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Date: 03 December 2018
Our ref: Cabinet/Agenda
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CABINET

13 DECEMBER 2018

A meeting of the Cabinet will be held at **7.00 pm on Thursday, 13 December 2018** in the Council Chamber - Council Offices.

Membership:

Councillor Bayford (Chairman); Councillors: Savage, Ashbee, Game and I Gregory

AGENDA

Item
No

Subject

1. **APOLOGIES FOR ABSENCE**

2. **DECLARATIONS OF INTEREST**

To receive any declarations of interest. Members are advised to consider the advice contained within the Declaration of Interest form attached at the back of this agenda. If a Member declares an interest, they should complete that form and hand it to the officer clerking the meeting and then take the prescribed course of action.

3. **MINUTES OF PREVIOUS MEETING** (Pages 3 - 4)

To approve the summary of recommendations and decisions of the Cabinet meeting held on 15 November 2018, copy attached.

4. **CORPORATE PERFORMANCE REPORT Q2 2018/19** (Pages 5 - 28)

5. **Q2 BUDGET MONITORING REPORT 2018-19** (Pages 29 - 38)

Declaration of Interest form - back of agenda



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CABINET

Minutes of the meeting held on 15 November 2018 at 7.00 pm in Council Chamber - Council Offices.

Present: Councillor Bayford (Chairman); Councillors Savage, Game and I Gregory

In Attendance: Councillors Campbell, Connor, Crow-Brown, Dexter, Edwards, Jaye-Jones, Parsons, Rogers, Rusiecki, D Saunders, M Saunders, Shonk, Stummer-Schmertzing and Wright

532. APOLOGIES FOR ABSENCE

Apologies were received from Councillor Ashbee.

533. DECLARATIONS OF INTEREST

There were no declarations of interest.

534. MINUTES OF PREVIOUS MEETING

Councillor Savage proposed, Councillor Game seconded and Members agreed the minutes as a correct record of the meeting that was held on 18 October 2018.

535. HOUSING ACQUISITION PROGRAMME

Cabinet was advised that new homes were urgently needed to assist households on the Council's housing list and those who were homeless and living in temporary accommodation. As at October 2018, there were 135 households living in temporary accommodation.

It was indicated that the housing contributions of £727,600 to be used for the acquisition programme were secured by the Council as part of the conditions attached to the 2004 permission of the Royal Sands Development, which was received in 2017. The condition required that the contributions would be allocated for affordable housing in the local area.

Over the past seven years an average 73 new affordable homes were provided each year by the council and its housing association partners. The Strategic Housing Market Assessment completed in 2016 identified a need for 397 affordable homes per year. The housing contribution highlighted above would make significant contributions towards that target,

Councillor Campbell spoke under Council Procedure Rule 20.1.

Councillor Game proposed, Councillor Savage seconded and Cabinet agreed:

1. To the principles set out in this report for a further acquisition programme of between 3 and 4 homes;
2. To allocate £727,600 of Housing Contributions to fund the programme;
3. To delegate authority to the Head of Housing & Planning services, to complete the acquisition of new homes within the programme.

536. 2019-20 FEES AND CHARGES

Cabinet discussed proposals for fees and charges for 2019/20. The proposed overall increase was about 2% and would generate an additional £189,000 to help reduce the 2019/20 budget gap.

Members acknowledged that although Cabinet had to make the difficult decision of putting forward an increase in charges, it was important to note that a number of charges in the proposals had been reduced.

Following feedback from residents, parking hourly rates in Joss Bay, Chandos Square, Minnis Bay and St Mildred's Bay have been reduced. Charges for domestic clinical waste collection had been completely removed from the list and many other fees remain unchanged from last year.

Cabinet noted that the fees and charges proposals for 2019/20 were going to be considered by the Finance Scrutiny Panel on 20 November, before they were presented to Full Council in December.

Councillor Campbell and Councillor Jaye-Jones spoke under Council Procedure Rule 20.1.

Councillor Gregory proposed, Councillor Savage seconded and Cabinet agreed:

1. The proposed fees and charges as listed in Annex 1;
2. To recommend the proposed fees and charges to Full Council for final decision.

Meeting concluded: 7.17 pm

Corporate Performance Report Quarter 2 2018-19

Cabinet	13 December 2018
Report Author	Tim Willis, Deputy Chief Executive and S.151 Officer
Portfolio Holder	Councillor Ian Gregory, Cabinet Member for Financial Services and Estates
Status	Information
Classification:	Unrestricted
Key Decision	No
Ward:	All Wards

<p>Executive Summary: This report presents the latest Corporate Performance Report up to September 2018 setting out the performance of the Council against the Corporate Plan.</p>
<p>Recommendation(s): To note the Council's performance for the period up to 30 September 2018.</p>

CORPORATE IMPLICATIONS	
Financial and Value for Money	All activities listed have been planned within the Council's agreed budget. Remedial actions will usually be carried out within existing budgets, where this is not possible funding proposals will be taken through the appropriate channels in keeping with the Council's established financial controls.
Legal	There are no legal implications directly arising from this report.
Corporate	This is the monitoring report against the Corporate Priorities as agreed at Council on 15 October 2015 and details the performance against the targets set.
Equalities Act 2010 & Public Sector Equality Duty	<p>Members are reminded of the requirement, under the Public Sector Equality Duty (section 149 of the Equality Act 2010) to have due regard to the aims of the Duty at the time the decision is taken. The aims of the Duty are: (i) eliminate unlawful discrimination, harassment, victimisation and other conduct prohibited by the Act, (ii) advance equality of opportunity between people who share a protected characteristic and people who do not share it, and (iii) foster good relations between people who share a protected characteristic and people who do not share it.</p> <p>Protected characteristics: age, gender, disability, race, sexual orientation, gender reassignment, religion or belief and pregnancy & maternity. Only aim (i) of the Duty applies to Marriage & civil partnership.</p>

	Please indicate which aim is relevant to the report.	
	Eliminate unlawful discrimination, harassment, victimisation and other conduct prohibited by the Act,	
	Advance equality of opportunity between people who share a protected characteristic and people who do not share it	✓
	Foster good relations between people who share a protected characteristic and people who do not share it.	
<p>The report looks to monitor the performance of the Council across all the residents within the District.</p> <p><i>An Equalities Impact Assessment has been undertaken and there is no reason to state at this time that the content of the Corporate Priorities will negatively impact on any groups with protected characteristics. The priorities focus on improving the quality of life in Thanet for all. Opportunities to further the aims of the Duty will be investigated during equality impact analysis of individual projects, plans and strategies arising from the priorities.</i></p>		

CORPORATE PRIORITIES	
A Clean and Welcoming Environment	✓
Promoting Inward Investment and Job Creation	✓
Supporting Neighbourhoods	✓

CORPORATE VALUES	
Delivering Value for Money	✓
Supporting the Workforce	✓
Promoting Open Communications	✓

1.0 Introduction and Background

- 1.1 The Council's Corporate Plan (CP) 2015-2019 was approved by Council on 15 October 2015. It sets out three key priorities the Council will focus on over the next four years with three corporate values that identify the way the council will work in order to deliver its priorities.
- 1.2 Annex 1 shows trend information on Key Performance Indicators and contextual information to ascertain the progress of the District against the corporate priorities and values.

2.0 Current Performance

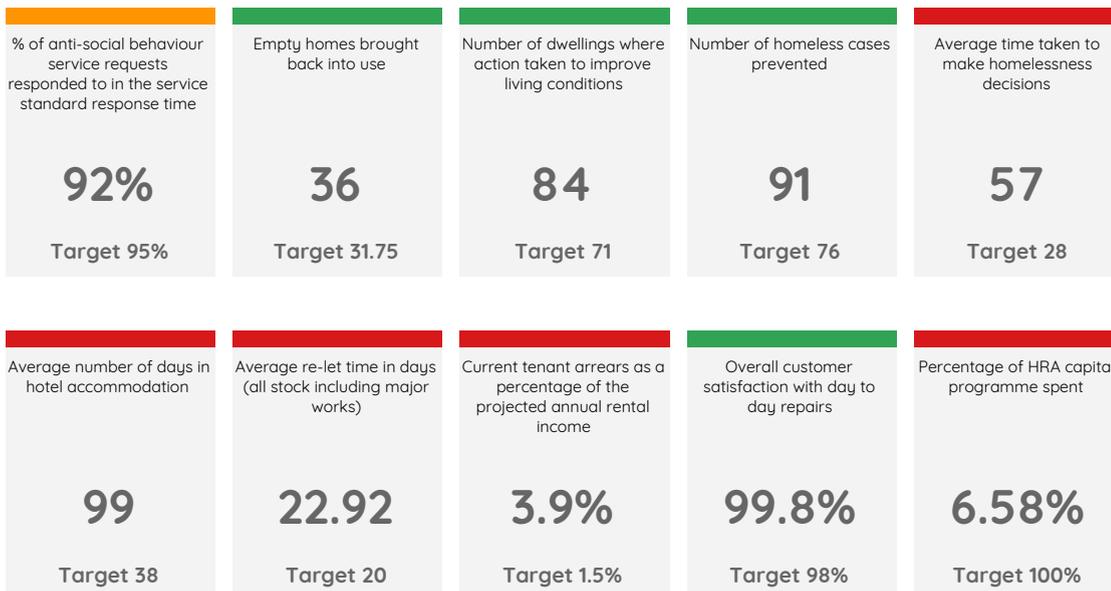
- 2.1 The information attached outlines the Council's performance for the quarter ended September 2018. The following table summarises performance against targets:

Section of Report	R	A	G
Clean and Welcoming Environment	1	1	4
Supporting Neighbourhoods	5	1	4
Promoting Inward Investment and Job Creation	0	1	2
Statistical Information	3	0	7
Total	9	3	17

2.2 A Clean and Welcoming Environment



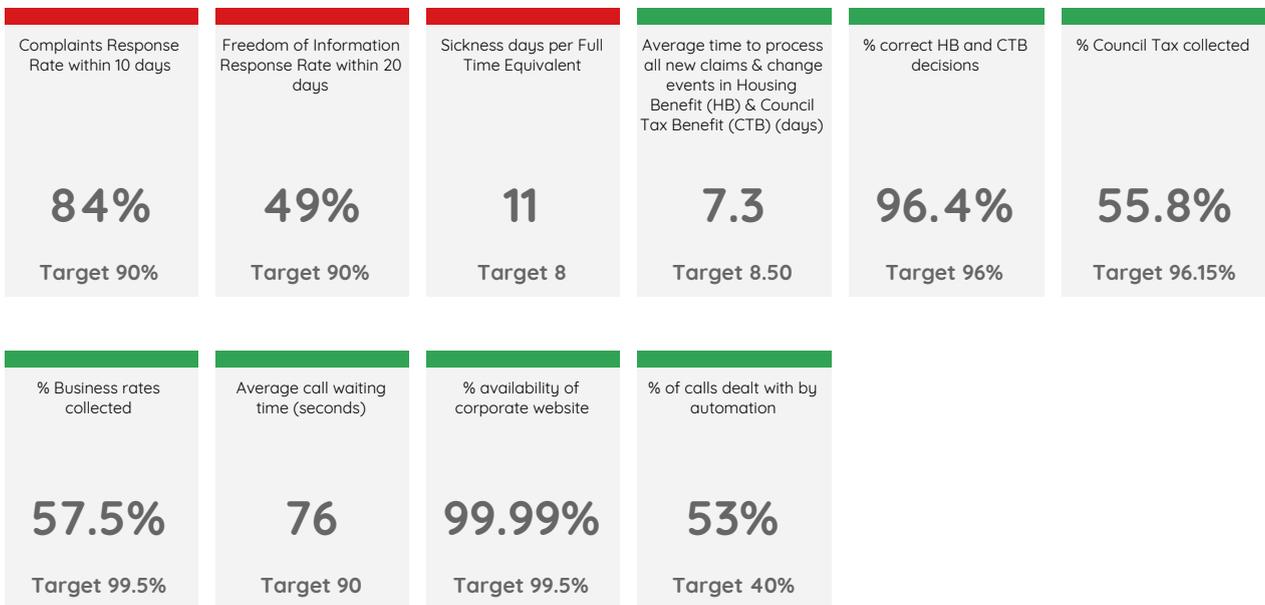
2.3 Supporting Neighbourhoods



2.4 Promoting Inward Investment and Job Creation



2.5 Statistical Information



3.0 Options

3.1 Cabinet to note the content of this report and any recommendations from Finance, Budget & Performance Scrutiny Panel on the 30 August 2018

4. Response to cabinet and Finance, Budget & Performance Scrutiny Panel recommendations

4.1. Please see the following responses to the [decision on Q1 from the Finance, Budget & Performance Scrutiny Panel recommendations](#)

4.2. Recommendation 1 - Business Counts

The Performance Report for Q2 has been amended to include the Thanet Business counts with a comparison to the Kent figures - this is contained in Annex 1 Key Performance Trends. Details of the Thanet statistics compared with individual Kent authority figures will also be provided for members at the meeting.

4.3. Recommendation 2 - Targets for Contextual measures

As we are part way through the current performance year and Service Plans are already in place, we will be reviewing the addition of new targets against our contextual measures as part of the new performance year 2019-20. The team notes the recommendation and will

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ensure that targets are set for key areas of public interest. If there are any areas where this is not possible, for example, data recorded by another organisation, then a clear explanation will be provided to explain why a target has not been set.

Contact Officer:	Hannah Thorpe – Head of Communications
Reporting to:	Tim Willis – Deputy Chief Executive and S.151 Officer

Annex List

Annex 1	Annex 1 – Key Performance Trends
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Background Papers

Title	Details of where to access copy
Corporate Priorities 2015-2019	http://tdc-mgapp-01:9070/ieListDocuments.aspx?CId=141&MId=4084&Ver=4
Corporate Priorities 2015-2019, Equalities Impact Assessment	Email: Carol.cook@thanet.gov.uk

Corporate Consultation

Finance	Matthew Sanham, Corporate Finance Manager (Service Support)
Legal	Tim Howes, Director of Corporate, Director of Corporate Governance & Monitoring Officer

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Annex 1 Corporate Performance Report - Performance Indicators

Thanet District Council

Update from the Chief Executive

At the end of Quarter 2, I'm pleased to report an overall improvement in our performance with 17 measures now at or exceeding their target. This is testament to the hard work of our officers and a continued drive to focus on the things that matter most to local people.

It's positive to note that the council is exceeding targets when it comes to the levels of detritus and graffiti on our streets thanks to targeted action to resolve this. Although there is more work to do to address the levels of litter and public perception around this, over a 12 month period, the council has issued 1,874 litter



fixed penalty notices and carried out 1,310 street scene enforcement actions. We will be looking to focus more on joint initiatives with the public to ensure the message is clear that it is never acceptable to drop litter or dump rubbish. Our recent release of CCTV footage in the media of a significant fly tip is part of our approach to ensure that those responsible are held to account.

Work continues at pace to address homelessness in the district. Since the start of the year, the team has prevented 213 cases, compared to 99 for the same period in 2017 and Thanet now has no families housed in hotel accommodation. The new duties through the Homelessness Reduction Act have made a positive impact and mean the council is targeting more resource to support some of the most vulnerable people in the district. We expect to see our other measures in this area improve as a result despite this being a significant challenge both for TDC and also at a national level.

Finally, following recommendations from Scrutiny, I'm pleased to confirm that we will be reviewing the way we monitor and report performance around some of our contextual indicators next year. We will ensure that targets are set for the areas which we know are important to local people - such as enforcement and dumped rubbish, so we can continue to provide reassurance that the council is working hard to address this.

The targets are RAG rated

Red	Below target.
Amber	Actuals are within 5% of the target.
Green	At target or above target.
	Does not have a target for information.

A Clean and Welcoming Environment

We want to encourage pride in our district by keeping Thanet clean. We are determined frontline services get it right.



Green

% of Environmental Health service requests responded to in the service standard response time
(LI369) (rolling 12 months)



The team has worked hard to continually increase their response times. Having a fully resourced team has had a positive impact on the figures with the target being exceeded.

Target 95% Higher figure is best

Green

Missed Bins as % of bins collected
(rolling 12 months)



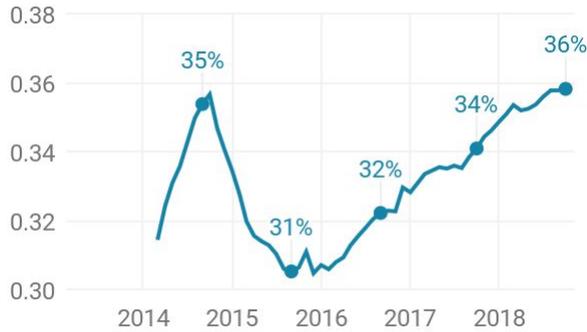
We have improved performance this quarter despite challenging issues, such as vehicle maintenance issues and [ongoing access issues](#). The vehicle replacement programme is also helping to tackle this as the new vehicles are more flexible and agile. The missed bin collection still averages around 50 missed bins per day out of 18,000 successful collections.

Target 0.15% Lower figure is best

Amber

% of household waste sent for reuse, recycling and composting

(NI 192) (rolling 12 months)

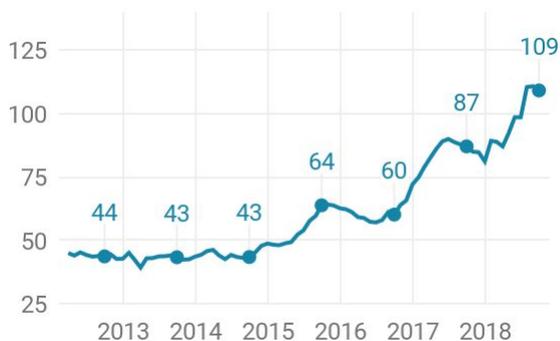


We're improving our overall performance and are now close to target. This has been achieved through regular training of staff, by not contaminating recycling streams, issuing information to the public regarding contamination and ongoing education on recycling to increase [resident participation](#).

Target 36.4% Higher figure is better

Number of street scene enforcement actions

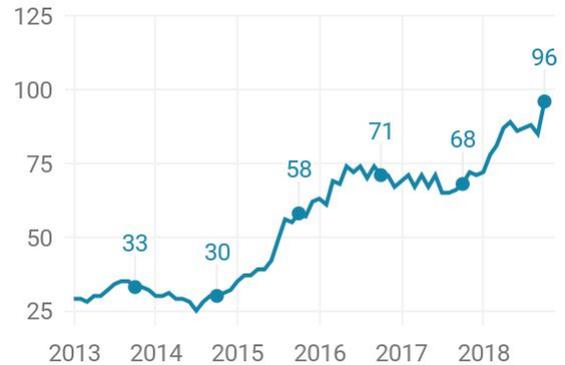
(LI362) (rolling 12 months)



1310 street scene enforcement actions were carried out in the last 12 months. A complete review has taken place to change the data used to include all enforcement actions undertaken. We continue to utilise more of the legislative tools and powers available to the enforcement team.

Number of dumped rubbish incidents reported on council-owned land

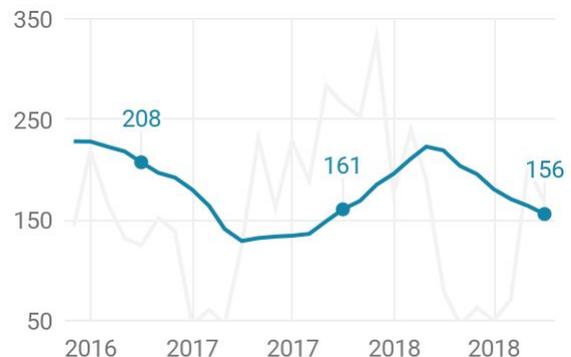
(LI364) (rolling 12 months sum)



We are continuing to use more powers to enforce against dumped rubbish and are making it easier for the public to report dumped rubbish incidents, hence the continued increase in reports. Our long-term plan is to increase targeted enforcement and court prosecutions to start to reduce the number of incidents.

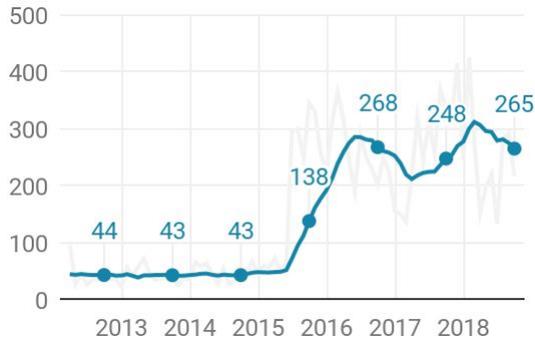
Number of enforcement actions (Litter Fixed Penalty Notices - Environmental Enforcement Contract)

(LI362) (rolling 12 months)



1874 Litter Fixed Penalty Notices have been issued over the last 12 months.

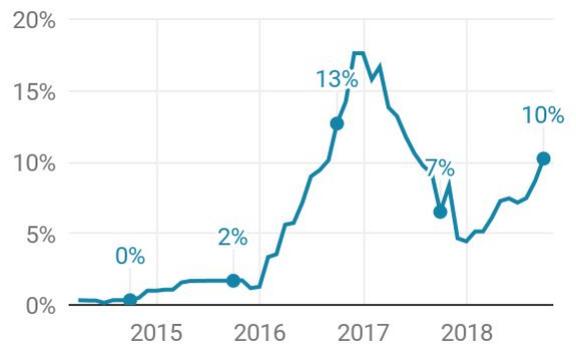
Number of combined street scene enforcement actions (LI362) (rolling 12 months)



3,184 street scene enforcement actions were carried out in the last 12 months

Red

% streets with litter below acceptable levels (NI195a) (rolling 12 months)



This quarter has seen a slight increase due to seasonal resources concentrating on seafront areas and litter collection. We now carry out more stringent inspections which is helping us to target our resources more effectively. we are confident that these targeted resources will enable us to achieve the target.

Target 5.0% Lower figure is better

Green

% streets with detritus below acceptable levels (NI195b) (rolling 12 months)



Mechanical sweepers became operational in 2017 and contribute to the significant improvement in our performance.

Target 7.0% lower figure is better

Green

% streets with graffiti below acceptable levels (NI195c) (rolling 12 months)



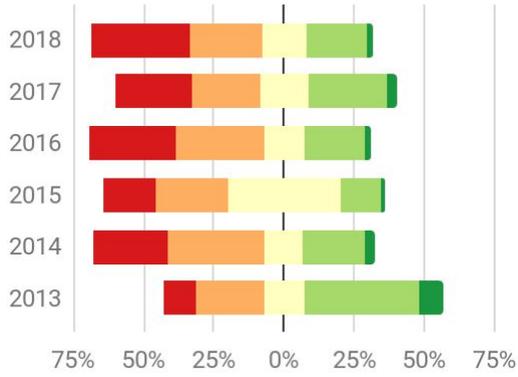
We have seen previously an increase of graffiti incidents, however, our new graffiti cleaning and enforcement service is starting to reduce these figures.

Target 1.4% lower figure is better

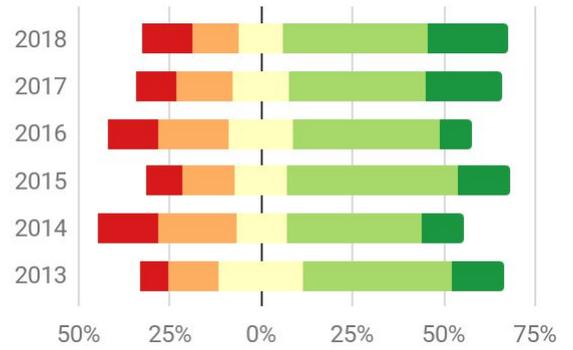
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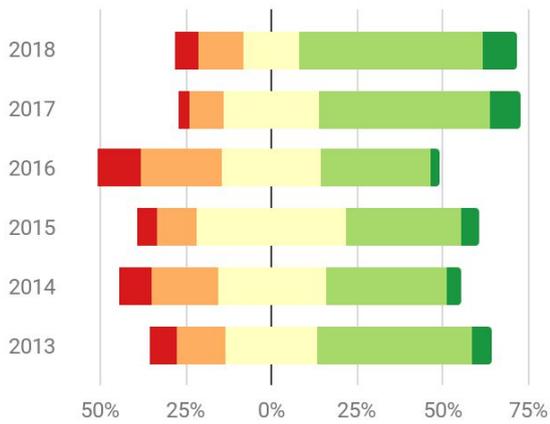
Public opinion of the Street Cleaning Service (annual survey)



Public opinion of the Recycling Service (annual survey)



Public opinion of Parks and Open Spaces (annual survey)



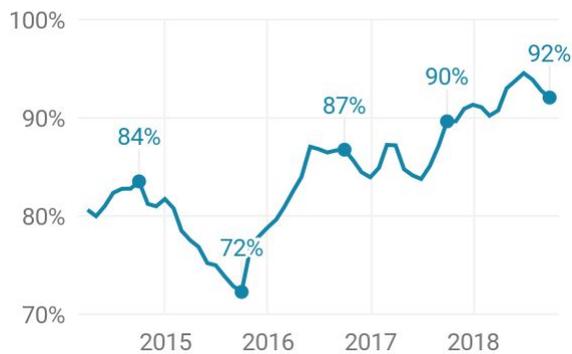
Supporting Neighbourhoods

We will work with partner agencies through the Thanet Health and Wellbeing Board to support people to make better lifestyle choices and operationally through our range of services provided directly to residents.



Amber

% of anti-social behaviour service requests responded to in the service standard response time
(rolling 12 months)



The team has worked hard to increase the number of cases which are receiving response rates within the service standard. We aim to continue to improve this and introduced this indicator specifically to address this.

Target 95% Higher figure is best

Number of Crimes per 1,000 of the population
(rolling 12 Months) (LI300)



The data for all recorded victim-based crimes for Thanet shows an increase. The Police force has previously stated that an increase in public confidence in reporting crime, improved recording practices, the introduction of new crime types and the inclusion of offences not previously recorded have all influenced these statistics.

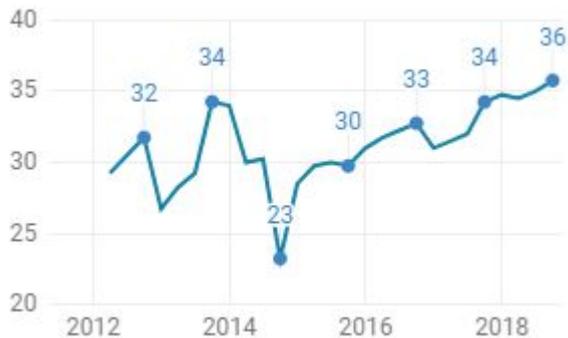
The District Commander, Chief Inspector Adley, will be attending the Executive, Policy & Community Safety Scrutiny Panel in November to present the local crime figures.

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Green

Empty homes brought back into use
(per quarter) (LI401) (rolling 12 months)



The empty property team has continued to see strong results in the quarter and have exceeded their rolling target for the period, with 143 empty homes brought back into use over the past 12 months. The team's work combines support and encouragement for owners with robust enforcement when appropriate. We have a dedicated email address for empty property reports; empty.homes@thanet.gov.uk. A short video is available online to further raise the initiative's profile: <https://www.thanet.gov.uk/your-services/using-empty-properties/empty-property/>

Target 31.75 Higher figure is best

Green

Number of dwellings where action taken to improve living conditions
(category 1 and 2 hazards) (LI543)

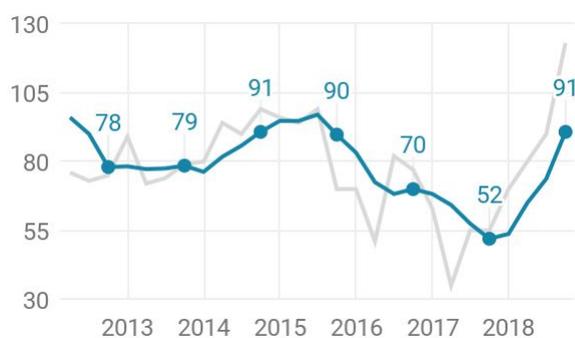


A strong performance during the first two quarters of 2018/19 has seen the rolling average increase to 84, exceeding the target. During the first two quarters, a total of 194 homes were improved, compared to 179 for the same period last year. The team continues to pursue proactive initiatives, including a selective licensing inspection programme and a number of rogue landlord interventions that have increased the number of homes that have been inspected. We continue to take a robust approach to enforcement when we identify hazards in homes that we inspect, and ensure that successful prosecutions are highlighted with the media.

Target 71 Higher figure is best

Green

Number of homeless cases prevented
(LI405D) (per quarter) (rolling 12 months)



The new Homelessness Reduction Act 2017 came into effect on 3 April 2018 and has refocused the service on homelessness prevention. As a result 90 cases were prevented in quarter 1, increasing to 123 cases in the last quarter. The total is 213 for both quarters compared to 99 for the same period in in 2017. Most have been achieved through access to the discretionary housing payments and further work on landlords and agents is a priority to really enhance prevention through the incentive scheme. The new duties have made a positive impact and the aim to to increase prevention activity further.

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Target 76 Higher figure is best

Red

Average time taken to make homelessness decisions

(rolling 12 months)



This indicator has seen an increase over time due to the growing number of homeless cases and the work required to reach a decision. Homeless Officers have been working through all cases that had applied prior to 3 April 2018 (legacy cases) under the previous legislation and have nearly cleared this workload, with only 2 remaining cases. Clearing this work has meant that this indicator has remained high during this period.

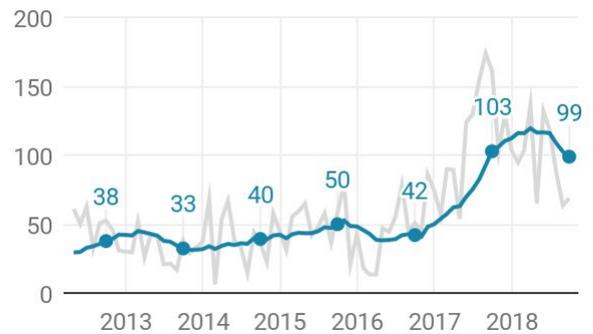
The last quarter showed a reduction of the number of decisions when compared to the same quarter in 2017, down from 116 to 106 (8.5%). We anticipate that this indicator will improve once the remaining legacy cases have been resolved.

Target 28 Lower figure is better

Red

Average number of days in hotel accommodation

(rolling 12 months)



Over the last 2 quarters a lot of effort has been made to reduce the use of hotel accommodation. This has resulted in no families in this type of accommodation and, by the end of the quarter, only 2 single person households remained. This indicator is based upon the total time that households have spent in hotel accommodation at the point when they move on. During the last quarter we successfully moved on some long-standing and complex cases. We are working hard to ensure that households are not placed in hotel accommodation for longer than 6 weeks and expect this indicator to reduce over the coming quarters.

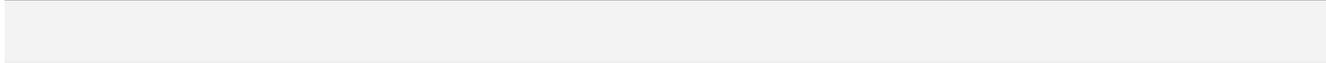
Target 38 Lower figure is better

Number of empty homes in the district

(empty for more than 6 months)

Description	Mar-2016	Sep-2018	% change since Mar 2016	Change since Mar 2016
Second Homes (Unoccupied and furnished)	1,370	1,622	18%	
Unoccupied and unfurnished	614	522	-15%	-92
Unoccupied and unfurnished for more than 2 years	244	261	7%	17
Unoccupied and unfurnished, requires or undergoing major repair and/or structural alteration	106	217	105%	111
Property left empty by a deceased person, waiting for probate or letters of administration to be granted	103	218	112%	115
Other	51	63	24%	12
Total (Excluding Second homes)	1,118	1,281	15%	163
Total (including second homes)	2,488	2,903	17%	415

Since March 2016 the overall number of empty properties in the district has increased by 17%. This is despite the continued good work completed by the housing service to bring empty homes back into use. The most significant increase has been for those properties that require or are undergoing major repairs or alterations. The financial viability of these projects is often a barrier to owners completing the work and the service targets the most problematic empty properties for proactive intervention. The underlying causes of this increase are complex, but background economic issues, linked to the local housing market play a significant role. Over a longer time period, since 2008 the overall numbers of empty properties has fallen.

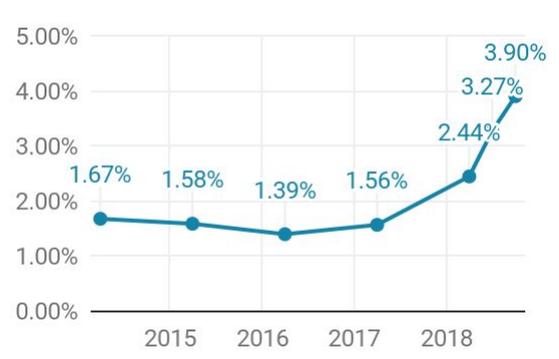


Average re-let time in days (all stock including major works)



Performance is outside target at 28.5 calendar days for the quarter. Over the year the condition of a number of void properties has been very poor resulting in an increased scope of work, timescales and costs. These works include, damp treatment and the

Current tenant arrears as a percentage of the projected annual rental income



Performance is outside target, with Universal Credit (UC) continuing to have a negative impact on arrears. As at the end of September 2018, there were 578 UC cases in Thanet and these made up £285,360 (approx. 56%) of the arrears. In addition to

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replacement of components beyond their economic life requiring renewal to address Decent Homes Standard (DHS) failures. On average, 22.45 days per void was time with the contractor undertaking void works. Of this time, an average of 9 days per property can be attributed to asbestos removal. Asbestos was present in approx. 45% of all voids and is a particular issue within flats.

Target 20 Lower figure is better

this UC cases require three to four times the staff resource as routine Housing Benefit (HB) cases and this is impacting our ability to manage all arrears cases. EKH has proposed additional resource to enable non UC case performance to be returned to normal levels and the forecast increase in UC cases to be managed effectively.

Target 1.5% Lower figure is better

Green

Overall customer satisfaction with day to day repairs



Satisfaction has met target for the quarter reflecting the high level of performance overall from our main repairs contractor, Mears.

Target 98% Higher figure is better

Red

Percentage of HRA capital programme spent

6.58%

The target measures spend (invoices received and paid). This indicates a low percentage (6.58%) against target and is reflective of the delays in progressing programme delivery, time taken to develop larger scale projects and to procure contracts through which the work may be delivered. This continues to be one of the most challenging areas for EKH and proposals for delivering improvements are being developed. Commitments (orders issued and invoices yet to be received) and Surveyed (orders to be raised) total £1,275,662 (23.95%). The detailed Q2 review to identify carry forward (for projects that have encountered delays and that span two or more financial years) and savings (underspend against original budget provision) is taking place and is expected to result in a reduced programme for 2018/19.

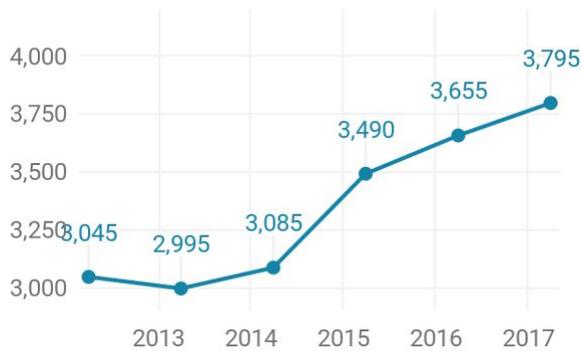
Target 100% Higher figure is better

Promoting Inward Investment and Job Creation



Source: Jeff Spicer/Getty Images

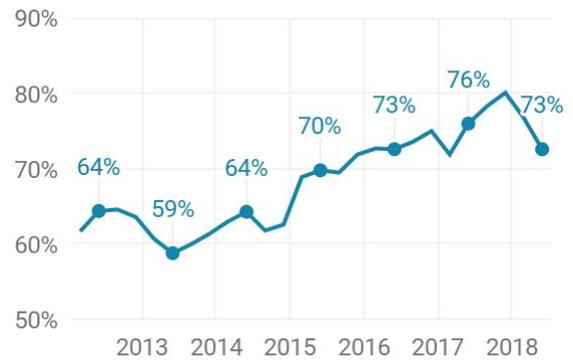
Count of Enterprises in Thanet
(nomis data)



Thanet has seen 27% increase in the number of enterprises from March 2012. This increase is more than the South East increase of 20% and the Kent increase of 21%

Higher figure is better

All people - Economically active - In employment (nomis data)



Over the last three years employment levels have continued to increase.

Thanet has successfully reduced the employment gap compared to other areas of the South East, with the last year showing the highest levels since 2004

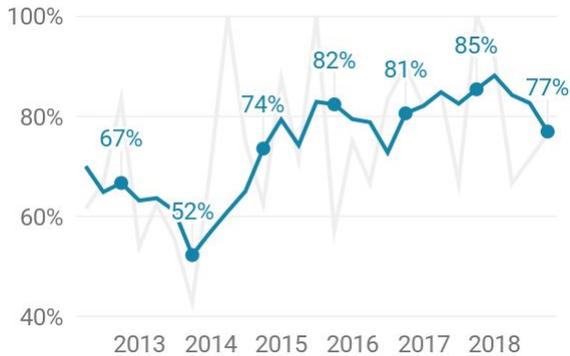
Higher figure is better

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Amber

Major Planning Applications determined within 13 weeks or agreed timescale
(NI157a) (rolling 12 months)

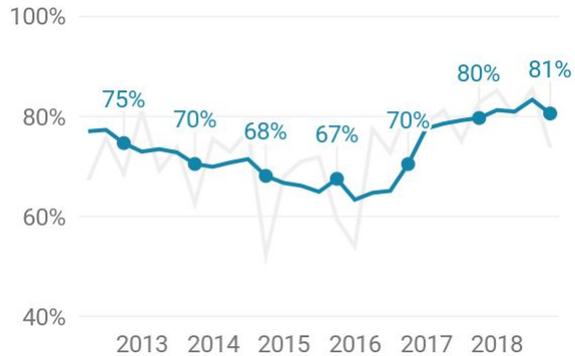


76% of major applications determined in time within Q2. This dip has occurred through the determination of older applications without extension of time agreements. New templates in place to resolve appropriate assessment issue and we are continuing to monitor the use of extension of time agreements to ensure the ability to negotiate positive outcomes for major housing developments. Within current financial year (6months) the department has determined 31 major applications, in comparison to the whole of the last financial year - a total of 38 major applications across the 12 months. Whilst the percentage on time has dipped the number of major application determinations has increased (the vast majority of which are housing developments).

Target 81% Higher figure is better

Green

Minor planning applications determined within 8 weeks or agreed timescale
(NI157b) (rolling 12 months)

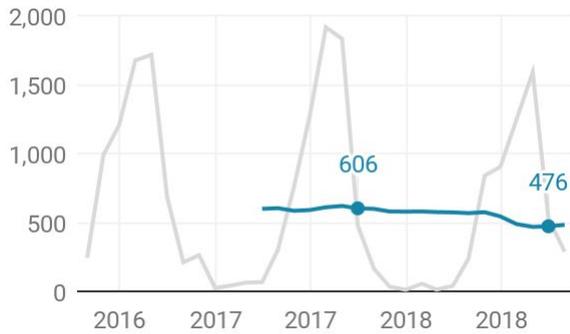


74% of minor applications determined in time or as agreed within Q2. This dip has resulted from more minors being determined (26% increase from last quarter) and team resource, however this is still on target to achieve the annual target.

Target 72% Higher figure is better

Visitor Nights

(LI730) (rolling 12 months)



We actively encourage visitors to the harbour to enjoy Thanet's coastline, towns and attractions. This engagement encourages visitors to stay longer in our district and increases the potential for repeat visits in the future. This customer interaction is considered to positively influence this indicator. The support from Visit Thanet assists in extending customer stays. Although visitor nights is down slightly on the same period last year, the number of visiting leisure vessels over the peak season in 2018 is up, indicating that this year more visitors were attracted but stayed for a slightly shorter duration.

The team are closely following new marina developments in the South East as the anticipated increase in capacity may lead to aggressive marketing/pricing.

Higher figure is better

Average total meterage of occupied permanent berths in Royal Ramsgate Harbour

(LI137) (Average rolling 12 months)

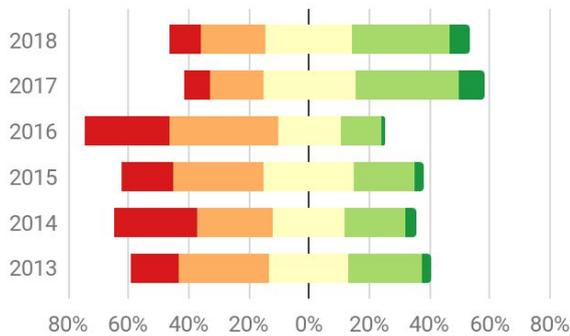


The regeneration of the Military Road quayside and overall success of the harbour have positively influenced permanent berth holder numbers and attracted new business to Ramsgate. Price point and consistent high-quality customer service provided by marina staff also contributed to the overall success of the harbour. The team is closely following new marina developments in the South East as the anticipated increase in capacity may lead to aggressive marketing/pricing.

Target 3,600 Higher figure is better

Statistical Information

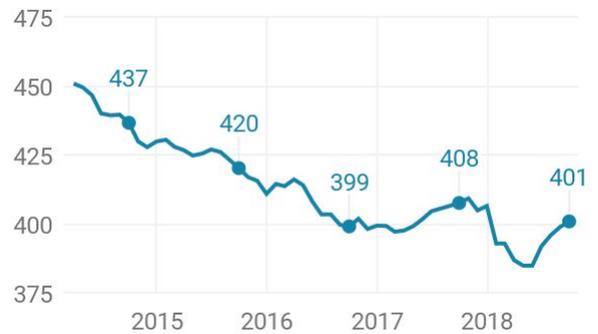
Public opinion of whether the council provides Value for Money
(annual survey)



Although a slight decrease, this result is still positive in comparison to the trend in recent years, with 39% agreeing or strongly agreeing that the council provides value for money.

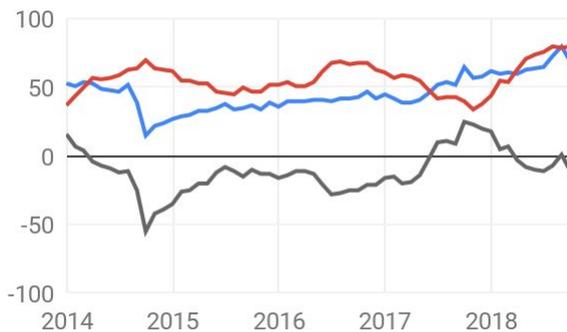
Higher figure is better

Thanet District Council Full time Equivalent count



Higher figure is better

Staff Starters and Leavers headcount
(rolling 12 months totals)



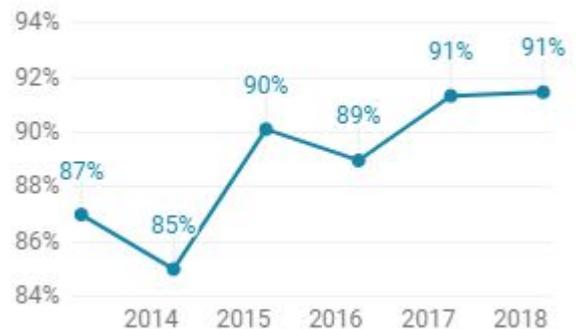
Over the last 12 months there have been:

* **80 Leavers**

* **69 Starters**

Meaning a net decrease of 11 staff.

Registration rate for voting following annual canvas (%)
(LI456)

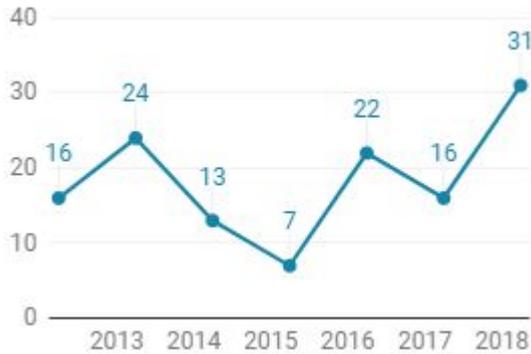


Higher figure is better

Agenda Item 4

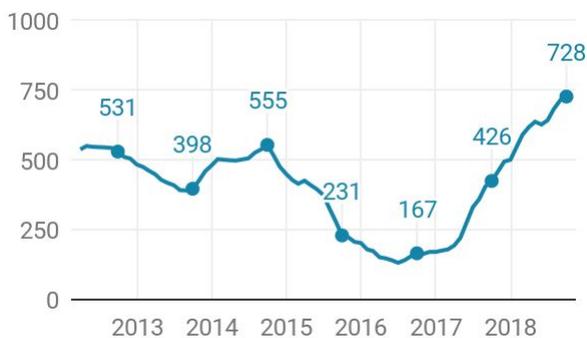
Annex 1

Number of complaints made to the Standards Committee (LI519)



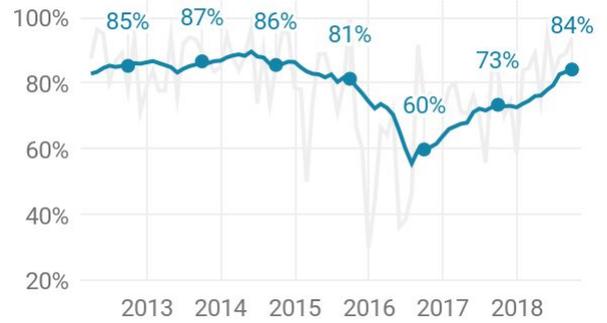
Lower figure is better

Number of complaints (rolling 12 months)



Following a review of systems, processes and resources, a large number of complaints were identified in 2017 as being excluded from the statistic. These are now being reflected in the numbers, which are based on a rolling 12 months.

Complaints Response Rate within 10 days (rolling 12 months)



Complaint management has been centralised and is now being managed and monitored by the Executive Support Team. Existing processes have been updated and adapted to include additional checks with the aim of improving on current response times. The figure is continuing to improve as a result.

Target 90% Higher figure is better

Freedom of Information Response Rate within 20 days (rolling 12 months)



Measures have been put in place to refresh the way in which FOI and SAR requests are dealt with to address this target. The expectation is that these changes will ensure that performance will improve.

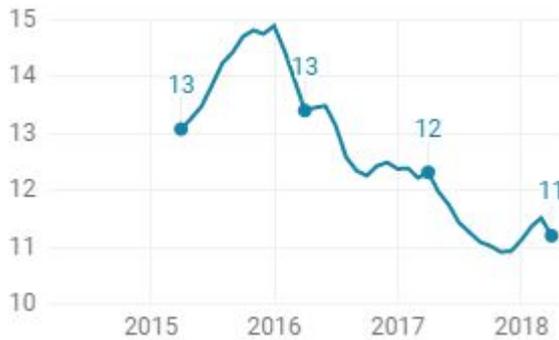
Agenda Item 4

Annex 1

Lower figure is better

Red

Sickness days per Full Time Equivalent
(quarterly)



The target is 8 days per year. Performance remains below the target but has improved markedly after management action.

Target 90% Higher figure is better

Green

Average time to process all new claims & change events in Housing Benefit (HB) & Council Tax Benefit (CTB) (days)



Speed of processing at Thanet continues to trend positively with YTD performance ahead of target

Target 8 Lower figure is better

Green

% correct HB and CTB decisions



Assessment quality for Thanet continues to trend ahead of target

Target 96% Higher figure is better

Target 8.50 Lower figure is better

Green

% Council Tax collected

55.8%

Target 96.15% Higher figure is better

Agenda Item 4

Annex 1

Green

% Business rates collected

57.50%

Target: 99.5% Higher figure is better

Green

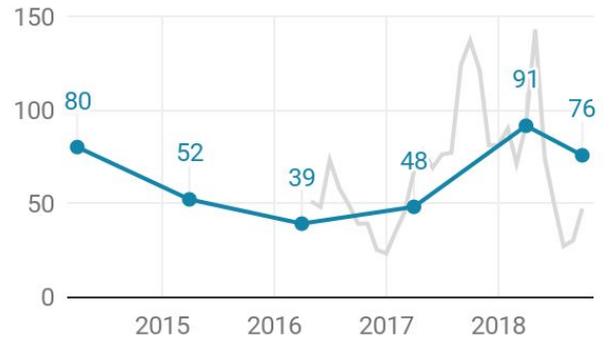
% availability of corporate website



Target 99.5% Higher figure is better

Green

Average call waiting time (seconds)

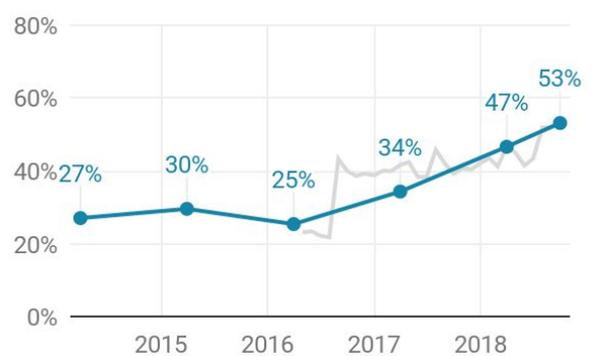


Call wait time is significantly lower as a result of service improvements introduced during the initial stages of transformation. The planned staff release to On Demand will now take place over the following months which will result in performance drifting more to expected KPI levels. We continue to work with colleagues in the Waste team to provide information on levels of customer contact.

Target: 90 Lower figure is better

Green

% of calls dealt with by automation



Performance remains above profile for the month and YTD.

Target 40% Higher figure is better

Quarter 2 Budget Monitoring Report 2018-19

Cabinet	13 December 2018
Report Author	Tim Willis, Deputy Chief Executive and s151 Officer
Portfolio Holder	Cllr Ian Gregory, Portfolio Holder for Financial Services and Estates
Status	For Decision
Classification:	Unrestricted
Key Decision	No
Ward:	All Wards

This report provides an update of the Council's 2018-19 revenue and capital forecasts against budget as at the end of September 2018.

Recommendation(s):

1. That Cabinet notes the 2018-19 Quarter 2 forecast position for:
 - (i) The General Fund;
 - (ii) The Housing Revenue Account;
 - (iii) The General Fund and Housing Revenue Account Capital Programmes.
2. That Cabinet agrees to the updated General Fund and Housing Revenue Account capital programmes as set out in Annex 1 and Annex 2 to this report.

CORPORATE IMPLICATIONS

Financial and Value for Money	The financial implications have been reflected within the body of the report. Achieving value for money is critical to the Council's medium term financial strategy and one of the three Corporate Values.
Legal	Section 151 of the 1972 Local Government Act requires a suitably qualified named officer to keep control of the Council's finances. For this Council, it is the Deputy Chief Executive and s151 Officer, and this report is helping to carry out that function.
Corporate	Corporate priorities can only be delivered with robust finances and this report gives Members the opportunity to review the Council's current position.
Equalities Act 2010 & Public Sector Equality Duty	Members are reminded of the requirement, under the Public Sector Equality Duty (section 149 of the Equality Act 2010) to have due regard to the aims of the Duty at the time the decision is taken. The aims of the Duty are: (i) eliminate unlawful discrimination, harassment, victimisation and other conduct prohibited by the Act, (ii) advance equality of opportunity between people who share a protected characteristic and people who do not share it, and (iii) foster good relations between people who share a protected characteristic and people who do not share it. Protected characteristics: age, gender, disability, race, sexual orientation,

	gender reassignment, religion or belief and pregnancy & maternity. Only aim (i) of the Duty applies to Marriage & civil partnership.
	Please indicate which aim is relevant to the report.
	Eliminate unlawful discrimination, harassment, victimisation and other conduct prohibited by the Act,
	Advance equality of opportunity between people who share a protected characteristic and people who do not share it
	Foster good relations between people who share a protected characteristic and people who do not share it.
	There are no equity and equalities implications arising directly from this report, but the Council needs to retain a strong focus and understanding on issues of diversity amongst the local community and ensure service delivery matches these.
	It is important to be aware of the Council's responsibility under the Public Sector Equality Duty (PSED) and show evidence that due consideration had been given to the equalities impact that may be brought upon communities by the decisions made by Council.

CORPORATE PRIORITIES (tick those relevant)✓	
A clean and welcoming Environment	✓
Promoting inward investment and job creation	✓
Supporting neighbourhoods	✓

CORPORATE VALUES (tick those relevant)✓	
Delivering value for money	✓
Supporting the Workforce	
Promoting open communications	

1.0 General Fund – Revenue Forecast 2018-19

- 1.1 The 2018-19 General Fund budget of £16.8m was agreed at the Council meeting on 8 February 2018. It was arrived at after allowing for £2.7m of savings proposals to bridge the funding gap.
- 1.2 Table 1 summarises the current projected General Fund spending position at the end of September 2018.

Table 1 - General Fund - Projected Forecast 2018-19

Function	2018-19 Budget £'000	2018-19 Forecast £'000	2018-19 Variance £'000	
Chief Executive	179	179	0	
Deputy Chief Executive and s151 Officer	6,530	6,390	-140	See paragraph 2.1
Corporate Governance	599	789	190	See paragraph 2.2
Operations and Commercialisation	7,204	7,834	630	See paragraph 2.3
Corporate Budgets	2,288	2,288	0	
Total Net Expenditure	16,800	17,480	680	

- 1.3 All budgets will continue to be regularly monitored to ensure that the council's expenditure remains within the agreed budget. This will include monitoring the savings targets introduced to bridge the funding gap identified in the report to February Council. Each of the services projecting an overspend as above are striving to minimise or eliminate the overspend before the end of the year.

2.0 General Fund detail by Directorate:

Deputy Chief Executive and s151 Officer

- 2.1 An underspend of £140k is currently forecast:

- (i) Additional income on investment activity will generate a potential £70k surplus at year end.
- (ii) Various minor underspends across Financial Services of £30k including underspends on bank charges and equipment purchase.
- (iii) Additional costs recovered on Council Tax will generate an estimated £40k at year end.

It is also worth noting that the Housing Needs budget continues to experience significant pressure due to increased demand for temporary accommodation and additional statutory obligations. Although the direct housing costs are currently forecast to be contained within the budget, this has also had an impact on housing benefits payments and benefit subsidy. Balanced against this pressure is the forecast one-off benefit of the Kent Business Rates retention pilot.

Director of Corporate Governance

- 2.2 An overspend of £190k is currently forecast:

- (i) Work is ongoing to deliver savings attributable to Your Leisure, but there remains £190k of the original £350k saving to be delivered.
- (ii) Property income in this service area remains under scrutiny and any shortfall in income will be managed within the service.
- (iii) Legal Services staffing budgets may overspend as a result of difficulties in recruiting to permanent posts and the consequential higher cost of interims. This budget is being closely monitored in order to control costs and, if necessary, flag up a forecast overspend in Q3.

Director of Operations and Commercialisation

- 2.3 An overspend of £630k is currently forecast:

- (i) Currently there is a predicted overspend of £500k against the Port budget.
- (ii) There is a £70k forecast overspend on fuel costs as a result of higher fuel prices.
- (iii) The £60k forecast net income for clinical waste will not be achieved this year.
- (iii) Within Operational Services there is a risk that the £90k income budget for beach wifi will not be achieved. Monitoring data on this budget is still being collected and a more definitive view will be known in Q3.

3.0 Housing Revenue Account (HRA) – Projected Revenue Forecast 2018-19

3.1 The HRA is currently forecast to have a deficit of £107k in 2018-19, which represents a £185k underspend against the budgeted deficit of £292k.

3.2 The main reason is in relation to the repairs and maintenance external decorations. The contract has been terminated and it is anticipated that a new contract will start in 2019-20. The 2018-19 budget is therefore not required and it is proposed that this is returned to the HRA balances reserve. £250k was held in reserve in 2017-18 in case of any backlog of works. EKH have advised that no backlog of works has been identified and it is proposed that the £250k contingency is also returned to the HRA balances reserve.

3.3 Table 2 provides a summary of the projected spending position on the Housing Revenue Account compared to the original budget.

Table 2 - HRA – Projected Forecast 2018-19

	2018-19 Budget	2018-19 Projected Forecast	2018-19 Variance
	£'000	£'000	£'000
Income:			
Dwelling Rents	(12,786)	(12,646)	140
Non-dwelling Rents	(139)	(140)	(1)
Charges for services and facilities	(480)	(451)	29
Contributions towards expenditure	(349)	(351)	(2)
TOTAL INCOME	(13,754)	(13,588)	166
Expenditure			
Repairs & Maintenance	3,261	2,942	(319)
Supervision & Management	4,319	4,287	(32)
Depreciation & Impairments	3,771	3,771	0
Allowance for bad or doubtful debts	170	170	0
Contribution to Capital	300	393	93
Non-service specific expenditure	1,390	1,390	0
TOTAL EXPENDITURE	13,211	12,953	(258)
Other Adjustments:			
HRA Investment Income	(35)	(35)	0
Debt Interest Charges	1,007	1,007	0
Government Grants and Contributions	(1,034)	(1,034)	0
Adjustments, accounting /funding basis	897	804	(93)
Deficit/ (Surplus) for HRA Services	292	107	(185)

3.4 Table 3 outlines the key variances.

Table 3 - HRA Main Variances

Budget	(Under)/ Overspend £000	Explanation
Dwelling Rents	140	<p>The budgeted figure includes rental income for properties in the Margate Housing Intervention and the New Build Programme. The current projection is based upon the current actual rent debit. This projection will be reviewed as properties are completed and let during the year and will reduce.</p> <p>When the budgeted figure was set, it was not anticipated that an additional 19 properties would be sold that year through Right To Buy and so the budgeted rent figure includes rental income for these properties.</p>
Charges for Services and Expenditure	29	Communal heating costs are higher than anticipated. Recovery costs in relation to tenant service charges are not sufficient to cover the costs.
Repairs & Maintenance	(319)	<p>Underspends relate to external decorations, heating servicing, non contract works, void/relet works, decorating vouchers, RWOs and housing officer funds.</p> <p>Overspends relate to heating repairs, electrical & mechanical servicing and repairs (including emergency lighting), communal lift repairs, water safety repairs, damp works and disinfestation.</p>
Supervision & Management	(32)	<p>Reduced contributions to project co-ordinator post as HRA activity has reduced.</p> <p>EKH forecast that the grounds maintenance budget in relation to HRA Open Spaces is not required.</p>
Contribution to Capital/Other Adjustments	(3)	East Kent Housing (EKH) additional £93k loan for the single housing system to be funded from HRA balances.
TOTAL VARIANCES	(185)	

4.0 General Fund Capital Programme – Projected Outturn 2018-19

4.1 As reported in the Q1 Budget Monitoring Report, spending officers have been robustly challenged as part of the half-year monitoring process and the programme has been subsequently reduced by £3.8m in the 2018-19 General Fund capital budget. The council's 2018-19 revised General Fund capital programme of £13.5m (£12.8m as per annex 1 + £0.7m flexible use of capital receipts) is all planned to be spent without significant variation.

Agenda Item 5

4.2 **Annex 1** shows that £8.4m has been currently committed against this year's budgets.

5.0 Housing Revenue Account (HRA) – Projected Capital Outturn 2018-19

5.1 Of the £20.9m budget allocated to HRA capital schemes it is currently anticipated that £13.5m will not be spent by year end, this is formed of £0.8m EKH budgets not required, £2.3m EKH slippage and £10.4m TDC reprofiling. A further breakdown is provided in Annex 2.

5.2 It was mentioned in the quarter 1 monitoring report that East Kent Housing was reviewing existing contracts. It is this review that has led to the identification of its slippage. The Head of Housing and Planning has raised the matter with EKH and is waiting for a response on what it proposes to do to bring projects back on track by 2019-20.

Contact Officer:	Gary Whittaker, Interim Head of Financial and Procurement Services Matthew Sanham, Financial Services Manager
Reporting to:	Tim Willis, Deputy Chief Executive and S151 Officer

Annex List

Annex 1	GF Capital Programme Qtr1 2018-19
Annex 2	HRA Capital Programme Qtr1 2018-19

Background Papers

Title	Details of where to access copy
None	N/A

Corporate Consultation

Finance	N/A
Legal	Sophia Nartey, Head of Legal Services

**ANNEX 1 - General Fund Capital Programme Qtr2
2018-19**

Capital Programme 2018-19	Revised Capital Budget 2018-19 to Cabinet 18 Sept 2018 £	Additions / Removals £	Revised Capital Budget 2018-19 to Cabinet 13 December 2018 £	Estimated Outturn £	Variance Overspend / (Underspend) £	Committed Spend to 30 September 2018 £	Comments
Deputy Chief Executive (incl East Kent Services)							
Disabled Facilities Grants	3,030,755		3,030,755	3,030,755	0	1,513,599	As the funding for DFGs comes through the Better Care Fund a wider review on the use of monies provided for DFG is being undertaken.
Homelessness Accommodation	1,630,000	-1,630,000	0	0	0	0	£1,630,000 budget reprofiled to 2019-20
Margate Housing Intervention - Loan scheme	130,000		130,000	130,000	0	0	
Private Sector Housing - Winter Warmth Grants	2,879		2,879	2,879	0	0	
Private Sector Housing - RHB	431,126		431,126	431,126	0	26,782	The council is developing its Housing Assistance Policy to make better use of this resource.
Payroll-HR System	934		934	1,450	516	1,450	
Digital Parking	0	95,000	95,000	95,000	0	0	Digital parking for a pilot car park. Approved by Decision of Individual Cabinet Member on 1 November 2018
End User Computing Refresh of Devices	298,160		298,160	298,160	0	85,413	
IT Infrastructure	48,131	37,000	85,131	85,131	0	35,504	Additional budget for financial system enhancements
Total	5,571,984	-1,498,000	4,073,984	4,074,501	516	1,662,748	
Corporate Governance							
Sunshine Café	21,420		21,420	21,420	0	-18,104	
Dreamland	554,161	12,501	566,662	566,662	0	531,941	The budget has been adjusted as a result of the conclusion of the HLF funded element of the project and the recent member decision notice.
Dreamland Car Park Enhancement	149,700		149,700	149,700	0	5,700	
Property Enhancement Programme	160,000	-80,000	80,000	80,000	0	0	Budget reduction of £80,000
Mill Lane Multi-Storey Car Park	3,184,355		3,184,355	3,184,380	25	3,184,380	
Dalby Square	620,949		620,949	620,949	0	605,005	
Total	4,690,585	-67,499	4,623,086	4,623,111	25	4,308,922	
Operational Services							
Allotments	6,452		6,452	6,452	0	0	
Crematorium Office Upgrade	1,829	2,635	4,464	5,951	1,487	5,951	Additional budget funded from revenue contribution
Pontoon Decking Improvements	85,000		85,000	85,000	0	37,481	
Upgrade of Western and Eastern Amenity Blocks	80,000	-8,000	72,000	72,000	0	0	£8k virement to Replace Pontoon Piles
Manston Depot Improvements	10,841		10,841	10,841	0	10,841	
Replace Pontoon Piles	75,000	43,000	118,000	118,000	0	47,455	£43k virement from Aquastores (£35k) and Amenity Blocks (£8k)
Ramsgate Port - Berth 2/3 & 4/5 Replacement	477,814	-450,000	27,814	27,814	0	0	£450k of budget reprofiled to 2019-20
Ramsgate Port - Berth 1 Refurbishment	150,000		150,000	150,000	0	0	
CCTV	395,271		395,271	395,271	0	289,319	
Vehicle & Equipment Replacement Programme	909,280		909,280	909,280	0	558,552	
Botany Bay Car Park	73,000	-73,000	0	0	0	0	Budget removed pending condition survey of car parks
Thanet Crematorial Memorial Chapel	3,844		3,844	3,844	0	2,995	
In-Cab System	60,000		60,000	60,000	0	0	
Boat Wash Separator	35,000	-35,000	0	0	0	0	Budget removed

**ANNEX 1 - General Fund Capital Programme Qtr2
2018-19 - cont**

Capital Programme 2018-19	Revised Capital Budget 2018-19 to Cabinet 18 Sept 2018 £	Additions / Removals £	Revised Capital Budget 2018-19 to Cabinet 13 December 2018 £	Estimated Outturn £	Variance Overspend / (Underspend) £	Committed Spend to 30 September 2018 £	Comments
Marina Management System	14,500		14,500	14,500	0	9,790	
Ramsgate Flood and Coast Protection Scheme	1,103,177	-1,060,000	43,177	43,177	0	7,368	£1,060,000 of budget reprofiled to 2019-20
Ramsgate Harbour Water Supply Upgrade	28,076		28,076	28,076	0	0	
Westbrook to St Mildred's Sea Wall Work	600,000	-600,000	0	0	0	0	£600,000 budget reprofiled to 2019-20
Ramsgate Harbour Railings	100,000		100,000	100,000	0	28,048	
Ramsgate Harbour Aquastores	50,000	-35,000	15,000	15,000	0	13,200	£35k virement to Replace Pontoon Piles
Ramsgate Harbour Self Storage Containers	50,000		50,000	50,000	0	42,130	
Westbrook Groyne and Sea Wall (previously called Groyne Reconstruction)	98,000	86,000	184,000	184,000	0	0	Additional funding secured from the Environment Agency for required works
Sea Wall Refacing - Minnis Bay to Grenham Bay	244,000		244,000	244,000	0	0	
Louisa Bay to Dumpton Gap Sea Wall Work	95,000	-95,000	0	0	0	0	£95,000 budget moved to revenue
Harbour Gate & Bridge	1,295,180		1,295,180	1,295,180	0	1,144,531	
Breakwater Piles & Guides	181,275		181,275	181,275	0	181,275	
Skatepark	59,487		59,487	59,487	0	0	
Total	6,282,025	-2,224,365	4,057,660	4,059,147	1,487	2,378,936	
Total Programme	16,544,594	-3,789,864	12,754,730	12,756,759	2,029	8,350,606	
Capital Salaries	75,000		75,000	75,000	0	0	
Grand Total	16,619,594	-3,789,864	12,829,730	12,831,759	2,029	8,350,606	

Funded By	Revised Capital Budget 2018-19 to Cabinet 18 Sept 2018 £	Additions / Removals £	Revised Capital Budget 2018-19 to Cabinet 13 December 2018 £
Revenue and Reserves	643,609	- 436,765	206,844
Capital Receipts	3,456,091	23,400	3,479,491
Prudential Borrowing	6,361,998	- 1,730,000	4,631,998
External Funding	6,157,896	- 1,646,499	4,511,397
Total	16,619,594	- 3,789,864	12,829,730

ANNEX 2 - HRA Capital Programme Qtr2 2018-19

Capital Programme 2018-19	Revised Capital Budget 2018-19 to Cabinet 18 Sept 2018 £	Virements	Slippage/ Deferred/ Re-profiled £	Revised Capital Budget 2018-19 to Cabinet [date] 2018 £	Estimated Outturn £	Variance Overspend / (Underspend) £	Committed Spend to 30 September 2018 £	Comments
17-18 UNDER/OVERSPENDS	£ 69,945	£ 6,559	£ -	£ 76,504	£ 76,504	£ -	£ 76,504	17-18 Over & Underspends cleared down
RE ROOFING	£ 915,000	£ -	£ (790,000)	£ 125,000	£ 125,000	£ -	£ 36,176	Flat roofing contract no longer in operation. No pitch roofing contract. Works at Royal Crescent deferred until 2019-20.
REPLACE WINDOWS DOORS	£ 110,000	£ -	£ -	£ 110,000	£ 110,000	£ -	£ 11,911	UPVC window & doors contract in place. No contract for timber windows & doors.
KITCHEN & BATH REPLACEMENTS	£ 600,000	£ -	£ -	£ 600,000	£ 600,000	£ -	£ 218,697	Contractor undertaking Canterbury replacements Q1 & Q2. Thanet replacements due Q3 & Q4.
ELECTRICAL REWIRING	£ 170,000	£ (6,559)	£ (70,000)	£ 93,441	£ 93,441	£ -	£ 32,486	No contract until 2019-20
HEATING	£ 435,000	£ -	£ (235,000)	£ 200,000	£ 200,000	£ -	£ 4,633	Emergency replacements only while contract under review
FIRE PRECAUTION WORKS	£ 896,000	£ -	£ (446,000)	£ 450,000	£ 450,000	£ -	£ 14,323	Contract delays
PLANNED REFURBISHMENTS	£ 77,000	£ -	£ (77,000)	£ -	£ -	£ -	£ -	No identified works for 2018-19. Programme of works requested.
STRUCTURAL REPAIRS	£ 1,200,000	£ -	£ (1,040,000)	£ 160,000	£ 160,000	£ -	£ 77,679	£160k is consultancy for balcony & handrails only. No contract for balcony & handrail works. No contract for Royal Crescent
THERMAL INSULATION	£ 34,000	£ -	£ (24,000)	£ 10,000	£ 10,000	£ -	£ 2,823	No contract. £24k slippage
DISABLED ADAPTATIONS	£ 300,000	£ -	£ -	£ 300,000	£ 300,000	£ -	£ 60,487	
LIFT REFURBISHMENT	£ 319,000	£ -	£ (239,000)	£ 80,000	£ 80,000	£ -	£ -	£80k - Janice & Turner Court. Slippage - Trove, Kennedy & Brusnwick Court
SOIL STACK	£ 200,000	£ -	£ (200,000)	£ -	£ -	£ -	£ -	Survey undertaken in 17-18. Replacement currently not required.
Total	£ 5,325,945	£ -	£ (3,121,000)	£ 2,204,945	£ 2,204,945	£ -	£ 535,719	
MARGATE INTERVENTION								
19 Athelstan Road				£ -	£ -	£ -	£ 5,050	Units complete
29 Athelstan Road				£ -	£ -	£ -	£ -	Units complete
54 Trinity Square				£ -	£ -	£ -	£ 1,606	Units complete
40-46 Sweyn Road	£ 16,125	£ -	£ -	£ 16,125	£ 16,125	£ -	£ 61,763	Units complete
1 Godwin Road	£ 497,533	£ -	£ (481,371)	£ 16,162	£ 16,162	£ -	£ (3,338)	Start on site due 19-20
17-21 Warwick Road	£ 730,460	£ -	£ (603,489)	£ 126,971	£ 126,971	£ -	£ 38,287	Start on site due 19-20
24 Ethelbert Crescent	£ 519,354	£ -		£ 519,354	£ 519,354	£ -	£ 431,612	On site. Due to complete Feb 18-19
New Projects	£ 2,625,647	£ -	£ (2,575,647)	£ 50,000	£ 50,000	£ -	£ 6,632	New site to be identified
NEW BUILD PROGRAMME								
Phase 1	£ 1,989,505	£ -	£ -	£ 1,989,505	£ 1,989,505	£ -	£ 1,979,586	On site. Due to complete Dec 18-19
Phase 2	£ 2,788,285	£ -	£ (2,240,285)	£ 548,000	£ 548,000	£ -	£ 13,984	Start on site due 19-20
Phase 3	£ 4,863,279	£ -	£ (4,496,770)	£ 366,509	£ 366,509	£ -	£ 90,416	Start on site due 19-20
141 PURCHASES PROGRAMME	£ 1,365,004	£ -	£ -	£ 1,365,004	£ 1,365,004	£ -	£ 427,231	2 units acquired to date. 1 unit under offer. Further units to be identified in 18-19.
COASTGUARD COTTAGES	£ (15,249)	£ -	£ -	£ (15,249)	£ -	£ 15,249	£ 45,238	Refurbishment complete
EKH LOAN	£ 92,500	£ -	£ -	£ 92,500	£ 92,500	£ -	£ -	To be draw down from reserve at year end
ST JOHNS CRESCENT	£ 128,547	£ -	£ -	£ 128,547	£ 128,547	£ -	£ 9,749	Start on site due 18-19
Total	£ 15,600,990	£ -	£ (10,397,562)	£ 5,203,428	£ 5,218,677	£ 15,249	£ 3,107,814	
Grand Total	£ 20,926,935	£ -	£ (13,518,562)	£ 7,408,373	£ 7,423,622	£ 15,249	£ 3,643,533	

Funded By	Revised Capital Budget 2018-19 to Cabinet 18 Sept 2018 £	Virements	Slippage/ Deferred/ Re-profiled £	Revised Capital Budget 2018-19 to Cabinet 18 Sept £
Revenue and Reserves	£ 10,679,869	£ -	£ (5,783,199)	£ 4,896,670
Capital Receipts	£ 2,124,910	£ -	£ (1,470,107)	£ 654,803
Prudential Borrowing	£ 6,265,256	£ -	£ (6,265,256)	£ -
External Funding	£ 1,856,900	£ -	£ -	£ 1,856,900
Total	£ 20,926,935	£ -	£ (13,518,562)	£ 7,408,373

THANET DISTRICT COUNCIL DECLARATION OF INTEREST FORM

Do I have a Disclosable Pecuniary Interest and if so what action should I take?

Your Disclosable Pecuniary Interests (DPI) are those interests that are, or should be, listed on your Register of Interest Form.

If you are at a meeting and the subject relating to one of your DPIs is to be discussed, in so far as you are aware of the DPI, you **must** declare the existence **and** explain the nature of the DPI during the declarations of interest agenda item, at the commencement of the item under discussion, or when the interest has become apparent

Once you have declared that you have a DPI (unless you have been granted a dispensation by the Standards Committee or the Monitoring Officer, for which you will have applied to the Monitoring Officer prior to the meeting) you **must:-**

1. Not speak or vote on the matter;
2. Withdraw from the meeting room during the consideration of the matter;
3. Not seek to improperly influence the decision on the matter.

Do I have a significant interest and if so what action should I take?

A significant interest is an interest (other than a DPI or an interest in an Authority Function) which:

1. Affects the financial position of yourself and/or an associated person; or Relates to the determination of your application for any approval, consent, licence, permission or registration made by, or on your behalf of, you and/or an associated person;
2. And which, in either case, a member of the public with knowledge of the relevant facts would reasonably regard as being so significant that it is likely to prejudice your judgment of the public interest.

An associated person is defined as:

- A family member or any other person with whom you have a close association, including your spouse, civil partner, or somebody with whom you are living as a husband or wife, or as if you are civil partners; or
- Any person or body who employs or has appointed such persons, any firm in which they are a partner, or any company of which they are directors; or
- Any person or body in whom such persons have a beneficial interest in a class of securities exceeding the nominal value of £25,000;
- Any body of which you are in a position of general control or management and to which you are appointed or nominated by the Authority; or
- any body in respect of which you are in a position of general control or management and which:
 - exercises functions of a public nature; or
 - is directed to charitable purposes; or
 - has as its principal purpose or one of its principal purposes the influence of public opinion or policy (including any political party or trade union)

An Authority Function is defined as: -

- Housing - where you are a tenant of the Council provided that those functions do not relate particularly to your tenancy or lease; or
- Any allowance, payment or indemnity given to members of the Council;
- Any ceremonial honour given to members of the Council
- Setting the Council Tax or a precept under the Local Government Finance Act 1992

If you are at a meeting and you think that you have a significant interest then you **must** declare the existence **and** nature of the significant interest at the commencement of the

matter, or when the interest has become apparent, or the declarations of interest agenda item.

Once you have declared that you have a significant interest (unless you have been granted a dispensation by the Standards Committee or the Monitoring Officer, for which you will have applied to the Monitoring Officer prior to the meeting) you **must**:-

1. Not speak or vote (unless the public have speaking rights, or you are present to make representations, answer questions or to give evidence relating to the business being discussed in which case you can speak only)
2. Withdraw from the meeting during consideration of the matter or immediately after speaking.
3. Not seek to improperly influence the decision.

Gifts, Benefits and Hospitality

Councillors must declare at meetings any gift, benefit or hospitality with an estimated value (or cumulative value if a series of gifts etc.) of £25 or more. You **must**, at the commencement of the meeting or when the interest becomes apparent, disclose the existence and nature of the gift, benefit or hospitality, the identity of the donor and how the business under consideration relates to that person or body. However you can stay in the meeting unless it constitutes a significant interest, in which case it should be declared as outlined above.

What if I am unsure?

If you are in any doubt, Members are strongly advised to seek advice from the Monitoring Officer or the Committee Services Manager well in advance of the meeting.

DECLARATION OF DISCLOSABLE PECUNIARY INTERESTS, SIGNIFICANT INTERESTS AND GIFTS, BENEFITS AND HOSPITALITY

MEETING.....

DATE..... AGENDA ITEM

DISCRETIONARY PECUNIARY INTEREST

SIGNIFICANT INTEREST

GIFTS, BENEFITS AND HOSPITALITY

THE NATURE OF THE INTEREST, GIFT, BENEFITS OR HOSPITALITY:

.....
.....
.....

NAME (PRINT):

SIGNATURE:

Please detach and hand this form to the Democratic Services Officer when you are asked to declare any interests.