Budget book
2018-19

Budget book
2018-19

ASHFORD
BOROUGH COUNCIL

ASHFORD

This page has been intentionally left blank

ASHFORD BOROUGH COUNCIL

BUDGET BOOK 2018/19

CONTENTS

	Page No.
BUDGET INTRODUCTION	5
COUNCIL TAX STATISTICS	7
PARISH EXPENDITURE	10
NNDR STATISTICS	11
GENERAL FUND	
General Fund Summary	20
Subjective Analysis	21
Analysis of Estimated Reserves	22
SERVICE BUDGETS AND PLANS	
Corporate Policy, Economic Development & Communications	24
Legal and Democracy	30
Planning	36
Finance & IT	44
HR & Customer Services	60
Housing	64
Health, Parking and Community Safety	72
Environment & Land Management	78
Corporate Property & Projects	84
Culture	90
Net Interest & Capital Charges	98
HOUSING REVENUE ACCOUNT	100
CAPITAL PROGRAMME	108
FEES AND CHARGES	110

This page has been intentionally left blank

ASHFORD BOROUGH COUNCIL

BUDGET 2018/19

Introduction

This Budget Book shows the Council's revenue estimates for 2018/19, the Capital Programme 2018/19 to 2020/21 and the Fees and Charges effective from 1st April 2018.

This budget supports the key themes of the Council's 5 year Corporate Plan which was adopted in October 2015.

The Government have issued a four year settlement plan which the Council accepted in October 2016, 2018/19 represents the third year of the plan which reduces grant funding to zero for 2019/20.

This budget reflects changes in New Homes Bonus funding which has seen the accumulation of funding reduced from 6 years to 5 years in 2017/18, and then to 4 years for the 2018/19 budget.

This budget book also includes the NNDR1 form which is the estimate for business rate income for the coming year. This includes an allowance for appeals, provisions and increasing reliefs and reflects the Council's position in the Kent 100% Business Rate Pool Pilot.

This page has been intentionally left blank

COUNCIL TAX STATISTICS

2017/18 No		2018/19 No	% Increase
	COUNCIL TAX		
44,672	Tax Base	45,680	N/A
£	Band D Rates:	**£**	**% Increase**
154.00	Ashford Borough Council	157.50	2.27%
1,178.82	Kent County Council	1,237.68	4.99%
157.15	Kent Police Authority	169.15	7.64%
73.35	Kent and Medway Fire Authority	73.35	0.00%
1,563.32		**1,637.68**	**4.76%**
	PRECEPTS		
6,879,437	Ashford Borough Council	7,194,600	N/A
52,659,858	Kent County Council	56,537,222	N/A
7,020,153	Kent Police Authority	7,726,772	N/A
3,276,667	Kent and Medway Fire Authority	3,350,628	N/A
1,433,926	Parish Councils	1,614,400	N/A
71,270,041		**76,423,622**	**N/A**

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	Kent Police	Kent Fire	TOTAL
2009/10	135.27	1,026.27	134.65	66.06	1,362.25
2010/11	140.67	1,047.78	138.68	67.95	1,395.08
2011/12	140.67	1,047.78	138.68	67.95	1,395.08
2012/13	140.67	1,047.78	138.68	67.95	1,395.08
2013/14	145.45	1,047.78	141.47	67.95	1,402.65
2014/15	145.45	1,068.66	144.28	69.30	1,427.69
2015/16	145.45	1,089.99	147.15	70.65	1,453.24
2016/17	150.00	1,133.55	152.15	72.00	1,507.70
2017/18	154.00	1,178.82	157.15	73.35	1,563.32
2018/19	157.50	1,237.68	169.15	73.35	1,637.68

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 £2.17 (Crundale) to £115.76 (Tenterden). The total of all Parish Precepts is £1,614,400, an increase of 12.6% over 2017/18.

CALCULATION OF THE BUDGET REQUIREMENT AND COUNCIL TAX AT BAND D		
	£	£
Gross Expenditure - General Fund	66,588,239.00	
Gross Expenditure - HRA	29,213,770.00	
Parish Precepts	1,614,399.94	
		97,416,408.94
Less Gross Income	(81,391,250.00)	
		(81,391,250.00)
NET EXPENDITURE		16,025,158.94
Add Deficit Distribution from Collection Fund	(200,000.00)	
New Homes Bonus	(2,478,399.00)	
Retained Business Rates	(2,728,400.00)	
Government Grant (RSG and S31 grants)	(1,809,270.00)	
		(7,216,069.00)
BUDGET REQUIREMENT		8,809,089.94
Less Parish Precepts		(1,614,399.94)
Council Tax Requirement		7,194,690.00
Council Tax Base		45,680.00
Band 'D' Council Tax		157.50
Average including Parishes		192.84

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 £150.00 Band D multiplied by item 1 above to give the Council Tax for the year in respect of valuation band	105.00	122.50	140.00	157.50	192.50	227.50	262.50	315.00
3.	Precepts issued to the Council								
	1. Kent County Council	825.12	962.64	1100.16	1237.68	1512.72	1787.76	2062.80	2475.36
	2. Kent Police Authority	112.77	131.56	150.36	169.15	206.74	244.33	281.92	338.30
	3. Kent and Medway Fire Rescue Authority (provisional figure).	48.90	57.05	65.20	73.35	89.65	105.95	122.25	146.70
4.	The total of items 2 and 3 above, which is the full Council Tax before Parish precepts for 2016/17	1091.79	1273.75	1455.72	1637.68	2001.61	2365.54	2729.47	3275.36

PARISH EXPENDITURE AND PRECEPTS 2018/19

Local tax base 2018/2019	Parish	Precept 2017/2018 Charged to taxpayers	2017/2018 Local Tax at Band D	Precept 2018/2019		Total	Percentage Change in Precept	Local tax (at Band D)	Percentage change	Concurrent grant allocated	Amount claimed	Total paid to Parish
				Charged to taxpayers	Council tax support grant						2018/2019	2018/2019
		£		£	£			£		£	£	
606.43	Aldington & Bonnington	28,515.00	47.97	29,118.00	920	30,038.00	2%	48.02	0%	860.00	860	30,898
337.89	Appledore	26,000.00	76.78	26,000.00	750.00	26,750.00	0%	76.95	0%	1,050.00	1,050	27,800.00
706.02	Bethersden	22,760.00	32.40	23,000.00	1,110	24,110.00	1%	32.58	1%	620.00	620	24,730
1,109.22	Biddenden	51,283.00	46.80	52,308.66	1,440	53,748.66	2%	47.16	1%	430.00	430	54,179
143.57	Bilsington	4,230.00	29.05	4,375.00	180	4,555.00	3%	30.47	5%	280.00	280	4,835
1,042.11	Boughton Aluph and Eastwell	26,280.00	24.62	26,280.00	1,090	27,370.00	0%	25.22	2%	790.00	790	28,160
590.54	Brabourne	34,000.00	56.95	35,000.00	390	35,390.00	3%	59.27	4%	530.00	530	35,920
161.41	Brook	7,070.00	45.61	7,170.00	30	7,200.00	1%	44.42	-3%	280.00	280	7,480
485.72	Challock	15,770.00	34.82	15,800.00	200	16,000.00	0%	32.53	-7%	690.00	690	16,690
1,283.12	Charing	87,098.00	66.68	90,582.00	2,440	93,022.00	4%	70.60	6%	2,650.00	2,650	95,672
753.74	Chilham	26,498.00	35.51	36,883.00	1,230	38,113.00	39%	48.93	38%	1,040.00	1,040	39,153
92.32	Crundale (PM)	200.00	2.15	200.00	10	210.00	0%	2.17	1%	280.00	280	490
504.99	Egerton	18,331.00	36.57	18,329.00	430	18,759.00	0%	36.30	-1%	660.00	660	19,419
169.27	Godmersham	5,430.00	31.46	5,420.00	80	5,500.00	0%	32.02	2%	280.00	280	5,780
2,424.57	Great Chart with Singleton	174,821.00	72.40	177,271.00	3,720	180,991.00	1%	73.11	1%	2,770.00	2,770	183,761
112.70	Hastingleigh	3,010.00	26.36	2,980.00	110	3,090.00	-1%	26.44	0%	280.00	280	3,370
734.03	High Halden	33,054.00	46.16	33,054.00	1,050	34,104.00	0%	45.03	-2%	750.00	750	34,854
270.24	Hothfield	9,500.00	35.98	9,500.00	1,230	10,730.00	0%	35.15	-2%	280.00	280	11,010
108.43	Kenardington	4,850.00	45.18	4,830.00	190	5,020.00	0%	44.54	-1%	280.00	280	5,300
4,340.77	Kingsnorth	145,484.00	32.81	210,570.00	3,990	214,560.00	45%	48.51	48%	590.00	590	215,150
129.36	Little Chart	6,000.00	46.60	6,000.00	50	6,050.00	0%	46.38	0%	320.00	320	6,370
828.86	Mersham and Sevington	15,046.80	20.32	15,130.00	670	15,800.00	1%	18.25	-10%	370.00	370	16,170.00
108.49	Molash	4,000.00	37.01	4,000.00	200	4,200.00	0%	36.87	0%	280.00	280	4,480
100.27	Newenden	5,020.00	49.23	4,975.00	110	5,085.00	-1%	49.62	1%	280.00	280	5,365
585.22	Orlestone	20,390.00	34.14	20,300.00	950	21,250.00	0%	34.69	2%	280.00	280	21,530
485.68	Pluckley	46,200.00	97.12	47,124.00	710	47,834.00	2%	97.03	0%	780.00	780	48,614
686.62	Rolvenden	25,146.62	36.93	31,433.28	1,110	32,543.28	25%	45.78	24%	1,910.00	1,910	34,453
334.63	Ruckinge	10,000.00	29.81	10,000.00	280	10,280.00	0%	29.88	0%	280.00	280	10,560
538.60	Shadoxhurst	15,000.00	27.62	17,000.00	620	17,620.00	13%	31.56	14%	410.00	410	18,030
653.21	Smarden	28,640.00	44.71	29,640.00	700	30,340.00	3%	45.38	1%	600.00	600	30,940
362.20	Smeeth	22,376.00	62.14	23,047.00	580	23,627.00	3%	63.63	2%	370.00	370	23,997
751.30	Stanhope	16,018.00	20.62	16,158.00	4,650	20,808.00	1%	21.51	4%	280.00	280	21,088
201.88	Stone	5,500.00	27.26	5,500.00	330	5,830.00	0%	27.24	0%	280.00	280	6,110
3,593.04	Tenterden (TC)	335,700.00	94.99	415,914.00	5,170	421,084.00	24%	115.76	22%	3,360.00	3,360	424,444
171.94	Warehorne	4,449.00	25.44	4,500.00	100	4,600.00	1%	26.17	3%	280.00	280	4,880
325.29	Westwell	15,759.00	48.55	15,985.00	260	16,245.00	1%	49.14	1%	1,730.00	1,730	17,975
525.96	Wittersham	24,035.00	45.40	24,515.00	920	25,435.00	2%	46.61	3%	1,580.00	1,580	27,015
846.30	Woodchurch	22,800.00	27.31	24,800.00	1,080	25,880.00	9%	29.30	7%	1,150.00	1,150	27,030
1,028.12	Wye with Hinxhill	87,662.00	85.55	89,708.00	1,860	91,568.00	2%	87.25	2%	300.00	300	91,868
28,234.06		1,433,926.42	1,687.01	1,614,399.94	40,940.00	1,655,339.94				30,230.00	30,230	1,685,570

NON- DOMESTIC RATES STATISTICS			
2017/18			**2018/19**
46.6	Rate in the pound :	Rateable Value below £51,000	48.0
47.9		Rateable Value £51,000 and above	49.3
£129,106,588	Rateable Value		£128,186,716
4,511	Number of rateable premises (per NNDR 1 Return)		4,735
£51,922,076	Gross Yield		£51,897,469

Businesses with properties whose total RV is less than £51,000 may apply for Small Business Rate Relief, which reduces the poundage they pay for their properties from 49.3p to 48p.

NATIONAL NON-DOMESTIC RATES RETURN - NNDR1
2018-19

PART 1A: NON-DOMESTIC RATING INCOME

	£
COLLECTIBLE RATES	
1. Net amount receivable from rate payers after taking account of transitional adjustments, empty property rate, mandatory and discretionary reliefs and accounting adjustments	48,796,177
TRANSITIONAL PROTECTION PAYMENTS	
2. Sums due to the authority	298,851
3. Sums due from the authority	0
COST OF COLLECTION (See Note A)	
4. Cost of collection formula	186,007
5. Legal costs	0
6. Allowance for cost of collection	186,007
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 B)	77,808
of which:	
10. sums retained by billing authority	77,808
11. sums retained by major precepting authority	0
NON-DOMESTIC RATING INCOME	
12. Line 1 plus line 2, minus lines 3 and 6 - 9	48,831,213

PART 1B: PAYMENTS

The payments to be made, during the course of **2018-19** 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	£	£	£	£	£
13. % of non-domestic rating income to be allocated to each authority in 2018-19	0%	40%	59%	1%	100%
Non-Domestic Rating Income for 2018-19					
14. Non-domestic rating income from rates retention scheme	0	19,532,485	28,810,416	488,312	48,831,213
15.(less) deductions from central share	0	0	0	0	0
16 **TOTAL:**	0	19,532,485	28,810,416	488,312	48,831,213
Other Income for 2018-19					
17. add: cost of collection allowance		186,007			186,007
18. add: amounts retained in respect of Designated Areas		0			0
19. add: amounts retained in respect of renewable energy schemes		77,808	0		77,808
20. add: qualifying relief in Designated Areas		0	0	0	0
21. add: City of London Offset		0			0
22. add: additional retained Growth in Pilot Areas		0	0	0	0
23. add: in respect of Port of Bristol hereditament		0			0
Estimated Surplus/Deficit on Collection Fund	£	£	£	£	£
24. % of 2017-18 surplus/deficit to be allocated to each authority using 2016-17 shares (for row 25)	50%	40%	9%	1%	100%
25. Estimated Surplus/Deficit at end of 2017-18	-153,642	-122,914	-27,656	-3,073	-307,285
TOTAL FOR THE YEAR	£	£	£	£	£
26. Total amount due to authorities	-153,642	19,673,386	28,782,760	485,239	48,787,743

NATIONAL NON-DOMESTIC RATES RETURN - NNDR1
2018-19

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

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 Autumn Statements and 2017 (November) Budget

	Column 2 **Ashford**	Column 3 **Kent County Council**	Column 4 **Kent Fire Authority**	Column 5 **Total**
Multiplier Cap	£	£	£	£
27. Cost of cap on 2014-15, 2015-16 and 2018-19 small business rates multiplier	449,403	660,239	11,190	1,120,832
Small Business Rate Relief				
28. Cost of doubling SBRR & threshold changes for 2018-19	1,291,793	1,905,394	32,295	3,229,482
29. Cost to authorities of maintaining relief on "first" property	1,512	2,231	38	3,781
Rural Rate Relief				
30. Cost to authorities of providing 100% rural rate relief	4,391	6,477	110	10,978
Local Newspaper Temporary Relief				
31. Cost to authorities of providing relief	0	0	0	0
Supporting Small Businesses Relief				
32. Cost to authorities of providing relief	12,275	18,106	307	30,688
Discretionary Scheme				
33. Cost to authorities of providing relief	71,604	105,616	1,790	179,010
Pub Relief (<£100k RV)				
34. Cost to authorities of providing relief	28,642	42,246	716	71,604
Designated Areas qualifying relief in 100% pilot areas				
35. Cost to authorities of providing relief	0	0	0	0
TOTAL FOR THE YEAR	£	£	£	£
36. Amount of Section 31 grant due to authorities to compensate for reliefs	1,859,620	2,740,309	46,446	4,646,375

NB To determine the amount of S31 grant due to it, the authority will have to add / deduct from the amount shown in line 36, a sum to reflect the adjustment to tariffs / top-ups in respect of the multiplier cap (See notes for Line 36)

PROVISIONAL NATIONAL NON-DOMESTIC RATES RETURN - NNDR1
2018-19

PART 2: NET RATES PAYABLE
You should complete column 1 only

	Column 1 **BA Area (exc. Designated areas)** Complete this column	Column 2 **Designated areas** Do not complete this column	Column 3 **TOTAL (All BA Area)** Do not complete this column
GROSS RATES PAYABLE **(All data should be entered as +ve unless specified otherwise)**	£	£	£
1. Rateable Value at 10.1.18	128,186,716	0	128,186,716
2. Small business rating multiplier for 2018-19 (pence)	48.0		
3. Gross rates 2018-19 (RV x multiplier)	61,529,624	0	
4. Estimated growth/decline in gross rates (+ = increase, - = decrease)	500,000	0	
5. Forecast gross rates payable in 2018-19	62,029,624	0	62,029,624
TRANSITIONAL ARRANGEMENTS (See Note E)			
6. Revenue foregone because increases in rates have been deferred (Show as -ve)	-1,313,006	0	-1,313,006
7. Additional income received because reductions in rates have been deferred (Show as +ve)	1,014,155	0	1,014,155
8. Net cost of transitional arrangements	-298,851	0	
9. Changes as a result of estimated growth / decline in cost of transitional arrangements (+ = decline, - = increase)	0	0	
10. Forecast net cost of transitional arrangements	-298,851	0	-298,851
TRANSITIONAL PROTECTION PAYMENTS (See Note F)			
11. Sum due to/(from) authority	298,851	0	298,851
MANDATORY RELIEFS (See Note G) (All data should be entered as -ve unless specified otherwise)			
Small Business Rate Relief			
12. Forecast of relief to be provided in 2018-19	-4,520,335	0	-4,520,335
13. of which: relief on existing properties where a 2nd property is occupied	-3,696	0	-3,696
14. Additional yield from the small business supplement (Show as +ve)	1,193,224	0	1,193,224
15. Net cost of small business rate relief (line 12 + line 14)	-3,327,111	0	-3,327,111
Charitable occupation			
16. Forecast of relief to be provided in 2018-19	-3,942,124	0	-3,942,124
Community Amateur Sports Clubs (CASCs)			
17. Forecast of relief to be provided in 2018-19	-91,571	0	-91,571
Rural rate relief			
18. Forecast of relief to be provided in 2018-19	-10,732	0	-10,732

PROVISIONAL NATIONAL NON-DOMESTIC RATES RETURN - NNDR1
2018-19

PART 2: NET RATES PAYABLE
You should complete column 1 only

	Column 1 **BA Area (exc. Designated areas)**	Column 2 **Designated areas**	Column 3 **TOTAL (All BA Area)**
19. Forecast of mandatory reliefs to be provided in 2018-19 (Sum of lines 15 to 18)	-7,371,538	0	
20. Changes as a result of estimated growth/decline in mandatory relief (+ = decline, - = increase)	-300,000	0	
21. Total forecast mandatory reliefs to be provided in 2018-19	-7,671,538	0	-7,671,538
UNOCCUPIED PROPERTY (See Note H) (All data should be entered as -ve unless specified otherwise)			
Partially occupied hereditaments			
22. Forecast of 'relief' to be provided in 2018-19	0	0	0
Empty premises			
23. Forecast of 'relief' to be provided in 2018-19	-1,260,013	0	-1,260,013
24. Forecast of unoccupied property 'relief' to be provided in 2018-19 (Line 22 + line 23)	-1,260,013	0	
25. Changes as a result of estimated growth/decline in unoccupied property 'relief' (+ = decline, - = increase)	-300,000	0	
26. Total forecast unoccupied property 'relief' to be provided in 2018-19	-1,560,013	0	-1,560,013
DISCRETIONARY RELIEFS (See Note J) (All data should be entered as -ve unless specified otherwise)			
Charitable occupation			
27. Forecast of relief to be provided in 2018-19	-159,204	0	-159,204
Non-profit making bodies			
28. Forecast of relief to be provided in 2018-19	-52,768	0	-52,768
Community Amateur Sports Clubs (CASCs)			
29. Forecast of relief to be provided in 2018-19	-12,303	0	-12,303
Rural shops etc			
30. Forecast of relief to be provided in 2018-19	0	0	0
Small rural businesses			
31. Forecast of relief to be provided in 2018-19	-41,746	0	-41,746
Other ratepayers			
32. Forecast of relief to be provided in 2018-19	0	0	0
	of which:	*of which:*	
33. Relief given to Case A hereditaments		0	
34. Relief given to Case B hereditaments	0		

PROVISIONAL NATIONAL NON-DOMESTIC RATES RETURN - NNDR1
2018-19

PART 2: NET RATES PAYABLE
You should complete column 1 only

	Column 1 **BA Area (exc. Designated areas)**	Column 2 **Designated areas**	Column 3 **TOTAL (All BA Area)**
35. Forecast of discretionary relief to be provided in 2018-19 (Sum of lines 27 to 32)	-266,021	0	
36. Changes as a result of estimated growth/decline in discretionary relief (+ = decline, - = increase)	-50,000	0	
37. Total forecast discretionary relief to be provided in 2018-19	-316,021	0	-316,021
DISCRETIONARY RELIEFS FUNDED THROUGH SECTION 31 GRANT (See Note K) (All data should be entered as -ve unless specified otherwise)			
Rural Rate Relief			
38. Forecast of relief to be provided in 2018-19	-10,732	0	-10,732
Local Newspaper Relief			
39. Forecast of relief to be provided in 2018-19	0	0	0
Supporting Small Businesses Relief			
40. Forecast of relief to be provided in 2018-19	-30,000	0	-30,000
Discretionary Scheme			
41. Forecast of relief to be provided in 2018-19	-175,000	0	-175,000
Pub Relief (<£100k RV)			
42. Forecast of relief to be provided in 2018-19	-70,000	0	-70,000
43. Forecast of discretionary reliefs funded through S31 grant to be provided in 2018-19 (Sum of lines 38 to 42)	-285,732	0	
44. Changes as a result of estimated growth/decline in Section 31 discretionary relief (+ = decline, - = increase)	0	0	
45. Total forecast of discretionary reliefs funded through S31 grant to be provided in 2018-19	-285,732	0	-285,732
NET RATES PAYABLE			
	£	**£**	**£**
46. Forecast of net rates payable by rate payers after taking account of transitional adjustments, unoccupied property relief, mandatory and discretionary reliefs	51,897,469	0	51,897,469

PROVISIONAL NATIONAL NON-DOMESTIC RATES RETURN - NNDR1
2018-19

PART 3: COLLECTABLE RATES AND DISREGARDED AMOUNTS
You should complete column 1 only

	Column 1	Column 2	Column 3
	BA Area (exc. Designated areas) Complete this column	**Designated Areas**	**TOTAL (All BA Area)** Do not complete this column
NET RATES PAYABLE	**£**	**£**	**£**
1. Sum payable by rate payers after taking account of transitional adjustments, empty property rate, mandatory and discretionary reliefs	51,897,469	0	51,897,469
(LESS) LOSSES			
2. Estimated bad debts in respect of 2018-19 rates payable	-200,000	0	-200,000
3. Estimated repayments in respect of 2018-19 rates payable	-2,901,292	0	-2,901,292
COLLECTABLE RATES			
4. Net Rates payable less losses	48,796,177	0	48,796,177
DISREGARDED AMOUNTS			
5. Renewable Energy	77,808	0	77,808
6. Transitional Protection Payment		0	
7. Baseline		0	
DISREGARDED AMOUNTS			
8. Total Disregarded Amounts		0	0
DESIGNATED AREAS IN 100% PILOT AREAS			
9. Designated Areas Qualifying Relief	0	0	0
DEDUCTIONS FROM CENTRAL SHARE			
10. Designated Areas Qualifying Relief: Not applicable	0	0	0
Growth Pilot Areas			
11. Net Rates payable for Growth Baseline comparison	0		0
12. Growth Baseline	0		0
13. Additional Growth in 'Growth Pilot' Areas	0		0
Port of Bristol			
14. In respect of Port of Bristol: Not applicable	0		0
DEDUCTIONS FROM CENTRAL SHARE			
15. Total Deductions	0	0	0

PROVISIONAL NATIONAL NON-DOMESTIC RATES RETURN - NNDR1
2018-19

PART 4: ESTIMATED COLLECTION FUND BALANCE

	£	£
OPENING BALANCE		
1. Opening Balance (From Collection Fund Statement)		-2,867,508
BUSINESS RATES CREDITS AND CHARGES		
2. Business rates credited and charged to the Collection Fund in 2017-18	50,523,890	
3. Sums written off in excess of the allowance for non-collection	0	
4. Changes to the allowance for non-collection	-11,803	
5. Amounts charged against the provision for appeals following RV list changes	1,347,545	
6. Changes to the provision for appeals	-1,464,014	
7. Total business rates credits and charges (Total lines 2 to 6)		50,395,618
OTHER RATES RETENTION SCHEME CREDITS		
8. Transitional protection payments received, or to be received in 2017-18	0	
9. Transfers/payments to the Collection Fund for end-year reconciliations	0	
10. Transfers/payments into the Collection Fund in 2017-18 in respect of a previous year's deficit	2,378,178	
11. Total Other Credits (Total lines 8 to 10)		2,378,178
OTHER RATES RETENTION SCHEME CHARGES		
12. Transitional protection payments made, or to be made, in 2017-18	-490,248	
13. Payments made, or to be made, to the Secretary of State in respect of the central share in 2017-18	-24,740,938	
14 Payments made, or to be made to, major precepting authorities in respect of business rates income in 2017-18	-4,948,188	
15. Transfers made, or to be made, to the billing authority's General Fund in respect of business rates income in 2017-18	-19,973,799	
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 2017-18	-60,400	
17. Transfers/payments from the Collection Fund for end-year reconciliations	0	
18. Transfers/payments made from the Collection Fund in 2017-18 in respect of a previous year's surplus	0	
19. Total Other Charges (Total lines 12 to 18)		-50,213,573

ESTIMATED SURPLUS/(DEFICIT) ON COLLECTION FUND IN RESPECT OF FINANCIAL YEAR 2017-18 - Surplus (positive), Deficit (Negative)

	£
20. Opening balance plus total credits, less total charges (Total lines 1, 7, 11 &19)	-307,285

This page has been intentionally left blank

REVENUE BUDGET				
SERVICE SUMMARY				
Actuals 2016/17 £	**Budget 2017/18 £**	**Projected Outturn 2017/18 £**	**Service**	**Budget 2018/19 £**
817,720	838,340	987,330	Corporate Policy, Economic Development & Communications	1,060,760
1,281,899	1,361,440	1,254,852	Legal & Democratic Services	1,414,090
1,667,822	1,646,090	1,681,136	Planning	1,787,440
4,189,463	3,815,280	3,732,215	Finance & IT	3,668,940
(5,849)	90,010	115,610	HR & Customer Services	105,010
636,937	654,790	779,644	Housing Services	689,780
105,190	516,490	507,029	Health, Parking & Community Safety	569,470
4,464,702	4,939,690	4,929,960	Environmental & Land Management	5,186,090
(1,270,018)	(1,399,390)	(1,273,694)	Corporate Property & Projects	(1,413,490)
3,259,766	3,012,940	3,030,350	Culture	3,246,060
15,147,633	**15,475,680**	**15,744,432**	**Service Expenditure**	**16,314,150**
(2,632,128)	(2,032,910)	(2,222,910)	Capital Charges & Net Interest	(3,387,820)
244,828	250,000	250,000	Levies	256,250
3,001,329	1,319,040	1,319,040	Contribution to Balances	1,228,179
15,761,662	**15,011,810**	**15,090,562**	**ABC Budget Requirement**	**14,410,759**
			Income	
(1,381,270)	(615,360)	(615,360)	Government Grant	0
(3,027,776)	(3,422,120)	(3,422,120)	Retained Business Rates	(2,728,400)
(669,587)	(500,000)	(500,000)	Business Rates S31 Grants	(1,809,270)
(3,788,826)	(3,394,890)	(3,394,890)	New Homes Bonus	(2,478,399)
	(200,000)	(200,000)	Council Tax Surplus	(200,000)
(6,854,473)	(6,879,440)	(6,879,440)	Council Tax	(7,194,690)
39,730	**0**	**78,752**		**0**

SUBJECTIVE ANALYSIS - 2018/19 Estimate							
	Corporate Policy, Economic Development & Communications	**Legal and Democracy**	**Planning and Development**	**Finance & IT**	**HR & Customer Services**	**Housing Services**	**Health, Parking & Community Safety**
EXPENDITURE							
Employees	846,310	1,238,400	2,695,010	5,033,210	1,076,010	839,870	2,070,150
Premises	-	-	800	2,000	-	1,724,840	611,090
Supplies and Services	310,280	568,580	230,700	36,847,910	102,850	977,050	521,590
Transport	23,360	51,530	115,220	46,930	10,200	31,200	74,600
TOTAL EXPENDITURE	**1,179,950**	**1,858,510**	**3,041,730**	**41,930,050**	**1,189,060**	**3,572,960**	**3,277,430**
INCOME							
Grants	-	-	(45,000)	(35,305,870)	-	(224,000)	(36,500)
Fees & Charges	-	(131,000)	(1,901,250)	(1,653,750)	(46,090)	(2,185,080)	(3,045,390)
TOTAL INCOME	**-**	**(131,000)**	**(1,946,250)**	**(36,959,620)**	**(46,090)**	**(2,409,080)**	**(3,081,890)**
NET CONTROLLABLE EXPENDITURE	**1,179,950**	**1,727,510**	**1,095,480**	**4,970,430**	**1,142,970**	**1,163,880**	**195,540**
NON CONTROLLABLE ITEMS							
Recharged from other Accounts	114,600	694,440	1,305,420	2,688,030	241,400	367,010	1,756,420
Capital Charges	-	17,800	-	5,000	41,500	127,000	23,800
Recharged to other Accounts	(148,330)	(1,085,910)	(613,460)	(3,994,520)	(1,320,860)	(973,110)	(1,446,290)
Transfer to/from Reserves	(85,460)	60,250	-	-	-	5,000	40,000
TOTAL NON-CONTROLLABLE ITEMS	**(119,190)**	**(313,420)**	**691,960**	**(1,301,490)**	**(1,037,960)**	**(474,100)**	**373,930**
NET EXPENDITURE	**1,060,760**	**1,414,090**	**1,787,440**	**3,668,940**	**105,010**	**689,780**	**569,470**

	Environment & Land Management	**Corporate Property & Projects**	**Culture**	**General Fund**	**Capital Charges and Net interest**	**HRA**	**Total**
EXPENDITURE							
Employees	1,417,730	1,110,840	697,790			2,175,650	19,200,970
Premises	516,940	1,625,250	380,120			4,118,030	8,979,070
Supplies and Services	3,946,930	192,970	630,490	1,694,220	809,440	878,610	47,711,620
Transport	178,210	51,460	31,130			110,590	724,430
TOTAL EXPENDITURE	**6,059,810**	**2,980,520**	**1,739,530**	**1,694,220**	**809,440**	**7,282,880**	**76,616,090**
INCOME							
Grants	(272,000)	(14,000)	(56,140)	(13,465,950)		(2,999,850)	(52,419,310)
Fees & Charges	(1,004,000)	(3,688,860)	(152,690)	(1,059,600)	(2,415,860)	(25,060,650)	(42,344,220)
TOTAL INCOME	**(1,276,000)**	**(3,702,860)**	**(208,830)**	**(14,525,550)**	**(2,415,860)**	**(28,060,500)**	**(94,763,530)**
NET CONTROLLABLE EXPENDITURE	**4,783,810**	**(722,340)**	**1,530,700**	**(12,831,330)**	**(1,606,420)**	**(20,777,620)**	**(18,147,440)**
NON CONTROLLABLE ITEMS							
Recharged from other Accounts	1,232,410	496,320	698,780			2,564,500	12,159,330
Capital Charges	99,400	427,500	1,039,400		(1,781,400)	19,447,140	19,447,140
Recharged to other Accounts	(989,530)	(1,614,970)	(73,260)			(80,750)	(12,340,990)
Transfer to/from Reserves	60,000	-	50,440	1,437,970		-	1,568,200
TOTAL NON-CONTROLLABLE ITEMS	**402,280**	**(691,150)**	**1,715,360**	**1,437,970**	**(1,781,400)**	**21,930,890**	**20,833,680**
NET EXPENDITURE	**5,186,090**	**(1,413,490)**	**3,246,060**	**(11,393,360)**	**(3,387,820)**	**1,153,270**	**2,686,240**

Analysis of Estimated Reserves							
		2017/18			2018/19		
	Balance at 31st March 2017	Transfers In	Transfers Out	Balance at 31st March 2018	Transfers In	Transfers Out	Balance at 31st March 2019
	£'000	£'000	£'000	£'000	£'000	£'000	£'000
General Fund Balance	(2,602)	(397)	0	(2,999)	204	0	(2,795)
	(2,602)	**(397)**	**0**	**(2,999)**	**204**	**0**	**(2,795)**
Earmarked Reserves							
Business Rate Income Res	(1,258)		200	(1,058)		200	(858)
Elections	(129)	(40)		(169)	(40)		(209)
Green Transport Initiatives	(55)			(55)			(55)
Land Searches Reserve	(159)			(159)			(159)
Members' IT	(28)	(5)		(33)	(5)		(38)
New Homes Bonus	(2,104)	(1,179)	1,095	(2,188)	(353)	1,550	(991)
New Initiatives Reserve	(2,829)	(426)		(3,255)	(681)	500	(3,436)
Planning Delivery Grant	(407)		263	(144)		144	0
Chilmington reserve	(100)		50	(50)		50	0
Repairs & Renewals	(1,511)	(40)	240	(1,311)	(290)	240	(1,361)
Section 106 Monitoring Fee	(90)		20	(70)		20	(50)
Service Pressure Reserve	(775)			(775)			(775)
Small property maintenance reserves	(59)	(5)		(64)	(5)		(69)
Stour Centre	(139)	(72)		(211)	(72)		(283)
Transport Initiatives	(119)		119	0			0
Refugee Reserve	(210)		50	(160)		50	(110)
Developer Contributions							
S106 Unapplied Grants	(5,273)		800	(4,473)		500	(3,973)
Commuted Sums Unapplied Grants	(1,003)		180	(823)		180	(643)
Spg6 Unapplied Grants	(643)			(643)		200	(443)
Total Earmarked Reserves	**(16,891)**	**(1,767)**	**3,017**	**(15,641)**	**(1,446)**	**3,634**	**(13,453)**

This page has been intentionally left blank

REVENUE BUDGET				
Corporate Policy, Economic Development & Communications				
ACTUAL 2016/17 £	**BUDGET 2017/18 £**	**PROJECTED OUTTURN 2017/18 £**	**DETAIL**	**ESTIMATE 2018/19 £**
60,431	-	69,910	Chilmington	71,400
168,032	210,400	268,720	Policy and Performance	245,100
318,720	336,100	356,100	Communications & Marketing	425,520
270,538	291,840	292,600	Economic Development	318,740
817,720	**838,340**	**987,330**	**SERVICE EXPENDITURE**	**1,060,760**

SUBJECTIVE ANALYSIS - 2018/19 ESTIMATE
Corporate Policy, Economic Development & Communications

	Chilmington	Policy and Performance	Communications & Marketing	Economic Development	Total
	BUDGET				
EXPENDITURE					
Employees	126,480	307,920	266,930	144,980	719,830
Premises	-	-	-	-	-
Supplies and Services	-	50,250	119,550	140,480	310,280
Transport	5,380	6,510	5,630	5,840	17,980
TOTAL EXPENDITURE	131,860	364,680	392,110	291,300	1,048,090
INCOME					
Grants	-	-	-	-	-
Fees & Charges	-	-	-	-	-
TOTAL INCOME	-	-	-	-	-
NET CONTROLLABLE EXPENDITURE	**131,860**	**364,680**	**392,110**	**291,300**	**1,048,090**
NON CONTROLLABLE ITEMS					
Support Services	-	38,750	48,410	27,440	114,600
Capital Charges	-	-	-	-	-
Recharges	-	(133,330)	(15,000)	-	(148,330)
Transfers to/from Reserves	(60,460)	(25,000)	-	-	(25,000)
TOTAL NON-CONTROLLABLE ITEMS	(60,460)	(119,580)	33,410	27,440	(58,730)
NET EXPENDITURE	**71,400**	**245,100**	**425,520**	**318,740**	**989,360**

REVENUE BUDGET	
SERVICE	**Chilmington**
SERVICE DESCRIPTION	The council has created a small project team as part of its investment to assist with the creation of a community management organisation and all that is entailed in setting up a sound new organisation; creating an effective CMO for Chilmington is an important policy arrangement for the council. To help with costs, including commissioning external advice and other needs the council has previously agreed to set aside reserves for this purpose; this budget anticipates utilising the full extent of those reserves. Note that developer contributions for set-up and then ongoing support will be forthcoming in due course
SERVICE MANAGER	Head of Chilmington Management Organisation
BUDGET MANAGER	Strategic Officer Lead Chilmington Green CMO

ACTUAL 2016/17 £	BUDGET 2017/18 £	PROJECTED OUTTURN 2017/18 £	DETAIL	ESTIMATE 2018/19 £
			EXPENDITURE	
41,785	44,510	114,770	Employees	126,480
251	-	1,500	Premises	-
14,834	148,240	146,390	Supplies and Services	-
3,072	3,240	3,240	Transport	5,380
59,942	**195,990**	**265,900**	**TOTAL EXPENDITURE**	**131,860**
			INCOME	
-	(195,990)	(195,990)	Grants	-
-	-	-	Fees and Charges	-
59,942	**-**	**69,910**	**NET CONTROLLABLE EXPENDITURE**	**131,860**
			RECHARGES & CAPITAL CHARGES	
489	-	-	Support Services	-
-	-	-	Capital Charges	-
-	-	-	Recharges	-
-	-	-	Transfers to/from Reserves	(60,460)
60,431	**-**	**69,910**	**NET EXPENDITURE (Including Recharges and Capital Charges)**	**71,400**

ANALYSIS OF BUDGET VARIATIONS		
		COMMENTS
Base Budget 2017/18	**-**	
Employees	13,090	Admin post
Employees	66,550	Transfer Deputy Chief Exec from Management Team
Employees	2,330	Pay Award/Increments/NI & Super
Supplies & Services	(148,240)	2017/18 estimate was balancing figure as unsure what spend would be and what the split would be for the funding
Transport	2,140	Transfer Deputy Chief Exec from Management Team
Grants	195,990	2017/18 estimate was balancing figure as unsure what spend would be and what the split would be for the funding
Transfer to/from Reserves	10,940	From Chilmington Reserve
Transfer to/from Reserves	(71,400)	Transfer from General Fund Reserve re Deputy Chief Executive Post
Base Budget 2018/19	**71,400**	

ANALYSIS OF BUDGET VARIATIONS		
		COMMENTS
Base Budget 2017/18	**-**	
Employees	8,660	Admin post
Employees	65,220	Transfer Deputy Chief Exec from Management Team
Employees	(3,620)	
Premises	1,500	
Supplies and Services	(1,850)	2017/18 estimate was balancing figure as unsure what spend would be and what the split would be for the funding
Outturn 2017/18 (P6 Forecast)	**69,910**	

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 Corporate Policy, Economic Development & Communications			
BUDGET MANAGER	Head of Corporate Policy, Economic Development & Communications			

ACTUAL 2016/17 £	**BUDGET 2017/18 £**	**PROJECTED OUTTURN 2017/18 £**	**DETAIL**	**ESTIMATE 2018/19 £**
			EXPENDITURE	
178,535	242,810	301,130	Employees	307,920
-	-	-	Premises	-
47,658	50,250	50,250	Supplies and Services	50,250
5,267	3,050	3,050	Transport	6,510
231,459	**296,110**	**354,430**	**TOTAL EXPENDITURE**	**364,680**
			INCOME	
(45,393)	-	-	Grants	-
-	-	-	Fees and Charges	-
186,066	**296,110**	**354,430**	**NET CONTROLLABLE EXPENDITURE**	**364,680**
			RECHARGES & CAPITAL CHARGES	
62,605	67,130	67,130	Support Services	38,750
-	-	-	Capital Charges	-
(80,640)	(105,210)	(105,210)	Recharges	(133,330)
-	(47,630)	(47,630)	Transfers to/from Reserves	(25,000)
168,032	**210,400**	**268,720**	**NET EXPENDITURE (Including Recharges and Capital Charges)**	**245,100**

ANALYSIS OF BUDGET VARIATIONS		
		COMMENTS
Base Budget 2017/18	**210,400**	
Employees	12,790	Pay Award/Increments/NI & Super
Employees	77,400	New post - Head of Policy,Economic Development & Comms
Employees	(48,760)	Policy & Performance Manager - leaving end July 2018
Employees	(14,020)	Saving on Data Protection Officer post
Employees	37,700	Virement re Housing Strategy Officer Post
Transport	3,460	
Support Services	(28,380)	
Recharges	(28,120)	
Transfers to/from Reserves	22,630	
Base Budget 2018/19	**245,100**	

ANALYSIS OF BUDGET VARIATIONS		
		COMMENTS
Base Budget 2017/18	**210,400**	
Employees	37,700	Virement re Housing Strategy Officer Post
Employees	35,330	Head of Corporate Policy,Economic Development & Comms post - started 1st November 2017
Employees	(17,780)	Saving on Data Protection Officer post
Employees	3,070	Virement re NI adjustment
Outturn 2017/18 (P6 Forecast)	**268,720**	

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	Head of Corporate Policy, Economic Development & Communications
BUDGET MANAGER	Communications and Marketing Manager

ACTUAL 2016/17 £	BUDGET 2017/18 £	PROJECTED OUTTURN 2017/18 £	DETAIL	ESTIMATE 2018/19 £
			EXPENDITURE	
216,841	212,870	224,620	Employees	266,930
-	-	-	Premises	-
63,176	48,300	60,550	Supplies and Services	119,550
5,836	5,630	5,630	Transport	5,630
285,854	**266,800**	**290,800**	**TOTAL EXPENDITURE**	**392,110**
			INCOME	
-	-	-	Grants	-
-	-	(4,000)	Fees and Charges	-
285,854	**266,800**	**286,800**	**NET CONTROLLABLE EXPENDITURE**	**392,110**
			RECHARGES & CAPITAL CHARGES	
47,866	77,680	77,680	Support Services	48,410
-	6,620	6,620	Capital Charges	-
(15,000)	(15,000)	(15,000)	Recharges	(15,000)
-	-	-	Transfers to/from Reserves	-
318,720	**336,100**	**356,100**	**NET EXPENDITURE (Including Recharges and Capital Charges)**	**425,520**

ANALYSIS OF BUDGET VARIATIONS

		COMMENTS
Base Budget 2017/18	**336,100**	
Employees	36,000	New Posts for Residents' Magazine
Employees	14,060	Pay Award/Increments/NI & Super
Employees	4,000	New Apprentice Post (Net cost)
Supplies & Services	59,000	Resident's Magazine
Supplies & Services	12,250	Edwards Harvey - Agreed new 2 year contract - budgeted in 17/18 until November 2017
Support Services	(29,270)	
Capital Charges	(6,620)	
Base Budget 2018/19	**425,520**	

ANALYSIS OF BUDGET VARIATIONS

		COMMENTS
Base Budget 2017/18	**336,100**	
Employees	11,750	Change of Hours and employment of Apprentice
Supplies & Services	12,250	Edwards Harvey - Agreed new 2 year contract - budgeted in 17/18 until November 2017
Fees & Charges	(4,000)	Income re inserts in Council Tax Mailing
Outturn 2017/18 (P6 Forecast)	**356,100**	

REVENUE BUDGET				
SERVICE		**Economic Development**		
SERVICE DESCRIPTION		Planning and supporting growth in the area for both local and incoming business		
SERVICE MANAGER		Head of Corporate Policy, Economic Development & Communications		
BUDGET MANAGER		Economic Development Manager		
ACTUAL 2016/17 £	**BUDGET 2017/18 £**	**PROJECTED OUTTURN 2017/18 £**	**DETAIL**	**ESTIMATE 2018/19 £**
			EXPENDITURE	
124,515	125,010	125,770	Employees	144,980
-	-	-	Premises	-
142,262	130,660	130,660	Supplies and Services	140,480
7,903	5,440	5,440	Transport	5,840
274,680	**261,110**	**261,870**	**TOTAL EXPENDITURE**	**291,300**
			INCOME	
(40,000)	-	-	Grants	-
(155)	-	-	Fees and Charges	-
234,525	**261,110**	**261,870**	**NET CONTROLLABLE EXPENDITURE**	**291,300**
			RECHARGES & CAPITAL CHARGES	
36,013	30,730	30,730	Support Services	27,440
-	-	-	Capital Charges	-
-	-	-	Recharges	-
-	-	-	Transfers to/from Reserves	-
270,538	**291,840**	**292,600**	**NET EXPENDITURE (Including Recharges and Capital Charges)**	**318,740**

ANALYSIS OF BUDGET VARIATIONS		
		COMMENTS
Base Budget 2017/18	**291,840**	
Employees	5,700	Pay Award/Increments/NI & Super
Regradings	14,270	
Supplies and Services	(180)	
Supplies and Services	10,000	Broadband Consultancy
Transport	400	
Support Services	(3,290)	
Base Budget 2018/19	**318,740**	

ANALYSIS OF BUDGET VARIATIONS		
		COMMENTS
Base Budget 2017/18	**291,840**	
Employees	760	Virement re NI adjustment
Outturn 2017/18 (P6 Forecast)	**292,600**	

REVENUE BUDGET				
Legal and Democracy				
ACTUAL 2016/17 £	**BUDGET 2017/18 £**	**PROJECTED OUTTURN 2017/18 £**	**DETAIL**	**ESTIMATE 2018/19 £**
864,811	876,850	867,320	Democratic Representation	852,470
371,145	435,320	417,030	Electoral Services	503,210
(7,001)	-	(78,768)	Legal	-
52,944	49,270	49,270	Mayor	58,410
1,281,899	**1,361,440**	**1,254,852**	**SERVICE EXPENDITURE**	**1,414,090**

SUBJECTIVE ANALYSIS - 2018/19 ESTIMATE
Legal and Democracy

	Democratic Representation	Electoral Services	Legal	Mayor	Total
EXPENDITURE					
Employees	212,690	189,050	820,080	16,580	1,238,400
Premises	-	-	-	-	-
Supplies and Services	390,730	118,200	42,990	16,660	568,580
Transport	3,250	3,860	31,820	12,600	51,530
TOTAL EXPENDITURE	606,670	311,110	894,890	45,840	1,858,510
INCOME					
Grants	-	-	-	-	-
Fees & Charges	(6,000)	-	(125,000)	-	(131,000)
TOTAL INCOME	(6,000)	-	(125,000)	-	(131,000)
NET CONTROLLABLE EXPENDITURE	**600,670**	**311,110**	**769,890**	**45,840**	**1,727,510**
NON CONTROLLABLE ITEMS					
Support Services	384,440	131,850	165,580	12,570	694,440
Capital Charges	17,800	-	-	-	17,800
Recharges	(150,440)	-	(935,470)	-	(1,085,910)
Transfers to/from Reserves	-	60,250	-	-	60,250
TOTAL NON-CONTROLLABLE ITEMS	251,800	192,100	(769,890)	12,570	(313,420)
NET EXPENDITURE	**852,470**	**503,210**	**-**	**58,410**	**1,414,090**

REVENUE BUDGET				
SERVICE			**Democratic Representation**	
SERVICE DESCRIPTION			Member support and administration of the council's committees	
SERVICE MANAGER			Head of Legal and Democracy	
BUDGET MANAGER			Member Services Manager	
ACTUAL 2016/17 £	**BUDGET 2017/18 £**	**PROJECTED OUTTURN 2017/18 £**	**DETAIL**	**ESTIMATE 2018/19 £**
			EXPENDITURE	
196,787	201,240	202,710	Employees	212,690
-	-	-	Premises	-
361,166	389,310	389,810	Supplies and Services	390,730
937	3,570	3,570	Transport	3,250
558,889	**594,120**	**596,090**	**TOTAL EXPENDITURE**	**606,670**
			INCOME	
-	-	-	Grants	-
(18,415)	(6,500)	(18,000)	Fees and Charges	(6,000)
540,474	**587,620**	**578,090**	**NET CONTROLLABLE EXPENDITURE**	**600,670**
			RECHARGES & CAPITAL CHARGES	
457,776	423,870	423,870	Support Services	384,440
17,802	14,200	14,200	Capital Charges	17,800
(151,240)	(148,840)	(148,840)	Recharges	(150,440)
-	-	-	Transfers to/from Reserves	-
864,811	**876,850**	**867,320**	**NET EXPENDITURE (Including Recharges and Capital Charges)**	**852,470**

ANALYSIS OF BUDGET VARIATIONS		
		COMMENTS
Base Budget 2017/18	**876,850**	
Employees	11,450	Pay Award/Increments/NI & Super
Supplies and Services	1,420	
Transport	(320)	
Fees and Charges	500	
Support Services	(39,430)	
Recharges	(1,600)	
Capital Charges	3,600	
Base Budget 2018/19	**852,470**	

ANALYSIS OF BUDGET VARIATIONS		
		COMMENTS
Base Budget 2017/18	**876,850**	
Salaries	1,470	
Supplies & Services	500	
Fees and Charges	(11,500)	Income re KCC Election and General Election
Outturn 2017/18 (P6 Forecast)	**867,320**	

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			Head of Legal and Democracys	
BUDGET MANAGER			Electoral Services Manager	
ACTUAL 2016/17 £	**BUDGET 2017/18 £**	**PROJECTED OUTTURN 2017/18 £**	**DETAIL**	**ESTIMATE 2018/19 £**
			EXPENDITURE	
201,501	181,970	185,420	Employees	189,050
-	-	-	Premises	-
109,005	118,200	118,200	Supplies and Services	118,200
3,816	3,860	2,500	Transport	3,860
314,321	**304,030**	**306,120**	**TOTAL EXPENDITURE**	**311,110**
			INCOME	
(21,450)	-	(20,380)	Grants	-
(1,719)	-	-	Fees and Charges	-
291,152	**304,030**	**285,740**	**NET CONTROLLABLE EXPENDITURE**	**311,110**
			RECHARGES & CAPITAL CHARGES	
79,993	71,040	71,040	Support Services	131,850
-	-	-	Capital Charges	-
-	-	-	Recharges	-
-	60,250	60,250	Transfers to/from Reserves	60,250
371,145	**435,320**	**417,030**	**NET EXPENDITURE (Including Recharges and Capital Charges)**	**503,210**

ANALYSIS OF BUDGET VARIATIONS		
		COMMENTS
Base Budget 2017/18	**435,320**	
Employees	7,080	Pay Award/Increments/NI & Super
Support Services	60,810	
Base Budget 2018/19	**503,210**	

ANALYSIS OF BUDGET VARIATIONS		
		COMMENTS
Base Budget 2017/18	**435,320**	
Employees	3,450	
Transport	(1,360)	
Grants	(20,380)	IER Grant
Outturn 2017/18 (P6 Forecast)	**417,030**	

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			Head of Legal and Democracy	
BUDGET MANAGER			Principal Solicitor (Property and Projects)	
ACTUAL 2016/17 £	**BUDGET 2017/18 £**	**PROJECTED OUTTURN 2017/18 £**	**DETAIL**	**ESTIMATE 2018/19 £**
			EXPENDITURE	
761,411	904,640	821,370	Employees	820,080
-	-	-	Premises	-
189,206	49,850	53,752	Supplies and Services	42,990
37,477	28,470	29,070	Transport	31,820
988,094	**982,960**	**904,192**	**TOTAL EXPENDITURE**	**894,890**
			INCOME	
-	-	-	Grants	-
(254,644)	(120,000)	(120,000)	Fees and Charges	(125,000)
733,449	**862,960**	**784,192**	**NET CONTROLLABLE EXPENDITURE**	**769,890**
			RECHARGES & CAPITAL CHARGES	
136,181	127,250	127,250	Support Services	165,580
-	-	-	Capital Charges	-
(876,632)	(990,210)	(990,210)	Recharges	(935,470)
-	-	-	Transfers to/from Reserves	-
(7,001)	**-**	**(78,768)**	**NET EXPENDITURE (Including Recharges and Capital Charges)**	**-**

ANALYSIS OF BUDGET VARIATIONS		
		COMMENTS
Base Budget 2017/18	**-**	
Employees	16,990	Pay Award/Increments/NI & Super
Employees	(80,000)	Savings Target
Employees	(107,630)	Director (Law & Governance)
Employees	86,080	New Post Head of Legal Services
Supplies and Services	(6,860)	
Transport	3,350	Car Allowance/Lease car for new Head of Legal Services
Income	(5,000)	
Support Services	38,330	
Recharges	54,740	
Base Budget 2018/19	**-**	

ANALYSIS OF BUDGET VARIATIONS		
		COMMENTS
Base Budget 2017/18	**-**	
Employees	(111,840)	Virement re Director(Law & Governance)
Employees	32,000	New Post - Head of Legal Services
Employees	(10,500)	Virement re Salary Saving Senior solicitor post
Employees	7,070	Virement re NI Adjustment
Supplies & Services	3,902	
Transport	600	
Outturn 2017/18 (P6 Forecast)	**(78,768)**	

REVENUE BUDGET				
SERVICE			**Mayor**	
SERVICE DESCRIPTION			Mayoral Costs	
SERVICE MANAGER			Head of Legal and Democracy	
BUDGET MANAGER			Member Services Manager	
ACTUAL 2016/17 £	**BUDGET 2017/18 £**	**PROJECTED OUTTURN 2017/18 £**	**DETAIL**	**ESTIMATE 2018/19 £**
			EXPENDITURE	
11,115	11,130	11,130	Employees	16,580
-	-	-	Premises	-
24,786	14,630	14,630	Supplies and Services	16,660
13,621	12,150	12,150	Transport	12,600
49,522	**37,910**	**37,910**	**TOTAL EXPENDITURE**	**45,840**
			INCOME	
-	-	-	Grants	-
(9,496)	-	-	Fees and Charges	-
40,025	**37,910**	**37,910**	**NET CONTROLLABLE EXPENDITURE**	**45,840**
			RECHARGES & CAPITAL CHARGES	
12,919	11,360	11,360	Support Services	12,570
-	-	-	Capital Charges	-
-	-	-	Recharges	-
-	-	-	Transfers to/from Reserves	-
52,944	**49,270**	**49,270**	**NET EXPENDITURE (Including Recharges and Capital Charges)**	**58,410**

ANALYSIS OF BUDGET VARIATIONS		
		COMMENTS
Base Budget 2017/18	**49,270**	
Employees	5,450	Increase in Hours Civic Engagements Officer
Supplies and Services	180	
Supplies and Services	1,500	Replacement Cost Mayoral Robes
Supplies and Services	350	All Members Photo
Transport	450	
Support Services	1,210	
Base Budget 2018/19	**58,410**	

ANALYSIS OF BUDGET VARIATIONS		
		COMMENTS
Base Budget 2017/18	**49,270**	
Outturn 2017/18 (P6 Forecast)	**49,270**	

REVENUE BUDGET				
Planning				
ACTUAL 2016/17 £	**BUDGET 2017/18 £**	**PROJECTED OUTTURN 2017/18 £**	**DETAIL**	**ESTIMATE 2018/19 £**
142,150	110,240	114,300	Building Control	117,810
972,870	898,330	926,982	Development Management	1,066,350
(5,528)	(5,750)	(5,150)	Local Land Charges	(41,150)
0	(10)	(5,396)	Planning Administration	31,920
558,329	643,280	650,400	Strategic Planning	612,510
1,667,822	**1,646,090**	**1,681,136**	**SERVICE EXPENDITURE**	**1,787,440**

SUBJECTIVE ANALYSIS - 2018/19 ESTIMATE
Planning

	Building Control	Development Management	Local Land Charges	Planning Administration	Strategic Planning	Total
EXPENDITURE						
Employees	414,240	1,328,880	98,060	328,680	525,150	2,695,010
Premises	-	500	-	-	300	800
Supplies and Services	18,800	75,380	34,570	850	101,100	230,700
Transport	24,610	75,150	-	-	15,460	115,220
TOTAL EXPENDITURE	457,650	1,479,910	132,630	329,530	642,010	3,041,730
INCOME						
Grants	-	-	-	-	(45,000)	(45,000)
Fees & Charges	(464,000)	(1,187,150)	(230,000)	(20,000)	(100)	(1,901,250)
TOTAL INCOME	(464,000)	(1,187,150)	(230,000)	(20,000)	(45,100)	(1,946,250)
NET CONTROLLABLE EXPENDITURE	**(6,350)**	**292,760**	**(97,370)**	**309,530**	**596,910**	**1,095,480**
NON CONTROLLABLE ITEMS						
Support Services	124,160	837,070	56,220	68,990	218,980	1,305,420
Capital Charges	-	-	-	-	-	-
Recharges	-	(63,480)	-	(346,600)	(203,380)	(613,460)
Transfers to/from Reserves	-	-	-	-	-	-
TOTAL NON-CONTROLLABLE ITEMS	124,160	773,590	56,220	(277,610)	15,600	691,960
NET EXPENDITURE	**117,810**	**1,066,350**	**(41,150)**	**31,920**	**612,510**	**1,787,440**

REVENUE BUDGET				
SERVICE			**Building Control**	
SERVICE DESCRIPTION			Building Regulation Chargeable, Statutory Building Control and Discretionary Services	
SERVICE MANAGER			Head of Planning and Development	
BUDGET MANAGER			Building Control & Quality Place Making Manager	
ACTUAL 2016/17 £	**BUDGET 2017/18 £**	**PROJECTED OUTTURN 2017/18 £**	**DETAIL**	**ESTIMATE 2018/19 £**
			EXPENDITURE	
477,235	498,420	502,480	Employees	414,240
-	-	-	Premises	-
33,148	28,500	28,500	Supplies and Services	18,800
27,596	28,670	28,670	Transport	24,610
537,979	**555,590**	**559,650**	**TOTAL EXPENDITURE**	**457,650**
			INCOME	
-	-	-	Grants	-
(421,390)	(464,000)	(464,000)	Fees and Charges	(464,000)
116,589	**91,590**	**95,650**	**NET CONTROLLABLE EXPENDITURE**	**(6,350)**
			RECHARGES & CAPITAL CHARGES	
94,241	87,290	87,290	Support Services	124,160
-	-	-	Capital Charges	-
(68,680)	(68,640)	(68,640)	Recharges	-
-	-	-	Transfers to/from Reserves	-
142,150	**110,240**	**114,300**	**NET EXPENDITURE (Including Recharges and Capital Charges)**	**117,810**

ANALYSIS OF BUDGET VARIATIONS		
		COMMENTS
Base Budget 2017/18	**110,240**	
Employees	(84,180)	General increase in salary costs and:- • -1 FTE Business Manager & Head of Building Control • -1 FTE Trainee Building Control Surveyor
Supplies and Services	(9,700)	Reduction in Consultant Surveyor fees
Transport	(4,060)	Movement of direct Management Expense to Development
Support Services	36,870	Corporate management recharge
Recharges	68,640	Removal of Business Manager & Head of Building Control recharge to services
Base Budget 2018/19	**117,810**	

ANALYSIS OF BUDGET VARIATIONS		
		COMMENTS
Base Budget 2017/18	**110,240**	
Employees	4,060	
Outturn 2017/18 (P6 Forecast)	**114,300**	

REVENUE BUDGET	
SERVICE	Development Management
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	Head of Planning and Development
BUDGET MANAGER	Policy Manager / Property Information and Support Services Manager

ACTUAL 2016/17 £	BUDGET 2017/18 £	PROJECTED OUTTURN 2017/18 £	DETAIL	ESTIMATE 2018/19 £
			EXPENDITURE	
1,058,110	1,143,630	1,189,800	Employees	1,328,880
1,672	500	500	Premises	500
406,063	81,960	224,442	Supplies and Services	75,380
71,500	60,610	60,610	Transport	75,150
1,537,345	**1,286,700**	**1,475,352**	**TOTAL EXPENDITURE**	**1,479,910**
			INCOME	
(166,260)	-	-	Grants	-
(991,425)	(996,270)	(1,156,270)	Fees and Charges	(1,187,150)
379,660	**290,430**	**319,082**	**NET CONTROLLABLE EXPENDITURE**	**292,760**
			RECHARGES & CAPITAL CHARGES	
738,610	756,440	756,440	Support Services	837,070
-	-	-	Capital Charges	-
(145,400)	(148,540)	(148,540)	Recharges	(63,480)
-	-	-	Transfers to/from Reserves	-
972,870	**898,330**	**926,982**	**NET EXPENDITURE (Including Recharges and Capital Charges)**	**1,066,350**

ANALYSIS OF BUDGET VARIATIONS

		COMMENTS
Base Budget 2017/18	**898,330**	
Employees	185,250	General increase in salary costs and new posts:- • +1 Principal Senior Planner • +1 FTE Graduate Planner • +1 Graduate then converted to Enforcement Officer • +0.2 FTE Senior Urban Designer • Upgrade existing graduate to Senior Planning Post
Supplies and Services	(6,580)	
Transport	14,540	Increase in lease car costs for new staff
Fees and Charges	(190,880)	Additional Planning fee income including 20% fee increase to support additional resources
Support Services	80,630	Increases in Legal (£60k) and Corporate Management (£30k) recharges, less reduction in recharge from Building Control
Recharges	85,060	Management recharge to services (previously in Building Control)
Base Budget 2018/19	**1,066,350**	

ANALYSIS OF BUDGET VARIATIONS

		COMMENTS
Base Budget 2017/18	**898,330**	
Employees	46,170	Consultant costs to cover vacancies
Supplies and Services	142,482	Consultant costs for local plan
Fees and Charges	(160,000)	Increase in planning fee income including 20% fee increase from January 2018
Outturn 2017/18 (P6 Forecast)	**926,982**	

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	Head of Planning and Development			
BUDGET MANAGER	Property Information and Support Services Manager			

ACTUAL 2016/17 £	**BUDGET 2017/18 £**	**PROJECTED OUTTURN 2017/18 £**	**DETAIL**	**ESTIMATE 2018/19 £**
			EXPENDITURE	
104,432	99,930	100,530	Employees	98,060
-	-	-	Premises	-
36,989	51,520	51,520	Supplies and Services	34,570
865	-	-	Transport	-
142,286	**151,450**	**152,050**	**TOTAL EXPENDITURE**	**132,630**
			INCOME	
(6,307)	-	-	Grants	-
(235,362)	(230,000)	(230,000)	Fees and Charges	(230,000)
(99,383)	**(78,550)**	**(77,950)**	**NET CONTROLLABLE EXPENDITURE**	**(97,370)**
			RECHARGES & CAPITAL CHARGES	
93,855	72,800	72,800	Support Services	56,220
-	-	-	Capital Charges	-
-	-	-	Recharges	-
-	-	-	Transfers to/from Reserves	-
(5,528)	**(5,750)**	**(5,150)**	**NET EXPENDITURE (Including Recharges and Capital Charges)**	**(41,150)**

ANALYSIS OF BUDGET VARIATIONS		
		COMMENTS
Base Budget 2017/18	**(5,750)**	
Employees	(1,870)	General increase in salary costs and:- • -0.7 Property Information & Support Service Manager • +0.6 Property Information Officer (PT to FT FTE)
Supplies and Services	(16,950)	Reduction in search fees
Support Services	(16,580)	Reduction in Building Control and Strategic Planning recharges
Base Budget 2018/19	**(41,150)**	

ANALYSIS OF BUDGET VARIATIONS		
		COMMENTS
Base Budget 2017/18	**(5,750)**	
Employees	600	
Outturn 2017/18 (P6 Forecast)	**(5,150)**	

NOTES
Any surplus or deficit at year end is moved to 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			Head of Planning and Development	
BUDGET MANAGER			Property Information and Support Services Manager	
ACTUAL 2016/17 £	**BUDGET 2017/18 £**	**PROJECTED OUTTURN 2017/18 £**	**DETAIL**	**ESTIMATE 2018/19 £**
			EXPENDITURE	
231,817	255,990	250,604	Employees	328,680
(280)	-	-	Premises	-
30,452	1,650	1,650	Supplies and Services	850
162	50	50	Transport	-
262,150	**257,690**	**252,304**	**TOTAL EXPENDITURE**	**329,530**
			INCOME	
-	-	-	Grants	-
(62,474)	(20,000)	(20,000)	Fees and Charges	(20,000)
199,676	**237,690**	**232,304**	**NET CONTROLLABLE EXPENDITURE**	**309,530**
			RECHARGES & CAPITAL CHARGES	
106,471	84,570	84,570	Support Services	68,990
-	-	-	Capital Charges	-
(306,147)	(322,270)	(322,270)	Recharges	(346,600)
-	-	-	Transfers to/from Reserves	-
0	**(10)**	**(5,396)**	**NET EXPENDITURE (Including Recharges and Capital Charges)**	**31,920**

ANALYSIS OF BUDGET VARIATIONS		
		COMMENTS
Base Budget 2017/18	**(10)**	
Employees	72,690	General increase in salary costs and:- • +1 FTE Executive Assistant to Head of Planning & Development from Strtegic Planning • +0.7 FTE Property Information & Support Service Manager
Supplies and Services	(800)	
	(50)	
Support Services	(15,580)	Reduction in recharge from Building Control
Recharges	(24,330)	Increase in recharge to services
Base Budget 2018/19	**31,920**	

ANALYSIS OF BUDGET VARIATIONS		
		COMMENTS
Base Budget 2017/18	**(10)**	
Employees	(5,386)	
Outturn 2017/18 (P6 Forecast)	**(5,396)**	

REVENUE BUDGET	
SERVICE	Strategic Planning
SERVICE DESCRIPTION	Producing the Local Development Framework for the Borough and taking forward Ashford growth proposals
SERVICE MANAGER	Head of Planning and Development
BUDGET MANAGER	Head of Development, Strategic Sites and Design / Property Information and Support Services Manager

ACTUAL 2016/17 £	BUDGET 2017/18 £	PROJECTED OUTTURN 2017/18 £	DETAIL	ESTIMATE 2018/19 £
			EXPENDITURE	
505,430	535,880	529,670	Employees	525,150
80	300	300	Premises	300
65,560	101,200	267,200	Supplies and Services	101,100
17,777	16,480	16,480	Transport	15,460
588,847	**653,860**	**813,650**	**TOTAL EXPENDITURE**	**642,010**
			INCOME	
(34,645)	-	(14,670)	Grants	(45,000)
(49)	-	-	Fees and Charges	(100)
554,153	**653,860**	**798,980**	**NET CONTROLLABLE EXPENDITURE**	**596,910**
			RECHARGES & CAPITAL CHARGES	
212,616	201,450	201,450	Support Services	218,980
-	-	-	Capital Charges	-
(208,440)	(212,030)	(212,030)	Recharges	(203,380)
-	-	(138,000)	Transfers to/from Reserves	-
558,329	**643,280**	**650,400**	**NET EXPENDITURE (Including Recharges and Capital Charges)**	**612,510**

ANALYSIS OF BUDGET VARIATIONS

		COMMENTS
Base Budget 2017/18	**643,280**	
Employees	(10,730)	General increase in salary costs and new posts:- • -1 FTE Executive Assistant to Head of Planning & Development • +0.4 FTE Policy Planner • +0.3 FTE Principal Planning Policy Officer • +1 FTE Graduate Planner • -1 FTE Director of Development • +1 FTE Head of Planning
Supplies and Services	(100)	
Transport	(1,020)	
Grants	(45,000)	Self-build and brownfield register grants
Fees and Charges	(100)	
Support Services	17,530	Increase in Legal services recharge
Recharges	8,650	
Base Budget 2018/19	**612,510**	

ANALYSIS OF BUDGET VARIATIONS

		COMMENTS
Base Budget 2017/18	**643,280**	
Employees	(6,210)	
Supplies and Services	166,000	Consultancy costs for local plan
Grants	(14,670)	New burdens grants
Transfers to/from Reserves	(138,000)	Contribution towards local plan costs from reserves
Outturn 2017/18 (P6 Forecast)	**650,400**	

This page has been intentionally left blank

REVENUE BUDGET				
Financial Services				
ACTUAL 2016/17 £	**BUDGET 2017/18 £**	**PROJECTED OUTTURN 2017/18 £**	**DETAIL**	**ESTIMATE 2018/19 £**
52,805	65,800	(1,370)	Accountancy	35,840
665,002	669,680	673,850	Benefits Administration	799,670
73,792	96,540	109,900	Fraud	113,240
275,037	457,150	460,610	Council Tax Collection	417,870
(467,817)	(256,000)	(256,000)	Housing Benefits Payments	(256,040)
(109,197)	(65,230)	(69,100)	NNDR Collection	(64,220)
2,351,186	1,695,970	1,467,820	Non-Distributed Costs	1,653,810
47,809	(19,610)	(10,950)	Exchequer	10,840
(1,145)	(1,030)	500	Debtors/Debt Recovery	120
-	50	50	Audit Partnership	(60)
(6,002)	7,070	22,210	ICT	7,760
(0)	40	160	Telephony	(30)
1,307,993	1,164,850	1,334,535	Strategic Corporate Costs	950,140
4,189,463	**3,815,280**	**3,732,215**	**SERVICE EXPENDITURE**	**3,668,940**

SUBJECTIVE ANALYSIS - 2018/19 ESTIMATE
Financial Services

	Accountancy	Benefits Administration	Fraud	Council Tax Collection	Housing Benefits Payments	NNDR Collection	Non-Distributed Costs
EXPENDITURE							
Employees	481,690	622,810	153,320	496,800	-	18,830	1,984,880
Premises	-	-	-	-	-	-	-
Supplies and Services	107,900	125,900	17,800	156,100	35,525,000	82,300	-
Transport	4,750	7,980	6,030	5,320	-	440	-
TOTAL EXPENDITURE	594,340	756,690	177,150	658,220	35,525,000	101,570	1,984,880
INCOME							
Grants	-	(304,750)	(43,400)	(222,320)	(34,550,000)	(185,400)	-
Fees & Charges	-	(1,000)	(2,000)	(360,000)	(1,231,040)	(25,000)	-
TOTAL INCOME	-	(305,750)	(45,400)	(582,320)	(35,781,040)	(210,400)	-
NET CONTROLLABLE EXPENDITURE	**594,340**	**450,940**	**131,750**	**75,900**	**(256,040)**	**(108,830)**	**1,984,880**
NON CONTROLLABLE ITEMS							
Support Services	217,190	348,730	19,490	341,970	-	44,610	-
Capital Charges	-	-	-	-	-	-	-
Recharges	(775,690)	-	(38,000)	-	-	-	(331,070)
Transfers to/from Reserves	-	-	-	-	-	-	-
TOTAL NON-CONTROLLABLE ITEMS	(558,500)	348,730	(18,510)	341,970	-	44,610	(331,070)
NET EXPENDITURE	**35,840**	**799,670**	**113,240**	**417,870**	**(256,040)**	**(64,220)**	**1,653,810**

	Exchequer	Debtors/Debt Recovery	Audit Partnership	ICT	Telephony	Strategic Corporate Costs	Total
EXPENDITURE							
Employees	184,930	63,930	-	682,900	13,480	329,640	5,033,210
Premises	-	-	-	-	-	2,000	2,000
Supplies and Services	115,000	11,000	157,660	361,900	80,300	107,050	36,847,910
Transport	-	170	-	3,490	-	18,750	46,930
TOTAL EXPENDITURE	299,930	75,100	157,660	1,048,290	93,780	457,440	41,930,050
INCOME							-
Grants	-	-	-	-	-	-	(35,305,870)
Fees & Charges	-	-	-	(34,710)	-	-	(1,653,750)
TOTAL INCOME	-	-	-	(34,710)	-	-	(36,959,620)
NET CONTROLLABLE EXPENDITURE	**299,930**	**75,100**	**157,660**	**1,013,580**	**93,780**	**457,440**	**4,970,430**
NON CONTROLLABLE ITEMS							-
Support Services	69,690	48,790	12,520	185,840	2,500	1,396,700	2,688,030
Capital Charges	-	-	-	5,000	-	-	5,000
Recharges	(358,780)	(123,770)	(170,240)	(1,196,660)	(96,310)	(904,000)	(3,994,520)
Transfers to/from Reserves	-	-	-	-	-	-	-
TOTAL NON-CONTROLLABLE ITEMS	(289,090)	(74,980)	(157,720)	(1,005,820)	(93,810)	492,700	(1,301,490)
NET EXPENDITURE	**10,840**	**120**	**(60)**	**7,760**	**(30)**	**950,140**	**3,668,940**

REVENUE BUDGET				
SERVICE			**Accountancy**	
SERVICE DESCRIPTION			Provision of Accountancy, Treasury Management and Insurance services. These costs are fully recharged to services.	
SERVICE MANAGER			Head of Finance	
BUDGET MANAGER			Head of Finance	
ACTUAL 2016/17 £	**BUDGET 2017/18 £**	**PROJECTED OUTTURN 2017/18 £**	**DETAIL**	**ESTIMATE 2018/19 £**
			EXPENDITURE	
414,916	452,840	416,660	Employees	481,690
8,070	-	-	Premises	-
792,907	139,000	108,010	Supplies and Services	107,900
10,191	7,070	7,070	Transport	4,750
1,226,084	**598,910**	**531,740**	**TOTAL EXPENDITURE**	**594,340**
			INCOME	
(6,230)	-	-	Grants	-
(24,379)	(450)	(450)	Fees and Charges	-
1,195,476	**598,460**	**531,290**	**NET CONTROLLABLE EXPENDITURE**	**594,340**
			RECHARGES & CAPITAL CHARGES	
173,493	166,410	166,410	Support Services	217,190
13	-	-	Capital Charges	-
(1,316,177)	(699,070)	(699,070)	Recharges	(775,690)
-	-	-	Transfers to/from Reserves	-
52,805	**65,800**	**(1,370)**	**NET EXPENDITURE (Including Recharges and Capital Charges)**	**35,840**

ANALYSIS OF BUDGET VARIATIONS		
		COMMENTS
Base Budget 2017/18	**65,800**	
Employees	28,850	Insurance Assistant post
Supplies and Services	(31,100)	Saving in consultants fees
Transport	(2,320)	
Support Services	50,780	
Recharges	(76,620)	
Base Budget 2018/19	**35,390**	

ANALYSIS OF BUDGET VARIATIONS		
		COMMENTS
Base Budget 2017/18	**65,800**	
Employees	(36,180)	Saving in part year Head of Finance post offset by part year appointment to Insurance Assistant post
Supplies and Services	(30,990)	Saving in consultants fees
Outturn 2017/18 (P6 Forecast)	**(1,370)**	

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	Head of Finance			
BUDGET MANAGER	Revenues and Benefits Manager			

ACTUAL 2016/17 £	BUDGET 2017/18 £	PROJECTED OUTTURN 2017/18 £	DETAIL	ESTIMATE 2018/19 £
			EXPENDITURE	
638,081	578,280	586,450	Employees	622,810
-	-	-	Premises	-
121,921	122,730	132,730	Supplies and Services	125,900
12,499	8,430	8,430	Transport	7,980
772,501	**709,440**	**727,610**	**TOTAL EXPENDITURE**	**756,690**
			INCOME	
(482,126)	(383,000)	(397,000)	Grants	(304,750)
(1,047)	(2,000)	(2,000)	Fees and Charges	(1,000)
289,329	**324,440**	**328,610**	**NET CONTROLLABLE EXPENDITURE**	**450,940**
			RECHARGES & CAPITAL CHARGES	
375,674	345,240	345,240	Support Services	348,730
665,002	**669,680**	**673,850**	**NET EXPENDITURE (Including Recharges and Capital Charges)**	**799,670**

ANALYSIS OF BUDGET VARIATIONS

		COMMENTS
Base Budget 2017/18	**669,680**	
Employees	44,530	Pay award/Increments/NI and re-allocation of 2 apprenticeship posts from CT
Supplies and Services	3,170	£20k pressure in benefits admin software offset by saving in audit fees for grant claims
Transport	(450)	
Grants	78,250	Reduction in benefit administration subsidy
Fees and Charges	1,000	
Support Services	3,490	
Base Budget 2018/19	**799,670**	

ANALYSIS OF BUDGET VARIATIONS

		COMMENTS
Base Budget 2017/18	**669,680**	
Employees	8,170	Super annuation increase
Supplies and Services	10,000	Increase in computer software funded by increased Government grants
Grants	(14,000)	Increase in Government grants to fund computer software
Outturn 2017/18 (P6 Forecast)	**673,850**	

REVENUE BUDGET				
SERVICE			**Fraud**	
SERVICE DESCRIPTION			To deliver and promote an anti fraud and corruption culture throughout the authority through awareness and training in order to deter, prevnet and detect incidencts of fraud	
SERVICE MANAGER			Director of Finance & Economy	
BUDGET MANAGER			Investigation Manager	
ACTUAL 2016/17 £	**BUDGET 2017/18 £**	**PROJECTED OUTTURN 2017/18 £**	**DETAIL**	**ESTIMATE 2018/19 £**
			EXPENDITURE	
122,955	141,000	151,310	Employees	153,320
9,616	14,750	17,800	Supplies and Services	17,800
9,242	5,630	5,630	Transport	6,030
141,813	**161,380**	**174,740**	**TOTAL EXPENDITURE**	**177,150**
			INCOME	
(45,688)	(43,400)	(43,400)	Grants	(43,400)
-	(2,000)	(2,000)	Fees and Charges	(2,000)
96,125	**115,980**	**129,340**	**NET CONTROLLABLE EXPENDITURE**	**131,750**
			RECHARGES & CAPITAL CHARGES	
15,667	18,560	18,560	Support Services	19,490
(38,000)	(38,000)	(38,000)	Recharges	(38,000)
-	-	-	Transfers to/from Reserves	-
73,792	**96,540**	**109,900**	**NET EXPENDITURE (Including Recharges and Capital Charges)**	**113,240**

ANALYSIS OF BUDGET VARIATIONS		
		COMMENTS
Base Budget 2017/18	**96,540**	
Employees	12,320	Pay award/Increments/NI and superannuation and accelerated increment for managers post
Supplies and Services	3,050	Increase in Idis software to support credit searches
Transport	400	
Support Services	930	
Base Budget 2018/19	**113,240**	

ANALYSIS OF BUDGET VARIATIONS		
		COMMENTS
Base Budget 2017/18	**96,540**	
Employees	10,310	Appointment of manager post at higher than budgeted
Supplies and Services	3,050	Increase in Idis software to support credit searches
Outturn 2017/18 (P6 Forecast)	**109,900**	

REVENUE BUDGET				
SERVICE		**Council Tax Collection**		
SERVICE DESCRIPTION		Collection and administration of Council Tax		
SERVICE MANAGER		Head of Finance		
BUDGET MANAGER		Revenues and Benefits Manager		
ACTUAL 2016/17 £	**BUDGET 2017/18 £**	**PROJECTED OUTTURN 2017/18 £**	**DETAIL**	**ESTIMATE 2018/19 £**
			EXPENDITURE	
470,831	505,930	509,390	Employees	496,800
-	-	-	Premises	-
123,283	155,600	155,600	Supplies and Services	156,100
2,285	5,320	5,320	Transport	5,320
596,398	**666,850**	**670,310**	**TOTAL EXPENDITURE**	**658,220**
			INCOME	
(260,600)	(256,420)	(256,420)	Grants	(222,320)
(409,613)	(355,000)	(355,000)	Fees and Charges	(360,000)
(73,815)	**55,430**	**58,890**	**NET CONTROLLABLE EXPENDITURE**	**75,900**
			RECHARGES & CAPITAL CHARGES	
348,852	401,720	401,720	Support Services	341,970
275,037	**457,150**	**460,610**	**NET EXPENDITURE (Including Recharges and Capital Charges)**	**417,870**

ANALYSIS OF BUDGET VARIATIONS		
		COMMENTS
Base Budget 2017/18	**457,150**	
Employees	(9,130)	Re-allocation of 1 apprentice post and 1 part time recovery officer post to benefits administration
Supplies and Services	500	
Grants	34,100	Reduction in council tax collection grant
Fees and Charges	(5,000)	
Support Services	(59,750)	
Base Budget 2018/19	**417,870**	

ANALYSIS OF BUDGET VARIATIONS		
		COMMENTS
Base Budget 2017/18	**457,150**	
Employees	3,460	Pay award and increments
Outturn 2017/18 (P6 Forecast)	**460,610**	

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	Head of Finance			
BUDGET MANAGER	Revenues and Benefits Manager			
ACTUAL 2016/17 £	**BUDGET 2017/18 £**	**PROJECTED OUTTURN 2017/18 £**	**DETAIL**	**ESTIMATE 2018/19 £**
			EXPENDITURE	
-	-	-	Employees	-
-	-	-	Premises	-
38,043,099	35,500,000	35,500,000	Supplies and Services	35,525,000
-	-	-	Transport	-
38,043,099	**35,500,000**	**35,500,000**	**TOTAL EXPENDITURE**	**35,525,000**
			INCOME	
(36,276,962)	(34,800,000)	(34,800,000)	Grants	(34,550,000)
(2,233,954)	(956,000)	(956,000)	Fees and Charges	(1,231,040)
(467,817)	**(256,000)**	**(256,000)**	**NET CONTROLLABLE EXPENDITURE**	**(256,040)**
			RECHARGES & CAPITAL CHARGES	
-	-	-	Support Services	-
-	-	-	Capital Charges	-
-	-	-	Recharges	-
-	-	-	Transfers to/from Reserves	-
(467,817)	**(256,000)**	**(256,000)**	**NET EXPENDITURE (Including Recharges and Capital Charges)**	**(256,040)**

ANALYSIS OF BUDGET VARIATIONS		
		COMMENTS
Base Budget 2017/18	**(256,000)**	
Supplies and Services	25,000	Based on mid year estimates 17/18
Grants	250,000	Based on mid year estimates 17/18
Fees and Charges	(275,040)	Based on mid year estimates 17/18
Base Budget 2018/19	**(256,040)**	

ANALYSIS OF BUDGET VARIATIONS		
		COMMENTS
Base Budget 2017/18	**(256,000)**	
Outturn 2017/18 (P6 Forecast)	**(256,000)**	

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	Head of Finance			
BUDGET MANAGER	Revenues and Benefits Manager			
ACTUAL 2016/17 £	**BUDGET 2017/18 £**	**PROJECTED OUTTURN 2017/18 £**	**DETAIL**	**ESTIMATE 2018/19 £**
			EXPENDITURE	
18,340	18,390	18,520	Employees	18,830
-	-	-	Premises	-
69,342	74,300	82,300	Supplies and Services	82,300
221	490	490	Transport	440
87,903	**93,180**	**101,310**	**TOTAL EXPENDITURE**	**101,570**
			INCOME	
(211,127)	(180,000)	(192,000)	Grants	(185,400)
(30,829)	(25,000)	(25,000)	Fees and Charges	(25,000)
(154,053)	**(111,820)**	**(115,690)**	**NET CONTROLLABLE EXPENDITURE**	**(108,830)**
			RECHARGES & CAPITAL CHARGES	
44,856	46,590	46,590	Support Services	44,610
(109,197)	**(65,230)**	**(69,100)**	**NET EXPENDITURE (Including Recharges and Capital Charges)**	**(64,220)**

ANALYSIS OF BUDGET VARIATIONS		
		COMMENTS
Base Budget 2017/18	**(65,230)**	
Employees	440	
Supplies and Services	8,000	Increased software costs to support Gov changes to NNDR
Transport	(50)	
Support Services	(1,980)	
Base Budget 2018/19	**(58,820)**	

ANALYSIS OF BUDGET VARIATIONS		
		COMMENTS
Base Budget 2017/18	**(65,230)**	
Employees	130	
Supplies and Services	8,000	Increased software costs to support Gov changes to NNDR funded by grant in first year
Grants	(12,000)	Increased grants to support software costs to support Gov changes to NNDR
Outturn 2017/18 (P6 Forecast)	**(69,100)**	

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			Head of Finance	
BUDGET MANAGER			Head of Finance	
ACTUAL **2016/17** **£**	**BUDGET** **2017/18** **£**	**PROJECTED OUTTURN** **2017/18** **£**	**DETAIL**	**ESTIMATE** **2018/19** **£**
			EXPENDITURE	
2,065,745	2,023,000	1,794,850	Employees	1,984,880
-	-	-	Premises	-
654,573	-	-	Supplies and Services	-
-	-	-	Transport	-
2,720,318	**2,023,000**	**1,794,850**	**TOTAL EXPENDITURE**	**1,984,880**
			INCOME	
-	-	-	Grants	-
(1,371)	-	-	Fees and Charges	-
2,718,946	**2,023,000**	**1,794,850**	**NET CONTROLLABLE EXPENDITURE**	**1,984,880**
			RECHARGES & CAPITAL CHARGES	
-	-	-	Support Services	-
-	-	-	Capital Charges	-
(367,760)	(327,030)	(327,030)	Recharges	(331,070)
-	-	-	Transfers to/from Reserves	-
2,351,186	**1,695,970**	**1,467,820**	**NET EXPENDITURE (Including Recharges and Capital Charges)**	**1,653,810**
ANALYSIS OF BUDGET VARIATIONS				
			COMMENTS	
Base Budget 2017/18		**1,695,970**		
Employees		(38,120)	Saving in Apprenticeship Levy	
Recharges		(4,040)		
Base Budget 2018/19		**1,653,810**		
ANALYSIS OF BUDGET VARIATIONS				
			COMMENTS	
Base Budget 2017/18		**1,695,970**		
Employees		(228,150)	Transfer of super annuation increase and saving of superannuation back funding	
Outturn 2017/18 (P6 Forecast)		**1,467,820**		

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	Head of Finance
BUDGET MANAGER	Exchequer Manager

ACTUAL 2016/17 £	BUDGET 2017/18 £	PROJECTED OUTTURN 2017/18 £	DETAIL	ESTIMATE 2018/19 £
			EXPENDITURE	
146,924	153,710	154,950	Employees	184,930
680	-	-	Premises	-
110,053	103,330	111,750	Supplies and Services	115,000
-	-	-	Transport	-
257,657	**257,040**	**266,700**	**TOTAL EXPENDITURE**	**299,930**
			INCOME	
-	-	-	Grants	-
(11,716)	(9,000)	(10,000)	Fees and Charges	-
245,941	**248,040**	**256,700**	**NET CONTROLLABLE EXPENDITURE**	**299,930**
			RECHARGES & CAPITAL CHARGES	
59,420	58,470	58,470	Support Services	69,690
-	-	-	Capital Charges	-
(257,552)	(326,120)	(326,120)	Recharges	(358,780)
-	-	-	Transfers to/from Reserves	-
47,809	**(19,610)**	**(10,950)**	**NET EXPENDITURE (Including Recharges and Capital Charges)**	**10,840**

ANALYSIS OF BUDGET VARIATIONS		
		COMMENTS
Base Budget 2017/18	**(19,610)**	
Employees	31,220	Pay award/Increments/NI and new post to support central ordering tranferred from Housing
Supplies and Services	11,670	Increased bank charges
Fees and Charges	9,000	Reduced income from recovery of bank charges
Support Services	11,220	
Recharges	(32,660)	
Base Budget 2018/19	**10,840**	

ANALYSIS OF BUDGET VARIATIONS		
		COMMENTS
Base Budget 2017/18	**(19,610)**	
Employees	1,240	
Supplies and Services	8,420	Increased bank charges
Fees and Charges	(1,000)	
Outturn 2017/18 (P6 Forecast)	**(10,950)**	

REVENUE BUDGET				
SERVICE		**Debtors/Debt Recovery**		
SERVICE DESCRIPTION		Collection of sundry debtors due to ABC		
SERVICE MANAGER		Head of Finance		
BUDGET MANAGER		Revenues and Benefits Manager		
ACTUAL 2016/17 £	**BUDGET 2017/18 £**	**PROJECTED OUTTURN 2017/18 £**	**DETAIL**	**ESTIMATE 2018/19 £**
			EXPENDITURE	
64,931	64,940	65,450	Employees	63,930
-	-	-	Premises	-
2,952	11,500	11,000	Supplies and Services	11,000
(4)	100	100	Transport	170
67,879	**76,540**	**76,550**	**TOTAL EXPENDITURE**	**75,100**
			INCOME	
-	-	-	Grants	-
(225)	(1,700)	-	Fees and Charges	-
67,654	**74,840**	**76,550**	**NET CONTROLLABLE EXPENDITURE**	**75,100**
			RECHARGES & CAPITAL CHARGES	
44,706	44,400	44,220	Support Services	48,790
-	-	-	Capital Charges	-
(113,505)	(120,270)	(120,270)	Recharges	(123,770)
-	-	-	Transfers to/from Reserves	-
(1,145)	**(1,030)**	**500**	**NET EXPENDITURE (Including Recharges and Capital Charges)**	**120**

ANALYSIS OF BUDGET VARIATIONS		
		COMMENTS
Base Budget 2017/18	**(1,030)**	
Employees	(1,010)	
Supplies and Services	(500)	
Transport	70	
Fees and Charges	1,700	
Support Services	4,570	
Recharges	(3,500)	
Base Budget 2018/19	**300**	

ANALYSIS OF BUDGET VARIATIONS		
		COMMENTS
Base Budget 2017/18	**(1,030)**	
Employees	510	
Supplies and Services	(500)	
Fees and Charges	1,700	
Support Services	(180)	
Outturn 2017/18 (P6 Forecast)	**500**	

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			Head of Finance	
BUDGET MANAGER			Head of Finance	
ACTUAL **2016/17** **£**	**BUDGET** **2017/18** **£**	**PROJECTED OUTTURN** **2017/18** **£**	**DETAIL**	**ESTIMATE** **2018/19** **£**
			EXPENDITURE	
141,169	144,710	144,710	Supplies and Services	157,660
-	-	-	Transport	-
141,169	**144,710**	**144,710**	**TOTAL EXPENDITURE**	**157,660**
			INCOME	
-	-	-	Grants	-
-	-	-	Fees and Charges	-
141,169	**144,710**	**144,710**	**NET CONTROLLABLE EXPENDITURE**	**157,660**
			RECHARGES & CAPITAL CHARGES	
20,253	13,060	13,060	Support Services	12,520
-	-	-	Capital Charges	-
(161,421)	(157,720)	(157,720)	Recharges	(170,240)
-	-	-	Transfers to/from Reserves	-
-	**50**	**50**	**NET EXPENDITURE (Including Recharges and Capital Charges)**	**(60)**

ANALYSIS OF BUDGET VARIATIONS		
		COMMENTS
Base Budget 2017/18	**50**	
Supplies & Services	12,950	Increase in audit partnership fee
Support Services	(540)	
Recharges	(12,520)	
Base Budget 2018/19	**(60)**	

ANALYSIS OF BUDGET VARIATIONS		
		COMMENTS
Base Budget 2017/18	**50**	
Outturn 2017/18 (P6 Forecast)	**50**	

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			Director of Finance & Economy	
BUDGET MANAGER			IT Operations Manager	
ACTUAL 2016/17 £	**BUDGET 2017/18 £**	**PROJECTED OUTTURN 2017/18 £**	**DETAIL**	**ESTIMATE 2018/19 £**
			EXPENDITURE	
650,188	657,510	672,650	Employees	682,900
-	-	-	Premises	-
395,955	357,120	357,120	Supplies and Services	361,900
5,976	4,570	4,570	Transport	3,490
1,052,119	**1,019,200**	**1,034,340**	**TOTAL EXPENDITURE**	**1,048,290**
			INCOME	
-	-	-	Grants	-
(40,036)	(34,000)	(34,000)	Fees and Charges	(34,710)
1,012,083	**985,200**	**1,000,340**	**NET CONTROLLABLE EXPENDITURE**	**1,013,580**
			RECHARGES & CAPITAL CHARGES	
152,877	166,460	166,460	Support Services	185,840
-	-	-	Capital Charges	5,000
(1,170,962)	(1,144,590)	(1,144,590)	Recharges	(1,196,660)
-	-	-	Transfers to/from Reserves	-
(6,002)	**7,070**	**22,210**	**NET EXPENDITURE (Including Recharges and Capital Charges)**	**7,760**

ANALYSIS OF BUDGET VARIATIONS		
		COMMENTS
Base Budget 2017/18	**7,070**	
Employees	25,390	Pay award, increments and upgrade to one post
Supplies and Services	4,780	Increased cost of terminal maintenance
Transport	(1,080)	
Fees and Charges	(710)	
Support Services	19,380	
Capital Charges	5,000	
Recharges	(52,070)	
Base Budget 2018/19	**7,760**	

ANALYSIS OF BUDGET VARIATIONS		
		COMMENTS
Base Budget 2017/18	**7,070**	
Employees	15,140	I post upgraded and 1 post accelerated increments
Outturn 2017/18 (P6 Forecast)	**22,210**	

REVENUE BUDGET				
SERVICE			**Telephony**	
SERVICE DESCRIPTION			All the organisations telephone are charged here then re-charged to individual services	
SERVICE MANAGER			Director of Finance & Economy	
BUDGET MANAGER			IT Operations Manager	
ACTUAL 2016/17 £	**BUDGET 2017/18 £**	**PROJECTED OUTTURN 2017/18 £**	**DETAIL**	**ESTIMATE 2018/19 £**
			EXPENDITURE	
14,836	14,890	15,010	Employees	13,480
-	-	-	Premises	-
90,771	83,300	83,300	Supplies and Services	80,300
71	-	-	Transport	-
105,678	**98,190**	**98,310**	**TOTAL EXPENDITURE**	**93,780**
			INCOME	
-	-	-	Grants	-
(505)	-	-	Fees and Charges	-
105,173	**98,190**	**98,310**	**NET CONTROLLABLE EXPENDITURE**	**93,780**
			RECHARGES & CAPITAL CHARGES	
2,727	2,580	2,580	Support Services	2,500
-	-	-	Capital Charges	-
(107,900)	(100,730)	(100,730)	Recharges	(96,310)
-	-	-	Transfers to/from Reserves	-
(0)	**40**	**160**	**NET EXPENDITURE (Including Recharges and Capital Charges)**	**(30)**

ANALYSIS OF BUDGET VARIATIONS		
		COMMENTS
Base Budget 2017/18	**40**	
Employees	(1,410)	
Supplies and Services	(3,000)	
Support Services	(80)	
Recharges	4,420	
Base Budget 2018/19	**(30)**	

ANALYSIS OF BUDGET VARIATIONS		
		COMMENTS
Base Budget 2017/18	**40**	
Employees	120	
Outturn 2017/18 (P6 Forecast)	**160**	

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	Head of Finance
BUDGET MANAGER	Head of Finance

ACTUAL 2016/17 £	BUDGET 2017/18 £	PROJECTED OUTTURN 2017/18 £	DETAIL	ESTIMATE 2018/19 £
			EXPENDITURE	
267,701	188,990	358,675	Employees	329,640
3,041	2,000	2,000	Premises	2,000
136,346	102,900	102,900	Supplies and Services	107,050
10,881	8,150	8,150	Transport	18,750
417,970	**302,040**	**471,725**	**TOTAL EXPENDITURE**	**457,440**
			INCOME	
(889)	-	-	Grants	-
(2,822)	-	-	Fees and Charges	-
414,259	**302,040**	**471,725**	**NET CONTROLLABLE EXPENDITURE**	**457,440**
			RECHARGES & CAPITAL CHARGES	
1,521,733	1,489,750	1,489,750	Support Services	1,396,700
-	-	-	Capital Charges	-
(628,000)	(626,940)	(626,940)	Recharges	(904,000)
-	-	-	Transfers to/from Reserves	-
1,307,993	**1,164,850**	**1,334,535**	**NET EXPENDITURE (Including Recharges and Capital Charges)**	**950,140**

ANALYSIS OF BUDGET VARIATIONS		
		COMMENTS
Base Budget 2017/18	**1,164,850**	
Employees	140,650	Transfer of 2 director posts
Supplies and Services	4,150	
Transport	10,600	Transfer of directors lease car costs
Support Services	(93,050)	
Recharges	(277,060)	
Base Budget 2018/19	**950,140**	

ANALYSIS OF BUDGET VARIATIONS		
		COMMENTS
Base Budget 2017/18	**1,164,850**	
Employees	169,685	Transfer of 2 director posts
Outturn 2017/18 (P6 Forecast)	**1,334,535**	

This page has been intentionally left blank

REVENUE BUDGET				
Human Resources and Customer Services				
ACTUAL 2016/17 £	**BUDGET 2017/18 £**	**PROJECTED OUTTURN 2017/18 £**	**DETAIL**	**ESTIMATE 2018/19 £**
(5,002)	10	(35,660)	Visitor & Call Centre	10
(847)	90,000	151,270	Human Resources	105,000
(5,849)	**90,010**	**115,610**	**SERVICE EXPENDITURE**	**105,010**

SUBJECTIVE ANALYSIS - 2018/19 ESTIMATE Human Resources and Customer Services			
	Visitor & Call Centre	**Human Resources**	**Total**
EXPENDITURE			
Employees	573,550	502,460	1,076,010
Premises	-	-	-
Supplies and Services	35,050	67,800	102,850
Transport	6,750	3,450	10,200
TOTAL EXPENDITURE	615,350	573,710	1,189,060
INCOME			
Grants	-	-	-
Fees & Charges	-	(46,090)	(46,090)
TOTAL INCOME	-	(46,090)	(46,090)
NET CONTROLLABLE EXPENDITURE	**615,350**	**527,620**	**1,142,970**
NON CONTROLLABLE ITEMS			
Support Services	148,440	92,960	241,400
Capital Charges	41,500	-	41,500
Recharges	(805,280)	(515,580)	(1,320,860)
Transfers to/from Reserves	-	-	-
TOTAL NON-CONTROLLABLE ITEMS	(615,340)	(422,620)	(1,037,960)
NET EXPENDITURE	**10**	**105,000**	**105,010**

REVENUE BUDGET				
SERVICE			**Visitor & Call Centre**	
SERVICE DESCRIPTION			The provision of the customer contact and call centres.	
SERVICE MANAGER			Head of HR and Customer Services	
BUDGET MANAGER			Customer Services Manager	
ACTUAL 2016/17 £	**BUDGET 2017/18 £**	**PROJECTED OUTTURN 2017/18 £**	**DETAIL**	**ESTIMATE 2018/19 £**
			EXPENDITURE	
502,907	523,320	526,650	Employees	573,550
2,658	-	-	Premises	-
28,315	31,420	36,420	Supplies and Services	35,050
8,074	6,750	6,750	Transport	6,750
541,953	**561,490**	**569,820**	**TOTAL EXPENDITURE**	**615,350**
			INCOME	
-	-	-	Grants	-
-	-	-	Fees and Charges	-
541,953	**561,490**	**569,820**	**NET CONTROLLABLE EXPENDITURE**	**615,350**
			RECHARGES & CAPITAL CHARGES	
105,887	106,840	106,840	Support Services	148,440
63,176	100,800	100,800	Capital Charges	41,500
(716,019)	(769,120)	(813,120)	Recharges	(805,280)
-	-	-	Transfers to/from Reserves	-
(5,002)	**10**	**(35,660)**	**NET EXPENDITURE (Including Recharges and Capital Charges)**	**10**

ANALYSIS OF BUDGET VARIATIONS		
		COMMENTS
Base Budget 2017/18	**10**	
Employees	21,940	Pay Award/Increments/NI & Super
Employees	45,130	Employees Transferred from Housing - Reflected in increased recharge to HRA
Employees	(16,840)	Reduction in direct allocation of Head of Environmental & Management.
Supplies & Services	1,630	
Supplies & Services	2,000	Computer Hardware
Support Services	41,600	
Capital Charges	(59,300)	
Recharges	(36,160)	
Base Budget 2018/19	**10**	

ANALYSIS OF BUDGET VARIATIONS		
		COMMENTS
Base Budget 2017/18	**10**	
Employees	3,330	
Supplies & Services	5,000	Payments to KCC re Gateway
Recharges	(44,000)	Extra recharge to HRA re 2 transferred posts
Outturn 2017/18 (P6 Forecast)	**(35,660)**	

REVENUE BUDGET				
SERVICE	**Human Resources**			
SERVICE DESCRIPTION	The Personnel and Development 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	Head of HR & Customer Services			
BUDGET MANAGER	Head of HR & Customer Services			
ACTUAL 2016/17 £	**BUDGET 2017/18 £**	**PROJECTED OUTTURN 2017/18 £**	**DETAIL**	**ESTIMATE 2018/19 £**
			EXPENDITURE	
429,768	437,080	498,350	Employees	502,460
404	-	-	Premises	-
72,211	64,680	64,680	Supplies and Services	67,800
28,154	3,400	3,400	Transport	3,450
530,537	**505,160**	**566,430**	**TOTAL EXPENDITURE**	**573,710**
			INCOME	
-	-	-	Grants	-
(50,004)	(45,670)	(45,670)	Fees and Charges	(46,090)
480,532	**459,490**	**520,760**	**NET CONTROLLABLE EXPENDITURE**	**527,620**
			RECHARGES & CAPITAL CHARGES	
83,572	71,740	71,740	Support Services	92,960
-	-	-	Capital Charges	-
(564,951)	(441,230)	(441,230)	Recharges	(515,580)
-	-	-	Transfers to/from Reserves	-
(847)	**90,000**	**151,270**	**NET EXPENDITURE (Including Recharges and Capital Charges)**	**105,000**

ANALYSIS OF BUDGET VARIATIONS		
		COMMENTS
Base Budget 2017/18	**90,000**	
Employees	17,380	Pay Award/Increments/NI & Super
Employees	15,000	Digital Training & Development
Employees	33,000	National Management Trainee Post
Supplies and Services	3,120	
Transport	50	
Income	(420)	
Support Services	21,220	
Recharges	(74,350)	
Base Budget 2018/19	**105,000**	

ANALYSIS OF BUDGET VARIATIONS		
		COMMENTS
Base Budget 2017/18	**90,000**	
Employees	31,270	Temporary HR Officer
Employees	30,000	Management Trainee post not budgeted for
Outturn 2017/18 (P6 Forecast)	**151,270**	

REVENUE BUDGET				
Housing General Fund				
ACTUAL 2016/17 £	**BUDGET 2017/18 £**	**PROJECTED OUTTURN 2017/18 £**	**DETAIL**	**ESTIMATE 2018/19 £**
606,812	528,390	664,990	Housing Options	535,270
(211,159)	750	1,200	Refugee Project	0
178,342	141,260	128,720	Private Sector Housing	117,410
58,522	53,220	55,310	Housing Strategy and Enabling	36,880
(993)	(66,020)	(53,250)	Facilities Management	9,060
5,412	(2,810)	(17,326)	Gypsy Site - Chilmington	(8,840)
636,937	**654,790**	**779,644**	**SERVICE EXPENDITURE**	**689,780**

SUBJECTIVE ANALYSIS - 2018/19 BUDGET
Community & Housing - Housing General Fund

	Housing Options	Private Sector Housing	Housing Strategy and Enabling	Facilities Management	Gypsy Site - Chilmington	Total
EXPENDITURE						
Employees	470,120	100,850	64,220	189,400	15,280	839,870
Premises	1,101,300	-	-	589,760	33,780	1,724,840
Supplies and Services	868,920	13,900	680	93,550	-	977,050
Transport	22,640	5,430	380	2,750	-	31,200
TOTAL EXPENDITURE	2,462,980	120,180	65,280	875,460	49,060	3,572,960
INCOME						
Grants	(224,000)	-	-	-	-	(224,000)
Fees & Charges	(1,918,500)	(20,000)	-	(174,380)	(72,200)	(2,185,080)
TOTAL INCOME	(2,142,500)	(20,000)	-	(174,380)	(72,200)	(2,409,080)
NET CONTROLLABLE EXPENDITURE	**320,480**	**100,180**	**65,280**	**701,080**	**(23,140)**	**1,163,880**
NON CONTROLLABLE ITEMS						
Support Services	201,790	17,230	19,580	120,410	8,000	367,010
Capital Charges	8,000	-	-	112,700	6,300	127,000
Recharges	-	-	(47,980)	(925,130)	-	(973,110)
Transfers to/from Reserves	5,000	-	-	-	-	5,000
TOTAL NON-CONTROLLABLE ITEMS	214,790	17,230	(28,400)	(692,020)	14,300	(474,100)
NET EXPENDITURE	**535,270**	**117,410**	**36,880**	**9,060**	**(8,840)**	**689,780**

REVENUE BUDGET	
SERVICE	**Housing Options**
SERVICE DESCRIPTION	The administration of the homeless service including B & B, Christchurch House, providing housing advice and maintenance of the housing register Lettings, ABC Lettings and Private Sector Leasing
SERVICE MANAGER	Head of Housing
BUDGET MANAGER	Housing Operations Manager Income and Customers

ACTUAL 2016/17 £	BUDGET 2017/18 £	PROJECTED OUTTURN 2017/18 £	DETAIL	ESTIMATE 2018/19 £
			EXPENDITURE	
397,598	432,490	437,910	Employees	470,120
824,210	874,470	1,012,400	Premises	1,101,300
883,547	710,160	1,105,780	Supplies and Services	868,920
23,200	20,990	20,990	Transport	22,640
2,128,555	**2,038,110**	**2,577,080**	**TOTAL EXPENDITURE**	**2,462,980**
			INCOME	
-	-	(224,000)	Grants	(224,000)
(1,652,078)	(1,663,880)	(1,842,250)	Fees and Charges	(1,918,500)
476,477	**374,230**	**510,830**	**NET CONTROLLABLE EXPENDITURE**	**320,480**
			RECHARGES & CAPITAL CHARGES	
122,317	140,740	140,740	Support Services	201,790
8,019	8,420	8,420	Capital Charges	8,000
-	5,000	5,000	Transfers to/from Reserves	5,000
606,812	**528,390**	**664,990**	**NET EXPENDITURE (Including Recharges and Capital Charges)**	**535,270**

ANALYSIS OF BUDGET VARIATIONS		
Base Budget 2017/18	**528,390**	COMMENTS
Employees	18,630	Pay award
Employees	19,000	HRA structure review
Premises	226,830	ABC Lettings property rent paid to Landlords
Supplies and Services	71,600	Interim Accommodation
Supplies and Services	68,000	Prevention Fund used on a range of methods designed to keep tenants off the homeless list arranged as a loan if possible
Supplies and Services	19,160	Increased Private sector leasing rents based on current spend plus minor increases on legal, security and professional fees
Grants	(156,000)	Flexible homeless support grant offsetting a reduction in rent income
Grants	(68,000)	Homeless Prevention Grant
Fees and Charges	(176,360)	B&B Accomodation Charge
Fees and Charges	163,600	Private sector leasing rents replaced with grant income
Fees and Charges	(20,030)	Management of stock administration fees
Fees and Charges	(221,830)	ABC letting rents
Support Services	62,280	
Base Budget 2018/19	**535,270**	

ANALYSIS OF BUDGET VARIATIONS		
Base Budget 2017/18	**528,390**	COMMENTS
Employees	5,420	
Premises	137,930	ABC Lettings property rent paid to Landlords
Supplies and Services	64,020	Prevention Grant
Supplies and Services	331,600	B&B Accommodation
Grants	(224,000)	Prevention Grant
Fees and Charges	(178,370)	B&B Accommodation Charge
Outturn 2017/18 (P6 Forecast)	**664,990**	

NOTES
Homeless Reduction Grant: New Burdens funding - Ashford has recently been awarded £161,457 over the next three years in addition to the numbers in the table above to help prevent and reduce homelessness. Officers are looking at options on how this is to be used before reporting to members.

REVENUE BUDGET				
SERVICE		**Refugee Project**		
SERVICE DESCRIPTION		The administration of the Syrian vunerable person relocation scheme		
SERVICE MANAGER		Head of Housing		
BUDGET MANAGER		Housing Operations Manager Income and Customers		
ACTUAL 2016/17 £	**BUDGET 2017/18 £**	**PROJECTED OUTTURN 2017/18 £**	**DETAIL**	**ESTIMATE 2018/19 £**
			EXPENDITURE	
71,501	69,330	69,780	Employees	80,310
26,125	10,000	10,000	Premises	40,000
97,578	92,600	92,600	Supplies and Services	121,500
8,535	15,080	15,080	Transport	16,000
203,739	**187,010**	**187,460**	**TOTAL EXPENDITURE**	**257,810**
			INCOME	
(414,878)	(186,260)	(186,260)	Grants	(257,810)
(20)	-	-	Fees and Charges	-
(211,159)	**750**	**1,200**	**NET CONTROLLABLE EXPENDITURE**	**0**
			RECHARGES & CAPITAL CHARGES	
(211,159)	**750**	**1,200**	**NET EXPENDITURE (Including Recharges and Capital Charges)**	**0**

ANALYSIS OF BUDGET VARIATIONS		
		COMMENTS
Base Budget 2017/18	**750**	
Employees	18,980	Syrian Vulnerable Person Resettlement Scheme Officer
Employees	(8,000)	Skills training budget reduced based on current spend and intended programme
Premises	30,000	Payment of rent and deposit
Supplies and Services	28,900	Professional fees - interpreters
Fees and Charges	(71,550)	Government Grant
Other	920	
Base Budget 2018/19	**-**	

ANALYSIS OF BUDGET VARIATIONS		
		COMMENTS
Base Budget 2017/18	**750**	
Employees	450	
Outturn 2017/18 (P6 Forecast)	**1,200**	

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	Head of Housing			
BUDGET MANAGER	Housing Operations Manager Income and Customers			
ACTUAL 2016/17 £	**BUDGET 2017/18 £**	**PROJECTED OUTTURN 2017/18 £**	**DETAIL**	**ESTIMATE 2018/19 £**
			EXPENDITURE	
88,543	92,430	93,640	Employees	100,850
1,489	-	-	Premises	-
54,626	11,800	12,550	Supplies and Services	13,900
5,818	6,010	6,010	Transport	5,430
150,476	**110,240**	**112,200**	**TOTAL EXPENDITURE**	**120,180**
			INCOME	
(26,214)	-	-	Grants	-
(5,874)	(5,000)	(19,500)	Fees and Charges	(20,000)
118,387	**105,240**	**92,700**	**NET CONTROLLABLE EXPENDITURE**	**100,180**
			RECHARGES & CAPITAL CHARGES	
59,955	36,020	36,020	Support Services	17,230
178,342	**141,260**	**128,720**	**NET EXPENDITURE (Including Recharges and Capital Charges)**	**117,410**

ANALYSIS OF BUDGET VARIATIONS		
		COMMENTS
Base Budget 2017/18	**141,260**	
Employees	8,420	Pay Award, an increased allocation from senior management plus increments
Supplies and Services	2,100	
Transport	(580)	
Support Services	(18,790)	
Fees and Charges	(15,000)	HMO licensing and UK entry inspections
Base Budget 2018/19	**117,410**	

ANALYSIS OF BUDGET VARIATIONS		
		COMMENTS
Base Budget 2017/18	**141,260**	
Employees	1,210	
Supplies and Services	750	
Fees and Charges	(14,500)	ABC Management and Admin Fee plus HMO Licensing
Outturn 2017/18 (P6 Forecast)	**128,720**	

REVENUE BUDGET				
SERVICE		**Housing Strategy and Enabling**		
SERVICE DESCRIPTION		To encourage the provision of affordable housing outside of the HRA		
SERVICE MANAGER		Head of Housing		
BUDGET MANAGER		Housing Operations Manager Income and Customers		
ACTUAL 2016/17 £	**BUDGET 2017/18 £**	**PROJECTED OUTTURN 2017/18 £**	**DETAIL**	**ESTIMATE 2018/19 £**
			EXPENDITURE	
75,663	81,580	82,170	Employees	64,220
242	850	2,350	Supplies and Services	680
2,728	2,570	2,570	Transport	380
78,633	**85,000**	**87,090**	**TOTAL EXPENDITURE**	**65,280**
			INCOME	
-	-	-	Fees and Charges	-
78,633	**85,000**	**87,090**	**NET CONTROLLABLE EXPENDITURE**	**65,280**
			RECHARGES & CAPITAL CHARGES	
23,328	16,200	16,200	Support Services	19,580
(43,440)	(47,980)	(47,980)	Recharges	(47,980)
58,522	**53,220**	**55,310**	**NET EXPENDITURE (Including Recharges and Capital Charges)**	**36,880**

ANALYSIS OF BUDGET VARIATIONS		
		COMMENTS
Base Budget 2017/18	**53,220**	
Employees	(30,160)	Virement to Policy & Performance re Housing Strategy Officer Post
Employees	12,800	Housing Staff Structure Review
Supplies and Services	(170)	
Transport	(2,190)	
Support Services	3,380	
Base Budget 2018/19	**36,880**	

ANALYSIS OF BUDGET VARIATIONS		
		COMMENTS
Base Budget 2017/18	**53,220**	
Employees	590	
Supplies and Services	1,500	
Outturn 2017/18 (P6 Forecast)	**55,310**	

REVENUE BUDGET				
SERVICE		**Facilities Management**		
SERVICE DESCRIPTION		Management of Council's Office Accommodation		
SERVICE MANAGER		Head of Housing		
BUDGET MANAGER		Housing Operations Manager Property and Technology		
ACTUAL 2016/17 £	**BUDGET 2017/18 £**	**PROJECTED OUTTURN 2017/18 £**	**DETAIL**	**ESTIMATE 2018/19 £**
			EXPENDITURE	
153,285	146,620	147,590	Employees	189,400
699,143	589,670	601,470	Premises	589,760
122,668	93,830	93,830	Supplies and Services	93,550
1,921	2,700	2,700	Transport	2,750
977,018	**832,820**	**845,590**	**TOTAL EXPENDITURE**	**875,460**
			INCOME	
-	-	-	Grants	-
(178,044)	(175,380)	(175,380)	Fees and Charges	(174,380)
798,973	**657,440**	**670,210**	**NET CONTROLLABLE EXPENDITURE**	**701,080**
			RECHARGES & CAPITAL CHARGES	
113,829	125,570	125,570	Support Services	120,410
96,357	97,250	97,250	Capital Charges	112,700
(1,010,153)	(946,280)	(946,280)	Recharges	(925,130)
-	-	-	Transfers to/from Reserves	-
(993)	**(66,020)**	**(53,250)**	**NET EXPENDITURE (Including Recharges and Capital Charges)**	**9,060**

ANALYSIS OF BUDGET VARIATIONS		
		COMMENTS
Base Budget 2017/18	**(66,020)**	
Employees	13,780	Pay Award
Employees	20,000	Increased salary allocation charged by Housing Operations Manager
Employees	9,000	Additional 16 hrs pw to cover annual leave
Fees and Charges	1,000	
Support Services	(5,160)	
Capital Charges	15,450	
Recharges	21,150	
Other	(140)	
Base Budget 2018/19	**9,060**	

ANALYSIS OF BUDGET VARIATIONS		
		COMMENTS
Base Budget 2017/18	**(66,020)**	
Premises	11,800	
Other	970	
Outturn 2017/18 (P6 Forecast)	**(53,250)**	

REVENUE BUDGET				
SERVICE	**Gypsy Site - Chilmington**			
SERVICE DESCRIPTION	Provision of 16 pitches at the Travellers site at Chilmington			
SERVICE MANAGER	Head of Housing			
BUDGET MANAGER	Head of Housing			

ACTUAL 2016/17 £	**BUDGET 2017/18 £**	**PROJECTED OUTTURN 2017/18 £**	**DETAIL**	**ESTIMATE 2018/19 £**
			EXPENDITURE	
12,793	12,820	12,920	Employees	15,280
49,333	28,780	28,780	Premises	33,780
132	150	150	Supplies and Services	-
999	940	940	Transport	-
63,257	**42,690**	**42,790**	**TOTAL EXPENDITURE**	**49,060**
			INCOME	
-	-	-	Grants	-
(71,682)	(57,510)	(72,126)	Fees and Charges	(72,200)
(8,426)	**(14,820)**	**(29,336)**	**NET CONTROLLABLE EXPENDITURE**	**(23,140)**
			RECHARGES & CAPITAL CHARGES	
7,488	5,810	5,810	Support Services	8,000
6,350	6,200	6,200	Capital Charges	6,300
5,412	**(2,810)**	**(17,326)**	**NET EXPENDITURE (Including Recharges and Capital Charges)**	**(8,840)**

ANALYSIS OF BUDGET VARIATIONS		
		COMMENTS
Base Budget 2017/18	**(2,810)**	
Employees	2,460	
Premises	5,000	
Supplies and Services	(150)	
Fees and Charges	(14,690)	Service Charge Income
Support Services	2,190	
Capital Charges	100	
Base Budget 2018/19	**(7,900)**	

ANALYSIS OF BUDGET VARIATIONS		
		COMMENTS
Base Budget 2017/18	**(2,810)**	
Fees and Charges	(14,516)	Service Charge Income
Outturn 2017/18 (P6 Forecast)	**(17,326)**	

REVENUE BUDGET				
Health, Parking and Community Safety				
ACTUAL 2016/17 £	**ESTIMATE 2017/18 £**	**PROJECTED OUTTURN 2017/18 £**	**DETAIL**	**ESTIMATE 2018/19 £**
(1,010,475)	(639,940)	(688,469)	Parking & Engineering	(622,730)
622,263	659,710	677,664	Environmental Health	618,160
493,402	496,720	517,834	Community Safety,AMC,Licencing	574,040
105,190	**516,490**	**507,029**	**SERVICE EXPENDITURE**	**569,470**

SUBJECTIVE ANALYSIS - 2018/19 ESTIMATE
Health, Parking & Community Safety

	Parking & Engineering	Environmental Health	Community Safety, AMC, Licencing	Total
EXPENDITURE				
Employees	548,780	883,100	638,270	2,070,150
Premises	582,460	10,880	17,750	611,090
Supplies and Services	245,480	58,330	217,780	521,590
Transport	21,130	34,120	19,350	74,600
TOTAL EXPENDITURE	1,397,850	986,430	893,150	3,277,430
INCOME				
Grants	-	-	(36,500)	(36,500)
Fees & Charges	(2,601,310)	(22,500)	(421,580)	(3,045,390)
TOTAL INCOME	(2,601,310)	(22,500)	(458,080)	(3,081,890)
NET CONTROLLABLE EXPENDITURE	**(1,203,460)**	**963,930**	**435,070**	**195,540**
NON CONTROLLABLE ITEMS				
Support Services	522,730	722,250	511,440	1,756,420
Capital Charges	18,000	-	5,800	23,800
Recharges	-	(1,068,020)	(378,270)	(1,446,290)
Transfers to/from Reserves	40,000	-	-	40,000
TOTAL NON-CONTROLLABLE ITEMS	580,730	(345,770)	138,970	373,930
NET EXPENDITURE	**(622,730)**	**618,160**	**574,040**	**569,470**

REVENUE BUDGET				
SERVICE	**Parking & Engineering**			
SERVICE DESCRIPTION	Provision, maintenance and enforcement of On-Street, Off Street Parking, Abandoned Vehicles and Engineering Services.			
SERVICE MANAGER	Head of Health, Parking & Community Safety			
BUDGET MANAGER	Health Parking and Community Safety Manager			

ACTUAL 2016/17 £	**BUDGET 2017/18 £**	**PROJECTED OUTTURN 2017/18 £**	**DETAIL**	**ESTIMATE 2018/19 £**
			EXPENDITURE	
461,638	436,490	524,335	Employees	548,780
507,583	563,170	567,370	Premises	582,460
(124,191)	233,570	259,486	Supplies and Services	245,480
24,497	20,110	20,710	Transport	21,130
869,527	**1,253,340**	**1,371,901**	**TOTAL EXPENDITURE**	**1,397,850**
			INCOME	
-	-	-	Grants	-
(2,316,909)	(2,402,800)	(2,527,010)	Fees and Charges	(2,601,310)
(1,447,382)	**(1,149,460)**	**(1,155,109)**	**NET CONTROLLABLE EXPENDITURE**	**(1,203,460)**
			RECHARGES & CAPITAL CHARGES	
436,907	426,640	426,640	Support Services	522,730
-	-	-	Capital Charges	18,000
-	82,880	40,000	Transfers to/from Reserves	40,000
(1,010,475)	**(639,940)**	**(688,469)**	**NET EXPENDITURE (Including Recharges and Capital Charges)**	**(622,730)**

ANALYSIS OF BUDGET VARIATIONS		
Base Budget 2017/18	**(639,940)**	COMMENTS
Employees	11,890	Pay Award
Employees	123,760	Parking Enforcement review
Employees	(23,360)	Business Support Officer transferred to Health
Premises	(13,010)	Rent payable
Premises	32,300	Business Rates revaluation affecting Edinburgh Rd and Recreation Ground road
Supplies and Service/Transport	12,930	
Fees and Charges	(120,000)	Fine Income re Parking Review
Fees and Charges	(22,500)	Elwick Road temporary car park
Fees and Charges	(56,010)	Dover Place
Support Services	96,090	
Capital Charges	18,000	
Transfers to/from Reserves	(42,880)	
Base Budget 2018/19	**(622,730)**	

ANALYSIS OF BUDGET VARIATIONS		
		COMMENTS
Base Budget 2017/18	**(639,940)**	
Employees	3,125	
Employees	84,720	Parking Enforcement review
Premises	4,200	Electricity
Supplies and Service/Transport	18,730	Ticket machines free service expire Sept '17
Supplies and Services	7,186	Pay and display Tickets
Tranport	600	
Fees and Charges	(36,980)	Season Ticket Income at Elwick Road
Fees and Charges	(87,230)	Dover Place & Elwick Road
Transfers to/from Reserves	(42,880)	
Outturn 2017/18 (P6 Forecast)	**(688,469)**	

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			Head of Health, Parking & Community Safety	
BUDGET MANAGER			Health Parking and Community Safety Manager	
ACTUAL 2016/17 £	**BUDGET 2017/18 £**	**PROJECTED OUTTURN 2017/18 £**	**DETAIL**	**ESTIMATE 2018/19 £**
			EXPENDITURE	
803,056	862,360	864,270	Employees	883,100
550	500	21,400	Premises	10,880
34,395	43,990	50,815	Supplies and Services	58,330
43,862	41,310	41,310	Transport	34,120
881,864	**948,160**	**977,795**	**TOTAL EXPENDITURE**	**986,430**
			INCOME	
-	-	-	Grants	-
(29,432)	(20,140)	(31,821)	Fees and Charges	(22,500)
852,432	**928,020**	**945,974**	**NET CONTROLLABLE EXPENDITURE**	**963,930**
			RECHARGES & CAPITAL CHARGES	
813,231	812,530	812,530	Support Services	722,250
-	-	-	Capital Charges	-
(1,043,400)	(1,080,840)	(1,080,840)	Recharges	(1,068,020)
-	-	-	Transfers to/from Reserves	-
622,263	**659,710**	**677,664**	**NET EXPENDITURE (Including Recharges and Capital Charges)**	**618,160**

ANALYSIS OF BUDGET VARIATIONS		
		COMMENTS
Base Budget 2017/18	**659,710**	
Employees	20,740	Pay award
Supplies and Services	7,300	Computer hardware, scanner/pc & monitors
Supplies and Services	7,040	Equipment - surface pro tablet
Other	3,190	
Fees and Charges	(2,360)	
Support Services	(90,280)	
Recharges	12,820	
Base Budget 2018/19	**618,160**	

ANALYSIS OF BUDGET VARIATIONS		
		COMMENTS
Base Budget 2017/18	**659,710**	
Employees	1,910	
Premises	20,900	Includes 'One you' premises costs
Supplies and Services	6,825	
Fees and Charges	(11,681)	
Outturn 2017/18 (P6 Forecast)	**677,664**	

REVENUE BUDGET				
SERVICE	**Community Safety,AMC,Licencing**			
SERVICE DESCRIPTION	Provision and enforcement of licences including Gambling/Liquor/Hackney Carriage, the Monitoring Centre, Community Safety and Emergency Planning.			
SERVICE MANAGER	Head of Health, Parking & Community Safety			
BUDGET MANAGER	Health Parking and Community Safety Manager			

ACTUAL 2016/17 £	BUDGET 2017/18 £	PROJECTED OUTTURN 2017/18 £	DETAIL	ESTIMATE 2018/19 £
			EXPENDITURE	
568,424	560,960	610,836	Employees	638,270
12,829	24,570	26,975	Premises	17,750
235,546	247,240	231,185	Supplies and Services	217,780
17,786	13,060	13,500	Transport	19,350
834,586	**845,830**	**882,496**	**TOTAL EXPENDITURE**	**893,150**
			INCOME	
(49,605)	(30,000)	(41,872)	Grants	(36,500)
(438,574)	(418,800)	(422,480)	Fees and Charges	(421,580)
346,407	**397,030**	**418,144**	**NET CONTROLLABLE EXPENDITURE**	**435,070**
			RECHARGES & CAPITAL CHARGES	
525,315	477,960	477,960	Support Services	511,440
-	-	-	Capital Charges	5,800
(378,320)	(378,270)	(378,270)	Recharges	(378,270)
-	-	-	Transfers to/from Reserves	-
493,402	**496,720**	**517,834**	**NET EXPENDITURE (Including Recharges and Capital Charges)**	**574,040**

ANALYSIS OF BUDGET VARIATIONS

		COMMENTS
Base Budget 2017/18	**496,720**	
Employees	23,520	Pay Award, Re-grading and Superannuation adjustment.
Employees	11,090	One extra 12hr Standby Shift per week
Employees	8,000	PCC funding no longer available
Employees	11,700	Emergency Planning out of hours rota
Employees	8,000	On-call and Shift Allowance adjustment
Premises	(6,820)	Electricity savings and CCTV maintenance costs
Supplies and Services	3,540	Other
Supplies and Services	(18,000)	Telecare equipment contract re-negotiated with supplier
Transport	6,290	Cash alternative
Fees and Charges	(2,780)	
Grants	(6,500)	Safety in action Buses - PCC Funding
Support Services	33,480	
Capital Charges	5,800	
Base Budget 2018/19	**574,040**	

ANALYSIS OF BUDGET VARIATIONS

		COMMENTS
Base Budget 2017/18	**496,720**	
Employees	49,876	
Premises	2,405	
Supplies and Services	(16,055)	
Transport	440	
Grants	(11,872)	
Fees and Charges	(3,680)	
Outturn 2017/18 (P6 Forecast)	**517,834**	

This page has been intentionally left blank

REVENUE BUDGET				
Environment and Land Management				
ACTUAL 2016/17 £	**BUDGET 2017/18 £**	**PROJECTED OUTTURN 2017/18 £**	**DETAIL**	**ESTIMATE 2018/19 £**
701,703	568,800	572,070	Street Scene	502,690
2,628,747	3,010,760	3,070,760	Refuse, Recycling and Street Cleansing	3,292,380
1,134,252	1,360,130	1,287,130	Grounds Maintenance	1,391,020
4,464,702	**4,939,690**	**4,929,960**	**SERVICE EXPENDITURE**	**5,186,090**

SUBJECTIVE ANALYSIS - 2018/19 ESTIMATE Environment and Land management				
	Street Scene	**Refuse, Recycling and Street Cleansing**	**Grounds Maintenance**	**Total**
EXPENDITURE				
Employees	529,350	-	888,380	1,417,730
Premises	134,440	42,000	340,500	516,940
Supplies and Services	78,360	3,650,070	218,500	3,946,930
Transport	29,450	-	148,760	178,210
TOTAL EXPENDITURE	771,600	3,692,070	1,596,140	6,059,810
INCOME				
Grants	-	(272,000)	-	(272,000)
Fees & Charges	(127,600)	(585,000)	(291,400)	(1,004,000)
TOTAL INCOME	(127,600)	(857,000)	(291,400)	(1,276,000)
NET CONTROLLABLE EXPENDITURE	**644,000**	**2,835,070**	**1,304,740**	**4,783,810**
NON CONTROLLABLE ITEMS				
Support Services	528,430	528,000	175,980	1,232,410
Capital Charges	9,100	-	90,300	99,400
Recharges	(678,840)	(130,690)	(180,000)	(989,530)
Transfers to/from Reserves	-	60,000	-	60,000
TOTAL NON-CONTROLLABLE ITEMS	(141,310)	457,310	86,280	402,280
NET EXPENDITURE	**502,690**	**3,292,380**	**1,391,020**	**5,186,090**

REVENUE BUDGET	
SERVICE	**Street Scene**
SERVICE DESCRIPTION	Street Scene services include the provision of Public Conveniences including the community toilet scheme, Canine Control, Allotment management, Cemetery services and the Town Centre Action Team (TCAT).
SERVICE MANAGER	Head of Environment & Land Management
BUDGET MANAGER	Environmental Contracts and Enforcement Manager

ACTUAL 2016/17 £	BUDGET 2017/18	PROJECTED OUTTURN 2017/18 £	DETAIL	ESTIMATE 2018/19 £
			EXPENDITURE	
444,437	500,120	503,390	Employees	529,350
150,704	155,880	137,500	Premises	134,440
57,663	78,830	98,230	Supplies and Services	78,360
26,611	27,910	26,890	Transport	29,450
679,416	**762,740**	**766,010**	**TOTAL EXPENDITURE**	**771,600**
			INCOME	
(2,000)	(4,000)	(4,000)	Grants	-
(160,890)	(120,500)	(120,500)	Fees and Charges	(127,600)
516,526	**638,240**	**641,510**	**NET CONTROLLABLE EXPENDITURE**	**644,000**
			RECHARGES & CAPITAL CHARGES	
781,103	588,810	588,810	Support Services	528,430
11,295	10,560	10,560	Capital Charges	9,100
(607,220)	(668,810)	(668,810)	Recharges	(678,840)
-	-	-	Transfers to/from Reserves	-
701,703	**568,800**	**572,070**	**NET EXPENDITURE (Including Recharges and Capital Charges)**	**502,690**

ANALYSIS OF BUDGET VARIATIONS		
		COMMENTS
Base Budget 2017/18	**568,800**	
Employees	29,230	Inflation, increment and regrading's
Premises	(21,440)	Transfer in Cemetery inspection works to Aspire
Fees and Charges	(7,100)	Increase in Cemetery Income
Support Services	(60,380)	Reduction in call centre recharges
Base Budget 2018/19	**502,690**	

ANALYSIS OF BUDGET VARIATIONS		
		COMMENTS
Base Budget 2017/18	**568,800**	
Employees	3,270	
Premises	(18,380)	Movement of inspection works costs
Supplies and Services	19,400	Contra entry of above
Outturn 2017/18 (P6 Forecast)	**572,070**	

REVENUE BUDGET				
SERVICE			**Refuse, Recycling and Street Cleansing**	
SERVICE DESCRIPTION			Monitoring and management of the Council's Refuse, Recycling and Street Cleansing Contract with Biffa, delivered through the Mid Kent Waste Partnership with Swale, Maidstone and Kent County Councils.	
SERVICE MANAGER			Head of Environment & Land Management	
BUDGET MANAGER			Environmental Contracts and Enforcement Manager	
ACTUAL 2016/17 £	**BUDGET 2017/18 £**	**PROJECTED OUTTURN 2017/18 £**	**DETAIL**	**ESTIMATE 2018/19 £**
			EXPENDITURE	
-	-	-	Employees	-
34,477	102,000	102,000	Premises	42,000
3,291,168	3,453,890	3,553,890	Supplies and Services	3,650,070
-	-	-	Transport	-
3,325,644	**3,555,890**	**3,655,890**	**TOTAL EXPENDITURE**	**3,692,070**
			INCOME	
(284,000)	(272,000)	(272,000)	Grants	(272,000)
(607,901)	(563,750)	(563,750)	Fees and Charges	(585,000)
2,433,743	**2,720,140**	**2,820,140**	**NET CONTROLLABLE EXPENDITURE**	**2,835,070**
			RECHARGES & CAPITAL CHARGES	
336,964	392,510	392,510	Support Services	528,000
-	-	-	Capital Charges	-
(141,960)	(141,890)	(141,890)	Recharges	(130,690)
-	40,000	-	Transfers to/from Reserves	60,000
2,628,747	**3,010,760**	**3,070,760**	**NET EXPENDITURE (Including Recharges and Capital Charges)**	**3,292,380**

ANALYSIS OF BUDGET VARIATIONS		
		COMMENTS
Base Budget 2017/18	**3,010,760**	
Premises	(60,000)	Movement of unscheduled works to repairs and maintenance reserve
Supplies and Services	196,180	Reflect significant previous year contract increase and allowance for 2018/19 contract uplift
Fees and Charges	(21,250)	Increase in garden waste income
Support Services	135,490	Increase in contract management costs
Recharges	11,200	
Transfers to/from Reserves	20,000	£40k Bin contribution removed from reserves £60k Repairs and maintenance contribution to reserve
Base Budget 2018/19	**3,292,380**	

ANALYSIS OF BUDGET VARIATIONS		
		COMMENTS
Base Budget 2017/18	**3,010,760**	
Supplies and Services	100,000	Increase in contract indexation above expectations
Transfers to/from Reserves	(40,000)	Removed to support increases in contract costs
Outturn 2017/18 (P6 Forecast)	**3,070,760**	

REVENUE BUDGET				
SERVICE	**Grounds Maintenance**			
SERVICE DESCRIPTION	Provision of the Council's in house Grounds maintenance service which includes;Tree assessment and surgery, health and safety inspections of and repairs to council play areas, lifebelt inspections, culvert inspections and repairs, maintenance of trees, hedges, paths and fences on and around public land, grass cutting of sports pitches, public amenity land and highways verges, maintenance of borough gateways			
SERVICE MANAGER	Head of Environment & Land Management			
BUDGET MANAGER	Grounds Maintenance Operations Manager			
ACTUAL 2016/17 £	**BUDGET 2017/18 £**	**PROJECTED OUTTURN 2017/18 £**	**DETAIL**	**ESTIMATE 2018/19 £**
			EXPENDITURE	
507,067	802,750	804,240	Employees	888,380
728,934	386,900	374,300	Premises	340,500
196,485	242,160	211,960	Supplies and Services	218,500
63,996	135,690	134,000	Transport	148,760
1,496,482	**1,567,500**	**1,524,500**	**TOTAL EXPENDITURE**	**1,596,140**
			INCOME	
-	-	-	Grants	-
(126,684)	(255,300)	(285,300)	Fees and Charges	(291,400)
1,369,798	**1,312,200**	**1,239,200**	**NET CONTROLLABLE EXPENDITURE**	**1,304,740**
			RECHARGES & CAPITAL CHARGES	
117,110	140,930	140,930	Support Services	175,980
1,044	57,000	57,000	Capital Charges	90,300
(353,700)	(150,000)	(150,000)	Recharges	(180,000)
-	-	-	Transfers to/from Reserves	-
1,134,252	**1,360,130**	**1,287,130**	**NET EXPENDITURE (Including Recharges and Capital Charges)**	**1,391,020**

ANALYSIS OF BUDGET VARIATIONS		
		COMMENTS
Base Budget 2017/18	**1,360,130**	
Employees	85,630	Inflation and incremental increase, Creation of Tree Team funded trees and hedges budget
Premises	(46,400)	Reduction in trees and hedges budget to fund tree team
Supplies and Services	(23,660)	Reduction in consumables and materials budget
Transport	13,070	Additional lease vehicle payments
Fees and Charges	(36,100)	Increase in commuted sums contribution
Support Services	35,050	Increase in IT recharges
Capital Charges	33,300	
Recharges	(30,000)	Increase in charge to HRA
Base Budget 2018/19	**1,391,020**	

ANALYSIS OF BUDGET VARIATIONS		
		COMMENTS
Base Budget 2017/18	**1,360,130**	
Employees	1,490	
Premises	(12,600)	Reduction in plant maintenance costs
Supplies and Services	(30,200)	Reduction on other consumables and materials
Transport	(1,690)	
Fees and Charges	(30,000)	Additional income from Parish Council's
Outturn 2017/18 (P6 Forecast)	**1,287,130**	

This page has been intentionally left blank

REVENUE BUDGET				
Corporate Property and Projects				
ACTUAL 2016/17 £	**BUDGET 2017/18 £**	**PROJECTED OUTTURN 2017/18 £**	**DETAIL**	**ESTIMATE 2018/19 £**
(1,398,560)	(1,581,740)	(1,465,744)	Corporate Property	(1,577,860)
17,298	37,920	27,390	Project Delivery Team	6,960
111,245	144,430	164,660	Town Centre Development	157,410
				-
(1,270,018)	**(1,399,390)**	**(1,273,694)**	**SERVICE EXPENDITURE**	**(1,413,490)**

SUBJECTIVE ANALYSIS - 2018/19 ESTIMATE
Corporate Property and Projects

	Corporate Property	Project Delivery Team	Town Centre Development	Total
EXPENDITURE				
Employees	547,980	466,750	96,110	1,110,840
Premises	1,625,250	-	-	1,625,250
Supplies and Services	137,170	6,250	49,550	192,970
Transport	25,700	22,110	3,650	51,460
TOTAL EXPENDITURE	2,336,100	495,110	149,310	2,980,520
INCOME				
Grants	(14,000)	-	-	(14,000)
Fees & Charges	(3,683,860)	-	(5,000)	(3,688,860)
TOTAL INCOME	(3,697,860)	-	(5,000)	(3,702,860)
NET CONTROLLABLE EXPENDITURE	**(1,361,760)**	**495,110**	**144,310**	**(722,340)**
NON CONTROLLABLE ITEMS				
Support Services	429,500	53,720	13,100	496,320
Capital Charges	427,500	-	-	427,500
Recharges	(1,073,100)	(541,870)	-	(1,614,970)
Transfers to/from Reserves	-	-	-	-
TOTAL NON-CONTROLLABLE ITEMS	(216,100)	(488,150)	13,100	(691,150)
NET EXPENDITURE	**(1,577,860)**	**6,960**	**157,410**	**(1,413,490)**

REVENUE BUDGET

SERVICE	**Corporate Property**
SERVICE DESCRIPTION	Management of Council's commercial properties and office accomodation. Previously Facilites Management was included within this area.
SERVICE MANAGER	Head of Corporate Property and Projects
BUDGET MANAGER	Head of Corporate Property and Projects

ACTUAL 2016/17 £	BUDGET 2017/18 £	PROJECTED OUTTURN 2017/18 £	DETAIL	ESTIMATE 2018/19 £
			EXPENDITURE	
437,452	514,910	571,330	Employees	547,980
1,659,839	1,475,080	1,535,812	Premises	1,625,250
286,954	143,150	162,400	Supplies and Services	137,170
21,834	19,730	19,730	Transport	25,700
2,406,080	**2,152,870**	**2,289,272**	**TOTAL EXPENDITURE**	**2,336,100**
			INCOME	
(11,102)	-	(14,000)	Grants	(14,000)
(3,699,447)	(3,622,720)	(3,629,126)	Fees and Charges	(3,683,860)
(1,304,469)	**(1,469,850)**	**(1,353,854)**	**NET CONTROLLABLE EXPENDITURE**	**(1,361,760)**
			RECHARGES & CAPITAL CHARGES	
444,475	471,820	471,820	Support Services	429,500
514,752	485,250	485,250	Capital Charges	427,500
(1,053,318)	(1,068,960)	(1,068,960)	Recharges	(1,073,100)
-	-	-	Transfers to/from Reserves	-
(1,398,560)	**(1,581,740)**	**(1,465,744)**	**NET EXPENDITURE (Including Recharges and Capital Charges)**	**(1,577,860)**

ANALYSIS OF BUDGET VARIATIONS

		COMMENTS
Base Budget 2017/18	**(1,581,740)**	
Employees	33,070	Transfer of 1 staff member from Parking
Premises	150,170	Pressure of increased service charges on Internatinal House due to voids
Supplies and Services	(5,980)	
Transport	5,970	
Grants	(14,000)	Sponsorship of Town Centre Christmas lights
Fees and Charges	(61,140)	Reduced rental income from Internatinal House offset by increased income from Park Mall and Wilko's
Support Services	(42,320)	
Capital Charges	(57,750)	
Recharges	(4,140)	
Base Budget 2018/19	**(1,577,860)**	

ANALYSIS OF BUDGET VARIATIONS

		COMMENTS
Base Budget 2017/18	**(1,581,740)**	
Employees	56,420	Transfer of 1 staff member from Parking and temporary increase in hours of cover for Garage Officer post
Premises	60,732	Increase in service charges on International House due to voids
Supplies and Services	19,250	Increase in charge for Town Centre Christmas Lights offset by sponsorship
Grants	(14,000)	Increase of income for sponsorship of Town Centre Christmas lights
Fees and Charges	(6,406)	
Outturn 2017/18 (P6 Forecast)	**(1,465,744)**	

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 Corporate Property and Projects			
BUDGET MANAGER	Project Delivery Manager			
ACTUAL 2016/17 £	**BUDGET 2017/18 £**	**PROJECTED OUTTURN 2017/18 £**	**DETAIL**	**ESTIMATE 2018/19 £**
			EXPENDITURE	
276,213	466,410	454,030	Employees	466,750
-	-	-	Premises	-
1,227	8,300	8,550	Supplies and Services	6,250
13,667	21,080	22,680	Transport	22,110
291,107	**495,790**	**485,260**	**TOTAL EXPENDITURE**	**495,110**
			INCOME	
-	-	-	Grants	-
72	-	-	Fees and Charges	-
291,179	**495,790**	**485,260**	**NET CONTROLLABLE EXPENDITURE**	**495,110**
			RECHARGES & CAPITAL CHARGES	
52,390	58,340	58,340	Support Services	53,720
-	-	-	Capital Charges	-
(326,271)	(516,210)	(516,210)	Recharges	(541,870)
-	-	-	Transfers to/from Reserves	-
17,298	**37,920**	**27,390**	**NET EXPENDITURE (Including Recharges and Capital Charges)**	**6,960**

ANALYSIS OF BUDGET VARIATIONS		
		COMMENTS
Base Budget 2017/18	**37,920**	
Employees	340	
Supplies and Services	(2,050)	
Transport	1,030	
Support Services	(4,620)	
Base Budget 2018/19	**6,960**	

ANALYSIS OF BUDGET VARIATIONS		
		COMMENTS
Base Budget 2017/18	**37,920**	
Supplies and Services	250	
Outturn 2017/18 (P6 Forecast)	**27,390**	

REVENUE BUDGET	
SERVICE	**Town Centre Development**
SERVICE DESCRIPTION	Regeneration of the Town Centre developing Park Mall to attract a vibrant independent offer to shoppers and promoting Love Ashford as a digital high street
SERVICE MANAGER	Head of Corporate Property and Projects
BUDGET MANAGER	Regeneration Manager (Town Centre)

ACTUAL 2016/17 £	BUDGET 2017/18 £	PROJECTED OUTTURN 2017/18 £	DETAIL	ESTIMATE 2018/19 £
			EXPENDITURE	
87,143	91,890	102,120	Employees	96,110
-	-	-	Premises	-
23,420	48,300	58,300	Supplies and Services	49,550
3,541	3,610	3,610	Transport	3,650
114,104	**143,800**	**164,030**	**TOTAL EXPENDITURE**	**149,310**
			INCOME	
-	-	-	Grants	-
(3,859)	(5,000)	(5,000)	Fees and Charges	(5,000)
110,245	**138,800**	**159,030**	**NET CONTROLLABLE EXPENDITURE**	**144,310**
			RECHARGES & CAPITAL CHARGES	
1,000	5,630	5,630	Support Services	13,100
-	-	-	Capital Charges	-
-	-	-	Recharges	-
-	-	-	Transfers to/from Reserves	-
111,245	**144,430**	**164,660**	**NET EXPENDITURE (Including Recharges and Capital Charges)**	**157,410**

ANALYSIS OF BUDGET VARIATIONS

		COMMENTS
Base Budget 2017/18	**144,430**	
Employees	4,220	
Supplies and Services	1,250	
Transport	40	
Support Services	7,470	
Base Budget 2018/19	**157,410**	

		COMMENTS
Base Budget 2017/18	**144,430**	
Employees	10,230	Maternity cover
Supplies and Services	10,000	Contribution to Town Centre band stand entertainment funded by NHB
Outturn 2017/18 (P6 Forecast)	**164,660**	

This page has been intentionally left blank

REVENUE BUDGET				
Culture				
ACTUAL 2016/17 £	**BUDGET 2017/18 £**	**PROJECTED OUTTURN 2017/18 £**	**DETAIL**	**ESTIMATE 2018/19 £**
199,050	267,380	248,936	Open Spaces and Conservation	260,080
392,064	241,250	242,494	Cultural Services Management	279,780
137,895	144,180	144,830	Tourism & Heritage	236,440
604,983	461,130	465,790	Cultural Projects	518,300
1,562,308	1,539,240	1,568,540	Leisure Centres	1,591,700
363,466	359,760	359,760	Single Grants Gateway	359,760
3,259,766	**3,012,940**	**3,030,350**	**SERVICE EXPENDITURE**	**3,246,060**

SUBJECTIVE ANALYSIS - 2018/19 ESTIMATE Culture							
	Open Spaces and Conservation	**Cultural Services Management**	**Tourism & Heritage**	**Cultural Projects**	**Leisure Centres**	**Single Grants Gateway**	**Total**
EXPENDITURE							
Employees	150,540	121,890	139,010	286,350	-	-	697,790
Premises	23,480	-	-	4,190	352,450	-	380,120
Supplies and Services	56,000	5,680	31,830	115,970	39,110	381,900	630,490
Transport	10,660	4,910	3,490	12,070	-	-	31,130
TOTAL EXPENDITURE	240,680	132,480	174,330	418,580	391,560	381,900	1,739,530
INCOME							
Grants	-	-	-	(34,000)	-	(22,140)	(56,140)
Fees & Charges	(2,500)	(5,000)	(6,000)	(80,030)	(59,160)	-	(152,690)
TOTAL INCOME	(2,500)	(5,000)	(6,000)	(114,030)	(59,160)	(22,140)	(208,830)
NET CONTROLLABLE EXPENDITURE	**238,180**	**127,480**	**168,330**	**304,550**	**332,400**	**359,760**	**1,530,700**
NON CONTROLLABLE ITEMS							
Support Services	20,800	80,380	66,410	235,790	295,400	-	698,780
Capital Charges	1,100	99,900	4,400	22,200	911,800	-	1,039,400
Recharges	-	(27,980)	-	(45,280)	-	-	(73,260)
Transfers to/from Reserves	-	-	(2,700)	1,040	52,100	-	50,440
TOTAL NON-CONTROLLABLE ITEMS	21,900	152,300	68,110	213,750	1,259,300	-	1,715,360
NET EXPENDITURE	**260,080**	**279,780**	**236,440**	**518,300**	**1,591,700**	**359,760**	**3,246,060**

REVENUE BUDGET				
SERVICE			**Open Spaces and Conservation**	
SERVICE DESCRIPTION			This budget includes grants to various conservation projects, including Singleton Environment Centre and the costs for the Hothfield Warden, Play and Open Space work and officers.	
SERVICE MANAGER			Head of Culture	
BUDGET MANAGER			Cultural Projects Manager	
ACTUAL 2016/17 £	**BUDGET 2017/18 £**	**PROJECTED OUTTURN 2017/18 £**	**DETAIL**	**ESTIMATE 2018/19 £**
			EXPENDITURE	
83,930	160,200	141,756	Employees	150,540
21,439	23,380	23,380	Premises	23,480
58,519	55,880	55,880	Supplies and Services	56,000
4,298	5,170	5,170	Transport	10,660
168,186	**244,630**	**226,186**	**TOTAL EXPENDITURE**	**240,680**
			INCOME	
-	-	-	Grants	-
(9,664)	-	-	Fees and Charges	(2,500)
158,522	**244,630**	**226,186**	**NET CONTROLLABLE EXPENDITURE**	**238,180**
			RECHARGES & CAPITAL CHARGES	
39,401	21,630	21,630	Support Services	20,800
1,126	1,120	1,120	Capital Charges	1,100
-	-	-	Recharges	-
-	-	-	Transfers to/from Reserves	-
199,050	**267,380**	**248,936**	**NET EXPENDITURE (Including Recharges and Capital Charges)**	**260,080**

ANALYSIS OF BUDGET VARIATIONS		
		COMMENTS
Base Budget 2017/18	**267,380**	
Employees	(9,660)	(21k) Movement of Conservation & Heritage Manager to Tourism and Heritage, and 11k salary growth
Premises	100	
Supplies and Services	120	
Transport	5,490	Takes into account new staff members
Fees and Charges	(2,500)	Income from fishing licenses
Support Services	(830)	
Capital Charges	(20)	
Base Budget 2018/19	**260,080**	

ANALYSIS OF BUDGET VARIATIONS		
		COMMENTS
Base Budget 2017/18	**267,380**	
Employees	**(18,444)**	Movement of Conservation & Heritage Manager to Tourism and Heritage
Outturn 2017/18 (P6 Forecast)	**248,936**	

REVENUE BUDGET				
SERVICE		**Cultural Services Management**		
SERVICE DESCRIPTION		Management function of the Cultural Services Team, including administration.		
SERVICE MANAGER		Head of Culture		
BUDGET MANAGER		Cultural Projects Manager		
ACTUAL 2016/17 £	**BUDGET 2017/18 £**	**PROJECTED OUTTURN 2017/18 £**	**DETAIL**	**ESTIMATE 2018/19 £**
			EXPENDITURE	
150,757	114,220	115,130	Employees	121,890
965	-	-	Premises	-
78,527	5,730	8,264	Supplies and Services	5,680
5,279	4,890	4,890	Transport	4,910
235,529	**124,840**	**128,284**	**TOTAL EXPENDITURE**	**132,480**
			INCOME	
-	-	-	Grants	-
-	-	-	Fees and Charges	(5,000)
235,529	**124,840**	**128,284**	**NET CONTROLLABLE EXPENDITURE**	**127,480**
			RECHARGES & CAPITAL CHARGES	
105,204	135,990	135,990	Support Services	80,380
68,732	8,400	6,200	Capital Charges	99,900
(17,400)	(27,980)	(27,980)	Recharges	(27,980)
-	-	-	Transfers to/from Reserves	-
392,064	**241,250**	**242,494**	**NET EXPENDITURE (Including Recharges and Capital Charges)**	**279,780**

ANALYSIS OF BUDGET VARIATIONS		
		COMMENTS
Base Budget 2017/18	**241,250**	
Employees	7,670	Annual pay award and increments
Supplies and Services	(50)	
Transport	20	
Fees and Charges	(5,000)	Contribution from Unison for officers time
Support Services	(55,610)	£88k legal costs transferred to Cultural Projects plus £30k Management Team cost
Capital Charges	91,500	
Base Budget 2018/19	**279,780**	

ANALYSIS OF BUDGET VARIATIONS		
		COMMENTS
Base Budget 2017/18	**241,250**	
Employees	910	
Supplies and Services	2,534	
Capital Charges	(2,200)	
Outturn 2017/18 (P6 Forecast)	**242,494**	

REVENUE BUDGET				
SERVICE	**Tourism & Heritage**			
SERVICE DESCRIPTION	This budget covers the provision of the Tourist information offices at Tenterden and Ashford and the wider tourism activities. This budget also includes twinning costs and museum grants and heritage work.			
SERVICE MANAGER	Head of Culture			
BUDGET MANAGER	Conservation & Heritage Manager			

ACTUAL 2016/17 £	**BUDGET 2017/18 £**	**PROJECTED OUTTURN 2017/18 £**	**DETAIL**	**ESTIMATE 2018/19 £**
			EXPENDITURE	
73,677	82,650	83,300	Employees	139,010
4,248	-	-	Premises	-
39,613	24,150	24,150	Supplies and Services	31,830
6,146	1,740	1,740	Transport	3,490
123,684	**108,540**	**109,190**	**TOTAL EXPENDITURE**	**174,330**
			INCOME	
-	-	-	Grants	-
(32,146)	(7,130)	(7,130)	Fees and Charges	(6,000)
91,537	**101,410**	**102,060**	**NET CONTROLLABLE EXPENDITURE**	**168,330**
			RECHARGES & CAPITAL CHARGES	
37,132	36,960	36,960	Support Services	66,410
4,395	720	720	Capital Charges	4,400
-	-	-	Recharges	-
4,831	5,090	5,090	Transfers to/from Reserves	(2,700)
137,895	**144,180**	**144,830**	**NET EXPENDITURE (Including Recharges and Capital Charges)**	**236,440**

ANALYSIS OF BUDGET VARIATIONS		
		COMMENTS
Base Budget 2017/18	**144,180**	
Employees	56,360	Restructure of Conservation & Heritage Manager from Open Space & Conservation and 1 new Heritage Development Officer post
Supplies and Services	7,680	Increase in Twinning cost which are funded by a transfer from reserves
Transport	1,750	
Fees and Charges	1,130	
Support Services	29,450	Increase in charges from other departments
Capital Charges	3,680	
Transfers to/from Reserves	(7,790)	Contra with Supplies and Services for Twinning
Base Budget 2018/19	**236,440**	

ANALYSIS OF BUDGET VARIATIONS		
		COMMENTS
Base Budget 2017/18	**144,180**	
Employees	650	
Outturn 2017/18 (P6 Forecast)	**144,830**	

REVENUE BUDGET	
SERVICE	**Cultural Projects**
SERVICE DESCRIPTION	Incorporates the Arts, Sports, Youth and Community supporting grant giving and leisure provision projects and officers.
SERVICE MANAGER	Head of Culture
BUDGET MANAGER	Cultural Projects Manager

ACTUAL 2016/17 £	BUDGET 2017/18 £	PROJECTED OUTTURN 2017/18 £	DETAIL	ESTIMATE 2018/19 £
			EXPENDITURE	
273,017	307,750	310,210	Employees	286,350
60,256	3,000	3,000	Premises	4,190
102,885	117,000	117,000	Supplies and Services	115,970
70,167	12,030	12,030	Transport	12,070
506,325	**439,780**	**442,240**	**TOTAL EXPENDITURE**	**418,580**
			INCOME	
4,917	(45,000)	(45,000)	Grants	(34,000)
(53,364)	(71,030)	(71,030)	Fees and Charges	(80,030)
457,877	**323,750**	**326,210**	**NET CONTROLLABLE EXPENDITURE**	**304,550**
			RECHARGES & CAPITAL CHARGES	
178,281	154,080	154,080	Support Services	235,790
22,185	23,320	25,520	Capital Charges	22,200
(53,360)	(45,280)	(45,280)	Recharges	(45,280)
-	5,260	5,260	Transfers to/from Reserves	1,040
604,983	**461,130**	**465,790**	**NET EXPENDITURE (Including Recharges and Capital Charges)**	**518,300**

ANALYSIS OF BUDGET VARIATIONS

		COMMENTS
Base Budget 2017/18	**461,130**	
Employees	(21,400)	Transfer of salary to support growth to Tourism & Heritage
Premises	1,190	
Supplies and Services	(1,030)	
Transport	40	
Grants	11,000	£6k of grants from Create Festival moved to fees and charge. £5k Active Ashford grant reclassified as transfer from reserves
Fees and Charges	(9,000)	Additional income moved form grants
Support Services	81,710	£88k Legal costs transferred from Cultural Services
Capital Charges	(1,120)	
Transfers to/from Reserves	(4,220)	£5k Active Ashford moved from grants
Base Budget 2018/19	**518,300**	

ANALYSIS OF BUDGET VARIATIONS

		COMMENTS
Base Budget 2017/18	**461,130**	
Employees	2,460	
Capital Charges	2,200	
Outturn 2017/18 (P6 Forecast)	**465,790**	

REVENUE BUDGET				
SERVICE			**Leisure Centres**	
SERVICE DESCRIPTION			The Client costs of the operations of the Leisure Centres includes all costs including subsidies and utilities for Stour Centre, Tenterden Leisure Centre and the Julie Rose Stadium	
SERVICE MANAGER			Head of Culture	
BUDGET MANAGER			Cultural Projects Manager	
ACTUAL 2016/17 £	**BUDGET 2017/18 £**	**PROJECTED OUTTURN 2017/18 £**	**DETAIL**	**ESTIMATE 2018/19 £**
			EXPENDITURE	
-	-	-	Employees	-
348,496	346,900	376,200	Premises	352,450
22,946	59,220	59,220	Supplies and Services	39,110
60	-	-	Transport	-
371,502	**406,120**	**435,420**	**TOTAL EXPENDITURE**	**391,560**
			INCOME	
-	-	-	Grants	-
-	(52,100)	(52,100)	Fees and Charges	(59,160)
371,502	**354,020**	**383,320**	**NET CONTROLLABLE EXPENDITURE**	**332,400**
			RECHARGES & CAPITAL CHARGES	
322,678	292,320	292,320	Support Services	295,400
868,128	860,800	860,800	Capital Charges	911,800
-	-	-	Recharges	-
-	32,100	32,100	Transfers to/from Reserves	52,100
1,562,308	**1,539,240**	**1,568,540**	**NET EXPENDITURE (Including Recharges and Capital Charges)**	**1,591,700**

ANALYSIS OF BUDGET VARIATIONS		
		COMMENTS
Base Budget 2017/18	**1,539,240**	
Premises	5,550	Increase in insurance
Supplies and Services	(20,110)	Savings on subsidy contribution to Julie Rose which was a one of cost for 17/18
Fees and Charges	(7,060)	Increased contribution to cover insurance increase
Support Services	3,080	
Capital Charges	51,000	
Transfers to/from Reserves	20,000	Contra with Supplies and Services for Julie Rose subsidy
Base Budget 2018/19	**1,591,700**	

ANALYSIS OF BUDGET VARIATIONS		
		COMMENTS
Base Budget 2017/18	**1,539,240**	
Premises	29,300	Increased utility charges
Outturn 2017/18 (P6 Forecast)	**1,568,540**	

REVENUE BUDGET				
SERVICE	**Single Grants Gateway**			
SERVICE DESCRIPTION	Council grants to support voluntary and community sector organisations in the borough.			
SERVICE MANAGER	Head of Culture			
BUDGET MANAGER	Cultural Projects Manager			
ACTUAL 2016/17 £	**BUDGET 2017/18 £**	**PROJECTED OUTTURN 2017/18 £**	**DETAIL**	**ESTIMATE 2018/19 £**
			EXPENDITURE	
-	-	-	Employees	-
4,989	-	-	Premises	-
381,117	381,900	493,535	Supplies and Services	381,900
-	-	-	Transport	-
386,106	**381,900**	**493,535**	**TOTAL EXPENDITURE**	**381,900**
			INCOME	
(22,140)	(22,140)	(22,140)	Grants	(22,140)
(500)	-	-	Fees and Charges	-
363,466	**359,760**	**471,395**	**NET CONTROLLABLE EXPENDITURE**	**359,760**
			RECHARGES & CAPITAL CHARGES	
-	-	-	Support Services	-
-	-	-	Capital Charges	-
-	-	-	Recharges	-
-	-	(111,635)	Transfers to/from Reserves	-
363,466	**359,760**	**359,760**	**NET EXPENDITURE (Including Recharges and Capital Charges)**	**359,760**

ANALYSIS OF BUDGET VARIATIONS		
		COMMENTS
Base Budget 2017/18	**359,760**	
Base Budget 2018/19	**359,760**	

ANALYSIS OF BUDGET VARIATIONS		
		COMMENTS
Base Budget 2017/18	**359,760**	
Supplies and Services	111,635	Community fund contribution to be funded from earmarked reserve
Transfers to/from Reserves	(111,635)	Contribution from reserve for community fund expenditure
Outturn 2017/18 (P6 Forecast)	**359,760**	

REVENUE BUDGET				
SERVICE			**Net Interest and Capital Charges**	
SERVICE DESCRIPTION			Includes the Income earned on investments and the reversal of Capital Charges (contra entries)	
SERVICE MANAGER			Head of Finance	
BUDGET MANAGER			Accountancy Manager	
ACTUAL 2016/17 £	**BUDGET 2017/18 £**	**PROJECTED OUTTURN 2017/18 £**	**DETAIL**	**ESTIMATE 2018/19 £**
			EXPENDITURE	
-	-	-	Leasing	-
2,577	(201,630)	(201,630)	Item 8 Credit	(116,380)
(178,952)	(58,370)	(58,370)	Debt Mgt Charges to HRA	(60,000)
30,670	53,000	53,000	Item 8 Debit	30,670
15,823	168,750	168,750	Interest Paid	676,500
94,981	224,000	224,000	MRP	278,650
(34,901)	**185,750**	**185,750**	**TOTAL EXPENDITURE**	**809,440**
			INCOME	
(913,776)	(538,000)	(728,000)	Fees and Charges	(2,415,860)
(948,677)	**(352,250)**	**(542,250)**	**NET CONTROLLABLE EXPENDITURE**	**(1,606,420)**
			RECHARGES & CAPITAL CHARGES	
(1,683,451)	(1,680,660)	(1,680,660)	Capital Charges	(1,781,400)
(2,632,128)	**(2,032,910)**	**(2,222,910)**	**NET EXPENDITURE**	**(3,387,820)**

ANALYSIS OF BUDGET VARIATIONS		
	£	COMMENTS
Base Budget 2017/18	**-2,032,910**	
Charge to/from HRA	62,920	Changes in Item 8 forecast
Interest paid and MRP	560,770	Reduction due to Borrowing not taken out
Fees and Charges	-1,877,860	Reduction in investment income due to reduced cash
Change in Capital Charges	-100,740	Effect on depreciation following revaluation
Budget 2018/19	**-3,387,820**	

ANALYSIS OF BUDGET VARIATIONS		
	£	COMMENTS
Base Budget 2017/18	**-2,032,910**	
Interest paid and MRP	-	Interest saved from not borrowing externally
Fees and Charges	-190,000	Increase in interest
Outturn 2017/18	**-2,222,910**	

This page has been intentionally left blank

Finance and Economy HRA Summary				
Housing Revenue Account				
ACTUAL 2016/17 £	**BUDGET 2017/18 £**	**PROJECTED OUTTURN 2017/18 £**	**DETAIL**	**ESTIMATE 2018/19 £**
4,142,152	5,149,750	5,127,730	Supervision & Management	5,264,580
(24,372,599)	(25,511,220)	(24,952,720)	Income	(24,978,930)
17,994,718	21,923,480	21,923,480	Other	17,449,220
3,350,305	3,328,470	3,352,704	Repairs & Maintenance	3,418,400
1,114,576	**4,890,480**	**5,451,194**	**SERVICE EXPENDITURE**	**1,153,270**

SUBJECTIVE ANALYSIS - 2018/19 BUDGET Housing Revenue Account					
	Supervision & Management	**Income**	**Other**	**Repairs & Maintenance**	**Total**
EXPENDITURE					
Employees	2,175,650	-	-	-	2,175,650
Premises	733,130	-	-	3,384,900	4,118,030
Supplies and Services	784,110	-	61,000	33,500	878,610
Transport	110,590	-	-	-	110,590
TOTAL EXPENDITURE	3,803,480	-	61,000	3,418,400	7,282,880
INCOME					
Grants	-	-	(2,999,850)	-	(2,999,850)
Fees & Charges	(78,520)	(24,978,930)	(3,200)	-	(25,060,650)
TOTAL INCOME	(78,520)	(24,978,930)	(3,003,050)	-	(28,060,500)
NET CONTROLLABLE EXPENDITURE	**3,724,960**	**(24,978,930)**	**(2,942,050)**	**3,418,400**	**(20,777,620)**
NON CONTROLLABLE ITEMS					
Support Services	1,620,370	-	944,130	-	2,564,500
Capital Charges	-	-	19,447,140	-	19,447,140
Recharges	(80,750)	-	-	-	(80,750)
Transfers to/from Reserves	-	-	-	-	-
TOTAL NON-CONTROLLABLE ITEMS	1,539,620	-	20,391,270	-	21,930,890
NET EXPENDITURE	**5,264,580**	**(24,978,930)**	**17,449,220**	**3,418,400**	**1,153,270**

REVENUE BUDGET	
SERVICE	**HRA - Admin**
SERVICE DESCRIPTION	Core operating costs for the HRA
SERVICE MANAGER	Head of Housing
BUDGET MANAGER	Housing Operations Manager Income & Customers and Housing Operations Manager Property & Technology

ACTUAL 2016/17 £	BUDGET 2017/18 £	PROJECTED OUTTURN 2017/18 £	DETAIL	ESTIMATE 2018/19 £
			EXPENDITURE	
2,505,323	2,167,980	2,207,290	Employees	2,175,650
614,555	831,870	790,230	Premises	733,130
966,082	709,670	715,780	Supplies and Services	784,110
142,013	116,550	111,050	Transport	110,590
4,227,973	**3,826,070**	**3,824,350**	**TOTAL EXPENDITURE**	**3,803,480**
			INCOME	
(1,804,576)	(57,770)	(78,070)	Fees and Charges	(78,520)
2,423,397	**3,768,300**	**3,746,280**	**NET CONTROLLABLE EXPENDITURE**	**3,724,960**
			RECHARGES & CAPITAL CHARGES	
1,251,589	1,462,200	1,462,200	Support Services	1,620,370
(86,751)	(80,750)	(80,750)	Recharges	(80,750)
553,917	-	-	Transfers to/from Reserves	-
4,142,152	**5,149,750**	**5,127,730**	**NET EXPENDITURE (Including Recharges and Capital Charges)**	**5,264,580**

ANALYSIS OF BUDGET VARIATIONS		
		COMMENTS
Base budget 2017/18	**5,149,750**	
Employees	7,670	Pay Award less adjustment to salary allocations of senior management
Premises	(78,740)	Grounds Maintenance costs now in Support Services, Lift maintenance not needed and cleaning costs reduced as service
Premises	(80,000)	Farrow Court's soft furnishings - scheme completed
Premises	120,000	Refurbishment of Bullied Place Play Area
Premises	(60,000)	Reduced Sheltered Accomodation Gas costs in line with last year
Supplies and Services	16,440	Estate management fees at Poppy Fields and Sheltered accommodation Telephones
Supplies and Services	58,000	Rentsense software analysing payment patterns plus Promaster, the asset management system
Transport	(5,960)	Reduced cash alternative payments
Fees and Charges	(20,750)	Sheltered Accomodation Rental Income from use of premises
Support Services	158,170	Contact Centre £80k, Maint of Grounds £30k, IT £16k Creditors £16k & Other £16k
Base budget 2018/19	**5,264,580**	

ANALYSIS OF BUDGET VARIATIONS		
		COMMENTS
Base budget 2017/18	**5,149,750**	
Employees	39,310	Electrical Services Division
Premises	(31,640)	Grounds Maintenance
Premises	(15,000)	Lifts Maintenance
Premises	(25,000)	Maintenance Charges - no further charges for public toilets
Supplies and Services	6,110	
Other	4,200	
Outturn 2017/18 (Q2 Forecast)	**5,127,730**	

REVENUE BUDGET				
SERVICE			**HRA - Income**	
SERVICE DESCRIPTION			Income collected from Council Tenants, Service Charges and Supporting People Income	
SERVICE MANAGER			Head of Housing	
BUDGET MANAGER			Housing Operations Manager Income & Customers	
ACTUAL 2016/17 £	**BUDGET 2017/18 £**	**PROJECTED OUTTURN 2017/18 £**	**DETAIL**	**ESTIMATE 2018/19 £**
			EXPENDITURE	
-	**-**	**-**	**TOTAL EXPENDITURE**	**-**
(23,137,884)	(24,570,000)	(23,693,710)	Dwelling Rents	(23,883,000)
(1,085,258)	(875,220)	(1,205,610)	Service Charges	(1,042,530)
(29,501)	(18,000)	(5,400)	Garage and land rent	(5,400)
(119,956)	(48,000)	(48,000)	Other	(48,000)
(24,372,599)	**(25,511,220)**	**(24,952,720)**	**NET CONTROLLABLE EXPENDITURE**	**(24,978,930)**
			RECHARGES & CAPITAL CHARGES	
(24,372,599)	**(25,511,220)**	**(24,952,720)**	**NET EXPENDITURE (Including Recharges and Capital Charges)**	**(24,978,930)**

ANALYSIS OF BUDGET VARIATIONS		
		COMMENTS
Base budget 2017/18	**(25,511,220)**	
Dwelling Rents	687,000	Further 1% reduction on Affordable Housing now being included in the Government's rent reduction strategy.
Service Charges	29,090	Heating and Hot Water
Service Charges	(196,400)	Service Charges fluctuate from year to year as they are based on the previous years actual costs
Garage and land rent	12,600	
Base budget 2018/19	**(24,978,930)**	

ANALYSIS OF BUDGET VARIATIONS		
		COMMENTS
Base budget 2017/18	**(25,511,220)**	
Dwelling Rents	876,290	Further 1% reduction on Affordable Housing now being included in the Government's rent reduction strategy plus a number of new build properties not becoming available as quickly as initially anticipated.
Service Charges	31,350	Reduced Heating and Hot Water charges
Service Charges	(196,400)	Service Charges fluctuate from year to year as they are based on the previous years actual costs
Service Charges	(165,340)	The expected withdrawal of the Supporting People Grant from KCC has been postponed for another year
Garage and land rent	12,600	
Outturn 2017/18 (Q2 Forecast)	**(24,952,720)**	

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	
			ACTUAL	
SERVICE MANAGER			Head of Housing	
BUDGET MANAGER			Head of Housing	
ACTUAL 2016/17 £	**BUDGET 2017/18 £**	**PROJECTED OUTTURN 2017/18 £**	**DETAIL**	**ESTIMATE 2018/19 £**
			EXPENDITURE	
15,887	60,000	60,000	Supplies and Services	61,000
269	-	-	Transport	-
16,156	**60,000**	**60,000**	**TOTAL EXPENDITURE**	**61,000**
			INCOME	
(2,999,845)	(2,999,850)	(2,999,850)	Grants	(2,999,850)
(30,670)	(16,930)	(16,930)	Fees and Charges	(3,200)
(3,014,359)	**(2,956,780)**	**(2,956,780)**	**NET CONTROLLABLE EXPENDITURE**	**(2,942,050)**
			RECHARGES & CAPITAL CHARGES	
892,759	913,000	913,000	Support Services	944,130
20,116,317	23,783,460	23,967,260	Capital Charges	19,447,140
-	-	-	Recharges	-
-	-	-	Transfers to/from Reserves	-
17,994,718	**21,739,680**	**21,923,480**	**NET EXPENDITURE (Including Recharges and Capital Charges)**	**17,449,220**

ANALYSIS OF BUDGET VARIATIONS		
		COMMENTS
Base budget 2017/18	**21,739,680**	
Premises	-	
Supplies and Services	1,000	
Fees and Charges	13,730	Reduced Interest received
Support Services	31,130	
Capital Charges	(4,336,320)	Revenue Provision (HRA Capital Financing Requirement) PWLB loan repaid in 2017/18 but none scheduled for repayment in 2018/19
Base budget 2018/19	**17,449,220**	

ANALYSIS OF BUDGET VARIATIONS		
		COMMENTS
Base budget 2017/18	**21,739,680**	
Outturn 2017/18 (Q2 Forecast)	**21,739,680**	

NOTES
Capital charges in the 2016/17 actual column is depreciation

REVENUE BUDGET				
SERVICE			**HRA - Repairs**	
SERVICE DESCRIPTION			Revenue repairs associated with the maintenance of 5,000 properties	
SERVICE MANAGER			Head of Housing	
BUDGET MANAGER			Housing Operations Manager Property & Technology	
ACTUAL 2016/17 £	**BUDGET 2017/18 £**	**PROJECTED OUTTURN 2017/18 £**	**DETAIL**	**ESTIMATE 2018/19 £**
			EXPENDITURE	
3,378,252	3,295,470	3,336,470	Premises	3,384,900
39,940	33,000	16,240	Supplies and Services	33,500
2,228	-	-	Transport	-
3,420,419	**3,328,470**	**3,352,710**	**TOTAL EXPENDITURE**	**3,418,400**
			INCOME	
(69,179)	-	-	Fees and Charges	-
3,351,240	**3,328,470**	**3,352,710**	**NET CONTROLLABLE EXPENDITURE**	**3,418,400**
			RECHARGES & CAPITAL CHARGES	
(935)	-	-	Support Services	-
3,350,305	**3,328,470**	**3,352,710**	**NET EXPENDITURE (Including Recharges and Capital Charges)**	**3,418,400**

ANALYSIS OF BUDGET VARIATIONS		
		COMMENTS
Base budget 2017/18	**3,328,470**	
Premises	89,430	Renewal and revamp of the Voids and Responsive repairs contract expected to add 5% to the previous contract price
Supplies and Services	500	
Base budget 2018/19	**3,418,400**	

ANALYSIS OF BUDGET VARIATIONS		
		COMMENTS
Base budget 2017/18	**3,328,470**	
Premises	16,000	Various movements including works on void properties.
Premises	25,000	After inspection more sewerage treatment works identified.
Supplies and Services	(16,760)	Consultants and subscription costs reduced based on likely spend
Outturn 2017/18 (Q2 Forecast)	**3,352,710**	

Summary of HRA Capital Works - Excludes New Build & Sheltered Scheme Capital Projects				
Planned Work	**2016/17 Actuals £'000's**	**2017/18 Original Budget £'000's**	**2017/18 Current Estimate £'000's**	**2018/19 Estimate £'000's**
Insulation	328	250	300	295
Central Heating	584	638	537	822
Adaptations For The Disabled	614	605	550	400
Structural Works	15		0	0
Re-Roofing	458	734	453	891
P.V.C.U Gutters/Fascias/Soffit	121	85	96	93
Water Mains Replacement	75	166	100	149
Kitchen Refurbishments	765	991	895	723
Rewiring	81	43	100	186
Bathroom Refurbishment	674	631	475	564
Sheltering Accommodation Improvements	50	100	80	60
External Walls	312	77	104	110
Fire Safety Works	93	0	0	0
PV Panel Insulation	13	104	104	327
Contingency	0	424	0	272
	4,183	**4,848**	**3,794**	**4,892**

This page has been intentionally left blank

Capital Programme 2018/19 - 2020/21							
		Current budget £	Previous Exp £	2017/18 £	2018/19 £	2019/20 £	2020/21 £
Corporate Property and Projects							
Planned Maintenance funded from borrowing		2,000,000	0	522,500	500,000	661,000	316,500
Provisional for Economic & Regeration Board		8,000,000	0	2,000,000	2,000,000	2,000,000	2,000,000
Court Wurtin - Shops		275,000	0	0	275,000	0	0
Property Company Acquisitions - based on current business plan		91,767,000	3,645,000	9,122,000	28,000,000	31,000,000	20,000,000
International House Works		650,000	297,080	230,000	122,920	0	0
Elwick Place leisure, retail and car park development		42,330,000	830,870	16,900,000	24,599,130	0	0
Commercial Qrt Business Space (digital hub), Goods Yard Demolition		650,000	6,630	100,000	543,370	0	0
Commercial Qrt - pedestrian link path and footbridge		75,000	0	0	75,000	0	0
Public realm Dover Place		500,000	0	150,000	350,000	0	0
Carlton Road light industrial units		6,800,000	0	650,000	6,150,000	0	0
Total - Corporate Property and Projects		**153,047,000**	**4,779,580**	**29,674,500**	**62,615,420**	**33,661,000**	**22,316,500**
Community & Housing							
Mandatory Disabled Facility Grants							
	Expenditure	3,308,000	0	752,000	952,000	802,000	802,000
	External Funding	(2,748,000)	0	(662,000)	(662,000)	(712,000)	(712,000)
		560,000	0	90,000	290,000	90,000	90,000
Conversion of 112 Beaver Road Homeless Shelter		500,000	0	0	500,000	0	0
Total - Community & Housing		**3,808,000**	**0**	**752,000**	**1,452,000**	**802,000**	**802,000**
Information Technology							
Digital Transformation		200,000	0	0	200,000	0	0
Total - Information Technology		**200,000**	**0**	**0**	**200,000**	**0**	**0**
Culture & the Environment							
Single Grants Gateway Fund		300,000	0	75,000	75,000	75,000	75,000
Stour Centre CHP, Roofing & PV Panels		2,060,000	1,377,610	175,000	507,390	0	0
Victoria Park Rejuvination Project		200,000	0	0	200,000	0	0
Bowls Club Relocation	Expenditure	360,000	0	0	360,000	0	0
Memorial Gardens Enhancement	Expenditure	150,000	0	0	150,000	0	0
	External Funding	(510,000)	0	0	(510,000)	0	0
		0	0	0	0	0	0
Total Culture & the Environment		**3,070,000**	**1,377,610**	**250,000**	**1,292,390**	**75,000**	**75,000**
Health, Parking and Community Safety							
Taxi rank Stour Centre car park		140,000	0	140,000	0	0	0
Zebra crossing station approach		82,000	0	82,000	0	0	0
Elwick Temporary Car Park		135,350	13,350	122,000	0	0	0
CCTV		229,000	29,000	200,000	0	0	0
Street Lighting replacement		1,000,000	990	30,000	969,010	0	0
Total Health, Parking and Community Safety		**1,586,350**	**43,340**	**574,000**	**969,010**	**0**	**0**
Planning and Development							
Junction 10a M20							
	Expenditure	16,000,000	0	4,000,000	10,000,000	2,000,000	0
	External Funding	(16,000,000)	0	(4,000,000)	(10,000,000)	(2,000,000)	0
		0	0	0	0	0	0
Total Planning and Development		**16,000,000**	**0**	**4,000,000**	**10,000,000**	**2,000,000**	**0**
General Fund Total		**177,711,350**	**6,200,530**	**35,250,500**	**76,528,820**	**36,538,000**	**23,193,500**
HRA Capital Works - as current business plan							
Programmed Works		19,729,000		4,443,000	4,892,000	4,768,000	5,626,000
Farrow Court Phase 2		2,194,000		2,194,000	0	0	0
Affordable Housing Programme Stage 5		7,619,000		7,619,000	0	0	0
Danemore		7,570,000		3,735,000	3,835,000	0	0
Court Wurtin - Flats and stairwell		675,000		300,000	0	0	375,000
Affordable Housing Development		13,179,000		1,446,000	2,534,000	3,841,000	5,358,000
East Stour Court		8,000,000		0	4,000,000	4,000,000	0
Street Purchases		8,820,000		2,820,000	2,000,000	2,000,000	2,000,000
		67,786,000		**22,557,000**	**17,261,000**	**14,609,000**	**13,359,000**
Total HRA		**67,786,000**	**0**	**22,557,000**	**17,261,000**	**14,609,000**	**13,359,000**
Total Capital Spend		**245,497,350**	**6,200,530**	**57,807,500**	**93,789,820**	**51,147,000**	**36,552,500**

Capital Programme 2017/18 - 2019/20						
	Current budget £	Previous Exp £	2017/18 £	2018/19 £	2019/20 £	2020/21 £
CAPITAL SUMMARY						
Corporate Property and Projects	**153,047,000**	**4,779,580**	**29,674,500**	**62,615,420**	**33,661,000**	**22,316,500**
Community & Housing	**3,808,000**	**0**	**752,000**	**1,452,000**	**802,000**	**802,000**
Information Technology	**200,000**	**0**	**0**	**200,000**	**0**	**0**
Culture & the Environment	**3,070,000**	**1,377,610**	**250,000**	**1,292,390**	**75,000**	**75,000**
Health, Parking and Community Safety	**1,586,350**	**43,340**	**574,000**	**969,010**	**0**	**0**
Planning and Development	**16,000,000**	**0**	**4,000,000**	**10,000,000**	**2,000,000**	**0**
GENERAL FUND	**177,711,350**	**6,200,530**	**35,250,500**	**76,528,820**	**36,538,000**	**23,193,500**
HOUSING REVENUE ACCOUNT	**67,786,000**	**0**	**22,557,000**	**17,261,000**	**14,609,000**	**13,359,000**
TOTAL CAPITAL PROGRAMME	**245,497,350**	**6,200,530**	**57,807,500**	**93,789,820**	**51,147,000**	**36,552,500**

Funding Statement 2017/18 - 2019/20						
	Current budget £	Previous Exp £	2017/18 £	2018/19 £	2019/20 £	2020/21 £
Funding Source						
Capital Receipts - HRA	6,233,000	0	3,144,000	1,573,000	1,033,000	483,000
Capital Receipts - GF	860,000	0	165,000	365,000	165,000	165,000
Borrowing HRA	18,243,000	0	5,342,000	1,974,000	7,382,000	3,545,000
Borrowing GF	155,611,000	6,180,550	29,829,500	63,623,450	33,661,000	22,316,500
External grants & contributions HRA	3,715,000	0	2,239,000	816,000	176,000	484,000
External grants & contributions GF	19,258,000	0	4,662,000	11,172,000	2,712,000	712,000
Major Repairs Reserve HRA	10,164,000	0	3,337,000	3,901,000	0	2,926,000
Repairs & Renewals Reserve	135,350	13,350	122,000	0	0	0
Other Reserve HRA	29,431,000	0	8,495,000	8,997,000	6,018,000	5,921,000
Other Reserve GF	1,847,000	6,630	472,000	1,368,370	0	0
	245,497,350	6,200,530	57,807,500	93,789,820	51,147,000	36,552,500
	0	0	0	0	0	0
External Grants						
Homes & Communities Agency (HCA)	3,177,000	0	1,701,000	816,000	176,000	484,000
Section 106	1,048,000		538,000	510,000	0	0
Better Care Fund - Disabled Facility Grants	2,748,000		662,000	662,000	712,000	712,000
Communities and Local Government	16,000,000		4,000,000	10,000,000	2,000,000	0
	22,973,000	0	6,901,000	11,988,000	2,888,000	1,196,000

DISCRETIONARY & STATUTORY FEES 2018/19

Licensing Fees

Item	Statutory or Discretionary	Description/Comments	VAT Indicator	Charge 2016/17 £	Charge 2017/18 £	Proposed Charge 2018/19 £	Increase / Decrease on 2017/18 %
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			
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	Statutory		NB	10.50	10.50	10.50	0.00%
Designated premises supervisor	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	Statutory		NB	21.00	21.00	21.00	0.00%
Minor Variation	Statutory		NB	89.00	89.00	89.00	0.00%
Animal Welfare and Public Health Licences							
Dog Breeding Establishments	Discretionary	New Licence	NB	557.00	563.00	577.00	2.49%
	Discretionary	Renewal	NB	138.00	139.00	142.00	2.16%
	Discretionary	Variation	NB	138.00	139.00	142.00	2.16%
	Discretionary	Concurrent 2nd application	NB	69.00	70.00	72.00	2.86%

DISCRETIONARY & STATUTORY FEES 2018/19

Licensing Fees

Item	Statutory or Discretionary	Description/Comments	VAT Indicator	Charge 2016/17 £	Charge 2017/18 £	Proposed Charge 2018/19 £	Increase / Decrease on 2017/18 %
Animal Boarding Establishments	Discretionary	New Licence	NB	557.00	563.00	577.00	2.49%
	Discretionary	Renewal	NB	138.00	139.00	142.00	2.16%
	Discretionary	Variation	NB	138.00	139.00	142.00	2.16%
	Discretionary	Concurrent 2nd application	NB	69.00	70.00	72.00	2.86%
Home Boarding	Discretionary	New Licence	NB	87.00	88.00	90.00	2.27%
	Discretionary	Renewal	NB	67.00	68.00	70.00	2.94%
Pet Shops	Discretionary	New Licence	NB	557.00	563.00	577.00	2.49%
	Discretionary	Renewal	NB	138.00	139.00	142.00	2.16%
	Discretionary	Variation	NB	138.00	139.00	142.00	2.16%
	Discretionary	Concurrent 2nd application	NB	69.00	70.00	72.00	2.86%
Riding Establishments	Discretionary	New Licence	NB	557.00	563.00	577.00	2.49%
	Discretionary	Renewal	NB	403.00	407.00	417.00	2.46%
	Discretionary	Variation	NB	76.00	77.00	79.00	2.60%
	Discretionary	Concurrent 2nd application	NB	35.00	35.00	36.00	2.86%
Dangerous Wild Animals	Discretionary	New Licence (2 year licence)	NB	922.00	931.00	954.00	2.47%
	Discretionary	Renewal (2 year licence)	NB	631.00	637.00	653.00	2.51%
	Discretionary	Variation	NB	325.00	328.00	336.00	2.44%
	Discretionary	Concurrent 2nd application	NB	82.00	83.00	85.00	2.41%
Zoos	Discretionary	Consideration	NB	1,149.00	1,160.00	1,189.00	2.50%
	Discretionary	Licence (4 year licence)	NB	1,894.00	1,913.00	1,961.00	2.51%
	Discretionary	Renewal (6 year licence)	NB	2,842.00	2,870.00	2,942.00	2.51%
	Discretionary	Dispensation - 14(1)(a)	NB	462.00	467.00	479.00	2.57%
Public Health Licences							
Acupuncture	Discretionary	Initial registration practitioner/premises	NB	171.00	173.00	177.00	2.31%
	Discretionary	Additional practitioner/premises	NB	105.00	106.00	109.00	2.83%
	Discretionary	Minor variation	NB	29.00	29.00	30.00	3.45%
Tattooing (including semi-permanent skin-colouring)	Discretionary	Initial registration practitioner/premises	NB	331.00	334.00	342.00	2.40%
	Discretionary	Additional practitioner/premises	NB	105.00	106.00	109.00	2.83%
	Discretionary	Minor variation	NB	29.00	29.00	30.00	3.45%
Electrolysis	Discretionary	Initial registration practitioner/premises	NB	171.00	173.00	177.00	2.31%
	Discretionary	Additional practitioner/premises	NB	105.00	106.00	109.00	2.83%
	Discretionary	Minor variation	NB	29.00	29.00	30.00	3.45%
Cosmetic Piercing (excluding ear piercing)	Discretionary	Initial registration practitioner/premises	NB	331.00	334.00	342.00	2.40%
	Discretionary	Additional practitioner/premises	NB	105.00	106.00	109.00	2.83%
	Discretionary	Minor variation	NB	29.00	29.00	30.00	3.45%
Ear Piercing	Discretionary	Initial registration practitioner/premises	NB	171.00	173.00	177.00	2.31%
	Discretionary	Additional practitioner/premises	NB	29.00	29.00	30.00	3.45%
	Discretionary	Minor variation	NB	29.00	29.00	30.00	3.45%
Hairdressing	Statutory	Registration		No fee payable			

DISCRETIONARY & STATUTORY FEES 2018/19

Licensing Fees

Item	Statutory or Discretionary	Description/Comments	VAT Indicator	Charge 2016/17 £	Charge 2017/18 £	Proposed Charge 2018/19 £	Increase / Decrease on 2017/18 %
Sex Establishments Licence							
Sex Shops, Sex Cinemas and Sexual Entertainment Venue Licences	Discretionary	Grant	NB	3,204.00	3,236.00	3,317.00	2.50%
	Discretionary	Renewal	NB	350.00	300.00	308.00	2.67%
	Discretionary	Transfer	NB	350.00	300.00	308.00	2.67%
Street Trading and Consents							
Publicity Displays	Statutory			No fee payable			
Street Collection Permit	Statutory			No fee payable			
Street Trading Licence	Discretionary	Yearly	NB	72.00	73.00	75.00	2.74%
Casual Street Trading Licence/Consent For One Off Event	Discretionary	Grant	NB	12.00	12.00	13.00	8.33%
Casual Street Trading Licence for Market	Discretionary	Monthly	NB	26.00	26.00	27.00	3.85%
Street Trading Consent	Discretionary	Yearly	NB	72.00	73.00	75.00	2.74%
New Site Street Trading Consent - static	Discretionary	Grant -if planning permission already granted	NB	100.00	101.00	104.00	2.97%
New Site Street Trading Consent - static	Discretionary	Grant - if no planning permission at time of application	NB	200.00	202.00	207.00	2.48%
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	£100 per site plus £25 per additional site	£100 per site plus £25 per additional site	£100 per site plus £25 per additional site	0.00%
Hawker Street Trading Consent	Discretionary	Yearly	NB	72.00	73.00	75.00	2.74%
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	150.00	152.00	152.00	0.00%
Town Centre Commercial Booking	Discretionary	Small, local businesses, weekdays and Sundays	NB	50.00	51.00	51.00	0.00%
Town Centre Commercial Booking	Discretionary	Small, local businesses, Saturdays	NB	75.00	76.00	76.00	0.00%

DISCRETIONARY & STATUTORY FEES 2018/19

Licensing Fees

Item	Statutory or Discretionary	Description/Comments	VAT Indicator	Charge 2016/17 £	Charge 2017/18 £	Proposed Charge 2018/19 £	Increase / Decrease on 2017/18 %
Town Centre Commercial Booking	Discretionary	1 day (Saturday)	NB	200.00	200.00	200.00	0.00%
Street Trading Consent Rents							
Furners Wood Lay-by - cherry stall	Discretionary	Monthly rents	NB	150.00	150.00	150.00	0.00%
Furners Wood Lay-by - hot food	Discretionary	Monthly rents	NB	225.00	225.00	225.00	0.00%
Great Chart - A28 Tenterden bound - Food	Discretionary	Monthly rents	NB	225.00	225.00	225.00	0.00%
Great Chart - A28 Tenterden bound - Non Food	Discretionary	Monthly rents	NB	150.00	150.00	150.00	0.00%
Great Chart - A28 Ashford bound - Food	Discretionary	Monthly rents	NB	225.00	225.00	225.00	0.00%
Great Chart - A28 Ashford bound Non Food	Discretionary	Monthly rents	NB	150.00	150.00	150.00	0.00%
Hothfield - A20 Maidstone bound - Non Food	Discretionary	Monthly rents	NB	150.00	150.00	150.00	0.00%
Hothfield - A20 Maidstone bound - Food	Discretionary	Monthly rents	NB	225.00	225.00	225.00	0.00%
Hothfield - A20 Ashford bound - Non Food	Discretionary	Monthly rents	NB	150.00	150.00	150.00	0.00%
Hothfield - A20 Ashford bound - Food	Discretionary	Monthly rents	NB	225.00	225.00	225.00	0.00%
Henwood	Discretionary	Monthly rents	NB	206.50	206.50	206.50	0.00%
Recreation Ground Road car park	Discretionary	Monthly rents	NB	380.00	380.00	380.00	0.00%
Potters Corner, Hothfield	Discretionary	Monthly rents	NB	225.00	225.00	225.00	0.00%
Hall Avenue, Sevington	Discretionary	Max 28 days use per year	NB	240.00	240.00	240.00	0.00%
Chilham Mill	Discretionary		NB	225.00	225.00	225.00	0.00%
Council Land							
Charity	Discretionary			No fee payable			
Commercial (e.g. circuses and funfairs)	Discretionary	per operating day	NB	270.00	270.00	277.00	2.59%
	Discretionary	per non-operating day	NB	190.00	190.00	195.00	2.63%

DISCRETIONARY & STATUTORY FEES 2018/19

Licensing Fees

Item	Statutory or Discretionary	Description/Comments	VAT Indicator	Charge 2016/17 £	Charge 2017/18 £	Proposed Charge 2018/19 £	Increase / Decrease on 2017/18 %
Food Hygiene							
Level 1 course	Discretionary		EX			35.00	
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 Certificate	Discretionary		NB	96.00	97.00	99.00	2.06%
Inspection (Voluntary Surrender) or	Discretionary	Per hour	NB	94.00	95.00	97.00	2.11%
plus tipping charge at cost	Charged by tip			N/A	N/A	N/A	N/A
Export Certificate for food manufacture	Discretionary		NB	159.00	55.00	60.00	9.09%
Miscellaneous							
Scrap Metal Site Licence	Discretionary		NB	305.00	308.00	316.00	2.60%
Scrap Metal Collectors Licence	Discretionary		NB	205.00	207.00	212.00	2.42%
Scrap Metal Site Licence - Renewal	Discretionary		NB	205.00	207.00	212.00	2.42%
Scrap Metal Collectors Licence - Renewal	Discretionary		NB	102.00	103.00	106.00	2.91%
Scrap Metal Variations	Discretionary		NB	77.00	78.00	80.00	2.56%
Scrap Metal Replacement Licence	Discretionary		NB	11.00	11.00	11.00	N/A
Gambling Act							
New small casino	Statutory Maximum	New application	NB	6,570.00	6,570.00	6,734.00	2.50%
		Annual fee	NB	3,730.00	3,730.00	3,823.00	2.49%
		Variation	NB	2,690.00	2,690.00	2,757.00	2.49%
		Transfer	NB	1,564.00	1,564.00	1,603.00	2.49%
		Re-instatement	NB	1,314.00	1,314.00	1,347.00	2.51%
		Provisional statement	NB	6,570.00	6,570.00	6,734.00	2.50%
		Provisional statement holders	NB	2,335.00	2,335.00	2,393.00	2.48%
		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 2018/19

Licensing Fees

Item	Statutory or Discretionary	Description/Comments	VAT Indicator	Charge 2016/17 £	Charge 2017/18 £	Proposed Charge 2018/19 £	Increase / Decrease on 2017/18 %
New large casino	Statutory Maximum	New application	NB	7,860.00	7,860.00	8,057.00	2.51%
		Annual fee	NB	7,520.00	7,520.00	7,708.00	2.50%
		Variation	NB	3,555.00	3,555.00	3,644.00	2.50%
		Transfer	NB	1,835.00	1,835.00	1,881.00	2.51%
		Re-instatement	NB	2,070.00	2,070.00	2,122.00	2.51%
		Provisional statement	NB	7,860.00	7,860.00	8,057.00	2.51%
		Provisional statement holders	NB	3,860.00	3,860.00	3,957.00	2.51%
		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	12,380.00	12,380.00	12,690.00	2.50%
		Annual fee	NB	11,610.00	11,610.00	11,900.00	2.50%
		Variation	NB	5,800.00	5,800.00	5,945.00	2.50%
		Transfer	NB	4,230.00	4,230.00	4,336.00	2.51%
		Re-instatement	NB	4,230.00	4,230.00	4,336.00	2.51%
		Provisional statement	NB	12,380.00	12,380.00	12,690.00	2.50%
		Provisional statement holders	NB	6,030.00	6,030.00	6,181.00	2.50%
		Copy licence	NB	25.00	25.00	25.00	0.00%
		Notification of change	NB	50.00	50.00	50.00	0.00%
Bingo club	Statutory Maximum	New application	NB	2,250.00	2,250.00	2,306.00	2.49%
		Annual fee	NB	700.00	700.00	718.00	2.57%
		Variation	NB	1,540.00	1,540.00	1,579.00	2.53%
		Transfer	NB	855.00	855.00	876.00	2.46%
		Re-instatement	NB	855.00	855.00	876.00	2.46%
		Provisional statement	NB	2,250.00	2,250.00	2,306.00	2.49%
		Provisional statement holders	NB	930.00	930.00	953.00	2.47%
		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 2018/19

Licensing Fees

Item	Statutory or Discretionary	Description/Comments	VAT Indicator	Charge 2016/17 £	Charge 2017/18 £	Proposed Charge 2018/19 £	Increase / Decrease on 2017/18 %
Betting Premises (excluding tracks)	Statutory Maximum	New application	NB	2,290.00	2,290.00	2,347.00	2.49%
		Annual fee	NB	455.00	455.00	466.00	2.42%
		Variation	NB	1,300.00	1,300.00	1,333.00	2.54%
		Transfer	NB	855.00	855.00	876.00	2.46%
		Re-instatement	NB	855.00	855.00	876.00	2.46%
		Provisional statement	NB	2,250.00	2,250.00	2,306.00	2.49%
		Provisional statement holders	NB	930.00	930.00	953.00	2.47%
		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	1,760.00	1,760.00	1,804.00	2.50%
		Annual fee	NB	700.00	700.00	718.00	2.57%
		Variation	NB	1,180.00	1,180.00	1,210.00	2.54%
		Transfer	NB	855.00	855.00	876.00	2.46%
		Re-instatement	NB	855.00	855.00	876.00	2.46%
		Provisional statement	NB	1,760.00	1,760.00	1,804.00	2.50%
		Provisional statement holders	NB	930.00	930.00	953.00	2.47%
		Copy licence	NB	25.00	25.00	25.00	0.00%
		Notification of change	NB	50.00	50.00	50.00	0.00%
Family Entertainment Centres	Statutory Maximum	New application	NB	1,760.00	1,760.00	1,804.00	2.50%
		Annual fee	NB	605.00	605.00	620.00	2.48%
		Variation	NB	795.00	795.00	815.00	2.52%
		Transfer	NB	855.00	855.00	876.00	2.46%
		Re-instatement	NB	855.00	855.00	876.00	2.46%
		Provisional statement	NB	1,760.00	1,760.00	1,804.00	2.50%
		Provisional statement holders	NB	770.00	770.00	789.00	2.47%
		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 2018/19

Licensing Fees

Item	Statutory or Discretionary	Description/Comments	VAT Indicator	Charge 2016/17 £	Charge 2017/18 £	Proposed Charge 2018/19 £	Increase / Decrease on 2017/18 %
Adult Gaming Centre	Statutory Maximum	New application	NB	1,760.00	1,760.00	1,804.00	2.50%
		Annual fee	NB	705.00	705.00	723.00	2.55%
		Variation	NB	795.00	795.00	815.00	2.52%
		Transfer	NB	855.00	855.00	876.00	2.46%
		Re-instatement	NB	855.00	855.00	876.00	2.46%
		Provisional statement	NB	1,760.00	1,760.00	1,804.00	2.50%
		Provisional statement holders	NB	930.00	930.00	950.00	2.15%
		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	204.00	204.00	204.00	0.00%
		Copy licence	NB	25.00	25.00	25.00	0.00%
Licensed Premises Gaming Machine	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%
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%

DISCRETIONARY & STATUTORY FEES 2018/19

Licensing Fees

Item	Statutory or Discretionary	Description/Comments	VAT Indicator	Charge 2016/17 £	Charge 2017/18 £	Proposed Charge 2018/19 £	Increase / Decrease on 2017/18 %
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%
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	50.00	51.00	52.00	1.96%
		For 3 years	NB	100.00	101.00	104.00	2.97%
Vehicle Licence	Discretionary	New	NB	305.00	308.00	316.00	2.60%
		Renewal	NB	285.00	288.00	295.00	2.43%
Additional Hackney Carriage & Private Hire Drivers licence	Discretionary		NB	20.00	20.00	21.00	5.00%
Private Hire Operators	Discretionary	1-3 Vehicles	NB	125.00	126.00	129.00	2.38%
		4-10 Vehicles	NB	420.00	424.00	435.00	2.59%
		11-20 Vehicles	NB	840.00	848.00	869.00	2.48%
Drivers Badge (replacement)	Discretionary		NB	11.00	11.00	11.00	0.00%
Fee for Returned (Bounced) Cheques	Discretionary		NB	16.00	16.00	16.00	0.00%
Transfer of vehicle licence (including plate)	Discretionary		NB	25.00	20.00	20.00	0.00%
Replcement Plate (internal/external)	Discretionary		NB	25.00	26.00	20.00	-23.08%

DISCRETIONARY & STATUTORY FEES 2018/19

Licensing Fees

Item	Statutory or Discretionary	Description/Comments	VAT Indicator	Charge 2016/17 £	Charge 2017/18 £	Proposed Charge 2018/19 £	Increase / Decrease on 2017/18 %
Additional Vehicle under an Operators	Discretionary	Category 1-3 to 4-10	NB	290.00	293.00	300.00	2.39%
Licence	Discretionary	Category 4-10 to 11-20	NB	420.00	424.00	435.00	2.59%
Replacement Licence	Discretionary		NB	11.00	11.00	11.00	0.00%
Hackney carriage knowledge test	Discretionary			50.00	51.00	52.00	1.96%
CRB	Set by Home Office		NB	44.00	44.00	44.00	0.00%

VAT Indicator:
NB = Non Business no VAT
EX = Exempt from VAT

DISCRETIONARY & STATUTORY FEES 2018/19

Parking Charges

Item	Description/Comments	VAT Indicator	Charge 2016/17 £	Charge 2017/18 £	Proposed Charge 2018/19 £	Increase / Decrease on 2017/18 %
Season Tickets (Ashford)						
	Edinburgh Road Reserved 12 months	VT	1,520.00	1,520.00	no longer required	
	Flour Mills Car Park 1 month	VT	68.00	68.00	68.00	0.00%
	Flour Mills Car Park 3 months	VT	191.00	191.00	191.00	0.00%
	Flour Mills Car Park 6 months	VT	360.00	360.00	360.00	0.00%
	Flour Mills Car Park 12 months	VT	675.00	675.00	675.00	0.00%
	Town Centre 1 month	VT	76.00	76.00	76.00	0.00%
	Town Centre 3 Months	VT	215.00	215.00	215.00	0.00%
	Town Centre 6 Months	VT	405.00	405.00	405.00	0.00%
	Town Centre 12 Months	VT	760.00	760.00	760.00	0.00%
	Henwood Parking Area 1 month	VT	54.00	54.00	54.00	0.00%
	Henwood Parking Area 3 months	VT	153.00	153.00	153.00	0.00%
	Henwood Parking Area 6 months	VT	288.00	288.00	288.00	0.00%
	Henwood Parking Area 12 months	VT	540.00	540.00	540.00	0.00%
	Henwood Business Permit 12 months	VT		360.00	360.00	0.00%
Season Tickets (Tenterden)						
	Bridewell Lane Car Park 1 month	VT	76.00	76.00	76.00	0.00%
	Bridewell Lane Car Park 3 months	VT	215.00	215.00	215.00	0.00%
	Bridewell Lane Car Park 6 months	VT	405.00	405.00	405.00	0.00%
	Bridewell Lane Car Park 12 months	VT	760.00	760.00	760.00	0.00%
	Bridewell Lane Reserved 12 months	VT	1,520.00	1,520.00	1,520.00	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 loss of season ticket	VT	10.00	10.00	10.00	0.00%
	Admin Charge for refund of Season ticket	VT	10.00	10.00	10.00	0.00%

DISCRETIONARY & STATUTORY FEES 2018/19

Parking Charges

Item	Description/Comments	VAT Indicator	Charge 2016/17 £	Charge 2017/18 £	Proposed Charge 2018/19 £	Increase / Decrease on 2017/18 %
Residents Permits						
	Zone A Annual	EX	120.00	120.00	120.00	0.00%
	Zone B Annual	EX	50.00	50.00	50.00	0.00%
	Zone B Annual - Off Street Residents Parking Permit	VT	135.00	135.00	135.00	0.00%
	Zone D Annual	EX	30.00	30.00	30.00	0.00%
	Zone E Annual	EX	30.00	30.00	30.00	0.00%
	Zone F Annual	EX	30.00	30.00	30.00	0.00%
	Zone G Annual	EX	30.00	30.00	30.00	0.00%
	Admin Charge for loss of permit	EX	5.00	5.00	5.00	0.00%
Other Permits						
	Visitor's permits each	EX	1.00	1.00	1.00	0.00%
	Staff permit Pay as you Park	VT	1.00	1.00	1.00	0.00%
	Staff permit per month	VT	18.00	18.00	18.00	0.00%
	Admin Charge for loss of staff card/permit	VT	5.00	5.00	5.00	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%
	Admin charge for lost permit	VT	10.00	10.00	10.00	0.00%
Misc Charges						
	Waivers	VT	30.00	30.00	30.00	0.00%
	Additional Charge for occupying on street pay and display bay, per bay per day	VT	10.00	10.00	10.00	0.00%
	Additional Charge for occupying on street pay and	VT	30.00	30.00	30.00	0.00%
	Bay Suspensions per month	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	VT		40.00	40.00	0.00%
	Install white access highlight markings (dog-bones)	VT	121.00	121.00	121.00	0.00%
	Refresh white access highlight markings (dog-bones)	VT	158.00	158.00	158.00	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 2018/19

Parking Charges

Item	Description/Comments	VAT Indicator	Charge 2016/17 £	Charge 2017/18 £	Proposed Charge 2018/19 £	Increase / Decrease on 2017/18 %
Car Park Charges (Ashford)						
	Civic Centre and Stour Centre car park minimum charge up to 2 hours	VT	0.80	1.50	1.50	0.00%
	Civic Centre and Stour Centre car park per hour over 2 hours. Linear Charge in 5p increments	VT	1.00	1.10	1.10	0.00%
	Civic Centre and Stour Centre car park charge over 4 hours Mon-Fri	VT	10.00	11.00	11.00	0.00%
	Civic Centre and Stour Centre car park charge over 4 hours Sat and Sun	VT	4.50	5.00	5.00	0.00%
	Civic Centre and Stour Centre car park per hour Coach Charge (Linear Charge in 5p increments)	VT	1.50	1.70	1.70	0.00%
	Civic Centre and Stour Centre car park Coach charge	VT	10.00	11.00	11.00	0.00%
	Dover Place Car Park per hour	VT	1.00	1.10	1.10	0.00%
	Dover Place Car Park charge over 4 hours	VT	4.50	5.00	5.00	0.00%
	Elwick Road Car Park per hour	VT		1.10	1.10	0.00%
	Elwick Road Car Parkcharge over 4 hours	VT		5.00	5.00	0.00%
	Edinburgh Road Car Park per hour	VT	1.00	1.10	1.10	0.00%
	Edinburgh Road Car Park charge over 4 hours	VT	4.50	5.00	5.00	0.00%
	Flour Mills Car Park per hour	VT	1.00	1.10	1.10	0.00%
	Flour Mills Car Park charge over 4 hours	VT	4.00	4.40	4.40	0.00%
	Henwood Car Park per hour	VT	0.80	0.90	0.90	0.00%
	Henwood Car Park charge over 4 hours	VT	3.20	3.60	3.60	0.00%
	Station Road Ashford Car park per hour	VT	1.00	1.10	1.10	0.00%
	Station Road Ashford Car park charge over 4 hours	VT	4.50	5.00	5.00	0.00%
	Vicarage Lane Car Park per hour	VT	1.00	1.10	1.10	0.00%
	Vicarage Lane Car Park charge over 4 hours	VT	10.00	11.00	11.00	0.00%

DISCRETIONARY & STATUTORY FEES 2018/19

Parking Charges

Item	Description/Comments	VAT Indicator	Charge 2016/17 £	Charge 2017/18 £	Proposed Charge 2018/19 £	Increase / Decrease on 2017/18 %
Car Park Charges (Tenterden)						
	Bridewell Lane Car Park per hour	VT	1.00	1.10	1.10	0.00%
	Bridewell Lane Car Park charge over 4 hours	VT	4.50	5.00	5.00	0.00%
	Recreation Ground Road Car Park per hour	VT	1.00	1.10	1.10	0.00%
	Recreation Ground Road Car Park charge over 4 hours	VT	10.00	11.00	11.00	0.00%
	Station Road Car Park Tenterden per hour	VT	1.00	1.10	1.10	0.00%
	Station Road Car Park Tenterden charge over 4 hours	VT	10.00	11.00	11.00	0.00%
	Station Road Car Park Tenterden per hour Coach	VT	1.50	1.70	1.70	0.00%
	Station Road Car Park Tenterden charge over 4 hours	VT	10.00	11.00	11.00	0.00%
	Tenterden Leisure Centre Car Park per hour	VT	1.00	1.10	1.10	0.00%
	Tenterden Leisure Centre Car Park charge over 4 hours	VT	10.00	11.00	11.00	0.00%
	Tenterden Leisure Centre Car Park Coach charge per hour	VT	1.50	1.70	1.70	0.00%
	Tenterden Leisure Centre Car Park Coach charge over 4 hours	VT	10.00	11.00	11.00	0.00%
On Street Parking Charges						
	Charge per hour before 6pm	EX	1.00	1.10	1.10	0.00%
	Charge after 6pm for parking up to 1 hour	EX	1.00	1.10	1.10	0.00%
	Charge after 6pm for parking over one hour	EX	2.70	3.00	3.00	0.00%
Penalty Charge Notices						
	Lower level	EX	50.00	50.00	50.00	0.00%
	Higher level	EX	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

DISCRETIONARY & STATUTORY FEES 2017/18

Charge for the Supply of Information and Photocopies of Documents

Item	Description/Comments	VAT Indicator	Charge 2016/17 £	Charge 2017/18 £	Proposed Charge 2018/19 £	Increase / Decrease on 2017/18 %
General Photocopying	Per sheet of photocopy (for the first 10 sheets)	VT	0.37	0.37	0.38	2.70%
	Further Copies	VT	0.18	0.18	0.18	0.00%
Fax	First Page	VT	1.40	1.42	1.46	2.82%
	Each page thereafter	VT	0.75	0.76	0.78	2.63%
Notices and Extracts	Authenticated Building Control Regulation Approval or Completion Certificate	VT	10.00	10.11	10.36	2.47%
	Architects Plans (A3 & A4)	VT	0.37	0.37	0.38	2.70%
	Architects Plans (A2+)	VT	6.25	6.32	6.48	2.53%
Fact sheets	Major Development Proposals in Ashford (per page)	VT	1.71	1.73	1.77	2.31%
	All other fact sheets (per page)	VT	0.37	0.37	0.38	2.70%
Requests for Planning Information*		VT	53.90	54.49	55.85	2.50%
Requests for Building Control Information*		VT	53.90	54.49	55.85	2.50%
Inspection of approved Building Regulation Plans*		VT	53.90	54.49	55.85	2.50%
Gas and Pipeline Extracts*		VT	6.74	6.81	6.98	2.50%
Hard Copy Provision of Weekly List		VT	175.25	177.18	181.61	2.50%
Postage and Packing		VT	0.94	0.95	0.97	2.11%
*Fee for additional work on information that is freely available on website						

DISCRETIONARY & STATUTORY FEES 2017/18

Sale of Documents and Room Hire

Item	Description/Comments		VAT Indicator	Charge 2016/17 £	Charge 2017/18 £	Proposed Charge 2018/19 £	Increase / Decrease on 2017/18 %
Minutes	Council and Committees	- per annum	VT	185.64	187.68	192.37	2.50%
	(excluding the Planning Committee)	- per cycle	VT	37.54	37.95	38.90	2.50%
	Cabinet only	- per annum	VT	123.05	124.40	127.51	2.50%
		- per cycle	VT	25.19	25.47	26.11	2.51%
	Planning Committee only	- per annum	VT	123.05	124.40	127.51	2.50%
		- per cycle	VT	25.19	25.47	26.11	2.51%
	A single committee and its Sub- Committee	- per annum	VT	62.40	63.09	64.67	2.50%
	(excluding the Planning Committee)	- per cycle	VT	12.95	13.09	13.42	2.52%
Agendas and Reports	Council and Committees	- per annum	VT	332.32	335.98	344.38	2.50%
	(excluding the Planning Committee)	- per cycle	VT	67.03	67.77	69.46	2.49%
	Cabinet only	- per annum	VT	621.52	628.36	644.07	2.50%
		- per cycle	VT	26.64	26.93	27.60	2.49%
	Planning Committee only	- per annum	VT	621.52	628.36	644.07	2.50%
		- per cycle	VT	26.64	26.93	27.60	2.49%
	A single committee and its Sub- Committee	- per annum	VT	67.03	67.77	69.46	2.49%
	(excluding the Planning Committee)	- per cycle	VT	13.96	14.11	14.46	2.48%
	NB Head of Legal and Democratic Services may determine a higher charge where the Agenda and Reports are in excess of 200 pages						
Other Publications	Annual Budget Book / Statement of Accounts						
	- requested by individuals		VT	8.70	8.80	9.02	2.50%
	- requested by commercial bodies		VT	42.77	43.24	44.32	2.50%
	Council Year Book		VT	3.48	3.52	3.61	2.56%
	Copy of Lease, Order etc		VT	7.66	7.74	7.93	2.45%
	Copy of Byelaws - Statutory Fee		VT	0.26	0.26	0.27	3.85%
Room Hire	Council Chamber	- Up to 4 hours	VT	163.69	163.69	163.69	0.00%
		- Full Day	VT	287.34	287.34	287.34	0.00%
		- Evening after	VT	263.48	263.48	263.48	0.00%
	Committee Rooms	- Up to 4 hours	VT	85.79	85.79	85.79	0.00%
		- Full Day	VT	154.09	154.09	154.09	0.00%
		- Evening after	VT	148.30	148.30	148.30	0.00%

VAT Indicator:
VT = Inclusive of VAT

DISCRETIONARY & STATUTORY FEES 2018/19

Cemetery Charges

Item	Description/Comments	VAT Indicator	Charge 2016/17 £	Charge 2017/18 £	Proposed Charge 2018/19 £	Increase / Decrease on 2017/18 %
Cemetery Charges - Bybrook and Willesborough Cemeteries						
COMPOSITE BURIAL FEE FOR NEW GRAVES (Includes Digging Fee, Purchase of Right of Burial for 30 years and wooden cross)	(1) Single Grave Depth	NB	1,122.00	1,122.00	1,122.00	0.00%
	(2) Double Grave Depth	NB	1,237.00	1,237.00	1,237.00	0.00%
	(3) Triple Grave Depth	NB	1,446.00	1,446.00	1,446.00	0.00%
	(4) Child under 3 months (Resident)	NB	FREE			
	(5) Child under 3 Months (Non Resident)	NB		80.00	80.00	
	(6) Child aged 3 to 5 years (Resident) *(NB If grave required to be reopened to enable further family burial(s) the fees in (2) and (3) apply)*	NB	FREE			
	(7) Child aged 3 to 5 years (Non Resident) (please note if the family wish to erect a memorial at a future date a purchase fee and permit fee will be required) *(NB If grave required to be reopened to enable further family burial(s) the fees in (2) and (3) apply)*	NB		80.00	80.00	
	(8) Child aged 5 to 18 years (Resident) *(NB If grave required to be reopened to enable further family burial(s) the fees in (2) and (3) apply)*	NB	FREE			
	(9) Child aged 5 to 18 years (Non Resident) (please note if the family wish to erect a memorial at a future date a purchase fee and permit fee will be required) *(NB If grave required to be reopened to enable further family burial(s) the fees in (2) and (3) apply)*	NB		260.00	260.00	
	(10) Cremated Remains - Garden of Remembrance Willesborough	NB	403.00	403.00	403.00	0.00%
	(11) Single grave depth - includes boarding out with timber	NB	1,339.00	1,339.00	1,339.00	0.00%
REOPENING OF EXISTING GRAVES/OPENING OF PRE-PURCHASED GRAVES	(1) Single Grave Depth	NB	530.00	530.00	530.00	0.00%
	(2) Double Grave Depth	NB	650.00	650.00	650.00	0.00%
	(3) Triple Grave Depth	NB	930.00	930.00	930.00	0.00%
	(4) Cremated Remains	NB	111.00	111.00	111.00	0.00%
Additional fee for Saturday interments	(consideration may be given in special circumstances)		By negotiation			

Non standard grave sizes may require the adjacent grave to be purchased if this grave is put out of use due to the over size coffin

NB IF NOT ALREADY DETAILED ABOVE A SURCHARGE OF 100% ON THE ABOVE SCALE OF CHARGES IS MADE FOR PERSONS WHO LIVE OUTSIDE ASHFORD BOROUGH. (THIS IS COMMON PRACTICE WITH OTHER AUTHORITIES)

DISCRETIONARY & STATUTORY FEES 2018/19

Cemetery Charges

Item	Description/Comments	VAT Indicator	Charge 2016/17 £	Charge 2017/18 £	Proposed Charge 2018/19 £	Increase / Decrease on 2017/18 %
Cemetery Charges - Tenterden Cemetery						
COMPOSITE BURIAL FEE FOR NEW GRAVES (Includes Digging Fee, Purchase of Right of Burial for 30 years and wooden cross)	(1) Single Grave Depth	NB	1,125.00	1,125.00	1,125.00	0.00%
	(2) Single Grave Depth (plus purchase of right of burial in adjoining grave) (i.e. single depth charge plus purchase charge)	NB	1,607.00	1,607.00	1,607.00	0.00%
	(3) Child under 3 months (Resident)	FREE				
	(4) Child under 3 Months (Non Resident)	NB		80.00	80.00	
	(5) Child aged 3 to 5 years (Resident) *(NB If grave required to be reopened to enable further family burial(s) the fees in (2) and (3) apply)*	FREE				
	(6) Child aged 3 to 5 years (Non Resident) (please note if the family wish to erect a memorial at a future date a purchase fee and permit fee will be required) *(NB If grave required to be reopened to enable further family burial(s) the fees in (2) and (3) apply)*	NB		80.00	80.00	
	(7) Child aged 5 to 18 years (Resident) *(NB If grave required to be reopened to enable further family burial(s) the fees in (2) and (3) apply)*	FREE				
	(8) Child aged 5 to 18 years (Non Resident) (please note if the family wish to erect a memorial at a future date a purchase fee and permit fee will be required) *(NB If grave required to be reopened to enable further family burial(s) the fees in (2) and (3) apply)*	NB		260.00	260.00	
	(9) Cremated Remains - Garden of Remembrance - Large Plot	NB	472.00	472.00	472.00	0.00%
	(10) Cremated Remains - Garden of Remembrance - Small Plot	NB	326.00	326.00	326.00	0.00%
REOPENING OF EXISTING GRAVES/OPENING OF PRE-PURCHASED GRAVES	(1) Single Grave Depth	NB	606.00	606.00	606.00	0.00%
	(2) Double Grave Depth	NB	716.00	716.00	716.00	0.00%
	(3) Cremated Remains	NB	182.00	182.00	182.00	0.00%
Additional fee for Saturday interments	(consideration may be given in special circumstances)		By negotiation			
Non standard grave sizes may require the adjacent grave to be purchased if this grave is put out of use due to the over size coffin						
NB IF NOT ALREADY DETAILED ABOVE A SURCHARGE OF 100% ON THE ABOVE SCALE OF CHARGES IS MADE FOR PERSONS WHO LIVE OUTSIDE ASHFORD BOROUGH. (THIS IS COMMON PRACTICE WITH OTHER AUTHORITIES)						

DISCRETIONARY & STATUTORY FEES 2018/19

Cemetery Charges

Item	Description/Comments	VAT Indicator	Charge 2016/17 £	Charge 2017/18 £	Proposed Charge 2018/19 £	Increase / Decrease on 2017/18 %
Cemetery Charges - All Cemeteries						
PURCHASE OF RIGHT OF BURIAL FOR 30 YEARS (Applies to pre-purchase of graves and where burial rights were not purchased prior to introduction of composite)	(1) One grave space	NB	510.00	510.00	510.00	0.00%
	(2) One cremation plot - (holds 4 sets of ashes)	NB	285.00	285.00	285.00	0.00%
RIGHT TO ERECT A MEMORIAL	(1) Right to erect a headstone or tablet (including inscription to one person) (Resident)					
	- Adult	NB	167.00	167.00	167.00	0.00%
	- Child up to 18 years	NB	FREE			
	(2) Right to erect a headstone or tablet (including inscription to one person) (Non Resident)					
	- Adult	NB	334.00	334.00	334.00	0.00%
	- Child up to 18 years	NB	167.00	167.00	167.00	0.00%
	(3) Right to erect a kerbstone (including inscription to one person) (Resident)					
	- Adult	NB	241.00	241.00	241.00	0.00%
	- Child to 18 years	NB	FREE			
	(4) Right to erect a kerbstone (including inscription to one person) (Non Resident)					
	- Adult	NB	482.00	482.00	482.00	0.00%
	- Child to 18 years	NB	241.00	241.00	241.00	0.00%
	(5) Additional inscription (per person after first)	NB	55.00	55.00	55.00	0.00%
	(6) Right to place a vase (including inscription to one person)	NB	80.00	80.00	80.00	0.00%
PURCHASE OF WOODEN CROSS INCLUDING PLAQUE	(Ashford Borough Cemeteries only)	VT	40.00	40.00	40.00	0.00%
FAMILY MANAGED BURIALS	Additional administrative cost of this option	NB	166.00	166.00	166.00	0.00%
FAMILY HISTORY SEARCH	Per Name	VT	26.00	26.00	26.00	0.00%
	Over 4 Names	VT	80.00	80.00	80.00	0.00%

NB IF NOT ALREADY DETAILED ABOVE A SURCHARGE OF 100% ON THE ABOVE SCALE OF CHARGES IS MADE FOR PERSONS WHO LIVE OUTSIDE ASHFORD BOROUGH. (THIS IS COMMON PRACTICE WITH OTHER AUTHORITIES)

DISCRETIONARY & STATUTORY FEES 2018/19

Cemetery Charges

Item	Description/Comments	VAT Indicator	Charge 2016/17 £	Charge 2017/18 £	Proposed Charge 2018/19 £	Increase / Decrease on 2017/18 %
MAINTENANCE OF GRAVES	(1) Maintenance and Planting twice yearly with plants supplied by the Council	VT	157.00	157.00	157.00	0.00%
	(2) Cleaning of kerbstone (per annum)	VT	93.00	93.00	93.00	0.00%
	(3) Cleaning of headstone or memorial (per annum)	VT	156.00	156.00	156.00	0.00%
WOODLAND BURIALS						
BYBROOK CEMETERY	Woodland Burial Fee including grave purchase, digging, plaque and post					
	- one grave	EX	723.00	723.00	723.00	0.00%
	- two adjacent graves	EX	1,349.00	1,349.00	1,349.00	0.00%
	- double depth in new section	EX			1,349.00	
	Interment of cremated remains (in grave space) including grave purchase, digging, plaque and post	EX	1,349.00	621.00	621.00	0.00%
	Selection of grave space *(* These fees may be prepaid)*	EX	1,349.00	88.00	88.00	0.00%
TENTERDEN CEMETERY	Woodland Burial Fee including grave purchase, digging, plaque and post					
	- one grave	EX	787.00	787.00	787.00	0.00%
	- two adjacent graves	EX	1,416.00	1,416.00	1,416.00	0.00%
	Interment of cremated remains (in grave space) including grave purchase, digging, plaque and post	EX	692.00	692.00	692.00	0.00%
	Selection of grave space	EX	88.00	88.00	88.00	0.00%
	(These fees may be prepaid)*					
ALL CEMETERIES	Further interment of cremated remains including casket					
	- Ashford	EX	129.00	129.00	129.00	0.00%
	- Tenterden	EX	196.00	196.00	196.00	0.00%
	Interment of a child to 18 years (Resident) (NOT including coffin or tree)	EX	Free			
	Interment of a child to 18 years (Non Resident) (NOT including coffin or tree)	EX			335.00	
	Grave reservation	EX	174.00	174.00	174.00	0.00%
	Selection of grave space	EX	88.00	88.00	88.00	0.00%

NB IF NOT ALREADY DETAILED ABOVE A SURCHARGE OF 100% ON THE ABOVE SCALE OF CHARGES IS MADE FOR PERSONS WHO LIVE OUTSIDE ASHFORD BOROUGH. (THIS IS COMMON PRACTICE WITH OTHER AUTHORITIES)

DISCRETIONARY & STATUTORY FEES 2018/19

Cemetery Charges

Item	Description/Comments	VAT Indicator	Charge 2016/17 £	Charge 2017/18 £	Proposed Charge 2018/19 £	Increase / Decrease on 2017/18 %
OTHER RELATED CHARGES						
MEMORIAL BENCH WITH DEDICATION INSCRIPTION (Subject to space being available)		EX	AT COST	AT COST	AT COST	N/A
TRANSFER OF EXCLUSIVE RIGHT OF BURIAL	per request	EX	50.00	50.00	50.00	0.00%
LATE ARRIVAL AT CEMETERY OF MORE THAN 30 MINS		NB	100.00	100.00	100.00	0.00%
EXTEND EXCLUSIVE RIGHT OF BURIAL FOR A PERIOD OF 5 YEARS	No more than 30 years can be held at one time	EX	85.00	85.00	85.00	0.00%
TO INTER 2 OR MORE SETS OF ASHES AT THE SAME TIME	additional fee to cover admin costs	EX	25.00	25.00	25.00	0.00%
EXHUMATION OF COFFIN IF REBURYING IN SAME PLOT		VT	AT COST	AT COST	AT COST	N/A
EXHUMATION OF COFFIN IF REBURYING IN DIFFERENT PLOT		EX	AT COST	AT COST	AT COST	N/A
NB IF NOT ALREADY DETAILED ABOVE A SURCHARGE OF 100% ON THE ABOVE SCALE OF CHARGES IS MADE FOR PERSONS WHO LIVE OUTSIDE ASHFORD BOROUGH. (THIS IS COMMON PRACTICE WITH OTHER AUTHORITIES)						

DISCRETIONARY & STATUTORY FEES 2017/18

Planning Services

Item	Description/Comments		VAT Indicator	Charge 2016/17 £	Charge 2017/18 £	Proposed Charge 2018/19 £	Increase / Decrease on 2017/18 %
Pre-Application Planning & Policy Advice	Level 1 will be charged for written advice on all proposals that will require consent from the Local Planning Authority under the Planning Acts, other than those listed above and in levels 2 and 3		VT	85.00	87.00	89.00	2.30%
	Level 2 will be charged for written advice on all minor developments		VT	165.00	168.00	172.00	2.38%
	Level 3 will be charged for meetings with officers (If the meeting is on site then travelling time will be included in the assessment)	per hour or part thereof	VT	440.00	449.00	460.00	2.45%
Compliance Check	For domestic Development		VT	80.00	82.00	84.00	2.44%
(Confirmation that a development has been built in accordance with the approved plans	*For a Domestic proposal that requires a site visit*		VT	158.00	161.00	165.00	2.48%
Research of Planning History	To confirm whether or not permitted development rights have been removed from a dwelling		VT	42.00	43.00	44.00	2.33%
	(Copies of Decision Notices are charged extra)					0.00	
Formal Complaint under High Hedges Legalisation			VT	449.00	458.00	469.00	2.40%

All other Statutory charges apply

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

DISCRETIONARY & STATUTORY FEES 2018/19

Monitoring Centre

Item	Description/Comments	VAT Indicator	Charge 2016/17 £	Charge 2017/18 £	Proposed Charge 2018/19 £	Increase / Decrease on 2017/18 %
Telecare/Lifeline						
Telecare Lifeline Installation (Within Kent)	One Off Payment per client	VT	30.00	30.00	31.00	0.00%
Telecare Lifeline Installation (Outside Kent)	One Off Payment per client	VT	60.00	60.00	62.00	0.00%
Telecare Lifeline Monitoring and Equipment Hire	Annual Fee per client	VT	154.99	156.69	161.00	0.00%
Telecare Monitoring Fee only (no longer available to clients) - for purchased equipment - Prior to 1/04/11	Annual	VT	26.99	27.29	28.00	0.00%
Supply of Second Pendant sensor	One off payment per client	VT	49.99	50.54	52.00	0.00%
Supply of Key safe - new style	One Off Payment per client	VT	73.50	74.31	76.00	0.00%
Supply of Key release Door Chain - new style	One Off Payment per client	VT	58.99	59.64	61.00	0.00%
Telecare/Lifeline Equipment	Replacement of Equipment due to Damage/Non Return	VT	191.46	193.57	199.00	0.00%
Additional sensor installation	One Off Payment per client per visit for install of items	VT	30.00	30.00	31.00	0.00%
Additional sensor Installation (Outside Kent)	One Off Payment per client	VT	60.00	60.00	62.00	0.00%
Purchase of Safe Socket	One off payment per safe socket required	VT	21.49	21.49	22.00	0.00%
Purchase of BT Cable for Lifeline	One off payment per BT cable required	VT	11.49	11.49	12.00	0.00%
Purchase of Fall Detector	One off payment per fall detector	VT	99.99	99.99	103.00	0.00%
Purchase of Carbon Monoxide Detector	One off payment per Carbon Monoxide Detector	VT	114.99	114.99	118.00	0.00%
Purchase of Flood Detector	One off payment per Flood Detector	VT	99.99	99.99	103.00	0.00%
Purchase of Pendant Easy Press	One off payment per Pendant Easy Press	VT	15.49	15.49	16.00	0.00%
Purchase of Smoke Alarm Detector	One off payment per Smoke Alarm Detector	VT	99.99	99.99	103.00	0.00%
Purchase of Power Cable	One off payment per Power Cable	VT	30.99	30.99	32.00	0.00%

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

DISCRETIONARY & STATUTORY FEES 2018/19

Legal & Electoral Services

Legal Fees

Item	Description/Comments	VAT Indicator	Charge 2016/17 £	Charge 2017/18 £	Proposed Charge 2018/19 £	Increase / Decrease on 2017/18 %
S9 Agreements	(including caution/note on Register)	NB	300.00	303.00	311.00	2.64%
S9 Transfers	Plus Land Registry Fees	NB	300.00	303.00	311.00	2.64%
S106 agreements		NB	874.00	884.00	906.00	2.49%
Grazing Licences		NB	110.00	111.00	114.00	2.70%
Licences to Assign		NB	201.00	203.00	208.00	2.46%
Sales or Easements	Up to £2,500 in value	NB	287.00	290.00	297.00	2.41%
Sales or Easements	over £2,500 in value - Basic Fee of £300.00 plus 1% of sale price	NB	322.00	326.00	334.00	2.45%
Ellingham Leases		NB	312.00	315.00	323.00	2.54%
Ellingham lease renewals		NB	211.00	213.00	218.00	2.35%
Surrenders		NB	191.00	193.00	198.00	2.59%
Landlord consent etc		NB	101.00	102.00	105.00	2.94%
Transfer of Equity (mortgage)		NB	212.00	214.00	219.00	2.34%
Redemptions		NB	110.00	111.00	114.00	2.70%
Mortgagees Enquiries		NB	200.00	202.00	207.00	2.48%
Deed of Postponement		NB	91.00	92.00	94.00	2.17%
Release of expired Statutory Charge		NB	98.00	99.00	101.00	2.02%
Waiver (Improvement Grant)		NB	98.00	99.00	101.00	2.02%
Notice of Charge		NB	60.00	61.00	63.00	3.28%
Counterpart Lease		NB	60.00	61.00	63.00	3.28%
Engross Transfer/conveyance		NB	50.00	51.00	52.00	1.96%
Notice to Assign		NB	60.00	61.00	63.00	3.28%
Wayleaves		NB	176.00	178.00	182.00	2.25%
The above represent a minimum level of charge, not a fixed level of charge.						
Where the value of the time worked on a matter exceeds the proposed charge stated above, the value of the time will be charged unless it is deemed by the Head of Legal Services to not be commercial or reasonable to charge the full cost.						
Electoral Services						
Confirmation of Registration letters	Letters required due to the credit reference agencies not updating their information	VT	10.00	10.00	10.00	0.00%
Postal votes pack	Postal votes pack (Charge to Parish Councils for by-elections)	VT	1.30	1.30	1.30	0.00%
Poll Cards	Poll card (Charge to Parish Councils for by-elections)	VT	0.60	0.60	0.60	0.00%
	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 2018/19

Property Services

Item	Description/Comments	VAT Indicator	Charge 2016/17 £	Charge 2017/18 £	Proposed Charge 2018/19 £	Increase / Decrease on 2017/18 %
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 cost of the site inspection has not previously been charged for. The fee may be £75 or £100 depending upon whether a new boundary fence needs to be erected.	VT	186.00	188.00	193.00	2.66%
Land sales - 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
Land sales - inspection/administration	Cost of the site inspection	VT	186.00	188.00	193.00	2.66%
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	126.00	127.00	130.00	2.36%
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	126.00	127.00	130.00	2.36%
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	186.00	188.00	193.00	2.66%
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	n/a	n/a	411.00	n/a
AutoCAD plan production fee	Production of drawings for the purpose of ABC legal agreements	VT	n/a	n/a	103.00	n/a
Wayleaves - inspection/administration	The cost of the site inspection has not previously been charged for.	VT	126.00	127.00	130.00	2.36%

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

DISCRETIONARY & STATUTORY FEES 2018/19

Other Charges

Item	Description/Comments	VAT Indicator	Charge 2016/17 £	Charge 2017/18 £	Proposed Charge 2018/19 £	Increase / Decrease on 2017/18 %
Waste Collection						
Bulky Collection	Base Charge	NB	24.00	24.00	24.00	0.00
Garden Waste Bins	Wheelie Bin for Garden Waste	NB	35.00	35.00	40.00	0.14
Garden Waste Bins (DD/credit/debit charge)	Wheelie Bin for Garden Waste This cost is lower as the Council is promoting a digital agenda and encouraging residents to switch to electronic payment methods which reduce administrative costs for the Council.	NB	32.50*	33.00*	35.00	0.00%*
Dog Warden Fees						
Stray Dogs	Statutory fee for dog not being on lead	NB	26.00	26.00	27.00	3.85%
Dog Control Costs	Collection/delivery of dog	NB	40.00	40.00	41.00	2.50%
Kennelling costs	Pe 24 hour period, day one due on admission	NB	10.00	10.00	10.00	0.00%
Administration charge	Office Hours	NB	15.00	15.00	15.00	0.00%
	Outside Office Hours	NB	30.00	30.00	31.00	3.33%
Vetinary Treatment	As required	NB	Cost Recovery			
Chilmington Road Travellers Site						
Rent	Charge per week	NB	46.00	47.00	48.00	2.13%
Service Charge	Charge per week	NB	40.46	41.00	42.00	2.44%
Mobile Homes						
Annual monitoring fee		NB	30.00	30.00	31.00	3.33%
Check & Depositing Site Rules		NB	60.40	61.10	62.60	2.45%
Site Licence Application Fees	Band 1 - 1-10 pitches	NB	388.20	392.50	402.30	2.50%
	Band 2 - 11-50 pitches	NB	453.60	458.60	470.10	2.51%
	Band 3 - 51-99 pitches	NB	631.40	638.30	654.30	2.51%
	Band 4 - 100-199 pitches	NB	762.30	770.70	790.00	2.50%
	Band 5 - 200+ pitches	NB	943.50	953.90	977.70	2.50%
Application to transfer a site licence	Band 1 - 1-10 pitches	NB	77.60	78.50	80.50	2.55%
	Band 2 - 11-50 pitches	NB	90.70	91.70	94.00	2.51%
	Band 3 - 51-99 pitches	NB	126.30	127.70	130.90	2.51%
	Band 4 - 100-199 pitches	NB	152.50	154.20	158.10	2.53%
	Band 5 - 200+ pitches	NB	188.70	190.80	195.60	2.52%
Application to amend a site licence	Band 1 - 1-10 pitches	NB	129.40	130.80	134.10	2.52%
	Band 2 - 11-50 pitches	NB	151.20	152.90	156.70	2.49%
	Band 3 - 51-99 pitches	NB	210.50	212.80	218.10	2.49%
	Band 4 - 100-199 pitches	NB	254.10	256.90	263.30	2.49%
	Band 5 - 200+ pitches	NB	314.50	318.00	326.00	2.52%

DISCRETIONARY & STATUTORY FEES 2018/19

Other Charges

Item	Description/Comments	VAT Indicator	Charge 2016/17 £	Charge 2017/18 £	Proposed Charge 2018/19 £	Increase / Decrease on 2017/18 %
Allotment Rents						
Plot rent		EX	6.00	6.00	6.00	0.00%
Key Deposit		EX	25.00	25.00	25.00	0.00%
Concessionary rate rent	50% for 1st 5 perch,full price after	EX	3.00	3.00	3.00	0.00%
Council Tax Collection						
Court costs	Summons costs	NB	60.00	61.00	60.00	-1.64%
	Liability orders	NB	65.00	66.00	65.00	-1.52%
Business Rates						
Court costs	Summons costs	NB	0.00	0.00	0.00	0.00%
	Liability orders	NB	180.00	182.00	180.00	-1.10%
Homelessness						
Copy of File		VT	13.80	14.00	10.00	-28.57%
Private Sector Housing						
Charge for service of enforcement notices Housing Act 2004	Incorporating improvement notices, prohibition orders, emergency remedial action, emergency prohibition orders, demolition orders	NB	300.00 per notice	300.00 per notice	300.00 per notice	N/A
Charge to carry out inspections in respect of a UK entry application		NB	83.00	84.00	86.00	2.38%
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	300.00	303.00	311.00	2.64%
Charge for making an emergency prohibition order - Housing Act 2004		NB	200.00	202.00	207.00	2.48%
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	N/A
Penalty Charge notices - the smoke and carbon monoxide alarm regulations 2015	First Offence £1500,an early payment will attract a discount of 25% making it £1,125	NB	1500.00	1517.00	2500.00	N/A
	For subsequent offences the penalty will be £3,500 to deter continued non-compliance.No early payment discount would apply	NB	3500.00	3539.00	5000.00	N/A
House in Multiple Occupation Licence Fee	Five Year Licence - 1st property	NB	383.00	387.00	397.00	2.58%
	Five Year Licence - subsequent properties	NB	352.00	356.00	365.00	2.53%
ABC Lettings						
Management charge	Agreed with landlord	VT	10% -12.5%	10% -12.5%	10% -12.5%	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%
Sewerage Services						
Unmeasured Water - Supplies to premises without rateable value		EX	337.71	341.00	350.00	n/a

DISCRETIONARY & STATUTORY FEES 2018/19

Other Charges

Item	Description/Comments	VAT Indicator	Charge 2016/17 £	Charge 2017/18 £	Proposed Charge 2018/19 £	Increase / Decrease on 2017/18 %
Tourist Information Service						
Ticket Sales - Charitable Organisations	Per ticket VAT charged on commission	VT	10%	10%	10%	0.00%
Ticket Sales - Commercial	Per ticket VAT charged on commission	VT	10%	10%	10%	0.00%
Ticket Sales - Revelations St. Mary's	Per Ticket 10% charge of face value to customers	VT	10%	10%	10%	0.00%
West End Theatre Tokens	Per ticket VAT charged on commission	VT	5%	5%	5%	0.00%
Accommodation Booking Fees	Set fee paid by customer	VT	5.00	5.00	5.00	0.00%
Ticket Sales - Leas Cliff Hall	Per ticket (no commission paid by organisations)	VT	1.25	1.26	1.25	-0.79%
Credit Card Payments	Charge per booking on Agency Sales	VT	1.50	1.52	1.50	0.00%

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