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					Forecast	Variance				
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		Forecast	end of	Variance	due to	other	t			
	Budget to	Outturn	January 22	to date	COVID-19	factors	Varianc	Explanation for year end variances greater than £10k (starred		
People and Places	Date £'000	£'000	£'000	£'000	£'000	£'000	e £'000	items)		
Contain Outbreak Management Fund 2021/22	0	0	86	86				External grant funding for Town Centre Ambassador posts to be drawn down from first		
								tranche of funding.		
Leisure Contract	73	46	33	-40		-27		Sencio have not signed 2021 annual contract in order to release Management Fee, therefore		
								this will be an underspend. Additional legal consultancy costs for the new leisure operator contract will be forthcoming.		
Leisure Development	21	21	10	-11				Sencio has not claimed for Q3 and Q4 advantage payment for 2021 and therefore invoice is		
			.=					currently outstanding.		
Local Strategic Partnership	0	0	15	15				The LSP Community Wellbeing Fund supports Covid-19 related priorities and will be funded through the relevant reserve.		
Tourism	27	27	-153	-181				Grants received ahead of spend.		
	27	27								
West Kent Enterprise Advisor Network	8	8	45	37				Spend ahead of grant claim.		
West Kent Kick Start	0	0	-23	-23			0	Grants received ahead of spend.		
Youth	41	41	27	-15				Current underspend due to projects being delayed until April 2022 due to previous Covid		
	restrictions and rescheduling. Carry Forward request will be submitted.									
Future Issues/Risk Areas	Ongoing impact of COVID-19 on the leisure industry and Council owned leisure facilities - consultancy review completed.									

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				_	Annual		
				Annual	Forecast		
				Forecast	Variance	Total	
		Actual to		Variance	due to	Annual	
		end of		due to	other	Forecast	
		January 22	Variance to	COVID-	factors	Variance	
<b>Develpment and Conservation</b>	Budget to Date £'000	£'000	date £'000	19 £'000	£'000	£'000	Explanation for year end variances greater than £10k (starred items)
Building Control	-108	-156	-48		-31	-31	Over Recovery of Income in fees, any continual over recovery transferred to reserves at year end
							for reinvestment in the service. Variances due to extended decoupling of partnership.
Conservation	105	120	15			0	Additional Investment in the delivery of the service.
Planning Policy	345	374	29		5	5	Payment for costs relating to Local Plan Judical review.
LDF Expenditure	0	35	35			0	This will be transferred from the Local Plan reserve.
Planning - Appeals	173	236	63		43	43	Legal fees in relation to the sucessful defence of the appeal at Broke Hill.
Planning - CIL Administration	-22	-50	-28		-34	-34	Underspend due to current vacant positions.
Planning - Development	-82	-28	55		-52		Small number of high fee applications in first two quarters in addition to an uplift in general case
Management							numbers.
Planning - Enforcement	238	301	64		25		Additional Investment in the delivery of the service.
Planning Performance Agreement	0	31	31			0	Additional Investment in the delivery of the service.
Planning - Development	0	-150	-150			0	Project Funding received in Q3. Funding should be utilised and apportioned over the life of the
Management - Software Project							project.
Administrative Expenses - Building	10	-1	-11			0	This results from the partnership decoupling.
Control							
Administrative Expenses - Planning	34	99	65			0	Education and Training costs recharged at year end.
Services							
	There remains the risk that planning decisions and enforcement action will be challenged, either at appeal or through the Courts.						
Future Issues/Risk Areas	Recruiting to vacant posts continues to be difficult.						
	The financial impact of proposed changes to the Planning System will need to be carefully considered.						

Finance and Investments	Date £'000	Forecast Outturn		Variance to date £'000	Annual Forecast Variance due to COVID-19 £'000	Variance due to other factors £'000	Variance £'000	Explanation for year end variances greater than £10k
Asset Maintenance Direct Services	35	88	95	61		53		Overspend due to depot refurbishment works.
Asset Maintenance Public Toilets	13	-2	0	-13		-15		No spend required year to date.
Benefits Admin	206	-8	-77	-283		-214		Additional New Burdens funding received that was un budgeted for.
Dartford Rev&Ben Partnership Hub (SDC costs)	1,683	1,683	1,457	-226			0	Underspends on part year vacancies.
Dartford Audit Partnership Hub (SDC Costs)	188	188	166	-22			0	Underspends on part year vacancies which will be offset by an adjustment to recharges.
Local Tax	-99	47	-156	-57		146	146	Annual variances due to enforcement income not in line with budgeted expectation as highlighted in high level commentary at the beginning of the year. Current fee recovery levels are highly variable as a result of COVID impact affecting court availability. These levels are expected to rise but are likely to remain under normals levels by year end.
Misc. Finance	1,224	509	786	-437		-715	-715	Covid-19 grants received. This will offset spend on this and other lines.
Administrative Expenses - Finance	19	39	46	27	_	20	20	Additional licence requirement for the Agresso finance system following licence audit.
Support - Exchequer and Procurement	133	143	148	15		10	10	Overspend on salaries offset by underspend on other lines.
Support - Finance Function	213	203	204	-9		-10	-10	Underspend on salaries offset by overspend on other lines.
Support - Legal Function	215	206	193	-22		-9	-9	Underspend on salaries to be offset mainly by Locum cost
Treasury Management	100	107	126	26		7	7	Overspend on Treasury Management borrowing costs and bank charges. Current overspends due to credit card bill to be charged to other codes.
Future Issues/Risk Areas	Covid-19 continu	es to have a pote						

Cleaner and Greener		Forecast Outturn £'000	Actual to end of January 22 £'000		Annual Forecast Variance due to COVID-19 £'000	Annual Forecast Variance due to other factors £'000	Total Annual Forecast Variance £'000	Explanation for year end variances greater than £10k
Asset Maintenance Argyle Road	66	41	24	-41		-25	-25	Spend currently behind profile.
Asset Maintenance Other Corporate Properties	29	49	55	26		20	20	Urgent works to Fircroft residents association hall.
Asset Maintenance Hever Road	33	43	49	16		10	10	Urgent repair works due to vandalism required additional expenditure.
Asset Maintenance Leisure	158	203	235	77		45	45	New air handling units required at Sevenoaks Leisure Centre.
Asset Maintenance Support & Salaries	76	46	45	-31		-30	-30	Spend currently behind profile.
Car Parks	-1,239	-1,239	-990	249			0	Parking income is currently behind profile. As restrictions lift monthly income is improving and it is anticipated it will recover to the level of the budget by year end.
ссту	199	199	247	47			0	Invoices to partner organisations to be raised to recover costs. Control room costs billed in advance wil be carried forward to next year.
Civil Protection	42	30	32	-10		-11	-11	Underspend on salaries following restructure.
Car Parking - On Street	-247	-247	-230	17			0	Parking income is currently behind profile. As restrictions lift monthly income is improving and it is anticipated it will recover to the level of the budget by year end.
EH Commercial	255	255	231	-24			0	This is a profiling issue and underspend is expected to be consumed by year end.
Emergency	68	56	57	-10		-12	-12	Underspend on salaries following restructure.
Parking Enforcement - Tandridge DC	-22	-22	-192	-171			0	Income collected on behalf of Tandridge to be paid over.
Estates Management - Buildings	11	-3	-40	-52		-14	-14	Unbudgeted rates bills for meeting point refunded following demolition.
Estates Management - Grounds	104	114	122	18		10	10	Spend relating to hedge cutting costs and essential maintenance work.
Housing Premises	9	-7	-8	-16		-16	-16	Underspend due to reduced emptying of cesspools based on usage.
Kent Resource Partnership	-56	-56	5	61			0	Funding received ahead of expenditure. The Kent Resource Partnership is transferring to Kent County Council. All balances will be transferred leaving no variance at year end.
Licensing Partnership Hub (Trading)	19	16	8	-11		-4	-4	Underspend on salary budget due to vacancies earlier in the year.
Licensing Regime	44	19	-7	-52		-26	-26	Premises Licences Annual Fees Received earlier than budgetted, expected incomes exceeding current budget. Underspend on Salary Due to partial vacancy.
Parks - Greensand Commons Project	0	0	31	31			0	Externally funded project. Spend will be reclaimed.
Parks and Recreation Grounds	108	108	40	-68			0	KCC Grant received will be spent by year end.
Parks - Rural	134	134	177	44			0	Income from coppiced timber sales due later in the year.
Refuse Collection	2,451	2,401	2,389	-62		-50		Previously contracted service emptying paper/card banks covered by in house staff.  Offsets overspends elsewhere.
Administrative Expenses - Direct Services	0	0	12	12			0	Overspend against profile on training and staff advertising relating to the restructure.
Street Cleansing	1,283	1,250	1,296	13		-33	-33	Binfrastructure Grant received ahead of spend. Salaries underspent.
Support - Central Offices	442	442	428	-13				Spend currently behind profile. Planned works mean there is no variance projected at year end.
Support - Central Offices - Facilities	223	187	178	-44		-35	-35	Underspend due to reduction in staffing and overtime costs.
Support - General Admin (Post/Scanning)	181	191	184	3		10	10	Forecast overspend on central postage to be reviewed in line with service postage budgets, partly offset by underspend due to staff restructure

Cleaner and Greener Support - Direct Services		Forecast Outturn £'000		Variance to date £'000	Annual Forecast Variance due to COVID-19	Annual Forecast Variance due to other factors £'000	Forecast Variance £'000	Explanation for year end variances greater than £10k  Overspend against profile on training and staff advertising relating to the restructure.
Direct Services Trading account	-506	94	313	819	640	-40		There is currently an overspend on agency staff in this area, and although a project team has now bought forward a recruitment drive to reduce this, which came into effect from November 2021 the winter period of staff absences has regrettably increased agency staff use. This situation is made considerably worse by the accumulation of outstanding leave during the pandemic. Agency staff use is required in order to maintain service levels to cover the general service, but also to deal with the huge increase on collected weights, which stands at around a 20% increase on last year, as well as leave and sickness. Due to the ageing fleet and lack of the substantial replacement of vehicles there have been multiple breakdowns resulting in substantial additional hire and repair costs to maintain the service and fleet. The forecast for this is an overspend for £150,000. As the pressures build on services due to the pandemic this situation may change for the worse, but will be kept under review.  There is ongoing work on estimation for commercial income at the depot, initial focus has been undertaken on commercial waste. This will enable a greater focus on building up new customers later in the year. It is currently anticipated that despite the positive work carried out by the Business Development Team there will be a shortfall in income targets of around £240,000 due to the pandemic.  To help mitigate this worsening situation we have instigated tight budget management, putting off planned larger spends and reviewing projects that can be delayed, while only ordering basic service requirements. We are also looking at the option of moving staff from other service areas to support waste collection to reduce agency spend, although this would result in the reduction and/or suspension of some service areas.
Taxis	9	24	5	-4		14	14	Under Recovery of fees compared to budget. Underspend on Salary Due to partial vacancy.
Future Issues/Risk Areas	Covid-19 continue	es to have a pote	ential impact on ir	ncome levels and ex	penditure.			

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					Forecast	Annual	Total	
					Variance	Forecast	Annual	
		Forecast	Actual to	Variance	due to		Forecast	
		Outturn		to date		to other	Variance	
Housing and Health	Budget to Date £'000	£'000	21 £'000	£'000		factors £'000	£'000	Explanation for year end variances greater than £10k
Contain Outbreak Management Fund 2021/22	Dauget to Date 2 000	0	-107	-107	2 000	Tuctors 2 000	2 000	External grant funding received in advance mainly to support vulnerable groups.
Domestic Abuse Duty	0	0	-24	-24				External funding received in advance from Kent County Council towards Domestic Abuse Housing Co-ordinator
Domestic Abuse Duty								post. Funding to be spent by 31/3/22 and awaiting to hear whether funding will be extended into 2022/23.
Homeless	349	649	657	308		300		Lack of affordable move on and social/rented accommodation in the district is preventing move on from temporary and emergency accommodation. Housing Benefit reclaims for the period are pending. Block
								accommodation bookings are now secured at more competitive rates. Additional staffing costs incurred as a result of external funding not yet drawn down.
Housing Clinically Extremely Vulnerable 21/22	0	0	-76	-76				External funding for fixed term One You Plus Officer, which is currently vacant. Due to funding restrictions,
Trousing Chineany Extremely Vulnerable 21/22								the funding will be reallocated to the voluntary sector to provide the One You Plus service.
Kent Housing Group Grant	0	0	-126	-126				Monies received in advance from Kent Housing Group to support private rented sector arrears.
Housing	151	151	129	-22				Staff underspend relating to vacant Housing Strategy Manager and Housing Team Leader posts (now recruited to). Citizens Advice SLA now signed and funding released. Housing Strategy phased consultancy costs remain outstanding.
Housing Pathway Co-ordinator	0	0	12	12				External funding received from MHCLG towards Rough Sleeper Initative. Position now recruited to. Funding yet to be drawn down.
Housing Energy Retraining Options (HERO)	110	110	54	-55				Staff underspend due to vacant HERO Officer post. The post is currently in the process of being recruited to.
KCC- Household Support Fund	0	0	23	23				External funding received from Kent County Council, which is paid in arrears in two tranches and supports winter warmth, fuel and food costs over the Winter period. An element of this funding will contributed to homeless overspend.
KCC Helping Hands	0	0	-45	-45				External funding received in advance from Kent County Council towards COVID-19 Digital Inclusion project being led by Housing team.
Private Sector Housing	237	237	224	-13				Underspend on salaries due to Private Sector Housing Officer vacancy, which is now filled.
Rough Sleepers Initiative (4)	0	0	-129	-129				External funding received in advance from MHCLG towards Rough Sleeper Initative 4.
One You KPH	-20	-20	-4	16				External funding received from Kent Public Health - planned overspend for shared Support Officer post.
One You Health Checks	18	18	-15	-33				External funding for Kent Housing Group Housing and Health Project Officer hosted by SDC.
Homelessness Funding	-412	-412	-390	21				Funding to be drawn down for homeless prevention funded staffing posts.
KCC Specialist Weight Management	0	0	-33	-33				Health funding received in advance to support BAME community health interventions. Post currently being recruited to.
Future Issues/Risk Areas	Ongoing Temporary Accommodation costs within the district due to increases in homelessness. Recruitment to vacant posts being completed, all Covid-19 placements ended on 30 June 2021 and a TA Charging Policy to come into effect from October.							

					Annual	Annual	Total	
					Forecast	Forecast	Annual	
		Forecast	Actual to		Variance due	Variance due to	Forecast	
		Outturn	January 22	Variance to	to COVID-19	other factors	Variance	Explanation for year end variances greater than £10k (starred
Improvement and Innovation	Budget to Date £'000	£'000	£'000	date £'000	£'000	£'000	£'000	items)
Asset Maintenance IT	246	246	611	365			0	Spend as per Asset Maintenance Plan.
Corporate Management	868	792	783	-84		-76	-76	It is currently forecast that there will be an underspend within the Corporate  Management budget for this year, which includes a revised salary budget and lower expenditure on bought-in services.
Corporate Projects	59	34	37	-22		-25		Current salary underspend to be offset by overspend elsewhere.
Corporate - Other	50	30	0	-50		-20	-20	An underspend is forecast on spending on responding to legislation and savings generated from vacant posts is expected to exceed the budget level.
Democratic Services	140	116	114	-25		-24		Underspend due to staffing turnover.
Economic Development	30	37	63	33		7		Place campaign to be funded from reserves.
Economic Development Property	495	495	453	-42				Salary underspend due to vacancies now filled. Agency staffing cover required will offset this by year end. Grant funding to be spent.
Elections	111	111	270	159				The current overspend is due to income outstanding relating to the PCC, KCC and District Elections and the additional costs of unscheduled District by-elections. PCC and KCC accounts have been submitted to the County Council and the government's Elections Claims Unit, but are unlikely to be settled during this finanical year.
External Communications	194	184	172	-22		-10	-10	Year-end variance forecast as expenditure on website support lower than budgeted amount for this year.
Land Charges	-98	-78	-84	14		20		Annual variances due to enforcement income not in line with budgeted expectation as highlighted in high level commentary at the beginning of the year. Current fee recovery levels are highly variable as a result of COVID impact affecting court availability. These levels are expected to rise but are likely to remain under normals levels by year end.
Members	393	348	353	-40		-45		Members allowances lower than budgeted levels due to changes in roles as only one Special Responsibility Allowance is payable. Also reduced expenditure on travel and training.
Register of Electors	179	179	159	-19			0	Delay in the receipt of invoices from suppliers has created the current underspend. The underspend will reduce as these are paid in the coming weeks.
Administrative Expenses - Human Reso	8	21	20	12		14	14	Forecast overspend due to external advice costs.
Support - Contact Centre	712	667	652	-60		-45		Current underspend due to staffing changes currently under review.
Support - General Admin (Print Shop)	-27	28	-8	19		55	55	Highlighted as a financial risk throughout this year, income from external customers is below the budgeted level for this financial year as events and other activities continue to impacted by the Covid pandemic.
Support - Human Resources	344	362	352	8		18	18	One off expenditure on South East Employer Annual Membership and upfront Payroll Consultancy Payment.
Future Issues/Risk Areas	IT Asset Maintenance spend as per 10 year plan resulting in draw down from reserves in current year. Lower income for Print Studio services from both internal and external customers. Costs of unscheduled District Council by-elections.							

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						Annual	Annual	Total	
						Forecast	Forecast	Annual	
			Forecast	Actual to		Variance due	Variance due to	Forecast	
			Outturn	January 22	Variance to	to COVID-19	other factors	Variance	Explanation for year end variances greater than £10k (starred
	Improvement and Innovation	Budget to Date £'000	£'000	£'000	date £'000	£'000	£'000	£'000	items)