

Service	Budget to Date £'000	Actual to January £'000	Variance to date £'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 (starred items)
People and Places							
Compliance & Enforcement	0	-37	-37			0	External funding received from Government for recruiting four Town Centre Ambassadors appointed in early December 2020.
Community Safety	174	170	-4		-25	-25	Staff vacancy and post changes due to People and Places management restructure. Any other underspend, is offsetting all corporate costs incurred by all involved departments (e.g. Planning, Legal etc.) for the Convent of Mercy.
The Community Plan	50	46	-5		-14	-14	Staff under spend due to People and Places recent management restructure.
Leisure Contract	71	84	13	6		6	Sencio annual Management Fee paid upfront for full year (approved by Cabinet), rather than the quarterly payments, to enable business resilience during leisure centre closures. Additional expenditure has been incurred to support external consultancy costs regarding the impact of COVID-19 on leisure.
Tourism	25	-29	-54			0	Income received from partners ahead of spend.
Community Sports Activation Fund	15	33	18			0	Salary costs for Communities Officer which will be drawn down from Reserves to cover.
West Kent Kick Start	0	-18	-18			0	Grant Funding received ahead of spend.
Youth	42	24	-18	-9		-9	Youth delivery is being reviewed due to COVID restrictions on hosting external events. Any savings could contribute towards wider overspends in the department.

Future Issues/Risk Areas

Ongoing impact of COVID-19 on the leisure industry and Council owned leisure facilities.

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Development and Conservation							
Building Control	-106	-123	-17			0	Loss of income due to COVID-19 is not expected; any income above the budget is planned to be carried forward for reinvesting into the service
Conservation	98	112	13		17	17	Increase in staff costs due to an increase in hours; the variance is offset by staff budget savings in other areas.
Planning Policy	366	333	-33		-64	-64	Staff budget savings utilised to cover staff budget overspends in other areas and career training.
LDF Expenditure	0	31	31			0	Legal Fees re Local Plan challenge, will be funded from the Local Plan reserve.
Planning - CIL Administration	-22	-12	11	20		20	Loss of income due to COVID-19.
Planning - Development Management	88	31	-57		-11	-11	Loss of income reversed as major applications received.
Planning - Enforcement	239	290	51		81	81	Staff costs over budget due to additional resource invested.
Planning Performance Agreement	0	40	40			0	Urban Designer post costs, which will be offset by drawdown from allocated reserves (PPAs fees).
Administrative Expenses - Building Control	10	1	-9		-10	-10	Admin budget saving due to costs being charged to the BC Partnership.
Administrative Expenses - Planning Services	29	44	15	5	27	32	COVID-19 related - tablets for the team; non-COVID-19 related - career training, offset by staff budget savings.

Future Issues/Risk Areas

There remains the risk that planning decisions and enforcement action will be challenged, either at appeal or through the Courts.

The Local Plan legal challenge is ongoing

Recruiting to vacant posts continues to be difficult.

The financial impact of proposed changes to the Planning System will need to be carefully considered.

BC Partnerships dissolution costs.

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Finance and Investments							
Asset Maintenance CCTV	15	5	-10			0	Behind profile due to COVID-19 restrictions but expected to catch up during the year.
Benefits Admin	422	290	-132		-97	-97	Grant received is higher than budgeted.
Dartford Rev&Ben Partnership Hub (SDC costs)	1,550	1,471	-79			0	Grants to be carried forward to support reducing grants in future years.
Dartford Audit Partnership Hub (SDC Costs)	184	146	-39			0	Underspend due to the vacant Lead Auditor Post now filled.
Local Tax	-103	253	356	392	43	435	Due to COVID £372,000 loss of court costs recovery at 100% for the whole year plus £40,000 write offs for courts costs raised in previous years; total underachievement of income on Enforcement is estimated to be £100,000, which is £20,000 higher than last year due to COVID. - This is expected to be offset by money recouped from Government support.
Misc. Finance	1,167	97	-1,070	-3,513		-3,513	COVID-19 Grant offset by additional COVID-19 related expenditure. The remainder will offset forecast loss of income due to COVID-19 on other lines. The forecast has been adjusted to account for Tranche 4 of the COVID-19 Grant and anticipated payments under the income compensation scheme.
Administrative Expenses - Finance	19	30	11		8	8	Additional costs relating to works carried out to improve the Finance IT system, including works on replacement of the Task system.
Support - Finance Function	195	181	-14		-12	-12	Underspend due to Assistant Accountant vacancy now filled.
Support - Legal Function	212	179	-34		-31	-31	Staff turnover and underspend on specialist advice.

Future Issues/Risk Areas

Covid-19 related risks are currently the greatest concern.

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Cleaner and Greener							
Asset Maintenance Argyle Road	64	93	29			0	Car park resurfacing work undertaken.
Asset Maintenance Leisure	155	102	-53			0	Leisure centres have experienced closures due to COVID-19 which has delayed spend. However proactive maintenance is planned including boiler replacement and is expected to bring this area back on budget.
Asset Maintenance Support & Salaries	158	35	-122			0	Behind profile due to COVID-19 and restrictions on contractors being onsite. Some external works carried out and likely to catch up during the year.
Car Parks	-1,695	-193	1,501	1,987	60	2,047	Suspension of parking charges due to COVID-19 had a significant impact on income during the first quarter of the year. Although charges have been reintroduced usage is lower than usual due to COVID-19 and further lockdowns continue to have a negative impact. Forecasts have been adjusted to take account of receipts to the end of January which were even lower than anticipated and a reduced level of usage in for the rest of the year due to national COVID-19 restrictions. This has resulted in a net worsening of the forecast of £134,000. The forecast incorporates the impact of the reduction in parking charges for December as agreed by members.
CCTV	247	279	33			0	Annual payments, partially relating to 21/22 are causing an adverse variance. Will be corrected at year end.
Civil Protection	58	42	-16			0	Expenditure behind profile. Expected to be on budget at year end.
Dartford Environmental Hub (SDC Costs)	586	550	-36			0	Staff budget savings will be utilised to offset the DBC support charge.
Car Parking - On Street	-442	133	574	681		681	Suspension of parking charges and reduced income on PCN's due to COVID-19. Forecasts have been adjusted to take account of receipts to the end of January, including the period relating to national COVID-19 restrictions.
EH Commercial	235	195	-39	3	31	34	Loss of income due to COVID & legal costs. KCC 50k Test & Trace grant will be carried forward to the next financial year to be spent in line with grant conditions.
EH Animal Control	-2	11	13	7	10	17	Loss of income due to COVID and historically low collection of kennel fees.
EH Environmental Protection	308	322	13	4	1	5	Loss of income due to COVID; Agency staff costs partially offset by salaries budget in EH Commercial team.
Parking Enforcement - Tandridge DC	-22	-84	-62		-40	-40	Additional income relating to the new contract with Tandridge District Council forecast, partially offset by the additional cost of transferred staff and running the service.
Estates Management - Buildings	3	74	71		50	50	Swanley Meeting Point rates bill not budgeted as commencement of development of the site has taken longer than anticipated. Development of the site will start shortly.

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Estates Management - Grounds	104	118	13		13	13	Overspend relating to hedge cutting costs and essential maintenance work.
Housing Premises	8	-3	-11			0	Income received above budgeted levels.
Kent Resource Partnership	-55	-124	-69			0	Funding received ahead of expenditure.
Licensing Partnership Hub (Trading)	21	43	22			0	Overspend is due to 2 temporary staff, it will be funded by the HUB surpluses from previous years.
Licensing Regime	-20	11	31	27	11	38	Loss of income due to COVID; staff budgets variance due to a change in salaries allocations.
Asset Maintenance Operatives	3	-10	-13			0	Expenditure behind profile. Expected to be on budget at year end.
Markets	-137	-177	-40	50	-25	25	Income currently showing ahead of budget. However loss of income due to COVID-19 closures is likely and a forecast represents the weeks that Swanley market has been closed.
Parks - Greensand Commons Project	0	24	24			0	Claim made but not yet paid for costs from Heritage Lottery Fund (HLF).
Parks - Rural	133	151	18		15	15	Additional vehicle costs and health and safety tree works. Income from coppiced timber sales will be delayed until the new financial year.
Refuse Collection	2,378	2,354	-24		25	25	Recycling: Glass income is lower than budget due to both volume and price, and is not expected to fully recover during the year.
Support - Central Offices	445	403	-42			0	Behind profile due to COVID-19 and restrictions on contractors being onsite.
Support - General Admin (Post/Scanning)	158	136	-22	-10	-5	-15	Reduced postage costs including summons and reminders not being sent out.

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Direct Services Trading account	-150	81	232	205	35	240	<p>Agency Use - This has had to be increased greatly due to severe staff shortages due to Covid-19 positive infections and is continuing because although staff have returned to work we have a high number now taking annual leave, which was not possible earlier.</p> <p>Bulky waste - collections were suspended for a period over Christmas due to Covid-19 lockdown restrictions. The number of collections is currently restricted to 30 addresses per collection, previously there was no limit. As from the 28 September 2020 we increased the number of days available for collections and it appears that this has resulted in increased income. We are now finding that not all collection days are full so we may consider reducing the number of collection days available each week therefore lowering the cost of agency labour and transport. We are still not providing any Saturday bulky collections for parishes or larger bulky waste quotes.</p> <p>Trade Waste - income this year to date is £254,000 and last year to date was £365,000. A few customers have ceased trading, a number have closed again due to the current lockdown restrictions. This lost income will not be recovered this year. The large difference against budget is because this was increased on the assumption that we would actively seek more trade customers this year (extra £102,000 income target). It is therefore estimated that we will only achieve £315,000 income on this account against a budget of £550,000.</p> <p>Street Cleaning Other - reduction to cleaning services and private work due to these staff supporting domestic waste collections due to staff shortages for Covid-19.</p> <p>Green Waste - There have been an additional 1,520 customers since April 2020 and income levels are slightly ahead of target despite the budget increase this year and entering the quiet period for new customers.</p> <p>MOT Tests - loss of around £5,000 as the service was suspended. Operational again since 11th January 2021 but the loss will not be recovered this year.</p> <p>Taxi Tests loss of around £15,000 Income as service was suspended. Service operational again since 11th January 2021 but the loss will not be recovered this year.</p> <p>Pest Control - the loss of income continues due in part to suspension of service April - July 2020. The service is still not operating fully as operatives are not entering customer homes to carry out treatments. However even in a normal year this account struggles to breakeven. It is anticipated</p>
Taxis	19	5	-14	37	-57	-20	Loss of income due to COVID; staff budgets variance due to a change in salaries allocations.

Future Issues/Risk Areas

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<p>Covid-19 related risks are currently the greatest concern. Car parking customer numbers are increasing but it is uncertain what the impact will be for the rest of the year especially with a second lockdown. Also additional staffing costs for Direct Services are possible if a number of staff self isolate as the intention is to continue at normal service levels wherever possible. EH Partnership dissolution costs.</p>							

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Housing and Health							
Homeless	183	317	134	94		94	Demand for temporary/emergency accommodation saw an increase in December. This budget is planned to be on target due to funding from reserves and external grants. This overspend will need to be offset and funded from either Govt's COVID grant, other external grants or central reserves.
Housing Register	49	72	23			0	Due to additional costs required on the Housing Register to address the inherited application backlog, temporary staffing resource was put in place to address. This additional resource will be offset by existing reserves in the department.
Next Steps Accommodation Programme	-48	-91	-43	16		16	External funding received from MHCLG Next Steps Accommodation Fund for COVID rough sleepers, funding for this is shown in COVID grant income.
Housing Pathway Co-ordinator	0	18	18			0	External funding received from MHCLG towards Rough Sleeper Initiative.
Homelessness Prevention	0	126	126	129		129	Government's Everyone In initiative has created unplanned expenditure for the year which has now been split across MHCLG's Next Steps Accommodation Programme and part of this cost will be funded from this strand of funding . This is being reviewed on an ongoing basis however it is difficult to accurately predict final spend. This overspend will need to be offset and funded from either Govt's COVID grant, other external grants or central reserves.
Private Sector Housing	245	263	18		11	11	Legal costs incurred by the Council in relation to a tribunal for a park home site in the district partially offset by staff underspends.
One You - Your Home Project	0	-10	-10			0	External funding received in advance from Age UK towards project costs. End of year will be as per budget.
PCT Health Checks	-3	-22	-19			0	External funding received in advance from Kent Public Health.
Homelessness Funding	92	76	-16			0	External funding (FHSG - staff related spend).
PCT Initiatives	21	-20	-41			0	External funding received in advance towards various One You Projects (e.g. West Kent One Systems for Health). End of year will be as per budget.

Future Issues/Risk Areas

Ongoing Temporary Accommodation costs within the district, excluding COVID-19 related cost.

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Improvement and Innovation							
Asset Maintenance IT	241	113	-128			0	Spend as per 10-year asset maintenance plan - Any surplus to IT Asset Maintenance reserve at year end agreed.
Corporate Management	834	762	-71		-75	-75	It is currently forecast that there will be an underspend within the Corporate Management budgets for this year, which includes less expenditure on bought-in external services and some minor proportions on salaries which are attributed the corporate management of the organisation.
Corporate - Other	-35	0	35		38	38	The savings made on vacant posts are currently lower than the budget profiled for the year to date. Under the current circumstances it is anticipated that staff turnover will reduce this year and that the vacant posts savings will not be achieved.
Elections	128	148	21		-5	-5	Recharges to other Local Authorities raised as part of elections in 2019, to be offset by reversal of relevant expenditure accruals. Any remaining underspend will be transferred to the reserve for the District Council election costs.
External Communications	188	157	-31	-11	-11	-22	The variance relates to the costs of production of the Council's In Shape magazine. One issue was cancelled during the financial year due to the onset of the Covid-19 pandemic.

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Land Charges	-88	-39	49	50	15	65	COVID-19 impacts in first half of the year, some recovery evident at present - to be monitored as year progresses.
Members	385	350	-35	-30	-10	-40	Underspend projected due to reduced member travel claims and training. Members allowances lower than budgeted levels.
Register of Electors	207	170	-37		-27	-27	EOY Forecast underspend due to vacant post and maternity leave.
Administrative Expenses - Corporate Services	17	3	-14	-15		-15	Underspend on training budget due to current environment.
Administrative Expenses - Legal and Democratic	62	46	-16	-10		-10	EOY forecast underspend due to reduction in internal printing which will be offset by reduction in income for the Print Studio. Current underspend position also includes invoices awaited.
Support - Contact Centre	582	556	-26		-20	-20	Underspend due to staff turnover.
Support - General Admin (Print Shop)	-3	43	46	73	-15	58	External print income is on target against the profiled budget. However the impact of Covid-19 has reduced income on internal Print Charges over the year to date. Some of the loss will be offset by savings on internal printing budgets within the service a
Support - IT	1,066	1,021	-45	-7		-7	Forecast underspend due to reduction in copying costs, current variance due to outstanding invoices awaited.
Support - Human Resources	296	351	55		33	33	Forecast overspend due to recruitment costs, and currently looking at adjustment for Salary Sacrifice schemes

Future Issues/Risk Areas

IT - overspend on telephony offset by current underspend on salaries.
Land Charges - being monitored, some positive impact from Stamp Duty holiday, budget also to be reviewed in 2021/22 in light of changes to the service with the Land Registry.