



# Agenda

## Overview and Scrutiny Committee

Thursday 25 January 2024  
at 7pm

Guildhall, St Peter's Place, Canterbury

## **Membership of the Committee**

**Councillor Paul Prentice (Chair)**

**Councillor James Flanagan (Vice Chair)**

**Councillor Dane Buckman**

**Councillor Rachel Carnac**

**Councillor Elizabeth Carr-Ellis**

**Councillor Liz Harvey**

**Councillor Keji Moses**

**Councillor Harry McKenzie**

**Councillor Peter Old**

**Councillor Dan Smith**

**Councillor Naomi Smith**

**Councillor Jeanette Stockley**

**Councillor Clare Turnbull**

Quorum: 7

## **NOTES**

1. Members of the public may at meetings of the Committee so long as they contact Democratic Services by 12.30pm the working day before the meeting.

2. The venue for the meeting is wheelchair accessible and has an induction loop to help people who are hearing impaired.

3. Everyone is welcome to record meetings of the Council and its Committees using whatever non-disruptive methods you think are suitable. If you are intending to do this please mention it to the Democratic Services Officer and do not use flash photograph unless you have previously asked whether you may do so. If you have any questions about this please contact Democratic Services (members of the press please contact the Press Office). Please note that the Chair of the meeting has the discretion to withdraw permission and halt any recording if in the Chair's opinion continuing to do so would prejudice proceedings at the meeting. Reasons may include disruption caused by the filming or recording or the nature of the business being conducted.

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Persons making recordings are requested not to put undue restrictions on the material produced so that it can be reused and edited by all local people and organisations on a non-commercial basis.

If a meeting passes a motion to exclude the press and public then, in conjunction with this, all rights to record the meeting are removed.

4. The information contained within this agenda is available in other formats, including Braille, large print, audio cassettes and other languages.

Contact: Democracy, 01227 862009, [democracy@canterbury.gov.uk](mailto:democracy@canterbury.gov.uk)

# Agenda

## 1 APOLOGIES FOR ABSENCE

## 2 SUBSTITUTE COUNCILLORS

## 3 DECLARATIONS OF INTEREST

TO RECEIVE any declarations for the following in so far as they relate to the business for the meeting:-

- a. Disclosable Pecuniary Interests
- b. Other Significant Interests (what were previously thought of as non-pecuniary Prejudicial interests)
- c. Voluntary Announcements of Other Interests

Voluntary Announcements of Other Interests not required to be disclosed as DPI's or OSI's, ie announcements made for transparency reasons alone, such as:

- Membership of outside bodies that have made representations on agenda items, or
- Where a Councillor knows a person involved, but does not have a close association with that person, or
- Where an item would affect the well-being of a Councillor, relative, close associate, employer, etc but not his/her financial position.

[Note: an effect on the financial position of a Councillor, relative, close associate, employer, etc; OR an application made by a Councillor, relative, close associate, employer, etc, would both probably constitute either an OSI or in some cases a DPI].

## 4 PUBLIC PARTICIPATION

Members of the public may speak on any item on the agenda, for a maximum of three minutes, provided that notification has been given to Democratic Services by 12.30pm on the working day before the Meeting.

(Please note: for items on this agenda that are being recommended to Cabinet, public speaking is only permitted at the Overview and Scrutiny Committee meeting.)

## 5 MINUTES OF THE MEETING HELD ON 21 NOVEMBER 2023

To confirm as a true record the minutes of the meeting of the Overview and Scrutiny Committee held on 21 November 2023.

**6 LUF HIGHWAYS PROJECTS - DECISION TO IMPLEMENT** (pages 6-46)

To CONSIDER the report of the Service Director – Place and Head of Transport and Environment

**7 PROPOSED CHANGES TO CHARGES AND CONDITIONS IN COUNCIL CAR PARKS** (pages 47-102)

To CONSIDER the report of the Service Director - Place

**8 GENERAL FUND REVENUE AND CAPITAL BUDGETS 2024/25** (pages 103-222)

TO CONSIDER the report of Tricia Marshall, Director of Corporate Services and Head of Paid Service and Nicci Mills, Service Director Finance and Procurement and s151 officer.

**9 HOUSING REVENUE ACCOUNT REVENUE AND CAPITAL BUDGETS 2024/25** (pages 223-249)

TO CONSIDER the report of Marie Royle, Service Director People and Nicci Mills, Service Director Finance and Procurement and s151 officer.

**10 OPPORTUNITY TO PURCHASE AFFORDABLE HOUSING NEAR CANTERBURY** (pages 250-259)

To CONSIDER the report of the Director of People and Place, and Service Director - People

(Councillors are asked to note the confidential annex later on the agenda when considering this item.)

**11 DATE OF NEXT MEETING**

7 pm, Thursday 29 February 2024

**12 ANY OTHER URGENT BUSINESS TO BE DEALT WITH IN PUBLIC**

**13 EXCLUSION OF THE PRESS AND PUBLIC**

TO RESOLVE – That under Section 100(A)(4) of the Local Government Act 1972, the press and public be excluded from the meeting during consideration of the following items of business on the grounds that there would be disclosure of exempt information as defined in Part 1 of Schedule 12A of the Act or the Freedom of Information Act or both.

**14 CONFIDENTIAL ANNEXES - OPPORTUNITY TO PURCHASE AFFORDABLE HOUSING NEAR CANTERBURY**

(The information contained here is exempt from being published because its disclosure is likely to prejudice the commercial interest of

both the Council and other bodies (s. 43 Freedom of Information Act 2000). The Council considers that at present the public interest in maintaining the exemption outweighs the public interest in disclosing it. Paragraph 3 of schedule 12A of the Local Government Act 1972 also applies.)

TO NOTE

**15 ANY OTHER URGENT BUSINESS WHICH FALLS UNDER THE EXEMPT PROVISIONS OF THE LOCAL GOVERNMENT ACT 1972 OR THE FREEDOM OF INFORMATION ACT 2000 OR BOTH**

## Overview and Scrutiny Committee

25 January 2024

**Subject: Main highway projects included in the Levelling Up Fund (LUF)**

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**Director and Head of Service:**

Bill Hicks, Service Director, Place

Richard Moore, Head of Transport and Environment

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**Officer:**

Joshua Theobald, Project Delivery Officer (Transport)

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**Cabinet Member:**

Cllr Alex Ricketts

Cabinet Member for Tourism, Movement and Rural Development

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**Key or Non Key decision:**

Non Key

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**Decision Issues:**

These matters are within the authority of Cabinet

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**Is any of the information exempt from publication:**

This report is open to the public.

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**CCC ward(s):**

**Westgate**

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**Summary and purpose of the report:**

*The report sets out the main improvements to the public highway that were included in the Levelling Up Fund (LUF) bid, provides a summary of the public consultation responses to the outline designs, sets out proposed changes and seeks a recommendation for project implementation.*

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**To Recommend (to Cabinet):**

- That the detailed designs shown on the drawings in Appendices 2-5 relating to the following projects : Westgate Square, St Georges Square, St Georges Lane, Dane John to Castle (via Castle Row car park), are agreed.
  - That a Section 278 agreement is entered into with Kent County Council for the implementation of these projects.
  - That the Cabinet Member for Tourism, Movement and Rural Development, in consultation with the Head of Transport and Environment, is given delegated authority to make any changes required by KCC.
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**Next stage in process:**

The recommendations and comments of the Overview & Scrutiny Committee will be reported

to Cabinet on 8 February when a final decision on project implementation on the detailed designs will be made.

All representations made to the traffic regulation order changes will be reported to the Joint Transportation Board for their recommendations.

## **1. Introduction**

In January 2023 the government announced that it was awarding the Connected Canterbury: Unlocking the Tales of England project £19.9m with some additional match funding from the city council.

The project is designed to make the most of the city's history and heritage, revitalise its public spaces and build on the past to bring even more success in the future.

The main elements included in the bid are as follows :-

- Restoration to the Canterbury Castle and grounds
- Repairs to Poor Priests' Hospital in Stour Street
- Creation of 'Westgate Square' near the Westgate Towers
- Revitalising the public space around the clocktower in St Georges Street
- Making the bus station and St Georges Lane a greener and more pedestrian friendly arrival point
- Improvements in Castle Row, Longport and St Radigunds public car parks
- The introduction of 9 story gardens
- The creation of heritage routes or trails

The award of the funding currently requires all LUF grant money to be spent by March 2025 which is an extremely tight deadline particularly for infrastructure changes on the public highway.

## **2. Detail**

2.1 Public consultation was undertaken for 12 weeks from 14 August 2023 to 6 November 2023 on indicative designs in the following areas which are designated public highway :-

- a. changes near the Westgate Towers and creation of a Westgate Square
- b. changes near the clocktower and creation of a St George's Square
- c. changes along St George's Lane and the bus station
- d. changes to pedestrian and cycle routes to the Norman Castle
- e. changes to footways on Pound Lane between the Causeway and St Peter's Lane

2.2 The consultation comprised an online questionnaire, two drop-in events and targeted stakeholder engagement. As well as the online questionnaire, respondents were also able to submit detailed written comments.

2.3 121 online responses were received along with 18 written responses. A separate meeting and site visit was held with the Disability Advisory Panel (DAP).

2.4 A summary of the results of the consultation is included within this report and more detailed information is contained in Appendix 1. The views and comments of DAP are set out in the equality impact assessment.

2.5 During the consultation process, the council appointed consultants HTA to ensure a consistent design approach with all the LUF projects. They have reviewed the indicative

highway designs that were subject to public consultation and their suggestions have been taken into consideration in the final designs.

2.6 In addition, a formal Stage 1/2 Road Safety Audit process was undertaken on the indicative designs and this has resulted in a number of design changes.

2.7 An explanation for all of the proposed changes that have been made to the designs taken to public consultation is included in the tables within the report. The changes take into account : the views and comments received through the public consultation process (PC), the road safety audit process (RSA), HTA's design review (HTA) and the funding that is available for these elements in the overall LUF award.

2.8 Examples of the proposed materials to be used are shown in Appendix 6.

2.9 It should be noted that further changes are likely to be required by Kent County Council as part of the formal S278 process. To avoid delays to the implementation programme, delegated authority for these changes is sought for the Cabinet Member for Tourism, Movement and Rural Development, in consultation with the Head of Transport and Environment.

### **3.0 Westgate Square : analysis of consultation responses**

3.1 The online results demonstrate that a majority of respondents are currently not satisfied with the appearance of the roads and footways around the Westgate Towers (59%) and also agree with all or some of the proposed features (68%).

In terms of the design features, a majority of respondents agree/tend to agree with all proposed features with the exception of the removal of the 'left turn only' traffic order from St Peters Street and the need for a new food or beverage concession.

Summary as follows :-

47% agree/tend to agree with the proposed carriageway/footway materials whilst 33% disagree/tend to disagree

44% agree/tend to agree with the proposed road layout whilst 41% disagree/tend to disagree

50% agree/tend to agree with the proposed closure of Pound Lane whilst 41% disagree/tend to disagree

36% agree/tend to agree with the proposed removal of the left turn only from St Peters Street whilst 47% disagree/tend to disagree

54% agree/tend to agree with the proposed restricted parking zone whilst 33% disagree/tend to disagree

69% agree/tend to agree with the proposed replacement of taxi rank with four trees whilst 26% disagree/tend to disagree

62% agree/tend to agree with the additional seating whilst 24% disagree/tend to disagree

73% agree/tend to agree with the additional planting whilst 17% disagree/tend to disagree

76% agree/tend to agree with the improved lighting whilst 9% disagree/tend to disagree



71% agree/tend to agree with decluttering the street whilst 15% disagree/tend to disagree

45% agree/tend to agree with the proposed cycle parking hub whilst 24% disagree/tend to disagree

28% agree/tend to agree with a new food and beverage concession whilst 46% disagree/tend to disagree

3.2 The main points raised in the written responses were as follows :-

- Scepticism over the suitability of a 'shared space' environment considering the volume of traffic.
- Concern over the proposed use of smooth sawn granite setts as used elsewhere in the city such as Guildhall Street and Best Lane.
- Suggestion for a change in the proposed carriageway surfacing under the towers.
- Suggestions for design changes at the end of Pound Lane.
- Suggestions for tree planting in the footway outside Ocakbasi.
- Suggestion to reposition the proposed cycle hub.
- Suggestion to move the pelican crossing towards the proposed square.
- Suggestions for different surface materials to be used around the Guildhall and the towers.
- Suggestion to remove planters from the design.
- Suggestion to incorporate traffic restrictions signs into the design and avoid the use of yellow lines.
- To ensure large vehicles can navigate through the square.
- To ensure that the timing of the works and vehicle diversions are communicated to stakeholders.
- Suggestion that the scheme is unlikely to reduce traffic dominance.
- There are no details to show how events in the square would be served by electricity or water.
- To include more covered cycle parking, improve cycle signage and retain the existing cycle refuge into the design.
- To swap the Give Way priority from St Peters Street to St Peters Place.
- Support for the proposal of a unified space i.e. square.
- Support for the closure of Pound Lane.
- Support for the proposed use of yorkstone and buff coloured surfacing.

3.3 Table of the main proposed changes to the indicative design

| Ref | Issue raised   | Where | Proposed change(s)  |
|-----|--|-------|---|
| 1   | Risk of vehicle collisions   | RSA   | Include a painted left-turn arrow at end of St Peter's Place and additional No Entry sign at St Peter's Street junction |
| 2   | Risk of vehicle/pedestrian collisions across public square for blind and vision impaired         | RSA   | Include tactile hazard paving around perimeter of square where any kerbs are removed                                    |
| 3   | Risk of reversing collisions if drivers attempt to turn into Pound Lane from the Westgate Towers | RSA   | Relocate bollards closer to the edge of the carriageway so they are more conspicuous to drivers                         |

|    |   |         |   |
|----|---|---------|---|
| 4  | Risk of vehicle/pedestrian collisions due to the planters/planting obstructing inter-visibility | RSA     | The raised planters will be omitted   |
| 5  | Maximising space available for pedestrians  | RSA/PC  | The intermittent planters in front of Barretts would have provided a visual guide to drivers and created increased safe space for pedestrians. As a consequence of ref 4, a 60mm high kerb will be along the widened footway instead.                               |
| 6  | Historical street references  | PC      | Traditional 'Canterbury Crossings' will be installed around the perimeter of the square. Other paving details around the Westgate Towers.   |
| 7  | Suggestion for more green space/trees   | HTA, PC | Additional trees in St Peters Place and one on the corner of Pound Lane. Rain garden planting areas will be installed behind the kerblines in St Peters Place   |
| 8  | Choice and colour of granite setts  | PC      | The granite setts will be sawn and tumbled (to soften the edges) and the colours will be different shades of grey rather than the brighter pinks/yellows used elsewhere in the city.  |
| 9  | Re-use existing natural stone materials   | PC      | It is proposed that the existing granite setts will be re-used on the approach to the Westgate Towers from St Dunstons Street and through the archway. Existing yorkstone paving will also be re-used in appropriate areas that are not subject to vehicle overrun. |
| 10 | Cycle hub location  | PC      | Relocated to rear of footway  |
| 11 | New food or beverage concession not required  | PC      | This proposal has been removed and instead the council will work with existing premises in the vicinity to explore opportunities for tables/chair licences  |

#### 4.0 St George's Square

4.1 The online results demonstrate that a majority of respondents are currently not satisfied

with the appearance of the road and footways in the St George's Square area (70%) and also agree with all or some of the proposed features (70%).

In terms of the design features, a majority of respondents agree/tend to agree with all proposed features with the exception of the road layout where some people would prefer the space to be fully pedestrianised and others felt the formation of a 'square' would restrict traffic flow.

Summary as follows :-

46% agree/tend to agree with the proposed carriageway/footway materials whilst 39% disagree/tend to disagree

39% agree/tend to agree with the proposed road layout whilst 41% disagree/tend to disagree

70% agree/tend to agree with the additional seating whilst 17% disagree/tend to disagree

72% agree/tend to agree with the additional planting whilst 15% disagree/tend to disagree

67% agree/tend to agree with the improved lighting whilst 17% disagree/tend to disagree

74% agree/tend to agree with decluttering the street whilst 19% disagree/tend to disagree

45% agree/tend to agree with the proposed cycle parking hub whilst 24% disagree/tend to disagree

43% agree/tend to agree with a new concession whilst 17% disagree/tend to disagree

3.2 The main points raised in the written responses were as follows :-

- Suggestion that the proposed square blocks and negates the historic street alignment and history of the site concerning the church and that it should be retained.
- Concern over the lack of visual queues for visually impaired people crossing the site.
- Suggestion for the sunken garden around the clock tower to be reinstated.
- Suggestion for a tree to be planted in the square.
- Suggestion for the location of a proposed statue of Chistopher Marlowe in the square.
- Queries over the use of planters in the design.
- To ensure that the timing of the works and vehicle diversions are communicated to stakeholders.
- To ensure large vehicles can navigate through the square.

4.3 Table of the main proposed changes to the indicative design :

| Issue raised  | Where | Proposed change/s                            |
|---|-------|--|
| Risk of vehicle/pedestrian collisions due to the planters/planting obstructing inter-visibility | RSA   | The raised planters will be omitted          |
| Concern regarding the   | PC    | All changes proposed to both the carriageway |

|  |    |  |
|--|----|--|
| paving layout, vehicle movements and the historic street alignment |    | and footway will be omitted  |
| Decluttering   | PC | The bollards on the Fenwicks side of the street (except the hostile vehicle mitigation bollards) and some bollards on the clock tower side will be removed                                       |
| More greenery/trees  | PC | 4 additional trees will be planted on the Fenwicks side of the street  |
| Cycle parking  | PC | Cycle stands will be installed between the proposed trees at the Canterbury Lane end of the street   |
| Seating  | PC | Bench seating will be installed between the proposed trees opposite the clocktower. Additional seating will also be considered within HTA's design of the non highway part of St George's Square |

## 5.0 St George's Lane and the Bus Station

5.1 The online results demonstrate that 48% of respondents are currently satisfied with the appearance of the road, footways and bus shelters in St George's Lane whilst 47% are dissatisfied. A majority of respondents agree with all or some of the proposed features (60%).

In terms of the design features, a majority of respondents agree/tend to agree with all proposed features with the exception of the proposed design of the bus shelters where many people expressed concern regarding the loss of cover, protection from the elements and seating.

Summary as follows :-

28% agree/tend to agree with the proposed layout of the new bus shelters whilst 61% disagree/tend to disagree

55% agree/tend to agree with green roofs on bus shelters whilst 20% disagree/tend to disagree

87% agree/tend to agree with improved lighting in bus shelters whilst 4% disagree/tend to disagree

89% agree/tend to agree with real-time bus information whilst 3% disagree/tend to disagree

60% agree/tend to agree with footway widening whilst 17% disagree/tend to disagree

46% agree/tend to agree with new road surfacing whilst 22% disagree/tend to disagree

50% agree/tend to agree with the proposed raised zebra crossing whilst 23% disagree/tend to disagree

42% agree/tend to agree with improved cycle facilities whilst 24% disagree/tend to disagree

52% agree/tend to agree with the proposed kerb build out opposite the bus station entrance whilst 21% disagree/tend to disagree

62% agree/tend to agree with paving improvements around the former ticket office whilst 14% disagree/tend to disagree

5.2 The main points raised in the written responses were as follows :-

- Suggestion that the bus shelters must retain the same amount of coverage and seating.
- Suggestions for more cycle parking, relocation of the cycle hub and addition of secure cycle lockers.
- Suggestion for a cycling contraflow on St George's Lane.
- Concern that the plans may be short-term bearing in mind the aspirations in the Local Plan.

5.3 Table of proposed changes to the indicative design

| Issue raised                         | Where | Proposed change/s  |
|--------------------------------------|-------|--|
| Concern regarding bus shelter design | PC    | A further short and targeted consultation process will be undertaken on the detailed bus shelter designs |

## 6.0 Pedestrian and cycling routes to the Norman Castle

6.1 The online results demonstrate that a majority of respondents (77%) agree with some or all the proposed changes to pedestrian and cycle routes to the Norman Castle.

In terms of the design features, a majority of respondents agree/tend to agree with all proposed features.

Summary as follows :-

69% agree/tend to agree with resurfacing in Church Lane whilst 13% disagree/tend to disagree

79% agree/tend to agree with improved lighting in Church Lane whilst 13% disagree/tend to disagree

61% agree/tend to agree with new raised crossing point on Castle Street whilst 23% disagree/tend to disagree

69% agree/tend to agree with a widened pathway via Castle Row car park whilst 21% disagree/tend to disagree

64% agree/tend to agree with a planter separating the pathway from Castle Row car park 28% disagree/tend to disagree

77% agree/tend to agree with improved lighting whilst 10% disagree/tend to disagree

56% agree/tend to agree with improved cycle facilities whilst 26% disagree/tend to disagree

6.2 The main points raised in the written responses were as follows :-

- Suggestions for more cycle parking, relocation of the cycle hub and improved cycle signage.
- Suggestion to retain and the historic alignment of the existing wall in the centre of the footway.
- Suggestion to remove the planter.
- Suggestions to retain and extend the boundary walls around the car park.
- Concern over pedestrian and cyclist conflict on the proposed shared path.

6.3 Table of the main proposed changes to the indicative design

| Issue raised  | Where  | Proposed change/s   |
|---|--------|---|
| Raised crossing in Castle Street                    | PC/HTA | The length of the crossing will be extended to include the pedestrian gate into the castle grounds  |
| Footway alignment between Dane John and the Castle  | HTA    | The path alignment will be slightly curved  |
| Green buffer and trees between pathway and car park | HTA    | More trees will be planted and the green buffer increased in size to provide SUDS drainage benefits |

## 7.0 Footway changes in Pound Lane between the Causeway and St Peters Lane

7.1 The online results demonstrate that 47% of respondents are currently satisfied with the footways on Pound Lane between the Causeway and St Peters Lane whilst 42% are dissatisfied. 56% of respondents agree with some or all of the proposed changes.

Summary as follows :-

45% agree/tend to agree with widening the footway at the Causeway whilst 36% disagree/tend to disagree

45% agree/tend to agree with widening the footway at St Peters Place whilst 47% disagree/tend to disagree

7.2 The main points raised in the written responses were as follows :-

- Concerns over narrowing the carriageway which could increase vehicle conflict/congestion especially after Marlowe Theatre performances.
- Concerns over the loss of historic kerb alignments.
- Suggestion for a footway to be installed across St Radigunds Bridge instead.
- Suggestion for a pedestrian crossing to be installed across Pound Lane.
- Suggestion for a large raised table across the whole area and a continuous footway across the Causeway.
- To ensure that the timing of the works and vehicle diversions are communicated to stakeholders.

### 7.3 Proposed changes to the indicative design

It is proposed that these designs are not implemented for the following reasons :-

- a. The consultation results demonstrate a majority of respondents are satisfied with the current layout
- b. The consultation results demonstrate there is only marginal support for the footway widening on the Causeway side of the road
- c. The consultation results demonstrate that a majority of respondents do not support footway widening on the St Peters Place side of the road.

7.4 Although it is not proposed to proceed with these particular changes, the area will be included within the review of walking route improvements between LUF sites and if more modest improvements (i.e. dropped crossings, surface repairs) are identified then these may still be implemented.

### 8.0 Next Stages

A S278 process which includes a detailed technical approval process with KCC will be carried out, a competitive tender process will be undertaken and the projects will then be implemented.

### 9.0 Construction timetable

Because of the length of time it takes to gain approval for highway alterations, the long lead in time for some materials and the rigid LUF completion deadline, the construction programme will be compressed with some projects overlapping.

It is currently proposed that the majority of construction activity will be undertaken during the period July 2024 - March 2025. Although the LUF expenditure deadline is currently March 2025, it is possible to go beyond this date using our match funding. Therefore in order to minimise conflict with the redevelopment of the Barretts building, it is proposed that the Westgate Square work would be carried out during the period January - November 2025.

## 10. Relevant Council policy, strategies or budgetary documents

Corporate Plan 2021-2024

We recognise preserving and enhancing our heritage assets is important

We will work hard to keep our influence over transport matters so that we can implement our plans wherever possible

## 11. Consultation planned or undertaken

A comprehensive 12 week public consultation exercise has been undertaken and all responses considered in detail. The revised designs have taken into consideration the suggestions raised in the consultation, the RSA and by HTA consultants.

No further public consultation will be carried out. The Overview & Scrutiny and Cabinet meetings will provide a further opportunity for people to comment and raise concerns on the revised proposals.

## **12. Options available with reasons for suitability**

- a) To recommend that the detailed designs shown on the drawings in Appendices 2-5 relating to the following projects : Westgate Square, St Georges Square, St Georges Lane, Dane John to Castle (via Castle Row car park) are agreed.
  
- b) To recommend changes to the detailed designs shown on the drawings in Appendices 2-5 relating to the following projects : Westgate Square, St Georges Square, St Georges Lane, Dane John to Castle (via Castle Row car park).

## **12. Reasons for supporting option recommended, with risk assessment**

Option a) is recommended for the following reason.

It is clear from the representations received that some people have very strong views on the designs. These views vary and in many places conflict depending on whether people are primarily focussed on ; pedestrian improvements, cycle facilities, creating green space, restoring historic street layouts or ensuring motorists are unaffected.

The proposed design changes incorporate as many of the views and suggestions as possible whilst still ensuring the key outputs of LUF bid are delivered.

## **13. Implications**

### **(a) Financial**

Detailed estimates will be carried out on all highway proposals prior to award of contracts to ensure they keep within the overall funding provision.

Items that require additional revenue funding e.g. new soft landscaping areas will be assessed and funding provision agreed before award of contracts.

### **(b) Legal**

All highway changes will be undertaken under the Section 278 agreement with KCC as the Highway Authority.

### **(c) Equalities**

An equality impact assessment is shown in Appendix 8. The Disability Advisory Panel and Kent Association for the Blind have been directly consulted on the detailed proposals and a site visit held - their main views and comments are listed in the equality assessment.

### **(d) Environmental including carbon emissions and biodiversity**

A climate change impact assessment is shown in Appendix 7.

**Contact Officer: Richard Moore, Head of Transport and Environment**

## **Background documents and appendices**

|            |  |
|------------|--|
| Appendix 1 | Detailed consultation results                          |
| Appendix 2 | Westgate Square : proposed general arrangement plan    |
| Appendix 3 | St George's Square : proposed general arrangement plan |



|            |  |
|------------|--|
| Appendix 4 | St George's Lane : proposed general arrangement plan                     |
| Appendix 5 | Castle pedestrian/cycle improvements : proposed general arrangement plan |
| Appendix 6 | Indicative palette of materials  |
| Appendix 7 | Climate Change Impact Assessment   |
| Appendix 8 | Equality Impact Assessment   |



# Appendix 1: Connected Canterbury – Unlocking the Tales of England highways proposals

## Consultation responses

### 1. Introduction

Consultation on Canterbury City Council's (CCC) plans to make changes to the public highway took place between Monday 14 August 2023 and Monday 6 November 2023.

This consultation sought views on each of the following five proposals:

- changes near the Westgate Towers and creation of a Westgate Square
- changes near the clocktower and creation of a St George's Square
- changes along St George's Lane and to the bus station
- changes to the pedestrian and cycle routes to the Norman Castle
- changes to footways on Pound Lane between The Causeway and St Peter's Lane.

Respondents were asked to comment on the current appearance and layout of these areas before giving their views on proposed changes.

The consultation also set out individual features within each proposal and asked respondents to express their level of agreement for each of these.

A total of 139 responses were received.

## 2. Executive summary

The main findings from the consultation are:

- Most respondents are not satisfied with the current appearance of all of the five areas, particularly the road and footways in St George's Square.
- Across the five areas, the reasons for this are lack of safety, cleanliness, and specific reference to cars dominating public spaces.
- Overall, there was a majority of respondents that agreed with all or some of the proposals at each of the locations.
- The pedestrian and cycling routes to Norman Castle received the highest level of agreement with respondents recognising the benefits of enhancing cycle routes and lighting for cyclists and pedestrians (59% agree).
- The proposals with the lowest level of agreement are changes to footways on Pound Lane between The Causeway and St Peter's Lane (40% disagree), this was followed by proposed changes to St George's Lane and the bus station (38% disagree).
- The concerns raised for proposals were specific to each of the five schemes, as were the elements people perceived as positive.

### 3. Consultation methodology

Consultation took place between Monday 14 August 2023 and Monday 6 November 2023. The following methods were used to seek views:

- an online questionnaire, which received 121 responses
- a paper version of the questionnaire, of which none were returned
- written representations were also welcomed and 18 were received.

The consultation was promoted in the following ways:

- an article on the council's newsroom site
- posts on the council's social media channels
- two in-person meetings where council officers were present to answer questions and take suggestions from the public.

Additionally, the following stakeholders were emailed directly to encourage them to respond to the consultation:

- Parish councils
- CCC councillors
- Relevant KCC councillors
- Residents' associations
- Local 'Friends of' groups
- Canterbury Connected Business Improvement District (BID)
- Canterbury Archaeological Trust
- Canterbury Green Party
- Canterbury Inter Faith Association
- Canterbury Society
- Canterbury Society
- Canterbury Action for Sustainable transport
- Canterbury College
- Cathedral Court Residents Association
- C4B
- CPRE Kent
- CPRE Kent
- East Cliff Neighbourhood Panel
- English Rural Housing Association
- Ethnic Minority Independent Council (EMIC)
- Ethnic Minority Independant Council
- Herne Bay and District Chamber of Commerce
- Hi Kent
- Hilltop Community
- Home Builders Federation
- Chamber of Commerce
- Invicta Chamber of Commerce
- Local Democracy Forum
- Moat Housing
- Mono Consultants Limited
- SPOKES East Kent Cycle Campaign
- St Mildreds Area Conservation Society SMACS
- The Crab & Winkle Line Trust
- The Canterbury Academy Trust
- The Gardens Trust
- The Georgian Group
- The Ickham, Littlebourne and Wickhambreaux Society
- The Open Spaces Society
- The Society of Sturry Village
- The Talk of Tankerton
- The Twentieth Century Society
- Theatres Trust
- Whitstable Improvement Trust
- Visit Kent
- Canterbury Climate Action Partnership
- Canterbury Christchurch Student Union
- University of Kent Student Union
- UCA Student Union

- Age UK Canterbury
- Canterbury Inter-Faith Association (CANDIFA)
- Disability Advisory Panel (DAP)
- Ethnic Minority Independent Council (EMIC)
- HiKent
- Nigerian Community Association
- Polish Educational Club in Kent (PECK)
- Karibu Community Action Kent
- Kwan Ngei Chinese Association
- Canterbury and District Jewish Community
- Canterbury Muslim Cultural Centre

- Kent County Council - Highways
- Stagecoach
- Whitefriars
- Marlowe Society
- English Heritage
- World Heritage Committee
- Pride
- Visit Kent
- Canterbury Cathedral
- Canterbury Festival
- Continental Drifts
- Kent Cultural Transformation Board
- Canterbury Tales of England
- Canterbury Archaeological Trust

## 4. Findings

NB: Percentages have been rounded to the nearest decimal point

### 4.1. Questionnaire responses

A total of 121 completed questionnaires were submitted, all of which were online.

#### 4.1.1. Respondent profile

Over 90% of respondents are residents of the Canterbury district.

| Respondent type                             | Percentage |
|---|------------|
| A resident of the Canterbury district       | 93% (112)  |
| A visitor to the Canterbury district        | 2% (2)     |
| A worker in the Canterbury district         | 3% (3)     |
| A business, organisation or community group | 3% (4)     |
| A city, county, parish or town councillor   | -          |
| An MP                                       | -          |

The majority of people responding were aged between 45 and 74.

| Age          | Percentage |
|--------------|------------|
| Under 18     | -          |
| 18 to 25     | 5% (6)     |
| 26 to 34     | 12% (14)   |
| 35 to 44     | 12% (14)   |
| 45 to 54     | 17% (20)   |
| 55 to 64     | 22% (26)   |
| 65 to 74     | 17% (20)   |
| 75 to 84     | 12% (14)   |
| 85 and above | 1% (1)     |

NB: 6 (4.9%) respondents did not give their age

More females responded than males.

| Gender  | Percentage |
|---|------------|
| Male  | 35% (42)   |
| Female  | 56% (68)   |
| Prefer to self-describe (for example, non-binary, gender fluid etc) | 1% (1)     |

NB: 10 (11.6%) respondents did not give their gender

#### 4.1.2. Changes near the Westgate Towers and creation of a Westgate Square

Over half of respondents are not satisfied with the current appearance of the road and footways around the Westgate Towers.

| Satisfied with current appearance of the road and footways around the Westgate Towers | Percentage |
|---|------------|
| Yes   | 36% (21)   |
| No  | 59% (34)   |
| Don't know  | 5% (3)     |

Respondents were asked to explain why they were either satisfied or dissatisfied with the appearance of the road and footways around the Westgate Towers. The following comments were received:

- Too many cars: 10 comments
- Area needs cleaning: 9 comments
- Feels unsafe to cross: 7 comments
- Busy junction with noise and air pollution: 6 comments
- Railing need to be added: 6 comments
- Lack of green space: 6 comments
- It's fine as it is: 5 comments
- Too much clutter: 4 comments
- Easier for cyclists: 4 comments
- Waste of money: 3 comments
- Doesn't look aesthetically pleasing: 2 comments
- Keep it functional and authentic: 2 comments
- It already does what's needed: 1 comment
- Approve the adding of the square: 1 comment
- Like that more trees are planted: 1 comment
- Remove beggars: 1 comment
- Disagree with changes: 1 comment
- Remove social distancing posts: 1 comment
- It looks disorganised: 1 comment
- Disagree with getting rid of bus shelter: 1 comment

68% of respondents expressed agreement with some or all of the proposals to change the layout and appearance of Westgate Square, with some third of respondents disagreeing with them completely.

| Agreement with proposals to change the layout and appearance of Westgate Square | Percentage |
|---|------------|
| Yes   | 21% (12)   |



|              |          |
|--------------|----------|
| No           | 31% (18) |
| Some of them | 47% (27) |
| Not sure     | 2% (1)   |

Respondents were asked to explain why they agreed or disagreed with proposals to change the layout and appearance of Westgate Square. The following comments were received:

- Need to maintain traffic flow: 9 comments
- Disagree with closing Pound Lane: 8 comments
- Make it safer for pedestrians: 6 comments
- Waste of money: 6 comments
- Decrease street furniture: 5 comments
- Agree with closing Pound Lane: 4 comments
- Improve cycling routes and facilities: 3 comments
- Consider using accessible materials for paved areas: 3 comments
- Need more detail: 3 comments
- Keep the heritage aspects: 3 comments
- Standardise the street furniture: 2 comments
- Whole area needs improving: 2 comments
- Plenty of food outlets already in St Peters: 2 comments
- Make it easier for sight impaired travel: 2 comments
- Add more green space: 2 comments
- Stop discriminating against disabled drivers: 1 comment
- Install ULEZ zones: 1 comment
- Enforce existing rules: 1 comment
- Leave Westgate alone: 1 comment
- Concern of impact on Masonic Hall: 1 comment
- Seating is needed: 1 comment
- Disagree with larger square: 1 comment

Respondents were asked to state the extent to which they agreed or disagreed with proposed new features near the Westgate Towers and creation of a Westgate Square.

A majority of respondents either strongly agree or tend to agree with all of the proposed features with the exception of the removal of the 'left turn only' traffic order from St Peters Street and the need for a new food or beverage concession.

| Proposed new features - extent of agreement/disagreement |                |               |                            |                  |                   |            |
|--|----------------|---------------|----------------------------|------------------|-------------------|------------|
|  | Strongly agree | Tend to agree | Neither agree nor disagree | Tend to disagree | Strongly disagree | Don't know |
| Carriageway and footway materials                        | 12             | 15            | 12                         | 10               | 9                 | -          |
|  | 21%            | 26%           | 21%                        | 17%              | 16%               | -          |
| Road layout  | 9              | 16            | 8                          | 7                | 17                | 1          |

| Proposed new features - extent of agreement/disagreement |                |               |                            |                  |                   |            |
|--|----------------|---------------|----------------------------|------------------|-------------------|------------|
|  | Strongly agree | Tend to agree | Neither agree nor disagree | Tend to disagree | Strongly disagree | Don't know |
|  | 16%            | 28%           | 14%                        | 12%              | 29%               | 2%         |
| New traffic regulations                                  |                |               |                            |                  |                   |            |
| a) Pound Lane closure                                    | 18             | 11            | 5                          | 7                | 17                | -          |
|  | 31%            | 19%           | 9%                         | 12%              | 29%               | -          |
| b) Remove left only from St Peter's Street               | 10             | 11            | 8                          | 9                | 18                | 2          |
|  | 17%            | 19%           | 14%                        | 16%              | 31%               | 3%         |
| c) Restricted parking zone                               | 20             | 11            | 8                          | 6                | 13                | -          |
|  | 35%            | 19%           | 14%                        | 10%              | 22%               | -          |
| d) Replacement of taxi rank with four trees              | 24             | 16            | 3                          | 4                | 11                | -          |
|  | 41%            | 28%           | 5%                         | 7%               | 19%               | -          |
| Seating  | 25             | 11            | 8                          | 6                | 8                 | -          |
|  | 43%            | 19%           | 14%                        | 10%              | 14%               | -          |
| Planting   | 26             | 16            | 5                          | 3                | 7                 | 1          |
|  | 45%            | 28%           | 9%                         | 5%               | 12%               | 2%         |
| Lighting   | 22             | 22            | 9                          | -                | 5                 | -          |
|  | 38%            | 38%           | 16%                        | -                | 9%                | -          |
| Decluttering the street                                  | 25             | 16            | 7                          | 2                | 7                 | 1          |
|  | 43%            | 28%           | 12%                        | 3%               | 12%               | 2%         |
| Cycle parking hub  | 16             | 10            | 16                         | 4                | 10                | 2          |
|  | 28%            | 17%           | 28%                        | 7%               | 17%               | 3%         |
| New food and beverage concession                         | 5              | 11            | 14                         | 10               | 17                | 1          |
|  | 9%             | 19.0%         | 24%                        | 17%              | 29%               | 2%         |

#### 4.1.3. Changes near the St George's Tower (clocktower) and creation of a St George's Square

Over two thirds of respondents (70%) are not satisfied with the current appearance of the road and footways in St George's Square.

| Satisfied with current appearance of the road and footways in St George's Square |          |
|--|----------|
| Yes  | 28% (13) |
| No   | 70% (32) |
| Don't know   | 2% (1)   |

Respondents were asked to explain why they were either satisfied or dissatisfied with the appearance of the road and footways in St George's Square. The following comments were received:

- Needs a clean: 11 comments
- Dominated by cars: 7 comments
- Dangerous for pedestrians: 5 comments
- Keep with the heritage: 5 comments
- New paving is awful: 4 comments
- Too much street clutter: 3 comments
- Do not change traffic flow: 3 comments
- It's easier to travel: 2 comments
- Waste of money: 2 comments
- Make more green space: 2 comments
- Difficult for sight impaired users: 1 comment
- It's adequate as it is: 1 comment
- More public seating is needed: 1 comment
- Place automatic barriers for disabled drivers: 1 comment
- Clock tower feels abandoned: 1 comment

70% of respondents expressed agreement with some or all of the outlined proposals with 28% disagreeing completely.

| Agreement with proposals to change the layout and appearance of St George's Square | Percentage |
|--|------------|
| Yes  | 24% (11)   |
| No   | 28% (13)   |
| Some of them   | 46% (21)   |
| Not sure   | 2% (1)     |

Respondents were asked to explain why they agreed or disagreed with proposals to change the layout and appearance of St George's Square. The following comments were received:

- Waste of money: 7 comments
- Proposals will restrict traffic flow: 5 comments
- Stain proof paving needed: 5 comments
- Approve of plans: 4 comments
- Proposals will make the area more attractive: 4 comments
- Scheme is confusing: 3 comments
- Maintain history of the city: 2 comments
- Remove street clutter: 2 comments
- Proposals will create more places to sit: 1 comment
- Clarification needed: 1 comment
- Use permanent structures for food stalls: 1 comment
- Should be taxi access only: 1 comment
- KCC don't maintain what's already there: 1 comment
- Would make it less dangerous: 1 comment
- Would support a ULEZ scheme: 1 comment
- Tower looks disconnected: 1 comment
- Install more cycle hubs: 1 comment
- More planting needed: 1 comment
- Retain disabled parking: 1 comment
- New paving is not easy to navigate in a wheelchair: 1 comment
- Need to provide large vehicle access to the Marlowe Theatre: 1 comment

A majority of respondents either strongly agree or tend to agree with all of the proposed features with the exception of the road layout where some people are concerned that traffic flow would be restricted.

| Proposed new features - extent of agreement/disagreement |                |               |                            |                  |                   |            |
|--|----------------|---------------|----------------------------|------------------|-------------------|------------|
|  | Strongly agree | Tend to agree | Neither agree nor disagree | Tend to disagree | Strongly disagree | Don't know |
| Carriageway and footway materials                        | 6              | 15            | 7                          | 7                | 11                | -          |
|  | 13%            | 33%           | 15%                        | 15%              | 24%               | -          |
| Road layout  | 5              | 13            | 8                          | 7                | 12                | 1          |
|  | 11%            | 28%           | 17%                        | 15%              | 26%               | 2%         |
| Seating  | 15             | 17            | 6                          | 2                | 6                 | -          |
|  | 33%            | 37%           | 13%                        | 4%               | 13%               | -          |
| Planting   | 16             | 17            | 5                          | 2                | 5                 | 1          |
|  | 35%            | 37%           | 11%                        | 4%               | 11%               | 2%         |
| Lighting   | 12             | 19            | 7                          | 2                | 6                 | -          |
|  | 26%            | 41%           | 15%                        | 4%               | 13%               | -          |

|                         |     |     |     |    |     |    |
|-------------------------|-----|-----|-----|----|-----|----|
| Decluttering the street | 17  | 17  | 3   | 2  | 7   | -  |
|                         | 37% | 37% | 7%  | 4% | 15% | -  |
| Concessions             | 8   | 12  | 15  | 2  | 6   | 3  |
|                         | 17% | 26% | 33% | 4% | 13% | 7% |

#### 4.1.4. Changes to St George's Lane and the bus station

An equal number of respondents are satisfied with the current appearance of the road, footways and bus shelters on St George's Lane as they are dissatisfied.

| Satisfied with current appearance of the road, footways and bus shelters on St George's Lane | Percentage |
|--|------------|
| Yes  | 48% (42)   |
| No   | 47% (41)   |
| Don't know   | 6% (5)     |

Respondents were asked to explain why they were either satisfied or dissatisfied with the appearance of the road, footways and bus shelters on St George's Lane. The following comments were received:

- Provides protection against the weather: 22 comments
- Old fashioned, needs updating: 11 comments
- It's fine as it is: 10 comments
- Large seating area is needed: 10 comments
- Waste of money: 8 comments
- Dislike current bus shelter: 7 comments
- It's not welcoming for pedestrians: 6 comments
- Needs queue management, too crowded: 5 comments
- Materials are non recyclable: 3 comments
- Needs a clean: 2 comments
- Signage needs improving: 2 comments
- Footways are too narrow: 2 comments
- Need more exists from the bus station: 1 comment
- Air too dirty: 1 comment
- Vehicle dominated area: 1 comment
- Noisy and confusing environment for sight impaired: 1 comment
- Better lighting needed: 1 comment
- Information point needed: 1 comment

Overall, 60% of respondents expressed agreement with some or all of the outlined proposals with 38% disagreeing completely.

| Agreement with proposals to change the layout and appearance of St George's Lane and the bus station | Percentage |
|--|------------|
| Yes  | 19% (17)   |
| No   | 38% (33)   |

|              |          |
|--------------|----------|
| Some of them | 41% (36) |
| Not sure     | 2% (2)   |

Respondents were asked to explain why they agreed or disagreed with proposals to change layout and appearance of St George's Lane and the bus station. The following comments were received:

- Continuous bus shelter is needed: 40 comments
- Large seating area needed: 10 comments
- Waste of money: 6 comments
- Agree with plans: 5 comments
- Agree to expand footways: 3 comments
- Need to address overcrowding and queuing: 3 comments
- Needs to reflect entrance to the city: 2 comments
- Agree with tactile zebra crossings: 2 comments
- Changes are not needed: 1 comment
- Agree to create cycle hubs: 1 comment
- Would support a ULEZ zone: 1 comment
- Surfaces are not sustainable: 1 comment
- Add more green spaces: 1 comment
- Need CCTV at cycle hubs: 1 comment
- Will be hard for busses to turn in the station: 1 comment
- Agree to replace shelters: 1 comment
- Disagree with location of cycle hire: 1 comment
- Work on traffic flow: 1 comment

Respondents were asked to state the extent to which they agreed or disagreed with proposed new features to St George's Lane and the bus station.

A majority of respondents either strongly agree or tend to agree with all of the proposed features with the exception of the new bus shelters.

| Proposed new features - extent of agreement/disagreement                                 |                |               |                            |                  |                   |            |
|--|----------------|---------------|----------------------------|------------------|-------------------|------------|
|  | Strongly agree | Tend to agree | Neither agree nor disagree | Tend to disagree | Strongly disagree | Don't know |
| Walking between the bus station and Whitefriars and improved pedestrian routes and space |                |               |                            |                  |                   |            |
| New bus shelters   | 17             | 8             | 5                          | 9                | 45                | 4          |
|  | 19%            | 9%            | 6%                         | 10%              | 51%               | 5%         |
| Green roofs on bus shelters  | 30             | 18            | 19                         | 8                | 10                | 3          |
|  | 34%            | 21%           | 22%                        | 9%               | 11%               | 3%         |
| Improved lighting in bus shelters  | 52             | 25            | 5                          | 1                | 3                 | 2          |
|  | 59%            | 28%           | 6%                         | 1%               | 3%                | 2%         |

|   |     |     |     |     |     |    |
|---|-----|-----|-----|-----|-----|----|
| Real-time bus information                                   | 63  | 15  | 6   | -   | 3   | 1  |
|   | 72% | 17% | 7%  | -   | 3%  | 1% |
| Footway widening  | 38  | 15  | 18  | 6   | 9   | 2  |
|   | 43% | 17% | 21% | 7%  | 10% | 2% |
| Road surfacing  | 17  | 24  | 25  | 8   | 11  | 3  |
|   | 19% | 27% | 28% | 9%  | 13% | 3% |
| Raised zebra crossing                                       | 21  | 23  | 21  | 7   | 13  | 3  |
|   | 24% | 26% | 24% | 8%  | 15% | 3% |
| Cycle facilities  | 18  | 18  | 27  | 9   | 12  | 4  |
|   | 21% | 21% | 31% | 10% | 14% | 5% |
| Improved bus access into the bus station with kerb buildout | 25  | 21  | 19  | 7   | 11  | 5  |
|   | 28% | 24% | 22% | 8%  | 13% | 6% |
| Improved area around former ticket office building          | 26  | 28  | 17  | 3   | 10  | 4  |
|   | 30% | 32% | 19% | 3%  | 11% | 5% |



#### 4.1.5. Changes to the pedestrian and cycling route to the Norman Castle

Over half of respondents (56%) are not satisfied with the current appearance of pedestrian and cycle routes to the Norman Castle and Dane John Gardens.

| Satisfied with current pedestrian and cycle routes to the Norman Castle and Dane John Gardens | Percentage |
|---|------------|
| Yes   | 28% (11)   |
| No  | 56% (22)   |
| Don't know  | 15% (6)    |

Respondents were asked to explain why they were either satisfied or dissatisfied with the current pedestrian and cycle routes to the Norman Castle and Dane John Gardens. The following comments were received:

- Doesn't feel safe: 5 comments
- Difficult for cyclists: 5 comments
- Badly signposted: 3 comments
- More than adequate: 3 comments
- Waste of money: 3 comments
- Needs to be cleaned: 2 comments
- Footpath is too narrow: 2 comments
- Agree with lighting improvements: 2 comments
- Not an area I visit: 2 comments
- Agree to encourage cycling: 1 comment
- Changes will not make a difference: 1 comment
- Unsafe for sight impaired residents: 1 comment
- Wall is in the way: 1 comment
- Disagree with loss of spaces: 1 comment

Over three quarters of respondents (77%) expressed agreement with some or all of the outlined proposals with 23% disagreeing completely.

| Agreement with proposals to change the pedestrian and cycling routes to the Norman Castle | Percentage |
|---|------------|
| Yes   | 59% (23)   |
| No  | 23% (9)    |
| Some of them  | 18% (7)    |
| Not sure  | -          |

Respondents were asked to explain why they agreed or disagreed with proposals to change the pedestrian and cycling routes to the Norman Castle. The following comments were received:

- Waste of money: 5 comments
- Agree with scheme: 5 comments
- Improving lighting is important: 5 comments
- Agree to remove high wall: 4 comments
- Widening path is important: 3 comments
- Important to create a cycle route: 3 comments
- It'll become full of litter: 3 comments
- Improvements don't go far enough: 2 comments
- Make the lighting a heritage design: 1 comment
- Road resurfacing needed: 1 comment
- Needs to be more accessible: 1 comment
- CCTV needed: 1 comment

Respondents were asked to state the extent to which they agreed or disagreed with proposed new features to the pedestrian and cycling route to the Norman Castle.

The majority of respondents either strongly agree or tend to agree with all of the proposed features.

| Proposed new features - extent of agreement/disagreement |                |               |                            |                  |                   |            |
|--|----------------|---------------|----------------------------|------------------|-------------------|------------|
|  | Strongly agree | Tend to agree | Neither agree nor disagree | Tend to disagree | Strongly disagree | Don't know |
| Church Lane  |                |               |                            |                  |                   |            |
| Road resurfacing   | 16             | 11            | 6                          | 1                | 4                 | 1          |
|  | 41%            | 28%           | 15%                        | 3%               | 10%               | 3%         |
| Improved lighting  | 24             | 7             | 2                          | 1                | 4                 | 1          |
|  | 62%            | 18%           | 5%                         | 3%               | 10%               | 3%         |
| Gas Street to Dane John                                  |                |               |                            |                  |                   |            |
| New raised crossing point on Castle Street               | 16             | 8             | 5                          | 2                | 7                 | 1          |
|  | 41%            | 21%           | 13%                        | 5%               | 18%               | 3%         |
| Widened pathway with buff surfacing                      | 19             | 8             | 3                          | -                | 8                 | 1          |
|  | 49%            | 21%           | 8%                         | -                | 21%               | 3%         |
| Landscaping planter                                      | 16             | 9             | 2                          | 2                | 9                 | 1          |
|  | 41%            | 23%           | 5%                         | 5%               | 23%               | 3%         |
| Lighting   | 22             | 8             | 4                          | -                | 4                 | 1          |
|  | 56%            | 21%           | 10%                        | -                | 10%               | 3%         |
| Cycle facilities in car park                             | 15             | 7             | 6                          | 1                | 9                 | 1          |
|  | 39%            | 18%           | 15%                        | 3%               | 23%               | 3%         |

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#### 4.1.6. Changes to footways on Pound Lane between The Causeway and St Peter's Lane

A relatively equal number of respondents are satisfied with the current footways on Pound Lane between The Causeway and St Peter's Lane as they are dissatisfied.

| Satisfied with current footways on Pound Lane between The Causeway and St Peter's Lane | Percentage |
|--|------------|
| Yes  | 47% (21)   |
| No   | 42% (19)   |
| Don't know   | 11% (5)    |

Respondents were asked to explain why they were either satisfied or dissatisfied with the current footways on Pound Lane between The Causeway and St Peter's Lane. The following comments were received:

- Pathways are too narrow: 9 comments
- Dangerous for pedestrians: 9 comments
- Works well now: 7 comments
- Waste of money: 3 comments
- Disagree with closing Pound Lane: 2 comments
- Sufficient for pedestrians: 1 comment
- Use materials historical to the area: 1 comment
- Make the underpasses safe: 1 comment

Over half of respondents (56%) expressed agreement with some or all of the outlined proposals with 40% disagreeing completely.

| Agreement with proposals to change the footways between The Causeway and St Peter's Lane | Percentage |
|--|------------|
| Yes  | 36% (16)   |
| No   | 40% (18)   |
| Some of them   | 20% (9)    |
| Not sure   | 4% (2)     |

Respondents were asked to explain why they agreed or disagreed with proposals to change the footways between The Causeway and St Peter's Lane. The following comments were received:

- Safety for pedestrians: 7 comments

- Widen walkway: 6 comments
- Waste of money: 6 comments
- It's ok as it is: 4 comments
- Disagree with closing Pound Lane: 4 comments
- Prioritise pedestrians: 3 comments
- Proposal will make traffic worse: 2 comments
- It's currently dangerous: 2 comments
- Agree with plans: 1 comment
- Need to allow large vehicles into Marlowe Theatre: 1 comment
- Already too narrow: 1 comment

Respondents were asked to state the extent to which they agreed or disagreed with proposed new features to footways on Pound Lane between The Causeway and St Peter's Lane.

Both features received a relatively mixed response with respondents split in their levels of agreement.

| Proposed new features - extent of agreement/disagreement |                |               |                            |                  |                   |            |
|--|----------------|---------------|----------------------------|------------------|-------------------|------------|
|  | Strongly agree | Tend to agree | Neither agree nor disagree | Tend to disagree | Strongly disagree | Don't know |
| Widened footway at The Causeway                          | 16             | 4             | 8                          | 4                | 12                | 1          |
|  | 36%            | 9%            | 18%                        | 9%               | 27%               | 2%         |
| Widened footway on Pound Lane near St Peter's Place      | 16             | 4             | 3                          | 7                | 14                | 1          |
|  | 36%            | 9%            | 7%                         | 16%              | 31%               | 2%         |

## 4.2. Written representations

A total of 18 written representations were received. A summary of the main points raised in the written responses is also included within the committee reports.

WR001 was received from a resident. This representation was unclear but seemed to suggest that the scheme would cause traffic to make detours to other areas of the city, wasting fuel and increasing pollution. As there are no proposals to change the traffic flow through or around the towers, it is not considered that this is a valid concern.

WR002 was received from a resident. This representation suggested that the government funding could be better spent on other projects in the city. The projects suggested are outside of the scope of the Connected Canterbury project but could be considered as part of the Transport Strategy.

WR003 was received from a residents association. This representation asked general questions relating to the overall Connected Canterbury project relating to sustainability, affordability, aesthetics, and heritage conservation...

WR004 was received from a resident. This representation called for more cycle parking, better cycle routes and clearer signage which will be taken into account in the scheme designs and within other stands of the Connected Canterbury project. It also called for e-scooters to be banned which is outside of the project scope.

WR005 was received from a resident. This representation did not support the scheme design for the footway changes in Pound Lane between the Causeway and St Peters Lane.

WR006 was received from a residents association. This representation suggested design alterations for the Westgate Square proposals. We have considered these as part of our scheme design development.

WR007 was received from a residents association. This representation suggested design alterations for the footway changes in Pound Lane between the Causeway and St Peters Lane. We have considered these as part of our scheme design development.

WR008 was received from a resident. This representation requested that the horse trough by the westgate towers be used as a flower planter and that a pedestrian crossing be installed on Pound Lane. We have considered these as part of our scheme design development.

WR009 was received from a business. This representation raised concerns over the accessibility to vehicles of the Westgate Square, St George's Square and footway changes in Pound Lane between the Causeway and St Peters Lane. We have considered these as part of our scheme design development. It also asked for improvements for cycling on other routes which we will consider within different stands of the Connected Canterbury project.

WR010 was received from a resident. This representation called for the shelters within the bus station to maintain the same amount of cover and seating as they currently have. We have considered these as part of our scheme design development.

WR011 was received from a local group. This representation called for increased and improved cycling infrastructure within the schemes. We have considered these as part of our scheme design development.

WR012 was received from a resident. This representation provided detailed design suggestions for all of the schemes. Where these were within the scope of the Connected Canterbury project, we have considered these as part of our scheme design development.

WR013 was received from a business. This representation provided detailed design suggestions for all of the schemes. We have considered these as part of our scheme design development.

WR014 was received from a business. This representation provided detailed design suggestions for all of the schemes. We have considered these as part of our scheme design development.

WR015 was received from a business. This representation provided detailed design suggestions for all of the schemes. We have considered these as part of our scheme design development.

WR016 was received from a local group. This representation provided detailed design suggestions for all of the schemes. We have considered these as part of our scheme design development.

WR017 was received from a public authority. This representation commented on the schemes in terms of highway asset management and road safety. We will address these comments as part of our Section 278 agreement with the highway authority and by carrying out road safety audits.

WR018 was received from a resident. This representation provided detailed design suggestions for the Westgate Square proposal. We have considered these as part of our scheme design development.

### 4.3. Public drop-in sessions

Public drop-in sessions were held on:

- The Guildhall, St Peter's Place, Canterbury, CT1 2DB, on Thursday 14 September 2023, 10am to 4pm
- The Guildhall, St Peter's Place, Canterbury, CT1 2DB, on Saturday 23 September 2023, 10am to 4pm

These events were promoted via email to a wide array of stakeholders on the council's newsroom website as well as social media channels.

In total, both events were attended by approximately 130 people.

Council officers involved in the design and delivery of the schemes were in attendance to answer questions and provide further details and clarifications on specific elements of the schemes.

In general, people were supportive of the overall principles of the schemes but there were a number of alternative suggestions made towards the details. These were also raised in the online survey.

A number of people were concerned that vehicle access through the Westgate Square and St George's Square would be restricted, and officers were able to reassure people that these measures were not being proposed.



## 5. Conclusions

Overall, the survey results show that people are generally unsatisfied with how the five areas look as they are.

Where there is a lack of overall agreement for each of the proposals, respondents did state that they agree with some of the suggested changes.

While the reasons for this were mixed contingent on the scheme in question, there were common themes that ran through each of them.

Safety was deemed important with concerns for pedestrians at the heart of numerous comments. Respondents also feel that any changes should be in keeping with Canterbury's cultural heritage.

While respondents expressed that they don't like some aspects of the proposals, these figures and comments should be considered in conjunction with evidence around current appearance and layout.

It's clear that the people of Canterbury are dissatisfied with how the five areas currently look. This suggests that action is needed.

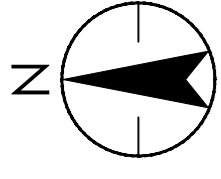
Given the response rate and overall engagement during the consultation period, residents seem engaged with proposed changes to work on the public highway.

It's hoped that the findings from this consultation provide useful insight as to how the council will proceed during the next stages of the project.

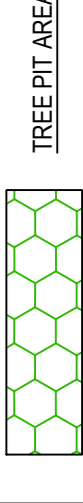




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UK Government



**LEGEND:**



DESIGN OF THIS AREA SUBJECT TO A SEPARATE CONSULTATION FOR A POTENTIAL STORY GARDEN

EXISTING HIGHWAY BOUNDARY - BASED ON OS INFORMATION

EXISTING STREET LIGHTING

EXISTING ANTI-TERROR BOLLARD TO BE RETAINED

EXISTING BOLLARDS WITHIN THE SQUARE TO BE REMOVED

PROPOSED CYCLE RACKS

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**NOTES**

UTILITIES NOTE: The position of any existing public or private sewers, utility services, plant or apparatus shown on this drawing is believed to be correct, but no warranty to this effect is given. The Contractor shall verify the position of any such services, plant or apparatus shown. The Contractor shall be responsible for obtaining the necessary permissions for the presence of any existing sewers, services, plant or apparatus may affect their operations.

**GENERAL NOTES:**

- DO NOT SCALE FROM THIS DRAWING.
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- DRAWING BASED ON ORDINANCE SURVEY MAPPING INFORMATION PROVIDED BY CANTERBURY CITY COUNCIL.
- ALL WORKS TO BE UNDERTAKEN IN ACCORDANCE WITH THE SPECIFICATION FOR HIGHWAY WORKS (S.H.W) AND KENT COUNTY COUNCIL SPECIFICATION.
- THIS DRAWING IS TO BE READ IN CONJUNCTION WITH ALL OTHER RELEVANT DOCUMENTATION.

CANTERBURY LANE

ST GEORGES STREET

EXISTING ANTI-TERROR BOLLARDS TO BE RETAINED

ST GEORGES TOWER

PROPOSED BENCH

WHITEFRIARS STREET

CYCLE RACKS

PROPOSED TREE PITS

ST GEORGES STREET

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|                  |      |       |                  |
|------------------|------|-------|------------------|
| PROJ. TEXT/ISSUE | CL   | AM    | 2024.01.10       |
| Issued/Revision  | By   | App'd | YYYY/MM/DD       |
|                  | AM   | AM    | 2024.01.03       |
|                  | Dwn. | Dign. | Chkd. YYYY/MM/DD |

**Issue Status**

**S2 - FOR INFORMATION**

This document is suitable only for the purpose noted above. Use of this document for any other purpose is not permitted.

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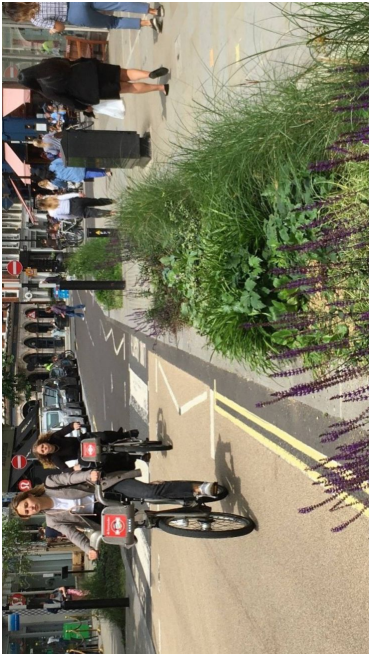
Title  
GENERAL ARRANGEMENT FOR ST GEORGES SQUARE

Project No. 330610743  
Drawing No. P01  
Revision  
AI Scale 1:125  
330610743-STN-HGN-A-DR-CH-0008

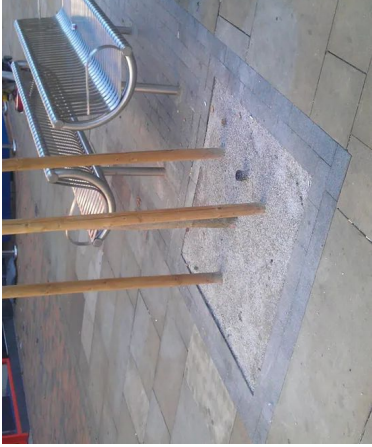








Example Rain Garden with indicative planting scheme.



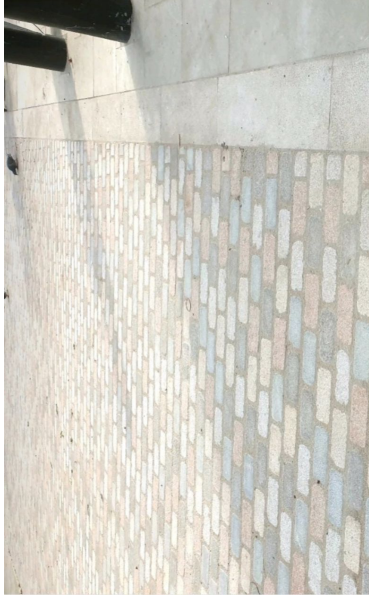
Example of permeable compacted gravel surfacing around new trees



Buff resin bonded surface, Palace Street, Canterbury



Example Cycle Hub (Source: West Midlands Cycle Hire)



Example tumbled granite sets

Overview and Scrutiny Committee  
25 January 2024

**Subject: Proposed changes to charges and conditions in council car parks**

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**Director and Head of Service:**

Bill Hicks, Service Director, Place  
Richard Moore, Head of Transport and Environment

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**Officer:**

Richard Moore

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**Cabinet Member:**

Cllr Alex Ricketts  
Cabinet Member for Tourism, Movement and Rural Development

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**Key or Non Key decision:**

Key

---

**Decision Issues:**

These matters are within the authority of Cabinet

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**Is any of the information exempt from publication:**

This report is open to the public.

---

**CCC ward(s):**

All

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**Summary and purpose of the report:**

*The report sets out the proposed changes to charges and conditions in the Off Street Parking Places Order (OSPPO) for the financial year 24/25, provides a summary of the public consultation responses and seeks recommendations to Cabinet.*

---

**To Recommend to Cabinet:**

- (1) That changes are made to the advertised proposals in respect to item numbers 3, 6, 13, 14, 35 as set out in the report
  - (2) That item numbers 1-54 (which include the changes above), as set out in Appendix 1, and the proposed permit charges, item number 55 as set out in Appendix 2 are implemented on 1 April 2024.
  - (3) That the financial impact of items 56-61 are taken into account in the 24/25 budget.
- 

**Next stage in process:**

The recommendations and comments of the committee will be considered by Cabinet on 8 February.

## 1. Introduction

1.1 Parking charges and operational aspects of the council's car parks are considered in the context of the district's parking and transportation strategies. Charges and conditions are set out in the Off-Street Parking Places Order (OSPPO).

1.2 The main objectives and proposed changes for the OSPPO that have been subject to public consultation are set out in the table below :-

| Objective   | Proposed Change   |
|---|---|
| Parking charges across the district to be more consistent. This will allow for clearer marketing and branding enabling drivers to make informed choices on where to park considering cost and convenience   | All public car parks in the district will be placed in standard tariff bands (currently only car parks in Canterbury) See <i>Appendix 1 that sets out all the proposed tariff changes across the district</i>                     |
|   | The seasonal tariffs in Whitstable and Herne Bay will be removed - car parks will offer different rates depending on which band they are in, but they will be the same cost all year round  |
|   | The same daytime charging period (7.30am-9pm) will be applied across the district - this means removing the free weekday period in Whitstable 8.30am-10am and the free 6pm-9pm period for ANPR account holders in William Street. |
| To meet current financial challenges including: the cost of operating Park & Ride and reopening the Sturry Road Park & Ride, the cost of proposals that reduce income, inflationary pressures and the need to increase income to help fund essential council services | The hourly rate tariffs will increase as follows :-<br><br>Band 1 +20p<br>Band 2 +20p<br>Band 3 +10p<br><br>All off-street parking permits will increase by 10%. See <i>Appendix 2 for full details</i>                           |
| To provide parking benefits for residents of the district   | Introduce a 10% discounted residents rate in ANPR car parks in Bands 2 & 3 and 20% at Park & Ride site  |
| To provide fairer parking offer for disabled drivers/passengers   | Restore the 3 hour free period for Blue Badge holders (currently 2 hours).<br><br>Increase the number of Blue Badge bays in Pound Lane car park from 10 to 15   |
| A different approach to EV vehicles   | The tariff discount offered to EV drivers with ANPR accounts and EV discount on permits are to be removed and greater emphasis given to installing EV infrastructure in car parks   |



1.3 The complete list of all the proposed changes along with the relevant financial impacts are set out in Appendix 1.

1.4 The proposed changes are wide ranging and will affect nearly every public car park in the district. Placing all car parks into standard tariff bands will enable clearer marketing and branding so that drivers can make informed choices on where to park considering cost and convenience.

1.5 The impact of new tariff bands, the residents' rate and the removal of seasonal premiums will mean that some car parks would go up in price but many car parks having a combined capacity of over 1500 spaces would be cheaper for residents.

## 2. Detail

2.1 Public consultation was carried out from 13th November to 8th January. The proposals were advertised in the 'Kentish Gazette' and public notices displayed in all of the affected car parks.

2.2 A total of 411 responses were received to the questionnaire. A summary of the consultation results is shown below and the detailed comments are set out in Appendix 3.

2.3 Three written responses were also received and these are also included in Appendix 3.

| Item | Area  | Proposal   | Consultation Responses                  |
|------|-------|--|---|
| 1    | All   | Introduce a residents' rate that provides 10% discount in Band 2 & 3 ANPR car parks and 20% at Park & Ride sites                   | 95 object<br>134 support<br>50 neither  |
| 2    | All   | Increase the free parking period for blue badge holders from 2 to 3 hours  | 47 object<br>173 support<br>59 neither  |
| 3    | All   | Remove the 20% discount for EV ANPR account holders and permit holders   | 106 object<br>67 support<br>100 neither |
| 4    | Whits | Remove the free parking period 8.30am-10am at Gorrell Tank, Middle Wall, Keams Yard, Gladstone Road, Shaftesbury Road, Victoria St | 218 object<br>15 support<br>47 neither  |
| 5    | H/Bay | Remove the free parking period 6pm-9pm for ANPR account holders in William Street  | 167 object<br>13 support<br>97 neither  |
| 6    | All   | Increase the daily capped charges : Band 1 £25 to £30, Band 2 £20 to £25, Band 3 £10 to £15  | 198 object<br>25 support<br>52 neither  |
| 7-15 | All   | Band 1 car parks to be £3.70 per hour  | 120 object                              |

|       |                |   |  |
|-------|----------------|---|--|
|       |                |   | 6 support<br>3 neither                 |
| 16-26 | All            | Band 2 car parks to be £2.70 per hour and £2.40/hour with a residents' rate   | 102 object<br>10 support<br>5 neither  |
| 27-41 | All            | Band 3 car parks to be £1.90 per hour and £1.70/hour with a residents' rate   | 110 object<br>11 support<br>17 neither |
| 42-49 | H/Bay<br>Whits | All day tariff at Leisure car parks to be £1.60 Mon-Fri and £3.20 weekends/Bank Hols (charges only apply 10am-4pm Apr-Sept) | 60 object<br>13 support<br>14 neither  |
| 50-52 | Cant           | Introduce a residents' rate of £3.20/day at Park and Ride sites   | 21 object<br>36 support<br>14 neither  |
| 53-55 | Cant           | Removal of Kingsmead Leisure Centre and Simmonds Road car parks from the OSPPO and inclusion of Kingfisher Close            | 15 object<br>10 support<br>37 neither  |
| 56    | All            | Increase permit charges by approx 10%   | 79 object<br>5 support<br>17 neither   |

## 2.4

### Main areas for objection and support

The three items that received the highest number of objections were as follows :-

1. Remove the free parking period 8.30am-10am at Gorrell Tank, Middle Wall, Keams Yard, Gladstone Road, Shaftesbury Road, Victoria St (218 objections)
2. Increase the daily capped charges : Band 1 £25 to £30, Band 2 £20 to £25, Band 3 £10 to £15 (198 objections)
3. Remove the free parking period 6pm-9pm for ANPR account holders in William Street (167 objections)

The two items that received the highest of number of support were as follows :-

1. Increase the free parking period for blue badge holders from 2 to 3 hours (173 in support)
2. Introduce a residents' rate that provides 10% discount in Band 2 & 3 ANPR car parks and 20% at Park & Ride sites (134 in support)

### 2.5 Proposed changes following consultation results and the financial impact.

In response to the results of the public consultation, it is proposed that the following changes are made. *Note, as these proposals are less restrictive or cheaper for users they do not need to be re-advertised.*

| Item  | Proposed Change   | Financial Impact |
|-------|---|------------------|
| 3     | The 20% EV discount available for residents permit holders to be retained                                   | -£6,000          |
| 6     | The daily capped charge at Band 2 car parks to remain at £20  | nil              |
| 13    | Beach Walk car park to move into Band 2 with an hourly rate tariff of £2.50 (advertised in Band 1 at £3.70) | -£17,000         |
| 14    | Oyster car park to move into Band 2 with an hourly rate tariff of £2.50 (advertised in Band 1 at £3.70)     | -£2,000          |
| 35    | Shaftesbury Road car park to have free parking for the first 30 minutes during the period 8am-9.30am        | -£15,000         |
| Total |   | -£40,000         |

2.6 If the changes are accepted, this reduction in revenue will be approximately balanced in the following ways :

| Item  | Proposed Change  | Financial Impact |
|-------|--|------------------|
| 58    | The amount allowed for parking discounts/incentives for events etc will be reduced from £15,000 to £10,000. Parking income will be reviewed throughout the year and if above budget then this sum can be reinstated.                             | +£5,000          |
| 59    | The amount allowed for changes to signage and tariff boards will be reduced from £30,000 to £20,000.   | +£10,000         |
|       | The financial impact of all the items (1-55) has been adjusted with income figures from Quarter 3 of the current year (previously based on Quarter 2) and these more accurate figures result in a small increase in predicted additional revenue | +£23,699         |
| Total |  | £38,699          |

2.7 These changes have been incorporated into the financial appraisal in Appendix 1 and the overall financial impact of all 24/25 car parking items is now £648,058.

### 3. Relevant Council policy, strategies or budgetary documents

These proposals help to fulfil the objectives of the Corporate Plan, Local Plan and the Canterbury District Transport Strategy. The financial implications are considered within the context of the Council's overall budget position.

#### **4. Consultation planned or undertaken**

Public consultation was carried out from 13th November to 8th January. The proposals advertised in the 'Kentish Gazette' and public notices displayed in all of the affected car parks. .

#### **5. Options available with reasons for suitability**

- a. To recommend that the OSPPO proposals set out in Appendix 1 and Appendix 2 (item numbers 1-55) are implemented and the financial impact of item numbers 56-61 included in the 24/25 budget.
- b. To make changes to any of the OSPPO proposals set out in Appendix 1 or Appendix 2 and these are then implemented, or to make changes to any of the item numbers 56-61 and include these in the 24/25 budget.
- c. Not to implement any of the OSPPO proposals or to include items 56-61 in the 24/25 budget.

#### **6. Reasons for supporting option recommended, with risk assessment**

Option a. is recommended for the following reasons :

- The proposals help to meet objectives of transport, parking and climate change policies that encourage greater use of sustainable transport and Park & Ride
- Rationalising the tariffs into district wide 'bands' will provide greater consistency and make it easier for drivers to make informed choices on where to park
- Having a residents' rate is fairer for people living in our district
- Restoring the 3 hour free period for blue badge holders in our car parks brings it back into line with on-street parking arrangements
- Additional income raised will help to reduce the council's overall funding gap and maintain essential services.
- The changes that are proposed reflect some of the concerns reflected in the public consultation.

#### **7. Implications**

##### **(a) Financial**

The financial implications for each of the proposals are set out in Appendix 1 and 2.

##### **(b) Legal**

The proposed changes will require amendment to the Off Street Parking Places Order and these are made under the provisions of the Road Traffic Act 1984.

##### **(c) Equalities**

An equality impact assessment is shown in Appendix 5. The Disability Advisory Panel were consulted on the detailed proposals.

##### **(d) Environmental including carbon emissions and biodiversity**

A climate change impact assessment is shown in Appendix 4

**Contact Officer: Richard Moore, Head of Transport and Environment**

**Background documents and appendices**

- Appendix 1 List of all car park proposals with financial implications
- Appendix 2 Proposed car park permit costs with financial implications
- Appendix 3 Detailed consultation responses
- Appendix 4 Climate Change Impact Assessment
- Appendix 5 Equality Impact Assessment

**Appendix 4 Climate Change Impact Assessment**

**Please provide an assessment of the impact of the proposal under each of the headings below. If none, please say so.**

**1. Climate Change impacts**

| Impact of proposal<br>Positive/<br>Neutral/<br>Negative  | Explanation of impact<br>If you have any relevant data, please include that in the explanation and reference the source.   | Mitigation |
|--|--|------------|
| <p><b>Impact on the council’s target of being carbon neutral by 2030</b><br/>This applies to emissions of carbon dioxide as a direct result of our <b>own</b> activities and services. Please consider the whole life impact of your proposals</p> |  |            |
| Neutral  | No direct impact   |            |
| <p><b>Impact on carbon emissions in the Canterbury district</b><br/>This applies to the carbon dioxide emissions in the district as a result of your proposal. Please consider the whole life impact of your proposals.</p>                        |  |            |
| Positive   | <p>The move to place all car parks in Bands 1,2 or 3 will make it easier for drivers to make informed choices based on cost and convenience - this should encourage greater use of under used car parks. Improved marketing, particularly making it clear which car parks have spare capacity using real-time ANPR data will reduce congestion and queuing when car parks are full. Removing the am weekday discount in Whitstable car parks will remove the incentive for parents to drive children to school.</p> <p>The tariff increases generally will encourage greater use of sustainable transport including Park &amp; Ride and lead to a reduction in driving into the city and town centres. This in turn will help to reduce emissions including CO2.</p> |            |

**Emission of other climate changing gases**

including methane, CFCs, nitrous oxide

Positive

The move to place all car parks in Bands 1,2 or 3 will make it easier for drivers to make informed choices based on cost and convenience - this should encourage greater use of under used car parks. Improved marketing, particularly making it clear which car parks have spare capacity using real-time ANPR data will reduce congestion and queuing when car parks are full. Removing the am weekday discount in Whitstable car parks will remove the incentive for parents to drive children to school.

The tariff increases generally will encourage greater use of sustainable transport including Park & Ride and lead to a reduction in driving into the city and town centres. This in turn will help to reduce vehicle NOx emissions.

**2. Adaptation to climate change - Impact on our resilience to the effects of climate change**

The greatest risks posed by climate change to the UK are:

- Flooding and coastal changes including erosion from extreme events
- Risks to health caused by high temperatures
- Water shortages and drought
- Risk to natural environments & services - landscape, wildlife, pollinators, timber etc
- Risk to food production & trade
- Emergence of new pests and diseases affecting people, plants & animals

**What impact do your proposals have on our ability to resist or tackle these problems in the future?**

| <b>Impact of proposal</b><br>Positive/<br>Neutral/<br>Negative | Explanation of impact | Mitigation |
|--|-----------------------|------------|
| <b>Neutral</b>   | n/a                   |            |

**3. Further assessment work**

Is a further more detailed assessment required at a later stage of this proposal?

If yes, please give a brief description

## Appendix 5 - Equality Impact Assessment

Please refer to the [Equality Impact Assessment guidance](#) to help you in completing this form.

For the purposes of this form, we refer to your policy, function, project or service as a proposal.

We have contact with two groups who can be useful sounding boards as part of any consultation or pre consultation engagement. They are the Disability Advisory Board (DAP) and the Ethnic Minority Independent Council (EMIC), both are local groups. You can contact Matthew Archer for further advice.

|   |                                   |
|---|-----------------------------------|
| <b>Date of initial assessment</b>                 | October 2023                      |
| <b>Division</b>                                   | Transport and Environment         |
| <b>Proposal to be assessed</b>                    | 24/25 OSPPO                       |
| <b>New or existing policy or function?</b>        | Existing                          |
| <b>External (i.e. public-facing) or internal?</b> | External                          |
| <b>Statutory or non-statutory?</b>                | Non Statutory                     |
| <b>Your name</b>                                  | Richard Moore                     |
| <b>Your job title</b>                             | Head of Transport and Environment |
| <b>Your contact</b>                               | richard.moore@canterbury.gov.uk   |
| <b>Decision maker</b>                             | Council                           |
| <b>Estimated proposal deadline</b>                | Final decision February 2024      |

|  |  |
|--|--|
| <p><b>Please outline your proposal, including:</b></p> <ul style="list-style-type: none"> <li>● Aims and objectives</li> <li>● Key actions</li> <li>● Expected outcomes</li> <li>● Who will be affected and how</li> <li>● How many people will be affected</li> </ul> | <p><b>Aims and Objectives:</b><br/>           Parking charges across the district to be more consistent<br/>           The need to meet current financial challenges<br/>           To provide parking benefits for residents of the district<br/>           To provide fairer parking offer for disabled drivers/passengers</p> <p><b>Key actions:</b><br/>           Changes to terms and conditions in the OSPPO</p> <p><b>Expected outcomes:</b><br/>           Banding changes will allow for clearer marketing and branding which will enable drivers to make informed choices on where to park<br/>           Reopening Sturry Road Park &amp; Ride<br/>           Longer free parking stays for Blue Badge holders<br/>           Increased income<br/>           Tariff increases will encourage greater use of sustainable transport modes</p> |
|--|--|

|   |  |
|---|--|
|   | <p><b>How will be affected :</b><br/>All residents and visitors to the Canterbury district</p> <p><b>How many people will be affected :</b> Over 5000 parking acts per day</p> |
| <p><b>What relevant data or information is currently available about the customers who may use this service or could be affected?</b><br/>Please give details; for example “x% of customers are female” or “x% of customers are aged over 60”</p> | None   |

|  |        |             |
|--|--------|-------------|
| <p><b>Is the decision relevant to the aims of the Public Sector Equality Duty, which are listed below?</b><br/>Guidance on the aims can be found in the EHRC’s <a href="#">PSED Technical Guidance</a></p> |        |             |
| Aim  | Yes/No | Explanation |
| <b>Eliminate discrimination, harassment and victimisation</b>  | n/a    |             |
| <b>Advance equality of opportunity between persons who share a relevant protected characteristic and persons who do not share it</b>   | n/a    |             |
| <b>Foster good relations between persons who share a relevant protected characteristic and persons who do not share it</b>   | n/a    |             |

|   |   |   |   |
|---|---|---|---|
| <p><b>Assess the relevance of the proposal to people with different protected characteristics, and assess the impact of the proposal on people with different protected characteristics.</b><br/>Your explanation should make it clear who the assessment applies to within each protected characteristic. For example, a proposal may have high relevance for young people but low relevance for older people; it may have a positive impact on women but a neutral impact on men.</p> |   |   |   |
| Protected characteristic  | Relevance to proposal<br>High/<br>Medium/<br>Low/None | Impact of proposal<br>Positive/<br>Neutral/<br>Negative | Explanation   |
| <b>Age</b>  | n/a   |   |   |
| <b>Disability</b>   | Medium  | Positive  | Increasing the free parking period in car parks from 2 hours to 3 hours will improve access to amenities for blue badge holders |
| <b>Gender reassignment</b>  | n/a   |   |   |
| <b>Marriage and civil partnership</b>   | n/a   |   |   |
| <b>Pregnancy and maternity</b>  | n/a   |   |   |
| <b>Race</b>   | n/a   |   |   |



|                           |     |  |  |
|---------------------------|-----|--|--|
| <b>Religion or belief</b> | n/a |  |  |
| <b>Sex</b>                | n/a |  |  |
| <b>Sexual orientation</b> | n/a |  |  |
|                           |     |  |  |
| <b>Other groups:</b>      | n/a |  |  |

|   |   |
|---|---|
| <b>Are you going to make any changes to your proposal as a result of these findings, in order to mitigate any potential negative impacts identified?</b><br>If yes, what are they?<br>If no, why not?                   | Comments received during the public consultation may lead to changes. |
| <b>Is there any potential negative impact which cannot be minimised or removed? If so, can it be justified?</b> (for example, on the grounds of promoting equality of opportunity for another protected characteristic) | Not known at the current time   |

|   |     |
|---|-----|
| <b>What additional information would increase your understanding about the potential impact of this proposal?</b> | N/A |
|---|-----|

Please update the section below if:

- You have amended your proposal
- You have new information
- You have undertaken consultation

|   |                             |
|---|-----------------------------|
| <b>Date of revised assessment</b>   | Click here to enter a date. |
| <b>Have you made any changes to your initial assessment?</b> If so, please give brief details   |                             |
| <b>Did you undertake consultation?</b><br>– if yes, give date and the consultation results:   |                             |
| <b>Do you have new information which reveals any difference in views across the protected characteristics?</b>  |                             |
| <b>Can any new conclusions be drawn as to how the proposal will affect people with different protected characteristics?</b>   |                             |
| <b>Are you going to make any changes to your proposal as a result of these findings, in order to mitigate any potential negative impacts identified?</b><br>If yes, what are they?<br>If no, why not? |                             |

|   |  |
|---|--|
| <b>Is there any potential negative impact which cannot be minimised or removed? If so, can it be justified?</b> (for example, on the grounds of promoting equality of opportunity for another protected characteristic) |  |
|---|--|

Should you need to revisit your assessment more than once, please ensure that you provide details of any changes or new information and the date these amendments were made.

| Item No.          | Current Tariff   | Proposed Tariff 24/25                     | Proposed Residents Tariff 24/25 | Financial Impact** |
|-------------------|--|---|---------------------------------|--------------------|
| <b>APPENDIX 1</b> |  |   |                                 |                    |
|                   |  |   |                                 |                    |
|                   |  |   |                                 |                    |
|                   |  |   |                                 |                    |
| 1                 | Introduce a 'Residents Rate' that provides a '10% discount' on the hourly tariff rate in Band 2 & 3 ANPR car parks for residents in the district that are registered for an ANPR account<br>*rounded to the nearest 10p <b>[Financial Impact -£89k incl 20% discount at Park &amp; Ride sites]</b> |   |                                 |                    |
| 2                 | Increase the free parking period for Blue Badge holders in all car parks from 2 hours to 3 hours <b>[Financial Impact -£35k]</b>   |   |                                 |                    |
| 3                 | Remove the 20% EV discount offered to ANPR account holders (20% EV discount retained for permit holders) <b>[Financial Impact +£24k]</b>   |   |                                 |                    |
| 4                 | Remove free parking period 8.30am -10am weekdays : Gorrell Tank/Middle Wall (excl summer hols period), Keams Yd, Gladstone Rd, Shaftesbury Rd, Victoria St <b>[Financial Impact +£241k]</b>  |   |                                 |                    |
| 5                 | Remove the free parking period 6pm-9pm for ANPR account holders in William Street <b>[Financial Impact +£5k]</b>   |   |                                 |                    |
| 6                 | Increase daily capped charges : Band 1 £25 to £30, Band 3 £10 to £15 (Band 2 remains at £20)   |   |                                 |                    |
|                   | Proposed car park tariff changes (**the financial impact takes into account all changes relating to item nos 1-6)  |   |                                 |                    |
|                   | <b>Band 1</b>  |   |                                 |                    |
| 7                 | Watling Street (180 bays)  | £3.70/hour                                | n/a                             | £50,370            |
| 8                 | Queningate (92 bays)   | £3.70/hour                                | n/a                             | £24,950            |
| 9                 | Pound Lane (176 bays)  | £3.70/hour                                | n/a                             | £122,934           |
| 10                | Whitefriars (530 bays)   | £3.70/hour                                | n/a                             | n/a                |
| 11                | Gorrell Tank (258 bays)  | £3.10/hour (Apr-Sept)<br>£1.60 (Oct-Mar)  | n/a                             | £246,460           |
| 12                | Keams Yard (66 bays)   | £3.10/hour (Apr-Sept)<br>£1.60 (Oct-Mar)  | n/a                             | £144,118           |
| 15                | Whitstable Harbour (32 bays)   | £2.50/hour                                | n/a                             | £12,021            |
|                   | <b>Band 2</b>  |   |                                 |                    |
| 13                | Beach Walk (35 bays)   | £2.70/hour                                | n/a                             | £2,336             |
| 14                | Oyster (23 bays)   | £2.70/hour                                | n/a                             | £328               |
| 16                | St Radigunds (291 bays)  | £2.70/hour                                | £2.40/hour                      | £31,049            |
| 17                | North Lane (41 bays)   | £2.70/hour                                | n/a                             | £11,495            |
| 18                | Northgate (57 bays)  | £2.70/hour                                | n/a                             | £4,789             |
| 19                | Longport (119 bays)  | £2.70/hour                                | £2.40/hour                      | £20,724            |
| 20                | Castle Row (93 bays)   | £2.70/hour                                | £2.40/hour                      | £11,867            |
| 21                | Millers Field (43 bays)  | £2.50/hour                                | £2.40/hour                      | £8,600             |
| 22                | Riverside (222 bays)   | £2.50/hour                                | £2.40/hour                      | £4,210             |
| 23                | Middle Wall (90 bays)  | £2.50/hour (Apr-Sept),<br>£1.60 (Oct-Mar) | £2.40/hour                      | £86,486            |

|    |  |   |  |            |          |  |
|----|--|---|--|------------|----------|--|
| 24 | Neptune (93 bays)                                  | £2.30/hour (Apr-Sept) £1.50 (Oct-Mar)               | £2.70/hour                                   | £2.40/hour | £42,830  |  |
| 25 | Reculver Towers (65 bays)                          | £2.30/hour (Apr-Sept),<br>£1.60 (Oct-Mar)           | £2.70/hour                                   | n/a        | £19,827  |  |
| 26 | Reculver Country Park (121 bays)                   | £2.30/hour (Apr-Sept),<br>£1.60 (Oct-Mar)           | £2.70/hour                                   | n/a        | £17,924  |  |
|    | <b>Band 3</b>                                      |   |  |            |          |  |
| 27 | Castle Street Multi-Storey (430 bays)              | £1.80/hour  | £1.90/hour                                   | £1.70/hour | £6,796   |  |
| 28 | Holmans Meadow (215 bays)                          | £1.80/hour  | £1.90/hour                                   | n/a        | £15,901  |  |
| 29 | Station Road West Multi-Storey (380 bays)          | £1.80/hour  | £1.90/hour                                   | £1.70/hour | £10,239  |  |
| 30 | Toddlers Cove*                                     | £1.70/hour  | £1.90/hour                                   | n/a        | £2,359   |  |
| 31 | Victoria Rec Ground**                              | £1.70/hour  | £1.90/hour                                   | n/a        | £182     |  |
| 32 | Cow Lane   | £1.30/hour  | £1.90/hour                                   | n/a        | £1,363   |  |
| 33 | Maynard Road                                       | £1.30/hour  | £1.90/hour                                   | n/a        | £4,275   |  |
| 34 | Gladstone Road (56 bays)                           | £2.50/hour (Apr-Sept) £1.60 /hour (Oct-Mar)         | £1.90/hour                                   | n/a        | -£2,016  |  |
| 35 | Shaftesbury Road*** (48 bays)                      | £2.50/hour (Apr-Sept) £1.60 /hour (Oct-Mar)         | £1.90/hour                                   | n/a        | -£17,970 |  |
| 36 | Victoria Street (56 bays)                          | £2.50/hour (Apr-Sept) £1.60 /hour (Oct-Mar)         | £1.90/hour                                   | n/a        | -£2,215  |  |
| 37 | William Street (229 bays)                          | £1.50/hour  | £1.90/hour                                   | £1.70/hour | £45,584  |  |
| 38 | Market Street (135 bays)                           | £1.50/hour  | £1.90/hour                                   | n/a        | £15,827  |  |
| 39 | Memorial Park*                                     | £0.50/hour  | £1.90/hour                                   | n/a        | £5,904   |  |
| 40 | School Lane  | £0.60 30 mins, £1.10 2hrs,<br>£2.20 24hrs           | £1.90/hour                                   | n/a        | -£1,628  |  |
|    | * first 30 mins free                               |   |  |            |          |  |
|    | **first 2 hours free                               |   |  |            |          |  |
|    | *** first 30mins free between 8am-9.30am           |   |  |            |          |  |
|    | <b>Band 4 (Leisure car parks - all day tariff)</b> | <b>Charges only apply between 10am-4pm Apr-Sept</b> |  |            |          |  |
| 41 | Ocean View   | £1.50/day Mon-Fri £3.00/day weekends, B/hols        | £1.60/day Mon-Fri £3.20/day weekends, B/hols |            | £143     |  |
| 42 | Tankerton Road                                     | £1.50/day Mon-Fri £3.00/day weekends, B/hols        | £1.60/day Mon-Fri £3.20/day weekends, B/hols |            | £787     |  |
| 43 | Reculver Drive                                     | £1.50/day Mon-Fri £3.00/day weekends, B/hols        | £1.60/day Mon-Fri £3.20/day weekends, B/hols |            | £95      |  |
| 44 | Hampton  | £1.50/day Mon-Fri £3.00/day weekends, B/hols        | £1.60/day Mon-Fri £3.20/day weekends, B/hols |            | £149     |  |
| 45 | Bishopstone Lane                                   | £1.50/day Mon-Fri £3.00/day weekends, B/hols        | £1.60/day Mon-Fri £3.20/day weekends, B/hols |            | £109     |  |

|    |  |  |   |                 |                   |
|----|--|--|---|-----------------|-------------------|
| 46 | Swalecliffe Avenue   | £1.50/day Mon-Fri £3.00/day weekends, B/hols | £1.60/day Mon-Fri £3.20/day weekends, B/hols                          | £102            |                   |
| 47 | Faversham Road   | £1.50/day Mon-Fri £3.00/day weekends, B/hols | £1.60/day Mon-Fri £3.20/day weekends, B/hols                          | £257            |                   |
| 48 | Gorrell Valley Nature Reserve  | £1.50/day Mon-Fri £3.00/day weekends, B/hols | £1.60/day Mon-Fri £3.20/day weekends, B/hols                          | £0              |                   |
|    | <b>Band 5 Park &amp; Ride</b>  |  |   |                 |                   |
| 49 | Sturry Road  | £4.00/vehicle/day                            | £4.00/vehicle/day   | -£3,942         | £3.20/vehicle/day |
| 50 | Wincheap   | £4.00/vehicle/day                            | £4.00/vehicle/day   | -£11,109        | £3.20/vehicle/day |
| 51 | New Dover Road   | £4.00/vehicle/day                            | £4.00/vehicle/day   | -£15,637        | £3.20/vehicle/day |
|    | <b>Blue Badge Car Parks</b>  |  |   |                 |                   |
|    | Orange Street (11 bays)  | Free for 4 hours                             | No change   | 0               |                   |
|    | Chapel Street (8 bays)   | Free for 24 hours                            | No change   | 0               |                   |
|    | <b>Other Car Parks</b>   |  |   |                 |                   |
| 52 | Kingsmead Leisure Centre   |  | Remove car park from the OSPPO for Active Life to manage              | -£20,657        |                   |
| 53 | Kingfisher Close   |  | Add a defined area into the OSPPO for permit parking only             | 0               |                   |
| 54 | Simmonds Road, Wincheap  |  | Remove car park from OSPPO as tenant no longer wants to issue permits | 0               |                   |
|    | <b>Car Park Permits*</b>   |  |   |                 |                   |
| 55 | Increase permit charges by approx 10%<br>* see Appendix 2 for details            |  |   | £69,904         |                   |
|    | <b>Sub-total</b>   |  |   | <b>£968,116</b> |                   |
|    | <b>Band 2</b>  |  |   |                 |                   |
|    | <b>Other changes or financial impacts that do not require OSPPO consultation</b> |  |   |                 |                   |
| 56 | Reopening Sturry Road Park & Ride  |  |   | -£232,540       |                   |
| 57 | Current budget under-recovery for Park & Ride service                            |  |   | -£22,518        |                   |
| 58 | Parking discounts/incentives for events etc                                      |  |   | -£10,000        |                   |
| 59 | One off-changes to signage and tariff boards                                     |  |   | -£20,000        |                   |
| 60 | On-going additional administration cost for residents rate                       |  |   | -£5,000         |                   |
| 61 | One-off marketing budget   |  |   | -£30,000        |                   |



## Appendix 2

### Proposed 24/25 Permit Prices

| <b>Permit type</b>                                  | <b>No of Permit Holders (June 23)</b> | <b>Current Cost 23/24</b> | <b>Proposed Cost 24/25 +10%</b> |
|---|---------------------------------------|---------------------------|---------------------------------|
| Canterbury Residents (Unlimited)                    | 126                                   | £1,077                    | £1,185                          |
| Canterbury Residents EV (Unlimited)                 | 12                                    | £861                      | £947                            |
| Canterbury Residents (Limited)                      | 11                                    | £623                      | £685                            |
| Canterbury Residents EV (Limited)                   | 0                                     | £498                      | £548                            |
| Canterbury Residents EV (Overnight)                 | 3                                     | £100                      | £110                            |
| Castle Street Multi-Storey Residents (Unlimited)    | 10                                    | £1,077                    | £1,185                          |
| Castle Street Multi-Storey Residents EV (Unlimited) | 1                                     | £861                      | £947                            |
| Canterbury Business Users                           | 161                                   | £1,318                    | £1,450                          |
| Canterbury Business User's Reserved Spaces          | 18                                    | £1,583                    | £1,741                          |
| Hawks Lane Business User's Reserved Spaces          | 9                                     | £2,242                    | £2,466                          |
| Castle Street Multi-Storey Business Users           | 6                                     | £1,318                    | £1,450                          |
| Canterbury Resident's Exclusive Car Parks           | 93                                    | £736                      | £810                            |
| Station Road West Rail Users                        | 7                                     | £1,223                    | £1,345                          |
| Whitstable Residents (Unlimited)                    | 40                                    | £778                      | £856                            |
| Whitstable Residents EV (Unlimited)                 | 2                                     | £622                      | £684                            |
| Whitstable Residents (Limited)                      | 3                                     | £445                      | £490                            |
| Whitstable Residents EV (Limited)                   | 0                                     | £355                      | £391                            |
| Whitstable Business Users                           | 47                                    | £937                      | £1,031                          |
| Whitstable Residents Exclusive Car Parks            | 144                                   | £389                      | £428                            |
| Whitstable Residents EV (overnight)                 | 0                                     | £100                      | £110                            |
| Sydenham Street Residents Car Park                  | 9                                     | £305                      | £336                            |

|   |                                     |                                   |      |                                     |                                   |
|---|-------------------------------------|-----------------------------------|------|-------------------------------------|-----------------------------------|
| Tankerton Road Residents                                | 0                                   | £167                              | £184 |                                     |                                   |
| Herne Bay Residents/School Lane                         | 7+16                                | £556                              | £612 |                                     |                                   |
| Herne Bay Residents/School Lane (EV)                    | 1                                   | £445                              | £490 |                                     |                                   |
| Herne Bay Residents (Limited)                           | 0                                   | £334                              | £367 |                                     |                                   |
| Herne Bay Residents (Limited) (EV)                      | 1                                   | £266                              | £293 |                                     |                                   |
| Herne Bay Business User                                 | 23                                  | £678                              | £746 |                                     |                                   |
| Herne Bay Residents EV (overnight)                      | 0                                   | £100                              | £110 |                                     |                                   |
| Leisure car parks                                       | 6                                   | £40                               | £44  |                                     |                                   |
| Faith & Community<br>(not available for new applicants) | 11                                  | £80                               | £88  |                                     |                                   |
| Canterbury Accommodation Permits                        |                                     | £12                               | £13  |                                     |                                   |
| Whitstable Accommodation Permits                        |                                     | £7                                | £8   |                                     |                                   |
| Herne Bay Accommodation Permits                         |                                     | £7                                | £8   |                                     |                                   |
| <b>Integra permit income</b>                            | <b>Q1 budget<br/>forecast 23/24</b> | <b>Proposed<br/>increase 24/5</b> |      | <b>Q3 budget<br/>forecast 23/24</b> | <b>Proposed<br/>increase 24/5</b> |
|   |                                     | <b>10%</b>                        |      |                                     | <b>10%</b>                        |
| Station Rd West Season Cards                            | £8,684.00                           | £9,552.40                         |      | £9,500.00                           | £10,450.00                        |
| Business User permits                                   | £319,562.00                         | £351,518.20                       |      | £263,785.00                         | £290,163.50                       |
| Residents Off Street permits                            | £350,000.00                         | £385,000.00                       |      | £420,000.00                         | £462,000.00                       |
| Worshippers permits                                     | £750.00                             | £825.00                           |      | £750.00                             | £825.00                           |
| Visitor Vouchers  | £60,000.00                          | £66,000.00                        |      | £65,000.00                          | £71,500.00                        |
| EV discount remains at 20%                              |                                     |                                   |      |                                     | £6,000.00                         |
| <b>Total</b>  | <b>£738,996.00</b>                  | <b>£812,895.60</b>                |      | <b>£759,035.00</b>                  | <b>£828,938.50</b>                |
| <b>Annual increase</b>                                  |                                     | <b>£73,899.60</b>                 |      |                                     | <b>£69,903.50</b>                 |





# Appendix 3: Proposed changes to charges and conditions in council car parks

## Consultation responses

### 1. Introduction

Consultation on Canterbury City Council's (CCC) proposals to change the charges and conditions of council car parks took place between Monday 13 November 2023 and Monday 8 January 2024.

This consultation sought views on changes to 6 items, 6 car park bands as well as car park permits. The details of these are as follows:

- Item 1: Introduce a 'Residents Rate' that provides a 10% discount\* on the hourly tariff rate in Band 2 & 3 ANPR car parks and a 20% discount at Park & Ride sites for residents in the district that are registered for an ANPR account \*rounded to the nearest 10p
- Item 2: Increase the free parking period for Blue Badge holders in all car parks from 2 hours to 3 hours
- Item 3: Remove the 20% EV discount offered to ANPR account holders and permit holders
- Item 4: Remove free parking period 8.30am -10am weekdays: Gorrell Tank/Middle Wall (excl summer hols period), Keams Yd, Gladstone Rd, Shaftesbury Rd, Victoria St
- Item 5: Remove the free parking period 6pm-9pm for ANPR account holders in William Street
- Item 6: Increase daily capped charges: Band 1 £25 to £30, Band £20 to £25 Band 3 £10 to £15
- Band 1 to 5, and 'Other car parks'
- Car park permits.

A total of 412 responses were received.

## 2. Executive summary

- Respondents objected to the majority of the proposed changes, excluding the introduction of the 'Residents Rate', the change from 2 to 3 hours free parking for blue badge holders, and the reduced Park and Ride charge.
- Reasons for this included the increased pressure these charges would put on high-street businesses and the likelihood of deterring visitors to urban centres.
- Others felt that the resident's discount was not large enough to outweigh the other proposed increases.
- Respondents near car parks used to access Whitstable schools objected strongly to the introduction of morning charges primarily on the grounds of on street congestion, child safety and cost.
- Most respondents objected to the removal of the electric vehicle (EV) discount, stating that we should be encouraging the use of EVs with discounts to lessen climate change and improve air quality.
- The majority of respondents supported the change from 2 to 3 hours free parking for blue badge holders.
- A large proportion of respondents supported the reduced Park and Ride charge for residents.

### 3. Consultation methodology

Consultation took place between Monday 13 November 2023 and Monday 8 January 2024. The following methods were used to seek views:

- an online questionnaire, which received 409 responses
- a paper version of the questionnaire, of which two were returned
- written representations were also welcomed and three were received.

The consultation was promoted in the following ways:

- an article on the council's newsroom site
- posts on the council's social media channels.

Additionally, the following stakeholders were emailed directly to encourage them to respond to the consultation:

- Parish councils
- CCC councillors
- Relevant KCC councillors
- Residents' associations
- Local 'Friends of' groups
- Canterbury Connected Business Improvement District (BID)
- Canterbury Archaeological Trust
- Canterbury Green Party
- Canterbury Inter Faith Association
- Canterbury Society
- Canterbury Society
- Canterbury Action for Sustainable transport
- Canterbury College
- Cathedral Court Residents Association
- C4B
- CPRE Kent
- CPRE Kent
- East Cliff Neighbourhood Panel
- English Rural Housing Association
- Ethnic Minority Independent Council (EMIC)
- Ethnic Minority Independent Council
- Herne Bay and District Chamber of Commerce
- Hi Kent
- Hilltop Community
- Home Builders Federation
- Chamber of Commerce
- Invicta Chamber of Commerce
- Local Democracy Forum
- Moat Housing
- Mono Consultants Limited
- SPOKES East Kent Cycle Campaign
- St Mildreds Area Conservation Society SMACS
- The Crab & Winkle Line Trust
- The Canterbury Academy Trust
- The Gardens Trust
- The Georgian Group
- The Ickham, Littlebourne and Wickhambreaux Society
- The Open Spaces Society
- The Society of Sturry Village
- The Talk of Tankerton
- The Twentieth Century Society
- Theatres Trust
- Whitstable Improvement Trust

- Visit Kent
- Canterbury Climate Action Partnership
- Canterbury Christchurch Student Union
- University of Kent Student Union
- UCA Student Union
- Age UK Canterbury
- Canterbury Inter-Faith Association (CANDIFA)
- Disability Advisory Panel (DAP)
- Ethnic Minority Independent Council (EMIC)
- HiKent
- Nigerian Community Association
- Polish Educational Club in Kent (PECK)
- Karibu Community Action Kent
- Kwan Ngei Chinese Association
- Canterbury and District Jewish Community
- Canterbury Muslim Cultural Centre
- Kent County Council - Highways
- Stagecoach
- Whitefriars
- Marlowe Society
- English Heritage
- World Heritage Committee
- Pride
- Visit Kent
- Canterbury Cathedral
- Canterbury Festival
- Continental Drifts
- Kent Cultural Transformation Board
- Canterbury Tales of England
- Canterbury Archaeological Trust
- Kent Police
- South East Coast Ambulance Service
- Kent Fire and Rescue

## 4. Findings

*NB: Percentages have been rounded to the nearest decimal point*

### 4.1. Questionnaire responses

A total of 409 completed questionnaires were submitted, all but two of which were online.

#### 4.1.1. Respondent profile

Over 86.1% of respondents are residents of the Canterbury district.

| Respondent type   | Percentage  |
|---|-------------|
| A resident of the Canterbury district                           | 86.1% (352) |
| A visitor to the Canterbury district                            | 1.2% (5)    |
| A worker in the Canterbury district                             | 4.2% (17)   |
| A business, organisation or community group                     | 7.1% (29)   |
| A city, county, parish or town councillor, please specify below | 0.7% (3)    |
| An MP   | -           |

*NB: 3 (0.7%) respondents answered 'Other' and described themselves in the following way 'Church user middle wall Whitstable', 'Regularly dropping / picking up son at Whitstable & Seasalter Endowed Primary School, living in Faversham', and 'Resident and worker'*

The majority of people responding were aged between 35 to 54.

| Age      | Percentage |
|----------|------------|
| 18 to 25 | 1% (4)     |
| 26 to 34 | 9.5% (39)  |
| 35 to 44 | 23.2% (95) |
| 45 to 54 | 19.6% (80) |
| 55 to 64 | 18.1% (74) |
| 65 to 74 | 15.9% (65) |
| 75 to 84 | 8.1% (33)  |

|                   |           |
|-------------------|-----------|
| 85 and above      | 0.2% (1)  |
| Prefer not to say | 2.4% (10) |

*NB: 18 (4.4%) respondents did not give their age*

More females responded than males.

| Gender  | Percentage  |
|---|-------------|
| Male  | 45.5% (186) |
| Female  | 48.2% (197) |
| Prefer to self-describe (for example, non-binary, gender fluid etc) | -           |

*NB: 26 (6.3%) respondents did not give their gender*

#### 4.1.2. Item 1

This item proposed to introduce a 'Residents Rate' that provides a 10% discount\* on the hourly tariff rate in Band 2 & 3 ANPR car parks and 20% at Park & Ride sites for residents in the district that are registered for an ANPR account (\*rounded to the nearest 10p).

Just under half half of respondents supported the discount, but many said it was not large enough given the other proposed increase in charges.

Many stated the charges were too high, and some questioned the approach of adding discounts whilst increasing charges at the same time, describing it as overcomplicated.

These respondents stated that the changes would reduce visits to town and city centres which would threaten the viability of high street businesses.

| Level of support for Item 1 | Percentage |
|-----------------------------|------------|
| Support                     | 47% (134)  |
| Object                      | 33.3% (95) |
| Neither                     | 17.5% (50) |

The following themes were identified in the comments:

- Increase the parking discount for residents: 43 comments
- Charges make it hard for local businesses: 41 comments
- Resident rate is over complicated/not worth much: 22 comments
- Charges are too high: 19 comments
- Support for resident discount: 10 comments
- High charges increase pressure on parking spaces in local streets: 8 comments
- Parents need free or cheap car parks for school runs: 5 comments
- Support for 3 hours free disabled parking: 4 comments
- Charges will damage tourism: 3 comments
- Give resident discount for Whitstable: 3 comments
- Encourages residents to shop locally: 3 comments
- Parking charges make essential trips (e.g. Medical) more difficult: 3 comments
- Charge more for visitors and less for residents: 2 comments
- Explain how to create an ANPR account: 2 comments
- Introduce permits for parents of children at st peter's school: 2 comments
- Charges unfairly affect charity workers: 2 comments
- Increase tax on holiday homes and second homes instead: 2 comments
- Public transport isn't a viable alternative to car travel: 2 comments

- General objection: 2 comments
- Increase discount for park and ride: 2 comments
- Whitstable is hit too hard by the proposals: 2 comments
- Doesn't help businesses and workers: 2 comments
- Do discounts fo based on vehicle emissions: 2 comments
- Support for park and ride discount: 1 comment
- Focus proposals on the entire district not just Canterbury city: 1 comment
- Charge encourage public transport use: 1 comment
- Resident's discount helps those who are struggling: 1 comment
- Helps residents who can't get an on street permit: 1 comment
- Supports people who drive to town: 1 comment
- Penalises Herne Bay residents: 1 comment
- Villages do not have parking elsewhere other than the car park: 1 comment
- What is the definition of a resident: 1 comment
- Create an annual car parking ticket: 1 comment
- Lower charges in off season: 1 comment
- Other car parks should be included: 1 comment
- Residents discount should apply to all bands: 1 comment
- Keep existing system: 1 comment
- What area counts as a resident: 1 comment
- Increase will reduce visits to churches: 1 comment
- Objection to the company who runs the digital parking account: 1 comment
- Residents often have permits, so the resident discount are largely irrelevant: 1 comment
- Increase discount for those with ANPR account: 1 comment
- Park and ride for Whitstable: 1 comment
- Make disable car parks like best lane hybrid for late night parking: 1 comment
- Charges are unfair to Whitstable and Herne Bay: 1 comment
- Anpr doesn't work with classic cars: 1 comment
- Don't increase Reculver: 1 comment
- 1 hours should be free to encourage shopping: 1 comment
- It's unfair to charge visitors more than residents: 1 comment
- Not enough ANPR car parks in Whitstable: 1 comment



### 4.1.3. Item 2

This item proposed to increase the free parking period for Blue Badge holders in all car parks from 2 hours to 3 hours.

A majority of residents support this proposal.

Of those who objected, some said those with disabilities only require reserved spaces that are close to amenities and that having a disability does not mean you need zero cost spaces.

Some also cited concerns around what they perceived to be fraudulent use of blue badges.

| Level of support for Item 2 | Percentage  |
|-----------------------------|-------------|
| Support                     | 60.7% (173) |
| Object                      | 16.5% (47)  |
| Neither                     | 20.7% (59)  |

The following themes were identified in the comments:

- Support 3 hours: 29 comments
- Support 2 hours only: 10 comments
- General objection: 8 comments
- Disable users don't need free spaces, they need priority spaces: 5 comments
- May increase the cost for non blue badge users: 4 comments
- Stop improper use of blue badges: 4 comments
- More than 3 hours free for blue badge holders: 3 comments
- Increase to 4 hours: 1 comment
- This will fill up car parks that the elderly rely on: 1 comment
- Roadside parking is important for blue badge holders also: 1 comment
- Canterbury isn't disable friendly, so increasing disabled parking won't help: 1 comment
- Provision for blue badge holders is sufficient: 1 comment
- General support: 1 comment
- Free time should be according to the needs of the disabled person: 1 comment
- This will reduce free spaces in car parks: 1 comment
- There isn't the money to support this measure: 1 comment
- Benefits elderly: 1 comment
- Benefits vulnerable: 1 comment

- More off street time not needed given how many places blue badge holders can park on street: 1 comment
- Held disable access town centres: 1 comment

#### 4.1.4. Item 3

This item proposed to remove the 20% EV discount offered to ANPR account holders and permit holders.

Just under a quarter of residents supported the proposal with around 40 people stating that EV use should be encouraged. Reasons for this emphasised that they lessen climate change, reduce air pollution and that removing the discount contradicts the CCC's other environmental objectives.

Approximately 20 respondents also said EV owners do not need a discount anymore. These people said that we should be encouraging car use whatsoever with discounts.

Others doubted that a discount like this would influence whether or not people buy EVs.

| Level of support for Item 3 | Percentage  |
|-----------------------------|-------------|
| Support                     | 23.5% (67)  |
| Object                      | 37.2% (106) |
| Neither                     | 35.1% (100) |

The following themes were identified in the comments:

- We need to encourage EV use: 42 comments
- Evs owners don't need a discount: 18 comments
- Encourage EVs to lessen climate change: 13 comments
- Car parking charges are too high: 8 comments
- Encourage EVs to reduce air pollution: 8 comments
- Contradicts the council's other stated objectives: 7 comments
- Unclear objection: 5 comments
- Explain all acronyms before using them: ANPR and EV: 2 comments
- Evs contribute to emissions as they add to traffic congestion: 2 comments
- We shouldn't be encouraging car use: 2 comments
- Keep discount until it no longer influences buying decisions: 1 comment
- Unaware of the discount: 1 comment
- People will get EV regardless of parking discounts: 1 comment
- More charging points in Whitstable: 1 comment
- Remove it for old hybrids: 1 comment
- Increase the discount: 1 comment
- More EV charging points: 1 comment
- Adding and removing these discounts is overcomplicated: 1 comment

- Discount never worked for EV: 1 comment
- Stop improper use of chargers: 1 comment
- Fix chargers more quickly: 1 comment

#### 4.1.5. Item 4

This item proposed to remove free parking periods 8.30am -10am weekdays: Gorrell Tank/Middle Wall (excl summer hols period), Keams Yd, Gladstone Rd, Shaftesbury Rd, Victoria Street.

A clear majority of respondents objected to the proposal. These objections centred around two areas: school runs and businesses.

As before many said the proposal was likely to reduce spending in high-street business, as the increase in charges will make other out of town retail parks like Westwood Cross, Bluewater and Ashford Retail Outlet, which offer free or cheaper parking.

Many respondents were concerned about the impact of the proposal on school runs, stating that it would make parents' lives more financially and logistically difficult, as well as increasing congestion from more illegal and legal on street parking as people try to avoid using car parks with higher charges.

Some within this group of respondents said this proposal increases the likelihood of injury to school children. They believe this would occur through the increased risk of incidents between children walking to school and vehicles trying to park in busy on-street conditions near schools.

| Level of support for Item 4 | Percentage  |
|-----------------------------|-------------|
| Support                     | 5.3% (15)   |
| Object                      | 76.5% (218) |
| Neither                     | 16.5% (47)  |

The following themes were identified in the comments:

- Reduces spending in local businesses: 68 comments
- Makes parents and carers live more difficult: 55 comments
- Increases obstructive street parking and congestion: 45 comments
- Increases financial hardship for families/struggling people unfairly: 31 comments
- Increases danger for children travelling to school: 26 comments
- It's a short sighted/unimaginative way to raise money: 8 comments
- Keep this benefit for local residents: 8 comments
- Reduces viability/admission rates in of town centre schools: 5 comments
- Unspecified objection: 5 comments
- Unfair for residents shopping locally: 3 comments

- Wastes car parks that will be otherwise underused at this time: 2 comments
- Discriminates against disadvantaged children who already struggle with attendance: 2 comments
- Increases air pollution from added congestion: 2 comments
- Unspecified support: 2 comments
- Discriminates against SEN students who have to be driven in to schools: 1 comment
- Tailor the tariff to each car park according to the local area: 1 comment
- Compromise: free parking until 09:15: 1 comment
- Increases pollution through longer trips out of town retailers: 1 comment
- Increases hardship for less able people: 1 comment
- The free rate is not needed: 1 comment
- Money raised is not spent fairly across the district: 1 comment
- There is enough on street parking: 1 comment
- Improve enforcement of improper parking: 1 comment
- This will increase peaks in car park use: 1 comment
- This will increase visits to shops during quiet periods: 1 comment
- Keep winter rate for off season use by residents: 1 comment
- Free parking is needed for short visits: 1 comment
- For day visitors, create park and ride using long reach car park or near section 106 "new care home and Tesco": 1 comment
- Prioritises profit from visitors over access to community by local residents: 1 comment
- Residents struggle to find parking already: 1 comment
- Hourly charge should be reduced: 1 comment
- This will encourage use at less busy times: 1 comment
- Children should be encouraged to walk or use public transport.: 1 comment

#### 4.1.6. Item 5

This item proposed to remove the free parking period 6pm-9pm for ANPR account holders in William Street.

A majority of respondents objected to the proposal, support was extremely low at under five percent.

Most respondents said businesses would be impacted and many mentioned specific premises such as the cinema and leisure centre.

| Level of support for Item 5 | Percentage  |
|-----------------------------|-------------|
| Support                     | 4.6% (13)   |
| Object                      | 58.6% (167) |
| Neither                     | 34% (97)    |

The following themes were identified in the comments:

- Negatively affects businesses (cinema, Heron Leisure Centres, cafes, restaurants): 48 comments
- Increases on street parking and congestion: 7 comments
- It's a short sighted/unimaginative way to raise money: 6 comments
- Unspecified objection: 5 comments
- Increases financial pressure on people who are already struggling: 4 comments
- Keep existing system: 3 comments
- The free periods encourage efficient use of car parks, as they are under used at these times: 2 comments
- Worsens health of residents by discouraging leisure centre use: 2 comments
- Plenty of on street parking available: 1 comment
- Tailor the tariff to each car park according to the local area: 1 comment
- Encourage ANPR as it saves council money : 1 comment
- Increase costs for tourists, decrease costs for residents: 1 comment
- Public transport isn't a viable alternative: 1 comment
- Residents struggle to find parking already: 1 comment
- Charge affect volunteers: 1 comment
- Changes will help disable users as many ANPR users are disabled: 1 comment
- Increase revenue by improving enforcement: 1 comment
- Explain acronyms: what is ANPR?: 1 comment

#### 4.1.7. Item 6

This item proposed to increase daily capped charges: Band 1 £25 to £30, Band £20 to £25 Band 3 £10 to £15.

The majority of respondents objected to the proposal and the proportion that supported it was very low, at under 10%.

Many said the charges were too expensive especially in the context of the current cost of everyday essential expenses.

As before, many also stated the proposal was likely to reduce spending in high-street business, as the increase in charges will make other out of town retail parks like Westwood Cross, Bluewater and Ashford Retail Outlet more attractive, as these locations offer free or cheaper parking.

| Level of support for Item 6 | Percentage  |
|-----------------------------|-------------|
| Support                     | 8.8% (25)   |
| Object                      | 69.5% (198) |
| Neither                     | 18.2% (52)  |

The following themes were identified in the comments:

- Too expensive: 63 comments
- Will reduce visits to urban centres and negatively affect high street businesses: 43 comments
- Increases financial pressure on people who are already struggling: 14 comments
- It's a short sighted/unimaginative way to raise money: 9 comments
- Increase on street parking and congestion: 5 comments
- Unfair for workers/Extend reduced bus fares to enable workers to have an alternate cost effective choice: 5 comments
- New charges are justified: 4 comments
- Large proportional increase on bands 2 and 3: 4 comments
- Public transport not a viable alternative (reliability, safety, coverage, carrying shopping): 3 comments
- Tailor the tariff to each car park according to the local area: 1 comment
- The charges aren't justified given the poor upkeep of the car parks: 1 comment
- Discourages overnight stays from visitors, reducing spending: 1 comment
- Increases use of park and ride: 1 comment
- Daily caps are good, but cap too high: 1 comment



- Unspecified objection: 1 comment
- Revenue will decrease overall from fewer visits: 1 comment
- Decrease charges for short stays, increase charges for longer stays: 1 comment
- Encourages use of park and ride: 1 comment
- Increase charges for tourists decrease charges for residents: 1 comment
- The council will lose revenue to private car parks: sainsburys day rate is cheaper than 2 hours at sainsburys: 1 comment
- Increases are not adequately justified: 1 comment
- The car park charges are getting close to the penalty charge, so people may take the risk of the penalty: 1 comment
- Station road west car park is under used and requires better signage: 1 comment
- Increased charges are unfair given poor quality of car parks: 1 comment
- Save money in other ways rather than increase charges: 1 comment

#### 4.1.8. Band 1

| Area       | Car park           | Current tariff                              | Proposed tariff 2024/25 | Proposed residents' tariff 2024/25 |
|------------|--------------------|---|-------------------------|------------------------------------|
| Canterbury | Watling Street     | £3.50/hour                                  | £3.70/hour              | N/A                                |
| Canterbury | Queningate         | £3.50/hour                                  | £3.70/hour              | N/A                                |
| Canterbury | Pound Lane         | £2.50/hour                                  | £3.70/hour              | N/A                                |
| Canterbury | Whitefriars        | £2.50/hour                                  | £3.70/hour              | N/A                                |
| Whitstable | Gorrell Tank       | £3.10/hour<br>(Apr-Sept) £1.60<br>(Oct-Mar) | £3.70/hour              | N/A                                |
| Whitstable | Keams Yard         | £3.10/hour<br>(Apr-Sept) £1.60<br>(Oct-Mar) | £3.70/hour              | N/A                                |
| Whitstable | Beach Walk         | £2.50/hour                                  | £3.70/hour              | N/A                                |
| Whitstable | Oyster             | £2.50/hour                                  | £3.70/hour              | N/A                                |
| Whitstable | Whitstable Harbour | £2.50/hour                                  | £3.70/hour              | N/A                                |

The majority of respondents objected to the proposal and the proportion that supported it was extremely low, at under 5%. Many said the charges were too expensive especially in the context of the current cost of everyday essential expenses.

As before, many also stated the proposal was likely to reduce spending in high-street business, as the increase in charges will make other out of town retail parks.

Some respondents supported the use of public transport in theory but said it was not a viable alternative currently citing a mixture of poor coverage, service frequency, safety and reliability.

| Level of support for Band 1 | Percentage |
|-----------------------------|------------|
| Support                     | 4.7% (6)   |
| Object                      | 93% (120)  |
| Neither                     | 2.3% (3)   |

The following themes were identified in the comments:

- Too expensive: 63 comments
- Will reduce visits to urban centres and negatively affect businesses: 55 comments
- Increases financial pressure on people who are already struggling: 11 comments
- Public transport not viable alternative/improve public transport first: 9 comments
- Makes parents and carers live more difficult: 8 comments
- Reduce charges for residents: 6 comments
- Keep off season low charges for Whitstable: 6 comments
- Increases obstructive street parking and congestion: 5 comments
- Increases danger for children travelling to school: 3 comments
- Will reduce Whitstable visits: 3 comments
- Too expensive: winter months at Gorrell Tank: 2 comments
- Reduces viability/admission rates in of town centre schools: 2 comments
- Increases not fair given poor upkeep of car parks: 2 comments
- Objection to all increases: 2 comments
- Charges should be greater: 1 comment
- Overall revenue will decrease from fewer visits: 1 comment
- Park and ride: services are too infrequent: 1 comment
- Penalises church goers: 1 comment
- Forces people to park further away and walk unsafe routes at night: 1 comment
- Hard for workers who work at businesses in urban centres: 1 comment
- Free time for blue badge holders should be consistent: 1 comment
- Increase number of disabled parking spaces: 1 comment
- Expensive for less able users visiting healthcare appointments: 1 comment
- Unfair for workers: 1 comment
- Make first 2 hours cheaper, then ramp up charges: 1 comment
- Business owners did not know about the consultation: 1 comment
- Make an exception for traders of Canterbury Record Fair: 1 comment
- Resident's discount should apply to all car parks: 1 comment

#### 4.1.9. Band 2

| Area       | Car park                         | Current tariff                            | Proposed tariff 2024/25 | Residents' tariff 2024/25 |
|------------|----------------------------------|---|-------------------------|---------------------------|
| Canterbury | St Radigunds (291 bays)          | £2.50/hour                                | £2.70/hour              | £2.40/hour                |
| Canterbury | North Lane (41 bays)             | £2.50/hour                                | £2.70/hour              | N/A                       |
| Canterbury | Northgate (57 bays)              | £2.50/hour                                | £2.70/hour              | N/A                       |
| Canterbury | Longport (119 bays)              | £2.50/hour                                | £2.70/hour              | £2.40/hour                |
| Canterbury | Castle Row (93 bays)             | £2.50/hour                                | £2.70/hour              | £2.40/hour                |
| Canterbury | Millers Field (43 bays)          | £2.50/hour                                | £2.70/hour              | £2.40/hour                |
| Canterbury | Riverside (222 bays)             | £2.50/hour                                | £2.70/hour              | £2.40/hour                |
| Whitstable | Middle Wall (90 bays)            | £2.50/hour (Apr-Sept),<br>£1.60 (Oct-Mar) | £2.70/hour              | £2.40/hour                |
| Whitstable | Neptune (93 bays)                | £2.30/hour (Apr-Sept) £1.50 (Oct-Mar)     | £2.70/hour              | £2.40/hour                |
| Herne Bay  | Reculver Towers (65 bays)        | £2.30/hour (Apr-Sept),<br>£1.60 (Oct-Mar) | £2.70/hour              | N/A                       |
| Herne Bay  | Reculver Country Park (121 bays) | £2.30/hour (Apr-Sept),<br>£1.60 (Oct-Mar) | £2.70/hour              | N/A                       |

The majority of respondents objected to the proposal and the proportion that supported it was very low, at under 10%.

Many said the charges were too expensive. As before, many stated the proposal was likely to reduce spending in high-street business, and a few comments specifically mentioned the impact of the Marlowe Theatre.

Respondents were against the removal of the off season discounts in Herne Bay and Whitstable and a number said that the increase to Reculver Country Park was ill-considered as the car park was in their opinion already under utilised.

| Level of support for Band 2 | Percentage  |
|-----------------------------|-------------|
| Support                     | 8.5% (10)   |
| Object                      | 87.2% (102) |
| Neither                     | 4.3% (5)    |

The following themes were identified in the comments:

- Too expensive: 28 comments
- Will reduce visits to urban centres and negatively affect businesses (e.g. Marlowe): 26 comments
- Keep out of season rate/increase out of season discount for Whitstable and Herne Bay: 11 comments
- Makes parents and carers live more difficult: 10 comments
- Don't increase Reculver car park: 8 comments
- Increases obstructive street parking and congestion: 6 comments
- Increases financial pressure on people who are already struggling: 5 comments
- Decreases safety for schoolchildren and other pedestrians: 4 comments
- Decreases revenue overall from fewer visits: 4 comments
- Decreases viability of schools in urban centres: 3 comments
- Will reduce attendance of churches and clubs: 2 comments
- Remove residents discount: 2 comments
- Invest in park and ride: 2 comments
- Public transport is not good enough to be a viable alternative: 1 comment
- Short sighted way to increase income: 1 comment
- Many car parks aren't ANPR, so don't allow for resident discount, and so will become under used.: 1 comment
- Charge more for non-residents: 1 comment
- Discriminates against children with SEN: 1 comment
- Forces people to park further away and walk unsafe routes at night: 1 comment
- Hard for workers who work at businesses in urban centres: 1 comment
- Objection to all increases: 1 comment
- Make the first two hours cheaper: 1 comment
- Don't increase charges in middle wall car park: 1 comment
- Introduce an off season reduction in charges (e.g. October to March): 1 comment
- Include Reculver car parks in resident's discount: 1 comment
- ANPR and barrier control should be introduced at all sites to improve revenue and all more use of resident's discount: 1 comment

- How can you charge more if maintenance costs haven't gone up significantly?: 1 comment
- Discourages walks in nature: 1 comment
- Proposed charges unfairly target Whistables relative to Canterbury: 1 comment

#### 4.1.10. Band 3

| Area       | Car park                                  | Current tariff                                | Proposed tariff 2024/25 | Residents' tariff 2024/25 |
|------------|---|---|-------------------------|---------------------------|
| Canterbury | Castle Street Multi-Storey (430 bays)     | £1.80/hour                                    | £1.90/hour              | £1.70/hour                |
| Canterbury | Holmans Meadow (215 bays)                 | £1.80/hour                                    | £1.90/hour              | N/A                       |
| Canterbury | Station Road West Multi-Storey (380 bays) | £1.80/hour                                    | £1.90/hour              | £1.70/hour                |
| Canterbury | Toddlers Cove*                            | £1.70/hour                                    | £1.90/hour              | N/A                       |
| Canterbury | Victoria Rec Ground**                     | £1.70/hour                                    | £1.90/hour              | N/A                       |
| Canterbury | Cow Lane                                  | £1.30/hour                                    | £1.90/hour              | N/A                       |
| Canterbury | Maynard Road                              | £1.30/hour                                    | £1.90/hour              | N/A                       |
| Whitstable | Gladstone Road (56 bays)                  | £2.50/hour (Apr-Sept)<br>£1.60/hour (Oct-Mar) | £1.90/hour              | N/A                       |
| Whitstable | Shaftesbury Road (48 bays)                | £2.50/hour (Apr-Sept)<br>£1.60/hour (Oct-Mar) | £1.90/hour              | N/A                       |
| Whitstable | Victoria Street (56 bays)                 | £2.50/hour (Apr-Sept)<br>£1.60/hour (Oct-Mar) | £1.90/hour              | N/A                       |
| Herne Bay  | William Street (229 bays)                 | £1.50/hour                                    | £1.90/hour              | £1.70/hour                |

|           |                             |  |            |            |
|-----------|-----------------------------|--|------------|------------|
| Herne Bay | Market Street<br>(135 bays) | £1.50/hour                                   | £1.90/hour | N/A        |
| Herne Bay | Beach Street                | £1.50/hour                                   | £1.90/hour | £1.70/hour |
| Herne Bay | Memorial Park*              | £0.50/hour                                   | £1.90/hour | N/A        |
| Herne Bay | School Lane                 | £0.60 30 mins,<br>£1.10 2hrs,<br>£2.20 24hrs | £1.90/hour | N/A        |

The majority of respondents objected to the proposal and the proportion that supported it was very low, at under 10%.

Many said the charges were too expensive. As before, many stated the proposal was likely to reduce spending in high-street businesses.

There was strong objection to the increase in School Lane car park which was described as an essential facility due to the restricted options for parking elsewhere.

| Level of support for Band 3 | Percentage  |
|-----------------------------|-------------|
| Support                     | 8% (11)     |
| Object                      | 79.7% (110) |
| Neither                     | 12.3% (17)  |

The following themes were identified in the comments:

- Too expensive: 36 comments
- Will reduce visits to urban centres and negatively affect businesses: 26 comments
- Don't increase school lane car park as there are limited options for parking here, Herne Bay: 20 comments
- Increase on street parking and congestion: 18 comments
- Difficult for parents and carers: 8 comments
- Increases danger for children travelling to school and other pedestrians: 7 comments
- Increases financial hardship for families/struggling people unfairly: 7 comments
- Impacts community clubs and events: 5 comments
- Its a short sighted/unimaginative way to raise money: 3 comments
- Decreases viability of schools in urban centres: 2 comments
- The charges aren't justified given the upkeep: 2 comments
- Penalises workers who need to park at non-standard hours: 2 comments



- Different for families with school children: 2 comments
- Memorial Park too expensive: 2 comments
- Stop all car park increases: 1 comment
- Don't remove free evening car parking for ANPR users in William Street as it will affect Herne Bay Swimming Club: 1 comment
- Introduce reductions for workers: 1 comment
- Forces workers to walk further at night, through unlit areas, to save money: 1 comment
- Make first 30 minutes free: 1 comment
- Decreases revenue: 1 comment
- Free parking for residents before 10am: 1 comment
- Keep free parking 0830 to 1000: 1 comment
- Governor of Whitstable & Seasalter Endowed Church of England (Aided) Junior School: free morning parking essential: 1 comment
- Increase at Toddler's Cove unnecessary: 1 comment
- The increase (280%) memorial car park in Kings Road Herne Bay will damage local businesses: 1 comment
- Gladstone Road car park, Whitstable (Item 34): charge less for short stays to encourage more visits and increase income e.g. £1 for 30 minutes.: 1 comment
- Elderly residents in School Lane have nowhere to park close to their homes for unloading shopping: 1 comment
- Object to stopping free parking for ANPR members in William Street car park Herne Bay: 1 comment
- Introduce ANPR at all sites for increased revenue: 1 comment
- Keep free parking after 1800 William Street, as it is under utilised otherwise: 1 comment
- Makes essential or medical visits expensive: 1 comment
- Unfair for small towns like Herne Bay as they don't have alternatives like park and ride: 1 comment
- Not enough car parks are eligible for resident's discounts: 1 comment
- Some villages properties have no off street parking, no on street parking nearby and rely heavily on car parks and permits, both of which are increasing: 1 comment
- Advertise prices on major routes, so motorists can make informed decisions on prices: 1 comment

#### 4.1.11. Band 4 (Leisure Car Parks - All Day Tariff)

| Area       | Car park                      | Current tariff                                  | Proposed tariff 2024/25                         |
|------------|-------------------------------|---|---|
| Herne Bay  | Ocean View                    | £1.50/day Mon-Fri<br>£3.00/day weekends, B/hols | £1.60/day Mon-Fri<br>£3.20/day weekends, B/hols |
| Whitstable | Tankerton Road                | £1.50/day Mon-Fri<br>£3.00/day weekends, B/hols | £1.60/day Mon-Fri<br>£3.20/day weekends, B/hols |
| Herne Bay  | Reculver Drive                | £1.50/day Mon-Fri<br>£3.00/day weekends, B/hols | £1.60/day Mon-Fri<br>£3.20/day weekends, B/hols |
| Herne Bay  | Hampton                       | £1.50/day Mon-Fri<br>£3.00/day weekends, B/hols | £1.60/day Mon-Fri<br>£3.20/day weekends, B/hols |
| Herne Bay  | Bishopstone Lane              | £1.50/day Mon-Fri<br>£3.00/day weekends, B/hols | £1.60/day Mon-Fri<br>£3.20/day weekends, B/hols |
| Herne Bay  | Swalecliffe Avenue            | £1.50/day Mon-Fri<br>£3.00/day weekends, B/hols | £1.60/day Mon-Fri<br>£3.20/day weekends, B/hols |
| Whitstable | Faversham Road                | £1.50/day Mon-Fri<br>£3.00/day weekends, B/hols | £1.60/day Mon-Fri<br>£3.20/day weekends, B/hols |
| Whitstable | Gorrell Valley Nature Reserve | £1.50/day Mon-Fri<br>£3.00/day weekends, B/hols | £1.60/day Mon-Fri<br>£3.20/day weekends, B/hols |

The majority of respondents objected to the proposal.

Most said the charges were too expensive, that the proposal would increase on-street parking and congestion and would reduce visits to independent businesses on the high-street which is of particular importance to Whistable's tourism economy.

| Level of support for Band 4 | Percentage |
|-----------------------------|------------|
| Support                     | 14.9% (13) |
| Object                      | 69% (60)   |
| Neither                     | 16.1% (14) |

The following themes were identified in the comments:

- Too expensive: 15 comments
- Increase on street parking and congestion: 11 comments
- Will reduce visits to urban centres and negatively affect businesses: 6 comments
- Difficult for parents and carers: 3 comments
- N/A: 3 comments
- Increase is fair: 3 comments
- Increases financial hardship for families/struggling people unfairly: 2 comments
- Discourage people from enjoying natural spaces: 2 comments
- Charges have led to less use of the car parks, not more income: 2 comments
- Increases danger for children travelling to school: 1 comment
- Stop all parking increases: 1 comment
- Charge low rates Ocean view car park: 1 comment
- Reduces tourism: 1 comment
- Summer months increases are too large: 1 comment
- Item 42 and 44 will increase congestion at Reculver Drive and danger to pedestrians: 1 comment
- There should be a residents discount: 1 comment
- Will affect volunteers of community groups that save CCC money: 1 comment
- Unfair given costs of upkeep haven't risen significantly: 1 comment
- Objection to extension of days and time during which the tariff is payable.: 1 comment

#### 4.1.12. Band 5 (Park and Ride)

| Area       | Car park       | Current tariff    | Proposed tariff 2024/25 | Residents' tariff 2024/25 |
|------------|----------------|-------------------|-------------------------|---------------------------|
| Canterbury | Sturry Road    | £4.00/vehicle/day | £4.00/vehicle/day       | £3.20/vehicle/day         |
| Canterbury | Wincheap       | £4.00/vehicle/day | £4.00/vehicle/day       | £3.20/vehicle/day         |
| Canterbury | New Dover Road | £4.00/vehicle/day | £4.00/vehicle/day       | £3.20/vehicle/day         |

Around half of respondents supported the proposal.

People supported the reintroduction of the Sturry Park and Ride and that the proposal would encourage visits to the city centre.

| Level of support for Band 5 | Percentage |
|-----------------------------|------------|
| Support                     | 50.7% (36) |
| Object                      | 29.6% (21) |
| Neither                     | 19.7% (14) |

The following themes were identified in the comments:

- Unspecified support: 7 comments
- Resident discount good: 3 comments
- Introduce Sturry park and ride: 3 comments
- Lower prices to encourage use and increase overall revenue: 2 comments
- Encourages city centre visits: 2 comments
- Will not encourage more usage as bus is cheaper: 1 comment
- Discount for residents doesn't encourage park and ride, and other non-private care ways of travelling: 1 comment
- Extend discount to people who work in Canterbury: 1 comment
- Environmentally friendly: 1 comment
- Residents have difficulty parking: 1 comment
- More park and ride services required: 1 comment
- Encourages spending at local businesses: 1 comment
- Encourages tourism: 1 comment

- Stop people using concession passes on park and ride after parking at supermarket car parks: 1 comment
- Demand for Sturry park and ride isn't there, as car parks are still not full in town: 1 comment
- Reduces congestion: 1 comment
- Overall charges are artificially designed to promote park and ride: 1 comment
- Keep existing prices and increase revenue through increased use: 1 comment
- For park and ride to be successful, make sure there is a high frequency of services, good lighting and toilet facilities.: 1 comment
- Park and ride is irrelevant to non-Canterbury shoppers: 1 comment
- Clearly advertise prices on entry to Canterbury: 1 comment

#### 4.1.13. Other car parks

| Area       | Car park                 | Proposed change   |
|------------|--------------------------|---|
| Canterbury | Kingsmead Leisure Centre | Remove car park from the OSPPO for Active Life to manage              |
| Herne Bay  | Kingfisher Close         | Add a defined area into the OSPPO for permit parking only             |
| Canterbury | Simmonds Road, Wincheap  | Remove car park from OSPPO as tenant no longer wants to issue permits |

The largest group of respondents neither supported nor objected to the proposal. Levels of objection were slightly larger than the levels of support.

| Level of support for other car parks | Percentage |
|--------------------------------------|------------|
| Support                              | 15.9% (10) |
| Object                               | 23.8% (15) |
| Neither                              | 58.7% (37) |

The following themes were identified in the comments:

- Will reduce visits to urban centres and damage local businesses: 2 comments
- Support activelife management: 1 comment
- Private company should take on liabilities if gaining financially: 1 comment
- Increases pressure on local roads: 1 comment
- Stop all car park increases: 1 comment
- Proposals jeopardise community access, fairness, and well-being: 1 comment
- Private companies will make charges too high: 1 comment

#### 4.1.14. Car park permits

Increase permit charges by approx 10% - see [Appendix 2](#) for details.

A clear majority of respondents objected to the proposals.

The most common objections were that the charges were too expensive, especially in the context of the cost of everyday expenses.

| Car park permits | Percentage |
|------------------|------------|
| Support          | 4.9% (5)   |
| Object           | 77.5% (79) |
| Neither          | 16.7% (17) |

The following themes were identified in the comments:

- Too expensive: 43 comments
- Increases are not justified given poor state of car parks: 16 comments
- Hard for those struggling financially: 11 comments
- Stop parking of visitors in resident only car parks: 7 comments
- Not enough street parking permits in (Canterbury Whitstable): 5 comments
- Discriminates those who are less physically able (disabled, elderly): 4 comments
- Drug dealing/poor lighting in car parks make people feel unsafe: 3 comments
- Increase to business permits are a burden for businesses: 3 comments
- Short-sighted/unimaginative: 3 comments
- Install more ANPR: 3 comments
- Increases pressure on struggling businesses: 2 comments
- Discourages visits to urban centres: 2 comments
- Put revenue from increases into new EV charging points: 2 comments
- Increases were meant to be capped at inflation, which is 6.7%: 2 comments
- The reason for such large increases is not adequately explained: 2 comments
- Many people have no on street parking rely heavily on car parks: 2 comments
- Stop all increases in car park charges: 2 comments
- Allocate car park spaces to residents: 1 comment
- Makes essential trips difficult (medical): 1 comment
- Public transport not a viable alternative/make park and ride better: 1 comment
- Allow payment by direct debit: 1 comment
- Street parking permits for residents: 1 comment
- Increases are valid for funding the council: 1 comment
- Reduce council costs rather than increase revenue: 1 comment

- Council broken promise that School Lane Car Park in Herne Bay was not to rise above £500: 1 comment
- Middle Wall car park's automated ANPR barrier doesn't work: 1 comment
- Discourages living in urban areas, which is mean to be good: 1 comment
- Increase should match inflation: 1 comment
- Will make it hard to recruit workers in urban centres: 1 comment
- Introduce car park specific permits: 1 comment
- Don't increase school lane: 1 comment
- In the USA, local town businesses do well and they have 3 or 4 hours free parking: 1 comment
- Enforcement of on street parking by visitors is poor: 1 comment
- Is Notley terrace car park included?: 1 comment



## 4.2. Written representations

A total of 3 written representations were received.

### 4.2.1. A resident

A resident submitted the following comments via email:

*This proposal is crass in the extreme and only serves to support the contention that car parks are a cash cow to be milked at every opportunity regardless of any consideration of the needs of local people and the environment. Those in the cabinet who have supported this (and I know that some do not )are clearly myopic as to the unique situation that applies in Whitstable.*

*Some years back I initiated this move with support across party from other councillors. Whitstable is unique having three primary schools in close proximity to the main street (High Street and Oxford Street) which even at the best of times can be congested with no suitable drop off points particularly having regard to young children.*

*This measure was introduced to facilitate the school run, to mitigate congestion in the main street with consequences of pollution and to boost local trade particularly with the excellent butchers, bakers and greengrocers in the town. It only applies in the week and not at the busy weekends when car parking is in heavy demand.*

*A cabinet member was quoted in the press saying that that children could walk or go on the bus but this is already the case with many children but it ignores the fact that many parents have busy lives and that bus stops at the other end might be distant from homes and that with very young children this is neither safe nor convenient.*

*I have no objection to raised charges at busy times elsewhere and outside of term time. Tourists normally expect to pay high charges and certainly those from London are more than used to it. When matched against the price of a pint parking charges remain low.*

### 4.2.2. A resident

A resident submitted the following comments via email:

*Further to Canterbury council's consultation document on proposed increases to car parking I wish to register my objection to these large cost increases for parking which have already increased by more than inflation in recent years.*

*I live in Whitstable and consider these proposed charges to be excessive and will result in less visitors which harm trade in the town and also adversely affect council income.*

*Council will be aware of considerably higher costs for eating/drinking/shopping in the town. Increased parking costs will have to be passed on to customers which will result in businesses becoming unviable in what is already a very challenging environment.*

*In my view the lack of investment and very little maintenance and upkeep within the town not just by CCC but also KCC means that the councils are continuing to draw a lot of income whilst only putting a very small fraction back.*

*If however some real improvements to roads, footpaths and other infrastructure (currently in poor condition) were undertaken, to improve the appeal of the town then perhaps residents like myself would look more favourably on modest increases to current parking charges in the town.*

*I look forward to seeing the results from the consultation.*

#### 4.2.3. Canterbury BID

Canterbury Business Improvement District (BID) say that increasing parking charges without sufficiently improving public and active transport could harm businesses in Canterbury.

They made a number of strategic and practical points, including that the council should:

- Ensure charges are based on economic analysis and integrate with the wider transport policy.
- Identify and communicate the positive aspects of visiting Canterbury vs other cities e.g. 'parking from £1.70ph /£1.90ph ... 3 minutes from the city centre'
- Put up clear maps and routes for visitors to follow from the car parks to the shops.
- Reconsider collection points to incentivise shoppers.
- Introduce season tickets for park and ride.

Canterbury BID also welcome:

- The investments in the Castle Street Multi Storey Car Park.
- The proposal to re-open Sturry including the later evening services.

Canterbury BID's comments were submitted by email and can be viewed below:

*[...] Canterbury BID has run two consultation workshops and surveys on transport and parking in recent years, and they are available on the BID website <https://www.canterburybid.co.uk/representation/>.*

*For this year's consultation, we welcomed Richard Moore, Head of Transportation and Environment at CCC, and Cllr Alex Ricketts, Cabinet Member for Tourism, Movement and Rural Development, to the BID Board meeting on 15 November 2023 and extended invitations to representatives from the city's business quarters.*

*We recognise that we are in a "transport transition" and that a reduction in carbon emissions and congestion is essential. However, we also have to recognise that increasing car parking prices alone – without any other change to our transport infrastructure – will have a negative impact on businesses, on their employees and on our residents. Measures discouraging car use need to be supported by additional public and active transport, which is necessary in order to achieve environmental objectives without adversely affecting city centre footfall.*

*If businesses – many of whom continue to struggle post-pandemic due to rising costs and disruptions to the supply chain – fail as a result of these changes, there will be a further increase in vacant units and a negative impact on the Council budget through business rates.*

*We understand that local authorities are underfunded and we want to work with the Council to ensure Canterbury can remain a thriving city for everyone who uses the city. We very much welcome investment in Castle Street Multi Storey and investment in marketing / incentive strategies. We would like to be involved and support a clear strategy to focus on positive messaging and signposting.*

*Below is a summary of questions and points of feedback.*

### **Strategic**

- *What is car parking for? Is parking about raising revenue for local services? Is it a service to the public, residents and visitors alike? Or, is it to support businesses as part of an economic regeneration strategy?*
- *What was the strategic decision-making process for the proposed increases? How does this proposal link to Canterbury's wider transport strategy?*
- *Canterbury welcomed 16 million + visitors in 2023. Was the consultation sent proactively to visitors?*

### **Economic Development oversight**

- *Has there been a cost/benefit analysis done in terms of economic impact?*
- *Businesses are still in a very precarious position. Footfall is recovering but the cost of doing business remains very high, which means profit margins are low with many businesses carrying debt from the pandemic. Hospitality and ENTE are at most risk. This impacts on employment and eventually on business rates.*

- *The vast majority of businesses who participate in our car parking consultation workshops and questionnaires say that increasing car parking charges has a significantly negative/damaging impact on business and significant revenue will be lost.*
- *Car drivers are the biggest spenders. With business margins so tight due to rising costs, this puts jobs and businesses at risk. Strong view that car parking increases will put businesses at risk.*
- *Customer decision making in our key catchment area is impacted by price. Customers in this zone are almost exclusively car driving customers with limited public transport. These are our biggest cash spenders and they will drive further, adding to the climate emergency, to drive down their parking costs out of principle.*
- *Competition – Canterbury is in direct competition with nearby shopping centres that offer free parking. This must be a consideration.*

### ***Incentive strategies, marketing and comms***

- *Incentive strategies and positive marketing are crucial. We understand that some funding will be available for marketing and comms. Can we be involved in the development of the strategy and campaign? We would like to see a clear incentivising strategy focussed on positive messaging and wayfinding. For example, ‘parking from £1.70ph /£1.90ph ... 3 minutes from the city centre along the Kings Mile/Castle Quarter’, showing how close these car parks are to shopping / key destinations – this could also be a good way to show the value of some of the LUF investment. The city’s car parks are perfectly reasonable walking distances and in some cities, you wouldn’t be able to park this close. If we push the positive narrative, we could win back some customers.*
- *Can you look at peak and off peak, matching this with low footfall days, to encourage people to try Park & Ride? The idea being that this wouldn’t negate existing income but could serve as a boost – financial for the Council (also from a decarbonisation / congestion perspective) and boosting economic impact.*
- *Will there be new incentives for EVs?*
- *Park & Ride – Is it true that some/all Stagecoach buses can be used to return to Park & Ride? If so, what can be done to promote that?*

### ***Specific questions / points***

- *Rosemary Lane has been shut now for 3 years+. Why can’t it be reopened for business use? Whilst it’s not in use, it needs to be kept tidy – otherwise, the broken window syndrome kicks in.*
- *Castle Street Multi Storey. Very pleased to hear that £300,000 is being invested to improve Castle Street Multi Storey (cleaning, lighting) as it is much needed. We receive regular stories like this one:  
Recently a client parked in Castle Street Multi-storey. She was concerned about returning to her car after her appointment, so I walked her back and used the stair well to enter. There was human faeces and stank of urine. Women do not feel safe using this car park.*

- *Public transport is unreliable and not always accessible, not least for people who arrive early and leave late for work, and in many cases remains costly, so not a viable option for many.*
- *Do you have to park in order to ride? What if you cycle or walk to a Park & Ride – can you then jump on a bus? Can this be communicated explicitly.*
- *Park and Ride:*
  - *We welcome the proposal to re-open Sturry and agree this needs to run later in the evening to serve the night time economy and enable people to return home after work.*
  - *Can every bus that passes Park & Ride stop there?*
  - *Could there be season tickets for Park & Ride?*
- *Wayfinding is absolutely crucial. How will these proposals link to LUF?*
- *Better wayfinding is essential, especially the signage as you enter Canterbury. We understand that KCC are responsible for the signage outside the city centre. WiFi / connectivity is so poor which is partially why the digital signs (indicating number of spaces available) don't work. How can this be addressed?*
- *Suggestion to reconsider collection points as a direct mitigation to the impact of car parking prices increases to incentivise shoppers.*
- *What incentives will be provided? Suggestion to offer discounts at low peak times.*
- *Suggestion to include maps and visual marketing collateral as part of the marketing campaign, as discussed with the BID team, so people know how close they are to their designation. Include “concentric circle” style maps around the city with an indication of how long it will take to walk from point a to point b, for example.*
- *University perspective – 1/3 of students are commuters. Both students and staff would like to reduce their carbon footprint, but the reality is that some still need to park. What conversations are CCC having with other transport providers?*
- *Why remove the 20% EV discount offered to ANPR account holders and permit holders?*

## 5. Conclusions

Overall, respondents objected to the majority of the proposed changes.

They said net increases to car park charges were too large, would reduce visits to urban centres and increase pressure on high-street businesses.

The Canterbury BID also mentioned the potential of harm to Canterbury businesses, highlighting the risk of losing customers to retail parks that offer free parking. This was also mentioned by other respondents.

Many stated that the resident's discount was not large enough. Those responding to the proposed increase in charges for car parking permits often said the increases were not justified given the poor state of car parks.

Parents who use car parks for drop offs to schools with otherwise limited parking objected strongly to the introduction of morning charges. They said the proposed changes would make their lives more difficult, increase obstructive on-street parking and therefore pose a danger for school children.

Other points included that the morning charges may reduce admissions to some Whitstable schools in particular and would generally increase financial hardship of families already struggling with cost of living.

Most objected to the removal of the electric vehicle (EV) discount. They stated that we should be encouraging the use of EVs with discounts to lessen climate change and improve air pollution.

The majority of respondents supported the change from 2 to 3 hours free parking for blue badge holders. However, there were still some that objected.

Most respondents supported the proposal to reduce the Park and Ride charge for residents.

It is hoped that the findings from this consultation provide useful insight as to how the council will proceed during the next stages of the decision-making process.

## Overview and Scrutiny Committee - 25 January 2024

**Subject:** Financial outlook and draft budget 2024/25

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**Director and Head of Service:**

Tricia Marshall, Director of Corporate Services and Head of Paid Service.  
Nicci Mills, Service Director Finance and Procurement and s151 officer

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**Cabinet Member:**

Councillor Mike Sole Cabinet Member for Finance

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**Key or Non Key decision:** Key

**Decision Issues:**

These matters are within the authority of the Council

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**Is any of the information exempt from publication:**

This report is open to the public.

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**CCC ward(s):** All

**Summary and purpose of the report:**

**This is a copy of the report to Cabinet, submitted to the Overview and Scrutiny Committee for review in advance of the decision making. Comments from this meeting will be passed to Cabinet for consideration. Cabinet will then recommend the budget to Council.**

**Councillors are specifically asked to comment on the three consultations for markets, licensing and the general fund consultation.**

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**Next stage in process:**

Cabinet on 8 February 2024.

The remaining budget setting timetable is:

| <b>Activity</b>   | <b>Date</b> |
|---|-------------|
| Overview & Scrutiny Committee consider budget and consultation feedback   | 25 January  |
| Cabinet considers feedback from budget consultation and the Overview and Scrutiny Committee and updated GF and HRA budget information to make recommendations to full Council on budget and council tax | 8 February  |
| Council approves budget and council tax for 2024/25   | 22 February |

Report to Cabinet  
8 February 2024

**Subject:** Financial outlook and draft budget 2024/25

---

**Director and Head of Service:**

Tricia Marshall, Director of Corporate Services and Head of Paid Service.  
Nicci Mills, Service Director Finance and Procurement and s151 officer

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**Cabinet Member:**

Councillor Mike Sole Cabinet Member for Finance

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**Key or Non Key decision:**

Key

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**Decision Issues:**

These matters are within the authority of the Council

---

**Is any of the information exempt from publication:**

This report is open to the public.

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**CCC ward(s):**

All

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**Summary and purpose of the report:**

*This report sets out the key financial issues facing the Council from 2023 to 2025, advises Councillors on key budget assumptions and puts forward budget proposals for 2024/25 for consultation.*

*The detailed estimates and consultation responses will be considered by Cabinet on 8 February 2024 and by Council on 22 February, when the budget and council tax for 2024/25 are set.*

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**To Recommend (to Council) :**

- a) that the Council approves the net revenue budget amount of £20,817,234 for 2024/25;
- b) that the Council approves a Council Tax for Band D of £239.91 for 2024/25, an increase of 2.99% when compared with 2023/24;
- c) that the Council approves the Financial Plan for 2024/25 to 2025/26 set out in Appendix 1 as the basis for the budget in each of those years with the projected Council Tax increase being limited to not more than 2.99% each year;
- d) that, in order to deliver a robust budget in future years, the Council continues to identify further opportunities to generate additional savings;
- e) that the fees and charges set out in Appendix 3 be approved;
- f) that the movements in reserves set out in Appendix 4 be approved; and
- g) that authority be given to incur expenditure on schemes brought into the capital programme since the Council meeting in February 2023 for 2024/25 set out in Appendix 2;
- h) that, subject to any alterations necessary, the draft capital programme set out in Appendix



2 be adopted as the basis for planning the approved capital budget; and

i) that authority be given to the Head of Paid Services, Director of People and Place, Director of Strategy and Improvement and Service Directors to incur expenditure and otherwise exercise the powers delegated to them in the Constitution in order to implement the Capital Programme.

j) that for the cost recovery fees and charges (highlighted in amber in Appendix 3), officers are able to further increase or decrease charges during the year by up to 5% if costs vary, in consultation with the Chair of Cabinet.

## **1. Introduction**

At its meeting in November, Cabinet considered a report setting the Council's financial prospects for 2024/25 and beyond.

Public consultation on the 2024/25 budget proposals started on 13 November and ended on 8 January 2024.

This report sets out:

- new information available since the November report was produced;
- an updated budget for 2024/25 taking into account the above;
- the results of the budget consultation exercise; and
- changes proposed to reserves.

This report sets out the key financial issues facing the Council for 2024/25 and beyond, advises Cabinet on key budget assumptions and puts forward budget proposals for 2024/25

Section 25 of the Local Government Act 2003 requires the Chief Financial Officer to report on:

- the robustness of the estimates (on which the Council Tax calculation is based); and
- the adequacy of the proposed financial reserves.

This report sets out the Chief Financial Officer's opinion on these matters for Councillors' consideration. The schedules attached to this report are:

- Appendix 1.1 Summary Financial Plan to 2025/26
- Appendix 1.2 Detailed Financial Plan to 2025/26
- Appendix 1.3 Changes to the budget since November 2023
- Appendix 2 Capital programme
- Appendix 3 Fees and Charges
- Appendix 4 Schedule of Reserves and Balances
- Appendix 5 Risk Schedule
- Appendix 6.1 Summary of General Fund budget consultation responses
- Appendix 6.2 Summary of markets consultation responses
- Appendix 6.3 Summary of licensing consultation responses
- Appendix 7 Equality Impact Assessment
- Appendix 8 Climate Change Impact Assessment

## **2. New information and key changes since November 2023**

The 8 November report highlighted a number of areas where further information was required in order to set the budget for 2024/25. New information received since that

date is set out below.

In summary, the financial settlement was slightly less than expected, and the funding is still for one year only with an expected funding reform due from 2025/26. New Homes Bonus has been extended for one last year, increasing by £600,000 due to additional hereditaments added to the council tax base. However the newly added in 2023/24 3% funding guarantee was reduced by £600,000. Other smaller grants have increased by an inflationary amount, however levies and business rates tariffs have also increased, resulting in a net adjustment to grant funding from the November assumptions of £71,000 deficit which has been added to the existing £406,000 budgeted transfer from the budget stabilisation reserve.

As anticipated, inflation continues to increase, albeit at a slower rate than was seen last year. The extra costs of inflation are still assumed to be higher than the additional funding received. Whilst the gap can be filled for 2024/25 with one off funding, this creates additional pressure for future budgets. Appendix 1.3 shows the changes from 2023/24 to 2024/25 and to 2025/26. There were various assumptions already made in the November report of these changes.

The OSPPO report has been amended to take the consultation results into consideration. The impact of these changes result in an additional deficit of £40,000. This amount has been off-set by £38,699 through other changes and the positive impact of Quarter 3 parking figures. All these changes are set out in the report and the overall financial impact of 24/25 OSPPO proposals is now £648,058.

### Updated Summary Financial Plan (£000)

As a result of the above changes, the budget position for 2024/25 has changed as set out in the table below.

| 000's                        | 2023/24         | 2024/25         | 2025/26         |
|------------------------------|-----------------|-----------------|-----------------|
| Net budget before savings    | 21,126          | 22,016          | 22,266          |
| use of reserves              | (405)           | (499)           | (499)           |
| Existing savings to be found | 0               | (700)           | (100)           |
| New savings to be found      | 0               | 0               | (1,234)         |
| <b>Net budget</b>            | <b>20,722</b>   | <b>20,817</b>   | <b>20,434</b>   |
| Central grant funding        | (8,522)         | (8,018)         | (7,121)         |
| Council tax                  | (12,200)        | (12,799)        | (13,313)        |
| <b>Total funding</b>         | <b>(20,722)</b> | <b>(20,817)</b> | <b>(20,434)</b> |

The draft budget is set out in Appendix 1.1, with further detail by service at Appendix 1.2 and with the adjustments since November 2022 set out at Appendix 1.3.

#### a) **Central Government Formula funding**

Annually the government publishes a baseline needs assessment for each council under the formula funding system and this is made up of two elements – Revenue Support Grant (RSG) and business rates. The business rates element currently increases each year in line with inflation. RSG is the balancing figure to bring the total funding to the baseline needs assessment total. For the current year RSG was £193,000, increasing to £207,000 in

2024/25. However this is not expected to continue from 2025/26 and may, as expected prior to the pandemic, result in a negative RSG, where the council is paying the government.

**b) 3% Funding Guarantee**

As part of the provisional local government finance settlement, the government is proposing an increase in the funding available to local authorities, providing local authorities with a new one-off, funding guarantee that will ensure all councils will see at least a 3% increase in their Core Spending Power. For Canterbury City Council this results in a grant of £1.1m for 2024/25.

For 2023/24 the government provided a 3% funding guarantee to increase local authority core spending power to support the increased inflationary pressures. Government announced this would be for a two year period. The 3% funding guarantee for 2024/25 has been announced at £1.1m, which is a reduction of £600,000 from the previously assessed amount.

There is no information about funding in 2025/26 and beyond. It has been assumed for financial planning purposes that there will be a reduction in 2025/26 of some specific grants, with any increase in business rates income for inflation being balanced by a clawback mechanism.

This funding guarantee is based on the assumption that councils will increase their council tax by the maximum allowable under the council tax increase referendum rules, for CCC that is 2.99% as set out above.

For context, the overall net funding from government grants from 2023/24 to 2024/25 is a net reduction of £9,000. This is due to a reduction in 3% funding guarantee, the New Homes bonus increase and reduction in the Services Grant.

**c) Business rates (£5.2m)**

As mentioned above, business rates form part of the baseline needs assessment. The government makes an estimate of the Council's business rates income. It then shares the income as follows.

| Recipient                    | share |
|------------------------------|-------|
| Government                   | 50%   |
| CCC (+ see below re. tariff) | 40%   |
| KCC                          | 9%    |
| Fire                         | 1%    |
| Total business rates income  | 100%  |

A tariff is then applied to the Council's share, reducing it to £5.2m in 2024/25. If business rates increase (for example due to new business premises being built) then the Council will receive a proportion of the increased rates due. However, if business rates decrease (for example through demolition or conversion to residential use, or as the result of an appeal) then the Council will share in the reduction in business rates, though the reduction is capped by a safety net limit - ie. the government bears any losses above the safety net limit.

For 2024/25 it has been assumed that this Council's share of business rates income will improve slightly and is budgeted at the baseline needs level.

**d) New Homes Bonus (NHB) (£1m)**

The actual NHB to be received for 2024/25 has been assessed as an additional one off funding of £997,000. The government had intimated that NHB would stop after 2019/20 however continued it a further one year.

This additional growth in new homes bonus has been offset as described above through the 3% funding guarantee resulting in a minimal net adjustment to the 2024/25 budget.

**e) Council Tax (£12m)**

The council tax income is derived from three factors – the average (band D) council tax, the number of properties in the district (converted into band D equivalent properties and adjusted for discounts and allowances) and the collection rate.

The result of the most recent taxbase assessment, which was approved at Council on 4 January has also been included in the council tax calculations for 2024/25 resulting in an increase to the budget of £108,000.

In previous years the government has controlled increases in council tax through council tax referendum limits (any proposed increase above the limit requires a referendum). Last year the government limited council tax increases by district councils to three percent; this limit has continued for 2024/25.

The current level of increase assumed will result in approximately £0.3m of additional income to fund the cost of services.

**f) Parking income (£11m)**

Off street parking has bounced back to pre-pandemic levels, park and ride usage has been slower to recover. The Sturry Road Park and Ride was temporarily suspended with some costs still being incurred, which is now being proposed to reopen in 2024.

The parking budgets have been adjusted to take into consideration the consultation responses. This has a zero impact to the net budget as operational savings identified within the OSPPO report have offset the additional net costs of £40,000.

In terms of robustness of any estimate, parking income is heavily dependent on:

- businesses and venues being open;
- people having spare cash to spend on leisure and retail activities;
- working arrangements;
- international and domestic tourism; and
- universities running face to face courses.

### **3. Review of Reserves and Balances**

The Service Director of Finance and Procurement is required to report on whether the budget is robust and whether reserves are adequate.

The use of reserves in 2023/24 and 2024/25 to balance the budget will use up £1m of available reserves. At current estimates it is assumed that the Council will continue to need to utilise the budget stabilisation reserve in 2025/26 to the same extent as in 2024/25. However this is not a sustainable position for the long term as the budget stabilisation is a one off and finite option.

Services have been reviewed alongside the ongoing requirement for one off reserves that were originally transferred from general fund revenue service budgets for specific purposes prior to the budget stabilisation being required.

As services regulate and inflation settles, it should become easier to manage, plan and forecast the council's finances for individual services as in turn, the council's overall budget. Earmarked reserves are set to mitigate specific risks or to build up funds for known or anticipated future expenditure, thus smoothing the impact over a number of years.

The review of reserves has taken 3 aspects into consideration; the individual needs of the services that contributed to earmarked reserves and their original requirements; the overall budget stabilisation requirement and sensitivity analysis for future overall funding requirements; and the current general fund budget and temporary budget gaps.

The main movements in reserve recommendations are to allocate the pre-pandemic reserves that were pooled back to the service earmarked reserves if still required, this includes the climate change reserve, litter reserve and phased use of business rates reserve.

To allocate specific budget stabilisation reserves, the other movements include strengthening the commercial property stabilisation reserve; the general fund working balance; property maintenance and elections reserves.

Due to this review and to balance the budget some of the contributions to reserves have been adjusted for one year to provide a temporary revenue saving which will need to be re-established in future years.

Taking into consideration the economic outlook and difficult economic climate, the review and movement of reserves provides a robust and an adequate balance for the financial stability of the council.

#### **4. Capital Programme and financing**

There are no significant changes to the capital programme since the November report that will require additional borrowing.

#### **5. Consultation**

##### **General Fund consultation feedback**

The revised Best Value statutory guidance requires that service users, businesses and the community and voluntary sector are consulted on changes to services. Any adverse impact will be identified through the equality impact assessment process and, where needed, specific consultation is undertaken.

The general consultation via the council website started on 13 November and ran until 8 January. As well as consulting on the fees and charges proposed for 2024/25 the consultation asked for more general views.

Parallel to the general fund consultation was the Osppo consultation, the markets consultation and licensing consultation, which all fed into the 2024/25 updated budget in this report. The responses to the general fund consultation and the markets consultation are attached as Appendix 6.1 and 6.2 to this report.

The general fund consultation covered a wide range of proposals as part of the 2024/25 budget and received 52 respondents from a variety of stakeholders. The executive summary in Appendix 6.1 provides a summary of the results with the detailed analysis following.

Some of the key points to note are below:

- The majority of respondents said that the increase in council tax was fair given the current cost of day to day expenses.
- There was good support for the Park and Ride at Sturry.
- Support was mixed for the Canterbury market and tree officer.
- There was strong support for the Christmas tree disposal service and a large concern that restricting the Christmas tree disposal service to garden waste subscribers only would increase fly tipping.
- Many respondents said that the beach hut increase is too large given the quality of nearby facilities.
- A number of respondents recommended increasing or maintaining the support of voluntary sector organisations

Running parallel to the general fund budget consultation, specific consultations on the Markets and market traders fees and licensing fees was undertaken and the results are summarised in Appendix 6.2 and 6.3.

### **Markets consultation feedback**

Consultation on markets was carried out between 13 November 2023 and 8 January 2024. The survey included questions about proposed market trader fees, the costs of bringing in a market manager - which are relevant to the budget report and will be considered in this decision.

It also included other questions which can inform the operational management of the market should it be reintroduced, as well as ideas for future use of St George's Street for other events and activities.

The full consultation summary report is attached in appendix 6.2

There were 183 responses. 180 people completed the questionnaire and there were three written responses. One of these is from an existing street trader, who was writing on behalf of former market traders. The full text of that response is included in the summary report referenced above, along with the notes from a meeting held with street traders / previous market traders and other interested parties. The specifics requested in his response are detailed below.

There is general support for the return of the Canterbury market, with 77% of respondents in agreement.

It's clear the public want to see good quality products on offer, specifically fresh produce and craft products. There are concerns regarding the appearance of the market and a feeling that the stalls should have a more uniform and tidy appearance. It is also clear that respondents do not want to see vape products or low quality plastic products on offer. This feedback would be considered as part of the operational management.

Proposed street trader/market trader fees were included in the consultation for Canterbury and Herne Bay. These were based on a 10% inflationary increase on the fees charged previously.

Note - there are additional costs associated with operating a market - namely National Non Domestic Rates (NNDR), waste removal and street cleansing - which do not apply to street trading so there is a historic difference between the fees for each activity. Market fees made a contribution towards these costs in recent years.

Proposed street trading fees for 2024/25:

Prime location street trading = £31.63 (previous year £28.75)

3x3m Canterbury market pitch = £54.10 (previous fee £49.18)

6x3m Canterbury market pitch = £81.15 (previous fee £73.77)

Herne Bay market pitch = £38.50 (previous fee £35)

There were just two comments in the questionnaire responses:

- Fee is fair if good quality gazebos are offered: 1 comment
- Fee is fair but should not go higher: 1 comment

However, the written response mentioned above calls for fees to be set at £30 for a 3x3m market stall and £40 for a 6x3m market stall. Partly in recognition that the market needs to re-establish itself.

Proposed fees for the Herne Bay market received no consultation feedback.

There was a mixed response to the number of days the market should operate, in response to the proposal that it should be all day on Wednesdays - as set out in the consultation report. It is proposed that if reintroduced, this is initially on Wednesdays only and that this is reviewed as an operational matter during the course of the year.

Market manager costs were also included in the consultation, as this is a new cost of £45k to the council's budget to cover salary and oncosts. It is anticipated that this role would manage the district markets on a day to day basis as well as being responsible for widening the market offers in the city and town centres over time to include new activity.

In response to whether the introduction of the post was supported, 39 responded that a manager would be 'good' or 'fine'. 10 responded that it wasn't needed. Three commented that if the quality of the market was no better, there was no need for a manager. 10 responded that the post should cover its own costs. There were numerous comments reflecting the skills and responsibilities a manager should have.

The written response refers to the market traders paying for this post. That would require a significant increase in the number of traders to even cover the operational costs mentioned above, before any contribution could be made towards the salary costs.

Specific consultation was undertaken with those who pay licensing fees - namely scrap metal dealers, taxi and private hire vehicle drivers, street traders and boat and punt operators, all of whom were contacted directly.

There were no responses from scrap metal dealers.

There was just one response from a private hire vehicle (PHV) driver, opposing the fees charged to PHVs for school journeys and suggesting these should be capped at £50. The response can be found in appendix 6.3.

There were five responses overall from street traders, with just two comments on the fees. One comment in support, provided the gazebos are good quality. And one saying the fee is fair but should not go higher.

It is proposed that the fees for scrap metal, taxi and PHV and street trading are increased as per the fees and charges proposals - namely 10% for scrap metal, 4% for taxis and PHVs and 10% for street trading.

The fees for boats and punts are also proposed to increase by 10%. A detailed response was received from the Canterbury and Stour Waterways Association (CASWA) comprised local operators - Grove Ferry River Trips, Westgate Punts, Canterbury Punting Company and Canterbury Historic River Tours.

The full response can be found in appendix 6.3

In summary, their response references an agreement that was reached when the organisation was formed in 2017/18, whereby instead of being charged for separate elements of operation including boat licences, street trading licences etc, 'each company will be charged an inclusive fee for an operators licence, set in consideration of the nature and size of the operation and associated sales and marketing activity. The fee set is subject to the Council's annual greater budgeting exercise in terms of necessary inflationary related uplift'.

The 10% increase proposed for most fees is reflective of the inflationary increases being applied to the council's costs.

It is proposed that the 10% increase is applied to the boat and punt fees. However, that the approach with CASWA members is maintained and the 10% is applied to the inclusive fees they were charged in 2023/24. Any new operator working outside CASWA would be charged as per the fees and charges table.

In addition, it is proposed that the boat and punt fees are reviewed for 2024/25.

## **6. Equality Impact Assessment**

Under the Equality Act 2010 the council has a public sector equality duty to consider the impact of its budget decisions on different people. Where negative impact is identified on certain groups of people, ways must be considered of mitigating or avoiding the negative impact. Budget impact analysis was carried out to understand the impact on service users of budget decisions.

In line with DCLG Best Value Guidance, other factors including economic impact, environmental impact and social value have been included within the analysis along with consideration of the effects on people with low incomes and people living in different areas of the district. None of the proposals set out in the budget are expected to have a negative impact on specific groups of people.

## **7. Risk Assessment**



The 2024/25 budget is a one year budget plan with an indication of the 2025/26 budget position. This is due to the unknown settlement position in 2025/26 and beyond.

A schedule of the financial risks facing the Council when setting the budget is set out in Appendix 5 and the most significant risks are considered below.

The budget continues to be challenging, balancing the service users needs and the increasing costs of providing services.

## **8. Opinion under the Local Government Act 2003 (LGA 2003)**

Under the LGA 2003 the Statutory Finance Officer (Service Director Finance and Procurement) is required to give Councillors an opinion on the robustness of the budget estimates and the adequacy of reserves.

In assessing the robustness of estimates in terms of the budget, the following sources of assurance were taken into account:

- The financial planning process used for the 2024/25 budget, including full involvement of Heads of Service and the Finance Sub Group;
- The Financial Strategy, including building a two-year Financial Plan, clear financial objectives and the continual improvement programme following the change programme;
- A history of strong financial management within the Council, confirmed by feedback from external auditors;
- Clear budget responsibilities at individual officer level;
- The separate monitoring arrangements around major projects
- Effective internal and external audit arrangements, with risk-based audits, reporting through the Scrutiny Sub Committee and Audit Committee;
- Set aside of earmarked funds for potential liabilities in the medium term; and
- Effective risk management, including scrutiny of the risk register by the Audit Committee.

As is the case every year, inevitably there are a number of risk factors within the 2024/25 budget proposals; these are set out in some detail in Appendix 5 to this report. Some of the more significant items are set out below.

### **a) Pay costs (£17.6m)**

The Council agreed that from 2021/22 it would adopt the nationally negotiated local government pay settlement as its pay award. The national settlement for 2023/24 has been agreed at a flat rate amount of £1,925 or 3.88% whichever is the higher, and capped at 3.5% for higher grades.

There is no information currently available about the pay settlement for 2024/25. Assumptions have been made in putting the budget together, but this is an area of considerable uncertainty.

There are still some vacant positions across many service areas throughout 2023/24, and although the budget is allocated out to services to cover all posts, the impact of this will be seen in future years from 2024/25 when vacant posts are filled and turnover stabilises.

### **b) Inflation for non-pay costs**

The council would usually add a £250,000 budget for inflationary increases to contracts or services to be allocated as required. Recent years have seen a significant increase in the requirements for inflation, with estimates for various elements, including fuel, utilities and contracts, and this is expected to continue into 2024/25.

Inflation is flagged as a budget risk and there is a high risk that it will exceed the budget available. In order to mitigate against this, additional inflation contingency budgets have been included for both Capital and Revenue. Any further inflationary increases not contained within the overall general fund budget will need to be funded from the budget stabilisation reserve.

#### c) Income

In the build-up of the budget there are a number of major income streams with risks attached, including:

- Business rates
- Car parks and off street parking;
- Commercial rents;
- Development Control;

The risks around these income sources are set out in more detail in Appendix 5, but in general terms they are dependent on local economic and market fluctuations. In depth monitoring of these budgets will continue throughout the year and will be given regular consideration by Scrutiny Sub Committee, the Cabinet and senior officers through the budget monitoring process.

#### d) Pensions funding

The Council is required by law to be part of the Kent County Council Pension Fund. This is a defined benefit scheme. All staff are auto enrolled into the scheme but can choose to opt out. The scheme benefits are set nationally as part of the Local Government Pension Scheme.

The Fund is actuarially assessed every three years to check whether the assets held by the Fund will be sufficient to cover its liabilities. Whilst CCC is part of the Kent Scheme, its assets and liabilities are ring fenced and CCC receives its own actuarial valuation. The next revaluation results have been calculated and applied from April 2023. The Canterbury Pension Fund is nearing a fully funded scheme at 99.5%. Contributions remain constant for the next three years unless the Fund significantly changes due to market conditions. The triennial review of the Kent Superannuation Scheme took place for 2023/24. A decrease in backfunding contributions to the scheme has been included in the budget as the fund becomes near fully funded for the Council. This reduction in budget has been included for 2024/25. The ongoing contribution rate has however increased and contributes to the increasing costs of services.

#### e) Investment receipts and borrowing costs

Interest rates have begun to decrease throughout 2023/24.

Borrowing costs have been estimated based on PWLB rates. The Whitefriars purchases in 2016 and 2018 increased the Council's borrowing significantly. The purchase decisions were based on the rental income share covering interest and principal repayments, though with the understanding that the income will vary depending on movements in the rental market. The position will continue to be monitored closely as part of the budget management

process. A separate reserve was set up to smooth the impact of fluctuations in rental income from year to year.

To give Councillors some context, CIPFA's comparative data for all English district councils shows that as at 31 March 2019 this Council had the tenth highest level of external debt £217m. The Council is also ranked 26th out of 192 districts for external interest payments as a proportion of Net Revenue Expenditure. Since March 2019 debt levels have fallen to £178m, but this is still likely to place the Council at a high comparative level. Much of the Council's borrowing is at a long term fixed rate, however variable short term borrowing is also used.

#### f) Impact of economic climate

The council continues to face a very challenging financial and economic climate as a result of the war in Ukraine and the impact of many other financial and economic pressures which have led to a period of high inflation and interest rates, together with high energy costs and the resulting cost of living crisis that residents of the District now face. The UK faces a period of possible recession and public sector funding pressures over the near, medium and longer term.

District Councils find themselves in a position where they have to remain flexible and adaptable to constant changes with limited new financial resources likely on the horizon, in a period of great uncertainty in terms of financial planning. As such the 2024/25 budget is based on a continuation of service levels with reasoned assumptions in relation to pay and price inflation, borrowing costs and known income pressures.

Robust monitoring is in place to manage the budget and mitigate any potential risks at the earliest opportunity and Councillors will be kept updated of the financial position through budget monitoring reports throughout the year.

#### g) Growth and Savings

As part of the change programme there is an existing £700,000 savings built into the budget for 2024/25. This is to be made from operational service efficiencies of system alignments and process efficiencies.

There is a risk that this saving will not be met in full in 2024/25, if not identified and achieved there is the potential for the contribution from reserves to be higher.

Growth has been kept at a minimum for 2024/25, with decisions to reinstate the Canterbury market and the Sturry Road Park and Ride service to support the local economy.

#### h) Impact of new legislation

It has been assumed for 2024/25 that any costs arising from the implementation of new legislation are either negligible or that the implementation costs will be met by the government under the 'new burdens' arrangements. No provision has therefore been made in the budget for such costs.

### **9 Adequacy of reserves**

Ensuring the adequacy and sustainability of the Council's reserves continues to be a key part of the budget process. Individual balances have been reviewed as part of writing this report and the detailed work is set out at Appendix 4. This review should ensure that all provisions and earmarked reserves are adequate for their purposes in the medium term.

The key issue on which comment must be made relates to the General Fund Reserve: The General Fund reserve is the only resource not ear-marked to a particular future need.

Given the increased volatility in the Council's financial position, including potential major reductions in formula funding, it is recommended that the Council hold a minimum General Fund reserve balance of £3m or 15% of its net Revenue Budget (whichever is the greater).

The formal advice of the Section 151 officer to the Council is that every effort must be made to achieve the agreed savings plan in order to ensure financial sustainability and preserve the level of reserves for future commitments. The Council should avoid, at all costs, the General Fund Reserve balance reducing below 15% of its Net Service Expenditure. The 2024/25 draft budget set out achieves this general reserve balance.

Councillors will recognise that budget risk cannot be avoided completely. However, the structures already in place and the actions being put in place should ensure that next year's overall revenue budget is achieved.

Councillors may recall that the Budget Stabilisation Reserve was set up as a response to the financial impact of CV19 on the Council's finances. All the reserves that could be used with some flexibility were moved into this reserve. The remaining earmarked reserves are required for specific purposes.

Post review of reserves, there is expected to be a balance of £4.8m in the Budget Stabilisation Reserve as at 31 March 2024, of which £0.4m is allocated to be spent within the 2023/24 budget and a further £0.4m in 2024/25.

It is strongly recommended that the remaining balance is held in that reserve and not allocated out for specific purposes in order to provide resilience in the Council's budget for 2024/25 onwards. The Budget Stabilisation reserve will be needed to cover the following risks for one year only:

- Any general shortfalls in income in 2024/25 (on top of the £0.4m shortfall forecast)
- Shortfalls from recovery assumptions in future years
- Any impact from the wider economic climate
- Excess inflation above that provided for within the budget
- Increases in borrowing costs as a result of interest rate increases
- Any impact from the KCC budget proposals

The position on the General Fund Reserve is as follows.

|                                | £'000's |
|--------------------------------|---------|
| Actual Balance 1 April 2023    | (2,239) |
| Estimated balance 1 April 2024 | (3,108) |

## 10 Medium Term Financial Prospects

The current financial settlement is only for one year, which continues to make it difficult to set out financial projections for the longer term. We anticipate there will be further significant

reductions in local government funding in future years.

In previous years an increasing proportion of central funding has come through the New Homes Bonus. The scheme has ended with one more year extension for 2024/25 providing a one off £1m of funding. There is no indication of future funding related to building new homes as yet.

The draft 2024/25 budget shows a balanced position, however this relies on many variables, including income assumptions to continue in a similar manner they have have been; government settlement to be confirmed at no lower than proposed; inflationary impacts on expenditure including utilities and fuel to be within the contingencies allocated and a one off contribution from the budget stabilisation reserve.

## **11. Options available with reasons for suitability**

### **Options**

Cabinet can either:

- a) agree the recommendations as set out in this report; or
- b) amend the recommendations.

The council must set a budget by the end of February in order to produce its council tax bills and to start to collect council tax in a timely manner; it is therefore not practical to reject the budget proposals entirely.

The Council is required to set a balanced budget for 2024/25. The proposed approach set out in this report has the following key elements:

- a council tax increase of 2.99% (£6.97 a year for a band D property);
- use of reserves to smooth savings across years;
- reductions in some service areas but with the majority of savings being achieved through efficiency savings; and
- some increases in fees and charges at the current rate of CPI or cost recovery, with some exceptions.

When considering its options for council tax levels for next year, the Council has three options:

- freeze council tax;
- increase council tax up to 3%, or
- increase council tax by more than 3%, which would require a local referendum.

The financial consequences of freezing council tax when compared with a 2.99% increase would be that the Council would need to find additional ongoing savings/increases in income of £357,000 in 2024/25. Given the exceptional level of savings recently built in this is not recommended.

The financial consequence of setting a council tax increase above 3% would be that the Council would have to bear the cost of a local referendum on the increase, which is unlikely to be successful. As a result, an increase up to 3% is the preferred option.

When considering the proposals for fees and charges increases, the Council could decide to make a higher level of savings with lower increases in charges, or a lower level of savings with a corresponding higher increase in charges. Additional savings at this point have a risk to be achieved, therefore this is not recommended.

Alternatively a higher contribution could be taken from reserves, but this is not recommended by the Chief Finance Officer as an acceptable level of reserves are already being used in the current financial year and in 2024/25.

## 12. Implications

- (a) Financial Implications – these are set out in the report.
- (b) Legal Implications – all expenditure and income must be covered by legal powers.
- (c) Staffing/resources – these are set out in the report and schedules. One implication of the expected funding reduction is that there will need to be a managed reduction in posts over time.
- (d) Equalities impact assessment will be attached for the next stage
- (e) Environmental impact assessment will be attached for the next stage

## 13. Conclusions

The Council has a successful track record in achieving a balanced budget whilst maintaining service levels, however in the current unprecedented situation it will be impossible to continue with that approach. Councillors will need to face some very difficult decisions over the next three years in order to have a sustainable financial position.

The Summary Financial Plan at Appendix 1.1 shows a balanced budget through drawing upon reserves for 2024/25, planned savings are still in process of being delivered and prove to be challenging in the current economic climate, whilst continuing to provide . Around £0.7m of as yet unidentified savings are required in 2024/25, which will be very challenging to achieve.

The risks associated with the proposals have been set out in the report for consideration.

If there were to be unforeseen changes during the next financial year, the Council would need to address them through in-year savings to avoid depleting its reserves further.

Finally, a great deal of work has gone into producing the projections and proposals and the authors of the report thank those involved.

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Appendix 1.1 Summary Financial Plan to 2025/26  
Appendix 1.2 Detailed Financial Plan to 2025/26  
Appendix 1.3 Changes to the budget since November 2023  
Appendix 2 Capital programme  
Appendix 3 Fees and Charges  
Appendix 4 Schedule of Reserves and Balances  
Appendix 5 Risk Schedule  
Appendix 6.1 Summary of General Fund budget consultation responses  
Appendix 6.2 Summary of markets consultation responses  
Appendix 6.3 Summary of licensing consultation responses  
Appendix 7 Equality Impact Assessment  
Appendix 8 Climate Change Impact Assessment

**A1.1 Budget Summary**

|                                    | <b>Net Budget<br/>2023/24</b> | <b>Net Budget<br/>2024/25</b> | <b>Net Budget<br/>2025/26</b> |
|------------------------------------|-------------------------------|-------------------------------|-------------------------------|
| Inflation & Growth Provision       | 1,949                         | 3,852                         | 4,702                         |
| Capital Financing & Interest       | 12,462                        | 12,560                        | 12,656                        |
| Capital Charges (contra)           | (5,993)                       | (5,993)                       | (5,993)                       |
| Corporate Management               | 778                           | 248                           | 151                           |
| Corporate Services                 | 4,868                         | 4,850                         | 4,850                         |
| Strategy & Improvement             | 3,981                         | 4,171                         | 4,171                         |
| Place Services                     | (8,527)                       | (10,341)                      | (10,341)                      |
| People Services                    | 11,204                        | 11,471                        | 11,471                        |
| Balance of Savings                 | 0                             | 0                             | (1,234)                       |
| <b>Net Budget</b>                  | <b>20,722</b>                 | <b>20,817</b>                 | <b>20,434</b>                 |
| New Homes Bonus                    | (319)                         | (998)                         | 0                             |
| Revenue Support Grant              | (2,290)                       | (1,398)                       | (1,098)                       |
| NNDR growth contribution           | (1,050)                       | (400)                         | (300)                         |
| NNDR Baseline                      | (4,863)                       | (5,223)                       | (5,723)                       |
| Other funding                      | 0                             | 0                             | 0                             |
| <b>Grant income total</b>          | <b>(8,522)</b>                | <b>(8,018)</b>                | <b>(7,121)</b>                |
| CT Requirement                     | <b>12,200</b>                 | <b>12,799</b>                 | <b>13,313</b>                 |
|                                    |                               |                               |                               |
| Band D Equivalent Properties (ctb) | 52,373                        | 53,348                        | 53,882                        |
| Band D Equivalent Council Tax £    | 232.94                        | 239.91                        | 247.08                        |
|                                    |                               |                               |                               |
| Increase from previous year £      | 6.77                          | 6.97                          | 7.17                          |
| Increase %                         | 2.98%                         | 2.99%                         | 2.99%                         |

| 2023/24 Budget Build                 | Total 2023/24 net Budget | Prev 23/24 adj | Inflation & unavoidable | Growth        | Savings          | Total 2024/25 Budget |                   | Estimate Growth | Estimate Savings | Total 2025/26 Budget |
|--------------------------------------|--------------------------|----------------|-------------------------|---------------|------------------|----------------------|-------------------|-----------------|------------------|----------------------|
|                                      |                          |                |                         |               |                  | 2024/25 Budget       | 2025/26 Budget    |                 |                  |                      |
| Corporate Leadership & Support       | 392,190                  | (100,000)      | 0                       | 0             | 0                | 292,190              | 192,190           |                 | (100,000)        | 192,190              |
| Contingency Provisions               | 1,948,899                | 373,370        | 1,372,877               | 55,000        | 102,000          | 3,852,146            | 4,702,146         | 850,000         |                  | 4,702,146            |
| Contributions to/from Reserves       | (404,670)                | 200,000        | 0                       | 0             | (294,242)        | (498,912)            | (498,912)         |                 |                  | (498,912)            |
| Corporate Costs - General            | (940,903)                | 0              | 0                       | 0             | 0                | (940,903)            | (940,903)         |                 |                  | (940,903)            |
| Interest & Financing Costs           | 6,265,133                | 397,818        | 0                       | 0             | (391,268)        | 6,271,683            | 6,371,683         | 100,000         |                  | 6,371,683            |
| Non Distributed Pension Costs        | 1,792,610                | 0              | 0                       | 0             | (245,000)        | 1,547,610            | 1,547,610         |                 |                  | 1,547,610            |
| Precepts & Levies                    | 142,593                  | 0              | 0                       | 0             | 0                | 142,593              | 142,593           |                 |                  | 142,593              |
| <b>Corporate Management</b>          | <b>9,195,852</b>         | <b>871,188</b> | <b>1,372,877</b>        | <b>55,000</b> | <b>(828,510)</b> | <b>10,666,407</b>    | <b>11,516,407</b> | <b>950,000</b>  | <b>(100,000)</b> | <b>11,516,407</b>    |
| <b>Total Corporate Management</b>    | <b>9,195,852</b>         | <b>871,188</b> | <b>1,372,877</b>        | <b>55,000</b> | <b>(828,510)</b> | <b>10,666,407</b>    | <b>11,516,407</b> | <b>950,000</b>  | <b>(100,000)</b> | <b>11,516,407</b>    |
| Corporate Business Support           | 346,194                  | 0              | 20,000                  | 0             | 0                | 366,194              | 366,194           |                 |                  | 366,194              |
| Case Services (Corporate)            | 218,407                  | 0              | 0                       | 0             | 0                | 218,407              | 218,407           |                 |                  | 218,407              |
| <b>Case Services (Corporate)</b>     | <b>564,601</b>           | <b>0</b>       | <b>20,000</b>           | <b>0</b>      | <b>0</b>         | <b>584,601</b>       | <b>584,601</b>    | <b>0</b>        | <b>0</b>         | <b>584,601</b>       |
| Contracts & Commissioning            | 509,846                  | 0              | 0                       | 0             | 0                | 509,846              | 509,846           |                 |                  | 509,846              |
| <b>Contracts &amp; Commissioning</b> | <b>509,846</b>           | <b>0</b>       | <b>0</b>                | <b>0</b>      | <b>0</b>         | <b>509,846</b>       | <b>509,846</b>    |                 |                  | <b>509,846</b>       |
| Democratic Services - Members        | 306,319                  | 0              | 15,000                  | 0             | (39,000)         | 282,319              | 282,319           |                 |                  | 282,319              |
| Democratic Services - Civic          | 108,329                  | 0              | 0                       | 0             | 0                | 108,329              | 108,329           |                 |                  | 108,329              |
| Democratic Services - Election       | 263,191                  | 0              | 0                       | 0             | 0                | 263,191              | 263,191           |                 |                  | 263,191              |
| Democratic Services Team             | 279,306                  | 0              | 5,000                   | 0             | 0                | 284,306              | 284,306           |                 |                  | 284,306              |
| Information Governance               | 131,228                  | 0              | 0                       | 0             | 0                | 131,228              | 131,228           |                 |                  | 131,228              |
| <b>Corporate Governance</b>          | <b>1,088,373</b>         | <b>0</b>       | <b>20,000</b>           | <b>0</b>      | <b>(39,000)</b>  | <b>1,069,373</b>     | <b>1,069,373</b>  | <b>0</b>        | <b>0</b>         | <b>1,069,373</b>     |
| Financial Services                   | 688,641                  | 0              | 0                       | 0             | 0                | 688,641              | 688,641           |                 |                  | 688,641              |
| Insurance & Risk Management          | 8,711                    | 0              | 0                       | 0             | 0                | 8,711                | 8,711             |                 |                  | 8,711                |
| Internal Audit                       | 66,465                   | 0              | 0                       | 0             | 0                | 66,465               | 66,465            |                 |                  | 66,465               |
| Payroll Services                     | 28,364                   | 0              | 0                       | 0             | 0                | 28,364               | 28,364            |                 |                  | 28,364               |
| Procurement                          | 100,231                  | 0              | 0                       | 0             | 0                | 100,231              | 100,231           |                 |                  | 100,231              |
| <b>Financial Services</b>            | <b>892,412</b>           | <b>0</b>       | <b>0</b>                | <b>0</b>      | <b>0</b>         | <b>892,412</b>       | <b>892,412</b>    | <b>0</b>        | <b>0</b>         | <b>892,412</b>       |
| HR & Training                        | 298,383                  | 0              | 0                       | 0             | 0                | 298,383              | 298,383           |                 |                  | 298,383              |
| <b>HR &amp; Training</b>             | <b>298,383</b>           | <b>0</b>       | <b>0</b>                | <b>0</b>      | <b>0</b>         | <b>298,383</b>       | <b>298,383</b>    | <b>0</b>        | <b>0</b>         | <b>298,383</b>       |



| 2023/24 Budget Build                            |  | Total 2023/24<br>net Budget | Prev 23/24 adj | Inflation &<br>unavoidable | Growth   | Savings         | Total 2024/25<br>Budget | Estimate<br>Growth | Estimate<br>Savings | Total 2025/26<br>Budget |
|---|--|-----------------------------|----------------|----------------------------|----------|-----------------|-------------------------|--------------------|---------------------|-------------------------|
| Legal Team                                      |  | 709,483                     | 0              | 0                          | 0        | 0               | 709,483                 |                    |                     | 709,483                 |
| <b>Legal Team</b>                               |  | <b>709,483</b>              | <b>0</b>       | <b>0</b>                   | <b>0</b> | <b>0</b>        | <b>709,483</b>          |                    |                     | <b>709,483</b>          |
| Revs & Bens - CT                                |  | 332,430                     | 0              | 0                          | 0        | 0               | 332,430                 |                    |                     | 332,430                 |
| Revs & Bens - HB                                |  | 520,878                     | 0              | 0                          | 0        | 15,268          | 536,146                 |                    |                     | 536,146                 |
| Revs & Bens - NNDR                              |  | (48,750)                    | 0              | 0                          | 0        | (34,102)        | (82,852)                |                    |                     | (82,852)                |
| <b>Revenues &amp; Benefits</b>                  |  | <b>804,558</b>              | <b>0</b>       | <b>0</b>                   | <b>0</b> | <b>(18,834)</b> | <b>785,724</b>          | <b>0</b>           | <b>0</b>            | <b>785,724</b>          |
| <b>Total Corporate Services</b>                 |  | <b>4,867,656</b>            | <b>0</b>       | <b>40,000</b>              | <b>0</b> | <b>(57,834)</b> | <b>4,849,822</b>        | <b>0</b>           | <b>0</b>            | <b>4,849,822</b>        |
| ICT & Digital Services                          |  | 2,423,084                   | 0              | 190,000                    | 0        | 0               | 2,613,084               |                    |                     | 2,613,084               |
| Performance & Project Mgt                       |  | 59,661                      | 0              | 0                          | 0        | 0               | 59,661                  |                    |                     | 59,661                  |
| <b>Digital, Data &amp; Improvements</b>         |  | <b>2,482,745</b>            | <b>0</b>       | <b>190,000</b>             | <b>0</b> | <b>0</b>        | <b>2,672,745</b>        | <b>0</b>           | <b>0</b>            | <b>2,672,745</b>        |
| Emergency Planning                              |  | 57,667                      | 0              | 0                          | 0        | 0               | 57,667                  |                    |                     | 57,667                  |
| <b>Emergency Planning</b>                       |  | <b>57,667</b>               | <b>0</b>       | <b>0</b>                   | <b>0</b> | <b>0</b>        | <b>57,667</b>           |                    |                     | <b>57,667</b>           |
| Climate Change & Air Quality<br>Planning Policy |  | 109,984                     | 0              | 0                          | 0        | 0               | 109,984                 |                    |                     | 109,984                 |
| Communication & Consultation                    |  | 489,844                     | 0              | 0                          | 0        | 0               | 489,844                 |                    |                     | 489,844                 |
| EKS Customer Services                           |  | 482,690                     | 0              | 0                          | 0        | 0               | 482,690                 |                    |                     | 482,690                 |
|   |  | 192,578                     | 0              | 0                          | 0        | 0               | 192,578                 |                    |                     | 192,578                 |
| <b>Policy &amp; Communications</b>              |  | <b>1,275,096</b>            | <b>0</b>       | <b>0</b>                   | <b>0</b> | <b>0</b>        | <b>1,275,096</b>        | <b>0</b>           | <b>0</b>            | <b>1,275,096</b>        |
| Strategic Business Planning                     |  | 165,741                     | 0              | 0                          | 0        | 0               | 165,741                 |                    |                     | 165,741                 |
| <b>Strategic Business Planning</b>              |  | <b>165,741</b>              | <b>0</b>       | <b>0</b>                   | <b>0</b> | <b>0</b>        | <b>165,741</b>          |                    |                     | <b>165,741</b>          |
| <b>Total Strategy &amp; Improvement</b>         |  | <b>3,981,249</b>            | <b>0</b>       | <b>190,000</b>             | <b>0</b> | <b>0</b>        | <b>4,171,249</b>        | <b>0</b>           | <b>0</b>            | <b>4,171,249</b>        |
| Commercial & Cultural Dev                       |  | 145,282                     | 0              | 0                          | 0        | 0               | 145,282                 |                    |                     | 145,282                 |
| Concessionary Rents                             |  | 94,487                      | 0              | 0                          | 0        | 0               | 94,487                  |                    |                     | 94,487                  |
| Events  |  | 44,893                      | 0              | 0                          | 0        | (20,000)        | 24,893                  |                    |                     | 24,893                  |
| External Support                                |  | 384,437                     | 0              | 0                          | 0        | 16,000          | 400,437                 |                    |                     | 400,437                 |
| Herne Bay Pier                                  |  | 8,511                       | 0              | 0                          | 0        | 0               | 8,511                   |                    |                     | 8,511                   |
| Kings Hall                                      |  | 108,905                     | 0              | 0                          | 0        | 0               | 108,905                 |                    |                     | 108,905                 |
| Marlowe Theatre                                 |  | 562,416                     | 0              | 0                          | 0        | 0               | 562,416                 |                    |                     | 562,416                 |

|   | 2023/24<br>Total 2023/24<br>net Budget | Prev 23/24 adj   | Inflation &<br>unavoidable | Growth        | Savings          | Total 2024/25<br>Budget | Estimate<br>Growth | Estimate<br>Savings | Total 2025/26<br>Budget |
|---|--|------------------|----------------------------|---------------|------------------|-------------------------|--------------------|---------------------|-------------------------|
| <b>2023/24 Budget Build</b>               |  |                  |                            |               |                  |                         |                    |                     |                         |
| Museums & Galleries                       | 1,106,692                              | 0                | 0                          | 0             | 0                | 1,081,692               |                    |                     | 1,081,692               |
| Parish Activities                         | 179,020                                | 0                | 0                          | 0             | 0                | 179,020                 |                    |                     | 179,020                 |
| Sports                                    | 705,101                                | (156,100)        | 0                          | 0             | 0                | 549,001                 |                    |                     | 549,001                 |
| The Guildhall                             | 38,345                                 | 0                | 0                          | 0             | 0                | 38,345                  |                    |                     | 38,345                  |
| Tower House                               | 40,396                                 | 0                | 0                          | 0             | 0                | 40,396                  |                    |                     | 40,396                  |
| <b>Cultural &amp; Commercial Developm</b> | <b>3,418,485</b>                       | <b>(156,100)</b> | <b>0</b>                   | <b>0</b>      | <b>0</b>         | <b>3,233,385</b>        | <b>0</b>           | <b>0</b>            | <b>3,233,385</b>        |
| Deputy Director Place                     | (4,061)                                | 0                | 0                          | 0             | 0                | (4,061)                 |                    |                     | (4,061)                 |
| <b>Deputy Director Place</b>              | <b>(4,061)</b>                         | <b>0</b>         | <b>0</b>                   | <b>0</b>      | <b>0</b>         | <b>(4,061)</b>          |                    |                     | <b>(4,061)</b>          |
| Beach Huts                                | (465,031)                              | (27,074)         | 0                          | 0             | 0                | (492,105)               |                    |                     | (492,105)               |
| Coast Protection & Cliffs                 | 900,183                                | 60,000           | 0                          | 0             | 0                | 960,183                 |                    |                     | 960,183                 |
| Engineers                                 | 181,443                                | 0                | 0                          | 0             | 0                | 181,443                 |                    |                     | 181,443                 |
| Foreshore & Water Safety                  | 145,413                                | 0                | 0                          | 0             | 0                | 145,413                 |                    |                     | 145,413                 |
| Highways Asset Management                 | 188,533                                | 0                | 0                          | 0             | 0                | 188,533                 |                    |                     | 188,533                 |
| Sewers & Drainage                         | 45,221                                 | 0                | 0                          | 0             | 0                | 45,221                  |                    |                     | 45,221                  |
| Sluice Gates & Met Station                | 10,000                                 | 0                | 0                          | 0             | 0                | 10,000                  |                    |                     | 10,000                  |
| Whitstable Harbour                        | (363,239)                              | 0                | 0                          | 0             | 0                | (363,239)               |                    |                     | (363,239)               |
| WH - South Quay Shed                      | (139,552)                              | 0                | 49,000                     | 0             | 0                | (90,552)                |                    |                     | (90,552)                |
| <b>Engineering Services</b>               | <b>502,971</b>                         | <b>32,926</b>    | <b>49,000</b>              | <b>0</b>      | <b>0</b>         | <b>584,897</b>          | <b>0</b>           | <b>0</b>            | <b>584,897</b>          |
| Building Control - Corporate              | 75,000                                 | 0                | 0                          | 0             | 0                | 75,000                  |                    |                     | 75,000                  |
| Environmental Health                      | 1,020,572                              | 0                | 0                          | 0             | 0                | 1,020,572               |                    |                     | 1,020,572               |
| Land Charges                              | (48,674)                               | 0                | 50,000                     | 0             | 0                | 1,326                   |                    |                     | 1,326                   |
| Licensing                                 | (248,528)                              | 0                | 0                          | 0             | 0                | (248,528)               |                    |                     | (248,528)               |
| Planning & Conservation                   | 251,599                                | 0                | 0                          | 0             | (300,000)        | (48,401)                |                    |                     | (48,401)                |
| <b>Planning &amp; Health</b>              | <b>1,049,969</b>                       | <b>0</b>         | <b>50,000</b>              | <b>0</b>      | <b>(300,000)</b> | <b>799,969</b>          | <b>0</b>           | <b>0</b>            | <b>799,969</b>          |
| Business & Regeneration                   | 306,381                                | 0                | 0                          | 0             | 0                | 306,381                 |                    |                     | 306,381                 |
| Commercial Sites                          | (7,861,992)                            | (871,683)        | 0                          | 0             | 0                | (8,733,675)             |                    |                     | (8,733,675)             |
| Industrial Estates                        | (1,025,148)                            | 0                | 0                          | 0             | 0                | (1,025,148)             |                    |                     | (1,025,148)             |
| Markets & Boot Fairs                      | 7,795                                  | 0                | 0                          | 61,000        | 0                | 68,795                  |                    |                     | 68,795                  |
| Property Team                             | 198,969                                | 0                | 60,000                     | 0             | 0                | 258,969                 |                    |                     | 258,969                 |
| <b>Property &amp; Regeneration</b>        | <b>(8,373,995)</b>                     | <b>(871,683)</b> | <b>60,000</b>              | <b>61,000</b> | <b>0</b>         | <b>(9,124,678)</b>      | <b>0</b>           | <b>0</b>            | <b>(9,124,678)</b>      |

| 2023/24 Budget Build                 | 2023/24            |                  | Prev 23/24 adj |                | Inflation & unavavoidable |                | Growth         |                    | Savings  |          | Total 2024/25       |          | Estimate |                     | Total 2025/26 |  |
|--------------------------------------|--------------------|------------------|----------------|----------------|---------------------------|----------------|----------------|--------------------|----------|----------|---------------------|----------|----------|---------------------|---------------|--|
|                                      | net Budget         |                  |                |                |                           |                |                |                    |          |          | Budget              | Growth   | Savings  | Budget              |               |  |
| Environment                          | 169,315            | 0                | 0              | 0              | 0                         | 0              | 0              | 0                  | 0        | 0        | 169,315             | 0        | 0        | 169,315             | 0             |  |
| Parking Services - Off Street        | (5,870,645)        | 0                | 20,657         | 99,000         | (1,062,000)               |                |                |                    |          |          | (6,812,988)         |          |          | (6,812,988)         |               |  |
| Parking Services - On Street         | (498,565)          | 0                | 0              | 0              | 0                         |                |                |                    |          |          | (498,565)           |          |          | (498,565)           |               |  |
| Parking Services - Park & Ride       | 709,420            | 0                | 0              | 232,000        | 0                         |                |                |                    |          |          | 941,420             |          |          | 941,420             |               |  |
| Transport                            | 370,533            | 0                | 0              | 0              | 0                         |                |                |                    |          |          | 370,533             |          |          | 370,533             |               |  |
| <b>Transport &amp; Environment</b>   | <b>(5,119,942)</b> | <b>0</b>         | <b>20,657</b>  | <b>331,000</b> | <b>(1,062,000)</b>        | <b>20,657</b>  | <b>331,000</b> | <b>(1,062,000)</b> | <b>0</b> | <b>0</b> | <b>(5,830,285)</b>  | <b>0</b> | <b>0</b> | <b>(5,830,285)</b>  | <b>0</b>      |  |
| <b>Total Place Services</b>          | <b>(8,526,573)</b> | <b>(994,857)</b> | <b>179,657</b> | <b>392,000</b> | <b>(1,391,000)</b>        | <b>179,657</b> | <b>392,000</b> | <b>(1,391,000)</b> | <b>0</b> | <b>0</b> | <b>(10,340,773)</b> | <b>0</b> | <b>0</b> | <b>(10,340,773)</b> | <b>0</b>      |  |
| Administrative Offices               | 486,525            | (100,000)        | 160,000        | 0              | 0                         |                |                |                    |          |          | 546,525             |          |          | 546,525             |               |  |
| Building Maintenance Team            | 218,143            | 0                | 0              | 0              | 0                         |                |                |                    |          |          | 218,143             |          |          | 218,143             |               |  |
| Buildings                            | 158,601            | 0                | 0              | 0              | 0                         |                |                |                    |          |          | 158,601             |          |          | 158,601             |               |  |
| Facilities Support/Caretakers        | 133,453            | 0                | 0              | 0              | 0                         |                |                |                    |          |          | 133,453             |          |          | 133,453             |               |  |
| Heritage Buildings                   | 43,292             | 0                | 0              | 0              | 0                         |                |                |                    |          |          | 43,292              |          |          | 43,292              |               |  |
| Cemeteries                           | 168,135            | 0                | 0              | 0              | 0                         |                |                |                    |          |          | 168,135             |          |          | 168,135             |               |  |
| <b>Asset &amp; Estate Management</b> | <b>1,208,149</b>   | <b>(100,000)</b> | <b>160,000</b> | <b>0</b>       | <b>0</b>                  | <b>160,000</b> | <b>0</b>       | <b>0</b>           | <b>0</b> | <b>0</b> | <b>1,268,149</b>    | <b>0</b> | <b>0</b> | <b>1,268,149</b>    | <b>0</b>      |  |
| CCTV and City Centre Security        | 853,787            | 0                | 0              | 0              | 0                         |                |                |                    |          |          | 853,787             |          |          | 853,787             |               |  |
| Enforcement                          | 137,445            | 0                | 0              | 0              | 0                         |                |                |                    |          |          | 137,445             |          |          | 137,445             |               |  |
| Lifeline Service                     | (386,618)          | 0                | 0              | 0              | 0                         |                |                |                    |          |          | (386,618)           |          |          | (386,618)           |               |  |
| Parking Enforcement                  | 464,512            | 0                | 0              | 0              | 0                         |                |                |                    |          |          | 464,512             |          |          | 464,512             |               |  |
| Community Safety                     | 88,709             | 0                | 0              | 0              | 0                         |                |                |                    |          |          | 88,709              |          |          | 88,709              |               |  |
| Locality Services                    | 84,257             | 0                | 0              | 0              | 0                         |                |                |                    |          |          | 84,257              |          |          | 84,257              |               |  |
| <b>Community Safety</b>              | <b>1,242,092</b>   | <b>0</b>         | <b>0</b>       | <b>0</b>       | <b>0</b>                  | <b>0</b>       | <b>0</b>       | <b>0</b>           | <b>0</b> | <b>0</b> | <b>1,242,092</b>    | <b>0</b> | <b>0</b> | <b>1,242,092</b>    | <b>0</b>      |  |
| Allotments                           | 1,750              | 0                | 0              | 0              | 0                         |                |                |                    |          |          | 1,750               |          |          | 1,750               |               |  |
| Churchyards                          | 21,155             | 0                | 0              | 0              | 0                         |                |                |                    |          |          | 21,155              |          |          | 21,155              |               |  |
| Central Bandstand                    | 83,502             | 0                | 0              | 0              | 0                         |                |                |                    |          |          | 83,502              |          |          | 83,502              |               |  |
| Outdoor Sports Pitches               | 144,248            | 0                | 0              | 0              | 0                         |                |                |                    |          |          | 144,248             |          |          | 144,248             |               |  |
| Parks & Open Spaces                  | 1,089,042          | 0                | 0              | 0              | 0                         |                |                |                    |          |          | 1,089,042           |          |          | 1,089,042           |               |  |
| Public Conveniences                  | 390,753            | 0                | 0              | 0              | 0                         |                |                |                    |          |          | 390,753             |          |          | 390,753             |               |  |
| Refuse Collection                    | 2,912,502          | 0                | 328,000        | 0              | (121,000)                 |                |                |                    |          |          | 3,119,502           |          |          | 3,119,502           |               |  |
| Street Cleansing                     | 2,427,056          | 0                | 0              | 0              | 0                         |                |                |                    |          |          | 2,427,056           |          |          | 2,427,056           |               |  |
| <b>Contracts</b>                     | <b>7,070,008</b>   | <b>0</b>         | <b>328,000</b> | <b>0</b>       | <b>(121,000)</b>          | <b>328,000</b> | <b>0</b>       | <b>(121,000)</b>   | <b>0</b> | <b>0</b> | <b>7,277,008</b>    | <b>0</b> | <b>0</b> | <b>7,277,008</b>    | <b>0</b>      |  |

| 2023/24 Budget Build                    | Total 2023/24 net Budget | Prev 23/24 adj   | Inflation & unavoidable | Growth         | Savings            | Total 2024/25 Budget | Estimate Growth  | Estimate Savings   | Total 2025/26 Budget |
|---|--------------------------|------------------|-------------------------|----------------|--------------------|----------------------|------------------|--------------------|----------------------|
| Deputy Director People                  | 127,790                  | 0                | 0                       | 0              | 0                  | 127,790              |                  |                    | 127,790              |
| <b>Deputy Director People</b>           | <b>127,790</b>           | <b>0</b>         | <b>0</b>                | <b>0</b>       | <b>0</b>           | <b>127,790</b>       |                  |                    | <b>127,790</b>       |
| Community Support                       | 189,767                  | 0                | 0                       | 0              | 0                  | 189,767              |                  |                    | 189,767              |
| Homelessness                            | 787,095                  | 0                | 0                       | 0              | 0                  | 787,095              |                  |                    | 787,095              |
| Private Sector Housing Renewal          | 33,828                   | 0                | 0                       | 0              | 0                  | 33,828               |                  |                    | 33,828               |
| Street Name & Numbering                 | (39,750)                 | 0                | 0                       | 0              | 0                  | (39,750)             |                  |                    | (39,750)             |
| <b>Housing &amp; Community Services</b> | <b>970,940</b>           | <b>0</b>         | <b>0</b>                | <b>0</b>       | <b>0</b>           | <b>970,940</b>       | <b>0</b>         | <b>0</b>           | <b>970,940</b>       |
| <b>Total People Services</b>            | <b>10,618,979</b>        | <b>(100,000)</b> | <b>488,000</b>          | <b>0</b>       | <b>(121,000)</b>   | <b>10,885,979</b>    | <b>0</b>         | <b>0</b>           | <b>10,885,979</b>    |
| Case Services (P&P)                     | 584,550                  | 0                | 0                       | 0              | 0                  | 584,550              |                  |                    | 584,550              |
| <b>Case Services (P&amp;P)</b>          | <b>584,550</b>           | <b>0</b>         | <b>0</b>                | <b>0</b>       | <b>0</b>           | <b>584,550</b>       |                  |                    | <b>584,550</b>       |
| <b>Total Case Services (P&amp;P)</b>    | <b>584,550</b>           | <b>0</b>         | <b>0</b>                | <b>0</b>       | <b>0</b>           | <b>584,550</b>       |                  |                    | <b>584,550</b>       |
| NDR Baseline Funding                    | (4,862,759)              | (360,000)        | 0                       | 0              | 0                  | (5,222,759)          |                  | (500,000)          | (5,722,759)          |
| NDR Business Rates                      | (1,050,000)              | 850,000          | 0                       | 0              | (200,000)          | (400,000)            | 100,000          |                    | (300,000)            |
| New Homes Bonus                         | (318,749)                | 0                | 0                       | 0              | (679,201)          | (997,950)            | 997,950          |                    | 0                    |
| Revenue Support Grant                   | (2,290,495)              | 224,355          | 0                       | 0              | 668,398            | (1,397,742)          | 300,000          |                    | (1,097,742)          |
| <b>Grant Funding</b>                    | <b>(8,522,003)</b>       | <b>714,355</b>   | <b>0</b>                | <b>0</b>       | <b>(210,803)</b>   | <b>(8,018,451)</b>   | <b>1,397,950</b> | <b>(500,000)</b>   | <b>(7,120,501)</b>   |
| <b>Total Grant Funding</b>              | <b>(8,522,003)</b>       | <b>714,355</b>   | <b>0</b>                | <b>0</b>       | <b>(210,803)</b>   | <b>(8,018,451)</b>   | <b>1,397,950</b> | <b>(500,000)</b>   | <b>(7,120,501)</b>   |
| Balance of savings to find              | 0                        |                  |                         |                |                    | 0                    |                  | (1,233,630)        | (1,233,630)          |
| <b>Grand Total</b>                      | <b>12,199,710</b>        | <b>490,686</b>   | <b>2,270,534</b>        | <b>447,000</b> | <b>(2,609,147)</b> | <b>12,798,783</b>    | <b>2,347,950</b> | <b>(1,833,630)</b> | <b>13,313,103</b>    |

|  | <b>November position</b> | <b>January updated</b> | <b>variance</b>  |
|--|--------------------------|------------------------|------------------|
| Council tax net change                 | (12,690,396)             | (12,798,783)           | (108,387)        |
| NDR Baseline Funding                   | (5,222,759)              | (5,222,759)            | 0                |
| NDR Business Rates                     | (400,000)                | (400,000)              | 0                |
| New Homes Bonus                        | (318,749)                | (997,950)              | (679,201)        |
| Revenue Support Grant                  | (2,066,140)              | (1,397,742)            | 668,398          |
| Housing Benefit grant                  | (364,887)                | (349,619)              | 15,268           |
| Cost of collection grant               | (218,800)                | (252,902)              | (34,102)         |
| Additional transfer from reserve       | (406,576)                | (478,333)              | (71,757)         |
| Other grants adj                       |                          |                        | (15,268)         |
| Changes to parking OSPPO               |                          |                        | 40,000           |
| Changes to parking operational budgets |                          |                        | (40,000)         |
| movement of balance of savings         |                          |                        | <u>(225,049)</u> |

| Description   | Expenditure 23/24 | Income / Funding 23/24 | Net cost to CCC 23/24 | Expenditure 24/25 | Income / Funding 24/25 | Net cost to CCC 24/25 | Expenditure 25/26 | Income / Funding 25/26 | Net cost to CCC 25/26 |
|---|-------------------|------------------------|-----------------------|-------------------|------------------------|-----------------------|-------------------|------------------------|-----------------------|
| Leisure Centres - Major Repairs                               | 1,317,000         | 0                      | 1,317,000             | 0                 | 0                      | 0                     | 0                 | 0                      | 0                     |
| Leisure Centre Refurbishments                                 | 8,482,443         | 0                      | 8,482,443             | 1,359,608         | 0                      | 1,359,608             | 0                 | 0                      | 0                     |
| Kingsmead Field Housing Development                           | 58,777            | 0                      | 58,777                | 0                 | 0                      | 0                     | 0                 | 0                      | 0                     |
| Beach Street  | 0                 | 0                      | 0                     | 50,000            | 0                      | 50,000                | 0                 | 0                      | 0                     |
| Canterbury Riverside  | 1,305,020         | 0                      | 1,305,020             | 650,000           | 400,000                | 1,050,000             | 0                 | 0                      | 0                     |
| Car park maintenance  | 0                 | 0                      | 40,000                | 400,000           | 0                      | 400,000               | 250,000           | 0                      | 250,000               |
| Replacement Car park  | 0                 | 0                      | 0                     | 0                 | 0                      | 0                     | 80,000            | 0                      | 80,000                |
| Coach park works  | 0                 | 0                      | 0                     | 15,000            | 0                      | 15,000                | 0                 | 0                      | 0                     |
| Play Area Improvements  | 122,000           | (122,000)              | 0                     | 150,000           | 0                      | 150,000               | 120,000           | 0                      | 120,000               |
| Vauxhall Estate Access repairs                                | 0                 | 0                      | 0                     | 200,000           | 0                      | 200,000               | 0                 | 0                      | 0                     |
| EV charging points  | 115,341           | 0                      | 115,341               | 0                 | 0                      | 0                     | 0                 | 0                      | 0                     |
| Pier Plaza - Power & bollards                                 | 0                 | 0                      | 0                     | 25,000            | 0                      | 25,000                | 0                 | 0                      | 0                     |
| Building New Beach Huts                                       | 0                 | 0                      | 0                     | 72,000            | 0                      | 72,000                | 79,200            | 0                      | 79,200                |
| Coast Protection works  | 469,000           | (429,000)              | 0                     | 419,000           | (419,000)              | 0                     | 0                 | 0                      | 0                     |
| Coast Protection works  | 222,000           | (197,000)              | 0                     | 0                 | 0                      | 0                     | 0                 | 0                      | 0                     |
| Harbour projects / quay maintenance                           | 155,000           | (650,000)              | 155,000               | 60,000            | 0                      | 60,000                | 0                 | 0                      | 0                     |
| Harbour works - Quay replacement                              | 650,000           | 0                      | 0                     | 300,000           | 0                      | 300,000               | 0                 | 0                      | 0                     |
| Herne Bay Pier Structure                                      | 0                 | 0                      | 55,700                | 0                 | 0                      | 0                     | 0                 | 0                      | 0                     |
| Street Lighting Improvements                                  | 55,700            | 0                      | 55,700                | 139,000           | 0                      | 139,000               | 0                 | 0                      | 0                     |
| Westgate Towers   | 0                 | 0                      | 0                     | 17,720,468        | (17,720,468)           | 0                     | 1,962,233         | (1,962,233)            | 0                     |
| LUF scheme  | 2,006,116         | (2,006,116)            | 0                     | 0                 | 0                      | 0                     | 0                 | 0                      | 0                     |
| Canterbury Castle   | 650,000           | 0                      | 650,000               | 0                 | 0                      | 0                     | 0                 | 0                      | 0                     |
| Electricity Supply to Dane John                               | 198,650           | 0                      | 198,650               | 0                 | 0                      | 0                     | 0                 | 0                      | 0                     |
| St Georges Street Public Realm                                | 393,467           | 0                      | 393,467               | 0                 | 0                      | 0                     | 0                 | 0                      | 0                     |
| District Signage  | 0                 | 0                      | 0                     | 40,000            | 0                      | 40,000                | 0                 | 0                      | 0                     |
| Marlowe   | 1,209,000         | 0                      | 1,209,000             | 263,000           | 0                      | 263,000               | 0                 | 0                      | 0                     |
| IT basic infrastructure                                       | 773,037           | 0                      | 773,037               | 555,000           | 0                      | 555,000               | 200,000           | 0                      | 200,000               |
| Building Impr Requirements, footbridges and allotments & RAAC | 634,500           | 0                      | 634,500               | 937,605           | 0                      | 937,605               | 1,300,000         | 0                      | 1,300,000             |
| Control Room Relo LL  | 75,074            | 0                      | 75,074                | 0                 | 0                      | 0                     | 0                 | 0                      | 0                     |
| Rose Lane Relo LL   | 572,140           | 0                      | 572,140               | 476,542           | 0                      | 476,542               | 0                 | 0                      | 0                     |
| Rose Lane Relo Tenant   | 760,000           | 0                      | 760,000               | 0                 | 0                      | 0                     | 0                 | 0                      | 0                     |
| St Georges Lane Relo LL                                       | 1,307,669         | 0                      | 1,307,669             | 1,089,172         | 0                      | 1,089,172             | 0                 | 0                      | 0                     |
| Control Room Relo Tenant                                      | 160,000           | 0                      | 160,000               | 0                 | 0                      | 0                     | 0                 | 0                      | 0                     |
| St Georges Lane Relo Tenant                                   | 2,950,000         | 0                      | 2,950,000             | 0                 | 0                      | 0                     | 0                 | 0                      | 0                     |
| Printers contract - office equip                              | 45,000            | (15,000)               | 30,000                | 0                 | 0                      | 0                     | 0                 | 0                      | 0                     |
| Public Conveniences Refurbishment                             | 10,000            | 0                      | 10,000                | 10,000            | 0                      | 10,000                | 390,797           | 0                      | 390,797               |
| Parish Council Capital Grants                                 | 29,729            | 0                      | 29,729                | 20,000            | 0                      | 20,000                | 0                 | 0                      | 0                     |

| Description   | Expenditure 23/24 | Income / Funding 23/24 | Net cost to CCC 23/24 | Expenditure 24/25 | Income / Funding 24/25 | Net cost to CCC 24/25 | Expenditure 25/26 | Income / Funding 25/26 | Net cost to CCC 25/26 |
|---|-------------------|------------------------|-----------------------|-------------------|------------------------|-----------------------|-------------------|------------------------|-----------------------|
| Museum projects - allocated                           | 11,357            |                        | 11,357                | 0                 | 0                      | 0                     | 0                 | 0                      | 0                     |
| CEC Grounds vehicles replacement                      | 1,472,000         |                        | 1,472,000             | 0                 | 0                      | 0                     | 0                 | 0                      | 0                     |
| CEC Plant & Equipment                                 | 85,000            |                        | 85,000                | 0                 | 0                      | 0                     | 0                 | 0                      | 0                     |
| CEC - IT modules                                      | 140,000           |                        | 140,000               | 0                 | 0                      | 0                     | 0                 | 0                      | 0                     |
| Litter Bins   | 20,427            |                        | 20,427                | 0                 | 0                      | 0                     | 0                 | 0                      | 0                     |
| Disabled Facilities Grant                             | 900,000           | (900,000)              | 0                     | 0                 | 0                      | 0                     | 0                 | 0                      | 0                     |
| Temporary Accommodation / Rough Sleeper Accommodation | 655,706           |                        | 655,706               | 0                 | 0                      | 0                     | 0                 | 0                      | 0                     |
| Air Quality monitoring equipment                      | 19,000            |                        | 19,000                | 0                 | 0                      | 0                     | 0                 | 0                      | 0                     |
| Lifeline Equipment                                    | 10,001            | 0                      | 10,001                | 50,000            | 0                      | 50,000                | 0                 | 0                      | 0                     |
| District Wide Conservation projects                   | 46,718            | (20,000)               | 26,718                | 0                 | 0                      | 0                     | 0                 | 0                      | 0                     |
| Inflation contingency                                 | 562,300           |                        | 562,300               | 950,286           | 0                      | 950,286               | 0                 | 0                      | 0                     |
| New Schemes   | 300,000           |                        | 300,000               | 300,000           | 0                      | 300,000               | 300,000           | 0                      | 300,000               |
| <b>Grand Total</b>                                    | <b>28,949,172</b> | <b>(4,339,116)</b>     | <b>24,585,056</b>     | <b>26,251,681</b> | <b>(17,739,468)</b>    | <b>8,512,213</b>      | <b>4,682,230</b>  | <b>(1,962,233)</b>     | <b>2,719,997</b>      |

| <b>Division</b>         | <b>Service</b>  | <b>Page</b> |
|-------------------------|---|-------------|
| Corporate Services      | <a href="#">Finance &amp; Legal</a>                           | 2           |
| Place Services          | <a href="#">Land Charges</a>                                  | 3           |
| Place Services          | <a href="#">Development Management (planning fees)</a>        | 4           |
| Place Services          | <a href="#">Museums &amp; Galleries</a>                       | 5-7         |
| Place Services          | <a href="#">Events</a>  | 8-9         |
| Place Services          | <a href="#">Licensing</a>                                     | 10-19       |
| Corporate Services      | <a href="#">Outdoor Leisure</a>                               | 20-21       |
| Place Services          | <a href="#">Taxi</a>  | 22-23       |
| Place Services          | <a href="#">Halls</a>   | 24-27       |
| Place Services          | <a href="#">Foreshore &amp; Beach Huts</a>                    | 28-29       |
| Place Services          | <a href="#">Whitstable Harbour</a>                            | 30-32       |
| Place Services          | <a href="#">Transport</a>                                     | 32          |
| Place Services          | <a href="#">Licensing Environmental Health(AnimalWelfare)</a> | 33-35       |
| Place Services          | <a href="#">Property Services</a>                             | 36          |
| People & Place Services | <a href="#">Markets &amp; Lifeline</a>                        | 37          |
| Corporate Services      | <a href="#">Waste Services</a>                                | 38-40       |
| People Services         | <a href="#">Cemeteries</a>                                    | 41-46       |
| People Services         | <a href="#">Houses of Multiple Occupation</a>                 | 47-48       |
| People Services         | <a href="#">Street Naming &amp; Numbering</a>                 | 49          |
| People Services         | <a href="#">Food Hygiene Training</a>                         | 50          |
| People Services         | <a href="#">Contaminated Land Searches</a>                    | 51          |
| People Services         | <a href="#">Food Businesses</a>                               | 52          |
| People Services         | <a href="#">Housing</a>                                       | 53-54       |

The fees and charges details on the following pages are colour coded to indicate the level of control that the council has when setting the fees charged. The key to the coding is as follows:

**Red shading indicates fees that are set by central government**

**Amber shading indicates fees that we can set to recover our costs only**

**Green shading indicates fees that we can set to the market rate**



| Finance   | Charge wef<br>01/04/2023 | Proposed<br>Charge wef<br>01/04/2024 | Increase | Vatable<br>Yes/No | VAT<br>included | Fee setting structure (please<br>see key on contents page) |
|---|--------------------------|--------------------------------------|----------|-------------------|-----------------|--|
|   | £                        | £                                    |          |                   | Yes/No          |  |
| <b>Costs for Local Authorities Summons and Liability charges</b>  |                          |                                      |          |                   |                 |  |
| Council tax summons   | 60.00                    | 79.00                                | 32%      | No                |                 |  |
| Council tax liability   | 50.00                    | 60.00                                | 20%      | No                |                 |  |
| NDR Summons   | 60.00                    | 79.00                                | 32%      | No                |                 |  |
| NDR Liability   | 50.00                    | 60.00                                | 20%      | No                |                 |  |
| <b>Public Health Burials</b>  |                          |                                      |          |                   |                 |  |
| Administration Fee  | 320.30                   | 350.00                               | 9%       | No                |                 |  |
| Legal charge out rates apply to work done for external clients or relate to costs schedules and are based on salary costs, pension contributions and other on costs based on work done using the IKEN case management system when possible. |                          |                                      |          |                   |                 |  |
| <b>Legal Services</b>   |                          |                                      |          |                   |                 |  |
| Regulatory and Litigation (p/hr)  | 154.00                   | 170.00                               | 10%      | Yes               | No              |  |
| Advice on Property Law Advice (p/hr)  | 154.00                   | 170.00                               | 10%      | Yes               | No              |  |

| Local Land Charges                            | Charge wef<br>01/04/2023<br>£ | Proposed<br>Charge wef<br>01/04/2024<br>£ | Increase | Vatable<br>Yes/No | VAT<br>included | Fee setting structure (please<br>see key on contents page) |
|---|-------------------------------|---|----------|-------------------|-----------------|--|
|   |                               |   |          |                   | Yes/No          |  |
| Full Standard Search                          | 148.53                        | 158.92                                    | 7%       | Partial           | No              |  |
| Full Standard Search via NLIS                 | 148.53                        | 158.92                                    | 7%       | Partial           | No              |  |
| LLC1  | 31.83                         | 34.05                                     | 7%       | No                | No              |  |
| LLC1 via NLIS                                 | 31.83                         | 34.05                                     | 7%       | No                | No              |  |
| CON29R  | 116.70                        | 124.87                                    | 7%       | Yes               | No              |  |
| CON29R via NLIS                               | 116.70                        | 124.87                                    | 7%       | Yes               | No              |  |
| CON29 Optional Questions (except question 22) | 10.61                         | 11.35                                     | 7%       | Yes               | No              |  |
| CON29 Optional Question 22                    | 15.91                         | 17.03                                     | 7%       |                   |                 |  |
| Additional Questions                          | 15.91                         | 17.03                                     | 7%       | Yes               | No              |  |
| Individual CON29R questions                   | 1.06                          | 1.14                                      | 7%       | Yes               | No              |  |
| Individual CON29R questions                   | 1.59                          | 1.70                                      | 7%       | Yes               | No              |  |
| Individual CON29R questions                   | 2.12                          | 2.27                                      | 7%       | Yes               | No              |  |

| Development Management  | Charge wef<br>01/04/2023 | Proposed<br>Charge wef<br>01/04/2024 | Increase | Vatable<br>Yes/No | VAT<br>included | Fee setting structure (please<br>see key on contents page) |
|---|--------------------------|--------------------------------------|----------|-------------------|-----------------|--|
|   | £                        | £                                    |          |                   | Yes/No          |  |
| Householder development - fee for meeting, site visit where required and written advice   | 467.00                   | 500                                  | 7%       |                   | Yes             |  |
| Minor development - (1-9 houses) fee for meeting, site visit where required and written advice  | 1,167.00                 | 1,250                                | 7%       |                   | Yes             |  |
| Major development - (10-49 houses) fee for meeting, site visit where required and written advice  | 4,090.00                 | 4,375                                | 7%       |                   | Yes             |  |
| Larger major development (eg 50 or more dwellings or 1,000sqm and 4,999sqm commercial floorspace)   | 5,835.00                 | 6,245                                | 7%       |                   | Yes             |  |
| Works to Listed Buildings (site visit and written advice)   | 467.00                   | 500                                  | 7%       |                   |                 |  |
| High hedges complaints  | 500.00                   | 500                                  | 0%       |                   | Yes             |  |
| <b>Section 106 monitoring and reporting fee</b>   |                          |                                      |          |                   |                 |  |
| 1-10 dwellings (price per dwelling)   | 113.00                   | 121                                  | 7%       |                   | Yes             |  |
| 11-99 dwellings   | 5,665.00                 | 6,062                                | 7%       |                   | Yes             |  |
| 100 dwelling or more  | 11,330.00                | 12,125                               | 7%       |                   | Yes             |  |
| Statutory Planning fees   |                          |                                      |          |                   |                 |  |
| <a href="http://www.planningportal.gov.uk/uploads/english_application_fees.pdf">http://www.planningportal.gov.uk/uploads/english_application_fees.pdf</a> |                          |                                      |          |                   |                 |  |

| Museums and Galleries  | Charge wef<br>01/04/2023<br>£                                     | Proposed<br>Charge wef<br>01/04/2024<br>£ | Increase | Vatable<br>Yes/No | VAT<br>included<br>Yes/No | Fee setting structure<br>(please see key on<br>contents page) |
|--|---|---|----------|-------------------|---------------------------|---|
| <b>Museums</b>   |   |   |          |                   |                           |   |
| Adults (roman Admission)   | 10.50   | 11.00                                     | 5%       |                   |                           |   |
| Schools (Canterbury District)<br>Subject to minimum booking fee  | 4.00  | 4.00                                      | 0%       | No                |                           |   |
| Schools (Non Canterbury District) subject to minimum booking fee                                       | 4.50  | 5.00                                      | 11%      | No                |                           |   |
| Concessions  | 8.00  | 9.00                                      | 13%      |                   | Yes                       |   |
| Child  | 5.35  | 5.50                                      | 3%       |                   |                           |   |
| <b>Beaney: House of Art and Knowledge</b>  |   |   |          |                   |                           |   |
| All visitors   | 0.00  | 0.00                                      | 0%       |                   |                           |   |
| Assess each exhibition to determine pricing model - ticketed or<br>Pay What You Can (voluntary giving) | Up to £20   | Up to £20                                 |          |                   |                           |   |
| Half day artist led workshops (per group) up to  | 320.00  | 320.00                                    | 0%       |                   |                           |   |
| Full day artist led workshops (per group) up to  | 640.00  | 640.00                                    | 0%       |                   |                           |   |
| Learning Lab school & concessions hire (day rate)  | 135.00  | 150.00                                    | 11%      | No                |                           |   |
| Learning Lab school & concessions hire (half day rate)   | 95.00   | 100.00                                    | 5%       |                   |                           |   |
| Learning Lab Commercial Hire - per half day (benchmarked)  | 150.00  | 155.00                                    | 3%       |                   |                           |   |
| Learning Lab Commercial Hire - per day (benchmarked)   | 220.00  | 230.00                                    | 5%       |                   |                           |   |
| Full museum evening hire - 17:00 - 23:59   | To be negotiated on case by<br>case basis- minimum charge<br>£500 |   |          |                   |                           |   |
| Explorer Gallery 5 hours hire  | Up to 1,000   | TBA                                       |          |                   |                           |   |
| Front Room Gallery Hire (standard 8 week hire)   | 1,350.00  | 1,400.00                                  | 4%       |                   |                           |   |
| Additional weeks   | 200.00  | 220.00                                    | 10%      |                   |                           |   |

| Museums and Galleries   | Charge wef 01/04/2023   | Proposed Charge wef 01/04/2024                               | Increase | Vatable Yes/No | VAT included Yes/No | Fee setting structure (please see key on contents page) |
|---|---|--|----------|----------------|---------------------|---|
| Special Exhibitions Gallery Hire  | £   | £  |          |                |                     |   |
|   |   | To be negotiated on case by case basis up to £1,000 per week |          |                |                     |   |
| <b>Other charges</b>  |   |  |          |                |                     |   |
| In School outreach sessions half day (plus VAT and petrol)  | 230.00  | 240.00   | 4%       |                |                     |   |
| Public Tours & Workshops  | up to £8  | £5-£15   |          |                |                     |   |
| Specialist out of hours workshop  | Minimum booking fee (up to 15 participants) £200+ workshops costs |  |          |                |                     |   |
| Explorers University Hire (hourly)  |   | £40  |          |                |                     |   |
| Explorers Self led handling session (25 students)   |   | £40  |          |                |                     |   |
| <b>Reproduction charges for books and magazines</b>   |   |  |          |                |                     |   |
| Full rate   | 94.00   | 100.00   | 6%       |                |                     |   |
| Education rates   | 47.50   | 50.00  | 5%       |                |                     |   |
| Local History rates   | 23.75   | 25.00  | 5%       |                |                     |   |
| Academic publications   | 47.50   | 50.00  | 5%       |                |                     |   |
| Plus VAT as applicable  |   |  |          |                |                     |   |
| NB Special higher prices may be negotiated for certain types including calendars and promotions   |   |  |          |                |                     |   |
| Loan requests – Where an item needs to be photographed or conserved or have special crating or transport, cost recovery is required.  | To be negotiated on case by case basis                            |  |          | Yes            |                     |   |
| Charges for filming in the museums or for using museum objects in filming   | To be negotiated on case by case basis                            |  |          | Yes            |                     |   |
| Where the filming is not part of a specific promotion of the district museums, cost recovery for staff involved will be applied plus a facility and/or reproduction fee to be negotiated by the Museums & Cultural Programme Director on a case by case basis | To be negotiated on case by case basis                            |  |          | Yes            |                     |   |

| Museums and Galleries   | Charge wef<br>01/04/2023 | Proposed<br>Charge wef<br>01/04/2024 | Increase | Vatable<br>Yes/No | VAT<br>included<br>Yes/No | Fee setting structure<br>(please see key on<br>contents page) |
|---|--------------------------|--------------------------------------|----------|-------------------|---------------------------|---|
| Collections enquiries/research (first hour free) per hour up to | £<br>up to £40 per hr    | £<br>up to £45 per hr                |          |                   |                           |   |

| Event Fees  | Charge wef<br>01/04/2023<br>£ | Proposed<br>Charge wef<br>01/04/2024<br>£ | Increase | Vatable<br>Yes/No | VAT<br>included | Fee setting structure (please<br>see key on contents page) |
|---|-------------------------------|---|----------|-------------------|-----------------|--|
| <b>Events Team administration fees (for all events on CCC land and those dealt with by the Canterbury District Safety Advisory Group)</b> |                               |   |          |                   |                 |  |
| <b>Community/Not for profit events</b>  |                               |   |          |                   |                 |  |
| Small event registration fee (0 - 499 people at any one time)   | 23.00                         | 25.00                                     | 9%       | Yes               | Yes             |  |
| Medium event administration fee (500 -1,999 people at any one time)   | 175.00                        | 185.00                                    | 6%       | Yes               | Yes             |  |
| Large event administration fee (2,000 -4,999 people at any one time)  | 292.00                        | 310.00                                    | 6%       | Yes               | Yes             |  |
| Major event administration fee (more than 5,000 people at any one time)   | 583.00                        | 625.00                                    | 7%       | Yes               | Yes             |  |
| <b>Commercial events</b>  |                               |   |          |                   |                 |  |
| Small event registration fee (0 - 499 people at any one time)   | 29.00                         | 50.00                                     | 72%      | Yes               | Yes             |  |
| Medium event administration fee (500 -1,999 people at any one time)   | 351.00                        | 400.00                                    | 14%      | Yes               | Yes             |  |
| Large event administration fee (2,000 -4,999 people at any one time)  | 699.00                        | 750.00                                    | 7%       | Yes               | Yes             |  |
| Major event administration fee (more than 5,000 people at any one time)   | 1,403.00                      | 1,500.00                                  | 7%       | Yes               | Yes             |  |
| <b>Additional fees (for all events on CCC land and those dealt with by the Canterbury District Safety Advisory Group)</b>                 |                               |   |          |                   |                 |  |
| Town Police Clauses Act (1847) Road Closure Order required (fee per order)  | 35.00                         | 40.00                                     | 14%      | Yes               | yes             |  |
| <b>Events site fees (for CCC land)</b>  |                               |   |          |                   |                 |  |
| Commercial event site fee   | 702.00                        | 750.00                                    | 7%       | No                |                 |  |
| Commercial event non-operating day (up to)  | 702.00                        | 750.00                                    | 7%       | No                |                 |  |
| Commercial event deposit (up to)  | 2000.00                       | 2000.00                                   | 0%       | No                |                 |  |
| Charity event site fee  | 117.00                        | 125.00                                    | 7%       | No                |                 |  |
| Community event site fee  | 117.00                        | 125.00                                    | 7%       | No                |                 |  |

| Event Fees | Charge wef<br>01/04/2023 | Proposed<br>Charge wef<br>01/04/2024 | Increase | Vatable<br>Yes/No | VAT<br>included | Fee setting structure (please<br>see key on contents page) |
|------------|--------------------------|--------------------------------------|----------|-------------------|-----------------|--|
|            | £                        | £                                    |          |                   | Yes/No          |  |

Commercial charges for waste, toilets and power are charged on a cost recovery basis.

**Event Concessions are available to a limited number of organisations**



| Licensing Fees   | Charge wef<br>01/04/2023 | Proposed<br>Charge wef<br>01/04/2024 | Increase | Vatable<br>Yes/No | VAT<br>included<br>Yes/No | Fee setting structure (please<br>see key on contents page) |
|--|--------------------------|--------------------------------------|----------|-------------------|---------------------------|--|
|  | £                        | £                                    |          |                   |                           |  |
| <b>Boat Licences</b>   |                          |                                      |          |                   |                           |  |
| Operators Licence (first grant)  | 1,113.00                 | 1,224                                | 10%      |                   |                           |  |
| Operators licence renewal  | 287.00                   | 316                                  | 10%      |                   |                           |  |
| Boat Licence (per boat)  | 287.00                   | 316                                  | 10%      |                   |                           |  |
| Crew Licence (per person)  | 46.00                    | 51                                   | 10%      |                   |                           |  |
| Canoes Kayaks Etc per vessel   | 23.00                    | 25                                   | 10%      |                   |                           |  |
| Transfer of boat licence   | 115.00                   | 127                                  | 10%      |                   |                           |  |
| Variation  | 334.00                   | 367                                  | 10%      |                   |                           |  |
| Application to amend the licensing conditions  | 344.00                   | 378                                  | 10%      |                   |                           |  |
| <b>Game Dealers Licences</b>   |                          |                                      |          |                   |                           |  |
| <b>Licensing Authorities will also be able to charge other fees in relation to their duties, most notably for temporary events and personal licences. NB - These fees are set by Government and we are unable to alter them.</b> |                          |                                      |          |                   |                           |  |
| Application for the grant or renewal of a personal licence   | 38.11                    | 38.11                                | 0%       |                   |                           |  |
| Application for a provisional statement where premises being built etc   | 324.45                   | 324.45                               | 0%       |                   |                           |  |
| Notification of change of name or address  | 10.82                    | 10.82                                | 0%       |                   |                           |  |
| <b>Fees payable under the Licensing Act 2003</b>   |                          |                                      |          |                   |                           |  |
| <b>Main fee levels</b>   |                          |                                      |          |                   |                           |  |
| Non domestic rateable value  |                          |                                      |          |                   |                           |  |
| Band A - From  |                          |                                      |          |                   |                           |  |
| to   | 4,300.00                 | 4,300.00                             | 0%       |                   |                           |  |
| Band B - From  | 4,301.00                 | 4,301.00                             | 0%       |                   |                           |  |
| To   | 33,000.00                | 33,000.00                            | 0%       |                   |                           |  |
| Band C - From  | 33,001.00                | 33,001.00                            | 0%       |                   |                           |  |
| To   | 87,000.00                | 87,000.00                            | 0%       |                   |                           |  |
| Band D - From  | 87,001.00                | 87,001.00                            | 0%       |                   |                           |  |
| To   | 125,000.00               | 125,000.00                           | 0%       |                   |                           |  |

| Licensing Fees  | Charge wef<br>01/04/2023<br>£ | Proposed<br>Charge wef<br>01/04/2024<br>£ | Increase | Vatable<br>Yes/No | VAT<br>included<br>Yes/No | Fee setting structure (please<br>see key on contents page) |
|---|-------------------------------|---|----------|-------------------|---------------------------|--|
| Band E - From   | 125,000.00                    | 125,000.00                                | 0%       |                   |                           |  |
| New application and variation   |                               |   |          |                   |                           |  |
| Band A  | 100.00                        | 100.00                                    | 0%       |                   |                           |  |
| Band B  | 190.00                        | 190.00                                    | 0%       |                   |                           |  |
| Band C  | 315.00                        | 315.00                                    | 0%       |                   |                           |  |
| Band D  | 450.00                        | 450.00                                    | 0%       |                   |                           |  |
| Band E  | 635.00                        | 635.00                                    | 0%       |                   |                           |  |
| Multiplier applied to premises used exclusively or primarily for the supply of alcohol for consumption on the premises (Bands D and E only)               |                               |   |          |                   |                           |  |
| Band D x 2  | 900.00                        | 900.00                                    | 0%       |                   |                           |  |
| Band E x 3  | 1,905.00                      | 1,905.00                                  | 0%       |                   |                           |  |
| Annual charge*  |                               |   |          |                   |                           |  |
| Band A  | 70.00                         | 70.00                                     | 0%       |                   |                           |  |
| Band B  | 180.00                        | 180.00                                    | 0%       |                   |                           |  |
| Band C  | 295.00                        | 295.00                                    | 0%       |                   |                           |  |
| Band D  | 320.00                        | 320.00                                    | 0%       |                   |                           |  |
| Band E  | 350.00                        | 350.00                                    | 0%       |                   |                           |  |
| Annual charge multiplier applied to premises used exclusively or primarily for the supply of alcohol for consumption on the premises (Bands D and E only) |                               |   |          |                   |                           |  |
| Band D x 2  | 640.00                        | 640.00                                    | 0%       |                   |                           |  |
| Band E x 3  | 1,050.00                      | 1,050.00                                  | 0%       |                   |                           |  |
| <b>Club premises certificates</b>   |                               |   |          |                   |                           |  |
| New application and variation   |                               |   |          |                   |                           |  |
| Band A  | 100.00                        | 100.00                                    | 0%       |                   |                           |  |
| Band B  | 190.00                        | 190.00                                    | 0%       |                   |                           |  |
| Band C  | 315.00                        | 315.00                                    | 0%       |                   |                           |  |
| Band D  | 450.00                        | 450.00                                    | 0%       |                   |                           |  |
| Band E  | 635.00                        | 635.00                                    | 0%       |                   |                           |  |
| Annual Charge   |                               |   |          |                   |                           |  |

| Licensing Fees   | Charge wef<br>01/04/2023 | Proposed<br>Charge wef<br>01/04/2024 | Increase | Vatable<br>Yes/No | VAT<br>included<br>Yes/No | Fee setting structure (please<br>see key on contents page) |
|--|--------------------------|--------------------------------------|----------|-------------------|---------------------------|--|
|  | £                        | £                                    |          |                   |                           |  |
| Band A   | 70.00                    | 70.00                                | 0%       |                   |                           |  |
| Band B   | 180.00                   | 180.00                               | 0%       |                   |                           |  |
| Band C   | 295.00                   | 295.00                               | 0%       |                   |                           |  |
| Band D   | 320.00                   | 320.00                               | 0%       |                   |                           |  |
| Band E   | 350.00                   | 350.00                               | 0%       |                   |                           |  |
| Premises fees are additional fees for premises licence application, and the annual fee for exceptionally large scale events (£5,000+) unless certain conditions apply. |                          |                                      |          |                   |                           |  |
| Please read Regulation 4(4) and 4(5) of The Licensing Act 2003 (Fees) Regulations 2006   |                          |                                      |          |                   |                           |  |
| <b>Additional Fees</b>   |                          |                                      |          |                   |                           |  |
| To cover the number in attendance at any one time:   |                          |                                      |          |                   |                           |  |
| 5,000 to 9,999 - Additional Premises Licence fee   | 1,000.00                 | 1,000.00                             | 0%       |                   |                           |  |
| 5,000 to 9,999 - Additional annual fee payable if applicable   | 500.00                   | 500.00                               | 0%       |                   |                           |  |
| 10,000 - 14,999 - Additional Premises Licence fee  | 2,000.00                 | 2,000.00                             | 0%       |                   |                           |  |
| 10,000 - 14,999 - Additional annual fee payable if applicable  | 1,000.00                 | 1,000.00                             | 0%       |                   |                           |  |
| 15,000 - 19,999 - Additional Premises Licence fee  | 4,000.00                 | 4,000.00                             | 0%       |                   |                           |  |
| 15,000 - 19,999 - Additional annual fee payable if applicable  | 2,000.00                 | 2,000.00                             | 0%       |                   |                           |  |
| 20,000 - 29,999 - Additional Premises Licence fee  | 8,000.00                 | 8,000.00                             | 0%       |                   |                           |  |
| 20,000 - 29,999 - Additional annual fee payable if applicable  | 4,000.00                 | 4,000.00                             | 0%       |                   |                           |  |
| 30,000 - 39,999 - Additional Premises Licence fee  | 16,000.00                | 16,000.00                            | 0%       |                   |                           |  |
| 30,000 - 39,999 - Additional annual fee payable if applicable  | 8,000.00                 | 8,000.00                             | 0%       |                   |                           |  |
| 40,000 - 49,999 - Additional premises licence fee  | 24,000.00                | 24,000.00                            | 0%       |                   |                           |  |
| 40,000 - 49,999 - Additional annual fee payable if applicable  | 12,000.00                | 12,000.00                            | 0%       |                   |                           |  |
| 50,000 - 59,999 - Additional premises licence fee  | 32,000.00                | 32,000.00                            | 0%       |                   |                           |  |
| 50,000 - 59,999 - Additional annual fee payable if applicable  | 16,000.00                | 16,000.00                            | 0%       |                   |                           |  |
| 60,000 - 69,999 - Additional Premises licence fee  | 40,000.00                | 40,000.00                            | 0%       |                   |                           |  |
| 60,000 - 69,999 - Additional annual fee payable if applicable  | 20,000.00                | 20,000.00                            | 0%       |                   |                           |  |
| 70,000 - 79,999 - Additional Premises licence fee  | 48,000.00                | 48,000.00                            | 0%       |                   |                           |  |
| 70,000 - 79,999 - Additional annual fee payable if applicable  | 24,000.00                | 24,000.00                            | 0%       |                   |                           |  |

| Licensing Fees  | Charge wef<br>01/04/2023 | Proposed<br>Charge wef<br>01/04/2024 | Increase | Vatable<br>Yes/No | VAT<br>included<br>Yes/No | Fee setting structure (please<br>see key on contents page) |
|---|--------------------------|--------------------------------------|----------|-------------------|---------------------------|--|
|   | £                        | £                                    |          |                   |                           |  |
| 80,999 - 89,999 - Additional Premises licence fee             | 56,000.00                | 56,000.00                            | 0%       |                   |                           |  |
| 80,999 - 89,999 - Additional annual fee payable if applicable | 28,000.00                | 28,000.00                            | 0%       |                   |                           |  |
| 90,000 and over - Additional Premises licence fee             | 64,000.00                | 64,000.00                            | 0%       |                   |                           |  |
| 90,000 and over - Additional annual fee payable if applicable | 32,000.00                | 32,000.00                            | 0%       |                   |                           |  |
| <b>Gambling Act 2005</b>                                      |                          |                                      |          |                   |                           |  |
| <b>Premises Licence Fees</b>                                  |                          |                                      |          |                   |                           |  |
| <b>Existing casinos</b>                                       |                          |                                      |          |                   |                           |  |
| Transitional non-fast track application                       | 300.00                   | 300.00                               | 0%       |                   |                           |  |
| Transitional non-fast track application                       | 1,600.00                 | 1,600.00                             | 0%       |                   |                           |  |
| New application   | 0.00                     | 0.00                                 | 0%       |                   |                           |  |
| Annual fee  | 2,400.00                 | 2,400.00                             | 0%       |                   |                           |  |
| <b>New small casino</b>                                       |                          |                                      |          |                   |                           |  |
| Transitional non-fast track application                       | 0.00                     | 0.00                                 |          |                   |                           |  |
| Transitional non-fast track application                       | 0.00                     | 0.00                                 |          |                   |                           |  |
| New application   | 6,400.00                 | 6,400.00                             | 0%       |                   |                           |  |
| Annual fee  | 4,000.00                 | 4,000.00                             | 0%       |                   |                           |  |
| <b>New large casino</b>                                       |                          |                                      |          |                   |                           |  |
| Transitional non-fast track application                       | 0.00                     | 0.00                                 |          |                   |                           |  |
| Transitional non-fast track application                       | 0.00                     | 0.00                                 |          |                   |                           |  |
| New application   | 8,000.00                 | 8,000.00                             | 0%       |                   |                           |  |
| Annual fee  | 8,000.00                 | 8,000.00                             | 0%       |                   |                           |  |
| <b>Regional casino</b>  |                          |                                      |          |                   |                           |  |
| Transitional non-fast track application                       | 0.00                     | 0.00                                 |          |                   |                           |  |
| Transitional non-fast track application                       | 0.00                     | 0.00                                 |          |                   |                           |  |
| New application   | 12,000.00                | 12,000.00                            | 0%       |                   |                           |  |
| Annual fee  | 12,000.00                | 12,000.00                            | 0%       |                   |                           |  |
| <b>Bingo Club</b>   |                          |                                      |          |                   |                           |  |

| Licensing Fees                             | Charge wef<br>01/04/2023<br>£ | Proposed<br>Charge wef<br>01/04/2024<br>£ | Increase | Vatable<br>Yes/No | VAT<br>included<br>Yes/No | Fee setting structure (please<br>see key on contents page) |
|--|-------------------------------|---|----------|-------------------|---------------------------|--|
| Transitional non-fast track application    | 267.90                        | 267.90                                    | 0%       |                   |                           |  |
| Transitional non-fast track application    | 1,400.00                      | 1,400.00                                  | 0%       |                   |                           |  |
| New application                            | 2,800.00                      | 2,800.00                                  | 0%       |                   |                           |  |
| Annual fee                                 | 800.00                        | 800.00                                    | 0%       |                   |                           |  |
| <b>Betting Premises (excluding tracks)</b> |                               |   |          |                   |                           |  |
| Transitional non-fast track application    | 267.90                        | 267.90                                    | 0%       |                   |                           |  |
| Transitional non-fast track application    | 1,200.00                      | 1,200.00                                  | 0%       |                   |                           |  |
| New application                            | 2,400.00                      | 2,400.00                                  | 0%       |                   |                           |  |
| Annual fee                                 | 480.00                        | 480.00                                    | 0%       |                   |                           |  |
| <b>Tracks</b>                              |                               |   |          |                   |                           |  |
| Transitional non-fast track application    | 267.90                        | 267.90                                    | 0%       |                   |                           |  |
| Transitional non-fast track application    | 1,000.00                      | 1,000.00                                  | 0%       |                   |                           |  |
| New application                            | 1,205.44                      | 1,205.44                                  | 0%       |                   |                           |  |
| Annual fee                                 | 800.00                        | 800.00                                    | 0%       |                   |                           |  |
| <b>Family entertainment centres</b>        |                               |   |          |                   |                           |  |
| Transitional non-fast track application    | 267.90                        | 267.90                                    | 0%       |                   |                           |  |
| Transitional non-fast track application    | 800.00                        | 800.00                                    | 0%       |                   |                           |  |
| New application                            | 1,600.00                      | 1,600.00                                  | 0%       |                   |                           |  |
| Annual fee                                 | 600.00                        | 600.00                                    | 0%       |                   |                           |  |
| <b>Adult Gaming Centre</b>                 |                               |   |          |                   |                           |  |
| Transitional non-fast track application    | 267.90                        | 267.90                                    | 0%       |                   |                           |  |
| Transitional non-fast track application    | 800.00                        | 800.00                                    | 0%       |                   |                           |  |
| New application                            | 1,600.00                      | 1,600.00                                  | 0%       |                   |                           |  |
| Annual fee                                 | 800.00                        | 800.00                                    | 0%       |                   |                           |  |
| <b>Unlicensed fee</b>                      |                               |   |          |                   |                           |  |
|  | 318.25                        | 318.25                                    | 0%       |                   |                           |  |
| <b>New</b>                                 |                               |   |          |                   |                           |  |
|  | 106.10                        | 106.10                                    | 0%       |                   |                           |  |
| <b>Change of name</b>                      |                               |   |          |                   |                           |  |
|  | 26.50                         | 26.50                                     | 0%       |                   |                           |  |

| Licensing Fees                                      | Charge wef<br>01/04/2023<br>£ | Proposed<br>Charge wef<br>01/04/2024<br>£ | Increase | Vatable<br>Yes/No | VAT<br>included<br>Yes/No | Fee setting structure (please<br>see key on contents page) |
|---|-------------------------------|---|----------|-------------------|---------------------------|--|
| <b>Additional Premises Licence Fees</b>             |                               |   |          |                   |                           |  |
| <b>Existing casinos</b>                             |                               |   |          |                   |                           |  |
| Application to vary                                 | 1,591.35                      | 1,591.35                                  | 0%       |                   |                           |  |
| Application to transfer                             | 1,071.50                      | 1,071.50                                  | 0%       |                   |                           |  |
| Application for reinstatement                       | 1,071.50                      | 1,071.50                                  | 0%       |                   |                           |  |
| Application for provisional statement               | 0.00                          | 0.00                                      |          |                   |                           |  |
| Licence Application (Provisional Statement holders) | 0.00                          | 0.00                                      |          |                   |                           |  |
| Copy Licence  | 26.50                         | 26.50                                     | 0%       |                   |                           |  |
| Notification of change                              | 53.05                         | 53.05                                     | 0%       |                   |                           |  |
| <b>New small casino</b>                             |                               |   |          |                   |                           |  |
| Application to vary                                 | 3,200.00                      | 3,200.00                                  | 0%       |                   |                           |  |
| Application to transfer                             | 1,440.00                      | 1,440.00                                  | 0%       |                   |                           |  |
| Application for reinstatement                       | 1,440.00                      | 1,440.00                                  | 0%       |                   |                           |  |
| Application for provisional statement               | 6,400.00                      | 6,400.00                                  | 0%       |                   |                           |  |
| Licence Application (Provisional Statement holders) | 2,400.00                      | 2,400.00                                  | 0%       |                   |                           |  |
| Copy Licence  | 26.50                         | 26.50                                     | 0%       |                   |                           |  |
| Notification of change                              | 53.05                         | 53.05                                     | 0%       |                   |                           |  |
| <b>New large casino</b>                             |                               |   |          |                   |                           |  |
| Application to vary                                 | 4,000.00                      | 4,000.00                                  | 0%       |                   |                           |  |
| Application to transfer                             | 1,720.00                      | 1,720.00                                  | 0%       |                   |                           |  |
| Application for reinstatement                       | 1,720.00                      | 1,720.00                                  | 0%       |                   |                           |  |
| Application for provisional statement               | 8,000.00                      | 8,000.00                                  | 0%       |                   |                           |  |
| Licence Application (Provisional Statement holders) | 4,000.00                      | 4,000.00                                  | 0%       |                   |                           |  |
| Copy Licence  | 26.50                         | 26.50                                     | 0%       |                   |                           |  |
| Notification of change                              | 53.05                         | 53.05                                     | 0%       |                   |                           |  |
| <b>Regional casino</b>                              |                               |   |          |                   |                           |  |

| Licensing Fees                                      | Charge wef<br>01/04/2023 | Proposed<br>Charge wef<br>01/04/2024 | Increase | Vatable<br>Yes/No | VAT<br>included<br>Yes/No | Fee setting structure (please<br>see key on contents page) |
|---|--------------------------|--------------------------------------|----------|-------------------|---------------------------|--|
|   | £                        | £                                    |          |                   |                           |  |
| Application to vary                                 | 6,000.00                 | 6,000.00                             | 0%       |                   |                           |  |
| Application to transfer                             | 5,200.00                 | 5,200.00                             | 0%       |                   |                           |  |
| Application for reinstatement                       | 5,200.00                 | 5,200.00                             | 0%       |                   |                           |  |
| Application for provisional statement               | 12,000.00                | 12,000.00                            | 0%       |                   |                           |  |
| Licence Application (Provisional Statement holders) | 6,400.00                 | 6,400.00                             | 0%       |                   |                           |  |
| Copy Licence  | 26.50                    | 26.50                                | 0%       |                   |                           |  |
| Notification of change                              | 53.05                    | 53.05                                | 0%       |                   |                           |  |
| <b>Bingo club</b>                                   |                          |                                      |          |                   |                           |  |
| Application to vary                                 | 1,400.00                 | 1,400.00                             | 0%       |                   |                           |  |
| Application to transfer                             | 960.00                   | 960.00                               | 0%       |                   |                           |  |
| Application for reinstatement                       | 960.00                   | 960.00                               | 0%       |                   |                           |  |
| Application for provisional statement               | 2,800.00                 | 2,800.00                             | 0%       |                   |                           |  |
| Licence Application (Provisional Statement holders) | 960.00                   | 960.00                               | 0%       |                   |                           |  |
| Copy Licence  | 26.50                    | 26.50                                | 0%       |                   |                           |  |
| Notification of change                              | 53.05                    | 53.05                                | 0%       |                   |                           |  |
| <b>Betting premises (excluding tracks)</b>          |                          |                                      |          |                   |                           |  |
| Application to vary                                 | 1,200.00                 | 1,200.00                             | 0%       |                   |                           |  |
| Application to transfer                             | 960.00                   | 960.00                               | 0%       |                   |                           |  |
| Application for reinstatement                       | 960.00                   | 960.00                               | 0%       |                   |                           |  |
| Application for provisional statement               | 2,400.00                 | 2,400.00                             | 0%       |                   |                           |  |
| Licence Application (Provisional Statement holders) | 960.00                   | 960.00                               | 0%       |                   |                           |  |
| Copy Licence  | 26.50                    | 26.50                                | 0%       |                   |                           |  |
| Notification of change                              | 53.05                    | 53.05                                | 0%       |                   |                           |  |
| <b>Tracks</b>                                       |                          |                                      |          |                   |                           |  |
| Application to vary                                 | 1,000.00                 | 1,000.00                             | 0%       |                   |                           |  |
| Application to transfer                             | 760.00                   | 760.00                               | 0%       |                   |                           |  |
| Application for reinstatement                       | 760.00                   | 760.00                               | 0%       |                   |                           |  |

| Licensing Fees  | Charge wef<br>01/04/2023<br>£ | Proposed<br>Charge wef<br>01/04/2024<br>£ | Increase | Vatable<br>Yes/No | VAT<br>included<br>Yes/No | Fee setting structure (please<br>see key on contents page) |
|---|-------------------------------|---|----------|-------------------|---------------------------|--|
| Application for provisional statement                     | 2,000.00                      | 2,000.00                                  | 0%       |                   |                           |  |
| Licence Application (Provisional Statement holders)       | 760.00                        | 760.00                                    | 0%       |                   |                           |  |
| Copy Licence  | 26.50                         | 26.50                                     | 0%       |                   |                           |  |
| Notification of change                                    | 53.05                         | 53.05                                     | 0%       |                   |                           |  |
| <b>Family entertainment centres</b>                       |                               |   |          |                   |                           |  |
| Application to vary                                       | 800.00                        | 800.00                                    | 0%       |                   |                           |  |
| Application to transfer                                   | 760.00                        | 760.00                                    | 0%       |                   |                           |  |
| Application for reinstatement                             | 760.00                        | 760.00                                    | 0%       |                   |                           |  |
| Application for provisional statement                     | 1,600.00                      | 1,600.00                                  | 0%       |                   |                           |  |
| Licence Application (Provisional Statement holders)       | 760.00                        | 760.00                                    | 0%       |                   |                           |  |
| Copy Licence  | 26.50                         | 26.50                                     | 0%       |                   |                           |  |
| Notification of change                                    | 53.05                         | 53.05                                     | 0%       |                   |                           |  |
| <b>Adult Gaming</b>                                       |                               |   |          |                   |                           |  |
| Application to vary                                       | 800.00                        | 800.00                                    | 0%       |                   |                           |  |
| Application to transfer                                   | 960.00                        | 960.00                                    | 0%       |                   |                           |  |
| Application for reinstatement                             | 960.00                        | 960.00                                    | 0%       |                   |                           |  |
| Application for provisional statement                     | 1,600.00                      | 1,600.00                                  | 0%       |                   |                           |  |
| Licence Application (Provisional Statement holders)       | 960.00                        | 960.00                                    | 0%       |                   |                           |  |
| Copy Licence  | 26.50                         | 26.50                                     | 0%       |                   |                           |  |
| Notification of change                                    | 26.50                         | 26.50                                     | 0%       |                   |                           |  |
| <b>Scrap Metal Dealers</b>                                |                               |   |          |                   |                           |  |
| Three year Collectors Licence                             | 408.48                        | 449.33                                    | 10%      |                   |                           |  |
| Three year site licence                                   | 612.70                        | 673.97                                    | 10%      |                   |                           |  |
| Replacement of licence                                    | 23.37                         | 25.71                                     | 10%      |                   |                           |  |
| Minor variations to licence, eg change of address         | 35.03                         | 38.53                                     | 10%      |                   |                           |  |
| Detailed variations to licence, eg change of site manager | 58.35                         | 64.18                                     | 10%      |                   |                           |  |
| Conversion of Collector's Licence to Site Licence         | 256.74                        | 282.41                                    | 10%      |                   |                           |  |



| Licensing Fees                                    | Charge wef<br>01/04/2023 | Proposed<br>Charge wef<br>01/04/2024 | Increase | Vatable<br>Yes/No | VAT<br>included<br>Yes/No | Fee setting structure (please<br>see key on contents page) |
|---|--------------------------|--------------------------------------|----------|-------------------|---------------------------|--|
|   | £                        | £                                    |          |                   |                           |  |
| Conversion of Site Licence to Collector's Licence | 93.39                    | 102.73                               | 10%      |                   |                           |  |
| <b>Street Trading Licence - daily charge</b>      |                          |                                      |          |                   |                           |  |
| Standard location pitch                           | 17.20                    | 18.92                                | 10%      |                   |                           |  |
| Prime location pitch                              | 28.75                    | 31.63                                | 10%      |                   |                           |  |
| £114.74 yearly administration fee                 | 114.74                   | 126.21                               | 10%      |                   |                           |  |

| Outdoor Leisure   | Charge wef<br>01/04/2023<br>£ | Proposed<br>Charge wef<br>01/04/2024<br>£ | Increase | Vatable<br>Yes/No | VAT<br>included<br>Yes/No | Fee setting structure (please<br>see key on contents page) |
|---|-------------------------------|---|----------|-------------------|---------------------------|--|
| Allotments (Full plot)  | 93.40                         | 99.94                                     | 7%       | No                |                           |  |
| Allotments (Half plot)  | 46.88                         | 50.16                                     | 7%       | No                |                           |  |
| Allotments (One Third plot)   | 31.19                         | 33.37                                     | 7%       | No                |                           |  |
| If you receive a means-tested benefit, you'll get a 33% discount on these charges   |                               |   |          |                   |                           |  |
| Trading concessions on public land - Application fee                                | 116.34                        | 124.48                                    | 7%       | Yes               | No                        |  |
| <b>Sports Pitches</b>   |                               |   |          |                   |                           |  |
| <b>Football - per game (payable in advance)</b>                                     |                               |   |          |                   |                           |  |
| <b>Herne Bay, Whitstable and Canterbury</b>   |                               |   |          |                   |                           |  |
| Adult 16 years and over With dressing room and showers                              | 82.10                         | 87.85                                     | 7%       | Yes               | No                        |  |
| Adult 16 years and over Without dressing room, toilets and showers                  | 45.40                         | 48.58                                     | 7%       |                   |                           |  |
| Junior football (under 16 years) With dressing room and showers                     | 30.80                         | 32.96                                     | 7%       | Yes               | No                        |  |
| 9 X 9 with dressing room and showers  | 30.80                         | 32.96                                     | 7%       | Yes               | No                        |  |
| Mini soccer (under 11 years)  | 30.80                         | 32.96                                     | 7%       | Yes               | No                        |  |
| <b>Cricket pitches per game (payable in advance)</b>                                |                               |   |          |                   |                           |  |
| Adult 16 years and over With dressing room and shower                               | 90.70                         | 97.04                                     | 7%       | Yes               | No                        |  |
| Junior Cricket (under 16 years) including dressing room and showers                 | 33.90                         | 36.27                                     | 7%       | Yes               | No                        |  |
| <b>Rounders</b>   |                               |   |          |                   |                           |  |
| Pitch only  | 45.40                         | 48.58                                     | 7%       | Yes               | No                        |  |
| <b>Multi activity courts</b>  |                               |   |          |                   |                           |  |
| Five-a-side football, netball, basketball as appropriate per court.                 | Free                          | Free                                      |          |                   |                           |  |
| <b>Bowls – Whitstable Castle</b>  | Free                          | Free                                      |          |                   |                           |  |
| <b>Tennis – per hour, per court (payable in advance)(Only if no concessionaire)</b> | Free                          | Free                                      |          |                   |                           |  |

| Outdoor Leisure                                   | Charge wef<br>01/04/2023 | Proposed<br>Charge wef<br>01/04/2024 | Increase | Vatable<br>Yes/No | VAT<br>included<br>Yes/No | Fee setting structure (please<br>see key on contents page) |
|---|--------------------------|--------------------------------------|----------|-------------------|---------------------------|--|
|   | £                        | £                                    |          |                   |                           |  |
| <b>Bookings on Parks, Gardens and Open Spaces</b> | See Events               |                                      |          |                   |                           |  |

| Taxi and Private Hire   | Charge wef<br>01/04/2023<br>£ | Proposed<br>Charge wef<br>01/04/2024<br>£ | Increase | Vatable<br>Yes/No | VAT<br>included<br>Yes/No | Fee setting structure (please<br>see key on contents page) |
|---|-------------------------------|---|----------|-------------------|---------------------------|--|
| <b>Subject to separate consultation</b>   |                               |   |          |                   |                           |  |
| Taxi vehicle initial  | 435.92                        | 453.35                                    | 4%       | No                |                           |  |
| Private Hire vehicle initial  | 324.71                        | 337.70                                    | 4%       | No                |                           |  |
| Taxi vehicle renewal  | 283.70                        | 295.05                                    | 4%       | No                |                           |  |
| Private Hire vehicle renewal  | 275.39                        | 286.41                                    | 4%       | No                |                           |  |
| 7th additional year) exceptional condition further inspection fee                   | 114.74                        | 119.33                                    | 4%       | No                |                           |  |
| Electric Power Taxi renewal   | 150.87                        | 156.91                                    | 4%       | No                |                           |  |
| Electric Power Private Hire renewal   | 148.02                        | 153.94                                    | 4%       | No                |                           |  |
| LPG/CNG Power Private Hire  | 148.02                        | 153.94                                    | 4%       | No                |                           |  |
| Taxi / Dual Driver initial badge  | 281.19                        | 292.44                                    | 4%       | No                |                           |  |
| Private Hire Driver initial badge   | 281.19                        | 292.44                                    | 4%       | No                |                           |  |
| Licence check for new drivers   | 11.13                         | 11.58                                     | 4%       | No                |                           |  |
| Taxi / Dual Driver renewal badge  | 91.22                         | 94.87                                     | 4%       | No                |                           |  |
| Private Hire driver renewal badge   | 89.49                         | 93.07                                     | 4%       | No                |                           |  |
| Private Hire operators (valid 2 years) – per vehicle                                | 61.97                         | 64.45                                     | 4%       | No                |                           |  |
| Transfer of temporary vehicle (loan vehicles)                                       | 147.40                        | 153.29                                    | 4%       | No                |                           |  |
| Meter Test (Taxi)   | 70.19                         | 73.00                                     | 4%       | No                |                           |  |
| Taxi Drivers Knowledge Test   | 84.24                         | 87.61                                     | 4%       | No                |                           |  |
| Taxi Drivers Knowledge Test (resit)   | 84.24                         | 87.61                                     | 4%       | No                |                           |  |
| If Taxi Fare increased agreed by Council all meters to be tested<br>within 2 months | 62.02                         | 64.50                                     | 4%       | No                |                           |  |
| Plates Taxi – external  | 42.13                         | 43.81                                     | 4%       | No                |                           |  |
| Plates Taxi – internal  | 28.06                         | 29.18                                     | 4%       | No                |                           |  |
| Private Hire corporate window plates (per pair)                                     | 35.09                         | 36.49                                     | 4%       | No                |                           |  |
| Replacing of vehicles   | 147.40                        | 153.29                                    | 4%       | No                |                           |  |
| Motor cycle private hire  | 280.70                        | 291.92                                    | 4%       | No                |                           |  |

| Taxi and Private Hire   | Charge wef<br>01/04/2023<br>£ | Proposed<br>Charge wef<br>01/04/2024<br>£ | Increase | Vatable<br>Yes/No | VAT<br>included<br>Yes/No | Fee setting structure (please<br>see key on contents page) |
|---|-------------------------------|---|----------|-------------------|---------------------------|--|
| Dual drive badge fee - same fee as single licence if one<br>application | n/a                           | n/a                                       | n/a      |                   |                           |  |
| Replacement fee for lost drivers badge                                  | 7.37                          | 7.66                                      | 4%       |                   |                           |  |
| Replacement fee for lost vehicle plates                                 | 14.73                         | 15.32                                     | 4%       |                   |                           |  |
| Replacement fee for lost driver log books                               | 14.73                         | 15.32                                     | 4%       |                   |                           |  |
| Charge for approval of advertising                                      | 95.57                         | 99.39                                     | 4%       | No                |                           |  |

| Halls and entertainment   |  | Charge wef<br>01/04/2023                                   | Proposed<br>Charge wef<br>01/04/2024                       | Increase | Vatable<br>Yes/No | VAT<br>included<br>Yes/No | Fee setting structure (please<br>see key on contents page) |
|---|--|--|--|----------|-------------------|---------------------------|--|
|   |  | £  | £  |          |                   |                           |  |
| <b>Guildhall</b>  |  |  |  |          |                   |                           |  |
| Weekdays per hour   |  | 75.00  | 80.00  | 7%       | No                | No                        |  |
| Weekends per hour   |  | 85.00  | 100.00   | 18%      | No                | No                        |  |
| Delegate rate per person  |  | N/A  | N/A  |          | Yes               | Yes                       |  |
| <b>Tower House</b>  |  |  |  |          |                   |                           |  |
| <b>Tower House Room Hire</b>  |  |  |  |          |                   |                           |  |
| Tower House Downstairs (hourly)   |  | N/A  | N/A  |          |                   |                           |  |
| Tower House Downstairs Weekend-Half Day (4hrs)  |  | 300.00   | 350.00   | 17%      |                   |                           |  |
| Tower House Weekend Full day (8hrs)   |  | 600.00   | 700.00   | 17%      |                   |                           |  |
| Tower House Downstairs Weekday Half Day (4hrs)  |  | 150.00   | 175.00   | 17%      | Yes               | No                        |  |
| Tower House Downstairs Full Day (8hrs)  |  | 300.00   | 350.00   | 17%      |                   |                           |  |
| Tower House Williamson Weekday (Hourly)   |  | 55.00  | 60.00  | 9%       | Yes               | No                        |  |
| Tower House Williamson Weekend (Hourly)   |  | 60.00  | 70.00  | 17%      | Yes               | No                        |  |
| Tower House Watmer Weekday (Hourly)   |  | 55.00  | 60.00  | 9%       | Yes               | No                        |  |
| Tower House Watmer Weekend (Hourly)   |  | 75.00  | 80.00  | 7%       | Yes               | No                        |  |
| Delegate rate per person (Hourly)   |  | N/A  | N/A  |          | Yes               | No                        |  |
| <b>South Quay Shed</b>  |  |  |  |          |                   |                           |  |
| Private hire after hrs  |  | Starting from £500- to be negotiated on case by case basis | Starting from £500- to be negotiated on case by case basis |          |                   |                           |  |
| <b>On all the above the service retains flexibility to negotiate fees and charges appropriately</b> |  |  |  |          |                   |                           |  |
| <b>Neighbourhood Centres - Spring Lane</b>  |  |  |  |          |                   |                           |  |

| Halls and entertainment   | Charge wef 01/04/2023<br>£ | Proposed Charge wef 01/04/2024<br>£ | Increase | Vatable<br>Yes/No | VAT<br>included<br>Yes/No | Fee setting structure (please see key on contents page) |
|---|----------------------------|-------------------------------------|----------|-------------------|---------------------------|---|
| Daily bookings of 6 hours or more set charge Rates can be negotiated for all regular bookings, block bookings and bookings of 6 hrs or longer, for example; |                            |                                     |          |                   |                           |   |
| Residents   | 18.15                      | 19.42                               | 7%       | No                |                           |   |
| Voluntary Sector  | 24.20                      | 25.89                               | 7%       | No                |                           |   |
| Statutory Commercial Orgs   | 36.30                      | 38.84                               | 7%       | No                |                           |   |
| <b>10% reduction for six plus consecutive bookings</b>  |                            |                                     |          |                   |                           |   |
| <b>Main Hall inc kitchen (per hour)</b>   |                            |                                     |          |                   |                           |   |
| Individual local residents (residents living specifically within the Spring Lane area)  | 12.10                      | 12.95                               | 7%       | No                |                           |   |
| Voluntary and community organisations   | 18.15                      | 19.42                               | 7%       | No                |                           |   |
| Statutory and commercial organisations and private hire   | 24.20                      | 26.62                               | 10%      | No                |                           |   |
| <b>Playroom/creche (per hour) The room is only available to certain groups as it is primarily used by Sure Start</b>  |                            |                                     |          |                   |                           |   |
| Voluntary and community organisations   | 18.15                      | 19.42                               | 7%       | No                |                           |   |
| Statutory and commercial organisations  | 30.25                      | 33.28                               | 10%      | No                |                           |   |
| <b>Main kitchen (one off fee when hiring the main hall - subject to availability)</b>   |                            |                                     |          |                   |                           |   |
| Individual local residents (residents living specifically within the Spring Lane area)  | 12.10                      | 12.95                               | 7%       | No                |                           |   |
| Voluntary and community organisations   | 18.15                      | 19.42                               | 7%       | No                |                           |   |
| Statutory and commercial organisations and private hire   | 24.20                      | 25.89                               | 7%       | No                |                           |   |
| <b>Small office (per hour) The small office has been rented out to a voluntary organisation and is not currently available</b>                              |                            |                                     |          |                   |                           |   |
| Individual local residents (residents living specifically within the Spring Lane area)  | 12.10                      | 12.95                               | 7%       |                   |                           |   |
| Voluntary and community organisations   | 18.15                      | 19.42                               | 7%       |                   |                           |   |
| Statutory and commercial organisations  | 24.20                      | 25.89                               | 7%       |                   |                           |   |
| Out of hours, eg. weekend or evening bookings may incur a surcharge as staff may be required to attend the centre/s, please contact us for further details. |                            |                                     |          |                   |                           |   |
| On all the above the service retains flexibility to negotiate fees and charges appropriately  |                            |                                     |          |                   |                           |   |

| Halls and entertainment  | Charge wef<br>01/04/2023<br>£ | Proposed<br>Charge wef<br>01/04/2024<br>£ | Increase | Vatable<br>Yes/No | VAT<br>included<br>Yes/No | Fee setting structure (please<br>see key on contents page) |
|--|-------------------------------|---|----------|-------------------|---------------------------|--|
| <b>Kings Hall</b>  |                               |   |          |                   |                           |  |
| <b>Commercial Standard Rate</b>                                      |                               |   |          |                   |                           |  |
| week rate:   | 3,000.00                      | 3,300.00                                  | 10%      | yes               | no                        |  |
| day rate ( Mon - Thurs)  | 500.00                        | 550.00                                    | 10%      | yes               | no                        |  |
| day rate ( Mon - Thurs) dry hire - bar closed                        | new                           | 500.00                                    |          | yes               | no                        |  |
| day rate (Fri, Sat, Sun)   | 550.00                        | 600.00                                    | 9%       | yes               | no                        |  |
| day rate ( Fri, Sat, Sun) dry hire - bar closed                      | new                           | 550.00                                    |          | yes               | no                        |  |
| additional hours (Mon - Sun) 9am until before midnight               | 65.00                         | 70.00                                     | 8%       | yes               | no                        |  |
| additional hours (Mon - Sun) After midnight until 9am                | 85.00                         | 90.00                                     | 6%       | yes               | no                        |  |
| <b>Registered Charities</b>  |                               |   |          |                   |                           |  |
| week rate:   | 3,000.00                      | 3,300.00                                  | 10%      | yes               | no                        |  |
| day rate ( Mon - Thurs) dry hire                                     | 383.00                        | 425.00                                    | 11%      | yes               | no                        |  |
| day rate (Fri, Sat, Sun) dry hire                                    | 383.00                        | 425.00                                    | 11%      | yes               | no                        |  |
| additional hours (Mon - Sun) 9am until before midnight               | 47.00                         | 50.00                                     | 6%       | yes               | no                        |  |
| Blood donors day rate  | 385.00                        | 400.00                                    | 4%       |                   |                           |  |
| Note: 1 week= 40hrs max, 1 day =8hrs including get in and clear down |                               |   |          |                   |                           |  |

**South Quay Shed - See Property.** The service retains flexibility to negotiate fees and charges on additional services.

**At all venues: flexibility retained to set fees and charges for bar, catering and commercial services.**



| Beach Hut sites and Foreshore                           | Charge wef<br>01/04/2023<br>£ | Proposed<br>Charge wef<br>01/04/2024<br>£ | Increase | Vatable<br>Yes/No | VAT<br>included<br>Yes/No | Fee setting structure (please<br>see key on contents page) |
|---|-------------------------------|---|----------|-------------------|---------------------------|--|
| <b>Beach Hut sites</b>                                  |                               |   |          |                   |                           |  |
| <b>West Beach, Herne Bay</b>                            |                               |   |          |                   |                           |  |
| West Beach Site Fee                                     | 502.30                        | 552.53                                    | 10%      | Yes               | No                        |  |
| Adaptation fee (West Beach, Herne Bay per square metre) | 93.20                         | 102.52                                    | 10%      | Yes               | No                        |  |
| Option to sub let                                       | 502.30                        | 552.53                                    | 10%      | Yes               | No                        |  |
| <b>Tankerton</b>  |                               |   |          |                   |                           |  |
| Tankerton/Marine Crescent/Long Rock Site Fee            | 709.40                        | 780.34                                    | 10%      | Yes               | No                        |  |
| Adaptation fee (Tankerton) per square metre             | 73.82                         | 81.20                                     | 10%      | Yes               | No                        |  |
| Option to sub let                                       | 709.40                        | 780.34                                    | 10%      | Yes               | No                        |  |
| <b>East Cliff, Herne Bay</b>                            |                               |   |          |                   |                           |  |
| East Cliff Site Fee                                     | 791.67                        | 870.84                                    | 10%      | Yes               | No                        |  |
| Option to sub let                                       | 791.67                        | 870.84                                    | 10%      | Yes               | No                        |  |
| <b>Beach Hut Admin Fees</b>                             |                               |   |          |                   |                           |  |
| Assignment administration fee                           | 126.80                        | 139.48                                    | 10%      | Yes               | No                        |  |
| Tenancy administration fee                              | 54.40                         | 59.84                                     | 10%      | Yes               | No                        |  |
| Beach hut Agency Marketing Fee                          | 888.90                        | 977.79                                    | 10%      | Yes               | No                        |  |
| <b>Neptune Arm Moorings</b>                             |                               |   |          |                   |                           |  |
| Leisure Craft – per metre                               | 126.90                        | 139.59                                    | 10%      | Yes               | No                        |  |
| <b>Storage fees for boats on the beach</b>              |                               |   |          |                   |                           |  |
| Environment Education programme                         | 94.00                         | 103.40                                    | 10%      | Yes               | No                        |  |
| 1 day event   | 182.20                        | 200.42                                    | 10%      | Yes               | No                        |  |
| 3 day event   | 364.50                        | 400.95                                    | 10%      | Yes               | No                        |  |
| <b>Slipway membership Scheme</b>                        |                               |   |          |                   |                           |  |
| Replacement key   | 64.20                         | 70.62                                     | 10%      | Yes               | No                        |  |
| Replacement card  | 36.70                         | 40.37                                     | 10%      | Yes               | No                        |  |
| PWC/Powercraft membership                               | 141.60                        | 155.76                                    | 10%      | Yes               | No                        |  |
| Fishing/Sailing membership                              | 47.20                         | 51.92                                     | 10%      | Yes               | No                        |  |

| Beach Hut sites and Foreshore | Charge wef<br>01/04/2023 | Proposed<br>Charge wef<br>01/04/2024 | Increase | Vatable<br>Yes/No | VAT<br>included<br>Yes/No | Fee setting structure (please<br>see key on contents page) |
|-------------------------------|--------------------------|--------------------------------------|----------|-------------------|---------------------------|--|
| Fishing club membership       | £<br>28.30               | £<br>31.13                           | 10%      | Yes               | No                        |  |

| Whitstable Harbour  | Charge wef<br>01/04/2023 | Proposed<br>Charge wef<br>01/04/2024 | Increase | Vatable<br>Yes/No | VAT<br>included | Fee setting structure (please<br>see key on contents page) |
|---|--------------------------|--------------------------------------|----------|-------------------|-----------------|--|
|   | £                        | £                                    |          |                   | Yes/No          |  |
| Dues for ships when cargo is discharged. Per tonne of cargo                   | 0.57                     | 0.61                                 | 7%       | No                |                 |  |
| Dues for ships not discharging cargo per ships GT                             | 0.57                     | 0.61                                 | 7%       | No                |                 |  |
| <b>FISHING VESSELS &amp; COMMERCIAL WORK BOATS</b>                            |                          |                                      |          |                   |                 |  |
| Annual dues – permanent berth per metre LOA per annum                         | 153.00                   | 158.36                               | 3.5%     | No                |                 |  |
| Annual dues – pontoon berth (13.3m) per annum                                 | 3,960.73                 | 4,197.61                             | 6%       | No                |                 |  |
| Visiting craft per day  | 86.50                    | 92.56                                | 7%       | No                |                 |  |
| Additional pontoon key  | N/A                      | 30.00                                | N/A      | Yes               | No              |  |
| <b>CARGO WHARFAGE</b>   |                          |                                      |          |                   |                 |  |
| Stone per tonne   | 0.85                     | 0.91                                 | 7%       | No                |                 |  |
| Type 1 Aggregate  | 0.56                     | 0.60                                 | 7%       | No                |                 |  |
| <b>CONSERVANCY</b>  |                          |                                      |          |                   |                 |  |
| Fee per shipping movement   | 42.00                    | 44.94                                | 7%       | No                |                 |  |
| <b>VESSEL AND PLANT HIRE</b>  |                          |                                      |          |                   |                 |  |
| Fork Lift (per hour)  | 63.00                    | 67.41                                | 7%       | Yes               | No              |  |
| <b>LINESMAN SERVICES</b>  |                          |                                      |          |                   |                 |  |
| Provision of linesman to secure ships lines (per linesman)                    | 138.00                   | 147.66                               | 7%       | No                |                 |  |
| <b>FUEL SALES</b>   |                          |                                      |          |                   |                 |  |
| Fuel Oil – permanent berth holder (per litre added to fuel purchase price)    | 0.04                     | 0.05                                 | 3.5%     | No                |                 |  |
| Fuel Oil – visiting commercial craft (per litre added to fuel purchase price) | 0.07                     | 0.08                                 | 21%      | No                |                 |  |
| <b>STORAGE</b>  |                          |                                      |          |                   |                 |  |
| WQ Compound (per quarter)   | 63.00                    | 65.21                                | 3.5%     | Yes               | No              |  |
| Chiller storage (per quarter)   | 105.00                   | 108.68                               | 3.5%     | Yes               | No              |  |
| <b>PARKING</b>  |                          |                                      |          |                   |                 |  |
| Business parking permits (per existing permit per annum)                      | 162.00                   | 178.20                               | 10%      | Yes               | No              |  |
| <b>BEACH HUTS</b>   |                          |                                      |          |                   |                 |  |

| Whitstable Harbour     | Charge wef<br>01/04/2023 | Proposed<br>Charge wef<br>01/04/2024 | Increase | Vatable<br>Yes/No | VAT<br>included | Fee setting structure (please<br>see key on contents page) |
|------------------------|--------------------------|--------------------------------------|----------|-------------------|-----------------|--|
|                        | £                        | £                                    |          |                   | Yes/No          |  |
| Front Row (per annum)  | 1,978.17                 | 2,175.99                             | 10%      | Yes               | No              |  |
| Back Row (per annum)   | 1,386.00                 | 1,524.60                             | 10%      | Yes               | No              |  |
| Double Hut (per annum) | 1,845.25                 | 2,029.78                             | 10%      | Yes               | No              |  |

| Transport                           | Charge wef<br>01/04/2023 | Proposed<br>Charge wef<br>01/04/2024 | Increase | Vatable<br>Yes/No | VAT<br>included<br>Yes/No | Fee setting structure (please<br>see key on contents page) |
|-------------------------------------|--------------------------|--------------------------------------|----------|-------------------|---------------------------|--|
|                                     | £                        | £                                    |          |                   |                           |  |
| <b>Trades person parking waiver</b> |                          |                                      |          |                   |                           |  |
| Day                                 | 17.60                    | 19.36                                | 10%      |                   |                           |  |
| week                                | 59.90                    | 65.89                                | 10%      |                   |                           |  |
| month                               | 180.20                   | 198.22                               | 10%      |                   |                           |  |
| year                                | 583.50                   | 641.85                               | 10%      |                   |                           |  |
| <b>Access Highlight Markings</b>    |                          |                                      |          |                   |                           |  |
| Application fee                     | 75.00                    | 82.50                                | 10%      |                   |                           |  |
| Implementation                      | 75.00                    | 82.50                                | 10%      |                   |                           |  |
| Repainting                          | 75.00                    | 82.50                                | 10%      |                   |                           |  |

| Licensing Environmental Health(Animal/Welfare)   |                          |                 |                       |                 |                          |                    |                              |                |                     |   |
|--|--------------------------|-----------------|-----------------------|-----------------|--------------------------|--------------------|------------------------------|----------------|---------------------|---|
| New Fees post Animal Welfare (Licensing of Activities involving Animals)(England) Regulations 2019   |                          |                 |                       |                 |                          |                    |                              |                |                     |   |
|  | Application fee 20/23/24 | Grant Fee 23/24 | Application fee 24/25 | Grant Fee 24/25 | Application fee increase | Grant fee increase | Additional cost to applicant | Vatable yes/No | VAT included Yes/No | Fee setting structure (please see key on contents page) |
|  | £                        | £               | £                     | £               |                          |                    | £                            |                |                     |   |
| New Horse riding establishments - plus vets fees   | 126.50                   | 198.00          | 139.15                | 217.80          | 10%                      | 10%                | Vets fees                    | No             |                     |   |
| Horse riding establishments renewal - plus vets fees   | 99.00                    | 126.50          | 108.90                | 139.15          | 10%                      | 10%                | Vets fees                    | No             |                     |   |
| New Pet animal shops Application - plus vets fees (Issued on Risk assessment - valid 1-3yrs)   | 181.50                   | 264.00          | 199.65                | 290.40          | 10%                      | 10%                | Vets fees                    | No             |                     |   |
| Pet animal shops renewal (Issued on Risk assessment - valid 1-3yrs)  | 154.00                   | 181.50          | 169.40                | 199.65          | 10%                      | 10%                |                              | No             |                     |   |
| New Animal boarding establishments - plus vets fees (Issued on Risk assessment - valid 1-3yrs)   | 181.50                   | 264.00          | 199.65                | 290.40          | 10%                      | 10%                | Vets fees                    | No             |                     |   |
| Animal boarding establishments renewal (Issued on Risk assessment - valid 1-3yrs)  | 154.00                   | 181.50          | 169.40                | 199.65          | 10%                      | 10%                |                              | No             |                     |   |
| New Domestic Dog boarding establishments - Plus vets fees (Issued on Risk assessment - valid 1-3yrs)   | 137.50                   | 170.50          | 151.25                | 187.55          | 10%                      | 10%                | Vets fees                    | No             |                     |   |
| Domestic Dog boarding establishments - renewal (Issued on Risk assessment - valid 1-3yrs)  | 126.50                   | 154.00          | 139.15                | 169.40          | 10%                      | 10%                |                              | No             |                     |   |
| New Dog breeding establishments - plus vets fees (Issued on Risk assessment - valid 1-3yrs)  | 137.50                   | 170.50          | 151.25                | 187.55          | 10%                      | 10%                | Vets fees                    | No             |                     |   |
| Dog breeding establishments renewal (Issued on Risk assessment - valid 1-3yrs)   | 126.50                   | 154.00          | 139.15                | 169.40          | 10%                      | 10%                |                              | No             |                     |   |
| New Dog Day Care registration - Plus vets Fees (Issued on Risk assessment - valid 1-3yrs)  | 137.50                   | 170.50          | 151.25                | 187.55          | 10%                      | 10%                | Vet fees                     |                |                     |   |
| Dog Day Care Renewal (Issued on Risk assessment - valid 1-3yrs)  | 126.50                   | 154.00          | 139.15                | 169.40          | 10%                      | 10%                |                              | No             |                     |   |
| Variation to Licence/re-evaluation of rating Animal Boarding, pet shops and Keeping Animals for Exhibition   | 71.50                    |                 | 78.65                 |                 | 10%                      |                    | 100                          | No             |                     |   |
| Variation to licence /re-evaluation of rating including Breeding and Riding Activity   | 71.50                    |                 | 78.65                 |                 | 10%                      |                    | 100 plus vets fees           | No             |                     |   |
| Variation to reduce/increase the licensable activities or numbers of animals   | 71.50                    |                 | 78.65                 |                 | 10%                      |                    | 100                          | No             |                     |   |
| Transfer due to death of licensee  | 71.50                    |                 | 78.65                 |                 | 10%                      |                    |                              | No             |                     |   |
| <b>Dangerous Wild Animals</b>  |                          |                 |                       |                 |                          |                    |                              |                |                     |   |
| Initial fee plus vets fees   | 220.00                   |                 | 242.00                |                 | 10%                      |                    |                              | No             |                     |   |
| Renewal plus cost of any vet's inspection  | 165.00                   |                 | 181.50                |                 | 10%                      |                    |                              | No             |                     |   |
| <b>Zoo Licensing Act 1981 (six year)</b>   |                          |                 |                       |                 |                          |                    |                              |                |                     |   |
| Grant or renewal of Licence (large premises)- plus vets fees   | 1,485.00                 |                 | 1,633.50              |                 | 10%                      |                    |                              | No             |                     |   |
| Grant or renewal of Licence (small premises)- plus vets fees   | 1,094.50                 |                 | 1,203.95              |                 | 10%                      |                    |                              | No             |                     |   |
| Transfer of Licence  | 187.00                   |                 | 205.70                |                 | 10%                      |                    |                              | No             |                     |   |
| <b>Performing Animals (Regulations) Act 1925 now superseded by Animal Welfare (Licensing of Activities involving Animals)(England) Regulations 2018 now states these have to be reregistered every 3 years</b> |                          |                 |                       |                 |                          |                    |                              |                |                     |   |
| Application for registration - plus vets fees  | 132.00                   |                 | 145.20                |                 | 10%                      |                    |                              | No             |                     |   |
| <b>Miscellaneous Provisions Act 1982 (to comply with EU Services Directive)</b>  |                          |                 |                       |                 |                          |                    |                              |                |                     |   |

| Licensing Environmental Health(AnimalWelfare)   |                          |                 |                       |                 |                          |                    |                              |                |                     |   |
|---|--------------------------|-----------------|-----------------------|-----------------|--------------------------|--------------------|------------------------------|----------------|---------------------|---|
| New Fees post Animal Welfare (Licensing of Activities involving Animals)(England) Regulations 2019                        |                          |                 |                       |                 |                          |                    |                              |                |                     |   |
|   | Application fee 20/23/24 | Grant Fee 23/24 | Application fee 24/25 | Grant Fee 24/25 | Application fee increase | Grant fee increase | Additional cost to applicant | Vatable yes/No | VAT included Yes/No | Fee setting structure (please see key on contents page) |
|   | £                        | £               | £                     | £               |                          |                    | £                            |                |                     |   |
| Sex establishments  |                          |                 |                       |                 |                          |                    |                              |                |                     |   |
| a) Annual fee   | 339.90                   |                 | 373.89                | 193.60          | 10%                      |                    |                              | No             |                     |   |
| b) Cost of Hearing  | 1,982.75                 |                 | 2181.03               | 96.80           | 10%                      |                    |                              | No             |                     |   |
| c) Renewal of license   | 339.90                   |                 | 373.89                | 193.60          | 10%                      |                    |                              | No             |                     |   |
| d) Annual enforcement and inspections   | 679.80                   |                 | 747.78                | 96.80           | 10%                      |                    |                              | No             |                     |   |
| <b>Acupuncture, tattooing, ear piercing and electrolysis licences</b>   |                          |                 |                       |                 |                          |                    |                              |                |                     |   |
| <b>Acupuncture</b>  |                          |                 |                       |                 |                          |                    |                              |                |                     |   |
| Premises Registration + one practitioner  | 176.00                   |                 | 193.60                | 187.55          | 10%                      |                    |                              | No             |                     |   |
| Additional Practitioner   | 88.00                    |                 | 96.80                 | 96.80           | 10%                      |                    |                              |                |                     |   |
| <b>Tattooing</b>  |                          |                 |                       |                 |                          |                    |                              |                |                     |   |
| Premises Registration + one practitioner  | 176.00                   |                 | 193.60                | 170.50          | 10%                      |                    |                              | No             |                     |   |
| Additional Practitioner   | 88.00                    |                 | 96.80                 | 88.00           | 10%                      |                    |                              |                |                     |   |
| <b>Electrolysis</b>   |                          |                 |                       |                 |                          |                    |                              |                |                     |   |
| Premises Registration + one practitioner  | 176.00                   |                 | 193.60                | 170.50          | 10%                      |                    |                              | No             |                     |   |
| Additional Practitioner   | 88.00                    |                 | 96.80                 | 88.00           | 10%                      |                    |                              |                |                     |   |
| <b>Cosmetic piercing and semi-permanent colouring</b>   |                          |                 |                       |                 |                          |                    |                              |                |                     |   |
| Premises Registration + one practitioner  | 170.50                   |                 | 187.55                | 170.50          | 10%                      |                    |                              | No             |                     |   |
| Additional practitioner   | 88.00                    |                 | 96.80                 | 88.00           | 10%                      |                    |                              |                |                     |   |
| Changes to registration (ear piercing only) where no visit required   | 60.50                    |                 | 66.55                 | 60.50           | 10%                      |                    |                              |                |                     |   |
| <b>Inspection of register</b>   |                          |                 |                       |                 |                          |                    |                              |                |                     |   |
| NEW Copy of register  | 44.00                    |                 | 48.40                 | 44.00           | 10%                      |                    |                              | No             |                     |   |
| NEW Copy of certificate   | 44.00                    |                 | 48.40                 | 44.00           | 10%                      |                    |                              | No             |                     |   |
| <b>Certification and removal of unfit and unsaleable food</b>   |                          |                 |                       |                 |                          |                    |                              |                |                     |   |
| Unsaleable Food Certificate (includes costs of staff attendance for 1st hour but excludes any removal and disposal costs) |                          |                 |                       |                 |                          |                    |                              |                |                     |   |
| 0800 to 1700 hrs:   |                          |                 |                       |                 |                          |                    |                              |                |                     |   |
| Certificate including one member of staff for up to one hour attendance.  | 236.50                   |                 | 260.15                | 236.50          | 10%                      |                    |                              | No             |                     |   |
| Additional hour or part thereof per person.   | 176.00                   |                 | 193.60                | 176.00          | 10%                      |                    |                              | No             |                     |   |
| 1701 to 0759 hrs:   |                          |                 |                       |                 |                          |                    |                              |                |                     |   |
| Per hour or part per member of staff.   | 198.00                   |                 | 217.80                | 198.00          | 10%                      |                    |                              | No             |                     |   |

| Property Schedule of fees                            | Charge wef<br>01/04/2023 | Proposed<br>Charge wef<br>01/04/2024 | Increase | Vatable<br>Yes/No | VAT<br>included<br>Yes/No | Fee setting structure (please<br>see key on contents page) |
|--|--------------------------|--------------------------------------|----------|-------------------|---------------------------|--|
|  | £                        | £                                    |          |                   |                           |  |
| Landlords consent administration fee                 | 275 - 495                | 275 - 495                            | 10%      | Yes               | No                        |  |
| Requests for small land purchases administration fee | 165 - 385                | 165 - 385                            | 10%      | Yes               | No                        |  |
| Wayleaves / easements administration fee             | 165 - 385                | 165 - 385                            | 10%      | Yes               | No                        |  |
| Licence application administration fee               | 165 - 385                | 165 - 385                            | 10%      | Yes               | No                        |  |
| Officer time*  | per hourly rate          | per hourly rate                      |          | Yes               | No                        |  |

\*A charge per hour will be advised upon request of work.



| Lifeline & Markets                                 | Charge wef<br>01/04/2023<br>£ | Proposed<br>Charge wef<br>01/04/2024<br>£ | Increase | Vatable<br>Yes/No | VAT<br>included<br>Yes/No | Fee setting structure (please<br>see key on contents page) |
|--|-------------------------------|---|----------|-------------------|---------------------------|--|
| <b>Canterbury Market</b>                           |                               |   |          |                   |                           |  |
| 3x3m pitch   | 49.18                         | 54.1                                      | 10%      |                   |                           |  |
| 6x3m pitch   | 73.77                         | 81.15                                     | 10%      |                   |                           |  |
|  |                               |   |          |                   |                           |  |
| <b>Herne Bay Market</b>                            |                               |   |          |                   |                           |  |
| Main period  | 35.00                         | 38.50                                     | 10%      | No                |                           |  |
| Kippur period                                      | 15.15                         | 16.66                                     | 10%      | No                |                           |  |
|  |                               |   |          |                   |                           |  |
|  |                               |   |          |                   |                           |  |
| <b>All traders</b>                                 |                               |   |          |                   |                           |  |
| Hire of a 3m (single frontage) gazebo for a day    | 13.80                         | 15.00                                     | 9%       |                   |                           |  |
| NEW Use of electrical socket for non market events | 6.00                          | 7.00                                      | 17%      |                   |                           |  |
| Use of electrical socket for a day - markets       | 1.80                          | 2.00                                      | 11%      |                   |                           |  |
|  |                               |   |          |                   |                           |  |
| <b>Lifeline charges</b>                            |                               |   |          |                   |                           |  |
| Individual quarterly fee                           | 46.74                         | 50.01                                     | 7%       | Yes               | No                        |  |
| Block purchase annual fee                          | 162.84                        | 174.24                                    | 7%       | Yes               | No                        |  |
| Additional Pendant                                 | 15.45                         | 16.53                                     | 7%       | Yes               | No                        |  |
| Safe Sockets                                       | 26.50                         | 28.36                                     | 7%       | Yes               | No                        |  |
| Lost Pendant                                       | 53.00                         | 56.71                                     | 7%       | Yes               | No                        |  |
| GSM Lifeline quarterly fee                         | 84.15                         | 90.04                                     | 7%       | Yes               | No                        |  |
| Falls Detector                                     | 19.10                         | 20.44                                     | 7%       | Yes               | No                        |  |
| Smoke Detector                                     | 13.80                         | 14.77                                     | 7%       | Yes               | No                        |  |

| Waste Services   | Charge wef<br>01/04/2023 | Proposed<br>Charge wef<br>01/04/2024 | Increase | Vatable<br>Yes/No | VAT<br>included<br>Yes/No | Fee setting structure (please<br>see key on contents page) |
|--|--------------------------|--------------------------------------|----------|-------------------|---------------------------|--|
|  | £                        | £                                    |          |                   |                           |  |
| <b>Clinical sacks price per roll (inc delivery)</b>  |                          |                                      |          |                   |                           |  |
| Tiger stripe clinical waste sacks per roll household, means tested benefit and pension credit (registered properties only) | Free                     | Free                                 | 0%       |                   | N/A                       |  |
| Infectious clinical waste orange sacks per roll domestic (registered properties only)                                      | Free                     | Free                                 | 0%       |                   | N/A                       |  |
| <b>Additional Purple Sacks</b>   |                          |                                      |          |                   |                           |  |
| Purple sacks (additional to sack deliveries, delivered) per roll*  | 23.30                    | 25.63                                | 10%      | Yes               | Yes                       |  |
| *We reserve the right to increase the costs based on cost recovery of the cost per additional roll                         |                          |                                      |          |                   |                           |  |
| <b>Clinical sharps waste boxes</b>   |                          |                                      |          |                   |                           |  |
| Yellow Sharps Box domestic (registered properties only)  | Free                     | Free                                 | 0%       | Yes               | Yes                       |  |
| Purple Cytotoxic Box domestic (registered properties only)   | Free                     | Free                                 | 0%       | Yes               | Yes                       |  |
| <b>Dogs</b>  |                          |                                      |          |                   |                           |  |
| Recovery of stray dogs Fine ( plus kennel fees to be paid on top)  | 25.00                    | 25.00                                | 0%       | No                |                           |  |
| <b>Shopping Trolleys per trolley</b>   |                          |                                      |          |                   |                           |  |
| Collected before six weeks   | 90.00                    | 99.00                                | 10%      | Yes               | Yes                       |  |
| Scrapped after six weeks   | 160.00                   | 176.00                               | 10%      | Yes               | Yes                       |  |
| <b>Bins</b>  |                          |                                      |          |                   |                           |  |
| Domestic landfill bin 180 litre*   | 57.00                    | 62.70                                | 10%      | Yes               | Yes                       |  |
| Domestic landfill bin 140 litre*   | 49.00                    | 53.90                                | 10%      | Yes               | Yes                       |  |
| Garden waste bin 240 Litre*  | 63.00                    | 69.30                                | 10%      | Yes               | Yes                       |  |
| Garden waste bin 140 Litre*  | 49.20                    | 54.12                                | 10%      | Yes               | Yes                       |  |
| Recycling blue bin 240 Litre*  | 63.00                    | 69.30                                | 10%      | Yes               | Yes                       |  |
| Recycling blue bin 360 Litre*  | 77.60                    | 85.36                                | 10%      | Yes               | Yes                       |  |
| Recycling red bin 180 Litre*   | 56.50                    | 62.15                                | 10%      | Yes               | Yes                       |  |
| Recycling red bin 360 Litre*   | 77.60                    | 85.36                                | 10%      | Yes               | Yes                       |  |

| Waste Services   | Charge wef<br>01/04/2023<br>£ | Proposed<br>Charge wef<br>01/04/2024<br>£ | Increase | Vatable<br>Yes/No | VAT<br>included<br>Yes/No | Fee setting structure (please<br>see key on contents page) |
|--|-------------------------------|---|----------|-------------------|---------------------------|--|
| Recycling blue box 55 Litre*   | 12.60                         | 13.86                                     | 10%      | Yes               | Yes                       |  |
| Recycling red box 55 Litre*  | 12.60                         | 13.86                                     | 10%      | Yes               | Yes                       |  |
| Kitchen Caddy 23 Litre*  | 12.50                         | 13.75                                     | 10%      | Yes               | Yes                       |  |
| Kitchen Caddy 5 Litre*   | 9.20                          | 10.12                                     | 10%      | Yes               | Yes                       |  |
| Metal bin 1100 Litre*  | 502.50                        | 552.75                                    | 10%      |                   |                           |  |
| Plastic bin 1100 litre*  | 379.90                        | 417.89                                    | 10%      |                   |                           |  |
| *We reserve the right to increase the costs based on cost recovery of the cost per bin |                               |   |          |                   |                           |  |
| Exchange to a larger container is the cost of that larger container*                   |                               |   |          |                   |                           |  |
| Exchange any container to a smaller container*   | Free                          | Free                                      | 0%       | Yes               | Yes                       |  |
| Collect any unwanted containers  | 6.10                          | 6.71                                      | 10%      | Yes               | Yes                       |  |
| Returned bin left on pavement  | 16.70                         | 18.37                                     | 10%      | Yes               | Yes                       |  |
| Various discounted schemes may apply as approved by Council                            |                               |   |          |                   |                           |  |
| <b>Bulky Waste (VAT not applicable)</b>  |                               |   |          |                   |                           |  |
| Each household item*   | 19.60                         | 21.56                                     | 10%      | No                |                           |  |
| Collection of fridge/freezer (each)  | 37.80                         | 41.58                                     | 10%      | No                |                           |  |
| collection of TV   | 37.80                         | 41.58                                     | 10%      | No                |                           |  |
| Quoted collections (not bulky waste standard items)                                    | Quote                         | Quote                                     |          | No                |                           |  |
| Named day collection fee (due in addition to item collection fee).                     | 30.40                         | 33.44                                     | 10%      | No                |                           |  |
| Rebooking Fee  | 9.50                          | 10.45                                     | 10%      | No                |                           |  |
| * 33% reduction to those on means tested benefits and pension credit                   |                               |   |          |                   |                           |  |
| <b>Garden Waste collection</b>   |                               |   |          |                   |                           |  |
| First bin  | 52.00                         | 57.20                                     | 10%      | No                |                           |  |
| Subsequent bins  | 41.00                         | 45.10                                     | 10%      | No                |                           |  |

| Cemeteries   | Charge wef<br>01/04/2023<br>£ | Proposed<br>Charge wef<br>01/04/2024<br>£ | Increase | Vatable<br>Yes/No | VAT<br>included<br>Yes/No | Fee setting structure (please<br>see key on contents page) |
|--|-------------------------------|---|----------|-------------------|---------------------------|--|
| <b>Interment – payable in advance except *</b>   |                               |   |          |                   |                           |  |
| Unless clients wish to select a grave, the council allocates graves in rotation. Re-opened graves will be prepared to the maximum available depth. A surcharge fee will be levied for new single depth graves. The charges below are for the interment in a single space grave of the body of a person whose age at the date of death exceeded 18 years. |                               |   |          |                   |                           |  |
| a) Two interments, second interment fee  | 415.00                        | 456.50                                    | 10%      | No                |                           |  |
| b) Triple depth (re-opening/new only when maximum depth unavailable)   | 1,004.00                      | 1,104.40                                  | 10%      | No                |                           |  |
| c) Double depth (re-opening/new only when maximum depth unavailable)   | 861.00                        | 947.10                                    | 10%      | No                |                           |  |
| d) Single depth (re-opening only when deeper depth unavailable)  | 716.00                        | 787.60                                    | 10%      | No                |                           |  |
| For an interment where the deceased exceeded three months but not two years (at single depth in half grave space).   | Free                          | Free                                      | 0%       | No                |                           |  |
| Child interment under the age of five (single depth in a half grave space)   | Free                          | Free                                      | 0%       |                   |                           |  |
| Child interment from age five to under the age of 18 (at single depth)   | Free                          | Free                                      | 0%       | No                |                           |  |
| If a deeper 'family' grave is required, standard charges will apply.   | N/A                           | N/A                                       | 0%       | No                |                           |  |
| For an interment where the deceased did not exceed three months (including stillbirths and fetuses).   | Free                          | Free                                      | 0%       | No                |                           |  |
| Additional fee for new graves selected out of rotation.  | N/A                           | N/A                                       | 0%       | No                |                           |  |
| The above includes use of grass matting, use of bearer poles and putlogs. A bier is available for use at Canterbury City Cemetery.   |                               |   |          |                   |                           |  |
| * Surcharges for funeral corteges arriving late for services (20 minutes or any part thereof).   | N/A                           | N/A                                       | 0%       | No                |                           |  |
| <b>Green Burial Fees</b>   |                               |   |          |                   |                           |  |
| Green burial as per a) to e) above (additional hand dig fee) plus  | 487.00                        | 535.70                                    | 10%      | No                |                           |  |
| Hand dig a double depth grave  | 1,020.00                      | 1,122.00                                  | 10%      | No                |                           |  |
| <b>Cremated Remains</b>  |                               |   |          |                   |                           |  |

| Cemeteries  | Charge wef<br>01/04/2023<br>£ | Proposed<br>Charge wef<br>01/04/2024<br>£ | Increase | Vatable<br>Yes/No | VAT<br>included<br>Yes/No | Fee setting structure (please<br>see key on contents page) |
|---|-------------------------------|---|----------|-------------------|---------------------------|--|
| Interment fee for burial of small urn or wooden casket or loose cremated remains at double or single depth:   | 0.00                          | 0.00                                      |          |                   |                           |  |
| a) in a half or full grave space in the cemetery  | 189.00                        | 207.90                                    | 10%      | No                |                           |  |
| b) in a cremation plot within the lawns of the Gardens of Remembrance   | 189.00                        | 207.90                                    | 10%      | No                |                           |  |
| c) strewn in 'Woodland Glades'  | 189.00                        | 207.90                                    | 10%      | No                |                           |  |
| d) cremated remains of baby and children under the age of 18  | Free                          | Free                                      | Free     | No                |                           |  |
| <b>Exclusive Rights of Burial – payable in advance</b>  |                               |   |          |                   |                           |  |
| In earthen graves for the exclusive right of burial for a period of 50 years:   |                               |   |          |                   |                           |  |
| a) in a single grave space 9' x 4' allocated by the council (including Green Burial reservations)   | 1,088.00                      | 1,196.80                                  | 10%      | No                |                           |  |
| b) in a single grave space 4'6" x 4' allocated by the council for cremated remains  | 544.00                        | 598.40                                    | 10%      | No                |                           |  |
| c) in a single grave space 4'6" x 4' allocated by the council for a baby  | 272.00                        | 299.20                                    | 10%      | No                |                           |  |
| Non Parishioners to pay double purchase fees.   |                               |   |          | No                |                           |  |
| Additional fee for new graves selected out of rotation (including advance purchases)  | N/A                           | N/A                                       | 0%       | No                |                           |  |
| Exclusive right of burial in a cremation plot within the lawns of the Garden of Remembrance for a period of 20 years, renewable (for a maximum of two interments) | 138.00                        | 151.80                                    | 10%      | No                |                           |  |
| <b>Memorials – payable in advance</b>   |                               |   |          |                   |                           |  |
| For a permit to erect and maintain on a grave in the Cemetery.  |                               |   |          |                   |                           |  |
| 5.1 - Headstone within permitted dimensions not exceeding four feet in height   | 189.00                        | 207.90                                    | 10%      | No                |                           |  |
| 5.2 - Detached and additional vase blocks and tablets   | 127.00                        | 139.70                                    | 10%      | No                |                           |  |
| 5.3 - On each single grave space a full memorial  | 601.00                        | 601.00                                    | 0%       | No                |                           |  |

| Cemeteries   | Charge wef<br>01/04/2023<br>£ | Proposed<br>Charge wef<br>01/04/2024<br>£ | Increase | Vatable<br>Yes/No | VAT<br>included<br>Yes/No | Fee setting structure (please<br>see key on contents page) |
|--|-------------------------------|---|----------|-------------------|---------------------------|--|
| 5.4 - On each single grave space a kerb surround only  | 482.00                        | 482.00                                    | 0%       | No                |                           |  |
| 5.6 - Chippings and/or cover – adult grave   | 103.00                        | 113.30                                    | 10%      | No                |                           |  |
| 5.7 - On a half grave space for an infant, a full memorial   | 204.00                        | 224.40                                    | 10%      | No                |                           |  |
| 5.8 On a half grave space for cremated remains, a full memorial  | 320.00                        | 352.00                                    | 10%      | No                |                           |  |
| The fees indicated at items 5.1 to 5.8 include the first inscription.<br>For each inscription after the first the charge is, including VAT:                | 118.00                        | 129.80                                    | 10%      | Yes               | Yes                       |  |
| No fee for 'replacement memorials' except where 'additional work'<br>is involved when the relevant fee applies.  | 0.00                          | 0.00                                      |          |                   |                           |  |
| 5.9 – Laying down unsafe Memorial  | 126.00                        | 138.60                                    | 10%      | No                |                           |  |
| 5.10 – Seat and Plaque: For supply, placement/fixing of plaque<br>(not exceeding 9" x 2.5") and seat in the Cemetery or Gardens of<br>Remembrance.         | 0.00                          | 0.00                                      |          |                   |                           |  |
| a) Provision of new seat and plaque Grant of Right   | 1,926.00                      | 1,926.00                                  | 0%       | No                |                           |  |
| b) 'Refurbished' seat and plaque Grant of Right  | 872.00                        | 959.20                                    | 10%      | No                |                           |  |
| c) Additional plaque   | 320.00                        | 352.00                                    | 10%      | No                |                           |  |
| d) Rustic Bench  | N/A                           | N/A                                       |          | No                |                           |  |
| e) The Herne Bench   | 1,110.00                      | 1,221.00                                  | 10%      | No                |                           |  |
| 5.11 – Tree Dedication memorial scheme – 20 year term (renewal<br>at half the future fee)  | 544.00                        | 598.40                                    | 10%      | No                |                           |  |
| 5.12 Wooden markers for graves   | 72.00                         | 79.20                                     | 10%      |                   |                           |  |
| <b>Cemetery Chapel – payable in advance</b>  |                               |   |          |                   |                           |  |
| Hire of Chapel (including music playing facility upon request, in<br>advance, only), 30 minute Funeral Service (additional time at<br>proportional rates). | 190.00                        | 209.00                                    | 10%      | No                |                           |  |
| Hire of Chapel (non-Funeral) per hour.   | 227.00                        | 250.00                                    | 10%      | No                |                           |  |
| <b>Surcharges – payable in advance</b>   |                               |   |          |                   |                           |  |
| For interments and use of Chapel on Saturdays (subject to<br>permission) Double fees   |                               |   |          |                   |                           |  |
| <b>Register search fees and certificates – payable in advance</b>  |                               |   |          |                   |                           |  |

| Cemeteries  | Charge wef<br>01/04/2023<br>£ | Proposed<br>Charge wef<br>01/04/2024<br>£ | Increase | Vatable<br>Yes/No | VAT<br>included<br>Yes/No | Fee setting structure (please<br>see key on contents page) |
|---|-------------------------------|---|----------|-------------------|---------------------------|--|
| Search fees are only to be charged where the search of the records is not part of an application for interment. |                               |   |          |                   |                           |  |
| a) Search of register per search: per name  | 48.00                         | 53.00                                     | 10%      | No                |                           |  |
| b) Certified copy of entry in Register  | 39.00                         | 43.00                                     | 10%      | No                |                           |  |
| c) Copy of Deed of Grant of Exclusive Right of Burial   | 34.00                         | 40.00                                     | 18%      | No                |                           |  |
| d) Transfer of ownership Deed of Grant – with Probate   | 100.00                        | 110.00                                    | 10%      | No                |                           |  |
| e) Transfer of ownership Deed of Grant – Statutory Declaration  | 100.00                        | 110.00                                    | 10%      | No                |                           |  |
| f) Copy of Cemetery Grave location plan – per grave   | 28.00                         | 30.00                                     | 7%       | No                |                           |  |
| <b>Garden of Remembrance – payable in advance</b>   |                               |   |          |                   |                           |  |
| Renewal fee with existing tablet for ten years  | 598.00                        | 658.00                                    | 10%      | No                |                           |  |
| <b>Metal Memorial Plaques:</b>  |                               |   |          |                   |                           |  |
| a) Single Plaque on Memorial Wall   | 349.00                        | 385.00                                    | 10%      | No                |                           |  |
| Grant/Renewal of Right for ten years  | 261.00                        | 288.00                                    | 10%      | No                |                           |  |
| b) Double Plaque on Memorial Wall   | 550.00                        | 605.00                                    | 10%      | No                |                           |  |
| Grant/Renewal of Right for ten years  | 441.00                        | 485.00                                    | 10%      | No                |                           |  |
| <b>Leather Memorial Plaques in the Canterbury Cemetery Chapel of Remembrance (ten year lease renewable)</b>     | 224.00                        | 246.00                                    | 10%      | No                |                           |  |
| Remembrance and Commemorative Posies/Vases: Per two year lease per vase, including Plaque.                      | 109.00                        | 120.00                                    | 10%      | No                |                           |  |
| <b>Granite Wall tablets</b>   |                               |   |          |                   |                           |  |
| The Herne Tablet – per ten year lease   | 642.00                        | 705.00                                    | 10%      | No                |                           |  |
| Renewal of lease – ten years  | 422.00                        | 464.00                                    | 10%      | No                |                           |  |
| <b>Entries in Book of Remembrance and Memorial Cards</b>  |                               |   |          |                   |                           |  |
| <b>Book entries</b>   |                               |   |          |                   |                           |  |
| - not exceeding two lines   | 102.00                        | 112.00                                    | 10%      | Yes               | Yes                       |  |
| - three to five lines   | 159.00                        | 175.00                                    | 10%      | Yes               | Yes                       |  |
| - special crests etc  | 85.00                         | 93.00                                     | 9%       | Yes               | Yes                       |  |

| Cemeteries   | Charge wef<br>01/04/2023<br>£ | Proposed<br>Charge wef<br>01/04/2024<br>£ | Increase | Vatable<br>Yes/No | VAT<br>included<br>Yes/No | Fee setting structure (please<br>see key on contents page) |
|--|-------------------------------|---|----------|-------------------|---------------------------|--|
| <b>Memorial Cards:</b>   |                               |   |          |                   |                           |  |
| - not exceeding two lines  | 57.00                         | 62.00                                     | 9%       | Yes               | Yes                       |  |
| - three to five lines  | 91.00                         | 100.00                                    | 10%      | Yes               | Yes                       |  |
| - special crests   | 86.00                         | 95.00                                     | 10%      | Yes               | Yes                       |  |
| <b>Baby in hand/baby in shell (ten year lease/renewable)</b>   |                               |   |          |                   |                           |  |
| Small  | 182.00                        | 182.00                                    | 0%       | No                |                           |  |
| Small – renewal  | 153.00                        | 153.00                                    | 0%       | No                |                           |  |
| Medium   | 227.00                        | 227.00                                    | 0%       | No                |                           |  |
| Medium – renewal   | 181.00                        | 181.00                                    | 0%       | No                |                           |  |
| Large  | 305.00                        | 305.00                                    | 0%       | No                |                           |  |
| Large – renewal  | 254.00                        | 254.00                                    | 0%       | No                |                           |  |
| <b>Exhumations - Cemeteries Service</b>  |                               |   |          |                   |                           |  |
| Exhumation service fee (includes up to 10 hours of Registrar time and Environmental Health Officer time and ancillary costs) | 3,660.00                      | 3,843.00                                  | 5%       | No                |                           |  |
| Hourly rate for additional Registrar and Environmental Health Officer time   | 112.00                        | 118.00                                    | 5%       | No                |                           |  |
| Exhumation service fee ashes (includes registrar time only)  | 1,105.00                      | 1,105.00                                  | 0%       | No                |                           |  |
| Pond Plaque - 10 year lease  | New                           | 605.00                                    |          |                   |                           |  |
| Grave Lease Renewal (10% of EROB Cost)   | New                           | 119.00                                    |          |                   |                           |  |



| Houses in Multiple Occupation (HMO)   | Charge wef<br>01/04/2023<br>£ | Proposed<br>Charge wef<br>01/04/2024<br>£ | Increase | Vatable<br>Yes/No | VAT<br>included<br>Yes/No | Fee setting structure (please<br>see key on contents page) |
|---|-------------------------------|---|----------|-------------------|---------------------------|--|
| NEW - Standard HMO Licence Fee (2-5 units)  | 1,310.20                      | 1,441.22                                  | 10%      |                   |                           |  |
| NEW - HMO Per Additional Unit (above 5)   | 75.74                         | 83.31                                     | 10%      |                   |                           |  |
| New HMO withdrawal fee (due to be retained once license has been proposed)  | 655.10                        | 720.61                                    | 10%      |                   |                           |  |
| <b>Disabled Facilities Grant Agency Fee (plus 10% of cost of works) Extending service to self funding clients</b> | 632.50                        | 695.75                                    | 10%      |                   | No                        |  |
| DFG cancellation Fee  | 632.50                        | 695.75                                    | 10%      |                   |                           |  |
| VAT payable on a small number of cases depending on the description of work                                       |                               |   |          |                   |                           |  |
| <b>Caravan Fees( residential sites Mobile Homes Act 2013)</b>   |                               |   |          |                   |                           |  |
| NEW - New Application for Site Licence (Sites up to 3 Units)  | 189.90                        | 208.89                                    | 10%      |                   |                           |  |
| NEW - New Application for Site Licence - Additional Cost (per pitch over 3)                                       | 20.40                         | 22.44                                     | 10%      |                   |                           |  |
| Inspection Fee 1 - 5 pitches flat fee   | 107.60                        | 118.36                                    | 10%      |                   |                           |  |
| Inspection Fee 6-30 pitches flat fee  | 153.00                        | 168.30                                    | 10%      |                   |                           |  |
| Inspection Fee 31-100 pitches flat fee  | 396.60                        | 436.26                                    | 10%      |                   |                           |  |
| Inspection Fee 101 or more pitches flat fee   | 2,243.30                      | 2,467.63                                  | 10%      |                   |                           |  |
| Transfer of site licence ( per licence)   | 260.60                        | 286.66                                    | 10%      |                   |                           |  |
| NEW - Variation of site licence, including expansion of site  | 61.10                         | 67.21                                     | 10%      |                   |                           |  |
| NEW - Variation of site licence per pitch (including expansion of site)   | 21.60                         | 23.76                                     | 10%      |                   |                           |  |
| Service of compliance notices   | 499.30                        | 549.23                                    | 10%      |                   |                           |  |
| Depositing of site licence with Local Authority   | 172.40                        | 189.64                                    | 10%      |                   |                           |  |
| <b>Enforcement charges</b>  |                               |   |          |                   |                           |  |

| Houses in Multiple Occupation (HMO)  | Charge wef<br>01/04/2023<br>£ | Proposed<br>Charge wef<br>01/04/2024<br>£ | Increase | Vatable<br>Yes/No | VAT<br>included<br>Yes/No | Fee setting structure (please<br>see key on contents page) |
|--|-------------------------------|---|----------|-------------------|---------------------------|--|
| Improvement Notices (to be waived if notice complied with)   | 469.30                        | 516.23                                    | 10%      |                   |                           |  |
| Improvement Notices served in respect of Licensable HMO's (No waiver)  | 465.70                        | 512.27                                    | 10%      |                   |                           |  |
| Penalty Charge Notices The Redress Schemes for lettings Agency work and Property management Work (Requirement to Belong to a Scheme etc.) (England) Order 2014 | 0-5,000                       | 0-5,000                                   | 0%       |                   |                           |  |
| Penalty Charge Notices The Smoke and Carbon Monoxide Alarm (England) Regulations 2015  | up to 5,000                   | up to 5,000                               | 0%       |                   |                           |  |
| Civil Penalties under the Housing and Planning Act 2016  | 50-50,000                     | 50-50,000                                 | 0%       |                   |                           |  |
| <b>Immigration visit/inspection</b>  |                               |   |          |                   |                           |  |
| inspection and report/letter   | 175.60                        | 193.16                                    | 10%      |                   |                           |  |
| <b>Social Letting Agency</b>   |                               |   |          |                   |                           |  |
| Tenant Find  | 8%                            | 8%  | 0%       |                   | Yes                       |  |
| Full Management  | 10%                           | 10%                                       | 0%       |                   | Yes                       |  |
| Full Management (With Guaranteed Rent)   | 12%                           | 12%                                       | 0%       |                   | Yes                       |  |

| Street Naming  | Charge wef<br>01/04/2023<br>£ | Proposed<br>Charge wef<br>01/04/2024<br>£ | Increase | Vatable<br>Yes/No | VAT<br>included<br>Yes/No | Fee setting structure (please<br>see key on contents page) |
|--|-------------------------------|---|----------|-------------------|---------------------------|--|
|  |                               |   |          |                   |                           |  |
|  |                               |   |          |                   |                           |  |
| New Development of 1 unit  | 163.97                        | 180.36                                    | 10%      | No                |                           |  |
| New Development of 2-10 units  | 311.59                        | 342.74                                    | 10%      | No                |                           |  |
| New Development of 11-50 units   | 413.12                        | 454.43                                    | 10%      | No                |                           |  |
| New Development of 51-100 units  | 606.28                        | 666.90                                    | 10%      | No                |                           |  |
| New Development of 100+ units  | 867.08                        | 953.78                                    | 10%      | No                |                           |  |
| For every further 100 units  | 867.08                        | 953.78                                    | 10%      | No                |                           |  |
| Naming of a new building or block of flats   | 152.88                        | 168.17                                    | 10%      | No                |                           |  |
| New Postal Address for an individual property  | 152.88                        | 168.17                                    | 10%      | No                |                           |  |
| Change to New Address (due to development change after<br>schedule has been issued) per unit | 18.67                         | 20.53                                     | 10%      | No                |                           |  |
| Research archive for historical information  | 159.87                        | 175.86                                    | 10%      | No                |                           |  |
| New Road/Street Name   | 577.08                        | 634.79                                    | 10%      |                   |                           |  |
| Changing a road/street name  | 1,029.28                      | 1,132.21                                  | 10%      |                   |                           |  |
| Unaming of a property (NEW for 2020)   | 85.78                         | 94.36                                     | 10%      |                   |                           |  |
| Extending a boundary of a road (NEW for 2020)  | 87.53                         | 96.28                                     | 10%      |                   |                           |  |

| Food Hygiene Training |  | Charge wef<br>01/04/2023 | Proposed<br>Charge wef<br>01/04/2024 | Increase | Vatable<br>Yes/No | VAT<br>included<br>Yes/No | Fee setting structure (please<br>see key on contents page) |
|-----------------------|--|--------------------------|--------------------------------------|----------|-------------------|---------------------------|--|
|                       |  | £                        | £                                    |          |                   |                           |  |
| Level 1 Course        |  | 55.00                    | 60.50                                | 10%      |                   | Yes                       |  |
| Level 2 Course        |  | 72.60                    | 79.86                                | 10%      |                   | Yes                       |  |
| Level 2 Refresher     |  | 55.00                    | 60.50                                | 10%      |                   | Yes                       |  |

| Contaminated Land Searches   | Charge wef<br>01/04/2023 | Proposed<br>Charge wef<br>01/04/2024 | Increase | Vatable<br>Yes/No | VAT<br>included<br>Yes/No | Fee setting structure (please<br>see key on contents page) |
|--|--------------------------|--------------------------------------|----------|-------------------|---------------------------|--|
|  | £                        | £                                    |          |                   |                           |  |
| Residential Premises *   | 88.00                    | 96.80                                | 10%      |                   | Yes                       |  |
| Commercial Premises (premises requiring information over 250m<br>radius of the site will incur an additional fee of £40) * | 121.00                   | 133.10                               | 10%      |                   | Yes                       |  |
| Additional fee for response within 2 working days of payment   | 38.50                    | 42.35                                | 10%      |                   | Yes                       |  |

\* Normal response time is within 5 working days of receipt of payment

| Food Business   | Charge wef<br>01/04/2023<br>£ | Proposed<br>Charge wef<br>01/04/2024<br>£ | Increase | Vatable<br>Yes/No | VAT<br>included<br>Yes/No | Fee setting structure (please<br>see key on contents page) |
|---|-------------------------------|---|----------|-------------------|---------------------------|--|
| <b>Request for re-score visit to food premises</b>  |                               |   |          |                   |                           |  |
| Inspection/re-score visit (up to 2.5 hour) and formal report  | 176.00                        | 193.60                                    | 10%      | Yes               | Yes                       |  |
| <b>Food business advice and certification service (non statutory) - provision of export health certificats (EHCs)</b> |                               |   |          |                   |                           |  |
| per/hour (minimum charge of 1 hour) and additional hours to issue<br>export health certificates                       | 66.00                         | 72.60                                     | 10%      | Yes               | Yes                       |  |
| Issuue of export helath certificate (includes upto 1 hours<br>attendance by certifying officer)                       | 129.20                        | 142.12                                    | 10%      | Yes               | Yes                       |  |
| <b>Primary Authority charges</b>  |                               |   |          |                   |                           |  |
| Initial set up fee  | 696.80                        | 766.48                                    | 10%      | Yes               | No                        |  |
| Annual renewal fee  | 209.60                        | 230.56                                    | 10%      | Yes               | No                        |  |
| Hourly rate for advice/consultation either as part of or in addition to<br>the contract                               | 58.90                         | 64.79                                     | 10%      | Yes               | No                        |  |

| Housing   | Charge wef 01/04/2023   | Proposed Charge wef 01/04/2024  | Increase | Vatable Yes/No | VAT included Yes/No | Fee setting structure (please see key on contents page) |
|---|---|---|----------|----------------|---------------------|---|
| £   |   |   |          |                |                     |   |
| <b>Storage Of Belongings</b>  |   |   |          |                |                     |   |
| Weekly liability for those in receipt of benefits   | 15.50   | 15.50   | 0%       |                |                     |   |
| Weekly liability for working applicants   | 35.50   | 35.50   | 0%       |                |                     |   |
| <b>Removal Of Belongings (Through use of professional service)</b>                                |   |   |          |                |                     |   |
| Liability for those in receipt of benefits  | 15% Of Total Costs  | 15% Of Total Costs  | 0%       |                |                     |   |
| Liability for those working but in receipt of partial benefits i.e Working Tax Credit             | 30% Of Total Costs  | 30% Of Total Costs  | 0%       |                |                     |   |
| Liability for working applicants with no eligibility for benefits                                 | 100% Of Total Costs   | 100% Of Total Costs   | N/A      |                |                     |   |
| <b>Temporary Accommodation (Nightly Paid Not Owned By The Local Authority)</b>                    |   |   |          |                |                     |   |
| 175   | Housing Benefit Will be claimed at the rate of 90% of size of property and district | Housing Benefit Will be claimed at the rate of 90% Of relevant LHA Rate For Size Of Property and District | n/a      |                |                     |   |
| Weekly liability for those in receipt of full Housing Benefit benefits                            |   |   |          |                |                     |   |
| Nightly Liability for those placed in Bed and Breakfast Accommodation (Applies To All Applicants) |   | 3.50  |          |                |                     |   |
| Weekly liability for those not entitled to full housing benefit                                   | 90% Of relevant LHA Rate For Size Of Property and District                          | 90% Of relevant LHA Rate For Size Of Property and District  |          |                |                     |   |
| Weekly liability for working applicants with no eligibility for housing benefit                   | 90% Of relevant LHA Rate For Size Of Property and District                          | 90% Of relevant LHA Rate For Size Of Property and District  |          |                |                     |   |
| <b>Temporary Accommodation Units (Owned By Local Authority)</b>                                   | Rent equal to normal rent for the property unit.                                    | Rent equal to normal rent for the property unit.  |          |                |                     |   |
| Increase in storage of belongings cost are in line with inflation                                 |   |   |          |                |                     |   |
| <b>Sheltered Housing</b>  |   |   |          |                |                     |   |
| <b>HRA Fees</b>   |   |   |          |                |                     |   |

| Housing  | Charge wef 01/04/2023 | Proposed Charge wef 01/04/2024 | Increase | Vatable Yes/No | VAT included Yes/No | Fee setting structure (please see key on contents page) |
|--|-----------------------|--------------------------------|----------|----------------|---------------------|---|
|  | £                     |                                |          |                |                     |   |
| <b>Guest Rooms to include cost of laundry and staff time</b> | £25 per night         | £25 per night                  | 0%       |                | No                  |   |
| Lounge room hire   | £26 per day           | £26 per day                    | 0%       |                | No                  |   |
| Hairdressing rooms   | 10                    | 10                             | NEW      |                | No                  |   |



| Reserve Balances<br>Summary     |                     |                  |             |                  | Appendix 4          |                  |                  |                     |
|---------------------------------|---------------------|------------------|-------------|------------------|---------------------|------------------|------------------|---------------------|
|                                 | Balance<br>31/3/23  | Exp              | Transfers   | Income           | Balance<br>31/3/24  | Exp              | Income           | Balance<br>31/3/25  |
| General Fund Working balance    | (2,051,979)         | 200,000          | (1,057,000) | (200,000)        | (3,108,979)         | 200,000          | (200,000)        | (3,108,979)         |
| Budget Stabilisation reserve    | (13,714,586)        | 406,000          | 8,413,232   | 0                | (4,895,354)         | 478,000          | 0                | (4,417,354)         |
| Buildings Maintenance reserve   | (1,032,181)         | 0                | (250,000)   | 0                | (1,282,181)         | 0                | (10,500)         | (1,292,681)         |
| Carry Forward reserve           | (1,684,283)         | 1,684,283        | 0           | 0                | 0                   | 0                | 0                | 0                   |
| Commercial Property reserve     | (1,502,328)         | 500,000          | (2,000,000) | 0                | (3,002,328)         | 500,000          | 0                | (2,502,328)         |
| Computer/Equipment reserve      | (141,666)           | 0                | (150,000)   | (45,645)         | (337,311)           | 200,000          | (45,645)         | (182,956)           |
| Elections reserve               | (203,695)           | 200,000          | (150,000)   | (29,321)         | (183,016)           | 0                | (29,321)         | (212,337)           |
| Insurance reserve               | (1,011,753)         | 45,500           | (50,000)    | 0                | (1,016,253)         | 45,500           | 0                | (970,753)           |
| NDR smoothing reserve           | (3,371,057)         | 0                | (2,087,202) | 0                | (5,458,259)         | 0                | 0                | (5,458,259)         |
| NDR preceptors reserve*         | (5,466,100)         | 5,466,100        | 0           | 0                | 0                   | 0                | 0                | 0                   |
| Local Plan reserve              | (141,883)           | 100,000          | (110,000)   | 0                | (151,883)           | 50,000           | 0                | (101,883)           |
| Open spaces maintenance reserve | (781,787)           | 4,400            | 0           | 0                | (777,387)           | 4,400            | 0                | (772,987)           |
| Other Gen Fund reserves         | (5,184,793)         |                  | (2,559,030) | 0                | (7,743,823)         | 200,000          | (166,340)        | (7,710,163)         |
| <b>Grand Total</b>              | <b>(36,288,090)</b> | <b>8,606,283</b> | <b>0</b>    | <b>(274,966)</b> | <b>(27,956,774)</b> | <b>1,677,900</b> | <b>(451,806)</b> | <b>(26,730,680)</b> |

\* This is a reserve held for timing differences and is owed to preceptors

## Risks for 2024/25 budget

## Appendix 5

| Item                                   | Value 2023/24   | Risks and opportunities 2024/25   | Future years   |
|--|---|---|--|
| <b>Revenue Income</b><br>Council Tax   | £12.2m  | The council tax collection rate is expected to be close to target for the current year: <ul style="list-style-type: none"> <li>• in year collection is slightly below target (0.17%) as at the end of August; and</li> <li>• the number of residents on council tax support is broadly in line with the previous year.</li> </ul> For 24/25, collection rates will depend on the economic climate and the significant pressures on household budgets. | Council tax referendum rules will limit the Council's ability to use council tax increases as a solution to balancing the budget. The government announces the referendum rules annually so it is not possible to forecast their impact on future years.<br><br>The cost of living crisis is expected to continue to have an impact on collection rates in future years.   |
| Formula grant including Business Rates | £2.3m<br>Revenue Support Grant (RSG) and balancing grant<br>£4.9m<br>Business Rates baseline<br>£1m Business rates growth | For RSG is fixed, but for business rates the Council shares the risk/rewards of rates and its income will depend on how the business rates base and collection rates vary during year, and the success of outstanding appeals.<br><br>Government proposals for RSG are due to be announced just before Christmas, so the assumptions in the budget papers will be updated for the February report.  | A spending review is underway that will determine the share of government funding that will be allocated to local government. There is also a fair funding review underway that will determine how local government's share of central funding is allocated between different types of councils.<br><br>There are no indications yet about the potential outcomes of these reviews or when they might be announced.<br><br>The business rates system is also being reset; the implications for the Council are not yet apparent. |
| New Homes Bonus (NHB)                  | £0.3m   | It is expected that the payment made in 2023/34 will continue into 2024/25, but this will not be certain until the provisional settlement is announced in December.   | NHB is being abolished. The government has indicated that in the future it will reward/penalise councils based on the housing delivery test, but no start date has been confirmed for this new regime.   |

## Risks for 2024/25 budget

## Appendix 5

| Item                             | Value 2023/24                  | Risks and opportunities 2024/25  | Future years  |
|----------------------------------|--------------------------------|--|---|
| Commercial rents                 | £11m                           | Rents continue to be impacted by the economic climate and continue to be below budget. This is covered in the main body of the report.   | The downward pressure on high street rents continues due to the uptake in online shopping and future economic uncertainty.<br><br>Rental income continues to make up a significant proportion of the Council's income, so shortfalls would have an adverse effect on services that can be provided in the future.<br>For the future the Council needs to replenish the commercial rent stabilisation reserve to smooth future fluctuations in rent income; this will be considered when reserves are reviewed ahead of the February budget meeting. |
| Parking income                   | £10.6m                         | Parking income depends on economic growth and tourism trends. This is covered in the main body of the report.  | Same as 2024/25.  |
| Other variable income sources    |                                | Other income areas are holding up well in the current financial year and income is assumed to have recovered to pre pandemic levels.   | Same as 2024/25.  |
| Other specific government grants |                                | Very difficult to judge at present. The current approach to awarding grants is via competitive bids for specific projects.   | All government support is expected to continue to be reduced over the next few years.   |
| Revenue contributions Reserves   | £0.4m from reserves in 2023/24 | Contributions to reserves are being reviewed and reinstated for the current year, a further review of 2024/25 contributions to ensure availability to draw upon in future years. Around £0.4m is expected to be drawn from reserves in 2024/25 to balance the budget in that year. | The Council has reserves for two main purposes: <ul style="list-style-type: none"> <li>to smooth expenditure over a number of years - for example the elections reserve; and</li> <li>to provide a contingency for future adverse events - for example the commercial rent stabilisation reserve.</li> </ul> Having a low level of reserves makes it difficult for the Council to manage any unforeseen impacts on its services. In order to rebuild resilience, it has been assumed that from 2024/25  |

## Risks for 2024/25 budget

## Appendix 5

| Item                       | Value 2023/24 | Risks and opportunities 2024/25  | Future years   |
|----------------------------|---------------|--|--|
| <b>Revenue Expenditure</b> |               |  | onwards, the GF minimum balance should be 10% or £3m. This reflects the increased volatility being experienced in recent years and the lack of flexibility in revenue budgets.   |
| Major contracts            |               | Inflation on pay and fuel costs are likely to feed into major contract uplifts for 2024/25. An additional contingency has been allowed for inflation in that year, this will need to be reviewed in February.  | Inflation factors used to uprate payments are likely to exceed the inflation contingency provided for in the budget. It is assumed that for 2024/25 inflation will be lower than 2023/24.  |
| Employee costs             | £26m          | The cost of a one percent pay increase is estimated at £150,000 pa. The pay award for 2023/24 will be the national award, which has not yet been agreed. Pay inflation will need to be reviewed as part of the February budget report.   | As for 2024/25.  |
| Sup'n Fund backfunding     | £1.8m         | The results of the last review are built into the budget and costs will remain consistent until the new triennial review.  | The scheme is next due to be reviewed for April 2026, but the government is considering whether revaluation timescales should be changed.  |
| Other major non-pay costs  |               | Energy costs are rising sharply, which is feeding through into major contract costs. When equipment is replaced the opportunity is taken to introduce more energy efficient products in order to reduce usage.<br><br>Inflation is also affecting capital scheme costs.<br><br>Inflation on costs for which no inflation has been allowed may create budget pressure. CPI is currently 6.7% and is holding steady. £250k is allowed for each year. An additional contingency has been provided for in 2024/25 to reflect inflationary pressures. | Energy costs will feed in mainly through the Refuse Collection, Street Cleansing and Grounds Maintenance costs as well as accommodation costs and capital works. They also affect the leisure sites run by Active Life.<br><br>Maintenance requirements for all the Council's buildings have been assessed through a stock condition survey, and provision made for this in the capital programme. From this a planned maintenance programme will be drawn up. |

## Risks for 2024/25 budget

## Appendix 5

| Item                                 | Value 2023/24 | Risks and opportunities 2024/25   | Future years   |
|--------------------------------------|---------------|---|--|
| Unavoidable growth/income reductions | £250k         | This provision covers unbudgeted cost pressures and income shortfalls and is usually significantly less than the total of bids received each year. For 2024/25 the growth is mainly for unavoidable changes to assumptions.   | The budget for future years is likely to face further unavoidable cost pressures.  |
| Planned savings for future years     |               | Savings proposals for 2024/25 mainly relate to increased fees and charges.  | There is huge uncertainty over many aspects of the Council's budget due to the economic position and lack of clarity over government funding. There will be further savings required in 2025/26.   |
| Borrowing costs                      | £12.5m        | Interest rates have increased significantly. The Plan assumes a mix of funding for capital projects, including capital receipts, revenue contributions and borrowing.<br><br>'Internal borrowing' will reduce as reserves are used. This means that external borrowing will need to increase. However, the budget already includes MRP for borrowing whether internal or external so the additional cost is interest only.<br>Existing loans are on a fixed rate and therefore not affected by interest rate rises. | Interest rates are expected to stay high for a while, new loans would be at higher rates. Loans are taken out on a fixed rate basis to give certainty over future costs. Short term borrowing from other local authorities is also being used to reduce borrowing costs, though this comes at a risk that if interest rates increase, borrowing costs will rise in year.<br><br>As the proportion of the revenue budget that is taken up by borrowing costs increases, the Council's ability to redirect funding or make further savings is reduced. |
| <b>Capital</b>                       |               |   |  |
| Planned use of Capital receipts      |               | The value and timing of capital receipts is subject to significant uncertainty. If receipts cannot be achieved, capital spending will have to be funded from borrowing, placing additional pressure on the revenue budget.  | The properties now planned for disposal are the more complex situations and therefore disposal timings and values are harder to predict. As a result, the assumed receipts are calculated on a prudent basis. The level of borrowing required can be reduced downwards if a higher level of receipts is achieved.  |
| Capital Programme                    |               | The plan has been reviewed and reprofiled as part of the budget preparation. Any additional borrowing costs will require further revenue savings to compensate.   | As for previous years, planned capital expenditure is outstripping receipts, which will lead to increased borrowing and revenue costs, requiring further revenue savings to ensure a balanced budget unless further revenue contributions can be used to close   |

## Risks for 2024/25 budget

## Appendix 5

| Item            | Value 2023/24 | Risks and opportunities 2024/25   | Future years   |
|-----------------|---------------|---|--|
| <b>Other</b>    |               |   | the funding gap or a project generates sufficient revenue income to be self-funding. |
| 2023/24 outturn | N/A           | The forecast year end position will be reported to Scrutiny Sub Committee later in November and to Cabinet in December. If required, any issues arising from the year end forecast will be reflected in the budget update report in February. |  |



# General Fund budget consultation 2024/25

## Consultation responses

### 1. Introduction

Consultation on Canterbury City Council's (CCC) proposals for the General Fund budget took place between Monday 13 November 2023 and Monday 8 January 2024.

Every year, the council has to set a balanced budget to make sure the money we spend delivering services is in line with the money we have available.

Before setting the budget for 2024/25 in February 2024, this consultation sought the public's views on what has been proposed, including:

- reinstating the market in Canterbury city centre
- reopening Sturry Park and Ride
- three hour blue badge parking, increased from 2 hours
- proposed changes to charges in council car parks.

Respondents were also asked to comment on council tax, the draft capital programme, garden waste proposals and other fees and charges across a wide range of services.

A total of 69 responses were received.

## 2. Executive summary

- The majority of respondents said that the increase in council tax was fair given the current cost of day to day expenses.
- There was good support for the Park and Ride at Sturry. Support was mixed for the Canterbury market and tree officer.
- There was strong support for the Christmas tree disposal service and a large concern that restricting the Christmas tree disposal service to garden waste subscribers only would increase fly tipping.
- Many respondents said that the beach hut increase is too large given the quality of nearby facilities.
- A number of respondents recommended increasing or maintaining the support of voluntary sector organisations
- There were recommendations to perform a cost-benefit analysis of charging council tax to low-income households.



### 3. Consultation methodology

Consultation took place between Monday 13 November 2023 and Monday 8 January 2024. The following methods were used to seek views:

- an online questionnaire, which received 69 responses
- a paper version of the questionnaire, of which one was returned
- No written representations were received.

The consultation was promoted in the following ways:

- an article on the council's newsroom site
- posts on the council's social media channels.

Additionally, the following stakeholders were emailed directly to encourage them to respond to the consultation:

- Parish councils
- CCC councillors
- Relevant KCC councillors
- Residents' associations
- Local 'Friends of' groups
- Canterbury Connected Business Improvement District (BID)
- Canterbury Archaeological Trust
- Canterbury Green Party
- Canterbury Inter Faith Association
- Canterbury Society
- Canterbury Society
- Canterbury Action for Sustainable transport
- Canterbury College
- Cathedral Court Residents Association
- C4B
- CPRE Kent
- CPRE Kent
- East Cliff Neighbourhood Panel
- English Rural Housing Association
- Ethnic Minority Independent Council (EMIC)
- Ethnic Minority Independent Council
- Herne Bay and District Chamber of Commerce
- Hi Kent
- Hilltop Community
- Home Builders Federation
- Chamber of Commerce
- Invicta Chamber of Commerce
- Local Democracy Forum
- Moat Housing
- Mono Consultants Limited
- SPOKES East Kent Cycle Campaign
- St Mildreds Area Conservation Society SMACS
- The Crab & Winkle Line Trust
- The Canterbury Academy Trust
- The Gardens Trust
- The Georgian Group
- The Ickham, Littlebourne and Wickhambreaux Society
- The Open Spaces Society
- The Society of Sturry Village
- The Talk of Tankerton
- The Twentieth Century Society
- Theatres Trust
- Whitstable Improvement Trust
- Visit Kent

- Canterbury Climate Action Partnership
- Canterbury Christchurch Student Union
- University of Kent Student Union
- UCA Student Union
- Age UK Canterbury
- Canterbury Inter-Faith Association (CANDIFA)
- Disability Advisory Panel (DAP)
- Ethnic Minority Independent Council (EMIC)
- HiKent
- Nigerian Community Association
- Polish Educational Club in Kent (PECK)
- Karibu Community Action Kent
- Kwan Ngei Chinese Association
- Canterbury and District Jewish Community
- Canterbury Muslim Cultural Centre
- Kent County Council - Highways
- Stagecoach
- Whitefriars
- Marlowe Society
- English Heritage
- World Heritage Committee
- Pride
- Visit Kent
- Canterbury Cathedral
- Canterbury Festival
- Continental Drifts
- Kent Cultural Transformation Board
- Canterbury Tales of England
- Canterbury Archaeological Trust
- Relevant licence holders

## 4. Findings

*NB: Percentages have been rounded to the nearest decimal point*

### 4.1. Questionnaire responses

A total of 69 completed questionnaires were submitted, all but one of which were online.

#### 4.1.1. Respondent profile

Over 76% of respondents are residents of the Canterbury district.

| Respondent type                             | Percentage |
|---|------------|
| A resident of the Canterbury district       | 76.8% (53) |
| A visitor to the Canterbury district        | 5.8% (4)   |
| A worker in the Canterbury district         | 5.8% (4)   |
| A business, organisation or community group | -          |
| A city, county, parish or town councillor   | 11.6% (8)  |

*8 (11.6%) respondents answered 'Other', and their self-described respondent type is shown below*

- Beach hut owner
- Beach hut owner
- Beach hut owner Herne Bay
- Canterbury & District Green Party
- Live in the surrounding area
- Resident and beach hut owner
- Trustee of Canterbury District Citizens Advice
- Volunteer with Citizens Advice

The majority of people responding were aged between 45 and 74.

| Age      | Percentage |
|----------|------------|
| Under 18 | -          |
| 18 to 25 | 2.9% (2)   |
| 26 to 34 | 2.9% (2)   |
| 35 to 44 | 7.2% (5)   |

|              |            |
|--------------|------------|
| 45 to 54     | 17.4% (12) |
| 55 to 64     | 18.8% (13) |
| 65 to 74     | 26.1% (18) |
| 75 to 84     | 18.8% (13) |
| 85 and above | -          |

*NB: 3 (4.3%) respondents did not give their age*

More females responded than males.

| Gender  | Percentage |
|---|------------|
| Male  | 49.3% (34) |
| Female  | 42.0% (29) |
| Prefer to self-describe (for example, non-binary, gender fluid etc) | -          |

*NB: 3 (4.3%) respondents did not give their gender*

#### 4.1.2. Council Tax

A number of respondents emphasised the need to perform a cost benefit analysis of collecting council tax from the poorest members of society, a number of which may be within Band 1.

A good number of the respondents thought the increase was fair and necessary to support the council's services.

Others stated that the council should cut costs rather than increase tax.

The following themes were identified in the comments:

- A new system of council tax should be made to take account of people's ability to pay: 9 comments
- Increase is fair: 8 comments
- Investigate if the costs of charging and enforcing council tax on the poorest are greater than the income generated: 7 comments
- Increase is fair (below inflation): 6 comments
- Increase is unfair (cost of living, inflation, mortgages): 6 comments
- Increase should be bigger to support services: 4 comments
- Increase is fair (cuts to local government funding): 2 comments
- Increase is unfair (given other fees/CCC charges): 1 comment
- Increase is unfair (CCC should cut costs): 1 comment
- Increase is unfair: 1 comment
- Increase is fair (CCC doesn't get much of the tax): 1 comment
- Is an increase needed?: 1 comment
- Increase is unfair (quality of services are poor): 1 comment

### 4.1.3. Draft Budget 2024/25

For the draft budget there were a wide range of comments, given the breadth of the proposals.

There was strong support for the Sturry Park and Ride, as well as giving 3 hours free parking for blue badge holders.

Responses around recruiting a tree officer were mixed with some questioning how useful this would be.

The following themes were identified in the comments:

- Sturry Park and Ride (support): 15 comments
- 3 hours parking is good: 10 comments
- Agree with all proposals: 5 comments
- Canterbury market (general support): 5 comments
- Tree officer (support): 4 comments
- Beach huts: fee increase unjustified: 4 comments
- Tree officer (object): 3 comments
- Does not support more free time for disabled parking: 3 comments
- Canterbury market (object): 2 comments
- Parking enforcement (why is it losing money/cost so much?): 2 comments
- Parking charges are too high: 2 comments
- Parking: 3 hours free disabled parking will decrease the availability of general parking places: 2 comments
- Climate change reserve is good: 2 comments
- No need for a tree officer: 1 comment
- CCC should cut costs (bandstand, parking enforcement): 1 comment
- More enforcement in Canterbury city centre of ASB and ebikes: 1 comment
- Percentage incorrect (it is correct to the nearest £1): 1 comment
- Chief executive post should be returned: 1 comment
- Generate more revenue from beach huts and on-street parking: 1 comment
- Canterbury market stalls should be close together: 1 comment
- More and wheelchair friendly/bungalows in social housing: 1 comment
- Increase local housing allowance: 1 comment
- Open market in Whitstable: 1 comment
- More sports and clubs for young people: 1 comment
- Increasing parking charges deters visitors: 1 comment
- Encourage highly qualified jobs working with the universities: 1 comment
- Ensure parks are lockable at night: 1 comment
- More needs to be done given climate and biodiversity emergencies: 1 comment
- Canterbury market: expensive parking will put people off: 1 comment

- Disable parking spaces don't need to be free, but they do need to be reserved and priority spaces: 1 comment
- Improve public toilets: 1 comment
- Blue badge holder don't need free parking, they only need reserved priority spaces: 1 comment
- Stop being anti-motorist: 1 comment
- Support food banks: 1 comment
- Park and Ride very expensive: 1 comment
- Canterbury market is good: 1 comment

#### 4.1.4. Capital programme

Given the range of schemes under the capital programme, the comments were quite varied.

There were two or three respondents that asked for more detail in order for them to be able to better understand and comment on the proposal.

The following themes were identified in the comments:

- More detailed explanation of large expenditures is required (e.g. building improvements): 2 comments
- Prioritise sustainability in the refurbishments: 1 comment
- Reduce light pollution by selecting highly directional street lighting: 1 comment
- Congestion charge for Canterbury and Whitstable: 1 comment
- Work with KCC on active travel: 1 comment
- More funding for play areas: 1 comment
- Reinstate conservation works in 26/27 budget: 1 comment
- Extend Kingsmead leisure centre pool by 50m as this will bring in more money: 1 comment
- Why is there no capital expenditure on cycling facilities?: 1 comment
- What does St George Lane Relo LL and St George Lane Relo Tenant mean?: 1 comment
- Reopen Wincheap public toilets: 1 comment
- Where is LUF scheme explained?: 1 comment
- Surprise at decrease in planned expenditure in the later years: 1 comment
- More spend for Herne Bay: 1 comment
- Make museums wheelchair accessible: 1 comment
- Are beach huts for sale or rent?: 1 comment
- How can expenditure decrease so much in later years?: 1 comment
- Give overview of strategy alongside figures: 1 comment
- This budget does not invest in rural areas enough: 1 comment
- Improve street lighting: 1 comment
- Privatise beach huts: 1 comment
- Protect voluntary services like CAB: 1 comment
- Invest in current play areas, not new ones: 1 comment
- Much greater detail is required in the consultation to assess the achievability of net zero: 1 comment
- Beach hut increase is unfair: 1 comment



#### 4.1.5. Garden waste

From 2024/25, the council proposes to only provide a free Christmas tree collection for those residents who have a garden waste subscription.

Many respondents were concerned that the removal of this service would cause fly tipping of Christmas trees and there was good support for the original Christmas tree disposal service.

However, there was still a good level of support for removing this service.

The following themes were identified in the comments:

- Concerns over increased fly tipping: 20 comments
- Support for original christmas tree disposal service: 10 comments
- General support: 8 comments
- People should cut up tree and put in garden waste bin: 4 comments
- Will this save money given the risk of increased fly tipping: 2 comments
- Wasteful to encourage people to individually visit the tip to dispose of trees: 2 comments
- Churches should have their trees collected for free: 2 comments
- Promote the sale of Christmas Trees with roots: 1 comment
- Organise a 'tree volunteer shredder' programme via the City website: 1 comment
- Increase green bin cost instead: 1 comment
- Unfair to non-Garden waste subscribers to add the Christmas tree collection to the garden waste service.: 1 comment
- Unfair on those who do not have gardens: 1 comment
- This will take money from charities who perform this service: 1 comment
- Garden waste should be free and include trees: 1 comment
- Grind up trees for park mulch: 1 comment
- Discarded trees will block pavements: 1 comment
- General objection: 1 comment
- People should not have to subsidise this luxury purchase: 1 comment
- Garden waste collection should be free: 1 comment
- Will encourage the use of plastic trees: 1 comment

#### 4.1.6. Fees and charges

Many respondents were against the increased beach hut fees.

Others said that the condition of both public and private rented housing was poor and needed improvement.

The following themes were identified in the comments:

- Beach hut increase is too high/unjustified given the state of nearby facilities: 18 comments
- Enforce improvement of poor rented housing conditions (both private and public): 4 comments
- Licensing fee should be controlled by local government/Why is gambling excluded from the increase?: 2 comments
- Tackling the housing crisis: 2 comments
- Keep ownership of and renovate heritage properties (Sidney Cooper): 1 comment
- On P38, do the charges apply to waste and recycling domestic bins collections: 1 comment
- It is unfair that bowls is free and pitch charges are increasing: 1 comment
- Add 120 and 240 litre garden waste tariff: 1 comment
- Increase immigration fees: 1 comment
- Allocate money for Active Travel: 1 comment
- Don't charge too much to market and food stalls: 1 comment
- 4% taxi charges will be borne by customers. There isn't enough public transport to avoid taxis.: 1 comment
- Publish more details about the 4 museums' finances: 1 comment
- Improve the approach from the Gorrell Tank car park to Whitstable harbour: 1 comment
- Why aren't all museums free instead of just the Beaney?: 1 comment
- Taxi fee should be increased by inflation: 1 comment
- Retain elderly travel cards: 1 comment
- Bus fares should only be increased by inflation: 1 comment
- Increase social housing: 1 comment
- Allow bonfires on beaches: 1 comment
- Introduce a Whitstable market: 1 comment
- Increase CAB funding: 1 comment
- E Scooters are a problem in Canterbury: 1 comment
- High parking will reduce the number of visitors to Canterbury: 1 comment
- Keep museums free: 1 comment
- Publish waste collection and recycling data: 1 comment
- Use prefabricated buildings to increase the amount of public housing: 1 comment

#### 4.1.7. Other comments or suggestions

A number of respondents recommended increasing or maintaining the support of voluntary sector organisations, of which the Citizen's Advice Bureau was mentioned a number of times.

Some respondents also were concerned that the cost of trying to collect council tax from low income households might not outweigh any income gained.

The following themes were identified in the comments:

- Increase support for the voluntary sector: 7 comments
- Increase is fair: 4 comments
- Don't collect council tax from Band 1 as the costs will outweigh the income: 4 comments
- Improve enforcement (litter, parking, fly tipping, dog waste, alcohol in prohibited areas): 2 comments
- Increase parking enforcement to generate income: 1 comment
- Blue badge holders don't need free parking: 1 comment
- Increase business charges: 1 comment
- More speed cameras, to generate more revenue: 1 comment
- Working with community groups to access external funding: 1 comment
- Increase council tax: 1 comment
- Beach hut increase not justified given poor state of facilities: 1 comment
- Make hampton free car park except for May to September: 1 comment
- Adult social care could save money by using Shared Lives Scheme: 1 comment
- Remove managers and use salary on services: 1 comment
- Sell land at military road for development: 1 comment
- Solar panels on schools: 1 comment
- Better sport facilities and events: 1 comment
- Encourage cycling to reduce road wear: 1 comment
- Work with charities more: 1 comment
- Run more events in the city centre / open air concerts: 1 comment
- Charge nightclubs more: 1 comment
- Cut services and staff: 1 comment
- Tax developers: 1 comment
- Encourage tourism out of season: 1 comment
- Cut councillor salaries: 1 comment
- Cancel cycle path from park to Herne Bay station: 1 comment
- More litter bins and dog poo bins.: 1 comment
- Increase charges for gambling: 1 comment
- Stop being anti-motorist: 1 comment
- Focus on core services: 1 comment

- Prioritise social care, community and mental health: 1 comment
- Encourage high-tech businesses with short term funding: 1 comment
- Increase tourism with mediaeval city branding: 1 comment
- Increase published data and transparency of council owned property developments:  
1 comment

## 4.2. Written representations

No written representations were received.

A number of queries relating to the figures provided for council tax increase were raised. Council officers were able to confirm that the figure of £6.77 for the year is correct as this relates to the increase on CCC's element of council tax only.

## 5. Conclusions

This consultation covered a wide range of proposals as part of the 2024/25 budget.

Some expressed that, given the cost of living at the moment, the proposed increase in council tax is unfair. That being said, some did state that they understood the reasons for it.

Respondents showed support for the return of Sturry Park and Ride. Comments around the reintroduction of Canterbury city market and the recruitment of a tree officer which were far more mixed.

No presiding theme emerged in the comments about the capital programme, but two respondents requested more details for large expenditures like building improvements.

There is strong support for the Christmas tree disposal service, however several respondents expressed concerns that by restricting the service, fly tipping may increase.

On other fees and charges, many respondents feel that the beach hut increase is high. Explanations for this highlighted the poor quality of nearby facilities and previous increases which have increased above inflation over the years.



# Canterbury city market and market trader fees

## Consultation responses

### 1. Introduction

Consultation on Canterbury City Council's (CCC) plans for the reintroduction of the Canterbury Market took place between Monday 13 November 2023 and Monday 8 January 2024.

Now that the St George's Street refurbishment is complete, the council has proposed to reintroduce the market in Canterbury city centre in April 2024. Street trading will continue as it currently does.

It is proposed that flexibility will be built into the market model whilst working with traders directly to ensure we bring on board anyone who wants to be involved in trading.

This consultation sought views on:

- support for the market's return
- the types of products people would like to see on sale, and items they would not like to see
- views on the introduction of a market manager
- the types of events people would like to see held in the market space
- the appearance and presentation of the market.

We also sought responses from current and prospective traders on their view for the days and times of the market, proposed fees, the layout of the market, and management.

A total of 183 responses were received.

## 2. Executive summary

### 4.1. Part 1 of the survey (all respondents)

- Overall, respondents support the reintroduction of the Canterbury market.
- A key feeling is that the return of the market will attract visitors back into Canterbury.
- Respondents have concerns that the market will take up space, obstruct walkways and make it difficult for wheelchair and pushchair users. Others expressed concerns that disabled parking could be affected during market times.
- Respondents agree that the appearance of the market is an important factor to consider in the market return, this includes the view of potential products on sale.
- Respondents commented that a uniform appearance of stalls with good spacing that are well maintained is needed as well.
- The variety and quality of products received a large number of comments. With people saying they would like to see a good variety on offer and for the quality of products to be ensured.
- Respondents felt that although it would be positive for the market to have a manager for oversight, the proposed wage is thought to be too high. There have been comments on the low budget assigned to the market in comparison to the proposed managers wages.
- 67% of respondents requested that the market offer fresh local produce as a priority, including vegetables, fish and meat etc. 34% wanted to see more craft products introduced and 20% wanted to see more clothing/fabric stalls.
- Respondents do not want to see stalls that stock cigarette or vape products on the market stalls. Also low quality mass produced items are not wanted alongside stalls selling phone items or electronics.
- Respondents said that fresh local produce and locally produced craft items are the kinds of products that would encourage them to buy from the market. Another key point was wanting to see fair prices for products that would encourage more people to buy.



- When asked about events respondents were split, with some advising no events to be held in the same area of the market or events to be held on days where the market is not held.
- Others want to see more music events in the area, events for buskers and street artists as well. Seasonal and cultural events are also requested as well.

#### 4.1. Part 2 of the survey (current/prospective traders)

- Traders feel the return of the market is a positive thing. Attracting footfall back into Canterbury is essential for the health of the city.
- There is a feeling that stalls and gazebos should all conform to certain standards.
- And that the products on offer contribute a lot to the appearance of the market.
- All the respondents agreed that high standards of cleanliness are essential to the market appearance. Also ensuring that stalls are grouped well together but well maintained with good spacing is very important.
- Some responses regarding the proposed Market Manager are that it is fair if the position is required but also that the manager should limit any preferential treatment and not allow standards to drop. Alternatively there are views that the proposed wage is too high for the position and the wage should be lower.
- All respondents agree that fresh produce is what should be on sale at the market. Also craft goods would be another product they would like to see.
- Vapes and mass produced, low quality items were products that should not be seen on sale at the market.
- The proposed times of 8am to 5:30pm were seen as fair times however it was highlighted that an addition of a second trading day would be more sustainable for traders.
- Respondents felt that the fees are fair if the gazebos are of good quality but that the fees should not increase any higher than this.

### 3. Consultation methodology

Consultation took place between Monday 13 November 2023 and Monday 8 January 2024. The following methods were used to seek views:

- an online questionnaire, which received 180 responses, 5 of these were from market traders
- a paper version of the questionnaire, of which two were returned
- written representations were also welcomed and 3 were received.

The consultation was promoted in the following ways:

- an article on the council's newsroom site
- posts on the council's social media channels
- an in-person meeting where council officers were present to answer questions and take suggestions from the public.

Additionally, the following stakeholders were emailed directly to encourage them to respond to the consultation:

- Current Canterbury street traders
- Parish councils
- CCC councillors
- Relevant KCC councillors
- Residents' associations
- Local 'Friends of' groups
- Canterbury Connected Business Improvement District (BID)
- Canterbury Archaeological Trust
- Canterbury Green Party
- Canterbury Inter Faith Association
- Canterbury Society
- Canterbury Society
- Canterbury Action for Sustainable transport
- Canterbury College
- Cathedral Court Residents Association
- C4B
- CPRE Kent
- CPRE Kent
- East Cliff Neighbourhood Panel
- English Rural Housing Association
- Ethnic Minority Independent Council (EMIC)
- Ethnic Minority Independent Council
- Herne Bay and District Chamber of Commerce
- Hi Kent
- Hilltop Community
- Home Builders Federation
- Chamber of Commerce
- Invicta Chamber of Commerce
- Local Democracy Forum
- Moat Housing
- Mono Consultants Limited
- SPOKES East Kent Cycle Campaign
- St Mildreds Area Conservation Society SMACS
- The Crab & Winkle Line Trust
- The Canterbury Academy Trust
- The Gardens Trust
- The Georgian Group
- The Ickham, Littlebourne and Wickhambreaux Society

- The Open Spaces Society
- The Society of Sturry Village
- The Talk of Tankerton
- The Twentieth Century Society
- Theatres Trust
- Whitstable Improvement Trust
- Visit Kent
- Canterbury Climate Action Partnership
- Canterbury Christchurch Student Union
- University of Kent Student Union
- UCA Student Union
- Age UK Canterbury
- Canterbury Inter-Faith Association (CANDIFA)
- Disability Advisory Panel (DAP)
- Ethnic Minority Independent Council (EMIC)
- HiKent
- Nigerian Community Association
- Polish Educational Club in Kent (PECK)
- Karibu Community Action Kent
- Kwan Ngei Chinese Association
- Canterbury and District Jewish Community
- Canterbury Muslim Cultural Centre
- Kent County Council - Highways
- Stagecoach
- Whitefriars
- Marlowe Society
- English Heritage
- World Heritage Committee
- Pride
- Visit Kent
- Canterbury Cathedral
- Canterbury Festival
- Continental Drifts
- Kent Cultural Transformation Board
- Canterbury Tales of England
- Canterbury Archaeological Trust
- Relevant licence holders

## 4. Findings

*NB: Percentages have been rounded to the nearest decimal point*

### 4.1. Questionnaire responses

A total of 180 completed questionnaires were submitted, all but two of which were online.

#### 4.1.1. Respondent profile

Over 85% of respondents are residents of the Canterbury district.

| Respondent type                             | Percentage  |
|---|-------------|
| A resident of the Canterbury district       | 85.1% (149) |
| A visitor to the Canterbury district        | 8% (14)     |
| A worker in the Canterbury district         | 0.6% (1)    |
| A business, organisation or community group | 5.1% (9)    |
| A city, county, parish or town councillor   | 1.1% (2)    |
| An MP                                       | -           |

The majority of people responding were aged between 35 and 74.

| Age          | Percentage |
|--------------|------------|
| Under 18     | -          |
| 18 to 25     | 1.1% (2)   |
| 26 to 34     | 4.6% (8)   |
| 35 to 44     | 15.4% (27) |
| 45 to 54     | 14.3% (25) |
| 55 to 64     | 18.3% (32) |
| 65 to 74     | 25.7% (45) |
| 75 to 84     | 11.4% (20) |
| 85 and above | 1.7% (3)   |

*NB: 13 (7.5%) respondents did not give their age*

There was a fairly even split among genders, however more females responded than males.

| Gender  | Percentage |
|---|------------|
| Male  | 41.7% (73) |
| Female  | 46.9% (82) |
| Prefer to self-describe (for example, non-binary, gender fluid etc) | 1.7% (3)   |

*NB: 17 (9.7%) respondents did not give their gender*

#### 4.1.2. Thoughts on the reintroduction of the market

There is a good level of support for the market returning to Canterbury with a feeling that the market would enhance the experience and feeling of the city.

| Level of support for the reintroduction of Canterbury city general market | Percentage  |
|---|-------------|
| Yes   | 76.6% (134) |
| No  | 17.1% (30)  |
| Not sure  | 6.3% (11)   |

| Enhancement on overall city centre experience | Percentage  |
|---|-------------|
| Yes   | 75.4% (132) |
| No  | 18.3% (32)  |
| Not sure                                      | 6.3% (11)   |

Respondents were asked why they thought the reintroduction of the market would, or would not, add to overall city centre experience. The following comments were received:

- Gives character and experiences to the city: 45 comments
- Market will bring people to Canterbury: 43 comments
- Bad quality products will not be good for a new market: 27 comments
- More produce and variety available: 20 comments
- Market looks untidy: 18 comments
- Helps the wider Canterbury economy: 15 comments
- Gives opportunities to small businesses: 14 comments
- Market takes up space and can obstruct walkways, difficult for wheelchair and pushchair users: 13 comments
- Potentially more cost effective for residents: 13 comments
- Creates chances for social/generational interaction: 11 comments
- Will impact the current feel and updated new space and affect the city atmosphere: 7 comments
- Will improve the city if clean and tidy: 6 comments
- Will impact the current local business and shops: 4 comments
- Negative atmosphere and antisocial feeling comes with markets: 4 comments
- Look towards other Markets like Faversham or Deal: 4 comments
- Depends on the frequency of Market days: 3 comments
- Could encourage local produce and crafts lowering the carbon footprint: 3 comments
- Market needs to be centralised instead of spread out: 2 comments
- Market will damage new paving: 2 comments

- Market location will affect disabled parking spaces: 1 comment
- Market return will be good if fees are fair and maintained: 1 comment

It is felt that the market should be held more frequently.

The appearance of the market in contributing to the feel of the city is very important to a large number of respondents.

| Frequency of market (how often would you like to see the market?) | Percentage |
|---|------------|
| Once a week   | 26.9% (47) |
| Two to three times a week   | 46.3% (81) |
| More than three times a week                                      | 9.7% (17)  |
| Other   | 17.1% (30) |

| Importance of the appearance of the market (in contributing to overall appearance and feel of city) | Percentage  |
|---|-------------|
| Very important  | 57.7% (101) |
| Fairly important  | 25.7% (45)  |
| Neutral   | 9.1% (16)   |
| Not very important  | 4.6% (8)    |
| Not important at all  | 2.9% (5)    |

Respondents were asked how important they thought the appearance of the market is in contributing or not contributing to the overall appearance and feel of the city centre. The following comments were received:

- Appearance is essential to bring more visitors and keep them returning: 33 comments
- Gives a busy and energetic feel to the city: 28 comments
- Has to keep within the theme of the city: 27 comments
- Products for sale will impact on appearance: 23 comments
- Market needs to be kept tidy. Function is just as important as looks: 17 comments
- Location is important for the market appearance: 9 comments
- Market should have a uniform appearance: 8 comments
- Market traders friendliness is more important than the appearance of the market: 7 comments
- Market needs to be adequately spaced apart: 7 comments

- Market appearance would have no positive impact for the city: 6 comments
- Market should be vibrant and colourful: 5 comments
- Poor appearance could encourage littering: 5 comments
- Other neglected buildings could impact market appearance: 2 comments
- Market only contributes a small part of the appearance and feel of the city centre: 2 comments
- Fair prices are more important than the appearance of the market: 2 comments
- Market should not be within the main city: 2 comments
- Look to other markets like Faversham or Deal for guidance: 1 comment
- Market appearance should be similar to the old market: 1 comment
- Market needs to be centralised for its appearance: 1 comment
- Neatness is not essential for a market: 1 comment

Respondents were asked for suggestions relating to what can be done to ensure the market adds to the appearance of the city centre. The following comments were received:

- Provide a uniform appearance to stalls: 38 comments
- Ensure quality of products available: 35 comments
- Well maintained, well spaced stalls: 28 comments
- Good variety on offer: 21 comments
- Ensure no litter, and market area remains clean: 16 comments
- Loosen restrictions over the market traders and allow traders to operate independently: 6 comments
- Not put the market in the city: 6 comments
- Move the market to a new location: 6 comments
- More street food/fresh local produce available: 5 comments
- Bring events, music to the market: 4 comments
- Add signage and make traders more visible. Communicate and advertise the market: 4 comments
- Look to other markets like Faversham or Deal for guidance: 3 comments
- Encourage local traders: 3 comments
- Centralise market location: 3 comments
- Vet/Screen traders: 3 comments
- Allow individuality in the appearance of the market stalls where possible: 3 comments
- Add a general seating area: 2 comments
- Reduce and limit overcrowding: 2 comments
- No music or keep noise low: 2 comments
- Ensure market is accessible for disabled and neuro-divergent visitors: 1 comment
- Ensure security/police show presence to reduce ASB: 1 comment
- Promote diversity where possible amongst traders: 1 comment
- Limit the space allocated to the market area: 1 comment
- Remove street trading stalls: 1 comment
- The appearance of the market is not a concern: 1 comment
- Include young people in the market: 1 comment
- Give themes to the stalls, mediaeval, to keep historic traditions: 1 comment

Respondents were asked for comments on the recruitment of a new market manager.



The consultation advised respondents that this cost, as well as the cost of waste removal and non-domestic rates would be covered, over time, through market and event fees. The following comments were received:

- The wage proposed is too high for the position: 33 comments
- A manager would be positive for the market to provide oversight: 30 comments
- There is no need for a market manager: 10 comments
- The position should be self funding: 10 comments
- A manager would be fine for the market: 9 comments
- Any increase of rates should not negatively affect the traders or the public: 8 comments
- Any market manager should relate well to traders, understand their needs: 7 comments
- Council limited funds should not be used for this position: 6 comments
- Manager should ensure the market is kept tidy and waste is dealt with responsibly: 6 comments
- Market should grow and attract business under a manager: 6 comments
- Manager should have a good attitude and ability to engage and promote the market to the public: 5 comments
- A manager needs to have good local knowledge and direct experience of markets: 5 comments
- Rates from traders won't cover the position: 4 comments
- Council would need to ensure a manager is supported and granted the right authority to enforce rules and guidelines: 4 comments
- If market quality is not higher than it was then there is no need for a manager: 3 comments
- A single manager would not be the most suitable approach: 2 comments
- Internal Council employee should be resourced at no additional cost for the role: 2 comments
- Market Manager should coordinate regular events and include local charities and groups: 2 comments
- The position should double as an events manager as well: 1 comment
- Is a full time market manager required for a 2 1 day a week market: 1 comment
- Manager needs to be present and onsite during the market: 1 comment
- The proposed wage is too low to attract quality applicants to the position: 1 comment
- Look to other markets like Faversham or Deal: 1 comment
- How will the post be vetted and recruited for: 1 comment
- Council should not be in charge of the market. Should be an external enterprise: 1 comment

The following comments were received regarding the sort of products people would like to see on sale at the market:

- Fresh local produce, farm products, deli stall, veg, meat, fish etc: 118 comments
- More craft products: 60 comments
- Clothing/Fabric stalls: 36 comments
- Flowers and plants: 21 comments
- A wider variety of products available: 11 comments
- Varied food from many cultures: 8 comments

- Products similar to the previous markets: 7 comments
- Farmers style market: 6 comments
- Sustainable items, refillable products, recycled clothing: 4 comments
- No particular view: 4 comments
- Fair prices for products on sale: 4 comments
- No low quality products: 3 comments
- Repair/Maintenance stalls: 3 comments
- Food stalls: 3 comments
- Jewellery: 3 comments
- Booths for support with living and health: 2 comments
- No tourist focused products: 2 comments
- No products as not in support of the market: 2 comments
- No restrictions on products to sell, as long as no illegal items: 1 comment
- Electronics: 1 comment
- A restriction on food stalls: 1 comment
- Antiques: 1 comment

The following comments were received regarding the sort of produce that people wouldn't like to see on sale at the market:

- No vaping or cigarette paraphernalia: 56 comments
- No low quality, mass produced or disposable items: 29 comments
- No phone repair stalls, phone items or electronics: 22 comments
- No clothing/fabric stalls: 14 comments
- No fast food, strong smelling foods or meats on display: 12 comments
- No tourist items: 10 comments
- There should be no restrictions on items: 6 comments
- No products that directly compete with local stores: 6 comments
- No second hand stalls/products: 5 comments
- No single use plastics: 4 comments
- No illegal items or age restricted items: 3 comments
- No trade stands: 2 comments
- No alcohol: 2 comments

Respondents were asked if there is anything that would encourage them to buy from the market once reintroduced. The following comments were received:

- Well made local produce (Fruit & Veg, craft items): 57 comments
- A need of quality products: 20 comments
- Good fair prices: 19 comments
- Well presented and well organised market: 14 comments
- A wide variety of items: 13 comments
- Cheaper, more accessible parking. More disability parking: 10 comments
- Good communications in advance of market days: 7 comments
- Friendly and inviting atmosphere, with local traders: 6 comments
- Ecologically viable and sustainable products, like refillables: 5 comments
- No products would encourage purchases: 5 comments
- Look to other markets like Faverham or Deal for guidance: 3 comments
- More market days and trading days on the weekends: 2 comments

- Nothing as do no want market: 2 comments
- Ensure good transport links and possibly extra services on market days: 1 comment
- Stall traders that offer multiple payments options: 1 comment
- Seating areas: 1 comment
- Council funded voucher schemes to spend at the market: 1 comment
- Police or security presence must be at the market: 1 comment

Respondents were asked what other events they'd like to see happen within the new St George's Street area. The following comments were received:

- Music events: 35 comments
- Street artists: 20 comments
- Food and drink events: 16 comments
- Community events/active participation events: 15 comments
- No events should be held: 14 comments
- Busking events: 12 comments
- Community safety stalls, such as fire safety: 11 comments
- Seasonal entertainment, celebrations: 9 comments
- Cultural celebrations/events: 7 comments
- Second hand stalls/fairs: 6 comments
- Historical events: 6 comments
- Craft events/Showcases: 5 comments
- Local promotions: 2 comments
- Sports, wellbeing and health events: 2 comments
- Better management of local buildings and business: 2 comments
- Events focused for Children: 2 comments
- Noise free events: 1 comment
- Look to other markets like Faversham or Deal for guidance: 1 comment
- Events that do not compete with market trading days: 1 comment

#### 4.1.3. Thoughts from traders (current and prospective)

Respondents in this section were asked to outline their intentions, in terms of their current market activities and also future plans.

| Intentions as a prospective market trader             | Percentage |
|---|------------|
| I only want to be a market trader                     | 40% (2)    |
| I only want to be a street trader                     | 20% (1)    |
| I want to be both a market trader and a street trader | 40% (2)    |
| I'm not interested in being a market trader           | -          |

Respondents were asked if they market trade outside of the Canterbury district.

| Market trading arrangements (outside Canterbury district) | Percentage |
|---|------------|
| Yes   | -          |
| No  | 100% (5)   |

Respondents were asked if they street trade outside of the Canterbury district.

| Street trading arrangements (outside Canterbury district) | Percentage |
|---|------------|
| Yes   | 20% (1)    |
| No  | 80% (4)    |

*NB: 1 (20%) respondents answered 'Yes' and specified: Pitch 17*

Respondents were asked if they support the proposal for the market to return on a Wednesday only, trading between 8am and 5.30pm.

| Level of support for proposed market day and time | Percentage |
|---|------------|
| Yes   | 60% (3)    |
| No  | -          |
| Not sure  | 40% (2)    |

Respondents were asked why they either support or oppose this proposal. The following comments were received:

- Agreeable times: 2 comments
- Provide a second day for trading: 1 comment

Respondents were asked for any comments on the proposed fees and charges.

This section encompassed the following:

- the proposed 2024/25 market pitch fees for Canterbury
- the proposed 2024/25 market pitch fees for Herne Bay
- the proposed 2024/25 fees for gazebo hire and the use of electrical sockets (per day)
- the proposed 2024/25 fees for street trading fees.

The following comments were received:

- Fee is fair if good quality gazebos are offered: 1 comment
- Fee is fair but should not go higher: 1 comment

From the two options shown, respondents were asked to state which market map layout they preferred. Two thirds of respondents preferred Map A with others being unsure. No respondents favoured Map B.

| Preference of market map layout (Map A/Map B) | Percentage |
|---|------------|
| Map A   | 60% (3)    |
| Map B   | -          |
| Not sure                                      | 40% (2)    |

When asked why, respondents stated that Map A would allow for more space and be more visually appealing.

Respondents were asked whether they support the proposed single pitch size of 3x3m. Overall, there seems to be no objection to the proposed pitch size with two thirds of respondents showing support.

One respondent did comment that although the pitch size seems adequate, there may be some people that need more space.

| Support for pitch size (3x3m) | Percentage |
|-------------------------------|------------|
| Yes                           | 60% (3)    |
| No                            | -          |
| Not sure                      | 40% (2)    |

Respondents were asked for their views on the introduction of a new market manager. The following comments were received:

- Wage is too high to be justified: 1 comment
- Fair proposal if it's needed: 1 comment
- Ensure manager is fair and does not give preferential treatment: 1 comment

Respondents were asked how they intend to trade (i.e. from a food wagon, a gazebo, etc). The following comments were received:

- Gazebo: 2 comments
- Food wagon: 1 comment

Respondents were asked if they need access to particular facilities (i.e. electricity, water, etc). The following comments were received:

- Electricity: 3 comments
- Water: 1 comment

Respondents were asked for any other comments about the reintroduction of the market. The following comments were received:

- I am against the policy where traders need to give 24 hours notice if they don't wish to trade, otherwise full pitch is payable. With the best will in the world, we could spend all the day before preparing baked goods to find at 7am that 50-60mph winds have begun. Trading at this stage puts staff and public in danger (even with 60kg in weights), and the market manager should at this stage decide whether it is safe to trade. If it is not safe to trade, no charge should apply. Losing 300-400 worth of produce on days like this is hard enough, without being told we need to pay £50 pitch fee on top. It encourages trading in unsafe conditions which is a bad incentive structure for all: 1 comment

- I think anything that brings more people into canterbury are good. Canterbury is actually a great attraction for the local and wider area and another event would only increase this: 1 comment
- A well managed market would always have a positive impact: 1 comment

## 4.2. Written representations

A total of 3 written representations were received.

### 4.2.1. A resident

A resident submitted the following comments via email:

*[...] I do not have any objections in principle providing it is limited to the sale of quality foodstuffs but under no circumstances do I wish to see clothing, junk food, vapes and trashy cheap imported Chinese tat and plastic goods as these only serve to detract from the City as a major cultural, historic and heritage city of international renown.*

### 4.2.2. A resident

A resident submitted the following comments via email:

*[...] I would like the market to return selling items like fish and meat and groceries.*

### 4.2.3. A current street trader

A current street trader submitted the following comments via email::

*[...] I believe it's very important that I make the following points, on behalf of former Canterbury Market traders, which I'd like you to make note of:*

- 1. When you came to my stall last week I made it clear to you that the market traders only want to trade from 6m x 3m market stall pitches - not 3m x 3m pitches.*
- 2. As I also made clear at the public consultation meeting on 13th December, Canterbury Market's usual trading days have always been Wednesdays and Fridays. At an earlier meeting, I had agreed to surrender Friday as a trading day only on the understanding that market pitch rents would remain at the current street trading pitch rent ie £28.75.*
- 3. At the public consultation meeting, both you and Alan Baldock denied this deal had ever been done and Alan stated that if this was my understanding, there had been "confusion." If that was so, (although the other street trader present at that original meeting had exactly the same impression as my own), and **no** deal had actually been agreed, then there was also **no** agreement on my part to surrendering Friday as a trading day.*
- 4. The council's proposed fee of £81.15 is unworkable for a pitch fee for an 6m x 3m stall. As stated in this press story, £38.50 is the proposed rate for a stall at Herne Bay and it's my understanding that the rate for a stall at the thriving Faversham*



Market is £1 per foot on weekdays and £2 per foot at weekends ie £40 for a 20ft stall (it is actually only £1.60 per ft to regular traders.) As you were told straight after the consultation meeting ended on 13th December, £40 is considered to be a workable fee for us - especially as the market needs to re-establish itself in this coming year.

5. The council states in this press story: "Bringing the market back is estimated to cost the council up to £61,000 and we, quite rightly, have to consult the public on this potential new spending, as part of our overall 2024/25 budget consultation." However, that £61,000 budget quoted is mainly taken up with the proposed £45,000 salary for a Market Manager for whom you don't even have a job description yet. Can you please tell me:-
  - A. Is this position going to be advertised externally or only internally within CCC?
  - B. Do you really think it's fair that market rents should be used to subsidise the salary for this position when the only thing you do appear to know about this new "manager" role is that this person will be expected to organise market events which have nothing to do with Canterbury Market traders?
6. It's also my understanding that you are closing down comments and discussion from potential market traders by telling us we must put any questions or comments in the consultation document but we cannot do this as the consultation is now considered invalid as it refers only to market trading on Wednesdays, instead of Wednesday and Fridays. (NB as per point 2, above no deal was done to surrender Fridays if the lower pitch fee wasn't agreed). Furthermore, the maps show only spaces for 3m x 3m stalls with no reference to 6m x 3m stalls. Consequently, traders cannot and will not engage with or complete what's considered to be invalid consultation forms containing inaccurate information.
7. At the meeting on 13th December, Alan Baldock made clear that we don't have to use the consultation form but we can write a letter regarding issues arising from the consultation document, which is what I have done here, to reach you ahead of the Christmas period and the consultation deadline.
8. What we require is the following:-
  - A. 6m x 3m market gazebo pitches for 2 market days per week (Wednesdays and Fridays) at a reasonable pitch rent of £40 per pitch. (£30 for 3m x 3m pitches for any new market traders who might want to trade at the market on Wednesdays and Fridays).
  - B. The ability to also trade for the 5 days of the week on street trading pitches, as both you and Alan proposed at the consultation meeting.

### 4.3. Public meeting

A public meeting was held at Tower House, Westgate Gardens, Canterbury on Wednesday 13 December 2023 from 5pm to 6.30pm.

The event was promoted via email to a wide array of stakeholders on the council's newsroom website as well as social media channels.

The meeting was attended by 17 people.

The following comments were made by residents:

- An attendee queried licensing for street traders being simple. They explained that when you're a market trader you don't have to renew your licence annually. For Canterbury market traders you would have more security as market traders and not as street traders. Is it safer, more effective for them to be market traders?
- A query was made regarding the market budget being £61,000 a year but paying £45,000 for a manager to do events in St Georges Street - how will this work if the market is in this same space?
- An attendee discussed the lack of communication coming from the council with responses taking a long time to be acknowledged, if at all.
- A discussion was held regarding the entrepreneur market. Some previous members highlighted that younger market trader starters had difficulty finding insurance and differences of opinion in working times.
- A discussion was had regarding fees and pitch sizes. Attendee advised going back to the old market style of 6m x 3m pitches and paying a lowered rent or to keep prices as they are but increase the size of the pitches.
- Attendee made comparison to the operating style of Faversham market which is successful and also to look at the Deal market held on Saturdays.
- Another point was raised regarding the redevelopment of St Georges. The budget of the investment at £1.2 million. Attendees wanted to know where the budget had gone and if it could be justified for just the paving.

## 5. Conclusions

Overall, responses to this consultation show that people are in favour of the market returning.

Respondents want to see good quality products on offer, specifically fresh produce and craft products.

There are concerns regarding the appearance of the market and a feeling that the stalls should have a more uniform and tidy appearance.

It is also clear that respondents do not want to see vape products or low quality plastic products on offer.

Given the volume of responses and regular engagement from respondents and current traders, it is clear that there is already active engagement on the reintroduction of the market.

It is hoped that the findings from this consultation provide useful insight as to how the council will proceed during the next stages of the decision-making process.

### Consultation responses - licensing

Please find below the response from Canterbury and Stour Waterways Association (CASWA) members (Grove Ferry River Trips, Westgate Punts, Canterbury Punting Company and Canterbury Historic River Tours) relating to the proposed variation to the table of fees for Commercial River Craft licences.

CASWA's members recognise the current challenging economic environment faced by all public bodies across the UK and the requirement of Canterbury City Council to increase the various annual fees it charges to enable it to provide services to its residents.

The current Commercial River Craft Policy and Licensing Conditions were negotiated between senior council officers and CASWA's members from September 2017 until at least the second half of 2018. The negotiation process, as acknowledged by all parties, was long and thorough, and the agreements reached were satisfactory to all involved.

Appendix D of the existing licensing document states the following:

## Appendix D

### Fees

#### IMPORTANT

**The Council incurs costs in discharging its duties as the licensing authority. Following consultation with operators, it was agreed that they would prefer to be charged a single operating fee per annum rather than have this broken down to costs per item, boat person etc. and not to have a street trade licensing regime to cover marketing activity. Consequently each company will be charged an inclusive fee for an operators licence, set in consideration of the nature and size of the operation and associated sales and marketing activity.**

**The fee set is subject to the Council's annual greater budgeting exercise in terms of necessary inflationary related uplift.**

CASWA's members believe that it is important to maintain the integrity of the existing fee structure. The proposed variation, published as a table of fees in the public notice dated 16 November 2023, bears no resemblance to the actual fees paid by each separate CASWA member and fails to mention the fact that each CASWA member pays one single, all-encompassing fee as described above.

We believe that the table of fees published is misleading not only to members of the public but also, potentially, to both councillors and council officers, as it gives a distorted view as to the reality of the situation.

As stated in the quoted section from Appendix D above: 'The fee set is subject to the Council's annual greater budgeting exercise in terms of necessary inflationary related uplift.'

The current UK inflation rate is 3.9%, with the core CPIH annual inflation rate being 5.2% in November 2023. CASWA's members agreed to pay last year's 5% increase to their licence fees

without complaint but feel that a further 10% increase in 2024 goes against the spirit of the agreement that was made when negotiating the existing licence in 2017-18.

CASWA's members believe that the current licence has, in the main, worked well for both the companies concerned and the council. There have been no disputes or divisive issues since the implementation of the licence in 2018 and we see no reason to alter the terms and conditions of the existing licence beyond annual inflationary-related increases.

We look forward to hearing from you.

Best wishes,

CASWA

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**I have been a Private Hire driver since April 2023.**

**I am aware of the fees Canterbury Council charged me to help children to and from school and no doubt there is no incentive to continue in this line of helping underprivileged children because clearly your using us as a tool to raise money for the Council which clearly cannot reflect in allowing us to help children get to and from school.**

**The fees are simply charged to balance your books or allow your pay to increase. I consider the fees a disgrace and worse than a pimp. Whilst there are documents, papers and various other expenses you may incur without the cabs available the entire school run would ground to a halt therefore I am asking that all fees on Private Hire Taxi's should not exceed £50.00 each year. Please explain why the fees today are at this level and why you feel you need to penalise private hire cabs that provide the Council with a service to children, I can understand circuit cabs incurring such fees but for private hire which specifically collect children from their home to school and return should not be levied as a circuit cab or be anywhere near the present fees.**

**I reject any increase and support a reduction in fees by £287.70, which will bring inline a farer level of fess and a fare way to deal with any documents which need to be issued, its not that Private Hire drivers need Canterbury Council, is that Canterbury Council need Private Hire drivers, You have a real cheek to charge exorbitant fees to help the Council.**

**Thank you**

## Overview and Scrutiny Committee

25 January 2024

**Subject:** Draft Housing Revenue and Capital Budget

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**Director and Head of Service:**

Marie Royle, Service Director People

Nicci Mills, Service Director Finance and Procurement and s151 officer

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**Officer:**

Gary Peskett, Housing Strategy Manager

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**Cabinet Member:**

Pip Hazelton, Cabinet Member for Housing

---

**Key or Non Key decision:**

Key

---

**Decision Issues:**

These matters are within the authority of the Council

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**Is any of the information exempt from publication:**

This report is open to the public.

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**CCC ward(s):**

All

---

**Summary and purpose of the report:**

This is a copy of the report to Cabinet, submitted to the Overview and Scrutiny Committee for review in advance of the decision making. Comments from this meeting will be passed to Cabinet for consideration. Cabinet will then recommend the budget to Council.

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**Next stage in process:**

Cabinet on 8 February 2024.

The remaining budget setting timetable is:

| Activity  | Date        |
|---|-------------|
| Overview & Scrutiny Committee consider budget and consultation feedback   | 25 January  |
| Cabinet considers feedback from budget consultation and the Overview and Scrutiny Committee and updated GF and HRA budget information to make recommendations to full Council on budget and council tax | 8 February  |
| Council approves budget and council tax for 2024/25   | 22 February |

Report to Cabinet  
8 February 2024

**Subject:** Draft Housing Revenue and Capital Budget

---

**Director and Head of Service:**

Marie Royle, Service Director People

Nicci Mills, Service Director Finance and Procurement and s151 officer

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**Officer:**

Gary Peskett, Housing Strategy Manager

Sam Joiner, Principal Accountant

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**Cabinet Member:**

Pip Hazelton, Cabinet Member for Housing

---

**Key or Non Key decision:**

Key

---

**Decision Issues:**

These matters are within the authority of the Council

---

**Is any of the information exempt from publication:**

This report is open to the public.

---

**CCC ward(s):**

All

---

**Summary and purpose of the report:**

*On 6 November 2023 a report concerning the draft HRA capital and revenue budget 2024/25 was presented to Cabinet. It explained the draft budget for 2024/25 and that the HRA is under considerable financial pressure because income from rent and service charges is insufficient to cover rising costs and the competing investment requirements of an ageing housing stock. The draft budget has been prepared using the best information available and aims to maintain a prudent working balance. This report presents the responses to the public consultation that closed on 8 January 2024 shown in Appendix F.*

*Government rent policy permits annual increases of up to CPI + 1%, a total of 7.7%. This is likely to be lower than the inflation of key costs for repairs, maintenance, and utilities, which has significant implications for the financial viability of the HRA and its ability to maintain services at current levels. It is proposed to increase rents by the government guideline figure of 7.7%, to increase service charges to cover the actual cost of providing services and to increase garage rents by £1.50 per week.*

*The timescales for the process of varying rents and service charges is very tight and any delay or material change for any reason could have serious financial and organisational impacts on the council.*

*The HRA budget for 2024/25 is for one year only and does not contain any projections for following years because of uncertainty about Government rent policy and the need to keep many elements of the budget under constant review.*

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**To Recommend (to Council):**

That the Council approves the draft HRA revenue and capital budgets set out in the Appendices A to C.

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**1. Introduction**

The HRA has been under considerable financial pressure for several years. The cost of managing and maintaining the existing housing stock and building new homes continues to rise, often much more quickly than the published rates of inflation, while income is being squeezed as a result of the tight constraints of Government policy towards social rents and successive Government initiatives.

At the meeting in November, Cabinet considered a report explaining the proposed revenue and capital budgets of the Housing Revenue Account for 2024/25.

Since that meeting and report quarter 2 forecasts for 2023/24 have now been added to Appendices A-C.

When the previous report was prepared the dwelling rents and service charges budgets, as shown in Appendix A, were based on a 52 week rent year. However 2024/25 will be a 53 week rent year. This will result in approximately £592,000 additional income for the HRA. Appendix A has not been altered to reflect this change as further work is required to provide a more accurate estimate.

Assumptions made in November of increases to insurance premiums were not sufficient. Recent information suggests that the increase for 2023/24 premiums are approximately 40%. The current estimate for 2024/25 in Appendix A has also not been adjusted, awaiting further information, but the increase in budget required for 2024/25 could be in the region of £230,000.

The council has adopted the principle of recovering the actual cost of services. The HRA Rent Setting Policy limits this increase at CPI + 1% + £1 per week. This report now recommends that in 2024/25, this principle be set aside and that service charges be increased to cover the true cost of providing the relevant services. The service charges tables two, three and five have been updated with the latest indicative weekly increases. The overall average anticipated shortfall for 2024/25 if the council policy of CPI + 1% + £1 per week was adhered to is also now referenced.

The budget will be tightly monitored and revised as necessary during the year.

**Revenue income****Housing Rents**

Council rents are tightly controlled by central Government. Its rent policy is set out in the Policy Statement on Rents for Social Housing of December 2022, which provides a framework for the council to increase rents by CPI + 1%. This is based on the CPI rate for September 2023, which was 6.7% + 1%, giving a total of 7.7%. It is recommended that rents are increased by 7.7% in 2024/25 in line with government policy. Table 1 estimates the effect of this on the average weekly rents for all major property designations and sizes in the council's portfolio.

**Table 1: Average rents in 2023/24 and the estimated effect of 7.7% increase in 2024/25**



| No. of bedrooms    | General Needs           |                                  | Hostels                 |                                  | Designated older person's accommodation |                                  | Sheltered & Sheltered Plus |                                  | All property designations |                                  |
|--------------------|-------------------------|----------------------------------|-------------------------|----------------------------------|---|----------------------------------|----------------------------|----------------------------------|---------------------------|----------------------------------|
|                    | Average Rent p.w. 23/24 | Average Rent Increase p.w. 24/25 | Average Rent p.w. 23/24 | Average Rent Increase p.w. 24/25 | Average Rent p.w. 23/24                 | Average Rent Increase p.w. 24/25 | Average Rent p.w. 23/24    | Average Rent Increase p.w. 24/25 | Average Rent p.w. 23/24   | Average Rent Increase p.w. 24/25 |
| 0                  | £80.12                  | £6.17                            |                         |                                  | £94.41                                  | £7.27                            | £78.93                     | £6.08                            | £83.73                    | £6.45                            |
| 1                  | £90.33                  | £6.96                            | 90.82                   | £6.99                            | £95.24                                  | £7.33                            | 392.00                     | £7.08                            | £91.58                    | £7.05                            |
| 2                  | £106.28                 | £8.18                            | £108.30                 | £8.33                            | £109.62                                 | £8.44                            | £107.40                    | £8.27                            | £106.57                   | £8.21                            |
| 3                  | £121.09                 | £9.32                            |                         |                                  |   |                                  | £118.25                    | £9.11                            | £121.09                   | £9.32                            |
| 4                  | £138.88                 | £10.69                           |                         |                                  |   |                                  |                            |                                  | £138.88                   | £10.69                           |
| 5                  | £141.04                 | £10.86                           |                         |                                  |   |                                  |                            |                                  | £141.04                   | £10.86                           |
| <b>Grand Total</b> | <b>£108.23</b>          | <b>£8.33</b>                     | <b>£92.41</b>           | <b>£7.11</b>                     | <b>£98.35</b>                           | <b>£7.57</b>                     | <b>£92.29</b>              | <b>£7.11</b>                     | <b>£105.41</b>            | <b>£8.12</b>                     |

75% of tenants receive either full or partial Housing Benefit or Universal Credit to help pay their housing costs, which will cushion them from the full impact of the increase. Benefits for housing costs are calculated according to personal circumstances and will take the rent increase into account.

As 2024/25 is a leap year, the rent year contains 53 weeks and the rent will be calculated accordingly.

### Service Charges

Service charges are payable for specific services, usually for communal facilities in blocks of flats. They are not part of the same legislative and regulatory framework as rent, but are subject to statute and extensive case law.

The council has adopted the principle of recovering the actual cost of services. The HRA Rent Setting Policy limits this increase at CPI + 1% + £1 per week. It is recommended that in 2024/25, that this principle is set aside and that service charges are increased to cover the true cost of providing the relevant services. As a result, some tenants will have to pay more. If this option is not accepted, there will be shortfalls that will have to be paid from the rental income of all other tenants, which is neither fair nor appropriate.

In blocks of general needs flats, the only costs to have been identified separately and charged to the tenants (a process known as depooling) are the lighting and cleaning of communal areas. These vary from block to block, according to design and layout. Service charges in sheltered housing and Sheltered Plus are more extensive because there are more communal facilities and more services.

Service charges for communal lighting are based on the previous year's actual expenditure. Last year there was a huge increase in utilities costs, which was not passed on to tenants in full, because the scale of the increases in fuel contract prices was not known when the budget was prepared. It is recommended that in 2024/25, service charges for communal lighting are increased to recover the actual cost of the service. Table 2 shows the total amount recovered in service charges in 2023/24 for landlords lighting compared to the actual cost of the communal lighting. The final column contains the indicative increase for each accommodation type to recover the actual cost from 2022/23. If the council policy of CPI +

1% + £1 per week was adhered to, this would result in an overall average anticipated shortfall of £22,700 in 2024/25.

**Table 2: Communal lighting service charges actual costs and recommended increases**

| Accommodation type             | No. of Tenants | Total recovered 23/24 | Total actual cost 22/23 | % difference  | Current average charge to tenant p.w. 23/24 | Actual average cost per tenant p.w. 23/24 | Indicative increase 24/25 p.w. |
|--------------------------------|----------------|-----------------------|-------------------------|---------------|---|---|--------------------------------|
| General needs & semi sheltered | 1,638          | £84,830               | £155,309                | 83.08%        | £1.04                                       | £1.86                                     | £0.82                          |
| Hostels                        | 21             | £7,646                | £15,923                 | 108.25%       | £7.28                                       | £14.87                                    | £7.59                          |
| Sheltered                      | 441            | £101,954              | £131,055                | 28.54%        | £4.62                                       | £5.83                                     | £1.21                          |
|                                | <b>2,100</b>   | <b>£194,430</b>       | <b>£302,287</b>         | <b>55.47%</b> |   |   |                                |

The cost of communal cleaning varies more, depending on the layout of the building, and charges are based on figures provided by the contractor. It is recommended that the council charges actual costs. The indicative increase is in the final column of Table 3. If the council policy of CPI + 1% + £1 per week was adhered to, this would result in an overall average anticipated shortfall of £13,800 in 2024/25.

**Table 3: Communal cleaning service charges actual costs and recommended increases**

| Accommodation type             | No. of Tenants | Total recovered 23/24 | Total actual cost 22/23 | % difference | Current average charge to tenant p.w. 23/24 | Actual average cost per tenant p.w. 23/24 | Indicative increase 24/25 p.w. |
|--------------------------------|----------------|-----------------------|-------------------------|--------------|---|---|--------------------------------|
| General needs & semi sheltered | 1,678          | £193,263              | £214,705                | 11.09%       | £2.30                                       | £2.51                                     | £0.21                          |
| Hostels                        | 21             | £11,352               | £11,960                 | 5.35%        | £10.81                                      | £11.17                                    | £0.36                          |
| Sheltered                      | 562            | £130,188              | £130,167                | -0.02%       | £4.63                                       | £4.54                                     | -£0.09                         |
|                                | <b>2,261</b>   | <b>£334,802</b>       | <b>£356,831</b>         | <b>6.58%</b> |   |   |                                |

An area of concern in sheltered housing and Sheltered Plus is the cost of heating. Most of these premises have communal heating systems and residents pay to heat and light their homes and communal areas through service charges. Last year, in the absence of firm information from our utilities suppliers when the budget was compiled, it was anticipated that the contract prices of gas and electricity would increase by 50% in 2023/24. Normally, any uplift in the cost of utilities is recovered by increasing service charges in the following financial year. However, the expected 50% increase was considered sufficiently significant to warrant a proposal for a two stage increase in heating and lighting service charges to recover half in 2023/24 and the other half in 2024/25. In fact, the actual increases were much higher than expected (see Table 4). Therefore, it was agreed that these service charges would be increased by 25% in 2023/24 for one year only, and that the situation would be reassessed in the light of actual utilities bills and firmer information.

**Table 4: Actual percentage increases in the cost of utilities in sheltered housing**

|  | Standing charge | Rate per unit of energy |
|--|-----------------|-------------------------|
|  |                 |                         |

|             |               |       |
|-------------|---------------|-------|
| Electricity | +63%          | +71%  |
| Gas         | +105% to 122% | +252% |

Table 5 contains the total amount recovered in service charges in 2023/24 for heating compared to the actual cost in 2022/23. It is recommended that in 2024/25, service charges for communal heating are increased to recover the actual cost of the service. The final column contains the indicative increase for each accommodation type to recover the full cost of the service. The indicative increases are significant and could be staged. However, this runs the risk that costs will always outstrip income, and in the meantime other tenants will be subsidising the heating and lighting of sheltered and Sheltered Plus tenants, which is not fair or appropriate. If the council policy of CPI + 1% + £1 per week was adhered to, this would result in an overall average anticipated shortfall of £198,300 in 2024/25.

**Table 5: Heating service charges actual costs and recommended increases**

| Accommodation type             | No. of Tenants | Total recovered 23/24 | Total actual cost 22/23 | % difference   | Current average charge to tenant p.w. 23/24 | Actual average cost per tenant p.w. 23/24 | Indicative increase 24/25 p.w. |
|--------------------------------|----------------|-----------------------|-------------------------|----------------|---|---|--------------------------------|
| General needs & semi sheltered | 5              | £957                  | £6,893                  | 620.23%        | £3.83                                       | £27.03                                    | £23.20                         |
| Hostels                        | 22             | £12,022               | £33,140                 | 175.66%        | £10.93                                      | £29.54                                    | £18.61                         |
| Sheltered                      | 439            | £190,367              | £416,624                | 118.85%        | £8.67                                       | £18.61                                    | £9.94                          |
|                                | <b>466</b>     | <b>£203,346</b>       | <b>£456,659</b>         | <b>124.57%</b> |   |   |                                |

## Expenditure

Many of the council's homes are over 50 years old and in need of significant investment. One of the major elements of expenditure is maintenance, particularly reactive maintenance. The budget figure for reactive repairs in 2023/24 is £7.2 million. However, the forecast outturn in Quarter 2 of 2023/24 is £7.8 million and rising. The budget for capital maintenance is £6.9 million in 2023/24, with a forecast outturn of £4.4 million. It would be more efficient and better value for money to address maintenance issues through a capital planned maintenance programme, which relies on good quality data about the condition of the housing stock.

## Prioritisation of maintenance expenditure

The cost of reactive maintenance is very high and HRA funds are limited, so it is proposed to prioritise health and safety, compliance, and the treatment of damp and mould.

## External factors & inflationary pressures

Maintenance costs have been outstripping CPI by a significant margin, due, in part to shortages of materials and skilled labour and market pressures.

## Staffing

Recruitment and retention of technically qualified and experienced professional staff is challenging in all fields, but particularly for repairs, maintenance and construction, where skills are in great demand. The council is competing with other local authorities, registered providers and the private sector for staff, which affects our ability to deliver the service and our costs.

### **Development schemes**

Other areas of exceptional investment such as acquisition, regeneration and remodelling of our stock will be assessed for financial viability on a case by case basis, and where possible, will be supported by applications for grant funding from relevant Government organisations. A separate report is being considered by councillors regarding an opportunity to purchase a number of affordable rent homes in the Canterbury area and the financial implications. If approved, the capital budget will be amended accordingly.

## **2. Relevant Council policy, strategies or budgetary documents**

HRA Business Plan 2019

Housing, Homelessness and Rough Sleeping Strategy 2018-2023

HRA Rent Setting Policy

HRA Garage Management Strategy

Asset Management Interim Position Statement - Council Housing 2021-2022

## **3. Consultation planned or undertaken**

Public consultation took place between 13 November 2023 until 8 January 2024. 6 replies were received.

- 66% of respondents supported the proposed rent increase of 7.7%.
- 66% of respondents supported the estimated increases in service charges.
- Only 16% of respondents objected to the proposed increase of £1.50 per week in garage rents.

The consultation responses are in Appendix F.

## **4. Options available with reasons for suitability**

Option 1: Recommend that the draft housing revenue and capital budget should be approved.

Option 2: Recommend that the draft housing revenue and capital budget should be amended.

Option 3: Recommend that the draft housing revenue and capital budget to Council is not accepted.

Option 1 is the recommended option. It ensures continuity of service to tenants and meets the council's legal obligations as a landlord.

## **5. Reasons for supporting option recommended, with risk assessment**

Option 1 is preferred because this draft budget is based on the most robust data currently available and it ensures that the council can continue to provide services to vulnerable tenants and meet its legal responsibilities as a landlord.

## **6. Implications**

(a) Financial - Financial implications are contained in the body of the report.

(b) Legal

The council is required to have an HRA by the Local Government and Housing Act 1989 as a ring-fenced account for income and expenditure relating to the provision of council

housing. The HRA cannot be funded from or make contributions to the General Fund. The council is not permitted to set a deficit budget for the HRA and a realistic and robust HRA budget must be agreed to enable the council to fulfil its legal obligations as a landlord.

The council's ability to set rents and increase rents are constrained by the Government's Policy Statement on Rents for Social Housing, updated on 14 December 2022 and the Rent Standard, published by the Regulator of Social Housing in April 2023.

(c) Equalities - None identified.

(d) Environmental including carbon emissions and biodiversity

Improved energy efficiency, decarbonisation and fuel poverty are a priority of the HRA assets investment programme.

**Contact Officer: Gary Peskett, Housing Strategy Manager**

### **Background documents and appendices**

Appendix A - HRA Revenue Summary  
Appendix B - HRA Capital Programme and Financing  
Appendix C - Housing Repairs Account  
Appendix D - Climate Change Impact Assessment  
Appendix E - Equality Impact Assessment  
Appendix F - Consultation responses

### **Additional document(s) containing information exempt from publication:**

No

## Appendix A

| Actual<br>2022/23<br>£ | <b><u>Housing revenue account</u></b>           | Original<br>2023/24<br>£ | Forecast<br>2023/24<br>£ | Estimate<br>2024/25<br>£ |
|------------------------|---|--------------------------|--------------------------|--------------------------|
|                        | <b><u>Income</u></b>                            |                          |                          |                          |
| (24,460,177)           | Dwelling rents                                  | (25,738,210)             | (25,992,712)             | (27,720,052)             |
| (573,857)              | Non-dwelling rents                              | (613,706)                | (602,205)                | (668,940)                |
| (335,994)              | Leaseholder charges for services and facilities | (300,000)                | (348,059)                | (300,000)                |
| (1,448,765)            | Other charges for services and facilities       | (1,621,486)              | (1,487,161)              | (1,621,486)              |
| <b>(26,818,792)</b>    | <b>Total income</b>                             | <b>(28,273,402)</b>      | <b>(28,430,137)</b>      | <b>(30,310,478)</b>      |
|                        | <b><u>Expenditure</u></b>                       |                          |                          |                          |
| 6,416,063              | Self financing debt repayments                  | 6,416,066                | 6,416,066                | 6,416,066                |
| 7,117,501              | Repairs and maintenance                         | 7,230,818                | 7,838,352                | 7,990,818                |
| 5,370,360              | General management                              | 5,612,604                | 5,339,846                | 5,893,234                |
| 2,408,603              | Special services                                | 2,464,989                | 2,412,594                | 2,711,488                |
| 595,804                | Rent, rates, taxes & insurances                 | 488,200                  | 699,700                  | 585,840                  |
| 382,387                | Increase provision for bad or doubtful debts    | 250,000                  | 250,000                  | 250,000                  |
|                        | <b><u>Capital financing costs</u></b>           |                          |                          |                          |
| 4,340,147              | Depreciation charges                            | 4,200,000                | 4,200,000                | 4,200,000                |
| 790,873                | External borrowing repayments                   | 1,287,975                | 1,037,975                | 1,745,570                |
| 20,528                 | Debt management expenses                        | 25,000                   | 25,000                   | 25,000                   |
| <b>27,442,266</b>      | <b>Total expenditure</b>                        | <b>27,975,652</b>        | <b>28,219,533</b>        | <b>29,818,016</b>        |
| <b>623,475</b>         | <b>HRA services - net position</b>              | <b>(297,750)</b>         | <b>(210,604)</b>         | <b>(492,462)</b>         |
| 121,400                | HRA share of corporate and democratic core      | 121,400                  | 121,400                  | 121,400                  |
| <b>744,875</b>         | <b>Net operating position</b>                   | <b>(176,350)</b>         | <b>(89,204)</b>          | <b>(371,062)</b>         |
| 260,373                | Interest payable (item 8 debit)                 | 261,000                  | 261,000                  | 261,000                  |
|                        | <b><u>Interest and investment income</u></b>    |                          |                          |                          |
| (10,186)               | Notional cash balances (Item 8 credit)          | (3,000)                  | (3,000)                  | (3,000)                  |
| (687,557)              | Transfer to/from reserves                       | (600,000)                | 0                        | 0                        |
| <b>307,505</b>         | <b>Total deficit/surplus(-)</b>                 | <b>(518,350)</b>         | <b>168,796</b>           | <b>(113,062)</b>         |
| (893,314)              | Balance as at 1st April                         | (990,992)                | (585,809)                | (417,013)                |
| 307,505                | Deficit/(surplus) for the year                  | (518,350)                | 168,796                  | (113,062)                |
| <b>(585,809)</b>       | <b>Balance as at 31st March</b>                 | <b>(1,509,342)</b>       | <b>(417,013)</b>         | <b>(530,075)</b>         |

Appendix B

| Actual<br>2022/23<br>£                     | <b><u>HRA capital programme</u></b> | Original<br>2023/24<br>£ | Forecast<br>2023/24<br>£ | Estimate<br>2024/25<br>£ |
|--|-------------------------------------|--------------------------|--------------------------|--------------------------|
| <b><u>Expenditure</u></b>                  |                                     |                          |                          |                          |
| <b><u>Major repair and improvement</u></b> |                                     |                          |                          |                          |
| 1,239,894                                  | Building fabric                     | 300,000                  | 1,050,023                | 900,000                  |
| 104,237                                    | Building internal fit-out           | 300,000                  | 560,000                  | 300,000                  |
| 92,453                                     | Mechanical, electrical and heating  | 650,000                  | 92,000                   | 100,000                  |
| 248,133                                    | Compliance and building safety      | 2,854,000                | 1,500,000                | 2,800,000                |
| 2,103,001                                  | Enhancements and adaptations        | 1,130,000                | 1,993,796                | 1,800,000                |
| 697,064                                    | Major void works                    | 600,000                  | 52,590                   | 500,000                  |
| 235,863                                    | External and communal               | 25,000                   | 14,670                   | 600,000                  |
| 7,963                                      | Procurement and contract management | 103,000                  | 20,000                   | 100,000                  |
| 0  | Contingency allowance               | 1,000,000                | 0                        | 1,500,000                |
| <b>4,728,608</b>                           | <b>Sub total</b>                    | <b>6,962,000</b>         | <b>5,283,079</b>         | <b>8,600,000</b>         |
| <b><u>Other schemes</u></b>                |                                     |                          |                          |                          |
| 2,654,522                                  | Housing development schemes         | 0                        | 20,055                   | 0                        |
| 25,840                                     | IT improvements                     | 50,000                   | 50,000                   | 50,000                   |
| <b>2,680,362</b>                           | <b>Sub total</b>                    | <b>50,000</b>            | <b>70,055</b>            | <b>50,000</b>            |
| <b>7,408,970</b>                           | <b>Total expenditure</b>            | <b>7,012,000</b>         | <b>5,353,134</b>         | <b>8,650,000</b>         |
| <b><u>Financing</u></b>                    |                                     |                          |                          |                          |
| 4,340,147                                  | Depreciation                        | 4,200,000                | 4,200,000                | 4,200,000                |
| 842,823                                    | External borrowing                  | 2,812,000                | 1,153,134                | 4,450,000                |
| 1,171,000                                  | Capital receipts                    | 0                        | 0                        | 0                        |
| 1,055,000                                  | Capital receipts (1-4-1 receipts)   | 0                        | 0                        | 0                        |
| <b>7,408,970</b>                           | <b>Total financing</b>              | <b>7,012,000</b>         | <b>5,353,134</b>         | <b>8,650,000</b>         |
| <b>0</b>                                   | <b>Shortfall in financing</b>       | <b>0</b>                 | <b>0</b>                 | <b>0</b>                 |

Appendix C

| Actual<br>2022/23<br>£ | <u>Housing repairs account</u>          | Original<br>2023/24<br>£ | Forecast<br>2023/24<br>£ | Estimate<br>2024/25<br>£ |
|------------------------|---|--------------------------|--------------------------|--------------------------|
| 2,239,767              | Day to day repairs - PPP                | 2,342,000                | 2,417,301                | 2,932,760                |
| 581,592                | Gas & heating service & remedial work   | 780,000                  | 769,982                  | 936,000                  |
| 744,329                | Repairs to buildings - non PPP          | 700,000                  | 1,255,261                | 300,000                  |
| 87,600                 | Lift maintenance                        | 140,000                  | 105,000                  | 154,000                  |
| 288                    | Play ground repairs                     | 20,024                   | 0                        | 20,024                   |
| 1,831,591              | Voids                                   | 1,205,000                | 1,205,000                | 1,445,000                |
| 15,200                 | Mutual exchanges                        | 0                        | 0                        | 0                        |
| 80,300                 | Communal boilers                        | 100,000                  | 50,000                   | 120,000                  |
| <b>5,580,667</b>       | <b>Total responsive repairs</b>         | <b>5,287,024</b>         | <b>5,802,544</b>         | <b>5,907,784</b>         |
| 26,112                 | Estate & property maintenance           | 60,000                   | 39                       | 66,000                   |
| 2,652                  | Property protection                     | 15,000                   | 0                        | 16,500                   |
| 238,886                | Asbestos removal                        | 175,000                  | 350,000                  | 210,000                  |
| 2,015                  | Lightning protection                    | 3,000                    | 2,000                    | 3,600                    |
| 393,090                | Cleaning housing estates - PPP          | 417,789                  | 420,589                  | 438,678                  |
| 278,504                | Fire prevention works                   | 300,000                  | 400,000                  | 315,000                  |
| 110,617                | Flytipping                              | 119,955                  | 127,000                  | 125,953                  |
| 42,007                 | Warden call schemes                     | 40,000                   | 40,000                   | 44,000                   |
| 41,969                 | Cleaning housing estates - non PPP      | 36,750                   | 33,440                   | 38,588                   |
| 111,157                | Fire alarm & emergency lighting         | 150,000                  | 170,000                  | 165,000                  |
| 97,127                 | Electrical testing                      | 344,100                  | 300,000                  | 361,305                  |
| 53,541                 | Asbestos surveying & sampling           | 45,000                   | 28,266                   | 47,250                   |
| 38,913                 | Compliance auditing services            | 42,000                   | 0                        | 46,200                   |
| 84,510                 | Water hygiene sampling & remedials      | 106,300                  | 44,204                   | 111,615                  |
| 7,061                  | FRA's & fire surveys                    | 50,000                   | 53,684                   | 52,500                   |
| 0                      | Dry riser & sprinkler system servicing  | 1,400                    | 850                      | 1,470                    |
| 342                    | Radon surveying & sampling              | 0                        | 15,736                   | 0                        |
| 8,331                  | Planned energy performance certificates | 37,500                   | 50,000                   | 39,375                   |
| <b>1,536,834</b>       | <b>Total planned maintenance</b>        | <b>1,943,794</b>         | <b>2,035,808</b>         | <b>2,083,034</b>         |
| <b>7,117,501</b>       | <b>Total housing repairs account</b>    | <b>7,230,818</b>         | <b>7,838,352</b>         | <b>7,990,818</b>         |



## App D - Climate Change Impact Assessment (Checklist)

Please provide an assessment of the impact of the proposal under each of the headings below. If none, please say so.

### 1. Climate Change impacts

| Impact of proposal<br>Positive/<br>Neutral/<br>Negative  | Explanation of impact<br>If you have any relevant data, please include that in the explanation and reference the source.                                | Mitigation |
|--|---|------------|
| <b>Impact on the council's target of being carbon neutral by 2030</b><br>This applies to emissions of carbon dioxide as a direct result of our <b>own</b> activities and services. Please consider the whole life impact of your proposals |   |            |
| Positive   | Elements of the HRA budget will be spent on maintenance & investment expenditure that will reduce carbon emissions, heat inefficiency and fuel poverty. |            |
| <b>Impact on carbon emissions in the Canterbury district</b><br>This applies to the carbon dioxide emissions in the district as a result of your proposal. Please consider the whole life impact of your proposals.                        |   |            |
| Positive   | The council's housing stock has been assessed as the council's largest contributor to carbon emission.  | See above  |
| <b>Emission of other climate changing gases</b><br>including methane, CFCs, nitrous oxide  |   |            |
| Positive   | The HRA budget places a high priority on maintenance & investment expenditure that will reduce carbon emissions, heat inefficiency and fuel poverty.    | See above  |

### 2. Adaptation to climate change - Impact on our resilience to the effects of climate change

The greatest risks posed by climate change to the UK are:

- Flooding and coastal changes including erosion from extreme events
- Risks to health caused by high temperatures
- Water shortages and drought
- Risk to natural environments & services - landscape, wildlife, pollinators, timber etc
- Risk to food production & trade
- Emergence of new pests and diseases affecting people, plants & animals

**What impact do your proposals have on our ability to resist or tackle these problems in the future?**

| <b>Impact of proposal</b><br>Positive/<br>Neutral/<br>Negative | Explanation of impact | Mitigation |
|--|-----------------------|------------|
| Neutral  | No additional impact  |            |
|  |                       |            |

**3. Further assessment work**

Is a further more detailed assessment required at a later stage of this proposal?

If yes, please give a brief description

## App E - Equality Impact Assessment

|  |   |
|--|---|
| <b>Date of initial assessment</b>                                      | 26 October 2023   |
| <b>Division</b>  | Housing and Community                                   |
| <b>Proposal to be assessed</b>   | Draft Housing Revenue and Capital Budget Report 2024/25 |
| <b>New or existing policy or function?</b>                             | Existing  |
| <b>External (i.e. public-facing) or internal?</b>                      | External  |
| <b>Statutory or non-statutory?</b>                                     | Non-statutory   |
| <b>Your name</b>   | Gary Peskett  |
| <b>Your job title</b>  | Housing Strategy Manager                                |
| <b>Your contact telephone number</b>                                   | 01227 910574  |
| <b>Decision maker</b> (e.g. Community Committee, Management Team etc.) | Council   |
| <b>Estimated proposal deadline</b>                                     | February 2024   |

|  |   |
|--|---|
| <p><b>Please outline your proposal, including:</b></p> <ul style="list-style-type: none"> <li>• Aims and objectives</li> <li>• Key actions</li> <li>• Expected outcomes</li> <li>• Who will be affected and how</li> <li>• How many people will be affected</li> </ul> | To provide a draft budget for the HRA for 2024/25 for consultation with the council's housing tenants and the general public that is financially viable and meets the council's legal duties.   |
| <p><b>What relevant data or information is currently available about the customers who may use this service or could be affected?</b></p> <p>Please give details; for example "x% of customers are female" or "x% of customers are aged over 60"</p>                   | Extensive information is available about the circumstances of households on the Housing Needs Register and the council's housing tenants. This budget will affect every household that lives in the council's residential properties. |

|   |        |   |
|---|--------|---|
| <p><b>Is the decision relevant to the aims of the Public Sector Equality Duty, which are listed below?</b></p> <p>Guidance on the aims can be found in the EHRC's <a href="#">PSED Technical Guidance</a></p> |        |   |
| Aim   | Yes/No | Explanation   |
| <b>Eliminate discrimination, harassment and victimisation</b>   | No     | All council tenants are treated equally, with due attention paid to individual circumstances. |
| <b>Advance equality of opportunity between persons who share a relevant protected characteristic and persons who do not share it</b>  | No     | As above  |

|  |    |          |
|--|----|----------|
| <b>Foster good relations between persons who share a relevant protected characteristic and persons who do not share it</b> | No | As above |
|--|----|----------|

**Assess the relevance of the proposal to people with different protected characteristics, and assess the impact of the proposal on people with different protected characteristics.**  
Your explanation should make it clear who the assessment applies to within each protected characteristic. For example, a proposal may have high relevance for young people but low relevance for older people; it may have a positive impact on women but a neutral impact on men.

| Protected characteristic  | Relevance to proposal<br>High/<br>Medium/<br>Low/None | Impact of proposal<br>Positive/<br>Neutral/<br>Negative | Explanation   |
|---|---|---|---|
| <b>Age</b>  | No  | Neutral   | As above  |
| <b>Disability</b>   | No  | Neutral   | As above  |
| <b>Gender reassignment</b>  | No  | Neutral   | As above  |
| <b>Marriage and civil partnership</b>   | No  | Neutral   | As above  |
| <b>Pregnancy and maternity</b>  | No  | Neutral   | As above  |
| <b>Race</b>   | No  | Neutral   | As above  |
| <b>Religion or belief</b>   | No  | Neutral   | As above  |
| <b>Sex</b>  | No  | Neutral   | As above  |
| <b>Sexual orientation</b>   | No  | Neutral   | As above  |
| <b>Other groups:</b> for example – low income/ people living in rural areas/ single parents/ carers and the cared for/ past offenders/ long-term unemployed/ housebound/ history of domestic abuse/ people who don't speak English as a first language/ People without computer access etc. | Yes   | Neutral   | Most of the council's housing tenants have low incomes. The draft budget addresses issues of housing affordability. |

|   |    |
|---|----|
| <b>Are you going to make any changes to your proposal as a result of these findings, in order to mitigate any potential negative impacts identified?</b><br>If yes, what are they?<br>If no, why not? | No |
|---|----|

|   |    |
|---|----|
| <b>Is there any potential negative impact which cannot be minimised or removed? If so, can it be justified?</b> (for example, on the grounds of promoting equality of opportunity for another protected characteristic) | No |
|---|----|

|   |      |
|---|------|
| <b>What additional information would increase your understanding about the potential impact of this proposal?</b> | None |
|---|------|

**If a consultation exercise is required as part of your proposal, please complete the consultation planning form on iCan.**

Please update the section below if:

- You have amended your proposal
- You have new information
- You have undertaken consultation

|   |                             |
|---|-----------------------------|
| <b>Date of revised assessment</b>   | Click here to enter a date. |
| <b>Have you made any changes to your initial assessment?</b> If so, please give brief details   |                             |
| <b>Did you undertake consultation?</b><br>– if yes, give date and the consultation results:   |                             |
| <b>Do you have new information which reveals any difference in views across the protected characteristics?</b>  |                             |
| <b>Can any new conclusions be drawn as to how the proposal will affect people with different protected characteristics?</b>   |                             |
| <b>Are you going to make any changes to your proposal as a result of these findings, in order to mitigate any potential negative impacts identified?</b><br>If yes, what are they?<br>If no, why not?                   |                             |
| <b>Is there any potential negative impact which cannot be minimised or removed? If so, can it be justified?</b> (for example, on the grounds of promoting equality of opportunity for another protected characteristic) |                             |

Should you need to revisit your assessment more than once, please ensure that you provide details of any changes or new information and the date these amendments were made.



# Housing Revenue Account budget consultation 2024/25

## Consultation responses

### 1. Introduction

Consultation on Canterbury City Council's (CCC) proposals for the Housing Revenue Account (HRA) budget took place between Monday 13 November 2023 and Monday 8 January 2024.

The HRA is paid for from the rent and service charges we collect from more than 5,000 homes we own and manage.

This account is ring-fenced and separate from the council's main day-to-day spending budget which is known as the General Fund.

HRA money can only be spent on services for council tenants and leaseholders.

The respondents were asked if they supported or objected to proposed increases in council rent, service charges and garage rent.

A total of 6 responses were received.

## 2. Executive summary

- The responses to the consultation were mixed with some support and objection.
- There were a limited number of responses so recurring themes did not emerge.
- Some stated that the rent increases were in line with their inflation, were necessary for keeping the properties in good order and that the service charges were reasonable.
- Others said the rent increases were too high given the size of their accommodation and the quality of both cleaning and maintenance.

### 3. Consultation methodology

Consultation took place between Monday 13 November 2023 and Monday 8 January 2024. The following methods were used to seek views:

- an online questionnaire, which received 6 responses
- a paper version of the questionnaire, of which none were returned
- written representations were also welcomed and none were received.

The consultation was promoted in the following ways:

- an article on the council's newsroom site
- posts on the council's social media channels.

Additionally, the following stakeholders were emailed directly to encourage them to respond to the consultation:

- Parish councils
- CCC councillors
- Relevant KCC councillors
- Residents' associations
- Local 'Friends of' groups
- Canterbury Connected Business Improvement District (BID)
- Canterbury Archaeological Trust
- Canterbury Green Party
- Canterbury Inter Faith Association
- Canterbury Society
- Canterbury Society
- Canterbury Action for Sustainable transport
- Canterbury College
- Cathedral Court Residents Association
- C4B
- CPRE Kent
- CPRE Kent
- East Cliff Neighbourhood Panel
- English Rural Housing Association
- Ethnic Minority Independent Council (EMIC)
- Ethnic Minority Independent Council
- Herne Bay and District Chamber of Commerce
- Hi Kent
- Hilltop Community
- Home Builders Federation
- Chamber of Commerce
- Invicta Chamber of Commerce
- Local Democracy Forum
- Moat Housing
- Mono Consultants Limited
- SPOKES East Kent Cycle Campaign
- St Mildreds Area Conservation Society SMACS
- The Crab & Winkle Line Trust
- The Canterbury Academy Trust
- The Gardens Trust
- The Georgian Group
- The Ickham, Littlebourne and Wickhambreaux Society
- The Open Spaces Society
- The Society of Sturry Village
- The Talk of Tankerton
- The Twentieth Century Society
- Theatres Trust
- Whitstable Improvement Trust
- Visit Kent



- Canterbury Climate Action Partnership
- Canterbury Christchurch Student Union
- University of Kent Student Union
- UCA Student Union
- Age UK Canterbury
- Canterbury Inter-Faith Association (CANDIFA)
- Disability Advisory Panel (DAP)
- Ethnic Minority Independent Council (EMIC)
- HiKent
- Nigerian Community Association
- Polish Educational Club in Kent (PECK)
- Karibu Community Action Kent
- Kwan Ngei Chinese Association
- Canterbury and District Jewish Community
- Canterbury Muslim Cultural Centre
- Kent County Council - Highways
- Stagecoach
- Whitefriars
- Marlowe Society
- English Heritage
- World Heritage Committee
- Pride
- Visit Kent
- Canterbury Cathedral
- Canterbury Festival
- Continental Drifts
- Kent Cultural Transformation Board
- Canterbury Tales of England
- Canterbury Archaeological Trust

## 4. Findings

*NB: Percentages have been rounded to the nearest decimal point*

### 4.1. Questionnaire responses

A total of 6 completed online questionnaires were submitted.

#### 4.1.1. Respondent profile

100% of respondents are residents of the Canterbury district.

| Respondent type                             | Percentage |
|---|------------|
| A resident of the Canterbury district       | 100% (6)   |
| A visitor to the Canterbury district        | -          |
| A worker in the Canterbury district         | -          |
| A business, organisation or community group | -          |
| A city, county, parish or town councillor   | -          |
| An MP                                       | -          |

The majority of people responding were aged 45 to 54.

| Age          | Percentage |
|--------------|------------|
| Under 18     | -          |
| 18 to 25     | -          |
| 26 to 34     | -          |
| 35 to 44     | 16.7% (1)  |
| 45 to 54     | 50.0% (3)  |
| 55 to 64     | 16.7% (1)  |
| 65 to 74     | 16.7% (1)  |
| 75 to 84     | -          |
| 85 and above | -          |

More females responded than males.

| Gender  | Percentage |
|---|------------|
| Male  | 33.3% (2)  |
| Female  | 50.0% (3)  |
| Prefer to self-describe (for example, non-binary, gender fluid etc) | -          |

*NB: 1 (16.7%) respondent did not give their gender*

#### 4.1.2. Increase in council rents

What do you think about the proposal to increase council rents by CPI + 1% (7.7%)?

| Estimated average weekly rents 2024/25     |                               |                               |
|--|-------------------------------|-------------------------------|
| Property designation                       | Average rent 2023/24 per week | Average rent 2024/25 per week |
| General needs                              | £108.23                       | £116.56                       |
| Hostel                                     | £92.41                        | £99.52                        |
| Non-sheltered older persons' accommodation | £98.35                        | £105.92                       |
| Sheltered                                  | £92.29                        | £99.40                        |
| Average for all designations               | £105.41                       | £113.53                       |

The majority of respondents supported this proposal.

Those that supported understood the need to raise rates in order to keep properties in good order.

Some objected stating that an increase was not justified given the condition of their property.

| Level of support | Percentage |
|------------------|------------|
| Support          | 66.7% (4)  |
| Object           | 33.3% (2)  |
| Neither          | -          |

The following themes were identified in the comments:

- Charges are line with inflation: 1 comment
- Necessary for property upkeep: 1 comment
- Necessary for support of residents: 1 comment

### 4.1.3. Increased service charges

What do you think about these proposals?

| Estimated average weekly service charges 2024/25 |                         |                         |                         |                         |                               |                                |
|--|-------------------------|-------------------------|-------------------------|-------------------------|-------------------------------|--------------------------------|
| Property designation                             | Communal lighting 23/24 | Communal lighting 24/25 | Communal cleaning 23/24 | Communal cleaning 24/25 | Heating 23/24                 | Heating 24/25                  |
| General needs                                    | £1.04                   | £1.56                   | £2.30                   | £2.45                   | £0<br>(1 exception at £3.83)  | £0<br>(1 exception at £19.52)  |
| Hostel   | £7.28                   | £12.18                  | £10.81                  | £11.31                  | £10.93                        | £18.60                         |
| Non-sheltered older persons' accommodation       | £1.04                   | £1.56                   | £2.30                   | £2.45                   | £0<br>(4 exceptions at £3.83) | £0<br>(4 exceptions at £19.52) |
| Sheltered  | £4.62                   | £4.78                   | £4.64                   | £4.61                   | £8.66                         | £13.15                         |

Two thirds of respondents supported this proposal. Those that supported stated that the charges were reasonable.

| Level of support | Percentage |
|------------------|------------|
| Support          | 66.7% (4)  |
| Object           | 16.7% (1)  |
| Neither          | 16.7% (1)  |

The following themes were identified in the comments:

- The price is reasonable: 1 comment
- Necessary for provision of services: 1 comment

#### 4.1.4. Increased garage rent

What do you think about these proposals?

In February 2022, the council adopted the HRA Garage Management Strategy which involves the following:

- adopting a commercial approach to setting garage rent level
- increasing garage rents by at least £1.50 per week from 2022/23
- benchmarking garage rents against neighbouring councils.

A half of respondents supported this proposal. Those that supported understood that it is reasonable to match the charges made for garages by other councils.

| Level of support | Percentage |
|------------------|------------|
| Support          | 50.0% (3)  |
| Object           | 16.7% (1)  |
| Neither          | 33.3% (2)  |

The following themes were identified in the comments:

- More garages needed: 1 comment
- Proposed charges are similar to other areas: 1 comment
- Increase charges further so they match other councils: 1 comment

#### 4.1.5. Any other comments

Respondents were asked if they had any other comments on the proposed Housing Revenue Account budget for 2023/24.

Of the two comments received, one requested the construction of more garages and the other stated that charges should be higher than proposed as they are a luxury, not an essential facility.

## 4.2. Written representations

No written representations were received.



## 5. Conclusions

The responses to the consultation were mixed with some support and objection.

Given the limited number of responses, only a few themes could be identified from the analysis.

Some stated that the rent increases were in line with inflation while others said that the rent increases were too high. Their justification for objections involved the poor quality of services such as cleaning and maintenance. Others cited the size of their accommodation as a reason for not increasing rents.

Some respondents requested larger garages because of the limited size of their accommodation, others thought charges should be higher given garages are a luxury.

While there were a limited number of responses, some suggestions emerged including the construction of more garages.

## Overview and Scrutiny Committee

25 January 2024

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### **Subject: Opportunity to purchase affordable housing near Canterbury**

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#### **Director and Head of Service:**

Suzi Wakeham, Director of People and Place

Marie Royle, Service Director People

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#### **Officer:**

Gary Peskett, Housing Strategy Manager

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#### **Cabinet Member:**

Councillor Pip Hazelton, Cabinet Member for Housing

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#### **Key or Non Key decision:**

Key

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#### **Decision Issues:**

These matters are within the authority of the Council to make the final decision.

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#### **Is any of the information exempt from publication:**

This report is open to the public but the annex (Appendix A) and Appendix D contain information exempt from publication and may be discussed without the press and public present.

REASON: Appendices A and D contain information that is commercially sensitive.

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#### **CCC ward:**

**Confidential**

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#### **Summary and purpose of the report:**

*The council has the opportunity to purchase a number of new affordable homes for rent to help meet local housing needs. The properties are being built as part of a developer's on-site contribution for affordable housing. The homes provide a well designed range of accommodation that will be held in the Housing Revenue Account as part of the council's housing stock, to be let at affordable rents to households from the council's Housing Needs Register.*

*If approved, the homes will be available for occupation in phases during 2024. A local lettings plan will be prepared and experienced staff will be deployed to sustain the tenants in their new community.*

*This transaction is outside the budget for 2023/24 and the draft housing revenue and capital budget 2024/25 and requires the approval of Full Council. A financial viability study has been undertaken to ensure that the income generated by the affordable rents will be sufficient to repay the loans required to fund the purchase. The financial details are explained in the annex (Appendix A), which is exempt from publication because it contains commercially sensitive information.*

---

**To Recommend:**

That Overview and Scrutiny Committee considers the merits of the proposal to purchase the specified number of new affordable homes for the price specified in the confidential annex and provides their observations and comments to Cabinet.

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**Next stage in process:**

Cabinet on 8 February 2024

Council on 22 February 2024

---

## 1. Introduction

The council has the opportunity to purchase a number of new affordable homes to increase its stock of much-needed council housing to address housing needs in the district. The properties have been built by a developer as part of their on-site contribution for affordable housing. They were unable to find a Registered Provider to buy the properties because of uncertainty in the sector about the economy and interest rates during 2023.

The site offers a range of accommodation, which will contribute to meeting the housing needs of local households on the housing needs register. The properties will be completed in phases and will be ready for occupation during 2024. A local lettings plan will be prepared and experienced staff will be deployed to support the development of a mixed and sustainable community and to help sustain the new tenancies.

This transaction is outside the budget for 2023/24 and the draft housing revenue and capital budget 2024/25 and requires the approval of Full Council. A financial viability study has been undertaken to ensure that the income generated by the affordable rents will be sufficient to repay the loans required to fund the purchase. The financial details are explained in the annex (Appendix A), which is exempt from publication because it contains commercially sensitive information.

## 2. Detail

The council has made an offer to buy the new homes for affordable rent within the Housing Revenue Account to become part of the council's housing stock subject to:

- contract
- valuation
- agreement from Homes England that affordable rents may be charged
- councillor approval

There are also shared ownership properties on the development, which will be purchased by a specialist Registered Provider.

On 8 February, Cabinet will receive the observations and comments from the Overview and Scrutiny Committee and will be asked to recommend to Council:

- 1) To agree to purchase of the specified number of affordable homes near Canterbury at the price specified in the confidential annex.
- 2) To authorise the Director of Finance and Procurement to decide the most financially advantageous funding arrangements and phasing of payments for the transaction.
- 3) To authorise the Head of Legal Services in consultation with the Director of Corporate Services and Head of the Paid Service to enter into new documentation or amend any existing legal documentation necessary to complete the transaction.

- 4) To authorise the Head of Property & Regeneration to instruct professional advisors to assist with the acquisition.
- 5) That the housing revenue and capital budgets for 2023/24 onwards be amended to reflect the proposed intervention and associated costs, loan repayments and income.
- 6) That the Treasury Management Strategy be amended to reflect the proposed purchase and associated borrowing costs.
- 7) That the Service Director People seeks to enter into an agreement with Homes England to allow the council to charge affordable rents for these properties in accordance with the council's HRA Rent Setting Policy.
- 8) That the Service Director People exercises her delegated powers under C46 of the councils' constitution to draft a local lettings plan in consultation with the portfolio holder.

### **3. Relevant Council policy, strategies or budgetary documents**

Canterbury District Local Plan 2017

Housing, Homelessness and Rough Sleeping Strategy 2018 - 2023

HRA Business Plan 2019

Housing revenue and capital budget 2023/24

Draft housing revenue and capital budget 2024/25

HRA Rent Setting Policy 2020

Tenancy Policy 2020

Housing Allocations Scheme 2023

Treasury Management Strategy

### **4. Consultation planned or undertaken**

None.

### **5. Options available with reasons for suitability**

Option 1; Recommend the purchase of the new affordable homes for the price specified in the confidential annex to help meet local housing needs.

Option 2; That the terms of the proposed purchase be renegotiated, which may be unacceptable to the developer.

Option 3; That the council withdraw from the proposed purchase.

### **6. Reasons for supporting option recommended, with risk assessment**

Option 1 is recommended because there are hundreds of households on the council's Housing Needs Register who are in desperate need of an affordable home. This proposal provides the council with an opportunity to provide local households with a new, good quality rented home and will replace some of the council homes lost over the years through Right to Buy.

### **7. Implications**

#### **(a) Financial**

Financial information is contained in the confidential annex (Appendix A) because it is commercially sensitive.

(b) Legal

The offer has been made subject to contract and due diligence.

(c) Equalities

None identified.

(d) Environmental including carbon emissions and biodiversity

These new homes will be much more energy efficient than most of the council's existing housing stock.

**Other implications**

(e) Staffing resource

The acquisition of these new homes will affect the staff in Housing Solutions who allocate council housing and the Case and Locality Teams who will be responsible for managing the tenancies, helping tenants to settle into their new homes and successfully sustaining their tenancies. This should be mitigated by the fact that the properties will be completed and handed over to the council in phases.

(f) Property portfolio

The proposed purchase will increase the stock of council homes in the Housing Revenue Account.

(g) Planning including building regulations

The properties have been built as affordable housing under a s.106 agreement in accordance with the council's planning policies.

**Contact Officer:** Gary Peskett, Housing Strategy Manager

**Background documents and appendices**

Appendix B - Climate Change Impact Assessment

Appendix C - Equality Impact Assessment

**Additional document(s) containing information exempt from publication:**

Appendix A - Confidential annex to the public report that contains commercially sensitive information.

Confidential Appendix D - Site plan with indicative locations of affordable housing, which is commercially sensitive information.

**Appendix B Climate Change Impact Assessment (Checklist)**

**Please provide an assessment of the impact of the proposal under each of the headings below. If none, please say so.**

**1. Climate Change impacts**

| Impact of proposal<br>Positive/<br>Neutral/<br>Negative  | Explanation of impact<br>If you have any relevant data, please include that in the explanation and reference the source. | Mitigation |
|--|--|------------|
| <b>Impact on the council's target of being carbon neutral by 2030</b><br>This applies to emissions of carbon dioxide as a direct result of our <b>own</b> activities and services. Please consider the whole life impact of your proposals |  |            |
| Neutral  | None   | None       |
| <b>Impact on carbon emissions in the Canterbury district</b><br>This applies to the carbon dioxide emissions in the district as a result of your proposal. Please consider the whole life impact of your proposals.                        |  |            |
| Neutral  | None   | None       |
| <b>Emission of other climate changing gases</b><br>including methane, CFCs, nitrous oxide  |  |            |
| Neutral  | None   | None       |

## 2. Adaptation to climate change - Impact on our resilience to the effects of climate change

The greatest risks posed by climate change to the UK are:

- Flooding and coastal changes including erosion from extreme events
- Risks to health caused by high temperatures
- Water shortages and drought
- Risk to natural environments & services - landscape, wildlife, pollinators, timber etc
- Risk to food production & trade
- Emergence of new pests and diseases affecting people, plants & animals

**What impact do your proposals have on our ability to resist or tackle these problems in the future?**

| Impact of proposal<br>Positive/<br>Neutral/<br>Negative | Explanation of impact | Mitigation |
|---|-----------------------|------------|
| Neutral   | None                  | None       |
|   |                       |            |

### **3. Further assessment work**

Is a further more detailed assessment required at a later stage of this proposal? No

If yes, please give a brief description

## Appendix C - Equality Impact Assessment

|  |  |
|--|--|
| <b>Date of initial assessment</b>                                      | 20 December 2023   |
| <b>Division</b>  | Housing and Community                                      |
| <b>Proposal to be assessed</b>   | Opportunity to purchase affordable housing near Canterbury |
| <b>New or existing policy or function?</b>                             | Existing   |
| <b>External (i.e. public-facing) or internal?</b>                      | External   |
| <b>Statutory or non-statutory?</b>                                     | Non-statutory  |
| <b>Your name</b>   | Gary Peskett   |
| <b>Your job title</b>  | Housing Strategy Manager                                   |
| <b>Your contact telephone number</b>                                   | 01227 910574   |
| <b>Decision maker</b> (e.g. Community Committee, Management Team etc.) | Full Council   |
| <b>Estimated proposal deadline</b>                                     | 22 February 2024   |

|  |  |
|--|--|
| <p><b>Please outline your proposal, including:</b></p> <ul style="list-style-type: none"> <li>● Aims and objectives</li> <li>● Key actions</li> <li>● Expected outcomes</li> <li>● Who will be affected and how</li> <li>● How many people will be affected</li> </ul> | <p>Purchase of new affordable homes by the HRA. Will benefit households who are waiting for a home on the council's Housing Needs Register.</p>      |
| <p><b>What relevant data or information is currently available about the customers who may use this service or could be affected?</b><br/>Please give details; for example "x% of customers are female" or "x% of customers are aged over 60"</p>                      | <p>Extensive personal information is supplied by applicants to enable their housing need to be assessed based on their individual circumstances.</p> |

| <b>Is the decision relevant to the aims of the Public Sector Equality Duty, which are listed below?</b><br>Guidance on the aims can be found in the EHRC's <a href="#">PSED Technical Guidance</a> |        |             |
|--|--------|-------------|
| Aim  | Yes/No | Explanation |
| <b>Eliminate discrimination, harassment and victimisation</b>  | No     |             |
| <b>Advance equality of opportunity between persons who share a relevant protected characteristic and persons who do not share it</b>   | No     |             |
| <b>Foster good relations between persons who share a relevant protected characteristic and persons who do not share it</b>   | No     |             |



**Assess the relevance of the proposal to people with different protected characteristics, and assess the impact of the proposal on people with different protected characteristics.**

Your explanation should make it clear who the assessment applies to within each protected characteristic. For example, a proposal may have high relevance for young people but low relevance for older people; it may have a positive impact on women but a neutral impact on men.

| Protected characteristic  | Relevance to proposal<br>High/<br>Medium/<br>Low/None | Impact of proposal<br>Positive/<br>Neutral/<br>Negative | Explanation   |
|---|---|---|---|
| <b>Age</b>  | None  | Neutral   | No consequence identified   |
| <b>Disability</b>   | None  | Neutral   | No consequence identified   |
| <b>Gender reassignment</b>  | None  | Neutral   | No consequence identified   |
| <b>Marriage and civil partnership</b>   | None  | Neutral   | No consequence identified   |
| <b>Pregnancy and maternity</b>  | None  | Neutral   | No consequence identified   |
| <b>Race</b>   | None  | Neutral   | No consequence identified   |
| <b>Religion or belief</b>   | None  | Neutral   | No consequence identified   |
| <b>Sex</b>  | None  | Neutral   | No consequence identified   |
| <b>Sexual orientation</b>   | None  | Neutral   | No consequence identified   |
| <b>Other groups:</b> for example – low income/ people living in rural areas/ single parents/ carers and the cared for/ past offenders/ long-term unemployed/ housebound/ history of domestic abuse/ people who don't speak English as a first language/ People without computer access etc. | Medium  | Positive  | Many of the applicants on the Housing Needs Register who benefit from these new homes cannot afford to buy or rent a home on the open market, often have complex needs and vulnerabilities. |

|   |    |
|---|----|
| <b>Are you going to make any changes to your proposal as a result of these findings, in order to mitigate any potential negative impacts identified?</b><br>If yes, what are they?<br>If no, why not? | No |
| <b>Is there any potential negative impact which cannot be minimised or removed? If so, can it be justified?</b> (for example, on the grounds of promoting   | No |

|   |  |
|---|--|
| equality of opportunity for another protected characteristic) |  |
|---|--|

|   |      |
|---|------|
| <b>What additional information would increase your understanding about the potential impact of this proposal?</b> | None |
|---|------|

**If a consultation exercise is required as part of your proposal, please complete the consultation planning form on iCan.**

Please update the section below if:

- You have amended your proposal
- You have new information
- You have undertaken consultation

|   |                             |
|---|-----------------------------|
| <b>Date of revised assessment</b>   | Click here to enter a date. |
| <b>Have you made any changes to your initial assessment?</b> If so, please give brief details   |                             |
| <b>Did you undertake consultation?</b><br>– if yes, give date and the consultation results:   |                             |
| <b>Do you have new information which reveals any difference in views across the protected characteristics?</b>  |                             |
| <b>Can any new conclusions be drawn as to how the proposal will affect people with different protected characteristics?</b>   |                             |
| <b>Are you going to make any changes to your proposal as a result of these findings, in order to mitigate any potential negative impacts identified?</b><br>If yes, what are they?<br>If no, why not?                   |                             |
| <b>Is there any potential negative impact which cannot be minimised or removed? If so, can it be justified?</b> (for example, on the grounds of promoting equality of opportunity for another protected characteristic) |                             |

Should you need to revisit your assessment more than once, please ensure that you provide details of any changes or new information and the date these amendments were made.