

# **MEETING OF THE COUNCIL**



**Thursday, 10th December, 2020**

**5.30 pm**

**Council Chamber  
Thanet District Council  
Margate**

**[www.thanet.gov.uk](http://www.thanet.gov.uk)  
01843 577000**



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Date: 2 December 2020  
Ask For: James Clapson  
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You are hereby summoned to attend the meeting of the Thanet District Council to be held by Video conference on Thursday, 10 December 2020 at 5.30 pm for the purpose of transacting the business mentioned below.

*Timothy Howes*

Director of Corporate Governance

To: The Members of Thanet District Council

**FIRE ALARM PROCEDURES:** If the fire alarm is activated, please vacate the offices via the stairs either through the security door to the left of the Chairman or opposite the lifts in the foyer. Please do not use the lifts. Please assemble in Hawley Square on the green. Officers will assist you and advise when it is deemed safe to return to the Chamber.

## **AGENDA**

Item  
No

1. **APOLOGIES FOR ABSENCE**

2. **MINUTES OF THE PREVIOUS MEETING** (Pages 5 - 8)

To approve the Minutes of the meeting of Council held on 15 October 2020, copy attached.

3. **ANNOUNCEMENTS**

To receive any announcements from the Chairman, Leader, Members of the Cabinet or Chief Executive in accordance with Council Procedure Rule 2.2 (iv).

4. **DECLARATIONS OF INTEREST** (Pages 9 - 10)

To receive any declarations of interest. Members are advised to consider the advice contained within the Declaration of Interest advice attached to this Agenda. If a Member declares an interest, they should complete the [Declaration of Interest Form](#)

5. **PETITIONS**

To receive petitions from the public in accordance with Council Procedure Rule 12.

<u>Item No</u>	<u>Subject</u>
5a	<b><u>REPORT BACK TO COUNCIL - CABINET RESPONSE TO THE ADEQUATE TOILET FACILITIES AT THANET BEACHES PETITION</u></b> (Pages 11 - 14)
6.	<b><u>QUESTIONS FROM THE PRESS AND PUBLIC</u></b> (Pages 15 - 16)  To receive questions received from the press or public in accordance with Council Procedure Rule 13.
7.	<b><u>QUESTIONS FROM MEMBERS OF THE COUNCIL</u></b> (Pages 17 - 20)  To receive questions from Members of the Council in accordance with Council Procedure Rule 14.
8.	<b><u>NOTICE OF MOTION</u></b>  To receive any Notices of Motion from Members of Council in accordance with the Council Procedure Rule 3.
8a	<b><u>ANTI-RACISM MOTION</u></b> (Pages 21 - 24)
9.	<b><u>LEADERS REPORT</u></b> (Pages 25 - 26)  To receive a report from the Leader of the Council in accordance with Council Procedure Rule 2.4.
10.	<b><u>REPORT OF THE CHAIRMAN OF THE OVERVIEW AND SCRUTINY PANEL</u></b>  Report to follow.
11.	<b><u>FEES AND CHARGES 2021-22</u></b> (Pages 27 - 82)
12.	<b><u>MID YEAR REVIEW 2020-21: TREASURY MANAGEMENT AND ANNUAL INVESTMENT STRATEGY</u></b> (Pages 83 - 110)
13.	<b><u>REVIEW OF QUESTIONS WORD LIMIT</u></b> (Pages 111 - 116)
14.	<b><u>REVIEW OF PETITION SCHEME</u></b> (Pages 117 - 138)
15.	<b><u>USE OF NON-GENDER SPECIFIC TITLES IN THE CONSTITUTION</u></b> (Pages 139 - 142)
16.	<b><u>CHANGES TO COMMITTEES, PANELS AND BOARDS 2020/21</u></b> (Pages 143 - 146)

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## COUNCIL

**Minutes of the meeting held by Video Call on 15 October 2020 at 5.30 pm.**

**Present:** Councillor Jason Savage (Chairman); Councillors Albon, Ara, Ashbee, Bailey, J Bayford, R Bayford, Boyd, Coleman-Cooke, Crittenden, Currie, Day, Dennis, Dexter, Duckworth, Cllr Everitt, Farrance, Fellows, Garner, Green, Gregory, Hart, Hopkinson, Huxley, Keen, Kup, Paul Moore, Ovenden, Parsons, L Piper, Cllr Rev. S Piper, Potts, Pugh, Rattigan, Rawf, Rogers, Roper, Rusiecki, D Saunders, M Saunders, Scobie, Scott, Shrubbs, Taylor, Tomlinson, Helen Whitehead, Wing, Wright and Yates

### 1. **APOLOGIES FOR ABSENCE**

Apologies for absence were received from Councillor Campbell.

### 2. **MINUTES OF THE PREVIOUS MEETING**

It was proposed by the Chairman, seconded by the Vice-Chairman and agreed that the minutes of the meeting of Council held on 10 September 2020 be approved and signed by the Chairman.

### 3. **ANNOUNCEMENTS**

Congratulations were offered to Councillor Ashbee, the new leader of the Conservative party.

### 4. **DECLARATIONS OF INTEREST**

There were no declarations of interest.

### 5. **PETITIONS**

#### (a) **Uncle Mack Petition**

Mr Perkins presented an e-petition regarding the removal of the Uncle Mack plaque in Broadstairs. Members noted that the following petition contained 281 signatures:

"We the undersigned petition the council to preserve and not remove the plaque next to Viking Bay memorializing James Summerson (also known as Uncle Mack)."

In accordance with the Council's Petition Scheme, the petition was referred to Cabinet without debate for report back to the Council within three ordinary meetings.

#### (b) **Petition regarding Dog Restrictions on Thanet Beaches**

Council noted the response from Cabinet to the petition, as detailed in the report.

### 6. **QUESTIONS FROM THE PRESS AND PUBLIC**

#### (a) **Question no.1 - the delegation of functions to Council Officers**

Mr Hughes, Committee Services Manager, asked the Leader the following question on behalf of Mr Green:

“Public opinion is that increasingly over the years, senior officers at TDC have increased decision making powers over and above those found in other local councils, without effective democratic control. Will he seek to introduce mechanisms to limit these powers together with timely public reporting of decisions taken?”

The Leader responded with the following points:

- The last major review of the Constitution (including non-executive delegations) was undertaken in 2015/16. This was in response to a recommendation from the LGA Peer Review. It was a huge piece of work led by a lawyer commissioned from Essex County Council.
- Council Members were responsible for considering, amending and approving the constitution. This work was carried out at eight meetings of the Constitutional Review Working Party and two meetings of the Standards Committee during 2015/16. The Constitution was then approved by the Council on the 25 February 2016. All these meetings were held in public.
- The Local Government Act 2000, required the Leader of the Council to prepare a scheme of delegations (for executive functions) which is presented at the annual meeting of Council.
- Since its adoption by Council in February 2016, the changes, considered by the Constitutional Review Working Party and agreed by Council, related to; Contract Standing Orders; Standing Orders for Statutory Officers; mandatory training for Members; a variation to the Overview and Scrutiny Panel; and some minor procedural matters.
- The delegation of non-executive functions to officers was considered in great detail and agreed by elected Members in 2016. The delegation of executive functions is solely the responsibility of the Leader. These are local decisions, so would differ from council to council.
- Any specific suggestions for improvements were welcome as the Council should always be open to improvements.
- The Leader felt that Members were at least as engaged in decision making as they were in 2015 and before.
- It may be the case that the public had an incomplete understanding of the different roles of Members and Officers, this could result in unrealistic expectations.

## **7. QUESTIONS FROM MEMBERS OF THE COUNCIL**

### **(a) Question No.1 - The use of Weed Killer**

Councillor Wing asked Councillor Albon the following question:

“I have been informed that TDC only uses weedkiller in 'emergency situations', what are these emergency situations, please give examples, what weedkiller was applied and how many litres has TDC used so far in 2020?”

Councillor Albon responded that:

- The term 'emergency situations' was not a trigger for weedkiller use.
- The Council has not used glyphosate based weed-killer within the District since 6th February 2020.
- There were no immediate plans to use products containing glyphosate, however it may be used again in the future if it is considered the best solution at the time. Alternative non glyphosate products would also be considered.
- A total of 1.6 litres of glyphosate based herbicide diluted in 60 litres of water was used between 1st January and 6th February 2020.

- Weed clearance has been on a reduced this year due to the need to prioritise services elsewhere in response to the current pandemic.
- Only manual weed clearance has taken place in public open spaces since February.

Councillor Wing did not wish to ask a supplementary question.

### 8. **NOTICE OF MOTION**

There were no motions on notice.

### 9. **LEADERS REPORT**

The Leaders report had been circulated to Members and published on the Council's website before the meeting. The report has been attached as an annex to these minutes.

Councillor Ashbee as Leader of the Conservative Party made the following points:

- She thanked Members for their congratulations and welcome into her new role as Leader of the Conservative group.
- She wished to thank the housing officers for their hard work during the transition of the service in house, and hoped the benefits to residents would soon become obvious.
- She appreciated the sentiment that the Council remained open to external advice on how to improve.

The Leader replied to Councillor Ashbee's comments with the following points:

- Congratulations were offered to Councillor Ashbee and the Leader looked forward to working with her. He believed that he had a good working relationship with all the group leaders, and highlighted that they were all working for the benefit of the residents.
- The Leader reiterated his thanks to the Housing team and noted that Councillor Whitehead also deserved recognition for her efforts.

Councillor Reverend Piper as leader of the Thanet Independents Party made the following points:

- It was the right decision not to undertake a peer review that would have caused additional uncertainty for the Council.
- The Council continued to get things done despite the Covid pandemic, it was good to see some positive social media comments.
- The District would cope with Brexit and further delays to the reopening of the airport.
- Congratulations were offered to Councillor Ashbee.

The Leader replied to Councillor Reverend Piper's comments with the following points:

- The peer review decision was made collectively and was an example of how well the Council worked together. This would need to continue in the face of the Covid resurgence.
- There was a need to understand how London's allocation to tier two could impact the District.

Councillor Garner as Leader the Green Party made the following points:

- He wished to offer his thanks to staff for their work at this time.
- He believed that a peer review in the new year would be beneficial to the Council.
- He shared concern about the potential for pollution as a result of the Manston Airport proposals.
- Levels of pollution were an issue of growing concern across the District.

- It was highlighted by residents that there needed to be more clarity regarding plans at the Port of Ramsgate, it should be easier for residents to engage with the Council.
- Housing should be high on the Council's agenda, and he hoped to be involved in this in future. Congratulations were offered to Councillor Whitehead and others involved in bringing the Council's housing stock back under Council control. There was a need for more social housing in the District.
- He was pleased that the Council had supported the Thanet Community Land Trust, and hoped that support would continue.
- All new buildings should support environmental enhancements, residents felt strongly about this and the enhancement of biodiversity should be at the forefront of all the Council's decisions.

The Leader replied to Councillor Garner's comments noting that:

- There was concern about potential impact that an additional 4000 lorries would have on the District. The Council would ensure that Central Government was aware of these views.
- With regard to berths four and five at the Port, the Council would be following the proper planning process. This would be the same process that would be carried out anywhere in the Country.
- Councillor Garner was thanked for his comments.

### **10. REPORT OF THE CHAIRMAN OF THE OVERVIEW AND SCRUTINY PANEL**

Councillor Bayford, Chairman of the Overview and Scrutiny Panel, advised Members that the item was before them because it was a standing item on the agenda, however the Panel had not met since the last meeting of Council, therefore the report was substantially the same as that brought to the last meeting.

Members noted the report.

### **11. ANNUAL TREASURY MANAGEMENT REVIEW 2019-20**

Councillor Yates, Cabinet Member for Finance, Administration and Community Wealth Building presented his report, it was then proposed by Councillor Yates and seconded by Councillor Albon and Members agreed that the recommendations as detailed in the report be approved, namely:

"That council:

- Notes the actual 2019-20 prudential and treasury indicators in this report.
- Approves the Annual Treasury Management report for 2019-20."

### **12. CHANGES TO COMMITTEES, PANELS AND BOARDS - 2020/21**

There were no changes to nominations put forward by any of the group leaders.

Meeting concluded: 6.05pm





## **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.

If you need to declare an interest then please complete the declaration of [interest form](#).

## **REPORT BACK TO COUNCIL - CABINET RESPONSE TO BEACH TOILET FACILITIES PETITION**

<b>Council</b>	<b>10 December 2020</b>
<b>Report Author</b>	<b>Nick Hughes, Committee Services Manager</b>
<b>Portfolio Holder</b>	<b>Cabinet Member for Operational Services</b>
<b>Status</b>	<b>For information</b>
<b>Classification:</b>	<b>Unrestricted</b>
<b>Key Decision</b>	<b>No</b>

### **Executive Summary:**

An ePetition containing 147 valid signatures was received by the Council requesting that Thanet District Council ensure adequate toilet and waste facilities at Thanet Beaches and review current infrastructure to ensure the health and wellbeing of residents.

The report is for information only and is to inform the Council of the result of the Cabinet meeting on 19 November 2020.

### **Recommendation(s):**

To note the report.

### **Corporate Implications**

#### **Financial and Value for Money**

There are no identified financial implications from this report.

#### **Legal**

This matter is dealt with under the Council's scheme for dealing with petitions from the public which is contained within the constitution.

#### **Corporate**

In accordance with the Council's petition scheme if a petition has over 25, but less than 650, signatories, it will be referred to Cabinet or an appropriate committee without debate for report to Council within three ordinary meetings. In regards to a paper and ePetition running simultaneously, the number of signatories to both petitions is reported separately but within the same report. The Council will take a course of action based on the largest threshold met by either petition.

## **Equality 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, sex, disability, race, sexual orientation, gender reassignment, religion or belief and pregnancy & maternity. Only aim (i) of the Duty applies to Marriage & civil partnership.

There are no specific equalities issues arising from this report.

However 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**

This report relates to the following corporate priorities: -

- *Communities*
- *Environment*

### **1.0 Introduction and Background**

1.1 This report informs the Council of the result of the Cabinet meeting held on 19 November 2020.

### **2.0 The Current Situation**

2.1 An ePetition organised by Mr Smith has been validly signed by 147 people. The petition prayer and justification reads:

“We the undersigned petition the council to hold a thorough review of the facilities available around the Thanet beaches to ensure the safety and wellbeing of both visitors and residents and to invest in adequate infrastructure to meet the outcomes.”

2.2 The petition was considered at the full Council meeting on 9 July 2020. It was referred to the meeting of Cabinet on 19 November 2020 for decision in accordance with the Council's petition scheme.

2.3 Cabinet agreed to note the concerns raised, and confirmed that the toilet facilities serving Thanet beaches would be reviewed by Officers and Members over the winter season with the review and recommendations reported back to Cabinet in March 2021.

Contact Officer: Nick Hughes, Committee Services Manager

Reporting to: Tim Howes, Director of Corporate Governance and Monitoring Officer

## **Annex List**

There are no Annexes with this report.

## **Background Papers**

There are no Background Papers with this report.

## **Corporate Consultation**

**Finance:** Chris Blundell, Director of Financial Services

**Legal:** Tim Howes, Director of Corporate Governance and Monitoring Officer

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## QUESTIONS FROM THE PRESS AND PUBLIC

<b>Council</b>	<b>10 December 2020</b>
<b>Report Author</b>	<b>Committee Services Manager</b>
<b>Portfolio Holder</b>	<b>Cabinet Member for Housing and Community Services</b>
<b>Classification:</b>	<b>Unrestricted</b>
<b>Key Decision</b>	<b>No</b>

### **Executive Summary:**

The Leader and Cabinet Members will receive questions from the press and public in accordance with Council Procedure Rule 13.

### **Recommendation(s):**

This report is for information.

### **Corporate Implications**

#### **Financial and Value for Money**

There are no identified financial implications from this report.

#### **Legal**

There are no legal implications directly from this report.

#### **Corporate**

Council Procedure Rule 13 affords members of the public the opportunity to ask questions of Members of the Cabinet at ordinary meetings of the Council.

#### **Equality 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, sex, disability, race, sexual orientation, gender reassignment, religion or belief and pregnancy & maternity. Only aim (i) of the Duty applies to Marriage & civil partnership.

There are no specific equality issues arising from this report.

## Corporate Priorities

This report relates to the following corporate priorities: -

- *Communities*

### 1.0 Introduction and Background

- 1.1 Council Procedure Rule 13 enables members of the public may ask questions of members of the Cabinet at ordinary meetings of the Council.
- 1.2 Any questions received in accordance with the Council's constitution will be available to view on the Council website:  
<https://www.thanet.gov.uk/info-pages/speaking-at-council-meetings/>
- 1.3 Under Council Procedure Rule 13.6, the Chairman will invite the questioner to put their question to the Member named in the notice. If the questioner is not present, the question shall not be put and shall be answered in writing.
- 1.4 Under Council Procedure Rule 13.7, if the Member to whom the question is directed is present they will provide an oral answer. If that Member is not present, the question will be answered by the Leader or another Member nominated by the Leader for the purpose unless it is inappropriate for the Leader to give an oral answer or to nominate another Member to give an oral answer, in which case the question will be dealt with by a written answer.
- 1.5 The total time devoted to questions from the press and public shall not exceed 30 minutes. Any question which cannot be dealt with during that time will be replied to in writing.

Contact Officer: Nick Hughes, Committee Services Manager

Reporting to: Tim Howes, Director of Corporate Governance and Monitoring Officer

### Annex List

There are no Annexes with this report.

### Background Papers

There are no Background Papers with this report.

### Corporate Consultation

**Finance:** Matt Sanham, Corporate Finance Manager

**Legal:** Tim Howes, Director of Corporate Governance and Monitoring Officer



## QUESTIONS FROM THE MEMBERS OF THE COUNCIL

<b>Council</b>	<b>10 December 2020</b>
<b>Report Author</b>	<b>Committee Services Manager</b>
<b>Portfolio Holder</b>	<b>Cabinet Member for Housing and Community Services</b>
<b>Classification:</b>	<b>Unrestricted</b>
<b>Key Decision</b>	<b>No</b>

### **Executive Summary:**

The Leader, Cabinet Members and Chairman of any Committee or Sub-Committee will receive questions from Members of the Council in accordance with Council Procedure Rule 14.

### **Recommendation(s):**

This report is for information.

### **Corporate Implications**

#### **Financial and Value for Money**

There are no identified financial implications from this report.

#### **Legal**

There are no legal implications directly from this report.

#### **Corporate**

Council Procedure Rule 14.3 affords Members of the Council the opportunity to ask questions of Members of the Cabinet at ordinary meetings of the Council.

#### **Equality 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, sex, disability, race, sexual orientation, gender reassignment, religion or belief and pregnancy & maternity. Only aim (i) of the Duty applies to Marriage & civil partnership.

There are no specific equality issues arising from this report.

## Corporate Priorities

This report relates to the following corporate priorities: -

- *Communities*

### 1.0 Introduction and Background

1.1 Council Procedure Rule 14.3 states that a Member of the Council may ask

- a Member of the Cabinet; or
- the Chairman of any Committee or Sub-Committee

A question on any matter in relation to which the Council has powers or duties or which affects the district.

1.2 Council Procedure Rule 14.7 states that an answer may take the form of:

- a) a direct oral answer;
- b) where the desired information is in a publication of the Council or other published work, a reference to that publication; or
- c) where the reply cannot conveniently be given orally, a written answer circulated within three working days to the questioner.

1.3 A Member may, in accordance with Council Procedure Rule 14.8, ask one supplementary question without notice to the Member to whom the first question was asked. The supplemental question must arise directly out of the original question or the reply.

1.4 The questioner shall have two minutes for the initial question and one minute for the supplementary question and the respondent shall have five minutes for the initial reply and two minutes for the supplementary reply. (Council Procedure Rule 14.9 refers)

1.5 The total time devoted to questions from Members of the Council shall not exceed 30 minutes. Any question which cannot be dealt with during that time will be replied to in writing.

1.6 Any questions received in accordance with the Council's constitution will be available to view on the Council's website:

<https://www.thanet.gov.uk/info-pages/speaking-at-council-meetings/>

Contact Officer: Nick Hughes, Committee Services Manager

Reporting to: Tim Howes, Director of Corporate Governance and Monitoring Officer

## **Annex List**

There are no Annexes with this report.

## **Background Papers**

There are no Background Papers with this report.

## **Corporate Consultation**

**Finance:** Chris Blundell, Director of Financial Services

**Legal:** Tim Howes, Director of Corporate Governance and Monitoring Officer

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## NOTICE OF MOTION REGARDING ANTI-RACISM

<b>Council</b>	<b>10 December 2020</b>
Report Author	<b>Nick Hughes, Committee Services Manager</b>
Portfolio Holder	<b>Councillor Whitehead, Deputy Leader and Cabinet Member for Housing and Community Services</b>
Status	<b>For Decision</b>
Classification:	<b><i>Unrestricted</i></b>
Key Decision	<b>No</b>
Ward:	<b>All Wards</b>

### **Executive Summary:**

This Council will consider a notice of motion requiring the Council to acknowledge the mood in the community to defeat racism, and to take the steps detailed within the motion to support and further this cause.

Any motion on notice that proposes the taking of a decision where Council has not received a report from the officers setting out the technical, legal and financial implications of taking the decision in question shall only be debated.

### **Recommendation(s):**

Council is invited to consider whether to debate the motion.

### **Corporate Implications**

#### **Financial and Value for Money**

None arising directly from this report.

#### **Legal**

Council Procedure Rule 3.7 states that: "the Member whose name appears first on the notice will move the motion during his or her speech and call for a seconder. If seconded, a Member from the controlling political group will be entitled to a reply, after which the motion shall stand referred without further discussion to the Cabinet or appropriate committee for determination or report unless the Council decides to debate the motion in accordance with Rule 16" (*rules of debate*)

In accordance with Council Procedure Rule 3.8 iv., the motion on notice would, if adopted, constitute the exercise of an executive function, therefore the motion must be referred to the Cabinet (or relevant Cabinet portfolio holder as appropriate) for decision.

## Corporate

Council Procedure Rule 3 provides the opportunity for Councillors to give advance notice of motions to be put to Council.

## Equality 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, sex, disability, race, sexual orientation, gender reassignment, religion or belief and pregnancy & maternity. Only aim (i) of the Duty applies to Marriage & civil partnership.

There are no specific equalities issues arising from this report.

## CORPORATE PRIORITIES

This report relates to the following corporate priorities: -

- *Communities*

### 1.0 Introduction and Background

1.1 The following motion has been received from Councillor Rawf in accordance with Council Procedure Rule No. 3:

***“Thanet council notes the mood for change amongst the community to defeat racism.***

***In recent months Thanet has seen two peaceful, socially distanced, community led marches in support of the cause of anti-racism.***

***The council also notes that:***

- ***Nationally there has been a surge in hate crimes since July 2016***
- ***The council understands the importance and deep reliance we have on tourism to support the health of the local economy. This council believes that our future prosperity as a tourist destination is inextricably linked with our ability to stamp out the scourge of racism. This council further believes that we have a historic opportunity to shape the area into one that is attractive to all sectors of our diverse community and the wider country.***

***Thanet council resolves to:***

1. *acknowledge and support the work of local groups such as Calling Time on Racism, the People Dem Collective and Everyday Racism (We note and welcome the outreach work currently being undertaken with the aforementioned groups by officials of the council).*
2. *build a campaign to mark a cultural shift toward businesses taking a more active role in shaping an anti-racist community calling on the experience of these local groups.*
3. *Review our obligations under the Equality Act making explicit the working links between all the departments and functions of the council.*
4. *Support the work of all the council's community facing functions with due regard for the council's legal obligations as stated under the General Duty of the Public Sector Equality Duty to:*
  - a. *Eliminate unlawful discrimination, harassment and victimisation*
  - b. *Advance equality of opportunity*
  - c. *Foster good relations between people who share a protected characteristic and those who do not*
5. *Create a task force/working group if none already exists to oversee implementation of this vitally important area of work. The task group will include councillors, council officers, community activists and organisations and external expertise when required."*

## **2.0 Options**

- 2.1 To debate the motion and if adopted, refer the motion to the Cabinet (or relevant Cabinet Portfolio Holder as appropriate) for decision.
- 2.2 Not to debate the motion, in which case the motion will fall.

## **3.0 Decision Making Process**

- 3.1 It is for Council to decide whether or not to debate the motion.
- 3.2 As adoption of the motion would require the exercise of an executive function, if adopted, the motion would need to be referred to the Cabinet (or the Relevant Cabinet Portfolio Holder as appropriate) for decision.

Contact Officer: Nick Hughes, Committee Services Manager  
Reporting to: Tim Howes, Director of Corporate Governance

### **Annex List**

There are no Annexes with this report.

### **Background Papers**

There are no Background Papers with this report.

### **Corporate Consultation**

**Finance:** Chris Blundell, Head of Financial Services

**Legal:** Tim Howes, Director of Corporate Governance & Monitoring Officer

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## LEADER'S REPORT TO COUNCIL

<b>Council</b>	<b>10 December 2020</b>
<b>Report Author</b>	<b>Nick Hughes, Committee Services Manager</b>
<b>Portfolio Holder</b>	<b>The Leader</b>
<b>Status</b>	<b>For Information</b>
<b>Classification:</b>	<b>Unrestricted</b>
<b>Key Decision</b>	<b>No</b>

### **Executive Summary:**

To receive a report from the Leader in accordance with Council Procedure Rule 2.4

### **Recommendation(s):**

None - This report is for information only.

### **Corporate Implications**

#### **Financial and Value for Money**

There are no identified financial implications from this report.

#### **Legal**

There are no legal implications directly from this report.

#### **Corporate**

The Leaders report helps to contribute to the promoting open communications corporate value.

#### **Equality 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, sex, disability, race, sexual orientation, gender reassignment, religion or belief and pregnancy & maternity. Only aim (i) of the Duty applies to Marriage & civil partnership.

The Council demonstrates due regard to the aims of the Public Sector Equality Duty when conducting its business, this due regard is mirrored in the leaders report which provides an update on key issues arising since the last meeting of Council.

## **CORPORATE PRIORITIES**

This report relates to the following corporate priorities: -

- Growth
- Environmental
- Communities

### **1.0 Introduction and Background**

#### **1.1 Council Procedure Rule 2.4 provides that:**

“The Leader of the Council will make available in writing the content of his oral report to opposition group leaders no later than the Saturday before the meeting. The speech will not exceed ten minutes on key issues arising since the last meeting of Council.

The Leaders of any other political group may comment on the Leader’s report. The comments of the Leaders of the other political groups shall be limited each to five minutes. The other Group Leaders will comment in an order determined by the number of Councillors within those political groups, with the largest group commenting first, and so on.

The Leader has a right of reply to each Group Leader limited to two minutes, in hierarchical order, to any comments made on his/her report.

The Leader of the Council, the Leader of the Opposition and the Leader of any other political group may appoint substitutes to speak on their behalf.

No motions may be moved nor resolutions passed under this item.”

Contact Officer: Nick Hughes, Committee Services Manager

Reporting to: Tim Howes, Director of Corporate Governance and Monitoring Officer

#### **Annex List**

There are no Annexes with this report.

#### **Background Papers**

There are no Background Papers with this report.

#### **Corporate Consultation**

**Finance:** Chris Blundell, Director of Financial Services

**Legal:** Tim Howes, Director of Corporate Governance and Monitoring Officer

## FEES AND CHARGES 2021-22

<b>Meeting</b>	Council, 10 December 2020
<b>Report Author</b>	Tim Willis, Deputy Chief Executive and S151 Officer
<b>Portfolio Holder</b>	Cllr Robert Yates, Cabinet Member for Finance, Administration & Community Wealth Building
<b>Status</b>	For Decision
<b>Classification:</b>	Unrestricted
<b>Key Decision</b>	Budget and Policy Framework
<b>Ward:</b>	All

### Executive Summary:

A review of fees and charges has now been completed as part of the 2021-22 budget setting process. The proposed fees and charges are expected to generate additional income of around £200K, which represents an average increase of 2.0%. This excludes items such as Selective Licensing, On Street Parking and specific growth items covered elsewhere in the budget.

### Recommendation(s):

1. That Council consider and approve the fees and charges as listed in Annexes 1 and 2;

### Corporate Implications

#### Financial and Value for Money

The financial implications have been reflected within the body of the report. However were members to decide to reject any of the proposals, then additional savings of the same value would be required to deliver a balanced budget.

#### 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 (S151 Officer), and this report is helping to carry out that function.

The power to charge for discretionary services is not available to local authorities if there is a statutory duty to provide the service or if there is a specific power to charge for it or if there is a prohibition on charging.

The Localism Act 2011 provides local authorities with a general power of competence that confers on them the power to charge for services but again subject to conditions/limitations similar to those noted above.

Any decision made by the council must give due regard to the Public Sector Equality Duty section 149 of the Equality Act 2010.

## **Corporate**

Corporate priorities can only be delivered with robust finances and this report gives Members the opportunity to review the council's proposed fees and charges for 2020-21 as part of the budget setting process.

## **Equality 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, sex, disability, race, sexual orientation, gender reassignment, religion or belief and pregnancy & maternity. Only aim (i) of the Duty applies to Marriage & civil partnership.

An analysis of the impacts fees and charges might have to the statutory equality duties encouraged Thanet District Council to take a proportionate approach to fees and charges. EIAs tailored the necessary mitigations and exceptions, for example.

The council is satisfied that, in all the circumstances, the Schedule of 2020-21 fees and charges, those subject to an EIA, are lawful for the purposes of the public sector equality duties in the Equality Act 2010.

The council recognises that EIAs are not an end in themselves. They are, of course, a way of showing that due regard has been paid to the general duties; but the council will continue, all-the-time, engaging with the equality considerations, accepting comments and opinions from stakeholders and maintain a positive relationship with the Equality and Human Rights Commission.

## **CORPORATE PRIORITIES**

This report relates to the following corporate priorities: -

- *Growth*
- *Environment*
- *Communities*

## 1. Introduction and Background

- 1.1. This report seeks Council approval to set the fees and charges for 2021-22. Fees and charges have historically been agreed early in the budget cycle so that they can be built into individual service estimates. This covering report summarises the main points, with the details being provided in Annex 1.
- 1.2. The proposed fees and charges for 2021-22 were considered and approved by Cabinet on 19 November 2020 and Overview and Scrutiny Panel on 24 November 2020.
- 1.3. Subsequent to those meetings, Annex 1 has been updated to include the Energy Efficiency (Private Rented Properties) Penalties as approved by Cabinet on 19 November 2020 and Annex 2 has been added to this report to reflect the Electrical Safety (Private Rented Properties) Penalties approved by Cabinet at the same meeting.

## 2. Budget Strategy

- 2.1. As reported within the Budget Strategy elsewhere on this Council Agenda, the approach to setting fees and charges for 2021-22 will be as follows:
  - The default position will be to increase all fees and charges by at least 2% and all fees and charges income budgets by 2%. The only exceptions to this will be:
    - Where individual charges cannot rise by 2%, e.g. individual car parking charges, but the service (in this example, parking) will still need to generate at least 2% increase overall.
    - Where a service is being fundamentally reviewed as part of a review of its fees and charges income shortfall.
  - It assumed all services (e.g. building control) that identified a significant projected shortfall last year and this year, will take action to eliminate the shortfall. This might be by increasing charges by more than 2% if the market will tolerate it; or by restructuring charges; or by fundamentally reviewing the service. This will enable the overall budget strategy to presume no additional burden from historic income shortfalls.
- 2.2. It is anticipated that this will generate approximately £200k of income.

## 3. Implications

- 3.1. A rigorous examination of all the council's fees and charges was undertaken by the service managers and officers from Financial Services, using techniques such as benchmarking and other in-depth reviews.
- 3.2. Service managers also completed Equality Impact Assessments as per the requirement of the Public Sector Equality Duty and hence informed their design of the service and price. Annex 1 to this report sets out the proposed level of fees and charges for 2020-21 in respect of services provided by the council.

3.3. The major changes proposed to fees and charges 2021-22 can be summarised in table 1:

**Table 1 – Summary of major changes**

2021-22 Fees & Charges		Major Changes		
Ref	Type of Fees & Charges	New Fees	Deleted Fees	Increased Fees
1.	Car Parks – Off Street	✓	.	✓
2.	Car Parks – On Street	✓	.	✓
4.	Crematorium	✓	.	✓
5.	Cemeteries	.	.	✓
7.	Refuse - Bulky	.	.	✓
8.	Green Waste	.	.	✓
18.	B'stairs & M'gate Harbour	.	.	✓
19.	Ramsgate Harbour/Port	✓	.	✓
20.	Environmental Health Services	✓	.	.
24.	Licensing	✓	.	.
25.	Housing Charges	.	✓	.
29.	Corporate Marketing (Filming)	✓	✓	.
38.	Legal Services	✓	✓	✓
<b>Note: A tick shows that there has been a change. A blank means no change.</b>				

3.4. Changes to bring to Member's attention:

- **Car Parks** - The Residents Parking Permit scheme to be extended to include Margate Old Town and Ramsgate Harbour. New seasonal parking at Barnes Car Park, Westbrook. Introduction of annual Business License to park at rear of council offices.
- **Crematorium** - New Crematorium fees have been introduced as agreed by Cabinet in October 2020.
- **Ramsgate Port & Harbour** - New charge for Inner Marina berth holders only, to berth in Outer Marina for Ramsgate Week only. New fee for caravan storage at the Port.
- **Environmental Health Services** - Vehicle alarm nuisance - fee to disable alarm, tow and storage of vehicle.
- **Licensing** - A 10% discount to be applied to the licence fee for Electric and Hybrid Taxis. This is consistent with the reduction that is applied to Wheelchair Accessible Taxis (10%). New fees associated with Animal licences.
- **Housing Charges** - Deletion of charges for copy Rent and Tenancy Statements.
- **Corporate Marketing** - Current charges schedule deleted and replaced with a revised pricing structure.
- **Legal Services** - Current charges schedule deleted and replaced with a revised pricing structure.

## 4. Options

- 4.1. Council accepts the fees and charges submitted and recommends the proposed fees and charges to Council for Decision.
- 4.2. Council does not accept the fees and charges as submitted and proposes changes for the 2021-22 schedule. Council to notify officers of any changes required. If there are changes to those recommended that result in reduced income, then this will create a shortfall in the budget that will need to be funded from another source.

## 5. Next Steps

- 5.1. If Council accepts the recommendations then the additional income generated by these proposals will be reflected in the 2021-22 budget report to the Council in February 2021.

Contact Officer: *Chris Blundell, Director of Finance and Deputy s151 Officer*

Reporting to: *Tim Willis, Deputy Chief Executive and s151 Officer*

### Annex List

*Annex 1: Fees and Charges Schedule 2021-22*

*Annex 2: Electrical Safety (Private Rented) Penalties*

### Corporate Consultation

**Finance:** *N/A*

**Legal:** Tim Howes Corporate Director of Governance

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											Annex 1
CHARGES 2020/2021 £	INC. VAT * [1]	ESTIMATED INCOME 2020/2021 £	DETAILS	Statutory/ Discretionary	DATE LAST CHANGED	CHARGES 2021/2022 £	INC. VAT *	% CHANGE	£ CHANGE £	ESTIMATED INCOME 2021/2022 £	
			<b>1. OFF STREET PARKING</b>								
		40,000	LONG TERM							40,000	
										40,760	
Free Saturdays		5,400	HAROLD ROAD, Cliftonville			Free Saturdays				5,400	
Free Saturdays		25,000	ST PETER'S PARK ROAD, Broadstairs		1-Apr-19	Free Saturdays				28,000	
Free Saturdays		21,000	CANNON ROAD, Ramsgate			Free Saturdays				21,000	
		36,000	ALPHA ROAD Birchington							36,000	
0.20	SR	55,000	ALBION ROAD, Birchington - First half hour			0.20	SR	0.00%	0.00	55,000	
			7am - 10pm								
			Linear after 1st hour								
			Private motor cars								
1.00	SR		Per hour up to 4 hours	Discretionary	1-Apr-18	1.00	SR	0.00%	0.00		
5.00	SR		Over 5 hours (until 10.00 pm)	Discretionary	1-Apr-18	5.50	SR	10.00%	0.50		
0.10	SR		Each 10 minute slot between 1 hour and 5 hours rounded up to 10p		1-Apr-19	0.10	SR	0.00%	0.00		
		195,000	STAFFORDSHIRE STREET, Ramsgate							195,000	
		96,000	TRINITY SQUARE, Margate							96,000	
		20,000	QUEEN STREET/ELMS AVENUE, Ramsgate							20,000	
		15,000	ALBION PLACE, Ramsgate							16,000	
		25,000	VERE ROAD, Broadstairs							27,000	
			7am - 10pm								
			Linear after 1st hour								
			Private motor cars								
1.40	SR		Per hour up to 4 hours	Discretionary	1-Apr-19	1.40	SR	0.00%	0.00		
7.00	SR		Over 5 hours (until 10.00 pm)	Discretionary	1-Apr-19	7.50	SR	7.14%	0.50		
0.10	SR		Each 10 minute slot between 1 hour and 5 hours rounded up to 10p		1-Apr-19	0.10	SR	0.00%	0.00		
			SEASONAL								
		185,000	ALBION STREET, Broadstairs							195,000	
			7am - 10pm								
			Linear after 1st hour								
			Private motor cars								
			1st November to 31st March								
1.00	SR		Per hour up to 4 hours	Discretionary	1-Apr-18	1.00	SR	0.00%	0.00		
5.00	SR		Over 5 hours (until 10.00 pm)	Discretionary	1-Apr-18	5.50	SR	10.00%	0.50		
0.10			Each 10 minute slot between 1 hour and 5 hours rounded up to 10p	Discretionary	1-Apr-19	0.10	SR	0.00%	0.00		
3.50			Hoteliers Charge (bulk purchase) - 24 hour ticket		1-Apr-20	3.50					
			1st April to 31st October								
2.50	SR		First Hour	Discretionary	1-Apr-19	2.50	SR	0.00%	0.00		
2.50	SR		Per hour up to 4 hours		1-Apr-19	2.50	SR	0.00%	0.00		
12.00	SR		Over 5 hours (until 10.00 pm)	Discretionary	1-Apr-17	12.50	SR	4.17%	0.50		
0.10	SR		Each 10 minute slot between 1 hour and 5 hours rounded up to 10p		1-Apr-19	0.10	SR	0.00%	0.00		

											Annex 1
CHARGES 2020/2021 £	INC. VAT * [1]	ESTIMATED INCOME 2020/2021 £	DETAILS	Statutory/ Discretionary	DATE LAST CHANGED	CHARGES 2021/2022 £	INC. VAT *	% CHANGE	£ CHANGE £	ESTIMATED INCOME 2021/2022 £	
2.60	SR		Residents only- daily charge voucher scheme		1-Apr-19	2.60	SR	0.00%	0.00		
			Residents only- up to maximum 40 daily vouchers		1-Apr-20						
6.00			Hoteliers Charge (bulk purchase) - 24 hour ticket		1-Apr-20	6.00	SR	0.00%	0.00		
		20,000	MARINA ESPLANADE Area 2, Ramsgate							20,000	
		15,000	MARINA ESPLANADE Area 3, Ramsgate							13,000	
		15,000	MARINA ESPLANADE Area 4, Ramsgate							18,000	
			7am - 10pm								
			Linear after 1st hour								
			Private motor cars								
			1st November to 31st March								
1.00	SR		Per hour up to 4 hours	Discretionary	1-Apr-18	1.00	SR	0.00%	0.00		
5.00	SR		Over 5 hours (until 10.00 pm)	Discretionary	1-Apr-18	5.50	SR	10.00%	0.50		
0.10	SR		Each 10 minute slot between 1 hour and 5 hours rounded up to 10p		1-Apr-19	0.10	SR	0.00%	0.00		
			1st April to 31st October								
1.00	SR		First Hour	Discretionary	1-Apr-20	1.00	SR	0.00%	0.00		
1.00	SR		Per hour up to 4 hours		1-Apr-20	1.00	SR	0.00%	0.00		
5.00	SR		Over 5 hours (until 10.00 pm)	Discretionary	1-Apr-20	5.50	SR	10.00%	0.50		
0.10	SR		Each 10 minute slot between 1 hour and 5 hours rounded up to 10p		1-Apr-19	0.10	SR	0.00%	0.00		
2.60	SR		Residents only- daily charge voucher scheme		1-Apr-19	2.60	SR	0.00%	0.00		
			Residents only- up to maximum 40 daily vouchers		1-Apr-20						
		55,000	CHANDOS SQUARE, Broadstairs 7am - 10pm Linear after 1st hour							58,000	
			Private motor cars								
			1st November to 31st March								
1.40	SR		Per hour up to 4 hours	Discretionary	1-Apr-19	1.40	SR	0.00%	0.00		
7.00	SR		Over 5 hours (until 10.00 pm)	Discretionary	1-Apr-19	7.50	SR	7.14%	0.50		
0.10	SR		Each 10 minute slot between 1 hour and 5 hours rounded up to 10p		1-Apr-19	0.10	SR	0.00%	0.00		
			1st April to 31st October								
2.50	SR		First Hour			2.50	SR	0.00%	0.00		
2.50	SR		Per hour up to 4 hours	Discretionary	1-Apr-19	2.50	SR	0.00%	0.00		
12.00	SR		Over 5 hours (until 10.00 pm)	Discretionary	1-Apr-19	12.50	SR	4.17%	0.50		
0.10	SR		Each 10 minute slot between 1 hour and 5 hours rounded up to 10p		1-Apr-19	0.10	SR	0.00%	0.00		
2.60	SR		Residents only- daily charge voucher scheme		1-Apr-19	2.60	SR	0.00%	0.00		
			Residents only- up to a maximum of 40 daily vouchers		1-Apr-20						
			MULTI STOREY CAR PARKS								
Free Saturdays		100,000	MILL LANE MULTI STOREY CAR PARK, Margate 7am-7pm Linear after 1st hour			Free Saturdays				100,000	
			7am - 7pm								
			Linear after 1st hour								
			Private motor cars								
1.40	SR		Per hour up to 4 hours	Discretionary	1-Apr-19	1.40	SR	0.00%	0.00		
7.00	SR		Over 5 hours (until 7.00 pm)	Discretionary	1-Apr-19	7.50	SR	7.14%	0.50		

											Annex 1	
CHARGES 2020/2021 £	INC. VAT * [1]	ESTIMATED INCOME 2020/2021 £	DETAILS			Statutory/ Discretionary	DATE LAST CHANGED	CHARGES 2021/2022 £	INC. VAT *	% CHANGE	£ CHANGE £	ESTIMATED INCOME 2021/2022 £
0.10	SR	178,000		Each 10 minute slot between 1 hour and 5 hours rounded up to 10p			1-Apr-19	0.10	SR	0.00%	0.00	178,000
				ROYAL HARBOUR (LEOPOLD STREET) MULTI STOREY CAR PARK, Ramsgate								
				7am - 10pm								
				Linear after 1st hour								
				Private motor cars								
1.40	SR			Per hour up to 4 hours		Discretionary	1-Apr-19	1.40	SR	0.00%	0.00	
7.00	SR			Over 5 hours (until 10.00 pm)		Discretionary	1-Apr-19	7.50	SR	7.14%	0.50	
0.10	SR			Each 10 minute slot between 1 hour and 5 hours rounded up to 10p			1-Apr-19	0.10	SR	0.00%	0.00	
3.50	SR			Hoteliers Charge (bulk purchase) - 24 hour ticket		Discretionary	1-Apr-18	3.50	SR	0.00%	0.00	
50.00		600		Multi Storey car park release fee			1-Apr-19	50.00		0.00%	0.00	900
		600										900
		-		Rear of The Council Building - Annual Business License	new	Discretionary		1000				3,000
				SHORT TERM								
		55,000		CAVENDISH STREET, Ramsgate 7am -10pm								55,000
		50,000		MEETING STREET, Ramsgate 7am -10pm								50,000
		90,000		MARKET STREET, Margate 7am - 10pm Linear after 1st hour								92,000
		65,000		CROFT'S PLACE, Broadstairs 7am - 10pm Linear after 1st hour								65,000
				Linear after 1st hour								
				Private motor cars								
1.40	SR			Per hour up to 2 hours		Discretionary	1-Apr-19	1.40	SR	0.00%	0.00	
5.60	SR			4 hours (until 10.00 pm)		Discretionary	1-Apr-19	6.10	SR	8.93%	0.50	
0.10	SR			Each 10 minute slot between 1 hour and 4 hours rounded up to 10p			1-Apr-19	0.10	SR	0.00%	0.00	
6.00				Market Street, Hotelier charge (bulk purchase) 24 hour ticket			1-Apr-20	6.00	SR	0.00%	0.00	
				SEASONAL PAY AND DISPLAY								
		20,000	(a)	MINNIS BAY, Birchington, 7am - 10pm								21,000
				Linear after 1st hour								
				Summer Season 1 April to 31 October								
				Private motor cars								
1.00	SR			Per hour up to 4 hours		Discretionary	1-Apr-19	1.00	SR	0.00%	0.00	
5.00	SR			Over 5 hours (until 10.00 pm)		Discretionary	1-Apr-19	5.50	SR	10.00%	0.50	
0.10	SR			Each 10 minute slot between 1 hour and 5 hours rounded up to 10p			1-Apr-19	0.10	SR	0.00%	0.00	
		50,000	(b)	JOSS BAY, Broadstairs 7am- 10pm Linear after 1st hour								61,000
				Summer Season 1 April to 31 October								
				Private motor cars								
1.00	SR			First Hour			1-Apr-20	1.00	SR	0.00%	0.00	
1.00	SR			Per hour up to 4 hours		Discretionary	1-Apr-20	1.00	SR	0.00%	0.00	
5.00	SR			Over 5 hours (until 10.00 pm)		Discretionary	1-Apr-20	5.50	SR	10.00%	0.50	
0.10	SR			Each 10 minute slot between 1 hour and 5 hours rounded up to 10p			1-Apr-19	0.10	SR	0.00%	0.00	
2.60	SR			Residents only- daily charge voucher scheme			1-Apr-19	2.60	SR	0.00%	0.00	

											Annex 1
CHARGES 2020/2021 £	INC. VAT * [1]	ESTIMATED INCOME 2020/2021 £	DETAILS	Statutory/ Discretionary	DATE LAST CHANGED	CHARGES 2021/2022 £	INC. VAT *	% CHANGE	£ CHANGE £	ESTIMATED INCOME 2021/2022 £	
			Residents only- maximum 40 daily vouchers		1-Apr-20						
		5,000	(c) ST MILDRED'S BAY, Westgate, 7am-10pm							5,000	
			Linear after 1st hour								
			Summer Season 1 April to 31 October								
			Private motor cars								
1.00	SR		Per hour up to 4 hours	Discretionary	1-Apr-19	1.00	SR	0.00%	0.00		
5.00	SR		Over 5 hours (until 10.00 pm)	Discretionary	1-Apr-19	5.50	SR	10.00%	0.50		
0.10			Each 10 minute slot between 1 hour and 5 hours rounded up to 10p		1-Apr-19	0.10	SR	0.00%	0.00		
			(d) BARNES CAR PARK, Westbrook, 7am-10pm							15,000	
			Linear after 1st hour								
			Summer Season 1 April to 31 October								
			Private motor cars								
			Per hour up to 4 hours	new Discretionary	1-Apr-21	1.00	SR				
			Over 5 hours (until 10.00 pm)	new Discretionary	1-Apr-21	5.50	SR				
			Each 10 minute slot between 1 hour and 5 hours rounded up to 10p	new	1-Apr-21	0.10	SR				
			COACH PARKING								
			VERE ROAD, Broadstairs 7am- 10pm							960	
			JOSS BAY, Broadstairs 7am - 10pm							240	
			MINNIS BAY, Birchington 7am - 10pm							240	
			Summer Season 1 April to 31 October								
12.00	SR		Up to 4 hours	Discretionary	1-Apr-19	12.00	SR	0.00%	0.00		
24.00	SR		Over 4 hours and up to 15 hours (until 10.00 pm)	Discretionary	1-Apr-19	24.00	SR	0.00%	0.00		
			Off Season 1st November to 31 March								
12.00	SR		Per entry (up to 15 hour stay)	Discretionary	1-Apr-19	12.00	SR	0.00%	0.00		
			VERE ROAD, Broadstairs 7am - 10pm								
1.00	SR		Up to 30 minutes (dropping off/picking up)	Discretionary	1-Apr-16	1.00	SR	0.00%	0.00		
			HGV's							100	
			VERE ROAD, Broadstairs 7am - 10pm								
			MINNIS BAY, Birchington 7am - 10pm								
			Summer Season 1 April to 31 October								
12.00	SR		Up to 4 hours	Discretionary	1-Apr-19	12.00	SR	0.00%	0.00		
24.00	SR		Over 4 hours and up to 15 hours (until 10.00 pm)	Discretionary	1-Apr-19	24.00	SR	0.00%	0.00		
		115,000	SEASON TICKETS							120,000	
			(a) Annual								
630.00	SR		All Car Parks	Discretionary	1-Apr-18	643	SR	2.06%	13.00		
480.00	SR		All long term car parks only	Discretionary	1-Apr-18	490	SR	2.08%	10.00		

											Annex 1		
CHARGES 2020/2021 £	INC. VAT * [1]	ESTIMATED INCOME 2020/2021 £	DETAILS			Statutory/ Discretionary	DATE LAST CHANGED	CHARGES 2021/2022 £	INC. VAT *	% CHANGE	£ CHANGE £	ESTIMATED INCOME 2021/2022 £	
380.00	SR			Selected Car Parks			Discretionary	1-Apr-17	388	SR	2.11%	8.00	
			(b)	Half Year									
390.00	SR			All Car Parks			Discretionary	1-Apr-18	398	SR	2.05%	8.00	
300.00	SR			All long term car parks only			Discretionary	1-Apr-17	306	SR	2.00%	6.00	
230.00	SR			Selected Car Parks			Discretionary	1-Apr-18	235	SR	2.17%	5.00	
			(c)	Monthly									
80.00	SR			All Car Parks			Discretionary	1-Apr-18	82	SR	2.50%	2.00	
70.00	SR			All long term car parks only			Discretionary	1-Apr-18	72	SR	2.86%	2.00	
60.00	SR			Selected Car Parks			Discretionary	1-Apr-18	62	SR	3.33%	2.00	
			(d)	Weekly									
42.00	SR	500		All Car Parks			Discretionary	1-Apr-19	43	SR	2.38%	1.00	1,680
			(e)	Weekly Coach									
				Summer Season 1 April to 31 October									
90.00	SR			Vere Road, Joss Bay, Minnis Bay			Discretionary	1-Apr-19	92	SR	2.22%	2.00	
				Off Season 1st November to 31 March									
48.00	SR			Vere Road			Discretionary	1-Apr-19	49	SR	2.08%	1.00	
0	SR			Replacement Discs			Discretionary	11-Jun-15	0	SR	0.00%	0.00	
5.00	SR	1,000		Change of Registration			Discretionary	1-Apr-16	5	SR	0.00%	0.00	1,100
		174,720		FIXED PENALTY FINE - OFF STREET (Fixed by Central Government)									180,000
70.00	NB		(a)	Higher level penalty charge			Statutory	1-Apr-08	70.00	NB	0.00%	0.00	
35.00	NB		(b)	Higher level penalty charge - Payment within fourteen days			Statutory	1-Apr-08	35.00	NB	0.00%	0.00	
50.00	NB		(c)	Lower level penalty charge			Statutory	1-Apr-08	50.00	NB	0.00%	0.00	
25.00	NB		(d)	Lower level penalty charge - Payment within fourteen days With effect from 31st March 2008			Statutory	1-Apr-08	25.00	NB	0.00%	0.00	
			<b>2. ON STREET PARKING</b>										
		872,500		On Charge Everyday									907,000
				Maximum 2 hourly stay 9am - 6pm									
1.50	NB			Cecil Square, Margate			Discretionary	1-Apr-19	1.6	NB	6.67%	0.10	
				Albert Terrace, 1st April to 31st October			Discretionary	1-Apr-19					
				£ per half hour for up to 2 hours									
				1st November to 31st March									
	NB			£ per half hour for up to 2 hours			Discretionary	1-Apr-19		NB			
				Minimum 1 hour charge 9am - 6pm									
2.50	NB	-		Harbour Parade, Ramsgate			Discretionary	1-Apr-19	2.60	NB	4.00%	0.10	0
2.50	NB	-		Victoria Parade, Broadstairs			Discretionary	1-Apr-19	2.60	NB	4.00%	0.10	0

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CHARGES 2020/2021 £	INC. VAT * [1]	ESTIMATED INCOME 2020/2021 £	DETAILS	Statutory/ Discretionary	DATE LAST CHANGED	CHARGES 2021/2022 £	INC. VAT *	% CHANGE	£ CHANGE £	ESTIMATED INCOME 2021/2022 £	
			Maximum 2 hourly stay								
			Linear Charging Maximum 2 hourly stay 9am - 6pm								
			Albert Terrace, Margate	Discretionary							
			Albion Place, Ramsgate	Discretionary							
			Belvedere Road, Broadstairs	Discretionary							
			Birchington	Discretionary							
			Broad Street, Margate	Discretionary							
			Broad Street, Ramsgate	Discretionary							
			Brunswick Street, Ramsgate	Discretionary							
			Carlton Ave, Broadstairs	Discretionary							
			Cavendish Street, Ramsgate	Discretionary							
			Charlotte Street, Broadstairs	Discretionary							
			Cliff Street, Ramsgate	Discretionary							
			Fort Road, Margate	Discretionary							
			Hardres Street, Ramsgate	Discretionary							
			Hawley Square/Churchfields Place	Discretionary							
			High Street, Broadstairs	Discretionary							
			High Street, Margate	Discretionary							
			King Street, Ramsgate	Discretionary							
			Lloyd Road, Broadstairs	Discretionary							
			Lombard Street, Margate	Discretionary							
			Marine Drive, Margate	Discretionary							
			Marine Terrace, Margate	Discretionary							
			Mill Lane, Margate	Discretionary							
			Nelson Crescent, Ramsgate	Discretionary							
			New Cross Street, Margate	Discretionary							
			New Street, Margate	Discretionary							
			Northdown Road	Discretionary							
			Paragon, Ramsgate	Discretionary							
			Pierremont Avenue, Broadstairs	Discretionary							
			Prospect Terrace, Ramsgate	Discretionary							
			Queen Street, Ramsgate	Discretionary							
			Rose Hill, Ramsgate	Discretionary							
			Sion Hill, Ramsgate	Discretionary							
			Station Road, Birchington	Discretionary							
			Surrey Gardens, Birchington	Discretionary							
			The Parade, Margate	Discretionary							
			Union Crescent, Margate	Discretionary							
			Vere Road, Broadstairs	Discretionary							
			Wellington Crescent, Ramsgate	Discretionary							
			Westfield Road, Birchington	Discretionary							
			Woodford Court, Birchington	Discretionary							
			York Street, Broadstairs	Discretionary							
0.20	NB		10 minutes	Discretionary	1-Apr-19	0.20	NB	0.00%	0.00		
4.60	NB		2 hours	Discretionary	1-Apr-19	4.60	NB	0.00%	0.00		
0.10	NB		Each 10 minute slot thereafter rounded up to 10p upto 2 hours	Discretionary	1-Apr-19	0.10	NB	0.00%	0.00		

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CHARGES 2020/2021 £	INC. VAT * [1]	ESTIMATED INCOME 2020/2021 £	DETAILS	Statutory/ Discretionary	DATE LAST CHANGED	CHARGES 2021/2022 £	INC. VAT *	% CHANGE	£ CHANGE	ESTIMATED INCOME 2021/2022 £	
			9am - 6pm Lawn Road, Broadstairs								
1.00	NB		Up to 1 hour	Discretionary	1-Apr-20	1.00	NB	0.00%	0.00		
2.00	NB		Up to 2 hours	Discretionary	1-Apr-20	2.00	NB	0.00%	0.00		
3.00	NB		Up to 3 hours	Discretionary	1-Apr-20	3.00	NB	0.00%	0.00		
4.00	NB		Up to 4 hours	Discretionary	1-Apr-20	4.00	NB	0.00%	0.00		
0.20	NB		10 Minutes	Discretionary	1-Apr-16	0.20	NB	0.00%	0.00		
0.10	NB		Each 10 minute slot thereafter rounded up to 10p upto 4 hours	Discretionary	1-Apr-19	0.10	NB	0.00%	0.00		
			10am - 6pm Elmwood Avenue, Broadstairs								
1.00	NB		Up to 1 hour	Discretionary	20-Jul-19	1.00	NB	0.00%	0.00		
2.00	NB		Up to 2 hours	Discretionary	20-Jul-19	2.00	NB	0.00%	0.00		
3.00	NB		Up to 3 hours	Discretionary	20-Jul-19	3.00	NB	0.00%	0.00		
4.00	NB		Up to 4 hours	Discretionary	20-Jul-19	4.00	NB	0.00%	0.00		
5.00	NB		Over 4 hours and up to 24 hours	Discretionary	20-Jul-19	5.00	NB	0.00%	0.00		
			RESIDENTS PARKING								
		50,000	RESIDENTS PARKING PERMITS Annual Fee							55,000	
74.00	NB		Margate West zone	Discretionary	1-Apr-19	75.5	NB	2.03%	1.50		
74.00	NB		Belmont Road Broadstairs	Discretionary	1-Apr-19	75.5	NB	2.03%	1.50		
74.00	NB		Addington Road Margate	Discretionary	1-Apr-19	75.5	NB	2.03%	1.50		
74.00	NB		Birchington	Discretionary	1-Apr-19	75.50	NB	2.03%	1.50		
74.00	NB		Victoria Parade, Broadstairs	Discretionary	1-Apr-19	75.50	NB	2.03%	1.50		
74.00	NB		Madeira	Discretionary	1-Apr-19	75.50	NB	2.03%	1.50		
			Margate Old Town	Discretionary	1-Apr-19	75.50	NB				
			Ramsgate Harbour	Discretionary	1-Apr-19	75.50	NB				
		14,000	RESIDENTS PARKING AREAS							15,000	
3.60	NB		Daily visitors vouchers	Discretionary	1-Apr-19	3.70	NB	2.78%	0.10		
2.60	NB		Daily visitors vouchers purchased in bulk (20 at a time, maximum 100)	Discretionary	1-Apr-19	2.70	NB	3.85%	0.10		
415.00	NB		Commercial premises sited in residential areas - per permit	Discretionary	1-Apr-19	425	NB	2.41%	10.00		
21.00	NB		Motorcycle permits	Discretionary	1-Apr-19	21.50	NB	2.38%	0.50		
0	NB		Replacement Permit	Discretionary	11-Jun-15	0	NB	0.00%	0.00		
5.00	NB		Change of registration	Discretionary	1-Apr-16	5.00	NB	0.00%	0.00		
			FIXED PENALTY FINE - ON STREET								
		172,000								175,000	
		428,000								430,000	
			(Fixed by Central Government)								
70.00	NB		Higher level penalty charge	Statutory	1-Apr-08	70.00	NB	0.00%	0.00		
35.00	NB		Higher level penalty charge - Payment within fourteen days	Statutory	1-Apr-08	35.00	NB	0.00%	0.00		
50.00	NB		Lower level penalty charge	Statutory	1-Apr-08	50.00	NB	0.00%	0.00		
25.00	NB		Lower level penalty charge - Payment within fourteen days	Statutory	1-Apr-08	25.00	NB	0.00%	0.00		
			With effect from 31st March 2008								

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CHARGES 2020/2021 £	INC. VAT * [1]	ESTIMATED INCOME 2020/2021 £	DETAILS	Statutory/ Discretionary	DATE LAST CHANGED	CHARGES 2021/2022 £	INC. VAT *	% CHANGE	£ CHANGE £	ESTIMATED INCOME 2021/2022 £	
		15,000	DECRIMINALISATION							15,000	
500.00	NB		ANNUAL DISPENSATION	Discretionary	1-Apr-19	500.00	NB	0.00%	0.00		
76.00	NB		Utility Companies	Discretionary	1-Apr-19	76.00	NB	0.00%	0.00		
25.00	NB		Professional Community Services	Discretionary	11-Jun-12	25.00	NB	0.00%	0.00		
5.00	NB		Voluntary Community Services	Discretionary	1-Apr-16	5.00	NB	0.00%	0.00		
120.00			Change of registration	Discretionary	1-Apr-19	120.00	NB	0.00%	0.00		
			Commercial Users								
		1,500	WEEKLY WAIVER							1,500	
45.00	NB		Builders	Discretionary	1-Apr-19	46	NB	2.22%	1.00		
			OTHER								
35.00	NB	100	Cones - Out of Hours Use/Less than 7 days notice/Lost Cones	Discretionary	1-Apr-19	36	NB	2.86%	1.00	0	
20.00			More than 7 days notice	Discretionary	1-Apr-19	21	NB	5.00%	1.00		
70.00	NB	2,000	Suspension of Bay - Administration Fee	Discretionary	1-Apr-17	72	NB	2.86%	2.00	3,000	
200.00		400	Abandoned Vehicles		1-Apr-19	204	NB	2.00%	4.00	200	
120.00			Early payment 7 days		1-Apr-19	122	NB	1.67%	2.00		
300.00		600	Dog Bone Installation		1-Apr-20	300	NB			3,600	
100.00			Dog Bone Remark		1-Apr-20	100.00	NB				
250.00	NB	1,000	DISABLED PERSONS BAY - set by KCC	Discretionary	1-Apr-10	250.00	NB	0.00%	0.00	2,000	
			MOBILE DISPLAYS - set by KCC								
150.00	NB		Weekly Charge	Discretionary	1-Apr-15	150.00	NB	0.00%	0.00		
30.00	NB		Day Charge	Discretionary	1-Apr-15	30.00	NB	0.00%	0.00		
75.00	NB	1,000	Additional Weeks	Discretionary	1-Apr-20	75.00	NB	0.00%	0.00	1,000	
			<b>3. DISTRICT HIGHWAYS ACTIVITIES</b>								
150.00	NB	2,700	ROAD CLOSURES (Street Fairs)	Discretionary	1-Apr-20	160	NB	6.67%	10.00	2,800	
			<b>4. CREMATORIUM</b>								
			CREMATION FEE								
0.00	EX		Child - stillborn including medical referee (claim from CFF only)		1-Apr-19	359.68	EX		359.68		
55.00	EX		Body Parts (med ref to be added)		1-Apr-17	55.00	EX	0.00%	0.00		
			Child - 5 - 9 years including medical referee (claim from CFF only)	new		494.56					
			Child - 10 - 17 years including medical referee (claim from CCF only)	new		629.44					
0.00	EX		Person 12-17 years	new	1-Apr-19	0.00	EX				
754.00	EX	1,205,000	Person over 18 years (after 10am) -use of chapel for 30 minutes		1-Apr-20	760.00	EX	0.80%	6.00	1,216,000	
535.00	EX		Person over 18 years (before 10am) - use of chapel for 20 minutes		1-Apr-20	536.00	EX	0.19%	1.00		
435.00			Direct cremation service		1-Apr-20	435.00	EX	0.00%	0.00		



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26.00	EX	42,600	Medical Referee		1-Apr-19	26.25	EX	0.96%	0.25	43,000	
105.00	EX	172,000	Environmental Surcharge (additional to adult cremation fee)	Statutory	1-Apr-20	107.00	EX	1.90%	2.00	175,000	
ADDITIONAL CHARGES - CREMATORIUM											
460.00	EX		Weekend service (by request only and in addition to cremation fee) by the funeral director		1-Apr-19	470.00	EX	2.17%	10.00		
125.00	EX	12,900	Additional chapel hire - total 1 hour in chapel		1-Apr-20	128.00	EX	2.40%	3.00	15,000	
175.00	EX		Service Overrun in excess of 35 minutes (20 minutes for 9.00 and 9.30 services)		1-Apr-20	190.00	EX	8.57%	15.00		
WESLEY MUSIC SYSTEM											
5.90	EX		Wesley music system (mandatory payment with all adult cremations)		1-Apr-20	5.95	EX	0.85%	0.05		
80.00	SR	6,500	Webcasting of Service		1-Apr-20	80.00	SR	0.00%	0.00	7,000	
50.00	SR		CD recording of service		1-Apr-17	50.00	SR	0.00%	0.00		
30.00	SR		Additional copy of CD		1-Apr-19	30.00	SR	0.00%	0.00		
WESLEY VISUAL TRIBUTE											
9.00	SR		Minute of video		1-Apr-19	10.50	SR	16.67%	1.50		
55.00	SR		2-16 photos		1-Apr-20	56.25	SR	2.27%	1.25		
65.00	SR		17-25 photos		1-Apr-20	66.00	SR	1.54%	1.00		
100.00	SR		26-50 photos		1-Apr-19	102.00	SR	2.00%	2.00		
26.00	SR		1 holding image during the service		1-Apr-20	26.00	SR	0.00%	0.00		
72.00	SR		DVD recording of service		1-Apr-19	72.00	SR	0.00%	0.00		
30.00	SR		Additional copy of DVD		1-Apr-19	30.00	SR	0.00%	0.00		
28.00	SR		DVD of the tribute only		1-Apr-19	28.00	SR	0.00%	0.00		
108.00	SR		DVD recording of the service including the tribute		1-Apr-19	108.00	SR	0.00%	0.00		
at cost+20% admin+vat			Late tribute fee		1-Apr-19	at cost+20% admin+vat	SR				
			Temp webcast fee			35					
DISPOSAL OF CREMATED REMAINS											
free			Scatter of ashes in crematorium grounds			free		0.00%	0.00		
free			Supply of container for release			free		0.00%	0.00		
78.50	SR		Memorial plaque in scattering area 1 year lease		1-Apr-18	80	SR	1.91%	1.50		
190.00	SR		Memorial plaque in scattering area 3 year lease		1-Apr-18	195	SR	2.63%	5.00		
MEMORIAL PLAQUES IN CHILDRENS AREA											
150.00			Plaque purchase and five year lease		1-Apr-20	150.00	SR	0.00%	0.00		
70.00			Plaque purchase and one year lease		1-Apr-20	70.00	SR	0.00%	0.00		
Garden of rest Thanet Crematorium											
395.00	EX	24,000	Exclusive right of plot for the interment of ashes in caskets or urns (50 years)		1-Apr-20	410.00	EX	3.80%	15.00	25,000	
570.00	EX		Exclusive right of plot for the interment of ashes in caskets or urns (75 years)		1-Apr-20	590.00	EX	3.51%	20.00		
165.00	NB	25,000	Interment of ashes in caskets or urns		1-Apr-20	170.00	NB	3.03%	5.00	20,000	
176.00	NB		Interment of ashes in caskets or urns from other crematoria		1-Apr-20	182.00	NB	3.41%	6.00		
25.75	NB	800	Copy of deed		1-Apr-20	26.50	NB	2.91%	0.75	1,000	
51.00	EX	6,600	Transfer of EROB (in accordance with Probate)		1-Apr-20	52.50	EX	2.94%	1.50	7,000	
68.00	EX		Transfer of EROB (additional transfer after Probate)		1-Apr-19	70.00	EX	2.94%	2.00		

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70.00	EX		Transfer of EROB (with Statutory Declaration)		1-Apr-19	72.00	EX	2.86%	2.00		
70.00	EX		Assignment of EROB Living owners		1-Apr-18	72.00	EX	2.86%	2.00		
			Garden of Rest Memorial Thanet Crematorium								
145.00	EX	10,500	Right to erect memorial		1-Apr-20	150.00	EX	3.45%	5.00	12,000	
184.00	EX		Right to erect memorial spanning two plots		1-Apr-20	190.00	EX	3.26%	6.00		
75.00	NB	4,750	Right to add Additional Inscription, Vase or Memorial under 12" tall (GoR)		1-Apr-20	77.50	NB	3.33%	2.50	5,000	
30.75	SR		Memorial Inspection Fee		1-Apr-20	31.50	SR	2.44%	0.75		
20.00	NB	1,200	Temporary number stone		1-Apr-20	22.00	NB	10.00%	2.00	1,500	
			Garden of Rest Ramsgate Cemetery								
350.00	EX		Exclusive right of burial for the interment of ashes in caskets or urns (50 years)		1-Apr-20	355.00	EX	1.43%	5.00	3,000	
480.00	EX		exclusive right of burial for the interment of ashes in caskets or urns (75 years)		1-Apr-20	485.00	EX	1.04%	5.00		
153.00	NB		Interment of ashes in caskets or urns		1-Apr-20	155.00	NB	1.31%	2.00		
160.00	NB		Interment of ashes in caskets or urns from other crematoria		1-Apr-17	165.00	NB	3.13%	5.00		
25.75	NB		Copy of deed		1-Apr-20	26.50	NB	2.91%	0.75		
51.00	EX		Transfer of EROB (in accordance with Probate)		1-Apr-20	52.50	EX	2.94%	1.50		
68.00	EX		Transfer of EROB (additional transfer after Probate)		1-Apr-19	70.00	EX	2.94%	2.00		
70.00	EX		Transfer of EROB (with Statutory Declaration)		1-Apr-19	72.00	EX	2.86%	2.00		
70.00	EX		Assignment of EROB Living owners		1-Apr-18	72.00	EX	2.86%	2.00		
			Garden of Rest Memorial Ramsgate Cemetery								
134.00	NB		Right to erect memorial		1-Apr-20	136.00	NB	1.49%	2.00	1,000	
177.50	NB		Right to erect memorial spanning two plots		1-Apr-20	180.00	NB	1.41%	2.50		
68.00	NB		Right to add Additional Inscription, Vase or Memorial under 12" tall (GoR)		1-Apr-20	69.00	NB	1.47%	1.00		
27.50	SR	5,000	Memorial Inspection Fee		1-Apr-17	28.00	SR	1.82%	0.50		
20.00	NB		Temporary number stone		1-Apr-20	22.00	NB	10.00%	2.00		
			Woodlands								
205.00	EX	2,500	Exclusive right of burial (25 years)		1-Apr-20	210.00	EX	2.44%	5.00	2,500	
108.50	NB		Interment		1-Apr-20	112.00	NB	3.23%	3.50		
117.00	NB		Interment in urn from other crematoria		1-Apr-20	120.00	NB	2.56%	3.00		
20.00	NB		Temporary number stone		1-Apr-20	22.00	NB	10.00%	2.00		
75.00	NB		Memorial application (under 12")		1-Apr-20	77.50	NB	3.33%	2.50		
51.00	EX		Transfer of EROB (in accordance with Probate)		1-Apr-20	52.50	EX	2.94%	1.50		
68.00	EX		Transfer of EROB (additional transfer after Probate)		1-Apr-19	70.00	EX	2.94%	2.00		
70.00	EX		Transfer of EROB (with Statutory Declaration)		1-Apr-19	72.00	EX	2.86%	2.00		
70.00	EX		Assignment of EROB Living owners		1-Apr-18	72.00	EX	2.86%	2.00		
26.00	NB	600	Copy of deed		1-Apr-20	26.50	NB	1.92%	0.50	600	
	EX		Topping up of burial rights (not available until only 20 years remaining starting 2021 - 2022)	new	1-Apr-17	40	EX				
at cost + 30% +VAT	SR		Forwarding ashes within Great Britain (including postage, packing & approved container)	Discretionary		at cost + 30% +VAT	SR				
112.00	EX	1,500	Disposal of ashes from other crematoria (for scatter or auger plot)	Discretionary	1-Apr-20	116.00	EX	3.57%	4.00	1,600	
			Woodlands plots for cremated remains at Ramsgate Cemetery								
165.00			Exclusive right of burial (25 years)		1-Apr-20	165.00	EX	0.00%			

											Annex 1
CHARGES 2020/2021 £	INC. VAT * [1]	ESTIMATED INCOME 2020/2021 £	DETAILS	Statutory/ Discretionary	DATE LAST CHANGED	CHARGES 2021/2022 £	INC. VAT *	% CHANGE	£ CHANGE £	ESTIMATED INCOME 2021/2022 £	
108.50			Interment		1-Apr-20	108.50	NB	0.00%			
117.00			Interment in urn from other crematoria		1-Apr-20	117.00	NB	0.00%			
20.00			Temporary number stone		1-Apr-20	20.00	NB	0.00%			
75.00			Memorial application (under 12")		1-Apr-20	75.00	NB	0.00%			
10.00	NB		Copy of green registrar's certificate		1-Apr-17	10.00	NB	0.00%	0.00		
10.00	NB		Copy of cremated remains certificate		1-Apr-17	10.00	NB	0.00%	0.00		
23.50	SR	800	Family history searches		1-Apr-20	25.00	SR	6.38%	1.50	800	
108.50	NB	14,000	Auger Plot - interment of ashes	Discretionary	1-Apr-20	112.00	NB	3.23%	3.50	15,000	
117.00	NB		Auger interments and scatters from other crematoria		1-Apr-20	120.00	NB	2.56%	3.00		
46.25	EX		Permission for auger marker		1-Apr-20	48.00	EX	3.78%	1.75		
			Roses								
350.00	SR		Individual rose with granite style marker 10 year lease		1-Apr-17	355.00	SR	1.43%	5.00	2,000	
400.00	SR		Standard rose with granite style marker 10 year lease		1-Apr-17	410.00	SR	2.50%	10.00		
	SR		Renewal of lease Individual rose for 10 years		1-Apr-17		SR	0.00%	0.00		
	SR		Renewal of lease standard rose for 10 years		1-Apr-17		SR	0.00%	0.00		
350.00	SR		Mature Tree (interment only) + granite style marker 10 year lease		1-Apr-17	355.00	SR	1.43%	5.00		
	SR		Renewal of lease (every 10 years)		1-Apr-17		SR	0.00%	0.00		
95.00	NB		Weekend cremated remains interment - usual fee +		1-Apr-20	98.00	NB	3.16%	3.00		
			Inscription in books of remembrance								
73.00	SR	11,000	Two lines	Discretionary	1-Apr-20	75.00	SR	2.74%	2.00	12,000	
31.00	SR		Each additional line	Discretionary	1-Apr-20	32.50	SR	4.84%	1.50		
18.00			Pin for electronic book		1-Apr-19	18.50	SR	2.78%	0.50		
36.00			First additional page for electronic book		1-Apr-19	36.50	SR	1.39%	0.50		
30.00			Additional pages for electronic book of remembrance (maximun 3)		1-Apr-19	30.50	SR	1.67%	0.50		
		1,700	Memorial plaques							2,000	
194.00	SR		Purchase and Lease for 5 years	Discretionary	1-Apr-20	200.00	SR	3.09%	6.00		
102.00	SR		Purchase and Lease for 1 year		1-Apr-20	105.00	SR	2.94%	3.00		
162.00	EX	8,000	Existing plaque - renewal per five years		1-Apr-20	165.50	EX	2.16%	3.50	9,000	
45.50	EX		Existing plaque - renewal per 1 year	Discretionary	1-Apr-20	46.50	EX	2.20%	1.00		
			Memorial Bench Plaque (when available) - Lease of space for 5 years								
500.00	SR		Purchase and lease for 5 years			520.00	SR	4.00%	20.00		
190.00	SR		Purchase and lease for 1 year		1-Apr-17	198.00	SR	4.21%	8.00		
280.00	EX		Existing plaque - renewal per five years		1-Aug-16	292.00	EX	4.29%	12.00		
75.00	EX		Existing plaque - renewal per ONE year		1-Apr-17	78.00	EX	4.00%	3.00		
87.00	SR		Miniature books of remembrance		1-Apr-20	90.00	SR	3.45%	3.00		
36.50	SR		Memorial cards (folded)	Discretionary	1-Apr-20	38.00	SR	4.11%	1.50		

											Annex 1
CHARGES 2020/2021 £	INC. VAT * [1]	ESTIMATED INCOME 2020/2021 £	DETAILS	Statutory/ Discretionary	DATE LAST CHANGED	CHARGES 2021/2022 £	INC. VAT *	% CHANGE	£ CHANGE £	ESTIMATED INCOME 2021/2022 £	
36.50	SR		Memorial cards (unfolded)	Discretionary	1-Apr-20	38.00	SR	4.11%	1.50		
20.00	SR		Photographic Images in miniature books or folded memorial cards per order		1-Apr-17	20.50	SR	2.50%	0.50		
8.00	SR		plus for each print		1-Apr-17	8.25	SR	3.13%	0.25		
52.00	SR		Floral illustration	Discretionary	1-Apr-20	55.00	SR	5.77%	3.00		
72.75	SR		All other illustrations (badges, crests etc.)	Discretionary	1-Apr-20	75.00	SR	3.09%	2.25		
30.00	SR		Hymn book dedication	Discretionary	1-Apr-11	32.00	SR	6.67%	2.00		
<b>5. CEMETERIES</b>											
<b>MARGATE CEMETERY</b>											
87.00	EX	3,700	Use of Cemetery Chapel - for private memorial service - max 25 minutes (excluding NVF and contracted funerals)	Discretionary	1-Apr-20	90.00	EX	3.45%	3.00	4,200	
		44,000	Purchase of exclusive right of burial							45,000	
815.00	EX		Adult 50 Year EROB	Statutory	1-Apr-20	835.00	EX	2.45%	20.00		
1,060.00	EX		Adult 75 Year EROB		1-Apr-20	1,085.00	EX	2.36%	25.00		
1,630.00	EX		Non Thanet Resident 50 year EROB	Discretionary	1-Apr-20	1,680.00	EX	3.07%	50.00		
2,120.00	EX		Non Thanet Resident 75 year EROB		1-Apr-20	2,180.00	EX	2.83%	60.00		
175.00	EX		Child under 12 years		1-Apr-15	178.00	EX	1.71%	3.00		
26.00	NB		Copy of Deed		1-Apr-20	26.50	NB	1.92%	0.50		
51.00	EX	1,800	Assignment of EROB (in accordance with Probate)	Discretionary	1-Apr-20	52.50	EX	2.94%	1.50	2,000	
68.00	EX		Assignment of EROB (additional transfer after Probate)	Discretionary	1-Apr-19	70.00	EX	2.94%	2.00		
70.00	EX		Assignment of EROB Living Owners	Discretionary	1-Apr-19	72.00	EX	2.86%	2.00		
70.00	EX		Assignment of EROB (with statutory declaration)		1-Apr-18	72.00	EX	2.86%	2.00		
		101,000	Interment - adult - pre-purchased grave only - hand or mechanically dug First interment (virgin graves only max 10ft)							103,000	
1,400.00	NB		4ft 3" grave	Statutory	1-Apr-20	1,440.00	NB	2.86%	40.00		
860.00	NB		6 ft grave	Statutory	1-Apr-20	878.00	NB	2.09%	18.00		
1,070.00	NB		8 ft grave	Statutory	1-Apr-20	1,095.00	NB	2.34%	25.00		
1,285.00	NB		Body Parts	Statutory	1-Apr-20	1,322.00	NB	2.88%	37.00		
155.00	NB			Statutory	1-Apr-17	155.00	NB	0.00%	0.00		
112.00	NB	9,500	Environmental surcharge (over 18 only)		1-Apr-20	115.00	NB	2.68%	3.00	12,000	
0.00	NB		Interment - single depth n/f	Statutory	1-Apr-19	0.00	NB	0.00%	0.00		
			stillborn to 4 years			397.20					
			5 to 9 years			546.15					
			10 to 17 years			695.10					

											Annex 1
CHARGES 2020/2021 £	INC. VAT * [1]	ESTIMATED INCOME 2020/2021 £	DETAILS	Statutory/ Discretionary	DATE LAST CHANGED	CHARGES 2021/2022 £	INC. VAT *	% CHANGE	£ CHANGE £	ESTIMATED INCOME 2021/2022 £	
20.00	NB	1,200	Temporary number stone	Discretionary	1-Apr-20	22.00	NB	10.00%	2.00	1,500	
175.00	NB	2,800	Cremated remains - per interment	Discretionary	1-Apr-20	180.00	NB	2.86%	5.00	3,000	
Burial fee + 30%	NB		Exhumation - burial charge +70% + vat where applicable	Discretionary		Burial fee + 70%	NB	0.00%	0.00		
515.00	NB		Miscellaneous charges Additional charge for interment at weekends or public holidays [NOTE : per 3 hours, minimum charge is for 3 hours]	Discretionary	1-Apr-19	550.00	NB	6.80%	35.00		
350.00	NB		Additional charge for interment at less than 3 working days' notice	Discretionary	1-Apr-19	360.00	NB	2.86%	10.00		
75.00	NB		Late funerals - each 15 minutes delay	Discretionary	1-Apr-16	77.00	NB	2.67%	2.00		
23.50	SR		Family Search fee	Discretionary	1-Apr-20	25.00	SR	6.38%	1.50		
185.00	EX	17,000	Memorial Fees Cemetery Headstone Memorial (Adult) (not exceeding 4ft )	Discretionary	1-Apr-20	190.00	EX	2.70%	5.00	18,000	
220.00	EX		Cemetery Headstone Memorial (Adult) (not exceeding 5ft )		1-Apr-20	225.00	EX	2.27%	5.00		
290.00	EX		Cemetery Headstone Memorial (Adult) (not exceeding 6ft )		1-Apr-20	297.00	EX	2.41%	7.00		
290.00	EX		Kerb Surrond - single (Adult)	Discretionary	1-Apr-20	297.00	EX	2.41%	7.00		
430.00	EX		Kerb Surrond - double (Adult)	Discretionary	1-Apr-20	440.00	EX	2.33%	10.00		
120.00	EX		Cemetery Headstone Memorial (Child's)	Discretionary	1-Apr-15	122.00	EX	1.67%	2.00		
120.00	EX		Kerb Surround (Child's)	Discretionary	1-Apr-15	122.00	EX	1.67%	2.00		
75.00	NB	3,000	Additional Inscription, Vase or Memorial under 12" tall	Discretionary	1-Apr-20	77.50	NB	3.33%	2.50	3,500	
80.00	EX		Landing memorials		1-Apr-18	85.00	EX	6.25%	5.00		
31.00	SR		Memorial Inspection Fee	Discretionary	1-Apr-20	31.50	SR	1.61%	0.50		
115.00	EX		Replacement of existing memorial		1-Apr-20	117.00	EX	1.74%	2.00		
<b>RAMSGATE CEMETERY</b>											
80.00	EX	2,300	Use of Cemetery Chapel - for private memorial service - max 25 minutes (excluding NVF and contracted funerals)	Discretionary	1-Apr-20	82.00	EX	2.50%	2.00	2,500	
735.00	EX	22,000	Purchase of exclusive right of burial Adult 50 year EROB	Statutory	1-Apr-20	745.00	EX	1.36%	10.00	23,000	
980.00	EX		Adult 75 year EROB		1-Apr-20	990.00	EX	1.02%	10.00		
1,470.00	EX		Non Thanet Resident 50 Year EROB	Discretionary	1-Apr-20	1,490.00	EX	1.36%	20.00		
1,960.00	EX		Non Thanet Resident 75 Year EROB		1-Apr-20	1,980.00	EX	1.02%	20.00		
175.00	EX		Child under 12 years		1-Apr-15	178.00	EX	1.71%	3.00		
25.50	NB	1,700	Copy of Deed		1-Apr-20	26.50	NB	3.92%	1.00	1,700	
51.00	EX		Assignment of EROB (in accordance with Probate)	Discretionary	1-Apr-20	52.50	EX	2.94%	1.50		
68.00	EX	1,800	Assignment of EROB (additional transfer after Probate)	Discretionary	1-Apr-19	70.00	EX	2.94%	2.00	1,800	
70.00	EX		Assignment of EROB Living Owners	Discretionary	1-Apr-19	72.00	EX	2.86%	2.00		
70.00	EX		Assignment of EROB (with statutory declaration)		1-Apr-19	72.00	EX	2.86%	2.00		
Interment - adult - pre-purchased grave only - hand or mechanically dug											

											Annex 1
CHARGES 2020/2021 £	INC. VAT * [1]	ESTIMATED INCOME 2020/2021 £	DETAILS	Statutory/ Discretionary	DATE LAST CHANGED	CHARGES 2021/2022 £	INC. VAT *	% CHANGE	£ CHANGE £	ESTIMATED INCOME 2021/2022 £	
			First interment (virgin graves only max 10ft)								
1,340.00	NB				1-Apr-20	1,365.00	NB	1.87%	25.00		
805.00	NB	35,000	4ft 3" grave	Statutory	1-Apr-20	815.00	NB	1.24%	10.00	38,000	
1,009.00	NB		6 ft grave	Statutory	1-Apr-20	1,025.00	NB	1.59%	16.00		
1,223.00	NB		8 ft grave	Statutory	1-Apr-20	1,240.00	NB	1.39%	17.00		
155.00	NB		Body Parts	Statutory	1-Apr-17	155.00	NB	0.00%	0.00		
110.00	NB	5,000	Environmental surcharge (over 18 only)		1-Apr-15	112.50	NB	2.27%	2.50	5,000	
0.00	NB		Interment - single depth								
			nvf	Statutory	1-Apr-19	0.00	NB		0.00		
			stillborn to 4 years			371.00					
			5 to 9 years			512.13					
			10 to 17 years			649.25					
800.00	NB		Interment - adult - general grave [NOTE: only available at Ramsgate Cemetery]								
			Per interment	Statutory	1-Apr-16	800.00	NB	0.00%	0.00		
20.00	NB	1,300	Temporary number stone	Discretionary	1-Apr-20	22.00	NB	10.00%	2.00	1,300	
175.00	NB	3,500	Cremated remains - per interment	Discretionary	1-Apr-20	180.00	NB	2.86%	5.00	3,500	
Burial charge + 30%	NB		Exhumation - burial charge +70% + vat where applicable	Discretionary		Burial charge + 70%	NB	0.00%	0.00		
490.00	NB		Miscellaneous charges								
			Additional charge for interment at weekends or public holidays	Discretionary	1-Apr-19	525.00	NB	7.14%	35.00		
			[NOTE : per 3 hours, minimum charge is for 3 hours]								
340.00	NB		Additional charge for interment at less than 3 working days' notice	Discretionary	1-Apr-19	360.00	NB	5.88%	20.00		
75.00	NB		Late funerals - each 15 minutes delay	Discretionary	1-Apr-16	75.00	NB	0.00%	0.00		
23.50	SR		Family Search fee	Discretionary	1-Apr-20	25.00	SR	6.38%	1.50		
185.00	EX	10,500	Memorial Fees								
			Cemetery Headstone Memorial (Adult) (not exceeding 4ft )	Discretionary	1-Apr-20	190.00	EX	2.70%	5.00	12,000	
220.00	EX		Cemetery Headstone Memorial (Adult) (not exceeding 5ft )		1-Apr-20	225.00	EX	2.27%	5.00		
290.00	EX		Cemetery Headstone Memorial (Adult) (not exceeding 6ft )		1-Apr-20	297.00	EX	2.41%	7.00		
290.00	EX		Kerb Surrond - single (Adult)	Discretionary	1-Apr-20	297.00	EX	2.41%	7.00		
430.00	EX		Kerb Surrond - double (Adult)	Discretionary	1-Apr-20	440.00	EX	2.33%	10.00		
120.00	EX		Cemetery Headstone Memorial (Child's)	Discretionary	1-Apr-15	122.00	EX	1.67%	2.00		
120.00	EX		Kerb Surround (Child's)	Discretionary	1-Apr-15	122.00	EX	1.67%	2.00		
75.00	NB	1,800	Additional Inscription, Vase or Memorial under 12" tall	Discretionary	1-Apr-20	77.50	NB	3.33%	2.50	1,800	
80.00	EX		Landing memorials		1-Apr-18	85.00	EX	6.25%	5.00		
31.00	SR	4,000	Memorial Inspection Fee	Discretionary	1-Apr-20	31.50	SR	1.61%	0.50	4,000	
115.00	EX		Replacement of existing memorial		1-Apr-20	117.00	EX	1.74%	2.00		
										0	
		<b>112,050</b>	<b>6. COMMERCIAL WASTE</b>							<b>112,050</b>	
			Priced per lift. ad hoc collections or contracted price remains same.								

											Annex 1
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P.O.A.	NB		1100L Refuse bin per collection			P.O.A.	NB				
P.O.A.	NB		1100L mixed recycling bin per collection			P.O.A.					
P.O.A.	NB		1100L paper and card bin per collection			P.O.A.	NB				
P.O.A.	NB		240L Refuse bin per collection			P.O.A.	NB				
P.O.A.	NB		240L mixed recycling bin per collection			P.O.A.	NB				
P.O.A.	NB		240L paper and card bin per collection			P.O.A.	NB				
P.O.A.	NB		Refuse sack per collection			P.O.A.	NB				
P.O.A.	NB		Mixed recycling sack per collection			P.O.A.	NB				
P.O.A.	NB		Paper and card sack per collection			P.O.A.	NB				
<b>OTHER COMMERCIAL SERVICES</b>											
P.O.A.			Mechanical sweeping of private land		1-Apr-20	P.O.A.	NB				
<b>CLINICAL WASTE</b>											
		20,000	Clinical Waste Collection							20,000	
<b>7. BULKY WASTE COLLECTIONS</b>											
25.50	NB	42,000	Charge including collection of up to 5 items or up to 15 black sacks of household waste		1-Apr-19	26.00	NB	1.96%	0.50	48,000	
25.50	NB		Fridge Freezers		1-Apr-19	26.00	NB	1.96%	0.50		
25.50	NB	2,730	Three piece suite/ large furniture item		1-Apr-19	26.00	NB	1.96%	0.50	2,800	
			All collections made on a number of items basis, no discounts offered for half or full loads.								
			All collections priced as to be made from the ground floor at the front of property.								
5.00			Cancellation fee of £5 to be deducted from refund when a collection is cancelled.		1-Apr-20	5.00					
<b>8. GREEN GARDEN WASTE COLLECTION</b>											
35.00	NB	21,800	Hire charge for wheeled bin: One-off charge for wheeled bin (non-refundable)		1-Apr-18	35.00	NB	0.00%	0.00	21,800	
52.00	NB	564,500	Collection charges - for collections until end of March		1-Apr-20	53.00	NB	1.92%	1.00	575,050	
<b>9. REFUSE BINS</b>											
			New Developments								

											Annex 1
CHARGES 2020/2021 £	INC. VAT * [1]	ESTIMATED INCOME 2020/2021 £	DETAILS	Statutory/ Discretionary	DATE LAST CHANGED	CHARGES 2021/2022 £	INC. VAT *	% CHANGE	£ CHANGE £	ESTIMATED INCOME 2021/2022 £	
		21,230	Waste							21,230	
38.00	NB		Black 180Ltr Waste Bin		1-Apr-18	38.00	NB	0.00%	0.00		
55.00	NB		Black 360Ltr Waste Bin - plastic		1-Apr-18	55.00	NB	0.00%	0.00		
300.00	NB		Black 660 Ltr Waste Bin - metal		1-Apr-18	300.00	NB	0.00%	0.00		
325.00	NB		Black 940Ltr Chamberlain Bin - metal		1-Apr-18	325.00	NB	0.00%	0.00		
425.00	NB		Black 1280Ltr Waste Bin - metal		1-Apr-18	425.00	NB	0.00%	0.00		
10.00	NB		Seagull Sack		1-Apr-17	10.00	NB	0.00%	0.00		
			Recycling								
9.00	NB		Food Bin (Brown)		1-Apr-17	9.00	NB	0.00%	0.00		
8.00	NB		Kitchen Caddy (silver)		1-Apr-17	8.00	NB	0.00%	0.00		
8.00	NB		Red Sack		1-Apr-17	8.00	NB	0.00%	0.00		
9.50	NB		Blue Mixed Recycling Box		1-Apr-17	9.50	NB	0.00%	0.00		
48.00	NB		Red or Blue 240Ltr Mixed Recycling Bin		1-Apr-18	48.00	NB	0.00%	0.00		
55.00	NB		Red or Blue 360 Ltr Bin - plastic		1-Apr-18	55.00	NB	0.00%	0.00		
300.00	NB		Red or Blue 660 Ltr Bin - metal		1-Apr-18	300.00	NB	0.00%	0.00		
425.00	NB		Red or Blue 1280Ltr Bin - Metal		1-Apr-18	425.00	NB	0.00%	0.00		
38.00	NB		Food 180 Ltr Bin		1-Apr-18	38.00	NB	0.00%	0.00		
			Launch Pack for Standard Properties (180Ltr Black, 240Ltr Blue, 240Ltr Red, Food Bin, Kitchen Caddy)		1-Apr-18	150.00	NB	0.00%	0.00		
150.00	NB		Launch Pack for Standard Properties (180Ltr Black, 240Ltr Blue, Red Sack, Food Bin, Kitchen Caddy)		1-Apr-18	110.00	NB	0.00%	0.00		
110.00	NB		Launch Pack Non Standard Properties (Seagull Sack, Blue Box, Red Sack, Food Bin, Kitchen Caddy)		1-Apr-18	50.00	NB	0.00%	0.00		
50.00	NB		Replacement bins - including Delivery								
			Waste								
38.00	NB	8,000	Black 180Ltr Waste Bin		1-Apr-18	38.00	NB	0.00%	0.00	8,000	
55.00	NB	500	Black 360Ltr Waste Bin -plastic		1-Apr-18	55.00	NB	0.00%	0.00	500	
300.00	NB		Black 660Ltr Waste Bin - metal		1-Apr-18	300.00	NB	0.00%	0.00		
325.00	NB		Black 940Ltr Chamberlain Bin - metal		1-Apr-18	325.00	NB	0.00%	0.00		
425.00	NB	420	Black 1280Ltr Waste Bin = metal		1-Apr-18	425.00	NB	0.00%	0.00	420	
10.00	NB	2,500	Seagull Sack		1-Apr-17	10.00	NB	0.00%	0.00	2,500	
			Recycling								
9.00	NB		Food Bin (Brown)		1-Apr-17	9.00	NB	0.00%	0.00		
8.00	NB		Kitchen Caddy (silver)		1-Apr-17	8.00	NB	0.00%	0.00		
8.00	NB	10,000	Red Sack		1-Apr-17	8.00	NB	0.00%	0.00	10,000	
9.50	NB		Blue Mixed Recycling Box		1-Apr-17	9.50	NB	0.00%	0.00		
48.00	NB	12,000	Red or Blue 240Ltr Mixed Recycling Bin		1-Apr-18	48.00	NB	0.00%	0.00	12,000	
55.00	NB	1,580	Red or Blue 360 Ltr Bin - plastic		1-Apr-18	55.00	NB	0.00%	0.00	1,580	
300.00	NB		Red or Blue 660 Ltr Bin - metal		1-Apr-18	300.00	NB	0.00%	0.00		
425.00	NB		Red or Blue 1280Ltr Bin - Metal		1-Apr-18	425.00	NB	0.00%	0.00		
38.00	NB		Food 180 Ltr Bin		1-Apr-18	38.00	NB	0.00%	0.00		
			<b>10. STREET CLEANSING</b>								
			Provision of Litter Bins for Events								
			Delivery & collection combined								



											Annex 1
CHARGES 2020/2021 £	INC. VAT * [1]	ESTIMATED INCOME 2020/2021 £	DETAILS	Statutory/ Discretionary	DATE LAST CHANGED	CHARGES 2021/2022 £	INC. VAT *	% CHANGE	£ CHANGE £	ESTIMATED INCOME 2021/2022 £	
10.00	SR	1,250	Price per lift per bin-240L wheeled bin		1-Apr-19	10.00	SR			1,250	
30.00	SR	2,250	Price per lift per bin-1100L wheeled bin		1-Apr-19	30.00	SR			2,250	
Provision of Street Cleaning for Events											
20.90	SR	1,010	Cleansing Operative		1-Apr-18	21.32	SR	2.00%	0.42	1,010	
22.21	SR	530	7.5t Driver		1-Apr-18	22.65	SR	2.00%	0.44	530	
23.59	SR	570	HGV Driver		1-Apr-18	24.06	SR	2.00%	0.47	570	
30.80	SR	740	Supervisor		1-Apr-18	31.42	SR	2.00%	0.62	740	
Rates are per hour Monday - Friday Saturday Hourly rate x 1 1/2 Sunday Hourly rate x 2											
<b>11. PUBLIC CONVENIENCES</b>											
11.62	SR		Additional Opening hours outside schedule £11.62 per operative per hour			11.85	SR				
Rates are per hour Monday - Friday. - After 9pm Hourly rate x1 1/2 Saturday Hourly rate x 1 1/2 Sunday Hourly rate x 2											
<b>12. ALLOTMENTS</b>											
4.68	NB	11,660	25sq metres, per annum (Payable on 1st October)		1-Apr-19	4.68	NB	0.00%	0.00	11,660	
29.10	NB		Minimum charge per plot		1-Apr-19	29.10	NB	0.00%	0.00		
1.07	NB		Water charge per 25 sq meters		1-Apr-19	1.07	NB	0.00%	0.00		
<b>13. ENFORCEMENT</b>											
LITTERING											
100.00	NB	4,000	Of public places	statutory	1-Apr-19	100.00	NB	0.00%	0.00	2,400	
GRAFFITI & FLY-POSTING											
100.00	NB	600	Of public places	statutory	1-Apr-19	100.00	NB	0.00%	0.00	200	
70.00	NB		Early Payment (Within 10 days)	statutory	1-Apr-19	70.00	NB	0.00%	0.00		
STRAY DOGS											
25.00	NB	1,500	Stray dog charge	statutory		25.00	NB	0.00%	0.00	2,000	
80.00	NB	2,400	Stray dog collection and return		1-Apr-18	80.00	NB	0.00%	0.00	2,700	
13.00	NB	1,500	Kennelling Fees per day in kennels		1-Apr-18	13.00	NB	0.00%	0.00	1,600	
DOG FOULING											
100.00	NB	1,200	Fouling the highways and public places	statutory	1-Apr-19	100.00	NB	0.00%	0.00	1,800	
100.00	NB	-	Dog exclusion from designated beaches	statutory	1-Apr-19	100.00	NB	0.00%	0.00	600	

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60.00	NB	-	-early payment within 7 days	statutory		60.00	NB	0.00%	0.00	0	
		3,880	WASTE NOTICES							0	
400.00	NB	4,800	Unauthorised Deposit of Waste	statutory	17-Jan-17	400.00	NB	0.00%	0.00	7,200	
300.00	NB	3,600	early payment (within 10 days)	statutory	17-Jan-17	300.00	NB	0.00%	0.00	4,500	
80.00	NB		Failure to comply with a waste receptacles notice S46	statutory	1-Apr-20	80.00	NB	0.00%	0.00		
60.00	NB		early payment (within 7 days)	statutory	1-Apr-19	60.00	NB	0.00%	0.00		
300.00	NB	900	Failure to produce waste documents	statutory	1-Apr-19	300.00	NB	0.00%	0.00	1,500	
200.00	NB	600	early payment (within 7 days)	statutory	1-Apr-19	200.00	NB	0.00%	0.00	600	
300.00	NB	300	Failure to produce authority to transport waste	statutory	1-Apr-19	300.00	NB	0.00%	0.00	600	
200.00	NB	200	early payment (within 7 days)	statutory	1-Apr-19	200.00	NB	0.00%	0.00	400	
400.00		800	Household duty of care S34	statutory	1-Apr-19	400.00	NB			1,200	
300.00		600	early payment (within 10 days)	statutory	1-Apr-19	300.00	NB			600	
			COMMUNITY PROTECTION NOTICE	statutory							
60.00	NB	240	early payment (within 10 days)		1-Apr-19	60.00	NB	0.00%	0.00	240	
80.00	NB		failure to comply with notice		1-Apr-19	80.00	NB	0.00%	0.00		
			<b>14 FORESHORE EVENTS</b>								
		710	Seashore Safaris							620	
175.00	SR		Thanet Coast Project for festivals/commercial activities (Two events/Full day charge)		1-Apr-17	175.00	SR	0.00%	0.00		
			OtherGroup Events/Activities								
2.75	SR		Half day per child		1-Apr-17	2.75	SR	0.00%	0.00		
80.00	SR		Minimum charge (one event/half day)		1-Apr-17	80.00	SR	0.00%	0.00		
		-	School Events/ Activities							90	
3.00	SR		Half day per person		1-Apr-17	3.00	SR	0.00%	0.00		
90.00	SR		Minimum (one event/half day)		1-Apr-17	90.00	SR	0.00%	0.00		
3.25	SR		Outside of Thanet		1-Apr-17	3.25	SR	0.00%	0.00		
			<b>15 VISITOR INFORMATION CENTRE</b>								
		2,870	Room Hire							3,000	
150.00	SR		Per day		1-Apr-16	150.00	SR	0.00%	0.00		
80.00	SR		Per half day		1-Apr-16	80.00	SR	0.00%	0.00		
			additional cost for refreshments (discretionary rates available for tourism businesses ie for training courses)								
		10	Photocopy official document, per page (plus administration charge, if applicable)							10	
0.10	SR		Size A4			0.10	SR	0.00%	0.00		

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CHARGES 2020/2021 £	INC. VAT * [1]	ESTIMATED INCOME 2020/2021 £	DETAILS	Statutory/ Discretionary	DATE LAST CHANGED	CHARGES 2021/2022 £	INC. VAT *	% CHANGE	£ CHANGE £	ESTIMATED INCOME 2021/2022 £	
0.20	SR		Size A3			0.20	SR	0.00%	0.00		
3.50	ZO	500	Radar Keys Purchase of Radar Keys			3.50	ZO	0.00%	0.00	500	
<b>16 COMMUNITY BEACH HUT</b>											
70.00	SR	300	Coastal Community Beach Hut (Margate) One day charge		1-Apr-16	70.00	SR	0.00%	0.00	300	
15.00	SR		£15 per hour up to 4 hours (1/2 day); £70/day		1-Apr-16	15.00	SR	0.00%	0.00		
<b>17 WATER USERS</b>											
60.00	SR	1,200	Water user group authority to use slipways owned by TDC. Annual membership charge to register details and provide proof of Public Liability- i		1-Apr-19	72.00	SR	20.00%	12.00	3,600	
10.00	SR		No replacement key fee from April 21/22- members who lose their key must re-register and pay full fee again								
<b>18 BROADSTAIRS &amp; MARGATE HARBOUR</b>											
<b>BROADSTAIRS HARBOUR *</b>											
2.13	SR		(1) COMMERCIAL VESSELS (a) Harbour charges - per metre per week or part thereof Commercial vessels only may have 1 tender up to 4m in length free of charge		1-Apr-20	2.18	SR	2.35%	0.05		
321.36	SR	2,220	(2) PLEASURE VESSELS - permanent (a) Harbour charges (for vessels up to 10m in length) Annual (pro rata quarterly)		1-Apr-20	327.80	SR	2.00%	6.44	2,260	
253.38	SR		Summer (April to September inclusive)		1-Apr-20	258.50	SR	2.02%	5.12		
309.00	SR		(3) WINTER BERTHING AT RAMSGATE (OUTER WEST MARINA) Winter berthing for Broadstairs vessels at Ramsgate (1 October to 31 March or Good Friday whichever comes first) One off charge, non pro rata, for annual berth holders at Broadstairs that have occupied a licenced annual berth for a minimum of 3 months prior to the 1st October		1-Apr-20	315.00	SR	1.94%	6.00		
103.00			(4) SUMMER BERTHING AT RAMSGATE FOR COMMERCIAL VESSELS ONLY(SUBJECT TO AVAILABILITY) (OUTER WEST MARINA) Summer berthing for Broadstairs vessels at Ramsgate (1 July to 30 September only) One off charge, non pro rata, for annual berth holders at Broadstairs that have occupied a licenced annual berth for the 3 months prior to the 1st July		1-Apr-20	105.00	SR	1.94%	2.00		
		67,980	(5) CAR PARK Linear after 1st hour 1 November - 31 March Private Motor Cars							69,340	

											Annex 1
CHARGES 2020/2021 £	INC. VAT * [1]	ESTIMATED INCOME 2020/2021 £	DETAILS		Statutory/ Discretionary	DATE LAST CHANGED	CHARGES 2021/2022 £	INC. VAT *	% CHANGE	£ CHANGE £	ESTIMATED INCOME 2021/2022 £
1.40	SR			Per hour up to 4 hours		1-Apr-19	1.40	SR	0.00%	0.00	
7.00	SR			Over 5 hours (until 10.00pm)		1-Apr-19	7.5	SR	7.14%	0.50	
0.10				Each 10 minute slot between 1 hour and 5 hours rounded up to 10p		1-Apr-19	0.10		0.00%	0.00	
				1 April - 31st October							
				Private Motor Cars							
2.50	SR			First hour		1-Apr-19	2.50	SR	0.00%	0.00	
2.50	SR			Per hour up to 4 hours		1-Apr-19	2.50	SR	0.00%	0.00	
0.04	SR			each minute between 1 hour and 5 hours		1-Apr-17	0.04	SR	0.00%	0.00	
12.00	SR			Over 5 hours (until 10.00pm)		1-Apr-17	12.50	SR	4.17%	0.50	
124.00	SR	2,370		Parking permit (Moorings & Stallholders only)		1-Apr-20	124.00	SR	0.00%	0.00	2,410
598.00	SR			Residents permits - Annual		1-Apr-20	598.00	SR	0.00%	0.00	
25.00	SR			Administration charge for replacing lost permits	Discretionary	11-Jun-15	25.00	SR	0.00%	0.00	
5.00	SR			Administration charge for changing registration no	Discretionary	1-Apr-16	5.00	SR	0.00%	0.00	
		1,550		FIXED PENALTY FINE - OFF STREET (Fixed by Central Government)							1,580
70.00	NB		(a)	Higher level penalty charge	statutory	1-Apr-08	70.00	NB	0.00%	0.00	
35.00	NB		(b)	Higher level penalty charge - Payment within fourteen days	statutory	1-Apr-08	35.00	NB	0.00%	0.00	
50.00	NB		(c)	Lower level penalty charge	statutory	1-Apr-08	50.00	NB	0.00%	0.00	
25.00	NB		(d)	Lower level penalty charge - Payment within fourteen days With effect from 31st March 2008	statutory	1-Apr-08	25.00	NB	0.00%	0.00	
			(6)	SAND REMOVAL							
				Only by prior arrangement with Ramsgate Harbour Office (Assistant Harbour Master)							
20.60	SR	210		Per tonne or part thereof		1-Apr-20	21.00	SR	1.94%	0.40	210
20.60	SR			Minimum charge		1-Apr-20	21.00	SR	1.94%	0.40	
			(7)	INTEREST							
				Interest will be charged at 2% above NatWest Bank plc base rate from the date of billing on any invoices outstanding over 90 days							
				<b>MARGATE HARBOUR</b>							
			(1)	COMMERCIAL VESSELS							
2.13	SR	1,250	(a)	Harbour charges - per metre per week or part thereof Commercial vessels only may have 1 tender up to 4m in length free of charge		1-Apr-20	2.18	SR	2.35%	0.05	1,270
			(2)	PLEASURE VESSELS - permanent							
			(a)	Harbour charges (for vessels up to 10m in length)							
321.36	SR	4,120		Annual (pro rata quarterly)		1-Apr-20	327.80	SR	2.00%	6.44	4,200
253.38	SR			Summer (April to September inclusive)		1-Apr-20	258.50	SR	2.02%	5.12	
			(3)	WINTER BERTHING AT RAMSGATE (OUTER WEST MARINA)							
				Winter berthing for Margate vessels at Ramsgate							

											Annex 1
CHARGES 2020/2021 £	INC. VAT * [1]	ESTIMATED INCOME 2020/2021 £	DETAILS	Statutory/ Discretionary	DATE LAST CHANGED	CHARGES 2021/2022 £	INC. VAT *	% CHANGE	£ CHANGE £	ESTIMATED INCOME 2021/2022 £	
309.00	SR		(1 October to 31 March or Good Friday whichever comes first) One off charge, non pro rata for annual berth holders at Margate that have occupied a licenced annual berth for a minimum of 3 months prior to the 1st October		1-Apr-20	315.00	SR	1.94%	6.00		
103.00			(4) SUMMER BERTHING AT RAMSGATE FOR COMMERCIAL VESSELS ONLY(SUBJECT TO AVAILABILITY) (OUTER WEST MARINA) Summer berthing for Margate vessels at Ramsgate (1 July to 30 September only) One off charge, non pro rata, for annual berth holders at Margate that have occupied a licenced annual berth for the 3 months prior to the 1st July		1-Apr-20	105.00	SR	1.94%	2.00		
			(5) INTEREST Interest will be charged at 2% above NatWest Bank plc base rate from the date of billing on any invoices outstanding over 90 days								
<b>19 RAMSGATE HARBOUR /PORT</b>											
<b>RAMSGATE HARBOUR - LEISURE</b>											
			(1) PERMANENT BERTHS Vessel Lengths - fractions of a metre of 0.5 and above are rounded up. Signed Vessel Mooring Licence required.								
			(a) Inner Marina								
298.00	SR	592,650	Annual - per metre 2% Discount if paid in full before 1st May 5% Discount for vessels over 20 metres who pay in full before 1st May	Discretionary	1-Apr-20	304.00	SR	2.01%	6.00	606,310	
235.04	SR	10,820	Summer (April to September inclusive) - per metre - inch car park only** **Minimum 4 months or visitor rate applies.	Discretionary	1-Apr-20	240.00	SR	2.11%	4.96	11,030	
133.62	SR	23,700	Winter (October to March inclusive) - per metre - inch car park only** **Minimum 4 months or visitor rate applies.	Discretionary	1-Apr-20	136.50	SR	2.16%	2.88	24,170	
1773.60	SR	4,440	Boats under 7 metres - per annum (Limited Berth allocation) - non-refundable- [existing customers only]  Inner Marina berth holders only, berth in Outer Marina for Ramsgate Week only	Discretionary	1-Apr-20	1810.00	SR	2.05%	36.40	3,020	
						40.00	SR				
327.43	SR	152,100	(1) Western Outer Marina Annual - per metre - Minimum 9 months - Summer and Winter Rates do not apply. 2% Discount if paid in full before 1st May	Discretionary	1-Apr-20	334.00	SR	2.01%	6.57	155,140	
36780.90	SR	30,590	(2) Customs berth - Outer Western Marina	Discretionary	1-Apr-20	37516.50	SR	2.00%	735.60	31,260	
			(c) Ancillary Services								
			(1) Electricity - Inner Marina - subject to availability Metered supplies Metered Lead - Refundable Deposit if returned undamaged	Discretionary	1-Apr-12	100.00	NB	0.00%	0.00		
136.00	FR	22,660	Annual Standing charge	Discretionary	1-Apr-20	140.00	FR	2.94%	4.00	23,100	
		31,380	Charge per kWh - subject to electricity market							32,000	
			Ad hoc use by those not paying for electricity in other ways - subject to market								
7.75	FR		Per day or part thereof	Discretionary	1-Apr-20	7.90	FR	1.94%	0.15		

											Annex 1
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39.50	FR			Per week	Discretionary	1-Apr-20	40.50	FR	2.53%	1.00	
14.50	SR	1,650	(2)	Fobs - each (non-refundable)	Discretionary	1-Apr-20	15.00	SR	3.45%	0.50	1,680
			(d)	Outer Harbour - RSBOA Members Leisure Boats Only							
80.71	SR	36,570		Boats up to 8 metres - per month or part thereof - minimum 3 months	Discretionary	1-Apr-20	80.71	SR	0.00%	0.00	36,570
1724.26	SR	1,500		Ramsgate Small Boat Owners Association - Annual Water Space Fee	Discretionary	1-Apr-20	1724.26	SR	0.00%	0.00	1,500
47516.84	SR	41,200		Ramsgate Small Boat Owners Association - Additional Finger Moorings	Discretionary	1-Apr-20	47516.84	SR	0.00%	0.00	41,200
28.00	SR		(e)	Additional fee to change billing method at request of customer	Discretionary	1-Apr-20	29.00	SR	3.57%	1.00	
28.00	SR			Insurance reminder charge for second and subsequent written request to see permanent berth holders third party insurance		1-Apr-20	29.00	SR	3.57%	1.00	
		420	(2)	INNER BASIN AND OUTER HARBOUR SLIPWAYS							420
				Boats irrespective of length (maximum weight 5 tonnes)							
41.50	SR			Non - Harbour users - per vessel per day	Discretionary	1-Apr-20	42.50	SR	2.41%	1.00	
26.30	SR			Harbour users - per vessel per day	Discretionary	1-Apr-20	28.50	SR	8.37%	2.20	
		218,150	(3)	VISITING PLEASURE CRAFT							222,510
			(1)	Summer (April to September) including electricity (one lead only) per Metre of boat length per:-							
3.19	SR	-		24 Hours or part thereof	Discretionary	1-Apr-20	3.26	SR	2.19%	0.07	0
18.95	SR			Week - part weeks at daily rate (15% discount)	Discretionary	1-Apr-20	19.33	SR	2.01%	0.38	
73.08	SR			28 Days - part 28 days on weekly / daily rates (18% discount)	Discretionary	1-Apr-20	74.55	SR	2.01%	1.47	
				Winter (October to March) including electricity per Metre of boat length per:-							
2.63	SR			24 Hours or part thereof	Discretionary	1-Apr-20	2.68	SR	1.90%	0.05	
15.64	SR			Week - part weeks at daily rate (15% discount)	Discretionary	1-Apr-20	15.95	SR	1.98%	0.31	
60.40	SR			28 Days - part 28 days on weekly / daily rates (18% discount)	Discretionary	1-Apr-20	61.60	SR	1.99%	1.20	
				Stays Less Than 4 Hours - 50% of daily rate							
	SR		(2)	Refuelling Only - No Charge - max stay 2 hours				SR			
	SR		(3)	Block Bookings- visiting craft only - 5 or more boats - 10% discount on daily rate only - requires pre-registration				SR			
	SR		(4)	Training Vessels and Registered Charities - pay 75% of the Daily rate				SR			
	SR		(5)	Multi hulled vessels 50% surcharge if using finger moorings only				SR			
28.00	SR		(6)	Additional Fee for visiting craft leaving Harbour without paying charges in full	Discretionary	1-Apr-20	29.00	SR	3.57%	1.00	
				RAMSGATE HARBOUR - FACILITIES							
		95,280	(1)	BOAT LIFTING CHARGES							97,180
			(a)	Boat Hoist max 40 tonnes, max beam 5.3m, over 20m length subject to approval							
				Charges per metre of boat length or part thereof :-							
23.08	SR			Lift Out - Wash - Transport to Boat Park or Transport	Discretionary	1-Apr-20	23.55	SR	2.04%	0.47	
18.02	SR			Relaunch or lift onto / off of transport	Discretionary	1-Apr-20	18.38	SR	2.00%	0.36	
14.98	SR			Lift Out, Wash, Return to water - one hour limit	Discretionary	1-Apr-20	15.28	SR	2.00%	0.30	
10.02	SR			Blocking off	Discretionary	1-Apr-20	10.22	SR	2.00%	0.20	
7.88	SR			Hold in slings after wash off for inspection or additional cleaning as required	Discretionary	1-Apr-20	8.04	SR	2.03%	0.16	
				- per 30 minutes or part thereof (subject to availability)							
9.47	SR			Move vessel in park area or lift from transport (First hour or part thereof)	Discretionary	1-Apr-20	9.66	SR	2.01%	0.19	
81.55	SR			Lift to clear fouled propeller(s) only - max 10 minutes - per lift	Discretionary	1-Apr-20	83.18	SR	2.00%	1.63	
			(b)	Boom Crane Lifting max 1 tonne							
12.71	SR			Mast Stepping and unstepping - per metre of boat length, per hour or part thereof	Discretionary	1-Apr-20	12.97	SR	2.05%	0.26	

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82.29	SR			Engine Lift / use of jib arm - per hour or part thereof		Discretionary	1-Apr-20	83.94	SR	2.01%	1.65	
				Engine Lift / use of jib arm - additional half hour or part thereof	new			41.97				
			(c)	Other Services								
58.85	SR			Moving boat to/from marina berth from/to boat lift area		Discretionary	1-Apr-20	60.00	SR	1.95%	1.15	
				Above charges apply to job commencing 08.00-16.30 Mon -Fri, 08.00-12.00 Sat, except bank holidays, all other times add 30%								
52.00	SR	50	(d)	Permission to bring crane not provided by Authority onto Harbour property		Discretionary	1-Apr-20	53.50	SR	2.88%	1.50	50
		86,000	(2)	BOAT PARKING - Per metre per week or part thereof								87,720
7.13	SR		(a)	Boat Park - Visitors rate		Discretionary	1-Apr-20	7.28	SR	2.10%	0.15	
2.72	SR		(b)	Boat Park - Permanent berth holders rate (including Broadstairs and Margate - max 6 weeks) - two weeks FOC per annum for Ramsgate berth holders only - see terms and conditions for further detail		Discretionary	1-Apr-20	2.78	SR	2.21%	0.06	
			(c)	Temporary Hard Standing - Commercial Quay - MAX 14 Days - then 50% surcharge								
7.13	SR			Visitors rate		Discretionary	1-Apr-20	7.28	SR	2.10%	0.15	
2.72	SR			Permanent berth holders (including Broadstairs and Margate - max 6 weeks) - two weeks FOC per annum for Ramsgate berth holders only - see terms and conditions for further detail		Discretionary	1-Apr-20	2.78	SR	2.21%	0.06	
72.65	SR		(e)	Charge for cleaning boat park if left untidy - per man hour		Discretionary	1-Apr-20	74.50	SR	2.55%	1.85	
9.60	SR		(3)	BOAT TRAILER or CRADLE STORAGE- subject to availability - per trailer per week or part thereof		Discretionary	1-Apr-20	9.80	SR	2.08%	0.20	
		3,760	(4)	HIRE OF FORKLIFT AND OPERATOR								3,830
			(a)	Hire of Forklift and Operator								
				Under 2.5 tonne								
77.97	SR			first half hour or part thereof		Discretionary	1-Apr-20	79.54	SR	2.01%	1.57	
38.88	SR			per additional half hour or part thereof		Discretionary	1-Apr-20	39.77	SR	2.29%	0.89	
				6 tonne								
88.43	SR			first half hour or part thereof		Discretionary	1-Apr-20	90.20	SR	2.00%	1.77	
44.19	SR			per additional half hour or part thereof		Discretionary	1-Apr-20	45.10	SR	2.06%	0.91	
				10 Tonne								
98.98	SR			first half hour or part thereof		Discretionary	1-Apr-20	100.96	SR	2.00%	1.98	
49.55	SR			per additional half hour or part thereof		Discretionary	1-Apr-20	50.48	SR	1.88%	0.93	
77.97	SR		(b)	Hire of Forklift under 2.5 Tonne - per tonne or part thereof		Discretionary	1-Apr-20	79.54	SR	2.01%	1.57	
			(c)	Hire of Cherry Picker and Operator								
				first half hour or part thereof		Discretionary	1-Apr-20	96.60	SR	2.00%	1.89	
44.20	SR			per additional half hour or part thereof		Discretionary	1-Apr-20	48.30	SR	9.28%	4.10	
441.97	SR			7 hour day rate		Discretionary	1-Apr-20	450.80	SR	2.00%	8.83	
			(d)	Hire of Tugmaster / Maffi Truck								
				Tugmaster								
98.98	SR			first half hour or part thereof		Discretionary	1-Apr-20	100.96	SR	2.00%	1.98	
49.55	SR			per additional half hour or part thereof		Discretionary	1-Apr-20	50.48	SR	1.88%	0.93	
65.65	SR			Maffi Truck - per 24 hours		Discretionary	1-Apr-20	66.96	SR	2.00%	1.31	
			(5)	MARINA PUMP OUT FACILITY								
6.20	SR			Per use subject to availability		Discretionary	1-Apr-20	6.32	SR	1.94%	0.12	

											Annex 1
CHARGES 2020/2021 £	INC. VAT * [1]	ESTIMATED INCOME 2020/2021 £	DETAILS	Statutory/ Discretionary	DATE LAST CHANGED	CHARGES 2021/2022 £	INC. VAT *	% CHANGE	£ CHANGE £	ESTIMATED INCOME 2021/2022 £	
54.75	SR		(6) DOCKMASTER CALLOUT CHARGE Per hour or part thereof	Discretionary	1-Apr-20	55.85	SR	2.01%	1.10		
95.66	SR	1,000	(7) CALL OUT CHARGES-ELECTRICIAN Outside of normal working hours, where the fault lies with the vessel owner Callout fee plus first hours labour		1-Apr-20	97.58	SR	2.01%	1.92	1,020	
47.84	SR		Labour charge per additional hour or part thereof		1-Apr-20	48.80	SR	2.01%	0.96		
47.84	SR		During working hours, where the fault lies with the vessel owner Labour charge first hour or part thereof		1-Apr-20	48.80	SR	2.01%	0.96		
47.84	SR		Labour charge per additional hour or part thereof		1-Apr-20	48.80	SR	2.01%	0.96		
RAMSGATE HARBOUR - COMMERCIAL (OUTER HARBOUR DUES)											
These charges form part of Ships, Passengers and Goods Dues under the Harbours Act 1964.											
VAT - Ships of 15 tons and over are zero rated (excluding ships used for recreation or pleasure)											
N.B. Vessels paying following rates and entering Inner Basin Marina will be charged full Marina visitor's rate, except for stress of weather and seven days in any one year for repairs.											
1.23	ZO		(1) COMMERCIAL VESSELS - Undertaking Cargo Operations or Lay By For all commercial vessels other than those mentioned hereunder per gross registered tonne per entry. An entry shall permit a maximum stay of four days, after which further entry dues become payable every four days.	Discretionary	1-Apr-20	1.26	ZO	2.44%	0.03		
7.07	SR		(2) COMMERCIAL VESSELS - Visiting Commercial Fishing Boats Per metre of length overall per 24 hours or part thereof - now including Port Controls and Navigation Aids		1-Apr-20	7.21	SR	1.98%	0.14		
5.90	ZO	44,560	(3) TUG BOATS and WORKBOATS - Non-Resident - Operational and non operational Including Navigation Aids and port Control							45,450	
29.48	ZO	51,500	Per metre of length overall per 24 hours or part thereof		1-Apr-20	6.02	ZO	2.03%	0.12	52,530	
			Per metre of length overall per 7 days		1-Apr-20	30.07	ZO	2.00%	0.59		
			Annual Charges per Port Tariff Stays Less Than 4 Hours - 50% of daily rate								
413.11	ZO		WORKBOATS - Resident in the port - Operational and non operational Per metre of length overall per annum (excludes Port Control and Navigation Aids)		1-Apr-20	421.37	ZO	2.00%	8.26		
22.85	ZO		Port Control and Navigation Aids per arrival subject to maximum charge		1-Apr-20	23.30	ZO	1.97%	0.45		
8337.73	ZO		Port Control and Navigation Aids maximum charge per annum per vessel minimum 6 months pro rata		1-Apr-20	8504.50	ZO	2.00%	166.77		
4.24	SR	32,960	(4) COMMERCIAL FISHING BOATS - Resident at least 6 months (Operational or Non-Operational) Vessels of 6 metres in length and over Per metre of length overall per week or part thereof - plus 10% fish landing dues		1-Apr-20	4.33	SR	2.12%	0.09	33,620	
4.24	SR	3,090	Vessels under 6 metres in length Per metre of length overall per week or part thereof - no fish landing dues		1-Apr-20	4.33	SR	2.12%	0.09	3,150	
212.54	SR	23,980	(5) ANGLING BOATS Licensed To Ply For Hire Per metre of overall length per annum (at least 6 months resident)		1-Apr-20	216.80	SR	2.00%	4.26	24,460	
			(6) WHARFAGE, CARGO HANDLING and STORAGE								
			(7) CONTAINER STORAGE - conditions apply - subject to availability								



											Annex 1
CHARGES 2020/2021 £	INC. VAT * [1]	ESTIMATED INCOME 2020/2021 £	DETAILS	Statutory/ Discretionary	DATE LAST CHANGED	CHARGES 2021/2022 £	INC. VAT *	% CHANGE	£ CHANGE £	ESTIMATED INCOME 2021/2022 £	
10.30			In 10ft Containers (short term, per week or part thereof, in the Boat Park)		1-Apr-20	10.50	SR	1.94%			
30.20	SR	38,310 1,340	In 20ft Containers (per container per week or part thereof - minimum 2 weeks - no services)		1-Apr-20	30.80	SR	1.99%	0.60	39,080 1,370	
46.70	SR		In 40ft Containers (per container per week or part thereof - minimum 2 weeks - no services)		1-Apr-20	47.64	SR	2.01%	0.94		
10.30			Motorhome / Caravan storage (per week or part thereof - minimum 4 weeks)		1-Apr-20	10.50	SR	1.94%			
52.00	SR		(8) FUEL TRANSFER CHARGE - All Vessels Permission to bring tanker onto Port or Harbour property - 24 hour notice and Harbour Master approval required		1-Apr-20	53.50	SR	2.88%	1.50		
0.0155	SR		Fuel delivered over the quay royalty - per litre		1-Apr-20	0.0158	SR	1.94%	0.00		
3.47	ZO	310	(9) FRESH WATER - per Tonne		1-Apr-20	3.54	ZO	2.02%	0.07	310	
30.00	ZO		There is a minimum charge of £35 for water, over this will be charged at the tonnage rate		1-Apr-15	35.00	ZO	16.67%	5.00		
7.78	SR		(10) CONTAINERS ON PONTOONS Charge for containers left on pontoons - per container per day		1-Apr-20	7.94	SR	2.06%	0.16		
44.00	SR		(11) Tradesmen working in Harbour Area - Annual Permit to Work Licence for non-resident tradesmen to work in harbour - subject to Insurance and Harbour Master approval from 1 April to 31 March each year	Discretionary	1-Apr-20	45.00	SR	2.27%	1.00		
2.80	SR		(12) Land hire within Royal Harbour per square metre, per week or part thereof		1-Apr-20	2.86	SR	2.14%	0.06		
			RAMSGATE HARBOUR - CAR PARKING / MISCELLANEOUS								
		60,000	CAR PARKING - PIER YARD AND MILITARY ROAD PAY & DISPLAY							61,200	
		45,000	(a) Summer Rates (April to September):							45,900	
3.00	SR		Up to 1 hour	Discretionary	1-Apr-17	3.00	SR	0.00%	0.00		
6.00	SR		Up to 4 hours	Discretionary	1-Apr-17	6.00	SR	0.00%	0.00		
8.00	SR		Up to 8 hours	Discretionary	1-Apr-17	8.00	SR	0.00%	0.00		
10.00	SR		Up to 12 hours	Discretionary	1-Apr-17	10.00	SR	0.00%	0.00		
17.50	SR		Up to 24 hours	Discretionary	1-Apr-17	17.50	SR	0.00%	0.00		
			(b) Winter Rates (October to March)								
1.40	SR		Up to 1 hour	Discretionary	1-Apr-18	1.40	SR	0.00%	0.00		
4.00	SR		Up to 4 hours	Discretionary	1-Apr-18	4.00	SR	0.00%	0.00		
5.50	SR		Up to 8 hours	Discretionary	1-Apr-18	5.50	SR	0.00%	0.00		
7.00	SR		Up to 12 hours	Discretionary	1-Apr-18	7.00	SR	0.00%	0.00		
10.00	SR		Up to 24 hours	Discretionary	1-Apr-17	10.00	SR	0.00%	0.00		
1030.00	SR	5,310	(c) Residents Parking in Pier Yard per annum	Discretionary	1-Apr-20	1050.00	SR	1.94%	20.00	4,370	
		4,890	CAR PARKING PERMITS							4,980	
6.90	SR		24 hour temporary parking permit	Discretionary	1-Apr-20	7.00	SR	1.45%	0.10		
12.20	SR		2 day temporary parking permit	Discretionary	1-Apr-20	12.50	SR	2.46%	0.30		
19.60	SR		5 day temporary parking permit	Discretionary	1-Apr-20	20.00	SR	2.04%	0.40		

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28.70	SR			7 day temporary parking permit		Discretionary	1-Apr-20	30.00	SR	4.53%	1.30	
55.20	SR			28 day temporary parking permit		Discretionary	1-Apr-20	57.00	SR	3.26%	1.80	
150.00	SR	41,140		Annual - per space per annum - not refundable/pro rata - max.continual use without approval 2 weeks (Harbour users)		Discretionary	1-Apr-20	153.00	SR	2.00%	3.00	41,960
150.00	SR	18,960		Annual - per space per annum - not refundable/pro rata - max.continual use without approval 2 weeks (Commercial)		Discretionary	1-Apr-20	153.00	SR	2.00%	3.00	19,330
245.00	SR			Crew parking (within Royal Harbour (Leopold Street) Multi Storey Car Park)		Discretionary	1-Apr-20	250.00	SR	2.04%	5.00	
25.00	SR			Administration charge for replacing lost permits			1-Apr-16	25.00	SR	0.00%	0.00	
5.00	SR			Administration charge for changing registration no			1-Apr-16	5.00	SR	0.00%	0.00	
				Per 24 hours or part thereof								
		13,300		FIXED PENALTY FINE - OFF STREET								13,560
				(Fixed by Central Government)								
70.00	NB		(a)	Higher level penalty charge		statutory	1-Apr-08	70.00	NB	0.00%	0.00	
35.00	NB		(b)	Higher level penalty charge - Payment within fourteen days		statutory	1-Apr-08	35.00	NB	0.00%	0.00	
50.00	NB		(c)	Lower level penalty charge		statutory	1-Apr-08	50.00	NB	0.00%	0.00	
25.00	NB		(d)	Lower level penalty charge - Payment within fourteen days		statutory	1-Apr-08	25.00	NB	0.00%	0.00	
				With effect from 31st March 2008								
				INTEREST								
				The Council reserves the right to charge interest at 2% above NatWest plc. base rate from the date of billing on any invoices outstanding over 30 days								
				PORT OF RAMSGATE								
				These charges form part of Ships, Passengers and Goods Dues under the Harbours Act 1964.								
			(1)	VESSELS								
			(a)	Berthing Fees								
0.061	ZO			Conservancy* - Conventional Ro-Ro Vessels per arrival per tonne (1969 Rules GT)		Discretionary	1-Apr-19	0.0622	ZO	1.97%	0.00	
124.75	ZO			VTS / Navigation Aids* - per arrival		Discretionary	1-Apr-20	127.45	ZO	2.16%	2.70	
94.54	ZO			Tug subsidy per berthing vessels over 80m LOA		Discretionary	1-Apr-20	96.43	ZO	2.00%	1.89	
1.04	ZO	33,990		Other Vessels (Not Conventional Ro-Ro) including VTS and Port Control per arrival per Tonne GT per 24 hours		Discretionary	1-Apr-20	1.06	ZO	1.92%	0.02	34,670
0.53	ZO			Vessels undertaking bunkering, crew transfer, stores etc (not cargo operations)			1-Apr-20	0.54	ZO	1.89%	0.01	
				50% discount on published conservancy - other vessels tariff (per GRT per 24 hours)								
260.10	ZO		(b)	Berth - unscheduled layover - per 24 hours or part thereof after 4 hours (subject to availability)		Discretionary	1-Apr-20	265.30	ZO	2.00%	5.20	
			(c)	TUG BOATS and WORKBOATS - Non-Resident - Operational and non operational								
				Including Port Control and Navigation Aids								
5.90	ZO			Per metre of length overall per 24 hours or part thereof		Discretionary	1-Apr-20	6.02	ZO	2.03%	0.12	
29.48	ZO	340		Per metre of length overall per 7 days		Discretionary	1-Apr-20	30.07	ZO	2.00%	0.59	350
		42,640		Tug Boats - London Array								43,490
			(d)	WORKBOATS - Resident in the port - Operational and non operational								
413.11	ZO			Per metre of length overall per annum (excludes Port Control and Navigation Aids)		Discretionary	1-Apr-20	421.37	ZO	2.00%	8.26	
22.85	ZO			Port Control and Navigation Aids per arrival subject to maximum charge		Discretionary	1-Apr-20	23.30	ZO	1.97%	0.45	
8337.73	ZO			Port Control and Navigation Aids maximum charge per annum per vessel minimum 6 months pro rata		Discretionary	1-Apr-20	8504.50	ZO	2.00%	166.77	
			(e)	Pilotage - see Ramsgate Harbour pilotage tariff								
46.53	ZO	9,630		Vessels piloted to Ferry Terminal (per metre draft)		Discretionary	1-Apr-20	47.46	ZO	2.00%	0.93	9,820
46.53	ZO			Vessels piloted to Royal Harbour (per metre draft)		Discretionary	1-Apr-20	47.46	ZO	2.00%	0.93	

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1.15	ZO			Additional charge for length: per metre over 20 metres length		Discretionary	1-Apr-20	1.18	ZO	2.61%	0.03	
23.28	ZO			Vessels proceeding to anchor for operational reasons - 50% of appropriate pilotage rate		Discretionary	1-Apr-20	23.75	ZO	2.02%	0.47	
23.28	ZO			Vessels shifting berths within the Port - 50% of appropriate pilotage rate		Discretionary	1-Apr-20	23.75	ZO	2.02%	0.47	
59.05	ZO			Charges for cancellation of Pilotage requirement if less than 3 hours notice given		Discretionary	1-Apr-20	60.50	ZO	2.46%	1.45	
				Waiting time								
				- under 30 mins								
23.84	ZO			- 30 mins to 1 hour		Discretionary	1-Apr-20	24.32	ZO	2.01%	0.48	
23.84	ZO			- after 1 hour (per hour or part thereof)		Discretionary	1-Apr-20	24.32	ZO	2.01%	0.48	
73.89	ZO			Additional charge for handling vessels using tugs		Discretionary	1-Apr-20	75.37	ZO	2.00%	1.48	
73.89	ZO			Charge for issuing of Exemption Certificate		Discretionary	1-Apr-20	75.37	ZO	2.00%	1.48	
212.00	ZO			Charge for Pilotage Certificate Examination		Discretionary	1-Apr-20	216.50	ZO	2.12%	4.50	
27.28	ZO			Charge to be made for vessels navigating with a Master or Mate holding a Ramsgate Exemption Certificate		Discretionary	1-Apr-20	28.00	ZO	2.64%	0.72	
				Charge to be made for vessels navigating with a pilot:								
277.55	ZO	4,600		- vessels 20m to 100m		Discretionary	1-Apr-20	283.10	ZO	2.00%	5.55	4,690
325.20	ZO			- vessels 100m to 120m		Discretionary	1-Apr-20	331.70	ZO	2.00%	6.50	
411.53	ZO			- vessels 120m to 150m		Discretionary	1-Apr-20	419.76	ZO	2.00%	8.23	
476.96	ZO			- vessels 150m to 175m		Discretionary	1-Apr-20	486.50	ZO	2.00%	9.54	
				Additional Pilotage surcharge:								
				Vessels under 80 metres in length, but over all 20 metres in length, not taking a pilot berthing and unberthing within Port of Ramsgate, will be charged 30% of pilotage fee for vessel of their size								
130.00	ZO	13,900	(f)	Mooring - subject to prior arrangement		Discretionary	1-Apr-20	132.60	ZO	2.00%	2.60	14,170
				Aggregate Barges								
				Use of 2 Linesmen (vessels up to 3000 GRT)								
231.75				Use of 4 Linesmen (vessels over 3000 GRT)			1-Apr-20	236.38	ZO	2.00%	4.63	
			(g)	Waste disposal - standard charge per vessel arrival-								
75.40				per cubic metre or part thereof		Discretionary	1-Apr-20	77.00		2.12%	1.60	
58.35			(i)	Safety Boat			1-Apr-20	59.50	ZO	1.97%	1.15	
			(2)	TRAFFIC								
1.88	ZO	80	(a)	Freight Drivers* - per unit		Discretionary	1-Apr-20	1.92	ZO	2.13%	0.04	80
1.88	ZO		(b)	Additional Freight Passengers* - per unit		Discretionary	1-Apr-20	1.92	ZO	2.13%	0.04	
9.38	ZO	390	(c)	Accompanied Freight* - per unit		Discretionary	1-Apr-20	9.57	ZO	2.03%	0.19	400
5.66	ZO		(d)	Unaccompanied Freight* - per unit		Discretionary	1-Apr-20	5.77	ZO	1.94%	0.11	
1.73	ZO		(e)	Trade Cars - per unit		Discretionary	1-Apr-20	1.77	ZO	2.31%	0.04	
1.88	ZO		(f)	Passengers - per unit		Discretionary	1-Apr-20	1.92	ZO	2.13%	0.04	
4.24	ZO		(g)	Cars, Light Vehicles, Caravans & Trailers - seating capacity 10 or less - accompanied - per unit		Discretionary	1-Apr-20	4.32	ZO	1.89%	0.08	
28.15	ZO		(h)	Coaches - vehicles with seating capacity over 10		Discretionary	1-Apr-20	28.71	ZO	1.99%	0.56	
P.O.A.			(i)	Stevedoring Services				P.O.A.				
			(3)	OTHER CHARGES - subject to availability								
			(a)	Tug Stand-by or Assistance								
1053.33	ZO			- per first hour or part thereof		Discretionary	1-Apr-20	1074.40	ZO	2.00%	21.07	
526.68	ZO			- subsequent hours or part thereof		Discretionary	1-Apr-20	537.25	ZO	2.01%	10.57	
3.47	ZO	-	(b)	Water - per tonne (metered)		Discretionary	1-Apr-20	3.54	ZO	2.02%	0.07	0

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30.00	ZO	260		There is a minimum charge of £35 for water, over this will be charged at the tonnage rate								260
28.06	SR		(c)	Hire of Security Operative (including re detainees) - per man hour or part thereof			Discretionary	1-Apr-17	35.00	ZO	16.67%	5.00
			(d)	Hire of Forklift and Operator			Discretionary	1-Apr-20	28.60	SR	1.92%	0.54
				Under 2.5 Tonne			Discretionary					
64.98	NB			first half hour or part thereof			Discretionary	1-Apr-20	66.28	NB	2.00%	1.30
32.40	NB			per additional half hour or part thereof			Discretionary	1-Apr-20	33.14	NB	2.28%	0.74
				6 tonne								
73.69	NB			first half hour or part thereof			Discretionary	1-Apr-20	75.17	NB	2.01%	1.48
36.83	NB			per additional half hour or part thereof			Discretionary	1-Apr-20	37.58	NB	2.04%	0.75
				10 Tonne								
82.48	NB			first half hour or part thereof			Discretionary	1-Apr-20	84.13	NB	2.00%	1.65
41.29	NB			per additional half hour or part thereof			Discretionary	1-Apr-20	42.07	NB	1.89%	0.78
64.98	NB	620	(e)	Hire of Forklift* under 2.5 Tonne - per hour or part thereof			Discretionary	1-Apr-20	66.28	NB	2.00%	1.30
			(f)	Hire of Cherry Picker and Operator								
78.93	NB			first half hour or part thereof			Discretionary	1-Apr-20	80.50	NB	1.99%	1.57
36.83	NB			per additional half hour or part thereof			Discretionary	1-Apr-20	40.25	NB	9.29%	3.42
368.31	NB			7 hour day rate			Discretionary	1-Apr-20	375.67	NB	2.00%	7.36
			(g)	Hire of Tugmaster / Maffi Truck								
				Tugmaster								
82.48	NB			first half hour or part thereof			Discretionary	1-Apr-20	84.13	NB	2.00%	1.65
41.29	NB			per additional half hour or part thereof			Discretionary	1-Apr-20	42.07	NB	1.89%	0.78
54.71	NB			Maffi Truck - per 24 hours			Discretionary	1-Apr-20	55.80	NB	1.99%	1.09
72.96	NB		(h)	Hire of Terminal Tractor* - per hour or part thereof			Discretionary	1-Apr-20	74.42	NB	2.00%	1.46
45.95	NB		(i)	Port Technician - per hour or part thereof			Discretionary	1-Apr-20	46.90	NB	2.07%	0.95
		64,800	(j)	Aggregates								66,090
				Note; * Special agreements apply								
			(4)	DEMURRAGE - vehicles using ferry services - over 6 metres (under 6 metres half price)								
			(a)	Accompanied Freight - per 24 hours or part thereof								
15.03	SR			Days 1 - 7			Discretionary	1-Apr-20	15.33	SR	2.00%	0.30
30.06	SR			Days 8 and over			Discretionary	1-Apr-20	30.66	SR	2.00%	0.60
			(b)	Unaccompanied Freight - per 24 hours or part thereof								
15.03	SR			Days 1 - 7			Discretionary	1-Apr-20	15.33	SR	2.00%	0.30
30.06	SR			Days 8 and over			Discretionary	1-Apr-20	30.66	SR	2.00%	0.60
			(5)	TRUCK AND/OR TRAILER PARKING - subject to availability								
17.70	SR			Per 24 hours or part thereof			Discretionary	1-Apr-20	18.20	SR	2.82%	0.50
18.90	SR			Within passenger restricted area at the Port - 24 hours or part thereof			Discretionary	1-Apr-20	19.50	SR	3.17%	0.60
		31,850										32,480
			(6)	COACH PARKING - subject to availability - empty coaches only (no drop off facility)								
19.50	SR			Per 24 hours or part thereof			Discretionary	1-Apr-20	19.90	SR	2.05%	0.40
			(7)	CAR PARKING								
6.90	SR			Daily			Discretionary	1-Apr-20	7.00	SR	1.45%	0.10
173.00	SR			Annual Permit - Port only (Pro rata)			Discretionary	1-Apr-20	176.50	SR	2.02%	3.50
			(8)	LAND HIRE WITHIN SECURE PORT AREA								

											Annex 1
CHARGES 2020/2021 £	INC. VAT * [1]	ESTIMATED INCOME 2020/2021 £	DETAILS	Statutory/ Discretionary	DATE LAST CHANGED	CHARGES 2021/2022 £	INC. VAT *	% CHANGE	£ CHANGE £	ESTIMATED INCOME 2021/2022 £	
2.80	SR		per square metre, per week or part thereof	Discretionary	1-Apr-20	2.86	SR	2.14%	0.06		
100.50	SR		(9) PERMISSION TO LAND A HELICOPTER AT THE PORT per event per 24hrs or part thereof (subject to availability and/or frequency)		1-Apr-20	102.50	SR	1.99%	2.00		
			(10) Undercover storage (for caravans) at the Port Per week or part thereof			15.30	SR				
			<b>20 ENVIRONMENTAL HEALTH SERVICES</b>								
85 +costs	NB		Issue of unsound food certificate		1-Apr-11	90 +costs	NB	0.00%	0.00		
80.00	NB	740	Issue of information to commercial organisations relating to previous land use, and other environmental information copies		1-Apr-17	82	NB	2.50%	2.00	740	
350.00	NB	350	High Hedges Charge (For complaint requiring council investigation)	Statutory		350.00	NB	0.00%	0.00	350	
			IMPORTED FOOD INSPECTION CHARGES (Designated Point of Entry)								
			Office Hours: 08.30 to 17.00 Monday to Thursday and 08.30 to 16.30 Friday Outside of Office Hours: any time outside of the above office hours, and at any time on weekends or Bank Holidays These charges will apply whether a consignment is cleared or rejected. These charges do not include any fees which the Cargo Handling Agent or BIP operator may impose.								
60.00	NB		Document Check		1-Apr-14	60.00	NB	0.00%	0.00		
160.00	NB		Document, physical and sampling check			160.00	NB	0.00%	0.00		
290.00	NB		Laboratory fees for sampling (set by lab)			290.00	NB	0.00%	0.00		
110.00	NB		Additional charge for Saturday service			110.00	NB	0.00%	0.00		
			Organic Produce Inspection Charges								
45.00	NB		Organic Product Release Notice	Statutory		45.00	NB	0.00%	0.00		
	NB		Export certificate (Foods)		1-Apr-11		NB				
50.00	NB		Basic Food Hygiene Training		1-Apr-19	50.00	NB	0.00%	0.00		
			ENVIRONMENTAL PROTECTION ACT 1990 - AIR POLLUTION fees are set nationally by Government- details available on request								
1650.00	NB	8,060	(a) Initial application fee (Standard)	Statutory		1650.00	NB	0.00%	0.00	8,060	
1050.00	NB		(b) Substantial Changes Fee (Standard)	Statutory		1050.00	NB	0.00%	0.00		
N/A	NB		(c) Substantial Changes Fee (Section 10 & 11)	Statutory		N/A	NB				

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	NB		(d)	Annual Subsistence Charge (Standard)			Statutory						
772.00				Low				772.00	NB	0.00%	0.00		
1161.00				Medium				1161.00	NB	0.00%	0.00		
1747.00				High				1747.00	NB	0.00%	0.00		
ENVIRONMENTAL PROTECTION ACT - ALARM NOISE NUISANCE													
officer time + travel	NB			callouts, alarms etc. - to be reclaimed from offender				officer time + travel	NB				
				Additional Callout fee for towing or disabling alarm on a nuisance vehicle - callout and recovery	new			180.00	SR				
				Storage, first seven days	new			free					
				Storage, first seven days is free, then per day for the first 90 days,	new			18.00	SR				
				After the first 90 days, then charge per week.	new			30.00	SR				
				Up to six months storage	new			1,854.00	SR				
PRIVATE WATER SUPPLIES (to max of)													
500.00	NB	-	a)	Risk Assessments			Statutory	500.00	NB	0.00%	0.00	0	
100.00	NB	-	b)	Sampling (each visit) + analysis fees			Statutory	100.00	NB	0.00%	0.00	0	
100.00	NB	-	c)	Investigation			Statutory	100.00	NB	0.00%	0.00	0	
100.00	NB	-	d)	Granting an authorisation			Statutory	100.00	NB	0.00%	0.00	0	
25.00	NB	-	e)	Analysis under regulation 10			Statutory	25.00	NB	0.00%	0.00	0	
100.00	NB	-	f)	Analysis during check monitoring			Statutory	100.00	NB	0.00%	0.00	0	
500.00	NB	-	g)	Analysis during audit monitoring			Statutory	500.00	NB	0.00%	0.00	0	
Community Protection Notice													
				Early Repayment (within 10 days)				60					
				Failure to Comply with Notice				80					
PUBLIC HEALTH FUNERALS													
300	NB	6,000		Investigation Fee for Public Health Funerals			Discretionary	1-Apr-20	306	NB	2.00%	6.00	6,000
Officer time + travel				WORKS IN DEFAULT OF A NOTICE					Officer time + travel				
officer time + travel				Officer time + travel to be added to fees to be reclaimed from offender					officer time + travel				
<b>21 COMMUNITY SAFETY</b>													
SMOKE FREE													
50.00	NB		a)	Smoking in a smoke free place			statutory	50.00	NB	0.00%	0.00		
30.00				- reduced if paid within 15 days			statutory	30.00	NB	0.00%	0.00		
200.00			b)	Failing to display no-smoking signs			statutory	200.00	NB	0.00%	0.00		
150.00				- reduced if paid within 15 days			statutory	150.00	NB	0.00%	0.00		
			c)	Failing to prevent smoking in a smokefree space - Court awarded fine									

Annex 1

Agenda Item 11

											Annex 1
CHARGES 2020/2021 £	INC. VAT * [1]	ESTIMATED INCOME 2020/2021 £	DETAILS	Statutory/ Discretionary	DATE LAST CHANGED	CHARGES 2021/2022 £	INC. VAT *	% CHANGE	£ CHANGE £	ESTIMATED INCOME 2021/2022 £	
			Community Protection Notice	Statutory							
60.00			a) Early Repayment			60.00	NB	0.00%	0.00		
100.00			b) Failure to Comply with Notice			100.00	NB	0.00%	0.00		
			Public Spaces Protection Order (PSPO)	Statutory							
60.00			a) Early Repayment			60.00	NB	0.00%	0.00	0	
100.00			b) Failure to Comply with Order			100.00	NB	0.00%	0.00		
			<b>22 SPORTS AND LEISURE</b>								
			<b>23 CULTURAL AND OUTSIDE EVENTS</b>								
			Fee for booking a Council Site (per day) - Payment in advance of permissions only.								
			Community Events								
75.00	SR	2,200	application fee		1-Apr-17	75.00	SR	0.00%	0.00	2,200	
250.00	OS		Deposit (refundable after event if no damage is caused to the site)		1-Apr-17	250.00	OS	0.00%	0.00		
76.00	EX	16,400	Premium site		1-Apr-20	76.00	EX	0.00%	0.00	16,400	
51.00	EX		Standard site		1-Apr-20	51.00	EX	0.00%	0.00		
25% of daily rate	EX		Build and de-rigs days		1-Apr-17	25% of daily rate	EX	0.00%	0.00		
			Active Recreation Sessions								
75.00	SR		application fee		1-Apr-17	75.00	SR	0.00%	0.00		
250.00	OS		Deposit (refundable after event if no damage is caused to the site)		1-Apr-17	250.00	OS	0.00%	0.00		
n/a	EX		Premium site		1-Apr-17	n/a	EX				
n/a	EX		Standard site		1-Apr-17	n/a	EX				
n/a	EX		Build and de-rigs days		1-Apr-17	n/a	EX				
			National Charity								
75.00	SR		application fee		1-Apr-17	75.00	SR	0.00%	0.00		
250.00	OS		Deposit (refundable after event if no damage is caused to the site)		1-Apr-17	250.00	OS	0.00%	0.00		
155.00	EX		Premium site		1-Apr-20	155.00	EX	0.00%	0.00		
105.00	EX		Standard site		1-Apr-20	105.00	EX	0.00%	0.00		
25% of daily rate	EX		Build and de-rigs days		1-Apr-17	25% of daily rate	EX				
			Local Charity								
75.00	SR		application fee		1-Apr-17	75.00	SR	0.00%	0.00		
250.00	OS		Deposit (refundable after event if no damage is caused to the site)		1-Apr-17	250.00	OS	0.00%	0.00		
102.00	EX		Premium site		1-Apr-20	102.00	EX	0.00%	0.00		
77.00	EX		Standard site		1-Apr-20	77.00	EX	0.00%	0.00		
25% of daily rate	EX		Build and de-rigs days		1-Apr-17	25% of daily rate	EX				

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75.00	SR		Enthusiast application fee		1-Apr-17	75.00	SR	0.00%	0.00		
250.00	OS		Deposit (refundable after event if no damage is cused to the site)		1-Apr-17	250.00	OS	0.00%	0.00		
155.00	EX		Premium site		1-Apr-20	155.00	EX	0.00%	0.00		
105.00	EX		Standard site		1-Apr-20	105.00	EX	0.00%	0.00		
25% of daily rate	EX		Build and de-rigs days		1-Apr-17	25% of daily rate	EX				
75.00	SR		Commercial application fee		1-Apr-17	75.00	SR	0.00%	0.00		
500.00	OS		Deposit (refundable after event if no damage is cused to the site)		1-Apr-17	500.00	OS	0.00%	0.00		
325.00	EX		Premium site		1-Apr-20	325.00	EX	0.00%	0.00		
225.00	EX		Standard site		1-Apr-20	225.00	EX	0.00%	0.00		
50% of daily rate	EX		Build and de-rigs days		1-Apr-17	50% of daily rate	EX				
<b>24 LICENSING</b>											
220.00	NB	1,350	Animal Licensing Providing Home Boarding for dogs Licence fee (plus a veterinary inspector's fee if necessary)	Discretionary	1-Apr-20	225.00	NB	2.27%	5.00	1,350	
			Providing Boarding in Kennels for Dogs Licence fee (plus a veterinary inspector's fee if necessary)	Discretionary	1-Apr-21	225.00					
			Providing Boarding for Cats Licence fee (plus a veterinary inspector's fee if necessary)	Discretionary	1-Apr-21	225.00					
220.00	NB	510	Selling of Animals as Pets Licence fee (plus a veterinary inspector's fee if necessary)	Discretionary	1-Apr-18	225.00	NB	2.27%	5.00	510	
300.00	NB	160	Dog Breeder Breeding Dogs Licence fee (plus a veterinary inspector's fee if necessary)	Discretionary	1-Apr-20	307.00	NB	2.33%	7.00	160	
300.00	NB	460	Riding Establishment Hiring out of horses Licence fee (plus a veterinary inspector's fee if necessary)	Discretionary	1-Apr-20	307.00	NB	2.33%	7.00	460	
231.00	NB	-	Dangerous Wild Animals Act Licence fee (plus a veterinary inspector's fee if necessary)	Discretionary	1-Apr-20	236.00	NB	2.16%	5.00	-	
532.00	NB	-	Zoo Licence Act Licence fee (plus a veterinary inspector's fee if necessary)	Discretionary	1-Apr-20	545.00	NB	2.44%	13.00	0	
Delete	NB	-	Licence fee where exemption applies	Discretionary	1-Apr-17	Delete	NB	0.00%	0.00	0	
220.00	NB	-	Performing Animals Keeping or training animals for exhibition Licence fee (plus a veterinary inspector's fee if necessary)	Discretionary	1-Apr-20	225.00	NB	2.27%	5.00	0	



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			Providing Day Care for Dogs Licence fee (plus a veterinary inspector's fee if necessary)		Discretionary	1-Apr-20	225.00				
			Replacement licence	new			15				
			Re-rating	new			125				
			Preapplication advice	new			Officer Hrly rate				
see below	NB	3,170	Registration for Acupuncture/Tattooing/Electrolysis/Ear Piercing		Discretionary	1-Apr-20	see below	NB			3,170
250.00			Premises Registration				255		2.00%	5.00	
50.00			Personal Registration				55		10.00%	5.00	
25.00			Variation to personal licence				25.50		2.00%	0.50	
			Sex Establishment Licence								
1040.00	NB		Grant of licence		Discretionary	1-Apr-18	1061	NB	2.02%	21.00	
1040.00	NB	1,040	Annual renewal/transfer		Discretionary	1-Apr-20	1061	NB	2.02%	21.00	1,040
		6,030	Private Hire Vehicle Operator's Licence								6,030
650.00	NB		Grant		Discretionary	1-Apr-20	663.00	NB	2.00%	13.00	
597.00	NB		Renewal - valid for 5 years			1-Apr-20	609.00	NB	2.01%	12.00	
		2,790	Hackney Carriage Driver's Licence								2,790
175.75	NB		Hackney Carriage Driver Licence		Discretionary	1-Apr-20	179.50	NB	2.13%	3.75	
92.00	NB		Renewal Hackney Carriage Driver Licence (before expiry date)			1-Apr-20	94.00	NB	2.17%	2.00	
			Private Hire Vehicle Driver's Licence								
175.75	NB		Private Hire Driver Licence		Discretionary	1-Apr-20	179.50	NB	2.13%	3.75	
92.00	NB	12,780	Renewal Private Hire Driver - 3 year		Discretionary	1-Apr-20	94.00	NB	2.17%	2.00	12,780
2.00	NB	350	Drivers Identification badges		Discretionary	1-Apr-17	2.00	NB	0.00%	0.00	350
15.00			Reissue of Driver Licences Following change of Name/Address		1/4/20	1-Apr-20	15.50	NB		0.50	
40.00	NB	3,880	Taxi Driver Knowledge Test		Discretionary	1-Apr-20	41.00	NB	2.50%	1.00	3,880
			Hackney Carriage Vehicle Licence								
342.00	NB	36,500	Grant (If vehicle is electric/hybrid or is wheelchair accessible there is a 10% reduction in fee)	new	Discretionary	1-Apr-18	349.00	NB	2.05%	7.00	36,500
			Renewal (If vehicle is electric/hybrid or is wheelchair accessible there is a 10% reduction in fee)	new	Discretionary	1-Apr-18	255.00	NB	1.80%	4.50	
250.50	NB		Transfer following change of vehicle		Discretionary	1-Apr-18	107.25	NB	2.14%	2.25	5,180
105.00	NB	5,180	Change of Vehicle ownership			1-Apr-20	25.50	NB	2.00%	0.50	
25.00			Reissue of Vehicle Licences Following change of Name/Address			1-Apr-20	15.30	NB	2.00%	0.30	
15.00											

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15.00		-	Plates & Badges								
			Replacement Plate		Discretionary	1-Apr-20	15.30				0
10.00		-	Replacement Bracket		Discretionary	1-Apr-20	10.20				0
285.00	NB	130,920	Private Hire Vehicle Licence								
			Grant (If vehicle is electric/hybrid or is wheelchair accessible there is a 10% reduction in fee)	new	Discretionary	1-Apr-18	291.00	NB	2.11%	0.00	130,920
204.00	NB		Renewal (If vehicle is electric/hybrid or is wheelchair accessible there is a 10% reduction in fee)	new	Discretionary	1-Apr-18	208.00	NB	1.96%	0.00	
82.00	NB	17,110	Licensing of Temporary Vehicle Following Accident etc		Discretionary	1-Apr-18	83.75	NB	2.13%	0.00	17,110
88.00	NB	-	Permission to advertise on Hackney Carriage Vehicles/Private Hire Vehicles		Discretionary	1-Apr-18	89.00	NB	1.14%	1.00	0
508.00	NB	2,710	Scrap Metal Dealers								
			Initial grant of Site licence		Discretionary	1-Apr-18	508.00	NB	0.00%	0.00	2,710
294.00	NB		Initial grant of Collectors licence		Discretionary	1-Apr-18	294.00	NB	0.00%	0.00	
455.00	NB		Renewal of Site licence		Discretionary	1-Apr-18	455.00	NB	0.00%	0.00	
295.00	NB		Renewal of Collectors licence		Discretionary	1-Apr-18	295.00	NB	0.00%	0.00	
215.00	NB		Variation Collector to Site licence		Discretionary	1-Apr-18	215.00	NB	0.00%	0.00	
65.00	NB		Variation Site to Collector licence		Discretionary	1-Apr-18	65.00	NB	0.00%	0.00	
33.00	NB		Variation (minor administrative, such as change of address)		Discretionary	1-Apr-18	33.00	NB	0.00%	0.00	
108.00	NB		Change of Site Manager		Discretionary	1-Apr-18	108.00	NB	0.00%	0.00	
10.50		-	Copy of any Licence		discretionary	1-Apr-20	10.50	NB	0.00%	0.00	0
			Miscellaneous Licences								
			Street Collection								
			House to House Collection								
			Street Trading								
		138,760	PREMISES LICENCES		statutory						138,760
			(The fees detailed below are statutory fees)								
			Application for grant and variation of Premises Licences and Club premises certificate								
			Band A - Non Domestic RV £0 - £4,300								
100.00	NB		Fee		statutory		100.00	NB			
70.00	NB		Annual Charge		statutory		70.00	NB			
			Band B - Non Domestic RV £4,301 - £33,000								
190.00	NB		Fee		statutory		190.00	NB			
180.00	NB		Annual Charge		statutory		180.00	NB			

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			Band C - Non Domestic RV £33,001 - £87,000								
315.00	NB		Fee	statutory		315.00	NB				
295.00	NB		Annual Charge	statutory		295.00	NB				
			Band D - Non Domestic RV £87,001 - £125,000								
450.00	NB		Fee			450.00	NB				
900.00	NB		Large Town Centre Pubs	statutory		900.00	NB				
320.00	NB		Annual Charge	statutory		320.00	NB				
			Band E - Non Domestic RV £125,001 & over								
635.00	NB		Fee	statutory		635.00	NB				
1,905.00	NB		Large Town Centre Pubs	statutory		1,905.00	NB				
350.00	NB		Annual Charge	statutory		350.00	NB				
			Premises with no domestic rateable value=Band A; premises under construction=Band C								
10.50	NB		Notification of change of name or address of premises licence holder or club	Statutory		10.50	NB				
23.00	NB		Application to vary to specify individual as designated premises supervisor	Statutory		23.00	NB				
10.50	NB		Notification of change of address of designated premises supervisor	Statutory		10.50	NB				
10.50	NB		Notification of alteration of club rules	Statutory		10.50	NB				
23.00	NB		Application to transfer premises licence	Statutory		23.00	NB				
23.00	NB		Interim authority notice	Statutory		23.00	NB				
10.50	NB		Application for copy or summary	Statutory		10.50	NB				
315.00	NB		Application for making of a provisional statement	Statutory		315.00	NB				
			Personal Licence Fees								
37.00	NB		Application for grant	Statutory		37.00	NB				
10.50	NB		Application for copy	Statutory		10.50	NB				
10.50	NB		Notification of change of name or address	Statutory		10.50	NB				
			Temporary Event Notices Fees								
21.00	NB		Notification of a temporary event	Statutory		21.00	NB				
10.50	NB		Application for copy	Statutory		10.50	NB				
			Other Fees								
officer time and cost of copy			Supply of copy of information contained in licensing register			officer time and cost of copy					
21.00	NB		Notification of an interest in any premises	Statutory		21.00	NB				
		20,110	Applications under the Gambling Act 2005							20,110	
			Non-conversion application fee in respect of provisional statement premises								
985.00	NB		Bingo premises licence			985.00	NB				
985.00	NB		Adult gaming centre premises licence			985.00	NB				

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795.00	NB		Betting premises (track) licence			795.00	NB				
795.00	NB		Family entertainment centre premises licence			795.00	NB				
985.00	NB		Betting premises (other) licence			985.00	NB				
							NB				
			Non-conversion application fee in respect of other premises								
5,850.00	NB		Bingo premises licence			5,850.00	NB				
1,640.00	NB		Adult gaming centre premises licence			1,640.00	NB				
2,025.00	NB		Betting premises (track) licence			2,025.00	NB				
1,640.00	NB		Family entertainment centre premises licence			1,640.00	NB				
2,460.00	NB		Betting premises (other) licence			2,460.00	NB				
			First annual fee and annual fee								
2,460.00	NB		Converted casino premises licence			2,460.00	NB				
820.00	NB		Bingo premises licence			820.00	NB				
820.00	NB		Adult gaming centre premises licence			820.00	NB				
820.00	NB		Betting premises (track) licence			820.00	NB				
615.00	NB		Family entertainment centre premises licence			615.00	NB				
495.00	NB		Betting premises (other) licence			495.00	NB				
			Fee for application to vary licence								
1,640.00	NB		Converted casino premises licence			1,640.00	NB				
1,430.00	NB		Bingo premises licence			1,430.00	NB				
820.00	NB		Adult gaming centre premises licence			820.00	NB				
1,015.00	NB		Betting premises (track) licence			1,015.00	NB				
820.00	NB		Family entertainment centre premises licence			820.00	NB				
1,225.00	NB		Betting premises (other) licence			1,225.00	NB				
			Fee for application to transfer a licence								
1,130.00	NB		Converted casino premises licence			1,130.00	NB				
985.00	NB		Bingo premises licence			985.00	NB				
985.00	NB		Adult gaming centre premises licence			985.00	NB				
795.00	NB		Betting premises (track) licence			795.00	NB				
795.00	NB		Family entertainment centre premises licence			795.00	NB				
985.00	NB		Betting premises (other) licence			985.00	NB				
			Fee for application for reinstatement of a licence								
1,130.00	NB		Converted casino premises licence			1,130.00	NB				
985.00	NB		Bingo premises licence			985.00	NB				
985.00	NB		Adult gaming centre premises licence			985.00	NB				
795.00	NB		Betting premises (track) licence			795.00	NB				
795.00	NB		Family entertainment centre premises licence			795.00	NB				
985.00	NB		Betting premises (other) licence			985.00	NB				
			Fee for application for provisional statement								
2,850.00	NB		Bingo premises licence			2,850.00	NB				
1,605.00	NB		Adult gaming centre premises licence			1,605.00	NB				
1,985.00	NB		Betting premises (track) licence			1,985.00	NB				

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CHARGES 2020/2021 £	INC. VAT * [1]	ESTIMATED INCOME 2020/2021 £	DETAILS	Statutory/ Discretionary	DATE LAST CHANGED	CHARGES 2021/2022 £	INC. VAT *	% CHANGE	£ CHANGE £	ESTIMATED INCOME 2021/2022 £	
1,605.00	NB		Family entertainment centre premises licence			1,605.00	NB				
2,410.00	NB		Betting premises (other) licence			2,410.00	NB				
300.00	NB		Prize permit application or renewal.			300.00	NB				
300.00	NB		Family entertainment centre gaming machine permit or renewal.			300.00	NB				
25.00	NB		Change of name on family entertainment centre/prize permit.			25.00	NB				
15.00	NB		Copy of family entertainment centre/prize permit.			15.00	NB				
30.00	NB		Change of circumstances, residence etc. S.186.			30.00	NB				
15.00	NB		Copy of licence.			15.00	NB				
200.00	NB		Club machine permit.			200.00	NB				
100.00	NB		Club machine permit renewal			100.00	NB				
50.00	NB		Club machine permit annual fee			50.00	NB				
30.00	NB		Club machine permit change of circumstances			30.00	NB				
15.00	NB		copy of club machine permit			15.00	NB				
50.00	NB		Licensed Premises gaming machine permit.			50.00	NB				
50.00	NB		Licensed Premises gaming machine permit.			50.00	NB				
25.00	NB		licensed Premises gaming machine permit transfer.			25.00	NB				
100.00	NB		licensed Premises gaming machine permit variation			100.00	NB				
30.00	NB		Licensed Premises gaming machine permit change of circumstances			30.00	NB				
15.00	NB		Copy of licensed premises gaming machine permit			15.00	NB				
			Small Society Lotteries								
40	NB		New Registration	Statutory		40					
20	NB		Annual Renewal	Statutory		20					
<b>25 HOUSING HRA</b>											
CHARGES FOR HIRING HOUSING COMMUNITY HALLS											
		5,000	MILLMEAD HALL	Discretionary						5,000	
36.05	EX		Hire of Main Hall -Minimum charge for up to two hours*		1-Apr-20	36.05	EX	0.00%	0.00		
15.45	EX		Each additional hour or part there after		1-Apr-20	15.45	EX	0.00%	0.00		
20.6	EX		Hire of Smaller Room -Minimum charge for up to two hours*		1-Apr-20	20.6	EX	0.00%	0.00		
10.3	EX		Each additional hour or part there after		1-Apr-20	10.3	EX	0.00%	0.00		
41.2	EX		Hire of both Main Hall & Smaller Room - Minimum charge for up to 2 hours*		1-Apr-20	41.2	EX	0.00%	0.00		
15.45	EX		Each additional hour or part there after		1-Apr-20	15.45	EX	0.00%	0.00		
* included in the hire cost of the Main Hall will be: tables, chairs, access to stage area, toilets and kitchen											
CHARGES FOR DESIGNATED PARKING SPACES											
500.00	SR	8,000	Harbour Towers		1-Apr-19	500.00	SR	0.00%	0.00	8,000	
450.00	SR	1,800	Ramsgate General		1-Apr-19	450.00	SR	0.00%	0.00	1,800	

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CHARGES 2020/2021 £	INC. VAT * [1]	ESTIMATED INCOME 2020/2021 £	DETAILS		Statutory/ Discretionary	DATE LAST CHANGED	CHARGES 2021/2022 £	INC. VAT *	% CHANGE	£ CHANGE £	ESTIMATED INCOME 2021/2022 £
OTHER HOUSING CHARGES											
			Leasehold Enquiries								
100.00	NB	8,000	Notice of Assignment (including notice of mortgage if submitted at the same time)		Statutory	1-Apr-14	100.00	NB	0.00%	0.00	8,000
65.00	NB		Notice of Mortgage (where submitted separately to the notice of assignment)		Statutory	1-Apr-14	65.00	NB	0.00%	0.00	
900.00			Lease Extension				900.00	NB	0.00%	0.00	
200.00			Lease Variation				200.00	NB	0.00%	0.00	
40.00	NB		Copy of Fire Risk Safety Assessments		Statutory	1-Apr-14	40.00	NB	0.00%	0.00	
5.00			Copy of Lease				5.00	NB	0.00%	0.00	
135.00	NB		Solicitors and Leaseholders enquiries (per enquiry letter answered and excluding the leaseholder's annual statement)		Statutory	1-Apr-15	135.00	NB	0.00%	0.00	
128.00	NB		Sub-letting fee		Discretionary	1-Apr-15	128.00	NB	0.00%	0.00	
103.00	NB		Leasehold Management Fee		Discretionary	1-Apr-20	132.12	NB	28.27%	29.12	
50.00			Alteration & Improvement Consent				50.00	NB	0.00%	0.00	
12.00			Replacement Keys & Fobs				12.00	NB	0.00%	0.00	
Tenant Enquiries											
40.00	NB		Rent Reference			1-Apr-19	40.00	NB	0.00%	0.00	
5.00	NB	-	Copy of Rent Statement	deleted	Discretionary	1-Apr-19		NB	-100.00%	-5.00	0
5.00	NB	-	Copy of Tenancy Agreement	deleted		1-Apr-19		NB	-100.00%	-5.00	0
12.00			Replacement Keys & Fobs		Discretionary	1-Apr-19	12.00	NB	0.00%	0.00	
5.00			Replacement Payment Cards			1-Apr-19	5.00	NB	0.00%	0.00	
50.00			Alteration & Improvement Consent			1-Apr-19	50.00	NB	0.00%	0.00	
65.00			Forced Entry (warrant)			1-Apr-19	65.00	NB	0.00%	0.00	
95.00			Forced Entry & Lock Change			1-Apr-19	95.00	NB	0.00%	0.00	
25.00			Wasted Emergency Call Out Fee			1-Apr-19	25.00	NB	0.00%	0.00	
At Cost + 7.5% Admin			Rubbish Clearance			1-Apr-19	At Cost + 7.5% Admin	NB			
75.00			Additional TV/Sat Ariel Points			1-Apr-19	75.00	NB	0.00%	0.00	
At Cost + 7.5% Admin			Boarding of windows and doors (police in attendance or damage caused by occupant)			1-Apr-19	At Cost + 7.5% Admin	NB			
Other											
100.00		1,000	Lease a shed or store			1-Apr-19	100.00	NB	0.00%	0.00	1,000
200.00			Easements/Wayleaves/ Right of Access			1-Apr-19	200.00	NB	0.00%	0.00	
200.00			Variation of Easements/Wayleaves/ Right of Access			1-Apr-19	200.00	NB	0.00%	0.00	
250.00			Sale of Land			1-Apr-19	250.00	NB	0.00%	0.00	
<b>26 HMO/SELECTIVE LICENSING</b>											
LICENCE FEES FOR HOUSES IN MULTIPLE OCCUPATION (HMOs) (Mandatory HMO Licensing and Selective Licensing)											
(a) HMOs with 2 to 8 units of accommodation											
933.00	NB		Standard HMO application		Discretionary	1-Apr-20	979.00	NB	4.93%	46.00	
833.00	NB		Standard HMO application (Accredited landlord)		Discretionary	1-Apr-20	879.00	NB	5.52%	46.00	
715.00	NB		Early renewal application		Discretionary	1-Apr-20	750.00	NB	4.90%	35.00	
615.00	NB		Early renewal application (Accredited landlord)		Discretionary	1-Apr-20	650.00	NB	5.69%	35.00	

Annex 1

Agenda Item 11

											Annex 1
CHARGES 2020/2021 £	INC. VAT * [1]	ESTIMATED INCOME 2020/2021 £	DETAILS	Statutory/ Discretionary	DATE LAST CHANGED	CHARGES 2021/2022 £	INC. VAT *	% CHANGE	£ CHANGE £	ESTIMATED INCOME 2021/2022 £	
42.00	NB		(b) HMOs with more than 8 units of accommodation Fee per additional unit of accommodation over 8 (In addition to standard or early renewal fees for 2-8 units)	Discretionary	1-Apr-19	44.00	NB	4.76%	2.00		
		106,760	SELECTIVE LICENSING FEES (FOR NON-HMOs)							0	
648.00	NB		(a) House/flat occupied by single household - Standard application		1-Apr-20	679.00	NB	4.78%	31.00		
548.00	NB		House/flat occupied by single household - Standard application (Accredited landlord)		1-Apr-20	579.00	NB	5.66%	31.00		
552.00	NB		House/flat occupied by single household - Early renewal application		1-Apr-20	579.00	NB	4.89%	27.00		
452.00	NB		House/flat occupied by single household - Early renewal application (Accredited landlord)		1-Apr-20	479.00	NB	5.97%	27.00		
			(b) Buildings containing flats - Single licence required for whole building								
648.00	NB		First flat fee - Standard application		1-Apr-20	679.00	NB	4.78%	31.00		
548.00	NB		First flat fee - Standard application (Accredited landlord)		1-Apr-20	579.00	NB	5.66%	31.00		
241.00	NB		Per additional flat - Standard application (Accredited and non-accredited landlord)		1-Apr-20	253.00	NB	4.98%	12.00		
552.00	NB		First flat fee - Early renewal application		1-Apr-20	579.00	NB	4.89%	27.00		
452.00	NB		First flat fee - Early renewal application (Accredited landlord)		1-Apr-20	479.00	NB	5.97%	27.00		
241.00	NB		Per additional flat - Early renewal application (Accredited and non-accredited landlord)		1-Apr-20	253.00	NB	4.98%	12.00		
			Buildings containing flats - Capped fees (Multiple flats in building and separate licences required)								
648.00	NB		First flat fee - Standard application		1-Apr-20	679.00	NB	4.78%	31.00		
548.00	NB		First flat fee - Standard application (Accredited landlord)		1-Apr-20	579.00	NB	5.66%	31.00		
319.00	NB		CAPPED Per additional flat - Standard application (Accredited and non-accredited landlord)		1-Apr-20	329.00	NB	3.13%	10.00		
552.00	NB		First flat fee - Early renewal application		1-Apr-20	579.00	NB	4.89%	27.00		
452.00	NB		First flat fee - Early renewal application (Accredited landlord)		1-Apr-20	479.00	NB	5.97%	27.00		
319.00	NB		CAPPED Per additional flat - Early renewal application (Accredited and non-accredited landlord)		1-Apr-20	329.00	NB	3.13%	10.00		
			NON-STATUTORY INSPECTIONS								
144.00	SR	5,000	Immigration inspections	Discretionary	1-Apr-20	151.00	SR	4.86%	7.00	0	
144.00	SR	-	Other non-statutory inspections		1-Apr-20	151.00	SR	4.86%	7.00	0	
	N/A		FINANCIAL PENALTIES (HOUSING ACT 2004 AND HOUSING AND PLANNING ACT 2016)				N/A				
		-	Financial penalties for certain housing offences (Variable from £375 to £30,000)								
375.00			(a) Minimum financial penalty			375.00					
30,000.00			(b) Maximum financial penalty (statutory maximum)			30,000.00					
			(Penalties are issued in accordance with the council's adopted policy for imposing financial penalties)								
			CHARGING FOR ENFORCEMENT ACTION (HOUSING ACT 2004)								
545.00	NB	1,030	Fixed charge for council expenses; however, external expenditure (if applicable) will be charged at cost. (Charges are made in accordance with the council's adopted Private Sector Housing Enforcement Policy)	Discretionary	1-Apr-20	572.00	NB	4.95%	27.00	1,140	
			MONETARY PENALTY (REDRESS SCHEMES FOR LETTINGS AGENCY WORK AND PROPERTY MANAGEMENT WORK)								
5000.00	NB	-	Fixed charge for failure to belong to an approved scheme		1-Apr-17	5000.00	NB	0.00%	0.00	0	
			PENALTY CHARGES (THE SMOKE AND CARBON MONOXIDE ALARM (ENGLAND) REGULATIONS 2015)								

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2500.00	NB	-	First penalty charge		1-Apr-17	2500.00	NB	0.00%	0.00	0	
1250.00	NB	-	First penalty charge (if paid within 14 days)		1-Apr-17	1250.00	NB	0.00%	0.00	0	
5000.00	NB	-	Any subsequent penalty charge		1-Apr-17	5000.00	NB	0.00%	0.00	0	
2500.00	NB	-	Any subsequent penalty charge (if paid within 14 days)		1-Apr-17	2500.00	NB	0.00%	0.00	0	
FINANCIAL PENALTIES (The Electrical Safety Standards in the Private Rented Sector (England) Regulations 2020)											
(As agreed by Cabinet on 19 November 2020)											
Financial penalties for electrical safety breaches (Variable from £375 to £30,000) detailed in Annex 2											
			(a) Minimum financial penalty			375.00				0	
			(b) Maximum financial penalty (statutory maximum)			30,000.00				0	
(Penalties to be issued in accordance with the council's adopted policy for imposing financial penalties)											
FINANCIAL PENALTIES (Energy Efficiency (Private Rented Property) (England and Wales) Regulations 2015)											
(As agreed by Cabinet Decision on 19 November 2020)											
Breaching the ban on letting a property with an F or G rating for less than three months											
			First financial penalty			1,000.00				0	
			First financial penalty (if paid within 21 days)			750.00				0	
			Any subsequent financial penalty			2,000.00				0	
			Any subsequent financial penalty (if paid within 21 days)			1,500.00				0	
Breaching the ban on letting a property with an F or G rating for more than three months											
			First financial penalty			2,000.00				0	
			First financial penalty (if paid within 21 days)			1,500.00				0	
			Any subsequent financial penalty			4,000.00				0	
			Any subsequent financial penalty (if paid within 21 days)			3,000.00				0	
Registering false or misleading information on the PRS Exemptions Register											
			First financial penalty			500.00				0	
			First financial penalty (if paid within 21 days)			375.00				0	
			Any subsequent financial penalty			1,000.00				0	
			Any subsequent financial penalty (if paid within 21 days)			750.00				0	
Failing to provide information to the council demanded by a Compliance Notice											
			First financial penalty			1,000.00				0	
			First financial penalty (if paid within 21 days)			750.00				0	
			Any subsequent financial penalty			2,000.00				0	
			Any subsequent financial penalty (if paid within 21 days)			1,500.00				0	
<b>27. PLANNING</b>											
P.O.A	NB	920,000	Fees for Applications -Town & Country Planning Act 1990			P.O.A	NB			920,000	
	NB		Planning Approvals etc. per copy								
			Copies of planning documents, decisions etc. per page		1-Apr-09		NB				



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		48,000	Pre-application planning advice							48,000	
			Major Developments								
390.00	SR		Written Advice only 10-49 dwellings		1-Apr-19	390.00	SR	0.00%	0.00		
780.00	SR		Meeting and written confirmation 10-49 dwellings		1-Apr-19	780.00	SR	0.00%	0.00		
600.00	SR		Written Advice only 50-199 dwellings		1-Apr-19	600.00	SR	0.00%	0.00		
1200.00	SR		Meeting and written confirmation 50-199 dwellings		1-Apr-19	1200.00	SR	0.00%	0.00		
1200.00	SR		Written Advice only 200 dwellings or more		1-Apr-19	1200.00	SR	0.00%	0.00		
2400.00	SR		Meeting and written confirmation 200 dwellings or more		1-Apr-19	2400.00	SR	0.00%	0.00		
			Minor Developments								
216.00	SR		Written Advice only		1-Apr-19	216.00	SR	0.00%	0.00		
360.00	SR		Meeting and written confirmation		1-Apr-19	360.00	SR	0.00%	0.00		
			Householder pre-application advise								
72.00	SR		Written advice		1-Apr-19	72.00	SR	0.00%	0.00		
144.00	SR		Meeting with written confirmation		1-Apr-19	144.00	SR	0.00%	0.00		
150.00	NB		Research of Planning History		1-Apr-17	150.00	NB	0.00%	0.00		
0.10	SR		Photocopy official document, per page		1-Apr-08	0.10	SR	0.00%	0.00		
0.10	NB		Tree Preservation Order copies per page		1-Apr-08	0.10	NB	0.00%	0.00		
			Copy Plans								
0.10	SR		A4 size per page		1-Apr-17	0.10	SR	0.00%	0.00		
0.20	SR		A3 size per page		1-Apr-17	0.20	SR	0.00%	0.00		
37.00	SR		A1 size per page		1-Apr-17	37.00	SR	0.00%	0.00		
37.00	SR		A0 size per page		1-Apr-17	37.00	SR	0.00%	0.00		
			Local Plan								
55.00	NB		New Local Plan		1-Apr-09	55.00	NB	0.00%	0.00		
			<b>28 FINANCIAL SERVICES</b>								
			House Purchase Advances								
176.00	EX	-	Redemption fee (Early redemption)		1-Apr-17	176.00	EX	0.00%	0.00		
		698,340	Council Tax							698,340	
60.00	NB		Summons		1-Apr-18	60.00	NB	0.00%	0.00		
50.00	NB		Liability Order		1-Apr-11	50.00	NB	0.00%	0.00		
		20,040	Business Rates							20,040	
60.00	NB		Summons		1-Apr-18	60.00	NB	0.00%	0.00		
50.00	NB		Liability Order		1-Apr-11	50.00	NB	0.00%	0.00		
			Payment of Housing Benefit								
10.00	NB		Replacement of lost payment card		1-Apr-09	10.00	NB	0.00%	0.00		
25.00	NB	100	Replacement of landlord payment schedule - single financial year		1-Apr-09	25.00	NB	0.00%	0.00	100	

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50.00	NB	100	Replacement of landlord payment schedule - multiple financial years			1-Apr-09	50.00	NB	0.00%	0.00	100
10.00	NB	30	Assessment of Housing Benefit Request for Housing Benefit file outside of Freedom of information request				10.00	NB	0.00%	0.00	30
<b>29 CORPORATE MARKETING</b>											
All Minimum Charges		23,100	Charges for Film Location works (n.b. exclusive use of land/property is vat exempt, filming in a public place is vatable at standard rate)				All Minimum Charges				23,100
500.00	EX		Advertising productions, Commercials, Filming for Internet Advertising - per day	deleted	Discretionary	1-Apr-13		EX			
500.00	EX		Feature Films - per day	deleted	Discretionary	1-Apr-11		EX			
150.00	EX		Low Budget Feature Films - per day	deleted	Discretionary	1-Apr-11		EX			
150.00	EX		Television dramas - per day	deleted	Discretionary	1-Apr-11		EX			
100.00	EX		Educational, Corporate. Light entertainment, music promotions - per day	deleted	Discretionary	1-Apr-11		EX			
0.00	EX		Interviews, sound recordings - per day	deleted	Discretionary	1-Apr-12		EX			
150.00	EX		Photo Shoots - National publications - per day	deleted	Discretionary	1-Apr-11		EX			
50.00	EX		Photo Shoots - low budget publications - per day	deleted	Discretionary	1-Apr-12		EX			
0.00	EX		Student films, local community groups - per day		Discretionary	1-Apr-11	0.00	EX	0.00%	0.00	
50.00	EX		Administration - complex enquiries - per hour		Discretionary	1-Apr-12	50.00	EX	0.00%	0.00	
			Production with crews of 150 people or over	new	Discretionary	1-Apr-13	1000.00	EX			
			Production with crews of 100 to 149 people	new	Discretionary	1-Apr-11	500.00	EX			
			Production with crews of 75 to 99 people	new	Discretionary	1-Apr-11	400.00	EX			
			Production with crews of 25 to 74 people	new	Discretionary	1-Apr-11	300.00	EX			
			Productions with crews of 10 to 24 people	new	Discretionary	1-Apr-11	150.00	EX			
			Productions with crews up to 9 people	new	Discretionary	1-Apr-12	50.00	EX			
			Filming with a drone per day	new	Discretionary	1-Apr-11	125.00	EX			
			Local Charity Groups	new	Discretionary	1-Apr-11	0.00	EX			
			Prep/strike days are charged at 50% of the agreed filming day fee.	new							
<b>30. LAND CHARGES</b>											
11.00	NB	11,840	Personal Searches Administration Fee		Discretionary	1-Apr-11	11.00	NB	0.00%	0.00	11,840
	P.O.A.		Con 29 and optional enquiries					SR			
117.60	SR	200,000	Land Charges Search including Official Certificate of Search (one parcel of land) from 1 January 2017			1-Jan-17	117.60	SR	0.00%	0.00	196,500
45.00	NB	85,000	** (fee split, CON29 £98 + vat and £45 non-vatable)				45.00	NB	0.00%	0.00	82,500
117.60	SR		electronically received request for search		Discretionary	1-Jan-17	117.60	SR	0.00%	0.00	
45.00	NB		** (fee split, CON29 £98 + vat and £45 non-vatable)				45.00	NB	0.00%	0.00	
16.80	SR		additional parcels of land (per parcel)		Discretionary	1-Apr-12	16.80	SR	0.00%	0.00	
6.00	NB		** (fee split, CON29 £14 + vat and £6 non-vatable)				6.00	NB	0.00%	0.00	

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			Fee for commercial property (to be charged on top of CON29 fee, new fee non-vatable)		new	62.40	NB			6,000	
		253,380	<b>31. OFF STREET PARKING - Dreamland</b>							253,380	
			DREAMLAND, Margate 7am-10pm Linear after 1st hour								
			Private motor cars								
			Same All Year								
2.50	SR		First Hour	Discretionary	1-Apr-19	2.50	SR	0.00%	0.00		
2.50	SR		Per hour up to 4 hours	Discretionary	1-Apr-19	2.50	SR	0.00%	0.00		
12.00	SR		Over 5 hours (until 10.00 pm)	Discretionary	1-Apr-17	12.00	SR	0.00%	0.00		
0.10	SR		Each 10 minute slot between 1 hour and 5 hours rounded up to 10p	Discretionary	1-Apr-19	0.10	SR	0.00%	0.00		
			<b>32. BUILDING CONTROL</b>								
51.50	SR		Copies of Building Regulation (Decision notices & Completions)	Discretionary	1-Apr-20	51.50	SR	0.00%	0.00		
411.99	SR	2,000	Demolition Inspection (during working hours and up to a maxium of 3 hours)	Discretionary	1-Apr-20	411.99	SR	0.00%	0.00	2,000	
27.83	SR		Additional fee for receipt (of notice)	Discretionary	1-Apr-20	27.83	SR	0.00%	0.00		
154.50	SR		Written request for Building Control inspection notes (limited to owner of property) Per enquiry letter answered	Discretionary	1-Apr-20	154.50	SR	0.00%	0.00		
92.70			Research of Building Regulation Information - (not Land Registry, Land Charges or Local Land Charges )(per hour) On line free of charge	Discretionary	1-Apr-20	92.70		0.00%	0.00		
51.50			Subsequent Approval Notice copies following research	Discretionary	1-Apr-20	51.50		0.00%	0.00		
	SR	443,000	All Other Building Regulation Fees (Further details from Building Control)	Statutory			SR			443,000	
90.00	SR		Hourly rate for Building Control Surveyor in office hours For out of hours rates contact Building Control	Discretionary	1-Apr-19	90.00	SR	0.00%	0.00		
			<b>33. MUSEUMS</b>								
			Dickens House Museum								
4.00	SR	18,320	Admission - Adult		1-Apr-20	4.00	SR	0.00%	0.00	18,320	
2.20	SR	760	Admission - Child (under 16)		1-Apr-20	2.20	SR	0.00%	0.00	760	
2.60	SR	3,200	Students		1-Apr-20	2.60	SR	0.00%	0.00	3,200	
10.30	SR	3,360	Family Ticket - 2 Adults and 2 Children		1-Apr-20	10.30	SR	0.00%	0.00	3,360	
2.20	SR	400	Under 16s Group ticket - min 10 persons (including max 2 adults per group) - price per person		1-Apr-20	2.20	SR	0.00%	0.00	400	

											Annex 1
CHARGES 2020/2021 £	INC. VAT * [1]	ESTIMATED INCOME 2020/2021 £	DETAILS	Statutory/ Discretionary	DATE LAST CHANGED	CHARGES 2021/2022 £	INC. VAT *	% CHANGE	£ CHANGE £	ESTIMATED INCOME 2021/2022 £	
3.30	SR	360	Over 16s/Adults Group ticket - min 10 persons- price per person		1-Apr-20	3.30	SR	0.00%	0.00	360	
<b>34. COUNCIL PUBLICATIONS</b>											
corporate p/c charge	NB		Council agendas & Committee minutes - per page		1-Apr-08	corporate p/c charge	NB				
corporate p/c charge	NB		Committee agenda per single committee per single copy			corporate p/c charge	NB				
corporate p/c charge	NB		Committee agenda per page			corporate p/c charge	NB				
corporate p/c charge	NB		Planning Committee or Cabinet		1-Apr-08	corporate p/c charge	NB				
corporate p/c charge	NB		All other Committees		1-Apr-08	corporate p/c charge	NB				
corporate p/c charge	NB		Photocopy official document, per page (plus administration charge, if applicable) Income included in other departmental charges		1-Apr-07	corporate p/c charge	NB				
5.00	SR	40	Recording of Council Meeting		1-Apr-20	5.00	SR	0.00%	0.00	40	
<b>35. ELECTORAL SERVICES</b>											
25.00	NB		Electoral Index of Streets		1-Apr-04	25.00	NB	0.00%	0.00		
10.00	NB		Marked copy of Register - Basic Charge plus per 1000 entries charge below		1-Apr-08	10.00	NB	0.00%	0.00		
5.00	NB		Marked copy of Register per 1000 entries in addition to basic charge		1-Apr-10	5.00	NB	0.00%	0.00		
10.00	NB	2,140	Register price list (paper copy) Basic Charge plus cost per 1,000 entries charge below			10.00	NB	0.00%	0.00	2,140	
5.00	NB		Register price list (paper copy) per 1,000 entries in addition to basic charge		1-Apr-09	5.00	NB	0.00%	0.00		
20.00	NB		Register price list (data copy) Basic Charge plus cost per 1,000 entries charge below			20.00	NB	0.00%	0.00		
1.50	NB		Register price list (data copy) per 1,000 entries in addition to basic charge			1.50	NB	0.00%	0.00		
FREE			Inspection of marked copy of Register - per register		1-Apr-06	FREE					
<b>36. EXTERNAL PRINTING</b>											
		2,500								2,500	
0.06	SR		A4 single sided black and white photo copy quantity 1 - 99		1-Apr-17	0.06	SR	0.00%	0.00		
0.04	SR		A4 single sided black and white photo copy quantity 100 - 499		1-Apr-17	0.04	SR	0.00%	0.00		
0.03	SR		A4 single sided black and white photo copy quantity 500+		1-Apr-17	0.03	SR	0.00%	0.00		
0.07	SR		A4 single Double sided black and white photo copy quantity 1-99		1-Apr-17	0.07	SR	0.00%	0.00		
0.05	SR		A4 single Double sided black and white photo copy quantity 100-499		1-Apr-17	0.05	SR	0.00%	0.00		
0.04	SR		A4 single Double sided black and white photo copy quantity 500+		1-Apr-17	0.04	SR	0.00%	0.00		
0.10	SR		A3 single sided black and white photo copy quantity 1 - 99		1-Apr-17	0.10	SR	0.00%	0.00		
0.08	SR		A3 single sided black and white photo copy quantity 100 - 499		1-Apr-17	0.08	SR	0.00%	0.00		
0.05	SR		A4 single sided black and white photo copy quantity 500+		1-Apr-17	0.05	SR	0.00%	0.00		
0.11	SR		A3 single Double sided black and white photo copy quantity 1-99		1-Apr-17	0.11	SR	0.00%	0.00		
0.09	SR		A3 single Double sided black and white photo copy quantity 100-499		1-Apr-17	0.09	SR	0.00%	0.00		

											Annex 1
CHARGES 2020/2021 £	INC. VAT * [1]	ESTIMATED INCOME 2020/2021 £	DETAILS	Statutory/ Discretionary	DATE LAST CHANGED	CHARGES 2021/2022 £	INC. VAT *	% CHANGE	£ CHANGE £	ESTIMATED INCOME 2021/2022 £	
0.06	SR		A3 single Double sided black and white photo copy quantity 500+		1-Apr-17	0.06	SR	0.00%	0.00		
0.19	SR		A4 single sided colour photo copy quantity 1 - 99		1-Apr-17	0.19	SR	0.00%	0.00		
0.15	SR		A4 single sided colour photo copy quantity 100 - 499		1-Apr-17	0.15	SR	0.00%	0.00		
0.08	SR		A4 single sided colour photo copy quantity 500+		1-Apr-17	0.08	SR	0.00%	0.00		
0.25	SR		A4 single Double sided colour photo copy quantity 1-99		1-Apr-20	0.25	SR	0.00%	0.00		
0.21	SR		A4 single Double sided colour photo copy quantity 100-499		1-Apr-20	0.21	SR	0.00%	0.00		
0.15	SR		A4 single Double sided colour photo copy quantity 500+		1-Apr-20	0.15	SR	0.00%	0.00		
0.27	SR		A3 single sided colour photo copy quantity 1 - 99		1-Apr-20	0.27	SR	0.00%	0.00		
0.23	SR		A3 single sided colour photo copy quantity 100 - 499		1-Apr-20	0.23	SR	0.00%	0.00		
0.17	SR		A4 single sided colour photo copy quantity 500+		1-Apr-20	0.17	SR	0.00%	0.00		
0.35	SR		A3 single Double sided colour photo copy quantity 1-99		1-Apr-20	0.35	SR	0.00%	0.00		
0.31	SR		A3 single Double sided colour photo copy quantity 100-499		1-Apr-20	0.31	SR	0.00%	0.00		
0.25	SR		A3 single Double sided colour photo copy quantity 500+		1-Apr-20	0.25	SR	0.00%	0.00		
3.05	SR		Business cards per 100 single sided		1-Apr-20	3.05	SR	0.00%	0.00		
5.15	SR		Business cards per 100 double sided		1-Apr-20	5.15	SR	0.00%	0.00		
1.25	SR		Unibinding		1-Apr-17	1.25	SR	0.00%	0.00		
1.00	SR		Wire binding 34 hole		1-Apr-17	1.00	SR	0.00%	0.00		
1.50	SR		Wire binding 21 hole		1-Apr-17	1.50	SR	0.00%	0.00		
60.00	SR		Artwork Adjustments / hour		1-Apr-17	60.00	SR	0.00%	0.00		
0.03	SR		Carbon paper single sided		1-Apr-17	0.03	SR	0.00%	0.00		
0.05	SR		Carbon paper double sided		1-Apr-17	0.05	SR	0.00%	0.00		
0.50	SR		Laminating A4 Sheet		1-Apr-20	0.50	SR	0.00%	0.00		
0.70	SR		Laminating A3 Sheet		1-Apr-17	0.70	SR	0.00%	0.00		
4.00	SR		Laminating A2 Sheet		1-Apr-20	4.00	SR	0.00%	0.00		
<b>37. ESTATES</b>											
10% net rent (12 months)	SR	100,000	Estates agency charge for new lettings 10% of one years headline rental This is for leases only, for licences see below		1-Apr-19	10% net rent (12 months)	SR			100,000	
210.00	SR		Higher of Minimum Charge and		1-Apr-19	210.00	SR	0.00%	0.00		
4% of 12 mth licence fee			% of 12 month licence fee		1-Apr-18	4% of 12 mth licence fee					
330.00	SR		Granting of wayleaves/easements/licences etc. - depending on the complexity of the agreement		1-Apr-19	330.00	SR	0.00%	0.00		
1890.00	SR		Minimum Charge 4% of first years rent up to a maxium of £1890.00		1-Apr-19	1890.00	SR	0.00%	0.00		
600.00	SR		Fees for all disposals, including Auction, Private Treaty, Informal Tender & Asset Transfer Minimum 5% x higher of disposal value or accounting capital value up to maximum of £25,000 per property		1-Apr-19 1-Apr-18	600.00	SR	0.00%	0.00		

											Annex 1
CHARGES 2020/2021 £	INC. VAT * [1]	ESTIMATED INCOME 2020/2021 £	DETAILS		Statutory/ Discretionary	DATE LAST CHANGED	CHARGES 2021/2022 £	INC. VAT *	% CHANGE	£ CHANGE £	ESTIMATED INCOME 2021/2022 £
			Hourly Rates for other services not included above								
185.00	SR		Estate Surveyor			1-Apr-20	185.00	SR	0.00%	0.00	
185.00	SR		Qualified Valuer/Building Surveyor			1-Apr-20	185.00	SR	0.00%	0.00	
			<b>38. LEGAL SERVICES</b>								
		10,000	Provision of Legal Services								10,200
220.00	SR		Commercial Property Matters, per hour			1-Jul-16	260.40	SR	18.36%	0.00	
220.00	SR		Planning Matters - external agreements, per hour			1-Jul-16	260.40	SR	0.00%	0.00	
120.00	SR		Civil Litigation and Prosecutions, per hour			1-Jul-16	260.40	SR	0.00%	0.00	
All Minimum Charges							All Minimum Charges				
1000.00	SR		New Lease			1-Jul-16	1562.40	SR	56.24%	562.40	
700.00	SR		Renewal Lease			1-Jul-16	1,302.00	SR	86.00%	602.00	
600.00	SR		Licence to Assign	del		1-Jul-16		SR			
600.00	SR		Licence for Works	del		1-Jul-16		SR			
600.00	SR		Licence for Underletting	del		1-Jul-16		SR			
700.00	SR		Occupational Licence	del		1-Jul-16		SR			
600.00	SR		Sale	del		1-Jul-16		SR			
700.00	SR		Purchase	del		1-Jul-16		SR			
			Freehold Sale	new			1,041.60	SR			
			Freehold Purchase	new			1,041.60	SR			
			Ancillary Documents*	new			520.80	SR			
			Letter Licence	new			260.40	SR			
			*Ancillary documents comprise Deed of Grant, Licence to Assign, Rent Deposit Deed, Personal Guarantee, Authorised Guarantee Agreement, Licence for Works by Deed, Tenancy at Will, etc.								
			<b>39. KENT INNOVATION CENTRE</b>								
		8,300	Meeting Room Hire								8,300
80.00	SR		Conference Room - Morning Session		Discretionary	1-Apr-18	80.00	SR	0.00%	0.00	
80.00	SR		Conference Room - Afternoon Session		Discretionary	1-Apr-18	80.00	SR	0.00%	0.00	
150.00	SR		Conference Room - All Day Session		Discretionary	1-Apr-18	150.00	SR	0.00%	0.00	
60.00	SR		Boardroom - Morning Session		Discretionary	1-Apr-18	60.00	SR	0.00%	0.00	
60.00	SR		Boardroom - Afternoon Session		Discretionary	1-Apr-18	60.00	SR	0.00%	0.00	
110.00	SR		Boardroom - All Day Session		Discretionary	1-Apr-18	110.00	SR	0.00%	0.00	
40.00	SR		Prince George Room - Morning Session		Discretionary	1-Apr-18	40.00	SR	0.00%	0.00	
40.00	SR		Prince George Room - Morning Session		Discretionary	1-Apr-18	40.00	SR	0.00%	0.00	
70.00	SR		Prince George Room - All Day Session		Discretionary	1-Apr-18	70.00	SR	0.00%	0.00	

[1] SR - Standard Rate 20%  
FR - Fuel Rate 5%

NB - Non Business 0%  
EX - Exempt 0%  
OS - Outside Scope 0%

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### Electrical Safety Standards Table of Financial Penalties (Starting Points)

Culpability	Track Record	Portfolio Size	Risk of Harm			
			Level 1	Level 2	Level 3	Level 4
Very High (100% Premium)	Significant	1	£7,500	£10,000	£12,500	£20,000
		2 to 4	£10,000	£12,500	£15,000	£22,500
		5 to 19	£15,000	£17,500	£20,000	£27,500
		20 +	£17,500	£20,000	£22,500	£30,000
	Some	1	£5,000	£7,500	£10,000	£17,500
		2 to 4	£7,500	£10,000	£12,500	£20,000
		5 to 19	£12,500	£15,000	£17,500	£25,000
		20 +	£15,000	£17,500	£20,000	£27,500
	None or negligible	1	£2,500	£5,000	£7,500	£15,000
		2 to 4	£5,000	£7,500	£10,000	£17,500
		5 to 19	£10,000	£12,500	£15,000	£22,500
		20 +	£12,500	£15,000	£17,500	£25,000
High (80% Premium)	Significant	1	£6,000	£8,000	£10,000	£16,000
		2 to 4	£8,000	£10,000	£12,000	£18,000
		5 to 19	£12,000	£14,000	£16,000	£22,000
		20 +	£14,000	£16,000	£18,000	£24,000
	Some	1	£4,000	£6,000	£8,000	£14,000
		2 to 4	£6,000	£8,000	£10,000	£16,000
		5 to 19	£10,000	£12,000	£14,000	£20,000
		20 +	£12,000	£14,000	£16,000	£22,000
	None or negligible	1	£2,000	£4,000	£6,000	£12,000
		2 to 4	£4,000	£6,000	£8,000	£14,000
		5 to 19	£8,000	£10,000	£12,000	£18,000
		20 +	£10,000	£12,000	£14,000	£20,000
Medium (60% Premium)	Significant	1	£4,500	£6,000	£7,500	£12,000
		2 to 4	£6,000	£7,500	£9,000	£13,500
		5 to 19	£9,000	£10,500	£12,000	£16,500
		20 +	£10,500	£12,000	£13,500	£18,000
	Some	1	£3,000	£4,500	£6,000	£10,500
		2 to 4	£4,500	£6,000	£7,500	£12,000
		5 to 19	£7,500	£9,000	£10,500	£15,000
		20 +	£9,000	£10,500	£12,000	£16,500
	None or negligible	1	£1,500	£3,000	£4,500	£9,000
		2 to 4	£3,000	£4,500	£6,000	£10,500
		5 to 19	£6,000	£7,500	£9,000	£13,500
		20 +	£7,500	£9,000	£10,500	£15,000
Low (40% Premium)	Significant	1	£3,000	£4,000	£5,000	£8,000
		2 to 4	£4,000	£5,000	£6,000	£9,000
		5 to 19	£6,000	£7,000	£8,000	£11,000
		20 +	£7,000	£8,000	£9,000	£12,000
	Some	1	£2,000	£3,000	£4,000	£7,000
		2 to 4	£3,000	£4,000	£5,000	£8,000
		5 to 19	£5,000	£6,000	£7,000	£10,000
		20 +	£6,000	£7,000	£8,000	£11,000
	None or negligible	1	£1,000	£2,000	£3,000	£6,000
		2 to 4	£2,000	£3,000	£4,000	£7,000
		5 to 19	£4,000	£5,000	£6,000	£9,000
		20 +	£5,000	£6,000	£7,000	£10,000



## Mid Year Review 2020-21: Treasury Management and Annual Investment Strategy

<b>Council</b>	10 December 2020
<b>Report Author</b>	Tim Willis, Deputy Chief Executive & Section 151 Officer
<b>Portfolio Holder</b>	Councillor Rob Yates, Cabinet Member for Finance, Administration and Community Wealth Building
<b>Status</b>	For Decision
<b>Classification</b>	Unrestricted
<b>Key Decision</b>	No
<b>Ward</b>	Thanet Wide
<b>Previously Considered by</b>	Cabinet - 19 November 2020 Governance & Audit Committee - 25 November 2020

### Executive Summary:

This report summarises treasury management activity and prudential/ treasury indicators for the first half of 2020-21.

The Chartered Institute of Public Finance and Accountancy (CIPFA) defines treasury management as:

*“The management of the local authority’s borrowing, investments and cash flows, its banking, money market and capital market transactions; the effective control of the risks associated with those activities; and the pursuit of optimum performance consistent with those risks.”*

The regulatory environment places responsibility on members for the review and scrutiny of treasury management policy and activities. This report is, therefore, important in that respect, as it provides details of the 2020-21 mid-year position for treasury activities.

Key reporting items to consider include:

- 2020-21 mid-year capital expenditure on long term assets was £5.4m (2019-20 mid-year: £5.2m), against a full-year budget of £43.8m.
- The council’s gross debt, also called the borrowing position, at 30 September 2020 was £24.7m (30 September 2019: £29.2m).
- The council’s underlying need to borrow to finance its capital expenditure, also called the Capital Financing Requirement (CFR), is estimated to be £58.4m at 31 March 2021 (31 March 2020: £50.0m).

- The council has held less gross debt than its CFR and accordingly has complied with the requirement not to exceed its authorised borrowing limit of £74m.
- As at 30 September 2020 the council's investment balance was £42.3m (30 September 2020: £44.5m).
- It is proposed that the 2020-21 Treasury Management Strategy Statement be amended as described in section 3 of this report.

## **Recommendation(s):**

That council:

- Makes comments on this report and annexes as appropriate.
- Approves this report and annexes, including the prudential and treasury indicators that are shown and the proposed changes to the 2020-21 Treasury Management Strategy Statement.

## **Corporate Implications**

### **Financial and Value for Money**

The financial implications are highlighted in this report.

### **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, this is the Deputy Chief Executive, and this report is helping to carry out that function.

### **Corporate**

Failure to undertake this process will impact on the council's compliance with the Treasury Management Code of Practice.

### **Equalities Act 2010 & Public Sector Equality Duty**

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**

This report relates to the following corporate priorities: -

- Growth
- Environment

- Communities.

## 1 Background

### 1.1 Treasury management

The Chartered Institute of Public Finance and Accountancy (CIPFA) defines treasury management as:

*“The management of the local authority’s borrowing, investments and cash flows, its banking, money market and capital market transactions;*

*the effective control of the risks associated with those activities; and*

*the pursuit of optimum performance consistent with those risks.”*

The council operates a balanced budget, which broadly means cash raised during the year will meet its cash expenditure. Part of the treasury management operations ensure this cash flow is adequately planned, with surplus monies being invested in low risk counterparties, providing adequate liquidity initially before considering optimising investment return.

The second main function of the treasury management service is the funding of the council’s capital plans. These capital plans provide a guide to the borrowing need of the council, essentially the longer term cash flow planning to ensure the council can meet its capital spending operations. This management of longer term cash may involve arranging long or short term loans, or using longer term cash flow surpluses, and on occasion any debt previously drawn may be restructured to meet council risk or cost objectives.

### 1.2 Capital Strategy

In December 2017, the Chartered Institute of Public Finance and Accountancy (CIPFA) issued revised Prudential and Treasury Management Codes. As from 2019-20, all local authorities have been required to prepare a Capital Strategy which is to provide the following: -

- a high-level overview of how capital expenditure, capital financing and treasury management activity contribute to the provision of services;
- an overview of how the associated risk is managed;
- the implications for future financial sustainability.

## 2 Introduction

2.1 This report has been written in accordance with the requirements of the CIPFA Code of Practice on Treasury Management (revised 2017).

2.2 The primary requirements of the Code are as follows:

- a) Creation and maintenance of a Treasury Management Policy Statement which sets out the policies and objectives of the Council's treasury management activities.
- b) Creation and maintenance of Treasury Management Practices which set out the manner in which the Council will seek to achieve those policies and objectives.
- c) Receipt by the full council of an annual Treasury Management Strategy Statement - including the Annual Investment Strategy and Minimum Revenue Provision Policy (for the year ahead), a Mid-year Review Report (this report) and an Annual Report (stewardship reports), covering activities during the previous year.
- d) Delegation by the council of responsibilities for implementing and monitoring treasury management policies and practices and for the execution and administration of treasury management decisions.
- e) Delegation by the council of the role of scrutiny of treasury management strategy and policies to a specific named body. For this council the delegated body is the Governance and Audit Committee.

2.3 This mid-year report has been prepared in compliance with CIPFA's Code of Practice on Treasury Management, and covers the following:

- An economic update for the first half of the 2020-21 financial year;
- A review of the Treasury Management Strategy Statement and Annual Investment Strategy;
- The council's capital expenditure (see also the Capital Strategy) and prudential indicators;
- A review of the council's investment portfolio for 2020-21;
- A review of the council's borrowing strategy for 2020-21;
- A review of any debt rescheduling undertaken during 2020-21;
- A review of compliance with Treasury and Prudential Limits for 2020-21.

### **3 Treasury Management Strategy Statement and Annual Investment Strategy Update**

3.1 The Treasury Management Strategy Statement (TMSS) for 2020-21, which includes the Annual Investment Strategy, Capital Strategy and Non-Treasury Investment Report, was approved by the council on 6 February 2020.

3.2 The 2020-21 TMSS referred to in section 3.1 above requires revision in the light of economic and operational movements during the year. The proposed change is to amend the 2020-21 TMSS so that the council may use investment counterparties with a minimum long term credit rating from at least one of Fitch, Moody's and Standard and Poors (where rated) of A- (or equivalent), where this is currently given as A in the 2020-21 TMSS, that any such investments now be included as specified investments, and that the

# Agenda Item 12

table of 'Time and Monetary Limits Applying to Investments' be updated as shown below:

	Fitch Long Term Rating (or equivalent)*	Money Limit	Time Limit (settlement period)
<b>Level 1 (previously called Higher Quality)</b>	<b>AA-</b>	<b>£6m per institution</b>	<b>370 days</b>
<b>Level 2 (previously called Medium Quality)</b>	<b>A</b>	<b>£5m per institution</b>	<b>370 days</b>
<b>Level 3</b>	<b>A-</b>	<b>£4m per institution</b>	<b>185 days</b>
<b>Part nationalised</b>	<b>N/A</b>	<b>£7m per institution</b>	<b>370 days</b>
<b>Debt Management Account Deposit Facility</b>	<b>UK sovereign rating</b>	<b>unlimited</b>	<b>6 months</b>
<b>Money market funds, enhanced money market funds, bond funds</b>	<b>AAA</b>	<b>£6m per fund</b>	<b>370 days</b>
<b>Local authorities, parish councils, community councils, companies controlled by the council (either alone or with other public sector organisations), housing associations, supranational institutions etc</b>	<b>N/A</b>	<b>£4m per institution</b>	<b>5 years</b>
<b>Multi-asset funds</b>	<b>N/A</b>	<b>£5m per fund</b>	<b>370 days</b>

*\*The institution must have this minimum credit rating from at least one of Fitch, Moody's, and Standard and Poors (where rated).*

- 3.3 The new category is shown as Level 3 in the table in section 3.2 and will help the council to continue to manage its investments effectively, given the actual and potential economic impact of factors such as the coronavirus pandemic and Brexit. It should be noted that A- is an investment grade credit rating, along with A, AA- and AAA shown in this table.

## **4 The Council's Capital Position (Prudential Indicators)**

4.1 This part of the report is structured to update:

- The council's capital expenditure plans;
- How these plans are being financed;
- The impact of the changes in the capital expenditure plans on the prudential indicators and the underlying need to borrow; and

- Compliance with the limits in place for borrowing activity.

## 4.2 Prudential Indicator for Capital Expenditure

This table shows the revised estimates for capital expenditure and the changes since the capital programme was agreed at the Budget.

The revised budget includes net reprofiling of £10.022m General Fund and £8.889m HRA, reflecting unspent budgets from 2019-20 that have been slipped into 2020-21.

Capital Expenditure	2020-21 Original Budget £m	Current Position – Actual spend at 30-09-20 £m	2020-21 Revised Budget £m
General Fund	12.507	2.120	21.389
HRA	13.189	3.259	22.418
<b>Total</b>	<b>25.696</b>	<b>5.379</b>	<b>43.807</b>

**General Fund 2020-21 budget:** As at 30 September 2020 there had not yet been any spend on the following projects with budgets over £0.5m:

- Office Accommodation (£3m),
- Parkway Railway Station (£2m),
- Public Toilet Refurbishment (£0.75m),
- Westbrook Promenade Infrastructure Improvements (£0.75m).

**HRA 2020-21 budget:** As at 30 September 2020, actual spend for council dwelling major works/adaptations and purchase/development schemes was £1.563m (budget £12.064m) and £1.696m (budget £10.354m) respectively.

More detailed monitoring information on the capital programme at scheme level, including forecasts to the end of the financial year, is included in the quarterly Cabinet Budget Monitoring Reports.

## 4.3 Changes to the Financing of the Capital Programme

The table below takes the capital expenditure plans (as detailed in the previous table), and shows the expected financing arrangements of this capital expenditure.

The borrowing element of the table increases the underlying indebtedness of the council by way of the Capital Financing Requirement (CFR), although this will be reduced in part by revenue charges for the repayment of debt (the Minimum Revenue Provision). This direct borrowing need may also be supplemented by maturing debt and other treasury requirements.



Capital Expenditure	2020-21 Original Budget £m Total	Current Position – Actual at 30-09-19 £m	2020-21 Revised Budget £m GF	2020-21 Revised Budget £m HRA	2020-21 Revised Budget £m Total
<b>Total spend</b>	<b>25.696</b>	<b>5.379</b>	<b>21.389</b>	<b>22.418</b>	<b>43.807</b>
Financed by:					
Capital receipts	2.344		6.442	2.223	8.665
Capital grants	6.073		7.708	0.719	8.427
Reserves	8.539		2.665	13.765	16.430
Revenue	0.700		0.104	0.548	0.652
<b>Total financing</b>	<b>17.656</b>		<b>16.919</b>	<b>17.255</b>	<b>34.174</b>
<b>Borrowing need</b>	<b>8.040</b>		<b>4.470</b>	<b>5.163</b>	<b>9.633</b>

The table above shows that the revisions to the 2020-21 capital programmes are largely being financed by capital receipts and reserves, with only a modest increase in borrowing.

#### 4.4 Changes to the Prudential Indicators for the Capital Financing Requirement, External Debt and the Operational Boundary

The council's underlying need to borrow to fund its capital expenditure is termed the Capital Financing Requirement (CFR). The CFR can be thought of as the outstanding debt that still needs to be repaid in relation to the capital assets (buildings, vehicles etc) that the council has purchased or invested in. It can also be helpful to compare it to the outstanding balance that is still payable on a loan or a mortgage, in this case we are considering how much of the council's debt still needs to be paid for.

It also shows the Operational Boundary, which is the limit beyond which external debt is not normally expected to exceed.

##### **Prudential Indicator – Capital Financing Requirement**

We are on target to achieve the forecast Capital Financing Requirement.

##### **Prudential Indicator – the Operational Boundary for external debt**

	2020-21 Original Estimate £m	Current Position – Actual at 30-09-20 £m	2020-21 Revised Estimate £m
<b>Prudential Indicator – Capital Financing Requirement</b>			
CFR –General Fund	31.676		29.076
CFR – housing	29.234		29.362
Total CFR	60.910		58.438
<b>Net movement in CFR</b>	<b>10.874</b>		<b>8.402</b>
	2020-21 Original Indicator £m	Current Position – Actual at 30-09-20 £m	2020-21 Revised Indicator £m
<b>Prudential Indicator - the Operational Boundary for External Debt</b>			
Borrowing	69.000	24.709	69.000
Other long term liabilities*	30.000	2.608	30.000
<b>Total debt</b>	<b>99.000</b>	<b>27.317</b>	<b>99.000</b>

\* Any 'on balance sheet' PFI schemes and finance leases etc (including the leisure centre deferred credit). Both the Operational Boundary and Authorised Limit Indicators include an estimate for the recognition of leases under International Financial Reporting Standard 16 (IFRS 16). The impact of IFRS 16 has not been reflected in the Actual or elsewhere in this report, CIPFA having now deferred the implementation date to 1 April 2021.

#### 4.5 Limits to Borrowing Activity

The first key control over the treasury activity is a prudential indicator to ensure that over the medium term, borrowing will only be for a capital purpose. Gross external borrowing should not, except in the short term, exceed the total of CFR in the preceding year plus the estimates of any additional CFR for 2020-21 and next two financial years. This allows some flexibility for limited early borrowing for future years. The council has approved a policy for borrowing in advance of need which will be adhered to if this proves prudent.

	2020-21 Original Estimate £m	Current Position – Actual at 30-09-20 £m	2020-21 Revised Estimate £m
Gross borrowing	45.848	24.709	41.025
Plus other long term liabilities*	1.121	2.608	2.438
<b>Total gross borrowing</b>	<b>46.969</b>	<b>27.317</b>	<b>43.463</b>
CFR (year end position)	60.910		58.438

The Section 151 Officer reports that no difficulties are envisaged for the current or future years in complying with this prudential indicator.

A further prudential indicator controls the overall level of borrowing. This is the Authorised Limit which represents the limit beyond which borrowing is prohibited, and needs to be set and revised by Members. It reflects the level of borrowing which, while not desired, could be afforded in the short term, but is not sustainable in the longer term. It is the expected maximum borrowing need with some headroom for unexpected movements. This is the statutory limit determined under section 3 (1) of the Local Government Act 2003.

Authorised limit for external debt	2020-21 Original Indicator £m	Current Position – Actual at 30-09-20 £m	2020-21 Revised Indicator £m
Borrowing	74.000	24.709	74.000
Other long term liabilities*	35.000	2.608	35.000
<b>Total</b>	<b>109.000</b>	<b>27.317</b>	<b>109.000</b>

*\* Any 'on balance sheet' PFI schemes and finance leases etc (including the leisure centre deferred credit). Both the Operational Boundary and Authorised Limit Indicators include an estimate for the recognition of leases under International Financial Reporting Standard 16 (IFRS 16). The impact of IFRS 16 has not been reflected in the Actual or elsewhere in this report, CIPFA having now deferred the implementation date to 1 April 2021.*

## 5 Annual Investment Strategy 2020-21

5.1 The Treasury Management Strategy Statement (TMSS) for 2020-21, which includes the Annual Investment Strategy, was approved by council on 6 February 2020. In accordance with the CIPFA Treasury Management Code of Practice, it sets out the council's investment priorities as being:

- Security of capital
- Liquidity
- Yield

5.2 The council will aim to achieve the optimum return (yield) on its investments commensurate with proper levels of security and liquidity and with the council's risk appetite. In the current economic climate it is considered appropriate to keep investments short term to cover cash flow needs, but also to seek out value available in periods up to 12 months with high credit rated financial institutions.

5.3 As shown by the interest rate forecasts in annex 1, it is now impossible to earn the level of interest rates commonly seen in previous decades as all investment rates are barely above zero now that Bank Rate is at 0.10%, while some entities (including more recently the Debt Management Account Deposit Facility (DMADF)) are offering negative rates of return in some shorter time periods. Given this risk environment and that increases in Bank

Rate are not forecast to occur before the end of the current forecast horizon of 31<sup>st</sup> March 2023, investment returns are expected to remain low.

## 5.4 **Negative investment rates**

While the Bank of England has said that it is unlikely to introduce a negative Bank Rate, at least in the next 6 -12 months from the end-date of this report (30 September 2020), some deposit accounts are already offering negative rates for shorter periods. As part of the response to the pandemic and lockdown, the Bank and the Government have provided financial markets and businesses with plentiful access to credit, either directly or through commercial banks. In addition, the Government has provided large sums of grants to local authorities to help deal with the Covid crisis; this has caused some local authorities to have sudden large increases in investment balances searching for an investment home, some of which was only very short term until those sums were able to be passed on.

5.5 As for money market funds (MMFs), yields have continued to drift lower. Some managers have suggested that they might resort to trimming fee levels to ensure that net yields for investors remain in positive territory where possible and practical. Investor cash flow uncertainty, and the need to maintain liquidity in these unprecedented times, has meant there is a glut of money at the very short end of the market. This has seen a number of market operators, now including the DMADF, offer nil or negative rates for very short term maturities. This is not universal, and MMFs are still offering a marginally positive return, as are a number of financial institutions.

5.6 Inter-local authority lending and borrowing rates have also declined due to the surge in the levels of cash seeking a short-term home at a time when many local authorities are probably having difficulties over accurately forecasting when disbursements of funds received will occur or when further large receipts will be received from the Government.

## 5.7 **Creditworthiness**

Although the credit rating agencies changed their outlook on many UK banks from stable to negative outlook during the quarter ended 30<sup>th</sup> June 2020 due to upcoming risks to banks' earnings and asset quality during the economic downturn caused by the pandemic, the majority of ratings were affirmed due to the continuing strong credit profiles of UK banks. However, during Q1 and Q2 2020, banks made provisions for expected credit losses and the rating changes reflected these provisions. As we move into the quarters ahead, more information will emerge on actual levels of credit losses. (Quarterly performance is normally announced in the second half of the month following the end of the quarter.) This has the potential to cause rating agencies to revisit their initial rating adjustments earlier in the current year. These adjustments could be negative or positive, although it should also be borne in mind that UK banks went into this pandemic with strong balance sheets. Indeed, the Financial Policy Committee (FPC) report on 6<sup>th</sup> August revised down their expected credit losses for the banking sector to "somewhat less than £80bn". They stated that in their assessment, "banks have buffers of capital more than sufficient to absorb the losses that are likely to arise under the MPC's central projection". The FPC stated that for real stress in the

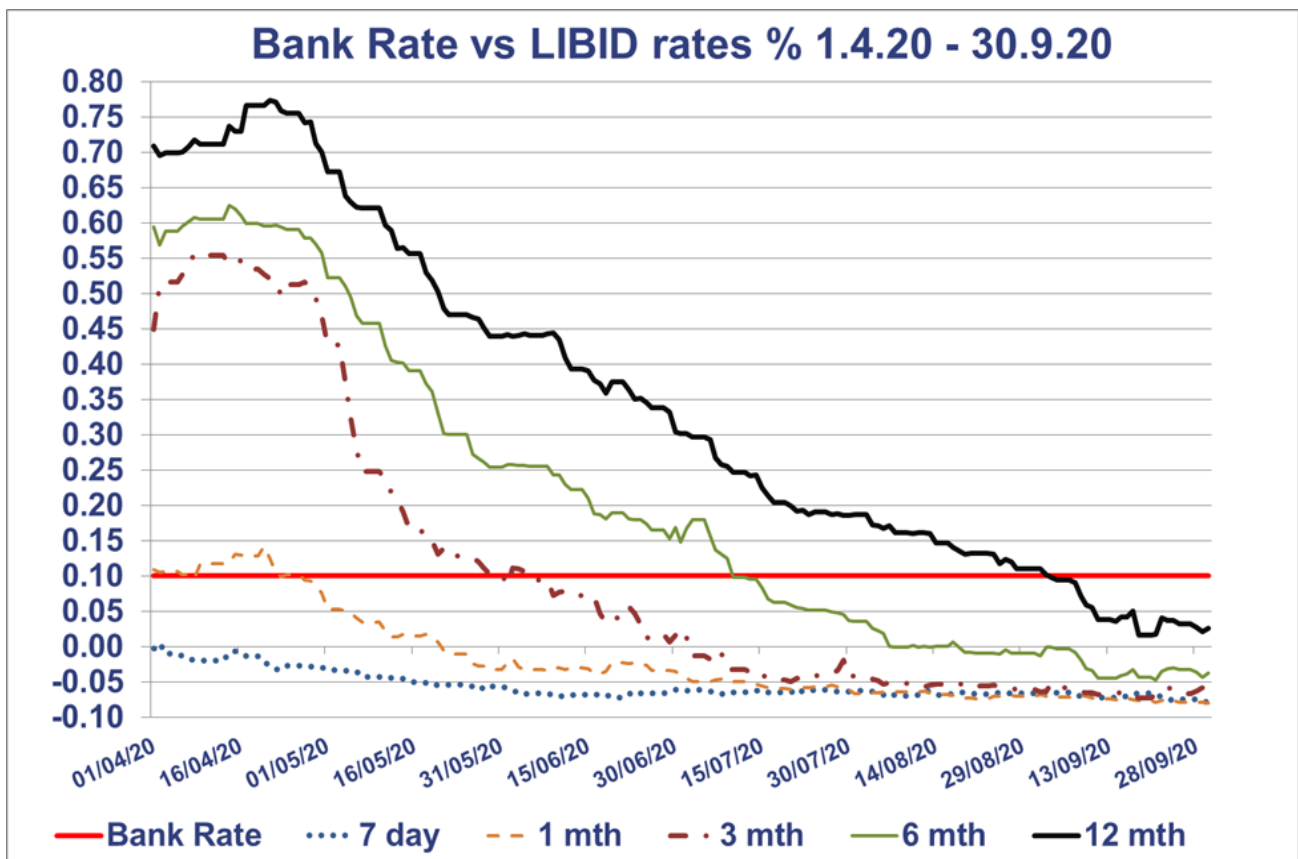
sector, the economic output would need to be twice as bad as the MPC's projection, with unemployment rising to above 15%.

5.8 All three rating agencies have reviewed banks around the world with similar results in many countries of most banks being placed on negative watch, but with a small number of actual downgrades.

5.9 **Credit Default Swap (CDS) prices**

Although CDS prices (these are market indicators of credit risk) for UK banks spiked upwards at the end of March / early April due to the liquidity crisis throughout financial markets, CDS prices have returned to more average levels since then, although they are still elevated compared to end-February. Pricing is likely to remain volatile as uncertainty continues. However, sentiment can easily shift, so it remains important to undertake continual monitoring of all aspects of risk and return in the current circumstances.

5.10 **Investment rates, half year ended 30th September 2020**



	Bank Rate	7 day	1 mth	3 mth	6 mth	12 mth
High	0.10	0.00	0.14	0.56	0.62	0.77
High Date	01/04/2020	02/04/2020	20/04/2020	08/04/2020	14/04/2020	21/04/2020
Low	0.10	-0.07	-0.07	-0.06	-0.01	0.11
Low Date	01/04/2020	19/06/2020	21/08/2020	28/08/2020	25/08/2020	28/08/2020
Average	0.10	-0.05	-0.01	0.14	0.25	0.41
Spread	0.00	0.08	0.22	0.62	0.63	0.66

- 5.11 The council held £42.347m of investments as at 30 September 2020 (£33.904m at 31 March 2020) and the investment portfolio yield for the first six months of the year is 0.34% against a benchmark (average 7-day LIBID rate) of negative 0.05%. The constituent investments are:

Sector	Country	Up to 365 days £m	366 days – 370 days £m	Total £m
Banks	UK	14.123	0.000	14.123
Money Market Funds	UK	28.224	0.000	28.224
<b>Total</b>		<b>42.347</b>	<b>0.600</b>	<b>42.347</b>

- 5.12 The Section 151 Officer confirms that the approved limits within the Annual Investment Strategy were not breached during the first six months of 2020-21 for investment balances.
- 5.13 As reported in the 2019-20 Annual Treasury Management Review, from 1 April 2020 to 15 April 2020 inclusive, the council maintained balances with its own banker which exceeded the £7m investment limit stipulated in the council's investment policy; the highest daily deposit account balance being £26.764m. However, these balances were for operational/transactional purposes (to help deal with the coronavirus pandemic) rather than for investment. The council received an exceptional amount of coronavirus related grant funding (£40m) from the Government on 1 April 2020 and (given the very short notice) was unable to fully absorb this within its various money market funds (MMFs), given MMF facility limits and MMFs available at that time.
- 5.14 The council's budgeted investment return for 2020-21 is £0.330m (£0.165m half-year) and performance for the first half of the financial year is below budget at £0.086m. This reflects the reductions in Bank Rate (from 0.75% to 0.25% on 11 March 2020 and to 0.10% on 19 March 2020) and the use of internal borrowing (see section 6.1). The revised estimate for 2020-21 is £0.103m.

## 5.15 Investment Risk Benchmarking

Investment risk benchmarks were set in the 2020-21 Treasury Management Strategy Statement (TMSS) for security, liquidity and yield. The mid-year position against these benchmarks is given below.

### 5.15.1 Security

The council's maximum security risk benchmark for the current portfolio, when compared to historic default tables, is:

- 0.05% historic risk of default when compared to the whole portfolio (excluding unrated investments).

The security benchmark for each individual year is (excluding unrated investments):

	1 year	2 years	3 years	4 years	5 years
<b>Maximum</b>	<b>0.05%</b>	<b>0.05%</b>	<b>0.05%</b>	<b>0.05%</b>	<b>0.05%</b>

Note: This benchmark is an average risk of default measure, and would not constitute an expectation of loss against a particular investment.

The Section 151 Officer can report that the investment portfolio was maintained within this overall benchmark for the first half of this financial year.

### 5.15.2 Liquidity

In respect of this area the council seeks to maintain:

- Liquid short term deposits of at least £10m available with a week's notice.
- Weighted Average Life benchmark is expected to be 0.5 years, with a maximum of 1.0 year.

The Section 151 Officer can report that liquidity arrangements were adequate for the first half of this financial year.

This authority does not currently place investments for more than 370 days due to the credit, security and counterparty risks of placing such investments.

### 5.15.3 Yield

Local measures of yield benchmarks are:

- Investments – Internal returns above the 7 day LIBID rate

The Section 151 Officer can report that the yield on deposits for the first half of the financial year is 0.34% against a benchmark (average 7-day LIBID rate) of negative 0.05%

## 5.16 Investment Counterparty criteria

It is proposed to amend the current investment counterparty criteria selection approved in the TMSS as described in section 3 above.

## 6 Borrowing

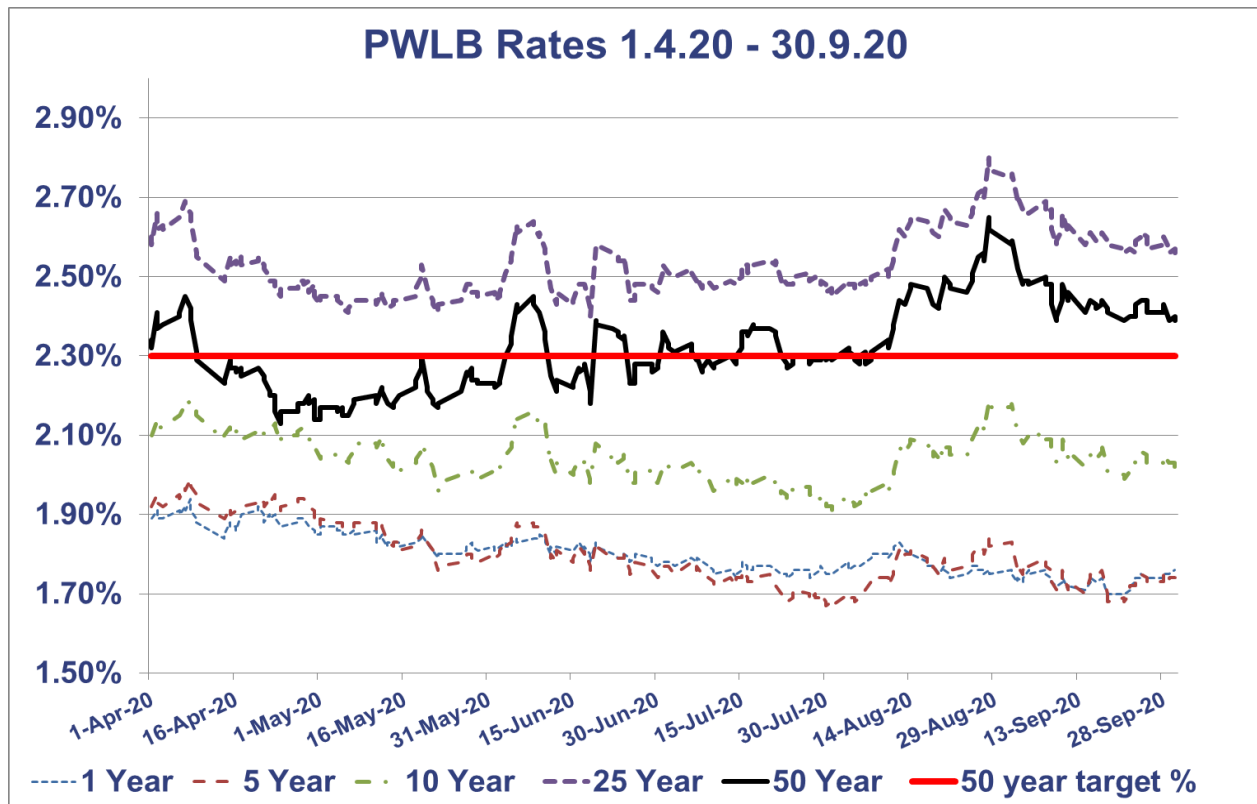
- 6.1 The council's capital financing requirement (CFR) revised estimate for 2020-21 is £58.438m. The CFR denotes the council's underlying need to borrow for capital purposes. If the CFR is positive the council may borrow from the PWLB or the market (external borrowing) or from internal balances on a temporary basis (internal borrowing). The balance of external and internal borrowing is generally driven by market conditions. The council has borrowings of £24.709m (table 4.5) and has utilised an estimated £33.729m of cash flow funds in lieu of borrowing. This is a prudent and cost effective approach in the current economic climate but will require ongoing monitoring in the event that upside risk to gilt yields prevails.
- 6.2 No new external borrowing was undertaken from the PWLB during the first half of this financial year.
- 6.3 The council repaid £0.315m of maturing debt during the first half of this financial year using investment balances, as below:

Lender	Principal £'000	Interest Rate	Repayment Date
Salix	4	0.00%	01-04-20
PWLB	43	3.08%	23-04-20
PWLB	50	2.48%	27-05-20
PWLB	146	1.97%	27-05-20
PWLB	72	1.28%	20-06-20
<b>Total</b>	<b>315</b>		

- 6.4 Borrowing may be undertaken during the second half of this financial year and options will be reviewed in due course in line with market conditions.
- 6.5 The graph and table below show the movement in PWLB borrowing rates for the first six months of the year to 30 September 2020.



6.6 PWLB borrowing rates, half year ended 30th September 2020



	1 Year	5 Year	10 Year	25 Year	50 Year
Low	1.70%	1.67%	1.91%	2.40%	2.13%
Date	18/09/2020	30/07/2020	31/07/2020	18/06/2020	24/04/2020
High	1.94%	1.99%	2.19%	2.80%	2.65%
Date	08/04/2020	08/04/2020	08/04/2020	28/08/2020	28/08/2020
Average	1.80%	1.80%	2.04%	2.54%	2.33%

6.7 PWLB rates varied within a relatively narrow range between April and July but the longer end of the curve rose during August. This increase came in two periods; the first in the second week of the month was on the back of hopes for fresh US stimulus. This saw investors switch monies out of government bonds and into equities. The second shift higher at the longer end of the curve came in the latter stages of the month as investors reacted to the announcement of the tweak to the Federal Reserve’s (Fed) inflation target. Despite moves further out in the yield curve, the short end remained anchored on the basis of no fundamental change to the interest rate outlook.

- 6.8 Link's 50-year PWLB target rate for new long-term borrowing was unchanged at 2.30%.
- 6.9 Debt rescheduling opportunities have been very limited in the current economic climate given the consequent structure of interest rates, and following the various increases in the margin added to gilt yields which has impacted PWLB new borrowing rates since October 2010. No debt rescheduling has therefore been undertaken to date in the current financial year. The council is currently under-borrowed to address investment counterparty risk and the differential between borrowing and investment interest rates. This position is carefully monitored.
- 6.10 The council's budgeted debt interest payable for 2020-21 is £1.577m (£0.788m half-year) and performance for the first half of the financial year is below budget at £0.477m, reflecting the use of internal borrowing (see section 6.1). The revised estimate for 2020-21 is £1.062m.

## 7 Treasury Management Indicators

### 7.1 Ratio of financing costs to net revenue stream

This indicator identifies the trend in the cost of capital (borrowing and other long term obligation costs net of investment income) against the net revenue stream.

%	2020-21 Original Indicator	2020-21 Revised Indicator
GF	13.2%	9.2%
HRA	6.3%	5.0%

### 7.2 Maturity Structures of Borrowing

These gross limits are set to reduce the council's exposure to large fixed rate sums falling due for refinancing.

	2020-21 Original Upper Limit	Current Position – Actual at 30-09-20	2020-21 Revised Upper Limit
<b>Maturity structure of fixed rate borrowing</b>			
Under 12 months	50%	36%	50%
1 year to under 2 years	50%	1%	50%
2 years to under 5 years	50%	12%	50%
5 years to under 10 years	50%	9%	50%
10 years to under 20 years	50%	30%	50%
20 years to under 30 years	50%	8%	50%
30 years to under 40 years	50%	0%	50%
40 years to under 50 years	50%	4%	50%
50 years and above	50%	0%	50%

The current position shows the actual percentage of fixed rate debt the authority has within each maturity span. None of the upper limits have been breached.

## **8 Options**

8.1 The recommended option (to ensure regulatory compliance as set out in section 1 of this report) is that council:

- Makes comments on this report and annexes as appropriate.
- Approves this report and annexes (including the prudential and treasury indicators that are shown and the proposed changes to the 2020-21 Treasury Management Strategy Statement).

8.2 Alternatively, council may decide not to do this and advise the reason(s) why.

## **9 Disclaimer**

9.1 This report (including annexes) is a technical document focussing on public sector investments and borrowings and, as such, readers should not use the information contained within the report to inform personal investment or borrowing decisions. Neither Thanet District Council nor any of its officers or employees makes any representation or warranty, express or implied, as to the accuracy or completeness of the information contained herein (such information being subject to change without notice) and shall not be in any way responsible or liable for the contents hereof and no reliance should be placed on the accuracy, fairness or completeness of the information contained in this document. Any opinions, forecasts or estimates herein constitute a judgement and there can be no assurance that they will be consistent with future results or events. No person accepts any liability whatsoever for any loss howsoever arising from any use of this document or its contents or otherwise in connection therewith.

Contact Officer: Tim Willis, Deputy Chief Executive & Section 151 Officer  
Reporting to: Madeline Homer, Chief Executive

### **Annex List**

Annex 1: Economic Update, Interest Rate Forecast and Debt Maturity  
Annex 2: Guidance on the Treasury Management Strategy Statement and Annual Investment Strategy – Mid Year Review Report 2020-21

### **Corporate Consultation Undertaken**

Finance: Chris Blundell, Director of Finance and Deputy Section 151 Officer  
Legal: Tim Howes, Director of Corporate Governance & Monitoring Officer

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**ANNEX 1 – ECONOMIC UPDATE, INTEREST RATE FORECAST AND DEBT MATURITY**

**1.0 Link's Economic Update (issued by Link on 7 October 2020)**

1.1 As expected, the Bank of England's Monetary Policy Committee (MPC) kept Bank Rate unchanged on 6<sup>th</sup> August. It also kept unchanged the level of quantitative easing (QE) at £745bn. Its forecasts were optimistic in terms of three areas:

- The fall in Gross Domestic product (GDP) in the first half of 2020 was revised from 28% to 23% (subsequently revised to -21.8%). This is still one of the largest falls in output of any developed nation. However, it is only to be expected as the UK economy is heavily skewed towards consumer-facing services – an area which was particularly vulnerable to being damaged by lockdown.
- The peak in the unemployment rate was revised down from 9% in Q2 to 7½% by Q4 2020.
- It forecast that there would be excess demand in the economy by Q3 2022 causing Consumer Price Index (CPI) inflation to rise above the 2% target in Q3 2022 (based on market interest rate expectations for a further loosening in policy). Nevertheless, even if the Bank were to leave policy unchanged, inflation was still projected to be above 2% in 2023.

1.2 It also squashed any idea of using negative interest rates, at least in the next six months or so. It suggested that while negative rates can work in some circumstances, it would be “less effective as a tool to stimulate the economy” at this time when banks are worried about future loan losses. It also has “other instruments available”, including QE and the use of forward guidance.

1.3 The MPC expected the £300bn of QE purchases announced between its March and June meetings to continue until the “turn of the year”. This implies that the pace of purchases will slow further to about £4bn a week, down from £14bn a week at the height of the crisis and £7bn more recently.

1.4 In conclusion, this would indicate that the Bank could now just sit on its hands as the economy was recovering better than expected. However, the MPC acknowledged that the “medium-term projections were a less informative guide than usual” and the minutes had multiple references to downside risks, which were judged to persist both in the short and medium term. One has only to look at the way in which second waves of the virus are now impacting many countries including Britain, to see the dangers. However, rather than a national lockdown, as in March, any spikes in virus infections are now likely to be dealt with by localised measures and this should limit the amount of economic damage caused. In addition, Brexit uncertainties ahead of the year-end deadline are likely to be a drag on recovery. The wind down of the initial generous furlough scheme through to the end of October is another development that could cause the Bank to review the need for more support for the economy later in the year. Admittedly, the Chancellor announced in late September a second six month package from 1<sup>st</sup> November of government support for jobs whereby it will pay up to 22% of the costs of retaining an employee working a minimum of one third of

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their normal hours. There was further help for the self-employed, freelancers and the hospitality industry. However, this is a much less generous scheme than the furlough package and will inevitably mean there will be further job losses from the 11% of the workforce still on furlough in mid September.

- 1.5 Overall, the pace of recovery is not expected to be in the form of a rapid V shape, but a more elongated and prolonged one after a sharp recovery in June through to August which left the economy 11.7% smaller than in February. The last three months of 2020 are now likely to show no growth as consumers will probably remain cautious in spending and uncertainty over the outcome of the UK/EU trade negotiations concluding at the end of the year will also be a headwind. If the Bank felt it did need to provide further support to recovery, then it is likely that the tool of choice would be more QE.
- 1.6 There will be some painful longer term adjustments as e.g. office space and travel by planes, trains and buses may not recover to their previous level of use for several years, or possibly ever. There is also likely to be a reversal of globalisation as this crisis has shown up how vulnerable long-distance supply chains are. On the other hand, digital services is one area that has already seen huge growth.
- 1.7 One key addition to the Bank's forward guidance was a new phrase in the policy statement, namely that "it does not intend to tighten monetary policy until there is clear evidence that significant progress is being made in eliminating spare capacity and achieving the 2% target sustainably". That seems designed to say, in effect, that even if inflation rises to 2% in a couple of years' time, do not expect any action from the MPC to raise Bank Rate – until they can clearly see that level of inflation is going to be persistently above target if it takes no action to raise Bank Rate.
- 1.8 The Financial Policy Committee (FPC) report on 6<sup>th</sup> August revised down their expected credit losses for the banking sector to "somewhat less than £80bn". It stated that in its assessment "banks have buffers of capital more than sufficient to absorb the losses that are likely to arise under the MPC's central projection". The FPC stated that for real stress in the sector, the economic output would need to be twice as bad as the MPC's projection, with unemployment rising to above 15%.
- 1.9 **US.** The incoming sets of data during the first week of August were almost universally stronger than expected. With the number of new daily coronavirus infections beginning to abate, recovery from its contraction this year of 10.2% should continue over the coming months and employment growth should also pick up again. However, growth will be dampened by continuing outbreaks of the virus in some states leading to fresh localised restrictions. At its end of August meeting, the Federal Reserve (Fed) tweaked its inflation target from 2% to maintaining an average of 2% over an unspecified time period i.e. following periods when inflation has been running persistently below 2%, appropriate monetary policy will likely aim to achieve inflation moderately above 2% for some time. This change is aimed to provide more stimulus for economic growth and higher levels of employment and to avoid the danger of getting caught in a deflationary "trap" like Japan. It is to be noted that inflation has actually been under-shooting the 2% target significantly for most of the last decade so financial markets took note that higher levels of inflation are likely to be in the pipeline; long term bond yields duly rose after the meeting. The Fed also called on Congress to end its political disagreement over providing more support for the

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unemployed as there is a limit to what monetary policy can do compared to more directed central government fiscal policy. The Federal Open Market Committee's (FOMC) updated economic and rate projections in mid-September showed that officials expect to leave the Fed funds rate at near-zero until at least end-2023 and probably for another year or two beyond that. There is now some expectation that where the Fed has led in changing its inflation target, other major central banks will follow. The increase in tension over the last year between the US and China is likely to lead to a lack of momentum in progressing the initial positive moves to agree a phase one trade deal.

- 1.10 **EU.** The economy was recovering well towards the end of Q2 after a sharp drop in GDP (e.g. France 18.9%, Italy 17.6%). However, the second wave of the virus affecting some countries could cause a significant slowdown in the pace of recovery, especially in countries more dependent on tourism. The fiscal support package, eventually agreed by the EU after prolonged disagreement between various countries, is unlikely to provide significant support and quickly enough to make an appreciable difference in weaker countries. The European Central Bank (ECB) has been struggling to get inflation up to its 2% target and it is therefore expected that it will have to provide more monetary policy support through more QE purchases of bonds in the absence of sufficient fiscal support.
- 1.11 **China.** After a concerted effort to get on top of the virus outbreak in Q1, economic recovery was strong in Q2 and has enabled it to recover all of the contraction in Q1. However, this was achieved by major central government funding of yet more infrastructure spending. After years of growth having been focused on this same area, any further spending in this area is likely to lead to increasingly weaker economic returns. This could, therefore, lead to a further misallocation of resources which will weigh on growth in future years.
- 1.12 **Japan.** There are some concerns that a second wave of the virus is gaining momentum and could dampen economic recovery from its contraction of 8.5% in GDP. It has been struggling to get out of a deflation trap for many years and to stimulate consistent significant GDP growth and to get inflation up to its target of 2%, despite huge monetary and fiscal stimulus. It is also making little progress on fundamental reform of the economy. The resignation of Prime Minister Abe is not expected to result in any significant change in economic policy.
- 1.13 **World growth.** Latin America and India are currently hotspots for virus infections. World growth will be in recession this year. Inflation is unlikely to be a problem for some years due to the creation of excess production capacity and depressed demand caused by the coronavirus crisis.

# Agenda Item 12

## Annex 1

### 2.0 Link's Interest rate forecast (issued by Link on 7 October 2020)

2.1 The council's treasury advisor, Link Group, provided the following forecasts on 11<sup>th</sup> August 2020 (PWLB rates are certainty rates, gilt yields plus 180bps):

Link Group Interest Rate View 11.8.20										
	Dec-20	Mar-21	Jun-21	Sep-21	Dec-21	Mar-22	Jun-22	Sep-22	Dec-22	Mar-23
Bank Rate View	0.10	0.10	0.10	0.10	0.10	0.10	0.10	0.10	0.10	0.10
3 month average earnings	0.05	0.05	0.05	0.05	0.05	-	-	-	-	-
6 month average earnings	0.10	0.10	0.10	0.10	0.10	-	-	-	-	-
12 month average earnings	0.15	0.15	0.15	0.15	0.15	-	-	-	-	-
5yr PWLB Rate	1.90	2.00	2.00	2.00	2.00	2.00	2.10	2.10	2.10	2.10
10yr PWLB Rate	2.10	2.10	2.10	2.10	2.20	2.20	2.20	2.30	2.30	2.30
25yr PWLB Rate	2.50	2.50	2.50	2.60	2.60	2.60	2.70	2.70	2.70	2.70
50yr PWLB Rate	2.30	2.30	2.30	2.40	2.40	2.40	2.50	2.50	2.50	2.50

2.2 The coronavirus outbreak has done huge economic damage to the UK and economies around the world. After the Bank of England took emergency action in March to cut Bank Rate to first 0.25%, and then to 0.10%, it left Bank Rate unchanged at its meeting on 6<sup>th</sup> August (and the subsequent September meeting), although some forecasters had suggested that a cut into negative territory could happen. However, the Governor of the Bank of England has made it clear that he currently thinks that such a move would do more damage than good and that more QE is the favoured tool if further action becomes necessary. As shown in the forecast table above, no increase in Bank Rate is expected within the forecast horizon ending on 31<sup>st</sup> March 2023 as economic recovery is expected to be only gradual and, therefore, prolonged.

2.3 **GILT YIELDS / PWLB RATES.** There was much speculation during the second half of 2019 that bond markets were in a bubble which was driving bond prices up and yields down to historically very low levels. The context for that was heightened expectations that the US could have been heading for a recession in 2020. In addition, there were growing expectations of a downturn in world economic growth, especially due to fears around the impact of the trade war between the US and China, together with inflation generally at low levels in most countries and expected to remain subdued. Combined, these conditions were conducive to very low bond yields. While inflation targeting by the major central banks has been successful over the last 30 years in lowering inflation expectations, the real equilibrium rate for central rates has fallen considerably due to the high level of borrowing by consumers. This means that central banks do not need to raise rates as much now to have a major impact on consumer spending, inflation, etc. The consequence of this has been the gradual lowering of the overall level of interest rates and bond yields in financial markets over the last 30 years. Over the year prior to the coronavirus crisis, this has seen many bond yields up to 10 years turn negative in the Eurozone. In addition, there has, at times, been an inversion of bond yields in the US whereby 10 year



# Agenda Item 12

## Annex 1

yields have fallen below shorter term yields. In the past, this has been a precursor of a recession. The other side of this coin is that bond prices are elevated as investors would be expected to be moving out of riskier assets i.e. shares, in anticipation of a downturn in corporate earnings and so selling out of equities.

- 2.4 Gilt yields had therefore already been on a generally falling trend up until the coronavirus crisis hit western economies during March. After gilt yields spiked up during the initial phases of the health crisis in March, we have seen these yields fall sharply to unprecedented lows as major western central banks took rapid action to deal with excessive stress in financial markets, and started massive QE purchases of government bonds: this also acted to put downward pressure on government bond yields at a time when there has been a huge and quick expansion of government expenditure financed by issuing government bonds. Such unprecedented levels of issuance in “normal” times would have caused bond yields to rise sharply. At the close of the day on 30<sup>th</sup> September, all gilt yields from 1 to 6 years were in negative territory, while even 25-year yields were at only 0.76% and 50 year at 0.60%.
- 2.5 From the local authority borrowing perspective, HM Treasury imposed two changes of margins over gilt yields for PWLB rates in 2019-20 without any prior warning. The first took place on 9<sup>th</sup> October 2019, adding an additional 1% margin over gilts to all PWLB period rates. That increase was then at least partially reversed for some forms of borrowing on 11<sup>th</sup> March 2020, but not for mainstream General Fund capital schemes, at the same time as the Government announced in the Budget a programme of increased infrastructure expenditure. It also announced that there would be a consultation with local authorities on possibly further amending these margins; this was to end on 4<sup>th</sup> June, but that date was subsequently put back to 31<sup>st</sup> July. It is clear HM Treasury will no longer allow local authorities to borrow money from the PWLB to purchase commercial property if the aim is solely to generate an income stream (assets for yield).
- 2.6 Following the changes on 11<sup>th</sup> March 2020 in margins over gilt yields, the current situation is as follows: -
- **PWLB Standard Rate** is gilt plus 200 basis points (G+200bps)
  - **PWLB Certainty Rate** is gilt plus 180 basis points (G+180bps)
  - **PWLB HRA Standard Rate** is gilt plus 100 basis points (G+100bps)
  - **PWLB HRA Certainty Rate** is gilt plus 80bps (G+80bps)
  - **Local Infrastructure Rate** is gilt plus 60bps (G+60bps)
- 2.7 It is possible that the non-HRA Certainty Rate will be subject to revision downwards after the conclusion of the PWLB consultation; however, the timing of such a change is currently unknown, although it would be likely to be within the current financial year.
- 2.8 As the interest forecast table for PWLB certainty rates (gilts plus 180bps) above shows, there is likely to be little upward movement in PWLB rates over the next two years as it will take economies, including the UK, a prolonged period to recover all the momentum they have lost in the sharp recession caused during the coronavirus shut down period. Inflation is also likely to be very low during this period and could even turn negative in some major western economies during 2020/21.

### 2.9 The balance of risks to the UK

- The overall balance of risks to economic growth in the UK is probably relatively even, but is subject to major uncertainty due to the virus.
- There is relatively little UK domestic risk of increases or decreases in Bank Rate and significant changes in shorter term PWLB rates. The Bank of England has effectively ruled out the use of negative interest rates in the near term and increases in Bank Rate are likely to be some years away given the underlying economic expectations. However, it is always possible that safe haven flows, due to unexpected domestic developments and those in other major economies, could impact gilt yields (and so PWLB rates) in the UK.

### 2.10 Downside risks to current forecasts for UK gilt yields and PWLB rates currently include:

- **UK** - second nationwide wave of virus infections requiring a national lockdown.
- **UK / EU trade negotiations** – if it were to cause significant economic disruption and a fresh major downturn in the rate of growth.
- **UK - Bank of England** takes action too quickly, or too far, over the next three years to raise Bank Rate and causes UK economic growth, and increases in inflation, to be weaker than we currently anticipate.
- A resurgence of the **Eurozone sovereign debt crisis**. The ECB has taken monetary policy action to support the bonds of EU states, with the positive impact most likely for “weaker” countries. In addition, the EU recently agreed a €750bn fiscal support package. These actions will help shield weaker economic regions for the next year or so. However, in the case of Italy, the cost of the virus crisis has added to its already huge debt mountain and its slow economic growth will leave it vulnerable to markets returning to taking the view that its level of debt is unsupportable. There remains a sharp divide between northern EU countries favouring low debt to GDP and annual balanced budgets and southern countries who want to see jointly issued Eurobonds to finance economic recovery. This divide could undermine the unity of the EU in time to come.
- Weak capitalisation of some **European banks**, which could be undermined further depending on extent of credit losses resultant of the pandemic.
- **German minority government & general election in 2021**. In the German general election of September 2017, Angela Merkel’s CDU party was left in a vulnerable minority position dependent on the fractious support of the SPD party, as a result of the rise in popularity of the anti-immigration AfD party. The CDU has done badly in subsequent state elections but the SPD has done particularly badly. Angela Merkel has stepped down from being the CDU party leader but she intends to remain as Chancellor until the general election in 2021. This then leaves a major question mark over who will be the major guiding hand and driver of EU unity when she steps down.
- **Other minority EU governments**. Austria, Sweden, Spain, Portugal, Netherlands, Ireland and Belgium also have vulnerable minority governments dependent on coalitions which could prove fragile.

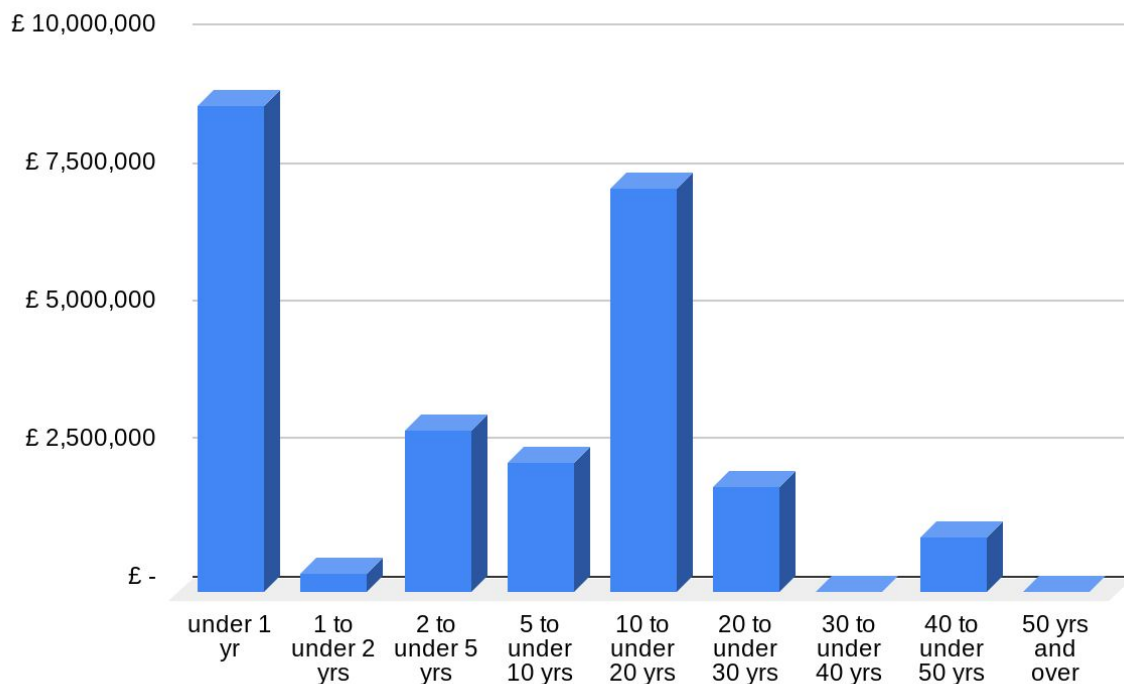
- **Austria, the Czech Republic, Poland and Hungary** now form a strongly anti-immigration bloc within the EU. There has also been a rise in anti-immigration sentiment in Germany and France.
- **Geopolitical risks**, for example in China, Iran or North Korea, but also in Europe and other Middle Eastern countries, which could lead to increasing safe haven flows.
- **US – the Presidential election in 2020**: this could have repercussions for the US economy and SINO-US trade relations.

### 2.11 Upside risks to current forecasts for UK gilt yields and PWLB rates

- **UK** - stronger than currently expected recovery in UK economy.
- **Post-Brexit** – if an agreement was reached that removed the majority of threats of economic disruption between the EU and the UK.
- The **Bank of England is too slow** in its pace and strength of increases in Bank Rate and, therefore, allows inflationary pressures to build up too strongly within the UK economy, which then necessitates a later rapid series of increases in Bank Rate faster than we currently expect.

### 3.0 Debt Maturity

3.1 The maturity structure of the Council’s borrowing as at 30 September 2020 (as per section 7 of the main report) is shown below in graph format.



3.2 As per section 6.3 of the main report, £0.315m of council debt with the PWLB matured, and was repaid, during the first half of this financial year.

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**ANNEX 2 – GUIDANCE ON THE TREASURY MANAGEMENT STRATEGY STATEMENT  
AND ANNUAL INVESTMENT STRATEGY – MID YEAR REVIEW REPORT 2019-20**

Prudential Code

The Prudential Code was developed by the Chartered Institute of Public Finance and Accountancy (CIPFA) as a professional code of practice for capital finance, to which local authorities must have regard.

Capital Expenditure

The Capital Expenditure table (section 4.3 of report) is split between the Council's Housing Revenue Account (HRA) and General Fund (GF or non-HRA). The HRA is a 'ring-fenced' account for local authority housing.

The table also shows the resources used to fund the capital expenditure (being capital receipts from the sale of assets, capital grants, reserves and revenue) and any shortfall in resources. This shortfall represents the Council's borrowing need.

Borrowing Limits

The Capital Financing Requirement (CFR) represents the Council's aggregate borrowing need. i.e. the element of the capital programme that cannot be funded. Borrowing may only be undertaken for capital expenditure purposes.

The Limits to Borrowing Activity table (section 4.5 of report) shows that the Council's debt is not more than the CFR because, as above, the CFR represents the Council's aggregate borrowing need.

Borrowing limits (sections 4.5 and 7.2 of report) – there are various general controls on the Council's borrowing activity (operational boundary, authorised limit and maturity profiles).

Investments

General controls on the Council's investment activity to safeguard the security and liquidity of its investments (as set out in the Council's Annual Investment Strategy), include:

- Creditworthiness of investment counterparties.
- Counterparty money limits.
- Counterparty time limits.
- Counterparty country limits.

### Borrowing Sources/ Types

PWLB (section 6 of report) is the Public Works Loan Board which is a statutory body operating within the UK Debt Management Office, an Executive Agency of HM Treasury. PWLB's function is to lend money from the National Loans Fund to local authorities, and to collect the repayments.

The Council has the following types of fixed rate loan with the PWLB:

- Annuity: fixed half-yearly payments to include principal and interest.
- Equal Instalments of Principal: equal half-yearly payments of principal together with interest on the outstanding balance.
- Maturity: half-yearly payments of interest only with a single payment of principal at the end of the term.

### Financing Costs as a Proportion of Net Revenue Stream

This shows (section 7.1 of report), separately for HRA and GF, the percentage of the Council's revenue stream that is used to finance the CFR (net interest payable and Minimum Revenue Provision (MRP)).

MRP is the annual resource contribution from revenue which must be set against the CFR so that it does not increase indefinitely.

## FULL COUNCIL QUESTIONS FROM MEMBERS OF THE PUBLIC AND COUNCILLORS

<b>Meeting</b>	Council 10 December 2020
<b>Previously Considered by</b>	Constitutional Review Working Party - 5 November 2020 Standards Committee - 19 November 2020
<b>Report Author</b>	Nicholas Hughes, Committee Services Manager
<b>Portfolio Holder</b>	Deputy Leader and Cabinet Member for Housing and Community Services
<b>Status</b>	For Recommendation
<b>Classification:</b>	Unrestricted

### Executive Summary:

The Leader and Deputy Leader of the Council asked Democratic Services to review the 50 word limit for Council questions submitted by both members of the public and Councillors with a view to increasing it. Democratic Services have undertaken that review comparing the TDC scheme with others in Kent. As a result Democratic Services are proposing an increase to the word limit for both questions from both members of the public and Councillors to 150 words.

### Recommendation(s):

To consider the the following recommendation from the Standards Committee:

“The Standards Committee recommends to the Full Council to increase the word limit for Full Council questions from Members of the Public and Councillors from 50 words to 150 words.”

### Corporate Implications

#### Financial and Value for Money

There are no financial implications to the report.

#### Legal

The rules surrounding asking questions at Full Council meetings are contained in the Council’s constitution. Any substantial changes to the constitution should be brought to the Constitutional Review Working Party and the Standards Committee prior to be agreed upon at a meeting of the Full Council.

#### Corporate

Asking questions to the Council's Executive is a fundamental part of the Council's democratic process and a major way of Councillors and members of the public holding them to account.

## **Equality 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, sex, disability, race, sexual orientation, gender reassignment, religion or belief and pregnancy & maternity. Only aim (i) of the Duty applies to Marriage & civil partnership.

This report relates to the following aim of the equality duty: -

- To eliminate unlawful discrimination, harassment, victimisation and other conduct prohibited by the Act.
- To advance equality of opportunity between people who share a protected characteristic and people who do not share it
- To foster good relations between people who share a protected characteristic and people who do not share it.

## **CORPORATE PRIORITIES**

This report relates to the following corporate priorities: -

- Communities

### **1.0 Introduction and Background**

1.1 The Deputy Leader and the Leader of the Council approached Democratic Services to ask for a review of the word limit for questions at Full Council submitted by members of the public and Councillors.

### **2.0 The Current Situation**

2.1 The current word limit for questions to Full Council from members of the public and Councillors is currently 50 words. Democratic Services compared our questions scheme with other Council's across Kent. This research indicated that a 50 word limit was significantly less than the vast majority of other Council's in Kent.

2.2 Democratic Services carried out a small experiment regarding the word limits. A 50 word question takes approximately 20 seconds to present, a 150 word question takes approximately 60 seconds to present. This extension of the word limit will allow for



more background and for fuller and rounder questions, without the temptation to enter into political speeches, which is not the point of the question facility.

- 2.3 As such Democratic Services feel that an increase from 50 words to 150 words per question is the most appropriate increase, allowing for fuller questions, but still allowing for a significant number of questions within the respective 30 minute time limits.
- 2.4 An amended copy of the relevant section of the constitution is attached to this report at Annex 1.

### **3.0 Consideration by the Constitutional Review Working Party and the Standards Committee**

- 3.1 When this report was considered by the Constitutional review Working party at its meeting on the 5 November, supported the report and the working party made the following recommendation:

“The Constitutional Review Working Party recommends to the Standards Committee to increase the word limit for Full Council questions from Members of the Public and Councillors from 50 words to 150 words.”

- 3.2 When the report was considered by the Standards Committee at its meeting of the 19 November, the Committee supported the report and made the following recommendation to the Full Council.

“The Standards Committee recommends to the Full Council to increase the word limit for Full Council questions from Members of the Public and Councillors from 50 words to 150 words.”

### **4.0 Options**

- 4.1 Full Council can agree the recommendation from the Standards Committee, choose to keep the word limit the same as it currently is or choose to make different amendments to this section of the constitution.

Contact Officer: Nicholas Hughes, Committee Services Manager  
Reporting to: Estelle Culligan, Director of Legal and Governance

#### **Annex List**

Annex 1: Amended extract of the Constitution.

#### **Background Papers**

None

#### **Corporate Consultation**

# Agenda Item 13

**Finance:** Matthew Sanham, Financial Services Manager

**Legal:** Tim Howes, Director of Corporate Governance and Monitoring Officer

### **13.0 Questions by the Public and Press**

#### **13.1 General**

Members of the public may ask questions of members of the Cabinet at ordinary meetings of the Council. The total time devoted to questions shall not exceed 30 minutes.

#### **13.2 Order of questions**

Questions will be asked in the order notice of them was received, except that the Chairman may group together similar questions.

#### **13.3 Notice of questions**

A question may only be asked if notice has been given by delivering it in writing or by electronic mail to the Appropriate Person at least five full working days before the day of the meeting. Each question must give the name and address of the questioner and must name the member of the Council to whom it is to be put.

#### **13.4 Number of questions**

At any one meeting no person may submit more than one question, limited to **150** words.

#### **13.5 Scope of questions**

The Chief Executive will reject a question if it:

- is not about a matter for which the local authority has a responsibility or which affects the district;
- is defamatory, frivolous or offensive;
- is substantially the same as a question which has been put **by either a member of the public or a Councillor** at a meeting of the Council in the past six months;
- requires the disclosure of confidential or exempt information;
- If the questioner is not normally a resident of Thanet; or
- If a question relates to an individual planning or licensing application.

#### **13.6 Asking the question at the meeting**

The Chairman will invite the questioner to put the question to the member named in the notice. If the questioner is not present the question shall not be put and shall be answered in writing.

#### **13.7 Absence of Member Named and Written answers**

Any question which cannot be dealt with during public question time because of lack of time will be dealt with by a written answer. If the member to whom the question is directed is not present, the question will be answered by the Leader or another Member nominated by the Leader for the purpose unless it is inappropriate for the Leader to give an oral answer or to nominate another Member to give an oral answer, in which case the question will be dealt with by a written answer.

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## CHANGES TO THE PETITION SCHEME

<b>Meeting</b>	Full Council 10 December 2020
<b>Previously considered by:</b>	Constitutional Review Working Party - 5 November 2020 Standards Committee - 18 November 2020
<b>Report Author</b>	Nicholas Hughes Committee Services Manager
<b>Portfolio Holder</b>	Deputy Leader and Cabinet Member for Housing and Community Services
<b>Status</b>	For Recommendation
<b>Classification:</b>	Unrestricted

### Executive Summary:

The Leader of the Council asked Democratic Services to review the Council's petition scheme. Democratic Services has done so and the main changes can be summarised as:

- Now accept petitions from Change.org and 38Degrees.
- Completely remove the Council's petition facility.
- Retain ability to submit paper petitions.
- If under 50 signatories now treated as correspondence.
- 50-1500 signatories now dealt with as a petition by an officer in consultation with the Cabinet Member, then reported for info to Cabinet or Council, depending on subject matter.
- Council debates now for petitions with over 1500 signatories.
- Members of the public can only speak to petitions to the Full Council with over 1500 signatories.
- The main rejection categories are mainly unchanged.
- The appeals process unchanged.
- The scheme retains the ability to simultaneously do e-petition and paper petitions, but reported as separate numbers.

The Constitutional Review Working Party is asked to make a recommendation on the proposed change to the Standards Committee.

### Recommendation(s):

Full Council should consider the recommendations from the Standards Committee and the proposed amendments to the rest of the scheme.

The Standards Committee recommend to Council that:

- Signatories of paper and e-petitions would be added together when calculating thresholds.
- The total number of signatories required to debate a petition at Council remains at the proposed 1500.
- The committee raised no other objections to the remaining proposed changes.

## **Corporate Implications**

### **Financial and Value for Money**

There are no financial implications to the report.

### **Legal**

Since the repeal of Chapter 2 of Part 1 of the Local Democracy, Economic Development and Construction Act 2009 (petitions to local authorities) via the Localism Act 2011, the Council is no longer required to have a petition scheme, however it was agreed at the Council meeting of 19 April 2012 to continue to maintain a scheme.

### **Corporate**

The Petitions policy helps the Council to promote community involvement.

### **Equality 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, sex, disability, race, sexual orientation, gender reassignment, religion or belief and pregnancy & maternity. Only aim (i) of the Duty applies to Marriage & civil partnership.

This report relates to the following aim of the equality duty: -

- To eliminate unlawful discrimination, harassment, victimisation and other conduct prohibited by the Act.
- To advance equality of opportunity between people who share a protected characteristic and people who do not share it
- To foster good relations between people who share a protected characteristic and people who do not share it.

## **CORPORATE PRIORITIES**

This report relates to the following corporate priorities: -

- Communities

### **1.0 Introduction and Background**

- 1.1 Whilst it is not legally mandated that the Council has to maintain a petition scheme, it chose to do so as a scheme helps to promote community involvement and gives a clear explanation as to what happens when the Council receives a petition.
- 1.2 The Leader of the Council approached Democratic Services to undertake a review of the Council's petition scheme primarily as a number of recent petitions have taken an unusually long time to progress through the process, rendering the subject matter somewhat redundant. Democratic Services agreed to undertake a review based on this approach together with correcting a number of longstanding issues that affected the administration of petitions.

## **2.0 Proposed Changes to the Petitions Scheme**

### **2.1 What are the main proposed changes to the petitions scheme?**

- Completely removing the Council's in-house epetition facility and replacing it by accepting epetitions from Change.org and 38Degrees.
- If a petition is received with under 50 signatories it is now treated as correspondence.
- 50-1500 signatory petitions are now dealt with as a petition by an officer, then reported for info to Cabinet or Council, depending on subject matter.
- Full Council debates are now reserved only for petitions with over 1500 signatories.
- Members of the public can only speak to petitions to the Full Council with over 1500 signatories.

These features of the existing scheme will remain:

- Retain ability to submit paper petitions.
- The main rejection categories are mainly unchanged.
- The appeals process unchanged.
- The scheme retains the ability to simultaneously do epetition and paper petitions, but reported as separate numbers.

- 2.1.1 A copy of the existing petition scheme is attached at Annex 1 to the report and a copy of the proposed scheme is attached at Annex 2 to the report.

### **2.2 What is the justification for the proposed changes to the scheme?**

- 2.2.1 The new scheme retains in full the existing processes for accepting paper petitions. Our current epetition system is quite cumbersome and anecdotally perceived by many members of the public as not easy to use. By replacing it by allowing epetitions from both 38Degrees and change.org it makes it much easier for people to sign up to petitions on issues that they want brought to the Council's attention.
- 2.2.2 Using a neutral third party provider for epetitions also provides evidence of the impartiality of the process and further, provides distance from the council where the petition may be contrary to the aims or values of the council.
- 2.2.3 Using specialist epetition providers, means that members of the public can use established providers whose sole purpose is to facilitate electronic petitions. This allows for a far superior user experience for those people who wish to sign or create a petition.

- 2.2.4 The current system for considering a petition is very bureaucratic and long-winded. A petition (either an epetition or a paper petition) is first presented to a meeting of full Council, then recommended to a meeting of Cabinet, then assigned to an officer to carry out the agreed actions and then being reported back to another meeting of Full Council.
- 2.2.5 This process more often than not takes a long time, this is because the process relies heavily on fixed meeting dates, rather than when a petition is submitted. This means that petitioners can often wait months for a petition to be considered by Council. For example, the recent petition regarding postponement of dog restrictions initially ran for 2 months on the Council's website from April to June, was first presented at Council in July and then wasn't considered by Cabinet until near the end of September because of the summer break and finally back to Council on 15 October. This was two weeks after the *end* of seasonal dog restrictions that the petition was actually campaigning against. This is obviously not helpful to any of those involved and certainly wasn't the intention of the design of the original scheme.
- 2.2.6 Under the new scheme the petition once it is submitted will go straight to the decision maker and will significantly decrease the amount of time it takes the Council to deal with the petition. This greatly benefits the petitioners. The portfolio holder will always be consulted when the appropriate officer is deciding on what action to take with a petition and the petition and the action taken will then be presented to Cabinet/Council for information, where Councillors can still discuss the petition if they wish.
- 2.2.5 Petitions with over 1500 signatures will still be presented to Council for a full debate as larger petitions are today and petitioners will still be able to speak at Council as they do now. This 1500 signatures is deemed a 'low threshold' under the former statutory guidance and well under the maximum limit of 7100 signatures allowed under that guidance. It is also important to note that the 1500 figure does not change our position as requiring the 3rd fewest number of signatures required for a Council debate amongst our fellow Kent Councils.
- 2.2.6 There will be a reduced burden on the administrative side, as Democratic Services are often trying to fix issues with epetitions, as members of the public have registered incorrectly or have forgotten their passwords. Whilst epetitions are generally infrequent this burden can often be very time consuming when an epetition is live. All of the administration for epetition will be transferred to the specialist epetition providers.

### **3.0 Consideration by the Constitutional Review Working Party and the Standards Committee**

- 3.1 The CRWP considered this report at its meeting on 5 November and discussed it in great detail, as a result made the following recommendations:
- 3.2 It was proposed, seconded and agreed that the Committee agreed to recommend to the Standards Committee the following:



1. that the number of signatories required to debate at council should be reduced from the proposed 1500 to 1000.
2. That the number of signatories signing paper and e-petition should be added together when calculating the threshold reached, rather than them being reported separately.
3. That the appropriate Cabinet member is copied into the response to the petitioner when a petition doesn't reach the minimum threshold (under 50 signatories) and is treated as correspondence.

3.3 The Standards Committee considered this report at its meeting on the 19 November and made the following recommendations:

The Standards Committee recommend to Council that:

- Signatories of paper and e-petitions would be added together when calculating thresholds.
- The total number of signatories required to debate a petition at Council remains at the proposed 1500.
- The committee raised no other objections to the remaining proposed changes.

## 3.0 Options

3.1 The Full Council can accept the recommendations of the Standards Committee, but can also amend any of the sections of the petition scheme, alternatively it can also choose not accept the changes to the scheme.

Contact Officer: Nick Hughes, Committee Services Manager, 57208.  
Reporting to: Estelle Culligan, Director of Legal and Governance

### Annex List

Annex 1: Current Petitions Scheme  
Annex 2: Proposed Amended Petitions Scheme  
Annex 3: Flow Chart of new procedure

### Background Papers

None

### Corporate Consultation

**Finance:** Matthew Sanham, Financial Services Manager

**Legal:** Tim Howes, Corporate Director of Governance and Monitoring Officer

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## Petitions from the public

1.0 Paper petitions can be sent to:

Committee Services Manager  
Thanet District Council  
PO Box 9  
Cecil Street  
CT9 1XZ

Petitions can also be presented to a meeting of the Council. Dates and times can be found at [www.thanet.gov.uk](http://www.thanet.gov.uk)

This scheme sets out thresholds for responding to petitions, as follows:

1. Ordinary petitions - those petitions signed by 25 or more petitioners but fewer than 650 will be presented to Council and referred to the Cabinet or another appropriate committee without debate, for report to the Council within three ordinary meetings.
2. Petitions signed by 650 or more petitioners, but fewer than 1,000, will be considered at a meeting of the Overview & Scrutiny Panel (if the petition is requesting for a new service or requiring Council action on an emerging matter affecting the local community) or the Overview & Scrutiny Panel (if the petition is requiring reviewing or rescinding a Cabinet or Council decision), and, the petitioner will have the option to have a named officer attend the meeting to give evidence.
3. Petitions signed by 1,000 or more petitioners will be debated at a meeting of Council, unless:
  - (a) the petitioner has already exercised the above option to request that a named officer attends, in which case it will be considered at a meeting of the relevant Overview and Scrutiny Panel or
  - (b) the petition relates to an issue for which the executive has responsibility and Council decides, following presentation of the petition, to refer it to Cabinet without debate. In such a case, the person who presents the petition at the Council meeting will be able to re-present the petition at the subsequent meeting of Cabinet at which the petition is considered.

### 1.1 What are the guidelines for submitting a petition?

Petitions submitted to the Council must include:

- A clear and concise statement covering the subject of the petition. It should state what action the petitioners wish the Council to take
- The name and address and signature of any person supporting the petition.

A petition proforma for paper petitions that will help you to collect the correct information is available to download on the Council's website at [www.thanet.gov.uk](http://www.thanet.gov.uk).

# Agenda Item 14

## Annex 1

If a petition has 25 or more, but less than 650, signatories, it must be submitted 10 working days in advance of a Council meeting in order for it to be considered at that meeting.

If a petition has 650 or more, but less than 1,000, signatories or has 1,000 or more signatories but requests that an officer gives evidence at a relevant Overview and Scrutiny Panel meeting it must be submitted to the Council at least 25 working days in advance of a meeting of the relevant Overview and Scrutiny Panel in order for it to be considered at that meeting.

If a petition has 1,000 or more signatures and does not request that an officer gives evidence to the relevant Overview and Scrutiny Panel meeting it must be submitted at least 25 working days in advance of a Council meeting in order for it to be considered at that meeting.

If the deadlines are not met in paragraphs above, the petition submitted will be not be considered until the subsequent meeting of either Council or the relevant Overview and Scrutiny Panel (as appropriate).

To be valid Petitions must be accompanied by contact details, including an address, for the petition organiser. This is the person we will contact to explain how we will respond to the petition. The contact details of the petition organiser will not be disclosed. If the petition does not identify a petition organiser, we will contact signatories to the petition to agree who should act as the petition organiser.

Petitions which the Monitoring Officer in consultation with the Leader of the Council and the Chairman of the relevant Overview and Scrutiny Panel consider to be vexatious, abusive, otherwise inappropriate or substantially the same as one already received within the preceding twelve months will not be accepted and the reasons for this will be explained in our acknowledgement of the petition. The test that should apply in such circumstances would be the same as that used for Freedom of Information requests i.e. 'Is the request likely to cause distress, disruption or irritation without any proper or justified cause'.

In addition if the petition applies to a planning or licensing application, these may be rejected by the Monitoring Officer alone. Also if the petition is a statutory petition (for example requesting a referendum on having an elected mayor), or on a matter where there is already an existing right of appeal, such as Council tax banding and non-domestic rates, other procedures apply. Further information on all these procedures and how you can express your views is available here [www.thanet.gov.uk](http://www.thanet.gov.uk).

Further to the above, the Monitoring Officer will also reject a petition if the matter has already been or is currently subject to an existing consultation exercise. In such a case the petition will be forwarded to the officer responsible for that consultation exercise and considered as part of that process.

If the Council receives a petition that is rejected because it is substantially similar to, or counter to, one already received and the original petition has not yet been presented to a Council meeting, then Democratic Services will ensure that the Council meeting that considers the original petition will be made aware of the existence of the rejected petition.

If the Council receives a petition, but it is rejected for any of the reasons outlined within this scheme, then the grounds for rejecting that petition must be reported to the next available meeting of the relevant Overview and Scrutiny Panel.

In the period immediately before an election or referendum we may need to deal with your petition differently – if this is the case we will explain the reasons and discuss the revised timescale which will apply. If a petition does not follow the guidelines set out above, the Council may decide not to do anything further with it. In that case, we will write to you to explain the reasons.

### 1.2 What will the Council do when it receives my petition?

An acknowledgement will be sent to the petition organiser within 10 working days of receiving the petition. It will let them know what we plan to do with the petition and when they can expect to hear from us again. The petition will also be published on our website

If we can do what your petition asks for, the acknowledgement may confirm that we have taken the action requested and the petition will be closed. If the petition needs more investigation, we will tell you the steps we plan to take. Otherwise, if the petition can be presented at a Council or Overview and Scrutiny Panel meeting because it falls into one of the categories described in the introduction to this scheme, we will advise you of the date of the meeting, where the meeting will take place, and what you can expect to happen at the meeting.

Further, if your petition has 1,000 or more signatures and relates to an issue for which the executive (Cabinet) has responsibility, we will let you know. Council is unable to take a decision on something that is the responsibility of the executive and may, therefore, decide, following presentation of the petition at the Council meeting, to refer the petition to Cabinet with or without debate. If the petition is referred to Cabinet without debate, you will be able to re-present the petition at the subsequent meeting of Cabinet at which the petition is considered. We will inform you of the date of that Cabinet meeting and what you can expect to happen when you attend to make your presentation.

We will not take action on any petition which we consider to be vexatious, abusive or otherwise inappropriate as determined above.

When we receive a paper petition we will inform relevant Ward Councillor(s) if it is about a specific issue relevant to one or more Wards, or if your petition affects the whole of Thanet then we will inform all of our Councillors.

### 1.3 How will the Council respond to petitions?

Our response to a petition will depend on what a petition asks for and how many people have signed it, but may include one or more of the following:

- taking the action requested in the petition
- considering the petition at a committee meeting
- holding an inquiry into the matter
- undertaking research into the matter

- holding a public meeting
- holding a consultation
- holding a meeting with petitioners
- referring the petition for consideration by the relevant Overview and Scrutiny Panel\*
- writing to the petition organiser setting out our views about the request in the petition
- requiring a Senior Officer to attend a meeting of the relevant Overview and Scrutiny Panel to give evidence\*
- Holding a debate at that full Council meeting

\* Scrutiny Panels are committees of Councillors who are primarily responsible for scrutinising the work of the Council in other words, the panels have the power to hold the Council's decision makers to account.

In addition to these steps, the Council will consider all the specific actions it can potentially take on the issues highlighted in a petition.

If your petition is about something over which the Council has no direct control (for example the local railway or hospital) we will consider making representations on behalf of the community to the relevant body. The Council works with a large number of local partners and where possible will work with these partners to respond to your petition. If we are not able to do this for any reason (for example if what the petition calls for conflicts with Council policy), then we will set out the reasons for this to you. You can find more information on the services for which the Council is responsible at [www.thanet.gov.uk](http://www.thanet.gov.uk).

If your petition is about something that a different Council is responsible for we will give consideration to what the best method is for responding to it. This might consist of simply forwarding the petition to the other Council, but could involve other steps. In any event we will always notify you of the action we have taken.

The Council will publish on its website the results of petitions with 25 or more signatories.

Total time devoted to the consideration of Petitions at any single Council meeting will not exceed 30 minutes in total. If there are insufficient petitions to fill the time allocated then Council business shall proceed automatically.

The order of reports on petitions received shall be printed within the agenda papers in the order in which they were received by the Council.

#### 1.4 **Smaller Petitions**

If a petition has 25 or more, but less than 650, signatories it will be presented to Council and referred to the Cabinet or another appropriate committee without debate, for report to the Council within three ordinary meetings. The report will include the

number of signatories providing a Thanet address and the number providing an outside of Thanet address.

The petition organiser will be offered three minutes to present the petition at the meeting.

### 1.5 **Officer evidence**

If your petition contains 650 or more, but less than 1,000, signatures, or contains 1,000 or more signatures and specifically requests officer evidence, the Chief Executive, Corporate Director, Service Director or 3rd tier Manager will give evidence at a public meeting of the relevant Overview and Scrutiny Panel.

The petition organiser will be offered five minutes to present the petition at the meeting and the petition will then be discussed by Councillors. The accompanying report will include the number of signatories providing a Thanet address and the number providing an outside of Thanet address.

You should be aware that the Overview and Scrutiny Panel may decide that it would be more appropriate for another officer to give evidence instead of any officer named in the petition. The Panel may also decide to call the relevant Councillor Portfolio Holder to attend the meeting. Panel members will ask the questions at this meeting, but you will be able to suggest questions to the chair of the committee by contacting the Chairman of the relevant Overview and Scrutiny Panel up to three working days before the meeting. Confirmation of an officer giving evidence at a public meeting of that Overview and Scrutiny Panel will also be published on our website.

When the Overview and Scrutiny Panel considers a petition it will make a report back to the next available (ordinary) Council meeting.

### 1.6 **Full Council debates**

If a petition contains 1,000 or more signatures it will be debated by the Council unless it falls into the categories described at paragraphs (a) and (b) below. The report will include the number of signatories providing a Thanet address and the number providing an outside of Thanet address.

This means that the issue raised in the petition will be discussed at a meeting which all Councillors can attend. Council will endeavour to consider the petition at the meeting following receipt of a petition, although on some occasions this may not be possible and consideration will then take place at the following meeting.

The petition organiser will be offered five minutes to present the petition at the meeting and the petition will then be discussed by Councillors.

Council will then decide how to respond to the petition at that meeting. They may decide to take the action the petition requests, not to take the action requested for reasons put forward in the debate, or to commission further investigation into the matter, for example by a relevant committee. Where the issue is one on which the Council executive are required to make the final decision, the Council will decide whether to make recommendations to inform that decision. The petition organiser will receive written confirmation of this decision. This confirmation will also be published on our website.

Exceptions:

- (a) if a petition with 1,000 or more signatures asks for a senior Council officer to give evidence at a public meeting, it will be considered by the relevant Overview and Scrutiny Panel, as described at Clause 1.5 above;
- (b) If the petition with 1,000 or more signatures relates to an issue for which the executive (Cabinet) has responsibility, it may, following presentation be referred by Council to Cabinet without debate.

### 1.7 **Re-presentation of petitions at meetings of Cabinet**

If a petition with 1,000 or more signatures that relates to an issue for which the executive (Cabinet) has responsibility is referred by Council to Cabinet without debate, the person who presents the petition at the meeting of Council will be able to re-present it at the subsequent meeting of Cabinet at which it is considered and will have up to five minutes to do so.

### 1.8 **What can I do if I feel my petition has not been dealt with properly?**

If you feel that we have not dealt with your petition properly, the petition organiser has the right to request that the relevant Overview and Scrutiny Panel review the steps that the Council has taken in response to your petition. It is helpful to everyone, and can improve the prospects for a review if the petition organiser gives a short explanation of the reasons why the Council's response is not considered to be adequate.

The Panel will endeavour to consider your request at its next meeting, although on some occasions this may not be possible and consideration will take place at the following meeting. Should the Panel determine we have not dealt with your petition, it may use any of its powers to deal with the matter. These powers include instigating an investigation, making recommendations to the Council executive and arranging for the matter to be considered at a meeting of the full Council.

Once the appeal has been considered the petition organiser will be informed of the results within five working days. The results of the review will also be published on our website.

### 1.9 **E Petitions**

The council welcomes e-petitions which are created and submitted through our website [www.thanet.gov.uk](http://www.thanet.gov.uk). E-petitions must follow the same guidelines as paper petitions as outlined above. The petition organiser will need to provide us with their name and email address.

You will also need to decide how long you would like your petition to be open for signing.

When you create an e-petition, it may take five working days before it is published online. This is because we have to check that the content of your petition is suitable before it is made available for the public to sign. If we feel we cannot publish your petition for some reason, we will contact you within this time to explain why this is the case. You will then be able to change and resubmit your petition if you wish.



When an e-petition has closed for signing, it will automatically be submitted to Democratic Services In the same way as a paper petition, you will receive an acknowledgement within 10 working days. It will let you know what we plan to do with the petition and when you can expect to hear from us again.

If you would like to present your e-petition to a meeting of the council, please contact Democratic Services and they will advise you how to do this.

If your e-petition reaches one of the Council's thresholds as set out in para 1.0 above, we will inform the relevant Ward Councillor(s) if it is about a specific issue relevant to one or more Wards, or if your petition affects the whole of Thanet then we will inform all of our Councillors.

### 2.0 **How do I 'sign' an e-petition?**

You can see all the e-petitions currently available for signature at [www.thanet.gov.uk](http://www.thanet.gov.uk).

When you sign an e-petition you will be asked to provide your name, postal address and a valid email address. When you have submitted this information you will be sent an email to the email address you have provided. This email will include a link which you must click on in order to confirm the email address is valid. Once this step is complete your 'signature' will be added to the petition. People visiting the e-petition will be able to see your name in the list of those who have signed it, but your contact details will not be visible.

### 2.1 **Can I run an e-petition and a paper petition at the same time?**

Yes, you can run an e-petition and a paper at the same time, but there are a number of rules that you must adhere to.

The clear and concise statement covering the subject of the petition stating what action the petitioners wish the Council to take, often known as the "petition prayer", must be identical for both your e-petition and paper petition. If they are not then they would be treated as separate petitions.

The end date of your e-petition and the date that you submit your paper petition must be the same, if not then they would be treated as separate petitions.

It is important to note that any petition treated as "separate" because of failure to comply with the above two rules would almost certainly be ruled out on the "substantially similar" to a previous petition rule outlined in paragraph 1.1 of this scheme.

The number of signatories to both the e-petition and to the paper petition would then be reported separately but within the same report to either a Council meeting or a meeting of the relevant Overview and Scrutiny Panel. The Council will take a course of action based on the largest threshold met by either petition.

For example, if the Council received an e-petition with 250 signatures and an accompanying paper petition with 1,500 then the Council would treat the petition as reaching the threshold for a debate at Council. The report to Council would state the number of signatories to both the e-petition and the paper petition, but it would not add them together.

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## Petitions from the public

1.0 Paper petitions can be sent to:

Committee Services Manager  
Thanet District Council  
PO Box 9  
Cecil Street  
CT9 1XZ

The council also welcomes e-petitions which are created via recognised e-petition providers Change.org or 38Degrees.org.uk.

1.1 **What are the guidelines for submitting a petition?**

Petitions and Epetitions submitted to the Council must include:

- A clear and concise statement covering the subject of the petition. It should state what action the petitioners wish the Council to take
- The name and address and signature of any person supporting the petition in the case of a paper petition and the name and email address of any person supporting the petition in the case of an e-petition.
- The contact details of the petition organiser, including an address. This is the person we will contact to explain how we will respond to the petition. The contact details of the petition organiser will not be disclosed. If the petition does not identify a petition organiser, we will contact signatories to the petition to agree who should act as the petition organiser

A petition proforma for paper petitions that will help you to collect the correct information is available to download on the Council's website at [www.thanet.gov.uk](http://www.thanet.gov.uk).

1.2 **What will the Council do when it receives my petition?**

This scheme sets out thresholds for responding to petitions, as follows:

1. Petitions received that total under 50 signatories will be treated as a correspondence and will be dealt with by the relevant Council department.
2. Ordinary petitions - those petitions signed by 50 or more petitioners but fewer than 1500 will be presented to a senior Officer of the Council who, after consultation with the relevant portfolio holder will respond. Then a report on that Petition noting what action has been taken will be referred to the next meeting of Cabinet or Council for their information.
3. Petitions signed by 1,000 or more petitioners will be debated at a meeting of Council, unless the petition relates to an issue for which the executive has responsibility and Council decides, following presentation of the petition, to refer it to Cabinet without debate. In such a case, the person who presents the petition at the Council meeting will be able to re-present the petition at the subsequent meeting of Cabinet at which the petition is considered.

# Agenda Item 14

## Annex 2

If a petition has 1,500 or more signatures it must be submitted at least 25 working days in advance of a Council meeting in order for it to be considered at that meeting.

An acknowledgement will be sent to the petition organiser within 10 working days of receiving the petition or epetition. It will let them know what we plan to do with the petition and when they can expect to hear from us again. The petition prayer and the number of people who have signed it will also be published on our website.

If we can do what your petition asks for, the acknowledgement may confirm that we have taken the action requested and the petition will be closed. If the petition needs more investigation, we will tell you the steps we plan to take. Otherwise, if the petition can be presented at a Council meeting we will advise you of the date of the meeting, where the meeting will take place, and what you can expect to happen at the meeting.

Further, if your petition has 1,500 or more signatures and relates to an issue for which the executive (Cabinet) has responsibility, we will let you know. Council is unable to take a decision on something that is the responsibility of the executive and may, therefore, decide, following presentation of the petition at the Council meeting, to refer the petition to Cabinet with or without debate. If the petition is referred to Cabinet without debate, you will be able to re-present the petition at the subsequent meeting of Cabinet at which the petition is considered. We will inform you of the date of that Cabinet meeting and what you can expect to happen when you attend to make your presentation.

We will not take action on any petition which we consider to be vexatious, abusive or otherwise inappropriate as determined above.

When we receive a paper petition we will inform relevant Ward Councillor(s) if it is about a specific issue relevant to one or more Wards.

### **1.3 Reasons your Petition may be rejected**

Petitions of over 1500 signatures which the Monitoring Officer in consultation with the Leader of the Council and the Chairman of the Overview and Scrutiny Panel consider to be vexatious, abusive, otherwise inappropriate or substantially the same as one already received within the preceding twelve months will not be accepted and the reasons for this will be explained in our acknowledgement of the petition. The test that should apply in such circumstances would be the same as that used for Freedom of Information requests i.e. 'Is the request likely to cause distress, disruption or irritation without any proper or justified cause'. Petitions under 1500 signatures can be rejected by the Monitoring Officer acting alone.

In addition if the petition applies to a planning or licensing application, these may also be rejected by the Monitoring Officer alone. If the petition is a statutory petition (for example requesting a referendum on having an elected mayor), or on a matter where there is already an existing right of appeal, such as Council tax banding and non-domestic rates, other procedures apply. Further information on all these procedures and how you can express your views is available here [www.thanet.gov.uk](http://www.thanet.gov.uk).

Further to the above, the Monitoring Officer will also reject a petition if the matter has already been or is currently subject to an existing consultation exercise. In such a case the petition will be forwarded to the officer responsible for that consultation exercise and considered as part of that process.

If the Council receives a petition that is rejected because it is substantially similar to, or counter to, one already received and the original petition has not yet been presented to a Council meeting, then Democratic Services will ensure that the Council meeting that considers the original petition will be made aware of the existence of the rejected petition.

In the period immediately before an election or referendum we may need to deal with your petition differently – if this is the case we will explain the reasons and discuss the revised timescale which will apply. If a petition does not follow the guidelines set out above, the Council may decide not to do anything further with it. In that case, we will write to you to explain the reasons.

If the deadlines are not met in paragraphs above, the petition submitted will not be considered until the subsequent meeting of either Council or the relevant Overview and Scrutiny Panel (as appropriate).

#### 1.4 **How will the Council respond to petitions?**

When a petition is considered by a Senior Officer, Cabinet or Full Council, they will consider all the specific actions that they can potentially take on the issues highlighted in the petition, however it also reserves the right not to take any action.

If your petition is about something over which the Council has no direct control (for example the local railway or hospital) we will consider making representations on behalf of the community to the relevant body. The Council works with a large number of local partners and where possible will work with these partners to respond to your petition. If we are not able to do this for any reason (for example if what the petition calls for conflicts with Council policy), then we will set out the reasons for this to you. You can find more information on the services for which the Council is responsible at [www.thanet.gov.uk](http://www.thanet.gov.uk) .

If your petition is about something that a different Council is responsible for we will give consideration to what the best method is for responding to it. This might consist of simply forwarding the petition to the other Council, but could involve other steps. In any event we will always notify you of the action we have taken.

#### 1.6 **Full Council debates**

If a petition contains 1,500 or more signatures it will be debated by the Council unless it falls into the categories described at paragraphs 1.3 above. The report will include the number of signatories providing a Thanet address and the number providing an outside of Thanet address.

This means that the issue raised in the petition will be discussed at a meeting which all Councillors can attend. Council will endeavour to consider the petition at the meeting following receipt of a petition, although on some occasions this may not be possible and consideration will then take place at the following meeting.

The petition will be accompanied by a report from Officers outlining the implications of undertaking the actions requested in the petition.

The petition organiser will be offered five minutes to present the petition at the meeting and the petition will then be discussed by Councillors.

Council will then decide how to respond to the petition at that meeting. They may decide to take the action the petition requests, not to take the action requested for reasons put forward in the debate, or to commission further investigation into the matter, for example by a relevant committee. Where the issue is one on which the Council executive are required to make the final decision, the Council will decide whether to make recommendations to inform that decision. The petition organiser will receive written confirmation of this decision. This confirmation will also be published on our website.

### **1.7 Re-presentation of petitions at meetings of Cabinet**

If a petition with 1,500 or more signatures that relates to an issue for which the executive (Cabinet) has responsibility is referred by Council to Cabinet without debate, the person who presents the petition at the meeting of Council will be able to re-present it at the subsequent meeting of Cabinet at which it is considered and will have up to five minutes to do so.

### **1.8 What can I do if I feel my petition has not been dealt with properly?**

If you feel that we have not dealt with your petition properly, the petition organiser has the right to request that the relevant Overview and Scrutiny Panel review the steps that the Council has taken in response to your petition. It is helpful to everyone, and can improve the prospects for a review if the petition organiser gives a short explanation of the reasons why the Council's response is not considered to be adequate.

The Panel will endeavour to consider your request at its next meeting, although on some occasions this may not be possible and consideration will take place at the following meeting. Should the Panel determine we have not dealt with your petition, it may use any of its powers to deal with the matter. These powers include instigating an investigation, making recommendations to the Cabinet or Full Council.

It is important to note that not taking the action requested in the petition is not a valid reason for an appeal. Any appeal based on this reason will be rejected and not be presented to the Overview and Scrutiny Panel.

Once the appeal has been considered the petition organiser will be informed of the results within five working days. The results of the review will also be published on our website.

### **1.9 Can I run an e-petition and a paper petition at the same time?**

Yes, you can run an e-petition and a paper at the same time, but there are a number of rules that you must adhere to.

The clear and concise statement covering the subject of the petition stating what action the petitioners wish the Council to take, often known as the "petition prayer", must be identical for both your e-petition and paper petition. If they are not then they would be treated as separate petitions.

The date you submit your e-petition and the date that you submit your paper petition must be the same, if not then they would be treated as separate petitions.

# Agenda Item 14

## Annex 2

It is important to note that any petition treated as “separate” because of failure to comply with the above two rules would almost certainly be ruled out on the “substantially similar” to a previous petition rule outlined in paragraph 1.3 of this scheme.

The number of signatories to both the e-petition and to the paper petition would then be reported separately but within the same report to a Full Council meeting. The Council will take a course of action based on the largest threshold met by either petition.

The reason for presenting the number of signatories separately is because the Council has no way of judging whether a person has doubled signed as the information required for signing a paper petition is different from that for signing an e-petition.

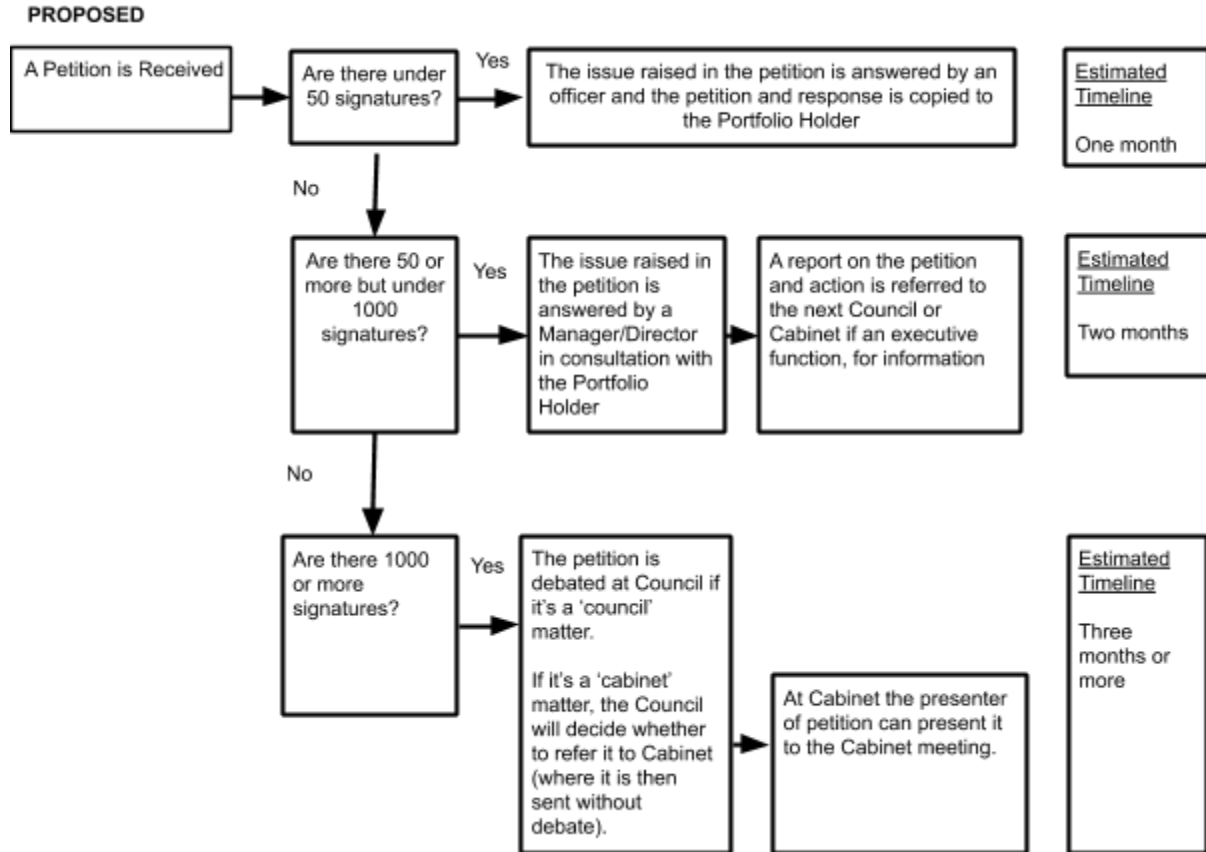
For example, if the Council received an e-petition with 250 signatures and an accompanying paper petition with 1,500 then the Council would treat the petition as reaching the threshold for a debate at Council. The report to Council would state the number of signatories to both the e-petition and the paper petition, but it would not add them together.

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# Agenda Item 14

## Annex 3





## USE OF GENDER SPECIFIC ROLE TITLES IN THE CONSTITUTION

<b>Meeting</b>	Council - 10 December 2020
<b>Previously considered by:</b>	Standards Committee - 18 November 2020 Constitutional Review Working Party - 5 November 2020
<b>Report Author</b>	Corporate Director of Governance and Monitoring Officer
<b>Status</b>	For Decision
<b>Classification:</b>	Unrestricted
<b>Ward:</b>	All

### Executive Summary:

A request was made to the Monitoring Officer that the Constitutional Review Working Party (CRWP) should consider recommending that the Constitution should be amended to replace the use of gender specific role titles e.g. *chairman* with the use of alternatives such as *chair* or *chairperson*.

*Chair* has been recognised in the sense of ‘occupant of the chair’ since the 17th century.

This matter was considered by the Constitutional Review Working Party on 5 November 2020 and the removal of gender specific role titles from the Constitution was recommended to the Standards Committee.

### Recommendation(s):

“That Council removes gender-specific titles from the Constitution.”

This change would not preclude those Chairing meetings of the Council choosing to be called by the title Chairwoman, Chairman or a gender-neutral title such as Chairperson or Chair should they so wish.

### Corporate Implications

#### Financial and Value for Money

There are no financial implications resulting from this report.

#### Legal

There are no legal implications resulting from this report.

## Corporate

Any proposed changes should reflect the Council's commitment to inclusion and gender equality. Those Chairing meetings of the Council should still be able to choose to be called by the title Chairman, Chairwoman or a gender-neutral title such as Chairperson or Chair.

## Equality 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, sex, disability, race, sexual orientation, gender reassignment, religion or belief and pregnancy & maternity. Only aim (i) of the Duty applies to Marriage & civil partnership.

This report relates to the following aim of the equality duty: -

- To eliminate unlawful discrimination, harassment, victimisation and other conduct prohibited by the Act.
- To advance equality of opportunity between people who share a protected characteristic and people who do not share it
- To foster good relations between people who share a protected characteristic and people who do not share it.

## CORPORATE PRIORITIES

This report relates to the following corporate priorities: -

- Communities

### 1.0 Introduction and Background

1.1 A request was made to the Monitoring Officer for the Constitutional Review Working Party to consider recommending that the Constitution should be amended to change gender specific role titles e.g. chairman to alternatives such as *chair* or *chairperson*. *Chair* has been recognised in the sense of 'occupant of the chair' since the 17th century.

1.2 The Constitutional Review Working Party met on 5 November 2020 who agreed the recommendation subject to an amendment to the title of the report, to avoid any confusion over the purpose of the proposed change. The amendment clarified that the changes applied to role titles and not to pronouns generally.

1.2 A change to the Constitution would not preclude those chairing meetings of the Council choosing that they should be called by the title Chairwoman, Chairman or a gender-neutral title such as Chairperson or Chair should they so wish.

## **2.0 Consideration by Standards Committee**

- 2.1 This report was considered by the Standards Committee at its meeting on 18 November and the Committee made the following recommendation to Council:

“That the Standards Committee recommend to the Council the removal of gender-specific titles from the Constitution.”

## **3.0 Next Steps**

- 3.1 Council has final approval over changes to the constitution.

Contact Officer: Tim Howes, Corporate Director of Governance  
Reporting to: Madeline Homer, Chief Executive

### **Corporate Consultation**

**Finance:** Matthew Sanham, Financial Services Manager

**Legal:** Tim Howes, Corporate Director of Governance

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## **CHANGES TO COMMITTEES, PANELS AND BOARDS - 2020/21**

<b>Meeting</b>	10 December 2020
<b>Report Author</b>	Nick Hughes, Committee Services Manager
<b>Status</b>	For Information
<b>Classification:</b>	Unrestricted

### **Executive Summary:**

The Conservative Group wishes to change its nominations to a number of groups. These changes will be reported at the meeting.

### **Recommendation(s):**

None - the report is for information only.

### **Corporate Implications**

#### **Financial and Value for Money**

There are no direct financial implications from this report. However members allowances included in the annual budget are based on the existing structure and any increase in size or number of committees would require approval of the resulting increase in the budget.

#### **Legal**

The composition and allocation of membership of committees has been based on the relevant legislative requirements.

#### **Corporate**

There are no direct Corporate Implications

#### **Equality 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, sex, disability, race, sexual orientation, gender reassignment, religion or belief and pregnancy & maternity. Only aim (i) of the Duty applies to Marriage & civil partnership.

This report relates to the following aim of the equality duty: -

- To eliminate unlawful discrimination, harassment, victimisation and other conduct prohibited by the Act.
- To advance equality of opportunity between people who share a protected characteristic and people who do not share it
- To foster good relations between people who share a protected characteristic and people who do not share it.

## **Corporate Priorities**

This report relates to the following corporate priorities: -

- Communities

### **1.0 Introduction and Background**

1.1 This report serves as notification to the Council that the Conservative Group wishes to change its nominations to a number of committees, these changes will be announced at the meeting.

### **2.0 Nominations of Members to serve on Committees**

2.1 Members are reminded that Section 16 of the Local Government and Housing Act 1989 states that where the Council has determined the allocation to different groups of the seats to which the Act applies, it shall be the duty of the authority to give effect to a Group's wishes about who is to be appointed to the seats that they have been allocated. As such Council has no power to object to this change.

### **3.0 Recommendation**

3.1 None - this report is for information only.

**Contact Officer:** Nick Hughes, Committee Services Manager

**Reporting to:** Tim Howes, Corporate Director, Governance & Monitoring Officer

#### **Annex List**

*None*

#### **Background Papers**

*None*



## **Corporate Consultation**

**Finance:** Chris Blundell, Director of Finance

**Legal:** Tim Howes, Corporate Director, Governance & Monitoring Officer

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