

**Council Meeting****Agenda Item: 12**

<b>Meeting Date</b>	<b>24 January 2018</b>
<b>Report Title</b>	<b>Resolutions For Calculating Council Tax Base</b>
<b>Cabinet Member</b>	<b>Cllr Duncan Dewar-Whalley, Cabinet Member for Finance and Performance</b>
<b>SMT Lead</b>	<b>Nick Vickers, Chief Finance Officer</b>
<b>Heads of Services</b>	<b>Nick Vickers, Chief Finance Officer Amber Christou, Head of Resident Services</b>
<b>Lead Officers</b>	<b>Phil Wilson, Financial Services Manager Zoe Kent, Revenues and Benefits Manager</b>

<b>Recommendations</b>	1. That the report of the Chief Finance Officer for the calculation of the Council Tax Base for the year 2018/19 be approved.
	2. That pursuant to the Chief Finance Officer report and in accordance with the Regulations made under the Local Government Finance Act 1992 (The Local Authorities (Calculation of Council Tax Base) Regulations 1992 (as amended)) and the Local Authorities (Calculation of Council Tax Base) (England) Regulations 2012 (SI 2012:2914), and the Local Government Act 2003, the amount calculated by Swale Borough Council as its Council Tax Base for the whole area for the year 2018/19 shall be 46,590.79. The Council Tax Base for the individual Town and Parish Councils within the borough area shall be as itemised in Appendix II to this report.

## **1. Purpose of Report and Executive Summary**

- 1.1 This report is submitted in order to formally approve the tax base for 2018/19.
- 1.2 The presentation of the proposed tax base in a report to Council is one of the procedures implemented to ensure that the Council approves the correct tax bases as part of the Council Tax resolution at the meeting due to be held on 21 February 2018.

## **2. Background**

- 2.1 Regulations made under the Local Government Finance Act 1992 (The Local Authorities (Calculation of Council Tax Base) Regulations 1992 (as amended)) require each billing authority to calculate its 'Council Tax Base'.

The Local Authorities (Calculation of Council Tax Base) (England) Regulations 2012 (SI 2012:2914) provides amended statutory guidance to incorporate the changes as a result of the introduction of the council tax support scheme from 1 April 2013.

- 2.2 The Council Tax Base is a measure of the Council's taxable capacity, for the purpose of setting its Council Tax.
- 2.3 This report presents for approval Swale Borough Council's Council Tax Base, for 2018/19 and the Tax Bases for the Parish and Town Councils. The Council will use the Council Tax Base for 2018/19 in setting the Council Tax and determining the level of Council Tax income for 2018/19.

### **3. Proposal**

- 3.1 The Council Tax Base has been arrived at by making a calculation of the relevant amount for each band i.e.
  - 3.1.1 the number of dwellings within the area of the Authority as notified by the Valuation Officer;
  - 3.1.2 reductions anticipated during the year with due allowance for only part of the year;
  - 3.1.3 a prudent view on estimating the number of new properties that will be included on the Council Tax register during 2018/19;
  - 3.1.4 the estimated number of discounts;
  - 3.1.5 the assessment of these discounts at the appropriate percentage;
  - 3.1.6 the number of dwellings, which will be exempt;
  - 3.1.7 an allowance where it is anticipated that, due to disability, the person liable to pay the Council Tax is to pay a sum relating to a band lower than that under which the property is listed;
  - 3.1.8 a premium charged on empty properties.
- 3.2 A further adjustment is required to the Tax Base due to the Local Council Tax Reduction Scheme (LCTRS) that replaced Council Tax Benefit, and was introduced for the first time in 2013/14. The LCTRS is treated as a discount rather than a benefit and therefore reduces the Tax Base. Members will recall that the Scheme for 2018/19 was approved at the Council meeting of 22 November 2017 with the discount being set at 75% for working age applicants. This position has been reflected in the level of discount assumed.
- 3.3 In determining the Tax Base, I have also reviewed the allowance made for the total collection rate. For 2017/18 the Council had a collection rate of 98.94%, but it is my opinion that this could be increased to 99.14% for 2018/19.

- 3.4 The result of these calculations is that the Council Tax Base for 2018/19 is 46,590.79 (45,299.89 for 2017/18).
- 3.5 The details of the calculations for the whole of the Swale Borough Council and for the Parish and Town Councils within the Borough are shown in Appendices I and II.
- 3.6 As a billing authority, Swale Borough Council must issue to precepting authorities by 31 December a schedule of proposed payments in respect of their precepts and its own. This schedule of proposed payments must be confirmed and notified to precepting authorities by 31 January.
- 3.7 The payment of Parish Precepts is to be the same as for the payment of Parish Precepts in 2017/18, i.e. 50% by end of April 2018 and 50% by end of September 2018.

## 4. Alternative Options

- 4.1 The alternative option would be to use an alternative collection rate to apply to the tax base.

## 5. Consultation Undertaken or Proposed

- 5.1 There has been no consultation undertaken.

## 6. Implications

Issue	Implications
Corporate Plan	None
Financial, Resource and Property	The Council Tax Base will be used to calculate the income from Council Tax for the Council following the setting of the Council Tax at the Council meeting on 21 February 2018.
Legal and Statutory	The Council must calculate the tax base each year in accordance with the Local Government Finance Act 1992 (The Local Authorities (Calculation of Council Tax Base) Regulations 1992 (as amended)), the Local Authorities (Calculation of Council Tax Base) (England) Regulations 2012 (SI 2012:2914), and the Local Government Act 2003
Crime and Disorder	None
Sustainability	None
Health and Wellbeing	None
Risk Management and Health and Safety	Risk Implications - Assuming this report is approved, there is no risk that the Council will not meet its statutory duty to approve the Council Tax Base for 2018/19 and notify precepting authorities by 31 January 2018.
Equality and Diversity	None

## **7. Appendices**

7.1 The following documents are to be published with this report and form part of the report

- Appendix I: 2018/19 Tax Base Calculation for the Whole Council Area
- Appendix II: 2018/19 Tax Base for Parishes in the Swale Area

## **8. Background Papers**

8.1 The Finance Department and the Revenues and Benefits Section hold detailed information on the makeup of the tax base for each Parish and every unparished area.

**SWALE BOROUGH COUNCIL**  
**TAX BASE CALCULATION FOR THE WHOLE AREA 2018/19**

[illegible]

**2018/19 TAX BASE FOR PARISHES WITHIN THE SWALE AREA**

<b>PARISHES</b>	<b>2017/18 Tax Base</b>	<b>2018/19 Tax Base</b>
BAPCHILD	461.95	458.51
BOBBING	902.12	963.82
BORDEN	1,071.93	1,079.06
BOUGHTON	680.48	689.33
BREDGAR	286.21	287.53
DODDINGTON	218.69	223.45
DUNKIRK	495.44	492.80
EASTCHURCH	732.80	784.93
EASTLING	145.99	146.75
FAVERSHAM	6,193.73	6,279.21
GRAVENEY & GOODNESTONE	184.29	185.46
HARTLIP	361.56	365.61
HERNHILL	283.86	284.26
IWADE	1,361.82	1,445.30
LEYSDOWN	1,083.36	1,171.19
LOWER HALSTOW	446.49	453.94
LUDDENHAM	46.03	43.68
LYNSTED	462.38	470.51
MILSTEAD	91.28	88.66
MINSTER	5,216.95	5,411.75
NEWINGTON	871.04	878.94
NEWNHAM	150.67	156.19
NORTON	153.57	155.91
BUCKLAND	29.14	29.94
SUB TOTAL	182.71	185.85
OARE	168.23	170.11
OSPRINGE	278.31	280.13
QUEENBOROUGH	780.72	843.66
RODMERSHAM	240.71	242.17
SELLING	346.70	363.56
SHELDWICH	245.44	248.73
LEAVELAND	42.33	40.95
BADLESMERE	60.50	58.74
SUB TOTAL	348.27	348.42
STALISFIELD	99.96	100.46
TEYNHAM	868.43	882.00
THROWLEY	139.84	143.56
TONGE	140.61	261.72
TUNSTALL	702.95	708.14
UPCHURCH	921.95	964.79
WARDEN	484.70	500.97
<b>Total</b>	<b>27,453.16</b>	<b>28,356.42</b>