

| St Edmundsbury Borough Council | | | | | | | 2015/16 Q2 Budget Monitoring Report |
|--|---|---------------------|---------------------|---------------------------------------|--------------------------|-------------------------------|---|
| Detail by Head of Service | | | | | | | Appendix B |
| LT01 HEAD OF RESOURCES & PERFORMANCE | | | | | | | |
| Cost Centre | Cost Centre Description | Budget to Date £ | Actual to Date £ | Over/(Under) Spend to Date £ | Variance to Date % | Y/E Forecast Variance £ | Year End Variance Notes |
| 1000 | Resources & Performance | 321,362 | 319,969 | (1,393) | 0.43% | 0 | |
| 1090 | Grants to Organisations | 158,827 | 159,836 | 1,009 | 0.64% | 0 | |
| 8000 | General Fund Adjustments | 1,077,277 | 1,020,339 | (56,938) | 5.29% | 0 | Difference between budget and NNDR1 is £77,000. This will be funded from BRR Equalisation Reserve. The final variance may change and only the outturn position will be funded from the reserve. |
| Resources & Performance: | | 1,557,466 | 1,500,144 | (57,322) | 3.68% | 0 | |
| 1001 | Internal Audit | 72,404 | 58,496 | (13,908) | 19.21% | (20,000) | Salary underspend. |
| Internal Audit: | | 72,404 | 58,496 | (13,908) | 19.21% | (20,000) | |
| 1002 | ICT | 523,863 | 494,785 | (29,078) | 5.55% | 0 | Some annual maintenance / licence costs to be paid in second half of year. Expected to be on budget. |
| ICT: | | 523,863 | 494,785 | (29,078) | 5.55% | 0 | |
| 1010 | Anglia Revenues Partnership | 582,564 | 542,776 | (39,788) | 6.83% | 0 | Costs associated with all members of the partnership are taken into account at the year end, and recharged in accordance with the agreement. Expected to be on budget at year end. |
| 1012 | Council Tax Administration | (146,022) | (164,953) | (18,931) | 12.96% | (38,000) | Legal and court costs now all goes through the ARP partnership, plus some additional court costs recovered |
| 1013 | Business Rate Administration | (86,698) | (86,674) | 24 | 0.03% | 0 | |
| 4090 | Housing Benefits | (152,580) | (252,425) | (99,845) | 65.44% | 0 | Timing of payment of benefits against receipt of subsidy grant from Government. |
| Anglia Revenues Partnership: | | 197,264 | 38,724 | (158,540) | 80.37% | (38,000) | |
| 1100 | Corporate Expenditure | 437,445 | 428,795 | (8,650) | 1.98% | 0 | |
| 1150 | Non-Distributed Costs | 52,152 | 41,638 | (10,514) | 20.16% | 0 | |
| 1151 | Non-Distributed Costs - Cost of Unused Assets | 20,550 | 22,172 | 1,622 | 7.89% | 0 | |
| Corporate Expenditure: | | 510,147 | 492,605 | (17,542) | 3.44% | 0 | |
| 1020 | Emergency Planning | 28,384 | 28,934 | 550 | 1.94% | 0 | |
| Emergency Planning: | | 28,384 | 28,934 | 550 | 1.94% | 0 | |
| TOTALS: RESOURCES & PERFORMANCE | | 2,889,528 | 2,613,688 | (275,840) | 9.55% | (58,000) | |
| LT02 HEAD OF HR & DEMOCRATIC SERVICES | | | | | | | |
| Cost Centre | Cost Centre Description | Budget to Date £ | Actual to Date £ | Over/(Under) Spend to Date £ | Variance to Date % | Y/E Forecast Variance £ | Year End Variance Notes |

| St Edmundsbury Borough Council | | | | | | | 2015/16 Q2 Budget Monitoring Report |
|--|--|---------------------|---------------------|------------------------------------|-----------------------|-------------------------------|--|
| Detail by Head of Service | | | | | | | Appendix B |
| 1030 | Human Resources & Payroll | 165,598 | 170,255 | 4,657 | 2.81% | 0 | |
| Human Resources: | | 165,598 | 170,255 | 4,657 | 2.81% | 0 | |
| 1032 | Health & Safety | 47,384 | 46,103 | (1,281) | 2.70% | (5,000) | Over achievement of income against budget |
| Health & Safety: | | 47,384 | 46,103 | (1,281) | 2.70% | (5,000) | |
| 1031 | Central Training Services | 75,690 | 77,004 | 1,314 | 1.74% | 0 | |
| Learning & Development: | | 75,690 | 77,004 | 1,314 | 1.74% | 0 | |
| 1040 | Legal Services | 124,446 | 167,054 | 42,608 | 34.24% | 25,000 | Less income than anticipated, and higher staffing costs. |
| Legal Services: | | 124,446 | 167,054 | 42,608 | 34.24% | 25,000 | |
| 1130 | Democratic Services | 93,828 | 97,875 | 4,047 | 4.31% | 10,000 | Computer software costs. |
| 1131 | Members Allowances & Expenses | 168,138 | 175,500 | 7,362 | 4.38% | 0 | |
| 1132 | Mayoralty & Civic Functions | 50,214 | 36,172 | (14,042) | 27.96% | 0 | Expected to be on budget at the year end due to the timing of civic events. |
| Democratic Services: | | 312,180 | 309,547 | (2,633) | 0.84% | 10,000 | |
| 1041 | Electoral Registration | 52,128 | 51,522 | (607) | 1.16% | 0 | |
| 1042 | Election Expenses | 43,914 | 64,483 | 20,569 | 46.84% | 0 | Expected to be on budget |
| Elections: | | 96,042 | 116,004 | 19,962 | 20.78% | 0 | |
| TOTALS: HR & DEMOCRATIC SERVICES | | 821,340 | 885,967 | 64,627 | 7.87% | 30,000 | |
| LT03 HEAD OF FAMILIES & COMMUNITIES | | | | | | | |
| Cost Centre | Cost Centre Description | Budget to Date £ | Actual to Date £ | Over/(Under) Spend to Date £ | Variance to Date % | Y/E Forecast Variance £ | Year End Variance Notes |
| 1140 | Policy | 77,800 | 74,840 | (2,960) | 3.80% | 0 | |
| Policy: | | 77,800 | 74,840 | (2,960) | 3.80% | 0 | |
| 1141 | Communications | 64,384 | 59,310 | (5,074) | 7.88% | 0 | |
| 1142 | Website and Intranet | 20,690 | 22,794 | 2,104 | 10.17% | 0 | |
| Communications: | | 85,074 | 82,104 | (2,970) | 3.49% | 0 | |
| 1050 | Customer Services | 288,762 | 279,668 | (9,094) | 3.15% | (11,000) | Lower than budgeted annual maintenance costs for computer software. |
| 3100 | Bus Stations | 111,100 | 121,491 | 10,391 | 9.35% | 10,000 | Underachievement of income targets. |
| Customer Services: | | 399,862 | 401,159 | 1,297 | 0.32% | (1,000) | |
| 2080 | Community Development | 154,538 | 143,153 | (11,385) | 7.37% | (10,000) | Salary underspend. |
| 2081 | Community Chest - Families & Communities | 138,246 | 63,040 | (75,206) | 54.40% | 0 | Commissioning pot applications have just closed and grant payments have not been made. Budget expected to be spent by the end of the year. |
| 2085 | Community Centres | 40,789 | 45,836 | 5,047 | 12.37% | 0 | |

| St Edmundsbury Borough Council | | | | | | | 2015/16 Q2 Budget Monitoring Report |
|--------------------------------|--------------------------------------|---------------------|---------------------|---------------------------------------|--------------------------|-------------------------------|--|
| Detail by Head of Service | | | | | | | Appendix B |
| | Families & Communities: | 333,573 | 252,029 | (81,544) | 24.45% | (10,000) | |
| | TOTALS: FAMILIES & COMMUNITIES | 896,309 | 810,132 | (86,177) | 9.61% | (11,000) | |
| LT04 | HEAD OF PLANNING & GROWTH | | | | | | |
| Cost Centre | Cost Centre Description | Budget to Date £ | Actual to Date £ | Over/(Under) Spend to Date £ | Variance to Date % | Y/E Forecast Variance £ | Year End Variance Notes |
| 5000 | Development Control | (37,387) | 120,862 | 158,249 | 423.27% | 100,000 | Under achievement of income - see main report for more details. |
| | Development Control: | -37,387 | 120,862 | 158,249 | 423.27% | 100,000 | |
| 5005 | Planning Policy | 293,147 | 311,572 | 18,425 | 6.29% | 0 | Expected to be on budget |
| 5006 | Local Plan | (8,304) | 3,756 | 12,060 | 145.23% | 40,000 | Additional costs associated with S106 Monitoring due to legislation changes, management currently reviewing options so financial position may improve. |
| | Place Shaping: | 284,843 | 315,328 | 30,485 | 10.70% | 40,000 | |
| 1060 | Land Charges | (68,034) | (70,199) | (2,165) | 3.18% | 0 | |
| 5010 | Building Control | (39,600) | (3,698) | 35,902 | 90.66% | 125,000 | Lower than anticipated income, along with additional costs associated with changes in the staffing structure to ensure service delivery. |
| 5015 | Planning & Regulatory Support | 139,818 | 153,322 | 13,504 | 9.66% | 12,000 | Salary overspend. |
| | Business (BC & Support): | 32,184 | 79,425 | 47,241 | 146.78% | 137,000 | |
| 3090 | Prevention of Pollution | 29,514 | 21,450 | (8,064) | 27.32% | 0 | Expected to be on budget |
| 3091 | Environmental Management | 21,852 | 20,174 | (1,678) | 7.68% | 0 | |
| 3092 | Drinking Water Quality | 8,958 | 5,760 | (3,198) | 35.70% | 0 | |
| 3093 | Climate Change | 41,104 | 39,789 | (1,315) | 3.20% | 0 | |
| 4020 | Home Energy Conservation | 2,502 | 280 | (2,222) | 88.81% | 0 | |
| | Environment: | 103,930 | 87,453 | (16,477) | 15.85% | 0 | |
| 3095 | Licensing | (21,972) | (42,964) | (20,992) | 95.54% | 0 | Annual maintenance fee for computer software to be paid in second half of the year. |

| St Edmundsbury Borough Council | | | | | | 2015/16 Q2 Budget Monitoring Report | |
|---|---|---------------------|---------------------|------------------------------------|-----------------------|-------------------------------------|--|
| Detail by Head of Service | | | | | | Appendix B | |
| 3096 | Hackney Carriage & Private Hire Licensing | (30,066) | (37,535) | (7,469) | 24.84% | 0 | |
| 3097 | Food Safety | 39,642 | 32,749 | (6,893) | 17.39% | 0 | |
| 3098 | Health & Safety at Work Act/Enforcement | 53,292 | 39,962 | (13,330) | 25.01% | (12,000) | Salary underspend. |
| Business Reg & Licensing: | | 40,896 | (7,788) | (48,684) | 119.04% | (12,000) | |
| 5020 | Economic Development & Growth | 124,948 | 152,851 | 27,903 | 22.33% | 0 | Invoices to be raised for contributions by third parties to studies. Will bring back to budget by year end. |
| 5021 | Strategic Tourism & Markets | 18,624 | 22,500 | 3,876 | 20.81% | 0 | |
| 5022 | Bury Christmas Fayre | (68,538) | (68,538) | 0 | 0.00% | 0 | |
| 5023 | Park & Ride | 0 | 39 | 39 | 0.00% | 0 | |
| Economic Development & Growth: | | 75,034 | 106,852 | 31,818 | 42.40% | 0 | |
| TOTALS: PLANNING & GROWTH | | 499,500 | 702,132 | 202,632 | 40.57% | 265,000 | |
| LT05 HEAD OF OPERATIONS | | | | | | | |
| Cost Centre | Cost Centre Description | Budget to Date £ | Actual to Date £ | Over/(Under) Spend to Date £ | Variance to Date % | Y/E Forecast Variance £ | Year End Variance Notes |
| 3005 | Vehicle Workshop | (26,830) | (35,830) | (9,000) | 33.54% | (20,000) | Income trend continues to be above budget. This will be reflected in the 16/17 budgets. |
| 3006 | Pool Cars | 14,124 | 13,334 | (790) | 5.59% | 0 | |
| 3010 | Vehicle Workshop Trading Account - FHDC | 18,024 | 0 | (18,024) | 100.00% | 0 | |
| Fleet Management: | | 5,318 | (22,496) | (27,814) | 523.02% | (20,000) | |
| 3000 | Depots | (14,962) | (57,070) | (42,108) | 281.43% | (25,000) | Depot cleaning charges lower than expected. |
| 3060 | Grounds Maintenance Operatives | (58,828) | (57,852) | 976 | 1.66% | 0 | |
| 3061 | Tree Maintenance Operatives | (408) | (921) | (513) | 125.74% | 0 | |
| 3065 | Waste & Cleansing Operatives | (273,690) | (316,366) | (42,676) | 15.59% | (50,000) | Vehicle costs lower than budgeted, predominately as a result of lower fuel prices. |
| 6020 | Markets | (9,069) | (6,541) | 2,528 | 27.88% | 15,000 | Market toll fees expected to be less than budgeted. |
| Operational: | | (356,957) | (438,750) | (81,793) | 22.91% | (60,000) | |
| 3030 | Street Cleansing | 690,978 | 690,516 | (462) | 0.07% | 0 | |
| 3040 | Refuse Collection (Black Bin) | 471,322 | 484,759 | 13,437 | 2.85% | 0 | |
| 3041 | Recycling Collection (Blue Bin) | 347,122 | 362,777 | 15,655 | 4.51% | 0 | Current variance relates to timing issue of not having received all Recycling Performance Payment money due from SCC so far this year. |
| 3042 | Compostable Collection (Brown Bin) | 210,658 | 309,250 | 98,592 | 46.80% | 0 | Current variance relates to timing issue of not having received all Recycling Performance Payment money due from SCC so far this year. |
| 3043 | Bulky, Fridges, Metal & Scrap Collection | 53,340 | 58,807 | 5,467 | 10.25% | 0 | |
| 3044 | Clinical & Hazardous Waste Collection | 11,154 | 10,230 | (924) | 8.28% | 0 | |
| 3045 | Multi-Bank Recycling Sites | 13,140 | (13,283) | (26,423) | 201.09% | (25,000) | Underspend on recycling contract. |
| 3048 | Trade Waste | (672,828) | (777,660) | (104,832) | 15.58% | (75,000) | Additional trade waste income. |
| Waste - Business & Commercial | | 1,124,886 | 1,125,396 | 510 | 0.05% | (100,000) | |
| 1080 | Property Services | 148,020 | 147,956 | (64) | 0.04% | 0 | |
| Property Maintenance: | | 148,020 | 147,956 | (64) | 0.04% | 0 | |

| St Edmundsbury Borough Council | | | | | | | 2015/16 Q2 Budget Monitoring Report |
|--|--|--------------------|--------------------|------------------|---------------|-----------------|--|
| Detail by Head of Service | | | | | | | Appendix B |
| 6000 | Industrial & Business Units | (692,510) | (740,533) | (48,023) | 6.93% | (20,000) | Due to lower number of vacant units, expenditure on vacant property business rates is less. Rental income is also predicted to be slightly higher than expected at year end. |
| 6010 | Town Centres & Shops | (361,974) | (385,967) | (23,993) | 6.63% | (15,000) | Due to lower number of vacant units, expenditure on vacant property business rates is less. |
| Property Management: | | (1,054,484) | (1,126,500) | (72,016) | 6.83% | (35,000) | |
| 1070 | Offices: West Suffolk House | 2,358 | (41,329) | (43,687) | 1852.71% | 0 | Underspends on utilities which will be paid by the year end. |
| 1071 | Offices: Haverhill House | 10,012 | (21,992) | (32,004) | 319.66% | 0 | Underspend on utilities which will be paid by the year end. |
| 3020 | Public Conveniences | 75,827 | 73,299 | (2,528) | 3.33% | 0 | |
| 3025 | CCTV | 119,721 | 117,251 | (2,470) | 2.06% | 0 | |
| 3026 | Green Travel Plan | 11,526 | 13,651 | 2,125 | 18.44% | 0 | |
| 3027 | Street Banners & Displays | (42) | (841) | (799) | 1902.38% | 0 | |
| 3070 | District Highways Services | 170,320 | 148,072 | (22,248) | 13.06% | 0 | Grounds maintenance and materials costs currently underspent. Expected to be spent by the year end. |
| 3071 | Street Furniture | 16,816 | 8,113 | (8,703) | 51.75% | 0 | |
| 3072 | Land Drainage & Associated Works | 4,446 | 3,132 | (1,314) | 29.55% | 0 | |
| Facilities, CCTV & Highways Services: | | 410,984 | 299,356 | (111,628) | 27.16% | 0 | |
| 1075 | Courier & Postal Service | 48,731 | 43,489 | (5,242) | 10.76% | 0 | |
| 1076 | Printing & Copying Service | 12,750 | 19,620 | 6,870 | 53.88% | 0 | |
| Central Services: | | 61,481 | 63,109 | 1,628 | 2.65% | 0 | |
| 3110 | Off Street Car Parks | (1,094,647) | (1,385,511) | (290,864) | 26.57% | (25,000) | Higher than anticipated car park income due to additional car parking events. Additional income over and above this level to be used to fund replacement of pay machines. |
| 3120 | On Street Car Parking | 0 | 0 | 0 | 0.00% | 0 | |
| Car Parking: | | (1,094,647) | (1,385,511) | (290,864) | 26.57% | (25,000) | |
| 2000 | Leisure Services Management & Support | 100,680 | 103,190 | 2,510 | 2.49% | 0 | |
| 2017 | Arboriculture (Tree Maintenance Works) | 138,946 | 87,476 | (51,470) | 37.04% | 0 | Current underspend relates to phasing of contracted grounds maintenance works. Expected to be on budget at year end. |
| 2020 | Other Parks and Play Provision | 236,290 | 241,140 | 4,850 | 2.05% | 0 | |
| 2021 | Abbey Gardens | 140,941 | 147,375 | 6,434 | 4.57% | 8,000 | Overspend on staff costs associated with events. |
| 2022 | Nowton Park | 50,618 | 44,781 | (5,837) | 11.53% | (5,000) | Overachievement of income targets. |
| 2023 | East Town Park | 47,897 | 49,953 | 2,056 | 4.29% | 0 | |
| 2024 | Clare Country Park | 369 | 7,458 | 7,089 | 1921.14% | 0 | Expected to be on budget at year end. |
| 2025 | Children's Play Areas | 43,346 | 45,466 | 2,120 | 4.89% | 0 | |
| 2050 | Cemeteries & Closed Churchyards | 110,678 | 107,694 | (2,984) | 2.70% | 0 | |
| 2055 | Allotments | (74) | (1,305) | (1,231) | 1663.51% | 0 | |
| 2040 | Sports & Leisure Centres | 347,461 | 342,372 | (5,089) | 1.46% | 0 | |
| 2083 | Leisure & Sports | 24,948 | 25,495 | 547 | 2.19% | (5,000) | Saving relates to underspend on Cultural Services contributions. |
| Leisure & Cultural - Parks | | 1,242,100 | 1,201,095 | (41,005) | 3.30% | (2,000) | |
| 2030 | Arts, Heritage & Cultural Services | 93,781 | 94,561 | 780 | 0.83% | 0 | |

| St Edmundsbury Borough Council | | | | | | | 2015/16 Q2 Budget Monitoring Report |
|---|--|---------------------|---------------------|------------------------------------|-----------------------|-------------------------------|---|
| Detail by Head of Service | | | | | | | Appendix B |
| 2031 | Moyse's Hall Museum | 138,182 | 128,379 | (9,803) | 7.09% | (10,000) | Salary underspend. |
| 2032 | West Stow Country Park | 50,139 | 47,100 | (3,039) | 6.06% | 0 | |
| 2033 | West Stow ASVT Operating Account | 0 | (11,039) | (11,039) | 0.00% | 0 | |
| 2035 | Heritage Outreach Services | 1,752 | 2,978 | 1,226 | 69.98% | 0 | |
| 2036 | Heritage Sites & Monuments | 2,412 | 3,516 | 1,104 | 45.77% | 0 | |
| 2037 | West Front Houses | 24,468 | 15,726 | (8,742) | 35.73% | (10,000) | Additional income generated from service charges. |
| 2070 | Tourist Information Centres | 30,271 | 36,565 | 6,294 | 20.79% | 0 | |
| 2071 | Shopmobility | 8,519 | 7,386 | (1,133) | 13.30% | 0 | |
| Leisure & Cultural - TIC & Heritage: | | 349,524 | 325,172 | (24,352) | 6.97% | (20,000) | |
| 2061 | The Athenaeum | 29,358 | 48,731 | 19,373 | 65.99% | 15,000 | Underachievement of income target. |
| 2062 | The Guildhall, Bury St Edmunds | 17,140 | 18,754 | 1,614 | 9.42% | 0 | |
| Leisure & Cultural - Public Halls: | | 46,498 | 67,485 | 20,987 | 45.14% | 15,000 | |
| 2072 | Bury Festival | 29,060 | 35,799 | 6,739 | 23.19% | 0 | Expected to be on budget at year end. |
| Commercial - Entertainment & Events: | | 29,060 | 35,799 | 6,739 | 23.19% | 0 | |
| 2010 | Leisure Promotion | 74,094 | 58,240 | (15,854) | 21.40% | (10,000) | Saving on marketing spend. |
| Commercial - Marketing: | | 74,094 | 58,240 | (15,854) | 21.40% | (10,000) | |
| 2011 | Leisure - Commercial Activities | (98,001) | (36,674) | 61,327 | 62.58% | 0 | Overall cost of the Apex expected to be on budget at the year end. |
| 2060 | The Apex | 416,801 | 353,482 | (63,319) | 15.19% | 0 | |
| The Apex | | 318,800 | 316,808 | (1,992) | 0.62% | 0 | |
| TOTALS: OPERATIONS | | 1,304,677 | 667,159 | (637,518) | 48.86% | (257,000) | |
| LT06 HEAD OF HOUSING | | | | | | | |
| Cost Centre | Cost Centre Description | Budget to Date £ | Actual to Date £ | Over/(Under) Spend to Date £ | Variance to Date % | Y/E Forecast Variance £ | Year End Variance Notes |
| 4021 | Housing Renewals | 63,039 | 54,779 | (8,260) | 13.10% | 0 | |
| 4031 | Burial of the Dead | 8,914 | 9,806 | 892 | 10.01% | 0 | |
| 4032 | Gypsies & Travellers | 10,733 | 11,445 | 712 | 6.63% | 0 | |
| 4033 | Other Public Health Services | 102,804 | 105,970 | 3,166 | 3.08% | 0 | |
| Public Health & Housing: | | 185,490 | 182,000 | (3,490) | 1.88% | 0 | |
| 4000 | Housing Development & Strategy | 60,114 | 46,767 | (13,347) | 22.20% | (15,000) | Salary underspend. |
| Housing Development & Strategy: | | 60,114 | 46,767 | (13,347) | 22.20% | (15,000) | |
| 4010 | Homelessness | 118,098 | 59,175 | (58,923) | 49.89% | (30,000) | Lower than anticipated accommodation costs plus additional funding through Housing Benefits |
| 4011 | Housing Advice & Choice Based Lettings | 125,058 | 104,218 | (20,840) | 16.66% | 0 | Subscription costs to be paid in the second half of the year. |
| 4015 | Non-HRA Housing Properties | 0 | 1,307 | 1,307 | 0.00% | (7,500) | Benefit of Income from Lake Avenue HMO investment. |
| Housing Options: | | 243,156 | 164,700 | (78,456) | 32.27% | (37,500) | |

