



## Cabinet 25 March 2009

### Budget Monitoring Report 2008/2009: To 28 February 2009

#### 1. Background

- 1.1 The Performance and Audit Scrutiny Committee has responsibility to scrutinise detailed budget monitoring reports based on budgets allocated to Heads of Service. Due to the timing of the meetings of the Performance and Audit Scrutiny Committee, this report has not been scrutinised by that Committee.

#### 2. Report

- 2.1 Overall we are reporting an underspend for the period of £1,067,000. Cabinet members' attention is drawn to Appendix A, pages 2 and 3 which provide an explanation of budget variances over £10,000. Key areas to note are:-

##### 2.1.1 *Favourable variances:*

###### **(a) Underspends on budget £1,144,000**

Including a lower than budgeted for pay award (£83,000), salary underspends across the Council (£360,000), Leisure Services underspends in a range of operational areas (£50,000), tipping charges underspend (£147,000), refuse & cleansing operational costs less than budgeted (£27,000), car parks rates underspend (£34,000), underspend on concessionary fares during the final quarter 2007/2008 and throughout 2008/2009 (£77,000) and a number of small underspends across a range of budgets.

###### **(b) Income above budget £1,064,000**

Represented mainly by increased investment income (£707,000) and rental income above budget (£279,000).

##### 2.1.2 *Adverse variances:*

###### **(a) Overspends on budget £785,000**

Including council tax court costs (£53,000), the highways operational account (£151,000), overspent fees relating to undeveloped land (£65,000), utilities overspends (£53,000) and a number of smaller overspends across a range of budgets.

###### **(b) Income below budget £299,000**

Includes Corn Exchange and Athenaeum income down (£52,000), Planning fees (£51,000) and Land Charges down (£95,000) due to housing market slow down.

- 2.2 A full analysis of budget variances is provided in pages 2 to 3 of Appendix A.

- 2.3 Year end out-turn is currently predicted to be in the region of £950,000. It should be noted that this figure may be affected by unexpected cash flows during the final month of the financial year and by year-end accruals and other accounting adjustments.
- 2.4 Appendix B is the Capital Budget Monitoring Report, which shows net capital expenditure for the period of £14,785,000, compared to a full year revised capital budget of £21,119,000. The underspend is due to delays in some major projects and timing issues relating to the completion of stage payments.
- 2.5 The capital disposals programme shows receipts for the period of £2,086,000 against a full year disposals estimate of £10,160,000, reflecting the current state of the property market.

### 3. Recommendation

- 3.1 The Cabinet is requested to **NOTE** the Budget Monitoring Report for the period ended 28 February 2009.

<b>Wards affected</b>	All	<b>Portfolio Holder</b>	Resources and Efficiency
<b>Background Papers</b>		<b>Subject Area</b>	Finance

#### Contact Details

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# St Edmundsbury Borough Council

## 2008/09 Budget Monitoring Report - Net Expenditure



*St Edmundsbury*  
BOROUGH COUNCIL

Period to: **28th February**

	Budget Full Year 2008/09	Budget to date	Actual to date	Variance to date Over/ (Under)
	£,000	£,000	£,000	£,000
<b>Chief Executive &amp; Corporate Management</b>				
Customer Services	-	-	(5)	(5)
Chief Executive Officer	181	166	209	43
Corporate Directors	-	-	(54)	(54)
Elections	164	153	116	(37)
Communications	32	29	20	(9)
Strategy & Performance Unit	117	138	122	(16)
Mayoralty	117	108	116	8
Human Resources	26	21	6	(15)
Legal & Democratic Services	1,187	1,089	1,101	12
Chief Finance Officer	1,261	1,191	500	(691)
<b>Total Chief Executives</b>	<b>3,085</b>	<b>2,895</b>	<b>2,131</b>	<b>(764)</b>
<b>Community Directorate</b>				
Emergency Planning	55	53	51	(2)
Health & Housing	2,358	2,158	2,060	(98)
Leisure Services	5,210	4,816	4,807	(9)
Property Services	385	367	430	63
Corporate Property	(1,738)	(1,646)	(1,901)	(255)
<b>Total Community</b>	<b>6,270</b>	<b>5,748</b>	<b>5,447</b>	<b>(301)</b>
<b>Environment Directorate</b>				
Planning & Engineering	219	207	157	(50)
Waste Management	3,397	3,162	3,049	(113)
Policy & Procurement	-	-	3	3
Support Services incl Land Charges	476	423	527	104
Economic Development	274	319	373	54
<b>Total Environment</b>	<b>4,366</b>	<b>4,111</b>	<b>4,109</b>	<b>(2)</b>
<b>SEBC Total</b>	<b>13,721</b>	<b>12,754</b>	<b>11,687</b>	<b>(1,067)</b>

Supplementary Estimates included above  
and funded from Balances

## St Edmundsbury Borough Council

## 2008/9 Budget Monitoring Report - Net Expenditure



<u>Provisional Budget Outturn Report</u>		<u>28th February</u>	
		£,000	
Anticipated current underspend on budget to date		(1,067)	
Supplementary estimates included in budget to date figures			
<u>Major variances</u>		(Under spend)	Over spend
Pay award 2.45%, included in budgets 3%		(83)	
<u>Chief Executive Directorate</u>			
Chief Executive	Subscriptions not paid yet	(11)	
<b>Chief Executive Total</b>		<b>(11)</b>	
Head of Corporate Governance	Election Salaries underspend - Electoral Services Management role is currently vacant following internal staff changes in responsibility. Recruitment will be taking place shortly.	(36)	
Head of Corporate Governance	Strategy and Performance Unit salaries underspend due to secondment.	(15)	
<b>Head of Corporate Governance Total</b>		<b>(51)</b>	
Head of Legal & Democratic services	Legal section salaries £12k overspend, Legal expenses £19k overspend		31
Head of Legal & Democratic services	Democratic Representation salaries £3k and ICT miscellaneous items £9k underspent	(12)	
<b>Head of Legal &amp; Democratic services Total</b>			<b>19</b>
Chief Finance Officer	Finance staff overlap costs £19k, DR-IVE 2.5% salary save not achieved £15k, review of financial statements £4k, VAT advice £4k, computer running costs £12k overspend		48
Chief Finance Officer	Concessionary fares - final quarter for 2007/2008 lower than anticipated £40k, underspend on payment to operators £37k	(77)	
Chief Finance Officer	Housing Benefits - Salaries underspend	(35)	
Chief Finance Officer	Investment interest above budget	(707)	
Chief Finance Officer	ICT section DR-IVE 2.5% salary save not achieved £15k, stationary to be recharged to service codes £24k, laptops & pcs to be recharged to service codes £35k		75
Chief Finance Officer	Council tax court costs - difficulty in current climate with recoverability		53
<b>Chief Finance Officer Total</b>		<b>(643)</b>	
<u>Community Directorate</u>			
Health & Housing	Domestic & pollution section - Salaries underspend	(18)	
Health & Housing	Licensing Public Entertainment - licence fees down		13
Health & Housing	Community & Leisure Development income over budget £13k, salaries below budget £2k	(15)	
<b>Health &amp; Housing Total</b>		<b>(20)</b>	
Leisure Services	North - Other Parks Recreation electricity over budget £15k, grounds maintenance under budget £11k, tree works £4k over budget, and other income below budget £5k		13
Leisure Services	Maintenance of children's play equipment	(13)	
Leisure Services	Tree Maintenance overspend		22
Leisure Services	Nowton Park salaries over budget £7k and open day income below budget £4k		11
Leisure Services	Parks management - recruitment costs £10k, consultants £11k overspend		19
Leisure Services	Bury St Edmunds Cemetery - grounds maintenance	(23)	
Leisure Services	Heritage Services - Vacant posts/maternity leave £52k, other hired services £14k underspend	(68)	
Leisure Services	Strategic leisure/monitoring officer post not filled and other miscellaneous underspends	(27)	
Leisure Services	Corn exchange - letting income down £21k, bar income down £14k, reversal of overstated income in 07/08 £7k		41
Leisure Services	Athenaeum income below budget £10k, utility costs above budget £7k, other small over spends £4k		21
Leisure Services	Festival overspend		15
<b>Leisure Services Total</b>			<b>11</b>

## St Edmundsbury Borough Council



St Edmundsbury  
BOROUGH COUNCIL

## 2008/9 Budget Monitoring Report - Net Expenditure

Property Services	Risbygate St Public Conveniences - other hired services budget not spent	(42)	
<b>Property Services Total</b>		<b>(42)</b>	
Corporate Property	Corporate Property - Rental income above budgets £279k, including Haverhill Cinema Rental income above budget of £144k, rates £15k underspend, consultants fees £12k underspend	(306)	
Corporate Property	Undeveloped Land - estate agents fees overspend £13k, consultants fees overspend £28k, other expenses £7k overspend, sales income above budget £9k		65
<b>Corporate Property Total</b>		<b>(241)</b>	
Head of Property services	Haverhill Offices utilities overspend		12
Head of Property services	St Edmundsbury House utilities overspend		41
Head of Property services	Corporate property services - DR-IVE 2.5% salaries save not achieved £7k, recharge under recovered £16k		25
Head of Property services	Building cleaning, Salaries underspend £10k, income above budget £11k	(22)	
<b>Head of Property services Total</b>			<b>56</b>
<b>Environment Directorate</b>			
Planning & Engineering	Planning Control, legal expenses £25k overspend, historic building advice £9k underspend, fee £51k under budget, other sales £4k above budget, various other expenses £9k under budget		54
Planning & Engineering	General Market Bury St Edmunds market tolls low		24
Planning & Engineering	Car parks admin office - salaries underspend	(23)	
Planning & Engineering	Car Parks - Income above budget	(5)	
Planning & Engineering	Car Parks - rates underspend	(34)	
Planning & Engineering	Design & transportation - agency overspend £29K, salaries underspend £28k, printing & stationery overspend £9k, miscellaneous income £4k above budget, computer running costs £10k overspend		16
Planning & Engineering	Planning division - salaries underspend £42k - mainly due to vacant posts, computer running costs not yet incurred £10k under	(52)	
<b>Planning &amp; Engineering Total</b>		<b>(20)</b>	
Waste Management	Street Cleansing income over budget £11k, operational costs £15k under budget, various other expenses under budget £3k	(29)	
Waste Management	Refuse & Cleansing operational costs underspend	(26)	
Waste Management	Tipping Charges underspend	(147)	
Waste Management	Trade refuse fees above budget £30k	(30)	
Waste Management	Dry recyclables, other expense £5k underspend, additional government grant £19k	(24)	
Waste Management	Recycling credits below budget		25
Waste Management	Landscapes - miscellaneous underspends £3k, transport costs £7k overspend, income £22k below budget		26
Waste Management	Highways operational overspend		151
Waste Management	Highways Section salary costs £48k over budget, income recharges £14k under budget, car allowances £5k under budget		22
<b>Waste Management Total</b>		<b>(32)</b>	
Support Services incl Land Charges	Local land charges income below budget - housing market slow down will effect the level of search fees.		95
Support Services incl Land Charges	Bury Bus Station - salaries £10k overspend, rates £22k underspend, building cleaning £1k under	(13)	
Support Services incl Land Charges	CCTV - Equip purchase £7k overspend, rental of equipment £9k overspend, other hired services £12k overspend, income £6k above budget		22
<b>Support Services incl Land Charges Total</b>			<b>104</b>
Economic Development	Town centre management - Salaries underspend £4k, events underspend £13k, other expenses underspend £7, advertising £4k underspend.	(28)	
Economic Development	Town centre development - Building surveyors £49k, £9k VAT adjustment and £8k miscellaneous overspends		66
<b>Economic Development Total</b>			<b>38</b>
<b>Other small variances</b>			<b>(152)</b>

# St Edmundsbury Borough Council

## 2008/9 Capital Budget Monitoring Report



*St Edmundsbury*  
BOROUGH COUNCIL

Period to 28th February

NET EXPENDITURE	Adjusted Budget 2008/09 £000	Actual Year to date £000
<b>Community Directorate</b>		
Head of Environment & Housing		
Improvement Grants	262	204
Healthy Living Centre Northgate Ward - net provision	-	-
Registered Social Landlords - Affordable Housing Schemes	292	288
Quaker Meeting House	-	-
Rural Areas	16	21
Head of Leisure		
Theatre and Public Entertainment	3,260	3,063
Museums	401	394
Community Parks & Open Spaces	160	(9)
Community Centres - net provision	-	(5)
Sport & Recreation - Leisure Centres and Nowton Park pitches	3,739	2,329
Sports Development & Community Recreation - mainly football, rugby and hockey facilities	70	87
Tourism and Shopmobility	-	-
Corporate Property Officer		
Commercial & Industrial Development	1	5
Property Fund	-	-
Head of Property Services		
Administrative Buildings and Depots	7,431	3,450
West Front Restoration	-	2
Public Conveniences	-	-
Major Planned Building Maintenance	181	140
<b>Total Community</b>	<b>15,813</b>	<b>9,969</b>
<b>Environment Directorate</b>		
Head of Planning & Engineering		
Cattle Market Development	1,564	1,232
Haverhill Cinema and Car Parks	3,305	3,167
Conservation of Historic Areas	55	47
Growth Area Initiatives	-	-
Street Lighting	-	13
Parking Services	-	-
Highways	18	(15)
Head of Economic Development		
Economic Development	364	372
<b>Total Environment</b>	<b>5,306</b>	<b>4,816</b>
<b>Chief Executive's Directorate</b>		
Chief Finance Officer		
Unallocated Capital Programme Provision	-	-
<b>Total Chief Executive's</b>	<b>-</b>	<b>-</b>
<b>Total Net Expenditure on Capital Programme</b>	<b>21,119</b>	<b>14,785</b>
<b>Total Capital Receipts Received against Disposal Programme</b>	<b>(10,160)</b>	<b>(2,086)</b>