

APPENDIX 1 – FIRST QUARTER BUDGET MONITORING

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Part A - First Quarter Revenue Budget 2023/24

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

- A2.1 The table below provides a detailed summary of the budgeted net expenditure position for the services reporting directly into HHE PAC at the end of Quarter 1. The financial figures are presented on an accruals basis (i.e. expenditure for goods and services received, but not yet paid for, is included).
- A2.2 This table now shows the variance split between expenditure and income to give more of an insight into the nature of the variance.

HHE Revenue Budget: NET EXPENDITURE (@ 1st Quarter 2023/24)

| Cost Centre | Approved Budget for Year | Approved Budget to 30 June 2023 | Actual as at 30 June 2023 | Variance as at 30 June 2023 | | | Forecast March 2024 | |
|--|--------------------------|---------------------------------|---------------------------|-----------------------------|----------------|-------------|----------------------|---------------------------|
| | Net £000 | Net £000 | Net £000 | Expenditure £000 | Income £000 | Net £000 | Forecast Net £000 | Forecast Variance £000 |
| Lettable Halls | -4 | -1 | -3 | 2 | 1 | 3 | -4 | 0 |
| Community Halls | 52 | 19 | 11 | 11 | -2 | 9 | 52 | 0 |
| Parks & Open Spaces | 1,026 | 262 | 259 | 3 | -0 | 2 | 1,026 | 0 |
| Playground Maintenance & Improvements | 154 | 37 | 14 | 23 | 0 | 23 | 154 | 0 |
| Parks Pavilions | 48 | 12 | 4 | 8 | 0 | 8 | 48 | 0 |
| Mote Park | 307 | 73 | 87 | -12 | -1 | -14 | 307 | 0 |
| Allotments | 15 | 3 | 3 | -0 | 0 | -0 | 15 | 0 |
| Cemetery | -19 | 28 | 37 | -7 | -2 | -8 | -19 | 0 |
| National Assistance Act | -0 | -0 | 0 | 1 | -1 | -0 | -0 | 0 |
| Crematorium | -962 | -195 | -171 | -29 | 4 | -24 | -962 | 0 |
| Community Safety | 33 | -169 | -168 | -2 | 1 | -2 | 33 | 0 |
| PCC Grant - Building Safer Communities | 0 | -16 | -19 | 3 | 0 | 3 | 0 | 0 |
| C C T V | 37 | 9 | 8 | 2 | 0 | 2 | 37 | 0 |
| Licences | -5 | -0 | 2 | -0 | -2 | -2 | -5 | 0 |
| Licensing Statutory | -63 | -16 | -14 | -1 | -1 | -1 | -63 | 0 |
| Licensing Non Chargeable | 9 | 2 | 2 | -0 | 0 | -0 | 9 | 0 |
| Dog Control | 30 | 5 | 18 | -13 | -1 | -14 | 30 | 0 |
| Health Improvement Programme | 6 | 6 | 0 | 6 | 0 | 6 | 6 | 0 |
| Pollution Control - General | 16 | 10 | 6 | 4 | 0 | 5 | 16 | 0 |
| Contaminated Land | -3 | -1 | -1 | 0 | 0 | 1 | -3 | 0 |
| Waste Crime | -1 | -2 | 3 | 2 | -7 | -5 | -1 | 0 |
| Food Hygiene | 10 | 1 | -2 | 2 | 1 | 3 | 10 | 0 |
| Sampling | 4 | 1 | 0 | 0 | 0 | 0 | 4 | 0 |
| Occupational Health & Safety | -8 | -2 | -1 | 0 | -1 | -1 | -8 | 0 |
| Infectious Disease Control | 1 | 0 | 0 | 0 | 0 | 0 | 1 | 0 |
| Noise Control | 1 | 0 | 0 | 0 | 0 | 0 | 1 | 0 |
| Pest Control | -12 | -3 | -0 | 0 | -3 | -3 | -12 | 0 |
| Public Conveniences | 300 | 64 | 48 | 16 | 0 | 16 | 300 | 0 |
| Licensing - Hackney & Private Hire | -67 | -23 | -47 | -0 | 25 | 25 | -67 | 0 |
| Street Cleansing | 1,313 | 331 | 326 | -2 | 7 | 5 | 1,313 | 0 |
| Household Waste Collection | 2,276 | 366 | 341 | 11 | 13 | 25 | 2,276 | 0 |
| Commercial Waste Services | -47 | -14 | -27 | 7 | 6 | 13 | -47 | 0 |
| Recycling Collection | 1,846 | 305 | 292 | 24 | -11 | 13 | 1,846 | 0 |

| Cost Centre | Approved Budget for Year | Approved Budget to 30 June 2023 | Actual as at 30 June 2023 | Variance as at 30 June 2023 | | | Forecast March 2024 | |
|--|--------------------------|---------------------------------|---------------------------|-----------------------------|-------------|-------------|---------------------|------------------------|
| | Net £000 | Net £000 | Net £000 | Expenditure £000 | Income £000 | Net £000 | Forecast Net £000 | Forecast Variance £000 |
| Social Inclusion | 0 | -16 | 7 | 26 | -49 | -23 | 0 | 0 |
| Public Health - Obesity | 0 | -116 | -79 | -0 | -37 | -38 | 0 | 0 |
| Public Health - Misc Services | 0 | -22 | -46 | 2 | 22 | 24 | 0 | 0 |
| Strategic Housing Role | 12 | 5 | 5 | 0 | 0 | 0 | 12 | 0 |
| Housing Register & Allocations | 15 | 12 | 11 | 1 | 0 | 1 | 15 | 0 |
| Private Sector Renewal | -47 | -25 | -35 | 9 | 0 | 9 | -47 | 0 |
| HMO Licensing | -20 | -5 | -6 | 0 | 1 | 1 | -20 | 0 |
| Homeless Temporary Accommodation | 910 | 198 | 427 | -269 | 40 | -229 | 1,728 | -818 |
| Homelessness Prevention | 186 | -41 | -34 | -23 | 15 | -8 | 186 | 0 |
| Aylesbury House | 31 | 20 | 9 | 8 | 3 | 11 | 31 | 0 |
| Magnolia House | 44 | 11 | 10 | 0 | 1 | 2 | 44 | 0 |
| St Martins House | 5 | 1 | 1 | 0 | 0 | 0 | 5 | 0 |
| Marsham Street | 42 | 11 | 7 | 4 | -1 | 3 | 42 | 0 |
| Sundry Temporary Accommodation (TA) Properties | 26 | 6 | 3 | 3 | 1 | 3 | 26 | 0 |
| 2 Bed Property - Temporary Accommodation | -26 | -7 | -8 | 2 | -1 | 0 | -26 | 0 |
| 3 Bed Property - Temporary Accommodation | -58 | -15 | 15 | -31 | 1 | -30 | -58 | 0 |
| 4 bed Property - Temporary Accommodation | -16 | -4 | -8 | 6 | -2 | 4 | -16 | 0 |
| 1 Bed Property- Temporary Accommodation | 17 | 9 | 8 | 1 | 0 | 2 | 17 | 0 |
| Trinity | -13 | 14 | 22 | -9 | 1 | -8 | -13 | 0 |
| Chillington House | -5 | -1 | -2 | 2 | -1 | 1 | -5 | 0 |
| Long Lease Properties | 10 | 3 | 5 | -2 | -0 | -2 | 10 | 0 |
| St Pauls Vicarage | 0 | 0 | 4 | -5 | 2 | -4 | 0 | 0 |
| Marden Caravan Site (Stilebridge Lane) | -22 | -5 | -1 | -12 | 7 | -4 | -22 | 0 |
| Ulcombe Caravan Site (Water Lane) | 7 | -1 | 26 | -30 | 3 | -27 | 7 | 0 |
| Head of Environment and Public Realm | 119 | 30 | 29 | 0 | 0 | 0 | 119 | 0 |
| Bereavement Services Section | 322 | 81 | 75 | 7 | 0 | 7 | 322 | 0 |
| Community Partnerships & Resilience Section | 553 | 138 | 125 | 13 | 0 | 13 | 553 | 0 |
| Licensing Section | 127 | 32 | 23 | 3 | 6 | 8 | 127 | 0 |
| Environmental Protection Section | 294 | 74 | 50 | 23 | 0 | 23 | 294 | 0 |
| Food and Safety Section | 288 | 72 | 75 | -3 | 0 | -3 | 288 | 0 |
| Depot Services Section | 968 | 241 | 203 | 39 | -2 | 38 | 921 | 47 |
| New Business & Housing Development | 121 | 30 | 30 | 1 | -1 | -0 | 121 | 0 |
| Head of Housing & Community Services | 117 | 29 | 29 | 0 | 0 | 0 | 117 | 0 |
| Homechoice Section | 258 | -22 | -24 | 1 | 0 | 1 | 258 | 0 |
| Housing & Inclusion Section | 285 | -511 | -528 | 17 | 0 | 17 | 285 | 0 |
| Housing & Health Section | 300 | -179 | -205 | 23 | 3 | 26 | 300 | 0 |
| Housing Management | 338 | -80 | -92 | 12 | 0 | 12 | 338 | 0 |
| Homelessness Outreach | 52 | -363 | -364 | 0 | 0 | 0 | 52 | 0 |
| Accommodation Resource Team | 118 | -6 | -8 | 2 | 0 | 2 | 118 | 0 |
| Salary Slippage | -439 | -110 | 0 | -110 | 0 | -110 | -439 | 0 |
| Fleet Workshop & Management | 251 | 63 | 44 | 19 | 0 | 19 | 251 | 0 |
| MBS Support Crew | -44 | -11 | -18 | 11 | -4 | 7 | -44 | 0 |
| Totals | 11,422 | 632 | 795 | -200 | 37 | -163 | 12,193 | -771 |

By Cabinet Member

| Cost Centre | Approved Budget for Year | Approved Budget to 30 June 2023 | Actual as at 30 June 2023 | Variance as at 30 June 2023 | | | Forecast March 2024 | |
|---|--------------------------|---------------------------------|---------------------------|-----------------------------|----------|-------------|---------------------|-------------------|
| | Net | Net | Net | Expenditure | Income | Net | Forecast Net | Forecast Variance |
| | £000 | £000 | £000 | £000 | £000 | £000 | £000 | £000 |
| Lettable Halls | -4 | -1 | -3 | 2 | 1 | 3 | -4 | 0 |
| Community Halls | 52 | 19 | 11 | 11 | -2 | 9 | 52 | 0 |
| Community Safety | 33 | -169 | -168 | -2 | 1 | -2 | 33 | 0 |
| PCC Grant - Building Safer Communities | 0 | -16 | -19 | 3 | 0 | 3 | 0 | 0 |
| C C T V | 37 | 9 | 8 | 2 | 0 | 2 | 37 | 0 |
| Social Inclusion | 0 | -16 | 7 | 26 | -49 | -23 | 0 | 0 |
| Public Health - Obesity | 0 | -116 | -79 | -0 | -37 | -38 | 0 | 0 |
| Public Health - Misc Services | 0 | -22 | -46 | 2 | 22 | 24 | 0 | 0 |
| Strategic Housing Role | 12 | 5 | 5 | 0 | 0 | 0 | 12 | 0 |
| Housing Register & Allocations | 15 | 12 | 11 | 1 | 0 | 1 | 15 | 0 |
| Private Sector Renewal | -47 | -25 | -35 | 9 | 0 | 9 | -47 | 0 |
| HMO Licensing | -20 | -5 | -6 | 0 | 1 | 1 | -20 | 0 |
| Homeless Temporary Accommodation | 910 | 198 | 427 | -269 | 40 | -229 | 1,728 | -818 |
| Homelessness Prevention | 186 | -41 | -34 | -23 | 15 | -8 | 186 | 0 |
| Aylesbury House | 31 | 20 | 9 | 8 | 3 | 11 | 31 | 0 |
| Magnolia House | 44 | 11 | 10 | 0 | 1 | 2 | 44 | 0 |
| St Martins House | 5 | 1 | 1 | 0 | 0 | 0 | 5 | 0 |
| Marsham Street | 42 | 11 | 7 | 4 | -1 | 3 | 42 | 0 |
| Sundry Temporary Accommodation (TA) Properties | 26 | 6 | 3 | 3 | 1 | 3 | 26 | 0 |
| 2 Bed Property - Temporary Accommodation | -26 | -7 | -8 | 2 | -1 | 0 | -26 | 0 |
| 3 Bed Property - Temporary Accommodation | -58 | -15 | 15 | -31 | 1 | -30 | -58 | 0 |
| 4 bed Property - Temporary Accommodation | -16 | -4 | -8 | 6 | -2 | 4 | -16 | 0 |
| 1 Bed Property- Temporary Accommodation | 17 | 9 | 8 | 1 | 0 | 2 | 17 | 0 |
| Trinity | -13 | 14 | 22 | -9 | 1 | -8 | -13 | 0 |
| Chillington House | -5 | -1 | -2 | 2 | -1 | 1 | -5 | 0 |
| Long Lease Properties | 10 | 3 | 5 | -2 | -0 | -2 | 10 | 0 |
| St Pauls Vicarage | 0 | 0 | 4 | -5 | 2 | -4 | 0 | 0 |
| Marden Caravan Site (Stilebridge Lane) | -22 | -5 | -1 | -12 | 7 | -4 | -22 | 0 |
| Ulcombe Caravan Site (Water Lane) | 7 | -1 | 26 | -30 | 3 | -27 | 7 | 0 |
| Community Partnerships & Resilience Section | 553 | 138 | 125 | 13 | 0 | 13 | 553 | 0 |
| New Business & Housing Development | 121 | 30 | 30 | 1 | -1 | -0 | 121 | 0 |
| Head of Housing & Community Services | 117 | 29 | 29 | 0 | 0 | 0 | 117 | 0 |
| Homechoice Section | 258 | -22 | -24 | 1 | 0 | 1 | 258 | 0 |
| Housing & Inclusion Section | 285 | -511 | -528 | 17 | 0 | 17 | 285 | 0 |
| Housing & Health Section | 300 | -179 | -205 | 23 | 3 | 26 | 300 | 0 |
| Housing Management | 338 | -80 | -92 | 12 | 0 | 12 | 338 | 0 |
| Homelessness Outreach | 52 | -363 | -364 | 0 | 0 | 0 | 52 | 0 |
| Accommodation Resource Team | 118 | -6 | -8 | 2 | 0 | 2 | 118 | 0 |
| Salary Slippage | -439 | -110 | 0 | -110 | 0 | -110 | -439 | 0 |
| Sub-Total: Cabinet Member for Health & Housing | 2,922 | -1,201 | -865 | -343 | 8 | -335 | 3,740 | -818 |

| Cost Centre | Approved Budget for Year | Approved Budget to 30 June 2023 | Actual as at 30 June 2023 | Variance as at 30 June 2023 | | | Forecast March 2024 | |
|---|--------------------------|---------------------------------|---------------------------|-----------------------------|-----------|-------------|---------------------|-------------------|
| | Net | Net | Net | Expenditure | Income | Net | Forecast Net | Forecast Variance |
| | £000 | £000 | £000 | £000 | £000 | £000 | £000 | £000 |
| Parks & Open Spaces | 1,026 | 262 | 259 | 3 | -0 | 2 | 1,026 | 0 |
| Playground Maintenance & Improvements | 154 | 37 | 14 | 23 | 0 | 23 | 154 | 0 |
| Parks Pavilions | 48 | 12 | 4 | 8 | 0 | 8 | 48 | 0 |
| Mote Park | 307 | 73 | 87 | -12 | -1 | -14 | 307 | 0 |
| Allotments | 15 | 3 | 3 | -0 | 0 | -0 | 15 | 0 |
| Cemetery | -19 | 28 | 37 | -7 | -2 | -8 | -19 | 0 |
| National Assistance Act | -0 | -0 | 0 | 1 | -1 | -0 | -0 | 0 |
| Crematorium | -962 | -195 | -171 | -29 | 4 | -24 | -962 | 0 |
| Licences | -5 | -0 | 2 | -0 | -2 | -2 | -5 | 0 |
| Licensing Statutory | -63 | -16 | -14 | -1 | -1 | -1 | -63 | 0 |
| Licensing Non Chargeable | 9 | 2 | 2 | -0 | 0 | -0 | 9 | 0 |
| Dog Control | 30 | 5 | 18 | -13 | -1 | -14 | 30 | 0 |
| Health Improvement Programme | 6 | 6 | 0 | 6 | 0 | 6 | 6 | 0 |
| Pollution Control - General | 16 | 10 | 6 | 4 | 0 | 5 | 16 | 0 |
| Contaminated Land | -3 | -1 | -1 | 0 | 0 | 1 | -3 | 0 |
| Waste Crime | -1 | -2 | 3 | 2 | -7 | -5 | -1 | 0 |
| Food Hygiene | 10 | 1 | -2 | 2 | 1 | 3 | 10 | 0 |
| Sampling | 4 | 1 | 0 | 0 | 0 | 0 | 4 | 0 |
| Occupational Health & Safety | -8 | -2 | -1 | 0 | -1 | -1 | -8 | 0 |
| Infectious Disease Control | 1 | 0 | 0 | 0 | 0 | 0 | 1 | 0 |
| Noise Control | 1 | 0 | 0 | 0 | 0 | 0 | 1 | 0 |
| Pest Control | -12 | -3 | -0 | 0 | -3 | -3 | -12 | 0 |
| Public Conveniences | 300 | 64 | 48 | 16 | 0 | 16 | 300 | 0 |
| Licensing - Hackney & Private Hire | -67 | -23 | -47 | -0 | 25 | 25 | -67 | 0 |
| Street Cleansing | 1,313 | 331 | 326 | -2 | 7 | 5 | 1,313 | 0 |
| Household Waste Collection | 2,276 | 366 | 341 | 11 | 13 | 25 | 2,276 | 0 |
| Commercial Waste Services | -47 | -14 | -27 | 7 | 6 | 13 | -47 | 0 |
| Recycling Collection | 1,846 | 305 | 292 | 24 | -11 | 13 | 1,846 | 0 |
| Head of Environment and Public Realm | 119 | 30 | 29 | 0 | 0 | 0 | 119 | 0 |
| Bereavement Services Section | 322 | 81 | 75 | 7 | 0 | 7 | 322 | 0 |
| Licensing Section | 127 | 32 | 23 | 3 | 6 | 8 | 127 | 0 |
| Environmental Protection Section | 294 | 74 | 50 | 23 | 0 | 23 | 294 | 0 |
| Food and Safety Section | 288 | 72 | 75 | -3 | 0 | -3 | 288 | 0 |
| Depot Services Section | 968 | 241 | 203 | 39 | -2 | 38 | 921 | 47 |
| Fleet Workshop & Management | 251 | 63 | 44 | 19 | 0 | 19 | 251 | 0 |
| MBS Support Crew | -44 | -11 | -18 | 11 | -4 | 7 | -44 | 0 |
| Sub-Total: Cabinet Member for Environmental Services | 8,500 | 1,833 | 1,660 | 143 | 30 | 173 | 8,453 | 47 |
| Totals | 11,422 | 632 | 795 | -200 | 37 | -163 | 12,193 | -771 |

A2) HHE Revenue Budget: Significant Variances

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

A2.2 The table below highlights and provides further detail on the most significant variances at the end of Quarter 1.

HHE PAC Variances (@ 1st Quarter 2023/24)

| | Positive Variance Q4 | Adverse Variance Q4 | Year End Forecast Variance |
|--|----------------------|---------------------|----------------------------|
| Housing, Health & Environment | £000 | | |
| Homeless Temporary Accommodation – The ongoing economic crisis means that demand for this service continues to be high. Properties are continuing to be purchased to provide further accommodation which should reduce costs going forward. | | -229 | -818 |

Part B - First Quarter Capital Budget 2023/24

B1) Capital Budget 2023/24 (@ 1st Quarter 2023/24)

| Capital Programme Heading | Adjusted Estimate 2023/24 £000 | Actual to June 2023 £000 | Budget Remaining £000 | Q2 Profile £000 | Q3 Profile £000 | Q4 Profile £000 | Projected Total Expenditure £000 | Projected Slippage to 2024/25 £000 |
|---|-----------------------------------|-----------------------------|--------------------------|--------------------|--------------------|--------------------|-------------------------------------|---------------------------------------|
| Housing, Health & Environment | | | | | | | | |
| Private Rented Sector Housing | 3,948 | 766 | 3,182 | 1,000 | 1,092 | 957 | 3,815 | 133 |
| 1,000 Homes Affordable Housing Programme - Expenditure | 8,618 | 1,617 | 7,001 | 600 | 760 | 970 | 3,947 | 4,671 |
| 1,000 Homes Affordable Housing Programme - Social Housing Grant | -5,790 | -2,371 | -3,419 | -2,100 | -629 | -690 | -5,790 | |
| Temporary Accommodation | 15,879 | 1,573 | 14,306 | 5,355 | 3,791 | 5,161 | 15,879 | |
| Commercial Development - Maidstone East | 356 | | 356 | 10 | 10 | 50 | 70 | 286 |
| Heather House Community Centre | 319 | | 319 | | 50 | 100 | 150 | 169 |
| Housing - Disabled Facilities Grants Funding | 1,212 | 203 | 1,009 | 250 | 300 | 300 | 1,053 | 159 |
| Acquisitions Officer - Social Housing Delivery Partnership | 180 | 18 | 161 | 40 | 40 | 40 | 138 | 41 |
| Street Scene Investment | 50 | 37 | 13 | 13 | | | 50 | 0 |
| Flood Action Plan | 618 | 6 | 612 | | 40 | | 46 | 572 |
| Installation of Public Water Fountains | 15 | | 15 | | | | | 15 |
| Crematorium & Cemetery Development Plan | 9 | 1 | 8 | | | | 1 | 8 |
| Continued Improvements to Play Areas | 144 | 3 | 142 | | | | 3 | 142 |
| Parks Improvements | 69 | 29 | 40 | 20 | | 20 | 69 | 0 |
| Gypsy & Traveller Sites Refurbishment | 131 | | 131 | 50 | | | 50 | 81 |
| Waste Crime Team - Additional Resources | 25 | | 25 | 25 | | | 25 | |
| Section 106 funded works - Open Spaces | 517 | | 517 | 150 | 175 | 192 | 517 | 0 |
| Expansion of Cemetery | 80 | | 80 | 15 | 15 | 10 | 40 | 40 |
| Expansion of Crematorium | 340 | 6 | 334 | | 100 | 234 | 340 | -0 |
| Purchase of New Waste Collection Vehicles | 5,800 | | 5,800 | | | 5,800 | 5,800 | |
| Total | 32,522 | 1,887 | 30,635 | 5,428 | 5,744 | 13,144 | 26,203 | 6,319 |

B2) Capital Budget Variances (@ 1st Quarter 2023/24)

Housing, Health & Environment

Private Sector Rented Housing/1,000 Homes Affordable Housing Programme - A number of schemes are at various stages of development at present, and further land/property acquisitions are likely to take place before the end of the financial year. Some schemes will also contain elements of both private rented and affordable housing so the costs may change depending on the mix at the sites where this happens.

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