

Budget Book 2024-25

Ashford Borough Council

ASHFORD

ASHFORD BOROUGH COUNCIL

BUDGET BOOK 2024/25

CONTENTS

	Page No.
BUDGET INTRODUCTION	3
COUNCIL TAX STATISTICS	4
PARISH EXPENDITURE	7
NNDR STATISTICS	8
GENERAL FUND	
General Fund Summary	21
Subjective Analysis	22
Analysis of Estimated Reserves	23
SERVICE BUDGETS AND PLANS	
Finance & IT	24
HR, Customer Services, Comms and Digitalisation	38
Housing	43
Wellbeing and Port	51
Environment, Property and Recreation	57
Planning and Development	69
Corporate Management Costs	76
Head of Economic Development	80
Performance and Policy	84
Solicitor to The Council and Monitoring Officer	91
Head of Development Manager	95
NET INTEREST AND CAPITAL CHARGES	98
HOUSING REVENUE ACCOUNT	99
CAPITAL PROGRAMME	107
FEES AND CHARGES	109

ASHFORD BOROUGH COUNCIL

BUDGET 2024/25

Introduction

This Budget Book shows the Council's revenue estimates for 2024/25, the Capital Programme 2024/25 to 2026/27 and the Fees and Charges effective from 1 April 2024.

The 2024/25 budget has been built during a period when inflation remained higher than the 2% target established by the Bank of England, high interest rates compared to recent years, a cost of living crisis and continued uncertainty over long term Government Funding, as the Governments fair funding and spending review has been further delayed.

The budget for 2024/25 includes a deficit of £0.35m which has been funded by utilising the Medium Term Financial Plan Risk Reserve. Although the Council has sufficient reserves to fund this budget, it is not a prudent or sustainable long term solution. The Council and Management Team are working on developing further savings to bridge the funding gap.

This budget supports the final year of the Council's Corporate Plan, which was adopted in late 2021 with three priority themes, Green Pioneer, Caring Ashford, and Targeted Growth, a new Corporate Plan 2025-2027 is currently being finalised.

The budget includes the Port Health Authority which has become fully operational and is run on a cost recovery basis from the fees and charges it collects.

The budget for the Housing Revenue Account has been set to support its 30 year business plan and its ambitious capital programme which will see it increasing the housing stock through new developments and the purchase of old housing stock from the open market. It has also started factoring in significant investment in retrofitting the existing stock to make the portfolio more carbon efficient. This is reflected within the Capital Programme section of this publication.

The budget for the Housing Revenue Account, includes an average increase in rents of 7.7% in line with government formula.

This budget book also includes the NNDR1 form which is the estimate for business rate income for the coming year.

COUNCIL TAX STATISTICS

2023/24		2024/25	
No	**COUNCIL TAX**	**No**	
48,906	Tax Base	49,832	
£	Band D Rates:	**£**	**% Increase**
182.50	Ashford Borough Council	187.96	2.99%
1,331.82	Kent County Council	1,377.81	3.45%
202.41	KCC Adult Social Care	233.01	15.12%
243.15	Kent Police Authority	256.15	5.35%
87.30	Kent and Medway Fire Authority	89.91	2.99%
2,047.18		**2,144.84**	**4.77%**
	PRECEPTS		
8,925,340	Ashford Borough Council	9,366,420	
65,133,989	Kent County Council	68,659,028	
9,899,063	KCC Adult Social Care	11,611,354	
11,891,494	Kent Police Authority	12,764,467	
4,269,494	Kent and Medway Fire Authority	4,480,395	
2,619,145	Parish Councils	2,857,275	
102,738,525		**109,738,939**	

COMPARISON WITH PREVIOUS YEARS

The table gives the make up of the Council Tax for Band D properties for previous years.

	Ashford BC	Kent CC	KCC Adult Social Care	Kent Police	Kent Fire	TOTAL
2024/25	187.96	1,377.81	233.01	256.15	89.91	2,144.84
2023/24	182.50	1,331.82	202.41	243.15	87.30	2,047.18
2022/23	177.50	1,287.99	173.25	228.15	82.35	1,949.24
2021/22	172.50	1,259.64	159.12	218.15	80.82	1,890.23
2020/21	167.50	1,232.64	118.62	203.15	79.29	1,801.20
2019/20	162.50	1,206.72	92.70	193.15	77.76	1,732.83
2018/19	157.50	1,169.64	68.04	169.15	75.51	1,639.84
2017/18	154.00	1,134.36	44.46	157.15	73.35	1,563.32
2016/17	150.00	1,111.77	21.78	152.15	72.00	1,507.70
2015/16	145.45	1,089.99	*	147.15	70.65	1,453.24

PARISH PRECEPTS

Council taxpayers living in parished areas pay additional amounts to provide for the precepts levied by their parish/town council. Expressed as Band D these amounts range from £6.32 (Crundale) to £176.13 (Tenterden). The total of all Parish Precepts is £2,857,275, an increase of 9.09% over 2023/24.

CALCULATION OF THE BUDGET REQUIREMENT AND COUNCIL TAX AT BAND D		
	£	£
Gross Expenditure - General Fund	69,413,410	
Gross Expenditure - HRA	36,375,200	
Parish Precepts	2,857,275	
		108,645,885
Less Gross Income	(84,028,190)	
		(84,028,190)
NET EXPENDITURE		24,617,695
Government Grant	(1,358,000)	
New Homes Bonus	(1,447,000)	
Retained Business Rates	(9,589,000)	
Government Grant (S31 grants)		
		(12,394,000)
BUDGET REQUIREMENT		12,223,695
Less Parish Precepts		(2,857,275)
Council Tax Requirement		9,366,420
Council Tax Base		49,832
Band 'D' Council Tax		187.96
Average including Parishes		245.30

CALCULATION OF COUNCIL TAX FOR DIFFERENT VALUATIONS BANDS

	VALUATION BAND	A	B	C	D	E	F	G	H
1.	The Multipliers specified in Section 5(1) of the Local Government Finance Act 1992, to apply Basic Tax	6/9	7/9	8/9	1	11/9	13/9	15/9	18/9
2.	ABC Council Tax at £187.96 Band D multiplied by item 1 above to give the Council Tax for the year in respect of valuation band	125.31	146.19	167.08	187.96	229.73	271.50	313.27	375.92
3.	Precepts issued to the Council								
	1. Kent County Council	918.54	1,071.63	1,224.72	1,377.81	1,683.99	1,990.17	2,296.35	2,755.62
	2. KCC Adult Social Care	155.34	181.23	207.12	233.01	284.79	336.57	388.35	466.02
	3. Kent Police Authority	170.77	199.23	227.69	256.15	313.07	369.99	426.92	512.30
	4. Kent and Medway Fire Rescue Authority (provisional figure).	59.94	69.93	79.92	89.91	109.89	129.87	149.85	179.82
4.	The total of items 2 and 3 above, which is the full Council Tax before Parish precepts for 2024/25	1,429.90	1,668.21	1,906.53	2,144.84	2,621.47	3,098.10	3,574.74	4,289.68

PARISH EXPENDITURE AND PRECEPTS 2024/25								
2024/25 Local tax base	**Parish**	**2023/2024 Precept charged to taxpayers**	**2023/24 Local Tax at Band D**	**2024/25 Precept charged to taxpayers**	**Percentage Change in Precept**	**2024/25 Local tax at Band D**	**Percentage change at Band D**	**2024/2025 Total paid to Parish**
		£	**£**	**£**		**£**		**£**
640	Aldington & Bonnington	55,675	86.86	65,073.00	17%	101.68	17%	65,073
383	Appledore	26,000	67.89	28,500.00	10%	74.41	10%	28,500
775	Bethersden	40,000	52.49	45,000.00	13%	58.06	11%	45,000
1,305	Biddenden	62,888	48.01	72,949.56	16%	55.90	16%	72,950
160	Bilsington	7,535	47.69	8,011.00	6%	50.07	5%	8,011
1,092	Boughton Aluph and Eastwell	36,074	33.28	45,428.00	26%	41.60	25%	45,428
631	Brabourne	34,000	54.40	34,327.00	1%	54.40	0%	34,327
151	Brook	12,500	80.13	13,500.00	8%	89.40	12%	13,500
546	Challock	24,000	44.94	24,000.00	0%	43.96	-2%	24,000
1,393	Charing	181,085	131.79	203,721.00	13%	146.25	11%	203,721
794	Chilham	52,670	67.18	52,670.00	0%	66.34	-1%	52,670
95	Crundale (PM)	500	5.32	600.00	20%	6.32	19%	600
543	Egerton	43,056	80.33	48,950.00	14%	90.15	12%	48,950
182	Godmersham	7,035	39.08	14,000.00	99%	76.92	97%	14,000
2,920	Great Chart with Singleton	326,412	118.22	380,411.00	17%	130.28	10%	380,411
112	Hastingleigh	4,500	38.79	6,000.00	33%	53.57	38%	6,000
806	High Halden	33,054	44.01	33,054.00	0%	41.01	-7%	33,054
277	Hothfield	15,500	56.78	15,500.00	0%	55.96	-1%	15,500
116	Kenardington	6,500	59.63	6,750.00	4%	58.19	-2%	6,750
3,882	Kennington	106,870	28.31	110,000.00	3%	28.34	0%	110,000
4,762	Kingsnorth	263,991	56.76	270,291.12	2%	56.76	0%	270,291
137	Little Chart	6,222	46.09	6,222.00	0%	45.42	-1%	6,222
546	Mersham	23,350	44.65	25,106.00	8%	45.98	3%	25,106
122	Molash	4,250	36.64	4,470.00	5%	36.64	0%	4,470
107	Newenden	10,000	91.74	10,000.00	0%	93.46	2%	10,000
664	Orlestone	20,272	31.82	32,272.00	59%	48.60	53%	32,272
537	Pluckley	49,023	97.27	51,475.00	5%	95.86	-1%	51,475
723	Rolvenden	33,786	47.32	34,212.00	1%	47.32	0%	34,212
357	Ruckinge	11,000	32.16	11,710.00	6%	32.80	2%	11,710
923	Sevington	13,561	15.71	14,330.00	6%	15.53	-1%	14,330
584	Shadoxhurst	21,910	37.84	23,450.00	7%	40.15	6%	23,450
734	Smarden	47,082	65.12	57,000.00	21%	77.66	19%	57,000
382	Smeeth	23,738	62.63	23,738.00	0%	62.14	-1%	23,738
1,280	South Willesborough & Newtown	72,240	56.97	86,803.00	20%	67.81	19%	86,803
796	Stanhope	17,800	22.70	18,700.00	5%	23.49	3%	18,700
214	Stone	5,750	27.00	6,250.00	9%	29.21	8%	6,250
3,939	Tenterden (TC)	653,580	167.97	693,780.00	6%	176.13	5%	693,780
206	Warehorne	5,250	31.63	7,400.00	41%	35.92	14%	7,400
509	Westwell	28,550	55.65	29,950.00	5%	58.84	6%	29,950
561	Wittersham	35,000	62.50	35,700.00	2%	63.64	2%	35,700
871	Woodchurch	45,207	51.78	45,006.00	0%	51.67	0%	45,006
1,083	Wye with Hinxhill	151,730	140.23	160,965.00	6%	148.63	6%	160,965
36,840		2,619,145	2,467.31	2,857,274.68				2,857,275

NATIONAL NON-DOMESTIC RATES RETURN - NNDR1
2024-25

Ver 1.1

PART 1A: NON-DOMESTIC RATING INCOME

This section of the form uses entries from other parts to calculate the forecast net business rates income for the authority in 2024-25. Note that you still need to enter data for line 5 and line 9a, but otherwise it is all calculated.

COLLECTABLE RATES (See Note A)	**£**
1. Net amount receivable from rate payers after taking account of transitional adjustments, empty property rate, mandatory and discretionary reliefs and accounting adjustments	54,555,436
TRANSITIONAL PROTECTION PAYMENTS	
2. Sums due to the authority	2,207,848
3. Sums due from the authority	0
COST OF COLLECTION (See Note B)	
4. Cost of collection formula	207,115
5. Legal costs	0
6. Allowance for cost of collection	207,115
SPECIAL AUTHORITY DEDUCTIONS	
7. City of London Offset : Not applicable for your authority	0
DISREGARDED AMOUNTS	
8. Amounts retained in respect of Designated Areas	0
9. Amounts retained in respect of Renewable Energy Schemes (See Note C)	75,000
of which:	
9a. sums retained by billing authority	75,000
9b. sums retained by major precepting authority	0
10. Amounts retained in respect of Shale Oil and Gas Sites Schemes (See Note D)	0
NON-DOMESTIC RATING INCOME	
11. Line 1 plus line 2, minus lines 3, 6 to 9 and 10	56,481,169

FOR INFORMATION: Breakdown of Collectable Rates

Gross rates payable in year	76,917,160	Part 2, Line 5
Cost of mandatory relief	-12,630,999	Part 2, Line 18 + Part 2, Line 23
Cost of discretionary relief	-6,099,561	Part 2, Line 35 + Part 2, Line 41
Cost of transitional arrangements	-2,207,848	Part 2, Line 8
Cost of accounting adjustments for losses on collection	-467,647	Part 3, Line 2
Cost of accounting adjustments for addition to appeals provision	-955,669	Part 3, Line 3
Collectable Rates	54,555,436	**Part 1, Line 1**

NATIONAL NON-DOMESTIC RATES RETURN - NNDR1
2024-25

Ver 1.1

Local Authority : Ashford

PART 1B: PAYMENTS

This page is for information only; please do not amend any of the figures

The payments to be made, during the course of 2024-25 to:

i) the Secretary of State in accordance with Regulation 4 of the Non-Domestic Rating (Rates Retention) Regulations 2013;
ii) major precepting authorities in accordance with Regulations 5, 6 and 7; and to be
iii) transferred by the billing authority from its Collection Fund to its General Fund,

are set out below

	Column 1 **Central Government**	Column 2 **Ashford**	Column 3 **Kent County Council**	Column 4 **Kent Fire Authority**	Column 5 **Total**
Retained NNDR shares	£	£	£	£	£
12. % of non-domestic rating income to be allocated to each authority in 2024-25	50%	40%	9%	1%	100%
Non-Domestic Rating Income for 2024-25					
13. Non-domestic rating income from rates retention scheme	28,240,584	22,592,468	5,083,305	564,812	56,481,169
14.(less) deductions from central share	0				0
15 **TOTAL:**	28,240,584	22,592,468	5,083,305	564,812	56,481,169
Other Income for 2024-25					
16. add: cost of collection allowance		207,115			207,115
17. add: amounts retained in respect of Designated Areas		0			0
18. add: amounts retained in respect of renewable energy schemes		75,000	0		75,000
19. add: amounts retained in respect of Shale oil and gas sites schemes		0	0	0	0
20. add: qualifying relief in Designated Areas		0	0	0	0
21. add: City of London Offset		0			0
22. add: in respect of Port of Bristol hereditament		0			0
Estimated Surplus/Deficit on Collection Fund	£	£	£	£	£
23. Surplus/Deficit at end of 2023-24 (+ve = surplus, -ve = deficit)	283,298	226,638	50,994	5,666	566,596
TOTAL FOR THE YEAR	£	£	£	£	£
24. Total amount due to authorities	28,523,882	23,101,221	5,134,299	570,478	57,329,880

NATIONAL NON-DOMESTIC RATES RETURN - NNDR1
2024-25

Ver 1.1

Local Authority : Ashford

PART 1C: SECTION 31 GRANT (See Note E)

This page is for information only; please do not amend any of the figures

Estimated sums due from Government via Section 31 grant, to compensate authorities for the cost of changes to the business rates system announced in the 2013 to 2016 and 2022 to 2023 Autumn Statements, 2020 and 2021 spending reviews, and 2017 (March and November), 2018 (October) and 2021 (October) Budgets

Small Business Rates Multiplier Adjustment Factor: 1.248
Supplementary Multiplier Adjustment Factor: 1.167

	Column 2 **Ashford**	Column 3 **Kent County Council**	Column 4 **Kent Fire Authority**	Column 5 **Total**
	£	£	£	£
Multiplier Cap				
25. Cost of cap on 2014-15, 2015-16 and post-2018-19 and freezing of 2021-22, 2022-23, 2023-24 small business rates and standard business rates multipliers and the 2024-25 small business rates multiplier - Loss of net rates income	4,278,621	959,536	106,615	5,344,772
26. Cost of cap on 2014-15, 2015-16 and post-2018-19 and freezing of 2021-22, 2022-23, 2023-24 small business rates and standard business rates multipliers and the 2024-25 small business rates multiplier - Uprating to grants in respect of Section 31 funded reliefs	842,187	189,492	21,055	1,052,734
27. Total compensation for cost of cap on 2014-15, 2015-16 and post-2018-19 and freezing of 2021-22, 2022-23, 2023-24 small business rates and standard business rates multipliers and the 2024-25 small business rates multiplier	5,120,808	1,149,028	127,670	6,397,506
Small Business Rate Relief				
28. Cost of doubling SBRR & threshold changes for 2024-25	1,380,402	310,591	34,510	1,725,503
28a. Additional compensation for loss of supplementary multipler income	81,324	18,298	2,033	101,655
29. Cost to authorities of maintaining relief on "first" property	13,000	2,925	325	16,250
Rural Rate Relief				
30. Cost to authorities of providing 100% rural rate relief	3,999	900	100	4,999

NATIONAL NON-DOMESTIC RATES RETURN - NNDR1
2024-25

Ver 1.1

Local Authority : Ashford

PART 1C: SECTION 31 GRANT (See Note E)

This page is for information only; please do not amend any of the figures

Estimated sums due from Government via Section 31 grant, to compensate authorities for the cost of changes to the business rates system announced in the 2013 to 2016 and 2022 to 2023 Autumn Statements, 2020 and 2021 spending reviews, and 2017 (March and November), 2018 (October) and 2021 (October) Budgets

Small Business Rates Multiplier Adjustment Factor: 1.248
Supplementary Multiplier Adjustment Factor: 1.167

	Column 2 **Ashford**	Column 3 **Kent County Council**	Column 4 **Kent Fire Authority**	Column 5 **Total**
Supporting Small Business Scheme				
31. Cost to authorities of providing relief	260,000	58,500	6,500	325,000
Designated Areas qualifying relief in 100% business rates retention areas				
32. Cost to authorities of providing relief	0	0	0	0
Local newspaper relief				
33. Cost to authorities of providing relief	600	135	15	750
Public lavatories relief				
34. Cost to authorities of providing relief	1,932	434	48	2,414
Retail, Hospitality and Leisure relief				
35. Cost to authorities of providing relief	2,026,677	456,002	50,667	2,533,346
Freeports relief				
36. Cost to authorities of providing relief	0	0	0	0
Investment Zones relief				
37. Cost to authorities of providing relief	0	0	0	0
Low-carbon heat networks relief				
38. Cost to authorities of providing relief	0	0	0	0
TOTAL FOR THE YEAR	£	£	£	£
39. Amount of Section 31 grant due to authorities to compensate for reliefs	8,888,742	1,996,813	221,868	11,107,423

NATIONAL NON-DOMESTIC RATES RETURN - NNDR1
2024-25

Ver 1.1

Local Authority : Ashford

PART 2: RELIEFS AND NET RATES PAYABLE (See Note F)

This section of the form is for you to enter the gross rates value and the amount of various business rates reliefs forecast for 2024-25. This will then calculate the forecast net rates payable. These

You should complete columns 1 & 4 only		Column 1	Column 2	Column 3		Column 4	Column 5	Column 6	Column 7
		Hereditaments using the small business rating multiplier				Hereditaments using the standard multiplier			
GROSS RATES PAYABLE (All data should be entered as +ve unless specified otherwise) - See Note G		**BA Area (exc. Designated areas).** £	**Designated areas** £	**TOTAL (All BA Area)** £		**BA Area (exc. Designated areas)** £	**Designated areas** £	**TOTAL (All BA Area)** £	**GRAND TOTAL** £
1. Rateable Value at	03/01/2024	53,036,819	0	53,036,819		91,609,500	0	91,609,500	144,646,319
2. Multiplier for 2024-25 (pence)	49.9				54.6				
3. Gross rates 2024-25 (RV x multiplier)		26,465,373	0			50,018,787	0		76,484,160
4. Estimated growth/decline in gross rates (+ = increase, - = decrease)		262,375	0			170,625	0		433,000
5. Forecast gross rates payable in 2024-25		26,727,748	0	26,727,748		50,189,412	0	50,189,412	76,917,160

You should complete columns 1 & 4 only	Column 1	Column 2	Column 3	Column 4	Column 5	Column 6	Column 7
	Hereditaments using the small multiplier			Hereditaments using the standard multiplier			
TRANSITIONAL ARRANGEMENTS (See Note H)	**BA Area (exc. Designated areas).** Complete this column	**Designated areas** Do not complete this column	**TOTAL (All BA Area)** Do not complete this column	**BA Area (exc. Designated areas)** Complete this column	**Designated areas** Do not complete this column	**TOTAL (All BA Area)** Do not complete this column	**GRAND TOTAL** Do not complete this column
6. Revenue foregone because increases in rates have been deferred (Show as -ve)	-1,842,313	0	-1,842,313	-365,535	0	-365,535	-2,207,848
7. Changes as a result of estimated growth / decline in cost of transitional arrangements	0	0		0	0		
TRANSITIONAL PROTECTION PAYMENTS							
8. Sum due to/(from) authority	1,842,313	0	1,842,313	365,535	0	365,535	2,207,848

NATIONAL NON-DOMESTIC RATES RETURN - NNDR1
2024-25

Ver 1.1

Local Authority : Ashford

PART 2: RELIEFS AND NET RATES PAYABLE (See Note F)

This section of the form is for you to enter the gross rates value and the amount of various business rates reliefs forecast for 2024-25. This will then calculate the forecast net rates payable. These

You should complete columns 1 & 4 only	Column 1	Column 2	Column 3	Column 4	Column 5	Column 6	Column 7
	Hereditaments using the small business rating multiplier			Hereditaments using the standard multiplier			
	BA Area (exc. Designated areas).	Designated areas	TOTAL (All BA Area)	BA Area (exc. Designated areas)	Designated areas	TOTAL (All BA Area)	GRAND TOTAL
GROSS RATES PAYABLE (All data should be entered as +ve unless specified otherwise) - See Note G	£	£	£	£	£	£	£
MANDATORY RELIEFS (See Note I) (All data should be entered as -ve unless specified otherwise)							
Small Business Rate Relief							
9. Forecast of relief to be provided in 2024-25	-5,100,058	0	-5,100,058	0	0	0	-5,100,058
10. of which: relief on existing properties where a 2nd property is occupied	-32,500	0	-32,500	0	0	0	-32,500
Charitable occupation							
11. Forecast of relief to be provided in 2024-25	-912,037	0	-912,037	-3,966,652	0	-3,966,652	-4,878,689
Community Amateur Sports Clubs (CASCs)							
12. Forecast of relief to be provided in 2024-25	-94,365	0	-94,365	0	0	0	-94,365
Rural rate relief							
13. Forecast of relief to be provided in 2024-25	-19,996	0	-19,996	0	0	0	-19,996
Public Lavatories relief (See note J)							
14. Forecast of relief to be provided in 2024-25	-4,827	0	-4,827	0	0	0	-4,827
Low-carbon heat networks relief							
15. Forecast of relief to be provided in 2024-25	0	0	0	0	0	0	0
16. Forecast of mandatory reliefs to be provided in 2024-25 (Sum of lines 9 to 16)	-6,131,283	0		-3,966,652	0		
17. Changes as a result of estimated growth/decline in mandatory relief	0	0		-81,900	0		
18. Total forecast mandatory reliefs to be provided in 2024-25	-6,131,283	0	-6,131,283	-4,048,552	0	-4,048,552	-10,179,835

NATIONAL NON-DOMESTIC RATES RETURN - NNDR1
2024-25

Ver 1.1

Local Authority : Ashford

PART 2: RELIEFS AND NET RATES PAYABLE (See Note F)

This section of the form is for you to enter the gross rates value and the amount of various business rates reliefs forecast for 2024-25. This will then calculate the forecast net rates payable. These

You should complete columns 1 & 4 only	Column 1	Column 2	Column 3	Column 4	Column 5	Column 6	Column 7
	Hereditaments using the small business rating multiplier			Hereditaments using the standard multiplier			
	BA Area (exc. Designated areas).	Designated areas	TOTAL (All BA Area)	BA Area (exc. Designated areas)	Designated areas	TOTAL (All BA Area)	GRAND TOTAL
GROSS RATES PAYABLE (All data should be entered as +ve unless specified otherwise) - See Note G	£	£	£	£	£	£	£
UNOCCUPIED PROPERTY (See Note K) (All data should be entered as -ve unless specified otherwise)							
Partially occupied hereditaments							
19. Forecast of 'relief' to be provided in 2024-25	0	0	0	0	0	0	0
Empty premises							
20. Forecast of 'relief' to be provided in 2024-25	-774,124	0	-774,124	-677,040	0	-677,040	-1,451,164
21. Forecast of unoccupied property 'relief' to be provided in 2024-25 (Line 19 + line 20)	-774,124	0		-677,040	0		
22. Changes as a result of estimated growth/decline in unoccupied property 'relief' (+ = decline, - = increase)	-500,000	0		-500,000	0		
23. Total forecast unoccupied property 'relief' to be provided in 2024-25	-1,274,124	0	-1,274,124	-1,177,040	0	-1,177,040	-2,451,164
DISCRETIONARY RELIEFS (See Note L) (All data should be entered as -ve unless specified otherwise)							
Charitable occupation							
24. Forecast of relief to be provided in 2024-25	-50,783	0	-50,783	-132,310	0	-132,310	-183,093
Non-profit making bodies							
25. Forecast of relief to be provided in 2024-25	-82,954	0	-82,954	-58,640	0	-58,640	-141,594
Community Amateur Sports Clubs (CASCs)							
26. Forecast of relief to be provided in 2024-25	-14,227	0	-14,227	0	0	0	-14,227
Small rural businesses							
27. Forecast of relief to be provided in 2024-25	-42,456	0	-42,456	0	0	0	-42,456

NATIONAL NON-DOMESTIC RATES RETURN - NNDR1
2024-25

Ver 1.1

Local Authority : Ashford

PART 2: RELIEFS AND NET RATES PAYABLE (See Note F)

This section of the form is for you to enter the gross rates value and the amount of various business rates reliefs forecast for 2024-25. This will then calculate the forecast net rates payable. These

You should complete columns 1 & 4 only

	Column 1	Column 2	Column 3	Column 4	Column 5	Column 6	Column 7
	Hereditaments using the small business rating multiplier			**Hereditaments using the standard multiplier**			
GROSS RATES PAYABLE (All data should be entered as +ve unless specified otherwise) - See Note G	**BA Area (exc. Designated areas).**	**Designated areas**	**TOTAL (All BA Area)**	**BA Area (exc. Designated areas)**	**Designated areas**	**TOTAL (All BA Area)**	**GRAND TOTAL**
	£	**£**	**£**	**£**	**£**	**£**	**£**
Other ratepayers (refer to guidance for further details)							
28. Forecast of relief to be provided in 2024-25	0	0	0	0	0	0	0
of which:	*of which:*	*of which:*		*of which:*	*of which:*		
29. Relief given to Case A hereditaments		0			0		
30. Relief given to Case B hereditaments	0			0			
31. Relief given to Freeports (See Note M)		0			0		
32. Relief given to Investment Zones (See Note M)	0	0		0	0		
33. Forecast of discretionary relief to be provided in 2024-25 (Sum of lines 23 to 28)	-190,420	0		-190,950	0		
34. Changes as a result of estimated growth/decline in discretionary relief (+ = decline, - = increase)	0	0		0	0		
35. Total forecast discretionary relief to be provided in 2024-25	-190,420	0	-190,420	-190,950	0	-190,950	-381,370

NATIONAL NON-DOMESTIC RATES RETURN - NNDR1
2024-25

Ver 1.1

Local Authority : Ashford

PART 2: RELIEFS AND NET RATES PAYABLE (See Note F)

This section of the form is for you to enter the gross rates value and the amount of various business rates reliefs forecast for 2024-25. This will then calculate the forecast net rates payable. These

You should complete columns 1 & 4 only

	Column 1	Column 2	Column 3	Column 4	Column 5	Column 6	Column 7
	Hereditaments using the small business rating multiplier			**Hereditaments using the standard multiplier**			
	BA Area (exc. Designated areas).	**Designated areas**	**TOTAL (All BA Area)**	**BA Area (exc. Designated areas)**	**Designated areas**	**TOTAL (All BA Area)**	**GRAND TOTAL**
GROSS RATES PAYABLE (All data should be entered as +ve unless specified otherwise) - See Note G	**£**	**£**	**£**	**£**	**£**	**£**	**£**
DISCRETIONARY RELIEFS FUNDED THROUGH SECTION 31 GRANT (See Note N) (All data should be entered as -ve unless specified otherwise)							
Supporting Small Business Scheme 36. Forecast of relief to be provided in 2024-25	-650,000	0	-650,000	0	0	0	-650,000
Local newspaper relief 37. Forecast of relief to be provided in 2024-25	-1,500	0	-1,500	0	0	0	-1,500
Retail, Hospitality and Leisure relief 38. Forecast of relief to be provided in 2024-25	-2,808,229	0	-2,808,229	-2,258,462	0	-2,258,462	-5,066,691
39. Forecast of discretionary reliefs funded through S31 grant to be provided in 2024-25 (Sum of lines 37 to 39)	-3,459,729	0		-2,258,462	0		
40. Changes as a result of estimated growth/decline in Section 31 discretionary relief (+ = decline, - = increase)	0	0		0	0		
41. Total forecast of discretionary reliefs funded through S31 grant to be provided in 2024-25	-3,459,729	0	-3,459,729	-2,258,462	0	-2,258,462	-5,718,191
NET RATES PAYABLE							
	£	**£**	**£**	**£**	**£**	**£**	**£**
42. Forecast of net rates payable by rate payers after taking account of transitional adjustments, unoccupied property relief, mandatory and discretionary reliefs	13,829,879	0	13,829,879	42,148,873	0	42,148,873	55,978,752
	Total						
	55,978,752	0	55,978,752				55,978,752

NATIONAL NON-DOMESTIC RATES RETURN - NNDR1
2024-25

Ver 1.1

Local Authority : Ashford

PART 3: COLLECTABLE RATES AND DISREGARDED AMOUNTS

Enter accounting adjustments in this section, which calculations will deduct from the net rates calculated from entries in Part 2. You must break down estimated bad debts and repayments by hereditaments receiving the small and standard mutliplier, but adjustments from line 5 onwards should reflect the total of both types of hereditament.

You should complete column 1 only

	Column 1	Column 2	Column 3
		Enter data for all hereditaments in these columns	
	BA Area (exc. Designated areas)	**Designated Areas**	**TOTAL (All BA Area)**
NET RATES PAYABLE	**£**	**£**	**£**
1. Sum payable by rate payers after taking account of transitional adjustments, empty property rate, mandatory and discretionary reliefs	**55,978,752**	**0**	**55,978,752**
(LESS) LOSSES (Data should be entered as -ve)			
2. Estimated bad debts in respect of 2024-25 rates payable	**-467,647**	**0**	**-467,647**
3. Estimated repayments in respect of 2024-25 rates payable	**-955,669**	**0**	**-955,669**
COLLECTABLE RATES			
4. Net Rates payable less losses	**54,555,436**	**0**	**54,555,436**

NATIONAL NON-DOMESTIC RATES RETURN - NNDR1
2024-25

Ver 1.1

Local Authority : Ashford

PART 3: COLLECTABLE RATES AND DISREGARDED AMOUNTS

Enter accounting adjustments in this section, which calculations will deduct from the net rates calculated from entries in Part 2. You must break down estimated bad debts and repayments by hereditaments receiving the small and standard mutliplier, but adjustments from line 5 onwards should reflect the total of both types of hereditament.

You should complete column 1 only

	Column 1 BA Area (exc. Designated areas)	Column 2 Designated Areas	Column 3 TOTAL (All BA Area)
DISREGARDED AMOUNTS (Data should be entered as +ve)			
5. Renewable Energy (see Note B)	75,000	0	75,000
6. Shale oil and gas sites scheme (see Note C)	0	0	0
7. Transitional Protection Payment		0	
8. Baseline		0	
DISREGARDED AMOUNTS			
9. Total Disregarded Amounts		0	0
DESIGNATED AREAS IN 100% BRR AUTHORITIES			
10. Designated Areas Qualifying Relief: Not applicable	0	0	0
DEDUCTIONS FROM CENTRAL SHARE			
11. Designated Areas Qualifying Relief	0	0	0
Port of Bristol			
12. In respect of Port of Bristol: Not applicable	0		0
DEDUCTIONS FROM CENTRAL SHARE			
13. Total Deductions	0	0	0

NATIONAL NON-DOMESTIC RATES RETURN - NNDR1
2024-25

Ver 1.1

Local Authority : Ashford

PART 4: ESTIMATED COLLECTION FUND BALANCE

	£	£
OPENING BALANCE		
1. Opening Balance (From Collection Fund Statement)		1,238,383
BUSINESS RATES CREDITS AND CHARGES		
2. Business rates credited and charged to the Collection Fund in 2023-24 (enter as +ve)	49,503,907	
3. Sums written off in excess of the allowance for non-collection (enter as -ve)	0	
4. Changes to the allowance for non-collection	-283,176	
5. Amounts charged against the provision for alteration of lists and appeals following RV list changes (enter as +ve)	735,318	
6. Changes to the provision for alteration of lists and appeals	-1,366,518	
7. Total business rates credits and charges (Total lines 2 to 6)		48,589,531
OTHER RATES RETENTION SCHEME CREDITS (enter as +ve)		
8. Transitional protection payments received, or to be received in 2023-24	4,972,546	
9. Transfers/payments to the Collection Fund for end-year reconciliations	0	
10. Transfers/payments into the Collection Fund in 2023-24 in respect of a previous year's deficit	0	
11. Total Other Credits (Total lines 8 to 10)		4,972,546

NATIONAL NON-DOMESTIC RATES RETURN - NNDR1
2024-25

Ver 1.1

Local Authority : Ashford

PART 4: ESTIMATED COLLECTION FUND BALANCE

OTHER RATES RETENTION SCHEME CHARGES (enter as -ve)

12. Transitional protection payments made, or to be made, in 2023-24	0	
13. Payments made, or to be made, to the Secretary of State in respect of the central share in 2023-24	-26,520,234	
14. Payments made, or to be made to, major precepting authorities in respect of business rates income 2023-24	-5,304,047	
15. Transfers made, or to be made, to the billing authority's General Fund in respect of business rates income in 2023-24	-21,216,188	
16. Transfers made, or to be made, to the billing authority's General Fund; and payments made, or to be made, to a precepting authority in respect of disregarded amounts in 2023-24	-267,415	
17. Transfers/payments from the Collection Fund for end-year reconciliations	0	
18. Transfers/payments made from the Collection Fund in 2023-24 in respect of a previous year's surplus	-925,980	
19. Total Other Charges (Total lines 12 to 18)		-54,233,864

ESTIMATED SURPLUS/(DEFICIT) ON COLLECTION FUND IN RESPECT OF FINANCIAL YEAR 2023-24 - Surplus (positive), Deficit (Negative)

	£
20. Opening balance plus total credits, less total charges (Total lines 1, 7, 11,19)	566,596

APPORTIONMENT OF ESTIMATED SURPLUS / DEFICIT (See Note N)

	Column 1 **Central Government**	Column 2 **Ashford**	Column 3 **Kent County Council**	Column 4 **Kent Fire Authority**	Column 5 **Total**
21. % for distribution of prior year surplus/deficit (i.e. 2022-23)	50%	40%	9%	1%	100%
22. Total prior year surplus (+)/deficit (-)	156,202	124,961	28,116	3,124	312,403
23. % for distribution of in-year surplus/deficit (i.e. 2023-24)	50%	40%	9%	1%	100%
24. In year surplus (+)/deficit (-)	127,097	101,677	22,877	2,542	254,193
25. Total (total lines 22 and 24)	283,298	226,638	50,994	5,666	566,596

REVENUE BUDGET				
SERVICE SUMMARY				
Actuals 2022/23 £	**Budget 2023/24 £**	**Projected Outturn 2023/24 £**	**Service**	**Budget 2024/25 £**
1,549,881	3,097,440	2,745,490	Finance and IT	2,640,180
388,604	660,810	590,280	HR, Customer Services, Comms and Digitalisation	615,470
2,150,946	1,530,990	2,102,700	Housing	2,885,430
550,187	800,180	715,040	Wellbeing and Port	729,550
6,896,914	7,336,850	8,269,090	Environment, Property and Recreation	7,577,930
2,525,126	2,636,170	2,714,072	Planning and Development	2,723,730
1,492,266	833,600	882,830	Corporate Management Costs	631,340
660,382	776,190	742,090	Head of Economic Development	796,380
1,335,502	1,677,140	1,658,540	Head of Performance and Policy	1,523,970
243,246	413,560	422,570	Solicitor to The Council and Monitoring Officer	491,120
45,067	130	130	Head of Development	30
17,838,121	**19,763,060**	**20,842,832**	**Service Expenditure**	**20,615,130**
(2,998,304)	(734,500)	(269,580)	Capital Charges & Net Interest	638,040
144,777	0	0	Revenue Funding of Capital Expenditure	0
298,121	325,000	325,000	Levies	342,880
2,025,162	(649,720)	(1,571,255)	Contribution to/(from) Balances	164,370
17,307,877	**18,703,840**	**19,326,997**	**ABC Budget Requirement**	**21,760,420**
			Income	
(384,178)	(614,500)	(614,500)	Government Grant	(1,358,000)
(5,375,346)	(7,502,000)	(7,502,000)	Retained Business Rates	(9,589,000)
(1,885,977)	(1,662,000)	(1,662,000)	New Homes Bonus	(1,447,000)
(9,177,792)	(8,925,340)	(8,925,340)	Council Tax	(9,366,420)
484,584	**0**	**623,157**		**0**

SUBJECTIVE ANALYSIS

	Finance & IT	HR,Customer Services and Communications	Housing Services	Wellbeing and Port	Environment, Property and Recreation	Planning and Development	Corporate Management Costs	Head of Economic Development
EXPENDITURE								
Employees	5,229,500	1,747,090	2,075,840	3,447,090	4,342,630	3,256,710	956,080	575,210
Premises	-	1,000	2,257,380	14,290	5,170,510	400	1,500	-
Supplies and Services	26,237,420	146,370	2,766,430	208,100	7,579,050	332,500	383,200	150,390
Transport	43,980	9,280	78,980	77,700	320,620	113,340	27,780	18,680
TOTAL EXPENDITURE	**31,510,900**	**1,903,740**	**7,178,630**	**3,747,180**	**17,412,810**	**3,702,950**	**1,368,560**	**744,280**
INCOME								
Grants	(24,770,000)	-	(1,373,640)	(3,327,980)	(322,570)	-	-	(48,070)
Fees & Charges	(1,480,600)	(72,000)	(3,125,330)	(427,900)	(11,451,920)	(1,825,250)	-	(3,900)
TOTAL INCOME	**(26,250,600)**	**(72,000)**	**(4,498,970)**	**(3,755,880)**	**(11,774,490)**	**(1,825,250)**	**-**	**(51,970)**
NET CONTROLLABLE EXPENDITURE	**5,260,300**	**1,831,740**	**2,679,660**	**(8,700)**	**5,638,320**	**1,877,700**	**1,368,560**	**692,310**
NON CONTROLLABLE ITEMS								
Support Services	1,221,620	375,430	509,410	2,060,880	3,369,790	1,444,170	1,092,300	98,970
Capital Charges	40,900	132,700	43,100	37,300	2,281,400	41,700	-	5,100
Recharged to other Accounts	(3,882,640)	(1,724,400)	-	(1,359,930)	(3,796,980)	(612,080)	(1,829,520)	-
Transfer to/from Reserves	-	-	(346,740)	-	85,400	(27,760)	-	-
TOTAL NON-CONTROLLABLE ITEMS	**(2,620,120)**	**(1,216,270)**	**205,770**	**738,250**	**1,939,610**	**846,030**	**(737,220)**	**104,070**
NET EXPENDITURE	**2,640,180**	**615,470**	**2,885,430**	**729,550**	**7,577,930**	**2,723,730**	**631,340**	**796,380**

	Head of Performance and Policy	Solicitor To The Council and Monitoring Officer	Head of Development	General Fund Financing	Capital Charges and Net interest	HRA	Total
EXPENDITURE							
Employees	672,520	1,182,120	740,470			5,303,140	29,528,400
Premises	-	-	-			5,328,640	12,773,720
Supplies and Services	802,310	161,310	9,890	342,880	7,170,900	1,300,760	47,591,510
Transport	24,550	38,800	32,200			229,020	1,014,930
TOTAL EXPENDITURE	**1,499,380**	**1,382,230**	**782,560**	**342,880**	**7,170,900**	**12,161,560**	**90,908,560**
INCOME							
Grants	(24,000)	-	-	(21,760,420)		(2,999,850)	(54,626,530)
Fees & Charges	-	(202,240)	-		(3,950,660)	(33,375,350)	(55,915,150)
TOTAL INCOME	**(24,000)**	**(202,240)**	**-**	**(21,760,420)**	**(3,950,660)**	**(36,375,200)**	**(110,541,680)**
NET CONTROLLABLE EXPENDITURE	**1,475,380**	**1,179,990**	**782,560**	**(21,417,540)**	**3,220,240**	**(24,213,640)**	**(19,633,120)**
NON CONTROLLABLE ITEMS							
Support Services	414,990	287,740	86,900			3,757,510	14,719,710
Capital Charges	-	-	-		(2,582,200)	22,181,490	22,181,490
Recharged to other Accounts	(366,400)	(1,031,860)	(869,430)			(164,330)	(15,637,570)
Transfer to/from Reserves	-	55,250	-	164,370		-	(69,480)
TOTAL NON-CONTROLLABLE ITEMS	**48,590**	**(688,870)**	**(782,530)**	**164,370**	**(2,582,200)**	**25,774,670**	**21,194,150**
NET EXPENDITURE	**1,523,970**	**491,120**	**30**	**(21,253,170)**	**638,040**	**1,561,030**	**1,561,030**

Earmarked general fund reserves		2024/25 Transfer To and From Reserve			2025/26 Transfer To and From Reserve			
	Forecast at 31 March 2024	Transfers In	Transfers Out	**Forecast at 31 March 2025**	Transfers In	Transfers Out	**Forecast at 31 March 2026**
	£'000	*£'000*	*£'000*	***£'000***	*£'000*	*£'000*	***£'000***
General fund Minimum Level	**(3,265)**	0	0	**(3,265)**	0	0	**(3,265)**
Operational reserves							
MTFP Risk	**(8,081)**	0	435	**(7,646)**	0	300	**(7,346)**
Collection Fund Risk	**(1,000)**	0	0	**(1,000)**	0	0	**(1,000)**
Strategic Investment and Property Risk	**(2,000)**	0	0	**(2,001)**	0	0	**(2,001)**
Climate Change Delivery Fund	**(805)**	0	0	**(805)**	0	800	**(5)**
Provide for Maintenance of Assets	**(5,000)**	0	0	**(5,000)**	0	0	**(5,000)**
Useable for operational purposes	**(16,886)**	**0**	**435**	**(16,451)**	**0**	**1,100**	**(15,351)**
General and Operational Reserve Total	**(20,151)**	**0**	**0** **435**	**0** **(19,716)**	**0**	**0** **1,100**	**0** **(18,616)**

REVENUE BUDGET				
Finance and IT				
ACTUAL 2022/23 £	**BUDGET 2023/24 £**	**PROJECTED OUTTURN 2023/24 £**	**DETAIL**	**ESTIMATE 2024/25 £**
(349,361)	46,860	(5,220)	Accountancy	20,450
803,006	942,560	927,160	Benefits Administration	895,590
191,089	210,660	214,210	Investigation and Enforcement support	226,980
21,459	410,220	405,220	Council Tax Collection	345,440
(91,420)	(250,000)	(250,000)	Housing Benefits Payments	(50,000)
(201,177)	(69,110)	(68,970)	NNDR Collection	(67,140)
1,136,552	1,374,120	1,054,120	Non-Distributed Costs	1,036,280
117,573	97,980	85,710	Exchequer	98,970
21,945	20	20	Telephony	(30)
10,114	(6,290)	(6,290)	Debtors/Debt Recovery	50
(21,892)	32,470	79,130	ICT	109,230
(88,007)	307,950	310,400	Contracts & Procurement	24,360
1,549,881	**3,097,440**	**2,745,490**	**SERVICE EXPENDITURE**	**2,640,180**

SUBJECTIVE ANALYSIS - 2024/25 ESTIMATE Finance and IT							
	Accountancy	**Benefits Administration**	**Investigation and Enforcement support**	**Council Tax Collection**	**Housing Benefits Payments**	**NNDR Collection**	**Non-Distributed Costs**
EXPENDITURE							
Employees	581,040	847,180	261,830	552,420	-	10,480	1,399,000
Premises	-	-	-	-	-	-	-
Supplies and Services	113,410	181,250	37,600	199,750	24,700,000	80,350	-
Transport	10,100	10,340	10,290	3,750	-	60	-
TOTAL EXPENDITURE	704,550	1,038,770	309,720	755,920	24,700,000	90,890	1,399,000
INCOME							
Grants	-	(400,000)	(40,000)	(425,000)	(23,725,000)	(180,000)	-
Fees & Charges	(21,500)	(1,000)	(48,100)	(360,000)	(1,025,000)	(25,000)	-
TOTAL INCOME	(21,500)	(401,000)	(88,100)	(785,000)	(24,750,000)	(205,000)	-
NET CONTROLLABLE EXPENDITURE	**683,050**	**637,770**	**221,620**	**(29,080)**	**(50,000)**	**(114,110)**	**1,399,000**
NON CONTROLLABLE ITEMS							
Support Services	165,980	257,820	53,140	374,520	-	46,970	-
Capital Charges	-	-	-	-	-	-	-
Recharges	(828,580)	-	(47,780)	-	-	-	(362,720)
Transfers to/from Reserves	-	-	-	-	-	-	-
TOTAL NON-CONTROLLABLE ITEMS	(662,600)	257,820	5,360	374,520	-	46,970	(362,720)
NET EXPENDITURE	**20,450**	**895,590**	**226,980**	**345,440**	**(50,000)**	**(67,140)**	**1,036,280**

	Exchequer	**Debtors/Debt Recovery**	**ICT**	**Telephony**	**Contracts & Procurement**	**Total**
EXPENDITURE						
Employees	228,840	68,480	977,540	-	302,690	5,229,500
Premises	-	-	-	-	-	-
Supplies and Services	214,000	11,300	637,510	60,000	2,250	26,237,420
Transport	-	-	7,200	-	2,240	43,980
TOTAL EXPENDITURE	442,840	79,780	1,622,250	60,000	307,180	31,510,900
INCOME						-
Grants	-	-	-	-	-	(24,770,000)
Fees & Charges	-	-	-	-	-	(1,480,600)
TOTAL INCOME	-	-	-	-	-	(26,250,600)
NET CONTROLLABLE EXPENDITURE	**442,840**	**79,780**	**1,622,250**	**60,000**	**307,180**	**5,260,300**
NON CONTROLLABLE ITEMS						-
Support Services	83,450	53,380	155,840	480	30,040	1,221,620
Capital Charges	-	-	40,900	-	-	40,900
Recharges	(427,320)	(133,110)	(1,709,760)	(60,510)	(312,860)	(3,882,640)
Transfers to/from Reserves	-	-	-	-	-	-
TOTAL NON-CONTROLLABLE ITEMS	(343,870)	(79,730)	(1,513,020)	(60,030)	(282,820)	(2,620,120)
NET EXPENDITURE	**98,970**	**50**	**109,230**	**(30)**	**24,360**	**2,640,180**

REVENUE BUDGET				
SERVICE	**Accountancy**			
SERVICE DESCRIPTION	Provision of Accountancy, Treasury Management and Insurance services. These costs are fully recharged to services.			
SERVICE MANAGER	Service Lead for Finance			
BUDGET MANAGER	Service Lead for Finance			
ACTUAL 2022/23 £	**BUDGET 2023/24 £**	**PROJECTED OUTTURN 2023/24 £**	**DETAIL**	**ESTIMATE 2024/25 £**
			EXPENDITURE	
377,004	537,290	486,410	Employees	581,040
-	-	-	Premises	-
136,663	112,830	113,830	Supplies and Services	113,410
4,615	7,300	10,100	Transport	10,100
518,282	**657,420**	**610,340**	**TOTAL EXPENDITURE**	**704,550**
			INCOME	
(12,170)	-	-	Grants	-
(336,733)	(21,500)	(26,500)	Fees and Charges	(21,500)
169,379	**635,920**	**583,840**	**NET CONTROLLABLE EXPENDITURE**	**683,050**
			RECHARGES & CAPITAL CHARGES	
119,380	158,250	158,250	Support Services	165,980
-	-	-	Capital Charges	-
(638,120)	(747,310)	(747,310)	Recharges	(828,580)
-	-	-	Transfers to/from Reserves	-
(349,361)	**46,860**	**(5,220)**	**NET EXPENDITURE (Including Recharges and Capital Charges)**	**20,450**

ANALYSIS OF OUTTURN VARIATIONS		
		COMMENTS
Base Budget 2023/24	**46,860**	
Employees	(50,880)	Salary Savings
Transport	2,800	
Supplies and Services	1,000	
Fees and Charges	(5,000)	
Outturn 2023/24 (P6 Forecast)	**(5,220)**	

ANALYSIS OF BUDGET VARIATIONS		
		COMMENTS
Base Budget 2023/24	**46,860**	
Employees	43,750	Annual increase in employee costs
Supplies and Services	580	
Transport	2,800	
Support Services	7,730	
Recharges	(81,270)	
Base Budget 2024/25	**20,450**	

NOTES

REVENUE BUDGET				
SERVICE			**Benefits Administration**	
SERVICE DESCRIPTION			Administration of Housing and Council Tax Benefit on behalf of the Department of Works and Pensions	
SERVICE MANAGER			Assistant Director HR,Customer Services Communications and Digitalisation	
BUDGET MANAGER			Service Lead Customers,Revenue & Benefits	
ACTUAL 2022/23 £	**BUDGET 2023/24 £**	**PROJECTED OUTTURN 2023/24 £**	**DETAIL**	**ESTIMATE 2024/25 £**
			EXPENDITURE	
720,741	800,250	784,850	Employees	847,180
-	-	-	Premises	-
185,889	181,850	181,850	Supplies and Services	181,250
9,338	10,340	10,340	Transport	10,340
915,968	**992,440**	**977,040**	**TOTAL EXPENDITURE**	**1,038,770**
			INCOME	
(396,648)	(400,000)	(400,000)	Grants	(400,000)
(38,884)	(1,000)	(1,000)	Fees and Charges	(1,000)
480,436	**591,440**	**576,040**	**NET CONTROLLABLE EXPENDITURE**	**637,770**
			RECHARGES & CAPITAL CHARGES	
322,570	351,120	351,120	Support Services	257,820
-	-	-	Capital Charges	-
-	-	-	Recharges	-
-	-	-	Transfers to/from Reserves	-
803,006	**942,560**	**927,160**	**NET EXPENDITURE (Including Recharges and Capital Charges)**	**895,590**

ANALYSIS OF OUTTURN VARIATIONS		
		COMMENTS
Base Budget 2023/24	**942,560**	
Employees	(15,400)	Salary Savings
Outturn 2023/24 (P6 Forecast)	**927,160**	

ANALYSIS OF BUDGET VARIATIONS		
		COMMENTS
Base Budget 2023/24	**942,560**	
Employees	46,930	Annual increase in employee costs
Supplies & Services	(600)	
Support Services	(93,300)	
Base Budget 2024/25	**895,590**	

NOTES

REVENUE BUDGET				
SERVICE	**Investigation and Enforcement support**			
SERVICE DESCRIPTION	To deliver and promote an anti fraud and corruption culture throughout the authority through awareness and training in order to deter, prevent and detect incidents of fraud			
SERVICE MANAGER	Service Lead for Finance			
BUDGET MANAGER	Investigation and Support Management			
ACTUAL 2022/23 £	**BUDGET 2023/24 £**	**PROJECTED OUTTURN 2023/24 £**	**DETAIL**	**ESTIMATE 2024/25 £**
			EXPENDITURE	
243,131	249,980	253,530	Employees	261,830
-	-	-	Premises	-
126,162	33,850	33,850	Supplies and Services	37,600
10,335	8,210	8,210	Transport	10,290
379,627	**292,040**	**295,590**	**TOTAL EXPENDITURE**	**309,720**
			INCOME	
(40,178)	(40,040)	(40,040)	Grants	(40,000)
(129,590)	(47,000)	(47,000)	Fees and Charges	(48,100)
209,859	**205,000**	**208,550**	**NET CONTROLLABLE EXPENDITURE**	**221,620**
			RECHARGES & CAPITAL CHARGES	
26,730	51,160	51,160	Support Services	53,140
-	-	-	Capital Charges	-
(45,500)	(45,500)	(45,500)	Recharges	(47,780)
-	-	-	Transfers to/from Reserves	-
191,089	**210,660**	**214,210**	**NET EXPENDITURE (Including Recharges and Capital Charges)**	**226,980**

ANALYSIS OF OUTTURN VARIATIONS		
		COMMENTS
Base Budget 2023/24	**210,660**	
Employees	3,550	
Outturn 2023/24 (P6 Forecast)	**214,210**	

ANALYSIS OF BUDGET VARIATIONS		
		COMMENTS
Base Budget 2023/24	**210,660**	
Employees	11,850	Annual increase in employee costs
Supplies and Services	3,750	
Transport	2,080	
Grants	40	
Fees and Charges	(1,100)	
Support Services	1,980	
Recharges	(2,280)	
Base Budget 2024/25	**226,980**	

NOTES

REVENUE BUDGET				
SERVICE	**Council Tax Collection**			
SERVICE DESCRIPTION	Collection and administration of Council Tax			
SERVICE MANAGER	Assistant Director HR,Customer Services Communications and Digitalisation			
BUDGET MANAGER	Service Lead Customers,Revenue & Benefits			

ACTUAL 2022/23 £	BUDGET 2023/24 £	PROJECTED OUTTURN 2023/24 £	DETAIL	ESTIMATE 2024/25 £
			EXPENDITURE	
476,858	532,460	527,460	Employees	552,420
-	-	-	Premises	-
123,607	191,380	191,380	Supplies and Services	199,750
3,506	3,750	3,750	Transport	3,750
603,970	**727,590**	**722,590**	**TOTAL EXPENDITURE**	**755,920**
			INCOME	
(657,132)	(350,000)	(350,000)	Grants	(425,000)
(286,769)	(360,000)	(360,000)	Fees and Charges	(360,000)
(339,931)	**17,590**	**12,590**	**NET CONTROLLABLE EXPENDITURE**	**(29,080)**
			RECHARGES & CAPITAL CHARGES	-
361,390	392,630	392,630	Support Services	374,520
-	-	-	Capital Charges	-
-	-	-	Recharges	-
-	-	-	Transfers to/from Reserves	-
21,459	**410,220**	**405,220**	**NET EXPENDITURE (Including Recharges and Capital Charges)**	**345,440**

ANALYSIS OF OUTTURN VARIATIONS		
		COMMENTS
Base Budget 2023/24	**410,220**	
Employees	(5,000)	
Outturn 2023/24 (P6 Forecast)	**405,220**	

ANALYSIS OF BUDGET VARIATIONS		
		COMMENTS
Base Budget 2023/24	**410,220**	
Employees	19,960	Annual increase in employee costs
Supplies and Services	8,370	
Support Services	(18,110)	
Base Budget 2024/25	**420,440**	

NOTES

REVENUE BUDGET				
SERVICE			**Housing Benefits Payments**	
SERVICE DESCRIPTION			Payment of Housing Benefits to Private Tenants (Rent Allowances) to Council Tenants (Rent Rebates) and Council Tax Benefits	
SERVICE MANAGER			Assistant Director HR,Customer Services Communications and Digitalisation	
BUDGET MANAGER			Service Lead Customers,Revenue & Benefits	
ACTUAL 2022/23 £	**BUDGET 2023/24 £**	**PROJECTED OUTTURN 2023/24 £**	**DETAIL**	**ESTIMATE 2024/25 £**
			EXPENDITURE	
-	-	-	Employees	-
-	-	-	Premises	-
24,222,097	24,700,000	24,700,000	Supplies and Services	24,700,000
-	-	-	Transport	-
24,222,097	**24,700,000**	**24,700,000**	**TOTAL EXPENDITURE**	**24,700,000**
			INCOME	
(23,534,002)	(23,725,000)	(23,725,000)	Grants	(23,725,000)
(779,515)	(1,225,000)	(1,225,000)	Fees and Charges	(1,025,000)
(91,420)	**(250,000)**	**(250,000)**	**NET CONTROLLABLE EXPENDITURE**	**(50,000)**
			RECHARGES & CAPITAL CHARGES	
-	-	-	Support Services	-
-	-	-	Capital Charges	-
-	-	-	Recharges	-
-	-	-	Transfers to/from Reserves	-
(91,420)	**(250,000)**	**(250,000)**	**NET EXPENDITURE (Including Recharges and Capital Charges)**	**(50,000)**

ANALYSIS OF OUTTURN VARIATIONS		
		COMMENTS
Base Budget 2023/24	**(250,000)**	
Outturn 2023/24 (P6 Forecast)	**(250,000)**	

ANALYSIS OF BUDGET VARIATIONS		
		COMMENTS
Base Budget 2023/24	**(250,000)**	
Fees and Charges	200,000	Reduction in recovery of overpaid benefits
Base Budget 2024/25	**(50,000)**	

NOTES

REVENUE BUDGET				
SERVICE	**NNDR Collection**			
SERVICE DESCRIPTION	Collection on behalf of Central Government of the National Non-Domestic Rates provided by Canterbury City Council			
SERVICE MANAGER	Assistant Director HR,Customer Services Communications and Digitalisation			
BUDGET MANAGER	Service Lead Customers,Revenue & Benefits			

ACTUAL 2022/23 £	BUDGET 2023/24 £	PROJECTED OUTTURN 2023/24 £	DETAIL	ESTIMATE 2024/25 £
			EXPENDITURE	
10,703	11,120	11,260	Employees	10,480
-	-	-	Premises	-
64,041	80,350	80,350	Supplies and Services	80,350
76	60	60	Transport	60
74,821	**91,530**	**91,670**	**TOTAL EXPENDITURE**	**90,890**
			INCOME	
(294,826)	(180,000)	(180,000)	Grants	(180,000)
(20,702)	(25,000)	(25,000)	Fees and Charges	(25,000)
(240,707)	**(113,470)**	**(113,330)**	**NET CONTROLLABLE EXPENDITURE**	**(114,110)**
			RECHARGES & CAPITAL CHARGES	
39,530	44,360	44,360	Support Services	46,970
-	-	-	Capital Charges	-
-	-	-	Recharges	-
-	-	-	Transfers to/from Reserves	-
(201,177)	**(69,110)**	**(68,970)**	**NET EXPENDITURE (Including Recharges and Capital Charges)**	**(67,140)**

ANALYSIS OF OUTTURN VARIATIONS		
		COMMENTS
Base Budget 2023/24	**(69,110)**	
Employees	140	
Outturn 2023/24 (P6 Forecast)	**(68,970)**	

ANALYSIS OF BUDGET VARIATIONS		
		COMMENTS
Base Budget 2023/24	**(69,110)**	
Employees	(640)	
Support Services	2,610	
Base Budget 2024/25	**(67,140)**	

NOTES

REVENUE BUDGET	
SERVICE	**Non-Distributed Costs**
SERVICE DESCRIPTION	Those costs that are specifically excluded (by CIPFA's Code of Practice) from full allocation to individual services because to include them would distort the true cost of those services within the accounting year. The only costs that this Council can presently treat as NDC are pension costs relating to Retired Officers Pensions and Back funding of the Superannuation Scheme (i.e. the recovery of the pension fund deficit).
SERVICE MANAGER	Service Lead for Finance
BUDGET MANAGER	Service Lead for Finance

ACTUAL 2022/23 £	BUDGET 2023/24 £	PROJECTED OUTTURN 2023/24 £	DETAIL	ESTIMATE 2024/25 £
			EXPENDITURE	
1,814,088	1,673,000	1,353,000	Employees	1,399,000
5,762	-	-	Premises	-
(377,473)	-	-	Supplies and Services	-
-	-	-	Transport	-
1,442,377	**1,673,000**	**1,353,000**	**TOTAL EXPENDITURE**	**1,399,000**
		-	INCOME	
(1,500)	-	-	Grants	-
127,195	-	-	Fees and Charges	-
1,568,072	**1,673,000**	**1,353,000**	**NET CONTROLLABLE EXPENDITURE**	**1,399,000**
		-	RECHARGES & CAPITAL CHARGES	
29,380	29,640	29,640	Support Services	-
-	(800)	(800)	Capital Charges	-
(460,900)	(327,720)	(327,720)	Recharges	(362,720)
-	-	-	Transfers to/from Reserves	-
1,136,552	**1,374,120**	**1,054,120**	**NET EXPENDITURE (Including Recharges and Capital Charges)**	**1,036,280**

ANALYSIS OF OUTTURN VARIATIONS

		COMMENTS
Base Budget 2023/24	**1,374,120**	
Employees	(320,000)	Superannuation backfunding
Outturn 2023/24 (P6 Forecast)	**1,054,120**	

ANALYSIS OF BUDGET VARIATIONS

		COMMENTS
Base Budget 2023/24	**1,374,120**	
Employees	(274,000)	Superannuation backfunding
Support Services	(29,640)	
Capital Charges	800	
Recharges	(35,000)	
Base Budget 2024/25	**1,036,280**	

NOTES

REVENUE BUDGET	
SERVICE	**Exchequer**
SERVICE DESCRIPTION	Provision for Creditors, income management functions, includes bank charges and treasury management fee. The costs are fully recharged to services.
SERVICE MANAGER	Service Lead for Finance
BUDGET MANAGER	Exchequer Manager

ACTUAL 2022/23 £	BUDGET 2023/24 £	PROJECTED OUTTURN 2023/24 £	DETAIL	ESTIMATE 2024/25 £
			EXPENDITURE	
202,568	232,460	220,190	Employees	228,840
-	-	-	Premises	-
220,305	221,000	221,000	Supplies and Services	214,000
-	-	-	Transport	-
422,873	**453,460**	**441,190**	**TOTAL EXPENDITURE**	**442,840**
			INCOME	
-	-	-	Grants	-
-	-	-	Fees and Charges	-
422,873	**453,460**	**441,190**	**NET CONTROLLABLE EXPENDITURE**	**442,840**
			RECHARGES & CAPITAL CHARGES	
68,870	84,390	84,390	Support Services	83,450
-	-	-	Capital Charges	-
(374,170)	(439,870)	(439,870)	Recharges	(427,320)
-	-	-	Transfers to/from Reserves	-
117,573	**97,980**	**85,710**	**NET EXPENDITURE (Including Recharges and Capital Charges)**	**98,970**

ANALYSIS OF OUTTURN VARIATIONS

		COMMENTS
Base Budget 2023/24	**97,980**	
Employees	(12,270)	Salary Savings
Outturn 2023/24 (P6 Forecast)	**85,710**	

ANALYSIS OF BUDGET VARIATIONS

		COMMENTS
Base Budget 2023/24	**97,980**	
Employees	13,380	Annual increase in employee costs
Employees	(17,000)	0.6FTE Finance Officer post
Supplies and Services	(3,000)	
Supplies and Services	(4,000)	Reduction in software costs
Support Services	(940)	
Recharges	12,550	
Base Budget 2024/25	**98,970**	

NOTES

REVENUE BUDGET				
SERVICE		**Debtors/Debt Recovery**		
SERVICE DESCRIPTION		Collection of sundry debtors due to ABC		
SERVICE MANAGER		Assistant Director HR,Customer Services Communications and Digitalisation		
BUDGET MANAGER		Service Lead Customers,Revenue & Benefits		
ACTUAL 2022/23 £	**BUDGET 2023/24 £**	**PROJECTED OUTTURN 2023/24 £**	**DETAIL**	**ESTIMATE 2024/25 £**
			EXPENDITURE	
62,457	66,040	66,040	Employees	68,480
-	-	-	Premises	-
10,510	1,800	1,800	Supplies and Services	11,300
7	-	-	Transport	-
72,974	**67,840**	**67,840**	**TOTAL EXPENDITURE**	**79,780**
			INCOME	
-	-	-	Grants	-
-	-	-	Fees and Charges	-
72,974	**67,840**	**67,840**	**NET CONTROLLABLE EXPENDITURE**	**79,780**
			RECHARGES & CAPITAL CHARGES	
43,740	52,090	52,090	Support Services	53,380
-	-	-	Capital Charges	-
(106,600)	(126,220)	(126,220)	Recharges	(133,110)
-	-	-	Transfers to/from Reserves	-
10,114	**(6,290)**	**(6,290)**	**NET EXPENDITURE (Including Recharges and Capital Charges)**	**50**

ANALYSIS OF OUTTURN VARIATIONS		
		COMMENTS
Base Budget 2023/24	**(6,290)**	
Outturn 2023/24 (P6 Forecast)	**(6,290)**	

ANALYSIS OF BUDGET VARIATIONS		
		COMMENTS
Base Budget 2023/24	**(6,290)**	
Employees	2,440	
Supplies & Services	9,500	Off site billing
Support Services	1,290	
Recharges	(6,890)	
Base Budget 2024/25	**50**	

NOTES

REVENUE BUDGET				
SERVICE			**ICT**	
SERVICE DESCRIPTION			Provision of IT support to all services and to lead in the development of new applications, including GIS. Also includes Print Room and Multi Functional Devices.	
SERVICE MANAGER			Service Lead - IT & Digital	
BUDGET MANAGER			Service Lead - IT & Digital	
ACTUAL 2022/23 £	**BUDGET 2023/24 £**	**PROJECTED OUTTURN 2023/24 £**	**DETAIL**	**ESTIMATE 2024/25 £**
			EXPENDITURE	
897,807	877,220	923,880	Employees	977,540
-	-	-	Premises	-
522,936	594,390	594,390	Supplies and Services	637,510
3,763	6,100	6,100	Transport	7,200
1,424,506	**1,477,710**	**1,524,370**	**TOTAL EXPENDITURE**	**1,622,250**
			INCOME	
-	-	-	Grants	-
(9,739)	(7,750)	(7,750)	Fees and Charges	-
1,414,768	**1,469,960**	**1,516,620**	**NET CONTROLLABLE EXPENDITURE**	**1,622,250**
			RECHARGES & CAPITAL CHARGES	-
141,650	155,520	155,520	Support Services	155,840
-	20,900	20,900	Capital Charges	40,900
(1,578,310)	(1,539,910)	(1,539,910)	Recharges	(1,709,760)
-	(74,000)	(74,000)	Transfers to/from Reserves	-
(21,892)	**32,470**	**79,130**	**NET EXPENDITURE (Including Recharges and Capital Charges)**	**109,230**

ANALYSIS OF OUTTURN VARIATIONS		
		COMMENTS
Base Budget 2023/24	**32,470**	
Employees	10,010	
Employees	36,650	Transfer of Data & Systems Analyst post from planning
Outturn 2023/24 (P6 Forecast)	**79,130**	

ANALYSIS OF BUDGET VARIATIONS		
		COMMENTS
Base Budget 2023/24	**32,470**	
Employees	63,670	Annual increase in employee costs
Employees	36,650	Transfer of Data & Systems Analyst post from planning
Supplies and Services	43,120	Increase in Microsoft Licence costs
Transport	1,100	
Fees & Charges	7,750	
Support Services	320	
Capital Charges	20,000	
Recharges	(169,850)	
Transfers to/from Reserves	74,000	
Base Budget 2024/25	**109,230**	

NOTES

REVENUE BUDGET	
SERVICE	**Telephony**
SERVICE DESCRIPTION	All the organisations telephone are charged here then re-charged to individual services
SERVICE MANAGER	Service Lead - IT & Digital
BUDGET MANAGER	Service Lead - IT & Digital

ACTUAL 2022/23 £	BUDGET 2023/24 £	PROJECTED OUTTURN 2023/24 £	DETAIL	ESTIMATE 2024/25 £
			EXPENDITURE	
-	-	-	Employees	-
-	-	-	Premises	-
91,995	70,100	70,100	Supplies and Services	60,000
-	-	-	Transport	-
91,995	**70,100**	**70,100**	**TOTAL EXPENDITURE**	**60,000**
			INCOME	
-	-	-	Grants	-
-	-	-	Fees and Charges	-
91,995	**70,100**	**70,100**	**NET CONTROLLABLE EXPENDITURE**	**60,000**
			RECHARGES & CAPITAL CHARGES	
980	1,040	1,040	Support Services	480
-	-	-	Capital Charges	-
(71,030)	(71,120)	(71,120)	Recharges	(60,510)
-	-	-	Transfers to/from Reserves	-
21,945	**20**	**20**	**NET EXPENDITURE (Including Recharges and Capital Charges)**	**(30)**

ANALYSIS OF OUTTURN VARIATIONS

		COMMENTS
Base Budget 2023/24	**20**	
Outturn 2023/24 (P6 Forecast)	**20**	

ANALYSIS OF BUDGET VARIATIONS

		COMMENTS
Base Budget 2023/24	**20**	
Supplies & Services	(10,100)	Telephony costs
Support Services	(560)	
Recharges	10,610	
Base Budget 2024/25	**(30)**	

NOTES

REVENUE BUDGET	
SERVICE	**Contracts & Procurement**
SERVICE DESCRIPTION	Provision of comprehensive and expert procurement and contract advice and support to Managers and Officers in order to maximize on-going efficiencies and savings through robust procurement and contract practices. Provision of contract monitoring of PFI Contract. Provision of Business Support to Services within the Council.
SERVICE MANAGER	Procurement & Contracts Manager
BUDGET MANAGER	Procurement & Contracts Manager

ACTUAL 2022/23 £	BUDGET 2023/24 £	PROJECTED OUTTURN 2023/24 £	DETAIL	ESTIMATE 2024/25 £
			EXPENDITURE	
283,381	312,790	314,810	Employees	302,690
-	-	-	Premises	-
3,247	2,570	3,000	Supplies and Services	2,250
2,426	2,240	2,240	Transport	2,240
289,053	**317,600**	**320,050**	**TOTAL EXPENDITURE**	**307,180**
			INCOME	
-	-	-	Grants	-
-	-	-	Fees and Charges	-
289,053	**317,600**	**320,050**	**NET CONTROLLABLE EXPENDITURE**	**307,180**
			RECHARGES & CAPITAL CHARGES	
69,880	62,560	62,560	Support Services	30,040
-	-	-	Capital Charges	-
(446,940)	(72,210)	(72,210)	Recharges	(312,860)
-	-	-	Transfers to/from Reserves	-
(88,007)	**307,950**	**310,400**	**NET EXPENDITURE (Including Recharges and Capital Charges)**	**24,360**

ANALYSIS OF OUTTURN VARIATIONS

		COMMENTS
Base Budget 2023/24	**307,950**	
Employees	2,020	
Supplies and Services	430	
Outturn 2023/24 (P6 Forecast)	**310,400**	

ANALYSIS OF BUDGET VARIATIONS

		COMMENTS
Base Budget 2023/24	**307,950**	
Employees	22,670	Annual increase in employee costs
Employees	(32,770)	Business Support officer post
Supplies and Services	(320)	
Support Services	(32,520)	
Recharges	(240,650)	Service now recharged
Base Budget 2024/25	**24,360**	

NOTES

REVENUE BUDGET				
HR and Customer Services, Comms and Digitalisation				
ACTUAL 2022/23 £	**BUDGET 2023/24 £**	**PROJECTED OUTTURN 2023/24 £**	**DETAIL**	**ESTIMATE 2024/25 £**
(72,152)	10	(45,880)	Visitor & Call Centre	(3,310)
14,602	142,760	142,760	Human Resources	143,690
446,154	518,040	493,400	Communications & Marketing	475,090
388,604	**660,810**	**590,280**	**SERVICE EXPENDITURE**	**615,470**

SUBJECTIVE ANALYSIS - 2024/25 ESTIMATE HR and Customer Services, Comms and Digitalisation				
	Visitor & Call Centre	**Human Resources**	**Communications & Marketing**	**Total**
EXPENDITURE				
Employees	560,100	808,780	378,210	1,747,090
Premises	1,000	-	-	1,000
Supplies and Services	25,250	71,120	50,000	146,370
Transport	1,000	3,150	5,130	9,280
TOTAL EXPENDITURE	587,350	883,050	433,340	1,903,740
INCOME				
Grants	-	-	-	-
Fees & Charges	-	(55,000)	(17,000)	(72,000)
TOTAL INCOME	-	(55,000)	(17,000)	(72,000)
NET CONTROLLABLE EXPENDITURE	**587,350**	**828,050**	**416,340**	**1,831,740**
NON CONTROLLABLE ITEMS				
Support Services	161,730	131,950	81,750	375,430
Capital Charges	132,700	-	-	132,700
Recharges	(885,090)	(816,310)	(23,000)	(1,724,400)
Transfers to/from Reserves	-	-	-	-
TOTAL NON-CONTROLLABLE ITEMS	(590,660)	(684,360)	58,750	(1,216,270)
NET EXPENDITURE	**(3,310)**	**143,690**	**475,090**	**615,470**

REVENUE BUDGET				
SERVICE			**Visitor & Call Centre**	
SERVICE DESCRIPTION			The provision of the customer contact and call centres.	
SERVICE MANAGER			Assistant Director HR,Customer Services,Communications and Digitalisation	
BUDGET MANAGER			Service lead for Customer Revenues & Benefits	
ACTUAL 2022/23 £	**BUDGET 2023/24 £**	**PROJECTED OUTTURN 2023/24 £**	**DETAIL**	**ESTIMATE 2024/25 £**
			EXPENDITURE	
531,828	564,300	518,410	Employees	560,100
-	5,000	5,000	Premises	1,000
30,139	29,700	29,700	Supplies and Services	25,250
71	4,300	4,300	Transport	1,000
562,038	**603,300**	**557,410**	**TOTAL EXPENDITURE**	**587,350**
			INCOME	
-	-	-	Grants	-
-	-	-	Fees and Charges	-
562,038	**603,300**	**557,410**	**NET CONTROLLABLE EXPENDITURE**	**587,350**
			RECHARGES & CAPITAL CHARGES	
154,120	193,050	193,050	Support Services	161,730
129,700	124,800	124,800	Capital Charges	132,700
(918,010)	(921,140)	(921,140)	Recharges	(885,090)
-	-	-	Transfers to/from Reserves	-
(72,152)	**10**	**(45,880)**	**NET EXPENDITURE (Including Recharges and Capital Charges)**	**(3,310)**

ANALYSIS OF OUTTURN VARIATIONS		
		COMMENTS
Base Budget 2023/24	**10**	
Employees	(45,890)	Salary Savings re vacant posts and reduction in hours
Outturn 2023/24 (P6 Forecast)	**(45,880)**	

ANALYSIS OF BUDGET VARIATIONS		
		COMMENTS
Base Budget 2023/24	**10**	
Employees	26,150	Annual increase in employee costs
Employees	(30,350)	CSA post removed
Premises	(4,000)	Reduction in hire of premises
Supplies & Services	(4,450)	SDS Annual subsciption discontinued
Transport	(3,300)	
Support Services	(31,320)	
Capital Charges	7,900	
Recharges	36,050	
Base Budget 2024/25	**(3,310)**	

NOTES

REVENUE BUDGET	
SERVICE	**Human Resources**
SERVICE DESCRIPTION	The Human Resources team is responsible for personnel and training procedures, payroll, personnel policy and employee relations. These costs are recharged to services on a per head basis.
SERVICE MANAGER	Assistant Director HR,Customer Services,Communications and Digitalisation
BUDGET MANAGER	Assistant Director HR,Customer Services,Communications and Digitalisation

ACTUAL 2022/23 £	BUDGET 2023/24 £	PROJECTED OUTTURN 2023/24 £	DETAIL	ESTIMATE 2024/25 £
			EXPENDITURE	
620,060	784,820	784,820	Employees	808,780
-	-	-	Premises	-
119,097	70,920	70,920	Supplies and Services	71,120
2,919	3,150	3,150	Transport	3,150
742,075	**858,890**	**858,890**	**TOTAL EXPENDITURE**	**883,050**
			INCOME	
-	-	-	Grants	-
(75,673)	(54,230)	(54,230)	Fees and Charges	(55,000)
666,402	**804,660**	**804,660**	**NET CONTROLLABLE EXPENDITURE**	**828,050**
			RECHARGES & CAPITAL CHARGES	
122,660	148,680	148,680	Support Services	131,950
-	-	-	Capital Charges	-
(774,460)	(810,580)	(810,580)	Recharges	(816,310)
-	-	-	Transfers to/from Reserves	-
14,602	**142,760**	**142,760**	**NET EXPENDITURE (Including Recharges and Capital Charges)**	**143,690**

ANALYSIS OF OUTTURN VARIATIONS		
		COMMENTS
Base Budget 2023/24	**142,760**	
Outturn 2023/24 (P6 Forecast)	**142,760**	

ANALYSIS OF BUDGET VARIATIONS		
		COMMENTS
Base Budget 2023/24	**142,760**	
Employees	23,960	Annual increase in employee costs
Supplies and Services	200	
Income	(770)	
Support Services	(16,730)	
Recharges	(5,730)	
Base Budget 2024/25	**143,690**	

NOTES

REVENUE BUDGET	
SERVICE	**Communications & Marketing**
SERVICE DESCRIPTION	To provide marketing and communications services internally and externally to promote and protect the reputation of the Council and the growth of Ashford. This includes responsibility for web design and content management, media management, marketing, and publications (hard copy and on-line)
SERVICE MANAGER	Assistant Director HR,Customer Services,Communications and Digitalisation
BUDGET MANAGER	Communications and Marketing Manager

ACTUAL 2022/23 £	BUDGET 2023/24 £	PROJECTED OUTTURN 2023/24 £	DETAIL	ESTIMATE 2024/25 £
			EXPENDITURE	
345,418	358,170	364,530	Employees	378,210
-	-	-	Premises	-
86,516	103,000	59,000	Supplies and Services	50,000
5,140	-	-	Transport	5,130
437,074	**461,170**	**423,530**	**TOTAL EXPENDITURE**	**433,340**
			INCOME	
-	-	-	Grants	-
(24,650)	(22,000)	(9,000)	Fees and Charges	(17,000)
412,424	**439,170**	**414,530**	**NET CONTROLLABLE EXPENDITURE**	**416,340**
			RECHARGES & CAPITAL CHARGES	
56,730	101,870	101,870	Support Services	81,750
-	-	-	Capital Charges	-
(23,000)	(23,000)	(23,000)	Recharges	(23,000)
-	-	-	Transfers to/from Reserves	-
446,154	**518,040**	**493,400**	**NET EXPENDITURE (Including Recharges and Capital Charges)**	**475,090**

ANALYSIS OF OUTTURN VARIATIONS

		COMMENTS
Base Budget 2023/24	**518,040**	
Employees	6,360	
Supplies & Services	(16,000)	Reduction in postage costs due to reduction in number of issues of Residents magazine
Supplies & Services	(28,000)	Reduction in External printing costs
Fees & Charges	13,000	Reduction in Advertising income
Outturn 2023/24 (P6 Forecast)	**493,400**	

ANALYSIS OF BUDGET VARIATIONS

		COMMENTS
Base Budget 2023/24	**518,040**	
Employees	17,240	Annual increase in employee costs
Supplies and Services	(22,000)	Reduction in postage costs due to reduction in number of Issues of residents magazine
Supplies and Services	(31,000)	Reduction in External printing costs
Transport	5,130	Car Allowance
Fees & Charges	5,000	Reduction in advertising income
Support Services	(20,120)	
Base Budget 2024/25	**472,290**	

NOTES

Saving as magazine reduced from 4 to 2 editions.

REVENUE BUDGET				
Housing General Fund				
ACTUAL 2022/23 £	**BUDGET 2023/24 £**	**PROJECTED OUTTURN 2023/24 £**	**DETAIL**	**ESTIMATE 2024/25 £**
1,850,206	1,209,820	1,786,800	Housing Options	2,589,230
(5,971)	-	-	Refugee Project	-
148,951	197,290	194,980	Private Sector Housing	181,360
108,839	90,170	90,230	Housing Strategy and Enabling	77,250
48,921	33,710	30,690	Gypsy Site - Chilmington	37,590
2,150,946	**1,530,990**	**2,102,700**	**SERVICE EXPENDITURE**	**2,885,430**

SUBJECTIVE ANALYSIS - 2024/25 ESTIMATE Housing General Fund						
	Housing Options	**Refugee Project**	**Private Sector Housing**	**Housing Strategy and Enabling**	**Gypsy Site - Chilmington**	**Total**
EXPENDITURE						
Employees	1,438,680	411,860	158,130	44,980	22,190	2,075,840
Premises	2,048,940	130,970	-	-	77,470	2,257,380
Supplies and Services	2,605,080	129,760	13,650	15,410	2,530	2,766,430
Transport	49,560	18,500	7,100	2,360	1,460	78,980
TOTAL EXPENDITURE	6,142,260	691,090	178,880	62,750	103,650	7,178,630
INCOME						
Grants	(966,160)	(407,480)	-	-	-	(1,373,640)
Fees & Charges	(3,015,200)	-	(30,670)	-	(79,460)	(3,125,330)
TOTAL INCOME	(3,981,360)	(407,480)	(30,670)	-	(79,460)	(4,498,970)
NET CONTROLLABLE EXPENDITURE	**2,160,900**	**283,610**	**148,210**	**62,750**	**24,190**	**2,679,660**
NON CONTROLLABLE ITEMS						
Support Services	392,330	63,130	33,150	14,500	6,300	509,410
Capital Charges	36,000	-	-	-	7,100	43,100
Recharges	-	-	-	-	-	-
Transfers to/from Reserves	-	(346,740)	-	-	-	(346,740)
TOTAL NON-CONTROLLABLE ITEMS	428,330	(283,610)	33,150	14,500	13,400	205,770
NET EXPENDITURE	**2,589,230**	**-**	**181,360**	**77,250**	**37,590**	**2,885,430**

REVENUE BUDGET				
SERVICE	**Housing Options**			
SERVICE DESCRIPTION	The administration of the homeless service including B & B, Christchurch House, Christchurch Lodge, providing housing advice and maintenance of the housing register Lettings, ABC Lettings and Private Sector Leasing			
SERVICE MANAGER	Assistant Director of Housing			
BUDGET MANAGER	Service Improvement Manager			
ACTUAL 2022/23 £	**BUDGET 2023/24 £**	**PROJECTED OUTTURN 2023/24 £**	**DETAIL**	**ESTIMATE 2024/25 £**
			EXPENDITURE	
1,093,491	1,233,300	1,295,300	Employees	1,438,680
1,862,483	1,895,980	1,955,780	Premises	2,048,940
2,379,112	1,528,010	2,223,140	Supplies and Services	2,605,080
36,776	36,990	37,330	Transport	49,560
5,371,861	**4,694,280**	**5,511,550**	**TOTAL EXPENDITURE**	**6,142,260**
			INCOME	
(992,798)	(1,010,680)	(1,276,450)	Grants	(966,160)
(2,808,678)	(2,856,330)	(2,830,850)	Fees and Charges	(3,015,200)
1,570,386	**827,270**	**1,404,250**	**NET CONTROLLABLE EXPENDITURE**	**2,160,900**
			RECHARGES & CAPITAL CHARGES	
323,420	359,450	359,450	Support Services	392,330
14,000	23,100	23,100	Capital Charges	36,000
-	-	-	Recharges	-
(57,600)	-	-	Transfers to/from Reserves	-
1,850,206	**1,209,820**	**1,786,800**	**NET EXPENDITURE (Including Recharges and Capital Charges)**	**2,589,230**

ANALYSIS OF OUTTURN VARIATIONS		
		COMMENTS
Base Budget 2023/24	**1,209,820**	
Employees	(24,060)	In year salary vacancy savings
Employees	86,060	Service Improvement Manager post made permanent
Premises	19,800	Cleaning and utility costs in Christchurch properties
Premises	40,000	Increase in ABC letting rents paid to landlords
Supplies and Services	650,930	Increase in temporary accommodation costs
Supplies and Services	44,200	Contribution for use and running of hostel for rough sleeper support
Transport	340	
Grants	(218,120)	Homeless prevention grant top up
Grants	(12,210)	Net uplift in various other grants
Grants	(35,440)	Domestic Abuse new burdens grant
Fees and Charges	(44,000)	ABC lettings rent and management fee collected from landlord
Fees and Charges	69,480	Decrease in HB from RSAP properties
Outturn 2023/24 (P6 Forecast)	**1,786,800**	

ANALYSIS OF BUDGET VARIATIONS		
		COMMENTS
Base Budget 2023/24	**1,209,820**	
Employees	90,530	Service Improvement Manager post made permanent
Employees	(68,200)	Net movement of posts funded by RSI grant
Employees	(41,450)	Post no longer funded by KCC
Employees	209,240	Growth posts x5 FTEs
Employees	(40,280)	Net movement in posts funded by RSAP grant
Employees	55,540	Annual increase in employee costs
Premises	90,000	ABC Lettings rents payable
Premises	62,960	Premise costs for new TA property
Supplies and Services	915,800	Increase in temporary accommodation costs
Supplies and Services	156,000	Contribution for use and running of hostel for rough sleeper support
Supplies and Services	5,270	Increase in prevention funding and other misc costs in department
Transport	12,570	Increase in cash alternative for new posts
Grants	(44,150)	Uplift in Flexible Homeless grant
Grants	31,000	Reduction in RSI grant funding
Grants	50,660	Reduction in RSAP grant funding
Grants	43,130	Funding for post no longer received
Grants	(36,120)	Domestic Abuse new burdens grant
Fees and Charges	(99,000)	ABC lettings rents and management fee income receivable
Fees and Charges	(59,870)	Increase in TA HB and rent recievable
Support Services	32,880	
Capital Charges	12,900	
Base Budget 2024/25	**2,589,230**	

NOTES

REVENUE BUDGET				
SERVICE		**Refugee Project**		
SERVICE DESCRIPTION		The administration of refugee programmes funded by central government.		
SERVICE MANAGER		Assistant Director of Housing		
BUDGET MANAGER		Ressetlement Manager		
ACTUAL 2022/23 £	**BUDGET 2023/24 £**	**PROJECTED OUTTURN 2023/24 £**	**DETAIL**	**ESTIMATE 2024/25 £**
			EXPENDITURE	
257,140	324,360	324,360	Employees	411,860
203,900	291,770	291,770	Premises	130,970
426,949	607,150	609,150	Supplies and Services	129,760
54,484	49,420	49,420	Transport	18,500
942,474	**1,272,700**	**1,274,700**	**TOTAL EXPENDITURE**	**691,090**
			INCOME	
(948,445)	(2,171,400)	(2,171,400)	Grants	(407,480)
-	-	-	Fees and Charges	-
(5,971)	**(898,700)**	**(896,700)**	**NET CONTROLLABLE EXPENDITURE**	**283,610**
			RECHARGES & CAPITAL CHARGES	
-	37,440	37,440	Support Services	63,130
-	-	-	Capital Charges	-
-	-	-	Recharges	-
(1)	861,260	859,260	Transfers to/from Reserves	(346,740)
(5,971)	**-**	**-**	**NET EXPENDITURE (Including Recharges and Capital Charges)**	**-**

ANALYSIS OF OUTTURN VARIATIONS		
		COMMENTS
Base Budget 2023/24	**-**	
Supplies and Services	2,000	Training and education cost across schemes
Transfers to/from Reserves	(2,000)	Contribution to reserves to fund future years support
Outturn 2023/24 (P6 Forecast)	**-**	

ANALYSIS OF BUDGET VARIATIONS		
		COMMENTS
Base Budget 2023/24	**-**	
Employees	87,500	Salary pressure for new staff members
Premises	(160,800)	Reduction of rent and arrears aid following growth of scheme and independence of refugees
Supplies and Services	(477,390)	Reduction of training and education costs following growth of scheme and independence of refugees
Transport	(30,920)	Reduction in transport for Afghan Refugees
Grants	1,763,920	Reduction in grant from tapering of grant support over scheme length
Support Services	25,690	Support services from other departments
Transfers to/from Reserves	(1,208,000)	Contribution from reserves to fund future years support
Base Budget 2024/25	**-**	

NOTES

REVENUE BUDGET				
SERVICE			**Private Sector Housing**	
SERVICE DESCRIPTION			To improve the quality of Private Sector Housing stock and to provide services to private sector landlords, as well as the administration of disabled facilities grants	
SERVICE MANAGER			Assistant Director of Housing	
BUDGET MANAGER			Private Sector Housing Manager	
ACTUAL 2022/23 £	**BUDGET 2023/24 £**	**PROJECTED OUTTURN 2023/24 £**	**DETAIL**	**ESTIMATE 2024/25 £**
			EXPENDITURE	
151,543	151,250	151,430	Employees	158,130
2,212	-	2,310	Premises	-
12,249	13,450	16,450	Supplies and Services	13,650
5,853	5,970	5,970	Transport	7,100
171,858	**170,670**	**176,160**	**TOTAL EXPENDITURE**	**178,880**
			INCOME	
(9,910)	-	(2,310)	Grants	-
(43,846)	(26,560)	(32,050)	Fees and Charges	(30,670)
118,101	**144,110**	**141,800**	**NET CONTROLLABLE EXPENDITURE**	**148,210**
			RECHARGES & CAPITAL CHARGES	
30,850	53,180	53,180	Support Services	33,150
	-	-	Capital Charges	-
-	-	-	Recharges	-
-	-	-	Transfers to/from Reserves	-
148,951	**197,290**	**194,980**	**NET EXPENDITURE (Including Recharges and Capital Charges)**	**181,360**

ANALYSIS OF OUTTURN VARIATIONS		
		COMMENTS
Base Budget 2023/24	**197,290**	
Employees	180	
Premises	2,310	Replacement of boilers
Supplies and Services	3,000	Security costs to prevent anti social behaviour on property
Grants	(2,310)	Grant funding for boilers
Fees and Charges	(5,490)	Increase in HMO license fees
Outturn 2023/24 (P6 Forecast)	**194,980**	

ANALYSIS OF BUDGET VARIATIONS		
		COMMENTS
Base Budget 2023/24	**197,290**	
Employees	6,880	Pay increments
Supplies and Services	200	
Transport	1,130	
Fees and Charges	(4,110)	Increase in HMO license fees
Support Services	(20,030)	
Base Budget 2024/25	**181,360**	

NOTES

REVENUE BUDGET				
SERVICE			**Housing Strategy and Enabling**	
SERVICE DESCRIPTION			To encourage the provision of affordable housing outside of the HRA	
SERVICE MANAGER			Assistant Director of Housing	
BUDGET MANAGER			Development Partnership Manager	
ACTUAL **2022/23** **£**	**BUDGET** **2023/24** **£**	**PROJECTED OUTTURN** **2023/24** **£**	**DETAIL**	**ESTIMATE** **2024/25** **£**
			EXPENDITURE	
79,799	52,960	52,960	Employees	44,980
-	-	-	Premises	-
2,995	15,700	15,760	Supplies and Services	15,410
3,965	2,660	2,660	Transport	2,360
86,759	**71,320**	**71,380**	**TOTAL EXPENDITURE**	**62,750**
			INCOME	
-	-	-	Grants	-
-	-	-	Fees and Charges	-
86,759	**71,320**	**71,380**	**NET CONTROLLABLE EXPENDITURE**	**62,750**
			RECHARGES & CAPITAL CHARGES	
22,080	18,850	18,850	Support Services	14,500
-	-	-	Capital Charges	-
-	-	-	Recharges	-
-	-	-	Transfers to/from Reserves	-
108,839	**90,170**	**90,230**	**NET EXPENDITURE (Including Recharges and Capital Charges)**	**77,250**

ANALYSIS OF OUTTURN VARIATIONS		
		COMMENTS
Base Budget 2023/24	**90,170**	
Supplies and Services	60	
Outturn 2023/24 (P6 Forecast)	**90,230**	

ANALYSIS OF BUDGET VARIATIONS		
		COMMENTS
Base Budget 2023/24	**90,170**	
Employees	(7,980)	Transfer proportion of post with HRA
Supplies and Services	(290)	
Transport	(300)	
Support Services	(4,350)	
Base Budget 2024/25	**77,250**	

NOTES

REVENUE BUDGET				
SERVICE		**Gypsy Site - Chilmington**		
SERVICE DESCRIPTION		Provision of 16 pitches at the Travellers site at Chilmington		
SERVICE MANAGER		Assistant Director of Housing		
BUDGET MANAGER		Housing Operations Manager, Income and Neighbourhoods		
ACTUAL 2022/23 £	**BUDGET 2023/24 £**	**PROJECTED OUTTURN 2023/24 £**	**DETAIL**	**ESTIMATE 2024/25 £**
			EXPENDITURE	
10,245	20,550	15,530	Employees	22,190
100,599	75,000	77,000	Premises	77,470
2,335	2,530	2,530	Supplies and Services	2,530
641	1,330	1,330	Transport	1,460
113,821	**99,410**	**96,390**	**TOTAL EXPENDITURE**	**103,650**
			INCOME	
-	-	-	Grants	-
(76,130)	(80,560)	(80,560)	Fees and Charges	(79,460)
37,691	**18,850**	**15,830**	**NET CONTROLLABLE EXPENDITURE**	**24,190**
			RECHARGES & CAPITAL CHARGES	
5,030	7,960	7,960	Support Services	6,300
6,200	6,900	6,900	Capital Charges	7,100
-	-	-	Recharges	-
-	-	-	Transfers to/from Reserves	-
48,921	**33,710**	**30,690**	**NET EXPENDITURE (Including Recharges and Capital Charges)**	**37,590**

ANALYSIS OF OUTTURN VARIATIONS		
		COMMENTS
Base Budget 2023/24	**33,710**	
Employees	(5,020)	In year salary savings
Premises	2,000	Increase in electricity costs
Outturn 2023/24 (P6 Forecast)	**30,690**	

ANALYSIS OF BUDGET VARIATIONS		
		COMMENTS
Base Budget 2023/24	**33,710**	
Employees	1,640	
Premises	2,470	Increase in electricity costs
Transport	130	
Fees and Charges	1,100	
Support Services	(1,660)	
Capital Charges	200	
Base Budget 2024/25	**37,590**	

NOTES

REVENUE BUDGET				
Wellbeing and Port				
ACTUAL 2022/23 £	**BUDGET 2023/24 £**	**PROJECTED OUTTURN 2023/24 £**	**DETAIL**	**ESTIMATE 2024/25 £**
(123,042)	-	(95,000)	Ashford Port Health	(95,000)
25	(10)	(10)	Insurance	30
642,015	688,870	688,680	Environmental Health	666,760
31,189	111,320	121,370	Licencing	157,760
550,187	**800,180**	**715,040**	**SERVICE EXPENDITURE**	**729,550**

SUBJECTIVE ANALYSIS - 2024/25 ESTIMATE Wellbeing and Port					
	Ashford Port Health	**Insurance**	**Environmental Health**	**Licencing**	**Total**
EXPENDITURE					
Employees	2,496,760	-	945,330	5,000	3,447,090
Premises	-	-	11,590	2,700	14,290
Supplies and Services	118,510	-	83,140	6,450	208,100
Transport	45,050	-	32,650	-	77,700
TOTAL EXPENDITURE	2,660,320	-	1,072,710	14,150	3,747,180
INCOME					
Grants	(3,326,780)	-	-	(1,200)	(3,327,980)
Fees & Charges	(120,000)	-	(25,900)	(282,000)	(427,900)
TOTAL INCOME	(3,446,780)	-	(25,900)	(283,200)	(3,755,880)
NET CONTROLLABLE EXPENDITURE	**(786,460)**	**-**	**1,046,810**	**(269,050)**	**(8,700)**
NON CONTROLLABLE ITEMS					
Support Services	654,160	169,080	810,830	426,810	2,060,880
Capital Charges	37,300	-	-	-	37,300
Recharges	-	(169,050)	(1,190,880)	-	(1,359,930)
Transfers to/from Reserves	-	-	-	-	-
TOTAL NON-CONTROLLABLE ITEMS	691,460	30	(380,050)	426,810	738,250
NET EXPENDITURE	**(95,000)**	**30**	**666,760**	**157,760**	**729,550**

REVENUE BUDGET	
SERVICE	**Ashford Port Health**
SERVICE DESCRIPTION	This service is responsible for port health procedures for Sanitary and Phytosanitary (SPS) controls in relation to imports of, products of animal origin (POA) and high risk food not of animal origin (HRFNOA), arriving through the Eurotunnel.
SERVICE MANAGER	Director of Health and Wellbeing
BUDGET MANAGER	Port Health Manager

ACTUAL 2022/23 £	BUDGET 2023/24 £	PROJECTED OUTTURN 2023/24 £	DETAIL	ESTIMATE 2024/25 £
			EXPENDITURE	
3,479,530	3,037,290	3,037,290	Employees	2,496,760
-	-	-	Premises	-
644,237	162,000	82,000	Supplies and Services	118,510
49,507	9,150	9,150	Transport	45,050
4,173,273	**3,208,440**	**3,128,440**	**TOTAL EXPENDITURE**	**2,660,320**
			INCOME	
(5,155,776)	(3,724,050)	(3,739,050)	Grants	(3,326,780)
(197,087)	(120,000)	(120,000)	Fees and Charges	(120,000)
(1,179,590)	**(635,610)**	**(730,610)**	**NET CONTROLLABLE EXPENDITURE**	**(786,460)**
			RECHARGES & CAPITAL CHARGES	
1,055,348	616,110	616,110	Support Services	654,160
1,200	19,500	19,500	Capital Charges	37,300
-	-	-	Recharges	-
-	-	-	Transfers to/from Reserves	-
(123,042)	**-**	**(95,000)**	**NET EXPENDITURE (Including Recharges and Capital Charges)**	**(95,000)**

ANALYSIS OF OUTTURN VARIATIONS

		COMMENTS
Base Budget 2023/24	**-**	
Supplies & Services	(80,000)	Reduction computer software contract for IUU (Illegal, unreported and unregulated) fishing licences
Grants	(15,000)	Reduction in grant to recognise IUU fishing income
Outturn 2023/24 (P6 Forecast)	**(95,000)**	

ANALYSIS OF BUDGET VARIATIONS

		COMMENTS
Base Budget 2023/24	**-**	
Employees	(540,530)	Reduction in posts for revised structure
Supplies & Services	(43,490)	Reduction in computer software contract for IUU fishing licences
Transport	35,900	Increase in travel and mileage costs
Grants	397,270	Reduction in grant to match overall reduction in expenditure
Support Services	38,050	
Capital Charges	17,800	
Base Budget 2024/25	**(95,000)**	

NOTES

REVENUE BUDGET				
SERVICE	**Insurance**			
SERVICE DESCRIPTION	Insurance premium account recharged across departments and insurance admin expenses.			
SERVICE MANAGER	Director of Health and Wellbeing			
BUDGET MANAGER	Community Safety and Wellbeing Manager			
ACTUAL 2022/23 £	**BUDGET 2023/24 £**	**PROJECTED OUTTURN 2023/24 £**	**DETAIL**	**ESTIMATE 2024/25 £**
			EXPENDITURE	
79,221	-	-	Employees	-
-	-	-	Premises	-
979,043	-	-	Supplies and Services	-
-	-	-	Transport	-
1,058,264	**-**	**-**	**TOTAL EXPENDITURE**	**-**
			INCOME	
-	-	-	Grants	-
(58,229)	-	-	Fees and Charges	-
1,000,035	**-**	**-**	**NET CONTROLLABLE EXPENDITURE**	**-**
			RECHARGES & CAPITAL CHARGES	
100,910	85,170	85,170	Support Services	169,080
-	-	-	Capital Charges	-
(1,100,920)	(85,180)	(85,180)	Recharges	(169,050)
-	-	-	Transfers to/from Reserves	-
25	**(10)**	**(10)**	**NET EXPENDITURE (Including Recharges and Capital Charges)**	**30**

ANALYSIS OF OUTTURN VARIATIONS		
		COMMENTS
Base Budget 2023/24	**(10)**	
Outturn 2023/24 (P6 Forecast)	**(10)**	

ANALYSIS OF BUDGET VARIATIONS		
		COMMENTS
Base Budget 2023/24	**(10)**	
Support Services	83,910	
Recharges	(83,870)	
Base Budget 2024/25	**30**	

NOTES

REVENUE BUDGET

SERVICE	**Environmental Health**
SERVICE DESCRIPTION	Responsible for the statutory requirements for food safety, infectious disease control, environmental protection & health and safety (including corporate health & safety)
SERVICE MANAGER	Director of Health and Wellbeing
BUDGET MANAGER	Community Safety and Wellbeing Manager

ACTUAL 2022/23 £	BUDGET 2023/24 £	PROJECTED OUTTURN 2023/24 £	DETAIL	ESTIMATE 2024/25 £
			EXPENDITURE	
1,082,600	1,120,180	1,111,230	Employees	945,330
13,358	10,850	11,150	Premises	11,590
65,749	56,690	69,245	Supplies and Services	83,140
38,597	35,600	35,600	Transport	32,650
1,200,304	**1,223,320**	**1,227,225**	**TOTAL EXPENDITURE**	**1,072,710**
			INCOME	
(5,734)	-	-	Grants	-
(24,965)	(25,600)	(28,695)	Fees and Charges	(25,900)
1,169,605	**1,197,720**	**1,198,530**	**NET CONTROLLABLE EXPENDITURE**	**1,046,810**
			RECHARGES & CAPITAL CHARGES	
758,870	987,260	987,260	Support Services	810,830
-	-	-	Capital Charges	-
(1,286,460)	(1,496,110)	(1,496,110)	Recharges	(1,190,880)
-	-	(1,000)	Transfers to/from Reserves	-
642,015	**688,870**	**688,680**	**NET EXPENDITURE (Including Recharges and Capital Charges)**	**666,760**

ANALYSIS OF OUTTURN VARIATIONS

		COMMENTS
Base Budget 2023/24	**688,870**	
Employees	(8,950)	Vacancy salary saving
Premises	300	
Supplies and Services	12,555	Vet fees for licencing inspector to cover vacant post
Fees and Charges	(3,095)	
Transfer to/from Reserves	(1,000)	
Outturn 2023/24 (P6 Forecast)	**688,680**	

ANALYSIS OF BUDGET VARIATIONS

		COMMENTS
Base Budget 2023/24	**688,870**	
Employees	(107,600)	Removal of post as part of savings target
Employees	(125,310)	Posts transferred to Parking
Employees	58,060	Annual increase in employee costs
Premises	740	
Supplies and Services	5,950	Promos & exhibitions costs covered by UKSPF grant
Supplies and Services	10,500	Increase in computer software cost
Supplies and Services	10,000	Vet fees for animal licencing inspector
Transport	(2,950)	
Fees and Charges	(300)	
Support Services	(176,430)	
Recharges	305,230	
Base Budget 2024/25	**666,760**	

NOTES

REVENUE BUDGET				
SERVICE			**Licencing**	
SERVICE DESCRIPTION			Provision and enforcement of licences including Gambling, Liquor, Hackney Carriage and other various licences.	
SERVICE MANAGER			Director of Health and Wellbeing	
BUDGET MANAGER			Community Safety and Wellbeing Manager	
ACTUAL 2022/23 £	**BUDGET 2023/24 £**	**PROJECTED OUTTURN 2023/24 £**	**DETAIL**	**ESTIMATE 2024/25 £**
			EXPENDITURE	
5,452	4,000	5,500	Employees	5,000
2,620	2,700	2,700	Premises	2,700
6,703	7,700	7,700	Supplies and Services	6,450
-	-	-	Transport	-
14,775	**14,400**	**15,900**	**TOTAL EXPENDITURE**	**14,150**
			INCOME	
(3,594)	(600)	(1,200)	Grants	(1,200)
(296,321)	(257,180)	(248,030)	Fees and Charges	(282,000)
(285,141)	**(243,380)**	**(233,330)**	**NET CONTROLLABLE EXPENDITURE**	**(269,050)**
			RECHARGES & CAPITAL CHARGES	
316,330	354,700	354,700	Support Services	426,810
-	-	-	Capital Charges	-
-	-	-	Recharges	-
-	-	-	Transfers to/from Reserves	-
31,189	**111,320**	**121,370**	**NET EXPENDITURE (Including Recharges and Capital Charges)**	**157,760**

ANALYSIS OF OUTTURN VARIATIONS		
		COMMENTS
Base Budget 2023/24	**111,320**	
Employees	1,500	
Grants	(600)	
Fees and Charges	9,150	Market rents received in previous year
Outturn 2023/24 (P6 Forecast)	**121,370**	

ANALYSIS OF BUDGET VARIATIONS		
		COMMENTS
Base Budget 2023/24	**111,320**	
Employees	1,000	
Supplies and Services	(1,250)	
Grants	(600)	
Fees and Charges	(24,820)	Increase in number of licences issued and fee increase
Support Services	72,110	
Base Budget 2024/25	**157,760**	

NOTES

REVENUE BUDGET				
Environment, Property and Recreation				
ACTUAL 2022/23 £	**BUDGET 2023/24 £**	**PROJECTED OUTTURN 2023/24 £**	**DETAIL**	**ESTIMATE 2024/25 £**
265,749	73,740	128,410	Facilities Management	(215,680)
356,473	28,660	294,100	Property Building Services	181,310
167,481	187,180	116,760	Commercial Projects	69,650
74,842	95,170	44,310	Street Scene	23,650
-	-	-	Refuse, Recycling, Street Clean	-
2,002,211	2,048,030	1,960,360	Grounds Maintenance	2,034,510
(2,096,631)	(2,071,710)	(2,032,450)	Estates	(1,373,420)
2,105,053	1,286,930	2,061,820	Recreation	1,629,940
(387,329)	(372,180)	(350,210)	Parking & Engineering	(688,430)
761,820	951,940	960,600	Community Safety & Monitoring Centre	840,230
3,249,669	**2,227,760**	**3,183,700**	**SERVICE EXPENDITURE**	**2,501,760**

SUBJECTIVE ANALYSIS - 2024/25 ESTIMATE Environment, Property and Recreation						
	Facilities Management	**Property Building Services**	**Commercial Projects**	**Street Scene**	**Refuse, Recycling, Street Clean**	**Grounds Maintenance**
EXPENDITURE						
Employees	(128,790)	268,360	218,860	341,310	-	1,513,740
Premises	656,910	438,420	38,350	25,240	-	375,230
Supplies and Services	16,680	58,450	50,340	49,650	-	230,650
Transport	2,080	11,990	8,270	20,830	-	221,870
TOTAL EXPENDITURE	546,880	777,220	315,820	437,030	-	2,341,490
INCOME						
Grants	-	-	-	-	-	(18,570)
Fees & Charges	(81,860)	(18,500)	-	(173,800)	-	(327,550)
TOTAL INCOME	(81,860)	(18,500)	-	(173,800)	-	(346,120)
NET CONTROLLABLE EXPENDITURE	**465,020**	**758,720**	**315,820**	**263,230**	**-**	**1,995,370**
NON CONTROLLABLE ITEMS						
Support Services	95,930	280,380	13,840	352,790	-	190,930
Capital Charges	125,900	44,500	5,200	-	-	60,400
Recharges	(907,280)	(902,290)	(265,210)	(592,370)	-	(287,190)
Transfers to/from Reserves	4,750	-	-	-	-	75,000
TOTAL NON-CONTROLLABLE ITEMS	(680,700)	(577,410)	(246,170)	(239,580)	-	39,140
NET EXPENDITURE	**(215,680)**	**181,310**	**69,650**	**23,650**	**-**	**2,034,510**

	Estates	**Recreation**	**Parking & Engineering**	**Community Safety & Monitoring Centre**	**Total**
EXPENDITURE					
Employees	373,100	213,960	629,680	879,950	4,310,170
Premises	2,704,760	88,400	804,500	28,700	5,160,510
Supplies and Services	87,500	1,410	560,130	171,260	1,226,070
Transport	13,620	8,240	20,830	6,640	314,370
TOTAL EXPENDITURE	3,178,980	312,010	2,015,140	1,086,550	11,011,120
INCOME					
Grants	-	-	-	(32,000)	(50,570)
Fees & Charges	(6,151,640)	(223,020)	(2,914,050)	(108,500)	(9,998,920)
TOTAL INCOME	(6,151,640)	(223,020)	(2,914,050)	(140,500)	(10,049,490)
NET CONTROLLABLE EXPENDITURE	**(2,972,660)**	**88,990**	**(898,910)**	**946,050**	**961,630**
NON CONTROLLABLE ITEMS					
Support Services	1,160,530	417,850	187,980	159,470	2,859,700
Capital Charges	822,600	1,123,100	22,500	77,200	2,281,400
Recharges	(389,540)	-	-	(342,490)	(3,686,370)
Transfers to/from Reserves	5,650	-	-	-	85,400
TOTAL NON-CONTROLLABLE ITEMS	1,599,240	1,540,950	210,480	(105,820)	1,540,130
NET EXPENDITURE	**(1,373,420)**	**1,629,940**	**(688,430)**	**840,230**	**2,501,760**

REVENUE BUDGET				
SERVICE	**Facilities Management**			
SERVICE DESCRIPTION	Management of Council's Office Accommodation			
SERVICE MANAGER	Assistant Director of Environment, Property & Recreation			
BUDGET MANAGER	Property Building Services and Facilities Manager			

ACTUAL 2022/23 £	BUDGET 2023/24 £	PROJECTED OUTTURN 2023/24 £	DETAIL	ESTIMATE 2024/25 £
			EXPENDITURE	
159,109	89,640	70,730	Employees	(128,790)
860,747	672,010	709,210	Premises	656,910
67,568	32,220	68,600	Supplies and Services	16,680
4,645	6,240	6,240	Transport	2,080
1,092,068	**800,110**	**854,780**	**TOTAL EXPENDITURE**	**546,880**
			INCOME	
(15,345)	(12,000)	(12,000)	Grants	-
(219,791)	(278,860)	(278,860)	Fees and Charges	(81,860)
856,932	**509,250**	**563,920**	**NET CONTROLLABLE EXPENDITURE**	**465,020**
			RECHARGES & CAPITAL CHARGES	
186,710	473,630	473,630	Support Services	95,930
134,300	121,700	121,700	Capital Charges	125,900
(906,220)	(1,035,590)	(1,035,590)	Recharges	(907,280)
(5,973)	4,750	4,750	Transfers to/from Reserves	4,750
265,749	**73,740**	**128,410**	**NET EXPENDITURE (Including Recharges and Capital Charges)**	**(215,680)**

ANALYSIS OF OUTTURN VARIATIONS

		COMMENTS
Base Budget 2023/24	**73,740**	
Employees	(18,910)	Salary saving
Premises	20,100	Increase in general building maintenance and cleaning costs at
Premises	17,100	General increase in running costs of Civic Centre
Supplies and Services	25,380	Increased security costs at Pitchside/Courtside
Supplies and Services	11,000	Installation of hearing loop for the Chamber in the Civic Centre
Outturn 2023/24 (P6 Forecast)	**128,410**	

ANALYSIS OF BUDGET VARIATIONS

		COMMENTS
Base Budget 2023/24	**73,740**	
Employees	50,000	Reduction in Civic Centre rental income from HRA (previously identified
Employees	11,000	Lease expired at Tenterden Gateway
Employees	(29,430)	Salary Savings
Employees	(250,000)	Savings following move to International House
Premises	124,390	Increase in utilities at Civic Centre
Premises	(49,390)	Lease expired at Tenterden Gateway
Premises	(90,100)	Lease expired at Pitchside and transferred Courtside lease to John Wallis
Supplies and Services	(15,540)	Lease expired at Pitchside and transferred Courtside lease to John Wallis
Transport	(4,160)	
Grants	12,000	Loss of grant income as lease transfer of Courtside & Pitchside
Fees and Charges	74,850	Loss of income from lease transfers for Courtside & Pitchside
Fees and Charges	80,150	Reduction in rental income and service charges at Civic Centre as Chapel Down vacated
Fees and Charges	42,000	Lease expired at Tenterden Gateway
Support Services	(377,700)	Reduction following Property Services restructure
Capital Charges	4,200	
Recharges	128,310	Reduction following Property Services restructure
Base Budget 2024/25	**(215,680)**	

NOTES

REVENUE BUDGET				
SERVICE		**Property Building Services**		
SERVICE DESCRIPTION		Management, maintenance and compliancy all the non-residential property assets		
SERVICE MANAGER		Assistant Director of Environment, Property & Recreation		
BUDGET MANAGER		Property Building Services and Facilities Manager		

ACTUAL 2022/23 £	BUDGET 2023/24 £	PROJECTED OUTTURN 2023/24 £	DETAIL	ESTIMATE 2024/25 £
			EXPENDITURE	
253,735	304,650	271,860	Employees	268,360
893,610	440,610	587,470	Premises	438,420
368,510	64,740	215,860	Supplies and Services	58,450
12,326	13,770	14,020	Transport	11,990
1,528,181	**823,770**	**1,089,210**	**TOTAL EXPENDITURE**	**777,220**
			INCOME	
-	-	-	Grants	-
(9,184)	(14,830)	(14,830)	Fees and Charges	(18,500)
1,518,997	**808,940**	**1,074,380**	**NET CONTROLLABLE EXPENDITURE**	**758,720**
			RECHARGES & CAPITAL CHARGES	
130,420	109,870	109,870	Support Services	280,380
9,700	3,900	3,900	Capital Charges	44,500
(818,260)	(874,050)	(874,050)	Recharges	(902,290)
(484,384)	(20,000)	(20,000)	Transfers to/from Reserves	-
356,473	**28,660**	**294,100**	**NET EXPENDITURE (Including Recharges and Capital Charges)**	**181,310**

ANALYSIS OF OUTTURN VARIATIONS

		COMMENTS
Base Budget 2023/24	**28,660**	
Employees	(32,790)	In year salary savings due to restructure
Premises	146,860	Increase in maintenance of assets to be funded from reserves
Supplies and Services	84,000	Increase in consultancy fees for condition surveys being undertaken across the commercial asset portfolio
Supplies and Services	60,600	Vicarage Lane abortive costs
Supplies and Services	6,520	
Transport	250	
Outturn 2023/24 (P6 Forecast)	**294,100**	

ANALYSIS OF BUDGET VARIATIONS

		COMMENTS
Base Budget 2023/24	**28,660**	
Employees	(36,290)	Salary savings due to the restructure
Premises	(2,190)	
Supplies and Services	(6,290)	
Transport	(1,780)	
Fees and Charges	(3,670)	
Support Services	170,510	Increase following Property Services restructure
Capital Charges	40,600	
Recharges	(28,240)	Increase following Property Services restructure
Transfer to/from Reserves	20,000	Reserve funding for EPC evaluations on Property portfolio no longer needed as works complete
Base Budget 2024/25	**181,310**	

NOTES

REVENUE BUDGET	
SERVICE	**Commercial Projects**
SERVICE DESCRIPTION	Responsible for the delivery of key corporate projects with values up to several million pounds, delivered within budget, to programme and to the required quality standard. Adopt a commercial approach to project delivery that improves local places whilst generating sustainable income.
SERVICE MANAGER	Assistant Director of Environment, Property & Recreation
BUDGET MANAGER	Commercial Development and Regeneration Manager

ACTUAL 2022/23 £	BUDGET 2023/24 £	PROJECTED OUTTURN 2023/24 £	DETAIL	ESTIMATE 2024/25 £
			EXPENDITURE	
113,601	251,120	170,360	Employees	218,860
46,249	48,730	48,730	Premises	38,350
2,374	50,000	60,340	Supplies and Services	50,340
5,257	9,760	9,760	Transport	8,270
167,481	**359,610**	**289,190**	**TOTAL EXPENDITURE**	**315,820**
			INCOME	
-	-	-	Grants	-
-	-	-	Fees and Charges	-
167,481	**359,610**	**289,190**	**NET CONTROLLABLE EXPENDITURE**	**315,820**
			RECHARGES & CAPITAL CHARGES	
-	24,420	24,420	Support Services	13,840
-	-	-	Capital Charges	5,200
-	(196,850)	(196,850)	Recharges	(265,210)
-	-	-	Transfers to/from Reserves	-
167,481	**187,180**	**116,760**	**NET EXPENDITURE (Including Recharges and Capital Charges)**	**69,650**

ANALYSIS OF OUTTURN VARIATIONS		
		COMMENTS
Base Budget 2023/24	**187,180**	
Employees	(80,760)	Salary saving as vacant post deleted and 1 post split 50% with Recreation as part of the restructure
Supplies and Services	10,340	Consultancy fees for proposed Civic Centre relocation
Outturn 2023/24 (P6 Forecast)	**116,760**	

ANALYSIS OF BUDGET VARIATIONS		
		COMMENTS
Base Budget 2023/24	**187,180**	
Employees	(32,260)	Salary saving as 1 post split 50% with Recreation as part of the restructure
Premises	(10,380)	Reduction in business rates liability for Odeon
Supplies and Services	340	
Transport	(1,490)	
Support Services	(10,580)	Reduction following Property Services restructure
Capital Charges	5,200	
Recharges	(68,360)	Increase in recharges to capital schemes
Base Budget 2024/25	**69,650**	

NOTES

REVENUE BUDGET	
SERVICE	**Street Scene**
SERVICE DESCRIPTION	Street Scene services include the provision of public conveniences including canine control, allotment management and cemetery services.
SERVICE MANAGER	Assistant Director of Environment, Property & Recreation
BUDGET MANAGER	Environmental Contracts Manager

ACTUAL 2022/23 £	BUDGET 2023/24 £	PROJECTED OUTTURN 2023/24 £	DETAIL	ESTIMATE 2024/25 £
			EXPENDITURE	
360,370	401,900	334,410	Employees	341,310
28,442	37,250	34,620	Premises	25,240
31,969	24,700	44,900	Supplies and Services	49,650
20,212	19,330	18,890	Transport	20,830
440,994	**483,180**	**432,820**	**TOTAL EXPENDITURE**	**437,030**
			INCOME	
-	-	-	Grants	-
(148,212)	(159,700)	(160,200)	Fees and Charges	(173,800)
292,782	**323,480**	**272,620**	**NET CONTROLLABLE EXPENDITURE**	**263,230**
			RECHARGES & CAPITAL CHARGES	
462,790	454,170	454,170	Support Services	352,790
-	-	-	Capital Charges	-
(680,730)	(682,480)	(682,480)	Recharges	(592,370)
-	-	-	Transfers to/from Reserves	-
74,842	**95,170**	**44,310**	**NET EXPENDITURE (Including Recharges and Capital Charges)**	**23,650**

ANALYSIS OF OUTTURN VARIATIONS

		COMMENTS
Base Budget 2023/24	**95,170**	
Employees	(67,490)	Salary savings due to vacant posts and the removal of 2 FTE posts
Premises	(2,630)	
Supplies and Services	17,200	Increase in public health funerals
Supplies and Services	3,000	Increase in kennelling costs
Transport	(440)	
Fees and Charges	(500)	
Outturn 2023/24 (P6 Forecast)	**44,310**	

ANALYSIS OF BUDGET VARIATIONS

		COMMENTS
Base Budget 2023/24	**95,170**	
Employees	(77,573)	Removal of 2 FTE posts as part of the restructure
Employees	16,983	Annual increase in employee costs
Premises	(7,010)	Repairs and maintenance costs moved to Grounds Maintenance budget
Premises	(5,000)	Business rates reduction at cemetery sites
Supplies and Services	24,950	Increase in public health funerals
Transport	1,500	
Fees and Charges	(14,100)	Increase in allotment and cemetery charges
Support Services	(101,380)	
Recharges	90,110	
Base Budget 2024/25	**23,650**	

NOTES

REVENUE BUDGET	
SERVICE	**Refuse,Recycling,Street Cleansing**
SERVICE DESCRIPTION	Monitoring and management of the Council's refuse, recycling and street cleansing contract with Suez, delivered through the Mid Kent Waste Partnership with Swale, Maidstone and Kent County Council.
SERVICE MANAGER	Assistant Director of Environment, Property & Recreation
BUDGET MANAGER	Environmental Contracts Manager

ACTUAL 2022/23 £	BUDGET 2023/24 £	PROJECTED OUTTURN 2023/24 £	DETAIL	ESTIMATE 2024/25 £
			EXPENDITURE	
-	-	-	Employees	-
-	-	-	Premises	-
-	-	-	Supplies and Services	-
-	-	-	Transport	-
-	**-**	**-**	**TOTAL EXPENDITURE**	**-**
			INCOME	
-	-	-	Grants	-
-	-	-	Fees and Charges	-
-	**-**	**-**	**NET CONTROLLABLE EXPENDITURE**	**-**
			RECHARGES & CAPITAL CHARGES	
-	-	-	Support Services	-
-	-	-	Capital Charges	-
-	-	-	Recharges	-
-	-	-	Transfers to/from Reserves	-
-	**-**	**-**	**NET EXPENDITURE (Including Recharges and Capital Charges)**	**-**

ANALYSIS OF OUTTURN VARIATIONS		COMMENTS
Base Budget 2023/24	**-**	
Employees	-	Removal of 1 FTE post as fixed contract ended
Premises	-	
Supplies and Services	-	
Transport	-	
Fees and Charges	-	Increase in bulky waste income
Transfers to/from Reserves	-	Reserve movement removed which funded employee cost
Outturn 2023/24 (P6 Forecast)	**-**	

ANALYSIS OF BUDGET VARIATIONS		COMMENTS
Base Budget 2023/24	**-**	
Employees	-	Removal of 1 FTE post as fixed contract has ended
Premises	-	
Supplies and Services	-	Increase in waste contract due to new operator
Transport	-	
Fees and Charges	85,000	Increase in garden waste income
Fees and Charges	(52,000)	Increase in bulky waste income
Fees and Charges	(33,000)	Increase in recharge for refuse and recycling bins
Support Services	-	
Recharges	-	
Transfers to/from Reserves	(53,000)	Removal of recharge for Enforcement Budget
Transfers to/from Reserves	53,000	Removed provision for litter bins project
Base Budget 2024/25	**-**	

NOTES

REVENUE BUDGET				
SERVICE	**Grounds Maintenance**			
SERVICE DESCRIPTION	Provision of the Council's landscape management of the green spaces to include pre planned and reactive maintenance across the Borough			
SERVICE MANAGER	Assistant Director of Environment, Property & Recreation			
BUDGET MANAGER	Aspire and Parks Portfolio Operations Manager			

ACTUAL 2022/23 £	BUDGET 2023/24 £	PROJECTED OUTTURN 2023/24 £	DETAIL	ESTIMATE 2024/25 £
			EXPENDITURE	
1,325,792	1,511,060	1,440,640	Employees	1,513,740
553,213	376,830	374,430	Premises	375,230
409,420	341,400	341,400	Supplies and Services	230,650
281,567	260,730	258,650	Transport	221,870
2,569,991	**2,490,020**	**2,415,120**	**TOTAL EXPENDITURE**	**2,341,490**
			INCOME	
(331,404)	(165,170)	(176,060)	Grants	(18,570)
(488,597)	(326,680)	(326,680)	Fees and Charges	(327,550)
1,749,990	**1,998,170**	**1,912,380**	**NET CONTROLLABLE EXPENDITURE**	**1,995,370**
			RECHARGES & CAPITAL CHARGES	
279,180	161,660	161,660	Support Services	190,930
100,200	98,100	98,100	Capital Charges	60,400
(193,400)	(223,400)	(223,400)	Recharges	(287,190)
66,241	13,500	11,620	Transfers to/from Reserves	75,000
2,002,211	**2,048,030**	**1,960,360**	**NET EXPENDITURE (Including Recharges and Capital Charges)**	**2,034,510**

ANALYSIS OF OUTTURN VARIATIONS

		COMMENTS
Base Budget 2023/24	**2,048,030**	
Employees	(70,420)	Salary savings due to vacant posts
Premises	(2,400)	
Transport	(2,080)	
Grants	(10,890)	
Transfers to/from Reserves	(1,880)	
Outturn 2023/24 (P6 Forecast)	**1,960,360**	

ANALYSIS OF BUDGET VARIATIONS

		COMMENTS
Base Budget 2023/24	**2,048,030**	
Employees	(102,420)	Removal of 3 FTE posts as fixed term contracts have ended
Employees	85,100	Annual increase in employee costs
Employees	20,000	Increase in overtime costs offset by saving in Parking
Premises	(1,600)	
Supplies and Services	(128,750)	Removal of costs for Victoria Park project as now completed
Supplies and Services	10,000	Increase in computer software to develop new system
Supplies and Services	8,000	Increase in consumables and materials offset by savings in Street Scene
Transport	(38,860)	Reduction in hire vehicle costs
Grants	146,600	Removal of grant for Victoria Park project as now completed
Fees and Charges	(870)	
Support Services	29,270	
Capital Charges	(37,700)	
Recharges	(63,790)	
Transfers to/from Reserves	61,500	Removal of reserve for Victoria Park project as now completed
Base Budget 2024/25	**2,034,510**	

NOTES

REVENUE BUDGET

SERVICE	**Estates**
SERVICE DESCRIPTION	To provide Estates Management services of non-operational non-residential properties and land. To undertake and negotiate new lettings, licences, lease renewals, rent reviews, to deal with subletting's, assignments, landlord consent for alterations, deed of variations. To inspect properties to ensure covenants are adhered to such as repair and maintenance and to deal with encroachments.
SERVICE MANAGER	Assistant Director of Environment, Property & Recreation
BUDGET MANAGER	Estates Manager

ACTUAL 2022/23 £	BUDGET 2023/24 £	PROJECTED OUTTURN 2023/24 £	DETAIL	ESTIMATE 2024/25 £
			EXPENDITURE	
309,636	310,080	306,110	Employees	373,100
2,575,740	2,543,050	2,565,680	Premises	2,704,760
298,593	105,620	151,320	Supplies and Services	87,500
17,291	14,870	12,790	Transport	13,620
3,201,260	**2,973,620**	**3,035,900**	**TOTAL EXPENDITURE**	**3,178,980**
			INCOME	
(37,090)	-	(30,000)	S106 Contributions	-
-	(25,000)	(25,000)	Grants	-
(5,868,600)	(5,852,730)	(5,845,750)	Fees and Charges	(6,151,640)
(2,704,431)	**(2,904,110)**	**(2,864,850)**	**NET CONTROLLABLE EXPENDITURE**	**(2,972,660)**
			RECHARGES & CAPITAL CHARGES	
439,680	572,630	572,630	Support Services	1,160,530
665,700	749,400	749,400	Capital Charges	822,600
(503,230)	(495,280)	(495,280)	Recharges	(389,540)
5,650	5,650	5,650	Transfers to/from Reserves	5,650
(2,096,631)	**(2,071,710)**	**(2,032,450)**	**NET EXPENDITURE (Including Recharges and Capital Charges)**	**(1,373,420)**

ANALYSIS OF OUTTURN VARIATIONS

		COMMENTS
Base Budget 2023/24	**(2,071,710)**	
Employees	(3,970)	
Premises	22,630	Various increases in premises costs on the Property portfolio
Supplies and Services	39,400	Increase in consultancy surveyor fees for internal and external asbestos surveys on garage stock
Supplies and Services	6,300	
Transport	(2,080)	
S106	(30,000)	S106 contributions to use for carbon offsetting projects collected and transferred to the reserve
Fees and Charges	6,980	Reduction in rental and service charge income on Property portfolio
Outturn 2023/24 (P6 Forecast)	**(2,032,450)**	

ANALYSIS OF BUDGET VARIATIONS

		COMMENTS
Base Budget 2023/24	**(2,071,710)**	
Employees	44,250	Increase in salary costs following transfer of post due to Park Mall management being brought in-house
Employees	18,770	Annual increase in employee costs
Premises	187,170	Increase in costs associated with Wilkinsons (liable for Business Rates and service charges)
Premises	53,590	Increase in service charges on Property portfolio
Premises	(79,050)	Reduction in premises insurances on Property portfolio
Supplies and Services	(13,000)	
Supplies and Services	(5,120)	
Transport	(1,250)	
Grants	25,000	Removal of grant for Victoria Park project as now completed
Fees and Charges	(298,910)	
Support Services	587,900	Increase following Property Services restructure
Capital Charges	73,200	
Recharges	105,740	Reduction following Property Services restructure
Base Budget 2024/25	**(1,373,420)**	

NOTES

REVENUE BUDGET				
SERVICE	**Recreation**			
SERVICE DESCRIPTION	Management function of the recreation service, including monitoring of the Stour Centre, Tenterden Lesiure Centre & Julie Rose Stadium.			
SERVICE MANAGER	Assistant Director of Environment, Property & Recreation			
BUDGET MANAGER	Commercial Projects and Recreation Manager			

ACTUAL 2022/23 £	BUDGET 2023/24 £	PROJECTED OUTTURN 2023/24 £	DETAIL	ESTIMATE 2024/25 £
			EXPENDITURE	
297,484	274,120	226,230	Employees	213,960
546,000	153,730	404,150	Premises	88,400
974,142	5,700	643,290	Supplies and Services	1,410
13,002	12,810	6,810	Transport	8,240
1,830,628	**446,360**	**1,280,480**	**TOTAL EXPENDITURE**	**312,010**
			INCOME	
-	-	-	Grants	-
(427,627)	(558,620)	(177,590)	Fees and Charges	(223,020)
1,403,001	**(112,260)**	**1,102,890**	**NET CONTROLLABLE EXPENDITURE**	**88,990**
			RECHARGES & CAPITAL CHARGES	
449,750	222,730	222,730	Support Services	417,850
1,206,100	1,176,460	736,200	Capital Charges	1,123,100
-	-	-	Recharges	-
(953,798)	-	-	Transfers to/from Reserves	-
2,105,053	**1,286,930**	**2,061,820**	**NET EXPENDITURE (Including Recharges and Capital Charges)**	**1,629,940**

ANALYSIS OF OUTTURN VARIATIONS

		COMMENTS
Base Budget 2023/24	**1,286,930**	
Employees	(47,890)	Salary savings due to vacancies
Premises	191,070	Cost of essential repairs at Tenterden Leisure Centre
Premises	47,350	Utility costs at Stour Centre offset by income to recover costs
Premises	12,000	Electricity charge at Sk8side
Supplies and Services	637,590	Operational support for Tenterden Leisure Centre
Transport	(6,000)	Saving in cash alternative due to vacancies
Fees and Charges	428,380	Reduction in management fee due to it being re-profiled
Fees and Charges	(47,350)	Income to cover the utility costs
Capital Charges	(440,260)	
Outturn 2023/24 (P6 Forecast)	**2,061,820**	

ANALYSIS OF BUDGET VARIATIONS

		COMMENTS
Base Budget 2023/24	**1,286,930**	
Employees	(60,160)	Salary savings
Premises	(77,330)	Savings on premises insurance
Premises	12,000	Electricity charge at Sk8side
Supplies and Services	(4,290)	
Transport	(4,570)	
Fees and Charges	335,600	Reduction in management fee due to it being re-profiled
Support Services	195,120	
Capital Charges	(53,360)	
Base Budget 2024/25	**1,629,940**	

NOTES

REVENUE BUDGET				
SERVICE			**Parking & Engineering**	
SERVICE DESCRIPTION			Provision, maintenance and enforcement of On-Street, Off Street Parking,	
SERVICE MANAGER			Assistant Director of Environment, Property & Recreation	
BUDGET MANAGER			Safety and Wellbeing Manager	
ACTUAL	**BUDGET**	**PROJECTED OUTTURN**	**DETAIL**	**ESTIMATE**
2022/23	**2023/24**	**2023/24**		**2024/25**
£	**£**	**£**		**£**
			EXPENDITURE	
526,067	605,590	536,270	Employees	629,680
938,626	832,790	918,220	Premises	804,500
619,208	392,300	482,350	Supplies and Services	560,130
18,300	15,740	22,350	Transport	20,830
2,102,201	**1,846,420**	**1,959,190**	**TOTAL EXPENDITURE**	**2,015,140**
			INCOME	
(10,618)	-	(10,800)	S106 Contributions	-
-	-	-	Grants	-
(2,919,752)	(2,658,500)	(2,658,500)	Fees and Charges	(2,914,050)
(828,169)	**(812,080)**	**(710,110)**	**NET CONTROLLABLE EXPENDITURE**	**(898,910)**
			RECHARGES & CAPITAL CHARGES	
392,440	375,400	375,400	Support Services	187,980
48,400	64,500	64,500	Capital Charges	22,500
-	-	-	Recharges	-
-	-	(80,000)	Transfers to/from Reserves	-
(387,329)	**(372,180)**	**(350,210)**	**NET EXPENDITURE (Including Recharges and Capital Charges)**	**(688,430)**

ANALYSIS OF OUTTURN VARIATIONS		
		COMMENTS
Base Budget 2023/24	**(372,180)**	
Employees	(69,320)	Vacancy salary saving
Premises	74,630	Increase in electricity for car parks and street lighting
Premises	10,800	Road marking works funded by Section 106 grant
Supplies and Services	80,000	Traffic and junction work funded by Regeneration fund
Supplies and Services	10,050	Printing, stationary and legal fees
Transport	6,610	Lease car for new CEO van contract
S106 Contributions	(10,800)	S106 funding for road sign and marking works
Transfers to/from Reserves	(80,000)	Regeneration fund for traffic and junction works
Outturn 2023/24 (P6 Forecast)	**(350,210)**	

ANALYSIS OF BUDGET VARIATIONS		
		COMMENTS
Base Budget 2023/24	**(372,180)**	
Employees	(101,220)	Saving from parking restructure
Employees	125,310	Posts transferred from Environmental Health
Premises	80,000	Increase in electricity for car parks and street lighting
Premises	(128,000)	Service charge saving from bringing work in-house
Premises	19,710	Increase in business rates, rents and premise insurance
Supplies and Services	50,000	Increase in outsourced HGV clamping
Supplies and Services	112,000	Increase in cash collection fees recoverable
Supplies and Services	(20,000)	Opening and closing of car parks now undertaken by Aspire
Supplies and Services	20,000	Legal fees for recovery of PCN debts
Supplies and Services	5,830	Misc pressure throughout department
Transport	5,090	Cash alternative from post transferred
Fees and Charges	(50,000)	Additional income from HGV clamping
Fees and Charges	(205,550)	Additional income from increase in charges
Support Services	(187,420)	
Capital Charges	(42,000)	
Base Budget 2024/25	**(688,430)**	

NOTES

REVENUE BUDGET	
SERVICE	**Community Safety & Monitoring Centre**
SERVICE DESCRIPTION	Monitoring and running of the Ashford Monitoring Centre which offers 24 hour Lifeline services as well as CCTV monitoring. This area also includes the emergency planning and emergency response team.
SERVICE MANAGER	Assistant Director of Environment, Property & Recreation
BUDGET MANAGER	Safety and Wellbeing Manager

ACTUAL 2022/23 £	BUDGET 2023/24 £	PROJECTED OUTTURN 2023/24 £	DETAIL	ESTIMATE 2024/25 £
			EXPENDITURE	
770,078	786,730	807,270	Employees	879,950
18,088	23,850	23,550	Premises	28,700
179,079	192,220	174,040	Supplies and Services	171,260
16,057	15,610	6,710	Transport	6,640
983,302	**1,018,410**	**1,011,570**	**TOTAL EXPENDITURE**	**1,086,550**
			INCOME	
(56,241)	(41,000)	(32,000)	Grants	(32,000)
(145,771)	(141,500)	(135,000)	Fees and Charges	(108,500)
781,290	**835,910**	**844,570**	**NET CONTROLLABLE EXPENDITURE**	**946,050**
			RECHARGES & CAPITAL CHARGES	
232,270	290,970	290,970	Support Services	159,470
62,100	138,900	138,900	Capital Charges	77,200
(313,840)	(313,840)	(313,840)	Recharges	(342,490)
-	-	-	Transfers to/from Reserves	-
761,820	**951,940**	**960,600**	**NET EXPENDITURE (Including Recharges and Capital Charges)**	**840,230**

ANALYSIS OF OUTTURN VARIATIONS

		COMMENTS
Base Budget 2023/24	**951,940**	
Employees	20,540	Salary pressure for cover at AMC
Premises	(300)	
Supplies and Services	(18,180)	Advertising and other misc expenditure saving in AMC
Transport	(8,900)	Transport for Safety in Action event no longer required
Grants	9,000	Reduction in recharge for Safety in Action event
Fees and Charges	6,500	Market rents were paid in advance the previous year
Outturn 2023/24 (P6 Forecast)	**960,600**	

ANALYSIS OF BUDGET VARIATIONS

		COMMENTS
Base Budget 2023/24	**951,940**	
Employees	93,220	Staff working up paygrades following restructure
Premises	4,850	Electricity charge
Supplies and Services	(20,960)	Advertising and other misc expenditure saving in AMC
Transport	(8,970)	Transport for Safety in Action event no longer required
Fees and Charges	9,000	Rechargeable transport fees for Safety in Action event
Fees and Charges	(8,000)	Events income
Fees and Charges	41,000	Reduction in CCTV monitoring fees receivable
Support Services	(131,500)	
Capital Charges	(61,700)	
Recharges	(28,650)	
Base Budget 2024/25	**840,230**	

NOTES

REVENUE BUDGET				
Planning and Development				
ACTUAL 2022/23 £	**BUDGET 2023/24 £**	**PROJECTED OUTTURN 2023/24 £**	**DETAIL**	**ESTIMATE 2024/25 £**
90,287	143,080	100,110	Building Control	166,870
1,482,134	1,280,760	1,514,720	Development Manager	1,241,110
(13,416)	-	-	Local Land Charges	-
(7,196)	(16,700)	(89,290)	Planning Administration	(16,570)
973,317	1,229,030	1,188,532	Strategic Planning	1,332,320
2,525,126	**2,636,170**	**2,714,072**	**SERVICE EXPENDITURE**	**2,723,730**

SUBJECTIVE ANALYSIS - 2024/25 ESTIMATE Planning and Development						
	Building Control	**Development Manager**	**Local Land Charges**	**Planning Administration**	**Strategic Planning**	**Total**
EXPENDITURE						
Employees	289,130	1,425,920	150,360	360,980	1,030,320	3,256,710
Premises	-	250	-	-	150	400
Supplies and Services	12,050	195,530	7,750	9,590	107,580	332,500
Transport	11,230	63,470	-	-	38,640	113,340
TOTAL EXPENDITURE	312,410	1,685,170	158,110	370,570	1,176,690	3,702,950
INCOME						
Grants	-	-	-	-	-	-
Fees & Charges	(276,000)	(1,332,000)	(167,250)	-	(50,000)	(1,825,250)
TOTAL INCOME	(276,000)	(1,332,000)	(167,250)	-	(50,000)	(1,825,250)
NET CONTROLLABLE EXPENDITURE	**36,410**	**353,170**	**(9,140)**	**370,570**	**1,126,690**	**1,877,700**
NON CONTROLLABLE ITEMS						
Support Services	130,460	957,980	36,900	70,850	247,980	1,444,170
Capital Charges	-	-	-	41,700	-	41,700
Recharges	-	(70,040)	-	(499,690)	(42,350)	(612,080)
Transfers to/from Reserves	-	-	(27,760)	-	-	(27,760)
TOTAL NON-CONTROLLABLE ITEMS	130,460	887,940	9,140	(387,140)	205,630	846,030
NET EXPENDITURE	**166,870**	**1,241,110**	**-**	**(16,570)**	**1,332,320**	**2,723,730**

REVENUE BUDGET	
SERVICE	**Building Control**
SERVICE DESCRIPTION	Building Regulation Chargeable, Statutory Building Control
SERVICE MANAGER	Assistant Director Planning and Development
BUDGET MANAGER	Building Control & Quality Place Making Manager

ACTUAL 2022/23 £	BUDGET 2023/24 £	PROJECTED OUTTURN 2023/24 £	DETAIL	ESTIMATE 2024/25 £
			EXPENDITURE	
273,165	424,500	262,350	Employees	289,130
-	-	-	Premises	-
8,702	12,900	12,920	Supplies and Services	12,050
13,466	10,230	11,890	Transport	11,230
295,333	**447,630**	**287,160**	**TOTAL EXPENDITURE**	**312,410**
			INCOME	
-	-	-	Grants	-
(312,086)	(429,500)	(312,000)	Fees and Charges	(276,000)
(16,753)	**18,130**	**(24,840)**	**NET CONTROLLABLE EXPENDITURE**	**36,410**
			RECHARGES & CAPITAL CHARGES	
107,040	124,950	124,950	Support Services	130,460
-	-	-	Capital Charges	-
-	-	-	Recharges	-
-	-	-	Transfers to/from Reserves	-
90,287	**143,080**	**100,110**	**NET EXPENDITURE (Including Recharges and Capital Charges)**	**166,870**

ANALYSIS OF OUTTURN VARIATIONS

		COMMENTS
Base Budget 2023/24	**143,080**	
Employees	(162,150)	Salary savings due to vacant positions
Supplies and Services	20	
Transport	1,660	
Fees and Charges	117,500	Income reduction due to reduced activity
Outturn 2023/24 (P6 Forecast)	**100,110**	

ANALYSIS OF BUDGET VARIATIONS

		COMMENTS
Base Budget 2023/24	**143,080**	
Employees	(117,340)	2 FTE of vacant posts have been removed from budget
Employees	(31,810)	1 FTE saving to finance 1 FTE Graduate position in Development Manager
Employees	13,780	Annual increase in employee costs
Supplies and Services	(850)	
Transport	1,000	
Fees and Charges	153,500	Reduction in income due to reduced staff numbers and reduced activity
Support Services	5,510	
Base Budget 2024/25	**166,870**	

NOTES

REVENUE BUDGET				
SERVICE	**Development Manager**			
SERVICE DESCRIPTION	This services includes the Strategic Sites Design Team which look at Major Sites, in addition to the general Development Control Team which deals with Processing Planning Applications, Planning Enforcement and Conservation			
SERVICE MANAGER	Assistant Director Planning and Development			
BUDGET MANAGER	Planning Applications and Building Control Manager			

ACTUAL 2022/23 £	BUDGET 2023/24 £	PROJECTED OUTTURN 2023/24 £	DETAIL	ESTIMATE 2024/25 £
			EXPENDITURE	
1,592,717	1,476,740	1,412,520	Employees	1,425,920
960	-	140	Premises	250
324,437	188,110	191,820	Supplies and Services	195,530
64,362	74,840	75,980	Transport	63,470
1,982,476	**1,739,690**	**1,680,460**	**TOTAL EXPENDITURE**	**1,685,170**
			INCOME	
4,008	-	-	S106 Contributions	-
-	-	(26,810)	Grants	-
(1,281,080)	(1,340,000)	(1,020,000)	Fees and Charges	(1,332,000)
705,404	**399,690**	**633,650**	**NET CONTROLLABLE EXPENDITURE**	**353,170**
			RECHARGES & CAPITAL CHARGES	
843,430	951,110	951,110	Support Services	957,980
-	-	-	Capital Charges	-
(66,700)	(70,040)	(70,040)	Recharges	(70,040)
-	-	-	Transfers to/from Reserves	-
1,482,134	**1,280,760**	**1,514,720**	**NET EXPENDITURE (Including Recharges and Capital Charges)**	**1,241,110**

ANALYSIS OF OUTTURN VARIATIONS

		COMMENTS
Base Budget 2023/24	**1,280,760**	
Employees		
Employees	(64,220)	Salary savings due to vacant positions
Premises	140	
Supplies and Services	3,710	
Transport	1,140	
Grants	(26,810)	S31 Grant Determination Income
Fees and Charges	320,000	Income reduction due to reduced number of major applications
Outturn 2023/24 (P6 Forecast)	**1,514,720**	

ANALYSIS OF BUDGET VARIATIONS

		COMMENTS
Base Budget 2023/24	**1,280,760**	
Employees	(160,970)	Salary savings due to a 2.3 FTE reduction
Employees	31,810	1 FTE for a Graduate position funded from Building Control
Employees	78,340	Annual increase in employee costs
Premises	250	
Supplies and Services	7,420	Increase in Software Licenses and Counsel fees
Transport	(11,370)	Reduction in Transport costs
Fees and Charges	8,000	
Support Services	6,870	
Base Budget 2024/25	**1,241,110**	

NOTES

2 FTE are being funded from S106 Monitoring fees

REVENUE BUDGET	
SERVICE	**Local Land Charges**
SERVICE DESCRIPTION	Provision of IT support to all services and to lead in the development of new applications, including GIS
SERVICE MANAGER	Assistant Director Planning and Development
BUDGET MANAGER	Business Manager

ACTUAL 2022/23 £	BUDGET 2023/24 £	PROJECTED OUTTURN 2023/24 £	DETAIL	ESTIMATE 2024/25 £
			EXPENDITURE	
140,485	192,810	152,720	Employees	150,360
-	-	-	Premises	-
4,645	12,550	13,680	Supplies and Services	7,750
-	-	520	Transport	-
145,130	**205,360**	**166,920**	**TOTAL EXPENDITURE**	**158,110**
			INCOME	
-	-	-	Grants	-
(204,663)	(224,250)	(147,250)	Fees and Charges	(167,250)
(59,533)	**(18,890)**	**19,670**	**NET CONTROLLABLE EXPENDITURE**	**(9,140)**
			RECHARGES & CAPITAL CHARGES	
65,120	80,900	80,900	Support Services	36,900
-	-	-	Capital Charges	-
-	-	-	Recharges	-
(19,003)	(62,010)	(100,570)	Transfers to/from Reserves	(27,760)
(13,416)	**-**	**-**	**NET EXPENDITURE (Including Recharges and Capital Charges)**	**-**

ANALYSIS OF OUTTURN VARIATIONS

		COMMENTS
Base Budget 2023/24	**-**	
Employees	(40,090)	Salary savings due to vacant positions
Supplies and Services	1,130	
Transport	520	
Fees and Charges	77,000	Reduced income due to reduced activity
Transfers to/from Reserves	(38,560)	Additional transfer from reserves
Outturn 2023/24 (P6 Forecast)	**-**	

ANALYSIS OF BUDGET VARIATIONS

		COMMENTS
Base Budget 2023/24	**-**	
Employees	(52,450)	Salary savings due to 0.5 FTE has been moved from Land Charges and 0.8 FTE has been removed from the budget
Employees	10,000	Annual increase in employee costs
Supplies and Services	(4,800)	
Fees and Charges	57,000	Reduced income due to reduced activity
Support Services	(44,000)	Decrease in Planning Admin costs
Transfers to/from Reserves	34,250	Reduction in reserves
Base Budget 2024/25	**-**	

NOTES

Any surplus or deficit at year end is moved to or from the Land Charges reserve

REVENUE BUDGET	
SERVICE	**Planning Administration**
SERVICE DESCRIPTION	Holding account for the costs of the administration for the Planning and Building Control Service.
SERVICE MANAGER	Assistant Director Planning and Development
BUDGET MANAGER	Business Manager

ACTUAL 2022/23 £	BUDGET 2023/24 £	PROJECTED OUTTURN 2023/24 £	DETAIL	ESTIMATE 2024/25 £
			EXPENDITURE	
402,440	410,070	337,480	Employees	360,980
-	-	-	Premises	-
5,354	13,360	39,560	Supplies and Services	9,590
-	-	-	Transport	-
407,795	**423,430**	**377,040**	**TOTAL EXPENDITURE**	**370,570**
			INCOME	
-	-	-	Grants	-
(9,681)	(3,400)	(29,600)	Fees and Charges	-
398,114	**420,030**	**347,440**	**NET CONTROLLABLE EXPENDITURE**	**370,570**
			RECHARGES & CAPITAL CHARGES	
57,660	98,190	98,190	Support Services	70,850
-	32,100	32,100	Capital Charges	41,700
(462,970)	(567,020)	(567,020)	Recharges	(499,690)
-	-	-	Transfers to/from Reserves	-
(7,196)	**(16,700)**	**(89,290)**	**NET EXPENDITURE (Including Recharges and Capital Charges)**	**(16,570)**

ANALYSIS OF OUTTURN VARIATIONS

		COMMENTS
Base Budget 2023/24	**(16,700)**	
Employees	(27,590)	Salary savings due to vacant positions
Employees	38,000	0.5 FTE has been moved from Land Charges and 1 FTE unbudgeted in 23/24
Employees	(83,000)	Team restructure
Outturn 2023/24 (P6 Forecast)	**(89,290)**	

ANALYSIS OF BUDGET VARIATIONS

		COMMENTS
Base Budget 2023/24	**(16,700)**	
Employees	20,410	Annual increase in employee costs
Employees	(69,500)	Salary savings due to restructure of the team
Supplies and Services	(3,770)	
Fees and Charges	3,400	
Support Services	(27,340)	Decrease in Civic Centre Accomm. Recharge due to reduced FTE
Capital Charges	9,600	
Recharges	67,330	Reduction in recharges
Base Budget 2024/25	**(16,570)**	

NOTES

Supplies and Services, and Fees and Charges vary from budget due to an arrangement where the Council engages 3rd parties to complete surveys to support planning applications which are then recharged to the applicant, the nature of this work is unpredictable and therefore not budgeted for.

REVENUE BUDGET	
SERVICE	**Strategic Planning**
SERVICE DESCRIPTION	Producing the Local Development Framework for the Borough and taking forward Ashford growth proposals, including the South of Ashford Garden Community (SAGC).
SERVICE MANAGER	Assistant Director Planning and Development
BUDGET MANAGER	Spatial Planning Manager

ACTUAL 2022/23 £	BUDGET 2023/24 £	PROJECTED OUTTURN 2023/24 £	DETAIL	ESTIMATE 2024/25 £
			EXPENDITURE	
961,628	1,066,250	1,020,600	Employees	1,030,320
930	150	150	Premises	150
175,604	99,650	126,720	Supplies and Services	107,580
44,556	38,290	38,640	Transport	38,640
1,182,718	**1,204,340**	**1,186,110**	**TOTAL EXPENDITURE**	**1,176,690**
			INCOME	
(22,224)	-	-	S106 Contributions	
(90,310)	(78,940)	(98,940)	Grants	-
(50,301)	(49,540)	(51,808)	Fees and Charges	(50,000)
1,019,884	**1,075,860**	**1,035,362**	**NET CONTROLLABLE EXPENDITURE**	**1,126,690**
			RECHARGES & CAPITAL CHARGES	
180,370	195,520	195,520	Support Services	247,980
-	-	-	Capital Charges	-
(40,330)	(42,350)	(42,350)	Recharges	(42,350)
(186,607)	-	-	Transfers to/from Reserves	-
973,317	**1,229,030**	**1,188,532**	**NET EXPENDITURE (Including Recharges and Capital Charges)**	**1,332,320**

ANALYSIS OF OUTTURN VARIATIONS

		COMMENTS
Base Budget 2023/24	**1,229,030**	
Employees	(7,634)	Salary savings due to vacant positions
Employees	(38,016)	1 FTE vacant position funded from Homes England
Premises	-	
Supplies and Services	9,590	
Supplies and Services	4,730	Increase in software licenses
Supplies and Services	12,750	Supplies and services Funded from Homes England
Transport	350	
Grants	(20,000)	
Fees and Charges	(2,268)	
Outturn 2023/24 (P6 Forecast)	**1,188,532**	

ANALYSIS OF BUDGET VARIATIONS

		COMMENTS
Base Budget 2023/24	**1,229,030**	
Employees	43,010	Annual increase in employee costs
Employees	(78,940)	Deleted posts (1.4) FTE funded from Homes England
Supplies and Services	7,930	
Transport	350	
Grants	78,940	Reduced grant funding from Homes England
Fees and Charges	(460)	
Support Services	52,460	Increase in Legal Recharges
Base Budget 2024/25	**1,332,320**	

NOTES

0.5 FTE is being funded from S106 Quality Monitoring Fees

SUBJECTIVE ANALYSIS - 2024/25 ESTIMATE				
Corporate Management Costs				
ACTUAL 2022/23 £	**BUDGET 2023/24 £**	**PROJECTED OUTTURN 2023/24 £**	**DETAIL**	**ESTIMATE 2024/25 £**
1,492,196	833,630	882,860	Strategic Corporate Costs	631,370
70	(30)	(30)	Audit Partnership	(30)
1,492,266	**833,600**	**882,830**	**SERVICE EXPENDITURE**	**631,340**

SUBJECTIVE ANALYSIS - 2024/25 ESTIMATE Corporate Management Costs			
	Strategic Corporate Costs	**Audit Partnership**	**Total**
EXPENDITURE			
Employees	956,080	-	956,080
Premises	1,500	-	1,500
Supplies and Services	215,200	168,000	383,200
Transport	27,780	-	27,780
TOTAL EXPENDITURE	1,200,560	168,000	1,368,560
INCOME			
Grants	-	-	-
Fees & Charges	-	-	-
TOTAL INCOME	-	-	-
NET CONTROLLABLE EXPENDITURE	**1,200,560**	**168,000**	**1,368,560**
NON CONTROLLABLE ITEMS			
Support Services	1,091,770	530	1,092,300
Capital Charges	-	-	-
Recharges	(1,660,960)	(168,560)	(1,829,520)
Transfers to/from Reserves	-	-	-
TOTAL NON-CONTROLLABLE ITEMS	(569,190)	(168,030)	(737,220)
NET EXPENDITURE	**631,370**	**(30)**	**631,340**

REVENUE BUDGET	
SERVICE	**Strategic Corporate Costs**
SERVICE DESCRIPTION	Provision of Corporate and Management Team costs, staff representation and an allocation for staff costs charged to projects. Vacancy savings are also vired here as they occur during the year.
SERVICE MANAGER	Service Lead for Finance
BUDGET MANAGER	Service Lead for Finance

ACTUAL 2022/23 £	BUDGET 2023/24 £	PROJECTED OUTTURN 2023/24 £	DETAIL	ESTIMATE 2024/25 £
			EXPENDITURE	
922,108	527,300	568,520	Employees	956,080
900	2,000	2,000	Premises	1,500
183,011	210,360	218,370	Supplies and Services	215,200
27,181	29,260	29,260	Transport	27,780
1,133,200	**768,920**	**818,150**	**TOTAL EXPENDITURE**	**1,200,560**
			INCOME	
(23,741)	-	-	Grants	-
(251,495)	-	-	Fees and Charges	-
857,964	**768,920**	**818,150**	**NET CONTROLLABLE EXPENDITURE**	**1,200,560**
			RECHARGES & CAPITAL CHARGES	
1,522,170	1,519,070	1,519,070	Support Services	1,091,770
-	-	-	Capital Charges	-
(887,938)	(1,454,360)	(1,454,360)	Recharges	(1,660,960)
-	-	-	Transfers to/from Reserves	-
1,492,196	**833,630**	**882,860**	**NET EXPENDITURE (Including Recharges and Capital Charges)**	**631,370**

ANALYSIS OF OUTTURN VARIATIONS

		COMMENTS
Base Budget 2023/24	**833,630**	
Employees	41,220	Regradings
Supplies & Services	8,010	
Outturn 2023/24 (P6 Forecast)	**882,860**	

ANALYSIS OF BUDGET VARIATIONS

		COMMENTS
Base Budget 2023/24	**833,630**	
Employees	98,780	Annual increase in employee costs
Employees	130,000	Yearly corporate saving taken out
Employees	200,000	Commercialisation target moved to Capital charges & net interest
Premises	(500)	
Supplies and Services	4,840	
Transport	(1,480)	
Support Services	(427,300)	Recharges from Property Services to Corporate projects code
Recharges	(206,600)	Increase in recharges to Port Health and capital projects
Base Budget 2024/25	**631,370**	

NOTES

REVENUE BUDGET	
SERVICE	**Audit Partnership**
SERVICE DESCRIPTION	The four-way Audit Partnership with Maidstone, Swale and Tunbridge Wells is responsible for internal audit within the four councils. The total cost is fully allocated to services.
SERVICE MANAGER	Service Lead for Finance
BUDGET MANAGER	Service Lead for Finance

ACTUAL 2022/23 £	BUDGET 2023/24 £	PROJECTED OUTTURN 2023/24 £	DETAIL	ESTIMATE 2024/25 £
			EXPENDITURE	
-	-	-	Employees	-
-	-	-	Premises	-
168,000	168,000	168,000	Supplies and Services	168,000
-	-	-	Transport	-
168,000	**168,000**	**168,000**	**TOTAL EXPENDITURE**	**168,000**
			INCOME	
-	-	-	Grants	-
-	-	-	Fees and Charges	-
168,000	**168,000**	**168,000**	**NET CONTROLLABLE EXPENDITURE**	**168,000**
			RECHARGES & CAPITAL CHARGES	
740	980	980	Support Services	530
-	-	-	Capital Charges	-
(168,670)	(169,010)	(169,010)	Recharges	(168,560)
-	-	-	Transfers to/from Reserves	-
70	**(30)**	**(30)**	**NET EXPENDITURE (Including Recharges and Capital Charges)**	**(30)**

ANALYSIS OF OUTTURN VARIATIONS		
		COMMENTS
Base Budget 2023/24	**(30)**	
Outturn 2023/24 (P6 Forecast)	**(30)**	

ANALYSIS OF BUDGET VARIATIONS		
		COMMENTS
Base Budget 2023/24	**(30)**	
Support Services	(450)	
Recharges	450	
Base Budget 2024/25	**(30)**	

NOTES

REVENUE BUDGET				
Head of Economic Development				
ACTUAL 2022/23 £	**BUDGET 2023/24 £**	**PROJECTED OUTTURN 2023/24 £**	**DETAIL**	**ESTIMATE 2024/25 £**
499,463	600,180	566,080	Economic Development	604,570
160,920	176,010	176,010	Tourism & Heritage	191,810
660,382	**776,190**	**742,090**	**SERVICE EXPENDITURE**	**796,380**

SUBJECTIVE ANALYSIS - 2024/25 ESTIMATE Head of Economic Development			
	Economic Development	**Tourism & Heritage**	**Total**
EXPENDITURE			
Employees	445,650	129,560	575,210
Premises	-	-	-
Supplies and Services	116,840	33,550	150,390
Transport	13,200	5,480	18,680
TOTAL EXPENDITURE	575,690	168,590	744,280
INCOME			
Grants	(48,070)	-	(48,070)
Fees & Charges	-	(3,900)	(3,900)
TOTAL INCOME	(48,070)	(3,900)	(51,970)
NET CONTROLLABLE EXPENDITURE	**527,620**	**164,690**	**692,310**
NON CONTROLLABLE ITEMS			
Support Services	76,950	22,020	98,970
Capital Charges	-	5,100	5,100
Recharges	-	-	-
Transfers to/from Reserves	-	-	-
TOTAL NON-CONTROLLABLE ITEMS	76,950	27,120	104,070
NET EXPENDITURE	**604,570**	**191,810**	**796,380**

REVENUE BUDGET	
SERVICE	**Economic Development**
SERVICE DESCRIPTION	Planning and supporting growth in the area for both local and incoming business.
SERVICE MANAGER	Head of Economic Development
BUDGET MANAGER	Head of Economic Development

ACTUAL 2022/23 £	BUDGET 2023/24 £	PROJECTED OUTTURN 2023/24 £	DETAIL	ESTIMATE 2024/25 £
			EXPENDITURE	
332,093	404,330	413,300	Employees	445,650
63	-	5,000	Premises	-
993,182	123,300	93,300	Supplies and Services	116,840
10,685	13,300	13,300	Transport	13,200
1,336,022	**540,930**	**524,900**	**TOTAL EXPENDITURE**	**575,690**
			INCOME	
(890,939)	-	(18,070)	Grants	(48,070)
-	-	-	Fees and Charges	-
445,083	**540,930**	**506,830**	**NET CONTROLLABLE EXPENDITURE**	**527,620**
			RECHARGES & CAPITAL CHARGES	
54,380	59,250	59,250	Support Services	76,950
-	-	-	Capital Charges	-
-	-	-	Recharges	-
	-	-	Transfers to/from Reserves	-
499,463	**600,180**	**566,080**	**NET EXPENDITURE (Including Recharges and Capital Charges)**	**604,570**

ANALYSIS OF BUDGET VARIATIONS

		COMMENTS
Base Budget 2023/24	**600,180**	
Employees	8,970	
Premises	5,000	Removal of Phone booths from town centre
Supplies & Services	(10,000)	Reduction in Festive lighting budget
Supplies & Services	(20,000)	Saving on Promotions and Exhibitions budget
Grants	(18,070)	UKSPF funding to be used to Offset Salary
Outturn 2023/24 (P6 Forecast)	**566,080**	

ANALYSIS OF BUDGET VARIATIONS

		COMMENTS
Base Budget 2023/24	**600,180**	
Employees	41,320	Salary Increases
Supplies & Services	(460)	
Supplies & Services	30,000	Transfer of St Mary's church grant from Policy & Performance
Supplies & Services	(10,000)	Reduction in Festive lighting budget
Supplies & Services	(21,000)	Saving on Promotions and Exhibitions budget
Supplies & Services	(5,000)	Saving on grants paid out
Transport	(100)	
Grants	(30,000)	LUF funding
Grants	(18,070)	UKSPF funding to be used to Offset Salary
Support Services	17,700	
Base Budget 2024/25	**604,570**	

NOTES

REVENUE BUDGET				
SERVICE			**Tourism & Heritage**	
SERVICE DESCRIPTION			This budget covers twinning costs,museum, grants and heritage work.	
SERVICE MANAGER			Head of Economic Development	
BUDGET MANAGER			Conservation & Heritage Manager	
ACTUAL 2022/23 £	**BUDGET 2023/24 £**	**PROJECTED OUTTURN 2023/24 £**	**DETAIL**	**ESTIMATE 2024/25 £**
			EXPENDITURE	
117,101	123,300	123,300	Employees	129,560
-	-	-	Premises	-
21,484	23,680	23,680	Supplies and Services	33,550
5,305	5,380	5,380	Transport	5,480
143,890	**152,360**	**152,360**	**TOTAL EXPENDITURE**	**168,590**
			INCOME	
-	-	-	Grants	-
(9,874)	(3,900)	(3,900)	Fees and Charges	(3,900)
134,016	**148,460**	**148,460**	**NET CONTROLLABLE EXPENDITURE**	**164,690**
			RECHARGES & CAPITAL CHARGES	
17,030	22,450	22,450	Support Services	22,020
4,400	5,100	5,100	Capital Charges	5,100
-	-	-	Recharges	-
5,474	-	-	Transfers to/from Reserves	-
160,920	**176,010**	**176,010**	**NET EXPENDITURE (Including Recharges and Capital Charges)**	**191,810**

ANALYSIS OF OUTTURN VARIATIONS		
		COMMENTS
Base Budget 2023/24	**176,010**	
Outturn 2023/24 (P6 Forecast)	**176,010**	

ANALYSIS OF BUDGET VARIATIONS		
		COMMENTS
Base Budget 2023/24	**176,010**	
Employees	6,260	Salary increases
Supplies and Services	9,870	Increase in twinning budget as hosting in 24/25
Transport	100	
Support Services	(430)	
Base Budget 2024/25	**191,810**	

NOTES

REVENUE BUDGET				
Performance and Policy				
ACTUAL 2022/23 £	**BUDGET 2023/24 £**	**PROJECTED OUTTURN 2023/24 £**	**DETAIL**	**ESTIMATE 2024/25 £**
(107,280)	108,570	109,760	Climate Change	83,080
200,832	246,750	246,750	Policy and Performance	241,360
820,306	914,240	888,180	Democratic Representation	868,010
71,097	61,970	68,240	Mayor	66,270
350,547	345,610	345,610	Single Grants Gateway	265,250
1,335,502	**1,677,140**	**1,658,540**	**SERVICE EXPENDITURE**	**1,523,970**

SUBJECTIVE ANALYSIS - 2024/25 ESTIMATE Performance and Policy						
	Climate Change	**Policy and Performance**	**Democratic Representation**	**Mayor**	**Single Grants Gateway**	**Total**
EXPENDITURE						
Employees	130,440	281,770	237,020	23,290	-	672,520
Premises	-	-	-	-	-	-
Supplies and Services	20,000	23,300	452,260	17,500	289,250	802,310
Transport	3,050	3,050	3,350	15,100	-	24,550
TOTAL EXPENDITURE	153,490	308,120	692,630	55,890	289,250	1,499,380
INCOME						
Grants	-	-	-	-	(24,000)	(24,000)
Fees & Charges	-	-	-	-	-	-
TOTAL INCOME	-	-	-	-	(24,000)	(24,000)
NET CONTROLLABLE EXPENDITURE	**153,490**	**308,120**	**692,630**	**55,890**	**265,250**	**1,475,380**
NON CONTROLLABLE ITEMS						
Support Services	12,660	63,220	328,730	10,380	-	414,990
Capital Charges	-	-	-	-	-	-
Recharges	(83,070)	(129,980)	(153,350)	-	-	(366,400)
Transfers to/from Reserves	-	-	-	-	-	-
TOTAL NON-CONTROLLABLE ITEMS	(70,410)	(66,760)	175,380	10,380	-	48,590
NET EXPENDITURE	**83,080**	**241,360**	**868,010**	**66,270**	**265,250**	**1,523,970**

REVENUE BUDGET	
SERVICE	**Climate Change**
SERVICE DESCRIPTION	Climate Action Team is coordinating the council's efforts in the delivery of the carbon reduction action plan.
SERVICE MANAGER	Head of Performance and Policy
BUDGET MANAGER	Head of Performance and Policy

ACTUAL 2022/23 £	BUDGET 2023/24 £	PROJECTED OUTTURN 2023/24 £	DETAIL	ESTIMATE 2024/25 £
			EXPENDITURE	
-	116,650	117,840	Employees	130,440
-	-	-	Premises	-
-	20,000	20,000	Supplies and Services	20,000
-	3,050	3,050	Transport	3,050
-	**139,700**	**140,890**	**TOTAL EXPENDITURE**	**153,490**
			INCOME	
-	-	-	Grants	-
-	-	-	Fees and Charges	-
-	**139,700**	**140,890**	**NET CONTROLLABLE EXPENDITURE**	**153,490**
			RECHARGES & CAPITAL CHARGES	
20,420	108,570	108,570	Support Services	12,660
-	-	-	Capital Charges	-
(127,700)	(69,850)	(69,850)	Recharges	(83,070)
-	(69,850)	(69,850)	Transfers to/from Reserves	-
(107,280)	**108,570**	**109,760**	**NET EXPENDITURE (Including Recharges and Capital Charges)**	**83,080**

ANALYSIS OF OUTTURN VARIATIONS

		COMMENTS
Base Budget 2023/24	**108,570**	
Employees	1,190	
Outturn 2023/24 (P6 Forecast)	**109,760**	

ANALYSIS OF BUDGET VARIATIONS

		COMMENTS
Base Budget 2023/24	**108,570**	
Employees	13,790	Annual increase in employee costs
Support Services	(95,910)	
Recharges	(13,220)	
Transfers to/From Reserves	69,850	Reduction in contribution from reserves as per MTFP
Base Budget 2024/25	**83,080**	

NOTES

REVENUE BUDGET				
SERVICE	**Policy and Performance**			
SERVICE DESCRIPTION	Responsible for development and oversight of business planning, corporate strategy, policy and performance management, programme management, Overview and Scrutiny, data protection, freedom of information & equalities.			
SERVICE MANAGER	Head of Performance and Policy			
BUDGET MANAGER	Head of Performance and Policy			

ACTUAL 2022/23 £	**BUDGET 2023/24 £**	**PROJECTED OUTTURN 2023/24 £**	**DETAIL**	**ESTIMATE 2024/25 £**
			EXPENDITURE	
258,050	306,120	306,120	Employees	281,770
-	-	-	Premises	-
31,281	10,430	10,430	Supplies and Services	23,300
4,170	5,130	5,130	Transport	3,050
293,501	**321,680**	**321,680**	**TOTAL EXPENDITURE**	**308,120**
			INCOME	
(5,149)	-	-	Grants	-
-	-	-	Fees and Charges	-
288,352	**321,680**	**321,680**	**NET CONTROLLABLE EXPENDITURE**	**308,120**
			RECHARGES & CAPITAL CHARGES	
42,210	48,450	48,450	Support Services	63,220
-	-	-	Capital Charges	-
(129,730)	(123,380)	(123,380)	Recharges	(129,980)
-	-	-	Transfers to/from Reserves	-
200,832	**246,750**	**246,750**	**NET EXPENDITURE (Including Recharges and Capital Charges)**	**241,360**

ANALYSIS OF OUTTURN VARIATIONS		
		COMMENTS
Base Budget 2023/24	**246,750**	
Outturn 2023/24 (P6 Forecast)	**246,750**	

ANALYSIS OF BUDGET VARIATIONS		
		COMMENTS
Base Budget 2023/24	**246,750**	
Employees	17,250	Annual increase in employee costs
Employees	(2,680)	Employee based insurances
Employees	(38,920)	Funding & Partnership Officer post
Supplies & Services	12,870	Pentana & Acorn software
Transport	(2,080)	Cash Alternative for Funding and Partnership Officer post
Support Services	14,770	
Recharges	(6,600)	
Base Budget 2024/25	**241,360**	

NOTES

REVENUE BUDGET				
SERVICE		**Democratic Representation**		
SERVICE DESCRIPTION		Member support and administration of the council's committees		
SERVICE MANAGER		Head of Performance and Policy		
BUDGET MANAGER		Member Services Manager		
ACTUAL 2022/23 £	**BUDGET 2023/24 £**	**PROJECTED OUTTURN 2023/24 £**	**DETAIL**	**ESTIMATE 2024/25 £**
			EXPENDITURE	
247,575	224,360	229,280	Employees	237,020
6,120	1,000	1,350	Premises	-
435,078	464,660	433,330	Supplies and Services	452,260
3,202	3,350	3,350	Transport	3,350
691,976	**693,370**	**667,310**	**TOTAL EXPENDITURE**	**692,630**
			INCOME	
-	-	-	Grants	-
-	-	-	Fees and Charges	-
691,976	**693,370**	**667,310**	**NET CONTROLLABLE EXPENDITURE**	**692,630**
			RECHARGES & CAPITAL CHARGES	
266,540	380,500	380,500	Support Services	328,730
-	-	-	Capital Charges	-
(138,210)	(159,630)	(159,630)	Recharges	(153,350)
-	-	-	Transfers to/from Reserves	-
820,306	**914,240**	**888,180**	**NET EXPENDITURE (Including Recharges and Capital Charges)**	**868,010**

ANALYSIS OF OUTTURN VARIATIONS		
		COMMENTS
Base Budget 2023/24	**914,240**	
Employees	4,920	
Premises	350	
Supplies & Services	(31,330)	Reduction in Special responsibility allowance due to new committee structure following May 2023 Election
Outturn 2023/24 (P6 Forecast)	**888,180**	

ANALYSIS OF BUDGET VARIATIONS		
		COMMENTS
Base Budget 2023/24	**914,240**	
Employees	12,660	Annual increase in employee costs
Premises	(1,000)	
Supplies and Services	(12,400)	Net reduction in costs following implementation of new committee structure
Support Services	(51,770)	
Recharges	6,280	
Base Budget 2024/25	**868,010**	

NOTES

REVENUE BUDGET				
SERVICE			**Mayor**	
SERVICE DESCRIPTION			Mayoral Costs	
SERVICE MANAGER			Head of Performance and Policy	
BUDGET MANAGER			Member Services Manager	
ACTUAL 2022/23 £	**BUDGET 2023/24 £**	**PROJECTED OUTTURN 2023/24 £**	**DETAIL**	**ESTIMATE 2024/25 £**
			EXPENDITURE	
24,221	22,150	22,150	Employees	23,290
-	-	-	Premises	-
25,503	19,010	22,280	Supplies and Services	17,500
17,566	12,100	15,100	Transport	15,100
67,290	**53,260**	**59,530**	**TOTAL EXPENDITURE**	**55,890**
			INCOME	
-	-	-	Grants	-
(8,073)	-	-	Fees and Charges	-
59,217	**53,260**	**59,530**	**NET CONTROLLABLE EXPENDITURE**	**55,890**
			RECHARGES & CAPITAL CHARGES	
11,880	8,710	8,710	Support Services	10,380
-	-	-	Capital Charges	-
-	-	-	Recharges	-
-	-	-	Transfers to/from Reserves	-
71,097	**61,970**	**68,240**	**NET EXPENDITURE (Including Recharges and Capital Charges)**	**66,270**

ANALYSIS OF OUTTURN VARIATIONS		
		COMMENTS
Base Budget 2023/24	**61,970**	
Supplies and Services	3,270	
Transport	3,000	Additional costs of hiring Mayoral transport
Outturn 2023/24 (P6 Forecast)	**68,240**	

ANALYSIS OF BUDGET VARIATIONS		
		COMMENTS
Base Budget 2023/24	**61,970**	
Employees	1,140	Annual increase in employee costs
Supplies and Services	(1,510)	
Transport	3,000	Additional costs of hiring Mayoral transport
Support Services	1,670	
Base Budget 2024/25	**66,270**	

NOTES

REVENUE BUDGET				
SERVICE			**Single Grants Gateway**	
SERVICE DESCRIPTION			Council grants to support voluntary and community sector organisations in the borough. This also includes a budget for Member Grants.	
SERVICE MANAGER			Head of Performance and Policy	
BUDGET MANAGER			Funding & Partnership Officer	
ACTUAL 2022/23 £	**BUDGET 2023/24 £**	**PROJECTED OUTTURN 2023/24 £**	**DETAIL**	**ESTIMATE 2024/25 £**
			EXPENDITURE	
-	-	-	Employees	-
-	-	-	Premises	-
374,547	367,750	367,750	Supplies and Services	289,250
-	-	-	Transport	-
374,547	**367,750**	**367,750**	**TOTAL EXPENDITURE**	**289,250**
			INCOME	
(24,000)	(22,140)	(22,140)	Grants	(24,000)
-	-	-	Fees and Charges	-
350,547	**345,610**	**345,610**	**NET CONTROLLABLE EXPENDITURE**	**265,250**
			RECHARGES & CAPITAL CHARGES	
-	-	-	Support Services	-
-	-	-	Capital Charges	-
-	-	-	Recharges	-
-	-	-	Transfers to/from Reserves	-
350,547	**345,610**	**345,610**	**NET EXPENDITURE (Including Recharges and Capital Charges)**	**265,250**

ANALYSIS OF OUTTURN VARIATIONS		
		COMMENTS
Base Budget 2023/24	**345,610**	
Outturn 2023/24 (P6 Forecast)	**345,610**	

ANALYSIS OF BUDGET VARIATIONS		
		COMMENTS
Base Budget 2023/24	**345,610**	
Supplies and Services	**(1,500)**	
Supplies and Services	**(47,000)**	Members Grants (reduction based on historical take up of grants)
Supplies and Services	**(30,000)**	St Mary's church annual grant moved to Economic Development budget
Grants	**(1,860)**	
Base Budget 2024/25	**265,250**	

NOTES

SUBJECTIVE ANALYSIS - 2024/25 ESTIMATE				
Solicitor To The Council And Monitoring Officer				
ACTUAL 2022/23 £	**BUDGET 2023/24 £**	**PROJECTED OUTTURN 2023/24 £**	**DETAIL**	**ESTIMATE 2024/25 £**
351,809	457,630	466,640	Electoral Services	491,120
(108,564)	(44,070)	(44,070)	Legal	-
243,246	**413,560**	**422,570**	**SERVICE EXPENDITURE**	**491,120**

SUBJECTIVE ANALYSIS - 2024/25 ESTIMATE Solicitor To The Council And Monitoring Officer			
	Electoral Services	**Legal**	**Total**
EXPENDITURE			
Employees	229,590	952,530	1,182,120
Premises	-	-	-
Supplies and Services	85,910	75,400	161,310
Transport	3,850	34,950	38,800
TOTAL EXPENDITURE	319,350	1,062,880	1,382,230
INCOME			
Grants	-	-	-
Fees & Charges	(2,240)	(200,000)	(202,240)
TOTAL INCOME	(2,240)	(200,000)	(202,240)
NET CONTROLLABLE EXPENDITURE	**317,110**	**862,880**	**1,179,990**
NON CONTROLLABLE ITEMS			
Support Services	118,760	168,980	287,740
Capital Charges	-	-	-
Recharges	-	(1,031,860)	(1,031,860)
Transfers to/from Reserves	55,250	-	55,250
TOTAL NON-CONTROLLABLE ITEMS	174,010	(862,880)	(688,870)
NET EXPENDITURE	**491,120**	**-**	**491,120**

REVENUE BUDGET	
SERVICE	**Electoral Services**
SERVICE DESCRIPTION	The administration of the elections and the maintenance of the electoral role. The cost of the KCC and the parliamentary elections are recovered
SERVICE MANAGER	Solicitor to the Council and Monitoring Officer
BUDGET MANAGER	Electoral Services Manager

ACTUAL 2022/23 £	BUDGET 2023/24 £	PROJECTED OUTTURN 2023/24 £	DETAIL	ESTIMATE 2024/25 £
			EXPENDITURE	
179,740	218,900	224,800	Employees	229,590
-	-	-	Premises	-
68,171	88,610	110,720	Supplies and Services	85,910
3,392	3,850	3,850	Transport	3,850
251,303	**311,360**	**339,370**	**TOTAL EXPENDITURE**	**319,350**
			INCOME	
(21,907)	-	(19,000)	Grants	-
(3,007)	(2,240)	(2,240)	Fees and Charges	(2,240)
226,389	**309,120**	**318,130**	**NET CONTROLLABLE EXPENDITURE**	**317,110**
			RECHARGES & CAPITAL CHARGES	
70,170	93,260	93,260	Support Services	118,760
-	-	-	Capital Charges	-
-	-	-	Recharges	-
55,250	55,250	55,250	Transfers to/from Reserves	55,250
351,809	**457,630**	**466,640**	**NET EXPENDITURE (Including Recharges and Capital Charges)**	**491,120**

ANALYSIS OF OUTTURN VARIATIONS

		COMMENTS
Base Budget 2023/24	**457,630**	
Employees	5,900	
Supplies & Services	2,110	
Supplies & Services	20,000	Canvassers Fees
Grants	(19,000)	Government Grant
Outturn 2023/24 (P6 Forecast)	**466,640**	

ANALYSIS OF BUDGET VARIATIONS

		COMMENTS
Base Budget 2023/24	**457,630**	
Employees	10,690	Annual increase in employee costs
Supplies and Services	(2,700)	
Support Services	25,500	
Base Budget 2024/25	**491,120**	

NOTES

REVENUE BUDGET				
SERVICE	**Legal**			
SERVICE DESCRIPTION	Providing Legal services to all departments and ensuring full compliance with Member Code of Conduct and Monitoring Officer Duties			
SERVICE MANAGER	Solicitor to the Council and Monitoring Officer			
BUDGET MANAGER	Principal Litigator & Practice Manager			
ACTUAL 2022/23 £	**BUDGET 2023/24 £**	**PROJECTED OUTTURN 2023/24 £**	**DETAIL**	**ESTIMATE 2024/25 £**
			EXPENDITURE	
854,894	894,230	894,230	Employees	952,530
-	-	-	Premises	-
88,021	64,750	64,750	Supplies and Services	75,400
21,076	31,900	31,900	Transport	34,950
963,990	**990,880**	**990,880**	**TOTAL EXPENDITURE**	**1,062,880**
			INCOME	
(15,480)	-	-	Grants	-
(149,793)	(200,000)	(200,000)	Fees and Charges	(200,000)
798,716	**790,880**	**790,880**	**NET CONTROLLABLE EXPENDITURE**	**862,880**
			RECHARGES & CAPITAL CHARGES	
112,360	176,880	176,880	Support Services	168,980
-	-	-	Capital Charges	-
(1,019,640)	(1,011,830)	(1,011,830)	Recharges	(1,031,860)
-	-	-	Transfers to/from Reserves	-
(108,564)	**(44,070)**	**(44,070)**	**NET EXPENDITURE (Including Recharges and Capital Charges)**	**-**

ANALYSIS OF OUTTURN VARIATIONS		
		COMMENTS
Base Budget 2023/24	**(44,070)**	
Outturn 2023/24 (P6 Forecast)	**(44,070)**	

ANALYSIS OF BUDGET VARIATIONS		
		COMMENTS
Base Budget 2023/24	**(44,070)**	
Employees	58,300	Annual increase in employee costs
Supplies & Services	2,550	
Supplies & Services	8,100	Increase in online subscriptions for Iken (time recording system) and online publications subscription
Transport	3,050	
Support Services	(7,900)	
Recharges	(20,030)	
Base Budget 2024/25	**-**	

NOTES

REVENUE BUDGET				
Head of Development Manager				
ACTUAL 2022/23 £	**BUDGET 2023/24 £**	**PROJECTED OUTTURN 2023/24 £**	**DETAIL**	**ESTIMATE 2024/25 £**
45,067	130	130	Project Delivery Team	30
45,067	**130**	**130**	**SERVICE EXPENDITURE**	**30**

SUBJECTIVE ANALYSIS - 2024/25 ESTIMATE Head of Development Manager		
	Project Delivery Team	**Total**
EXPENDITURE		
Employees	740,470	740,470
Premises	-	-
Supplies and Services	9,890	9,890
Transport	32,200	32,200
TOTAL EXPENDITURE	782,560	782,560
INCOME		
Grants	-	-
Fees & Charges	-	-
TOTAL INCOME	-	-
NET CONTROLLABLE EXPENDITURE	**782,560**	**782,560**
NON CONTROLLABLE ITEMS		
Support Services	86,900	86,900
Capital Charges	-	-
Recharges	(869,430)	(869,430)
Transfers to/from Reserves	-	-
TOTAL NON-CONTROLLABLE ITEMS	(782,530)	(782,530)
NET EXPENDITURE	**30**	**30**

REVENUE BUDGET	
SERVICE	**Project Delivery Team**
SERVICE DESCRIPTION	Provides professional skills and services such as Project Management, building design, quantity surveying and drainage engineering for council projects including corporate and operational across capital and revenue budgets. Includes the statutory service for Land Drainage.
SERVICE MANAGER	Head of Development
BUDGET MANAGER	Head of Development

ACTUAL 2022/23 £	BUDGET 2023/24 £	PROJECTED OUTTURN 2023/24 £	DETAIL	ESTIMATE 2024/25 £
			EXPENDITURE	
443,698	477,790	516,180	Employees	740,470
-	-	-	Premises	-
14,976	10,000	17,780	Supplies and Services	9,890
20,913	20,970	20,970	Transport	32,200
479,587	**508,760**	**554,930**	**TOTAL EXPENDITURE**	**782,560**
			INCOME	
-	-	-	Grants	-
-	-	-	Fees and Charges	-
479,587	**508,760**	**554,930**	**NET CONTROLLABLE EXPENDITURE**	**782,560**
			RECHARGES & CAPITAL CHARGES	
76,520	61,870	61,870	Support Services	86,900
-	-	-	Capital Charges	-
(511,040)	(570,500)	(616,670)	Recharges	(869,430)
-	-	-	Transfers to/from Reserves	-
45,067	**130**	**130**	**NET EXPENDITURE (Including Recharges and Capital Charges)**	**30**

ANALYSIS OF OUTTURN VARIATIONS		
		COMMENTS
Base Budget 2023/24	**130**	
Employees	38,390	Salary pressure from implementatoin of new structure
Supplies and Services	7,780	Subscription for design software
Recharges	(46,170)	Recharge of service to capital schemes
Outturn 2023/24 (P6 Forecast)	**130**	

ANALYSIS OF BUDGET VARIATIONS		
		COMMENTS
Base Budget 2023/24	**130**	
Employees	226,720	4 new posts due to new structure
Employees	35,960	Annual increase in employee costs
Supplies and Services	(110)	
Transport	11,230	Lease car/cash alternatice for new posts in structure
Support Services	25,030	
Recharges	(298,930)	Staff recharged to projects
Base Budget 2024/25	**30**	

NOTES

REVENUE BUDGET				
SERVICE			**Net Interest and Capital Charges**	
SERVICE DESCRIPTION			Includes the Income earned on investments and interest payable on borrowing, the reversal of Capital Charges (contra entries) is also shown	
SERVICE MANAGER			Service Lead Finance	
BUDGET MANAGER			Service Lead Finance	
ACTUAL 2022/23 £	**BUDGET 2023/24 £**	**PROJECTED OUTTURN 2023/24 £**	**DETAIL**	**BUDGET 2024/25 £**
			EXPENDITURE	
-	-	-	Leasing	0
(542,545)	(955,670)	(955,670)	Item 8 Credit	(1,955,000)
-	-	-	Debt Mgt Charges to HRA	-
66,921	110,980	110,980	Item 8 Debit	273,750
1,447,972	4,212,280	4,640,500	Interest Paid	7,033,140
1,462,108	1,719,210	1,719,210	MRP	1,819,010
2,434,456	**5,086,800**	**5,515,020**	**TOTAL EXPENDITURE**	**7,170,900**
			INCOME	
(3,490,760)	(3,677,000)	(3,640,300)	Fees and Charges	(3,950,660)
(1,056,304)	**1,409,800**	**1,874,720**	**NET CONTROLLABLE EXPENDITURE**	**3,220,240**
			RECHARGES & CAPITAL CHARGES	
(1,942,000)	(2,144,300)	(2,144,300)	Capital Charges	(2,582,200)
(2,998,304)	**(734,500)**	**(269,580)**	**NET EXPENDITURE**	**638,040**

ANALYSIS OF OUTTURN VARIATIONS		
		COMMENTS
Base Budget 2023/24	**(734,500)**	
Interest Paid	428,220	Increase in debt expense due to interest rate increases
Fees and Charges	36,700	
Outturn 2023/24(P6 Forecast)	**(269,580)**	

ANALYSIS OF BUDGET VARIATIONS		
		COMMENTS
Base Budget 2023/24	**(734,500)**	
Charge to/from HRA	(836,560)	Increase in interest payable by HRA on internal borrowing
Interest paid	2,820,860	Rise in interest rates has increased borrowing costs
MRP	99,800	Increase in statutory repayment
Fees and Charges	(273,660)	Increase in strategic and short term investment returns
Capital Charges	(437,900)	Movement in capital charges
Budget 2024/25	**638,040**	

REVENUE BUDGET				
Housing Revenue Account				
ACTUAL **2022/23** **£**	**BUDGET** **2023/24** **£**	**PROJECTED OUTTURN** **2023/24** **£**	**DETAIL**	**ESTIMATE** **2024/25** **£**
9,847,132	6,531,770	6,881,230	Supervision & Management	7,648,170
(29,338,722)	(30,346,700)	(30,685,250)	Income	(33,045,850)
185,450	105,340	158,160	New Builds	69,370
14,958,473	19,520,830	18,901,200	Other	20,379,470
4,422,676	5,333,360	6,014,890	Repairs & Maintenance	6,509,870
75,009	**1,144,600**	**1,270,230**	**SERVICE EXPENDITURE**	**1,561,030**

SUBJECTIVE ANALYSIS - 2024/25 ESTIMATE Housing Revenue Account						
	Supervision & Management	**Income**	**New Builds**	**Other**	**Repairs & Maintenance**	**Total**
EXPENDITURE						
Employees	2,934,450	-	-	-	2,368,690	5,303,140
Premises	1,597,490	-	-	-	3,731,150	5,328,640
Supplies and Services	949,940	-	66,200	222,000	62,620	1,300,760
Transport	118,070	-	-	-	110,950	229,020
TOTAL EXPENDITURE	5,599,950	-	66,200	222,000	6,273,410	12,161,560
INCOME						
Grants	-	-	-	(2,999,850)	-	(2,999,850)
Fees & Charges	(295,300)	(33,045,850)	(8,000)	-	(26,200)	(33,375,350)
TOTAL INCOME	(295,300)	(33,045,850)	(8,000)	(2,999,850)	(26,200)	(36,375,200)
NET CONTROLLABLE EXPENDITURE	**5,304,650**	**(33,045,850)**	**58,200**	**(2,777,850)**	**6,247,210**	**(24,213,640)**
NON CONTROLLABLE ITEMS						
Support Services	2,507,850	-	11,170	975,830	262,660	3,757,510
Capital Charges	-	-	-	22,181,490	-	22,181,490
Recharges	(164,330)	-	-	-	-	(164,330)
Transfers to/from Reserves	-	-	-	-	-	-
TOTAL NON-CONTROLLABLE ITEMS	2,343,520	-	11,170	23,157,320	262,660	25,774,670
NET EXPENDITURE	**7,648,170**	**(33,045,850)**	**69,370**	**20,379,470**	**6,509,870**	**1,561,030**

REVENUE BUDGET				
SERVICE	**Supervision & Management**			
SERVICE DESCRIPTION	Core operating costs for the HRA			
SERVICE MANAGER	Assistant Director of Housing			
BUDGET MANAGER	Housing Operations Manager, Income and Neighbourhoods			

ACTUAL 2022/23 £	BUDGET 2023/24 £	PROJECTED OUTTURN 2023/24 £	DETAIL	ESTIMATE 2024/25 £
			EXPENDITURE	
2,766,939	2,480,470	2,353,340	Employees	2,934,450
1,767,948	1,232,310	1,501,610	Premises	1,597,490
731,186	801,830	999,910	Supplies and Services	949,940
133,796	125,190	135,490	Transport	118,070
5,399,869	**4,639,800**	**4,990,350**	**TOTAL EXPENDITURE**	**5,599,950**
			INCOME	
(24,781)	-	(17,500)	Grants	-
(167,725)	(48,970)	(52,070)	Fees and Charges	(295,300)
5,207,363	**4,590,830**	**4,920,780**	**NET CONTROLLABLE EXPENDITURE**	**5,304,650**
			RECHARGES & CAPITAL CHARGES	
1,964,208	2,065,560	2,085,070	Support Services	2,507,850
2,850,000	-	-	Capital Charges	-
(123,120)	(124,620)	(124,620)	Recharges	(164,330)
(51,320)	-	-	Transfers to/from Reserves	-
9,847,132	**6,531,770**	**6,881,230**	**NET EXPENDITURE (Including Recharges and Capital Charges)**	**7,648,170**

ANALYSIS OF OUTTURN VARIATIONS

		COMMENTS
Base Budgets 2023/24	**6,531,770**	
Employees	(127,130)	Vacancy salary savings
Premises	46,000	Inflationary increase in utilities in shared areas and void units
Premises	190,000	Inflationary increase in utilities for independent living schemes
Premises	5,000	Skip hire offered to residents to reduce fly tipping
Premises	24,500	Compensation payments
Premises	3,800	Various increases in premises costs across the HRA
Supplies and Services	112,380	Increase in software cost including installation costs of repairs management software for the in-house repairs team
Supplies and Services	26,500	Consultancy cost to ensure HRA is regulator ready
Supplies and Services	15,470	Increase in Ombudsman charge
Supplies and Services	24,500	Professional fees for legal work to work through back log of disrepairs claims
Supplies and Services	13,950	Tablets for use of systems when not in the office and on-site
Supplies and Services	5,280	Misc inflationery service increases
Transport	10,300	Increase in lease car and cash alternative
Grants	(17,500)	Post funded by decarbonisation grant
Fees and Charges	(3,100)	Private works from Electrical Team
Support Services	19,510	
Outturn 2023/24 (Q2 Forecast)	**6,881,230**	

ANALYSIS OF BUDGET VARIATIONS

		COMMENTS
Base budget 2023/24	**6,531,770**	
Employees	128,720	Incremental salary increases
Employees	114,930	New Kent Housing Group posts rechargeable
Employees	74,970	Net movement of new posts and removal of posts
Employees	(34,950)	Post moving to repairs team
Employees	60,130	New post and salary regrades in ESD team
Employees	14,300	Out of hours call out fees in ESD team
Employees	95,880	2 x new electricion posts
Premises	(88,340)	Saving in premises insurance
Premises	35,000	Increase in Council Tax from the change of Class C & D discount
Premises	380,000	Increase in utility bills at Independent Living properties
Premises	(6,700)	Business rates saving from moving ESD unit into the new repairs team unit
Premises	45,220	Premise cost for Henwood units
Supplies and Services	69,330	Increase in computer software and system costs
Supplies and Services	21,310	Increase in Ombudsman charge
Supplies and Services	18,590	Management fees for shared properties
Supplies and Services	9,000	Housing audit for pooling
Supplies and Services	(21,330)	Reduciton in tenants participation consultancy costs
Supplies and Services	13,770	Tablets for use of systems when not in the office and on-site
Supplies and Services	13,260	Increase in leaseholders premium insurance
Supplies and Services	24,180	Henwood kitting out costs and misc inflationery increases
Transport	(7,120)	Reduction in lease car and cash alternative
Fees and Charges	(114,930)	New posts paid for by Kent Housing Group
Fees and Charges	(131,400)	Rent and Housing Benefit from Henwood Units
Support Services	442,290	
Recharges	(39,710)	
Base budget 2024/25	**7,648,170**	

REVENUE BUDGET				
SERVICE			**HRA - Income**	
SERVICE DESCRIPTION			Income collected from Council Tenants, Service Charges and Supporting People Income	
SERVICE MANAGER			Assistant Director of Housing	
BUDGET MANAGER			Housing Operations Manager, Income and Neighbourhoods	
ACTUAL 2022/23 £	**BUDGET 2023/24 £**	**PROJECTED OUTTURN 2023/24 £**	**DETAIL**	**ESTIMATE 2024/25 £**
			EXPENDITURE	
-	-	-	Employees	-
-	-	-	Premises	-
-	-	-	Supplies and Services	-
-	-	-	Transport	-
-	**-**	**-**	**TOTAL EXPENDITURE**	**-**
			INCOME	
-	-	-	Fees and charges	-
(28,065,477)	(29,061,940)	(29,400,490)	Dwelling Rents	(31,662,480)
(1,273,245)	(1,284,760)	(1,284,760)	Service Charges	(1,383,370)
(29,338,722)	**(30,346,700)**	**(30,685,250)**	**NET CONTROLLABLE EXPENDITURE**	**(33,045,850)**
			RECHARGES & CAPITAL CHARGES	
-	-	-	Support Services	-
-	-	-	Capital Charges	-
-	-	-	Recharges	-
-	-	-	Transfers to/from Reserves	-
(29,338,722)	**(30,346,700)**	**(30,685,250)**	**NET EXPENDITURE (Including Recharges and Capital Charges)**	**(33,045,850)**

ANALYSIS OF OUTTURN VARIATIONS		
		COMMENTS
Base Budgets 2023/24	**(30,346,700)**	
Dwelling Rents	(338,550)	Additional rental income
Outturn 2023/24 (Q2 Forecast)	**(30,685,250)**	

ANALYSIS OF BUDGET VARIATIONS		
		COMMENTS
Base budget 2023/24	**(30,346,700)**	
Dwelling Rents	(2,600,540)	Increase in rental income for rent uplift
Service Charges	(98,610)	Increase in service charge to tenants
Base budget 2024/25	**(33,045,850)**	

REVENUE BUDGET				
SERVICE			**HRA - New Builds**	
SERVICE DESCRIPTION			This cost centre captures the cost of exploring new housing development opportunities	
SERVICE MANAGER			Assistant Director of Housing	
BUDGET MANAGER			Housing Development & Regeneration Manager	
ACTUAL 2022/23 £	**BUDGET 2023/24 £**	**PROJECTED OUTTURN 2023/24 £**	**DETAIL**	**ESTIMATE 2024/25 £**
			EXPENDITURE	
5,383	5,500	5,500	Employees	-
(55,221)	-	5,950	Premises	-
85,086	101,830	148,700	Supplies and Services	66,200
-	-	-	Transport	-
35,248	**107,330**	**160,150**	**TOTAL EXPENDITURE**	**66,200**
			INCOME	
(20,000)	-	-	Grants	-
(11,467)	(8,000)	(8,000)	Fees and Charges	(8,000)
3,781	**99,330**	**152,150**	**NET CONTROLLABLE EXPENDITURE**	**58,200**
			RECHARGES & CAPITAL CHARGES	
181,669	6,010	6,010	Support Services	11,170
-	-	-	Capital Charges	-
-	-	-	Recharges	-
-	-	-	Transfers to/from Reserves	-
185,450	**105,340**	**158,160**	**NET EXPENDITURE (Including Recharges and Capital Charges)**	**69,370**

ANALYSIS OF OUTTURN VARIATIONS		
		COMMENTS
Base Budgets 2023/24	**105,340**	
Premises	5,950	
Supplies and Services	8,000	Legal fees for advice sorrounding sale of HRA properties
Supplies and Services	30,000	Increase in consultancy fees
Supplies and Services	9,000	Taxation advise sorrounding stamp duty
Supplies and Services	(130)	
Outturn 2023/24 (Q2 Forecast)	**158,160**	

ANALYSIS OF BUDGET VARIATIONS		
		COMMENTS
Base budget 2023/24	**105,340**	
Employees	(5,500)	Training no longer needed
Supplies and Services	(35,630)	Reduction in consultancy, planning application and land registry fees surrounding projects
Support Services	5,160	
Base budget 2024/25	**69,370**	

REVENUE BUDGET				
SERVICE			**HRA - Other**	
SERVICE DESCRIPTION			Includes the PFI contract, Capital Charges, Corporate and Democratic costs, Staff Superannuation costs and the Bad Debt Provision	
SERVICE MANAGER			Assistant Director of Housing	
BUDGET MANAGER			Assistant Director of Housing	
ACTUAL 2022/23 £	**BUDGET 2023/24 £**	**PROJECTED OUTTURN 2023/24 £**	**DETAIL**	**ESTIMATE 2024/25 £**
			EXPENDITURE	
-	-	-	Employees	-
-	-	-	Premises	-
341,574	210,000	210,000	Supplies and Services	222,000
-	-	-	Transport	-
341,574	**210,000**	**210,000**	**TOTAL EXPENDITURE**	**222,000**
			INCOME	
(2,999,845)	(2,999,850)	(2,999,850)	Grants	(2,999,850)
(66,921)	-	-	Fees and Charges	-
(2,725,191)	**(2,789,850)**	**(2,789,850)**	**NET CONTROLLABLE EXPENDITURE**	**(2,777,850)**
			RECHARGES & CAPITAL CHARGES	
871,025	828,220	828,220	Support Services	975,830
16,812,639	21,576,540	20,956,910	Capital Charges	22,181,490
-	(94,080)	(94,080)	Recharges	-
-	-	-	Transfers to/from Reserves	-
14,958,473	**19,520,830**	**18,901,200**	**NET EXPENDITURE (Including Recharges and Capital Charges)**	**20,379,470**

ANALYSIS OF OUTTURN VARIATIONS		
		COMMENTS
Base Budgets 2023/24	**19,520,830**	
Capital Charges	(81,230)	Decrease in payment to PFI contractors
Capital Charges	(538,400)	Reduction in planned maintenance work
Outturn 2023/24 (Q2 Forecast)	**18,901,200**	

ANALYSIS OF BUDGET VARIATIONS		
		COMMENTS
Base budget 2023/24	**19,520,830**	
Supplies and Services	12,000	Increase in bad debt provision
Capital Charges	6,000	Increase in debt management expenses
Capital Charges	170,750	Increase in payment to PFI contractors
Capital Charges	417,200	Increase in depreciation expense
Capital Charges	(3,850,000)	Decrease in debt repayments
Capital Charges	2,361,000	Increase in interest on long term loans
Capital Charges	1,500,000	Revenue funding of capital expenditure
Support Services	147,610	HRA share of corporate management
Recharges	94,080	Increase in recharges with general fund
Base budget 2024/25	**20,379,470**	

REVENUE BUDGET				
SERVICE	**HRA - Repairs**			
SERVICE DESCRIPTION	Revenue repairs associated with the maintenance of around 5,200 properties			
SERVICE MANAGER	Assistant Director of Housing			
BUDGET MANAGER	Housing Asset Manager			

ACTUAL 2022/23 £	BUDGET 2023/24 £	PROJECTED OUTTURN 2023/24 £	DETAIL	ESTIMATE 2024/25 £
			EXPENDITURE	
-	862,020	1,125,280	Employees	2,368,690
4,647,824	4,352,800	4,745,800	Premises	3,731,150
47,558	26,500	51,770	Supplies and Services	62,620
-	31,890	31,890	Transport	110,950
4,695,382	**5,273,210**	**5,954,740**	**TOTAL EXPENDITURE**	**6,273,410**
			INCOME	
-	-	-	Grants	-
(278,005)	(37,000)	(37,000)	Fees and Charges	(26,200)
4,417,377	**5,236,210**	**5,917,740**	**NET CONTROLLABLE EXPENDITURE**	**6,247,210**
			RECHARGES & CAPITAL CHARGES	
5,299	97,150	97,150	Support Services	262,660
-	-	-	Capital Charges	-
-	-	-	Recharges	-
-	-	-	Transfers to/from Reserves	-
4,422,676	**5,333,360**	**6,014,890**	**NET EXPENDITURE (Including Recharges and Capital Charges)**	**6,509,870**

ANALYSIS OF OUTTURN VARIATIONS

		COMMENTS
Base Budgets 2023/24	**5,333,360**	
Employees	263,260	Salary costs from additional posts following new repairs team structure
Premises	140,000	Stock condition survey
Premises	253,000	Increase in responsive repair works
Supplies and Services	7,200	Consultancy work for compliancy checks
Supplies and Services	13,000	Consultancy work for valuers
Supplies and Services	5,070	Tablets for use of systems when not in the office and on-site
Outturn 2023/24 (Q2 Forecast)	**6,014,890**	

ANALYSIS OF BUDGET VARIATIONS

		COMMENTS
Base budget 2023/24	**5,333,360**	
Employees	333,530	Salary costs from additional posts following new repairs team structure
Employees	34,950	Post transferred from Admin
Employees	1,138,190	Salary costs for bringing in-house the repairs team
Premises	(1,140,850)	Reduction in labour costs from bringing in-house repairs team
Premises	19,200	Business rates and other costs for repairs unit
Premises	500,000	Stock condition survey
Supplies and Services	7,830	Benchmarking software
Supplies and Services	13,000	Consultancy work for valuers
Supplies and Services	4,550	Tablets for use of systems when not in the office and on-site
Supplies and Services	7,450	Door entry systems line charges
Supplies and Services	3,290	
Transport	12,060	Lease car/cash alternative for new posts in repairs team
Transport	67,000	Lease, repair and fuel costs for new vans for repairs team
Fees and Charges	10,800	Reduction in work recharged to tenants following reduction in expenditure
Support Services	165,510	
Base budget 2024/25	**6,509,870**	

Summary of HRA Capital Works - Excludes New Build & Sheltered Scheme Capital Projects				
Planned Work	**2022/23 Actuals £'000's**	**2023/24 Original Budget £'000's**	**2023/24 Current Estimate £'000's**	**2024/25 Estimate £'000's**
Insulation	360	189	250	250
Central Heating	1,170	625	575	700
Adaptations For The Disabled	772	814	750	600
Structural Works	515	0	80	80
Re-Roofing	22	371	300	2,994
Water Mains Replacement	87	52	70	170
Kitchen Refurbishments	715	713	920	1,256
Rewiring	0	25	25	25
Bathroom Refurbishment	169	321	360	916
Sheltering Accommodation Improvements	68	0	15	15
External Walls	352	233	233	450
Fire Safety Work	8	0	10	50
Replacesment Windows	48	1,563	780	4,746
PV Panel Insulation	0	0	0	0
Contingency				
	4,286	**4,906**	**4,368**	**12,252**

Capital Programme 2024/25 - 2026/27						
	Current budget £	**Previous Expenditure £**	**2023/24 £**	**2024/25 £**	**2025/26 £**	**2026/27 £**
Corporate Property and Projects						
Planned Minor Capital Works for General Fund Assets	2,000,000	0	500,000	500,000	500,000	500,000
Ellingham Roof	1,300,000	49,720	1,290	1,248,990	0	
Provisional for Economic Investment & Regeneration Board	8,000,000	0	2,000,000	2,000,000	2,000,000	2,000,000
Property Company Acquisitions - based on current business plan	119,755,047	39,055,047	400,000	10,300,000	35,000,000	35,000,000
Phase 1 Relocation of Civic Centre Offices	1,750,000	0	100,000	1,650,000		
Solar PV (various sites)	3,500,400	73,210			3,427,190	
Carlton Road Solar PV	500,000	7,380	492,620			
Stour Centre Solar PV	6,800,000	3,468	349,000	6,447,532		
Nutrient Neutrality	3,510,000	189,745	250,000	3,070,255	0	
Decarbonisation International House	2,405,000			112,200	2,292,800	
Newtown Works Phase 1	72,248,000	12,596,000	2,000,000	40,193,351	17,458,649	
Newtown Works Phase 2	50,000,000			17,000,000	33,000,000	
Newtown Works Levelling Up Fund	14,773,745	3,854,888	6,635,568	4,283,289		
Project Green	90,494	90,494				
Street Lighting Replacement	1,100,000	921,932	78,067	100,000		
Park Mall Redevelopment	200,000			200,000		
Ninn Lane	1,700,000			1,700,000		
Total - Corporate Property and Projects	**289,632,686**	**56,841,884**	**12,806,545**	**88,805,618**	**93,678,639**	**37,500,000**
Housing						
Mandatory Disabled Facility Grants						
Expenditure	3,098,411	0	1,028,254	1,035,079	1,035,079	
External Funding	(3,008,411)	0	(938,254)	(1,035,079)	(1,035,079)	
ABC Contribution	90,000	0	90,000	0	0	
Total - Housing	**3,098,411**	**0**	**1,028,254**	**1,035,079**	**1,035,079**	**0**
Information Technology						
Digital Transformation	650,000	178,848	30,000	335,000	106,153	
Total - Information Technology	**650,000**	**178,848**	**30,000**	**335,000**	**106,153**	**0**
Culture & the Environment						
Single Grants Gateway Fund	300,000	0	75,000	75,000	75,000	75,000
Conningbrook Lakes Country Park development	2,353,200	143,137	50,000	2,160,063		
Play Parks	1,100,000	953,661	10,000	136,339		
Finberry Community Centre	3,360,000			3,360,000		
Walking & Cycling	500,000			500,000		
Tenterden Leisure Procurement	2,000,000				2,000,000	
Total Gross Expenditure	**9,613,200**	**1,096,798**	**135,000**	**6,231,402**	**2,075,000**	**75,000**
External Funding	(6,213,200)	(143,137)	(50,000)	(6,020,063)	0	0
Net Expenditure	3,400,000	953,661	85,000	211,339	2,075,000	75,000
Total Culture & the Environment	**9,613,200**	**1,096,798**	**135,000**	**6,231,402**	**2,075,000**	**75,000**
Community Safety and Wellbeing						
Automatic Number Plate Recognition	320,000	97,115		222,885	**0**	**0**
Total Community Safety and Wellbeing	**320,000**	**97,115**	**0**	**222,885**	**0**	**0**
General Fund Total	**303,314,297**	**58,214,644**	**13,999,799**	**96,629,984**	**96,894,870**	**37,575,000**
Actual						
HRA Capital Works - as current business plan						
Programmed Works	38,573,698	Ongoing	3,997,200	11,372,066	11,640,466	11,563,966
Adaptions to Disabled Properties	2,400,000	Ongoing	600,000	600,000	600,000	600,000
Play Areas	186,000		6,000	180,000		
Street Purchases	27,500,000	Ongoing	7,500,000	12,500,000	7,500,000	
Local Authority Housing Fund Programme (Ukrainian and Afghanistan)	7,981,160	0	3,034,568	4,946,592		
Henwood Temporary Accommodation	7,608,092	327,665	3,801,142	3,479,285		
Digitalisation	20,000		20,000			
Decarbonisation	19,372,943	11,855	4,174,752	7,198,191	1,600,000	1,600,000
Lifeline	221,990		54,290	55,900	55,900	55,900
Court Wurtin	108,570		108,570			
55 Mabledon (Piper Joinery)	7,044,515				745,000	2,400,000
Oakleigh House	13,063,821	634,005	100,000			100,000
Coneybeare	10,021,442					3,066,666
Tile Kiln	4,315,000				500,000	1,250,000
Kent Wool Growers	39,100,000		4,100,000		11,666,667	11,666,667
Heathside	1,075,000			75,000	1,000,000	
Infill Sites	1,300,000			650,000	650,000	
Monypenny & Vicarage	11,245,854				1,000,000	3,000,000
Millview	1,175,000		120,000	1,055,000		
Pym House	8,000,000					
Repton Medical Centre	4,500,000				500,000	3,000,000
Hope House AR - High Halden s106	1,476,600		1,476,600			
Hope House SO - High Halden s106	984,400		984,400			
Chapmans Close	640,000		320,000	320,000		
	207,914,085	**973,525**	**30,397,522**	**42,432,034**	**37,458,033**	**38,303,199**
Total HRA	**207,914,085**	**973,525**	**30,397,522**	**42,432,034**	**37,458,033**	**38,303,199**
Total Capital Spend	**511,228,382**	**59,188,171**	**44,397,321**	**139,062,017**	**134,352,903**	**75,878,199**

Capital Programme 2024/25 - 2026/27						
	Current budget £	Previous Exp £	2023/24 £	2024/25 £	2025/26 £	2026/27 £
CAPITAL SUMMARY						
Corporate Property and Projects	**289,632,686**	**56,841,884**	**12,806,545**	**88,805,618**	**93,678,639**	**37,500,000**
Housing	**3,098,411**	**0**	**1,028,254**	**1,035,079**	**1,035,079**	**0**
Information Technology	**650,000**	**178,848**	**30,000**	**335,000**	**106,153**	**0**
Culture & the Environment	**9,613,200**	**1,096,798**	**135,000**	**6,231,402**	**2,075,000**	**75,000**
Community Safety and Wellbeing	**320,000**	**97,115**	**0**	**222,885**	**0**	**0**
GENERAL FUND	**303,314,297**	**58,214,644**	**13,999,799**	**96,629,984**	**96,894,870**	**37,575,000**
	0	**0**	**0**	**0**	**0**	**0**
HOUSING REVENUE ACCOUNT	**207,914,085**	**973,525**	**30,397,522**	**42,432,034**	**37,458,033**	**38,303,199**
	0	**0**	**0**	**0**		
TOTAL CAPITAL PROGRAMME	**511,228,382**	**59,188,171**	**44,397,321**	**139,062,017**	**134,352,903**	**75,878,199**

Funding Statement 2024/25 - 2026/27						
	Current budget £	Previous Exp £	2023/24 £	2024/25 £	2025/26 £	2026/27 £
Funding Source						
1-4-1 Capital Receipts - HRA	14,802,206		3,984,400	5,000,000	3,298,000	960,000
Other Capital Receipts - HRA	7,238,188		2,934,617	3,256,623	979,118	67,830
Capital Receipts - GF	390,000	0	165,000	75,000	75,000	75,000
Borrowing HRA	130,518,249	973,525	10,820,113	21,395,500	21,358,776	25,662,869
Borrowing GF	272,310,280	53,034,391	5,669,687	82,920,363	93,685,839	37,000,000
External grants & contributions HRA	22,153,930	0	3,752,242	6,251,688	1,185,000	4,482,500
External grants & contributions GF	25,600,356	3,998,025	7,623,822	11,450,631	2,527,879	0
Major Repairs Reserve HRA	24,607,650		4,906,150	4,071,500	8,500,000	7,130,000
Other Reserve HRA	8,593,861		4,000,000	2,456,722	2,137,139	
Other Reserve GF	5,013,661	1,182,229	541,290	2,183,990	606,153	500,000
	511,228,382	59,188,171	44,397,321	139,062,017	134,352,903	75,878,199
External Grants						
Homes & Communities Agency (HCA)	13,105,000		971,250	283,750	885,000	4,482,500
Section 106	6,099,200	143,137	56,000	5,600,063	300,000	0
Heritage Lottery fund	0					
Better Care Fund - Disabled Facility Grants	3,008,411	0	938,254	1,035,079	1,035,079	
Public Sector Decarbonisation Scheme Grant HRA	5,078,850		1,289,549	3,789,301		
Public Sector Decarbonisation Scheme Grant GF	1,605,000			112,200	1,492,800	
Department for Transport	500,000			500,000		
Changing Places	0					
Local Authority Housing Fund	3,584,080		1,485,443	2,098,637	0	0
Department for Levelling Up	14,773,745	3,854,888	6,635,568	4,283,289	0	0
	47,754,286	3,998,025	11,376,064	17,702,319	3,712,879	4,482,500

DISCRETIONARY & STATUTORY FEES 2024/25

Charge for the Port Health Services Border Control Post Sevington

Item	Description/Comments	VAT Indicator	Charge 2022/23 £	Charge 2023/24 £	Charge 2024/25 £	Increase / Decrease on 2023/24 %
Common Health Entry Document (CHED-P) -Products of Animal Origin	**All Products**					
	Up to 6 tonnes	NB	54.00	63.00	66.00	4.76%
	7-45 tonnes (cost per tonnes)	NB	9.00	10.00	11.00	10.00%
	46 tonnes and over	NB	410.00	476.00	500.00	5.04%
	Documentary Check Fee					
	Low Risk Documentary Check (per consignment)	NB	n/a	n/a	10.00	
	All Products from New Zealand					
	Up to 6 tonnes	NB	47.00	55.00	58.00	5.45%
	7-45 tonnes (cost per tonnes)	NB	8.00	9.00	9.00	0.00%
	46 tonnes and over	NB	358.00	415.00	436.00	5.06%
	Bulk fishery products and feed of animal origin or by-products					
	Up to 500 tonnes	NB	585.00	679.00	713.00	5.01%
	Up to 1,000 tonnes	NB	1,171.00	1,358.00	1426.00	5.01%
	Up to 2,000 tonnes	NB	2,342.00	2,717.00	2853.00	5.01%
	More than 2,000 tonnes	NB	3,513.00	4,075.00	4279.00	5.01%
	Intensified Official Controls, Enhanced Checks (i.e Brazil meat) and Protective Measures					
	Risk category II producsts (30%)	NB	63.00	73.00	77.00	5.48%
	Risk category III producsts (15%)	NB	76.00	88.00	92.00	4.55%
	Risk category IV producsts (5%)	NB	85.00	99.00	104.00	5.05%
	Risk category V producsts (1%)	NB	89.00	103.00	108.00	4.85%
	If sampled					
	Admin Fee	NB	90.00	104.00	109.00	4.81%
	Lab Fee - Assigned by Lab	NB	AT COST	AT COST	AT COST	
	Transits through the community					
	Minimum Fee	NB	90.00	104.00	109.00	4.81%
	Per additional quarter hour	NB	22.00	26.00	27.00	3.85%
	Admin for CHED's not presented on IPAFF's					
	Per CHED entered	NB	11.00	13.00	14.00	7.69%
	Photocopy document	NB	1.00	1.00	1.00	0.00%
	Late notification fee Per CHED not submitted before the arrival of the cargo	NB	89.00	103.00	108.00	4.85%
	Non compliance charge					
	Per rejected consignment	NB	131.00	152.00	160.00	5.26%

DISCRETIONARY & STATUTORY FEES 2024/25						
Charge for the Port Health Services Border Control Post Sevington						
Item	**Description/Comments**	**VAT Indicator**	**Charge 2022/23 £**	**Charge 2023/24 £**	**Charge 2024/25 £**	**Increase / Decrease on 2023/24 %**
Common Health Entry Document (CHED-D) - High Risk Non Animal Origin	Documentary check	NB	57.00	66.00	69.00	4.55%
	Sampling less than 10 sub-samples	NB	88.00	102.00	107.00	4.90%
	Sampling 10-59 sub-samples	NB	110.00	128.00	134.00	4.69%
	Sampling 60 or more sub-samples	NB	155.00	180.00	189.00	5.00%
	Non - compliance charge	NB	131.00	152.00	160.00	5.26%
	supervisory fee for disposals	NB	179.00	208.00	218.00	4.81%
	Late notification fee	NB	89.00	103.00	108.00	4.85%
	Analysts fee - assigned by Lab	NB	AT COST	AT COST	AT COST	
Radiation - Japanese Control Measures	Products of Animal Origin	NB	214.00	248.00	260.00	4.84%
	Non animal origin	NB	57.00	66.00	69.00	4.55%
	Sampled non-animal origin					
	Identity and sampling	NB	88.00	102.00	107.00	4.90%
	Analysis - assigned by Lab	NB	AT COST	AT COST	AT COST	
	Non compliance	NB	131.00	152.00	160.00	5.26%
	Supervisory Fee for Disposal	NB	179.00	208.00	218.00	4.81%
	Late notification fee	NB	89.00	103.00	108.00	4.85%
Guar Gum from India	Documentary check (CHED)	NB	57.00	66.00	69.00	4.55%
	Sampling analysis	NB	88.00	102.00	107.00	4.90%
	Analytical cost - Assigned by lab	NB	AT COST	AT COST	AT COST	
	Non-compliance	NB	131.00	152.00	160.00	5.26%
	Supervisory fee for disposal	NB	179.00	208.00	218.00	4.81%
	Late notification fee	NB	89.00	103.00	108.00	4.85%

DISCRETIONARY & STATUTORY FEES 2024/25

Charge for the Port Health Services Border Control Post Sevington

Item	Description/Comments	VAT Indicator	Charge 2022/23 £	Charge 2023/24 £	Charge 2024/25 £	Increase / Decrease on 2023/24 %
Plastic Kitchenware - China and Hong Kong control measures	1-5 Certificates	NB	46.00	53.00	56.00	5.66%
	6-10 Certificates	NB	66.00	77.00	81.00	5.19%
	11-20 Certificates	NB	92.00	107.00	112.00	4.67%
	21+ Certificates	NB	117.00	136.00	143.00	5.15%
	Identy, Physical Check and Sampling	NB	71.00	82.00	86.00	4.88%
	Analytical cost - Assigned by Lab	NB	AT COST	AT COST	AT COST	
	Confirmatory test for nylon - Assigned by Lab	NB	AT COST	AT COST	AT COST	
	Non - compliance	NB	131.00	152.00	160.00	5.26%
	Late notification fee	NB	89.00	103.00	108.00	4.85%
Illegal, Unreported and Unregulated Fishing (IUU) Ashford Port Health uses a per consignment basis for its charges. Where multiple catch certificates are submitted for the same consignment which include high and low risk country certificates, the higher risk charge is applied	High Risk 1-5	NB	46.00	53.00	56.00	5.66%
	High Risk 6-10	NB	70.00	81.00	85.00	4.94%
	High Risk 11-20	NB	81.00	94.00	99.00	5.32%
	High Risk 21+	NB	93.00	108.00	113.00	4.63%
	Low Risk 1-5	NB	23.00	27.00	28.00	3.70%
	Low Risk 6-10	NB	41.00	48.00	50.00	4.17%
	Low Risk 11-20	NB	52.00	60.00	63.00	5.00%
	Low Risk 21+	NB	64.00	74.00	78.00	5.41%
	Formal Verification/Movement Control Notice	NB	90.00	104.00	109.00	4.81%
	Per quarter hour	NB	22.00	26.00	27.00	3.85%
	Non-compliance	NB	131.00	152.00	160.00	5.26%
	Late notification fee	NB	89.00	103.00	108.00	4.85%
Organic Import Controls	Current national flat rate	NB	57.00	66.00	69.00	4.55%
	Late notification fee	NB	89.00	103.00	108.00	4.85%
	Movement control	NB	131.00	152.00	160.00	5.26%
	Non compliance charge	NB	131.00	152.00	160.00	5.26%

DISCRETIONARY & STATUTORY FEES 2024/25

Charge for the Port Health Services Border Control Post Sevington

Item	Description/Comments	VAT Indicator	Charge 2022/23 £	Charge 2023/24 £	Charge 2024/25 £	Increase / Decrease on 2023/24 %
Genetically Modified (GN) Controls in rice and Rice Products from China Documentary Check	Documentary Check	NB	57.00	66.00	69.00	4.55%
	Identity checks, physical check and sampling	NB	57.00	66.00	69.00	4.55%
	Analyst Fee	NB	88.00	102.00	107.00	4.90%
	Full sample (raw material) - Assigned by lab			At Cost	At Cost	
	Reduced sample (processed product) - Assigned by lab Non-compliance	NB	131.00	152.00	160.00	5.26%
	Non-compliance			At Cost	At Cost	
	Supervisory fee for disposal	NB	179.00	208.00	218.00	4.81%
Export Health Certificates	Export Health Certificate £140 for preparation and first hour. Subsequent hours charged at Officer Rate	NB	100.00	116.00	140.00	20.69%
	Animal Feed Import, £54 document checking, £188 officer time sampling and Lab sampling recharged at cost	NB	154.00	179.00	188.00	5.03%
	APHA Certificate recharged at cost	NB	AT COST	AT COST	AT COST	
Other Charges	**Disposal collection fee:**					
	Up to 0.9 tonnes in 3.5T Lorry	NB	243.00	282.00	296.00	4.96%
	Lorry Up to 1.5 tonnes in 7.5T Lorry	NB	243.00	282.00	296.00	4.96%
	Lorry Up to 10 tonnes in 18T	NB	296.00	343.00	360.00	4.96%
	Lorry Up to 20 tonnes in artic	NB	398.00	462.00	485.00	4.98%
	Refund of PHILIS deposit	NB	29.00	34.00	36.00	5.88%
	Disposal by incineration NOA per kg	NB	0.26	0.26	0.26	0.00%
	Disposal by incineration POAO per kg	NB	0.35	0.35	0.35	0.00%
	Staff hourly rate	NB	90.00	104.00	109.00	4.81%
	Certificate of destruction	NB	27.00	31.00	33.00	6.45%
	Non compliance charge for all products without an official import declaration	NB	131.00	152.00	160.00	5.26%

VAT Indicator:
NB = Non Business no VAT
VT = Inclusive of VAT
EX = Exempt from VAT

DISCRETIONARY & STATUTORY FEES 2024/25						
Property Services						
Item	**Description/Comments**	**VAT Indicator**	**Charge 2022/23 £**	**Charge 2023/24 £**	**Charge 2024/25 £**	**Increase / Decrease on 2023/24 %**
Licences - valuation	If external valuers are appointed, the charge will be the amount invoiced by the valuer.	EX	at cost recovery	at cost recovery	at cost recovery	n/a
Licences - inspection/administration	The fee may depend upon whether a new boundary fence needs to be erected.	VT	300.00	348.0	365.40	5.00%
Land sales - valuation	If external valuers are appointed, the charge will be the amount invoiced by the valuer. Intial payment of £500 is requested	EX	at cost recovery	at cost recovery	at cost recovery	n/a
Land sales - inspection/administration	Cost of the site inspection £324 up to sales value of £2500, where sales value exceeds £2500 cost will be £334 + 1% of sales value. Reflects more appropriate charge.	VT	400.80	464.40	487.20	4.91%
Easements - valuation	If external valuers are appointed, the charge will be the amount invoiced by the valuer.	EX	at cost recovery	at cost recovery	at cost recovery	n/a
Easements - administration		VT	240.00	278.40	292.32	5.00%
Release of covenant - valuation	If external valuers are appointed, the charge will be the amount invoiced by the valuer.	EX	at cost recovery	at cost recovery	at cost recovery	n/a
Release of covenant - administration		VT	360.00	417.60	438.48	5.00%
Boundary disputes	Charge only applies if unlawful encroachment on Council land is found to have occurred. Final cost will depend upon complexity of dispute.	EX	217.00	252.00	265.00	5.16%
Development Administration Fee	To cover overheads in relation to officer time for processing, site visits for monitoring purposes for duration of works, insurance checks, review of method statements and risk assessments.	VT	554.40	643.20	675.60	5.04%
AutoCAD plan production fee	Production of drawings for the purpose of ABC legal agreements	VT	138.00	159.60	168.00	5.26%
Wayleaves -		VT	300.00	348.00	366.00	5.17%

DISCRETIONARY & STATUTORY FEES 2024/25

Property Services

Item	Description/Comments	VAT Indicator	Charge 2022/23 £	Charge 2023/24 £	Charge 2024/25 £	Increase / Decrease on 2023/24 %
Commerical Transactions / Dealings						
Minimum Charges shown that will be applicable subject to time / complexity. Dependant on the type of lease and property, VAT may apply to these rates	New letting/lease agreements	VT/EX		£250 +	£250 +	
	Consent to assign, sublet, underlet	VT/EX		£250 +	£250 +	
	Consent for alteration	VT/EX		£250 +	£250 +	
	Retrospective Consent for alteration	VT/EX		£400 +	£400 +	
	Licences and Tenancies at Will	VT/EX		£250 +	£250 +	
	Easements and surrenders	VT/EX		£250 +	£250 +	
	Acquisition and disposal	VT/EX		£250 +	£250 +	
	Charity, non-profit organisations upon evidence of accounts	VT/EX		£0 - £50	£0 - £50	
Garage and Parking Space Fees and Charges						
Garage and Parking Space Fees and Charges	Council Tenant per week	EX	11.50	13.00	13.65	5.00%
	Non- Council Tenant (inclusive of VAT) per week	VT	13.80	15.60	16.40	5.13%
	Charge for lock changes following loss of keys etc.	VT		180.00	180.00	0.00%
	Deposit for all new Garage Tenancies (new charge)	EX	One months rent	One months rent	One months rent	
	Parking Spaces (on garage sites only) per year in advance	VT	264.00	306.00	321.60	5.10%

In line with the agreed Garage Commercialisation Strategy all profit of monies received for the sale of garage sites into the General Fund be allocated into the Garage budget to enable the investment for renovation and upgrade of existing let sites in order to maintain the highest level of revenue into the General Fund going forward.

VAT Indicator:
NB = Non Business no VAT
EX = Exempt from VAT
VT = Inclusive of VAT

DISCRETIONARY & STATUTORY FEES 2024/25						
Other Charges						
Item	**Description/Comments**	**VAT Indicator**	**Charge 2022/23** **£**	**Charge 2023/24** **£**	**Charge 2024/25** **£**	**Increase / Decrease on 2023/24** **%**
Waste Collection						
Bulky Collection - General approved items	Base Charge (1 to four items excluding white goods)	NB	27.00	35.00	39.00	11.43%
Bulky Collection - White goods	White goods - for each item (each for televisions, computer monitors and white goods, including microwaves, washing machines and tumble dryers)	NB		25.00	26.00	4.00%
Garden Waste Bins	Wheelie Bin for Garden Waste - Previously agreed by Cabinet	NB	42.50	45.00	60.00	33.33%
Full household bin set (new developments)	Set of one recycle (240L) one refuse (180L) one food caddy (23L) and one silver kitchen caddy (5L)	NB	80.00	95.00	99.00	4.21%
Recycle bin (New development)	Green (240L)	NB	42.00	49.00	51.00	4.08%
Refuse bin (New development)	Black (180L)	NB	42.00	49.00	51.00	4.08%
Food caddy (New development)	Orange & black (23L)	NB	10.00	14.00	14.70	5.00%
Kitchen food caddy (New development)	Silver (5L)	NB	8.00	10.00	10.50	5.00%
Food bin	Black with food signage wrap (180L)	NB	37.00	45.00	47.25	5.00%
Replacement resident refuse bin	Black (180L)	NB	25.00	30.00	31.50	5.00%
Replacement resident recycle bin	Green (240L)	NB	25.00	30.00	31.50	5.00%
Bulk refuse bin (New or replacement) (*Includes signage on bins*)	1100L steel/black lid	NB	366.00	380.00	395.00	3.95%
Bulk refuse bin (New or replacement) (*Includes signage on bins*)	1100L steel/black lid (each additional bulk refuse bin in same delivery)	NB	318.00	365.00	380.00	4.11%

DISCRETIONARY & STATUTORY FEES 2024/25

Other Charges

Item	Description/Comments	VAT Indicator	Charge 2022/23 £	Charge 2023/24 £	Charge 2024/25 £	Increase / Decrease on 2023/24 %
Waste Collection						
Bulk recycle bin (New or replacement) *(Includes signage on bins)*	1100L full green	NB	392.00	395.00	395.00	0.00%
Bulk recycle bin (New or replacement) (*Includes signage on bins*)	1100L full green (each additional bulk recycle bin in same delivery)	NB	350.00	380.00	380.00	0.00%
Bin store/compound recycle information sign (A2)	Colour signage on diabond board per sign - Bin use improvement	NB	40.00	50.00	60.00	20.00%
Dog Warden Fees						
Stray Dogs	Statutory fee for dog not being on lead	NB	25.00	25.00	25.00	0.00%
Dog Control Costs	Collection/delivery of dog	NB	50.00	70.00	73.00	4.29%
Kennelling cost Initial Charge (handover fee + first 24 hours)	First Night Fee	NB			95.00	
Kennelling costs	Per 24 hour period, day one due on admission	NB	12.00	15.00	20.00	33.33%
Administration charge	Office Hours	NB	18.00	20.88	22.00	5.36%
	Outside Office Hours	NB	36.00	41.76	44.00	5.36%
Vetinary Treatment	As required	NB	Cost Recovery			
Fixed Penalty Notices						
Non compliance of micro chip for a dog		NB	500.00	500.00	500.00	0.00%
Dog fouling		NB	50.00	50.00	100.00	100.00%
Littering & graffiti		NB	75.00	75.00	500.00	566.67%
Fly-Posting		NB			150.00	
Fly tipping		NB	400.00	400.00	1000.00	150.00%
Failure to fulfil duty of care (Domestic Waste)		NB	400.00	400.00	600.00	50.00%
Failure to comply with a Community Protection Notice		NB	100.00	100.00	100.00	0.00%
Failure to comply with a Public Space Protection Order		NB	100.00	100.00	100.00	0.00%
Allotment Rents						
Plot rent (per perch)		EX	7.50	10.00	10.50	5.00%

VAT Indicator:
NB = Non Business no VAT
EX = Exempt from VAT
VT = Inclusive of VAT

DISCRETIONARY & STATUTORY FEES 2024/25						
Other Charges						
Item	**Description/Comments**	**VAT Indicator**	**Charge 2022/23 £**	**Charge 2023/24 £**	**Charge 2024/25 £**	**Increase / Decrease on 2023/24 %**
Memorial Benches						
Hereford Seat or similar style cemetery (Non VAT)	15 year lease plus supply and Installation of bench	NB	804.16	932.83	979.47	5.00%
Hereford Seat or similar style Open Space (VAT appliacble)	15 year lease plus supply and Installation of bench	VT	964.99	1,119.40	1,175.36	5.00%
Georgian Seat or similar style Cemetery (Non VAT)	15 year lease plus supply and Installation of bench	NB	1,047.11	1,214.65	1,275.38	5.00%
Georgian Seat or similar style Open Space (VAT Applicable)	15 year lease plus supply and Installation of bench	VT	1,256.53	1,457.58	1,530.46	5.00%
Cavendish Seat or similar style, Cemetery (Non Vat)	15 year lease plus supply and Installation of bench	NB	952.69	1,105.12	1,160.38	5.00%
Cavendish Seat or similar style, Open Space (Vat applicable)		VT	1,143.23	1,326.14	1,392.46	5.00%
Montseny 1800 bench in Victoria Park	10 year lease plus supply and Installation of plaque	VT		1,500.00	1,500.00	0.00%
Recasting of memorial plaque on a cemetery bench (Non Vat)	Changing the inscription for example, adding an additional	NB	265.23	307.66	323.04	5.00%
Recasting of memorial plaque on a open spece bench (Vat applicable)	Changing the inscription for example, adding an additional	VT	318.27	369.19	387.65	5.00%
Extending the lease of a bench in a cemetery location (Non Vat)	Extending the lease of the bench at the end of the initial 15/10 year period for a period of 5 years (subject to condition)	NB	318.27	369.19	387.65	5.00%
Extending the lease of a bench in an open space (VAT applicable)	Extending the lease of the bench at the end of the initial 15/10 year period for a period of 5 years (subject to condition)	VT	381.92	443.03	465.18	5.00%
Tree Planting						
Dedicate a tree in an open space	Lower end of price scale	VT	245.84	285.18	299.44	5.00%
	Higher end of price scale	VT	302.58	350.99	368.53	5.00%
Sponsor a tree in a open space		VT	123.55	143.32	150.48	5.00%
Plant a woodland tree in an open space woodland		VT	31.51	36.55	38.38	4.99%
Victoria Park Community Room						
Monday to Friday - Half day hire (am or pm session)	Morning or afternoon session hire	VT			42.00	
Monday to Friday Evening hire	Evening only	VT			42.00	
Monday to Friday, Daytime hire	Day hire (excluding evening)	VT			72.00	
Monday to Friday, All day Hire inc. evening	Day hire including evening	VT			100.00	
Saturday and Sunday half day hire (am or pm session)	Morning or afternoon session hire	VT			48.00	
Saturday and Sunday, Evening Hire	Evening only	VT			48.00	
Saturday or Sunday Daytime hire	Day hire (excluding evening)	VT			84.00	
Saturday or Sunday All day hire	Day hire including evening	VT			115.00	

VAT Indicator:
NB = Non Business no VAT
EX = Exempt from VAT
VT = Inclusive of VAT

DISCRETIONARY & STATUTORY FEES 2024/245						
Cemetery Charges						
Item	**Description/Comments**	**VAT Indicator**	**Charge 2022/23** £	**Charge 2023/24** £	**Charge 2024/25** £	**Increase / Decrease on 2023/24** %
Interments						
Interments in a new unpurchased grave						
(1) Interment of standard sized coffin in new grave - includes digging, purchase of right of burial for 30 years and temporary wooden marker with plaque	**ADULT (Resident):**					
	Single grave depth	NB	1,275.00	1,479.00	1,550.00	4.80%
	Single grave depth with boarding (excludes Tenterden cemetery and woodland graves)	NB	1,510.00	1,752.00	1,840.00	5.02%
	Double grave depth (excludes Tenterden)	NB	1,400.00	1,624.00	1,705.00	4.99%
	Triple grave depth (excludes Tenterden)	NB	1,625.00	1,885.00	1,979.00	4.99%
	ADULT (Non-resident):					
	Single grave depth	NB	5,100.00	5,916.00	6,212.00	5.00%
	Single grave depth with boarding (excludes Tenterden cemetery and woodland graves)	NB	6,040.00	7,008.00	7,358.00	4.99%
	Double grave depth (excludes Tenterden)	NB	5,600.00	6,496.00	6,821.00	5.00%
	Triple grave depth (excludes Tenterden)	NB	6,500.00	7,540.00	7,917.00	5.00%
	CHILD (Non-resident):					
	Single grave depth: under 3 months	NB	87.00	99.00	104.00	5.05%
	Single grave depth: 3 - 5 years	NB	87.00	99.00	104.00	5.05%
	Single grave depth: 6 - 18 years	NB	283.00	328.00	344.00	4.88%

DISCRETIONARY & STATUTORY FEES 2024/245						
Cemetery Charges						
Item	**Description/Comments**	**VAT Indicator**	**Charge 2022/23 £**	**Charge 2023/24 £**	**Charge 2024/25 £**	**Increase / Decrease on 2023/24 %**
Interments						
Interments in a new unpurchased grave						
(2) Interment of casket style or oversized coffin (<30") in new grave - includes digging, purchase of right of burial for 30 years and temporary wooden marker with plaque. NOTE: Oversized coffins or caskets require two grave spaces	**ADULT (Resident):**					
	Single grave depth	NB	2,485.00	2,883.00	3,027.00	4.99%
	Single grave depth with boarding (excludes Tenterden)	NB	2,955.00	3,428.00	3,599.00	4.99%
	Double grave depth (excludes Tenterden)	NB	2,735.00	3,173.00	3,332.00	5.01%
	Triple grave depth (excludes Tenterden)	NB	3,185.00	3,695.00	3,880.00	5.01%
	ADULT (Non-resident):					
	Single grave depth	NB	9,940.00	11,532.00	12,109.00	5.00%
	Single grave depth with boarding (excludes Tenterden)	NB	11,820.00	13,712.00	14,398.00	5.00%
	Double grave depth (excludes Tenterden)	NB	10,940.00	12,692.00	13,327.00	5.00%
	Triple grave depth (excludes Tenterden)	NB	12,740.00	14,780.00	15,519.00	5.00%
Interments in a reopen grave or grave that has been pre-purchased						
(3) Reopen of existing grave or pre-purchased grave for interment of standard coffin - includes digging but excludes temporary wooden marker with plaque	**ADULT: (Resident):**					
	Single grave depth	NB	657.00	762.00	800.00	4.99%
	Single grave depth with boarding (excludes Tenterden)	NB	892.00	1,035.00	1,087.00	5.02%
	Double grave depth (excludes Tenterden)	NB	782.00	907.00	952.00	4.96%
	Triple grave depth (excludes Tenterden)	NB	1,007.00	1,168.00	1,226.00	4.97%
	ADULT (Non Resident):					
	Single grave depth	NB	2,628.00	1,524.00	1,600.00	4.99%
	Single grave depth with boarding (excludes Tenterden)	NB	3,568.00	2,070.00	2,174.00	5.02%
	Double grave depth (excludes Tenterden)	NB	3,128.00	1,814.00	1,905.00	5.02%
	Triple grave depth (excludes Tenterden)	NB	4,028.00	2,336.00	2,453.00	5.01%
	Under 5 years	NB	87.00	101.00	106.00	4.95%
	6 - 18 years	NB	283.00	328.00	344.00	4.88%

DISCRETIONARY & STATUTORY FEES 2024/245						
Cemetery Charges						
Item	**Description/Comments**	**VAT Indicator**	**Charge 2022/23 £**	**Charge 2023/24 £**	**Charge 2024/25 £**	**Increase / Decrease on 2023/24 %**
Interments						
Interments in a reopen grave or grave that has been pre-purchased						
(4) Reopen of existing grave or pre-purchased grave for interment of casket or oversized coffin (<30") where possible. Includes digging but excludes temporary wooden marked with plaque NOTE: Oversized coffins or caskets require two grave spaces, can only be dug if space is available and does not encroach on another purchased grave	**ADULT (Resident):**					
	Single grave depth	NB	1,310.00	1,520.00	1,596.00	5.00%
	Single grave depth with boarding (excludes Tenterden)	NB	1,780.00	2,065.00	2,168.00	4.99%
	Double grave depth (excludes Tenterden)	NB	1,560.00	1,810.00	1,901.00	5.03%
	Triple grave depth (excludes Tenterden)	NB	2,010.00	2,332.00	2,449.00	5.02%
	ADULT (Non-resident):					
	Single grave depth	NB	5,240.00	3,040.00	3,192.00	5.00%
	Single grave depth with boarding (excludes Tenterden)	NB	7,120.00	4,130.00	4,337.00	5.01%
	Double grave depth (excludes Tenterden)	NB	6,240.00	3,620.00	3,801.00	5.00%
	Triple grave depth (excludes Tenterden)	NB	8,040.00	4,664.00	4,897.00	5.00%
Interment of Ashes in new unpurchased cremation plot						
(5) Interment of ashes in new cremation plot - includes digging, purchase of right of burial for 30 years and temporary wooden marker with plaque	**(Resident):**					
	Large plot (capacity for upto 4 interment of ashes)	NB	515.00	597.00	627.00	5.03%
	Small plot (capacity for up to 2 interment of ashes)	NB	375.00	435.00	457.00	5.06%
	(Non Resident):					
	Large plot (capacity for upto 4 intement of ashes)	NB	2,060.00	2,388.00	2,507.00	4.98%
	Small plot (capacity for upto 2 interment of ashes)	NB	1,500.00	1,740.00	1,827.00	5.00%
Interment of Ashes in an existing grave or ashes plot or a grave or ashes plot that has been pre-purchased						
(6) Reopen of burial plot for interment of ashes	**(Resident):**					
	For one set of ashes. Further sets of ashes at same time will be charged as per item (7)	NB	143.00	166.00	174.00	4.82%
	(Non Resident):					
	For one set of ashes. Further sets of ashes at same time will be charge as per item (7)	NB	572.00	332.00	349.00	5.12%

DISCRETIONARY & STATUTORY FEES 2024/245						
Cemetery Charges						
Item	**Description/Comments**	**VAT Indicator**	**Charge 2022/23 £**	**Charge 2023/24 £**	**Charge 2024/25 £**	**Increase / Decrease on 2023/24 %**
Interments						
Interment of ashes interred at same time of another burial in same grave or ashes plot						
(7) Interment of single set ashes buried same time as a coffin burial or another set of ashes in same grave or burial plot. Fee charged for each additional set	Per set of ashes	NB	72.00	84.00	88.00	4.76%
	(Non Resident):					
	Per set of ashes	NB	288.00	168.00	176.00	4.76%
Memorials						
Memorial permit giving permission to erect a memorial						
(8) Application for a memorials for graves in all cemeteries excluding Woodland Sections where memorials are not permitted. One application required per element of memorial required. NOTE: Not all sections of the cemtery are permitted kerbstones, these sections are detailed in the rules and regulations	**Adult (Resident)**					
	Headstone or tablet including inscriptions	NB	205.00	238.00	250.00	5.04%
	Kerbstone including cover slab and inscriptions	NB	205.00	238.00	250.00	5.04%
	Placement of standalone vase including inscriptions	NB	87.00	101.00	106.00	4.95%
	Replacement/renovation/reinstatement of memorial	NB		50.00	53.00	6.00%
	Adult (Non Resident):					
	Headstone or tablet including inscriptions	NB	820.00	951.00	999.00	5.05%
	Kerbstone including cover slab and inscriptions	NB	820.00	951.00	999.00	5.05%
	Placement of a vase including inscriptions	NB	348.00	404.00	424.00	4.95%
	Replacement/renovation/reinstatement of memorial	NB		50.00	53.00	6.00%
	Child - up to 18 years (Non Resident):					
	Headstone or tablet including inscriptions	NB	205.00	205.00	215.00	4.88%
	Kerbstone including cover slab and inscriptions	NB	205.00	205.00	215.00	4.88%
	Placement of a standalone vase including inscriptions	NB	87.00	87.00	91.00	4.60%
	Replacement/renovation/reinstatement of memorial	NB		50.00	53.00	6.00%
Inscription Application						
(9) Application for additional inscription on existing memorial.	**(Resident):**					
	New inscription on an existing memorial	VT	104.40	121.00	145.00	19.83%
	(Non Resident):					
	New inscription on an existing memorial	VT	417.60	480.00	505.00	5.21%

DISCRETIONARY & STATUTORY FEES 2024/245						
Cemetery Charges						
Item	**Description/Comments**	**VAT Indicator**	**Charge 2022/23 £**	**Charge 2023/24 £**	**Charge 2024/25 £**	**Increase / Decrease on 2023/24 %**
Exclusive Right of Burial						
Purchase of Exclusive Right of Burial						
(10) Purchase of right of burial for 30 years (applies to pre-purchase of graves and where burial rights that were not purchaed prior to introduction of the composite fee)	**(Resident)**					
	One grave space	NB	556.00	645.00	677.00	4.96%
	Large cremation plot	NB	310.00	360.00	378.00	5.00%
	Small cremation plot	NB	170.00	197.00	207.00	5.08%
	(Non Resident)					
	One grave space	NB	2,224.00	2,580.00	2,709.00	5.00%
	Large cremation plot	NB	1,240.00	1,438.00	1,510.00	5.01%
	Small cremation plot	NB	680.00	789.00	828.00	4.94%
(11) Extension of a right of burial for period of 5 years	**(Resident)**					
	One grave space	EX	92.50	107.00	112.00	4.67%
	Large cremation plot	EX	51.50	60.00	63.00	5.00%
	Small cremation plot	EX	28.50	33.00	35.00	6.06%
	(Non Resident)					
	One grave space	EX	370.00	429.00	450.00	4.90%
	Large cremation plot	EX	206.00	239.00	251.00	5.02%
	Small cremation plot	EX	114.00	132.00	139.00	5.30%
(12) Transfer of a right of burial	**(Resident)**					
	Per transfer completed	EX	92.00	107.00	112.00	4.67%
Exhumations						
(13) Exhumation and reinterment in same grave		VT	AT COST	AT COST	AT COST	
(14) Exhumation and reinterment in another grave in ABC cemetery		EX	AT COST	AT COST	AT COST	
(15) Exhumation for transportation to non ABC cemetery		EX	AT COST	AT COST	AT COST	

DISCRETIONARY & STATUTORY FEES 2024/245						
Cemetery Charges						
Item	**Description/Comments**	**VAT Indicator**	**Charge 2022/23 £**	**Charge 2023/24 £**	**Charge 2024/25 £**	**Increase / Decrease on 2023/24 %**
Other Cemetery Charges						
(16) Selection of grave space by customer instead of using next available space		EX	108.00	125.00	131.00	4.80%
(17) Incorrect arrival time in excess of 30 mins at cemetery		NB	108.00	125.00	131.00	4.80%
(18) Family history search for geneaology purposes	Up to 1 names in single application	VT	36.00	42.00	53.00	26.19%
	2 - 5 names in same application (per name)	VT	6.00	7.00	9.00	28.57%
	6 to 9 names in same application (per name)	VT	3.00	4.00	5.00	25.00%
(19) Temporary Marker with plaque for reopened graves or new graves that were prepurchased - Excludes woodland graves	Wooden cross	VT	74.40	86.00	108.00	25.58%
	Wooden plaque holder	VT	61.80	72.00	91.00	26.39%
(20) Additional memorial plaque for woodland grave or wooden marker	Additional plaque for reopen burial or interment in a pre-purchased grave, or replacement of existing plaque	VT	55.50	67.00	85.00	26.87%
(22) Tree Replacement in woodland section (Bybrook or Tenterden cemetery). Includes purchase and planting. Excludes a tree planting ceremony	Replacement of tree that has failed after being planted for more than 12 months.	VT	123.60	143.00	180.00	25.87%
(23) Cancellation of service	Fee chargeable if grave has been dug and date is rescheduled or interment has repeat rescheduling	NB	108.00	125.00	131.00	4.80%
(24) Reservation Fee to secure burial plot for a six month period. Amount payable is deducted from total cost when paid in full. No refund if burial plot is not fully purchased within six months.	**(Resident)**					
	One grave space	NB	111.00	129.00	135.00	4.65%
	Large cremation plot	NB	62.00	72.00	76.00	5.56%
	Small cremation plot	NB	34.00	39.00	41.00	5.13%
	(Non Resident)					
	One grave space	NB	444.00	515.00	541.00	5.05%
	Large cremation plot	NB	248.00	288.00	302.00	4.86%
	Small cremation plot	NB	136.00	156.00	164.00	5.13%

VAT Indicator:
NB = Non Business no VAT
EX = Exempt from VAT
VT = Inclusive of VAT

DISCRETIONARY & STATUTORY FEES 2024/25

LEGAL & ELECTORAL SERVICES

Legal Fees

Item	Description/Comments	VAT Indicator	Charge 2022/23 £	Charge 2023/24 £	Charge 2024/25 £	Increase / Decrease on 2023/24 %
S9 Agreements	(including caution/note on Register) ** This is a minimum level of charge (see note below)	NB	340.00	394.00	414.00	5.08%
S9 Transfers	Plus Land Registry Fees. ** This is a minimum level of charge (see note below)	NB	340.00	394.00	414.00	5.08%
S106 (and supplementary) deeds	** This is a minimum level of charge (see note below)	NB	990.00	1,148.00	1,205.00	4.97%
S106 deeds of modification/discharge etc.	** This is a minimum level of charge (see note below)	NB	990.00	1,148.00	1,205.00	4.97%
Grazing Licences	** This is a minimum level of charge (see note below)	NB	125.00	145.00	152.00	4.83%
Licences to Assign	** This is a minimum level of charge (see note below)	NB	227.00	263.00	276.00	4.94%
Sales or Easements	Up to £2,500 in value. ** This is a minimum level of charge (see note below)	NB	324.00	376.00	395.00	5.05%
Sales or Easements	over £2,500 in value - Basic Fee Charge as listed plus 1% of the consideration. ** This is a minimum level of charge (see note below)	NB	365.00	423.00	444.00	4.96%
Commercial Leases	** This is a minimum level of charge (see note below)	NB	353.00	409.00	429.00	4.89%
Commercial lease renewals	** This is a minimum level of charge (see note below)	NB	239.00	277.00	291.00	5.05%
Surrenders	** This is a minimum level of charge (see note below)	NB	216.00	251.00	264.00	5.18%
Landlord consent etc	** This is a minimum level of charge (see note below)	NB	114.00	132.00	139.00	5.30%
Transfer of Equity (mortgage)	** This is a minimum level of charge (see note below)	NB	240.00	278.00	292.00	5.04%
Redemptions	** This is a minimum level of charge (see note below)	NB	125.00	145.00	152.00	4.83%
Mortgagees Enquiries	** This is a minimum level of charge (see note below)	NB	226.00	262.00	275.00	4.96%
Deed of Postponement	** This is a minimum level of charge (see note below)	NB	103.00	119.00	125.00	5.04%
Release of expired Statutory Charge	** This is a minimum level of charge (see note below)	NB	110.00	128.00	134.00	4.69%
Waiver (Improvement Grant)	** This is a minimum level of charge (see note below)	NB	110.00	128.00	134.00	4.69%

DISCRETIONARY & STATUTORY FEES 2024/25

LEGAL & ELECTORAL SERVICES

Legal Fees

Item	Description/Comments	VAT Indicator	Charge 2022/23 £	Charge 2023/24 £	Charge 2024/25 £	Increase / Decrease on 2023/24 %
Notice of Charge	** This is a minimum level of charge (see note below)	NB	79.00	92.00	97.00	5.43%
Counterpart Lease	** This is a minimum level of charge (see note below)	NB	79.00	92.00	97.00	5.43%
Engross Transfer/conveyance	** This is a minimum level of charge (see note below)	NB	58.00	67.00	70.00	4.48%
Notice to Assign	** This is a minimum level of charge (see note below)	NB	79.00	92.00	97.00	5.43%
Wayleaves	** This is a minimum level of charge (see note below)	NB	199.00	231.00	243.00	5.19%
** **IMPORTANT NOTE**: • IMPORTANT NOTE: The above represent a minimum level of charge, not a fixed level of charge which will be charged unless it is deemed by The Solicitor to the Council (or, in his absence, a Principal Solicitor) to be inappropriate or unreasonable to charge in the circumstances.						
Where the commercial value of the time worked on a matter exceeds the minimum charge stated above, the commercial value of the time (at a fair and reasonable hourly rate reflecting the skill and knowledge applied by the fee-earner; the urgency, importance, complexity and novelty of the work; the value involved; and all other relevant circumstances) will be charged unless it is deemed by the The Solicitor to the Council (or, in his absence, a Principal Solicitor) to be inappropriate or unreasonable to charge the full commercial value.						
Electoral Services						
Postal votes pack	Postal votes pack (Charge to Parish Councils for by-elections)	VT	Actual	Actual	Actual	
Poll Cards	Poll card (Charge to Parish Councils for by-elections)	VT	Actual	Actual	Actual	
	Statutory Charges (restricted availability for full register and overseas lists)					
Sales of full and edited register	Data £20 plus £1.50 per 1,000 entries or part of 1,000	NB	21.50	21.50	21.50	0.00%
Sales of full and edited register	Printed £10 plus £5 per 1,000 or part of 1,000	NB	15.00	15.00	15.00	0.00%
Overseas electors List	Data £20 plus £1.50 per 100 entries or part of 100	NB	21.50	21.50	21.50	0.00%
Overseas electors List	Printed £10 plus £1.50 per 100 or part of 100	NB	11.50	11.50	11.50	0.00%

VAT Indicator:
NB = Non Business no VAT
EX = Exempt from VAT
VT = Inclusive of VAT

DISCRETIONARY & STATUTORY FEES 2024/25							
LICENSING FEES							
Item	**Statutory or Discretionary**	**Description/Comments**	**VAT Indicator**	**Charge 2022/23 £**	**Charge 2023/24 £**	**Charge 2024/25 £**	**Increase / Decrease on 2023/24 %**
Licensing Act							
Premises - new application	Statutory	Fee band - A	NB	100.00	100.00	100.00	0.00%
		Fee band - B	NB	190.00	190.00	190.00	0.00%
		Fee band - C	NB	315.00	315.00	315.00	0.00%
		Fee band - D - if exclusively or primarily for supply, sale or consumption of alcohol double the fee	NB	450.00	450.00	450.00	0.00%
		Fee band - E - if exclusively or primarily for supply, sale or consumption of alcohol triple the fee	NB	635.00	635.00	635.00	0.00%
		Premises allowing 5000+ people attract additional fees	See regulation for detail				
		Premises where only licensable activity is regulated entertainment & premises is education, church hall, village hall or similar	No fee payable				
Premises - annual fee	Statutory	Fee band - A	NB	70.00	70.00	70.00	0.00%
		Fee band - B	NB	180.00	180.00	180.00	0.00%
		Fee band - C	NB	295.00	295.00	295.00	0.00%
		Fee band - D - if exclusively or primarily for supply, sale or consumption of alcohol double the fee	NB	320.00	320.00	320.00	0.00%
		Fee band - E - if exclusively or primarily for supply, sale or consumption of alcohol triple the fee	NB	350.00	350.00	350.00	0.00%
		Premises allowing 5000+ people attract additional fees	See regulation for detail				

DISCRETIONARY & STATUTORY FEES 2024/25							
LICENSING FEES							
Item	**Statutory or Discretionary**	**Description/Comments**	**VAT Indicator**	**Charge 2022/23** £	**Charge 2023/24** £	**Charge 2024/25** £	**Increase / Decrease on 2023/24** %
Licensing Act							
Personal	Statutory		NB	37.00	37.00	37.00	0.00%
Temporary Event Notice	Statutory		NB	21.00	21.00	21.00	0.00%
Change of address notification	Statutory		NB	10.50	10.50	10.50	0.00%
Replacement licence etc (due to loss/theft etc)	Statutory		NB	10.50	10.50	10.50	0.00%
Designated premises supervisor variation	Statutory		NB	23.00	23.00	23.00	0.00%
Premises licence transfer	Statutory		NB	23.00	23.00	23.00	0.00%
Club registration change	Statutory		NB	10.50	10.50	10.50	0.00%
Club name or rules notification	Statutory		NB	10.50	10.50	10.50	0.00%
Interim Authority Notice	Statutory		NB	23.00	23.00	23.00	0.00%
Provisional Statement	Statutory		NB	315.00	315.00	315.00	0.00%
Freeholder notification of licensing matters	Statutory		NB	21.00	21.00	21.00	0.00%
Minor Variation	Statutory		NB	89.00	89.00	89.00	0.00%
Check & send (pre-app) service	Discretionary		VT	120.00	120.00	144.00	20.00%
Animal Welfare and Public Health Licences							
Dangerous Wild Animals	Discretionary	New Licence (2 year licence)	NB	977.00	977.00	977.00	0.00%
	Discretionary	Renewal (2 year licence)	NB	669.00	669.00	669.00	0.00%
	Discretionary	Variation	NB	344.00	344.00	344.00	0.00%
	Discretionary	Concurrent 2nd application	NB	87.00	87.00	87.00	0.00%
Zoos	Discretionary	Consideration	NB	1,218.00	1,218.00	1,218.00	0.00%
	Discretionary	Licence (4 year licence)	NB	2,008.00	2,008.00	2,008.00	0.00%
	Discretionary	Renewal (6 year licence)	NB	3,013.00	3,013.00	3,013.00	0.00%
	Discretionary	Dispensation - 14(1)(a)	NB	491.00	491.00	491.00	0.00%

DISCRETIONARY & STATUTORY FEES 2024/25							
LICENSING FEES							
Item	**Statutory or Discretionary**	**Description/Comments**	**VAT Indicator**	**Charge 2022/23 £**	**Charge 2023/24 £**	**Charge 2024/25 £**	**Increase / Decrease on 2023/24 %**
Animal Welfare and Public Health Licences							
Boarding of animals	Discretionary	(New app) Application fee - up to 50 animals	NB	260.00	260.00	260.00	0.00%
	Discretionary	(New app) Grant fee - up to 50 animals	NB	200.00	200.00	200.00	0.00%
	Discretionary	(New app) Application fee - 51 or more animals	NB	295.00	295.00	295.00	0.00%
	Discretionary	(New app) Grant fee - 51 or more animals	NB	230.00	230.00	230.00	0.00%
	Discretionary	(Renewal) Application fee - up to 50 animals	NB	225.00	225.00	225.00	0.00%
	Discretionary	(Renewal) Grant fee - up to 50 animals	NB	200.00	200.00	200.00	0.00%
	Discretionary	(Renewal) Application fee - 51 or more animals	NB	255.00	255.00	255.00	0.00%
	Discretionary	(Renewal) Grant fee - 51 or more animals	NB	230.00	230.00	230.00	0.00%
Selling of Animals	Discretionary	(New app) Application fee	NB	280.00	280.00	280.00	0.00%
	Discretionary	(New app) Grant fee	NB	215.00	215.00	215.00	0.00%
	Discretionary	(Renewal) Application fee	NB	240.00	240.00	240.00	0.00%
	Discretionary	(Renewal) Grant fee	NB	215.00	215.00	215.00	0.00%

DISCRETIONARY & STATUTORY FEES 2024/25							
LICENSING FEES							
Item	**Statutory or Discretionary**	**Description/Comments**	**VAT Indicator**	**Charge 2022/23** £	**Charge 2023/24** £	**Charge 2024/25** £	**Increase / Decrease on 2023/24** %
Animal Welfare and Public Health Licences							
Home boarding or day care	Discretionary	(New app) Application fee	NB	245.00	245.00	245.00	0.00%
	Discretionary	(New app) Grant fee	NB	180.00	180.00	180.00	0.00%
	Discretionary	(Renewal) Application fee	NB	210.00	210.00	210.00	0.00%
	Discretionary	(Renewal) Grant fee	NB	180.00	180.00	180.00	0.00%
Riding Establishments	Discretionary	(New app) Application fee - up to 10 horses	NB	280.00	280.00	280.00	0.00%
	Discretionary	(New app) Grant fee - up to 10 horses	NB	215.00	215.00	215.00	0.00%
	Discretionary	(New app) Application fee - 11 or more horses	NB	310.00	310.00	310.00	0.00%
	Discretionary	(New app) Grant fee - 11 or more horses	NB	245.00	245.00	245.00	0.00%
	Discretionary	(Renewal) Application fee - up to 10 horses	NB	240.00	240.00	240.00	0.00%
	Discretionary	(Renewal) Grant fee - up to 10 horses	NB	215.00	215.00	215.00	0.00%
	Discretionary	(Renewal) Application fee - 11 or more horses	NB	270.00	270.00	270.00	0.00%
	Discretionary	(Renewal) Grant fee - 11 or more horses	NB	245.00	245.00	245.00	0.00%
Keeping animals for exhibition	Discretionary	(New app) Application fee	NB	230.00	230.00	230.00	0.00%
	Discretionary	(New app) Grant fee	NB	165.00	165.00	165.00	0.00%
	Discretionary	(Renewal) Application fee	NB	190.00	190.00	190.00	0.00%
	Discretionary	(Renewal) Grant fee	NB	165.00	165.00	165.00	0.00%

DISCRETIONARY & STATUTORY FEES 2024/25							
LICENSING FEES							
Item	**Statutory or Discretionary**	**Description/Comments**	**VAT Indicator**	**Charge 2022/23** £	**Charge 2023/24** £	**Charge 2024/25** £	**Increase / Decrease on 2023/24** %
Animal Welfare and Public Health Licences							
Breeding Establishments	Discretionary	(New app) Application fee - up to 5 dogs	NB	230.00	230.00	230.00	0.00%
	Discretionary	(New app) Grant fee - up to 5 dogs	NB	165.00	165.00	165.00	0.00%
	Discretionary	(New app) Application fee - 6-10 dogs	NB	245.00	245.00	245.00	0.00%
	Discretionary	(New app) Grant fee - 6-10 dogs	NB	180.00	180.00	180.00	0.00%
	Discretionary	(New app) Application fee - 11+ dogs	NB	260.00	260.00	260.00	0.00%
	Discretionary	(New app) Grant fee - 11+ dogs	NB	200.00	200.00	200.00	0.00%
	Discretionary	(Renewal) Application fee - up to 5 dogs	NB	190.00	190.00	190.00	0.00%
	Discretionary	(Renewal) Grant fee - up to 5 dogs	NB	165.00	165.00	165.00	0.00%
	Discretionary	(Renewal) Application fee - 6-10 dogs	NB	210.00	210.00	210.00	0.00%
	Discretionary	(Renewal) Grant fee - 6-10 dogs	NB	180.00	180.00	180.00	0.00%
	Discretionary	(Renewal) Application fee - 11+ dogs	NB	225.00	225.00	225.00	0.00%
	Discretionary	(Renewal) Grant fee - 11+ dogs	NB	200.00	200.00	200.00	0.00%
Variation to increase animals or activities	Discretionary	Application fee	NB	90.00	90.00	90.00	0.00%
	Discretionary	Grant fee	NB	40.00	40.00	40.00	0.00%
Variation to reduce animals or activities	Discretionary	Grant fee	NB	40.00	40.00	40.00	0.00%
Request for re-rating inspection	Discretionary	Application fee	NB	90.00	90.00	90.00	0.00%
	Discretionary	Grant fee	NB	40.00	40.00	40.00	0.00%

DISCRETIONARY & STATUTORY FEES 2024/25							
LICENSING FEES							
Item	**Statutory or Discretionary**	**Description/Comments**	**VAT Indicator**	**Charge 2022/23 £**	**Charge 2023/24 £**	**Charge 2024/25 £**	**Increase / Decrease on 2023/24 %**
Public Health Licences *							
Acupuncture	Discretionary	Initial registration practitioner/premises	NB	150.00	150.00	150.00	0.00%
	Discretionary	Additional practitioner/premises	NB	70.00	70.00	70.00	0.00%
	Discretionary	Minor variation	NB	30.50	30.50	30.50	0.00%
Tattooing (including semi-permanent skin-colouring)	Discretionary	Initial registration practitioner/premises	NB	150.00	150.00	150.00	0.00%
	Discretionary	Additional practitioner/premises	NB	70.00	70.00	70.00	0.00%
	Discretionary	Minor variation	NB	30.50	30.50	30.50	0.00%
Electrolysis	Discretionary	Initial registration practitioner/premises	NB	150.00	150.00	150.00	0.00%
	Discretionary	Additional practitioner/premises	NB	70.00	70.00	70.00	0.00%
	Discretionary	Minor variation	NB	30.50	30.50	30.50	0.00%
Cosmetic Piercing (excluding ear piercing)	Discretionary	Initial registration practitioner/premises	NB	150.00	150.00	150.00	0.00%
	Discretionary	Additional practitioner/premises	NB	70.00	70.00	70.00	0.00%
	Discretionary	Minor variation	NB	30.50	30.50	30.50	0.00%
Ear Piercing	Discretionary	Initial registration practitioner/premises	NB	150.00	150.00	150.00	0.00%
	Discretionary	Additional practitioner/premises	NB	70.00	70.00	70.00	0.00%
	Discretionary	Minor variation	NB	30.50	30.50	30.50	0.00%

DISCRETIONARY & STATUTORY FEES 2024/25							
LICENSING FEES							
Item	**Statutory or Discretionary**	**Description/Comments**	**VAT Indicator**	**Charge 2022/23 £**	**Charge 2023/24 £**	**Charge 2024/25 £**	**Increase / Decrease on 2023/24 %**
Public Health Licences *							
One You Shop Hire Fee - general	Discretionary	Any space subject to availability and a refundable deposit may be requested. To be introduced from April 2024: the venue is free for registered charities, commissioned services, the public sector and those organisations with a demonstrable public benefit in line with Ashford Borough Council's corporate plans. Donations from this group are welcome.					
	Discretionary	Downstairs - full space - full day	NB		35.00	35.00	0.00%
	Discretionary	Downstairs - full space - half day	NB		17.50	17.50	0.00%
	Discretionary	Consultation room/space small - full day	NB		10.00	10.00	0.00%
	Discretionary	Consultation room/space small - half day	NB		5.00	5.00	0.00%
	Discretionary	Consultation room/space large - full day	NB		15.00	15.00	0.00%
	Discretionary	Consultation room/space large - half day	NB		7.50	7.50	0.00%
	Discretionary	Downstairs kitchen - full day	NB		20.00	20.00	0.00%
	Discretionary	Downstairs kitchen - half day	NB		10.00	10.00	0.00%
	Discretionary	Upstairs (full space) - full day	NB		35.00	35.00	0.00%
	Discretionary	Upstairs (full space) - half day	NB		17.50	17.50	0.00%
	Discretionary	Upstairs (activity space) - full day	NB		20.00	20.00	0.00%
	Discretionary	Upstairs (activity space) - half day	NB		10.00	10.00	0.00%
	Discretionary	Upstairs (meeting space) - full day	NB		17.50	17.50	0.00%
	Discretionary	Upstairs (meeting space) - half day	NB		8.75	8.75	0.00%
	Discretionary	Entire facility (Mondays, weekday evenings, Saturday afternoon and Sundays only) - full day	NB		70.00	70.00	0.00%
	Discretionary	Entire facility (Mondays, weekday evenings, Saturday afternoon and Sundays only) - part day	NB		35.00	35.00	0.00%

DISCRETIONARY & STATUTORY FEES 2024/25							
LICENSING FEES							
Item	**Statutory or Discretionary**	**Description/Comments**	**VAT Indicator**	**Charge 2022/23 £**	**Charge 2023/24 £**	**Charge 2024/25 £**	**Increase / Decrease on 2023/24 %**
Sex Establishments Licence							
Sex Shops, Sex Cinemas and Sexual Entertainment Venue Licences	Discretionary	Grant	NB	3,499.00	3,499.00	3,499.00	0.00%
	Discretionary	Renewal	NB	334.00	387.00	406.00	4.91%
	Discretionary	Transfer	NB	334.00	387.00	406.00	4.91%
Street Trading and Consents							
Street Trading Licence	Discretionary	Yearly	NB	83.00	96.00	100.00	4.17%
Ashford Town Market pitch fee (per ft)	Discretionary	Collected by DD	NB	1.10	1.30	1.30	0.00%
Casual Street Trading Licence/Consent For One Off Event (per stall)	Discretionary	Grant	NB	21.50	25.00	25.00	0.00%
Street Trading Consent	Discretionary	Yearly	NB	83.00	96.00	100.00	4.17%
New Site Street Trading Consent - static	Discretionary	Grant	NB	116.00	135.00	140.00	3.70%
New Site Street Trading Consent - short term static	Discretionary	Grant - 1 site £100 (£25 extra for each additional site, i.e. £125 for 2 sites, £150 for 3 sites	NB	£106 per site plus £28 per additional site	£135 per site plus £35 per additional site	£140 per site plus £37 per additional site	
Hawker Street Trading Consent	Discretionary	Yearly	NB	83.00	96.00	100.00	4.17%
Town Centre Commercial Booking	Discretionary	Daily (Monday - Friday, Sunday).For 4 consecutive days deduct £100 from total cost 5 consecutive days deduct £150, and for 6 consecutive days deduct £200)	NB	156.00	181.00	190.05	5.00%
Town Centre Commercial Booking	Discretionary	Small, local businesses (and charity collections by professional canvassing companies) 1-7 day block (flat fee)	NB	40.00	47.00	49.35	5.00%
Town Centre Commercial Booking	Discretionary	1 day (Saturday)	NB	205.00	238.00	249.90	5.00%

DISCRETIONARY & STATUTORY FEES 2024/25							
LICENSING FEES							
Item	**Statutory or Discretionary**	**Description/Comments**	**VAT Indicator**	**Charge 2022/23 £**	**Charge 2023/24 £**	**Charge 2024/25 £**	**Increase / Decrease on 2023/24 %**
Street Trading Consent Rents							
Furners Wood Lay-by - cherry stall	Discretionary	Monthly rents	NB	168.00	195.00	204.50	4.87%
Furners Wood Lay-by - hot food	Discretionary	Monthly rents	NB	251.00	291.00	305.50	4.98%
Great Chart - A28 Tenterden bound - Food	Discretionary	Monthly rents	NB	251.00	291.00	305.50	4.98%
Great Chart - A28 Tenterden bound - Non Food	Discretionary	Monthly rents	NB	168.00	295.00	309.50	4.92%
Great Chart - A28 Ashford bound - Food	Discretionary	Monthly rents	NB	251.00	291.00	305.50	4.98%
Great Chart - A28 Ashford bound Non Food	Discretionary	Monthly rents	NB	168.00	195.00	204.50	4.87%
Hothfield - A20 Maidstone bound - Non Food	Discretionary	Monthly rents	NB	168.00	195.00	204.50	4.87%
Hothfield - A20 Maidstone bound - Food	Discretionary	Monthly rents	NB	251.00	291.00	305.55	5.00%
Hothfield - A20 Ashford bound - Non Food	Discretionary	Monthly rents	NB	168.00	195.00	204.50	4.87%
Hothfield - A20 Ashford bound - Food	Discretionary	Monthly rents	NB	251.00	291.00	305.50	4.98%
Henwood	Discretionary	Monthly rents	NB	231.00	270.00	283.50	5.00%
Recreation Ground Road car park	Discretionary	Monthly rents	NB	420.00	420.00	441.00	5.00%
Potters Corner, Hothfield	Discretionary	Monthly rents	NB	251.00	291.00	305.50	4.98%
Hall Avenue, Sevington	Discretionary	Max 28 days use per year	NB	269.00	312.00	327.00	4.81%
Chilham Mill	Discretionary		NB	251.00	291.00	305.00	4.81%

DISCRETIONARY & STATUTORY FEES 2024/25							
LICENSING FEES							
Item	**Statutory or Discretionary**	**Description/Comments**	**VAT Indicator**	**Charge 2022/23 £**	**Charge 2023/24 £**	**Charge 2024/25 £**	**Increase / Decrease on 2023/24 %**
Council Land							
Event application fee for charity and community on Council land	Discretionary	It should be noted that there are a number of funds and grants available to support charities and community events to potentially offset relevant fees, details will be provided on the council website	NB	40.00	40.00	40.00	0.00%
Event application fee for commercial events on Council land	Discretionary	per application	NB	40.00	40.00	40.00	0.00%
Commercial: Small	Discretionary	per operating day	NB	292.00	358.00	358.00	0.00%
	Discretionary	per non-operating day	NB	200.00	252.00	252.00	0.00%
Commercial: Medium	Discretionary	per operating day	NB	600.00	716.00	716.00	0.00%
	Discretionary	per non-operating day	NB	200.00	252.00	252.00	0.00%
Commercial: Large	Discretionary	per operating day	NB	1,200.00	1,412.00	1,412.00	0.00%
	Discretionary	per non-operating day	NB	200.00	252.00	252.00	0.00%
Safety Advisory Group							
Road closure application s21 TPCA 1847	Discretionary	per application	NB	25.00	75.00	75.00	0.00%
Event application fee for charity and community not on Council land	Discretionary	It should be noted that there are a number of funds and grants available to support charities and community events to potentially offset relevant fees, details will be provided on the council website	NB	40.00	20.00	20.00	0.00%
Event application fee for commercial events not on Council land	Discretionary	per application	NB	40.00	40.00	40.00	0.00%

DISCRETIONARY & STATUTORY FEES 2024/25							
LICENSING FEES							
Item	**Statutory or Discretionary**	**Description/Comments**	**VAT Indicator**	**Charge 2022/23 £**	**Charge 2023/24 £**	**Charge 2024/25 £**	**Increase / Decrease on 2023/24 %**
Food Hygiene							
Level 1 course	Discretionary		EX	35.00	35.00	35.00	0.00%
Level 2 course	Discretionary		EX	48.00	48.00	48.00	0.00%
Re-sit (at time of next course)	Discretionary		EX	18.00	18.00	18.00	0.00%
Re-sit (oral)	Discretionary		EX	42.00	42.00	42.00	0.00%
Food Safety Charges							
Food surrender inspection and issuing of certificate	Discretionary	Set fee for first hour, then officers hourly rate thereafter.	NB	106.00	123.00	129.00	5%
Disposal/tipping costs charge at cost	Charged by tip		NB	Cost recovery	Cost recovery	Cost recovery	N/A
Food Hygiene Rating Scheme (FHRS) re-inspection to rescore following request from the food business operator	Discretionary		NB	90.00	105.00	111.00	6%
Food safety advisory visits - to include a 2 hour consultation, follow up reports and supporting documentation.	Discretionary		VT	120.00	120.00	144.00	6%
Food Export - confirmation enforcement / compliance. (Not EHC)	Discretionary	Original with seal	NB	75.00	75.00	79.00	5.33%
Private Water Supplies							
Private Water Supplies (England) Regulations 2018 Risk assessment	Statutory	Time taken to carry out the risk assessment (including travel and administration) at the officers hourly rate. This must be carried out at least every five years for each supply.	NB	Up to £500	Cost recovery	Cost recovery	N/A
Private Water Supplies (England) Regulations 2018 Sampling visit	Statutory	Time taken to carry out the sampling (including travel and administration) at the (sampling and administration) officers' hourly rate. Charge for a visit and to take a sample + administrative costs (including arranging with laboratory and invoicing).	NB	Up to £100	Cost recovery	Cost recovery	N/A

DISCRETIONARY & STATUTORY FEES 2024/25							
LICENSING FEES							
Item	**Statutory or Discretionary**	**Description/Comments**	**VAT Indicator**	**Charge 2022/23 £**	**Charge 2023/24 £**	**Charge 2024/25 £**	**Increase / Decrease on 2023/24 %**
Private Water Supplies							
Private Water Supplies (England) Regulations 2018 Investigation e.g. of a complaint or a breach of a regulatory standard	Statutory	Time taken to carry out the investigation (including travel and administration) at the officers hourly rate.	NB	Up to £100	Cost recovery	Cost recovery	N/A
Private Water Supplies (England) Regulations 2018 Granting an authorisation	Statutory	Time taken to carry out the work involved in granting an authorisation at the officers and administrative officers hourly rates. This follows an application by the owner of a supply for permission to breach a standard temporarily whilst remedial work is carried out	NB	Up to £100	Cost recovery	Cost recovery	N/A
Private Water Supplies (England) Regulations 2018 Sample analysis at a laboratory	Statutory	Actual charge levied by the laboratory up to the maximum. Check monitoring is carried out to ensure that water complies with standards. Where possible it is carried out at the same time as any requirement for audit monitoring, to keep cost down. Single/small supply rates £25 and large/commercial supplies £100.	NB	Up to £100	Cost recovery	Cost recovery	N/A
Miscellaneous							
Scrap Metal Site Licence	Discretionary		NB	354.00	411.00	431.50	4.99%
Scrap Metal Collectors Licence	Discretionary		NB	237.00	275.00	288.50	4.91%
Scrap Metal Site Licence - Renewal	Discretionary		NB	237.00	275.00	288.50	4.91%
Scrap Metal Collectors Licence - Renewal	Discretionary		NB	118.00	137.00	143.50	4.74%
Scrap Metal Variations	Discretionary		NB	89.00	103.00	108.00	4.85%
Scrap Metal Replacement Licence	Discretionary		NB	12.50	14.50	15.00	3.45%
Distribution of free printer material - week permit	Discretionary		NB	31.00	36.00	37.50	4.17%
Distribution of free printer material - month permit	Discretionary		NB	57.00	66.00	69.00	4.55%
Distribution of free printer material - year permit	Discretionary		NB	103.00	119.00	125.00	5.04%

DISCRETIONARY & STATUTORY FEES 2024/25							
LICENSING FEES							
Item	**Statutory or Discretionary**	**Description/Comments**	**VAT Indicator**	**Charge 2022/23** £	**Charge 2023/24** £	**Charge 2024/25** £	**Increase / Decrease on 2023/24** %
Gambling Act							
New small casino	Statutory Maximum	New application	NB	7,535.00	8,000.00	8,000.00	0.00%
		Annual fee	NB	4,277.00	4,962.00	5,000.00	0.77%
		Variation	NB	3,084.00	3,578.00	3,757.00	5.00%
		Transfer	NB	1,794.00	1,800.00	1,800.00	0.00%
		Re-instatement	NB	1,507.00	1,749.00	1,800.00	2.92%
		Provisional statement	NB	7,536.00	8,000.00	8,000.00	0.00%
		Provisional statement holders	NB	2,677.00	3,000.00	3,000.00	0.00%
		Copy licence	NB	25.00	25.00	25.00	0.00%
		Notification of change	NB	50.00	50.00	50.00	0.00%
New large casino	Statutory Maximum	New application	NB	8,966.00	10,000.00	10,000.00	0.00%
		Annual fee	NB	8,626.00	10,000.00	10,000.00	0.00%
		Variation	NB	4,077.00	4,730.00	4,967.00	5.01%
		Transfer	NB	2,106.00	2,150.00	2,150.00	0.00%
		Re-instatement	NB	2,150.00	2,150.00	2,150.00	0.00%
		Provisional statement	NB	9,016.00	10,000.00	10,000.00	0.00%
		Provisional statement holders	NB	4,428.00	5,000.00	5,000.00	0.00%
		Copy licence	NB	25.00	25.00	25.00	0.00%
		Notification of change	NB	50.00	50.00	50.00	0.00%
Regional casino	Statutory Maximum	New application	NB	14,201.00	15,000.00	15,000.00	0.00%
		Annual fee	NB	13,317.00	15,000.00	15,000.00	0.00%
		Variation	NB	6,652.00	7,500.00	7,500.00	0.00%
		Transfer	NB	4,852.00	5,629.00	5,910.00	4.99%
		Re-instatement	NB	4,852.00	5,629.00	5,910.00	4.99%
		Provisional statement	NB	14,201.00	15,000.00	15,000.00	0.00%
		Provisional statement holders	NB	6,915.00	8,000.00	8,000.00	0.00%
		Copy licence	NB	25.00	25.00	25.00	0.00%
		Notification of change	NB	50.00	50.00	50.00	0.00%

DISCRETIONARY & STATUTORY FEES 2024/25							
LICENSING FEES							
Item	**Statutory or Discretionary**	**Description/Comments**	**VAT Indicator**	**Charge 2022/23** £	**Charge 2023/24** £	**Charge 2024/25** £	**Increase / Decrease on 2023/24** %
Gambling Act							
Bingo club	Statutory Maximum	New application	NB	2,581.00	2,994.00	3,144.00	5.01%
		Annual fee	NB	804.00	933.00	980.00	5.04%
		Variation	NB	1,750.00	1,750.00	1,750.00	0.00%
		Transfer	NB	981.00	1,138.00	1,195.00	5.01%
		Re-instatement	NB	981.00	1,138.00	1,195.00	5.01%
		Provisional statement	NB	2,581.00	2,994.00	3,144.00	5.01%
		Provisional statement holders	NB	1,067.00	1,200.00	1,200.00	0.00%
		Copy licence	NB	25.00	25.00	25.00	0.00%
		Notification of change	NB	50.00	50.00	50.00	0.00%
Betting Premises (excluding tracks)	Statutory Maximum	New application	NB	2,626.00	3,000.00	3,000.00	0.00%
		Annual fee	NB	522.00	600.00	600.00	0.00%
		Variation	NB	1,492.00	1,500.00	1,500.00	0.00%
		Transfer	NB	981.00	1,138.00	1,195.00	5.01%
		Re-instatement	NB	981.00	1,138.00	1,195.00	5.01%
		Provisional statement	NB	2,581.00	2,994.00	3,000.00	0.20%
		Provisional statement holders	NB	1,067.00	1,200.00	1,200.00	0.00%
		Copy licence	NB	25.00	25.00	25.00	0.00%
		Notification of change	NB	50.00	50.00	50.00	0.00%
Tracks	Statutory Maximum	New application	NB	2,018.00	2,341.00	2,458.00	5.00%
		Annual fee	NB	804.00	933.00	980.00	5.04%
		Variation	NB	1,250.00	1,250.00	1,250.00	0.00%
		Transfer	NB	950.00	950.00	950.00	0.00%
		Re-instatement	NB	979.00	950.00	950.00	0.00%
		Provisional statement	NB	2,018.00	2,341.00	2,458.00	5.00%
		Provisional statement holders	NB	950.00	950.00	950.00	0.00%
		Copy licence	NB	25.00	25.00	25.00	0.00%
		Notification of change	NB	50.00	50.00	50.00	0.00%

DISCRETIONARY & STATUTORY FEES 2024/25							
LICENSING FEES							
Item	**Statutory or Discretionary**	**Description/Comments**	**VAT Indicator**	**Charge 2022/23** £	**Charge 2023/24** £	**Charge 2024/25** £	**Increase / Decrease on 2023/24** %
Gambling Act							
Family Entertainment Centres	Statutory Maximum	New application	NB	2,000.00	2,000.00	2,000.00	0.00%
		Annual fee	NB	695.00	750.00	750.00	0.00%
		Variation	NB	913.00	1,000.00	1,000.00	0.00%
		Transfer	NB	950.00	950.00	950.00	0.00%
		Re-instatement	NB	950.00	950.00	950.00	0.00%
		Provisional statement	NB	2,000.00	2,000.00	2,000.00	0.00%
		Provisional statement holders	NB	883.00	950.00	950.00	0.00%
		Copy licence	NB	25.00	25.00	25.00	0.00%
		Notification of change	NB	50.00	50.00	50.00	0.00%
Adult Gaming Centre	Statutory Maximum	New application	NB	2,000.00	2,000.00	2,000.00	0.00%
		Annual fee	NB	809.00	939.00	986.00	5.01%
		Variation	NB	913.00	1,000.00	1,000.00	0.00%
		Transfer	NB	981.00	1,138.00	1,195.00	5.01%
		Re-instatement	NB	981.00	1,138.00	1,195.00	5.01%
		Provisional statement	NB	2,000.00	2,000.00	2,000.00	0.00%
		Provisional statement holders	NB	1,063.00	1,200.00	1,200.00	0.00%
		Copy licence	NB	25.00	25.00	25.00	0.00%
		Notification of change	NB	50.00	50.00	50.00	0.00%
Temporary Use Notices	Statutory Maximum	New application	NB	223.00	259.00	272.00	5.02%
Licensed Premises Gaming Machine Permit	Statutory Maximum	Grant	NB	150.00	150.00	150.00	0.00%
		Existing operator grant	NB	100.00	100.00	100.00	0.00%
		Variation	NB	100.00	100.00	100.00	0.00%
		Transfer	NB	25.00	25.00	25.00	0.00%
		Annual Fee	NB	50.00	50.00	50.00	0.00%
		Change of name	NB	25.00	25.00	25.00	0.00%
		Copy of permit	NB	15.00	15.00	15.00	0.00%

DISCRETIONARY & STATUTORY FEES 2024/25							
LICENSING FEES							
Item	**Statutory or Discretionary**	**Description/Comments**	**VAT Indicator**	**Charge 2022/23** £	**Charge 2023/24** £	**Charge 2024/25** £	**Increase / Decrease on 2023/24** %
Gambling Act							
Lottery Registration	Statutory Maximum	New Application	NB	40.00	40.00	40.00	0.00%
		Renewal	NB	20.00	20.00	20.00	0.00%
Licensed Premises Automatic Notification Process	Statutory Maximum	Notification	NB	50.00	50.00	50.00	0.00%
Club Gaming Permits	Statutory Maximum	Grant	NB	200.00	200.00	200.00	0.00%
		Grant (Club Premises Certificate holder)	NB	100.00	100.00	100.00	0.00%
		Existing operator grant	NB	100.00	100.00	100.00	0.00%
		Variation	NB	100.00	100.00	100.00	0.00%
		Renewal	NB	200.00	200.00	200.00	0.00%
		Renewal (Club Premises Certificate holder)	NB	100.00	100.00	100.00	0.00%
		Annual Fee	NB	50.00	50.00	50.00	0.00%
		Copy of permit	NB	15.00	15.00	15.00	0.00%
Club Machine Permits	Statutory Maximum	Grant	NB	200.00	200.00	200.00	0.00%
		Grant (Club Premises Certificate holder)	NB	100.00	100.00	100.00	0.00%
		Existing operator grant	NB	100.00	100.00	100.00	0.00%
		Variation	NB	100.00	100.00	100.00	0.00%
		Renewal	NB	200.00	200.00	200.00	0.00%
		Renewal (Club Premises Certificate holder)	NB	100.00	100.00	100.00	0.00%
		Annual Fee	NB	50.00	50.00	50.00	0.00%
		Copy of permit	NB	15.00	15.00	15.00	0.00%
Family Entertainment Centre Gaming Machine Permit	Statutory Maximum	Grant	NB	300.00	300.00	300.00	0.00%
		Renewal	NB	300.00	300.00	300.00	0.00%
		Existing operator grant	NB	100.00	100.00	100.00	0.00%
		Change of name	NB	25.00	25.00	25.00	0.00%
		Copy of permit	NB	15.00	15.00	15.00	0.00%

DISCRETIONARY & STATUTORY FEES 2024/25							
LICENSING FEES							
Item	**Statutory or Discretionary**	**Description/Comments**	**VAT Indicator**	**Charge 2022/23** £	**Charge 2023/24** £	**Charge 2024/25** £	**Increase / Decrease on 2023/24** %
Gambling Act							
Prize Gaming Permits	Statutory Maximum	Grant	NB	300.00	300.00	300.00	0.00%
		Renewal	NB	300.00	300.00	300.00	0.00%
		Existing operator grant	NB	100.00	100.00	100.00	0.00%
		Change of name	NB	25.00	25.00	25.00	0.00%
		Copy of permit	NB	15.00	15.00	15.00	0.00%
		Annual Fee	NB	20.00	20.00	20.00	0.00%
Hackney Carriage/Private Hire *							
Hackney Carriage & Private Hire Drivers Licence	Discretionary	For 1 year	NB	75.00	92.00	97.00	5.43%
		For 3 years	NB	154.00	190.00	200.00	5.26%
Vehicle Licence	Discretionary	New	NB	346.00	346.00	346.00	0.00%
		Renewal	NB	305.00	305.00	305.00	0.00%
Additional Hackney Carriage & Private Hire Drivers licence	Discretionary		NB	32.00	37.00	39.00	5.41%
Private Hire Operators	Discretionary	1-3 Vehicles	NB	148.00	200.00	210.00	5.00%
		4-10 Vehicles	NB	483.00	590.00	620.00	5.08%
		11+ Vehicles	NB	960.00	1,114.00	1,170.00	5.03%
Drivers Badge (replacement)	Discretionary		NB	13.00	15.00	15.00	0.00%
Fee for Returned (Bounced) Cheques	Discretionary		NB	19.00	22.00	23.00	4.55%
Transfer of vehicle licence (including plate)	Discretionary		NB	38.00	46.00	48.00	4.35%
Replacement Plate (internal/external)	Discretionary		NB	22.00	26.00	26.00	0.00%
Additional Vehicle under an Operators Licence	Discretionary	Category 1-3	NB	146.00	200.00		
	Discretionary	Category 4-10	NB	334.00	415.00	436.00	5.06%
	Discretionary	Category 11+	NB	483.00	560.00	588.00	5.00%

DISCRETIONARY & STATUTORY FEES 2024/25							
LICENSING FEES							
Item	**Statutory or Discretionary**	**Description/Comments**	**VAT Indicator**	**Charge 2022/23 £**	**Charge 2023/24 £**	**Charge 2024/25 £**	**Increase / Decrease on 2023/24 %**
Hackney Carriage/Private Hire *							
Replacement Licence	Discretionary		NB	13.00	15.00	15.00	0.00%
Hackney carriage knowledge test	Discretionary		NB	61.00	71.00	74.00	4.23%
DBS	Set by Home Office		NB	38.00	38.00	38.00	0.00%
Environmental Protection							
Contaminated land conveyance searches	Discretionary		NB	25.00	25.00	25.00	0.00%

VAT Indicator:
NB = Non Business no VAT
EX = Exempt from VAT
VT = Inclusive of VAT

* Last year saw a large overhaul of charges hence the variances on some fees.

DISCRETIONARY & STATUTORY FEES 2024/25

Monitoring Centre

Item	Description/Comments	VAT Indicator	Charge 2022/23 £	Charge 2023/24 £	Charge 2024/25 £	Increase / Decrease on 2023/24 %
Telecare/Lifeline						
Telecare Lifeline/Addition Installation (Within Kent)	One Off Payment per client	EX	82.00	82.00	82.00	0.00%
Telecare Lifeline/addition Postage and self install - Nation Wide	One off payment per client	EX	15.00	17.36	17.36	0.00%
Telecare Lifeline Monitoring and Equipment Hire	Annual Fee per client	EX	165.00	170.00	170.00	0.00%
NEW - Additional sensor monitoring annual fee		EX		108.00	108.00	
Supply of Second Pendant sensor	One off payment per client	EX	57.00	60.00	60.00	0.00%
Supply of Key safe - new style	One Off Payment per client	EX	72.00	75.00	75.00	0.00%
Supply of Key release Door Chain - new style	One Off Payment per client	EX	65.00	65.00	65.00	0.00%
Telecare/Lifeline Equipment	Replacement of Equipment due to Damage/Non Return	EX	211.00	240.00	240.00	0.00%
Purchase of Safe Socket	One off payment per safe socket required	EX	26.00	30.00	30.00	0.00%
Purchase of BT Cable for Lifeline	One off payment per BT cable required	EX	15.00	17.00	17.00	0.00%
Purchase of Fall Detector	One off payment per fall detector	EX	113.00	120.00	120.00	0.00%
Purchase of Carbon Monoxide Detector	One off payment per Carbon Monoxide Detector	EX	125.00	125.00	125.00	0.00%
Purchase of Flood Detector	One off payment per Flood Detector	EX	113.00	113.00	113.00	0.00%
Purchase of Pendant Easy Press	One off payment per Pendant Easy Press	EX	10.00	12.00	13.00	8.33%
Purchase of Smoke Alarm Detector	One off payment per Smoke Alarm Detector	EX	113.00	113.00	113.00	0.00%
Purchase of Power Cable	One off payment per Power Cable	EX	36.00	36.00	36.00	0.00%
Insurance CCTV review/download	One off payment for a data protection request from an insurance company	EX	125.00	125.00	125.00	0.00%

N.B. Costs are shown without VAT as most cases are Vat exempt however VAT will be added where a valid VAT exemption is not provided

VAT Indicator:
EX = Exempt from VAT

DISCRETIONARY & STATUTORY FEES 2024/25						
Other Charges						
Item	**Description/Comments**	**VAT Indicator**	**Charge 2022/23 £**	**Charge 2023/24 £**	**Charge 2024/25 £**	**Increase / Decrease on 2023/24 %**
Land Charges						
Standard Search Fee	Domestic Properties	VT	Cost Recovery			
	Non-Domestic Properties	VT	Cost Recovery			
Extra Questions		VT	Cost Recovery			
	NB All Land Charges Fees are to be set at on full cost recovery Basis - these need to be reviewed periodically throughout the year to ensure that this is achieved. ***The CON29 is also subject to VAT.***					
Street Administration						
Street Naming and numbering	1 Unit	NB	59.00	68.00	71.00	4.41%
	2-10 units	NB	47.00	55.00	58.00	5.45%
	Over 10 units	NB	43.00	50.00	53.00	6.00%
New Street Name		NB	140.00	162.00	170.00	4.94%
Rename Existing Street		NB	298.00	346.00	363.00	4.91%
Address Change	per property	NB	59.00	68.00	71.00	4.41%
Building Control						
Discretionary Works	Including Party Wall surveying, Fire Risk assessments, Access audits, SBEM, SAP ratings and other surveying activities. **Some of these costs are subject to VAT.**	VT	Cost Recovery			

DISCRETIONARY & STATUTORY FEES 2024/25						
Other Charges						
Item	**Description/Comments**	**VAT Indicator**	**Charge 2022/23 £**	**Charge 2023/24 £**	**Charge 2024/25 £**	**Increase / Decrease on 2023/24 %**
Charge for the Supply of Information and Photocopies of Documents						
Notices and Extracts	Authenticated Building Control Regulation Approval or Completion Certificate	VT	11.66	13.53	25.00	84.77%
	Architects Plans (A3 & A4)	VT	0.42	0.49	0.51	4.08%
	Architects Plans (A2+)	VT	7.29	8.46	8.88	4.96%
Fact sheets	Major Development Proposals in Ashford (per page)	VT	1.99	2.31	2.43	5.19%
	All other fact sheets (per page)	VT	0.42	0.49	0.51	4.08%
Requests for Planning Information*		VT	62.87	72.93	76.58	5.00%
Requests for Building Control Information*		VT	62.87	72.93	76.58	5.00%
Inspection of approved Building Regulation Plans*		VT	62.87	72.93	76.58	5.00%
Gas and Pipeline Extracts*		VT	7.86	9.12	9.58	5.04%
Postage and Packing		VT	1.09	1.26	1.32	4.76%
*Fee for additional work on information that is freely available on website						

VAT Indicator:
NB = Non Business no VAT
EX = Exempt from VAT
VT = Inclusive of VAT

DISCRETIONARY & STATUTORY FEES 24/25						
Other Charges						
Item	**Description/Comments**	**VAT Indicator**	**Charge 2022/23 £**	**Charge 2023/24 £**	**Charge 2024/25 £**	**Increase / Decrease on 2023/24 %**
Council Tax Collection						
Court costs	Summons costs	NB	60.00	60.00	60.00	0.00%
	Liability orders	NB	65.00	65.00	65.00	0.00%
Business Rates						
Court costs	Liability orders	NB	180.00	180.00	180.00	0.00%

VAT Indicator:
NB = Non Business no VAT
EX = Exempt from VAT
VT = Inclusive of VAT

DISCRETIONARY & STATUTORY FEES 2024/25						
Other Charges						
Item	**Description/Comments**	**VAT Indicator**	**Charge 2022/23 £**	**Charge 2023/24 £**	**Charge 2024/25 £**	**Increase / Decrease on 2023/24 %**
Chilmington Road Travellers Site						
Rent	Charge per week	NB	51.94	60.25	63.27	5.00%
Service Charge	Charge per week	NB	40.43	46.90	49.24	5.00%
Mobile Homes						
Annual monitoring fee *	* The charge per pitch is worked out retrospectively on an annual basis and covers costs such as officer time, petrol, paper etc. Therefore the cost fluctuates yearly depending on how many visits there were and is set in July each year as per the Park Home Policy. The fee quoted here is the hourly rate used for the calculations	NB	30.00	30.00	30.00	0.00%
Check & Depositing Site Rules		NB	71.00	82.00	86.00	4.88%
Site Licence Application Fees	Band 1 - 1-10 pitches	NB	404.00	469.00	492.00	4.90%
	Band 2 - 11-50 pitches	NB	451.00	523.00	549.00	4.97%
	Band 3 - 51-99 pitches	NB	596.00	691.00	726.00	5.07%
	Band 4 - 100-199 pitches	NB	740.00	858.00	901.00	5.01%
	Band 5 - 200+ pitches	NB	906.00	1051.00	1104.00	5.04%
Application to transfer a site licence	Band 1 - 1-10 pitches	NB	80.00	93.00	98.00	5.38%
	Band 2 - 11-50 pitches	NB	91.00	106.00	111.00	4.72%
	Band 3 - 51-99 pitches	NB	119.00	138.00	145.00	5.07%
	Band 4 - 100-199 pitches	NB	148.00	172.00	181.00	5.23%
	Band 5 - 200+ pitches	NB	181.00	210.00	221.00	5.24%
Application to amend a site licence	Band 1 - 1-10 pitches	NB	133.00	154.00	162.00	5.19%
	Band 2 - 11-50 pitches	NB	149.00	173.00	182.00	5.20%
	Band 3 - 51-99 pitches	NB	197.00	229.00	240.00	4.80%
	Band 4 - 100-199 pitches	NB	244.00	283.00	297.00	4.95%
	Band 5 - 200+ pitches	NB	299.00	347.00	364.00	4.90%
Homelessness						
Copy of File		VT	10.00	10.00	10.00	0.00%

DISCRETIONARY & STATUTORY FEES 2024/25

Other Charges

Item	Description/Comments	VAT Indicator	Charge 2022/23 £	Charge 2023/24 £	Charge 2024/25 £	Increase / Decrease on 2023/24 %
Private Sector Housing						
Charge for service of enforcement notices Housing Act 2004 (per notice)	Incorporating improvement notices, prohibition orders, emergency remedial action, emergency prohibition orders, demolition orders	NB	318.00	369.00	387.00	4.88%
Charge to carry out inspections in respect of a UK entry application		NB	128.00	148.00	155.00	4.73%
Making a prohibition notice (Housing Act 2004 sec 20 or 21	Discretion regarding matters relating to over-crowding,but other issues which require a notice to be charged at £300	NB	361.00	419.00	440.00	5.01%
Charge for making an emergency prohibition order - Housing Act 2004		NB	240.00	278.00	292.00	5.04%
Charge for undertaking emergency remedial action (Housing Act 2004)	Charge between £100 - £500,depending on the extent of emergency works carried out	VT	100 - 500	100 - 500	100 - 500	
Penalty Charge notices - the smoke and carbon monoxide alarm regulations 2015	First Offence £5,000,an early payment will attract a discount of 50% making it £2,500	NB	2,652.00	3,076.00	3,230.00	5.01%
	For subsequent offences the penalty will be £5,000 to deter continued non-compliance.No early payment discount would apply	NB	5,305.00	6,154.00	6,462.00	5.00%
House in Multiple Occupation Licence Fee	Five Year Licence - 1st property	NB	802.00	802.00	842.00	4.99%
	Five Year Licence - subsequent properties	NB	802.00	802.00	842.00	4.99%
ABC Lettings						
Management charge	Agreed with landlord	VT	10% -12.5%	10%	10%	0.00%
Landlords one-off set up fee		VT	250.00	250.00	250.00	0.00%
Repairs Service		VT	Cost +10%	Cost +10%	Cost +10%	0.00%

VAT Indicator:
NB = Non Business no VAT
EX = Exempt from VAT
VT = Inclusive of VAT

DISCRETIONARY & STATUTORY FEES 2024/25

Parking Charges

Item	Description/Comments	VAT Indicator	Charge 2022/23 £	Charge 2023/24 £	Charge 2024/25 £	Increase / Decrease on 2023/24 %
Season Tickets (Ashford)						
	Flour Mills car park 1 month	VT	74.00	74.00	74.00	0.00%
	Flour Mills car park 3 months	VT	210.00	210.00	210.00	0.00%
	Flour Mills car park 6 months	VT	396.00	396.00	396.00	0.00%
	Flour Mills car park 12 months	VT	742.00	742.00	742.00	0.00%
	Town Centre 1 month	VT	83.00	83.00	83.00	0.00%
	Town Centre 3 Months	VT	236.00	236.00	236.00	0.00%
	Town Centre 6 Months	VT	445.00	445.00	445.00	0.00%
	Town Centre 12 Months	VT	836.00	836.00	836.00	0.00%
Season Tickets (Tenterden)						
	Bridewell Lane car park 1 month	VT	83.00	83.00	83.00	0.00%
	Bridewell Lane car park 3 months	VT	236.00	236.00	236.00	0.00%
	Bridewell Lane car park 6 months	VT	445.00	445.00	445.00	0.00%
	Bridewell Lane car park 12 months	VT	863.00	863.00	863.00	0.00%
	Bridewell Lane Reserved 12 months	VT	1,672.00	1,672.00	1,672.00	0.00%
	**Season Tickets issued for Bridewell Lane car park are also valid in the rear car park at Tenterden Leisure Centre*					
	Admin Charge for refund of Season ticket	VT	10.00	10.00	10.00	0.00%
Residents Permits						
	Zone A Annual	NB	125.00	125.00	125.00	0.00%
	Zone B Annual	NB	55.00	55.00	55.00	0.00%
	Zone D Annual	NB	35.00	35.00	35.00	0.00%
	Zone E Annual	NB	35.00	35.00	35.00	0.00%
	Zone F Annual	NB	35.00	35.00	35.00	0.00%
	Zone G Annual	NB	35.00	35.00	35.00	0.00%

DISCRETIONARY & STATUTORY FEES 2024/25						
Parking Charges						
Item	**Description/Comments**	**VAT Indicator**	**Charge 2022/23 £**	**Charge 2023/24 £**	**Charge 2024/25 £**	**Increase / Decrease on 2023/24 %**
Other Permits						
	Visitor's permits each	EX	1.00	1.00	1.00	0.00%
	HPA parking permit annual	VT	760.00	760.00	760.00	0.00%
	DSA parking permit annual	VT	760.00	760.00	760.00	0.00%
	International House permit discounted 12 months	VT	380.00	380.00	380.00	0.00%
	International House permit full price 12 months	VT	760.00	760.00	760.00	0.00%
Misc Charges						
	Waivers/Dispensations - per week or part week	VT	30.00	30.00	30.00	0.00%
	Waivers/Dispensations - Additional Charge for occupying on street pay and display bay, per bay per day (only applies for individual days if fully week £30 charge applies effectively 2 days free)	VT	10.00	10.00	10.00	0.00%
	Waivers/Dispensations - Additional Charge for occupying on street pay and display bay, per bay per week	VT	30.00	30.00	30.00	0.00%
	Bay Suspensions per week	VT	50.00	50.00	50.00	0.00%
	Replacement of lost cones per cone	VT	20.00	20.00	20.00	0.00%
	Locked car park-vehicle release fee	VT	55.00	55.00	55.00	0.00%
	Clamping release fee - Day	VT	40.00	40.00	40.00	0.00%
	Clamping release fee - Night	VT	150.00	150.00	150.00	0.00%
	Printing Charges Up to 5 pages per page	VT	0.50	0.50	0.50	0.00%
	Printing Charges more than 5 pages per page	VT	0.10	0.10	0.10	0.00%

DISCRETIONARY & STATUTORY FEES 2024/25						
Parking Charges						
Item	**Description/Comments**	**VAT Indicator**	**Charge 2022/23 £**	**Charge 2023/24 £**	**Charge 2024/25 £**	**Increase / Decrease on 2023/24 %**
Car Park Charges (Ashford)						
	Civic Centre and Stour Centre car park per hour over 2 hours. Linear Charge in 5p increments	VT	1.20	1.20	1.30	8.33%
	Civic Centre and Stour Centre car park charge over 4 hours Mon-Fri	VT	12.00	12.00	13.20	10.00%
	Civic Centre and Stour Centre car park charge over 4 hours Sat and Sun	VT	5.50	5.50	6.00	9.09%
	Civic Centre and Stour Centre car park per hour Coach Charge (Linear Charge in 5p increments)	VT	1.85	1.85	2.00	8.11%
	Civic Centre and Stour Centre car park Coach charge over 4 hours	VT	12.00	12.00	13.20	10.00%
	Dover Place car park per hour	VT	1.20	1.20	1.30	8.33%
	Dover Place car park over 4 hours	VT	5.50	5.50	6.00	9.09%
	Elwick Road car park per hour	VT	1.20	1.20	1.30	8.33%
	Elwick Road car park over 4 hours	VT	5.50	5.50	6.00	9.09%
	Elwick Place car park up to 2 hours	VT	2.40	2.40	2.60	0.00%
	Elwick Place car park up to 3 hours	VT	3.60	3.60	3.90	0.00%
	Elwick Place car park up to 4 hours	VT	4.80	4.80	5.20	0.00%
	Elwick Place car park up to 5 hours	VT	6.00	6.00	6.50	0.00%
	Elwick Place car park over 5 hours	VT	12.00	12.00	13.20	0.00%
	Elwick Place car park Travelodge	VT	7.50	7.50	7.50	0.00%
	Edinburgh Road car park per hour	VT	1.20	1.20	1.30	8.33%
	Edinburgh Road car park charge over 4 hours	VT	5.50	5.50	6.00	9.09%
	Flour Mills car park per hour	VT	1.20	1.20	1.30	8.33%
	Flour Mills car park charge over 4 hours	VT	4.80	4.80	4.80	0.00%
	Station Road Ashford car park per hour	VT	1.20	1.20	1.30	8.33%
	Station Road Ashford car park charge over 4 hours	VT	5.50	5.50	6.00	9.09%
	Vicarage Lane car park per hour	VT	1.20	1.20	1.30	8.33%
	Vicarage Lane car park charge over 4 hours	VT	12.00	12.00	13.20	10.00%
	Victoria Road car park per hour ** (new car park)	VT	1.20	1.20	1.30	8.33%
	Victoria Road car park charge over 4 hours ** (new car park)	VT	5.50	5.50	6.00	9.09%

DISCRETIONARY & STATUTORY FEES 2024/25

Parking Charges

Item	Description/Comments	VAT Indicator	Charge 2022/23 £	Charge 2023/24 £	Charge 2024/25 £	Increase / Decrease on 2023/24 %
Car Park Charges (Tenterden)						
	Bridewell Lane car park per hour	VT	1.20	1.20	1.30	8.33%
	Bridewell Lane car park over 4 hours	VT	5.50	5.50	6.00	9.09%
	Recreation Ground Road car park per hour	VT	1.20	1.20	1.30	8.33%
	Recreation Ground Road car park over 4 hours	VT	12.00	12.00	13.20	10.00%
	Station Road car park Tenterden per hour	VT	1.20	1.20	1.30	8.33%
	Station Road car park Tenterden over 4 hours	VT	12.00	12.00	13.20	10.00%
	Station Road car park Tenterden per hour Coach charge	VT	1.85	1.85	2.00	8.11%
	Station Road car park Tenterden over 4 hours coach charge	VT	12.00	12.00	13.20	10.00%
	Tenterden Leisure Centre car park per hour	VT	1.20	1.20	1.30	8.33%
	Tenterden Leisure Centre car park over 4 hours	VT	12.00	12.00	13.20	10.00%
	Tenterden Leisure Centre car park Coach charge per hour	VT	1.85	1.85	2.00	8.11%
	Tenterden Leisure Centre car park Coach charge over 4 hours	VT	12.00	12.00	13.20	10.00%
On Street Parking Charges						
	Charge per hour before 6pm	NB	1.20	1.20	1.30	8.33%
	Charge after 6pm for parking up to 1 hour	NB	1.20	1.20	1.30	8.33%
	Charge after 6pm for parking over one hour	NB	3.30	3.30	3.60	9.09%
Penalty Charge Notices						
	Lower level	NB	50.00	50.00	50.00	0.00%
	Higher level	NB	70.00	70.00	70.00	0.00%

Where an actual recharge (based on hours worked) exceeds minimum figures above, the actual charge is to be levied unless commercial in which case an uplift of a minimum of 50% should be considered with Team Leader or Head of Service.

VAT Indicator:
EX = Exempt from VAT
VT = Inclusive of VAT
NB = Non Business no VAT

DISCRETIONARY & STATUTORY FEES 2024/25						
Planning Services						
Item	**Description/Comments**	**VAT Indicator**	**Charge 2022/23 £**	**Charge 2023/24 £**	**Charge 2024/25 £**	**Increase / Decrease on 2023/24 %**
Compliance Check	For domestic Development	VT	96.00	111.00	117.00	5.41%
(Confirmation that a development has been built in accordance with the approved plans)	*For a Domestic proposal that requires a site visit*	VT	185.00	215.00	226.00	5.12%
Research of Planning History	To confirm whether or not permitted development rights have been removed from a dwelling	VT	48.00	56.00	59.00	5.36%
Formal Complaint under High Hedges Legalisation		VT	527.00	611.00	642.00	5.07%
Pre-Application Planning & Policy Advice - Agreed by Cabinet						
Householder extensions, alterations and others	Written advice only	VT		140.00	147.00	5.00%
	1st meeting & written advice	VT		280.00	294.00	5.00%
Minor developments 1-4 dwellings	Written advice only	VT		400.00	420.00	5.00%
	1st meeting & written advice	VT		600.00	630.00	5.00%
Minor developments 1-4 dwellings	Written advice only	VT		700.00	735.00	5.00%
	1st meeting & written advice	VT		1,000.00	1,050.00	5.00%
Small major developments 10-49 dwellings	Written advice only	VT		1,500.00	1,575.00	5.00%
	1st meeting & written advice	VT		2,500.00	2,625.00	5.00%
Large major developments 50+ dwellings	1st meeting & written advice	VT		4,000.00	4,200.00	5.00%
Follow up advice	50% of original fee	VT		50%	50%	0.00%
Strategic developments in excess of 250 dwellings including mixed uses	1st meeting & written advice - 5000 plus PPA with 75% follow up fees to be agreed on a case by case basis	VT		5000+ (see description)	5000+ (see description)	

DISCRETIONARY & STATUTORY FEES 2024/25						
Planning Services						
Item	**Description/Comments**	**VAT Indicator**	**Charge 2022/23 £**	**Charge 2023/24 £**	**Charge 2024/25 £**	**Increase / Decrease on 2023/24 %**
Pre-Application Planning & Policy Advice - Agreed by Cabinet						
PPAs	1st meeting & written advice - Negotiable depending on what service the applicant demands, such as a dedicated resource	VT		Negotiable	Negotiable	
Commerical up to 250sqm	Written advice only	VT		150.00	158.00	5.33%
	1st meeting & written advice	VT		300.00	315.00	5.00%
Commerical 250 to 500sqm	Written advice only	VT		300.00	315.00	5.00%
	1st meeting & written advice	VT		500.00	525.00	5.00%
Commerical 500 to 1000sqm	Written advice only	VT		900.00	945.00	5.00%
	1st meeting & written advice	VT		1,200.00	1,260.00	5.00%
Commerical over 1000sqm	1st meeting & written advice	VT		1200 + 500	1200 + 500 per	
Follow up advice	Written advice only - 50% of original fee	VT		50%	50%	0.00%
	1st meeting & written advice - 50% of original fee	VT		50%	50%	0.00%
Charities	Written advice only - Half the fee	VT		Half	Half	
	1st meeting & written advice - Half the fee	VT		Half	Half	
Tree works advice	Written advice only	VT		100.00	105.00	5.00%
	1st meeting & written advice	VT		200.00	210.00	5.00%
	Written advice only - Half the relevant pre-application fee	VT		Half	Half	
	1st meeting & written advice - Half the relevant pre-application fee	VT		Half	Half	

All other Statutory charges apply

VAT Indicator:
NB = Non Business no VAT
EX = Exempt from VAT
VT = Inclusive of VAT

DISCRETIONARY & STATUTORY FEES 2024/25

Charges for Room Hire

Item	Description/Comments	VAT Indicator	Charge 2022/23 £	Charge 2023/24 £	Charge 2024/25 £	Increase / Decrease on 2023/24 %
Room Hire	Council Chamber - Up to 4 hours	VT	164.00	164.00	164.00	0.00%
	- Full Day	VT	288.00	288.00	288.00	0.00%
	- Evening after 5pm	VT	264.00	264.00	264.00	0.00%
	Committee Rooms - Up to 4 hours	VT	86.00	86.00	86.00	0.00%
	- Full Day	VT	155.00	155.00	155.00	0.00%
	`- Evening after 5pm	VT	149.00	149.00	149.00	0.00%

VAT Indicator:
VT = Inclusive of VAT

This page has been intentionally left blank