

# APPENDIX 1 – THIRD QUARTER BUDGET MONITORING

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## Part A - Third Quarter Revenue Budget 2023/24

### **A1) Revenue Budget: Housing, Health & Environment (HHE) PAC**

A2.1 The table below provides a detailed summary of the budgeted net expenditure position for the services reporting directly into HHE PAC at the end of Quarter 3. The financial figures are presented on an accruals basis (i.e. expenditure for goods and services received, but not yet paid for, is included).

The budgets used in this report are the revised estimates for 2023/24.

A2.2 This table now shows the variance split between expenditure and income to give more of an insight into the nature of the variance.

## HHE Revenue Budget: NET EXPENDITURE (@ 3<sup>rd</sup> Quarter 2023/24)

Cost Centre	Approved (Revised) Budget for Year	Approved (Revised) Budget to 31 December 2023	Actual as at 31 December 2023	Variance as at 31 December 2023			Forecast March 2024	
	Net £000	Net £000	Net £000	Expenditure £000	Income £000	Net £000	Forecast Net £000	Forecast Variance £000
Lettable Halls	-4	-3	-10	6	1	7	-4	0
Community Halls	53	42	13	37	-8	30	23	30
Parks & Open Spaces	984	727	730	-28	25	-3	984	0
Playground Maintenance & Improvements	151	110	81	29	0	29	151	0
Parks Pavilions	33	24	11	13	0	13	33	0
Mote Park	337	251	238	11	2	13	337	0
Allotments	14	11	10	1	0	1	14	0
Cemetery	-21	13	29	-1	-14	-15	-21	0
National Assistance Act	-0	-0	-1	2	-1	1	-0	0
Crematorium	-963	-641	-596	-45	-0	-46	-930	-33
Community Safety	33	26	14	10	3	13	33	0
PCC Grant - Building Safer Communities	0	-8	-13	5	0	5	0	0
C C T V	38	29	43	-15	0	-15	38	0
Licences	3	4	8	-1	-3	-4	3	0
Licensing Statutory	-63	-47	-74	-2	28	27	-63	0
Licensing Non Chargeable	9	6	7	-0	0	-0	9	0
Animal Licensing	-8	-6	-6	0	1	1	-8	0
Dog Control	30	20	58	-38	0	-38	84	-54
Health Improvement Programme	6	6	0	6	0	6	6	0
Pollution Control - General	16	14	1	8	4	13	16	0
Contaminated Land	-3	-2	-2	1	-1	-1	-3	0
Waste Crime	4	3	7	12	-16	-4	4	0
Food Hygiene	10	6	-5	9	2	11	10	0
Sampling	4	3	0	2	0	2	4	0
Occupational Health & Safety	-8	-6	-8	-0	2	2	-8	0
Infectious Disease Control	1	1	1	0	0	0	1	0
Noise Control	1	1	0	1	0	1	1	0
Pest Control	-12	-9	-2	0	-7	-7	-12	0
Public Conveniences	274	172	145	27	0	27	274	0
Licensing - Hackney & Private Hire	-67	-67	-74	-7	14	7	-67	0
Street Cleansing	1,315	986	964	5	16	21	1,315	0
Household Waste Collection	2,276	1,190	1,188	25	-23	2	2,276	0
Commercial Waste Services	-45	-35	-74	31	8	39	-105	60
Recycling Collection	1,846	667	663	55	-52	4	1,846	0

Cost Centre	Approved (Revised) Budget for Year	Approved (Revised) Budget to 31 December 2023	Actual as at 31 December 2023	Variance as at 31 December 2023			Forecast March 2024	
	Net £000	Net £000	Net £000	Expenditure £000	Income £000	Net £000	Forecast Net £000	Forecast Variance £000
Social Inclusion	0	-1	-4	20	-18	2	0	0
Public Health - Obesity	0	-134	-136	2	-0	2	0	0
Public Health - Misc Services	0	-107	-121	-4	18	14	0	0
Dwellings rents (gross) Affordable	-42	-32	0	0	-32	-32	-48	6
Insurance Costs Paid By The Landlord	1	1	1	0	0	0	1	0
Strategic Housing Role	12	11	5	6	0	6	12	0
Housing Register & Allocations	15	14	10	4	0	4	15	0
Private Sector Renewal	-47	-83	-88	2	3	5	-47	0
HMO Licensing	-20	-15	-36	-1	22	21	-20	0
Homeless Temporary Accommodation	910	653	1,399	-827	80	-747	1,900	-990
Homelessness Prevention	182	-271	-224	-47	0	-47	201	-19
Aylesbury House	31	27	31	5	-9	-4	31	0
Magnolia House	44	33	15	16	2	18	44	0
St Martins House	5	4	3	1	-0	1	5	0
Marsham Street	38	29	3	17	9	26	38	0
Sundry Temporary Accommodation (TA) Properties	23	17	-2	18	1	19	23	0
2 Bed Property - Temporary Accommodation	-25	-19	-22	-4	7	3	-25	0
3 Bed Property - Temporary Accommodation	-56	-42	-50	-33	41	8	-56	0
4 bed Property - Temporary Accommodation	-14	-11	-18	6	1	7	-14	0
1 Bed Property- Temporary Accommodation	17	15	24	8	-18	-10	17	0
Trinity	-12	-4	3	-2	-5	-7	-12	0
Chillington House	-2	-1	1	1	-3	-2	-2	0
276 Willington Street	10	8	1	-7	14	7	10	0
St Pauls Vicarage	4	4	7	-0	-3	-3	4	0
Marden Caravan Site (Stilebridge Lane)	-22	-15	3	-39	21	-18	-22	0
Ulcombe Caravan Site (Water Lane)	7	-0	19	-27	8	-19	7	0
Head of Environment and Public Realm	118	88	87	1	0	1	118	0
Bereavement Services Section	308	231	221	10	0	10	308	0
Community Partnerships & Resilience Section	546	410	373	37	0	37	514	32
Licensing Section	126	94	76	7	12	19	126	0
Environmental Protection Section	294	221	155	65	0	65	210	84
Food and Safety Section	288	216	232	-16	0	-16	288	0
Depot Services Section	945	710	622	81	7	88	855	90
New Business & Housing Development	203	152	149	3	0	3	203	0
Head of Housing & Community Services	116	87	86	1	0	1	116	0
Homechoice Section	239	147	147	-0	0	-0	239	0
Housing Advice Section	244	-48	-84	35	0	35	211	32
Housing Standards Team	295	196	151	46	-0	46	254	41
Housing Management	337	195	126	47	22	69	286	51
Homelessness Outreach	78	-67	-89	23	0	23	78	0
Accommodation Resource Team	42	-5	-4	-1	0	-1	42	0
Housing and Inclusion	2	-71	-104	27	6	33	1	0
Salary Slippage	-439	-329	0	-329	0	-329	-439	0
Fleet Workshop & Management	250	188	134	51	3	54	188	62
MBS Support Crew	-44	-33	-48	42	-26	15	-44	0
<b>Totals</b>	<b>11,255</b>	<b>5,953</b>	<b>6,402</b>	<b>-595</b>	<b>146</b>	<b>-449</b>	<b>11,861</b>	<b>-606</b>

## By Cabinet Member

Cost Centre	Approved (Revised) Budget for Year	Approved (Revised) Budget to 31 December 2023	Actual as at 31 December 2023	Variance as at 31 December 2023			Forecast March 2024	
	Net £000	Net £000	Net £000	Expenditure £000	Income £000	Net £000	Forecast Net £000	Forecast Variance £000
<b>Cabinet Member for Health &amp; Housing</b>								
Lettable Halls	-4	-3	-10	6	1	7	-4	0
Community Halls	53	42	13	37	-8	30	23	30
Community Safety	33	26	14	10	3	13	33	0
PCC Grant - Building Safer Communities	0	-8	-13	5	0	5	0	0
C C T V	38	29	43	-15	0	-15	38	0
Social Inclusion	0	-1	-4	20	-18	2	0	0
Public Health - Obesity	0	-134	-136	2	-0	2	0	0
Public Health - Misc Services	0	-107	-121	-4	18	14	0	0
Dwellings rents (gross) Affordable	-42	-32	0	0	-32	-32	-48	6
Insurance Costs Paid By The Landlord	1	1	1	0	0	0	1	0
Strategic Housing Role	12	11	5	6	0	6	12	0
Housing Register & Allocations	15	14	10	4	0	4	15	0
Private Sector Renewal	-47	-83	-88	2	3	5	-47	0
HMO Licensing	-20	-15	-36	-1	22	21	-20	0
Homeless Temporary Accommodation	910	653	1,399	-827	80	-747	1,900	-990
Homelessness Prevention	182	-271	-224	-47	0	-47	201	-19
Aylesbury House	31	27	31	5	-9	-4	31	0
Magnolia House	44	33	15	16	2	18	44	0
St Martins House	5	4	3	1	-0	1	5	0
Marsham Street	38	29	3	17	9	26	38	0
Sundry Temporary Accommod (TA) Properties	23	17	-2	18	1	19	23	0
2 Bed Property - Temporary Accommodation	-25	-19	-22	-4	7	3	-25	0
3 Bed Property - Temporary Accommodation	-56	-42	-50	-33	41	8	-56	0
4 bed Property - Temporary Accommodation	-14	-11	-18	6	1	7	-14	0
1 Bed Property- Temporary Accommodation	17	15	24	8	-18	-10	17	0
Trinity	-12	-4	3	-2	-5	-7	-12	0
Chillington House	-2	-1	1	1	-3	-2	-2	0
276 Willington Street	10	8	1	-7	14	7	10	0
St Pauls Vicarage	4	4	7	-0	-3	-3	4	0
Marden Caravan Site (Stilebridge Lane)	-22	-15	3	-39	21	-18	-22	0
Ulcombe Caravan Site (Water Lane)	7	-0	19	-27	8	-19	7	0
Community Partnerships & Resilience Section	546	410	373	37	0	37	514	32
New Business & Housing Development	203	152	149	3	0	3	203	0
Head of Housing & Community Services	116	87	86	1	0	1	116	0
Homechoice Section	239	147	147	-0	0	-0	239	0
Housing Advice Section	244	-48	-84	35	0	35	211	32
Housing Standards Team	295	196	151	46	-0	46	254	41
Housing Management	337	195	126	47	22	69	286	51
Homelessness Outreach	78	-67	-89	23	0	23	78	0
Accommodation Resource Team	42	-5	-4	-1	0	-1	42	0
Housing and Inclusion	2	-71	-104	27	6	33	1	0
Salary Slippage	-439	-329	0	-329	0	-329	-439	0
<b>Sub-Total: Cabinet Member for Health &amp; Housing</b>	<b>2,845</b>	<b>833</b>	<b>1,621</b>	<b>-953</b>	<b>166</b>	<b>-787</b>	<b>3,660</b>	<b>-816</b>

Cost Centre	Approved (Revised) Budget for Year	Approved (Revised) Budget to 31 December 2023	Actual as at 31 December 2023	Variance as at 31 December 2023			Forecast March 2024	
	Net £000	Net £000	Net £000	Expenditure £000	Income £000	Net £000	Forecast Net £000	Forecast Variance £000
<b>Cabinet Member for Environmental Services</b>								
Parks & Open Spaces	984	727	730	-28	25	-3	984	0
Playground Maintenance & Improvements	151	110	81	29	0	29	151	0
Parks Pavilions	33	24	11	13	0	13	33	0
Mote Park	337	251	238	11	2	13	337	0
Allotments	14	11	10	1	0	1	14	0
Cemetery	-21	13	29	-1	-14	-15	-21	0
National Assistance Act	-0	-0	-1	2	-1	1	-0	0
Crematorium	-963	-641	-596	-45	-0	-46	-930	-33
Licences	3	4	8	-1	-3	-4	3	0
Licensing Statutory	-63	-47	-74	-2	28	27	-63	0
Licensing Non Chargeable	9	6	7	-0	0	-0	9	0
Animal Licensing	-8	-6	-6	0	1	1	-8	0
Dog Control	30	20	58	-38	0	-38	84	-54
Health Improvement Programme	6	6	0	6	0	6	6	0
Pollution Control - General	16	14	1	8	4	13	16	0
Contaminated Land	-3	-2	-2	1	-1	-1	-3	0
Waste Crime	4	3	7	12	-16	-4	4	0
Food Hygiene	10	6	-5	9	2	11	10	0
Sampling	4	3	0	2	0	2	4	0
Occupational Health & Safety	-8	-6	-8	-0	2	2	-8	0
Infectious Disease Control	1	1	1	0	0	0	1	0
Noise Control	1	1	0	1	0	1	1	0
Pest Control	-12	-9	-2	0	-7	-7	-12	0
Public Conveniences	274	172	145	27	0	27	274	0
Licensing - Hackney & Private Hire	-67	-67	-74	-7	14	7	-67	0
Street Cleansing	1,315	986	964	5	16	21	1,315	0
Household Waste Collection	2,276	1,190	1,188	25	-23	2	2,276	0
Commercial Waste Services	-45	-35	-74	31	8	39	-105	60
Recycling Collection	1,846	667	663	55	-52	4	1,846	0
Head of Environment and Public Realm	118	88	87	1	0	1	118	0
Bereavement Services Section	308	231	221	10	0	10	308	0
Licensing Section	126	94	76	7	12	19	126	0
Environmental Protection Section	294	221	155	65	0	65	210	84
Food and Safety Section	288	216	232	-16	0	-16	288	0
Depot Services Section	945	710	622	81	7	88	855	90
Fleet Workshop & Management	250	188	134	51	3	54	188	62
MBS Support Crew	-44	-33	-48	42	-26	15	-44	0
<b>Sub-Total: Cabinet Member for Environmental Services</b>	<b>8,410</b>	<b>5,120</b>	<b>4,781</b>	<b>358</b>	<b>-19</b>	<b>338</b>	<b>8,201</b>	<b>210</b>
<b>Totals</b>	<b>11,255</b>	<b>5,953</b>	<b>6,402</b>	<b>-595</b>	<b>146</b>	<b>-449</b>	<b>11,861</b>	<b>-606</b>

## **A2) HHE Revenue Budget: Significant Variances**

- A2.1 Within the headline figures, there are a number of both adverse and favourable net expenditure variances for individual cost centres. It is important that the implications of variances are considered at an early stage, so that contingency plans can be put in place and, if necessary, be used to inform future financial planning. Variances will be reported to each of the Policy Advisory Committees on a quarterly basis throughout 2023/24.
- A2.2 The table below highlights and provides further detail on the most significant variances at the end of Quarter 3.

## HHE PAC Variances (@ 3<sup>rd</sup> Quarter 2023/24)

	Positive Variance Q3	Adverse Variance Q3	Year End Forecast Variance
<b>Housing, Health &amp; Environment</b>	<b>£000</b>		
<b>Dog Control</b> – The number of stray dogs that need to be dealt with continues to be a significant issue. Growth has been provided for in the budget next year.		-38	-54
<b>Commercial Waste Services</b> – Income from blue sacks has been higher than forecast, and there is an underspend on staffing costs.	38		60
<b>Homeless Temporary Accommodation</b> - This continues to be a significant issue as the demand for the service continues to be high. The cost-of-living crisis and issues with getting people out of temporary accommodation are the main challenges at present. Further properties are being acquired to help alleviate the pressure on this budget. The variance has increased from that reported last month principally because of an allowance being made against non-recovery of rent. Although the rent would normally be covered by Housing Benefit, there are occasions due to the rapid turnover in temporary accommodation that occupants fail to make or complete their claim.		-747	-990
<b>Environmental Protection Section</b> – Recruitment has been an issue, with a number of vacant posts in the team, which has led to an underspend.	65		84
<b>Depot Services Section</b> – There have been a number of vacant posts in this team during the year.	88		90
<b>Fleet Workshop &amp; Management</b> – Spend has been less than forecast on vehicle maintenance and hire. The service aims to keep the fleet up to date rather than keeping vehicles on the road longer than is cost-effective.	54		62

# Part B - Third Quarter Capital Budget 2023/24

## B1) Capital Budget 2023/24 (@ 3<sup>rd</sup> Quarter 2023/24)

Capital Programme Heading	Revised Estimate 2023/24	Actual to December 2023	Budget Remaining	Q4 Profile	Projected Total Expenditure	Projected Slippage to 2024/25
	£000	£000	£000	£000	£000	£000
<b>Housing, Health &amp; Environment</b>						
Private Rented Sector Housing	4,039	44	3,995	51	95	3,944
1,000 Homes Affordable Housing Programme	9,917	5,847	4,121	715	6,562	3,355
Temporary Accommodation	15,879	9,306	6,574	700	10,006	5,874
Commercial Development - Maidstone East	356		356			356
Heather House Community Centre	138		138			138
Housing - Disabled Facilities Grants Funding	1,212	892	320	320	1,212	
Acquisitions Officer - Social Housing Delivery Partnership	52	39	13		39	13
Street Scene Investment	50	49	1	1	50	
Flood Action Plan	618	6	612		6	612
Continued Improvements to Play Areas	144	7	137	50	57	87
Parks Improvements	69	75	-5		75	-5
Gypsy & Traveller Sites Refurbishment	200	197	3	3	200	
Waste Crime Team - Additional Resources	25	4	21	21	25	
Section 106 funded works - Open Spaces	517		517	517	517	
Expansion of Cemetery	80	13	67	67	80	
Expansion of Crematorium	340	13	327	50	63	277
Purchase of New Waste Collection Vehicles	5,800		5,800	5,800	5,800	
CCTV Upgrade & Relocation		80	-80		80	-80
<b>Total</b>	<b>39,438</b>	<b>16,572</b>	<b>22,916</b>	<b>8,294</b>	<b>24,867</b>	<b>14,571</b>

## B2) Capital Budget Variances (@ 3<sup>rd</sup> Quarter 2023/24)

### Housing, Health & Environment

**Private Sector Rented Housing/1,000 Homes Affordable Housing Programme** - A number of schemes are at various stages of development at present. Some schemes will also contain elements of both private rented and affordable housing so the costs may change depending on the mix at the sites where this happens.

The projected slippage for the Maidstone East Commercial Development and the Heather House Community Scheme reflects that the progress on the wider schemes of which they are a part has not moved on as far as the initial programme anticipated. These budgets will be slipped into 2024/25.

**Temporary Accommodation** – There have been a significant number of acquisitions to date this year, and the team continue to seek suitable properties. A small number of further acquisitions are anticipated in the final quarter.

**Continued Improvements to Play Areas** – The projected slippage is a sum set aside for the refurbishment of the Penenden Heath play area, which is scheduled to take place in the first quarter of 2024/25.

**Flood Action Plan** - The flood action plan budget was set up to allow the Council to deliver, or contribute towards, schemes that would mitigate flood risk. At this stage, the only schemes that have been identified have been small scale natural flood management schemes. Officers are discussing with counterparts in the Environment Agency, Kent County Council and the Upper Medway Internal Drainage Board what can be done to promote appropriate and practical schemes in the future.

**CCTV Upgrade & Relocation** – This is an unbudgeted cost relating the scheme which took place in 2020. The contractor contacted the Council and advised us that there was a final payment due. Officers reviewed the position and agreed that this was the case, and the payment was made.