

<u>Forest Heath District Council</u>	<u>2013/14 Year End Outturn Report</u>			<u>Appendix B</u>
<u>Detail by Head of Service</u>				
<u>CORPORATE EXPENDITURE</u>				
<u>Cost Centre Description</u>	<u>Budget £</u>	<u>Actual £</u>	<u>Variance £</u>	<u>Comments</u>
Corporate Expenditure	2,122,946	2,453,254	330,308	Main variance relates to the VAT Shelter arrangement with Flagship, £150k under achievement against budget. Other variance relate to professional fees funded from underspends from within the Resources and Performance area and some minor overspends.
Non-Distributed Costs	0	29,336	29,336	Pension costs/early retirement not budgeted
Corporate Expenditure:	2,122,946	2,482,590	359,644	
Emergency Planning	20,176	17,416	-2,760	
Emergency Planning:	20,176	17,416	-2,760	
TOTALS: CORPORATE EXPENDITURE:	2,143,122	2,500,006	356,884	
<u>RESOURCES & PERFORMANCE</u>				
<u>Cost Centre Description</u>	<u>Budget £</u>	<u>Actual £</u>	<u>Variance £</u>	
Resources & Performance	463,844	349,334	-114,510	Additional in-year salary savings through shared services and vacant posts, offset by Internal Audit variance below and corporate expenditure above.
Grants to Organisations	82,865	107,022	24,157	
General Fund Adjustments	-74,708	-125,652	-50,944	Reserve movement not needed due to overall underspend
Resources & Performance:	472,001	330,704	-141,297	
Internal Audit	0	39,538	39,538	See Resources & Performance above
Internal Audit:	0	39,538	39,538	
ICT	547,489	537,102	-10,387	
ICT:	547,489	537,102	-10,387	
Anglia Revenues Partnership	777,063	780,067	3,004	
Council Tax Administration	-102,144	-123,485	-21,341	
Business Rate Administration	-58,997	-97,132	-38,135	Main variance relates to £21k discretionary rate relief budget not required under the new Business Rates Retention Scheme and £7k court costs raised not budgeted.
Housing Benefits	-275,975	-122,621	153,354	Main variance relate to an additional one off bad debt provision of £125k, £120k difference between allowances paid and subsidy received, £47k admin subsidy under budget, £147k overpayments not recovered and £20k discretionary benefits under budget.
Anglia Revenues Partnership:	339,947	436,829	96,882	
TOTALS: RESOURCES & PERFORMANCE:	1,359,437	1,344,173	-15,264	
<u>HUMAN RESOURCES & ORGANISATIONAL DEVELOPMENT</u>				
<u>Cost Centre Description</u>	<u>Budget £</u>	<u>Actual £</u>	<u>Variance £</u>	
Human Resources & Payroll	157,265	106,967	-50,298	Offset against Central Training Services below
Human Resources:	157,265	106,967	-50,298	

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Health & Safety	12,056	11,348	-708	
Health & Safety:	12,056	11,348	-708	
Central Training Services	32,125	81,019	48,894	Offset against Human Resources & Payroll above
Learning & Development:	32,125	81,019	48,894	
TOTALS: HUMAN RESOURCES & ORG.DEVELOPMENT:	201,446	199,334	-2,112	
LEGAL & DEMOCRATIC SERVICES				
Cost Centre Description	Budget £	Actual £	Variance £	
Legal Services	218,748	232,123	13,375	
Legal Services:	218,748	232,123	13,375	
Democratic Services	141,151	109,096	-32,055	Additional in-year salary savings through shared services.
Members Expenses	221,001	218,874	-2,127	
Mayoralty & Civic Functions	3,000	3,483	483	
Democratic Services:	365,152	331,453	-33,699	
Electoral Registration	73,761	60,015	-13,746	
Election Expenses	29,695	29,029	-666	
Elections:	103,456	89,044	-14,412	
TOTALS: LEGAL & DEMOCRATIC SERVICES:	687,356	652,620	-34,736	
POLICY, COMMUNICATIONS & CUSTOMERS				
Cost Centre Description	Budget £	Actual £	Variance £	
Policy	222,850	133,538	-89,312	Additional in-year salary savings through shared services.
Policy:	222,850	133,538	-89,312	
Communications	97,700	67,406	-30,294	Variance relates to publications savings
Communications:	97,700	67,406	-30,294	
Customer Services	370,003	316,753	-53,250	Additional in-year salary savings through shared services.
Concessionary Transport	22,030	18,583	-3,447	
Bus Stations	21,278	18,106	-3,172	
Customer Services:	413,311	353,442	-59,869	
TOTALS: POLICY, COMMUNICATIONS & CUSTOMERS:	733,861	554,386	-179,475	
WASTE MANAGEMENT & PROPERTY SERVICES				
Cost Centre Description	Budget £	Actual £	Variance £	
Fleet Management:	0	0	0	
Depots	87,448	63,247	-24,201	
Markets	-20,182	-21,691	-1,509	
Operational:	67,266	41,556	-25,710	
Street Cleansing	573,906	565,798	-8,108	
Refuse Collection (Black Bin)	395,206	394,405	-801	

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Recycling Collection (Blue Bin)	253,869	103,791	-150,078	Variances relate to £37k in-year salaries savings, £87k additional tipping fees and gate fee rebate £17k.
Compostable Collection (Brown Bin)	91,656	100,936	9,280	
Bulky, Fridges, Metal & Scrap Collection	33,971	46,544	12,573	
Trade Waste	-48,605	-135,371	-86,766	Variances relate to £22k additional collections, £59k waste tipping charges under budget
Waste - Business & Commercial@	1,300,003	1,076,103	-223,900	
Property Services	280,124	225,803	-54,321	In-year salary savings through vacant posts.
Property Maintenance:	280,124	225,803	-54,321	
Estates Management	36,488	43,039	6,551	
Industrial & Business Units	-770,715	-609,886	160,829	Variance relates to £53k rental income down against budget, £25k premises insurance over budget and £97k funding from New Homes Bonus not required in-year due to timing of Asset Management Plan work on industrial and business units.
Town Centres & Shops	-875,766	-833,999	41,767	Variance mainly due to £16k rental income down against budget.
Property Management:	-1,609,993	-1,400,846	209,147	
Offices: College Heath Road	248,759	230,188	-18,571	
Offices: Brandon & Newmarket Guineas	0	21,463	21,463	
Courier & Postal Service	119,011	125,040	6,029	
Printing & Copying Service	68,049	57,573	-10,476	
Public Conveniences	71,565	88,654	17,089	
District Highways Services	0	1,572	1,572	
Land Drainage & Associated Works	61,795	69,058	7,263	
Facilities & Highways Services:	569,179	593,548	24,369	
CCTV	87,940	88,380	440	
CCTV & Support:	87,940	88,380	440	
Off Street Car Parks	-254,291	-287,396	-33,105	Variance relates to £90k car park management fee saving, £34k under achieved against budget on fee income and £30k building maintenance over budget.
Car Parking:	-254,291	-287,396	-33,105	
TOTALS: WASTE MANAGEMENT & PROPERTY SERVICES:	440,228	337,148	-103,080	
LEISURE, CULTURE & COMMUNITIES				
Cost Centre Description	Budget £	Actual £	Variance £	
Leisure Services Management & Support	0	10,951	10,951	
Arboriculture (Tree Maintenance Works)	290,154	225,303	-64,851	Variance relates to both grounds maintenance and tree works non-contract underspend
Other Parks and Play Provision	103,766	79,944	-23,822	
Children's Play Areas	16,733	12,559	-4,174	
Leisure & Cultural - Parks	410,653	328,757	-81,896	
Arts, Heritage & Cultural Services	88,953	90,559	1,606	
Tourist Information Centres	0	-12	-12	
Palace House and Stables	25,120	59,803	34,683	Variance due to £27k utilities and business rates paid.
Leisure & Cultural - TIC & Heritage:	114,073	150,350	36,277	
The Pavilion - Lady Wolverton Playingfield	-7,315	-9,286	-1,971	

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Leisure & Cultural - Public Halls:	-7,315	-9,286	-1,971	
Commercial - Entertainment & Events:	0	0	0	
Sports & Leisure Centres	775,652	776,546	894	
Commercial - Marketing:	775,652	776,546	894	
Commercial - Box Office:	0	0	0	

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Sports Development & Community Recreation	30,291	35,839	5,548	
Community Development	255,210	203,578	-51,632	Additional in-year salary savings through shared services and vacant posts
Community Centres	34,388	62,997	28,609	Variance due to additional building maintenance
Families & Communities:	319,889	302,414	-17,475	
TOTALS: LEISURE, CULTURE & COMMUNITIES:	1,612,952	1,548,781	-64,171	
PLANNING & REGULATORY SERVICES				
Cost Centre Description	Budget £	Actual £	Variance £	
Development Control	454	31,124	30,670	Variance due to over achieved fee income £147k, additional shared services and salary costs £66k, and legal fees and appeal costs £153k over budget
Development Control:	454	31,124	30,670	
Planning Policy	236,344	238,687	2,343	
Local Plan	0	0	0	
Place Shaping:	236,344	238,687	2,343	
Land Charges	-65,519	-85,101	-19,582	
Building Control	-72,648	6,405	79,053	Variance mainly due to building reg fees under budget £128k.
Business (BC & Support):	-138,167	-78,696	59,471	
Prevention of Pollution	202,556	211,815	9,259	
Drinking Water Quality	0	220	220	
Climate Change	51,974	17,327	-34,647	Additional in-year salary savings through shared services and vacant posts
Home Energy Conservation	152,586	100,304	-52,282	Additional in-year salary savings through shared services and vacant posts and professional fees underspent.
Environment:	407,116	329,666	-77,450	
Licensing	3,589	-15,025	-18,614	
Hackney Carriage & Private Hire Licensing	-31,770	-36,899	-5,129	
Food Safety	87,529	70,128	-17,401	
Health & Safety at Work Act/Enforcement	68,012	55,044	-12,968	
Business Reg & Licensing:	127,360	73,248	-54,112	
TOTALS: PLANNING & REGULATORY SERVICES:	633,107	594,029	-39,078	
ECONOMIC DEVELOPMENT & GROWTH				
Cost Centre Description	Budget £	Actual £	Variance £	
Economic Development & Growth	84,172	87,540	3,368	
Strategic Tourism & Markets	43,889	43,111	-778	
Vibrant Town Centres	55,105	41,554	-13,551	
Economic Development & Growth:	183,166	172,205	-10,961	
TOTALS: ECONOMIC DEVELOPMENT AND GROWTH	183,166	172,205	-10,961	
HOUSING				
Cost Centre Description	Budget £	Actual £	Variance £	
Housing Renewals	58,554	44,860	-13,694	
Burial of the Dead	0	-2,641	-2,641	
Other Public Health Services	0	0	0	

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Public Health & Housing:	58,554	42,219	-16,335	
Housing Development & Strategy	178,833	251,225	72,392	Additional in-year salary costs, offset by salary savings within the housing area and wider budgets.
Housing Development & Strategy:	178,833	251,225	72,392	
Homelessness	87,642	61,576	-26,066	
Housing Advice & Choice Based Lettings	15,000	8,115	-6,885	
Non-HRA Housing Properties	16,296	34,938	18,642	
Housing Options:	118,938	104,629	-14,309	
Housing Business & Partnerships:	0	0	0	
TOTALS: HOUSING:	356,325	398,073	41,748	