

10 January 2023 at 7.00 pm

Council Chamber, Argyle Road, Sevenoaks

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Finance & Investment Advisory Committee

Supplementary Agenda

	Pages	Contact
7. Financial Monitoring 2022/23 - to the end of November 2022 Replacement for Appendix A	(Pages 1 - 8)	Alan Mitchell Tel: 01732 227483

If you wish to obtain further factual information on any of the agenda items listed above, please contact the named officer prior to the day of the meeting.

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	Budget to Date £'000	Actual to end of November 22 £'000	Variance to date £'000	Total Annual Forecast Variance £'000	Explanation for year end variances greater than £10k (starred items)
People and Places					
Contain Outbreak Management Fund 2021/22 - P&P	0	15	15	0	Expenditure to be covered for Town Centre Ambassadors role in Test and Trace work.
Domestic Abuse Duty	0	-12	-12	0	Government funding received in advance for DA Co-ordinator post
KCC Helping Hands	0	-26	-26	0	Funding received in advance from the Kent County Council (KCC) for Helping Hands Projects
Leisure Contract	93	69	-24	1	Payment of Sencio's management fee is subject to the previous year's audited accounts being provided by the Trust, which are currently outstanding.
Leisure Development	16	0	-16	0	Payment of Sencio's Advantage payment is subject to the previous year's audited accounts being provided by the Trust, which are currently outstanding.
Tourism	21	-161	-182	1	Grants received ahead of spend.
West Kent Partnership	-19	2	21	0	External funding not yet received.
Youth	41	28	-13	-1	Grant received in advance from KCC as part of Local Childrens Partnership Group
	445	199	-245	4	
Future Issues/Risk Areas	Ongoing impact of COVID-19 on the leisure industry and Council owned leisure facilities - consultancy review completed.				

	Budget to Date £'000	Actual to end of November 22 £'000	Variance to date £'000	Total Annual Forecast Variance £'000	Explanation for year end variances greater than £10k (starred items)
Development and Conservation					
Conservation	86	128	42	58	Additional investment in the delivery of the service.
Planning Policy	253	268	15	4	Additional investment in the delivery of the service.
LDF Expenditure	0	181	181	0	Spend to be funded from reserves.
Planning - Appeals	157	143	-14	21	Salary underspend offset against salary overspend elsewhere.
Planning - CIL Administration	-29	-28	1	17	Achieved fees entered every six months (twice yearly). 2nd half year fees yet to be entered.
Planning - Local Plan	-65	-216	-150	-150	Planning fee applications prior year receipts in advance allocated to the period.
Planning - Enforcement	227	280	53	56	Additional investment in the delivery of the service.
Planning Performance Agreement	0	13	13	0	Recruitment and salary cost for public practice.
Planning - Development Management - Software Project	0	-120	-120	0	External funding received ahead of spend.
	548	582	34	1	
Page 2 Future Issues/Risk Areas	<p>There remains the risk that planning decisions and enforcement action will be challenged, either at appeal or through the Courts. Recruiting to vacant posts continues to be difficult. The financial impact of proposed changes to the Planning System will need to be carefully considered.</p>				

	Budget to Date £'000	Actual to end of November 22 £'000	Variance to date £'000	Total Annual Forecast Variance £'000	Explanation for year end variances greater than £10k
Finance and Investments					
Asset Maintenance Direct Services	28	3	-25	0	Spend behind profile
Asset Maintenance Public Toilets	11	0	-11	-16	No spend required on public toilets in 22/23.
Benefits Admin	254	235	-19	14	New burdens funding and grants received ahead of spend.
Dartford Rev&Ben Partnership Hub (SDC costs)	1,338	1,365	27	0	Additional software costs to be covered by drawn down from reserves.
Dartford Audit Partnership Hub (SDC Costs)	147	111	-36	0	Salary underspend due to vacancy.
Local Tax	-109	-22	87	70	Adverse variance due to write-offs on court costs and unachievable enforcement income.
Misc. Finance	959	949	-10	-142	Variance due to in-year saving budgets moved to Misc. Finance. Also a underspend on cleaning materials for Covid.
Support - Legal Function	178	155	-23	-10	Current underspend due to vacant post being recruited to and the 22/23 annual pay award has now been included in the EOY Position
Treasury Management	87	92	5	18	Rise in the costs of bank charges and charge for Multi Asset Income Fund initial fee.
	3,608	3,606	-2	-8	
Future Issues/Risk Areas	Covid-19 continues to have a potential impact on income levels and expenditure.				

	Budget to Date £'000	Actual to end of November 22 £'000	Variance to date £'000	Total Annual Forecast Variance £'000	Explanation for year end variances greater than £10k
Cleaner and Greener					
Asset Maintenance Argyle Road	54	39	-15	0	Spend currently behind profile.
Asset Maintenance Other Corporate Properties	24	40	16	0	Overspend offset by underspends elsewhere.
Asset Maintenance Leisure	129	86	-43	0	Spend currently behind profile.
Asset Maintenance Support & Salaries	64	28	-36	1	Spend currently behind profile.
Car Parks	-1,125	-1,241	-116	-270	Parking charge income improving based on four months of new charges.
CCTV	169	240	71	66	Adverse forecast due to pay award 22/23 and increase in utilities bills. Annual payments relating to part 23/24 to be accrued.
Car Parking - On Street	-215	-309	-94	-64	Parking charge income improving based on four months of new charges.
EH Commercial	210	197	-13	-14	Salary underspend offset against salary overspend elsewhere
EH Animal Control	13	5	-7	20	Underspend due to a contract renewal later in the year.
EH Environmental Protection	248	306	58	31	Salary overspend offset against salary underspend elsewhere.
Parking Enforcement - Tandridge DC	-2	-137	-135	-7	Income collected on behalf of Tandridge to be paid over.
Housing Premises	3	-9	-12	0	Income exceeding budget.
Licensing Partnership Hub (Trading)	13	-8	-21	0	Salary underspend due to vacancy. Currently recruiting.
Licensing Regime	26	-6	-33	-12	Income ahead of profile relating to Premises licences.
Parks - Greensand Commons Project	0	88	88	0	Externally funded project. Spend will be reclaimed.
Refuse Collection	1,965	1,944	-21	0	An underspend on refuse sacks. A price increase is likely to see expenditure on budget.
Street Cleansing	1,044	1,069	25	27	Increase costs relating to fly tipping and unachieved income.
Support - Central Offices	420	435	14	90	Variance projected for utility bills which come in later in the year.
Support - General Admin (Post/Scanning)	168	145	-23	1	Underspend based on staff turnover however the 22/23 annual pay award has now been included for EOY position
Support - Direct Services	44	57	14	14	Variance due to recruitment and postage costs.

Cleaner and Greener	Budget to Date £'000	Actual to end of November 22 £'000	Variance to date £'000	Total Annual Forecast Variance £'000	Explanation for year end variances greater than £10k
Direct Services Trading Account	-459	38	497	1,076	There is an on-going overspend on agency staff in this area, and a project team brought forward a recruitment drive to reduce this, which came into effect from November 2021, however on-going delivery pressures and staff absences have regrettably increased agency staff use. This situation was made considerably worse by the accumulation of outstanding leave during the pandemic and a resurgence of Covid cases. Agency staff has been required in order to maintain service levels to cover the general service, but also to deal with the huge increase in collected curbside weights, which stands at around an extra 20% compared to last year. Due to the ageing fleet and increased collected weights, there have been multiple breakdowns resulting in substantial additional hire and repair costs to maintain the service and fleet. Commercial income has been impacted by Covid-19 due to the effect on businesses throughout the year. Despite the positive work carried out by the Business Development Team there was a significant shortfall in income against increased budgets, although a slight and slow recovery is taking place. During this quarter tight budget management and a moratorium on some budget spending has been instigated, putting off planned larger spends and reviewing projects that could be delayed, while only ordering basic service requirements. An increase in the adverse forecast is due to the pay award 22/23.
Taxis	5	-9	-14	8	Revenue generated by new statutory practice. Over-recovery reinvested in additional staff to deliver the service.
	3,093	3,276	183	950	
Future Issues/Risk Areas	Covid-19 continues to have a potential impact on income levels and expenditure.				

	Budget to Date £'000	Actual to end of November 22 £'000	Variance to date £'000	Total Annual Forecast Variance £'000	Explanation for year end variances greater than £100
Housing and Health					
Gypsy Sites	-4	14	18	27	As a result of closure order on site due to criminal damage, rents and HB reclaims has reduced due to tenancy evictions.
Homeless	415	416	1	-23	Forecast underspend based on staff turnover and number of TA/Emergency Accommodation placements continues to reduce.
Housing Register	43	49	6	25	The 22/23 annual pay award has now been included and the Housing Register funding offset by vacancy from other service areas.
Housing	112	125	13	13	Increased professional practice counselling support required to support housing officers as they deal with higher case complexity and customer needs. Interim acting up payment for Head of Housing in first half of year - allocations to be reviewed. Kickstarter costs will be offset by funding received.
Housing Energy Retraining Options (HERO)	43	-26	-69	0	Grant received in advance for Accommodation for Ex Offenders funding. Officer costs for supporting Ex-Offender cohort to be offset against the funding received.
Homes for the Ukrainians	0	-743	-743	0	Two quarters funding received in advance from KCC for Homes for Ukraine Scheme.
KCC- Household Support Fund	0	311	311	0	All funding spent by 30 September 2022 in line with KCC funding criteria. Funding claim submitted and outstanding balance to be paid.
KCC Helping Hands	0	-15	-15	0	Funding received in advance from the Kent County Council (KCC) for Helping Hands Projects
Private Sector Housing	177	135	-42	13	Dept for Business Energy and Industrial Strategy (BEIS) (Home Upgrade Grant) HUG1 grant received in advance for staffing post.
Rough Sleepers Initiative 2022-25	0	-65	-65	0	First tranche of funding paid in advance.
Homelessness Funding	-332	-282	50	0	Funding to be drawn down for homeless prevention funded staffing posts. Salaries to be drawn down from Homelessness Prevention Fund.
KCC Specialist Weight Management	0	-19	-19	0	Health funding received in advance to support Black and Minority Ethnic (BAME) community health interventions.
	527	11	-516	0	
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.

		Actual to	Column	Variance to	Total	
Improvement and Innovation	Budget to Date £'000	November 22	3	date £'000	Annual	Explanation for year end variances greater than £10k (starred
		£'000			Forecast	items)
					Variance	
					£'000	
Asset Maintenance IT	202	136		-65	0	Spend as per asset maintenance plan
Corporate Management	793	633		-160	-166	Underspend due to the costs of the NHS & Social Care Levy still to be met by new burdens funding.
Corporate - Other	114	0		-114	-116	Additional savings generated from vacant posts exceeding budget.
Economic Development	28	34		6	20	Costs associated to Place Campaign
Economic Development Property	406	394		-12	1	Costs related to agency fees.
Elections	55	79		24	21	Overspend due to unscheduled By-Elections and invoicing for the costs of a Town Council Election
Land Charges	-81	-22		60	67	Forecast adverse variance due to downturn in volumes of searches and corresponding income and the 22/23 annual pay award has now been included in EOY Position
Members	321	298		-22	-35	Underspend projected due to reduced member travel claims and training. Members allowances lower than budgeted levels.
Register of Electors	146	113		-33	-22	Spend behind budget, with invoices for annual canvass still to be received.
Support - Contact Centre	564	521		-44	17	Forecast underspend based on staff turnover and plus the 22/23 annual pay award has now been included in the EOY Position
Support - Customer Insights	137	119		-18	-18	Forecast underspend based on staff turnover plus the 22/23 annual pay award has now been included in the EOY Position
Support - General Admin (Print Shop)	-14	58		72	68	Income from both external and internal customers is below the budgeted level for this first quarter.
Support - IT	818	825		7	25	The 22/23 annual pay award has now been included in the EOY Position
Support - Human Resources	326	319		-7	24	The 22/23 annual pay award has now been included in the EOY Position
7	4,217	3,903		-313	-119	
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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