

Budget book 2020-21

**Budget book
2020-21**



ASHFORD
BOROUGH COUNCIL



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ASHFORD BOROUGH COUNCIL

BUDGET BOOK 2020/21

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	90
Capital Charges & Net Interest	98
HOUSING REVENUE ACCOUNT	100
CAPITAL PROGRAMME	108
FEES AND CHARGES	110

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ASHFORD BOROUGH COUNCIL

BUDGET 2020/21

Introduction

This Budget Book shows the Council's revenue estimates for 2020/21, the Capital Programme 2019/20 to 2021/22 and the Fees and Charges effective from 1 April 2020.

This budget supports the key activities of the Council and represents the last year of the 5 year Corporate Plan which was adopted in October 2015.

The budget is set to support the Council's commercial ambitions as it looks to become less reliant on Government funding so that it can maintain current service levels if more cuts are made to Government funding.

In relation to funding, the Government is still reviewing of it fair funding scheme which will provide the Council with a multi- year settlement once complete. Without a multi-year settlement, and the planned abolishment of the New Homes Bonus scheme which is a key income source for the Council, there is uncertainty over funding beyond 2020/21.

The budget for the Housing Revenue Account has been set to support its 30 year business plan and its ambitious capital programme which will see it increasing the housing stock through new developments and on street acquisitions. This is reflected within the Capital Programme section of this publication.

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

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COUNCIL TAX STATISTICS

2019/20		2020/21	
No	COUNCIL TAX	No	
46,500	Tax Base	47,300	
£	Band D Rates:	£	% Increase
162.50	Ashford Borough Council	167.50	3.08%
1,299.42	Kent County Council	1,351.26	3.99%
193.15	Kent Police Authority	203.15	5.18%
77.76	Kent and Medway Fire Authority	79.29	1.97%
1,732.83		1,801.20	3.95%
PRECEPTS			
7,556,250	Ashford Borough Council	7,922,750	
60,423,030	Kent County Council	63,914,598	
8,981,475	Kent Police Authority	9,608,995	
3,615,840	Kent and Medway Fire Authority	3,750,417	
2,052,799	Parish Councils	2,233,826	
82,629,394		87,430,586	

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
2020/21	167.50	1,351.26	203.15	79.29	1,801.20
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

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 £8.76 (Crundale) to £165.61 (Tenterden). The total of all Parish Precepts is £2,233,826, an increase of 8.82% over 2019/20.

CALCULATION OF THE BUDGET REQUIREMENT AND COUNCIL TAX AT BAND D		
	£	£
Gross Expenditure - General Fund	67,256,120	
Gross Expenditure - HRA	29,090,290	
Parish Precepts	<u>2,233,826</u>	98,580,236
Less Gross Income	(80,378,920)	(80,378,920)
NET EXPENDITURE		18,201,316
New Homes Bonus	(3,053,420)	
Retained Business Rates and S31 Grants	<u>(4,991,320)</u>	(8,044,740)
BUDGET REQUIREMENT		10,156,576
Less Parish Precepts		(2,233,826)
Council Tax Requirement		<u>7,922,750</u>
Council Tax Base		47,300
Band 'D' Council Tax		167.50
Average including Parishes		214.73

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 £167.50 Band D multiplied by item 1 above to give the Council Tax for the year in respect of valuation band	111.67	130.28	148.89	167.50	204.72	241.94	279.17	335.00
3. Precepts issued to the Council								
1. Kent County Council	900.84	1050.98	1201.12	1351.26	1651.54	1951.82	2252.10	2702.52
2. Kent Police Authority	135.43	158.01	180.58	203.15	248.29	293.44	338.58	406.30
3. Kent and Medway Fire Rescue Authority (provisional figure).	52.86	61.67	70.48	79.29	96.91	114.53	132.15	158.58
4. The total of items 2 and 3 above, which is the full Council Tax before Parish precepts for 2020/21	1200.80	1400.94	1601.07	1801.20	2201.46	2601.73	3002.00	3602.40

PARISH EXPENDITURE AND PRECEPTS 2020/21

Local tax base 2020/21	Parish	Precept 2019/2020 Charged to taxpayers	2019/2020 Local Tax at Band D	Precept 2020/21		Total	Percentage Change in Precept	Local tax (at Band D)	Percentage change	Concurrent grant allocated	Amount claimed 2020/2021	Total paid to Parish 2020/2021
				Charged to taxpayers	Council tax support grant							
		£		£	£			£		£	£	
634.73	Aldington & Bonnington	30,764.00	49.52	35,975.00	952	36,927.00	17%	56.68	14%	860.00	860	37,787
350.31	Appledore	26,000.00	73.90	26,000.00	842	26,842.00	0%	74.22	0%	1,050.00	1,050	27,892
721.82	Bethersden	29,300.00	40.59	48,800.00	1,082	49,882.00	67%	67.61	67%	620.00	620	50,502
1,134.98	Biddenden	53,877.92	48.13	54,417.00	1,298	55,715.00	1%	47.95	0%	430.00	430	56,145
147.82	Bilsington	4,405.00	29.35	4,790.00	106	4,896.00	9%	32.40	10%	280.00	280	5,176
1,061.04	Boughton Aluph and Eastwell	26,280.00	25.03	26,280.00	946	27,226.00	0%	24.77	-1%	790.00	790	28,016
601.32	Brabourne	40,000.00	66.44	40,000.00	352	40,352.00	0%	66.52	0%	530.00	530	40,882
156.31	Brook	7,800.00	46.91	9,800.00	22	9,822.00	26%	62.70	34%	280.00	280	10,102
500.89	Challock	17,745.00	37.53	19,795.00	204	19,999.00	12%	39.52	5%	690.00	690	20,689
1,363.67	Charing	113,825.00	84.24	119,516.00	2,526	122,042.00	5%	87.64	4%	2,650.00	2,650	124,692
750.50	Chilham	29,088.00	38.72	31,891.00	1,288	33,179.00	10%	42.49	10%	1,040.00	1,040	34,219
91.36	Crundale (PM)	800.00	8.47	800.00	18	818.00	0%	8.76	3%	280.00	280	1,098
515.21	Egerton	18,418.00	36.23	18,997.00	491	19,488.00	3%	36.87	2%	660.00	660	20,148
174.43	Godmersham	5,420.00	31.52	5,690.00	86	5,776.00	5%	32.62	3%	280.00	280	6,056
2,427.72	Great Chart with Singleton	206,399.00	81.22	260,239.00	3,614	263,853.00	26%	107.19	32%	2,770.00	2,770	266,623
114.44	Hastingleigh	3,500.00	29.96	3,800.00	49	3,849.00	9%	33.20	11%	280.00	280	4,129
763.33	High Halden	33,054.00	42.41	33,054.00	978	34,032.00	0%	43.30	2%	750.00	750	34,782
273.31	Hothfield	9,500.00	32.76	9,500.00	1,178	10,678.00	0%	34.76	6%	280.00	280	10,958
112.17	Kenardington	5,180.00	47.29	6,200.00	125	6,325.00	20%	55.27	17%	280.00	280	6,605
3,930.55	Kennington	97,175.00	25.00	100,000.00	0	100,000.00	3%	25.44	2%	0.00	0	100,000
4,439.40	Kingsnorth	247,500.00	56.78	251,990.00	3,449	255,439.00	2%	56.76	0%	590.00	590	256,029
134.08	Little Chart	6,100.00	46.46	6,222.00	31	6,253.00	2%	46.41	0%	320.00	320	6,573
542.33	Mersham	19,500.00	15.53	25,724.00	526	26,250.00	32%	47.43	205%	250.00	250	26,500
108.93	Molash	4,000.00	36.97	4,000.00	171	4,171.00	0%	36.72	-1%	280.00	280	4,451
102.47	Newenden	4,975.00	51.05	5,124.00	98	5,222.00	3%	50.01	-2%	280.00	280	5,502
620.76	Orlestone	20,272.00	30.77	20,249.00	1,001	21,250.00	0%	32.62	6%	280.00	280	21,530
473.91	Pluckley	47,124.00	96.32	47,595.00	630	48,225.00	1%	100.43	4%	780.00	780	49,005
697.88	Rolvenden	37,194.00	54.93	42,180.00	1,011	43,191.00	13%	60.44	10%	1,910.00	1,910	45,101
349.75	Ruckinge	10,000.00	28.53	10,500.00	303	10,803.00	5%	30.02	5%	280.00	280	11,083
632.72	Sevington	-	0.00	12,248.00	526	12,774.00	n/a	19.36	n/a	120.00	120	12,894
546.17	Shadoxhurst	18,000.00	34.19	19,500.00	700	20,200.00	8%	35.70	4%	410.00	410	20,610
659.42	Smarden	29,640.00	46.22	31,075.00	694	31,769.00	5%	47.13	2%	600.00	600	32,369
363.96	Smeeth	23,738.00	63.83	23,738.00	599	24,337.00	0%	65.22	2%	370.00	370	24,707
1,462.86	South Willesborough & Newton	52,812.00	36.03	45,165.00	0	45,165.00	-14%	30.87	-14%	0.00	0	45,165
795.94	Stanhope	16,158.00	20.37	15,799.00	4,669	20,468.00	-2%	19.85	-3%	280.00	280	20,748
204.82	Stone	5,500.00	26.87	5,500.00	272	5,772.00	0%	26.85	0%	280.00	280	6,052
3,646.09	Tenterden (TC)	573,757.00	157.67	603,839.00	5,787	609,626.00	5%	165.61	5%	3,360.00	3,360	612,986
152.67	Warehorne	4,650.00	30.22	5,000.00	118	5,118.00	8%	32.75	8%	280.00	280	5,398
508.13	Westwell	24,367.00	47.95	24,780.00	230	25,010.00	2%	48.77	2%	1,730.00	1,730	26,740
539.78	Wittersham	25,005.00	45.60	32,500.00	918	33,418.00	30%	60.21	32%	1,580.00	1,580	34,998
844.61	Woodchurch	24,800.00	29.60	25,420.00	1,209	26,629.00	2%	30.10	2%	1,150.00	1,150	27,779
1,048.41	Wye with Hinxhill	99,176.00	95.54	120,134.00	1,801	121,935.00	21%	114.59	20%	300.00	300	122,235
34,700.99		2,052,798.92	1,926.65	2,233,826.00	40,900.00	2,274,726.00				30,230.00	30,230	2,304,956

NON- DOMESTIC RATES STATISTICS

NON- DOMESTIC RATES STATISTICS		
2019/20		2020/21
49.1	Rate in the pound : Rateable Value below £51,000	49.9
50.4	Rateable Value £51,000 and above	51.2
£127,925,772	Rateable Value	£132,672,748
4,774	Number of rateable premises (per NNDR 1 Return)	5,021
£51,314,402	Net Yield	£54,819,236
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 51.2p to 49.9p		

NATIONAL NON-DOMESTIC RATES RETURN - NDR1
2020-21

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	53,041,621
TRANSITIONAL PROTECTION PAYMENTS	
2. Sums due to the authority	221,779
3. Sums due from the authority	0
COST OF COLLECTION (See Note A)	
4. Cost of collection formula	191,808
5. Legal costs	0
6. Allowance for cost of collection	191,808
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) of which:	110,785
10. sums retained by billing authority	110,785
11. sums retained by major precepting authority	0
12. Amounts retained in respect of Shale Oil and Gas Sites Schemes (see Note C)	0
NON-DOMESTIC RATING INCOME	
13. Line 1 plus line 2, minus lines 3, 6 - 9 and 12	52,960,807

PART 1B: PAYMENTS

The payments to be made, during the course of 2020-21 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

	Central Government	Ashford	Kent County Council	Kent Fire Authority	Total
	£	£	£	£	£
Retained NDRR shares					
14. % of non-domestic rating income to be allocated to each authority in 2020-21	50%	40%	9%	1%	100%
Non-Domestic Rating Income for 2020-21					
15. Non-domestic rating income from rates retention scheme	26,480,403	21,184,323	4,766,473	529,608	52,960,807
16. (less) deductions from central share	0	0	0	0	0
17. TOTAL:	26,480,403	21,184,323	4,766,473	529,608	52,960,807
Other Income for 2020-21					
18. add: cost of collection allowance		191,808			191,808
19. add: amounts retained in respect of Designated Areas		0			0
20. add: amounts retained in respect of renewable energy schemes		110,785	0		110,785
21. add: amounts retained in respect of Shale oil and gas sites 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 growth retained in Additional Growth Pilots		0	0	0	0
25. add: in respect of Port of Bristol hereditament		0			0
Estimated Surplus/Deficit on Collection Fund					
<u>Percentages to be used to distribute the collection fund surplus deficit</u>					
26. % for distribution of "in-year" surplus/deficit (ie 2019-20)	50%	40%	9%	1%	100%
26a. "In-year" surplus (positive) / deficit (negative)	830,705	664,564	149,527	16,614	1,661,410
27. % for distribution of "prior-year" surplus/deficit (ie 2018-19)	0%	40%	59%	1%	100%
27a. "Prior-year" surplus (positive) / deficit (negative)	0	-10,352	-15,270	-259	-25,881
28. Estimated Surplus/Deficit at end of 2019-20	830,705	654,212	134,257	16,355	1,635,529
TOTAL FOR THE YEAR					
29. Total amount due to authorities	27,311,108	22,141,128	4,900,730	545,963	54,898,929

**NATIONAL NON-DOMESTIC RATES RETURN - NNDR1
2020-21**

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	853,511	191,041	21,227	1,065,779
Small Business Rate Relief				
31. Cost of doubling SBRR & threshold changes for 2020-21	1,451,268	326,535	36,282	1,814,085
31a. Additional compensation for loss of supplementary multiplier income	84,583	19,031	2,115	105,729
32. Cost to authorities of maintaining relief on "first" property	8,398	1,889	210	10,497
Rural Rate Relief				
33. Cost to authorities of providing 100% rural rate relief	6,365	1,432	159	7,956
Supporting Small Businesses Relief				
34. Cost to authorities of providing relief	14,210	3,197	355	17,762
Discretionary Scheme				
35. Cost to authorities of providing relief	4,160	936	104	5,200
Designated Areas qualifying relief in 100% pilot areas				
36. Cost to authorities of providing relief	0	0	0	0
Telecoms Relief				
37. Cost to authorities of providing relief	0	0	0	0
Retail discount				
38. Cost to authorities of providing relief	471,932	106,185	11,798	589,915
TOTAL FOR THE YEAR				
39. Amount of Section 31 grant due to authorities to compensate for reliefs	2,894,427	650,246	72,250	3,616,923

NATIONAL NON-DOMESTIC RATES RETURN - NNDR1
2020-21

PART 2: NET RATES PAYABLE

GROSS RATES PAYABLE

(All data should be entered as +ve unless specified otherwise) - see Note E

	BA Area (exc. Designated areas) Complete this column	Designated areas Do not complete this column	TOTAL (All BA Area) Do not complete this column
	£	£	£
1. Rateable Value at <input type="text" value="13/12/2019"/>	132,672,748	0	132,672,748
2. Small business rating multiplier for 2020-21 (pence) <input type="text" value="49.9"/>			
3. Gross rates 2020-21 (RV x multiplier)	66,203,701	0	
4. Estimated growth/decline in gross rates (+ = increase, - = decrease)	800,000	0	
5. Forecast gross rates payable in 2020-21	67,003,701	0	67,003,701

TRANSITIONAL ARRANGEMENTS (See Note F)

6. Revenue foregone because increases in rates have been deferred (Show as -ve)	-345,650	0	-345,650
7. Additional income received because reductions in rates have been deferred (Show as +ve)	130,189	0	130,189
8. Net cost of transitional arrangements	-215,461	0	
9. Changes as a result of estimated growth / decline in cost of transitional arrangements (+ = decline, - = increase)	-6,318	0	
10. Forecast net cost of transitional arrangements	-221,779	0	-221,779

TRANSITIONAL PROTECTION PAYMENTS (See Note F(a))

11. Sum due to/(from) authority	221,779	0	221,779
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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 2020-21	-5,142,588	0	-5,142,588
13. of which: relief on existing properties where a 2nd property is occupied	-20,185	0	-20,185
14. Additional yield from the small business supplement (Show as +ve)	1,247,113	0	1,247,113
15. Net cost of small business rate relief (line 12 + line 14)	-3,895,475	0	-3,895,475

Charitable occupation

16. Forecast of relief to be provided in 2020-21	-4,113,877	0	-4,113,877
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Community Amateur Sports Clubs (CASCs)

17. Forecast of relief to be provided in 2020-21	-102,510	0	-102,510
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Rural rate relief

18. Forecast of relief to be provided in 2020-21	-26,870	0	-26,870
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Telecoms Relief (see Note L)

19. Forecast of relief to be provided in 2020-21	0	0	0
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NATIONAL NON-DOMESTIC RATES RETURN - NNDR1
2020-21

PART 2: NET RATES PAYABLE

	BA Area (exc. Designated areas)	Designated areas	TOTAL (All BA Area)
20. Forecast of mandatory reliefs to be provided in 2020-21 (Sum of lines 15 to 19)	-8,138,732	0	
21. Changes as a result of estimated growth/decline in mandatory relief (+ = decline, - = increase)	-300,000	0	
22. Total forecast mandatory reliefs to be provided in 2020-21	-8,438,732	0	-8,438,732
UNOCCUPIED PROPERTY (See Note H) (All data should be entered as -ve unless specified otherwise)			
Partially occupied hereditaments			
23. Forecast of 'relief' to be provided in 2020-21	0	0	0
Empty premises			
24. Forecast of 'relief' to be provided in 2020-21	-1,517,774	0	-1,517,774
25. Forecast of unoccupied property 'relief' to be provided in 2020-21 (Line 23 + line 24)	-1,517,774	0	
26. Changes as a result of estimated growth/decline in unoccupied property 'relief' (+ = decline, - = increase)	-450,000	0	
27. Total forecast unoccupied property 'relief' to be provided in 2020-21	-1,967,774	0	-1,967,774
DISCRETIONARY RELIEFS (See Note J) (All data should be entered as -ve unless specified otherwise)			
Charitable occupation			
28. Forecast of relief to be provided in 2020-21	-168,132	0	-168,132
Non-profit making bodies			
29. Forecast of relief to be provided in 2020-21	-56,561	0	-56,561
Community Amateur Sports Clubs (CASCs)			
30. Forecast of relief to be provided in 2020-21	-14,578	0	-14,578
Rural shops etc			
31. Forecast of relief to be provided in 2020-21	0	0	0
Small rural businesses			
32. Forecast of relief to be provided in 2020-21	-48,091	0	-48,091
Other ratepayers (refer to guidance for further details)			
33. Forecast of relief to be provided in 2020-21	0	0	0
	<i>of which:</i>	<i>of which:</i>	
34. Relief given to Case A hereditaments	0	0	
35. Relief given to Case B hereditaments	0		

NATIONAL NON-DOMESTIC RATES RETURN - NNDR1
2020-21

PART 2: NET RATES PAYABLE

	BA Area (exc. Designated areas)	Designated areas	TOTAL (All BA Area)
36. Forecast of discretionary relief to be provided in 2020-21 (Sum of lines 28 to 33)	-287,362	0	
37. Changes as a result of estimated growth/decline in discretionary relief (+ = decline, - = increase)	-25,000	0	
38. Total forecast discretionary relief to be provided in 2020-21	-312,362	0	-312,362
DISCRETIONARY RELIEFS FUNDED THROUGH SECTION 31 GRANT (See Note K) (All data should be entered as -ve unless specified otherwise)			
Rural Rate Relief			
39. Forecast of relief to be provided in 2020-21	-15,299	0	-15,299
Supporting Small Businesses Relief			
40. Forecast of relief to be provided in 2020-21	-34,155	0	-34,155
Discretionary Scheme			
41. Forecast of relief to be provided in 2020-21	-10,000	0	-10,000
Retail Discount			
42. Forecast of relief to be provided in 2020-21	-1,134,364	0	-1,134,364
43. Forecast of discretionary reliefs funded through S31 grant to be provided in 2020-21 (Sum of lines 39 to 42)	-1,193,818	0	
44. Changes as a result of estimated growth/decline in Section 31 discretionary relief (+ = decline, - = increase)	-50,000	0	
45. Total forecast of discretionary reliefs funded through S31 grant to be provided in 2020-21	-1,243,818	0	-1,243,818
NET RATES PAYABLE			
46. Forecast of net rates payable by rate payers after taking account of transitional adjustments, unoccupied property relief, mandatory and discretionary reliefs	£ 54,819,236	£ 0	£ 54,819,236

NATIONAL NON-DOMESTIC RATES RETURN - NNDR1
2020-21

PART 3: COLLECTABLE RATES AND DISREGARDED AMOUNTS

	BA Area (exc. Designated areas)	Designated Areas	TOTAL (All BA Area)
	Complete this column	Do not complete this column	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	54,819,236	0	54,819,236
(LESS) LOSSES			
2. Estimated bad debts in respect of 2020-21 rates payable	-265,096	0	-265,096
3. Estimated repayments in respect of 2020-21 rates payable	-1,512,519	0	-1,512,519
COLLECTABLE RATES			
4. Net Rates payable less losses	53,041,621	0	53,041,621
DISREGARDED AMOUNTS			
5. Renewable Energy	110,785	0	110,785
6. Shale oil and gas sites scheme (see Note C)	0	0	0
7. Transitional Protection Payment		0	
8. Baseline		0	
DISREGARDED AMOUNTS			
9. Total Disregarded Amounts		0	0
DESIGNATED AREAS IN 100% PILOT AREAS			
10. Designated Areas Qualifying Relief: Not applicable	0	0	0
DEDUCTIONS FROM CENTRAL SHARE			
11. Designated Areas Qualifying Relief	0	0	0
Additional Growth Pilot Areas			
12. Net Rates payable for Growth Baseline comparison: Not applicable	0		0
13. Growth Baseline : Not applicable	0		0
14. Additional Growth in 'Growth Pilot' Areas: Not Applicable	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

NATIONAL NON-DOMESTIC RATES RETURN - NNDR1
2020-21

PART 4: ESTIMATED COLLECTION FUND BALANCE

(Please refer to guidance notes for details about these cells.)

OPENING BALANCE

1. Opening Balance (From Collection Fund Statement)

£ 222,872

BUSINESS RATES CREDITS AND CHARGES

2. Business rates credited and charged to the Collection Fund in 2019-20

52,779,539

3. Sums written off in excess of the allowance for non-collection

-164,486

4. Changes to the allowance for non-collection

-424,825

5. Amounts charged against the provision for alteration of lists and appeals following RV list changes

0

6. Changes to the provision for alteration of lists and appeals

-565,201

7. Total business rates credits and charges (Total lines 2 to 6)

51,625,027

OTHER RATES RETENTION SCHEME CREDITS

8. Transitional protection payments received, or to be received in 2019-20

19,383

9. Transfers/payments to the Collection Fund for end-year reconciliations

0

10. Transfers/payments into the Collection Fund in 2019-20 in respect of a previous year's deficit

0

11. Total Other Credits (Total lines 8 to 10)

19,383

OTHER RATES RETENTION SCHEME CHARGES

12. Transitional protection payments made, or to be made, in 2019-20

0

13. Payments made, or to be made, to the Secretary of State in respect of the central share in 2019-20

-24,846,958

14. Payments made, or to be made to, major precepting authorities in respect of business rates income in 2019-20

-4,969,392

15. Transfers made, or to be made, to the billing authority's General Fund in respect of business rates income in 2019-20

-19,877,566

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 2019-20

-289,084

17. Transfers/payments from the Collection Fund for end-year reconciliations

0

18. Transfers/payments made from the Collection Fund in 2019-20 in respect of a previous year's surplus

-248,753

19. Total Other Charges (Total lines 12 to 18)

-50,231,753

ESTIMATED SURPLUS/(DEFICIT) ON COLLECTION FUND IN RESPECT OF FINANCIAL YEAR 2019-20 - Surplus (positive), Deficit (Negative)

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

£ 1,635,529

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REVENUE BUDGET				
SERVICE SUMMARY				
Actuals 2018/19 £	Budget 2019/20 £	Projected Outturn 2019/20 £	Service	Budget 2020/21 £
1,461,350	1,328,560	1,357,820	Corporate Policy, Economic Development & Communications	1,416,220
1,404,725	1,352,760	1,323,659	Legal & Democratic Services	1,425,830
2,162,643	2,120,500	2,133,914	Planning	2,126,510
3,802,017	3,852,960	3,697,310	Finance & IT	3,658,460
(10)	140,070	81,820	HR & Customer Services	197,340
865,704	974,170	1,256,480	Housing General Fund Services	860,250
482,648	(292,700)	367,823	Community Safety and Wellbeing	427,600
4,935,379	5,254,840	5,225,297	Environmental & Land Management	5,505,270
(486,124)	(2,300,470)	(1,641,166)	Corporate Property & Projects	(1,830,150)
3,798,621	3,295,240	3,410,330	Culture	3,342,230
18,426,953	15,725,930	17,213,287	Service Expenditure	17,129,560
(5,101,037)	(2,492,440)	(2,978,651)	Capital Charges & Net Interest	(2,587,480)
254,702	259,130	259,130	Levies	270,500
1,688,711	1,739,120	1,030,120	Contribution to Balances	1,154,910
15,269,329	15,231,740	15,523,886	ABC Budget Requirement	15,967,490
			Income	
(3,529,353)	(4,706,300)	(4,706,300)	Retained Business Rates	(5,598,610)
(2,114,591)	(14,750)	(14,750)	Government & Business Rates Grants	607,290
(2,501,000)	(2,954,410)	(2,954,410)	New Homes Bonus	(3,053,420)
(7,225,359)	(7,556,280)	(7,556,280)	Council Tax	(7,922,750)
(100,975)	0	292,146		0

SUBJECTIVE ANALYSIS - 2020/21 Estimate							
	Corporate Policy, Economic Development & Communications	Legal and Democracy	Planning and Development	Finance & IT	HR & Customer Services	Housing Services	Community Safety & Wellbeing
EXPENDITURE							
Employees	1,031,040	1,312,720	3,130,280	5,089,080	1,218,220	1,132,840	2,198,740
Premises	-	2,860	500	2,000	5,000	1,686,210	583,030
Supplies and Services	521,900	606,010	209,830	31,908,840	105,430	1,320,540	674,760
Transport	23,450	59,130	123,140	52,760	10,390	43,090	118,540
TOTAL EXPENDITURE	1,576,390	1,980,720	3,463,750	37,052,680	1,339,040	4,182,680	3,575,070
INCOME							
Grants	(75,000)	(15,490)	(44,650)	(30,135,400)	-	(1,205,160)	(39,000)
Fees & Charges	(42,000)	(137,240)	(2,039,880)	(1,715,010)	(48,000)	(2,503,040)	(3,503,830)
TOTAL INCOME	(117,000)	(152,730)	(2,084,530)	(31,850,410)	(48,000)	(3,708,200)	(3,542,830)
NET CONTROLLABLE EXPENDITURE	1,459,390	1,827,990	1,379,220	5,202,270	1,291,040	474,480	32,240
NON CONTROLLABLE ITEMS							
Support Services	183,770	602,000	1,253,450	2,662,170	299,910	365,100	1,767,670
Capital Charges	-	-	-	5,040	55,800	15,670	54,290
Recharges	(131,940)	(1,064,410)	(506,160)	(4,211,020)	(1,449,410)	-	(1,476,600)
Transfers to/from Reserves	(95,000)	60,250	-	-	-	5,000	50,000
TOTAL NON-CONTROLLABLE ITEMS	(43,170)	(402,160)	747,290	(1,543,810)	(1,093,700)	385,770	395,360
NET EXPENDITURE	1,416,220	1,425,830	2,126,510	3,658,460	197,340	860,250	427,600
	Environment & Land Management	Corporate Property & Projects	Culture	General Fund	Capital Charges and Net interest	HRA	Total
EXPENDITURE							
Employees	1,567,880	1,542,220	789,630	-	-	2,639,930	21,652,580
Premises	454,980	3,216,840	343,870	-	2,369,590	4,559,850	13,224,730
Supplies and Services	4,263,470	337,150	720,490	270,500	-	1,067,140	42,006,060
Transport	208,820	61,320	27,700	-	-	134,200	862,540
TOTAL EXPENDITURE	6,495,150	5,157,530	1,881,690	270,500	2,369,590	8,401,120	77,745,910
INCOME							
Grants	(272,000)	-	(149,250)	(15,967,490)	-	(2,999,850)	(50,903,290)
Fees & Charges	(1,156,690)	(5,437,130)	(166,920)	-	(3,007,150)	(25,460,540)	(45,217,430)
TOTAL INCOME	(1,428,690)	(5,437,130)	(316,170)	(15,967,490)	(3,007,150)	(28,460,390)	(96,120,720)
NET CONTROLLABLE EXPENDITURE	5,066,460	(279,600)	1,565,520	(15,696,990)	(637,560)	(20,059,270)	(18,374,810)
NON CONTROLLABLE ITEMS							
Support Services	1,336,520	871,560	746,770	-	-	2,900,100	12,989,020
Capital Charges	101,600	767,750	949,770	-	(1,949,920)	17,920,130	17,920,130
Recharges	(1,068,980)	(3,189,860)	-	-	-	(131,060)	(13,229,440)
Transfers to/from Reserves	69,670	-	80,170	1,154,910	-	-	1,325,000
TOTAL NON-CONTROLLABLE ITEMS	438,810	(1,550,550)	1,776,710	1,154,910	(1,949,920)	20,689,170	19,004,710
NET EXPENDITURE	5,505,270	(1,830,150)	3,342,230	(14,542,080)	(2,587,480)	629,900	629,900

Analysis of Estimated Reserves							
	2019/20			2020/21			Balance at 31st March 2021 £'000
	Balance at 31st March 2019 £'000	Transfers In £'000	Transfers Out £'000	Balance at 31st March 2020 £'000	Transfers In £'000	Transfers Out £'000	
	General Fund Balance	(2,275)	(120)		(2,395)	(130)	
	(2,275)	(120)	0	(2,395)	(130)	0	(2,525)
<i>Earmarked Reserves</i>							
Business Rate Income Res	(1,402)	(825)	700	(1,527)	(825)		(2,352)
Elections	(249)	(60)	193	(116)	(60)		(176)
Green Transport Initiatives	(65)			(65)			(65)
Land Searches Reserve	(158)			(158)			(158)
New Homes Bonus	(3,232)	(683)	2,198	(1,717)	(744)	2,000	(461)
New Initiatives Reserve	(4,654)	(200)	1,500	(3,354)		1,200	(2,154)
Planning Delivery Grant	(237)			(237)			(237)
Repairs & Renewals	(1,408)	(165)	86	(1,487)	(675)	900	(1,262)
Section 106 Monitoring Fee	(301)			(301)			(301)
Economic Reisilence Reserve	(2,905)	(104)	200	(2,809)			(2,809)
Service Pressure Reserve	(1,379)	(15)	425	(969)	(5)	557	(417)
Small property maintenance reserves	(79)	(6)		(85)	(6)		(91)
Stour Centre	(283)	(72)		(355)	(72)		(427)
Refugee Reserve	(246)			(246)			(246)
Revenue Grants	(115)			(115)			(115)
<i>Developer Contributions</i>							
S106 Unapplied Grants	(4,686)		1,015	(3,671)		800	(2,871)
Commuted Sums Unapplied Grants	(623)			(623)			(623)
Spg6 Unapplied Grants	(916)			(916)			(916)
Total Earmarked Reserves	(22,938)	(2,130)	6,317	(18,751)	(2,387)	5,457	(15,681)

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REVENUE BUDGET				
Corporate Policy, Economic Development & Communications				
ACTUAL	BUDGET	PROJECTED	DETAIL	ESTIMATE
2018/19	2019/20	OUTTURN		2020/21
£	£	2019/20		£
£	£	£		£
225,082	(140)	1,420	Chilmington	48,410
330,913	256,290	287,770	Policy and Performance	280,250
407,659	433,080	430,480	Communications & Marketing	448,900
497,696	639,330	638,150	Economic Development	638,660
1,461,350	1,328,560	1,357,820	SERVICE EXPENDITURE	1,416,220

SUBJECTIVE ANALYSIS - 2020/21 ESTIMATE
Corporate Policy, Economic Development & Communications

	Chilmington	Policy and Performance	Communications & Marketing	Economic Development	Total
EXPENDITURE					
Employees	124,980	316,230	323,090	266,740	1,031,040
Premises	-	-	-	-	-
Supplies and Services	35,400	30,050	93,300	363,150	521,900
Transport	3,050	5,490	5,630	9,280	23,450
TOTAL EXPENDITURE	163,430	351,770	422,020	639,170	1,576,390
INCOME					
Grants	(75,000)	-	-	-	(75,000)
Fees & Charges	(28,000)	-	(14,000)	-	(42,000)
TOTAL INCOME	(103,000)	-	(14,000)	-	(117,000)
NET CONTROLLABLE EXPENDITURE	60,430	351,770	408,020	639,170	1,459,390
NON CONTROLLABLE ITEMS					
Support Services	7,980	45,420	55,880	74,490	183,770
Capital Charges	-	-	-	-	-
Recharges	-	(116,940)	(15,000)	-	(131,940)
Transfers to/from Reserves	(20,000)	-	-	(75,000)	(95,000)
TOTAL NON-CONTROLLABLE ITEMS	(12,020)	(71,520)	40,880	(510)	(43,170)
NET EXPENDITURE	48,410	280,250	448,900	638,660	1,416,220

REVENUE BUDGET				
SERVICE		Chilmington		
SERVICE DESCRIPTION		The team that looks after the South of Ashford Garden Community(SAGC) including Chilmington) and support the CMO set up until September 2020.		
SERVICE MANAGER		Head of Planning & Development		
BUDGET MANAGER		Project Manager		
ACTUAL	BUDGET	PROJECTED	DETAIL	ESTIMATE
2018/19	2019/20	2019/20		2020/21
£	£	£		£
106,424	33,000	95,660	EXPENDITURE	
-	-	-	Employees	124,980
118,885	50,900	247,860	Premises	-
3,336	2,270	2,270	Supplies and Services	35,400
			Transport	3,050
228,645	86,170	345,790	TOTAL EXPENDITURE	163,430
-	-	(75,000)	INCOME	
(6,000)	-	(20,000)	Grants	(75,000)
			Fees and Charges	(28,000)
222,645	86,170	250,790	NET CONTROLLABLE EXPENDITURE	60,430
4,132	-	-	RECHARGES & CAPITAL CHARGES	
-	-	-	Support Services	7,980
(1,695)	-	-	Capital Charges	-
-	(86,310)	(249,370)	Recharges	-
			Transfers to/from Reserves	(20,000)
225,082	(140)	1,420	NET EXPENDITURE (Including Recharges and Capital Charges)	48,410
ANALYSIS OF BUDGET VARIATIONS				
Base Budget 2019/20		(140)	COMMENTS	
Employees		7,720	Pay Award/Increments/NI & Super	
Employees		51,270	Master planning & Delivery Coordinator	
Employees		32,990	Transfer of costs from Management team cost centre	
Supplies & Services		(15,500)	Reduction in consultants fees	
Transport		780		
Grants		(75,000)	Grant from homes England	
Fees & Charges		(28,000)	Income from CMO	
Support Services		7,980		
Transfer to/from Reserves		66,310	Change from reserve funding to grant funding	
Base Budget 2020/21		48,410		
ANALYSIS OF BUDGET VARIATIONS				
Base Budget 2019/20		(140)	COMMENTS	
Employees		55,540	Master planning & Delivery Coordinator	
Employees		7,120	Agency Staff	
Supplies and Services		16,560		
Supplies and Services		180,400	Consultancy costs	
Grants		(75,000)	Grant from homes England	
Fees and Charges		(20,000)	Income from CMO	
Transfers to/from Reserves		(163,060)	Increase in reserve contribution to fund consultancy spend	
Outturn 2019/20 (P6 Forecast)		1,420		

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	BUDGET	PROJECTED	DETAIL	ESTIMATE
2018/19	2019/20	OUTTURN		2020/21
£	£	2019/20		£
£	£	£		£
371,475	298,400	378,370	EXPENDITURE	
387	-	-	Employees	316,230
40,742	40,250	40,250	Premises	-
6,873	5,490	5,490	Supplies and Services	30,050
			Transport	5,490
419,477	344,140	424,110	TOTAL EXPENDITURE	351,770
-	-	-	INCOME	
-	-	-	Grants	-
			Fees and Charges	-
419,477	344,140	424,110	NET CONTROLLABLE EXPENDITURE	351,770
44,766	41,000	41,000	RECHARGES & CAPITAL CHARGES	
-	-	-	Support Services	45,420
(133,330)	(128,850)	(128,850)	Capital Charges	-
-	-	(48,490)	Recharges	(116,940)
			Transfers to/from Reserves	-
330,913	256,290	287,770	NET EXPENDITURE (Including Recharges and Capital Charges)	280,250
ANALYSIS OF BUDGET VARIATIONS				
Base Budget 2019/20		256,290	COMMENTS	
Employees		17,830	Pay Award/Increments/NI & Super	
Supplies and Services		(10,200)	Various reductions including Residents Survey	
Support Services		4,420		
Recharges		11,910		
Base Budget 2020/21		280,250		
ANALYSIS OF BUDGET VARIATIONS				
Base Budget 2019/20		256,290	COMMENTS	
Employees		(820)		
Employees		32,300	Management Trainee Graduate post transferred from HR	
Employees		48,490	Environmental Advisor post - funded from reserves	
Transfers to/From Reserves		(48,490)	Funding of Environmental Advisor post	
Outturn 2019/20 (P6 Forecast)		287,770		

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	BUDGET	PROJECTED	DETAIL	ESTIMATE
2018/19	2019/20	OUTTURN		2020/21
£	£	2019/20		£
£	£	£		£
286,018	284,720	333,400	EXPENDITURE	323,090
212	-	-	Employees	-
88,197	119,550	105,050	Premises	93,300
5,913	5,630	5,630	Supplies and Services	5,630
			Transport	
380,340	409,900	444,080	TOTAL EXPENDITURE	422,020
-	-	-	INCOME	-
(7,462)	(13,000)	(13,000)	Grants	(14,000)
			Fees and Charges	
372,878	396,900	431,080	NET CONTROLLABLE EXPENDITURE	408,020
49,781	51,180	51,180	RECHARGES & CAPITAL CHARGES	55,880
-	-	-	Support Services	-
(15,000)	(15,000)	(15,000)	Capital Charges	(15,000)
-	-	(36,780)	Recharges	-
			Transfers to/from Reserves	-
407,659	433,080	430,480	NET EXPENDITURE (Including Recharges and Capital Charges)	448,900
ANALYSIS OF BUDGET VARIATIONS				
Base Budget 2019/20		433,080	COMMENTS	
Employees		19,370	Pay Award/Increments/NI & Super	
Employees		19,000	Regrading	
Supplies & Services		(250)		
Supplies & Services		(19,000)	Saving on residents magazine costs	
Supplies & Services		(7,000)	Anticipated saving re PR contract	
Fees & Charges		(1,000)	Extra income re residents magazine	
Support Services		4,700		
Base Budget 2020/21		448,900		
ANALYSIS OF BUDGET VARIATIONS				
Base Budget 2019/20		433,080	COMMENTS	
Employees		36,780	Digital transformation costs funded from reserves	
Employees		11,900	Staff regrading	
Supplies & Services		(14,500)	Saving on costs of producing residents magazine	
Transfers to/from Reserves		(36,780)	Funding of digital transformation costs	
Outturn 2019/20 (P6 Forecast)		430,480		

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	BUDGET	PROJECTED	DETAIL	ESTIMATE
2018/19	2019/20	OUTTURN		2020/21
£	£	2019/20		£
£	£	£		£
223,088	245,870	245,870	EXPENDITURE	
48	-	-	Employees	266,740
223,931	320,620	339,150	Premises	-
10,630	9,410	8,700	Supplies and Services	363,150
			Transport	9,280
457,698	575,900	593,720	TOTAL EXPENDITURE	639,170
(10,165)	-	-	INCOME	
(1,625)	(1,800)	-	Grants	-
			Fees and Charges	-
445,908	574,100	593,720	NET CONTROLLABLE EXPENDITURE	639,170
51,787	65,230	65,230	RECHARGES & CAPITAL CHARGES	
-	-	-	Support Services	74,490
-	-	(2,800)	Capital Charges	-
-	-	(18,000)	Recharges	-
			Transfers to/from Reserves	(75,000)
497,696	639,330	638,150	NET EXPENDITURE (Including Recharges and Capital Charges)	638,660
ANALYSIS OF BUDGET VARIATIONS				
Base Budget 2019/20		639,330	COMMENTS	
Employees		29,840	Pay Award/Increments/NI & Super	
Employees		(8,970)	Removal of farmers market managers post	
Supplies and Services		(7,470)		
Supplies and Services		(10,000)	Not renewing Chamber Patron status	
Supplies and Services		(15,000)	Savings on PR Contract	
Supplies and Services		75,000	Town centre events programme funded from s106 contributions	
Transport		(130)		
Fees and Charges		1,800	Farmers market rents	
Support Services		9,260		
Transfers to/from Reserves		(75,000)	To fund town centre events programme	
Base Budget 2020/21		638,660		
ANALYSIS OF BUDGET VARIATIONS				
Base Budget 2019/20		639,330	COMMENTS	
Supplies & Services		530		
Supplies & Services		18,000	Grant to support local business	
Transport		(710)		
Fees & Charges		1,800	Farmers market rents	
Recharges		(2,800)		
Transfers to/from Reserves		(18,000)	To support business grants	
Outturn 2019/20 (P6 Forecast)		638,150		

REVENUE BUDGET				
Legal & Democracy				
ACTUAL	BUDGET	PROJECTED	DETAIL	ESTIMATE
2018/19	2019/20	OUTTURN		2020/21
£	£	2019/20		£
£	£	£		£
936,504	825,050	837,150	Democratic Representation	851,890
398,196	472,960	472,710	Electoral Services	478,990
1,217	(4,500)	(49,500)	Legal	27,910
68,808	59,250	63,300	Mayor	67,040
1,404,725	1,352,760	1,323,660	SERVICE EXPENDITURE	1,425,830

SUBJECTIVE ANALYSIS - 2020/21 ESTIMATE
Legal & Democracy

	Democratic Representation	Electoral Services	Legal	Mayor	Total
EXPENDITURE					
Employees	227,520	194,760	871,350	19,090	1,312,720
Premises	-	-	-	2,860	2,860
Supplies and Services	429,050	118,200	40,300	18,460	606,010
Transport	5,330	3,850	34,850	15,100	59,130
TOTAL EXPENDITURE	661,900	316,810	946,500	55,510	1,980,720
INCOME					
Grants	-	(15,490)	-	-	(15,490)
Fees & Charges	(6,000)	(2,240)	(129,000)	-	(137,240)
TOTAL INCOME	(6,000)	(17,730)	(129,000)	-	(152,730)
NET CONTROLLABLE EXPENDITURE	655,900	299,080	817,500	55,510	1,827,990
NON CONTROLLABLE ITEMS					
Support Services	345,270	119,660	125,540	11,530	602,000
Capital Charges	-	-	-	-	-
Recharges	(149,280)	-	(915,130)	-	(1,064,410)
Transfers to/from Reserves	-	60,250	-	-	60,250
TOTAL NON-CONTROLLABLE ITEMS	195,990	179,910	(789,590)	11,530	(402,160)
NET EXPENDITURE	851,890	478,990	27,910	67,040	1,425,830

REVENUE BUDGET				
SERVICE		Democratic Representation		
SERVICE DESCRIPTION		Member support and administration of the council's committees		
SERVICE MANAGER		Head of Legal and Democracy		
BUDGET MANAGER		Member Services Manager		
ACTUAL 2018/19 £	BUDGET 2019/20 £	PROJECTED OUTTURN 2019/20 £	DETAIL	ESTIMATE 2020/21 £
196,524	198,430	227,820	EXPENDITURE	
-	-	-	Employees	227,520
449,554	424,050	436,150	Premises	-
5,262	5,230	5,230	Supplies and Services	429,050
			Transport	5,330
651,340	627,710	669,200	TOTAL EXPENDITURE	661,900
-	-	-	INCOME	
(7,412)	(6,000)	(6,000)	Grants	-
			Fees and Charges	(6,000)
643,927	621,710	663,200	NET CONTROLLABLE EXPENDITURE	655,900
435,896	341,990	341,990	RECHARGES & CAPITAL CHARGES	
7,121	7,100	7,100	Support Services	345,270
(150,440)	(145,750)	(145,750)	Capital Charges	-
-	-	(29,390)	Recharges	(149,280)
			Transfers to/from Reserves	-
936,504	825,050	837,150	NET EXPENDITURE (Including Recharges and Capital Charges)	851,890
ANALYSIS OF BUDGET VARIATIONS				
Base Budget 2019/20		825,050	COMMENTS	
Employees		14,610	NI/pension/increments/pay award	
Employees		(11,850)	Removal of customer support officer post	
Employees		26,330	Members research assistant post	
Supplies and Services		5,000	Mod Gov Software	
Transport		100		
Support Services		3,280		
Recharges		(3,530)		
Capital Charges		(7,100)		
Base Budget 2020/21		851,890		
ANALYSIS OF BUDGET VARIATIONS				
Base Budget 2019/20		825,050	COMMENTS	
Salaries		29,390	Members Research Assistant post - funded from reserves	
Supplies & Services		5,000	Mod Gov Software	
Supplies & Services		7,100	New projector for council chamber	
Transfers to/from Reserves		(29,390)	Funding for Members Research Assistant post	
Outturn 2019/20 (P6 Forecast)		837,150		

REVENUE BUDGET				
SERVICE		Electoral Services		
SERVICE DESCRIPTION		The administration of the elections and the maintenance of the electoral role. The cost of the KCC and the parliamentary elections are recovered		
SERVICE MANAGER		Head of Legal and Democracys		
BUDGET MANAGER		Electoral Services Manager		
ACTUAL	BUDGET	PROJECTED	DETAIL	ESTIMATE
2018/19	2019/20	OUTTURN		2020/21
£	£	2019/20		£
£	£	£		£
194,436	209,600	298,000	EXPENDITURE	
614	-	28,680	Employees	194,760
116,197	118,200	189,930	Premises	-
3,621	3,860	3,860	Supplies and Services	118,200
			Transport	3,850
314,867	331,660	520,470	TOTAL EXPENDITURE	316,810
(16,302)	(16,300)	(15,490)	INCOME	
(2,075)	(2,240)	(2,240)	Grants	(15,490)
			Fees and Charges	(2,240)
296,491	313,120	502,740	NET CONTROLLABLE EXPENDITURE	299,080
101,705	99,590	99,590	RECHARGES & CAPITAL CHARGES	
-	-	-	Support Services	119,660
-	-	-	Capital Charges	-
-	60,250	(129,620)	Recharges	-
			Transfers to/from Reserves	60,250
398,196	472,960	472,710	NET EXPENDITURE (Including Recharges and Capital Charges)	478,990
ANALYSIS OF BUDGET VARIATIONS				
Base Budget 2019/20		472,960	COMMENTS	
Employees		15,660	NI/pension/increments/pay award	
Employees		(30,500)	Removal of senior electoral services officer post	
Transport		(10)		
Grants		810		
Support Services		20,070		
Base Budget 2020/21		478,990		
ANALYSIS OF BUDGET VARIATIONS				
Base Budget 2019/20		472,960	COMMENTS	
Employees		88,400	Borough election costs	
Premises		28,680	Borough election costs	
Supplies & Services		71,730	Borough election costs	
Grants		810	IER Grant	
Transfers to/from Reserves		(189,870)	Contribution from reserves for 2019 borough election	
Outturn 2019/20 (P6 Forecast)		472,710		

REVENUE BUDGET				
SERVICE		Legal		
SERVICE DESCRIPTION		Providing Legal services to all departments and ensuring full compliance with Member Code of Conduct and Monitoring Officer Duties		
SERVICE MANAGER		Head of Legal and Democracy		
BUDGET MANAGER		Head of Legal and Democracy		
ACTUAL	BUDGET	PROJECTED	DETAIL	ESTIMATE
2018/19	2019/20	2019/20		2020/21
£	£	£		£
911,846	843,700	932,850	EXPENDITURE	871,350
-	-	-	Employees	-
45,072	42,850	42,850	Premises	-
23,110	32,520	23,370	Supplies and Services	40,300
			Transport	34,850
980,029	919,070	999,070	TOTAL EXPENDITURE	946,500
-	-	-	INCOME	-
(76,283)	(125,000)	(250,000)	Grants	(129,000)
			Fees and Charges	
903,745	794,070	749,070	NET CONTROLLABLE EXPENDITURE	817,500
165,360	132,690	132,690	RECHARGES & CAPITAL CHARGES	125,540
-	-	-	Support Services	-
(1,067,888)	(931,260)	(931,260)	Capital Charges	-
-	-	-	Recharges	(915,130)
			Transfers to/from Reserves	-
1,217	(4,500)	(49,500)	NET EXPENDITURE (Including Recharges and Capital Charges)	27,910
ANALYSIS OF BUDGET VARIATIONS				
Base Budget 2019/20		(4,500)	COMMENTS	
Employees		47,150	NI/pension/increments/pay award	
Employees		(19,500)	Saving on Principal Solicitor post (0.26 FTE)	
Supplies and Services		(2,550)		
Transport		2,330		
Income		(4,000)		
Support Services		(7,150)		
Recharges		16,130		
Base Budget 2020/21		27,910		
ANALYSIS OF BUDGET VARIATIONS				
Base Budget 2019/20		(4,500)	COMMENTS	
Employee Costs		9,150	Agency staff and Honarariums	
Employee Costs		80,000	Restructure savings target deferred until 2020/21	
Transport		(9,150)	Saving due to 3 vacancies	
Fees and Charges		(125,000)	Income re Waterbrook	
Outturn 2019/20 (P6 Forecast)		(49,500)		

REVENUE BUDGET				
SERVICE		Mayor		
SERVICE DESCRIPTION		Mayoral Costs		
SERVICE MANAGER		Head of Legal and Democracy		
BUDGET MANAGER		Member Services Manager		
ACTUAL	BUDGET	PROJECTED	DETAIL	ESTIMATE
2018/19	2019/20	OUTTURN		2020/21
£	£	2019/20		£
		£		
19,021	16,820	16,820	EXPENDITURE	
-	2,800	2,800	Employees	19,090
25,958	15,350	19,400	Premises	2,860
18,621	15,100	15,100	Supplies and Services	18,460
			Transport	15,100
63,600	50,070	54,120	TOTAL EXPENDITURE	55,510
-	-	-	INCOME	
(10,373)	-	-	Grants	-
			Fees and Charges	-
53,227	50,070	54,120	NET CONTROLLABLE EXPENDITURE	55,510
15,581	9,180	9,180	RECHARGES & CAPITAL CHARGES	
-	-	-	Support Services	11,530
-	-	-	Capital Charges	-
-	-	-	Recharges	-
-	-	-	Transfers to/from Reserves	-
68,808	59,250	63,300	NET EXPENDITURE (Including Recharges and Capital Charges)	67,040
ANALYSIS OF BUDGET VARIATIONS				
Base Budget 2019/20		59,250	COMMENTS	
Employees		2,270	Nil/pension/increments/pay award	
Premises		60		
Supplies and Services		(940)		
Supplies and Services		4,050	Increase in Mayors Entertainment allowance	
Support Services		2,350		
Base Budget 2020/21		67,040		
ANALYSIS OF BUDGET VARIATIONS				
Base Budget 2019/20		59,250	COMMENTS	
Supplies and Services		4,050	Increase in Mayors Entertainment allowance	
Outturn 2019/20 (P6 Forecast)		63,300		

REVENUE BUDGET				
Planning				
ACTUAL	BUDGET	PROJECTED	DETAIL	ESTIMATE
2018/19	2019/20	OUTTURN		2020/21
£	£	2019/20		£
£	£	£		£
70,317	115,940	123,136	Building Control	74,350
1,444,587	1,136,210	1,362,242	Development Management	949,490
4,417	(26,860)	(26,369)	Local Land Charges	(1,770)
11,569	253,960	55,562	Planning Administration	12,350
631,754	641,250	619,343	Strategic Planning	1,092,090
2,162,643	2,120,500	2,133,914	SERVICE EXPENDITURE	2,126,510

SUBJECTIVE ANALYSIS - 2020/21 ESTIMATE						
Planning						
	Building Control	Development Management	Local Land Charges	Planning Administration	Strategic Planning	Total
EXPENDITURE						
Employees	352,180	1,266,430	138,890	402,000	970,780	3,130,280
Premises	-	500	-	-	-	500
Supplies and Services	18,050	113,930	41,650	-	36,200	209,830
Transport	24,250	56,900	250	-	41,740	123,140
TOTAL EXPENDITURE	394,480	1,437,760	180,790	402,000	1,048,720	3,463,750
INCOME						
Grants	-	-	-	-	(44,650)	(44,650)
Fees & Charges	(480,000)	(1,283,380)	(236,500)	(40,000)	-	(2,039,880)
TOTAL INCOME	(480,000)	(1,283,380)	(236,500)	(40,000)	(44,650)	(2,084,530)
NET CONTROLLABLE EXPENDITURE	(85,520)	154,380	(55,710)	362,000	1,004,070	1,379,220
NON CONTROLLABLE ITEMS						
Support Services	159,870	860,970	53,940	50,830	127,840	1,253,450
Capital Charges	-	-	-	-	-	-
Recharges	-	(65,860)	-	(400,480)	(39,820)	(506,160)
Transfers to/from Reserves	-	-	-	-	-	-
TOTAL NON-CONTROLLABLE ITEMS	159,870	795,110	53,940	(349,650)	88,020	747,290
NET EXPENDITURE	74,350	949,490	(1,770)	12,350	1,092,090	2,126,510

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	BUDGET	PROJECTED	DETAIL	ESTIMATE
2018/19	2019/20	OUTTURN		2020/21
£	£	2019/20		£
		£		
359,005	426,060	426,060	EXPENDITURE	
-	-	-	Employees	352,180
22,227	26,250	33,228	Premises	-
16,047	22,470	22,688	Supplies and Services	18,050
			Transport	24,250
397,280	474,780	481,976	TOTAL EXPENDITURE	394,480
-	-	-	INCOME	
(434,396)	(480,000)	(480,000)	Grants	-
			Fees and Charges	(480,000)
(37,116)	(5,220)	1,976	NET CONTROLLABLE EXPENDITURE	(85,520)
115,538	121,160	121,160	RECHARGES & CAPITAL CHARGES	
-	-	-	Support Services	159,870
(8,105)	-	-	Capital Charges	-
-	-	-	Recharges	-
-	-	-	Transfers to/from Reserves	-
70,317	115,940	123,136	NET EXPENDITURE (Including Recharges and Capital Charges)	74,350
ANALYSIS OF BUDGET VARIATIONS				
Base Budget 2019/20		115,940	COMMENTS	
Employees		(49,030)	Reduction as Admin Support moved to Planning Administration as part of restructure	
Employees		(35,070)	Reduction as not recruiting to manager post	
Employees		10,220	Salary increments and pay awards	
Supplies and Services		(8,200)	Reduction in computer software and subscription costs	
Transport		1,780		
Support Services		51,110	Increase in recharge from Planning Administration	
Support Services		(12,400)	Savings following movement of staff	
Base Budget 2020/21		74,350		
ANALYSIS OF BUDGET VARIATIONS				
Base Budget 2019/20		115,940	COMMENTS	
Supplies and Services		6,978	Increase in consultancy costs	
Transport		218		
Outturn 2019/20 (P6 Forecast)		123,136		

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	BUDGET	PROJECTED	DETAIL	ESTIMATE
2018/19	2019/20	OUTTURN		2020/21
£	£	2019/20		£
		£		
1,534,655	1,389,600	1,496,083	EXPENDITURE	
184	500	500	Employees	1,266,430
460,236	94,980	213,457	Premises	500
67,491	80,600	81,777	Supplies and Services	113,930
			Transport	56,900
2,062,566	1,565,680	1,791,817	TOTAL EXPENDITURE	1,437,760
(89,500)	-	-	INCOME	
(1,378,499)	(1,284,380)	(1,284,485)	Grants	-
			Fees and Charges	(1,283,380)
594,567	281,300	507,332	NET CONTROLLABLE EXPENDITURE	154,380
934,913	919,670	919,670	RECHARGES & CAPITAL CHARGES	
-	-	-	Support Services	860,970
(84,893)	(64,760)	(64,760)	Capital Charges	-
-	-	-	Recharges	(65,860)
			Transfers to/from Reserves	-
1,444,587	1,136,210	1,362,242	NET EXPENDITURE (Including Recharges and Capital Charges)	949,490
ANALYSIS OF BUDGET VARIATIONS				
Base Budget 2019/20		1,136,210	COMMENTS	
Employees		(123,170)	Reduction in salary allocations following service restructure	
Supplies and Services		10,000	Increase in counsel fees	
Supplies and Services		8,950	Increases in software costs and external contributions	
Transport		(23,700)	Reduction in car allowances following service restructure	
Fees and Charges		1,000		
Support Services		(58,700)		
Recharges		(1,100)		
Base Budget 2020/21		949,490		
ANALYSIS OF BUDGET VARIATIONS				
Base Budget 2019/20		1,136,210	COMMENTS	
Employees		106,483	Consultant fees to support vacancies in service	
Supplies and Services		118,477	Consultant fees for planning appeals	
Transport		1,177		
Fees and Charges		(105)	Additional planning application fee income	
Outturn 2019/20 (P6 Forecast)		1,362,242		

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	BUDGET	PROJECTED	DETAIL	ESTIMATE
2018/19	2019/20	OUTTURN		2020/21
£	£	2019/20		£
		£		
132,372	117,140	129,940	EXPENDITURE	
-	-	-	Employees	138,890
6,274	37,060	37,751	Premises	-
902	500	500	Supplies and Services	41,650
			Transport	250
139,548	154,700	168,191	TOTAL EXPENDITURE	180,790
(15,840)	-	-	INCOME	
(187,615)	(236,500)	(236,500)	Grants	-
			Fees and Charges	(236,500)
(63,907)	(81,800)	(68,309)	NET CONTROLLABLE EXPENDITURE	(55,710)
69,080	54,940	54,940	RECHARGES & CAPITAL CHARGES	
-	-	-	Support Services	53,940
(756)	-	-	Capital Charges	-
-	-	(13,000)	Recharges	-
			Transfers to/from Reserves	-
4,417	(26,860)	(26,369)	NET EXPENDITURE (Including Recharges and Capital Charges)	(1,770)
ANALYSIS OF BUDGET VARIATIONS				
Base Budget 2019/20		(26,860)	COMMENTS	
Employees		21,750	Increased support from Business Support Manager	
Supplies and Services		4,590	Increase in computer software costs	
Transport		(250)		
Support Services		(1,000)		
Base Budget 2020/21		(1,770)		
ANALYSIS OF BUDGET VARIATIONS				
Base Budget 2019/20		(26,860)	COMMENTS	
Employees		12,800		
Supplies and Services		691		
Transfers to/from Reserves		(13,000)		
Outturn 2019/20 (P6 Forecast)		(26,369)		
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	BUDGET	PROJECTED	DETAIL	ESTIMATE
2018/19	2019/20	OUTTURN		2020/21
£	£	2019/20		£
		£		
317,316	341,470	323,785	EXPENDITURE	
99	-	200	Employees	402,000
64,574	250,650	285,599	Premises	-
204	200	338	Supplies and Services	-
			Transport	-
382,194	592,320	609,922	TOTAL EXPENDITURE	402,000
			INCOME	
-	-	-	Grants	-
(109,696)	(40,000)	(256,000)	Fees and Charges	(40,000)
272,498	552,320	353,922	NET CONTROLLABLE EXPENDITURE	362,000
			RECHARGES & CAPITAL CHARGES	
67,112	60,420	60,420	Support Services	50,830
-	-	-	Capital Charges	-
(328,041)	(358,780)	(358,780)	Recharges	(400,480)
-	-	-	Transfers to/from Reserves	-
11,569	253,960	55,562	NET EXPENDITURE (Including Recharges and Capital Charges)	12,350
ANALYSIS OF BUDGET VARIATIONS				
Base Budget 2019/20		253,960	COMMENTS	
Employees		60,530	Two Admin Officers moved from Building Control	
Premises		(200)		
Supplies and Services		(250,650)	Reallocation of Change Management Fund across the department to support restructure costs	
Support Services		(9,590)		
Recharges		(41,700)	Recharge Officer time to Building Control	
Base Budget 2020/21		12,350		
ANALYSIS OF BUDGET VARIATIONS				
Base Budget 2019/20		253,960	COMMENTS	
Employees		(17,685)	Vacancy savings offset by an increase in temporary staffing costs	
Premises		200		
Supplies and Services		34,949	Increase in consultants	
Transport		138		
Fees and Charges		(216,000)	Increase in street name & numbering income	
Outturn 2019/20 (P6 Forecast)		55,562		
NOTES				
Supplies and Services, and Fees and Charges vary from budget due to an arrangement where the Council engages 3rd parties to complete surveys to support planning applications which are then recharged to the applicant, the nature of this work is unpredictable and therefore not budgeted for.				

REVENUE BUDGET				
SERVICE		Strategic Planning		
SERVICE DESCRIPTION		Producing the Local Development Framework for the Borough and taking forward Ashford growth proposals		
SERVICE MANAGER		Head of Planning and Development		
BUDGET MANAGER		Policy Manager / Business Support Manager		
ACTUAL	BUDGET	PROJECTED	DETAIL	ESTIMATE
2018/19	2019/20	2019/20		2020/21
£	£	£		£
482,183	540,450	494,505	EXPENDITURE	970,780
-	300	300	Employees	-
180,980	36,200	59,837	Premises	36,200
20,007	15,130	15,531	Supplies and Services	41,740
683,169	592,080	570,173	Transport	1,048,720
			TOTAL EXPENDITURE	
(7,397)	(44,650)	(44,650)	INCOME	(44,650)
(508)	-	-	Grants	-
675,264	547,430	525,523	Fees and Charges	-
			NET CONTROLLABLE EXPENDITURE	1,004,070
159,874	132,980	132,980	RECHARGES & CAPITAL CHARGES	127,840
-	-	-	Support Services	-
(203,384)	(39,160)	(39,160)	Capital Charges	(39,820)
-	-	-	Recharges	-
631,754	641,250	619,343	Transfers to/from Reserves	-
			NET EXPENDITURE (Including Recharges and Capital Charges)	1,092,090
ANALYSIS OF BUDGET VARIATIONS				
Base Budget 2019/20		641,250	COMMENTS	
Employees		430,330	Increase in salary allocations following service restructure	
Premises		(300)		
Transport		26,610	Increased car allowance following restructure	
Support Services		(5,140)		
Recharges		(660)		
Base Budget 2020/21		1,092,090		
ANALYSIS OF BUDGET VARIATIONS				
Base Budget 2019/20		641,250	COMMENTS	
Employees		(45,945)	Vacancy savings	
Transport		401		
Supplies and Services		23,637	Local plan costs	
Outturn 2019/20 (P6 Forecast)		619,343		

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REVENUE BUDGET				
Finance and IT				
ACTUAL	BUDGET	PROJECTED	DETAIL	ESTIMATE
2018/19	2019/20	OUTTURN		2020/21
£	£	2019/20		£
£	£	£		£
86,142	72,560	37,330	Accountancy	91,450
673,820	834,800	671,940	Benefits Administration	804,840
150,267	187,400	191,400	Investigations & Enforcement	203,410
303,918	541,440	541,440	Council Tax Collection	487,940
(476,304)	(256,000)	(256,000)	Housing Benefits Payments	(175,000)
(63,827)	(38,850)	(27,850)	NNDR Collection	(40,090)
1,747,872	1,661,320	1,661,320	Non-Distributed Costs	1,406,310
42,840	47,120	59,320	Exchequer	68,000
(5)	(240)	(240)	Debtors/Debt Recovery	2,100
(345)	(50)	(50)	Audit Partnership	(10)
77,066	12,780	(41,270)	ICT	26,310
(2)	20	20	Telephony	220
1,260,575	790,660	859,950	Strategic Corporate Costs	782,980
3,802,017	3,852,960	3,697,310	SERVICE EXPENDITURE	3,658,460

SUBJECTIVE ANALYSIS - 2020/21 ESTIMATE							
Finance and IT							
	Accountancy	Benefits Administration	Investigations & Enforcement	Council Tax Collection	Housing Benefits Payments	NNDR Collection	Non-Distributed Costs
EXPENDITURE							
Employees	535,460	680,580	235,140	541,360	-	22,230	1,737,540
Premises	-	-	-	-	-	-	-
Supplies and Services	138,600	141,000	98,000	196,000	30,250,000	99,800	-
Transport	4,800	11,000	8,210	4,900	-	460	-
TOTAL EXPENDITURE	678,860	832,580	341,350	742,260	30,250,000	122,490	1,737,540
INCOME							
Grants	-	(350,000)	(40,400)	(290,000)	(29,275,000)	(180,000)	-
Fees & Charges	-	(1,000)	(109,470)	(360,000)	(1,150,000)	(25,000)	(40,540)
TOTAL INCOME	-	(351,000)	(149,870)	(650,000)	(30,425,000)	(205,000)	(40,540)
NET CONTROLLABLE EXPENDITURE	678,860	481,580	191,480	92,260	(175,000)	(82,510)	1,697,000
NON CONTROLLABLE ITEMS							
Support Services	243,190	323,260	49,930	395,680	-	42,420	40,540
Capital Charges	-	-	-	-	-	-	-
Recharges	(830,600)	-	(38,000)	-	-	-	(331,230)
Transfers to/from Reserves	-	-	-	-	-	-	-
TOTAL NON-CONTROLLABLE ITEMS	(587,410)	323,260	11,930	395,680	-	42,420	(290,690)
NET EXPENDITURE	91,450	804,840	203,410	487,940	(175,000)	(40,090)	1,406,310
	Exchequer	Debtors/Debt Recovery	Audit Partnership	ICT	Telephony	Strategic Corporate Costs	Total
EXPENDITURE							
Employees	216,220	69,150	-	691,590	250	359,560	5,089,080
Premises	-	-	-	-	-	2,000	2,000
Supplies and Services	138,000	10,300	167,220	488,870	79,000	102,050	31,908,840
Transport	-	-	-	3,050	-	20,340	52,760
TOTAL EXPENDITURE	354,220	79,450	167,220	1,183,510	79,250	483,950	37,052,680
INCOME							
Grants	-	-	-	-	-	-	(30,135,400)
Fees & Charges	-	-	-	(29,000)	-	-	(1,715,010)
TOTAL INCOME	-	-	-	(29,000)	-	-	(31,850,410)
NET CONTROLLABLE EXPENDITURE	354,220	79,450	167,220	1,154,510	79,250	483,950	5,202,270
NON CONTROLLABLE ITEMS							
Support Services	84,780	48,950	1,330	146,120	3,460	1,282,510	2,662,170
Capital Charges	-	-	-	5,040	-	-	5,040
Recharges	(371,000)	(126,300)	(168,560)	(1,279,360)	(82,490)	(983,480)	(4,211,020)
Transfers to/from Reserves	-	-	-	-	-	-	-
TOTAL NON-CONTROLLABLE ITEMS	(286,220)	(77,350)	(167,230)	(1,128,200)	(79,030)	299,030	(1,543,810)
NET EXPENDITURE	68,000	2,100	(10)	26,310	220	782,980	3,658,460

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 & IT		
BUDGET MANAGER		Head of Finance & IT		
ACTUAL	BUDGET	PROJECTED	DETAIL	ESTIMATE
2018/19	2019/20	2019/20		2020/21
£	£	£		£
491,036	530,980	482,150	EXPENDITURE	535,460
1,484	-	-	Employees	-
904,557	137,700	151,300	Premises	138,600
8,260	4,750	4,750	Supplies and Services	4,800
1,405,337	673,430	638,200	TOTAL EXPENDITURE	678,860
-	-	-	INCOME	-
(79,857)	-	-	Grants	-
			Fees and Charges	-
1,325,480	673,430	638,200	NET CONTROLLABLE EXPENDITURE	678,860
212,947	255,830	255,830	RECHARGES & CAPITAL CHARGES	243,190
(1,452,285)	(856,700)	(856,700)	Support Services	(830,600)
86,142	72,560	37,330	NET EXPENDITURE (Including Recharges and Capital Charges)	91,450
ANALYSIS OF BUDGET VARIATIONS				
Base Budget 2019/20		72,560	COMMENTS	
Employees		4,480	Anticipated restructure saving plus pay award increase	
Supplies and Services		900		
Transport		50		
Support Services		(12,640)		
Recharges		26,100		
Base Budget 2020/21		91,450		
ANALYSIS OF BUDGET VARIATIONS				
Base Budget 2019/20		72,560	COMMENTS	
Employees		(48,830)	Current vacancy savings within Accountancy	
Supplies and Services		13,600	Consultancy fees	
Outturn 2019/20 (P6 Forecast)		37,330		
NOTES				
The 2018/19 actuals within Supplies & Services, Fees and Charges and Recharges look high as £728,000 relates to the the insurance premium account. This reflects the payment of insurance premiums (supplies and services) which are then recharged to services through the Recharges line. The amount in fees and charges represents costs awarded to the Council.				

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 & IT		
BUDGET MANAGER		Revenues and Benefits Manager		
ACTUAL	BUDGET	PROJECTED	DETAIL	ESTIMATE
2018/19	2019/20	OUTTURN		2020/21
£	£	2019/20		£
£	£	£		£
657,609	644,520	668,520	EXPENDITURE	
178,597	142,900	142,900	Employees	680,580
13,477	12,160	12,160	Supplies and Services	141,000
			Transport	11,000
849,684	799,580	823,580	TOTAL EXPENDITURE	832,580
(475,910)	(330,000)	(516,860)	INCOME	
(40,973)	(1,000)	(1,000)	Grants	(350,000)
			Fees and Charges	(1,000)
332,801	468,580	305,720	NET CONTROLLABLE EXPENDITURE	481,580
341,020	366,220	366,220	RECHARGES & CAPITAL CHARGES	
			Support Services	323,260
673,820	834,800	671,940	NET EXPENDITURE (Including Recharges and Capital Charges)	804,840
ANALYSIS OF BUDGET VARIATIONS				
Base Budget 2019/20		834,800	COMMENTS	
Employees		36,060	Pay award increase and changes to pay allocations	
Supplies and Services		(1,900)		
Transport		(1,160)		
Grants		(20,000)	Increase in expected grants award	
Support Services		(42,960)		
Base Budget 2020/21		804,840		
ANALYSIS OF BUDGET VARIATIONS				
Base Budget 2019/20		834,800	COMMENTS	
Employees		24,000	Temporary agency staff	
Grants		(186,860)	Additional grants awarded	
Outturn 2019/20 (P6 Forecast)		671,940		

REVENUE BUDGET				
SERVICE		Investigations & Enforcement		
SERVICE DESCRIPTION		To deliver and promote an anti fraud and corruption culture throughout the authority through awareness and training in order to deter, prevent and detect incidents of fraud		
SERVICE MANAGER		Director of Finance & Economy		
BUDGET MANAGER		Investigation Manager		
ACTUAL	BUDGET	PROJECTED	DETAIL	ESTIMATE
2018/19	2019/20	OUTTURN		2020/21
£	£	2019/20		£
		£		
177,922	192,120	192,120	EXPENDITURE	
88,003	20,800	99,800	Employees	235,140
8,444	6,180	6,180	Supplies and Services	98,000
			Transport	8,210
274,368	219,100	298,100	TOTAL EXPENDITURE	341,350
			INCOME	
(30,491)	(45,500)	(45,500)	Grants	(40,400)
(75,023)	-	(25,000)	Fees and Charges	(109,470)
168,855	173,600	227,600	NET CONTROLLABLE EXPENDITURE	191,480
			RECHARGES & CAPITAL CHARGES	
19,412	51,800	51,800	Support Services	49,930
-	-	-	Capital Charges	-
(38,000)	(38,000)	(38,000)	Recharges	(38,000)
-	-	(50,000)	Transfers to/from Reserves	-
150,267	187,400	191,400	NET EXPENDITURE (Including Recharges and Capital Charges)	203,410
ANALYSIS OF BUDGET VARIATIONS				
Base Budget 2019/20		187,400	COMMENTS	
Employees		43,020	New Investigations & Enforcement Trainee post and pay awards	
Supplies and Services		49,600	IDIS date hub subscription recharged to KCC	
Supplies and Services		26,000	Computer software recharged to partners	
Supplies and Services		1,600	National Fraud Initiative audit fees	
Transport		2,030		
Grants		5,100		
Fees and Charges		(49,600)	Contra IDIS date hub subscription recharged to KCC	
Fees and Charges		(25,000)	Contra computer software recharged to partners	
Fees and Charges		(34,870)	Contract with East Kent Partnership for works	
Support Services		(1,870)		
Base Budget 2020/21		203,410		
ANALYSIS OF BUDGET VARIATIONS				
Base Budget 2019/20		187,400	COMMENTS	
Supplies and Services		25,000	Computer software recharged to partners	
Supplies and Services		50,000	Golden record system	
Supplies and Services		4,000	National Fraud Initiative audit fees	
Fees and Charges		(25,000)	Contra computer software recharged to partners	
Transfers to/from Reserves		(50,000)	Golden record system funded from reserves	
Outturn 2019/20 (P6 Forecast)		191,400		

REVENUE BUDGET				
SERVICE		Council Tax Collection		
SERVICE DESCRIPTION		Collection and administration of Council Tax		
SERVICE MANAGER		Head of Finance & IT		
BUDGET MANAGER		Revenues and Benefits Manager		
ACTUAL	BUDGET	PROJECTED	DETAIL	ESTIMATE
2018/19	2019/20	OUTTURN		2020/21
£	£	2019/20		£
£	£	£		£
440,841	494,870	494,870	EXPENDITURE	
-	-	-	Employees	541,360
170,649	193,100	193,100	Premises	-
2,600	5,320	5,320	Supplies and Services	196,000
			Transport	4,900
614,091	693,290	693,290	TOTAL EXPENDITURE	742,260
			INCOME	
(332,899)	(275,000)	(275,000)	Grants	(290,000)
(414,426)	(360,000)	(360,000)	Fees and Charges	(360,000)
(133,234)	58,290	58,290	NET CONTROLLABLE EXPENDITURE	92,260
			RECHARGES & CAPITAL CHARGES	-
437,152	483,150	483,150	Support Services	395,680
303,918	541,440	541,440	NET EXPENDITURE (Including Recharges and Capital Charges)	487,940
ANALYSIS OF BUDGET VARIATIONS				
Base Budget 2019/20		541,440	COMMENTS	
Employees		46,490	Pay award increase and changes to time allocations	
Supplies and Services		2,900		
Transport		(420)		
Grants		(15,000)		
Support Services		(87,470)		
Base Budget 2020/21		487,940		
ANALYSIS OF BUDGET VARIATIONS				
Base Budget 2019/20		541,440	COMMENTS	
Outturn 2019/20 (P6 Forecast)		541,440		

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 & IT		
BUDGET MANAGER		Revenues and Benefits Manager		
ACTUAL	BUDGET	PROJECTED	DETAIL	ESTIMATE
2018/19	2019/20	OUTTURN		2020/21
£	£	2019/20		£
£	£	£		£
35,577,614	35,525,000	35,525,000	EXPENDITURE	
			Supplies and Services	30,250,000
35,577,614	35,525,000	35,525,000	TOTAL EXPENDITURE	30,250,000
(34,223,280)	(34,550,000)	(34,550,000)	INCOME	
(1,830,638)	(1,231,000)	(1,231,000)	Grants	(29,275,000)
			Fees and Charges	(1,150,000)
(476,304)	(256,000)	(256,000)	NET CONTROLLABLE EXPENDITURE	(175,000)
-	-	-	RECHARGES & CAPITAL CHARGES	
-	-	-	Support Services	-
-	-	-	Capital Charges	-
-	-	-	Recharges	-
-	-	-	Transfers to/from Reserves	-
(476,304)	(256,000)	(256,000)	NET EXPENDITURE (Including Recharges and Capital Charges)	(175,000)
ANALYSIS OF BUDGET VARIATIONS				
Base Budget 2019/20		(256,000)	COMMENTS	
Supplies and Services		(5,275,000)	Universal credit has led to fewer housing benefit payments being issued	
Grants		5,275,000	Less grants received in correlation to fewer housing benefit being paid	
Fees and Charges		81,000	Reduction in debt collected, as overall level of debt is reducing. The recovery rate has stayed the same	
Base Budget 2020/21		(175,000)		
ANALYSIS OF BUDGET VARIATIONS				
Base Budget 2019/20		(256,000)	COMMENTS	
Outturn 2019/20 (P6 Forecast)		(256,000)		

REVENUE BUDGET				
SERVICE		NNDR Collection		
SERVICE DESCRIPTION		Collection on behalf of Central Government of the National Non-Domestic Rates provided by Canterbury City Council		
SERVICE MANAGER		Head of Finance & IT		
BUDGET MANAGER		Revenues and Benefits Manager		
ACTUAL	BUDGET	PROJECTED	DETAIL	ESTIMATE
2018/19	2019/20	OUTTURN		2020/21
£	£	2019/20		£
		£		
13,676	21,080	21,080	EXPENDITURE	
81,888	93,800	104,800	Employees	22,230
474	440	440	Supplies and Services	99,800
			Transport	460
96,038	115,320	126,320	TOTAL EXPENDITURE	122,490
(186,007)	(180,000)	(180,000)	INCOME	
(22,500)	(25,000)	(25,000)	Grants	(180,000)
			Fees and Charges	(25,000)
(112,469)	(89,680)	(78,680)	NET CONTROLLABLE EXPENDITURE	(82,510)
48,642	50,830	50,830	RECHARGES & CAPITAL CHARGES	
			Support Services	42,420
(63,827)	(38,850)	(27,850)	NET EXPENDITURE (Including Recharges and Capital Charges)	(40,090)
ANALYSIS OF BUDGET VARIATIONS				
Base Budget 2019/20		(38,850)	COMMENTS	
Employees		1,150	Pay award increase and changes to time allocations	
Supplies and Services		6,000	Increase in computer software costs	
Transport		20		
Support Services		(8,410)		
Base Budget 2020/21		(40,090)		
ANALYSIS OF BUDGET VARIATIONS				
Base Budget 2019/20		(38,850)	COMMENTS	
Supplies and Services		11,000	Increase in computer software costs	
Outturn 2019/20 (P6 Forecast)		(27,850)		

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 & IT		
BUDGET MANAGER		Head of Finance & IT		
ACTUAL	BUDGET	PROJECTED	DETAIL	ESTIMATE
2018/19	2019/20	OUTTURN		2020/21
£	£	2019/20		£
£	£	£		£
1,947,295	1,941,000	1,941,000	EXPENDITURE	1,737,540
26,827	-	-	Employees	-
134,361	-	-	Premises	-
-	-	-	Supplies and Services	-
-	-	-	Transport	-
2,108,483	1,941,000	1,941,000	TOTAL EXPENDITURE	1,737,540
-	-	-	INCOME	-
(47,891)	(32,800)	(32,800)	Grants	(40,540)
2,060,593	1,908,200	1,908,200	NET CONTROLLABLE EXPENDITURE	1,697,000
18,351	32,800	32,800	RECHARGES & CAPITAL CHARGES	40,540
(331,072)	(279,680)	(279,680)	Support Services	(331,230)
1,747,872	1,661,320	1,661,320	NET EXPENDITURE (Including Recharges and Capital Charges)	1,406,310
ANALYSIS OF BUDGET VARIATIONS				
Base Budget 2019/20		1,661,320	COMMENTS	
Employees		(203,460)	Increase to pension back funding cost	
Fees and Charges		(7,740)	Increase in recharges to council subsidiary	
Support Services		7,740	Increase in support cost to council subsidiary	
Recharges		(51,550)		
Base Budget 2020/21		1,406,310		
ANALYSIS OF BUDGET VARIATIONS				
Base Budget 2019/20		1,661,320	COMMENTS	
Outturn 2019/20 (P6 Forecast)		1,661,320		

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 & IT		
BUDGET MANAGER		Exchequer Manager		
ACTUAL	BUDGET	PROJECTED	DETAIL	ESTIMATE
2018/19	2019/20	OUTTURN		2020/21
£	£	2019/20		£
		£		
182,139	191,750	191,750	EXPENDITURE	
-	-	-	Employees	216,220
169,954	118,000	130,200	Premises	-
-	-	-	Supplies and Services	138,000
			Transport	-
352,093	309,750	321,950	TOTAL EXPENDITURE	354,220
-	-	-	INCOME	
1	-	-	Grants	-
			Fees and Charges	-
352,094	309,750	321,950	NET CONTROLLABLE EXPENDITURE	354,220
68,970	105,030	105,030	RECHARGES & CAPITAL CHARGES	
-	-	-	Support Services	84,780
(378,224)	(367,660)	(367,660)	Capital Charges	-
-	-	-	Recharges	(371,000)
			Transfers to/from Reserves	-
42,840	47,120	59,320	NET EXPENDITURE (Including Recharges and Capital Charges)	68,000
ANALYSIS OF BUDGET VARIATIONS				
Base Budget 2019/20		47,120	COMMENTS	
Employees		24,470	New Finance Assistant post and pay awards	
Supplies and Services		20,000	Increase in bank charges	
Support Services		(20,250)		
Recharges		(3,340)		
Base Budget 2020/21		68,000		
ANALYSIS OF BUDGET VARIATIONS				
Base Budget 2019/20		47,120	COMMENTS	
Supplies and Services		12,200	New payment kiosk and installation fees	
Outturn 2019/20 (P6 Forecast)		59,320		

REVENUE BUDGET				
SERVICE		Debtors/Debt Recovery		
SERVICE DESCRIPTION		Collection of sundry debtors due to ABC		
SERVICE MANAGER		Head of Finance & IT		
BUDGET MANAGER		Revenues and Benefits Manager		
ACTUAL	BUDGET	PROJECTED	DETAIL	ESTIMATE
2018/19	2019/20	OUTTURN		2020/21
£	£	£		£
68,387	66,850	66,850	EXPENDITURE	
-	-	-	Employees	69,150
6,192	11,000	11,000	Premises	-
58	170	170	Supplies and Services	10,300
			Transport	-
74,636	78,020	78,020	TOTAL EXPENDITURE	79,450
-	-	-	INCOME	
-	-	-	Grants	-
			Fees and Charges	-
74,636	78,020	78,020	NET CONTROLLABLE EXPENDITURE	79,450
48,036	62,510	62,510	RECHARGES & CAPITAL CHARGES	
-	-	-	Support Services	48,950
(122,677)	(140,770)	(140,770)	Capital Charges	-
-	-	-	Recharges	(126,300)
			Transfers to/from Reserves	-
(5)	(240)	(240)	NET EXPENDITURE (Including Recharges and Capital Charges)	2,100
ANALYSIS OF BUDGET VARIATIONS				
Base Budget 2019/20		(240)	COMMENTS	
Employees		2,300	Pay award increase	
Supplies and Services		(700)		
Transport		(170)		
Support Services		(13,560)		
Recharges		14,470		
Base Budget 2020/21		2,100		
ANALYSIS OF BUDGET VARIATIONS				
Base Budget 2019/20		(240)	COMMENTS	
Outturn 2019/20 (P6 Forecast)		(240)		

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 & IT		
BUDGET MANAGER		Head of Finance & IT		
ACTUAL	BUDGET	PROJECTED	DETAIL	ESTIMATE
2018/19	2019/20	OUTTURN		2020/21
£	£	2019/20		£
		£		
167,994	161,160	161,160	EXPENDITURE	167,220
-	-	-	Supplies and Services	-
-	-	-	Transport	-
167,994	161,160	161,160	TOTAL EXPENDITURE	167,220
-	-	-	INCOME	-
-	-	-	Grants	-
-	-	-	Fees and Charges	-
167,994	161,160	161,160	NET CONTROLLABLE EXPENDITURE	167,220
9,286	1,510	1,510	RECHARGES & CAPITAL CHARGES	1,330
-	-	-	Support Services	-
(177,625)	(162,720)	(162,720)	Capital Charges	(168,560)
-	-	-	Recharges	-
-	-	-	Transfers to/from Reserves	-
(345)	(50)	(50)	NET EXPENDITURE (Including Recharges and Capital Charges)	(10)
ANALYSIS OF BUDGET VARIATIONS				
Base Budget 2019/20		(50)	COMMENTS	
Supplies & Services		6,060	Increase in cost of Audit Partnership	
Support Services		(180)		
Recharges		(5,840)		
Base Budget 2020/21		(10)		
ANALYSIS OF BUDGET VARIATIONS				
Base Budget 2019/20		(50)	COMMENTS	
Outturn 2019/20 (P6 Forecast)		(50)		

REVENUE BUDGET				
SERVICE		ICT		
SERVICE DESCRIPTION		Provision of IT support to all services and to lead in the development of new applications, including GIS. Also includes Print Room and Multi Functional Devices.		
SERVICE MANAGER		Director of Finance & Economy		
BUDGET MANAGER		IT Operations Manager		
ACTUAL	BUDGET	PROJECTED	DETAIL	ESTIMATE
2018/19	2019/20	OUTTURN		2020/21
£	£	2019/20		£
£	£	£		£
615,381	695,590	641,540	EXPENDITURE	
525,906	470,320	470,320	Employees	691,590
3,064	3,860	3,860	Supplies and Services	488,870
			Transport	3,050
1,144,351	1,169,770	1,115,720	TOTAL EXPENDITURE	1,183,510
-	-	-	INCOME	
(35,511)	(30,500)	(30,500)	Grants	-
			Fees and Charges	(29,000)
1,108,839	1,139,270	1,085,220	NET CONTROLLABLE EXPENDITURE	1,154,510
183,742	151,250	151,250	RECHARGES & CAPITAL CHARGES	-
5,037	5,000	5,000	Support Services	146,120
(1,220,552)	(1,282,740)	(1,282,740)	Capital Charges	5,040
			Recharges	(1,279,360)
77,066	12,780	(41,270)	NET EXPENDITURE (Including Recharges and Capital Charges)	26,310
ANALYSIS OF BUDGET VARIATIONS				
Base Budget 2019/20		12,780	COMMENTS	
Employees		(4,000)	Anticipated restructure saving plus pay awards	
Supplies and Services		18,550	Increase cost of software licencing	
Transport		(810)		
Fees and Charges		1,500		
Support Services		(5,130)		
Capital Charges		40		
Recharges		3,380		
Base Budget 2020/21		26,310		
ANALYSIS OF BUDGET VARIATIONS				
Base Budget 2019/20		12,780	COMMENTS	
Employees		(54,050)	Current vacancies within IT	
Outturn 2019/20 (P6 Forecast)		(41,270)		

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 2018/19 £	BUDGET 2019/20 £	PROJECTED OUTTURN 2019/20 £	DETAIL	ESTIMATE 2020/21 £
15,831	15,610	15,610	EXPENDITURE	
-	-	-	Employees	250
75,935	79,000	79,000	Premises	-
590	-	-	Supplies and Services	79,000
			Transport	-
92,356	94,610	94,610	TOTAL EXPENDITURE	79,250
(2,105)	-	-	INCOME	
			Fees and Charges	-
90,251	94,610	94,610	NET CONTROLLABLE EXPENDITURE	79,250
2,450	3,800	3,800	RECHARGES & CAPITAL CHARGES	
(92,703)	(98,390)	(98,390)	Support Services	3,460
-	-	-	Recharges	(82,490)
			Transfers to/from Reserves	-
(2)	20	20	NET EXPENDITURE (Including Recharges and Capital Charges)	220

ANALYSIS OF BUDGET VARIATIONS		
		COMMENTS
Base Budget 2019/20	20	
Employees	(15,360)	Anticipated restructure savings
Support Services	(340)	
Recharges	15,900	
Base Budget 2020/21	220	

ANALYSIS OF BUDGET VARIATIONS		
		COMMENTS
Base Budget 2019/20	20	
Outturn 2019/20 (P6 Forecast)	20	

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 vireo here as they occur during the year.		
SERVICE MANAGER		Head of Finance & IT		
BUDGET MANAGER		Head of Finance & IT		
ACTUAL	BUDGET	PROJECTED	DETAIL	ESTIMATE
2018/19	2019/20	OUTTURN		2020/21
£	£	2019/20		£
£	£	£		£
488,927	367,860	442,150	EXPENDITURE	
781	2,000	2,000	Employees	359,560
111,407	107,050	102,050	Premises	2,000
15,207	18,750	18,750	Supplies and Services	102,050
			Transport	20,340
616,323	495,660	564,950	TOTAL EXPENDITURE	483,950
(2,500)	-	-	INCOME	
(4,177)	-	-	Grants	-
			Fees and Charges	-
609,645	495,660	564,950	NET CONTROLLABLE EXPENDITURE	483,950
1,495,999	1,254,890	1,254,890	RECHARGES & CAPITAL CHARGES	
(845,069)	(959,890)	(959,890)	Support Services	1,282,510
			Recharges	(983,480)
1,260,575	790,660	859,950	NET EXPENDITURE (Including Recharges and Capital Charges)	782,980
ANALYSIS OF BUDGET VARIATIONS				
Base Budget 2019/20		790,660	COMMENTS	
Employees		(8,300)	Increase in corporate salary savings target	
Supplies and Services		(5,000)	Consultancy fee savings	
Transport		1,590		
Support Services		27,620		
Recharges		(23,590)		
Base Budget 2020/21		782,980		
ANALYSIS OF BUDGET VARIATIONS				
Base Budget 2019/20		790,660	COMMENTS	
Employees		74,290	Savings target in year adjustment	
Supplies and Services		(5,000)	Consultancy fee savings	
Outturn 2019/20 (P6 Forecast)		859,950		

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REVENUE BUDGET				
Human Resources and Customer Services				
ACTUAL	BUDGET	PROJECTED	DETAIL	ESTIMATE
2018/19	2019/20	OUTTURN		2020/2021
£	£	2019/20		£
		£		
5	(14,960)	(10,670)	Visitor & Call Centre	16,120
(15)	155,030	92,490	Human Resources	181,220
(10)	140,070	81,820	SERVICE EXPENDITURE	197,340

SUBJECTIVE ANALYSIS - 2020/21 ESTIMATE
Human Resources and Customer Services

	Visitor & Call Centre	Human Resources	Total
EXPENDITURE			
Employees	623,450	594,770	1,218,220
Premises	5,000	-	5,000
Supplies and Services	38,790	66,640	105,430
Transport	6,640	3,750	10,390
TOTAL EXPENDITURE	673,880	665,160	1,339,040
INCOME			
Grants	-	-	-
Fees & Charges	-	(48,000)	(48,000)
TOTAL INCOME	-	(48,000)	(48,000)
NET CONTROLLABLE EXPENDITURE	673,880	617,160	1,291,040
NON CONTROLLABLE ITEMS			
Support Services	184,360	115,550	299,910
Capital Charges	55,800	-	55,800
Recharges	(897,920)	(551,490)	(1,449,410)
Transfers to/from Reserves	-	-	-
TOTAL NON-CONTROLLABLE ITEMS	(657,760)	(435,940)	(1,093,700)
NET EXPENDITURE	16,120	181,220	197,340

REVENUE BUDGET				
SERVICE		Visitor & Call Centre		
SERVICE DESCRIPTION		The provision of the customer contact and call centres.		
SERVICE MANAGER		Head of HR and Customer Services		
BUDGET MANAGER		Customer Services Manager		
ACTUAL	BUDGET	PROJECTED	DETAIL	ESTIMATE
2018/19	2019/20	OUTTURN		2020/21
£	£	2019/20		£
£	£	£		£
567,019	595,530	616,010	EXPENDITURE	
657	-	5,000	Employees	623,450
38,175	50,790	50,790	Premises	5,000
7,839	7,450	7,450	Supplies and Services	38,790
			Transport	6,640
613,690	653,770	679,250	TOTAL EXPENDITURE	673,880
-	-	-	INCOME	
-	-	-	Grants	-
			Fees and Charges	-
613,690	653,770	679,250	NET CONTROLLABLE EXPENDITURE	673,880
146,647	200,830	200,830	RECHARGES & CAPITAL CHARGES	
57,112	21,300	21,300	Support Services	184,360
(817,443)	(874,860)	(874,860)	Capital Charges	55,800
-	(16,000)	(37,190)	Recharges	(897,920)
			Transfers to/from Reserves	-
5	(14,960)	(10,670)	NET EXPENDITURE (Including Recharges and Capital Charges)	16,120
ANALYSIS OF BUDGET VARIATIONS				
Base Budget 2019/20		(14,960)	COMMENTS	
Employees		27,920	NI/pension/increments/pay award	
Premises		5,000	Payment for room at Tenterden town hall for customer service appointments	
Supplies & Services		(12,000)	Various savings identified including reduction in subscriptions, uniforms and computer hardware	
Transport		(810)		
Support Services		(16,470)		
Capital Charges		34,500		
Recharges		(23,060)		
Transfers to/from Reserves		16,000		
Base Budget 2020/21		16,120		
ANALYSIS OF BUDGET VARIATIONS				
Base Budget 2019/20		(14,960)	COMMENTS	
Employees		20,480	Digital transformation costs	
Premises		5,000	Payment for room at Tenterden town hall for customer service appointments	
Transfers to/from Reserves		(21,190)	Funding for digital transformation costs	
Outturn 2019/20 (P6 Forecast)		(10,670)		

REVENUE BUDGET				
SERVICE		Human Resources		
SERVICE DESCRIPTION		The Personnel and Development team is responsible for personnel and training procedures, payroll, personnel policy and employee relations. These costs are recharged to services on a per head basis.		
SERVICE MANAGER		Head of HR & Customer Services		
BUDGET MANAGER		Head of HR & Customer Services		
ACTUAL	BUDGET	PROJECTED	DETAIL	ESTIMATE
2018/19	2019/20	OUTTURN		2020/21
£	£	2019/20		£
£	£	£		£
467,610	585,780	523,240	EXPENDITURE	
-	-	-	Employees	594,770
78,935	76,970	76,970	Premises	-
23,741	3,350	3,350	Supplies and Services	66,640
			Transport	3,750
570,286	666,100	603,560	TOTAL EXPENDITURE	665,160
-	-	-	INCOME	
(59,380)	(47,900)	(47,900)	Grants	-
			Fees and Charges	(48,000)
510,906	618,200	555,660	NET CONTROLLABLE EXPENDITURE	617,160
155,568	126,950	126,950	RECHARGES & CAPITAL CHARGES	
-	-	-	Support Services	115,550
(666,490)	(590,120)	(590,120)	Capital Charges	-
-	-	-	Recharges	(551,490)
			Transfers to/from Reserves	-
(15)	155,030	92,490	NET EXPENDITURE (Including Recharges and Capital Charges)	181,220
ANALYSIS OF BUDGET VARIATIONS				
Base Budget 2019/20		155,030	COMMENTS	
Employees		23,990	NI/pension/increments/pay award	
Employees		(15,000)	Savings on staff not in pension scheme	
Supplies and Services		(10,330)	Various savings identified including reduction in subscriptions	
Transport		400		
Income		(100)		
Support Services		(11,400)		
Recharges		38,630		
Base Budget 2020/21		181,220		
ANALYSIS OF BUDGET VARIATIONS				
Base Budget 2019/20		155,030	COMMENTS	
Employees		2,060		
Employees		(32,300)	Transfer of National Management Graduate trainee budget to Corporate Policy	
Employees		(32,300)	Transfer of National Management Graduate trainee budget to Project Office	
Outturn 2019/20 (P6 Forecast)		92,490		

REVENUE BUDGET				
Housing General Fund				
ACTUAL	BUDGET	PROJECTED	DETAIL	ESTIMATE
2018/19	2019/20	OUTTURN		2020/21
£	£	2019/20		£
£	£	£		£
793,760	746,240	1,012,970	Housing Options	609,520
(149,527)	(230)	-	Refugee Project	3,620
129,952	155,270	155,270	Private Sector Housing	144,600
68,028	81,980	81,980	Housing Strategy and Enabling	96,760
23,491	(9,090)	6,260	Gypsy Site - Chilmington	5,750
865,704	974,170	1,256,480	SERVICE EXPENDITURE	860,250

SUBJECTIVE ANALYSIS - 2020/21 ESTIMATE
Housing General Fund

	Housing Options	Refugee Project	Private Sector Housing	Housing Strategy and Enabling	Gypsy Site - Chilmington	Total
EXPENDITURE						
Employees	662,820	284,450	103,610	66,200	15,760	1,132,840
Premises	1,534,650	100,000	-	-	51,560	1,686,210
Supplies and Services	914,230	376,500	20,220	7,680	1,910	1,320,540
Transport	22,990	8,320	5,280	4,430	2,070	43,090
TOTAL EXPENDITURE	3,134,690	769,270	129,110	78,310	71,300	4,182,680
INCOME						
Grants	(439,510)	(765,650)	-	-	-	(1,205,160)
Fees & Charges	(2,402,700)	-	(20,500)	-	(79,840)	(2,503,040)
TOTAL INCOME	(2,842,210)	(765,650)	(20,500)	-	(79,840)	(3,708,200)
NET CONTROLLABLE EXPENDITURE	292,480	3,620	108,610	78,310	(8,540)	474,480
NON CONTROLLABLE ITEMS						
Support Services	304,020	-	35,990	18,450	6,640	365,100
Capital Charges	8,020	-	-	-	7,650	15,670
Recharges	-	-	-	-	-	-
Transfers to/from Reserves	5,000	-	-	-	-	5,000
TOTAL NON-CONTROLLABLE ITEMS	317,040	-	35,990	18,450	14,290	385,770
NET EXPENDITURE	609,520	3,620	144,600	96,760	5,750	860,250

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	BUDGET	PROJECTED	DETAIL	ESTIMATE
2018/19	2019/20	OUTTURN		2020/21
£	£	2019/20		£
£	£	£		£
603,344	617,340	617,340	EXPENDITURE	
1,309,089	1,216,180	1,216,180	Employees	662,820
1,369,551	916,700	1,339,130	Premises	1,534,650
27,108	22,140	22,140	Supplies and Services	914,230
			Transport	22,990
3,309,091	2,772,360	3,194,790	TOTAL EXPENDITURE	3,134,690
(469,636)	(337,510)	(337,510)	INCOME	
(2,273,376)	(1,963,500)	(2,119,200)	Grants	(439,510)
			Fees and Charges	(2,402,700)
566,079	471,350	738,080	NET CONTROLLABLE EXPENDITURE	292,480
219,825	261,890	261,890	RECHARGES & CAPITAL CHARGES	
8,018	8,000	8,000	Support Services	304,020
-	5,000	5,000	Capital Charges	8,020
			Transfers to/from Reserves	5,000
793,760	746,240	1,012,970	NET EXPENDITURE (Including Recharges and Capital Charges)	609,520
ANALYSIS OF BUDGET VARIATIONS				
Base Budget 2019/20		746,240	COMMENTS	
Employees		45,480	Pay Award/Increments/NI & Super	
Premises		318,470	Increased rents on ABC lettings	
Supplies and Services		(2,470)		
Transport		850		
Grants		(102,000)		
Fees and Charges		(328,670)	Increased rental income from ABC lettings properties	
Fees and Charges		(110,530)	Reduction in temporary Accommodation Income	
Support Services		42,130		
Capital Charges		20		
Base Budget 2020/21		609,520		
ANALYSIS OF BUDGET VARIATIONS				
Base Budget 2019/20		746,240	COMMENTS	
Supplies and Services		(1,570)		
Supplies and Services		(32,000)	Reduction in PSL Rent payments	
Supplies and Services		456,000	Increase in temporary accommodation costs	
Fees and Charges		48,800	Reduction in PSL Rental income	
Fees and Charges		(204,500)	Increased benefits income from temporary accommodation	
Outturn 2019/20 (P6 Forecast)		1,012,970		

REVENUE BUDGET				
SERVICE		Refugee Project		
SERVICE DESCRIPTION		The administration of the Syrian vulnerable person relocation scheme. This is funded by central government.		
SERVICE MANAGER		Head of Housing		
BUDGET MANAGER		Housing Operations Manager Income and Customers		
ACTUAL 2018/19 £	BUDGET 2019/20 £	PROJECTED OUTTURN 2019/20 £	DETAIL	ESTIMATE 2020/21 £
184,081	75,270	259,150	EXPENDITURE	
91,527	60,000	100,000	Employees	284,450
380,630	210,000	396,500	Premises	100,000
11,813	15,000	21,320	Supplies and Services	376,500
			Transport	8,320
668,051	360,270	776,970	TOTAL EXPENDITURE	769,270
(817,521)	(360,500)	(776,970)	INCOME	
(64)	-	-	Grants	(765,650)
			Fees and Charges	-
(149,534)	(230)	-	NET CONTROLLABLE EXPENDITURE	3,620
			RECHARGES & CAPITAL CHARGES	
(149,527)	(230)	-	NET EXPENDITURE (Including Recharges and Capital Charges)	3,620
ANALYSIS OF BUDGET VARIATIONS				
Base Budget 2019/20		(230)	COMMENTS	
Employees		9,830	Pay Award/Increments/NI & Super	
Employees		29,350	Refugee Resettlement Co-Ordinator - Employment and Integration post	
Employees		29,500	Refugee Resettlement Co-Ordinator - Family and Integration	
Employees		(9,500)	Reduction in Admin support	
Employees		150,000	For English/Workskills/Lifeskills training for up to 50 people	
Premises		40,000	Rent payments - due to introduction of universal credit and benefit cap	
Supplies and Services		(3,500)		
Supplies and Services		70,000	Increase in cost of interpreting services	
Supplies and Services		70,000	Funding school placements	
Supplies and Services		30,000	Grants for facilities	
Transport		(6,680)		
Grants		(405,150)	All refugee expenses are covered by grant from Central government	
Base Budget 2020/21		3,620		
ANALYSIS OF BUDGET VARIATIONS				
Base Budget 2019/20		(230)	COMMENTS	
Employees		33,880		
Employees		150,000	For English/Workskills/Lifeskills training for up to 50 people	
Premises		40,000	Rent payments - due to introduction of universal credit and benefit cap	
Supplies and Services		1,500		
Supplies and Services		70,000	Extra Cost of interpreting services	
Supplies and Services		70,000	Payments to schools from Govt Grant	
Supplies and Services		30,000	Grants for facilities	
Supplies and Services		15,000	psychological counselling services	
Transport		6,320	increase in cash alternative payments	
Grants		(416,470)	All above costs are covered by grant from Central government	
Outturn 2019/20 (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	BUDGET	PROJECTED	DETAIL	ESTIMATE
2018/19	2019/20	OUTTURN		2020/21
£	£	2019/20		£
£	£	£		£
97,498	99,180	99,180	EXPENDITURE	
618	-	-	Employees	103,610
12,238	16,500	16,500	Premises	-
7,434	5,830	5,830	Supplies and Services	20,220
			Transport	5,280
117,788	121,510	121,510	TOTAL EXPENDITURE	129,110
-	-	-	INCOME	
(23,527)	(20,500)	(20,500)	Grants	-
			Fees and Charges	(20,500)
94,261	101,010	101,010	NET CONTROLLABLE EXPENDITURE	108,610
35,691	54,260	54,260	RECHARGES & CAPITAL CHARGES	
			Support Services	35,990
129,952	155,270	155,270	NET EXPENDITURE (Including Recharges and Capital Charges)	144,600
ANALYSIS OF BUDGET VARIATIONS				
Base Budget 2019/20		155,270	COMMENTS	
Employees		4,430	Pay Award/Increments/NI & Super	
Supplies and Services		(1,280)		
Supplies and Services		5,000	Additional summons costs involved in dealing with encampments	
Transport		(550)		
Support Services		(18,270)		
Base Budget 2020/21		144,600		
ANALYSIS OF BUDGET VARIATIONS				
Base Budget 2019/20		155,270	COMMENTS	
Outturn 2019/20 (P6 Forecast)		155,270		

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	BUDGET	PROJECTED	DETAIL	ESTIMATE
2018/19	2019/20	OUTTURN		2020/21
£	£	£		£
83,463	52,720	52,720	EXPENDITURE	
1,650	2,680	2,680	Employees	66,200
4,783	4,430	4,430	Supplies and Services	7,680
			Transport	4,430
89,896	59,830	59,830	TOTAL EXPENDITURE	78,310
			INCOME	
-	-	-	Fees and Charges	-
89,896	59,830	59,830	NET CONTROLLABLE EXPENDITURE	78,310
			RECHARGES & CAPITAL CHARGES	
26,112	22,150	22,150	Support Services	18,450
(47,980)	-	-	Recharges	-
68,028	81,980	81,980	NET EXPENDITURE (Including Recharges and Capital Charges)	96,760
ANALYSIS OF BUDGET VARIATIONS				
Base Budget 2019/20		81,980	COMMENTS	
Employees		2,050	Pay Award/Increments/NI & Super	
Employees		11,430	Extra 30% Development partnership manager post salary moved from HRA	
Supplies and Services		5,000	increase in consultants fees to allow for growing development in the borough against the adopted local plan	
Support Services		(3,700)		
Base Budget 2020/21		96,760		
ANALYSIS OF BUDGET VARIATIONS				
Base Budget 2019/20		81,980	COMMENTS	
Outturn 2019/20 (P6 Forecast)		81,980		

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 2018/19 £	BUDGET 2019/20 £	PROJECTED OUTTURN 2019/20 £	DETAIL	ESTIMATE 2020/21 £
14,927	15,070	15,070	EXPENDITURE	
63,281	36,550	52,000	Employees	15,760
1,675	1,480	1,380	Premises	51,560
1,766	2,070	2,070	Supplies and Services	1,910
			Transport	2,070
81,650	55,170	70,520	TOTAL EXPENDITURE	71,300
			INCOME	
-	-	-	Grants	-
(73,865)	(78,300)	(78,300)	Fees and Charges	(79,840)
7,784	(23,130)	(7,780)	NET CONTROLLABLE EXPENDITURE	(8,540)
			RECHARGES & CAPITAL CHARGES	
8,052	6,340	6,340	Support Services	6,640
7,654	7,700	7,700	Capital Charges	7,650
23,491	(9,090)	6,260	NET EXPENDITURE (Including Recharges and Capital Charges)	5,750
ANALYSIS OF BUDGET VARIATIONS				
Base Budget 2019/20		(9,090)	COMMENTS	
Employees		690	Pay Award/Increments/NI & Super	
Premises		15,010	Increase in grounds maintenance based on last 2 years actuals	
Supplies and Services		430		
Fees and Charges		(1,540)		
Support Services		300		
Capital Charges		(50)		
Base Budget 2020/21		5,750		
ANALYSIS OF BUDGET VARIATIONS				
Base Budget 2019/20		(9,090)	COMMENTS	
Premises		15,450	Increase in fencing costs	
Other		(100)		
Outturn 2019/20 (P6 Forecast)		6,260		

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REVENUE BUDGET				
Community Safety and Wellbeing				
ACTUAL	BUDGET	PROJECTED	DETAIL	ESTIMATE
2018/19	2019/20	OUTTURN		2020/21
£	£	2019/20		£
£	£	£		£
(752,827)	(1,425,870)	(849,580)	Parking & Engineering	(897,360)
686,627	558,310	586,938	Environmental Health	632,350
548,848	574,860	630,465	Community Safety,AMC,Licencing	692,610
482,648	(292,700)	367,823	SERVICE EXPENDITURE	427,600

SUBJECTIVE ANALYSIS - 2020/21 ESTIMATE
Community Safety and Wellbeing

	Parking & Engineering	Environmental Health	Community Safety, AMC, Licencing	Total
EXPENDITURE				
Employees	622,400	931,530	644,810	2,198,740
Premises	547,080	21,860	14,090	583,030
Supplies and Services	386,810	72,480	215,470	674,760
Transport	61,940	37,240	19,360	118,540
TOTAL EXPENDITURE	1,618,230	1,063,110	893,730	3,575,070
INCOME				
Grants	-	-	(39,000)	(39,000)
Fees & Charges	(3,088,070)	(26,360)	(389,400)	(3,503,830)
TOTAL INCOME	(3,088,070)	(26,360)	(428,400)	(3,542,830)
NET CONTROLLABLE EXPENDITURE	(1,469,840)	1,036,750	465,330	32,240
NON CONTROLLABLE ITEMS				
Support Services	504,460	770,580	492,630	1,767,670
Capital Charges	18,020	-	36,270	54,290
Recharges	-	(1,174,980)	(301,620)	(1,476,600)
Transfers to/from Reserves	50,000	-	-	50,000
TOTAL NON-CONTROLLABLE ITEMS	572,480	(404,400)	227,280	395,360
NET EXPENDITURE	(897,360)	632,350	692,610	427,600

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		Community Safety and Wellbeing Manager		
ACTUAL	BUDGET	PROJECTED	DETAIL	ESTIMATE
2018/19	2019/20	OUTTURN		2020/21
£	£	2019/20		£
		£		
560,747	593,310	577,830	EXPENDITURE	
480,639	629,440	557,570	Employees	622,400
520,760	251,730	251,730	Premises	547,080
27,879	39,560	39,560	Supplies and Services	386,810
			Transport	61,940
1,590,026	1,514,040	1,426,690	TOTAL EXPENDITURE	1,618,230
-	-	-	INCOME	
(2,911,369)	(3,377,160)	(2,713,520)	Grants	-
			Fees and Charges	(3,088,070)
(1,321,343)	(1,863,120)	(1,286,830)	NET CONTROLLABLE EXPENDITURE	(1,469,840)
550,382	479,250	479,250	RECHARGES & CAPITAL CHARGES	
18,133	18,000	18,000	Support Services	504,460
-	-	-	Capital Charges	18,020
-	(60,000)	(60,000)	Recharges	-
			Transfers to/from Reserves	50,000
(752,827)	(1,425,870)	(849,580)	NET EXPENDITURE (Including Recharges and Capital Charges)	(897,360)
ANALYSIS OF BUDGET VARIATIONS				
Base Budget 2019/20		(1,425,870)	COMMENTS	
Employees		29,090	Pay award	
Premises		(82,360)	Reduction in business rates	
Supplies and Services		165,000	Off site billing for HGV clamping contract	
Supplies and Services		(29,920)	Various savings within department	
Grants		22,380	Rural transport scheme	
Fees and Charges		454,090	Decrease in parking income	
Fees and Charges		(165,000)	Anticipated income from HGV clamping	
Support Services		25,210		
Capital Charges		20		
Transfer to/from reserves		100,000	Reduction in contribution from economic resilience reserve used to support new development	
Transfer to/from reserves		10,000	Increase in contribution to reserve for parking machines upgrade	
Base Budget 2020/21		(897,360)		
ANALYSIS OF BUDGET VARIATIONS				
Base Budget 2019/20		(1,425,870)	COMMENTS	
Employees		(15,480)	Vacancy salary savings	
Premises		(71,870)	Reduction in business rates	
Fees and Charges		663,640	Decrease in parking income	
Outturn 2019/20 (P6 Forecast)		(849,580)		

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		Community Safety and Wellbeing Manager		
ACTUAL	BUDGET	PROJECTED	DETAIL	ESTIMATE
2018/19	2019/20	OUTTURN		2020/21
£	£	2019/20		£
		£		
930,271	904,450	904,850	EXPENDITURE	
8,878	20,700	21,150	Employees	931,530
63,374	69,450	73,239	Premises	21,860
41,562	41,470	41,370	Supplies and Services	72,480
			Transport	37,240
1,044,085	1,036,070	1,040,609	TOTAL EXPENDITURE	1,063,110
-	(37,000)	-	INCOME	
(35,752)	(17,400)	(30,311)	Grants	-
			Fees and Charges	(26,360)
1,008,333	981,670	1,010,298	NET CONTROLLABLE EXPENDITURE	1,036,750
746,418	759,010	759,010	RECHARGES & CAPITAL CHARGES	
-	-	-	Support Services	770,580
(1,068,124)	(1,182,370)	(1,182,370)	Capital Charges	-
-	-	-	Recharges	(1,174,980)
			Transfers to/from Reserves	-
686,627	558,310	586,938	NET EXPENDITURE (Including Recharges and Capital Charges)	632,350
ANALYSIS OF BUDGET VARIATIONS				
Base Budget 2019/20		558,310	COMMENTS	
Employees		107,120	Environmental Health and Administrative Officer post plus pay awards	
Employees		(80,040)	Removal of Deputy Head of Community Safety and Wellbeing post	
Premises		1,160		
Supplies and Services		3,030		
Transport		(4,230)		
Fees and Charges		(8,960)	Animal Welfare - Vet costs are recharged to owner	
Grants		37,000	One You income target removed	
Support Services		11,570		
Recharges		7,390		
Base Budget 2020/21		632,350		
ANALYSIS OF BUDGET VARIATIONS				
Base Budget 2019/20		558,310	COMMENTS	
Employees		400		
Premises		450		
Supplies and Services		3,789		
Transport		(100)		
Grants		37,000	One You income target removed	
Fees and Charges		(12,911)	Animal Welfare - Vet costs are recharged to owner	
Outturn 2019/20 (P6 Forecast)		586,938		
NOTES				
The One You income target has been removed. The shop is jointly funded with KCC Public Health and Kent Community Health Foundation Trust. Work continues to seek additional revenue streams.				

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		Community Safety and Wellbeing Manager		
ACTUAL	BUDGET	PROJECTED	DETAIL	ESTIMATE
2018/19	2019/20	OUTTURN		2020/21
£	£	2019/20		£
		£		
589,751	603,280	659,150	EXPENDITURE	
13,526	13,550	21,100	Employees	644,810
210,337	195,840	195,275	Premises	14,090
17,613	17,900	18,400	Supplies and Services	215,470
			Transport	19,360
831,227	830,570	893,925	TOTAL EXPENDITURE	893,730
(47,889)	(38,500)	(45,500)	INCOME	
(380,264)	(421,000)	(399,750)	Grants	(39,000)
			Fees and Charges	(389,400)
403,074	371,070	448,675	NET CONTROLLABLE EXPENDITURE	465,330
565,615	493,700	493,700	RECHARGES & CAPITAL CHARGES	
5,800	5,800	5,800	Support Services	492,630
(425,641)	(295,710)	(295,710)	Capital Charges	36,270
-	-	(22,000)	Recharges	(301,620)
			Transfers to/from Reserves	-
548,848	574,860	630,465	NET EXPENDITURE (Including Recharges and Capital Charges)	692,610
ANALYSIS OF BUDGET VARIATIONS				
Base Budget 2019/20		574,860	COMMENTS	
Employees		41,530	Anti-Social Behaviour Officer half post plus pay award	
Premises		540		
Supplies and Services		17,000	Contribution to KCC to aid domestic abuse issues	
Supplies and Services		2,630		
Transport		1,460		
Grants		(500)		
Fees and Charges		31,600	Reduction in anticipated CCTV income and expiry of current contracts	
Support Services		(1,070)		
Capital Charges		30,470		
Recharges		(5,910)		
Base Budget 2020/21		692,610		
ANALYSIS OF BUDGET VARIATIONS				
Base Budget 2019/20		574,860	COMMENTS	
Employees		55,870	Increase in staffing cost due to long term absence	
Premises		7,550	New camera and installation costs	
Supplies and Services		(565)		
Transport		500		
Grants		(7,000)	New camera paid for by KCC	
Fees and Charges		21,250	Reduction in CCTV income	
Transfers to/from Reserves		(22,000)	Contribution from reserves to support increase in employee costs	
Outturn 2019/20 (P6 Forecast)		630,465		
NOTES				
The other half of the Anti Social Behaviour post is being funded from the Housing Revenue Account				

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REVENUE BUDGET				
Environment and Land Management				
ACTUAL	ESTIMATE	PROJECTED	DETAIL	ESTIMATE
2018/19	2019/20	OUTTURN		2020/21
£	£	2019/20		£
£	£	£		£
247,081	340,880	343,500	Street Scene	341,830
3,162,410	3,280,420	3,252,130	Refuse, Recycling and Street Cleansing	3,421,280
1,525,887	1,633,540	1,629,667	Grounds Maintenance	1,742,160
4,935,379	5,254,840	5,225,297	SERVICE EXPENDITURE	5,505,270

SUBJECTIVE ANALYSIS - 2020/21 ESTIMATE
Environment and Land Management

	Street Scene	Refuse, Recycling and Street Cleansing	Grounds Maintenance	Total
EXPENDITURE				
Employees	462,280	-	1,105,600	1,567,880
Premises	85,330	30,000	339,650	454,980
Supplies and Services	76,020	4,009,270	178,180	4,263,470
Transport	21,420	-	187,400	208,820
TOTAL EXPENDITURE	645,050	4,039,270	1,810,830	6,495,150
INCOME				
Grants	-	(272,000)	-	(272,000)
Fees & Charges	(128,000)	(685,000)	(343,690)	(1,156,690)
TOTAL INCOME	(128,000)	(957,000)	(343,690)	(1,428,690)
NET CONTROLLABLE EXPENDITURE	517,050	3,082,270	1,467,140	5,066,460
NON CONTROLLABLE ITEMS				
Support Services	544,340	549,640	242,540	1,336,520
Capital Charges	9,120	-	92,480	101,600
Recharges	(728,680)	(160,300)	(180,000)	(1,068,980)
Transfers to/from Reserves	-	(50,330)	120,000	69,670
TOTAL NON-CONTROLLABLE ITEMS	(175,220)	339,010	275,020	438,810
NET EXPENDITURE	341,830	3,421,280	1,742,160	5,505,270

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 2018/19 £	BUDGET 2019/20	PROJECTED OUTTURN 2019/20 £	DETAIL	ESTIMATE 2020/21 £
427,276	434,540	435,640	EXPENDITURE	
75,904	75,640	94,660	Employees	462,280
68,988	101,060	85,560	Premises	85,330
21,119	21,370	21,370	Supplies and Services	76,020
			Transport	21,420
593,286	632,610	637,230	TOTAL EXPENDITURE	645,050
-	-	-	INCOME	
(158,977)	(122,500)	(124,500)	Grants	-
			Fees and Charges	(128,000)
434,310	510,110	512,730	NET CONTROLLABLE EXPENDITURE	517,050
475,670	515,060	515,060	RECHARGES & CAPITAL CHARGES	
9,113	9,100	9,100	Support Services	544,340
(672,011)	(693,390)	(693,390)	Capital Charges	9,120
-	-	-	Recharges	(728,680)
			Transfers to/from Reserves	-
247,081	340,880	343,500	NET EXPENDITURE (Including Recharges and Capital Charges)	341,830
ANALYSIS OF BUDGET VARIATIONS				
Base Budget 2019/20		340,880	COMMENTS	
Employees		27,740	Regrading and pay awards	
Premises		17,690	Cleaning contract budget moved from supplies and services	
Premises		(5,000)	Budget moved to Grounds Maintenance budget page	
Premises		(3,000)	Reduction in unscheduled works	
Supplies and Services		(17,040)	Cleaning contract budget moved to premises	
Supplies and Services		(10,000)	Savings in kennel and vet fees	
Supplies and Services		2,000	Increase public health burial costs	
Transport		50		
Fees and Charges		(5,500)	Increase in cemeteries income	
Support Services		29,280		
Capital Charges		20		
Recharges		(35,290)		
Base Budget 2020/21		341,830		
ANALYSIS OF BUDGET VARIATIONS				
Base Budget 2019/20		340,880	COMMENTS	
Employees		1,100		
Premises		17,000	Cleaning contract budget moved from supplies and services	
Premises		2,020	Increase in utilities and business rates	
Supplies and Services		(17,000)	Cleaning contract budget moved to premises	
Supplies and Services		1,500		
Fees and Charges		(2,000)		
Outturn 2019/20 (P6 Forecast)		343,500		

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	BUDGET	PROJECTED	DETAIL	ESTIMATE
2018/19	2019/20	2019/20		2020/21
£	£	£		£
			EXPENDITURE	
18,425	-	3,100	Employees	-
65,804	49,600	39,500	Premises	30,000
3,678,115	3,858,380	3,833,990	Supplies and Services	4,009,270
235	-	-	Transport	-
3,762,579	3,907,980	3,876,590	TOTAL EXPENDITURE	4,039,270
			INCOME	
(272,000)	(272,000)	(272,000)	Grants	(272,000)
(792,721)	(682,690)	(670,000)	Fees and Charges	(685,000)
2,697,858	2,953,290	2,934,590	NET CONTROLLABLE EXPENDITURE	3,082,270
			RECHARGES & CAPITAL CHARGES	
535,142	540,990	540,990	Support Services	549,640
-	-	-	Capital Charges	-
(70,590)	(157,620)	(157,620)	Recharges	(160,300)
-	(56,240)	(65,830)	Transfers to/from Reserves	(50,330)
3,162,410	3,280,420	3,252,130	NET EXPENDITURE (Including Recharges and Capital Charges)	3,421,280
ANALYSIS OF BUDGET VARIATIONS				
Base Budget 2019/20		3,280,420	COMMENTS	
Premises		(10,000)	Reduction in unscheduled works	
Premises		(5,500)	Savings in utilities	
Premises		(4,100)		
Supplies and Services		198,390	Increase in waste contract	
Supplies and Services		(33,000)	Litter enforcement contract terminated	
Supplies and Services		(10,000)	Reduction in bin replacement programme costs	
Supplies and Services		(4,500)	Reduction in printing and advertising costs	
Fees and Charges		(42,000)	Increase in garden waste income	
Fees and Charges		39,690	Litter enforcement income removed	
Support Services		8,650		
Recharges		(2,680)		
Transfers to/from Reserves		10,000	Reduction in bin replacement funding	
Transfers to/from Reserves		(4,090)	Balance of enforcement contract removed	
Base Budget 2020/21		3,421,280		
ANALYSIS OF BUDGET VARIATIONS				
Base Budget 2019/20		3,280,420	COMMENTS	
Employees		3,100	Employee training	
Premises		(10,100)	Reduction in unscheduled works and utility costs	
Supplies and Services		8,610		
Supplies and Services		(33,000)	Litter enforcement contract terminated	
Fees and Charges		39,690	Enforcement income removed	
Fees and Charges		(27,000)	Increase in garden waste income	
Transfers to/from Reserves		(9,590)		
Outturn 2019/20 (P6 Forecast)		3,252,130		

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	BUDGET	PROJECTED	DETAIL	ESTIMATE
2018/19	2019/20	2019/20		2020/21
£	£	£		£
885,853	1,076,450	1,033,620	EXPENDITURE	
407,136	342,100	387,960	Employees	1,105,600
212,756	199,830	269,940	Premises	339,650
161,126	194,170	189,270	Supplies and Services	178,180
			Transport	187,400
1,666,872	1,812,550	1,880,790	TOTAL EXPENDITURE	1,810,830
-	-	-	INCOME	
(230,098)	(378,000)	(400,113)	Grants	-
			Fees and Charges	(343,690)
1,436,774	1,434,550	1,480,677	NET CONTROLLABLE EXPENDITURE	1,467,140
248,584	189,690	189,690	RECHARGES & CAPITAL CHARGES	
89,365	89,300	89,300	Support Services	242,540
(248,836)	(180,000)	(200,000)	Capital Charges	92,480
-	100,000	70,000	Recharges	(180,000)
			Transfers to/from Reserves	120,000
1,525,887	1,633,540	1,629,667	NET EXPENDITURE (Including Recharges and Capital Charges)	1,742,160
ANALYSIS OF BUDGET VARIATIONS				
Base Budget 2019/20	1,633,540		COMMENTS	
Employees	29,150		Pay awards	
Premises	(2,450)			
Supplies and Services	(13,000)		Reduction in external grants and contributions	
Supplies and Services	9,000		Increase in security costs at Tenterden Cemetry	
Supplies and Services	(9,150)		General savings across service	
Supplies and Services	(8,500)		Reduction in equipment costs	
Transport	(6,770)		Saving on fuel and vehicle maintenance	
Fees and Charges	54,310		Reduction in commuted sums funding	
Fees and Charges	(20,000)		Increase in commercial income	
Support Services	52,850			
Capital Charges	3,180			
Transfers to/from Reserves	20,000		Commercial income moved to reserves	
Base Budget 2020/21	1,742,160			
ANALYSIS OF BUDGET VARIATIONS				
Base Budget 2019/20	1,633,540		COMMENTS	
Employees	(42,830)		Savings due to vacancies	
Premises	15,260		Increase in business rates for new unit	
Premises	15,000		Increase in trees and hedges work	
Premises	10,000		Unscheduled works	
Premises	5,600			
Supplies and Services	20,110		Purchase of new chipper	
Supplies and Services	50,000		Contribution to KCC for adding maintenance bays to roundabouts	
Transport	(4,900)		Savings on fuel	
Fees and Charges	(22,113)		Increase in commercial income	
Recharges	(20,000)			
Transfers to/from Reserves	(50,000)		To fund the contribution to KCC for adding maintenance bays to roundabouts	
Transfers to/from Reserves	20,000		Commercial income moved to reserves	
Outturn 2019/20 (P6 Forecast)	1,629,667			

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REVENUE BUDGET				
Corporate Property and Projects				
ACTUAL	BUDGET	PROJECTED	DETAIL	ESTIMATE
2018/19	2019/20	OUTTURN		2020/21
£	£	2019/20		£
£	£	£		£
(494,152)	(2,310,060)	(1,637,507)	Corporate Property	(1,850,850)
3,042	19,660	6,111	Project Delivery Team	17,880
4,987	(10,070)	(9,770)	Facilities Management	2,820
(486,124)	(2,300,470)	(1,641,166)	SERVICE EXPENDITURE	(1,830,150)

SUBJECTIVE ANALYSIS - 2020/21 ESTIMATE
Corporate Property and Projects

	Corporate Property	Project Delivery Team	Facilities Management	Total
EXPENDITURE				
Employees	862,890	569,480	109,850	1,542,220
Premises	2,619,810	-	597,030	3,216,840
Supplies and Services	245,850	3,300	88,000	337,150
Transport	27,120	32,060	2,140	61,320
TOTAL EXPENDITURE	3,755,670	604,840	797,020	5,157,530
INCOME				
Grants	-	-	-	-
Fees & Charges	(5,270,130)	-	(167,000)	(5,437,130)
TOTAL INCOME	(5,270,130)	-	(167,000)	(5,437,130)
NET CONTROLLABLE EXPENDITURE	(1,514,460)	604,840	630,020	(279,600)
NON CONTROLLABLE ITEMS				
Support Services	643,550	82,550	145,460	871,560
Capital Charges	662,950	-	104,800	767,750
Recharges	(1,642,890)	(669,510)	(877,460)	(3,189,860)
Transfers to/from Reserves	-	-	-	-
TOTAL NON-CONTROLLABLE ITEMS	(336,390)	(586,960)	(627,200)	(1,550,550)
NET EXPENDITURE	(1,850,850)	17,880	2,820	(1,830,150)

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		Deputy Head of Corporate Property and Projects		
ACTUAL	BUDGET	PROJECTED	DETAIL	ESTIMATE
2018/19	2019/20	OUTTURN		2020/21
£	£	2019/20		£
		£		
598,334	706,040	670,495	EXPENDITURE	
2,346,582	2,589,260	2,695,624	Employees	862,890
394,302	189,830	338,039	Premises	2,619,810
24,202	24,280	24,930	Supplies and Services	245,850
			Transport	27,120
3,363,421	3,509,410	3,729,088	TOTAL EXPENDITURE	3,755,670
-	-	-	INCOME	
2,950	-	-	Grants	-
(3,652,435)	(5,372,290)	(4,836,415)	Fees and Charges	(5,270,130)
(286,064)	(1,862,880)	(1,107,327)	NET CONTROLLABLE EXPENDITURE	(1,514,460)
622,653	687,660	687,660	RECHARGES & CAPITAL CHARGES	
623,917	504,400	504,400	Support Services	643,550
(1,454,659)	(1,470,240)	(1,470,240)	Capital Charges	662,950
-	(169,000)	(252,000)	Recharges	(1,642,890)
			Transfers to/from Reserves	-
(494,152)	(2,310,060)	(1,637,507)	NET EXPENDITURE (Including Recharges and Capital Charges)	(1,850,850)
ANALYSIS OF BUDGET VARIATIONS				
Base Budget 2019/20		(2,310,060)	COMMENTS	
Employees - Restructure		125,850	2 New posts - Building Maintenance and Energy Officer and Estate and Facilities Manager and the Asset Surveyor post transferred from The Project Office plus pay awards	
Employees - Other		31,000	Increase in hours for Property Building Services Manager, regrading of existing posts and annual increases	
Premises		30,550	Increase in business rates liabilities and service charges for Commercial Properties	
Supplies and Services		76,020	Feasibility works for major projects and increase in marketing and advertising for Elwick Place	
Transport		(20,000)	Saving on external valuations as from now will be done internally	
Fees and Charges		2,840	Increase in car allowances due to restructure	
Support Services		102,160	Reduction in Commercial Property income	
Capital Charges		(44,110)		
Recharges		158,550		
Transfers to/from Reserves		(172,650)		
		169,000	Contribution from Economic Resilience Reserve to support new developments removed	
Base Budget 2020/21		(1,850,850)		
ANALYSIS OF BUDGET VARIATIONS				
Base Budget 2019/20		(2,310,060)	COMMENTS	
Employees		(35,545)	Vacancy saving	
Premises		106,364	Joe Fagg demolition and increase in general building and plant maintenance	
Supplies and Services		148,209	Increase in consultancy fees, computer software and hardware and in security at the Stour Centre	
Transport		650		
Fees and Charges		535,875	Reduction in Commercial Property income	
Transfers to/from Reserves		(83,000)	Contribution from Repairs and Renewals Reserve to support increase in premises costs	
Outturn 2019/20 (P6 Forecast)		(1,637,507)		

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	BUDGET	PROJECTED	DETAIL	ESTIMATE
2018/19	2019/20	OUTTURN		2020/21
£	£	2019/20		£
		£		
503,206	528,030	504,703	EXPENDITURE	
-	-	-	Employees	569,480
16,876	8,250	18,028	Premises	-
25,150	25,960	25,960	Supplies and Services	3,300
			Transport	32,060
545,232	562,240	548,691	TOTAL EXPENDITURE	604,840
			INCOME	
-	-	-	Grants	-
(239)	-	-	Fees and Charges	-
544,992	562,240	548,691	NET CONTROLLABLE EXPENDITURE	604,840
			RECHARGES & CAPITAL CHARGES	
50,458	87,370	87,370	Support Services	82,550
-	-	-	Capital Charges	-
(592,409)	(629,950)	(629,950)	Recharges	(669,510)
-	-	-	Transfers to/from Reserves	-
3,042	19,660	6,111	NET EXPENDITURE (Including Recharges and Capital Charges)	17,880
ANALYSIS OF BUDGET VARIATIONS				
Base Budget 2019/20		19,660	COMMENTS	
Employees		75,450	New Development Surveyor post, upgrades of existing posts plus pay awards	
Employees		(34,000)	Asset surveyor post moved to Corporate Property	
Supplies and Services		(4,950)	Reduction in software costs	
Transport		6,100	Increase in car allowances	
Support Services		(4,820)		
Recharges		(39,560)		
Base Budget 2020/21		17,880		
ANALYSIS OF BUDGET VARIATIONS				
Base Budget 2019/20		19,660	COMMENTS	
Employees		(23,327)	Saving from vacant Project Delivery Engineer post	
Supplies and Services		9,778	General increases in telephone, computer hardware, consultant and subscription costs	
Outturn 2019/20 (P6 Forecast)		6,111		

REVENUE BUDGET				
SERVICE		Facilities Management		
SERVICE DESCRIPTION		Management of Council's Office Accommodation		
SERVICE MANAGER		Head of Corporate Property and Projects		
BUDGET MANAGER		Deputy Head of Corporate Property and Projects		
ACTUAL	BUDGET	PROJECTED	DETAIL	ESTIMATE
2018/19	2019/20	OUTTURN		2020/21
£	£	£		£
156,339	170,400	170,700	EXPENDITURE	
694,681	609,970	609,970	Employees	109,850
137,488	94,790	94,790	Premises	597,030
2,758	2,670	2,670	Supplies and Services	88,000
			Transport	2,140
991,266	877,830	878,130	TOTAL EXPENDITURE	797,020
-	-	-	INCOME	-
-	-	-	Grants	-
(168,536)	(167,000)	(167,000)	Fees and Charges	(167,000)
822,730	710,830	711,130	NET CONTROLLABLE EXPENDITURE	630,020
-	-	-	RECHARGES & CAPITAL CHARGES	-
170,735	126,210	126,210	Support Services	145,460
119,455	119,500	119,500	Capital Charges	104,800
(1,107,934)	(966,610)	(966,610)	Recharges	(877,460)
-	-	-	Transfers to/from Reserves	-
4,987	(10,070)	(9,770)	NET EXPENDITURE (Including Recharges and Capital Charges)	2,820
ANALYSIS OF BUDGET VARIATIONS				
Base Budget 2019/20		(10,070)	COMMENTS	
Employees		(60,550)	Reduction in Management costs following restructure	
Premises		(12,940)	Reduction in general building maintenance costs	
Supplies and Services		(6,790)	Reduction in postage costs	
Transport		(530)	Reduction in car allowances	
Support Services		19,250		
Capital Charges		(14,700)		
Recharges		89,150		
Base Budget 2020/21		2,820		
ANALYSIS OF BUDGET VARIATIONS				
Base Budget 2019/20		(10,070)	COMMENTS	
Employees		300		
Outturn 2019/20 (P6 Forecast)		(9,770)		
NOTES				
The Facilities Team will move to Corporate Property & Projects with effect from 1st April 2020 having previously been under Housing Services				

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REVENUE BUDGET				
Culture				
ACTUAL	BUDGET	PROJECTED	DETAIL	ESTIMATE
2018/19	2019/20	OUTTURN		2020/21
£	£	2019/20		£
£	£	£		£
276,724	270,620	277,520	Open Spaces and Conservation	295,090
353,831	389,310	380,860	Cultural Services Management	318,750
218,262	242,680	237,710	Tourism & Heritage	220,810
775,489	547,490	551,030	Cultural Projects	570,600
1,827,587	1,398,380	1,516,450	Leisure Centres	1,490,220
346,728	446,760	446,760	Single Grants Gateway	446,760
3,798,621	3,295,240	3,410,330	SERVICE EXPENDITURE	3,342,230

SUBJECTIVE ANALYSIS - 2020/21 ESTIMATE							
Culture							
	Open Spaces and Conservation	Cultural Services Management	Tourism & Heritage	Cultural Projects	Leisure Centres	Single Grants Gateway	Total
EXPENDITURE							
Employees	163,200	84,100	149,370	392,960	-	-	789,630
Premises	20,690	-	-	51,930	271,250	-	343,870
Supplies and Services	60,040	2,710	24,750	145,800	18,290	468,900	720,490
Transport	8,280	4,070	3,050	12,300	-	-	27,700
TOTAL EXPENDITURE	252,210	90,880	177,170	602,990	289,540	468,900	1,881,690
INCOME							
Grants	-	-	-	(127,110)	-	(22,140)	(149,250)
Fees & Charges	(2,500)	-	(5,400)	(91,290)	(67,730)	-	(166,920)
TOTAL INCOME	(2,500)	-	(5,400)	(218,400)	(67,730)	(22,140)	(316,170)
NET CONTROLLABLE EXPENDITURE	249,710	90,880	171,770	384,590	221,810	446,760	1,565,520
NON CONTROLLABLE ITEMS							
Support Services	44,040	109,400	40,740	166,450	386,140	-	746,770
Capital Charges	1,340	118,470	4,400	15,390	810,170	-	949,770
Recharges	-	-	-	-	-	-	-
Transfers to/from Reserves	-	-	3,900	4,170	72,100	-	80,170
TOTAL NON-CONTROLLABLE ITEMS	45,380	227,870	49,040	186,010	1,268,410	-	1,776,710
NET EXPENDITURE	295,090	318,750	220,810	570,600	1,490,220	446,760	3,342,230

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 2018/19 £	BUDGET 2019/20 £	PROJECTED OUTTURN 2019/20 £	DETAIL	ESTIMATE 2020/21 £
150,620	153,550	154,450	EXPENDITURE	
43,801	22,590	31,790	Employees	163,200
53,410	58,980	59,210	Premises	20,690
8,602	8,280	8,780	Supplies and Services	60,040
			Transport	8,280
256,432	243,400	254,230	TOTAL EXPENDITURE	252,210
-	-	(2,700)	INCOME	
(2,500)	(2,500)	(2,500)	Grants	-
			Fees and Charges	(2,500)
253,932	240,900	249,030	NET CONTROLLABLE EXPENDITURE	249,710
21,453	28,420	28,420	RECHARGES & CAPITAL CHARGES	
1,339	1,300	1,300	Support Services	44,040
-	-	-	Capital Charges	1,340
-	-	(1,230)	Recharges	-
			Transfers to/from Reserves	-
276,724	270,620	277,520	NET EXPENDITURE (Including Recharges and Capital Charges)	295,090
ANALYSIS OF BUDGET VARIATIONS				
Base Budget 2019/20		270,620	COMMENTS	
Employees		9,650	Pay award	
Premises		(1,900)	Reduction in utilities	
Supplies and Services		1,060		
Support Services		15,620		
Capital Charges		40		
Base Budget 2020/21		295,090		
ANALYSIS OF BUDGET VARIATIONS				
Base Budget 2019/20		270,620	COMMENTS	
Employees		900		
Premises		9,200	Increase in maintenance costs at Conningbrook	
Supplies and Services		230		
Transport		500		
Grants		(2,700)		
Transfers to/from Reserves		(1,230)		
Outturn 2019/20 (P6 Forecast)		277,520		

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	BUDGET	PROJECTED	DETAIL	ESTIMATE
2018/19	2019/20	OUTTURN		2020/21
£	£	2019/20		£
		£		
127,804	136,690	128,240	EXPENDITURE	
1,770	-	-	Employees	84,100
27,997	5,680	5,680	Premises	-
5,318	4,880	4,880	Supplies and Services	2,710
			Transport	4,070
162,888	147,250	138,800	TOTAL EXPENDITURE	90,880
			INCOME	
-	-	-	Grants	-
-	-	-	Fees and Charges	-
162,888	147,250	138,800	NET CONTROLLABLE EXPENDITURE	90,880
			RECHARGES & CAPITAL CHARGES	
102,887	126,060	126,060	Support Services	109,400
116,040	116,000	116,000	Capital Charges	118,470
(27,984)	-	-	Recharges	-
-	-	-	Transfers to/from Reserves	-
353,831	389,310	380,860	NET EXPENDITURE (Including Recharges and Capital Charges)	318,750
ANALYSIS OF BUDGET VARIATIONS				
Base Budget 2019/20		389,310	COMMENTS	
Employees		(23,590)	Removal of Culture Support Officer post	
Employees		(29,000)	Savings target to be confirmed	
Supplies and Services		(2,970)		
Transport		(810)		
Support Services		(16,660)		
Capital Charges		2,470		
Base Budget 2020/21		318,750		
ANALYSIS OF BUDGET VARIATIONS				
Base Budget 2019/20		389,310	COMMENTS	
Employees		(8,450)	Salary savings due removal of Culture Support Officer post	
Outturn 2019/20 (P6 Forecast)		380,860		

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 2018/19 £	BUDGET 2019/20 £	PROJECTED OUTTURN 2019/20 £	DETAIL	ESTIMATE 2020/21 £
141,497	142,190	139,300	EXPENDITURE	
4,666	-	-	Employees	149,370
43,275	24,340	24,590	Premises	-
1,567	3,860	1,530	Supplies and Services	24,750
			Transport	3,050
191,004	170,390	165,420	TOTAL EXPENDITURE	177,170
-	-	(10,000)	INCOME	-
(21,999)	(5,900)	(5,900)	Grants	(5,400)
			Fees and Charges	
169,006	164,490	149,520	NET CONTROLLABLE EXPENDITURE	171,770
39,704	69,150	69,150	RECHARGES & CAPITAL CHARGES	
4,395	4,400	4,400	Support Services	40,740
-	-	-	Capital Charges	4,400
5,157	4,640	14,640	Recharges	-
			Transfers to/from Reserves	3,900
218,262	242,680	237,710	NET EXPENDITURE (Including Recharges and Capital Charges)	220,810
ANALYSIS OF BUDGET VARIATIONS				
Base Budget 2019/20		242,680	COMMENTS	
Employees		7,180	Pay award	
Supplies and Services		410		
Transport		(810)		
Fees and Charges		500		
Support Services		(28,410)		
Transfers to/from Reserves		(740)		
Base Budget 2020/21		220,810		
ANALYSIS OF BUDGET VARIATIONS				
Base Budget 2019/20		242,680	COMMENTS	
Employees		(2,890)		
Supplies and Services		250		
Transport		(2,330)		
Grants		(10,000)	Additional income from Fields of Battle Land of Peace Exhibition	
Transfers to/from Reserves		10,000	Income from Fields of Battle Land of Peace exhibition moved to reserve	
Outturn 2019/20 (P6 Forecast)		237,710		

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	BUDGET	PROJECTED	DETAIL	ESTIMATE
2018/19	2019/20	OUTTURN		2020/21
£	£	2019/20		£
		£		
252,836	285,640	286,100	EXPENDITURE	
27,457	2,620	51,360	Employees	392,960
688,968	150,150	193,770	Premises	51,930
20,984	13,660	13,660	Supplies and Services	145,800
			Transport	12,300
990,245	452,070	544,890	TOTAL EXPENDITURE	602,990
			INCOME	
(310,990)	(20,000)	(35,550)	Grants	(127,110)
(111,413)	(97,210)	(144,520)	Fees and Charges	(91,290)
567,842	334,860	364,820	NET CONTROLLABLE EXPENDITURE	384,590
			RECHARGES & CAPITAL CHARGES	
247,709	191,860	191,860	Support Services	166,450
22,194	22,200	22,200	Capital Charges	15,390
(62,256)	-	-	Recharges	-
-	(1,430)	(27,850)	Transfers to/from Reserves	4,170
775,489	547,490	551,030	NET EXPENDITURE (Including Recharges and Capital Charges)	570,600
ANALYSIS OF BUDGET VARIATIONS				
Base Budget 2019/20		547,490	COMMENTS	
Employees		107,320	2.5 FTE posts being funded by Heritage Lottery Fund and pay awards	
Premises		49,310	Facilities management and maintenance costs	
Supplies and Services		(4,350)		
Transport		(1,360)		
Grants		(95,110)	Funding from Heritage Lottery Fund for new employee posts	
Grants		(12,000)	Contribution towards maintenance costs at Pitchside & Courtside	
Fees and Charges		41,920	Rental income moved to accountancy	
Fees and Charges		(31,000)	Facility hire income from Pitchside & Courtside	
Fees and Charges		(5,000)		
Support Services		(25,410)		
Capital Charges		(6,810)		
Transfers to/from Reserves		5,600		
Base Budget 2020/21		570,600		
ANALYSIS OF BUDGET VARIATIONS				
Base Budget 2019/20		547,490	COMMENTS	
Employees		460		
Premises		48,740	Facilities management and maintenance costs at Pitchside & Courtside	
Supplies and Services		20,000	Cost of Create Platform to be funded from reserves	
Supplies and Services		17,100	Additional cost of Create Festival	
Supplies and Services		6,520		
Grants		(11,910)	Contribution towards maintenance cost at Pitchside & Courtside	
Grants		(10,800)	Additional income for Create Festival from Arts Council	
Grants		7,160	Create sponsorship not received	
Fees and Charges		(47,310)	Facility hire income at Pitchside & Courtside and Spearpoint Pavilion	
Transfers to/from Reserves		(20,000)	To fund Create Platform expenditure	
Transfers to/from Reserves		(6,420)		
Outturn 2019/20 (P6 Forecast)		551,030		
NOTES				
The management and maintenance of Pitchside & Courtside came back in house from 1 June 2019. The 2.5 FTE posts are due to the redevelopment of Victoria Park which is being funded by the Heritage Lottery Fund.				

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	BUDGET	PROJECTED	DETAIL	ESTIMATE
2018/19	2019/20	OUTTURN		2020/21
£	£	2019/20		£
		£		
-	-	-	EXPENDITURE	-
494,202	269,920	349,730	Employees	-
82,240	22,840	70,370	Premises	271,250
-	-	-	Supplies and Services	18,290
-	-	-	Transport	-
576,442	292,760	420,100	TOTAL EXPENDITURE	289,540
-	-	-	INCOME	-
(10,767)	(66,400)	(66,400)	Grants	-
			Fees and Charges	(67,730)
565,675	226,360	353,700	NET CONTROLLABLE EXPENDITURE	221,810
448,429	291,120	291,120	RECHARGES & CAPITAL CHARGES	386,140
813,482	813,500	813,500	Support Services	810,170
-	-	-	Capital Charges	-
-	67,400	58,130	Recharges	-
			Transfers to/from Reserves	72,100
1,827,587	1,398,380	1,516,450	NET EXPENDITURE (Including Recharges and Capital Charges)	1,490,220
ANALYSIS OF BUDGET VARIATIONS				
Base Budget 2019/20		1,398,380	COMMENTS	
Premises		1,330		
Supplies and Services		(4,550)		
Fees and Charges		(1,330)		
Support Services		95,020	Increase in property maintenance recharge for Stour Centre	
Capital Charges		(3,330)		
Transfers to/from Reserves		4,700		
Base Budget 2020/21		1,490,220		
ANALYSIS OF BUDGET VARIATIONS				
Base Budget 2019/20		1,398,380	COMMENTS	
Premises		79,810	Increase in utility costs	
Supplies and Services		47,530	Professional fees for procurement leisure contract	
Transfers to/from Reserves		(9,270)		
Outturn 2019/20 (P6 Forecast)		1,516,450		

REVENUE BUDGET				
SERVICE		Single Grants Gateway		
SERVICE DESCRIPTION		Council grants to support voluntary and community sector organisations in the borough. This also includes a budget for Member Grants.		
SERVICE MANAGER		Head of Culture		
BUDGET MANAGER		Cultural Projects Manager		
ACTUAL	BUDGET	PROJECTED	DETAIL	ESTIMATE
2018/19	2019/20	OUTTURN		2020/21
£	£	2019/20		£
£	£	£		£
-	-	-	EXPENDITURE	-
-	-	-	Employees	-
368,868	468,900	468,900	Premises	-
-	-	-	Supplies and Services	468,900
-	-	-	Transport	-
368,868	468,900	468,900	TOTAL EXPENDITURE	468,900
(22,140)	(22,140)	(22,140)	INCOME	(22,140)
-	-	-	Grants	-
-	-	-	Fees and Charges	-
346,728	446,760	446,760	NET CONTROLLABLE EXPENDITURE	446,760
-	-	-	RECHARGES & CAPITAL CHARGES	-
-	-	-	Support Services	-
-	-	-	Capital Charges	-
-	-	-	Recharges	-
-	-	-	Transfers to/from Reserves	-
346,728	446,760	446,760	NET EXPENDITURE (Including Recharges and Capital Charges)	446,760
ANALYSIS OF BUDGET VARIATIONS				
Base Budget 2019/20		446,760	COMMENTS	
Base Budget 2020/21		446,760		
ANALYSIS OF BUDGET VARIATIONS				
Base Budget 2019/20		446,760	COMMENTS	
Outturn 2019/20 (P6 Forecast)		446,760		
This budget is made up of £25,000 contribution to Parish Handyman Scheme, £141,000 budget for Member Grants, £262,000 for Community Grants Fund and £40,900 Parish Precepts.				

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 and IT		
BUDGET MANAGER		Head of Finance and IT		
ACTUAL	BUDGET	PROJECTED	DETAIL	ESTIMATE
2018/19	2019/20	OUTTURN		2020/21
£	£	2019/20		£
		£		
(139,558)	(90,380)	(90,380)	EXPENDITURE	
(61,720)	(86,000)	(86,000)	Item 8 Credit	(127,280)
15,863	30,670	30,670	Debt Mgt Charges to HRA	(74,000)
447,510	1,752,180	800,000	Item 8 Debit	16,000
315,950	704,260	834,469	Interest Paid	1,514,980
			MRP	1,039,890
578,045	2,310,730	1,488,759	TOTAL EXPENDITURE	2,369,590
			INCOME	
(3,770,905)	(3,050,570)	(2,714,810)	Fees and Charges	(3,007,150)
(3,192,860)	(739,840)	(1,226,051)	NET CONTROLLABLE EXPENDITURE	(637,560)
			RECHARGES & CAPITAL CHARGES	
(1,908,175)	(1,752,600)	(1,752,600)	Capital Charges	(1,949,920)
(5,101,035)	(2,492,440)	(2,978,651)	NET EXPENDITURE (Including Recharges and Capital Charges)	(2,587,480)
ANALYSIS OF BUDGET VARIATIONS				
Base Budget 2019/20		(2,492,440)	COMMENTS	
Charge to/from HRA		(51,570)	Changes in Item 8 forecast	
Interest paid		(225,200)	Reduction as more short term borrowing will be used at a lower rate	
MRP		335,630	Increased due to increased borrowing	
Fees and Charges		43,420	Increase in income linked to loans	
Change in Capital Charges		(197,320)	Effect on depreciation following revaluation	
Budget 2020/21		(2,587,480)		
ANALYSIS OF BUDGET VARIATIONS				
Base Budget 2019/20		(2,492,440)	COMMENTS	
Interest paid		(821,971)	Long term borrowing deferred in favour of short term borrowing	
Fees and Charges		335,760	Reduction due to lower than anticipated investment in Subsidiary	
Outturn 2019/20 (P6 Forecast)		(2,978,651)		

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REVENUE BUDGET				
Housing Revenue Account				
ACTUAL	BUDGET	PROJECTED	DETAIL	ESTIMATE
2018/19	2019/20	OUTTURN		2020/21
£	£	2019/20		£
£	£	£		£
5,098,886	5,769,750	6,058,400	Supervision & Management	6,282,870
(25,358,470)	(24,843,280)	(24,834,280)	Income	(25,369,020)
16,515,011	16,030,460	15,955,650	Other	15,958,050
4,142,261	3,478,370	3,724,050	Repairs & Maintenance	3,758,000
397,688	435,300	903,820	SERVICE EXPENDITURE	629,900

SUBJECTIVE ANALYSIS - 2020/21 ESTIMATE
Housing Revenue Account

	Supervision & Management	Income	Other	Repairs & Maintenance	Total
EXPENDITURE					
Employees	2,639,930	-	-	-	2,639,930
Premises	805,350	-	-	3,754,500	4,559,850
Supplies and Services	933,640	-	100,000	33,500	1,067,140
Transport	134,200	-	-	-	134,200
TOTAL EXPENDITURE	4,513,120	-	100,000	3,788,000	8,401,120
INCOME					
Grants	-	-	(2,999,850)	-	(2,999,850)
Fees & Charges	(61,520)	(25,369,020)	-	(30,000)	(25,460,540)
TOTAL INCOME	(61,520)	(25,369,020)	(2,999,850)	(30,000)	(28,460,390)
NET CONTROLLABLE EXPENDITURE	4,451,600	(25,369,020)	(2,899,850)	3,758,000	(20,059,270)
NON CONTROLLABLE ITEMS					
Support Services	1,962,330	-	937,770	-	2,900,100
Capital Charges	-	-	17,920,130	-	17,920,130
Recharges	(131,060)	-	-	-	(131,060)
Transfers to/from Reserves	-	-	-	-	-
TOTAL NON-CONTROLLABLE ITEMS	1,831,270	-	18,857,900	-	20,689,170
NET EXPENDITURE	6,282,870	(25,369,020)	15,958,050	3,758,000	629,900

REVENUE BUDGET				
SERVICE		Supervision And Mgmt 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	BUDGET	PROJECTED	DETAIL	ESTIMATE
2018/19	2019/20	OUTTURN		2020/21
£	£	2019/20		£
£	£	£		£
2,304,102	2,371,410	2,369,160	EXPENDITURE	
709,228	707,250	772,550	Employees	2,639,930
818,584	911,170	1,136,770	Premises	805,350
127,111	126,530	126,530	Supplies and Services	933,640
			Transport	134,200
3,959,025	4,116,360	4,405,010	TOTAL EXPENDITURE	4,513,120
(295,504)	(84,520)	(84,520)	INCOME	
			Fees and Charges	(61,520)
3,663,521	4,031,840	4,320,490	NET CONTROLLABLE EXPENDITURE	4,451,600
1,505,593	1,839,780	1,839,780	RECHARGES & CAPITAL CHARGES	
-	-	-	Support Services	1,962,330
(70,228)	(101,870)	(101,870)	Capital Charges	-
-	-	-	Recharges	(131,060)
			Transfers to/from Reserves	-
5,098,886	5,769,750	6,058,400	NET EXPENDITURE (Including Recharges and Capital Charges)	6,282,870
ANALYSIS OF BUDGET VARIATIONS				
Base budget 2019/20		5,769,750	COMMENTS	
Employees		43,640	New Area Surveyor Post	
Employees		36,430	New Housing Systemes Officer Post	
Employees		84,000	2 new electricians posts and an apprentice	
Employees		104,450	Pay Award/Increments/NI & Super	
Premises		10,100		
Premises		51,000	Increase in maintenance and cleaning contracts	
Premises		37,000	Increase in rent/rates and insurance	
Supplies and Services		(2,530)		
Supplies and Services		25,000	Increase in eviction and summons costs	
Transport		7,670	Increase due to additional staff posts	
Fees and Charges		23,000		
Support Services		122,550		
Recharges		(29,190)		
Base budget 2020/21		6,282,870		
ANALYSIS OF BUDGET VARIATIONS				
Base Budgets 2019/20		5,769,750	COMMENTS	
Employees		(2,250)		
Premises		61,000	Costs of Electrical service division move to Carlton road	
Premises		4,300		
Supplies and Services		14,600		
Supplies and Services		26,000	Cost of Lean Review	
Supplies and Services		25,000	Cost of increased enforcement for anti social behaviour	
Supplies and Services		25,000	Additional expenditure to support the move of One You	
Supplies and Services		175,000	Surveyors/Architects fees for new build sites	
Supplies and Services		(20,000)	Homeloss payments	
Supplies and Services		(10,000)	Monitoring costs for door entry systems	
Supplies and Services		(10,000)	Reduction in council tax due to decanting of Oakleigh House	
Outturn 2019/20 (Q2 Forecast)		6,058,400		

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	BUDGET	PROJECTED	DETAIL	ESTIMATE
2018/19	2019/20	OUTTURN		2020/21
£	£	2019/20		£
		£		
-	-	-	EXPENDITURE	-
-	-	-	Employees	-
-	-	-	Premises	-
-	-	-	Supplies and Services	-
-	-	-	Transport	-
-	-	-	TOTAL EXPENDITURE	-
(23,960,578)	(23,588,900)	(23,588,900)	INCOME	(24,238,690)
(1,397,892)	(1,254,380)	(1,245,380)	Dwelling Rents	(1,130,330)
(25,358,470)	(24,843,280)	(24,834,280)	Service Charges	(25,369,020)
-	-	-	NET CONTROLLABLE EXPENDITURE	
-	-	-	RECHARGES & CAPITAL CHARGES	-
-	-	-	Support Services	-
-	-	-	Capital Charges	-
-	-	-	Recharges	-
-	-	-	Transfers to/from Reserves	-
(25,358,470)	(24,843,280)	(24,834,280)	NET EXPENDITURE (Including Recharges and Capital Charges)	(25,369,020)
ANALYSIS OF BUDGET VARIATIONS				
Base budget 2019/20		(24,843,280)	COMMENTS	
Dwelling Rents		(649,790)	Increase based on HRA Business plan	
Service Charges		124,050		
Base budget 2020/21		(25,369,020)		
ANALYSIS OF BUDGET VARIATIONS				
Base Budgets 2019/20		(24,843,280)	COMMENTS	
Service Charges		9,000	Reduction in water service charge income	
Outturn 2019/20 (Q2 Forecast)		(24,834,280)		

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	BUDGET	PROJECTED	DETAIL	ESTIMATE
2018/19	2019/20	OUTTURN		2020/21
£	£	2019/20		£
		£		
-	-	-	EXPENDITURE	-
-	-	-	Employees	-
167,531	209,000	209,000	Premises	-
35	-	-	Supplies and Services	100,000
			Transport	-
167,566	209,000	209,000	TOTAL EXPENDITURE	100,000
(2,999,845)	(2,999,850)	(2,999,850)	INCOME	(2,999,850)
(15,863)	(2,000)	(2,000)	Grants	-
(2,848,142)	(2,792,850)	(2,792,850)	Fees and Charges	(2,899,850)
945,517	878,500	878,500	RECHARGES & CAPITAL CHARGES	
18,417,636	17,944,810	17,870,000	Support Services	937,770
-	-	-	Capital Charges	17,920,130
-	-	-	Recharges	-
			Transfers to/from Reserves	-
16,515,011	16,030,460	15,955,650	NET EXPENDITURE (Including Recharges and Capital Charges)	15,958,050
ANALYSIS OF BUDGET VARIATIONS				
Base budget 2019/20		16,030,460	COMMENTS	
Supplies and Services		(109,000)	Reduction in provision for bad debts	
Fees and Charges		2,000		
Support Services		59,270	Increase in HRA contribution to pension backfunding	
Capital Charges		(24,680)		
Base budget 2020/21		15,958,050		
ANALYSIS OF BUDGET VARIATIONS				
Base Budgets 2019/20		16,030,460	COMMENTS	
Capital Charges		(74,810)	Reduction in PFI payment linked to indexation forecast	
Outturn 2019/20 (Q2 Forecast)		15,955,650		

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	BUDGET	PROJECTED	DETAIL	ESTIMATE
2018/19	2019/20	OUTTURN		2020/21
£	£	2019/20		£
£	£	£		£
1,308	-	-	EXPENDITURE	-
4,139,292	3,473,870	3,700,750	Employees	-
28,809	28,500	47,300	Premises	3,754,500
5,220	-	-	Supplies and Services	33,500
			Transport	-
4,174,629	3,502,370	3,748,050	TOTAL EXPENDITURE	3,788,000
(46,045)	(24,000)	(24,000)	INCOME	
			Fees and Charges	(30,000)
4,128,584	3,478,370	3,724,050	NET CONTROLLABLE EXPENDITURE	3,758,000
13,677	-	-	RECHARGES & CAPITAL CHARGES	
-	-	-	Support Services	-
-	-	-	Capital Charges	-
-	-	-	Recharges	-
-	-	-	Transfers to/from Reserves	-
4,142,261	3,478,370	3,724,050	NET EXPENDITURE (Including Recharges and Capital Charges)	3,758,000
ANALYSIS OF BUDGET VARIATIONS				
Base budget 2019/20		3,478,370	COMMENTS	
Premises		100,000	Increase in general and void repairs	
Premises		75,000	Testing for Asbestos	
Premises		40,000	Gas Heating Maintenance	
Premises		53,750	Communal Areas Redecoration	
Premises		18,000	Door Entry Systems	
Premises		(6,120)		
Supplies and Services		5,000		
Fees and Charges		(6,000)		
Base budget 2020/21		3,758,000		
ANALYSIS OF BUDGET VARIATIONS				
Base Budgets 2019/20		3,478,370	COMMENTS	
Premises		14,000		
Premises		(180,000)	Asbestos testing - testing and removal costs being accounted for in primary workstreams eg kitchen refurbishments	
Premises		50,000	Increase in general and void repairs	
Premises		12,000	Water testing old peoples wellings	
Premises		145,000	Structural Works	
Premises		62,880	Periodic inspection of Electrical Appliances	
Premises		105,000	Door entry system upgrades	
Premises		18,000	Area planning	
Supplies and Services		4,800		
Supplies and Services		14,000	Telephone costs	
Outturn 2019/20 (Q2 Forecast)		3,724,050		

Summary of HRA Capital Works - Excludes New Build & Sheltered Scheme Capital Projects

Planned Work	2018/19 Actuals £'000's	2019/20 Original Budget £'000's	2019/20 Current Estimate £'000's	2020/21 Estimate £'000's
Insulation	384	113	180	50
Central Heating	931	850	1,050	850
Adaptations For The Disabled	477	500	500	500
Structural Works	0	0	150	0
Re-Roofing	836	748	550	630
P.V.C.U Gutters/Fascias/Soffit	0	161	45	0
Water Mains Replacement	197	214	36	9
Kitchen Refurbishments	852	641	891	599
Rewiring	0	42	75	109
Bathroom Refurbishment	448	435	360	535
Sheltering Accommodation Improvements		0	0	190
External Walls	234	252	195	368
Replacesment Windows	40	644	514	570
Fire Safety Work	241	0	25	25
PV Panel Insulation				
Contingency				
	4,640	4,600	4,571	4,435

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Capital Programme 2019/20 - 2022/23						
	Current budget	Previous Exp	2019/20	2020/21	2021/22	2022/23
	£	£	£	£	£	£
Corporate Property and Projects						
Planned Capital Works to Commercial Property	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	95,393,600	27,573,406	820,194	28,000,000	29,000,000	10,000,000
Elwick Place leisure, retail and car park development	42,330,000	36,950,630	5,379,370	0	0	0
International House Works	650,000	297,080	36,000	250,000	66,920	0
Commercial Qrt - pedestrian link path and footbridge	250,000	0	0	250,000	0	0
Solar PV (various sites)	8,500,000	0	0	90,000	4,030,000	4,380,000
Vicarage Lane redevelopment	21,500,000	1,890,000	534,000	2,881,600	8,801,700	7,392,700
Total - Corporate Property and Projects	178,623,600	66,711,116	9,269,564	33,971,600	44,398,620	24,272,700
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
Total - Community & Housing	3,358,000	0	952,000	802,000	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
Victoria Park Rejuvenation Project	4,418,000	0	140,200	1,001,950	3,166,150	109,700
Courtside Pitchside Replacement 3G & Lighting	300,000	0	0	300,000	0	0
Conningbrook Lakes Country Park development	2,054,727	575,000	0	500,000	500,000	479,727
Leisure Procurement Capital Investment	7,500,000	0	0	3,500,000	4,000,000	0
External Funding	(2,815,675)	(575,000)	0	(800,000)	(960,948)	(479,727)
	11,757,052	0	215,200	4,576,950	6,780,202	184,700
Total Culture & the Environment	14,572,727	575,000	215,200	5,376,950	7,741,150	664,427
Community Safety and Wellbeing						
Automatic Number Plate Recognition	320,000	0	80,000	80,000	160,000	0
Street Lighting replacement	1,000,000	7,960	625,000	367,040	0	0
Multi Storey Car Park	9,500,000	0	0	0	1,500,000	8,000,000
Total Community Safety and Wellbeing	10,820,000	7,960	705,000	447,040	1,660,000	8,000,000
General Fund Total	207,724,327	67,294,076	11,341,764	40,747,590	54,601,770	33,739,127
HRA Capital Works - as current business plan						
Programmed Works	24,096,000	0	4,411,000	4,435,000	6,510,000	8,740,000
Affordable Housing Programme Phase 5	6,604,000	5,604,000	1,000,000	0	0	0
Court Wurtin	6,880,000	180,000	200,000	700,000	3,000,000	2,800,000
East Stour Court	7,867,000	367,000	2,000,000	3,000,000	2,500,000	0
Street Purchases	78,200,000	0	9,200,000	23,000,000	23,000,000	23,000,000
Halstow Way	7,004,000	4,000	2,000,000	3,000,000	2,000,000	0
The Poplars	6,933,000	733,000	500,000	3,000,000	2,700,000	0
Affordable Housing Programme Phase 6 (smaller sites)	2,636,000	0	0	0	1,318,000	1,318,000
Piper Joinery	6,900,000	0	1,900,000	3,000,000	2,000,000	0
Oakleigh House	8,000,000	0	0	2,000,000	3,000,000	3,000,000
Pym House	2,000,000	0	0	0	0	2,000,000
Ford Way	10,000,000	0	0	3,000,000	4,000,000	3,000,000
Coneybeare	6,000,000	0	0	0	3,000,000	3,000,000
Play Areas	180,000	0	0	60,000	60,000	60,000
Tile Kiln	4,549,000	0	983,000	1,783,000	1,783,000	0
Total HRA	177,849,000	6,888,000	22,194,000	46,978,000	54,871,000	46,918,000
Total Capital Spend	385,573,327	74,182,077	33,535,764	87,725,590	109,472,770	80,657,127

Capital Programme 2019/20 - 2022/23						
	Current budget	Previous Exp	2019/20	2020/21	2021/22	2022/23
	£	£	£	£	£	£
CAPITAL SUMMARY						
Corporate Property and Projects	178,623,600	66,711,116	9,269,564	33,971,600	44,398,620	24,272,700
Community & Housing	3,358,000	0	952,000	802,000	802,000	802,000
Information Technology	350,000	0	200,000	150,000	0	0
Culture & the Environment	14,572,727	575,000	215,200	5,376,950	7,741,150	664,427
Community Safety and Wellbeing	10,820,000	7,960	705,000	447,040	1,660,000	8,000,000
GENERAL FUND	207,724,327	67,294,076	11,341,764	40,747,590	54,601,770	33,739,127
HOUSING REVENUE ACCOUNT	177,849,000	6,888,000	22,194,000	46,978,000	54,871,000	46,918,000
TOTAL CAPITAL PROGRAMME	385,573,327	74,182,077	33,535,764	87,725,590	109,472,770	80,657,127

Funding Statement 2019/20 - 2022/23						
	Current budget	Previous Exp	2019/20	2020/21	2021/22	2022/23
	£	£	£	£	£	£
Funding Source						
Capital Receipts - HRA	28,700,805	1,470,805	5,030,000	7,800,000	7,500,000	6,900,000
Capital Receipts - GF	860,000	0	365,000	165,000	165,000	165,000
Borrowing HRA	99,292,701	447,701	5,513,000	30,518,000	36,511,000	26,303,000
Borrowing GF	196,693,600	66,719,077	9,974,564	37,668,640	50,058,620	32,272,700
External grants & contributions HRA	8,385,000	220,000	940,000	900,000	4,350,000	1,975,000
External grants & contributions GF	8,662,675	575,000	802,000	2,513,950	3,579,798	1,191,727
Major Repairs Reserve HRA	24,096,000	0	4,411,000	4,435,000	6,510,000	8,740,000
Other Reserve HRA	17,374,494	4,749,494	6,300,000	3,325,000	0	3,000,000
Other Reserve GF	1,508,052	0	200,000	400,000	798,352	109,700
	385,573,327	74,182,077	33,535,764	87,725,590	109,472,770	80,657,127
External Grants						
Homes & Communities Agency (HCA)	7,445,000	220,000	0	900,000	4,350,000	1,975,000
Section 106	3,755,675	575,000	940,000	800,000	960,948	479,727
Heritage Lottery fund	3,049,000	0	140,200	1,001,950	1,906,850	0
Better Care Fund - Disabled Facility Grants	2,798,000	0	662,000	712,000	712,000	712,000
	17,047,675	795,000	1,742,200	3,413,950	7,929,798	3,166,727

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DISCRETIONARY & STATUTORY FEES 2020/21							
LICENSING FEES							
Item	Statutory or Discretionary	Description/Comments	VAT Indicator	Charge 2018/19 £	Charge 2019/20 £	Proposed Charge 2020/21 £	Increase / Decrease on 2019/20 %
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 <u>double</u> 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 <u>triple</u> 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 <u>double</u> 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 <u>triple</u> 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%
Animal Welfare and Public Health Licences							
Dangerous Wild Animals	Discretionary	New Licence (2 year licence)	NB	954.00	977.00	977.00	0.00%
	Discretionary	Renewal (2 year licence)	NB	653.00	669.00	669.00	0.00%
	Discretionary	Variation	NB	336.00	344.00	344.00	0.00%
	Discretionary	Concurrent 2nd application	NB	85.00	87.00	87.00	0.00%
Zoos	Discretionary	Consideration	NB	1,189.00	1,218.00	1,218.00	0.00%
	Discretionary	Licence (4 year licence)	NB	1,961.00	2,008.00	2,008.00	0.00%
	Discretionary	Renewal (6 year licence)	NB	2,942.00	3,013.00	3,013.00	0.00%
	Discretionary	Dispensation - 14(1)(a)	NB	479.00	491.00	491.00	0.00%

DISCRETIONARY & STATUTORY FEES 2020/21

LICENSING FEES

Item	Statutory or Discretionary	Description/Comments	VAT Indicator	Charge 2018/19	Charge 2019/20	Proposed Charge 2020/21	Increase / Decrease on 2019/20
Boarding of animals	Discretionary	(New app) Application fee - up to 50 animals	NB	260.00	260.00	260.00	0.00%
	Discretionary	(New app) Grant fee - up to 50 animals	NB	200.00	200.00	200.00	0.00%
	Discretionary	(New app) Application fee - 51 or more animals	NB	295.00	295.00	295.00	0.00%
	Discretionary	(New app) Grant fee - 51 or more animals	NB	230.00	230.00	230.00	0.00%
	Discretionary	(Renewal) Application fee - up to 50 animals	NB	225.00	225.00	225.00	0.00%
	Discretionary	(Renewal) Grant fee - up to 50 animals	NB	200.00	200.00	200.00	0.00%
	Discretionary	(Renewal) Application fee - 51 or more animals	NB	255.00	255.00	255.00	0.00%
	Discretionary	(Renewal) Grant fee - 51 or more animals	NB	230.00	230.00	230.00	0.00%
Selling of Animals	Discretionary	(New app) Application fee	NB	280.00	280.00	280.00	0.00%
	Discretionary	(New app) Grant fee	NB	215.00	215.00	215.00	0.00%
	Discretionary	(Renewal) Application fee	NB	240.00	240.00	240.00	0.00%
	Discretionary	(Renewal) Grant fee	NB	215.00	215.00	215.00	0.00%
Home boarding or day care	Discretionary	(New app) Application fee	NB	245.00	245.00	245.00	0.00%
	Discretionary	(New app) Grant fee	NB	180.00	180.00	180.00	0.00%
	Discretionary	(Renewal) Application fee	NB	210.00	210.00	210.00	0.00%
	Discretionary	(Renewal) Grant fee	NB	180.00	180.00	180.00	0.00%
Riding Establishments	Discretionary	(New app) Application fee - up to 10 horses	NB	280.00	280.00	280.00	0.00%
	Discretionary	(New app) Grant fee - up to 10 horses	NB	215.00	215.00	215.00	0.00%
	Discretionary	(New app) Application fee - 11 or more horses	NB	310.00	310.00	310.00	0.00%
	Discretionary	(New app) Grant fee - 11 or more horses	NB	245.00	245.00	245.00	0.00%
	Discretionary	(Renewal) Application fee - up to 10 horses	NB	240.00	240.00	240.00	0.00%
	Discretionary	(Renewal) Grant fee - up to 10 horses	NB	215.00	215.00	215.00	0.00%
	Discretionary	(Renewal) Application fee - 11 or more horses	NB	270.00	270.00	270.00	0.00%
	Discretionary	(Renewal) Grant fee - 11 or more horses	NB	245.00	245.00	245.00	0.00%
Keeping animals for exhibition	Discretionary	(New app) Application fee	NB	230.00	230.00	230.00	0.00%
	Discretionary	(New app) Grant fee	NB	165.00	165.00	165.00	0.00%
	Discretionary	(Renewal) Application fee	NB	190.00	190.00	190.00	0.00%
	Discretionary	(Renewal) Grant fee	NB	165.00	165.00	165.00	0.00%
Breeding Establishments	Discretionary	(New app) Application fee - up to 5 dogs	NB	230.00	230.00	230.00	0.00%
	Discretionary	(New app) Grant fee - up to 5 dogs	NB	165.00	165.00	165.00	0.00%
	Discretionary	(New app) Application fee - 6-10 dogs	NB	245.00	245.00	245.00	0.00%
	Discretionary	(New app) Grant fee - 6-10 dogs	NB	180.00	180.00	180.00	0.00%
	Discretionary	(New app) Application fee - 11+ dogs	NB	260.00	260.00	260.00	0.00%
	Discretionary	(New app) Grant fee - 11+ dogs	NB	200.00	200.00	200.00	0.00%
	Discretionary	(Renewal) Application fee - up to 5 dogs	NB	190.00	190.00	190.00	0.00%
	Discretionary	(Renewal) Grant fee - up to 5 dogs	NB	165.00	165.00	165.00	0.00%
	Discretionary	(Renewal) Application fee - 6-10 dogs	NB	210.00	210.00	210.00	0.00%
	Discretionary	(Renewal) Grant fee - 6-10 dogs	NB	180.00	180.00	180.00	0.00%
	Discretionary	(Renewal) Application fee - 11+ dogs	NB	225.00	225.00	225.00	0.00%
	Discretionary	(Renewal) Grant fee - 11+ dogs	NB	200.00	200.00	200.00	0.00%

DISCRETIONARY & STATUTORY FEES 2020/21							
LICENSING FEES							
Item	Statutory or Discretionary	Description/Comments	VAT Indicator	Charge 2018/19	Charge 2019/20	Proposed Charge 2020/21	Increase / Decrease on 2019/20
Variation to increase animals or activities	Discretionary	Application fee	NB	90.00	90.00	90.00	0.00%
	Discretionary	Grant fee	NB	40.00	40.00	40.00	0.00%
Variation to reduce animals or activities	Discretionary	Grant fee	NB	40.00	40.00	40.00	0.00%
Request for re-rating inspection	Discretionary	Application fee	NB	90.00	90.00	90.00	0.00%
	Discretionary	Grant fee	NB	40.00	40.00	40.00	0.00%
Public Health Licences							
Acupuncture	Discretionary	Initial registration practitioner/premises	NB	177.00	177.00	177.00	0.00%
	Discretionary	Additional practitioner/premises	NB	109.00	109.00	109.00	0.00%
	Discretionary	Minor variation	NB	30.00	30.00	30.00	0.00%
Tattooing (including semi-permanent skin-colouring)	Discretionary	Initial registration practitioner/premises	NB	342.00	342.00	342.00	0.00%
	Discretionary	Additional practitioner/premises	NB	109.00	109.00	109.00	0.00%
	Discretionary	Minor variation	NB	30.00	30.00	30.00	0.00%
Electrolysis	Discretionary	Initial registration practitioner/premises	NB	177.00	177.00	177.00	0.00%
	Discretionary	Additional practitioner/premises	NB	109.00	109.00	109.00	0.00%
	Discretionary	Minor variation	NB	30.00	30.00	30.00	0.00%
Cosmetic Piercing (excluding ear piercing)	Discretionary	Initial registration practitioner/premises	NB	342.00	342.00	342.00	0.00%
	Discretionary	Additional practitioner/premises	NB	109.00	109.00	109.00	0.00%
	Discretionary	Minor variation	NB	30.00	30.00	30.00	0.00%
Ear Piercing	Discretionary	Initial registration practitioner/premises	NB	177.00	177.00	177.00	0.00%
	Discretionary	Additional practitioner/premises	NB	30.00	30.00	30.00	0.00%
	Discretionary	Minor variation	NB	30.00	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	3,317.00	3,397.00	3,397.00	0.00%
	Discretionary	Renewal	NB	308.00	315.00	324.00	2.86%
	Discretionary	Transfer	NB	308.00	315.00	324.00	2.86%
Street Trading and Consents							
Publicity Displays	Statutory			No fee payable	No fee payable	No fee payable	
Street Collection Permit	Statutory			No fee payable	No fee payable	No fee payable	
Street Trading Licence	Discretionary	Yearly	NB	75.00	77.00	78.00	1.30%
Ashford Town Market pitch fee (per ft)	Discretionary	Collected by DD	NB	1.00	1.10	1.10	0.00%
Casual Street Trading Licence/Consent For One Off Event (per stall)	Discretionary	Grant	NB	13.00	14.00	20.00	42.86%
Casual Street Trading Licence for Market	Discretionary	Monthly	NB	27.00	28.00	30.00	7.14%
Street Trading Consent	Discretionary	Yearly	NB	75.00	77.00	79.00	2.60%
New Site Street Trading Consent - static	Discretionary	Grant -if planning permission already granted	NB	104.00	106.50	110.00	3.29%
New Site Street Trading Consent - static	Discretionary	Grant - if no planning permission at time of application	NB	207.00	212.00	218.00	2.83%
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	£102 per site plus £26 per additional site	£105 per site plus £27 per additional site	
Hawker Street Trading Consent	Discretionary	Yearly	NB	75.00	77.00	79.00	2.60%

DISCRETIONARY & STATUTORY FEES 2020/21							
LICENSING FEES							
Item	Statutory or Discretionary	Description/Comments	VAT Indicator	Charge 2018/19	Charge 2019/20	Proposed Charge 2020/21	Increase / Decrease on 2019/20
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	156.00	156.00	0.00%
Town Centre Commercial Booking	Discretionary	Small, local businesses, weekdays and Sundays	NB	51.00	52.00	52.00	0.00%
Town Centre Commercial Booking	Discretionary	Small, local businesses, Saturdays	NB	76.00	78.00	78.00	0.00%
Town Centre Commercial Booking	Discretionary	1 day (Saturday)	NB	200.00	205.00	205.00	0.00%
Street Trading Consent Rents							
Furners Wood Lay-by - cherry stall	Discretionary	Monthly rents	NB	150.00	153.50	158.00	2.93%
Furners Wood Lay-by - hot food	Discretionary	Monthly rents	NB	225.00	230.50	237.00	2.82%
Great Chart - A28 Tenterden bound - Food	Discretionary	Monthly rents	NB	225.00	230.50	237.00	2.82%
Great Chart - A28 Tenterden bound - Non Food	Discretionary	Monthly rents	NB	150.00	153.50	158.00	2.93%
Great Chart - A28 Ashford bound - Food	Discretionary	Monthly rents	NB	225.00	230.50	237.00	2.82%
Great Chart - A28 Ashford bound Non Food	Discretionary	Monthly rents	NB	150.00	153.50	158.00	2.93%
Hothfield - A20 Maidstone bound - Non Food	Discretionary	Monthly rents	NB	150.00	153.50	158.00	2.93%
Hothfield - A20 Maidstone bound - Food	Discretionary	Monthly rents	NB	225.00	230.50	237.00	2.82%
Hothfield - A20 Ashford bound - Non Food	Discretionary	Monthly rents	NB	150.00	153.50	158.00	2.93%
Hothfield - A20 Ashford bound - Food	Discretionary	Monthly rents	NB	225.00	230.50	237.00	2.82%
Henwood	Discretionary	Monthly rents	NB	206.50	211.50	218.00	3.07%
Recreation Ground Road car park	Discretionary	Monthly rents	NB	380.00	389.00	401.00	3.08%
Potters Corner, Hothfield	Discretionary	Monthly rents	NB	225.00	230.50	237.00	2.82%
Hall Avenue, Sevington	Discretionary	Max 28 days use per year	NB	240.00	246.00	253.00	2.85%
Chilham Mill	Discretionary		NB	225.00	230.50	237.00	2.82%
Council Land							
Event fee for Council Land	Discretionary			No fee payable	No fee payable	40.00	
Commercial: Small (an audience up to 1000 at any one time, on Council land)	Discretionary	per operating day	NB	277.00	284.00	292.00	2.82%
	Discretionary	per non-operating day	NB	195.00	200.00	200.00	0.00%
Commercial: Medium (an audience of 1000-4999 at any one time, on Council land)	Discretionary	per operating day	NB	-	-	600.00	
	Discretionary	per non-operating day	NB	-	-	200.00	
Commercial: Large (an audience of over 5000 at any one time, on Council land)	Discretionary	per operating day	NB	-	-	1,200.00	
	Discretionary	per non-operating day	NB	-	-	200.00	
Charity/Community events (an audience of over 50 at any one time, on Council land)	Discretionary		NB	-	-	40.00	
Administration for road closure	Discretionary		NB	-	-	25.00	
Safety Advisory Group							
SAG application (non-abc land)	Discretionary		NB	No fee payable	No fee payable	40.00	
Road closure application s21 TPCA 1847	Discretionary		NB	No fee payable	No fee payable	25.00	
Food Hygiene							
Level 1 course	Discretionary		EX	35.00	35.00	35.00	0.00%
Level 2 course	Discretionary		EX	48.00	48.00	48.00	0.00%
Re-sit (at time of next course)	Discretionary		EX	18.00	18.00	18.00	0.00%
Re-sit (oral)	Discretionary		EX	42.00	42.00	42.00	0.00%

DISCRETIONARY & STATUTORY FEES 2020/21							
LICENSING FEES							
Item	Statutory or Discretionary	Description/Comments	VAT Indicator	Charge 2018/19	Charge 2019/20	Proposed Charge 2020/21	Increase / Decrease on 2019/20
Food Safety Charges							
Food Surrender Certificate	Discretionary		NB	99.00	99.00	0.00	
Food surrender inspection and issuing of certificate	Discretionary		NB	97.00	100.00	100.00	0.00%
Disposal/tipping costs charge at cost	Charged by tip			N/A	N/A	N/A	N/A
Export Certificate for food manufacture	Discretionary		NB	60.00	60.00	60.00	0.00%
Miscellaneous							
Scrap Metal Site Licence	Discretionary		NB	316.00	324.00	334.00	3.09%
Scrap Metal Collectors Licence	Discretionary		NB	212.00	217.00	224.00	3.23%
Scrap Metal Site Licence - Renewal	Discretionary		NB	212.00	217.00	224.00	3.23%
Scrap Metal Collectors Licence - Renewal	Discretionary		NB	106.00	109.00	112.00	2.75%
Scrap Metal Variations	Discretionary		NB	80.00	82.00	84.00	2.44%
Scrap Metal Replacement Licence	Discretionary		NB	11.00	11.50	12.00	4.35%
Gambling Act							
New small casino	Statutory Maximum	New application	NB	6,734.00	6,896.00	7,103.00	3.00%
		Annual fee	NB	3,823.00	3,915.00	4,032.00	2.99%
		Variation	NB	2,757.00	2,823.00	2,908.00	3.01%
		Transfer	NB	1,603.00	1,641.00	1,690.00	2.99%
		Re-instatement	NB	1,347.00	1,379.00	1,420.00	2.97%
		Provisional statement	NB	6,734.00	6,896.00	7,103.00	3.00%
		Provisional statement holders	NB	2,393.00	2,450.00	2,523.00	2.98%
		Copy licence	NB	25.00	25.00	25.00	0.00%
New large casino	Statutory Maximum	Notification of change	NB	50.00	50.00	50.00	0.00%
		New application	NB	8,057.00	8,250.00	8,450.00	2.42%
		Annual fee	NB	7,708.00	7,893.00	8,130.00	3.00%
		Variation	NB	3,644.00	3,731.00	3,843.00	3.00%
		Transfer	NB	1,881.00	1,926.00	1,984.00	3.01%
		Re-instatement	NB	2,122.00	2,150.00	2,150.00	0.00%
		Provisional statement	NB	8,057.00	8,250.00	8,498.00	3.01%
		Provisional statement holders	NB	3,957.00	4,052.00	4,174.00	3.01%
Regional casino	Statutory Maximum	Copy licence	NB	25.00	25.00	25.00	0.00%
		Notification of change	NB	50.00	50.00	50.00	0.00%
		New application	NB	12,690.00	12,995.00	13,385.00	3.00%
		Annual fee	NB	11,900.00	12,186.00	12,552.00	3.00%
		Variation	NB	5,945.00	6,087.00	6,270.00	3.01%
		Transfer	NB	4,336.00	4,440.00	4,573.00	3.00%
		Re-instatement	NB	4,336.00	4,440.00	4,573.00	3.00%
		Provisional statement	NB	12,690.00	12,995.00	13,385.00	3.00%
Provisional statement holders	NB	6,181.00	6,329.00	6,517.00	2.97%		
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 2020/21

LICENSING FEES

Item	Statutory or Discretionary	Description/Comments	VAT Indicator	Charge 2018/19	Charge 2019/20	Proposed Charge 2020/21	Increase / Decrease on 2019/20
Bingo club	Statutory Maximum	New application	NB	2,306.00	2,361.00	2,432.00	3.01%
		Annual fee	NB	718.00	735.00	757.00	2.99%
		Variation	NB	1,579.00	1,617.00	1,665.00	2.97%
		Transfer	NB	876.00	897.00	924.00	3.01%
		Re-instatement	NB	876.00	897.00	924.00	3.01%
		Provisional statement	NB	2,306.00	2,361.00	2,432.00	3.01%
		Provisional statement holders	NB	953.00	976.00	1,005.00	2.97%
		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	2,347.00	2,403.00	2,475.00	3.00%
		Annual fee	NB	466.00	477.00	491.00	2.94%
		Variation	NB	1,333.00	1,365.00	1,406.00	3.00%
		Transfer	NB	876.00	897.00	924.00	3.01%
		Re-instatement	NB	876.00	897.00	924.00	3.01%
		Provisional statement	NB	2,306.00	2,361.00	2,432.00	3.01%
		Provisional statement holders	NB	953.00	976.00	1,005.00	2.97%
		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	1,804.00	1,847.00	1,902.00	2.98%
		Annual fee	NB	718.00	735.00	757.00	2.99%
		Variation	NB	1,210.00	1,239.00	1,250.00	0.89%
		Transfer	NB	876.00	897.00	924.00	3.01%
		Re-instatement	NB	876.00	897.00	924.00	3.01%
		Provisional statement	NB	1,804.00	1,847.00	1,902.00	2.98%
		Provisional statement holders	NB	953.00	976.00	950.00	-2.66%
		Copy licence	NB	25.00	25.00	25.00	0.00%
		Notification of change	NB	50.00	50.00	50.00	0.00%
Family Entertainment Centres	Statutory Maximum	New application	NB	1,804.00	1,847.00	1,902.00	2.98%
		Annual fee	NB	620.00	635.00	654.00	2.99%
		Variation	NB	815.00	835.00	860.00	2.99%
		Transfer	NB	876.00	897.00	924.00	3.01%
		Re-instatement	NB	876.00	897.00	924.00	3.01%
		Provisional statement	NB	1,804.00	1,847.00	1,902.00	2.98%
		Provisional statement holders	NB	789.00	808.00	832.00	2.97%
		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 2020/21

LICENSING FEES

Item	Statutory or Discretionary	Description/Comments	VAT Indicator	Charge 2018/19	Charge 2019/20	Proposed Charge 2020/21	Increase / Decrease on 2019/20
Adult Gaming Centre	Statutory Maximum	New application	NB	1,804.00	1,847.00	1,902.00	2.98%
		Annual fee	NB	723.00	740.00	762.00	2.97%
		Variation	NB	815.00	835.00	860.00	2.99%
		Transfer	NB	876.00	897.00	924.00	3.01%
		Re-instatement	NB	876.00	897.00	924.00	3.01%
		Provisional statement	NB	1,804.00	1,847.00	1,902.00	2.98%
		Provisional statement holders	NB	950.00	973.00	1,002.00	2.98%
		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	210.00	2.94%
		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%
Club Gaming Permits	Statutory Maximum	Grant	NB	200.00	200.00	200.00	0.00%
		Grant (Club Premises Certificate holder)	NB	100.00	100.00	100.00	0.00%
		Existing operator grant	NB	100.00	100.00	100.00	0.00%
		Variation	NB	100.00	100.00	100.00	0.00%
		Renewal	NB	200.00	200.00	200.00	0.00%
		Renewal (Club Premises Certificate holder)	NB	100.00	100.00	100.00	0.00%
		Annual Fee	NB	50.00	50.00	50.00	0.00%
		Copy of permit	NB	15.00	15.00	15.00	0.00%
Club Machine Permits	Statutory Maximum	Grant	NB	200.00	200.00	200.00	0.00%
		Grant (Club Premises Certificate holder)	NB	100.00	100.00	100.00	0.00%
		Existing operator grant	NB	100.00	100.00	100.00	0.00%
		Variation	NB	100.00	100.00	100.00	0.00%
		Renewal	NB	200.00	200.00	200.00	0.00%
		Renewal (Club Premises Certificate holder)	NB	100.00	100.00	100.00	0.00%
		Annual Fee	NB	50.00	50.00	50.00	0.00%
		Copy of permit	NB	15.00	15.00	15.00	0.00%
Family Entertainment Centre Gaming Machine Permit	Statutory Maximum	Grant	NB	300.00	300.00	300.00	0.00%
		Renewal	NB	300.00	300.00	300.00	0.00%
		Existing operator grant	NB	100.00	100.00	100.00	0.00%
		Change of name	NB	25.00	25.00	25.00	0.00%
		Copy of permit	NB	15.00	15.00	15.00	0.00%

DISCRETIONARY & STATUTORY FEES 2020/21

LICENSING FEES

Item	Statutory or Discretionary	Description/Comments	VAT Indicator	Charge 2018/19	Charge 2019/20	Proposed Charge 2020/21	Increase / Decrease on 2019/20
Prize Gaming Permits	Statutory Maximum	Grant	NB	300.00	300.00	300.00	0.00%
		Renewal	NB	300.00	300.00	300.00	0.00%
		Existing operator grant	NB	100.00	100.00	100.00	0.00%
		Change of name	NB	25.00	25.00	25.00	0.00%
		Copy of permit	NB	15.00	15.00	15.00	0.00%
		Annual Fee	NB	20.00	20.00	20.00	0.00%
Hackney Carriage/Private Hire							
Hackney Carriage & Private Hire Drivers Licence	Discretionary	For 1 year	NB	52.00	56.00	70.00	25.00%
		For 3 years	NB	104.00	112.00	145.00	29.46%
Vehicle Licence	Discretionary	New	NB	316.00	320.00	320.00	0.00%
		Renewal	NB	295.00	300.00	300.00	0.00%
Additional Hackney Carriage & Private Hire Drivers licence	Discretionary		NB	21.00	25.00	30.00	20.00%
Private Hire Operators	Discretionary	1-3 Vehicles	NB	129.00	134.00	139.00	3.73%
		4-10 Vehicles	NB	435.00	445.00	460.00	3.37%
		11-20 Vehicles	NB	869.00	890.00	919.00	3.26%
Drivers Badge (replacement)	Discretionary		NB	11.00	11.50	12.00	4.35%
Fee for Returned (Bounced) Cheques	Discretionary		NB	16.00	16.50	17.00	3.00%
Transfer of vehicle licence (including plate)	Discretionary		NB	20.00	30.00	32.00	6.67%
Replacement Plate (internal/external)	Discretionary		NB	20.00	20.00	20.50	2.50%
Additional Vehicle under an Operators Licence	Discretionary	Category 1-3	NB	129.00	132.00	137.00	3.79%
	Discretionary	Category 4-10	NB	300.00	307.00	318.00	3.58%
	Discretionary	Category 11-20	NB	435.00	445.00	461.00	3.60%
Replacement Licence	Discretionary		NB	11.00	11.50	12.00	4.35%
Hackney carriage knowledge test	Discretionary		NB	52.00	55.00	57.00	3.64%
CRB	Set by Home Office		NB	44.00	44.00	40.00	-9.09%

DISCRETIONARY & STATUTORY FEES 2020/21

Parking Charges

Item	Description/Comments	VAT Indicator	Charge 2018/19 £	Charge 2019/20 £	Proposed Charge 2020/21 £	Increase / Decrease on 2019/20 %
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	74.00	8.82%
	Flour Mills car park 3 months	VT	191.00	191.00	210.00	9.95%
	Flour Mills car park 6 months	VT	360.00	360.00	396.00	10.00%
	Flour Mills car park 12 months	VT	675.00	675.00	742.00	9.93%
	Town Centre 1 month	VT	76.00	76.00	83.00	9.21%
	Town Centre 3 Months	VT	215.00	215.00	236.00	9.77%
	Town Centre 6 Months	VT	405.00	405.00	445.00	9.88%
	Town Centre 12 Months	VT	760.00	760.00	836.00	10.00%
	Henwood Parking Area 1 month	VT	54.00	54.00	59.00	9.26%
	Henwood Parking Area 3 months	VT	153.00	153.00	168.00	9.80%
	Henwood Parking Area 6 months	VT	288.00	288.00	316.00	9.72%
	Henwood Parking Area 12 months	VT	540.00	540.00	594.00	10.00%
	Henwood Business Permit 12 months	VT	360.00	360.00	396.00	10.00%
Season Tickets (Tenterden)						
	Bridewell Lane car park 1 month	VT	76.00	76.00	83.00	9.21%
	Bridewell Lane car park 3 months	VT	215.00	215.00	236.00	9.77%
	Bridewell Lane car park 6 months	VT	405.00	405.00	445.00	9.88%
	Bridewell Lane car park 12 months	VT	760.00	760.00	836.00	10.00%
	Bridewell Lane Reserved 12 months	VT	1,520.00	1,520.00	1,672.00	10.00%
	<i>*Season Tickets issued for Bridewell Lane car park are also valid in the rear car park at Tenterden Leisure Centre</i>					
	Admin Charge for loss of season ticket	VT	10.00	10.00	11.00	10.00%
	Admin Charge for refund of Season ticket	VT	10.00	10.00	11.00	10.00%
Residents Permits						
	Zone A Annual	EX	120.00	120.00	125.00	4.17%
	Zone B Annual	EX	50.00	50.00	55.00	10.00%
	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	35.00	16.67%
	Zone E Annual	EX	30.00	30.00	35.00	16.67%
	Zone F Annual	EX	30.00	30.00	35.00	16.67%
	Zone G Annual	EX	30.00	30.00	35.00	16.67%
	Admin Charge for loss of permit	EX	5.00	5.00	5.00	0.00%

DISCRETIONARY & STATUTORY FEES 2020/21

Parking Charges

Item	Description/Comments	VAT Indicator	Charge 2018/19 £	Charge 2019/20 £	Proposed Charge 2020/21 £	Increase / Decrease on 2019/20 %
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	10.00	10.00	0.00%
	HPA parking permit annual	VT	760.00	760.00	760.00	0.00%
	DSA parking permit annual	VT	760.00	760.00	760.00	0.00%
	International House permit discounted 12 months	VT	380.00	380.00	380.00	0.00%
	International House permit full price 12 months	VT	760.00	760.00	760.00	0.00%
	Admin charge for lost permit	VT	10.00	10.00	10.00	0.00%
Misc Charges						
	Waivers/Dispensations - per week or part week	VT	30.00	30.00	30.00	0.00%
	Waivers/Dispensations - Additional Charge for occupying on street pay and display bay, per bay per day (only applies for individual days if fully week £30 charge applies effectively 2 days free)	VT	10.00	10.00	10.00	0.00%
	Waivers/Dispensations - Additional Charge for occupying on street pay and display bay, per bay per week	VT	30.00	30.00	30.00	0.00%
	Bay Suspensions per week	VT	50.00	50.00	50.00	0.00%
	Replacement of lost cones per cone	VT	20.00	20.00	20.00	0.00%
	Locked car park-vehicle release fee	VT	55.00	55.00	55.00	0.00%
	Clamping release fee - Day	VT	40.00	40.00	40.00	0.00%
	Clamping release fee - Night	VT	150.00	150.00	150.00	0.00%
	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 per hour. Linear Charge in 5p increments	VT	1.10	1.10	1.20	9.09%
	Civic Centre and Stour Centre car park charge over 4 hours Mon-Fri	VT	11.00	11.00	12.00	9.09%
	Civic Centre and Stour Centre car park charge over 4 hours Sat and Sun	VT	5.00	5.00	5.50	10.00%
	Civic Centre and Stour Centre car park per hour Coach Charge (Linear Charge in 5p increments)	VT	1.70	1.70	1.85	8.82%
	Civic Centre and Stour Centre car park Coach charge over 4 hours	VT	11.00	11.00	12.00	9.09%
	Dover Place car park per hour	VT	1.10	1.10	1.20	9.09%
	Dover Place car park over 4 hours	VT	5.00	5.00	5.50	10.00%
	Elwick Road car park per hour	VT	1.50	1.10	1.20	9.09%
	Elwick Road car park over 4 hours	VT	1.10	5.00	5.50	10.00%
	Elwick Place car park up to 2 hours	VT	11.00	2.20	2.40	0.00%
	Elwick Place car park up to 3 hours	VT	5.00	3.30	3.60	0.00%
	Elwick Place car park up to 4 hours	VT	1.70	4.40	4.80	0.00%
	Elwick Place car park up to 5 hours	VT	11.00	5.50	5.50	0.00%
	Elwick Place car park over 5 hours	VT	1.10	11.00	12.00	0.00%
	Elwick Place car park Travelodge	VT	7.50	7.50	7.50	0.00%
	Edinburgh Road car park per hour	VT	1.10	1.10	1.20	9.09%

DISCRETIONARY & STATUTORY FEES 2020/21

Parking Charges

Item	Description/Comments	VAT Indicator	Charge 2018/19 £	Charge 2019/20 £	Proposed Charge 2020/21 £	Increase / Decrease on 2019/20 %
	Edinburgh Road car park charge over 4 hours	VT	5.00	5.00	5.50	10.00%
	Flour Mills car park per hour	VT	1.10	1.10	1.20	9.09%
	Flour Mills car park charge over 4 hours	VT	4.40	4.40	4.80	9.09%
	Henwood car park per hour	VT	0.90	0.90	1.00	11.11%
	Henwood car park charge over 4 hours	VT	3.60	3.60	4.00	11.11%
	Station Road Ashford car park per hour	VT	1.10	1.10	1.20	9.09%
	Station Road Ashford car park charge over 4 hours	VT	5.00	5.00	5.50	10.00%
	Vicarage Lane car park per hour	VT	1.10	1.10	1.20	9.09%
	Vicarage Lane car park charge over 4 hours	VT	11.00	11.00	12.00	9.09%
Car Park Charges (Tenterden)						
	Bridewell Lane car park per hour	VT	1.10	1.10	1.20	9.09%
	Bridewell Lane car park over 4 hours	VT	5.00	5.00	5.50	10.00%
	Recreation Ground Road car park per hour	VT	1.10	1.10	1.20	9.09%
	Recreation Ground Road car park over 4 hours	VT	11.00	11.00	12.00	9.09%
	Station Road car park Tenterden per hour	VT	1.10	1.10	1.20	9.09%
	Station Road car park Tenterden over 4 hours	VT	11.00	11.00	12.00	9.09%
	Station Road car park Tenterden per hour Coach charge	VT	1.70	1.70	1.85	8.82%
	Station Road car park Tenterden over 4 hours	VT	11.00	11.00	12.00	9.09%
	Tenterden Leisure Centre car park per hour	VT	1.10	1.10	1.20	9.09%
	Tenterden Leisure Centre car park over 4 hours	VT	11.00	11.00	12.00	9.09%
	Tenterden Leisure Centre car park Coach charge per hour	VT	1.70	1.70	1.85	8.82%
	Tenterden Leisure Centre car park Coach charge over 4 hours	VT	11.00	11.00	12.00	9.09%
On Street Parking Charges						
	Charge per hour before 6pm	EX	1.10	1.10	1.20	9.09%
	Charge after 6pm for parking up to 1 hour	EX	1.10	1.10	1.20	9.09%
	Charge after 6pm for parking over one hour	EX	3.00	3.00	3.30	10.00%
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 2020/21

Sale of Documents and Room Hire

Item	Description/Comments	VAT Indicator	Charge 2018/19	Charge 2019/20	Proposed Charge 2020/21	Increase / Decrease on 2019/20
			£	£	£	%
Minutes	Council and Committees (excluding the Planning Committee) - per annum	VT	192.37	198.14	204.08	3.00%
	- per cycle	VT	38.90	40.07	41.27	2.99%
	Cabinet only - per annum	VT	127.51	131.34	135.28	3.00%
	- per cycle	VT	26.11	26.89	27.70	3.01%
	Planning Committee only - per annum	VT	127.51	131.34	135.28	3.00%
	- per cycle	VT	26.11	26.89	27.70	3.01%
	A single committee and its Sub- Committee (excluding the Planning Committee) - per annum	VT	64.67	66.61	68.61	3.00%
	- per cycle	VT	13.42	13.82	14.23	2.97%
Agendas and Reports	Council and Committees (excluding the Planning Committee) - per annum	VT	344.38	354.71	365.35	3.00%
	- per cycle	VT	69.46	71.54	73.69	3.01%
	Cabinet only - per annum	VT	644.07	663.39	683.29	3.00%
	- per cycle	VT	27.60	28.43	29.28	2.99%
	Planning Committee only - per annum	VT	644.07	663.39	683.29	3.00%
	- per cycle	VT	27.60	28.43	29.28	2.99%
	A single committee and its Sub- Committee (excluding the Planning Committee) - per annum	VT	69.46	71.54	73.69	3.01%
	- per cycle	VT	14.46	14.89	15.34	3.02%
<i>NB Head of Legal and Democratic Services may determine a higher charge</i>						
Other Publications	Annual Budget Book / Statement of Accounts					
	- requested by individuals	VT	9.02	9.29	9.57	3.01%
	- requested by commercial bodies	VT	44.32	45.65	47.02	3.00%
	Council Year Book	VT	3.61	3.72	3.83	2.96%
	Copy of Lease, Order etc	VT	7.93	8.17	8.42	3.06%
Copy of Byelaws - Statutory Fee	VT	0.27	0.28	0.29	3.57%	
Room Hire	Council Chamber - Up to 4 hours	VT	163.69	164.00	164.00	0.00%
	- Full Day	VT	287.34	288.00	288.00	0.00%
	- Evening after 5pm	VT	263.48	264.00	264.00	0.00%
	Committee Rooms - Up to 4 hours	VT	85.79	86.00	86.00	0.00%
	- Full Day	VT	154.09	155.00	155.00	0.00%
	- Evening after 5pm	VT	148.30	149.00	149.00	0.00%

DISCRETIONARY & STATUTORY FEES 2020/21

Charge for the Supply of Information and Photocopies of Documents

Item	Description/Comments	VAT Indicator	Charge 2018/19 £	Charge 2019/20 £	Proposed Charge 2020/21 £	Increase / Decrease on 2019/20 %
General Photocopying	Per sheet of photocopy (for the first 10 sheets)	VT	0.38	0.39	0.40	2.56%
	Further Copies	VT	0.18	0.19	0.20	5.26%
Fax	First Page	VT	1.46	1.50	1.55	3.33%
	Each page thereafter	VT	0.78	0.80	0.82	2.50%
Notices and Extracts	Authenticated Building Control Regulation Approval or Completion Certificate	VT	10.36	10.67	10.99	3.00%
	Architects Plans (A3 & A4)	VT	0.38	0.39	0.40	2.56%
	Architects Plans (A2+)	VT	6.48	6.67	6.87	3.00%
Fact sheets	Major Development Proposals in Ashford (per page)	VT	1.77	1.82	1.87	2.75%
	All other fact sheets (per page)	VT	0.38	0.39	0.40	2.56%
Requests for Planning Information*		VT	55.85	57.53	59.26	3.01%
Requests for Building Control Information*		VT	55.85	57.53	59.26	3.01%
Inspection of approved Building Regulation Plans*		VT	55.85	57.53	59.26	3.01%
Gas and Pipeline Extracts*		VT	6.98	7.19	7.41	3.06%
Hard Copy Provision of Weekly List		VT	181.61	187.06	192.67	3.00%
Postage and Packing		VT	0.97	1.00	1.03	3.00%

*Fee for additional work on information that is freely available on website

DISCRETIONARY & STATUTORY FEES 2020/21

Cemetery Charges

Item	Description/Comments	VAT Indicator	Charge 2018/19 £	Charge 2019/20 £	Proposed Charge 2020/21 £	Increase / Decrease on 2019/20 %
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	1,152.86	1,190.00	3.22%
	(2) Double Grave Depth	NB	1,237.00	1,271.02	1,310.00	3.07%
	(3) Triple Grave Depth	NB	1,446.00	1,485.77	1,530.00	2.98%
	(4) Child under 3 months (Resident)	NB	FREE			
	(5) Child under 3 Months (Non Resident)	NB	80.00	82.20	85.00	3.22%
	(6) Child aged 3 to 5 years (Resident) <i>(NB If grave required to be reopened to enable further family burial(s) the fees in (2) and (3) apply)</i>	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) <i>(NB If grave required to be reopened to enable further family burial(s) the fees in (2) and (3) apply)</i>	NB	80.00	82.20	85.00	3.22%
	(8) Child aged 5 to 18 years (Resident) <i>(NB If grave required to be reopened to enable further family burial(s) the fees in (2) and (3) apply)</i>	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) <i>(NB If grave required to be reopened to enable further family burial(s) the fees in (2) and (3) apply)</i>	NB	260.00	267.15	275.00	2.94%
	(10) Cremated Remains Willesborough - Large Plot (section 58) Willesborough - Small Plot (section 42) Bybrook - Large Plot Bybrook - Small Plot	NB	403.00	414.08	427.00 387.00 427.00 387.00	
	(11) Single grave depth - includes boarding out with timber	NB	1,339.00	1,375.82	1,417.00	2.99%
Reopening of Existing Graves/Opening of Pre-Purchased Graves	(1) Single Grave Depth	NB	530.00	544.58	560.00	2.83%
	(2) Double Grave Depth	NB	650.00	667.88	690.00	3.31%
	(3) Triple Grave Depth	NB	930.00	955.58	985.00	3.08%
	(4) Cremated Remains	NB	111.00	114.05	now split - see below	
	- Single interment of ashes - Double interment of ashes at same time				118.00 167.00	

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

NB If not already detailed above a surcharge of 200% on the above scale of charges is made for persons who live outside of Ashford Borough. This is common practice with other authorities

DISCRETIONARY & STATUTORY FEES 2020/21

Cemetery Charges

Item	Description/Comments	VAT Indicator	Charge 2018/19 £	Charge 2019/20 £	Proposed Charge 2020/21 £	Increase / Decrease on 2019/20 %
Cemetery Charges - Tenterden Cemetery						
Composite Burial Fee for New Graves (Includes Digging Fee, Purchase of Right of Burial for 30 years and Wooden Marker)	(1) Single Grave Depth	NB	1,125.00	1,155.94	1,190.00	2.95%
	(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	1,651.19	1,700.00	2.96%
	(3) Child under 3 months (Resident)			FREE		
	(4) Child under 3 Months (Non Resident)	NB	80.00	82.20	85.00	3.41%
	(5) Child aged 3 to 5 years (Resident) <i>(NB If grave required to be reopened to enable further family burial(s) the fees in (2) and (3) apply)</i>			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) <i>(NB If grave required to be reopened to enable further family burial(s) the fees in (2) and (3) apply)</i>	NB	80.00	82.20	85.00	3.41%
	(7) Child aged 5 to 18 years (Resident) <i>(NB If grave required to be reopened to enable further family burial(s) the fees in (2) and (3) apply)</i>			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) <i>(NB If grave required to be reopened to enable further family burial(s) the fees in (2) and (3) apply)</i>	NB	260.00	267.15	275.00	2.94%
	(9) Cremated Remains - Garden of Remembrance - Large Plot	NB	472.00	484.98	500.00	3.10%
	(10) Cremated Remains - Garden of Remembrance - Small Plot	NB	326.00	334.97	345.00	3.00%
Reopening of Existing Graves/Opening of Pre-Purchased Graves	(1) Single Grave Depth	NB	606.00	622.67	640.00	2.78%
	(2) Double Grave Depth	NB	716.00	735.69	760.00	3.30%
	(3) Cremated Remains - Single interment of ashes	NB	182.00	187.01	193.00	3.21%
	- Double interment of ashes at same time	NB			245.00	

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

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DISCRETIONARY & STATUTORY FEES 2020/21

Cemetery Charges

Item	Description/Comments	VAT Indicator	Charge 2018/19 £	Charge 2019/20 £	Proposed Charge 2020/21 £	Increase / Decrease on 2019/20 %	
Cemetery Charges - All Cemeteries							
Purchase of Right of Burial for 30 Years (Applies to pre-purchase of graves and where burial rights were not purchased prior to introduction of composite)	(1) One grave space	NB	510.00	524.03	540.00	3.05%	
	(2) One cremation plot	NB	285.00	292.13	now split - see below		
	- Willesborough - Large plot (section 58)				301.00		
	- Willesborough - Small plot (section 42)				166.00		
	- Bybrook - Large plot				301.00		
	- Bybrook - Small plot				166.00		
	- Tenterden Large plot (Section F) - Tenterden Small plot (Section E)				301.00 166.00		
Right to Erect a Memorial	(1) Right to erect a headstone or tablet (including inscription to one person) (Resident)	NB	167.00	171.59	180.00	4.90%	
	- Adult						
	- Child up to 18 years	NB	FREE				
	(2) Right to erect a headstone or tablet (including inscription to one person) (Non Resident)	NB	334.00	343.19	355.00	3.44%	
	- Adult	NB	167.00	171.59	180.00	4.90%	
	- Child up to 18 years						
	(3) Right to erect a kerbstone (including inscription to one person) (Resident)	NB	241.00	247.63	255.00	2.98%	
	- Adult						
	- Child to 18 years	NB	FREE				
	(4) Right to erect a kerbstone (including inscription to one person) (Non Resident)	NB	482.00	495.26	510.00	2.98%	
- Adult	NB	241.00	247.63	255.00	2.98%		
- Child to 18 years							
(5) Additional inscription (per person after first)	VT	55.00	56.51	60.00	6.17%		
(6) Right to place a vase (including inscription to one person)	NB	80.00	82.20	85.00	3.41%		
Purchase of Wooden Cross Including Plaque	(Ashford Borough Cemeteries only)	VT	40.00	41.10	60.00	45.99%	
Purchase of Alternative Marker Including Plaque	(Ashford Borough Cemeteries only)	VT			50.00		
Family History Search	Per Name	VT	26.00	26.72	30.00	12.30%	
	Over 4 Names	VT	80.00	82.20	90.00	9.49%	

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DISCRETIONARY & STATUTORY FEES 2020/21

Cemetery Charges

Item	Description/Comments	VAT Indicator	Charge 2018/19 £	Charge 2019/20 £	Proposed Charge 2020/21 £	Increase / Decrease on 2019/20 %
WOODLAND BURIALS						
Bybrook Woodland Cemetery	Woodland Burial Fee including grave purchase, digging, plaque and post - one grave	EX	723.00	742.88	765.00	2.98%
	- two adjacent graves	EX	1,349.00	1,386.10	1,430.00	3.17%
	- double depth in new section	EX	1,349.00	1,386.10	1,430.00	3.17%
	Interment of cremated remains (in grave space) including grave purchase, digging, plaque and post	EX	621.00	638.08	657.00	2.97%
Tenterden Woodland Cemetery	Woodland Burial Fee including grave purchase, digging, plaque and post - one grave	EX	787.00	808.64	835.00	3.26%
	- two adjacent graves	EX	1,416.00	1,454.94	1,500.00	3.10%
	Interment of cremated remains (in grave space) including grave purchase, digging, plaque and post	EX	692.00	711.03	732.00	2.95%
Bybrook & Tenterden Woodland Cemetery	Further interment of cremated remains					
	- Ashford	EX	129.00	132.55	137.00	3.36%
	- Tenterden	EX	196.00	201.39	207.00	2.79%
	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	355.00	3.13%
	Grave reservation	EX	174.00	178.79	185.00	3.48%
<i>NB If not already detailed above a surcharge of 200% on the above scale of charges is made for persons who live outside of Ashford Borough. This is common practice with other authorities</i>						
OTHER RELATED CHARGES						
Transfer of Exclusive Right of Burial or Extention for a Burial of 5 Years	per request	EX	50.00	51.38	75.00	45.99%
		EX	88.00	90.42	100.00	10.60%
Selection of Grave Space at any Cemetery instead of using next available Grave						
Late Arrival at Cemetery of more than 30 Minutes		NB	100.00	102.75	105.00	2.19%
Exhumation of Coffin if Reburying in Same Plot		VT	AT COST	AT COST	AT COST	N/A
Exhumation of Coffin in Reburying in Different Plot		EX	AT COST	AT COST	AT COST	N/A
<i>NB If not already detailed above a surcharge of 200% on the above scale of charges is made for persons who live outside of Ashford Borough. This is common practice with other authorities</i>						

DISCRETIONARY & STATUTORY FEES 2020/21

Planning Services

Item	Description/Comments	VAT Indicator	Charge 2018/19 £	Charge 2019/20 £	Proposed Charge 2020/21 £	Increase / Decrease on 2019/20 %
Pre-Application Planning & Policy Advice	Level 1 will be charged for written advice on all proposals that will	VT	89.00	92.00	95.00	3.26%
	Level 2 will be charged for written advice on all minor developments	VT	172.00	177.00	182.00	2.82%
	Level 3 will be charged for meetings with officers (If the meeting is per hour or part thereof	VT	460.00	474.00	488.00	2.95%
Compliance Check <i>(Confirmation that a development has been built in accordance with the approved plans</i>	For domestic Development	VT	84.00	87.00	90.00	3.45%
	<i>For a Domestic proposal that requires a site visit</i>	VT	165.00	170.00	175.00	2.94%
Research of Planning History	To confirm whether or not permitted development rights have been <i>(Copies of Decision Notices are charged extra)</i>	VT	44.00 0.00	45.00 0.00	46.00 0.00	2.22%
Formal Complaint under High Hedges Legalisation		VT	469.00	483.00	497.00	2.90%

All other Statutory charges apply

DISCRETIONARY & STATUTORY FEES 2020/21

Monitoring Centre

Item	Description/Comments	VAT Indicator	Charge 2018/19 £	Charge 2019/20 £	Proposed Charge 2020/21 £	Increase / Decrease on 2019/20 %
Telecare/Lifeline						
Telecare Lifeline/Addition Installation (Within Kent)	One Off Payment per client	VT	30.00	35.00	80.00	128.57%
Telecare Lifeline/addition Postage and self install - Nation Wide	One off payment per client	VT	N/A	N/A	15.00	
Telecare Lifeline Installation (Outside Kent)	One Off Payment per client	VT	60.00	65.00	0.00	-100.00%
Telecare Lifeline Monitoring and Equipment Hire	Annual Fee per client	VT	161.00	166.00	160.00	-3.61%
Telecare Monitoring Fee only (no longer available to clients) - for purchased equipment - Prior to 1/04/11	Annual	VT	28.00	32.00	0.00	-100.00%
Supply of Second Pendant sensor	One off payment per client	VT	52.00	54.00	55.00	1.85%
Supply of Key safe - new style	One Off Payment per client	VT	76.00	78.00	70.00	-10.26%
Supply of Key release Door Chain - new style	One Off Payment per client	VT	61.00	63.00	63.00	0.00%
Telecare/Lifeline Equipment	Replacement of Equipment due to Damage/Non Return	VT	199.00	205.00	205.00	0.00%
Purchase of Safe Socket	One off payment per safe socket required	VT	22.00	23.00	25.00	8.70%
Purchase of BT Cable for Lifeline	One off payment per BT cable required	VT	12.00	13.00	15.00	15.38%
Purchase of Fall Detector	One off payment per fall detector	VT	103.00	106.00	110.00	3.77%
Purchase of Carbon Monoxide Detector	One off payment per Carbon Monoxide Detector	VT	118.00	121.00	121.00	0.00%
Purchase of Flood Detector	One off payment per Flood Detector	VT	103.00	106.00	110.00	3.77%
Purchase of Pendant Easy Press	One off payment per Pendant Easy Press	VT	16.00	17.00	10.00	-41.18%
Purchase of Smoke Alarm Detector	One off payment per Smoke Alarm Detector	VT	103.00	106.00	110.00	3.77%
Purchase of Power Cable	One off payment per Power Cable	VT	32.00	33.00	35.00	6.06%

DISCRETIONARY & STATUTORY FEES 2020/21						
LEGAL & ELECTORAL SERVICES						
Legal Fees						
Item	Description/Comments	VAT Indicator	Charge 2018/19 £	Charge 2019/20 £	Proposed Charge 2020/21 £	Increase / Decrease on 2019/20 %
S9 Agreements	(including caution/note on Register)	NB	311.00	311.00	320.00	2.89%
S9 Transfers	Plus Land Registry Fees	NB	311.00	311.00	320.00	2.89%
S106 (and supplementary) Deeds		NB	906.00	906.00	933.00	2.98%
Grazing Licences		NB	114.00	114.00	117.00	2.63%
Licences to Assign		NB	208.00	208.00	214.00	2.88%
Sales or Easements	Up to £2,500 in value	NB	297.00	297.00	306.00	3.03%
Sales or Easements	over £2,500 in value - Basic Fee Charge as listed plus 1% of actual sale price	NB	334.00	334.00	344.00	2.99%
Commercial Leases		NB	323.00	323.00	333.00	3.10%
Commercial lease renewals		NB	218.00	218.00	225.00	3.21%
Surrenders		NB	198.00	198.00	204.00	3.03%
Landlord consent etc		NB	105.00	105.00	108.00	2.86%
Transfer of Equity (mortgage)		NB	219.00	219.00	226.00	3.20%
Redemptions		NB	114.00	114.00	117.00	2.63%
Mortgagees Enquiries		NB	207.00	207.00	213.00	2.90%
Deed of Postponement		NB	94.00	94.00	97.00	3.19%
Release of expired Statutory Charge		NB	101.00	101.00	104.00	2.97%
Waiver (Improvement Grant)		NB	101.00	101.00	104.00	2.97%
Notice of Charge		NB	63.00	63.00	65.00	3.17%
Counterpart Lease		NB	63.00	63.00	65.00	3.17%
Engross Transfer/conveyance		NB	52.00	52.00	54.00	3.85%
Notice to Assign		NB	63.00	63.00	65.00	3.17%
Wayleaves		NB	182.00	182.00	187.00	2.75%
IMPORTANT NOTE: The above represent a minimum level of charge, not a fixed level of charge.						
Where the commercial value of the time worked on a matter exceeds the minimum charge stated above, the commercial value of the time (at a fair and reasonable hourly rate reflecting the skill and knowledge applied by the fee-earner; the urgency, importance, complexity and novelty of the work; the value involved; and all other relevant circumstances) will be charged unless it is deemed by the Head of Legal & Democracy (or, in her absence, a Principal Solicitor) to be inappropriate or unreasonable to charge the full commercial value.						
Electoral Services						
Confirmation of Registration letters	Letters required due to the credit reference agencies not updating their information	VT	10.00	10.00	No charge due to new legislation	
Postal votes pack	Postal votes pack (Charge to Parish Councils for by-elections)	VT	1.30	1.30	Actual	
Poll Cards	Poll card (Charge to Parish Councils for by-elections)	VT	0.60	0.60	Actual	
	Statutory Charges (restricted availability for full register and overseas lists)					
Sales of full and edited register	Data £20 plus £1.50 per 1,000 entries or part of 1,000	NB	21.50	21.50	21.50	0.00%
Sales of full and edited register	Printed £10 plus £5 per 1,000 or part of 1,000	NB	15.00	15.00	15.00	0.00%
Overseas electors List	Data £20 plus £1.50 per 100 entries or part of 100	NB	21.50	21.50	21.50	0.00%
Overseas electors List	Printed £10 plus £1.50 per 100 or part of 100	NB	11.50	11.50	11.50	0.00%

DISCRETIONARY & STATUTORY FEES 2020/21

Property Services

Item	Description/Comments	VAT Indicator	Charge 2018/19 £	Charge 2019/20 £	Proposed Charge 2020/21 £	Increase / Decrease on 2019/20 %
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	193.00	199.00	205.00	3.02%
Land sales - valuation	If external valuers are appointed, the charge will be the amount invoiced by the valuer. Initial 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 appropriate charge.	VT	297.00	306.00	315.00	2.94%
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	130.00	134.00	138.00	2.99%
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	130.00	134.00	138.00	2.99%
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	193.00	199.00	205.00	3.02%
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	411.00	423.00	436.00	3.07%
AutoCAD plan production fee	Production of drawings for the purpose of ABC legal agreements	VT	103.00	106.00	109.00	2.83%

DISCRETIONARY & STATUTORY FEES 2020/21

Property Services

Item	Description/Comments	VAT Indicator	Charge 2018/19	Charge 2019/20	Proposed Charge 2020/21	Increase / Decrease on 2019/20
Wayleaves - inspection/administration	The cost of the site inspection has not previously been charged for.	VT	130.00	134.00	138.00	2.99%
Garage and Parking Space Fees and Charges						
Garage and Parking Space Fees and Charges	Council Tenant Low per week	EX		7.99	10.50	31.41%
	Council Tenant High per week	EX		9.05	10.50	16.02%
	Non Council Tenant Low (plus VAT) per week	VT		9.59	12.60	31.39%
	Non Council Tenant High (plus VAT) per week	VT		10.86	12.60	16.02%
	Deposit for all new Garage Tenancies (new charge)	EX			One months rent	
	Parking Spaces (on garage sites only) per year in advance (new charge as we will be demolishing a number of garage sites and creating parking spaces, this will then be in place going forward)	VT			200.00	

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

DISCRETIONARY & STATUTORY FEES 2020/21

Other Charges

Item	Description/Comments	VAT Indicator	Charge 2018/19 £	Charge 2019/20 £	Proposed Charge 2020/21 £	Increase / Decrease on 2019/20 %
Waste Collection						
Bulky Collection	Base Charge	NB	24.00	24.00	25.00	4.17%
Garden Waste Bins	Wheelie Bin for Garden Waste	NB	37.50	37.50	37.50	0.00%
Garden Waste Bins (DD charge)	Wheelie Bin for Garden Waste	NB	35.00	35.00	37.50	7.14%
Full household bin set (new developments)	Set of one recycle (240L) one refuse (180L) one food caddy (23L) and one silver kitchen caddy (5L)	NB	75.00	75.00	77.00	2.67%
Recycle bin	Green (240L)	NB			40.00	
Refuse bin	Black (180L)	NB			40.00	
Food caddy	Orange & black (23L)	NB			10.00	
Kitchen food caddy	Silver (5L)	NB			8.00	
Food bin	Orange & black (140L)	NB			35.00	
Bulk refuse bin	1100L steel/black lid	NB		Cost recovery	345.00	
Bulk refuse bin	1100L steel/black lid (each additional bulk refuse bin in same delivery)	NB		Cost recovery	300.00	
Bulk recycle bin	1100L full green	NB		Cost recovery	370.00	
Bulk recycle bin	1100L full green (each additional bulk recycle bin in same delivery)	NB		Cost recovery	330.00	
Dog Warden Fees						
Stray Dogs	Statutory fee for dog not being on lead	NB	27.00	28.00	25.00	-10.71%
Dog Control Costs	Collection/delivery of dog	NB	41.00	42.00	45.00	7.14%
Kennelling costs	Per 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	31.00	32.00	33.00	3.13%
Vetinary Treatment	As required	NB		Cost Recovery		

DISCRETIONARY & STATUTORY FEES 2020/21

Other Charges

Item	Description/Comments	VAT Indicator	Charge 2018/19	Charge 2019/20	Proposed Charge 2020/21	Increase / Decrease on 2019/20
Allotment Rents						
Plot rent		NB	6.00	7.00	7.00	0.00%
Key Deposit		NB	25.00	25.00	25.00	0.00%
Concessionary rate rent	50% for 1st 5 perch, full price after	NB	3.00	3.50	3.50	0.00%
Chilmington Road Travellers Site						
Rent	Charge per week	NB	46.15	47.53	48.96	3.00%
Service Charge	Charge per week	NB	35.92	37.00	38.11	3.01%
Mobile Homes						
Annual monitoring fee	Charge per pitch	NB	5.40	5.40	3.90	-27.78%
Check & Depositing Site Rules		NB	63.00	65.00	67.00	3.08%
Site Licence Application Fees	Band 1 - 1-10 pitches	NB	402.00	414.00	380.50	-8.09%
	Band 2 - 11-50 pitches	NB	470.00	484.00	425.50	-12.09%
	Band 3 - 51-99 pitches	NB	654.00	674.00	562.00	-16.62%
	Band 4 - 100-199 pitches	NB	790.00	814.00	697.00	-14.37%
	Band 5 - 200+ pitches	NB	978.00	1007.00	854.50	-15.14%
Application to transfer a site licence	Band 1 - 1-10 pitches	NB	80.00	82.00	76.10	-7.20%
	Band 2 - 11-50 pitches	NB	94.00	97.00	85.10	-12.27%
	Band 3 - 51-99 pitches	NB	131.00	135.00	112.40	-16.74%
	Band 4 - 100-199 pitches	NB	158.00	163.00	139.40	-14.48%
	Band 5 - 200+ pitches	NB	196.00	202.00	170.92	-15.39%
Application to amend a site licence	Band 1 - 1-10 pitches	NB	134.00	138.00	125.57	-9.01%
	Band 2 - 11-50 pitches	NB	157.00	162.00	140.42	-13.32%
	Band 3 - 51-99 pitches	NB	218.00	225.00	185.46	-17.57%
	Band 4 - 100-199 pitches	NB	263.00	271.00	230.01	-15.13%
	Band 5 - 200+ pitches	NB	326.00	336.00	281.99	-16.07%
Homelessness						
Copy of File		VT	10.00	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	86.00	120.00	120.00	0.00%
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	311.00	320.00	330.00	3.13%

DISCRETIONARY & STATUTORY FEES 2020/21

Other Charges

Item	Description/Comments	VAT Indicator	Charge 2018/19	Charge 2019/20	Proposed Charge 2020/21	Increase / Decrease on 2019/20
Charge for making an emergency prohibition order - Housing Act 2004		NB	207.00	213.00	219.00	2.82%
Charge for undertaking emergency remedial action (Housing Act 2004)	Charge between £100 - £500, depending on the extent of emergency works carried out	VT	100 - 500	100 - 500	100 - 500	N/A
Penalty Charge notices - the smoke and carbon monoxide alarm regulations 2015	First Offence £5,000, an early payment will attract a discount of 50% making it £2,500 For subsequent offences the penalty will be £5,000 to deter continued non-compliance. No early payment discount would apply	NB	2,500.00	2,500.00	2,500.00	0.00%
		NB	5,000.00	5,000.00	5,000.00	0.00%
House in Multiple Occupation Licence Fee	Five Year Licence - 1st property Five Year Licence - subsequent properties	NB	397.00	563.71	563.71	0.00%
		NB	365.00	365.00	563.71	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%
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	60.00	60.00	60.00	0.00%
	Liability orders	NB	65.00	65.00	65.00	0.00%
Business Rates						
Court costs	Summons costs	NB	0.00	0.00	0.00	0.00%
	Liability orders	NB	180.00	180.00	180.00	0.00%

DISCRETIONARY & STATUTORY FEES 2020/21

Other Charges

Item	Description/Comments	VAT Indicator	Charge 2018/19	Charge 2019/20	Proposed Charge 2020/21	Increase / Decrease on 2019/20
Land Charges						
Standard Search Fee	Domestic Properties	NB			Cost Recovery	
	Non-Domestic Properties	NB			Cost Recovery	
Extra Questions		NB			Cost Recovery	
	<i>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.</i>					
Street Administration						
Street Naming and numbering	1 Unit	NB	51.00	53.00	55.00	3.77%
	2-10 units	NB	43.00	44.00	45.00	2.27%
	Over 10 units	NB	39.00	40.00	41.00	2.50%
New Street Name		NB	124.00	128.00	132.00	3.13%
Rename Existing Street		NB	265.00	273.00	281.00	2.93%
Address Change	per property	NB	51.00	53.00	55.00	3.77%
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	41.00	42.00	43.00	2.38%

VAT Indicator:

NB = Non Business no VAT

EX = Exempt from VAT

VT = Exclusive of VAT