

Detail by Assistant Director

2018/19 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 £	Forecast Variance Notes (numbers in brackets are underspends or increased income)
Resources & Performance	419,467	242,747	(21,126)	221,621	225,398	(5,789)	219,609	(2,012)	0.48%	(2,029)	
General Fund Adjustments	(5,685,210)	2,709,411	(8,771,512)	(6,062,101)	1,962,133	(16,419,335)	(14,457,202)	(8,395,101)	0.00%	0	
Resources & Performance:	(5,265,743)	2,952,158	(8,792,638)	(5,840,480)	2,187,531	(16,425,124)	(14,237,593)	(8,397,113)		(2,029)	
Internal Audit	70,740	40,316	(3,676)	36,640	39,468	0	39,468	2,828	1.28%	903	
Internal Audit:	70,740	40,316	(3,676)	36,640	39,468	0	39,468	2,828		903	
ICT	499,355	418,045	(194,819)	223,226	350,836	(104,115)	246,720	23,494	0.32%	(1,616)	
ICT:	499,355	418,045	(194,819)	223,226	350,836	(104,115)	246,720	23,494		(1,616)	
Anglia Revenues Partnership	854,094	510,483	(5,748)	504,735	543,085	(53,836)	489,249	(15,486)	0.00%	0	
Council Tax Administration	(188,737)	498	(124,226)	(123,728)	621	(157,496)	(156,875)	(33,147)	1.91%	(3,606)	
Business Rate Administration	(95,222)	498	(48,114)	(47,616)	621	(93,384)	(92,763)	(45,147)	0.01%	(8)	
Housing Benefits	(247,500)	7,348,942	(7,472,688)	(123,746)	6,940,743	(6,036,083)	904,660	1,028,406	0.00%	0	
Anglia Revenues Partnership:	322,635	7,860,421	(7,650,776)	209,645	7,485,070	(6,340,799)	1,144,271	934,626		(3,614)	
Corporate Expenditure	1,050,355	710,247	(64,032)	646,215	534,612	182	534,794	(111,421)	0.13%	(1,339)	
Non-Distributed Costs	0	0	0	0	0	(73)	(73)	(73)	0.00%	(73)	
Corporate Expenditure:	1,050,355	710,247	(64,032)	646,215	534,612	109	534,721	(111,494)		(1,412)	
Emergency Planning	19,465	19,465	0	19,465	19,802	0	19,802	337	1.73%	337	
Emergency Planning:	19,465	19,465	0	19,465	19,802	0	19,802	337		337	
TOTALS: RESOURCES & PERFORMANCE	(3,303,193)	12,000,652	(16,705,941)	(4,705,289)	10,617,319	(22,869,929)	(12,252,611)	(7,547,322)		(7,431)	

Detail by Assistant Director

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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 £	Forecast Variance Notes (numbers in brackets are underspends or increased income)
Human Resources & Payroll	326,785	197,368	(42,696)	154,672	164,116	(40,101)	124,015	(30,657)	9.63%	(31,465)	Corporate Agency Budget unlikely to be spent in full
Human Resources:	326,785	197,368	(42,696)	154,672	164,116	(40,101)	124,015	(30,657)		(31,465)	
Health & Safety	55,748	31,677	(2,670)	29,007	30,187	(378)	29,809	802	0.56%	312	
Health & Safety:	55,748	31,677	(2,670)	29,007	30,187	(378)	29,809	802		312	
Central Training Services	81,070	69,252	(28,716)	40,536	30,764	(986)	29,778	(10,758)	22.52%	(18,260)	Staffing and training costs likely to be underspent
Learning & Development:	81,070	69,252	(28,716)	40,536	30,764	(986)	29,778	(10,758)		(18,260)	
Legal Services	124,568	166,150	(100,848)	65,302	130,711	(58,688)	72,023	6,721	13.40%	(16,690)	Underspend on Staffing Costs, mainly arising from vacant posts and additional BMS income
Legal Services:	124,568	166,150	(100,848)	65,302	130,711	(58,688)	72,023	6,721		(16,690)	
Democratic Services	116,085	74,999	(13,002)	61,997	71,248	(10,965)	60,283	(1,714)	0.29%	(331)	
Members Allowances & Expenses	219,673	110,089	0	110,089	113,468	0	113,468	3,379	1.54%	3,379	
Mayoralty & Civic Functions	9,839	8,403	0	8,403	6,925	(613)	6,312	(2,091)	21.25%	(2,091)	
Democratic Services:	345,597	193,491	(13,002)	180,489	191,641	(11,578)	180,063	(426)		957	
Electoral Registration	90,604	54,144	(6,870)	47,274	57,888	(7,721)	50,168	2,894	13.82%	12,517	Additional costs expected on Postage & Staffing
Election Expenses	12,259	12,259	0	12,259	12,898	0	12,898	639	5.21%	639	
Elections:	102,863	66,403	(6,870)	59,533	70,786	(7,721)	63,066	3,533		13,156	
TOTALS: HR, LEGAL & DEMOCRATIC	1,036,631	724,341	(194,802)	529,539	618,205	(119,452)	498,754	(30,785)		(51,990)	

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 £	Forecast Variance Notes (numbers in brackets are underspends or increased income)
Policy	124,498	82,847	(16,476)	66,371	94,561	(36,768)	57,793	(8,578)	8.19%	(10,200)	
Policy:	124,498	82,847	(16,476)	66,371	94,561	(36,768)	57,793	(8,578)		(10,200)	
Communications	81,824	56,513	(11,040)	45,473	43,178	(1,061)	42,117	(3,356)	2.65%	2,169	
Website and Intranet	22,457	15,580	0	15,580	8,102	0	8,102	(7,478)	0.28%	63	
Communications:	104,281	72,093	(11,040)	61,053	51,280	(1,061)	50,219	(10,834)		2,232	
Customer Services	374,526	230,039	0	230,039	222,772	0	222,772	(7,267)	2.33%	(8,713)	
Bus Stations	48,624	36,731	(5,100)	31,631	31,899	(2,989)	28,910	(2,721)	4.35%	(2,113)	
Customer Services:	423,150	266,770	(5,100)	261,670	254,671	(2,989)	251,682	(9,988)		(10,826)	
Families & Communities	185,080	123,844	(24,090)	99,754	101,289	(7,442)	93,847	(5,907)	3.06%	5,656	
Community Chest - Families & Communities	90,250	240,917	(150,667)	90,250	210,025	(110,680)	99,345	9,095	0.00%	0	
Health, Culture & Arts	5,000	2,502	0	2,502	2,761	0	2,761	259	0.00%	0	
Community Centres	3,048	3,048	0	3,048	3,851	(900)	2,951	(97)	3.18%	(97)	
Families & Communities:	283,378	370,311	(174,757)	195,554	317,926	(119,022)	198,904	3,350		5,559	
Housing Options: Choice Based Lettings	45,072	47,496	(3,468)	44,028	52,769	(74)	52,694	8,666	10.87%	(4,899)	
Housing Options: Advice & Prevention	151,783	247,102	(138,430)	108,672	308,560	(200,899)	107,661	(1,011)	2.52%	(3,823)	
Housing Options: Solutions	58,406	31,153	0	31,153	48,287	0	48,287	17,134	5.40%	3,152	
Housing Options:	255,261	325,751	(141,898)	183,853	409,616	(200,973)	208,642	24,789		(5,570)	
TOTALS: FAMILIES & COMMUNITIES	1,190,568	1,117,772	(349,271)	768,501	1,128,054	(360,813)	767,240	(1,261)		(18,805)	

Detail by Assistant Director

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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 £	Forecast Variance Notes (numbers in brackets are underspends or increased income)
Development Control	(228,479)	279,446	(380,118)	(100,672)	202,298	(256,558)	(54,260)	46,412	40.67%	92,911	Planning Fee income currently predicted to be significantly lower than budget, partly offset by underspends in Staffing costs.
Development Control:	(228,479)	279,446	(380,118)	(100,672)	202,298	(256,558)	(54,260)	46,412		92,911	
Land Charges	(51,483)	24,382	(47,828)	(23,446)	17,177	(51,407)	(34,230)	(10,784)	4.41%	(2,272)	
Building Control	19,522	71,530	(58,404)	13,126	69,744	(70,513)	(768)	(13,894)	50.22%	9,803	Additional Post approved offset by higher than anticipated income
Planning & Regulatory Support	188,194	100,867	0	100,867	105,903	0	105,903	5,036	3.15%	5,934	
Business (BC & Support):	156,233	196,779	(106,232)	90,547	192,824	(121,920)	70,905	(19,642)		13,465	
Prevention of Pollution	25,164	15,744	(3,156)	12,588	10,409	(1,650)	8,759	(3,829)	18.86%	(4,745)	
Environmental Management	(26,385)	28,443	(37,698)	(9,255)	19,968	(12,935)	7,033	16,288	72.97%	19,252	Loss of Solar for Business income due to lower capital spend than anticipated in previous years
Drinking Water Quality	22,275	15,771	(3,498)	12,273	13,230	(2,217)	11,013	(1,260)	15.86%	(3,532)	
Climate Change	24,454	18,653	0	18,653	18,279	0	18,279	(374)	1.71%	417	
Solar Farm	(986,662)	244,704	(1,015,000)	(770,296)	130,040	(915,389)	(785,349)	(15,053)	7.14%	(70,452)	Higher than anticipated income along with lower Business Rates , Insurance & O&M costs.
Home Energy Conservation	3,430	1,716	0	1,716	0	0	0	(1,716)	87.46%	(3,000)	
Environment:	(937,724)	325,031	(1,059,352)	(734,321)	191,926	(932,191)	(740,265)	(5,944)		(62,060)	
Licensing	(5,438)	60,070	(64,297)	(4,227)	54,623	(45,228)	9,396	13,623	140.86%	7,660	
Hackney Carriage & Private Hire Licensing	(51,960)	480	(32,278)	(31,798)	687	(44,736)	(44,050)	(12,252)	0.38%	196	
Food Safety	69,785	43,594	(258)	43,336	36,544	(681)	35,863	(7,473)	2.34%	(1,630)	
Health & Safety at Work Act/Enforcement	50,180	26,229	0	26,229	27,922	0	27,922	1,693	5.73%	2,873	
Business Reg & Licensing:	62,567	130,373	(96,833)	33,540	119,776	(90,645)	29,131	(4,409)		9,099	
Housing Renewals	76,694	40,422	(96)	40,326	32,625	(129)	32,496	(7,830)	1.56%	1,193	
Burial of the Dead	8,869	4,452	(18)	4,434	4,184	(22)	4,163	(271)	4.70%	(417)	
Other Public Health Services	121,916	67,692	(2,562)	65,130	65,216	(6,601)	58,615	(6,515)	0.31%	(376)	
Public Health & Housing:	207,479	112,566	(2,676)	109,890	102,025	(6,752)	95,274	(14,616)		400	
TOTALS: PLANNING	(739,924)	1,044,195	(1,645,211)	(601,016)	808,849	(1,408,066)	(599,215)	1,801		53,815	

Detail by Assistant Director

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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 £	Forecast Variance Notes (numbers in brackets are underspends or increased income)
Pool Cars	559	559	0	559	513	0	513	(46)	8.23%	(46)	
Vehicle Workshop Trading Account - FHDC	0	0	0	0	128	0	128	128	0.00%	0	
Fleet Management:	559	559	0	559	641	0	641	82		(46)	
Depots	(38,083)	54,723	(108,669)	(53,946)	(21,954)	(116,848)	(138,802)	(84,856)	14.72%	(5,606)	
Grounds Maintenance Operatives	0	126,462	(187,879)	(61,417)	158,638	(157,856)	782	62,199	0.00%	12,048	
Waste & Cleansing Operatives	(39,569)	975,689	(1,618,138)	(642,449)	1,074,945	(1,645,034)	(570,089)	72,360	104.09%	41,188	
Markets	93,460	98,176	(11,748)	86,428	140,205	(12,895)	127,310	40,882	32.51%	30,383	
Operational:	15,808	1,255,050	(1,926,434)	(671,384)	1,351,834	(1,932,633)	(580,799)	90,585	5	78,013	
Street Cleansing	592,942	526,061	(3,420)	522,641	631,031	(96,500)	534,531	11,890	2.86%	16,946	Forecast overspend mainly from Operational Staffing costs.
Refuse Collection (Black Bin)	463,681	400,026	0	400,026	408,672	(444)	408,228	8,202	1.17%	5,410	
Recycling Collection (Blue Bin)	284,166	385,388	(69,915)	315,473	396,893	(25,781)	371,111	55,638	26.42%	75,068	Recycling credits currently expected to fall short of budget. To be monitored closely in the coming months.
Compostable Collection (Brown Bin)	(3,965)	353,399	(461,710)	(108,311)	241,745	(458,301)	(216,556)	(108,245)	1283.91%	(50,907)	Anticipated brown bin income is up by 2.8%. Assumed payments to SCC and other costs are currently forecast to be down at present. The service is currently on track to achieve the budgeted break-even position by 2019/20.
Bulky, Fridges, Metal & Scrap Collection	44,199	53,305	(10,002)	43,303	53,699	(17,777)	35,922	(7,381)	15.16%	(6,702)	
Clinical & Hazardous Waste Collection	12,713	6,696	(324)	6,372	7,314	(157)	7,157	785	8.43%	(1,072)	
Multi-Bank Recycling Sites	(39,043)	16,602	(28,103)	(11,501)	(426)	(26,084)	(26,511)	(15,010)	1.61%	(628)	
Trade Waste	(150,128)	218,660	(457,058)	(238,398)	248,763	(517,349)	(268,586)	(30,188)	32.93%	(49,439)	Income currently expected to be higher than budgeted.
Waste - Business & Commercial	1,204,565	1,960,137	(1,030,532)	929,605	1,987,691	(1,142,393)	845,296	(84,309)		(11,324)	
Non-HRA Housing Properties	(23,047)	29,101	(35,826)	(6,725)	16,234	(24,629)	(8,394)	(1,669)	42.62%	9,823	
Property Services	348,707	180,754	(1,638)	179,116	178,791	(1,579)	177,212	(1,904)	1.01%	3,535	
Property Maintenance:	325,660	209,855	(37,464)	172,391	195,025	(26,208)	168,818	(3,573)		13,358	

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ASSISTANT DIRECTOR - OPERATIONS (continued)

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 £	Forecast Variance Notes (numbers in brackets are underspends or increased income)
Industrial & Business Units	(692,529)	565,961	(716,636)	(150,675)	352,697	(656,670)	(303,973)	(153,298)	3.10%	(21,436)	Income currently forecasted to be around £10k higher than budgeted.
Town Centres & Shops	(845,526)	53,301	(423,820)	(370,519)	39,522	(381,416)	(341,894)	28,625	0.14%	1,146	
Property Management:	(1,538,055)	619,262	(1,140,456)	(521,194)	392,219	(1,038,086)	(645,867)	(124,673)		(20,290)	
Offices: College Heath Road	(138,559)	169,545	(348,801)	(179,256)	171,309	(395,858)	(224,549)	(45,293)	10.29%	(14,261)	
Offices: Brandon & Newmarket Guineas	(19,200)	35,079	(63,726)	(28,647)	52,915	(58,302)	(5,388)	23,259	21.68%	4,163	
Public Conveniences	54,339	40,049	(5,202)	34,847	42,203	(11,652)	30,551	(4,296)	7.91%	(4,296)	
CCTV	90,004	45,524	0	45,524	25,063	0	25,063	(20,461)	18.93%	17,039	
Green Travel Plan	0	0	0	0	0	(2,123)	(2,123)	(2,123)	0.00%	(2,123)	
District Highways Services	(8,936)	13,002	(966)	12,036	8,150	(16,224)	(8,074)	(20,110)	134.09%	(11,982)	
Land Drainage & Associated Works	79,000	39,460	0	39,460	40,864	0	40,864	1,404	1.78%	1,404	
Facilities, CCTV & Highways Services:	56,648	342,659	(418,695)	(76,036)	340,504	(484,159)	(143,656)	(67,620)		(10,056)	
Courier & Postal Service	22,471	11,769	0	11,769	(2,252)	0	(2,252)	(14,021)	15.48%	(3,479)	
Printing & Copying Service	33,833	19,831	0	19,831	15,632	553	16,185	(3,646)	8.07%	(2,729)	
Central Services:	56,304	31,600	0	31,600	13,380	553	13,933	(17,667)		(6,208)	
Off Street Car Parks	(398,209)	224,158	(340,506)	(116,348)	254,650	(332,945)	(78,295)	38,053	10.13%	40,355	Car Parking income below target, Business Rates higher than budgeted by £12k, partly offset by savings in other areas.
	0	0	0	0	0	0	0	0	0	0	
Car Parking:	(398,209)	224,158	(340,506)	(116,348)	254,650	(332,945)	(78,295)	38,053		40,355	
Arboriculture (Tree Maintenance Works)	93,249	54,676	0	54,676	53,642	0	53,642	(1,034)	2.09%	1,950	
Other Parks and Play Provision	172,817	181,210	(19,422)	161,788	190,127	(42,210)	147,918	(13,870)	0.78%	(1,342)	
Children's Play Areas	67,522	47,495	(3,000)	44,495	35,103	(4,994)	30,109	(14,386)	4.16%	(2,808)	
Brandon Country Park	22,000	22,000	0	22,000	24,266	(45,408)	(21,143)	(43,143)	0.00%	0	Brandon Country Park transferred to FHDC from April 2018. Budgets still being worked on and likely that some costs will move from other areas.
Cemeteries & Closed Churchyards	15,645	7,824	0	7,824	30,617	(37,820)	(7,203)	(15,027)	1.44%	(225)	
Allotments	(214)	0	(214)	(214)	0	(214)	(214)	0	0.00%	0	
Parks & Open Spaces	371,019	313,205	(22,636)	290,569	333,755	(130,646)	203,109	(87,460)		(2,425)	

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ASSISTANT DIRECTOR - OPERATIONS (continued)

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 £	Forecast Variance Notes (numbers in brackets are underspends or increased income)
Sports & Leisure Centres	423,088	388,756	(50,424)	338,332	360,552	(8,116)	352,436	14,104	1.19%	5,022	
Leisure & Sports	22,000	10,998	0	10,998	7,150	0	7,150	(3,848)	0.00%	0	
Sports & Leisure Development	445,088	399,754	(50,424)	349,330	367,702	(8,116)	359,586	10,256		5,022	
Arts, Heritage & Cultural Services	9,664	7,064	(498)	6,566	6,564	(45)	6,519	(47)	0.59%	(57)	
Heritage	9,664	7,064	(498)	6,566	6,564	(45)	6,519	(47)		(57)	
Shopmobility	8,340	6,668	0	6,668	5,095	0	5,095	(1,573)	0.00%	0	
The Pavilion - Lady Wolverton Playingfield	(7,793)	7,057	(8,250)	(1,193)	5,769	(7,362)	(1,593)	(400)	10.27%	(800)	
Palace House and Stables	0	0	0	0	45,352	(2,574)	42,778	42,778	0.00%	0	
Halls & Events	547	13,725	(8,250)	5,475	56,216	(9,936)	46,280	40,805		(800)	
TOTALS: OPERATIONS	549,598	5,377,028	(4,975,895)	401,133	5,300,181	(5,104,614)	195,565	(205,568)		85,542	

Detail by Assistant Director

2018/19 September Budget Monitoring Report

ASSISTANT DIRECTOR - GROWTH

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 £	Forecast Variance Notes (numbers in brackets are underspends or increased income)
Housing Development & Strategy	76,375	69,591	(30,264)	39,327	68,197	(15,925)	52,272	12,945	5.91%	4,511	Lower income on Barley Homes than previously anticipated
Gypsies & Travellers	14,369	7,200	(18)	7,182	4,184	(22)	4,163	(3,019)	3.08%	(442)	
Housing Development & Strategy:	90,744	76,791	(30,282)	46,509	72,381	(15,947)	56,435	9,926		4,069	
Strategic Property	48,365	36,678	(12,498)	24,180	39,587	0	39,587	15,407	8.21%	3,971	
Strategic Property	48,365	36,678	(12,498)	24,180	39,587	0	39,587	15,407		3,971	
Housing Business & Partnerships	(1)	0	0	0	0	0	0	0	100.00%	1	
Housing Business & Partnerships:	(1)	0	0	0	0	0	0	0	1	1	
Planning Policy	360,350	275,275	(36,156)	239,119	246,273	(10,501)	235,772	(3,347)	2.12%	(7,648)	
Local Plan	5,000	52,500	(49,998)	2,502	128,176	(128,176)	0	(2,502)	60.00%	(3,000)	
Place Shaping:	365,350	327,775	(86,154)	241,621	374,449	(138,677)	235,772	(5,849)		(10,648)	
Economic Development & Growth	159,245	141,340	(51,894)	89,446	84,409	(14,051)	70,359	(19,087)	2.25%	(3,589)	
Strategic Tourism & Markets	30,339	15,174	0	15,174	7,341	0	7,341	(7,833)	12.20%	(3,702)	
Vibrant Town Centres	14,680	7,338	0	7,338	13,800	0	13,800	6,462	3.00%	(441)	
Economic Development & Growth:	204,264	163,852	(51,894)	111,958	105,550	(14,051)	91,500	(20,458)		(7,732)	
TOTALS: GROWTH:	708,722	605,096	(180,828)	424,268	591,967	(168,675)	423,294	(974)		(10,339)	