Budget book
2019 - 20

Budget book
2019-20

ASHFORD
BOROUGH COUNCIL

ASHFORD

This page has been intentionally left blank

ASHFORD BOROUGH COUNCIL

BUDGET BOOK 2019/20

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 & Development	36
Finance and IT	44
HR and Customer Services	60
Housing General Fund	64
Community Safety & Wellbeing	72
Environmental & Land Management	78
Corporate Property & Projects	84
Culture	88
Capital Charges & Net Interest	96
HOUSING REVENUE ACCOUNT	98
CAPITAL PROGRAMME	106
FEES AND CHARGES	108

This page has been intentionally left blank

ASHFORD BOROUGH COUNCIL

BUDGET 2019/20

Introduction

This Budget Book shows the Council's revenue estimates for 2019/20, the Capital Programme 2019/20 to 2021/22 and the Fees and Charges effective rom 1st April 2019.

The budget is set against the uncertainty of leaving the European Union and represents that final year of the four year funding settlement which the Council accepted in October 2016, and reduced the revenue support grant to zero for this budget.

Government is currently consulting on a new funding model for local authorities and this will be in place or the 2020/21 budget.

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

This budget book also includes the NNDR1 form which is the estimate for business rate income for the coming year. This reflects the end of the 100% business rates pilot which the Council was part of in 2018/19.

This page has been intentionally left blank

COUNCIL TAX STATISTICS

2018/19		2019/20	
No	**COUNCIL TAX**	**No**	
45,680	Tax Base	46,500	
£	Band D Rates:	**£**	**% Increase**
157.50	Ashford Borough Council	162.50	3.17%
1,237.68	Kent County Council	1,299.42	4.99%
169.15	Kent Police Authority	193.15	14.19%
75.51	Kent and Medway Fire Authority	77.76	2.98%
1,639.84		**1,732.83**	**5.67%**
	PRECEPTS		
7,194,600	Ashford Borough Council	7,556,250	
56,537,222	Kent County Council	60,423,030	
7,726,772	Kent Police Authority	8,981,475	
3,350,628	Kent and Medway Fire Authority	3,615,840	
1,614,400	Parish Councils	2,052,799	
76,423,622		**82,629,394**	

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
2019/20	162.50	1,299.42	193.15	77.76	1,732.83
2018/19	157.50	1,237.68	169.15	75.51	1,639.84
2017/18	154.00	1,178.82	157.15	73.35	1,563.32
2016/17	150.00	1,133.55	152.15	72.00	1,507.70
2015/16	145.45	1,089.99	147.15	70.65	1,453.24
2014/15	145.45	1,068.66	144.28	69.30	1,427.69
2013/14	145.45	1,047.78	141.47	67.95	1,402.65
2012/13	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
2010/11	140.67	1,047.78	138.68	67.95	1,395.08

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 £8.47 (Crundale) to £157.67 (Tenterden). The total of all Parish Precepts is £2,052,799, an increase of 27.2% over 2018/19.

CALCULATION OF THE BUDGET REQUIREMENT AND COUNCIL TAX AT BAND D		
	£	£
Gross Expenditure - General Fund	70,727,420	
Gross Expenditure - HRA	28,388,950	
Parish Precepts	2,052,799	
		101,169,169
Less Gross Income	(83,884,630)	
		(83,884,630)
NET EXPENDITURE		17,284,539
New Homes Bonus	(2,954,410)	
Retained Business Rates and S31 Grants	(4,721,050)	
		(7,675,460)
BUDGET REQUIREMENT		9,609,079
Less Parish Precepts		(2,052,799)
Council Tax Requirement		7,556,280
Council Tax Base		46,500
Band 'D' Council Tax		162.50
Average including Parishes		206.65

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 £162.50 Band D multiplied by item 1 above to give the Council Tax for the year in respect of valuation band	108.33	126.39	144.44	162.50	198.61	234.72	270.83	325.00
3.	Precepts issued to the Council								
	1. Kent County Council	866.28	1010.66	1155.04	1299.42	1588.18	1876.94	2165.70	2598.84
	2. Kent Police Authority	128.77	150.23	171.69	193.15	236.07	278.99	321.92	386.30
	3. Kent and Medway Fire Rescue Authority (provisional figure).	51.84	60.48	69.12	77.76	95.04	112.32	129.60	155.52
4.	The total of items 2 and 3 above, which is the full Council Tax before Parish precepts for 2016/17	1155.22	1347.76	1540.29	1732.83	2117.90	2502.97	2888.05	3465.66

PARISH EXPENDITURE AND PRECEPTS 2019/20

Local tax base 2019/20	Parish	Precept 2018/2019 Charged to taxpayers	2018/2019 Local Tax at Band D	Precept 2019/20		Total	Percentage Change in Precept	Local tax (at Band D)	Percentage change	Concurrent grant allocated	Amount claimed 2019/2020	Total paid to Parish 2019/2020
				Charged to taxpayers	Council tax support grant							
		£		£	£			£		£	£	
621.23	Aldington & Bonnington	29,118.00	48.02	30,764.00	962	31,726.00	6%	49.52	3%	860.00	860	32,586
351.84	Appledore	26,000.00	76.95	26,000.00	853.00	26,853.00	0%	73.90	-4%	1,050.00	1,050	27,903.00
721.90	Bethersden	23,000.00	32.58	29,300.00	985	30,285.00	27%	40.59	25%	620.00	620	30,905
1,119.36	Biddenden	52,308.66	47.16	53,877.92	1,361	55,238.92	3%	48.13	2%	430.00	430	55,669
150.09	Bilsington	4,375.00	30.47	4,405.00	115	4,520.00	1%	29.35	-4%	280.00	280	4,800
1,049.95	Boughton Aluph and Eastwell	26,280.00	25.22	26,280.00	1,126	27,406.00	0%	25.03	-1%	790.00	790	28,196
602.00	Brabourne	35,000.00	59.27	40,000.00	355	40,355.00	14%	66.44	12%	530.00	530	40,885
166.28	Brook	7,170.00	44.42	7,800.00	25	7,825.00	9%	46.91	6%	280.00	280	8,105
472.88	Challock	15,800.00	32.53	17,745.00	255	18,000.00	12%	37.53	15%	690.00	690	18,690
1,351.14	Charing	90,582.00	70.60	113,825.00	2,548	116,373.00	26%	84.24	19%	2,650.00	2,650	119,023
751.17	Chilham	36,883.00	48.93	29,088.00	1,264	30,352.00	-21%	38.72	-21%	1,040.00	1,040	31,392
94.46	Crundale (PM)	200.00	2.17	800.00	16	816.00	300%	8.47	290%	280.00	280	1,096
508.40	Egerton	18,329.00	36.30	18,418.00	462	18,880.00	0%	36.23	0%	660.00	660	19,540
171.93	Godmersham	5,420.00	32.02	5,420.00	91	5,511.00	0%	31.52	-2%	280.00	280	5,791
2,541.34	Great Chart with Singleton	177,271.00	73.11	206,399.00	3,624	210,023.00	16%	81.22	11%	2,770.00	2,770	212,793
116.81	Hastingleigh	2,980.00	26.44	3,500.00	57	3,557.00	17%	29.96	13%	280.00	280	3,837
779.47	High Halden	33,054.00	45.03	33,054.00	1,026	34,080.00	0%	42.41	-6%	750.00	750	34,830
289.95	Hothfield	9,500.00	35.15	9,500.00	1,137	10,637.00	0%	32.76	-7%	280.00	280	10,917
109.53	Kenardington	4,830.00	44.54	5,180.00	172	5,352.00	7%	47.29	6%	280.00	280	5,632
3,886.64	Kennington	-	0.00	97,175.00	0	97,175.00	n/a	25.00	n/a	0.00	0	97,175
4,358.78	Kingsnorth	210,570.00	48.51	247,500.00	4,079	251,579.00	18%	56.78	17%	590.00	590	252,169
131.31	Little Chart	6,000.00	46.38	6,100.00	45	6,145.00	2%	46.46	0%	320.00	320	6,465.00
1,255.50	Mersham and Sevington	15,130.00	18.25	19,500.00	781	20,281.00	29%	15.53	-15%	370.00	370	20,651
108.19	Molash	4,000.00	36.87	4,000.00	200	4,200.00	0%	36.97	0%	280.00	280	4,480
97.45	Newenden	4,975.00	49.62	4,975.00	100	5,075.00	0%	51.05	3%	280.00	280	5,355
658.79	Orlestone	20,300.00	34.69	20,272.00	978	21,250.00	0%	30.77	-11%	280.00	280	21,530
489.24	Pluckley	47,124.00	97.03	47,124.00	619	47,743.00	0%	96.32	-1%	780.00	780	48,523
677.09	Rolvenden	31,433.28	45.78	37,194.00	1,158	38,352.00	18%	54.93	20%	1,910.00	1,910	40,262
350.53	Ruckinge	10,000.00	29.88	10,000.00	331	10,331.00	0%	28.53	-5%	280.00	280	10,611
526.44	Shadoxhurst	17,000.00	31.56	18,000.00	676	18,676.00	6%	34.19	8%	410.00	410	19,086
641.31	Smarden	29,640.00	45.38	29,640.00	639	30,279.00	0%	46.22	2%	600.00	600	30,879
371.91	Smeeth	23,047.00	63.63	23,738.00	564	24,302.00	3%	63.83	0%	370.00	370	24,672
1,465.93	South Willesborough & Newtown	-	0.00	52,812.00	0	52,812.00	n/a	36.03	n/a	0.00	0	52,812
793.23	Stanhope	16,158.00	21.51	16,158.00	4,310	20,468.00	0%	20.37	-5%	280.00	280	20,748
204.67	Stone	5,500.00	27.24	5,500.00	300	5,800.00	0%	26.87	-1%	280.00	280	6,080
3,638.89	Tenterden (TC)	415,914.00	115.76	573,757.00	5,377	579,134.00	38%	157.67	36%	3,360.00	3,360	582,494
153.90	Warehorne	4,500.00	26.17	4,650.00	115	4,765.00	3%	30.22	15%	280.00	280	5,045
508.13	Westwell	15,985.00	49.14	24,367.00	206	24,573.00	52%	47.95	-2%	1,730.00	1,730	26,303
548.36	Wittersham	24,515.00	46.61	25,005.00	817	25,822.00	2%	45.60	-2%	1,580.00	1,580	27,402
837.82	Woodchurch	24,800.00	29.30	24,800.00	1,124	25,924.00	0%	29.60	1%	1,150.00	1,150	27,074
1,038.09	Wye with Hinxhill	89,708.00	87.25	99,176.00	2,077	101,253.00	11%	95.54	10%	300.00	300	101,553
34,711.97		1,614,399.94	1,761.47	2,052,798.92	40,930.00	2,093,728.92				30,230.00	30,230	2,123,959

NON- DOMESTIC RATES STATISTICS			
2018/19			**2019/20**
48.0	Rate in the pound :	Rateable Value below £51,000	49.1
49.3		Rateable Value £51,000 and above	50.4
£128,186,716	Rateable Value		£127,925,772
4,735	Number of rateable premises (per NNDR 1 Return)		4,774
£51,897,469	Net Yield		£51,314,402

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 50.4p to 49.1p.

NATIONAL NON-DOMESTIC RATES RETURN - NNDR1
2019-20

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	49,715,914
TRANSITIONAL PROTECTION PAYMENTS	
2. Sums due to the authority	290,085
3. Sums due from the authority	0
COST OF COLLECTION (See Note A)	
4. Cost of collection formula	189,084
5. Legal costs	0
6. Allowance for cost of collection	189,084
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)	123,000
of which:	
10. sums retained by billing authority	123,000
11. sums retained by major precepting authority	0
12. Amounts retained in respect of Shale Gas Schemes (see Note C)	0
NON-DOMESTIC RATING INCOME	
13. Line 1 plus line 2, minus lines 3, 6 - 9 and 12	49,693,915

PART 1B: PAYMENTS

The payments to be made, during the course of **2019-20** 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	£	£	£	£	£
14. % of non-domestic rating income to be allocated to each authority in 2019-20	50%	40%	9%	1%	100%
Non-Domestic Rating Income for 2019-20					
15. Non-domestic rating income from rates retention scheme	24,846,958	19,877,566	4,472,452	496,939	49,693,915
16.(less) deductions from central share	0	0	0	0	0
17 **TOTAL:**	24,846,958	19,877,566	4,472,452	496,939	49,693,915
Other Income for 2019-20					
18. add: cost of collection allowance		189,084			189,084
19. add: amounts retained in respect of Designated Areas		0			0
20. add: amounts retained in respect of renewable energy schemes		123,000	0		123,000
21. add: amounts retained in respect of shale gas schemes		0	0	0	0
22. add: qualifying relief in Designated Areas		0	0	0	0
23. add: City of London Offset		0			0
24. add: additional retained Growth in Pilot Areas		0	0	0	0
25. add: in respect of Port of Bristol hereditament		0			0
Estimated Surplus/Deficit on Collection Fund	£	£	£	£	£
Percentages to be used to distribute the collection fund surplus deficit					
26. % for distribution of "in-year" surplus/deficit (ie 2018-19)	0%	40%	59%	1%	100%
26a. "In-year surplus (positive) /deficit (negative)	0	696,758	1,027,717	17,419	1,741,894
27. % for distribution of "prior-year" surplus/deficit (ie 2017-18)	50%	40%	9%	1%	100%
27a. "Prior-year" surplus (positive) / deficit (negative)	-746,571	-597,256	-134,383	-14,931	-1,493,141
28. Estimated Surplus/Deficit at end of 2018-19	-746,571	99,502	893,334	2,488	248,753
TOTAL FOR THE YEAR	£	£	£	£	£
29. Total amount due to authorities	24,100,387	20,289,152	5,365,786	499,427	50,254,752

NATIONAL NON-DOMESTIC RATES RETURN - NNDR1
2019-20

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

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 (March and November) & 2018 (October) Budgets

	Column 2 **Ashford**	Column 3 **Kent County Council**	Column 4 **Kent Fire Authority**	Column 5 **Total**
	£	£	£	£
Multiplier Cap				
30. Cost of cap on 2014-15, 2015-16 and post-2018-19 small business rates multipliers	651,750	145,742	16,194	813,686
Small Business Rate Relief				
31. Cost of doubling SBRR & threshold changes for 2019-20	1,360,652	306,147	34,016	1,700,815
31a. Additional compensation for loss of supplementary multipler income	83,974	18,894	2,099	104,967
32. Cost to authorities of maintaining relief on "first" property	5,871	1,321	147	7,339
Rural Rate Relief				
33. Cost to authorities of providing 100% rural rate relief	4,792	1,078	120	5,990
Local Newspaper Temporary Relief				
34. Cost to authorities of providing relief	0	0	0	0
Supporting Small Businesses Relief				
35. Cost to authorities of providing relief	11,693	2,631	292	14,616
Discretionary Scheme				
36. Cost to authorities of providing relief	28,913	6,505	723	36,141
Designated Areas qualifying relief in 100% pilot areas				
37. Cost to authorities of providing relief	0	0	0	0
Telecoms Relief				
38. Cost to authorities of providing relief	0	0	0	0
Retail discount				
39. Cost to authorities of providing relief	603,548	135,799	15,089	754,436
TOTAL FOR THE YEAR	£	£	£	£
40. Amount of Section 31 grant due to authorities to compensate for reliefs	2,751,193	618,117	68,680	3,437,990

NB To determine the amount of S31 grant due to it, the authority will have to add / deduct from the amount shown in line 40, a sum to reflect the adjustment to tariffs / top-ups in respect of the multiplier cap (See notes for Line 40)

PROVISIONAL NATIONAL NON-DOMESTIC RATES RETURN - NNDR1
2019-20

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) - see Note E	£	£	£
1. Rateable Value at 16/01/2019	127,925,772	0	127,925,772
2. Small business rating multiplier for 2019-20 (pence) 49.1			
3. Gross rates 2019-20 (RV x multiplier)	62,811,554	0	
4. Estimated growth/decline in gross rates (+ = increase, - = decrease)	450,000	0	
5. Forecast gross rates payable in 2019-20	63,261,554	0	63,261,554
TRANSITIONAL ARRANGEMENTS (See Note F)			
6. Revenue foregone because increases in rates have been deferred (Show as -ve)	-713,539	0	-713,539
7. Additional income received because reductions in rates have been deferred (Show as +ve)	423,454	0	423,454
8. Net cost of transitional arrangements	-290,085	0	
9. Changes as a result of estimated growth / decline in cost of transitional arrangements (+ = decline, - = increase)		0	
10. Forecast net cost of transitional arrangements	-290,085	0	-290,085
TRANSITIONAL PROTECTION PAYMENTS (See Note F(a))			
11. Sum due to/(from) authority	290,085	0	290,085
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 2019-20	-4,851,630	0	-4,851,630
13. of which: relief on existing properties where a 2nd property is occupied	-14,214	0	-14,214
14. Additional yield from the small business supplement (Show as +ve)	1,200,092	0	1,200,092
15. Net cost of small business rate relief (line 12 + line 14)	-3,651,538	0	-3,651,538
Charitable occupation			
16. Forecast of relief to be provided in 2019-20	-3,861,055	0	-3,861,055
Community Amateur Sports Clubs (CASCs)			
17. Forecast of relief to be provided in 2019-20	-95,344	0	-95,344
Rural rate relief			
18. Forecast of relief to be provided in 2019-20	-11,602	0	-11,602

PROVISIONAL NATIONAL NON-DOMESTIC RATES RETURN - NNDR1
2019-20

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 2019-20 (Sum of lines 15 to 18)	-7,619,539	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 2019-20	-7,919,539	0	-7,919,539
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 2019-20	0	0	0
Empty premises			
23. Forecast of 'relief' to be provided in 2019-20	-1,412,597	0	-1,412,597
24. Forecast of unoccupied property 'relief' to be provided in 2019-20 (Line 22 + line 23)	-1,412,597	0	
25. Changes as a result of estimated growth/decline in unoccupied property 'relief' (+ = decline, - = increase)	-350,000	0	
26. Total forecast unoccupied property 'relief' to be provided in 2019-20	-1,762,597	0	-1,762,597
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 2019-20	-163,604	0	-163,604
Non-profit making bodies			
28. Forecast of relief to be provided in 2019-20	-50,000	0	-50,000
Community Amateur Sports Clubs (CASCs)			
29. Forecast of relief to be provided in 2019-20	-13,867	0	-13,867
Rural shops etc			
30. Forecast of relief to be provided in 2019-20	0	0	0
Small rural businesses			
31. Forecast of relief to be provided in 2019-20	-46,293	0	-46,293
Other ratepayers			
32. Forecast of relief to be provided in 2019-20	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
2019-20

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 2019-20 (Sum of lines 27 to 32)	-273,764	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 2019-20	-323,764	0	-323,764
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 2019-20	-11,602	0	-11,602
Local Newspaper Relief			
39. Forecast of relief to be provided in 2019-20	0	0	0
Supporting Small Businesses Relief			
40. Forecast of relief to be provided in 2019-20	-28,310	0	-28,310
Discretionary Scheme			
41. Forecast of relief to be provided in 2019-20	-70,000	0	-70,000
Telecoms Relief (see Note L)			
42. Forecast of relief to be provided in 2019-20	0	0	0
Retail Discount			
43. Forecast of relief to be provided in 2019-20	-1,461,255	0	-1,461,255
44. Forecast of discretionary reliefs funded through S31 grant to be provided in 2019-20 (Sum of lines 38 to 43)	-1,571,167	0	
45. Changes as a result of estimated growth/decline in Section 31 discretionary relief (+ = decline, - = increase)	-80,000	0	
46. Total forecast of discretionary reliefs funded through S31 grant to be provided in 2019-20	-1,651,167	0	-1,651,167
NET RATES PAYABLE			
	£	**£**	**£**
47. Forecast of net rates payable by rate payers after taking account of transitional adjustments, unoccupied property relief, mandatory and discretionary reliefs	51,314,402	0	51,314,402

PROVISIONAL NATIONAL NON-DOMESTIC RATES RETURN - NNDR1
2019-20

Local Authority : Ashford

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** Do not complete this column	**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	51,314,402	0	51,314,402
(LESS) LOSSES			
2. Estimated bad debts in respect of 2019-20 rates payable	-213,000	0	-213,000
3. Estimated repayments in respect of 2019-20 rates payable	-1,385,488	0	-1,385,488
COLLECTABLE RATES			
4. Net Rates payable less losses	49,715,914	0	49,715,914
DISREGARDED AMOUNTS			
5. Renewable Energy	123,000	0	123,000
6. Shale Gas (see Note C)	0	0	0
7. Transitional Protection Payment		0	
8. Baseline		0	
DISREGARDED AMOUNTS			
9. Total Disregarded Amounts		0	0
DESIGNATED AREAS IN 100% PILOT AREAS			
10. Designated Areas Qualifying Relief	0	0	0
DEDUCTIONS FROM CENTRAL SHARE			
11. Designated Areas Qualifying Relief	0	0	0
Growth Pilot Areas			
12. Net Rates payable for Growth Baseline comparison	0		0
13. Growth Baseline	0		0
14. Additional Growth in 'Growth Pilot' Areas	0		0
Port of Bristol			
15. In respect of Port of Bristol: Not applicable	0		0
DEDUCTIONS FROM CENTRAL SHARE			
16. Total Deductions	0	0	0

PROVISIONAL NATIONAL NON-DOMESTIC RATES RETURN - NNDR1
2019-20

Local Authority : Ashford

PART 4: ESTIMATED COLLECTION FUND BALANCE

	£	£
OPENING BALANCE		
1. Opening Balance (From Collection Fund Statement)		-1,800,426
BUSINESS RATES CREDITS AND CHARGES		
2. Business rates credited and charged to the Collection Fund in 2018-19	51,247,184	
3. Sums written off in excess of the allowance for non-collection	-50,116	
4. Changes to the allowance for non-collection	-456,516	
5. Amounts charged against the provision for appeals following RV list changes	248,000	
6. Changes to the provision for appeals	-285,034	
7. Total business rates credits and charges (Total lines 2 to 6)		50,703,518
OTHER RATES RETENTION SCHEME CREDITS		
8. Transitional protection payments received, or to be received in 2018-19	155,596	
9. Transfers/payments to the Collection Fund for end-year reconciliations	0	
10. Transfers/payments into the Collection Fund in 2018-19 in respect of a previous year's deficit	307,285	
11. Total Other Credits (Total lines 8 to 10)		462,881
OTHER RATES RETENTION SCHEME CHARGES		
12. Transitional protection payments made, or to be made, in 2018-19	0	
13. Payments made, or to be made, to the Secretary of State in respect of the central share in 2018-19	0	
14 Payments made, or to be made to, major precepting authorities in respect of business rates income in 2018-19	-29,298,728	
15. Transfers made, or to be made, to the billing authority's General Fund in respect of business rates income in 2018-19	-19,532,485	
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 2018-19	-286,007	
17. Transfers/payments from the Collection Fund for end-year reconciliations	0	
18. Transfers/payments made from the Collection Fund in 2018-19 in respect of a previous year's surplus	0	
19. Total Other Charges (Total lines 12 to 18)		-49,117,220

ESTIMATED SURPLUS/(DEFICIT) ON COLLECTION FUND IN RESPECT OF FINANCIAL YEAR 2018-19 - Surplus (positive), Deficit (Negative)

	£
20. Opening balance plus total credits, less total charges (Total lines 1, 7, 11 &19)	248,753

This page has been intentionally left blank

REVENUE BUDGET				
SERVICE SUMMARY				
Actuals 2017/18 £	**Budget 2018/19 £**	**Projected Outturn 2018/19 £**	**Service**	**Budget 2019/20 £**
1,281,734	1,218,170	1,193,210	Corporate Policy, Economic Development & Communications	1,328,560
1,425,945	1,414,090	1,544,084	Legal & Democratic Services	1,352,760
1,660,794	1,787,440	1,766,562	Planning	2,120,500
4,609,306	3,668,940	3,624,495	Finance & IT	3,852,960
19,732	105,010	102,170	HR & Customer Services	140,070
1,136,195	689,780	903,713	Housing General Fund Services	964,100
442,206	569,470	493,868	Community Safety and Wellbeing	(292,700)
4,724,330	5,186,090	5,035,930	Environmental & Land Management	5,254,840
(1,430,142)	(1,570,900)	(1,313,937)	Corporate Property & Projects	(2,290,400)
3,325,684	3,246,060	3,273,550	Culture	3,295,240
17,195,784	**16,314,150**	**16,623,645**	**Service Expenditure**	**15,725,930**
(2,897,466)	(3,387,820)	(3,441,870)	Capital Charges & Net Interest	(2,492,440)
249,629	256,250	256,250	Levies	259,130
2,347,782	1,228,180	1,228,180	Contribution to Balances	1,739,120
16,895,729	**14,410,760**	**14,666,205**	**ABC Budget Requirement**	**15,231,740**
			Income	
(710,713)	0	0	Government Grant	0
(5,292,227)	(4,537,670)	(4,537,670)	Retained Business Rates & S31 Grants	(4,721,050)
(3,401,256)	(2,478,400)	(2,478,400)	New Homes Bonus	(2,954,410)
(7,495,797)	(7,394,690)	(7,394,690)	Council Tax	(7,556,280)
(4,264)	**0**	**255,445**		**0**

SUBJECTIVE ANALYSIS - 2019/20 Estimate							
	Corporate Policy, Economic Development & Communications	**Legal and Democracy**	**Planning and Development**	**Finance & IT**	**HR & Customer Services**	**Housing Services**	**Community Safety & Wellbeing**
EXPENDITURE							
Employees	861,990	1,268,550	2,814,720	5,162,230	1,181,310	1,029,980	2,101,040
Premises	-	2,800	800	2,000	-	1,922,700	663,690
Supplies and Services	531,320	600,450	445,140	37,059,830	127,760	1,242,150	517,020
Transport	22,800	56,710	118,900	51,630	10,800	52,140	98,930
TOTAL EXPENDITURE	**1,416,110**	**1,928,510**	**3,379,560**	**42,275,690**	**1,319,870**	**4,246,970**	**3,380,680**
INCOME							
Grants	-	(16,300)	(44,650)	(35,380,500)	-	(698,010)	(75,500)
Fees & Charges	(14,800)	(133,240)	(2,040,880)	(1,647,500)	(47,900)	(2,229,300)	(3,815,560)
TOTAL INCOME	**(14,800)**	**(149,540)**	**(2,085,530)**	**(37,028,000)**	**(47,900)**	**(2,927,310)**	**(3,891,060)**
NET CONTROLLABLE EXPENDITURE	**1,401,310**	**1,778,970**	**1,294,030**	**5,247,690**	**1,271,970**	**1,319,660**	**(510,380)**
NON CONTROLLABLE ITEMS							
Support Services	157,410	583,450	1,289,170	2,786,820	327,780	470,850	1,731,960
Capital Charges	-	7,100	-	5,000	21,300	135,200	23,800
Recharges	(143,850)	(1,077,010)	(462,700)	(4,186,550)	(1,464,980)	(966,610)	(1,478,080)
Transfers to/from Reserves	(86,310)	60,250	-	-	(16,000)	5,000	(60,000)
TOTAL NON-CONTROLLABLE ITEMS	**(72,750)**	**(426,210)**	**826,470**	**(1,394,730)**	**(1,131,900)**	**(355,560)**	**217,680**
NET EXPENDITURE	**1,328,560**	**1,352,760**	**2,120,500**	**3,852,960**	**140,070**	**964,100**	**(292,700)**

	Environment & Land Management	**Corporate Property & Projects**	**Culture**	**General Fund**	**Capital Charges and Net interest**	**HRA**	**Total**
EXPENDITURE							
Employees	1,510,990	1,234,070	718,070			2,371,410	20,254,360
Premises	467,340	2,589,260	295,130			4,181,120	10,124,840
Supplies and Services	4,159,270	198,080	730,890	1,998,250	2,310,730	1,148,670	51,069,560
Transport	215,540	50,240	30,680			126,530	834,900
TOTAL EXPENDITURE	**6,353,140**	**4,071,650**	**1,774,770**	**1,998,250**	**2,310,730**	**7,827,730**	**82,283,660**
INCOME							-
Grants	(272,000)	-	(42,140)	(15,231,740)		(2,999,850)	(54,760,690)
Fees & Charges	(1,183,190)	(5,372,290)	(172,010)		(3,050,570)	(24,953,800)	(44,661,040)
TOTAL INCOME	**(1,455,190)**	**(5,372,290)**	**(214,150)**	**(15,231,740)**	**(3,050,570)**	**(27,953,650)**	**(99,421,730)**
							-
NET CONTROLLABLE EXPENDITURE	**4,897,950**	**(1,300,640)**	**1,560,620**	**(13,233,490)**	**(739,840)**	**(20,125,920)**	**(17,138,070)**
NON CONTROLLABLE ITEMS							-
Support Services	1,245,740	775,030	706,610			2,718,280	12,793,100
Capital Charges	98,400	504,400	957,400		(1,752,600)	17,944,810	17,944,810
Recharges	(1,031,010)	(2,100,190)	-			(101,870)	(13,012,850)
Transfers to/from Reserves	43,760	(169,000)	70,610	1,739,120		-	1,587,430
TOTAL NON-CONTROLLABLE ITEMS	**356,890**	**(989,760)**	**1,734,620**	**1,739,120**	**(1,752,600)**	**20,561,220**	**19,312,490**
							-
NET EXPENDITURE	**5,254,840**	**(2,290,400)**	**3,295,240**	**(11,494,370)**	**(2,492,440)**	**435,300**	**2,174,420**

Analysis of Estimated Reserves							
		2018/19			2019/20		
	Balance at 31st March 2018 £'000	Transfers In £'000	Transfers Out £'000	Balance at 31st March 2019 £'000	Transfers In £'000	Transfers Out £'000	Balance at 31st March 2020 £'000
General Fund Balance	(2,552)	0	100	(2,452)	(345)	500	(2,297)
	(2,552)	**0**	**100**	**(2,452)**	**(345)**	**500**	**(2,297)**
Earmarked Reserves							
Business Rate Income Res	(1,387)		200	(1,187)		260	(927)
Elections	(189)	(40)		(229)	(40)	140	(129)
Green Transport Initiatives	(60)			(60)			(60)
Land Searches Reserve	(162)			(162)			(162)
Members' IT	(18)	(5)		(23)	(5)	28	0
New Homes Bonus	(3,312)	(825)	1,550	(2,587)	(888)	800	(2,675)
New Initiatives Reserve	(2,829)		500	(2,329)		600	(1,729)
Planning Delivery Grant	(380)		380	0			0
Repairs & Renewals	(1,305)	(290)	240	(1,355)	(290)	540	(1,105)
Section 106 Monitoring Fee	(162)		20	(142)		20	(122)
Economic Risk Reserve	(200)	(500)		(700)	(250)		(950)
Service Pressure Reserve	(979)			(979)			(979)
Small property maintenance reserves	(69)	(5)		(74)	(5)		(79)
Stour Centre	(211)	(72)		(283)			(283)
Transport Initiatives	(34)			(34)			(34)
Refugee Reserve	(82)		50	(32)		32	0
Revenue Grants	(215)			(215)			(215)
Developer Contributions							
S106 Unapplied Grants	(5,608)		500	(5,108)		500	(4,608)
Commuted Sums Unapplied Grants	(814)		180	(634)		180	(454)
Spg6 Unapplied Grants	(897)		200	(697)		200	(497)
Total Earmarked Reserves	**(18,913)**	**(1,737)**	**3,820**	**(16,830)**	**(1,478)**	**3,300**	**(15,008)**

This page has been intentionally left blank

REVENUE BUDGET				
Corporate Policy, Economic Development & Communications				
ACTUAL 2017/18 £	**ESTIMATE 2018/19 £**	**PROJECTED OUTTURN 2018/19 £**	**DETAIL**	**ESTIMATE 2019/20 £**
342,826	245,100	245,100	Policy and Performance	256,290
348,115	425,520	429,180	Communications & Marketing	433,080
433,158	476,150	479,550	Economic Development	639,330
157,635	71,400	39,380	Chilmington	(140)
1,281,734	**1,218,170**	**1,193,210**	**SERVICE EXPENDITURE**	**1,328,560**

SUBJECTIVE ANALYSIS - 2019/20 ESTIMATE Corporate Policy, Economic Development & Communications					
	Policy and Performance	**Communications & Marketing**	**Economic Development**	**Chilmington**	**Total**
EXPENDITURE					
Employees	298,400	284,720	245,870	33,000	861,990
Premises	-	-	-	-	-
Supplies and Services	40,250	119,550	320,620	50,900	531,320
Transport	5,490	5,630	9,410	2,270	22,800
TOTAL EXPENDITURE	344,140	409,900	575,900	86,170	1,416,110
INCOME					
Grants	-	-	-	-	-
Fees & Charges	-	(13,000)	(1,800)	-	(14,800)
TOTAL INCOME	-	(13,000)	(1,800)	-	(14,800)
NET CONTROLLABLE EXPENDITURE	**344,140**	**396,900**	**574,100**	**86,170**	**1,401,310**
NON CONTROLLABLE ITEMS					
Support Services	41,000	51,180	65,230	-	157,410
Capital Charges	-	-	-	-	-
Recharges	(128,850)	(15,000)	-	-	(143,850)
Transfers to/from Reserves	-	-	-	(86,310)	(86,310)
TOTAL NON-CONTROLLABLE ITEMS	(87,850)	36,180	65,230	(86,310)	(72,750)
NET EXPENDITURE	**256,290**	**433,080**	**639,330**	**(140)**	**1,328,560**

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 2017/18 £	**ESTIMATE 2018/19 £**	**PROJECTED OUTTURN 2018/19 £**	**DETAIL**	**ESTIMATE 2019/20 £**
			EXPENDITURE	
307,957	307,920	307,920	Employees	298,400
-	-	-	Premises	-
37,799	50,250	50,250	Supplies and Services	40,250
8,061	6,510	6,510	Transport	5,490
353,817	**364,680**	**364,680**	**TOTAL EXPENDITURE**	**344,140**
			INCOME	
-	-	-	Grants	-
(10)	-	-	Fees and Charges	-
353,807	**364,680**	**364,680**	**NET CONTROLLABLE EXPENDITURE**	**344,140**
			RECHARGES & CAPITAL CHARGES	
94,231	38,750	38,750	Support Services	41,000
-	-	-	Capital Charges	-
(105,212)	(133,330)	(133,330)	Recharges	(128,850)
-	(25,000)	(25,000)	Transfers to/from Reserves	-
342,826	**245,100**	**245,100**	**NET EXPENDITURE (Including Recharges and Capital Charges)**	**256,290**

ANALYSIS OF BUDGET VARIATIONS		
		COMMENTS
Base Budget 2018/19	**245,100**	
Employees	25,000	Regrading's - part of Restructure agreed April 2018
Employees	29,440	New Post - Policy & Research Assistant
Employees	(48,060)	Senior Policy, Performance and Scrutiny Officer post
Employees	(23,980)	Policy & Performance Manager post
Employees	8,080	NI/Super/Pay Award
Supplies and Services	(10,000)	Virement re Digital Transformation to Visitor & Contact Centre
Transport	(1,020)	
Support Services	2,250	
Recharges	4,480	
Transfers to/from Reserves	25,000	Policy & Performance Manager post
Base Budget 2019/20	**256,290**	

ANALYSIS OF BUDGET VARIATIONS		
		COMMENTS
Base Budget 2018/19	**245,100**	
Outturn 2018/19 (P6 Forecast)	**245,100**	

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 2017/18 £	ESTIMATE 2018/19 £	PROJECTED OUTTURN 2018/19 £	DETAIL	ESTIMATE 2019/20 £
			EXPENDITURE	
223,748	266,930	270,590	Employees	284,720
-	-	-	Premises	-
53,709	119,550	119,550	Supplies and Services	119,550
5,456	5,630	5,630	Transport	5,630
282,913	**392,110**	**395,770**	**TOTAL EXPENDITURE**	**409,900**
			INCOME	
-	-	-	Grants	-
(8,154)	-	-	Fees and Charges	(13,000)
274,760	**392,110**	**395,770**	**NET CONTROLLABLE EXPENDITURE**	**396,900**
			RECHARGES & CAPITAL CHARGES	
88,355	48,410	48,410	Support Services	51,180
-	-	-	Capital Charges	-
(15,000)	(15,000)	(15,000)	Recharges	(15,000)
-	-	-	Transfers to/from Reserves	-
348,115	**425,520**	**429,180**	**NET EXPENDITURE (Including Recharges and Capital Charges)**	**433,080**

ANALYSIS OF BUDGET VARIATIONS

		COMMENTS
Base Budget 2018/19	**425,520**	
Employees	5,720	NI/Super/pay award
Employees	7,070	increase in superannuation - New starters in scheme
Employees	5,000	Regrading
Support Services	2,770	
Fees & Charges	(13,000)	Advertising Income re Residents Magazine
Base Budget 2019/20	**433,080**	

ANALYSIS OF BUDGET VARIATIONS

		COMMENTS
Base Budget 2018/19	**425,520**	
Employees	3,660	Regrading
Outturn 2018/19 (P6 Forecast)	**429,180**	

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 2017/18 £	**ESTIMATE 2018/19 £**	**PROJECTED OUTTURN 2018/19 £**	**DETAIL**	**ESTIMATE 2019/20 £**
			EXPENDITURE	
209,046	241,090	241,090	Employees	245,870
-	-	-	Premises	-
177,653	190,030	190,030	Supplies and Services	320,620
10,727	9,490	9,490	Transport	9,410
397,426	**440,610**	**440,610**	**TOTAL EXPENDITURE**	**575,900**
			INCOME	
-	-	-	Grants	-
(1,778)	(5,000)	(1,600)	Fees and Charges	(1,800)
395,648	**435,610**	**439,010**	**NET CONTROLLABLE EXPENDITURE**	**574,100**
			RECHARGES & CAPITAL CHARGES	
37,510	40,540	40,540	Support Services	65,230
-	-	-	Capital Charges	-
-	-	-	Recharges	-
-	-	-	Transfers to/from Reserves	-
433,158	**476,150**	**479,550**	**NET EXPENDITURE (Including Recharges and Capital Charges)**	**639,330**

ANALYSIS OF BUDGET VARIATIONS		
		COMMENTS
Base Budget 2018/19	**476,150**	
Employees	4,780	NI/Super/pay awards
Supplies and Services	590	
Supplies and Services	130,000	Supporting place making activities
Transport	(80)	
Income	3,200	Reduction in farmers market rents
Support Services	24,690	
Base Budget 2019/20	**639,330**	

ANALYSIS OF BUDGET VARIATIONS		
		COMMENTS
Base Budget 2018/19	**476,150**	
Fees & Charges	3,400	Reduction in anticipated market rents
Outturn 2018/19 (P6 Forecast)	**479,550**	

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 2017/18 £	ESTIMATE 2018/19 £	PROJECTED OUTTURN 2018/19 £	DETAIL	ESTIMATE 2019/20 £
			EXPENDITURE	
120,126	126,480	97,030	Employees	33,000
712	-	-	Premises	-
30,029	-	-	Supplies and Services	50,900
5,643	5,380	2,810	Transport	2,270
156,510	**131,860**	**99,840**	**TOTAL EXPENDITURE**	**86,170**
			INCOME	
-	-	-	Grants	-
-	-	-	Fees and Charges	
156,510	**131,860**	**99,840**	**NET CONTROLLABLE EXPENDITURE**	**86,170**
			RECHARGES & CAPITAL CHARGES	
1,125	-	-	Support Services	-
-	-	-	Capital Charges	-
-	-	-	Recharges	-
-	(60,460)	(60,460)	Transfers to/from Reserves	(86,310)
157,635	**71,400**	**39,380**	**NET EXPENDITURE (Including Recharges and Capital Charges)**	**(140)**

ANALYSIS OF BUDGET VARIATIONS		
		COMMENTS
Base Budget 2018/19	**71,400**	
Employees	750	
Employees	(66,550)	CMO Lead Officer post removed
Employees	(22,280)	50% CMO Project Manager post transferred to Corporate Management.
Employees	(5,400)	50% Admin Support Officer post transferred to Corporate Management.
Supplies & Services	50,900	Consultancy Costs re managing the Chilmington programme.
Transport	(3,110)	
Transfer to/from Reserves	(25,850)	
Base Budget 2019/20	**(140)**	

ANALYSIS OF BUDGET VARIATIONS		
		COMMENTS
Base Budget 2018/19	**71,400**	
Employees	(29,450)	
Transport	(2,570)	
Outturn 2018/19 (P6 Forecast)	**39,380**	

REVENUE BUDGET				
Legal and Democracy				
ACTUAL 2017/18 £	**BUDGET 2018/19 £**	**PROJECTED OUTTURN 2018/19 £**	**DETAIL**	**ESTIMATE 2019/20 £**
983,036	852,470	852,489	Democratic Representation	825,050
380,085	503,210	498,685	Electoral Services	472,960
10,496	-	130,000	Legal	(4,500)
52,328	58,410	62,910	Mayor	59,250
1,425,945	**1,414,090**	**1,544,084**	**SERVICE EXPENDITURE**	**1,352,760**

SUBJECTIVE ANALYSIS - 2019/20 ESTIMATE Legal and Democracy					
	Democratic Representation	**Electoral Services**	**Legal**	**Mayor**	**Total**
Employees	198,430	209,600	843,700	16,820	1,268,550
Premises	-	-	-	2,800	2,800
Supplies and Services	424,050	118,200	42,850	15,350	600,450
Transport	5,230	3,860	32,520	15,100	56,710
TOTAL EXPENDITURE	627,710	331,660	919,070	50,070	1,928,510
INCOME					
Grants	-	(16,300)	-	-	(16,300)
Fees & Charges	(6,000)	(2,240)	(125,000)	-	(133,240)
TOTAL INCOME	(6,000)	(18,540)	(125,000)	-	(149,540)
NET CONTROLLABLE EXPENDITURE	**621,710**	**313,120**	**794,070**	**50,070**	**1,778,970**
NON CONTROLLABLE ITEMS					
Support Services	341,990	99,590	132,690	9,180	583,450
Capital Charges	7,100	-	-	-	7,100
Recharges	(145,750)	-	(931,260)	-	(1,077,010)
Transfers to/from Reserves	-	60,250	-	-	60,250
TOTAL NON-CONTROLLABLE ITEMS	203,340	159,840	(798,570)	9,180	(426,210)
NET EXPENDITURE	**825,050**	**472,960**	**(4,500)**	**59,250**	**1,352,760**

REVENUE BUDGET				
SERVICE			**Democratic Representation**	
SERVICE DESCRIPTION			Member support and administration of the council's committees	
SERVICE MANAGER			Head of Legal & Democracy	
BUDGET MANAGER			Member Services Manager	
ACTUAL 2017/18 £	**BUDGET 2018/19 £**	**PROJECTED OUTTURN 2018/19 £**	**DETAIL**	**ESTIMATE 2019/20 £**
			EXPENDITURE	
207,516	212,690	195,795	Employees	198,430
220	-	-	Premises	-
402,910	390,730	405,994	Supplies and Services	424,050
3,203	3,250	4,900	Transport	5,230
613,850	**606,670**	**606,689**	**TOTAL EXPENDITURE**	**627,710**
			INCOME	
-	-	-	Grants	-
(16,656)	(6,000)	(6,000)	Fees and Charges	(6,000)
597,193	**600,670**	**600,689**	**NET CONTROLLABLE EXPENDITURE**	**621,710**
			RECHARGES & CAPITAL CHARGES	
516,881	384,440	384,440	Support Services	341,990
17,802	17,800	17,800	Capital Charges	7,100
(148,840)	(150,440)	(150,440)	Recharges	(145,750)
-	-	-	Transfers to/from Reserves	-
983,036	**852,470**	**852,489**	**NET EXPENDITURE (Including Recharges and Capital Charges)**	**825,050**

ANALYSIS OF BUDGET VARIATIONS		
		COMMENTS
Base Budget 2018/19	**852,470**	
Employees	(19,800)	Reduction in hours Member Services Liaison Manager
Employees	(8,180)	Reduction in hours Customer Support Officer Post
Employees	12,510	Regrading Member Services Manager (Operational)
Employees	1,210	NI/Super/Pay Award
Supplies and Services	33,320	Increase in Members allowances due to increased number of members from May 2019
Transport	1,980	Cash Alternative - increase due to regrading
Support Services	(42,450)	
Recharges	4,690	
Capital Charges	(10,700)	
Base Budget 2019/20	**825,050**	

ANALYSIS OF BUDGET VARIATIONS		
		COMMENTS
Base Budget 2018/19	**852,470**	
Salaries	(16,895)	
Supplies & Services	11,000	Increase in Special Responsibility Allowances
Supplies & Services	4,260	Cost of Big Screen for remembrance service
Transport	1,650	Cash Alternative - increase due to regrading
Outturn 2018/19 (P6 Forecast)	**852,485**	

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 & Democracy	
BUDGET MANAGER			Electoral Services Manager	
ACTUAL 2017/18 £	**BUDGET 2018/19 £**	**PROJECTED OUTTURN 2018/19 £**	**DETAIL**	**ESTIMATE 2019/20 £**
			EXPENDITURE	
208,210	189,050	202,920	Employees	209,600
-	-	-	Premises	-
108,691	118,200	118,346	Supplies and Services	118,200
2,332	3,860	3,860	Transport	3,860
319,233	**311,110**	**325,126**	**TOTAL EXPENDITURE**	**331,660**
			INCOME	
(20,378)	-	(16,302)	Grants	(16,300)
(2,289)	-	(2,239)	Fees and Charges	(2,240)
296,567	**311,110**	**306,585**	**NET CONTROLLABLE EXPENDITURE**	**313,120**
			RECHARGES & CAPITAL CHARGES	
83,518	131,850	131,850	Support Services	99,590
-	-	-	Capital Charges	-
-	-	-	Recharges	-
-	60,250	60,250	Transfers to/from Reserves	60,250
380,085	**503,210**	**498,685**	**NET EXPENDITURE (Including Recharges and Capital Charges)**	**472,960**

ANALYSIS OF BUDGET VARIATIONS		
		COMMENTS
Base Budget 2018/19	**503,210**	
Employees	29,440	Electoral Services Officer Post
Employees	(12,130)	Reduction in hours of Senior Electoral Services Officer Post
Employees	3,240	NI/Super/Pay Award
Grants	(16,300)	IER Grant
Fees & Charges	(2,240)	Sale of Electoral Register
Support Services	(32,260)	
Base Budget 2019/20	**472,960**	

ANALYSIS OF BUDGET VARIATIONS		
		COMMENTS
Base Budget 2018/19	**503,210**	
Employees	(14,130)	Reduction in hours of Senior Electoral Services Officer Post
Employees	28,000	Electoral Services Officer Post agreed by MT
Supplies and Services	146	
Grants	(16,302)	
Fees & Charges	(2,239)	
Outturn 2018/19 (P6 Forecast)	**498,685**	

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 & Democracy	
BUDGET MANAGER			Principal Solicitor (Property and Projects)	
ACTUAL 2017/18 £	**BUDGET 2018/19 £**	**PROJECTED OUTTURN 2018/19 £**	**DETAIL**	**ESTIMATE 2019/20 £**
			EXPENDITURE	
829,425	820,080	900,080	Employees	843,700
-	-	-	Premises	-
57,045	42,990	42,990	Supplies and Services	42,850
22,139	31,820	31,820	Transport	32,520
908,608	**894,890**	**974,890**	**TOTAL EXPENDITURE**	**919,070**
			INCOME	
-	-	-	Grants	-
(189,419)	(125,000)	(75,000)	Fees and Charges	(125,000)
719,189	**769,890**	**899,890**	**NET CONTROLLABLE EXPENDITURE**	**794,070**
			RECHARGES & CAPITAL CHARGES	
144,526	165,580	165,580	Support Services	132,690
-	-	-	Capital Charges	-
(853,219)	(935,470)	(935,470)	Recharges	(931,260)
-	-	-	Transfers to/from Reserves	-
10,496	**-**	**130,000**	**NET EXPENDITURE (Including Recharges and Capital Charges)**	**(4,500)**

ANALYSIS OF BUDGET VARIATIONS		
		COMMENTS
Base Budget 2018/19	**-**	
Employees	23,620	NI/Super/Increments
Supplies and Services	(140)	
Transport	700	
Support Services	(32,890)	
Recharges	4,210	
Base Budget 2019/20	**(4,500)**	

ANALYSIS OF BUDGET VARIATIONS		
		COMMENTS
Base Budget 2018/19	**-**	
Employees	80,000	80k Savings target in budget unrealistic
Employees	(62,000)	Senior Solicitors Post
Employees	(38,000)	Principal Solicitor(property) maternity leave
Employees	(65,000)	Senior Solicitor(Strategic Development) Post
Employees	(62,000)	Corporate Property Lawyer Post
Employees	(48,000)	Principal Legal Assistant Post
Employees	26,000	Principal Solicitor & Litigator (FTC to 1st Aug 2018)
Employees	249,000	Agency/Locums to cover Vacant Posts
Income	50,000	Reduction in anticipated legal income for this year
Outturn 2018/19 (P6 Forecast)	**130,000**	

REVENUE BUDGET				
SERVICE			**Mayor**	
SERVICE DESCRIPTION			Mayoral Costs	
SERVICE MANAGER			Head of Legal & Democracy	
BUDGET MANAGER			Member Services Manager	
ACTUAL 2017/18 £	**BUDGET 2018/19 £**	**PROJECTED OUTTURN 2018/19 £**	**DETAIL**	**ESTIMATE 2019/20 £**
			EXPENDITURE	
13,250	16,580	16,580	Employees	16,820
-	-	-	Premises	2,800
26,183	16,660	16,660	Supplies and Services	15,350
11,808	12,600	17,100	Transport	15,100
51,241	**45,840**	**50,340**	**TOTAL EXPENDITURE**	**50,070**
			INCOME	
-	-	-	Grants	-
(14,750)	-	-	Fees and Charges	-
36,491	**45,840**	**50,340**	**NET CONTROLLABLE EXPENDITURE**	**50,070**
			RECHARGES & CAPITAL CHARGES	
15,838	12,570	12,570	Support Services	9,180
-	-	-	Capital Charges	-
-	-	-	Recharges	-
-	-	-	Transfers to/from Reserves	-
52,328	**58,410**	**62,910**	**NET EXPENDITURE (Including Recharges and Capital Charges)**	**59,250**

ANALYSIS OF BUDGET VARIATIONS		
		COMMENTS
Base Budget 2018/19	**58,410**	
Employees	240	NI/Super/Increments/Pay Award
Supplies and Services	1,490	
Transport	2,500	Increase in car hire costs
Support Services	(3,390)	
Base Budget 2019/20	**59,250**	

ANALYSIS OF BUDGET VARIATIONS		
		COMMENTS
Base Budget 2018/19	**58,410**	
Transport	4,500	Increase in car hire costs
Outturn 2018/19 (P6 Forecast)	**62,910**	

REVENUE BUDGET				
Planning				
ACTUAL 2017/18 £	**BUDGET 2018/19 £**	**PROJECTED OUTTURN 2018/19 £**	**DETAIL**	**ESTIMATE 2019/20 £**
30,712	117,810	117,810	Building Control	115,940
1,122,523	1,066,350	1,056,909	Development Management	1,136,210
(2,816)	(41,150)	(41,150)	Local Land Charges	(26,860)
-	31,920	49,814	Planning Administration	253,960
510,375	612,510	583,179	Strategic Planning	641,250
1,660,794	**1,787,440**	**1,766,562**	**SERVICE EXPENDITURE**	**2,120,500**

SUBJECTIVE ANALYSIS - 2019/20 ESTIMATE Planning						
	Building Control	**Development Management**	**Local Land Charges**	**Planning Administration**	**Strategic Planning**	**Total**
EXPENDITURE						
Employees	426,060	1,389,600	117,140	341,470	540,450	2,814,720
Premises	-	500	-	-	300	800
Supplies and Services	26,250	94,980	37,060	250,650	36,200	445,140
Transport	22,470	80,600	500	200	15,130	118,900
TOTAL EXPENDITURE	474,780	1,565,680	154,700	592,320	592,080	3,379,560
INCOME						
Grants	-	-	-	-	(44,650)	(44,650)
Fees & Charges	(480,000)	(1,284,380)	(236,500)	(40,000)	-	(2,040,880)
TOTAL INCOME	(480,000)	(1,284,380)	(236,500)	(40,000)	(44,650)	(2,085,530)
NET CONTROLLABLE EXPENDITURE	**(5,220)**	**281,300**	**(81,800)**	**552,320**	**547,430**	**1,294,030**
NON CONTROLLABLE ITEMS						
Support Services	121,160	919,670	54,940	60,420	132,980	1,289,170
Capital Charges	-	-	-	-	-	-
Recharges	-	(64,760)	-	(358,780)	(39,160)	(462,700)
Transfers to/from Reserves	-	-	-	-	-	-
TOTAL NON-CONTROLLABLE ITEMS	121,160	854,910	54,940	(298,360)	93,820	826,470
NET EXPENDITURE	**115,940**	**1,136,210**	**(26,860)**	**253,960**	**641,250**	**2,120,500**

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 2017/18 £	**BUDGET 2018/19 £**	**PROJECTED OUTTURN 2018/19 £**	**DETAIL**	**ESTIMATE 2019/20 £**
			EXPENDITURE	
389,885	414,240	414,240	Employees	426,060
-	-	-	Premises	-
31,040	18,800	18,800	Supplies and Services	26,250
23,867	24,610	24,610	Transport	22,470
444,792	**457,650**	**457,650**	**TOTAL EXPENDITURE**	**474,780**
			INCOME	
-	-	-	Grants	-
(451,029)	(464,000)	(464,000)	Fees and Charges	(480,000)
(6,236)	**(6,350)**	**(6,350)**	**NET CONTROLLABLE EXPENDITURE**	**(5,220)**
			RECHARGES & CAPITAL CHARGES	
105,592	124,160	124,160	Support Services	121,160
-	-	-	Capital Charges	-
(68,644)	-	-	Recharges	-
-	-	-	Transfers to/from Reserves	-
30,712	**117,810**	**117,810**	**NET EXPENDITURE (Including Recharges and Capital Charges)**	**115,940**

ANALYSIS OF BUDGET VARIATIONS		
		COMMENTS
Base Budget 2018/19	**117,810**	
Employees	11,820	Salary inflation and increments
Supplies and Services	7,450	Increase in Consultant Surveyor fees
Transport	(2,140)	
Fees and Charges	(16,000)	Increase in fees
Support Services	(3,000)	
Base Budget 2019/20	**115,940**	

ANALYSIS OF BUDGET VARIATIONS		
		COMMENTS
Base Budget 2018/19	**117,810**	
Outturn 2018/19 (P6 Forecast)	**117,810**	

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	Head of Development, Strategic Sites and Design / Business Support Manager

ACTUAL 2017/18 £	BUDGET 2018/19 £	PROJECTED OUTTURN 2018/19 £	DETAIL	ESTIMATE 2019/20 £
			EXPENDITURE	
1,283,813	1,328,880	1,400,662	Employees	1,389,600
3,824	500	500	Premises	500
477,778	75,380	403,468	Supplies and Services	94,980
67,090	75,150	77,129	Transport	80,600
1,832,506	**1,479,910**	**1,881,759**	**TOTAL EXPENDITURE**	**1,565,680**
			INCOME	
(53,655)	-	-	Grants	-
(1,358,914)	(1,187,150)	(1,334,150)	Fees and Charges	(1,284,380)
419,937	**292,760**	**547,609**	**NET CONTROLLABLE EXPENDITURE**	**281,300**
			RECHARGES & CAPITAL CHARGES	
851,130	837,070	837,070	Support Services	919,670
-	-	-	Capital Charges	-
(148,544)	(63,480)	(63,480)	Recharges	(64,760)
-	-	(264,290)	Transfers to/from Reserves	-
1,122,523	**1,066,350**	**1,056,909**	**NET EXPENDITURE (Including Recharges and Capital Charges)**	**1,136,210**

ANALYSIS OF BUDGET VARIATIONS

		COMMENTS
Base Budget 2018/19	**1,066,350**	
Employees	60,720	Inflationary and incremental increases
Supplies and Services	19,600	Increase in software costs
Transport	5,450	
Fees and Charges	(97,230)	Increase in Planning application fee income.
Support Services	82,600	
Recharges	(1,280)	
Base Budget 2019/20	**1,136,210**	

ANALYSIS OF BUDGET VARIATIONS

		COMMENTS
Base Budget 2018/19	**1,066,350**	
Employees	71,782	Consultant fees to support vacancies in service
Supplies and Services	328,088	Consultant fees for planning appeals
Transport	1,979	
Fees and Charges	(147,000)	Additional planning application fee income
Transfers to/from Reserves	(264,290)	
Outturn 2018/19 (P6 Forecast)	**1,056,909**	

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			Business Support Manager	
ACTUAL 2017/18 £	**BUDGET 2018/19 £**	**PROJECTED OUTTURN 2018/19 £**	**DETAIL**	**ESTIMATE 2019/20 £**
			EXPENDITURE	
117,465	98,060	98,060	Employees	117,140
-	-	-	Premises	-
21,375	34,570	34,570	Supplies and Services	37,060
474	-	-	Transport	500
139,314	**132,630**	**132,630**	**TOTAL EXPENDITURE**	**154,700**
			INCOME	
-	-	-	Grants	-
(218,931)	(230,000)	(230,000)	Fees and Charges	(236,500)
(79,617)	**(97,370)**	**(97,370)**	**NET CONTROLLABLE EXPENDITURE**	**(81,800)**
			RECHARGES & CAPITAL CHARGES	
76,801	56,220	56,220	Support Services	54,940
-	-	-	Capital Charges	-
-	-	-	Recharges	-
-	-	-	Transfers to/from Reserves	-
(2,816)	**(41,150)**	**(41,150)**	**NET EXPENDITURE (Including Recharges and Capital Charges)**	**(26,860)**

ANALYSIS OF BUDGET VARIATIONS		
		COMMENTS
Base Budget 2018/19	**(41,150)**	
Employees	19,080	Increased support from Business Support Manager
Supplies and Services	2,490	
Transport	500	
Fees and Charges	(6,500)	
Support Services	(1,280)	
Base Budget 2019/20	**(26,860)**	

ANALYSIS OF BUDGET VARIATIONS		
		COMMENTS
Base Budget 2018/19	**(41,150)**	
Outturn 2018/19 (P6 Forecast)	**(41,150)**	

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	Business Support Manager			

ACTUAL 2017/18 £	**BUDGET 2018/19 £**	**PROJECTED OUTTURN 2018/19 £**	**DETAIL**	**ESTIMATE 2019/20 £**
			EXPENDITURE	
246,090	328,680	349,464	Employees	341,470
-	-	99	Premises	-
52,751	850	861	Supplies and Services	250,650
99	-	-	Transport	200
298,940	**329,530**	**350,424**	**TOTAL EXPENDITURE**	**592,320**
			INCOME	
-	-	-	Grants	-
(87,834)	(20,000)	(23,000)	Fees and Charges	(40,000)
211,105	**309,530**	**327,424**	**NET CONTROLLABLE EXPENDITURE**	**552,320**
			RECHARGES & CAPITAL CHARGES	
91,297	68,990	68,990	Support Services	60,420
-	-	-	Capital Charges	-
(302,402)	(346,600)	(346,600)	Recharges	(358,780)
-	-	-	Transfers to/from Reserves	-
-	**31,920**	**49,814**	**NET EXPENDITURE (Including Recharges and Capital Charges)**	**253,960**

ANALYSIS OF BUDGET VARIATIONS

		COMMENTS
Base Budget 2018/19	**31,920**	
Employees	12,790	Salary inflation and Increments
Supplies and Services	249,800	Additional funding to support planning change management
	200	
Fees and Charges	(20,000)	Increase in street name & numbering income
Support Services	(8,570)	
Recharges	(12,180)	
Base Budget 2019/20	**253,960**	

ANALYSIS OF BUDGET VARIATIONS

		COMMENTS
Base Budget 2018/19	**31,920**	
Employees	20,784	Increase in Temporary Staffing costs
Premises	99	
Supplies and Services	11	
Fees and Charges	(3,000)	Increase in street name & numbering income
Outturn 2018/19 (P6 Forecast)	**49,814**	

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	Policy Manager / Business Support Manager			
ACTUAL 2017/18 £	**BUDGET 2018/19 £**	**PROJECTED OUTTURN 2018/19 £**	**DETAIL**	**ESTIMATE 2019/20 £**
			EXPENDITURE	
461,231	525,150	487,915	Employees	540,450
-	300	300	Premises	300
67,399	101,100	157,888	Supplies and Services	36,200
15,843	15,460	16,606	Transport	15,130
544,474	**642,010**	**662,709**	**TOTAL EXPENDITURE**	**592,080**
			INCOME	
(21,775)	(45,000)	(45,000)	Grants	(44,650)
(1,005)	(100)	(130)	Fees and Charges	-
521,694	**596,910**	**617,579**	**NET CONTROLLABLE EXPENDITURE**	**547,430**
			RECHARGES & CAPITAL CHARGES	
200,713	218,980	218,980	Support Services	132,980
-	-	-	Capital Charges	-
(212,032)	(203,380)	(203,380)	Recharges	(39,160)
-	-	(50,000)	Transfers to/from Reserves	-
510,375	**612,510**	**583,179**	**NET EXPENDITURE (Including Recharges and Capital Charges)**	**641,250**

ANALYSIS OF BUDGET VARIATIONS		
		COMMENTS
Base Budget 2018/19	**612,510**	
Employees	15,300	Inflationary and incremental increases
Supplies and Services	(64,900)	£75k consultancy budget removed as funded from reserve
Transport	(330)	
Grants	350	
Fees and Charges	100	
Support Services	(86,000)	
Recharges	164,220	
Base Budget 2019/20	**641,250**	

ANALYSIS OF BUDGET VARIATIONS		
		COMMENTS
Base Budget 2018/19	**612,510**	
Employees	(37,235)	
Transport	1,146	
Supplies and Services	56,788	Local plan costs to be funded from reserves
Fees and Charges	(30)	
Transfers to/from Reserves	(50,000)	Funding of local plan expenditure
Outturn 2018/19 (P6 Forecast)	**583,179**	

This page has been intentionally left blank

REVENUE BUDGET				
Financial Services				
ACTUAL 2017/18 £	**BUDGET 2018/19 £**	**PROJECTED OUTTURN 2018/19 £**	**DETAIL**	**ESTIMATE 2019/20 £**
40,884	35,840	(71,145)	Accountancy	72,560
675,537	799,670	805,170	Benefits Administration	834,800
106,262	113,240	127,910	Fraud	187,400
280,477	417,870	417,870	Council Tax Collection	541,440
(102,485)	(256,040)	(256,040)	Housing Benefits Payments	(256,000)
261,093	(64,220)	(64,220)	NNDR Collection	(38,850)
1,729,178	1,653,810	1,574,080	Non-Distributed Costs	1,661,320
21,230	10,840	10,840	Exchequer	47,120
20	120	120	Debtors/Debt Recovery	(240)
16	(60)	7,360	Audit Partnership	(50)
149,687	7,760	55,760	ICT	12,780
175	(30)	(30)	Telephony	20
1,447,232	950,140	1,016,820	Strategic Corporate Costs	790,660
4,609,306	**3,668,940**	**3,624,495**	**SERVICE EXPENDITURE**	**3,852,960**

SUBJECTIVE ANALYSIS - 2019/20 ESTIMATE Financial Services							
	Accountancy	**Benefits Administration**	**Fraud**	**Council Tax Collection**	**Housing Benefits Payments**	**NNDR Collection**	**Non-Distributed Costs**
EXPENDITURE							
Employees	530,980	644,520	192,120	494,870	-	21,080	1,941,000
Premises	-	-	-	-	-	-	-
Supplies and Services	137,700	142,900	20,800	193,100	35,525,000	93,800	-
Transport	4,750	12,160	6,180	5,320	-	440	-
TOTAL EXPENDITURE	673,430	799,580	219,100	693,290	35,525,000	115,320	1,941,000
INCOME							
Grants	-	(330,000)	(45,500)	(275,000)	(34,550,000)	(180,000)	-
Fees & Charges	-	(1,000)	-	(360,000)	(1,231,000)	(25,000)	-
TOTAL INCOME	-	(331,000)	(45,500)	(635,000)	(35,781,000)	(205,000)	-
NET CONTROLLABLE EXPENDITURE	**673,430**	**468,580**	**173,600**	**58,290**	**(256,000)**	**(89,680)**	**1,941,000**
NON CONTROLLABLE ITEMS							
Support Services	255,830	366,220	51,800	483,150	-	50,830	-
Capital Charges	-	-	-	-	-	-	-
Recharges	(856,700)	-	(38,000)	-	-	-	(279,680)
Transfers to/from Reserves	-	-	-	-	-	-	-
TOTAL NON-CONTROLLABLE ITEMS	(600,870)	366,220	13,800	483,150	-	50,830	(279,680)
NET EXPENDITURE	**72,560**	**834,800**	**187,400**	**541,440**	**(256,000)**	**(38,850)**	**1,661,320**

	Exchequer	**Debtors/Debt Recovery**	**Audit Partnership**	**ICT**	**Telephony**	**Strategic Corporate Costs**	**Total**
EXPENDITURE							
Employees	191,750	66,850	-	695,590	15,610	367,860	5,162,230
Premises	-	-	-	-	-	2,000	2,000
Supplies and Services	118,000	11,000	161,160	470,320	79,000	107,050	37,059,830
Transport	-	170	-	3,860	-	18,750	51,630
TOTAL EXPENDITURE	309,750	78,020	161,160	1,169,770	94,610	495,660	42,275,690
INCOME							-
Grants	-	-	-	-	-	-	(35,380,500)
Fees & Charges	-	-	-	(30,500)	-	-	(1,647,500)
TOTAL INCOME	-	-	-	(30,500)	-	-	(37,028,000)
NET CONTROLLABLE EXPENDITURE	**309,750**	**78,020**	**161,160**	**1,139,270**	**94,610**	**495,660**	**5,247,690**
NON CONTROLLABLE ITEMS							-
Support Services	105,030	62,510	1,510	151,250	3,800	1,254,890	2,786,820
Capital Charges	-	-	-	5,000	-	-	5,000
Recharges	(367,660)	(140,770)	(162,720)	(1,282,740)	(98,390)	(959,890)	(4,186,550)
Transfers to/from Reserves	-	-	-	-	-	-	-
TOTAL NON-CONTROLLABLE ITEMS	(262,630)	(78,260)	(161,210)	(1,126,490)	(94,590)	295,000	(1,394,730)
NET EXPENDITURE	**47,120**	**(240)**	**(50)**	**12,780**	**20**	**790,660**	**3,852,960**

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 2017/18 £	**BUDGET 2018/19 £**	**PROJECTED OUTTURN 2018/19 £**	**DETAIL**	**ESTIMATE 2019/20 £**
			EXPENDITURE	
460,327	481,690	374,705	Employees	530,980
665	-	-	Premises	-
814,653	107,900	107,900	Supplies and Services	137,700
9,404	4,750	4,750	Transport	4,750
1,285,049	**594,340**	**487,355**	**TOTAL EXPENDITURE**	**673,430**
			INCOME	
(8,103)	-	-	Grants	-
(56,246)	-	-	Fees and Charges	-
1,220,701	**594,340**	**487,355**	**NET CONTROLLABLE EXPENDITURE**	**673,430**
			RECHARGES & CAPITAL CHARGES	
175,718	217,190	217,190	Support Services	255,830
(1,355,534)	(775,690)	(775,690)	Recharges	(856,700)
40,884	**35,840**	**(71,145)**	**NET EXPENDITURE (Including Recharges and Capital Charges)**	**72,560**

ANALYSIS OF BUDGET VARIATIONS		
		COMMENTS
Base Budget 2018/19	**35,840**	
Employees	49,290	New Accounts Officer post and pay awards
Premises	-	
Supplies and Services	29,800	Increase in debt management costs
Support Services	38,640	
Recharges	(81,010)	
Base Budget 2019/20	**72,560**	

ANALYSIS OF BUDGET VARIATIONS		
		COMMENTS
Base Budget 2018/19	**35,840**	
Employees	(106,985)	Current vacancies within Accoutancy
Outturn 2018/19 (P6 Forecast)	**(71,145)**	

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 2017/18 £	BUDGET 2018/19 £	PROJECTED OUTTURN 2018/19 £	DETAIL	ESTIMATE 2019/20 £
			EXPENDITURE	
668,415	622,810	628,310	Employees	644,520
141,933	125,900	125,900	Supplies and Services	142,900
7,815	7,980	7,980	Transport	12,160
818,163	**756,690**	**762,190**	**TOTAL EXPENDITURE**	**799,580**
			INCOME	
(495,151)	(304,750)	(304,750)	Grants	(330,000)
(2,045)	(1,000)	(1,000)	Fees and Charges	(1,000)
320,967	**450,940**	**456,440**	**NET CONTROLLABLE EXPENDITURE**	**468,580**
			RECHARGES & CAPITAL CHARGES	
354,570	348,730	348,730	Support Services	366,220
675,537	**799,670**	**805,170**	**NET EXPENDITURE (Including Recharges and Capital Charges)**	**834,800**

ANALYSIS OF BUDGET VARIATIONS		
		COMMENTS
Base Budget 2018/19	**799,670**	
Employees	21,710	Pay award, increased training cost and employee insurance costs
Supplies and Services	17,000	Increased software costs for new Council Tax Support scheme
Transport	4,180	
Grants	(25,250)	
Support Services	17,490	
Base Budget 2019/20	**834,800**	

ANALYSIS OF BUDGET VARIATIONS		
		COMMENTS
Base Budget 2018/19	**799,670**	
Employees	5,500	
Outturn 2018/19 (P6 Forecast)	**805,170**	

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 2017/18 £	**BUDGET 2018/19 £**	**PROJECTED OUTTURN 2018/19 £**	**DETAIL**	**ESTIMATE 2019/20 £**
			EXPENDITURE	
141,289	153,320	166,990	Employees	192,120
23,415	17,800	43,800	Supplies and Services	20,800
6,874	6,030	6,030	Transport	6,180
171,729	**177,150**	**216,820**	**TOTAL EXPENDITURE**	**219,100**
			INCOME	
(42,515)	(43,400)	(43,400)	Grants	(45,500)
479	(2,000)	(27,000)	Fees and Charges	-
129,693	**131,750**	**146,420**	**NET CONTROLLABLE EXPENDITURE**	**173,600**
			RECHARGES & CAPITAL CHARGES	
14,568	19,490	19,490	Support Services	51,800
-	-	-	Capital Charges	-
(38,000)	(38,000)	(38,000)	Recharges	(38,000)
-	-	-	Transfers to/from Reserves	-
106,262	**113,240**	**127,910**	**NET EXPENDITURE (Including Recharges and Capital Charges)**	**187,400**
ANALYSIS OF BUDGET VARIATIONS				
			COMMENTS	
Base Budget 2018/19		**113,240**		
Employees		38,800	New Intellignce Officer post and pay awards	
Supplies and Services		3,000	Transport cost to support new post	
Transport		150		
Grants		(2,100)		
Fees and Charges		2,000		
Support Services		32,310		
Base Budget 2019/20		**187,400**		
ANALYSIS OF BUDGET VARIATIONS				
			COMMENTS	
Base Budget 2018/19		**113,240**		
Employees		13,670	Part year pressure of Intelligence Officer post	
Supplies and Services		26,000	Pressure software kent Business Rate Hub recharged to partners	
Fees and Charges		(25,000)	Contra pressure in Supplies and Services	
Outturn 2018/19 (P6 Forecast)		**127,910**		

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 2017/18 £	**BUDGET 2018/19 £**	**PROJECTED OUTTURN 2018/19 £**	**DETAIL**	**ESTIMATE 2019/20 £**
			EXPENDITURE	
492,018	496,800	496,800	Employees	494,870
-	-	-	Premises	-
189,456	156,100	156,100	Supplies and Services	193,100
2,815	5,320	5,320	Transport	5,320
684,289	**658,220**	**658,220**	**TOTAL EXPENDITURE**	**693,290**
			INCOME	
(318,982)	(222,320)	(222,320)	Grants	(275,000)
(414,740)	(360,000)	(360,000)	Fees and Charges	(360,000)
(49,432)	**75,900**	**75,900**	**NET CONTROLLABLE EXPENDITURE**	**58,290**
			RECHARGES & CAPITAL CHARGES	-
329,909	341,970	341,970	Support Services	483,150
280,477	**417,870**	**417,870**	**NET EXPENDITURE (Including Recharges and Capital Charges)**	**541,440**

ANALYSIS OF BUDGET VARIATIONS		
		COMMENTS
Base Budget 2018/19	**417,870**	
Employees	(1,930)	Pay award
Supplies and Services	37,000	Increased software costs
Grants	(52,680)	
Support Services	141,180	
Base Budget 2019/20	**541,440**	

ANALYSIS OF BUDGET VARIATIONS		
		COMMENTS
Base Budget 2018/19	**417,870**	
Outturn 2018/19 (P6 Forecast)	**417,870**	

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 2017/18 £	**BUDGET 2018/19 £**	**PROJECTED OUTTURN 2018/19 £**	**DETAIL**	**ESTIMATE 2019/20 £**
			EXPENDITURE	
37,378,776	35,525,000	35,525,000	Supplies and Services	35,525,000
37,378,776	**35,525,000**	**35,525,000**	**TOTAL EXPENDITURE**	**35,525,000**
			INCOME	
(35,563,326)	(34,550,000)	(34,550,000)	Grants	(34,550,000)
(1,917,935)	(1,231,040)	(1,231,040)	Fees and Charges	(1,231,000)
(102,485)	**(256,040)**	**(256,040)**	**NET CONTROLLABLE EXPENDITURE**	**(256,000)**
			RECHARGES & CAPITAL CHARGES	
-	-	-	Support Services	-
-	-	-	Capital Charges	-
-	-	-	Recharges	-
-	-	-	Transfers to/from Reserves	-
(102,485)	**(256,040)**	**(256,040)**	**NET EXPENDITURE (Including Recharges and Capital Charges)**	**(256,000)**

ANALYSIS OF BUDGET VARIATIONS		
		COMMENTS
Base Budget 2018/19	**(256,040)**	
Fees and Charges	40	
Base Budget 2019/20	**(256,000)**	

ANALYSIS OF BUDGET VARIATIONS		
		COMMENTS
Base Budget 2018/19	**(256,040)**	
Outturn 2018/19 (P6 Forecast)	**(256,040)**	

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 2017/18 £	**BUDGET 2018/19 £**	**PROJECTED OUTTURN 2018/19 £**	**DETAIL**	**ESTIMATE 2019/20 £**
			EXPENDITURE	
18,813	18,830	18,830	Employees	21,080
87,442	82,300	82,300	Supplies and Services	93,800
170	440	440	Transport	440
106,425	**101,570**	**101,570**	**TOTAL EXPENDITURE**	**115,320**
			INCOME	
(274,083)	(185,400)	(185,400)	Grants	(180,000)
379,556	(25,000)	(25,000)	Fees and Charges	(25,000)
211,898	**(108,830)**	**(108,830)**	**NET CONTROLLABLE EXPENDITURE**	**(89,680)**
			RECHARGES & CAPITAL CHARGES	
49,195	44,610	44,610	Support Services	50,830
261,093	**(64,220)**	**(64,220)**	**NET EXPENDITURE (Including Recharges and Capital Charges)**	**(38,850)**

ANALYSIS OF BUDGET VARIATIONS		
		COMMENTS
Base Budget 2018/19	**(64,220)**	
Employees	2,250	
Supplies and Services	11,500	Software costs
Grants	5,400	Reduction in government grants
Support Services	6,220	
Base Budget 2019/20	**(38,850)**	

ANALYSIS OF BUDGET VARIATIONS		
		COMMENTS
Base Budget 2018/19	**(64,220)**	
Outturn 2018/19 (P6 Forecast)	**(64,220)**	

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 2017/18 £	BUDGET 2018/19 £	PROJECTED OUTTURN 2018/19 £	DETAIL	ESTIMATE 2019/20 £
			EXPENDITURE	
1,925,382	1,984,880	1,905,150	Employees	1,941,000
21,881	-	-	Premises	-
173,416	-	-	Supplies and Services	-
45	-	-	Transport	-
2,120,724	**1,984,880**	**1,905,150**	**TOTAL EXPENDITURE**	**1,941,000**
			INCOME	
(38,500)	-	-	Grants	-
(34,134)	-	-	Fees and Charges	-
2,048,091	**1,984,880**	**1,905,150**	**NET CONTROLLABLE EXPENDITURE**	**1,941,000**
			RECHARGES & CAPITAL CHARGES	
8,119	-	-	Support Services	-
(327,032)	(331,070)	(331,070)	Recharges	(279,680)
1,729,178	**1,653,810**	**1,574,080**	**NET EXPENDITURE (Including Recharges and Capital Charges)**	**1,661,320**

ANALYSIS OF BUDGET VARIATIONS		
		COMMENTS
Base Budget 2018/19	**1,653,810**	
Employees	(43,880)	Reduced superannuation back funding cost
Recharges	51,390	
Base Budget 2019/20	**1,661,320**	

ANALYSIS OF BUDGET VARIATIONS		
		COMMENTS
Base Budget 2018/19	**1,653,810**	
Employees	(79,730)	
Outturn 2018/19 (P6 Forecast)	**1,574,080**	

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 2017/18 £	**BUDGET 2018/19 £**	**PROJECTED OUTTURN 2018/19 £**	**DETAIL**	**ESTIMATE 2019/20 £**
			EXPENDITURE	
166,597	184,930	184,930	Employees	191,750
-	-	-	Premises	-
115,213	115,000	115,000	Supplies and Services	118,000
19	-	-	Transport	-
281,829	**299,930**	**299,930**	**TOTAL EXPENDITURE**	**309,750**
			INCOME	
-	-	-	Grants	-
(9,635)	-	-	Fees and Charges	-
272,195	**299,930**	**299,930**	**NET CONTROLLABLE EXPENDITURE**	**309,750**
			RECHARGES & CAPITAL CHARGES	
60,860	69,690	69,690	Support Services	105,030
-	-	-	Capital Charges	-
(311,824)	(358,780)	(358,780)	Recharges	(367,660)
-	-	-	Transfers to/from Reserves	-
21,230	**10,840**	**10,840**	**NET EXPENDITURE (Including Recharges and Capital Charges)**	**47,120**

ANALYSIS OF BUDGET VARIATIONS		
		COMMENTS
Base Budget 2018/19	**10,840**	
Employees	6,820	Pay award
Supplies and Services	3,000	
Support Services	35,340	
Recharges	(8,880)	
Base Budget 2019/20	**47,120**	

ANALYSIS OF BUDGET VARIATIONS		
		COMMENTS
Base Budget 2018/19	**10,840**	
Outturn 2018/19 (P6 Forecast)	**10,840**	

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 2017/18 £	**BUDGET 2018/19 £**	**PROJECTED OUTTURN 2018/19 £**	**DETAIL**	**ESTIMATE 2019/20 £**
			EXPENDITURE	
66,902	63,930	63,930	Employees	66,850
-	-	-	Premises	-
3,597	11,000	11,000	Supplies and Services	11,000
21	170	170	Transport	170
70,520	**75,100**	**75,100**	**TOTAL EXPENDITURE**	**78,020**
			INCOME	
-	-	-	Grants	-
-	-	-	Fees and Charges	-
70,520	**75,100**	**75,100**	**NET CONTROLLABLE EXPENDITURE**	**78,020**
			RECHARGES & CAPITAL CHARGES	-
46,335	48,790	48,790	Support Services	62,510
-	-	-	Capital Charges	-
(116,835)	(123,770)	(123,770)	Recharges	(140,770)
-	-	-	Transfers to/from Reserves	-
20	**120**	**120**	**NET EXPENDITURE (Including Recharges and Capital Charges)**	**(240)**

ANALYSIS OF BUDGET VARIATIONS		
		COMMENTS
Base Budget 2018/19	**120**	
Employees	2,920	
Support Services	13,720	
Recharges	(17,000)	
Base Budget 2019/20	**(240)**	

ANALYSIS OF BUDGET VARIATIONS		
		COMMENTS
Base Budget 2018/19	**120**	
Outturn 2018/19 (P6 Forecast)	**120**	

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 2017/18 £	**ESTIMATE 2018/19 £**	**PROJECTED OUTTURN 2018/19 £**	**DETAIL**	**ESTIMATE 2019/20 £**
			EXPENDITURE	
155,260	157,660	165,080	Supplies and Services	161,160
-	-	-	Transport	-
155,260	**157,660**	**165,080**	**TOTAL EXPENDITURE**	**161,160**
			INCOME	
-	-	-	Grants	-
-	-	-	Fees and Charges	-
155,260	**157,660**	**165,080**	**NET CONTROLLABLE EXPENDITURE**	**161,160**
			RECHARGES & CAPITAL CHARGES	
11,042	12,520	12,520	Support Services	1,510
-	-	-	Capital Charges	-
(166,286)	(170,240)	(170,240)	Recharges	(162,720)
-	-	-	Transfers to/from Reserves	-
16	**(60)**	**7,360**	**NET EXPENDITURE (Including Recharges and Capital Charges)**	**(50)**

ANALYSIS OF BUDGET VARIATIONS		
		COMMENTS
Base Budget 2018/19	**-60**	
Supplies & Services	3,500	
Support Services	(11,010)	
Recharges	7,520	
Base Budget 2019/20	**(50)**	

ANALYSIS OF BUDGET VARIATIONS		
		COMMENTS
Base Budget 2018/19	**(60)**	
Supplies and Services	7,420	Increased cost of Audit Partnership
Outturn 2018/19 (P6 Forecast)	**7,360**	

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 2017/18 £	**ESTIMATE 2018/19 £**	**PROJECTED OUTTURN 2018/19 £**	**DETAIL**	**ESTIMATE 2019/20 £**
			EXPENDITURE	
673,811	682,900	682,900	Employees	695,590
557,430	361,900	409,900	Supplies and Services	470,320
4,513	3,490	3,490	Transport	3,860
1,235,754	**1,048,290**	**1,096,290**	**TOTAL EXPENDITURE**	**1,169,770**
			INCOME	
(783)	-	-	Grants	-
(39,383)	(34,710)	(34,710)	Fees and Charges	(30,500)
1,195,588	**1,013,580**	**1,061,580**	**NET CONTROLLABLE EXPENDITURE**	**1,139,270**
			RECHARGES & CAPITAL CHARGES	-
186,204	185,840	185,840	Support Services	151,250
5,037	5,000	5,000	Capital Charges	5,000
(1,237,142)	(1,196,660)	(1,196,660)	Recharges	(1,282,740)
149,687	**7,760**	**55,760**	**NET EXPENDITURE (Including Recharges and Capital Charges)**	**12,780**

ANALYSIS OF BUDGET VARIATIONS		
		COMMENTS
Base Budget 2018/19	**7,760**	
Employees	12,690	Pay award and increments
Supplies and Services	108,420	Software, maintenance and security costs
Transport	370	
Fees and Charges	4,210	
Support Services	(34,590)	
Recharges	(86,080)	
Base Budget 2019/20	**12,780**	

ANALYSIS OF BUDGET VARIATIONS		
		COMMENTS
Base Budget 2018/19	**7,760**	
Supplies and Services	48,000	Increased costs of software licencing and security features
Outturn 2018/19 (P6 Forecast)	**55,760**	

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 2017/18 £	ESTIMATE 2018/19 £	PROJECTED OUTTURN 2018/19 £	DETAIL	ESTIMATE 2019/20 £
			EXPENDITURE	
15,207	13,480	13,480	Employees	15,610
-	-	-	Premises	-
96,050	80,300	80,300	Supplies and Services	79,000
148	-	-	Transport	-
111,406	**93,780**	**93,780**	**TOTAL EXPENDITURE**	**94,610**
			INCOME	
(173)	-	-	Fees and Charges	-
111,233	**93,780**	**93,780**	**NET CONTROLLABLE EXPENDITURE**	**94,610**
			RECHARGES & CAPITAL CHARGES	
2,617	2,500	2,500	Support Services	3,800
(113,675)	(96,310)	(96,310)	Recharges	(98,390)
-	-	-	Transfers to/from Reserves	-
175	**(30)**	**(30)**	**NET EXPENDITURE (Including Recharges and Capital Charges)**	**20**

ANALYSIS OF BUDGET VARIATIONS		
		COMMENTS
Base Budget 2018/19	**(30)**	
Employees	2,130	
Supplies and Services	(1,300)	
Support Services	1,300	
Recharges	(2,080)	
Base Budget 2019/20	**20**	

ANALYSIS OF BUDGET VARIATIONS		
		COMMENTS
Base Budget 2018/19	**(30)**	
Outturn 2018/19 (P6 Forecast)	**(30)**	

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 2017/18 £	**ESTIMATE 2018/19 £**	**PROJECTED OUTTURN 2018/19 £**	**DETAIL**	**ESTIMATE 2019/20 £**
			EXPENDITURE	
529,547	329,640	396,320	Employees	367,860
-	2,000	2,000	Premises	2,000
120,966	107,050	107,050	Supplies and Services	107,050
12,927	18,750	18,750	Transport	18,750
663,440	**457,440**	**524,120**	**TOTAL EXPENDITURE**	**495,660**
			INCOME	
(300)	-	-	Grants	-
(11,690)	-	-	Fees and Charges	-
651,451	**457,440**	**524,120**	**NET CONTROLLABLE EXPENDITURE**	**495,660**
			RECHARGES & CAPITAL CHARGES	
1,690,826	1,396,700	1,396,700	Support Services	1,254,890
(895,045)	(904,000)	(904,000)	Recharges	(959,890)
1,447,232	**950,140**	**1,016,820**	**NET EXPENDITURE (Including Recharges and Capital Charges)**	**790,660**

ANALYSIS OF BUDGET VARIATIONS		
		COMMENTS
Base Budget 2018/19	**950,140**	
Employees	38,220	Increased salary savings target
Support Services	(141,810)	
Recharges	(55,890)	
Base Budget 2019/20	**790,660**	

ANALYSIS OF BUDGET VARIATIONS		
		COMMENTS
Base Budget 2018/19	**950,140**	
Employees	66,680	Savings target in year adjustment
Outturn 2018/19 (P6 Forecast)	**1,016,820**	

This page has been intentionally left blank

REVENUE BUDGET				
Human Resources and Customer Services				
ACTUAL 2017/18 £	**ESTIMATE 2018/19 £**	**PROJECTED OUTTURN 2018/19 £**	**DETAIL**	**ESTIMATE 2019/20 £**
232	10	10	Visitor & Call Centre	(14,960)
19,500	105,000	102,160	Human Resources	155,030
19,732	**105,010**	**102,170**	**SERVICE EXPENDITURE**	**140,070**

SUBJECTIVE ANALYSIS - 2019/20 ESTIMATE Human Resources and Customer Services			
	Visitor & Call Centre	**Human Resources**	**Total**
EXPENDITURE			
Employees	595,530	585,780	1,181,310
Premises	-	-	-
Supplies and Services	50,790	76,970	127,760
Transport	7,450	3,350	10,800
TOTAL EXPENDITURE	653,770	666,100	1,319,870
INCOME			
Grants	-	-	-
Fees & Charges	-	(47,900)	(47,900)
TOTAL INCOME	-	(47,900)	(47,900)
NET CONTROLLABLE EXPENDITURE	**653,770**	**618,200**	**1,271,970**
NON CONTROLLABLE ITEMS			
Support Services	200,830	126,950	327,780
Capital Charges	21,300	-	21,300
Recharges	(874,860)	(590,120)	(1,464,980)
Transfers to/from Reserves	(16,000)	-	(16,000)
TOTAL NON-CONTROLLABLE ITEMS	(668,730)	(463,170)	(1,131,900)
NET EXPENDITURE	**(14,960)**	**155,030**	**140,070**

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	
2017/18 £	**2018/19 £**	**2018/19 £**		**2019/20 £**
			EXPENDITURE	
526,810	573,550	573,550	Employees	595,530
553	-	-	Premises	-
42,061	35,050	35,050	Supplies and Services	50,790
5,951	6,750	6,750	Transport	7,450
575,375	**615,350**	**615,350**	**TOTAL EXPENDITURE**	**653,770**
			INCOME	
(500)	-	-	Grants	-
-	-	-	Fees and Charges	-
574,875	**615,350**	**615,350**	**NET CONTROLLABLE EXPENDITURE**	**653,770**
			RECHARGES & CAPITAL CHARGES	
112,217	148,440	148,440	Support Services	200,830
41,509	41,500	41,500	Capital Charges	21,300
(728,370)	(805,280)	(805,280)	Recharges	(874,860)
-	-	-	Transfers to/from Reserves	(16,000)
232	**10**	**10**	**NET EXPENDITURE (Including Recharges and Capital Charges)**	**(14,960)**

ANALYSIS OF BUDGET VARIATIONS		
		COMMENTS
Base Budget 2018/19	**10**	
Employees	**12,420**	NI/Super/pay award
Employees	9,560	Increase in hours due to backfilling re Digital transformation
Supplies & Services	2,740	
Supplies & Services	3,000	Increase to cover digital initiatives
Supplies & Services	10,000	Virement from Corporate policy re Digital transformation
Transport	700	
Support Services	52,390	
Capital Charges	(20,200)	
Recharges	(69,580)	
Transfers to/from Reserves	(16,000)	To cover Extra costs of digital transformation
Base Budget 2019/20	**(14,960)**	

ANALYSIS OF BUDGET VARIATIONS		
		COMMENTS
Base Budget 2018/19	**10**	
Outturn 2018/19 (P6 Forecast)	**10**	

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

2017/18 £	2018/19 £	2018/19 £		2019/20 £
			EXPENDITURE	
423,281	502,460	500,430	Employees	585,780
-	-	-	Premises	-
78,691	67,800	67,800	Supplies and Services	76,970
26,979	3,450	3,450	Transport	3,350
528,951	**573,710**	**571,680**	**TOTAL EXPENDITURE**	**666,100**
			INCOME	
-	-	-	Grants	-
(48,113)	(46,090)	(46,900)	Fees and Charges	(47,900)
480,838	**527,620**	**524,780**	**NET CONTROLLABLE EXPENDITURE**	**618,200**
			RECHARGES & CAPITAL CHARGES	
77,844	92,960	92,960	Support Services	126,950
-	-	-	Capital Charges	-
(539,181)	(515,580)	(515,580)	Recharges	(590,120)
-	-	-	Transfers to/from Reserves	-
19,500	**105,000**	**102,160**	**NET EXPENDITURE (Including Recharges and Capital Charges)**	**155,030**

ANALYSIS OF BUDGET VARIATIONS

		COMMENTS
Base Budget 2018/19	**105,000**	
Employees	42,880	Additional HR Officer
Employees	32,450	Additional National Management Trainee
Employees	160	NI/Super/Regradings/Change of Hours etc
Employees	5,000	NDGP Scheme cost
Employees	2,830	Salary related insurance costs
Supplies and Services	5,000	Legal Fees re settlement agreements
Supplies and Services	2,000	Read and write software subs
Supplies and Services	1,500	Increase in Reward gateway subs
Supplies and Services	2,000	increase in Health Assured subs
Supplies and Services	(1,000)	Saving on I Trent software costs
Supplies and Services	(330)	
Transport	(100)	
Income	(1,810)	
Support Services	33,990	
Recharges	(74,540)	
Base Budget 2019/20	**155,030**	

ANALYSIS OF BUDGET VARIATIONS

		COMMENTS
Base Budget 2018/19	**105,000**	
Employees	(2,030)	
Fees & Charges	(810)	Increased income from SDC re payroll
Outturn 2018/19 (P6 Forecast)	**102,160**	

REVENUE BUDGET				
Housing General Fund				
ACTUAL 2017/18 £	**BUDGET 2018/19 £**	**PROJECTED OUTTURN 2018/19 £**	**DETAIL**	**BUDGET 2019/20 £**
844,664	535,270	719,080	Housing Options	746,240
131,223	-	-	Refugee Project	(230)
134,870	117,410	113,440	Private Sector Housing	155,270
20,134	36,880	57,500	Housing Strategy and Enabling	81,980
741	9,060	(30,300)	Facilities Management	(10,070)
4,564	(8,840)	43,993	Gypsy Site - Chilmington	(9,090)
1,136,195	**689,780**	**903,713**	**SERVICE EXPENDITURE**	**964,100**

SUBJECTIVE ANALYSIS - 2019/20 ESTIMATE Housing General Fund							
	Housing Options	**Refugee Project**	**Private Sector Housing**	**Housing Strategy and Enabling**	**Facilities Management**	**Gypsy Site - Chilmington**	**Total**
EXPENDITURE							
Employees	617,340	75,270	99,180	52,720	170,400	15,070	1,029,980
Premises	1,216,180	60,000	-	-	609,970	36,550	1,922,700
Supplies and Services	916,700	210,000	16,500	2,680	94,790	1,480	1,242,150
Transport	22,140	15,000	5,830	4,430	2,670	2,070	52,140
TOTAL EXPENDITURE	2,772,360	360,270	121,510	59,830	877,830	55,170	4,246,970
INCOME							
Grants	(337,510)	(360,500)	-	-	-	-	(698,010)
Fees & Charges	(1,963,500)	-	(20,500)	-	(167,000)	(78,300)	(2,229,300)
TOTAL INCOME	(2,301,010)	(360,500)	(20,500)	-	(167,000)	(78,300)	(2,927,310)
NET CONTROLLABLE EXPENDITURE	**471,350**	**(230)**	**101,010**	**59,830**	**710,830**	**(23,130)**	**1,319,660**
NON CONTROLLABLE ITEMS							
Support Services	261,890	-	54,260	22,150	126,210	6,340	470,850
Capital Charges	8,000	-	-	-	119,500	7,700	135,200
Recharges	-	-	-	-	(966,610)	-	(966,610)
Transfers to/from Reserves	5,000	-	-	-	-	-	5,000
TOTAL NON-CONTROLLABLE ITEMS	274,890	-	54,260	22,150	(720,900)	14,040	(355,560)
NET EXPENDITURE	**746,240**	**(230)**	**155,270**	**81,980**	**(10,070)**	**(9,090)**	**964,100**

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 2017/18 £	**BUDGET 2018/19 £**	**PROJECTED OUTTURN 2018/19 £**	**DETAIL**	**BUDGET 2019/20 £**
			EXPENDITURE	
447,296	470,120	632,400	Employees	617,340
1,064,418	1,101,300	1,201,800	Premises	1,216,180
1,287,999	868,920	1,115,220	Supplies and Services	916,700
18,912	22,640	22,640	Transport	22,140
2,818,625	**2,462,980**	**2,972,060**	**TOTAL EXPENDITURE**	**2,772,360**
			INCOME	
(289,241)	(224,000)	(370,970)	Grants	(337,510)
(1,917,597)	(1,918,500)	(2,096,800)	Fees and Charges	(1,963,500)
611,787	**320,480**	**504,290**	**NET CONTROLLABLE EXPENDITURE**	**471,350**
			RECHARGES & CAPITAL CHARGES	
224,859	201,790	201,790	Support Services	261,890
8,018	8,000	8,000	Capital Charges	8,000
-	5,000	5,000	Transfers to/from Reserves	5,000
844,664	**535,270**	**719,080**	**NET EXPENDITURE (Including Recharges and Capital Charges)**	**746,240**

ANALYSIS OF BUDGET VARIATIONS		
Base Budget 2018/19	**535,270**	COMMENTS
Employees	139,920	Housing Options Team review re Homelessness Act
Employees	7,300	Pay award
Premises	9,880	ABC Lettings- mainenance costs increasing with expansion
Supplies and Services	47,780	Temporary Accommodation increased based on current demand
Transport	(500)	
Grants	(113,510)	Flexible Homelessness grant, Preventing Homelessness grant & New Burdens grant
Fees and Charges	(27,000)	ABC Lettings Accommodation charges
Fees and Charges	(15,000)	ABC Lettings Management fees
Fees and Charges	102,000	Private Sector Housing rental Income reduced with property numbers having fallen since 2017/18 but have remained static overthe last three months
Support Services	60,100	
Base Budget 2019/20	**746,240**	

ANALYSIS OF BUDGET VARIATIONS		
Base Budget 2018/19	**535,270**	COMMENTS
Employees	162,280	Housing Options Team review following Homelessness Act
Premises	100,500	ABC Lettings- rental costs increasing with expansion
Supplies and Services	246,300	Temporary Accommodation payments to landlords based on demand
Grants	(146,970)	Flexible Homelessness grant, Preventing Homelessness grant & New Burdens grant
Fees and Charges	(178,300)	ABC Lettings and Temporary Accommodation
Outturn 2018/19 (P6 Forecast)	**719,080**	

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 2017/18 £	**BUDGET 2018/19 £**	**PROJECTED OUTTURN 2018/19 £**	**DETAIL**	**BUDGET 2019/20 £**
			EXPENDITURE	
262,346	80,310	72,270	Employees	75,270
55,986	40,000	60,000	Premises	60,000
132,606	121,500	121,500	Supplies and Services	210,000
9,528	16,000	16,000	Transport	15,000
460,466	**257,810**	**269,770**	**TOTAL EXPENDITURE**	**360,270**
			INCOME	
(329,006)	(257,810)	(269,770)	Grants	(360,500)
(238)	-	-	Fees and Charges	-
131,223	**-**	**-**	**NET CONTROLLABLE EXPENDITURE**	**(230)**
			RECHARGES & CAPITAL CHARGES	
131,223	**-**	**-**	**NET EXPENDITURE (Including Recharges and Capital Charges)**	**(230)**

ANALYSIS OF BUDGET VARIATIONS		
		COMMENTS
Base Budget 2018/19	**-**	
Employees	(5,040)	
Premises	20,000	Costs and grant income fluctuate dependant upon the timing of new arrivals
Supplies and Services	88,500	
Transport	(1,000)	
Grants	(102,690)	
Base Budget 2019/20	**(230)**	

ANALYSIS OF BUDGET VARIATIONS		
		COMMENTS
Base Budget 2018/19	**-**	
Employees	(8,040)	
Premises	20,000	
Grants	(11,960)	
Outturn 2018/19 (P6 Forecast)	**-**	

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 2017/18 £	**BUDGET 2018/19 £**	**PROJECTED OUTTURN 2018/19 £**	**DETAIL**	**BUDGET 2019/20 £**
			EXPENDITURE	
94,863	100,850	96,880	Employees	99,180
6,922	-	-	Premises	-
11,617	13,900	13,900	Supplies and Services	16,500
5,793	5,430	5,430	Transport	5,830
119,195	**120,180**	**116,210**	**TOTAL EXPENDITURE**	**121,510**
			INCOME	
(1,040)	-	-	Grants	-
(21,116)	(20,000)	(20,000)	Fees and Charges	(20,500)
97,039	**100,180**	**96,210**	**NET CONTROLLABLE EXPENDITURE**	**101,010**
			RECHARGES & CAPITAL CHARGES	
37,830	17,230	17,230	Support Services	54,260
134,870	**117,410**	**113,440**	**NET EXPENDITURE (Including Recharges and Capital Charges)**	**155,270**

ANALYSIS OF BUDGET VARIATIONS		
		COMMENTS
Base Budget 2018/19	**117,410**	
Employees	(1,670)	
Supplies and Services	2,600	
Transport	400	
Support Services	37,030	
Fees and Charges	(500)	
Base Budget 2019/20	**155,270**	

ANALYSIS OF BUDGET VARIATIONS		
		COMMENTS
Base Budget 2018/19	**117,410**	
Employees	(3,970)	
Outturn 2018/19 (P6 Forecast)	**113,440**	

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 2017/18 £	**BUDGET 2018/19 £**	**PROJECTED OUTTURN 2018/19 £**	**DETAIL**	**BUDGET 2019/20 £**
			EXPENDITURE	
42,262	64,220	82,840	Employees	52,720
2,033	680	2,680	Supplies and Services	2,680
425	380	380	Transport	4,430
44,720	**65,280**	**85,900**	**TOTAL EXPENDITURE**	**59,830**
			INCOME	
(144)	-	-	Fees and Charges	-
44,576	**65,280**	**85,900**	**NET CONTROLLABLE EXPENDITURE**	**59,830**
			RECHARGES & CAPITAL CHARGES	
23,538	19,580	19,580	Support Services	22,150
(47,980)	(47,980)	(47,980)	Recharges	-
20,134	**36,880**	**57,500**	**NET EXPENDITURE (Including Recharges and Capital Charges)**	**81,980**

ANALYSIS OF BUDGET VARIATIONS		
		COMMENTS
Base Budget 2018/19	**36,880**	
Employees	(11,500)	New Development Officer post but costs offset with transfer of 'management' salaries to the HRA.
Supplies and Services	2,000	
Transport	4,050	
Support Services	2,570	
Recharges	47,980	Recharge previously made to Corporate Projects is no longer appropriate following changes in staffing.
Base Budget 2019/20	**81,980**	

ANALYSIS OF BUDGET VARIATIONS		
		COMMENTS
Base Budget 2018/19	**36,880**	
Employees	18,620	New Development Partnership Officer less changes in 'management' allocations
Supplies and Services	2,000	
Outturn 2018/19 (P6 Forecast)	**57,500**	

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 2017/18 £	**BUDGET 2018/19 £**	**PROJECTED OUTTURN 2018/19 £**	**DETAIL**	**BUDGET 2019/20 £**
			EXPENDITURE	
162,183	189,400	150,040	Employees	170,400
790,841	589,760	589,760	Premises	609,970
97,473	93,550	93,550	Supplies and Services	94,790
2,166	2,750	2,750	Transport	2,670
1,052,662	**875,460**	**836,100**	**TOTAL EXPENDITURE**	**877,830**
			INCOME	
-	-	-	Grants	-
(156,604)	(174,380)	(174,380)	Fees and Charges	(167,000)
896,058	**701,080**	**661,720**	**NET CONTROLLABLE EXPENDITURE**	**710,830**
			RECHARGES & CAPITAL CHARGES	
144,461	120,410	120,410	Support Services	126,210
112,996	112,700	112,700	Capital Charges	119,500
(1,152,774)	(925,130)	(925,130)	Recharges	(966,610)
-	-	-	Transfers to/from Reserves	-
741	**9,060**	**(30,300)**	**NET EXPENDITURE (Including Recharges and Capital Charges)**	**(10,070)**

ANALYSIS OF BUDGET VARIATIONS		
		COMMENTS
Base Budget 2018/19	**9,060**	
Employees	(19,000)	Housing Operations Manager post partly transferred to the HRA
Premises	11,210	Utility budgets increased
Premises	9,000	Increased maintenance budget
Supplies and Services	1,240	
Transport	(80)	
Fees and Charges	7,380	
Support Services	5,800	
Capital Charges	6,800	
Recharges	(41,480)	
Base Budget 2019/20	**(10,070)**	

ANALYSIS OF BUDGET VARIATIONS		
		COMMENTS
Base Budget 2018/19	**9,060**	
Employees	(39,360)	Housing Operations Manager post partly transferred to the HRA
Outturn 2018/19 (P6 Forecast)	**(30,300)**	

NOTES
Subject to a successful consultation process it is proposed responsibility for the Facilities Team will pass to Corporate Property & Projects to further consolidate the management of corporate assets with effect from 1st April 2019.

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 2017/18 £	**BUDGET 2018/19 £**	**PROJECTED OUTTURN 2018/19 £**	**DETAIL**	**BUDGET 2019/20 £**
			EXPENDITURE	
22,163	15,280	19,490	Employees	15,070
53,130	33,780	71,750	Premises	36,550
86	-	1,480	Supplies and Services	1,480
1,262	-	2,073	Transport	2,070
76,641	**49,060**	**94,793**	**TOTAL EXPENDITURE**	**55,170**
			INCOME	
-	-	-	Grants	-
(84,728)	(72,200)	(65,100)	Fees and Charges	(78,300)
(8,087)	**(23,140)**	**29,693**	**NET CONTROLLABLE EXPENDITURE**	**(23,130)**
			RECHARGES & CAPITAL CHARGES	
6,301	8,000	8,000	Support Services	6,340
6,350	6,300	6,300	Capital Charges	7,700
4,564	**(8,840)**	**43,993**	**NET EXPENDITURE (Including Recharges and Capital Charges)**	**(9,090)**

ANALYSIS OF BUDGET VARIATIONS		
		COMMENTS
Base Budget 2018/19	**(8,840)**	
Premises	2,770	Water Supply
Supplies and Services	1,480	
Transport	1,863	
Fees and Charges	(6,100)	Electricity costs recovered
Support Services	(1,660)	
Capital Charges	1,400	
Base Budget 2019/20	**(9,087)**	

ANALYSIS OF BUDGET VARIATIONS		
		COMMENTS
Base Budget 2018/19	**(8,840)**	
Employees	4,210	
Premises	10,970	
Premises	27,000	Fly-tipping clearance/prevention and electrical testing
Other	3,553	
Fees and Charges	7,100	Rent lower as a consequence of void properties
Outturn 2018/19 (P6 Forecast)	**43,993**	

REVENUE BUDGET				
Community Safety and Wellbeing				
ACTUAL 2017/18 £	**ESTIMATE 2018/19 £**	**PROJECTED OUTTURN 2018/19 £**	**DETAIL**	**ESTIMATE 2019/20 £**
(670,642)	(622,730)	(706,924)	Parking & Engineering	(1,425,870)
693,640	618,160	670,581	Environmental Health	558,310
419,208	574,040	530,211	Community Safety,AMC,Licencing	574,860
442,206	**569,470**	**493,868**	**SERVICE EXPENDITURE**	**(292,700)**

SUBJECTIVE ANALYSIS - 2019/20 ESTIMATE Community Safety and Wellbeing				
	Parking & Engineering	**Environmental Health**	**Community Safety, AMC, Licencing**	**Total**
EXPENDITURE				
Employees	593,310	904,450	603,280	2,101,040
Premises	629,440	20,700	13,550	663,690
Supplies and Services	251,730	69,450	195,840	517,020
Transport	39,560	41,470	17,900	98,930
TOTAL EXPENDITURE	1,514,040	1,036,070	830,570	3,380,680
INCOME				
Grants	-	(37,000)	(38,500)	(75,500)
Fees & Charges	(3,377,160)	(17,400)	(421,000)	(3,815,560)
TOTAL INCOME	(3,377,160)	(54,400)	(459,500)	(3,891,060)
NET CONTROLLABLE EXPENDITURE	**(1,863,120)**	**981,670**	**371,070**	**(510,380)**
NON CONTROLLABLE ITEMS				
Support Services	479,250	759,010	493,700	1,731,960
Capital Charges	18,000	-	5,800	23,800
Recharges	-	(1,182,370)	(295,710)	(1,478,080)
Transfers to/from Reserves	(60,000)	-	-	(60,000)
TOTAL NON-CONTROLLABLE ITEMS	437,250	(423,360)	203,790	217,680
NET EXPENDITURE	**(1,425,870)**	**558,310**	**574,860**	**(292,700)**

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 Community Safety and Wellbeing			
BUDGET MANAGER	Deputy Head of Community Safety and Wellbeing			

ACTUAL 2017/18 £	**ESTIMATE 2018/19 £**	**PROJECTED OUTTURN 2018/19 £**	**DETAIL**	**ESTIMATE 2019/20 £**
			EXPENDITURE	
506,597	548,780	571,520	Employees	593,310
480,998	582,460	580,376	Premises	629,440
377,982	245,480	250,350	Supplies and Services	251,730
16,852	21,130	34,260	Transport	39,560
1,382,430	**1,397,850**	**1,436,506**	**TOTAL EXPENDITURE**	**1,514,040**
			INCOME	
-	-	-	Grants	-
(2,562,191)	(2,601,310)	(2,724,160)	Fees and Charges	(3,377,160)
(1,179,761)	**(1,203,460)**	**(1,287,654)**	**NET CONTROLLABLE EXPENDITURE**	**(1,863,120)**
			RECHARGES & CAPITAL CHARGES	
491,000	522,730	522,730	Support Services	479,250
18,120	18,000	18,000	Capital Charges	18,000
-	-	-	Recharges	-
-	40,000	40,000	Transfers to/from Reserves	(60,000)
(670,642)	**(622,730)**	**(706,924)**	**NET EXPENDITURE (Including Recharges and Capital Charges)**	**(1,425,870)**

ANALYSIS OF BUDGET VARIATIONS		
Base Budget 2018/19	**(622,730)**	COMMENTS
Employees	44,530	Pay Award etc plus changes in Management allocations
Premises	(11,020)	Signs & Road markings
Premises	(42,000)	Footway Lighting and Bus shelter budgets transferred to Corporate Property
Premises	100,000	NNDR at Elwick Place Car Park
Supplies and Service/Transport	6,250	
Transport	18,430	Rural Transport
Fees and Charges	(775,850)	Elwick Place Car Park/Rural Transport
Support Services	(43,480)	
Transfers to/from Reserves	(100,000)	Opening phase of Elwick Place Development
Base Budget 2019/20	**(1,425,870)**	

ANALYSIS OF BUDGET VARIATIONS		
		COMMENTS
Base Budget 2018/19	**(622,730)**	
Employees	22,740	
Employees		
Premises	(2,084)	
Supplies and Service/Transport		
Supplies and Services	4,870	
Transport	13,130	
Fees and Charges	(122,850)	Elwick Place Car Park
Outturn 2018/19 (P6 Forecast)	**(706,924)**	

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 Community Safety and Wellbeing			
BUDGET MANAGER	Deputy Head of Community Safety and Wellbeing			

ACTUAL 2017/18 £	ESTIMATE 2018/19 £	PROJECTED OUTTURN 2018/19 £	DETAIL	ESTIMATE 2019/20 £
			EXPENDITURE	
880,963	883,100	931,880	Employees	904,450
110	10,880	6,380	Premises	20,700
36,312	58,330	62,221	Supplies and Services	69,450
39,883	34,120	34,170	Transport	41,470
957,267	**986,430**	**1,034,651**	**TOTAL EXPENDITURE**	**1,036,070**
			INCOME	
-	-	-	Grants	(37,000)
(26,699)	(22,500)	(18,300)	Fees and Charges	(17,400)
930,568	**963,930**	**1,016,351**	**NET CONTROLLABLE EXPENDITURE**	**981,670**
			RECHARGES & CAPITAL CHARGES	
847,286	722,250	722,250	Support Services	759,010
-	-	-	Capital Charges	-
(1,084,214)	(1,068,020)	(1,068,020)	Recharges	(1,182,370)
-	-	-	Transfers to/from Reserves	-
693,640	**618,160**	**670,581**	**NET EXPENDITURE (Including Recharges and Capital Charges)**	**558,310**

ANALYSIS OF BUDGET VARIATIONS

		COMMENTS
Base Budget 2018/19	**618,160**	
Employees	21,350	Pay Award etc plus changes in Management allocations
Premises	9,820	Rental of One You Premises
Supplies and Services	15,000	One You - Non Domestic Rates
Supplies and Services	(3,880)	Minor savings
Transport	7,350	Leased Cars
Fees and Charges	5,100	Authorised Processes/Animal Welfare fees
Grants	(37,000)	Contribution to 'One you' Expenses
Support Services	36,760	
Recharges	(114,350)	
Base Budget 2019/20	**558,310**	

ANALYSIS OF BUDGET VARIATIONS

		COMMENTS
Base Budget 2018/19	**618,160**	
Employees	48,780	£20k Discretionary payment
Premises	(4,500)	
Supplies and Services	3,891	
Transport	50	
Fees and Charges	4,200	
Outturn 2018/19 (P6 Forecast)	**670,581**	

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 Community Safety and Wellbeing
BUDGET MANAGER	Deputy Head of Community Safety and Wellbeing

ACTUAL 2017/18 £	ESTIMATE 2018/19 £	PROJECTED OUTTURN 2018/19 £	DETAIL	ESTIMATE 2019/20 £
			EXPENDITURE	
605,817	638,270	583,760	Employees	603,280
13,313	17,750	14,790	Premises	13,550
237,562	217,780	223,666	Supplies and Services	195,840
17,895	19,350	19,350	Transport	17,900
874,587	**893,150**	**841,566**	**TOTAL EXPENDITURE**	**830,570**
			INCOME	
(188,944)	(36,500)	(36,500)	Grants	(38,500)
(407,445)	(421,580)	(413,825)	Fees and Charges	(421,000)
278,198	**435,070**	**391,241**	**NET CONTROLLABLE EXPENDITURE**	**371,070**
			RECHARGES & CAPITAL CHARGES	
536,506	511,440	511,440	Support Services	493,700
5,800	5,800	5,800	Capital Charges	5,800
(401,297)	(378,270)	(378,270)	Recharges	(295,710)
-	-	-	Transfers to/from Reserves	-
419,208	**574,040**	**530,211**	**NET EXPENDITURE (Including Recharges and Capital Charges)**	**574,860**

ANALYSIS OF BUDGET VARIATIONS		
		COMMENTS
Base Budget 2018/19	**574,040**	
Employees	(34,990)	Pay Award etc plus changes in Management allocations
Premises	(4,200)	
Supplies and Services	(21,940)	Miscellaneous Insurance
Transport	(1,450)	
Fees and Charges	580	
Grants	(2,000)	
Support Services	(17,740)	
Recharges	82,560	
Base Budget 2019/20	**574,860**	

ANALYSIS OF BUDGET VARIATIONS		
		COMMENTS
Base Budget 2018/19	**574,040**	
Employees	(54,510)	Adjustment of Management allocations within Community Safety and Wellbeing
Premises	(2,960)	
Supplies and Services	5,886	
Fees and Charges	7,755	
Outturn 2018/19 (P6 Forecast)	**530,211**	

This page has been intentionally left blank

REVENUE BUDGET				
Environment and Land Management				
ACTUAL 2017/18 £	**ESTIMATE 2018/19 £**	**PROJECTED OUTTURN 2018/19 £**	**DETAIL**	**ESTIMATE 2019/20 £**
329,756	303,490	306,430	Street Scene	340,880
2,908,586	3,292,380	3,172,380	Refuse, Recycling and Street Cleansing	3,280,420
1,485,988	1,590,220	1,557,120	Grounds Maintenance	1,633,540
4,724,330	**5,186,090**	**5,035,930**	**SERVICE EXPENDITURE**	**5,254,840**

SUBJECTIVE ANALYSIS - 2019/20 ESTIMATE Environment and Land Management				
	Street Scene	**Refuse, Recycling and Street Cleansing**	**Grounds Maintenance**	**Total**
EXPENDITURE				
Employees	434,540	-	1,076,450	1,510,990
Premises	75,640	49,600	342,100	467,340
Supplies and Services	101,060	3,858,380	199,830	4,159,270
Transport	21,370	-	194,170	215,540
TOTAL EXPENDITURE	632,610	3,907,980	1,812,550	6,353,140
INCOME				
Grants	-	(272,000)	-	(272,000)
Fees & Charges	(122,500)	(682,690)	(378,000)	(1,183,190)
TOTAL INCOME	(122,500)	(954,690)	(378,000)	(1,455,190)
NET CONTROLLABLE EXPENDITURE	**510,110**	**2,953,290**	**1,434,550**	**4,897,950**
NON CONTROLLABLE ITEMS				
Support Services	515,060	540,990	189,690	1,245,740
Capital Charges	9,100	-	89,300	98,400
Recharges	(693,390)	(157,620)	(180,000)	(1,031,010)
Transfers to/from Reserves	-	(56,240)	100,000	43,760
TOTAL NON-CONTROLLABLE ITEMS	(169,230)	327,130	198,990	356,890
NET EXPENDITURE	**340,880**	**3,280,420**	**1,633,540**	**5,254,840**

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 and cemetery services	
SERVICE MANAGER			Head of Environment & Land Management	
BUDGET MANAGER			Environmental Operations Manager	
ACTUAL 2017/18 £	**BUDGET 2018/19**	**PROJECTED OUTTURN 2018/19 £**	**DETAIL**	**ESTIMATE 2019/20 £**
			EXPENDITURE	
405,964	418,160	418,290	Employees	434,540
88,702	121,940	97,300	Premises	75,640
57,502	60,960	88,410	Supplies and Services	101,060
18,793	19,300	19,300	Transport	21,370
570,960	**620,360**	**623,300**	**TOTAL EXPENDITURE**	**632,610**
			INCOME	
-	-	-	Grants	-
(132,357)	(127,600)	(127,600)	Fees and Charges	(122,500)
438,603	**492,760**	**495,700**	**NET CONTROLLABLE EXPENDITURE**	**510,110**
			RECHARGES & CAPITAL CHARGES	
544,857	480,470	480,470	Support Services	515,060
9,113	9,100	9,100	Capital Charges	9,100
(662,816)	(678,840)	(678,840)	Recharges	(693,390)
-	-	-	Transfers to/from Reserves	-
329,756	**303,490**	**306,430**	**NET EXPENDITURE (Including Recharges and Capital Charges)**	**340,880**

ANALYSIS OF BUDGET VARIATIONS		
		COMMENTS
Base Budget 2018/19	**303,490**	
Employees	16,380	Increments and pay awards
Premises	(46,300)	Budget moved to supplied and services
Supplies and Services	40,100	Budget moved from premises
Transport	2,070	
Fees and Charges	5,100	Reduction in cemetery income
Support Services	34,590	
Recharges	(14,550)	
Base Budget 2019/20	**340,880**	

ANALYSIS OF BUDGET VARIATIONS		
		COMMENTS
Base Budget 2018/19	**303,490**	
Employees	130	
Premises	(24,640)	Budget moved to supplies and services
Supplies and Services	27,450	Budget moved from premises
Outturn 2018/19 (P6 Forecast)	**306,430**	

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 2017/18 £	**BUDGET 2018/19 £**	**PROJECTED OUTTURN 2018/19 £**	**DETAIL**	**ESTIMATE 2019/20 £**
			EXPENDITURE	
3,990	-	-	Employees	-
103,588	42,000	73,500	Premises	49,600
3,524,336	3,650,070	3,704,720	Supplies and Services	3,858,380
255	-	-	Transport	-
3,632,169	**3,692,070**	**3,778,220**	**TOTAL EXPENDITURE**	**3,907,980**
			INCOME	
(288,400)	(272,000)	(272,000)	Grants	(272,000)
(699,692)	(585,000)	(789,490)	Fees and Charges	(682,690)
2,644,077	**2,835,070**	**2,716,730**	**NET CONTROLLABLE EXPENDITURE**	**2,953,290**
			RECHARGES & CAPITAL CHARGES	
406,401	528,000	528,000	Support Services	540,990
-	-	-	Capital Charges	-
(141,892)	(130,690)	(130,690)	Recharges	(157,620)
-	60,000	58,340	Transfers to/from Reserves	(56,240)
2,908,586	**3,292,380**	**3,172,380**	**NET EXPENDITURE (Including Recharges and Capital Charges)**	**3,280,420**

ANALYSIS OF BUDGET VARIATIONS		
		COMMENTS
Base Budget 2018/19	**3,292,380**	
Premises	7,600	£5k increase in utilities and £2.6k for CCTV cameras
Supplies and Services	208,310	£112k increase in refuse contract, £43k increase for litter bin replacement cost, £43k costs towards litter enforcement, £10k for waste consultancy
Fees and Charges	(97,690)	Increase in garden waste income and enforcement fines
Support Services	12,990	
Recharges	(26,930)	
Transfers to/from Reserves	(116,240)	Previous contribution to reserves is now being drawn upon for the litter bin replacement programme.
Base Budget 2019/20	**3,280,420**	

ANALYSIS OF BUDGET VARIATIONS		
		COMMENTS
Base Budget 2018/19	**3,292,380**	
Premises	31,500	Cost of SCMG audit
Supplies and Services	54,650	Increase due to litter enforcement costs and litter bin replacements
Fees and Charges	(204,490)	£110k additional garden waste income due to increase in fee, £55k income from enforcement duties, £40k additional income from bulky waste collection and new developments
Transfers to/from Reserves	(1,660)	
Outturn 2018/19 (P6 Forecast)	**3,172,380**	

REVENUE BUDGET

SERVICE	**Grounds Maintenance**
SERVICE DESCRIPTION	Provision of the Council's in house grounds maintenance service which includes, health and safety inspections of and repairs to council play areas, lifebelt inspections, priority 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 2017/18 £	BUDGET 2018/19 £	PROJECTED OUTTURN 2018/19 £	DETAIL	ESTIMATE 2019/20 £
			EXPENDITURE	
870,391	999,570	961,670	Employees	1,076,450
332,706	353,000	398,000	Premises	342,100
217,863	235,900	207,100	Supplies and Services	199,830
133,481	158,910	160,260	Transport	194,170
1,554,441	**1,747,380**	**1,727,030**	**TOTAL EXPENDITURE**	**1,812,550**
			INCOME	
(536)	-	-	Grants	-
(151,480)	(291,400)	(384,150)	Fees and Charges	(378,000)
1,402,425	**1,455,980**	**1,342,880**	**NET CONTROLLABLE EXPENDITURE**	**1,434,550**
			RECHARGES & CAPITAL CHARGES	
174,193	223,940	223,940	Support Services	189,690
90,662	90,300	90,300	Capital Charges	89,300
(181,291)	(180,000)	(180,000)	Recharges	(180,000)
-	-	80,000	Transfers to/from Reserves	100,000
1,485,988	**1,590,220**	**1,557,120**	**NET EXPENDITURE (Including Recharges and Capital Charges)**	**1,633,540**

ANALYSIS OF BUDGET VARIATIONS

		COMMENTS
Base Budget 2018/19	**1,590,220**	
Employees	76,880	£45k for new posts funded from reduction in premises and supplies and services, increments and pay awards
Premises	(10,900)	Reduction to unscheduled works
Supplies and Services	(36,070)	Reduction in consumables and materials
Transport	35,260	Increase in vehicle insurance and additional van
Fees and Charges	(86,600)	£100k from commercial work income, £10k reduction of income from Kent Highways due to reduction in cuts and management fee
Support Services	(34,250)	
Capital Charges	(1,000)	
Transfers to/from Reserves	100,000	Income from commercial work to be transferred to reserves to support future machinery replacement
Base Budget 2019/20	**1,633,540**	

ANALYSIS OF BUDGET VARIATIONS

		COMMENTS
Base Budget 2018/19	**1,590,220**	
Employees	(37,900)	Salary savings due to vacancies
Premises	45,000	Increase in unscheduled works and business rates due to depot expansion
Supplies and Services	(28,800)	Reduction in consumables and materials
Transport	1,350	
Fees and Charges	(92,750)	£80k income received from commercial works
Transfers to/from Reserves	80,000	Commercial work income to be transferred to reserves
Outturn 2018/19 (P6 Forecast)	**1,557,120**	

This page has been intentionally left blank

REVENUE BUDGET				
Corporate Property and Projects				
ACTUAL 2017/18 £	**BUDGET 2018/19 £**	**PROJECTED OUTTURN 2018/19 £**	**DETAIL**	**ESTIMATE 2019/20 £**
(1,434,894)	(1,577,860)	(1,354,657)	Corporate Property	(2,310,060)
4,753	6,960	40,720	Project Delivery Team	19,660
(1,430,142)	**(1,570,900)**	**(1,313,937)**	**SERVICE EXPENDITURE**	**(2,290,400)**

SUBJECTIVE ANALYSIS - 2019/20 ESTIMATE Corporate Property and Projects			
	Corporate Property	**Project Delivery Team**	**Total**
EXPENDITURE			
Employees	706,040	528,030	1,234,070
Premises	2,589,260	-	2,589,260
Supplies and Services	189,830	8,250	198,080
Transport	24,280	25,960	50,240
TOTAL EXPENDITURE	3,509,410	562,240	4,071,650
INCOME			
Grants	-	-	-
Fees & Charges	(5,372,290)	-	(5,372,290)
TOTAL INCOME	(5,372,290)	-	(5,372,290)
NET CONTROLLABLE EXPENDITURE	**(1,862,880)**	**562,240**	**(1,300,640)**
NON CONTROLLABLE ITEMS			
Support Services	687,660	87,370	775,030
Capital Charges	504,400	-	504,400
Recharges	(1,470,240)	(629,950)	(2,100,190)
Transfers to/from Reserves	(169,000)	-	(169,000)
TOTAL NON-CONTROLLABLE ITEMS	(447,180)	(542,580)	(989,760)
NET EXPENDITURE	**(2,310,060)**	**19,660**	**(2,290,400)**

REVENUE BUDGET	
SERVICE	**Corporate Property**
SERVICE DESCRIPTION	Management of Corporate and Commercial Property including entering into new commercial ventures, procurement and contract management.
SERVICE MANAGER	Head of Corporate Property and Projects
BUDGET MANAGER	Head of Corporate Property and Projects

ACTUAL 2017/18 £	BUDGET 2018/19 £	PROJECTED OUTTURN 2018/19 £	DETAIL	ESTIMATE 2019/20 £
			EXPENDITURE	
565,248	547,980	624,350	Employees	706,040
1,448,055	1,625,250	1,834,241	Premises	2,589,260
225,579	137,170	198,576	Supplies and Services	189,830
19,067	25,700	25,850	Transport	24,280
2,257,949	**2,336,100**	**2,683,017**	**TOTAL EXPENDITURE**	**3,509,410**
			INCOME	
(3,000)	(14,000)	(14,000)	Grants	-
(3,354,846)	(3,683,860)	(3,721,774)	Fees and Charges	(5,372,290)
(1,099,898)	**(1,361,760)**	**(1,052,757)**	**NET CONTROLLABLE EXPENDITURE**	**(1,862,880)**
			RECHARGES & CAPITAL CHARGES	
495,313	429,500	429,500	Support Services	687,660
430,925	427,500	427,500	Capital Charges	504,400
(1,261,234)	(1,073,100)	(1,092,100)	Recharges	(1,470,240)
-	-	(66,800)	Transfers to/from Reserves	(169,000)
(1,434,894)	**(1,577,860)**	**(1,354,657)**	**NET EXPENDITURE (Including Recharges and Capital Charges)**	**(2,310,060)**

ANALYSIS OF BUDGET VARIATIONS

		COMMENTS
Base Budget 2018/19	**(1,577,860)**	
Employees	158,060	2.5 new posts, £20k regrading and pay awards
Premises	964,010	Rent and service charges for Corporate Property Budget transferred from Parking for bus shelters and street nameplates Premises insurance, repairs and renewals and business rates
Supplies and Services	52,660	Security charges, advertising and bad debts provision for Carlton Road Increase in computer software and engineers fees Increase in festive lighting
Transport	(1,420)	
Grants	14,000	Reduction in sponsorship Town Centre Christmas Lights
Fees and Charges	(1,688,430)	Increase in rental income and service charges for existing and new acquisitions including Commercial Quarter, Court Wurtin, Carlton Road and Elwick
Support Services	258,160	
Capital Charges	76,900	
Recharges	(397,140)	
Transfers to/from Reserves	(169,000)	Contribution from reserves to support Corporate priorities
Base Budget 2019/20	**(2,141,060)**	

ANALYSIS OF BUDGET VARIATIONS

		COMMENTS
Base Budget 2018/19	**(1,577,860)**	
Employees	76,370	New posts, increased hours and regrading
Premises	208,991	Service charges and premises insurances Programmed redecoration and maintenance and general building works Transfer from Parking for bus shelters and street nameplates
Supplies and Services	61,406	Professional and consultancy fees, advertising, promotions and security charges
Transport	150	
Fees and Charges	(37,914)	Increase in rental income
Recharges	(19,000)	
Transfers to/from Reserves	(66,800)	
Outturn 2018/19 (P6 Forecast)	**(1,354,657)**	

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 2017/18 £	**BUDGET 2018/19 £**	**PROJECTED OUTTURN 2018/19 £**	**DETAIL**	**ESTIMATE 2019/20 £**
			EXPENDITURE	
460,953	466,750	498,210	Employees	528,030
160	-		Premises	-
5,355	6,250	8,550	Supplies and Services	8,250
20,044	22,110	22,110	Transport	25,960
486,511	**495,110**	**528,870**	**TOTAL EXPENDITURE**	**562,240**
			INCOME	
-	-	-	Grants	-
-	-	-	Fees and Charges	-
486,511	**495,110**	**528,870**	**NET CONTROLLABLE EXPENDITURE**	**562,240**
			RECHARGES & CAPITAL CHARGES	
59,495	53,720	53,720	Support Services	87,370
-	-	-	Capital Charges	-
(541,253)	(541,870)	(541,870)	Recharges	(629,950)
-	-	-	Transfers to/from Reserves	-
4,753	**6,960**	**40,720**	**NET EXPENDITURE (Including Recharges and Capital Charges)**	**19,660**

ANALYSIS OF BUDGET VARIATIONS		
		COMMENTS
Base Budget 2018/19	**6,960**	
Employees	61,280	New Business Support Officer and upgrade of existing post, pay award
Supplies and Services	2,000	Pressure of increased computer hardware
Transport	3,850	
Support Services	33,650	
Recharges	(88,080)	
Base Budget 2019/20	**19,660**	

ANALYSIS OF BUDGET VARIATIONS		
		COMMENTS
Base Budget 2018/19	**6,960**	
Employees	31,460	New post and upgrade
Supplies and Services	2,300	Increase in subscriptions
Outturn 2018/19 (P6 Forecast)	**40,720**	

REVENUE BUDGET				
Culture				
ACTUAL 2017/18 £	**BUDGET 2018/19 £**	**PROJECTED OUTTURN 2018/19 £**	**DETAIL**	**ESTIMATE 2019/20 £**
259,113	260,080	267,660	Open Spaces and Conservation	270,620
319,508	279,780	279,780	Cultural Services Management	389,310
227,860	236,440	236,880	Tourism & Heritage	242,680
520,209	518,300	537,770	Cultural Projects	547,490
1,659,475	1,591,700	1,591,700	Leisure Centres	1,398,380
339,519	359,760	359,760	Single Grants Gateway	446,760
3,325,684	**3,246,060**	**3,273,550**	**SERVICE EXPENDITURE**	**3,295,240**

SUBJECTIVE ANALYSIS - 2019/20 ESTIMATE Culture							
	Open Spaces and Conservation	**Cultural Services Management**	**Tourism & Heritage**	**Cultural Projects**	**Leisure Centres**	**Single Grants Gateway**	**Total**
EXPENDITURE							
Employees	153,550	136,690	142,190	285,640	-	-	718,070
Premises	22,590	-	-	2,620	269,920	-	295,130
Supplies and Services	58,980	5,680	24,340	150,150	22,840	468,900	730,890
Transport	8,280	4,880	3,860	13,660	-	-	30,680
TOTAL EXPENDITURE	243,400	147,250	170,390	452,070	292,760	468,900	1,774,770
INCOME							
Grants	-	-	-	(20,000)	-	(22,140)	(42,140)
Fees & Charges	(2,500)	-	(5,900)	(97,210)	(66,400)	-	(172,010)
TOTAL INCOME	(2,500)	-	(5,900)	(117,210)	(66,400)	(22,140)	(214,150)
NET CONTROLLABLE EXPENDITURE	**240,900**	**147,250**	**164,490**	**334,860**	**226,360**	**446,760**	**1,560,620**
NON CONTROLLABLE ITEMS							
Support Services	28,420	126,060	69,150	191,860	291,120	-	706,610
Capital Charges	1,300	116,000	4,400	22,200	813,500	-	957,400
Recharges	-	-	-	-	-	-	-
Transfers to/from Reserves	-	-	4,640	(1,430)	67,400	-	70,610
TOTAL NON-CONTROLLABLE ITEMS	29,720	242,060	78,190	212,630	1,172,020	-	1,734,620
NET EXPENDITURE	**270,620**	**389,310**	**242,680**	**547,490**	**1,398,380**	**446,760**	**3,295,240**

REVENUE BUDGET				
SERVICE			**Open Spaces and Conservation**	
SERVICE DESCRIPTION			This budget includes grants to various conservation projects, including the costs for the Hothfield Warden, Play and Open Space work and officers.	
SERVICE MANAGER			Head of Culture	
BUDGET MANAGER			Cultural Projects Manager	
ACTUAL 2017/18 £	**BUDGET 2018/19 £**	**PROJECTED OUTTURN 2018/19 £**	**DETAIL**	**ESTIMATE 2019/20 £**
			EXPENDITURE	
143,490	150,540	149,690	Employees	153,550
25,960	23,480	47,680	Premises	22,590
67,624	56,000	56,000	Supplies and Services	58,980
7,148	10,660	8,280	Transport	8,280
244,223	**240,680**	**261,650**	**TOTAL EXPENDITURE**	**243,400**
			INCOME	
(7,080)	-	-	Grants	-
(2,500)	(2,500)	(2,500)	Fees and Charges	(2,500)
234,643	**238,180**	**259,150**	**NET CONTROLLABLE EXPENDITURE**	**240,900**
			RECHARGES & CAPITAL CHARGES	
23,344	20,800	20,800	Support Services	28,420
1,126	1,100	1,100	Capital Charges	1,300
-	-	-	Recharges	-
-	-	(13,390)	Transfers to/from Reserves	-
259,113	**260,080**	**267,660**	**NET EXPENDITURE (Including Recharges and Capital Charges)**	**270,620**

ANALYSIS OF BUDGET VARIATIONS		
		COMMENTS
Base Budget 2018/19	**260,080**	
Employees	3,010	Pay awards and increments
Premises	(890)	
Supplies and Services	2,980	
Transport	(2,380)	
Support Services	7,620	
Capital Charges	200	
Base Budget 2019/20	**270,620**	

ANALYSIS OF BUDGET VARIATIONS		
		COMMENTS
Base Budget 2018/19	**260,080**	
Employees	(850)	
Premises	24,200	£13k remedial works for ditches and waterways, £6k for management of reptile receptor site, £5k to KSCP to support conservation objectives
Transport	(2,380)	
Transfers to/from Reserves	(13,390)	Offsets the cost for ditches and waterways
Outturn 2018/19 (P6 Forecast)	**267,660**	

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 2017/18 £	**BUDGET 2018/19 £**	**PROJECTED OUTTURN 2018/19 £**	**DETAIL**	**ESTIMATE 2019/20 £**
			EXPENDITURE	
116,864	121,890	121,890	Employees	136,690
842	-	-	Premises	-
11,295	5,680	5,680	Supplies and Services	5,680
4,271	4,910	4,910	Transport	4,880
133,270	**132,480**	**132,480**	**TOTAL EXPENDITURE**	**147,250**
			INCOME	
-	-	-	Grants	-
-	(5,000)	(5,000)	Fees and Charges	-
133,270	**127,480**	**127,480**	**NET CONTROLLABLE EXPENDITURE**	**147,250**
			RECHARGES & CAPITAL CHARGES	
112,532	80,380	80,380	Support Services	126,060
101,689	99,900	99,900	Capital Charges	116,000
(27,984)	(27,980)	(27,980)	Recharges	-
-	-	-	Transfers to/from Reserves	-
319,508	**279,780**	**279,780**	**NET EXPENDITURE (Including Recharges and Capital Charges)**	**389,310**

ANALYSIS OF BUDGET VARIATIONS		
		COMMENTS
Base Budget 2018/19	**279,780**	
Employees	14,800	New 1 FTE post replacing exsisting 0.6 FTE post, plus pay awards
Transport	(30)	
Fees and Charges	5,000	
Support Services	45,680	
Capital Charges	16,100	
Recharges	27,980	
Base Budget 2019/20	**389,310**	

ANALYSIS OF BUDGET VARIATIONS		
		COMMENTS
Base Budget 2018/19	**279,780**	
Outturn 2018/19 (P6 Forecast)	**279,780**	

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 2017/18 £	**ESTIMATE 2018/19 £**	**PROJECTED OUTTURN 2018/19 £**	**DETAIL**	**ESTIMATE 2019/20 £**
			EXPENDITURE	
133,343	139,010	139,010	Employees	142,190
-	-	-	Premises	-
38,187	31,830	32,640	Supplies and Services	24,340
921	3,490	3,490	Transport	3,860
172,451	**174,330**	**175,140**	**TOTAL EXPENDITURE**	**170,390**
			INCOME	
-	-	-	Grants	-
(26,803)	(6,000)	(6,000)	Fees and Charges	(5,900)
145,648	**168,330**	**169,140**	**NET CONTROLLABLE EXPENDITURE**	**164,490**
			RECHARGES & CAPITAL CHARGES	
72,612	66,410	66,410	Support Services	69,150
4,395	4,400	4,400	Capital Charges	4,400
-	-	-	Recharges	-
5,206	(2,700)	(3,070)	Transfers to/from Reserves	4,640
227,860	**236,440**	**236,880**	**NET EXPENDITURE (Including Recharges and Capital Charges)**	**242,680**

ANALYSIS OF BUDGET VARIATIONS		
		COMMENTS
Base Budget 2018/19	**236,440**	
Employees	3,180	Pay awards and increments
Supplies and Services	(7,490)	Reduction in twinning costs
Transport	370	
Fees and Charges	100	
Support Services	2,740	
Transfers to/from Reserves	7,340	Contras with supplies and services for twinning
Base Budget 2019/20	**242,680**	

ANALYSIS OF BUDGET VARIATIONS		
		COMMENTS
Base Budget 2018/19	**236,440**	
Supplies and Services	810	
Transfers to/from Reserves	(370)	
Outturn 2018/19 (P6 Forecast)	**236,880**	

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 2017/18 £	**BUDGET 2018/19 £**	**PROJECTED OUTTURN 2018/19 £**	**DETAIL**	**ESTIMATE 2019/20 £**
			EXPENDITURE	
269,526	286,350	286,350	Employees	285,640
45,162	4,190	13,990	Premises	2,620
199,038	115,970	389,300	Supplies and Services	150,150
27,990	12,070	15,760	Transport	13,660
541,716	**418,580**	**705,400**	**TOTAL EXPENDITURE**	**452,070**
			INCOME	
(105,535)	(34,000)	(195,800)	Grants	(20,000)
(51,886)	(80,030)	(97,240)	Fees and Charges	(97,210)
384,295	**304,550**	**412,360**	**NET CONTROLLABLE EXPENDITURE**	**334,860**
			RECHARGES & CAPITAL CHARGES	
159,009	235,790	235,790	Support Services	191,860
22,185	22,200	22,200	Capital Charges	22,200
(45,280)	(45,280)	(45,280)	Recharges	-
-	1,040	(87,300)	Transfers to/from Reserves	(1,430)
520,209	**518,300**	**537,770**	**NET EXPENDITURE (Including Recharges and Capital Charges)**	**547,490**

ANALYSIS OF BUDGET VARIATIONS		
		COMMENTS
Base Budget 2018/19	**518,300**	
Employees	(710)	
Premises	(1,570)	
Supplies and Services	34,180	£15k reduction in spend for Create festival £12k contribution for the maintenance of Pitchside and Courtside £7k for healthy lifestyle projects from Active Ashford pot
Transport	1,590	
Grants	14,000	Reduction in sponsorship income for Create festival
Fees and Charges	(17,180)	£12k contribution towards maintenance for Pitchside & Courtside. £6k rental income increase from Bowls Club
Support Services	(43,930)	
Recharges	45,280	
Transfers to/from Reserves	(2,470)	
Base Budget 2019/20	**547,490**	

ANALYSIS OF BUDGET VARIATIONS		
		COMMENTS
Base Budget 2018/19	**518,300**	
Premises	9,800	£8k for Charing war memorial stone
Supplies and Services	273,330	£151k Snowdogs, £84k for Fields of Battle Land of Peace Exhibition, £30k for Victoria Park HLF Bid, £12k contribution towards maintenance of Pitchside and Courtside
Transport	3,690	
Grants	(161,800)	
Fees and Charges	(17,210)	Outstanding rent due from Bowls club due to rent increase
Transfers to/from Reserves	(88,340)	To offset the cost of the Fields of Battle, Land of Peace Exhibition
Outturn 2018/19 (P6 Forecast)	**537,770**	

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 2017/18 £	**BUDGET 2018/19 £**	**PROJECTED OUTTURN 2018/19 £**	**DETAIL**	**ESTIMATE 2019/20 £**
			EXPENDITURE	
-	-	-	Employees	-
372,827	352,450	352,450	Premises	269,920
55,997	39,110	82,510	Supplies and Services	22,840
1,488	-	-	Transport	-
430,311	**391,560**	**434,960**	**TOTAL EXPENDITURE**	**292,760**
			INCOME	
-	-	-	Grants	-
(1,074)	(59,160)	(59,160)	Fees and Charges	(66,400)
429,237	**332,400**	**375,800**	**NET CONTROLLABLE EXPENDITURE**	**226,360**
			RECHARGES & CAPITAL CHARGES	
317,333	295,400	295,400	Support Services	291,120
912,905	911,800	911,800	Capital Charges	813,500
-	-	-	Recharges	-
-	52,100	8,700	Transfers to/from Reserves	67,400
1,659,475	**1,591,700**	**1,591,700**	**NET EXPENDITURE (Including Recharges and Capital Charges)**	**1,398,380**

ANALYSIS OF BUDGET VARIATIONS		
		COMMENTS
Base Budget 2018/19	**1,591,700**	
Premises	(82,530)	Anticipated reduction in utility costs
Supplies and Services	(16,270)	Reduction in professional fee for leisure procurment exercise
Fees and Charges	(7,240)	
Support Services	(4,280)	
Capital Charges	(98,300)	
Transfers to/from Reserves	15,300	Contras with the reduction in supplies and services
Base Budget 2019/20	**1,398,380**	

ANALYSIS OF BUDGET VARIATIONS		
		COMMENTS
Base Budget 2018/19	**1,591,700**	
Supplies and Services	43,400	£16k cost for leased gym equipment & £27k professional and legal fees towards leisure procurement
Transfers to/from Reserves	(43,400)	Contras additional cost in supplies and services
Outturn 2018/19 (P6 Forecast)	**1,591,700**	

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 2017/18 £	**ESTIMATE 2018/19 £**	**PROJECTED OUTTURN 2018/19 £**	**DETAIL**	**ESTIMATE 2019/20 £**
			EXPENDITURE	
-	-	-	Employees	-
-	-	-	Premises	-
361,659	381,900	381,900	Supplies and Services	468,900
-	-	-	Transport	-
361,659	**381,900**	**381,900**	**TOTAL EXPENDITURE**	**468,900**
			INCOME	
(22,140)	(22,140)	(22,140)	Grants	(22,140)
-	-	-	Fees and Charges	-
339,519	**359,760**	**359,760**	**NET CONTROLLABLE EXPENDITURE**	**446,760**
			RECHARGES & CAPITAL CHARGES	
-	-	-	Support Services	-
-	-	-	Capital Charges	-
-	-	-	Recharges	-
-	-	-	Transfers to/from Reserves	-
339,519	**359,760**	**359,760**	**NET EXPENDITURE (Including Recharges and Capital Charges)**	**446,760**

ANALYSIS OF BUDGET VARIATIONS		
		COMMENTS
Base Budget 2018/19	**359,760**	
Supplies and Services	87,000	£12k increase in member grants due to increasing the number of Councillors to 47 £75k increase in community grants fund
Base Budget 2019/20	**446,760**	

ANALYSIS OF BUDGET VARIATIONS		
		COMMENTS
Base Budget 2018/19	**359,760**	
Outturn 2018/19 (P6 Forecast)	**359,760**	

REVENUE BUDGET	
SERVICE	**Net Interest and Capital Charges**
SERVICE DESCRIPTION	Includes the Income earned on investments and interest payable on borrowing, the reversal of Capital Charges (contra entries) is also shown
SERVICE MANAGER	Head of Finance
BUDGET MANAGER	Head of Finance

ACTUAL 2017/18 £	BUDGET 2018/19 £	PROJECTED OUTTURN 2018/19 £	DETAIL	BUDGET 2019/20 £
			EXPENDITURE	
(138,273)	(176,380)	(176,380)	Item 8 Credit	(176,380)
(86,066)	-	-	Debt Mgt Charges to HRA	-
13,234	30,670	30,670	Item 8 Debit	30,670
55,550	676,500	524,000	Interest Paid	1,752,180
147,317	278,650	278,650	MRP	704,260
(8,238)	**809,440**	**656,940**	**TOTAL EXPENDITURE**	**2,310,730**
			INCOME	
(1,100,596)	(2,415,860)	(2,317,410)	Fees and Charges	(3,050,570)
(1,108,834)	**(1,606,420)**	**(1,660,470)**	**NET CONTROLLABLE EXPENDITURE**	**(739,840)**
			RECHARGES & CAPITAL CHARGES	
(1,788,632)	(1,781,400)	(1,781,400)	Capital Charges	(1,752,600)
(2,897,466)	**(3,387,820)**	**(3,441,870)**	**NET EXPENDITURE**	**(2,492,440)**

ANALYSIS OF BUDGET VARIATIONS

	£	COMMENTS
Base Budget 2018/19	**(3,387,820)**	
Charge to/from HRA	0	Changes in Item 8 forecast
Interest paid	1,075,680	Increase in borrowing costs to support capital programme acquisitions
MRP	425,610	Increase reflects additional borrowing
Fees and Charges	(634,710)	Increase in investment income due to change in strategic investment strategy and receipt from Ellwick funding
Change in Capital Charges	28,800	Effect on depreciation following revaluation
Budget 2019/20	**(2,492,440)**	

ANALYSIS OF BUDGET VARIATIONS

	£	COMMENTS
Base Budget 2018/19	**(3,387,820)**	
Interest paid	(152,500)	Borrowing less than forecast
Fees and Charges	98,450	Reduction due to lower than anticipated investment in Subsidery
Outturn 2018/19	**(3,441,870)**	

This page has been intentionally left blank

REVENUE BUDGET				
Housing Revenue Account				
ACTUAL **2017/18** **£**	**BUDGET** **2018/19** **£**	**PROJECTED OUTTURN** **2018/19** **£**	**DETAIL**	**ESTIMATE** **2019/20** **£**
6,424,511	5,268,380	5,207,580	Supervision & Management	5,769,750
(24,704,303)	(24,978,930)	(25,287,080)	Income	(24,843,280)
16,038,828	17,445,420	17,407,660	Other	16,030,460
3,461,712	3,418,400	3,538,900	Repairs & Maintenance	3,478,370
1,220,748	**1,153,270**	**867,060**	**SERVICE EXPENDITURE**	**435,300**

SUBJECTIVE ANALYSIS - 2019/20 ESTIMATE Housing Revenue Account					
	Supervision & Management	**Income**	**Other**	**Repairs & Maintenance**	**Total**
EXPENDITURE					
Employees	2,371,410	-	-	-	2,371,410
Premises	707,250	-	-	3,473,870	4,181,120
Supplies and Services	911,170	-	209,000	28,500	1,148,670
Transport	126,530	-	-	-	126,530
TOTAL EXPENDITURE	4,116,360	-	209,000	3,502,370	7,827,730
INCOME					
Grants	-	-	(2,999,850)	-	(2,999,850)
Fees & Charges	(84,520)	(24,843,280)	(2,000)	(24,000)	(24,953,800)
TOTAL INCOME	(84,520)	(24,843,280)	(3,001,850)	(24,000)	(27,953,650)
NET CONTROLLABLE EXPENDITURE	**4,031,840**	**(24,843,280)**	**(2,792,850)**	**3,478,370**	**(20,125,920)**
NON CONTROLLABLE ITEMS					
Support Services	1,839,780	-	878,500	-	2,718,280
Capital Charges	-	-	17,944,810	-	17,944,810
Recharges	(101,870)	-	-	-	(101,870)
Transfers to/from Reserves	-	-	-	-	-
TOTAL NON-CONTROLLABLE ITEMS	1,737,910	-	18,823,310	-	20,561,220
NET EXPENDITURE	**5,769,750**	**(24,843,280)**	**16,030,460**	**3,478,370**	**435,300**

REVENUE BUDGET				
SERVICE		**Supervision And Mgnt 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 2017/18 £	**BUDGET 2018/19 £**	**PROJECTED OUTTURN 2018/19 £**	**DETAIL**	**ESTIMATE 2019/20 £**
			EXPENDITURE	
2,231,022	2,175,650	2,238,820	Employees	2,371,410
831,776	733,130	645,210	Premises	707,250
1,116,544	784,110	771,610	Supplies and Services	911,170
115,334	110,590	111,540	Transport	126,530
4,294,675	**3,803,480**	**3,767,180**	**TOTAL EXPENDITURE**	**4,116,360**
			INCOME	
(207,320)	(78,520)	(99,020)	Fees and Charges	(84,520)
4,084,590	**3,724,960**	**3,668,160**	**NET CONTROLLABLE EXPENDITURE**	**4,031,840**
			RECHARGES & CAPITAL CHARGES	
1,450,539	1,620,370	1,616,370	Support Services	1,839,780
(90,701)	(80,750)	(80,750)	Recharges	(101,870)
-	-	-	Transfers to/from Reserves	-
6,424,511	**5,268,380**	**5,207,580**	**NET EXPENDITURE (Including Recharges and Capital Charges)**	**5,769,750**

ANALYSIS OF BUDGET VARIATIONS		
		COMMENTS
Base budget 2018/19	**5,268,380**	
Employees	47,900	Pay Award and other adjustments
Employees	75,000	Management allocation adjustments
Employees	45,000	Regrading's
Employees	27,860	New Electrical Apprentice post
Premises	(125,880)	Children's Play Areas
Premises	100,000	Utilities and Cleaning - Farrow Court previously underestimated and reinclusion of the Danemore Scheme
Supplies and Services	(80,940)	New Development consultants costs
Supplies and Services	208,000	Homeless payments re Oakleigh Scheme
Transport	15,940	
Fees and Charges	(6,000)	
Support Services	219,410	
Base budget 2019/20	**5,769,750**	

ANALYSIS OF BUDGET VARIATIONS		
		COMMENTS
Bae Budgets 2018/19	**5,268,380**	
Employees	48,170	Maternity/ Long Term sick Cover and Regrading's
Employees	15,000	Backdated Electrical Services Team regrading's
Premises	50,000	Electricity - Increased costs from suppliers, the reinclusion of Danemore plus an underestimation at Farrow Court
Premises	(137,920)	Children's Play Area costs capitalised
Supplies and Services	(12,500)	Assisted Removals
Other	(19,550)	
Outturn 2018/19 (Q2 Forecast)	**5,207,580**	

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 2017/18 £	**BUDGET 2018/19 £**	**PROJECTED OUTTURN 2018/19 £**	**DETAIL**	**ESTIMATE 2019/20 £**
			INCOME	-
(23,614,513)	(23,931,000)	(24,027,300)	Dwelling Rents	(23,585,900)
(1,086,600)	(1,044,740)	(1,256,590)	Service Charges	(1,254,380)
(3,190)	(3,190)	(3,190)	Garage and land rent	(3,000)
			Other	
(24,704,303)	**(24,978,930)**	**(25,287,080)**	**NET CONTROLLABLE EXPENDITURE**	**(24,843,280)**
			RECHARGES & CAPITAL CHARGES	
(24,704,303)	**(24,978,930)**	**(25,287,080)**	**NET EXPENDITURE (Including Recharges and Capital Charges)**	**(24,843,280)**

ANALYSIS OF BUDGET VARIATIONS		
		COMMENTS
Base budget 2018/19	**(24,978,930)**	
Dwelling Rents	345,100	1% Rent reduction and estimated minor stock reduction
Service Charges	(209,640)	Farrow Court Ph2 now occupied plus adjustment in service charges following the loss of the Supporting People grant
Garage and land rent	190	
Base budget 2019/20	**(24,843,280)**	

ANALYSIS OF BUDGET VARIATIONS		
		COMMENTS
Bae Budgets 2018/19	**(24,978,930)**	
Dwelling Rents	(96,300)	New Build Additions and Decants
Service Charges	(211,850)	Farrow Court phase 2 and Supporting People adjustment
Outturn 2018/19 (Q2 Forecast)	**(25,287,080)**	

REVENUE BUDGET				
SERVICE			**HRA - Other**	
SERVICE DESCRIPTION			Includes the PFI contract, Capital Charges, Corporate and Democratic costs, Staff Superannuation costs and the Bad Debt Provision	
SERVICE MANAGER			Head of Housing	
BUDGET MANAGER			Head of Housing	
ACTUAL 2017/18 £	**BUDGET 2018/19 £**	**PROJECTED OUTTURN 2018/19 £**	**DETAIL**	**ESTIMATE 2019/20 £**
			EXPENDITURE	
-	-	-	Employees	-
-	-	-	Premises	-
215,918	61,000	61,000	Supplies and Services	209,000
-	-	-	Transport	-
215,918	**61,000**	**61,000**	**TOTAL EXPENDITURE**	**209,000**
			INCOME	
(2,999,845)	(2,999,850)	(2,999,850)	Grants	(2,999,850)
(13,234)	(3,200)	(3,200)	Fees and Charges	(2,000)
(2,797,161)	**(2,942,050)**	**(2,942,050)**	**NET CONTROLLABLE EXPENDITURE**	**(2,792,850)**
			RECHARGES & CAPITAL CHARGES	
912,650	944,130	944,130	Support Services	878,500
17,923,339	19,443,340	19,405,580	Capital Charges	17,944,810
-	-	-	Recharges	-
-	-	-	Transfers to/from Reserves	-
16,038,828	**17,445,420**	**17,407,660**	**NET EXPENDITURE (Including Recharges and Capital Charges)**	**16,030,460**

ANALYSIS OF BUDGET VARIATIONS		
		COMMENTS
Base budget 2018/19	**17,445,420**	
Supplies and Services	148,000	Provision for Bad Debts
Fees and Charges	1,200	
Support Services	(65,630)	
Capital Charges	(1,498,530)	Revenue Funding of Capital Expenditure
Base budget 2019/20	**16,030,460**	

ANALYSIS OF BUDGET VARIATIONS		
		COMMENTS
Bae Budgets 2018/19	**17,445,420**	
Outturn 2018/19 (Q2 Forecast)	**17,445,420**	

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 2017/18 £	**BUDGET 2018/19 £**	**PROJECTED OUTTURN 2018/19 £**	**DETAIL**	**ESTIMATE 2019/20 £**
			EXPENDITURE	
3,450,080	3,384,900	3,523,900	Premises	3,473,870
37,459	33,500	15,000	Supplies and Services	28,500
1,777	-	-	Transport	-
3,489,315	**3,418,400**	**3,538,900**	**TOTAL EXPENDITURE**	**3,502,370**
			INCOME	
(35,783)	-	-	Fees and Charges	(24,000)
(35,783)	**-**	**-**	**NET CONTROLLABLE EXPENDITURE**	**(24,000)**
			RECHARGES & CAPITAL CHARGES	
8,180	-	-	Support Services	-
3,461,712	**3,418,400**	**3,538,900**	**NET EXPENDITURE (Including Recharges and Capital Charges)**	**3,478,370**

ANALYSIS OF BUDGET VARIATIONS		
		COMMENTS
Base budget 2018/19	**3,418,400**	
Premises	200,000	Testing for Asbestos
Premises	(111,030)	Redecoration/Door Entry Area
Supplies and Services	(5,000)	Consultants - Valuers
Fees and Charges	(24,000)	Sewerage Treatment Works
Base budget 2019/20	**3,478,370**	

ANALYSIS OF BUDGET VARIATIONS		
		COMMENTS
Bae Budgets 2018/19	**3,418,400**	
Premises	139,000	Extra Asbestos/PVCU/Redecorations & Door Entry works offset partly with savings in Jobbing works
Supplies and Services	(18,500)	Reduced South East Consortium Subscription and revised revaluation costs
Outturn 2018/19 (Q2 Forecast)	**3,538,900**	

Summary of HRA Capital Works - Excludes New Build & Sheltered Scheme Capital Projects				
Planned Work	**2017/18 Actuals £'000's**	**2018/19 Original Budget £'000's**	**2018/19 Current Estimate £'000's**	**2019/20 Estimate £'000's**
Insulation	266	295	380	113
Central Heating	730	822	822	850
Adaptations For The Disabled	428	400	400	500
Structural Works				
Re-Roofing	248	892	829	748
P.V.C.U Gutters/Fascias/Soffit	0	93	39	161
Water Mains Replacement	151	149	140	214
Kitchen Refurbishments	752	722	550	641
Rewiring	0	186	37	42
Bathroom Refurbishment	383	564	400	435
Sheltering Accommodation Improvements		60	60	0
External Walls	119	110	110	251
Replacesment Windows	23	327	242	645
PV Panel Insulation				
Contingency				
	3,100	**4,620**	**4,009**	**4,600**

This page has been intentionally left blank

Capital Programme 2018/19 - 2021/22							
		Current budget	Previous Exp	2018/19	2019/20	2020/21	2021/22
		£	£	£	£	£	£
Corporate Property and Projects							
Planned Maintenance funded from borrowing		2,000,000	0	500,000	500,000	500,000	500,000
Provisional for Economic Investment & Regeneration Board		8,000,000	0	2,000,000	2,000,000	2,000,000	2,000,000
Property Company Acquisitions - based on current business plan		72,007,000	6,007,000	13,500,000	27,500,000	15,000,000	10,000,000
Elwick Place leisure, retail and car park development		42,330,000	20,124,000	22,206,000	0	0	0
International House Works		650,000	297,080	50,000	100,000	150,000	52,920
Coachworks Phase 1		850,000	9,480	450,000	390,520	0	0
Coachworks Phase 2		1,000,000	0	0	0	1,000,000	0
Commercial Qrt - pedestrian link path and footbridge		75,000	0	0	75,000	0	0
Power supply seperation for Civic Centre		100,000	0	0	100,000	0	0
Solar PV (various sites)		8,500,000	0	0	90,000	4,030,000	4,380,000
Mecca preparation for redevelopment		1,300,000	0	200,000	1,100,000	0	0
Total - Corporate Property and Projects		**136,812,000**	**26,437,560**	**38,906,000**	**31,855,520**	**22,680,000**	**16,932,920**
Community & Housing							
Mandatory Disabled Facility Grants							
	Expenditure	3,358,000	0	952,000	802,000	802,000	802,000
	External Funding	(2,798,000)	0	(662,000)	(712,000)	(712,000)	(712,000)
		560,000	0	290,000	90,000	90,000	90,000
Conversion of 112 Beaver Road Homeless Shelter		500,000	0	0	500,000	0	0
Total - Community & Housing		**3,858,000**	**0**	**952,000**	**1,302,000**	**802,000**	**802,000**
Information Technology							
Digital Transformation		350,000	0	200,000	150,000	0	0
Total - Information Technology		**350,000**	**0**	**200,000**	**150,000**	**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	50,000	300,000	332,390	0
Victoria Park Rejuvination Project		4,418,000	0	0	140,200	960,000	3,317,800
Courtside Pitchside Replacement 3G & Lighting		306,000	0	0	0	306,000	0
Conningbrook Lakes Country Park development		3,100,000	0	0	100,000	1,500,000	1,500,000
Memorial Gardens Enhancement	Expenditure	150,000	0	150,000	0	0	0
	External Funding	(6,965,000)	0	(150,000)	(140,200)	(1,857,000)	(4,817,800)
		3,369,000	1,377,610	125,000	475,000	1,316,390	75,000
Total Culture & the Environment		**10,334,000**	**1,377,610**	**275,000**	**615,200**	**3,173,390**	**4,892,800**
Health, Parking and Community Safety							
CCTV		480,000	29,000	451,000	0	0	0
Street Lighting replacement		1,000,000	7,960	992,040	0	0	0
Monitoring Centre Re-location		230,000		0	230,000	0	0
Multi Story Car park		9,500,000		0	1,500,000	7,500,000	500,000
Total Health, Parking and Community Safety		**11,210,000**	**36,960**	**1,443,040**	**1,730,000**	**7,500,000**	**500,000**
Planning and Development							
Junction 10a M20							
	Expenditure	16,000,000	0	10,000,000	4,000,000	2,000,000	0
	External Funding	(16,000,000)	0	(10,000,000)	(4,000,000)	(2,000,000)	0
		0	0	0	0	0	0
Total Planning and Development		**16,000,000**	**0**	**10,000,000**	**4,000,000**	**2,000,000**	**0**
General Fund Total		**178,564,000**	**27,852,130**	**51,776,040**	**39,652,720**	**36,155,390**	**23,127,720**
HRA Capital Works - as current business plan							
Programmed Works		20,453,000		5,221,000	4,657,000	5,430,000	5,145,000
Affordable Housing Programme		10,699,810	3,299,810	2,000,000	1,400,000	500,000	3,500,000
Danemore		7,800,000	3,557,650	4,047,350	195,000	0	0
Court Wurtin - Flats and stairwell		375,000		0	375,000	0	0
East Stour Court		6,378,090	15,000	150,000	2,777,970	2,854,360	580,760
Street Purchases		3,000,000		3,000,000	0	0	0
The Poplars		7,618,690	618,690	100,000	1,900,000	2,500,000	2,500,000
Halstow Way		5,667,810		100,000	1,839,790	1,890,380	1,837,640
Land Purchases for Affordable Homes		2,400,000		0	1,200,000	0	1,200,000
		64,392,400	**7,491,150**	**14,618,350**	**14,344,760**	**13,174,740**	**14,763,400**
Total HRA		**64,392,400**	**7,491,150**	**14,618,350**	**14,344,760**	**13,174,740**	**14,763,400**
Total Capital Spend		**242,956,400**	**35,343,280**	**66,394,390**	**53,997,480**	**49,330,130**	**37,891,120**

Capital Programme 2018/19 - 2021/22						
	Current budget £	Previous Exp £	2018/19 £	2019/20 £	2020/21 £	2021/22 £
CAPITAL SUMMARY						
Corporate Property and Projects	**136,812,000**	**26,437,560**	**38,906,000**	**31,855,520**	**22,680,000**	**16,932,920**
Community & Housing	**3,858,000**	**0**	**952,000**	**1,302,000**	**802,000**	**802,000**
Information Technology	**350,000**	**0**	**200,000**	**150,000**	**0**	**0**
Culture & the Environment	**10,334,000**	**1,377,610**	**275,000**	**615,200**	**3,173,390**	**4,892,800**
Health, Parking and Community Safety	**11,210,000**	**36,960**	**1,443,040**	**1,730,000**	**7,500,000**	**500,000**
Planning and Development	**16,000,000**	**0**	**10,000,000**	**4,000,000**	**2,000,000**	**0**
GENERAL FUND	**178,564,000**	**27,852,130**	**51,776,040**	**39,652,720**	**36,155,390**	**23,127,720**
HOUSING REVENUE ACCOUNT	**64,392,400**	**7,491,150**	**14,618,350**	**14,344,760**	**13,174,740**	**14,763,400**
TOTAL CAPITAL PROGRAMME	**242,956,400**	**35,343,280**	**66,394,390**	**53,997,480**	**49,330,130**	**37,891,120**

Funding Statement 2018/19 - 2021/22						
	Current budget £	Previous Exp £	2018/19 £	2019/20 £	2020/21 £	2021/22 £
Funding Source						
Capital Receipts - HRA	8,357,230	2,513,710	1,683,000	1,192,880	788,830	2,178,810
Capital Receipts - GF	860,000	0	365,000	165,000	165,000	165,000
Borrowing HRA	5,067,950		536,990	2,530,960	500,000	1,500,000
Borrowing GF	149,427,000	27,842,650	39,949,040	33,690,000	30,512,390	17,432,920
External grants & contributions HRA	8,761,500	1,374,000	2,890,000	1,469,410	2,191,840	836,250
External grants & contributions GF	25,763,000		10,812,000	4,852,200	4,569,000	5,529,800
Major Repairs Reserve HRA	20,452,570		5,221,370	4,657,070	5,429,380	5,144,750
Other Reserve HRA	21,753,150	3,603,440	4,286,990	4,494,440	4,264,690	5,103,590
Other Reserve GF	2,514,000	9,480	650,000	945,520	909,000	0
	242,956,400	35,343,280	66,394,390	53,997,480	49,330,130	37,891,120
External Grants						
Homes & Communities Agency (HCA)	7,821,500	1,374,000	1,950,000	1,469,410	2,191,840	836,250
Section 106	4,857,000	0	1,090,000	140,200	1,857,000	1,769,800
Heritage Lottery fund	3,048,000	0	0	0	0	3,048,000
Better Care Fund - Disabled Facility Grants	2,798,000	0	662,000	712,000	712,000	712,000
Communities and Local Government	16,000,000	0	10,000,000	4,000,000	2,000,000	0
	34,524,500	1,374,000	13,702,000	6,321,610	6,760,840	6,366,050

DISCRETIONARY & STATUTORY FEES 2019/20

Cemetery Charges

Item	Description/Comments	VAT Indicator	Charge 2017/18 £	Charge 2018/19 £	Proposed Charge 2019/20 £	Increase / Decrease on 2018/19 %
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	1,152.86	2.75%
	(2) Double Grave Depth	NB	1,237.00	1,237.00	1,271.02	2.75%
	(3) Triple Grave Depth	NB	1,446.00	1,446.00	1,485.77	2.75%
	(4) Child under 3 months (Resident)	NB	FREE			
	(5) Child under 3 Months (Non Resident)	NB	80.00	80.00	82.20	2.75%
	(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	82.20	2.75%
	(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	267.15	2.75%
	(10) Cremated Remains - Garden of Remembrance Willesborough	NB	403.00	403.00	414.08	2.75%
	(11) Single grave depth - includes boarding out with timber	NB	1,339.00	1,339.00	1,375.82	2.75%
REOPENING OF EXISTING GRAVES/OPENING OF PRE-PURCHASED GRAVES	(1) Single Grave Depth	NB	530.00	530.00	544.58	2.75%
	(2) Double Grave Depth	NB	650.00	650.00	667.88	2.75%
	(3) Triple Grave Depth	NB	930.00	930.00	955.58	2.75%
	(4) Cremated Remains	NB	111.00	111.00	114.05	2.75%

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

DISCRETIONARY & STATUTORY FEES 2019/20

Cemetery Charges

Item	Description/Comments	VAT Indicator	Charge 2017/18 £	Charge 2018/19 £	Proposed Charge 2019/20 £	Increase / Decrease on 2018/19 %
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	1,155.94	2.75%
	(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	1,651.19	2.75%
	(3) Child under 3 months (Resident)			FREE		
	(4) Child under 3 Months (Non Resident)	NB	80.00	80.00	82.20	2.75%
	(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	82.20	2.75%
	(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	267.15	2.75%
	(9) Cremated Remains - Garden of Remembrance - Large Plot	NB	472.00	472.00	484.98	2.75%
	(10) Cremated Remains - Garden of Remembrance - Small Plot	NB	326.00	326.00	334.97	2.75%
REOPENING OF EXISTING GRAVES/OPENING OF PRE-PURCHASED GRAVES	(1) Single Grave Depth	NB	606.00	606.00	622.67	2.75%
	(2) Double Grave Depth	NB	716.00	716.00	735.69	2.75%
	(3) Cremated Remains	NB	182.00	182.00	187.01	2.75%
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						

DISCRETIONARY & STATUTORY FEES 2019/20

Cemetery Charges

Item	Description/Comments	VAT Indicator	Charge 2017/18 £	Charge 2018/19 £	Proposed Charge 2019/20 £	Increase / Decrease on 2018/19 %
Cemetery Charges - All Cemeteries						
PURCHASE OF RIGHT OF BURIAL FOR 30 YEARS (Applies to pre-purchase of graves and where burial rights were not	(1) One grave space	NB	510.00	510.00	524.03	2.75%
	(2) One cremation plot - (holds 4 sets of ashes)	NB	285.00	285.00	292.13	2.50%
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	171.59	2.75%
	- 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	343.19	2.75%
	- Child up to 18 years	NB	167.00	167.00	171.59	2.75%
	(3) Right to erect a kerbstone (including inscription to one person) (Resident)					
	- Adult	NB	241.00	241.00	247.63	2.75%
	- 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	495.26	2.75%
	- Child to 18 years	NB	241.00	241.00	247.63	2.75%
	(5) Additional inscription (per person after first)	NB	55.00	55.00	56.51	2.75%
	(6) Right to place a vase (including inscription to one person)	NB	80.00	80.00	82.20	2.75%
PURCHASE OF WOODEN CROSS INCLUDING PLAQUE	(Ashford Borough Cemeteries only)	VT	40.00	40.00	41.10	2.75%
FAMILY MANAGED BURIALS	Additional administrative cost of this option	NB	166.00	166.00	170.57	2.75%
FAMILY HISTORY SEARCH	Per Name	VT	26.00	26.00	26.72	2.75%
	Over 4 Names	VT	80.00	80.00	82.20	2.75%
MAINTENANCE OF GRAVES	(1) Maintenance and Planting twice yearly with plants supplied by the Council	VT	157.00	157.00	161.32	2.75%
	(2) Cleaning of kerbstone (per annum)	VT	93.00	93.00	95.56	2.75%
	(3) Cleaning of headstone or memorial (per annum)	VT	156.00	156.00	160.29	2.75%

DISCRETIONARY & STATUTORY FEES 2019/20

Cemetery Charges

Item	Description/Comments	VAT Indicator	Charge 2017/18 £	Charge 2018/19 £	Proposed Charge 2019/20 £	Increase / Decrease on 2018/19 %
Woodland Burials						
BYBROOK CEMETERY	Woodland Burial Fee including grave purchase, digging, plaque and post					
	- one grave	EX	723.00	723.00	742.88	2.75%
	- two adjacent graves	EX	1,349.00	1,349.00	1,386.10	2.75%
	- double depth in new section	EX		1,349.00	1,386.10	2.75%
	Interment of cremated remains (in grave space) including grave purchase, digging, plaque and post	EX	621.00	621.00	638.08	2.75%
	Selection of grave space	EX	88.00	88.00	90.42	2.75%
	(These fees may be prepaid)*					
TENTERDEN CEMETERY	Woodland Burial Fee including grave purchase, digging, plaque and post					
	- one grave	EX	787.00	787.00	808.64	2.75%
	- two adjacent graves	EX	1,416.00	1,416.00	1,454.94	2.75%
	Interment of cremated remains (in grave space) including grave purchase, digging, plaque and post	EX	692.00	692.00	711.03	2.75%
	Selection of grave space	EX	88.00	88.00	90.42	2.75%
	(These fees may be prepaid)*					
ALL CEMETERIES	Further interment of cremated remains including casket					
	- Ashford	EX	129.00	129.00	132.55	2.75%
	- Tenterden	EX	196.00	196.00	201.39	2.75%
	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	344.21	2.75%
	Grave reservation	EX	174.00	174.00	178.79	2.75%
	Selection of grave space	EX	88.00	88.00	90.42	2.75%

DISCRETIONARY & STATUTORY FEES 2019/20						
Cemetery Charges						
Item	**Description/Comments**	**VAT Indicator**	**Charge 2017/18 £**	**Charge 2018/19 £**	**Proposed Charge 2019/20 £**	**Increase / Decrease on 2018/19 %**
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	51.38	2.75%
LATE ARRIVAL AT CEMETERY OF MORE THAN 30 MINS		NB	100.00	100.00	102.75	2.75%
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	87.34	2.75%
TO INTER 2 OR MORE SETS OF ASHES AT THE SAME TIME	additional fee to cover admin costs	EX	25.00	25.00	25.69	2.75%
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 2019/20						
Parking Charges						
Item	**Description/Comments**	**VAT Indicator**	**Charge 2017/18** £	**Charge 2018/19** £	**Proposed Charge 2019/20** £	**Increase / Decrease on 2018/19** %
Season Tickets (Ashford)						
	Edinburgh Road Reserved 12 months	VT	1,520.00		Scheme withdrawn	
	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%
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%

DISCRETIONARY & STATUTORY FEES 2019/20

Parking Charges

Item	Description/Comments	VAT Indicator	Charge 2017/18 £	Charge 2018/19 £	Proposed Charge 2019/20 £	Increase / Decrease on 2018/19 %
Other Permits						
	Visitor's permits each	EX	1.00	1.00	1.00	0.00%
	Admin Charge for loss of staff card/permit	VT	5.00	5.00	10.00	100.00%
	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/Dispensations - per week or part week	VT	30.00	30.00	30.00	0.00%
	Waivers/Dispensations - Additional Charge for occupying on street pay and display bay, per bay per day (only applies for individual days if fully week £30 charge applies effectively 2 days free)	VT	10.00	10.00	10.00	0.00%
	Waivers/Dispensations - Additional Charge for occupying on street pay and display bay, per bay per week	VT	30.00	30.00	30.00	0.00%
	Bay Suspensions per week	VT	50.00	50.00	50.00	0.00%
	Replacement of lost cones per cone	VT	20.00	20.00	20.00	0.00%
	Locked car park-vehicle release fee	VT	55.00	55.00	55.00	0.00%
	Clamping release fee - Day	VT	40.00	40.00	40.00	0.00%
	Clamping release fee - Night	VT	40.00	150.00	150.00	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%
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 over 4 hours	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 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 park over 4 hours	VT		5.00	5.00	0.00%
	Elwick Place car park up to 2 hours	VT		2.20	2.20	0.00%
	Elwick Place car park up to 3 hours	VT		3.30	3.30	0.00%
	Elwick Place car park up to 4 hours	VT		4.40	4.40	0.00%

DISCRETIONARY & STATUTORY FEES 2019/20

Parking Charges

Item	Description/Comments	VAT Indicator	Charge 2017/18 £	Charge 2018/19 £	Proposed Charge 2019/20 £	Increase / Decrease on 2018/19 %
	Elwick Place car park up to 5 hours	VT		5.50	5.50	0.00%
	Elwick Place car park over 5 hours	VT		11.00	11.00	0.00%
	Elwick Place car park after 4pm to 9am next day	VT		1.00	1.00	0.00%
	Elwick Place car park Travelodge	VT		7.50	7.50	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%
Car Park Charges (Tenterden)						
	Bridewell Lane car park per hour	VT	1.10	1.10	1.10	0.00%
	Bridewell Lane car park over 4 hours	VT	5.00	5.00	5.00	0.00%
	Recreation Ground Road car park per hour	VT	1.10	1.10	1.10	0.00%
	Recreation Ground Road car park over 4 hours	VT	11.00	11.00	11.00	0.00%
	Station Road car park Tenterden per hour	VT	1.10	1.10	1.10	0.00%
	Station Road car park Tenterden over 4 hours	VT	11.00	11.00	11.00	0.00%
	Station Road car park Tenterden per hour Coach charge	VT	1.70	1.70	1.70	0.00%
	Station Road car park Tenterden over 4 hours	VT	11.00	11.00	11.00	0.00%
	Tenterden Leisure Centre car park per hour	VT	1.10	1.10	1.10	0.00%
	Tenterden Leisure Centre car park over 4 hours	VT	11.00	11.00	11.00	0.00%
	Tenterden Leisure Centre car park Coach charge per hour	VT	1.70	1.70	1.70	0.00%
	Tenterden Leisure Centre car park Coach charge over 4 hours	VT	11.00	11.00	11.00	0.00%
On Street Parking Charges						
	Charge per hour before 6pm	EX	1.10	1.10	1.10	0.00%
	Charge after 6pm for parking up to 1 hour	EX	1.10	1.10	1.10	0.00%
	Charge after 6pm for parking over one hour	EX	3.00	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.

DISCRETIONARY & STATUTORY FEES 2019/20

Charge for the Supply of Information and Photocopies of Documents

Item	Description/Comments	VAT Indicator	Charge 2017/18 £	Charge 2018/19 £	Proposed Charge 2019/20 £	Increase / Decrease on 2018/19 %
General Photocopying	Per sheet of photocopy (for the first 10 sheets)	VT	0.37	0.38	0.39	2.63%
	Further Copies	VT	0.18	0.18	0.19	5.56%
Fax	First Page	VT	1.42	1.46	1.50	2.74%
	Each page thereafter	VT	0.76	0.78	0.80	2.56%
Notices and Extracts	Authenticated Building Control Regulation Approval or Completion Certificate	VT	10.11	10.36	10.67	2.99%
	Architects Plans (A3 & A4)	VT	0.37	0.38	0.39	2.63%
	Architects Plans (A2+)	VT	6.32	6.48	6.67	2.93%
Fact sheets	Major Development Proposals in Ashford (per page)	VT	1.73	1.77	1.82	2.82%
	All other fact sheets (per page)	VT	0.37	0.38	0.39	2.63%
Requests for Planning Information*		VT	54.49	55.85	57.53	3.01%
Requests for Building Control Information*		VT	54.49	55.85	57.53	3.01%
Inspection of approved Building Regulation Plans*		VT	54.49	55.85	57.53	3.01%
Gas and Pipeline Extracts*		VT	6.81	6.98	7.19	3.01%
Hard Copy Provision of Weekly List		VT	177.18	181.61	187.06	3.00%
Postage and Packing		VT	0.95	0.97	1.00	3.09%
*Fee for additional work on information that is freely available on website						

DISCRETIONARY & STATUTORY FEES 2019/20

Sale of Documents and Room Hire

Item	Description/Comments		VAT Indicator	Charge 2017/18 £	Charge 2018/19 £	Proposed Charge 2019/20 £	Increase / Decrease on 2018/19 %
Minutes	Council and Committees	- per annum	VT	187.68	192.37	198.14	3.00%
	(excluding the Planning Committee)	- per cycle	VT	37.95	38.90	40.07	3.01%
	Cabinet only	- per annum	VT	124.40	127.51	131.34	3.00%
		- per cycle	VT	25.47	26.11	26.89	2.99%
	Planning Committee only	- per annum	VT	124.40	127.51	131.34	3.00%
		- per cycle	VT	25.47	26.11	26.89	2.99%
	A single committee and its Sub- Committee	- per annum	VT	63.09	64.67	66.61	3.00%
	(excluding the Planning Committee)	- per cycle	VT	13.09	13.42	13.82	2.98%
Agendas and Reports	Council and Committees	- per annum	VT	335.98	344.38	354.71	3.00%
	(excluding the Planning Committee)	- per cycle	VT	67.77	69.46	71.54	2.99%
	Cabinet only	- per annum	VT	628.36	644.07	663.39	3.00%
		- per cycle	VT	26.93	27.60	28.43	3.01%
	Planning Committee only	- per annum	VT	628.36	644.07	663.39	3.00%
		- per cycle	VT	26.93	27.60	28.43	3.01%
	A single committee and its Sub- Committee	- per annum	VT	67.77	69.46	71.54	2.99%
	(excluding the Planning Committee)	- per cycle	VT	14.11	14.46	14.89	2.97%
	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	8.80	9.02	9.29	2.99%
	- requested by commercial bodies		VT	43.24	44.32	45.65	3.00%
	Council Year Book		VT	3.52	3.61	3.72	3.05%
	Copy of Lease, Order etc		VT	7.74	7.93	8.17	3.03%
	Copy of Byelaws - Statutory Fee		VT	0.26	0.27	0.28	3.70%
Room Hire	Council Chamber	- Up to 4 hours	VT	163.69	163.69	164.00	0.19%
		- Full Day	VT	287.34	287.34	288.00	0.23%
		- Evening after 5pm	VT	263.48	263.48	264.00	0.20%
	Committee Rooms	- Up to 4 hours	VT	85.79	85.79	86.00	0.24%
		- Full Day	VT	154.09	154.09	155.00	0.59%
		- Evening after 5pm	VT	148.30	148.30	149.00	0.47%

DISCRETIONARY & STATUTORY FEES 2019/20						
Property Services						
Item	**Description/Comments**	**VAT Indicator**	**Charge 2017/18**	**Charge 2018/19**	**Proposed Charge 2019/20**	**Increase / Decrease on 2018/19**
			£	**£**	**£**	**%**
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	188.00	193.00	0.00	-100.00%
Land sales - valuation	If external valuers are appointed, the charge will be the amount invoiced by the valuer.Intial payment of £500 is requested	EX	at cost recovery	at cost recovery	at cost recovery	n/a
Land sales - inspection/administration	Cost of the site inspection £297 up to sales value of £2500, where sales value exceeds £2500 cost will be £334 + 1% of sales value. Reflects more approparite charge.	VT	188.00	297.00	0.00	-100.00%
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	127.00	130.00	0.00	-100.00%
Release of covenant - valuation	If external valuers are appointed, the charge will be the amount invoiced by the valuer.	EX	at cost recovery	at cost recovery	at cost recovery	n/a
Release of covenant - administration		VT	127.00	130.00	0.00	-100.00%
Boundary disputes	Charge only applies if unlawful encroachment on Council land is found to have occurred. Final cost will depend upon complexity of dispute.	EX	188.00	193.00	0.00	-100.00%
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	411.00	0.00	-100.00%
AutoCAD plan production fee	Production of drawings for the purpose of ABC legal agreements	VT	n/a	103.00	0.00	-100.00%
Wayleaves - inspection/administration	The cost of the site inspection has not previously been charged for.	VT	127.00	130.00	0.00	-100.00%

DISCRETIONARY & STATUTORY FEES 2019/20

Legal & Electoral Services

Item	Description/Comments	VAT Indicator	Charge 2017/18 £	Charge 2018/19 £	Proposed Charge 2019/20 £	Increase / Decrease on 2018/19 %
Legal Fees						
S9 Agreements	(including caution/note on Register)	NB	303.00	311.00	320.00	2.89%
S9 Transfers	Plus Land Registry Fees	NB	303.00	311.00	320.00	2.89%
S106 agreements		NB	884.00	906.00	933.00	2.98%
Grazing Licences		NB	111.00	114.00	117.00	2.63%
Licences to Assign		NB	203.00	208.00	214.00	2.88%
Sales or Easements	Up to £2,500 in value	NB	290.00	297.00	306.00	3.03%
Sales or Easements	over £2,500 in value - Basic Fee of £300.00 plus 1% of sale price	NB	326.00	334.00	344.00	2.99%
Ellingham Leases		NB	315.00	323.00	333.00	3.10%
Ellingham lease renewals		NB	213.00	218.00	225.00	3.21%
Surrenders		NB	193.00	198.00	204.00	3.03%
Landlord consent etc		NB	102.00	105.00	108.00	2.86%
Transfer of Equity (mortgage)		NB	214.00	219.00	226.00	3.20%
Redemptions		NB	111.00	114.00	117.00	2.63%
Mortgagees Enquiries		NB	202.00	207.00	213.00	2.90%
Deed of Postponement		NB	92.00	94.00	97.00	3.19%
Release of expired Statutory Charge		NB	99.00	101.00	104.00	2.97%
Waiver (Improvement Grant)		NB	99.00	101.00	104.00	2.97%
Notice of Charge		NB	61.00	63.00	65.00	3.17%
Counterpart Lease		NB	61.00	63.00	65.00	3.17%
Engross Transfer/conveyance		NB	51.00	52.00	54.00	3.85%
Notice to Assign		NB	61.00	63.00	65.00	3.17%
Wayleaves		NB	178.00	182.00	187.00	2.75%
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						
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%

DISCRETIONARY & STATUTORY FEES 2019/20							
Licensing Fees							
Item	**Statutory or Discretionary**	**Description/Comments**	**VAT Indicator**	**Charge 2017/18**	**Charge 2018/19**	**Proposed Charge 2019/20**	**Increase / Decrease on 2018/19**
				£	**£**	**£**	**%**
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 loss/theft etc)	Statutory		NB	10.50	10.50	10.50	0.00%
Designated premises supervisor variation	Statutory		NB	23.00	23.00	23.00	0.00%
Premises licence transfer	Statutory		NB	23.00	23.00	23.00	0.00%
Club registration change	Statutory		NB	10.50	10.50	10.50	0.00%
Club name or rules notification	Statutory		NB	10.50	10.50	10.50	0.00%
Interim Authority Notice	Statutory		NB	23.00	23.00	23.00	0.00%
Provisional Statement	Statutory		NB	315.00	315.00	315.00	0.00%
Freeholder notification of licensing matters	Statutory		NB	21.00	21.00	21.00	0.00%
Minor Variation	Statutory		NB	89.00	89.00	89.00	0.00%

DISCRETIONARY & STATUTORY FEES 2019/20							
Licensing Fees							
Item	**Statutory or Discretionary**	**Description/Comments**	**VAT Indicator**	**Charge 2017/18** £	**Charge 2018/19** £	**Proposed Charge 2019/20** £	**Increase / Decrease on 2018/19** %
Animal Welfare and Public Health Licences							
Dog Breeding Establishments	Discretionary	New Licence	NB	563.00	577.00		-100.00%
	Discretionary	Renewal	NB	139.00	142.00		-100.00%
	Discretionary	Variation	NB	139.00	142.00		-100.00%
	Discretionary	Concurrent 2nd application	NB	70.00	72.00		-100.00%
Animal Boarding Establishments	Discretionary	New Licence	NB	563.00	577.00		-100.00%
	Discretionary	Renewal	NB	139.00	142.00		-100.00%
	Discretionary	Variation	NB	139.00	142.00		-100.00%
	Discretionary	Concurrent 2nd application	NB	70.00	72.00		-100.00%
Home Boarding	Discretionary	New Licence	NB	88.00	90.00		-100.00%
	Discretionary	Renewal	NB	68.00	70.00		-100.00%
Pet Shops	Discretionary	New Licence	NB	563.00	577.00		-100.00%
	Discretionary	Renewal	NB	139.00	142.00		-100.00%
	Discretionary	Variation	NB	139.00	142.00		-100.00%
	Discretionary	Concurrent 2nd application	NB	70.00	72.00		-100.00%
Riding Establishments	Discretionary	New Licence	NB	563.00	577.00		-100.00%
	Discretionary	Renewal	NB	407.00	417.00		-100.00%
	Discretionary	Variation	NB	77.00	79.00		-100.00%
	Discretionary	Concurrent 2nd application	NB	35.00	36.00		-100.00%
Dangerous Wild Animals	Discretionary	New Licence (2 year licence)	NB	931.00	954.00	977.00	2.41%
	Discretionary	Renewal (2 year licence)	NB	637.00	653.00	669.00	2.45%
	Discretionary	Variation	NB	328.00	336.00	344.00	2.38%
	Discretionary	Concurrent 2nd application	NB	83.00	85.00	87.00	2.35%
Zoos	Discretionary	Consideration	NB	1,160.00	1,189.00	1,218.00	2.44%
	Discretionary	Licence (4 year licence)	NB	1,913.00	1,961.00	2,008.00	2.40%
	Discretionary	Renewal (6 year licence)	NB	2,870.00	2,942.00	3,013.00	2.41%
	Discretionary	Dispensation - 14(1)(a)	NB	467.00	479.00	491.00	2.51%
Boarding of animals	Discretionary	(New app) Application fee - up to 50 animals	NB		260.00	260.00	0.00%
	Discretionary	(New app) Grant fee - up to 50 animals	NB		200.00	200.00	0.00%
	Discretionary	(New app) Application fee - 51 or more animals	NB		295.00	295.00	0.00%
	Discretionary	(New app) Grant fee - 51 or more animals	NB		230.00	230.00	0.00%
	Discretionary	(Renewal) Application fee - up to 50 animals	NB		225.00	225.00	0.00%
	Discretionary	(Renewal) Grant fee - up to 50 animals	NB		200.00	200.00	0.00%
	Discretionary	(Renewal) Application fee - 51 or more animals	NB		255.00	255.00	0.00%
	Discretionary	(Renewal) Grant fee - 51 or more animals	NB		230.00	230.00	0.00%

DISCRETIONARY & STATUTORY FEES 2019/20							
Licensing Fees							
Item	**Statutory or Discretionary**	**Description/Comments**	**VAT Indicator**	**Charge 2017/18**	**Charge 2018/19**	**Proposed Charge 2019/20**	**Increase / Decrease on 2018/19**
				£	**£**	**£**	**%**
Selling of Animals	Discretionary	(New app) Application fee	NB		280.00	280.00	0.00%
	Discretionary	(New app) Grant fee	NB		215.00	215.00	0.00%
	Discretionary	(Renewal) Application fee	NB		240.00	240.00	0.00%
	Discretionary	(Renewal) Grant fee	NB		215.00	215.00	0.00%
Home boarding or day care	Discretionary	(New app) Application fee	NB		245.00	245.00	0.00%
	Discretionary	(New app) Grant fee	NB		180.00	180.00	0.00%
	Discretionary	(Renewal) Application fee	NB		210.00	210.00	0.00%
	Discretionary	(Renewal) Grant fee	NB		180.00	180.00	0.00%
Riding Establishments	Discretionary	(New app) Application fee - up to 10 horses	NB		280.00	280.00	0.00%
	Discretionary	(New app) Grant fee - up to 10 horses	NB		215.00	215.00	0.00%
	Discretionary	(New app) Application fee - 11 or more horses	NB		310.00	310.00	0.00%
	Discretionary	(New app) Grant fee - 11 or more horses	NB		245.00	245.00	0.00%
	Discretionary	(Renewal) Application fee - up to 10 horses	NB		240.00	240.00	0.00%
	Discretionary	(Renewal) Grant fee - up to 10 horses	NB		215.00	215.00	0.00%
	Discretionary	(Renewal) Application fee - 11 or more horses	NB		270.00	270.00	0.00%
	Discretionary	(Renewal) Grant fee - 11 or more horses	NB		245.00	245.00	0.00%
Keeping animals for exhibition	Discretionary	(New app) Application fee	NB		230.00	230.00	0.00%
	Discretionary	(New app) Grant fee	NB		165.00	165.00	0.00%
	Discretionary	(Renewal) Application fee	NB		190.00	190.00	0.00%
	Discretionary	(Renewal) Grant fee	NB		165.00	165.00	0.00%
Breeding Establishments	Discretionary	(New app) Application fee - up to 5 dogs	NB		230.00	230.00	0.00%
	Discretionary	(New app) Grant fee - up to 5 dogs	NB		165.00	165.00	0.00%
	Discretionary	(New app) Application fee - 6-10 dogs	NB		245.00	245.00	0.00%
	Discretionary	(New app) Grant fee - 6-10 dogs	NB		180.00	180.00	0.00%
	Discretionary	(New app) Application fee - 11+ dogs	NB		260.00	260.00	0.00%
	Discretionary	(New app) Grant fee - 11+ dogs	NB		200.00	200.00	0.00%
	Discretionary	(Renewal) Application fee - up to 5 dogs	NB		190.00	190.00	0.00%
	Discretionary	(Renewal) Grant fee - up to 5 dogs	NB		165.00	165.00	0.00%
	Discretionary	(Renewal) Application fee - 6-10 dogs	NB		210.00	210.00	0.00%
	Discretionary	(Renewal) Grant fee - 6-10 dogs	NB		180.00	180.00	0.00%
	Discretionary	(Renewal) Application fee - 11+ dogs	NB		225.00	225.00	0.00%
	Discretionary	(Renewal) Grant fee - 11+ dogs	NB		200.00	200.00	0.00%
Variation to increase animals or activities	Discretionary	Application fee	NB		90.00	90.00	0.00%
	Discretionary	Grant fee	NB		40.00	40.00	0.00%
Variation to reduce animals or activities	Discretionary	Grant fee	NB		40.00	40.00	0.00%
Request for re-rating inspection	Discretionary	Application fee	NB		90.00	90.00	0.00%
	Discretionary	Grant fee	NB		40.00	40.00	0.00%

DISCRETIONARY & STATUTORY FEES 2019/20							
Licensing Fees							
Item	**Statutory or Discretionary**	**Description/Comments**	**VAT Indicator**	**Charge 2017/18**	**Charge 2018/19**	**Proposed Charge 2019/20**	**Increase / Decrease on 2018/19**
				£	**£**	**£**	**%**
Public Health Licences							
Acupuncture	Discretionary	Initial registration practitioner/premises	NB	173.00	177.00	177.00	0.00%
	Discretionary	Additional practitioner/premises	NB	106.00	109.00	109.00	0.00%
	Discretionary	Minor variation	NB	29.00	30.00	30.00	0.00%
Tattooing (including semi-permanent skin-colouring)	Discretionary	Initial registration practitioner/premises	NB	334.00	342.00	342.00	0.00%
	Discretionary	Additional practitioner/premises	NB	106.00	109.00	109.00	0.00%
	Discretionary	Minor variation	NB	29.00	30.00	30.00	0.00%
Electrolysis	Discretionary	Initial registration practitioner/premises	NB	173.00	177.00	177.00	0.00%
	Discretionary	Additional practitioner/premises	NB	106.00	109.00	109.00	0.00%
	Discretionary	Minor variation	NB	29.00	30.00	30.00	0.00%
Cosmetic Piercing (excluding ear piercing)	Discretionary	Initial registration practitioner/premises	NB	334.00	342.00	342.00	0.00%
	Discretionary	Additional practitioner/premises	NB	106.00	109.00	109.00	0.00%
	Discretionary	Minor variation	NB	29.00	30.00	30.00	0.00%
Ear Piercing	Discretionary	Initial registration practitioner/premises	NB	173.00	177.00	177.00	0.00%
	Discretionary	Additional practitioner/premises	NB	29.00	30.00	30.00	0.00%
	Discretionary	Minor variation	NB	29.00	30.00	30.00	0.00%
Hairdressing	Statutory	Registration	No fee payable				
Sex Establishments Licence							
Sex Shops, Sex Cinemas and Sexual Entertainment Venue Licences	Discretionary	Grant	NB	3,236.00	3,317.00	3,397.00	2.41%
	Discretionary	Renewal	NB	300.00	308.00	315.00	2.27%
	Discretionary	Transfer	NB	300.00	308.00	315.00	2.27%
Street Trading and Consents							
Publicity Displays	Statutory			No fee payable			
Street Collection Permit	Statutory			No fee payable			
Street Trading Licence	Discretionary	Yearly	NB	73.00	75.00	77.00	2.67%
Ashford Town Market pitch fee (per ft)	Discretionary	Collected by DD	NB	1.00	1.00	1.10	10.00%
Casual Street Trading Licence/Consent For One Off Event	Discretionary	Grant	NB	12.00	13.00	14.00	7.69%
Casual Street Trading Licence for Market	Discretionary	Monthly	NB	26.00	27.00	28.00	3.70%
Street Trading Consent	Discretionary	Yearly	NB	73.00	75.00	77.00	2.67%
New Site Street Trading Consent - static	Discretionary	Grant -if planning permission already granted	NB	101.00	104.00	106.50	2.40%
New Site Street Trading Consent - static	Discretionary	Grant - if no planning permission at time of application	NB	202.00	207.00	212.00	2.42%

DISCRETIONARY & STATUTORY FEES 2019/20							
Licensing Fees							
Item	**Statutory or Discretionary**	**Description/Comments**	**VAT Indicator**	**Charge 2017/18** £	**Charge 2018/19** £	**Proposed Charge 2019/20** £	**Increase / Decrease on 2018/19** %
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	£102 per site plus £26 per additional site	0.00%
Hawker Street Trading Consent	Discretionary	Yearly	NB	73.00	75.00	77.00	2.67%
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	152.00	152.00	156.00	2.63%
Town Centre Commercial Booking	Discretionary	Small, local businesses, weekdays and Sundays	NB	51.00	51.00	52.00	1.96%
Town Centre Commercial Booking	Discretionary	Small, local businesses, Saturdays	NB	76.00	76.00	78.00	2.63%
Town Centre Commercial Booking	Discretionary	1 day (Saturday)	NB	200.00	200.00	205.00	2.50%
Street Trading Consent Rents							
Furners Wood Lay-by - cherry stall	Discretionary	Monthly rents	NB	150.00	150.00	153.50	2.33%
Furners Wood Lay-by - hot food	Discretionary	Monthly rents	NB	225.00	225.00	230.50	2.44%
Great Chart - A28 Tenterden bound - Food	Discretionary	Monthly rents	NB	225.00	225.00	230.50	2.44%
Great Chart - A28 Tenterden bound - Non Food	Discretionary	Monthly rents	NB	150.00	150.00	153.50	2.33%
Great Chart - A28 Ashford bound - Food	Discretionary	Monthly rents	NB	225.00	225.00	230.50	2.44%
Great Chart - A28 Ashford bound Non Food	Discretionary	Monthly rents	NB	150.00	150.00	153.50	2.33%
Hothfield - A20 Maidstone bound - Non Food	Discretionary	Monthly rents	NB	150.00	150.00	153.50	2.33%
Hothfield - A20 Maidstone bound - Food	Discretionary	Monthly rents	NB	225.00	225.00	230.50	2.44%
Hothfield - A20 Ashford bound - Non Food	Discretionary	Monthly rents	NB	150.00	150.00	153.50	2.33%
Hothfield - A20 Ashford bound - Food	Discretionary	Monthly rents	NB	225.00	225.00	230.50	2.44%
Henwood	Discretionary	Monthly rents	NB	206.50	206.50	211.50	2.42%
Recreation Ground Road car park	Discretionary	Monthly rents	NB	380.00	380.00	389.00	2.37%
Potters Corner, Hothfield	Discretionary	Monthly rents	NB	225.00	225.00	230.50	2.44%
Hall Avenue, Sevington	Discretionary	Max 28 days use per year	NB	240.00	240.00	246.00	2.50%
Chilham Mill	Discretionary		NB	225.00	225.00	230.50	2.44%
Council Land							
Charity	Discretionary					No fee payable	
Commercial (e.g. circuses and funfairs)	Discretionary	per operating day	NB	270.00	277.00	284.00	2.53%
	Discretionary	per non-operating day	NB	190.00	195.00	200.00	2.56%

DISCRETIONARY & STATUTORY FEES 2019/20							
Licensing Fees							
Item	**Statutory or Discretionary**	**Description/Comments**	**VAT Indicator**	**Charge 2017/18** £	**Charge 2018/19** £	**Proposed Charge 2019/20** £	**Increase / Decrease on 2018/19** %
Food Hygiene							
Level 1 course	Discretionary		EX		35.00	35.00	0.00%
Level 2 course	Discretionary		EX	48.00	48.00	48.00	0.00%
Re-sit (at time of next course)	Discretionary		EX	18.00	18.00	18.00	0.00%
Re-sit (oral)	Discretionary		EX	42.00	42.00	42.00	0.00%
Food Safety Charges							
Food Surrender Certificate	Discretionary		NB	97.00	99.00	99.00	0.00%
Food surrender inspection and issuing of certificate	Discretionary		NB	95.00	97.00	100.00	3.09%
Disposal/tipping costs charge at cost	Charged by tip			N/A	N/A	N/A	N/A
Export Certificate for food manufacture	Discretionary		NB	55.00	60.00	60.00	0.00%
Miscellaneous							
Scrap Metal Site Licence	Discretionary		NB	308.00	316.00	324.00	2.53%
Scrap Metal Collectors Licence	Discretionary		NB	207.00	212.00	217.00	2.36%
Scrap Metal Site Licence - Renewal	Discretionary		NB	207.00	212.00	217.00	2.36%
Scrap Metal Collectors Licence - Renewal	Discretionary		NB	103.00	106.00	109.00	2.83%
Scrap Metal Variations	Discretionary		NB	78.00	80.00	82.00	2.50%
Scrap Metal Replacement Licence	Discretionary		NB	11.00	11.00	11.50	N/A
Gambling Act							
New small casino	Statutory Maximum	New application	NB	6,570.00	6,734.00	6,896.00	2.41%
		Annual fee	NB	3,730.00	3,823.00	3,915.00	2.41%
		Variation	NB	2,690.00	2,757.00	2,823.00	2.39%
		Transfer	NB	1,564.00	1,603.00	1,641.00	2.37%
		Re-instatement	NB	1,314.00	1,347.00	1,379.00	2.38%
		Provisional statement	NB	6,570.00	6,734.00	6,896.00	2.41%
		Provisional statement holders	NB	2,335.00	2,393.00	2,450.00	2.38%
		Copy licence	NB	25.00	25.00	25.00	0.00%
		Notification of change	NB	50.00	50.00	50.00	0.00%
New large casino	Statutory Maximum	New application	NB	7,860.00	8,057.00	8,250.00	2.40%
		Annual fee	NB	7,520.00	7,708.00	7,893.00	2.40%
		Variation	NB	3,555.00	3,644.00	3,731.00	2.39%
		Transfer	NB	1,835.00	1,881.00	1,926.00	2.39%
		Re-instatement	NB	2,070.00	2,122.00	2,150.00	1.32%
		Provisional statement	NB	7,860.00	8,057.00	8,250.00	2.40%
		Provisional statement holders	NB	3,860.00	3,957.00	4,052.00	2.40%
		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 2019/20							
Licensing Fees							
Item	**Statutory or Discretionary**	**Description/Comments**	**VAT Indicator**	**Charge 2017/18**	**Charge 2018/19**	**Proposed Charge 2019/20**	**Increase / Decrease on 2018/19**
				£	**£**	**£**	**%**
Regional casino	Statutory Maximum	New application	NB	12,380.00	12,690.00	12,995.00	2.40%
		Annual fee	NB	11,610.00	11,900.00	12,186.00	2.40%
		Variation	NB	5,800.00	5,945.00	6,087.00	2.39%
		Transfer	NB	4,230.00	4,336.00	4,440.00	2.40%
		Re-instatement	NB	4,230.00	4,336.00	4,440.00	2.40%
		Provisional statement	NB	12,380.00	12,690.00	12,995.00	2.40%
		Provisional statement holders	NB	6,030.00	6,181.00	6,329.00	2.39%
		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	2,306.00	2,361.00	2.39%
		Annual fee	NB	700.00	718.00	735.00	2.37%
		Variation	NB	1,540.00	1,579.00	1,617.00	2.41%
		Transfer	NB	855.00	876.00	897.00	2.40%
		Re-instatement	NB	855.00	876.00	897.00	2.40%
		Provisional statement	NB	2,250.00	2,306.00	2,361.00	2.39%
		Provisional statement holders	NB	930.00	953.00	976.00	2.41%
		Copy licence	NB	25.00	25.00	25.00	0.00%
		Notification of change	NB	50.00	50.00	50.00	0.00%
Betting Premises (excluding tracks)	Statutory Maximum	New application	NB	2,290.00	2,347.00	2,403.00	2.39%
		Annual fee	NB	455.00	466.00	477.00	2.36%
		Variation	NB	1,300.00	1,333.00	1,365.00	2.40%
		Transfer	NB	855.00	876.00	897.00	2.40%
		Re-instatement	NB	855.00	876.00	897.00	2.40%
		Provisional statement	NB	2,250.00	2,306.00	2,361.00	2.39%
		Provisional statement holders	NB	930.00	953.00	976.00	2.41%
		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	1,804.00	1,847.00	2.38%
		Annual fee	NB	700.00	718.00	735.00	2.37%
		Variation	NB	1,180.00	1,210.00	1,239.00	2.40%
		Transfer	NB	855.00	876.00	897.00	2.40%
		Re-instatement	NB	855.00	876.00	897.00	2.40%
		Provisional statement	NB	1,760.00	1,804.00	1,847.00	2.38%
		Provisional statement holders	NB	930.00	953.00	976.00	2.41%
		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 2019/20							
Licensing Fees							
Item	**Statutory or Discretionary**	**Description/Comments**	**VAT Indicator**	**Charge 2017/18**	**Charge 2018/19**	**Proposed Charge 2019/20**	**Increase / Decrease on 2018/19**
				£	**£**	**£**	**%**
Family Entertainment Centres	Statutory Maximum	New application	NB	1,760.00	1,804.00	1,847.00	2.38%
		Annual fee	NB	605.00	620.00	635.00	2.42%
		Variation	NB	795.00	815.00	835.00	2.45%
		Transfer	NB	855.00	876.00	897.00	2.40%
		Re-instatement	NB	855.00	876.00	897.00	2.40%
		Provisional statement	NB	1,760.00	1,804.00	1,847.00	2.38%
		Provisional statement holders	NB	770.00	789.00	808.00	2.41%
		Copy licence	NB	25.00	25.00	25.00	0.00%
		Notification of change	NB	50.00	50.00	50.00	0.00%
Adult Gaming Centre	Statutory Maximum	New application	NB	1,760.00	1,804.00	1,847.00	2.38%
		Annual fee	NB	705.00	723.00	740.00	2.35%
		Variation	NB	795.00	815.00	835.00	2.45%
		Transfer	NB	855.00	876.00	897.00	2.40%
		Re-instatement	NB	855.00	876.00	897.00	2.40%
		Provisional statement	NB	1,760.00	1,804.00	1,847.00	2.38%
		Provisional statement holders	NB	930.00	950.00	973.00	2.42%
		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 Permit	Statutory Maximum	Grant	NB	150.00	150.00	150.00	0.00%
		Existing operator grant	NB	100.00	100.00	100.00	0.00%
		Variation	NB	100.00	100.00	100.00	0.00%
		Transfer	NB	25.00	25.00	25.00	0.00%
		Annual Fee	NB	50.00	50.00	50.00	0.00%
		Change of name	NB	25.00	25.00	25.00	0.00%
		Copy of permit	NB	15.00	15.00	15.00	0.00%
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%

DISCRETIONARY & STATUTORY FEES 2019/20							
Licensing Fees							
Item	**Statutory or Discretionary**	**Description/Comments**	**VAT Indicator**	**Charge 2017/18**	**Charge 2018/19**	**Proposed Charge 2019/20**	**Increase / Decrease on 2018/19**
				£	**£**	**£**	**%**
Club Gaming Permits	Statutory Maximum	Grant	NB	200.00	200.00	200.00	0.00%
		Grant (Club Premises Certificate holder)	NB	100.00	100.00	100.00	0.00%
		Existing operator grant	NB	100.00	100.00	100.00	0.00%
		Variation	NB	100.00	100.00	100.00	0.00%
		Renewal	NB	200.00	200.00	200.00	0.00%
		Renewal (Club Premises Certificate holder)	NB	100.00	100.00	100.00	0.00%
		Annual Fee	NB	50.00	50.00	50.00	0.00%
		Copy of permit	NB	15.00	15.00	15.00	0.00%
Club Machine Permits	Statutory Maximum	Grant	NB	200.00	200.00	200.00	0.00%
		Grant (Club Premises Certificate holder)	NB	100.00	100.00	100.00	0.00%
		Existing operator grant	NB	100.00	100.00	100.00	0.00%
		Variation	NB	100.00	100.00	100.00	0.00%
		Renewal	NB	200.00	200.00	200.00	0.00%
		Renewal (Club Premises Certificate holder)	NB	100.00	100.00	100.00	0.00%
		Annual Fee	NB	50.00	50.00	50.00	0.00%
		Copy of permit	NB	15.00	15.00	15.00	0.00%
Family Entertainment Centre Gaming Machine Permit	Statutory Maximum	Grant	NB	300.00	300.00	300.00	0.00%
		Renewal	NB	300.00	300.00	300.00	0.00%
		Existing operator grant	NB	100.00	100.00	100.00	0.00%
		Change of name	NB	25.00	25.00	25.00	0.00%
		Copy of permit	NB	15.00	15.00	15.00	0.00%
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%

DISCRETIONARY & STATUTORY FEES 2019/20							
Licensing Fees							
Item	**Statutory or Discretionary**	**Description/Comments**	**VAT Indicator**	**Charge 2017/18**	**Charge 2018/19**	**Proposed Charge 2019/20**	**Increase / Decrease on 2018/19**
				£	**£**	**£**	**%**
Hackney Carriage/Private Hire							
Hackney Carriage & Private Hire Drivers Licence	Discretionary	For 1 year	NB	51.00	52.00	56.00	7.69%
		For 3 years	NB	101.00	104.00	112.00	7.69%
Vehicle Licence	Discretionary	New	NB	308.00	316.00	320.00	1.27%
		Renewal	NB	288.00	295.00	300.00	1.69%
Additional Hackney Carriage & Private Hire Drivers licence	Discretionary		NB	20.00	21.00	25.00	19.05%
Private Hire Operators	Discretionary	1-3 Vehicles	NB	126.00	129.00	134.00	3.88%
		4-10 Vehicles	NB	424.00	435.00	445.00	2.30%
		11-20 Vehicles	NB	848.00	869.00	890.00	2.42%
Drivers Badge (replacement)	Discretionary		NB	11.00	11.00	11.50	4.55%
Fee for Returned (Bounced) Cheques	Discretionary		NB	16.00	16.00	16.50	3.13%
Transfer of vehicle licence (including plate)	Discretionary		NB	20.00	20.00	30.00	50.00%
Replacement Plate (internal/external)	Discretionary		NB	26.00	20.00	20.00	0.00%
Additional Vehicle under an Operators Licence	Discretionary	Category 1-3	NB	293.00	129.00	132.00	2.33%
	Discretionary	Category 4-10			300.00	307.00	2.33%
	Discretionary	Category 11-20	NB	424.00	435.00	445.00	2.30%
Replacement Licence	Discretionary		NB	11.00	11.00	11.50	4.55%
Hackney carriage knowledge test	Discretionary			51.00	52.00	55.00	5.77%
CRB	Set by Home Office		NB	44.00	44.00	44.00	0.00%

DISCRETIONARY & STATUTORY FEES 2019/20						
Monitoring Centre						
Item	**Description/Comments**	**VAT Indicator**	**Charge 2017/18** £	**Charge 2018/19** £	**Proposed Charge 2019/20** £	**Increase / Decrease on 2018/19** %
Telecare/Lifeline						
Telecare Lifeline Installation (Within Kent)	One Off Payment per client	VT	30.00	30.00	35.00	16.67%
Telecare Lifeline Installation (Outside Kent)	One Off Payment per client	VT	60.00	60.00	65.00	8.33%
Telecare Lifeline Monitoring and Equipment Hire	Annual Fee per client	VT	156.69	161.00	166.00	3.11%
Telecare Monitoring Fee only (no longer available to clients) - for purchased equipment - Prior to 1/04/11	Annual	VT	27.29	28.00	32.00	14.29%
Supply of Second Pendant sensor	One off payment per client	VT	50.54	52.00	54.00	3.85%
Supply of Key safe - new style	One Off Payment per client	VT	74.31	76.00	78.00	2.63%
Supply of Key release Door Chain - new style	One Off Payment per client	VT	59.64	61.00	63.00	3.28%
Telecare/Lifeline Equipment	Replacement of Equipment due to Damage/Non Return	VT	193.57	199.00	205.00	3.02%
Additional sensor installation	One Off Payment per client per visit for install of items	VT	30.00	31.00	35.00	12.90%
Additional sensor Installation (Outside Kent)	One Off Payment per client	VT	60.00	62.00	65.00	4.84%
Purchase of Safe Socket	One off payment per safe socket required	VT	21.49	22.00	23.00	4.55%
Purchase of BT Cable for Lifeline	One off payment per BT cable required	VT	11.49	12.00	13.00	8.33%
Purchase of Fall Detector	One off payment per fall detector	VT	99.99	103.00	106.00	2.91%
Purchase of Carbon Monoxide Detector	One off payment per Carbon Monoxide Detector	VT	114.99	118.00	121.00	2.54%
Purchase of Flood Detector	One off payment per Flood Detector	VT	99.99	103.00	106.00	2.91%
Purchase of Pendant Easy Press	One off payment per Pendant Easy Press	VT	15.49	16.00	17.00	6.25%
Purchase of Smoke Alarm Detector	One off payment per Smoke Alarm Detector	VT	99.99	103.00	106.00	2.91%
Purchase of Power Cable	One off payment per Power Cable	VT	30.99	32.00	33.00	3.13%

DISCRETIONARY & STATUTORY FEES 2019/20

Other Charges

Item	Description/Comments	VAT Indicator	Charge 2017/18 £	Charge 2018/19 £	Proposed Charge 2019/20 £	Increase / Decrease on 2018/19 %
Waste Collection						
Bulky Collection	Base Charge	NB	24.00	24.00	24.00	0.00
Garden Waste Bins	Wheelie Bin for Garden Waste - Previously agreed by Cabinet	NB	35.00	37.50	37.50	0.00
Garden Waste Bins (DD charge)	Wheelie Bin for Garden Waste	NB	35.00	35.00	35.00	0.00
Dog Warden Fees						
Stray Dogs	Statutory fee for dog not being on lead	NB	26.00	27.00	28.00	0.04
Dog Control Costs	Collection/delivery of dog	NB	40.00	41.00	42.00	0.02
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	31.00	32.00	0.03
Vetinary Treatment	As required	NB	Cost Recovery			
Allotment Rents						
Plot rent		EX	6.00	6.00	7.00	16.67%
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	3.50	16.67%
Chilmington Road Travellers Site						
Rent	Charge per week	NB	45.19	46.15	47.53	3.00%
Service Charge	Charge per week	NB	41.00	35.92	37.00	3.00%
Mobile Homes						
Annual monitoring fee	Charge per pitch	NB	30.00	5.40	5.40	0.00%
Check & Depositing Site Rules		NB	61.00	63.00	65.00	3.17%
Site Licence Application Fees	Band 1 - 1-10 pitches	NB	392.00	402.00	414.00	2.99%
	Band 2 - 11-50 pitches	NB	459.00	470.00	484.00	2.98%
	Band 3 - 51-99 pitches	NB	638.00	654.00	674.00	3.06%
	Band 4 - 100-199 pitches	NB	771.00	790.00	814.00	3.04%
	Band 5 - 200+ pitches	NB	954.00	978.00	1007.00	2.97%

DISCRETIONARY & STATUTORY FEES 2019/20						
Other Charges						
Item	**Description/Comments**	**VAT Indicator**	**Charge 2017/18**	**Charge 2018/19**	**Proposed Charge 2019/20**	**Increase / Decrease on 2018/19**
			£	**£**	**£**	**%**
Application to transfer a site licence	Band 1 - 1-10 pitches	NB	78.00	80.00	82.00	2.50%
	Band 2 - 11-50 pitches	NB	92.00	94.00	97.00	3.19%
	Band 3 - 51-99 pitches	NB	128.00	131.00	135.00	3.05%
	Band 4 - 100-199 pitches	NB	154.00	158.00	163.00	3.16%
	Band 5 - 200+ pitches	NB	191.00	196.00	202.00	3.06%
Application to amend a site licence	Band 1 - 1-10 pitches	NB	131.00	134.00	138.00	2.99%
	Band 2 - 11-50 pitches	NB	153.00	157.00	162.00	3.18%
	Band 3 - 51-99 pitches	NB	213.00	218.00	225.00	3.21%
	Band 4 - 100-199 pitches	NB	257.00	263.00	271.00	3.04%
	Band 5 - 200+ pitches	NB	318.00	326.00	336.00	3.07%
Homelessness						
Copy of File		VT	14.00	10.00	10.00	0.00%
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	
Charge to carry out inspections in respect of a UK entry application		NB	84.00	86.00	120.00	39.53%
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	303.00	311.00	320.00	2.89%
Charge for making an emergency prohibition order - Housing Act 2004		NB	202.00	207.00	213.00	2.90%
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

DISCRETIONARY & STATUTORY FEES 2019/20

Other Charges

Item	Description/Comments	VAT Indicator	Charge 2017/18 £	Charge 2018/19 £	Proposed Charge 2019/20 £	Increase / Decrease on 2018/19 %
Penalty Charge notices - the smoke and carbon monoxide alarm regulations 2015	First Offence £5,000,an early payment will attract a discount of 50% making it £2,500	NB	1,517.00	2,500.00	2,500.00	0.00%
	For subsequent offences the penalty will be £5,000 to deter continued non-compliance.No early payment discount would apply	NB	3,539.00	5,000.00	5,000.00	0.00%
House in Multiple Occupation Licence Fee	Five Year Licence - 1st property	NB	387.00	397.00	563.71	41.99%
	Five Year Licence - subsequent properties	NB	356.00	365.00		2.56%
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%	
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	1.25	1.25	0.00%
Credit Card Payments	Charge per booking on Agency Sales	VT	1.50	1.50		0.00%
National Express	Commission reduced to 5% so booking fee introduced per ticket for values over £10 from 01/10/16		Oct 16 5% + £1 per ticket over £10	5% + £1 per ticket over £10	5% + £1 per ticket over £10	
Council Tax Collection						
Court costs	Summons costs	NB	61.00	60.00	60.00	0.00%
	Liability orders	NB	66.00	65.00	65.00	0.00%

DISCRETIONARY & STATUTORY FEES 2019/20

Other Charges

Item	Description/Comments	VAT Indicator	Charge 2017/18 £	Charge 2018/19 £	Proposed Charge 2019/20 £	Increase / Decrease on 2018/19 %
Business Rates						
Court costs	Summons costs	NB	0.00	0.00	0.00	0.00%
	Liability orders	NB	182.00	180.00	180.00	0.00%
Land Charges						
Standard Search Fee	Domestic Properties	NB	Cost Recovery			
	Non-Domestic Properties	NB	Cost Recovery			
Extra Questions		NB	Cost Recovery			
	NB All Land Charges Fees are to be set at on full cost recovery Basis - these need to be reviewed periodically throughout the year to ensure that this is achieved.					
Street Administration						
Street Naming and numbering	1 Unit	NB	50.00	51.00	53.00	3.92%
	2-10 units	NB	42.00	43.00	44.00	2.33%
	Over 10 units	NB	38.00	39.00	40.00	2.56%
New Street Name		NB	121.00	124.00	128.00	3.23%
Rename Existing Street		NB	259.00	265.00	273.00	3.02%
Address Change	per property	NB	50.00	51.00	53.00	3.92%
Building Control						
Discretionary Works	Including Party Wall surveying, Fire Risk assessments, Access audits, SBEM, SAP ratings and other surveying activities	VT	Cost Recovery			
Exempt Letters		VT	40.00	41.00	42.00	2.44%

DISCRETIONARY & STATUTORY FEES 2019/20

Planning Services

Item	Description/Comments		VAT Indicator	Charge 2017/18 £	Charge 2018/19 £	Proposed Charge 2019/20 £	Increase / Decrease on 2018/19 %
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	87.00	89.00	92.00	3.37%
	Level 2 will be charged for written advice on all minor developments		VT	168.00	172.00	177.00	2.91%
	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	449.00	460.00	474.00	3.04%
Compliance Check	For domestic Development		VT	82.00	84.00	87.00	3.57%
(Confirmation that a development has been built in accordance with the approved plans	*For a Domestic proposal that requires a site visit*		VT	161.00	165.00	170.00	3.03%
Research of Planning History	To confirm whether or not permitted development rights have been removed from a dwelling		VT	43.00	44.00	45.00	2.27%
	(Copies of Decision Notices are charged extra)				0.00	0.00	
Formal Complaint under High Hedges Legalisation			VT	458.00	469.00	483.00	2.99%

All other Statutory charges apply

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