

STRONGER together



Lewes District Council



Working in partnership with Eastbourne Homes

Lewes District Council

Financial Plan 2017/2018



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GENERAL STATISTICS

Population served by Lewes District Council

(Source: Office for National Statistics Census)	2011	97,502
(Source: East Sussex County Council - East Sussex in figures)	2014	100,229
(Source: East Sussex County Council - East Sussex in figures)	2015	100,693

Area covered by Lewes District Council

acres	72,180
hectares	29,211

Density of Population

per acre	2011	1.35
	2015	1.39
	2016	1.40
per hectare	2011	3.34
	2015	3.43
	2016	3.45

Number of Electors (Source: register of electors)

December 2014	73,974
December 2015	72,088
December 2016	74,700

Council Tax Base (Band D equivalent)

2015/16	34,979.8
2016/17	35,797.1
2017/18	36,345.6

Council Tax

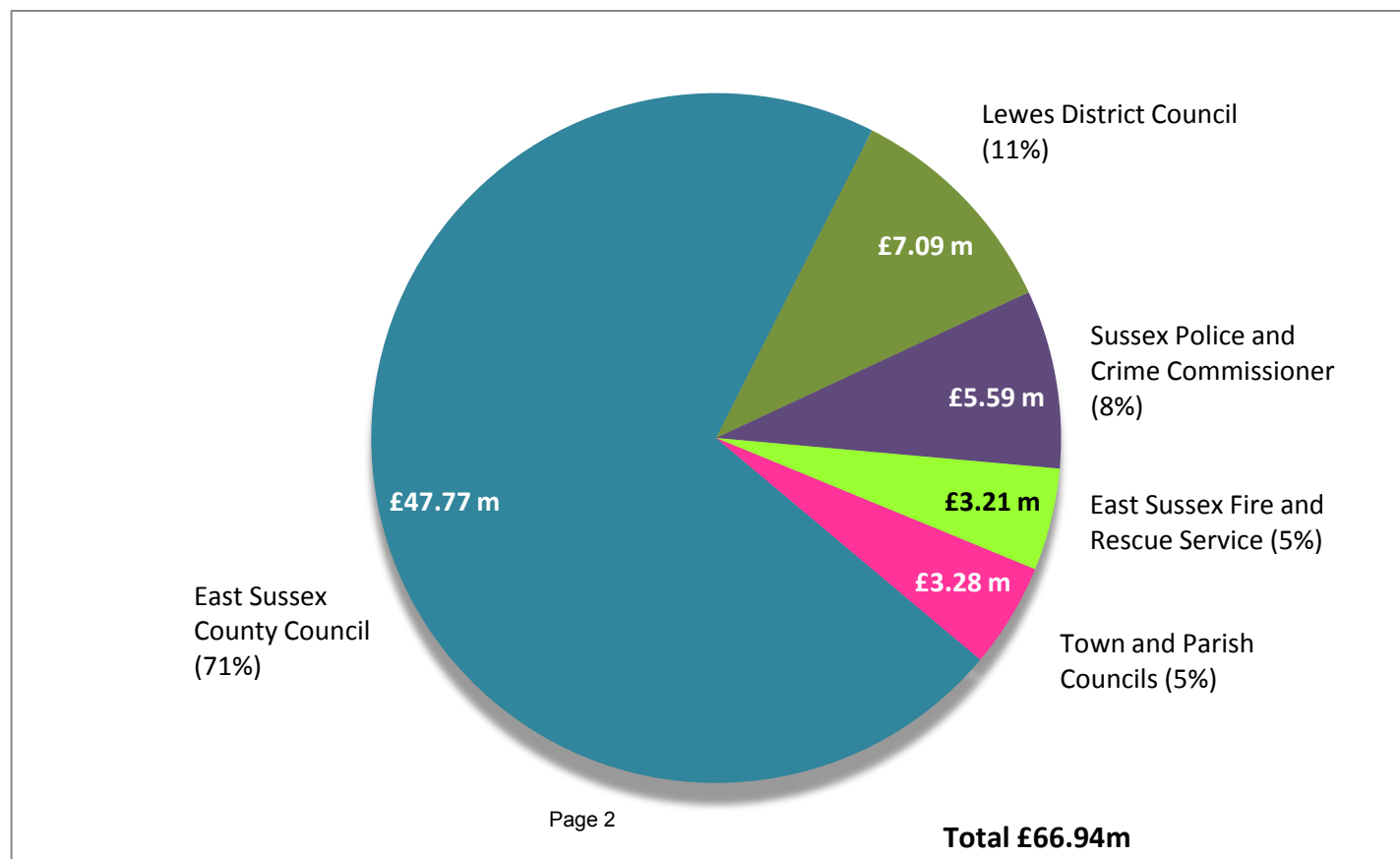
Total Band D (County, Police, Fire, District and average of Parishes)	2015/16	£1,702.11
	2016/17	£1,763.93
	2017/18	£1,841.90

Lewes District Council share of Band D

2015/16	£189.61
2016/17	£190.61
2017/18	£195.05

Your Council Tax Explained 2017/2018

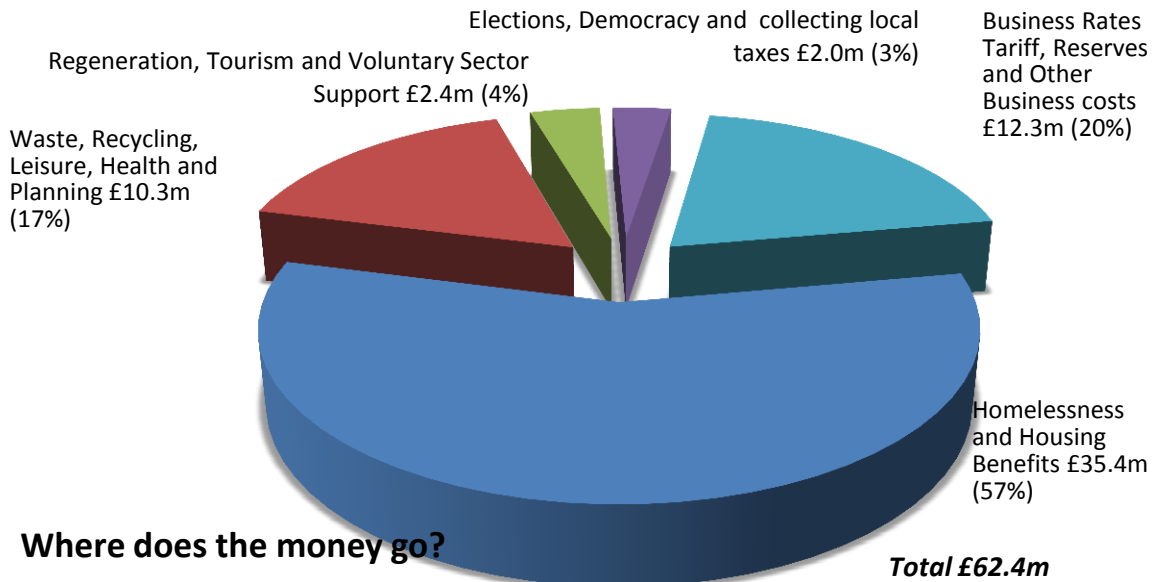
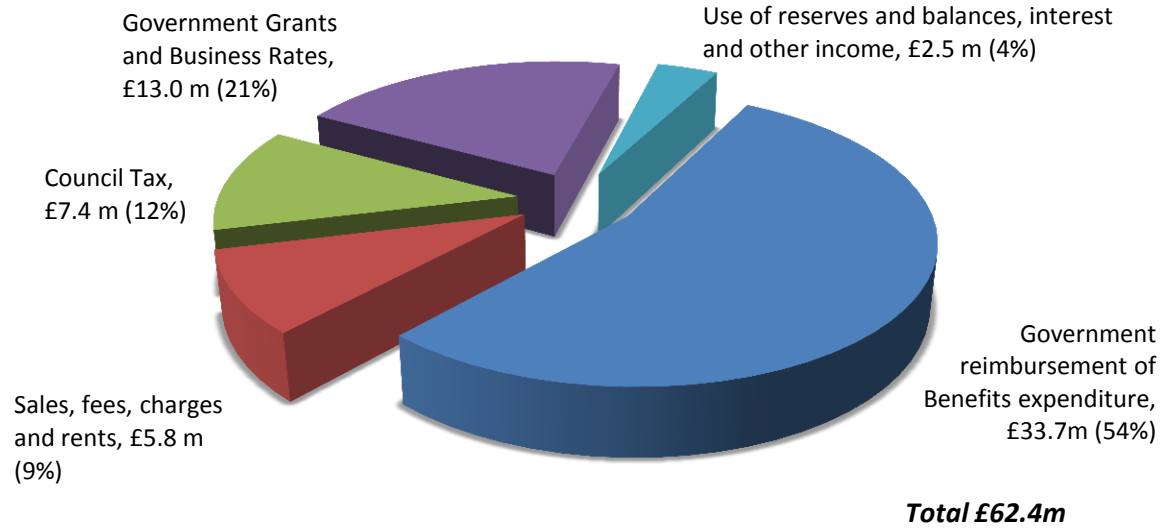
For every £1 you pay in Council Tax:	Precept £m	Precept %	Total for Band D £p	gets £p	per week £p
East Sussex County Council	47.77	71%	1,314.36	0.71	25.28
Lewes District Council	7.09	11%	195.05	0.11	3.75
Sussex Police and Crime Commissioner	5.59	8%	153.91	0.08	2.96
East Sussex Fire and Rescue Service	3.21	5%	88.40	0.05	1.70
Town and Parish Councils	3.28	5%	<u>90.18</u>	0.05	1.73
Total	66.94	100%	<u>1,841.90</u>	1.00	35.42



How Council Tax is Calculated

	2016/17		2017/18	
	Budget	Council Tax Band D	Budget	Council Tax Band D
	£m	£	£m	£
LDC's budget before fees, charges, sales, rent	25.232	704.86	25.347	697.39
Plus net contribution to reserves	0.964	26.93	0.757	20.82
Less income from fees, charges, sales, rents, contributions	-5.153	-143.95	-5.769	-158.72
Lewes District Council net budget	21.043	587.84	20.335	559.49
Less funding from:				
Central Government and Business Rates	-14.047	-392.41	-12.979	-357.11
Previous years' Council Tax	-0.173	-4.82	-0.267	-7.33
Council Tax - Lewes District Council	6.823	190.61	7.089	195.05
PLUS precepts from				
Town and Parish Councils	3.071	85.79	3.278	90.18
East Sussex County Council	44.814	1251.90	47.771	1314.36
Sussex Police and Crime Commissioner	5.331	148.91	5.594	153.91
East Sussex Fire and Rescue Service	3.104	86.72	3.213	88.40
Total Council Tax	63.143	1,763.93	66.945	1,841.90

Where does Lewes District Council's money come from?



Your Total Council Tax Bill

	A	B	C	D	E	F	G	H
	£	£	£	£	£	£	£	£
Barcombe	1,189.32	1,387.55	1,585.76	1,783.98	2,180.41	2,576.86	2,973.30	3,567.96
Chailey	1,185.69	1,383.31	1,580.92	1,778.53	2,173.75	2,568.98	2,964.22	3,557.06
Ditchling	1,205.33	1,406.23	1,607.11	1,808.00	2,209.77	2,611.55	3,013.33	3,616.00
East Chiltington	1,173.46	1,369.04	1,564.62	1,760.19	2,151.34	2,542.49	2,933.65	3,520.38
Falmer	1,161.70	1,355.32	1,548.94	1,742.55	2,129.78	2,517.01	2,904.25	3,485.10
Firle	1,210.45	1,412.19	1,613.93	1,815.67	2,219.15	2,622.63	3,026.12	3,631.34
Glynde/Beddingham	1,195.57	1,394.83	1,594.09	1,793.35	2,191.87	2,590.39	2,988.92	3,586.70
Hamsey	1,203.30	1,403.86	1,604.40	1,804.95	2,206.04	2,607.15	3,008.25	3,609.90
Iford	1,156.94	1,349.77	1,542.59	1,735.41	2,121.05	2,506.70	2,892.35	3,470.82
Kingston	1,231.64	1,436.92	1,642.19	1,847.46	2,258.00	2,668.55	3,079.10	3,694.92
Lewes	1,297.38	1,513.62	1,729.84	1,946.07	2,378.52	2,810.99	3,243.45	3,892.14
Newhaven	1,266.32	1,477.38	1,688.43	1,899.48	2,321.58	2,743.69	3,165.80	3,798.96
Newick	1,190.23	1,388.60	1,586.97	1,785.34	2,182.08	2,578.82	2,975.57	3,570.68
Peacehaven	1,219.66	1,422.94	1,626.22	1,829.49	2,236.04	2,642.59	3,049.15	3,658.98
Piddinghoe	1,208.54	1,409.97	1,611.39	1,812.81	2,215.65	2,618.50	3,021.35	3,625.62
Plumpton	1,212.30	1,414.36	1,616.40	1,818.45	2,222.54	2,626.65	3,030.75	3,636.90
Ringmer	1,190.21	1,388.59	1,586.95	1,785.32	2,182.05	2,578.79	2,975.53	3,570.64
Rodmell	1,188.99	1,387.16	1,585.32	1,783.48	2,179.80	2,576.13	2,972.47	3,566.96
St Ann Without	1,156.94	1,349.77	1,542.59	1,735.41	2,121.05	2,506.70	2,892.35	3,470.82
St John Without	1,156.94	1,349.77	1,542.59	1,735.41	2,121.05	2,506.70	2,892.35	3,470.82
Seaford	1,206.75	1,407.88	1,609.00	1,810.12	2,212.36	2,614.61	3,016.87	3,620.24
Southeast	1,156.94	1,349.77	1,542.59	1,735.41	2,121.05	2,506.70	2,892.35	3,470.82
South Heighton	1,182.92	1,380.08	1,577.23	1,774.38	2,168.68	2,562.99	2,957.30	3,548.76
Streat	1,184.59	1,382.02	1,579.45	1,776.88	2,171.74	2,566.60	2,961.47	3,553.76
Tarring Neville	1,156.94	1,349.77	1,542.59	1,735.41	2,121.05	2,506.70	2,892.35	3,470.82
Telscombe	1,230.55	1,435.65	1,640.74	1,845.83	2,256.01	2,666.20	3,076.38	3,691.66
Westmeston	1,185.81	1,383.45	1,581.08	1,778.71	2,173.97	2,569.24	2,964.52	3,557.42
Wivelsfield	1,197.53	1,397.12	1,596.71	1,796.29	2,195.46	2,594.64	2,993.82	3,592.58

Town and Parish Councils spending over £100,000

	2016/17	2017/18
Lewes Town Council	£	£
Administration and Civic Function	265,308	244,871
Town Hall, All Saints Centre and Malling Community Centre	420,702	443,204
Open Spaces and Allotments	156,730	188,351
Grants to Outside Bodies	62,500	88,230
Contribution to Reserves	206,330	216,130
Less: income and use of balances	(198,370)	(190,870)
Grant from Lewes District Council	(53,128)	(45,158)
Precept	860,072	944,758

	£	£
Newhaven Town Council		
Halls, Play Areas, Cemetery	173,545	231,543
Administration and Staff	235,832	276,451
Regeneration and Partnership	143,720	115,500
Less: income and use of balances	(72,945)	(93,622)
Grant from Lewes District Council	(41,026)	(34,872)
Precept	439,126	495,000

	£	£
Peacehaven Town Council		
Gross expenditure	707,497	625,368
Less: income and use of balances	(268,944)	(186,023)
Grant from Lewes District Council	(42,269)	(35,928)
Precept	396,284	403,417

Change in finance systems and budgeting method means that comparative information at detailed level is not readily available at time of producing this summary

	£	£
Seaford Town Council		
Finance & General Purposes (includes grants)	443,242	443,867
Community Services	317,278	326,136
Golf Course	841,986	898,922
Contribution to Reserves	83,941	120,000
Less: income and use of balances	(1,044,049)	(1,109,091)
Grant from Lewes District Council	(29,845)	(25,368)
Precept	612,553	654,466

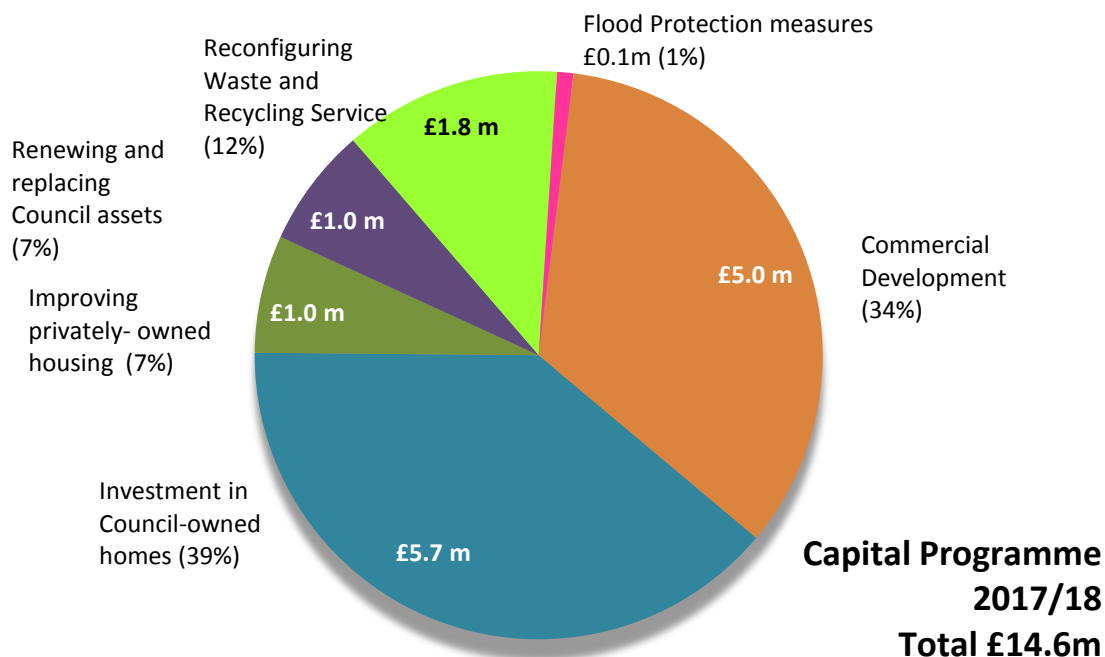
	£	£
Telscombe Town Council		
Policy and Resources	176,725	174,450
Amenities	56,300	56,275
Civic Centre	45,500	44,570
Planning and Highways	22,500	22,600
Less: income and use of balances	(60,416)	(58,091)
Grant from Lewes District Council	(19,497)	(16,572)
Precept	221,112	223,232

Special Expenses for the cost of parks and open spaces

Local area	2016/17	2017/18	2016/17	2017/18
	Special Expenses	Special Expenses	cost per Band D property	cost per Band D property
	£	£	£	£
Lewes	298,720	345,430	49.22	56.40
Newhaven	98,630	98,890	27.52	27.32
Telscombe	51,430	51,890	20.88	20.83
Seaford	54,540	54,060	5.82	5.70
Peacehaven	39,570	37,510	8.65	8.00
Chailey	1,070	1,050	0.84	0.81
Ringmer	-	4,110	-	2.19
Total	543,960	592,940		

Statement of budget changes in estimated expenditure between 2016/17 and 2017/18

Summary	£m
2016/17 Net Budget to be funded from Council Tax	6.823
Pay and Price increases	0.296
Increases in Service costs or reductions in Service income	0.156
Increases in Service income or reductions in Service costs	(0.827)
Sub-total	6.448
Changes in Government Grant and Business Rates funding	1.154
Changes in use of reserves, balances and one-off items	(0.334)
Change in Council Tax/Business Rates returned from previous years	(0.179)
2017/18 Net Budget to be funded from Council Tax	7.089



MEDIUM TERM FINANCE STRATEGY - OBJECTIVES AND KEY PRINCIPLES

The Objectives of the Council's Medium Term Finance Strategy are as follows:

- 1 To provide a robust framework to assist the decision making process
- 2 To enable the Council to be proactive rather than reactive
- 3 To act as a barometer and give early indication of need to review priorities
- 4 To show how resources support the Council Plan over a four year period
- 5 To support sustainable services through reserves, equalisation and renewal funds
- 6 To hold a working balance at an adequate level to respond to unexpected events and opportunities
- 7 To be flexible and responsive to changing needs and legislation
- 8 To support the Council's service and core strategies
- 9 To provide forward indications of Council Tax levels

A number of Key Principles have been established to underpin the financial objectives:

- 1 Resources will be prioritised to meet statutory (core service) obligations
- 2 We will work with partners and the local community to determine priorities
- 3 We will constantly review and reconcile priorities in line with the available resources
- 4 Capital receipts will only be used to fund capital programmes when banked
- 5 General Fund capital receipts will be used to improve and replace existing assets
- 6 Capital receipts from Council house sales will be reinvested in a housing capital programme or to improve and replace existing assets
- 7 The budget for investment income will take account of specific market advice. If investment rates rise or are expected to rise, we will not use the additional income to fund items within the recurring base budget
- 8 We will aim to achieve a zero balance on the Collection Fund when estimating the Council Tax collection rate each year
- 9 Council Tax amounts will be transparent and sustainable. This means that the Council Tax Requirement will not be lowered through the use of one-off balances or reserves without a published intention to realign priorities with the Medium Term Finance Strategy
- 10 Changes to the Council's priority programme must be reported to Cabinet and supported by a risk assessment and financial appraisal showing part year and full year costs, including the revenue consequences of any capital investment and lifetime costs
- 11 Every request for capital investment must be supported by a Business Case which shows how the cost of that investment will be repaid over time

General Fund Budget				
Medium Term Outlook as at February 2017	Base Year 2017/18 £000	2018/19 £000	2019/20 £000	2020/21 £000
Recurring Net Expenditure	10,625	11,224	10,539	10,165
Pay awards and increments	165	165	165	165
Pension Contributions	105	37	39	39
Inflation on contracts	26	26	26	26
Total Budget Requirement with inflation	10,921	11,452	10,769	10,395
Savings targets (corporate)	(300)	(913)	(604)	(38)
Base contributions to Reserves	603	-	-	-
	11,224	10,539	10,165	10,357
Non-Recurring items				
New Homes Bonus contribution to Strategic Change Reserve	1,247	771	738	697
New Homes Bonus used to support reduction in Retained Business Rates	(113)	-	-	-
Transition expenditure	84	-	-	-
Net Budget Requirement	12,442	11,310	10,903	11,054
Council Tax	(7,089)	(7,259)	(7,434)	(7,612)
Council Tax Collection Fund Surplus	(266)	(65)	-	-
Retained Business Rates	(2,958)	(2,832)	(2,388)	(2,436)
Retained Business Rates Deficit	554	-	-	-
Contribution from Strategic Change Reserve	(554)	-	-	-
Government Grants:				
- Revenue Support	(375)	(2)	-	-
- New Homes Bonus	(1,247)	(771)	(738)	(697)
- Housing Benefit & Council Tax Support admin	(423)	(381)	(343)	(309)
- Transition Grant	(84)	-	-	-
Use of General Fund Revenue Balance	-	-	-	-
Sources of Finance	(12,442)	(11,310)	(10,903)	(11,054)
Assumed Council Tax Increase	1.9%	1.9%	1.9%	1.9%
Assumed Increase in Council Tax Base		0.5%	0.5%	0.5%

MEDIUM TERM FINANCE STRATEGY SAVINGS PLAN

The 2021 Savings Plan	2017/18 £'000	2018/19 £'000	2019/20 £'000	2020/21 £'000	Total £'000
Savings Requirement per MTFS	(641)	(913)	(605)	(38)	(2,197)
The plan					
Wave Leisure service fee reduction	(105)	(104)	(104)	(105)	(418)
Phasing out of local Council Tax Reduction Scheme grant to Town and Parish Council:	(30)	(30)	(30)	(30)	(120)
Joint Transformation Programme	(300)	(300)	(300)	-	(900)
Income generation - Commercial	-	(200)	-	-	(200)
Income generation - waste and recycling	(206)	-	-	-	(206)
Income generation - regeneration	-	(300)	(200)	-	(500)
Total Savings Target	(641)	(934)	(634)	(135)	(2,344)
Surplus target over MTFS requirement	0	(21)	(29)	(97)	(147)

Line No.	GENERAL FUND REVENUE BUDGET SUMMARY BY MANAGEMENT ANALYSIS	2016/17 BUDGET £	2017/18 BUDGET £
	Director of Regeneration and Planning		
1	Assets and Property	(564,600)	(964,000)
2	Planning	(791,700)	(741,500)
3	Regeneration	215,700	152,800
4	Salaries and administration	1,797,900	1,897,300
5		657,300	344,600
	Director of Service Delivery		
6	Community	96,500	109,900
7	Environmental Health and Licensing	17,000	46,400
8	Housing (General Fund)	(29,200)	(62,700)
9	Local Taxation	(173,900)	(169,100)
10	Parks and Playing Fields	595,600	612,400
11	Waste and Recycling	2,308,700	2,169,200
12	Salaries and administration	5,500,900	5,477,900
13		8,315,600	8,184,000
	Director of Tourism		
14	Tourism	137,200	153,700
15	Wave Leisure	621,300	509,300
16		758,500	663,000
	Deputy Chief Executive		
17	Corporate Services	110,400	113,700
18	Democratic Services	341,600	354,900
19	Salaries and administration	4,031,800	4,064,700
20		4,483,800	4,533,300
21	Corporate costs and income	1,142,500	1,009,400
22	Recharges to the Housing Revenue Account	(3,287,800)	(3,303,000)
23	Reserves used to finance non-recurring expenditure	(590,100)	(539,100)
24	Efficiency Savings	(400,000)	(300,000)
25		11,079,800	10,592,200
26	Recurring Net Expenditure		
27	Contributions to Reserves	2,156,600	1,850,100
28	Net Budget Requirement	13,236,400	12,442,300
29	Council Tax (Increase in taxbase plus increase @ 1.9%)	(6,823,300)	(7,089,200)
30	Council Tax Collection Fund Surplus	(172,400)	(266,400)
31	Retained Business Rates	(3,070,000)	(2,957,500)
32	Retained Business Rates Deficit on Collection Fund	639,800	554,500
33	Contribution from Uncommitted Reserve	(639,800)	(554,500)
34	Government Grants:		
35	- Revenue Support	(995,000)	(375,000)
36	- New Homes Bonus	(1,592,000)	(1,246,700)
37	- Housing Benefit and Council Tax Support administration	(424,300)	(423,500)
38	- Section 31 Grant	(75,400)	-
39	- Transition Grant	(84,000)	(84,000)
40	Sources of Finance	(13,236,400)	(12,442,300)

Line No.	GENERAL FUND REVENUE BUDGET SUMMARY BY SERVICE EXPENDITURE ANALYSIS	2015/16 ACTUAL £	2016/17 BUDGET £	2017/18 BUDGET £
	Service Expenditure			
1	- Central Services	1,221,194	1,247,700	1,322,500
2	- Cultural and Related Services	1,926,057	1,897,700	1,778,400
3	- Environmental and Regulatory Services	4,372,530	4,596,900	4,678,100
4	- Highways and Transport Services	(410,931)	(291,200)	(356,500)
5	- Housing General Fund Services	1,581,443	1,435,900	1,426,300
6	- Planning Services	946,558	858,500	840,400
7	- Corporate and Democratic Core	2,014,782	1,843,000	1,827,600
8	- Non-Distributed Costs: general costs	122,205	150,900	156,900
9	- Non-Distributed Costs: efficiency savings target	-	(400,000)	(600,000)
10	Cost of Services	11,773,838	11,339,400	11,073,700
11	Other Operating Income and Expenditure	236,574	201,100	171,000
12	Financing and Investment Income and Expenditure	(127,855)	(63,600)	(306,400)
13	Contribution to Service Priorities	-	109,000	109,000
14	Transition expenditure	-	84,000	84,000
15	Transfer to Collection Fund - Business Rates Deficit	-	639,800	554,500
16	Cost before Transfers to/(from) Reserves	11,882,557	12,309,700	11,685,800
17	Net transfers to/(from) Earmarked Reserves	1,279,084	926,700	756,500
18	Net Expenditure Requirement	13,161,641	13,236,400	12,442,300
	External Sources of Finance			
19	Retained Business Rates	(3,316,127)	(3,070,000)	(2,957,500)
	Government Grants			
20	- Revenue Support Grant	(1,703,960)	(995,000)	(375,000)
21	- New Homes Bonus	(1,383,091)	(1,592,000)	(1,246,700)
22	- Housing Benefit Administration Subsidy	(446,648)	(424,300)	(423,500)
23	- Transition Grant	-	(84,000)	(84,000)
24	- Section 31 and Other Minor Grants	(52,961)	(75,400)	-
25	- Council Tax Freeze Grant	(76,084)	-	-
26	Total Government Grants	(3,662,744)	(3,170,700)	(2,129,200)
27	Transfer from Collection Fund - Council Tax Surplus	(65,050)	(172,400)	(266,400)
28	Total External Sources of Finance	(7,043,921)	(6,413,100)	(5,353,100)
29	Balance of Net Expenditure to be financed	6,117,720	6,823,300	7,089,200
30	Transfer to Working Balance	514,728	-	-
31	Lewes District Council Tax Requirement	6,632,448	6,823,300	7,089,200
32	Taxbase	34,979.8	35,797.1	36,345.6
33	Band D Council Tax	£189.61	£190.61	£195.05
34	Working Balance at 1 April	(1,551,463)	(1,153,800)	(2,066,191)
35	Transfer (to)/from Working Balance	(514,728)	-	-
36	Working Balance at 31 March	(2,066,191)	(1,153,800)	(2,066,191)

HOW THE GENERAL FUND REVENUE SERVICES BUDGETS ARE PRESENTED

Each service is shown on a separate page and its revenue budget is presented using a combination of the following day to day expenditure and income headings

Employees – salaries of staff who directly provide the service, as well as agency and contract staff, together with employer's national insurance contributions and pension contributions

Premises – land and buildings expenditure such as repairs and maintenance, upkeep of grounds, energy, water, cleaning and business rates.

Transport – Council owned vehicles (like waste and recycling vehicles) and allowances paid to staff

Supplies and Services – operating expenses such as computer software, telephones, postage

Third Party Payments – contracts with external partners for the delivery of a whole service e.g. to Wave Leisure for the Council's Leisure Centres.

Transfer Payments – payments made by the Council for which no service is received e.g. housing benefits.

The total of the items above is the **Total Operating Expenditure** of each service.

Sales – of products and materials e.g. the sale of recycle

Fees and Charges – for services and use of facilities e.g. car parking

Rents – of land and buildings e.g. industrial estates

Government Grants – grants receivable towards specific service expenditure e.g. housing benefits

Non-Government Grants, Reimbursements and Contributions – from external organisations (e.g. other local authorities) towards service specific expenditure

Miscellaneous – other minor items of income which do not fit within any of the classifications above.

The total of the items above is the **Total Income** of each service.

NET OPERATING EXPENDITURE is Total Operating Expenditure less Total Income.

Support Services – these services do not relate to one particular Council service but rather to a range of services. Examples are Legal, IT, Finance and Office Accommodation. Individual support services are allocated to Council services in the most appropriate way so that all of the Council's costs are ultimately recorded within one service or another.

NET SERVICE EXPENDITURE is Net Operating Expenditure plus Support Services.

NOTE

The Council's budget is prepared from the items listed above so that it can determine its Net Expenditure Requirement. This is the amount that needs to be financed from Retained Business Rates, Government Grants and the Council Tax.

When the Council completes its year end accounts and certain Government statistical returns, it is required to account for the economic costs of providing its services. This requires the inclusion of prescribed technical accounting adjustments - like charges for the use of assets and pension cost adjustments - which are then reversed out so that the final total reconciles back to the amount of council tax income raised. The Council's service budgets do not include these technical adjustments.

CENTRAL SERVICES - SUMMARY OF NET SERVICE EXPENDITURE	2015/16 ACTUAL £	2016/17 BUDGET £	2017/18 BUDGET £
Local Tax Collection			
- Council Tax Collection	433,853	402,500	422,300
- Council Tax Reduction Scheme Administration	304,400	330,000	330,400
- Non-Domestic Rates Collection	14,634	(17,000)	(11,800)
	752,887	715,500	740,900
Elections	196,488	88,600	92,000
Registration of Electors	167,402	205,500	213,500
Emergency Planning	41,225	41,200	52,000
Local Land Charges	(123,348)	8,000	18,400
Voluntary Sector Support	186,540	188,900	205,700
TOTAL CENTRAL SERVICES	1,221,194	1,247,700	1,322,500

CENTRAL SERVICES - COUNCIL TAX COLLECTION	2015/16 ACTUAL £	2016/17 BUDGET £	2017/18 BUDGET £
Operating Expenditure			
Employees	253,000	245,500	263,200
Transport	2,338	3,300	2,400
Supplies and Services	123,943	118,000	124,200
TOTAL OPERATING EXPENDITURE	379,281	366,800	389,800
Income			
Fees and Charges	(170,234)	(176,500)	(176,500)
Non-Government Grants, Reimbursements and Contributions	(3,494)	-	-
TOTAL INCOME	(173,728)	(176,500)	(176,500)
NET OPERATING EXPENDITURE	205,553	190,300	213,300
Support Services	228,300	212,200	209,000
NET SERVICE EXPENDITURE	433,853	402,500	422,300

Service description

Calculating, billing and collecting all council tax due as levied (precepted) by East Sussex County Council, the Sussex Police and Crime Commissioner, East Sussex Fire Authority, Lewes District Council and the Town and Parish Councils.

Budget changes

The main changes between the budgets for 2016/17 and 2017/18 are as follows:

2016/17 Budget	402,500
Employees - pay award, increments and review of staff time allocations	17,700
Net effect of minor changes	2,100
2017/18 Budget	422,300

CENTRAL SERVICES - COUNCIL TAX REDUCTION SCHEME ADMINISTRATION	2015/16 ACTUAL £	2016/17 BUDGET £	2017/18 BUDGET £
Operating Expenditure			
Employees	-	59,000	63,200
Supplies and Services	-	-	200
Transfer Payments	-	39,000	39,000
TOTAL OPERATING EXPENDITURE	-	98,000	102,400
Income			
Non-Government Grants, Reimbursements and Contributions	-	(83,000)	(87,000)
TOTAL INCOME	-	(83,000)	(87,000)
NET OPERATING EXPENDITURE	-	15,000	15,400
Recharges from other General Fund Services	304,400	315,000	315,000
NET SERVICE EXPENDITURE	304,400	330,000	330,400

Service description

This service records the net costs of administering the Council Tax Reduction Scheme.

This is carried out as one of the functions of Housing Benefit Administration (HBA) which is shown within Housing General Fund Services. HBA records all the expenditure and income of administering the three services it provides - rent allowances, rent rebates and CTRS - with recharges made to this service to record the net cost of administering CTRS.

Recharges are based on a share of the operating costs which is calculated using weighted caseloads.

A breakdown of the recharge is set out below:

	2015/16	2016/17	2017/18
<u>Share of operating expenditure</u>			
Employees	159,315	183,300	183,700
Transport	1,571	1,800	1,100
Supplies and Services	30,291	20,800	22,000
Share of Net Operating Expenditure	191,177	205,900	206,800
Share of Support Services	113,223	109,100	108,200
	304,400	315,000	315,000

In addition to the work undertaken within Housing Benefit Administration, the Council has entered into a partnership arrangement with East Sussex County Council (ESCC), East Sussex Fire Authority (ESFA), Sussex Police and Crime Commissioner (SPCC) and the other Districts and Boroughs within East Sussex to educate and support claimants in understanding the impact of the changes to the scheme that apply from 1 April 2016.

The Council employs staff (£63,200) and contributes towards a hardship fund (£39,000), and the three council tax precepting authorities (ESCC, ESFA and SPCC) contribute towards these costs (£87,000) in proportion to their council tax precepts.

The net cost of the partnership arrangement in 2017/18 (£15,400) represents the Council's share of these costs in proportion to its own council tax precept.

CENTRAL SERVICES - NON-DOMESTIC RATES COLLECTION	2015/16 ACTUAL £	2016/17 BUDGET £	2017/18 BUDGET £
Operating Expenditure			
Employees	76,600	60,800	60,000
Transport	1,419	200	1,000
Supplies and Services	33,045	6,500	7,200
TOTAL OPERATING EXPENDITURE	111,064	67,500	68,200
Income			
Fees and Charges	(8,495)	(10,000)	(10,000)
Non-Government Grants, Reimbursements and Contributions - Cost of Collection Allowance	(130,435)	(130,000)	(130,000)
TOTAL INCOME	(138,930)	(140,000)	(140,000)
NET OPERATING EXPENDITURE	(27,866)	(72,500)	(71,800)
Support Services	42,500	55,500	60,000
NET SERVICE EXPENDITURE	14,634	(17,000)	(11,800)

Service description

Calculating, billing and collecting all national non-domestic rates (business rates).

The Government allows a fixed amount of funding to local authorities, the Cost of Collection Allowance, which is distributed through a formula which takes into account the number and rateable value of non-domestic properties within the Lewes district.

Budget changes

There are no major changes between the budgets for 2016/17 and 2017/18.

CENTRAL SERVICES - ELECTIONS	2015/16 ACTUAL £	2016/17 BUDGET £	2017/18 BUDGET £
Operating Expenditure			
Employees	122,666	62,100	63,000
Premises	9,505	2,500	2,500
Transport	2,159	600	-
Supplies and Services	46,666	5,500	5,500
TOTAL OPERATING EXPENDITURE	180,996	70,700	71,000
Income			
Sales	(74)	-	-
Non-Government Grants, Reimbursements and Contributions	(2,937)	-	-
TOTAL INCOME	(3,011)	-	-
NET OPERATING EXPENDITURE	177,985	70,700	71,000
Support Services	18,503	17,900	21,000
NET SERVICE EXPENDITURE	196,488	88,600	92,000

Service description

Administering the election of all 41 councillors to Lewes District Council every 4 years, the next one falls due in May 2019, and administering by-elections as and when vacancies arise.

NB The actual cost of administering the election of all 41 Lewes District councillors every 4 years is substantially more than the annual budget, as is the case for 2015/16 shown above.

Acting as agents of external organisations in administering other elections such as Parliamentary, European, County, Sussex Police and Crime Commissioner and Town and Parish Councils. The additional costs incurred in administering these elections are not included within this budget but are held in separate agency accounts so that they can be reimbursed by the appropriate organisation.

Budget changes

There are no major changes between the budgets for 2016/17 and 2017/18.

CENTRAL SERVICES - REGISTRATION OF ELECTORS	2015/16 ACTUAL £	2016/17 BUDGET £	2017/18 BUDGET £
Operating Expenditure			
Employees	84,903	89,900	92,000
Transport	462	700	500
Supplies and Services	66,179	72,300	69,000
TOTAL OPERATING EXPENDITURE	151,544	162,900	161,500
Income			
Sales	(1,338)	(1,000)	(1,000)
Fees and Charges	(2,125)	-	-
Government Grants	(31,574)	-	-
TOTAL INCOME	(35,037)	(1,000)	(1,000)
NET OPERATING EXPENDITURE	116,507	161,900	160,500
Support Services	50,895	43,600	53,000
NET SERVICE EXPENDITURE	167,402	205,500	213,500

Service description

Maintaining the register of electors so that all those eligible to vote in elections are able to do so.

Budget changes

There are no major changes between the budgets for 2016/17 and 2017/18.

CENTRAL SERVICES - EMERGENCY PLANNING	2015/16 ACTUAL £	2016/17 BUDGET £	2017/18 BUDGET £
Operating Expenditure			
Employees	14,500	14,100	22,000
Transport	1,000	1,000	1,000
Supplies and Services	22,888	22,600	24,000
TOTAL OPERATING EXPENDITURE	38,388	37,700	47,000
Income	-	-	-
TOTAL INCOME	-	-	-
NET OPERATING EXPENDITURE	38,388	37,700	47,000
Support Services	2,837	3,500	5,000
NET SERVICE EXPENDITURE	41,225	41,200	52,000

Service description

Providing the Council's 24 hour response service for emergencies and coordinating the Council's corporate support for emergency planning and business continuity planning.

Budget changes

The main changes between the budgets for 2016/17 and 2017/18 are as follows:

2016/17 Budget	41,200
Employees - pay award, increments and review of staff time allocations	7,900
Net effect of minor changes	2,900
2017/18 Budget	52,000

CENTRAL SERVICES - LOCAL LAND CHARGES	2015/16 ACTUAL £	2016/17 BUDGET £	2017/18 BUDGET £
Operating Expenditure			
Employees	66,401	68,600	69,000
Transport	191	300	-
Supplies and Services	27,826	49,800	54,400
TOTAL OPERATING EXPENDITURE	94,418	118,700	123,400
Income			
Fees and Charges	(142,580)	(140,000)	(140,000)
Government Grants	(107,286)	-	-
TOTAL INCOME	(249,866)	(140,000)	(140,000)
NET OPERATING EXPENDITURE	(155,448)	(21,300)	(16,600)
Support Services	32,100	29,300	35,000
NET SERVICE EXPENDITURE	(123,348)	8,000	18,400

Service description

Maintaining the register of local land charges and dealing with requests for certificates of search and other enquiries.

Budget changes

There are no major changes between the budgets for 2016/17 and 2017/18.

CENTRAL SERVICES - VOLUNTARY SECTOR SUPPORT	2015/16 ACTUAL £	2016/17 BUDGET £	2017/18 BUDGET £
Operating Expenditure			
Employees	8,200	8,500	8,000
Transport	-	100	-
Supplies and Services	-	-	10,000
Transfer Payments			
- Citizens Advice Bureau	153,740	167,200	167,200
- 3VA	31,500	31,500	28,000
- Action in Rural Sussex	3,500	3,500	3,500
- Sompriti	10,000	10,000	10,000
TOTAL OPERATING EXPENDITURE	206,940	220,800	226,700
Income	-	-	-
TOTAL INCOME	-	-	-
NET OPERATING EXPENDITURE	206,940	220,800	226,700
Support Services	2,400	2,100	3,000
NET SERVICE EXPENDITURE BEFORE RECHARGES	209,340	222,900	229,700
Recharges to the Housing Revenue Account	(22,800)	(34,000)	(24,000)
NET SERVICE EXPENDITURE	186,540	188,900	205,700

Service description

Supporting the voluntary sector and community organisations with financial contributions towards their operating costs.

Budget changes

The main changes between the budgets for 2016/17 and 2017/18 are as follows:

2016/17 Budget	188,900
Supplies and Services - funding for start up costs of a local lottery	10,000
Net effect of minor changes	6,800
2017/18 Budget	205,700

CENTRAL SERVICES - RESOURCE ANALYSIS	2015/16 ACTUAL £	2016/17 BUDGET £	2017/18 BUDGET £
Operating Expenditure			
Employees	626,270	608,500	640,400
Premises	9,505	2,500	2,500
Transport	7,569	6,200	4,900
Supplies and Services	320,547	274,700	294,500
Transfer Payments	198,740	251,200	247,700
TOTAL OPERATING EXPENDITURE	1,162,631	1,143,100	1,190,000
Income			
Sales	(1,412)	(1,000)	(1,000)
Fees and Charges	(323,434)	(326,500)	(326,500)
Government Grants	(138,860)	-	-
Non-Government Grants, Reimbursements and Contributions	(136,866)	(213,000)	(217,000)
TOTAL INCOME	(600,572)	(540,500)	(544,500)
NET OPERATING EXPENDITURE	562,059	602,600	645,500
Support Services	377,535	364,100	386,000
NET SERVICE EXPENDITURE BEFORE RECHARGES	939,594	966,700	1,031,500
Recharges from other General Fund Services	304,400	315,000	315,000
Recharges to the Housing Revenue Account	(22,800)	(34,000)	(24,000)
TOTAL CENTRAL SERVICES	1,221,194	1,247,700	1,322,500

CULTURAL AND RELATED SERVICES - SUMMARY OF NET SERVICE EXPENDITURE	2015/16 ACTUAL £	2016/17 BUDGET £	2017/18 BUDGET £
Culture and Heritage			
- Arts Development and Support	33,760	35,300	36,500
- Newhaven Fort	115,972	113,900	107,900
	149,732	149,200	144,400
Recreation and Sport			
- Leisure Centres and Swimming Pools	557,373	531,800	430,400
- Sports and Playing Fields	312,653	313,500	286,200
	870,026	845,300	716,600
Open Spaces	680,986	660,300	657,200
Tourism	225,313	242,900	260,200
TOTAL CULTURAL AND RELATED SERVICES	1,926,057	1,897,700	1,778,400

CULTURAL AND RELATED SERVICES - ARTS DEVELOPMENT AND SUPPORT	2015/16 ACTUAL £	2016/17 BUDGET £	2017/18 BUDGET £
Operating Expenditure			
Employees	22,100	22,800	21,000
Transport	-	100	-
Supplies and Services	16,613	17,500	19,500
TOTAL OPERATING EXPENDITURE	38,713	40,400	40,500
Income			
Fees and Charges	(11,453)	(11,000)	(13,000)
TOTAL INCOME	(11,453)	(11,000)	(13,000)
NET OPERATING EXPENDITURE	27,260	29,400	27,500
Support Services	6,500	5,900	9,000
NET SERVICE EXPENDITURE	33,760	35,300	36,500

Service description

Promoting and developing cultural activities in the District and organising the annual Artwave event.

Budget changes

There are no major changes between the budgets for 2016/17 and 2017/18.

CULTURAL AND RELATED SERVICES - NEWHAVEN FORT	2015/16 ACTUAL £	2016/17 BUDGET £	2017/18 BUDGET £
Operating Expenditure			
Employees	20,793	3,100	4,000
Premises	10,257	5,800	4,200
Transport	(3,024)	-	-
Supplies and Services	14,832	-	-
Third Party Payments - Wave Leisure Trust service fee	95,522	104,200	104,200
TOTAL OPERATING EXPENDITURE	138,380	113,100	112,400
Income			
Fees and Charges	(87)	-	-
Rents	(5,479)	-	(5,500)
Non-Government Grants, Reimbursements and Contributions	(17,092)	-	-
TOTAL INCOME	(22,658)	-	(5,500)
NET OPERATING EXPENDITURE	115,722	113,100	106,900
Support Services	250	800	1,000
NET SERVICE EXPENDITURE	115,972	113,900	107,900

Service description

Maintaining and displaying the museum and its exhibits for the education and enjoyment of visitors.

In 2015/16 the Council transferred the operation of this facility to Wave Leisure under a management agreement whereby the Council retains ownership of the Fort.

Under the agreement Wave Leisure incurs day to day operating expenditure, receives day to day income from paying visitors, and receives a service fee from the Council.

Budget changes

There are no major changes between the budgets for 2016/17 and 2017/18.

CULTURAL AND RELATED SERVICES - LEISURE CENTRES AND SWIMMING POOLS	2015/16 ACTUAL £	2016/17 BUDGET £	2017/18 BUDGET £
Operating Expenditure			
Employees	14,200	14,600	17,000
Premises	51,009	134,300	134,300
Transport	-	300	-
Supplies and Services	-	400	400
Third Party Payments			
- Wave Leisure Trust service fee	522,250	417,900	313,000
Transfer Payments			
- Lewes Athletic Track	8,582	8,700	8,700
TOTAL OPERATING EXPENDITURE	596,041	576,200	473,400
Income			
Non-Government Grants, Reimbursements and Contributions			
- Contributions from Wave Leisure Trust	(15,600)	(20,000)	(20,000)
Miscellaneous			
- Photo Voltaic Solar Panel feed-in tariff	(27,468)	(30,000)	(30,000)
TOTAL INCOME	(43,068)	(50,000)	(50,000)
NET OPERATING EXPENDITURE	552,973	526,200	423,400
Support Services	4,400	5,600	7,000
NET SERVICE EXPENDITURE	557,373	531,800	430,400

Service description

Providing indoor sports and swimming facilities at Lewes and Peacehaven Leisure Centres, indoor and outdoor sports facilities at Downs Leisure Centre, Seaford and swimming and gym facilities at Seahaven Pool, Newhaven.

Wave Leisure Trust carries out the day to day operation of these facilities under a management agreement with the Council.

Budget changes

The main changes between the budgets for 2016/17 and 2017/18 are as follows:

2016/17 Budget	531,800
Third Party Payments - reduction in Wave Leisure Trust service fee	(104,900)
Net effect of minor budget variations	3,500
2017/18 Budget	430,400

CULTURAL AND RELATED SERVICES - SPORTS AND PLAYING FIELDS	2015/16 ACTUAL £	2016/17 BUDGET £	2017/18 BUDGET £
Operating Expenditure			
Employees	40,300	44,200	24,000
Premises			
- Grounds Maintenance Contract	233,023	238,700	242,300
- Other Premises Expenditure	37,820	40,600	37,300
Transport	3,700	4,000	1,000
Supplies and Services	3,297	3,300	3,200
TOTAL OPERATING EXPENDITURE	318,140	330,800	307,800
Income			
Fees and Charges	(11,620)	(20,200)	(14,500)
Rents	(15,850)	(16,900)	(16,900)
Miscellaneous	(3,426)	(2,600)	(4,200)
TOTAL INCOME	(30,896)	(39,700)	(35,600)
NET OPERATING EXPENDITURE	287,244	291,100	272,200
Support Services	25,409	22,400	14,000
NET SERVICE EXPENDITURE	312,653	313,500	286,200

Service description

Managing and maintaining sports and playing fields within the District - for example, football, rugby and cricket pitches.

Budget changes

The main changes between the budgets for 2016/17 and 2017/18 are as follows:

2016/17 Budget	313,500
Employees - reduction from efficiency savings and review of staff time allocations	(21,200)
Net effect of minor budget variations	(6,100)
2017/18 Budget	286,200

CULTURAL AND RELATED SERVICES - OPEN SPACES	2015/16 ACTUAL £	2016/17 BUDGET £	2017/18 BUDGET £
Operating Expenditure			
Employees	221,400	228,700	206,000
Premises			
- Grounds Maintenance Contract	292,611	235,100	267,400
- Other Premises Expenditure	100,114	115,500	111,400
Transport	24,427	26,900	18,000
Supplies and Services	73,282	63,400	69,200
TOTAL OPERATING EXPENDITURE	711,834	669,600	672,000
Income			
Fees and Charges	(52,946)	(25,500)	(47,500)
Government Grants	(13,686)	-	-
Rents	(11,381)	(9,400)	(8,800)
Non-Government Grants, Reimbursements and Contributions	(18,843)	(25,200)	(25,200)
Miscellaneous	(1,533)	(1,200)	(1,300)
TOTAL INCOME	(98,389)	(61,300)	(82,800)
NET OPERATING EXPENDITURE	613,445	608,300	589,200
Support Services	67,541	52,000	68,000
NET SERVICE EXPENDITURE	680,986	660,300	657,200

Service description

Managing and maintaining parks, open spaces and nature reserves within the District.

Budget changes

The main changes between the budgets for 2016/17 and 2017/18 are as follows:

2016/17 Budget	660,300
Employees - reduction from efficiency savings and review of staff time allocations	(22,700)
Premises - increase in cost of grounds maintenance as one site not devolved as planned	28,800
Fees and Charges - additional income from increases in usage and in prices	(22,000)
Support Services - increase following review of support staff allocations	16,000
Net effect of minor budget variations	(3,200)
2017/18 Budget	657,200

CULTURAL AND RELATED SERVICES - TOURISM	2015/16 ACTUAL £	2016/17 BUDGET £	2017/18 BUDGET £
Operating Expenditure			
Employees	142,796	149,300	146,600
Premises	29,411	30,200	30,100
Transport	533	800	600
Supplies and Services	72,184	73,900	125,500
Third Party Payments			
- Contribution to Peacehaven Town Council TIC	15,199	15,700	15,700
TOTAL OPERATING EXPENDITURE	260,123	269,900	318,500
Income			
Sales	(73,653)	(59,700)	(97,600)
Fees and Charges	(715)	(5,700)	(5,700)
TOTAL INCOME	(74,368)	(65,400)	(103,300)
NET OPERATING EXPENDITURE	185,755	204,500	215,200
Support Services	39,558	38,400	45,000
NET SERVICE EXPENDITURE	225,313	242,900	260,200

Service description

Promoting tourism and public information within the District including the direct provision of Tourist Information Centres (TIC's) in Lewes and Seaford and a contribution towards the provision of a TIC in Peacehaven operated by Peacehaven Town Council.

Budget changes

The main changes between the budgets for 2016/17 and 2017/18 are as follows:

2016/17 Budget		242,900
Increase in range and turnover of tickets and souvenirs		
- Supplies and Services: increase in purchase of goods for resale	31,900	
- Sales: increase in income from goods for resale	<u>(37,900)</u>	
		(6,000)
Supplies and Services - funding to develop an effective and sustainable tourism strategy		30,000
Net effect of minor budget variations		(6,700)
2017/18 Budget		260,200

CULTURAL AND RELATED SERVICES - RESOURCE ANALYSIS	2014/15 ACTUAL £	2015/16 BUDGET £	2016/17 BUDGET £
Operating Expenditure			
Employees	461,589	462,700	418,600
Premises	754,245	800,200	827,000
Transport	25,636	32,100	19,600
Supplies and Services	180,208	158,500	217,800
Third Party Payments	632,971	537,800	432,900
Transfer Payments	8,582	8,700	8,700
TOTAL OPERATING EXPENDITURE	2,063,231	2,000,000	1,924,600
Income			
Sales	(73,653)	(59,700)	(97,600)
Fees and Charges	(76,821)	(62,400)	(80,700)
Rents	(32,710)	(26,300)	(31,200)
Government Grants	(13,686)	-	-
Non-Government Grants, Reimbursements and Contributions	(51,535)	(45,200)	(45,200)
Miscellaneous	(32,427)	(33,800)	(35,500)
TOTAL INCOME	(280,832)	(227,400)	(290,200)
NET OPERATING EXPENDITURE	1,782,399	1,772,600	1,634,400
Support Services	143,658	125,100	144,000
TOTAL CULTURAL AND RELATED SERVICES	1,926,057	1,897,700	1,778,400

ENVIRONMENTAL AND REGULATORY SERVICES - SUMMARY OF NET SERVICE EXPENDITURE	2015/16 ACTUAL £	2016/17 BUDGET £	2017/18 BUDGET £
Cemeteries	51,505	46,400	23,500
Coast Protection	28,982	57,000	61,600
Community Safety	(9,439)	8,500	20,000
Flood Defences and Land Drainage	176,050	179,600	179,000
Regulatory Services			
- Animal and Pest Control	178,216	202,100	216,400
- Environmental Protection	321,286	240,600	249,400
- Food Safety	174,377	174,000	160,900
- Health and Safety	59,497	63,100	120,500
- Licensing	(26,589)	27,500	45,400
- Port Health	19,063	20,900	20,500
- Public Conveniences	244,865	235,100	237,700
- Public Health	156,097	143,400	140,800
	1,126,812	1,106,700	1,191,600
Recycling	1,295,066	1,229,800	1,147,500
Street Cleansing	613,155	788,800	838,000
Waste Collection	1,090,399	1,180,100	1,216,900
TOTAL ENVIRONMENTAL & REGULATORY SERVICES	4,372,530	4,596,900	4,678,100

ENVIRONMENTAL AND REGULATORY SERVICES - CEMETERIES	2015/16 ACTUAL £	2016/17 BUDGET £	2017/18 BUDGET £
Operating Expenditure			
Employees	49,533	56,000	39,000
Premises			
- Grounds Maintenance Contract	98,215	103,900	105,400
- Other Premises Expenditure	24,607	15,000	15,500
Transport	3,200	2,800	1,000
Supplies and Services	893	600	600
TOTAL OPERATING EXPENDITURE	176,448	178,300	161,500
Income			
Fees and Charges	(132,926)	(150,300)	(142,300)
Rents	(10,717)	(10,700)	(10,700)
TOTAL INCOME	(143,643)	(161,000)	(153,000)
NET OPERATING EXPENDITURE	32,805	17,300	8,500
Support Services	18,700	29,100	15,000
NET SERVICE EXPENDITURE	51,505	46,400	23,500

Service description

Managing and maintaining Lewes Cemetery and Seaford Cemetery and maintaining 8 closed churchyards

Budget changes

The main changes between the budgets for 2016/17 and 2017/18 are as follows:

2016/17 Budget	46,400
Employees - reduction from efficiency savings and review of staff time allocations	(17,000)
Fees and Charges	
- reduction in number of burials	13,000
- increase in prices	<u>(5,000)</u>
	8,000
Support Services - reduction following review of support staff allocations	(14,100)
Net effect of minor budget variations	200
2017/18 Budget	23,500

ENVIRONMENTAL AND REGULATORY SERVICES - COAST PROTECTION	2015/16 ACTUAL £	2016/17 BUDGET £	2017/18 BUDGET £
Operating Expenditure			
Employees	29,500	37,500	36,000
Premises	6,256	20,600	20,600
Transport	1,000	800	1,200
Supplies and Services	625	4,500	4,500
TOTAL OPERATING EXPENDITURE	37,381	63,400	62,300
Income			
Non-Government Grants, Reimbursements and Contributions - Contributions from East Sussex County Council	(15,599)	(17,000)	(10,700)
TOTAL INCOME	(15,599)	(17,000)	(10,700)
NET OPERATING EXPENDITURE	21,782	46,400	51,600
Support Services	7,200	10,600	10,000
NET SERVICE EXPENDITURE	28,982	57,000	61,600

Service description

Protecting coastal areas against erosion and sea encroachment by providing and maintaining sea defences.

Budget changes

There are no major changes between the budgets for 2016/17 and 2017/18.

ENVIRONMENTAL AND REGULATORY SERVICES - COMMUNITY SAFETY	2015/16 ACTUAL £	2016/17 BUDGET £	2017/18 BUDGET £
Operating Expenditure			
Supplies and Services	24,752	8,500	20,000
TOTAL OPERATING EXPENDITURE	24,752	8,500	20,000
Income			
Non-Government Grants, Reimbursements and Contributions - Contributions from East Sussex County Council	(34,191)	-	-
TOTAL INCOME	(34,191)	-	-
NET OPERATING EXPENDITURE	(9,439)	8,500	20,000
Support Services		-	
NET SERVICE EXPENDITURE	(9,439)	8,500	20,000

Service description

Co-ordinating initiatives with the Police, other Councils and other agencies to promote safer communities.

Budget changes

The main changes between the budgets for 2016/17 and 2017/18 are as follows:

2016/17 Budget	8,500
Supplies and Services - increased and improved coverage through partnership work	11,500
2017/18 Budget	20,000

ENVIRONMENTAL AND REGULATORY SERVICES - FLOOD DEFENCES AND LAND DRAINAGE	2015/16 ACTUAL £	2016/17 BUDGET £	2017/18 BUDGET £
Operating Expenditure			
Employees	26,700	28,300	26,000
Transport	1,300	-	1,000
Premises	926	-	136,000
Supplies and Services	69,262	9,000	9,000
Third Party Payment - Environment Agency Levy	131,761	134,400	-
TOTAL OPERATING EXPENDITURE	229,949	171,700	172,000
Income			
Government Grants	(61,499)	-	-
TOTAL INCOME	(61,499)	-	-
NET OPERATING EXPENDITURE	168,450	171,700	172,000
Support Services	7,600	7,900	7,000
NET SERVICE EXPENDITURE	176,050	179,600	179,000

Service description

Protecting inland areas against flooding by preventative work and by working with partners.

During 2016/17 the levy payable to the Environment Agency ceased and the functions previously discharged in return for the levy became the direct responsibility of the Council.

In 2017/18 the Council is using this budget to finance a number of flood management and defence schemes that are included within the Council's Capital Programme.

Budget changes

The main changes between the budgets for 2016/17 and 2017/18 are as follows:

2016/17 Budget	179,600
Premises - locally determined direct investment into flood defence schemes included within the Council's Capital programme.	136,000
Third Party Payment - Environment Agency Levy ceased in December 2016.	(134,400)
Net effect of minor budget variations	(2,200)
2017/18 Budget	179,000

ENVIRONMENTAL AND REGULATORY SERVICES - ANIMAL AND PEST CONTROL	2015/16 ACTUAL £	2016/17 BUDGET £	2017/18 BUDGET £
Operating Expenditure			
Employees	125,820	127,400	136,000
Premises	-	1,000	800
Transport	11,775	15,000	12,200
Supplies and Services	26,004	32,200	39,900
TOTAL OPERATING EXPENDITURE	163,599	175,600	188,900
Income			
Fees and Charges	(9,815)	(14,900)	(10,500)
TOTAL INCOME	(9,815)	(14,900)	(10,500)
NET OPERATING EXPENDITURE	153,784	160,700	178,400
Support Services	24,432	41,400	38,000
NET SERVICE EXPENDITURE	178,216	202,100	216,400

Service description

Dealing with stray dogs, dangerous dogs and dog fouling issues, providing animal welfare advice and enforcement, and controlling rats, mice, wasps and other pests.

Budget changes

The main changes between the budgets for 2016/17 and 2017/18 are as follows:

2016/17 Budget	202,100
Employees - pay award, increments and review of staff time allocations	8,600
Net effect of minor budget variations	5,700
2017/18 Budget	216,400

ENVIRONMENTAL AND REGULATORY SERVICES - ENVIRONMENTAL PROTECTION	2015/16 ACTUAL £	2016/17 BUDGET £	2017/18 BUDGET £
Operating Expenditure			
Employees	223,625	169,300	169,000
Premises	-	-	900
Transport	7,375	5,500	5,100
Supplies and Services	120,007	25,000	26,100
TOTAL OPERATING EXPENDITURE	351,007	199,800	201,100
Income			
Fees and Charges	(7,721)	(3,900)	(4,700)
Non-Government Grants, Reimbursements and Contributions - Contributions from Other Local Authorities	(76,500)	-	-
TOTAL INCOME	(84,221)	(3,900)	(4,700)
NET OPERATING EXPENDITURE	266,786	195,900	196,400
Support Services	54,500	44,700	53,000
NET SERVICE EXPENDITURE	321,286	240,600	249,400

Service description

Protecting the environment by carrying out statutory activities and duties including air monitoring, contaminated land and integrated pollution control, together with anti-flytipping and environmental crime.

Budget changes

There are no major changes between the budgets for 2016/17 and 2017/18.

ENVIRONMENTAL AND REGULATORY SERVICES - FOOD SAFETY	2015/16 ACTUAL £	2016/17 BUDGET £	2017/18 BUDGET £
Operating Expenditure			
Employees	124,604	128,600	119,000
Transport	11,300	10,700	9,000
Supplies and Services	8,210	5,400	5,400
TOTAL OPERATING EXPENDITURE	144,114	144,700	133,400
Income			
Fees and Charges	(196)	(2,500)	(2,500)
TOTAL INCOME	(196)	(2,500)	(2,500)
NET OPERATING EXPENDITURE	143,918	142,200	130,900
Support Services	30,459	31,800	30,000
NET SERVICE EXPENDITURE	174,377	174,000	160,900

Service description

Protecting public health and reducing the incidence of food poisoning by carrying out regular inspections of food premises, testing food samples, running food hygiene courses and investigating incidents of food poisoning.

Budget changes

The main changes between the budgets for 2016/17 and 2017/18 are as follows:

2016/17 Budget	174,000
Employees - reduction following review of staff time allocations	(9,600)
Net effect of minor budget variations	(3,500)
2017/18 Budget	160,900

ENVIRONMENTAL AND REGULATORY SERVICES - HEALTH AND SAFETY	2015/16 ACTUAL £	2016/17 BUDGET £	2017/18 BUDGET £
Operating Expenditure			
Employees	36,716	37,800	80,000
Transport	3,110	3,000	3,000
Supplies and Services	13,140	16,500	16,500
TOTAL OPERATING EXPENDITURE	52,966	57,300	99,500
Income			
Non-Government Grants, Reimbursements and Contributions	(3,500)	(3,500)	(6,000)
TOTAL INCOME	(3,500)	(3,500)	(6,000)
NET OPERATING EXPENDITURE	49,466	53,800	93,500
Support Services	10,031	9,300	27,000
NET SERVICE EXPENDITURE	59,497	63,100	120,500

Service description

Protecting public health by carrying out health and safety at work inspections, investigations of notified incidents, and enforcement work, principally under the Health and Safety at Work Act 1974

Budget changes

The main changes between the budgets for 2016/17 and 2017/18 are as follows:

2016/17 Budget	63,100
Employees - increase following review of management and staff time allocations	41,500
Support Services - increase following review of overhead allocations	17,700
Net effect of minor budget variations	(1,800)
2017/18 Budget	120,500

ENVIRONMENTAL AND REGULATORY SERVICES - LICENSING	2015/16 ACTUAL £	2016/17 BUDGET £	2017/18 BUDGET £
Operating Expenditure			
Employees	136,750	147,300	172,100
Transport	5,689	5,500	5,200
Supplies and Services	14,004	27,200	26,900
TOTAL OPERATING EXPENDITURE	156,443	180,000	204,200
Income			
Fees and Charges	(238,502)	(215,600)	(212,800)
TOTAL INCOME	(238,502)	(215,600)	(212,800)
NET OPERATING EXPENDITURE	(82,059)	(35,600)	(8,600)
Support Services	55,470	63,100	54,000
NET SERVICE EXPENDITURE	(26,589)	27,500	45,400

Service description

Operating various statutory licensing regimes, for example under the Licensing Act 2003 and the Gambling Act 2005, including alcohol, animal welfare, caravan sites and gambling.
Regulating taxis and minicabs.

Budget changes

The main changes between the budgets for 2016/17 and 2017/18 are as follows:

2016/17 Budget	27,500
Employees - pay award, increments and review of staff time allocations	24,800
Net effect of minor budget variations	(6,900)
2017/18 Budget	45,400

ENVIRONMENTAL AND REGULATORY SERVICES - PORT HEALTH	2015/16 ACTUAL £	2016/17 BUDGET £	2017/18 BUDGET £
Operating Expenditure			
Employees	13,800	14,600	14,000
Transport	1,000	1,000	1,000
Supplies and Services	1,563	1,700	1,500
TOTAL OPERATING EXPENDITURE	16,363	17,300	16,500
Income	-	-	-
TOTAL INCOME	-	-	-
NET OPERATING EXPENDITURE	16,363	17,300	16,500
Support Services	2,700	3,600	4,000
NET SERVICE EXPENDITURE	19,063	20,900	20,500

Service description

Monitoring and inspecting food imported through Newhaven Port, monitoring water safety and controlling infectious diseases.

Budget changes

There are no major changes between the budgets for 2016/17 and 2017/18.

ENVIRONMENTAL AND REGULATORY SERVICES - PUBLIC CONVENIENCES	2015/16 ACTUAL £	2016/17 BUDGET £	2017/18 BUDGET £
Operating Expenditure			
Employees	10,900	10,400	12,000
Premises			
- Cleaning Contract	143,509	146,000	149,700
- Other Premises Expenditure	76,423	62,200	59,200
Transport	-	100	-
Supplies and Services	11,933	12,500	12,800
TOTAL OPERATING EXPENDITURE	242,765	231,200	233,700
Income	-	-	-
TOTAL INCOME	-	-	-
NET OPERATING EXPENDITURE	242,765	231,200	233,700
Support Services	2,100	3,900	4,000
NET SERVICE EXPENDITURE	244,865	235,100	237,700

Service description

Managing and maintaining 16 public conveniences within the District.

Budget changes

There are no major changes between the budgets for 2016/17 and 2017/18.

ENVIRONMENTAL AND REGULATORY SERVICES - PUBLIC HEALTH	2015/16 ACTUAL £	2016/17 BUDGET £	2017/18 BUDGET £
Operating Expenditure			
Employees	86,160	69,200	67,000
Transport	4,700	3,800	3,000
Supplies and Services	44,820	57,300	57,800
TOTAL OPERATING EXPENDITURE	135,680	130,300	127,800
Income			
Fees and Charges	(1,183)	(4,000)	(4,000)
TOTAL INCOME	(1,183)	(4,000)	(4,000)
NET OPERATING EXPENDITURE	134,497	126,300	123,800
Support Services	21,600	17,100	17,000
NET SERVICE EXPENDITURE	156,097	143,400	140,800

Service description

Statutory regulation of public health and hygiene.

Budget changes

There are no major changes between the budgets for 2016/17 and 2017/18.

ENVIRONMENTAL AND REGULATORY SERVICES - RECYCLING	2015/16 ACTUAL £	2016/17 BUDGET £	2017/18 BUDGET £
Operating Expenditure			
Employees	1,145,882	1,034,000	1,058,100
Premises	45,591	48,600	44,600
Transport	355,035	331,700	350,000
Supplies and Services	96,177	144,000	109,900
TOTAL OPERATING EXPENDITURE	1,642,685	1,558,300	1,562,600
Income			
Sales	(158,612)	(150,000)	(230,000)
Fees and Charges	(615)	(800)	(500)
Non-Government Grants, Reimbursements and Contributions - East Sussex County Council Recycling Credits	(338,021)	(330,000)	(365,000)
TOTAL INCOME	(497,248)	(480,800)	(595,500)
NET OPERATING EXPENDITURE	1,145,437	1,077,500	967,100
Support Services	149,629	152,300	180,400
NET SERVICE EXPENDITURE	1,295,066	1,229,800	1,147,500

Service description

Collecting items from households for recycling and encouraging and promoting recycling across the district.

Budget changes

The main changes between the budgets for 2016/17 and 2017/18 are as follows:

2016/17 Budget	1,229,800
Employees - pay award, increments and other payroll increases	24,100
Transport - increase in vehicle maintenance costs	24,000
Supplies and Services - reduction from £65,300 to £30,000 in food caddy liners budget (funded from reserve)	(35,300)
Sales - increase in market prices for recycle	(80,000)
Non-Government Grants, Reimbursements and Contributions - increase in recycling credits paid by ESCC	(35,000)
Support Services - increase following review of management and support staff allocations	28,100
Net effect of minor budget variations	(8,200)
2017/18 Budget	1,147,500

ENVIRONMENTAL AND REGULATORY SERVICES - STREET CLEANSING	2015/16 ACTUAL £	2016/17 BUDGET £	2017/18 BUDGET £
Operating Expenditure			
Employees	470,563	590,500	601,100
Premises	7,300	7,000	8,000
Transport	162,919	162,000	170,000
Supplies and Services	29,254	45,300	38,200
TOTAL OPERATING EXPENDITURE	670,036	804,800	817,300
Income			
Fees and Charges	(41,876)	(40,000)	(26,000)
Sales	(6,005)	-	-
TOTAL INCOME	(47,881)	(40,000)	(26,000)
NET OPERATING EXPENDITURE	622,155	764,800	791,300
Support Services	68,200	101,200	124,400
NET SERVICE EXPENDITURE BEFORE RECHARGES	690,355	866,000	915,700
Recharges to other General Fund Services	(77,200)	(77,200)	(77,700)
NET SERVICE EXPENDITURE	613,155	788,800	838,000

Service description

Sweeping and removal of litter to comply with section 89 of the Environmental Protection Act.
Emptying of litter and dog bins.

Budget changes

The main changes between the budgets for 2016/17 and 2017/18 are as follows:

2016/17 Budget			788,800
Employees - pay award, increments and other payroll increases			10,600
Transport - increase in vehicle maintenance costs			9,500
Fees and Charges - reduction in demand for services			14,000
Support Services - increase following review of management and support staff allocations			23,200
Net effect of minor budget variations			(8,100)
2017/18 Budget			838,000
Recharges to other General Fund Services comprises:			
Open Spaces	32,300	32,300	33,500
Parking Services	44,900	44,900	44,200
	77,200	77,200	77,700

ENVIRONMENTAL AND REGULATORY SERVICES - WASTE COLLECTION	2015/16 ACTUAL £	2016/17 BUDGET £	2017/18 BUDGET £
Operating Expenditure			
Employees	964,928	993,200	1,043,100
Premises	19,000	18,200	20,000
Transport	360,264	373,500	377,100
Supplies and Services	274,506	311,600	319,800
TOTAL OPERATING EXPENDITURE	1,618,698	1,696,500	1,760,000
Income			
Sales	(31,965)	(28,000)	(31,000)
Fees and Charges	(592,113)	(604,500)	(643,300)
Non-Government Grants, Reimbursements and Contributions - East Sussex County Council Recycling Credits	(26,096)	(10,000)	(26,000)
TOTAL INCOME	(650,174)	(642,500)	(700,300)
NET OPERATING EXPENDITURE	968,524	1,054,000	1,059,700
Support Services	158,675	162,500	190,400
NET SERVICE EXPENDITURE BEFORE RECHARGES	1,127,199	1,216,500	1,250,100
Recharges to other General Fund Services	(9,200)	(8,700)	(5,600)
Recharges to the Housing Revenue Account	(27,600)	(27,700)	(27,600)
NET SERVICE EXPENDITURE	1,090,399	1,180,100	1,216,900

Service description

Collecting household waste, bulky household items and trade waste for disposal, and collecting food waste for recycling. Trade Waste collection is carried out as a commercial activity.

Budget changes

The main changes between the budgets for 2016/17 and 2017/18 are as follows:

2016/17 Budget		1,180,100
Employees		
- additional post to support demand for waste services	25,400	
- pay award, increments and other payroll increases	<u>24,500</u>	49,900
Supplies and Services - increase in waste disposal costs		6,000
Fees and Charges - additional income from green waste and trade waste services		(38,800)
Increase in income from East Sussex County Council Recycling Credits		(16,000)
Support Services - increase following review of management and support staff allocations		27,900
Net effect of minor budget variations		7,800
2017/18 Budget		1,216,900

ENVIRONMENTAL AND REGULATORY SERVICES - RESOURCE ANALYSIS	2015/16 ACTUAL £	2016/17 BUDGET £	2017/18 BUDGET £
Operating Expenditure			
Employees	3,445,481	3,444,100	3,572,400
Premises	421,827	422,500	560,700
Transport	928,667	915,400	938,800
Supplies and Services	735,150	701,300	688,900
Third Party Payments	131,761	134,400	-
TOTAL OPERATING EXPENDITURE	5,662,886	5,617,700	5,760,800
Income			
Sales	(196,582)	(178,000)	(261,000)
Fees and Charges	(1,024,947)	(1,036,500)	(1,046,600)
Rents	(10,717)	(10,700)	(10,700)
Government Grants	(61,499)	-	-
Non-Government Grants, Reimbursements and Contributions	(493,907)	(360,500)	(407,700)
TOTAL INCOME	(1,787,652)	(1,585,700)	(1,726,000)
NET OPERATING EXPENDITURE	3,875,234	4,032,000	4,034,800
Support Services	611,296	678,500	754,200
NET SERVICE EXPENDITURE BEFORE RECHARGES	4,486,530	4,710,500	4,789,000
Recharges to other General Fund Services	(86,400)	(85,900)	(83,300)
Recharges to the Housing Revenue Account	(27,600)	(27,700)	(27,600)
TOTAL ENVIRONMENTAL & REGULATORY SERVICES	4,372,530	4,596,900	4,678,100

HIGHWAYS AND TRANSPORT SERVICES - SUMMARY OF NET SERVICE EXPENDITURE	2015/16 ACTUAL £	2016/17 BUDGET £	2017/18 BUDGET £
Street Naming, Numbering and Closures	6,608	24,200	24,000
Parking Services	(417,539)	(315,400)	(380,500)
TOTAL HIGHWAYS AND TRANSPORT SERVICES	(410,931)	(291,200)	(356,500)

HIGHWAYS AND TRANSPORT SERVICES - STREET NAMING, NUMBERING AND CLOSURES	2015/16 ACTUAL £	2016/17 BUDGET £	2017/18 BUDGET £
Operating Expenditure			
Employees	-	12,300	13,000
Premises	12,848	12,000	12,000
Transport	-	900	1,000
TOTAL OPERATING EXPENDITURE	12,848	25,200	26,000
Income			
Fees and Charges	(6,240)	(4,000)	(5,000)
TOTAL INCOME	(6,240)	(4,000)	(5,000)
NET OPERATING EXPENDITURE	6,608	21,200	21,000
Support Services	-	3,000	3,000
NET SERVICE EXPENDITURE	6,608	24,200	24,000

Service description

Naming and numbering new developments in the District, providing and maintaining street nameplates, and processing applications to close roads - for example, for Lewes Bonfire.

Budget changes

There are no major changes between the budgets for 2016/17 and 2017/18.

HIGHWAYS AND TRANSPORT SERVICES - PARKING SERVICES	2015/16 ACTUAL £	2016/17 BUDGET £	2017/18 BUDGET £
Operating Expenditure			
Employees	21,400	19,700	19,000
Premises	196,579	203,500	204,900
Transport	-	200	-
Supplies and Services			
- Car Park Management Contract	240,782	300,000	250,000
- Other Supplies and Services Expenditure	55,086	54,200	59,500
TOTAL OPERATING EXPENDITURE	513,847	577,600	533,400
Income			
Sales	(200)	(2,500)	-
Fees and Charges	(931,883)	(890,000)	(912,500)
Rents	(12,403)	(12,200)	(12,400)
Miscellaneous	-	(3,000)	-
TOTAL INCOME	(944,486)	(907,700)	(924,900)
NET OPERATING EXPENDITURE	(430,639)	(330,100)	(391,500)
Support Services	13,100	14,700	11,000
NET SERVICE INCOME	(417,539)	(315,400)	(380,500)

Service description

Managing and maintaining 44 car parks across the District - 20 off-street pay and display, 6 off-street permit only, 17 off-street non-chargeable and 1 multi-storey pay and display.

The Council has let a contract for the operational management of the car parks jointly with East Sussex County Council which is responsible for on-street parking within the Lewes district.

Budget changes

The main changes between the budgets for 2016/17 and 2017/18 are as follows:

2016/17 Budget	(315,400)
Supplies and Services - reduction in cost of Car Park Management Contract	(50,000)
Fees and Charges - increase in income from usage	(22,500)
Net effect of minor budget variations	7,400
2017/18 Budget	(380,500)

HIGHWAYS AND TRANSPORT SERVICES - RESOURCE ANALYSIS	2015/16 ACTUAL £	2016/17 BUDGET £	2017/18 BUDGET £
Operating Expenditure			
Employees	21,400	32,000	32,000
Premises	209,427	215,500	216,900
Transport	-	1,100	1,000
Supplies and Services	295,868	354,200	309,500
TOTAL OPERATING EXPENDITURE	526,695	602,800	559,400
Income			
Sales	(200)	(2,500)	-
Fees and Charges	(938,123)	(894,000)	(917,500)
Rents	(12,403)	(12,200)	(12,400)
Miscellaneous	-	(3,000)	-
TOTAL INCOME	(950,726)	(911,700)	(929,900)
NET OPERATING EXPENDITURE	(424,031)	(308,900)	(370,500)
Support Services	13,100	17,700	14,000
TOTAL HIGHWAYS AND TRANSPORT SERVICES	(410,931)	(291,200)	(356,500)

HOUSING GENERAL FUND SERVICES - SUMMARY OF NET SERVICE EXPENDITURE	2015/16 ACTUAL £	2016/17 BUDGET £	2017/18 BUDGET £
Housing Needs, Strategy and Advice	309,370	331,700	379,000
Private Sector Housing Renewal	233,628	253,900	271,500
Homelessness	432,232	447,900	377,200
Housing Benefit Payments and Subsidy	(157,952)	(459,500)	(461,500)
Housing Benefit Administration	608,147	695,500	701,600
Contribution to the HRA for Shared Amenities	156,018	166,400	158,500
TOTAL HOUSING GENERAL FUND SERVICES	1,581,443	1,435,900	1,426,300

HOUSING GENERAL FUND SERVICES - HOUSING NEEDS, STRATEGY, AND ADVICE	2015/16 ACTUAL £	2016/17 BUDGET £	2017/18 BUDGET £
Operating Expenditure			
Employees	199,000	205,500	209,000
Transport	15,300	14,300	13,000
Supplies and Services	5,947	20,000	60,000
TOTAL OPERATING EXPENDITURE	220,247	239,800	282,000
Income			
Fees and Charges	(777)	-	-
TOTAL INCOME	(777)	-	-
NET OPERATING EXPENDITURE	219,470	239,800	282,000
Support Services	89,900	91,900	97,000
NET SERVICE EXPENDITURE	309,370	331,700	379,000

Service description

Reviewing housing needs, preparing the Housing Strategy and the Home Energy Conservation plan, and managing allocations and nominations, the choice based lettings scheme and houses in multiple occupation.

Budget changes

The main changes between the budgets for 2016/17 and 2017/18 are as follows:

2016/17 Budget		331,700
Supplies and Services		
- feasibility study into providing low cost affordable rented homes	20,000	
- study of under occupied rural homes	<u>20,000</u>	
		40,000
Net effect of minor budget variations		7,300
2017/18 Budget		379,000

HOUSING GENERAL FUND SERVICES - PRIVATE SECTOR HOUSING RENEWAL	2015/16 ACTUAL £	2016/17 BUDGET £	2017/18 BUDGET £
Operating Expenditure			
Employees	156,100	166,300	180,000
Transport	7,768	5,600	9,000
Supplies and Services	1,360	12,900	2,000
TOTAL OPERATING EXPENDITURE	165,228	184,800	191,000
Income			
Fees and Charges	-	(1,500)	(1,500)
TOTAL INCOME	-	(1,500)	(1,500)
NET OPERATING EXPENDITURE	165,228	183,300	189,500
Support Services	68,400	70,600	82,000
NET SERVICE EXPENDITURE	233,628	253,900	271,500

Service description

Administering capital grants to homeowners for the improvement and repair of private sector dwellings and enforcing housing standards in the private sector.

Budget changes

The main changes between the budgets for 2016/17 and 2017/18 are as follows:

2016/17 Budget	253,900
Employees - pay award, increments and review of staff time allocations	13,700
Supplies and Services - contingency budget removed as efficiency saving	(11,000)
Support Services - increase following review of support staff allocations	11,400
Net effect of minor budget variations	3,500
2017/18 Budget	271,500

HOUSING GENERAL FUND SERVICES - HOMELESSNESS	2015/16 ACTUAL £	2016/17 BUDGET £	2017/18 BUDGET £
Operating Expenditure			
Employees	224,812	207,000	194,500
Premises			
- Private Sector Leasing	155,779	120,000	188,000
- Other Premises Expenditure	8,708	5,000	5,000
Transport	21,808	19,700	16,000
Transfer Payments	22,742	26,800	26,800
Supplies and Services			
- Bed and Breakfast Accommodation	292,611	240,000	240,000
- Other Supplies and Services	93,419	135,800	84,900
TOTAL OPERATING EXPENDITURE	819,879	754,300	755,200
Income			
Fees and Charges			
- Bed and Breakfast Reimbursement	(287,096)	(235,000)	(235,000)
- Other Fees and Charges	(9,910)	(15,000)	(15,000)
Rents - Private Sector Leasing	(144,641)	(130,000)	(198,000)
Non-Government Grants, Reimbursements and Contributions	(22,000)	-	-
TOTAL INCOME	(463,647)	(380,000)	(448,000)
NET OPERATING EXPENDITURE	356,232	374,300	307,200
Support Services	76,000	73,600	70,000
NET SERVICE EXPENDITURE	432,232	447,900	377,200

Service description

Providing temporary Bed and Breakfast accommodation while homeless applications are assessed and using property leased from the Private Sector to provide accommodation where housing duty is accepted.

Bed and Breakfast accommodation costs are recharged to tenants, whose entitlement to housing benefit is assessed on a case by case basis.

Private Sector Leasing (PSL) costs are fully reimbursed from the rents charged to tenants.

Budget changes

The main changes between the budgets for 2016/17 and 2017/18 are as follows:

2016/17 Budget	447,900
Employees - reduction from review of staff time allocations	(11,300)
Increase in the use of the private sector properties leasing scheme	
- Premises	68,000
- Rents	<u>(68,000)</u>
	-
Supplies and Services	
- ending of one year budget to develop and implement an extension to the PSL scheme	(50,000)
Net effect of minor budget variations	(9,400)
2017/18 Budget	377,200

HOUSING GENERAL FUND SERVICES - HOUSING BENEFIT PAYMENTS AND SUBSIDY	2015/16 ACTUAL £	2016/17 BUDGET £	2017/18 BUDGET £
Operating Expenditure			
Transfer Payments			
- Housing Benefit Payments of Rent Allowances	28,393,570	27,100,000	25,364,000
- Housing Benefit Payments of Non-HRA Rent Rebates	342,297	233,000	342,000
- Housing Benefit Payments of HRA Rent Rebates	8,676,807	8,470,000	8,305,000
	37,412,674	35,803,000	34,011,000
- Net Recovery of Overpaid Housing Benefits	(1,318,366)	(926,000)	(785,000)
TOTAL OPERATING EXPENDITURE	36,094,309	34,877,000	33,226,000
Income			
Government Grants			
- Housing Benefit Subsidy for Rent Allowances	(27,406,849)	(26,485,000)	(25,015,000)
- Housing Benefit Subsidy for Non-HRA Rent Rebates	(270,743)	(196,500)	(287,000)
- Housing Benefit Subsidy for HRA Rent Rebates	(8,395,054)	(8,427,000)	(8,209,000)
- Discretionary Housing Benefit Subsidy	(113,991)	(156,500)	(142,000)
- Housing Benefit Fraud Grant	(65,624)	(71,500)	(34,500)
TOTAL INCOME	(36,252,261)	(35,336,500)	(33,687,500)
NET SERVICE EXPENDITURE	(157,952)	(459,500)	(461,500)

Service description

Rent allowance payments to tenants of private landlords and registered social landlords.
Rent rebate payments to tenants of the Council's housing dwellings (HRA) and to tenants of non-HRA dwellings.
Eligible costs are reimbursed by Government subsidy.
Overpayments to claimants are subject to recovery action.

Budget changes

The changes between the budgets for 2016/17 and 2017/18 are shown in the table above.

Reductions in the values of benefit payments and Government subsidy are consistent with Government policy changes to reduce the cost of the national housing benefit scheme.

HOUSING GENERAL FUND SERVICES - HOUSING BENEFIT ADMINISTRATION	2015/16 ACTUAL £	2016/17 BUDGET £	2017/18 BUDGET £
Operating Expenditure			
Employees	513,917	588,000	594,000
Transport	5,068	5,700	3,400
Supplies and Services	97,712	68,600	71,200
TOTAL OPERATING EXPENDITURE	616,697	662,300	668,600
Income			
Fees and Charges	(429)	(2,000)	(2,000)
Government Grants	(68,956)	-	-
TOTAL INCOME	(69,385)	(2,000)	(2,000)
NET OPERATING EXPENDITURE	547,312	660,300	666,600
Support Services	365,235	350,200	350,000
NET SERVICE EXPENDITURE BEFORE RECHARGES	912,547	1,010,500	1,016,600
Recharges to other General Fund Services	(304,400)	(315,000)	(315,000)
NET SERVICE EXPENDITURE	608,147	695,500	701,600

Service description

Administering claims for housing benefit from public and private sector tenants and administering claims for council tax reduction from council tax payers. Investigating fraud and irregularity within the system.

The costs of administering claims for council tax reduction are recharged from this budget and shown in the Council Tax Reduction Scheme Administration service within Central Services.

Budget changes

There are no major changes between the budgets for 2016/17 and 2017/18.

HOUSING GENERAL FUND SERVICES - CONTRIBUTION TO HOUSING REVENUE ACCOUNT	2015/16 ACTUAL £	2016/17 BUDGET £	2017/18 BUDGET £
Operating Expenditure			
Amenities Shared by the Whole Community - Contribution to the HRA Grounds Maintenance Contract	156,018	166,400	158,500
NET SERVICE EXPENDITURE	156,018	166,400	158,500

Service description

Contribution as required by the Local Government and Housing Act 1989 in respect of recreational land and open spaces in the Housing Revenue Account (HRA) which benefits the wider community.

Budget changes

There are no major changes between the budgets for 2016/17 and 2017/18.

HOUSING GENERAL FUND SERVICES - RESOURCE ANALYSIS	2015/16 ACTUAL £	2016/17 BUDGET £	2017/18 BUDGET £
Operating Expenditure			
Employees	1,093,829	1,166,800	1,177,500
Premises	164,487	125,000	193,000
Transport	49,944	45,300	41,400
Supplies and Services	491,049	477,300	458,100
Transfer Payments	36,117,051	34,903,800	33,252,800
Amenities Shared by the Whole Community	156,018	166,400	158,500
TOTAL OPERATING EXPENDITURE	38,072,378	36,884,600	35,281,300
Income			
Fees and Charges	(298,212)	(253,500)	(253,500)
Rents	(144,641)	(130,000)	(198,000)
Government Grants	(36,321,217)	(35,336,500)	(33,687,500)
Non-Government Grants, Reimbursements and Contributions	(22,000)	-	-
TOTAL INCOME	(36,786,070)	(35,720,000)	(34,139,000)
NET OPERATING EXPENDITURE	1,286,308	1,164,600	1,142,300
Support Services	599,535	586,300	599,000
NET SERVICE EXPENDITURE BEFORE RECHARGES	1,885,843	1,750,900	1,741,300
Recharges to other General Fund Services	(304,400)	(315,000)	(315,000)
TOTAL HOUSING GENERAL FUND SERVICES	1,581,443	1,435,900	1,426,300

PLANNING SERVICES - SUMMARY OF NET SERVICE EXPENDITURE	2015/16 ACTUAL £	2016/17 BUDGET £	2017/18 BUDGET £
Building Control	123,646	(14,800)	(8,300)
Development Control	85,017	278,600	316,800
Planning Policy			
- Conservation and Listed Buildings	34,800	46,000	58,000
- Planning Policy	445,758	464,900	532,700
	480,558	510,900	590,700
Economic Development	918,666	584,500	450,100
Business Support	-	200,000	199,700
Newhaven Enterprise Centre	(65,143)	(121,700)	(137,000)
Industrial Estates	(596,186)	(579,000)	(571,600)
TOTAL PLANNING SERVICES	946,558	858,500	840,400

PLANNING SERVICES - BUILDING CONTROL	2015/16 ACTUAL £	2016/17 BUDGET £	2017/18 BUDGET £
Operating Expenditure			
Employees	284,400	225,800	217,000
Transport	11,100	10,100	8,000
Supplies and Services	25,394	11,200	11,200
TOTAL OPERATING EXPENDITURE	320,894	247,100	236,200
Income			
Fees and Charges	(305,148)	(353,500)	(328,500)
TOTAL INCOME	(305,148)	(353,500)	(328,500)
NET OPERATING EXPENDITURE	15,746	(106,400)	(92,300)
Support Services	107,900	91,600	84,000
NET SERVICE EXPENDITURE	123,646	(14,800)	(8,300)

Service description

Providing a statutory service to help ensure that new buildings and alterations and extensions to existing buildings are designed and built to safe, accessible and energy efficient standards which meet national requirements.

Fees are payable for checking building regulation applications and for inspecting work on-site.

Dealing with reports of dangerous structures to ensure public safety.

Budget changes

The main changes between the budgets for 2016/17 and 2017/18 are as follows:

2016/17 Budget	(14,800)
Employees - reduction following review of staff time allocations	(8,800)
Fees and Charges - reduction in line with levels of demand	25,000
Support Services - reduction following review of support staff allocations	(7,600)
Net effect of minor budget variations	(2,100)
2017/18 Budget	(8,300)

PLANNING SERVICES - DEVELOPMENT CONTROL	2015/16 ACTUAL £	2016/17 BUDGET £	2017/18 BUDGET £
Operating Expenditure			
Employees	619,530	731,700	786,500
Premises	1,884	5,000	-
Transport	40,926	47,700	38,000
Supplies and Services	122,101	61,200	60,400
TOTAL OPERATING EXPENDITURE	784,441	845,600	884,900
Income			
Fees and Charges	(506,445)	(414,700)	(439,700)
Non-Government Grants, Reimbursements and Contributions - Reimbursements from the South Downs National Park	(477,750)	(471,400)	(471,400)
TOTAL INCOME	(984,195)	(886,100)	(911,100)
NET OPERATING EXPENDITURE	(199,754)	(40,500)	(26,200)
Support Services	284,771	319,100	343,000
NET SERVICE EXPENDITURE	85,017	278,600	316,800

Service description

Dealing with planning applications and appeals, handling enquiries and providing advice, and enforcing planning decisions.

The Council acts as agent of the South Downs National Park (SDNP) Authority in respect of planning applications within those parts of the district which fall within the boundaries of the SDNP.

Budget changes

The main changes between the budgets for 2016/17 and 2017/18 are as follows:

2016/17 Budget	278,600
Employees	
- additional post to support demand for development control services	39,400
- pay award, increments and other payroll increases	<u>15,400</u>
	54,800
Transport - reduction in use of contract hire cars	(9,700)
Fees and Charges - increase in line with levels of demand	(25,000)
Support Services - increase following review of support staff allocations	23,900
Net effect of minor budget variations	(5,800)
2017/18 Budget	316,800

PLANNING SERVICES - CONSERVATION AND LISTED BUILDINGS	2015/16 ACTUAL £	2016/17 BUDGET £	2017/18 BUDGET £
Operating Expenditure			
Employees	26,300	34,000	44,000
Transport	1,600	2,600	2,000
TOTAL OPERATING EXPENDITURE	27,900	36,600	46,000
Income	-	-	-
TOTAL INCOME	-	-	-
NET OPERATING EXPENDITURE	27,900	36,600	46,000
Support Services	6,900	9,400	12,000
NET SERVICE EXPENDITURE	34,800	46,000	58,000

Service description

Determining planning policy for conservation, designating conservation areas and providing advice on historic buildings and conservation areas.

Budget changes

The main changes between the budgets for 2016/17 and 2017/18 are as follows:

2016/17 Budget	46,000
Employees - increase following review of staff time allocations	10,000
Net effect of minor budget variations	2,000
2017/18 Budget	58,000

PLANNING SERVICES - PLANNING POLICY	2015/16 ACTUAL £	2016/17 BUDGET £	2017/18 BUDGET £
Operating Expenditure			
Employees	281,700	327,700	331,000
Premises	860	-	500
Transport	16,600	15,900	14,000
Supplies and Services	133,674	25,200	105,200
TOTAL OPERATING EXPENDITURE	432,834	368,800	450,700
Income			
Fees and Charges	(10,021)	-	-
Government Grants	(35,000)	-	-
Non-Government Grants, Reimbursements and Contributions	(29,839)	-	-
TOTAL INCOME	(74,860)	-	-
NET OPERATING EXPENDITURE	357,974	368,800	450,700
Support Services	87,784	96,100	82,000
NET SERVICE EXPENDITURE	445,758	464,900	532,700

Service description

Preparing, implementing and monitoring the Council's local plan and its local development framework. Contributing to strategic and regional plans and providing planning policy advice, information and research.

The Council needs to undertake significant planning policy work in relation to its Local Plan (part 2) and in updating its Play strategy/Green spaces plan in order to inform future spending of the Community Infrastructure Levy, and has made a one year only provision in its 2017/18 Budget

Budget changes

The main changes between the budgets for 2016/17 and 2017/18 are as follows:

2016/17 Budget		464,900
Supplies and Services		
- one year only budgets for developing planning policy (funded from reserves):		
Local Plan part 2	40,000	
Play strategy/Green spaces	<u>40,000</u>	80,000
Support Services - reduction following review of support staff allocations		(14,100)
Net effect of minor budget variations		1,900
2017/18 Budget		532,700

PLANNING SERVICES - ECONOMIC DEVELOPMENT	2015/16 ACTUAL £	2016/17 BUDGET £	2017/18 BUDGET £
Operating Expenditure			
Employees	182,121	249,400	230,000
Premises	1,012	300	-
Transport	4,510	3,700	2,000
Supplies and Services	613,575	156,000	106,100
TOTAL OPERATING EXPENDITURE	801,218	409,400	338,100
Income			
Fees and Charges	(3,320)	-	-
Rents	-	(27,200)	-
Government Grants	(35,000)	-	-
Non-Government Grants, Reimbursements and Contributions	(72,036)	-	-
TOTAL INCOME	(110,356)	(27,200)	-
NET OPERATING EXPENDITURE	690,862	382,200	338,100
Support Services	227,804	202,300	112,000
NET SERVICE EXPENDITURE	918,666	584,500	450,100

Service description

Promoting regeneration and economic development initiatives across the district.

Budget changes

The main changes between the budgets for 2016/17 and 2017/18 are as follows:

2016/17 Budget	584,500
Employees	
- reduction following transfer of Newhaven Town Centre to Investment Properties service within Financing and Investment Income and Expenditure	(17,900)
Supplies and Services	
- ending of one year budget to provide financial assistance to help relocate local businesses within the Lewes district	(50,000)
Rents - budget transferred to Investment Properties service which is shown within Financing and Investment Income and Expenditure	27,200
Support Services	
- reduction in Legal support service charges as block allocation made in 2016/17 but allocations made direct to individual services in 2017/18 e.g. Industrial Estates, Investment Properties	(96,400)
Net effect of minor budget variations	2,700
2017/18 Budget	450,100

PLANNING SERVICES - BUSINESS SUPPORT	2015/16 ACTUAL £	2016/17 BUDGET £	2017/18 BUDGET £
Operating Expenditure			
Employees	-	-	59,600
Supplies and Services	-	-	90,100
Transfer Payments	-	200,000	50,000
TOTAL OPERATING EXPENDITURE	-	200,000	199,700
Income	-	-	-
TOTAL INCOME	-	-	-
NET SERVICE EXPENDITURE	-	200,000	199,700

Service description

The Council has adopted a local Business Rate Discount Scheme so that it has the ability and the scope to encourage, sustain and improve economic performance.

The Government has approved a new Enterprise Zone in Newhaven, with effect from 1 April 2017 and this budget is used to support its implementation and development.

Budget changes

The main changes between the budgets for 2016/17 and 2017/18 are as follows:

2016/17 Budget	200,000
Employees - appointment of Enterprise Zone Programme Manager	59,600
Supplies and Services - Enterprise Zone budgets for marketing promotion and consultancy support	90,100
Transfer Payments - budget applied to support the Enterprise Zone	(150,000)
2017/18 Budget	199,700

PLANNING SERVICES - NEWHAVEN ENTERPRISE CENTRE	2015/16 ACTUAL £	2016/17 BUDGET £	2017/18 BUDGET £
Operating Expenditure			
Employees	17,000	17,700	16,000
Premises	71,313	63,300	81,300
Transport	1,000	200	-
Supplies and Services	165,144	189,400	198,700
TOTAL OPERATING EXPENDITURE	254,457	270,600	296,000
Income			
Fees and Charges	(87,445)	(136,000)	(100,000)
Rents	(240,955)	(265,000)	(340,000)
TOTAL INCOME	(328,400)	(401,000)	(440,000)
NET OPERATING INCOME	(73,943)	(130,400)	(144,000)
Support Services	8,800	8,700	7,000
NET INCOME	(65,143)	(121,700)	(137,000)

Service description

Providing a range of business units for start-up and small enterprises consisting of small furnished incubator units, larger unfurnished business units suitable for office or general business use, and units specifically designed as workshops with direct external access.

The Business Centre is managed for the Council by an independent agent, Basepoint.

Budget changes

The main changes between the budgets for 2016/17 and 2017/18 are as follows:

2016/17 Budget		(121,700)
Budget effect of Business Centre extension and the creation of additional units:		
- premises	18,200	
- supplies and services	15,800	
- fees and charges and rents	<u>(39,000)</u>	
		(5,000)
Net effect of minor budget variations		(10,300)
2017/18 Budget		(137,000)

PLANNING SERVICES - INDUSTRIAL ESTATES	2015/16 ACTUAL £	2016/17 BUDGET £	2017/18 BUDGET £
Operating Expenditure			
Employees	47,500	49,700	48,000
Premises	7,946	9,500	9,400
Supplies and Services	1,409	5,500	5,500
TOTAL OPERATING EXPENDITURE	56,855	64,700	62,900
Income			
Fees and Charges	(7,013)	(11,000)	(11,000)
Rents	(659,813)	(670,800)	(670,800)
Miscellaneous	(1,715)	(1,700)	(1,700)
TOTAL INCOME	(668,541)	(683,500)	(683,500)
NET OPERATING INCOME	(611,686)	(618,800)	(620,600)
Support Services	15,500	39,800	49,000
NET INCOME	(596,186)	(579,000)	(571,600)

Service description

Managing industrial land and buildings, including granting leases and carrying out rent reviews, at North Street, Lewes, and at Avis Way, Denton Island, Drove Road and Robinson Road, Newhaven and at Cradle Hill, Seaford.

Budget changes

The main changes between the budgets for 2016/17 and 2017/18 are as follows:

2016/17 Budget	(579,000)
Support Services - increase in Legal support service allocation	10,200
Net effect of minor budget variations	(2,800)
2017/18 Budget	(571,600)

PLANNING SERVICES - RESOURCE ANALYSIS	2015/16 ACTUAL £	2016/17 BUDGET £	2017/18 BUDGET £
Operating Expenditure			
Employees	1,458,551	1,636,000	1,732,100
Premises	83,015	78,100	91,200
Transport	75,736	80,200	64,000
Supplies and Services	1,061,297	448,500	577,200
Transfer Payments	-	200,000	50,000
TOTAL OPERATING EXPENDITURE	2,678,599	2,442,800	2,514,500
Income			
Fees and Charges	(919,392)	(915,200)	(879,200)
Rents	(900,768)	(963,000)	(1,010,800)
Government Grants	(70,000)	-	-
Non-Government Grants, Reimbursements and Contributions	(579,625)	(471,400)	(471,400)
Miscellaneous	(1,715)	(1,700)	(1,700)
TOTAL INCOME	(2,471,500)	(2,351,300)	(2,363,100)
NET OPERATING EXPENDITURE	207,099	91,500	151,400
Support Services	739,459	767,000	689,000
TOTAL PLANNING SERVICES	946,558	858,500	840,400

CORPORATE AND DEMOCRATIC CORE - SUMMARY OF NET SERVICE EXPENDITURE	2015/16 ACTUAL £	2016/17 BUDGET £	2017/18 BUDGET £
Corporate Management	1,397,833	1,197,900	1,186,200
Democratic Representation and Management	575,904	594,200	587,400
Treasury Management and Bank Charges	41,045	50,900	54,000
TOTAL CORPORATE AND DEMOCRATIC CORE	2,014,782	1,843,000	1,827,600

CORPORATE AND DEMOCRATIC CORE - CORPORATE MANAGEMENT	2015/16 ACTUAL £	2016/17 BUDGET £	2017/18 BUDGET £
Operating Expenditure			
Employees	1,332,739	1,169,300	1,177,200
Premises	78,606	-	-
Transport	23,017	14,000	11,100
Supplies and Services	535,583	258,600	346,500
TOTAL OPERATING EXPENDITURE	1,969,945	1,441,900	1,534,800
Income			
Sales	(45,764)	(6,000)	(10,000)
Fees and Charges	(79,448)	-	-
Rents	(71,705)	-	-
Non-Government Grants, Reimbursements and Contributions	(78,422)	(81,100)	-
Miscellaneous	(8)	(16,000)	(20,000)
TOTAL INCOME	(275,347)	(103,100)	(30,000)
NET OPERATING EXPENDITURE	1,694,598	1,338,800	1,504,800
Support Services	605,635	676,300	500,400
NET SERVICE EXPENDITURE BEFORE RECHARGES	2,300,233	2,015,100	2,005,200
Recharges as Support Services	(301,400)	(320,000)	(306,000)
Recharges to other General Fund Services	(30,300)	(21,200)	-
Recharges to the Housing Revenue Account	(570,700)	(476,000)	(513,000)
NET SERVICE EXPENDITURE	1,397,833	1,197,900	1,186,200
<u>Service description</u>			
Providing the infrastructure that allows services to be provided, whether by the Council or not, and the information required for public accountability.			
Providing a responsive and customer-focused communication with the public including customer survey campaigns and public information campaigns using a variety of communications media.			
Producing and distributing District News, the Council's quarterly magazine for residents.			
<u>Budget changes</u>			
The main changes between the budgets for 2016/17 and 2017/18 are as follows:			
2016/17 Budget			1,197,900
Employees			
- posts deleted following outsourcing of Communications function		(72,200)	
- removal of 2 fixed term posts		(46,400)	
- contribution to offset pension strain cost arising from JTP staffing changes		150,000	
- offset of reimbursement previously shown as income		(81,100)	
- apprenticeship levy		35,000	
			(14,700)
Supplies and Services			
- new contract for outsourced Communications		130,000	
- less existing budgets incorporated within the new contract		(32,900)	
			97,100
Income - removed as now shown as a deduction within Employees			81,100
Support Services - reductions from review of support staff costs and allocations			(175,900)
Recharges as Support Services - reduction in corporate costs recharged direct to services			14,000
Recharges to General Fund and HRA services - adjustment to shares of net service costs			(15,800)
Net effect of minor budget variations			2,500
2017/18 Budget			1,186,200

CORPORATE AND DEMOCRATIC CORE - DEMOCRATIC REPRESENTATION AND MANAGEMENT	2015/16 ACTUAL £	2016/17 BUDGET £	2017/18 BUDGET £
Operating Expenditure			
Employees	180,700	171,700	178,000
Premises	8,120	2,500	7,500
Transport	8,052	7,500	6,700
Supplies and Services	248,472	245,600	256,200
TOTAL OPERATING EXPENDITURE	445,344	427,300	448,400
Income			
Non-Government Grants, Reimbursements and Contributions	(1,563)	-	-
TOTAL INCOME	(1,563)	-	-
NET OPERATING EXPENDITURE	443,781	427,300	448,400
Support Services	247,323	254,900	223,000
NET SERVICE EXPENDITURE BEFORE RECHARGES	691,104	682,200	671,400
Recharges to the Housing Revenue Account	(115,200)	(88,000)	(84,000)
NET SERVICE EXPENDITURE	575,904	594,200	587,400

Service description

Providing Councillors with the support they require when undertaking activities on behalf of the Council as locally elected representatives and when representing local interests.

This includes attending Lewes District Council Committee, Cabinet and Council meetings as well as meetings with external organisations.

Budget changes

The main changes between the budgets for 2016/17 and 2017/18 are as follows:

2016/17 Budget	594,200
Employees - pay award, increments and other payroll inflation	6,300
Supplies and Services - Members Allowances and other cost increases	10,600
Support Services - reductions from efficiency savings and review of support staff allocations	(31,900)
Recharges to the Housing Revenue Account - share of cost reductions	4,000
Net effect of minor budget variations	4,200
2017/18 Budget	587,400

CORPORATE AND DEMOCRATIC CORE - TREASURY MANAGEMENT AND BANK CHARGES	2015/16 ACTUAL £	2016/17 BUDGET £	2017/18 BUDGET £
Operating Expenditure			
Supplies and Services	44,945	58,000	55,000
TOTAL OPERATING EXPENDITURE	44,945	58,000	55,000
Income	-	-	-
TOTAL INCOME	-	-	-
NET OPERATING EXPENDITURE	44,945	58,000	55,000
Support Services	33,100	38,900	46,000
NET SERVICE EXPENDITURE BEFORE RECHARGES	78,045	96,900	101,000
Recharges to the Housing Revenue Account	(37,000)	(46,000)	(47,000)
NET SERVICE EXPENDITURE	41,045	50,900	54,000

Service description

Managing the Council's bank accounts and the inflows and outflows of cash including investments and borrowings.

Budget changes

There are no major changes between the budgets for 2016/17 and 2017/18.

CORPORATE AND DEMOCRATIC CORE - RESOURCE ANALYSIS	2015/16 ACTUAL £	2016/17 BUDGET £	2017/18 BUDGET £
Operating Expenditure			
Employees	1,513,439	1,341,000	1,355,200
Premises	86,726	2,500	7,500
Transport	31,069	21,500	17,800
Supplies and Services	829,000	562,200	657,700
TOTAL OPERATING EXPENDITURE	2,460,234	1,927,200	2,038,200
Income			
Sales	(45,764)	(6,000)	(10,000)
Fees and Charges	(79,448)	-	-
Rents	(71,705)	-	-
Non-Government Grants, Reimbursements and Contributions	(79,985)	(81,100)	-
Miscellaneous	(8)	(16,000)	(20,000)
TOTAL INCOME	(276,910)	(103,100)	(30,000)
NET OPERATING EXPENDITURE	2,183,324	1,824,100	2,008,200
Support Services	886,058	970,100	769,400
NET SERVICE EXPENDITURE BEFORE RECHARGES	3,069,382	2,794,200	2,777,600
Recharges as Support Services	(301,400)	(320,000)	(306,000)
Recharges to other General Fund Services	(30,300)	(21,200)	-
Recharges to the Housing Revenue Account	(722,900)	(610,000)	(644,000)
TOTAL CORPORATE AND DEMOCRATIC CORE	2,014,782	1,843,000	1,827,600

NON-DISTRIBUTED COSTS - SUMMARY OF NET SERVICE EXPENDITURE	2015/16 ACTUAL £	2016/17 BUDGET £	2017/18 BUDGET £
Pension Costs	55,220	53,300	55,000
Surplus Assets	66,985	97,600	101,900
Target for Efficiency Savings	-	(400,000)	(600,000)
TOTAL NON-DISTRIBUTED COSTS	122,205	(249,100)	(443,100)

NON-DISTRIBUTED COSTS - PENSION COSTS	2015/16 ACTUAL £	2016/17 BUDGET £	2017/18 BUDGET £
Operating Expenditure			
Employees	82,820	80,000	79,000
NET SERVICE EXPENDITURE BEFORE RECHARGES	82,820	80,000	79,000
Recharges to the Housing Revenue Account	(27,600)	(26,700)	(24,000)
NET SERVICE EXPENDITURE	55,220	53,300	55,000

Service description

Pensions payable to former employees in respect of past service that is not funded by the Local Government Pension Scheme.

Budget changes

There are no major changes between the budgets for 2016/17 and 2017/18.

NON-DISTRIBUTED COSTS - SURPLUS ASSETS	2015/16 ACTUAL £	2016/17 BUDGET £	2017/18 BUDGET £
Operating Expenditure			
Employees	15,696	16,800	18,000
Premises	108,585	97,600	99,700
Transport	700	400	-
Supplies and Services	14,058	1,200	2,200
TOTAL OPERATING EXPENDITURE	139,039	116,000	119,900
Income	-	-	-
TOTAL INCOME	-	-	-
NET OPERATING EXPENDITURE	139,039	116,000	119,900
Support Services	4,500	5,600	6,000
NET SERVICE EXPENDITURE BEFORE RECHARGES	143,539	121,600	125,900
Recharges to other General Fund Services	(76,554)	(24,000)	(24,000)
NET SERVICE EXPENDITURE	66,985	97,600	101,900

Service description

Assets that are no longer held for operational purposes.

This service includes the buildings at 2 Fisher Street and 4 Fisher Street, Lewes and at Fort Road, Newhaven. All three were previously used for office accommodation.

Budget changes

There are no major changes between the budgets for 2016/17 and 2017/18.

NON-DISTRIBUTED COSTS - TARGET FOR EFFICIENCY SAVINGS	2015/16 ACTUAL £	2016/17 BUDGET £	2017/18 BUDGET £
Operating Expenditure			
Provision for Efficiency Savings - Phase 1	-	(400,000)	(300,000)
Provision for Efficiency Savings - Phase 2	-	-	(300,000)
NET SERVICE EXPENDITURE	-	(400,000)	(600,000)

Service description

In order to meet annual reductions in Government grant without increasing the burden on council taxpayers the Council has chosen to make financial savings in the costs of providing its services.

Achieving financial savings comes mainly from making efficiencies in operating costs through the Joint Transformation Programme (JTP) with Eastbourne Borough Council.

Where efficiency savings have been achieved they are built into the service budgets for 2017/18 but where they have yet to be achieved the balance is held here.

£100,000 of the efficiency savings for 2016/17 have been built into individual service budgets with the balance of £300,000 to be allocated once Phase 1 of the JTP has been completed.

Efficiency savings achieved in 2015/16 are included in the actual figures shown within individual services.

NON-DISTRIBUTED COSTS - RESOURCE ANALYSIS	2015/16 ACTUAL £	2016/17 BUDGET £	2017/18 BUDGET £
Operating Expenditure			
Employees	98,516	96,800	97,000
Premises	108,585	97,600	99,700
Transport	700	400	-
Supplies and Services	14,058	1,200	2,200
Target for Efficiency Savings	-	(400,000)	(600,000)
TOTAL OPERATING EXPENDITURE	221,859	(204,000)	(401,100)
Income	-	-	-
TOTAL INCOME	-	-	-
NET OPERATING EXPENDITURE	221,859	(204,000)	(401,100)
Support Services	4,500	5,600	6,000
NET SERVICE EXPENDITURE BEFORE RECHARGES	226,359	(198,400)	(395,100)
Recharges to other General Fund Services	(76,554)	(24,000)	(24,000)
Recharges to the Housing Revenue Account	(27,600)	(26,700)	(24,000)
TOTAL NON-DISTRIBUTED COSTS	122,205	(249,100)	(443,100)

OTHER OPERATING INCOME AND EXPENDITURE - SUMMARY OF NET INCOME AND EXPENDITURE	2015/16 ACTUAL £	2016/17 BUDGET £	2017/18 BUDGET £
Town and Parish Council Grants	236,574	201,100	171,000
TOTAL OTHER OPERATING INCOME & EXPENDITURE	236,574	201,100	171,000

OTHER OPERATING INCOME AND EXPENDITURE - TOWN AND PARISH COUNCIL GRANTS	2015/16 ACTUAL £	2016/17 BUDGET £	2017/18 BUDGET £
Barcombe Parish Council	1,110	944	802
Chailey Parish Council	1,877	1,595	1,356
Ditchling Parish Council	1,003	853	725
East Chiltington Parish Council	224	190	162
Falmer Parish Council	35	30	26
Firle Parish Council	747	635	540
Glynde and Beddingham Parish Council	496	422	359
Hamsey Parish Council	904	768	653
Iford Parish Meeting	-	-	-
Kingston Parish Council	135	115	98
Lewes Town Council	62,504	53,128	45,159
Newhaven Town Council	48,266	41,026	34,881
Newick Parish Council	2,060	1,751	1,488
Peacehaven Town Council	49,728	42,269	35,929
Piddinghoe Parish Council	178	151	128
Plumpton Parish Council	743	632	537
Ringmer Parish Council	5,474	4,653	3,955
Rodmell Parish Council	271	230	196
St Ann (without) Parish Meeting	-	-	-
St John (without) Parish Meeting	-	-	-
Seaford Town Council	35,112	29,845	25,368
Southeast Parish Meeting	-	-	-
South Heighton Parish Council	2,536	2,156	1,833
Streat Parish Meeting	-	-	-
Tarring Neville Parish Meeting	-	-	-
Telscombe Town Council	22,938	19,497	16,572
Westmeston Parish Council	196	167	142
Wivelsfield Parish Council	37	31	26
	236,574	201,088	170,935
Rounding	-	12	65
NET EXPENDITURE	236,574	201,100	171,000

Service description

With the introduction of local Council Tax Reduction Schemes (CTRS) on 1 April 2013, Government provided additional funding to District Councils to help offset the impact on council taxes.

The Council has chosen to pass on a share of this funding to Town and Parish Councils to help offset the impact of the CTRS on their council tax amounts. The amount passed on reduces each year to reflect reductions in LDC's own funding from the Government.

OTHER OPERATING INCOME AND EXPENDITURE - RESOURCE ANALYSIS	2015/16 ACTUAL £	2016/17 BUDGET £	2017/18 BUDGET £
Operating Expenditure			
Transfer Payments	236,574	201,100	171,000
TOTAL OTHER OPERATING INCOME & EXPENDITURE	236,574	201,100	171,000

FINANCING AND INVESTMENT INCOME AND EXPENDITURE - SUMMARY	2015/16 ACTUAL £	2016/17 BUDGET £	2017/18 BUDGET £
Capital Financing Costs	232,659	351,000	406,600
Interest and Investment Income	(207,396)	(201,000)	(200,000)
Investment Property	(153,118)	(213,600)	(513,000)
TOTAL FINANCING AND INVESTMENT INCOME AND EXPENDITURE	(127,855)	(63,600)	(306,400)

FINANCING AND INVESTMENT INCOME AND EXPENDITURE - CAPITAL FINANCING COSTS	2015/16 ACTUAL £	2016/17 BUDGET £	2017/18 BUDGET £
External Interest Payable	23,997	21,000	20,000
Provision for the Repayment of Debt	208,662	330,000	177,000
Capital and Investment Financing	-	-	209,600
NET EXPENDITURE	232,659	351,000	406,600

Service description

Interest payable on monies held by the Council (e.g. Section 106 contributions).

Sums set aside for the future repayment of debt and for the financing of capital and investment initiatives.

Budget changes

The main changes between the budgets for 2016/17 and 2017/18 are as follows:

2016/17 Budget	351,000
External Interest Payable - minor change	(1,000)
Provision for the Repayment of Debt - reduction following the application of a £2 million capital receipt to reduce the level of General Fund borrowing	(153,000)
Capital and Investment Financing - creation of a new budget for the financing of capital programme and investment initiatives	209,600
2017/18 Budget	406,600

FINANCING AND INVESTMENT INCOME AND EXPENDITURE - INTEREST & INVESTMENT INCOME	2015/16 ACTUAL £	2016/17 BUDGET £	2017/18 BUDGET £
External Investment Income Receivable	(112,158)	(103,500)	(103,500)
External Interest Receivable	(6,754)	(3,500)	(1,800)
Net Interest Receivable from the Housing Revenue Account	(88,484)	(94,000)	(94,700)
NET INCOME	(207,396)	(201,000)	(200,000)

Service description

Income and interest earned from investing cash balances and from an internal loan made to the Housing Revenue Account.

Budget changes

There are no major changes between the budgets for 2016/17 and 2017/18.

FINANCING AND INVESTMENT INCOME AND EXPENDITURE - INVESTMENT PROPERTY	2015/16 ACTUAL £	2016/17 BUDGET £	2017/18 BUDGET £
Operating Expenditure			
Employees	39,000	64,800	85,000
Premises	29,647	102,300	121,700
Transport	1,000	300	-
Supplies and Services	3,588	58,700	38,400
TOTAL OPERATING EXPENDITURE	73,235	226,100	245,100
Income			
Fees and Charges	(1,507)	(19,700)	(16,200)
Rents	(181,939)	(251,000)	(614,000)
Miscellaneous			
- Photo Voltaic Solar Panel feed-in tariff	(52,207)	(202,600)	(190,000)
- Other	-	(4,200)	(11,900)
TOTAL INCOME	(235,653)	(477,500)	(832,100)
NET OPERATING INCOME	(162,418)	(251,400)	(587,000)
Support Services	9,300	37,800	74,000
NET INCOME	(153,118)	(213,600)	(513,000)

Service description

Managing and maintaining the Council's investment properties, including granting leases and carrying out rent reviews.

During 2016/17 the Council acquired the leasehold interest of land it owns at Newhaven Town Centre and now receives rental income direct from buildings on that site.

As a consequence the site is included here as an Investment Property when previously it was included in the Economic Development service within Planning Services.

Budget changes

The main changes between the budgets for 2016/17 and 2017/18 are as follows:

2016/17 Budget		(213,600)
<u>Newhaven Town Centre</u>		
- employees	17,900	
- rents	(27,200)	
- support services	<u>11,800</u>	2,500
Premises - increase in business rates liability		12,100
Supplies and Services - reduction in Solar Panel equipment maintenance costs		(19,200)
Rents		
- increase following acquisition of Newhaven Town Centre leasehold	(44,400)	
- increase following acquisition of commercial properties for rent	(260,000)	
- increase in rentals achieved from other commercial properties	<u>(30,000)</u>	(334,400)
Photo Voltaic Solar Panel feed-in tariff - reduction based on first year experience		12,600
Support Services - increase following review of support staff allocations		24,400
Net effect of efficiency savings and minor budget variations		2,600
2017/18 Budget		(513,000)

FINANCING AND INVESTMENT INCOME AND EXPENDITURE - RESOURCE ANALYSIS	2015/16 ACTUAL £	2016/17 BUDGET £	2017/18 BUDGET £
Operating Expenditure			
Employees	39,000	64,800	85,000
Premises	29,647	102,300	121,700
Transport	1,000	300	-
Supplies and Services	3,588	58,700	38,400
Capital Financing Costs	232,659	351,000	406,600
TOTAL OPERATING EXPENDITURE	305,894	577,100	651,700
Income			
Fees and Charges	(1,507)	(19,700)	(16,200)
Rents	(181,939)	(251,000)	(614,000)
Interest and Investment Income	(118,912)	(107,000)	(105,300)
Miscellaneous	(52,207)	(206,800)	(201,900)
TOTAL INCOME	(354,565)	(584,500)	(937,400)
NET OPERATING EXPENDITURE	(48,671)	(7,400)	(285,700)
Support Services	9,300	37,800	74,000
NET SERVICE EXPENDITURE BEFORE RECHARGES	(39,371)	30,400	(211,700)
Recharges to the Housing Revenue Account	(88,484)	(94,000)	(94,700)
TOTAL FINANCING AND INVESTMENT INCOME AND EXPENDITURE	(127,855)	(63,600)	(306,400)

TAXATION AND NON-SPECIFIC GRANT INCOME - SUMMARY OF NET INCOME	2015/16 ACTUAL £	2016/17 BUDGET £	2017/18 BUDGET £
Retained Business Rates Income	(3,316,127)	(3,070,000)	(2,957,500)
Government Grants	(3,662,744)	(3,170,700)	(2,129,200)
Council Tax Income	(6,697,498)	(6,995,700)	(7,355,600)
TOTAL TAXATION AND NON-SPECIFIC GRANT INCOME	(13,676,369)	(13,236,400)	(12,442,300)

TAXATION AND NON-SPECIFIC GRANT INCOME - RETAINED BUSINESS RATES INCOME	2015/16 ACTUAL £	2016/17 BUDGET £	2017/18 BUDGET £
Lewes District Council share of Business Rates yield	(10,026,433)	(10,333,700)	(9,814,300)
Less Tariff payment set by Government:	7,338,094	7,399,200	7,305,000
	(2,688,339)	(2,934,500)	(2,509,300)
Add Government Section 31 Grants:			
- Small Business Rate Relief	(515,205)	(393,400)	(770,800)
- Small Business Rate Relief: Threshold change	-	-	(200,000)
- Small Business Rate Relief: Multiplier cap	(31,061)	(149,400)	(166,200)
- Rural Rate Relief	-	-	(8,600)
- Retail Relief	(289,281)	-	-
- Less Tariff adjustment	-	-	109,700
	(835,547)	(542,800)	(1,035,900)
Total Retained Business Rates before levy	(3,523,886)	(3,477,300)	(3,545,200)
Levy payment	444,279	688,000	587,700
Share of levy payment returned to Lewes District Council	(221,269)	(280,700)	-
Prior year adjustment	(15,251)	-	-
TOTAL RETAINED BUSINESS RATES INCOME	(3,316,127)	(3,070,000)	(2,957,500)

The methodology for determining how much of the total business rates generated in the Lewes District is retained locally is set out below.

Total estimated business rates income collectable and credited to the Collection Fund	(26,256,400)
Less allowance for impairment	1,590,000
Less payment to General Fund for collecting Non-Domestic Rates	130,700
Estimated business rates available for distribution	(24,535,700)

Distributed to:	% Share	
Central Government	50	(12,267,900)
Lewes District Council	40	(9,814,300)
East Sussex County Council	9	(2,208,200)
East Sussex Fire Authority	1	(245,300)
	100	(24,535,700)

Calculation of Levy payable to Government

Lewes District Council share of Business Rates yield	(9,814,300)
50% share of Small Business Rate Relief	(759,400)
Localism Relief	(1,200)
	(10,574,900)
Less tariff set by Government	7,305,000
	(3,269,900)
Less business rates baseline funding for LDC as assessed by Government	2,094,500
Excess subject to Levy	(1,175,400)
50% Levy payable to Government	587,700

TAXATION AND NON-SPECIFIC GRANT INCOME - GOVERNMENT GRANTS	2015/16 ACTUAL £	2016/17 BUDGET £	2017/18 BUDGET £
Revenue Support Grant	(1,703,960)	(995,000)	(375,000)
New Homes Bonus	(1,383,091)	(1,592,000)	(1,246,700)
Housing Benefit Administration Grant	(446,648)	(424,300)	(423,500)
Transition Grant	-	(84,000)	(84,000)
Section 31 and Other Minor Grants	(52,961)	(75,400)	-
Council Tax Freeze Grant	(76,084)	-	-
TOTAL GOVERNMENT GRANTS	(3,662,744)	(3,170,700)	(2,129,200)

TAXATION AND NON-SPECIFIC GRANT INCOME - COUNCIL TAX INCOME	2015/16 ACTUAL £	2016/17 BUDGET £	2017/18 BUDGET £
Lewes District Council share of Collection Fund Surplus	(65,050)	(172,400)	(266,400)
Lewes District Council Precept on the Collection Fund	(6,632,448)	(6,823,300)	(7,089,200)
TOTAL COUNCIL TAX INCOME	(6,697,498)	(6,995,700)	(7,355,600)

GENERAL FUND REVENUE BUDGET 2017/18 - GROSS EXPENDITURE AND INCOME ANALYSIS	Gross Expenditure £	Gross Income £	Net Expenditure £
Central Services			
Council Tax Collection	598,800	(176,500)	422,300
Council Tax Reduction Scheme Administration	417,400	(87,000)	330,400
Non-Domestic Rates Collection	128,200	(140,000)	(11,800)
Elections	92,000	-	92,000
Registration of Electors	214,500	(1,000)	213,500
Emergency Planning	52,000	-	52,000
Local Land Charges	158,400	(140,000)	18,400
Voluntary Sector Support	205,700	-	205,700
	1,867,000	(544,500)	1,322,500
Cultural and Related Services			
Arts Development and Support	49,500	(13,000)	36,500
Newhaven Fort	113,400	(5,500)	107,900
Leisure Centres and Swimming Pools	480,400	(50,000)	430,400
Sports and Playing Fields	321,800	(35,600)	286,200
Open Spaces	740,000	(82,800)	657,200
Tourism	363,500	(103,300)	260,200
	2,068,600	(290,200)	1,778,400
Environmental and Regulatory Services			
Cemeteries	176,500	(153,000)	23,500
Coast Protection	72,300	(10,700)	61,600
Community Safety	20,000	-	20,000
Flood Defences and Land Drainage	179,000	-	179,000
Animal and Pest Control	226,900	(10,500)	216,400
Environmental Protection	254,100	(4,700)	249,400
Food Safety	163,400	(2,500)	160,900
Health and Safety	126,500	(6,000)	120,500
Licensing	258,200	(212,800)	45,400
Port Health	20,500	-	20,500
Public Conveniences	237,700	-	237,700
Public Health	144,800	(4,000)	140,800
Recycling	1,743,000	(595,500)	1,147,500
Street Cleansing	864,000	(26,000)	838,000
Waste Collection	1,917,200	(700,300)	1,216,900
	6,404,100	(1,726,000)	4,678,100
Highways and Transport Services			
Street Naming, Numbering and Closures	29,000	(5,000)	24,000
Parking Services	544,400	(924,900)	(380,500)
	573,400	(929,900)	(356,500)
Housing General Fund			
Housing Needs, Strategy and Advice	379,000	-	379,000
Private Sector Housing Renewal	273,000	(1,500)	271,500
Homelessness	825,200	(448,000)	377,200
Housing Benefit Payments and Subsidy	33,226,000	(33,687,500)	(461,500)
Housing Benefit Administration	703,600	(2,000)	701,600
Contribution to the HRA for Shared Amenities	158,500	-	158,500
	35,565,300	(34,139,000)	1,426,300
Carried Forward	46,478,400	(37,629,600)	8,848,800

GENERAL FUND REVENUE BUDGET 2017/18 - GROSS EXPENDITURE AND INCOME ANALYSIS	Gross Expenditure £	Gross Income £	Net Expenditure £
Brought Forward	46,478,400	(37,629,600)	8,848,800
Planning Services			
Building Control	320,200	(328,500)	(8,300)
Development Control	1,227,900	(911,100)	316,800
Planning Policy - Conservation and Listed Buildings	58,000	-	58,000
Planning Policy - Other Planning Policy	532,700	-	532,700
Economic Development	450,100	-	450,100
Business Support	199,700	-	199,700
Newhaven Enterprise Centre	303,000	(440,000)	(137,000)
Industrial Estates	111,900	(683,500)	(571,600)
	3,203,500	(2,363,100)	840,400
Corporate and Democratic Core			
Corporate Management	1,216,200	(30,000)	1,186,200
Democratic Representation and Management	587,400	-	587,400
Treasury Management and Bank Charges	54,000	-	54,000
	1,857,600	(30,000)	1,827,600
Non-Distributed Costs			
Pension Costs	55,000	-	55,000
Surplus Assets	101,900	-	101,900
Target for Efficiency Savings	(600,000)	-	(600,000)
	(443,100)	-	(443,100)
Cost of Services	51,096,400	(40,022,700)	11,073,700
Other Operating Income and Expenditure			
Town and Parish Council Reduction Grant	171,000	-	171,000
Financing and Investment Income and Expenditure			
Capital Financing Costs	406,600	-	406,600
Interest and Investment Income	(94,700)	(105,300)	(200,000)
Investment Properties	319,100	(832,100)	(513,000)
	631,000	(937,400)	(306,400)
Contribution to Service Priorities	109,000	-	109,000
Transition Expenditure	84,000	-	84,000
Transfer to Collection Fund - Business Rates Deficit	554,500	-	554,500
Cost before Transfers to/(from) Reserves	52,645,900	(40,960,100)	11,685,800
Transfers to/(from) Reserves	756,500	-	756,500
Net Expenditure Requirement	53,402,400	(40,960,100)	12,442,300
External Sources of Finance			
Retained Business Rates Income	-	(2,957,500)	(2,957,500)
Government Grants	-	(2,129,200)	(2,129,200)
Transfer from Collection Fund - Council Tax Surplus	-	(266,400)	(266,400)
	-	(5,353,100)	(5,353,100)
TOTAL GROSS EXPENDITURE AND GROSS INCOME	53,402,400	(46,313,200)	7,089,200
Lewes District Council Tax Requirement			7,089,200

COUNCIL TAX PRECEPT REQUIREMENTS	Council Tax Precepts			Band D Council Tax		
	2016/17 £	2017/18 £	Change £	2016/17 £	2017/18 £	Change £
Lewes District Council (LDC)						
LDC Council Tax Requirement (including Special Expenses*)	6,823,300	7,089,200	265,900	190.61	195.05	4.44
Add Town and Parish Councils	3,071,160	3,277,664	206,504	85.79	90.18	4.39
Total Lewes District Council	9,894,460	10,366,864	472,404	276.40	285.23	8.83
East Sussex County Council	44,814,389	47,771,203	2,956,814	1,251.90	1,314.36	62.46
East Sussex Fire Authority	3,104,325	3,212,951	108,626	86.72	88.40	1.68
Sussex Police & Crime	5,330,546	5,593,951	263,405	148.91	153.91	5.00
TOTAL COUNCIL TAX PRECEPT REQUIREMENTS	63,143,720	66,944,969	3,801,249	1,763.93	1,841.90	77.97
Special Expenses*						
LDC Council Tax Requirement	6,823,300	7,089,200	265,900	190.61	195.05	4.44
Less: Total amount to be charged as Special Expenses	(543,960)	(592,940)	(48,980)	(15.20)	(16.31)	(1.11)
Council Tax to be levied on all LDC taxpayers	6,279,340	6,496,260	216,920	175.41	178.74	3.33
Band D taxbase and increase				35,797.1	36,345.6	548.5
- percentage increase						1.53%

TOWN AND PARISH COUNCILS
- COUNCIL TAX PRECEPTS, BAND D TAXBASE AND BAND D COUNCIL TAX

2016/17 COUNCIL TAX PRECEPT £	2016/17 BAND D TAX BASE number	2016/17 BAND D COUNCIL TAX £	TOWN / PARISH	2017/18 COUNCIL TAX PRECEPT £	2017/18 BAND D TAX BASE number	2017/18 BAND D COUNCIL TAX £
29,695	622.8	47.68	Barcombe	30,524	628.4	48.57
51,867	1,275.0	40.68	Chailey	54,915	1,298.0	42.31
81,082	1,098.7	73.80	Ditchling	82,639	1,138.5	72.59
4,665	195.0	23.92	East Chiltington	4,817	194.4	24.78
500	70.3	7.11	Falmer	500	70.0	7.14
9,230	123.6	74.68	Firle	9,696	120.8	80.26
10,128	180.8	56.02	Glynde and Beddingham	10,632	183.5	57.94
17,228	239.5	71.93	Hamsey	17,226	247.7	69.54
0	92.4	0.00	Iford	0	93.3	0.00
47,885	425.9	112.43	Kingston	47,903	427.5	112.05
860,072	6,069.2	141.71	Lewes	944,758	6,124.6	154.26
439,126	3,583.3	122.55	Newhaven	495,000	3,619.8	136.75
52,849	1,070.6	49.36	Newick	53,906	1,079.6	49.93
396,284	4,574.0	86.64	Peacehaven	403,417	4,686.6	86.08
10,322	128.7	80.20	Piddinghoe	10,194	131.7	77.40
52,368	661.1	79.21	Plumpton	54,963	661.9	83.04
91,451	1,841.7	49.66	Ringmer	89,362	1,872.9	47.71
9,646	209.8	45.98	Rodmell	10,344	215.2	48.07
0	40.2	0.00	St Ann Without	0	40.4	0.00
0	31.9	0.00	St John Without	0	28.7	0.00
612,553	9,365.0	65.41	Seaford	654,466	9,483.8	69.01
0	23.0	0.00	Southease	0	23.4	0.00
10,080	263.9	38.20	South Heighton	11,010	282.5	38.97
2,715	81.0	33.52	Streat	3,301	79.6	41.47
0	9.7	0.00	Tarring Neville	0	10.2	0.00
221,112	2,463.5	89.75	Telscombe	223,232	2,491.5	89.60
6,333	161.6	39.19	Westmeston	6,859	158.4	43.30
53,969	894.9	60.31	Wivelsfield	58,000	952.7	60.88
3,071,160	35,797.1	85.79		3,277,664	36,345.6	90.18
		(average)				(average)

SPECIAL EXPENSES

At its meeting on 23 February 2017 the Council resolved that the expenses included in its budget for 2017/18 as set out below be approved as Special Expenses chargeable to the residents of each of the following Town and Parish areas:

Town / Parish area	Special Expenses £	Band D Tax Base number	Band D council tax £
Chailey	1,050	1,298.0	0.81
Lewes	345,430	6,124.6	56.40
Newhaven	98,890	3,619.8	27.32
Peacehaven	37,510	4,686.6	8.00
Ringmer	4,110	1,872.9	2.19
Seaford	54,060	9,483.8	5.70
Telscombe	51,890	2,491.5	20.83
	592,940	36,345.6	16.31

This relates to those expenses incurred by the Council on services in certain areas of its district where the same service is provided in another area of the district by one or more Town or Parish Councils. These are separated from general expenses and charged only to those areas to which they relate.

As a result of the Council's resolution to declare special expenses the Lewes District Council share of Band D council tax is adjusted down by £16.31 for all Town and Parish areas.

The special expenses Band D council tax calculated in the table above is then allocated to each of the Town and Parish areas to which it relates.

The Lewes District Council Band D council tax for each part of the Council's area is therefore:

Town / Parish area	Lewes District Council Band D £	Adjustment £	Special Expenses £	Final LDC Band D £
Barcombe	195.05	(16.31)	0.00	178.74
Chailey	195.05	(16.31)	0.81	179.55
Ditchling	195.05	(16.31)	0.00	178.74
East Chiltington	195.05	(16.31)	0.00	178.74
Falmer	195.05	(16.31)	0.00	178.74
Firle	195.05	(16.31)	0.00	178.74
Glynde and Beddingham	195.05	(16.31)	0.00	178.74
Hamsey	195.05	(16.31)	0.00	178.74
Iford	195.05	(16.31)	0.00	178.74
Kingston	195.05	(16.31)	0.00	178.74
Lewes	195.05	(16.31)	56.40	235.14
Newhaven	195.05	(16.31)	27.32	206.06
Newick	195.05	(16.31)	0.00	178.74
Peacehaven	195.05	(16.31)	8.00	186.74
Piddinghoe	195.05	(16.31)	0.00	178.74
Plumpton	195.05	(16.31)	0.00	178.74
Ringmer	195.05	(16.31)	2.19	180.93
Rodmell	195.05	(16.31)	0.00	178.74
St Anne Without	195.05	(16.31)	0.00	178.74
St John Without	195.05	(16.31)	0.00	178.74
Seaford	195.05	(16.31)	5.70	184.44
Southeast	195.05	(16.31)	0.00	178.74
South Heighton	195.05	(16.31)	0.00	178.74
Streat	195.05	(16.31)	0.00	178.74
Tarring Neville	195.05	(16.31)	0.00	178.74
Telscombe	195.05	(16.31)	20.83	199.57
Westmeston	195.05	(16.31)	0.00	178.74
Wivelsfield	195.05	(16.31)	0.00	178.74

COLLECTION FUND	2015/16 ACTUAL £'000	2016/17 BUDGET £'000	2017/18 BUDGET £'000
Income			
Council Tax	(60,631)	(63,144)	(66,945)
Non-Domestic Rates (Business Rates)	(24,296)	(26,264)	(26,256)
Contributions towards previous years non-domestic rates deficit:			
- Central Government	-	(800)	(693)
- Lewes District Council	-	(640)	(554)
- East Sussex County Council	-	(144)	(125)
- East Sussex Fire Authority	-	(16)	(14)
Total Income	(84,928)	(91,007)	(94,587)
Expenditure			
Council Tax Precepts:			
- East Sussex County Council	42,113	44,814	47,771
- Lewes District Council - District Precept	6,632	6,823	7,089
- Lewes District Council - Town and Parish Precepts	2,784	3,071	3,278
- Sussex Police Authority/Police and Crime Commissioner	5,034	5,331	5,594
- East Sussex Fire Authority	2,976	3,104	3,213
Impairment of Council Tax - allowance for uncollectables	135	-	-
Contributions towards previous years council tax surplus:			
- East Sussex County Council	284	771	1,206
- Lewes District Council	65	172	266
- Sussex Police Authority/Police and Crime Commissioner	34	92	144
- East Sussex Fire Authority	20	55	84
Council Tax Expenditure	60,078	64,234	68,645
Central Government share of Non-Domestic Rates income	12,533	12,917	12,268
Local Government shares of Non-Domestic Rates income:			
- Lewes District Council	10,026	10,334	9,814
- East Sussex County Council	2,256	2,325	2,208
- East Sussex Fire Authority	251	258	245
Transitional Protection Payments due from the Council	184	-	-
Impairment of Non-Domestic Rates:			
- allowance for uncollectable sums	59	-	-
- provision for appeals	253	299	1,590
General Fund payment for collecting Non-Domestic Rates	130	131	131
Non-Domestic Rates Expenditure	25,692	26,264	26,256
Total Expenditure	85,770	90,498	94,901
(Surplus)/Deficit for the year	842	-	314
Movement on Balances - Council Tax			
Balance at 1 April	(975)	(1,090)	(1,700)
(Surplus)/Deficit for the year	(553)	1,090	1,700
Balance at 31 March	(1,528)	0	0
Movement on Balances - Non-Domestic Rates			
Balance at 1 April	613	1,599	1,386
(Surplus)/Deficit for the year	1,396	(1,599)	(1,386)
Balance at 31 March	2,009	0	(0)

HOUSING REVENUE ACCOUNT - BUDGET SUMMARY	2015/16 ACTUAL £'000	2016/17 BUDGET £'000	2017/18 BUDGET £'000
Income			
Dwelling Rents	(14,983)	(14,839)	(14,766)
Non-Dwelling Rents	(447)	(451)	(458)
Charges for Services and Facilities	(1,217)	(1,156)	(1,231)
Contributions towards Expenditure	(225)	(220)	(200)
Total Income	(16,872)	(16,666)	(16,654)
Expenditure			
Repairs and Maintenance	4,475	4,666	4,892
Supervision and Management	1,365	1,622	1,708
Special Services	1,353	1,468	1,382
Rents, Rates, Taxes and Other Charges	154	152	177
Increase in Impairment of Debtors	178	50	68
Depreciation of Fixed Assets			
- Dwellings	4,345	4,384	4,530
- Other Assets	586	563	637
Amortisation of Intangible Assets	8	6	6
Debt Management Costs	33	38	47
Total Expenditure	12,498	12,949	13,447
Net Cost of HRA Services	(4,375)	(3,717)	(3,207)
HRA share of Corporate and Democratic Core	723	583	576
Net Operating Cost of HRA Services	(3,652)	(3,134)	(2,631)
Capital Financing and Interest Charge:			
Interest Payable	1,852	1,857	1,855
Interest Receivable	(29)	(26)	(27)
Amortised Premiums and (Discounts)	(3)	(3)	(3)
Reversal of Depreciation and Amortisation	(4,939)	(4,954)	(5,173)
Transfer to Major Repairs Reserve	4,939	4,954	5,173
Capital Expenditure Funded from Revenue	51	-	-
Repayment of Internal Borrowing	1,693	787	807
Total Capital Financing and Interest Charge:	3,564	2,615	2,631
(Surplus) or Deficit for the year	(88)	(519)	-
Working Balance at 1 April	(2,638)	(1,939)	(2,836)
(Surplus) or Deficit for the year	(88)	(519)	-
Working Balance at 31 March	(2,726)	(2,458)	(2,836)
Allocation of Working Balance:			
- General Working Balance	(1,043)	(1,500)	(1,500)
- Special Projects	(1,408)	(683)	(1,061)
- Self Insurance	(275)	(275)	(275)
Working Balance at 31 March	(2,726)	(2,458)	(2,836)

CAPITAL PROGRAMME 2017/18 TO 2019/20	2017/18 £'000	2018/19 £'000	2019/20 £'000	Total £'000
Housing Revenue Account Investment				
New Dwellings	284	185	185	654
Improvements to Existing Stock	4,732	4,363	2,951	12,046
Other works:				
Adaptations for Disabled Tenants	415	415	415	1,245
Communal TV Aerials Replacement	35	35	35	105
Recreation and Play Areas	50	50	50	150
Rooms in Roofs Conversions	165	165	165	495
Total Housing Revenue Account Investment	5,681	5,213	3,801	14,695
General Fund Housing Investment				
Mandatory Disabled Facilities Grants	840	840	840	2,520
Private Sector Housing Grants	135	135	135	405
Total General Fund Housing Investment	975	975	975	2,925
Total Housing Investment	6,656	6,188	4,776	17,620
General Fund Non-Housing Investment				
Indoor Leisure Facilities	250	50	50	350
Parks, Recreation and Play Areas	271	50	50	371
Vehicle and I.T. Equipment Replacements	233	-	-	233
Flood Alleviation	136	48	-	184
Newhaven Fort Major Repairs and Improvements	50	50	50	150
Asset Management - Commercial Development:				
- Cradle Hill	220	-	-	220
- Denton Island	530	-	-	530
- Turkish Baths	220	-	-	220
- Commercial Property Acquisitions	4,000	4,000	4,000	12,000
Implementing change to Waste and Recycling	1,800	-	-	1,800
Property Assets Major Works	190	150	150	490
Total General Fund Non-Housing Investment	7,900	4,348	4,300	16,548
TOTAL CAPITAL INVESTMENT	14,556	10,536	9,076	34,168
Capital Investment Financed by				
Borrowing	(284)	(185)	(185)	(654)
HRA Major Repairs Reserve	(5,397)	(5,028)	(3,616)	(14,041)
Total Housing Revenue Account Financing	(5,681)	(5,213)	(3,801)	(14,695)
Government Grant	(840)	(840)	(840)	(2,520)
Useable Capital Receipts	(135)	(135)	(135)	(405)
Total General Fund Housing Financing	(975)	(975)	(975)	(2,925)
Borrowing	(4,970)	(4,000)	(4,000)	(12,970)
General Fund Reserves	(2,624)	(250)	(250)	(3,124)
Section 106 Contributions	(139)	(50)	(50)	(239)
Capital Expenditure Financed from Revenue	(136)	(48)	-	(184)
Useable Capital Receipts	(31)	-	-	(31)
Total General Fund Non-Housing Financing	(7,900)	(4,348)	(4,300)	(16,548)
TOTAL CAPITAL FINANCING	(14,556)	(10,536)	(9,076)	(34,168)

STATEMENT OF GENERAL FUND RESERVES	Balance at 1 April 2017	Transfers to reserves	Transfers from reserves		Balance at 31 March 2018
	£'000	£'000	for revenue expenditure	for capital expenditure	£'000
	£'000	£'000	£'000	£'000	£'000
Strategic Change	(2,101)	(1,473)	1,004	700	(1,870)
Asset Maintenance	(2,027)	(283)	0	591	(1,719)
Vehicle and Equipment Replacemen	(2,545)	(320)	0	1,333	(1,532)
Economic Regeneration	(209)	0	60	0	(149)
Revenue Grants and Contribution:	(184)	0	30	0	(154)
Unallocated	(2,292)	226	0	0	(2,066)
TOTAL GENERAL FUND RESERVES	(9,358)	(1,850)	1,094	2,624	(7,490)

SUPPORT SERVICES - SUMMARY OF NET EXPENDITURE AND RECHARGES	2015/16 ACTUAL £	2016/17 BUDGET £	2017/18 BUDGET £
Audit and Counter Fraud	290,519	304,600	305,000
Finance	818,857	879,100	849,000
Human Resources	410,378	345,500	300,000
Information Technology	1,437,440	1,575,600	1,544,000
Legal Services	521,016	523,400	537,000
Office Accommodation	725,207	782,000	643,400
SUPPORT SERVICES NET EXPENDITURE	4,203,417	4,410,200	4,178,400
Recharges to General Fund Services	(3,541,350)	(3,732,251)	(3,464,982)
Recharges to the Housing Revenue Account	(662,067)	(677,949)	(713,418)
SUPPORT SERVICES RECHARGES	(4,203,417)	(4,410,200)	(4,178,400)

SUPPORT SERVICES - AUDIT AND COUNTER FRAUD	2015/16 ACTUAL £	2016/17 BUDGET £	2017/18 BUDGET £
Operating Expenditure			
Employees	242,261	252,100	255,300
Transport	8,847	9,700	7,200
Supplies and Services	2,711	3,800	3,500
TOTAL OPERATING EXPENDITURE	253,819	265,600	266,000
Income	-	-	-
TOTAL INCOME	-	-	-
NET OPERATING EXPENDITURE	253,819	265,600	266,000
Support Services	36,700	39,000	39,000
NET EXPENDITURE TO RECHARGE	290,519	304,600	305,000

Service description

Providing an independent and objective internal audit opinion on the Council's control environment by testing key controls and evaluating their effectiveness.

Managing the Council's counter fraud arrangements.

Budget changes

There are no major changes between the budgets for 2016/17 and 2017/18.

SUPPORT SERVICES - FINANCE	2015/16 ACTUAL £	2016/17 BUDGET £	2017/18 BUDGET £
Operating Expenditure			
Employees	579,638	624,800	609,200
Transport	4,183	4,300	4,300
Supplies and Services	37,100	49,500	46,500
TOTAL OPERATING EXPENDITURE	620,921	678,600	660,000
Income			
Miscellaneous	(368)	(2,000)	(5,000)
TOTAL INCOME	(368)	(2,000)	(5,000)
NET OPERATING EXPENDITURE	620,553	676,600	655,000
Support Services	198,304	202,500	194,000
NET EXPENDITURE TO RECHARGE	818,857	879,100	849,000

Service description

Providing accountancy and insurance services, processing income and collecting debts, paying external customers and suppliers, paying staff and Councillors.

Budget changes

The main changes between the budgets for 2016/17 and 2017/18 are as follows:

2016/17 Budget		879,100
Employees		
- deletion of 1 full-time post	(48,500)	
- 1 new part-time post	14,500	
- pay inflation, increments and other payroll changes	<u>9,200</u>	
		(24,800)
Net effect of minor budget variations		(5,300)
2017/18 Budget		849,000

SUPPORT SERVICES - HUMAN RESOURCES	2015/16 ACTUAL £	2016/17 BUDGET £	2017/18 BUDGET £
Operating Expenditure			
Supplies and Services	38,949	-	-
Third Party Payments	246,625	250,000	254,000
TOTAL OPERATING EXPENDITURE	285,574	250,000	254,000
Income	-	-	-
TOTAL INCOME	-	-	-
NET OPERATING EXPENDITURE	285,574	250,000	254,000
Support Services	124,804	95,500	46,000
NET EXPENDITURE TO RECHARGE	410,378	345,500	300,000

Service description

On 1 April 2015 the Council entered into a shared service arrangement with Eastbourne Borough Council for the provision of a shared Human Resources service.

The arrangement requires that Eastbourne Borough Council employs all the staff and bears all the costs of providing the shared service and recharges Lewes District Council for its use of the service.

The service provided by Eastbourne includes the recruitment and development of employees, ensuring compliance with the law, and developing and maintaining the Council's employment policies and procedures.

Budget changes

The main changes between the budgets for 2016/17 and 2017/18 are as follows:

2016/17 Budget	345,500
Third Party Payments - inflation	4,000
Support Services - reduction following review of support staff allocations	(49,500)
2017/18 Budget	300,000

SUPPORT SERVICES - INFORMATION TECHNOLOGY	2015/16 ACTUAL £	2016/17 BUDGET £	2017/18 BUDGET £
Operating Expenditure			
Employees	653,503	660,200	-
Transport	830	1,200	-
Third Party Payments	-	-	660,000
Supplies and Services	720,049	795,300	797,100
TOTAL OPERATING EXPENDITURE	1,374,382	1,456,700	1,457,100
Income			
Non-Government Grants, Reimbursements and Contributions	(36,042)	(37,100)	(37,100)
TOTAL INCOME	(36,042)	(37,100)	(37,100)
NET OPERATING EXPENDITURE	1,338,340	1,419,600	1,420,000
Support Services	99,100	156,000	124,000
NET EXPENDITURE TO RECHARGE	1,437,440	1,575,600	1,544,000

Service description

Managing the development, installation and maintenance of the Council's computer hardware and software systems, including the Council's web site, which support the delivery of services to the public.

Budget changes

The main changes between the budgets for 2016/17 and 2017/18 are as follows:

2016/17 Budget	1,575,600
Support Services - reduction from efficiency savings and review of allocations	(32,000)
Net effect of efficiency savings and minor budget variations	400
2017/18 Budget	1,544,000

SUPPORT SERVICES - LEGAL SERVICES	2015/16 ACTUAL £	2016/17 BUDGET £	2017/18 BUDGET £
Operating Expenditure			
Employees	723,986	669,500	716,300
Transport	6,231	7,000	7,300
Supplies and Services	38,932	42,800	42,800
TOTAL OPERATING EXPENDITURE	769,149	719,300	766,400
Income			
Fees and Charges	(29,470)	(71,300)	(77,900)
Non-Government Grants, Reimbursements and Contributions	(293,263)	(230,600)	(255,500)
TOTAL INCOME	(322,733)	(301,900)	(333,400)
NET OPERATING EXPENDITURE	446,416	417,400	433,000
Support Services	74,600	106,000	104,000
NET EXPENDITURE TO RECHARGE	521,016	523,400	537,000

Service description

On 1 April 2015 the Council entered into a shared service arrangement with Eastbourne Borough Council for the provision of a shared Legal service.

The arrangement requires that Lewes District Council employs all the staff and bears all the costs of providing the shared service and recharges Eastbourne Borough Council for its use of the service.

The service provided by Lewes comprises legal advice and services to both Councils to ensure that each acts in accordance with the law.

Expenditure and recharges have grown to meet the increased need of both authorities for legal services to support major regeneration and commercial developments.

Budget changes

The main changes between the budgets for 2016/17 and 2017/18 are as follows:

2016/17 Budget		523,400
Employees		
- upgrade trainee solicitor to qualified solicitor post	24,000	
- part-time solicitor post increased to full-time	<u>23,400</u>	
		47,400
Non-Government Grants, Reimbursements and Contributions		
- increase in recharges to Eastbourne Borough Council for use of the shared service		(24,900)
Net effect of minor budget variations		(8,900)
2017/18 Budget		537,000

SUPPORT SERVICES - OFFICE ACCOMMODATION	2015/16 ACTUAL £	2016/17 BUDGET £	2017/18 BUDGET £
Operating Expenditure			
Employees	239,227	304,900	219,000
Premises	232,803	234,000	222,700
Transport	8,600	7,400	11,000
Supplies and Services	140,738	141,600	132,700
TOTAL OPERATING EXPENDITURE	621,368	687,900	585,400
Income			
Miscellaneous			
- Photo Voltaic Solar Panel feed-in tariff	(9,616)	(10,000)	(10,000)
TOTAL INCOME	(9,616)	(10,000)	(10,000)
NET OPERATING EXPENDITURE	611,752	677,900	575,400
Support Services	113,455	104,100	68,000
NET EXPENDITURE TO RECHARGE	725,207	782,000	643,400

Service description

This service comprises offices at Southover House, Lewes and at Saxon House, Newhaven.

The offices are used to provide services to customers via reception points, telephone, email and the Council's web site, and to accommodate the Council's staff who deliver those services.

The costs of office accommodation are recharged to services based on occupation of the buildings.

For the purposes of allocation these office accommodation costs are increased by IT costs of £865,000 held within the Information Technology budget.

This makes a total for allocation of £1,509k (£1,687k in 2016/17) which represents the full cost of providing serviced office accommodation in order to deliver services to customers.

Budget changes

The main changes between the budgets for 2016/17 and 2017/18 are as follows:

2016/17 Budget	782,000
Employees - reduction from efficiency savings and review of staff time allocations	(85,900)
Premises - net reduction from efficiency savings	(11,300)
Support Services - reduction from efficiency savings and review of allocations	(36,100)
Net effect of minor budget variations	(5,300)
2017/18 Budget	643,400

SUPPORT SERVICES - RESOURCE ANALYSIS	2015/16 ACTUAL £	2016/17 BUDGET £	2017/18 BUDGET £
Operating Expenditure			
Employees	2,438,615	2,511,500	1,799,800
Premises	232,803	234,000	222,700
Transport	28,691	29,600	29,800
Supplies and Services	978,479	1,033,000	1,022,600
Third Party Payments	246,625	250,000	914,000
TOTAL OPERATING EXPENDITURE	3,925,213	4,058,100	3,988,900
Income			
Fees and Charges	(29,470)	(71,300)	(77,900)
Non-Government Grants, Reimbursements and Contributions	(329,305)	(267,700)	(292,600)
Miscellaneous	(9,984)	(12,000)	(15,000)
TOTAL INCOME	(368,759)	(351,000)	(385,500)
NET OPERATING EXPENDITURE	3,556,454	3,707,100	3,603,400
Support Services	646,963	703,100	575,000
NET EXPENDITURE BEFORE RECHARGES	4,203,417	4,410,200	4,178,400

SUPPORT SERVICES MEMORANDUM ACCOUNT - STAFF RECRUITMENT, TRAINING AND WELFARE	2015/16 ACTUAL £	2016/17 BUDGET £	2017/18 BUDGET £
Operating Expenditure			
Employees	69,162	101,500	121,000
Transport	6,526	6,500	6,000
Supplies and Services	375	37,500	3,000
TOTAL OPERATING EXPENDITURE	76,063	145,500	130,000
Income			
Miscellaneous	(3,335)	-	-
TOTAL INCOME	(3,335)	-	-
NET OPERATING EXPENDITURE	72,728	145,500	130,000
RECHARGE TO SERVICES	(72,728)	(145,500)	(130,000)

Service description

Investing in the training and welfare of the Council's workforce.

For management and monitoring purposes the costs of staff recruitment, training and welfare are first charged to a single account before being recharged to services where they are recorded as Employees rather than as Support Services.

Budget changes

The main changes between the budgets for 2016/17 and 2017/18 are as follows:

2016/17 Budget	145,500
Employees - transfer of budget previously held within Supplies and Services	19,500
Supplies and Services	
- transfer of budget to Employees	(19,500)
- efficiency savings	<u>(15,500)</u>
	(35,000)
2017/18 Budget	130,000

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