority Spend	4,006	3,006	3,006	3,006	3,006	3,006
Total Corporate	4,866	4,366	3,866	3,866	3,866	3,866
Risk						
Interest Equalisation Reserve	1,647	1,647	1,647	1,647	1,647	1,647
Insurance Fund	714	714	714	714	714	714
Emergency Planning Reserve	36	36	36	36	36	36
HB Subsidy Volatility	100	100	100	100	100	100
Waste recycling income volatility reserve	171	171	171	171	171	171
Sinking Fund - Leisure utilities / pension	228	228	228	228	228	228
Collection Fund Reserve	5,063	5,063	5,063	5,063	5,063	5,063
Total Risk	7,959	7,959	7,959	7,959	7,959	7,959
Service Specific						
Local Plan Reserve	387	232	77	0	0	0
Housing Condition Survey	90	90	90	40	40	40
Performance reward grant	0	0	0	0	0	0
Footbridge over the River Stort	150	150	150	150	150	150
Finance Systems	326	326	326	326	326	326
Neighbourhood Planning Grant	176	176	176	176	176	176
Flexible Homelessness Grant	354	354	354	354	354	354
Preventing Homelessness New Burdens	31	31	31	31	31	31
Land Charges New Burdens	30	30	30	30	30	30
Parks & Open spaces	306	306	306	306	306	306
Revenues & Benefits New Burdens	321	321	321	321	321	321
Total Service Specific	2,172	2,017	1,862	1,735	1,735	1,735
Total Earmarked Reserves	14,997	14,342	13,688	13,560	13,560	13,560
Total Reserves	18,851	18,196	17,542	17,414	17,414	17,414

Section 25 Statement of the Chief Financial Officer (CFO) – East Herts Council 2026/27

1. Introduction and Wider Economic Environment

The 2026/27 budget for East Herts Council has been prepared in the context of ongoing uncertainty in the wider economic environment, including persistent inflationary pressures, fluctuating interest rates, and continued volatility in staffing and other costs. The national and local economic climate continues to impact both the Council's income streams and expenditure, requiring prudent financial management and robust governance.

East Herts Council has a strong track record of sound financial management, compliance with statutory codes, and effective delivery of strategic objectives. The Council's financial planning is underpinned by regular review and challenge, ensuring that the budget is both realistic and sustainable.

2. Robustness of Estimates

Budget Process and Governance

The Council's budget-setting process is rigorous and collaborative, involving:

- **Enhanced challenge and scrutiny** by the CFO and Deputy CFO, who work closely with business partners, service managers, the Leadership Team, and the Executive to ensure all budget proposals are robust and evidence based.
- **Quarterly budget monitoring** and regular review of outturn positions, enabling early identification and management of variances.
- **Active engagement** of Members through the Scrutiny Committees, ensuring transparency and accountability.

Key Assumptions and Risks

- **Inflation and Pay:** The 2026/27 estimates incorporate prudent assumptions on inflation, pay awards, and contract costs, reflecting the latest forecasts and local intelligence.
- **Income and Grants:** Income projections are based on realistic assessments of demand and economic conditions. The budget includes the impact of Fair Funding 2.0.
- **Savings and Efficiencies:** The Council continues to deliver savings through efficiency programmes. The budget includes a significant asset disposal programme, notably the disposal of all properties within the Millstream company. These receipts are critical to reducing the Council's Minimum Revenue Provision (MRP) and interest costs.
- **Capital Programme:** The capital estimates have been reviewed for deliverability and risk. The Council's capital strategy is closely aligned with its asset management and treasury strategies, with clear governance arrangements in place.
- **Risk Management:** The Council has identified and mitigated key financial risks, including those associated with commercial income, asset disposals, and market volatility. Sensitivity analysis and scenario planning are embedded in the budget process.

Financial Controls

- The Council's Financial Regulations require all budget holders to manage within approved budgets, with clear procedures for variances and supplementary estimates.
- Where budget pressures arise, these are reported promptly to Members, with action plans developed to address significant variances.

3. Adequacy of Reserves

General and Earmarked Reserves

- The Council maintains a clear distinction between general, earmarked, and unusable reserves. The adequacy of reserves is reviewed annually, taking into account service risks, transformation commitments, and the need for financial resilience.

- **Breakdown of Earmarked Reserves:** Work is completed on which reserves are committed and which may be available for future use. A breakdown of reserves is provided as an appendix to the final budget report.
- The Council's reserves are regularly reviewed to ensure that balances remain above the minimum risk-assessed level, providing a buffer against unforeseen events and timing differences between expenditure and income.

4. Statement of Accounts and Audit

- East Herts Council has caught up on all outstanding statements of accounts up to and including 2024/25. While these accounts are currently disclaimed, work is progressing with auditors to gain further assurance and move towards unqualified opinions.
- The Council's financial management and reporting arrangements remain robust, providing Members and the public with confidence in the integrity of the Council's finances.

5. Capital Programme

- The Council has a minimal capital programme, including a heavy asset disposal strategy. The disposal of Millstream company properties is a key element, with receipts earmarked to support reductions in MRP and interest costs.
- The capital programme is subject to rigorous review and governance, with risks and dependencies clearly identified and managed.

6. Conclusion and CFO Opinion

In my opinion as Chief Financial Officer, the budget estimates for 2026/27 are robust, and the level of reserves is adequate to support the Council's financial position and medium-term strategy. The latest MTFP has taken account of a greater proportion of the ongoing financial pressures anticipated to persist into future years, which should help to reduce the budgetary challenges projected for 2026/27 and beyond.

Members are recommended to:

- Approve the budget and reserves strategy as set out,

- Note the risks and assumptions underpinning the estimates,
- Support the ongoing delivery of savings, transformation, and asset disposal plans,
- Note the Council's compliance with statutory and professional codes of practice.

Agenda Item 7

EAST HERTS COUNCIL REPORT

EXECUTIVE

DATE OF MEETING: TUESDAY, 13 JANUARY 2026

REPORT BY: COUNCILLOR CARL BRITTAINE – EXECUTIVE MEMBER FOR FINANCIAL SUSTAINABILITY

REPORT TITLE: TREASURY MANAGEMENT 2025/26 MID-YEAR REVIEW

WARD(S) AFFECTED: NONE

Summary – The report contains the Council's Mid-Year Treasury Management Review for 2025-26.

RECOMMENDATIONS FOR EXECUTIVE:

- a)** For Members to examine and comment on the Mid-Year Treasury Management Review and Prudential Indicators for 2025/26 and recommend its approval to Council.

1.0 Proposal(s)

- 1.1 That Members examine and comment on the Mid-Year Treasury Management Review and Prudential Indicators for 2025/26 (Appendix A).

2.0 Background

- 2.1 Treasury management is defined as: 'The management of the Council's investments and cash flows, its banking arrangements, money market and capital transactions; the effective control of the risks associated with these activities; and the pursuit of optimum returns consistent with the Council's risk management policy for treasury management.'
- 2.2 This activity was supported by the council's appointed independent advisors – Arlingclose.

- 2.3 This report has been written in accordance with the requirements of the Chartered Institute of Public Finance and Accountancy's (CIPFA) Code of Practice on Treasury Management (revised 2021).
- 2.4 This report meets the requirements of both the CIPFA Code of Practice on Treasury Management (the Code) and the CIPFA Prudential Code for Capital Finance in Local Authorities (the Prudential Code).

3.0 Reason(s)

- 3.1 This Council is required by regulations issued under the Local Government Act 2003 to produce a mid-year treasury management review of activities and the actual prudential and treasury indicators for 2025/26.

4.0 Options

- 4.1 Members can suggest amendments or additions to the Mid-Year Treasury Management Review 2025/26.

5.0 Risks

- 5.1 Risk management is embedded in treasury management operations through the adoption of the CIPFA Treasury Management Code. Credit ratings, other market intelligence and counterparty limits assist to assess and mitigate risk.

6.0 Implications/Consultations

No.

Community Safety

No

Data Protection

No

Equalities

No

Environmental Sustainability

No

Financial

Yes

The costs of treasury operations, debt management expenses and investment income are included in the 2025/26 Medium Term Financial Plan.

Health and Safety

No

Human Resources

No

Human Rights

No

Legal

Yes

The Local Government Act 2003 and supporting regulations requires the Council to 'have regard to' the CIPFA Prudential Code for Capital Finance in Local Authorities and to set Prudential Indicators for the next three years to ensure that the Council's capital investment plans are affordable, prudent and sustainable. The Council also has to 'have regard' to the MHCLG's Guidance on Local Government Investments effective for financial periods commencing on or after 1st April 2018, and to CIPFA's Treasury Management in the Public Services: Code of Practice and Guidance Notes for Local Authorities.

Specific Wards

No

7.0 Background papers, appendices and other relevant material

7.1 Appendix A – Mid Year Treasury Management Review 2025-26.

Contact Member

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Treasury Management Mid-Year Review 2025/26

Introduction

In March 2021 the Authority adopted the Chartered Institute of Public Finance and Accountancy's *Treasury Management in the Public Services: Code of Practice* (the CIPFA Code) which requires the Authority to approve, as a minimum, treasury management mid-year and annual outturn reports.

The Authority's treasury management strategy for 2025/26 was approved at Council on 26th February 2025. The Authority has borrowed and invested substantial sums of money and is therefore exposed to financial risks including the loss of invested funds and the revenue effect of changing interest rates. The successful identification, monitoring and control of risk remains central to the Authority's treasury management strategy.

External Context

Economic background: The first quarter was dominated by the fallout from the US trade tariffs and their impact on equity and bond markets. The second quarter, still rife with uncertainty, saw equity markets making gains and a divergence in US and UK government bond yields, which had been moving relatively closely together.

From late June, amid a UK backdrop of economic uncertainty, concerns around the government's fiscal position and speculation around the autumn Budget, yields on medium and longer term gilts pushed higher, including the 30-year which hit its highest level for almost 30 years.

UK headline annual consumer price inflation (CPI) increased over the period, rising from 2.6% in March to 3.8% in August with no change in September, still well above the Bank of England's 2% target.

The UK economy expanded by 0.7% in the first quarter of the calendar year and by 0.3% in the second quarter. In the final version of the Q2 2025 GDP report, annual growth was revised upwards to 1.4% year on year. However, monthly figures showed zero growth in July, in line with expectations, indicating a sluggish start to Q3.

The BoE's Monetary Policy Committee (MPC) cut Bank Rate from 4.5% to 4.25% in May and to 4.0% in August. In September, seven MPC members voted to hold rates while two preferred a 25bps cut. The Committee's views still differ on whether the upside risks from inflation expectations and wage setting outweigh downside risks from weaker demand and growth.

The August BoE Monetary Policy Report highlighted that after peaking in Q3 2025, inflation is projected to fall back to target by mid-2027, helped by increasing spare capacity in the economy and the ongoing effects from past tighter policy rates. GDP is expected to remain weak in the near-term while over the medium term outlook will be influenced by domestic and global developments.

Arlingclose, the authority's treasury adviser, maintained its central view that Bank Rate would be cut further as the BoE focused on weak GDP growth more than higher inflation. One more cut is currently expected during 2025/26, taking Bank Rate to 3.75%. The risks to the forecast are balanced in the near-term but weighted to the downside further out as weak consumer sentiment and business confidence and investment continue to constrain growth. There is also considerable uncertainty around the autumn Budget and the impact this will have on the outlook.

Financial markets: After the sharp declines seen early in the period, sentiment in financial markets improved, but risky assets have generally remained volatile. Early in the period bond yields fell, but ongoing uncertainty, particularly in the UK, has seen medium and longer yields rise with bond

investors requiring an increasingly higher return against the perceived elevated risk of UK plc. Since the sell-off in April, equity markets have gained back the previous declines, with investors continuing to remain bullish in the face of ongoing uncertainty.

Over the period, the 10-year UK benchmark gilt yield started at 4.65% and ended at 4.70%. However, these six months saw significant volatility with the 10-year yield hitting a low of 4.45% and a high of 4.82%. It was a broadly similar picture for the 20-year gilt which started at 5.18% and ended at 5.39% with a low and high of 5.10% and 5.55% respectively. The Sterling Overnight Rate (SONIA) averaged 4.19% over the six months to 30th September.

Credit review: Arlingclose maintained its recommended maximum unsecured duration limit on the majority of the banks on its counterparty list at 6 months. The other banks remain on 100 days.

Early in the period, Fitch upgraded NatWest Group and related entities to AA- from A+ and placed Clydesdale Bank's long-term A- rating on Rating Watch Positive. While Moody's downgraded the long term rating on the United States sovereign to Aa1 in May and also affirmed OP Corporate's rating at Aa3.

Then in the second quarter, Fitch upgraded Clydesdale Bank and also HSBC, downgraded Lancashire CC and Close Brothers while Moody's upgraded Transport for London, Allied Irish Banks, Bank of Ireland and Toronto-Dominion Bank.

After spiking in early April following the US trade tariff announcements, UK credit default swap prices have since generally trended downwards and ended the period at levels broadly in line with those in the first quarter of the calendar year and throughout most of 2024.

Overall, at the end of the period CDS prices for all banks on Arlingclose's counterparty list remained within limits deemed satisfactory for maintaining credit advice at current durations.

Financial market volatility is expected to remain a feature, at least in the near term and, credit default swap levels will be monitored for signs of ongoing credit stress. As ever, the institutions and durations on the Authority's counterparty list recommended by Arlingclose remain under constant review.

Local Context

On 31st March 2025, the Authority had net borrowing of £48.5m arising from its revenue and capital income and expenditure. The underlying need to borrow for capital purposes is measured by the Capital Financing Requirement (CFR), while balance sheet resources are the underlying resources available for investment. These factors are summarised in Table 1 below.

Table 1: Balance Sheet Summary

	31.3.25 Actual £m	31.3.26 Forecast £m
General Fund CFR	61.8	68.5
Less: *Other debt liabilities	-	-
External borrowing**	64.5	66.5
Internal / (over) borrowing	(2.7)	2.0
Less: Balance sheet resources	(34.1)	(18.0)
Net Borrowing (External borrowing - Balance sheet resources)	30.4	48.5

* leases, PFI liabilities and transferred debt that form part of the Authority's total debt

** shows only loans to which the Authority is committed and excludes optional refinancing

The treasury management position at 30th September and the change over the six months is shown in Table 2 below.

Table 2: Treasury Management Summary

	31.3.25 Balance £m	Movement £m	30.9.25 Balance £m	30.9.25 Ave. Rate %
Long-term borrowing				
- PWLB	1.5	-	1.5	8.875
- LOBOs	-	-	-	-
- Other	-	-	-	-
Short-term borrowing	63.0	(3.0)	60.0	4.57
Total borrowing	64.5	(3.0)	61.5	
Long-term investments *	(9.9)	9.9	-	-
Short-term investments **	(2.9)	0.3	(2.6)	-
Cash and cash equivalents	(21.3)	(5.5)	(26.8)	3.97
Total investments ***	(34.1)	4.7	(29.4)	
Net borrowing	30.4	1.7	32.1	

* Reduction in long-term investments is due to the return of property funds & reclassification to short term investments.

** Short term investments relate to Lothbury Property Fund, moved from long term investments due to the fund being wound down.

*** Although property funds have been returned, investment levels, as at 30.09.25 have still reduced due to large expenditure items e.g. waste vehicles and bins, parish precepts.

Borrowing Strategy and Activity

As outlined in the treasury strategy, the Authority's chief objective when borrowing has been to strike an appropriate risk balance between securing lower interest costs and achieving cost certainty over the period for which funds are required, with flexibility to renegotiate loans should the Authority's long-term plans change being a secondary objective. The Authority's borrowing strategy continues to address the key issue of affordability without compromising the longer-term stability of the debt portfolio.

After substantial rises in interest rates since 2021 central banks have now begun to reduce their policy rates, albeit slowly. Gilt yields however have increased over the first of this year amid concerns about inflation, the UK government's fiscal position and general economic uncertainty.

The PWLB certainty rate for 10-year maturity loans was 5.38% at the beginning of the period and 5.53% at the end. The lowest available 10-year maturity certainty rate was 5.17% and the highest was 5.62%. Rates for 20-year maturity loans ranged from 5.71% to 6.30% during the period, and 50-year maturity loans from 5.46% to 6.14%. The cost of short-term borrowing from other local authorities has been similar to Base Rate during the period at 4.0% to 4.5%.

CIPFA's 2021 Prudential Code is clear that local authorities must not borrow to invest primarily for financial return and that it is not prudent for local authorities to make any investment or spending decision that will increase the capital financing requirement and so may lead to new borrowing, unless directly and primarily related to the functions of the Authority. PWLB loans are no longer available to local authorities planning to buy investment assets primarily for yield unless these loans are for refinancing purposes. The Authority has no plans to borrow to invest primarily for financial return.

Loans Portfolio: At 30th September the Authority held £61.5m of loans, a decrease of £3m from 31st March 2025, as part of its strategy for funding previous and current years' capital programmes. Outstanding loans on 30th September are summarised in Table 3 below.

Table 3: Borrowing Position

	31.3.25 Balance £m	Net Movement £m	30.9.25 Balance £m	30.9.25 Rate %	30.9.25 Maturity (years)
Public Works Loan Board	1.5	-	1.5	8.875	30 yrs
Public Works Loan Board	25.0	-	25.0	4.840	<1 yr
Public Works Loan Board	25.0	-	25.0	4.860	<1 yr
Local authorities (short-term)	10.0	-	10.0	4.150	<1 yr
Local authorities (short-term)	3.0	(3.0)	-	-	
Total borrowing	64.5	(3.0)	61.5		

The Authority is still opting to keep most borrowing short term, waiting for the longer term PWLB certainty rate to reduce.

There remains a strong argument for diversifying funding sources, particularly if rates can be achieved on alternatives which are below gilt yields + 0.80%. The Authority will evaluate and pursue these lower cost solutions and opportunities with its advisor Arlingclose.

Loans restructuring: The continuing rise in gilt yields since early 2022 resulted in some local authority PWLB loans being in or close to a discount position if repaid early. Unfortunately, due to the high-interest rate East Herts is locked into we are not yet in a discounted but are constantly reviewing this position with our advisors Arlingclose.

Other Debt Activity

None.

Treasury Investment Activity

The CIPFA Treasury Management Code defines treasury management investments as those investments which arise from the Authority's cash flows or treasury risk management activity that ultimately represents balances that need to be invested until the cash is required for use in the course of business.

The Authority holds significant invested funds, representing income received in advance of expenditure plus balances and reserves held. During the half year, the Authority's investment

balances ranged between £35 and £26 million due to timing differences between income and expenditure. The investment position is shown in table 4 below.

Table 4: Treasury Investment Position

	31.3.25 Balance £m	Net Movement £m	30.9.25 Balance £m	30.9.25 Income Return %	30.9.25 Weighted Average Maturity days
Banks & building societies (unsecured)	9.5	(0.2)	9.3	3.77	Call
Government	-	10.2	10.2	3.96	20 Days
Local authorities and other govt entities	7.0	(7.0)	-	-	-
Money Market Funds	4.8	2.5	7.3	4.18	Call
Property Funds	12.8	(10.2)	2.6	-	N/A
Total investments	34.1	(4.7)	29.4		

Both the CIPFA Code and government guidance require the Authority to invest its funds prudently, and to have regard to the security and liquidity of its treasury investments before seeking the optimum rate of return, or yield. The Authority's objective when investing money is to strike an appropriate balance between risk and return, minimising the risk of incurring losses from defaults and the risk of receiving unsuitably low investment income.

As demonstrated by the liability benchmark in this report, the Authority expects to be a long-term borrower and new treasury investments are therefore primarily made to manage day-to-day cash flows using short-term low risk instruments. The existing portfolio of strategic pooled funds will be maintained to diversify risk into different asset classes and boost investment income.

Bank Rate reduced from 4.50% to 4.25% in May 2025, followed by a further reduction to 4.00% in August 2025. Short term interest rates have largely followed these levels. The rates on DMADF deposits ranged between 4.45% and 3.95% and money market rates between 4.5% and 3.9%.

Externally Managed Pooled Funds: The Authority held two property funds at the beginning of the financial year, both of which were being wound down. One fund has now been returned, the other is still being wound down but likely to complete by the end of the financial year.

Most asset classes achieved positive performance over the first half of the 2025/26 financial year, although conditions remained volatile and heavily influenced by political and macroeconomic developments.

The most notable market shock came early in the period when US President Trump announced his 'Liberation Day' tariffs on 2 April, triggering sharp falls in global equity and bond markets. Sentiment improved once the US administration softened its stance and markets recovered relatively swiftly, although uncertainty lingered.

Global trade tensions easing, resilient profits, optimism on artificial intelligence, interest rate cuts, rising gold prices, and other factors contributed to equity markets generally performing strongly across the half year despite economic uncertainties. The likes of the S&P 500 in the US and FTSE 100 in the UK hit all-time highs during the period.

Fixed income (bond) markets remained volatile as investors weighed political risks alongside concerns over fiscal sustainability. While not matching the strength of equities, corporate bonds generally achieved positive returns. However major longer-dated government bonds saw a rise in yields over the period (meaning prices fell), particularly in the UK where concerns over fiscal issues and sticky inflation saw 30-year gilt yields reaching highs not seen since the late 1990s.

The gradual improvement in UK commercial property continued. Capital values recorded marginal gains, while total returns were driven largely by rental income.

Statutory override: Further to consultations in April 2023 and December 2024 MHCLG wrote to finance directors in England in February 2025 regarding the statutory override on accounting for gains and losses in pooled investment funds. On the assumption that when published regulations follow this policy announcement, the statutory override will be extended up until the 1 April 2029 for investments already in place before 1 April 2024. The override will not apply to any new investments taken out on or after 1 April 2024. The Authority is using its interest equalisation reserve to mitigate any losses on principal value, from the two property funds, that we held. One fund has already been returned, and the last fund is almost completely wound down, with the last few asset sales expected to complete by year end. Therefore, we should be unaffected by the statutory override as we have no plans to invest in pooled funds in the future.

Non-Treasury Investments

The definition of investments in the Treasury Management Code now covers all the financial assets of the Authority as well as other non-financial assets which the Authority holds primarily for financial return. Investments that do not meet the definition of treasury management investments (i.e. management of surplus cash) are categorised as either for service purposes (made explicitly to further service objectives) and or for commercial purposes (made primarily for financial return).

Investment Guidance issued by the Ministry of Housing, Communities and Local Government (MHCLG) and Welsh Government also includes within the definition of investments all such assets held partially or wholly for financial return.

The Authority also held £5.156m of such investments in

- shareholding in subsidiaries £1.656m
- loans to subsidiaries £3.5m

Which represents the Authorities loans to and shareholding in Millstream Property Investments Ltd.

Compliance

The Director for Finance, Risk and Performance reports that all treasury management activities undertaken during the half year complied fully with the principles in the Treasury Management Code and the Authority's approved Treasury Management Strategy. Compliance with specific investment limits is demonstrated in table 5 below.

Table 5: Investment Limits

	2025/26 Maximum	30.9.25 Actual	2025/26 Time Limit	Complied
The UK Government	Unlimited	£10.2m	50 years	Yes
Local authorities & other government entities	£20m	-	3 years	Yes
Secured investments *	£20m	-	3 years	Yes
Banks (unsecured) *	£20m	£9.3m	13 months	Yes
Building societies (unsecured) *	£20m	-	13 months	Yes
Registered providers (unsecured) *	£5m	-	3 years	Yes
Money market funds *	£20m	£7.3m	n/a	Yes
Strategic pooled funds	£20m	£2.6m	n/a	Yes
Real estate investment trusts	£20m	-	n/a	Yes
Other investments *	£1m	-	3 years	Yes

Compliance with the Authorised Limit and Operational Boundary for external debt is demonstrated in table 6 below.

Table 6: Debt and the Authorised Limit and Operational Boundary

	30.9.25 Actual	2025/26 Operational Boundary	2025/26 Authorised Limit	Complied?
Borrowing	£61.5m	£75m	£100m	Yes
PFI and Finance Leases	-	N/A	N/A	Yes
Total debt	£61.5m	-	-	-

Since the operational boundary is a management tool for in-year monitoring it is not significant if the operational boundary is breached on occasions due to variations in cash flow, and this is not counted as a compliance failure.

Treasury Management Prudential Indicators

As required by the 2021 CIPFA Treasury Management Code, the Authority monitors and measures the following treasury management prudential indicators.

1. Liability Benchmark:

This indicator compares the Authority's actual existing borrowing against a liability benchmark that has been calculated to show the lowest risk level of borrowing. The liability benchmark is an important tool to help establish whether the Council is likely to be a long-term borrower or long-term investor in the future, and so shape its strategic focus and decision making. It represents an estimate of the cumulative amount of external borrowing the Council must hold to fund its current capital and revenue plans while keeping treasury investments at the minimum level of £5m required to manage day-to-day cash flow.

	31.3.25 Actual	31.3.26 Forecast
CFR	61.8	68.5
Less: Balance sheet resources	(36.6)	(20.0)
Net loans requirement	25.2	48.5
Plus: Liquidity allowance	5.0	5.0
Liability benchmark	30.2	53.5
Existing borrowing	64.5	68.0

Whilst borrowing may be above the liability benchmark, strategies involving borrowing which is significantly above the liability benchmark carry higher risk.

2. Maturity Structure of Borrowing: This indicator is set to control the Authority's exposure to refinancing risk. The upper and lower limits on the maturity structure of all borrowing were:

	Upper Limit	Lower Limit	30.9.25 Actual	Complied ?
Under 12 months	100%	0%	97.6%	Yes
12 months and within 24 months	100%	0%	0%	Yes
24 months and within 5 years	50%	0%	0%	Yes
5 years and within 10 years	50%	0%	0%	Yes
10 years and above	75%	0%	2.4%	Yes

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

3. Long-term Treasury Management Investments: The purpose of this indicator is to control the Authority's exposure to the risk of incurring losses by seeking early repayment of its investments. The prudential limits on the long-term treasury management limits are:

	2025/26	2026/27	2027/28	No fixed date
Limit on principal invested beyond year end	£0m	£0m	£0m	£10m
Actual principal invested beyond year end	£0m	£0m	£0m	£0m
Complied	Yes	Yes	Yes	Yes

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

For information, the changes in interest rates during the half year were:

	<u>01/04/25</u>	<u>30/09/25</u>
Bank Rate	4.50%	4.00%
1-year PWLB certainty rate, maturity loans	4.82%	4.58%
5-year PWLB certainty rate, maturity loans	4.94%	4.95%
10-year PWLB certainty rate, maturity loans	5.38%	5.53%
20-year PWLB certainty rate, maturity loans	5.88%	6.14%
50-year PWLB certainty rate, maturity loans	5.63%	5.98%

Agenda Item 8

EAST HERTS COUNCIL REPORT

EXECUTIVE

DATE OF MEETING: TUESDAY, 13 JANUARY 2026

REPORT BY: COUNCILLOR CARL BRITTAINE – EXECUTIVE

MEMBER FOR FINANCIAL SUSTAINABILITY

REPORT TITLE: STRATEGIC RISK REGISTER QUARTER 2

MONITORING 2025/26

WARD(S) AFFECTED: ALL WARDS

Summary – This report provides the Committee with the corporate risk register for quarter two of 2025/26 and details how East Herts manage these risks to the Council.

RECOMMENDATIONS FOR EXECUTIVE:

- a)** The 2025/26 quarter two corporate risk register and actions being taken to control and mitigate risk be considered and noted.

1. Background

- 1.1. The Leadership Team reviews the content of the corporate risk register quarterly and provides updates that are relayed within this monitoring report to Audit & Governance Committee.
- 1.2. The Corporate Risk Register is attached at Appendix A. The format concentrates on key risks and is very focussed on control and mitigation actions.

2. Risk Register results for quarter 2

- 2.1. Leadership Team has set a risk tolerance level. Risks above the tolerance level are actively managed and regularly reviewed to ensure that contingency and mitigation action is being taken. Risks below the tolerance line are managed by Services. Services are responsible for keeping all risks under review and taking action to reduce the impact of the risk on the Council.

		Likelihood			
		1	2	3	4
Impact	A				
	B		9	2	1, 6
	C		3, 4, 7	8	
	D	5			

Table 1 Risk Score

2.2. Details of how risks are scored can be found below. Appendix A shows the comprehensive breakdown of each risk.

Likelihood	Score	Description	Likelihood of occurrence	Probability of occurrence	
	4	High	Monthly	The event is expected to occur or occurs regularly	
	3	Medium	Annually	The event will probably occur	
	2	Low	1 in 5 years	The event may occur	
	1	Very Low	Less frequently than 1 in 5 years	The event may occur in exceptional circumstances	

Impact	Score	Description	Financial	Reputation	Service / operation
	A	Critical	> £1m p.a.	Serious negative media	Catastrophic fall in service quality or long-term disruption to services
	B	Significant	£400,000 to £1m p.a.	Adverse national media	Major fall in service quality or serious disruption to services
	C	Marginal	£100,000 to £400,000 p.a.	Adverse local media	Significant fall in service quality
	D	Minor	< £100,000	Public concerns restricted to local complaints	Little impact to service quality

Table 2 Methodology of corporate risk scoring

- 2.3. The risk scores reflect control and mitigation measures (Residual scores) rather than the Inherent (before any action is taken to control) scores.
- 2.4. Leadership has recommended the inclusion of a new risk, 'Lack of Election Candidates' (Risk 9), on the corporate risk register. This reflects concerns as the Local Government Reorganisation (LGR) programme approaches its conclusion and elections are held for the shadow authority.
- 2.5. East Herts currently operates on an all-out election cycle every four years, with the next elections scheduled for May 2027. However, as this would fall only one year before the anticipated LGR implementation, it is likely that the Government may decide these elections do not proceed, allowing existing councillors to continue in their roles for an additional year. Despite this possibility, there remains a risk of reduced engagement or willingness among members to continue for the extended period, particularly as the council nears the end of its term. While the likelihood of having no representation is considered low, the potential impact on governance and continuity of representation warrants proactive monitoring and engagement with political groups to ensure stability.
- 2.6. All other risks on the corporate risk register remain unchanged following this review. However, Risk 8 – 'Staff and Skills' has undergone a thorough reassessment. While the overall risk scores remain the same, the description has been updated to reflect current challenges, particularly around recruitment and retention difficulties, which could lead to increased costs, service backlogs and failures. The risk also continues to recognise the need for staff to adapt to digital and agile ways of

working to ensure that investment in systems and digital access channels is fully realised.

- 2.7. Mitigation measures have also been strengthened. These now include ongoing monitoring of recruitment activity and retention rates, a review of the corporate learning and development programme in light of Local Government Reorganisation (LGR), and the introduction of targeted training opportunities to address skills gaps. The revised approach aims to reduce vacancies and agency costs, improve staff satisfaction and wellbeing, and ensure that the organisation maintains service delivery capability through a skilled and resilient workforce.

3. Implications / Consultations

Community Safety

No

Data Protection

The topic features within the corporate risk register.

Equalities

The topic features within the corporate risk register.

Environmental Sustainability

Climate change features within the corporate risk register.

Financial

Not specific but risk management can provide protection of budgets from unexpected losses. Better governance can be demonstrated, and the annual audit plan is risk based.

Health and Safety

Not specific but risk management can provide a safer environment across the District and all services for the benefit of the public, staff and our contractors.

Human Resources

No

Human Rights

No

Legal

Not specific but legal matters feature within the corporate risk register.

Specific Wards

No

4. Background papers, appendices and other relevant material

4.1. Appendix A Corporate Risk Register

Contact Member Councillor Carl Brittain, Executive Member for Financial Sustainability

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Reference	Risk Title	Impact	Likelihood	Likelihood reduction	LR Target Date	Impact Mitigation	IM Target Date	Residual Impact	Residual Likelihood	Progress Update	Risk Owner	
1 - Financial Resources	Expenditure is likely to exceed the resources available to the council triggering a report in the public interest by the s.151 officer under section 114 (3) of the Local Government Finance Act 1988.	A	4	Updated Medium Term Financial Plan (October 2025) which plans for further reductions in net expenditure to reflect real terms reduction in council funding from Fair Funding 2.0. Annual savings plan been updated and new target over the medium term. Transforming East Herts Programme to deliver efficiencies and enable customers to access services 24/7 on the web site. Reductions in non-essential capital expenditure and agreement to sell assets to realise capital receipt which will be applied to pay down debt. Revised BEAM business plan aims to support the MTFP with £200k per year		s.114 Report leading to appointment of Commissioners but also access to Government support. Requesting CIPFA support prior to reaching s.114 threshold. Requesting Government support although flexibility on capital receipts and further borrowing would be counter-productive. BEAM business plan kept under review	On-going	B	4	Savings schedule been reviewed and updated as part of the MTFP October 2025. Monthly budget meetings with Leadership Team. Updated MTFP went to October Executive. Expedited asset disposal programme commenced.	Brian Moldon	
2 - Climate Change	Lack of mitigation of and adaptation to climate changes adversely impacts of service delivery	B	4	Declaration of Climate Emergency by Council. Reducing carbon emissions from council operations - Climate Change Action Plan. Seeking to influence residents to reduce carbon footprint for the district		Adaption Plan. Business Continuity Plan Severe Weather section. Emergency Plan including specific response plans to flooding etc. Health and Safety Policy details severe weather response. Works to Great Amwell depot site taking account of flood risk assessment.		B	3	Adaption risk assessment substantially complete. Producing offsetting strategy and business case for carbon credits. All vehicles in council fleet now BEVs and in waste contract management that came in effect in May is using electric smaller vehicles and switching from diesel to hydrogenated vegetable oil (HVO) later in 2025/26 for the larger vehicles. Depot works due to go to Development Management Committee in autumn 2025. Council's carbon emissions report, which includes a discussion of routes to net zero carbon, set to be published by end of October 2026	Jonathan Geall	
3 - District Plan	District Plan not up to date leading to a developer led system, resulting in unsustainable, unplanned, piecemeal development across the district without the required supporting infrastructure such as roads, schools, healthcare facilities etc.	A	2	By Executive / Council. Budget for evidence studies in place, including reserve. Evidence base updated in line with the National Planning Policy Framework and Planning Practice Guidance. Legal requirements including the Duty to Co-operate met.	Mar-26	Programme of work agreed for the preparation on the new District Plan. Resources in place to progress the new District Plan. Duty to Co-operate complied with. New District Plan is legally compliant and in conformity with the NPPF.		Mar-26	C	2	Formal work on the new District Plan will start in 2026 under the new planning system. In the meantime, we have undertaken the following preparatory work: ▪Agreed a revised timetable for the preparation of the new District Plan in the form of a Local Development Scheme (LDS). The LDS sets out the key plan-making stages and timetable for the new District Plan and takes account of the Government's plan-making reforms. ▪Undertaken a Call for Sites - an opportunity for landowners, developers, agents and site promoters to submit sites which may be considered to have the potential for future development. ▪Produced an updated Statement of Community Involvement. ▪Developed a Strategic Vision to chart a clear and ambitious course for the district's future which will serve as the golden thread for the new District Plan, informing policies and decision-making that will shape East Herts in the years to come. Community Engagement on the Vision was planned to take place in September/October 2025, however, this has been postponed pending publication of the secondary legislation which will implement the LURA's plan-making provisions. ▪Commenced work on a District Design Code. ▪Started work on updating our evidence base including – Green Belt Review, Employment Land Review, Buntingford Employment Study 2025, Open Space and Sports Facilities Assessment, Village Hierarchy Study, and LCWIP.	Sara Saunders
4 - Key Contractor	A key major contractor of the council fails meaning that services stop altogether e.g. the refuse contractor fails and streets are not swept and bins are not emptied	C	3	Monitoring of major contractors for risks of business failure. Parent Company Guarantee/Performance Bond. Contract compliance procedure should note issues locally such as recruitment freeze or other issues that may indicate financial health issues with company		Local Authority Trading Company ready to activate to take over service provision. Business Continuity Plans. Performance Bonds or parent company guarantee	On-going	C	2	Continued monitoring of positions. The new waste contract with Veolia is currently in mobilisation, and the Council will continue to monitor this as the new service is rolled out.	James Ellis	
5 - Governance	There is a governance failure caused by a lack of policies, procedures and internal controls leading to loss of legal cases on process and/or loss of assets	B	4	All Executive, Committee and Council reports require sign off by legal and finance to ensure Compliance with budget and policy framework and current legislation. List of policies maintained with review dates. Information Governance function strengthened to ensure compliance with data protection and Freedom of Information. Ensuring Equalities Impact Assessments are completed for all policies		In house legal staff in place with few vacancies therefore capacity available to address issues that arise unexpectedly. Internal audit provided by Shared Internal Audit Service using assurance mapping methodology which allows for all assurance levels to be seen and assessed. Monitoring Officer and s.151 officer work closely together and horizon scan for potential issues		D	2	Minor amendments to Constitution to reflect legislation changes made. HR policies have been amended for legislative change.	James Ellis	
6 Ransomware attack deletes data	A successful ransomware attack would render the council's IT systems completely inoperative for an extended period. This would paralyze all council operations, preventing it from collecting revenues, calculating and paying benefits, paying staff and suppliers, and executing any regulatory or enforcement actions.	A	4	We patch all systems and have updated firewalls and anti-virus software for the network. Databases are moved, operating systems use support releases, and laptops are protected with AV and firewall systems. System access requires 2-factor authentication. Staff complete mandatory data protection and cyber security training.	WiFi - completed July 2025	Rubrik backs up our on-premises systems for a duration of 42 days. The most recent three backups are retained on the Rubrik appliance located in Daneshill, and all backups, including these three, are stored in the Rubrik Cloud Vault. Rubrik identifies indicators of compromise in our backups, allowing us to either revert to a clean backup (up to 42 days old) or recover the latest backup to an isolated network environment, remove the compromise, and then restore from the backup. We also maintain snapshots on the Pure arrays. A snapshot is created on the array volume every four hours, with all snapshots retained on the array volume for one week. Additionally, we keep a consolidated snapshot per day for an additional five days. This results in six snapshots per day, which are kept for five extra days beyond the current setup, totaling 42+5 (consolidated) snapshots.	On-going	B	4	Our systems are presently undergoing scheduled updates as we transition business platforms to the New Vision system. Office Wi-Fi networks have been upgraded to deliver enhanced coverage and strengthened security. As part of our IT restructuring initiative, a dedicated cybersecurity team has been established to bolster our protective measures; nevertheless, it should be acknowledged that ransomware threats cannot be entirely eliminated. In 2024/2025, a total of 582 cyberattacks were detected and prevented, with 371 incidents successfully intercepted to date this year.	Helen Standen	
7 - Major Data Breach	A major data breach of sensitive personal data occurs causing reputational damage and the Information Commissioner to fine the Council	A	3	Mandatory staff training. Laptop/mobile device security. Confidential waste shredded		Mandatory staff training. Data Protection and Privacy Statements. Culture of reporting all breaches and learning from each breach		C	2	The Cyber Police training course has been well received and uptake has been very high. IT will provide a half yearly update on any non compliance.	James Ellis	
8 - Staff and skills	Recruitment and retention difficulties result in the lack of the right staff to deliver services leading to increased costs, service backlogs and failures. Staff are not necessarily skilled up to perform work in a digital environment and to work in an agile ways means that investment in systems and digital access channels is wasted.	B	4	Monitor recruitment activity, retention rates and impact on service delivery. Review of corporate learning and development programme in light of LGR. Commercial skills training requirements identified. Annual learning and development opportunities identified as part of the annual review process.	Ongoing to March 2026.	Reduction of vacancies and reduced agency costs. Targeted learning and development opportunities resulting in increased staff satisfaction and well being.	On-going	C	3	A revised Leadership Team structure has been taken forward to ensure decision making is taken at the most efficient and cost effective level. New structure has been implemented and a further review is underway to apply the findings further down the organisation.	Helen Standen	
9 - Lack of election candidates	As LGR reaches a conclusion, and elections are held for the shadow authority, that the District Council experiences a scarcity of people willing to stand for election and serve as councillors at the District level, especially since the District Council would only have a limited time left until it ceased to exist.	A	2	There has not been any suggestion that standing for election for the shadow authority would preclude a councillor from remaining as a councillor at District level. The risk would be reduced if the government were to legislate to do away with the need for elections at District level in 2027, which is when East Herts would next be going out to election. It is also unlikely that there would be no candidates at all willing to stand for election.	Unknown, will be for the government to decide.	So long as the council is quorate, then a scarcity of candidates would not impact on the council's ability to conduct its business per se. Senior officers could speak with group leaders to ensure that they are identifying suitable candidates for any upcoming elections.	Early 2027	B	2	Continued monitoring of position as the LGR programme reaches its conclusion.	Helen Standen	

Agenda Item 9

EAST HERTS COUNCIL REPORT

EXECUTIVE

DATE OF MEETING: TUESDAY 13 JANUARY 2026

REPORT BY: COUNCILLOR CARL BRITTAIN – EXECUTIVE MEMBER FOR FINANCIAL SUSTAINABILITY

REPORT TITLE: FINANCIAL MANAGEMENT 2025/26 - QUARTER 2 FORECAST TO YEAR END

WARD(S) AFFECTED: (ALL WARDS); ALL

Summary –

- The net revenue budget for 2025/26 is £ 20.134m as set out in Table 1. The forecast yearend outturn as of 30th September 2025 predicts an overspend of £509k.
- The revised capital budget for 2025/26 is £11.485m, as set out in Appendix C. The forecast outturn is £10.763m giving a variance of £722k.

RECOMMENDATIONS FOR EXECUTIVE:

- a) Note and consider the net revenue budget end of year projected overspend of £509k.
- b) Accept the additional Heritage Lottery capital fund grant of £238k for Hertford Castle Greenspace renewal and reflect this additional resource in the capital programme.
- c) Note and consider the capital programme forecast outturn underspend of £722k.

1. General Fund

- 1.1. The 2025/26 Medium Term Financial Plan (MTFP), revenue budget and capital programme were approved by Council on 26th February

2025. The 2025/26 net revenue budget is £20.134m, the table below shows the budget alongside the 2025/26 forecast outturn as at quarter 1. A full breakdown of the revenue budget and forecast can be found in **Appendix A** and an explanation of key variances in **Appendix B**.

Table 1: Revenue Budget and End of Year Forecast Outturn

	2025/26 Budget	2025/26 Forecast Outturn	Variance
	£'000	£'000	£'000
Net Cost of Services (NCS)	15,920	16,731	811
Total corporate budgets	4,377	4,005	(372)
Total reserve movements	(164)	(94)	70
Net Revenue Budget	20,133	20,642	509
Total funding	(7,008)	(7,008)	-
Funded by Council Tax	(13,131)	(13,131)	-
Overspend/Underspend	(6)	503	509

- 1.2. The forecast position for the Net Cost of Services has improved since Quarter 1 by £77k, and by £280k across the Net Revenue Budget. There have been modest gains in the Place Directorate (£47k) and Regeneration (£21k), while Finance and Risk Performance has improved by £131k. However, Communities has deteriorated by £208k, primarily due to ongoing pressures at Rapier House following the need to rehouse the grounds maintenance contractor from Buntingford Depot as a result of the new waste services contract.
- 1.3. Legal Policy and Governance are also showing a net pressure of £58k. It should also be noted that the Waste service previously reported under Communities in quarter 1 has been moved to Legal Policy and Governance.
- 1.4. There has also been an improvement in the Minimum Revenue Provision estimate which shows under corporate budgets of £203k and a net improvement of £70k across interest payment on loans and interest receivable. It is proposed that this improvement is contributed to reserves.

1.5. The Net Cost of Services (NCS) budget of £15.921m includes the saving proposals of £3.409m that were approved as part of the budget. The table below shows “RAG” rating of the savings as at quarter 2.

RAG Rating	Numbers of Measures	£'000s
Red	6	129
Amber	2	93
Green	37	3,187
Total	45	3,409

1.6. A red rating is where the saving cannot be achieved and the value of that is shown in the table. Amber is where savings have in part been achieved and the value represents what is forecast to not be achieved in the current year, but most likely to be fully achieved in the following financial years due to timing, and green is where the savings have been achieved. Appendix B shows the key variances and picks up on where there are more significant savings variances.

1.7. Where savings are rated red, the service are reviewing whether they can be delivered. The savings that were deemed unachievable, were presented as part of the Medium-Term Financial Plan presented to Executive in October.

2. Capital Programme

2.1. The capital budget has been revised and increased to £11.485m for 2025/26. This now reflects the new capital grant resource from the Heritage Lottery Fund which was a successful bid for additional monies for the design phase of the project’s final development of £238k. The forecast outturn shows a variance of £722k underspend on the year. A summary of the Capital Programme is provided below, with further detail available within Appendix C.

	Revised	Forecast	Variance

	Budget 2025/26	Outturn 2025/26	2025/26
	£'000s	£'000s	£'000s
Land and Buildings	2,019	1,887	(132)
Infrastructure	38	33	(5)
Vehicles, Equipment and Intangible Software	8,760	8,175	(585)
Community Assets	349	349	0
Revenue Expenditure funded as Capital under Statute (REFCUS)	319	319	0
Current Capital Programme Total	11,485	10,763	(722)

2.2. An underspend of £722k is forecast, these are:

- Old River Lane project there is no further expenditure for the main scheme, and an underspend of £70k is being reported.
- There is a revised Q2 forecast underspend of £297k against the ICT rolling programme. The marginal movement is due to changes in hardware costs. This budget will be reviewed as part of the 2026/27 budget setting.
- There is an underspend on Pinehurst Community Hall due to the Councils contribution of £62k no longer being required. The remaining budget of £118k is a time sensitive S106 contribution that is to be used for play equipment.
- A small underspend on the Bridges programme of £5k.
- There is a reported underspend on the Transformation Programme of £288k. The forecast expenditure of £212k for this programme is for Customer Relationship Management system (CRM) upgrades the underspend is likely to be a carry forward request later in the year.

3. Debtors

3.1. The outstanding debt as at the end of September was £1.967m which is a reduction on the position reported in quarter 1 that was £2.515m. Debt greater than 180 days is £1.054m 54% of the total, an increase of £2k. The debt when compared to the position at the end of July has decreased by £547k.

3.2. Chasing of the aged debts continues to be worked on. Appendix D shows the profile of the aged debt.

4. Reason(s)

4.1. Section 28 of the Local Government Act 2003 requires the council to monitor the budget and monitor and assess the adequacy of reserves and balances during the year. East Herts Council's financial management framework requires quarterly reports to Audit and Governance Committee and the Executive with forecasts to year end.

4.2. The Executive is required to consider the budget forecasts and ensure that action is taken in relation to any expenditure overspends or any underachievement of income so that the council's financial resources are not exceeded.

5. Options

5.1. Not applicable.

6. Risks

6.1. The finance implications are contained within the report.

Community Safety

None arising from this report.

Data Protection

None arising from this report.

Equalities

None arising from this report.

Environmental Sustainability

None arising from this report.

Financial

All financial implications are included in this report.

Health and Safety

None arising from this report.

Human Resources

None arising from this report.

Human Rights

None arising from this report.

Legal

Section 28 of the Local Government Act 2003 requires the council to monitor the budget and monitor and assess the adequacy of reserves and balances during the year. East Herts Council's financial management framework requires the quarterly reports to Audit and Governance Committee and the Executive with forecasts to year end.

Specific Wards

No

6.0 Background papers, appendices and other relevant material

6.1

Appendices	
A	2025/26 Revenue Budget & Forecast Outturn
B	2025/26 Significant variances
C	2025/26 Capital Programme and Forecast Outturn
D	Quarter 2 Debtors position

Contact Member

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2025/26 Revenue budget - Qtr 2 Forecast outturn position

Appendix A

	2025/26 budget	Forecast outturn	Q2 Variance	Notes	Q1 Variance (Memo item)
					£'000
Net Cost of Services	Chief Exec & Corp Support Team	305	267	(37)	(34)
	Communities	2,253	2,666	413	205
	Centrally Managed Costs	760	692	(68)	61
	Legal Policy & Governance	5,062	5,120	58	11
	Place	4,655	4,634	(20)	27
	Regeneration Customer & Commercial Services	(2,179)	(1,471)	708	729
	Finance, Risk Performance	5,065	4,824	(242)	(111)
	Total Net Cost of Services	15,921	16,731	811	888
Corporate Budgets	Fees & charges annual review	(100)	(100)	-	
	Minimum Revenue Provision	1,634	1,431	(203)	-
	Interest Payments on loans	3,269	3,071	(198)	(174)
	Interest & Investment income	(1,000)	(971)	29	75
	Pension Fund Deficit contribution	637	637	-	
	Executive Savings approved 2024/25 budget round	(63)	(63)	-	
	Corporate Budgets Total:	4,377	4,005	(372)	(99)
Use of Reserves	Contributions to Earmarked reserves	-	70	70	-
	Contributions from Earmarked reserves	(164)	(164)	-	-
	Net Use of Reserves:	(164)	(94)	70	-
Net Cost of Services Total:		20,133	20,642	509	
Funding	Retained Business Rates - Business Rates	(5,092)	(5,092)	-	-
	Retained Business Rates - Section 31 Grants	-	-	-	-
	Council Tax Demand on the Collection Fund	(13,131)	(13,131)	-	-
	(Surplus)/Deficit on collection fund	-	-	-	-
	General Government Grants	(582)	(582)	-	-
	New Burdens Funding - food waste collection	-	-	-	-
	Revenue Support Grant	(141)	(141)	-	-
	New Homes Bonus Grant	(1,193)	(1,193)	-	-
Non Departmental Budgets Total:		(20,139)	(20,139)	-	-
Total:		(6)	503	509	789

Notes

1 Waste services have been moved from Communities Directorate to Legal Policy & Governance

2 HR has been moved to the Place Directorate

Appendix B - Summary of Significant Variances - Quarter 2 2025-2026

Budget Area	2025-2026 Budget £ 000's	Forecast Outturn £ 000's	Variance £ 000's	Reason for Variance
Chief Exec & Corp Support Team	305	267	(37)	Minor Staffing Variances
Communities	2,253	2,666	413	
Strategic Property				Strategic property is reporting a pressure of £404k, of which £211k of this relates to Rapier House for the loss of rent £115k plus a £106k pressure for security costs and £14k on utilities, this is due to the temporary re-location of the grounds maintenance contractor from the Buntingford Depot as a result of the new Waste Contractor changes. There is also a £114k pressure on Northgate end flats, due to required security costs and council tax. In addition 14-16 Water Lane is currently void giving a £35k pressure on unachieved rent. There are also a range of other smaller pressures, including a salary pressure £21k in part due to sickness.
	1,163	1,567	404	
Housing Service	518	515	(3)	Although Housing is close to a balanced forecast, it is worth noting that Temporary Accommodation which is grant funded is running at a higher rate than last year with a current forecast spend of £847k, the prior year was £607k. There have also been some increased costs on Hostels however this still remains with budget.
Licensing & Enforcement	64	128	64	There is a £14k pressure on licence fees and £36k shortfall on a recharge for a staffing to another council where the arrangement is no longer active, a net 14k cost pressure on markets, plus a £14k pressure on agency workers due to vacancies.
Community & Well being Partnership	450	375	(75)	This is due staff vacancies that are being held.
Other Variances	58	81	23	minor variances
Centrally Managed Costs	760	692	(68)	
Legal Policy & Governance	5,062	5,120	58	
Improvement and Insight	292	354	62	An income target of £60k for staff recharges to other councils for project work which is no longer achievable in full for 2025-2026 as the arrangement has now finished
Legal Services	427	399	(28)	The underspend is due to a vacant planning solicitor and a trainee post.
Waste Services	3,312	3,321	9	minor variances - Final "True Up" of contract costs are still being discussed North Herts District Council is leading on this.
Democratic Services	944	982	38	Staffing pressure which is being supported the underspend on staffing in Legal services.
Other Variances	88	64	(24)	minor variances
Place	4,655	4,634	(20)	
Planning and Giston Garden Town				There is a forecast overachievement of planning income of £99k plus a reduction in the previously forecast Giston judicial review costs that are likely to land in the current year. However it is worth noting that there is still a large net pressure on staffing costs due to the use of agency. Whilst there has been successful recruitment in other areas of planning, the use of agency is due to a shortage of experienced planners at a principal level in Development Management. Recruitment continues in this area, but in the interim the work is covered by agency staff similar to the position at the end of 2024-2025.
	2,357	2,181	(176)	
Landcharges				Landcharge income is now showing a pressure based on performance to date. Uncertainty in the housing market is having an impact activity due to speculation of what the November budget will bring forth in relation to further tax changes, plus the dampening effect of the SDLT implemented last April.
Parks & Open Spaces	(19)	37	56	
	1,457	1,409	(48)	Forecast underspend on grounds maintenance budgets, and a reduction in grants paid by the Council.
Leisure Services				Pressure on the profit share budget target plus additional costs relating to vat agency advice £14k, unbudgeted NNDR of £30k relating to the Ward Freeman Pool, as this has yet to be transferred due to the Community Pool issue.
	(888)	(748)	140	
Environmental Health	1,062	1,058	(4)	Minor variances - staffing
Other Variances	685	698	12	Minor variances
Regeneration Customer & Commercial	(2,179)	(1,471)	708	
Carparking				Although the net movement for Parking is negligible from Q1, it should be noted that the parking income forecast has improved by £125k this has been netted down by a pressure from the car park cleansing contract from Veolia £54k increase for full year impact, a lesser pressure on PCN Income of £12k, NNDR / BID charges of £26k (Bishop Stortford) and signage costs expected for tariff changes of £29k. As reported in Q1 there is still a £210k pressure on NNDR across the 3 multi storey carparks plus a revised pressure of £165k for the cleansing contract.
	(3,353)	(2,976)	376	
Beam - Theatre				There is a pressure of £267k for the Theatre overall. This means the current forecast is that instead of making a £200k surplus for the year, BEAM will make a loss of £67k. An update on the overall position is being provided to Audit and Governance on the 26 th November and Q3 will be important quarter in terms of the panto and other shows which are expected to do well.
Customer Services	(200)	67	267	Agency for temps to cover garden waste administration as a result of the new waste service (Veolia) arrangements being instigated.
Comms & Digital Media	967	1,001	34	A net pressure due to agency costs covering the ORL project manager role.
Other Variances	401	436	35	
Finance, Risk Performance	6	1	(5)	minor variances
ICT Shared Service	5,165	4,923	(242)	
	2,971	2,830	(141)	ICT underspend on shared service due to staffing vacancies
Other Variances				Technical adjustments including the writing back of a bad debts as the account was settled and the provision is no longer required into the accounts
Total Variances	2,194	2,094	(101)	
	16,021	16,831	811	

Appendix C

Capital Forecast Outturn Quarter 2 - September 2025

	Carry Forward from 2024/25	Revised Budget	Forecast Outturn	Variance
			2025/26	
	£'000	£'000	£'000	£'000
Land and Buildings				
Investment in operational assets	80	392	392	-
Depot Upgrades	681	681	681	-
Hertford Theatre	311	311	311	-
Old River Lane - Town Centre Regeneration	-	205	135	(70)
Pinehurst Community Hall	180	180	118	(62)
Capital contingency - Major projects	-	250	250	-
Infrastructure				
Bridges	-	38	33	(5)
Vehicles, Equipment and Intangible Software				
Rolling programme to be utilised on ICT projects subject to ITSG review	-	407	110	(297)
BEAM Website replacement	-	43	43	-
Refuse & Recycling - cleansing vehicles	6,130	6,130	6,130	-
Refuse & recycling - containers	1,680	1,680	1,680	-
Transformation Programme	-	500	212	(288)
Community Assets				
Hertford Castle Grounds - Development Phase - HLF	32	270	270	-
Parks & Open Spaces	79	79	79	-
Revenue Expenditure Funded as Capital Under Statute (REFCUS)				
Warmer Homes - WH:LG	-	319	319	-
Current Capital Programme Budget Total	9,173	11,485	10,763	(722)

Appendix D

EastHerts District Council - Aged Debt Analysis - September 2025

Outstanding Debt as at July 2025	Balance Outstanding	30 Days	30 - 60 Days	60 - 90 Days	90 - 120 days	120 - 180 Days	180+ days
	£ 000's	£ 000's	£ 000's	£ 000's	£ 000's	£ 000's	£ 000's
Outstanding Debt 30 Sept	1,967.7	300.7	190.9	224.6	123.1	73.9	1,054.5
Outstanding Debt 31 July	2,515.1	765.9	370.8	142.7	42.6	140.5	1,052.6
Increase / (Decrease) to March 2025	(547.4)	(465.2)	(179.9)	81.9	80.5	(66.6)	1.9
Percentage Spread of Debt Across Periods		15%	10%	11%	6%	4%	54%
Percentage (Reduction) / Increase in Debt from 31 July	(22%)	(61%)	(49%)	57%	189%	(47%)	0.2%