

St Edmundsbury Borough 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	470,664	504,795	34,131	7.25%	0	Expected to be on budget at year end.
1090	Grants to Organisations	158,827	159,836	1,009	0.64%	0	
8000	General Fund Adjustments	743,228	657,820	(85,408)	11.49%	150,000	Less funding from Business Rates Retention Reserve than anticipated.
	Resources & Performance:	1,372,719	1,322,451	(50,268)	3.66%	150,000	
1001	Internal Audit	104,401	88,614	(15,787)	15.12%	(5,000)	Salary underspend.
	Internal Audit:	104,401	88,614	(15,787)	15.12%	(5,000)	
1002	ICT	745,440	871,630	126,190	16.93%	0	Will be on budget at year end. Income from ARP still be included.
	ICT:	745,440	871,630	126,190	16.93%	0	
1010	Anglia Revenues Partnership	873,846	983,550	109,704	12.55%	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	(71,886)	(145,038)	(73,152)	101.76%	(49,000)	Legal and court costs now all goes through the ARP partnership, plus some additional court costs recovered
1013	Business Rate Administration	(130,047)	(123,421)	6,626	5.10%	0	
4090	Housing Benefits	(228,870)	(340,427)	(111,557)	48.74%	0	Timing of payment of benefits against receipt of subsidy grant from Government.
	Anglia Revenues Partnership:	443,043	374,664	(68,379)	15.43%	(49,000)	
1100	Corporate Expenditure	653,117	699,956	46,839	7.17%	0	Expected to be on budget at year end.
1150	Non-Distributed Costs	107,003	78,385	(28,618)	26.75%	0	Expected to be on budget at year end.
1151	Non-Distributed Costs - Cost of Unused Assets	30,825	32,642	1,817	5.89%	0	
	Corporate Expenditure:	790,945	810,983	20,038	2.53%	0	
1020	Emergency Planning	29,551	30,101	550	1.86%	0	
	Emergency Planning:	29,551	30,101	550	1.86%	0	
	TOTALS: RESOURCES & PERFORMANCE	3,486,099	3,498,443	12,344	0.35%	96,000	
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	241,970	234,098	(7,872)	3.25%	0	
	Human Resources:	241,970	234,098	(7,872)	3.25%	0	
1032	Health & Safety	73,976	65,657	(8,319)	11.25%	(10,000)	Over achievement of income against budget.

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	Health & Safety:	73,976	65,657	(8,319)	11.25%	(10,000)	
1031	Central Training Services	113,535	106,402	(7,133)	6.28%	(5,000)	Underspend on corporate training costs.
	Learning & Development:	113,535	106,402	(7,133)	6.28%	(5,000)	
1040	Legal Services	187,669	239,206	51,537	27.46%	25,000	Less income than anticipated, and higher staffing costs.
	Legal Services:	187,669	239,206	51,537	27.46%	25,000	
1130	Democratic Services	140,742	145,678	4,936	3.51%	10,000	Computer software costs.
1131	Members Allowances & Expenses	252,207	264,306	12,099	4.80%	0	
1132	Mayoralty & Civic Functions	72,771	61,015	(11,756)	16.15%	0	
	Democratic Services:	465,720	470,999	5,279	1.13%	10,000	
1041	Electoral Registration	78,192	82,305	4,113	5.26%	0	
1042	Election Expenses	65,871	138,037	72,166	109.56%	0	Income still to be received from Central Government. Expected to be on budget at year end.
	Elections:	144,063	220,342	76,279	52.95%	0	
	TOTALS: HR & DEMOCRATIC SERVICES	1,226,933	1,336,704	109,771	8.95%	20,000	
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	113,950	113,066	(884)	0.78%	0	
	Policy:	113,950	113,066	(884)	0.78%	0	
1141	Communications	92,707	87,405	(5,302)	5.72%	0	
1142	Website and Intranet	26,285	28,526	2,241	8.53%	0	
	Communications:	118,992	115,931	(3,061)	2.57%	0	
1050	Customer Services	419,043	412,840	(6,203)	1.48%	(10,000)	Saving relates to lower than budgeted annual computing maintenance costs and pension savings.
3100	Bus Stations	150,367	166,933	16,566	11.02%	8,000	Underachievement of income targets
	Customer Services:	569,410	579,773	10,363	1.82%	(2,000)	
2080	Community Development	230,807	206,704	(24,103)	10.44%	(20,000)	Salary underspend.
2081	Community Chest - Families & Communities	207,369	244,422	37,053	17.87%	0	Current variance a result of the timing of grant payments. Expected to be on budget at year end.
2085	Community Centres	61,600	61,219	(381)	0.62%	(6,000)	Underspend on cleaning due to community centre transfer.
	Families & Communities:	499,776	512,345	12,569	2.51%	(26,000)	
	TOTALS: FAMILIES & COMMUNITIES	1,302,128	1,321,115	18,987	1.46%	(28,000)	
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	(218,284)	(125,028)	93,256	42.72%	100,000	Under achievement of income.
Development Control:		(218,284)	(125,028)	93,256	42.72%	100,000	
5005	Planning Policy	412,037	449,449	37,412	9.08%	0	Expected to be on budget at year end.
5006	Local Plan	(12,456)	3,211	15,667	125.78%	30,000	Additional costs associated with S106 Monitoring due to legislation changes, management currently reviewing options so financial position may improve.
Place Shaping:		399,581	452,660	53,079	13.28%	30,000	
1060	Land Charges	(102,051)	(101,745)	306	0.30%	0	
5010	Building Control	(89,724)	41,023	130,747	145.72%	215,000	Lower than anticipated income, along with additional costs associated with changes in the staffing structure to ensure service delivery.
5015	Planning & Regulatory Support	209,727	233,456	23,729	11.31%	12,000	Salary overspend.
Business (BC & Support):		17,952	172,734	154,782	862.20%	227,000	
3090	Prevention of Pollution	44,271	35,948	(8,323)	18.80%	0	
3091	Environmental Management	32,778	30,640	(2,138)	6.52%	0	
3092	Drinking Water Quality	13,437	9,786	(3,651)	27.17%	0	
3093	Climate Change	55,156	53,527	(1,629)	2.95%	0	
4020	Home Energy Conservation	3,753	1,380	(2,373)	63.23%	0	
Environment:		149,395	131,281	(18,114)	12.12%	0	
3095	Licensing	(32,937)	(42,191)	(9,254)	28.10%	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	(45,099)	(63,722)	(18,623)	41.29%	0	
3097	Food Safety	59,463	79,348	19,885	33.44%	0	
3098	Health & Safety at Work Act/Enforcement	79,938	60,855	(19,083)	23.87%	(15,000)	Salary underspend.
Business Reg & Licensing:		61,365	34,290	(27,075)	44.12%	(15,000)	
5020	Economic Development & Growth	185,359	227,324	41,965	22.64%	0	Invoices to be raised for contributions by third parties to studies. Will bring back to budget by year end.
5021	Strategic Tourism & Markets	27,936	29,522	1,586	3.05%	0	
5022	Bury Christmas Fayre	(67,375)	(53,995)	13,380	19.86%	0	Expected to be on budget at year end.
5023	Park & Ride	0	4,003	4,003	0.00%	0	
Economic Development & Growth:		145,920	206,854	60,934	41.76%	0	
TOTALS: PLANNING & GROWTH		555,929	872,791	316,862	57.00%	342,000	
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
3005	Vehicle Workshop	(42,295)	(57,209)	(14,914)	35.26%	(20,000)	Income trend continues to be above target budget. This will be reflected in the 16/17 budgets.
3006	Pool Cars	21,186	17,746	(3,440)	16.24%	0	
3010	Vehicle Workshop Trading Account - FHDC	27,036	0	(27,036)	100.00%	0	Expected to be on budget at year end.
Fleet Management:		5,927	(39,463)	(45,390)	765.82%	(20,000)	
3000	Depots	(71,120)	(120,920)	(49,800)	70.02%	(30,000)	Depot cleaning/Caretaking charges lower than expected
3060	Grounds Maintenance Operatives	(116,442)	(95,325)	21,117	18.14%	0	
3061	Tree Maintenance Operatives	(612)	1,274	1,886	308.17%	0	
3065	Waste & Cleansing Operatives	(411,090)	(474,204)	(63,114)	15.35%	(50,000)	Vehicle costs lower than budgeted, predominately as a result of lower fuel prices.
6020	Markets	(44,160)	(60,898)	(16,738)	37.90%	0	
Operational:		(643,424)	(750,073)	(106,649)	16.58%	(80,000)	
3030	Street Cleansing	1,036,467	1,073,973	37,506	3.62%	0	Expected to be on budget at year end.
3040	Refuse Collection (Black Bin)	710,983	730,085	19,102	2.69%	0	
3041	Recycling Collection (Blue Bin)	492,283	471,822	(20,461)	4.16%	0	Current variance relates to timing issue of not having received all RPP money due from SCC so far this year.
3042	Compostable Collection (Brown Bin)	310,987	321,190	10,203	3.28%	0	
3043	Bulky, Fridges, Metal & Scrap Collection	80,010	82,850	2,840	3.55%	0	
3044	Clinical & Hazardous Waste Collection	15,081	11,189	(3,892)	25.81%	0	
3045	Multi-Bank Recycling Sites	27,008	(29,802)	(56,810)	210.35%	(35,000)	Underspend on recycling contract.
3048	Trade Waste	(429,924)	(609,313)	(179,389)	41.73%	(80,000)	Additional trade waste sales revenue.
Waste - Business & Commercial		2,242,895	2,051,994	(190,901)	8.51%	(115,000)	
1080	Property Services	222,225	215,813	(6,412)	2.89%	(15,000)	Salary underspend.
Property Maintenance:		222,225	215,813	(6,412)	2.89%	(15,000)	

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6000	Industrial & Business Units	(1,094,477)	(1,154,786)	(60,309)	5.51%	(80,000)	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	(550,701)	(538,043)	12,658	2.30%	15,000	Rental income is predicted to be slightly lower than expected at year end
Property Management:		(1,645,178)	(1,692,829)	(47,651)	2.90%	(65,000)	
1070	Offices: West Suffolk House	(82,911)	(33,618)	49,293	56.99%	0	Current underspends on utilities which will be paid by the year end.
1071	Offices: Haverhill House	(19,803)	3,576	23,379	118.06%	0	Current underspends on utilities which will be paid by the year end.
3020	Public Conveniences	113,624	98,519	(15,105)	13.29%	0	
3025	CCTV	134,865	140,870	6,005	4.45%	0	
3026	Green Travel Plan	(18,236)	4,212	22,448	123.10%	0	
3027	Street Banners & Displays	(63)	(2,603)	(2,540)	4031.75%	0	
3070	District Highways Services	278,158	244,053	(34,105)	12.26%	0	Expected to be on budget at year end.
3071	Street Furniture	21,199	9,385	(11,814)	55.73%	0	
3072	Land Drainage & Associated Works	6,669	3,132	(3,537)	53.04%	0	
Facilities, CCTV & Highways Services:		433,502	467,526	34,024	7.85%	0	
1075	Courier & Postal Service	86,705	85,344	(1,361)	1.57%	0	
1076	Printing & Copying Service	19,125	29,897	10,772	56.32%	0	
Central Services:		105,830	115,241	9,411	8.89%	0	
3110	Off Street Car Parks	(2,050,371)	(2,112,358)	(61,987)	3.02%	(75,000)	Higher than anticipated car park income due to additional car parking events. Projection is in line with 2014/15 outturn level.
3120	On Street Car Parking	0	0	0	0.00%	0	
Car Parking:		(2,050,371)	(2,112,358)	(61,987)	3.02%	(75,000)	
2000	Leisure Services Management & Support	151,020	156,629	5,609	3.71%	10,000	Salary overspend.
2017	Arboriculture (Tree Maintenance Works)	207,844	138,995	(68,849)	33.13%	(30,000)	Underspend relates to saving on grounds maintenance works.
2020	Other Parks and Play Provision	353,133	349,773	(3,360)	0.95%	0	
2021	Abbey Gardens	224,129	233,135	9,006	4.02%	9,000	Overspend on staff costs associated with events.
2022	Nowton Park	74,147	68,568	(5,579)	7.52%	0	
2023	East Town Park	74,524	74,407	(117)	0.16%	0	
2024	Clare Country Park	1,029	8,276	7,247	704.28%	0	
2025	Children's Play Areas	64,919	61,842	(3,077)	4.74%	0	
2050	Cemeteries & Closed Churchyards	163,805	170,108	6,303	3.85%	0	
2055	Allotments	64	(1,167)	(1,231)	1923.44%	0	
2040	Sports & Leisure Centres	470,848	475,343	4,495	0.95%	0	
2083	Leisure & Sports	37,422	25,495	(11,927)	31.87%	(15,000)	Saving relates to underspend on Cultural Services contributions.
Leisure & Cultural - Parks		1,822,884	1,761,404	(61,480)	3.37%	(26,000)	
2030	Arts, Heritage & Cultural Services	115,874	95,114	(20,760)	18.10%	0	
2031	Moyse's Hall Museum	198,644	178,568	(20,076)	10.11%	(23,000)	Salary saving and additional income.
2032	West Stow Country Park	79,836	84,928	5,092	6.38%	0	
2033	West Stow ASVT Operating Account	0	(3,152)	(3,152)	0.00%	0	
2035	Heritage Outreach Services	2,628	3,808	1,180	44.90%	0	

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2036	Heritage Sites & Monuments	3,618	5,333	1,715	47.40%	0	
2037	West Front Houses	37,602	28,375	(9,227)	24.54%	(13,000)	Additional income generated from service charges.
2070	Tourist Information Centres	45,448	64,822	19,374	42.63%	0	
2071	Shopmobility	11,789	9,605	(2,184)	18.53%	0	
Leisure & Cultural - TIC & Heritage:		495,439	467,401	(28,038)	5.66%	(36,000)	
2061	The Athenaeum	36,845	48,463	11,618	31.53%	14,000	Underachievement of income target.
2062	The Guildhall, Bury St Edmunds	25,987	29,304	3,317	12.76%	0	
Leisure & Cultural - Public Halls:		62,832	77,767	14,935	23.77%	14,000	
2072	Bury Festival	29,060	35,515	6,455	22.21%	0	
Commercial - Entertainment & Events:		29,060	35,515	6,455	22.21%	0	
2010	Leisure Promotion	111,141	97,872	(13,269)	11.94%	(20,000)	Saving on marketing spend.
Commercial - Marketing:		111,141	97,872	(13,269)	11.94%	(20,000)	
2011	Leisure - Commercial Activities	(176,501)	(68,089)	108,412	61.42%	0	Overall cost of the Apex expected to be on budget at the year end.
2060	The Apex	589,183	488,446	(100,737)	17.10%	0	
The Apex		412,682	420,357	7,675	1.86%	0	
TOTALS: OPERATIONS		1,605,444	1,116,167	(489,277)	30.48%	(433,000)	
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
4021	Housing Renewals	95,079	82,723	(12,356)	13.00%	0	
4031	Burial of the Dead	13,437	14,930	1,493	11.11%	0	
4032	Gypsies & Travellers	16,165	21,691	5,526	34.18%	0	
4033	Other Public Health Services	154,879	157,487	2,608	1.68%	0	
Public Health & Housing:		279,560	276,831	(2,729)	0.98%	0	
4000	Housing Development & Strategy	88,164	80,237	(7,927)	8.99%	(15,000)	Salary underspend.
Housing Development & Strategy:		88,164	80,237	(7,927)	8.99%	(15,000)	
4010	Homelessness	177,147	88,187	(88,960)	50.22%	(30,000)	Lower than anticipated accommodation costs plus additional funding through Housing Benefits
4011	Housing Advice & Choice Based Lettings	187,587	161,322	(26,265)	14.00%	0	Subscription costs still to be paid in the year.
4015	Non-HRA Housing Properties	0	3,941	3,941	0.00%	(7,500)	Benefit of Income from Lake Avenue HMO investment.
Housing Options:		364,734	253,450	(111,284)	30.51%	(37,500)	
4005	Housing Business & Partnerships	31,869	28,201	(3,668)	11.51%	0	
Housing Business & Partnerships:		31,869	28,201	(3,668)	11.51%	0	
TOTALS: HOUSING:		764,327	638,719	(125,608)	16.43%	(52,500)	