

Revenue and Capital Outturn

2022/23



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Cabinet 6 June 2023
General Fund Revenue Outturn 2022/23
SUMMARY

	2022/23		
	ORIGINAL ESTIMATE £	REVISED ESTIMATE £	PROVISIONAL OUTTURN £
Corporate Services	3,523,550	3,630,600	3,484,213
Chief Executive	1,142,700	1,078,900	984,319
Director of Central Services	345,650	789,600	463,606
Director of Finance & Transformation	1,449,500	601,850	(383,377)
Director of Planning, Housing & Environmental Health	5,152,750	5,419,500	4,927,751
Director of Street Scene, Leisure & Technical Services	8,035,550	8,876,200	8,680,142
Sub Total	19,649,700	20,396,650	18,156,654
Capital Accounting Reversals			
Non-Current Asset Depreciation	(2,859,950)	(2,756,700)	(2,754,038)
Non-Current Asset Impairment	-	51,100	8,602
Contributions to / (from) Reserves			
Building Repairs Reserve			
Withdrawals to fund expenditure	(857,850)	(1,334,450)	(780,931)
Contribution to Reserve	750,000	750,000	1,050,000
Earmarked Reserves (see page S 2)			
Contributions from Reserves	(7,038,450)	(9,712,900)	(9,230,594)
Contributions to Reserves	496,500	995,150	1,387,778
Revenue Reserve for Capital Schemes			
Withdrawals to fund expenditure			
Non-Current Assets	(2,020,000)	(626,000)	(125,621)
Revenue Expenditure Funded from Capital	(530,000)	(155,000)	(115,767)
Other contributions to / (from) Reserve (net)	1,158,000	1,298,000	1,298,000
Capital Expenditure Charged to General Fund	2,020,000	626,000	125,621
Government Grants			
New Homes Bonus	(1,193,950)	(1,193,950)	(1,193,947)
Under-indexing Business Rates Multiplier	(189,100)	(235,250)	(283,262)
Lower Tier Services Grant	(1,052,100)	(1,006,000)	(1,005,983)
Services Grant	(158,700)	(158,650)	(158,677)
Other Grants	-	-	(27,407)
Contributions from KCC	-	(209,500)	(209,503)
Revenue Adjustments	-	-	(2,418)
Sub Total	8,174,100	6,728,500	6,138,507
Revenue Support Grant	-	(350)	(366)
National Non-Domestic Rates			
Share of National Non-Domestic Rates	(20,174,231)	(20,174,231)	(20,174,231)
Tariff	21,310,255	21,310,255	21,310,255
Levy / Business Rates Pool	-	175,187	233,812
Small Business Rate Relief Grant	(1,053,869)	(1,139,198)	(1,118,218)
Business Rates Relief Measures	(2,220,897)	(1,293,671)	(1,232,633)
Supporting Small Business & Trans Relief Grant	(59,856)	(43,911)	(27,372)
Public Toilets Relief Grant	(7,751)	(7,180)	(7,188)
Collection Fund Adjustments			
Council Tax (Surplus) / Deficit	(157,731)	(157,731)	(157,731)
National Non-Domestic Rates (Surplus) / Deficit	5,814,879	5,814,879	5,814,879
Sub Total	11,624,899	11,212,549	10,779,714
Contribution to / (from) General Revenue Reserve	104,500	516,850	949,685
Balance to be met from Council Tax Payers	11,729,399	11,729,399	11,729,399

Cabinet 6 June 2023
General Fund Revenue Outturn 2022/23
EARMARKED RESERVES

	2022/23		PROVISIONAL OUTTURN £
	ORIGINAL ESTIMATE £	REVISED ESTIMATE £	
Contributions from Earmarked Reserves			
Asset Review Reserve	-	(60,000)	(45,347)
Budget Stabilisation Reserve	-	(919,100)	(868,910)
Business Rates Retention Scheme Reserve	(6,116,350)	(6,837,550)	(6,735,864)
Climate Change Reserve	(75,250)	(193,500)	(178,824)
Community Development Reserve	-	(5,550)	(5,559)
Democratic Representation Reserve	-	(11,650)	(11,660)
Domestic Abuse Act Reserve	-	(43,350)	(36,839)
Economic Development Reserve	-	(5,150)	(5,192)
Election Expenses Reserve	-	-	(37,417)
Homelessness Reserve	(203,650)	(777,250)	(723,482)
Housing Survey Reserve	-	(18,200)	(18,207)
Invest to Save Reserve	-	(104,500)	(79,488)
Peer Review Reserve	-	(12,850)	(10,072)
Planning Services Reserve	(633,200)	(654,150)	(423,717)
Road Closures Reserve	-	(7,350)	(7,362)
Transformation Reserve	(10,000)	(59,000)	(38,872)
Waste & Street Scene Initiatives Reserve	-	(3,750)	(3,782)
	(7,038,450)	(9,712,900)	(9,230,594)
Contributions to Earmarked Reserves			
Domestic Abuse Act Reserve	-	67,600	67,660
Election Expenses Reserve	25,000	32,350	25,000
Homelessness Reserve	346,500	750,800	681,034
Planning Services Reserve	125,000	80,000	106,807
Tonbridge and Malling Leisure Trust Reserve	-	-	249,000
Training Reserve	-	-	36,691
Transformation Reserve	-	64,400	221,586
	496,500	995,150	1,387,778

CORPORATE SERVICES

SUMMARY

	ORIGINAL ESTIMATE £	2022/23 REVISED ESTIMATE £	PROVISIONAL OUTTURN £
1 SALARIES AND ONCOSTS	12,940,950	13,472,300	13,286,137
2 OVERHEAD EXPENSES	4,477,150	4,905,950	4,647,688
3 RECHARGES TO SERVICE BUDGETS	(15,845,050)	(16,701,800)	(16,372,783)
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NON DISTRIBUTED COSTS	1,573,050	1,676,450	1,561,042
4 DEMOCRATIC REPRESENTATION	1,363,700	1,364,850	1,327,507
5 CORPORATE MANAGEMENT	586,800	589,300	595,664
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	3,523,550	3,630,600	3,484,213
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Full Time Equivalent Number of Staff (including Support Service Staff)	19.66	19.16	

CORPORATE SERVICES

	ORIGINAL ESTIMATE £	2022/23 REVISED ESTIMATE £	PROVISIONAL OUTTURN £
1 <u>SALARIES AND ONCOSTS</u>			
(a) <u>Salaries</u>			
Salaries (see analysis on page CS 16)	8,822,850	9,330,950	9,223,340
Employers' National Insurance Contributions	934,300	884,850	874,936
Employers' Superannuation Contributions	1,523,150	1,526,200	1,463,407
Superannuation Backfunding Lump Sum	1,380,000	1,380,000	1,380,000
Staff Turnover Saving	(120,000)	(70,000)	-
Apprenticeship Scheme / Levy	46,600	38,300	28,545
Ring-fenced sums (Establishment Reviews)	39,850	-	-
	<hr/>	<hr/>	<hr/>
	12,626,750	13,090,300	12,970,228 a)
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Full Time Equivalent Number of Staff (including Support Service Staff)	234.67	236.70	
(b) <u>Termination Payments</u>			
Additional Annual Pension Contributions	218,000	209,000	200,734 b)
Long Service Awards	-	-	361
Capitalised Pension Contributions	-	-	17,326 c)
Redundancy / Other Exit Payments	-	-	11,806 c)
	<hr/>	<hr/>	<hr/>
	218,000	209,000	230,227
	<hr/>	<hr/>	<hr/>
(c) <u>Recruitment & Training</u>			
Advertising & Other Recruitment Costs	7,500	84,300	34,982 d)
Training - Course Fees & Expenses	80,000	80,000	43,309 e)
Health Screening & Miscellaneous	5,500	5,500	4,355
Employee Support Scheme	3,200	3,200	3,036
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	96,200	173,000	85,682
	<hr/>	<hr/>	<hr/>
	12,940,950	13,472,300	13,286,137
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CORPORATE SERVICES

SALARIES

- a) Management savings generated on the permanent establishment.

TERMINATION PAYMENTS

- b) Reduction in the level of retirement allowances payable in the current year.
- c) Termination costs payable following changes to the permanent establishment within Street Scene & Leisure Services.

RECRUITMENT & TRAINING

- d) Reflects difficulty experienced in recruiting to a number of vacant posts currently covered by temporary staffing arrangements.
- e) Reduction in level of training and development expenditure in current year. Balance to be transferred to the Training reserve.

CORPORATE SERVICES

2	<u>OVERHEAD EXPENSES</u>	2022/23	2022/23	PROVISIONAL
		ORIGINAL	REVISED	OUTTURN
		ESTIMATE	ESTIMATE	OUTTURN
		£	£	£
	(a) <u>COUNCIL OFFICES</u>			
	Employees			
	Salaries	164,500	147,300	133,409 a)
	Premises Related Expenses			
	Maintenance of Grounds	4,150	2,000	1,923
	Energy Costs :			
	Electricity	100,000	165,000	159,074 b)
	Gas	27,000	75,000	60,093 b)
	Rates	317,600	319,950	319,929
	Water Services :			
	Water Charges (metered)	11,250	9,000	2,916 c)
	Sewerage & Environmental Services	12,250	10,000	2,812 c)
	Fixture & Fittings	3,000	2,000	149
	Cleaning & Domestic Supplies	6,000	6,000	6,571
	Insurance	26,450	16,200	16,163
	Repairs expenditure	109,150	93,700	78,834 d)
	Supplies & Services			
	Equipment, Furniture & Materials	1,350	1,350	562
	Clothing, Uniforms & Laundry	4,250	4,200	3,212
	Trade Refuse Charges	9,100	9,400	9,912
	Security / Cleaning	10,500	32,850	36,435
	Miscellaneous Services	7,300	6,400	5,868
	Licences	1,500	1,950	1,926
	Third Party Payments			
	Ground Maintenance Contract	2,050	2,100	2,139
		<hr/>	<hr/>	<hr/>
		817,400	904,400	841,927
		<hr/>	<hr/>	<hr/>
	Less Income			
	Customer & Client Receipts	-	-	(260)
	Solemnization of Marriages	(15,000)	(6,000)	(5,025)
	Hire of Tonbridge Council Chamber	(15,000)	(21,000)	(30,790) e)
	Police Accommodation Licence Fee	(30,950)	(30,950)	(32,187)
	Rent - Gibson Building	(7,300)	(7,300)	(9,266)
	Rent - Tonbridge Castle	(18,700)	(18,700)	(23,604) f)
		<hr/>	<hr/>	<hr/>
		(86,950)	(83,950)	(101,132)
		<hr/>	<hr/>	<hr/>
	<u>Sub-total</u>	730,450	820,450	740,795
	Central, Departmental & Technical Support Services			
	Central Salaries & Administration	31,700	33,150	32,264
	Information Technology Expenses	2,550	2,500	2,500
	Departmental Administrative Expenses	34,600	35,200	33,821
	Depreciation & Impairment			
	Non-Current Asset Depreciation	147,400	121,550	121,553
	Non-Current Asset Impairment	-	-	(65,563) g)
		<hr/>	<hr/>	<hr/>
		946,700	1,012,850	865,370
		<hr/>	<hr/>	<hr/>
	Full Time Equivalent Number of Staff	6.16	5.71	
	(including Support Service Staff)			

CORPORATE SERVICES

COUNCIL OFFICES

- a) Savings arising from vacant posts within Caretaking section.
- b) The impact of the rising energy prices was slightly lower than originally anticipated.
- c) Infrequent meter readings have made it difficult to determine the cost of water usage during the year.
- d) Cyclical and routine servicing expenditure was lower than anticipated.
- e) Additional income resulting from the use of conference facilities at Tonbridge Castle.
- f) Vacant office space at Tonbridge Castle has now been occupied by a new tenant.
- g) Reflects impairment reversal following revaluation.

CORPORATE SERVICES

	ORIGINAL ESTIMATE £	2022/23 REVISED ESTIMATE £	PROVISIONAL OUTTURN £
2 <u>OVERHEAD EXPENSES-Continued</u>			
(b) <u>PRINTING SECTION & MULTI FUNCTION DEVICES</u>			
Employees			
Salaries	84,700	59,750	60,072
Supplies & Services			
Purchases	1,000	1,000	468
Print Room Maintenance & Copy Charges	20,000	10,000	11,277
Multi Function Device Copy Charges	7,000	3,000	1,801
Multi Function Device Leasing Charges	6,000	11,700	11,597
Paper	15,000	10,000	15,826 a)
	<hr/>	<hr/>	<hr/>
	133,700	95,450	101,041
	<hr/>	<hr/>	<hr/>
Less Income			
Sales	(15,000)	(15,000)	(18,098)
Recharges to non M&A Service Budgets	(14,000)	(10,000)	(17,114) b)
	<hr/>	<hr/>	<hr/>
	(29,000)	(25,000)	(35,212)
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<u>Sub-total</u>	104,700	70,450	65,829
Central, Departmental & Technical Support Services			
Office Accommodation	35,650	39,750	36,445
Central Salaries & Administration	7,800	9,300	9,257
Information Technology Expenses	10,750	11,500	11,500
Departmental Administrative Expenses	10,300	9,500	9,007
Depreciation & Impairment			
Non-Current Asset Depreciation	15,400	10,600	10,599
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	184,600	151,100	142,637
	<hr/>	<hr/>	<hr/>
Full Time Equivalent Number of Staff (including Support Service Staff)	2.71	2.27	

- a) A higher level of external sales and specific internal printing requirements has resulted in an increase in the amount of paper required than originally anticipated.
- b) Increase in printing expenditure charged directly to specific service budgets in the current year, mainly Borough Election related.

CORPORATE SERVICES

	ORIGINAL ESTIMATE £	2022/23 REVISED ESTIMATE £	PROVISIONAL OUTTURN £
2 <u>OVERHEAD EXPENSES-Continued</u>			
(c) <u>CUSTOMER SERVICES</u>			
Employees			
Salaries	307,400	320,700	315,443
Supplies & Services			
Purchases	650	650	661
Stationery	50	50	-
Postage	350	-	-
Mobile Telephones	250	200	150
Office Security	36,000	36,000	36,237
	<hr/>	<hr/>	<hr/>
	344,700	357,600	352,491
Less Income			
Tonbridge Gateway Agreement / Licence	(130,000)	(149,000)	(148,037)
Gateway Partner Receipts	(4,000)	(500)	(1,176)
	<hr/>	<hr/>	<hr/>
<u>Sub-total</u>	210,700	208,100	203,278
Central, Departmental & Technical Support Services			
Central Salaries & Administration	18,050	19,450	19,097
Information Technology Expenses	4,350	4,350	4,350
Departmental Administrative Expenses	178,200	189,100	182,861
	<hr/>	<hr/>	<hr/>
	411,300	421,000	409,586
	<hr/>	<hr/>	<hr/>
Full Time Equivalent Number of Staff (including Support Service Staff)	11.51	11.28	

CORPORATE SERVICES

	ORIGINAL ESTIMATE £	2022/23 REVISED ESTIMATE £	PROVISIONAL OUTTURN £
2 <u>OVERHEAD EXPENSES-Continued</u>			
(d) <u>GENERAL ADMINISTRATION</u>			
Employees			
Salaries	4,800	4,050	3,536
Supplies & Services			
Insurance	104,550	93,400	98,464 a)
Copyright Licence	2,100	2,200	2,192
	<hr/>	<hr/>	<hr/>
	111,450	99,650	104,192
Less Income			
Fees & Charges	-	-	(15)
	<hr/>	<hr/>	<hr/>
<u>Sub-total</u>	111,450	99,650	104,177
Central, Departmental & Technical Support Services			
Central Salaries & Administration	1,200	3,950	3,811
Departmental Administrative Expenses	750	600	557
	<hr/>	<hr/>	<hr/>
	113,400	104,200	108,545
	<hr/>	<hr/>	<hr/>
Full Time Equivalent Number of Staff (including Support Service Staff)	0.19	0.21	

a) Reflects risk management insurance renewal.

CORPORATE SERVICES

	ORIGINAL ESTIMATE £	2022/23 REVISED ESTIMATE £	PROVISIONAL OUTTURN £
2 <u>OVERHEAD EXPENSES-Continued</u>			
(e) <u>DEPARTMENTAL ADMINISTRATION</u>			
Staff Transport Related Expenses			
Car & Travelling Allowances	182,600	165,950	138,372 a)
Supplies & Services			
Equipment, Furniture & Materials	10,400	10,650	2,048
Office Equipment - Maintenance	2,350	1,450	-
Protective Clothing	450	850	49
First Aid Supplies	250	250	-
Stationery	4,250	4,500	3,886
Reference Books & Publications	27,350	26,550	25,904
Legal Expenses	50,000	50,000	80,112 b)
Contracted Services	1,700	191,600	193,442
Consultancy	-	7,500	6,750
Health & Safety	6,950	6,250	4,281
Postage	14,450	13,850	18,425
Telephones - Calls	3,500	100	101
Telephones - Other Costs	32,500	5,600	5,454
Mobile Telephones	6,800	5,600	3,785
Subsistence Allowances	50	-	-
Professional Membership Fees	16,750	16,200	11,905
Subscriptions to Organisations	22,700	23,450	23,757
Other Expenses (Counter Fraud)	1,450	700	130
Data Protection Act Registration	3,000	3,000	2,935
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	387,500	534,050	521,336
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Less Income			
Recovery of Court Costs	(5,000)	(5,000)	(4,076)
Customer & Client Receipts	(5,000)	(5,000)	(1,100)
Partnership Receipts	(9,200)	(9,200)	(9,191)
	<hr/>	<hr/>	<hr/>
	(19,200)	(19,200)	(14,367)
	<hr/>	<hr/>	<hr/>
<u>Sub-total</u>	368,300	514,850	506,969
	<hr/>	<hr/>	<hr/>
Depreciation & Impairment			
Non-Current Asset Depreciation	11,150	1,900	1,930
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	379,450	516,750	508,899
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a) Lower level of mileage claims than originally anticipated in part due to staff vacancies.

b) Includes the cost of external legal advice related to contractual, housing and planning related issues.

CORPORATE SERVICES

	ORIGINAL ESTIMATE £	2022/23 REVISED ESTIMATE £	PROVISIONAL OUTTURN £
2 <u>OVERHEAD EXPENSES-Continued</u>			
(f) <u>DRINKS MACHINES</u>			
Income			
Customer & Client Receipts	(50)	-	-
Central, Departmental & Technical Support Services			
Central Salaries & Administration	150	-	-
Depreciation & Impairment			
Non-Current Asset Depreciation	550	-	-
	<hr/>	<hr/>	<hr/>
	650	-	-
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Full Time Equivalent Number of Staff (including Support Service Staff)	0.00	0.00	

CORPORATE SERVICES

	ORIGINAL ESTIMATE £	2022/23 REVISED ESTIMATE £	PROVISIONAL OUTTURN £
2 <u>OVERHEAD EXPENSES-Continued</u>			
(g) <u>INFORMATION TECHNOLOGY SERVICES</u>			
Employees			
Salaries	1,079,650	1,074,500	1,041,697 a)
Transport Related Expenses			
Public Transport	1,000	500	52
Supplies & Services			
Equipment - Purchases	10,000	13,000	6,851
Equipment - Maintenance	55,000	33,100	45,636 b)
Printing Consumables	1,500	1,500	30
Insurance	6,800	6,300	6,288
Professional Services / Consultancy	8,300	114,600	102,212 c)
Other Expenses	7,250	7,000	8,393
Software Support, Hire & Maintenance	749,000	923,200	906,150
Telephone leased lines and modems	15,000	22,300	21,026
Kent Connects	20,000	20,000	20,000
	<hr/>	<hr/>	<hr/>
<u>Sub-total</u>	1,953,500	2,216,000	2,158,335
Central, Departmental & Technical Support Services			
Office Accommodation	106,800	116,800	107,558 d)
Central Salaries & Administration	67,250	68,150	67,804
Departmental Administrative Expenses	106,050	99,650	97,401
Depreciation & Impairment			
Non-Current Asset Depreciation	207,450	199,450	181,553 e)
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	2,441,050	2,700,050	2,612,651
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Full Time Equivalent Number of Staff (including Support Service Staff)	23.01	22.93	

- a) Savings arising from vacant posts.
- b) Additional maintenance support following expiry of warranties.
- c) Reflects delayed implementation of new Agile System.
- d) Reduction in accommodation costs attributable to Information Technology Services (see page CS 3).
- e) Lower than anticipated expenditure on renewal of IT equipment.

CORPORATE SERVICES

	ORIGINAL ESTIMATE £	2022/23 REVISED ESTIMATE £	PROVISIONAL OUTTURN £
3 <u>SALARIES & OVERHEADS</u>			
Salaries & Oncosts	12,940,950	13,472,300	13,286,137
Overheads			
(a) Council Offices	946,700	1,012,850	865,370
(b) Printing & Multi Function Devices	184,600	151,100	142,637
(c) Customer Services	411,300	421,000	409,586
(d) Administration - General	113,400	104,200	108,545
(e) Administration - Departmental	379,450	516,750	508,899
(f) Drinks Machines	650	-	-
(g) Information Technology Services	2,441,050	2,700,050	2,612,651
	<hr/>	<hr/>	<hr/>
	17,418,100	18,378,250	17,933,825
Less Recharge to :	<hr/>	<hr/>	<hr/>
Planning, Housing & Environmental Health	(5,427,550)	(5,963,300)	(5,861,773)
Street Scene, Leisure & Technical	(2,875,850)	(2,968,500)	(2,940,126)
Central Services	(1,172,500)	(1,250,600)	(1,220,905)
Finance & Transformation	(2,062,300)	(2,097,400)	(2,055,877)
Corporate Services	(1,430,450)	(1,449,800)	(1,423,486)
Chief Executive	(618,550)	(722,300)	(697,567)
Other Services	(650)	(650)	(659)
Holding Accounts	(2,257,200)	(2,249,250)	(2,172,390)
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	(15,845,050)	(16,701,800)	(16,372,783)
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<u>Sub-total</u>	1,573,050	1,676,450	1,561,042
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<u>TO SUMMARY</u>	1,573,050	1,676,450	1,561,042
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CORPORATE SERVICES

	ORIGINAL ESTIMATE £	2022/23 REVISED ESTIMATE £	PROVISIONAL OUTTURN £
4 <u>DEMOCRATIC REPRESENTATION & MANAGEMENT</u>			
(a) <u>DEMOCRATIC ADMINISTRATION</u>			
Employees			
# Salaries	335,200	356,150	351,430
Premises Related Expenses			
Accommodation Expenses (Forum/Area1)	7,000	500	1,115
Supplies & Services			
Members' Meeting Expenses	4,000	4,000	2,880
Twinning Committee Expenses	-	-	41
Remuneration Panel Expenses	-	-	628
Subscriptions	18,400	22,600	22,594
	<hr/>	<hr/>	<hr/>
<u>Sub-total</u>	364,600	383,250	378,688
Central, Departmental & Technical Support Services			
Accommodation & Printing Services	41,400	38,450	36,182
# Central Salaries & Administration	231,450	223,050	218,898
Information Technology Expenses	12,100	16,050	14,968
# Departmental Administrative Expenses	124,650	127,200	122,947
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	774,200	788,000	771,683
	<hr/>	<hr/>	<hr/>
Full Time Equivalent Number of Staff (including Support Service Staff)	10.98	10.48	

Memorandum

Service Salary & Overhead Allocations to Democratic Administration

Administration & Property Services	274,500	250,700	241,892
Chief Executives' Service	48,100	59,800	58,408
Environmental Health & Hsg Services	25,950	34,000	33,268
Financial Services	80,000	83,350	83,020
Legal Services	14,300	15,350	14,616
Planning Services	124,750	142,900	142,157
Street Scene & Leisure Services	104,900	101,000	100,762
Technical Services	18,800	19,300	19,152
	<hr/>	<hr/>	<hr/>
	691,300	706,400	693,275
	<hr/>	<hr/>	<hr/>

CORPORATE SERVICES

	ORIGINAL ESTIMATE £	2022/23 REVISED ESTIMATE £	PROVISIONAL OUTTURN £
(b) <u>PAYMENTS TO MEMBERS</u>			
Transport Related Expenses			
Members' Travel & Subsistence	2,100	1,500	1,343
Supplies and Services			
Basic Allowance	285,050	278,900	276,981
Special Responsibility Allowance	130,200	121,400	116,451
Mayors' and Deputy Mayors' Allowance	7,500	7,500	7,482
Members' National Insurance	7,500	9,200	8,981
Carers' Allowance	50	50	-
	<hr/>	<hr/>	<hr/>
<u>Sub-total</u>	432,400	418,550	411,238
Central, Departmental & Technical Support Services			
Central Salaries & Administration	17,600	17,850	17,807
Information Technology Expenses	1,050	1,400	1,294
	<hr/>	<hr/>	<hr/>
	451,050	437,800	430,339
	<hr/>	<hr/>	<hr/>
Full Time Equivalent Number of Staff (including Support Service Staff)	0.31	0.30	

CORPORATE SERVICES

	ORIGINAL ESTIMATE £	2022/23 REVISED ESTIMATE £	PROVISIONAL OUTTURN £
(c) <u>MAYORAL & OTHER MEMBER SUPPORT (INC. MEMBER TRAINING)</u>			
Employees			
Salaries	1,700	1,700	1,658
Transport Related Expenses			
Mayors' Transport Allowance	10,000	8,000	2,690
Supplies and Services			
Stationery	100	100	-
Insurance	250	150	186
Civic Hospitality	5,000	5,000	1,133
Mobile Telephones	150	150	36
Other Expenses	1,500	2,000	1,778
	<hr/>	<hr/>	<hr/>
<u>Sub-total</u>	18,700	17,100	7,481
Central, Departmental & Technical Support Services			
Central Salaries & Administration	87,950	88,650	84,766
Information Technology Expenses	31,400	32,850	32,822
Departmental Administrative Expenses	400	450	416
	<hr/>	<hr/>	<hr/>
	138,450	139,050	125,485
	<hr/>	<hr/>	<hr/>
Full Time Equivalent Number of Staff (including Support Service Staff)	1.80	1.79	
 <u>SUMMARY</u>			
(a) DEMOCRATIC ADMINISTRATION	774,200	788,000	771,683
(b) PAYMENTS TO MEMBERS	451,050	437,800	430,339
(c) MAYORAL & OTHER MEMBER SUPPORT INC. MEMBER TRAINING	138,450	139,050	125,485
	<hr/>	<hr/>	<hr/>
<u>TO SUMMARY</u>	1,363,700	1,364,850	1,327,507
	<hr/>	<hr/>	<hr/>

CORPORATE SERVICES

	ORIGINAL ESTIMATE £	2022/23 REVISED ESTIMATE £	PROVISIONAL OUTTURN £
5 <u>CORPORATE MANAGEMENT</u>			
(a) <u>CORPORATE POLICY</u>			
Employees			
# Salaries	75,000	80,450	79,243
Central, Departmental & Technical Support Services			
# Central Salaries & Administration	361,100	344,450	341,183
Information Technology Expenses	-	-	11
# Departmental Administrative Expenses	20,900	22,300	21,504
	457,000	447,200	441,941
Full Time Equivalent Number of Staff (including Support Service Staff)	5.34	5.26	
(b) <u>PUBLIC ACCOUNTABILITY</u>			
Supplies and Services			
Professional Fees	900	1,300	1,962
Advertising	250	250	243
External Audit Fees	58,250	59,900	71,899 a)
	59,400	61,450	74,104
Less Income			
Government Grant	(18,150)	(18,150)	(18,738)
	41,250	43,300	55,366
<u>Sub-total</u>			
Central, Departmental & Technical Support Services			
Central Salaries & Administration	88,500	98,750	98,294
Information Technology Expenses	50	50	63
	129,800	142,100	153,723
Full Time Equivalent Number of Staff (including Support Service Staff)	1.23	1.33	
<u>SUMMARY</u>			
(a) CORPORATE POLICY	457,000	447,200	441,941
(b) PUBLIC ACCOUNTABILITY	129,800	142,100	153,723
	586,800	589,300	595,664
<u>TO SUMMARY</u>			

CORPORATE SERVICES

Memorandum	ORIGINAL ESTIMATE £	2022/23 REVISED ESTIMATE £	PROVISIONAL OUTTURN £
# Service Allocations to Corporate Policy			
Admin & Property Services	61,250	62,550	61,515
Chief Executives' Service	170,950	162,750	161,030
Environmental Health & Housing Services	12,950	16,850	16,560
Financial Services	127,650	117,750	117,309
Legal	1,300	1,400	1,329
Planning Services	54,950	57,800	56,151
Street Scene & Leisure Services	27,950	28,100	28,036
	<hr/> 457,000	<hr/> 447,200	<hr/> 441,930
	<hr/>	<hr/>	<hr/>

PUBLIC ACCOUNTABILITY

- a) Includes balance of audit fee payable for 2021/22.

EMPLOYEES - SALARIES

SERVICE ANALYSIS OF EXPENDITURE

	Basic Salaries	Overtime	Temporary Staff	Total Salaries	Council Contributions Nat. Ins.	Supern.	Total Salaries & Oncosts
	£	£	£	£	£	£	£
<u>2022/23 ESTIMATE</u>							
Original Estimate	8,549,600	18,100	255,150	8,822,850	934,300	1,523,150	11,280,300
Revised Estimate	8,454,100	59,350	817,500	9,330,950	884,850	1,526,200	11,742,000
<u>2022/23 OUTTURN</u>							
Service							
Administration & Property	615,513	6,966	41,051	663,530	65,519	113,100	842,149
Environmental Health & Housing	1,222,549	2,042	77,426	1,302,017	128,940	217,414	1,648,371
Executive	432,016	293	6,867	439,176	52,104	76,058	567,338
Finance	1,258,823	18,732	99,336	1,376,891	136,636	228,264	1,741,791
Information Technology	789,790	-	-	789,790	90,068	140,453	1,020,311
Legal	402,342	650	85,308	488,300	43,513	76,511	608,324
Personnel	387,408	2,542	32,507	422,457	32,120	72,206	526,783
Planning	1,398,547	15,374	746,216	2,160,137	158,596	256,819	2,575,552
Street Scene & Leisure	1,027,474	4,534	-	1,032,008	111,065	190,766	1,333,839
Technical	543,453	5,581	-	549,034	56,375	91,816	697,225
	8,077,915	56,714	1,088,711	9,223,340	874,936	1,463,407	11,561,683

CHIEF EXECUTIVE

SUMMARY

	ORIGINAL ESTIMATE £	2022/23 REVISED ESTIMATE £	PROVISIONAL OUTTURN £
1 COMMUNITY DEVELOPMENT	72,800	39,450	38,856
2 SAFEGUARDING	-	23,850	23,099
3 ELECTIONS	385,700	354,200	381,556
4 GRANTS & PAYMENTS	122,350	125,150	123,414
5 CLIMATE CHANGE	124,800	91,050	82,868
6 ECONOMIC DEVELOPMENT & REGENER'N	437,050	352,600	246,417
7 UK SHARED PROSPERITY FUND	-	82,150	77,595
8 REFUGEE ASSISTANCE	-	10,450	10,514
	1,142,700	1,078,900	984,319
Full Time Equivalent Number of Staff (including Support Service Staff)	9.62	11.32	

CHIEF EXECUTIVE

	ORIGINAL ESTIMATE £	2022/23 REVISED ESTIMATE £	PROVISIONAL OUTTURN £
1 <u>COMMUNITY DEVELOPMENT</u>			
Employees			
Salaries	34,150	23,400	23,106
Supplies & Services			
Community Development Partnership	15,000	3,000	3,000
Safeguarding Children Board	1,500	-	-
	<hr/>	<hr/>	<hr/>
	50,650	26,400	26,106
Less Income			
Contributions from Other Bodies	-	(3,000)	(3,000)
	<hr/>	<hr/>	<hr/>
<u>Sub-total</u>	50,650	23,400	23,106
Central, Departmental & Technical Support Services			
Central Salaries & Administration	8,900	6,350	6,316
Departmental Administrative Expenses	13,250	9,700	9,434
	<hr/>	<hr/>	<hr/>
<u>TO SUMMARY</u>	72,800	39,450	38,856
	<hr/>	<hr/>	<hr/>
Full Time Equivalent Number of Staff (including Support Service Staff)	0.86	0.64	
2 <u>SAFEGUARDING</u>			
Employees			
Salaries	-	12,800	12,181
Supplies & Services			
Safeguarding Children Board	-	1,500	1,500
	<hr/>	<hr/>	<hr/>
<u>Sub-total</u>	-	14,300	13,681
Central, Departmental & Technical Support Services			
Central Salaries & Administration	-	5,100	5,068
Departmental Administrative Expenses	-	4,450	4,350
	<hr/>	<hr/>	<hr/>
<u>TO SUMMARY</u>	-	23,850	23,099
	<hr/>	<hr/>	<hr/>
Full Time Equivalent Number of Staff (including Support Service Staff)	0.00	0.34	

CHIEF EXECUTIVE

	ORIGINAL ESTIMATE £	2022/23 REVISED ESTIMATE £	PROVISIONAL OUTTURN £
3 ELECTIONS			
(a) ELECTORAL REGISTRATION			
Employees			
Salaries	115,900	101,650	96,013
Supplies & Services			
Equipment & Materials - Purchases	1,000	1,000	756
Maintenance	750	400	395
Printing	5,000	6,000	5,855
Stationery	3,500	4,000	2,286
Reference Books & Publications	1,600	-	-
Electronic Elector Registration Responses	7,000	7,500	7,734
Postages	41,000	41,000	38,243
	<hr/>	<hr/>	<hr/>
	175,750	161,550	151,282
Less Income			
Sale of Registers	(3,000)	(3,000)	(3,225)
	<hr/>	<hr/>	<hr/>
<u>Sub-total</u>	172,750	158,550	148,057
Central, Departmental & Technical Support Services			
Central Salaries & Administration	14,000	15,300	15,154
Information Technology Expenses	26,050	34,650	32,284
Departmental Administrative Expenses	47,200	42,900	42,362
	<hr/>	<hr/>	<hr/>
	260,000	251,400	237,857
	<hr/>	<hr/>	<hr/>
Full Time Equivalent Number of Staff (including Support Service Staff)	3.29	3.02	

CHIEF EXECUTIVE

	ORIGINAL ESTIMATE £	2022/23 REVISED ESTIMATE £	PROVISIONAL OUTTURN £
(b) <u>CONDUCT OF ELECTIONS</u>			
Employees			
Salaries	51,900	40,250	37,992
Supplies & Services			
Equipment & Materials - Purchases	-	9,000	2,848 a)
Printing	-	1,000	9,302 a)
Stationery	-	4,000	2,381 a)
Postage	-	-	44,313 a)
	<hr/>	<hr/>	<hr/>
	51,900	54,250	96,836
Less Income			
Government Grant	-	(21,350)	(21,352)
Contributions from Other Bodies	-	-	(75)
	<hr/>	<hr/>	<hr/>
<u>Sub-total</u>	51,900	32,900	75,409
Central, Departmental & Technical Support Services			
Central Salaries & Administration	41,200	37,700	37,320
Information Technology Expenses	11,450	15,250	14,208
Departmental Administrative Expenses	21,150	16,950	16,762
	<hr/>	<hr/>	<hr/>
	125,700	102,800	143,699
	<hr/>	<hr/>	<hr/>
Full Time Equivalent Number of Staff (including Support Service Staff)	1.94	1.64	
 <u>ELECTIONS</u>			
<u>SUMMARY</u>			
(a) ELECTORAL REGISTRATION	260,000	251,400	237,857
(b) CONDUCT OF ELECTIONS	125,700	102,800	143,699
	<hr/>	<hr/>	<hr/>
<u>TO SUMMARY</u>	385,700	354,200	381,556
	<hr/>	<hr/>	<hr/>

- a) Costs attributable to Borough elections to be held in May 2023 are met from an earmarked reserve.

CHIEF EXECUTIVE

	ORIGINAL ESTIMATE £	2022/23 REVISED ESTIMATE £	PROVISIONAL OUTTURN £
4 GRANTS & PAYMENTS			
Supplies & Services			
Grants to Citizens Advice Bureaux	95,000	95,000	95,000
Grants to Other Charitable & Voluntary Org.	19,500	32,900	32,920
Household Support Grants	-	566,200	479,696 a)
Coats for Kids / Boiler Scheme	-	43,750	42,631
Tonbridge Historic Society Accommodation	2,000	2,000	2,000
	<hr/>	<hr/>	<hr/>
	116,500	739,850	652,247
Less Income			
Contributions from Other Bodies	-	(632,950)	(546,767) a)
	<hr/>	<hr/>	<hr/>
<u>Sub-total</u>	116,500	106,900	105,480
Central, Departmental and Technical Support Services			
Central Salaries & Administration	5,850	18,250	17,913
Information Technology Expenses	-	-	21
	<hr/>	<hr/>	<hr/>
<u>TO SUMMARY</u>	122,350	125,150	123,414
	<hr/>	<hr/>	<hr/>
Full Time Equivalent Number of Staff (including Support Service Staff)	0.08	0.30	
5 CLIMATE CHANGE			
Employees			
Salaries	61,600	53,500	51,877
Supplies & Services			
Initiatives	31,000	10,000	3,939
	<hr/>	<hr/>	<hr/>
<u>Sub-total</u>	92,600	63,500	55,816
Central, Departmental and Technical Support Services			
Central Salaries & Administration	9,750	7,200	7,173
Information Technology Expenses	-	-	3
Departmental Administrative Expenses	22,450	20,350	19,876
	<hr/>	<hr/>	<hr/>
<u>TO SUMMARY</u>	124,800	91,050	82,868
	<hr/>	<hr/>	<hr/>
Full Time Equivalent Number of Staff (including Support Service Staff)	1.43	1.32	

a) Additional allocation of Household Support Funding from Kent County Council to be used as funding for energy rebate grants, now included within Council Tax Support budget (see page FT 4).

CHIEF EXECUTIVE

	ORIGINAL ESTIMATE £	2022/23 REVISED ESTIMATE £	PROVISIONAL OUTTURN £
6 <u>ECONOMIC DEVELOPMENT & REGENERATION</u>			
Employees			
Salaries	96,650	41,200	38,919
Supplies & Services			
Economic Development Expenses	3,250	8,400	8,284
Business Growth Programme	10,000	10,000	10,000
Economic Development & Reg'n Initiatives	286,050	265,000	162,352 a)
Re-opening High Streets Safely / Welcome Back Fund	-	850	1 b)
Visit Kent	4,000	4,200	4,200
	<hr/>	<hr/>	<hr/>
	399,950	329,650	223,756
Less Income			
Government Grant - Covid 19 Welcome Back Funding	-	3,450	3,429
	<hr/>	<hr/>	<hr/>
<u>Sub-total</u>	399,950	333,100	227,185
Central, Departmental & Technical Support Services			
Central Salaries & Administration	4,700	4,800	4,739
Information Technology Expenses	150	200	208
Departmental Administrative Expenses	32,250	14,500	14,285
	<hr/>	<hr/>	<hr/>
<u>TO SUMMARY</u>	437,050	352,600	246,417
	<hr/>	<hr/>	<hr/>
Full Time Equivalent Number of Staff (including Support Service Staff)	2.02	0.99	

a) Expenditure in support of economic development and regeneration initiatives in year lower than anticipated. Costs met from an earmarked reserve(s).

b) Reflects reversal of a prior year provision.

CHIEF EXECUTIVE

7 UK SHARED PROSPERITY FUND

Employees

Salaries

ORIGINAL ESTIMATE £	2022/23 REVISED ESTIMATE £	PROVISIONAL OUTTURN £
-	49,300	46,966
Supplies & Services		
Initiatives		
-	88,000	76,587 a)
Capital Grants & Contributions (RECS)		
-	25,000	9,800 a)
<hr/>		
-	162,300	133,353
Less Income		
Government Grant		
-	(74,000)	(64,497) a)
Capital Grants Received (RECS)		
-	(25,000)	(9,800) a)
<hr/>		
-	63,300	59,056
<u>Sub-total</u>		
-	63,300	59,056
Central, Departmental & Technical Support Services		
Central Salaries & Administration		
-	1,550	1,530
Departmental Administrative Expenses		
-	17,300	17,009
<hr/>		
-	82,150	77,595
<u>TO SUMMARY</u>		
-	82,150	77,595
<hr/>		
Full Time Equivalent Number of Staff (including Support Service Staff)	0.00	1.11

Supplies & Services

Initiatives

Capital Grants & Contributions (RECS)

Less Income

Government Grant

Capital Grants Received (RECS)

Sub-total

Central, Departmental & Technical Support Services

Central Salaries & Administration

Departmental Administrative Expenses

TO SUMMARY

Full Time Equivalent Number of Staff
(including Support Service Staff)

- a) Projects / initiatives together with the associated grant funding have been re-profiled to 2023/24.

CHIEF EXECUTIVE

8 REFUGEE ASSISTANCE

Employees

Salaries

ORIGINAL ESTIMATE £	2022/23 REVISED ESTIMATE £	PROVISIONAL OUTTURN £
-	77,950	75,465
Supplies & Services		
Temporary Accommodation		
-	11,700	8,350 a)
Other Expenses		
-	60,000	5,510 a)
<hr/>	<hr/>	<hr/>
-	149,650	89,325
Less Income		
Customer & Client Receipts		
-	(5,500)	(1,722) a)
Contributions from Other Bodies		
-	(183,450)	(126,122) a)
<hr/>	<hr/>	<hr/>
-	(39,300)	(38,519)
<u>Sub-total</u>		
<hr/>	<hr/>	<hr/>
-	(39,300)	(38,519)
Central, Departmental & Technical Support Services		
Central Salaries & Administration		
-	19,400	19,325
Departmental Administrative Expenses		
-	30,350	29,708
<hr/>	<hr/>	<hr/>
-	10,450	10,514
<u>TO SUMMARY</u>		
<hr/>	<hr/>	<hr/>
-	10,450	10,514
Full Time Equivalent Number of Staff (including Support Service Staff)		
0.00	1.96	

Supplies & Services

Temporary Accommodation

Other Expenses

Less Income

Customer & Client Receipts

Contributions from Other Bodies

Sub-total

Central, Departmental & Technical Support Services

Central Salaries & Administration

Departmental Administrative Expenses

TO SUMMARY

Full Time Equivalent Number of Staff
(including Support Service Staff)

- a) The balance of grant funding received from Kent County Council in respect of the Homes for Ukraine scheme, has been rolled forward to provide ongoing support in 2023/24.

DIRECTOR OF CENTRAL SERVICES

SUMMARY

	ORIGINAL ESTIMATE	2022/23 REVISED ESTIMATE	PROVISIONAL OUTTURN
	£	£	£
1 TONBRIDGE CASTLE GATEHOUSE	39,000	89,350	33,412
2 COMMUNITY SAFETY	174,050	156,450	144,916
3 MEDIA & COMMUNICATIONS	247,650	269,750	265,390
4 LOCAL LAND CHARGES	(25,000)	11,200	34,770
5 INDUSTRIAL ESTATE	(71,200)	(70,700)	(70,832)
6 COMMERCIAL PROPERTY	(169,000)	106,950	(160,237)
7 VALE RISE DEPOT	-	-	-
8 LAND REVIEW	78,250	131,100	143,608
9 LICENCES	71,900	95,500	72,579
	345,650	789,600	463,606
Full Time Equivalent Number of Staff (including Support Service Staff)	20.66	22.06	

DIRECTOR OF CENTRAL SERVICES

	ORIGINAL ESTIMATE £	2022/23 REVISED ESTIMATE £	PROVISIONAL OUTTURN £
1 <u>TONBRIDGE CASTLE GATEHOUSE</u>			
Employees			
Salaries	11,050	11,500	11,328
Premises Related Expenses			
Building Repairs Expenditure	5,350	57,400	31,240 a)
Rates	250	250	248
Premises Insurance	14,600	9,350	9,342
Supplies & Services			
Purchases - Equipment & Materials	1,000	1,000	845
Purchases - Exhibits	2,000	2,000	1,159
Maintenance - General	4,500	4,500	2,379
Leasing Charges	-	5,800	- b)
Streamline Service	800	800	-
Marketing	7,000	7,000	7,144
Subscriptions	250	250	227
	<hr/>	<hr/>	<hr/>
	46,800	99,850	63,912
Less Income			
Fees & Charges			
Weddings / Hire of Gatehouse	(3,000)	(3,000)	(4,541)
Commission	(750)	(600)	(282)
Tonbridge Castle Attraction	(25,000)	(30,000)	(43,422) c)
Profit / Loss on Stock Sales	(3,500)	(5,000)	(9,635)
	<hr/>	<hr/>	<hr/>
	(32,250)	(38,600)	(57,880)
	<hr/>	<hr/>	<hr/>
<u>Sub-total</u>	14,550	61,250	6,032
Central, Departmental & Technical Support Services			
Central Salaries & Administration	17,100	20,150	19,723
Information Technology Expenses	950	1,250	1,158
Departmental Administrative Expenses	6,200	6,550	6,358
Depreciation & Impairment			
Non-Current Asset Depreciation	200	150	141
	<hr/>	<hr/>	<hr/>
<u>TO SUMMARY</u>	39,000	89,350	33,412
	<hr/>	<hr/>	<hr/>
Full Time Equivalent Number of Staff (including Support Service Staff)	0.69	0.74	

- a) Renewal of lighting in the Great Hall deferred to 2023/24.
- b) Switch to replacement audio tour devices has been delayed.
- c) Castle attraction did better than anticipated.

DIRECTOR OF CENTRAL SERVICES

	ORIGINAL ESTIMATE £	2022/23 REVISED ESTIMATE £	PROVISIONAL OUTTURN £
2 <u>COMMUNITY SAFETY</u>			
Employees			
Salaries	103,450	139,100	139,123
Supplies & Services			
Community Safety Initiatives	14,100	24,100	15,659 a)
	<hr/>	<hr/>	<hr/>
	117,550	163,200	154,782
Less Income			
Government Grant	(9,600)	(34,250)	(34,271)
Anti Social Behaviour Fixed Penalty Notice	-	-	(50)
Contributions from Other Bodies	-	(33,350)	(33,527)
	<hr/>	<hr/>	<hr/>
<u>Sub-total</u>	107,950	95,600	86,934
Central, Departmental & Technical Support Services			
Central Salaries & Administration	17,700	6,300	6,170
Information Technology Expenses	-	50	28
Departmental Administrative Expenses	48,400	54,500	51,784
	<hr/>	<hr/>	<hr/>
<u>TO SUMMARY</u>	174,050	156,450	144,916
	<hr/>	<hr/>	<hr/>
Full Time Equivalent Number of Staff (including Support Service Staff)	3.08	3.82	
3 <u>MEDIA & COMMUNICATIONS</u>			
Employees			
Salaries	163,150	175,000	174,574
Supplies & Services			
Media & Communications	7,000	7,000	6,047
	<hr/>	<hr/>	<hr/>
<u>Sub-total</u>	170,150	182,000	180,621
Central, Departmental & Technical Support Services			
Central Salaries & Administration	7,850	8,750	8,698
Information Technology Expenses	3,800	5,050	4,711
Departmental Administrative Expenses	65,850	73,950	71,360
	<hr/>	<hr/>	<hr/>
<u>TO SUMMARY</u>	247,650	269,750	265,390
	<hr/>	<hr/>	<hr/>
Full Time Equivalent Number of Staff (including Support Service Staff)	4.19	4.83	

- a) The budget for Domestic Abuse Coordinator led initiatives was not fully utilised. The balance of the grant allocations have been transferred to an earmarked reserve for use in future years.

DIRECTOR OF CENTRAL SERVICES

	ORIGINAL ESTIMATE £	2022/23 REVISED ESTIMATE £	PROVISIONAL OUTTURN £
4 LOCAL LAND CHARGES			
Employees			
Salaries	121,000	129,000	126,592
Supplies & Services			
Insurance	1,950	2,150	2,173
Kent Highways	7,000	6,000	6,332
	<hr/>	<hr/>	<hr/>
	129,950	137,150	135,097
	<hr/>	<hr/>	<hr/>
Less Income			
Fees & Charges	(250,000)	(230,000)	(200,429) a)
	<hr/>	<hr/>	<hr/>
	(250,000)	(230,000)	(200,429)
	<hr/>	<hr/>	<hr/>
<u>Sub-total</u>	(120,050)	(92,850)	(65,332)
Central, Departmental & Technical Support Services			
Central Salaries & Administration	19,350	20,900	20,429
Information Technology Expenses	21,350	28,450	26,473
Departmental Administrative Expenses	54,350	54,700	53,200
	<hr/>	<hr/>	<hr/>
<u>TO SUMMARY</u>	(25,000)	11,200	34,770
	<hr/>	<hr/>	<hr/>
Full Time Equivalent Number of Staff (including Support Service Staff)	3.86	3.83	

Memorandum

Surplus from above	(25,000)	11,200	34,770
Share of:			
Democratic Administration	20,300	20,450	19,624
Corporate Management	8,750	8,800	8,805
Non Distributed Costs	24,150	23,650	23,076
	<hr/>	<hr/>	<hr/>
Deficit (Surplus) for Trading Purposes	28,200	64,100	86,275

a) Reflects current market demand for property searches.

DIRECTOR OF CENTRAL SERVICES

	ORIGINAL ESTIMATE £	2022/23 REVISED ESTIMATE £	PROVISIONAL OUTTURN £
5 <u>INDUSTRIAL ESTATE</u>			
Employees			
Salaries	1,250	1,400	1,280
	<hr/>	<hr/>	<hr/>
	1,250	1,400	1,280
Less Income			
Rents	(75,950)	(75,950)	(75,955)
	<hr/>	<hr/>	<hr/>
<u>Sub-total</u>	(74,700)	(74,550)	(74,675)
Central, Departmental and Technical Support Services			
Central Salaries & Administration	2,550	2,550	2,559
Information Technology Expenses	50	50	61
Departmental Administrative Expenses	900	1,250	1,223
	<hr/>	<hr/>	<hr/>
<u>TO SUMMARY</u>	(71,200)	(70,700)	(70,832)
	<hr/>	<hr/>	<hr/>
Full Time Equivalent Number of Staff (including Support Service Staff)	0.08	0.08	

DIRECTOR OF CENTRAL SERVICES

	ORIGINAL ESTIMATE £	2022/23 REVISED ESTIMATE £	PROVISIONAL OUTTURN £
6 COMMERCIAL PROPERTY			
Employees			
Salaries	4,450	4,750	4,547
Premises Related Expenses			
Insurance	600	500	484
Rates	1,000	4,950	4,928
Repairs Expenditure	87,100	368,800	97,061 a)
	<hr/>	<hr/>	<hr/>
	93,150	379,000	107,020
	<hr/>	<hr/>	<hr/>
Less Income			
Rents - Land	(5,500)	(8,100)	(9,438)
- Shops & Maisonettes	(240,050)	(250,200)	(243,380) b)
- Offices	(35,000)	(35,000)	(35,000)
	<hr/>	<hr/>	<hr/>
	(280,550)	(293,300)	(287,818)
	<hr/>	<hr/>	<hr/>
<u>Sub-total</u>	(187,400)	85,700	(180,798)
Central, Departmental and Technical Support Services			
Central Salaries & Administration	13,900	14,650	14,134
Information Technology Expenses	350	450	430
Departmental Administrative Expenses	3,500	5,500	5,330
Depreciation & Impairment			
Non-Current Asset Depreciation	650	650	667
	<hr/>	<hr/>	<hr/>
<u>TO SUMMARY</u>	(169,000)	106,950	(160,237)
	<hr/>	<hr/>	<hr/>
Full Time Equivalent Number of Staff (including Support Service Staff)	0.29	0.33	

a) Contribution towards repairs to the walkway at Martin Square and Twisden Road under the terms of the lease agreement with Clarion Homes deferred to 2023/24.

b) Reflects vacant units in year including 29 Martin Square and 16A Chapman Way, East Malling.

DIRECTOR OF CENTRAL SERVICES

	ORIGINAL ESTIMATE £	2022/23 REVISED ESTIMATE £	PROVISIONAL OUTTURN £
7 VALE RISE DEPOT			
Employees			
Salaries	4,700	4,850	4,848
Premises Related Expenses			
Electricity	-	-	3,333 a)
Premises Insurance	200	100	121
Rates	14,400	14,350	14,346
Repairs Expenditure	2,000	2,000	3,270
	<hr/>	<hr/>	<hr/>
	21,300	21,300	25,918
Less Recharges to Other Services	(36,700)	(36,650)	(41,181)
	<hr/>	<hr/>	<hr/>
Sub-total	(15,400)	(15,350)	(15,263)
Central, Departmental and Technical Support Services			
Central Salaries & Administration	800	800	801
Departmental Administrative Expenses	2,150	2,350	2,257
Depreciation & Impairment			
Non-Current Asset Depreciation	12,450	12,200	12,205
	<hr/>	<hr/>	<hr/>
<u>TO SUMMARY</u>	-	-	-
	<hr/>	<hr/>	<hr/>
Full Time Equivalent Number of Staff (including Support Service Staff)	0.11	0.12	

- a) Backdated electricity costs from period when previous waste collection contractor occupied Vale Rise Depot.

DIRECTOR OF CENTRAL SERVICES

	ORIGINAL ESTIMATE £	2022/23 REVISED ESTIMATE £	PROVISIONAL OUTTURN £
8 LAND REVIEW			
Employees			
Salaries	34,300	30,850	28,903
Premises Related Expenses			
Depot	2,000	1,950	1,904
Estate Management	1,000	6,000	10,345 a)
Insurance	200	500	532
Repairs Expenditure	14,600	14,600	8,699 b)
Supplies & Services			
Professional Fees	5,000	5,000	40,594 c)
Asset Review	-	50,000	37,681 d)
	<hr/>	<hr/>	<hr/>
	57,100	108,900	128,658
	<hr/>	<hr/>	<hr/>
Less Income			
Fees & Charges - General	(1,000)	(5,000)	(1,386)
Castle Lodge Rent	(7,000)	(7,000)	(7,000)
Wayleaves	(500)	(500)	(413)
Contributions from Other Bodies	-	-	(10,000) e)
	<hr/>	<hr/>	<hr/>
	(8,500)	(12,500)	(18,799)
	<hr/>	<hr/>	<hr/>
<u>Sub-total</u>	48,600	96,400	109,859
Central, Departmental and Technical Support Services			
Central Salaries & Administration	2,650	2,650	2,644
Information Technology Expenses	150	200	202
Departmental Administrative Expenses	26,850	31,850	30,903
	<hr/>	<hr/>	<hr/>
<u>TO SUMMARY</u>	78,250	131,100	143,608
	<hr/>	<hr/>	<hr/>
Full Time Equivalent Number of Staff (including Support Service Staff)	0.97	1.01	

- a) Costs in respect of public conveniences closed at the end of March 2021 whilst awaiting the next step, e.g. disposal, alternative use.
- b) Reduced requirement for maintenance work on Community Areas.
- c) Reflects asset and insurance valuations carried out externally.
- d) Professional fees and survey costs to take forward the Gibson East Refurbishment project funded from an earmarked reserve.
- e) Reimbursement of fees incurred for providing advice regarding the former Beales store in Tonbridge.

DIRECTOR OF CENTRAL SERVICES

9 LICENCES

(a) FEE PAYING

Employees

Salaries	243,800	240,150	234,319
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Premises Related Expenses

Rents	100	100	80
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Supplies & Services

Purchases - Equipment & Materials	7,000	7,000	10,564
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Professional Fees	15,000	10,000	6,863
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Advertising	200	350	375
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266,100

257,600

252,201

Less Income

Licence Fees

Animal Licensing	-	(7,450)	-
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Animal Boarding Establishments	(6,800)	-	(9,492)
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Dog Breeding	(3,650)	-	-
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Selling Animals as Pets	(2,500)	-	(3,030)
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Hackney Carriages & Private Hire	(225,000)	(210,000)	(206,646)
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Hiring Out Horses	(3,000)	-	(2,125)
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Alcohol & Entertainment - Premises	(93,000)	(94,750)	(96,627)
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Acupuncture / Tattooing / Ear Piercing	(1,750)	(1,750)	(2,690)
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Pleasure Boats & Boatmen	(350)	(550)	(530)
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Pavement Licences	(300)	(300)	(200)
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Alcohol & Entertainment - Personal	(2,500)	(2,500)	(2,272)
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Sex Establishments/Sexual Entertainment	(600)	(2,000)	(2,000)
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Dangerous Wild Animals	(800)	(300)	(315)
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Gambling	(7,000)	(6,950)	(7,080)
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Scrap Metal Dealers	(550)	(2,200)	(1,378)
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Zoo Licences	(1,000)	-	-
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Investigations: New Animal Licences	(14,000)	-	-
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Contributions from Other Bodies

Government Grant	-	(4,450)	(9,992) a)
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(362,800)

(333,200)

(344,377)

Sub-total

(96,700)

(75,600)

(92,176)

Central, Departmental & Technical Support Services

Central Salaries & Administration	15,250	15,600	15,443
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Information Technology Expenses	7,400	9,850	9,153
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Departmental Administrative Expenses	98,800	98,650	94,709
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24,750

48,500

27,129

Full Time Equivalent Number of Staff
(including Support Service Staff)

6.57

6.49

DIRECTOR OF CENTRAL SERVICES

	ORIGINAL ESTIMATE £	2022/23 REVISED ESTIMATE £	PROVISIONAL OUTTURN £
(b) <u>NON FEE PAYING</u>			
Employees			
Salaries	31,750	31,400	30,355
Central, Departmental & Technical Support Services			
Central Salaries & Administration	2,150	2,250	2,223
Information Technology Expenses	-	-	4
Departmental Administrative Expenses	13,250	13,350	12,868
	47,150	47,000	45,450
Full Time Equivalent Number of Staff (including Support Service Staff)	0.82	0.81	
<u>LICENCES</u>			
<u>SUMMARY</u>			
(a) FEE PAYING	24,750	48,500	27,129
(b) NON FEE PAYING	47,150	47,000	45,450
	71,900	95,500	72,579
<u>TO SUMMARY</u>			

LICENCES - FEE PAYING / NON FEE PAYING

- a) New Burdens Grant received following introduction of new licence checks (taxis and scrap metal licences).

DIRECTOR OF FINANCE & TRANSFORMATION

SUMMARY

	ORIGINAL ESTIMATE £	2022/23 REVISED ESTIMATE £	PROVISIONAL OUTTURN £
1 HOUSING BENEFITS	387,350	176,800	234,091
2 LOCAL REVENUE & NNDR COLLECTION	611,550	493,700	340,163
3 COUNCIL TAX SUPPORT	155,550	138,600	17,808
4 TREASURY MANAGEMENT & BANKING	(261,300)	(778,300)	(1,546,194)
5 DRAINAGE BOARDS SPECIAL LEVIES	461,300	461,300	461,365
6 LIASION, SUPPORT & ADVICE	90,000	95,300	94,742
7 STREET NAMING & NUMBERING	50	11,950	11,491
	<hr/>	<hr/>	<hr/>
ANNUAL ESTIMATES	1,444,500	599,350	(386,534)
8 CONTRIBUTIONS TO PROVISIONS	5,000	-	303
9 ITEMS FUNDED FROM RESERVES	-	2,500	2,854
	<hr/>	<hr/>	<hr/>
	1,449,500	601,850	(383,377)
	<hr/>	<hr/>	<hr/>
Full Time Equivalent Number of Staff (including Support Service Staff)	36.56	34.48	

DIRECTOR OF FINANCE & TRANSFORMATION

	ORIGINAL ESTIMATE £	2022/23 REVISED ESTIMATE £	PROVISIONAL OUTTURN £
1 HOUSING BENEFITS			
Employees			
Salaries	201,900	217,350	217,904
Supplies & Services			
Stationery	200	200	133
Reference Books & Publications	1,200	1,350	-
Legal Fees	200	-	-
Bailiffs Commission	200	-	-
Audit Fee	17,000	18,400	12,100 a)
Postages	3,000	3,000	1,386
Subscriptions	450	450	1,563
Compensation Scheme	100	100	-
Other Expenses	-	12,800	35,422 b)
Standard Self Isolation Payments	-	1,500	1,500
Discretionary Self Isolation Payments	-	1,500	1,500
Housing Benefits			
Rent Allowances	23,845,500	22,795,000	23,062,496 c)
Non HRA Rent Rebates	900,000	850,000	828,414 c)
Local Scheme	66,500	66,500	16,109 c)
Discretionary Housing Payments	200,000	269,750	152,392 c)
Overpayments	(225,000)	(560,000)	(558,954) c)
Contribution to Bad Debt Provision	-	360,000	125,984 c)
	<hr/>	<hr/>	<hr/>
	25,011,250	24,037,900	23,897,949
	<hr/>	<hr/>	<hr/>
Less Income			
Government Grant	-	(77,200)	(86,586) d)
Government Grant - Covid 19			
Standard Self Isolation Payments	-	(2,000)	(2,000)
Discretionary Self Isolation Payments	-	(1,500)	(1,500)
New Burdens Grant	-	(122,300)	(122,277)
Government Grant - Energy Rebate Scheme	-	(111,050)	-
Rent Allowance Subsidy	(23,740,000)	(22,720,000)	(22,692,012) c)
Non HRA Rent Rebate Subsidy	(746,000)	(730,000)	(668,935) c)
Local Scheme Subsidy	(45,000)	(46,900)	(12,082) c)
Discretionary Housing Payment Contribution	(200,000)	(158,700)	(152,392) c)
Administration Grant	(185,250)	(185,250)	(189,939)
Contributions from Other Bodies	-	-	(20,000) f)
	<hr/>	<hr/>	<hr/>
	(24,916,250)	(24,154,900)	(23,947,723)
	<hr/>	<hr/>	<hr/>
<u>Sub-total</u>	95,000	(117,000)	(49,774)
Central, Departmental & Technical Support Services			
Central Salaries & Administration	115,800	116,000	116,068
Information Technology Expenses	46,050	61,300	57,087
Departmental Administrative Expenses	130,500	116,500	110,710
	<hr/>	<hr/>	<hr/>
<u>TO SUMMARY</u>	387,350	176,800	234,091
	<hr/>	<hr/>	<hr/>
Full Time Equivalent Number of Staff (including Support Service Staff)	9.25	8.94	

DIRECTOR OF FINANCE & TRANSFORMATION

HOUSING BENEFITS

- a) Includes adjustment in respect of a prior year provision.
- b) Upgrades to the Revenues & Benefits IT system (£15,420) funded by government grant and Policy in Practice software (£20,000) funded from a contribution from Kent County Council - see notes d) and f).
- c) Revised estimates reflect current levels of benefit payments and subsidy due, together with a reassessment of the bad debts provision on overpayments, having regard to the age and size of the debt and level of write-offs. Overall the budget is £86,420 more than the 2022/23 revised estimate.
- d) Grants awarded to assist with the administrative costs of implementing welfare reform and other changes. £15,420 has been used on upgrades to the IT system - see note b). The balance is transferred to an earmarked reserve for use on transformation initiatives.
- e) Additional allocation of Household Support Funding from Kent County Council used as substitute funding for energy rebate grants enabling Government funding to be allocated to Discretionary Housing Payment fund and rolled into next year.
- f) Contribution from Kent County Council towards Policy in Practice software - see note b).

DIRECTOR OF FINANCE & TRANSFORMATION

	ORIGINAL ESTIMATE £	2022/23 REVISED ESTIMATE £	PROVISIONAL OUTTURN £
2 LOCAL REVENUE & NNDR COLLECTION			
Employees			
Salaries	410,650	382,700	384,281
Supplies & Services			
Equipment, Furniture & Materials - Purchases	500	500	-
Direct Debit / Bank Charges	2,500	2,500	1,413
Court Fees	3,000	3,000	1,532
Debt Recovery Fees	10,000	5,000	(7,928) a)
Other Expenses	24,750	41,400	52,675 b)
Stationery	4,800	4,800	5,010
Reference Books & Publications	400	400	423
Bar Code Payment Charges	2,800	2,800	2,094
Tracing Services	14,000	14,400	8,905 c)
Advertising	400	400	171
Postages	50,500	55,500	67,558 d)
Compensation Scheme	100	100	-
	<hr/>	<hr/>	<hr/>
	524,400	513,500	516,134
	<hr/>	<hr/>	<hr/>
Less Income			
Government Grant			
- Allowances for Cost of NNDR Collection	(156,400)	(153,200)	(155,063)
- Other	-	(19,750)	(67,395) e)
Government Grant - Covid 19			
- New Burdens Grant	-	(12,400)	(43,660) f)
Summons Costs Recovered	(250,000)	(300,000)	(351,565) g)
Civil Penalty	(3,000)	(3,000)	(2,870)
Contributions from Other Bodies	(18,100)	(20,000)	(24,081)
	<hr/>	<hr/>	<hr/>
	(427,500)	(508,350)	(644,634)
	<hr/>	<hr/>	<hr/>
<u>Sub-total</u>	96,900	5,150	(128,500)
Central, Departmental & Technical Support Services			
Central Salaries & Administration	146,350	148,900	148,535
Information Technology Expenses	95,500	127,100	118,355 h)
Departmental Administrative Expenses	272,800	212,550	201,773 i)
	<hr/>	<hr/>	<hr/>
<u>TO SUMMARY</u>	611,550	493,700	340,163
	<hr/>	<hr/>	<hr/>
Full Time Equivalent Number of Staff (including Support Service Staff)	16.63	14.41	

DIRECTOR OF FINANCE & TRANSFORMATION

LOCAL REVENUE & NNDR COLLECTION

- a) Fees from historical bankruptcy/charging order claims recovered by Greenhalgh Kerr.
- b) Includes purchase of a software design tool funded from an earmarked reserve.
- c) Amount offset by over provision in prior years.
- d) More Council Tax documents were issued together with an increase in postage prices.
- e) Additional New Burdens Grant received for NNDR relief grants in 2022/23.
- f) Additional New Burdens Grant received for administering the various Business Grant and Energy Grant schemes.
- g) Recovery of historical summons costs combined with current year costs due to increased action taken since the end of Covid restrictions.
- h) Reflects management savings within IT services together with a reduction in attributable non-current asset depreciation (see page CS 9).
- i) Partly attributable to reduced office accommodation costs (see page CS 3) and lower level of service expenditure charged to the Revenues and Benefits section.

DIRECTOR OF FINANCE & TRANSFORMATION

	ORIGINAL ESTIMATE £	2022/23 REVISED ESTIMATE £	PROVISIONAL OUTTURN £
3 <u>COUNCIL TAX SUPPORT</u>			
Employees			
Salaries	218,650	254,650	255,682
Supplies & Services			
Printing & Stationery	-	1,650	1,635
Postages	200	4,000	4,026
Council Tax Support Scheme	-	4,500	5,195
LCTS Grant (Discretionary) via KCC	-	14,950	-
Energy Rebate Scheme (Main)	-	4,993,350	4,993,350
Energy Rebate Scheme (Discretionary)	-	154,050	259,106
Energy Bill Support Scheme Alternative Funding	-	-	39,600
Alternative Fuel Payment Alternative Fund	-	-	4,600
Transfer Payments			
Benefits	-	(750)	(6,344)
	<hr/>	<hr/>	<hr/>
	218,850	5,426,400	5,556,850
	<hr/>	<hr/>	<hr/>
Less Income			
Government Grant			
Administration			
- Dept. for Work and Pensions	(70,350)	(70,350)	(65,675)
- Dept. for Levelling Up, Housing and Communities	(93,000)	(117,200)	(117,195)
LCTS Grant via KCC	-	(14,950)	-
Government Grant - Energy Rebate Scheme			
Energy Rebate Grant	-	(5,147,400)	(5,296,656)
New Burdens Grant	-	(55,650)	(165,414)
Contributions from Other Bodies	(136,700)	(136,700)	(137,859)
	<hr/>	<hr/>	<hr/>
	(300,050)	(5,542,250)	(5,782,799)
	<hr/>	<hr/>	<hr/>
<u>Sub-total</u>	(81,200)	(115,850)	(225,949)
Central, Departmental & Technical Support Services			
Central Salaries & Administration	53,850	62,850	62,817
Information Technology Expenses	37,650	50,150	46,690
Departmental Administrative Expenses	145,250	141,450	134,250
	<hr/>	<hr/>	<hr/>
<u>TO SUMMARY</u>	155,550	138,600	17,808
	<hr/>	<hr/>	<hr/>
Full Time Equivalent Number of Staff (including Support Service Staff)	7.97	8.41	

DIRECTOR OF FINANCE & TRANSFORMATION

COUNCIL TAX SUPPORT

- a) Balance of prior year support for low income households funded via Kent County Council rolled forward to 2023/24.
- b) Payments made under the Council Tax Energy Rebate Schemes and associated grant.
- c) Additional New Burdens Grant received for administering the Council Tax Energy Rebate Schemes.

DIRECTOR OF FINANCE & TRANSFORMATION

	ORIGINAL ESTIMATE £	2022/23 REVISED ESTIMATE £	PROVISIONAL OUTTURN £
4 <u>TREASURY MANAGEMENT & BANKING ARRANGEMENTS</u>			
Employees			
Salaries	31,950	31,850	31,868
Supplies & Services			
Treasury Advisor & Dealing Fees	11,000	11,000	17,337
Credit / Debit Card Charges	42,000	46,000	51,083
Bank Charges	21,350	20,000	17,984
Transfers in Lieu of Interest	1,200	35,000	70,794 a)
	<hr/>	<hr/>	<hr/>
	107,500	143,850	189,066
	<hr/>	<hr/>	<hr/>
Less Income			
Interest on:			
Cash Flow Investments	(10,850)	(218,000)	(741,297) b)
Core Cash Investments	(57,000)	(410,900)	(676,831) b)
Property Fund Investments	(172,000)	(170,000)	(172,216)
Multi Asset Income Fund Investments	(157,250)	(153,000)	(174,311) c)
	<hr/>	<hr/>	<hr/>
	(397,100)	(951,900)	(1,764,655)
	<hr/>	<hr/>	<hr/>
<u>Sub-total</u>	(289,600)	(808,050)	(1,575,589)
Central, Departmental & Technical Support Services			
Central Salaries & Administration	10,850	11,500	11,460
Information Technology Expenses	650	900	854
Departmental Administrative Expenses	16,800	17,350	17,081
	<hr/>	<hr/>	<hr/>
<u>TO SUMMARY</u>	(261,300)	(778,300)	(1,546,194)
	<hr/>	<hr/>	<hr/>
Full Time Equivalent Number of Staff (including Support Service Staff)	0.91	0.90	

- a) Reflects receipt of new developer contributions, the impact of interest rate rises, and timing of when contributions are released / paid out.
- b) Improvement in Money Market Fund returns following quick succession of interest rate rises, and ability to react swiftly to secure investments offered above the Bank of England Base Rate.
- c) The Multi-Asset Diversified Income Funds performed better than anticipated following uncertainty in the Marketplace.

DIRECTOR OF FINANCE & TRANSFORMATION

	ORIGINAL ESTIMATE £	2022/23 REVISED ESTIMATE £	PROVISIONAL OUTTURN £
5 <u>DRAINAGE BOARDS SPECIAL LEVIES</u>			
Payments to Drainage Boards	461,000	461,000	461,067
Central, Departmental & Technical Support Services			
Central Salaries & Administration	300	300	298
	<hr/>	<hr/>	<hr/>
<u>TO SUMMARY</u>	461,300	461,300	461,365
	<hr/>	<hr/>	<hr/>
Full Time Equivalent Number of Staff (including Support Service Staff)	0.00	0.00	
6 <u>LIAISON, SUPPORT & ADVICE</u>			
Employees			
Salaries	45,000	49,600	49,892
Central, Departmental & Technical Support Services			
Central Salaries & Administration	28,800	29,450	29,203
Information Technology Expenses	-	-	4
Departmental Administrative Expenses	16,200	16,250	15,643
	<hr/>	<hr/>	<hr/>
<u>TO SUMMARY</u>	90,000	95,300	94,742
	<hr/>	<hr/>	<hr/>
Full Time Equivalent Number of Staff (including Support Service Staff)	1.22	1.24	
7 <u>STREET NAMING & NUMBERING</u>			
Income			
Street / House Naming & Numbering	(36,750)	(36,750)	(33,931)
Central, Departmental & Technical Support Services			
Central Salaries & Administration	750	750	760
Information Technology Expenses	36,050	47,950	44,662
	<hr/>	<hr/>	<hr/>
<u>TO SUMMARY</u>	50	11,950	11,491
	<hr/>	<hr/>	<hr/>
Full Time Equivalent Number of Staff (including Support Service Staff)	0.58	0.58	

DIRECTOR OF FINANCE & TRANSFORMATION

	ORIGINAL ESTIMATE £	2022/23 REVISED ESTIMATE £	PROVISIONAL OUTTURN £
8 <u>CONTRIBUTIONS TO PROVISIONS</u>			
General Bad Debts Provision	5,000	-	303
	<hr/>	<hr/>	<hr/>
<u>TO SUMMARY</u>	5,000	-	303
	<hr/>	<hr/>	<hr/>
9 <u>ITEMS FUNDED FROM RESERVES</u>			
Aldermen / Freedom Ceremonies / Other	-	2,500	2,854
	<hr/>	<hr/>	<hr/>
<u>TO SUMMARY</u>	-	2,500	2,854
	<hr/>	<hr/>	<hr/>

DIRECTOR OF PLANNING, HOUSING AND ENVIRONMENTAL HEALTH

SUMMARY

	ORIGINAL ESTIMATE £	2022/23 REVISED ESTIMATE £	PROVISIONAL OUTTURN £
1. DEVELOPMENT MANAGEMENT	788,850	1,262,950	1,066,239
2. CONSERVATION	72,650	104,250	103,634
3. BUILDING CONTROL	26,900	36,450	71,781
4. PLANNING POLICY	1,314,050	1,168,300	917,253
5. HOUSING STRATEGY & ENABLING ROLE	264,600	381,450	354,529
6. HOMELESSNESS	1,206,550	1,075,350	1,115,983
7. HOUSING ADVICE & PREVENTION	180,550	239,700	234,239
8. HOME SAFETY	4,050	3,850	3,713
9. PRIVATE SECTOR HOUSING RENEWAL	297,650	292,150	234,281
10. PRIVATE SECTOR HOUSING STANDARDS	95,600	96,200	92,633
11. PUBLIC HEALTH ACT 1984	7,900	7,750	5,910
12. ENVIRONMENTAL PROTECTION ACT - PART 1	34,600	34,600	33,954
13. ENVIRONMENTAL PROTECTION	339,200	316,350	318,220
14. FOOD & SAFETY	379,700	343,450	331,113
15. PUBLIC HEALTH	139,900	56,700	44,269
	5,152,750	5,419,500	4,927,751
Full Time Equivalent Number of Staff (including Support Service Staff)	94.29	94.52	

DIRECTOR OF PLANNING, HOUSING AND ENVIRONMENTAL HEALTH

1. DEVELOPMENT MANAGEMENT

Employees

Salaries

ORIGINAL ESTIMATE	2022/23 REVISED ESTIMATE	PROVISIONAL OUTTURN
£	£	£
1,156,600	1,547,150	1,560,003 a)

Supplies & Services

Professional Fees

9,000	9,000	1,800 b)
-------	-------	----------

Planning Enforcement Fund

30,000	36,350	17,857 c)
--------	--------	-----------

Application & Appeals

21,000	70,000	58,974 d)
--------	--------	-----------

Advertising

13,100	13,100	10,657
--------	--------	--------

1,229,700	1,675,600	1,649,291
-----------	-----------	-----------

Less Income

Fees & Charges

Planning Applications

(940,000)	(940,000)	(1,096,099) e)
-----------	-----------	----------------

Pre-Planning Advice

(78,050)	(73,000)	(79,185)
----------	----------	----------

Planning Performance Agreements

(50,000)	(40,000)	(38,383)
----------	----------	----------

Viability Assessments

(9,100)	(9,100)	- b)
---------	---------	------

s.106 Agreement Monitoring

-	(35,000)	(26,600) f)
---	----------	-------------

(1,077,150)	(1,097,100)	(1,240,267)
-------------	-------------	-------------

Sub-total

152,550	578,500	409,024
---------	---------	---------

Central, Departmental & Technical Support Services

Central Salaries & Administration

118,800	124,650	121,687
---------	---------	---------

Information Technology Expenses

72,550	96,600	89,940
--------	--------	--------

Departmental Administrative Expenses

444,950	463,200	445,588 g)
---------	---------	------------

TO SUMMARY

788,850	1,262,950	1,066,239
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Full Time Equivalent Number of Staff

(including Support Service Staff)

30.66	31.72	
-------	-------	--

DEVELOPMENT MANAGEMENT

- a)** Challenging recruitment market has led to increased use of agency staff to cover vacant posts, including senior staff.
- b)** New processes for Financial Viability Assessments.
- c)** Enforcement actions to continue into 2023/24. Expenditure funded in full from government grant received in 2019/20.
- d)** Lower than anticipated demand for external consultant support.
- e)** Increased levels of planning applications with two large scale applications in respect of the former Aylesford Newsprint site.
- f)** Lower than anticipated number of s.106 agreements subject to monitoring.
- g)** Lower than estimated office accommodation costs (see page CS 3), essential car user allowances (see page CS 7) and direct service expenditure attributable to Development Management.

DIRECTOR OF PLANNING, HOUSING AND ENVIRONMENTAL HEALTH

2. CONSERVATION

Employees

Salaries

45,300

59,900

59,866

Supplies & Services

Archaeological Advice

7,900

8,100

8,442

Third Party Payments

Conservation

-

15,400

15,204

Sub-total

53,200

83,400

83,512

**Central, Departmental & Technical
Support Services**

Central Salaries & Administration

1,500

1,600

1,562

Information Technology Expenses

50

50

67

Departmental Administrative Expenses

17,900

19,200

18,493

TO SUMMARY

72,650

104,250

103,634

Full Time Equivalent Number of Staff
(including Support Service Staff)

1.15

1.21

DIRECTOR OF PLANNING, HOUSING AND ENVIRONMENTAL HEALTH

	ORIGINAL ESTIMATE £	2022/23 REVISED ESTIMATE £	PROVISIONAL OUTTURN £
3. <u>BUILDING CONTROL</u>			
Employees			
Salaries	291,250	291,750	267,336 a)
Supplies & Services			
Professional Fees	-	14,000	15,070
Subscriptions	2,150	2,150	2,141
Competent Persons Scheme	-	4,000	2,560
Third Party Payments			
Building Control Partnership	-	-	4,053 b)
	<hr/>	<hr/>	<hr/>
	293,400	311,900	291,160
Less Income			
Fees & Charges			
Building Regulations	(423,000)	(440,000)	(391,992) c)
	<hr/>	<hr/>	<hr/>
<u>Sub-total</u>	(129,600)	(128,100)	(100,832)
Central, Departmental & Technical Support Services			
Central Salaries & Administration	13,100	13,300	26,734 d)
Information Technology Expenses	21,050	28,000	26,072
Departmental Administrative Expenses	122,350	123,250	119,807
	<hr/>	<hr/>	<hr/>
<u>TO SUMMARY</u>	26,900	36,450	71,781
	<hr/>	<hr/>	<hr/>
Full Time Equivalent Number of Staff (including Support Service Staff)	7.50	7.34	

- a) Management savings arising from vacant Building Control Surveyor post.
- b) Final payment to Sevenoaks District Council in respect of Building Control Partnership higher than anticipated.
- c) Lower than anticipated demand for service in latter half of year. Higher volumes seen in first half of year likely to be due to influx of work ahead of new regulations coming into force.
- d) Overspend due to legal fees incurred in connection with works in default for property in Wateringbury.

DIRECTOR OF PLANNING, HOUSING AND ENVIRONMENTAL HEALTH

4. PLANNING POLICY

(a) DEVELOPMENT OF LOCAL PLAN

Employees

Salaries

354,600

283,000

282,714

Supplies & Services

Development of Local Plan

441,600

350,000

175,465 a)

Sub-total

796,200

633,000

458,179

Central, Departmental & Technical Support Services

Central Salaries & Administration

15,750

16,700

16,036

Information Technology Expenses

400

550

490

Departmental Administrative Expenses

91,250

91,400

87,857

903,600

741,650

562,562

Full Time Equivalent Number of Staff
(including Support Service Staff)

6.50

6.07

- a) Proposed legislative changes to national planning policy means that the local plan is now likely to be adopted in April 2026 rather than July 2025 as previously envisaged. This has resulted in lower than estimated spend on external consultant support. Please see reports to Housing and Planning Scrutiny Select Committee on 21 March 2023 and 7 June 2023. Expenditure funded in full from an earmarked reserve.

DIRECTOR OF PLANNING, HOUSING AND ENVIRONMENTAL HEALTH

4. PLANNING POLICY (continued)

(b) PLANNING POLICY

Employees

Salaries	243,500	242,300	241,701
----------	---------	---------	---------

Supplies & Services

Transport Policy Consultancy	15,000	5,000	1,500
Borough Green Gardens	45,500	75,500	38,264 a)
AONB Management	4,450	4,450	4,438
Local Wildlife Sites Register Update	3,550	3,550	3,500

<hr/>	<hr/>	<hr/>
312,000	330,800	289,403

Less Income

Government Grant	-	-	(26,807) b)
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<hr/>	<hr/>	<hr/>
312,000	330,800	262,596

Sub-total

Central, Departmental & Technical Support Services

Central Salaries & Administration	16,750	11,650	11,164
Information Technology Expenses	1,900	2,550	2,382
Departmental Administrative Expenses	79,800	81,650	78,549

<hr/>	<hr/>	<hr/>
410,450	426,650	354,691

Full Time Equivalent Number of Staff
(including Support Service Staff)

5.88	5.54	
------	------	--

PLANNING POLICY

(a) DEVELOPMENT OF LOCAL PLAN

903,600	741,650	562,562
---------	---------	---------

(b) PLANNING POLICY

410,450	426,650	354,691
---------	---------	---------

<hr/>	<hr/>	<hr/>
1,314,050	1,168,300	917,253

TO SUMMARY

a) Project extended into 2023/24. Expenditure funded in full from government grant received in prior years.

b) Biodiversity Net Gain Grant awarded by the Department for Environment, Food and Rural Affairs. Transferred to an earmarked reserve for future use.

DIRECTOR OF PLANNING, HOUSING AND ENVIRONMENTAL HEALTH

**5. HOUSING STRATEGY
& ENABLING ROLE**

(a) HOUSING STRATEGY

Employees

Salaries

63,900

86,350

84,747

Supplies & Services

Professional Fees

-

18,200

18,207

Publicity & Promotion

100

100

-

Support for External Agencies

3,500

3,500

3,500

67,500

108,150

106,454

Less Income

Contribution from Other Bodies

-

-

(20,000) a)

Sub-total

67,500

108,150

86,454

**Central, Departmental & Technical
Support Services**

Central Salaries & Administration

3,900

6,150

6,133

Information Technology Expenses

450

600

578

Departmental Administrative Expenses

20,800

26,050

25,341

92,650

140,950

118,506

Full Time Equivalent Number of Staff

(including Support Service Staff)

1.59

2.08

- a) Housing Advisor Program funding awarded by the Improvement and Development Agency. Transferred to an earmarked reserve for future use.

DIRECTOR OF PLANNING, HOUSING AND ENVIRONMENTAL HEALTH

**5. HOUSING STRATEGY
& ENABLING ROLE (continued)**

(b) HOUSING REGISTER

Employees

Salaries

118,200

171,800

168,833

Third Party Payments

Choice Based Lettings

6,550

7,950

7,927

Sub-total

124,750

179,750

176,760

**Central, Departmental & Technical
Support Services**

Central Salaries & Administration

5,350

5,600

5,624

Information Technology Expenses

1,300

1,750

1,607

Departmental Administrative Expenses

40,550

53,400

52,032

171,950

240,500

236,023

Full Time Equivalent Number of Staff

(including Support Service Staff)

3.09

4.24

HOUSING STRATEGY & ENABLING ROLE

(a) HOUSING STRATEGY

92,650

140,950

118,506

(b) HOUSING REGISTER

171,950

240,500

236,023

TO SUMMARY

264,600

381,450

354,529

DIRECTOR OF PLANNING, HOUSING AND ENVIRONMENTAL HEALTH

6. HOMELESSNESS

Employees

	ORIGINAL ESTIMATE £	2022/23 REVISED ESTIMATE £	PROVISIONAL OUTTURN £
Salaries	305,300	350,850	341,961 a)

Premises Related Expenses

Repairs & Maintenance to Buildings	5,500	27,000	19,251 b)
Service Charge	-	(25,150)	(25,126)
Maintenance of Grounds	-	1,000	-
Electricity	350	11,500	12,423
Gas	-	1,000	497
Rent	-	(8,000)	(8,016)
Rates	1,000	-	-
Council Tax	1,000	9,950	10,412
Water Charges (Metered)	-	750	1,058
Fixtures & Fittings	1,000	2,000	170
Premises Insurance	1,500	2,200	2,184

Transport Related Expenses

Parking	-	3,000	497
Public Transport	200	200	90

Supplies & Services

Purchases - Equipment & Materials	1,000	1,500	6,241 c)
Maintenance - General	1,200	-	-
Professional Fees	26,250	27,250	31,205
Rough Sleeping Initiative	-	333,000	305,966 d)
Temporary Accommodation	2,000,000	1,515,000	1,628,290 e)
Storage of Furniture, Transport, etc.	500	500	-
Rent Deposits / Rent in Advance - Payments	33,550	33,550	9,387 f)
Telephones & Broadband	-	450	536
Contain Outbreak Management Fund	-	43,550	87,383 g)
Homelessness Reduction Initiatives	25,000	50,000	36,237 h)
Landlord Incentive Initiative	-	-	5,350 i)
Contribution to Bad Debt Provision	30,000	50,000	65,332 j)

Third Party Payments

Property Management	-	29,100	23,283 k)
Medical Assessments	100	100	50

Carried Forward

2,433,450	2,460,300	2,554,661
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HOMELESSNESS

- a) Lower than anticipated spend due to vacant fixed-term Accommodation Officer post which was to be funded from Homelessness Prevention Grant.
- b) Cost of remedial works to long-term empty unit at 47 High Street, Tonbridge lower than estimated.
- c) Purchase of furniture and equipment for Council owned units at Pembury Road, Tonbridge.
- d) Lower than anticipated spend due to staff changes at third party delivering initiatives on behalf of the Council.
- e) Communities and Housing Advisory Board on 15 February 2022 set a target for reducing the number of households in temporary accommodation to 80 by October 2022, noting that the level would fluctuate between 70 and 100. Revised estimates assumed caseload would reduce from 95 in September 2022 to 80 in March 2023. Caseload has however remained between 95 and 105. In addition there have been delays in occupation of Council owned units at Pembury Road and High Street in Tonbridge, in part due to a category 1 hazard at one unit. This has resulted in a net overspend of £40,146 which is to be funded from the 2022/23 Homeless Prevention Grant.
- f) Reduced opportunities to use private sector rented accommodation to tackle homelessness caseload due to a lack of suitable accommodation.
- g) Deadline for spending Contain Outbreak Management Funding (COMF) provided by Kent County Council via the Kent Housing Group further extended, allowing more payments to be distributed to clients.
- h) Extension of COMF (see note g) has reduced demand for Council's own funds.
- i) Landlord incentive scheme funded in full from government grant received in 2020/21.
- j) Increased instances of running costs, such as utility costs, in Council managed or owned properties being met by the Council and then recharged to clients as service charges. Service charges are not covered by housing benefits.
- k) One year temporary contract with the YMCA to manage two of the Pembury Road properties started one month later than anticipated.

DIRECTOR OF PLANNING, HOUSING AND ENVIRONMENTAL HEALTH

	ORIGINAL ESTIMATE £	2022/23 REVISED ESTIMATE £	PROVISIONAL OUTTURN £
6. <u>HOMELESSNESS (continued)</u>			
<u>Brought Forward</u>	2,433,450	2,460,300	2,554,661
Less Income			
Government Grant	(382,700)	(787,000)	(761,034) l)
Rent Deposits/Rent in Advance - Recharges	(33,550)	(33,550)	(8,262) f)
Customer & Client Receipts - Accommodation	(1,040,000)	(790,000)	(848,726) e)
Customer & Client Receipts - Service Charge	(23,000)	(17,000)	(31,418) e)
Rent of Temporary Accommodation	(48,000)	(60,100)	(49,983) m)
Contribution from Other Bodies	-	(63,300)	(97,146) g)
	<hr/>	<hr/>	<hr/>
	(1,527,250)	(1,750,950)	(1,796,569)
	<hr/>	<hr/>	<hr/>
<u>Sub-total</u>	906,200	709,350	758,092
Central, Departmental & Technical Support Services			
Central Salaries & Administration	104,450	182,100	179,327
Information Technology Expenses	13,200	17,600	16,366
Departmental Administrative Expenses	106,950	113,950	110,159
Depreciation & Impairment			
Non-Current Asset Depreciation	75,750	52,350	52,039
	<hr/>	<hr/>	<hr/>
<u>TO SUMMARY</u>	1,206,550	1,075,350	1,115,983
	<hr/>	<hr/>	<hr/>
Full Time Equivalent Number of Staff (including Support Service Staff)	9.81	11.82	

Memorandum

Cost of temporary accommodation including net deficit on non-HRA rent rebates reflected in the Housing Benefits budget on page FT 2.

Temporary Accommodation	2,000,000	1,515,000	1,628,290
Customer & Client Receipts - Accommodation	(1,040,000)	(790,000)	(848,726)
Customer & Client Receipts - Service Charge	(23,000)	(17,000)	(31,418)
Non HRA Rent Rebates	900,000	850,000	828,414
Non HRA Rent Rebate Subsidy	(746,000)	(730,000)	(668,935)
	<hr/>	<hr/>	<hr/>
Total including non-HRA rent rebates	1,091,000	828,000	907,625
	<hr/>	<hr/>	<hr/>

HOMELESSNESS (continued)

- l)** Rough Sleeping Initiatives grant received lower than original allocation due to underspend in 2021/22.
- m)** Delays in occupation of Council owned units at Pembury Road and High Street in Tonbridge, in part due to a category 1 hazard at one unit.

DIRECTOR OF PLANNING, HOUSING AND ENVIRONMENTAL HEALTH

7. HOUSING ADVICE & PREVENTION

Employees
Salaries

**Central, Departmental & Technical
Support Services**

Central Salaries & Administration
Information Technology Expenses
Departmental Administrative Expenses

TO SUMMARY

Full Time Equivalent Number of Staff
(including Support Service Staff)

	ORIGINAL ESTIMATE £	2022/23 REVISED ESTIMATE £	PROVISIONAL OUTTURN £
	119,550	165,800	162,639
	14,900	15,500	15,073
	4,850	6,500	6,042
	41,250	51,900	50,485
	<hr/>	<hr/>	<hr/>
	180,550	239,700	234,239
	<hr/>	<hr/>	<hr/>
	3.39	4.35	

DIRECTOR OF PLANNING, HOUSING AND ENVIRONMENTAL HEALTH

8. HOME SAFETY

Employees
Salaries

**Central, Departmental & Technical
Support Services**

Central Salaries & Administration
Information Technology Expenses
Departmental Administrative Expenses

TO SUMMARY

Full Time Equivalent Number of Staff
(including Support Service Staff)

	ORIGINAL ESTIMATE £	2022/23 REVISED ESTIMATE £	PROVISIONAL OUTTURN £
	2,550	2,450	2,355
	550	550	534
	-	-	4
	950	850	820
	<hr/>	<hr/>	<hr/>
	4,050	3,850	3,713
	<hr/>	<hr/>	<hr/>
	0.08	0.07	

DIRECTOR OF PLANNING, HOUSING AND ENVIRONMENTAL HEALTH

9. PRIVATE SECTOR
HOUSING RENEWAL

Employees

Salaries

183,000

181,100

174,695 a)

Supplies & Services

Purchases - Equipment & Materials

250

50

-

Professional Fees

250

250

260

Better Care Fund Initiatives

Housing & Health Coordinator (Pembury)

11,500

11,500

11,490

Housing & Health Coordinator (Maidstone)

32,100

32,100

32,171

Handy Person Service (Pembury)

29,400

29,400

25,084

Handy Person Service (Boroughwide)

17,000

17,000

17,000

Miscellaneous

-

-

245

Minimum Energy Efficiency Project

-

-

66

Energy Efficiency Initiatives

4,000

1,000

3,223

Capital Grants & Contributions (RECS)

1,110,000

2,016,000

888,855 b)

1,387,500

2,288,400

1,153,089

Less Income

Government Grant

(90,000)

(90,000)

(85,990)

Fees & Charges

(4,000)

(1,000)

(6,327)

Fixed Penalty Notices

-

(2,250)

(8,250) c)

Capital Grants Received (RECS)

(1,080,000)

(1,986,000)

(898,088) b)

(1,174,000)

(2,079,250)

(998,655)

Sub-total

213,500

209,150

154,434

**Central, Departmental & Technical
Support Services**

Central Salaries & Administration

10,000

10,100

10,035

Information Technology Expenses

7,850

10,450

9,718

Departmental Administrative Expenses

66,300

62,450

60,094

TO SUMMARY

297,650

292,150

234,281

Full Time Equivalent Number of Staff

(including Support Service Staff)

4.94

4.61

- a) Management savings arising from vacant Environmental Health Officer (Housing) post.
- b) Spend on disabled facilities grant still recovering post Covid-19 - see page CP 3. Housing Assistance Policy to be reviewed in light of wider Better Care Fund objectives and amount of carried forward funding available.
- c) Increase in number of fines levied due to a breaches of minimum energy efficiency standards.

DIRECTOR OF PLANNING, HOUSING AND ENVIRONMENTAL HEALTH

10. PRIVATE SECTOR
HOUSING STANDARDS

Employees

Salaries

65,900

66,200

64,142

Supplies & Services

Other Expenses

5,250

6,450

6,465

71,150

72,650

70,607

Less Income

Houses in Multiple Occupation /
Caravan Site Licences

(3,250)

(4,100)

(4,485)

Sub-total

67,900

68,550

66,122

**Central, Departmental & Technical
Support Services**

Central Salaries & Administration

1,550

1,550

1,534

Information Technology Expenses

3,050

4,050

3,771

Departmental Administrative Expenses

23,100

22,050

21,206

TO SUMMARY

95,600

96,200

92,633

Full Time Equivalent Number of Staff
(including Support Service Staff)

1.69

1.60

DIRECTOR OF PLANNING, HOUSING AND ENVIRONMENTAL HEALTH

	ORIGINAL ESTIMATE £	2022/23 REVISED ESTIMATE £	PROVISIONAL OUTTURN £
11. <u>PUBLIC HEALTH ACT 1984</u>			
Employees			
Salaries	1,700	1,650	1,570
Third Party Payments			
Funeral Expenses	5,000	5,000	3,237
	<hr/>	<hr/>	<hr/>
<u>Sub-total</u>	6,700	6,650	4,807
Central, Departmental & Technical Support Services			
Central Salaries & Administration	550	550	534
Information Technology Expenses	-	-	22
Departmental Administrative Expenses	650	550	547
	<hr/>	<hr/>	<hr/>
<u>TO SUMMARY</u>	7,900	7,750	5,910
	<hr/>	<hr/>	<hr/>
Full Time Equivalent Number of Staff (including Support Service Staff)	0.05	0.05	

DIRECTOR OF PLANNING, HOUSING AND ENVIRONMENTAL HEALTH

12. ENVIRONMENTAL PROTECTION ACT - PART 1

Employees

Salaries

28,100

26,600

26,615

Less Income

Fees & Charges

(9,750)

(9,300)

(9,321)

Sub-total

18,350

17,300

17,294

Central, Departmental & Technical Support Services

Central Salaries & Administration

1,350

1,350

1,343

Information Technology Expenses

4,400

5,900

5,471

Departmental Administrative Expenses

10,500

10,050

9,846

TO SUMMARY

34,600

34,600

33,954

Full Time Equivalent Number of Staff

(including Support Service Staff)

0.75

0.71

Memorandum

Full cost of Local Authority Pollution Prevention Control (LAPPC) and Local Authority Integrated Pollution Prevention and Control (LA-IPPC) duties under Pollution Prevention and Control (PPC) Regulations 2000 :-

Total from above

34,600

34,600

33,954

Share of:

Democratic Administration

4,400

3,950

3,873

Corporate Management

1,900

1,700

1,738

Non Distributed Costs

5,250

4,550

4,554

Full Cost of LAPPC / LA-IPPC

46,150

44,800

44,119

DIRECTOR OF PLANNING, HOUSING AND ENVIRONMENTAL HEALTH

13. ENVIRONMENTAL PROTECTION

Employees

	ORIGINAL ESTIMATE	2022/23 REVISIED ESTIMATE	PROVISIONAL OUTTURN
	£	£	£
Salaries	207,000	190,000	189,945

Supplies & Services

Purchases - Equipment & Materials	1,000	500	11
Maintenance - Calibration of Instruments	2,000	2,000	2,945
Miscellaneous Insurance	950	550	564

Third Party Payments

Water Sampling	500	500	88
General	1,000	1,000	1,165
Air Quality	11,750	17,100	18,902
Contaminated Land - Site Inspections	2,000	2,000	868

	<hr/>	<hr/>	<hr/>
	226,200	213,650	214,488

Less Income

Government Grant	-	(5,350)	(5,342)
Fees & Charges			
Water Sampling	(750)	(800)	(680)
Provision of Information	(1,000)	(1,100)	(504)

	<hr/>	<hr/>	<hr/>
	(1,750)	(7,250)	(6,526)

Sub-total

	<hr/>	<hr/>	<hr/>
	224,450	206,400	207,962

Central, Departmental & Technical Support Services

Central Salaries & Administration	17,800	18,600	18,123
Information Technology Expenses	8,950	11,900	11,063
Departmental Administrative Expenses	82,150	73,650	72,119

Depreciation & Impairment

Non-Current Asset Depreciation	5,850	5,800	8,953
--------------------------------	-------	-------	-------

TO SUMMARY

	<hr/>	<hr/>	<hr/>
	339,200	316,350	318,220

Full Time Equivalent Number of Staff
(including Support Service Staff)

	<hr/>	<hr/>	<hr/>
	5.40	4.81	

DIRECTOR OF PLANNING, HOUSING AND ENVIRONMENTAL HEALTH

14. FOOD & SAFETY

(a) GENERAL

Employees

Salaries

111,100

97,350

94,240 a)

Supplies & Services

Protective Clothing

150

150

-

Health General

500

500

344

Miscellaneous Insurance

550

550

575

Sub-total

112,300

98,550

95,159

**Central, Departmental & Technical
Support Services**

Central Salaries & Administration

10,100

10,550

10,261

Information Technology Expenses

8,650

11,550

10,748

Departmental Administrative Expenses

54,600

42,600

41,367

185,650

163,250

157,535

Full Time Equivalent Number of Staff
(including Support Service Staff)

3.18

2.55

- a) Management savings arising from a member of the Food and Safety team working reduce hours.

DIRECTOR OF PLANNING, HOUSING AND ENVIRONMENTAL HEALTH

14. FOOD & SAFETY (continued)

(b) FOOD SAFETY

Employees

Salaries

123,100

112,250

108,494 a)

Supplies & Services

Health General

400

400

-

Other Expenses

500

500

509

Third Party Payments

Food Sampling

200

100

369

124,200

113,250

109,372

Less Income

Food Hygiene Rating Systems Re-inspections

(350)

(700)

(1,455)

Court Costs

(500)

-

-

Fees & Charges

Food Inspection

(1,500)

(1,600)

(1,000)

Training Courses

(3,000)

-

-

(5,350)

(2,300)

(2,455)

Sub-total

118,850

110,950

106,917

Central, Departmental & Technical Support Services

Central Salaries & Administration

7,950

8,450

8,148

Information Technology Expenses

8,800

11,700

10,894

Departmental Administrative Expenses

58,450

49,100

47,619

194,050

180,200

173,578

Full Time Equivalent Number of Staff
(including Support Service Staff)

3.35

2.85

FOOD & SAFETY

(a) GENERAL

185,650

163,250

157,535

(b) FOOD SAFETY

194,050

180,200

173,578

TO SUMMARY

379,700

343,450

331,113

a) Management savings arising from a member of the Food and Safety team working reduced hours.

DIRECTOR OF PLANNING, HOUSING AND ENVIRONMENTAL HEALTH

15. PUBLIC HEALTH

(a) HEALTHY LIVING

Employees

Salaries

144,900

102,150

99,660

Supplies & Services

Healthy Living Initiatives

18,000

18,000

9,468 a)

162,900

120,150

109,128

Less Income

Public Health Funding

(120,700)

(124,100)

(124,100)

Sub-total

42,200

(3,950)

(14,972)

Central, Departmental & Technical Support Services

Central Salaries & Administration

2,100

2,150

2,104

Information Technology Expenses

250

350

329

Departmental Administrative Expenses

73,400

42,550

41,369

117,950

41,100

28,830

Full Time Equivalent Number of Staff

(including Support Service Staff)

5.04

2.73

- a) Underspend due to withdrawal of proposed Kent County Council programme to tackle obesity in key target groups.

DIRECTOR OF PLANNING, HOUSING AND ENVIRONMENTAL HEALTH

15. PUBLIC HEALTH (continued)

(b) GENERAL

Employees
Salaries

17,600

12,450

12,352

**Central, Departmental & Technical
Support Services**

Departmental Administrative Expenses

4,350

3,150

3,087

21,950

15,600

15,439

Full Time Equivalent Number of Staff
(including Support Service Staff)

0.24

0.17

PUBLIC HEALTH

(a) HEALTHY LIVING

117,950

41,100

28,830

(b) GENERAL

21,950

15,600

15,439

TO SUMMARY

139,900

56,700

44,269

DIRECTOR OF STREET SCENE, LEISURE AND TECHNICAL SERVICES

SUMMARY

	ORIGINAL ESTIMATE	2022/23 REVISED ESTIMATE	PROVISIONAL OUTTURN
	£	£	£
1. REFUSE COLLECTION	1,499,850	1,622,650	1,577,944
2. RECYCLING	1,057,650	950,900	1,088,405
3. STREET SCENE	1,113,050	1,135,650	1,182,706
4. PUBLIC CONVENIENCES	137,100	204,300	183,874
5. PEST CONTROL	22,150	25,650	25,044
6. TONBRIDGE & MALLING LEISURE TRUST	143,000	898,450	848,671
7. LARKFIELD LEISURE CENTRE	988,600	1,194,450	1,112,279
8. ANGEL CENTRE	488,400	483,150	458,772
9. TONBRIDGE SWIMMING POOL	678,250	736,450	625,038
10. POULT WOOD GOLF CENTRE	199,500	185,050	425,278
11. SPORTS GROUNDS	642,150	495,400	512,686
12. PLEASURE GROUNDS & OPEN SPACES	767,450	901,350	891,649
13. ALLOTMENTS	7,350	7,450	7,437
14. CHURCHYARDS	11,800	12,450	10,668
15. TONBRIDGE CEMETERY	29,550	39,750	19,491
16. YOUTH PARTNERSHIPS	57,300	35,750	34,714
17. SPORTS PARTNERSHIPS	64,950	46,200	48,245
18. EVENTS DEVELOPMENT	104,350	126,250	142,242
19. LEISURE STRATEGY	99,600	85,500	84,666
20. CHRISTMAS LIGHTING	46,500	52,450	51,964
21. PARKING SERVICES	(1,068,300)	(920,900)	(1,198,814)
22. TRANSPORTATION	148,800	149,050	139,687
23. SECURITY SERVICES MANAGEMENT (CCTV)	61,850	64,500	65,472
24. BOROUGH DRAINAGE & LAND DRAINAGE RELATED WORK	568,200	191,400	189,555
25. CIVIL CONTINGENCIES	166,450	152,900	152,469
	8,035,550	8,876,200	8,680,142
Full Time Equivalent Number of Staff (Including Support Service Staff)	53.84	55.17	

DIRECTOR OF STREET SCENE, LEISURE AND TECHNICAL SERVICES

1. REFUSE COLLECTION

Employees

Salaries	156,150	165,200	168,563
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Premises Related Expenses

Vale Rise Depot Recharge	32,900	32,650	37,493 a)
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Supplies & Services

Purchases - Equipment & Materials	3,000	3,000	15
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Consultancy Fees	-	-	10,350 b)
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Publicity & Promotion	2,000	2,000	374
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Emergency Arrangements	50	50	36
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Information Leaflets	1,000	1,000	-
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Other Expenses	20,000	20,000	15,907
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Third Party Payments

Residual Waste Collection	1,255,000	1,359,000	1,299,137 c)
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Commercial Waste Collection	500	500	454
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	1,470,600	1,583,400	1,532,329
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Less Income

Fees & Charges			
Bulky Waste Collection	(135,000)	(136,000)	(129,003) d)

Additional Collections	(200)	(100)	(120)
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Commercial Waste Collection	(500)	(500)	(537)
-----------------------------	-------	-------	-------

	(135,700)	(136,600)	(129,660)
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Sub-total

	1,334,900	1,446,800	1,402,669
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Central, Departmental & Technical Support Services

Central Salaries & Administration	13,350	20,450	20,176
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Information Technology Expenses	5,800	7,700	7,162
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Departmental Administrative Expenses	87,700	89,300	86,055
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Depreciation & Impairment

Non-Current Asset Depreciation	58,100	58,400	61,882
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TO SUMMARY

	1,499,850	1,622,650	1,577,944
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Full Time Equivalent Number of Staff
(including Support Service Staff)

4.82	5.02
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REFUSE COLLECTION

- a) Backdated electricity costs from period when previous waste collection contractor occupied Vale Rise Depot.
- b) Specialist advice in respect of additional payment to Urbaser for changes to vehicle leasing arrangements.
- c) Cost of variable work and working on additional bank holidays lower than estimated.
- d) Fewer requests for service than anticipated.

DIRECTOR OF STREET SCENE, LEISURE AND TECHNICAL SERVICES

2. RECYCLING

Employees

	ORIGINAL ESTIMATE	2022/23 REVISED ESTIMATE	PROVISIONAL OUTTURN
	£	£	£
Salaries	184,100	205,050	208,765
Premises Related Expenses			
Recycling Centres - Servicing	4,000	20,500	13,385 a)
Rates	1,000	1,000	998
Transport Related Expenses			
Vehicle Contract Costs and Licences	12,550	23,300	19,219
Supplies & Services			
Purchases - Equipment & Materials	2,000	2,000	-
Direct Debit / Bank Charges	200	200	-
Credit / Debit Card Charges	4,000	4,000	-
Publicity & Promotion	7,450	7,450	2,264
Contribution to Kent Resource Partnership	15,000	15,000	15,000
Other Expenses	1,300	1,300	5,429
Compensation	-	-	100
Contribution to Bad Debt Provision	-	-	57,156 b)
Third Party Payments			
Kerbside Waste Collection			
Dry Recycling	998,000	1,113,000	1,086,789 c)
Food Recycling	381,000	432,000	417,738 c)
Garden Waste Recycling	414,000	382,000	401,401 d)
Bring Sites Waste Collection			
Cardboard Recycling	-	14,450	18,281 e)
Plastic Recycling	28,450	55,800	55,747
Paper Recycling	5,850	8,650	8,042
Mixed Dry Recycling	49,800	-	-
	<hr/>	<hr/>	<hr/>
<u>Carried Forward</u>	2,108,700	2,285,700	2,310,314
	<hr/>	<hr/>	<hr/>

- a) Works to removing banks from non-strategic sites and restore parking spaces ongoing into 2023/24.
- b) Bad debt provision in respect of outstanding fees from residents who have not yet actioned their 2022 renewal notice. Linked to delay in issuing reminder notices.
- c) Cost of variable work and working on additional bank holidays lower than estimated.
- d) Higher than anticipated number of households receiving garden waste collection service.
- e) Higher than anticipated number of cardboard collections required due to maintaining some sites while recycling is rolled out to all flats.

DIRECTOR OF STREET SCENE, LEISURE AND TECHNICAL SERVICES

2. RECYCLING (continued)

	ORIGINAL ESTIMATE £	2022/23 REVISED ESTIMATE £	PROVISIONAL OUTTURN £
<u>Brought Forward</u>	2,108,700	2,285,700	2,310,314
Less Income			
Garden Waste Collection	(700,000)	(900,000)	(973,686) f)
Textile Recycling	(6,000)	(6,000)	(6,352)
Contributions from Other Bodies	-	-	-
Performance Payment	(570,000)	(686,000)	(508,018) g)
	<hr/>	<hr/>	<hr/>
	(1,276,000)	(1,592,000)	(1,488,056)
	<hr/>	<hr/>	<hr/>
<u>Sub-total</u>	832,700	693,700	822,258
Central, Departmental & Technical Support Services			
Central Salaries & Administration	12,850	13,450	13,268
Information Technology Expenses	25,400	33,850	31,495
Departmental Administrative Expenses	95,450	106,300	102,549
Depreciation & Impairment			
Non-Current Asset Depreciation	91,250	103,600	118,835 h)
	<hr/>	<hr/>	<hr/>
<u>TO SUMMARY</u>	1,057,650	950,900	1,088,405
	<hr/>	<hr/>	<hr/>
Full Time Equivalent Number of Staff (including Support Service Staff)	5.56	6.17	

f) Higher than anticipated new and renewed subscriptions. Partly off-set by bad debt provision - see note b).

g) Baseline data used to calculate performance payment is readjusted every year in accordance with the Inter Authority Agreement with Kent County Council. The variations in tonnages experienced in 2021/22 due to the garden waste service being suspended for most of the year has impacted on the baseline data for 2022/23 and hence the payment due to the Council for 2022/23. Income is expected to revert to anticipated levels in 2023/24 as baseline data is readjusted for tonnages experienced in 2022/23 when a normal service was provided.

h) Higher than anticipated levels of new bin purchases, partly due to roll out of recycling to flats - see page CP 6.

DIRECTOR OF STREET SCENE, LEISURE AND TECHNICAL SERVICES

	ORIGINAL ESTIMATE £	2022/23 REVISED ESTIMATE £	PROVISIONAL OUTTURN £
3. <u>STREET SCENE</u>			
Employees			
Salaries	123,100	132,700	134,679
Supplies & Services			
Purchases - Equipment & Materials	10,000	15,000	16,300
Abatement Initiatives (Self Help)	15,000	10,000	1,236
Responsible Dog Ownership	11,000	11,350	11,354
Graffiti Removal	4,000	1,000	-
Dog Warden	68,500	92,000	94,805
Emergency Arrangements	50	50	36
Third Party Payments			
Amenity & Street Cleansing	823,000	806,000	861,564 a)
	<hr/>	<hr/>	<hr/>
	1,054,650	1,068,100	1,119,974
	<hr/>	<hr/>	<hr/>
Less Income			
Fees & Charges			
Stray Dogs Redemption Fees	(4,150)	(4,150)	(3,448)
Fixed Penalty Notices	(3,000)	-	(1,450)
Clearance Costs and Contributions from Other Bodies	(6,800)	(6,800)	(7,967)
	<hr/>	<hr/>	<hr/>
	(13,950)	(10,950)	(12,865)
	<hr/>	<hr/>	<hr/>
<u>Sub-total</u>	1,040,700	1,057,150	1,107,109
Central, Departmental & Technical Support Services			
Central Salaries & Administration	9,150	9,350	9,257
Information Technology Expenses	4,200	5,600	5,220
Departmental Administrative Expenses	59,000	63,550	61,120
	<hr/>	<hr/>	<hr/>
<u>TO SUMMARY</u>	1,113,050	1,135,650	1,182,706
	<hr/>	<hr/>	<hr/>
Full Time Equivalent Number of Staff (including Support Service Staff)	3.45	3.72	

- a) Cost of variable work, including high speed road cleansing, higher than estimated. In addition, backdated costs of third party specialist fly tip removals were invoiced by Urbaser in 2022/23.

DIRECTOR OF STREET SCENE, LEISURE AND TECHNICAL SERVICES

	ORIGINAL ESTIMATE £	2022/23 REVISED ESTIMATE £	PROVISIONAL OUTTURN £
4. <u>PUBLIC CONVENIENCES</u>			
Employees			
Salaries	20,150	11,850	12,141
Premises Related Expenses			
Building Repairs Expenditure	10,800	47,350	24,464 a)
Electricity	6,500	1,000	4,780 b)
Water Charges (Metered)	5,700	5,700	5,083
Sewerage & Environmental Services	8,500	5,000	5,288
Premises Insurance	2,300	1,400	1,394
Supplies & Services			
Contribution to Other Bodies	-	9,000	9,000
Third Party Payments			
Public Convenience Cleansing	25,500	54,800	53,854
	<hr/>	<hr/>	<hr/>
	79,450	136,100	116,004
Less Income			
Fees & Charges			
Radar Keys	(50)	(50)	(35)
	<hr/>	<hr/>	<hr/>
<u>Sub-total</u>	79,400	136,050	115,969
Central, Departmental & Technical Support Services			
Central Salaries & Administration	5,950	6,600	6,532
Information Technology Expenses	400	500	483
Departmental Administrative Expenses	11,400	6,450	6,205
Depreciation & Impairment			
Non-Current Asset Depreciation	39,950	54,700	54,685
	<hr/>	<hr/>	<hr/>
<u>TO SUMMARY</u>	137,100	204,300	183,874
	<hr/>	<hr/>	<hr/>
Full Time Equivalent Number of Staff (including Support Service Staff)	0.68	0.45	

a) Aylesford public convenience conversion (£24,130) slipped to 2023/24.

b) Increase in utility costs, particularly at Priory Road, Tonbridge.

DIRECTOR OF STREET SCENE, LEISURE AND TECHNICAL SERVICES

5. PEST CONTROL

Employees
Salaries

Financial Hardship Subsidy

Sub-total

**Central, Departmental & Technical
Support Services**

Central Salaries & Administration
Information Technology Expenses
Departmental Administrative Expenses

TO SUMMARY

Full Time Equivalent Number of Staff
(including Support Service Staff)

	ORIGINAL ESTIMATE £	2022/23 REVISED ESTIMATE £	PROVISIONAL OUTTURN £
	8,550	9,550	9,624
	1,000	1,000	935
	<hr/>	<hr/>	<hr/>
	9,550	10,550	10,559
	2,300	2,300	2,320
	5,500	7,350	6,850
	4,800	5,450	5,315
	<hr/>	<hr/>	<hr/>
	22,150	25,650	25,044
	<hr/>	<hr/>	<hr/>
	0.37	0.40	

DIRECTOR OF STREET SCENE, LEISURE AND TECHNICAL SERVICES

	ORIGINAL ESTIMATE £	2022/23 REVISED ESTIMATE £	PROVISIONAL OUTTURN £
6. <u>TONBRIDGE & MALLING LEISURE TRUST</u>			
Employees			
Salaries	45,150	47,450	49,931
Third Party Payments			
Employers' Superannuation Costs	64,500	64,500	62,974
General / Management Fee	-	750,000	700,000 a)
	<hr/>	<hr/>	<hr/>
<u>Sub-total</u>	109,650	861,950	812,905
Central, Departmental & Technical Support Services			
Central Salaries & Administration	12,550	14,750	14,599
Information Technology Expenses	50	50	25
Departmental Administrative Expenses	20,750	21,700	21,142
	<hr/>	<hr/>	<hr/>
<u>TO SUMMARY</u>	143,000	898,450	848,671
	<hr/>	<hr/>	<hr/>
Full Time Equivalent Number of Staff (including Support Service Staff)	1.32	1.41	

- a) Utility cost sharing arrangement changed to a Management fee. The resulting reduction in costs has been shared by the Trust and Council.

DIRECTOR OF STREET SCENE, LEISURE AND TECHNICAL SERVICES

7. LARKFIELD LEISURE CENTRE

Employees

Salaries

1,150

1,200

1,187

Premises Related Expenses

Building Repairs Expenditure

130,650

325,950

244,104 a)

Premises Insurance

29,100

18,700

18,701

Sub-total

160,900

345,850

263,992

Central, Departmental & Technical Support Services

Central Salaries & Administration

16,550

19,150

18,905

Information Technology Expenses

150

200

209

Departmental Administrative Expenses

450

450

457

Depreciation & Impairment

Non-Current Asset Depreciation

810,550

828,800

828,716

TO SUMMARY

988,600

1,194,450

1,112,279

Full Time Equivalent Number of Staff

(Including Support Service Staff)

0.26

0.32

- a) Servicing of air conditioning/air handling system (£27,730), window/door repairs (£22,980), legionella works (£12,100) and BMS system maintenance/upgrade (£9,230) slipped to 2023/24.

DIRECTOR OF STREET SCENE, LEISURE AND TECHNICAL SERVICES

8. ANGEL CENTRE

Employees

Salaries	3,200	3,050	2,984
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Premises Related Expenses

Building Repairs Expenditure	124,050	146,050	125,175 a)
Premises Insurance	14,200	10,000	10,023

Third Party Payments

General	-	20,000	19,984
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Sub-total

141,450	179,100	158,166
---------	---------	---------

Central, Departmental & Technical Support Services

Central Salaries & Administration	6,800	9,600	9,494
Information Technology Expenses	150	150	160
Departmental Administrative Expenses	800	850	836

Depreciation & Impairment

Non-Current Asset Depreciation	339,200	293,450	290,116
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TO SUMMARY

488,400	483,150	458,772
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Full Time Equivalent Number of Staff
(Including Support Service Staff)

0.19	0.24
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- a) Ventilation control panel replacement (£15,000) and window/door repairs (£5,000) slipped to 2023/24.

DIRECTOR OF STREET SCENE, LEISURE AND TECHNICAL SERVICES

9. TONBRIDGE SWIMMING POOL

Employees

Salaries

3,200

3,050

2,984

Premises Related Expenses

Building Repairs Expenditure

165,300

212,900

108,828 a)

Premises Insurance

22,150

16,750

16,727

Sub-total

190,650

232,700

128,539

Central, Departmental & Technical Support Services

Central Salaries & Administration

12,000

14,550

14,346

Information Technology Expenses

150

200

181

Departmental Administrative Expenses

800

850

836

Depreciation & Impairment

Non-Current Asset Depreciation

474,650

488,150

481,136

TO SUMMARY

678,250

736,450

625,038

Full Time Equivalent Number of Staff

(Including Support Service Staff)

0.26

0.32

- a) Disinfection system replacement (£60,000), BMS system maintenance/upgrade (£35,190) and pool tile repairs (£10,000) slipped to 2023/24.

DIRECTOR OF STREET SCENE, LEISURE AND TECHNICAL SERVICES

	ORIGINAL ESTIMATE £	2022/23 REVISED ESTIMATE £	PROVISIONAL OUTTURN £
10. <u>POULT WOOD GOLF CENTRE</u>			
Employees			
Salaries	1,500	1,550	1,528
Premises Related Expenses			
Building Repairs Expenditure	20,250	32,000	29,678
Maintenance of Grounds	950	1,000	989
Premises Insurance	5,550	3,650	3,652
Transport Related Expenses			
Transport Insurance	6,150	6,850	6,838
	<hr/>	<hr/>	<hr/>
<u>Sub-total</u>	34,400	45,050	42,685
Central, Departmental & Technical Support Services			
Central Salaries & Administration	8,150	10,050	9,891
Information Technology Expenses	100	100	100
Departmental Administrative Expenses	600	700	703
Depreciation & Impairment			
Non-Current Asset Depreciation	156,250	129,150	122,419 a)
Non-Current Asset Impairment	-	-	249,480 b)
	<hr/>	<hr/>	<hr/>
<u>TO SUMMARY</u>	199,500	185,050	425,278
	<hr/>	<hr/>	<hr/>
Full Time Equivalent Number of Staff (Including Support Service Staff)	0.15	0.20	

- a) Spend on capital renewals lower than estimated - see page CP 9.
- b) Reflects impairment of golf course following revaluation.

DIRECTOR OF STREET SCENE, LEISURE AND TECHNICAL SERVICES

	ORIGINAL ESTIMATE £	2022/23 REVISED ESTIMATE £	PROVISIONAL OUTTURN £
11. <u>SPORTS GROUNDS</u>			
Employees			
Salaries	42,950	45,950	46,127
Premises Related Expenses			
Building Repairs Expenditure	171,750	12,050	13,874
Maintenance of Grounds	20,650	20,650	30,893 a)
Premises Insurance	2,650	2,000	2,007
Transport Related Expenses			
Repairs & Maintenance	200	150	326
Licences	150	150	146
Petrol / Oil	750	850	601
Car Allowances	400	200	280
Transport Insurance	200	250	256
Supplies & Services			
Clothing, Uniform & Laundry	150	150	152
Stationery	50	100	115
Professional Fees	-	4,900	4,888
Gates / Security	3,650	4,150	4,114
Honoraria	1,100	1,100	1,100
Postages	50	50	-
Telephones	100	100	30
Licences	100	100	70
Third Party Payments			
Grounds Maintenance Contract	256,400	265,050	265,325
	<hr/>	<hr/>	<hr/>
<u>Carried Forward</u>	501,300	357,950	370,304
	<hr/>	<hr/>	<hr/>

- a) Overspend relates to essential health and safety works in last quarter of the year including path repairs at Tonbridge Racecourse and running lane patching at Tonbridge Farm.

DIRECTOR OF STREET SCENE, LEISURE AND TECHNICAL SERVICES

	ORIGINAL ESTIMATE £	2022/23 REVISED ESTIMATE £	PROVISIONAL OUTTURN £
11. <u>SPORTS GROUNDS (continued)</u>			
<u>Brought Forward</u>	501,300	357,950	370,304
Less Income			
Rents			
Rents	(16,250)	(14,400)	(14,495)
	<hr/>	<hr/>	<hr/>
<u>Sub-total</u>	485,050	343,550	355,809
Central, Departmental & Technical Support Services			
Central Salaries & Administration	12,750	13,500	13,433
Information Technology Expenses	500	650	661
Departmental Administrative Expenses	20,400	22,250	21,579
Depreciation & Impairment			
Non-Current Asset Depreciation	123,450	115,450	121,204
	<hr/>	<hr/>	<hr/>
<u>TO SUMMARY</u>	642,150	495,400	512,686
	<hr/>	<hr/>	<hr/>
Full Time Equivalent Number of Staff (including Support Service Staff)	1.41	1.51	

DIRECTOR OF STREET SCENE, LEISURE AND TECHNICAL SERVICES

12. PLEASURE GROUNDS & OPEN SPACES

(a) TONBRIDGE CASTLE GROUNDS

Employees

Salaries	17,950	19,300	19,292
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Premises Related Expenses

Maintenance of Grounds	4,500	4,500	3,618
Electricity	800	800	1,652
Rates	1,300	1,250	1,272
Premises Insurance	50	50	32

Supplies & Services

Purchases - Equipment & Materials	10,000	10,000	4,802 a)
Licences	300	300	295

Third Party Payments

Grounds Maintenance Contract	89,200	91,800	91,884
Tonbridge Hanging Baskets	5,000	5,000	3,130

<hr/>	129,100	133,000	125,977
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Less Income

Fees & Charges - Mooring Fees	(300)	(300)	(133)
Rents			
Mobile Catering Concession	(2,100)	(2,200)	(2,224)

<hr/>	(2,400)	(2,500)	(2,357)
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Sub-total

<hr/>	126,700	130,500	123,620
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Central, Departmental & Technical Support Services

Central Salaries & Administration	2,700	2,700	2,685
Information Technology Expenses	200	300	268
Departmental Administrative Expenses	7,800	8,900	8,645

Depreciation & Impairment

Non-Current Asset Depreciation	11,650	8,300	8,177
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<hr/>	149,050	150,700	143,395
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Full Time Equivalent Number of Staff
(Including Support Service Staff)

0.55	0.60	
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DIRECTOR OF STREET SCENE, LEISURE AND TECHNICAL SERVICES

PLEASURE GROUNDS & OPEN SPACES - TONBRIDGE CASTLE GROUNDS

- a) Hanging baskets for Tonbridge High Street used in summer 2022 purchased during 2021/22.

DIRECTOR OF STREET SCENE, LEISURE AND TECHNICAL SERVICES

12. PLEASURE GROUNDS & OPEN SPACES
(continued)

(b) HAYSDEN COUNTRY PARK

Employees

	ORIGINAL ESTIMATE £	2022/23 REVISED ESTIMATE £	PROVISIONAL OUTTURN £
Salaries	39,300	41,050	41,205
Premises Related Expenses			
Building Repairs Expenditure	5,700	6,400	3,798
Maintenance of Grounds	9,250	9,250	13,662 a)
Electricity	1,500	1,500	14,217 b)
Water Charges (Metered)	50	5,500	6,027
Sewerage & Environmental Services	1,150	2,300	1,335
Cleaning & Domestic Supplies	7,000	15,300	11,469
Premises Insurance	350	200	178
Supplies & Services			
Purchases - Equipment & Materials	2,850	2,850	1,365
Maintenance - General	2,300	2,500	2,383
Clothing, Uniforms & Laundry	50	50	-
Cash Collection	1,550	1,550	1,747
Trade Refuse Charges	650	700	699
Dog Bin Emptying	300	300	314
Gates / Security	8,500	7,300	7,222
Rodent Control	350	650	1,258
Litter Collection	5,800	5,850	6,211
Advertising	700	700	-
Third Party Payments			
Grounds Maintenance Contract	27,150	27,800	27,808
<u>Carried Forward</u>	114,500	131,750	140,898

a) Tarmacing of children's play, funded in full from developer contributions.

b) Reflects increases in energy prices as well as backdated bills in respect of 2021/22.

DIRECTOR OF STREET SCENE, LEISURE AND TECHNICAL SERVICES

12. PLEASURE GROUNDS & OPEN SPACES
(continued)

(b) HAYSDEN COUNTRY PARK (continued)

	ORIGINAL ESTIMATE £	2022/23 REVISED ESTIMATE £	PROVISIONAL OUTTURN £
<u>Brought Forward</u>	114,500	131,750	140,898
Less Income			
Fees & Charges			
Car Parking Fees	(78,000)	(67,000)	(75,906) c)
Car Park Season Tickets	(17,000)	(14,000)	(14,776)
Educational Visits	(350)	-	-
Rents			
Rights over Water	(5,350)	(5,450)	(5,750)
Mobile Catering Concession	(8,200)	(9,400)	(10,270)
Developer Contributions	-	-	(3,000) a)
Partnership Funding	-	-	(962)
	<hr/>	<hr/>	<hr/>
	(108,900)	(95,850)	(110,664)
	<hr/>	<hr/>	<hr/>
<u>Sub-total</u>	5,600	35,900	30,234
Central, Departmental & Technical Support Services			
Central Salaries & Administration	2,700	2,700	2,685
Information Technology Expenses	1,100	1,450	1,340
Departmental Administrative Expenses	18,300	19,250	18,652
Depreciation & Impairment			
Non-Current Asset Depreciation	34,000	31,750	31,744
	<hr/>	<hr/>	<hr/>
	61,700	91,050	84,655
	<hr/>	<hr/>	<hr/>
Full Time Equivalent Number of Staff (Including Support Service Staff)	1.18	1.22	

c) Reduction in usage post Covid-19 lower than anticipated.

DIRECTOR OF STREET SCENE, LEISURE AND TECHNICAL SERVICES

**12. PLEASURE GROUNDS & OPEN SPACES
(continued)**

**(c) OPEN SPACES
& AMENITY AREAS BOROUGH - WIDE**

Employees

Salaries	78,600	80,800	81,049
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Premises Related Expenses

Maintenance of Grounds	27,400	27,400	27,717
Maintenance of Play Equipment	7,500	7,500	12,139 a)
Bridge Maintenance	30,000	30,000	28,449
Electricity	3,100	3,100	1,227
Premises Insurance	2,100	2,250	2,264

Supplies & Services

Purchases - Equipment & Materials	800	800	333
Dog Bin Emptying	150	150	167
Rodent Control	150	250	464
Miscellaneous Insurance	150	100	117
Telephones	150	150	36

Third Party Payments

Grounds Maintenance Contract	146,150	156,150	159,244 b)
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Carried Forward

296,250	308,650	313,206
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- a) Play equipment for Tonbridge Racecourse purchased from revenue rather than capital renewals and higher than anticipated levels of repairs.
- b) Variation to contract to add maintenance of Basted Mill public open space.

DIRECTOR OF STREET SCENE, LEISURE AND TECHNICAL SERVICES

**12. PLEASURE GROUNDS & OPEN SPACES
(continued)**

**(c) OPEN SPACES
& AMENITY AREAS BOROUGH - WIDE
(continued)**

	ORIGINAL ESTIMATE £	2022/23 REVISED ESTIMATE £	PROVISIONAL OUTTURN £
<u>Brought Forward</u>	296,250	308,650	313,206
Less Income			
Interest Receipts	(2,200)	(2,300)	(2,301)
Rents			
Land	(18,250)	(21,400)	(29,719) c)
Wayleave Agreement	(1,250)	(1,250)	(1,248)
	<hr/>	<hr/>	<hr/>
	(21,700)	(24,950)	(33,268)
	<hr/>	<hr/>	<hr/>
<u>Sub-total</u>	274,550	283,700	279,938
Central, Departmental & Technical Support Services			
Central Salaries & Administration	6,450	7,400	7,297
Information Technology Expenses	900	1,150	1,093
Departmental Administrative Expenses	37,100	37,500	36,238
Depreciation & Impairment			
Non-Current Asset Depreciation	34,800	24,750	24,729
	<hr/>	<hr/>	<hr/>
	353,800	354,500	349,295
	<hr/>	<hr/>	<hr/>
Full Time Equivalent Number of Staff (Including Support Service Staff)	2.23	2.29	

c) Backdated rent increase in respect of the Angel Indoor Bowls Club.

DIRECTOR OF STREET SCENE, LEISURE AND TECHNICAL SERVICES

12. PLEASURE GROUNDS & OPEN SPACES
(continued)

(d) PATROLLING

Employees

Salaries	5,800	6,500	6,559
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Transport Related Expenses

Repairs & Maintenance	200	150	327
Licences	150	150	146
Petrol / Oil	750	850	601
Transport Insurance	200	250	255

Supplies & Services

Clothing, Uniform & Laundry	150	150	151
Gates / Security	3,650	4,100	4,114
Telephones	50	50	-

Sub-total

10,950	12,200	12,153
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Central, Departmental & Technical Support Services

Central Salaries & Administration	1,300	1,300	1,260
Information Technology Expenses	100	100	81
Departmental Administrative Expenses	2,700	3,200	3,114

15,050	16,800	16,608
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Full Time Equivalent Number of Staff
(Including Support Service Staff)

0.18	0.21
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DIRECTOR OF STREET SCENE, LEISURE AND TECHNICAL SERVICES

	ORIGINAL ESTIMATE £	2022/23 REVISED ESTIMATE £	PROVISIONAL OUTTURN £
12. PLEASURE GROUNDS & OPEN SPACES			
<u>(continued)</u>			
(e) <u>COUNTRYSIDE / WOODLAND MANAGEMENT</u>			
Employees			
Salaries	15,550	17,050	17,129
Premises Related Expenses			
Maintenance of Grounds	8,000	8,000	5,238
Tree Planting Schemes	2,300	2,300	1,877
Supplies & Services			
Purchases - Equipment & Materials	300	300	-
Health & Safety - Trees	40,000	130,000	129,698
Miscellaneous Insurance	50	50	47
Third Party Payments			
Medway Valley Countryside Partnership	9,000	9,000	7,125
	<hr/>	<hr/>	<hr/>
	75,200	166,700	161,114
Less Income			
Partnership Funding	-	(500)	(500)
	<hr/>	<hr/>	<hr/>
<u>Sub-total</u>	75,200	166,200	160,614
Central, Departmental & Technical Support Services			
Central Salaries & Administration	6,450	6,500	6,475
Information Technology Expenses	900	1,200	1,122
Departmental Administrative Expenses	7,350	8,400	8,136
	<hr/>	<hr/>	<hr/>
	89,900	182,300	176,347
	<hr/>	<hr/>	<hr/>
Full Time Equivalent Number of Staff (Including Support Service Staff)	0.55	0.60	

DIRECTOR OF STREET SCENE, LEISURE AND TECHNICAL SERVICES

12. PLEASURE GROUNDS & OPEN SPACES
(continued)

(f) LEYBOURNE LAKES COUNTRY PARK

Employees

	ORIGINAL ESTIMATE £	2022/23 REVISED ESTIMATE £	PROVISIONAL OUTTURN £
Salaries	7,850	8,900	9,057
Premises Related Expenses			
Building Repairs Expenditure	3,650	4,050	7,572 a)
Maintenance of Grounds	-	5,300	6,142
Water Charges (Metered)	-	-	(1)
Sewerage & Environmental Services	-	(50)	(42)
Premises Insurance	650	600	384
Transport Related Expenses			
Transport Insurance	400	500	511
Supplies & Services			
Maintenance - General	-	1,300	1,293
Cash Collection	-	1,000	1,072
Dog Bin Emptying	-	-	26
Telephones	-	50	96
Contribution to Bad Debt Provision	-	-	3,228 b)
Third Party Payments			
Management Fee	5,000	5,000	5,000
	<hr/>	<hr/>	<hr/>
<u>Carried Forward</u>	17,550	26,650	34,338
	<hr/>	<hr/>	<hr/>

a) Servicing of plant/equipment (£3,260) and general response work (£2,260) more than estimated.

b) Provision on debt owed by windsurfing and triathlon concession holders.

DIRECTOR OF STREET SCENE, LEISURE AND TECHNICAL SERVICES

**12. PLEASURE GROUNDS & OPEN SPACES
(continued)**

**(f) LEYBOURNE LAKES COUNTRY PARK
(continued)**

	ORIGINAL ESTIMATE £	2022/23 REVISED ESTIMATE £	PROVISIONAL OUTTURN £
<u>Brought Forward</u>	17,550	26,650	34,338
Less Income			
Car Parking Fees	-	-	5,925 c)
Car Park Season Tickets	-	-	(308)
Contributions from Other Bodies	-	(4,100)	(1,266)
Developer Contributions	-	(3,100)	(2,858)
	<hr/>	<hr/>	<hr/>
	-	(7,200)	1,493
	<hr/>	<hr/>	<hr/>
<u>Sub-total</u>	17,550	19,450	35,831
Central, Departmental & Technical Support Services			
Central Salaries & Administration	5,000	5,000	4,994
Information Technology Expenses	1,000	1,350	1,239
Departmental Administrative Expenses	2,750	3,600	3,545
Depreciation & Impairment			
Non-Current Asset Depreciation	71,650	76,600	75,740
	<hr/>	<hr/>	<hr/>
	97,950	106,000	121,349
	<hr/>	<hr/>	<hr/>
Full Time Equivalent Number of Staff (Including Support Service Staff)	0.27	0.31	

PLEASURE GROUNDS & OPEN SPACES

(a) TONBRIDGE CASTLE GROUNDS	149,050	150,700	143,395
(b) HAYSDEN COUNTRY PARK	61,700	91,050	84,655
(c) OPEN SPACES & AMENITY AREAS	353,800	354,500	349,295
(d) PATROLLING	15,050	16,800	16,608
(e) COUNTRYSIDE / WOODLAND MANAGE'T	89,900	182,300	176,347
(f) LEYBOURNE LAKES COUNTRY PARK	97,950	106,000	121,349
	<hr/>	<hr/>	<hr/>
<u>TO SUMMARY</u>	767,450	901,350	891,649
	<hr/>	<hr/>	<hr/>

c) Parking income overclaimed by Tonbridge and Malling Leisure Trust.

DIRECTOR OF STREET SCENE, LEISURE AND TECHNICAL SERVICES

	ORIGINAL ESTIMATE £	2022/23 REVISED ESTIMATE £	PROVISIONAL OUTTURN £
13. <u>ALLOTMENTS</u>			
Employees			
Salaries	550	650	658
Premises Related Expenses			
Drainage Rates	50	50	16
Premises Insurance	100	50	62
Third Party Payments			
Management Fee to T.A.G.A.	5,100	5,100	5,100
	<hr/>	<hr/>	<hr/>
	5,800	5,850	5,836
Less Income			
Rents	-	-	(1)
	<hr/>	<hr/>	<hr/>
<u>Sub-total</u>	5,800	5,850	5,835
Central, Departmental & Technical Support Services			
Central Salaries & Administration	350	350	344
Information Technology Expenses	-	-	15
Departmental Administrative Expenses	250	300	281
Depreciation & Impairment			
Non-Current Asset Depreciation	950	950	962
	<hr/>	<hr/>	<hr/>
<u>TO SUMMARY</u>	7,350	7,450	7,437
	<hr/>	<hr/>	<hr/>
Full Time Equivalent Number of Staff (Including Support Service Staff)	0.02	0.02	

DIRECTOR OF STREET SCENE, LEISURE AND TECHNICAL SERVICES

14. CHURCHYARDS

Employees

Salaries

3,150

3,200

3,189

Premises Related Expenses

Maintenance of Grounds

1,800

1,800

-

Third Party Payments

Grounds Maintenance Contract

4,500

5,150

5,155

9,450

10,150

8,344

Less Income

Contributions from Other Bodies

(50)

(50)

(12)

9,400

10,100

8,332

Sub-total

Central, Departmental & Technical Support Services

Central Salaries & Administration

950

950

961

Information Technology Expenses

100

100

112

Departmental Administrative Expenses

1,350

1,300

1,263

11,800

12,450

10,668

TO SUMMARY

Full Time Equivalent Number of Staff

(Including Support Service Staff)

0.09

0.09

DIRECTOR OF STREET SCENE, LEISURE AND TECHNICAL SERVICES

15. TONBRIDGE CEMETERY

Employees

	ORIGINAL ESTIMATE £	2022/23 REVISED ESTIMATE £	PROVISIONAL OUTTURN £
Salaries	27,200	28,800	28,921
Premises Related Expenses			
Building Repairs Expenditure	7,500	11,200	4,333 a)
Maintenance of Grounds	5,600	5,600	5,571
Electricity	3,000	3,000	2,761
Rates	9,900	9,850	9,855
Water Charges (Metered)	250	250	164
Sewerage & Environmental Services	250	250	169
Premises Insurance	850	550	529
Supplies & Services			
Purchases - Equipment & Materials	2,050	2,050	2,087
Third Party Payments			
Grounds Maintenance Contract	60,100	66,200	65,458
	<hr/>	<hr/>	<hr/>
<u>Carried Forward</u>	116,700	127,750	119,848
	<hr/>	<hr/>	<hr/>

a) Internal decoration (£6,000) slipped to 2023/24.

DIRECTOR OF STREET SCENE, LEISURE AND TECHNICAL SERVICES

	ORIGINAL ESTIMATE £	2022/23 REVISED ESTIMATE £	PROVISIONAL OUTTURN £
15. <u>TONBRIDGE CEMETERY (continued)</u>			
<u>Brought Forward</u>	116,700	127,750	119,848
Less Income			
Fees & Charges			
Graves - Exclusive Right of Burial	(41,600)	(41,600)	(33,764)
Interments	(49,150)	(49,150)	(49,633)
Memorials - Erection	(6,600)	(6,600)	(8,697)
Memorials - Inscription	(2,850)	(2,850)	(5,548)
Register Search	(1,900)	(1,900)	(3,632)
Memorial Garden - Lease of Tablet / Vault	(23,800)	(23,800)	(25,754)
Memorial Garden - Plaque / Inscription	(2,650)	(2,650)	(8,010)
Use of Chapel	(1,900)	(1,900)	(7,240)
	<hr/>	<hr/>	<hr/>
	(130,450)	(130,450)	(142,278) b)
	<hr/>	<hr/>	<hr/>
<u>Sub-total</u>	(13,750)	(2,700)	(22,430)
Central, Departmental & Technical Support Services			
Central Salaries & Administration	6,500	4,700	4,637
Information Technology Expenses	750	1,000	937
Departmental Administrative Expenses	12,300	13,300	12,873
Depreciation & Impairment			
Non-Current Asset Depreciation	23,750	23,450	23,474
	<hr/>	<hr/>	<hr/>
<u>TO SUMMARY</u>	29,550	39,750	19,491
	<hr/>	<hr/>	<hr/>
Full Time Equivalent Number of Staff (Including Support Service Staff)	0.85	0.88	

b) Higher than anticipated overall demand for services despite declining number of burials.

DIRECTOR OF STREET SCENE, LEISURE AND TECHNICAL SERVICES

16. YOUTH PARTNERSHIPS

Employees

Salaries

31,000

15,450

16,371

Supplies & Services

Leisure Pass Subsidy

3,000

3,000

3,867

Marketing

1,000

1,000

60

Youth Development Initiatives

2,000

2,000

510

Sub-total

37,000

21,450

20,808

**Central, Departmental & Technical
Support Services**

Central Salaries & Administration

4,150

4,250

4,216

Information Technology Expenses

2,250

2,950

2,763

Departmental Administrative Expenses

13,900

7,100

6,927

TO SUMMARY

57,300

35,750

34,714

Full Time Equivalent Number of Staff
(Including Support Service Staff)

0.89

0.49

DIRECTOR OF STREET SCENE, LEISURE AND TECHNICAL SERVICES

17. SPORTS PARTNERSHIPS

Employees

Salaries

41,500

28,400

30,206

Supplies & Services

Sports Development Programme

3,000

3,000

4,604

44,500

31,400

34,810

Less Income

Contributions from Other Bodies

(500)

(500)

(1,500)

Sub-total

44,000

30,900

33,310

**Central, Departmental & Technical
Support Services**

Central Salaries & Administration

1,600

1,550

1,569

Information Technology Expenses

300

400

386

Departmental Administrative Expenses

19,050

13,350

12,980

TO SUMMARY

64,950

46,200

48,245

Full Time Equivalent Number of Staff
(Including Support Service Staff)

1.12

0.77

DIRECTOR OF STREET SCENE, LEISURE AND TECHNICAL SERVICES

	ORIGINAL ESTIMATE £	2022/23 REVISED ESTIMATE £	PROVISIONAL OUTTURN £
18. <u>EVENTS DEVELOPMENT</u>			
Employees			
Salaries	54,400	77,500	82,109
Supplies & Services			
Events Support	22,000	22,000	17,607 a)
Marketing	4,000	4,000	4,142
Licences	1,000	1,000	999
Contribution to Bad Debt Provision	-	-	11,065 b)
	<hr/>	<hr/>	<hr/>
	81,400	104,500	115,922
Less Income			
Events Income	(35,000)	(46,000)	(39,244) a)
Marketing Income	-	(3,000)	(3,492)
	<hr/>	<hr/>	<hr/>
<u>Sub-total</u>	46,400	55,500	73,186
Central, Departmental & Technical Support Services			
Central Salaries & Administration	33,600	35,050	34,340
Information Technology Expenses	500	700	632
Departmental Administrative Expenses	23,850	35,000	34,084
	<hr/>	<hr/>	<hr/>
<u>TO SUMMARY</u>	104,350	126,250	142,242
	<hr/>	<hr/>	<hr/>
Full Time Equivalent Number of Staff (Including Support Service Staff)	2.11	2.70	

- a) Reflects postponements and cancellations of events including the new music festival.
- b) Provision on debt owed by Castlemas and Bravo Productions.

DIRECTOR OF STREET SCENE, LEISURE AND TECHNICAL SERVICES

19. LEISURE STRATEGY

Employees

Salaries

64,250

56,850

57,427

Supplies & Services

Market Research / Audit Programme

4,250

4,250

3,394

Community Group Funding

8,000

5,000

4,944

Sub-total

76,500

66,100

65,765

Central, Departmental & Technical Support Services

Central Salaries & Administration

1,150

1,300

1,252

Information Technology Expenses

-

-

36

Departmental Administrative Expenses

21,950

18,100

17,613

TO SUMMARY

99,600

85,500

84,666

Full Time Equivalent Number of Staff

1.28

1.07

(Including Support Service Staff)

Analysis of Salaries:-

Leisure Planning / Policy

£

31,800

£

31,700

£

31,664

Market Research

1,750

1,750

1,757

Liaison with Outside Bodies

30,700

23,400

24,006

64,250

56,850

57,427

DIRECTOR OF STREET SCENE, LEISURE AND TECHNICAL SERVICES

20. CHRISTMAS LIGHTING

Employees

Salaries

6,100

6,100

6,095

Supplies & Services

Christmas Lighting

32,000

38,000

39,081

38,100

44,100

45,176

Less Income

Contributions from Other Bodies

-

-

(1,500)

Sub-total

38,100

44,100

43,676

**Central, Departmental & Technical
Support Services**

Central Salaries & Administration

1,100

1,100

1,136

Information Technology Expenses

150

250

237

Departmental Administrative Expenses

2,700

2,550

2,463

Depreciation & Impairment

Non-Current Asset Depreciation

4,450

4,450

4,452

TO SUMMARY

46,500

52,450

51,964

Full Time Equivalent Number of Staff

(Including Support Service Staff)

0.15

0.15

DIRECTOR OF STREET SCENE, LEISURE AND TECHNICAL SERVICES

21. PARKING SERVICES

(a) OFF-STREET

Employees

	ORIGINAL ESTIMATE	2022/23 REVISED ESTIMATE	PROVISIONAL OUTTURN
	£	£	£
Salaries	232,400	223,900	217,974 a)
Premises Related Expenses			
Maintenance of Grounds	224,000	226,000	225,764
Repairs & Maintenance	30,000	30,000	24,608 b)
Winter Maintenance	10,000	10,000	14,587 c)
Electricity	2,300	2,500	3,203
Rates	267,700	265,200	264,718
Premises Insurance	2,750	1,850	1,862
Transport Related Expenses			
Repairs & Maintenance	1,200	3,000	1,010
Licences	450	450	368
Petrol / Oil	3,500	3,500	2,084
Transport Insurance	800	1,000	1,021
Supplies & Services			
Purchases - Equipment & Materials	2,000	2,000	2,285
Maintenance - General	25,000	30,000	28,807
Uniforms	750	750	1,541
Stationery	10,000	7,500	5,398
Professional Fees	-	10,000	9,331
Cash Collection	65,000	65,000	43,051 d)
Gates / Security	-	-	6,654 e)
Payment to Principals / Ticket Refunds	451,000	367,000	372,889
Advertising	500	500	589
Adjudication & Enforcement Services	6,000	6,000	9,999
Security Services Mgt. Recharge (CCTV)	167,300	174,350	177,017
	<hr/>	<hr/>	<hr/>
<u>Carried Forward</u>	1,502,650	1,430,500	1,414,760
	<hr/>	<hr/>	<hr/>

Premises Related Expenses

Transport Related Expenses

Supplies & Services

Carried Forward

- a) Management savings arising from vacant Civil Enforcement Officer posts.
- b) Long-term sickness within the engineering team has impacted on delivery of work.
- c) Higher than anticipated gritting requirements and stockpiling of rock salt.
- d) Cost of new cash collection contract lower than anticipated.
- e) Costs associated with weekend closure of Bluebell Hill Car Park due to anti-social behaviour.

DIRECTOR OF STREET SCENE, LEISURE AND TECHNICAL SERVICES

21. PARKING SERVICES (continued)

(a) OFF-STREET (continued)

	ORIGINAL ESTIMATE £	2022/23 REVISED ESTIMATE £	PROVISIONAL OUTTURN £
<u>Brought Forward</u>	1,502,650	1,430,500	1,414,760
Less Income			
Fees & Charges			
Car Park Season Tickets	(167,000)	(100,000)	(109,181) f)
Short Stay Parking	(1,800,000)	(1,600,000)	(1,581,352) g)
Long Stay Parking	(645,000)	(580,000)	(611,676) g)
Penalty Charge Notices	(105,000)	(125,000)	(138,739) h)
General	(32,000)	(32,650)	(32,325)
Management of Angel / Botany Car Parks	(104,800)	(106,200)	(106,259)
De Minimis Capital Receipts	-	-	(2,000)
Rent - Snodland Town Market / Tonbridge	(9,400)	(48,450)	(48,235)
Saturday Market / Tonbridge Sunday			
Farmers' Market			
Electric Vehicle Charging	-	-	(576)
	<hr/>	<hr/>	<hr/>
	(2,863,200)	(2,592,300)	(2,630,343)
	<hr/>	<hr/>	<hr/>
<u>Sub-total</u>	(1,360,550)	(1,161,800)	(1,215,583)
Central, Departmental & Technical Support Services			
Central Salaries & Administration	27,150	27,350	27,272
Information Technology Expenses	30,200	40,200	37,425
Departmental Administrative Expenses	74,050	78,150	77,621
Depreciation & Impairment			
Non-Current Asset Depreciation	94,650	86,000	87,717
Non-Current Asset Impairment	-	(51,100)	(192,520) i)
	<hr/>	<hr/>	<hr/>
	(1,134,500)	(981,200)	(1,178,068)
	<hr/>	<hr/>	<hr/>
Full Time Equivalent Number of Staff (including Support Service Staff)	7.88	7.97	

- f)** Although significantly below pre-Covid-19 levels, demand has been higher than anticipated.
- g)** Changes in behaviour by motorists post Covid-19 has seen a shift from short stay to long stay car parks.
- h)** The Civil Enforcement Officer team, while not always fully staffed, have had higher than historic staffing levels.
- i)** Reversal of prior years' impairment following revaluation of Council's off-street car parks.

DIRECTOR OF STREET SCENE, LEISURE AND TECHNICAL SERVICES

21. PARKING SERVICES (continued)

(b) ON-STREET

Employees

Salaries	315,900	303,800	294,608 a)
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Premises Related Expenses

Repairs & Maintenance	15,000	15,000	10,632 b)
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Car Parking Action Plans	15,000	15,000	1,041 c)
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Transport Related Expenses

Repairs & Maintenance	1,500	3,600	1,082
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Licences	350	350	552
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Petrol / Oil	3,500	3,500	2,084
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Transport Insurance	1,250	1,550	1,532
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Supplies & Services

Purchases - Equipment & Materials	1,950	1,950	754
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Maintenance - General	5,200	12,500	12,303
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Uniforms	1,500	1,500	1,854
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Stationery	500	500	312
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Cash Collection	1,500	1,500	2,205
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Advertising	1,000	1,500	967
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Adjudication & Enforcement Services	6,100	6,100	6,000
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Carried Forward

370,250	368,350	335,926
---------	---------	---------

- a) Management savings arising from vacant Civil Enforcement Officer posts.
- b) Long-term sickness within the engineering team has impacted on delivery of work.
- c) Implementation of parking schemes and works programme are still recovering post Covid-19.

DIRECTOR OF STREET SCENE, LEISURE AND TECHNICAL SERVICES

21. PARKING SERVICES (continued)

(b) ON-STREET (continued)

	ORIGINAL ESTIMATE £	2022/23 REVISED ESTIMATE £	PROVISIONAL OUTTURN £
<u>Brought Forward</u>	370,250	368,350	335,926
Less Income			
Fees & Charges			
Business Parking Permits	(30,000)	(26,000)	(31,817)
Residents Parking Permits	(145,000)	(139,000)	(151,395) d)
Visitors Parking Permits	(25,000)	(29,000)	(31,871)
Dispensations	(19,000)	(12,000)	(13,661)
On-street Parking	(44,000)	(66,000)	(66,881)
Penalty Charge Notices	(185,000)	(195,000)	(218,028) e)
	<hr/>	<hr/>	<hr/>
	(448,000)	(467,000)	(513,653)
	<hr/>	<hr/>	<hr/>
<u>Sub-total</u>	(77,750)	(98,650)	(177,727)
Central, Departmental & Technical Support Services			
Central Salaries & Administration	18,550	18,850	18,825
Information Technology Expenses	22,550	30,050	27,973
Departmental Administrative Expenses	97,400	104,600	104,724
Depreciation & Impairment			
Non-Current Asset Depreciation	5,450	5,450	5,459
	<hr/>	<hr/>	<hr/>
	66,200	60,300	(20,746)
	<hr/>	<hr/>	<hr/>
Full Time Equivalent Number of Staff (including Support Service Staff)	10.46	10.63	

PARKING SERVICES

(a) OFF-STREET

(b) ON-STREET

TO SUMMARY

(1,134,500)	(981,200)	(1,178,068)
66,200	60,300	(20,746)
<hr/>	<hr/>	<hr/>
(1,068,300)	(920,900)	(1,198,814)
<hr/>	<hr/>	<hr/>

d) Demand for permits continues to increase post Covid-19.

e) The Civil Enforcement Officer team, while not always fully staffed, have had higher than historic staffing levels.

DIRECTOR OF STREET SCENE, LEISURE AND TECHNICAL SERVICES

22. TRANSPORTATION

Employees

	ORIGINAL ESTIMATE	2022/23 REVISED ESTIMATE	PROVISIONAL OUTTURN
	£	£	£
Salaries	82,800	83,000	81,798
Premises Related Expenses			
Repairs, Alterations & Maintenance	17,000	17,000	11,332 a)
Electricity	500	500	695
Vale Rise Depot Recharge	1,800	1,850	1,784
Premises Insurance	100	50	58
Supplies & Services			
Purchases - Equipment & Materials	5,000	5,000	3,304
	<hr/>	<hr/>	<hr/>
<u>Sub-total</u>	107,200	107,400	98,971
Central, Departmental & Technical Support Services			
Central Salaries & Administration	6,900	7,050	6,980
Information Technology Expenses	1,950	2,550	2,408
Departmental Administrative Expenses	31,500	30,800	30,085
Depreciation & Impairment			
Non-Current Asset Depreciation	1,250	1,250	1,243
	<hr/>	<hr/>	<hr/>
<u>TO SUMMARY</u>	148,800	149,050	139,687
	<hr/>	<hr/>	<hr/>
Full Time Equivalent Number of Staff (including Support Service Staff)	1.94	1.93	

a) Long-term sickness within the engineering team has impacted on delivery of work.

DIRECTOR OF STREET SCENE, LEISURE AND TECHNICAL SERVICES

23. SECURITY SERVICES MANAGEMENT

	ORIGINAL ESTIMATE £	2022/23 REVISED ESTIMATE £	PROVISIONAL OUTTURN £
Employees			
Salaries	29,200	29,550	29,554
Premises Related Expenses			
Electricity	450	450	498
Supplies & Services			
Purchases - Equipment & Materials	1,500	1,500	173
Maintenance - General	12,000	12,000	5,863 a)
Miscellaneous Insurance	3,550	2,450	2,465
Third Party Payments			
CCTV Monitoring Station	156,000	156,000	163,093 b)
	<hr/>	<hr/>	<hr/>
	202,700	201,950	201,646
Less Income			
Recharge to Parking Services	(167,300)	(174,350)	(177,017)
	<hr/>	<hr/>	<hr/>
<u>Sub-total</u>	35,400	27,600	24,629
Central, Departmental & Technical Support Services			
Central Salaries & Administration	4,950	5,000	4,963
Information Technology Expenses	750	1,000	943
Departmental Administrative Expenses	13,750	13,600	13,317
Depreciation & Impairment			
Non-Current Asset Depreciation	7,000	17,300	21,620
	<hr/>	<hr/>	<hr/>
<u>TO SUMMARY</u>	61,850	64,500	65,472
	<hr/>	<hr/>	<hr/>
Full Time Equivalent Number of Staff (including Support Service Staff)	0.77	0.78	

- a) No requirement to purchase new body cameras as existing cameras are less than one year old, covered by warranty and data paid in advance.
- b) Overspend due to core system failure repairs and other contractual fault repairs not covered by capital renewals.

DIRECTOR OF STREET SCENE, LEISURE AND TECHNICAL SERVICES

**24. BOROUGH DRAINAGE
& LAND DRAINAGE RELATED WORK**

Employees

Salaries	39,300	39,350	38,728
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Supplies & Services

Purchases - Equipment & Materials	750	750	-
Professional Fees	4,950	5,400	5,400
Capital Grants & Contributions (RECS)	500,000	125,000	125,000

Third Party Payments

Contract Payments	2,100	2,100	2,220
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Sub-total

547,100	172,600	171,348
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**Central, Departmental & Technical
Support Services**

Central Salaries & Administration	1,800	1,850	1,825
Information Technology Expenses	550	700	660
Departmental Administrative Expenses	18,650	16,150	15,635

Depreciation & Impairment

Non-Current Asset Depreciation	100	100	87
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TO SUMMARY

568,200	191,400	189,555
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Full Time Equivalent Number of Staff
(including Support Service Staff)

0.94	0.89
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DIRECTOR OF STREET SCENE, LEISURE AND TECHNICAL SERVICES

25. CIVIL CONTINGENCIES

Employees

Salaries

65,900

66,100

65,367

Supplies & Services

Purchases - Equipment & Materials

500

500

578

Provision of Sandbags

500

500

500

Out of Hours Call Service

15,450

8,800

10,115

Other Expenses

250

250

125

Contribution to Kent Resilience Forum

17,150

14,600

14,613

Sub-total

99,750

90,750

91,298

Central, Departmental & Technical

Support Services

Central Salaries & Administration

34,950

34,550

34,434

Information Technology Expenses

150

200

200

Departmental Administrative Expenses

31,600

27,400

26,537

TO SUMMARY

166,450

152,900

152,469

Full Time Equivalent Number of Staff

1.91

1.81

(including Support Service Staff)

CAPITAL OUTTURN
SUMMARY OF SERVICES

	Expenditure To 31/03/22	2022/23 Including Prior Year Slippage	2022/23 Actual to 31 March 2023
	£'000	£'000	£'000
Capital Plan Schemes			
Planning, Housing & Environmental Health	1,554	56	(76)
Street Scene, Leisure & Technical Services	108	784	667
Corporate	15	12	0
Sub-total	1,677	852	591
Capital Renewals			
Planning, Housing & Environmental Health	n/a	0	0
Street Scene, Leisure & Technical Services	n/a	590	158
Corporate	n/a	125	35
Sub-total	n/a	715	193
Total	1,677	1,567	784

CAPITAL OUTTURN
PLANNING, HOUSING AND ENVIRONMENTAL HEALTH

	Expenditure To 31/03/22	2022/23 Including Prior Year Slippage	2022/23 Actual to 31 March 2023
	£'000	£'000	£'000
Capital Plan Schemes			
Housing			
Grants	n/a	30	(10)
Temporary Accommodation	1,554	16	(77)
Environmental Health	n/a	10	11
Sub-total	1,554	56	(76)
Capital Renewals	n/a	0	0
Total Planning, Housing and Environmental Health	1,554	56	(76)

CAPITAL OUTTURN
PLANNING, HOUSING AND ENVIRONMENTAL HEALTH

	Code	Expenditure To 31/03/22	2022/23 Including Prior Year Slippage	2022/23 Actual to 31 March 2023	Notes
		£'000	£'000	£'000	
Housing					
(a) Disabled Facility Grants					
(i) Mandatory Grants	P03AC	n/a	1,956	854	Government grant support of £831,000 attributed to 2022/23 and a further £86,000 of grant funding applied to related revenue initiatives in 2022/23. Unused government grant carried forward to 2023/24.
Less repayments		n/a	(10)	(23)	
(ii) Government Grant		n/a	(1,946)	(831)	
Sub-total		n/a	0	0	
(b) Housing Assistance	P03AD	n/a	60	35	
Less repayments		n/a	(30)	(45)	
Sub-total		n/a	30	(10)	
Total Grants to Summary		n/a	30	(10)	
(c) Temporary Accommodation					
(i) 4 Dwellings Pembury Road, Tonbridge	P03AX	2,060	150	67	Revised plans agreed and works carried out to convert two of the four dwellings. The remaining budget is under consideration at 31 March 2023.
Less Developer Contributions		(506)	(354)	(354)	
Sub-total		1,554	(204)	(287)	
(ii) Ground Floor Unit High Street, Tonbridge	P03AY	n/a	10	0	Purchase of Freehold completed in April 2022.
(iii) Freehold of 47 High Street, Tonbridge	P03AZ	n/a	210	210	
Total Temporary Accommodation to Summary		1,554	16	(77)	

CAPITAL OUTTURN
PLANNING, HOUSING AND ENVIRONMENTAL HEALTH

	Code	Expenditure To 31/03/22	2022/23 Including Prior Year Slippage	2022/23 Actual to 31 March 2023	Notes
		£'000	£'000	£'000	
Environmental Health					
(a) Air Quality Monitoring Station	P02EN	n/a	10	11	
(b) Anti-idling Campaign Project Less Government Grant	P02EM	n/a	31 (31)	20 (20)	
Sub-total		n/a	10	11	
Total Environmental Health to Summary		n/a	10	11	

CAPITAL OUTTURN
STREET SCENE, LEISURE & TECHNICAL SERVICES

	Expenditure To 31/03/22	2022/23 Including Prior Year Slippage	2022/23 Actual to 31 March 2023
	£'000	£'000	£'000
Capital Plan Schemes			
Street Scene	n/a	275	322
Leisure			
Sports Grounds	33	177	62
Larkfield Leisure Centre	0	140	126
Open Spaces	72	0	0
Technical Services			
Car Parking	0	30	28
Transportation	3	37	4
Land Drainage / Flood Defence	0	125	125
Sub-total	108	784	667
Capital Renewals	n/a	590	158
Total Street Scene, Leisure & Technical Services	108	1,374	825

CAPITAL OUTTURN
STREET SCENE, LEISURE & TECHNICAL SERVICES

	Code	Expenditure To 31/03/22	2022/23 Including Prior Year Slippage	2022/23 Actual to 31 March 2023	Notes
		£'000	£'000	£'000	
Street Scene					
(a) Green Waste Bins Growth / Replacement	P02BC	n/a	160	172	A combination of higher demand for subscription services, and the requirement to pre-order units due to supplier shortage and protracted lead times has lead to an overspend against budgets in 2022/23.
(b) Refuse Bins Growth / Replacement	P02DA	n/a	75	102	
(c) Garden Waste Bin Replacement	P03CF	n/a	40	48	
Total Street Scene to Summary		n/a	275	322	
Sports Grounds					
(d) Racecourse Sports Ground Riverside Revetment Less Grants	P05DD	50 (17)	175 (11)	58 (2)	Further consideration being given to most effective option to address bank erosion. Remaining budget will be applied to 2023/24.
Sub-total		33	164	56	
(e) Racecourse Sportsground Rugby Pitch Drainage Less Developer Contributions	P05DE	10 (10)	21 (8)	5	
Sub-total		0	13	5	
(f) Tonbridge Farm Sportsground Site Improvements Less Grants & Developer Contributions	P05DF	n/a n/a	40 (40)	40 (39)	
Sub-total		0	0	1	
Total Sports Grounds to Summary		33	177	62	
Larkfield Leisure Centre					
(g) Photovoltaic System	P05LR	n/a	140	126	Scheme to be completed in early 2023/24.
Total Larkfield Leisure Centre to Summary		0	140	126	

CAPITAL OUTTURN
STREET SCENE, LEISURE & TECHNICAL SERVICES

	Code	Expenditure To 31/03/22	2022/23 Including Prior Year Slippage	2022/23 Actual to 31 March 2023	Notes
		£'000	£'000	£'000	
Open Spaces					
(a) Leybourne Lakes Country Park Facility Improvements Less Grants & Developer Contributions	P05FF	544 (472)	393 (393)	385 (385)	Scheme completed in 2022/23.
Sub-total		72	0	0	
Total Open Spaces to Summary		72	0	0	

CAPITAL OUTTURN
STREET SCENE, LEISURE & TECHNICAL SERVICES

	Code	Expenditure To 31/03/22	2022/23 Including Prior Year Slippage	2022/23 Actual to 31 March 2023	Notes
		£'000	£'000	£'000	
Car Parking					
(a) Existing Car Parks Improvement Rolling Programme Less Grants & Contributions	P01AB	n/a	30	125 (97)	
Sub-total		0	30	28	
Total Car Parking to Summary		0	30	28	
Transportation					
(b) Electric Vehicle Charging Points Less Grants & Contributions	P01EA	3	117 (80)	4	Scheme to be completed in 2023/24.
Sub-total		3	37	4	
Total Transportation to Summary		3	37	4	
Land Drainage / Flood Defence					
(c) Leigh FSA Enhancement Contribution	P01HV	n/a	125	125	
Total Land Drainage / Flood Defence to Summary		0	125	125	

CAPITAL OUTTURN
STREET SCENE, LEISURE & TECHNICAL SERVICES

	Code	Expenditure To 31/03/22	2022/23 Including Prior Year Slippage	2022/23 Actual to 31 March 2023	Notes
		£'000	£'000	£'000	
Capital Renewals					
Sports Grounds & Open Spaces Less Grant & Contributions	P05KGBC05	n/a	70	8	} Underspend / carry forward to 2023/24 to be reviewed Autumn 2023. } } } } } } } } } } } } } }
		n/a	70	8	
Technical Services					
(a) CCTV Capital Renewals	P01BA	n/a	37	38	
(b) Car Parking	P01JF	n/a	4		
Sub-total		n/a	111	46	
Leisure Centres					
(c) Angel Centre	P05KGBC01	n/a	56	6	
(d) Larkfield Leisure Centre	P05KGBC02	n/a	191	39	
(e) Tonbridge Swimming Pool	P05KGBC04	n/a	220	40	
(f) Poult Wood Golf Clubhouse	P05KGBC03	n/a	104	20	
Course	P05KGBC07	n/a	18	10	
Grounds Maintenance	P05KGBC06	n/a	50	(3)	
			639	112	
Provision for inflation	P05KZ	n/a			
Savings Target (assumes 25%)		n/a	(160)		
Sub-total			479	112	
Total Capital Renewals to Summary		n/a	590	158	

CAPITAL OUTTURN
CORPORATE

	Expenditure To 31/03/22	2022/23 Including Prior Year Slippage	2022/23 Actual to 31 March 2023
	£'000	£'000	£'000
Capital Plan Schemes			
Land & Property	10	0	0
Information Technology Initiatives	5	12	0
Other Schemes	0	0	0
Sub-total	15	12	0
Capital Renewals	n/a	125	35
Total Corporate	15	137	35

**CAPITAL OUTTURN
CORPORATE**

	Code	Expenditure To 31/03/22	2022/23 Including Prior Year Slippage	2022/23 Actual to 31 March 2023	Notes
		£'000	£'000	£'000	
Land & Property					
(a) Tonbridge Castle Offices: Re-tile Roof	P06AA	10			Works deferred to a future date.
Total Land and Property to Summary		10	0	0	
Information Technology Initiatives					
(b) Revenues and Benefits IT Digital Solution	P06EW	5	12		Scheme completed in 2022/23.
Total Information Technology Initiatives to Summary		5	12	0	
Other Schemes					
(c) UK Shared Prosperity Fund Projects/Initiatives:	P06FN				Scheme to be completed in 2023/24.
Mobile CCTV	FN10	n/a	20	21	
Tonbridge Wayfinding	FN20	n/a	25	10	
Less Grants	FN90	n/a	(45)	(31)	
Total Other Schemes to Summary		0	0	0	

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CAPITAL OUTTURN
CORPORATE

	Code	Expenditure To 31/03/22	2022/23 Including Prior Year Slippage	2022/23 Actual to 31 March 2023	Notes
		£'000	£'000	£'000	
Capital Renewals					
(a) General :	P06FA				} Underspend / carry forward to 2023/24 to be reviewed Autumn 2023.
Departmental Administration	GR01	n/a	4		
Print Unit	GR03	n/a			
Telephones	GR05	n/a			
Elections	GR10	n/a			
	Sub-total	n/a	4	0	
(b) Information Technology :	P06FB		121		
Desktop Hardware	FB10	n/a		18	
Mobile Hardware	FB20	n/a		3	
Computer Suite	FB30	n/a			
Other Hardware	FB40	n/a			
Network	FB50	n/a			
Corporate Software	FB60	n/a			
Operational Software	FB70	n/a			
User Software	FB80	n/a		14	
	Sub-total	n/a	121	35	
Total Capital Renewals to Summary		n/a	125	35	

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2022/23

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