



Date: 10 November 2021
Our ref: Cabinet/Agenda
Ask For: Charles Hungwe
Direct Dial: (01843) 577207
Email: charles.hungwe@officer.thanet.gov.uk

CABINET

18 NOVEMBER 2021

A meeting of the Cabinet will be held at **7.00 pm on Thursday, 18 November 2021** in the Council Chamber, Council Offices, Cecil Street, Margate, Kent.

Membership:

Councillor Ashbee (Chair); Councillors: Pugh, J Bayford, R Bayford, Kup and D Saunders

AGENDA

Item
No

Subject

1. **APOLOGIES FOR ABSENCE**
2. **DECLARATIONS OF INTEREST** (Pages 3 - 4)
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](#)
3. **MINUTES OF PREVIOUS MEETING** (Pages 5 - 6)
To approve the summary of recommendations and decisions of the Cabinet meeting held on 23 September 2021, copy attached.
4. **EVENT POLICY AND SUITABILITY OF EVENTS** (Pages 7 - 60)
5. **PROCUREMENT OF HOUSING SERVICE CONTRACTS** (Pages 61 - 66)
6. **PROCUREMENT OF WORKS AT CHURCHFIELDS** (Pages 67 - 80)
7. **MID YEAR REVIEW 2021-22: TREASURY MANAGEMENT AND ANNUAL INVESTMENT STRATEGY** (Pages 81 - 106)
8. **BUDGET MONITORING 2021-22: REPORT NO.2** (Pages 107 - 124)
9. **FEES AND CHARGES 2022-23** (Pages 125 - 184)

Item
No

Subject

10. **BUDGET AND MEDIUM TERM FINANCIAL STRATEGY 2022-26** (Pages 185 - 208)

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](#).

CABINET

Minutes of the meeting held on 23 September 2021 at 6.00 pm in Council Chamber, Council Offices, Cecil Street, Margate, Kent.

Present: Councillor Ash Ashbee (Chair); Councillors Pugh, J Bayford, Kup and D Saunders

In Attendance: Councillors Albon, Austin, Bailey, Bambridge, Boyd, Everitt, Fellows, Garner, Keen, Paul Moore, Ovenden, M Saunders, Savage, Towing, Whitehead and Yates

757. APOLOGIES FOR ABSENCE

Apologies were received from Councillor Bob Bayford.

758. DECLARATIONS OF INTEREST

There were no declarations of interest.

759. MINUTES OF PREVIOUS MEETING

Councillor Ashbee proposed, Councillor David Saunders seconded and Members agreed the minutes as a correct record of the meeting held on 31 August 2021.

760. FINANCIAL MANAGEMENT REVIEW

Members discussed the report on the financial management review. This report was driven by the need to update our finance and procedure rules, and to inform the replacement of our financial information system. Cabinet also considered the consultant's report that was attached as an annex to this item which set out the detail and outlined some positive aspects of the council's financial management approach as well as areas where improvements should be made.

This was an important matter that Members ought to consider in order to make the required improvements for managing the council's finances. The context in section 2 of the report explains how, in the past, the council had not always managed its finances in the best way. The report proposed better financial management controls to mitigate against financial impacts in the future.

Section 3 of the report lists the key findings of the review, all of which were recommended to Cabinet. Members welcomed the idea of increased budget reporting and approval of reserves, via reports to members, through the Section 151 Officer.

Cabinet recognised that some of these changes will take time, but Members were looking forward to working through the action plan with officers.

The following Members spoke under Council Procedure Rule 20.1:

Councillor Garner;
Councillor Austin;
Councillor Everitt;
Councillor Yates.

Councillor Saunders proposed, Councillor Kup seconded and Members agreed to note the report.

761. UPDATE ON COSTS OF GRIEVANCE AND DISCIPLINARY PROCEDURES

Members considered the update report that was referred to Cabinet by the General Purposes Committee. The first update report on the costs of our ongoing proceedings was presented to Cabinet on 8 June. Members requested to see regular updates on costs and were advised that GPC is the appropriate committee to have oversight of costs. GPC considered and noted an update report on costs on 25 August but also requested that the costs be reported to Cabinet.

The estimate of current future costs was based on the current known worst case scenario. Those costs have yet to be incurred, but obviously have to be identified and estimated. Those costs might change depending on the outcome of current proceedings.

Councillor Ashbee proposed, Councillor Pugh seconded and Members agreed to note the report.

Councillor Ashbee proposed, Councillor Pugh seconded and Members agreed to note the report.

Meeting concluded: 6.22 pm

Events Policy & Suitability of Events

Cabinet	18th November 2021
Report Author	Penny Button - Director of Neighbourhoods
Portfolio Holder	Cllr George Kup, Cabinet Member for Community Safety and Youth Engagement
Status	For Decision
Classification:	Unrestricted
Key Decision	No
Previously Considered by	Overview and Scrutiny - 26th October 2021
Ward:	All Wards

Executive Summary

This report details a review of the current Thanet District Council events policy, processes and proposes the revised Event Policy and introduction of the Suitability of Events document along with an update in fees and charges.

Events help to contribute to the local economy in Thanet. There were over 230 events organised in Thanet over the last few years (this is a reduced number due to the COVID 19 pandemic). These events help to promote the culture, build community spirit, and contribute to increasing visitors to the area.

These events included:

- Red Bull Quicksands
- Great Bucket and Spade Run
- Broadstairs food Festival
- Dickens Festival
- Kite Surfing Championships
- Margate Festival

The updated policy will enable organisers to understand the events process, giving them guidance and support when organising events in Thanet. The policy outlines the importance of safety, identifying that events need to be covid-19 compliant, and that organisers need to be thinking about reducing carbon emissions in line with the climate emergency called by TDC in 2019.

TDC will also include workshops for event organisers and other training and learning opportunities.

The new fees and charges establish a clear charging framework to ensure that the costs of hiring council land is transparent from the beginning of the process.

Recommendation(s)

Cabinet is asked to agree the following recommendations:

1. The adoption of the events policy to include the Suitability of Events document and new fees and charges;
2. That TDC liaise with Town Councils and Margate Trustees informing them of events happening locally (see pg.3, Paragraph 4, Point ix in the events policy)

Corporate Implications

Financial and Value for Money

Events play a key role in providing economic benefits to the area of Thanet. Events help to boost the visitor economy. Over the last few years, events have helped to support the visitor economy and have attracted tourists to the area.

The tourism economy in Thanet as of 2018 was worth £319 million with a rise of 4.2 million tourists in 2017 (Thanet District Council, 2019). The total number of jobs rose to 7,950 with tourism accounting for 19% of all jobs in the Thanet District.

These documents will provide a clear framework of events processes and procedures for both the event organiser and Thanet District Council.

Events incur costs to Thanet District Council in officer time, resources used and additional services provided. We offer a clear outline of the costs and organisers will be charged when using Thanet District Council Services.

New fees and charges will be put in place for the new budget year 2021/2022, which will implement an increase in land hire.

Legal

Thanet District Council has a duty of care to ensure that events are managed safely and that all the relevant departments and agencies are working effectively in partnership to achieve this.

Within the Events Policy, it lists legislation and guidance that is relevant to the event process, however, this is not an exhaustive list.

Through the internal consultation of the Policy, Legal Services has reviewed and commented on the Draft Events Policy and suitability of events document.

Due regard must be had to the Public Sector Equality Duty generally and in relation to the implementation of changes to fees and charges.

Corporate

Agenda Item 4

These documents are an updated version of the previous events policy to ensure it is now inline with new guidance and world issues.

The policy reflects Thanet District Council's core business objectives:

Growth - We will continue to ensure we work to consider new ways to generate income and invest our current resources. Delivering a Council that is financially strong to discharge its services and invest in the growth of the District.

By encouraging communities, organisations and businesses to hold events in Thanet. These events encourage the growth of the local and visitor economy.

Environment - Having a clean and well-maintained environment remains important to us. We will be clear with our residents on what we will do and what our tasks of residents are – cultivating a shared responsibility approach. Delivering a clean and accessible living environment, maintaining an emphasis on prevention but where necessary we will use an enforcement approach.

The events policy asks event organisers to think about their carbon emissions providing a template document (Climate Change Impact Assessment Form) within the events application pack. The policy aims to offer event organiser support and additional learning about their climate change responsibilities identifying how we can work together to create a better environment. The policy also outlines the organisers and TDC responsibilities to keep event sites clear.

Communities - Through effective partnership working with both the public sector agencies and the community, we will provide leadership and direction across the District and the region to ensure everyone is working to the same goal. Delivering high-quality housing, safer communities and enhancing the health and wellbeing of our residents.

Working with partners to help encourage events that benefit local communities. Permitting a variety of events that help people to make informed lifestyle choices by engaging in a broad range of sports, leisure and coastal activities within our communities and ensuring that they are organised safely.

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.

The Council encourages diversity and equality in all events organised in Thanet through working with a diverse range of event organisers. The Council aims to ensure that those from a variety of cultures and backgrounds are given equal support so they can deliver a wider range of multicultural events that help to promote community cohesion and encourage equality.

The events policy will support events in Thanet ensuring that they contribute towards The Council's equality duties, which are; Eliminate unlawful discrimination, harassment, victimisation and other conduct prohibited by the Act, Advance equality of opportunity between people who share a protected characteristic and those who do not; and Foster good relations between people who share a protected characteristic and those who do not.

TDC aims to do this by encouraging events that celebrate different cultures giving people a greater understanding. Removing or minimising disadvantages suffered by people due to their protected characteristics.

Taking steps to meet the needs of people from protected groups to participate in public life or in other activities where their participation is disproportionately low.

An equality Impact Assessment was undertaken. Please see annex 5.

CORPORATE PRIORITIES

This report relates to the following corporate priorities: -

- Growth
- Environment
- Communities

1.0 Introduction and Background

1.1 Thanet has a popular events calendar with new events being introduced year on year.

1.2 The events sector is an important part of the regeneration of Thanet with the introduction of larger events that give the area a higher profile i.e; Red Bull Quicksands and Turner Prize. This aims to be the start of changing the process for the better. We aim to introduce a refreshed events policy, supporting documentation and the implementation of a new online event process by 2022. We hope to boost the profile of events and encourage more people to want to organise events within their communities.

- 1.3 Thanet District Council aims to support events as they contribute to the culture and heritage of Thanet and positively impact the economy. We look to introduce additional learning opportunities for event organisers and work with partners and agencies to ensure that all events held in Thanet are safe for the public. TDC will provide documents that guide organisers from start to finish of event planning.
- 1.4 The updated documents hope to streamline the process and reduce the number of documents making the process more user friendly and efficient. After conducting a benchmarking exercise we were made aware that the prices for hiring land needed to be adjusted as TDC recognises that events do bring a cost. The event process includes land hire costs to help with the upkeep of the land as they are subject to wear and tear.

2.0 Why the changes need to be made

- 2.1 The documents have been created to make improvements to support event organisers and ensure the process is easily understandable. The changes have been made due to feedback received from event organisers during debriefs, from officers attending the Kent Safety Advisory Group and discussing with other Kent councils how their events processes work. It has been identified that the process is currently out of date and event organisers would benefit from an updated process.
- 2.2 The policy provides information on what to expect from TDC, while identifying the terms and conditions they are expected to follow when hiring council land. In order to support the policy, we have reviewed and implemented new event application templates to give organisers detailed information when planning an event. We felt it was important to include the recent climate change emergency that TDC called for in 2019, so that event organisers start to think about how to offset their carbon emissions and encourage carbon zero events by 2030. TDC is also in the process of implementing an online events process where organisers can directly interact with the Safety Advisory Group.
- 2.3 Key changes that the policy brings include:
- Including terms and conditions that event organisers need to agree to at the start of the application process
 - Introducing information on carbon zero events and supporting organisers with information on how to reduce their environmental impact
 - Establishing refreshed fees and charges schedule based on the type of land hired as well as the type and size of event.
 - Updated event sites identifying the areas owned by TDC to be used for local events.
 - Removing beaches from the event site list to ensure wildlife and the environment is protected or only allowing the use of beaches in the off season
 - TDC to inform parish councils of local events
- 2.4 The revised fees and charges schedule is based upon everything that TDC will need to charge to cover costs, ensuring that they are not detracting from other services being provided. The charges will no longer be based on the type of site, and will now be based on the size and type of event.

2.5 The following examples show the change in costs of an event currently and the proposed:

Example	Pre policy	Post Policy
<i>Community 1 day event</i>	Standard site: £51 Premium site: £76	Small: 51 Medium: £76 Large: £152 Major: £304
<i>Commercial 1 day event</i>	Premium Site: £325 Standard Site: £225	Small: £225 per day Medium: £325 per day Large: £725 per day Major: £1025 per day
<i>Enthusiast 1 day event</i>	Premium Site: £155 per day Standard Site: £105 per day	Small: £155 per day Medium: £225 per day Large: £425 per day Major: £625 per day
<i>Charity 1 day event</i>	<u>National Charity</u> Premium Site: £ 155 Standard Site: £105 <u>Regional Charity</u> Premium Site: £102 Standard Site: £77	<u>National Charity</u> Small: £106 per day Medium: £156 per day Large: £206 per day Major: £306 per day <u>Regional Charity</u> Small: £78 per day Medium: £103 per day Large: £153 per day Major: £253 per day
<i>Active Recreation</i>	No land hire charged	No land hire charged
<i>Armed Forces</i>	No fees charged	No fees charged

3.0 Options

3.1 Agree the adoption of the events policy. The events policy needs refreshing due to it being written in 2016. TDC needs to ensure events documents are streamlined and easy for organisers to understand and use. As well as being updated with current world issues such as the recent pandemic and the climate change emergency.

3.2 Agree to not adopt the events policy.

3.3 Propose changes and agree adoption of the events policy.

Contact Officer: *Elle Sutton (Community Officer)*

Reporting to: *Penny Button (Director of Neighbourhoods)*

Annex List

<i>Annex 1</i>	<i><u>Draft Events Policy</u></i>
<i>Annex 2</i>	<i><u>Suitability of Events</u></i>
<i>Annex 3</i>	<i><u>Fees and Charges</u></i>
<i>Annex 4</i>	<i><u>End of Consultation Document</u></i>
<i>Annex 5</i>	<i><u>Equality Impact Assessment</u></i>

Corporate Consultation

Finance: Gregg Duggan - Finance Manager

Legal: Judith Woodward - Senior Lawyer (Contracts & Procurement)

This page is intentionally left blank



Events Policy Terms and Conditions

2021 -2024

Agenda Item 4

Annex 1

Introduction	2
Purpose and Scope	2
Carbon Neutral Events	2
Objectives	2
Terms and conditions	3
Your Proposed Event (please complete all fields)	3
Fees and charges	8
Additional Resources	10
Land Hire	10
Events on Private Land	11
Cancellations and Refunds	11
Enforcement	12
Monitoring and Review of the Policy	12

1. Introduction

Thanet District Council ('TDC' or 'the Council') is committed to enabling events that contribute to our vibrant culture, coastal environment and economy by working with event organisers, partners and agencies to provide a variety of safe and enjoyable events.

2. Purpose and Scope

This Policy outlines the events procedure implemented by TDC which includes, but is not limited to; all events being held on public land, events in the Thanet District on private land requiring input from the Safety Advisory Group (see pg.6), and all events involving road closures in Thanet.

3. Carbon Neutral Events

TDC called a climate emergency in 2019 due to the extreme levels of carbon dioxide in the atmosphere caused by human activity. Following this, we are reducing our greenhouse gas emissions, aiming to become net carbon zero by 2030. This is important to avoid massive climatic changes which will result in surface water flooding, sea level rise, heat waves and drought in Thanet. These events will cause massive disruption to life as we know it and so it is important that we act now.

The climate emergency will be embedded into our policies and, as part of this, everyone we work with will be asked to consider their carbon footprint including those who organise events in the district.

4. Objectives

Thanet District Council will:

- i. Ensure all events that take place on TDC land are safe and well organised
- ii. Offer advice and guidance and/or signpost organisers to relevant organisations, funding sources, promotion, toolkit, training and resources
- iii. Make information available e.g application forms, template documents
- iv. Guide how we work with partners through The Safety Advisory Group (SAG). Offer advice to event organisers in respect of their responsibilities to ensure the health and safety of staff, participants and the public attending their Event.
- v. Provide information about TDC owned event venues for hire and how we make our assets available for the use of public events.
- vi. Ensure that any detrimental effects that the hosting of events in the Thanet district may have, are minimised.
- vii. Provide a clear charging policy with a defined scale of fees and charges for hire of public land, and review fees and charges for events annually as part of Thanet District Council's wider review of fees and charges.
- viii. Provide advice on what activities produce greenhouse gas emissions and will suggest various actions that the event organiser can choose from to reduce their carbon footprint.

- ix. TDC liaise with Town Councils and Margate Trustees informing them of events happening locally

5. Terms and conditions

Please ensure you read this document prior to submitting an application. It must be completed, signed and returned along with your application documents. TDC reserves the right to amend these conditions at any time.

The following conditions must be adhered to when hiring land from Thanet District Council. Please read and complete and return to: events@thanet.gov.uk

Your Proposed Event *(please complete all fields below)*

Event Name				(The Event)
Event Date(s)	Start		End	
Build Date(s)	Start		End	
De-Rig Date(s)	Start		End	
Location(s)				(The Venue)

All applications for hire of Thanet District Council land must be made by completing the Event Notification Form, submitting the application pack along with a signed copy of the Events Policy. The person making the application will be deemed to be the responsible Hirer; where an organisation is named, that organisation also shall be considered the Hirer and shall be jointly and severally liable with the person who signs the documents. The application only becomes a booking when it is formally confirmed by Permission to Occupy given by the Events Officer from time to time of TDC (or their authorised representative) ('the Officer'), in writing. Thanet District Council reserves the right to refuse any application at its absolute discretion.

a. Early Information and Notification

When putting on an Event in the District, event organisers are required to submit an [Event Notification Form](#) (ENF) and supporting documents; payment of event application fee is required a minimum of 14 weeks prior to the proposed Event. **This does not confirm the booking of the site.**

b. Timescales

TDC reserves the right to reject an event application where these timescales are not adhered to, and/or where there is significant information missing from the application. Should the event organiser not comply with timescales resulting in the Event not going ahead, TDC will not be liable for any costs paid out by the organiser in preparing for the Event.

Failure to submit the required event documentation will result in the Council refusing the request to hire the land.

Size of event	Application Process	Application Deadline	Assessment/Review
---------------	---------------------	----------------------	-------------------

Agenda Item 4

Annex 1

Small 0-499	Event Application pack to be completed: Site Map, Event Management Plan, Risk Assessment, Evidence of Public Liability Insurance, Medical Checklist, Waste Management Plan, Climate Change Impact Reduction form. Other plans may also be relevant depending on the event.	At least 14 weeks before the proposed event date	Applications will be electronically reviewed by TDC and SAG (as defined on page 6)
Medium 500-999	Event Application pack to be completed: Site Map, Event Management Plan, Risk Assessment, Evidence of Public Liability Insurance, Noise Management Plan, Traffic Management Plan, Signage Schedule, and Medical Plan, Waste Management Plan, Climate Change Impact Reduction form. Other plans may also be relevant depending on the Event.	At least 14 weeks before the proposed event date	Applications will be electronically reviewed by TDC and SAG - New events to the District will require a SAG meeting and debrief
Large 1000-4999	Event Application Pack to be completed: Site Map, Event Management Plan, Risk Assessment, Evidence of Public Liability Insurance, Noise Management Plan, Traffic Management Plan, Signage Schedule, Crowd Management Plan, Medical Plan, Waste Management Plan, Climate Change Impact Reduction form. Other plans may also be relevant depending on the Event.	At least 8 months before the proposed event date	Applications will be electronically reviewed by TDC and SAG - Will require a SAG meeting and debrief
Major 5000+	Event Application Pack to be completed: Site Map, Event Management Plan, Risk Assessment, Evidence of Public Liability Insurance, Noise Management Plan, Traffic Management Plan, Signage Schedule, Crowd Management Plan, Medical Plan, Waste Management Plan, Climate Change Impact Reduction form, Evacuation Plan, Lost Child Policy, Safeguarding Children and Vulnerable People Policy, Evidence of Food Registrations and Hygiene Certification	At least 12 months before the proposed event date	Applications will be electronically reviewed by TDC and SAG - Will require a SAG meeting and debrief

NOTE - If you are organising an Event where the military are involved, you need to link in with them to confirm that they have notified the police using a Public Military Event (PME) form at least six weeks in advance of the proposed Event.

The Policy does not contain all stages of the application process, please refer to [Organising an Event](#) located on the TDC website.

c. Licences, permits and other permissions

The Hirer shall undertake responsibility for obtaining any additional permissions, consents or licences required for the Event and to submit copies, if requested, to TDC, and where necessary this shall include appropriate insurance (including minimum £5 million public liability) for other users of the said venue which are not covered under the Hirer's insurance.

Performing Right Society - The Hirer must advise the Performing Rights Society of any musical performance at the Event including live and recorded music.

Agenda Item 4

Annex 1

Filming - The Hirer may not carry out, allow or permit to be carried out any professional photography, filming, video recording, taping, television, radio broadcasts or any other recording of any kind during the hire period without an [approved filming permission](#).

Commercial Traders - No commercial traders will be permitted to trade at the Event without the prior written consent of TDC.

Alcohol - No intoxicating liquor shall be taken into the venue by the Hirer or anyone on behalf of the Hirer or by any other person attending the Event unless previously agreed by TDC (in writing).

Collections and Lotteries - No collections (whether for charity or otherwise), games of chance, sweepstakes, sale of programmes, raffles or lotteries or gambling of any kind shall be conducted at the venue without prior consent from TDC (in writing). The Hirer must ensure that they have appropriate permission and licences, contact licensing@thanet.gov.uk.

d. Health and Safety

The Event must comply with the Health and Safety at Work Etc Act 1974, the Environmental Protection Act 1990, the Food Safety Act 1990, legislation or guidance as a result of the coronavirus pandemic and all other relevant statutory provisions in force from time to time.

The Hirer must undertake risk assessments for the Event and to ensure that all participants and contractors comply with all relevant health and safety legislation, and any other guidelines relevant thereto at all times during the Event and while accessing, vacating, preparing and clearing the venue for the Event. The Hirer agrees to risk assess and record any revised arrangements.

The Hirer must ensure that the Event is covid secure and a covid compliant risk assessment is undertaken, with the correct measures in place that comply with legislation and guidance at the time of the Event.

Where appropriate, the Hirer shall provide First Aid services at the venue for the duration of the Event and demonstrate an adequate plan is in place to deal with emergencies which may occur.

The maximum number of persons to be admitted to the venue or the part thereof being hired during the hire period is not to exceed the recommendations of SAG or emergency services. TDC reserves the right to fix a maximum limit for the number of persons attending, and the Hirer shall comply with any maximum number imposed.

Fun Fairs - In circumstances where the TDC has agreed that the venue shall be used for a small scale fun fair then the Hirer shall;

- a) Supply full details of all sideshows and rides prior to any permission being granted and shall comply and ensure that the operators of the rides comply with current guidance by the Health and Safety Executive, and all other statutory bodies.
- b) Ensure that each ride has a valid Independent Safety Certificate, details of which shall be produced to the Officer for inspection prior to the ride or equipment being operated

Food Safety - The Hirer will submit full details of all food traders taking part in the Event to the Officer prior to the Event taking place and failure to do so may result in a food trader not being permitted on TDC land.

Agenda Item 4

Annex 1

Lighting - Where the venue is to be used during the hours of darkness then the Hirer will provide lighting to cover all areas to which the public are admitted or have access, provided that all lighting temporarily erected at the venue shall be angled not to shine into any window of neighbouring properties thereby not causing any nuisance or annoyance to the occupiers therein.

e. Animals

No animals will be admitted onto Council land (except guide dogs), unless specifically approved by the Officer, in writing. The Hirer shall not permit or suffer any live fish, animal or bird to be offered or given as a prize in any raffle or competition, whether of skill or otherwise. No animals will be permitted in the following circumstances; as part of any circus or when used to attract an audience for profit.

f. Advertisements

To ensure that all event publicity signs/posters are displayed in accordance with the Town and Country Planning Act 1990 and the Town and Country Planning (Control of Advertisements) Regulations 2007 (both as amended or re-enacted from time to time). No flags, emblems, decorations, posters or advertisements shall be displayed inside or outside the venue without the previous written consent of the Council. Flyposting (the display of advertisements in contravention of the advertisement control regulations) is an offence incurring liability to a fine. Any Hirer wishing to display posters must first consult the District's Planning Team to find out whether consent is required, and to obtain and comply with the terms and conditions of all such consents required.

g. Waiver of showmans guild established rights

The Hirer shall waive any established rights under the rules of the Showman's Guild which the Hirer has or which the Hirer may accrue as a result of the hire of the venue and/or any other past or future Event held within the district of Thanet.

h. Car parking

The Hirer shall not permit or allow cars or other vehicles to be driven over or parked on the Venue other than those previously agreed with the Council (in writing).

i. Safety Advisory Group (SAG)

The Safety Advisory Group (SAG) will give feedback and advice on all applications. The SAG will respond with their comments a minimum of 4 weeks prior to the date of the event. The Kent SAG is a multi-agency group which works together to provide advice on policy across Kent. SAG works in partnership with the Kent Group but specifically focuses on events across Thanet.

SAG comprises representatives from Kent Police, Kent Fire and Rescue Service, NHS, KCC Highways Agency, East Kent Hospital University Trust, Health and Safety, South East Coast Ambulance Service (SECAMB), RNLI and Coastguard, as well as relevant local authority departments. Representatives of SAG are responsible for ensuring decisions are formally taken by their respective organisations, where necessary, as SAG is only an advisory body.

SAG reviews events on both council and private land. Depending on the size and nature of the event an organiser may be invited to attend a SAG meeting to discuss their

Agenda Item 4

Annex 1

documentation and event proposals and answer scrutiny questions of the procedures and policies they have put in place for their proposed Event.

Once SAG members are confident in the safety of the Event and are satisfied all relevant documentation has been completed and submitted as required, agreement for the Event to be held may be granted.

j. Indemnity and Insurance

All Events held on TDC land will need public liability insurance (PLI). The Hirer must provide TDC with evidence of PLI of not less than £5million (or such higher sum as may be notified by TDC) covering the Event. It is the responsibility of the Hirer to ensure that they obtain and inspect evidence of PLI policies from any and all other site users/additional participants/parties, to the same value prior to the Event date. The Hirer must not do anything that will or might constitute a breach of any statutory requirement affecting the Venue or that will or might wholly or partly vitiate any insurance effected in respect of the Venue from time to time.

PLI provides cover for legal liability of the insured party in respect of a claim from a third party for property damage, death, injury and illness.

The Hirer shall indemnify TDC against all losses, claims, proceedings, demands, costs, charges, expenses and damages whatsoever or howsoever arising out of or in connection with the use of the venue under the provisions of any hiring permission granted, unless due to any act or neglect of TDC.

The use of the venue or any part thereof is entirely at the risk of the Hirer who shall be liable for any claim in respect of:

- a) Personal injury or death arising out of the booking except to the extent that the same is due to any act or neglect of the Council or any person for whom the Council is responsible;
- b) Loss of or damage to property whether real or personal and whether belonging to the Council or otherwise.

Any claims that arise due to failure to comply with covid guidelines at the time of the Events will be the responsibility and liability of the Hirer, and not TDC.

k. Agreement

All Events taking place on TDC land require permission from the TDC in the capacity of the land owner. This may only be granted once SAG has reviewed and approved all documentation required by TDC to be submitted by the organiser.

The Hirer must ensure that the person or persons signing this document on behalf of the organisation have the legal entitlement and authority to do so. In the majority of cases, the following guidelines apply:

Organisation Type	
Registered Charity	Signatories dependant on the charity's constitutional documentation
Registered Company	Two signatures are required and can be two directors, or a director and the Company Secretary

Sole proprietor	Signature of the sole proprietor
Town and Parish Councils	Signatories dependant on the individual council's constitutional documentation
Community Groups	Signatories dependant on the group's constitutional documentation
Individual/Group of Individuals without constitutional documentation	To be agreed on a case by case basis

l. Evaluation

A vital part of any Event is to carry out an evaluation reviewing the planning, organisation, delivery and success of the Event. The TDC Events Team will monitor all events to ensure compliance with the Policy.

m. Event Debriefs

Event debriefs can be carried out in a variety of ways; verbally at a site visit, a telephone conversation, through written feedback, at a formal debrief meeting with officers from relevant departments and, in some instances, members of SAG to review the Event, give feedback and raise any concerns, to discuss improvements for any future Events. Debriefs will occur within 2 months of the event occurring.

6. Fees and charges

The payment of the Hire Charge, Additional Charges and any Deposit must be made in full [28] days prior to the commencement of the hire period. If payment is not received the TDC reserves the right to cancel the booking with immediate effect. For Events with payment already outstanding, TDC refuses to take further bookings.

a. Application Fee

The application fee includes access to support from our officers and covers administration time for processing an Event throughout its Event Journey.

b. Deposit

The Deposit must be paid to the TDC no later than [28] days prior to the commencement of the hire period and shall be held on trust by TDC throughout the duration of the Event.

Following the conclusion of the Event the deposit (less any deductions made in accordance with paragraph iii below, and without interest thereon) shall be repaid / returned to the Hirer within 60 days after the Event has concluded.

In the event of any damage or loss whatsoever being caused or incurred to;

- i) The venue, which shall include malicious damage, unintentional loss (e.g. the loss of keys) and other such similar incidents; and/or*
- ii) The land and or any adjoining land owned by TDC, as a direct result of the Hirer's occupation and or use of the venue, land and or adjoining land; then*
- iii) TDC shall at its sole discretion and in all cases acting reasonably be entitled to use the deposit to offset the cost of repairing, reinstating and or*

Agenda Item 4

Annex 1

undertaking any works required to return these areas to the same condition that they were in prior to the commencement of the Event, and to recover from the Hirer all additional sums required in excess of the deposit. Any such additional cost shall be a debt due from the Hirer to TDC and recoverable by action.

c. Land Hire

It is TDC policy to charge for the hire of TDC land for the purpose of an Event, based on the nature of the Event being held. Events using multiple spaces may be charged different fees, as the Events may use the sites for different purposes. For guidance on how fees and charges are calculated and what the fees cover, contact the Events Team. The Hirer must undertake acceptance of any liabilities for loss or damage of any equipment or materials made available by TDC.

Loss and damage - Nothing shall be driven into or fixed or fastened to any part of the venue or its furniture or fittings or equipment unless agreed by TDC in advance (in writing) and the Hirer shall take every precaution to avoid damage. The Hirer shall pay TDC on demand for the cost of repairing or making good any damage to the venue or any part thereof (fair wear and tear excepted) arising out of or incidental to the hiring or for the loss or damage of any equipment included in the hiring. Any heavy equipment to be used within the venue must be identified on the application. No other heavy equipment may be used. The Hirer shall ensure that any vehicle, generator or ride specially permitted on an area must have satisfactory measures in place to contain discharge of fuel or grease.

Keys - The Hirer must return all keys (if any) to the Council on the next working day following the Event.

Site Visits - TDC reserves the right to allow officers of TDC, authorised staff, police and fire brigade officers free ingress and egress to all parts of the venue, before, during and after the hiring period, to conduct site visits. Instructions must be given by the Hirer for their admission e.g. informing stewards and security that they have permission to access the site. The Hirer, their staff, volunteers and agents shall during the hiring and during such other times as they or any of them shall be in the venue comply with all reasonable requirements of the Officer and of the other officials referred to herein.

Responsibilities - No hiring may start until the Hirer or a responsible person within the organisation is in attendance. The Hirer is responsible for:

- a) The administration, organisation, control, management and running of the Event
- b) Keeping the venue clean and tidy and ensuring that the venue is regularly litter picked during the Event
- c) Leaving all premises, including outside facilities, in a clean and tidy condition
- d) Having appropriate and sufficient stewards and officials to fulfil these conditions
- e) Supervision and control of event participants, officials, visitors and spectators

Event suitability - In all cases the Event must be suitable for family audiences and/or participants. In all cases, organisers of the Event must ensure that it will not cause discrimination (either directly or indirectly) or disadvantage and that equality issues have been taken into consideration in the preparation of the Event. Please see [TDC's equality statement](#). To find suitable venues please read the [Suitability of Events document](#).

7. Additional Resources

Additional charges may be required for licensing, road closures, waste management, building control, electricity and water depending on the size, type and nature of the Event. Any unpaid fees or charges will mean future Events will not be permitted by that organisation until the debt has been settled. The fees and charges for additional resources are provided in the application pack. Where TDC is unable to offer the land requested or any additional resource e.g. toilets, waste management or electricity due to an unforeseen circumstance Thanet District Council can and may refuse to offer this resource to an event organiser.

a. Waste Management

All event organisers are responsible for the clearing of the site after the Event as well as any litter that has spread from the site to the surrounding areas as a direct result of the Event. All waste should be disposed of by a professional waste management company if not TDC. The Hirer to undertake responsibility for reinstatement and cleaning of the venue if required following the Event and removal of the Hirer's furniture equipment goods and chattels following the Event.

b. Toilets

Event organisers are responsible for supplying adequate toilet facilities for the Event, guidelines are set out in the [Purple Guide](#) which offers health and safety guidance when planning an Event. Public toilet hours can be extended but the condition of the toilets will be the responsibility of the event organiser and hire will be at an additional charge from TDC. The Council reserves the right to require the Hirer to provide at the Hirer's own expense temporary sanitary facilities as deemed reasonable.

8. Land Hire

Thanet District Council offers a number of sites for Events; however, the suitability of these sites vary depending on the Event you wish to hold. This will be based on appropriate use, maximum numbers and the size of the site. If you wish to use a site which is not listed for a 'one off' Event this will need to be agreed (in writing) with the TDC Estates Team prior to submission of the Event Notification and the hire of the land will be charged at the **standard rate** for your event category and size (please see [Suitability of Events document](#)).

Unless otherwise agreed and stated in the Permission to Occupy issued by the Officer, the Event must cease at the agreed times and all clearing up operations must be completed by the end of the hire period. The property of the Hirer and the Hirer's agents must be removed at the end of the hire period and TDC accepts no responsibility for any property left on, at or within the venue.

The right to use the facilities or equipment hired is not transferable and the accommodation or facilities hired shall not be used for any purpose other than that specified on the application form. The booking shall be personal to the Hirer and the right to use the venue shall not be sublet, assigned or otherwise transferred unless prior written consent has been obtained from TDC.

TDC reserves the right at its absolute discretion to refuse admission to or evict any person from Council land that does not have permission to be there.

Consent for chattels (an item of property, a personal possession) - The Hirer must not bring any furniture equipment goods or chattels onto the venue without the prior written consent of TDC, except as is strictly necessary for the exercise of the permission to carry out the Event which is the subject of the land hire application.

Nuisance - The Hirer must not use the venue in such a way as to cause any nuisance, damage, disturbance, annoyance, inconvenience or interference to the venue or any adjoining or neighbouring property or to the owners/occupiers or users of any adjoining or neighbouring property and not to do or permit to be done on the venue anything which is illegal or immoral.

9. Events on Private Land

TDC's primary concern with events held on private land is public safety. Event organisers are encouraged to adopt good practice and to submit documentation and the Events Team at TDC will circulate the information to SAG, for feedback. The application should comprise, as a minimum, the Event Notification Form, Event Management Plan, Risk Assessment, Site Plan and evidence of PLI. We would recommend that event organisers fill in and submit Event Notification of their Event on private land if the Event meets any one or more of the following criteria:

- i. Event is categorised as a major event and is new to the District
- ii. The Event is of an unusual nature, or comprises elements or locations which could be deemed high risk to participants or the public.
- iii. The Event is to take place over a number of days
- iv. Event requires a Temporary Events Notice and the Event is in a public setting.
- v. Event includes the provision of catering outlets and/or trade stands and is in a public setting.
- vi. The event organiser would like advice from the Safety Advisory Group.

10. Cancellations and Refunds

In the case of a cancellation of a booking, the Hirer shall inform the TDC at the earliest opportunity to enable the Venue to be hired by another party. Cancellation must be made in writing to the Events Officer. TDC requires no less than 14 days' notice (in writing) and the event organiser must have a strategy in place to communicate this through a variety of channels. In the situation of an Event being cancelled by the Council or the Hirer, the Application Fee is non-refundable. TDC accepts no responsibility due to cancellation or closure of an Event.

TDC reserves the right at any time to close or prohibit the use of the venue at its discretion. TDC will not be liable for any loss or expenditure incurred by or on behalf of the Hirer or by or on behalf of any other person arising from the exercise of this discretion or from the cancellation of any booking by TDC. TDC will refund such fees as it considers reasonable in the circumstances.

TDC has the right to cancel the hiring and to recover from the Hirer the amount of any loss resulting from such cancellation if the Hirer shall have offered or given or agreed to give to any person any gift or consideration of any kind or committed any offence under the Bribery Act 2010 or Section 117(2) of the Local Government Act 1972.

TDC reserves the right, at its sole discretion, to cancel any Event booked on TDC land due to poor weather, unsuitable ground conditions, non-receipt of the required paperwork or exceptional unforeseen circumstances. If it is a wet season, the hirer may be given two weeks' notice from TDC that they will not be able to use the site. In these circumstances, TDC is not responsible for any costs that the organiser may already have incurred or committed to in preparing for the Event.

If we are notified prior to the Event with reasonable notice, where an Event is cancelled due to circumstances beyond the Event organiser's control e.g. adverse weather conditions and natural disasters, TDC may offer a refund of the hire fees, additional service costs and any deposit at its sole discretion but this will only be paid if the costs TDC has incurred are covered. The days in which the Event is non operational e.g site build and site derig days, would also be taken into consideration in these circumstances. TDC will be covering their full costs that they may have to incur to date or things they have had to put in place to assist cancelling the Event.

11. Enforcement

TDC reserves the right to check that an event organiser is managing an Event in accordance with the event plans submitted and the terms and conditions of land use granted under the terms and conditions or Permission To Occupy, where the Event is held on TDC land. Breach of these agreements based on a TDC inspection or a substantiated complaint from a third party will provide grounds for the TDC to be able to refuse permission for an event organiser to hold the same Event in subsequent years and/or other Events on TDC land.

The Hirer shall observe any rules and regulations TDC makes and notifies to the Hirer from time to time governing the Hirer's use of the Venue. Where there is a breach of the terms and conditions contained within the Events Policy or the Permission to Occupy, TDC may choose to take legal action to enforce these contractual rights. TDC has statutory powers that can enable it to immediately stop any Events on its land where there is (or is reasonably considered to be) an imminent or substantial risk to public safety. The Hirer in any way to impede TDC, or its officers, servants or agents in the exercise of their rights or the Council's possession and control of the venue and every part of the venue.

12. Monitoring and Review of the Policy

This Policy may be refreshed on an annual basis and shall be reviewed on a three yearly cycle. Minor alterations to the Policy can be approved by the Director of Operational and Commercial Services in consultation with the Cabinet Member responsible for Operational and Commercial Services. Any substantive alterations to the content of the Policy will be approved by Cabinet.

The policy will be adapted every 5 years to reflect the climate change emergency called by the Council in 2019. As event organisers start to understand how to calculate their carbon footprint by 2025 the Council will ask for carbon offsetting to be compulsory by 2025.

An Equality Impact Assessment will be completed if the subject of a revision to this Policy has relevance to the Equality Act 2010 which protects people from the discrimination in the workplace and wider society.

Agenda Item 4

Annex 1

The Council reserves the right to vary the content of these conditions at any time.
All references in these Conditions to 'writing' shall include communications by email.

If any of the terms, conditions or other TDC requirements listed above are contravened or not complied with in full, then the hire of Council land/property will not be granted.

Name (printed)	
Signature	
Date	
Position in Organisation	
Address	
Telephone	
Email	

If you have any queries regarding completing this form please contact The Events Team at Thanet District Council
Email: events@thanet.gov.uk or telephone 01843 577735

Please keep a copy of these Conditions of Hire for your own records.

Suitability of Events

Thanet District
Council

How we make decisions on Suitability?

a. Criteria

Thanet District Council ('TDC' or 'the Council') takes into account many factors during the decision making process for events on Council land:

- i. To ensure fair use of sites, the Council will look at the event proposal and take into consideration the nature of the event, suitability of the site and the proposed date.
- ii. In most circumstances, the TDC will operate a first come, first served policy when it comes to reserving and granting permission to occupy for events on Council land. In the instance of multiple requests for an event location, the Council will consider the following:

Factors TDC Consider	
Size	TDC will consider whether the size of each event is suitable for the area the organiser wishes to hire
Strategic fit	TDC will assess the suitability of the type of event, the event site, and external environment
Established event	If the event has established itself on this site, and has used the site previously on multiple occasions
Historical performance of event	TDC will review events and if the external environment has been affected due to complaints, disturbances, litter/waste etc. after each event has finished
Existing Events	New events need to consider existing events and the site usage when proposing a request.

b. Venue Suitability for Events

Thanet District Council has a range of parks, open spaces of which many host a wide range of commercial and community events throughout the year. Each of the sites in the area offer different facilities and experiences for audiences. There is a list of potentially available sites that you will find on the [TDC website](#).

When planning an event, Event Organisers need to consider the venue in relation to:

- i. Size
- ii. Facilities
- iii. Location
- iv. Audience footfall
- v. Environmental effect/impact

Agenda Item 4

Annex 2

The hirer must at all times take good care of the venue and will be responsible for any damage to:

- i. any part of the venue or
- ii. any equipment or other property of the Council within the venue or in the area surrounding the venue, whether by the hirer, event participants or other associated persons or contractors.
- iii. If it is a wet season, an Event Organiser may be given **two weeks' notice** from TDC that they will not be able to use the site. This condition is included in the [Event Policy Terms and Conditions](#).
- iv. On certain high usage sites, events will be spaced out with two or three weeks in between enabling the surface to recover.
- v. If an event is on a highway then Kent County Council will grant permission on the condition that the Event Organiser completes and provides the correct documentation to Thanet District Council, and that this is approved.

c. Event Venues

The following venues are designated Event Sites by TDC. Further information about each site can be found on the [TDC website](#). These are the Council sites in Thanet that can, in principle, be used for events

Town/Village	Address - Click to view	Type of Event
Ramsgate		
Government Acre	Government Acre, Royal Esplanade, Ramsgate CT11 0HE	Small to large Enthusiast, Charity, Commercial, Community, Active Recreational and Fun Fairs.
Ramsgate Harbour/Pier Yard/Turning Circle	Ramsgate Royal Harbour, Ramsgate CT11 9RN/Clock House Pier Yard, Harbour Parade, Ramsgate CT11 8LS/Turning Circle, Harbour Parade, Ramsgate CT11 8LP	Small to large Enthusiast, Commercial, Community and Fun Fairs
Ellington Park	Ellington Park, Park Road, Ramsgate CT11 9TL	Small to large Enthusiast, Charity and Community
King George VI Park	King George V1 Memorial Park, Montefiore Avenue, Ramsgate CT11 8BD	Small to large Enthusiast, Charity, Commercial and Community
Ramsgate Main Sands	Main sands, Marine Esplanade, Ramsgate CT11 8LX	Small to large Enthusiast, Charity, Commercial, Community and Active Recreation
Eastcliff Bandstand	Eastcliff Bandstand, Plains of Waterloo, Ramsgate CT11 8JL	Enthusiast, Community

Agenda Item 4

Annex 2

Hugin Site/Pegwell Bay	Hugin Site, Sandwich Road, Cliffsend, Ramsgate CT12 5HY	Small to large Enthusiast, Charity, Active Recreation or Community
Spencer Square	Spencer Square, Ramsgate, CT11 9LD	Small Community and Charity
Winterstoke Palace	Victoria Parade, Ramsgate, CT11 8AJ	Small Community and Charity
Warre Recreation Ground	Warre Recreation Ground, Newington Road, Ramsgate CT11 0QX	Small to large Enthusiast, Charity, Commercial and Community
Margate		
Margate Main Sands	Margate Main Sands, Marine Terrace, Margate CT9 1XJ	Small to large Community, Charity and Commercial
Palm Bay Recreation Ground	Palm Bay Recreation Ground, Palm Bay Avenue, Margate CT9 3NR	Small to medium Community, Charity, Enthusiast, Commercial and Active Recreation Sessions
Palm Bay Green	Palm Bay, Sacketts Gap, Margate CT9 3NR	Small to large Community, Charity, Active Recreation Sessions, Enthusiast and Commercial
Fort Crescent (Area next to Winter Gardens)	Fort Crescent, Margate CT9 1HX	Small to medium Community, Charity, Active Recreation Sessions and Commercial
Northdown Park	Northdown Park, Margate CT9 3TP	Small to medium Community, Charity, Active Recreation Sessions and Commercial
Millmead Green	Dane Valley Road, Margate CT9 3RU	Small to large Community, Charity, Active Recreation Sessions and Commercial
Garlinge Recreation Ground	Garlinge Recreation Ground, Caxton Road, Margate CT9 5NR	Small to medium Community, Charity, Active Recreation Sessions and Commercial
Royal Esplanade Green	Royal Esplanade Green, Royal Esplanade, Margate CT9 5EN	Small to medium Community, Charity, Active Recreation Sessions and Commercial
Marine Gardens	Marine Gardens, Margate, Kent, CT9 1UP.	Small to medium Community and Charity
Broadstairs		
Victoria Gardens	Victoria Gardens, Victoria Parade, Broadstairs CT10 1QS	Small to large Community, Active Recreation Sessions, Charity, Enthusiast and Commercial
Promenade	The Promenade, Victoria Parade, Broadstairs CT10 1QS	Small to large Community and Charity
Viking Bay	Viking Bay, Harbour Street, Broadstairs CT10 1EU	Small to large Community, Active Recreation Sessions and Charity
Joss Bay	Joss Bay, Joss Gap, Broadstairs CT10 3PG	Small to medium Community, Active Recreation Sessions, Commercial and Charity

Agenda Item 4 Annex 2

St Peters Recreation Ground	St Peters Recreation Ground, Callis Court Road, Broadstairs CT10 3AE	Small to large Community, Active Recreation Sessions, Commercial and Charity
Kitty's Green	Reading Street, Broadstairs CT10 3DQ	Small Community and Charity
Westgate		
Ethelbert Square	Ethelbert Square, Westgate-on-sea, CT8 8SR	Small to medium Community, Charity, Active Recreation Sessions
Adrian Square	Adrian Square, Westgate-on-sea, CT8 8TE	Small to medium Community, Charity, Active Recreation Sessions
West Bay Green	Sea Rd, Westgate-on-Sea CT8 8QA	Small to large Community, Active Recreation Sessions, Commercial and Charity
Birchington and Villages		
The Dip, Minnis Bay	The Dip, The Parade, Minnis Bay, Birchington CT7 9LX	Small to medium Community, Charity, Commercial and Active Recreation Sessions
Minnis Bay Green	The Parade, Birchington CT7 9QP	Small to medium Community, Charity, Active Recreation Sessions

d. Beach Events

Thanet has 19 miles of stunning coastline therefore it attracts thousands of visitors and we have many large groups that wish to visit over the summer. If your group (*A number of people which are together in one place at one time*) comprises **50 people** or more, and/or you are planning to **bring hot food and drink, or play music** you will need to follow the events process and complete the [Event Notification Form](#).

To preserve Thanet beaches, wildlife and the environment **NO** events of any type are permitted on the beaches of Thanet.

or

To preserve Thanet beaches, wildlife and the environment, events are **ONLY** permitted out of season between **October and March**. Please see [event venues](#) for the list of beaches that are available for events.

Groups of **under 50 people** *including children* need to notify TDC of your visit by completing the [Organised Group Visits Form](#). This is so we can inform the RNLI in advance and ensure beach safety.

For further advice and guidance and information:

- View all our [beaches](#) and their facilities

- Rules on using [BBQs](#) responsibly
- [Tide times](#) for Thanet bays
- RNLI lifeguarded [beaches](#)
- Check if any [events](#) are taking place
- Take part in a [two minute beach clean](#) or organise a [group beach clean](#)

e. Brand promotions

Thanet is a popular place for the promotion of brands with many businesses wanting to promote their brand at the coast. All applicants will be required to submit the following:

- Event notification Form (£75)
- Public liability insurance minimum of £5,000,000
- Risk assessment
- A site map of the area in which you wish to hire

Once the application has been submitted it will be assessed and approved by one of the following departments; Foreshores, Estates, or Open spaces. Applications will be approved within **6 weeks** from the date of submission of all documents listed above. You will be charged to hire TDC land please see our fees and charges.

f. Environment standards

Event organisers need to consider the site in which they are hosting the event, and the surrounding area making sure that it is not adversely affected by the event. Thanet District Council works with event organisers to ensure good practices are put in place to help; encourage great working relationships, maintain event sites, and offer sustainable events that will benefit local communities, businesses and visitors to Thanet.

a. Minimum standards required

- i. Event site or surrounding area is not damaged
- ii. The event does not cause a nuisance to local residents, and/or businesses, and/or local wildlife
- iii. The event is not creating smoke or odour pollution
- iv. During the event a waste management plan is in place to ensure the control of litter and all rubbish is cleared after the event
- v. Use of silent running generators should be considered
- vi. Reduce the use of plastics and recycle where possible to protect the environment
- vii. **The following activities will not be permitted by the council:**
 1. Lantern releases

Agenda Item 4

Annex 2

2. Balloon releases, except where the materials used are fully biodegradable
3. Circuses or other events must not include live animal acts
4. Firework displays; unless prior permission is sought and granted, in writing. Event organisers will adhere to the Fireworks Act 2003 (as amended or replaced from time to time) and are advised to contact the RSPCA for best practices to minimise fear and distress to animals. A residential letter drop is also required.
5. Bonfires, unless prior permission is sought and granted, in writing
6. Weddings
7. Private events & parties

g. Event Categories

Thanet District Council will categorize events into the following categories:

Category	Description
Enthusiast	Specialist interest subjects such as motor vehicles and re-enactments. It could also cover specialist sports events. Likely to have small scale commercial activity.
Charity (Regional or National)	Events operated by regional or national charities for the purpose of raising the profile and fundraising for the benefit of the charity.
Commercial/ Brand promotions	These events provide a commercial benefit to a profit making business or operation including product launches, corporate events, music festivals, concerts, and fun fairs as the principle component of the event, one-off boot fairs and trade shows. Any activity that involves the promotion of a brand this includes but is not limited to; sample giving, advertising, and product demonstrations.
Community	Any event organised by community, CIC's or voluntary groups that directly benefit the residents and visitors to the district and do not provide significant advertising or other commercial benefit to a profit-making business or organisation. They are aimed at a social group, specific locality and have a common cultural or heritage link. There is no principle entry fee, activities are free or at reasonable costs and no pitch fees are charged. This includes village fetes, parades (Carnival and Remembrance Day), community sports (fun runs, taster days), fireworks, holiday celebrations and parades.
Active Recreation	These activities encourage those who regularly participate in active lifestyles to engage in activities such as active play, recreational walking, running or cycling. Where there are organised group activities on TDC land or KCC Highways these need to go through the Estates Team.
Armed Forces	Armed Forces commemorations of national significance or those with a long standing local history the organiser will be charged the application fee however, there will not be a land hire fee, this will be waived. Events involving the armed forces that involve a degree of commercial activity or where the involvement of the armed forces forms a minority of the overall event, or where the event does not constitute one of 'national significance' or

	'longstanding local history of overwhelming significance', will be charged the standard fees.
--	-----------------------------------------------------------------------------------------------

h. Event Size

Events will be categorised by size:

Event Size	Number of Participants
Small	0-499
Medium	500-999
Large	1000-4999
Major	5000+

i. Granting or refusing permission

Once all documents have been submitted and reviewed by the Safety Advisory Group, the Council will decide whether to grant or refuse permission to occupy Council land for an event. The following criteria for approval will be considered. Please note that this is an indicative, but not exhaustive, list:

Refusing Permission	Granting Permission
Public safety and security issues, including feedback from SAG with regard to safety of the event	The ability of the organisers to plan, manage and control the event effectively, including managing the financial requirements of the event
The permission of the landowner for the event, where the land concerned is managed, but not owned, by the Council	The receipt of sufficient documentation, including insurance, from the organiser within the required timeframe
Legal constraints including whether any covenants, planning restrictions or licensing limitations may be affected by a proposed event	The payment of the application fee, any invoice for a deposit and/or fee for the use of the land has been promptly paid
Impacts upon the environment and damage limitation	Compliance with conditions specific to the event location
Whether the event or the event organiser has attracted genuine complaints to the Council in the past, or the Council holds a reasonable belief that such complaints may occur in respect of a proposed event.	The creation of opportunities for local participation
The number of events that are similar in one category over the year and at a site	The ability of the event organiser to mitigate potential statutory nuisances e.g. noise, odour and smoke.

Agenda Item 4

Annex 2

Impacts transport or traffic infrastructure to support the event for example road closures, parking and use of public transport	The planned event is in the interest of the local authority and the public
Impacts regular users of public spaces, stakeholders and local residents	Supporting new innovative events as well as familiar, traditional and long standing events.
Whether the proposed event complies with equality and discrimination legislation	Provision of diverse and interesting events and activities brought into the area which fits in with the regeneration efforts being made

This page is intentionally left blank

Small: Under 500 attendees
Medium: 500 - 3,000 attendees
Large: 3,000 - 5,000
Major: 5,000+

<p>Enthusiast</p>	<p>Application Fee: £75 (Non Refundable)</p> <p>Deposit: £250</p> <p>Small: £155 per day Medium: £225 per day Large: £425 per day Major: £625 per day</p> <p>Build and de-rig days 25% of daily rate</p>
<p>Charity (Regional or National)</p>	<p>Application Fee: £75 (Non Refundable)</p> <p>Deposit: £250</p> <p><u>National Charity</u> Small: £106 per day Medium: £156 per day Large: £206 per day Major: £306 per day</p> <p><u>Regional Charity</u> Small: £78 per day Medium: £103 per day Large: £153 per day Major: £253 per day</p> <p>Build and de-rig days 25% of daily rate</p>
<p>Commercial</p>	<p>Application Fee: £75 (Non Refundable)</p> <p>Deposit: £500</p> <p>Small: £225 per day Medium: £325 per day Large: £725 per day Major: £1025 per day</p> <p>Build and de-rig days 75% of daily rate</p>
<p>Community</p>	<p>Application Fee: £75 (Non Refundable)</p> <p>Deposit: £250</p> <p>Small: £51 per day Medium: £76 per day</p>

Agenda Item 4

Annex 3

	<p>Large: £152 per day Major: £304 per day</p> <p>Build and de-rig days 25% of daily rate</p>
Active Recreation	<p>Application Fee: £75 (Non Refundable)</p> <p>Deposit: £250</p>
Armed Forces	<p>Application Fee: N/A</p> <p>Deposit: N/A</p> <p>Land Hire Fee: N/A</p> <hr/> <p>Armed forces events with a degree of commercial activity or where the involvement of the armed forces forms a minority of the overall event, or where the event does not constitute one of 'national significance' or 'longstanding local history of overwhelming significance' the following charges apply:</p> <p>Organisers should budget for the council's land hire fees and charges as part of the overall cost of the event as this will be assessed on a case by case basis</p>

These figures will be subject to annual review and could be altered. Any in-year changes to fees and charges require consultation with the relevant portfolio holders.



Events Policy & Suitability of Events

End of Consultation Document

2021

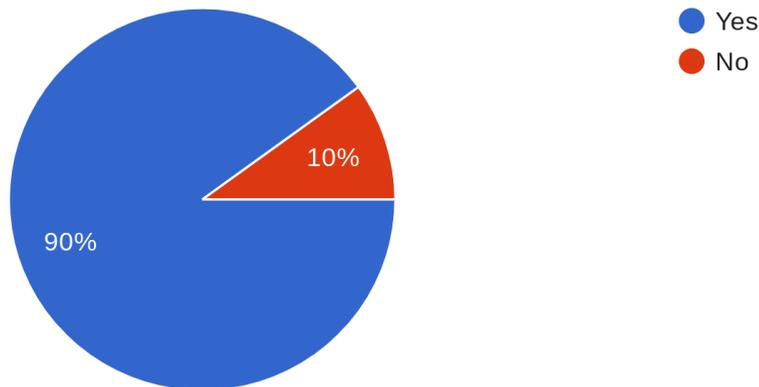
Agenda Item 4

Annex 4

The consultation questions were sent to those who have organised events in Thanet on Thanet District Council land. The consultation period was for a total of 4 weeks and a total of 10 responses were received.

Do you feel the Events Policy is clear to understand?

10 responses



If you have stated no. Please can you explain why?

Event Organisers Comments	Response
The 14 week and 8 month times scales are unreasonable given the information that is required. This means, in many cases, that provisional planning only has been undertaken and as such may event organisers do not even know the general and finer details of their event. The finer details such as ESP, RA and site plans are only prepared/amended as the planning continues and as such TDC is risking only getting scant, or inaccurate, information.	The 14 weeks has been set due to KCC Highways requiring a minimum of 12 weeks standard notification for utility works on the highways. The additional two weeks is so that the application can be submitted, the Events team can coordinate the documentation and follow up on any missing detail and check availability.
Another factor is that the policy requirement of 14 weeks is not met by SAG engagement which does not appear to focus on an event until close to the date which actually brings into question why the time scale is in place.	Amendment has been made to the policy that SAG is required to respond to the event within a minimum of 4 weeks before the event date. Page 6, J. Event Policy.

For example:

A question was raised on Traffic management for the Folk week 4 weeks from the event which means that, following the 14 week rule it was sat on for 10 weeks.

The fireworks organiser was invited to a SAG meeting on 1/7 to discuss the first event on 21/7 (3 week before) when the 14 week rule had been followed and probably 2 SAG meetings had been held within that time with no issues raised.

In respect of Food Festival we are now 5 weeks for the event but other than a query on medical no other feedback has been received.

In all cases any changes arising would have had to been completed in an unnecessarily short space of time.

If a time scale is being imposed then the SAG members must engage far earlier to give organisers more time to respond. Can I suggest that the policy places a time scale on SAG members to raise a query – say no later 4 weeks after submission (or after first SAG) which event is the soonest. It is not unreasonable that an event should receive a SAG focus at the first meeting after submission.

I appreciate that many SAG members will argue that they are dealing with multiple events as they have a country focus but to an organiser such delays are frustrating and stressful and quite simply put they are unsympathetic to this. SAG expects the information in early it is not unreasonable to receive early feedback.

The 14 week time scale is a significant problem which should be reduced to a more workable time limit of no greater than 10 weeks and 6 months with an expectation

SAG meetings are always held in advance of an event. However in this circumstance due to the pandemic, this organiser was invited in due to the uncertainty around the current restrictions at the time.

Yearly legacy events with no changes may not have any comments due to them being reviewed year on year.

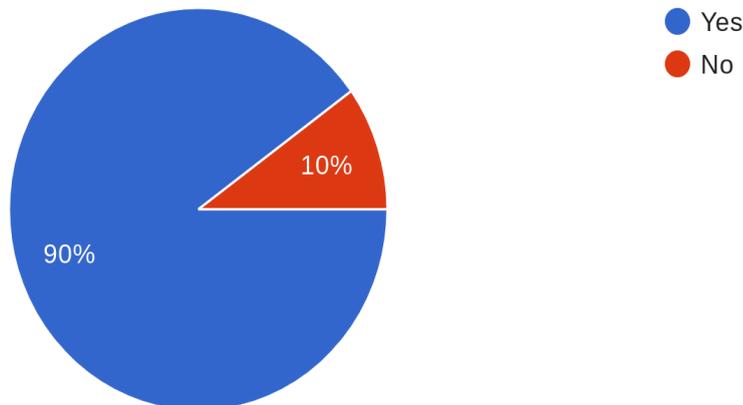
Amendment - Page 6, J. Event Policy.

Agenda Item 4 Annex 4

that not all details requested will be available.	
On another matter if you are moving towards the event app there is a difficulty around this for large events when the level of paper work and associated safety systems are significantly greater than a small event and as such I get around this by attaching the document and simply not using the boxes provided. The event app is not a good mechanism for larger events. Just something to be aware of.	Event App is an established system that is used by various councils in the county. These comments will be feedback to the Event App team to see if they can provide a solution.

Does the suitability of events document clearly set out how the council makes decisions on events?

10 responses



If you have stated no. Please can you explain why?

Event Organisers Comments	Response
The timescales are not clear for responses from TDC to event organisers. There needs to be recognition from TDC and SAG how long events take to organise. It is clear that	Amendment has been made that TDC will have all comments from the Safety Advisory Group sent to the organiser a minimum of 4 weeks before the date of the event. Page 6,

it is the SAG makes the decision but there are no guarantees how long it will take to respond to the Event Notification form. Folk Week finished on 13 August. We need to submit an Event Notification form asap because we start organising the 2022 festival - 5 -12 August 2022 now.

As we have hired the Memorial Rec, which is not on your list of event sites, we will need to hear from the Estates management team if we are able to do this again for 2022 and need approval in writing from them before we submit the Event Notification form.

The Event Notification form also requires information far in advance which we endeavour to do. There is also mention of debrief and evaluation. Is there a timescale attached to this? Within a month of the event ending? If we need to submit an Event Notification form with all the required information, we need to have feedback from SAG so that any comments or problems can be addressed before we submit it. Otherwise, forms are submitted without any formal feedback from TDC and then the organiser only gets to hear about the issues when the Event Safety plan comes up for discussion for the next year, delaying the process.

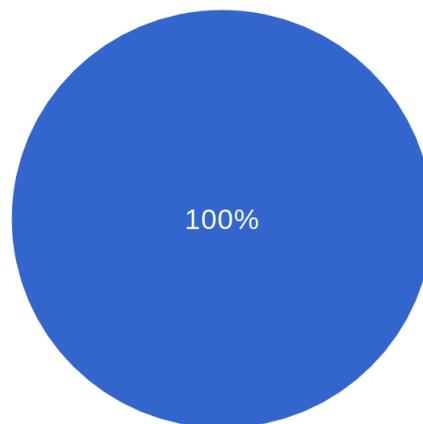
J. Event Policy.

If you wish to have an event site added to the list you will need to email events@thanet.gov.uk to discuss this with the team.

Amendment made pg 8, M - Event Policy. If any concerns are raised regarding your event you will be notified via a SAG debrief meeting or a debrief document within 2 months of your event.

Do you feel the new charging system is easy to understand?

1 response



● Yes
● No

Please add any additional comments on fees and charges here:

Event Organisers Comments	Response
<p>The charges are easy to understand, but there is no commitment from TDC to hire the land in good order. For example that sites will be hired out with keys and padlocks that fit and haven't been changed and any facilities such as electrical boxes are in a good state and have been inspected prior to the event organiser hiring out the site. A formal inspection of the site needs to be done to ensure that damage from a previous hirer of a site is not blamed on the next. I assume this is being done at the moment. Also, TDC expects the event organiser to run a safe event, if there is a problem with a facility, such as the electrics then what is the policy for 24 hour/weekend call-out? This needs to be clarified by TDC.</p>	<p>Inspections of green spaces are undertaken by the open spaces. If you find any problems with the site please let us know. Once we are made aware of the issue we will try to rectify the problem. All electrical boxes are checked by our electrician before each event.</p> <p>All keys will be checked prior to the event by the community team.</p>

Please enter any other comments or suggestions here:

Event Organisers Comment	Response
<p>I like that there is a clearly defined cost scale based on size of events</p>	
<p>1. To charge charities these excessive fees and not the Armed Forces is most unfair and grasping on behalf of TDC - especially for the smaller charities.</p> <p>2. If you are charging these large fees to local community groups and charities, 14-weeks / 8-months / 12-months notice is excessive and indeed ridiculous. Whilst covid19 is still with us, how can groups</p>	<p>Charities have been charged as per the events policy 2016- 2020.</p> <p>The timelines are based on the size of the event. The larger the event the more notice TDC will need due to the impact it will have on the surrounding communities for example; for large events, we have</p>

Agenda Item 4

Annex 4

<p>possibly plan 8 or 12 months in advance. Surely these groups would be paying for better Customer Service than this.</p> <p>3. TDC should be encouraging local groups to hold events that will encourage visitors to Thanet - TDC makes money from parking, and should be helping businesses to stay afloat and thus be able to pay the high business rates!</p> <p>4. As always, TDC's short-sightedness will cause problems for the very people who are trying their best to make Thanet a better place to live and visit.</p>	<p>Southeastern Rail sit on the SAG as additional train services may be needed. The larger events require more documentation which the SAG need to review in its entirety which takes additional time. At present, there are no covid 19 restrictions in place for events in the UK. TDC has been working with organisers throughout the pandemic and if any restrictions come into play in the future if this changes we will continue to help to find an alternative date.</p>
<p>TDC have yet again put unnecessary pressure on event organisers by demanding deposits on top of admin fees etc. This is going to put volunteers and community groups of using TDC land and look to work with private land owners. We are already discussing how we can avoid using TDC land for most of our events next year due to the demand of deposits etc outlined in the policy. I understand that if a organisation is making profits from the events then charges etc should be demanded. But, most community groups do it for the love of the community. However, I feel this will fall on deaf ears as I have raised this many times. The fact that voluntary groups get charged at all whereas close by districts continue to do this for free. I urge you to reconsider charging charities, voluntary and community groups where the events are free of charge and for the good of the community.</p>	<p>Deposits and admin fees remain unchanged from the previous policy.</p> <p>Both Dover District Council and Canterbury City Council charge for community events as outlined in the benchmarking for fees and charges.</p>
<p>I am pleased you have included three new sites for Westgate as this will make a huge difference to enquiries for the Town for events. I am hopeful that we can resolve the vehicular access for the Green next to the Community Centre on Lymington Road; is this possible to add as a site but specify no vehicular access? I wondered if it might be helpful to mention road closures and the difference between TPC and TTRO and under which circumstances each should be used? Thank you for the opportunity to comment. Kind regards Gill - Town Clerk for WoSTC</p>	<p>This can be located in the event guidance in the event application pack.</p> <p>If you wish to have an event site added to the list you will need to email events@thanet.gov.uk to discuss this with the team.</p>

Agenda Item 4

Annex 4

<p>The issue of timescales and responses from SAG needs to be clarified for event organisers.</p> <p>The Draft states that 'once SAG members are confident and satisfied with all relevant documentation agreement may be granted,' but there is no indication of how long this will take.</p> <p>It is understandable that the council needs to be sure that their sites are not water-logged before an event but the statement that the event can be cancelled 2 weeks prior to the event beginning needs a price attached to it via insurance for the organiser, and this is likely to be prohibitive for many event organisers.</p> <p>The classification of size of event is also an issue for festivals like Folk Week who run a free to the public element - such as the Craft Fair on Victoria Gardens, morris dancing on the parade etc. Free events attract thousands of people. It would be good if TDC could apply for funding to carry out a survey - preferably an Economic benefit survey that details and estimates the visitors to events. KCC carried out an independent survey on Folk Week in 2012, which estimated that Folk Week benefits the local economy by £2.3 million. This sort of information helps both the council and the festival to attract more grants and sponsorship. It can also help inform the support of events.</p> <p>Which brings me onto toilets. I know there was a coastal plan to ensure that the beaches and facilities were not overwhelmed by crowds in 2021. Why were the toilets at the bandstand closed earlier than the others in Broadstairs? It seems particularly short-sighted as they are public toilets and to penalise an event by charging a festival for longer opening times is not very supportive.</p> <p>Ticketed events that take place on land hired from TDC have smaller audiences than the free events, so when communicating this to SAG it sometimes causes misunderstandings as the members need to understand the difference between</p>	<p>Amendment added - Page 6, J. Event Policy.</p> <p>Minimum for 4 weeks prior to the event as per SAG's last comment -Page 6, J. Event Policy.</p> <p>No change has been made to cancellations these terms are currently in place with all events.</p> <p>Classification will be assessed on a case by case basis.</p> <p>Toilets are not a compulsory service offered by TDC as part of events. If an organiser wishes to hold an event on public land it is their responsibility to provide adequate facilities. We will provide the service if we have the resources available.</p>
------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------	-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------

Agenda Item 4

Annex 4

<p>a Folk audience profile in our ticketed events and the general public on holiday in Broadstairs and enjoying free music.</p> <p>We would like a clearer understanding of who to contact and when they are available if any problems arise on TDC sites.</p> <p>Questions - could you define where it is appropriate to supply First Aid services? And are school fields considered private land?</p> <p>Please can you let Folk Week know when we can formally apply for use of the Memorial Rec in Broadstairs in 2022 and do you have any feedback on this year's festival?</p> <p>Thank you.</p>	<p>Contact events@thanet.gov.uk or 01843 577735 as per the website this is restrictive to office hours.</p> <p>We are unable to recommend services.</p>
<p>Thank you for sight of this.</p> <p>Re. Events Policy Terms and Conditions Page 7 j Indemnity and Insurance.....the statement that the Hirer can indemnify against all of the topics is quite unrealistic. The Hirer can only indemnify against insurable risks, their liability insurance covers only matters eg about damage to TDC properly by providing cover if the hirer is responsible for the damage. Hence your wording needs to be reviewed.</p> <p>Bob Prebble Club Secretary Thanet Lions Club (CIO)</p> <p>Most of our events at other venues are dog friendly as long as they are well behaved, and on a lead - could there be exceptions as dogs are often considered to be part of the family and our events are largely family friendly</p>	<p>No change has been made to the terms and conditions these are currently in place and have been reviewed by our legal team.</p> <p>There are no restrictions on dogs being on public land (apart from beaches).</p>

This page is intentionally left blank



Thanet District Council (TDC) Equality Impact Assessment

Step one: test for relevance

1 Person responsible for this assessment

Name:	Penny Button		
Job title:	Director of Neighbourhoods		
Phone:	07899 680844		
Service area:	Operational Services	Date of assessment:	30/09/2021

2 Others involved in carrying out the analysis

Name:	Elle Sutton (Community Officer)
Name:	Jo-Anna Taylor (Community Services Manager)
Name:	

3. Description of strategy, policy, service, project, activity or decision

Title:	Events Policy and Suitability of Events Document
--------	--------------------------------------------------

Is it new? Yes No

A review of existing? Yes No

3.1 Aims and objectives

Consider: **what** you are doing? **why** you are doing it? **who** will benefit?

The event policy and suitability of events documents has been updated to reflect the current needs of event organisers by simplifying the process. The documents have been produced to make the criteria and expectations of the council clear along with a charging schedule that is fair for events of different sizes and types. The aim is to benefit those involved in the events process e.g Staff, Internal departments, Event Organisers, Safety Advisory Group(SAG) members, Parish Councils, Town Councils, Town Teams, Businesses, Community Groups, Members and external agencies.

3.2 What outcomes are expected? Who is expected to benefit?

The Events Policy and suitability of events documents have been produced to make the processes of TDC clearer introducing a charging scale that is fair based on the size and type of the events. The reason for this is so that event organisers are able to understand clearly what is required to hold events on Thanet District Council land and the costs associated. The aim is to encourage people in Thanet to hold events in Thanet helping to benefit the local economy.

4 Who is affected?

- 4.1 Which groups or individuals does the strategy, policy, service, project, activity or decision affect? For example, the Council, employees (including temporary workers), other public authorities, contractors, partner organisations, wider community, others.

Staff, Internal departments, Event Organisers, Safety Advisory Group(SAG) members, Parish Councils, Town Councils, Town Teams, Businesses, Community Groups, Members and external agencies.

- 4.2 Does the strategy, policy, service, project, activity or decision relate to a service area with known inequalities? (Give a brief description).

The policy is inclusive for everyone. The aim is to give everyone the opportunity to apply to hold an event on Thanet District Council Land. The events process will soon be able accessed online which means that there are many forms of assisted technology that can help those with disabilities to use the service.

5 Equality Act 2010

How does the strategy, policy, service, project, activity or decision actively meet the public sector equality duties to:

Eliminate unlawful discrimination (including harassment, victimisation and other prohibited conduct)

The Events Policy furthers this aim by ensuring the opportunity for inclusiveness for all stakeholders.

Advance equality of opportunity (between people who share a protected characteristic and people who do not share it)

The Events policy and suitability of events document aims to remove or minimise disadvantages suffered by people due to their protected characteristics. The policy ensures that it meets the needs of people from protected groups where these are different from the needs of other people.

The amended documents aim to encourage people with protected characteristics to participate and organise events in Thanet with a clearer understanding of the council's processes. Both documents support a wide range of events and activities throughout the District encouraging community cohesion.

Foster good relations (between people who share a protected characteristic and people who do not share it). Could it have an adverse impact on relations between different diverse groups?

The Events Policy and Suitability of Events document gives an equal opportunity for everyone to hold or attend an event on Thanet District Council land. The Suitability of Events document states 'one of the criteria to be assessed by the council is that an organiser will need to ensure the creation of opportunities for local participation.' It would be the responsibility of the Event Organiser that in

relation to protected characteristic inclusion issues there is accessibility to anyone attending their event.

6 Priority

The following questions will help you to identify whether this 'service' is a high priority. Please answer all questions with particular reference to the protected characteristics; race, gender, gender reassignment, disability, religion or belief, sexual orientation, age, marriage and civil marriage/partnership and pregnancy and maternity.

Agenda Item 4

Annex 5

Please provide a comment for each answer, providing evidence for your answer, regardless whether you have answered yes or no.

Questions	Yes	No
1. Are there any particular groups who may have trouble accessing the 'service'?		X
<p>Comments:</p> <p>The Events Policy and Suitability of Events document will be displayed on the TDC website for the organiser to access. The process will be online using the system Event App which is used by many councils in Kent and the rest of the UK. The new system will give event organisers the opportunity to access this service freely enabling them to access it at their leisure. If any organisers do not feel confident in accessing the online services the communities team can offer support along with, workshops, support guides and the technical support of the Event App team. In the event application pack, it supplies guidance and templates that can assist with filling in paperwork. The communities team has access to relevant websites and information that can support organisers when planning an event.</p>		
2. Does your information suggest that some groups of people are less satisfied than others with this 'service'?		X
<p>Comments:</p> <p>The events policy recognises the diversity of the Thanet district and all events work to ensure that everyone has the same opportunities and they are inclusive.</p>		
3. Will this service have a significant impact on any of our residents?	X	
<p>Comments:</p> <p>The events policy will provide equal opportunities for people within the Thanet District to organise events. A new process along with a clearly simplified policy it will help to promote hosting events on public land and encourage new community groups and other event organisers to use our open spaces. This will contribute to community cohesion as well as bring an economic benefit to the area, which could increase tourism and create jobs and benefit Thanet residents.</p>		
4. Do you have any evidence that discrimination, harassment and/or victimisation could occur as part of this service?		X
<p>Comments:</p> <p>The event policy is inclusive for all.</p>		
5. Do you think the service will hinder communication and negatively impact relations between the organisation and its employees, residents, contractors or anyone else?		X
<p>Comments:</p> <p>The new process will improve relationships and increase the effectiveness of the process. The communication lines between the SAG, event organisers and council staff will be streamlined with the new Event App system.</p>		

6. Does this service need to improve the way in which it is communicated to people who have literacy, numeracy or any other access needs?		X
<p>Comments:</p> <p>The use of the online service should assist those with additional needs as through using technology there is accessibility support available. The new online Event App system will calculate the correct fees and any additional services they require for their event. So organisers do not have to add up the costs of their event as the Event App System will support them along with a clear charging schedule for different sizes and types of events. There is support for literacy when using technology e.g text to speech readers. The Event Policy and Events of Suitability document have been simplified and reduced in size to ensure transparency with TDC and event organisers.</p>		
7. Does consultation need to be carried out?	X	
<p>Comments:</p> <p>A consultation was carried out with event organisers please see here.</p>		

In order to assess the priority of your 'service' please complete the table below by adding up how many questions you answered yes to and following the appropriate action.

Priority	Number of questions answered 'yes'	Rating	Action
High	3 or more		Continue to section 2
Medium	1 to 2	2	Please provide evidence to any questions you answered 'yes' to in section 1. Test for relevance complete (sometimes a full assessment may be required).
Low	0		Test for relevance complete.

If, following the completion of the test for relevance, a full assessment is not required, go straight to the declaration. If a full assessment is required, go to Step two: full equality impact assessment.

Step two: full equality impact assessment

1 Could the strategy, policy, service, project, activity or decision have a **negative, positive or neutral** effect on groups or individuals?

Consider:

What you are doing?

Why you are doing it?

How you are doing it?

Who can access the service easily and who may not be able to access the service and **why**?

The full analysis explores ways to reduce or eliminate barriers and/or negative impacts.

Protected characteristics	N e g a t i v e	P o s i t i v e	N e u t r a l	Evidence/Reasoning (Consider any barriers which will have negative impact and/or good practices giving positive impact)
<p>Age</p> <p>Consider:</p> <ul style="list-style-type: none"> • The way younger and older people access services may be different • Use of technology • Child care/care of other dependant • Timings/flexibility, such as work patterns • Transport arrangements • Venue location 		X		<p>Recommendations:</p>
<p>Disability (Includes: physical, learning, sensory (deaf/blind), mental health)</p> <p>Consider:</p> <ul style="list-style-type: none"> • Communication methods • Accessibility – venue, location, transport • Range of support needed to participate • Hearing Loops/Interpreters • Disability awareness training for employees 		X		<p>Recommendations:</p>
<p>Race (Includes; gypsy, travelling, refugee and migrant communities)</p> <p>Consider:</p>		X		<p>Recommendations:</p>

<ul style="list-style-type: none"> • The size of the BME communities that your service/project affects. • Language(s) spoken/understood. • Culture, such as hygiene, clothing, physical activities, mixed gender activities. • What access support can you offer? 				
<p>Religion, faith or belief</p> <p>Consider:</p> <ul style="list-style-type: none"> • The diversity within the communities that your service/project affect • Prayer times, meal times, food (some religions do not eat meat), cultural habit or belief, religious holidays such as Ramadan • Awareness training for employees 		X		<p>Recommendations:</p>
<p>Pregnancy and maternity</p> <p>Consider:</p> <ul style="list-style-type: none"> • Flexible hours of the service/project • Is there access to private area for breastfeeding mothers? 				<p>Recommendations:</p>
<p>Gender</p> <p>Consider:</p> <ul style="list-style-type: none"> • The impact on men and women • Child care/care of other dependant • Mixed/single gender groups/activities • Timing of services/projects 				<p>Recommendations:</p>
<p>Sexual orientation (Includes: lesbian, gay, bisexual)</p> <p>Consider:</p> <ul style="list-style-type: none"> • LGB people should feel safe to disclose their sexual orientation without fear of prejudice • Make it clear you recognised civil 				<p>Recommendations:</p>

marriage and partnerships <ul style="list-style-type: none"> Awareness training for employees 			
Transgender Consider: <ul style="list-style-type: none"> Trans people should be able to disclose their gender identity without fear of prejudice Making it clear you have a Trans policy and process Awareness training for employees 		X	Recommendations:
Marriage and civil marriage/partnership Consider: <ul style="list-style-type: none"> All couples or partners, regardless of gender, should be able to access services 		X	Recommendations:

Outsourced services	
If your policy/process is partly or wholly provided by external organisations/agencies (such as Civica or Capita), please list any arrangements you plan to ensure that they promote equality and diversity. Include this in your improvement plan	N/A
Relations between different equality groups	
Does your assessment show that a strategy, policy or process may amount to potential adverse impact between different equality groups? If yes please explain how the improvement plan is going to tackle this issue	The events policy recognises the diversity of our district and all events work to ensure that everyone has the same opportunities and they are inclusive.
Consultation responses	
Summary of replies from individuals and stakeholders consulted including any previous complaints on equality and diversity issues about the strategy, policy or process	See here

Summary of recommendations		
Actions	By Who	By When

Declaration

I am satisfied that a Test for Relevance has been carried out on the matter named in this Analysis and conclude that a full Equality Impact Assessment **is not required**.

Yes No

If you do not think that a full Equality Impact Assessment is required – please give your reasons:

The events policy recognises the diversity of our district and all events work to ensure that everyone has the same opportunities and they are inclusive.

I confirm that a full Equality Impact Assessment has been completed.

Yes No

Signature of Head of Service:	Date:

Recommendations agreed:	Yes <input type="checkbox"/>	No <input type="checkbox"/>
-------------------------	------------------------------	-----------------------------

Signed: (Director):	EIA date:

This page is intentionally left blank

Procurement of Housing Service Contracts

Cabinet	18 November 2021
Report Author	Bob Porter, Director of Housing and Planning
Portfolio Holder	Cllr Jill Bayford, Cabinet Member for Housing
Status	For Decision
Classification:	Unrestricted
Key Decision	Yes
Reasons for Key	An Executive Decision where the Council is entering into contracts with values, over their duration of £750,000 or above.
Ward:	Thanet Wide

Executive Summary:

This report seeks authority for the council to enter into two new contracts for services in relation to its housing stock.

The services are:

- The cleaning of the communal areas of council owned blocks of flats.
- Tower block security patrols and waking watch services.

The values of both contracts are detailed in the report and exceed £750,000 each.

Recommendation(s):

Cabinet is asked to:

1. Authorise the letting of the term contract for the cleaning of the communal areas of council owned blocks of flats, as detailed in this report;
2. Authorise the letting of a term contract for the provision of security patrols and waking watch services within the council's tower blocks, as detailed in this report, and subject to the approval of the necessary budget by full council.

Corporate Implications

Financial and Value for Money

Approval for the additional budget required to fund the waking watch is sought within the budget monitoring report included elsewhere on this Cabinet agenda; where a recommendation to Council for approval of the supplementary budget request is sought.

There is sufficient funding within HRA balances to fund the necessary waking watch services, subject to the approval of full council. Should tendered costs exceed the budget request then further member approval will be sought if required.

With respect to the cleaning contract there is expected to be sufficient funding available within existing budgets. However, again should tendered costs exceed the budget request then further member approval will be sought if required.

Legal

The council, as a landlord of residential buildings, has a statutory responsibility to ensure that they are properly maintained.

Corporate

The council's Corporate Statement sets out its commitment to, 'Improve standards and safety in homes across all tenures.'

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 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.*

The council's tenants and leaseholders include residents that have protected characteristics as set out in the Public Sector Equality Duty.

The provision of the services set out in this report will benefit all tenants and leaseholders, including those with protected characteristics.

CORPORATE PRIORITIES

This report relates to the following corporate priorities: -

- Communities

1.0 Introduction and Background

- 1.1 The council owns approximately 3,400 tenanted and leasehold homes. All costs, investment and income for these homes is managed with the council's Housing Revenue Account, and budgets for revenue and capital works are reviewed annually.
- 1.2 Key decisions are required for any expenditure that:
 - is for works or services that exceed £250,000, or
 - is for a contract over a number of years with an expected value in excess of £750,000.
- 1.3 The letting of the contracts detailed in this report are therefore considered to be key decisions.

2.0 Cleaning of Communal Areas of Blocks of Flats

- 2.1 The council has an existing contract for the cleaning of the communal areas of blocks of flats. This includes all internal areas, bin stores and block entrances. This contract is now due for renewal. This provides an opportunity to review the specification of works with tenants and leaseholders, and representatives from the Tenants and Leaseholders Group will be invited to participate in the work to select a new service provider.
- 2.2 The budgeted cost for this service is £143,200 per annum and it is proposed to procure a new contract for a duration of 2 years, with two 1 year extension options. Over the total possible duration of the contract, the estimated value is therefore £572,800. The budget will be reviewed annually to ensure that any contractual obligations in respect of inflation, can be covered.
- 2.3 The procurement is proposed to be via a competitive mini tender, using a recognised procurement framework. The tender submissions will be evaluated in terms of both cost and quality and the most economically advantageous tender (MEAT) selected.

3.0 Tower Block Security and Waking Watch

- 3.1 Prior to the requirement of the waking watch at the tower blocks, the council provided a nightly security patrol in its six tower blocks. These blocks are:
 - Staner Court
 - Trove Court
 - Kennedy House
 - Brunswick Court
 - Harbour Towers
 - Invicta House
- 3.2 The patrols visit each block in turn twice per night and have proved extremely effective at identifying and responding to a range of issues, including rubbish and other items left in communal areas, noise and antisocial behaviour, block rubbish chutes and activations of fire alarm systems. The patrols record and report all issues through to the council's Housing Management officers so that any follow up actions needed can be arranged.
- 3.3 This proposed procurement includes the provision of this service. The estimated cost of this service is £108,000 per year.

- 3.4 Due to the findings in a recent report commissioned at the request of KFRS, five of these blocks have interim waking watch services in place. These services provide a 24/7 presence at each of the following blocks, with a primary focus on reducing the risks associated with fire and raising the alarm in the case of a fire:
- Staner Court
 - Trove Court
 - Kennedy House
 - Harbour Towers
 - Invicta House
- 3.5 These 5 blocks are all fitted with an external wall insulation system that need to be removed and replaced with new systems, and the report highlighted that the fire breaks in the system do not meet current standards. Funding for this work has already been approved as part of the council's HRA capital programme. In addition, bids have been submitted to central government to assist with this cost and remove the need to recharge leaseholders for the cost of this work.
- 3.6 Until this work is completed the Kent Fire and Rescue Service and the council's Fire Risk Assessments for the blocks have identified the need for the council to implement simultaneous evacuation strategies, replacing the previous stay put strategies, in the event of a fire. As part of these strategies, additional alarm sounders are being installed in each block to alert residents in the event of a fire.
- 3.7 The purpose of the waking watch service is to assist with managing fire risk within these buildings, ensure that the alarm is raised immediately in the event of a fire, and assist with an evacuation. We have already tested these procedures on site at one of our blocks, alongside officers from the Kent Fire and Rescue Service.
- 3.8 This waking watch service will continue to be required until the new alarm sounders are installed. Specialist fire alarm consultants have advised about the need for sounders and have assisted in system design.
- 3.8 Following the installation of new alarm sounders, the waking watch service will no longer be required. And once the external wall insulation systems have been replaced the buildings will be able to return to stay put strategies in the event of a fire. At this point, the new alarms will be reprogrammed so that they can be manually activated, floor by floor, by the Kent Fire and Rescue Service, if they decide that a managed evacuation is required.
- 3.9 The council is one of relatively few local authority landlords nationally that has a procedure for sharing information about disabled residents living in high rise general needs housing, who may need assistance during any evacuation, with the fire and rescue service. We have tested these procedures with colleagues from the Kent Fire and Rescue Service and will continue to do this at further joint visits to each block.
- 3.10 It is anticipated that the Waking Watch Service will be required for a period of approximately 12 months, dependent upon the timescales for the required alarm upgrades. The estimated cost of this element of the contract will be up to £812k. Subject to the approval of the necessary budget by full council, this service is included within the proposed tender. Once the Waking Watch Service is no longer

Agenda Item 5

required, it is proposed that the service revert back to the previous nightly security patrols that have proved so successful.

3.11 Combining these two elements means that the total estimated cost of the services proposed to be included within this procurement is £1.244m over the 3 + 1 year duration of the contract.

3.5 The evaluation of tenders will include both quality and cost analysis so that the council can select the more economically advantageous submission. Tendering is proposed to be conducted using a mini-tender procedure using an approved procurement framework.

4.0 Next Steps

4.1 Once approved, the council will be able to enter into contracts for the services set out above and agree start dates with the chosen contractors, subject to the approval of the necessary budget to cover the cost of the waking watch service.

Contact Officer: Bob Porter, Director of Housing and Planning. Tel: 01843-577006
Reporting to: Madeline Homer, Chief Executive

Annex List

None

Background Papers

None

Corporate Consultation

Finance: Chris Blundell (Director of Finance)

Legal: (Insert name and job title)

This page is intentionally left blank

Procurement of works at Churchfields

Cabinet	18 November 2021
Report Author	Sally O'Sullivan, Tenant and Leaseholder Services Manager
Portfolio Holder	Cllr Jill Bayford, Cabinet Member for Housing & Community Services
Status	For Decision
Classification:	Unrestricted
Key Decision	Yes
Reasons for Key	An Executive Decision that involves incurring expenditure anticipated to be £250,000 or above.
Ward:	Margate Central

Executive Summary:

This report seeks authority for the council to enter into a new contract for works to its housing stock.

The proposed works are for new bin stores and parking at 1 – 13 Churchfields and off High Street, Margate.

The estimated value of the contract is £400,000, as detailed in the report.

Recommendation(s):

Cabinet is asked to agree to:

1. The letting of the contract for the demolition of the existing bin stores and provision of new bin enclosures to 1-13 Churchfields and new parking bay numbers 1-35 behind Churchfields and off the High Street.

Corporate Implications

Financial and Value for Money

Housing Revenue Account revenue and capital budgets are reviewed annually and include provision for improvements to end of life structures that improve the facilities for residents of Council owned properties

There is sufficient funding within the approved HRA capital budget to fund the capital costs set out in this report.

Detailed budgets will be reviewed and amended in line with the actual tendered costs of these works at the earliest opportunity.

Legal

The council, as a landlord of residential buildings, has a statutory responsibility to ensure that they are properly maintained.

Corporate

The council's Corporate Statement sets out its commitment to, 'Improve standards and safety in homes across all tenures.

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 advance equality of opportunity between people who share a protected characteristic and people who do not share it.

The council's tenants and leaseholders include residents that have protected characteristics as set out in the Public Sector Equality Duty.

The completion of the works set out in this report will benefit all tenants and leaseholders, including those with protected characteristics.

CORPORATE PRIORITIES

This report relates to the following corporate priorities: -

- Communities

1.0 Introduction and Background

1.1 The council owns approximately 3,400 tenanted and leasehold homes. All costs, investment and income for these homes is managed with the council's Housing Revenue Account, and budgets for revenue and capital works are reviewed annually.

1.2 In addition to the annual review of revenue and capital budgets, key decisions are also required for any expenditure that:

- is for works or services that exceed £250,000, or

- is for a contract over a number of years with an expected value in excess of £750,000.

1.3 The letting of the contract detailed in this report is therefore considered to be a key decision.

2.0 Improvements to 1 - 13 Churchfields, Margate

2.1 1-13 Churchfields has three concrete canopies which are past the point of repair and need to be demolished. Fulker Consultancy Limited were formally engaged in January 2018 to conduct a feasibility study and investigate 3 options.

2.2 Residents were consulted on their preference on the following option:

- Demolition of existing canopies and construction of new housing accommodation;
- Demolition of existing canopies and reconstruction on a like for like bases;
- Demolition of existing canopies and provide landscaping option.

A further option was requested to consider additional off street parking around 145-163 High street.

2.3 Outcome of the consultation showed a preference for the demolition of existing canopies and reconstruction on a like for like basis to include storage and bin areas, together with additional off-street parking.

3.0 Procurement

3.1 It is proposed that the council procure a contractor to undertake all works described above.

3.2 The current pre-tender cost projection for the whole project is £400,000.

3.3 The procurement is proposed to be via open tender and will be evaluated upon the most economically advantageous tender (MEAT). The terms of the contract will be under the JCT Minor Works contract 2016.

3.4 The evaluation of tenders will include both quality and cost analysis so that the council can select the more economically advantageous submission.

3.5 As the property includes a number of leasehold flats, the procurement will be subject to a statutory section 20 consultation. This consultation provides leaseholders with the opportunity to comment on the proposed works and method of procurement, and provides for the council to recharge legitimate costs to leaseholders, where these are due under the terms of lease agreements.

4.0 Next Steps

4.1 Two actions will follow if approval is gained:

- Submit an application for planning permission

- Procure a contract for the works set out above

Contact Officer: Sally O’Sullivan, Tenant and Leaseholder Services Manager

Reporting to: Bob Porter, Director of Housing and Planning

Annex List

Annex 1: EIA

Background Papers

N/A

Corporate Consultation

Finance: Chris Blundell (Director of Finance)

Legal:



Thanet District Council (TDC) Equality Impact Assessment

Step one: test for relevance

1 Person responsible for this assessment

Name:	Sally O’Sullivan		
Job title:	Tenant and Leaseholder Services Manager		
Phone:	01843 577262		
Service area:	Housing and Planning	Date of assessment:	4/10/2021

2 Others involved in carrying out the analysis

Name:	Bob Porter, Director of Housing and Planning
Name:	Claire Pryce, Asset Manager
Name:	Julia Gavriel, Service Improvement Officer

3. Description of strategy, policy, service, project, activity or decision

Title:	Procurement of a contract for capital works to 1 - 13 Churchfields, Margate.
--------	------------------------------------------------------------------------------

Is it new? Yes No

A review of existing? Yes No

3.1 Aims and objectives

Consider: **what** you are doing? **why** you are doing it? **who** will benefit?

The aim is to demolish the existing bin stores, which are beyond repair; and provide new bin enclosures to 1-13 Churchfields and new parking bay numbers 1-35 behind Churchfields and off the High Street.

The residents of the block will benefit from these improvements

3.2 What outcomes are expected? Who is expected to benefit?

The improvements will enhance the visual appearance of the building and provide improved storage for bins, further storage for the residents to use and more car parking spaces in an area where parking is of a premium.

The tenants and leaseholders of the block will benefit from the improved facilities and more availability of parking spaces.

The surrounding neighbourhood will benefit from visual improvements to the building by demolishing old dilapidated structures and replacing them with fit for purpose storage.

4 Who is affected?

- 4.1 Which groups or individuals does the strategy, policy, service, project, activity or decision affect? For example, the Council, employees (including temporary workers), other public authorities, contractors, partner organisations, wider community, others.

The residents of 1-13 Churchfields
 Leaseholders of 1-13 Churchfields will have a financial implication
 The wider community will benefit from the improved visual appearance of the estate.

- 4.2 Does the strategy, policy, service, project, activity or decision relate to a service area with known inequalities? (Give a brief description).

no

5 Equality Act 2010

How does the strategy, policy, service, project, activity or decision actively meet the public sector equality duties to:

Eliminate unlawful discrimination (including harassment, victimisation and other prohibited conduct)

N/A

Advance equality of opportunity (between people who share a protected characteristic and people who do not share it)

N/A

Foster good relations (between people who share a protected characteristic and people who do not share it). Could it have an adverse impact on relations between different diverse groups?

N/A

6 Priority

The following questions will help you to identify whether this 'service' is a high priority. Please answer all questions with particular reference to the protected characteristics; race, gender, gender reassignment, disability, religion or belief, sexual orientation, age, marriage and civil marriage/partnership and pregnancy and maternity.

Agenda Item 6

Annex 1

Please provide a comment for each answer, providing evidence for your answer, regardless whether you have answered yes or no.

Questions	Yes	No
1. Are there any particular groups who may have trouble accessing the 'service'?		x
Comments:		
2. Does your information suggest that some groups of people are less satisfied than others with this 'service'?		x
Comments: N/A		
3. Will this service have a significant impact on any of our residents?	x	
Comments: This will have a positive impact on the appearance of the estate and facilities for residents		
4. Do you have any evidence that discrimination, harassment and/or victimisation could occur as part of this service?		x
Comments:		
5. Do you think the service will hinder communication and negatively impact relations between the organisation and its employees, residents, contractors or anyone else?		x
Comments:		
6. Does this service need to improve the way in which it is communicated to people who have literacy, numeracy or any other access needs?	x	
Comments: Thought needs to be given in the communication of the different stages of this project ie via newsletter, web site information, letters to individual residents, notices before and during construction phase. Thought should be given to literacy levels of the written communication and contact details for so that residents can speak to an officer, for further information or clarification on any information provided Fair distribution of parking spaces and storage areas.		

7. Does consultation need to be carried out?	Annex 1	x	
Comments: Consultation carried out on options for the area in 2019. Section 20 consultation will be required before the letting of the contract			

In order to assess the priority of your **'service'** please complete the table below by adding up how many questions you answered yes to and following the appropriate action.

Priority	Number of questions answered 'yes'	Rating	Action
High	3 or more	x	Continue to section 2
Medium	1 to 2		Please provide evidence to any questions you answered 'yes' to in section 1. Test for relevance complete (sometimes a full assessment may be required).
Low	0		Test for relevance complete.

If, following the completion of the test for relevance, a full assessment is not required, go straight to the declaration. If a full assessment is required, go to Step two: full equality impact assessment.

Step two: full equality impact assessment

1 Could the strategy, policy, service, project, activity or decision have a **negative, positive or neutral** effect on groups or individuals?

Consider:

What you are doing?

Why you are doing it?

How you are doing it?

Who can access the service easily and who may not be able to access the service and **why**?

The full analysis explores ways to reduce or eliminate barriers and/or negative impacts.

Protected characteristics	N e g a t i v e	P o s i t i v e	N e u t r a l	Evidence/Reasoning (Consider any barriers which will have negative impact and/or good practices giving positive impact)
<p>Age</p> <p>Consider:</p> <ul style="list-style-type: none"> The way younger and older people access services may be different Use of technology Child care/care of other dependant Timings/flexibility, such as work patterns Transport arrangements Venue location 		x		<p>Recommendations:</p>
<p>Disability (Includes: physical, learning, sensory (deaf/blind), mental health)</p> <p>Consider:</p> <ul style="list-style-type: none"> Communication methods Accessibility – venue, location, transport Range of support needed to participate Hearing Loops/Interpreters Disability awareness training for employees 		x		<p>Recommendations:</p> <p>Should we include a disabled parking bay?</p> <p>Has access for storage facility been checked to allow disabled residents to use</p> <p>Ensure communication is accessible</p>
<p>Race (Includes; gypsy, travelling, refugee and migrant communities)</p> <p>Consider:</p>			x	<p>Recommendations:</p> <p>Consider access of communication</p> <p>Fair access to facilities</p>

<ul style="list-style-type: none"> • The size of the BME communities that your service/project affects. • Language(s) spoken/understood. • Culture, such as hygiene, clothing, physical activities, mixed gender activities. • What access support can you offer? 			
<p>Religion, faith or belief</p> <p>Consider:</p> <ul style="list-style-type: none"> • The diversity within the communities that your service/project affect • Prayer times, meal times, food (some religions do not eat meat), cultural habit or belief, religious holidays such as Ramadan • Awareness training for employees 		x	<p>Recommendations:</p>
<p>Pregnancy and maternity</p> <p>Consider:</p> <ul style="list-style-type: none"> • Flexible hours of the service/project • Is there access to private area for breastfeeding mothers? 		x	<p>Recommendations:</p>
<p>Gender</p> <p>Consider:</p> <ul style="list-style-type: none"> • The impact on men and women • Child care/care of other dependant • Mixed/single gender groups/activities • Timing of services/projects 		x	<p>Recommendations:</p>
<p>Sexual orientation (Includes: lesbian, gay, bisexual)</p> <p>Consider:</p> <ul style="list-style-type: none"> • LGB people should feel safe to disclose their sexual orientation without fear of prejudice • Make it clear you recognised civil 		x	<p>Recommendations:</p>

<p>marriage and partnerships</p> <ul style="list-style-type: none"> Awareness training for employees 				
<p>Transgender</p> <p>Consider:</p> <ul style="list-style-type: none"> Trans people should be able to disclose their gender identity without fear of prejudice Making it clear you have a Trans policy and process Awareness training for employees 			x	<p>Recommendations:</p>
<p>Marriage and civil marriage/partnership</p> <p>Consider:</p> <ul style="list-style-type: none"> All couples or partners, regardless of gender, should be able to access services 			x	<p>Recommendations:</p>

<p>Outsourced services</p>	
<p>If your policy/process is partly or wholly provided by external organisations/agencies (such as Civica or Capita), please list any arrangements you plan to ensure that they promote equality and diversity. Include this in your improvement plan</p>	<p>The programme of works will be delivered by a 3rd party contractor. Ensure accessibility of communication, availability of H&S information on a building site (CDM)</p>
<p>Relations between different equality groups</p>	
<p>Does your assessment show that a strategy, policy or process may amount to potential adverse impact between different equality groups? If yes please explain how the improvement plan is going to tackle this issue</p>	<p>no</p>
<p>Consultation responses</p>	
<p>Summary of replies from individuals and stakeholders consulted including any previous complaints on equality and diversity issues about the strategy, policy or process</p>	

Summary of recommendations

Agenda Item 6

Annex 1

Actions	By Who	By When

Declaration

I am satisfied that a Test for Relevance has been carried out on the matter named in this Analysis and conclude that a full Equality Impact Assessment **is not required**.

Yes No

If you do not think that a full Equality Impact Assessment is required – please give your reasons:

I confirm that a full Equality Impact Assessment has been completed.

Yes No

Signature of Service Director:	Date:
	10 November 2021

Recommendations agreed:	Yes <input type="checkbox"/> No <input type="checkbox"/>
-------------------------	----------------------------------------------------------

Signed:	EIA date: 10 November 2021
(Director): 	

This page is intentionally left blank

Mid Year Review 2021-22: Treasury Management and Annual Investment Strategy

Cabinet	18 November 2021
Report Author	Chris Blundell, Director of Finance and Acting Section 151 Officer
Portfolio Holder	Councillor David Saunders, Cabinet Member for Finance
Status	For Decision
Classification	Unrestricted
Ward	Thanet Wide

Executive Summary:

This report summarises treasury management activity and prudential/ treasury indicators for the first half of 2021-22.

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 2021-22 mid-year position for treasury activities.

Key reporting items to consider include:

- 2021-22 mid-year capital expenditure on long term assets was £5.1m (2020-21 mid-year: £5.4m), against a full-year budget of £31.0m.
- The council’s gross debt, also called the borrowing position, at 30 September 2021 was £20.4m (30 September 2020: £24.7m).
- The council’s underlying need to borrow to finance its capital expenditure, also called the Capital Financing Requirement (CFR), is estimated to be £54.6m at 31 March 2022 (31 March 2021: £56.7m).
- 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 £81m.
- As at 30 September 2021 the council’s investment balance was £54.2m (30 September 2021: £42.3m).

- It is proposed that the 2021-22 Treasury Management Strategy Statement be amended as described in section 3 of this report.

Recommendation(s):

That Cabinet:

1. Notes, and makes comments on as appropriate, this report and annexes;
2. Recommends this report and annexes, including the prudential and treasury indicators that are shown and the proposed changes to the 2021-22 Treasury Management Strategy Statement, to council for approval.

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 Director of Finance, 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 operation is to 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. These require all local authorities 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 report), 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 2021-22 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 2021-22;
- A review of the council's borrowing strategy for 2021-22;
- A review of any debt rescheduling undertaken during 2021-22;
- A review of compliance with Treasury and Prudential Limits for 2021-22.

3 Treasury Management Strategy Statement and Annual Investment Strategy Update

3.1 The Treasury Management Strategy Statement (TMSS) for 2021-22, which includes the Annual Investment Strategy, Capital Strategy and Non-Treasury Investment Report, was approved by the council on 11 February 2021.

3.2 The 2021-22 TMSS referred to in section 3.1 above requires revision as the implementation date of International Financial Reporting Standard 16 (IFRS16) on lease accounting has been deferred again to April 2022. The proposed change is to amend the 2021-22 TMSS so that the 2021-22 Operational Boundary for other long term liabilities is reduced from £35m to £10m and the 2021-22 Authorised Limit for other long term liabilities is reduced from £45m to £15m.

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 budgets for capital expenditure and the changes since the capital programme was agreed at the Budget.

The revised budget includes net reprofiling of £14.682m (reflecting unspent budgets from 2020-21 that have been slipped into 2021-22) for General Fund, and a review of the HRA capital programme now that the in-house team has become established.

Capital Expenditure	2021-22 Original Budget £m	Current Position – Actual spend at 30-09-21 £m	2021-22 Revised Budget £m
General Fund	5.461	3.145	23.210
HRA	16.518	1.999	7.838
Total	21.979	5.144	31.048

General Fund 2021-22 budget: As at 30 September 2021 there had not yet been any spend on the following projects with budgets over £0.5m:

- Office Accommodation (£3m).
- Parkway Railway Station (£2m).
- Margate Town Deal (£1.66m).
- Ramsgate Future High Street Fund (£1.25m).
- Public Toilet Refurbishment (£0.75m).
- 51-57 High Street, Margate - Refurbishment (£0.75m).

HRA 2021-22 budget: As at 30 September 2021, actual spend for council dwelling major works/adaptations was £2.198m, against a 2021-22 budget of £5.936m, and purchase/replenishment schemes was negative £0.199m (i.e £0.199m less than total 2021-22 expenditure estimated to relate to work done in 2020-21), against a budget of £1.902m.

More detailed monitoring information on the capital programme at scheme level, including forecasts to the end of the financial year, is included in the regular 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	2021-22 Original Budget £m Total	Current Position – Actual at 30-09-21 £m	2021-22 Revised Budget £m GF	2021-22 Revised Budget £m HRA	2021-22 Revised Budget £m Total
Total spend	21.979	5.144	23.210	7.838	31.048
Financed by:					
Capital receipts	2.089		5.515	0.625	6.140
Capital grants	3.642		11.372	0.343	11.715
Reserves	12.313		2.646	6.045	8.691
Revenue	0.300		0.073	0.300	0.373
Total financing	18.344		19.606	7.313	26.919
Borrowing need	3.635		3.604	0.525	4.129

The table above shows that the revisions to the 2021-22 capital programmes are largely being financed by grants, 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.

The table below shows the CFR, and also shows the expected debt position over the period, which is termed the Operational Boundary.

Prudential Indicator – Capital Financing Requirement

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

Prudential Indicator – the Operational Boundary for external debt

	2021-22 Original Estimate £m	Current Position – Actual at 30-09-21 £m	2021-22 Revised Estimate £m

Prudential Indicator – Capital Financing Requirement			
CFR –General Fund	48.249		26.039
CFR – HRA	32.216		28.511
Total CFR	80.465		54.550
Net movement in CFR	23.780		(2.135)
	2021-22 Original Indicator £m	Current Position – Actual at 30-09-21 £m	2021-22 Revised Indicator £m
Prudential Indicator - the Operational Boundary for External Debt			
Borrowing	76.000	20.385	76.000
Other long term liabilities*	35.000	1.339	10.000
Total debt	111.000	21.724	86.000

* Any 'on balance sheet' PFI schemes and finance leases etc (including the leisure centre deferred credit).

The original CFR estimate and original Operational Boundary indicator both include an allowance for the recognition of leases under International Financial Reporting Standard 16 (IFRS 16). This allowance has been removed from both the revised CFR estimate and revised Operational Boundary indicator, as the IFRS 16 implementation date has been deferred again to April 2022.

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 2021-22 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.

	2021-22 Original Estimate £m	Current Position – Actual at 30-09-21 £m	2021-22 Revised Estimate £m
Gross borrowing	46.448	20.385	34.455
Plus other long term liabilities*	21.223	1.339	1.169
Total gross borrowing	67.671	21.724	35.624
CFR (year end position)	80.465		54.550

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	2021-22 Original Indicator £m	Current Position – Actual at 30-09-20 £m	2021-22 Revised Indicator £m
Borrowing	81.000	20.385	81.000
Other long term liabilities*	45.000	1.339	15.000
Total	126.000	21.724	96.000

** Any 'on balance sheet' PFI schemes and finance leases etc (including the leisure centre deferred credit).*

The original CFR and Other Long Term Liabilities estimates and original Authorised Limit indicator all include an allowance for the recognition of leases under International Financial Reporting Standard 16 (IFRS 16). This allowance has been removed from the revised CFR and Other Long Term Liabilities estimates and revised Authorised Limit indicator, as the IFRS 16 implementation date has been deferred again to April 2022.

5 Annual Investment Strategy 2021-22

- 5.1 The Treasury Management Strategy Statement (TMSS) for 2021-22, which includes the Annual Investment Strategy, was approved by council on 11 February 2021. 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 short-term money market investment rates have only risen weakly since Bank Rate was cut to 0.10% in March 2020 until the Monetary Policy Committee (MPC) meeting on 24th September 2021 when 6 and 12 month rates rose in

anticipation of Bank Rate going up in 2022. Given this environment and that Bank Rate may only rise marginally, or not at all, before mid-2023, investment returns are expected to remain low.

5.4 **Creditworthiness**

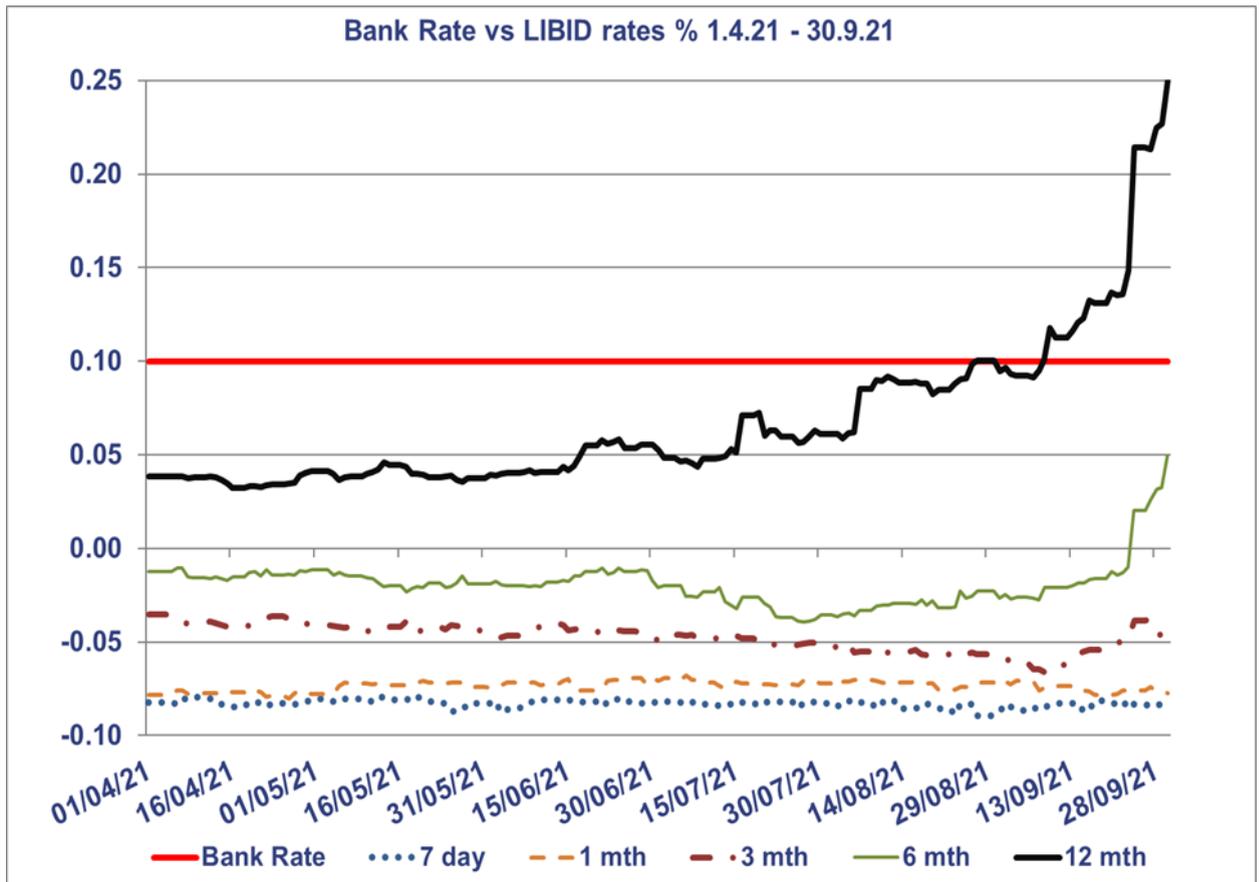
Significant levels of downgrades to Short and Long Term credit ratings have not materialised since the crisis in March 2020. In the main, where they did change, any alterations were limited to Outlooks. However, as economies are beginning to reopen, there have been some instances of previous lowering of Outlooks being reversed.

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

Although CDS prices (these are market indicators of credit risk) for banks (including those from the UK) spiked at the outset of the pandemic in 2020, they have subsequently returned to near pre-pandemic levels. However, sentiment can easily shift, so it remains important to undertake continual monitoring of all aspects of risk and return in the current circumstances.

5.6 **Investment rates during half year ended 30th September 2021**

The levels shown below use the traditional market method for calculating LIBID rates – i.e., LIBOR – 0.125%. Given the ultra-low LIBOR levels this year, this produces negative rates across some periods.



	Bank Rate	7 day	1 mth	3 mth	6 mth	12 mth
High	0.10	-0.08	-0.07	-0.04	0.05	0.25
High Date	01/04/2021	09/04/2021	06/07/2021	01/04/2021	30/09/2021	30/09/2021
Low	0.10	-0.09	-0.08	-0.07	-0.04	0.03
Low Date	01/04/2021	27/08/2021	26/04/2021	08/09/2021	27/07/2021	16/04/2021
Average	0.10	-0.08	-0.07	-0.05	-0.02	0.07
Spread	0.00	0.01	0.01	0.03	0.09	0.22

5.7 The council held £54.151m of investments as at 30 September 2021, with maturities all under one year (£31.325m at 31 March 2021). The investment portfolio yield for the first six months of the year is 0.07% against a benchmark (average 7-day LIBID rate) of negative 0.08%. The constituent investments are:

Sector	Country	Total £m
Banks	UK	4.894
Money Market Funds	UK	49.257
Total		54.151

5.8 The Section 151 Officer confirms that the approved limits within the Annual Investment Strategy were not breached during the first six months of 2021-22.

5.9 The council's budgeted investment return for 2021-22 is £0.017m (£0.009m half-year) and performance for the first half of the financial year is above budget at £0.017m. The revised estimate for 2021-22 is £0.030m.

5.10 Investment Risk Benchmarking

Investment risk benchmarks were set in the 2021-22 Treasury Management Strategy Statement (TMSS) for security, liquidity and yield. The mid-year position against these benchmarks is given below.

5.10.1 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
Maximum	0.05%	0.05%	0.05%	0.05%	0.05%

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.

5.10.2 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.

5.10.3 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 0.07% against a benchmark (average 7-day LIBID rate) of negative 0.08%

5.11 Investment Counterparty criteria

The current investment counterparty criteria selection approved in the TMSS is meeting the requirement of the treasury management function.

6 Borrowing

- 6.1 The council's capital financing requirement (CFR) revised estimate for 2021-22 is £54.550m. 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 £20.385m (table 4.5) and has utilised an estimated £34.165m 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 £4.009m of maturing debt during the first half of this financial year using investment balances, as below:

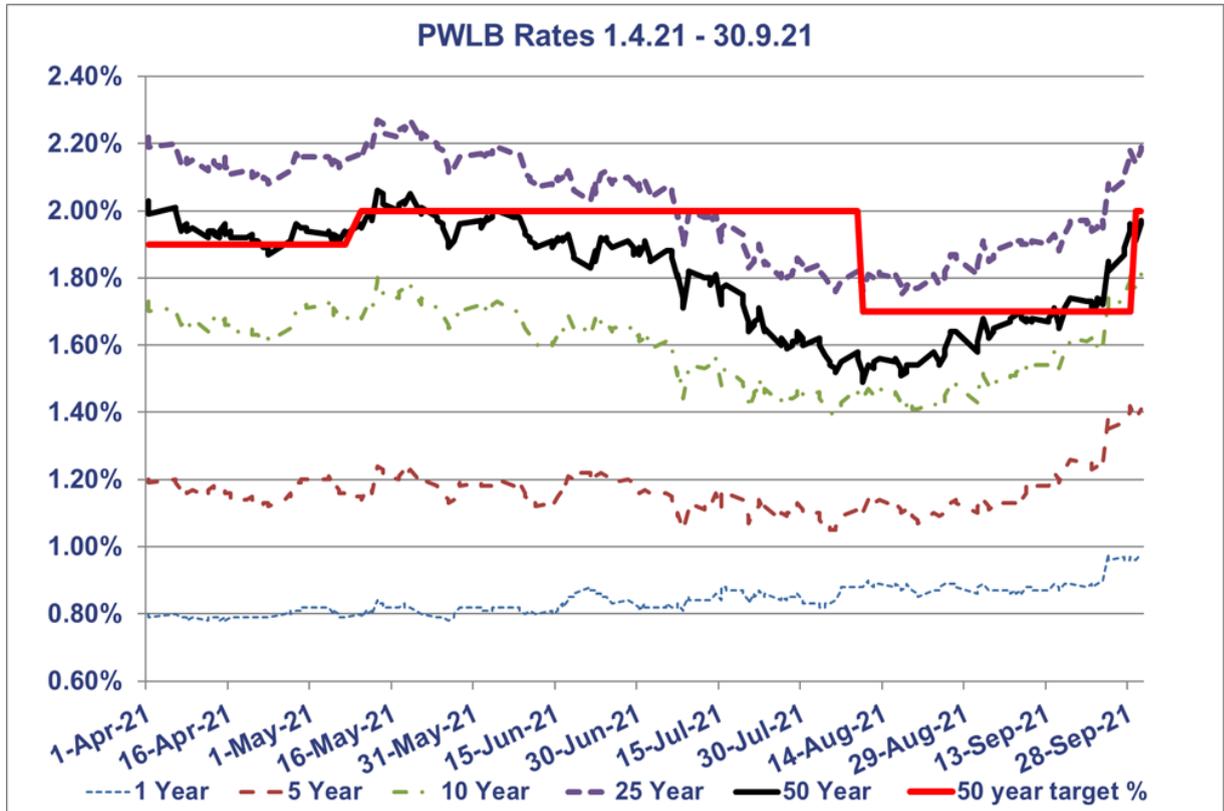
Lender	Principal £'000	Interest Rate	Repayment Date
Salix	4	0.00%	01-04-21
PWLB	43	3.08%	23-04-21
PWLB	50	2.48%	27-05-21
PWLB	72	1.28%	20-06-21
PWLB	3,840	3.31%	15-09-21
Total	4,009		

- 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. The capital programme is being kept under regular review due to the effects of coronavirus and shortages of materials and labour. The council's borrowing strategy will therefore also be regularly reviewed and then revised, if

necessary, in order to achieve optimum value and risk exposure in the long-term.

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 2021.

6.6 PWLB borrowing rates during half year ended 30th September 2021



	1 Year	5 Year	10 Year	25 Year	50 Year
Low	0.78%	1.05%	1.39%	1.75%	1.49%
Date	08/04/2021	08/07/2021	05/08/2021	17/08/2021	10/08/2021
High	0.98%	1.42%	1.81%	2.27%	2.06%
Date	24/09/2021	28/09/2021	28/09/2021	13/05/2021	13/05/2021
Average	0.84%	1.16%	1.60%	2.02%	1.81%
Spread	0.20%	0.37%	0.42%	0.52%	0.57%

6.7 Gilt yields and PWLB rates were on a falling trend between May and August. However, they rose sharply towards the end of September.

6.8 Link's 50 year PWLB target certainty rate for new long-term borrowing started 2021-22 at 1.90%, rose to 2.00% in May, fell to 1.70% in August and returned to 2.00% at the end of September after the MPC meeting of 23rd September.

- 6.9 The current PWLB rates are set as margins over gilt yields as follows: -
- **PWLB Standard Rate** is gilt plus 100 basis points (G+100bps)
 - **PWLB Certainty Rate** is gilt plus 80 basis points (G+80bps)
 - **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)
- 6.10 Debt rescheduling opportunities have been very limited in the current economic climate and following the various increases in the margins 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.
- 6.11 The council's budgeted debt interest payable for 2021-22 is £1.368m (£0.684m half-year) and performance for the first half of the financial year is below budget at £0.466m, reflecting the use of internal borrowing (see section 6.1). The revised estimate for 2021-22 is £1.056m.

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.

%	2021-22 Original Indicator	2021-22 Revised Indicator
GF	11.7%	9.4%
HRA	6.2%	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.

	2021-22 Original Upper Limit	Current Position – Actual at 30-09-21	2021-22 Revised Upper Limit
Maturity structure of fixed rate borrowing			
Under 12 months	50%	24%	50%
1 year to under 2 years	50%	2%	50%
2 years to under 5 years	50%	13%	50%
5 years to under 10 years	50%	12%	50%
10 years to under 20 years	50%	35%	50%

20 years to under 30 years	50%	9%	50%
30 years to under 40 years	50%	0%	50%
40 years to under 50 years	50%	5%	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 Cabinet:

- Notes, and makes comments on as appropriate, this report and annexes.
- Recommends this report and annexes (including the prudential and treasury indicators that are shown and the proposed changes to the 2021-22 Treasury Management Strategy Statement) to council for approval.

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

9. Next Steps

9.1 This report is to go to the 1 December 2021 Governance & Audit Committee meeting, and then to the 9 December 2021 council meeting for approval.

10 Disclaimer

10.1 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: Chris Blundell, Director of Finance & Acting 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: N/A

Legal: Estelle Culligan, Deputy Monitoring Officer

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

1 Link's Economic Update (issued by Link on 6 October 2021)

1.1 Monetary Policy Committee (MPC) meeting 24.9.21

- The MPC voted unanimously to leave Bank Rate unchanged at 0.10% and made no changes to its programme of quantitative easing purchases due to finish by the end of this year at a total of £895bn; two MPC members voted to stop the last £35bn of purchases as they were concerned that this would add to inflationary pressures.
- There was a major shift in the tone of the MPC's minutes at this meeting from the previous meeting in August which had majored on indicating that some tightening in monetary policy was now on the horizon, but also not wanting to stifle economic recovery by too early an increase in Bank Rate. In his press conference after the August MPC meeting, Governor Andrew Bailey said, "the challenge of avoiding a steep rise in unemployment has been replaced by that of ensuring a flow of labour into jobs" and that "the Committee will be monitoring closely the incoming evidence regarding developments in the labour market, and particularly unemployment, wider measures of slack, and underlying wage pressures." In other words, it was flagging up a potential danger that labour shortages could push up wage growth by more than it expects and that, as a result, Consumer Price Index (CPI) inflation would stay above the 2% target for longer. It also discounted sharp increases in monthly inflation figures in the pipeline in late 2021 which were largely propelled by events a year ago e.g., the cut in VAT in August 2020 for the hospitality industry, and by temporary shortages which would eventually work their way out of the system: in other words, **the MPC had been prepared to look through a temporary spike in inflation.**
- So, in August the country was just put on alert. However, this time the MPC's words indicated there had been a marked increase in concern that more recent increases in prices, particularly the increases in gas and electricity prices in October and due again next April, are, indeed, likely to lead to **faster and higher inflation expectations and underlying wage growth, which would in turn increase the risk that price pressures would prove more persistent next year than previously expected. Indeed, to emphasise its concern about inflationary pressures, the MPC pointedly chose to reaffirm its commitment to the 2% inflation target in its statement;** this suggested that it was now willing to look through the flagging economic recovery during the summer to prioritise bringing inflation down next year. This is a reversal of its priorities in August and a long way from words at earlier MPC meetings which indicated a willingness to look through inflation overshooting the target for limited periods to ensure that inflation was 'sustainably over 2%'. Indeed, whereas in August the MPC's focus was on getting through a winter of temporarily high energy prices and supply shortages, believing that inflation would return to just under the 2% target after reaching a high around 4% in late 2021, now its primary concern is that underlying price pressures in the economy are likely to get embedded over the next year and elevate future inflation to stay significantly above its 2% target and for longer.

Agenda Item 7

Annex 1

- Financial markets are now pricing in a first increase in Bank Rate from 0.10% to 0.25% in February 2022, but this looks ambitious as the MPC has stated that it wants to see what happens to the economy, and particularly to employment once furlough ends at the end of September. At the MPC's meeting in February it will only have available the employment figures for November: to get a clearer picture of employment trends, it would need to wait until the May meeting when it would have data up until February. At its May meeting, it will also have a clearer understanding of the likely peak of inflation.
- **The MPC's forward guidance on its intended monetary policy** on raising Bank Rate versus selling (quantitative easing) holdings of bonds is as follows: -
 1. Placing the focus on raising Bank Rate as "the active instrument in most circumstances".
 2. Raising Bank Rate to 0.50% before starting on reducing its holdings.
 3. Once Bank Rate is at 0.50% it would stop reinvesting maturing gilts.
 4. Once Bank Rate had risen to at least 1%, it would start selling its holdings.
- **COVID-19 vaccines.** These have been the game changer which have enormously boosted confidence that **life in the UK could largely return to normal during the summer** after a third wave of the virus threatened to overwhelm hospitals in the spring. With the household saving rate having been exceptionally high since the first lockdown in March 2020, there is plenty of pent-up demand and purchasing power stored up for services in hard hit sectors like restaurants, travel and hotels. The big question is whether mutations of the virus could develop which render current vaccines ineffective, as opposed to how quickly vaccines can be modified to deal with them and enhanced testing programmes be implemented to contain their spread.

1.2 US. See comments below on US treasury yields (section 2.13).

1.3 EU. The slow rollout of vaccines initially delayed economic recovery in early 2021 but the vaccination rate has picked up sharply since then. After a contraction in Gross Domestic Product (GDP) of -0.3% in Q1, Q2 came in with strong growth of 2%, which is likely to continue into Q3, though some countries more dependent on tourism may struggle. Recent sharp increases in gas and electricity prices have increased overall inflationary pressures but the European Central Bank (ECB) is likely to see these as being only transitory after an initial burst through to around 4%, so is unlikely to be raising rates for a considerable time.

German general election: With the CDU/CSU and SPD both having won around 24-26% of the vote in the September general election, the composition of Germany's next coalition government may not be agreed by the end of 2021. An SPD-led coalition would probably pursue a slightly less restrictive fiscal policy, but any change of direction from a CDU/CSU led coalition government is likely to be small. However, with Angela Merkel standing down as Chancellor as soon as a coalition is formed, there will be a hole in overall European Union (EU) leadership which will be difficult to fill.

1.4 China. After a concerted effort to get on top of the virus outbreak in Q1 2020, economic recovery was strong in the rest of the year; this enabled China to recover all the initial contraction. During 2020, policy makers both quashed the virus and implemented a programme of monetary and fiscal support that was particularly

Agenda Item 7

Annex 1

effective at stimulating short-term growth. At the same time, China's economy benefited from the shift towards online spending by consumers in developed markets. These factors helped to explain its comparative outperformance compared to western economies during 2020 and earlier in 2021. However, the pace of economic growth has now fallen back after this initial surge of recovery from the pandemic and China is now struggling to contain the spread of the Delta variant through sharp local lockdowns - which will also depress economic growth. There are also questions as to how effective Chinese vaccines are proving. In addition, recent regulatory actions motivated by a political agenda to channel activities into officially approved directions, are also likely to reduce the dynamism and long-term growth of the Chinese economy.

- 1.5 **Japan.** 2021 has been a patchy year in combating Covid. However, after a slow start, nearly 50% of the population are now vaccinated and Covid case numbers are falling. After a weak Q3 there is likely to be a strong recovery in Q4. The Bank of Japan is continuing its very loose monetary policy but with little prospect of getting inflation back above 1% towards its target of 2%, any time soon: indeed, inflation was negative in July. New Prime Minister Kishida has promised a large fiscal stimulus package after the November general election – which his party is likely to win.
- 1.6 **World growth.** World growth was in recession in 2020 but recovered during 2021 until starting to lose momentum more recently. Inflation has been rising due to increases in gas and electricity prices, shipping costs and supply shortages, although these should subside during 2022. It is likely that we are heading into a period where there will be a reversal of **world globalisation** and a decoupling of western countries from dependence on China to supply products, and vice versa. This is likely to reduce world growth rates from those in prior decades.
- 1.7 **Supply shortages.** The pandemic and extreme weather events have been highly disruptive of extended worldwide supply chains. At the current time there are major queues of ships unable to unload their goods at ports in New York, California and China. Such issues have led to mis-distribution of shipping containers around the world and have contributed to a huge increase in the cost of shipping. Combined with a shortage of semi-conductors, these issues have had a disruptive impact on production in many countries. Many western countries are also hitting up against a difficulty in filling job vacancies. It is expected that these issues will be gradually sorted out, but they are currently contributing to a spike upwards in inflation and shortages of materials and goods on shelves.

2 Link's Interest Rate Forecast (issued by Link on 6 October 2021)

- 2.1 The council's treasury advisor, Link Group, provided the following forecasts on 29th September 2021 (PWLB rates are certainty rates, gilt yields plus 80bps):

Agenda Item 7

Annex 1

Link Group Interest Rate View		29.9.21								
	Dec-21	Mar-22	Jun-22	Sep-22	Dec-22	Mar-23	Jun-23	Sep-23	Dec-23	Mar-24
BANK RATE	0.10	0.10	0.25	0.25	0.25	0.25	0.50	0.50	0.50	0.75
3 month ave earnings	0.10	0.10	0.20	0.20	0.30	0.40	0.50	0.50	0.60	0.70
6 month ave earnings	0.20	0.20	0.30	0.30	0.40	0.50	0.60	0.60	0.70	0.80
12 month ave earnings	0.30	0.40	0.50	0.50	0.50	0.60	0.70	0.80	0.90	1.00
5 yr PWLB	1.40	1.40	1.50	1.50	1.60	1.60	1.60	1.70	1.70	1.70
10 yr PWLB	1.80	1.80	1.90	1.90	2.00	2.00	2.00	2.10	2.10	2.10
25 yr PWLB	2.20	2.20	2.30	2.30	2.40	2.40	2.40	2.50	2.50	2.60
50 yr PWLB	2.00	2.00	2.10	2.20	2.20	2.20	2.20	2.30	2.30	2.40

2.2 Additional notes by Link on this forecast table: -

- *LIBOR and LIBID rates will cease from the end of 2021. Work is currently progressing to replace LIBOR with a rate based on SONIA (Sterling Overnight Index Average). In the meantime, our forecasts are based on expected average earnings by local authorities for 3 to 12 months.*
- *Our forecasts for average earnings are averages i.e., rates offered by individual banks may differ significantly from these averages, reflecting their different needs for borrowing short term cash at any one point in time.*

2.3 The coronavirus outbreak has done huge economic damage to the UK and to economies around the world. After the Bank of England took emergency action in March 2020 to cut Bank Rate to 0.10%, it left Bank Rate unchanged at its subsequent meetings.

2.4 As shown in the forecast table above, one increase in Bank Rate from 0.10% to 0.25% has now been included in quarter 2 of 2022/23, a second increase to 0.50% in quarter 2 of 23/24 and a third one to 0.75% in quarter 4 of 23/24.

2.5 Significant risks to the forecasts

- COVID vaccines do not work to combat new mutations and/or new vaccines take longer than anticipated to be developed for successful implementation.
- The pandemic causes major long-term scarring of the economy.
- The Government implements an austerity programme that suppresses GDP growth.
- The MPC tightens monetary policy too early – by raising Bank Rate or unwinding QE.
- The MPC tightens monetary policy too late to ward off building inflationary pressures.
- Major stock markets e.g. in the US, become increasingly judged as being over-valued and susceptible to major price corrections. Central banks become increasingly exposed to the “moral hazard” risks of having to buy shares and corporate bonds to reduce the impact of major financial market sell-offs on the general economy.

Agenda Item 7

Annex 1

- Geo-political risks are widespread e.g. German general election in September 2021 produces an unstable coalition or minority government and a void in high-profile leadership in the EU when Angela Merkel steps down as Chancellor of Germany; on-going global power influence struggles between Russia/China/US.

2.6 The balance of risks to the UK economy: -

- The overall balance of risks to economic growth in the UK is now to the downside, including residual risks from Covid and its variants - both domestically and their potential effects worldwide.

2.7 Forecasts for Bank Rate

Bank Rate is not expected to go up fast after the initial rate rise as the supply potential of the economy has not generally taken a major hit during the pandemic, so should be able to cope well with meeting demand without causing inflation to remain elevated in the medium-term, or to inhibit inflation from falling back towards the MPC's 2% target after the surge to around 4% towards the end of 2021. Three increases in Bank rate are forecast in the period to March 2024, ending at 0.75%. However, these forecasts may well need changing within a relatively short time frame for the following reasons:

- There are increasing grounds for viewing the economic recovery as running out of steam during the summer and now into the autumn. This could lead into stagflation which would create a dilemma for the MPC as to which way to face.
- Will some current key supply shortages e.g., petrol and diesel, spill over into causing economic activity in some sectors to take a significant hit?
- Rising gas and electricity prices in October and next April and increases in other prices caused by supply shortages and increases in taxation next April, are already going to deflate consumer spending power without the MPC having to take any action on Bank Rate to cool inflation. Then we have the Government's upcoming budget in October, which could also end up in reducing consumer spending power.
- On the other hand, consumers are sitting on around £200bn of excess savings left over from the pandemic so when will they spend this sum, in part or in total?
- There are 1.6 million people coming off furlough at the end of September; how many of those will not have jobs on 1st October and will, therefore, be available to fill labour shortages in many sectors of the economy? So, supply shortages which have been driving up both wages and costs, could reduce significantly within the next six months or so and alleviate the MPC's current concerns.
- There is a risk that there could be further nasty surprises on the Covid front, on top of the flu season this winter, which could depress economic activity.

2.8 In summary, with the high level of uncertainty prevailing on several different fronts, it is likely that these forecasts will need to be revised again soon - in line with what the new news is.

2.9 It also needs to be borne in mind that Bank Rate being cut to 0.10% was an emergency measure to deal with the Covid crisis hitting the UK in March 2020. At any time, the MPC could decide to simply take away that final emergency cut from 0.25%

to 0.10% on the grounds of it no longer being warranted and as a step forward in the return to normalisation. In addition, any Bank Rate under 1% is both highly unusual and highly supportive of economic growth.

2.10 Forecasts for PWLB rates and gilt and treasury yields

As the interest forecast table for PWLB certainty rates above shows, there is likely to be a steady rise over the forecast period, with some degree of uplift due to rising treasury yields in the US.

2.11 There is likely to be exceptional volatility and unpredictability in respect of gilt yields and PWLB rates due to the following factors: -

- How strongly will changes in gilt yields be correlated to changes in US treasury yields?
- Will the Fed take action to counter increasing treasury yields if they rise beyond a yet unspecified level?
- Would the MPC act to counter increasing gilt yields if they rise beyond a yet unspecified level?
- How strong will inflationary pressures turn out to be in both the US and the UK and so impact treasury and gilt yields?
- How will central banks implement their new average or sustainable level inflation monetary policies?
- How well will central banks manage the withdrawal of QE purchases of their national bonds i.e., without causing a panic reaction in financial markets as happened in the “taper tantrums” in the US in 2013?
- Will exceptional volatility be focused on the short or long-end of the yield curve, or both?

2.12 The forecasts are also predicated on an assumption that there is no break-up of the Eurozone or EU within our forecasting period, despite the major challenges that are looming up, and that there are no major ructions in international relations, especially between the US and China / North Korea and Iran, which have a major impact on international trade and world GDP growth.

2.13 Gilt and treasury yields

Since the start of 2021, there has been a lot of volatility in gilt yields, and hence PWLB rates. During the first part of the year, US President Biden's, and the Democratic party's determination to push through a \$1.9trn (equivalent to 8.8% of GDP) fiscal boost for the US economy as a recovery package from the Covid pandemic was what unsettled financial markets. However, this was in addition to the \$900bn support package already passed in December 2020 under President Trump. This was then followed by additional Democratic ambition to spend further huge sums on infrastructure and an American families plan over the next decade which are caught up in Democrat / Republican haggling. Financial markets were alarmed that all this stimulus, which is much bigger than in other western economies, was happening at a time in the US when: -

1. A fast vaccination programme has enabled a rapid opening up of the economy.
2. The economy had already been growing strongly during 2021.
3. It started from a position of little spare capacity due to less severe lockdown measures than in many other countries. A combination of shortage of labour and

Agenda Item 7

Annex 1

supply bottle necks is likely to stoke inflationary pressures more in the US than in other countries.

4. And the Fed was still providing monetary stimulus through monthly QE purchases.

These factors could cause an excess of demand in the economy which could then unleash stronger and more sustained inflationary pressures in the US than in other western countries. This could then force the Fed to take much earlier action to start tapering monthly QE purchases and/or increasing the Fed rate from near zero, despite their stated policy being to target average inflation. It is notable that some Fed members have moved forward their expectation of when the first increases in the Fed rate will occur in recent Fed meetings. In addition, more recently, shortages of workers appear to be stoking underlying wage inflationary pressures which are likely to feed through into CPI inflation. A run of strong monthly jobs growth figures could be enough to meet the threshold set by the Fed of “substantial further progress towards the goal of reaching full employment”. However, the weak growth in August, (announced 3.9.21), has spiked anticipation that tapering of monthly QE purchases could start by the end of 2021. These purchases are currently acting as downward pressure on treasury yields. As the US financial markets are, by far, the biggest financial markets in the world, any trend upwards in the US will invariably impact and influence financial markets in other countries. However, during June and July, longer term yields fell sharply; even the large non-farm payroll increase in the first week of August seemed to cause the markets little concern, which is somewhat puzzling, particularly in the context of the concerns of many commentators that inflation may not be as transitory as the Fed is expecting it to be. Indeed, inflation pressures and erosion of surplus economic capacity look much stronger in the US than in the UK. **As an average since 2011, there has been a 75% correlation between movements in 10 year treasury yields and 10 year gilt yields. This is a significant UPWARD RISK exposure to our forecasts for longer term PWLB rates. However, gilt yields and treasury yields do not always move in unison.**

- 2.14 There are also possible **DOWNSIDE RISKS** from the huge sums of cash that the UK populace have saved during the pandemic; when savings accounts earn little interest, it is likely that some of this cash mountain could end up being invested in bonds and so push up demand for bonds and support their prices i.e., this would help to keep their yields down. How this will interplay with the Bank of England eventually getting round to not reinvesting maturing gilts and then later selling gilts, will be interesting to keep an eye on.

2.15 The balance of risks to medium to long term PWLB rates: -

- There is a balance of upside risks to forecasts for medium to long term PWLB rates.

2.16 A new era – a fundamental shift in central bank monetary policy

One of the key results of the pandemic has been a fundamental rethinking and shift in monetary policy by major central banks like the Fed, the Bank of England and the ECB, to tolerate a higher level of inflation than in the previous two decades when inflation was the prime target to bear down on so as to stop it going above a target rate. There is now also a greater emphasis on other targets for monetary policy than just inflation, especially on ‘achieving broad and inclusive “maximum” employment in its entirety’ in the US before consideration would be given to increasing rates.

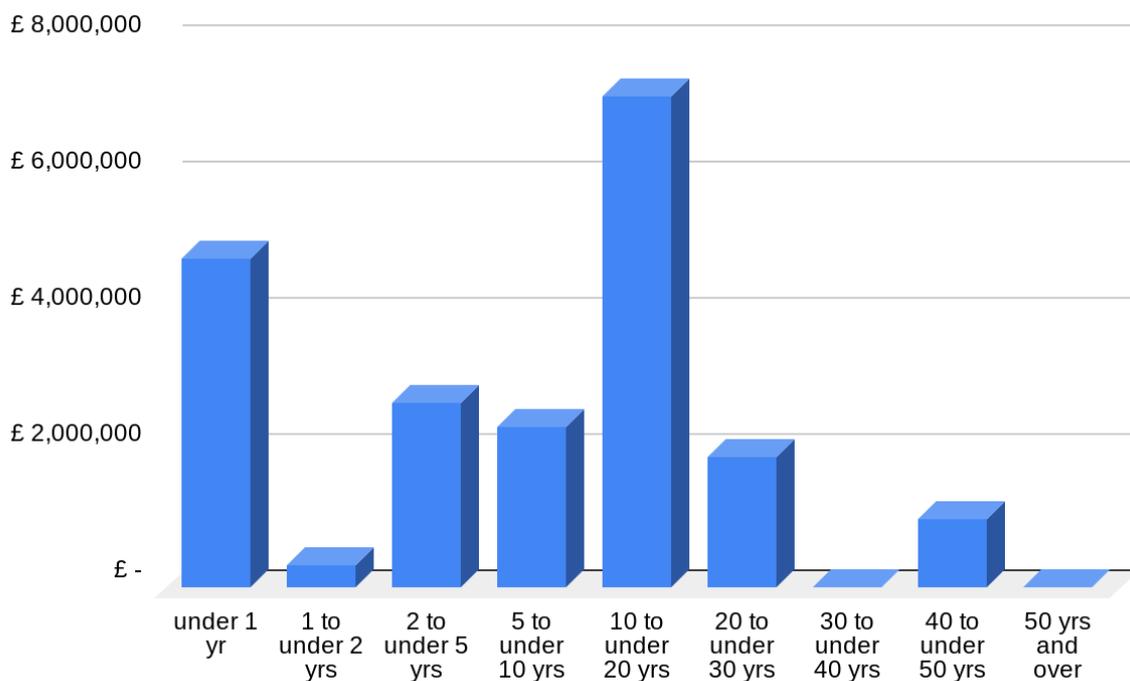
Agenda Item 7

Annex 1

- The Fed in America has gone furthest in adopting a monetary policy based on a clear goal of allowing the inflation target to be symmetrical, (rather than a ceiling to keep under), so that inflation averages out the dips down and surges above the target rate, over an unspecified period of time.
- The Bank of England has also amended its target for monetary policy so that inflation should be ‘sustainably over 2%’ and the ECB now has a similar policy.
- **For local authorities, this means that investment interest rates and very short term PWLB rates will not be rising as quickly or as high as in previous decades when the economy recovers from a downturn and the recovery eventually runs out of spare capacity to fuel continuing expansion.**
- Labour market liberalisation since the 1970s has helped to break the wage-price spirals that fuelled high levels of inflation and has now set inflation on a lower path which makes this shift in monetary policy practicable. In addition, recent changes in flexible employment practices, the rise of the gig economy and technological changes, will all help to lower inflationary pressures.
- Governments will also be concerned to see interest rates stay lower as every rise in central rates will add to the cost of vastly expanded levels of national debt; (in the UK this is £21bn for each 1% rise in rates). On the other hand, higher levels of inflation will help to erode the real value of total public debt.

3 **Debt Maturity**

3.1 The maturity structure of the Council’s borrowing as at 30 September 2021 (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, £4.009m of council debt with the PWLB matured, and was repaid, during the first half of this financial year.

ANNEX 2 – GUIDANCE ON THE TREASURY MANAGEMENT STRATEGY STATEMENT AND ANNUAL INVESTMENT STRATEGY – MID YEAR REVIEW REPORT 2021-22

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.

Budget Monitoring Report No.2, 2021-22

Cabinet	18 November 2021
Report Author	Chris Blundell, Director of Finance and acting s151 Officer
Portfolio Holder	Cllr David Saunders, Portfolio Holder for Finance
Status	For Decision
Classification:	Unrestricted
Key Decision	No
Ward:	All Wards

Executive Summary:

This report provides the second 2021-22 budget monitor for Quarter Two General Fund revenue and capital, reflecting the latest forecasts in light of Covid-19 (hereafter referred to as "Covid") as well as the Housing Revenue Account.

Recommendation(s):

1. That Cabinet notes the following:
 - (i) The General Fund revenue budget 2021-22 forecast position.
 - (ii) The General Fund Capital Programme 2021-22 forecast position.
 - (iii) The Housing Revenue Account position.
 - (iv) The anticipated funding solution to the budget gap
2. That Cabinet recommends to Council for approval a one-off 2021-22 supplementary General Fund revenue budget of £60k, for legal costs associated with a Private Sector Housing unlawful eviction case, to be funded from the Risk Management reserve;
3. That Cabinet agrees to the 2021-22 Capital Programme budget adjustments and virements, numbered 1 to 6, as set out in section 5.3 and Annex 1 to this report;
4. That Cabinet recommends to Council for approval the 2021-22 supplementary capital budgets, numbered 7 to 10 as set out in section 5.4 and Annex 1; and
5. That Cabinet recommends to Council that a £897k supplementary HRA revenue budget be approved for 2021-22, for the deployment of a waking watch service at the five tower blocks period until fire alarm sounders are installed at each site, to be funded from HRA balances.

Corporate Implications

Financial and Value for Money

The financial implications have been reflected within the body of the report. Covid has continued to affect all of local government, Thanet's reserves remain relatively low even before Covid-19. Monies were aside in reserves last year with the specific purpose of addressing Covid and additional Government support is anticipated this year. If spend exceeds these allocations difficult decisions will need to be made to identify reserves to bridge this gap.

The Section 151 Officer needs to be confident that the impact of Covid-19 and the impact of drawing upon reserves does not leave the council exposed to excessive financial risk.

Legal

Section 151 of the 1972 Local Government Act requires a suitably qualified named officer to monitor and control the Council's finances in order to provide a balanced budget.

Corporate

Corporate priorities can only be delivered with robust finances and this report gives Members the opportunity to review the Council's current position.

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 direct equality implications arising from this report, however the delivery and implementation of and budgetary changes will consider this as part of the budget setting process and be reported to members in due course.

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

1.0 General Fund – Revenue Forecast 2021-22

Agenda Item 8

- 1.1 The 2021-22 General Fund budget of £17.165m was agreed at the Council meeting on 11 February 2021. It incorporated £840k of savings proposals to bridge the funding gap (progress against these savings is identified at 3.0 below).
- 1.2 Although early in the monitoring process we should now be in a position to forecast with a little more certainty what the outturn position will likely be, although the vast majority of information pertaining to overspends centres around Covid and what we know the impact to have been last year.
- 1.3 As was the case last year and continuing this, the council faces challenges as a result of Covid. Managers continue to estimate the financial impact of the restrictions and initiatives that have been implemented in response to the Covid pandemic. Monthly Government returns, based on managers' projections, will capture the estimated impact on revenue budgets. Government support will be essential to delivering a balanced position for this council. Any residual cost will rely on reserves for remedy, but the council's reserves were already comparatively low before Covid, so this places the council at further financial risk.
- 1.4 Table 1 below summarises the current projected General Fund spending position based on actuals to the end of September, and forecasts from budget holders. Paragraphs 2.1 - 2.4 explain variances between the budget and forecasts, including the projected cost of Covid.

Table 1 - General Fund - Forecast against Budget 2021-22

Function	2021-22 Budget £'000	2021-22 Forecast £'000	2021-22 Variance £'000	Paragraph
Chief Executive	437	437	0	n/a
Deputy Chief Executive and s151 Officer	6,550	7,013	+463	See paragraph 2.1
Corporate Governance	1,356	1,844.5	+488.5	See paragraph 2.2
Communities	5,091	5,971	+880	See paragraph 2.3
Other Fees and Charges	-	60	+60	See paragraph 2.4
Corporate Budgets	3,731	3,776	+45	See paragraph 2.4
Total Net Expenditure	17,165	19,101.5	1,936.5	

Note: + overspends or underachievement of income, - underspends or surplus income

2.0 General Fund detail by Directorate/Department:

Deputy Chief Executive and s151 Officer

2.1 A potential overspend of **+£463k** is currently forecast:

(i) **Housing Needs +£444k**

Agenda Item 8

Homelessness has grown as a challenge for many local authorities over the last year, Thanet included. There are additional pressures on Housing as the gap between supply and demand increases and previously plans have been developed to ensure that this pressure is minimised. The council has reviewed and is delivering its homelessness strategy action plan, is regularly monitoring the levels of homelessness and has commissioned new services to address the increasing need for support. This work will continue. The council has also successfully bid for new government funding to support homelessness services locally.

However the Council is seeing another surge of homelessness across the district as a result of Covid and in addition the eviction ban coming to an end on 1 June will add additional service and financial pressures.

The financial pressures are currently estimated at +£444k for 2021-22 based on current homelessness levels, although this excludes any potential impact of the evictions ban, as due to the 14 day notice periods the impact of this will only just be becoming evident.

It is worth noting that, as described in previous monitoring, there are a number of savings that have already been delivered in this area and the +£444k pressure is the net position after taking these savings into consideration.

A supplementary revenue budget of £60k has also been requested for legal costs associated with a complex Private Sector Housing unlawful eviction case. It may be possible for some of these to be recovered from the accused, if the Council is successful with this prosecution and the court deems that action appropriate. In the interim it is proposed that the costs are underwritten in full with a contribution from the Risk Management reserve -£60k.

(ii) **Administering Business Rates, Council Tax & Benefits £0k**

There are expected to be increased staffing costs to administer covid support schemes including; the council tax hardship fund, covid business support grants and business rates reliefs. These are all expected to total +£80k, but should be covered by additional New Burdens funding provided by central government.

Director of Corporate Governance

2.2 An overspend of **+£488.5k** is currently forecast:

(i) **Property +£166k**

To address long-standing income budget shortfalls, a contractor is being commissioned to undertake a review of the current portfolio. This review will cover the age and condition of stock, as well as market forces that are impacting rentals. After covering the cost of the review in 2022-23, this project is expected to provide a net uplift in income for the service from 2023-24 onwards.

In-year, the service has been significantly impacted by Covid, resulting in fewer disposals, slower review of rentals and less new take-up of vacant property. Current projections assume a loss of income of +£130k against budget. Over and above this, increased staff costs +£28k and other minor variations to income +£8k have resulted in a total projected overspend of +£166k.

(ii) **Building control +£141k**

Income is forecast to be below budget, primarily as a result of Covid delaying changes in service delivery +£105k. Over and above this, the service will not meet it's vacancy savings target +£13k and there has been an in-year write-off of income associated with emergency works completed under statute +£23k.

(iii) **Land Charges +£47k**

This relates to deficits for income earned from local land charge searches. The service management has undertaken action to address ongoing structural budget shortfalls, however, Covid uncertainty continues to have an impact.

(iv) **Facilities Management +£47k**

There has been a +£31k reduction in rental income at Dickens House arising from the pandemic, and there has also been +£47k of additional lost rental income due to the CCG vacating Cecil Street offices. This is offset by savings within staffing -£27k and supplies and services costs of -£4k.

(v) **Elections +£29k**

This represents the additional cost of running Covid compliant TDC elections.

(vi) **Committee Services +£6k**

To facilitate Covid compliant public meetings it has been necessary to hire venues with sufficient capacity to allow for social distancing.

(vii) **Your Leisure +£160k** - The council's leisure trust, Your Leisure, continues to face financial pressure as their planned recovery from Covid continues, as do all leisure trusts. The council will likely need to pay an additional £160k related to a previously agreed saving in the management fee that will not be achieved. Previous discussions resulted in the agreement of ongoing support for Your Leisure, for this year this included loan funding as and when required.

(viii) **Audit Fees for Governance Review +£36.5k** - As this is an ad hoc piece of work, it is outside the scope and over and above the usual Audit Fees, as a result there will be an overspend covering the initial review +£25k, the cost of the statutory recommendations +£6.5k and +£5k resulting from the subsequent legal advice that was commissioned by the external auditors.

(ix) **Assets General -£144k** - Business Rate refunds as well as work to bring Margate Harbour Arm back in house have resulted in one-off savings of -£116k in this financial year.

Director of Communities

2.3 An overspend of **+£880k** is currently forecast:

(i) **Parking +£100k**

Parking income was significantly affected as a result of social and economic restrictions implemented to address the Covid pandemic in 2020-21. It is expected that this will continue to be the case this year although not at the same levels.

Income is forecast to be +£100k below budget at year-end within the council's off-street car parks.

An additional +£90k adverse impact is forecast from on-street parking. However, this deficit will be met from the earmarked reserve associated with this activity.

(ii) **Domestic Waste Collection +£370k**

A +£370k overspend as a result of Covid, primarily due to the increased need for agency staff to ensure service delivery and the requirement for two additional rounds to cope with the increased levels of waste associated with the amount of people now working from home and the associated increase in domestic waste that is generated.

(iii) **Maritime and Technical Services +£280k**

Income is projected to be down compared to budget, this is represented by a +£210k shortfall within Port operations due to restricted opportunities as well as +£70k within the Harbours where visitors, both domestic and foreign continue to be down as a result of Covid.

(iv) **Clinical Waste +£20k**

Due to competing demands and pressures on the service area, it is anticipated the establishment of a clinical waste service will be deferred for another year and as such the forecast net income is unlikely to be achieved.

(v) **Toilets £0k**

Provision of additional toilets coupled with the earlier opening for the summer season to help mitigate the impact of increased visitor numbers due to the Covid effect +£66k. This was necessary due to public behaviour experienced following the relaxation of the lockdown and is expected to be covered from our Contain Outbreak Management Fund allocation.

(vi) **Coastal Development +£30k**

Additional costs associated with improved signage and lifeguard services to help manage the increased visitor numbers generated by the Covid effect.

(vii) **Licensing Income +£80k**

£80k of the income target is unlikely to be met due to the impact of Covid on customer demand for the service.

2.4 Other and Corporate

(i) Included within corporate budgets are such items as:

- East Kent Shared Services and their central charge,
- HRA recharges i.e. service costs that are recharged to the HRA but which are held centrally for monitoring purposes,
- Capital charges including recharges for staff time,
- External funding and
- The 2020-21 assumed collection fund deficit that hits 2021-22.

- (ii) There is an estimated income shortfall in other fees and charges not listed above of +£60k. This will continue to be monitored during the remainder of the year, to refine the forecasts.
- (iii) There are additional costs associated with staff working from home that the authority has a responsibility to contribute to, as a result of this there are +£45k worth of new costs associated with Covid.

(iv) **Council Tax income £0k**

The economic and inflationary pressures resulting in a 'cost of living crisis' are anticipated to lead to increased non-payment of Council Tax due. The council will take all necessary steps to recover debt where appropriate, but we may experience higher levels of non-recovery and debt write-off. In addition to an expected increase in the cost of Council Tax Support, total loss on our council tax income is expected to be +£267k.

In-year Council Tax losses are accounted for through the Collection Fund and are subsequently charged to the General Fund in future years. As such, it is proposed the +£267k pressure be funded by the equalisation reserve over the medium term.

(v) **Business Rates income £0k**

The on-going economic impact of Covid and the tailing-off of rate reliefs is expected to lead to further increase in business failures and an increase in non-payment of Business Rates due, estimated at +£400k. Again this in-year loss is accounted for through the Collection Fund and will be charged to the General Fund in later years with the costs covered through the equalisation reserve.

3.0 Government Support

- 3.1 The government continued to provide emergency funding nationally in 2021-22, to support local authorities' response to and impact of the pandemic. The Council has awarded additional emergency funding of £1.0m for 2021-22 and this was considered in the budget setting presented to Members in February 2021.
- 3.2 In addition the Council has submitted returns requesting support through the Sales, Fees and Charges compensation scheme, where authorities are compensated for 75% of their losses after meeting a 5% top slice. Funding from this scheme for 2021-22 will be clearer after our next monitoring report.
- 3.3 Funding was also announced to compensate local authorities for losses in council tax and business rates.
- 3.4 All of the above funding pots are either spent or committed, the £1m emergency funding having been committed as part of the recommendations of the report agreed by Cabinet at the end of July in order to cover off the anticipated impact of Covid.

4.0 Size of the gap

- 4.1 Although the earlier monitoring report forecast an anticipated overspend of £2.1m, current forecasts show a potential overspend primarily due to ongoing Covid pressures of +£1.9m.

- 4.2 It was previously agreed that the anticipated overspend would be funded through the £1m remaining in the Covid reserve as at the end of 2020-21, along with the £1m forecast additional emergency funding, and anything received through Sales Fees and Charges compensation.
- 4.3 This small movement of -£200k means a slightly improved reserves position, however as we are only 6 months into the financial year it remains too early to forecast with real certainty. As a result, any shortfall in funding that subsequently materialises will require action to be taken to bridge the gap, this could be a further review of reserves, a moratorium on spending or even in-year targeted savings. To prepare for the 2022-23 budget setting process a recruitment freeze for all but essential business critical roles is now in place, and this should help to mitigate any further pressure on the 2021-22 budget.
- 4.4 Although the forecast overspend is a matter for concern, it is almost all due to Covid and most of the overspend is not anticipated to recur, once restrictions are fully lifted. Of more concern are the pressures and budget gaps to be addressed in 2022-23 as set out in the Budget Strategy report, included elsewhere on this Cabinet agenda.

5.0 General Fund Capital Programme – Forecast 2021-22

5.1 The council's 2021-22 revised General Fund capital programme of £23.210m (£23.044m as per annex 1 + £0.166m flexible use of capital receipts) is expected to be underspent by -£5.731m. This underspend includes the following relatively large projects which are not expected to incur any capital spend by 31 March 2022:

- **Public Toilet Refurbishment** -£0.750m: Expenditure on this programme is predicated on the receipt of existing toilets across the district. There has been no disposals (and hence capital receipts) and therefore no spending against the scheme.
- **Office Accommodation** - £3.000m: Accommodation requirements are still under review given scope for flexible working as highlighted by Covid.
- **Westbrook to St Mildred's Sea Wall Work** -£0.450m: Externally funded project dependent on cost-benefit analysis, then grant allocation and timing.

5.2 **Annex 1** shows that £5.477m has been committed against this year's budget as at 30 September 2021. It also shows the following changes that were recently approved by Members:

- **Margate Town Deal:** £1.660m budget has been added for a Towns Fund grant, which is externally funded. Additional externally funded amounts of £10.940m, £5.090m, £2.060m and £0.600m have been profiled for 2022-23, 2023-24, 2024-25 and 2025-26 respectively. Of the total £22.200m budget, the remaining £1.850m has been reallocated to revenue budgets.
- **Berth 4/5 Replacement:** budget increased by £380k; funded from revenue (£50k), borrowing (£275k), and budget transfers from Replacement of Lead Lights at Port (£25k) and Ramsgate Port & Harbour Utilities Supply Upgrade (£30k).
- **Ramsgate Future High Street Fund:** £1.247m budget has been added, which is externally funded. Additional externally funded amounts of £1.242m and £0.215m have also been profiled for 2022-23 and 2023-24 respectively.

5.3 It is proposed that the following changes to the capital programme be approved by Cabinet, as per recommendation 2 to this report.

- 1) **Decarbonisation of Kent Innovation Centre:** Remove the £1.100m budget as this project is no longer viable in its current form as it did not meet the eligibility requirement for external funding. This was due to an oversight made by the original consultants and an increase in costs driven by inflationary pressures in the cost of materials.
- 2) **Pontoon Decking Improvements:** Reduce the budget by £96k comprised of £8k budget saving, and transfers to the following Ramsgate Port & Harbour projects: Utilities Supply Upgrade (£30k), Sluice Gate (£30k), Mobile Elevating Work Platform - MEWP (£28k).
- 3) **Property Enhancement Programme:** Reduce the budget by £80k (to remove the element historically funded from housing capital receipts).
- 4) **Westbrook Promenade Infrastructure Improvements:** Reduce the budget by £439k, to reflect a reduction in scope agreed with the external funding provider.
- 5) **Viking Bay to Dumpton Gap Sea Wall Work:** Reduce the budget by £44k to reflect the grant award.
- 6) **In-Cab System, Manston & Dane Park Depot:** A £1,658 budget virement from underspends on the 'In-Cab System' scheme to fund additional spend on the 'Manston and Dane Park Depot Improvements' scheme.

5.4 It is proposed that the following changes to the capital programme be recommended to Council for approval, as per recommendation 3 to this report.

- 7) **Covid Response:** Increase the budget by £72k (for electronic signage), which is externally funded.
- 8) **Ramsgate Harbour - Toilet Cabin at Outer West Marina:** £25k budget addition, externally funded from Brexit grant monies.
- 9) **Ramsgate Port - Transformer:** £60k budget addition, externally funded from Brexit grant monies.
- 10) **Homelessness Accommodation:** A £130k budget increase is required for the Foy House project following the completion of the procurement process. This additional spend can be fully funded from housing capital receipts; it should be noted these receipts need to be spent within a 5 year timeframe or they must be returned to the central government with interest applied.
- 11) **Ellington Park:** Increase the budget by £69,000, which is externally funded.

6.0 Housing Revenue Account (HRA)

6.1 The HRA is currently forecasting a surplus against a budget of £108k. This would result in a year-end net deficit of £1.934m in 2021-22, which would be financed by drawing down from HRA balances.

6.2 Five tower blocks are currently awaiting external wall insulation to be replaced with a fully non-combustible system. Following review of the fire break surveys by Kent Fire and Rescue, the advice is that a temporary simultaneous evacuation strategy is adopted until the wall insulation is removed, replacing the existing stay-put arrangements. The advice also recommends that we deploy a waking watch service at these blocks during this period until fire alarm sounders are installed in each flat. However this additional provision comes at a cost of **+£897k** for 2021-22. It is recommended that a budget adjustment be approved to facilitate this programme of work.

Agenda Item 8

- 6.4 In 2020-21 the main driver for the overspend on repairs and maintenance was the lack of a robust planned maintenance programme by East Kent Housing, this pressure remains and continues to be monitored and assessed, but at present is forecast to come in on budget.
- 6.6 Table 2 provides a summary of the projected spending position on the Housing Revenue Account compared to the original and revised budgets.

Table 2 - HRA – Forecast against Budget 2021-22

	2021-22 Budget	Move- ment 2	2021-22 Revised Budget	2021-22 Projected Forecast	2021-22 Variance
	£'000	£'000	£'000	£'000	£'000
Income:					
Dwelling Rents	(13,346)		(13,346)	(13,454)	(108)
Non-dwelling Rents	(227)		(227)	(227)	-
Charges for services and facilities	(540)		(540)	(540)	-
Contributions towards expenditure	(397)		(397)	(397)	-
TOTAL INCOME	(14,510)	-	(14,510)	(14,618)	(108)
Expenditure					
Repairs & Maintenance	4,325		4,325	4,325	-
Supervision & Management	4,898	897	5,795	5,795	-
Depreciation & Impairments	4,310		4,310	4,310	-
Allowance for bad or doubtful debts	233		233	233	-
Contribution to Capital	300		300	300	-
Non-service specific expenditure	259		259	259	-
Debt Management Costs	9		9	9	-
TOTAL EXPENDITURE	14,334	897	15,231	15,231	-
Other Adjustments:					
Share of Members and Democratic Core	148		148	148	-
HRA Investment Income	(15)		(15)	(15)	-
Debt Interest Charges	888		888	888	-
Government Grants and Contributions	0		0	0	-
Adjustments, accounting /funding basis	300		300	300	-
Deficit/ (Surplus) for HRA Services	1,145	897	2,042	1,934	(108)

7.0 Housing Revenue Account Capital Programme – Forecast 2021-22

- 7.1 **Annex 2** shows the revised 2021-22 Capital Programme. Significant budget amendments were approved by Cabinet at its meeting held on 29 July 2021, with the revised HRA capital programme now totalling £7.8m.
- 7.2 At the end of September 2021 £2.6m had been spent or committed, this represents 33% of the budget at the mid-year point. Currently it is forecast that the whole budget will be spent by the end of the financial year.

Contact Officer: *Matthew Sanham*

Reporting to: *Chris Blundell, Director of Finance and acting Section 151 Officer*

Annex List

Annex 1 GF Capital Programme

Annex 2 HRA Capital Programme

Background Papers

Budget monitoring papers held in Financial Services

Corporate Consultation

Finance: *N/A*

Legal: Estelle Culligan, Deputy Monitoring Officer

This page is intentionally left blank

**ANNEX 1 - General Fund Capital Programme Report
No 2**

Capital Programme 2021-22	Capital Budget 2021-22 to Cabinet 29 July 2021 £	Additions / Removals £	Revised Capital Budget 2021-22 to Cabinet 18 November 2021 £	Estimated Outturn 2021-22 £	Variance Overspend / (Underspend) 2021-22 £	Committed Spend to 30 September 2021 £	Comments
Deputy Chief Executive (incl East Kent Services)							
Housing Assistance Policy (Disabled Facilities Grants & Better Care Fund)	4,221,058		4,221,058	4,221,058	0	1,920,134	
Margate Housing Intervention - Loan scheme	30,000		30,000	30,000	0	20,000	
Housing Assistance Policy (additional support for home owners and private sector landlords)	353,398		353,398	353,398	0	0	
Homelessness Accommodation	990,718	130,000	1,120,718	412,000	-708,718	61,651	£130,000 budget increase funded from housing capital receipts
SAMM Van	22,000		22,000	22,000	0	20,995	
Financial Management System	220,000		220,000	50,000	-170,000	0	
IT Infrastructure	316,321		316,321	316,321	0	157,223	
Total	6,153,495	130,000	6,283,495	5,404,777	-878,718	2,180,002	
Corporate Governance							
Dreamland	135,680		135,680	135,680	0	110,395	
Parkway Railway Station	2,000,000		2,000,000	2,000,000	0	0	
Public Toilet Refurbishment	750,000		750,000	0	-750,000	0	
Office Accommodation	3,000,000		3,000,000	0	-3,000,000	0	
High Street Heritage Action Zone Grant - Ramsgate	150,550		150,550	150,550	0	150,550	
51-57 High Street, Margate - Refurbishment	750,000		750,000	750,000	0	0	
Margate Town Deal	0	1,660,000	1,660,000	1,660,000	0	0	£22,200,000 budget externally funded (Cabinet meeting of 31 August 2021). Profiled as follows: 21-22 £1,660,000, 22-23 £10,940,000, 23-24 £5,090,000, 24-25 £2,060,000, 25-26 £600,000. The remaining £1,850,000 has been reallocated to Revenue budgets.
Ramsgate Future High Street Fund	0	1,246,580	1,246,580	1,246,580	0	0	£2,704,213 budget externally funded (Council meeting of 14 October 2021). Profiled as follows: 21-22 £1,246,580, 22-23 £1,242,278, 23-24 £215,355.
Decarbonisation of Kent Innovation Centre	1,100,000	-1,100,000	0	0	0	0	Project stopped as no longer eligible for external funding
Property Enhancement Programme	182,844	-80,000	102,844	102,844	0	21,910	£80,000 budget reduction, to remove element historically funded from housing capital receipts
Total	8,069,074	1,726,580	9,795,654	6,045,654	-3,750,000	282,855	
Operational Services							
Replacement of Lead Lights at Port	70,067	-25,000	45,067	45,067	0	7,500	£25,000 budget transfer to Berth 4/5 as per 29 July 2021 Cabinet meeting
Westbrook Promenade Infrastructure Improvements	750,000	-439,000	311,000	311,000	0	0	£439,000 budget decrease to reflect a reduction in scope agreed with the external funding provider
School Gate Safety Enforcement Partnership	222,500		222,500	122,500	-100,000	0	
CCTV & Street Lighting	240,000		240,000	240,000	0	0	
Ramsgate Harbour Sluice Gate	75,000	30,000	105,000	75,000	-30,000	0	£30,000 budget transfer from Pontoon Decking Improvements
Thanet District LED Lighting	88,000		88,000	44,000	-44,000	5,000	
Welfare Unit for Margate Cemetery	2,307		2,307	2,307	0	1,395	
Ellington Park	1,068,664	69,000	1,137,664	1,137,664	0	1,068,664	£69,000 budget increase externally funded
Pontoon Decking Improvements	162,997	-96,000	66,997	66,997	0	48,208	£96k comprised of £8k budget saving, and transfers to the following Ramsgate Port & Harbour projects: Utilities Supply Upgrade (£30k), Sluice Gate (£30k), MEWP (£28k).

**ANNEX 1 - General Fund Capital Programme Report
No 2**

Capital Programme 2021-22	Capital Budget 2021-22 to Cabinet 29 July 2021 £	Additions / Removals £	Revised Capital Budget 2021-22 to Cabinet 18 November 2021 £	Estimated Outturn 2021-22 £	Variance Overspend / (Underspend) 2021-22 £	Committed Spend to 30 September 2021 £	Comments
Jet Ski Berths	15,000		15,000	15,000	0	15,000	
Upgrade of Amenity Blocks	155,900		155,900	80,900	-75,000	80,009	
Manston and Dane Park Depot Improvements	90,796	1,658	92,454	92,454	1	92,216	£1,658 budget transfer from In-Cab System.
Ramsgate Port - Berth 2/3 & 4/5 Replacement	1,219,971	380,000	1,599,971	1,599,971	0	1,281,818	£380,000 budget increase as per 29 July 2021 Cabinet meeting; funded from revenue (£50,000), borrowing (£275,000), and transfers from Replacement of Lead Lights at Port (£25,000) and Ramsgate Port & Harbour Utilities Supply Upgrade (£30,000)
Mooring Spine Improvements	75,000	-137	74,863	74,863	0	74,863	Project finished
Vehicle & Equipment Replacement Programme	882,467		882,467	882,467	0	155,224	
Boat Wash Separator	45,000		45,000	45,000	0	0	
In-Cab System	4,250	-4,250	0	0	0	0	Project finished
Ramsgate Port & Harbour Utilities Supply Upgrade	55,117	0	55,117	55,117	0	43,659	£30,000 budget transfer to Berth 4/5 (as per 29 July 2021 Cabinet meeting) and £30,000 budget transfer from Pontoon Decking Improvements, giving a net budget transfer of nil.
Westbrook to St Mildred's Sea Wall Work	450,000		450,000	0	-450,000	0	
Ramsgate Harbour Railings	70,953		70,953	70,953	0	69,000	
Viking Bay to Dumpton Gap Sea Wall Work	450,000	-44,000	406,000	112,500	-293,500	0	£44,000 budget decrease to reflect the grant award
Replace Crematorium Chapel Roof	50,000		50,000	0	-50,000	0	
Royal Harbour Multi-Storey Lift Replacement	312,000		312,000	312,000	0	0	
Harbour Gate & Bridge	20,156		20,156	20,156	0	17,799	
Replacement Mobile Elevating Work Platform (MEWP) for Ramsgate Port & Harbour		28,000	28,000	28,000	0	0	£28,000 budget transfer from Pontoon Decking Improvements
Ramsgate Harbour - Toilet Cabin at Outer West Marina	0	25,000	25,000	25,000	0	0	£25,000 budget externally funded from Brexit grant monies
Ramsgate Port - Transformer	0	60,000	60,000	60,000	0	0	£60,000 budget externally funded from Brexit grant monies
Brexit Resilience	168,533		168,533	168,533	0	29,547	
Covid Response	28,794	72,001	100,795	100,795	0	23,995	£72,001 budget increase (for electronic signage) externally funded
Skatepark	59,487		59,487	0	-59,487	0	
Total	6,832,957	57,272	6,890,229	5,788,244	-1,101,985	3,013,897	
Total Programme	21,055,525	1,913,852	22,969,377	17,238,675	-5,730,702	5,476,755	
Capital Salaries	75,000		75,000	75,000	0	0	
Grand Total	21,130,525	1,913,852	23,044,377	17,313,675	-5,730,702	5,476,755	

Funded By	Capital Budget 2021-22 to Cabinet 29 July 2021 £	Additions / Removals £	Revised Capital Budget 2021-22 to Cabinet 18 November 2021 £
Revenue and Reserves	2,667,649	51,521	2,719,170
Capital Receipts	5,306,700	42,000	5,348,700
Prudential Borrowing	3,333,236	270,750	3,603,986
External Funding	9,822,939	1,549,581	11,372,520

**ANNEX 1 - General Fund Capital Programme Report
No 2**

Capital Programme 2021-22	Capital Budget 2021-22 to Cabinet 29 July 2021 £ £	Additions / Removals £	Revised Capital Budget 2021-22 to Cabinet 18 November 2021 £ £	Estimated Outturn 2021-22 £	Variance Overspend / (Underspend) 2021-22 £	Committed Spend to 30 September 2021 £	Comments
Total	21,130,525	1,913,852	23,044,377				

This page is intentionally left blank

ANNEX 2 - HRA Capital Programme					
Capital Programme 2021-22	Revised Capital Budget 2021-22 to Cabinet 29 July 2021	Estimated Outturn 2021-22	Variance Overspend / (Underspend)	Committed Spend to 30 September 2021	Comments
	£	£	£	£	
MAJOR WORKS AND DISABLED ADAPTATIONS					
Re Roofing	270,000	270,000	0	40,336	
Replace Windows Doors	324,893	324,893	0	118,163	
Kitchen & Bath Replacements	624,000	624,000	0	467,597	
Electrical Rewiring	253,000	253,000	0	54,376	
Heating	367,000	367,000	0	298,061	
Tower Block Works	2,000,000	2,000,000	0	558,529	
Fire Precaution Works	90,000	90,000	0	4,725	
Planned Refurbishments	65,000	65,000	0	6,303	
Structural Repairs	250,000	250,000	0	5,209	
Thermal Insulation	10,000	10,000	0	9,947	
Lift Refurbishment	1,173,771	1,173,771	0	616,819	
Disabled Adaptations	300,000	300,000	0	79,093	
Cctv	26,400	26,400	0	38,561	
Garages	81,662	81,662	0	23,722	
Capital Salaries	100,000	100,000	0	100,000	
Total	5,935,726	5,935,726	0	2,421,440	
PURCHASE/REPLENISHMENT SCHEMES					
<u>Margate Housing Intervention</u>					
40-46 Sweyn Road	37,177	37,177	0	32,056	
1 Godwin Road	1,359	1,359	0	-28,120	
17-21 Warwick Road	26,366	26,366	0	71,811	

ANNEX 2 - HRA Capital Programme					
Capital Programme 2021-22	Revised Capital Budget 2021-22 to Cabinet 29 July 2021	Estimated Outturn 2021-22	Variance Overspend / (Underspend)	Committed Spend to 30 September 2021	Comments
	£	£	£	£	
24 Ethelbert Crescent	69,283	69,283	0	600	
New Projects	650,150	650,150	0	0	
<u>New Build Programme</u>					
Phase 1	0	0	0	0	
Phase 2	0	0	0	0	
Phase 3	6	6	0	0	
Phase 4	750,000	750,000	0	77,755	
Acquisitions Programme	367,600	367,600	0	0	
St Johns Crescent	0	0	0	0	
Total	1,901,941	1,901,941	0	154,102	
Grand Total	7,837,667	7,837,667	0	2,575,542	

2022/23 Fees and Charges

Cabinet	18 November 2021
Report Author	Chris Blundell, Acting S151 Officer
Portfolio Holder	Cllr David Saunders, Cabinet Member for Finance
Status	For Recommendation
Classification:	Unrestricted
Key Decision	Budget and Policy Framework
Ward:	All

Executive Summary:

A review of fees and charges has now been completed as part of the 2022-23 budget setting process. The review of fees and charges commenced in the early summer and proposed fees and charges (as detailed in Annex 1) are based on a broad 2% increase, which is expected to generate additional income of around £125k. This excludes items such as Selective Licensing, On Street Parking and specific growth items covered elsewhere in the budget. It should also be noted that it is proposed to freeze the majority car parking charges for 2022-23.

The proposed schedule of fees and charges was reviewed by the Cabinet Advisory Group (CAG) at its meetings on 14 September and 13 October and recommendations have been made by the CAG for Cabinet's consideration, including:

- that cabinet considered establishing a pilot scheme to examine the benefits and feasibility of operating a reduction in parking charges based on carbon emissions, this would mean amending Fees and charges to include a £10 admin fee for permits linked to this scheme.
- that Members recommended to Cabinet that the charge for collection of garden waste be increased to £55 for 2022/23
- that Members recommended that Finance look at individual items in the crematorium service and make adjustments to include inflationary factors and come up with new charge figures.

However, as the fees and charges setting process developed it has become apparent that the rate of inflation in the economy is significantly higher than the 2% baseline that was applied for next year; with the Consumer Price Index (CPI) at 3.1% in September and forecast to peak above 4% over the coming months.

Consequently, Cabinet is asked to consider updating the fees and charges schedule so that a broad 3% increase is applied instead of the 2% baseline. Subject to Cabinet's approval, the fees and charges schedule would be updated to reflect this and then would be recommended to Council for approval.

Recommendation(s):

1. That Cabinet agrees the fees and charges schedule be updated to be based on a 3% increase, alongside the consideration of the recommendations made by the CAG (highlighted in para 3.2), and recommends to Council for approval.

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 Director of Finance (Acting S151 Officer), and this report is helping to carry out that function.

Local authorities have a variety of powers to charge for specific statutory services as set out in section 42 of the Local Government Act 2003.

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 2022-23 as part of the budget process.

Equalities Act 2010 & Public Sector Equality Duty

Members are reminded of the requirement, under the Public Sector Equality Duty (PSED) (section 149 of the Equality Act 2010) to have due regard to the aims of the Duty at the time the decision is taken. The aims of the Duty are: (i) eliminate unlawful discrimination, harassment, victimisation and other conduct prohibited by the Act, (ii) advance equality of opportunity between people who share a protected characteristic and people who do not share it, and (iii) foster good relations between people who share a protected characteristic and people who do not share it.

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

The Equality Act 2010 (the “Act”) came into force on 1 October 2010 and brings together over 116 separate pieces of legislation in order to create a framework to protect the rights of individuals and advance equality of opportunity for all.

The Equality and Human Rights Commission recognises that with major reductions in public spending, local government has to make difficult and often unpopular decisions regarding funding and service provision. Thanet District Council has statutory public sector equality duties concerned with eliminating unlawful discrimination, advancing equality of opportunity and fostering good relations on the basis of protected characteristics such as gender, race, disability or age. These duties do not prevent the council reducing services or charging where necessary - provided that decisions are taken in accordance with the Act.

An Equality Impact Assessment (“EIA”) is not a legal requirement in England, but it is an established and credible tool for demonstrating due regard to the public sector equality duty, which is required by law. Thanet District Council, taking its obligations as seriously as it does, had the Policy Owner for each proposed fee and charge, complete an EIA.

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 2022-23 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 sets out proposed the fees and charges for 2022-23. 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 fees and charges setting process for 2022-23 started early in the summer. A rigorous examination of all the council’s fees and charges was undertaken by the service

managers, using techniques such as benchmarking and other in-depth reviews. A broad 2% increase was applied as set out in the 2021-25 Medium Term Financial Strategy.

- 1.3. 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.
- 1.4. Key changes to bring to Members' attention include:
 - 1.4.1. **Parking Off Street** - A freeze in the majority of existing parking charges, plus the introduction of a new fee for Motorhome/Caravan and Barnes car park and an increase in Residents Voucher scheme.
 - 1.4.2. **Parking On-Street (Decrim)** - A freeze in the majority of existing parking charges, plus a new Residents Parking Permit areas at Margate Old Town and Ramsgate Harbour.
 - 1.4.3. **Crematorium** - Re-introduction of fee for under 18 years, however this charge can be recovered in full via a claim from the Children's Fund i.e. no cost to the families.
 - 1.4.4. **Cemeteries** - Re-introduction of fee for under 18 years, however this charge can be recovered in full via a claim from the Children's Fund i.e. no cost to the families.
 - 1.4.5. **Enforcement** - Introduction of Education Courses instead of Fixed Penalty Notice.
 - 1.4.6. **Cultural and Outside Events** - Realignment of the scheme.
 - 1.4.7. **Planning** - New fees for further pre-application advice

2. Implications

- 2.1. Annex 1 to this report sets out the proposed level of fees and charges for 2022-23 in respect of services provided by the council. A target of a 2% increase was set for all charges at the outset of the fees and charges process. As a result of reviewing all the council's fees and charges, additional income of £125K is anticipated in 2022-23. Table 1 compares 2021-22 to the proposed 2022-23 fees and charges. The proposals represent an increase in income of 1.1%. Some charges have remained at 2021-22 prices; others have increased to reflect parity with other authorities and some to cover the cost of providing the service.

Table 1 – Comparison with previous year

	2021-22	2022-23
Income Increase	£200,000	£125,040
Percentage Increase	2.0%	1.1%

- 2.2. The major changes proposed to fees and charges 2022-23 are summarised in Table 2.

Table 2 – Summary of major changes

2022-23 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	✓	▪	✓
6.	Commercial Waste	▪	▪	✓
7.	Refuse - Bulky	▪	▪	✓
8.	Green Waste	▪	▪	✓
13.	Enforcement	✓	▪	▪
23.	Cultural and Outside Events	✓	✓	✓
27.	Planning	✓	▪	✓
Note: A tick shows that there has been a change. A blank means no change.				

2.3. However, as the fees and charges setting process developed it has become apparent that the rate of inflation in the economy is significantly higher than the 2% baseline that was applied for setting fees and charges for next year; with the Consumer Price Index (CPI) at 3.1% in September and forecast to peak above 4% over the coming months.

2.4. Consequently, Cabinet is asked to consider updating the fees and charges schedule so that a broad 3% increase is applied instead of the 2% baseline. Subject to Cabinet’s approval, the fees and charges schedule would be updated to reflect this and then would be recommended to Council for approval.

3. Fees & Charges Cabinet Advisory Group

3.1. The Fees and Charges Advisory group was set up to:

- advise Cabinet on an approach for setting future fees and charges proposals (starting with the car parking charges for 2020/21);
- consider this advice within the context of the requirement to achieve a minimum annual increase of £200,000 from fees and charges, in order to support the delivery of a balanced budget;
- consider benchmarking information;
- consider how charging is used to manage demand for a service;
- consider how charging affects accessibility for service users;
- report back to Cabinet through the Chairman of the cabinet advisory group.

3.2. As a result CAG met on the 14 September and the 13 October and the following recommendations were made:

- that cabinet considered establishing a pilot scheme to examine the benefits and feasibility of operating a reduction in parking charges based on carbon emissions, this would mean amending Fees and charges to include a £10 admin fee for permits linked to this scheme.

- that Members recommended to Cabinet that the charge for collection of garden waste be increased to £55 for 2022/23
- that Members recommended that Finance look at individual items in the crematorium service and make adjustments to include inflationary factors and come up with new charge figures.

4. Options

- 4.1. That Cabinet receives the fees and charges proposals as put and recommend to Council for approval.
- 4.2. That Cabinet agrees the recommendations as suggested by CAG, either in full or part and then recommends to Council for approval.
- 4.3. That Cabinet agrees the fees and charges schedule be updated to be based on a 3% increase and recommend to Council for approval

5. Next Steps

- 5.1. Subject to any feedback required for Cabinet, these proposals will be considered by Council on 9 December 2021.

Contact Officer: Matthew Sanham

Reporting to: Chris Blundell, Director of Finance and acting Section 151 Officer

Annex List

Fees and Charges Schedule 2022-23

Background Papers

None

Corporate Consultation

Finance: N/A

Legal: Estelle Culligan, Acting Monitoring Officer

					Annex 1					
CHARGES 2021/2022 £	INC. VAT * [1]	ESTIMATED INCOME 2021/2022 £	DETAILS	Statutory/ Discretionary	DATE LAST CHANGED	CHARGES 2022/2023 £	INC. VAT *	% CHANGE	£ CHANGE £	ESTIMATED INCOME 2022/2023 £
			1. OFF STREET PARKING							
		40,000	LONG TERM							40,000
		40,760								40,760
Free Saturdays		5,400	HAROLD ROAD, Cliftonville			Free Saturdays				5,400
Free Saturdays		28,000	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	
5.50	SR		Over 5 hours (until 10.00 pm)	Discretionary	1-Apr-21	5.50	SR	0.00%	0.00	
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
		16,000	ALBION PLACE, Ramsgate							16,000
		27,000	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	
7.50	SR		Over 5 hours (until 10.00 pm)	Discretionary	1-Apr-21	7.50	SR	0.00%	0.00	
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							
		195,000	ALBION STREET, Broadstairs							200,000
			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	
5.50	SR		Over 5 hours (until 10.00 pm)	Discretionary	1-Apr-21	5.50	SR	0.00%	0.00	
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	SR	0.00%	0.00	
			1st April to 31st October							

											Annex 1
CHARGES 2021/2022 £	INC. VAT * [1]	ESTIMATED INCOME 2021/2022 £	DETAILS	Statutory/ Discretionary	DATE LAST CHANGED	CHARGES 2022/2023 £	INC. VAT *	% CHANGE	£ CHANGE £	ESTIMATED INCOME 2022/2023 £	
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		
12.50	SR		Over 5 hours (until 10.00 pm)	Discretionary	1-Apr-21	12.50	SR	0.00%	0.00		
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	5.00	SR	92.31%	2.40		
			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							22,000	
		13,000	MARINA ESPLANADE Area 3, Ramsgate							15,000	
		18,000	MARINA ESPLANADE Area 4, Ramsgate							20,000	
			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		
5.50	SR		Over 5 hours (until 10.00 pm)	Discretionary	1-Apr-21	5.50	SR	0.00%	0.00		
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		
5.50	SR		Over 5 hours (until 10.00 pm)	Discretionary	1-Apr-21	5.50	SR	0.00%	0.00		
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	5.00	SR	92.31%	2.40		
			Residents only- up to maximum 40 daily vouchers		1-Apr-20						
			Motorhome/Caravan 24hr charge			10.00	SR				
		58,000	CHANDOS SQUARE, Broadstairs 7am - 10pm Linear after 1st hour							60,000	
			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		
7.50	SR		Over 5 hours (until 10.00 pm)	Discretionary	1-Apr-21	7.50	SR	0.00%	0.00		
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		
12.50	SR		Over 5 hours (until 10.00 pm)	Discretionary	1-Apr-21	12.50	SR	0.00%	0.00		
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	5.00	SR	92.31%	2.40		
			Residents only- up to a maximum of 40 daily vouchers		1-Apr-20						

											Annex 1
CHARGES 2021/2022 £	INC. VAT * [1]	ESTIMATED INCOME 2021/2022 £	DETAILS	Statutory/ Discretionary	DATE LAST CHANGED	CHARGES 2022/2023 £	INC. VAT *	% CHANGE	£ CHANGE £	ESTIMATED INCOME 2022/2023 £	
			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	1.50	SR	7.14%	0.10		
7.50	SR		Over 5 hours (until 7.00 pm)	Discretionary	1-Apr-21	7.50	SR	0.00%	0.00		
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		
		178,000	ROYAL HARBOUR (LEOPOLD STREET) MULTI STOREY CAR PARK, Ramsgate							178,000	
			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		
7.50	SR		Over 5 hours (until 10.00 pm)	Discretionary	1-Apr-21	7.50	SR	0.00%	0.00		
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		900	Multi Storey car park release fee		1-Apr-19	50.00		0.00%	0.00	900	
		900								900	
1000		3,000	Rear of The Council Building - Annual Business License	Discretionary	1-Apr-21	1000		0.00%	0.00	3,000	
			SHORT TERM								
		55,000	CAVENDISH STREET, Ramsgate 7am -10pm							55,000	
		50,000	MEETING STREET, Ramsgate 7am -10pm							50,000	
		92,000	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		
6.10	SR		4 hours (until 10.00 pm)	Discretionary	1-Apr-21	6.10	SR	0.00%	0.00		
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		
			MARGATE HARBOUR ARM								
			Private motor cars								

Annex 1
Agenda Item 9

											Annex 1	
CHARGES 2021/2022 £	INC. VAT * [1]	ESTIMATED INCOME 2021/2022 £	DETAILS		Statutory/ Discretionary	DATE LAST CHANGED	CHARGES 2022/2023 £	INC. VAT *	% CHANGE	£ CHANGE £	ESTIMATED INCOME 2022/2023 £	
			1st November to 31st March									
			Per hour up to 4 hours		new		1.40	SR				
			1st April to 31st October									
			Per hour up to 4 hours		new		2.50	SR			100,000	
			SEASONAL PAY AND DISPLAY									
		21,000	(a) MINNIS BAY, Birchington, 7am - 10pm								23,000	
			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		
5.50	SR		Over 5 hours (until 10.00 pm)		Discretionary	1-Apr-21	5.50	SR	0.00%	0.00		
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		
			Motorhome/Caravan 24hr charge		new		10.00	SR				
		61,000	(b) JOSS BAY, Broadstairs 7am- 10pm Linear after 1st hour								63,000	
			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		
5.50	SR		Over 5 hours (until 10.00 pm)		Discretionary	1-Apr-21	5.50	SR	0.00%	0.00		
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	5.00	SR	92.31%	2.40		
			Residents only- maximum 40 daily vouchers			1-Apr-20						
			Motorhome/Caravan 24hr charge		new		10.00	SR				
		5,000	(c) ST MILDRED'S BAY, Westgate, 7am-10pm								6,000	
			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		
5.50	SR		Over 5 hours (until 10.00 pm)		Discretionary	1-Apr-21	5.50	SR	0.00%	0.00		
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		
			Motorhome/Caravan 24hr charge		new		10.00	SR				
		15,000	(d) BARNES CAR PARK, Westbrook, 7am-10pm								16,000	
			Linear after 1st hour									
			Summer Season 1 April to 31 October									

											Annex 1
CHARGES 2021/2022 £	INC. VAT * [1]	ESTIMATED INCOME 2021/2022 £	DETAILS	Statutory/ Discretionary	DATE LAST CHANGED	CHARGES 2022/2023 £	INC. VAT *	% CHANGE	£ CHANGE £	ESTIMATED INCOME 2022/2023 £	
			Private motor cars								
1.00			Per hour up to 4 hours	Discretionary	1-Apr-21	1.00	SR	0.00%	0.00		
5.50			Over 5 hours (until 10.00 pm)	Discretionary	1-Apr-21	5.50	SR	0.00%	0.00		
0.10			Each 10 minute slot between 1 hour and 5 hours rounded up to 10p		1-Apr-21	0.10	SR	0.00%	0.00		
			Motorhome/Caravan 24hr charge			10.00	SR				
			COACH PARKING								
		960	VERE ROAD, Broadstairs 7am- 10pm							1,000	
		240	JOSS BAY, Broadstairs 7am - 10pm							250	
		240	MINNIS BAY, Birchington 7am - 10pm							250	
			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	25.00	SR	4.17%	1.00		
			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		
		100	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	25.00	SR	4.17%	1.00		
		120,000	SEASON TICKETS							120,000	
			(a) Annual								
643	SR		All Car Parks	Discretionary	1-Apr-21	643	SR	0.00%	0.00		
490	SR		All long term car parks only	Discretionary	1-Apr-21	490	SR	0.00%	0.00		
388	SR		Selected Car Parks	Discretionary	1-Apr-21	388	SR	0.00%	0.00		
			(b) Half Year								
398	SR		All Car Parks	Discretionary	1-Apr-21	398	SR	0.00%	0.00		
306	SR		All long term car parks only	Discretionary	1-Apr-21	306	SR	0.00%	0.00		
235	SR		Selected Car Parks	Discretionary	1-Apr-21	235	SR	0.00%	0.00		

										Annex 1		
CHARGES 2021/2022 £	INC. VAT * [1]	ESTIMATED INCOME 2021/2022 £	DETAILS			Statutory/ Discretionary	DATE LAST CHANGED	CHARGES 2022/2023 £	INC. VAT *	% CHANGE	£ CHANGE £	ESTIMATED INCOME 2022/2023 £
			(c)	Monthly								
82	SR			All Car Parks		Discretionary	1-Apr-21	82	SR	0.00%	0.00	
72	SR			All long term car parks only		Discretionary	1-Apr-21	72	SR	0.00%	0.00	
62	SR			Selected Car Parks		Discretionary	1-Apr-21	62	SR	0.00%	0.00	
			(d)	Weekly								
43	SR	1,680		All Car Parks		Discretionary	1-Apr-21	45	SR	4.65%	2.00	1,680
			(e)	Weekly Coach								
				Summer Season 1 April to 31 October								
92	SR			Vere Road, Joss Bay, Minnis Bay		Discretionary	1-Apr-21	95	SR	3.26%	3.00	
				Off Season 1st November to 31 March								
49	SR			Vere Road		Discretionary	1-Apr-21	50	SR	2.04%	1.00	
0	SR			Replacement Discs		Discretionary	11-Jun-15	0	SR	0.00%	0.00	
5	SR	1,100		Change of Registration		Discretionary	1-Apr-16	5	SR	0.00%	0.00	1,100
		180,000		FIXED PENALTY FINE - OFF STREET								180,000
				(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								
			2. ON STREET PARKING									
		871,500		On Charge Everyday								871,500
				Maximum 2 hourly stay 9am - 6pm								
1.6	NB			Cecil Square, Margate		Discretionary	1-Apr-21	1.6	NB	0.00%	0.00	
				per half hour for up to 2 hours								
				Minimum 1 hour charge 9am - 6pm								
2.60	NB	-		Harbour Parade, Ramsgate		Discretionary	1-Apr-21	2.60	NB	0.00%	0.00	
2.60	NB	-		Victoria Parade, Broadstairs		Discretionary	1-Apr-21	2.60	NB	0.00%	0.00	
				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						

											Annex 1
CHARGES 2021/2022 £	INC. VAT * [1]	ESTIMATED INCOME 2021/2022 £	DETAILS	Statutory/ Discretionary	DATE LAST CHANGED	CHARGES 2022/2023 £	INC. VAT *	% CHANGE	£ CHANGE £	ESTIMATED INCOME 2022/2023 £	
			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		
			9am - 6pm								
			Lawn Road, Broadstairs								

										Annex 1
CHARGES 2021/2022 £	INC. VAT * [1]	ESTIMATED INCOME 2021/2022 £	DETAILS	Statutory/ Discretionary	DATE LAST CHANGED	CHARGES 2022/2023 £	INC. VAT *	% CHANGE	£ CHANGE £	ESTIMATED INCOME 2022/2023 £
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							50,000
75.5	NB		Margate West zone	Discretionary	1-Apr-21	75	NB	-0.66%	-0.50	
75.5	NB		Belmont Road Broadstairs	Discretionary	1-Apr-21	75	NB	-0.66%	-0.50	
75.5	NB		Addington Road Margate	Discretionary	1-Apr-21	75	NB	-0.66%	-0.50	
75.50	NB		Birchington	Discretionary	1-Apr-21	75	NB	-0.66%	-0.50	
75.50	NB		Victoria Parade, Broadstairs	Discretionary	1-Apr-21	75	NB	-0.66%	-0.50	
75.50	NB		Madeira	Discretionary	1-Apr-21	75	NB	-0.66%	-0.50	
75.50			Margate Old Town	Discretionary	1-Apr-21	75	NB			new
75.50			Ramsgate Harbour	Discretionary	1-Apr-21	75	NB			new
		15,000	RESIDENTS PARKING AREAS							15,000
3.70	NB		Daily visitors vouchers	Discretionary	1-Apr-21	3.70	NB	0.00%	0.00	
2.70	NB		Daily visitors vouchers purchased in bulk (20 at a time, maximum 100)	Discretionary	1-Apr-21	2.70	NB	0.00%	0.00	
425	NB		Commercial premises sited in residential areas - per permit	Discretionary	1-Apr-21	425	NB	0.00%	0.00	
21.50	NB		Motorcycle permits	Discretionary	1-Apr-21	21.50	NB	0.00%	0.00	
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							
		170,000								170,000
		430,000								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	

											Annex 1
CHARGES 2021/2022 £	INC. VAT * [1]	ESTIMATED INCOME 2021/2022 £	DETAILS	Statutory/ Discretionary	DATE LAST CHANGED	CHARGES 2022/2023 £	INC. VAT *	% CHANGE	£ CHANGE £	ESTIMATED INCOME 2022/2023 £	
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 With effect from 31st March 2008	Statutory	1-Apr-08	25.00	NB	0.00%	0.00		
			DECRIMINALISATION								
		15,000	ANNUAL DISPENSATION							15,000	
500.00	NB		Utility Companies	Discretionary	1-Apr-19	500.00	NB	0.00%	0.00		
76.00	NB		Professional Community Services	Discretionary	1-Apr-19	76.00	NB	0.00%	0.00		
25.00	NB		Voluntary Community Services	Discretionary	11-Jun-12	25.00	NB	0.00%	0.00		
5.00	NB		Change of registration	Discretionary	1-Apr-16	5.00	NB	0.00%	0.00		
120.00			Commercial Users		1-Apr-19	120.00	NB	0.00%	0.00		
		1,500	WEEKLY WAIVER							1,500	
46	NB		Builders	Discretionary	1-Apr-21	50.00	NB	8.70%	4.00		
			OTHER								
36	NB	100	Cones - Out of Hours Use/Less than 7 days notice/Lost Cones	Discretionary	1-Apr-21	36	NB	0.00%	0.00	100	
21			More than 7 days notice	Discretionary	1-Apr-21	21	NB	0.00%	0.00		
72	NB	2,000	Suspension of Bay - Administration Fee	Discretionary	1-Apr-21	100	NB	38.89%	28.00	3,000	
204		-	Abandoned Vehicles		1-Apr-21	204	NB	0.00%	0.00	0	
122			Early payment 7 days		1-Apr-21	122	NB	0.00%	0.00		
300		-	Dog Bone Installation		1-Apr-20	300	NB	0.00%	0.00	0	
100.00			Dog Bone Remark		1-Apr-20	100.00	NB	0.00%	0.00		
			Time Limited parkng bay suspension per bay per day			10.00	NB				
										new	
250.00	NB	1,000	DISABLED PERSONS BAY - set by KCC	Discretionary	1-Apr-10	250.00	NB	0.00%	0.00	1,000	
			MOBILE DISPLAYS - set by KCC								
150.00	NB		Weekly Charge	Discretionary	1-Apr-15	200.00	NB	33.33%	50.00		
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	100.00	NB	33.33%	25.00	2,000	
			3. DISTRICT HIGHWAYS ACTIVITIES								
160	NB	2,800	ROAD CLOSURES (Street Fairs)	Discretionary	1-Apr-21	160	NB	0.00%	0.00	2,800	
			4. CREMATORIUM								
			CREMATION FEE								

											Annex 1	
CHARGES 2021/2022 £	INC. VAT * [1]	ESTIMATED INCOME 2021/2022 £	DETAILS			Statutory/ Discretionary	DATE LAST CHANGED	CHARGES 2022/2023 £	INC. VAT *	% CHANGE	£ CHANGE £	ESTIMATED INCOME 2022/2023 £
359.68	EX		Child - stillborn including medical referee (claim from CFF only)				1-Apr-19	364.40	EX		4.72	
55.00	EX		Body Parts (med ref to be added)				1-Apr-17	55.00	EX	0.00%	0.00	
494.56	EX		Child - 5 - 9 years including medical referee (claim from CFF only)				1-Apr-21	501.05	EX	1.31%	6.49	
629.44	EX		Child - 10 - 17 years including medical referee (claim from CCF only)				1-Apr-21	637.70	EX	1.31%	8.26	
760.00	EX	1,216,000	Person over 18 years (after 10am) -use of chapel for 30 minutes				1-Apr-21	770.00	EX	1.32%	10.00	1,223,000
536.00	EX		Person over 18 years (before 10am) - use of chapel for 20 minutes				1-Apr-21	543.00	EX	1.31%	7.00	
435.00			Direct cremation service				1-Apr-20	435.00	EX	0.00%	0.00	
26.25	EX	43,000	Medical Referee				1-Apr-21	26.50	EX	0.95%	0.25	45,000
107.00	EX	175,000	Environmental Surcharge (additional to adult cremation fee)			Statutory	1-Apr-21	108.40	EX	1.31%	1.40	180,000
ADDITIONAL CHARGES - CREMATORIUM												
470.00	EX		Weekend service (by request only and in addition to cremation fee) by the funeral director				1-Apr-21	480.00	EX	2.13%	10.00	
			Weekend children service (claim from CFF only)		new			200.00	EX			
128.00	EX	15,000	Additional chapel hire - total 1 hour in chapel				1-Apr-21	133.00	EX	3.91%	5.00	16,000
190.00	EX		Service Overrun in excess of 35 minutes (20 minutes for 9.00 and 9.30 services)				1-Apr-21	200.00	EX	5.26%	10.00	
			Cancellation of cremation service with less than 5 days notice		new			50.00				
WESLEY MUSIC SYSTEM												
5.95	EX		Wesley music system (mandatory payment with all adult cremations)				1-Apr-21	6.10	EX	2.52%	0.15	
80.00	SR	7,000	Webcasting of Service (includes 7 days on demand)				1-Apr-20	60.00	SR	-25.00%	-20.00	10,000
50.00	SR		CD recording of service		delete				SR	-100.00%	-50.00	
30.00	SR		Additional copy of CD		delete				SR	-100.00%	-30.00	
WESLEY VISUAL TRIBUTE												
10.50	SR		Minute of video		delete				SR	-100.00%	-10.50	
			Family video file		new			18.00	SR			
			Slideshow max 25 images, no music		new			38.00	SR			
			for every additional 25 images, no music		new			21.00	SR			
			Slideshow max 25 images, with music		new			75.00	SR			
			for every additional 25 images, with music		new			21.00	SR			
			Single still image		new			18.00	SR			
			Downloadable video file		new			30.00	SR			
			Downloadable video file including visual tribute		new			45.00	SR			
			Urgent tribute fee normal fee plus £75 no vat)		new			90.00	EX			
56.25	SR		2-16 photos		delete				SR	-100.00%	-56.25	
66.00	SR		17-25 photos		delete				SR	-100.00%	-66.00	
102.00	SR		26-50 photos		delete				SR	-100.00%	-102.00	
26.00	SR		1 holding image during the service		delete				SR	-100.00%	-26.00	
72.00	SR		DVD recording of service				1-Apr-19	60.00	SR	-16.67%	-12.00	
30.00	SR		Additional copy of DVD		delete				SR	-100.00%	-30.00	

										Annex 1	
CHARGES 2021/2022 £	INC. VAT * [1]	ESTIMATED INCOME 2021/2022 £	DETAILS		Statutory/ Discretionary	DATE LAST CHANGED	CHARGES 2022/2023 £	INC. VAT *	% CHANGE	£ CHANGE £	ESTIMATED INCOME 2022/2023 £
28.00	SR		DVD of the tribute only			1-Apr-19	25.00	SR	-10.71%	-3.00	
108.00	SR		DVD recording of the service including the tribute			1-Apr-19	65.00	SR	-39.81%	-43.00	
			Late tribute fee	delete				SR			
35			Temp webcast fee	delete							
			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	
80	SR		Memorial plaque in scattering area 1 year lease			1-Apr-21	82	SR	2.50%	2.00	
195	SR		Memorial plaque in scattering area 5 year lease			1-Apr-21	199	SR	2.05%	4.00	
			MEMORIAL PLAQUES IN CHILDRENS AREA								
150.00			Plaque purchase and five year lease			1-Apr-20	153.00	SR	2.00%	3.00	
70.00			Plaque purchase and one year lease			1-Apr-20	71.50	SR	2.14%	1.50	
			One year renewal	new			35.00	SR			
			Garden of rest Thanet Crematorium								
410.00	EX	25,000	Exclusive right of plot for the interment of ashes in caskets or urns (50 years)			1-Apr-21	425.00	EX	3.66%	15.00	22,000
590.00	EX		Exclusive right of plot for the interment of ashes in caskets or urns (75 years)			1-Apr-21	610.00	EX	3.39%	20.00	
170.00	NB	20,000	Interment of ashes in caskets or urns			1-Apr-21	175.00	NB	2.94%	5.00	25,000
182.00	NB		Interment of ashes in caskets or urns from other crematoria			1-Apr-21	192.00	NB	5.49%	10.00	
26.50	NB	-	Copy of deed			1-Apr-21	27.50	NB	3.77%	1.00	
52.50	EX	7,000	Transfer of EROB (in accordance with Probate)			1-Apr-21	55.00	EX	4.76%	2.50	3,000
70.00	EX		Transfer of EROB (additional transfer after Probate)			1-Apr-21	72.00	EX	2.86%	2.00	
72.00	EX		Transfer of EROB (with Statutory Declaration)			1-Apr-21	73.00	EX	1.39%	1.00	
72.00	EX		Assignment of EROB Living owners			1-Apr-21	73.50	EX	2.08%	1.50	
			Garden of Rest Memorial Thanet Crematorium								
150.00	EX	12,000	Right to erect memorial			1-Apr-21	155.00	EX	3.33%	5.00	14,000
190.00	EX		Right to erect memorial spanning two plots			1-Apr-21	195.00	EX	2.63%	5.00	
77.50	NB	5,000	Right to add Additional Inscription, Vase or Memorial under 12" tall (GoR)			1-Apr-21	81.00	NB	4.52%	3.50	5,000
31.50	SR	4,000	Memorial Inspection Fee			1-Apr-21	32.50	SR	3.17%	1.00	6,000
22.00	NB	1,500	Temporary number stone			1-Apr-21	25.00	NB	13.64%	3.00	1,500
			Woodlands								
210.00	EX	2,500	Exclusive right of burial (25 years)			1-Apr-21	215.00	EX	2.38%	5.00	2,500
112.00	NB		Interment			1-Apr-21	115.00	NB	2.68%	3.00	
120.00	NB		Interment in urn from other crematoria			1-Apr-21	124.00	NB	3.33%	4.00	
22.00	NB		Temporary number stone			1-Apr-21	25.00	NB	13.64%	3.00	
77.50	NB		Memorial application (under 12")			1-Apr-21	81.00	NB	4.52%	3.50	
52.50	EX		Transfer of EROB (in accordance with Probate)			1-Apr-21	55.00	EX	4.76%	2.50	
70.00	EX		Transfer of EROB (additional transfer after Probate)			1-Apr-21	72.00	EX	2.86%	2.00	

											Annex 1
CHARGES 2021/2022 £	INC. VAT * [1]	ESTIMATED INCOME 2021/2022 £	DETAILS		Statutory/ Discretionary	DATE LAST CHANGED	CHARGES 2022/2023 £	INC. VAT *	% CHANGE	£ CHANGE £	ESTIMATED INCOME 2022/2023 £
72.00	EX		Transfer of EROB (with Statutory Declaration)			1-Apr-21	73.00	EX	1.39%	1.00	
72.00	EX		Assignment of EROB Living owners			1-Apr-21	73.50	EX	2.08%	1.50	
26.50	NB	600	Copy of deed			1-Apr-21	27.50	NB	3.77%	1.00	500
40	EX		Topping up of burial rights (not available until only 20 years remaining starting 2021 - 2022)			1-Apr-21	45	EX	12.50%	5.00	
at cost + 30% +VAT	SR		Forwarding ashes within Great Britain (including postage, packing & approved container)	delete	Discretionary			SR			
116.00	EX	1,600	Disposal of ashes from other crematoria (for scatter or auger plot)		Discretionary	1-Apr-21	120.00	EX	3.45%	4.00	2,000
165.00			Woodlands plots for cremated remains at Ramsgate Cemetery								
			Exclusive right of burial (25 years)			1-Apr-20	165.00	EX	0.00%	0.00	
108.50			Interment			1-Apr-20	108.50	NB	0.00%	0.00	
117.00			Interment in urn from other crematoria			1-Apr-20	117.00	NB	0.00%	0.00	
20.00			Temporary number stone			1-Apr-20	20.00	NB	0.00%	0.00	
75.00			Memorial application (under 12")			1-Apr-20	75.00	NB	0.00%	0.00	
			Attendance at witness cremated remains plots interments (if not accompanied by FD)	new			20.00	NB			
10.00	NB		Copy of green registrar's certificate	delete			0.00	NB	-100.00%	-10.00	
10.00	NB		Copy of cremated remains certificate			1-Apr-17	10.50	NB	5.00%	0.50	
25.00	SR	800	Family history searches			1-Apr-21	26.00	SR	4.00%	1.00	800
		15,000	Auger Plot - interment of ashes		Discretionary	1-Apr-21					16,000
112.00	NB		Auger interments			1-Apr-21	115.00	NB	2.68%	3.00	
48.00	EX		Permission for auger marker			1-Apr-21	49.00	EX	2.08%	1.00	
			Roses								
355.00	SR	2,000	Individual rose with granite style marker 10 year lease			1-Apr-21	365.00	SR	2.82%	10.00	3,500
410.00	SR		Standard rose with granite style marker 10 year lease			1-Apr-21	420.00	SR	2.44%	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	
355.00	SR		Mature Tree (interment only) + granite style marker 10 year lease			1-Apr-21	365.00	SR	2.82%	10.00	
	SR		Renewal of lease (every 10 years)			1-Apr-17		SR	0.00%	0.00	
98.00	NB		Weekend cremated remains interment - usual fee +			1-Apr-21	102.00	NB	4.08%	4.00	
			Inscription in books of remembrance								
75.00	SR	12,000	Two lines		Discretionary	1-Apr-21	76.00	SR	1.33%	1.00	12,500
32.50	SR		Each additional line		Discretionary	1-Apr-21	33.00	SR	1.54%	0.50	
18.50			Pin for electronic book			1-Apr-21	18.75	SR	1.35%	0.25	

											Annex 1	
CHARGES 2021/2022 £	INC. VAT * [1]	ESTIMATED INCOME 2021/2022 £	DETAILS			Statutory/ Discretionary	DATE LAST CHANGED	CHARGES 2022/2023 £	INC. VAT *	% CHANGE	£ CHANGE £	ESTIMATED INCOME 2022/2023 £
36.50			First additional page for electronic book				1-Apr-21	37.50	SR	2.74%	1.00	
30.50			Additional pages for electronic book of remembrance (maximum 3)				1-Apr-21	31.00	SR	1.64%	0.50	
		2,000	Memorial plaques									2,500
200.00	SR		Purchase and Lease for 5 years			Discretionary	1-Apr-21	204.00	SR	2.00%	4.00	
105.00	SR		Purchase and Lease for 1 year				1-Apr-21	107.25	SR	2.14%	2.25	
165.50	EX	9,000	Existing plaque - renewal per five years				1-Apr-21	165.50	EX	0.00%	0.00	9,200
46.50	EX		Existing plaque - renewal per 1 year			Discretionary	1-Apr-21	46.50	EX	0.00%	0.00	
			Memorial Bench Plaque (when available) - Lease of space for 5 years									
520.00	SR		Purchase and lease for 5 years				1-Apr-21	520.00	SR	0.00%	0.00	
198.00	SR		Purchase and lease for 1 year				1-Apr-21	198.00	SR	0.00%	0.00	
292.00	EX		Existing plaque - renewal per five years				1-Apr-21	292.00	EX	0.00%	0.00	
78.00	EX		Existing plaque - renewal per ONE year				1-Apr-21	78.00	EX	0.00%	0.00	
			Individual memorial bench (where space allows), 10 year lease		new			1,250.00				
			Private memorial garden (50 year lease)		new			1,280.00	SR			
			Buff Memorial Orbs (25 year lease)									
			Single orb		new			550.00	SR			
			Double orb		new			650.00	SR			
			Quad orb		new			775.00	SR			
			orb plaque and inscription up to 60 Characters		new			225.00	SR			
			additional characters on plaque		new			2.25	SR			
			additional motif		new			55.00	SR			
			Black and white photo plaque (5 x 7 cm)		new			65.00	SR			
			Colour photo plaque (5 x 7 cm)		new			90.00	SR			
			Kerb Memorials									
			Kerb block including vase and inscription 20 year EROB, two interments		new			150.00	SR			
			Engraved motif		new			45.00	SR			
			Photo plaque		new			80.00	SR			
			Interment		new			115.00	SR			
90.00	SR		Miniature books of remembrance				1-Apr-21	90.00	SR	0.00%	0.00	
38.00	SR		Memorial cards (folded)			Discretionary	1-Apr-21	38.00	SR	0.00%	0.00	
38.00	SR		Memorial cards (unfolded)			Discretionary	1-Apr-21	38.00	SR	0.00%	0.00	
20.50	SR		Photographic Images in miniature books or folded memorial cards per order				1-Apr-21	20.50	SR	0.00%	0.00	
8.25	SR		plus for each print				1-Apr-21	8.25	SR	0.00%	0.00	

											Annex 1
CHARGES 2021/2022 £	INC. VAT * [1]	ESTIMATED INCOME 2021/2022 £	DETAILS	Statutory/ Discretionary	DATE LAST CHANGED	CHARGES 2022/2023 £	INC. VAT *	% CHANGE	£ CHANGE £	ESTIMATED INCOME 2022/2023 £	
55.00	SR		Floral illustration	Discretionary	1-Apr-21	55.00	SR	0.00%	0.00		
75.00	SR		All other illustrations (badges, crests etc.)	Discretionary	1-Apr-21	75.00	SR	0.00%	0.00		
32.00	SR		Hymn book dedication	Discretionary	1-Apr-21	32.00	SR	0.00%	0.00		
5. CEMETERIES											
MARGATE CEMETERY											
90.00	EX	4,200	Use of Cemetery Chapel - for private memorial service - max 25 minutes (excluding NVF and contracted funerals)	Discretionary	1-Apr-21	95.00	EX	5.56%	5.00	5,000	
835.00	EX	45,000	Purchase of exclusive right of burial Adult 50 Year EROB	Statutory	1-Apr-21	870.00	EX	4.19%	35.00	47,500	
1,085.00	EX		Adult 75 Year EROB	Statutory	1-Apr-21	1,130.00	EX	4.15%	45.00		
1,680.00	EX		Non Thanet Resident 50 year EROB	Discretionary	1-Apr-21	1,740.00	EX	3.57%	60.00		
2,180.00	EX		Non Thanet Resident 75 year EROB	Discretionary	1-Apr-21	2,260.00	EX	3.67%	80.00		
178.00	EX		Child under 12 years	Discretionary	1-Apr-21	182.00	EX	2.25%	4.00		
26.50	NB		Copy of Deed	Discretionary	1-Apr-21	27.50	NB	3.77%	1.00		
52.50	EX	2,000	Assignment of EROB (in accordance with Probate)	Discretionary	1-Apr-21	55.00	EX	4.76%	2.50	2,500	
70.00	EX		Assignment of EROB (additional transfer after Probate)	Discretionary	1-Apr-21	72.00	EX	2.86%	2.00		
72.00	EX		Assignment of EROB Living Owners	Discretionary	1-Apr-21	73.00	EX	1.39%	1.00		
72.00	EX		Assignment of EROB (with statutory declaration)	Discretionary	1-Apr-21	73.50	EX	2.08%	1.50		
1,440.00	NB	103,000	Interment - adult - pre-purchased grave only - hand or mechanically dug First interment (virgin graves only max 10ft)	Statutory	1-Apr-21	1,486.00	NB	3.19%	46.00	103,000	
878.00	NB		4ft 3" grave	Statutory	1-Apr-21	906.00	NB	3.19%	28.00		
1,095.00	NB		6 ft grave	Statutory	1-Apr-21	1,129.00	NB	3.11%	34.00		
1,322.00	NB		8 ft grave	Statutory	1-Apr-21	1,363.00	NB	3.10%	41.00		
155.00	NB		Body Parts	Statutory	1-Apr-17	155.00	NB	0.00%	0.00		
			Changes to coffin size with less than three working days notice			100.00	NB				
115.00	NB	12,000	Environmental surcharge (over 18 only)	Discretionary	1-Apr-21	120.00	NB	4.35%	5.00	12,000	
0.00	NB		Interment - single depth nvf	Statutory	1-Apr-19	0.00	NB	0.00%	0.00		
397.20			stillborn to 4 years			410.04					
546.15			5 to 9 years			564.30					

											Annex 1
CHARGES 2021/2022 £	INC. VAT * [1]	ESTIMATED INCOME 2021/2022 £	DETAILS	Statutory/ Discretionary	DATE LAST CHANGED	CHARGES 2022/2023 £	INC. VAT *	% CHANGE	£ CHANGE £	ESTIMATED INCOME 2022/2023 £	
695.10			10 to 17 years			705.60					
22.00	NB	1,500	Temporary number stone	Discretionary	1-Apr-21	25.00	NB	13.64%	3.00	1,500	
180.00	NB	3,000	Cremated remains - per interment	Discretionary	1-Apr-21	185.00	NB	2.78%	5.00	3,500	
Burial fee + 70%	NB		Exhumation - burial charge +70% + vat where applicable	Discretionary		Burial fee + 70%	NB	0.00%	0.00		
			Miscellaneous charges								
550.00	NB		Additional charge for interment at weekends or public holidays [NOTE : per 3 hours, minimum charge is for 3 hours]	Discretionary	1-Apr-21	570.00	NB	3.64%	20.00		
360.00	NB		Additional charge for interment at less than 3 working days' notice	Discretionary	1-Apr-21	373.00	NB	3.61%	13.00		
77.00	NB		Late funerals - each 15 minutes delay	Discretionary	1-Apr-21	77.00	NB	0.00%	0.00		
25.00	SR		Family Search fee	Discretionary	1-Apr-21	26.00	SR	4.00%	1.00		
			Memorial Fees								
190.00	EX	18,000	Cemetery Headstone Memorial (Adult) (not exceeding 4ft)	Discretionary	1-Apr-21	194.00	EX	2.11%	4.00	14,000	
225.00	EX		Cemetery Headstone Memorial (Adult) (not exceeding 5ft)		1-Apr-21	230.00	EX	2.22%	5.00		
297.00	EX		Cemetery Headstone Memorial (Adult) (not exceeding 6ft)		1-Apr-21	305.00	EX	2.69%	8.00		
297.00	EX		Kerb Surround - single (Adult)	Discretionary	1-Apr-21	303.00	EX	2.02%	6.00		
440.00	EX		Kerb Surround - double (Adult)	Discretionary	1-Apr-21	448.50	EX	1.93%	8.50		
122.00	EX		Cemetery Headstone Memorial (Child's)	Discretionary	1-Apr-21	124.00	EX	1.64%	2.00		
122.00	EX		Kerb Surround (Child's)	Discretionary	1-Apr-21	124.00	EX	1.64%	2.00		
77.50	NB	3,500	Additional Inscription, Vase or Memorial under 12" tall	Discretionary	1-Apr-21	81.00	NB	4.52%	3.50	3,500	
85.00	EX		Landing memorials		1-Apr-21	87.00	EX	2.35%	2.00		
31.50	SR		Memorial Inspection Fee	Discretionary	1-Apr-21	32.50	SR	3.17%	1.00		
117.00	EX		Replacement of existing memorial		1-Apr-21	120.00	EX	2.56%	3.00		
			Private memorial bench			1,080.00	SR				
			RAMSGATE CEMETERY								
82.00	EX	2,500	Use of Cemetery Chapel - for private memorial service - max 25 minutes (excluding NVF and contracted funerals)	Discretionary	1-Apr-21	85.00	EX	3.66%	3.00	2,500	
			Purchase of exclusive right of burial								
745.00	EX	23,000	Adult 50 year EROB	Statutory	1-Apr-21	760.00	EX	2.01%	15.00	23,000	
990.00	EX		Adult 75 year EROB		1-Apr-21	1,010.00	EX	2.02%	20.00		
1,490.00	EX		Non Thanet Resident 50 Year EROB	Discretionary	1-Apr-21	1,520.00	EX	2.01%	30.00		
1,980.00	EX		Non Thanet Resident 75 Year EROB		1-Apr-21	2,020.00	EX	2.02%	40.00		
178.00	EX		Child under 12 years		1-Apr-21	182.00	EX	2.25%	4.00		
26.50	NB	1,700	Copy of Deed		1-Apr-21	27.50	NB	3.77%	1.00	500	

										Annex 1
CHARGES 2021/2022 £	INC. VAT * [1]	ESTIMATED INCOME 2021/2022 £	DETAILS	Statutory/ Discretionary	DATE LAST CHANGED	CHARGES 2022/2023 £	INC. VAT *	% CHANGE	£ CHANGE £	ESTIMATED INCOME 2022/2023 £
52.50	EX		Assignment of EROB (in accordance with Probate)	Discretionary	1-Apr-21	55.00	EX	4.76%	2.50	
70.00	EX	1,800	Assignment of EROB (additional transfer after Probate)	Discretionary	1-Apr-21	72.00	EX	2.86%	2.00	1,000
72.00	EX		Assignment of EROB Living Owners	Discretionary	1-Apr-21	73.00	EX	1.39%	1.00	
72.00	EX		Assignment of EROB (with statutory declaration)		1-Apr-21	73.50	EX	2.08%	1.50	
			Interment - adult - pre-purchased grave only - hand or mechanically dug First interment (virgin graves only max 10ft)		1-Apr-21	1,385.00	NB	1.47%	20.00	
1,365.00	NB	38,000	4ft 3" grave	Statutory	1-Apr-21	830.00	NB	1.84%	15.00	49,000
815.00	NB		6 ft grave	Statutory	1-Apr-21	1,040.00	NB	1.46%	15.00	
1,025.00	NB		8 ft grave	Statutory	1-Apr-21	1,260.00	NB	1.61%	20.00	
1,240.00	NB		Body Parts	Statutory	1-Apr-21	155.00	NB	0.00%	0.00	
155.00	NB		Changes to coffin size less than three working days notice			100.00	NB			
									new	
112.50	NB	5,000	Environmental surcharge (over 18 only)		1-Apr-21	114.50	NB	1.78%	2.00	5,000
			Interment - single depth							
0.00	NB		nvf	Statutory	1-Apr-19	0.00	NB		0.00	
371.00			stillborn to 4 years			377.80		1.83%		
512.13			5 to 9 years			519.48		1.44%		
649.25			10 to 17 years			661.15		1.83%		
			Interment - adult - general grave [NOTE: only available at Ramsgate Cemetery]							
800.00	NB		Per interment	Statutory	1-Apr-16	810.00	NB	1.25%	10.00	
22.00	NB	1,300	Temporary number stone	Discretionary	1-Apr-21	25.00	NB	13.64%	3.00	800
180.00	NB	3,500	Cremated remains - per interment	Discretionary	1-Apr-21	185.00	NB	2.78%	5.00	3,800
Burial charge + 70%	NB		Exhumation - burial charge +70% + vat where applicable	Discretionary		Burial charge + 70%	NB	0.00%	0.00	
			Miscellaneous charges							
525.00	NB		Additional charge for interment at weekends or public holidays [NOTE : per 3 hours, minimum charge is for 3 hours]	Discretionary	1-Apr-21	535.00	NB	1.90%	10.00	
360.00	NB		Additional charge for interment at less than 3 working days' notice	Discretionary	1-Apr-21	368.00	NB	2.22%	8.00	
75.00	NB		Late funerals - each 15 minutes delay	Discretionary	1-Apr-16	77.00	NB	2.67%	2.00	
25.00	SR		Family Search fee	Discretionary	1-Apr-21	26.00	SR	4.00%	1.00	
			Garden of Rest Ramsgate Cemetery							
355.00	EX	3,000	Exclusive right of burial for the interment of ashes in caskets or urns (50 years)		1-Apr-21	360.00	EX	1.41%	5.00	3,000
485.00	EX		exclusive right of burial for the interment of ashes in caskets or urns (75 years)		1-Apr-21	485.00	EX	0.00%	0.00	

					Annex 1					
CHARGES 2021/2022 £	INC. VAT * [1]	ESTIMATED INCOME 2021/2022 £	DETAILS	Statutory/ Discretionary	DATE LAST CHANGED	CHARGES 2022/2023 £	INC. VAT *	% CHANGE	£ CHANGE £	ESTIMATED INCOME 2022/2023 £
155.00	NB		Interment of ashes in caskets or urns		1-Apr-21	155.00	NB	0.00%	0.00	
165.00	NB		Interment of ashes in caskets or urns from other crematoria		1-Apr-21	165.00	NB	0.00%	0.00	
26.50	NB		Copy of deed		1-Apr-21	26.50	NB	0.00%	0.00	
52.50	EX		Transfer of EROB (in accordance with Probate)		1-Apr-21	52.50	EX	0.00%	0.00	
70.00	EX		Transfer of EROB (additional transfer after Probate)		1-Apr-21	70.00	EX	0.00%	0.00	
72.00	EX		Transfer of EROB (with Statutory Declaration)		1-Apr-21	72.00	EX	0.00%	0.00	
72.00	EX		Assignment of EROB Living owners		1-Apr-21	72.00	EX	0.00%	0.00	
			Garden of Rest Memorial Ramsgate Cemetery							
136.00	NB	1,000	Right to erect memorial		1-Apr-21	140.00	NB	2.94%	4.00	
180.00	NB		Right to erect memorial spanning two plots		1-Apr-21	180.00	NB	0.00%	0.00	
69.00	NB		Right to add Additional Inscription, Vase or Memorial under 12" tall (GoR)		1-Apr-21	69.00	NB	0.00%	0.00	
28.00	SR		Memorial Inspection Fee		1-Apr-21	28.00	SR	0.00%	0.00	
22.00	NB		Temporary number stone		1-Apr-21	25.00	NB	13.64%	3.00	
			Memorial Fees							
190.00	EX	12,000	Cemetery Headstone Memorial (Adult) (not exceeding 4ft)	Discretionary	1-Apr-21	194.00	EX	2.11%	4.00	12,000
225.00	EX		Cemetery Headstone Memorial (Adult) (not exceeding 5ft)		1-Apr-21	230.00	EX	2.22%	5.00	
297.00	EX		Cemetery Headstone Memorial (Adult) (not exceeding 6ft)		1-Apr-21	305.00	EX	2.69%	8.00	
297.00	EX		Kerb Surrond - single (Adult)	Discretionary	1-Apr-21	303.00	EX	2.02%	6.00	
440.00	EX		Kerb Surrond - double (Adult)	Discretionary	1-Apr-21	448.50	EX	1.93%	8.50	
122.00	EX		Cemetery Headstone Memorial (Child's)	Discretionary	1-Apr-21	124.00	EX	1.64%	2.00	
122.00	EX		Kerb Surround (Child's)	Discretionary	1-Apr-21	124.00	EX	1.64%	2.00	
77.50	NB	1,800	Additional Inscription, Vase or Memorial under 12" tall	Discretionary	1-Apr-21	81.00	NB	4.52%	3.50	1,800
85.00	EX		Landing memorials		1-Apr-21	87.00	EX	2.35%	2.00	
31.50	SR	1,000	Memorial Inspection Fee	Discretionary	1-Apr-21	32.50	SR	3.17%	1.00	5,000
117.00	EX		Replacement of existing memorial		1-Apr-21	120.00	EX	2.56%	3.00	
		0								
		137,050	6. COMMERCIAL WASTE							182,050
			Priced per lift. ad hoc collections or contracted price remains same.							
18	NB		1100L Refuse bin per collection			20	NB	11.11%	2.00	
16	NB		1100L mixed recycling bin per collection			16		0.00%	0.00	
16	NB		1100L paper and card bin per collection			16	NB	0.00%	0.00	
7	NB		240L Refuse bin per collection			8	NB	14.29%	1.00	
5	NB		240L mixed recycling bin per collection			5	NB	0.00%	0.00	
5	NB		240L paper and card bin per collection			5	NB	0.00%	0.00	
2.50	NB		Refuse sack per collection			2.5	NB	0.00%	0.00	
2	NB		Mixed recycling sack per collection			2	NB	0.00%	0.00	

					Annex 1					
CHARGES 2021/2022 £	INC. VAT * [1]	ESTIMATED INCOME 2021/2022 £	DETAILS	Statutory/ Discretionary	DATE LAST CHANGED	CHARGES 2022/2023 £	INC. VAT *	% CHANGE	£ CHANGE £	ESTIMATED INCOME 2022/2023 £
2	NB		Paper and card sack per collection			2	NB	0.00%	0.00	
10			360L Refuse bin per collection			11	NB	10.00%	1.00	
8			360L mixed recycling bin per collection			8	NB	0.00%	0.00	
OTHER COMMERCIAL SERVICES										
P.O.A.			Mechanical sweeping of private land		1-Apr-20	P.O.A.	NB			
CLINICAL WASTE										
		20,000	Clinical Waste Collection							0
7. BULKY WASTE COLLECTIONS										
26.00	NB	48,000	Charge including collection of up to 5 items or up to 15 black sacks of household waste		1-Apr-21	30	NB	15.38%	4.00	78,000
26.00	NB		Fridge Freezers		1-Apr-21	30	NB	15.38%	4.00	
26.00	NB	2,800	Three piece suite/ large furniture item		1-Apr-21	30	NB	15.38%	4.00	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				
8. GREEN GARDEN WASTE COLLECTION										
35.00	NB	21,800	Hire charge for wheeled bin: One-off charge for wheeled bin (non-refundable)		1-Apr-18	36	NB	2.86%	1.00	52,500
53.00	NB	575,050	Collection charges - for collections until end of March		1-Apr-21	54.00	NB	1.89%	1.00	729,000
9. REFUSE BINS										
		21,230	New Developments Waste							25,000
38.00	NB		Black 180Ltr Waste Bin		1-Apr-18	40.00	NB	5.26%	2.00	
55.00	NB		Black 360Ltr Waste Bin - plastic		1-Apr-18	58.00	NB	5.45%	3.00	
300.00	NB		Black 660 Ltr Waste Bin - metal		1-Apr-18	320.00	NB	6.67%	20.00	

											Annex 1
CHARGES 2021/2022 £	INC. VAT * [1]	ESTIMATED INCOME 2021/2022 £	DETAILS	Statutory/ Discretionary	DATE LAST CHANGED	CHARGES 2022/2023 £	INC. VAT *	% CHANGE	£ CHANGE £	ESTIMATED INCOME 2022/2023 £	
325.00	NB		Black 940Ltr Chamberlain Bin - metal		1-Apr-18	346.00	NB	6.46%	21.00		
425.00	NB		Black 1280Ltr Waste Bin - metal		1-Apr-18	453.00	NB	6.59%	28.00		
10.00	NB		Seagull Sack		1-Apr-17	10.50	NB	5.00%	0.50		
			Recycling								
9.00	NB		Food Bin (Brown)		1-Apr-17	9.50	NB	5.56%	0.50		
8.00	NB		Kitchen Caddy (silver)		1-Apr-17	8.50	NB	6.25%	0.50		
8.00	NB		Red Sack		1-Apr-17	8.50	NB	6.25%	0.50		
9.50	NB		Blue Mixed Recycling Box		1-Apr-17	10.00	NB	5.26%	0.50		
48.00	NB		Red or Blue 240Ltr Mixed Recycling Bin		1-Apr-18	51.00	NB	6.25%	3.00		
55.00	NB		Red or Blue 360 Ltr Bin - plastic		1-Apr-18	58.00	NB	5.45%	3.00		
300.00	NB		Red or Blue 660 Ltr Bin - metal		1-Apr-18	320.00	NB	6.67%	20.00		
425.00	NB		Red or Blue 1280Ltr Bin - Metal		1-Apr-18	453.00	NB	6.59%	28.00		
38.00	NB		Food 180 Ltr Bin		1-Apr-18	40.00	NB	5.26%	2.00		
150.00	NB		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		
110.00	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		
50.00	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		
			Replacement bins - including Delivery								
			Waste								
38.00	NB	8,000	Black 180Ltr Waste Bin		1-Apr-18	40.00	NB	5.26%	2.00	9,000	
55.00	NB	500	Black 360Ltr Waste Bin -plastic		1-Apr-18	58.00	NB	5.45%	3.00	750	
300.00	NB		Black 660Ltr Waste Bin - metal		1-Apr-18	320.00	NB	6.67%	20.00		
325.00	NB		Black 940Ltr Chamberlain Bin - metal		1-Apr-18	346.00	NB	6.46%	21.00		
425.00	NB	420	Black 1280Ltr Waste Bin = metal		1-Apr-18	453.00	NB	6.59%	28.00	500	
10.00	NB	2,500	Seagull Sack		1-Apr-17	10.50	NB	5.00%	0.50	3,000	
			Recycling								
9.00	NB		Food Bin (Brown)		1-Apr-17	9.50	NB	5.56%	0.50		
8.00	NB		Kitchen Caddy (silver)		1-Apr-17	8.50	NB	6.25%	0.50		
8.00	NB	10,000	Red Sack		1-Apr-17	8.50	NB	6.25%	0.50	10,000	
9.50	NB		Blue Mixed Recycling Box		1-Apr-17	10.00	NB	5.26%	0.50		
48.00	NB	12,000	Red or Blue 240Ltr Mixed Recycling Bin		1-Apr-18	51.00	NB	6.25%	3.00	13,000	
55.00	NB	1,580	Red or Blue 360 Ltr Bin - plastic		1-Apr-18	58.00	NB	5.45%	3.00	2,000	
300.00	NB		Red or Blue 660 Ltr Bin - metal		1-Apr-18	320.00	NB	6.67%	20.00		
425.00	NB		Red or Blue 1280Ltr Bin - Metal		1-Apr-18	453.00	NB	6.59%	28.00		
38.00	NB		Food 180 Ltr Bin		1-Apr-18	40.00	NB	5.26%	2.00		
			10. STREET CLEANSING								
			Provision of Litter Bins for Events								

											Annex 1
CHARGES 2021/2022 £	INC. VAT * [1]	ESTIMATED INCOME 2021/2022 £	DETAILS	Statutory/ Discretionary	DATE LAST CHANGED	CHARGES 2022/2023 £	INC. VAT *	% CHANGE	£ CHANGE £	ESTIMATED INCOME 2022/2023 £	
			Delivery & collection combined								
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								
21.318	SR	1,010	Cleansing Operative		1-Apr-21	21.74	SR	2.00%	0.43	1,010	
22.6542	SR	530	7.5t Driver		1-Apr-21	23.11	SR	2.00%	0.45	530	
24.0618	SR	570	HGV Driver		1-Apr-21	24.54	SR	2.00%	0.48	570	
31.416	SR	740	Supervisor		1-Apr-21	32.04	SR	2.00%	0.63	740	
			Rates are per hour Monday - Friday								
			Saturday Hourly rate x 1 1/2								
			Sunday Hourly rate x 2								
			11. PUBLIC CONVENIENCES								
11.8524	SR		Additional Opening hours outside schedule per operative per hour			12.09	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								
			12. ALLOTMENTS								
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		
			13. ENFORCEMENT								
			LITTERING								
100.00	NB	2,400	Of public places	statutory	1-Apr-19	100.00	NB	0.00%	0.00	2,400	
			GRAFFITI & FLY-POSTING								
100.00	NB	200	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		
			EDUCATION OFFICER WORK								
			AQA Educational course cost	new		£37.50					
			Education course instead of FPN	new		60.00					

										Annex 1	
CHARGES 2021/2022 £	INC. VAT * [1]	ESTIMATED INCOME 2021/2022 £	DETAILS		Statutory/ Discretionary	DATE LAST CHANGED	CHARGES 2022/2023 £	INC. VAT *	% CHANGE	£ CHANGE £	ESTIMATED INCOME 2022/2023 £
			STRAY DOGS								
25.00	NB	450	Stray dog charge		statutory		25.00	NB	0.00%	0.00	450
80.00	NB	4,460	Stray dog collection and return			1-Apr-18	80.00	NB	0.00%	0.00	4,460
13.00	NB	1,390	Kennelling Fees per day in kennels			1-Apr-18	13.00	NB	0.00%	0.00	1,390
			DOG PUBLIC SPACE PROTECTION ORDER	UPDATE							
100.00	NB	1,800	Fouling the highways and public places	REMOVE	statutory	1-Apr-19		NB	-100.00%	-100.00	1,800
100.00	NB	600	Dog exclusion from designated beaches etc	REMOVE	statutory	1-Apr-19		NB	-100.00%	-100.00	600
60.00	NB	-	-early payment within 7 days	remove	statutory			NB	-100.00%	-60.00	0
		-	WASTE NOTICES								0
400.00	NB	7,200	Unauthorised Deposit of Waste		statutory	17-Jan-17	400.00	NB	0.00%	0.00	7,200
300.00	NB	4,500	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	1,500	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	600	Failure to produce authority to transport waste		statutory	1-Apr-19	300.00	NB	0.00%	0.00	600
200.00	NB	400	early payment (within 7 days)		statutory	1-Apr-19	200.00	NB	0.00%	0.00	400
400.00		1,200	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	
		420	LANDLORD ENFORCEMENT NOTICES								420
			14 FORESHORE EVENTS								

					Annex 1					
CHARGES 2021/2022 £	INC. VAT * [1]	ESTIMATED INCOME 2021/2022 £	DETAILS	Statutory/ Discretionary	DATE LAST CHANGED	CHARGES 2022/2023 £	INC. VAT *	% CHANGE	£ CHANGE £	ESTIMATED INCOME 2022/2023 £
		620	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	
2.75	SR		OtherGroup Events/Activities							
80.00	SR		Half day per child		1-Apr-17	2.75	SR	0.00%	0.00	
			Minimum charge (one event/half day)		1-Apr-17	80.00	SR	0.00%	0.00	
		90	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	
			15 VISITOR INFORMATION CENTRE							
		3,000	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	
0.20	SR		Size A3			0.20	SR	0.00%	0.00	
		500	Radar Keys							500
3.50	ZO		Purchase of Radar Keys			3.50	ZO	0.00%	0.00	
			16 COMMUNITY BEACH HUT							
		300	Coastal Community Beach Hut							300
70.00	SR		One day charge		1-Apr-16	70.00	SR	0.00%	0.00	
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	
			17 WATER USERS							
		3,600	Water user group authority to use slipways owned by TDC. Annual membership charge to register details and provide proof of Public Liability- inclu		1-Apr-21	72.00	SR	0.00%	0.00	3,600
			No replacement key fee from April 21/22- members who lose their key must re-register and pay full fee again							
			18 BROADSTAIRS & MARGATE HARBOUR							
			BROADSTAIRS HARBOUR *							

					Annex 1					
CHARGES 2021/2022 £	INC. VAT * [1]	ESTIMATED INCOME 2021/2022 £	DETAILS	Statutory/ Discretionary	DATE LAST CHANGED	CHARGES 2022/2023 £	INC. VAT *	% CHANGE	£ CHANGE £	ESTIMATED INCOME 2022/2023 £
2.18	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-21	2.23	SR	2.29%	0.05	
327.80	SR	2,260	(2) PLEASURE VESSELS - permanent (a) Harbour charges (for vessels up to 10m in length) Annual (pro rata quarterly)		1-Apr-21	334.38	SR	2.01%	6.58	2,300
258.50	SR		Summer (April to September inclusive)		1-Apr-21	263.70	SR	2.01%	5.20	
315.00	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-21	321.30	SR	2.00%	6.30	
105.00			(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-21	107.10	SR	2.00%	2.10	
		69,340	(5) CAR PARK Linear after 1st hour 1 November - 31 March Private Motor Cars Per hour up to 4 hours Over 5 hours (until 10.00pm) Each 10 minute slot between 1 hour and 5 hours rounded up to 10p							69,340
1.40	SR		1 April - 31st October Private Motor Cars First hour		1-Apr-19	2.50	SR	0.00%	0.00	
7.5	SR		Per hour up to 4 hours		1-Apr-19	2.50	SR	0.00%	0.00	
0.10			each minute between 1 hour and 5 hours		1-Apr-17	0.04	SR	0.00%	0.00	
			Over 5 hours (until 10.00pm)		1-Apr-21	12.50	SR	0.00%	0.00	
124.00	SR	2,410	Parking permit (Moorings & Stallholders only)		1-Apr-20	126.50	SR	2.02%	2.50	2,460
598.00	SR		Residents permits - Annual		1-Apr-20	610.00	SR	2.01%	12.00	
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	
		1,580	FIXED PENALTY FINE - OFF STREET (Fixed by Central Government)							1,610

											Annex 1			
CHARGES 2021/2022 £	INC. VAT * [1]	ESTIMATED INCOME 2021/2022 £	DETAILS				Statutory/ Discretionary	DATE LAST CHANGED	CHARGES 2022/2023 £	INC. VAT *	% CHANGE	£ CHANGE £	ESTIMATED INCOME 2022/2023 £	
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)										
21.00	SR	210		Per tonne or part thereof					1-Apr-21	21.50	SR	2.38%	0.50	210
21.00	SR			Minimum charge					1-Apr-21	21.50	SR	2.38%	0.50	
			(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										
				MARGATE HARBOUR										
			(1)	COMMERCIAL VESSELS										
2.18	SR	1,270	(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-21	2.23	SR	2.29%	0.05	1,290
			(2)	PLEASURE VESSELS - permanent										
327.80	SR	4,200	(a)	Harbour charges (for vessels up to 10m in length) Annual (pro rata quarterly)					1-Apr-21	334.38	SR	2.01%	6.58	4,280
258.50	SR			Summer (April to September inclusive)					1-Apr-21	263.70	SR	2.01%	5.20	
			(3)	WINTER BERTHING AT RAMSGATE (OUTER WEST MARINA) Winter berthing for Margate 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 Margate that have occupied a licenced annual berth for a minimum of 3 months prior to the 1st October					1-Apr-21	321.30	SR	2.00%	6.30	
			(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-21	107.10	SR	2.00%	2.10	
			(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										

											Annex 1			
CHARGES 2021/2022 £	INC. VAT * [1]	ESTIMATED INCOME 2021/2022 £	DETAILS				Statutory/ Discretionary	DATE LAST CHANGED	CHARGES 2022/2023 £	INC. VAT *	% CHANGE	£ CHANGE £	ESTIMATED INCOME 2022/2023 £	
29.00	SR		(e)	Additional fee to change billing method at request of customer				Discretionary	1-Apr-21	30.00	SR	3.45%	1.00	
29.00	SR			Insurance reminder charge for second and subsequent written request to see permanent berth holders third party insurance					1-Apr-21	30.00	SR	3.45%	1.00	
		420	(2)	INNER BASIN AND OUTER HARBOUR SLIPWAYS Boats irrespective of length (maximum weight 5 tonnes)									420	
42.50	SR			Non - Harbour users - per vessel per day				Discretionary	1-Apr-21	43.38	SR	2.07%	0.88	
28.50	SR			Harbour users - per vessel per day				Discretionary	1-Apr-21	29.10	SR	2.11%	0.60	
		207,770	(3)	VISITING PLEASURE CRAFT									211,930	
		-	(1)	Summer (April to September) including electricity (one lead only) per Metre of boat length per:-									0	
3.26	SR			24 Hours or part thereof				Discretionary	1-Apr-21	3.33	SR	2.15%	0.07	
19.33	SR			Week - additional part weeks pro rata'd at weekly rate (15% discount)				Discretionary	1-Apr-21	19.72	SR	2.02%	0.39	
74.55	SR			28 Days - additional weeks/days on pro rata'd 28 day rate (18% discount)				Discretionary	1-Apr-21	76.04	SR	2.00%	1.49	
				Winter (October to March) including electricity per Metre of boat length per:-										
2.68	SR			24 Hours or part thereof				Discretionary	1-Apr-21	2.74	SR	2.24%	0.06	
15.95	SR			Week - additional part weeks pro rata'd at weekly rate (15% discount)				Discretionary	1-Apr-21	16.29	SR	2.13%	0.34	
61.60	SR			28 Days - additional weeks/days on pro rata'd 28 day rate (18% discount)				Discretionary	1-Apr-21	62.83	SR	2.00%	1.23	
				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			
29.00	SR		(6)	Additional Fee for visiting craft leaving Harbour without paying charges in full				Discretionary	1-Apr-21	30.00	SR	3.45%	1.00	
			(4)	JET SKI BERTH Jetski Berth (per annum, pro rata'd from arrival date with a minimum 4 months licence)				Discretionary	1-Aug-21	1,200.00	SR			8,000
				RAMSGATE HARBOUR - FACILITIES										
		92,000	(1)	BOAT LIFTING CHARGES									93,840	
			(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 :-										
23.55	SR			Lift Out - Wash - Transport to Boat Park or Transport				Discretionary	1-Apr-21	24.00	SR	1.91%	0.45	
18.38	SR			Relaunch or lift onto / off of transport				Discretionary	1-Apr-21	18.72	SR	1.85%	0.34	
15.28	SR			Lift Out, Wash, Return to water - one hour limit				Discretionary	1-Apr-21	15.60	SR	2.09%	0.32	
10.22	SR			Blocking off				Discretionary	1-Apr-21	10.44	SR	2.15%	0.22	
8.04	SR			Hold in slings after wash off for inspection or additional cleaning as required - per 30 minutes or part thereof (subject to availability)				Discretionary	1-Apr-21	8.22	SR	2.24%	0.18	
9.66	SR			Move vessel in park area (First hour or part thereof)				Discretionary	1-Apr-21	9.84	SR	1.86%	0.18	
83.18	SR			Lift to clear fouled propeller(s) only - max 10 minutes - per lift				Discretionary	1-Apr-21	84.84	SR	2.00%	1.66	
			(b)	Boom Crane Lifting max 1 tonne										
12.97	SR			Mast Stepping and unstepping - per metre of boat length, per mast, per hour or part thereof				Discretionary	1-Apr-21	13.26	SR	2.24%	0.29	
83.94	SR			Engine Lift / use of jib arm - per hour or part thereof				Discretionary	1-Apr-21	85.62	SR	2.00%	1.68	

											Annex 1
CHARGES 2021/2022 £	INC. VAT * [1]	ESTIMATED INCOME 2021/2022 £	DETAILS	Statutory/ Discretionary	DATE LAST CHANGED	CHARGES 2022/2023 £	INC. VAT *	% CHANGE	£ CHANGE £	ESTIMATED INCOME 2022/2023 £	
41.97			Engine Lift / use of jib arm - additional half hour or part thereof		1-Apr-21	42.84		2.07%	0.87		
60.00	SR		(c) Other Services	Discretionary	1-Apr-21	61.2	SR	2.00%	1.20		
			Moving boat to/from marina berth from/to boat lift area								
			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%								
53.50	SR	50	(d) Permission to bring crane not provided by Authority onto Harbour property	Discretionary	1-Apr-21	54.60	SR	2.06%	1.10	50	
		78,000	(2) BOAT PARKING - Per metre per week or part thereof							79,560	
7.28	SR		(a) Boat Park - Visitors rate	Discretionary	1-Apr-21	7.44	SR	2.20%	0.16		
2.78	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-21	2.82	SR	1.44%	0.04		
7.28	SR		(c) Temporary Hard Standing - Commercial Quay - MAX 14 Days - then 50% surcharge								
2.78	SR		Visitors rate	Discretionary	1-Apr-21	7.44	SR	2.20%	0.16		
			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-21	2.82	SR	1.44%	0.04		
74.50	SR		(e) Charge for cleaning boat park if left untidy - per man hour	Discretionary	1-Apr-21	76.00	SR	2.01%	1.50		
9.80	SR		(3) BOAT TRAILER or CRADLE STORAGE- subject to availability - per trailer per week or part thereof	Discretionary	1-Apr-21	10.00	SR	2.04%	0.20		
		3,830	(4) HIRE OF FORKLIFT AND OPERATOR							3,900	
79.54	SR		(a) Hire of Forklift and Operator Under 2.5 tonne first half hour or part thereof	Discretionary	1-Apr-21	81.12	SR	1.99%	1.58		
39.77	SR		per additional half hour or part thereof	Discretionary	1-Apr-21	40.56	SR	1.99%	0.79		
90.20	SR		6 tonne first half hour or part thereof	Discretionary	1-Apr-21	92.00	SR	2.00%	1.80		
45.10	SR		per additional half hour or part thereof	Discretionary	1-Apr-21	46.00	SR	2.00%	0.90		
100.96	SR		10 Tonne first half hour or part thereof	Discretionary	1-Apr-21	102.98	SR	2.00%	2.02		
50.48	SR		per additional half hour or part thereof	Discretionary	1-Apr-21	51.48	SR	1.98%	1.00		
79.54	SR		(b) Hire of Forklift under 2.5 Tonne - per tonne or part thereof	Discretionary	1-Apr-21	81.12	SR	1.99%	1.58		
96.60	SR		(c) Hire of Cherry Picker and Operator first half hour or part thereof	Discretionary	1-Apr-21	98.52	SR	1.99%	1.92		
48.30	SR		per additional half hour or part thereof	Discretionary	1-Apr-21	49.26	SR	1.99%	0.96		
450.80	SR		7 hour day rate	Discretionary	1-Apr-21	460.00	SR	2.04%	9.20		
100.96	SR		(d) Hire of Tugmaster / Maffi Truck Tugmaster first half hour or part thereof	Discretionary	1-Apr-21	102.98	SR	2.00%	2.02		
50.48	SR		per additional half hour or part thereof	Discretionary	1-Apr-21	51.48	SR	1.98%	1.00		
66.96	SR		Maffi Truck - per 24 hours	Discretionary	1-Apr-21	68.50	SR	2.30%	1.54		

										Annex 1
CHARGES 2021/2022 £	INC. VAT * [1]	ESTIMATED INCOME 2021/2022 £	DETAILS	Statutory/ Discretionary	DATE LAST CHANGED	CHARGES 2022/2023 £	INC. VAT *	% CHANGE	£ CHANGE £	ESTIMATED INCOME 2022/2023 £
			(5) MARINA PUMP OUT FACILITY							
6.32	SR		Per use subject to availability	Discretionary	1-Apr-21	6.50	SR	2.85%	0.18	
			(6) DOCKMASTER CALLOUT CHARGE							
55.85	SR		Per hour or part thereof	Discretionary	1-Apr-21	60.00	SR	7.43%	4.15	
			(7) CALL OUT CHARGES-ELECTRICIAN							
			Outside of normal working hours, where the fault lies with the vessel owner							
97.58	SR	1,020	Callout fee plus first hours labour		1-Apr-21	100.00	SR	2.48%	2.42	1,040
48.80	SR		Labour charge per additional hour or part thereof		1-Apr-21	50.00	SR	2.46%	1.20	
			During working hours, where the fault lies with the vessel owner							
48.80	SR		Labour charge first hour or part thereof		1-Apr-21	50.00	SR	2.46%	1.20	
48.80	SR		Labour charge per additional hour or part thereof		1-Apr-21	50.00	SR	2.46%	1.20	
			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.							
1.26	ZO		(1) COMMERCIAL VESSELS - Undertaking Cargo Operations or Lay By	Discretionary	1-Apr-21	1.29	ZO	2.38%	0.03	
			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.							
7.21	SR		(2) COMMERCIAL VESSELS - Visiting Commercial Fishing Boats		1-Apr-21	7.35	SR	1.94%	0.14	
			Per metre of length overall per 24 hours or part thereof - now including Port Controls and Navigation Aids							
		30,000	(3) TUG BOATS and WORKBOATS - Non-Resident - Operational and non operational							30,600
		56,730	Including Navigation Aids and port Control							57,870
6.02	ZO	52,530	Per metre of length overall per 24 hours or part thereof		1-Apr-21	6.14	ZO	1.99%	0.12	53,580
30.07	ZO		Per metre of length overall per 7 days		1-Apr-21	30.67	ZO	2.00%	0.60	
			Annual Charges per Port Tariff							
			Stays Less Than 4 Hours - 50% of daily rate							
			WORKBOATS - Resident in the port - Operational and non operational							
421.37	ZO		Per metre of length overall per annum (excludes Port Control and Navigation Aids)		1-Apr-21	429.79	ZO	2.00%	8.42	
23.30	ZO		Port Control and Navigation Aids per arrival subject to maximum charge		1-Apr-21	23.76	ZO	1.97%	0.46	
8504.50	ZO		Port Control and Navigation Aids maximum charge per annum per vessel minimum 6 months pro rata		1-Apr-21	8674.59	ZO	2.00%	170.09	
			(4) COMMERCIAL FISHING BOATS - Resident at least 6 months							
			(Operational or Non-Operational)							
			Vessels of 6 metres in length and over							
4.33	SR	29,000	Per metre of length overall per week or part thereof - plus 10% fish landing dues		1-Apr-21	4.41	SR	1.85%	0.08	29,580
			Vessels under 6 metres in length							

											Annex 1
CHARGES 2021/2022 £	INC. VAT * [1]	ESTIMATED INCOME 2021/2022 £	DETAILS	Statutory/ Discretionary	DATE LAST CHANGED	CHARGES 2022/2023 £	INC. VAT *	% CHANGE	£ CHANGE £	ESTIMATED INCOME 2022/2023 £	
4.33	SR	2,500	Per metre of length overall per week or part thereof - no fish landing dues		1-Apr-21	4.41	SR	1.85%	0.08	2,550	
216.80	SR	24,460	(5) ANGLING BOATS Licensed To Ply For Hire Per metre of overall length per annum (at least 6 months resident)		1-Apr-21	221.14	SR	2.00%	4.34	24,950	
			(6) WHARFAGE, CARGO HANDLING and STORAGE								
			(7) CONTAINER STORAGE - conditions apply - subject to availability								
10.50			In 10ft Containers (short term, per week or part thereof, in the Boat Park)		1-Apr-21	10.74	SR	2.29%	0.24		
30.80	SR	59,000	In 20ft Containers (per container per week or part thereof - minimum 2 weeks - no services)		1-Apr-21	31.44	SR	2.08%	0.64	60,180	
		1,370								1,400	
47.64	SR		In 40ft Containers (per container per week or part thereof - minimum 2 weeks - no services)		1-Apr-21	48.60	SR	2.02%	0.96		
10.50			Motorhome / Caravan storage (per week or part thereof - minimum 4 weeks)		1-Apr-21	10.74	SR	2.29%	0.24		
			(8) FUEL TRANSFER CHARGE - All Vessels								
53.50	SR		Permission to bring tanker onto Port or Harbour property - 24 hour notice and Harbour Master approval required		1-Apr-21	54.60	SR	2.06%	1.10		
0.0158	SR		Fuel delivered over the quay royalty - per litre		1-Apr-21	0.0161	SR	1.90%	0.00		
3.54	ZO	310	(9) FRESH WATER - per Tonne		1-Apr-21	3.62	ZO	2.26%	0.08	320	
35.00	ZO		There is a minimum charge of £35 for water, over this will be charged at the tonnage rate		1-Apr-21	35.00	ZO	0.00%	0.00		
			(10) CONTAINERS ON PONTOONS								
7.94	SR		Charge for containers left on pontoons - per container per day		1-Apr-21	8.10	SR	2.02%	0.16		
45.00	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-21	46.00	SR	2.22%	1.00		
			(12) Land hire within Royal Harbour								
2.86	SR		per square metre, per week or part thereof		1-Apr-21	2.92	SR	2.10%	0.06		
			RAMSGATE HARBOUR - CAR PARKING / MISCELLANEOUS								
		72,000	CAR PARKING - PIER YARD AND MILITARY ROAD PAY & DISPLAY							73,440	
			(a) Summer Rates (April to September):								
3.00	SR	51,000	Up to 1 hour	Discretionary	1-Apr-17	3.00	SR	0.00%	0.00	52,020	
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		

										Annex 1
CHARGES 2021/2022 £	INC. VAT * [1]	ESTIMATED INCOME 2021/2022 £	DETAILS	Statutory/ Discretionary	DATE LAST CHANGED	CHARGES 2022/2023 £	INC. VAT *	% CHANGE	£ CHANGE £	ESTIMATED INCOME 2022/2023 £
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	
1050.00	SR	4,370	(c) Residents Parking in Pier Yard per annum	Discretionary	1-Apr-21	1071.00	SR	2.00%	21.00	4,460
		4,980	CAR PARKING PERMITS							5,080
7.00	SR		24 hour temporary parking permit	Discretionary	1-Apr-21	7.15	SR	2.14%	0.15	
12.50	SR		2 day temporary parking permit	Discretionary	1-Apr-21	12.75	SR	2.00%	0.25	
20.00	SR		5 day temporary parking permit	Discretionary	1-Apr-21	20.40	SR	2.00%	0.40	
30.00	SR		7 day temporary parking permit	Discretionary	1-Apr-21	30.60	SR	2.00%	0.60	
57.00	SR		28 day temporary parking permit	Discretionary	1-Apr-21	58.14	SR	2.00%	1.14	
153.00	SR	41,960	Annual - per space per annum - not refundable/pro rata - max.continual use without approval 2 weeks (Harbour users)	Discretionary	1-Apr-21	156.50	SR	2.29%	3.50	42,780
153.00	SR	19,330	Annual - per space per annum - not refundable/pro rata - max.continual use without approval 2 weeks (Commercial)	Discretionary	1-Apr-21	156.50	SR	2.29%	3.50	19,720
250.00	SR		Crew parking (within Royal Harbour (Leopold Street) Multi Storey Car Park)	Discretionary	1-Apr-21	255.00	SR	2.00%	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	
		13,560	FIXED PENALTY FINE - OFF STREET (Fixed by Central Government)							13,830
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	
			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							
0.0622	ZO		Conservancy* - Conventional Ro-Ro Vessels per arrival per tonne (1969 Rules GT)	Discretionary	1-Apr-21	0.0634	ZO	1.93%	0.00	
127.45	ZO		VTS / Navigation Aids* - per arrival	Discretionary	1-Apr-21	130.00	ZO	2.00%	2.55	
96.43	ZO		Tug subsidy per berthing vessels over 80m LOA	Discretionary	1-Apr-21	98.36	ZO	2.00%	1.93	

											Annex 1
CHARGES 2021/2022 £	INC. VAT * [1]	ESTIMATED INCOME 2021/2022 £	DETAILS	Statutory/ Discretionary	DATE LAST CHANGED	CHARGES 2022/2023 £	INC. VAT *	% CHANGE	£ CHANGE £	ESTIMATED INCOME 2022/2023 £	
1.06	ZO	34,670	Other Vessels (Not Conventional Ro-Ro) including VTS and Port Control per arrival per Tonne GT per 24 hours	Discretionary	1-Apr-21	1.08	ZO	1.89%	0.02	35,370	
0.54	ZO		Vessels undertaking bunkering, crew transfer, stores etc (not cargo operations)		1-Apr-21	0.55	ZO	1.85%	0.01		
			50% discount on published conservancy - other vessels tariff (per GRT per 24 hours)								
265.30	ZO		(b) Berth - unscheduled layover - per 24 hours or part thereof after 4 hours (subject to availability)	Discretionary	1-Apr-21	271.00	ZO	2.15%	5.70		
			(c) TUG BOATS and WORKBOATS - Non-Resident - Operational and non operational								
			Including Port Control and Navigation Aids								
6.02	ZO		Per metre of length overall per 24 hours or part thereof	Discretionary	1-Apr-21	6.14	ZO	1.99%	0.12		
30.07	ZO	350	Per metre of length overall per 7 days	Discretionary	1-Apr-21	30.68	ZO	2.03%	0.61	360	
		43,490	Tug Boats - London Array							44,360	
			(d) WORKBOATS - Resident in the port - Operational and non operational								
421.37	ZO		Per metre of length overall per annum (excludes Port Control and Navigation Aids)	Discretionary	1-Apr-21	429.80	ZO	2.00%	8.43		
23.30	ZO		Port Control and Navigation Aids per arrival subject to maximum charge	Discretionary	1-Apr-21	23.76	ZO	1.97%	0.46		
8504.50	ZO		Port Control and Navigation Aids maximum charge per annum per vessel minimum 6 months pro rata	Discretionary	1-Apr-21	8674.60	ZO	2.00%	170.10		
			(e) Pilotage - see Ramsgate Harbour pilotage tariff								
47.46	ZO	9,820	Vessels piloted to Ferry Terminal (per metre draft)	Discretionary	1-Apr-21	48.40	ZO	1.98%	0.94	10,010	
47.46	ZO		Vessels piloted to Royal Harbour (per metre draft)	Discretionary	1-Apr-21	48.40	ZO	1.98%	0.94		
1.18	ZO		Additional charge for length: per metre over 20 metres length	Discretionary	1-Apr-21	1.20	ZO	1.69%	0.02		
23.75	ZO		Vessels proceeding to anchor for operational reasons - 50% of appropriate pilotage rate	Discretionary	1-Apr-21	24.22	ZO	1.98%	0.47		
23.75	ZO		Vessels shifting berths within the Port - 50% of appropriate pilotage rate	Discretionary	1-Apr-21	24.22	ZO	1.98%	0.47		
60.50	ZO		Charges for cancellation of Pilotage requirement if less than 3 hours notice given	Discretionary	1-Apr-21	61.80	ZO	2.15%	1.30		
			Waiting time								
			- under 30 mins								
24.32	ZO		- 30 mins to 1 hour	Discretionary	1-Apr-21	24.82	ZO	2.06%	0.50		
24.32	ZO		- after 1 hour (per hour or part thereof)	Discretionary	1-Apr-21	24.82	ZO	2.06%	0.50		
75.37	ZO		Additional charge for handling vessels using tugs	Discretionary	1-Apr-21	76.88	ZO	2.00%	1.51		
75.37	ZO		Charge for issuing of Exemption Certificate	Discretionary	1-Apr-21	76.88	ZO	2.00%	1.51		
216.50	ZO		Charge for Pilotage Certificate Examination	Discretionary	1-Apr-21	220.84	ZO	2.00%	4.34		
28.00	ZO		Charge to be made for vessels navigating with a Master or Mate holding a Ramsgate Exemption Certificate	Discretionary	1-Apr-21	28.56	ZO	2.00%	0.56		
			Charge to be made for vessels navigating with a pilot:								
283.10	ZO	4,690	- vessels 20m to 100m	Discretionary	1-Apr-21	288.76	ZO	2.00%	5.66	4,790	
331.70	ZO		- vessels 100m to 120m	Discretionary	1-Apr-21	338.34	ZO	2.00%	6.64		
419.76	ZO		- vessels 120m to 150m	Discretionary	1-Apr-21	428.16	ZO	2.00%	8.40		
486.50	ZO		- vessels 150m to 175m	Discretionary	1-Apr-21	496.24	ZO	2.00%	9.74		
			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								
132.60	ZO	14,170	(f) Mooring - subject to prior arrangement	Discretionary	1-Apr-21	135.25	ZO	2.00%	2.65	14,460	
			Aggregate Barges								
			Use of 2 Linesmen (vessels up to 3000 GRT)								
236.38			Use of 4 Linesmen (vessels over 3000 GRT)		1-Apr-21	241.10	ZO	2.00%	4.72		
			(g) Waste disposal - standard charge per vessel arrival-								

										Annex 1
CHARGES 2021/2022 £	INC. VAT * [1]	ESTIMATED INCOME 2021/2022 £	DETAILS	Statutory/ Discretionary	DATE LAST CHANGED	CHARGES 2022/2023 £	INC. VAT *	% CHANGE	£ CHANGE £	ESTIMATED INCOME 2022/2023 £
77.00			per cubic metre or part thereof	Discretionary	1-Apr-21	78.54		2.00%	1.54	
59.50			(i) Safety Boat		1-Apr-21	61.00	ZO	2.52%	1.50	
			(2) TRAFFIC							
1.92	ZO	80	(a) Freight Drivers* - per unit	Discretionary	1-Apr-21	1.96	ZO	2.08%	0.04	80
1.92	ZO		(b) Additional Freight Passengers* - per unit	Discretionary	1-Apr-21	1.96	ZO	2.08%	0.04	
9.57	ZO	400	(c) Accompanied Freight* - per unit	Discretionary	1-Apr-21	9.77	ZO	2.09%	0.20	400
5.77	ZO		(d) Unaccompanied Freight* - per unit	Discretionary	1-Apr-21	5.89	ZO	2.08%	0.12	
1.77	ZO		(e) Trade Cars - per unit	Discretionary	1-Apr-21	1.81	ZO	2.26%	0.04	
1.92	ZO		(f) Passengers - per unit	Discretionary	1-Apr-21	1.96	ZO	2.08%	0.04	
4.32	ZO		(g) Cars, Light Vehicles, Caravans & Trailers - seating capacity 10 or less - accompanied - per unit	Discretionary	1-Apr-21	4.41	ZO	2.08%	0.09	
28.71	ZO		(h) Coaches - vehicles with seating capacity over 10	Discretionary	1-Apr-21	29.29	ZO	2.02%	0.58	
P.O.A.			(i) Stevedoring Services			P.O.A.				
			(3) OTHER CHARGES - subject to availability							
			(a) Tug Stand-by or Assistance							
1074.40	ZO		- per first hour or part thereof	Discretionary	1-Apr-21	1095.88	ZO	2.00%	21.48	
537.25	ZO		- subsequent hours or part thereof	Discretionary	1-Apr-21	547.99	ZO	2.00%	10.74	
3.54	ZO	-	(b) Water - per tonne (metered)	Discretionary	1-Apr-21	3.62	ZO	2.26%	0.08	0
35.00	ZO	-	There is a minimum charge of £35 for water, over this will be charged at the tonnage rate	Discretionary	1-Apr-21	35.00	ZO	0.00%	0.00	0
28.60	SR		(c) Hire of Security Operative (including re detainees) - per man hour or part thereof	Discretionary	1-Apr-21	29.18	SR	2.03%	0.58	
			(d) Hire of Forklift and Operator							
			Under 2.5 Tonne	Discretionary						
66.28	NB		first half hour or part thereof	Discretionary	1-Apr-21	67.60	NB	1.99%	1.32	
33.14	NB		per additional half hour or part thereof		1-Apr-21	33.80	NB	1.99%	0.66	
			6 tonne							
75.17	NB		first half hour or part thereof	Discretionary	1-Apr-21	76.67	NB	2.00%	1.50	
37.58	NB		per additional half hour or part thereof	Discretionary	1-Apr-21	38.33	NB	2.00%	0.75	
			10 Tonne							
84.13	NB		first half hour or part thereof	Discretionary	1-Apr-21	85.82	NB	2.01%	1.69	
42.07	NB		per additional half hour or part thereof	Discretionary	1-Apr-21	42.90	NB	1.97%	0.83	
66.28	NB	630	(e) Hire of Forklift* under 2.5 Tonne - per hour or part thereof	Discretionary	1-Apr-21	67.60	NB	1.99%	1.32	650
			(f) Hire of Cherry Picker and Operator							
			first half hour or part thereof	Discretionary	1-Apr-21	82.10	NB	1.99%	1.60	
80.50	NB		per additional half hour or part thereof	Discretionary	1-Apr-21	41.05	NB	1.99%	0.80	
40.25	NB		7 hour day rate	Discretionary	1-Apr-21	383.33	NB	2.04%	7.66	
375.67	NB		(g) Hire of Tugmaster / Maffi Truck							
			Tugmaster							
			first half hour or part thereof	Discretionary	1-Apr-21	85.82	NB	2.01%	1.69	
84.13	NB		per additional half hour or part thereof	Discretionary	1-Apr-21	42.90	NB	1.97%	0.83	
42.07	NB		Maffi Truck - per 24 hours	Discretionary	1-Apr-21	57.08	NB	2.29%	1.28	
55.80	NB									

											Annex 1	
CHARGES 2021/2022 £	INC. VAT * [1]	ESTIMATED INCOME 2021/2022 £	DETAILS			Statutory/ Discretionary	DATE LAST CHANGED	CHARGES 2022/2023 £	INC. VAT *	% CHANGE	£ CHANGE £	ESTIMATED INCOME 2022/2023 £
74.42	NB		(h)	Hire of Terminal Tractor* - per hour or part thereof	Discretionary	1-Apr-21	75.90	NB	1.99%	1.48		
46.90	NB		(i)	Port Technician - per hour or part thereof	Discretionary	1-Apr-21	47.84	NB	2.00%	0.94		
		66,090	(j)	Aggregates Note; * Special agreements apply							67,410	
			(4)	DEMURRAGE - vehicles using ferry services - over 6 metres (under 6 metres half price)								
15.33	SR		(a)	Accompanied Freight - per 24 hours or part thereof Days 1 - 7	Discretionary	1-Apr-21	15.64	SR	2.02%	0.31		
30.66	SR			Days 8 and over	Discretionary	1-Apr-21	31.28	SR	2.02%	0.62		
			(b)	Unaccompanied Freight - per 24 hours or part thereof								
15.33	SR			Days 1 - 7	Discretionary	1-Apr-21	15.64	SR	2.02%	0.31		
30.66	SR			Days 8 and over	Discretionary	1-Apr-21	31.28	SR	2.02%	0.62		
			(5)	TRUCK AND/OR TRAILER PARKING - subject to availability								
18.20	SR		(a)	Per 24 hours or part thereof	Discretionary	1-Apr-21	18.60	SR	2.20%	0.40		
19.50	SR		(b)	Within passenger restricted area at the Port - 24 hours or part thereof	Discretionary	1-Apr-21	19.90	SR	2.05%	0.40		
		39,480	(c)	Tractor / Trailer parking ('O' licence) (Pro rata)			1500	SR			40,270	
			(6)	COACH PARKING - subject to availability - empty coaches only (no drop off facility) Per 24 hours or part thereof	Discretionary	1-Apr-21	20.00	SR	0.50%	0.10		
19.90	SR											
			(7)	CAR PARKING								
7.00	SR			Daily	Discretionary	1-Apr-21	7.14	SR	2.00%	0.14		
176.50	SR			Annual Permit - Port only (Pro rata)	Discretionary	1-Apr-21	180.00	SR	1.98%	3.50		
			(8)	LAND HIRE WITHIN SECURE PORT AREA per square metre, per week or part thereof	Discretionary	1-Apr-21	2.92	SR	2.10%	0.06		
2.86	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-21	105.00	SR	2.44%	2.50		
102.50	SR											
			(10)	Undercover storage (for caravans) at the Port Per week or part thereof		1-Apr-21	15.60	SR	1.96%	0.30		
15.30												
			20 ENVIRONMENTAL HEALTH SERVICES									
90 +costs	NB			Issue of unsound food certificate		1-Apr-11	90 +costs	NB	0.00%	0.00		
				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								

											Annex 1
CHARGES 2021/2022 £	INC. VAT * [1]	ESTIMATED INCOME 2021/2022 £	DETAILS	Statutory/ Discretionary	DATE LAST CHANGED	CHARGES 2022/2023 £	INC. VAT *	% CHANGE	£ CHANGE £	ESTIMATED INCOME 2022/2023 £	
			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		
			FHRS Re-rating Fee							700	
82	NB	740	Issue of information to commercial organisations relating to previous land use, and other environmental information copies		1-Apr-21	82	NB	0.00%	0.00	740	
350.00	NB	350	High Hedges Charge (For complaint requiring council investigation)	Statutory		350.00	NB	0.00%	0.00	350	
			ENVIRONMENTAL PROTECTION ACT 1990 - AIR POLLUTION fees are set nationally by Government- details available on request								
1650.00	NB		(a) Initial application fee (Standard)	Statutory		1650.00	NB	0.00%	0.00		
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				
	NB	8,060	(d) Annual Subsistence Charge (Standard)	Statutory							
772.00			Low			772.00	NB	0.00%	0.00	5,500	
1161.00			Medium			1161.00	NB	0.00%	0.00		
1747.00			High			1747.00	NB	0.00%	0.00		
officer time + travel	NB		ENVIRONMENTAL PROTECTION ACT - ALARM NOISE NUISANCE callouts, alarms etc. - to be reclaimed from offender			officer time + travel	NB				

					Annex 1						
CHARGES 2021/2022 £	INC. VAT * [1]	ESTIMATED INCOME 2021/2022 £	DETAILS		Statutory/ Discretionary	DATE LAST CHANGED	CHARGES 2022/2023 £	INC. VAT *	% CHANGE	£ CHANGE £	ESTIMATED INCOME 2022/2023 £
180			Additional Callout fee for towing or disabling alarm on a nuisance vehicle - callout and recovery			1-Apr-21	180.00	SR	0.00%	0.00	
free			Storage, first seven days			1-Apr-21	free				
18			Storage, first seven days is free, then per day for the first 90 days,			1-Apr-21	18.00	SR	0.00%	0.00	
30			After the first 90 days, then charge per week.			1-Apr-21	30.00	SR	0.00%	0.00	
1854			Up to six months storage			1-Apr-21	1,854.00	SR	0.00%	0.00	
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
		-									0
Community Protection Notice											
60			Early Repayment (within 10 days)				60				
80			Failure to Comply with Notice				80				
PUBLIC HEALTH FUNERALS											
306	NB	6,000	Investigation Fee for Public Health Funerals		Discretionary	1-Apr-21	306	NB	0.00%	0.00	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				
21 COMMUNITY SAFETY											
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							
Community Protection Notice											
60.00			a)	Early Repayment	Statutory		60.00	NB	0.00%	0.00	
100.00			b)	Failure to Comply with Notice			100.00	NB	0.00%	0.00	

											Annex 1
CHARGES 2021/2022 £	INC. VAT * [1]	ESTIMATED INCOME 2021/2022 £	DETAILS		Statutory/ Discretionary	DATE LAST CHANGED	CHARGES 2022/2023 £	INC. VAT *	% CHANGE	£ CHANGE £	ESTIMATED INCOME 2022/2023 £
			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	
22 SPORTS AND LEISURE											
23 CULTURAL AND OUTSIDE EVENTS											
			Fee for booking a Council Site (per day) - Payment in advance of permissions only.								
			Community Events								
75.00	SR	2,200	application fee (non refundable)			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	delete		1-Apr-21	DELETE	EX			16,400
51.00	EX		Standard site	delete		1-Apr-21	DELETE	EX			
25% of daily rate	EX		Build and de-rigs days			1-Apr-17	25% of daily rate	EX	0.00%	0.00	
			Small (day rate)	new			51.00				
			Medium (day rate)	new			76.00	EX			
			Large (day rate)	new			152.00	EX			
			Major (day rate)	new			304.00	EX			
			Active Recreation Sessions					EX			
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	delete		1-Apr-20	DELETE	EX			
105.00	EX		Standard site	delete		1-Apr-20	DELETE	EX			
25% of daily rate	EX		Build and de-rigs days			1-Apr-17	25% of daily rate	EX			
			Small (day rate)	new			106.00				
			Medium (day rate)	new			156.00				
			Large (day rate)	new			206.00				
			Major (day rate)	new			306.00				

											Annex 1
CHARGES 2021/2022 £	INC. VAT * [1]	ESTIMATED INCOME 2021/2022 £	DETAILS	Statutory/ Discretionary	DATE LAST CHANGED	CHARGES 2022/2023 £	INC. VAT *	% CHANGE	£ CHANGE £	ESTIMATED INCOME 2022/2023 £	
225.00			Providing Boarding in Kennels for Dogs Licence fee (plus a veterinary inspector's fee if necessary)	Discretionary	1-Apr-21	240.00	NB	6.67%	15.00		
225.00			Providing Boarding for Cats Licence fee (plus a veterinary inspector's fee if necessary)	Discretionary	1-Apr-21	240.00	NB	6.67%	15.00		
225.00	NB	510	Selling of Animals as Pets Licence fee (plus a veterinary inspector's fee if necessary)	Discretionary	1-Apr-21	240.00	NB	6.67%	15.00	510	
307.00	NB	160	Dog Breeder Breeding Dogs Licence fee (plus a veterinary inspector's fee if necessary)	Discretionary	1-Apr-21	360.00	NB	17.26%	53.00	160	
307.00	NB	460	Riding Establishment Hiring out of horses Licence fee (plus a veterinary inspector's fee if necessary)	Discretionary	1-Apr-21	360.00	NB	17.26%	53.00	460	
236.00	NB	-	Dangerous Wild Animals Act Licence fee (plus a veterinary inspector's fee if necessary)	Discretionary	1-Apr-21	300.00	NB	27.12%	64.00	0	
545.00	NB	-	Zoo Licence Act Licence fee (plus a veterinary inspector's fee and Secretary of State Inspector(s) fee if necessary)	Discretionary	1-Apr-21	960.00	NB	76.15%	415.00	0	
225.00	NB	-	Performing Animals Keeping or training animals for exhibition Licence fee (plus a veterinary inspector's fee if necessary)	Discretionary	1-Apr-21	240.00	NB	6.67%	15.00	0	
225.00			Providing Day Care for Dogs Licence fee (plus a veterinary inspector's fee if necessary)	Discretionary	1-Apr-20	240.00		6.67%	15.00		
15			Replacement licence		1-Apr-21	15.00		0.00%	0.00		
125			Re-rating		1-Apr-21	125.00		0.00%	0.00		
Officer Hrly rate			Pre-application advice		1-Apr-21	125.00				250	
			Pre-application (Animal Activities - joint activities)			187.50					
see below	NB	3,170	Registration for Acupuncture/Tattooing/Electrolysis/Ear Piercing	Discretionary	1-Apr-21	see below	NB			3,170	
255			Premises Registration		1-Apr-21	260.00		1.96%	5.00		
55			Personal Registration		1-Apr-21	56.00		1.82%	1.00		
25.50			Variation to personal licence		1-Apr-21	26.00		1.96%	0.50		
			Sex Establishment Licence								
1061	NB		Grant of licence	Discretionary	1-Apr-21	1,082.00	NB	1.98%	21.00		

											Annex 1
CHARGES 2021/2022 £	INC. VAT * [1]	ESTIMATED INCOME 2021/2022 £	DETAILS	Statutory/ Discretionary	DATE LAST CHANGED	CHARGES 2022/2023 £	INC. VAT *	% CHANGE	£ CHANGE £	ESTIMATED INCOME 2022/2023 £	
1061	NB	1,040	Annual renewal/transfer	Discretionary	1-Apr-21	1,082.00	NB	1.98%	21.00	1,080	
		6,030	Private Hire Vehicle Operator's Licence							6,030	
663.00	NB		Grant	Discretionary	1-Apr-21	676.00	NB	1.96%	13.00		
609.00	NB		Renewal - valid for 5 years		1-Apr-21	621.00	NB	1.97%	12.00		
		2,790	Hackney Carriage Driver's Licence							2,790	
179.50	NB		Hackney Carriage Driver Licence	Discretionary	1-Apr-21	175.00	NB	-2.51%	-4.50		
94.00	NB		Renewal Hackney Carriage Driver Licence (before expiry date)		1-Apr-21	120.00	NB	27.66%	26.00		
			Private Hire Vehicle Driver's Licence								
179.50	NB		Private Hire Driver Licence	Discretionary	1-Apr-21	175.00	NB	-2.51%	-4.50		
94.00	NB	12,780	Renewal Private Hire Driver - 3 year	Discretionary	1-Apr-21	120.00	NB	27.66%	26.00	12,780	
2.00	NB	350	replacement Drivers Identification badges	Discretionary	1-Apr-17	17.00	NB	750.00%	15.00	350	
15.50			Reissue of Driver Licences Following change of Name/Address	Discretionary	1-Apr-21	15.50	NB	0.00%	0.00		
41	NB	3,880	Taxi Driver Knowledge Test	Discretionary	1-Apr-21	41.00	NB	0.00%	0.00	3,880	
			Hackney Carriage Vehicle Licence								
349.00	NB	36,500	Grant (If vehicle is electric/hybrid or is wheelchair accessible there is a 10% reduction in fee)	Discretionary	1-Apr-21	320.00	NB	-8.31%	-29.00	36,500	
			Renewal (If vehicle is electric/hybrid or is wheelchair accessible there is a 10% reduction in fee)	Discretionary	1-Apr-21	260.00	NB	1.96%	5.00		
107.25	NB	5,180	Transfer following change of vehicle	Discretionary	1-Apr-21	109.00	NB	1.63%	1.75	5,180	
25.50			Change of Vehicle ownership		1-Apr-21	26.00	NB	1.96%	0.50		
15.30			Reissue of Vehicle Licences Following change of Name/Address		1-Apr-21	15.60	NB	1.96%	0.30		
			Plates & Badges								
15.3		-	Replacement Plate	Discretionary	1-Apr-21	17.00		11.11%	1.70		
10.2		-	Replacement Bracket	Discretionary	1-Apr-21	15.00		47.06%	4.80		
			Private Hire Vehicle Licence								
291.00	NB	130,920	Grant (If vehicle is electric/hybrid or is wheelchair accessible there is a 10% reduction in fee)	Discretionary	1-Apr-21	297.00	NB	2.06%	0.00	130,920	
208.00	NB		Renewal (If vehicle is electric/hybrid or is wheelchair accessible there is a 10% reduction in fee)	Discretionary	1-Apr-21	212.00	NB	1.92%	0.00		
			Transfer following change of vehicle	Discretionary	1-Apr-21	109.00					
			Change of Vehicle ownership		1-Apr-21	26.00					

					Annex 1					
CHARGES 2021/2022 £	INC. VAT * [1]	ESTIMATED INCOME 2021/2022 £	DETAILS	Statutory/ Discretionary	DATE LAST CHANGED	CHARGES 2022/2023 £	INC. VAT *	% CHANGE	£ CHANGE £	ESTIMATED INCOME 2022/2023 £
			Reissue of Vehicle Licences Following change of Name/Address		1-Apr-21	15.60				
83.75	NB	17,110	Licensing of Temporary Vehicle Following Accident etc	Discretionary	1-Apr-21	85.00	NB	1.49%	0.00	17,110
89	NB	-	Permission to advertise on Hackney Carriage Vehicles/Private Hire Vehicles	Discretionary	1-Apr-21	90.00	NB	1.12%	1.00	0
508	NB	2,710	Scrap Metal Dealers Initial grant of Site licence	Discretionary	1-Apr-18	518.00	NB	1.97%	10.00	2,710
294.00	NB		Initial grant of Collectors licence	Discretionary	1-Apr-18	300.00	NB	2.04%	6.00	
455.00	NB		Renewal of Site licence	Discretionary	1-Apr-18	464.00	NB	1.98%	9.00	
295.00	NB		Renewal of Collectors licence	Discretionary	1-Apr-18	300.00	NB	1.69%	5.00	
215.00	NB		Variation Collector to Site licence	Discretionary	1-Apr-18	220.00	NB	2.33%	5.00	
65.00	NB		Variation Site to Collector licence	Discretionary	1-Apr-18	66.00	NB	1.54%	1.00	
33.00	NB		Variation (minor administrative, such as change of address)	Discretionary	1-Apr-18	34.00	NB	3.03%	1.00	
108.00	NB		Change of Site Manager	Discretionary	1-Apr-18	110.00	NB	1.85%	2.00	
10.50		-	Copy of any Licence	discretionary	1-Apr-20	11.00	NB	4.76%	0.50	0
			Miscellaneous Licences							
			Street Collection							
			House to House Collection							
			Street Trading							
		138,760	PREMISES LICENCES (The fees detailed below are statutory fees)	statutory						138,760
			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	0.00%	0.00	
70.00	NB		Annual Charge	statutory		70.00	NB	0.00%	0.00	
			Band B - Non Domestic RV £4,301 - £33,000							
190.00	NB		Fee	statutory		190.00	NB	0.00%	0.00	
180.00	NB		Annual Charge	statutory		180.00	NB	0.00%	0.00	
			Band C - Non Domestic RV £33,001 - £87,000							
315.00	NB		Fee	statutory		315.00	NB	0.00%	0.00	
295.00	NB		Annual Charge	statutory		295.00	NB	0.00%	0.00	

					Annex 1					
CHARGES 2021/2022 £	INC. VAT * [1]	ESTIMATED INCOME 2021/2022 £	DETAILS	Statutory/ Discretionary	DATE LAST CHANGED	CHARGES 2022/2023 £	INC. VAT *	% CHANGE	£ CHANGE £	ESTIMATED INCOME 2022/2023 £
			Band D - Non Domestic RV £87,001 - £125,000							
450.00	NB		Fee			450.00	NB	0.00%	0.00	
900.00	NB		Large Town Centre Pubs	statutory		900.00	NB	0.00%	0.00	
320.00	NB		Annual Charge	statutory		320.00	NB	0.00%	0.00	
			Band E - Non Domestic RV £125,001 & over							
635.00	NB		Fee	statutory		635.00	NB	0.00%	0.00	
1,905.00	NB		Large Town Centre Pubs	statutory		1,905.00	NB	0.00%	0.00	
350.00	NB		Annual Charge	statutory		350.00	NB	0.00%	0.00	
			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	0.00%	0.00	
23.00	NB		Application to vary to specify individual as designated premises supervisor	Statutory		23.00	NB	0.00%	0.00	
10.50	NB		Notification of change of address of designated premises supervisor	Statutory		10.50	NB	0.00%	0.00	
10.50	NB		Notification of alteration of club rules	Statutory		10.50	NB	0.00%	0.00	
23.00	NB		Application to transfer premises licence	Statutory		23.00	NB	0.00%	0.00	
23.00	NB		Interim authority notice	Statutory		23.00	NB	0.00%	0.00	
10.50	NB		Application for copy or summary	Statutory		10.50	NB	0.00%	0.00	
315.00	NB		Application for making of a provisional statement	Statutory		315.00	NB	0.00%	0.00	
			Personal Licence Fees							
37.00	NB		Application for grant	Statutory		37.00	NB	0.00%	0.00	
10.50	NB		Application for copy	Statutory		10.50	NB	0.00%	0.00	
10.50	NB		Notification of change of name or address	Statutory		10.50	NB	0.00%	0.00	
			Temporary Event Notices Fees							
21.00	NB		Notification of a temporary event	Statutory		21.00	NB	0.00%	0.00	
10.50	NB		Application for copy	Statutory		10.50	NB	0.00%	0.00	
			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	0.00%	0.00	
		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	0.00%	0.00	

					Annex 1					
CHARGES 2021/2022 £	INC. VAT * [1]	ESTIMATED INCOME 2021/2022 £	DETAILS	Statutory/ Discretionary	DATE LAST CHANGED	CHARGES 2022/2023 £	INC. VAT *	% CHANGE	£ CHANGE £	ESTIMATED INCOME 2022/2023 £
985.00	NB		Adult gaming centre premises licence			985.00	NB	0.00%	0.00	
795.00	NB		Betting premises (track) licence			795.00	NB	0.00%	0.00	
795.00	NB		Family entertainment centre premises licence			795.00	NB	0.00%	0.00	
985.00	NB		Betting premises (other) licence			985.00	NB	0.00%	0.00	
			Non-conversion application fee in respect of other premises							
5,850.00	NB		Bingo premises licence			5,850.00	NB	0.00%	0.00	
1,640.00	NB		Adult gaming centre premises licence			1,640.00	NB	0.00%	0.00	
2,025.00	NB		Betting premises (track) licence			2,025.00	NB	0.00%	0.00	
1,640.00	NB		Family entertainment centre premises licence			1,640.00	NB	0.00%	0.00	
2,460.00	NB		Betting premises (other) licence			2,460.00	NB	0.00%	0.00	
			First annual fee and annual fee							
2,460.00	NB		Converted casino premises licence			2,460.00	NB	0.00%	0.00	
820.00	NB		Bingo premises licence			820.00	NB	0.00%	0.00	
820.00	NB		Adult gaming centre premises licence			820.00	NB	0.00%	0.00	
820.00	NB		Betting premises (track) licence			820.00	NB	0.00%	0.00	
615.00	NB		Family entertainment centre premises licence			615.00	NB	0.00%	0.00	
495.00	NB		Betting premises (other) licence			495.00	NB	0.00%	0.00	
			Fee for application to vary licence							
1,640.00	NB		Converted casino premises licence			1,640.00	NB	0.00%	0.00	
1,430.00	NB		Bingo premises licence			1,430.00	NB	0.00%	0.00	
820.00	NB		Adult gaming centre premises licence			820.00	NB	0.00%	0.00	
1,015.00	NB		Betting premises (track) licence			1,015.00	NB	0.00%	0.00	
820.00	NB		Family entertainment centre premises licence			820.00	NB	0.00%	0.00	
1,225.00	NB		Betting premises (other) licence			1,225.00	NB	0.00%	0.00	
			Fee for application to transfer a licence							
1,130.00	NB		Converted casino premises licence			1,130.00	NB	0.00%	0.00	
985.00	NB		Bingo premises licence			985.00	NB	0.00%	0.00	
985.00	NB		Adult gaming centre premises licence			985.00	NB	0.00%	0.00	
795.00	NB		Betting premises (track) licence			795.00	NB	0.00%	0.00	
795.00	NB		Family entertainment centre premises licence			795.00	NB	0.00%	0.00	
985.00	NB		Betting premises (other) licence			985.00	NB	0.00%	0.00	
			Fee for application for reinstatement of a licence							
1,130.00	NB		Converted casino premises licence			1,130.00	NB	0.00%	0.00	
985.00	NB		Bingo premises licence			985.00	NB	0.00%	0.00	
985.00	NB		Adult gaming centre premises licence			985.00	NB	0.00%	0.00	
795.00	NB		Betting premises (track) licence			795.00	NB	0.00%	0.00	
795.00	NB		Family entertainment centre premises licence			795.00	NB	0.00%	0.00	

					Annex 1					
CHARGES 2021/2022 £	INC. VAT * [1]	ESTIMATED INCOME 2021/2022 £	DETAILS	Statutory/ Discretionary	DATE LAST CHANGED	CHARGES 2022/2023 £	INC. VAT *	% CHANGE	£ CHANGE £	ESTIMATED INCOME 2022/2023 £
985.00	NB		Betting premises (other) licence			985.00	NB	0.00%	0.00	
			Fee for application for provisional statement							
2,850.00	NB		Bingo premises licence			2,850.00	NB	0.00%	0.00	
1,605.00	NB		Adult gaming centre premises licence			1,605.00	NB	0.00%	0.00	
1,985.00	NB		Betting premises (track) licence			1,985.00	NB	0.00%	0.00	
1,605.00	NB		Family entertainment centre premises licence			1,605.00	NB	0.00%	0.00	
2,410.00	NB		Betting premises (other) licence			2,410.00	NB	0.00%	0.00	
			Prize permit application or renewal.							
300.00	NB		Prize permit application or renewal.			300.00	NB	0.00%	0.00	
300.00	NB		Family entertainment centre gaming machine permit or renewal.			300.00	NB	0.00%	0.00	
25.00	NB		Change of name on family entertainment centre/prize permit.			25.00	NB	0.00%	0.00	
15.00	NB		Copy of family entertainment centre/prize permit.			15.00	NB	0.00%	0.00	
30.00	NB		Change of circumstances, residence etc. S.186.			30.00	NB	0.00%	0.00	
15.00	NB		Copy of licence.			15.00	NB	0.00%	0.00	
200.00	NB		Club machine permit.			200.00	NB	0.00%	0.00	
100.00	NB		Club machine permit renewal			100.00	NB	0.00%	0.00	
50.00	NB		Club machine permit annual fee			50.00	NB	0.00%	0.00	
30.00	NB		Club machine permit change of circumstances			30.00	NB	0.00%	0.00	
15.00	NB		copy of club machine permit			15.00	NB	0.00%	0.00	
50.00	NB		Licensed Premises gaming machine permit.			50.00	NB	0.00%	0.00	
50.00	NB		Licensed Premises gaming machine permit.			50.00	NB	0.00%	0.00	
25.00	NB		licensed Premises gaming machine permit transfer.			25.00	NB	0.00%	0.00	
100.00	NB		licensed Premises gaming machine permit variation			100.00	NB	0.00%	0.00	
30.00	NB		Licensed Premises gaming machine permit change of circumstances			30.00	NB	0.00%	0.00	
15.00	NB		Copy of licensed premises gaming machine permit			15.00	NB	0.00%	0.00	
			Small Society Lotteries							
40	NB		New Registration	Statutory		40.00	NB	0.00%	0.00	
20	NB		Annual Renewal	Statutory		20.00	NB	0.00%	0.00	
			Smoke Free							
			Smoking in a smoke free place	Statutory		50.00	NB			
			- reduced if paid within 15 days	Statutory		30.00	NB			
			Failing to display no-smoking signs	Statutory		200.00	NB			
			- reduced if paid within 15 days	Statutory		150.00	NB			
			25 HOUSING HRA							
			CHARGES FOR HIRING HOUSING COMMUNITY HALLS							

										Annex 1
CHARGES 2021/2022 £	INC. VAT * [1]	ESTIMATED INCOME 2021/2022 £	DETAILS	Statutory/ Discretionary	DATE LAST CHANGED	CHARGES 2022/2023 £	INC. VAT *	% CHANGE	£ CHANGE £	ESTIMATED INCOME 2022/2023 £
		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	20.60	EX	0.00%	0.00	
10.3	EX		Each additional hour or part there after		1-Apr-20	10.30	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	41.20	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
			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	
132.12	NB		Leasehold Management Fee	Discretionary	1-Apr-21	132.12	NB	0.00%	0.00	
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	
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	

											Annex 1
CHARGES 2021/2022 £	INC. VAT * [1]	ESTIMATED INCOME 2021/2022 £	DETAILS	Statutory/ Discretionary	DATE LAST CHANGED	CHARGES 2022/2023 £	INC. VAT *	% CHANGE	£ CHANGE £	ESTIMATED INCOME 2022/2023 £	
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		
26 HMO/PRIVATE SECTOR HOUSING LICENSING											
LICENCE FEES FOR HOUSES IN MULTIPLE OCCUPATION (HMOs)											
(Mandatory HMO Licensing)											
SUPERSEDED											
			(a) HMOs with 2 to 8 units of accommodation							22,580	
979.00	NB		Standard HMO application	Discretionary	1-Apr-21	0	NB	-100.00%	-979.00		
879.00	NB		Standard HMO application (Accredited landlord)	Discretionary	1-Apr-21	0	NB	-100.00%	-879.00		
750.00	NB		Early renewal application	Discretionary	1-Apr-21	0	NB	-100.00%	-750.00		
650.00	NB		Early renewal application (Accredited landlord)	Discretionary	1-Apr-21	0	NB	-100.00%	-650.00		
			(a) HMOs with 2 to 8 units of accommodation								
			Standard HMO application - Part 1 Fee (Application Fee)			822.00					
			Standard HMO application - Part 2 Fee (Compliance Fee)			529.00					
			Standard HMO application - Part 1 Fee (Application Fee) - Accredited landlord			822.00					
			Standard HMO application - Part 2 Fee (Compliance Fee) - Accredited landlord			329.00					
			Early renewal HMO application - Part 1 Fee (Application Fee)			678.00					
			Early renewal HMO application - Part 2 Fee (Compliance Fee)			529.00					
			Early renewal HMO application - Part 1 Fee (Application Fee) - Accredited landlord			678.00					
			Early renewal HMO application - Part 2 Fee (Compliance Fee) - Accredited landlord			329.00					
			(b) HMOs with more than 8 units of accommodation								
44.00	NB		Fee per additional unit of accommodation over 8 (In addition to standard or early renewal fees for 2-8 units)	Discretionary	1-Apr-21	40	NB	-9.09%	-4.00		
		106,790	SELECTIVE LICENSING FEES (FOR NON-HMOs)							0	
679.00	NB		(a) House/flat occupied by single household - Standard application		1-Apr-21	0	NB	-100.00%	-679.00	0	
579.00	NB		House/flat occupied by single household - Standard application (Accredited landlord)		1-Apr-21	0	NB	-100.00%	-579.00	0	
579.00	NB		House/flat occupied by single household - Early renewal application		1-Apr-21	0	NB	-100.00%	-579.00	0	
479.00	NB		House/flat occupied by single household - Early renewal application (Accredited landlord)		1-Apr-21	0	NB	-100.00%	-479.00	0	
			(b) Buildings containing flats - Single licence required for whole building								
679.00	NB		First flat fee - Standard application		1-Apr-21	0	NB	-100.00%	-679.00	0	

					Annex 1					
CHARGES 2021/2022 £	INC. VAT * [1]	ESTIMATED INCOME 2021/2022 £	DETAILS	Statutory/ Discretionary	DATE LAST CHANGED	CHARGES 2022/2023 £	INC. VAT *	% CHANGE	£ CHANGE £	ESTIMATED INCOME 2022/2023 £
579.00	NB		First flat fee - Standard application (Accredited landlord)		1-Apr-21	0	NB	-100.00%	-579.00	0
253.00	NB		Per additional flat - Standard application (Accredited and non-accredited landlord)		1-Apr-21	0	NB	-100.00%	-253.00	0
579.00	NB		First flat fee - Early renewal application		1-Apr-21	0	NB	-100.00%	-579.00	0
479.00	NB		First flat fee - Early renewal application (Accredited landlord)		1-Apr-21	0	NB	-100.00%	-479.00	0
253.00	NB		Per additional flat - Early renewal application (Accredited and non-accredited landlord)		1-Apr-21	0	NB	-100.00%	-253.00	0
			Buildings containing flats - Capped fees (Multiple flats in building and separate licences required)							
679.00	NB		First flat fee - Standard application		1-Apr-21	0	NB	-100.00%	-679.00	0
579.00	NB		First flat fee - Standard application (Accredited landlord)		1-Apr-21	0	NB	-100.00%	-579.00	0
329.00	NB		CAPPED Per additional flat - Standard application (Accredited and non-accredited landlord)		1-Apr-21	0	NB	-100.00%	-329.00	0
579.00	NB		First flat fee - Early renewal application		1-Apr-21	0	NB	-100.00%	-579.00	0
479.00	NB		First flat fee - Early renewal application (Accredited landlord)		1-Apr-21	0	NB	-100.00%	-479.00	0
329.00	NB		CAPPED Per additional flat - Early renewal application (Accredited and non-accredited landlord)		1-Apr-21	0	NB	-100.00%	-329.00	0
			NON-STATUTORY INSPECTIONS							
151.00	SR	20,000	Immigration inspections	Discretionary	1-Apr-21	154.00	SR	1.99%	3.00	460
151.00	SR	-	Other non-statutory inspections		1-Apr-21	154.00	SR	1.99%	3.00	0
			FINANCIAL PENALTIES (HOUSING ACT 2004 AND HOUSING AND PLANNING ACT 2016)							
	N/A	5,000				N/A	NB			10,000
		-	Financial penalties for certain housing offences (Variable from £375 to £30,000)							
375.00			(a) Minimum financial penalty			375.00				0
30,000.00			(b) Maximum financial penalty (statutory maximum)			30,000.00				0
			(Penalties are issued in accordance with the council's adopted policy for imposing financial penalties)							
			CHARGING FOR ENFORCEMENT ACTION (HOUSING ACT 2004)							
572.00	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-21	580	NB	1.40%	8.00	1,740
			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	
			PENALTY CHARGES (THE SMOKE AND CARBON MONOXIDE ALARM (ENGLAND) REGULATIONS 2015)							
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)							

					Annex 1					
CHARGES 2021/2022 £	INC. VAT * [1]	ESTIMATED INCOME 2021/2022 £	DETAILS	Statutory/ Discretionary	DATE LAST CHANGED	CHARGES 2022/2023 £	INC. VAT *	% CHANGE	£ CHANGE £	ESTIMATED INCOME 2022/2023 £
			Financial penalties for electrical safety breaches (Variable from £375 to £30,000)							
375.00	-	-	(a) Minimum financial penalty			375.00				0
30,000.00	-	-	(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)							
			Breaching the ban on letting a property with an F or G rating for less than three months							
1,000.00	-	-	First financial penalty			1,000.00				0
750.00	-	-	First financial penalty (if paid within 21 days)			750.00				0
2,000.00	-	-	Any subsequent financial penalty			2,000.00				0
1,500.00	-	-	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							
2,000.00	-	-	First financial penalty			2,000.00				0
1,500.00	-	-	First financial penalty (if paid within 21 days)			1,500.00				0
4,000.00	-	-	Any subsequent financial penalty			4,000.00				0
3,000.00	-	-	Any subsequent financial penalty (if paid within 21 days)			3,000.00				0
			Registering false or misleading information on the PRS Exemptions Register							
500.00	-	-	First financial penalty			500.00				0
375.00	-	-	First financial penalty (if paid within 21 days)			375.00				0
1,000.00	-	-	Any subsequent financial penalty			1,000.00				0
750.00	-	-	Any subsequent financial penalty (if paid within 21 days)			750.00				0
			Failing to provide information to the council demanded by a Compliance Notice							
1,000.00	-	-	First financial penalty			1,000.00				0
750.00	-	-	First financial penalty (if paid within 21 days)			750.00				0
2,000.00	-	-	Any subsequent financial penalty			2,000.00				0
1,500.00	-	-	Any subsequent financial penalty (if paid within 21 days)			1,500.00				0
			27 PLANNING							
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				NB			
			Copies of planning documents, decisions etc. per page		1-Apr-09					
		48,000	Pre-application planning advice							48,960
			Major Developments							
390.00	SR		Written Advice only 10-49 dwellings		1-Apr-19	400.00	SR	2.56%	10.00	

											Annex 1	
CHARGES 2021/2022 £	INC. VAT * [1]	ESTIMATED INCOME 2021/2022 £	DETAILS			Statutory/ Discretionary	DATE LAST CHANGED	CHARGES 2022/2023 £	INC. VAT *	% CHANGE	£ CHANGE £	ESTIMATED INCOME 2022/2023 £
780.00	SR		Meeting and written confirmation 10-49 dwellings				1-Apr-19	800.00	SR	2.56%	20.00	
600.00	SR		Written Advice only 50-199 dwellings				1-Apr-19	615.00	SR	2.50%	15.00	
1200.00	SR		Meeting and written confirmation 50-199 dwellings				1-Apr-19	1,225.00	SR	2.08%	25.00	
1200.00	SR		Written Advice only 200 dwellings or more				1-Apr-19	1,225.00	SR	2.08%	25.00	
2400.00	SR		Meeting and written confirmation 200 dwellings or more				1-Apr-19	2,450.00	SR	2.08%	50.00	
			Minor Developments									
216.00	SR		Written Advice only				1-Apr-19	221.00	SR	2.31%	5.00	
360.00	SR		Meeting and written confirmation				1-Apr-19	368.00	SR	2.22%	8.00	
			Householder pre-application advise									
72.00	SR		Written advice				1-Apr-19	74.00	SR	2.78%	2.00	
144.00	SR		Meeting with written confirmation				1-Apr-19	147.00	SR	2.08%	3.00	
			Further advice after pre-application meeting/written response issued for same submission									
			Major Developments									
			Written Advice only 10-49 dwellings		new		1-Apr-22	200.00	SR			
			Meeting and written confirmation 10-49 dwellings		new		1-Apr-22	400.00	SR			
			Written Advice only 50-199 dwellings		new		1-Apr-22	307.00	SR			
			Meeting and written confirmation 50-199 dwellings		new		1-Apr-22	612.00	SR			
			Written Advice only 200 dwellings or more		new		1-Apr-22	612.00	SR			
			Meeting and written confirmation 200 dwellings or more		new		1-Apr-22	1,225.00	SR			
			Minor Developments		new							
			Written Advice only		new		1-Apr-22	110.50	SR			
			Meeting and written confirmation		new		1-Apr-22	184.00	SR			
			Householder pre-application advise		new							
			Written advice		new		1-Apr-22	37.00	SR			
			Meeting with written confirmation		new		1-Apr-22	73.50	SR			
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	

											Annex 1	
CHARGES 2021/2022 £	INC. VAT * [1]	ESTIMATED INCOME 2021/2022 £	DETAILS			Statutory/ Discretionary	DATE LAST CHANGED	CHARGES 2022/2023 £	INC. VAT *	% CHANGE	£ CHANGE £	ESTIMATED INCOME 2022/2023 £
28 FINANCIAL SERVICES												
176.00	EX	-	House Purchase Advances Redemption fee (Early redemption)				1-Apr-17	176.00	EX	0.00%	0.00	0
60.00	NB	698,340	Council Tax				1-Apr-18	60.00	NB	0.00%	0.00	698,340
50.00	NB		Summons Liability Order				1-Apr-11	50.00	NB	0.00%	0.00	
60.00	NB	20,040	Business Rates				1-Apr-18	60.00	NB	0.00%	0.00	20,040
50.00	NB		Summons Liability Order				1-Apr-11	50.00	NB	0.00%	0.00	
10.00	NB		Payment of Housing Benefit				1-Apr-09	10.00	NB	0.00%	0.00	
25.00	NB	100	Replacement of lost payment card				1-Apr-09	25.00	NB	0.00%	0.00	100
50.00	NB	100	Replacement of landlord payment schedule - single financial year 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
29 CORPORATE MARKETING												
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
0	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	60.00	EX	20.00%	10.00	
1000.00			Production with crews of 150 people or over (this category is being removed)	delete		Discretionary	1-Apr-21	0.00	EX	-100.00%	-1000.00	
500.00			Production with crews of 100 to 149 people (this category is being removed)	delete		Discretionary	1-Apr-21	0.00	EX	-100.00%	-500.00	
400.00			Production with crews of 75 or more people (this category has been changed)			Discretionary	1-Apr-21	1000.00	EX	150.00%	600.00	
300.00			Production with crews of 25 to 74 people			Discretionary	1-Apr-21	500.00	EX	66.67%	200.00	
150.00			Productions with crews of 10 to 24 people			Discretionary	1-Apr-21	250.00	EX	66.67%	100.00	
50.00			Productions with crews up to 9 people			Discretionary	1-Apr-21	135.00	EX	170.00%	85.00	
125.00			Filming with a drone per day			Discretionary	1-Apr-21	135.00	EX	8.00%	10.00	
0.00			Local Charity Groups			Discretionary	1-Apr-21	0.00	EX			
			Unit base (small) - per day		new	Discretionary		300.00	EX			
			Unit base (large) - per day		new	Discretionary		500.00	EX			
			Prep/strike days are charged at 50% of the agreed filming day fee.				1-Apr-21					

											Annex 1
CHARGES 2021/2022 £	INC. VAT * [1]	ESTIMATED INCOME 2021/2022 £	DETAILS		Statutory/ Discretionary	DATE LAST CHANGED	CHARGES 2022/2023 £	INC. VAT *	% CHANGE	£ CHANGE £	ESTIMATED INCOME 2022/2023 £
30. LAND CHARGES											
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.	SR		Con 29 and optional enquiries				P.O.A.	SR			
117.60	SR	171,220	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	171,220
45.00	NB	82,500	** (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	
62.40		6,000	Fee for commercial property (to be charged on top of CON29 fee, new fee non-vatable)			1-Apr-21	62.40	NB	0.00%	0.00	6,000
31. OFF STREET PARKING - Dreamland											
		-	DREAMLAND, Margate 7am-10pm Linear after 1st hour								0
			Private motor cars								
			Same All Year								
2.50	SR		First Hour	deleted	Discretionary	1-Apr-19	deleted	SR			
2.50	SR		Per hour up to 4 hours	deleted	Discretionary	1-Apr-19	deleted	SR			
12.00	SR		Over 5 hours (until 10.00 pm)	deleted	Discretionary	1-Apr-17	deleted	SR			
0.10	SR		Each 10 minute slot between 1 hour and 5 hours rounded up to 10p	deleted	Discretionary	1-Apr-19	deleted	SR			
32. BUILDING CONTROL											
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 maximum of 3 hours)		Discretionary	1-Apr-20	412.00	SR	0.00%	0.01	2,000
27.83	SR		Additional fee for receipt (of notice)		Discretionary	1-Apr-20	28.00	SR	0.61%	0.17	
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	93.00		0.32%	0.30	
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	

					Annex 1					
CHARGES 2021/2022 £	INC. VAT * [1]	ESTIMATED INCOME 2021/2022 £	DETAILS	Statutory/ Discretionary	DATE LAST CHANGED	CHARGES 2022/2023 £	INC. VAT *	% CHANGE	£ CHANGE £	ESTIMATED INCOME 2022/2023 £
33. MUSEUMS										
Dickens House Museum										
temp vat rate 5% 1 Apr-30 Sept 2021										
temp vat rate 12.5% 1 Oct-31 March 2022										
1 April - 30 September 2021										
3.5	SRt	18,320	Admission - Adult		1-Apr-20	3.50	SRt	0.00%	0.00	18,320
1.90	SRt	760	Admission - Child (under 16)		1-Apr-20	1.90	SRt	0.00%	0.00	760
2.30	SRt	3,200	Students		1-Apr-20	2.30	SRt	0.00%	0.00	3,200
9.00	SRt	3,360	Family Ticket - 2 Adults and 2 Children		1-Apr-20	9.00	SRt	0.00%	0.00	3,360
1.90	SRt	400	Under 16s Group ticket - min 10 persons (including max 2 adults per group) - price per person		1-Apr-20	1.90	SRt	0.00%	0.00	400
2.90	SRt	360	Over 16s/Adults Group ticket - min 10 persons- price per person		1-Apr-20	2.90	SRt	0.00%	0.00	360
1 October - 31 March 2022										
3.75	SRt2		Admission - Adult		1-Apr-20	3.75	SRt2	0.00%	0.00	
2.00	SRt2		Admission - Child (under 16)		1-Apr-20	2.00	SRt2	0.00%	0.00	
2.40	SRt2		Students		1-Apr-20	2.40	SRt2	0.00%	0.00	
9.60	SRt2		Family Ticket - 2 Adults and 2 Children		1-Apr-20	9.60	SRt2	0.00%	0.00	
2.00	SRt2		Under 16s Group ticket - min 10 persons (including max 2 adults per group) - price per person		1-Apr-20	2.00	SRt2	0.00%	0.00	
3.00	SRt2		Over 16s/Adults Group ticket - min 10 persons- price per person		1-Apr-20	3.00	SRt2	0.00%	0.00	
4.00	SR		Admission - Adult		1-Apr-20	4.00	SR	0.00%	0.00	
2.20	SR		Admission - Child (under 16)		1-Apr-20	2.20	SR	0.00%	0.00	
2.60	SR		Students		1-Apr-20	2.60	SR	0.00%	0.00	
10.30	SR		Family Ticket - 2 Adults and 2 Children		1-Apr-20	10.30	SR	0.00%	0.00	
2.20	SR		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	
3.30	SR		Over 16s/Adults Group ticket - min 10 persons- price per person		1-Apr-20	3.30	SR	0.00%	0.00	
34. COUNCIL PUBLICATIONS										
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			

											Annex 1
CHARGES 2021/2022 £	INC. VAT * [1]	ESTIMATED INCOME 2021/2022 £	DETAILS	Statutory/ Discretionary	DATE LAST CHANGED	CHARGES 2022/2023 £	INC. VAT *	% CHANGE	£ CHANGE £	ESTIMATED INCOME 2022/2023 £	
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	
35. ELECTORAL SERVICES											
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					
36. EXTERNAL PRINTING											
		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		
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		

					Annex 1					
CHARGES 2021/2022 £	INC. VAT * [1]	ESTIMATED INCOME 2021/2022 £	DETAILS	Statutory/ Discretionary	DATE LAST CHANGED	CHARGES 2022/2023 £	INC. VAT *	% CHANGE	£ CHANGE £	ESTIMATED INCOME 2022/2023 £
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	
37. ESTATES										
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 4% of 12 mth licence fee	SR		Higher of Minimum Charge and % of 12 month licence fee		1-Apr-19 1-Apr-18	210.00 4% of 12 mth licence fee	SR	0.00%	0.00	
330.00	SR		Granting of wayleaves/easements/licences etc. - depending on the complexity of the agreement Minimum Charge		1-Apr-19	330.00	SR	0.00%	0.00	
1890.00	SR		4% of first years rent up to a maxium of £1890.00		1-Apr-19	1890.00	SR	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	
185.00	SR		Hourly Rates for other services not included above Estate Surveyor		1-Apr-20	185.00	SR	0.00%	0.00	

										Annex 1
CHARGES 2021/2022 £	INC. VAT * [1]	ESTIMATED INCOME 2021/2022 £	DETAILS	Statutory/ Discretionary	DATE LAST CHANGED	CHARGES 2022/2023 £	INC. VAT *	% CHANGE	£ CHANGE £	ESTIMATED INCOME 2022/2023 £
185.00	SR		Qualified Valuer/Building Surveyor		1-Apr-20	185.00	SR	0.00%	0.00	
38. LEGAL SERVICES										
		10,200	Provision of Legal Services							11,000
260.40	SR		Commercial Property Matters, per hour		1-Apr-21	265.00	SR	1.77%	0.00	
260.40	SR		Planning Matters - external agreements, per hour		1-Jul-16	265.00	SR	0.00%	0.00	
260.40	SR		Civil Litigation and Prosecutions, per hour		1-Jul-16	265.00	SR	0.00%	0.00	
All Minimum Charges						All Minimum Charges				
1,562.40	SR		New Lease		1-Apr-21	1,600.00	SR	2.41%	37.60	
1,302.00	SR		Renewal Lease		1-Apr-21	1,400.00	SR	7.53%	98.00	
1,041.60	SR		Freehold Sale		1-Apr-21	1,200.00	SR	15.21%	158.40	
1,041.60	SR		Freehold Purchase		1-Apr-21	1,200.00	SR	15.21%	158.40	
520.80	SR		Ancillary Documents*		1-Apr-21	550.00	SR	5.61%	29.20	
260.40	SR		Letter Licence		1-Apr-21	265.00	SR	1.77%	4.60	
*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.										
39. KENT INNOVATION CENTRE										
		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	
10.00	SR		Princess Charlotte Room - bookable by the hour	Discretionary	1-Apr-18	10.00	SR	0.00%	0.00	
0.07	SR	110	A4 single sided black and white photo copy quantity 1 - 99	Discretionary	1-Apr-20	0.07	SR	0.00%	0.00	110
0.17	SR	80	A4 single sided colour photo copy quantity 1 - 99	Discretionary	1-Apr-20	0.17	SR	0.00%	0.00	80

Budget and Medium Term Financial Strategy 2022-26

Cabinet	18 November 2021
Report Author	Chris Blundell, Director of Finance & Acting S151 Officer
Portfolio Holder	Cllr David Saunders, Cabinet Member for Finance
Status	For Decision
Classification:	Unrestricted
Key Decision	No/Budget and Policy Framework
Ward:	All

Executive Summary:

The purpose of this strategy is to set out the approach and principles the council will apply to develop and deliver a balanced budget for 2022-23 and a balanced Medium Term Financial Strategy (MTFS) 2022-26. There is again this year a great deal of uncertainty regarding the external funding framework and consequently it is challenging to assess the likely funding from and policies of central government. However, some work on budget projections has taken place, including an initial assessment by directors of growth and savings.

The council was already under financial pressure before the Covid-19 pandemic. Since then, over £5.5m has been received in general Government grants (Emergency funding and compensation for sales, fees and charges), all but £0.5m of which has been allocated to overspends in 2020-21 and 2021-22.

This report highlights the delicate financial situation for the council. Based on what we know at the time of writing this report, the projection is for a **£691k** budget gap in 2022-23 and a growing gap in the future years of the 2022-26 Medium Term Financial Strategy. There is a great deal of uncertainty, mainly centred on the future of local government finances but also in relation to pay and inflationary pressures. As such, three scenarios have been modelled and are presented in this report. Under the optimistic scenario the budget is broadly balanced, however under the pessimistic scenario the gap exceeds £2m.

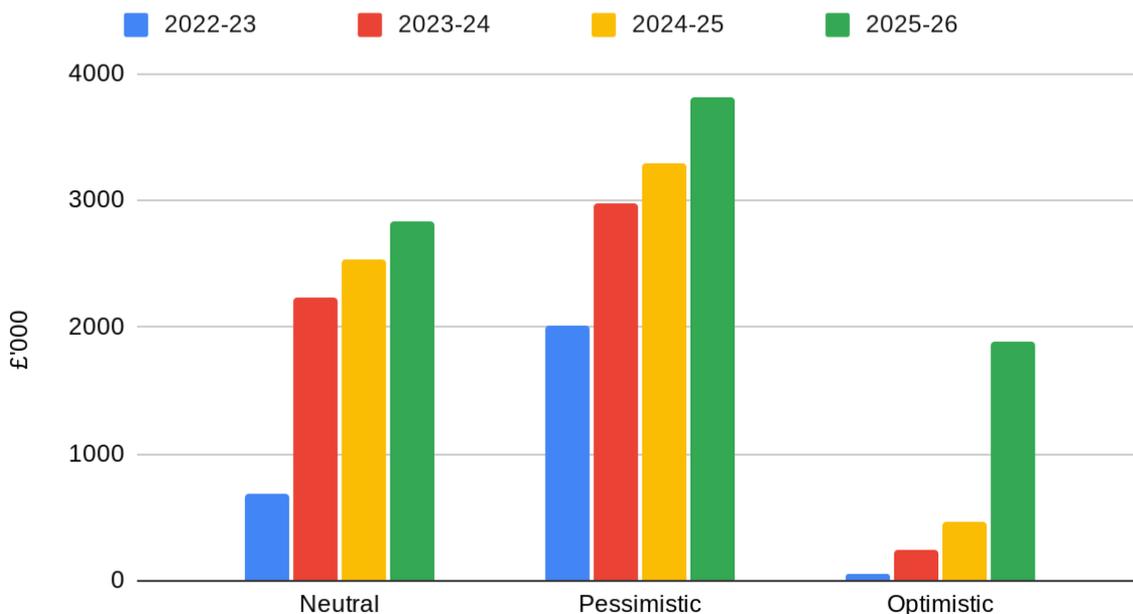
Based on our neutral scenario or central projections, unless action is taken to address the gaps over the medium term, we will need to draw down over £8m of reserves (a 81% reduction) to balance our budget over the medium term, leaving our reserves only £1.0m above our minimum acceptable level by 2025-26. Under the more pessimistic scenario all our reserves and balances would be extinguished by 2025-26. This is clearly not a sustainable position for the council's finances and would leave the authority exposed to an unacceptable level of risk.

Permanent budget savings or solutions are required to address this structural deficit and deliver a balanced budget over the medium term. The strategy includes the following for consideration:

- Service directors exemplify options to save 10% from controllable budgets.
- Review of vacant posts - with the deletion of roles that have been vacant for a lengthy period of time
- An assessment is made as to what the provision of minimal statutory services would require
- The Head of Paid Service to consider a senior management restructure which would potentially generate a saving in excess of £100k
- Consideration of service redesign

The chart below sets out the budget gaps forecast across the medium term as varied under the different scenarios.

MTFS Budget Gaps: Neutral, Pessimistic and Optimistic



MTFS shows under the neutral scenario the budget gap increases to above £2m from 2023-24 onwards, peaking at close to £3m by 2025-26. Under the pessimistic scenario the gaps have a similar profile but are bigger in size across the timeframe, with a budget gap of c.£3m in 2023-23, increasing to almost £4m by the end of the MTFS. In contrast, under the optimistic scenario the budget gaps are relatively modest, until the last year of the MTFS.

As such the section 151 officer advises that, in addition to addressing the immediate challenge of finding sufficient savings to close the 2022-23 budget gap, the Council identifies longer-term budget savings in excess of £2m that can be implemented if and when necessary to close the forecast budget gaps presented above. This exercise should be undertaken at pace, to ensure the Council is prepared to react proactively to the financial challenges we face over the medium term.

Recommendations:

1. That the 2022-26 Budget and Medium Term Financial Strategy be approved;
2. That Cabinet provides direction on how the 2022-23 budget gap should be bridged; and
3. That Cabinet commits to the development of a long-term savings plan that exceeds £2m, in order to close the forecast medium term budget gaps.

Corporate Implications

Financial and Value for Money

This is a key report in the 2022-23 budget setting and MTFS process. Cabinet approval is sought for the strategy to set the 2022-23 budget and 2022-26 MTFS and to address the anticipated funding shortfall.

The Local Government Act 2003 Section 25 requires that the Chief Finance Officer (i.e. the S151 Officer) of the authority must report to it on the following matters:

- (a) the robustness of the estimates made for the purposes of the calculations, and
- (b) the adequacy of the proposed financial reserves.

A section 25 report or statement is typically incorporated into the overall budget report and reported to Council through that report. The projections set out in section 3 show a potential scenario whereby the council goes below its acceptable level of minimum reserves. This minimum level is set out in the council's existing strategy, at £2m. Our central 'neutral' scenario shows that total reserves would sit at £3m, which is just £1m above the acceptable minimum. A more pessimistic scenario shows that even this £2m would be used by the end of 2025-26. When a council is in this position, the S151 Officer (or Chief Finance Officer) has to consider their statutory role in advising the Council as set out in the above legislation. At this stage, there is still work to do to mitigate the size of the budget gap and factor in newly-arising information from the Government. However, based on what is known now, the S151 Officer would not be able to give assurance that the Council is in a position to balance the budget or hold an adequate level of reserves across the medium term MTFS.

Legal

Section 151 of the Local Government Act 1972 requires a suitably qualified named officer to keep control of the council's finances. For this council, the Director of Finance and this report is helping to carry out this function.

The requirements of other relevant statutes have been referenced within the body of this report, where relevant.

Corporate

The report details the financial and corporate risks of adopting this strategy and also the risk of inaction. The report also sets out the importance that any budgetary action must be taken

in accordance with the council's corporate statement. Budgetary reductions are likely to diminish or delay the council's ability to meet its objectives as set out in the Statement, therefore resource or saving allocations must consider these priorities and the impact upon them.

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 direct equality implications arising from this report, however the delivery and implementation of and budgetary changes will consider this as part of the budget setting process and be reported to members in due course.

CORPORATE PRIORITIES

This report relates to the following corporate priorities: -

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

1.0 Introduction

- 1.1 It should be emphasised that even the starting position (projected reserves at 1 April 2022) for this budget strategy is subject to change. Our 2020-21 accounts are still subject to audit and there is still more than a third of the current 2021-22 financial year remaining and forecasts typically shift over the later period of the year. Despite this we have to make an assumption now, to inform the budget strategy and the picture for reserves for the next four years. There also remains significant uncertainty regarding the external funding regime for local authorities. This includes Government policy regarding its funding of councils (e.g. continuation of supplementary funding provided during Covid; its Fair Funding Review) and policy on Business Rates (a “reset” of funding baselines, changes to reliefs, pools and proportions for districts/counties/Government). There may even be a Government rethink about Council Tax. All of these uncertainties mean that the projections in this report will be subject to change, but are based on the best information available at the time this report was written.
- 1.2 It should be noted that this strategy applies to the General Fund revenue budget only and that a separate budget strategy will be developed for the Housing Revenue Account.

2.0 Background and Context

- 2.1 The council was already under financial pressure before the Covid-19 pandemic. It has been well reported that the council has relatively low reserves and has experienced substantial reductions in Government funding in recent years, in-line with the government’s austerity agenda.
- 2.2 The last external audit report on the council’s 2019-20 accounts, reported to Governance & Audit (G&A) Committee in November 2020 stated:

“We have concluded that the level of savings needed represents a significant challenge for the Council combined with a low level of reserves, however the Council has plans in place to manage cost pressures and to identify and deliver savings. There is very little headroom to cope with any further cost pressures or income reduction without reducing reserves further. Whilst many other councils are in a similar position, action needs to be taken now to address the identified budget gaps in a planned and managed way. Without taking early action the Council will need to rely on further depleting reserve levels to balance its budget. Repeated reliance on reserves without taking action to address the underlying budget gaps will lead to the risk that either reserves levels become unsustainable or rapid service cuts are required to maintain a sustainable position”.

- 2.3 The council did achieve the setting a balanced budget for 2021-22, although there is a substantial forecast overspend against this, albeit much of this is Covid related. The

external auditor reported to G&A Committee in July 2021 that although further work is required for her to reach a definitive conclusion, and there were governance as well as financial concerns, based on the evidence reviewed to date she expects to issue a qualified Value for Money Conclusion.

- 2.4 Over the last decade the council has gone through a series of cost cutting, budget saving and transformation programmes in order to find the reduction in resources needed to balance the budget. After more than a decade of austerity, the council received £8.0m in less government funding in 2021 than we received in 2010, this equates to a 60% cut in funding. Our funding and spending budgets have reduced from £23m in 2010-11 to £17m in 2020-21, a £6m or 26% cash reduction, but after considering the impact of inflation over the period we now have less than half (45%) of the spending power that we had in 2010.
- 2.5 The final 2020-21 position is still to be audited. However, the likely final outturn suggests a £3.6m overspend, which was funded by Covid-related emergency Government grants. The year-end forecast at the mid-point of the financial year 30 September 2021 is a £1.9m overspend. The 2021-22 overspend is mainly due to pressures related to Covid and as such can also be funded from Covid-related emergency Government grants, however this is projected to leave only £0.5m of Covid funding remaining to address any pressures that continue into the next financial year.
- 2.6 Based on the above, the council's earmarked reserves are projected to be £10.151m at 1 April 2022, plus the £2m general contingency which is the minimum the council needs to continue to operate.
- 2.7 Beyond the implications of Covid, the future for local government funding remains very uncertain, with very little information available on funding from April 2022 onwards. The Comprehensive Spending Review 2021 (CSR) was announced on 27 October 2021 and brought relatively positive news for local government as a whole. Local authorities will receive an additional £4.8bn in core grant funding over the next 3 years (roughly an additional £1.6bn in each year). This is equivalent to an average annual increase of 2.8% in cash terms and 0.6% after inflation. Furthermore, after factoring in the Government's assumptions for council tax, the sector's spending power should increase by 3.2% in cash terms over the 3 year period, or 1% after inflation.
- 2.8 This is certainly welcome news, and much more positive than had previously been expected and a welcome reverse to the years of funding reductions local government has experienced. However until the local government finance settlement is announced it will not be known how this funding will be allocated to individual authorities across the country. This announcement is expected in early to mid December. For district authorities the risk is that much of this additional money will be allocated to upper-tier authorities, this remains a distinct possibility despite the separate allocations of additional monies that have been allocated and ring-fenced for social care.

- 2.9 Placing the CSR into context with the spending reductions that have been enforced for local government over the last decade, perhaps the Institute for Fiscal studies best summarized the current position for local government when they commented that “austerity over but not undone”.
- 2.10 In addition, the Government has previously announced a number of significant policy changes for local government funding. There were no new announcements on these reforms within the CSR, however the Secretary for State, Rt Hon Michael Gove MP, announced on 8 November 2021 that the planned move to 75% Business Rates Retention will now not go-ahead. Beyond this, the timing of the implementation of reform remains unknown. It is hoped that further information will be forthcoming from the local government finance settlement, but at present it is now thought to be more likely that implementation of these policies will be deferred at least for another year, to 2023-24 or later. The form and timing of these reforms is the single factor that will have the most significant impact on the shape of our Medium Term Financial Strategy and scale of savings required to close any consequent budget gaps. Further detail on this is provided in section 6.

3.0 Current Position

- 3.1 Three scenarios have been modelled for next year’s budget, with neutral, optimistic and pessimistic forecasts presented within this strategy. Section 3 sets out the assumptions applied to the neutral, or central, scenario. Table 1 sets out the draft budget position for 2022-23 under the neutral scenario.

Table 1: Draft Budget Position for 2022-23

Factor	£000	£000
Spending Pressures		
Pay award, increments, Living Wage, NI premium	857	
Non-pay inflation	276	
Proposed growth (service pressures, etc.)	1,177	
Repayment of debt and interest costs	19	
Sub-total		2,329
Savings, Efficiencies and Income Generation		
Fees and charges	-150	
Savings agreed in prior years	-25	
Proposed savings identified to date	-573	

Sub-total		-748
Funding Changes		
Reduction in government grants	603	
Business rates growth	-670	
Council Tax - 1.5% taxbase growth & £5 increase in Band D	-410	
Sub-total		-477
Reserve Movements		
Contribution from homelessness reserve	-125	
Contribution to reserves in accordance with GT recommendations	180	
Other Covid-related reserve movements	-468	
Sub-total		-413
Draft Budget gap		691

3.2 Table 1 shows that under the central neutral forecast there is a projected budget gap of £691k for 2022-23. However, it is recognised that this is a complex and dynamic situation and this, alongside other assumptions will be monitored and reviewed throughout the budget setting process. The following narrative sets out more detail behind the key components of the budget gap that are itemised in Table 1.

Pay and Remuneration

3.3 A 3% pay award has been assumed within the neutral scenario, however this is purely an assumption for the purpose of financial modelling and the actual pay offer will be subject to negotiation with unions. The 2022-23 budget has assumed that £857k additional resources are needed to fund increases in pay due to pay awards, increments, the National Living Wage (NLW) and the employer's National Insurance contribution 1.25% increase. Increases in the NLW now mean that staff on the lowest grade are paid in accordance with it. The NLW rate will increase by 6.6% from 1 April 2022 and the government has accepted the Low Pay Commissions recommendations to increase the NLW to two-thirds of median hourly pay by 2024. This equates to increases of approximately 6% a year over the medium term, with the NLW rising to £10.50 per hour by April 2024.

3.4 At this level, the NLW would significantly impact upon the integrity of the Council's pay structure. Pay differentials would be removed or eroded for roles that had been

assessed under the equal pay framework to require different levels of pay because of the requirements of the role. As such, management are currently considering proposals to address this and develop a pay offer for 2022-23 that is both fair and affordable.

Contractual and Essential Price Increases

3.5 The neutral scenario the budget is centred on assumes a £276k pressure for non-pay inflation pressure, largely relating to increased utility costs and non-negotiable contractual commitments. Any other non-pay inflation growth proposed by a service or department over and above this must be contained by equivalent savings within that service or department, outside of and additional to the corporate savings target. To do otherwise at this stage would swell the budget gap further and place serious risk on the council's ability to deliver a balanced budget.

Growth

3.6 The proposed growth of £1.177m above comprises:

- £30k for Regeneration
- £402k for Waste Collection
- £85k for Legal
- £400k for Homelessness
- £160k for Your Leisure
- £50k reduction in income for Building Control
- £50k reduction in income for Licensing.

Fees and Charges

3.7 Elsewhere on this November Cabinet agenda are the proposed fees and charges increases for 2022-23. The approach to setting fees and charges will be as follows:

- The default position will be to increase fees and charges by at least 2% and fees and charges income budgets by at least 2%. The only exceptions to this will be:
 - Car parking, where parking fees are a product of any changes the Council wishes to make for traffic management purposes.
 - Where a service is being fundamentally reviewed as part of a review of its fees and charges income shortfall.
- It assumes all services that identified a significant projected shortfall last year and this year, will take action to try to eliminate the shortfall. This might be by increasing charges by more than 2% if the market will tolerate it and regulations allow; or by restructuring charges; or by fundamentally reviewing the service. This will enable the overall budget strategy to presume that the working assumption is sustainable (i.e. that the £100k corporate funding for the shortfall will be enough).

It is anticipated that this will generate approximately £150k of income.

Savings

3.8 The savings of £573k identified to date include:

- £280k from the removal of vacant posts across the council's staffing establishment
- £25k from other minor staffing changes (e.g. agreed reduction in hours)
- £57k from contractual savings
- £50k from a reduction in the amount we set aside for bad debt
- £33k increase in staffing costs apportioned to the HRA
- £30k additional income for bulky waste
- £33k of additional rental income
- Other minor budget changes

Council Tax & Business Rates

- 3.9 There is significant uncertainty for both key income streams. Collection rates are down but perhaps not as far first expected at the outset of the pandemic, however shortfalls in collection are still expected on both Council Tax and Business Rates, although the size of these shortfalls still can not be estimated with certainty.
- 3.10 The impact of Covid-19 on the council's Council Tax income could manifest from the ending of the furlough scheme, and increased unemployment from an economic downturn (resulting in more Council Tax Support (CTS) claimants and non-payment by those not in receipt of CTS). Under the central scenario the council tax base is expected to increase by 1.5% and a £5 increase in the band D equivalent is also assumed. This results in an additional £410k of income compared to 2021-22.
- 3.11 Business Rates income could similarly be hit by business failures from an economic downturn. There is also the cliff-edge of the end of Business Rates relief for small businesses and those in retail, leisure and hospitality, with those businesses expected to start paying rates again. It is also highly unlikely that there will be a business grants scheme in 2022-23. There is also the prospect of possible policy changes, as explained in more detail in section 6, such as the re-basing of Business Rates. This could have a significant adverse impact on Kent, and Thanet. This backdrop may lead to the ending of the Kent Business Rates pool, which has been beneficial to TDC.
- 3.12 The budget strategy assumes that all the projected 2020-21 and 2021-22 losses of Business Rates and Council Tax can be contained within the Equalisation reserve.

Reserves

3.13 Reserves do need to be replenished and the external auditor has emphasised this. On 2 November 2021 Council agreed to the external auditors statutory recommendations to:

“Revisit the financial plans and identify additional savings plans to address the further cost pressures created in resolving the grievances and whistleblowing complaints”

3.14 Consequently the budget strategy has included an assumption of a £180k reserve contribution each year across the MTFS.

3.15 A contribution of £125k from the homelessness reserve is also included in the budget strategy to mitigate the impact of the pressure from increasing costs in this service area. In addition, there are contributions from covid-related reserves to manage the impact of prior year council tax and business rate deficits that are accounted for through the collection fund.

4.0 Pessimistic scenario

4.1 The neutral scenario has been varied as follows for produce a more pessimistic draft budget forecast for 2022-23:

- The neutral scenario assumes a 3% increase in pay and variable inflationary increases in non-pay inflation with a basic increase of 2%. In this scenario it is assumed pay increases by 4% and non-pay will rise 4% in 2022-23 (only), which adds costs of £170k and £138k respectively.
- In the neutral scenario, commercial waste is assumed to increase its net surplus by £25k in 2022-23 and then a further £25k in 2023-24, as per a previous Council decision. It is assumed this will not be achieved in the pessimistic scenario.
- Fees and charges are assumed to generate £150k in the neutral scenario, whereas an assumption that they will generate £120k has been built into this scenario, i.e. an £30k difference.
- The neutral scenario assumes that we will receive the last £100k of Revenue Support Grant, which was meant to disappear some years ago, but has been ‘rolled-over’ by Government for the last two years. Here, we assume it will not be received.
- The neutral scenario an increasing proportion of Business Rates growth can be allocated to the budget next year. The pessimistic scenario assumes a standstill in our rates income for 2022-23.
- The neutral scenario assumes 1.5% growth in the Council Tax base and a £5 increase in Council Tax bills. This scenario assumes a £5 increase in bills, but no growth in the base, equivalent to a £160k income reduction.

4.2 The above changes total £1.317m so would increase the 2022-23 budget gap to **£2.007m**. The table below summarises this:

Table 2: Pessimistic Scenario

Description	Neutral scenario	Pessimistic scenario	2022-23 Cost £000
Pay inflation	Base assumption	1% increase on neutral	170
Non-pay inflation base increase	2% in 2022-23	3% in 2022-23	138
Commercial waste income	£25k additional	None	25
Fees and charges increased income	£150k increase	£120k increase	30
Revenue Support Grant	£100k	None	100
Business rates growth	No reform and £670k increase on last year	Standstill	670
Homelessness Funding	£24k increase	Standstill	24
CT base growth	1.5%	None	160
Total			1,317

5.0 Optimistic scenario

5.1 The following variations to the neutral scenario could be applied to produce a more optimistic forecast for the draft 2022-23 budget:

- A 3% increase as the pay award has been assumed in the neutral scenario for 2022-23 and then 2% throughout the remaining three years of the MTFs. Here, it is assumed there will be a 2% increase in 2022-23 but then a 1.5% increase thereafter. This saves £170k in 2022-23 and then around £88k per annum from 2023-24.
- Fees and charges are increased at a higher rate for 2022-23, partly reflecting the recommendations of the Fees and Charges Cabinet Advisory Group (CAG). The CAG have endorsed a 3% increase be applied, in comparison to the 2% increase that was initially proposed.
- In the optimistic scenario the retained business rates budget is increased further. This would increase income for 2022-23, this is a higher risk strategy and leaves the council more exposed to any income losses in future years from local government funding reform.

- The neutral scenario assumes 1.5% growth in the Council Tax base and a £5 increase in Council Tax bills. This scenario assumes a £5 increase in bills, but 2% growth in the base, worth an extra £50k.

5.2 The above changes total £385k so would reduce the 2022-23 budget gap to only **£56k**. The table below summarises this:

Table 3: Optimistic Scenario

Description	Neutral scenario	Optimistic scenario	2022-23 Saving £000
Pay inflation	2% in 2022-23	1.5% from 2023-24	-170
Fees and charges	£150k increase	£200k increase	-50
Business rates growth	£670k increase on last year	£1,005k increase on last year	-335
Homelessness Funding	£24k increase	£53k increase	-29
CT base growth	1.5%	2.0% increase	-50
Total			-654

6.0 Funding Reform

6.1 As previously referred to and can be seen in the three scenarios presented above, the reform of local government finance is likely to have the most profound effect on the Council's finances across the medium term.

6.2 Key areas of reform include:

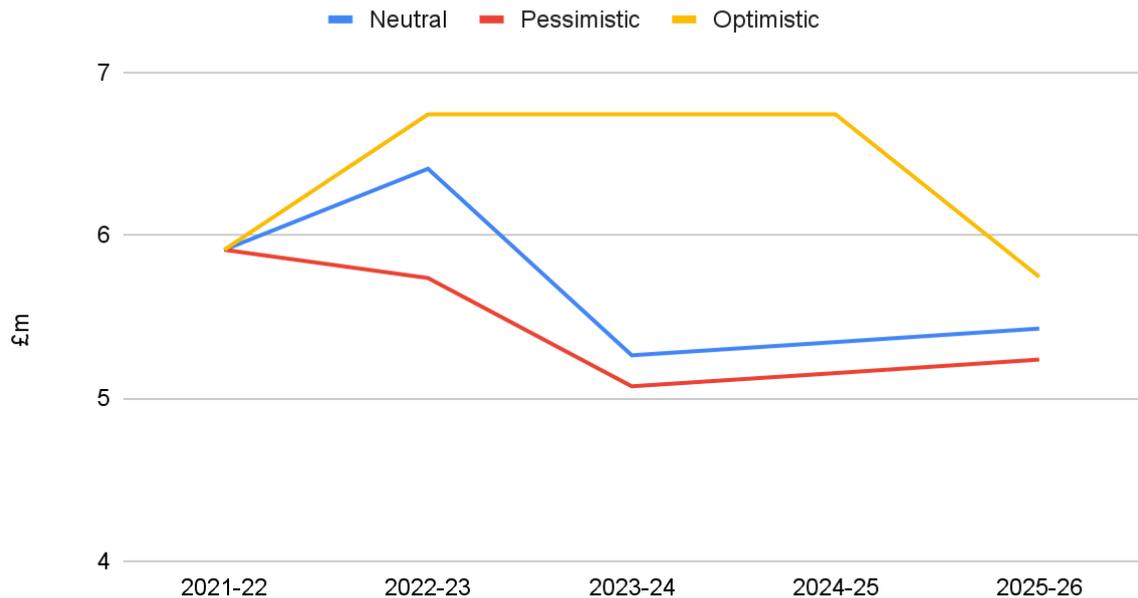
- **Resetting of baselines** - from which Business Rates funding allocations will be determined, the impact being that councils would lose the growth in future that they have accumulated each year since 2013-14.
- **Fair Funding Review** - to examine the relative needs of councils and the allocation of resources between them. This could result in more or less funding being allocated to Thanet depending on the outcome of this review.

6.3 To avoid going into too much technical detail surrounding these reforms, in simple terms the outcome of these reforms mainly puts at risk the amount of funding the council can retain from business rates.

6.4 To illustrate this the following chart below shows the amount of business rates income that could be included in our budgets depending on different outcomes and timing of

the reforms, as modelled under our three different scenarios.

Business Rates Income



6.5 The starting point in 2021-22 is obviously the same for all three scenarios, as the budget for the current financial year has already been set. The budget position of **£5.9m** was based on a baseline funding level (retained income that is guaranteed based on a formula) of £5.055m, with a further £850k of income included from additional income retained from growth in our business rates base. In simple terms the more business premises that are established in Thanet, the more our business rates base grows and the more of this income we are allowed to retain under the Business Rates Retention system. In recent years we have included 50% of this expected growth in our base budget, the remainder has not been budgeted for because of the uncertainty and volatility associated with its collection. The lines then diverge from 2022-23.

6.6 Under the neutral scenario (as shown on the blue line), budgeted business rates income increases by £670k in 2022-23. This is in part due to an increase in our baseline funding level (the guaranteed part) of about £100k, taking the baseline to £5.155m. The increase in budgeted income however is mainly due to the inclusion of a larger proportion of growth that is being factored into the base budget. Based on last year's numbers we are expecting total growth for next year to be c.£1.6m, and under this scenario we are allowing for 75% (up from c.50% in the current year) of it to be included in the budget which is equivalent to £1.252m. Adding this sum to the £5.155m baseline funding level gives a total income budget of **£6.407m**, which is a £670k increase on 2021-22.

- 6.7 Under the pessimistic and optimistic scenarios the proportion of growth included is varied to 90% and 35% respectively, reflecting differing levels of risk that could be accommodated in these scenarios.
- 6.8 Moving forwards across the medium term the three scenarios then vary depending on the timing and scale of local government reform. Under the neutral and pessimistic scenarios the reform occurs in 2023-24, as illustrated in the chart with steep reductions in income in these years. However, in the more optimistic scenario, the reform comes much later in the spending review period at 2025-26, however it can be seen that it still has a significant impact on our income, with the levels retained by the authority only just marginally above the neutral and pessimistic scenarios.
- 6.9 In summary, current modelling is indicating that TDC is expected to be a net loser from funding reform even under the most optimistic scenario, but also should relatively benefit from delayed implementation of reform. However, it must be stressed that these are only three possible scenarios in a wide range of varied and possible outcomes. It is of course possible that the reform may provide a significantly different outcome to any of the three scenarios presented and that our income could be much higher or lower as result. These forecasts are therefore intended to illustrate the extent our business rates income may vary over the medium term and assist with planning for possible and differing eventualities.
- 6.10 Please note, these forecasts have been informed by modelling undertaken by the independent funding advisory service that the council subscribes to.

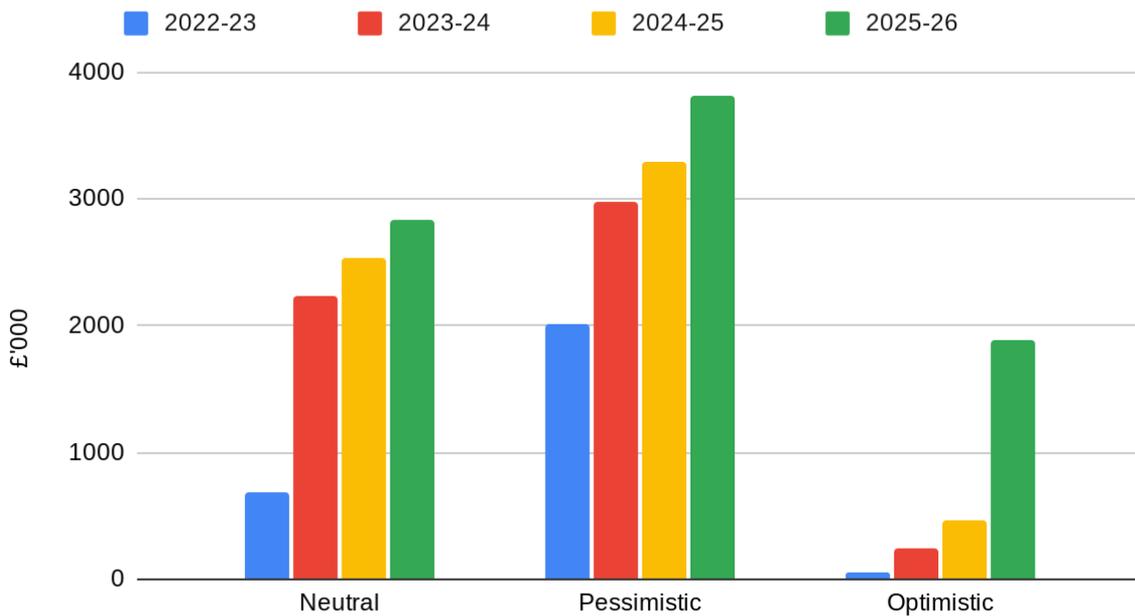
7.0 Medium Term Financial Strategy

- 7.1 The Council's MTFS has been built factoring the business rate modelling assumptions explained in section 6 and the other key assumptions that have been applied to the neutral, optimistic and pessimistic scenarios. Table 4 and the chart below sets out the budget gaps forecast across the medium term as varied under the different scenarios.

Table 4: MTFS

	2022-23 £'000	2023-24 £'000	2024-25 £'000	2025-26 £'000
Neutral	691	2,229	2,530	2,835
Pessimistic	2,008	2,976	3,291	3,820
Optimistic	60	250	468	1,887

MTFS Budget Gaps: Neutral, Pessimistic and Optimistic



7.2 Table 4 and the chart show under the neutral scenario the budget gap increases to above £2m from 2023-24 onwards, mainly due to the aforementioned funding reforms. Under the pessimistic scenario the gaps have a similar profile but are bigger in size across the timeframe, compared to the central forecast. Whereas under the optimistic scenario the budget gaps are relatively modest and should be containable until 2025-26 when funding reform is assumed in this model.

7.3 As such the section 151 officer advises that, in addition to addressing the immediate challenge of finding sufficient savings to close the 2022-23 budget gap, the Council identifies longer-term budget savings in excess of £2m that can be implemented if and when necessary to close the forecast budget gaps presented above. This exercise should be undertaken at pace, to ensure the Council is prepared to react proactively to the financial challenges we face over the medium term.

8.0 Estimated impact of the above on reserves

8.1 Reserves of £10.151m as at 1 April 2022 have been estimated, taking into account the opening position at the start of this year (2021-22), along with assumptions about the planned use of a number of earmarked reserves this year based in part on the 2021-22 forecast reported to Cabinet.

8.2 The reserves that have been presumed to be used this year, or not available, are as follows:

- **Covid reserves** - both the proportion of general Covid funding that will have been used to fund the 2020-21 and 2021-22 overspends, and the technical business rates funding.
- **Lottery reserve** - even if this isn't used this year, it has been assumed not to be available to fund anything other than projects in keeping with the Lottery criteria.
- **East Kent Services reserve** - this will be needed to fund some legacy issues of EKHR and the potential in-sourcing of ICT.
- **Business Rates Growth** - £2m of this reserve is committed for Parkway.
- **Equalisation Reserve** - £500k of this reserve is earmarked for potential shortfalls in business rates and benefits.
- **Decrim reserve** - even if this reserve of £693k isn't used this year, it has been assumed not to be available to fund anything other than what is allowed under the regulations.

8.3 This would leave £10.151m in earmarked reserves as well as the £2.011m general reserve at 1 April 2022.

8.4 Assuming the budget gaps shown in the MTFs (as shown in section 5) are not addressed, then the projections below present the impact on reserves of the neutral, pessimistic and optimistic assumptions:

Year	Neutral £000	Pessimistic £000	Optimistic £000
Balance 1 st April 22	10,151	10,151	10,151
<i>2022-23 budget gap</i>	<i>691</i>	<i>2,008</i>	<i>56</i>
Balance 1 st April 23	9,460	8,142	10,095
<i>2023-24 budget gap</i>	<i>2,229</i>	<i>2,976</i>	<i>250</i>
Balance 1 st April 24	7,231	5,166	9,845
<i>2024-25 budget gap</i>	<i>2,530</i>	<i>3,291</i>	<i>467</i>
Balance 1 st April 25	4,701	1,875	9,378
<i>2025-26 budget gap</i>	<i>2,835</i>	<i>3,820</i>	<i>1,886</i>
Balance 1 st April 26	1,866	-1,945	7,489
Reduction	8,284	12,096	2,662
<i>% Reduction</i>	<i>81%</i>	<i>119%</i>	<i>26%</i>

8.5 In all three scenarios the council's reserves are diminished significantly, even in the optimistic scenario reserves reduce by over a quarter. Whereas in the pessimistic scenario all of our reserves are used and effectively they go negative, an event that in reality cannot legally be allowed to arise.

8.6 The MTFS projections summarised above set out the use of reserves over the four year period. These reserves are all "earmarked". They have previously been deemed to be needed for such events and demands as:

- Housing intervention and homelessness.
- Unforeseen movements in business rates, council tax and benefits.
- Economic development.
- IT/digital projects.
- Repairs to our property portfolio.
- VAT expenses.
- Capital projects, e.g. if a capital scheme is delayed, the reserve helps carry forward the funding for the scheme in a future year.
- Strategic reserve.
- Crematorium reserve, where we set aside funding to replace the burners.
- Risk reserve, to fund unforeseen expenditure (of which there are regular occurrences).
- Elections reserve, where we set aside funding for elections.
- Local Plan reserve, where we set aside funding for exceptional LP costs.

8.7 Under all scenarios action would need to be taken to prevent our earmarked reserves being utilised to fund the forecast budget gaps. However, if the projections as currently set out were to occur, then most if not all of the above reserves would need to be used to fund the budget shortfalls if this action was not forthcoming.

9.0 How to close the gap

9.1 At this stage in the budget setting cycle, there is an estimated £671k budget gap for 2022-23. These issues can be considered as on-going or structural issues and as such permanent solutions are required to address them; unlike the temporary pressures faced by Covid, it is not sustainable or feasible to address these permanent budget pressures by drawing down on our reserves.

9.2 The following sections set out action that will or can be taken to balance the 2022-23 budget and 2022-26 MTFS.

Savings

9.3 There are few obvious means of finding this level of savings. To date savings totalling £573k have been identified (this has already been taken into consideration within the

£671k budget gap) that can be implemented with relatively limited impact on the operation of our services. These have been identified primarily through two exercises.

9.4 **10% Savings Exercise** - Firstly, each Service Director has been tasked with identifying savings to the value of 10% of their controllable budgets. This excludes budget lines that are outside of their control, such as overheads or recharges, or where there are contractual commitments that cannot be broken without incurring substantial penalties. The controllable budgets total £24m and as such a 10% reduction would yield savings exemplifications of approximately £2.4m. However, after a decade of austerity our services have been subjected to a series of efficiencies and savings reviews and as such there are very few remaining opportunities to implement savings without having an effect on service configuration and consequently our residents, customers or staff. In other words, almost all the 'easy-wins' are gone and almost all savings proposals will involve difficult decisions to be made. To date, approximately £250k of such relatively straightforward savings have been identified, but further work needs to be undertaken to determine the feasibility of delivering these savings and the details of these will be discussed with Cabinet informally over the coming weeks and months.

9.5 **Vacancy Review** - Secondly a review of all vacant posts on the staffing establishment has been undertaken. Some posts have been vacant for a substantial period of time and as such the deletion of these roles is anticipated to provide a saving of approximately £280k. Again, further work needs to be undertaken to ascertain how deliverable these savings are and discussion will commence with Cabinet informally over the coming weeks and months.

9.6 Some suggestions for further savings are set out below:

- A piece of work can be carried out to identify what the cost of a minimal statutory service would be, across the council. This would help inform a situation where the council did not address the budget crisis, and the only option was to make contractual payments and deliver a skeleton statutory service.
- The Head of Paid Service to consider a senior management restructure which would potentially generate a saving in excess of £100k.
- Benchmarking - assessing the cost of service to other comparable authorities to identify areas of relatively high spending
- Zero based budgeting - budgets are typically built by making incremental changes to the previous year's budgets. Zero based budgeting takes an alternative approach, starting from scratch, a 'zero-base', and builds the budget for the service without any consideration of previous spending. However, this is a resource and time consuming process and as such can only be applied to a limited number of services at a time.
- Service Redesign - transformational change and considering radical change to the design of the service that we deliver.

Other options

9.7 Other options that will be considered to generate savings outside of this exercise include:

- **Voluntary Redundancies** - ask for staff for expressions of interest in voluntary redundancies. The advantage of this proposal is that staff who volunteered to leave the organisation (either because they wish to or have the financial means to do so) are made redundant as opposed to those who may not via compulsory redundancies. However, it can lead to a fragmented and uncoordinated approach to the delivery of savings, as the posts of those leaving through voluntary redundancy would be deleted, in order to achieve the budget saving. Any expression of interest would be subject to management sign-off.
- **Flexible use of Capital receipts** - The Council could seek authority from HM Treasury to use capital receipts to fund efficiencies or transformation programmes that deliver savings. This will be somewhat limited by the availability of capital receipts.

Medium Term Pressures

Due to the scale of the forecast budget gaps across the medium term, it is essential that the council identifies longer-term budget savings in excess of £2m that can be implemented if and when necessary to close the forecast budget gaps presented above. This exercise should be undertaken at pace, to ensure the Council is prepared to react proactively to the financial challenges we face over the medium term.

10.0 Corporate Statement and Priorities

10.1 It is important that any action taken to address the financial position is done so in accordance with the Council's Corporate Statement for 2019-24 that was approved by Council on 10 October 2019. Budgetary reductions are likely to diminish the Council's ability to meet its objectives as set out in the Statement, therefore resource or saving allocations must consider these priorities and the impact upon them.

10.2 The plan sets out the council's programme of priorities and identifies three core aims that will help focus efforts towards achieving the vision:

Growth: We will continue to ensure we work to consider new ways to generate income and invest our current resources. Delivering a council that is financially strong to discharge its services and invest in the growth of the district.

Environment: Having a clean and well-maintained environment remains important to us. We will be clear with our residents on what we will do and what our asks of residents are - cultivating a shared responsibility approach. Delivering a clean and

accessible living environment, maintaining an emphasis on prevention but where necessary we will use an enforcement approach.

Communities: Through effective partnership working with both the public sector agencies and the community, we will provide leadership and direction across the district and the region to ensure everyone is working to the same goal. Delivering high-quality housing, safer communities and enhancing the health and wellbeing of our residents.

Climate Change

10.3 The Council passed a motion to declare a Climate Emergency on 11th July 2019. The council resolved to:

- Declare a climate emergency;
- Pledge to do what is within our powers and resources to make Thanet District Council carbon neutral by 2030, taking into account both production and consumption emissions;
- Call on Westminster to provide the powers and resources to make the 2030 target possible.

10.4 Going forward the Council has a role as:

- A service provider by delivering services that are resource efficient, less carbon intensive, resilient and that protect those who are most vulnerable to climate impacts.
- An estate manager by ensuring that our own buildings and operations are resource efficient, use clean energy, and prepared for the impacts of a changing climate.
- A community leader by helping local people and businesses to be smarter about their energy use and to prepare for climate impacts.

10.5 It is inevitable that further resources will need to be prioritised to deliver the council's climate change objectives.

11.0 Other Risks

11.1 In addition to the residual Covid-related risk, there are a number of other risks and variables that officers and members must consider when preparing the 2022-23 budget. In particular, the Director of Finance in his capacity as Acting Section 151 officer must have assurance that a balanced budget will be delivered. Assurance must be provided that a balanced budget is built upon sound and robust estimates and that adequate reserves are in place to mitigate the financial and non-financial risks the council faces.

11.2 The other key risks that will be considered within the budget setting environment are:

- Non-delivery of savings
- Local political stability
- Ongoing impact of Brexit
- Level of government financial support
- Underestimates of inflation especially that of energy.

12.0 Next Steps

12.1 A draft timetable and activities similar to last year is set out below.

Date	Action/decision
September 2021	Early Member engagement regarding the draft budget strategy, initial 2022-26 budget gap and financial pressures/opportunities, and early proposals to fund the gap
	Cabinet approves the 2022-23 Budget Strategy and 2022-26 MTFS
27 October 2021	Government Spending Review giving an indication of local government spending levels
October - December 2021	Updates on budget progress to CMT, Cabinet/CMT and Cabinet Budget briefings for all members
18 November 2021	Cabinet agrees the budget strategy Cabinet agrees the 2021-22 budget monitoring report no.2 Cabinet agrees the 2022-23 fees and charges
December 2021	Government draft financial settlement for 2022-23 giving an indication of local government funding
December 2021	Council approves fees and charges
Christmas	Draft budget report to Cabinet
January 2022	Cabinet approves the 2022-23 budget and 2022-26 MTFS (with OSP and then a further Cabinet in January if required). Cabinet agrees the 2021-22 budget monitoring report no.3
February 2022	Council approves the budget

Contact Officer: *Chris Blundell, Director of Finance and Deputy Section 151 Officer*

Reporting to: *Madeline Homer (Chief Executive)*

Corporate Consultation

Finance: *Not applicable*

Legal: Estelle Culligan, Director of Law and Democracy

This page is intentionally left blank