

STRONGER together



Lewes District Council



Working in partnership with Eastbourne Homes

Lewes District Council

Financial Plan 2019/2020



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INTRODUCTION

The budget book for 2019-20 sets out the Council's financial plans for the coming year and takes into account:

- the external financial environment
- the overall financial demands of services
- the Council's existing and projected financial resources
- the Council's political priorities and stated aims
- the Joint Transformation Programme with Eastbourne Borough Council
- the Council's corporate plan
- the major service strategies and plans

The budget book includes financial plans for the Collection Fund, the General Fund Revenue Account, the Housing Revenue Account, the Capital Programme, and the Summary of Reserves.

The following supporting budget reports can be found on the Council's website at www.lewes.gov.uk

- Medium Term Financial Strategy
- Council Tax Base 2019-20
- General Fund Revenue Budget 2019-20, Capital Programme 2018-19 to 2021-22
- Housing Revenue Account and Rent Setting 2019-20 and Capital Programme 2018-2022
- Council Budget and Setting of Council Tax

Requests for further information about the budget can be made to Finance at Lewes District Council, Southover House, Southover Road, Lewes BN7 1AB

GENERAL STATISTICS

Population served by Lewes District Council

(Source: Office for National Statistics Census)	2011	97,502
(Source: East Sussex County Council - East Sussex in figures)	2017	103,198
(Source: East Sussex County Council - East Sussex in figures)	2018	104,220
(Source: East Sussex County Council - East Sussex in figures)	2019	105,257

Area covered by Lewes District Council

acres	72,180
hectares	29,211

Density of Population

per acre	2011	1.35
	2017	1.43
	2018	1.44
	2019	1.46
per hectare	2011	3.34
	2017	3.53
	2018	3.57
	2019	3.60

Number of Electors (Source: Lewes District Council register of electors)

December 2016	74,700
December 2017	75,534
December 2018	75,242

Council Tax Base (Band D equivalent)

2016-17	35,797.1
2017-18	36,345.6
2018-19	37,034.0
2019-20	36,760.4

Council Tax

Total Band D (County, Police, Fire, District and average of Parishes)	2016-17	£1,763.93
	2017-18	£1,841.90
	2018-19	£1,944.25
	2019-20	£2,024.32

Lewes District Council share of Band D

2016-17	£190.61
2017-18	£195.05
2018-19	£200.84
2019-20	£204.53

COUNCIL TAX REQUIREMENTS

	Council Tax Precepts				Band D Council Tax			
	2018-19 £	2019-20 £	Change £	%	2018-19 £	2019-20 £	Change £	%
Lewes District Council (LDC)								
LDC Council Tax Requirement (including Special Expenses*)	7,438,000	7,518,600	80,600	1.08	200.84	204.53	3.69	1.84
Add Town and Parish Councils Precepts	3,458,649	3,728,451	269,802	7.80	93.39	101.43	8.04	8.61
Total Lewes District Council	10,896,649	11,247,051	350,402	3.22	294.23	305.96	11.73	3.99
East Sussex County Council	51,592,436	52,743,087	1,150,651	2.23	1,393.11	1,434.78	41.67	2.99
East Sussex Fire Authority	3,370,094	3,443,347	73,253	2.17	91.00	93.67	2.67	2.93
Sussex Police & Crime Commissioner	6,144,311	6,981,168	836,857	13.62	165.91	189.91	24.00	14.47
TOTAL COUNCIL TAX REQUIREMENTS	72,003,490	74,414,653	2,411,163	3.35	1,944.25	2,024.32	80.07	4.12
Special Expenses*								
LDC Council Tax Requirement	7,438,000	7,518,600	80,600	1.08	200.84	204.53	3.69	1.84
Less: Total amount to be charged as Special Expenses	(644,840)	(641,330)	3,510	-0.54	(17.41)	(17.45)	-0.04	-0.23
Council Tax to be levied on all LDC taxpayers	6,793,160	6,877,270	84,110	1.24	183.43	187.08	3.65	1.99
Band D tax base and year on year change					37,034.0	36,760.4	-273.6	-0.01

COLLECTION FUND

	2018-19 BUDGET £'000	2019-20 BUDGET £'000
Income		
Council Tax	(72,003)	(74,414)
Non-Domestic Rates (Business Rates)	(26,646)	(26,248)
Contributions towards previous years non-domestic rates deficit:		
- Central Government	(390)	-
- Lewes District Council	(312)	-
- East Sussex County Council	(70)	-
- East Sussex Fire Authority	(8)	-
Total Income	(99,429)	(100,662)
Expenditure		
Council Tax Precepts:		
- East Sussex County Council	51,592	52,743
- Lewes District Council - District Precept	7,438	7,519
- Lewes District Council - Town and Parish Precepts	3,459	3,728
- Sussex Police and Crime Commissioner	6,144	6,981
- East Sussex Fire Authority	3,370	3,443
Contributions towards previous years council tax surplus:		
- East Sussex County Council	599	280
- Lewes District Council	130	59
- Sussex Police and Crime Commissioner	70	33
- East Sussex Fire Authority	40	18
Council Tax Expenditure	72,842	74,804
Central Government share of Non-Domestic Rates income	12,107	6,214
Local Government shares of Non-Domestic Rates income:		
- Lewes District Council	9,686	10,936
- East Sussex County Council	2,179	6,462
- East Sussex Fire Authority	242	1,243
Impairment of Non-Domestic Rates:	2,197	988
Amounts retained in respect of Newhaven Enterprise Zone	101	266
General Fund payment for collecting Non-Domestic Rates	134	139
Contributions towards previous years non-domestic rates surplus:		
- Central Government	-	112
- Lewes District Council	-	90
- East Sussex County Council	-	20
- East Sussex Fire Authority	-	2
Non-Domestic Rates Expenditure	26,646	26,472
Total Expenditure	99,488	101,276
Deficit for the year	59	614
Collection Fund Balance		
Estimated Balance at 1 April	(59)	(614)
Deficit for the year	59	614
Estimated Balance at 31 March	0	0

RETAINED BUSINESS RATES INCOME

	2018-19 BUDGET £	2019-20 BUDGET £
Council share of Business Rates yield	(9,686,000)	(10,936,350)
Less Tariff payment set by Government:	7,508,000	8,668,500
	(2,178,000)	(2,267,850)
Levy payment to East Sussex Business Rates Pool	544,000	0
Total Retained Business Rates Income	(1,634,000)	(2,267,850)
Add Government Section 31 Grants:		
- Small Business Rate Relief	(906,000)	(1,460,300)
- Small Business Rate Relief: Threshold change	(359,000)	(90,000)
- Small Business Rate Relief: Multiplier cap	(207,000)	(386,400)
- Newhaven Enterprise Zone qualifying relief	(166,000)	(310,500)
- Local Discretionary Scheme	(40,000)	(21,350)
- Retail Discounts	0	(428,050)
- Other Rate Reliefs	(26,000)	(2,500)
- Less Tariff adjustment	156,000	282,500
Total Government Section 31 Grants	(1,548,000)	(2,416,600)
Total Retained Business Rates	(3,182,000)	(4,684,450)

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

Total estimated business rates income collectable and credited to the Collection Fund	(26,248,200)
Less allowance for impairment	988,150
Less payment to the General Fund for collecting Non-Domestic Rates	138,350
Less payment to the General Fund for growth in the Newhaven Enterprise Zone	266,300
Estimated business rates available for distribution	(24,855,400)

	2018-19 % Share	2019-20 % Share	
Distributed to:			
Central Government	50	25	(6,213,850)
Lewes District Council	40	44	(10,936,350)
East Sussex County Council	9	26	(6,462,400)
East Sussex Fire Authority	1	5	(1,242,800)
	100	100	(24,855,400)

On 6 December 2018 Government announced that it had approved the East Sussex bid to become a pilot authority for business rates retention from 1 April 2019. The East Sussex bid is a partnership between the County Council, the Fire Authority and the 5 District Councils and is one of a number of pilots across the country tasked with testing the effects of the Government's aim of increasing the level of business rates retained by local government from the current 50% up to 75% from April 2020. As a consequence of being a partner in the pilot the Council's share of business rates will increase from 40% in 2018-19 up to 44% in 2019-20.

The East Sussex Business Rates Pool that operated for 2018-19 ceased after 31 March 2019.

	2018-19 BUDGET £	2019-20 BUDGET £
NEWHAVEN ENTERPRISE ZONE		
Business rates growth	(101,000)	(266,300)

Newhaven Enterprise Zone (NEZ) was established on 1 April 2017.

The Council retains all business rates growth compared with the baseline set by Government when the NEZ started and which is restricted by regulation to be used for reinvestment in the local economy.

GENERAL FUND REVENUE BUDGET SUMMARY

Service	2018-19 £	2019-20 £
Corporate Services		
Corporate Management	548,000	561,000
Strategic Finance	1,898,000	3,281,000
Human Resources	436,000	401,000
Business Transformation	1,417,000	1,547,000
Legal and Local Democracy	1,056,000	1,100,000
	5,355,000	6,890,000
Service Delivery		
Case Management and Specialist Services	2,510,000	2,094,000
Customer and Neighbourhood Services	1,251,000	1,278,000
Waste and Recycling	3,036,000	3,186,000
Homes First	2,080,000	1,999,000
	8,877,000	8,557,000
Regeneration and Planning		
Regeneration	358,000	399,000
Planning	(66,000)	(307,000)
Estates and Property	(950,000)	(479,000)
Business Planning and Performance	803,000	829,000
	145,000	442,000
Tourism and Enterprise		
Tourism	123,000	138,000
Wave Leisure	405,000	301,000
	528,000	439,000
Other Income and Expenditure		
Capital Financing	200,000	200,000
Interest and Investment income	(200,000)	(200,000)
Recharges to the Housing Revenue Account	(3,312,000)	(3,235,000)
Reserves used to finance non-recurring expenditure	(291,000)	(597,000)
Target for Efficiency Savings	(1,000,000)	(600,000)
	(4,603,000)	(4,432,000)
Recurring Net Expenditure	10,302,000	11,896,000
Contributions to Reserves	1,477,000	499,000
Contribution to Business Rate Equalisation Reserve	272,000	796,000
Contribution to Newhaven Enterprise Zone Reserve	101,000	266,000
Lewes District Council Budget Requirement	12,152,000	13,457,000
Council Tax	(7,438,000)	(7,519,000)
Council Tax Collection Fund Surplus	(130,000)	(59,000)
Retained Business Rates	(3,182,000)	(4,684,000)
Business Rates Pool	(272,000)	0
Business Rates Growth - Newhaven Enterprise Zone	(101,000)	(266,000)
Retained Business Rates Collection Fund Deficit/(Surplus)	312,000	(90,000)
Contribution from Uncommitted Reserve	(312,000)	0
Government Grant - Revenue Support	(2,000)	0
Government Grant - New Homes Bonus	(649,000)	(457,000)
Government Grant - Housing Benefit & Council Tax Support admin	(378,000)	(382,000)
Financing of the Lewes District Council Budget	(12,152,000)	(13,457,000)

CORPORATE SERVICES

Service	2018-19 Budget £	2019-20 Budget £
Corporate Management	524,000	524,000
Emergency Planning	24,000	37,000
Corporate Management	548,000	561,000
Finance	647,000	650,000
Audit and Counter Fraud	257,000	264,000
Treasury Management and Bank Charges	55,000	42,000
Pension Costs	569,000	625,000
Grants to Town and Parish Councils	141,000	141,000
Service Priorities and Contingencies	109,000	1,459,000
Organisational Development Programme	120,000	100,000
Strategic Finance	1,898,000	3,281,000
Human Resources	436,000	401,000
Information Technology	1,417,000	1,547,000
Local Land Charges	(77,000)	(77,000)
Legal Services	412,000	475,000
Legal Services	335,000	398,000
Democratic Representation	283,000	287,000
District Council Elections	8,000	8,000
Registration of Electors	66,000	62,000
Democratic Services	364,000	345,000
Democratic Services	721,000	702,000
Legal and Local Democracy	1,056,000	1,100,000
TOTAL CORPORATE SERVICES	5,355,000	6,890,000

CORPORATE SERVICES

Corporate Management			Service Information	
	2018-19	2019-20	Services provided:	
	Budget	Budget	The Council has entered into a shared service arrangement with Eastbourne Borough Council (EBC) for the provision of a shared Corporate Management Team of senior officers.	
	£	£	The arrangement requires that EBC employs all the staff and bears all the costs of providing the shared service and recharges Lewes District Council for its share of the service.	
Expenditure			This service provides the infrastructure that allows services to be delivered whether by the Council or not, and the supply of information required for public accountability.	
Employee Expenses	428,300	53,000		
Transport	2,100	0		
Supplies and Services	103,600	124,600		
Third Party Payments	0	366,400		
Gross Operational Cost	534,000	544,000		
Income				
Customer and Client Receipts	(10,000)	(20,000)		
Total Income	(10,000)	(20,000)		
Net Operational Cost	524,000	524,000		
			Budget Changes	£
			Budget for 2018-19	524,000
			Transfer of budget from other services:	
			- through shared service realignment	15,000
				<hr style="width: 100%; border: 0.5px solid black;"/>
				539,000
			Inflation	4,400
			Other budget movements	(19,400)
			Budget for 2019-20	524,000

CORPORATE SERVICES

Emergency Planning

	2018-19 Budget £	2019-20 Budget £
Expenditure		
Supplies and Services	24,000	37,000
Net Operational Cost	24,000	37,000

Service Information

Services provided:

Provides the Council's 24 hour response service for emergencies and co-ordinating the Council's corporate support for emergency planning and business continuity planning.

Budget Changes

Budget for 2018-19

Growth

Budget for 2019-20

£

24,000

13,000

37,000

CORPORATE SERVICES

Finance

	2018-19 Budget £	2019-20 Budget £
Expenditure		
Employee Expenses	600,800	0
Transport	1,100	0
Supplies and Services	50,100	24,000
Third Party Payments	0	626,000
Gross Operational Cost	652,000	650,000
Income		
Other Income	(5,000)	0
Total Income	(5,000)	0
Net Operational Cost	647,000	650,000

Service Information

Services provided:

The Council has entered into a shared service arrangement with Eastbourne Borough Council (EBC) for the provision of a shared Finance service.

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

This service provides accountancy and insurance services, processes income and collects debts, pays external customers and suppliers, and pays staff and Councillors.

Budget Changes

	£
Budget for 2018-19	647,000
Inflation	14,900
Other budget movements	(11,900)
Budget for 2019-20	650,000

CORPORATE SERVICES

Audit and Counter Fraud

	2018-19 Budget £	2019-20 Budget £
Expenditure		
Employee Expenses	247,200	0
Transport	6,700	0
Supplies and Services	3,100	2,400
Third Party Payments	0	261,600
Net Operational Cost	257,000	264,000

Service Information

Services provided:

The Council has entered into a shared service arrangement with Eastbourne Borough Council (EBC) for the provision of a shared Audit and Counter Fraud service.

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

This service provides an independent and objective internal audit opinion on the Lewes control environment by testing key controls and evaluating their effectiveness,

Budget Changes

Budget for 2018-19

Transfer of budget to other services:

- through shared service realignment

Inflation
Other budget movements

Budget for 2019-20

£

257,000

(3,400)

253,600

9,900

500

264,000

CORPORATE SERVICES

Treasury Management and Bank Charges

Service Information

	2018-19 Budget £	2019-20 Budget £		
Expenditure			Services provided:	
Supplies and Services	55,000	42,000	Managing the Council's bank accounts and the inflows and outflows of cash including investments and borrowings.	
Net Operational Cost	55,000	42,000	Budget Changes	£
			Budget for 2018-19	55,000
			Other budget movements	(13,000)
			Budget for 2019-20	42,000

CORPORATE SERVICES

Pension Costs

	2018-19 Budget £	2019-20 Budget £
Expenditure		
Employee Expenses		
- Unfunded Pensions Contribution	74,000	72,000
- Fixed Monetary Contribution	495,000	553,000
Net Operational Cost	569,000	625,000

Service Information

Services provided:

The Unfunded Pensions Contribution is a payment into the East Sussex Pension Fund to meet the cost of past service pensions payable to former employees.

The Fixed Monetary Pension Contribution is a payment into the East Sussex Pension Fund assessed by the fund actuary, Hymans Robertson LLP, as part of the triennial valuation.

Budget Changes

	£
Budget for 2018-19	569,000
Growth	58,000
Other budget movements	(2,000)
Budget for 2019-20	625,000

CORPORATE SERVICES

Grants to Town and Parish Councils

	2018-19 Budget £	2019-20 Budget £
Expenditure		
Transfer Payments	141,000	141,000
Net Operational Cost	141,000	141,000

Service Information

Services provided:

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

The Council has chosen to pass a share of this funding onto Town and Parish Councils to help offset the impact of the CTRS on their council tax amounts.

Budget Changes

There is no change between the budget for 2018/19 and 2019/20

CORPORATE SERVICES

Service Priorities and Contingencies			Service Information	
	2018-19	2019-20	Services provided:	
	Budget	Budget	The Service Priorities budget provides support for new initiatives that the Council may wish to support during the course of the financial year.	
	£	£	The Contingency budget provides protection against those unplanned and unexpected financial risks that may materialise during the year.	
Expenditure				
Supplies and Services				
- Service Priorities	109,000	109,000		
- Contingency	0	1,350,000		
Net Operational Cost	109,000	1,459,000	Budget Changes	£
			Budget for 2018-19	109,000
			Other budget movements	1,350,000
			Budget for 2019-20	1,459,000

CORPORATE SERVICES

Organisational Development Programme

Service Information

	2018-19 Budget £	2019-20 Budget £		
Expenditure			Services provided:	
Supplies and Services	120,000	100,000	Supporting the Council's continuous development programme to improve services, increase efficiency and release financial savings.	
Net Operational Cost	120,000	100,000	Budget Changes	£
			Budget for 2018-19	120,000
			Other budget movements	(20,000)
			Budget for 2019-20	100,000

CORPORATE SERVICES

Human Resources

	2018-19 Budget £	2019-20 Budget £
Expenditure		
Third Party Payments	436,000	401,000
Net Operational Cost	436,000	401,000

Service Information

Services provided:

The Council has entered into a shared service arrangement with Eastbourne Borough Council (EBC) for the provision of a shared Human Resources service.

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

This service provides for the recruitment and development of employees, ensures compliance with the law, and develops and maintains employment policies and procedures.

Budget Changes

£

Budget for 2018-19

436,000

Transfer of budget to other services:

- through shared service realignment

(43,000)

393,000

Efficiency savings

(3,000)

Non recurring growth

10,000

Inflation

1,000

Budget for 2019-20

401,000

CORPORATE SERVICES

Information Technology

	2018-19 Budget £	2019-20 Budget £
Expenditure		
Employee Expenses	330,000	0
Supplies and Services	757,000	741,000
Third Party Payments	330,000	806,000
Net Operational Cost	1,417,000	1,547,000

Service Information

Services provided:

The Council has entered into a shared service arrangement with Eastbourne Borough Council (EBC) for the provision of a shared Information Technology service.

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

This service provides the development, installation and maintenance of the Council's computer hardware and software operating systems and the Lewes District Council web site.

Budget Changes

£

Budget for 2018-19

1,417,000

Transfer of budget from other services:

- through shared service realignment

116,800

1,533,800

Efficiency savings

(11,000)

Growth

48,000

Inflation

26,900

Other budget movements

(50,700)

Budget for 2019-20

1,547,000

CORPORATE SERVICES

Local Land Charges

Service Information

	2018-19 Budget £	2019-20 Budget £
Expenditure		
Supplies and Services	63,000	58,000
Gross Operational Cost	63,000	58,000
Income		
Customer and Client Receipts	(140,000)	(135,000)
Total Income	(140,000)	(135,000)
Net Operational Cost	(77,000)	(77,000)

Services provided:

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

Budget Changes

There is no change between the net budget for 2018/19 and 2019/20

CORPORATE SERVICES

Legal Services

	2018-19 Budget £	2019-20 Budget £
Expenditure		
Employee Expenses	717,000	742,500
Transport	2,300	2,000
Supplies and Services	42,700	43,000
Gross Operational Cost	762,000	787,500
Income		
Customer and Client Receipts	(77,500)	(23,000)
Other Grants and Contributions	(262,500)	(279,500)
Internal Recharges	(10,000)	(10,000)
Total Income	(350,000)	(312,500)
Net Operational Cost	412,000	475,000

Service Information

Services provided:

Lewes is the lead authority in a shared service arrangement with Eastbourne Borough Council (EBC) for the provision of Legal Services. The arrangement requires that Lewes District Council employs all the staff and bears all the costs of providing the shared service and recharges EBC for its share of the service.

This service provides legal advice and services to both Councils to ensure that each acts in accordance with the law.

Budget Changes	£
Budget for 2018-19	412,000
Growth	52,000
Inflation	10,700
Other budget movements	300
Budget for 2019-20	475,000

CORPORATE SERVICES

Democratic Representation

	2018-19 Budget £	2019-20 Budget £
Expenditure		
Premises	6,200	8,000
Transport	6,700	6,000
Supplies and Services	270,100	273,000
Net Operational Cost	283,000	287,000

Service Information

Services provided:

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

Budget Changes

	£
Budget for 2018-19	283,000
Growth	7,000
Reversal of previous year's one-off growth	(5,000)
Other budget movements	2,000
Budget for 2019-20	287,000

CORPORATE SERVICES

District Council Elections

	2018-19 Budget £	2019-20 Budget £
Expenditure		
Employees	0	60,000
Premises	2,500	12,500
Supplies and Services	5,500	55,500
Less use of Reserve	0	(120,000)
Net Operational Cost	8,000	8,000

Service Information

Services provided:

Administering the election of all 41 councillors to Lewes District Council every 4 years and administering by-elections as vacancies arise. The latest election for all 41 District councillors is May 2019.

The actual cost of administering the election of all 41 Lewes District councillors every 4 years is substantially more than the annual budget. The extra cost is financed by drawing from a reserve that is built up from annual contributions made over the 4 year cycle.

This serves to equalise the costs to the Council each year rather than having a substantial peak in the budget for the year in which the District Council elections fall due.

The Council acts as agent for external organisations in administering elections, for example for Parliamentary, European, County, and Town and Parish Councils.

The additional costs incurred in administering these elections are not included here but are held in separate agency accounts so that they can be reimbursed by the appropriate organisation.

Budget Changes

	£
Budget for 2018-19	8,000
Other budget movements:	
- cost of administering the May 2019 elections	120,000
- use of dedicated reserve to finance election costs	(120,000)
Budget for 2019-20	8,000

CORPORATE SERVICES

Registration of Elections

	2018-19 Budget £	2019-20 Budget £
Expenditure		
Employee Expenses	8,000	9,000
Supplies and Services	59,000	54,000
Gross Operational Cost	67,000	63,000
Income		
Customer and Client Receipts	(1,000)	(1,000)
Total Income	(1,000)	(1,000)
Net Operational Cost	66,000	62,000

Service Information

Services provided:

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

Budget Changes	£
Budget for 2018-19	66,000
Growth	1,000
Reversal of previous year's one-off growth	(5,000)
Budget for 2019-20	62,000

CORPORATE SERVICES

Democratic Services

	2018-19 Budget £	2019-20 Budget £
Expenditure		
Employee Expenses	358,600	0
Transport	1,800	0
Supplies and Services	3,600	1,900
Third Party Payments	0	343,100
Net Operational Cost	364,000	345,000

Service Information

Services provided:

The Council has entered into a shared service arrangement with Eastbourne Borough Council (EBC) for the provision of shared Democratic Services.

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

This service provides support for the Council's 41 elected councillors and its Chair of Council, administering all Committee, Cabinet and Council meetings, the registration of electors and conducting elections.

Budget Changes

£

Budget for 2018-19

364,000

Transfer of budget to other services:

- through shared service realignment

(32,000)

332,000

Growth

3,000

Inflation

10,800

Other budget movements

(800)

Budget for 2019-20

345,000

SERVICE DELIVERY

Service	2018-19 Budget £	2019-20 Budget £
Head of Case Management and Specialist Services	0	49,000
Account Management	0	428,000
Case Management	0	533,000
Specialist Advisors	0	984,000
Case Management and Specialist Services (pre shared services)	2,238,000	0
Service Delivery Shared Services	2,238,000	1,994,000
Building Control	(67,000)	(20,000)
Cemeteries	(14,000)	(36,000)
Coast Protection	18,000	19,000
Flood Defence	145,000	145,000
Parks and Open Spaces	411,000	392,000
Sports and Playing Fields	263,000	240,000
Open Spaces	823,000	760,000
Environmental Protection	21,000	27,000
Licensing	(186,000)	(192,000)
Pollution and Licensing	(165,000)	(165,000)
Food Safety	3,000	3,000
Health and Safety	21,000	21,000
Port Health	2,000	1,000
Public Health	40,000	35,000
Environmental Health	66,000	60,000
Housing Benefit Administration	78,000	53,000
Rent Allowance	(342,000)	(342,000)
Rent Rebates	(14,000)	(14,000)
Travellers	17,000	17,000
Benefits and Grants	(261,000)	(286,000)
Council Tax Collection	(57,000)	(67,000)
Council Tax Reduction Scheme Administration	32,000	(48,000)
Non-Domestic Rates Collection	(104,000)	(134,000)
Revenues and Council Tax	(129,000)	(249,000)
Street Naming, Numbering and Closures	5,000	0
Case Management and Specialist Services	2,510,000	2,094,000

SERVICE DELIVERY

Service	2018-19 Budget £	2019-20 Budget £
Animal and Pest Control	31,000	33,000
Neighbourhood Shared Service	0	537,000
Neighbourhood Services	31,000	570,000
Customer Contact Centre	0	708,000
Customer and Neighbourhood Services (pre shared services)	1,220,000	0
Customer and Neighbourhood Services	1,251,000	1,278,000
Recycling	1,062,000	1,143,600
Street Cleansing	519,000	583,000
Waste Collection	705,000	671,500
Vehicle Workshop	383,000	404,900
Waste and Recycling Management and Administration	367,000	383,000
Waste and Recycling	3,036,000	3,186,000
Head of Homes First	0	37,000
Contribution to the Housing Revenue Account	180,000	180,000
Homelessness	87,000	87,000
Private Sector Leasing	0	0
Private Sector Housing Renewal	1,000	0
Housing Needs and Standards Shared Service	0	490,000
Homes First Housing Needs and Standards	268,000	757,000
Homes First Neighbourhood Management	0	637,000
Homes First Housing Property Services	0	568,000
Homes First (pre shared service)	1,812,000	0
Homes First	2,080,000	1,999,000
TOTAL SERVICE DELIVERY	8,877,000	8,557,000

SERVICE DELIVERY

Head of Case Management and Specialist Services

	2018-19 Budget £	2019-20 Budget £
Expenditure		
Third Party Payments	0	49,000
Net Operational Cost	0	49,000

Service Information

Services provided:

The Council has entered into a shared service arrangement with Eastbourne Borough Council (EBC) for the provision of shared Case Management and Specialist Services.

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

The Head of service is responsible for managing the shared service and delivering all Case Management and Specialist Services.

Budget Changes

£

Budget for 2018-19

0

Transfer of budget from other services:

- through shared service realignment

47,400

47,400

Inflation

1,200

Other budget movements

400

Budget for 2019-20

49,000

SERVICE DELIVERY

Account Management

	2018-19 Budget £	2019-20 Budget £
Expenditure		
Third Party Payments	0	428,000
Net Operational Cost	0	428,000

Service Information

Services provided:

The Council has entered into a shared service arrangement with Eastbourne Borough Council (EBC) for the provision of a shared Account Management service.

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

Working with the Head of service in the delivery of Case Management and Specialist Services.

Budget Changes

£

Budget for 2018-19

0

Transfer of budget from other services:

- through shared service realignment

423,000

423,000

Inflation

5,100

Other budget movements

(100)

Budget for 2019-20

428,000

SERVICE DELIVERY

Case Management

	2018-19 Budget £	2019-20 Budget £
Expenditure		
Third Party Payments	0	533,000
Net Operational Cost	0	533,000

Service Information

Services provided:

The Council has entered into a shared service arrangement with Eastbourne Borough Council (EBC) for the provision of a shared Case Management service.

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

Working with the Head of service in the delivery of Case Management and Specialist Services.

Budget Changes

£

Budget for 2018-19

0

Transfer of budget from other services:

- through shared service realignment

523,000

523,000

Inflation

10,500

Other budget movements

(500)

Budget for 2019-20

533,000

SERVICE DELIVERY

Specialist Advisors

	2018-19 Budget £	2019-20 Budget £
Expenditure		
Third Party Payments	0	984,000
Net Operational Cost	0	984,000

Service Information

Services provided:

The Council has entered into a shared service arrangement with Eastbourne Borough Council (EBC) for the provision of a shared Specialist Advisors service.

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

Working with the Head of service in the delivery of Case Management and Specialist Services.

Budget Changes

£

Budget for 2018-19

0

Transfer of budget from other services:
- through shared service realignment

960,000

960,000

Inflation

24,000

Budget for 2019-20

984,000

SERVICE DELIVERY

Case Management and Specialist Services pre shared services

	2018-19 Budget £	2019-20 Budget £
Expenditure		
Employees	2,123,800	0
Transport	74,900	0
Supplies and Services	39,300	0
Net Operational Cost	2,238,000	0

Service Information

Services provided:
Phase 2 of the Joint Transformation programme which was completed during 2018-19 has implemented shared service arrangements with Eastbourne Borough Council to deliver Case Management and Specialist Services.
As a consequence the budget held pre shared services has been reallocated for 2019-20 to recognise the new service delivery model.

Budget Changes	£
Budget for 2018-19	2,238,000
Transfer of budget to other services:	
- through shared service realignment	(2,238,000)
Budget for 2019-20	0

SERVICE DELIVERY

Building Control

	2018-19 Budget £	2019-20 Budget £
Expenditure		
Employee Expenses	250,000	257,300
Supplies and Services	11,500	6,400
Gross Operational Cost	261,500	263,700
Income		
Customer and Client Receipts	(328,500)	(283,700)
Total Income	(328,500)	(283,700)
Net Operational Cost	(67,000)	(20,000)

Service Information

Services provided:

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

Dealing with reports of dangerous structures to ensure public safety.

Budget Changes

	£
Budget for 2018-19	(67,000)
Income generation	40,000
Inflation	6,900
Other budget movements	100
Budget for 2019-20	(20,000)

SERVICE DELIVERY

Cemeteries

Service Information

	2018-19 Budget £	2019-20 Budget £
Expenditure		
Premises	127,700	103,100
Supplies and Services	600	1,200
Gross Operational Cost	128,300	104,300
Income		
Customer and Client Receipts	(142,300)	(140,300)
Total Income	(142,300)	(140,300)
Net Operational Cost	(14,000)	(36,000)

Services provided:

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

Budget Changes	£
Budget for 2018-19	(14,000)
Transfer of budget to other services:	
- to Parks and Cemeteries Buildings	(4,000)
	<hr style="width: 100%; border: 0.5px solid black;"/>
Income generation	(10,000)
Other budget movements	(8,000)
Budget for 2019-20	(36,000)

SERVICE DELIVERY

Coast Protection

Service Information

	2018-19 Budget £	2019-20 Budget £
Expenditure		
Premises	20,500	21,000
Supplies and Services	4,700	5,000
Gross Operational Cost	25,200	26,000
Income		
Other Grants and Contributions	(7,200)	(7,000)
Total Income	(7,200)	(7,000)
Net Operational Cost	18,000	19,000

Services provided:

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

Budget Changes	£
Budget for 2018-19	18,000
Other budget movements	1,000
Budget for 2019-20	19,000

SERVICE DELIVERY

Flood Defence

	2018-19 Budget £	2019-20 Budget £
Expenditure		
Premises	136,000	144,500
Supplies and Services	9,000	500
Net Operational Cost	145,000	145,000

Service Information

Services provided:

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

Budget Changes

There is no change between the budget for 2018/19 and 2019/20

SERVICE DELIVERY

Parks and Open Spaces		Service Information	
	2018-19 Budget £	2019-20 Budget £	Services provided: Managing and maintaining parks, open spaces and nature reserves.
Expenditure			
Premises	460,600	433,500	
Supplies and Services	10,900	2,200	
Internal Recharges	33,500	33,500	
Gross Operational Cost	505,000	469,200	
Income			
Other Grants and Contributions	(25,200)	(10,000)	
Customer and Client Receipts	(68,800)	(67,200)	
Total Income	(94,000)	(77,200)	
Net Operational Cost	411,000	392,000	
			Budget Changes £
			Budget for 2018-19 411,000
			Transfer of budget to other services:
			- to Parks and Cemeteries Buildings <u>(29,000)</u>
			382,000
			Growth 1,000
			Non recurring growth 10,000
			Other budget movements (1,000)
			Budget for 2019-20 392,000

SERVICE DELIVERY

Sports and Playing Fields

Service Information

	2018-19 Budget £	2019-20 Budget £
Expenditure		
Premises	292,900	255,000
Supplies and Services	3,200	2,000
Gross Operational Cost	296,100	257,000
Income		
Customer and Client Receipts	(33,100)	(17,000)
Total Income	(33,100)	(17,000)
Net Operational Cost	263,000	240,000

Services provided:

Managing and maintaining sports and playing fields.

Budget Changes	£
Budget for 2018-19	263,000
Transfer of budget to other services:	
- to Parks and Cemeteries Buildings	(19,000)
	244,000
Inflation	600
Other budget movements	(4,600)
Budget for 2019-20	240,000

SERVICE DELIVERY

Environmental Protection

	2018-19 Budget £	2019-20 Budget £
Expenditure		
Supplies and Services	24,900	31,000
Gross Operational Cost	24,900	31,000
Income		
Customer and Client Receipts	(3,900)	(4,000)
Total Income	(3,900)	(4,000)
Net Operational Cost	21,000	27,000

Service Information

Services provided:

Protecting the environment by carrying out statutory activities and duties including air monitoring, contaminated land and integrated pollution control, and dealing with fly tipping and environmental crime.

Budget Changes	£
Budget for 2018-19	21,000
Non recurring growth	10,000
Other budget movements	(4,000)
Budget for 2019-20	27,000

SERVICE DELIVERY

Licensing

	2018-19 Budget £	2019-20 Budget £
Expenditure		
Supplies and Services	27,200	70,000
Gross Operational Cost	27,200	70,000
Income		
Customer and Client Receipts	(213,200)	(262,000)
Total Income	(213,200)	(262,000)
Net Operational Cost	(186,000)	(192,000)

Service Information

Services provided:

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

Budget Changes

Budget for 2018-19	(186,000)
Other budget movements	(6,000)
Budget for 2019-20	(192,000)

SERVICE DELIVERY

Food Safety

Service Information

	2018-19 Budget £	2019-20 Budget £
Expenditure		
Supplies and Services	5,500	3,100
Gross Operational Cost	5,500	3,100
Income		
Customer and Client Receipts	(2,500)	(100)
Total Income	(2,500)	(100)
Net Operational Cost	3,000	3,000

Services provided:

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

Budget Changes

There is no change between the budget for 2018/19 and 2019/20

SERVICE DELIVERY

Health and Safety

	2018-19 Budget £	2019-20 Budget £
Expenditure		
Supplies and Services	27,000	27,000
Gross Operational Cost	27,000	27,000
Income		
Other Grants and Contributions	(6,000)	(6,000)
Total Income	(6,000)	(6,000)
Net Operational Cost	21,000	21,000

Service Information

Services provided:

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

Budget Changes

There is no change between the budget for 2018/19 and 2019/20

SERVICE DELIVERY

Port Health

Service Information

	2018-19 Budget £	2019-20 Budget £
Expenditure		
Supplies and Services	2,000	1,000
Net Operational Cost	2,000	1,000

Services provided:
Monitoring and inspecting food imported through Newhaven Port monitoring water safety and controlling infectious diseases.

Budget Changes	£
Budget for 2018-19	2,000
Other budget movements	(1,000)
Budget for 2019-20	1,000

SERVICE DELIVERY

Public Health

Service Information

	2018-19 Budget £	2019-20 Budget £		
Expenditure			Services provided:	
Supplies and Services	40,000	35,000	Statutory regulation of public health and hygiene.	
Net Operational Cost	40,000	35,000	Budget Changes	£
			Budget for 2018-19	40,000
			Growth	1,000
			Other budget movements	(6,000)
			Budget for 2019-20	35,000

SERVICE DELIVERY

Housing Benefit Administration

	2018-19 Budget £	2019-20 Budget £
Expenditure		
Supplies and Services	79,600	54,600
Gross Operational Cost	79,600	54,600
Income		
Customer and Client Receipts	(1,600)	(1,600)
Total Income	(1,600)	(1,600)
Net Operational Cost	78,000	53,000

Service Information

Services provided:

Administering claims for housing benefit from public and private sector tenants and administering claims for council tax reduction from council tax payers.

Investigating fraud and irregularity within the system.

Budget Changes

Budget for 2018-19

Reversal of previous year's one-off growth

Budget for 2019-20

£

78,000

(25,000)

53,000

SERVICE DELIVERY

Rent Allowances

	2018-19 Budget £	2019-20 Budget £
Expenditure		
Transfer Payments		
- rent allowance payments	25,105,000	25,105,000
- less recovery of overpayments	(478,000)	(478,000)
Gross Operational Cost	24,627,000	24,627,000
Income		
Government Grants		0
- rent allowance subsidy	(24,824,000)	(24,824,000)
- discretionary housing benefit Subsidy	(119,000)	(119,000)
- housing benefit fraud grant	(26,000)	(26,000)
Total Income	(24,969,000)	(24,969,000)
Net Operational Cost	(342,000)	(342,000)

Service Information

Services provided:

Rent allowance payments to tenants of private landlords and registered social landlords.

Eligible costs are reimbursed by Government subsidy.

Overpayments to claimants are subject to recovery.

Budget Changes

There is no change between the budget for 2018/19 and 2019/20

SERVICE DELIVERY

Rent Rebates

	2018-19 Budget £	2019-20 Budget £
Expenditure		
Transfer Payments		
- rent rebate payments (HRA tenants)	8,307,000	8,307,000
- rent rebate payments (nonHRA tenants)	246,000	246,000
- less recovery of overpayments	(190,000)	(190,000)
Gross Operational Cost	8,363,000	8,363,000
Income		
Government Grants		
- rent rebate subsidy (HRA tenants)	(8,119,000)	(8,119,000)
- rent rebate subsidy (non-HRA tenants)	(199,000)	(199,000)
- discretionary housing benefit Subsidy	(50,000)	(50,000)
- housing benefit fraud grant	(9,000)	(9,000)
Total Income	(8,377,000)	(8,377,000)
Net Operational Cost	(14,000)	(14,000)

Service Information

Services provided:

Rent rebate payments to tenants of the Council's housing stock within the Housing Revenue Account (HRA).

Rent rebate payments to tenants of non-HRA housing stock.

Eligible costs are reimbursed by Government subsidy.

Overpayments to claimants are subject to recovery.

Budget Changes

There is no change between the budget for 2018/19 and 2019/20

SERVICE DELIVERY

Travellers

	2018-19 Budget £	2019-20 Budget £
Expenditure		
Supplies and Services	17,000	17,000
Net Operational Cost	17,000	17,000

Service Information

Services provided:

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

Budget Changes

There is no change between the budget for 2018/19 and 2019/20

SERVICE DELIVERY

Council Tax Collection

	2018-19 Budget £	2019-20 Budget £
Expenditure		
Supplies and Services	113,000	133,000
Gross Operational Cost	113,000	133,000
Income		
Customer and Client Receipts	(170,000)	(200,000)
Total Income	(170,000)	(200,000)
Net Operational Cost	(57,000)	(67,000)

Service Information

Services provided:

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

Budget Changes

	£
Budget for 2018-19	(57,000)
Income generation	(30,000)
Non recurring growth	23,000
Reversal of previous year's one-off growth	(3,000)
Budget for 2019-20	(67,000)

SERVICE DELIVERY

Council Tax Reduction Scheme Administration

Service Information

	2018-19 Budget £	2019-20 Budget £
Expenditure		
Employee Expenses	62,200	0
Supplies and Services	3,300	500
Transfer Payments	53,500	38,500
Gross Operational Cost	119,000	39,000
Income		
Other Grants and Contributions	(87,000)	(87,000)
Total Income	(87,000)	(87,000)
Net Operational Cost	32,000	(48,000)

Services provided:

In a partnership arrangement with East Sussex County Council, East Sussex Fire Authority, Sussex Police and Crime Commissioner, and the other Districts within East Sussex, the Council administers the council tax reduction scheme and works to inform and support claimants as changes are made to the scheme.

Budget Changes	£
Budget for 2018-19	32,000
Transfer of budget to other services:	
- through shared service realignment	(62,200)
	<u>(30,200)</u>
Reversal of previous year's one-off growth	(18,000)
Other budget movements - shared service realignment	200
Budget for 2019-20	(48,000)

SERVICE DELIVERY

Non-Domestic Rates Collection

	2018-19 Budget £	2019-20 Budget £
Expenditure		
Supplies and Services	36,000	6,000
Gross Operational Cost	36,000	6,000
Income		
Other Grants and Contributions	(130,000)	(130,000)
Customer and Client Receipts	(10,000)	(10,000)
Total Income	(140,000)	(140,000)
Net Operational Cost	(104,000)	(134,000)

Service Information

Services provided:

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

Budget Changes

Budget for 2018-19

Reversal of previous year's one-off growth

Budget for 2019-20

£

(104,000)

(30,000)

(134,000)

SERVICE DELIVERY

Street Naming, Numbering and Closures

Service Information

	2018-19 Budget £	2019-20 Budget £
Expenditure		
Premises	12,500	12,500
Gross Operational Cost	12,500	12,500
Income		
Customer and Client Receipts	(7,500)	(12,500)
Total Income	(7,500)	(12,500)
Net Operational Cost	5,000	0

Services provided:

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

Budget Changes	£
Budget for 2018-19	5,000
Income generation	(1,500)
Other budget movements	(3,500)
Budget for 2019-20	0

SERVICE DELIVERY

Animal and Pest Control

Service Information

	2018-19 Budget £	2019-20 Budget £
Expenditure		
Supplies and Services	40,500	33,000
Gross Operational Cost	40,500	33,000
Income		
Customer and Client Receipts	(9,500)	0
Total Income	(9,500)	0
Net Operational Cost	31,000	33,000

Services provided:

Dealing with stray dogs, dangerous dogs and dog fouling issues, providing animal welfare advice and enforcement, and providing a free pest control service for the treatment of rats.

Budget Changes	£
Budget for 2018-19	31,000
Income generation	9,500
Growth	10,000
Other budget movements	(17,500)
Budget for 2019-20	33,000

SERVICE DELIVERY

Neighbourhood Shared Service

	2018-19 Budget £	2019-20 Budget £
Expenditure		
Third Party Payments	0	537,000
Net Operational Cost	0	537,000

Service Information

Services provided:

The Council has entered into a shared service arrangement with Eastbourne Borough Council (EBC) for the provision of a shared Neighbourhood service.

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

The Neighbourhood shared service works throughout the district to improve and enforce environmental standards.

Budget Changes

Budget for 2018-19

Transfer of budget from other services:
- through shared service realignment

£

0

522,700

522,700

Growth

2,000

Inflation

11,900

Other budget movements

400

Budget for 2019-20

537,000

SERVICE DELIVERY

Customer Contact Centre		Service Information	
	2018-19 Budget £	2019-20 Budget £	
Expenditure			Services provided:
Third Party Payments	0	708,000	The Council has entered into a shared service arrangement with Eastbourne Borough Council (EBC) for the provision of a shared Customer Contact Centre
Net Operational Cost	0	708,000	The arrangement requires that EBC employs all the staff and bears all the costs of providing the shared service and recharges Lewes District Council for its share of the service.
			The Customer Contact Centre is the first point of contact for receiving and seeking to resolve all customer enquiries.
			Budget Changes £
			Budget for 2018-19 0
			Transfer of budget from other services:
			- through shared service realignment 683,000
			683,000
			Inflation 25,200
			Other budget movements (200)
			Budget for 2019-20 708,000

SERVICE DELIVERY

Customer and Neighbourhood Services pre shared service

	2018-19 Budget £	2019-20 Budget £
Expenditure		
Employees	1,168,800	0
Transport	26,500	0
Supplies and Services	24,700	0
Net Operational Cost	1,220,000	0

Service Information

Services provided:

Phase 2 of the Joint Transformation programme which was completed during 2018-19 has implemented shared service arrangements with Eastbourne Borough Council to deliver Customer and Neighbourhood Services.

As a consequence the budget held pre shared services has been reallocated for 2019-20 to recognise the new service delivery model.

Budget Changes

Budget for 2018-19

Transfer of budget to other services:

- through shared service realignment

Budget for 2019-20

£
1,220,000
(1,220,000)
0

SERVICE DELIVERY

Recycling

Service Information

	2018-19 Budget £	2019-20 Budget £
Expenditure		
Employee Expenses	792,500	818,200
Transport	103,700	103,700
Supplies and Services	531,000	586,900
Gross Operational Cost	1,427,200	1,508,800
Income		
Other Grants and Contributions	(365,000)	(365,000)
Customer and Client Receipts	(200)	(200)
Total Income	(365,200)	(365,200)
Net Operational Cost	1,062,000	1,143,600

Services provided:

Weekly collection of items from domestic households for recycling.
Promoting the growth of recycling throughout the district.

Budget Changes	£
Budget for 2018-19	1,062,000
Growth	80,000
Non recurring growth	28,000
Inflation	25,700
Reversal of previous year's one-off growth	(20,000)
Other budget movements	(32,100)
Budget for 2019-20	1,143,600

SERVICE DELIVERY

Street Cleansing

	2018-19 Budget £	2019-20 Budget £
Expenditure		
Employee Expenses	517,200	557,300
Transport	68,400	73,400
Supplies and Services	39,100	58,000
Gross Operational Cost	624,700	688,700
Income		
Customer and Client Receipts	(28,000)	(28,000)
Internal Recharges	(77,700)	(77,700)
Total Income	(105,700)	(105,700)
Net Operational Cost	519,000	583,000

Service Information

Services provided:

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

Budget Changes	£
Budget for 2018-19	519,000
Growth	52,000
Inflation	13,100
Other budget movements	(1,100)
Budget for 2019-20	583,000

SERVICE DELIVERY

Waste Collection

Service Information

	2018-19 Budget £	2019-20 Budget £
Expenditure		
Employee Expenses	1,109,100	1,190,500
Transport	156,700	172,700
Supplies and Services	316,400	321,500
Gross Operational Cost	1,582,200	1,684,700
Income		
Other Grants and Contributions	(26,000)	(26,000)
Customer and Client Receipts	(827,000)	(963,000)
Internal Recharges	(24,200)	(24,200)
Total Income	(877,200)	(1,013,200)
Net Operational Cost	705,000	671,500

Services provided:

Collecting household waste, bulky household items and trade waste for disposal, and collecting food waste for recycling.

Trade Waste collection is carried out as a commercial activity.

Budget Changes	£
Budget for 2018-19	705,000
Income Generation	(136,000)
Growth	83,000
Inflation	21,400
Other budget movements	(1,900)
Budget for 2019-20	671,500

SERVICE DELIVERY

Vehicle Workshop

Service Information

	2018-19 Budget £	2019-20 Budget £
Expenditure		
Employee Expenses	161,100	170,400
Transport	188,200	188,200
Supplies and Services	54,500	80,100
Gross Operational Cost	403,800	438,700
Income		
Customer and Client Receipts	(20,800)	(20,800)
Internal Recharges	0	(13,000)
Total Income	(20,800)	(33,800)
Net Operational Cost	383,000	404,900

Services provided:

Servicing and maintenance of the Council's fleet of vehicles.

Budget Changes	£
Budget for 2018-19	383,000
Growth	26,000
Inflation	9,300
Other budget movements	(13,400)
Budget for 2019-20	404,900

SERVICE DELIVERY

Waste and Recycling Management and Administration

Service Information

	2018-19 Budget £	2019-20 Budget £
Expenditure		
Employee Expenses	345,300	355,200
Supplies and Services	21,700	27,800
Net Operational Cost	367,000	383,000

Services provided:

The management and administration of Waste and Recycling services.

Budget Changes	£
Budget for 2018-19	367,000
Growth	7,000
Inflation	9,900
Other budget movements	(900)
Budget for 2019-20	383,000

SERVICE DELIVERY

Head of Homes First

	2018-19 Budget £	2019-20 Budget £
Expenditure		
Third Party Payments	0	37,000
Net Operational Cost	0	37,000

Service Information

Services provided:

The Council has entered into a shared service arrangement with Eastbourne Borough Council (EBC) for the provision of a shared Homes First housing service

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

The Head of service is responsible for managing the shared service and delivering all Homes First services.

Budget Changes

£

Budget for 2018-19

0

Transfer of budget from other services:

- through shared service realignment

36,500

36,500

Inflation

1,100

Other budget movements

(600)

Budget for 2019-20

37,000

SERVICE DELIVERY

Contribution to the Housing Revenue Account

	2018-19 Budget £	2019-20 Budget £
Expenditure		
Internal Recharges	180,000	180,000
Net Operational Cost	180,000	180,000

Service Information

Services provided:

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

Budget Changes

There is no change between the budget for 2018/19 and 2019/20

SERVICE DELIVERY

Homelessness

	2018-19 Budget £	2019-20 Budget £
Expenditure		
Supplies and Services	587,400	587,400
Gross Operational Cost	587,400	587,400
Income		
Government Grants	(250,000)	(250,000)
Customer and Client Receipts	(250,400)	(250,400)
Total Income	(500,400)	(500,400)
Net Operational Cost	87,000	87,000

Service Information

Services provided:

Working with partners to devise and implement preventative measures to tackle homelessness.

Providing temporary Bed and Breakfast accommodation while homeless applications are assessed.

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

Budget Changes

There is no change between the budget for 2018/19 and 2019/20

SERVICE DELIVERY

Private Sector Leasing

	2018-19 Budget £	2019-20 Budget £
Expenditure		
Premises	193,000	193,000
Supplies and Services	5,000	5,000
Gross Operational Cost	198,000	198,000
Income		
Customer and Client Receipts	(198,000)	(198,000)
Total Income	(198,000)	(198,000)
Net Operational Cost	0	0

Service Information

Services provided:

Where a duty to house is established following assessment of a homeless application tenants are offered accommodation acquired under a Private Sector Leasing scheme (PSL).

The PSL scheme is financed by rents charged to tenants.

Budget Changes

There is no change between the budget for 2018/19 and 2019/20

SERVICE DELIVERY

Private Sector Housing Renewal

Service Information

	2018-19 Budget £	2019-20 Budget £
Expenditure		
Supplies and Services	2,000	2,000
Gross Operational Cost	2,000	2,000
Income		
Customer and Client Receipts	(1,000)	(2,000)
Total Income	(1,000)	(2,000)
Net Operational Cost	1,000	0

Services provided:

Enforcing housing standards in the private sector.

Budget Changes

Budget for 2018-19

Income generation

Budget for 2019-20

£

1,000

(1,000)

0

SERVICE DELIVERY

Housing Needs and Standards Shared Service

	2018-19 Budget £	2019-20 Budget £
Expenditure		
Third Party Payments	0	490,000
Net Operational Cost	0	490,000

Service Information

Services provided:

The Council has entered into a shared service arrangement with Eastbourne Borough Council (EBC) for the provision of a shared Homes First Housing Needs and Standards service

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

The shared service is responsible for delivering all private sector housing services.

Budget Changes

£

Budget for 2018-19

0

Transfer of budget from other services:

- through shared service realignment

462,000

462,000

Inflation

27,700

Other budget movements

300

Budget for 2019-20

490,000

SERVICE DELIVERY

Homes First Neighbourhood Management

	2018-19 Budget £	2019-20 Budget £
Expenditure		
Third Party Payments	0	637,000
Net Operational Cost	0	637,000

Service Information

Services provided:

The Council has entered into a shared service arrangement with Eastbourne Borough Council (EBC) for the provision of a shared Homes First Neighbourhood Management service

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

The shared service is responsible for delivering management services to the tenants of the council's housing stock within the Housing Revenue Account,.

Budget Changes

£

Budget for 2018-19

0

Transfer of budget from other services:

- through shared service realignment

614,000

614,000

Inflation

22,500

Other budget movements

500

Budget for 2019-20

637,000

SERVICE DELIVERY

Homes First Housing Property Services

	2018-19 Budget £	2019-20 Budget £
Expenditure		
Third Party Payments	0	568,000
Net Operational Cost	0	568,000

Service Information

Services provided:

The Council has entered into a shared service arrangement with Eastbourne Borough Council (EBC) for the provision of a shared Homes First Housing Property service

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

The shared service is responsible for delivering property services to the tenants of the council's housing stock within the Housing Revenue Account,.

Budget Changes

£

Budget for 2018-19

0

Transfer of budget from other services:

- through shared service realignment

544,000

544,000

Inflation

24,000

Budget for 2019-20

568,000

SERVICE DELIVERY

Homes First pre shared service			Service Information	
	2018-19 Budget £	2019-20 Budget £		
Expenditure			Services provided:	
Employees	1,735,200	0	Phase 2 of the Joint Transformation programme which was completed during 2018-19 has implemented shared service arrangements with Eastbourne Borough Council to deliver Homes First services.	
Transport	75,700	0	As a consequence the budget held pre shared services has been reallocated for 2019-20 to recognise the new service delivery model.	
Supplies and Services	1,100	0		
Net Operational Cost	1,812,000	0	Budget Changes	£
			Budget for 2018-19	1,812,000
			Transfer of budget to other services:	
			- through shared service realignment	(1,812,000)
			Budget for 2019-20	0

REGENERATION AND PLANNING

Service	2018-19 Budget £	2019-20 Budget £
Business Support	201,000	202,000
Economic Development	96,000	151,000
Newhaven Enterprise Centre	(168,000)	(190,000)
Regeneration Shared Service	229,000	236,000
Regeneration	358,000	399,000
Development Control	(525,000)	(543,000)
Planning Policy	459,000	236,000
Planning	(66,000)	(307,000)
Car Parking	(490,000)	(458,000)
Depots	97,000	100,000
Industrial Estates	(668,000)	(616,000)
Investment Property	(910,000)	(859,000)
Parks and Cemeteries Buildings	0	65,000
Corporate Landlord	(1,481,000)	(1,310,000)
Office Accommodation	316,000	304,000
Estates and Property Shared Service	420,000	683,000
Facilities Management	736,000	987,000
Public Conveniences	226,000	239,000
Surplus Assets	59,000	63,000
Estates and Property	(950,000)	(479,000)
Community Safety	20,000	20,000
Housing Strategy	20,000	20,000
Voluntary Sector Support	247,000	247,000
Business Planning and Performance Shared Service	516,000	542,000
Business Planning and Performance	803,000	829,000
TOTAL REGENERATION AND PLANNING	145,000	442,000

REGENERATION AND PLANNING

Business Support

	2018-19 Budget £	2019-20 Budget £
Expenditure		
Employee Expenses	59,800	61,200
Supplies and Services	91,200	90,800
Transfer Payments	50,000	50,000
Net Operational Cost	201,000	202,000

Service Information

Services provided:

Government approved the Newhaven Enterprise Zone on 1 April 2017 and this budget supports its implementation and development.

Through Transfer Payments this budget also supports a local Business Rate Discount Scheme that the Council has adopted so that it has the ability and the scope to encourage, sustain and improve economic performance.

Budget Changes

Budget for 2018-19

Inflation

Other budget movements

Budget for 2019-20

£

201,000

1,500

(500)

202,000

REGENERATION AND PLANNING

Economic Development		Service Information	
	2018-19 Budget £	2019-20 Budget £	Services provided: Promoting regeneration and economic development initiatives throughout the district.
Expenditure			
Supplies and Services	96,000	151,000	
Net Operational Cost	96,000	151,000	Budget Changes £
			Budget for 2018-19 96,000
			Growth 50,000
			Non recurring growth 55,000
			Reversal of previous year's one-off growth (50,000)
			Budget for 2019-20 151,000

REGENERATION AND PLANNING

Newhaven Enterprise Centre			Service Information	
	2018-19 Budget £	2019-20 Budget £		
Expenditure			Services provided:	
Premises	73,800	95,400	Providing a range of business units for start-up and small enterprises consisting of small furnished incubator units, larger unfurnished business units suitable for office or general business use, and units specifically designed as workshops with direct external access.	
Supplies and Services	198,200	188,600		
Gross Operational Cost	272,000	284,000	The Business Centre is managed by an independent agent.	
Income				
Customer and Client Receipts	(440,000)	(474,000)		
Total Income	(440,000)	(474,000)		
Net Operational Cost	(168,000)	(190,000)	Budget Changes	£
			Budget for 2018-19	(168,000)
			Net additional income generation	(22,000)
			Budget for 2019-20	(190,000)

REGENERATION AND PLANNING

Regeneration Shared Service			Service Information
	2018-19 Budget £	2019-20 Budget £	
Expenditure			Services provided:
Employee Expenses	224,200	0	The Council has entered into a shared service arrangement with Eastbourne Borough Council (EBC) for the provision of a shared Regeneration service.
Transport	2,700	0	The arrangement requires that EBC employs all the staff and bears all the costs of providing the shared service and recharges Lewes District Council for its share of the service.
Supplies and Services	2,100	1,200	
Third Party Payments	0	234,800	Responsible for delivering the Regeneration portfolio of services.
Net Operational Cost	229,000	236,000	
			Budget Changes £
			Budget for 2018-19 229,000
			Inflation 10,800
			Other budget movements (3,800)
			Budget for 2019-20 236,000

REGENERATION AND PLANNING

Development Control

	2018-19 Budget £	2019-20 Budget £
Expenditure		
Employees	255,000	0
Supplies and Services	62,000	56,300
Third Party Payments	0	267,700
Gross Operational Cost	317,000	324,000
Income		
Other Grants and Contributions	(408,000)	(408,000)
Customer and Client Receipts	(434,000)	(459,000)
Total Income	(842,000)	(867,000)
Net Operational Cost	(525,000)	(543,000)

Service Information

Services provided:

The Council has entered into a shared service arrangement with Eastbourne Borough Council (EBC) for the provision of a shared Development Control service.

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

This service deals with planning applications and appeals, handling enquiries, providing advice, and enforcing planning decisions.

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

Budget Changes

	£
Budget for 2018-19	(525,000)
Income generation	(30,000)
Inflation	12,400
Other budget movements	(400)
Budget for 2019-20	(543,000)

REGENERATION AND PLANNING

Planning Policy

	2018-19 Budget £	2019-20 Budget £
Expenditure		
Employee Expenses	361,200	0
Transport	9,000	0
Supplies and Services	138,800	54,900
Third Party Payments	0	231,100
Gross Operational Cost	509,000	286,000
Income		
Customer and Client Receipts	(50,000)	(50,000)
Total Income	(50,000)	(50,000)
Net Operational Cost	459,000	236,000

Service Information

Services provided:

The Council has entered into a shared service arrangement with Eastbourne Borough Council (EBC) for the provision of a shared Planning Policy service.

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

This service deals with the Council's local plan and its local development framework.

It contributes to strategic and regional plans and providing planning policy advice, information and research.

It manages the community infrastructure levy scheme.

Budget Changes

Budget for 2018-19

Transfer of budget to other services:

- through shared service realignment

Growth

Inflation

Reversal of previous year's one-off growth

Other budget movements - shared service realignment

Budget for 2019-20

£

459,000

(146,300)

312,700

12,000

7,800

(95,000)

(1,500)

236,000

REGENERATION AND PLANNING

Car Parking

	2018-19 Budget £	2019-20 Budget £
Expenditure		
Premises	226,500	241,800
Supplies and Services	267,100	314,400
Internal Recharges	44,200	44,200
Gross Operational Cost	537,800	600,400
Income		
Customer and Client Receipts	(1,027,800)	(1,058,400)
Total Income	(1,027,800)	(1,058,400)
Net Operational Cost	(490,000)	(458,000)

Service Information

Services provided:

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

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

Budget Changes

	£
Budget for 2018-19	(490,000)
Income generation	(2,000)
Growth	14,000
Non recurring growth	5,000
Inflation	12,700
Other budget movements	2,300
Budget for 2019-20	(458,000)

REGENERATION AND PLANNING

Depots		Service Information	
	2018-19 Budget £	2019-20 Budget £	
Expenditure			Services provided:
Premises	92,700	94,500	Managing and maintaining the Council's depots which are used by the
Supplies and Services	4,300	5,500	Waste and Recycling service for the maintenance and storage of
			vehicles and equipment.
Net Operational Cost	97,000	100,000	Budget Changes £
			Budget for 2018-19 97,000
			Inflation 6,100
			Other budget movements (3,100)
			Budget for 2019-20 100,000

REGENERATION AND PLANNING

Industrial Estates

	2018-19 Budget £	2019-20 Budget £
Expenditure		
Premises	10,000	7,100
Supplies and Services	5,500	5,000
Gross Operational Cost	15,500	12,100
Income		
Customer and Client Receipts	(683,500)	(628,100)
Total Income	(683,500)	(628,100)
Net Operational Cost	(668,000)	(616,000)

Service Information

Services provided:

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

Budget Changes

	£
Budget for 2018-19	(668,000)
Growth	52,000
Budget for 2019-20	(616,000)

REGENERATION AND PLANNING

Investment Property

	2018-19 Budget £	2019-20 Budget £
Expenditure		
Premises	108,800	136,400
Supplies and Services	39,500	35,700
Gross Operational Cost	148,300	172,100
Income		
Customer and Client Receipts	(1,058,300)	(1,031,100)
Total Income	(1,058,300)	(1,031,100)
Net Operational Cost	(910,000)	(859,000)

Service Information

Services provided:

Managing and maintaining the Council's investment properties including granting leases and carrying out rent reviews.
Operating the Solar Panels scheme on council-owned housing, which reduces tenants' electricity bills as well as providing a Government backed long-term income stream from feed-in tariffs.

Budget Changes

	£
Budget for 2018-19	(910,000)
Growth	33,000
Non recurring growth	10,000
Inflation	1,100
Other budget movements	6,900
Budget for 2019-20	(859,000)

REGENERATION AND PLANNING

Parks and Cemeteries Buildings

	2018-19 Budget £	2019-20 Budget £
Expenditure		
Premises	0	96,400
Supplies and Services	0	9,500
Gross Operational Cost	0	105,900
Income		
Customer and Client Receipts	0	(40,900)
Total Income	0	(40,900)
Net Operational Cost	0	65,000

Service Information

Services provided:

Managing and maintaining operational buildings located within Parks and Cemeteries.

Budget Changes	£
Budget for 2018-19	0
Transfer of budgets from other services:	
- from Cemeteries	4,000
- from Parks and Open Spaces	29,000
- from Sports and Playing Fields	19,000
	<hr style="width: 100%; border: 0.5px solid black;"/>
	52,000
Non recurring growth	11,000
Inflation	200
Other budget movements	1,800
Budget for 2019-20	65,000

REGENERATION AND PLANNING

Office Accommodation

	2018-19 Budget £	2019-20 Budget £
Expenditure		
Premises	235,800	227,800
Supplies and Services	91,200	87,200
Gross Operational Cost	327,000	315,000
Income		
Customer and Client Receipts	(11,000)	(11,000)
Total Income	(11,000)	(11,000)
Net Operational Cost	316,000	304,000

Service Information

Services provided:

Managing and maintaining office accommodation at Southover House, Lewes and Saxon House, Newhaven.

Budget Changes

Budget for 2018-19

Inflation

Other budget movements

Budget for 2019-20

£

316,000

1,600

(13,600)

304,000

REGENERATION AND PLANNING

Estates and Property Shared Service

	2018-19 Budget £	2019-20 Budget £
Expenditure		
Employee Expenses	379,800	0
Transport	8,600	9,700
Supplies and Services	31,600	96,400
Third Party Payments	0	591,900
Gross Operational Cost	420,000	698,000
Income		
Customer and Client Receipts	0	(15,000)
Total Income	0	(15,000)
Net Operational Cost	420,000	683,000

Service Information

Services provided:

The Council has entered into a shared service arrangement with Eastbourne Borough Council (EBC) for the provision of a shared Estates and Property service.

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

Responsible for delivering the Estates and Property portfolio of services.

Budget Changes

Budget for 2018-19

Transfer of budgets from other services:

- from Vehicle Workshop	3,000
- through shared service realignment	184,100
	<u>607,100</u>

Income generation	(15,000)
Growth	62,000
Non recurring growth	5,000
Inflation	25,100
Other budget movements	(1,200)
Budget for 2019-20	683,000

REGENERATION AND PLANNING

Public Conveniences

	2018-19 Budget £	2019-20 Budget £
Expenditure		
Premises	213,500	225,700
Supplies and Services	12,500	13,300
Net Operational Cost	226,000	239,000

Service Information

Services provided:

Managing and maintaining 16 public conveniences.

Budget Changes

£

Budget for 2018-19

226,000

Inflation

6,100

Other budget movements

6,900

Budget for 2019-20

239,000

REGENERATION AND PLANNING

Surplus Assets

	2018-19 Budget £	2019-20 Budget £
Expenditure		
Premises	58,300	62,200
Supplies and Services	700	800
Net Operational Cost	59,000	63,000

Service Information

Services provided:

Assets no longer held for operational purposes, pending sale or redevelopment including the buildings at 2 and 4 Fisher Street, Lewes and at Fort Road, Newhaven.

Budget Changes

Budget for 2018-19

Inflation

Other budget movements

Budget for 2019-20

£

59,000

4,600

(600)

63,000

REGENERATION AND PLANNING

Community Safety

	2018-19 Budget £	2019-20 Budget £
Expenditure		
Supplies and Services	20,000	20,000
Net Operational Cost	20,000	20,000

Service Information

Services provided:

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

Budget Changes

There is no change between the budget for 2018/19 and 2019/20

REGENERATION AND PLANNING

Housing Strategy

	2018-19 Budget £	2019-20 Budget £
Expenditure		
Supplies and Services	20,000	20,000
Net Operational Cost	20,000	20,000

Service Information

Services provided:

Preparing the Housing Strategy.

Budget Changes

There is no change between the budget for 2018/19 and 2019/20

REGENERATION AND PLANNING

Voluntary Sector Support		Service Information	
	2018-19 Budget £	2019-20 Budget £	Services provided: Grant funding the local voluntary sector and community organisations.
Expenditure			
Transfer Payments	247,000	247,000	
Net Operational Cost	247,000	247,000	Budget Changes £
			Budget for 2018-19 247,000
			Non recurring growth 30,000
			Reversal of previous year's one-off growth (30,000)
			Budget for 2019-20 247,000

REGENERATION AND PLANNING

Business Planning and Performance Shared Service

	2018-19 Budget £	2019-20 Budget £
Expenditure		
Employee Expenses	354,300	0
Supplies and Services	161,700	158,000
Third Party Payments	0	384,000
Net Operational Cost	516,000	542,000

Service Information

Services provided:

The Council has entered into a shared service arrangement with Eastbourne Borough Council (EBC) for the provision of a shared Business Planning and Performance service.

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

Responsible for delivering the Business Planning and Performance portfolio of services.

Budget Changes

£

Budget for 2018-19

516,000

Transfer of budget from other services:

- through shared service realignment

28,300

544,300

Growth

10,000

Inflation

1,700

Reversal of previous year's one-off growth

(10,000)

Other budget movements

(4,000)

Budget for 2019-20

542,000

TOURISM AND ENTERPRISE

Service	2018-19 Budget £	2019-20 Budget £
Arts Development	7,000	7,000
Tourism	116,000	131,000
Tourism	123,000	138,000
Leisure Centres and Swimming Pools	301,000	197,000
Newhaven Fort	104,000	104,000
Wave Leisure	405,000	301,000
TOTAL TOURISM AND ENTERPRISE	528,000	439,000

TOURISM AND ENTERPRISE

Arts Development

	2018-19 Budget £	2019-20 Budget £
Expenditure		
Supplies and Services	20,000	27,000
Gross Operational Cost	20,000	27,000
Income		
Customer and Client Receipts	(13,000)	(20,000)
Total Income	(13,000)	(20,000)
Net Operational Cost	7,000	7,000

Service Information

Services provided:

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

Budget Changes

Budget for 2018-19

Income generation

Other budget movements

Budget for 2019-20

£

7,000

(7,000)

7,000

7,000

TOURISM AND ENTERPRISE

Tourism			Service Information	
	2018-19	2019-20	Services provided:	
	Budget	Budget	Promoting tourism and public information within the District including the operation of Information Centres (TIC's) in Lewes and Seaford and a contribution towards the provision of a TIC in Peacehaven operated by Peacehaven Town Council.	
	£	£		
Expenditure				
Employee Expenses	101,500	118,900		
Premises	6,000	5,100		
Supplies and Services	104,400	96,700		
Third Party Payments	15,700	15,900		
Gross Operational Cost	227,600	236,600		
Income				
Customer and Client Receipts	(111,600)	(105,600)		
Total Income	(111,600)	(105,600)		
Net Operational Cost	116,000	131,000	Budget Changes	£
			Budget for 2018-19	116,000
			Income generation	6,000
			Inflation	2,700
			Other budget movements	6,300
			Budget for 2019-20	131,000

TOURISM AND ENTERPRISE

Leisure Centres and Swimming Pools

	2018-19 Budget £	2019-20 Budget £
Expenditure		
Premises	132,300	132,300
Third Party Payments	209,000	105,000
Transfer Payments	8,700	8,700
Gross Operational Cost	350,000	246,000
Income		
Other Grants and Contributions	(20,000)	(20,000)
Customer and Client Receipts	(29,000)	(29,000)
Total Income	(49,000)	(49,000)
Net Operational Cost	301,000	197,000

Service Information

Services provided:

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

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

Budget Changes

	£
Budget for 2018-19	301,000
Efficiency savings	(104,000)
Budget for 2019-20	197,000

TOURISM AND ENTERPRISE

Newhaven Fort

	2018-19 Budget £	2019-20 Budget £
Expenditure		
Premises	4,800	4,800
Third Party Payments	104,200	104,200
Gross Operational Cost	109,000	109,000
Income		
Customer and Client Receipts	(5,000)	(5,000)
Total Income	(5,000)	(5,000)
Net Operational Cost	104,000	104,000

Service Information

Services provided:

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

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

Budget Changes

There is no change between the budget for 2018/19 and 2019/20

GROWTH AND SAVINGS ITEMS INCLUDED IN THE 2019-20 GENERAL FUND BUDGET

General Fund Services	Pay Award and Increments	305,000
General Fund Services	Contract increases	21,000
	PAY AND PRICE INFLATION	326,000
Emergency Planning	East Sussex Emergency Partnership	13,000
Pension Contributions	Increase in contributions assessed by Pensions Actuary	58,000
Information Technology	PSN Compliance	7,000
Information Technology	Blackberry Licence and Support	18,000
Information Technology	Cloud Storage	8,000
Information Technology	UPS Maintenance	2,000
Information Technology	PCIDSS Scans	3,000
Information Technology	New MFDs	10,000
Legal Services	Apprentice Paralegal	9,000
Legal Services	Reduction in income target	43,000
Democratic Representation	Audio minutes add on for Modern.Gov	2,000
Democratic Representation	Members Allowance review	5,000
Registration of Electors	Boundary review and boundary changes module	1,000
Democratic Services	ADSO Certificate in Democratic Services Knowledge	3,000
	CORPORATE SERVICES	182,000
Parks and Open Spaces	Ash Die Back	1,000
Public Health	Welfare Funerals	1,000
Animal and Pest Control	Pest Control cessation of chargeable services	10,000
Neighbourhood Service	Community Engagement re fly tipping, littering, and ASB	2,000
Waste and Recycling	Additional operational salary increase	118,000
Waste and Recycling	WEBASPX licence fee	7,000
Waste and Recycling	Workshops Admin software plus annual licencing & wifi	10,000
Waste and Recycling	Fuel inflation plus additional mileage to Pevensey tip	30,000
Waste and Recycling	Trade waste disposal charges	7,000
Waste and Recycling	Increase in Fly tipping clearance costs.	20,000
Waste and Recycling	Vehicle data download charges	1,000
Waste and Recycling	Vehicle diagnostic equipment	15,000
Waste and Recycling	Depot charges	30,000
Waste and Recycling	Driver training	10,000
	SERVICE DELIVERY	262,000
Economic Development	Regeneration and Economic Initiatives	50,000
Planning Policy	Conservation Area Appraisals	10,000
Planning Policy	BCIS online subscription	2,000
Industrial Estates	Reduction in income from change of usage	52,000
Investment Property	Reduction in income from change of usage	33,000
Car Parking	Revenue support to new pay and display machines	8,000
Car Parking	Free hour parking at Newhaven	6,000
Estates and Property	Condition Surveys	50,000
Estates and Property	Property Asset Management System	12,000
Business Planning Performance	Gov Delivery	7,000
Business Planning Performance	Town and Parish Council Conference	2,000
Business Planning Performance	Smart Survey	1,000
	REGENERATION AND PLANNING	233,000

TOTAL GROWTH ITEMS INCLUDED IN THE 2019-20 BUDGET

1,003,000

GROWTH AND SAVINGS ITEMS INCLUDED IN THE 2019-20 GENERAL FUND BUDGET

Human Resources	Recruitment of apprentice	10,000
	CORPORATE SERVICES	10,000
Parks and Open Spaces	Biodiversity Improvements	10,000
Environmental Protection	Citizens' science project - Air quality monitoring	10,000
Council Tax Collection	Empty Homes review to maximise New Homes Bonus	10,000
Council Tax Collection	Annual Single Persons Discount review	13,000
Recycling	Recycling on the go bin roll out.	28,000
	SERVICE DELIVERY	71,000
Economic Development	Trade and Investment Account Manager	25,000
Economic Development	Pop up and Flexible Business Space - Newhaven	20,000
Economic Development	Pop up and Flexible Business Space - Lewes	10,000
Car Parking	DPT Rapid chargers	5,000
Investment Property	Minimum Energy Efficiency Standards	10,000
Parks and Cemeteries Buildings	Telescombe Playing Fields Portacabin	11,000
Estates and Property	Rating Revaluations of council property	5,000
Voluntary Sector Support	BHT Eastbourne Advice - Universal Credit service	30,000
	REGENERATION AND PLANNING	116,000
Other Expenditure	Joint Transformation Programme implementation	400,000
	OTHER INCOME AND EXPENDITURE	400,000

TOTAL NON-RECURRING GROWTH ITEMS INCLUDED IN THE 2019-20 BUDGET 597,000

Human Resources	Provision of HR support to external organisation, 3VA	(3,000)
Information Technology	DR Contract	(10,000)
Information Technology	Canon Contract	(1,000)
	CORPORATE SERVICES	(14,000)
SERVICE DELIVERY	Review of fees and charges	(129,000)
Newhaven Enterprise Centre	Improved financial performance	(22,000)
Regeneration and Planning	Review of fees and charges	(47,000)
	REGENERATION AND PLANNING	(69,000)
Leisure Centres/Swimming Pools	Reduction in Wave Leisure service fee	(104,000)
Tourism	Review of fees and charges	(1,000)
	TOURISM AND ENTERPRISE	(105,000)
Other Expenditure	Joint Transformation Programme savings	(200,000)
	OTHER INCOME AND EXPENDITURE	(200,000)

TOTAL SAVINGS ITEMS INCLUDED IN THE 2019-20 BUDGET (517,000)

SUMMARY OF GENERAL FUND RESERVES

	Balance at 1 April 2019 £'000	Transfers to reserves £'000	Transfers from reserves for revenue expenditure £'000	for capital expenditure £'000	Balance at 31 March 2020 £'000
Asset Maintenance	(1,635)	(31)	79	400	(1,187)
Economic Regeneration	(623)	(1,062)	55	405	(1,225)
Revenue Grants and Contributions	(396)	0	0	0	(396)
Strategic Change	(1,481)	(468)	463	100	(1,386)
Vehicle and Equipment Replacement	(1,414)	0	0	1,114	(300)
General Fund Earmarked Reserves	(5,549)	(1,561)	597	2,019	(4,494)
General Fund Working Balance	(2,093)	0	0	0	(2,093)
TOTAL GENERAL FUND RESERVES	(7,642)	(1,561)	597	2,019	(6,587)

HOUSING REVENUE ACCOUNT BUDGET SUMMARY

	2018-19 Budget £'000	2019-20 Budget £'000
Income		
Dwelling Rents	(14,520)	(14,224)
Non-Dwelling Rents	(452)	(445)
Charges for Services and Facilities	(1,237)	(1,173)
Contributions towards Expenditure	(204)	(179)
	(16,413)	(16,021)
Expenditure		
Repairs and Maintenance	4,400	4,439
Supervision and Management	1,702	1,685
Special Services	1,313	1,344
Rents, Rates, Taxes and Other Charges	173	178
Increase in Impairment of Debtors	50	50
Depreciation of Fixed Assets		
- Dwellings	4,794	4,826
- Other Assets	685	805
Amortisation of Intangible Assets	6	3
Debt Management Costs	47	42
Joint Transformation Programme Savings	(300)	(60)
Joint Transformation Programme Contribution	-	250
	12,870	13,562
Net Cost of HRA Services	(3,543)	(2,459)
HRA share of Corporate and Democratic Core	576	621
Net Operating Cost of HRA Services	(2,967)	(1,838)
Capital Financing and Interest Charges		
Interest Payable	1,866	1,850
Interest Receivable	(45)	(41)
Reversal of Depreciation and Amortisation	(5,485)	(5,634)
Transfer to Major Repairs Reserve	5,485	5,634
Repayment of Internal Borrowing	1,146	-
Total Capital Financing and Interest Charges	2,967	1,809
(Surplus) or Deficit for the year	-	(29)
Working Balance at 1 April	(2,945)	(2,251)
(Surplus) or Deficit for the year	-	(29)
Working Balance at 31 March	(2,945)	(2,280)
Allocation of Working Balance:		
- General Working Balance	(1,500)	(1,735)
- Special Projects	(1,170)	(270)
- Self Insurance	(275)	(275)
Working Balance at 31 March	(2,945)	(2,280)

EXPENDITURE AND INCOME ANALYSIS OF THE 2019-20 COUNCIL REVENUE BUDGET

	Corporate Services	Service Delivery	Regeneration and Planning	Tourism and Enterprise	General Fund	Housing Revenue a/c	Lewes Council
Employees	1,429,500	3,261,900	61,200	118,900	4,871,500	0	4,871,500
Premises	10,500	1,274,200	1,231,500	142,200	2,658,400	4,335,500	6,993,900
Transport	8,000	504,000	9,700	0	521,700	8,100	529,800
Supplies and Services	2,955,400	2,205,200	1,308,600	123,700	6,592,900	796,800	7,389,700
Third Party Payments	2,804,100	4,971,000	1,709,500	225,100	9,709,700	0	9,709,700
Transfer Payments	141,000	33,028,500	297,000	8,700	33,475,200	54,600	33,529,800
Depreciation and Impairment Charges	0	0	0	0	0	5,634,000	5,634,000
Gross Expenditure	7,348,500	45,244,800	4,617,500	618,600	57,829,400	10,829,000	68,658,400
Specific Government Grants	0	(33,596,000)	0	0	(33,596,000)	0	(33,596,000)
Recharges to Eastbourne Borough Council	(258,000)	0	0	0	(258,000)	0	(258,000)
Other Grants and Contributions	(21,500)	(631,000)	(408,000)	(20,000)	(1,080,500)	0	(1,080,500)
Customer and Client Receipts	(179,000)	(2,460,800)	(3,767,500)	(159,600)	(6,566,900)	(1,173,000)	(7,739,900)
HRA Rents	0	0	0	0	0	(14,669,000)	(14,669,000)
Total Income	(458,500)	(36,687,800)	(4,175,500)	(179,600)	(41,501,400)	(15,842,000)	(57,343,400)
Net Service Expenditure	6,890,000	8,557,000	442,000	439,000	16,328,000	(5,013,000)	11,315,000
Recharges to the Housing Revenue Account					(3,235,000)	3,235,000	0
Capital Financing					200,000	1,850,000	2,050,000
Interest and Investment income					(200,000)	(41,000)	(241,000)
Reserves used to finance non-recurring expenditure					(597,000)	0	(597,000)
Target for Efficiency Savings					(600,000)	(60,000)	(660,000)
Contributions to Reserves					1,561,000	29,000	1,590,000
Other Income and Expenditure					(2,871,000)	5,013,000	2,142,000
							0
Lewes District Council Budget Requirement					13,457,000	0	13,457,000

CAPITAL PROGRAMME 2019-20 TO 2021-22	2019-20	2020-21	2021-22
	£'000	£'000	£'000
New Dwellings	200	200	200
Improvements to Existing Stock	4,350	4,350	4,350
Adaptations for disabled tenants	415	415	415
Recreation and Play Areas	50	50	50
Total Housing Revenue Account Investment	5,015	5,015	5,015
Mandatory Disabled Facilities Grants	1,001	1,001	1,001
Private Sector Housing Grants:	135	135	135
Total General Fund Housing Investment	1,136	1,136	1,136
Commercial Property acquisitions and developments	4,000	4,000	4,000
Waste and Recycling vehicles and equipment	964	227	0
Pop up and Flexible Business Space	405	0	0
Asset Management Block Allocation	250	250	250
IT Block Allocation	150	150	150
Flood Protection Measures	136	136	136
Finance Transformation	100	0	0
Parks, Pavilions etc. remedial works	50	50	50
Newhaven Fort major repairs and improvements	50	50	50
Indoor Leisure Facilities major repairs and improvements	50	50	50
Total General Fund Non-Housing Investment	6,155	4,913	4,686
TOTAL CAPITAL INVESTMENT	12,306	11,064	10,837
Capital Investment Financed by:			
Borrowing	(200)	(200)	(200)
HRA Major Repairs Reserve	(4,815)	(4,815)	(4,815)
Total Housing Revenue Account Financing	(5,015)	(5,015)	(5,015)
Government Grant	(1,001)	(1,001)	(1,001)
Useable Capital Receipts	(135)	(135)	(135)
Total General Fund Housing Financing	(1,136)	(1,136)	(1,136)
Borrowing	(4,000)	(4,000)	(4,000)
General Fund Earmarked Reserves	(2,019)	(777)	(550)
Capital Expenditure Financed from Revenue	(136)	(136)	(136)
Total General Fund Non-Housing Financing	(6,155)	(4,913)	(4,686)
TOTAL CAPITAL FINANCING	(12,306)	(11,064)	(10,837)

GLOSSARY AND NOTES

GLOSSARY

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

Employees	Includes all employee related costs, both direct and indirect. Direct employee costs are Salaries, Employers National Insurance contributions, Employers pension contributions, agency staff and employee expenses. Indirect costs include relocation, interview, training, advertising and severance payments.
Premises	Includes costs directly related to the running of premises and covers repairs, maintenance, energy costs, rents, rates, water charges, fixtures, fittings, cleaning, grounds maintenance and premises insurance.
Transport	Includes all costs associated with the provision, hire or use of transport, including car allowances, travel expenses, transport insurance, hire and operating leases.
Supplies and Services	Includes all direct supplies and service expenses to the authority. It covers equipment, furniture, materials, catering, clothes, uniforms, printing, stationery and general office expenses, services communications, IT costs, subscriptions and grant payments.
Third Party Payments	A third party payment is a payment to an external provider in return for the provision of a service.
Transfer Payments	Includes the costs of payments to individuals for which no goods or services are received in return by the Council, for example, grants to the voluntary sector and the payment of Housing Benefit.
Government Grants	Specific and special grants from Government.
Other Grants and Contributions	Includes income received to finance a function/project which is undertaken with other bodies and contributions from other local authorities.
Customer and Client Receipts	Includes fees and charges for services, use of facilities, admissions and lettings.
Internal Recharges	Recharges made to internal customers for services provided.

NOTES

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

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