

2020/21

Revenue and Capital Outturn



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Cabinet 2 June 2021
General Fund Revenue Outturn 2020/21
SUMMARY

	ORIGINAL ESTIMATE £	2020/21 REVISED ESTIMATE £	PROVISIONAL OUTTURN £
Corporate Services	3,568,250	3,323,350	3,254,198
Chief Executive	968,750	(543,200)	701,741
Director of Central Services	458,150	637,950	254,359
Director of Finance & Transformation	1,404,150	1,658,800	1,168,939
Director of Planning, Housing & Environmental Health	4,306,900	4,382,950	3,764,242
Director of Street Scene, Leisure & Technical Services	6,794,800	9,732,050	9,617,540
Sub Total	17,501,000	19,191,900	18,761,019
Capital Accounting Reversals			
Non-Current Asset Depreciation	(3,165,850)	(2,860,800)	(2,778,154)
Non-Current Asset Impairment	-	-	(63,833)
Contributions to / (from) Reserves			
Building Repairs Reserve			
Withdrawals to fund expenditure	(1,410,400)	(1,352,900)	(697,353)
Contribution to Reserve	1,075,000	1,075,000	1,075,000
Earmarked Reserves (see page S 2)			
Contributions from Reserves	(912,450)	(1,209,200)	(1,126,196)
Contributions to Reserves	3,949,300	13,419,250	14,289,797
Revenue Reserve for Capital Schemes			
Withdrawals to fund expenditure			
Non-Current Assets	(2,587,000)	(2,241,000)	(1,194,082)
Revenue Expenditure Funded from Capital	(155,000)	(30,000)	29,859
Other contributions to / (from) Reserve (net)	850,000	1,407,000	1,307,000
Capital Expenditure Charged to General Fund	2,587,000	2,241,000	1,194,082
Government Grants			
New Homes Bonus	(3,375,050)	(3,375,050)	(3,375,063)
Under-indexing Business Rates Multiplier	(92,250)	(92,250)	(41,069)
Covid-19 Support Grant	-	(1,736,000)	(1,736,028)
Tax Income Guarantee	-	(1,200,000)	(1,559,164)
Sharing of Collection Fund Deficits	-	(200,000)	(1,587,717)
New Burdens Grants	-	-	(9,336)
Contributions from KCC	-	(200,000)	(200,047)
Revenue Adjustments	-	-	646
Sub Total	14,264,300	22,836,950	22,289,361
National Non-Domestic Rates			
Share of National Non-Domestic Rates	(22,918,471)	(22,918,471)	(22,918,471)
Tariff / (Top Up)	21,310,255	21,310,255	21,310,255
Levy / (Safety Net)	22,100	(440,000)	6,949
Business Rates Pool	100,850	-	75,306
Small Business Rate Relief Grant	(931,000)	(1,141,000)	(1,143,817)
Covid-19 Business Rates Relief Measures			
Expanded Retail Discount Grant	-	(7,826,250)	(8,126,677)
Nursery Discount Grant	-	(67,500)	(67,478)
Retail Relief Grant	(281,800)	(281,800)	(18,034)
Supporting Small Business Grant	(11,250)	(6,400)	(6,378)
Public House Relief Grant	-	(200)	(200)
Discretionary Relief Grant	(17,950)	(1,100)	(1,119)
Collection Fund Adjustments			
Council Tax (Surplus) / Deficit	(66,826)	(66,826)	(66,826)
National Non-Domestic Rates (Surplus) / Deficit	(823,094)	(823,094)	(823,094)
Sub Total	10,647,114	10,574,564	10,509,777
Contribution to / (from) General Revenue Reserve	371,950	444,500	509,287
Balance to be met from Council Tax Payers	11,019,064	11,019,064	11,019,064

Cabinet 2 June 2021
General Fund Revenue Outturn 2020/21
EARMARKED RESERVES

	ORIGINAL ESTIMATE £	2020/21 REVISED ESTIMATE £	PROVISIONAL OUTTURN £
Contributions from Earmarked Reserves			
Asset Review Reserve	-	(3,000)	(3,000)
Business Rates Retention Scheme Reserve	(190,400)	(112,700)	(110,958)
Climate Change Reserve	-	(17,000)	-
Covid-19 Reserve	-	(40,550)	(40,538)
Economic Development Reserve	(5,900)	(7,250)	(2,041)
Homelessness Reserve	(116,500)	(462,000)	(282,537)
Housing Assistance Reserve	(91,600)	-	-
Housing Survey Reserve	-	(26,450)	(26,453)
Invest to Save Reserve	(45,000)	(83,450)	(47,329)
Local Development Framework Reserve	(317,500)	(316,200)	(288,958)
Public Health Reserve	(5,550)	(17,150)	(17,466)
Repossession Prevention Fund Reserve	(2,000)	(2,000)	(5,823)
Tonbridge & Malling Leisure Trust Reserve	(138,000)	(59,500)	(241,620)
Transformation Reserve	-	(39,350)	(36,879)
Waste & Street Scene Initiatives Reserve	-	(22,600)	(22,594)
	(912,450)	(1,209,200)	(1,126,196)
Contributions to Earmarked Reserves			
Additional Restrictions Support Reserve	-	1,321,500	-
Budget Stabilisation Reserve	3,500,000	2,000,000	2,700,000
Business Rates Retention Scheme Reserve	75,650	9,345,000	10,296,790
Covid-19 Reserve	-	15,000	-
Election Expenses Reserve	25,000	25,000	53,224
Homelessness Reserve	268,650	562,750	567,757
Housing Assistance Reserve	-	-	60,000
Invest to Save Reserve	-	-	50,000
Local Development Framework Reserve	80,000	80,000	398,526
Minimum Energy Efficiency Project	-	-	38,500
Training Reserve	-	-	45,000
Transformation Reserve	-	70,000	80,000
	3,949,300	13,419,250	14,289,797

CORPORATE SERVICES

SUMMARY

	ORIGINAL ESTIMATE	2020/21 REVISED ESTIMATE	PROVISIONAL OUTTURN
	£	£	£
1 SALARIES AND ONCOSTS	12,190,100	12,263,250	11,996,136
2 OVERHEAD EXPENSES	4,415,950	4,253,350	4,188,340
3 RECHARGES TO SERVICE BUDGETS	(14,962,100)	(14,967,050)	(14,636,651)
NON DISTRIBUTED COSTS	1,643,950	1,549,550	1,547,825
4 DEMOCRATIC REPRESENTATION	1,332,250	1,226,950	1,172,826
5 CORPORATE MANAGEMENT	592,050	546,850	533,547
6 CAPITAL PROGRAMME - REVENUE EXP.	-	-	-
	3,568,250	3,323,350	3,254,198
Full Time Equivalent Number of Staff (including Support Service Staff)	20.20	19.36	

CORPORATE SERVICES

1 SALARIES AND ONCOSTS

(a) Salaries

	ORIGINAL ESTIMATE £	2020/21 REVISED ESTIMATE £	PROVISIONAL OUTTURN £
Salaries (see analysis on page CS 17)	8,284,950	8,458,300	8,240,556
Employers' National Insurance Contributions	804,150	797,200	788,234
Employers' Superannuation Contributions	1,434,050	1,429,600	1,389,125
Superannuation Backfunding Lump Sum	1,290,000	1,290,000	1,290,000
Staff Turnover Saving	(120,000)	(100,000)	-
Apprenticeship Scheme / Levy	42,500	27,000	26,818
Ring-fenced sums (Establishment Reviews)	105,650	49,350	-
	<hr/> 11,841,300	<hr/> 11,951,450	<hr/> 11,734,733 a)

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

237.29 239.26

(b) Termination Payments

Additional Annual Pension Contributions	254,100	238,000	231,026
Long Service Awards	-	-	175
	<hr/> 254,100	<hr/> 238,000	<hr/> 231,201

(c) Recruitment & Training

Advertising & Other Recruitment Costs	9,250	7,250	9,905
Training - Course Fees & Expenses	80,000	60,000	14,243 b)
Health Screening & Miscellaneous	2,450	3,500	3,018
Employee Support Scheme	3,000	3,050	3,036
	<hr/> 94,700	<hr/> 73,800	<hr/> 30,202
	<hr/> 12,190,100	<hr/> 12,263,250	<hr/> 11,996,136

a) Management savings generated on the permanent establishment.

b) Reduction in training courses attended due to Covid-19. Balance transferred to the Training reserve.

CORPORATE SERVICES

2 OVERHEAD EXPENSES

(a) COUNCIL OFFICES

Employees

Salaries	145,550	131,300	122,992 a)
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Premises Related Expenses

Maintenance of Grounds	4,150	2,000	665
Energy Costs :			
Electricity	112,000	80,000	75,069
Gas	27,000	25,000	17,084
Rates	317,000	316,500	316,508
Water Services :			
Water Charges (metered)	11,250	9,600	5,963
Sewerage & Environmental Services	12,250	10,400	2,500
Fixture & Fittings	3,000	1,500	522
Cleaning & Domestic Supplies	5,000	6,000	4,799
Insurance	23,750	23,900	23,914
Repairs expenditure	184,350	167,450	93,126 b)

Supplies & Services

Equipment, Furniture & Materials	1,350	1,100	247
Clothing, Uniforms & Laundry	6,450	4,250	3,557
Trade Refuse Charges	9,100	8,700	9,872
Security / Cleaning	10,500	42,000	47,129
Miscellaneous Services	7,300	7,300	7,747

Third Party Payments

Ground Maintenance Contract	2,000	1,950	1,969
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	882,000	838,950	733,663
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Less Income

Customer & Client Receipts	(2,000)	-	-
Solemnization of Marriages	(10,000)	(2,850)	(1,842)
Hire of Tonbridge Council Chamber	(6,000)	(4,500)	(5,112)
Police Accommodation Licence Fee	(29,550)	(29,400)	(28,649)
Rent - Gibson Building	(6,950)	(6,900)	(6,578)
Rent - Tonbridge Castle	(24,300)	(24,100)	(23,899)

	(78,800)	(67,750)	(66,080)
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Sub-total

	803,200	771,200	667,583
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Central, Departmental & Technical Support Services

Central Salaries & Administration	30,150	29,800	28,198
Information Technology Expenses	2,450	2,500	2,477
Departmental Administrative Expenses	32,200	30,000	29,797

Depreciation & Impairment

Non-Current Asset Depreciation	154,650	150,400	150,388
Non-Current Asset Impairment	-	-	63,833 c)

	1,022,650	983,900	942,276
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Full Time Equivalent Number of Staff
(including Support Service Staff)

	5.87	5.49	
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CORPORATE SERVICES

COUNCIL OFFICES

- a) Savings arising from a vacant post within Building & Facilities Management team.
- b) Cyclical and routine servicing expenditure was lower than anticipated.
- c) Reflects the revaluation of office accommodation as at 31st March 2021.

CORPORATE SERVICES

2 OVERHEAD EXPENSES-Continued

(b) PRINTING SECTION & MULTI FUNCTION DEVICES

Employees

Salaries

80,850

76,700

70,715 a)

Supplies & Services

Purchases

1,000

2,300

1,814

Print Room Maintenance & Copy Charges

25,000

10,000

4,236

Multi Function Device Copy Charges

9,000

6,000

4,375

Multi Function Device Leasing Charges

11,200

11,150

11,088

Paper

20,000

12,000

7,008

147,050

118,150

99,236

Less Income

Sales

(25,000)

(5,000)

(9,076)

Recharges to Other Services

(17,000)

(10,000)

(7,345)

(42,000)

(15,000)

(16,421)

Sub-total

105,050

103,150

82,815 b)

Central, Departmental & Technical Support Services

Office Accommodation

40,000

38,900

37,368

Central Salaries & Administration

7,400

7,200

7,110

Information Technology Expenses

10,650

10,700

10,681

Departmental Administrative Expenses

9,900

9,600

8,826

Depreciation & Impairment

Non-Current Asset Depreciation

16,900

14,500

15,375

189,900

184,050

162,175

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

2.70

2.68

a) Savings arising from vacant post within Printing team.

b) Impact of Covid-19 on both costs and income.

CORPORATE SERVICES

2 OVERHEAD EXPENSES-Continued

(c) CUSTOMER SERVICES

Employees

Salaries

248,100

264,800

262,308

Supplies & Services

Purchases

650

1,350

1,182

Uniforms

100

-

-

Stationery

-

50

-

Postage

50

50

92

Mobile Telephones

650

750

771

Office Security

36,000

36,000

31,114 a)

285,550

303,000

295,467

Less Income

Tonbridge Gateway Agreement / Licence

(130,000)

(130,000)

(139,842) b)

Gateway Partner Receipts

(11,300)

(5,000)

- c)

Sub-total

144,250

168,000

155,625

Central, Departmental & Technical Support Services

Central Salaries & Administration

16,300

16,500

16,215

Information Technology Expenses

4,350

4,350

4,350

Departmental Administrative Expenses

157,750

143,600

141,483

322,650

332,450

317,673

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

9.70

10.18

- a) Reflects temporary changes to opening hours as a result of Covid-19.
- b) Increase in contribution required from Kent County Council to cover 'Meet and Greet' staff, overall increase in staff costs, and reduction in share of partner income.
- c) Partners did not use space at Tonbridge Gateway for face to face meetings during the year.

CORPORATE SERVICES

2 OVERHEAD EXPENSES-Continued

(d) GENERAL ADMINISTRATION

Employees

Salaries

4,450

3,750

3,436

Supplies & Services

Insurance

98,650

97,850

97,810

Copyright Licence

2,100

2,100

2,093

Equality Issues

350

-

-

105,550

103,700

103,339

Less Income

Fees & Charges

(100)

(100)

(11)

Sub-total

105,450

103,600

103,328

Central, Departmental & Technical Support Services

Central Salaries & Administration

4,300

4,250

1,239

Departmental Administrative Expenses

600

550

499

110,350

108,400

105,066

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

0.19

0.17

CORPORATE SERVICES

2 OVERHEAD EXPENSES-Continued

(e) DEPARTMENTAL ADMINISTRATION

Staff Transport Related Expenses

Car & Travelling Allowances	199,000	171,850	181,304 a)
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Supplies & Services

Equipment, Furniture & Materials	17,100	13,000	12,244
Office Equipment - Maintenance	2,500	2,300	1,616
Protective Clothing	1,000	300	305
First Aid Supplies	250	200	92
Stationery	8,500	5,650	1,938
Reference Books & Publications	25,600	25,250	23,211
Legal Expenses	50,000	50,000	161,985 b)
Contracted Services	1,800	1,700	3,447
Health & Safety	7,200	7,700	4,211
Postage	20,050	11,150	14,374
Telephones - Calls	2,700	5,300	5,315
Telephones - Other Costs	33,200	32,100	31,117
Mobile Telephones	8,050	9,050	9,233
Subsistence Allowances	100	50	-
Professional Membership Fees	14,850	16,200	14,966
Subscriptions to Organisations	23,800	24,700	26,532
Insurance & Other Expenses	2,500	1,950	3,579
Data Protection Act Registration	5,050	3,000	2,940

423,250

381,450

498,409

Less Income

Recovery of Court Costs	(5,000)	(1,000)	(6,202)
Customer & Client Receipts	(5,000)	(5,000)	(2,383)
Partnership Receipts	(25,900)	(20,850)	(20,838)

(35,900)

(26,850)

(29,423)

Sub-total

387,350

354,600

468,986

Depreciation & Impairment

Non-Current Asset Depreciation	13,450	16,400	11,464
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400,800

371,000

480,450

a) Higher level of mileage claims than originally anticipated.

b) Reflects the engagement of solicitors during the year to provide asset related, procurement, contractual, employment advice and in respect of the Winterfield Lane planning inquiry.

CORPORATE SERVICES

2 OVERHEAD EXPENSES-Continued

(f) DRINKS MACHINES

Supplies & Services

Drinks Machine Purchases

1,500

1,500

114

1,500

1,500

114

Less Income

Customer & Client Receipts

(200)

(50)

(33)

1,300

1,450

81

Sub-total

**Central, Departmental & Technical
Support Services**

Central Salaries & Administration

2,950

2,600

2,392

Depreciation & Impairment

Non-Current Asset Depreciation

750

550

574

5,000

4,600

3,047

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

0.10

0.09

CORPORATE SERVICES

2 OVERHEAD EXPENSES-Continued

(g) INFORMATION TECHNOLOGY SERVICES

	ORIGINAL ESTIMATE £	2020/21 REVISED ESTIMATE £	PROVISIONAL OUTTURN £
Employees			
Salaries	924,050	919,950	883,585 a)
Transport Related Expenses			
Public Transport	1,500	-	-
Supplies & Services			
Equipment - Purchases	6,000	10,000	10,608
Equipment - Maintenance	93,000	88,000	78,062 b)
Printing Consumables	2,500	1,200	632
Insurance	7,300	6,850	6,853
Professional Services / Consultancy	15,000	15,000	30,043 c)
Other Expenses	8,400	6,200	9,097
Software Support, Hire & Maintenance	660,000	660,000	661,735
Telephone leased lines and modems	8,600	500	(2,647)
Kent Connects	20,000	20,000	20,000
	<hr/>	<hr/>	<hr/>
	1,746,350	1,727,700	1,697,968
Less Income			
Contributions from Other Bodies	-	(3,000)	(5,012)
	<hr/>	<hr/>	<hr/>
<u>Sub-total</u>	1,746,350	1,724,700	1,692,956
Central, Departmental & Technical Support Services			
Office Accommodation	113,250	108,850	104,234
Central Salaries & Administration	60,900	63,800	63,151
Departmental Administrative Expenses	87,550	87,700	85,781
Depreciation & Impairment			
Non-Current Asset Depreciation	356,550	283,900	231,531 d)
	<hr/>	<hr/>	<hr/>
	2,364,600	2,268,950	2,177,653
	<hr/>	<hr/>	<hr/>
Full Time Equivalent Number of Staff (including Support Service Staff)	20.85	20.61	

a) Savings as a result of staff vacancies on the permanent establishment.

b) Maintenance costs for both ancillary and computer equipment were lower than anticipated.

c) Reflects primarily consultancy associated with the transition to "cloud" based services.

d) Reflects lower than anticipated expenditure on IT infrastructure and renewal of IT equipment.

CORPORATE SERVICES

3 SALARIES & OVERHEADS

Salaries & Oncosts

	ORIGINAL ESTIMATE £	2020/21 REVISED ESTIMATE £	PROVISIONAL OUTTURN £
Salaries & Oncosts	12,190,100	12,263,250	11,996,136

Overheads

(a) Council Offices	1,022,650	983,900	942,276
(b) Printing & Multi Function Devices	189,900	184,050	162,175
(c) Customer Services	322,650	332,450	317,673
(d) Administration - General	110,350	108,400	105,066
(e) Administration - Departmental	400,800	371,000	480,450
(f) Drinks Machines	5,000	4,600	3,047
(g) Information Technology Services	2,364,600	2,268,950	2,177,653

	16,606,050	16,516,600	16,184,476
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Less Recharge to :

Planning, Housing & Environmental Health	(4,975,150)	(4,761,650)	(4,725,873)
Street Scene, Leisure & Technical	(2,573,750)	(3,196,300)	(3,135,862)
Central Services	(984,900)	(1,027,850)	(992,678)
Finance & Transformation	(2,276,550)	(2,257,650)	(2,189,166)
Corporate Services	(1,610,550)	(1,300,850)	(1,249,816)
Chief Executive	(557,000)	(464,700)	(455,773)
Other Services	(500)	(650)	(646)
Holding Accounts	(1,983,700)	(1,957,400)	(1,886,837)

	(14,962,100)	(14,967,050)	(14,636,651)
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Sub-total

	1,643,950	1,549,550	1,547,825
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TO SUMMARY

	1,643,950	1,549,550	1,547,825
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CORPORATE SERVICES

4 DEMOCRATIC REPRESENTATION & MANAGEMENT

(a) DEMOCRATIC ADMINISTRATION

Employees

Salaries

317,050

303,550

280,656 a)

Premises Related Expenses

Accommodation Expenses (Forum/Area1)

7,000

-

-

Supplies & Services

Members' Meeting Expenses

-

-

460

Twinning Committee Expenses

500

-

-

Subscriptions

16,650

17,200

17,220

Sub-total

341,200

320,750

298,336

Central, Departmental & Technical Support Services

Accommodation & Printing Services

44,450

41,500

31,308 b)

Central Salaries & Administration

250,550

225,400

217,991

Information Technology Expenses

15,100

12,550

10,843

Departmental Administrative Expenses

115,350

113,100

111,723

766,650

713,300

670,201

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

11.17

11.00

Memorandum

Service Salary & Overhead Allocations to Democratic Administration

Administration & Property Services
Chief Executives' Service
Environmental Health & Hsg Services
Financial Services
Legal Services
Personnel Services
Planning Services
Street Scene & Leisure Services
Technical Services

267,750

249,400

222,307

71,650

47,400

47,283

22,600

25,100

25,287

79,600

75,450

75,160

6,800

12,550

13,942

2,250

2,050

2,044

117,150

113,300

109,108

97,600

98,150

96,750

17,550

18,650

18,489

682,950

642,050

610,370

a) Savings arising from a vacant post in Committee Administration team.

b) Reflects reduction in printing costs attributable to Members (see page CS 4).

CORPORATE SERVICES

	ORIGINAL ESTIMATE £	2020/21 REVISED ESTIMATE £	PROVISIONAL OUTTURN £
(b) <u>PAYMENTS TO MEMBERS</u>			
Transport Related Expenses			
Members' Travel & Subsistence	3,500	250	90
Supplies and Services			
Basic Allowance	276,750	276,750	276,748
Special Responsibility Allowance	108,950	102,200	102,212
Mayors' and Deputy Mayors' Allowance	7,400	1,400	1,420
Members' National Insurance	7,500	7,000	6,809
Carers' Allowance	300	50	-
	<hr/>	<hr/>	<hr/>
<u>Sub-total</u>	404,400	387,650	387,279
Central, Departmental & Technical Support Services			
Central Salaries & Administration	16,350	15,750	15,749
Information Technology Expenses	1,750	1,100	958
	<hr/>	<hr/>	<hr/>
	422,500	404,500	403,986
	<hr/>	<hr/>	<hr/>
Full Time Equivalent Number of Staff (including Support Service Staff)	0.31	0.29	

CORPORATE SERVICES

	ORIGINAL ESTIMATE £	2020/21 REVISED ESTIMATE £	PROVISIONAL OUTTURN £
(c) <u>MAYORAL & OTHER MEMBER SUPPORT (INC. MEMBER TRAINING)</u>			
Employees			
Salaries	8,050	1,150	1,160
Transport Related Expenses			
Mayors' Transport Allowance	10,000	5,000	750
Supplies and Services			
Stationery	100	100	47
Insurance	250	200	217
Civic Hospitality	5,000	3,000	(160)
Mobile Telephones	150	150	120
Other Expenses	1,500	1,500	579
<u>Sub-total</u>	25,050	11,100	2,713
Central, Departmental & Technical Support Services			
Central Salaries & Administration	89,900	69,400	67,325
Information Technology Expenses	27,750	28,350	28,319
Departmental Administrative Expenses	400	300	282
	143,100	109,150	98,639
Full Time Equivalent Number of Staff (including Support Service Staff)	1.78	1.52	
<u>SUMMARY</u>			
(a) DEMOCRATIC ADMINISTRATION	766,650	713,300	670,201
(b) PAYMENTS TO MEMBERS	422,500	404,500	403,986
(c) MAYORAL & OTHER MEMBER SUPPORT INC. MEMBER TRAINING	143,100	109,150	98,639
<u>TO SUMMARY</u>	1,332,250	1,226,950	1,172,826

CORPORATE SERVICES

5 CORPORATE MANAGEMENT

(a) CORPORATE POLICY

Employees

Salaries

69,750

67,200

66,947

Central, Departmental & Technical Support Services

Central Salaries & Administration

375,300

319,650

315,215

Information Technology Expenses

-

-

8

Departmental Administrative Expenses

19,200

18,300

18,015

464,250

405,150

400,185

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

5.70

5.32

(b) PUBLIC ACCOUNTABILITY

Supplies and Services

Professional Fees

750

750

677

Advertising

250

250

208

External Audit Fees

42,750

57,150

49,160 a)

Central, Departmental & Technical Support Services

Central Salaries & Administration

84,000

83,500

83,271

Information Technology Expenses

50

50

46

127,800

141,700

133,362

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

1.24

1.23

SUMMARY

(a) CORPORATE POLICY

464,250

405,150

400,185

(b) PUBLIC ACCOUNTABILITY

127,800

141,700

133,362

TO SUMMARY

592,050

546,850

533,547

a) Audit fee approved by Public Sector Audit Appointments Limited to date.

CORPORATE SERVICES

Memorandum

Service Allocations to Corporate Policy

Admin & Property Services
 Chief Executives' Service
 Environmental Health & Housing Services
 Financial Services
 Legal
 Personnel Services
 Planning Services
 Street Scene & Leisure Services

ORIGINAL ESTIMATE £	2020/21 REVISED ESTIMATE £	PROVISIONAL OUTTURN £
60,000	58,750	55,377
180,300	114,200	113,831
11,800	11,950	12,005
120,300	114,600	113,952
1,250	1,250	1,394
13,500	30,850	30,660
51,750	46,750	46,440
25,350	26,800	26,518
<hr/>	<hr/>	<hr/>
464,250	405,150	400,177
<hr/>	<hr/>	<hr/>

CORPORATE SERVICES

6 CAPITAL PROGRAMME REVENUE EXP.

Employees

Salaries

94,700

-

-

**Central, Departmental & Technical
Support Services**

Central Salaries & Administration

35,500

-

-

Information Technology Expenses

5,750

-

-

Departmental Administrative Expenses

39,600

-

-

Sub-total

175,550

-

-

Less Recharge to :

Street Scene, Leisure & Technical

(174,300)

-

-

Central Services

(1,250)

-

-

TO SUMMARY

-

-

-

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

2.78

Less FTE recharged to Services

(2.78)

Net FTE retained on Corporate Services

0.00

Memorandum

Service Allocations to Capital Programme

Administration & Property Services

10,150

-

-

Financial Services

23,200

-

-

Legal Services

2,150

-

-

Street Scene & Leisure Services

49,100

-

-

Technical Services

85,200

-

-

169,800

-

-

EMPLOYEES - SALARIES

SERVICE ANALYSIS OF EXPENDITURE

	Basic Salaries	Overtime	Temporary Staff	Total Salaries	Council Contributions Nat. Ins.	Supern.	Total Salaries & Oncosts
	£	£	£	£	£	£	£
<u>2020/21 ESTIMATE</u>							
Original Estimate	8,175,700	21,850	87,400	8,284,950	804,150	1,434,050	10,523,150
Revised Estimate	7,980,750	81,950	395,600	8,458,300	797,200	1,429,600	10,685,100
<u>2020/21 OUTTURN</u>							
Service							
Administration & Property	581,285	4,005	-	585,290	57,243	102,017	744,550
Environmental Health & Housing	1,016,861	6,287	161,327	1,184,475	102,033	183,299	1,469,807
Executive	397,237	-	1,300	398,537	44,431	72,457	515,425
Finance	1,270,779	21,082	149,060	1,440,921	128,096	227,889	1,796,906
Information Technology	691,950	2,163	-	694,113	73,793	126,613	894,519
Legal	404,743	1,212	12,537	418,492	41,304	74,989	534,785
Personnel	381,523	7,589	989	390,101	28,813	69,460	488,374
Planning	1,409,997	-	71,760	1,481,757	153,371	259,955	1,895,083
Street Scene & Leisure	1,036,860	5,573	46,431	1,088,864	105,463	185,956	1,380,283
Technical	539,232	18,774	-	558,006	53,687	86,490	698,183
	7,730,467	66,685	443,404	8,240,556	788,234	1,389,125	10,417,915

CHIEF EXECUTIVE

SUMMARY

	ORIGINAL ESTIMATE £	2020/21 REVISED ESTIMATE £	PROVISIONAL OUTTURN £
1 COMMUNITY DEVELOPMENT	101,050	66,250	65,640
2 ELECTIONS	397,150	304,400	249,760
3 GRANTS & PAYMENTS	124,450	122,050	122,066
4 CLIMATE CHANGE	41,150	70,050	52,515
5 ECONOMIC DEVELOPMENT & REGENER'N	304,950	(1,105,950)	211,760
	968,750	(543,200)	701,741
Full Time Equivalent Number of Staff (including Support Service Staff)	8.29	7.65	

CHIEF EXECUTIVE

1 COMMUNITY DEVELOPMENT

Employees

Salaries

43,700

27,150

26,690

Supplies & Services

West Kent Leader

5,000

5,000

5,000

Community Development Partnership

15,000

7,500

7,500

Safeguarding Children Board

1,500

1,500

1,500

Sub-total

65,200

41,150

40,690

Central, Departmental & Technical

Support Services

Central Salaries & Administration

18,650

13,550

13,485

Departmental Administrative Expenses

17,200

11,550

11,465

TO SUMMARY

101,050

66,250

65,640

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

1.11

0.84

CHIEF EXECUTIVE

2 ELECTIONS

(a) ELECTORAL REGISTRATION

Employees

Salaries

114,050

92,100

91,618

Supplies & Services

Equipment & Materials - Purchases

1,000

1,000

545

Maintenance

2,800

2,800

3,648

Printing

7,500

5,000

3,697

Stationery

5,000

3,500

1,626

Reference Books & Publications

1,600

1,600

1,348

Electronic Elector Registration Responses

5,500

7,000

6,363

Postages

53,000

49,000

34,247 a)

190,450

162,000

143,092

Less Income

Government Grant

(15,000)

(9,550)

(9,554)

Sale of Registers

(3,000)

(3,000)

(3,474)

Sub-total

172,450

149,450

130,065

Central, Departmental & Technical Support Services

Central Salaries & Administration

13,850

13,650

13,422

Information Technology Expenses

33,200

27,400

23,633

Departmental Administrative Expenses

47,550

40,650

39,805

267,050

231,150

206,925

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

3.27

2.94

- a) Reduction in postage costs, both outgoing mail and response service mail, following changes to the annual Canvass introduced in 2020/21.

CHIEF EXECUTIVE

	ORIGINAL ESTIMATE £	2020/21 REVISED ESTIMATE £	PROVISIONAL OUTTURN £
(b) CONDUCT OF ELECTIONS			
Employees			
Salaries	52,300	32,050	31,886
Premises Related Expenses			
Rent	-	-	-
Supplies & Services			
Equipment & Materials - Purchases	-	-	-
Printing	-	-	-
Polling Fees & Postal Vote Processing	-	-	-
Postage	-	-	-
	<hr/>	<hr/>	<hr/>
	52,300	32,050	31,886
Less Income			
Fees & Charges	-	-	-
Contributions from Other Bodies	-	-	(28,224) a)
	<hr/>	<hr/>	<hr/>
<u>Sub-total</u>	52,300	32,050	3,662
Central, Departmental & Technical Support Services			
Central Salaries & Administration	42,050	15,200	15,114
Information Technology Expenses	14,150	12,050	10,403
Departmental Administrative Expenses	21,600	13,950	13,656
	<hr/>	<hr/>	<hr/>
	130,100	73,250	42,835
	<hr/>	<hr/>	<hr/>
Full Time Equivalent Number of Staff (including Support Service Staff)	1.98	1.21	
 <u>ELECTIONS</u>			
<u>SUMMARY</u>			
(a) ELECTORAL REGISTRATION	267,050	231,150	206,925
(b) CONDUCT OF ELECTIONS	130,100	73,250	42,835
	<hr/>	<hr/>	<hr/>
<u>TO SUMMARY</u>	397,150	304,400	249,760
	<hr/>	<hr/>	<hr/>

- a) Payment from Medway Council in respect of the Chatham and Aylesford parliamentary election and transferred to the Elections reserve.

CHIEF EXECUTIVE

3 GRANTS & PAYMENTS

Supplies & Services

Grants to Citizens Advice Bureaux	95,000	95,000	95,000
Grants to Other Charitable & Voluntary Org.	20,800	19,500	19,520
Local Emergency Assistance Grants	-	47,350	43,607
Tonbridge Historic Society Accommodation	2,000	2,000	2,000

117,800	163,850	160,127
---------	---------	---------

Less Income

Contributions from Other Bodies	-	(47,350)	(43,607)
---------------------------------	---	----------	----------

Sub-total

117,800	116,500	116,520
---------	---------	---------

Central, Departmental and Technical Support Services

Central Salaries & Administration	6,600	5,550	5,531
Information Technology Expenses	50	-	15

TO SUMMARY

124,450	122,050	122,066
---------	---------	---------

0.08	0.08	
------	------	--

(including Support Service Staff)

4 CLIMATE CHANGE

Employees

Salaries	26,350	34,500	34,194
----------	--------	--------	--------

Supplies & Services

Initiatives	-	20,000	- a)
-------------	---	--------	------

26,350	54,500	34,194
--------	--------	--------

Less Income

Contributions from Other Bodies	-	(3,000)	- a)
---------------------------------	---	---------	------

Sub-total

26,350	51,500	34,194
--------	--------	--------

Central, Departmental and Technical Support Services

Central Salaries & Administration	4,450	4,450	4,436
Information Technology Expenses	-	-	2
Departmental Administrative Expenses	10,350	14,100	13,883

TO SUMMARY

41,150	70,050	52,515
--------	--------	--------

0.61	0.90	
------	------	--

(including Support Service Staff)

a) Initiatives in support of the Climate Change Strategy delayed due to Covid-19 pandemic.

CHIEF EXECUTIVE

5 ECONOMIC DEVELOPMENT & REGENERATION

Employees

Salaries

62,900

56,600

56,711

Supplies & Services

Economic Development Expenses

4,000

3,000

6,382

Business Growth Programme

10,000

10,000

10,000

Local Retail Centres Support

5,900

7,250

2,041

Economic Development & Reg'n Initiatives

190,400

42,000

38,279

Discretionary Business Support Grants

-

1,024,000

1,025,000 a)

Re-opening High Streets Safely

-

24,500

25,523

Additional Restrictions Grants

-

2,495,550

2,974,337 b)

Visit Kent

3,750

4,000

4,000

276,950

3,666,900

4,142,273

Less Income

Government Grant - Covid 19

-

(1,006,000)

(1,006,000) a)

Discretionary Business Support Grant

-

(3,817,050)

(2,974,337) b)

Sub-total

276,950

(1,156,150)

161,936

Central, Departmental & Technical Support Services

Central Salaries & Administration

4,750

28,150

27,941

Information Technology Expenses

200

200

153

Departmental Administrative Expenses

23,050

21,850

21,730

TO SUMMARY

304,950

(1,105,950)

211,760

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

1.24

1.68

a) Balance met from the Kent and Medway 100% Business Rates Retention Pilot reserve.

b) Grant remaining of £842,645 held over to 2021/22. Total grant received £4,822,982.

DIRECTOR OF CENTRAL SERVICES

SUMMARY

	ORIGINAL ESTIMATE	2020/21 REVISED ESTIMATE	PROVISIONAL OUTTURN
	£	£	£
1 TONBRIDGE CASTLE GATEHOUSE	60,350	93,500	42,567
2 COMMUNITY SAFETY	150,150	160,550	155,170
3 MEDIA & COMMUNICATIONS	177,250	218,750	211,418
4 LOCAL LAND CHARGES	(48,350)	21,050	(25,921)
5 INDUSTRIAL ESTATE	(70,950)	(71,100)	(71,974)
6 COMMERCIAL PROPERTY	35,900	15,900	(262,439)
7 VALE RISE DEPOT	-	-	-
8 LAND REVIEW	91,850	113,850	84,851
9 BOROUGH CHRISTMAS LIGHTING	40,000	46,100	38,675
10 LICENCES	21,950	39,350	82,012
	458,150	637,950	254,359
Full Time Equivalent Number of Staff (including Support Service Staff)	17.54	18.93	

DIRECTOR OF CENTRAL SERVICES

1 TONBRIDGE CASTLE GATEHOUSE

Employees

Salaries	5,500	6,200	6,158
----------	-------	-------	-------

Premises Related Expenses

Building Repairs Expenditure	43,150	46,400	11,295 a)
Rates	250	250	248
Premises Insurance	8,400	12,000	12,000

Supplies & Services

Purchases - Equipment & Materials	1,000	1,000	115
Purchases - Exhibits	2,000	2,000	-
Maintenance - General	4,500	4,500	3,263
Streamline Service	800	600	33
Marketing	7,000	7,000	735 b)
Subscriptions	200	200	217

	72,800	80,150	34,064
--	--------	--------	--------

Less Income

Fees & Charges			
Weddings / Hire of Gatehouse	(4,000)	(1,200)	(1,387)
Commission	(750)	-	(407)
Tonbridge Castle Attraction	(25,000)	(3,800)	(7,772) c)
Profit / Loss on Stock Sales	(3,500)	(2,000)	(1,228)

	(33,250)	(7,000)	(10,794)
--	----------	---------	----------

Sub-total

	39,550	73,150	23,270
--	--------	--------	--------

Central, Departmental & Technical Support Services

Central Salaries & Administration	15,050	15,150	15,098
Information Technology Expenses	1,850	1,000	858
Departmental Administrative Expenses	3,150	3,200	3,142

Depreciation & Impairment

Non-Current Asset Depreciation	750	1,000	199
--------------------------------	-----	-------	-----

TO SUMMARY

	60,350	93,500	42,567
--	--------	--------	--------

Full Time Equivalent Number of Staff (including Support Service Staff)	0.48	0.51	
--	------	------	--

a) Renewal of lighting in the Great Hall deferred to 2021/22.

b) Impact of Covid-19 and essential spend only policy on level of expenditure.

c) Adverse impact of Covid-19 on income less than budgeted.

DIRECTOR OF CENTRAL SERVICES

2 COMMUNITY SAFETY

Employees

Salaries

87,700

97,500

96,596

Supplies & Services

Other Community Safety Initiatives

14,100

14,100

12,100

101,800

111,600

108,696

Less Income

Anti Social Behaviour Fixed Penalty Notice

(100)

(400)

(400)

Sub-total

101,700

111,200

108,296

**Central, Departmental & Technical
Support Services**

Central Salaries & Administration

3,250

3,250

3,210

Information Technology Expenses

50

-

21

Departmental Administrative Expenses

45,150

46,100

43,643

TO SUMMARY

150,150

160,550

155,170

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

2.71

2.82

3 MEDIA & COMMUNICATIONS

Employees

Salaries

106,450

136,350

136,409

Supplies & Services

Media & Communications

12,000

15,000

10,277

Sub-total

118,450

151,350

146,686

**Central, Departmental & Technical
Support Services**

Central Salaries & Administration

7,600

7,400

7,287

Information Technology Expenses

4,800

3,950

3,416

Departmental Administrative Expenses

46,400

56,050

54,029

TO SUMMARY

177,250

218,750

211,418

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

2.94

3.66

DIRECTOR OF CENTRAL SERVICES

4 LOCAL LAND CHARGES

Employees

Salaries

112,900

111,900

109,598

Supplies & Services

Insurance

2,100

2,000

1,987

Kent Highways

8,000

5,000

6,304

123,000

118,900

117,889

Less Income

Fees & Charges

(270,000)

(190,000)

(232,922) a)

(270,000)

(190,000)

(232,922)

Sub-total

(147,000)

(71,100)

(115,033)

**Central, Departmental & Technical
Support Services**

Central Salaries & Administration

18,300

18,300

19,262

Information Technology Expenses

29,700

22,700

19,561

Departmental Administrative Expenses

50,650

51,150

50,289

TO SUMMARY

(48,350)

21,050

(25,921)

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

3.81

3.78

Memorandum

Surplus from above

(48,350)

21,050

(25,921)

Share of:

Democratic Administration

19,900

17,800

17,065

Corporate Management

8,800

7,700

7,764

Non Distributed Costs

23,900

21,900

22,522

Deficit (Surplus) for Trading Purposes

4,250

68,450

21,430

a) Income better than budgeted and attributed to the suspension of the payment of stamp duty.

DIRECTOR OF CENTRAL SERVICES

5 INDUSTRIAL ESTATE

Employees
Salaries

1,650

1,600

879

1,650

1,600

879

Less Income
Rents

(75,950)

(75,950)

(75,955)

Sub-total

(74,300)

(74,350)

(75,076)

**Central, Departmental and Technical
Support Services**

Central Salaries & Administration
Information Technology Expenses
Departmental Administrative Expenses

2,350

2,300

2,317

50

50

45

950

900

740

TO SUMMARY

(70,950)

(71,100)

(71,974)

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

0.08

0.07

DIRECTOR OF CENTRAL SERVICES

6 COMMERCIAL PROPERTY

Employees

Salaries

5,100

4,850

3,309

Premises Related Expenses

Insurance

600

500

506

Rates

1,000

1,000

985

Repairs Expenditure

302,000

282,900

4,673 a)

308,700

289,250

9,473

Less Income

Rents - Land

(5,500)

(5,500)

(6,417)

- Shops & Maisonettes

(230,050)

(230,050)

(227,405)

- Offices

(45,750)

(46,000)

(46,000)

(281,300)

(281,550)

(279,822)

Sub-total

27,400

7,700

(270,349)

Central, Departmental and Technical Support Services

Central Salaries & Administration

3,900

3,850

3,805

Information Technology Expenses

550

350

321

Departmental Administrative Expenses

3,400

3,350

3,117

Depreciation & Impairment

Non-Current Asset Depreciation

650

650

667

TO SUMMARY

35,900

15,900

(262,439)

Full Time Equivalent Number of Staff

0.19

0.19

(including Support Service Staff)

- 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 2021/22.

DIRECTOR OF CENTRAL SERVICES

7 VALE RISE DEPOT

Employees

Salaries

4,650

5,050

4,516

Premises Related Expenses

Premises Insurance

200

150

177

Rates

14,400

14,350

14,346

Repairs Expenditure

2,000

2,000

1,324

21,250

21,550

20,363

Less Recharges to Other Services

(36,200)

(36,550)

(35,246)

Sub-total

(14,950)

(15,000)

(14,883)

**Central, Departmental and Technical
Support Services**

Central Salaries & Administration

750

750

747

Departmental Administrative Expenses

2,000

2,050

1,936

Depreciation & Impairment

Non-Current Asset Depreciation

12,200

12,200

12,200

TO SUMMARY

-

-

-

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

0.11

0.12

DIRECTOR OF CENTRAL SERVICES

8 LAND REVIEW

Employees

Salaries	40,000	38,300	25,312 a)
----------	--------	--------	-----------

Premises Related Expenses

Depot	1,900	1,850	1,804
Estate Management	650	2,000	1,427
Rates	10,150	20,150	20,173
Insurance	750	1,300	1,283
Repairs Expenditure	12,600	7,600	6,141

Supplies & Services

Professional Fees	5,000	7,250	11,191
Asset Review	-	25,000	24,579

<hr/>	<hr/>	<hr/>
71,050	103,450	91,910

Less Income

Fees & Charges - General	(1,000)	(1,000)	(1,421)
De-Minimus Capital Receipts	-	(9,350)	(24,340) b)
Castle Lodge Rent	(7,000)	(7,000)	(7,000)
Wayleaves	(500)	(500)	(412)

<hr/>	<hr/>	<hr/>
(8,500)	(17,850)	(33,173)

Sub-total

<hr/>	<hr/>	<hr/>
62,550	85,600	58,737

Central, Departmental and Technical Support Services

Central Salaries & Administration	2,450	2,450	2,441
Information Technology Expenses	350	150	149
Departmental Administrative Expenses	26,500	25,650	23,524

<hr/>	<hr/>	<hr/>
91,850	113,850	84,851

TO SUMMARY

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

<hr/>	<hr/>	<hr/>
0.95	0.96	

a) Reflects establishment changes within Building & Facilities Management and Estates teams, as reported to General Purposes Committee 01 December 2020.

b) Fees agreed for the release of two covenants.

DIRECTOR OF CENTRAL SERVICES

9 BOROUGH CHRISTMAS LIGHTING

Employees

Salaries

550

5,650

5,672

Supplies & Services

Borough Christmas Lighting

32,000

32,000

24,604 a)

Sub-total

32,550

37,650

30,276

Central, Departmental & Technical

Support Services

Central Salaries & Administration

1,450

1,450

1,377

Information Technology Expenses

150

150

163

Departmental Administrative Expenses

150

2,400

2,407

Capital Programme Revenue Expenses

1,250

-

-

Depreciation & Impairment

Non-Current Asset Depreciation

4,450

4,450

4,452

TO SUMMARY

40,000

46,100

38,675

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

0.06

0.16

a) Reduction in cost of Tonbridge Christmas Lights and grants not required in other areas.

DIRECTOR OF CENTRAL SERVICES

10 LICENCES

(a) FEE PAYING

Employees

Salaries

200,400

200,300

198,555

Premises Related Expenses

Rents

100

100

-

Supplies & Services

Purchases - Equipment & Materials

7,000

13,500

6,146

Professional Fees

15,000

6,000

5,973

Advertising

300

300

83

222,800

220,200

210,757

Less Income

Licence Fees

Animal Boarding Establishments

(4,400)

(4,400)

(2,553)

Dog Breeding

(750)

(750)

(701)

Selling Animals as Pets

(2,550)

(2,550)

(589)

Hackney Carriages & Private Hire

(230,000)

(196,800)

(158,963) a)

Hiring Out Horses

(2,900)

(2,550)

(212)

Alcohol & Entertainment - Premises

(93,000)

(85,000)

(90,571)

Acupuncture / Tattooing / Ear Piercing

(1,750)

(1,500)

(2,635)

Pleasure Boats & Boatmen

(350)

-

-

Street Trading

(1,300)

(1,300)

-

Pavement Licences

-

(600)

(600)

Alcohol & Entertainment - Personal

(2,500)

(1,600)

(1,922)

Sex Establishments/Sexual Entertainment

(2,000)

(2,000)

-

Dangerous Wild Animals

(800)

(200)

(431)

Gambling

(7,050)

(5,850)

(8,680)

Scrap Metal Dealers

(550)

(300)

(560)

Contributions from Other Bodies

Government Grant

-

-

(597)

Covid-19 - Test & Trace

-

(21,500)

(2,500) b)

(349,900)

(326,900)

(271,514)

Sub-total

(127,100)

(106,700)

(60,757)

**Central, Departmental & Technical
Support Services**

Central Salaries & Administration

8,950

8,700

8,596

Information Technology Expenses

12,750

8,000

6,920

Departmental Administrative Expenses

87,400

89,300

87,850

(18,000)

(700)

42,609

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

5.50

5.90

DIRECTOR OF CENTRAL SERVICES

	ORIGINAL ESTIMATE £	2020/21 REVISED ESTIMATE £	PROVISIONAL OUTTURN £
(b) <u>NON FEE PAYING</u>			
Employees			
Salaries	26,100	26,050	25,682
Central, Departmental & Technical Support Services			
Central Salaries & Administration	2,250	2,250	2,100
Information Technology Expenses	-	-	3
Departmental Administrative Expenses	11,600	11,750	11,618
	<hr/> 39,950	<hr/> 40,050	<hr/> 39,403
 Full Time Equivalent Number of Staff (including Support Service Staff)	 0.71	 0.76	
 <u>LICENCES</u>			
<u>SUMMARY</u>			
(a) FEE PAYING	(18,000)	(700)	42,609
(b) NON FEE PAYING	39,950	40,050	39,403
	<hr/> 21,950	<hr/> 39,350	<hr/> 82,012
<u>TO SUMMARY</u>			

LICENCES - FEE PAYING / NON FEE PAYING

- a) Reflects the adverse impact of Covid-19 on income levels.
- b) Grant remaining held over to 2021/22.

DIRECTOR OF FINANCE & TRANSFORMATION

SUMMARY

	ORIGINAL ESTIMATE £	2020/21 REVISED ESTIMATE £	PROVISIONAL OUTTURN £
1 HOUSING BENEFITS	465,250	386,400	211,062
2 LOCAL REVENUE & NNDR COLLECTION	564,300	662,800	404,925
3 COUNCIL TAX SUPPORT	222,100	221,000	187,584
4 TREASURY MANAGEMENT & BANKING	(381,250)	(158,150)	(175,651)
5 DRAINAGE BOARDS SPECIAL LEVIES	431,850	431,800	431,807
6 GENERAL ADVICE TO PARISH COUNCILS	85,100	86,200	84,126
7 STREET NAMING & NUMBERING	11,800	13,750	4,959
ANNUAL ESTIMATES	1,399,150	1,643,800	1,148,812
8 CONTRIBUTIONS TO PROVISIONS	5,000	15,000	20,127
	1,404,150	1,658,800	1,168,939
Full Time Equivalent Number of Staff (including Support Service Staff)	46.90	45.72	

DIRECTOR OF FINANCE & TRANSFORMATION

	ORIGINAL ESTIMATE £	2020/21 REVISED ESTIMATE £	PROVISIONAL OUTTURN £
1 <u>HOUSING BENEFITS</u>			
Employees			
Salaries	309,650	269,950	262,634
Supplies & Services			
Stationery	1,000	1,000	203
Reference Books & Publications	1,200	1,200	810
Legal Fees	200	200	-
Bailiffs Commission	200	200	-
Audit Fee	16,000	18,300	18,300
Postages	6,000	6,000	3,487
Subscriptions	450	450	-
Compensation Scheme	100	100	100
Other Expenses	-	6,350	27,043 a)
Standard Self Isolation Payments	-	45,500	115,500 b)
Discretionary Self Isolation Payments	-	50,500	106,500 b)
Housing Benefits			
Rent Allowances	27,116,000	26,552,000	27,095,884 c)
Non HRA Rent Rebates	250,000	900,000	802,667 c)
Local Scheme	75,000	75,000	75,568 c)
Discretionary Housing Payments	180,000	313,450	268,441 c)
Overpayments	(525,000)	(150,000)	(180,994) c)
Contribution to Bad Debt Provision	175,000	(110,000)	(85,339) c)
	<hr/>	<hr/>	<hr/>
	27,605,800	27,980,200	28,510,804
	<hr/>	<hr/>	<hr/>
Less Income			
Government Grant	-	(77,800)	(87,816) d)
Government Grant - Covid 19			
Standard Self Isolation Payments	-	(45,500)	(115,500) b)
Discretionary Self Isolation Payments	-	(50,500)	(106,500) b)
New Burdens Grant	-	(26,750)	(46,892) e)
Rent Allowance Subsidy	(26,847,000)	(26,390,000)	(27,000,891) c)
Non HRA Rent Rebate Subsidy	(225,000)	(750,000)	(671,982) c)
Local Scheme Subsidy	(40,000)	(40,000)	(55,346) c)
Discretionary Housing Payment Contribution	(180,000)	(313,450)	(268,441) c)
Administration Grant	(218,450)	(218,450)	(234,527) f)
Contributions from Other Bodies	-	-	(20,000) g)
	<hr/>	<hr/>	<hr/>
	(27,510,450)	(27,912,450)	(28,607,895)
	<hr/>	<hr/>	<hr/>
<u>Sub-total</u>	95,350	67,750	(97,091)
Central, Departmental & Technical Support Services			
Central Salaries & Administration	133,750	126,100	125,810
Information Technology Expenses	63,400	48,050	41,467
Departmental Administrative Expenses	172,750	144,500	140,876
	<hr/>	<hr/>	<hr/>
<u>TO SUMMARY</u>	465,250	386,400	211,062
	<hr/>	<hr/>	<hr/>
Full Time Equivalent Number of Staff (including Support Service Staff)	14.55	12.43	

DIRECTOR OF FINANCE & TRANSFORMATION

HOUSING BENEFITS

- a) Upgrades to the Revenues & Benefits IT system and purchase of Policy in Practice modelling software. Funded by government grant and external grant funding.
- b) Grant remaining of £101,000 held over to 2021/22. Total grant received £323,000.
- c) Reflects actual level of benefit payments, recoupments and contribution to the bad debts provision with an overall net decrease of £107,433 when compared to the revised estimate.
- d) Grants awarded to assist with the administrative costs of implementing welfare reform and other changes. £7,043 has been used on upgrades to the IT system - see note a). The balance is transferred to an earmarked reserve for use on transformation initiatives.
- e) Additional New Burdens Grant received to meet the cost of administering the Self Isolation Payments Scheme.
- f) One- off funding payment to reflect additional work local authorities have undertaken to maintain their Housing Benefits service during the pandemic.
- g) Grant received for Policy in Practice modelling software - see note a).

DIRECTOR OF FINANCE & TRANSFORMATION

2 LOCAL REVENUE & NNDR COLLECTION

Employees

Salaries	374,950	298,900	290,992
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Supplies & Services

Equipment, Furniture & Materials - Purchases	500	500	158
Direct Debit / Bank Charges	2,600	2,500	2,546
Court Fees	3,000	3,000	2,083
Debt Recovery Fees	7,000	-	1,214
Other Expenses	6,500	11,500	6,936
Stationery	4,750	4,750	2,711
Reference Books & Publications	400	400	290
Tracing Services	12,000	14,000	13,572
Advertising	400	400	333
Postages	44,600	46,600	44,447
Compensation Scheme	100	100	50
Small Business / Retail, Hospitality & Leisure	-	19,175,000	19,100,005 a)
Local Restrictions Support (Addendum)	-	1,413,400	1,016,244 b)
Local Restrictions Support Closed (Tier 3)	-	180,750	223,630 b)
Local Restrictions Support Open	-	26,050	26,036 b)
Wet-led Pub Scheme	-	57,600	56,000 b)
Tier Change Pro Rata Payment	-	6,400	588,425 b)
Closed Business Lockdown Grants	-	4,239,000	3,065,000 b)
Local Restrictions Support (Closed) January	-	2,120,000	3,121,865 b)

	456,800	27,600,850	27,562,537
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Less Income

Government Grant			
- Allowances for Cost of NNDR Collection	(161,150)	(157,400)	(157,389)
- Other	-	(6,900)	(8,360)
Government Grant - Covid 19			
- Business Support Grants	-	(19,175,000)	(19,195,000) a)
- Local Restrictions Support Grant	-	(8,043,200)	(8,097,200) b)
- New Burdens Grant	-	(200,200)	(367,000) c)
Summons Costs Recovered	(245,000)	-	37,138 d)
Civil Penalty	(3,000)	(3,000)	(2,800)
Contributions from Other Bodies	(31,450)	(33,900)	(33,907)

	(440,600)	(27,619,600)	(27,824,518)
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Sub-total

	16,200	(18,750)	(261,981)
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**Central, Departmental & Technical
Support Services**

Central Salaries & Administration	171,100	359,600	351,035
Information Technology Expenses	126,400	102,400	88,308
Departmental Administrative Expenses	250,600	219,550	227,563

TO SUMMARY

	564,300	662,800	404,925
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Full Time Equivalent Number of Staff
(including Support Service Staff)

	19.32	19.63	
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DIRECTOR OF FINANCE & TRANSFORMATION

LOCAL REVENUE & NNDR COLLECTION

- a) Business support grant monies remaining post reconciliation exercise £94,995.
- b) Grant remaining of £3,069,590 held over to 2021/22. Total grant received £30,361,790.
- c) Additional New Burdens Grant received to meet the cost of administering the Business Support Grant Funded Schemes.
- d) Write back of summons costs in 2020/21.

DIRECTOR OF FINANCE & TRANSFORMATION

3 COUNCIL TAX SUPPORT

Employees

Salaries	226,300	247,350	240,185
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Supplies & Services

Equipment, Furniture & Materials - Purchases	1,000	3,750	6,325
Stationery	1,250	1,250	407
Postages	2,500	2,500	8,398 a)
Council Tax Support Scheme	4,600	4,500	3,000
Council Tax Covid-19 Hardship Fund	-	866,850	813,378 b)

Transfer Payments

Benefits	-	-	(935)
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235,650	1,126,200	1,070,758
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Less Income

Government Grants			
Administration			
- Dept. for Work and Pensions	(52,250)	(52,250)	(56,095)
- Ministry of Housing, Communities and Local Government	(101,850)	(111,200)	(111,217)
Government Grant - Covid 19			
Council Tax Covid-19 Hardship Fund	-	(866,850)	(813,378) b)
New Burdens Grant	-	(11,850)	(11,859)
Contributions from Other Bodies	(120,900)	(124,500)	(138,665) c)

(275,000)	(1,166,650)	(1,131,214)
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Sub-total

(39,350)	(40,450)	(60,456)
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Central, Departmental & Technical Support Services

Central Salaries & Administration	82,000	86,900	82,329
Information Technology Expenses	51,650	39,300	33,913
Departmental Administrative Expenses	127,800	135,250	131,798

222,100	221,000	187,584
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TO SUMMARY

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

10.44	11.01
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DIRECTOR OF FINANCE & TRANSFORMATION

COUNCIL TAX SUPPORT

- a) Increase largely attributable to additional postage for Covid-19 Council Tax Hardship Fund.
- b) Grant remaining of £53,451 held over to 2021/22.
- c) Increased incentive payment received from Kent County Council.

DIRECTOR OF FINANCE & TRANSFORMATION

	ORIGINAL ESTIMATE £	2020/21 REVISED ESTIMATE £	PROVISIONAL OUTTURN £
4 <u>TREASURY MANAGEMENT & BANKING ARRANGEMENTS</u>			
Employees			
Salaries	31,100	31,000	30,904
Supplies & Services			
Treasury Advisor & Dealing Fees	10,900	10,000	9,540
Credit / Debit Card Charges	35,700	35,700	40,117
Bank Charges	26,000	26,000	18,907
Other Hired and Contracted Services	2,750	750	677
Transfers in Lieu of Interest	14,400	2,800	1,707
	<hr/>	<hr/>	<hr/>
	120,850	106,250	101,852
	<hr/>	<hr/>	<hr/>
Less Income			
Interest on:			
Cash Flow Investments	(105,000)	(42,000)	(36,821)
Core Cash Investments	(209,000)	(90,000)	(91,955)
Long Term Investments	(211,000)	(156,000)	(172,177) a)
	<hr/>	<hr/>	<hr/>
	(525,000)	(288,000)	(300,953)
	<hr/>	<hr/>	<hr/>
<u>Sub-total</u>	(404,150)	(181,750)	(199,101)
Central, Departmental & Technical Support Services			
Central Salaries & Administration	6,950	8,000	7,901
Information Technology Expenses	1,250	750	627
Departmental Administrative Expenses	14,700	14,850	14,922
	<hr/>	<hr/>	<hr/>
<u>TO SUMMARY</u>	(381,250)	(158,150)	(175,651)
	<hr/>	<hr/>	<hr/>
Full Time Equivalent Number of Staff (including Support Service Staff)	0.85	0.86	

DIRECTOR OF FINANCE & TRANSFORMATION

**TREASURY MANAGEMENT
& BANKING ARRANGEMENTS**

- a) Property fund dividends were more resilient to Covid-19 lockdowns than expected.

DIRECTOR OF FINANCE & TRANSFORMATION

	ORIGINAL ESTIMATE £	2020/21 REVISED ESTIMATE £	PROVISIONAL OUTTURN £
5 <u>DRAINAGE BOARDS SPECIAL LEVIES</u>			
Payments to Drainage Boards	431,550	431,550	431,539
Central, Departmental & Technical Support Services			
Central Salaries & Administration	300	250	268
	<hr/>	<hr/>	<hr/>
<u>TO SUMMARY</u>	431,850	431,800	431,807
	<hr/>	<hr/>	<hr/>
Full Time Equivalent Number of Staff (including Support Service Staff)	0.00	0.00	
 6 <u>GENERAL ADVICE TO PARISH COUNCILS</u>			
Employees			
Salaries	41,700	42,900	41,902
Central, Departmental & Technical Support Services			
Central Salaries & Administration	28,450	27,900	27,157
Information Technology Expenses	-	-	3
Departmental Administrative Expenses	14,950	15,400	15,064
	<hr/>	<hr/>	<hr/>
<u>TO SUMMARY</u>	85,100	86,200	84,126
	<hr/>	<hr/>	<hr/>
Full Time Equivalent Number of Staff (including Support Service Staff)	1.20	1.25	
 7 <u>STREET NAMING & NUMBERING</u>			
Income			
Street / House Naming & Numbering	(35,000)	(25,000)	(28,549)
Central, Departmental & Technical Support Services			
Central Salaries & Administration	700	700	680
Information Technology Expenses	46,100	38,050	32,828
	<hr/>	<hr/>	<hr/>
<u>TO SUMMARY</u>	11,800	13,750	4,959
	<hr/>	<hr/>	<hr/>
Full Time Equivalent Number of Staff (including Support Service Staff)	0.54	0.54	

DIRECTOR OF FINANCE & TRANSFORMATION

8 CONTRIBUTIONS TO PROVISIONS

General Bad Debts Provision

TO SUMMARY

ORIGINAL ESTIMATE £	2020/21 REVISED ESTIMATE £	PROVISIONAL OUTTURN £
5,000	15,000	20,127 a)
<hr/>	<hr/>	<hr/>
5,000	15,000	20,127
<hr/>	<hr/>	<hr/>

a) Increase due to the unusual level of outstanding debt including recharges for works in default.

DIRECTOR OF PLANNING, HOUSING AND ENVIRONMENTAL HEALTH

SUMMARY

	ORIGINAL ESTIMATE £	2020/21 REVISED ESTIMATE £	PROVISIONAL OUTTURN £
1. DEVELOPMENT MANAGEMENT	975,050	867,900	656,316
2. CONSERVATION	68,900	68,250	65,406
3. BUILDING CONTROL	61,850	160,650	109,629
4. PLANNING POLICY	944,400	916,100	764,796
5. HOUSING STRATEGY & ENABLING ROLE	263,000	264,700	265,714
6. HOMELESSNESS	371,000	1,020,600	935,991
7. HOUSING ADVICE & PREVENTION	194,400	137,100	137,926
8. HOME SAFETY	3,400	3,550	3,575
9. PRIVATE SECTOR HOUSING RENEWAL	484,400	204,500	93,260
10. PRIVATE SECTOR HOUSING STANDARDS	81,050	100,250	99,971
11. PUBLIC HEALTH ACT 1984	4,200	11,550	7,706
12. ENVIRONMENTAL PROTECTION ACT - PART 1	33,850	26,450	24,754
13. ENVIRONMENTAL PROTECTION	323,100	290,200	276,061
14. FOOD & SAFETY	368,200	250,100	264,727
15. PUBLIC HEALTH	130,100	61,050	58,410
	<hr/>	<hr/>	<hr/>
	4,306,900	4,382,950	3,764,242
	<hr/>	<hr/>	<hr/>
Full Time Equivalent Number of Staff (including Support Service Staff)	90.36	85.52	

DIRECTOR OF PLANNING, HOUSING AND ENVIRONMENTAL HEALTH

1. DEVELOPMENT MANAGEMENT

Employees

Salaries

1,062,100

1,056,700

1,003,964 a)

Supplies & Services

Microfilming & Storage Facilities

15,000

-

-

Professional Fees

9,000

4,000

-

Planning Enforcement Fund

37,500

10,000

- b)

Application & Appeals

21,000

35,000

59,834 c)

Advertising

13,000

13,000

13,038

1,157,600

1,118,700

1,076,836

Less Income

Fees & Charges

Planning Applications

(792,000)

(792,000)

(997,592) d)

Pre-Planning Advice

(76,500)

(67,000)

(71,218)

Planning Performance Agreements

-

(50,000)

(61,000) e)

Viability Assessments

(9,100)

(4,050)

-

(877,600)

(913,050)

(1,129,810)

Sub-total

280,000

205,650

(52,974)

**Central, Departmental & Technical
Support Services**

Central Salaries & Administration

144,000

131,100

205,899 f)

Information Technology Expenses

96,200

83,300

71,839 g)

Departmental Administrative Expenses

454,850

447,850

431,552 h)

TO SUMMARY

975,050

867,900

656,316

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

32.81

32.68

DEVELOPMENT MANAGEMENT

- a) Savings from reduced hours and vacant posts including two Planning Apprenticeship posts.
- b) Enforcement actions to tackle illegal development on greenfield sites postponed. Activity funded by £50,000 grant from the Ministry of Housing, Communities and Local Government received in 2019/20 and is not time limited.
- c) Primarily due to consultancy costs (£40,708) in respect of the Winterfield Lane, East Malling / Forty Acres planning appeal.
- d) Reflects the volatility of the development environment and the consequent demand for development management services and associated income levels.
- e) Higher than anticipated levels of demand.
- f) Primarily due to legal costs (£75,878) in respect of the Winterfield Lane planning appeal (see page CS 7).
- g) Reflects lower than anticipated expenditure on IT infrastructure and renewal of IT equipment (see page CS 9).
- h) Reflects reduced accommodation costs primarily due to lower building repairs expenditure (see page CS 3) together with other overhead expenses.

DIRECTOR OF PLANNING, HOUSING AND ENVIRONMENTAL HEALTH

2. CONSERVATION

Employees

Salaries

41,400

41,000

38,832

Supplies & Services

Archaeological Advice

7,800

7,800

7,880

Sub-total

49,200

48,800

46,712

**Central, Departmental & Technical
Support Services**

Central Salaries & Administration

1,500

1,450

1,300

Information Technology Expenses

50

50

49

Departmental Administrative Expenses

18,150

17,950

17,345

TO SUMMARY

68,900

68,250

65,406

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

1.21

1.21

DIRECTOR OF PLANNING, HOUSING AND ENVIRONMENTAL HEALTH

3. BUILDING CONTROL

Employees

Salaries

259,550

255,150

242,941 a)

Supplies & Services

Microfilming & Storage Facilities

4,000

-

-

Third Party Payments

Building Control Partnership

45,000

45,000

45,000

308,550

300,150

287,941

Less Income

Fees & Charges

Building Regulations

(400,000)

(290,000)

(333,503) b)

Sub-total

(91,450)

10,150

(45,562)

**Central, Departmental & Technical
Support Services**

Central Salaries & Administration

12,150

12,050

20,370 c)

Information Technology Expenses

27,600

24,250

20,930

Departmental Administrative Expenses

113,550

114,200

113,891

TO SUMMARY

61,850

160,650

109,629

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

6.96

6.99

- a) Management savings arising from vacant Building Control Technician post.
- b) Lower than anticipated reduction in workload due to Covid-19.
- c) Reflects legal costs associated with works-in-default.

DIRECTOR OF PLANNING, HOUSING AND ENVIRONMENTAL HEALTH

4. PLANNING POLICY

(a) PREPARATION OF LOCAL DEVELOPMENT FRAMEWORK

Employees

Salaries

249,650

245,700

243,053

Supplies & Services

Local Development Framework Expenses

180,000

172,000

191,376 a)

Sub-total

429,650

417,700

434,429

Central, Departmental & Technical Support Services

Central Salaries & Administration

2,550

2,550

2,540

Information Technology Expenses

450

400

356

Departmental Administrative Expenses

77,750

75,600

71,803

510,400

496,250

509,128

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

5.23

5.20

a) Increased consultancy costs associated with Planning Inspectors' response to Local Plan.

DIRECTOR OF PLANNING, HOUSING AND ENVIRONMENTAL HEALTH

4. PLANNING POLICY (continued)

(b) PLANNING POLICY

Employees

Salaries

207,200

206,300

204,925

Supplies & Services

Transport Policy Consultancy

30,000

15,000

- a)

Borough Green Gardens

100,000

100,000

63,462 b)

Walking and Cycling Audit

-

8,700

8,620

AONB Management

4,450

4,450

4,438

Local Wildlife Sites Register Update

3,450

3,450

-

345,100

337,900

281,445

Less Income

Government Grant

-

-

(105,000) c)

Sub-total

345,100

337,900

176,445

**Central, Departmental & Technical
Support Services**

Central Salaries & Administration

20,200

15,550

16,409

Information Technology Expenses

2,500

2,200

1,903

Departmental Administrative Expenses

66,200

64,200

60,911

434,000

419,850

255,668

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

4.73

4.65

PLANNING POLICY

**(a) PREPARATION OF LOCAL
DEVELOPMENT FRAMEWORK**

510,400

496,250

509,128

(b) PLANNING POLICY

434,000

419,850

255,668

TO SUMMARY

944,400

916,100

764,796

a) Revised priorities because of Covid-19 and Active Travel agenda.

b) Spending plans rolled forward to 2021/22 as part of development of local plan.

c) Reflects additional grants from the Ministry of Housing, Communities and Local Government for Borough Green Gardens (£100,000) and Hildenborough Neighbourhood Plan (£5,000). 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

53,550

63,800

64,500

Supplies & Services

Publicity & Promotion

300

100

-

Support for External Agencies

4,500

3,500

3,500

Sub-total

58,350

67,400

68,000

**Central, Departmental & Technical
Support Services**

Central Salaries & Administration

3,650

3,600

3,548

Information Technology Expenses

1,200

500

430

Departmental Administrative Expenses

18,150

18,350

18,169

81,350

89,850

90,147

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

1.40

1.42

DIRECTOR OF PLANNING, HOUSING AND ENVIRONMENTAL HEALTH

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

(b) HOUSING REGISTER

Employees

Salaries

120,850

124,300

125,972

Third Party Payments

Choice Based Lettings

6,500

5,950

5,949

Sub-total

127,350

130,250

131,921

**Central, Departmental & Technical
Support Services**

Central Salaries & Administration

5,550

6,350

5,901

Information Technology Expenses

3,000

1,400

1,196

Departmental Administrative Expenses

45,750

36,850

36,549

181,650

174,850

175,567

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

3.56

2.91

HOUSING STRATEGY & ENABLING ROLE

(a) HOUSING STRATEGY

81,350

89,850

90,147

(b) HOUSING REGISTER

181,650

174,850

175,567

TO SUMMARY

263,000

264,700

265,714

DIRECTOR OF PLANNING, HOUSING AND ENVIRONMENTAL HEALTH

6. HOMELESSNESS

Employees

Salaries	231,850	359,600	363,789
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Premises Related Expenses

Repairs & Maintenance to Buildings	22,500	6,100	3,882
Maintenance of Grounds	2,500	-	-
Electricity	300	400	1,218
Rates	-	250	-
Council Tax	500	6,700	15,655 a)
Water Charges (Metered)	-	-	28
Fixtures & Fittings	4,500	2,000	2,483
Premises Insurance	-	1,000	1,019

Transport Related Expenses

Public Transport	300	150	172
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Supplies & Services

Purchases - Equipment & Materials	3,500	2,500	-
Maintenance - General	-	300	-
Professional Fees	1,000	17,500	28,132 b)
Rough Sleeping Initiative	-	164,500	77,330 c)
Temporary Accommodation	560,000	1,650,000	1,840,256 d)
Storage of Furniture, Transport, etc.	1,500	1,500	3,644
Repossession Prevention Fund	5,000	5,000	1,825
Rent Deposits / Rent in Advance - Payments	33,550	33,550	19,885 e)
Homelessness Reduction Initiatives	25,000	15,000	777 f)
Landlord Incentive Initiative	-	45,000	2,000 g)
Compensation	-	-	2,100
Contribution to Bad Debt Provision	5,000	50,000	48,255

Third Party Payments

Medical Assessments	200	200	32
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Carried Forward

897,200	2,361,250	2,412,482
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HOMELESSNESS

- a)** Increased void periods on Council owned accommodation, including Pembury Road properties, during which the Council is liable for council tax.
- b)** Cost of client support by third party at Union Street, Maidstone units higher than anticipated. Also includes transportation of clients to Covid-19 vaccination (£4,000) and clinical nurse support (£1,000), both funded from government grant.
- c)** Third party projects funded by the Ministry of Housing, Communities and Local Government (MHCLG) rolled forward to 2021/22.
- d)** The number of households in temporary accommodation remains high and is likely to do so for some time.
- e)** Lower than anticipated requests for support.
- f)** Lower than anticipated need due to use of alternative sources (Repossession Prevention Fund and Rent Deposits / Rent in Advance) to assist clients.
- g)** Project rolled forward to 2021/22.

DIRECTOR OF PLANNING, HOUSING AND ENVIRONMENTAL HEALTH

6. HOMELESSNESS (continued)

	ORIGINAL ESTIMATE £	2020/21 REVISED ESTIMATE £	PROVISIONAL OUTTURN £
<u>Brought Forward</u>	897,200	2,361,250	2,412,482
Less Income			
Government Grant	(304,850)	(598,950)	(603,958) h)
Repossession Prevention Fund - Recharges	(3,000)	(3,000)	(1,100)
Rent Deposits/Rent in Advance - Recharges	(33,550)	(33,550)	(9,616) e)
Customer & Client Receipts - Accommodation	(293,500)	(860,000)	(991,219) d)
Customer & Client Receipts - Service Charge	(6,500)	(19,000)	(22,377) d)
Rent of Temporary Accommodation	(87,500)	(56,800)	(60,039)
	<hr/>	<hr/>	<hr/>
	(728,900)	(1,571,300)	(1,688,309)
	<hr/>	<hr/>	<hr/>
<u>Sub-total</u>	168,300	789,950	724,173
Central, Departmental & Technical Support Services			
Central Salaries & Administration	36,600	43,150	43,706
Information Technology Expenses	20,950	14,100	12,177
Departmental Administrative Expenses	84,450	107,950	106,337
Depreciation & Impairment			
Non-Current Asset Depreciation	60,700	65,450	49,598 i)
	<hr/>	<hr/>	<hr/>
<u>TO SUMMARY</u>	371,000	1,020,600	935,991
	<hr/>	<hr/>	<hr/>
Full Time Equivalent Number of Staff (including Support Service Staff)	7.13	8.75	

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	560,000	1,650,000	1,840,256
Customer & Client Receipts - Accommodation	(293,500)	(860,000)	(991,219)
Customer & Client Receipts - Service Charge	(6,500)	(19,000)	(22,377)
Non HRA Rent Rebates	250,000	900,000	802,667
Non HRA Rent Rebate Subsidy	(225,000)	(750,000)	(671,982)
	<hr/>	<hr/>	<hr/>
Total including non-HRA rent rebates	285,000	921,000	957,345
	<hr/>	<hr/>	<hr/>

HOMELESSNESS (continued)

- h)** Additional £5,000 cold weather funding from the MHCLG.
- i)** Delay in refurbishment of Pembury Road properties and purchase of Tonbridge High Street ground floor office unit.

DIRECTOR OF PLANNING, HOUSING AND ENVIRONMENTAL HEALTH

7. HOUSING ADVICE & PREVENTION

Employees

Salaries

130,400

94,850

96,164

**Central, Departmental & Technical
Support Services**

Central Salaries & Administration

8,900

9,050

9,537

Information Technology Expenses

7,500

5,100

4,408

Departmental Administrative Expenses

47,600

28,100

27,817

TO SUMMARY

194,400

137,100

137,926

Full Time Equivalent Number of Staff

(including Support Service Staff)

3.85

2.29

DIRECTOR OF PLANNING, HOUSING AND ENVIRONMENTAL HEALTH

8. HOME SAFETY

Employees

Salaries

2,150

2,350

2,369

**Central, Departmental & Technical
Support Services**

Central Salaries & Administration

500

500

490

Information Technology Expenses

-

-

3

Departmental Administrative Expenses

750

700

713

TO SUMMARY

3,400

3,550

3,575

Full Time Equivalent Number of Staff

(including Support Service Staff)

0.06

0.06

DIRECTOR OF PLANNING, HOUSING AND ENVIRONMENTAL HEALTH

9. PRIVATE SECTOR
HOUSING RENEWAL

Employees

Salaries

Supplies & Services

Purchases - Equipment & Materials

Professional Fees

Better Care Fund Initiatives

Occupational Therapist

Housing & Health Coordinator (Pembury)

Housing & Health Coordinator (Maidstone)

Handy Person Service (Pembury)

Handy Person Service (Boroughwide)

One You Your Home

Minimum Energy Efficiency Project

Energy Efficiency Initiatives

Capital Grants & Contributions (RECS)

Less Income

Government Grant

Fees & Charges

Capital Grants Received (RECS)

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 £	2020/21 REVISED ESTIMATE £	PROVISIONAL OUTTURN £
	162,250	156,400	157,754
	250	250	-
	250	250	270
	26,000	-	-
	7,600	11,500	11,490
	17,000	32,100	32,171
	12,600	28,400	24,510
	8,500	17,000	17,000
	19,900	16,600	16,599
	-	50,000	86 a)
	1,000	4,000	3,261
	1,221,000	960,000	766,901 b)
	1,476,350	1,276,500	1,030,042
	-	(205,600)	(201,770)
	(1,250)	(4,250)	(4,019)
	(1,066,000)	(930,000)	(796,760) b)
	(1,067,250)	(1,139,850)	(1,002,549)
	409,100	136,650	27,493
	9,200	10,100	10,080
	11,700	8,200	7,080
	54,400	49,550	48,607
	484,400	204,500	93,260
	3.88	3.76	

- a) Energy Strategy Support Grant from the Department of Business, Energy and Industrial Strategy to explore the use of an enforcement toolkit on improving minimum energy efficiency standards has been used to fund temporary agency staff and associated overheads in 2020/21. Underspend of £38,500 to be used in 2021/22 on proactive private rented sector enforcement work.
- b) Balance of Better Care Fund received in 2020/21 is to be rolled forward to 2021/22.

DIRECTOR OF PLANNING, HOUSING AND ENVIRONMENTAL HEALTH

10. PRIVATE SECTOR

HOUSING STANDARDS

Employees

Salaries

58,800

54,300

54,858

Supplies & Services

Professional Fees

-

26,450

26,453

58,800

80,750

81,311

Less Income

Government Grant

-

-

(568)

Houses in Multiple Occupation /

Caravan Site Licences

(3,300)

(1,850)

(1,317)

Sub-total

55,500

78,900

79,426

**Central, Departmental & Technical
Support Services**

Central Salaries & Administration

1,450

1,450

1,426

Information Technology Expenses

4,850

3,200

2,756

Departmental Administrative Expenses

19,250

16,700

16,363

TO SUMMARY

81,050

100,250

99,971

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

1.37

1.24

DIRECTOR OF PLANNING, HOUSING AND ENVIRONMENTAL HEALTH

11. PUBLIC HEALTH ACT 1984

Employees

Salaries

Third Party Payments

Funeral Expenses

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 £	2020/21 REVISED ESTIMATE £	PROVISIONAL OUTTURN £
	850	1,550	1,579
	2,500	9,000	5,145
	<hr/>	<hr/>	<hr/>
	3,350	10,550	6,724
	500	500	490
	50	-	16
	300	500	476
	<hr/>	<hr/>	<hr/>
	4,200	11,550	7,706
	<hr/>	<hr/>	<hr/>
	0.03	0.04	

DIRECTOR OF PLANNING, HOUSING AND ENVIRONMENTAL HEALTH

**12. ENVIRONMENTAL
PROTECTION ACT - PART 1**

Employees

Salaries

26,500

20,950

19,453

Less Income

Fees & Charges

(9,750)

(9,350)

(8,971)

Sub-total

16,750

11,600

10,482

**Central, Departmental & Technical
Support Services**

Central Salaries & Administration

1,250

1,250

1,239

Information Technology Expenses

5,900

4,600

3,970

Departmental Administrative Expenses

9,950

9,000

9,063

TO SUMMARY

33,850

26,450

24,754

Full Time Equivalent Number of Staff

(including Support Service Staff)

0.74

0.68

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

33,850

26,450

24,754

Share of:

Democratic Administration

4,350

3,150

2,850

Corporate Management

1,950

1,350

1,296

Non Distributed Costs

5,250

3,850

3,761

Full Cost of LAPPC / LA-IPPC

45,400

34,800

32,661

DIRECTOR OF PLANNING, HOUSING AND ENVIRONMENTAL HEALTH

13. ENVIRONMENTAL PROTECTION

Employees

Salaries	195,250	163,750	152,428 a)
----------	---------	---------	------------

Supplies & Services

Purchases - Equipment & Materials	1,000	1,000	8
Maintenance - Calibration of Instruments	2,000	1,500	835
Miscellaneous Insurance	900	850	861

Third Party Payments

Water Sampling	750	500	334
General	1,250	1,250	551
Air Quality	11,750	10,750	10,745
Contaminated Land - Site Inspections	1,500	10,000	8,708

214,400

189,600

174,470

Less Income

Fees & Charges			
Water Sampling	(750)	(500)	(460)
Provision of Information	(2,000)	(1,500)	(1,088)

(2,750)

(2,000)

(1,548)

Sub-total

211,650

187,600

172,922

Central, Departmental & Technical Support Services

Central Salaries & Administration	17,200	17,200	18,094
Information Technology Expenses	11,800	9,300	8,026
Departmental Administrative Expenses	78,100	70,700	71,183

Depreciation & Impairment

Non-Current Asset Depreciation	4,350	5,400	5,836
--------------------------------	-------	-------	-------

TO SUMMARY

323,100

290,200

276,061

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

5.37

5.03

a) Management savings arising from vacant Environmental Health Officer post.

DIRECTOR OF PLANNING, HOUSING AND ENVIRONMENTAL HEALTH

14. FOOD & SAFETY

(a) GENERAL

Employees

Salaries

107,600

77,200

78,221

Supplies & Services

Protective Clothing

150

150

54

Health General

1,000

500

36

Miscellaneous Insurance

950

600

616

109,700

78,450

78,927

Less Income

Fees & Charges

Health & Safety

(1,000)

-

-

Sub-total

108,700

78,450

78,927

Central, Departmental & Technical

Support Services

Central Salaries & Administration

9,550

9,600

10,216

Information Technology Expenses

11,450

9,050

7,795

Departmental Administrative Expenses

52,250

35,300

36,958

181,950

132,400

133,896

Full Time Equivalent Number of Staff

(including Support Service Staff)

3.15

2.24

DIRECTOR OF PLANNING, HOUSING AND ENVIRONMENTAL HEALTH

14. FOOD & SAFETY (continued)

(b) FOOD SAFETY

Employees

Salaries

115,400

85,400

86,647

Supplies & Services

Health General

400

400

138

Other Expenses

1,300

6,800

1,780 a)

Third Party Payments

Food Sampling

100

200

80

117,200

92,800

88,645

Less Income

Food Hygiene Rating Systems Re-inspections

(300)

(300)

(815)

Court Costs

(500)

-

-

Fees & Charges

Food Inspection

(1,300)

(1,300)

(1,690)

Training Courses

(3,000)

(1,000)

-

Contribution from Other Bodies

-

(28,500)

(12,500) a)

(5,100)

(31,100)

(15,005)

Sub-total

112,100

61,700

73,640

Central, Departmental & Technical

Support Services

Central Salaries & Administration

7,800

7,800

8,266

Information Technology Expenses

11,800

9,150

7,903

Departmental Administrative Expenses

54,550

39,050

41,022

186,250

117,700

130,831

Full Time Equivalent Number of Staff

(including Support Service Staff)

3.24

2.42

FOOD & SAFETY

(a) GENERAL

181,950

132,400

133,896

(b) FOOD SAFETY

186,250

117,700

130,831

TO SUMMARY

368,200

250,100

264,727

DIRECTOR OF PLANNING, HOUSING AND ENVIRONMENTAL HEALTH

FOOD & SAFETY - FOOD SAFETY

- a) Lower than anticipated expenditure on activities funded by the Local Authority Test and Trace Service Support Grant received from Kent County Council. £16,000 of the funding is to be carried forward for use in 2021/22.

DIRECTOR OF PLANNING, HOUSING AND ENVIRONMENTAL HEALTH

15. PUBLIC HEALTH

Employees

Salaries

168,350

113,550

113,136

Supplies & Services

Healthy Living Initiatives

10,000

10,000

9,813

178,350

123,550

122,949

Less Income

Contribution from Other Bodies

(9,000)

-

-

Public Health Funding

(125,150)

(120,700)

(120,720)

(134,150)

(120,700)

(120,720)

Sub-total

44,200

2,850

2,229

**Central, Departmental & Technical
Support Services**

Central Salaries & Administration

1,950

1,950

2,037

Information Technology Expenses

250

300

242

Departmental Administrative Expenses

83,700

55,950

53,902

TO SUMMARY

130,100

61,050

58,410

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

5.64

3.95

DIRECTOR OF STREET SCENE, LEISURE AND TECHNICAL SERVICES

SUMMARY

	ORIGINAL ESTIMATE £	2020/21 REVISED ESTIMATE £	PROVISIONAL OUTTURN £
1. REFUSE COLLECTION	1,321,350	1,448,550	1,512,277
2. RECYCLING	296,150	828,750	963,799
3. STREET SCENE	1,072,900	1,023,750	853,420
4. PUBLIC CONVENIENCES	311,750	340,050	295,893
5. PEST CONTROL	22,750	21,450	20,213
6. TONBRIDGE & MALLING LEISURE TRUST	113,750	1,073,700	1,243,333
7. LARKFIELD LEISURE CENTRE	1,334,150	1,170,250	1,109,025
8. ANGEL CENTRE	468,900	445,150	402,845
9. TONBRIDGE SWIMMING POOL	922,700	785,700	725,092
10. POULT WOOD GOLF CENTRE	213,250	192,500	176,679
11. SPORTS GROUNDS	637,050	454,850	451,174
12. PLEASURE GROUNDS & OPEN SPACES	704,900	747,700	683,721
13. ALLOTMENTS	9,200	7,400	7,299
14. CHURCHYARDS	10,700	10,800	9,564
15. CEMETERY	86,750	78,350	72,459
16. YOUTH PARTNERSHIPS	69,400	45,000	40,828
17. SPORTS PARTNERSHIPS	64,400	58,850	56,483
18. EVENTS DEVELOPMENT	130,200	99,550	93,054
19. LEISURE STRATEGY	93,350	73,650	71,533
20. PARKING SERVICES	(1,512,700)	(101,450)	65,737
21. TRANSPORTATION	130,700	146,250	141,726
22. SECURITY SERVICES MANAGEMENT (CCTV)	73,000	63,800	57,660
23. BOROUGH DRAINAGE & LAND DRAINAGE RELATED WORK	75,200	72,250	69,407
24. CIVIL CONTINGENCIES	145,000	645,200	494,319
	6,794,800	9,732,050	9,617,540
Full Time Equivalent Number of Staff (Including Support Service Staff)	53.99	62.08	0.00

DIRECTOR OF STREET SCENE, LEISURE AND TECHNICAL SERVICES

1. REFUSE COLLECTION

Employees

Salaries

122,350

167,750

164,118

Premises Related Expenses

Vale Rise Depot Recharge

32,450

32,800

31,642

Supplies & Services

Purchases - Equipment & Materials

3,000

3,000

35

Publicity & Promotion

10,000

8,000

- a)

Emergency Arrangements

150

150

120

Information Leaflets

2,000

1,000

-

Other Expenses

2,200

2,200

4,585

Third Party Payments

Residual Waste Collection

1,118,000

1,208,000

1,310,161 b)

Commercial Waste Collection

400

400

369

1,290,550

1,423,300

1,511,030

Less Income

Fees & Charges

Bulky Waste Collection

(97,850)

(120,000)

(129,036) c)

Additional Collections

(400)

(50)

(180)

Commercial Waste Collection

(400)

(200)

(147)

Contributions from Other Bodies

(7,500)

(7,500)

(20,000) d)

(106,150)

(127,750)

(149,363)

Sub-total

1,184,400

1,295,550

1,361,667

**Central, Departmental & Technical
Support Services**

Central Salaries & Administration

9,550

9,600

9,629

Information Technology Expenses

9,050

6,300

5,428

Departmental Administrative Expenses

64,050

80,050

79,359

Capital Programme Revenue Expenses

50

-

-

Depreciation & Impairment

Non-Current Asset Depreciation

54,250

57,050

56,194

TO SUMMARY

1,321,350

1,448,550

1,512,277

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

3.78

4.95

DIRECTOR OF STREET SCENE, LEISURE AND TECHNICAL SERVICES

REFUSE COLLECTION

- a)** Move to online only promotions plus delay in roll-out of new waste collection service for flats and associated publicity.
- b)** Additional payments to contractor to reflect increased workload arising due to Covid-19.
- c)** Increased demand for household bulky waste collection experienced during the first Covid-19 national lockdown has continued over the remainder of the financial year.
- d)** Higher than anticipated funding from Kent County Council to support service delivery arrangements.

DIRECTOR OF STREET SCENE, LEISURE AND TECHNICAL SERVICES

2. RECYCLING

Employees

Salaries	120,600	234,100	229,146
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Premises Related Expenses

Recycling Centres - Servicing	2,000	15,000	7,072
Rates	1,000	1,000	998

Transport Related Expenses

Vehicle Fuel and Maintenance	-	3,500	3,175
Vehicle Contract Costs and Licences	-	33,000	17,464 a)

Supplies & Services

Purchases - Equipment & Materials	2,000	2,000	3,384
Direct Debit / Bank Charges	200	200	-
Credit / Debit Card Charges	4,000	4,000	5,250
Publicity & Promotion	39,450	31,450	1,250 b)
Emergency Arrangements	50	50	-
Contribution to Kent Resource Partnership	15,000	15,000	15,000
Other Expenses	6,300	7,600	21,579 c)

Third Party Payments

Kerbside Waste Collection			
Dry Recycling	909,000	912,000	983,149 d)
Food Recycling	345,000	348,000	378,307 d)
Garden Waste Recycling	328,000	373,000	390,057 d)
Bring Sites Waste Collection			
Plastic Recycling	-	55,750	55,747
Paper Recycling	-	7,200	6,860
Mixed Dry Recycling	46,000	-	22,730 e)
School Initiatives	1,050	-	-

Carried Forward

1,819,650	2,042,850	2,141,168
-----------	-----------	-----------

- a) Reduction in number of bring sites and increased use of kerbside waste collection services by residents.
- b) Move to online only promotions plus delay in roll-out of new waste collection service for flats and associated publicity.
- c) Use of third party contractor for bin delivery/repair/retrieval.
- d) Additional payments to contractor to reflect increased workload arising due to Covid-19.
- e) Amount due to contractor despite service having not been introduced yet.

DIRECTOR OF STREET SCENE, LEISURE AND TECHNICAL SERVICES

2. RECYCLING (continued)

	ORIGINAL ESTIMATE £	2020/21 REVISED ESTIMATE £	PROVISIONAL OUTTURN £
<u>Brought Forward</u>	1,819,650	2,042,850	2,141,168
Less Income			
Garden Waste Collection	(1,010,000)	(995,000)	(966,610) f)
Textile Recycling	(5,000)	(2,000)	(2,768)
De-minimis Capital Receipts	-	(4,000)	(4,000)
Contributions from Other Bodies	-	(17,000)	(17,000)
Performance Payment	(690,000)	(450,000)	(438,471) g)
	<hr/>	<hr/>	<hr/>
	(1,705,000)	(1,468,000)	(1,428,849)
	<hr/>	<hr/>	<hr/>
<u>Sub-total</u>	114,650	574,850	712,319
Central, Departmental & Technical Support Services			
Central Salaries & Administration	7,550	9,300	9,392
Information Technology Expenses	6,500	27,200	23,431
Departmental Administrative Expenses	61,750	111,400	110,331
Capital Programme Revenue Expenses	4,250	-	-
Depreciation & Impairment			
Non-Current Asset Depreciation	101,450	106,000	108,326
	<hr/>	<hr/>	<hr/>
<u>TO SUMMARY</u>	296,150	828,750	963,799
	<hr/>	<hr/>	<hr/>
Full Time Equivalent Number of Staff (including Support Service Staff)	3.66	7.09	

f) Higher than anticipated cancellations and non-payments at renewal. Improved IT processes are expected to reduce non-payment.

g) Increased tonnages arising from Covid-19 experienced during the first half of the year has continued into the second half.

DIRECTOR OF STREET SCENE, LEISURE AND TECHNICAL SERVICES

3. STREET SCENE

Employees

Salaries	127,950	108,700	106,301
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Supplies & Services

Purchases - Equipment & Materials	10,000	9,000	4,245
Abatement Initiatives (Self Help)	15,000	5,000	3,528
Responsible Dog Ownership	11,000	11,000	10,455
Graffiti Removal	4,000	2,000	730
Dog Warden	73,450	65,500	65,137
Emergency Arrangements	150	150	120

Third Party Payments

Amenity & Street Cleansing	804,000	794,000	633,859 a)
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	1,045,550	995,350	824,375
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Less Income

Fees & Charges			
Amenity Cleansing for Clarion Homes	(26,800)	(26,800)	(26,541)
Stray Dogs Redemption Fees	(7,000)	(5,000)	(3,385)
Fixed Penalty Notices	(6,250)	(500)	(50) b)
Clearance Costs and Contributions from Other Bodies	(6,800)	(600)	(1,604)

	(46,850)	(32,900)	(31,580)
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Sub-total

	998,700	962,450	792,795
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Central, Departmental & Technical Support Services

Central Salaries & Administration	8,700	8,650	8,680
Information Technology Expenses	6,000	4,600	3,991
Departmental Administrative Expenses	59,500	48,050	47,954

TO SUMMARY

	1,072,900	1,023,750	853,420
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Full Time Equivalent Number of Staff
(including Support Service Staff)

3.65	3.18
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a) Underspend primarily due to suspension of high speed road cleansing due to Covid-19.

b) Reduced enforcement activity due to Covid-19 and diversion of staff resources to waste collection.

DIRECTOR OF STREET SCENE, LEISURE AND TECHNICAL SERVICES

4. PUBLIC CONVENIENCES

Employees

Salaries	18,550	23,600	23,009
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Premises Related Expenses

Building Repairs Expenditure	74,900	90,800	16,137 a)
Electricity	12,000	18,000	22,237 b)
Rates	-	-	18,887 c)
Water Charges (Metered)	12,500	12,500	10,913
Sewerage & Environmental Services	15,000	18,000	16,525
Premises Insurance	3,100	3,150	3,128

Third Party Payments

Public Convenience Cleansing	82,850	73,050	84,128 d)
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<hr/>	<hr/>	<hr/>
218,900	239,100	194,964

Less Income

Fees & Charges			
Radar Keys	(50)	(50)	(80)

Sub-total

<hr/>	<hr/>	<hr/>
218,850	239,050	194,884

Central, Departmental & Technical Support Services

Central Salaries & Administration	5,500	5,400	5,434
Information Technology Expenses	600	400	355
Departmental Administrative Expenses	9,800	11,350	11,368

Depreciation & Impairment

Non-Current Asset Depreciation	77,000	83,850	83,852
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TO SUMMARY

<hr/>	<hr/>	<hr/>
311,750	340,050	295,893

Full Time Equivalent Number of Staff

(including Support Service Staff)	0.63	0.76
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- a) Upgrade/refurbishment works and decoration slipped to 2021/22.
- b) Higher than anticipated utility costs.
- c) Non-Domestic Rating (Public Lavatories) Bill did not make its way through Parliament until 20 April 2021. Royal Assent has now been given and, as the legislation is intended to apply from April 2020, the Council will receive refunds in 2021/22 in respect of rates for 2020/21.
- d) Increase in extended contract costs pending new tender process for reduced number of public conveniences.

DIRECTOR OF STREET SCENE, LEISURE AND TECHNICAL SERVICES

5. PEST CONTROL

Employees

Salaries

7,550

8,550

8,409

Financial Hardship Subsidy

1,500

750

596

Sub-total

9,050

9,300

9,005

**Central, Departmental & Technical
Support Services**

Central Salaries & Administration

2,250

2,200

2,158

Information Technology Expenses

7,350

5,850

5,032

Departmental Administrative Expenses

4,100

4,100

4,018

TO SUMMARY

22,750

21,450

20,213

Full Time Equivalent Number of Staff

(including Support Service Staff)

0.35

0.36

DIRECTOR OF STREET SCENE, LEISURE AND TECHNICAL SERVICES

	ORIGINAL ESTIMATE £	2020/21 REVISED ESTIMATE £	PROVISIONAL OUTTURN £
6. <u>TONBRIDGE & MALLING LEISURE TRUST</u>			
Employees			
Salaries	43,200	44,200	43,798
Supplies & Services			
Legal Fees	-	7,700	8,390
Consultancy Fees	-	-	1,542 a)
Third Party Payments			
Management Fee	-	300,000	300,000
Utility Cost Sharing	-	-	(1,996)
Employers' Superannuation Costs	41,300	40,800	38,924
General	-	900,000	900,000
	<hr/>	<hr/>	<hr/>
	84,500	1,292,700	1,290,658
Less Income			
Government Grant	-	(250,000)	(76,542) a)
	<hr/>	<hr/>	<hr/>
<u>Sub-total</u>	84,500	1,042,700	1,214,116
Central, Departmental & Technical Support Services			
Central Salaries & Administration	9,150	11,850	11,949
Information Technology Expenses	50	50	19
Departmental Administrative Expenses	20,050	19,100	17,249
	<hr/>	<hr/>	<hr/>
<u>TO SUMMARY</u>	113,750	1,073,700	1,243,333
	<hr/>	<hr/>	<hr/>
Full Time Equivalent Number of Staff (including Support Service Staff)	1.27	1.31	

- a) Of the financial support provided to the Trust in 2020/21 a sum of £175,000 is to be met from an earmarked reserve.

DIRECTOR OF STREET SCENE, LEISURE AND TECHNICAL SERVICES

7. LARKFIELD LEISURE CENTRE

Employees

Salaries

1,100

1,150

1,138

Premises Related Expenses

Building Repairs Expenditure

168,000

262,500

198,402 a)

Premises Insurance

25,350

25,550

25,560

Third Party Payments

Loss of Income Claims

238,000

59,500

66,620 b)

Sub-total

432,450

348,700

291,720

**Central, Departmental & Technical
Support Services**

Central Salaries & Administration

15,200

15,000

15,188

Information Technology Expenses

150

150

132

Departmental Administrative Expenses

400

400

369

Capital Programme Revenue Expenses

19,500

-

-

Depreciation & Impairment

Non-Current Asset Depreciation

866,450

806,000

801,616

TO SUMMARY

1,334,150

1,170,250

1,109,025

Full Time Equivalent Number of Staff

(Including Support Service Staff)

0.58

0.26

- a) Sports hall stores retaining wall replacement and legionella works slipped to 2021/22.
- b) Loss of income claim in respect of ongoing legionella testing.

DIRECTOR OF STREET SCENE, LEISURE AND TECHNICAL SERVICES

8. ANGEL CENTRE

Employees

Salaries

Premises Related Expenses

Building Repairs Expenditure

Premises Insurance

Sub-total

**Central, Departmental & Technical
Support Services**

Central Salaries & Administration

Information Technology Expenses

Departmental Administrative Expenses

Capital Programme Revenue Expenses

Depreciation & Impairment

Non-Current Asset Depreciation

TO SUMMARY

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

	ORIGINAL ESTIMATE £	2020/21 REVISED ESTIMATE £	PROVISIONAL OUTTURN £
Salaries	3,000	2,800	2,797
Building Repairs Expenditure	78,850	104,650	64,316 a)
Premises Insurance	12,400	12,450	12,472
<u>Sub-total</u>	94,250	119,900	79,585
Central Salaries & Administration	6,200	6,100	6,160
Information Technology Expenses	150	100	97
Departmental Administrative Expenses	750	700	694
Capital Programme Revenue Expenses	5,100	-	-
Non-Current Asset Depreciation	362,450	318,350	316,309
<u>TO SUMMARY</u>	468,900	445,150	402,845
Full Time Equivalent Number of Staff (Including Support Service Staff)	0.27	0.18	

a) Changing room works and ventilation control panel replacement slipped to 2021/22.

DIRECTOR OF STREET SCENE, LEISURE AND TECHNICAL SERVICES

9. TONBRIDGE SWIMMING POOL

Employees

Salaries

Premises Related Expenses

Building Repairs Expenditure

Premises Insurance

Sub-total

**Central, Departmental & Technical
Support Services**

Central Salaries & Administration

Information Technology Expenses

Departmental Administrative Expenses

Capital Programme Revenue Expenses

Depreciation & Impairment

Non-Current Asset Depreciation

TO SUMMARY

Full Time Equivalent Number of Staff

(Including Support Service Staff)

	ORIGINAL ESTIMATE £	2020/21 REVISED ESTIMATE £	PROVISIONAL OUTTURN £
Salaries	3,000	2,800	2,797
Building Repairs Expenditure	354,350	317,950	258,409 a)
Premises Insurance	19,250	19,450	19,427
<u>Sub-total</u>	376,600	340,200	280,633
Central Salaries & Administration	10,950	10,700	10,844
Information Technology Expenses	150	150	112
Departmental Administrative Expenses	750	700	694
Capital Programme Revenue Expenses	1,200	-	-
Non-Current Asset Depreciation	533,050	433,950	432,809
<u>TO SUMMARY</u>	922,700	785,700	725,092
Full Time Equivalent Number of Staff (Including Support Service Staff)	0.28	0.26	

- a) BMS system maintenance/upgrade, servicing of air handling/fire alarm system and pool hall lighting maintenance slipped to 2021/22.

DIRECTOR OF STREET SCENE, LEISURE AND TECHNICAL SERVICES

10. POULT WOOD GOLF CENTRE

Employees

Salaries

1,400

1,450

1,461

Premises Related Expenses

Building Repairs Expenditure

38,050

29,450

16,033 a)

Maintenance of Grounds

950

900

911

Premises Insurance

5,000

4,900

4,900

Transport Related Expenses

Transport Insurance

6,250

5,600

5,578

Sub-total

51,650

42,300

28,883

**Central, Departmental & Technical
Support Services**

Central Salaries & Administration

7,400

7,250

7,319

Information Technology Expenses

100

100

71

Departmental Administrative Expenses

550

550

547

Capital Programme Revenue Expenses

850

-

-

Depreciation & Impairment

Non-Current Asset Depreciation

152,700

142,300

139,859

TO SUMMARY

213,250

192,500

176,679

Full Time Equivalent Number of Staff

(Including Support Service Staff)

0.16

0.15

a) Hard paving surface repairs slipped to 2021/22.

DIRECTOR OF STREET SCENE, LEISURE AND TECHNICAL SERVICES

11. SPORTS GROUNDS

Employees

Salaries	38,150	38,350	37,642
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Premises Related Expenses

Building Repairs Expenditure	144,050	23,250	13,196 a)
Maintenance of Grounds	20,650	18,650	28,337 b)
Rates	550	550	549
Premises Insurance	2,350	2,300	2,308

Transport Related Expenses

Repairs & Maintenance	200	200	222
Licences	150	150	134
Petrol / Oil	600	600	586
Car Allowances	400	400	162
Transport Insurance	250	200	199

Supplies & Services

Clothing, Uniform & Laundry	150	150	-
Stationery	50	50	34
Gates / Security	2,000	2,000	-
Honoraria	1,100	1,100	1,100
Postages	50	50	8
Telephones	100	100	72
Capital Grants & Contributions (RECS)	-	21,000	20,194
Licences	100	100	70

Third Party Payments

Grounds Maintenance Contract	246,200	242,950	243,190
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Carried Forward

457,100	352,150	348,003
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- a) Legionella works at Tonbridge Farm Pavilion slipped to 2021/22.
- b) Overspend due to essential drainage survey at Tonbridge Racecourse and emergency repairs to main path at Tonbridge Farm.

DIRECTOR OF STREET SCENE, LEISURE AND TECHNICAL SERVICES

11. SPORTS GROUNDS (continued)

	ORIGINAL ESTIMATE £	2020/21 REVISED ESTIMATE £	PROVISIONAL OUTTURN £
<u>Brought Forward</u>	457,100	352,150	348,003
Less Income			
Rents			
Rents	(14,850)	(15,200)	(14,250)
Capital Grants Received (RECS)	-	(21,000)	(20,194)
	<hr/>	<hr/>	<hr/>
	(14,850)	(36,200)	(34,444)
	<hr/>	<hr/>	<hr/>
<u>Sub-total</u>	442,250	315,950	313,559
Central, Departmental & Technical Support Services			
Central Salaries & Administration	12,150	12,050	11,924
Information Technology Expenses	750	550	487
Departmental Administrative Expenses	17,250	17,550	16,745
Capital Programme Revenue Expenses	27,450	-	-
Depreciation & Impairment			
Non-Current Asset Depreciation	137,200	108,750	108,459
	<hr/>	<hr/>	<hr/>
<u>TO SUMMARY</u>	637,050	454,850	451,174
	<hr/>	<hr/>	<hr/>
Full Time Equivalent Number of Staff (including Support Service Staff)	1.82	1.38	

DIRECTOR OF STREET SCENE, LEISURE AND TECHNICAL SERVICES

12. PLEASURE GROUNDS & OPEN SPACES

(a) TONBRIDGE CASTLE GROUNDS

Employees

Salaries	15,850	15,700	15,470
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Premises Related Expenses

Maintenance of Grounds	4,500	4,000	672
Electricity	1,000	1,000	481
Rates	1,250	1,250	1,273
Premises Insurance	50	50	47

Supplies & Services

Purchases - Equipment & Materials	10,000	8,500	4,728
Licences	400	400	295

Third Party Payments

Grounds Maintenance Contract	85,400	84,500	84,535
Tonbridge Hanging Baskets	5,000	5,000	5,000

	123,450	120,400	112,501
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Less Income

Fees & Charges - Mooring Fees	(150)	(150)	(87)
Rents			
Rights over Water	-	(200)	(200)
Mobile Catering Concession	(2,000)	-	-

	(2,150)	(350)	(287)
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Sub-total

	121,300	120,050	112,214
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Central, Departmental & Technical Support Services

Central Salaries & Administration	2,550	2,500	2,511
Information Technology Expenses	400	250	197
Departmental Administrative Expenses	6,550	6,550	6,277

Depreciation & Impairment

Non-Current Asset Depreciation	14,100	7,600	7,620
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	144,900	136,950	128,819
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Full Time Equivalent Number of Staff
(Including Support Service Staff)

0.52	0.52	
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DIRECTOR OF STREET SCENE, LEISURE AND TECHNICAL SERVICES

PLEASURE GROUNDS & OPEN SPACES - TONBRIDGE CASTLE GROUNDS

DIRECTOR OF STREET SCENE, LEISURE AND TECHNICAL SERVICES

12. PLEASURE GROUNDS & OPEN SPACES
(continued)

(b) HAYSDEN COUNTRY PARK

Employees

Salaries	37,800	39,400	38,616
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Premises Related Expenses

Building Repairs Expenditure	2,300	10,900	10,400
Maintenance of Grounds	9,250	8,000	7,428
Electricity	1,500	1,500	1,090
Water Charges (Metered)	50	50	-
Sewerage & Environmental Services	900	900	1,240
Cleaning & Domestic Supplies	6,000	6,700	7,625
Premises Insurance	350	300	299

Supplies & Services

Purchases - Equipment & Materials	2,850	2,500	269
Maintenance - General	1,850	1,800	1,470
Clothing, Uniforms & Laundry	50	50	-
Cash Collection	1,400	1,200	883
Trade Refuse Charges	650	650	643
Dog Bin Emptying	750	300	289
Gates / Security	9,100	7,200	6,969
Rodent Control	450	450	315
Litter Collection	6,250	6,450	7,173
Advertising	700	500	439

Third Party Payments

Grounds Maintenance Contract	26,200	25,750	25,741
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Carried Forward

108,400	114,600	110,889
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DIRECTOR OF STREET SCENE, LEISURE AND TECHNICAL SERVICES

12. PLEASURE GROUNDS & OPEN SPACES
(continued)

(b) HAYSDEN COUNTRY PARK (continued)

	ORIGINAL ESTIMATE £	2020/21 REVISED ESTIMATE £	PROVISIONAL OUTTURN £
<u>Brought Forward</u>	108,400	114,600	110,889
Less Income			
Fees & Charges			
Car Parking Fees	(72,000)	(70,000)	(97,481) a)
Car Park Season Tickets	(3,100)	(12,000)	(14,430)
Educational Visits	(350)	-	(1)
Rents			
Rights over Water	(5,300)	(5,300)	(5,304)
Mobile Catering Concession	(7,900)	(7,800)	(7,776)
	<hr/>	<hr/>	<hr/>
	(88,650)	(95,100)	(124,992)
	<hr/>	<hr/>	<hr/>
<u>Sub-total</u>	19,750	19,500	(14,103)
Central, Departmental & Technical Support Services			
Central Salaries & Administration	2,550	2,500	2,511
Information Technology Expenses	1,750	1,150	985
Departmental Administrative Expenses	17,100	17,850	17,108
Capital Programme Revenue Expenses	4,200	-	-
Depreciation & Impairment			
Non-Current Asset Depreciation	31,500	32,900	32,829
	<hr/>	<hr/>	<hr/>
	76,850	73,900	39,330
	<hr/>	<hr/>	<hr/>
Full Time Equivalent Number of Staff (Including Support Service Staff)	1.31	1.30	

- a) Increased usage of country park experienced during the first Covid-19 national lockdown in the spring/summer has continued as result of second/third national lockdowns and tier 4 restrictions in the autumn/winter.

DIRECTOR OF STREET SCENE, LEISURE AND TECHNICAL SERVICES

12. PLEASURE GROUNDS & OPEN SPACES
(continued)

(c) OPEN SPACES
& AMENITY AREAS BOROUGH - WIDE

Employees

Salaries	55,000	61,700	60,546
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Premises Related Expenses

Building Repairs Expenditure	1,000	1,000	-
Maintenance of Grounds	27,400	25,000	26,742
Maintenance of Play Equipment	7,500	7,500	12,028 a)
Bridge Maintenance	5,000	32,500	35,746
Electricity	3,100	3,100	2,778
Premises Insurance	1,950	1,900	1,910

Supplies & Services

Purchases - Equipment & Materials	800	4,350	5,081
Dog Bin Emptying	350	150	154
Rodent Control	150	150	-
Miscellaneous Insurance	150	150	142
Telephones	150	150	173

Third Party Payments

Grounds Maintenance Contract	133,900	134,150	134,183
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Carried Forward

236,450	271,800	279,483
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- a) Increased use of facilities has resulted in higher than anticipated repairs of play equipment.

DIRECTOR OF STREET SCENE, LEISURE AND TECHNICAL SERVICES

12. PLEASURE GROUNDS & OPEN SPACES
(continued)

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

	ORIGINAL ESTIMATE £	2020/21 REVISED ESTIMATE £	PROVISIONAL OUTTURN £
<u>Brought Forward</u>	236,450	271,800	279,483
Less Income			
Interest Receipts	(3,450)	(3,450)	(3,434)
Rents			
Land	(19,150)	(18,750)	(18,331)
Wayleave Agreement	(1,250)	(1,250)	(2,496)
	<hr/>	<hr/>	<hr/>
	(23,850)	(23,450)	(24,261)
	<hr/>	<hr/>	<hr/>
<u>Sub-total</u>	212,600	248,350	255,222
Central, Departmental & Technical Support Services			
Central Salaries & Administration	5,400	5,850	5,956
Information Technology Expenses	1,200	950	803
Departmental Administrative Expenses	25,250	28,400	27,243
Depreciation & Impairment			
Non-Current Asset Depreciation	38,500	29,000	28,116
	<hr/>	<hr/>	<hr/>
	282,950	312,550	317,340
	<hr/>	<hr/>	<hr/>
Full Time Equivalent Number of Staff (Including Support Service Staff)	1.81	2.01	

DIRECTOR OF STREET SCENE, LEISURE AND TECHNICAL SERVICES

12. PLEASURE GROUNDS & OPEN SPACES
(continued)

(d) PATROLLING

Employees

Salaries	5,150	5,400	5,295
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Transport Related Expenses

Repairs & Maintenance	200	200	222
Licences	100	100	134
Petrol / Oil	650	650	587
Transport Insurance	200	200	199

Supplies & Services

Clothing, Uniform & Laundry	150	150	-
Gates / Security	2,000	2,000	-
Telephones	50	50	60

Sub-total

8,500	8,750	6,497
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**Central, Departmental & Technical
Support Services**

Central Salaries & Administration	1,200	1,200	1,183
Information Technology Expenses	150	100	60
Departmental Administrative Expenses	2,300	2,400	2,323

12,150	12,450	10,063
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Full Time Equivalent Number of Staff
(Including Support Service Staff)

0.17	0.18	
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DIRECTOR OF STREET SCENE, LEISURE AND TECHNICAL SERVICES

12. PLEASURE GROUNDS & OPEN SPACES
(continued)

(e) COUNTRYSIDE / WOODLAND
MANAGEMENT

Employees

Salaries

13,850

14,450

14,171

Premises Related Expenses

Maintenance of Grounds

12,500

13,050

17,025 a)

Tree Planting Schemes

2,300

-

-

Supplies & Services

Purchases - Equipment & Materials

300

300

-

Health & Safety - Trees

30,000

50,000

53,697

Miscellaneous Insurance

50

50

16

Third Party Payments

Medway Valley Countryside Partnership

9,000

6,650

6,625

68,000

84,500

91,534

Less Income

Partnership Funding

-

(550)

(6,296) a)

Sub-total

68,000

83,950

85,238

Central, Departmental & Technical
Support Services

Central Salaries & Administration

6,100

6,050

6,058

Information Technology Expenses

1,100

950

824

Departmental Administrative Expenses

6,250

6,600

6,311

81,450

97,550

98,431

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

0.53

0.56

- a) Woodland work at Holly Hill Wood funded by Kent County Council's Old Chalk New Downs project.

DIRECTOR OF STREET SCENE, LEISURE AND TECHNICAL SERVICES

12. PLEASURE GROUNDS & OPEN SPACES
(continued)

(f) LEYBOURNE LAKES COUNTRY PARK

Employees

Salaries	72,150	68,000	66,142
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Premises Related Expenses

Building Repairs Expenditure	2,700	4,200	2,603
Maintenance of Grounds	12,050	12,050	13,807
Electricity	3,600	2,000	68
Drainage Rates	50	50	24
Water Charges (Metered)	1,750	2,000	935
Sewerage & Environmental Services	1,000	1,000	1,027
Cleaning & Domestic Supplies	5,700	6,500	7,512
Premises Insurance	650	600	589

Transport Related Expenses

Repairs & Maintenance	250	250	774
Transport Insurance	450	400	399

Supplies & Services

Purchases - Equipment & Materials	850	1,000	1,260
Maintenance - General	1,250	1,200	1,048
Clothing, Uniforms & Laundry	500	750	961
Printing & Stationery	700	500	100
Professional Fees	5,000	5,000	7,500
Cash Collection	1,150	800	806
Trade Refuse Charges	2,100	1,950	1,835
Dog Bin Emptying	500	300	289
Gates / Security	9,950	22,250	20,398
Pest Control	200	200	193
Wildlife Monitoring	400	350	-
Hall Hire for User Group	100	-	-
Telephones	700	1,100	1,090

Carried Forward

123,750	132,450	129,360
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DIRECTOR OF STREET SCENE, LEISURE AND TECHNICAL SERVICES

PLEASURE GROUNDS & OPEN SPACES - LEYBOURNE LAKES COUNTRY PARK

DIRECTOR OF STREET SCENE, LEISURE AND TECHNICAL SERVICES

12. PLEASURE GROUNDS & OPEN SPACES
(continued)

(f) LEYBOURNE LAKES COUNTRY PARK
(continued)

	ORIGINAL ESTIMATE £	2020/21 REVISED ESTIMATE £	PROVISIONAL OUTTURN £
<u>Brought Forward</u>	123,750	132,450	129,360
Less Income			
Car Parking Fees	(45,000)	(48,000)	(67,155) a)
Car Park Season Tickets	(550)	(200)	(100)
Educational Visits	(450)	-	-
Interest Receipts	(6,650)	(1,500)	(919)
Rents			
Land	(350)	(350)	(350)
Mobile Catering Concession	(5,350)	(5,250)	(5,272)
Windsurfing / Diving Concession	(6,650)	(6,000)	(6,000)
Fishing Concession	(20,800)	(21,250)	(21,239)
Contributions from Other Bodies	(6,000)	(7,500)	(7,500)
	<u>(91,800)</u>	<u>(90,050)</u>	<u>(108,535)</u>
<u>Sub-total</u>	31,950	42,400	20,825
Central, Departmental & Technical Support Services			
Central Salaries & Administration	3,600	4,650	4,646
Information Technology Expenses	1,600	1,050	890
Departmental Administrative Expenses	36,500	31,850	31,191
Capital Programme Revenue Expenses	4,100	-	-
Depreciation & Impairment			
Non-Current Asset Depreciation	28,850	34,350	32,186
	<u>106,600</u>	<u>114,300</u>	<u>89,738</u>
Full Time Equivalent Number of Staff (Including Support Service Staff)	2.80	2.45	

PLEASURE GROUNDS & OPEN SPACES

(a) TONBRIDGE CASTLE GROUNDS	144,900	136,950	128,819
(b) HAYSDEN COUNTRY PARK	76,850	73,900	39,330
(c) OPEN SPACES & AMENITY AREAS	282,950	312,550	317,340
(d) PATROLLING	12,150	12,450	10,063
(e) COUNTRYSIDE / WOODLAND MANAGE'T	81,450	97,550	98,431
(f) LEYBOURNE LAKES COUNTRY PARK	106,600	114,300	89,738
	<u>704,900</u>	<u>747,700</u>	<u>683,721</u>
<u>TO SUMMARY</u>			

DIRECTOR OF STREET SCENE, LEISURE AND TECHNICAL SERVICES

PLEASURE GROUNDS & OPEN SPACES - LEYBOURNE LAKES COUNTRY PARK (continued)

- a) Increased usage of country park experienced during the first Covid-19 national lockdown in the spring/summer has continued as result of second/third national lockdowns and tier 4 restrictions in the autumn/winter.

DIRECTOR OF STREET SCENE, LEISURE AND TECHNICAL SERVICES

13. ALLOTMENTS

Employees

Salaries

300

500

489

Premises Related Expenses

Drainage Rates

50

50

15

Premises Insurance

100

100

84

Third Party Payments

Management Fee to T.A.G.A.

5,100

5,100

5,100

5,550

5,750

5,688

Less Income

Rents

-

-

(1)

5,550

5,750

5,687

Sub-total

**Central, Departmental & Technical
Support Services**

Central Salaries & Administration

400

350

299

Information Technology Expenses

50

-

11

Departmental Administrative Expenses

100

200

205

Capital Programme Revenue Expenses

2,000

-

-

Depreciation & Impairment

Non-Current Asset Depreciation

1,100

1,100

1,097

9,200

7,400

7,299

TO SUMMARY

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

0.05

0.02

DIRECTOR OF STREET SCENE, LEISURE AND TECHNICAL SERVICES

14. CHURCHYARDS

Employees

Salaries

2,300

2,800

2,767

Premises Related Expenses

Maintenance of Grounds

2,150

1,600

519

Third Party Payments

Grounds Maintenance Contract

4,300

4,250

4,231

8,750

8,650

7,517

Less Income

Contributions from Other Bodies

(50)

(50)

(12)

8,700

8,600

7,505

Sub-total

**Central, Departmental & Technical
Support Services**

Central Salaries & Administration

950

950

861

Information Technology Expenses

150

100

82

Departmental Administrative Expenses

900

1,150

1,116

10,700

10,800

9,564

TO SUMMARY

Full Time Equivalent Number of Staff

(Including Support Service Staff)

0.08

0.09

DIRECTOR OF STREET SCENE, LEISURE AND TECHNICAL SERVICES

15. CEMETERY

Employees

Salaries

Premises Related Expenses

Building Repairs Expenditure

Maintenance of Grounds

Electricity

Rates

Water Charges (Metered)

Sewerage & Environmental Services

Premises Insurance

Supplies & Services

Purchases - Equipment & Materials

Third Party Payments

Grounds Maintenance Contract

Carried Forward

	2020/21		
ORIGINAL ESTIMATE £	REVISED ESTIMATE £	PROVISIONAL OUTTURN £	
24,600	24,800	24,355	
2,100	1,850	1,297	
5,600	5,600	7,706	
1,300	2,000	3,039	
8,900	8,850	8,867	
200	200	72	
100	150	115	
750	750	748	
1,950	1,950	2,560	
63,050	57,000	59,897	
108,550	103,150	108,656	

DIRECTOR OF STREET SCENE, LEISURE AND TECHNICAL SERVICES

15. CEMETERY (continued)

	ORIGINAL ESTIMATE £	2020/21 REVISED ESTIMATE £	PROVISIONAL OUTTURN £
<u>Brought Forward</u>	108,550	103,150	108,656
Less Income			
Fees & Charges			
Graves - Exclusive Right of Burial	(18,450)	(20,000)	(25,590)
Interments	(21,400)	(25,000)	(28,085)
Memorials - Erection	(2,150)	(2,200)	(3,890)
Memorials - Inscription	(4,000)	(1,500)	(1,092)
Register Search	(950)	(500)	(379)
Memorial Garden - Lease of Tablet / Vault	(13,650)	(12,500)	(13,787)
Memorial Garden - Plaque / Inscription	(1,400)	(5,000)	(5,048)
Use of Chapel	(2,550)	(1,500)	(1,395)
	<hr/>	<hr/>	<hr/>
	(64,550)	(68,200)	(79,266) a)
	<hr/>	<hr/>	<hr/>
<u>Sub-total</u>	44,000	34,950	29,390
Central, Departmental & Technical Support Services			
Central Salaries & Administration	5,950	5,800	5,789
Information Technology Expenses	1,300	800	691
Departmental Administrative Expenses	10,600	10,800	10,319
Capital Programme Revenue Expenses	300	-	-
Depreciation & Impairment			
Non-Current Asset Depreciation	24,600	26,000	26,270
	<hr/>	<hr/>	<hr/>
<u>TO SUMMARY</u>	86,750	78,350	72,459
	<hr/>	<hr/>	<hr/>
Full Time Equivalent Number of Staff (Including Support Service Staff)	0.83	0.84	

a) Higher than anticipated demand for services.

DIRECTOR OF STREET SCENE, LEISURE AND TECHNICAL SERVICES

16. YOUTH PARTNERSHIPS

Employees

Salaries

28,600

25,150

24,937

Supplies & Services

Leisure Pass Subsidy

8,000

3,000

702 a)

Playscheme Plus

500

-

-

Marketing

6,000

-

-

Youth Forum

2,900

-

-

Youth Development Initiatives

3,600

-

33

49,600

28,150

25,672

Less Income

Fees & Charges

Activate

-

-

-

Sub-total

49,600

28,150

25,672

**Central, Departmental & Technical
Support Services**

Central Salaries & Administration

4,000

3,950

3,896

Information Technology Expenses

2,600

1,950

1,661

Departmental Administrative Expenses

13,200

10,950

9,599

TO SUMMARY

69,400

45,000

40,828

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

0.86

0.75

- a) Youth activities further curtailed due to second/third Covid-19 national lockdowns and tier 4 restrictions in the autumn/winter.

DIRECTOR OF STREET SCENE, LEISURE AND TECHNICAL SERVICES

17. SPORTS PARTNERSHIPS

Employees

Salaries

39,300

37,350

37,067

Supplies & Services

Sports Development Programme

5,000

3,100

3,052

44,300

40,450

40,119

Less Income

Fees & Charges

-

-

-

Contributions from Other Bodies

(500)

-

-

Sub-total

43,800

40,450

40,119

**Central, Departmental & Technical
Support Services**

Central Salaries & Administration

1,500

1,450

1,463

Information Technology Expenses

500

300

251

Departmental Administrative Expenses

18,600

16,650

14,650

TO SUMMARY

64,400

58,850

56,483

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

1.11

1.04

DIRECTOR OF STREET SCENE, LEISURE AND TECHNICAL SERVICES

18. EVENTS DEVELOPMENT

Employees

Salaries

Supplies & Services

Poster Sites

Arts Support

Events Support

Marketing

Publicity & Promotion

Licences

Tourism & Promotion of Facilities

Less Income

Events Income

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 £	2020/21 REVISED ESTIMATE £	PROVISIONAL OUTTURN £
	49,250	46,900	46,540
	2,000	700	1,077
	8,150	-	-
	20,200	3,000	(52) a)
	4,000	-	-
	1,600	-	-
	1,850	1,000	188
	11,500	-	-
	<hr/>	<hr/>	<hr/>
	98,550	51,600	47,753
	(20,000)	(1,500)	(1,700)
	<hr/>	<hr/>	<hr/>
	78,550	50,100	46,053
	29,150	29,150	28,874
	650	500	434
	21,850	19,800	17,693
	<hr/>	<hr/>	<hr/>
	130,200	99,550	93,054
	<hr/>	<hr/>	<hr/>
	1.94	1.89	

- a) Events programme further curtailed due to second/third Covid-19 national lockdowns and tier 4 restrictions in the autumn/winter.

DIRECTOR OF STREET SCENE, LEISURE AND TECHNICAL SERVICES

19. LEISURE STRATEGY

Employees

Salaries

59,900

51,950

51,534

Supplies & Services

Market Research / Audit Programme

4,250

-

-

Community Group Funding

8,000

3,850

3,427

Sub-total

72,150

55,800

54,961

**Central, Departmental & Technical
Support Services**

Central Salaries & Administration

1,250

1,200

948

Information Technology Expenses

-

-

27

Departmental Administrative Expenses

19,950

16,650

15,597

TO SUMMARY

93,350

73,650

71,533

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

1.23

1.07

Analysis of Salaries:-

Leisure Planning / Policy

£

30,400

£

26,100

£

26,002

Market Research

1,600

-

-

Liaison with Outside Bodies

27,900

25,850

25,532

59,900

51,950

51,534

DIRECTOR OF STREET SCENE, LEISURE AND TECHNICAL SERVICES

20. PARKING SERVICES

(a) OFF-STREET

Employees

Salaries	194,750	203,200	202,680
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Premises Related Expenses

Maintenance of Grounds	207,000	203,750	208,384
Repairs & Maintenance	30,000	105,000	111,376 a)
Winter Maintenance	5,000	5,000	10,557 b)
Electricity	2,300	2,300	2,303
Rates	264,600	263,500	261,679
Premises Insurance	2,650	2,350	2,338

Transport Related Expenses

Repairs & Maintenance	1,200	4,000	3,968
Licences	450	650	439
Petrol / Oil	3,000	3,000	3,915
Transport Insurance	900	800	797

Supplies & Services

Purchases - Equipment & Materials	2,000	2,000	1,424
Maintenance - General	25,200	20,350	24,499
Uniforms	1,000	1,000	511
Stationery	10,000	10,000	6,233 c)
Cash Collection	53,500	45,000	41,670 c)
Payment to Principals / Ticket Refunds	492,000	284,000	233,538 c)
Advertising	1,000	500	-
Adjudication & Enforcement Services	6,000	4,750	3,389
Capital Grants & Contributions (RECS)	-	-	-
Security Services Mgt. Recharge (CCTV)	197,450	172,450	155,897 d)

Carried Forward

1,500,000	1,333,600	1,275,597
-----------	-----------	-----------

- a) Costs of works at Angel car park higher than anticipated. Recharged to Sainsburys.
- b) Increased use of third party contractor for gritting Council land and replenishing of rock salt stock.
- c) Usage of car parks further reduced due to second/third Covid-19 national lockdowns and tier 4 restrictions in the autumn/winter.
- d) Costs of CCTV monitoring and repairs to equipment lower than anticipated (see page SSLTS 37).

DIRECTOR OF STREET SCENE, LEISURE AND TECHNICAL SERVICES

20. PARKING SERVICES (continued)

(a) OFF-STREET (continued)

	ORIGINAL ESTIMATE £	2020/21 REVISED ESTIMATE £	PROVISIONAL OUTTURN £
<u>Brought Forward</u>	1,500,000	1,333,600	1,275,597
Less Income			
Fees & Charges			
Car Park Season Tickets	(257,000)	(79,000)	(74,716) c)
Short Stay Parking	(1,983,000)	(1,040,000)	(869,502) c)
Long Stay Parking	(795,000)	(380,000)	(315,712) c)
Penalty Charge Notices	(110,000)	(79,000)	(81,450)
General	(14,200)	(9,000)	(6,280)
Management of Angel / Botany Car Parks	(106,200)	(175,100)	(181,872) a)
Rent - Snodland Town Market / Tonbridge Sunday Farmers' Market / River Lawn Car Park	(18,200)	(24,100)	(24,086)
	<hr/>	<hr/>	<hr/>
	(3,283,600)	(1,786,200)	(1,553,618)
	<hr/>	<hr/>	<hr/>
<u>Sub-total</u>	(1,783,600)	(452,600)	(278,021)
Central, Departmental & Technical Support Services			
Central Salaries & Administration	25,150	24,600	24,501
Information Technology Expenses	45,600	31,700	27,359
Departmental Administrative Expenses	58,350	64,450	63,306
Capital Programme Revenue Expenses	69,900	-	-
Depreciation & Impairment			
Non-Current Asset Depreciation	101,250	103,450	103,052
	<hr/>	<hr/>	<hr/>
	(1,483,350)	(228,400)	(59,803)
	<hr/>	<hr/>	<hr/>
Full Time Equivalent Number of Staff (including Support Service Staff)	8.45	7.41	

DIRECTOR OF STREET SCENE, LEISURE AND TECHNICAL SERVICES

20. PARKING SERVICES (continued)

(b) ON-STREET

Employees

Salaries	286,350	284,700	283,838
----------	---------	---------	---------

Premises Related Expenses

Repairs & Maintenance	15,000	15,000	9,928 a)
Car Parking Action Plans	15,000	15,000	14,427

Transport Related Expenses

Repairs & Maintenance	1,500	1,500	1,701
Licences	250	250	134
Petrol / Oil	3,000	3,000	3,922
Transport Insurance	1,350	1,200	1,195

Supplies & Services

Purchases - Equipment & Materials	1,950	1,250	1,863
Maintenance - General	5,250	3,750	898
Uniforms	1,500	1,500	599
Stationery	3,000	1,000	175
Cash Collection	2,000	1,000	819
Advertising	1,000	1,000	280
Adjudication & Enforcement Services	6,100	4,850	4,877

Carried Forward

343,250	335,000	324,656
---------	---------	---------

- a) Expenditure restricted to essential spend only and work of main contractor limited due to Covid-19 complications.

DIRECTOR OF STREET SCENE, LEISURE AND TECHNICAL SERVICES

20. PARKING SERVICES (continued)

(b) ON-STREET (continued)

	ORIGINAL ESTIMATE £	2020/21 REVISED ESTIMATE £	PROVISIONAL OUTTURN £
<u>Brought Forward</u>	343,250	335,000	324,656
Less Income			
Fees & Charges			
Business Parking Permits	(39,000)	(28,000)	(24,148) b)
Residents Parking Permits	(148,000)	(113,000)	(117,825)
Visitors Parking Permits	(39,000)	(21,000)	(16,304) b)
Dispensations	(4,000)	(7,000)	(10,640)
On-street Parking	(94,000)	(34,000)	(24,613) b)
Penalty Charge Notices	(205,000)	(140,000)	(135,962)
	<hr/>	<hr/>	<hr/>
	(529,000)	(343,000)	(329,492)
	<hr/>	<hr/>	<hr/>
<u>Sub-total</u>	(185,750)	(8,000)	(4,836)
Central, Departmental & Technical Support Services			
Central Salaries & Administration	17,500	17,100	16,974
Information Technology Expenses	31,650	23,650	20,390
Departmental Administrative Expenses	86,100	88,300	86,303
Capital Programme Revenue Expenses	15,250	-	-
Depreciation & Impairment			
Non-Current Asset Depreciation	5,900	5,900	6,709
	<hr/>	<hr/>	<hr/>
	(29,350)	126,950	125,540
	<hr/>	<hr/>	<hr/>
Full Time Equivalent Number of Staff (including Support Service Staff)	10.38	10.06	

PARKING SERVICES

(a) OFF-STREET

(b) ON-STREET

TO SUMMARY

(1,483,350)	(228,400)	(59,803)
(29,350)	126,950	125,540
<hr/>	<hr/>	<hr/>
(1,512,700)	(101,450)	65,737
<hr/>	<hr/>	<hr/>

- b)** Income further reduced due to second/third Covid-19 national lockdowns and tier 4 restrictions in the autumn/winter.

DIRECTOR OF STREET SCENE, LEISURE AND TECHNICAL SERVICES

21. TRANSPORTATION

Employees

Salaries

70,400

82,700

81,951

Premises Related Expenses

Repairs, Alterations & Maintenance

17,000

17,000

14,554

Electricity

300

400

550

Vale Rise Depot Recharge

1,850

1,900

1,800

Premises Insurance

100

100

79

Supplies & Services

Purchases - Equipment & Materials

5,000

5,000

4,679

Sub-total

94,650

107,100

103,613

**Central, Departmental & Technical
Support Services**

Central Salaries & Administration

6,450

6,450

6,359

Information Technology Expenses

2,100

2,050

1,758

Departmental Administrative Expenses

25,200

28,600

27,931

Capital Programme Revenue Expenses

250

-

-

Depreciation & Impairment

Non-Current Asset Depreciation

2,050

2,050

2,065

TO SUMMARY

130,700

146,250

141,726

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

1.70

1.89

DIRECTOR OF STREET SCENE, LEISURE AND TECHNICAL SERVICES

22. SECURITY SERVICES MANAGEMENT

Employees

Salaries

30,200

30,350

30,293

Premises Related Expenses

Electricity

350

350

356

Supplies & Services

Purchases - Equipment & Materials

1,500

1,500

834

Maintenance - General

12,000

10,000

5,538 a)

Miscellaneous Insurance

3,200

3,200

3,221

Third Party Payments

CCTV Monitoring Station

190,000

165,000

146,550 b)

237,250

210,400

186,792

Less Income

Recharge to Parking Services

(197,450)

(172,450)

(155,897)

Sub-total

39,800

37,950

30,895

Central, Departmental & Technical Support Services

Central Salaries & Administration

4,700

4,700

4,648

Information Technology Expenses

850

800

690

Departmental Administrative Expenses

13,550

13,150

13,014

Capital Programme Revenue Expenses

6,300

-

-

Depreciation & Impairment

Non-Current Asset Depreciation

7,800

7,200

8,413

TO SUMMARY

73,000

63,800

57,660

Full Time Equivalent Number of Staff

(including Support Service Staff)

0.90

0.81

a) Lower than anticipated levels of faults requiring repair due to relatively new equipment.

b) Reduced requirements, partly off-set by overspend in capital renewals (see page CP 8).

DIRECTOR OF STREET SCENE, LEISURE AND TECHNICAL SERVICES

23. BOROUGH DRAINAGE

& LAND DRAINAGE RELATED WORK

Employees

Salaries

34,200

43,950

43,206

Supplies & Services

Purchases - Equipment & Materials

750

500

-

Professional Fees

5,000

5,400

4,980

Third Party Payments

Contract Payments

3,000

3,000

2,451

Sub-total

42,950

52,850

50,637

**Central, Departmental & Technical
Support Services**

Central Salaries & Administration

1,650

1,650

1,643

Information Technology Expenses

550

550

482

Departmental Administrative Expenses

16,200

17,100

16,558

Capital Programme Revenue Expenses

13,600

-

-

Depreciation & Impairment

Non-Current Asset Depreciation

250

100

87

TO SUMMARY

75,200

72,250

69,407

Full Time Equivalent Number of Staff

(including Support Service Staff)

1.10

0.91

DIRECTOR OF STREET SCENE, LEISURE AND TECHNICAL SERVICES

24. CIVIL CONTINGENCIES

Employees

Salaries

Supplies & Services

Purchases - Equipment & Materials

Provision of Sandbags

Out of Hours Call Service

Other Expenses

Contribution to Kent Resilience Forum

Covid-19

Community Hub, etc.

Compliance and Enforcement

Containment Outbreak Management

Winter Grant Scheme

Clinically Extremely Vulnerable

Less Income

Government Grant - Covid 19

Contribution from Other Bodies

Donations

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 £	2020/21 REVISED ESTIMATE £	PROVISIONAL OUTTURN £
	60,850	245,500	244,462
	500	500	1,286
	500	16,000	14,745
	14,850	14,750	14,748
	250	250	-
	17,150	6,950	2,324 a)
	-	90,000	73,491 b)
	-	54,850	52,327
	-	272,600	285 c)
	-	58,000	56,767
	-	61,200	- d)
	<hr/>	<hr/>	<hr/>
	94,100	820,600	460,435
	-	(54,850)	(54,863)
	-	(391,800)	(180,337) e)
	-	(1,200)	(1,184)
	<hr/>	<hr/>	<hr/>
	94,100	372,750	224,051
	21,450	177,350	176,280
	600	150	147
	28,850	94,950	93,841
	<hr/>	<hr/>	<hr/>
	145,000	645,200	494,319
	<hr/>	<hr/>	<hr/>
	1.77	8.40	

- a) Kent Resilience Forum activity reduced due to Covid-19 operations and Brexit impacts along with optimisation of reserve.
- b) Lower than anticipated expenditure on Community Hub.
- c) £245,000 of the Contain Outbreak Management Funding (COMF) received from Kent County Council (KCC) is to be carried forward for use in 2021/22.
- d) Clinically Extremely Vulnerable (CEV) contribution from KCC has been used to fund Council's Community Hub activities including staff time.
- e) £245,000 of COMF received from KCC is to be carried forward for use in 2021/22. Off-set by a further CEV contribution of (£34,766) from KCC.

CAPITAL OUTTURN
SUMMARY OF SERVICES

	Expenditure To 31/03/20	2020/21 Including Prior Year Slippage	2020/21 Actual to 31 March 2021
	£'000	£'000	£'000
Capital Plan Schemes			
Planning, Housing & Environmental Health	1,453	736	36
Street Scene, Leisure & Technical Services	1,778	900	913
Corporate	5	202	99
Sub-total	3,236	1,838	1,048
Capital Renewals			
Planning, Housing & Environmental Health	n/a	0	0
Street Scene, Leisure & Technical Services	n/a	205	81
Corporate	n/a	228	35
Sub-total	n/a	433	116
Total	3,236	2,271	1,164

CAPITAL OUTTURN
PLANNING, HOUSING AND ENVIRONMENTAL HEALTH

	Expenditure To 31/03/20	2020/21 Including Prior Year Slippage	2020/21 Actual to 31 March 2021
	£'000	£'000	£'000
Capital Plan Schemes			
Housing			
Grants	n/a	30	(30)
Temporary Accommodation	1,452	682	38
Environmental Health	1	24	28
Sub-total	1,453	736	36
Capital Renewals	n/a	0	0
Total Planning, Housing and Environmental Health	1,453	736	36

CAPITAL OUTTURN
PLANNING, HOUSING AND ENVIRONMENTAL HEALTH

	Code	Expenditure To 31/03/20	2020/21 Including Prior Year Slippage	2020/21 Actual to 31 March 2021	
Housing		£'000	£'000	£'000	Notes
(a) Disabled Facility Grants					
(i) Mandatory Grants Less repayments	P03AC	n/a n/a	900 (10)	728 (39)	
(ii) Government Grant		n/a	(890)	(689)	
Sub-total		n/a	0	0	
(b) Housing Assistance Less repayments	P03AD	n/a n/a	60 (30)	38 (68)	
Sub-total		n/a	30	(30)	
Total Grants to Summary		n/a	30	(30)	
(c) Temporary Accommodation					
(i) 4 Dwellings Pembury Road, Tonbridge Less Developer Contributions	P03AX	1,958 (506)	799 (157)	38	
Sub-total		1,452	642	38	
(ii) Ground Floor Unit High Street, Tonbridge	P03AY		40		
Total Temporary Accommodation to Summary		1,452	682	38	

Government grant support of £689,000 attributed to 2020/21 excludes £510,000 grant deferred to next financial year and a further £102,000 of grant funding applied to related revenue initiatives in 2020/21.

Refurbishment works delayed to 2021/22.

CAPITAL OUTTURN
PLANNING, HOUSING AND ENVIRONMENTAL HEALTH

	Code	Expenditure To 31/03/20	2020/21 Including Prior Year Slippage	2020/21 Actual to 31 March 2021	Notes
		£'000	£'000	£'000	
Environmental Health					
(a) Air Quality Monitoring Station	P02EN	1	24	28	Cabinet and equipment installed, awaiting installation of electricity meter by Council's electricity supplier
Total Environmental Health to Summary		1	24	28	

CAPITAL OUTTURN
STREET SCENE, LEISURE & TECHNICAL SERVICES

	Expenditure To 31/03/20	2020/21 Including Prior Year Slippage	2020/21 Actual to 31 March 2021
	£'000	£'000	£'000
Capital Plan Schemes			
Street Scene	n/a	150	175
Leisure			
Larkfield Leisure Centre	1,638	690	690
Sports Grounds	40	19	0
Open Spaces	0	0	5
Other Leisure Schemes	100	16	19
Technical Services			
Car Parking	n/a	25	24
Sub-total	1,778	900	913
Capital Renewals	n/a	205	81
Total Street Scene, Leisure & Technical Services	1,778	1,105	994

CAPITAL OUTTURN
STREET SCENE, LEISURE & TECHNICAL SERVICES

	Code	Expenditure To 31/03/20	2020/21 Including Prior Year Slippage	2020/21 Actual to 31 March 2021	Notes
Street Scene		£'000	£'000	£'000	
(a) Green Waste Bins Growth / Replacement	P02BC	n/a	45	68	
(b) Refuse Bins Growth / Replacement	P02DA	n/a	81	68	
(c) Garden Waste Bin Replacement	P03CF	n/a	24	39	
Total Street Scene to Summary		n/a	150	175	
Larkfield Leisure Centre					
(d) Ventilation, Boiler & Pool Hall Roof	P05LP	1,638	690	690	Scheme completed.
Total Larkfield Leisure Centre to Summary		1,638	690	690	
Sports Grounds					
(e) Tonbridge School Athletics Track Improvements Less Developer Contribution	P05DC	140 (140)	21 (21)	20 (20)	Scheme completed.
Sub-total		0	0	0	
(f) Racecourse Sports Ground Riverside Revetment Less Grants	P05DD	18 (14)		3 (3)	Further consideration being given to most effective option to address bank erosion. Bulk of scheme budget attributed to 2021/22.
Sub-total		4	0	0	
(g) Racecourse Sportsground Rugby Pitch Drainage Less Developer Contributions	P05DE		10 (10)	10 (10)	Further works planned for 2021/22.
Sub-total		0	0	0	
(h) Racecourse Sportsground Swimming Pool Bridge Less Developer Contributions	P05DN	100 (64)	20 (1)		Scheme completed.
Sub-total		36	19	0	
Total Sports Grounds to Summary		40	19	0	

CAPITAL OUTTURN
STREET SCENE, LEISURE & TECHNICAL SERVICES

	Code	Expenditure To 31/03/20	2020/21 Including Prior Year Slippage	2020/21 Actual to 31 March 2021	Notes
Open Spaces		£'000	£'000	£'000	
(a) Haysden Country Park Sewage Treatment Less Developer Contributions	P05FC	100 (100)	30 (30)	35 (30)	Scheme completed.
Sub-total		0	0	5	
(b) Leybourne Lakes Country Park Facility Improvements Less Grants & Developer Contributions	P05FF		43 (43)	34 (34)	
Sub-total		0	0	0	Final design currently at cost certainty stage. Report to July meeting of CHAB. Bulk of scheme budget attributed to 2021/22.
Total Open Spaces to Summary		0	0	5	
Other Leisure Schemes					
(c) Ton Cemetery / Closed Churchyards - Memorial Safety Less Developer Contributions	P05KV	103 (3)		3	Scheme completed.
Sub-total		100	0	3	
(d) Tonbridge Cemetery Memorial Garden Vaults	P05KC		16	16	
Total Other Leisure Schemes to Summary		100	16	19	
Car Parking					
(e) Existing Car Parks Improvement Rolling Programme Less Grants & Contributions	P01AB	n/a	25	23 (7)	Scheme budget attributed to 2021/22.
Sub-total		n/a	25	16	
(f) Car Parking Improvement Works	P01AD			8	
Total Car Parking to Summary		n/a	25	24	

CAPITAL OUTTURN
STREET SCENE, LEISURE & TECHNICAL SERVICES

	Code	Expenditure To 31/03/20	2020/21 Including Prior Year Slippage	2020/21 Actual to 31 March 2021	Notes
		£'000	£'000	£'000	
Capital Renewals					
Sports Grounds & Open Spaces	P05KGBC05	n/a	17		} Underspend / carry forward to 2021/22 to be reviewed Autumn 2021.
					}
Technical Services					}
(a) CCTV Capital Renewals	P01BA	n/a	14	21	}
(b) Car Parking	P01JF	n/a	3		}
Sub-total			34	21	}
					}
Leisure Centres					}
(c) Angel Centre	P05KGBC01	n/a	35	3	}
(d) Larkfield Leisure Centre	P05KGBC02	n/a	88	33	}
(e) Tonbridge Swimming Pool	P05KGBC04	n/a	30	5	}
(f) Poult Wood Golf					}
Clubhouse	P05KGBC03	n/a	23	19	}
Course	P05KGBC07	n/a	6		}
Grounds Maintenance	P05KGBC06	n/a	46		}
			228	60	}
Provision for inflation	P05KZ	n/a			}
Savings Target (assumes 25%)		n/a	(57)		}
Sub-total			171	60	}
					}
Total Capital Renewals to Summary		n/a	205	81	}

<div> <div>CAPITAL OUTTURN</div> <div>CORPORATE</div> </div>			
	Expenditure To 31/03/20	2020/21 Including Prior Year Slippage	2020/21 Actual to 31 March 2021
	£'000	£'000	£'000
Capital Plan Schemes			
Information Technology Initiatives	5	202	99
Sub-total	5	202	99
Capital Renewals	n/a	228	35
Total Corporate	5	430	134

CAPITAL OUTTURN
CORPORATE

	Code	Expenditure To 31/03/20	2020/21 Including Prior Year Slippage	2020/21 Actual to 31 March 2021	Notes
		£'000	£'000	£'000	
Information Technology Initiatives					
(a) General IT Developments	P06DA	n/a	30		
(b) Revenues and Benefits IT Digital Solution	P06EW	5	15		
(c) CMS Website Solution	P06EX		140	82	
(d) Corporate Document Management Solution	P06EY		17	17	
Total Information Technology Initiatives to Summary		5	202	99	

CAPITAL OUTTURN
CORPORATE

	Code	Expenditure To 31/03/20	2020/21 Including Prior Year Slippage	2020/21 Actual to 31 March 2021	Notes
Capital Renewals		£'000	£'000	£'000	
(a) General :	P06FA				} Underspend / carry forward to 2021/22 to be reviewed Autumn 2021.
Departmental Administration	GR01	n/a	23		
Print Unit	GR03	n/a		15	
Telephones	GR05	n/a	9		
Elections	GR10	n/a	18		
Sub-total		n/a	50	15	
(b) Information Technology :	P06FB		178		
Desktop Hardware	FB10	n/a		17	
Mobile Hardware	FB20	n/a		2	
Computer Suite	FB30	n/a			
Other Hardware	FB40	n/a		1	
Network	FB50	n/a			
Corporate Software	FB60	n/a			
Operational Software	FB70	n/a			
User Software	FB80	n/a			
Sub-total		n/a	178	20	
Total Capital Renewals to Summary		n/a	228	35	

2020/21