

Forest Heath District Council						2015/16 December 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 £	Variance to Date £	Variance to Date %	Y/E Forecast Variance £	Year End Variance Notes
1000	Resources & Performance	263,495	283,721	20,226	7.68%	0	
1090	Grants to Organisations	84,000	84,238	238	0.28%	0	
8000	General Fund Adjustments	317,102	255,638	(61,464)	19.38%	0	Difference between budget and NNDR1 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:		664,597	623,597	(41,000)	6.17%	0	
1001	Internal Audit	59,788	46,628	(13,160)	22.01%	(9,000)	Salary underspend.
Internal Audit:		59,788	46,628	(13,160)	22.01%	(9,000)	
1002	ICT	367,577	434,782	67,205	18.28%	0	Expected to be on budget at year end. Income from ARP still be included.
ICT:		367,577	434,782	67,205	18.28%	0	
1010	Anglia Revenues Partnership	561,996	580,149	18,153	3.23%	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	(91,728)	(106,396)	(14,668)	15.99%	(10,000)	Additional court cost income.
1013	Business Rate Administration	(66,762)	(70,639)	(3,877)	5.81%	0	
4090	Housing Benefits	(154,308)	(264,539)	(110,231)	71.44%	0	Timing of payment of benefits against receipt of subsidy grant from Government.
Anglia Revenues Partnership:		249,198	138,575	(110,623)	44.39%	(10,000)	
1100	Corporate Expenditure	599,920	742,995	143,075	23.85%	100,000	£100k less income expected to be received from Flagship as part of the VAT shelter agreement.
1150	Non-Distributed Costs	0	988	988	0.00%	0	
Corporate Expenditure:		599,920	743,983	144,063	24.01%	100,000	
1020	Emergency Planning	20,279	19,588	(691)	3.41%	0	
Emergency Planning:		20,279	19,588	(691)	3.41%	0	
TOTALS: RESOURCES & PERFORMANCE		1,961,359	2,007,153	45,794	2.33%	81,000	
LT02 HEAD OF HR & DEMOCRATIC SERVICES							
Cost Centre	Cost Centre Description	Budget to Date £	Actual to Date £	Variance to Date £	Variance to Date %	Y/E Forecast Variance £	Year End Variance Notes
1030	Human Resources & Payroll	110,456	137,524	27,068	24.51%	(15,000)	Additional income from commencement of ARP contract.
Human Resources:		110,456	137,524	27,068	24.51%	(15,000)	

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1032	Health & Safety	39,303	40,537	1,234	3.14%	0	
Health & Safety:		39,303	40,537	1,234	3.14%	0	
1031	Central Training Services	50,886	34,698	(16,188)	31.81%	(10,000)	Underspend on corporate training costs.
Learning & Development:		50,886	34,698	(16,188)	31.81%	(10,000)	
1040	Legal Services	110,356	125,163	14,807	13.42%	10,000	Salary overspend.
Legal Services:		110,356	125,163	14,807	13.42%	10,000	
1130	Democratic Services	75,636	69,949	(5,687)	7.52%	0	
1131	Members Allowances & Expenses	154,404	159,617	5,213	3.38%	0	
1132	Mayoralty & Civic Functions	2,250	4,222	1,972	87.64%	0	
Democratic Services:		232,290	233,788	1,498	0.64%	0	
1041	Electoral Registration	44,910	54,525	9,615	21.41%	5,000	Salary overspend.
1042	Election Expenses	35,788	76,205	40,417	112.93%	0	Expected to be on budget at year end.
Elections:		80,698	130,730	50,032	62.00%	5,000	
TOTALS: HR & DEMOCRATIC SERVICES		623,989	702,440	78,451	12.57%	(10,000)	
LT03 HEAD OF FAMILIES & COMMUNITIES							
Cost Centre	Cost Centre Description	Budget to Date £	Actual to Date £	Variance to Date £	Variance to Date %	Y/E Forecast Variance £	Year End Variance Notes
1140	Policy	67,001	66,817	(184)	0.27%	0	
Policy:		67,001	66,817	(184)	0.27%	0	
1141	Communications	57,546	50,290	(7,256)	12.61%	(5,500)	Saving on external printing costs.
1142	Website and Intranet	18,536	17,149	(1,387)	7.48%	0	
Communications:		76,082	67,439	(8,643)	11.36%	(5,500)	
1050	Customer Services	256,623	254,870	(1,753)	0.68%	(6,000)	Saving on annual computing maintenance costs.
3100	Bus Stations	32,365	48,004	15,639	48.32%	10,000	Overspend relates to higher than budgeted business rates.
Customer Services:		288,988	302,874	13,886	4.81%	4,000	
2041	Sports Development & Community Recreation (Closed)	0	0	0	0.00%	0	
2080	Community Development	137,904	110,222	(27,682)	20.07%	(20,000)	Salary underspend.
2081	Community Chest - Families & Communities	78,350	79,744	1,394	1.78%	0	
2082	Health, Culture & Arts	31,131	22,710	(8,421)	27.05%	0	
2085	Community Centres	3,256	3,454	198	6.08%	0	
Families & Communities:		250,641	216,130	(34,511)	13.77%	(20,000)	
TOTALS: FAMILIES & COMMUNITIES		682,712	653,260	(29,452)	4.31%	(21,500)	
LT04 HEAD OF PLANNING & GROWTH							

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Cost Centre	Cost Centre Description	Budget to Date £	Actual to Date £	Variance to Date £	Variance to Date %	Y/E Forecast Variance £	Year End Variance Notes
5000	Development Control	(123,130)	(130,444)	(7,314)	5.94%	(62,000)	Higher than anticipated income against budget.
Development Control:		-123,130	(130,444)	(7,314)	5.94%	(62,000)	
5005	Planning Policy	283,579	282,189	(1,390)	0.49%	0	
5006	Local Plan	5,544	13,724	8,180	147.55%	0	
Place Shaping:		289,123	295,913	6,790	2.35%	0	
1060	Land Charges	(55,404)	(58,128)	(2,724)	4.92%	0	
5010	Building Control	(64,199)	13,218	77,417	120.59%	95,000	Lower than anticipated income, along with additional costs associated with changes in the staffing structure to support service delivery.
5015	Planning & Regulatory Support	117,486	129,698	12,212	10.39%	10,000	Salary overspend.
Business (BC & Support):		-2,117	84,788	86,905	4105.10%	105,000	
3090	Prevention of Pollution	27,124	13,974	(13,150)	48.48%	(10,000)	Underspend on supplies & services.
3091	Environmental Management	20,391	16,476	(3,915)	19.20%	0	
3092	Drinking Water Quality	12,027	8,418	(3,609)	30.01%	0	
3093	Climate Change	18,193	19,951	1,758	9.66%	0	
4020	Home Energy Conservation	2,934	1,175	(1,759)	59.95%	0	
Environment:		80,669	59,994	(20,675)	25.63%	(10,000)	
3095	Licensing	(15,165)	(42,197)	(27,032)	178.25%	0	Annual maintenance fee for computer software to be paid in second half of the year.

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3096	Hackney Carriage & Private Hire Licensing	(36,909)	(39,251)	(2,342)	6.35%	0	
3097	Food Safety	43,065	32,299	(10,766)	25.00%	(10,000)	Computer maintenance savings due to reduced costs associated with shared software.
3098	Health & Safety at Work Act/Enforcement	41,337	33,566	(7,771)	18.80%	(10,000)	Salary underspend.
Business Reg & Licensing:		32,328	(15,583)	(47,911)	148.20%	(20,000)	
5020	Economic Development & Growth	128,835	150,793	21,958	17.04%	0	Invoices to be raised for contributions by third parties to studies. Will bring back to budget by year end.
5021	Strategic Tourism & Markets	27,207	24,179	(3,028)	11.13%	0	
5024	Vibrant Town Centres	9,945	7,149	(2,796)	28.11%	0	
Economic Development & Growth:		165,987	182,121	16,134	9.72%	0	
TOTALS: PLANNING & GROWTH		442,860	476,789	33,929	7.66%	13,000	
LT05 HEAD OF OPERATIONS							
Cost Centre	Cost Centre Description	Budget to Date £	Actual to Date £	Variance to Date £	Variance to Date %	Y/E Forecast Variance £	Year End Variance Notes
3006	Pool Cars	0	2,644	2,644	0.00%	0	
Fleet Management:		0	2,752	2,752	0.00%	0	
3000	Depots	206,082	205,822	(260)	0.13%	0	
3065	Waste & Cleansing Operatives	(118,559)	(73,563)	44,996	37.95%	30,000	Salary overspend.
6020	Markets	38,307	48,717	10,410	27.18%	15,000	Market toll fees expected to be less than budgeted.
Operational:		125,830	180,976	55,146	43.83%	45,000	
3030	Street Cleansing	328,044	285,359	(42,685)	13.01%	0	Expected to be on budget at year end
3040	Refuse Collection (Black Bin)	265,410	258,718	(6,692)	2.52%	(5,000)	Underspend on tools & equipment purchases.
3041	Recycling Collection (Blue Bin)	180,561	89,522	(91,039)	50.42%	0	Expected to be on budget at year end.
3042	Compostable Collection (Brown Bin)	100,998	133,184	32,186	31.87%	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	28,233	29,230	997	3.53%	0	
3044	Clinical & Hazardous Waste Collection	2,970	4,401	1,431	48.18%	0	
3045	Multi-Bank Recycling Sites	(20,831)	(43,361)	(22,530)	108.16%	(20,000)	Additional income from the sale of scrap materials.
3048	Trade Waste	(208,699)	(232,685)	(23,986)	11.49%	(25,000)	Additional trade waste sales revenue.
Waste - Business & Commercial		676,686	524,368	(152,318)	22.51%	(50,000)	
1080	Property Services	207,840	210,504	2,664	1.28%	0	
Property Maintenance:		207,840	210,504	2,664	1.28%	0	
1081	Estates Management (Closed)	0	0	0	0.00%	0	
6000	Industrial & Business Units	(434,897)	(404,278)	30,619	7.04%	(25,000)	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	(510,729)	(507,440)	3,289	0.64%	0	
Property Management:		(945,626)	(911,718)	33,908	3.59%	(25,000)	

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1072	Offices: College Heath Road	(127,368)	(133,249)	(5,881)	4.62%	0	
1073	Offices: Brandon & Newmarket Guineas	2,312	2,480	168	7.27%	0	
3020	Public Conveniences	53,604	36,452	(17,152)	32.00%	0	Current underspend due to contract cleaning and water services. Expected to be on budget at year end.
3025	CCTV	88,000	61,689	(26,311)	29.90%	0	Expected to be on budget at year end.
3070	District Highways Services	6,984	(16,863)	(23,847)	341.45%	10,000	Year end overspend expected due to poor state of footpaths.
3072	Land Drainage & Associated Works	74,500	65,160	(9,340)	12.54%	0	
Facilities, CCTV & Highways Services:		98,032	15,669	(82,363)	84.02%	10,000	
1075	Courier & Postal Service	45,882	36,049	(9,833)	21.43%	0	
1076	Printing & Copying Service	19,791	43,309	23,518	118.83%	15,000	Overspend due to salaries and supplies & services.
Central Services:		65,673	79,358	13,685	20.84%	15,000	
3110	Off Street Car Parks	(219,238)	(173,889)	45,349	20.68%	0	Change in electricity supplier led to high estimated bills. Refund to be received in quarter four.
Car Parking:		(219,238)	(173,889)	45,349	20.68%	0	
2000	Leisure Services Management & Support	40,797	44,119	3,322	8.14%	0	
2017	Arboriculture (Tree Maintenance Works)	63,324	44,617	(18,707)	29.54%	0	Expected to be on budget. Current underspend relates to delay in tree works.
2020	Other Parks and Play Provision	196,366	208,930	12,564	6.40%	(7,000)	Currently overspent due to profiling of grounds maintenance contract budget. Expected to be underspent at year end due to an additional grant and fair fee income received.
2025	Children's Play Areas	32,805	25,227	(7,578)	23.10%	0	
2040	Sports & Leisure Centres	573,234	606,095	32,861	5.73%	0	Expected to be on budget at year end.
2083	Leisure & Sports	31,131	16,816	(14,315)	45.98%	(15,000)	Saving relates to unallocated grants and commissioning pot.
Leisure & Cultural - Parks		937,657	945,804	8,147	0.87%	(22,000)	
2030	Arts, Heritage & Cultural Services	7,938	8,705	767	9.66%	0	
2070	Tourist Information Centres	(2,889)	(24)	2,865	99.17%	0	
2071	Shopmobility	(1,125)	0	1,125	100.00%	0	
2095	Palace House and Stables	0	14,834	14,834	0.00%	20,000	One-off payment for business rates, which was not budgeted for. Link to Home of Horseracing Project.
Leisure & Cultural - TIC & Heritage:		3,924	23,515	19,591	499.26%	20,000	
2090	The Pavilion - Lady Wolverton Playingfield	(6,444)	(4,943)	1,501	23.29%	0	
Leisure & Cultural - Public Halls:		(6,444)	(4,943)	1,501	23.29%	0	
2010	Leisure Promotion	25,119	23,271	(1,848)	7.36%	0	
Commercial - Marketing:		25,119	23,271	(1,848)	7.36%	0	
TOTALS: OPERATIONS		969,453	915,667	(53,786)	5.55%	(7,000)	
LT06	HEAD OF HOUSING						
Cost Centre	Cost Centre Description	Budget to Date £	Actual to Date £	Variance to Date £	Variance to Date %	Y/E Forecast Variance £	Year End Variance Notes

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4021	Housing Renewals	52,941	46,263	(6,678)	12.61%	0	
4031	Burial of the Dead	4,892	9,148	4,256	87.00%	0	
4032	Gypsies & Travellers	7,448	12,747	5,299	71.15%	5,000	TPP higher than budgeted.
4033	Other Public Health Services	95,099	104,035	8,936	9.40%	(5,000)	Savings on the Dog Service Contract which started in October 2015.
Public Health & Housing:		160,380	172,193	11,813	7.37%	0	
4000	Housing Development & Strategy	44,307	62,684	18,377	41.48%	0	Expected to be on budget at year end.
Housing Development & Strategy:		44,307	62,684	18,377	41.48%	0	
4010	Homelessness	49,986	44,918	(5,068)	10.14%	0	
4011	Housing Advice & Choice Based Lettings	112,064	97,535	(14,529)	12.96%	(10,000)	TPP higher than budgeted.
4015	Non-HRA Housing Properties	8,136	9,574	1,438	17.67%	0	
Housing Options:		170,186	152,027	(18,159)	10.67%	(10,000)	
4005	Housing Business & Partnerships	63,855	57,337	(6,518)	10.21%	(5,000)	Underspend due to lower removal and rent deposit costs.
Housing Business & Partnerships:		63,855	57,337	(6,518)	10.21%	(5,000)	
TOTALS: HOUSING:		438,728	444,241	5,513	1.26%	(15,000)	