

Detail by Assistant Director

2017/18 September Budget Monitoring Report

ASSISTANT DIRECTOR - RESOURCES & PERFORMANCE

Cost Centre Description	Full Year Budget £	Expenditure Budget to Date £	Income Budget to Date £	Net Budget to Date £	Expenditure Actual to Date £	Income Actual to Date £	Net Actual to Date £	Over/(Under) Spend to Date £	Year End Forecast Variance %	Year End Forecast Variance £	Year End Variance Notes
Resources & Performance	393,709	204,009	(700)	203,309	202,466	(815)	201,652	(1,657)	0.00%	0	
General Fund Adjustments	(5,597,939)	3,334,623	(12,146,540)	(8,811,917)	3,150,085	(12,502,854)	(9,352,769)	(540,852)	0.01%	(646)	
Resources & Performance:	(5,204,230)	3,538,632	(12,147,240)	(8,608,608)	3,352,551	(12,503,669)	(9,151,117)	(542,509)	0.01%	(646)	
Internal Audit	66,816	38,518	(2,364)	36,154	39,407	0	39,407	3,253	2.57%	1,720	
Internal Audit:	66,816	38,518	(2,364)	36,154	39,407	0	39,407	3,253	2.57%	1,720	
ICT	477,826	340,767	(115,755)	225,012	286,548	(171,986)	114,563	(110,449)	2.47%	11,812	
ICT:	477,826	340,767	(115,755)	225,012	286,548	(171,986)	114,563	(110,449)	2.47%	11,812	
Anglia Revenues Partnership	886,485	484,908	0	484,908	542,708	(56,562)	486,146	1,238	0.00%	0	
Council Tax Administration	(189,386)	498	(126,160)	(125,662)	600	(154,235)	(153,635)	(27,973)	0.38%	(721)	
Business Rate Administration	(95,100)	498	(48,048)	(47,550)	600	(93,358)	(92,758)	(45,208)	0.39%	371	
Housing Benefits	(311,281)	7,656,911	(7,819,632)	(162,721)	6,986,186	(7,345,547)	(359,362)	(196,641)	0.46%	1,423	
Anglia Revenues Partnership:	290,718	8,142,815	(7,993,840)	148,975	7,530,094	(7,649,702)	(119,609)	(268,584)	0.37%	1,073	
Corporate Expenditure	861,575	567,461	(78,642)	488,819	767,872	(52,825)	715,047	226,228	2.41%	20,726	Includes £20k Tour of Britain Partnership Contribution paid in July 2017.
Non-Distributed Costs	0	0	0	0	107,802	0	107,802	107,802	0.00%	107,802	This forecast includes the council's share of the Pension Capital Costs payment in respect of ill health retirement contributions (over and above our annual allowance – linked to our current pension contribution rates) under the local government pension scheme rules.
Corporate Expenditure:	861,575	567,461	(78,642)	488,819	875,674	(52,825)	822,849	334,030	14.92%	128,528	
Emergency Planning	19,011	19,011	0	19,011	19,348	0	19,348	337	1.77%	337	
Emergency Planning:	19,011	19,011	0	19,011	19,348	0	19,348	337	1.77%	337	
TOTALS: RESOURCES & PERFORMANCE	(3,488,284)	12,647,204	(20,337,841)	(7,690,637)	12,103,622	(20,378,182)	(8,274,559)	(583,922)	4.09%	142,824	

ASSISTANT DIRECTOR - HUMAN RESOURCES , LEGAL & DEMOCRATIC SERVICES

Cost Centre Description	Full Year Budget £	Expenditure Budget to Date £	Income Budget to Date £	Net Budget to Date £	Expenditure Actual to Date £	Income Actual to Date £	Net Actual to Date £	Over/(Under) Spend to Date £	Year End Forecast Variance %	Year End Forecast Variance £	Year End Variance Notes
Human Resources & Payroll	275,965	175,219	(36,848)	138,371	148,258	(36,683)	111,576	(26,795)	0.81%	2,234	
Human Resources:	275,965	175,219	(36,848)	138,371	148,258	(36,683)	111,576	(26,795)	0.81%	2,234	
Health & Safety	56,163	29,404	(900)	28,504	28,885	(3,107)	25,778	(2,726)	4.74%	(2,664)	
Health & Safety:	56,163	29,404	(900)	28,504	28,885	(3,107)	25,778	(2,726)	4.74%	(2,664)	
Central Training Services	77,009	38,445	(402)	38,043	28,496	(401)	28,095	(9,948)	6.73%	(5,184)	
Learning & Development:	77,009	38,445	(402)	38,043	28,496	(401)	28,095	(9,948)	6.73%	(5,184)	
Legal Services	123,043	144,466	(80,083)	64,383	158,784	(60,117)	98,667	34,284	6.55%	8,054	
Legal Services:	123,043	144,466	(80,083)	64,383	158,784	(60,117)	98,667	34,284	6.55%	8,054	
Democratic Services	109,355	56,668	0	56,668	56,835	0	56,835	167	23.50%	25,698	The forecast overspend includes the council's share of additional costs to be incurred as a result of the General Data Protection Regulation requirements.
Members Allowances & Expenses	211,550	105,997	0	105,997	109,882	0	109,882	3,885	1.14%	2,420	
Mayoralty & Civic Functions	9,713	5,277	0	5,277	3,127	(400)	2,727	(2,550)	40.61%	(3,944)	
Democratic Services:	330,618	167,942	0	167,942	169,844	(400)	169,444	1,502	7.31%	24,174	
Electoral Registration	89,014	46,872	(756)	46,116	79,751	(20,154)	59,596	13,480	16.77%	14,924	
Election Expenses	(3,300)	12,000	0	12,000	12,935	0	12,935	935	0.00%	0	
Elections:	85,714	58,872	(756)	58,116	92,686	(20,154)	72,531	14,415	17.41%	14,924	
TOTALS: HR, LEGAL & DEMOCRATIC	948,512	614,348	(118,989)	495,359	626,953	(120,862)	506,091	10,732	4.38%	41,538	

Detail by Assistant Director

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ASSISTANT DIRECTOR - FAMILIES & COMMUNITIES

Cost Centre Description	Full Year Budget £	Expenditure Budget to Date £	Income Budget to Date £	Net Budget to Date £	Expenditure Actual to Date £	Income Actual to Date £	Net Actual to Date £	Over/(Under) Spend to Date £	Year End Forecast Variance %	Year End Forecast Variance £	Year End Variance Notes
Policy	128,907	68,584	0	68,584	50,088	0	50,088	(18,496)	15.96%	(20,578)	Underspend on Staffing costs arising from timing of recruitments.
Policy:	128,907	68,584	0	68,584	50,088	0	50,088	(18,496)	15.96%	(20,578)	
Communications	74,479	40,688	0	40,688	38,930	0	38,930	(1,758)	1.25%	932	
Website and Intranet	21,475	14,960	0	14,960	10,157	0	10,157	(4,803)	8.89%	(1,909)	
Communications:	95,954	55,648	0	55,648	49,087	0	49,087	(6,561)	1.02%	(977)	
Customer Services	338,543	198,033	0	198,033	218,785	0	218,785	20,752	3.48%	11,791	
Bus Stations	45,638	36,456	(6,618)	29,838	32,627	(1,071)	31,557	1,719	6.20%	2,831	
Customer Services:	384,181	234,489	(6,618)	227,871	251,412	(1,071)	250,342	22,471	3.81%	14,622	
Families & Communities	175,428	105,885	(14,040)	91,845	83,642	(1,464)	82,178	(9,667)	6.06%	(10,633)	Forecast underspend on staffing costs arising from changes to working patterns and staff vacancies.
Community Chest - Families & Communities	89,750	236,286	(146,536)	89,750	196,779	(111,030)	85,748	(4,002)	0.00%	0	
Health, Culture & Arts	10,000	4,998	0	4,998	3,191	0	3,191	(1,807)	0.00%	0	
Community Centres	2,870	2,870	0	2,870	4,220	(1,144)	3,076	206	3.10%	89	
Families & Communities:	278,048	350,039	(160,576)	189,463	287,832	(113,638)	174,193	(15,270)	3.79%	(10,544)	
Housing Options: Choice Based Lettings	54,108	42,345	(3,402)	38,943	141,300	(103,610)	37,690	(1,253)	9.99%	5,408	
Housing Options: Advice & Prevention	124,053	104,854	(7,344)	97,510	109,267	(40,737)	68,530	(28,980)	4.10%	5,090	
Housing Options: Solutions	52,008	23,150	0	23,150	14,842	(440)	14,402	(8,748)	20.38%	(10,600)	Underspend arising from Staffing Vacancies.
Non-HRA Housing Properties	10,875	23,025	(9,828)	13,197	16,724	(4,788)	11,937	(1,260)	11.59%	(1,260)	
Housing Options:	241,044	193,374	(20,574)	172,800	282,133	(149,575)	132,559	(40,241)	0.57%	(1,362)	
TOTALS: FAMILIES & COMMUNITIES	1,128,134	902,134	-187,768	714,366	920,552	-264,284	656,269	-58,097	1.67%	-18,839	

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ASSISTANT DIRECTOR - PLANNING & REGULATORY SERVICES

Cost Centre Description	Full Year Budget £	Expenditure Budget to Date £	Income Budget to Date £	Net Budget to Date £	Expenditure Actual to Date £	Income Actual to Date £	Net Actual to Date £	Over/(Under) Spend to Date £	Year End Forecast Variance %	Year End Forecast Variance £	Year End Variance Notes
Development Control	(253,915)	224,820	(345,252)	(120,432)	193,195	(359,184)	(165,989)	(45,557)	5.59%	(14,193)	Planning Applications income exceeding budget
Development Control:	(253,915)	224,820	(345,252)	(120,432)	193,195	(359,184)	(165,989)	(45,557)	5.59%	(14,193)	
Land Charges	(41,578)	26,495	(55,500)	(29,005)	17,323	(63,990)	(46,667)	(17,662)	66.67%	(27,722)	Land Charges income exceeding budget
Building Control	(31,838)	69,466	(88,446)	(18,980)	65,523	(62,287)	3,236	22,216	149.03%	47,447	Fee income/Energy Assessments currently expected to underachieve by £45k. Budget under review.
Planning & Regulatory Support	172,548	90,122	0	90,122	96,646	0	96,646	6,524	3.17%	5,472	
Business (BC & Support):	99,132	186,083	(143,946)	42,137	179,492	(126,277)	53,215	11,078	25.42%	25,197	
Prevention of Pollution	27,654	18,372	(4,860)	13,512	8,315	(6,318)	1,997	(11,515)	0.02%	(5)	
Environmental Management	(47,975)	16,795	(40,200)	(23,405)	17,131	(18,709)	(1,578)	21,827	68.15%	32,695	Solar for business income currently expected to underachieve by £30k due to lower Capital investment than previously assumed. £10k Provision for Contamination Costs
Drinking Water Quality	23,822	12,691	(168)	12,523	12,692	(3,832)	8,860	(3,663)	21.48%	(5,117)	
Climate Change	21,953	17,405	0	17,405	18,425	0	18,425	1,020	9.62%	2,112	
Solar Farm	(921,000)	184,102	(933,000)	(748,898)	115,802	(862,465)	(746,664)	2,234	0.01%	(59)	
Home Energy Conservation	3,508	3,102	(1,356)	1,746	3,242	0	3,242	1,496	54.79%	1,922	
Environment:	(892,038)	252,467	(979,584)	(727,117)	175,607	(891,324)	(715,718)	11,399	3.54%	31,548	
Licensing	(7,646)	46,853	(47,670)	(817)	50,529	(56,332)	(5,804)	(4,987)	2.26%	(173)	
Hackney Carriage & Private Hire Licensing	(50,895)	1,188	(26,634)	(25,446)	1,436	(32,641)	(31,205)	(5,759)	1.80%	(915)	
Food Safety	64,043	33,677	(1,552)	32,125	26,351	(156)	26,195	(5,930)	8.01%	(5,131)	
Health & Safety at Work Act/Enforcement	47,317	25,067	(1,300)	23,767	24,739	0	24,739	972	1.78%	842	
Business Reg & Licensing:	52,819	106,785	(77,156)	29,629	103,055	(89,129)	13,925	(15,704)	10.18%	(5,377)	
Housing Renewals	77,413	39,683	(96)	39,587	31,042	(100)	30,943	(8,644)	4.71%	(3,649)	
Burial of the Dead	9,142	4,459	(18)	4,441	5,447	186	5,633	1,192	25.91%	2,369	
Other Public Health Services	124,837	66,101	(1,242)	64,859	67,932	(4,181)	63,751	(1,108)	5.32%	(6,644)	
Public Health & Housing:	211,392	110,243	(1,356)	108,887	104,421	(4,095)	100,327	(8,560)	3.75%	(7,924)	
TOTALS: PLANNING	-782,610	880,398	-1,547,294	-666,896	755,770	-1,470,009	-714,240	-47,344	3.74%	29,251	

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ASSISTANT DIRECTOR - OPERATIONS

Cost Centre Description	Full Year Budget £	Expenditure Budget to Date £	Income Budget to Date £	Net Budget to Date £	Expenditure Actual to Date £	Income Actual to Date £	Net Actual to Date £	Over/(Under) Spend to Date £	Year End Forecast Variance %	Year End Forecast Variance £	Year End Variance Notes
Pool Cars	516	516	0	516	513	0	513	(3)	0.58%	(3)	
Vehicle Workshop Trading Account - FHDC	0	0	0	0	2,062	0	2,062	2,062	0.00%	0	
Fleet Management:	516	516	0	516	2,575	0	2,575	2,059	0.58%	(3)	
Depots	(38,230)	51,104	(100,245)	(49,141)	45,702	(95,755)	(50,053)	(912)	2.82%	1,077	
Grounds Maintenance Operatives	0	0	0	0	5,993	197	6,190	6,190	0.00%	6,190	
Waste & Cleansing Operatives	(40,380)	957,531	(1,575,052)	(617,521)	1,017,047	(1,574,680)	(557,633)	59,888	6.11%	2,468	
Markets	71,007	87,652	(13,674)	73,978	87,397	(11,633)	75,764	1,786	2.18%	1,545	
Operational:	(7,603)	1,096,287	(1,688,971)	(592,684)	1,156,139	(1,681,871)	(525,732)	66,952	148.36%	11,280	
Street Cleansing	603,084	523,537	(3,354)	520,183	475,841	5,186	481,027	(39,156)	2.10%	12,690	
Refuse Collection (Black Bin)	421,839	390,721	(5,988)	384,733	395,238	0	395,238	10,505	5.64%	23,782	Staffing costs forecast to be £12k over budget, and Fee income £12k short of budget.
Recycling Collection (Blue Bin)	348,058	391,153	(45,790)	345,363	385,403	(56,112)	329,291	(16,072)	0.03%	109	Includes £55k transfer to the Invest to Save Reserve.
Compostable Collection (Brown Bin)	100,282	381,842	(379,600)	2,242	251,968	(456,975)	(205,007)	(207,249)	92.70%	(92,964)	Includes £50k transfer to the Invest to Save Reserve.
Bulky, Fridges, Metal & Scrap Collection	42,306	50,573	(8,514)	42,059	52,481	(16,569)	35,912	(6,147)	22.99%	(9,728)	
Clinical & Hazardous Waste Collection	4,191	2,586	(510)	2,076	5,614	(233)	5,380	3,304	62.61%	2,624	
Multi-Bank Recycling Sites	(37,153)	14,850	(28,576)	(13,726)	3,516	(23,613)	(20,097)	(6,371)	28.58%	(10,618)	
Trade Waste	(83,881)	237,826	(456,675)	(218,849)	270,273	(469,877)	(199,604)	19,245	21.67%	(18,174)	Income exceeding budgeted levels.
Waste - Business & Commercial	1,398,726	1,993,088	(929,007)	1,064,081	1,840,334	(1,018,193)	822,140	(241,941)	6.60%	(92,279)	
Property Services	327,733	167,141	(1,614)	165,527	166,361	(2,271)	164,090	(1,437)	4.37%	(14,312)	Underspend on Staffing costs.
Property Maintenance:	327,733	167,141	(1,614)	165,527	166,361	(2,271)	164,090	(1,437)	4.37%	(14,312)	
Industrial & Business Units	(602,882)	577,577	(632,300)	(54,723)	565,350	(671,253)	(105,903)	(51,180)	6.89%	(41,561)	Industrial rent income currently forecasted to exceed budget, reflecting better occupancy levels than previously anticipated. Ongoing budget being reviewed
Town Centres & Shops	(876,242)	30,833	(443,703)	(412,870)	38,826	(342,698)	(303,872)	108,998	0.68%	5,970	
Property Management:	(1,479,124)	608,410	(1,076,003)	(467,593)	604,176	(1,013,951)	(409,775)	57,818	2.41%	(35,591)	

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Offices: College Heath Road	(138,780)	168,015	(330,457)	(162,442)	165,637	(348,379)	(182,743)	(20,301)	3.61%	5,016	
Offices: Brandon & Newmarket Guineas	(19,200)	11,802	(34,287)	(22,485)	28,576	(34,287)	(5,711)	16,774	70.43%	13,523	
Public Conveniences	52,039	39,018	(5,202)	33,816	50,275	(2,353)	47,922	14,106	21.86%	11,374	
CCTV	89,752	67,067	0	67,067	27,587	0	27,587	(39,480)	1.09%	(980)	
District Highways Services	(7,880)	12,924	(360)	12,564	10,000	(2,120)	7,880	(4,684)	73.86%	(5,820)	
Land Drainage & Associated Works	74,500	37,250	0	37,250	78,919	0	78,919	41,669	5.93%	4,419	
Facilities, CCTV & Highways Services:	50,431	336,076	(370,306)	(34,230)	360,994	(387,139)	(26,146)	8,084	54.59%	27,532	
Courier & Postal Service	58,929	30,690	0	30,690	900	8,514	9,414	(21,276)	22.31%	(13,146)	
Printing & Copying Service	46,103	28,547	(2,988)	25,559	11,372	667	12,039	(13,520)	33.74%	(15,556)	Staffing costs underspent. Budget under review.
Central Services:	105,032	59,237	(2,988)	56,249	12,272	9,181	21,453	(34,796)	27.33%	(28,702)	
Off Street Car Parks	(369,192)	209,367	(299,020)	(89,653)	238,186	(331,520)	(93,335)	(3,682)	4.81%	(17,772)	Income levels currently forecast to exceed the budget.
Car Parking:	(369,192)	209,367	(299,020)	(89,653)	238,186	(331,520)	(93,335)	(3,682)	4.81%	(17,772)	
Arboriculture (Tree Maintenance Works)	97,827	29,244	0	29,244	22,722	0	22,722	(6,522)	3.61%	(3,535)	
Other Parks and Play Provision	259,098	155,825	(5,730)	150,095	194,447	(50,433)	144,013	(6,082)	5.31%	(13,754)	
Children's Play Areas	60,639	42,938	0	42,938	36,418	(6,065)	30,353	(12,585)	6.91%	(4,188)	
Cemeteries & Closed Churchyards	0	0	0	0	9,475	(25,464)	(15,989)	(15,989)	0.00%	0	
Allotments	0	0	0	0	0	(214)	(214)	(214)	0.00%	(214)	
Parks & Open Spaces	417,564	228,007	(5,730)	222,277	263,062	(82,176)	180,885	(41,392)	5.19%	(21,691)	
Sports & Leisure Centres	484,512	433,198	(49,950)	383,248	304,052	(6,875)	297,177	(86,071)	1.04%	5,027	
Leisure & Sports	22,000	15,915	0	15,915	8,445	0	8,445	(7,470)	0.00%	0	
Sports & Leisure Development	506,512	449,113	(49,950)	399,163	312,497	(6,875)	305,622	(93,541)	0.99%	5,027	
Arts, Heritage & Cultural Services	10,333	7,252	(498)	6,754	6,358	(82)	6,276	(478)	9.38%	(969)	
Heritage	10,333	7,252	(498)	6,754	6,358	(82)	6,276	(478)	9.38%	(969)	
Shopmobility	8,340	6,668	0	6,668	5,000	0	5,000	(1,668)	18.47%	(1,540)	
The Pavilion - Lady Wolverton Playingfield	(7,870)	6,980	(8,250)	(1,270)	5,874	(7,544)	(1,670)	(400)	10.17%	(800)	
Palace House and Stables	0	0	0	0	15,670	0	15,670	15,670	0.00%	0	
Halls & Events	470	13,648	(8,250)	5,398	26,544	(7,544)	19,000	13,602	497.87%	(2,340)	
TOTALS: OPERATIONS	961,398	5,168,142	(4,432,337)	735,805	4,989,498	(4,522,441)	467,053	(268,752)	17.66%	(169,820)	

ASSISTANT DIRECTOR - GROWTH

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Housing Development & Strategy	71,205	43,262	(7,176)	36,086	35,368	(2,216)	33,151	(2,935)	5.33%	(3,795)	
Gypsies & Travellers	13,642	6,709	(18)	6,691	9,643	(17)	9,627	2,936	3.53%	482	
Housing Development & Strategy:	84,847	49,971	(7,194)	42,777	45,011	(2,233)	42,778	1	3.90%	(3,313)	
Strategic Property	41,405	21,204	(498)	20,706	14,784	0	14,784	(5,922)	2.12%	(879)	
Strategic Property	41,405	21,204	(498)	20,706	14,784	0	14,784	(5,922)	2.12%	(879)	
Housing Business & Partnerships	27,598	14,016	(222)	13,794	22,275	(7,318)	14,957	1,163	21.88%	6,038	
Housing Business & Partnerships:	27,598	14,016	(222)	13,794	22,275	(7,318)	14,957	1,163	21.88%	6,038	
Planning Policy	368,117	250,057	(10,308)	239,749	242,370	(34,680)	207,690	(32,059)	6.20%	(22,810)	Expected underspend due to vacancies in the team
Local Plan	6,600	144,546	(141,246)	3,300	164,501	(160,191)	4,310	1,010	34.70%	(2,290)	
Place Shaping:	374,717	394,603	(151,554)	243,049	406,871	(194,871)	212,000	(31,049)	6.70%	(25,100)	
Economic Development & Growth	175,324	111,679	(16,146)	95,533	218,797	(110,896)	107,901	12,368	0.65%	(1,146)	
Strategic Tourism & Markets	29,853	20,666	0	20,666	17,697	0	17,697	(2,969)	0.48%	143	
Vibrant Town Centres	14,680	7,338	0	7,338	(341)	0	(341)	(7,679)	4.74%	(696)	
Economic Development & Growth:	219,857	139,683	(16,146)	123,537	236,153	(110,896)	125,257	1,720	0.77%	(1,699)	
TOTALS: GROWTH:	748,424	619,477	-175,614	443,863	725,094	-315,318	409,776	-34,087	3.33%	-24,953	