

FINANCE ADVISORY GROUP
24 January 2013 at 9.30 am

Further to the recent despatch of agenda and papers for the above meeting, please find the following item(s) which were marked as 'circulated separately':

9. **Financial Results 2012/13 - to the end of December 2012** (Pages 1 - 36)
Helen Martin
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10. **Financial Performance Indicators 2012/12 - to the end of September 2012** (Pages 37 - 40)
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Budget Monitoring Sheets for December 2012

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- 1 Commentaries
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BUDGET MONITORING - Strategic Commentary - As at 31 December 2012

Overall Financial Position

1. Nine months into the year the results to date show an overall unfavourable variance of £86,000.
2. The year-end position is forecast to be £3,000 better than budget.

Key Issues for the year to date

3. **Income** – investment income is performing above target and is forecast to be better than budgeted at the year-end. This is due to higher than estimated balances and slightly higher rates being achieved during the year so far, and a favourable forecast is shown to reflect this position.
4. Looking at the other main income sources, the position still remains difficult: Building Control, Land Charges, Car Parking and Planning fees currently show adverse variances for the year to date.
5. **Pay costs** – the actual expenditure is less than budget due to some vacancies during the year and staffing restructures following the departure of senior managers.
6. **Other** – Direct Services' results currently show a negative variance of £22,000 compared to budget.

Year End Forecast

7. The year-end position is forecast to be £3,000 better than budget which is similar to the forecast at the end of November.
8. Extra investment income is the largest favourable variance. Additional income is also expected from office rentals and council tax court costs. A further favourable variance is forecast for audit fees.
9. Income from Building Control, Land Charges, Car Parking and Planning fees are all forecast to be less than the budget for the year.
10. The operators of the Swanley and Sevenoaks markets went into voluntary liquidation in August; leaving two months unpaid rent which is included in the year-end forecast. The market operation is now being re-tendered.

Risk areas

11. The current economic situation continues to have a real and potential impact on the Council's finances:
- the investment strategy is constantly under review in light of the changing long term credit ratings which affects the number of organisations the Council can invest in;
 - property related income such as Development Control (particularly pre-application fees and S106 monitoring), Building Control, Land Charges and Capital Receipts remain vulnerable;
 - the Benefits workload is continuing at a higher level than before the recession, which is having an impact on processing times (though the action plan put in place is continuing to improve performance);
 - Council Tax collection rates, though currently in line with the previous year, could be affected by increased unemployment and squeezed household incomes; and
 - planned savings through the generation of income, particularly from new partnership working, remain risk areas for the current and for future years.

Contacts:

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Community Development – December 2012 Commentary

Service	Variance to date £'000 (Minus is bad news)	Forecast Annual Variance £000	Explanation of variance and action planned (including changes from previous month)
Choosing Health WK PCT	21		External funding received in advance.
Partnership – Home Office	32		External funding received in advance. This will be used by the year end.
Salaries – Ext Funded	-15	-9	Relates to additional externally funded staff costs and is offset by additional external income.
Capital – Big Community Fund	-33		Big Community Fund grant payments are made throughout the year and funds are transferred from earmarked reserves at the year end. The budget will be zero at the year end.

Future Issues/Risk Areas

Development Services – December 2012 Commentary

Service	Variance to date £'000 (Minus is bad news)	Forecast Annual Variance £000	Explanation of variance and action planned (including changes from previous month)
Planning – Development Control	-97	-109	The position on fee income has improved with a number of major applications submitted in December. There continues to be a shortfall in pre-application fees and S106 Monitoring and there has also been a need for some extra expenditure on legal advice. Initiatives are being pursued to further promote the pre-application enquiry service to potential customers.
Planning – Policy	58	118	The variation is due to savings on staff costs and delays in receipt of invoices for grants to outside bodies. A further saving is made by not making a contribution to the LDF Fund this year. There are no LDF examinations this year and LDF consultancy expenditure can be funded from contributions in previous years.
Salaries	42	54	Savings are primarily due to the restructuring of management for the service and the DC manager post being vacant until late August. Part of the saving is maternity leave in Planning Policy offset by agency cover.
Capital – Affordable Housing	-27		A contribution has been agreed to refurbishment of Sevenoaks Almshouses funded from contributions previously received from legal agreements on planning permissions.

Future Issues/Risk Areas

There is a good chance of a further major application in January/February but otherwise there continues to be some uncertainty over planning fee income in the remainder of the year.

**Head of Development Services
January 2013**

Environmental & Operational Services – December 2012 Commentary

Service	Variance to date £'000 (Minus is bad news)	Forecast Annual Variance £000	Explanation of variance and action planned (including changes from previous month)
Asset Maintenance Car Parks	-41		Essential maintenance undertaken in various car parks and asset maintenance budget now fully expended. Balance of costs to be charged to earmarked on-street parking surplus fund.
Asset Maintenance – Others	17	9	Small overspend on CCTV (£3,000) offset by savings in countryside, playground and toilet asset maintenance.
Building Control	-81	-94	Income for statutory work is £106,000 below profile. Budget income for year is £485,043. Actual income in 2011/12 was £365,475 which is a realistic estimate of likely income in 2012/13 (£272,000 after 9 months). A shortfall of income of approx. £120,000 is forecast. Savings will be made on structural checking fees.
Car Parks	-86	-100	Income currently £87,000 below budget profile. £60,000 down on pay and display income alone.
CCTV	-32	-40	Budget contains unidentified income of £45,000 which will not be realised. Savings elsewhere to partly offset this.
EH Animal Control	-6	-17	Over-expenditure on kennelling costs due to increase in stray dogs picked up and not being claimed, plus vet fees.
EH Environmental Protection	17	13	Savings will be incurred on air quality consultancy costs and surveys. Works to be undertaken in 2013/14.
Environmental Health Partnership	-33		This is year two of the one-off implementation costs which will be met from the stabilisation reserve.
Licensing Partnership Hub (Trading)	13		Trading hub is “surplus” mainly due to salary savings. However, additional temporary staff employed for remainder of financial year to deal with current heavy workload. This arrangement has been agreed with partner authorities. Any “surplus” at year end is shared proportionally between the three partner authorities.
Parks & Recreation Grounds	-21		Over-expenditure on Bradbourne Lakes, Hollybush and Swanley sites, offset by saving on Estate Management – Grounds and Parks Rural (Countryside).
Parks – Rural	10		Over-expenditure on Bradbourne Lakes, Hollybush and Swanley sites, offset by saving on Estate Management – Grounds and Parks Rural (Countryside).

Agenda Item 9

Service	Variance to date £'000 (Minus is bad news)	Forecast Annual Variance £000	Explanation of variance and action planned (including changes from previous month)
Refuse Collection	-33	-30	Second quarter recycling credits now received. £10,000 unbudgeted expenditure on consultant to examine manual handling techniques following HSE visit and report. Income £14,000 down on recycling material. No income will be received for disposal of clinical waste as this is now undertaken by KCC.
Street Cleansing	14	5	New litter bins to be purchased, but forecast a small underspend by year end.
Salaries – Operational Services	195	195	Savings on Direct Services salaries offset by expenditure on agency staff to maintain services where vacancies exist. All reflected in Direct Services Trading accounts.
Salaries – Licensing	39	45	Licensing Partnership Manager post now confirmed. Post of Assistant Licensing Partnership Manager will not be filled. Saving on salaries (licensing and taxis) will be offset by shortfall in income (of £45,000) from not attracting new partners to the existing licensing partnership.
Capital – Vehicle Purchases	526		Vehicle replacement programme will be delivered as per the approved programme. Any underspend will be carried forward into the vehicle replacement fund.
Direct Services Trading Accounts	-22	-24	Currently a surplus of £74,000 against a profiled surplus of £96,000. Workshop account now returning to profile following reduction of one workshop fitter. Cesspool emptying account not performing to target, but in surplus by £21,000. With the absence of wasp nest treatments this summer, pest control income is £35,000 below profile.

Future Issues/Risk Areas

**Head of Environmental & Operational Services
January 2013**

ITEM 1
(6)

Finance & Human Resources – December 2012 Commentary

Service	Variance to date £'000 (Minus is bad news)	Forecast Annual Variance £000	Explanation of variance and action planned (including changes from previous month)
Dartford Partnership Hub (SDC Costs)	-102		Additional resources to help reduce the Benefits backlog. Both partners have agreed to provide additional funding.
Dartford Partnership Implementation & Project Costs	-13		Agreed implementation costs to be split between partners and SDC element funded from reserves.
Local Tax	36	53	Additional Council Tax court costs income.
Members	9	13	Effect of Members only able to claim one Special Responsibility Allowance.
Misc. Finance	-3	15	Reduced allowances for discretionary rate relief.
Support – Finance Function	33	38	Savings resulting from the restructure following the departure of the Head of Finance and HR.
Support – General Admin	27	25	Savings made on central training.
Treasury Management	-28	-30	Additional costs of debit/credit card transactions.
Salaries	-123	43	Savings resulting from the restructure following the departure of the Head of Finance and HR. Also, agency staff are being used to fill Benefits posts as it is proving difficult to recruit suitable permanent staff.

Future Issues/Risk Areas

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**Group Manager – Financial Services
January 2013**

Housing & Communications – December 2012 Commentary

Service	Variance to date £'000 (Minus is bad news)	Forecast Annual Variance £000	Explanation of variance and action planned (including changes from previous month)
Energy Efficiency	-4	-15	Savings have been identified within Housing to maintain the effective Energy Efficiency function. The funding shortfall is mainly identified in Private Sector Housing through a shared team role.
Home Improvement Agency	20	20	Negotiations are still continuing to withdraw core funding (hence the underspend). As previously explained to Members if the core funding is not paid then it will be a reduced service with extra work undertaken in house. If this is a saving year end it will pay towards the Register savings.
Homelessness Funding	18		This is external funding (income in advance) which does not affect Council budgets.
Housing	-20	-3	The remainder of the Housing Register savings will be met in part from the HIA savings (if core funding is not paid). Refer to Home Improvement Agency comment.
Housing Option – Trailblazer	-31		This is external funding and does not affect Council budgets.
Private Sector Housing	13	11	There is currently a vacant post and it has been advertised. The previous post officer is now partly covering the PSL post with another Officer. This post should be filled subject to interviews by end of February 2013. Any savings will fund the temp in Social housing who leaves end of January. A trainee Housing officer is now in post and receiving in-house training to take over.
Salaries – Ext Funded	51	44	This is external funding and does not affect Council budgets.
Capital – Improvement Grants	266	100	£100,000 savings will be made this year 11/12. The underspend is the result of low performance by the HIA and delays from KCC OT Bureau. This was previously reported to Members under “Future Issues/Risk Areas” last month.
Capital – WKHA Adaps for Disabled	61		It is difficult to predict when works will be completed. End of year figures should be correct.
Capital – SDC – HMO Grants	-10		It is difficult to predict when works will be completed. End of year figures should be correct.
Capital – RHPCG – Discretionary Grants	-12		It is difficult to predict when works will be completed. End of year figures should be correct.

Future Issues/Risk Areas

There are faults with the two year old utility units at Hever Road site. These include leaks and boiler issues. The property service manager is looking at this because they are just out of warranty. Repairs are being assessed and will be funded by the Council's asset maintenance fund. Any underspend in the gypsy site budgets may assist with the cost of repair.

**Head of Housing & Communications
January 2013**

IT & Facilities Management – December 2012 Commentary

Service	Variance to date £'000 (Minus is bad news)	Forecast Annual Variance £000	Explanation of variance and action planned (including changes from previous month)
Administrative Expenses – IT	4	10	£10k from training budget offered up as corporate saving.
Asset Maintenance IT	127		Expenditure as per 10 year asset maintenance plan. Underspend on this budget at the end of the year rolls into the asset maintenance reserve pot for future years as per the plan.
Support – IT	-13	10	Forecast £9,641 underspend on 59000 XAXJ due to reduction in insurance premium costs.

Future Issues/Risk Areas

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Head of IT & Facilities Management
January 2013

Legal & Democratic Services – December 2012 Commentary

Service	Variance to date £'000 (Minus is bad news)	Forecast Annual Variance £000	Explanation of variance and action planned (including changes from previous month)
Asset Maintenance Other Corporate Properties	19		Work to absorb some of this underspend will be commissioned between January and March 2013.
Corporate Management	6	50	The Council has seen a reduction in its proposed audit fee for 2012/13 as a result of the Governments decision to abolish the Audit Commission and contract out local government audit services. This reduction occurred after budgets for the year were approved. The proposed 40% reduction in fees means that it is now forecast that audit fees are accrued at £5k per month plus additional fees for the audit of grant claims.
Corporate Savings	34	37	The Council has achieved its £100k target in 2012/13 for vacant posts and is forecast to exceed it by £3k at year end. In addition all market premiums have been allocated for the current year and providing there are no further applications made there will be an underspend of £34k.
Elections	40		Central government has advanced £152,000. Once all invoices and payments have been processed, the surplus will be refunded to central government.
Estates Management – Buildings	-47		Elements of this overspend are to be reallocated to Asset Maintenance Other Corporate Properties (see above).
Land Charges	-30	-35	The impact of the current economic climate continues to impact on the income and a review of this impact will be undertaken during the next month.
Markets	-79	-67	This reflects the loss resulting from the liquidation of the market operator. The market contracts are currently out for re-tendering with a return date in mid February and the budgets will be revised when the results of the tenders are known.
Register of Electors	10	10	The cost of the canvassers is less than originally estimated it is anticipated that there will be an underspend of £10k.
Support – Central Offices	44	45	The effect of the extra income earned as a result of letting accommodation to third parties continues to affect this budget. Additional underspend has been identified due to review of energy costs.
Support – Legal Function	-22	-30	Due to the increased level of legal work especially, in planning, it was necessary to obtain additional support using counsel and additional staff resources. Workloads are likely to stabilise and counsels employment has been greatly reduced.

Agenda Item 9

Service	Variance to date £'000 (Minus is bad news)	Forecast Annual Variance £000	Explanation of variance and action planned (including changes from previous month)
Salaries	-19	-19	The previous Legal Services Manager had to undertake overtime to maintain the service and the contribution to the corporate vacancy savings has resulted in the adverse variance.
Capital – Sevenoaks Town Centre	47		Further invoices for professional advice are anticipated giving a total expenditure for 2012/13 of £140,000.
Capital – Police Co-location	31		One remaining invoice is awaited to finalise the total expenditure (total project anticipated to be in the region of £180,000).

Future Issues/Risk Areas

Market contract tender returns. Land Charges income.

**Head of Legal & Democratic Services
January 2013**

ITEM 1
(12)

2. Overall Summary

December 12 - Final

	Period		Period		Period		Y-T-D		Y-T-D		Y-T-D		Annual		Annual		2011/12		
	Budget	Actual	Variance	£'000	%	Budget	Actual	Variance	£'000	%	Budget	Actual	Variance	£'000	Forecast (including Accruals)	Variance	£'000	Actual	
Community and Planning																			
Community Development	58	21	37	63.7		703	645	57	8.2		975	975	0		975	975	0	1,140	1,140
Development Services	114	118	-4	-3.9		954	1,002	-48	-5.1		1,299	1,299	-0		1,299	1,299	-0	1,413	1,413
Environmental and Operations	177	193	-17	-9.3		2,123	2,383	-261	-12.3		2,724	2,970	-246		2,724	2,970	-246	2,528	2,528
Housing and Communications	50	58	-9	-17.4		611	627	-16	-2.6		872	862	10		872	862	10	944	944
Total Community and Planning	398	391	7	1.8		4,391	4,658	-268	-6.1		5,870	6,106	-236		5,870	6,106	-236	6,025	6,025
Corporate Resources																			
Finance and Human Resources	303	294	9	2.9		2,462	2,495	-33	-1.3		3,961	3,840	121		3,961	3,840	121	4,516	4,516
IT and Facilities Management	136	119	17	12.4		1,468	1,335	133	9.0		2,018	2,005	13		2,018	2,005	13	1,595	1,595
Legal and Democratic Services	128	172	-44	-34.4		1,474	1,462	12	0.8		1,918	1,905	13		1,918	1,905	13	1,363	1,363
Total Corporate Resources	567	586	-18	-3.2		5,404	5,292	112	2.1		7,897	7,750	147		7,897	7,750	147	7,473	7,473
NET EXPENDITURE (1)	965	976	-11	-1.1		9,794	9,950	-155	-1.6		13,767	13,856	-89		13,767	13,856	-89	13,498	13,498
<i>Adjustments to reconcile to Amount to be met from Reserves</i>																			
Direct Services Trading Accounts	13	-22	35	269.2		-96	-74	-22	-22.9		-64	-40	-24		-64	-40	-24	21	21
Capital charges outside General Fund	-4	-4	0	-0.0		-40	-40	0	-0.0		-54	-54	0		-54	-54	0	-47	-47
Support Services outside General Fund	-16	-16	0	0.0		-141	-141	0	0.0		-191	-191	0		-191	-191	0	-197	-197
Redundancy Costs - all	-	-	0	0.0		-	-	0	0.0		-	-	0		-	-	0	-	-
NET EXPENDITURE (2)	958	934	24	2.5		9,518	9,695	-177	-1.9		13,458	13,571	-113		13,458	13,571	-113	13,275	13,275
Government Grant	-387	-387	0	0.0		-3,485	-3,485	0	0.0		-4,646	-4,646	0		-4,646	-4,646	0	-5,141	-5,141
Council Tax Requirement - SDC	-771	-771	0	0.0		-6,938	-6,938	0	0.0		-9,251	-9,251	0		-9,251	-9,251	0	-9,199	-9,199
NET EXPENDITURE (3)	-200	-224	24	-12.0		-905	-728	-177	-19.6		-439	-326	-113		-439	-326	-113	-1,065	-1,065
<i>Summary including investment income</i>																			
Net Expenditure	-200	-224	24	-12.0		-905	-728	-177	-19.6		-439	-326	-113		-439	-326	-113	-1,065	-1,065
Investment Impairment	-	-	0	0.0		-	-	0	0.0		-	-	0		-	-	0	-	-
Interest and Investment Income	-20	-29	9	-46.8		-151	-243	92	60.9		-173	-289	116		-173	-289	116	-308	-308
Overall total	-220	-253	33	15.1		-1,056	-970	-86	-8.1		-612	-615	3		-612	-615	3	-1,373	-1,373
Planned appropriation (from)/to Reserves																			
Supplementary appropriation from Reserves (Christmas car parking subject to Council approval Feb 2013)																			
Surplus																			
															627	627	-	-	-
															-15	-15	-	-	-
															-	-3	3	-	-1,373

3. Net Service Expenditure for each Head of Service - analysed by Budget area														
December 12 - Final														
Community Development														
Period	Budget	Period			Period			Y-T-D	Y-T-D	Y-T-D	Annual Budget	Annual Forecast (including Accruals)	Annual Variance	2011/12 Actual
		Actual	Variance	%	Actual	Variance	%							
SDC Funded														
	Administrative Expenses - Community Dev.	0	1	-1	-	5	8	-3	-68.2	10	10	-	8	
	All Weather Pitch	-0	-0	0	-	-2	-2	0	4.0	-2	-2	-	-2	
	Community Activity	-	1	-1	-	-	6	-6	-	-	-	-	20	
	Community Development Service Provisions	-0	-2	1	-	-2	-11	9	630.1	-2	-10	8	-15	
	Community Safety	18	14	4	21.7	151	145	6	4.1	207	207	-	191	
	Economic Development	3	2	1	34.2	32	29	3	8.8	41	41	-	43	
	Grants to Organisations	2	2	0	0.2	172	172	1	0.3	179	179	-	185	
	Health Improvements	3	4	-0	-4.9	31	32	-1	-3.8	41	41	-	41	
	Leisure Contract	9	10	-1	-6.5	141	147	-6	-4.1	248	256	-8	339	
	Leisure Development	-	-	-	-	15	15	-	-	20	20	-	20	
	STAG Community Arts Centre	-	-	-	-	75	75	-	-	100	100	-	100	
	Sustainability	0	0	0	-	3	3	0	1.0	4	4	-	16	
	The Community Plan	5	5	-0	-3.4	44	41	2	5.4	58	58	-	50	
	Tourism	1	1	0	0.1	20	21	-1	-2.5	24	24	-	52	
	West Kent Partnership	2	2	0	9.9	-5	-3	-1	-31.2	-	-	-	-	
	Youth	4	2	2	45.1	35	32	3	9.4	48	48	-	71	
	Total Community Development (SDC Funded)	48	42	5	11.1	716	710	7	0.9	975	975	0	1,140	
Externally Funded														
	Big Community Fund	-	-	-	-	-	3	-3	-	-	-	-	-	
	Choosing Health WK PCT	6	-21	27	437.0	-0	-22	21	-	-	-	-	-	
	Falls Prevention	-	0	-0	-	-	2	-2	-	-	-	-	-	
	Local Strategic Partnership	-	-	-	-	-	-	-	-	-	-	-	-	
	Partnership - Child	-	-	-	-	-	-	-	-	-	-	-	-	
	Partnership - Home Office	4	-1	5	125.0	-13	-45	32	238.8	-	-	-	-	
	PCT Health Checks	-	0	-0	-	-	-1	1	-	-	-	-	-	
	PCT Initiatives	-	0	-0	-	-	-1	1	-	-	-	-	-	
	Total Community Development (Ext Funded)	10	-21	32	307.6	-14	-65	51	372.8	-	-	-	-	
	Total Community Development	58	21	37	63.7	703	645	57	8.2	975	975	0	1,140	

3. Net Service Expenditure for each Head of Service - analysed by Budget area
December 12 - Final

Development Services

	Period			Period			Period			Y-T-D			Y-T-D			Y-T-D			Annual			2011/12	
	Budget	Actual	Variance	Budget	Actual	Variance	Budget	Actual	Variance	Budget	Actual	Variance	Budget	Actual	Variance	Budget	Actual	Variance	Budget	Forecast (including Accruals)	Annual Variance	Actual	
	£'000	£'000	£'000	£'000	£'000	£'000	£'000	£'000	£'000	£'000	£'000	£'000	£'000	£'000	£'000	£'000	£'000	£'000	£'000	£'000	£'000	£'000	
Administrative Expenses - Development Control	2	0	2	15	14	1	15	14	1	14	1	15	14	1	14	29	29	0	29	29	-	21	
Bridleways / Footpath Diversions	0	0	-	1	1	-	1	1	-	1	-	1	1	-	1	1	1	0	1	1	-	2	
Conservation	4	5	-1	35	39	-4	35	39	-4	35	-4	35	39	-4	35	47	45	2	45	45	2	45	
LDF Expenditure	-	-	-	-	1	-1	-	1	-1	-	-1	-	1	-1	-	-	-	-	-	-	-	-	-
Planning - Appeals	14	13	1	122	127	-5	122	127	-5	122	-5	122	127	-5	122	161	169	-8	169	169	-8	166	
Planning - Counter	-0	-0	-0	-0	-0	-0	-0	-0	-0	-0	-0	-0	-0	-0	-0	-1	-1	0	-1	-1	-	0	
Planning - Development Control	32	32	-1	285	382	-97	285	382	-97	285	-97	285	382	-97	285	355	464	-109	464	464	-109	499	
Planning - Enforcement	19	25	-6	192	193	-1	192	193	-1	192	-1	192	193	-1	192	259	262	-3	262	262	-3	253	
Planning Policy	44	43	0	304	247	58	304	247	58	304	58	304	247	58	304	446	328	118	328	328	118	428	
Total Development Services	114	118	-4	954	1,002	-48	954	1,002	-48	954	-48	954	1,002	-48	954	1,299	1,299	-0	1,299	1,299	-0	1,414	

3. Net Service Expenditure for each Head of Service - analysed by Budget area												
December 12 - Final												
Environmental and Operational Services												
Period	Period		Period		Period		Y-T-D		Y-T-D		2011/12	
	Budget	Actual	Variance	%	Budget	Actual	Variance	%	Budget	Forecast (including Accruals)	Annual Variance	Actual
£'000	£'000	£'000	%	£'000	£'000	£'000	%	£'000	£'000	£'000	£'000	£'000
Administrative Expenses - Building Control	0	1	-0	-	4	4	1	17.0	6	6	-	6
Administrative Expenses - Community Director	1	1	-0	-46.9	8	5	3	32.4	11	11	-	5
Administrative Expenses - Direct Services	-	0	-0	-	-	0	-0	-	-	-	-	-
Administrative Expenses - Health	1	1	1	49.8	14	7	7	48.0	18	18	-	15
Administrative Expenses - Transport	0	0	0	-	5	6	-1	-10.3	6	6	-	5
Asset Maintenance Car Parks	-0	-	-0	-	15	56	-41	-271.1	15	15	-	-
Asset Maintenance CCTV	1	-	1	100.0	8	14	-5	-64.2	11	14	-3	15
Asset Maintenance Countryside	0	-	0	-	4	2	2	58.9	5	3	2	8
Asset Maintenance Direct Services	2	4	-1	-66.9	20	11	8	41.4	26	26	-	19
Asset Maintenance Playgrounds	1	-	1	100.0	6	-	6	100.0	8	3	5	3
Asset Maintenance Public Toilets	1	0	1	86.9	6	0	6	94.7	8	3	5	13
Building Control	-10	14	-23	-241.2	-113	-32	-81	-72.0	-130	-36	-94	-14
Building Control Discretionary Work	-0	1	-1	-	-0	2	-2	-	-	-	-	-
Car Parks	-141	-137	-4	-2.7	-1,132	-1,047	-86	-7.6	-1,587	-1,487	-100	-1,555
CCTV	13	16	-3	-24.0	176	209	-32	-18.4	245	285	-40	275
Civil Protection	2	2	1	26.6	21	18	3	13.3	28	28	-	10
Dangerous Structures	2	2	0	9.4	17	15	1	8.2	22	22	-	21
Dartford Environmental Hub (SDC Costs)	-	-0	0	-	-0	-0	-0	-	-	-	-	-
EH Animal Control	1	-3	4	341.1	2	9	-6	-259.3	1	18	-17	40
EH Commercial	19	16	2	12.2	182	189	-8	-4.3	244	244	-	-
EH Environmental Protection	29	29	0	0.6	297	279	17	5.9	393	380	13	709
Emergency	5	5	-0	-0.6	45	43	2	4.4	60	60	-	57
Environmental Health Partnership	-	7	-7	-	-	33	-33	-	-	-	-	-
Estates Management - Grounds	8	5	3	33.1	70	63	7	10.0	94	94	-	81
Licensing Partnership Hub (Trading)	-0	-1	1	-	-1	-14	13	1,484.6	-0	-0	-	-
Licensing Partnership Members	-	-	-	-	-	-	-	-	-	-	-	-
Licensing Regime	4	8	-4	-104.1	-17	-9	-8	-44.9	-14	-14	-	25
National Food Hygiene Rating Scheme	-	-	-	-	-	-3	3	-	-	-	-	-
On-Street Parking	-33	-34	1	3.2	-290	-282	-8	-2.7	-391	-391	-	-297
Parks and Recreation Grounds	7	7	0	6.3	67	88	-21	-32.1	91	91	-	123
Parks - Rural	8	4	4	50.5	55	45	10	18.6	81	81	-	56
Public Conveniences	3	3	-1	-30.5	29	37	-8	-26.2	37	37	-	55
Public Transport Support	0	0	-0	-	1	1	-0	-41.3	1	1	-	1
Refuse Collection	150	140	10	6.6	1,704	1,736	-33	-1.9	2,204	2,234	-30	2,161
Street Cleansing	94	92	3	2.8	881	867	14	1.6	1,175	1,170	5	1,214
Street Naming	1	1	0	23.9	10	4	6	62.6	13	5	8	4
Support - Direct Services	3	-2	4	172.8	29	25	4	14.8	38	38	-	25

Support - Health and Safety	1	5	-3	-230.8	13	12	0	3.6	17	17	-	12
Taxis	4	8	-4	-123.7	-12	-11	-1	-10.0	-12	-12	-	-16
Total Environmental and Operational Services	177	193	-17	-9.3	2,123	2,383	-261	-12.3	2,724	2,970	-246	2,528

3. Net Service Expenditure for each Head of Service - analysed by Budget area

December 12 - Final

Finance and Human Resources

	Period			Period			Period			Y-T-D			Y-T-D			Annual			2011/12			
	Budget	Actual	Variance	Budget	Actual	Variance	Budget	Actual	Variance	Budget	Actual	Variance	Budget	Actual	Variance	Forecast (including Accruals)	Annual	Annual	Variance	Budget	Actual	
	£'000	£'000	£'000	£'000	£'000	£'000	£'000	£'000	£'000	£'000	£'000	£'000	£'000	£'000	£'000	£'000	£'000	£'000	£'000	£'000	£'000	
Administrative Expenses - Chief Executive	1	0	1	65.5			10	5	5	49.6			18	17	2	6						
Administrative Expenses - Corporate Director	0	-0	1	-			3	4	-1	-22.4			4	4	-	2						
Administrative Expenses - Finance	1	1	-0	-2.0			14	18	-4	-25.5			39	39	-	17						
Administrative Expenses - Personnel	2	1	1	46.0			11	11	1	6.8			13	13	-	14						
Benefits Admin	-11	-12	1	5.6			-101	-102	1	1.4			828	828	-	1,276						
Benefits Grants	-49	-48	-0	-0.9			-438	-438	0	0.0			-659	-659	-	-659						
Dartford Partnership Hub (SDC costs)	152	164	-12	-7.6			1,365	1,467	-102	-7.5			-7	-7	-	-524						
Dartford Partnership Implementation & Project Costs	-	-	-	-			-	13	-13	-			-	-	-	-						
Housing Advances	0	-	0	-			3	3	0	9.8			5	5	-	3						
Local Tax	-25	-41	16	66.1			-400	-436	36	9.1			154	101	53	208						
Members	32	30	2	4.9			286	277	9	3.0			395	382	13	313						
Misc. Finance	133	127	6	4.3			1,137	1,139	-3	-0.2			2,155	2,140	15	2,036						
Support - Audit Function	-2	-2	0	0.0			-18	-18	0	0.0			139	139	-	126						
Support - Exchequer and Procurement	11	17	-6	-55.0			97	95	2	2.1			138	138	-	134						
Support - Finance Function	15	11	4	27.2			127	95	33	25.6			231	193	38	147						
Support - General Admin	17	12	5	30.6			134	107	27	20.4			193	168	25	177						
Support - Nursery	-	0	-0	-			-	2	-2	-			-	-	-	2						
Support - Personnel	19	18	1	5.0			169	164	5	2.7			225	220	5	208						
Treasury Management	7	17	-10	-146.9			62	90	-28	-44.7			90	120	-30	99						
Total Finance and Human Resources	303	294	9	2.9			2,462	2,495	-33	-1.3			3,961	3,840	121	3,584						

3. Net Service Expenditure for each Head of Service - analysed by Budget area															
December 12 - Final															
Housing and Communications															
Period	Budget	Period		Period		Period		Y-T-D		Y-T-D		Y-T-D		2011/12	
		Actual	Variance	Actual	Variance	Actual	Variance	Actual	Variance	Actual	Variance	Annual Budget	Annual Forecast (including Accruals)		Annual Variance
£'000	£'000	£'000	£'000	£'000	%	£'000	%	£'000	%	£'000	%	£'000	£'000	£'000	£'000
Administrative Expenses - Housing	1	1	-0	8	-1.8	8	5.1	8	5.1	11	10	1	11	11	11
Consultation and Surveys	0	-	0	2	-	2	100.0	-	-	2	0	2	2	2	-
Energy Efficiency	2	3	-1	17	-35.3	17	-4	21	-26.3	6	22	-15	6	22	16
External Communications	6	13	-7	105	-129.2	105	5	101	4.6	143	142	1	143	142	113
Gypsy Sites	-3	-4	1	-23	24.0	-23	-8	-16	-32.7	-20	-14	-6	-20	-14	-6
Home Improvement Agency (prev. Care and Repair)	-	-	-	39	-	39	20	20	50.0	39	20	20	39	20	39
Homeless	8	7	0	70	4.5	70	-9	79	-12.6	104	104	-	104	104	194
Homelessness Funding	-3	-7	4	-27	131.4	-27	18	-45	65.8	-	-	-	-	-	-
Homelessness Prevention	-	1	-1	-	-	-	-7	7	-	-	-	-	-	-	-
Housing	22	26	-5	261	-20.9	261	-20	281	-7.5	363	366	-3	363	366	394
Housing Initiatives	1	0	1	6	92.4	6	-0	6	-4.9	8	8	-	8	8	9
Housing Option - Trailblazer	0	4	-4	0	-	0	-31	31	-	0	0	-	0	0	-
KCC Loan Scheme	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Leader Programme	1	1	-0	7	-0.9	7	-0	7	-2.4	9	9	-	9	9	5
Needs and Stock Surveys	-	-	-	-	-	-	-	-	-	13	13	-	13	13	15
Private Sector Housing	16	14	2	147	13.5	147	13	134	8.9	195	184	11	195	184	164
Support - General Admin	0	-1	1	0	-	0	6	-6	-	0	0	-	0	0	-10
Total Housing and Communications	50	58	-9	611	-17.4	611	-16	627	-2.6	872	862	10	872	862	944

3. Net Service Expenditure for each Head of Service - analysed by Budget area														
December 12 - Final														
<u>IT & Facilities Management</u>														
Period	Period	Period	Period	Period	Period	Y-T-D	Y-T-D	Y-T-D	Y-T-D	Y-T-D	Annual Budget	Annual Forecast (including Accruals)	Annual Variance	2011/12 Actual
Budget	Actual	Variance	Variance	Variance	Variance	Budget	Actual	Variance	Variance	Variance	£'000	£'000	£'000	£'000
£'000	£'000	£'000	£'000	£'000	%	£'000	£'000	£'000	£'000	%	£'000	£'000	£'000	£'000
2	1	1	29.9	18	15	4	19.1	26	16	10	26	16	10	16
25	1	24	96.4	190	63	127	66.7	300	300	-	300	300	-	300
21	21	0	0.0	184	181	3	1.5	254	255	-1	254	255	-1	259
33	32	1	2.3	289	281	8	2.8	392	392	-	392	392	-	407
15	16	-0	-3.1	190	186	5	2.4	264	269	-5	264	269	-5	280
40	48	-8	-19.5	544	558	-13	-2.5	730	720	10	730	720	10	739
0	0	-0	-	52	51	1	1.1	53	53	-	53	53	-	50
136	119	17	12.4	1,468	1,335	133	9.0	2,018	2,005	13	2,018	2,005	13	2,052
Total IT & Facilities Management														

3. Net Service Expenditure for each Head of Service - analysed by Budget area														
December 12 - Final														
Legal and Democratic Services														
Period	Period		Period		Period		Y-T-D		Y-T-D		Y-T-D		2011/12	
	Budget	Actual	Variance	£'000	%	Budget	Actual	Variance	£'000	%	Budget	Actual	Variance	£'000
	1	-	1	100.0		5	3	2	35.3		6	6	-	11
Action and Development	4	3	1	28.1		63	57	6	9.7		77	77	-	58
Administrative Expenses - Legal and Democratic	0	0	0	-		1	0	1	99.6		2	2	-	1
Administrative Expenses - Property	-	3	-3	-		25	20	5	21.6		50	50	-	30
Asset Maintenance Argyle Road	8	6	2	24.8		69	62	7	9.8		92	92	-	143
Asset Maintenance Leisure	15	2	13	89.4		30	11	19	63.9		30	30	-	34
Asset Maintenance Other Corporate Properties	1	-	1	100.0		8	-	8	100.0		11	11	-	13
Asset Maintenance Sewage Treatment Plants	11	9	2	18.9		84	81	3	3.2		115	115	-	101
Asset Maintenance Support & Salaries	-1	0	-1	-122.1		10	7	3	28.8		13	13	-	10
Bus Station	0	0	0	-		13	13	0	0.0		14	14	-	14
Civic Expenses	9	8	1	15.0		74	66	7	10.0		102	102	-	85
Committee Admin	70	80	-11	-15.1		629	623	6	1.0		893	843	50	879
Corporate Management	-6	-	-6	-100.0		34	-	34	100.0		37	-	37	-
Corporate Savings	5	16	-11	-205.0		52	12	40	77.0		67	67	-	68
Elections	-	-	-	-		17	13	3	19.6		17	14	3	13
Equalities Legislation	-13	-10	-3	-23.9		-69	-22	-47	-67.7		-113	-113	-	-48
Estates Management - Buildings	-0	-1	1	-		-12	-9	-3	-23.2		-9	-9	-	-8
Housing Premises	-8	-5	-2	-29.0		-99	-69	-30	-30.4		-121	-86	-35	-116
Land Charges	-19	16	-35	-184.7		-173	-94	-79	-45.7		-240	-173	-67	-281
Markets	0	-	0	-		4	5	-1	-34.0		6	6	-	5
Performance Improvement	6	3	3	47.9		111	101	10	8.8		131	121	10	118
Register of Electors	17	12	5	28.2		370	326	44	11.9		426	382	45	410
Support - Central Offices	20	23	-3	-15.5		166	188	-22	-13.4		225	255	-30	242
Support - Legal Function	7	7	-0	-3.6		62	65	-4	-5.7		88	88	-	56
Support - Property Function														
Total Legal and Democratic Services	128	172	-44	-34.4		1,474	1,462	12	0.8		1,918	1,905	13	1,837

4. Cumulative Salary Monitoring

December 12 - Final

Chief Executive, PA & Secretariat
Total Chief Executives Dept

Director, PA & Secretariat
 Finance & Human Resources
 IT & Facilities Management
 Legal & Democratic Services
Total Corporate Resources

Director, PA & Secretariat
 Community Development
 Development Services
 Housing & Communications
 Operational Services
 Building Control
 Environmental Health
 Licensing
 Parking & Amenity Services
Total Community and Planning Services

Sub Total
 Council Wide - Vacant Posts
 Performance Award Contingency
 Market Premiums
TOTAL SDC Funded Salary Costs

Externally Funded & Funded from other sources (gross figures). Overspendings here are matched by external funding and represent additional resources secured for the Council since the budget was set.

Community Development Ext.
 Housing Ext.
TOTAL All Salary Costs
 Less Allocs to Trading a/cs inc Ext Funded TASK
 Less Allocations to Capital and Asset maint. etc
Check total to Pay Costs

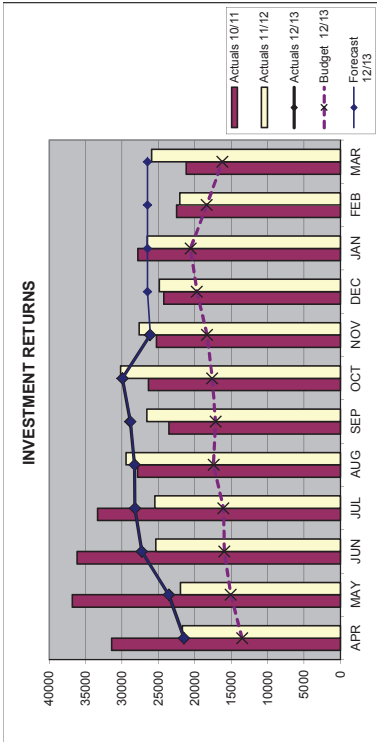
	Period		Period		Period		Y-T-D		Y-T-D		Y-T-D		Annual Budget £'000	Annual Forecast (including Accruals) £'000	Annual Variance £'000
	Budget	Actual	Budget	Actual	Budget	Actual	Budget	Actual	Budget	Actual	Budget	Actual			
	£'000	£'000	£'000	£'000	£'000	£'000	£'000	£'000	£'000	£'000	£'000	£'000	£'000	£'000	£'000
			Variance	Variance	Variance	Variance	Variance	Variance	Variance	Variance	Variance	Variance			
			%	%	%	%	%	%	%	%	%	%			
17	17	17	0	0	1.0	1.0	154	159	-5	-3.2	206	206	-		
17	17	17	0	0	1.0	1.0	154	159	-5	-3.2	206	206	-		
24	22	22	1	1	4.8	4.8	212	217	-6	-2.8	282	282	-		
240	255	255	-15	-15	-6.1	-6.1	2,140	2,263	-123	-5.8	2,863	2,820	43		
66	67	67	-1	-1	-1.6	-1.6	581	583	-3	-0.5	771	771	-		
53	52	52	1	1	2.1	2.1	466	485	-19	-4.0	626	645	-19		
382	396	396	-13	-13	-3.5	-3.5	3,399	3,549	-151	-4.4	4,543	4,519	24		
14	14	14	0	0	-2.4	-2.4	127	130	-3	-2.7	169	169	-		
30	29	29	0	0	1.5	1.5	268	264	5	1.8	358	358	-		
156	163	163	-7	-7	-4.4	-4.4	1,350	1,309	42	3.1	1,791	1,737	54		
58	54	54	4	4	6.6	6.6	521	524	-3	-0.6	681	686	-5		
279	261	261	19	19	6.7	6.7	2,512	2,317	195	7.8	3,350	3,155	195		
32	32	32	0	0	-0.3	-0.3	284	281	4	1.3	379	379	-		
47	45	45	2	2	3.7	3.7	435	433	2	0.5	582	582	-		
27	24	24	3	3	11.3	11.3	246	206	39	16.0	328	283	45		
40	39	39	1	1	1.3	1.3	352	353	-1	-0.3	471	471	-		
682	661	661	21	21	3.1	3.1	6,095	5,817	279	4.6	8,109	7,820	289		
1,082	1,074	1,074	8	8	0.7	0.7	9,648	9,525	123	1.3	12,858	12,545	313		
-2	-	-	-2	-2	-100.0	-100.0	13	-	13	100.0	4	-	4		
-	-	-	-	-	-	-	-	0	-0	-	48	48	-		
-5	-	-	-5	-5	-100.0	-100.0	20	-	20	100.0	34	-	34		
1,076	1,074	1,074	1	1	0.1	0.1	9,682	9,525	157	1.6	12,943	12,593	350		
8	9	9	-1	-1	-7.4	-7.4	76	91	-15	-19.9	101	110	-9		
15	11	11	4	4	26.5	26.5	139	88	51	36.7	186	142	44		
24	20	20	3	3	14.6	14.6	215	179	36	16.8	287	252	35		
1,100	1,095	1,095	5	5	0.4	0.4	9,897	9,704	193	1.9	13,230	12,845	385		
-237	-220	-220	-18	-18	-7.4	-7.4	-2,136	-1,952	-184	-8.6	-2,848	-2,848	-		
-2	-2	-2	0	0	9.8	9.8	-17	-24	8	46.7	-22	-22	-		
860	873	873	-12	-12	-1.5	-1.5	7,744	7,727	17	0.2	10,360	9,974	385		

DIRECT SERVICES SUMMARY

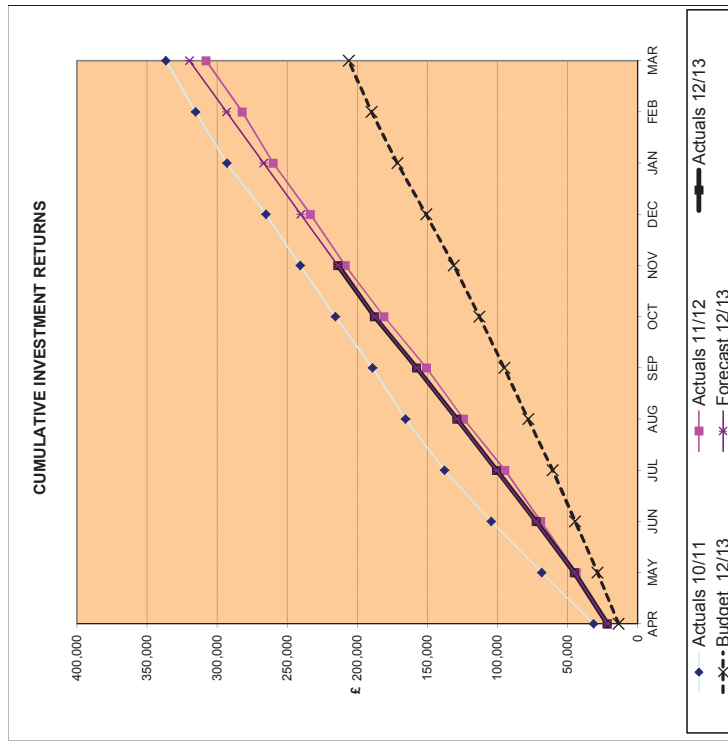
Dec-12	PERIOD						Y-T-D				ANNUAL			Y-T-D NET VARIANCE			ANNUAL NET VARIANCE		
	Budget	Actual	Actual / Budget	Variance	Budget	Actual	Actual / Budget	Variance	Budget	Forecast	Variance	Net Budget by Service	Net Actual by Service	Variance by Service	Net Budget by Service	Net Actual by Service	Variance by Service		
	£'000	£'000	%	£'000	£'000	£'000	%	£'000	£'000	£'000	£'000	£'000	£'000	£'000	£'000	£'000	£'000		
Income																			
Refuse	-177	-177	0%	1	-1,581	-1,585	0%	4	-2,109	-2,103	-6	50	1	49	67	12	55		
Street Cleaning	-93	-94	1%	1	-838	-839	0%	1	-1,117	-1,117		29	48	-20	38	63	-25		
Trade	-28	-28	-1%		-315	-280	-11%	-35	-400	-374	-26	-31	-53	22	-21	-64	43		
Workshop	-47	-47	0%		-423	-407	-4%	-16	-564	-543	-21	-13	-10	-2	-17	-17	-17		
Green Waste	-13	-11	-12%	-2	-323	-314	-3%	-9	-389	-380	-9	-81	-63	-17	-60	-50	-10		
Premises Cleaning	-17	-16	-4%	-1	-149	-154	3%	5	-199	-200	1	8	3	5	10	10			
Cesspools	-23	-24	8%	2	-203	-186	-8%	-16	-270	-250	-20	-39	-21	-19	-52	-32	-20		
Pest Control	-3	-4	25%	1	-72	-37	-49%	-35	-79	-44	-35	-12	21	-33	33	-33			
Grounds	-10	-10	0%		-90	-90	0%		-122	-122	1	3	6	-3	-2	6	-8		
Fleet	-70	-43	-38%	-26	-626	-577	-8%	-49	-835	-835									
Depot	-26	-32	22%	6	-208	-186	-11%	-22	-293	-262	-31	-9	-1	-9	-26	-12	-14		
Emergency	-4	-4	0%		-35	-35	0%		-46	-46			-6	6	-6	6	6		
Total Income	-510	-491	-4%	-19	-4,863	-4,691	-4%	-172	-6,423	-6,276	-147	-96	-74	-22	-64	-40	-24		
Expenditure																			
Refuse	181	164	9%	17	1,631	1,587	3%	45	2,175	2,115	60								
Street Cleaning	96	89	8%	7	866	888	-2%	-21	1,155	1,180	-25								
Trade	32	20	36%	11	284	227	20%	57	379	310	69								
Workshop	46	42	9%	4	410	397	3%	13	547	543	4								
Green Waste	26	35	-37%	-10	243	251	-3%	-8	329	330	-1								
Premises Cleaning	17	16	8%	1	157	157	0%		209	210	-1								
Cesspools	18	20	-8%	-1	163	166	-1%	-2	218	218									
Pest Control	7	7	-2%		60	58	3%	2	79	77	2								
Grounds	9	6	33%	3	93	96	-3%	-3	119	128	-9								
Fleet	70	44	37%	26	626	577	8%	49	835	835									
Depot	19	23	-20%	-4	199	185	7%	13	267	250	17								
Emergency	4	4	3%		35	29	17%	6	46	40	6								
Total Expenditure	524	469	10%	55	4,767	4,617	3%	150	6,359	6,236	123								
Net	13	-22	-270%	35	-96	-74	-23%	-22	-64	-40	-24								

INVESTMENT RETURNS

INVESTMENT RETURNS		Actuals	Actuals	Actuals	Budget	Variance	Forecast
	10/11	11/12	12/13	12/13	12/13		12/13
APR	31,431	21,722	21,489	13,502	7,987	21,500	
MAY	36,831	21,983	23,571	15,074	8,497	23,600	
JUN	36,164	25,342	27,280	15,944	11,336	27,300	
JUL	33,361	25,498	28,227	16,070	12,157	28,200	
AUG	27,858	29,446	28,256	17,425	10,831	28,300	
SEP	23,532	26,586	28,853	17,156	11,697	28,800	
OCT	26,352	30,200	29,941	17,603	12,338	29,900	
NOV	25,254	27,636	26,144	18,323	7,821	26,100	
DEC	24,240	24,871	28,954	19,730	9,224	29,000	
JAN	27,832	26,525		20,578		26,500	
FEB	22,501	22,078		18,355		26,500	
MAR	21,179	25,935		16,240		26,500	
	336,535	307,822	242,715	206,000	91,888	322,200	



INVESTMENT RETURNS (CUMULATIVE)		Actuals	Actuals	Actuals	Budget	Variance	Forecast
	10/11	11/12	12/13	12/13	12/13		12/13
APR	31,431	21,722	21,489	13,502	7,987	21,500	
MAY	68,262	43,705	45,060	28,576	16,484	45,100	
JUN	104,426	69,047	72,340	44,520	27,820	72,400	
JUL	137,787	94,545	100,567	60,590	39,977	100,600	
AUG	165,645	123,991	128,823	78,015	50,808	128,900	
SEP	189,177	150,577	157,676	95,171	62,505	157,700	
OCT	215,529	180,777	187,617	112,774	74,843	187,600	
NOV	240,783	208,413	213,761	131,097	82,664	213,700	
DEC	265,023	233,284	242,715	150,827	91,888	242,700	
JAN	292,855	259,809		171,405		269,200	
FEB	315,356	281,887		189,760		295,700	
MAR	336,535	307,822		206,000		322,200	



BUDGET FOR 2012/13 206,000
 FORECAST OUTTURN 322,200

CODE:- YHAA 96900

N.B.

- 1) These are the gross interest receipts rather than the interest remaining in the General Fund
- 2) Interest due on the Landsbanki investment has been removed from the calculations as from 25/6/2008

Fund Average	1.0722%
7 Day LIBID	0.4292%
3 Month LIBID	0.7042%

STAFFING STATISTICS
DECEMBER 2012

	BDGT BOOK FTE	STAFF FTE	AGENCY STAFF	CASUAL FTE	TOTAL FTE	COMMENTS / VARIATIONS	NOVEMBER TOTALS
CHIEF EXECUTIVES							
Chief Executive's Office	3.00	2.00	0.00	0.00	2.00		2.00
SUB TOTAL	3.00	2.00	0.00	0.00	2.00		2.00
CORPORATE RESOURCES							
Director, Secretaries	6.38	7.62	0.00	0.00	7.62	Budget includes Secretariat (although report to HR). 1 Temp post for maternity cover.	7.62
Finance & Human Resources	82.67	73.65	8.61	1.58	83.84	Still includes Human Resources, Contact Centre and Property Team.	85.27
Legal, Electoral, Democratic Services & Policy & Performance	14.95	13.14	0.00	0.00	13.14		13.14
<i>Legal, Electoral & Democratic Services</i>	<i>13.14</i>	<i>11.33</i>	<i>0.00</i>	<i>0.00</i>	<i>11.33</i>		<i>11.33</i>
<i>Policy & Performance</i>	<i>1.81</i>	<i>1.81</i>	<i>0.00</i>	<i>0.00</i>	<i>1.81</i>	Now 1.61 budgeted to Legal, Electoral and Dem Services. 0.2 worked in Housing & Comms but inc. in P&P.	<i>1.81</i>
IT & Facilities Management	23.43	24.43	0.00	0.00	24.43	1 apprentice post (IT).	23.43
SUB TOTAL	127.43	118.84	8.61	1.58	129.03		129.46
COMMUNITY AND PLANNING SERVICES							
Director, PA & Secretarial	2.00	2.00	0.00	0.00	2.00		2.00
Community Development	8.54	9.73	0.00	0.83	10.56	1 post is part externally funded. 1 temp post (7 weeks Dec - Feb).	8.94
Environmental & Operational Services	152.82	137.98	11.98	0.35	150.31		154.83
<i>SDS & CCTV</i>	<i>115.98</i>	<i>103.84</i>	<i>11.98</i>	<i>0.35</i>	<i>116.17</i>	Includes Grounds Maintenance.	<i>119.69</i>
<i>Env Health</i>	<i>12.57</i>	<i>11.57</i>	<i>0.00</i>	<i>0.00</i>	<i>11.57</i>		<i>11.57</i>
<i>Licensing</i>	<i>9.41</i>	<i>9.96</i>	<i>0.00</i>	<i>0.00</i>	<i>9.96</i>		<i>9.96</i>
<i>Parking & Amenity</i>	<i>14.86</i>	<i>12.61</i>	<i>0.00</i>	<i>0.00</i>	<i>12.61</i>		<i>13.61</i>
Development Services	48.37	50.16	0.00	0.00	50.16	2 Investigatory Officers (1 temp for one month - left 30/11/12).	50.36
Building Control	7.81	5.81	2.00	0.00	7.81	Plus 1 Seconded Officer.	7.81
Housing & Communications	14.89	13.30	2.00	0.00	15.30	1 post is part externally funded.	14.57
SUB TOTAL	234.43	218.98	15.98	1.18	236.14		238.51
EXTERNALLY FUNDED POSTS							
Community Development	2.54	2.54	0.00	0.00	2.54		2.54
Environmental & Operational Services	0.00	0.00	0.00	0.00	0.00		0.00
Development Services	0.00	0.00	0.00	0.00	0.00		0.00
Housing & Communications	5.81	3.00	0.00	0.00	3.00	1 post is part funded by SDC (see Housing permanent posts).	3.00
SUB TOTAL	8.35	5.54	0.00	0.00	5.54		5.54
TOTALS	373.21	345.36	24.59	2.76	372.71		375.51
Number of staff paid in December:							
381 permanent, 5 casuals							

Reserves

	31/03/12 £000	Movement in month £000	Cumulative to date £000	Balance as at 31/12/12 £000	31/3/13 budget £000	31/3/13 forecast £000
Provisions						
Edenbridge Relief Road Compensation	1,546	-1,546	-1,546	0	0	0
Accumulated Absences	152			152	152	152
Municipal Mutual Insurance (MMI)	211			211	0	211
Others	34			34	0	0
	1,943	-1,546	-1,546	397	152	363
Capital Receipts(Gross)						
	708	-1	241	949	1,314	1,564
Note: this balance will reduce at year end as the receipts are used to finance capital expenditure						
Earmarked Reserves						
Financial Plan	5,812			5,812	5,296	5,224
Budget Stabilisation	2,765			2,765	3,495	3,654
New Homes Bonus	215			215	1,588	741
Housing Benefit subsidy	1,351			1,351	1,102	1,261
Asset Maintenance	1,000			1,000	1,000	1,000
First Time Sewerage	915			915	715	815
Vehicle Renewal	92			92	564	92
Reorganisation (previously Termination)	478			478	499	478
LDF	565		-39	526	428	416
Community Development	470		-41	429	418	470
Carry Forward Items	222	-8	-59	163	341	222
Action and Development	296			296	300	295
Vehicle Insurance	287			287	264	287
Pension Valuation	349			349		628
Big Community Fund	103		-9	94		0
Rent Deposit Guarantees	181		-56	125	179	82
Local Strategic Partnership	81		-5	76	111	82
Homelessness Prevention	134			134		134
IT Asset Maintenance	121			121		0
Others	661	3	1	662	424	614
	16,098	-5	-208	15,890	16,724	16,495
General Fund						
Required Minimum	1,500				1,500	1,500
Available Balance	2,213				2,213	2,213
	3,713				3,713	3,713
TOTAL	22,462				21,903	22,135

9. Capital

December 12 - Final

COMMDEV Big Community Fund - Capital
 COMMDEV Parish Projects
 DEVCONT Affordable Housing
 ENVOPS Vehicle Purchases
 FINSERV Horton Kirby Village Hall
 FINSERV Argyle Road Office Accommodation
 HOUSING Improvement Grants
 HOUSING WKHA Adaps for Disab Financing Costs Advances
 HOUSING SDC - HMO Grants
 HOUSING RHPGG - Discretionary Grants
 HOUSING RHPGG - Discretionary Grants
 LEGAL Sevenoaks Town Centre
 LEGAL Modern Govt Document Management System
 LEGAL Police Co-Location

Period	Period		Period		Period		Y-T-D	Y-T-D	Y-T-D	Y-T-D	Annual Budget	Annual Forecast (including Accruals)	Annual Variance
	Budget	Actual	Variance	£'000	%	Budget							
	-	6	-6	-	-	-	33	-33	-	-	-	-	-
	-	27	-27	-	-	-	27	-27	-	-	71	71	-
	76	16	60	79.3		616	89	526	85.5		844	844	-
	1	5	-4	-304.3		3	7	-4	-107.5		7	7	-
	51	18	33	65.1		459	193	266	57.9		612	512	100
	21	27	-6	-25.9		192	131	61	31.5		256	256	-
	-	-	-	-		-	10	-10	-		-	-	-
	-	-	-	-		-	2	-2	-		-	-	-
	20	11	9	47.2		100	53	47	46.6		150	150	-
	1	-	1	100.0		13	8	5	36.9		16	16	-
	-	-	-	-		200	169	31	15.3		200	200	-
171	120	50	29.4	29.4		1,584	737	846	53.4		2,157	2,057	100

Improvement Grants budget shown net of Government grant.

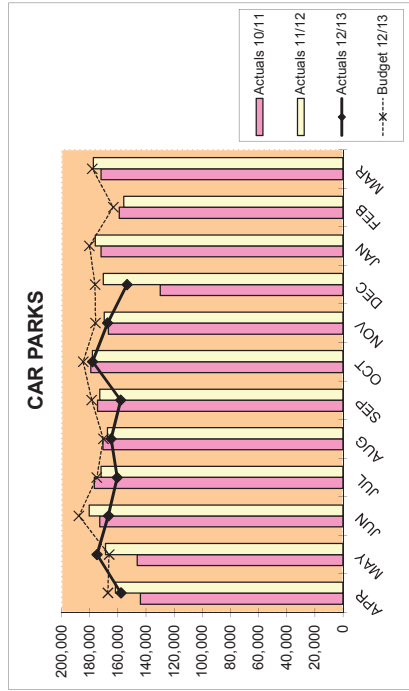
CUMULATIVE INCOME FIGURES

December 2012

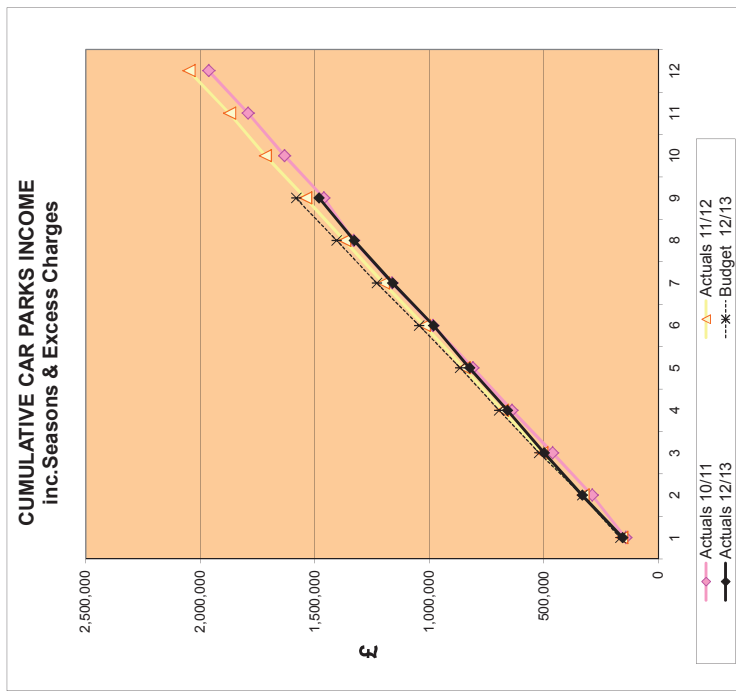
	Comparison of 11/12 and 12/13, where a minus is 'bad news'	MANAGER'S PROFILED BUDGET	Variance, where a minus is 'bad news'	ANNUAL BUDGET	Annual Forecast
CAR PARKS	1,481,334	1,581,669	-100,335	2,103,442	2,003,442
COMMON STREET PARKING	519,709	499,818	19,891	671,285	671,285
LAND CHARGES	116,186	150,537	-34,351	190,556	155,280
BUILDING CONTROL	291,807	404,180	-112,373	519,648	390,600
DEVELOPMENT CONTROL	425,574	522,513	-96,939	696,684	571,684
	2,834,610	3,158,717	-324,107	4,181,615	3,792,291

10 Car Parks Graphs

	Actuals 10/11	Actuals 11/12	Actuals 12/13	Increase / decrease from 11/12 to 12/13	Budget 12/13	Variance (Actuals-Budget)	Manager's Forecast
1 APR	144,052	161,707	157,819	-3,888	167,079	-9,260	
2 MAY	146,247	168,722	174,830	6,108	166,300	8,530	
3 JUN	172,788	180,368	166,750	-13,618	187,694	-20,944	
4 JUL	176,717	171,960	160,431	-11,529	174,953	-14,522	
5 AUG	170,558	167,336	164,734	-2,602	170,293	-5,559	
6 SEP	174,392	172,793	157,977	-14,816	178,651	-20,674	
7 OCT	179,153	178,067	178,029	-38	184,625	-6,596	
8 NOV	166,673	169,631	167,264	-2,367	175,874	-8,610	
9 DEC	129,891	170,349	153,501	-16,848	176,200	-22,699	
10 JAN	171,978	175,979		-175,979	180,246	-180,246	
11 FEB	158,986	155,870		-155,870	163,322	-163,322	
12 MAR	172,012	177,420		-177,420	178,205	-178,205	
	1,963,447	2,050,202	1,481,334	-568,868	2,103,442	-622,108	2,003,442



	Actuals 10/11	Actuals 11/12	Actuals 12/13	Cumulative increase / decrease from 11/12 to 12/13	Budget 12/13	Variance (Column E-G)	Manager's Forecast
APR	144,052	161,707	157,819	-3,888	167,079	-9,260	
MAY	290,299	330,429	332,649	2,220	333,379	-730	
JUNE	463,087	510,797	499,399	-11,398	521,073	-21,674	
JUL	639,804	682,757	659,830	-22,927	696,026	-36,196	
AUG	810,362	850,093	824,563	-25,530	866,319	-41,756	
SEP	984,754	1,022,886	982,541	-40,345	1,044,970	-62,429	
OCT	1,163,907	1,200,953	1,160,569	-40,384	1,229,595	-69,026	
NOV	1,330,580	1,370,584	1,327,834	-42,750	1,405,469	-77,635	
DEC	1,460,471	1,540,933	1,481,334	-59,599	1,581,669	-100,335	
JAN	1,632,449	1,716,912		-1,716,912		0	
FEB	1,791,435	1,872,782		-1,872,782		0	
MAR	1,963,447	2,050,202		-2,050,202		0	2,003,442



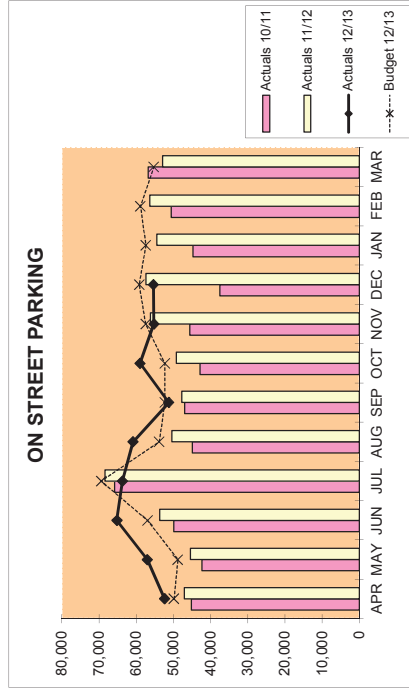
	Actuals 10/11	Actuals 11/12	Actuals 12/13	Cumulative Actual	Budget	(Monthly)
DAY TICKETS				1,152,202	1,226,866	123,242
EXCESS / PENALTY CHARGES				100,531	118,163	8,413
SEASON TICKETS				221,330	232,640	21,175
OTHER (inc.Res.Pkg)				1,366	-	550
WAIVERS				1,840	-	120
RENT				4,065	4,000	-
				1,481,334	1,581,669	-153,501

HWCARPK

10 On-Street Graphs

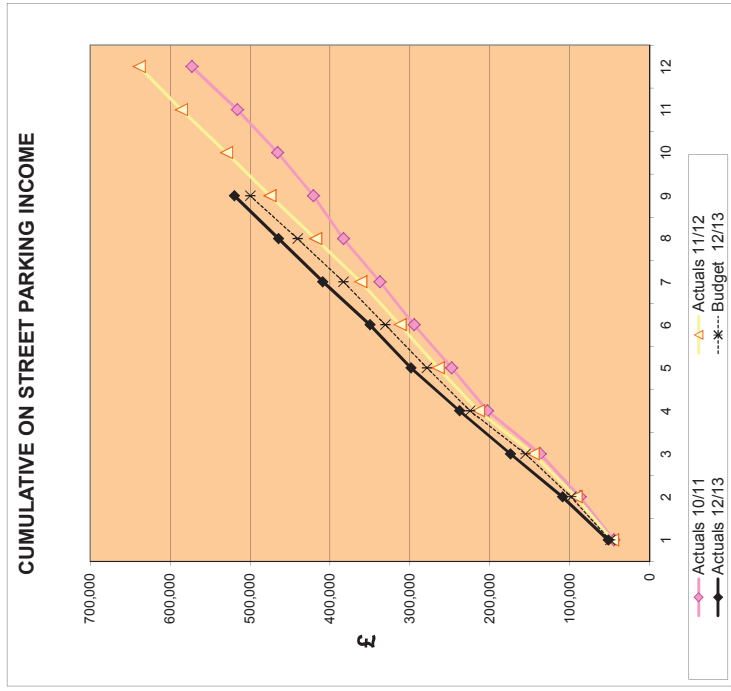
ON STREET PARKING (HWDCRIM)

	Actuals 10/11	Actuals 11/12	Actuals 12/13	Increase / decrease from 11/12 to 12/13	Budget 12/13	Variance (Actuals-Budget)	Manager's Forecast
1 APR	45,146	47,046	52,328	5,282	49,814	2,514	
2 MAY	42,328	45,408	56,995	11,587	48,794	8,201	
3 JUN	49,872	53,666	65,190	11,524	56,938	8,252	
4 JUL	65,784	66,376	63,657	-4,719	69,398	-5,741	
5 AUG	44,910	50,350	60,822	10,472	53,779	7,043	
6 SEP	46,913	47,762	51,221	3,459	52,243	-1,022	
7 OCT	42,832	49,209	58,926	9,717	52,291	6,635	
8 NOV	45,607	56,170	55,213	-957	57,436	-2,223	
9 DEC	37,452	57,330	55,356	-1,974	59,125	-3,769	
10 JAN	44,720	54,468		-54,468	57,396	-57,396	
11 FEB	50,568	56,324		-56,324	58,844	-58,844	
12 MAR	56,761	52,883		-52,883	55,227	-55,227	
	572,893	638,992	519,709	-119,283	671,285	-151,576	671,285



ON STREET PARKING (CUMULATIVE)

	Actuals 10/11	Actuals 11/12	Actuals 12/13	Cumulative Increase / decrease from 11/12 to 12/13	Budget 12/13	Variance (Column E-G)	Manager's Forecast
APR	45,146	47,046	52,328	5,282	49,814	2,514	
MAY	87,474	92,454	109,324	16,870	98,608	10,716	
JUNE	137,346	146,120	174,514	28,394	155,546	18,968	
JUL	203,130	214,496	238,171	23,675	224,944	13,227	
AUG	248,040	264,846	298,993	34,147	278,723	20,270	
SEP	294,953	312,608	350,214	37,606	330,966	19,248	
OCT	337,785	361,817	409,140	47,323	383,257	25,883	
NOV	383,392	417,987	464,353	46,366	440,693	23,660	
DEC	420,844	475,317	519,709	44,392	499,818	19,891	
JAN	465,564	529,785		-529,785		0	
FEB	516,132	586,109		-586,109		0	
MAR	572,893	638,992		-638,992		0	671,285



DECEMBER 2012

HWDCRIM

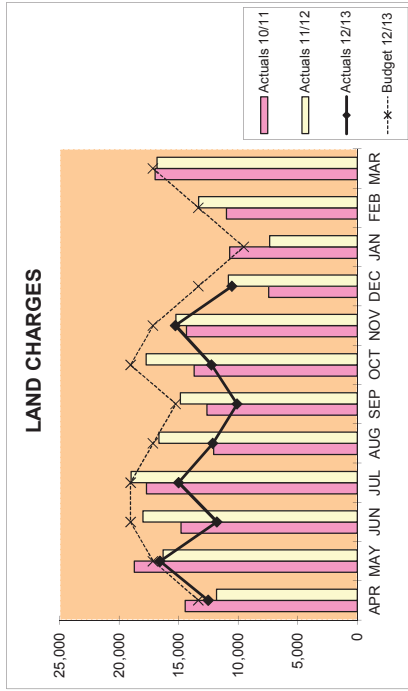
	Actual (Cumulative)	Budget	(Monthly)
PENALTY NOTICES	3403	108,000	9,318
WAIVERS	3404	3,843	219
RESIDENTS PERMITS	3406	36,823	3,384
ON STREET PARKING	3300	297,195	37,482
BUSINESS PERMITS	3408	58,513	4,953
OTHER	9999	-	-
	519,709	499,818	55,356

CUMULATIVE BREAKDOWN

10 Land Charges Graphs

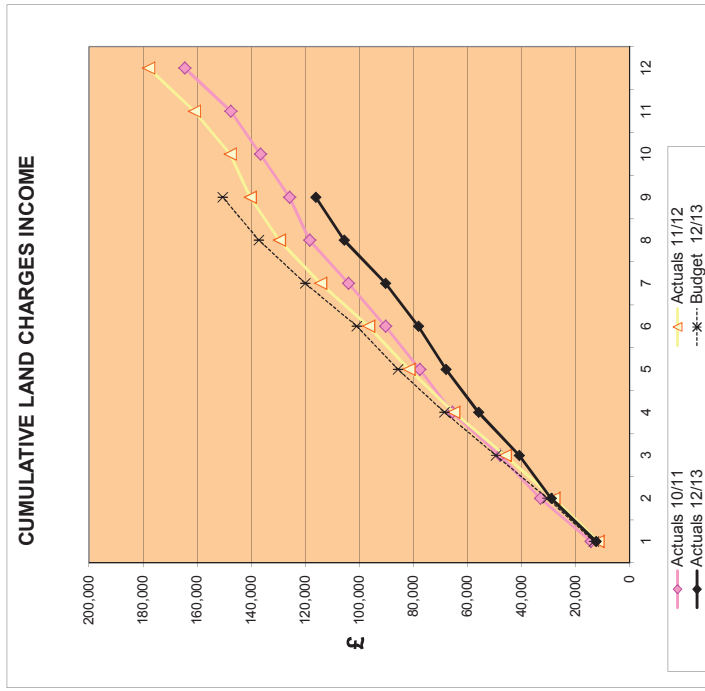
LAND CHARGES (LPLNDCH)

	Actuals 10/11	Actuals 11/12	Actuals 12/13	Increase / decrease from 11/12 to 12/13	Budget 12/13	Variance (Actuals-Budget)	Manager's Forecast
1 APR	14,463	11,836	12,520	684	13,339	-819	
2 MAY	18,718	16,303	16,579	276	17,150	-571	
3 JUN	14,812	17,994	11,786	-6,208	19,055	-7,269	
4 JUL	17,700	18,987	15,021	-3,966	19,055	-4,034	
5 AUG	12,074	16,658	12,139	-4,519	17,150	-5,011	
6 SEP	12,624	14,863	10,100	-4,763	15,244	-5,144	
7 OCT	13,710	17,740	12,235	-5,505	19,055	-6,820	
8 NOV	14,339	15,228	15,271	43	17,150	-1,879	
9 DEC	7,439	10,819	10,536	-283	13,339	-2,803	
10 JAN	10,731	7,369	10,536	-7,369	9,530	-9,530	
11 FEB	10,999	13,340	13,339	-13,340	13,339	-13,339	
12 MAR	16,983	16,826	17,150	-16,826	17,150	-17,150	
	164,592	177,963	116,186	-61,777	190,556	-74,370	155,280



LAND CHARGES (CUMULATIVE)

	Actuals 10/11	Actuals 11/12	Actuals 12/13	Cumulative increase / decrease from 11/12 to 12/13	Budget 12/13	Variance (Column E-G)	Manager's Forecast
APR	14,463	11,836	12,520	684	13,339	-819	
MAY	33,181	28,139	29,099	960	30,489	-1,390	
JUNE	47,993	46,133	40,885	-5,248	49,544	-8,659	
JUL	65,693	65,120	55,906	-9,214	68,599	-12,693	
AUG	77,767	81,778	68,044	-13,734	85,749	-17,705	
SEP	90,391	96,641	78,145	-18,496	100,993	-22,848	
OCT	104,101	114,381	90,379	-24,002	120,048	-29,669	
NOV	118,440	129,609	105,651	-23,958	137,198	-31,547	
DEC	125,879	140,428	116,186	-24,242	150,537	-34,351	
JAN	136,610	147,797	116,186	-147,797	150,537	-34,351	
FEB	147,609	161,137	116,186	-161,137	150,537	-34,351	
MAR	164,592	177,963	116,186	-177,963	150,537	-34,351	
							155,280



DECEMBER 2012

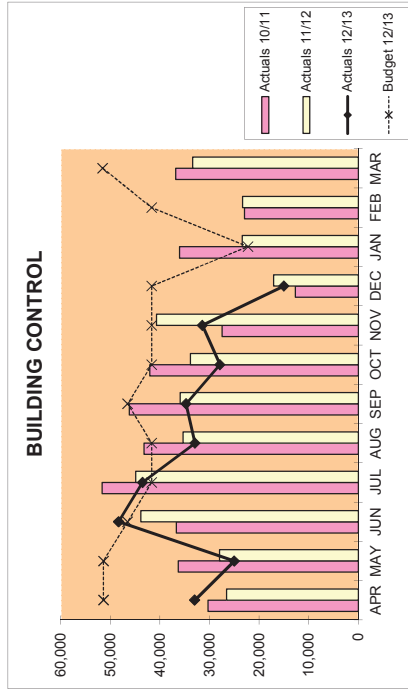
LPLNDCH

Received (Month)	Percentage (Month)	Percentage (Month) 11/12	Percentage (Month) (Cumulative)
Searches Received - Paper	£105	21	19.1%
Searches Received - Electronic	£86	73	56.6%
Searches Received - Personal	£0	41	24.3%
	£191	135	100.0%
			1,711

10 Building Control Graphs

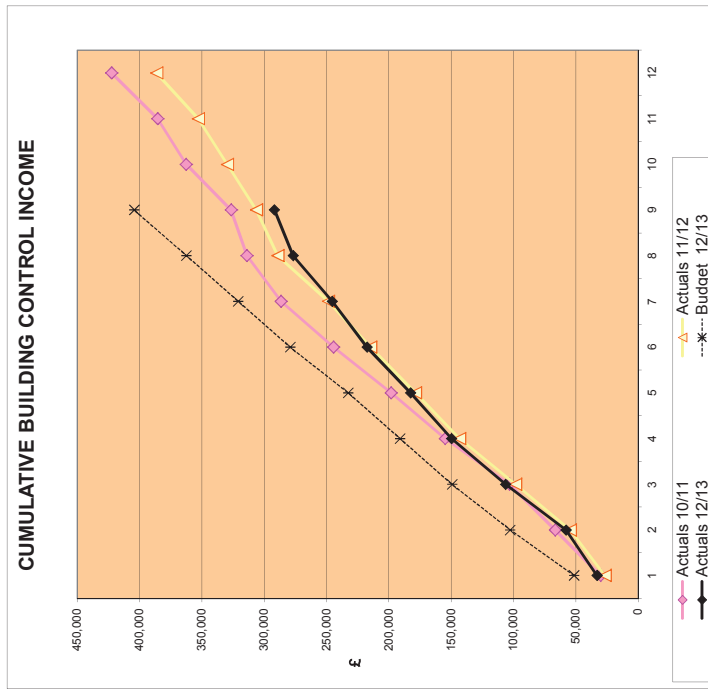
BUILDING CONTROL (DVBCFEE)

	Actuals 10/11	Actuals 11/12	Actuals 12/13	Increase / decrease from 11/12 to 12/13	Budget 12/13	Variance (Actuals-Budget)	Manager's Forecast
1 APR	30,284	26,583	32,975	6,392	51,384	-18,410	
2 MAY	36,330	28,008	24,976	-3,032	51,384	-26,408	
3 JUN	36,701	43,878	48,352	4,474	46,527	1,825	
4 JUL	51,649	44,902	43,510	-1,392	41,671	1,839	
5 AUG	43,199	35,321	32,905	-2,416	41,671	-8,766	
6 SEP	46,163	35,890	34,735	-1,155	46,527	-11,793	
7 OCT	42,044	33,837	27,882	-5,955	41,671	-13,789	
8 NOV	27,469	40,725	31,440	-9,285	41,671	-10,231	
9 DEC	12,695	17,118	15,031	-2,087	41,671	-26,641	
10 JAN	36,036	23,425		-23,425	22,245	-22,245	
11 FEB	22,935	23,315		-23,315	41,671	-41,671	
12 MAR	36,833	33,397	51,551	-33,397	51,551	-51,551	
	422,338	386,399	291,807	-94,592	519,648	-227,841	390,600



BUILDING CONTROL (CUMULATIVE)

	Actuals 10/11	Actuals 11/12	Actuals 12/13	Cumulative Increase / decrease from 11/12 to 12/13	Budget 12/13	Variance (Column E-G)	Manager's Forecast
APR	30,284	26,583	32,975	6,392	51,384	-18,410	
MAY	66,614	54,591	57,951	3,360	102,769	-44,818	
JUNE	103,315	98,469	106,303	7,834	149,296	-42,993	
JUL	154,964	143,371	149,813	6,442	190,967	-41,154	
AUG	198,163	178,692	182,719	4,027	232,639	-49,920	
SEP	244,326	214,582	217,463	2,871	279,166	-61,713	
OCT	286,370	248,419	245,335	-3,084	320,837	-75,502	
NOV	313,839	289,144	276,776	-12,368	362,509	-85,733	
DEC	326,534	306,262	291,807	-14,455	404,180	-112,373	
JAN	362,570	329,687		-329,687		0	
FEB	385,505	353,002		-353,002		0	
MAR	422,338	386,399		-386,399		0	390,600



DECEMBER 2012

DVBCFEE

	Actual	Budget	(Monthly)
Plan Fee	3066	239,948	7,813
Inspection Fee	3067	138,858	4,861
Other	9999	25,374	2,357
	291,807	404,180	15,031

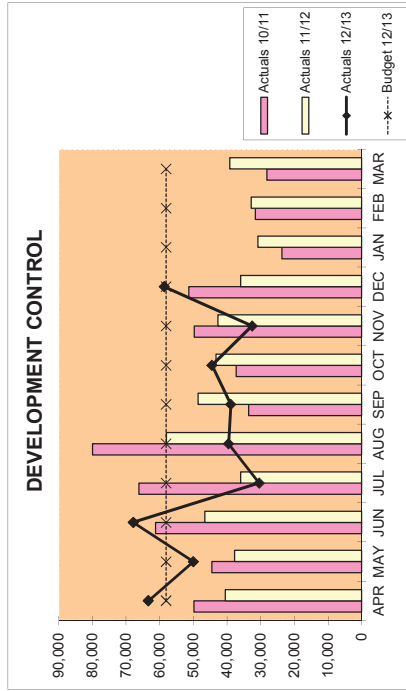
CUMULATIVE BREAKDOWN

	Actual (Cumulative)	Budget
	163,042	239,948
	109,346	138,858
	19,419	25,374
	291,807	404,180

10 Development Control Graphs

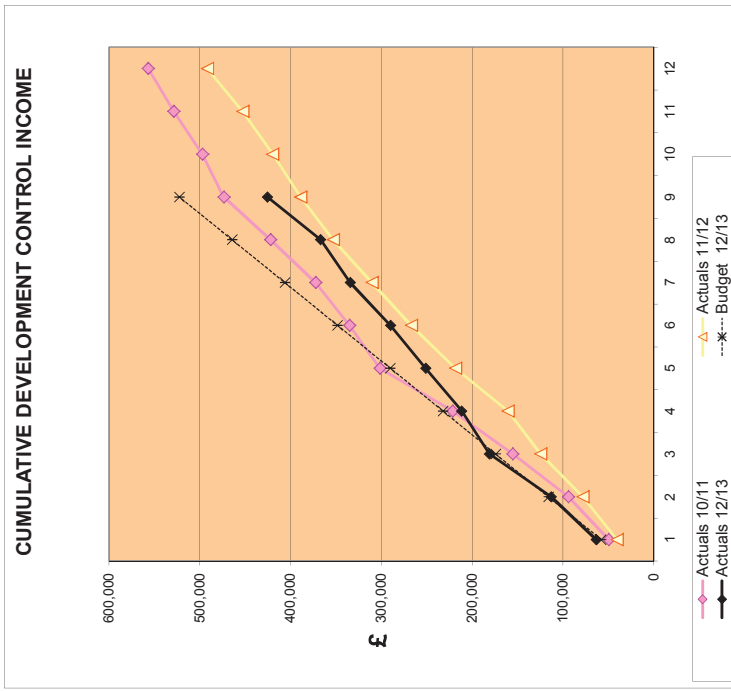
DEVELOPMENT CONTROL (DVDEVCT)

	Actuals 10/11	Actuals 11/12	Actuals 12/13	Increase / decrease from 11/12 to 12/13	Budget 12/13	Variance (Actuals-Budget)	Manager's Forecast
1 APR	49,786	40,515	63,378	22,863	58,057	5,321	
2 MAY	44,456	37,722	49,955	12,233	58,057	-8,102	
3 JUN	61,214	46,543	67,875	21,332	58,057	9,818	
4 JUL	66,145	35,903	30,448	-5,455	58,057	-27,609	
5 AUG	79,942	57,980	39,527	-18,453	58,057	-18,530	
6 SEP	33,610	48,611	38,837	-9,774	58,057	-19,220	
7 OCT	37,246	43,214	44,434	1,220	58,057	-13,623	
8 NOV	49,751	42,649	32,532	-10,117	58,057	-25,525	
9 DEC	51,341	35,907	58,588	22,681	58,057	531	
10 JAN	23,650	30,824		-30,824	58,057	-58,057	
11 FEB	31,622	32,829		-32,829	58,057	-58,057	
12 MAR	28,116	39,201		-39,201	58,057	-58,057	
	556,879	491,898	425,574	-66,324	696,684	-271,110	571,684



DEVELOPMENT CONTROL (CUMULATIVE)

	Actuals 10/11	Actuals 11/12	Actuals 12/13	Cumulative Increase / decrease from 11/12 to 12/13	Budget 12/13	Variance (Column E-G)	Manager's Forecast
APR	49,786	40,515	63,378	22,863	58,057	5,321	
MAY	94,242	76,237	113,333	35,096	116,114	-2,781	
JUNE	155,456	124,780	181,209	56,429	174,171	7,038	
JUL	221,601	160,683	211,657	50,974	232,228	-20,572	
AUG	301,543	218,663	251,184	32,521	290,285	-39,101	
SEP	335,153	267,274	290,020	22,746	348,342	-58,322	
OCT	372,399	310,488	334,454	23,966	406,399	-71,945	
NOV	422,150	353,137	366,986	13,849	464,456	-97,470	
DEC	473,491	389,044	425,574	36,530	522,513	-96,939	
JAN	497,141	419,868		-419,868		0	
FEB	528,763	452,697		-452,697		0	
MAR	556,879	491,898		-491,898		0	571,684



DECEMBER 2012

DVDEVCT

	Actual	Budget	(Monthly)
Planning Application Fees	3009	425,075	56,367
S106 Monitoring	3706	-	-
Other	9999	-	-
Pre-application Fees	94301	58,813	1,321
Monitoring Fees	94302	38,625	900
	425,574	522,513	58,588

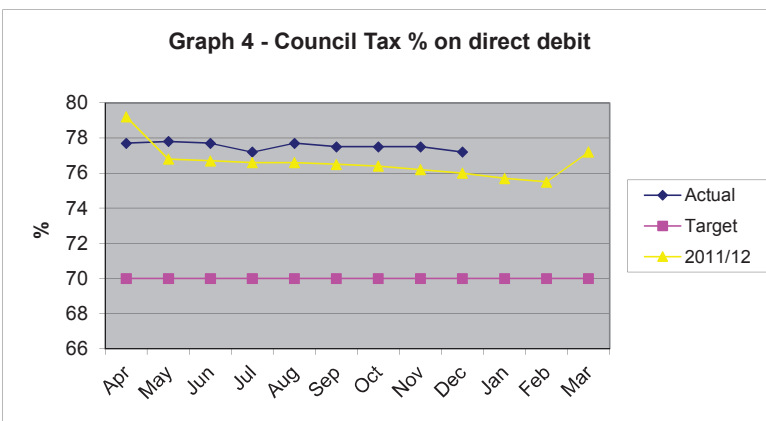
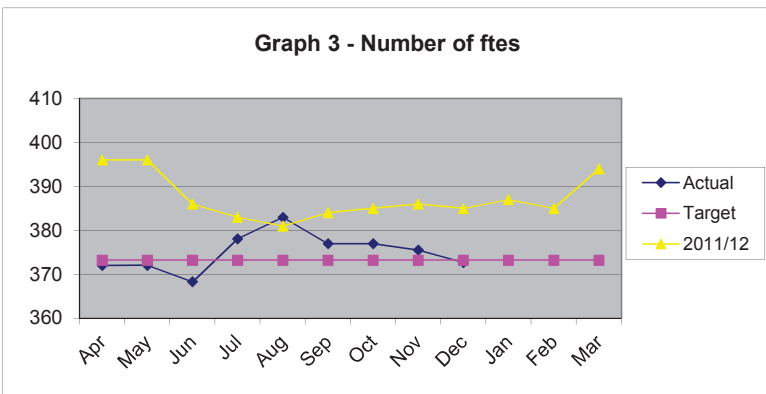
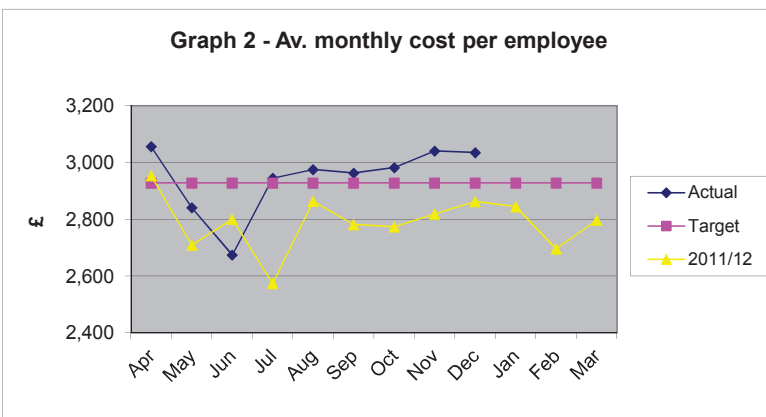
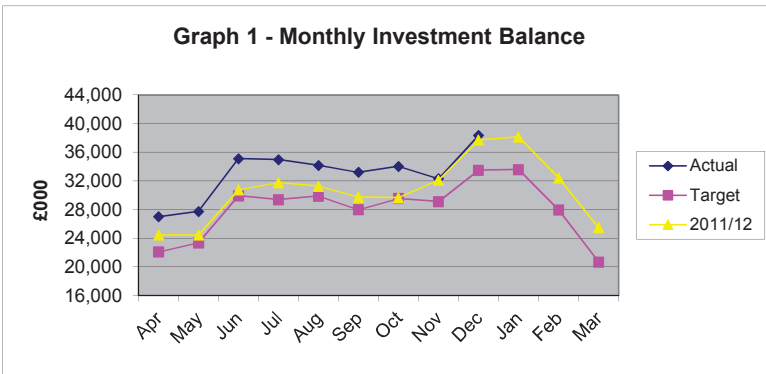
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**Finance Advisory Group Finance Indicators 2012/13
as at end December 2012**

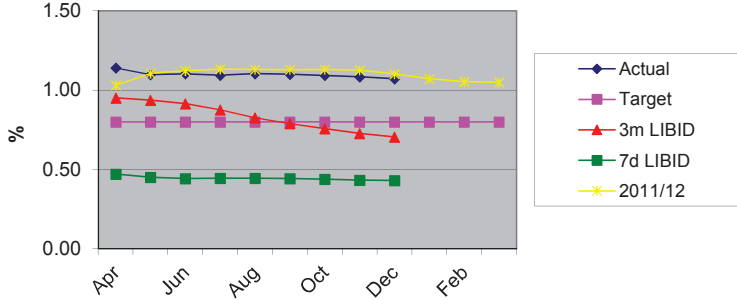
Description	target	actual	Variance	notes	graph
Monthly investment balance £000	23,355	38,373	15,018	64.3%	1
				Total investments at month end. Precepts are paid in 10 instalments of roughly £6m, but not in June or December. Therefore, we receive cashflow benefits until the last 2 precept payments go out in February and March. The target figures have been updated to reflect the Balance Sheet position as at 31/03/11.	
Average monthly cost per employee (non cumulative) £	2,928	3,036	108	3.7%	2.00
				Target is annual pay budget divided by budget ftes, figures include agency and casual staff. Actuals excludes costs and fte of Agency staff at Dunbrik.	
Number of ftes	373.2	372.7	-0.5	-0.1%	3
				Target is budgeted ftes.	
Council Tax % collected for 2012/13	87.6	87.6	0.0	0.0%	-
				LPIFS 19. Monthly cumulative figures	
NNDR % collected for 2012/13	88.0	86.5	-1.5	-1.7%	-
				LPIFS 20. Monthly cumulative figures.	
Council Tax payers % on direct debit	70.0	77.2	7.2	10.3%	4
				LPIFS8 - % on direct debit	
Investment return %	0.80	1.07	0.27	34.0%	5
3 month LIBID		0.7042	0.70		
7 day LIBID		0.4292	0.43		
				Cumulative return on investments. Target is budget assumption	
Sundry debtors: debts over 61 days £000	35	41,331	6	18.1%	6
				21 days is taken as the base as the first reminder is issued after 3 wks.	
	20	19,699	0	-1.5%	7
				61 days is when the third reminder is issued (debts exclude items on 'indefinite hold', e.g. debtors in administration)	

Agenda Item 10

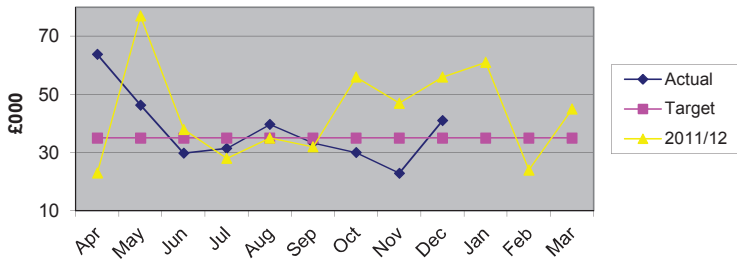
Finance Advisory Group Finance Indicators 2012/13 as at end December 2012



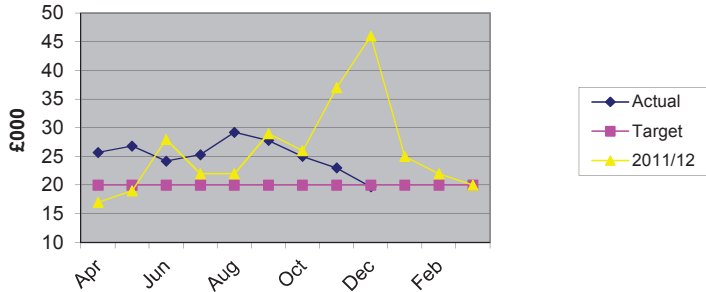
Graph 5 - Investment Return %



Graph 6 - Sundry debts over 21 days



Graph 7 - Sundry debts over 61 days



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