

Detail by Assistant Director

2017/18 March - Year End Revenue Outturn Budget Monitoring Report

ASSISTANT DIRECTOR - RESOURCES & PERFORMANCE

Cost Centre Description	Expenditure Budget for Year £	Income Budget for Year £	Net Budget for Year £	Expenditure Actual for Year £	Income Actual for Year £	Net Actual for Year £	Over/(Under) Spend for Year £	Year End Variance Notes
Resources & Performance	691,430	(1,300)	690,130	698,737	(19,100)	679,637	(10,493)	
General Fund Adjustments	4,923,216	(15,603,577)	(10,680,360)	5,278,827	(15,959,188)	(10,680,360)	0	
Resources & Performance:	5,614,646	(15,604,877)	(9,990,230)	5,977,564	-15,978,288	-10,000,723	-10,493	
Internal Audit	130,012	(8,775)	121,237	133,400	(8,675)	124,725	3,488	
Internal Audit:	130,012	(8,775)	121,237	133,400	-8,675	124,725	3,488	
ICT	1,148,333	(297,567)	850,766	1,388,629	(538,691)	849,938	(828)	
ICT:	1,148,333	(297,567)	850,766	1,388,629	-538,691	849,938	-828	
Anglia Revenues Partnership	1,385,524	(18,205)	1,367,319	1,396,278	(111,214)	1,285,063	(82,256)	Distribution of year end surplus to the Anglia Revenues Partners as agreed by ARP Joint Committee.
Council Tax Administration	0	(240,388)	(240,388)	507	(296,852)	(296,345)	(55,957)	Income from recovering court costs higher than anticipated along with additional Grant income.
Business Rate Administration	0	(166,907)	(166,907)	482	(164,735)	(164,253)	2,654	
Housing Benefits	28,761,425	(29,102,042)	(340,617)	26,849,789	(27,192,482)	(342,693)	(2,076)	
Anglia Revenues Partnership:	30,146,949	(29,527,542)	619,407	28,247,056	-27,765,283	481,772	-137,635	
Corporate Expenditure	998,459	(148,283)	850,175	1,259,416	(383,299)	876,117	25,942	Under achievement of credit card surcharge income due to change in rules (£13k), expenditure on single council over approved £10k funding from Invest to Save reserve (£8k), staff advertising costs unbudgeted (£8k), higher than budgeted bank charges (£9k), offset by year end reduction in the council's bad debt provision (£9k) and other miscellaneous minor budget variances.
Non-Distributed Costs	146,000	(4,021)	141,979	721,301	(3,631)	717,670	575,691	This 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.
Non-Distributed Costs - Cost of Unused Assets	47,070	(4,000)	43,070	47,070	(4,000)	43,070	0	
Corporate Expenditure:	1,191,529	(156,304)	1,035,224	2,027,787	-390,930	1,636,857	601,633	
Emergency Planning	30,137	0	30,137	30,700	0	30,700	563	
Emergency Planning:	30,137	0	30,137	30,700	0	30,700	563	
TOTALS: RESOURCES & PERFORMANCE	38,261,606	(45,595,065)	(7,333,459)	37,805,136	-44,681,867	-6,876,731	456,728	

Detail by Assistant Director

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ASSISTANT DIRECTOR - HUMAN RESOURCES , LEGAL & DEMOCRATIC SERVICES

Cost Centre Description	Expenditure Budget for Year £	Income Budget for Year £	Net Budget for Year £	Expenditure Actual for Year £	Income Actual for Year £	Net Actual for Year £	Over/(Under) Spend for Year £	Year End Variance Notes
Human Resources & Payroll	595,044	(131,058)	463,986	548,254	(133,699)	414,554	(49,432)	Under-utilisation of central agency allocation.
Human Resources:	595,044	(131,058)	463,986	548,254	-133,699	414,554	-49,432	
Health & Safety	107,671	(6,150)	101,521	113,066	(10,000)	103,066	1,545	
Health & Safety:	107,671	(6,150)	101,521	113,066	-10,000	103,066	1,545	
Central Training Services	164,409	0	164,409	157,740	(15,937)	141,803	(22,606)	Training spend lower than budgeted along with a vacancy in the team.
Learning & Development:	164,409	0	164,409	157,740	-15,937	141,803	-22,606	
Legal Services	544,926	(251,148)	293,778	580,420	(290,788)	289,632	(4,146)	
Legal Services:	544,926	(251,148)	293,778	580,420	-290,788	289,632	-4,146	
Democratic Services	193,957	0	193,957	246,898	0	246,898	52,941	The 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	348,915	0	348,915	356,747	0	356,747	7,832	
Mayoralty & Civic Functions	101,293	(4,100)	97,193	89,918	(3,865)	86,053	(11,140)	
Democratic Services:	644,165	(4,100)	640,065	693,563	-3,865	689,698	49,633	
Electoral Registration	165,294	(2,195)	163,099	229,645	(47,178)	182,466	19,367	Overspend due to additional elections.
Election Expenses	32,000	0	32,000	32,000	0	32,000	0	
Elections:	197,294	(2,195)	195,099	261,645	-47,178	214,466	19,367	
TOTALS: HR & DEMOCRATIC SERVICES	2,253,509	(394,651)	1,858,858	2,354,688	-501,467	1,853,219	-5,639	

Detail by Assistant Director

2017/18 March - Year End Revenue Outturn Budget Monitoring Report

ASSISTANT DIRECTOR - FAMILIES & COMMUNITIES

Cost Centre Description	Expenditure Budget for Year £	Income Budget for Year £	Net Budget for Year £	Expenditure Actual for Year £	Income Actual for Year £	Net Actual for Year £	Over/(Under) Spend for Year £	Year End Variance Notes
Policy	205,318	0	205,318	218,882	(49,368)	169,514	(35,804)	The staff saving represents a combination of a vacancy in the projects team which will be filled in 2018/19, once the wider review of resourcing is complete and a secondment of a part time member of staff to fill a full time post.
Policy:	205,318	0	205,318	218,882	-49,368	169,514	-35,804	
Communications	124,167	0	124,167	128,732	0	128,732	4,565	
Website and Intranet	36,565	0	36,565	33,989	0	33,989	(2,576)	
Communications:	160,732	0	160,732	162,721	0	162,721	1,989	
Customer Services	535,727	0	535,727	570,831	0	570,831	35,104	Overspend mainly relates to additional staffing costs.
Customer Services:	535,727	0	535,727	570,831	0	570,831	35,104	
Families & Communities	301,766	0	301,766	297,075	(8,835)	288,240	(13,526)	
Community Chest - Families & Communities	459,135	(242,652)	216,483	382,517	(166,034)	216,483	0	
Lifelink Project	0	0	0	135,268	(135,268)	0	0	
Community Centres	43,979	(5,000)	38,979	54,782	(10,534)	44,248	5,269	
Families & Communities:	804,880	(247,652)	557,228	869,642	-320,671	548,971	-8,257	
Housing Options: Choice Based Lettings	132,485	(68,118)	64,367	338,293	(282,680)	55,612	(8,755)	
Housing Options: Advice & Prevention	300,977	(54,310)	246,667	672,312	(384,042)	288,269	41,602	Overspend mainly relates to additional accommodation and homelessness prevention costs.
Housing Options: Solutions	156,488	(95,084)	61,404	134,011	(63,947)	70,064	8,660	
Housing Options: Severe Weather Emergency Provision (SWEPP)	0	0	0	53,441	0	53,441	53,441	Cost of running homeless shelter during Winter.
Housing Options:	589,950	(217,512)	372,438	1,198,057	-730,669	467,386	94,948	
TOTALS: FAMILIES & COMMUNITIES	2,296,607	-465,164	1,831,443	3,020,133	-1,100,708	1,919,423	87,980	

Detail by Assistant Director

2017/18 March - Year End Revenue Outturn Budget Monitoring Report

ASSISTANT DIRECTOR - PLANNING & REGULATORY SERVICES

Cost Centre Description	Expenditure Budget for Year £	Income Budget for Year £	Net Budget for Year £	Expenditure Actual for Year £	Income Actual for Year £	Net Actual for Year £	Over/(Under) Spend for Year £	Year End Variance Notes
Development Control	768,951	(868,203)	(99,252)	795,445	(962,203)	(166,758)	(67,506)	Major Planning Applications & Pre-application Fees exceeded income budgets
Development Control:	768,951	(868,203)	(99,252)	795,445	(962,203)	(166,758)	(67,506)	
Land Charges	71,120	(182,650)	(111,530)	72,718	(211,495)	(138,776)	(27,246)	Income exceeded budget.
Building Control	245,357	(252,453)	(7,096)	236,739	(202,025)	34,713	41,809	Fee income underachieved by £50k. Budget reviewed for 2018/19.
Planning & Regulatory Support	331,521	0	331,521	344,388	0	344,388	12,867	
Business (BC & Support):	647,998	(435,103)	212,895	653,845	(413,520)	240,325	27,430	
Prevention of Pollution	73,644	(19,281)	54,363	49,570	(13,576)	35,994	(18,369)	
Environmental Management	57,715	(93,451)	(35,736)	80,096	(87,467)	(7,372)	28,364	Solar for business income underachieved by £29k due to lower Capital investment than previously assumed as well as poorer weather conditions.
Drinking Water Quality	45,845	(9,691)	36,154	40,685	(15,293)	25,392	(10,762)	
Climate Change	32,026	0	32,026	48,688	(10,497)	38,191	6,165	
Home Energy Conservation	4,850	0	4,850	1,296	0	1,296	(3,554)	
Environment:	214,080	(122,423)	91,657	220,335	(126,833)	93,501	1,844	
Licensing	164,016	(170,506)	(6,490)	182,974	(153,902)	29,072	35,562	Income down on budget by £15k . Remainder offsets with other Business Reg & Licencing in relation to carry forward request for licencing software.
Hackney Carriage & Private Hire Licensing	35,920	(100,286)	(64,366)	34,540	(89,198)	(54,657)	9,709	
Food Safety	112,892	(26,500)	86,392	110,289	(25,896)	84,393	(1,999)	
Health & Safety at Work Act/Enforcement	98,414	(6,500)	91,914	93,079	(6,500)	86,579	(5,335)	
Business Reg & Licensing:	411,242	(303,792)	107,450	420,882	(275,496)	145,387	37,937	
Housing Renewals	134,445	(625)	133,820	122,150	(416)	121,734	(12,086)	
Burial of the Dead	17,389	(98)	17,291	17,948	(848)	17,100	(191)	
Other Public Health Services	220,357	(5,109)	215,248	204,755	(3,614)	201,141	(14,107)	
Public Health & Housing:	372,191	(5,832)	366,359	344,853	(4,878)	339,975	(26,384)	
TOTALS: PLANNING & GROWTH	2,414,462	(1,735,353)	679,109	2,435,360	(1,782,930)	652,430	(26,679)	

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2017/18 March - Year End Revenue Outturn Budget Monitoring Report

ASSISTANT DIRECTOR - OPERATIONS

Cost Centre Description	Expenditure Budget for Year £	Income Budget for Year £	Net Budget for Year £	Expenditure Actual for Year £	Income Actual for Year £	Net Actual for Year £	Over/(Under) Spend for Year £	Year End Variance Notes
Vehicle Workshop	592,146	(653,822)	(61,676)	656,086	(724,637)	(68,551)	(6,875)	
Pool Cars	35,132	(15,000)	20,132	32,273	(12,141)	20,132	0	
Vehicle Workshop Trading Account - FHDC	418,400	(408,140)	10,260	439,520	(429,260)	10,260	0	
Fleet Management:	1,045,678	(1,076,962)	(31,284)	1,127,879	-1,166,038	-38,159	-6,875	
Depots	522,678	(681,718)	(159,040)	431,998	(595,270)	(163,272)	(4,232)	
Grounds Maintenance Operatives	1,279,511	(1,437,355)	(157,844)	1,451,149	(1,673,733)	(222,585)	(64,741)	Income greater than expected due to additional contractual arrangements.
Tree Maintenance Operatives	153,956	(153,555)	401	193,626	(184,115)	9,511	9,110	
Waste & Cleansing Operatives	4,599,953	(5,003,494)	(403,541)	4,652,837	(5,052,815)	(399,978)	3,563	
Markets	314,598	(381,772)	(67,174)	322,750	(388,626)	(65,876)	1,298	
Operational:	6,870,696	(7,657,894)	(787,198)	7,052,360	-7,894,559	-842,200	-55,002	
Street Cleansing	1,561,359	(81,075)	1,480,284	1,597,376	(101,159)	1,496,218	15,934	
Refuse Collection (Black Bin)	1,202,068	(31,886)	1,170,182	1,252,225	(71,595)	1,180,630	10,448	
Recycling Collection (Blue Bin)	1,056,826	(250,410)	806,416	1,183,534	(377,310)	806,223	(193)	Income from recycling exceeded budget. £86k transferred to the Invest to Save Reserve.
Compostable Collection (Brown Bin)	1,246,296	(973,500)	272,796	1,206,586	(1,125,270)	81,316	(191,480)	Position includes £90k transfer to the Invest to Save Reserve.
Bulky, Fridges, Metal & Scrap Collection	162,417	(32,650)	129,767	160,043	(41,780)	118,263	(11,504)	
Clinical & Hazardous Waste Collection	22,194	(7,290)	14,904	20,690	(6,245)	14,446	(458)	
Multi-Bank Recycling Sites	97,773	(109,621)	(11,848)	73,932	(121,464)	(47,532)	(35,684)	The positive variance is as a result of an increase in the Recycling Performance Payment income received from SCC combined with a slight reduction in the service charges from the contractors used. The figures are currently estimated as the complete year's data has not been received and validated.
Trade Waste	1,272,959	(1,498,116)	(225,157)	1,523,218	(1,850,931)	(327,713)	(102,556)	income exceeded budget levels
Waste - Business & Commercial	6,621,892	(2,984,548)	3,637,344	7,017,604	-3,695,754	3,321,851	-315,493	
Non-HRA Housing Properties	997	0	997	15,788	(14,581)	1,207	210	
Property Services	567,860	(58,162)	509,698	540,598	(7,617)	532,981	23,283	
Property Maintenance:	568,857	(58,162)	510,695	556,386	-22,198	534,188	23,493	

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ASSISTANT DIRECTOR - OPERATIONS (CONTINUED)

Cost Centre Description	Expenditure Budget for Year £	Income Budget for Year £	Net Budget for Year £	Expenditure Actual for Year £	Income Actual for Year £	Net Actual for Year £	Over/(Under) Spend for Year £	Year End Variance Notes
Industrial & Business Units	303,767	(1,731,163)	(1,427,396)	463,804	(2,027,057)	(1,563,253)	(135,857)	Industrial rent income exceeded budget reflecting better occupancy levels than previously anticipated. Ongoing budget being reviewed.
Town Centres & Shops	303,248	(1,090,430)	(787,182)	91,090	(891,791)	(800,701)	(13,519)	
Property Management:	607,015	(2,821,593)	(2,214,578)	554,894	-2,918,848	-2,363,954	-149,376	
Offices: West Suffolk House	924,708	(1,072,683)	(147,975)	1,077,633	(1,226,953)	(149,320)	(1,345)	
Offices: Haverhill House	238,429	(285,379)	(46,950)	142,668	(149,201)	(6,533)	40,417	Overspend on budget due to reduced contribution from SCC as running costs lower than expected. Balance previously reserve funded, but not required due to overall surplus position. Costs to be reviewed on an ongoing basis.
Offices: College Heath Road	0	0	0	30	(660)	(630)	(630)	
Public Conveniences	162,147	(32,000)	130,147	155,836	(28,371)	127,466	(2,681)	
CCTV	394,241	(213,986)	180,255	387,545	(197,910)	189,636	9,381	
Green Travel Plan	49,466	(60,065)	(10,599)	54,838	(73,866)	(19,028)	(8,429)	
Street Banners & Displays	6,963	(6,547)	416	7,184	(5,159)	2,025	1,609	
District Highways Services	474,207	(54,261)	419,946	461,028	(57,562)	403,466	(16,480)	
Street Furniture	48,666	(168)	48,498	72,762	(7,107)	65,655	17,157	
Land Drainage & Associated Works	8,500	(1,021)	7,479	3,942	(3,346)	596	(6,883)	
Bus Stations	137,437	(62,152)	75,285	94,349	(5,187)	89,162	13,877	
Facilities, CCTV & Highways Services:	2,444,764	(1,788,262)	656,502	2,457,815	-1,755,322	702,495	45,993	
Courier & Postal Service	244,410	(130,000)	114,410	237,505	(111,022)	126,483	12,073	
Printing & Copying Service	63,820	(39,910)	23,910	65,889	(35,487)	30,402	6,492	
Central Services:	308,230	(169,910)	138,320	303,394	-146,509	156,885	18,565	
Off Street Car Parks	1,573,768	(4,682,729)	(3,108,961)	1,736,582	(4,884,387)	(3,147,805)	(38,844)	Car Parking income levels exceeded the budgeted levels.
On Street Car Parking	804,011	(930,000)	(125,989)	639,885	(765,874)	(125,989)	0	
Car Parking:	2,377,779	(5,612,729)	(3,234,950)	2,376,467	-5,650,261	-3,273,794	-38,844	

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ASSISTANT DIRECTOR - OPERATIONS (CONTINUED)

Cost Centre Description	Expenditure Budget for Year £	Income Budget for Year £	Net Budget for Year £	Expenditure Actual for Year £	Income Actual for Year £	Net Actual for Year £	Over/(Under) Spend for Year £	Year End Variance Notes
Arboriculture (Tree Maintenance Works)	192,741	(25,010)	167,731	192,061	(24,953)	167,107	(624)	
Other Parks and Play Provision	747,673	(261,060)	486,613	855,507	(360,792)	494,715	8,102	
Abbey Gardens	350,200	(77,317)	272,883	355,578	(88,701)	266,878	(6,005)	
Nowton Park	201,806	(120,585)	81,221	231,177	(161,295)	69,882	(11,339)	
East Town Park	109,640	(14,360)	95,280	117,928	(29,699)	88,229	(7,051)	
Clare Country Park	27,805	(23,782)	4,023	28,552	(23,567)	4,985	962	
Children's Play Areas	109,704	(6,808)	102,896	124,151	(7,401)	116,750	13,854	
Cemeteries & Closed Churchyards	393,760	(127,800)	265,960	438,905	(166,146)	272,758	6,798	
Allotments	700	(730)	(30)	700	(1,621)	(921)	(891)	
Parks & Open Spaces:	2,134,029	(657,452)	1,476,577	2,344,559	-864,175	1,480,383	3,806	
Sports & Leisure Centres	540,670	(101,550)	439,120	546,180	(113,218)	432,963	(6,157)	
Leisure & Sports	39,070	0	39,070	37,051	0	37,051	(2,019)	
Sports & Leisure Development	579,740	(101,550)	478,190	583,231	-113,218	470,014	-8,176	
Arts, Heritage & Cultural Services	91,050	(3,050)	88,000	96,210	(16,385)	79,825	(8,175)	
Moyses's Hall Museum	319,626	(74,600)	245,026	326,170	(76,643)	249,527	4,501	
West Stow Country Park	399,214	(267,800)	131,414	437,443	(316,734)	120,709	(10,705)	
West Stow ASVT Operating Account	1,000	(1,000)	0	0	0	0	0	
Heritage Outreach Services	3,500	0	3,500	0	0	0	(3,500)	
Heritage Sites & Monuments	18,563	(13,000)	5,563	10,382	(4,829)	5,553	(10)	
West Front Houses	87,580	(36,800)	50,780	58,230	(9,313)	48,917	(1,863)	
Heritage	920,533	(396,250)	524,283	928,435	-423,904	504,531	-19,752	
Leisure Promotion	151,076	0	151,076	154,527	(705)	153,822	2,746	
The Apex	1,876,883	(1,419,450)	457,433	2,107,347	(1,710,112)	397,236	(60,197)	Ticket sales for the programme have exceeded expectations.
The Athenaeum	151,837	(106,850)	44,987	132,282	(102,161)	30,121	(14,866)	
The Guildhall, Bury St Edmunds	53,706	(23,900)	29,806	50,529	(2,786)	47,743	17,937	
Tourist Information Centres	101,846	(11,880)	89,966	92,455	(12,982)	79,473	(10,493)	
Shopmobility	41,971	(8,150)	33,821	31,705	(1,900)	29,805	(4,016)	
Bury Festival	155,040	(103,127)	51,913	138,079	(102,983)	35,097	(16,816)	
Halls & Events	2,532,359	(1,673,357)	859,002	2,706,924	-1,933,629	773,297	-85,705	
TOTALS: OPERATIONS	27,011,572	(24,998,669)	2,012,903	28,009,948	-26,584,415	1,425,537	-587,366	

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ASSISTANT DIRECTOR - GROWTH

Cost Centre Description	Expenditure Budget for Year £	Income Budget for Year £	Net Budget for Year £	Expenditure Actual for Year £	Income Actual for Year £	Net Actual for Year £	Over/(Under) Spend for Year £	Year End Variance Notes
Housing Development & Strategy	111,680	(6,000)	105,680	165,179	(40,496)	124,683	19,003	
Gypsies & Travellers	24,800	(98)	24,702	24,114	(68)	24,046	(656)	
Housing Development & Strategy:	136,480	(6,098)	130,382	189,293	-40,564	148,729	18,347	
Strategic Property	128,542	0	128,542	109,694	0	109,694	(18,848)	
Strategic Property	128,542	0	128,542	109,694	0	109,694	-18,848	
Housing Business & Partnerships	50,556	(32,000)	18,556	67,370	(25,666)	41,704	23,148	
Housing Business & Partnerships:	50,556	(32,000)	18,556	67,370	-25,666	41,704	23,148	
Planning Policy	591,559	(1,850)	589,709	578,260	(4,693)	573,566	(16,143)	
Local Plan	30,000	(30,000)	0	15,160	(10,850)	4,310	4,310	
Place Shaping:	621,559	(31,850)	589,709	593,420	-15,543	577,876	-11,833	
Economic Development & Growth	1,132,387	(767,818)	364,569	560,922	(202,846)	358,076	(6,493)	
Strategic Tourism & Markets	35,258	(5,640)	29,618	41,827	(9,941)	31,887	2,269	
Bury Christmas Fayre	137,275	(146,969)	(9,694)	202,372	(212,524)	(10,152)	(458)	
Park & Ride	0	0	0	25,182	(20,197)	4,985	4,985	
Vibrant Town Centres	0	0	0	1,613	0	1,613	1,613	
Economic Development & Growth:	1,304,920	(920,427)	384,493	831,916	-445,508	386,409	1,916	
TOTALS: GROWTH:	2,242,057	-990,375	1,251,682	1,791,693	-527,281	1,264,412	12,730	