

Detail by Head of Service **Appendix B**

HEAD OF RESOURCES & PERFORMANCE

Cost Centre Description	Budget for Year £	Actual for Year £	Over/(Under) Spend for Year £	Variance for Year %	Year End Variance Notes over £25,000
Resources & Performance	614,675	628,604	13,929	2.12%	
Grants to Organisations	222,827	223,836	1,009	0.45%	
General Fund Adjustments	(11,002,922)	(10,762,917)	240,005	6.57%	Less funding from Business Rates Retention Reserve than anticipated.
Resources & Performance:	(10,165,420)	(9,910,477)	254,943	5.63%	
Internal Audit	106,654	106,983	329	0.26%	
Internal Audit:	106,654	106,983	329	0.26%	
ICT	933,831	894,021	(39,810)	3.39%	Extra income outside of Service Level Agreement contracts.
ICT:	933,831	894,021	(39,810)	3.39%	
Anglia Revenues Partnership	1,378,651	1,321,754	(56,897)	4.13%	Contribution to the Partnership was lower than anticipated.
Council Tax Administration	(193,948)	(274,895)	(80,947)	212.74%	No spend on legal and court fees - budget no longer required, coupled with some additional court costs recovered.
Business Rate Administration	(173,402)	(166,366)	7,036	402.06%	Lower court costs recovered than anticipated.
Housing Benefits	(524,509)	(408,546)	115,963	0.37%	Less Housing Benefit Admin Subsidy Grant received than anticipated and increase on bad debt provision.
Anglia Revenues Partnership:	486,792	471,947	(14,845)	0.05%	
Corporate Expenditure	1,235,099	1,229,974	(5,125)	0.41%	
Non-Distributed Costs	217,000	213,285	(3,715)	1.68%	
Non-Distributed Costs - Cost of Unused Assets	41,100	43,107	2,007	4.45%	
Corporate Expenditure:	1,493,199	1,486,366	(6,833)	0.45%	
Emergency Planning	30,720	31,270	550	1.79%	
Emergency Planning:	30,720	31,270	550	1.79%	
TOTALS: RESOURCES & PERFORMANCE	(7,114,224)	(6,919,890)	194,334	0.49%	

HEAD OF HR & DEMOCRATIC SERVICES

Cost Centre Description	Budget for Year £	Actual for Year £	Over/(Under) Spend for Year £	Variance for Year %	Year End Variance Notes over £25,000
Human Resources & Payroll	333,626	342,489	8,863	2.11%	
Human Resources:	333,626	342,489	8,863	2.11%	
Health & Safety	97,727	93,946	(3,781)	3.72%	
Health & Safety:	97,727	93,946	(3,781)	3.72%	
Central Training Services	151,353	140,106	(11,247)	7.43%	
Learning & Development:	151,353	140,106	(11,247)	7.43%	
Legal Services	250,893	278,795	27,902	8.62%	Salary overspend.
Legal Services:	250,893	278,795	27,902	8.62%	
Democratic Services	187,647	206,268	18,621	9.92%	
Members Allowances & Expenses	338,310	350,528	12,218	3.61%	
Mayoralty & Civic Functions	96,070	78,712	(17,358)	17.42%	
Democratic Services:	622,027	635,508	13,481	2.15%	
Electoral Registration	104,256	108,269	4,013	3.73%	
Election Expenses	87,938	93,930	5,992	3.57%	
Elections:	192,194	202,199	10,005	3.63%	
TOTALS: HR & DEMOCRATIC SERVICES	1,647,820	1,693,043	45,223	2.38%	

HEAD OF FAMILIES & COMMUNITIES

Cost Centre Description	Budget for Year £	Actual for Year £	Over/(Under) Spend for Year £	Variance for Year %	Year End Variance Notes over £25,000
Policy	150,096	151,609	1,513	1.01%	

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Policy:	150,096	151,609	1,513	1.01%	
Communications	121,006	123,207	2,201	1.82%	
Website and Intranet	31,881	34,685	2,804	8.80%	
Communications:	152,887	157,892	5,005	3.27%	
Customer Services	549,289	544,622	(4,667)	0.85%	
Bus Stations	188,042	206,009	17,967	7.02%	
Customer Services:	737,331	750,631	13,300	1.65%	
Community Development	307,293	280,806	(26,487)	8.43%	Salary savings and general expenditure underspend.
Community Chest - Families & Communities	276,483	270,853	(5,630)	1.27%	
Community Centres	82,778	71,042	(11,736)	8.38%	
Families & Communities:	666,554	622,701	(43,853)	4.88%	
TOTALS: FAMILIES & COMMUNITIES	1,706,868	1,682,833	(24,035)	1.20%	
HEAD OF PLANNING & GROWTH					
Cost Centre Description	Budget for Year £	Actual for Year £	Over/(Under) Spend for Year £	Variance for Year %	Year End Variance Notes over £25,000
Development Control	(305,148)	(137,623)	167,525	28.68%	Overspend due to appeal costs and under achievement of income.
Development Control:	(305,148)	(137,623)	167,525	28.68%	
Planning Policy	530,921	586,842	55,921	9.55%	Additional costs associated with S106 Monitoring due to legislation changes.
Local Plan	(16,600)	61	16,661	11.90%	
Place Shaping:	514,321	586,903	72,582	10.00%	
Land Charges	(136,070)	(118,898)	17,172	20.86%	
Building Control	(135,126)	61,073	196,199	92.84%	Lower than anticipated income, along with additional costs associated with changes in the staffing structure to ensure service delivery.
Planning & Regulatory Support	279,648	314,123	34,475	12.33%	Salary overspend.
Business (BC & Support):	8,452	256,298	247,846	43.23%	
Prevention of Pollution	59,029	60,502	1,473	1.89%	
Environmental Management	43,972	41,302	(2,670)	6.03%	
Drinking Water Quality	17,914	13,950	(3,964)	14.48%	
Climate Change	69,183	71,210	2,027	2.90%	
Home Energy Conservation	5,000	2,480	(2,520)	50.40%	Lower spend on supplies & services.
Environment:	195,098	189,444	(5,654)	2.52%	
Licensing	(43,878)	(28,764)	15,114	13.33%	

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Hackney Carriage & Private Hire Licensing	(60,140)	(88,960)	(28,820)	79.48%	Overachievement of income.
Food Safety	79,265	78,992	(273)	0.29%	
Health & Safety at Work Act/Enforcement	106,564	81,379	(25,185)	23.63%	Salary underspend.
Business Reg & Licensing:	81,811	42,647	(39,164)	11.19%	
Economic Development & Growth	246,070	304,949	58,879	6.41%	Overspend on feasibility studies.
Strategic Tourism & Markets	37,238	39,873	2,635	6.24%	
Bury Christmas Fayre	(36,890)	(40,487)	(3,597)	4.08%	
Park & Ride	0	5,763	5,763	0.00%	
Vibrant Town Centres	0	1,566	1,566	0.00%	
Economic Development & Growth:	246,418	311,664	65,246	6.22%	
TOTALS: PLANNING & GROWTH	740,952	1,249,333	508,381	14.50%	
HEAD OF OPERATIONS					
Cost Centre Description	Budget for Year £	Actual for Year £	Over/(Under) Spend for Year £	Variance for Year %	Year End Variance Notes over £25,000
Vehicle Workshop	(56,600)	(84,005)	(27,405)	5.37%	Higher levels of external income than budgeted.
Pool Cars	13,930	12,696	(1,234)	4.27%	
Vehicle Workshop Trading Account - FHDC	36,030	36,030	0	0.00%	
Fleet Management:	(6,640)	(35,279)	(28,639)	2.85%	
Depots	(140,773)	(165,330)	(24,557)	4.49%	
Grounds Maintenance Operatives	(137,382)	(174,670)	(37,288)	2.72%	Higher levels of external income than budgeted.
Tree Maintenance Operatives	(810)	(21,355)	(20,545)	26.79%	
Waste & Cleansing Operatives	(537,455)	(538,104)	(649)	0.02%	
Markets	(78,957)	(99,427)	(20,470)	6.84%	
Operational:	(895,377)	(998,886)	(103,509)	1.70%	
Street Cleansing	1,333,936	1,352,563	18,627	1.33%	
Refuse Collection (Black Bin)	942,655	949,857	7,202	0.74%	
Recycling Collection (Blue Bin)	585,433	565,232	(20,201)	1.97%	Vehicle costs lower than budgeted, predominately as a result of lower fuel prices. This has been mitigated by a transfer into the Invest to Save reserve. Recycling contract costs also lower than anticipated.
Compostable Collection (Brown Bin)	346,295	404,190	57,895	5.16%	Recycling credits lower than anticipated.
Bulky, Fridges, Metal & Scrap Collection	106,661	112,386	5,725	3.96%	
Clinical & Hazardous Waste Collection	17,403	17,738	335	1.37%	
Multi-Bank Recycling Sites	30,492	(55,432)	(85,924)	65.35%	Recycling contract costs lower than expected and additional income from the sale of scrap materials.
Trade Waste	(52,015)	(285,893)	(233,878)	19.47%	Additional trade waste sales revenue.
Waste - Business & Commercial	3,310,860	3,060,641	(250,219)	4.15%	
Property Services	456,160	470,051	13,891	2.98%	
Property Maintenance:	456,160	470,051	13,891	2.98%	
Industrial & Business Units	(1,481,351)	(1,544,237)	(62,886)	17.19%	Due to lower number of vacant units, expenditure on vacant property business rates is less. Rental income is also higher than budgeted.
Town Centres & Shops	(765,518)	(773,222)	(7,704)	5.80%	
Property Management:	(2,246,869)	(2,317,459)	(70,590)	14.15%	
Offices: West Suffolk House	(182,725)	(184,362)	(1,637)	0.16%	
Offices: Haverhill House	(35,810)	(24,407)	11,403	5.62%	
Public Conveniences	158,086	151,867	(6,219)	3.18%	
CCTV	178,437	194,243	15,806	4.84%	
Green Travel Plan	(31,450)	(31,450)	0	0.00%	
Street Banners & Displays	(87)	(3,293)	(3,206)	52.45%	Lower grounds maintenance costs.
District Highways Services	383,027	339,811	(43,216)	9.91%	Lower material and grounds maintenance costs.
Street Furniture	193,876	190,585	(3,291)	1.69%	
Land Drainage & Associated Works	8,890	300	(8,590)	86.86%	Underspend on land drainage payments.
Facilities, CCTV & Highways Services:	672,244	633,294	(38,950)	1.60%	
Courier & Postal Service	134,910	131,324	(3,586)	1.38%	
Printing & Copying Service	25,500	21,473	(4,027)	7.74%	
Central Services:	160,410	152,797	(7,613)	2.44%	
Off Street Car Parks	(2,681,070)	(2,759,840)	(78,770)	5.60%	Higher than anticipated car park income due to additional car parking events and a higher number of visitors.
On Street Car Parking	(136,569)	(136,569)	0	0.00%	
Car Parking:	(2,817,639)	(2,896,409)	(78,770)	3.60%	

Detail by Head of Service **Appendix B**

Leisure Services Management & Support	201,338	197,013	(4,325)	2.15%	
Arboriculture (Tree Maintenance Works)	248,362	239,929	(8,433)	3.03%	
Other Parks and Play Provision	383,708	363,526	(20,182)	3.34%	
Abbey Gardens	306,757	336,840	30,083	7.68%	Overspend on staff costs associated with events and installation of new bins.
Nowton Park	99,414	98,632	(782)	0.35%	
East Town Park	102,027	101,354	(673)	0.58%	
Clare Country Park	1,379	4,289	2,910	11.47%	
Children's Play Areas	80,131	97,638	17,507	20.14%	
Cemeteries & Closed Churchyards	216,374	207,339	(9,035)	2.66%	
Allotments	200	(1,031)	(1,231)	223.82%	Additional rental income.
Sports & Leisure Centres	531,516	547,956	16,440	2.55%	
Leisure & Sports	49,900	25,995	(23,905)	47.91%	
Leisure & Cultural - Parks	2,221,106	2,219,480	(1,626)	0.05%	
Arts, Heritage & Cultural Services	121,019	97,169	(23,850)	19.71%	
Moyse's Hall Museum	257,505	222,343	(35,162)	10.37%	Savings on staff costs and additional income.
West Stow Country Park	115,633	121,321	5,688	1.49%	
Heritage Outreach Services	3,500	4,075	575	16.43%	
Heritage Sites & Monuments	3,358	5,559	2,201	11.86%	
West Front Houses	48,312	39,527	(8,785)	9.29%	
Tourist Information Centres	60,721	79,775	19,054	16.44%	
Shopmobility	16,888	16,158	(730)	2.63%	
Leisure & Cultural - TIC & Heritage:	626,936	585,927	(41,009)	3.72%	
The Athenaeum	42,603	49,770	7,167	4.45%	
The Guildhall, Bury St Edmunds	35,831	30,844	(4,987)	10.24%	
Leisure & Cultural - Public Halls:	78,434	80,614	2,180	1.04%	
Bury Festival	29,060	27,211	(1,849)	1.48%	
Commercial - Entertainment & Events:	29,060	27,211	(1,849)	1.48%	
Leisure Promotion	148,209	127,513	(20,696)	13.96%	
Commercial - Marketing:	148,209	127,513	(20,696)	13.96%	
Leisure - Commercial Activities	(209,231)	(77,885)	131,346	35.71%	Increased tickets sales at the Apex resulting in more income than budgeted.
The Apex	732,552	554,115	(178,437)	18.72%	
The Apex	523,321	476,230	(47,091)	3.57%	
TOTALS: OPERATIONS	2,260,215	1,585,725	(674,490)	2.71%	

HEAD OF HOUSING

Cost Centre Description	Budget for Year £	Actual for Year £	Over/(Under) Spend for Year £	Variance for Year %	Year End Variance Notes over £25,000
Housing Renewals	127,205	126,747	(458)	0.36%	
Burial of the Dead	17,951	21,348	3,397	18.92%	
Gypsies & Travellers	21,576	27,724	6,148	28.49%	
Other Public Health Services	207,051	195,309	(11,742)	5.57%	
Public Health & Housing:	373,783	371,128	(2,655)	0.70%	
Housing Development & Strategy	116,199	99,334	(16,865)	13.84%	
Housing Development & Strategy:	116,199	99,334	(16,865)	13.84%	
Homelessness	236,198	172,280	(63,918)	23.57%	Savings on accommodation costs.
Housing Advice & Choice Based Lettings	250,120	249,138	(982)	0.37%	
Non-HRA Housing Properties	950	5,142	4,192	441.26%	Costs associated with Lake Avenue HMO.
Housing Options:	487,268	426,560	(60,708)	11.33%	
Housing Business & Partnerships	42,522	37,554	(4,968)	3.26%	
Housing Business & Partnerships:	42,522	37,554	(4,968)	3.26%	
TOTALS: HOUSING:	1,019,772	934,576	(85,196)	7.17%	