

Budget Monitoring Sheets for October 2011

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BUDGET MONITORING - Strategic Commentary - As at 31 October 2011

Overall Financial Position

1. Seven months into the year the results to date show an overall favourable variance of £84,000, an improvement when compared with the previous month.
2. The year-end position is forecast to be £46,000 better than budget; a slight reduction when compared with September.

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, and a favourable forecast is shown to reflect this improved position. However, please see emerging risks below.
4. Looking at the other main income sources, the position remains difficult. Car Park income has continued its trend of adverse monthly variances and is showing a small adverse variance. Building Control, Land Charges, Development Control and On-street Parking continue to show adverse variances, though the position for Land Charges is improving slightly.
5. Community Development external funding is ahead of profile, contributing to the favourable variance at present, but this will not have any impact on the year-end results.
6. **Pay costs** – the favourable trend has continued and the underspend for the year to date is now £254,000. Almost all services are showing a small underspend; in some cases these are offset by agency staff costs, but there are a number of favourable variances forecast for year-end.
7. **Other** – Direct Services' results show an adverse variance of £77,000 compared to budget, due to increased fuel and waste disposal costs.

Year End Forecast

8. Following a review by Heads of Service, the year-end position is forecast to be £46,000 better than budget, a slight reduction when compared with the previous month. Adverse variances have been forecast to reflect the fact that some savings from partnership working are not expected to be achieved for the full year and for variable income sources such as Building Control and On-street parking. Favourable variances has been forecast for investment income and against some salary budgets.

Risk areas

9. The current economic situation continues to have a real and potential impact on the Council's finances:

- The number of institutions meeting the Council's credit rating criteria of 'AA-' or better has reduced by three and the alternatives for placing funds will produce lower investment returns;
- property related income such as Development Control, Building Control, Land Charges and Capital Receipts remain vulnerable and parking income is also struggling;
- the Benefits workload is continuing at a higher level than before the recession, which is having an impact on processing times (though an action plan is in place 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
- diesel prices continue at a high level and the financial impact seen in the last financial year is continuing.

10. Staff turnover remains relatively low. This has a positive impact on service delivery but puts at risk the achievement of the vacant post saving in future years. Conversely, in some specialist areas, experienced staff are proving difficult to recruit and so temporary staff are being used to cover vacancies. Where appropriate, apprenticeships are being considered to increase the pool of trained staff.

11. Planned savings through the generation of income, particularly from new partnership working, remain risk areas for the current and for future years. However, on a positive note, the Building Control Manager partnership with Tonbridge and Malling Borough Council is now in place and the business case for the Environmental Health partnership with Dartford Borough Council has been approved by Members at both authorities.

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Community Development – October 2011 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)
Community Development Service Provisions	6	15	This is additional income to the Council from sale of Community Safety and health services to other Districts.
Partnership – Child (Ext Funded)	19		This is external funding received in advance and will be zero at the year end.
Partnership – Home Office (Ext Funded)	45		This is external funding received in advance and will be zero at the year end.
PCT Initiatives (Ext Funded)	18		This is additional external funding for services provided to Tunbridge Wells. Some will be spent on services to Tunbridge Wells and some will be additional income for the Council which appears in the 'Community Development Service Provisions' forecast above.
Local Strategic Partnership (Ext Funded)	-11		This relates to externally funded revenue projects bid for during the year. The cost to the Council is nil at year end and the funds have already been received by the Council but are held in a different budget.
Cumulative Salaries (Ext Funded)	-16		Additional external income will offset this additional externally funded expenditure and this will be zero at the year end.
Capital – Local Strategic Partnership	-11		This relates to externally funded capital projects bid for during the year. The cost to the Council is nil at year end and the funds have already been received by the Council but are held in a different budget.
Capital – Parish Projects	36		Currently, there are two village hall projects that will possibly come forward during this financial year totalling up to £20k.

Future Issues/Risk Areas

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Head of Community Development November 2011

ITEM 1

(3)

Development Services – October 2011 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)
Local Development Framework	39	5	The variance is in part due to a variation from the profiled budget in the payment of grants to external bodies for which we expect to receive payment requests this year. There is also a variation in the salaries budget due to delay in filling a vacant post.
Planning – Appeals	4	-10	The anticipated variance is due to forthcoming public inquiries (see note 2 below). There is an increase in the number of public inquiries compared with recent years.
Planning – Dev. Control	19	3	Several staff worked reduced hours. Vacancy not filled at start of year. Planning Application Fee Income is consistent with the profiled budget but S106 and pre-application income is below expectation at present.
Cumulative Salaries	57	58	Several staff worked reduced hours. Vacancy not filled at start of year. Variance is also due to the trial arrangement for the Planning Services Manager post.

Future Issues/Risk Areas

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| <ol style="list-style-type: none"> 1. Planning fee income trends are relatively volatile. 2. Anticipate extra costs from:- public inquiries at Badgers Mount, Combe Bank Cemetery, Four Winds – Westerham, Scollops Farm, Ide Hill and a Judicial Review (Serpentine Road, Sevenoaks). |
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Head of Development Services November 2011

Environmental & Operational Services – October 2011 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)
Building Control	-53	-41	Income £52,000 below budget profile for statutory work. Forecast total income for year £430,000 against an income budget of £480,000. Estimated £30,000 savings on structural checking budget. Budget includes income of £34,000 for sharing Building Control Manager with Tonbridge and Malling Borough Council on a 50:50 basis. This arrangement commenced on 3 rd October 2011 (£21,000 shortfall).
Car Parks	-14		NNDR charges for full year £13,000 over budget. Income £6,000 below profile.
CCTV	-20	-30	Budget contains £48,000 unidentified income, including contribution from Kent Police which will not be received. Savings on transmission costs.
Clean Air	19		£20,000 for use of Consultants profiled to have been spent but will be spent later in the year.
On-Street Parking	-47	-25	Income £21,000 below profile due mainly to day ticket and penalty charge notice income. Expenditure incurred with implementing the Knockholt Station pay and display scheme which will be offset by income from the scheme for the remainder of the financial year.
Licensing Partnership Hub (Trading)	19	10	Savings on hub costs for full year estimated at £32,000 of which SDC's 'share' approximately £10,000.
Licensing Regime	-26	-30	Budget contains £30,000 (profile £15,000) for bringing two new partners into the Licensing Partnership – new partners not yet identified.
Parks & Recreation Grounds	-24	-20	Budget contains additional £20,000 income from Hollybush Bowls Club for rent to reflect actual cost of maintaining Bowls Green (or the transfer of the Green with full maintenance liability). Negotiations underway and transfer agreed, in principle, but not to take effect until April 2012. Other additional costs offset by savings on Estate Management Grounds and Parks Rural budgets.
Parks – Rural	18	20	Small savings over a wide range of budget headings.
Public Health	-38	-70	Budget contains £100,000 savings for implementation of shared working arrangements with Dartford Borough Council (£8,333/month). Implementation will not be achieved until April 2012. Some savings achieved on this budget by not filling vacant posts pending shared working agreement.

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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	28	30	Income above profile for recycling credits received in respect of fourth quarter in 2010/11 that were not booked back into old year (actual income received higher than estimated income to be booked back). First quarter recycling income for 2011/12 now received.
Street Naming	6	5	Income for charging exceeding budgets.
Support – Direct Services	17		Savings on internal printing and mobile phones to be investigated. Savings on training, but courses need to be delivered for driver and health and safety training.
Taxis	14		Income higher than profile due to driver licence income to be spread over three financial years.
Cumulative Salaries – Operational Services	59		Savings on direct services salaries reflected in trading accounts, offset by expenditure on agency staff to maintain services.
Cumulative Salaries – Environmental Health	19	30	Savings on salaries reflected in Environmental Health Service Budgets.
Cumulative Salaries – Parking & Amenity Services	20	25	One Civil Enforcement Officer post not filled and to be deleted from the establishment. Reflected in service budgets for car parks and on-street parking.
Capital – Playground Improvements	25		Work on playground in Edenbridge now to commence following approval of external funding to match Council budget for this project. Scheme to be completed by December 2011.
Capital – Vehicle Purchases	385		Delays on new vehicle deliveries. Vehicle replacement programme will be achieved within overall budget. Any in year underspends are carried forward into the vehicle replacement fund.
Direct Services Trading Account	-78	-23	Surplus at end of October is £46,000 against profiled surplus of £123,000. Diesel costs £20,600 over budget. Latest diesel cost at £1.14 per litre. Higher than budgeted costs for disposal of trade waste and cesspools.

Future Issues/Risk Areas

Richard Wilson

Head of Environmental & Operational Services November 2011

ITEM 1

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Finance & Human Resources – October 2011 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)
AMF Argyle Road	15		Timing difference only, no impact expected on year end.
AMF Leisure	-12		Timing difference only, no impact expected on year end.
Benefits Admin	-12		
Dartford Partnership Hub (SDC Costs)	-28		All costs for Revenues, Benefits, Audit and Fraud partnership with Dartford BC now shown together. Expenditure across both authorities on these services being combined and balance due from DBC calculated.
Estates Management – Buildings	-18		Timing difference only, no impact expected on year end.
Markets	59	85	Additional income obtained, reflected in forecast.
Members	12	10	Slightly below budget on Members' allowances. Forecast amended accordingly.
Revenues & Benefits Partnership	-203		These are the implementation costs for the project that are to be shared 50:50 with DBC and funded from reserves.
Admin Expenses – Finance	13		Keeping under review but no revised forecast at this stage.
Support – Central Offices	11	18	Forecast reflects likely underspend on electricity costs (£10k) plus income from Moat Housing for use of the building from 1 December 2011 (£8k).
Support – Contact Centre	16		Currently operating below establishment with lower graded staff, also transfer required from this code, which will reduce the underspend. Two maintain service delivery levels so forecast unchanged at present.
Support – Finance Function	26	10	Forecast reflects current underspend on pay costs. Forecast variance does not reflect full underspend due to possible need to buy in extra resources to deliver on key projects required to deliver programmed savings for 2012-13.
Support – Local Offices	-24		Swanley Town Council paid for local office contract for Oct to March. To amend profile accordingly.
Support – Personnel	-13	-23	Reflects the use of agency staff to cover the HR Manager vacant post, which is essential to maintain an adequate HR service.

ITEM 1

(7)

Service	Variance to date £'000 (Minus is bad news)	Forecast Annual Variance £000	Explanation of variance and action planned (including changes from previous month)
Support – Property Function	21	16	Reflects underspend on pay costs in current year (part of saving already planned for future years).
Cumulative Salaries	55	3	Underspends across a number of headings, reflected in comments above.
Capital – Sevenoaks Town Centre	84		Timing of expenditure under this heading is difficult to forecast.
Capital - Horton Kirby Village Hall	-27		To be funded from S106 monies, no net cost to SDC.

Future Issues/Risk Areas

Investment income - number of counterparties with AA- or better ratings has fallen by three; the remaining options for placing the Council's investments are few and the interest rate likely to be achieved reduced.
Benefits Admin – still experiencing a very high level of activity, with an impact on performance and potentially costs.

**Head of Finance & Human Resources
November 2011**

Housing & Communications – October 2011 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)
Consultation & Surveys	10		Changes to service being made resulting in some savings in the Communication budget from 1 st April 2012.
Homeless	-24		There has been increased need for B&B due to the recession but with initiatives in place the year end target is correct.
Housing Option – Trailblazer	-21		External funding and nil cost to SDC.
Private Sector Housing	13	14	A Housing Standards Officer now undertakes the Climate Change work (post amalgamated making corporate savings).
Cumulative Salaries	-12	-13	Agency workers employed in Social Housing due to Officers leaving and sickness. Cost met from external funding.
Cumulative Salaries – Ext Funded	-4	4	Savings made from original Climate Change Officer post.
Capital – Improvement Grants	235		It is difficult to predict when works will be completed but bottom line is correct.
Capital – WKHA Adaps for Disabled	-66		It is difficult to predict when works will be completed but bottom line is correct.
Capital - RHPCG 10-11 SDC	-15		External funding and nil cost to SDC.
Capital - Hever Road Gypsy Site	-162		External funding and nil cost to SDC.
Capital - Hever Road Gypsy Site – Bomb Disposal	-10		External funding and nil cost to SDC.

Future Issues/Risk Areas

Head of Housing & Communications November 2011

ITEM 1

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IT & Facilities Management – October 2011 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)
AMF IT	-82		Requires re-profiling due to changes in project timings and associated spend.
Support – Central Offices – Facilities	15	16	Underspend forecast due to savings in postage and stationery.
Support – General Admin	28	-16	Worst case scenario of possible under achievement in internal print income (£10k of which is forecast by Legal).
Support – IT	82		Year end position expected to be on target. Current variance due to timings of project spend changing according to available resource.

Future Issues/Risk Areas

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**Head of IT & Facilities Management
November 2011**

Legal & Democratic Services – October 2011 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)
Action & Development	-23		Adverse variance is related to a 50% contribution to the Consultants engaged for the Environmental Health shared service work with Dartford BC and legal fees and costs relating to a Planning Appeal at Amherst Hill. An Action & Development Reserve is in place from which monies will be drawn down at year end, resulting in a nil variance.
Corporate Management	33	55	The positive variance is due to a current underspend against profile on Audit Fees with some invoices not yet received. It is forecast that Audit Fees will be £50k lower than first anticipated and this is reflected in a revised forecast for that budget line. There are no other significant variances in the Corporate Management budget.
Corporate Savings	25	-42	Vacant Posts savings target for 2011/12 has been met for the year and the forecast amended accordingly. However adverse variance of £41k remains across the Corporate Savings budget with one-off savings targets currently a high risk. Budget line for '10k one off savings' to be forecast as a £10,816 adverse variance.
Committee Admin	4	10	Savings on salaries.
Elections	11		Cash will be drawn down from the reserve earmarked for district elections when the exact costs are known.
Administrative Expenses	-3	10	Unlikely to spend full budget on internal printing.
Support – Legal Function	-33	-44	Unlikely to receive full amount against income budget for S106 work of £30k. Now expecting similar income levels to 2010/11 of £5k. Market conditions not conducive to raising income from S106 agreements. Unlikely to achieve income budgets – see note on salaries below.
Cumulative Salaries	44	75	Underspend on salaries, offsetting non receipt of income from sharing staff with Tonbridge and Malling (Legal) and Maidstone (Democratic Services). Recruitment delays in filling some posts has helped to offset difficulty in achieving income budget within Legal services.

Future Issues/Risk Areas

Income from land charges searches (budget of £185k) remains a very high risk area. National legal action now underway in relation to Personal Search companies recouping monies expended under previous legislation.

Head of Legal & Democratic Services November 2011

ITEM 1

(11)

2. Overall Summary

OCTOBER 11 - Final

	Period	Period	Period	Period	Y-T-D	Y-T-D	Y-T-D	Y-T-D	Annual	Annual	Annual	2010/11
	Budget	Actual	Variance	Variance	Budget	Actual	Variance	Variance	Budget	Forecast (including Accruals)	Variance	Actual
	£'000	£'000	£'000	%	£'000	£'000	£'000	%	£'000	£'000	£'000	£'000
Community and Planning												
Community Development	102	102	0	0.3	660	554	106	16.0	1,151	1,136	15	887
Development Services	102	103	- 1	-0.6	801	731	70	8.8	1,376	1,374	2	1,672
Environmental and Operations	291	314	- 23	-7.9	1,813	1,880	- 67	-3.7	2,862	3,013	- 151	3,979
Housing and Communications	42	68	- 26	-63.1	551	550	0	0.1	923	909	14	1,014
Total Community and Planning	537	586	- 50	-9.2	3,825	3,716	109	2.9	6,312	6,432	- 120	7,552
Corporate Resources												
Finance and Human Resources	372	338	33	8.9	2,764	2,866	- 102	-3.7	4,782	4,666	116	5,589
IT and Facilities Management	116	61	55	47.2	912	865	47	5.1	1,654	1,654	-	1,704
Legal and Democratic Services	119	117	2	1.4	759	751	8	1.1	1,364	1,375	- 10	1,564
Total Corporate Resources	606	516	89	14.8	4,435	4,481	- 47	-1.1	7,800	7,695	106	8,857
NET EXPENDITURE (1)	1,142	1,102	40	3.5	8,260	8,197	63	0.8	14,112	14,127	- 14	16,409
<u>Adjustments to reconcile to Amount to be met from Reserves</u>												
Removal of Asset Maintenance Variance	-	- 32	32	-	-	- 56	56	-	-	-	-	72
Direct Services Trading Accounts	- 7	6	- 13	- 185.7	- 123	- 46	- 77	- 62.6	- 74	- 51	- 23	- 17
Capital charges outside General Fund	- 4	- 4	- 0	- 0.0	- 27	- 27	- 0	- 0.0	- 47	- 47	-	- 47
Support Services outside General Fund	- 16	- 16	- 0	- 0.1	- 115	- 115	0	0.1	- 220	- 220	-	- 216
Redundancy Costs - all	-	-	-	-	-	15	- 15	-	-	-	-	244
NET EXPENDITURE (2)	1,115	1,056	59	5.3	7,995	7,968	27	0.3	13,771	13,809	- 37	16,445
Government Grant	- 428	- 428	-	0.0	- 2,999	- 2,999	-	-	- 5,141	- 5,141	-	- 6,348
Council Tax Requirement - SDC	- 767	- 767	-	0.0	- 5,366	- 5,366	-	-	- 9,199	- 9,199	-	- 9,172
NET EXPENDITURE (3)	- 80	- 139	59	-73.4	- 370	- 397	27	7.2	- 569	- 531	- 37	925
<u>Summary including investment income</u>												
Net Expenditure	- 80	- 139	59	- 73	- 370	- 397	27	7.2	- 569	- 531	- 37	925
Investment Impairment	-	-	-	-	-	-	-	-	-	-	-	-
Interest and Investment Income	- 17	- 30	13	-80.3	- 102	- 181	79	77.2	- 153	- 237	84	- 335
Overall total	- 97	- 169	72	- 154	- 472	- 578	105	84	- 722	- 768	46	590
Planned appropriation (from)/to Reserves									722	722	-	-
Supplementary appropriation from Reserves									-	-	-	- 171
Surplus									-	- 46	46	419

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

OCTOBER 11 - Final	Period	Period	Period	Period	Y-T-D	Y-T-D	Y-T-D	Y-T-D	Annual	Annual	Annual	2010/11
	Budget	Actual	Variance	Variance	Budget	Actual	Variance	Variance	Budget	Forecast (including Accruals)	Variance	Actual
	£'000	£'000	£'000	%	£'000	£'000	£'000	%	£'000	£'000	£'000	£'000
Community Development												
SDC Funded												
8 to 12 project	2	2	-0	-19.7	13	13	0	3.7	23	23	-	23
Arts Development	-	-	-	-	0	0	0	-	-0	-0	-	5
All Weather Pitch	-0	-0	0	-	-1	-1	0	8.2	-2	-2	-	-2
Community Activity	-	0	-0	-	-	1	-1	-	-	-	-	-
Community Development Service Provisions	-	-	-	-	-	-6	6	-	-	-15	15	-12
Community Safety	16	14	2	11.9	116	108	8	7.1	201	201	-	167
The Community Plan	4	4	0	11.4	32	28	4	11.5	55	55	-	51
Economic Development	3	4	-2	-67.9	26	34	-7	-28.3	41	41	-	19
Grants to Organisations	1	1	0	4.2	181	180	1	0.3	186	186	-	225
Health Improvements	3	3	-0	-6.1	23	23	-0	-1.3	39	39	-	50
Leisure Contract	49	48	1	2.4	179	176	4	2.1	330	330	-	446
Leisure Development	5	5	0	2.4	15	15	0	2.4	22	22	-	20
Administrative Expenses - Community Dev.	1	-0	1	112.5	7	4	3	40.9	11	11	-	13
Sporting Services	-	-	-	-	-	-0	0	-	-	-	-	-364
STAG Community Arts Centre	-	25	-25	-	75	75	-0	-0.0	100	100	-	100
Sustainability	1	1	0	2.5	10	9	0	2.8	17	17	-	22
Tourism	-9	1	-10	-105.4	30	27	3	8.8	53	53	-	39
West Kent Partnership	4	2	2	42.5	-3	-4	2	54.4	0	0	-	-
Youth	6	4	2	32.4	44	38	7	14.8	76	76	-	84
Total Community Development (SDC Funded)	86	115	-29	-34.0	748	720	28	3.8	1,151	1,136	15	886
Externally Funded												
Partnership - Child	-	-5	5	-	-	-19	19	-	0	0	-	-
Partnership - Home Off	-	-1	1	-	-31	-75	45	146.0	-0	-0	-	-
Choosing Health WK PCT	16	13	3	17.4	-58	-54	-4	-7.0	0	0	-	-
Falls Prevention	-	0	-0	-	-	-1	1	-	-	-	-	-
Future Jobs (Ext Funded)	-	-1	1	-	-	-1	1	-	-	-	-	-
Kent Community Alcohol Partnership	-	-0	0	-	-	-0	0	-	-	-	-	-
Local Strategic Partnership (Ext Funded)	-	-9	9	-	-	-9	9	-	-	-	-	-
PCT Initiatives	-	-17	17	-	-	-18	18	-	-	-	-	-
Skateboarding	-	-1	1	-	-	-1	1	-	-	-	-	-
Local Strategic Partnership	-	6	-6	-	-	11	-11	-	-	-	-	-
Total Community Development (Ext Funded)	16	-14	30	185.8	-88	-166	78	88.1	0	0	-	-
Total Community Development	102	102	0	0.3	660	554	106	16.0	1,151	1,136	15	886

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

OCTOBER 11 - Final	Period	Period	Period	Period	Y-T-D	Y-T-D	Y-T-D	Y-T-D	Annual	Annual	Annual	2010/11
	Budget	Actual	Variance	Variance	Budget	Actual	Variance	Variance	Budget	Forecast (including Accruals)	Variance	Actual
	£'000	£'000	£'000	%	£'000	£'000	£'000	%	£'000	£'000	£'000	£'000
Development Services												
Bridleways / Footpath Diversions	0	0	0	-	1	1	0	0.3	2	2	-	2
Conservation	4	4	0	0.3	27	27	0	1.7	47	47	-	75
Local Development Framework	28	29	-0	-1.5	227	188	39	17.2	446	441	5	488
LDF Expenditure	-	1	-1	-	-	1	-1	-	-	-	-	-
Planning - Appeals	12	11	0	3.7	89	85	4	4.4	151	161	-10	187
Planning - Counter	-0	-0	0	-	-0	-0	-0	-	-1	-1	-	-
Planning - Dev. Control	36	37	-1	-1.8	289	270	19	6.6	446	443	3	606
Planning - Enforcement	21	20	0	1.7	151	147	4	2.9	258	254	4	281
Planning - Office Refurb.	-	-	-	-	-	-	-	-	-	-	-	-
Administrative Expenses - Development Control	2	1	0	27.0	16	11	5	30.9	25	25	-	34
Administrative Expenses - Policy and Env.	-	-	-	-	-	-0	0	-	-	-	-	1
Total Development Services	102	103	-1	-0.6	801	731	70	8.8	1,376	1,374	2	1,674

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

OCTOBER 11 - Final	Period	Period	Period	Period	Y-T-D	Y-T-D	Y-T-D	Y-T-D	Annual	Annual	Annual	2010/11
	Budget	Actual	Variance	Variance	Budget	Actual	Variance	Variance	Budget	Forecast (including Accruals)	Variance	Actual
	£'000	£'000	£'000	%	£'000	£'000	£'000	%	£'000	£'000	£'000	£'000
Environmental and Operational Services												
Asset Maintenance Car Parks	1	-	1	100.0	5	-	5	100.0	8	8	-	-
Asset Maintenance CCTV	1	0	1	83.2	6	2	4	70.8	11	11	-	15
Asset Maintenance Countryside	0	4	-4	-	3	8	-5	-143.7	6	6	-	3
Asset Maintenance Direct Services	2	6	-4	-245.2	13	14	-1	-9.5	22	22	-	31
Asset Maintenance Playgrounds	1	0	1	79.2	8	1	6	80.9	13	13	-	-
Asset Maintenance Public Toilets	1	-	1	100.0	8	1	7	82.0	14	14	-	6
Building Control	-9	-6	-3	-35.7	-89	-36	-53	-59.6	-123	-82	-41	-38
Car Parks	-60	-51	-10	-16.0	-848	-834	-14	-1.6	-1,554	-1,554	-	-1,475
CCTV	12	19	-7	-58.8	150	170	-20	-13.4	230	260	-30	264
Civil Protection	1	0	1	93.2	7	5	2	29.1	11	11	-	41
Clean Air	7	5	2	23.8	79	60	19	24.2	116	116	-	100
Contaminated Land	4	4	0	8.7	30	27	3	8.9	51	51	-	49
Dangerous Structures	2	1	0	18.5	13	13	-0	-0.7	22	22	-	20
On-Street Parking	-22	-27	5	21.2	-197	-150	-47	-23.9	-347	-322	-25	-222
Emergency	5	4	1	10.4	34	32	2	5.6	59	59	-	56
EstMan - Grounds	8	6	1	19.6	53	50	3	5.0	91	91	-	78
Licensing Health	4	4	0	5.3	28	29	-2	-6.0	35	35	-	31
Licensing Partnership Members	-	-	-	-	-	-	-	-	-	-	-	-
Licensing Partnership Hub (Trading)	-0	-7	7	-	-1	-20	19	2,437.1	-	-10	10	-
Licensing Regime	-13	-10	-3	-20.5	-0	26	-26	-	3	33	-30	49
Minibus	1	-	1	100.0	5	1	4	88.8	9	9	-	333
Noise Control	7	7	0	3.8	49	47	2	3.4	88	88	-	90
Parks and Rec.Grds	8	11	-3	-42.9	48	72	-24	-50.0	88	108	-20	131
Parks - Rural	-7	-7	-0	-0.3	44	26	18	41.4	81	61	20	107
Pest Control	-	-	-	-	-0	-	-0	-	-0	-0	-	4
Public Health	33	40	-7	-22.9	228	266	-38	-16.8	390	460	-70	541
Public Transport Support	0	0	0	-	1	1	0	15.9	1	1	-	1
Refuse Collection	196	199	-3	-1.6	1,323	1,295	28	2.2	2,155	2,125	30	2,134
Administrative Expenses - Building Control	1	0	1	80.6	5	4	1	16.0	9	9	-	9
Administrative Expenses - Community Director	1	0	0	78.4	7	4	3	47.3	10	10	-	13
Administrative Expenses - Direct Services	-	-0	0	-	-	0	-0	-	-	-	-	-
Administrative Expenses - Health	2	0	2	90.5	13	8	4	34.6	23	23	-	16
Administrative Expenses - Transport	0	0	-0	-	5	3	2	43.7	6	6	-	4
Street Naming	1	1	0	17.3	7	2	6	79.4	13	8	5	6
Street Cleansing	104	106	-3	-2.4	717	726	-9	-1.2	1,224	1,224	-	1,399
Support - Direct Services	4	1	2	63.6	28	10	17	62.5	47	47	-	40

Support - Health and Safety	1	1	1	40.7	9	6	3	28.7	16	16	-	54
Taxis	- 5	- 3	- 2	- 48.2	- 12	- 25	14	116.0	- 14	- 14	-	- 19
Air Quality (Ext Funded)	-	-	-	-	-	-	-	-	-	-	-	-
Public Conveniences	4	3	0	3.7	35	36	- 1	- 1.7	49	49	-	107
Total Environmental and Operational Services	291	314	- 23	- 7.9	1,813	1,880	- 67	- 3.7	2,862	3,013	- 151	3,978

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

OCTOBER 11 - Final	Period	Period	Period	Period	Y-T-D	Y-T-D	Y-T-D	Y-T-D	Annual	Annual	Annual	2010/11
	Budget	Actual	Variance	Variance	Budget	Actual	Variance	Variance	Budget	Forecast (including Accruals)	Variance	Actual
	£'000	£'000	£'000	%	£'000	£'000	£'000	%	£'000	£'000	£'000	£'000
Finance and Human Resources												
Asset Maintenance Argyle Road	4	-	4	100.0	30	15	15	49.9	51	51	-	38
Asset Maintenance Other Corporate Properties	3	1	2	65.3	18	19	-1	-6.6	30	30	-	48
Asset Maintenance Leisure	13	1	12	94.1	89	102	-12	-13.6	153	153	-	209
Asset Maintenance Sewage Treatment Plants	1	-	1	100.0	6	1	5	86.3	10	10	-	3
Asset Maintenance Support & Salaries	9	11	-2	-17.6	66	58	8	12.5	114	114	-	120
Benefits Admin	-	-6	6	-	-	0	-0	-	-150	-150	-	833
Benefits Grants	-52	-52	-0	-0.0	-397	-397	0	0.0	-659	-659	-	-659
Bus Station	3	4	-1	-36.1	9	7	2	18.5	12	12	-	21
Civic Expenses	0	-0	0	-	13	7	6	45.8	14	14	-	39
Concessionary Fares	-	-	-	-	-	2	-2	-	-	-	-	433
Dartford Partnership Hub (SDC costs)	150	138	13	8.6	982	1,010	-28	-2.8	1,621	1,621	-	222
EstMan - Buildings	-4	-3	-1	-30.5	-33	-15	-18	-54.0	-92	-92	-	-26
Housing Advances	0	-	0	-	2	3	-1	-36.8	4	4	-	5
Housing Premises	1	-0	1	129.0	-10	-7	-3	-31.6	-10	-10	-	34
Local Tax	-15	-13	-2	-11.1	-103	-99	-4	-4.1	-392	-392	-	224
Markets	-15	-34	19	121.0	-107	-166	59	55.0	-194	-279	85	-191
Members	27	25	2	7.2	192	179	12	6.4	342	332	10	321
Misc. Finance	132	129	3	2.2	851	842	9	1.0	2,031	2,031	-	1,927
Revenues and Benefits Partnership	-	18	-18	-	-	203	-203	-	-	-	-	119
Administrative Expenses - Corporate Director	0	0	0	-	2	2	0	11.1	4	4	-	6
Administrative Expenses - Chief Executive	1	1	1	59.0	11	4	7	61.6	18	18	-	8
Administrative Expenses - Finance	1	1	0	25.0	20	7	13	63.6	28	28	-	36
Administrative Expenses - Personnel	1	1	1	48.6	7	8	-0	-6.2	14	14	-	10
Administrative Expenses - Property	0	0	-0	-	2	1	1	43.7	2	2	-	3
Support - Central Offices	16	12	4	23.8	326	315	11	3.4	411	393	18	409
Support - Contact Centre	20	35	-15	-73.9	258	242	16	6.3	462	462	-	438
Support - Exchequer and Procurement	11	11	0	3.2	76	74	2	3.1	120	120	-	122
Support - Finance Function	16	12	4	23.2	112	86	26	23.3	231	221	10	180
Support - General Admin	16	13	3	19.3	95	95	-0	-0.2	178	178	-	215
Support - Local Offices	2	-	2	100.0	26	49	-24	-92.1	48	48	-	49
Support - Nursery	-	1	-1	-	-	2	-2	-	-	-	-	3
Support - Personnel	13	18	-5	-38.9	109	122	-13	-11.8	185	208	-23	214
Support - Property Function	9	6	2	27.4	62	41	21	33.6	107	91	16	76
Treasury Management	7	9	-2	-30.6	50	54	-4	-7.4	88	88	-	98
Total Finance and Human Resources	372	338	33	8.9	2,764	2,866	-102	-3.7	4,782	4,666	116	5,587

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

OCTOBER 11 - Final	Period	Period	Period	Period	Y-T-D	Y-T-D	Y-T-D	Y-T-D	Annual	Annual	Annual	2010/11
	Budget	Actual	Variance	Variance	Budget	Actual	Variance	Variance	Budget	Forecast (including Accruals)	Variance	Actual
	£'000	£'000	£'000	%	£'000	£'000	£'000	%	£'000	£'000	£'000	£'000
Housing and Communications												
Consultation and Surveys	1	-	1	100.0	10	-	10	100.0	17	17	-	22
Energy Efficiency	2	2	0	7.2	13	6	8	55.8	4	4	-	26
External Comms	7	6	0	4.8	67	58	9	13.7	127	127	-	127
Gypsy Sites	- 2	- 2	0	0.1	- 9	- 7	- 1	- 16.0	- 14	- 14	-	- 2
Home Improvement Agency (prev. Care and Repair)	-	-	-	-	39	39	0	1.2	39	39	-	57
Homeless	9	26	- 17	- 201.8	60	84	- 24	- 39.1	119	119	-	123
Housing	20	20	- 0	- 0.2	244	245	- 1	- 0.5	388	388	-	408
Housing Initiatives	2	0	2	98.3	11	6	5	46.5	20	20	-	8
Housing Option - Trailblazer	- 13	4	- 16	- 129.9	- 13	8	- 21	- 163.1	0	0	-	-
Needs and Stock Surveys	-	-	-	-	-	-	-	-	15	15	-	15
KCC Loan Scheme	-	-	-	-	-	- 0	0	-	-	-	-	-
Private Sector Housing	16	11	5	34.0	112	99	13	12.0	192	178	14	214
Administrative Expenses - Housing	1	3	- 2	- 321.9	7	12	- 5	- 76.0	11	11	-	22
Support - General Admin	-	- 1	1	-	-	- 8	8	-	-	-	-	- 11
Homelessness Funding	- 1	- 1	0	0.0	6	6	-	- 0.0	0	0	-	-
Leader Programme	0	0	- 0	-	3	3	- 0	- 0.6	5	5	-	5
Total Housing and Communications	42	68	- 26	- 63.1	551	550	0	0.1	923	909	14	1,014

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

OCTOBER 11 - Final	Period	Period	Period	Period	Y-T-D	Y-T-D	Y-T-D	Y-T-D	Annual	Annual	Annual	2010/11
	Budget	Actual	Variance	Variance	Budget	Actual	Variance	Variance	Budget	Forecast (including Accruals)	Variance	Actual
	£'000	£'000	£'000	%	£'000	£'000	£'000	%	£'000	£'000	£'000	£'000
IT & Facilities Management												
Asset Maintenance IT	13	5	7	56.8	68	150	- 82	- 120.5	300	300	-	192
Administrative Expenses - IT	2	0	1	78.8	13	8	5	37.2	23	23	-	21
Support - Central Offices - Facilities	22	19	3	15.1	142	128	15	10.3	266	250	16	248
Support - General Admin	25	17	9	33.6	174	146	28	16.1	291	307	- 16	330
Support - IT	54	20	34	63.4	514	432	82	15.9	775	775	-	913
Total IT & Facilities Management	116	61	55	47.2	912	865	47	5.1	1,654	1,654	-	1,704

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

OCTOBER 11 - Final	Period	Period	Period	Period	Y-T-D	Y-T-D	Y-T-D	Y-T-D	Annual	Annual	Annual	2010/11
	Budget	Actual	Variance	Variance	Budget	Actual	Variance	Variance	Budget	Forecast (including Accruals)	Variance	Actual
	£'000	£'000	£'000	%	£'000	£'000	£'000	%	£'000	£'000	£'000	£'000
<u>Legal and Democratic Services</u>												
Action and Development	0	6	- 6	-	3	26	- 23	- 709.4	6	6	-	12
Committee Admin	5	5	- 0	- 0.4	49	46	4	7.2	83	73	10	100
Corp Mgmt	70	64	6	8.1	493	460	33	6.6	943	888	55	1,012
Corporate Savings	17	-	17	100.0	25	-	25	100.0	- 43	- 1	- 42	-
Elections	6	5	1	16.8	34	23	11	31.8	66	66	-	56
Equalities Legislation	-	-	-	-	16	13	4	22.7	16	16	-	14
Land Charges	- 9	- 12	3	29.7	- 75	- 76	1	0.8	- 113	- 113	-	- 96
Performance Improvement	- 0	-	- 0	-	- 0	5	- 5	-	1	1	-	8
Register of Electors	9	16	- 7	- 76.7	64	69	- 4	- 7.0	138	138	-	119
Administrative Expenses - Legal and Democratic	5	12	- 6	- 121.6	40	43	- 3	- 7.0	68	58	10	60
Support - Legal Function	15	20	- 5	- 36.9	109	142	- 33	- 30.4	200	244	- 44	278
Total Legal and Democratic Services	119	117	2	1.4	759	751	8	1.1	1,364	1,375	- 10	1,563

4. Cumulative Salary Monitoring

OCTOBER 11 - Final

	Period	Period	Period	Period	Y-T-D	Y-T-D	Y-T-D	Y-T-D	Annual	Annual	Annual
	Budget	Actual	Variance	Variance	Budget	Actual	Variance	Variance	Budget	Forecast	Variance
	£'000	£'000	£'000	%	£'000	£'000	£'000	%	£'000	(including Accruals) £'000	£'000
Chief Executive, P.A. & Secretariat	18	18	0	0.4	126	128	- 2	- 1.8	216	216	-
Total Chief Executives Dept	18	18	0	0.4	126	128	- 2	- 1.8	216	216	-
Director, P.A. & Secretariat	23	24	- 1	- 5.8	158	160	- 2	- 1.0	271	271	-
Finance & Human Resources	239	235	4	1.7	1,676	1,622	55	3.3	2,889	2,886	3
Legal and Democratic Services	58	54	4	6.1	422	378	44	10.4	739	664	75
IT & Facilities Management	67	68	- 1	- 2.2	469	461	7	1.6	804	804	-
Total Corporate Resources	386	381	5	1.2	2,725	2,621	104	3.8	4,702	4,624	78
Director, PA and Secretariat	14	14	- 0	- 2.0	98	97	1	0.8	168	168	-
Community Development	34	34	0	1.1	250	249	2	0.6	430	430	-
Operational Services	286	268	18	6.2	2,000	1,941	59	3.0	3,429	3,429	-
Environmental Health	60	57	3	5.5	421	402	19	4.6	722	692	30
Licensing	26	23	3	12.4	185	182	4	2.0	318	318	-
Development Services	137	135	2	1.6	1,017	960	57	5.6	1,735	1,677	58
Building Control	30	27	2	8.0	207	212	- 5	- 2.5	354	354	-
Housing & Communications	45	42	3	5.9	313	325	- 12	- 4.0	536	549	- 13
Parking and Amenity Services	43	40	3	7.2	301	281	20	6.5	516	491	25
Total Community and Planning Services	675	640	35	5.1	4,793	4,650	144	3.0	8,209	8,109	100
Sub total	1,079	1,040	40	3.7	7,645	7,399	246	3.2	13,127	12,949	178
Council Wide - Vacant Posts	23	-	23	100.0	8	-	8	100.0	- 2	- 2	-
Performance Award Contingency	-	-	-	-	-	-	-	-	48	48	-
TOTAL SDC Funded Salary Costs	1,102	1,040	63	5.7	7,653	7,399	254	3.3	13,174	12,996	178
<u>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.</u>											
Community Development Ext.	6	11	- 5	- 87.6	42	58	- 16	- 37.5	73	73	-
Housing Ext.	11	17	- 6	- 53.5	76	80	- 4	- 5.5	130	126	4
	17	28	- 11	- 65.7	118	138	- 20	- 16.9	203	199	4
TOTAL All Salary Costs	1,119	1,068	51	4.6	7,771	7,537	234	3.0	13,377	13,195	182
<i>Less Allocs to Trading a/cs inc Ext Funded TASK</i>	<i>- 244</i>	<i>- 229</i>	<i>- 15</i>	<i>- 6.2</i>	<i>- 1,706</i>	<i>- 1,644</i>	<i>- 62</i>	<i>- 3.6</i>	<i>- 2,925</i>	<i>- 2,925</i>	<i>-</i>
<i>Less Allocations to Capital and Asset maint. etc</i>	<i>- 3</i>	<i>- 3</i>	<i>- 0</i>	<i>- 0.7</i>	<i>- 20</i>	<i>- 20</i>	<i>- 1</i>	<i>- 3.1</i>	<i>- 35</i>	<i>- 35</i>	<i>-</i>
<i>Council Wide Vacant Posts</i>	<i>- 23</i>	<i>-</i>	<i>- 23</i>	<i>- 100.0</i>	<i>- 8</i>	<i>-</i>	<i>- 8</i>	<i>- 100.0</i>	<i>2</i>	<i>2</i>	<i>-</i>
Check total to Pay Costs (Budget book page9)	849	836	13	1.6	6,036	5,873	163	2.7	10,418	10,236	182

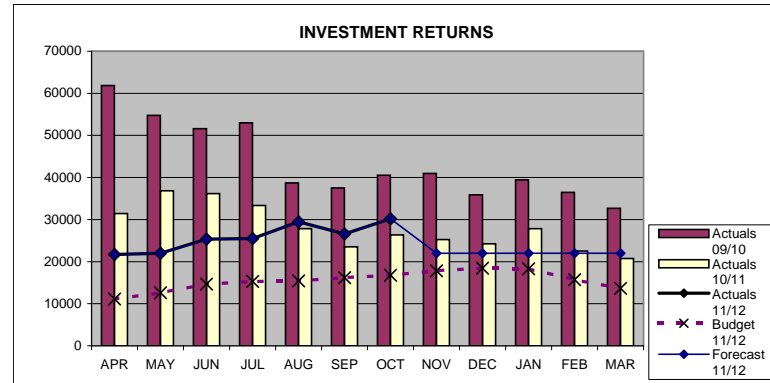
DIRECT SERVICES SUMMARY

Oct-11	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	-170	-172	1%	2	-1,196	-1,200	0%	4	-2,051	-2,052	1	59	32	27	101	-2	103
Street Cleaning	-96	-96	0%		-671	-674	0%	2	-1,151	-1,157	6	42	34	9	73	43	30
Trade	-29	-36	23%	7	-243	-235	-3%	-8	-390	-370	-20	-43	-23	-20	-46	-5	-41
Workshop	-51	-51	0%		-355	-315	-11%	-41	-609	-567	-42	-17	17	-34	-29	-7	-22
Green Waste	-33	-32	-3%	-1	-289	-290	0%	1	-376	-420	44	-114	-85	-29	-84	-70	-14
Premises Cleaning	-21	-16	-25%	-5	-150	-121	-20%	-29	-258	-212	-46	-9	10	-18	-15	8	-23
Cesspools	-23	-17	-28%	-7	-163	-136	-17%	-27	-280	-240	-40	-37	-7	-30	-63	-22	-41
Pest Control	-7	-5	-33%	-2	-65	-63	-2%	-2	-80	-85	5	-18	-15	-3		-1	1
Grounds	-11	-11	0%		-79	-79	0%		-135	-137	2	11	3	9	9	-1	10
Fleet	-68	-64	-7%	-4	-476	-441	-7%	-35	-816	-816							
Depot	-22	-21	-5%	-1	-166	-144	-13%	-22	-290	-230	-60		-6	6	-20	10	-30
Emergency	-4	-4	0%		-26	-26	0%		-45	-45		1	-5	6	2	-4	6
Total Income	-536	-524	-2%	-13	-3,881	-3,724	-4%	-157	-6,481	-6,331	-150	-123	-46	-77	-74	-51	-23
Expenditure																	
Refuse	179	181	-1%	-2	1,255	1,232	2%	22	2,151	2,050	101						
Street Cleaning	102	98	3%	4	714	707	1%	6	1,223	1,200	23						
Trade	29	27	5%	2	201	212	-6%	-11	344	365	-21						
Workshop	48	47	2%	1	338	331	2%	7	579	560	19						
Green Waste	22	25	-14%	-3	176	205	-17%	-29	293	350	-57						
Premises Cleaning	20	19	4%	1	142	131	8%	11	243	220	23						
Cesspools	18	20	-8%	-1	127	130	-2%	-3	217	218	-1						
Pest Control	7	8	-14%	-1	47	48	-4%	-2	80	84	-4						
Grounds	13	11	18%	2	90	81	10%	9	144	136	8						
Fleet	68	69	-1%	-1	476	441	7%	36	816	816							
Depot	20	21	-9%	-2	166	138	17%	28	270	240	30						
Emergency	4	3	19%	1	27	21	22%	6	47	41	6						
Total Expenditure	530	529	0%		3,757	3,677	2%	80	6,407	6,280	127						
Net	-7	6	-186%	-12	-123	-46	-62%	-77	-74	-51	-23						

INVESTMENT RETURNS

INVESTMENT RETURNS

	Actuals 09/10	Actuals 10/11	Actuals 11/12	Budget 11/12	Variance	Forecast 11/12
APR	61,847	31,431	21,722	11,105	10,617	21,700
MAY	54,783	36,831	21,983	12,591	9,392	22,000
JUN	51,598	36,164	25,342	14,677	10,665	25,300
JUL	53,006	33,361	25,498	15,269	10,229	25,500
AUG	38,709	27,858	29,446	15,442	14,004	29,400
SEP	37,534	23,532	26,586	16,215	10,371	26,600
OCT	40,524	26,352	30,200	16,748	13,452	30,200
NOV	40,982	25,254		17,846		22,000
DEC	35,869	24,240		18,460		22,000
JAN	39,423	27,832		18,302		22,000
FEB	36,455	22,501		15,698		22,000
MAR	32,694	20,723		13,647		22,000
TOTAL	523,424	336,079	180,777	186,000	78,730	290,700



INVESTMENT RETURNS (CUMULATIVE)

	Actuals 09/10	Actuals 10/11	Actuals 11/12	Budget 11/12	Variance	Forecast 11/12
APR	61,847	31,431	21,722	11,105	10,617	21,700
MAY	116,630	68,262	43,705	23,696	20,009	43,700
JUN	168,228	104,426	69,047	38,373	30,674	69,000
JUL	221,234	137,787	94,545	53,642	40,903	94,500
AUG	259,943	165,645	123,991	69,084	54,907	123,900
SEP	297,477	189,177	150,577	85,299	65,278	150,500
OCT	338,001	215,529	180,777	102,047	78,730	180,700
NOV	378,983	240,783		119,893		202,700
DEC	414,852	265,023		138,353		224,700
JAN	454,275	292,855		156,655		246,700
FEB	490,730	315,356		172,353		268,700
MAR	523,424	336,079		186,000		290,700

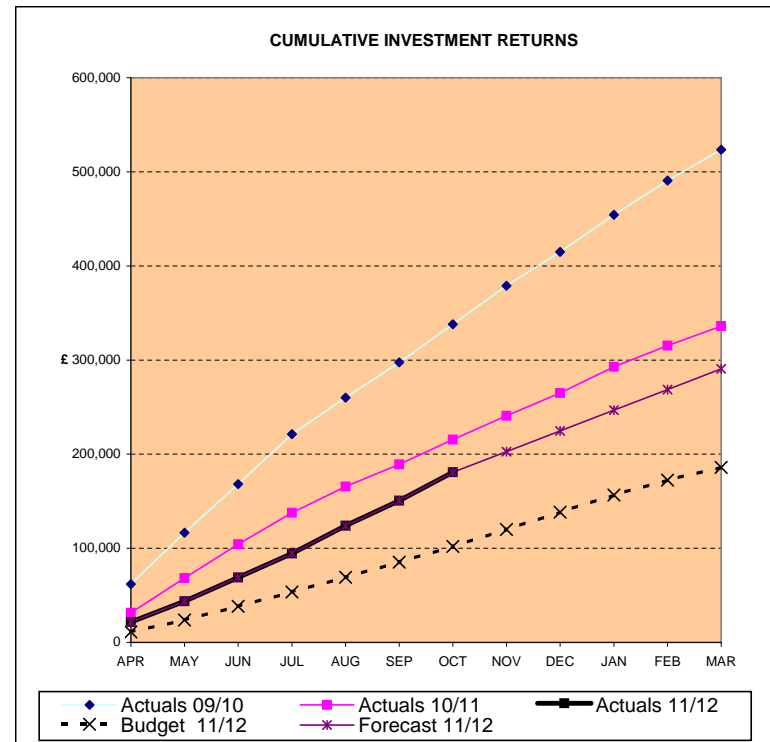
BUDGET FOR 2011/12 186,000
 FORECAST OUTTURN 290,700

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 1.1311%
 7 Day LIBID 0.4634%
 3 Month LIBID 0.7309%



**STAFFING STATISTICS
OCTOBER 2011**

	BDGT BOOK	STAFF	AGENCY	CASUAL	TOTAL	COMMENTS / VARIATIONS	SEPTEMBER
	FTE	FTE	STAFF	FTE			TOTALS
CHIEF EXECUTIVES							
Chief Executive's Office	3.61	2.41	0.00	0.00	2.41	1 FTE post deleted wef 10/6/11 - 0.41 temp post wef 11/7.	2.41
SUB TOTAL	3.61	2.41	0.00	0.00	2.41		2.41
CORPORATE RESOURCES							
Director, Secretaries	5.50	6.63	0.00	0.00	6.63	Budget includes Secretariat (although report to Finance and HR) 1 P/T post increased hours. 0.68 post wef 25/7.	6.63
Finance & Human Resources	82.42	79.87	2.00	1.43	83.30	Includes Property Team & 2 Benefits & Local Tax Apprentices .	83.36
Legal, Electoral, Democratic Services and Policy & Performance	17.12	13.82	0.00	1.15	13.82		14.22
<i>Legal, Electoral & Democratic Services</i>	15.51	12.01	0.00	0.00	12.01		12.41
<i>Policy & Performance</i>	1.61	1.81	0.00	0.00	1.81	Now 1.61 budgeted to Legal, Electoral & Dem Services. 0.2 worked in Housing & Comms but inc. in P&P.	1.81
IT & Facilities Management	24.46	26.43	0.00	0.00	26.43	2 Temp posts (1 IT & 1 Fac) so 2 over Bdgt FTE.	26.43
SUB TOTAL	129.50	126.75	2.00	2.58	130.18		130.64
COMMUNITY & PLANNING SERVICES							
Director, PA & Secretarial	2.00	2.00	0.00	0.00	2.00		2.00
Community Development	10.74	10.54	0.00	1.25	11.79	1 post is part externally funded.	11.23
Environmental & Operational Services	161.98	150.93	13.49	0.44	164.86		163.53
<i>SDS & CCTV</i>	120.10	111.31	13.49	0.44	125.24	Includes Grounds Maintenance.	124.42
<i>Env Health & Licensing</i>	25.02	24.76	0.00	0.00	24.76		24.25
<i>Parking & Amenity</i>	16.86	14.86	0.00	0.00	14.86		14.86
Development Services	51.34	44.55	0.00	0.00	44.55		44.55
Building Control	7.81	6.81	1.00	0.00	7.81	Plus 1 Seconded Officer.	7.81
Housing & Communications	15.17	13.89	1.00	0.00	14.89	1 post is part externally funded.	14.98
SUB TOTAL	249.04	228.72	15.49	1.69	245.90		244.10
EXTERNALLY FUNDED POSTS							
Community Development	2.04	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	3.41	4.30	0.00	0.00	4.30	1 post is part funded by SDC (see Housing permanent posts).	4.30
SUB TOTAL	5.45	6.84	0.00	0.00	6.84		6.84
TOTALS	387.60	364.72	17.49	4.27	385.33		383.99
Number of staff paid in October							
388 permanent, 17 casuals							

Reserves

	31/3/11	Movement in month	Cumulative to date	Balance as at 31/10/11	31/3/12 budget	31/3/12 forecast
	£000	£000	£000	£000	£000	£000
<u>Provisions</u>						
First Time Sewerage	915	0	0	915	0	915
Edenbridge Relief Road Compensation (1)	1,566	0	-27	1,539	0	1,539
Accumulated Absences	152	0	0	152	152	152
Others	85	0	-33	52	0	0
	2,718	0	-60	2,658	152	2,606
<u>Capital Receipts(Gross)</u>	763	-2	63	826	1,369	1,369
Note: this balance will reduce at year end as the receipts are used to finance capital expenditure						
<u>Earmarked Reserves</u>						
Asset Maintenance (2)	4,315	0	-3,315	1,000	1,000	1,000
Employer's Superannuation (2)	2,569	0	-2,569	0	0	0
Financial Plan (2)	0	0	5,824	5,824	5,812	5,824
Budget Stabilisation	2,436	0	0	2,436	341	2,436
Housing Benefit subsidy	1,192	0	0	1,192	701	1,117
LDF	574	0	-22	552	267	552
Vehicle Renewal	564	0	28	592	608	608
Community Development	418	0	35	453	0	0
Reorganisation (previously Termination)	358	0	-21	337	75	300
Carry Forward Items	341	-5	-25	316	0	0
Action and Development	314	5	-4	310	300	300
Vehicle Insurance	264	0	0	264	246	246
Others	824	1	-23	801	322	322
	14,169	1	-92	14,077	9,672	12,705
<u>General Fund</u>						
Required Minimum	1,500				1,500	1,500
Available Balance	2,213				2,213	2,213
	3,713				3,713	3,713
TOTAL	21,363				14,906	20,393

Notes

1. Changes in the Edenbridge Relief Road Compensation provision is very difficult to predict as it is dependant on the timing of agreeing compensation sums.

2. Cabinet (13/12/10) approved that allowing for an emergency Asset Maintenance reserve of £1m, the remaining balances from the Asset Maintenance and Employer's Superannuation Reserves be moved to a new Financial Plan Reserve which will be used over the ten-year period equally to smooth the rundown of these reserves.

9. Capital

OCTOBER 11 - Final

		Period	Period	Period	Period	Y-T-D	Y-T-D	Y-T-D	Y-T-D	Annual	Annual	Annual
		Budget	Actual	Variance	Variance	Budget	Actual	Variance	Variance	Budget	Forecast	Variance
		£'000	£'000	£'000	%	£'000	£'000	£'000	%	£'000	(including Accruals) £'000	£'000
COMMDEV	Local Strategic Partnership - Capital Delivery	-	1	-1	-	-	11	-11	-	-	-	-
COMMDEV	Parish Projects	7	-	7	100.0	36	-	36	100.0	71	71	-
ENVOPS	Playground Improvements	6	-	6	100.0	29	4	25	86.0	59	59	-
ENVOPS	Vehicle Purchases	127	12	114	90.1	633	248	385	60.8	1,266	1,266	-
FINSERV	Sevenoaks Town Centre (Capital) (LKF)	18	-	18	100.0	88	3	84	96.3	175	175	-
FINSERV	Horton Kirby Village Hall	-	24	-24	-	-	27	-27	-	-	-	-
HOUSING	Improvement Grants	69	19	50	72.3	354	119	235	66.5	699	699	-
HOUSING	Wkha Adaps For Disab Financing Costs Advances-H	-	21	-21	-	-	66	-66	-	-	-	-
HOUSING	RHPCG 10-11 SDC	-	-	-	-	-	15	-15	-	-	-	-
HOUSING	RHPCG - Discretionary Grants	-	-	-	-	-	7	-7	-	-	-	-
HOUSING	RHPCG - Empty Homes	-	-	-	-	-	2	-2	-	-	-	-
HOUSING	RHPCG - HMO Grants	-	2	-2	-	-	7	-7	-	-	-	-
HOUSING	Hever Road Gypsy Site - Consultants	-	-	-	-	-	11	-11	-	-	-	-
HOUSING	Hever Road Gypsy Site - Amenity Blocks	34	-	34	100.0	171	21	150	87.5	343	343	-
HOUSING	Hever Road Gypsy Site - Ground Works	-	31	-31	-	-	301	-301	-	-	-	-
HOUSING	Hever Road Gypsy Site - Preliminary Work	-	-	-	-	-	1	-1	-	-	-	-
HOUSING	Hever Road Gypsy Site - Bomb Disposal	-	-	-	-	-	10	-10	-	-	-	-
LEGAL	Modern Govt Document Management System	2	-	2	100.0	8	-	8	100.0	16	16	-
		262	110	152	58.2	1,318	853	465	35.3	2,628	2,628	-

Improvement Grants budget shown net of Government grant.

CUMULATIVE INCOME FIGURES

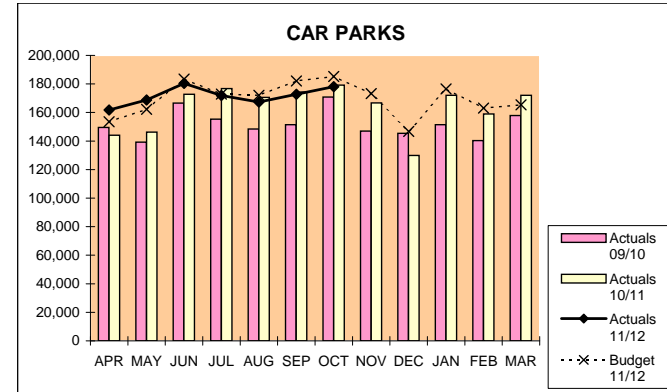
October 2011

	ACTUAL	Comparison of 10/11 and 11/12, where a minus is 'bad news'	MANAGER'S PROFILED BUDGET	Variance, where a minus is 'bad news'	ANNUAL BUDGET	Annual Forecast
CAR PARKS	1,200,954	<i>37,047</i>	1,211,434	-10,480	2,036,491	2,036,491
ON STREET PARKING	361,816	<i>24,030</i>	383,091	-21,275	651,669	611,669
LAND CHARGES	114,383	<i>10,281</i>	116,996	-2,614	185,010	185,010
BUILDING CONTROL	248,418	<i>-37,951</i>	317,716	-69,298	514,459	443,459
DEVELOPMENT CONTROL	310,489	<i>86,418</i>	333,764	-23,274	593,920	543,920
	2,236,060	119,825	2,363,001	-126,941	3,981,548	3,820,548

10 Car Parks Graphs

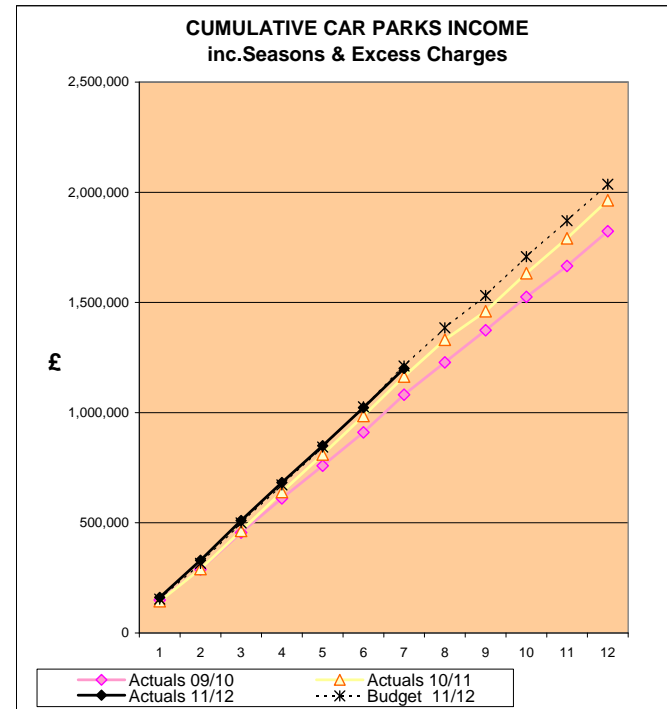
CAR PARKS (HWCARPK)

	Actuals 09/10	Actuals 10/11	Actuals 11/12	Increase / decrease from 10/11 to 11/12	Budget 11/12	Variance (Actuals-Budget)	Manager's Forecast
1 APR	149,537	144,052	161,707	17,654	153,537	8,169	
2 MAY	139,181	146,247	168,722	22,474	162,213	6,509	
3 JUN	166,621	172,788	180,368	7,580	183,427	-3,059	
4 JUL	155,296	176,717	171,960	-4,757	172,880	-919	
5 AUG	148,423	170,558	167,336	-3,221	172,092	-4,755	
6 SEP	151,490	174,392	172,793	-1,599	182,108	-9,314	
7 OCT	170,869	179,153	178,067	-1,085	185,178	-7,110	
8 NOV	146,974	166,673		-166,673	173,207		
9 DEC	145,369	129,891		-129,891	146,788		
10 JAN	151,428	171,978		-171,978	176,532		
11 FEB	140,372	158,986		-158,986	163,112		
12 MAR	157,838	172,012		-172,012	165,417		
TOTAL	1,823,396	1,963,446	1,200,954	-762,492	2,036,491	-10,480	2,036,491



CAR PARKS (CUMULATIVE)

	Actuals 09/10	Actuals 10/11	Actuals 11/12	Cumulative increase / decrease from 09/10 to 10/11	Budget 11/12	Variance (Column E-G)	Manager's Forecast
APR	149,537	144,052	161,707	17,654	153,537	8,169	
MAY	288,718	290,299	330,428	40,129	315,750	14,678	
JUNE	455,338	463,087	510,796	47,709	499,177	11,619	
JUL	610,634	639,805	682,757	42,952	672,057	10,700	
AUG	759,057	810,362	850,093	39,731	844,148	5,945	
SEP	910,547	984,754	1,022,886	38,132	1,026,256	-3,370	
OCT	1,081,415	1,163,907	1,200,954	37,047	1,211,434	-10,480	
NOV	1,228,389	1,330,580		-1,330,580	1,384,641		
DEC	1,373,758	1,460,470		-1,460,470	1,531,429		
JAN	1,525,186	1,632,448		-1,632,448	1,707,962		
FEB	1,665,558	1,791,434		-1,791,434	1,871,074		
MAR	1,823,396	1,963,446		-1,963,446	2,036,491		2,036,491



OCTOBER 2011

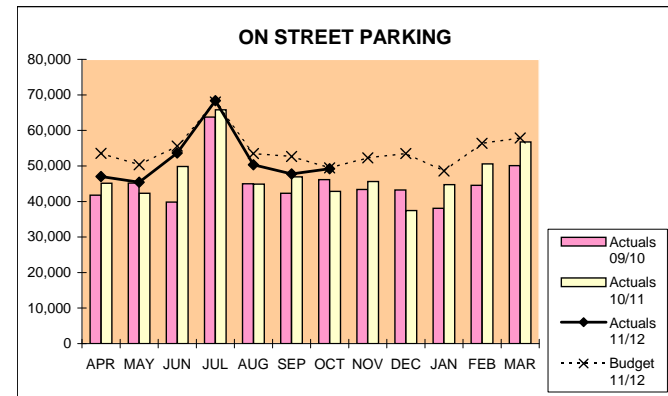
HWCARPK

	Actual (Cumulative)	Budget	(Monthly)	
DAY TICKETS	***0	919,755	920,466	127,994
EXCESS / PENALTY CHARGES	***1/****3	88,933	92,670	10,753
SEASON TICKETS	***2	183,802	194,251	39,206
OTHER (inc.Res.Pkg)	***9	4,328	2	112
WAIVERS	3404	70	-	-
RENT	94500	4,065	4,044	2
TOTAL	1,200,954	1,211,434	178,067	

10 On-Street Graphs

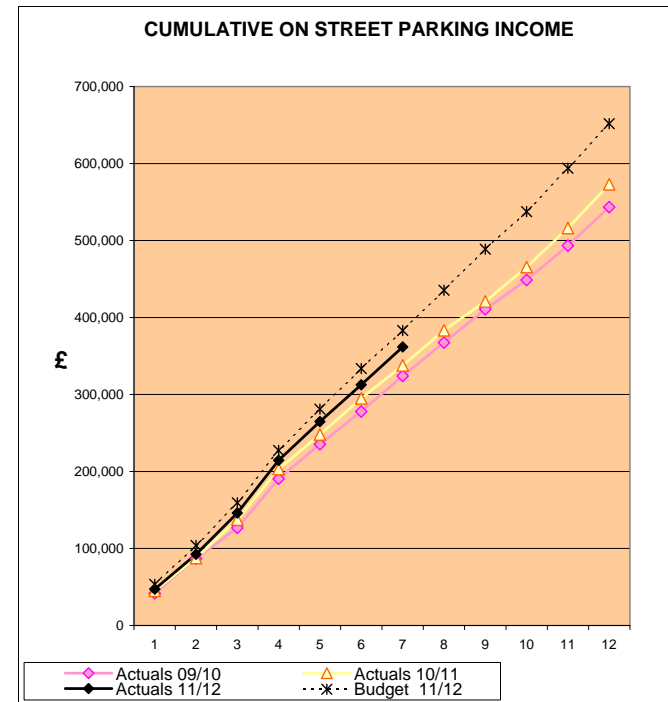
ON STREET PARKING (HWDCRIM)

	Actuals 09/10	Actuals 10/11	Actuals 11/12	Increase / decrease from 10/11 to 11/12	Budget 11/12	Variance (Actuals-Budget)	Manager's Forecast
1 APR	41,795	45,146	47,046	1,899	53,524	-6,478	
2 MAY	45,170	42,328	45,408	3,079	50,336	-4,929	
3 JUN	39,828	49,872	53,666	3,793	55,584	-1,918	
4 JUL	63,742	65,784	68,376	2,592	67,995	381	
5 AUG	44,999	44,910	50,350	5,440	53,513	-3,163	
6 SEP	42,325	46,913	47,762	849	52,687	-4,924	
7 OCT	46,145	42,832	49,209	6,377	49,454	-245	
8 NOV	43,374	45,607		-45,607	52,291		
9 DEC	43,242	37,452		-37,452	53,474		
10 JAN	38,075	44,720		-44,720	48,585		
11 FEB	44,537	50,568		-50,568	56,369		
12 MAR	50,100	56,761		-56,761	57,859		
TOTAL	543,332	572,894	361,816	-211,078	651,669	-21,275	611,669



ON STREET PARKING (CUMULATIVE)

	Actuals 09/10	Actuals 10/11	Actuals 11/12	Cumulative increase / decrease from 09/10 to 10/11	Budget 11/12	Variance (Column E-G)	Manager's Forecast
APR	41,795	45,146	47,046	1,899	53,524	-6,478	
MAY	86,965	87,475	92,453	4,978	103,860	-11,406	
JUNE	126,793	137,347	146,119	8,772	159,443	-13,325	
JUL	190,535	203,131	214,495	11,364	227,438	-12,943	
AUG	235,533	248,041	264,845	16,804	280,951	-16,106	
SEP	277,859	294,954	312,607	17,653	333,638	-21,030	
OCT	324,004	337,786	361,816	24,030	383,091	-21,275	
NOV	367,377	383,393		-383,393	435,382		
DEC	410,619	420,845		-420,845	488,856		
JAN	448,694	465,565		-465,565	537,441		
FEB	493,232	516,133		-516,133	593,810		
MAR	543,332	572,894		-572,894	651,669		611,669



OCTOBER 2011

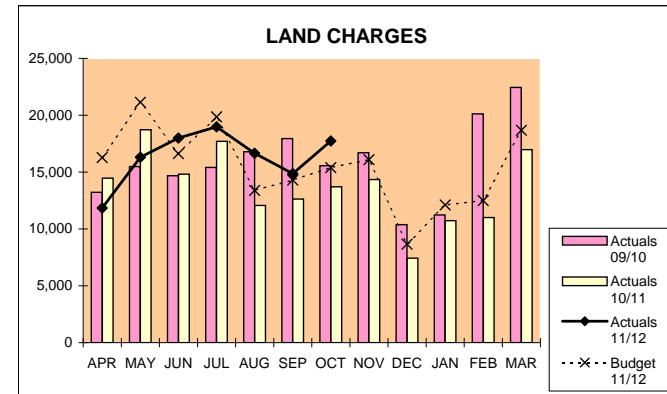
HWDCRIM

	Actual (Cumulative)	Budget	(Monthly)
PENALTY NOTICES	3403	74,291	85,260
WAIVERS	3404	3,502	2,989
RESIDENTS PERMITS	3406	31,965	26,799
ON STREET PARKING	3300	210,625	224,993
BUSINESS PERMITS	3408	41,434	43,050
OTHER	9999	-	-
TOTAL	361,816	383,091	49,209

10 Land Charges Graphs

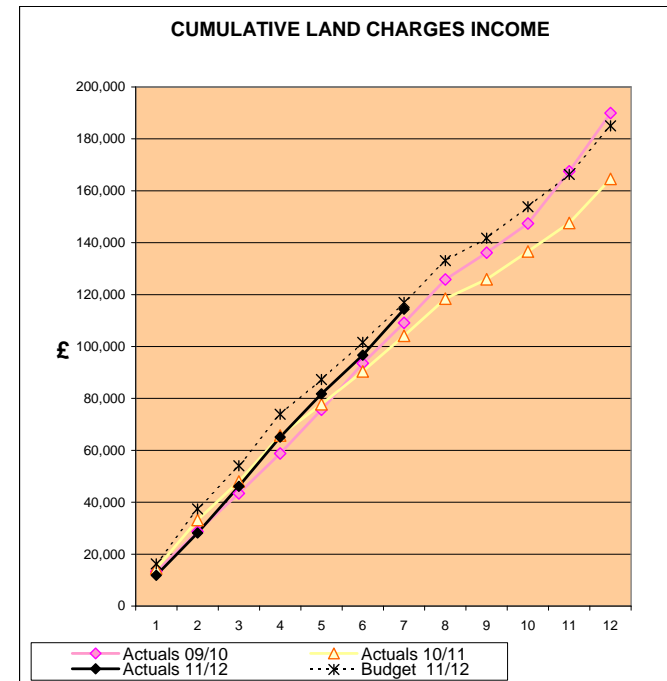
LAND CHARGES (LPLNDCH)

	Actuals 09/10	Actuals 10/11	Actuals 11/12	Increase / decrease from 10/11 to 11/12	Budget 11/12	Variance (Actuals-Budget)	Manager's Forecast
1 APR	13,225	14,463	11,836	-2,627	16,278	-4,441	
2 MAY	15,485	18,718	16,303	-2,415	21,147	-4,844	
3 JUN	14,682	14,812	17,994	3,182	16,625	1,369	
4 JUL	15,416	17,700	18,987	1,288	19,866	-879	
5 AUG	16,799	12,074	16,658	4,584	13,384	3,274	
6 SEP	17,943	12,624	14,863	2,239	14,296	566	
7 OCT	15,558	13,710	17,740	4,030	15,400	2,340	
8 NOV	16,697	14,339		-14,339	16,090		
9 DEC	10,375	7,439		-7,439	8,656		
10 JAN	11,227	10,731		-10,731	12,105		
11 FEB	20,119	10,999		-10,999	12,485		
12 MAR	22,442	16,983		-16,983	18,678		
TOTAL	189,968	164,592	114,383	-50,210	185,010	-2,614	185,010



LAND CHARGES (CUMULATIVE)

	Actuals 09/10	Actuals 10/11	Actuals 11/12	Cumulative increase / decrease from 09/10 to 10/11	Budget 11/12	Variance (Column E-G)	Manager's Forecast
APR	13,225	14,463	11,836	-2,627	16,278	-4,441	
MAY	28,710	33,182	28,140	-5,042	37,425	-9,285	
JUNE	43,391	47,994	46,134	-1,860	54,050	-7,916	
JUL	58,807	65,694	65,122	-572	73,916	-8,794	
AUG	75,606	77,768	81,780	4,012	87,300	-5,520	
SEP	93,550	90,391	96,642	6,251	101,596	-4,954	
OCT	109,108	104,102	114,383	10,281	116,996	-2,614	
NOV	125,805	118,441		-118,441	133,086		
DEC	136,180	125,880		-125,880	141,742		
JAN	147,407	136,610		-136,610	153,847		
FEB	167,526	147,610		-147,610	166,332		
MAR	189,968	164,592		-164,592	185,010		185,010



OCTOBER 2011

LPLNDCH

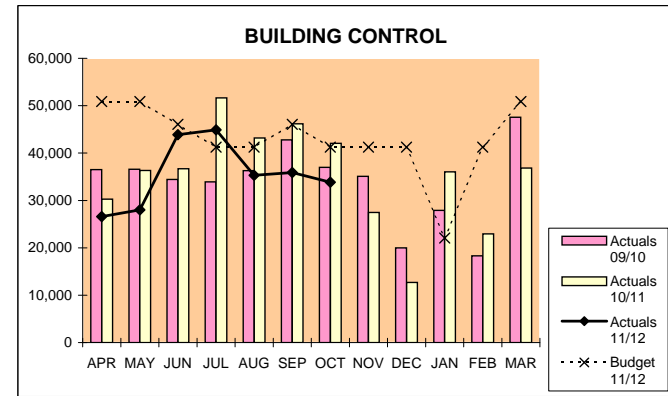
Searches Received - Paper
 Searches Received - Electronic
 Searches Received - Personal

	Received (Month)	Percentage (Month)	Percentage (Month 10/11)	(Cumulative)
£105	57	25.2%	37.9%	380
£86	97	42.9%	40.5%	732
£0	72	31.9%	21.6%	355
TOTAL	226	100.0%	100.0%	1,467

10 Building Control Graphs

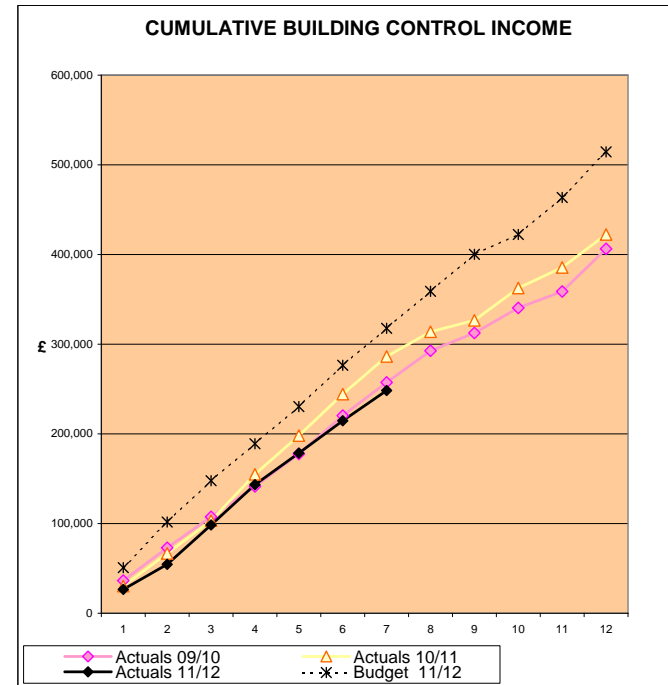
BUILDING CONTROL (DVBCFEE)

	Actuals 09/10	Actuals 10/11	Actuals 11/12	Increase / decrease from 10/11 to 11/12	Budget 11/12	Variance (Actuals-Budget)	Manager's Forecast
1 APR	36,505	30,284	26,583	-3,701	50,879	-24,297	
2 MAY	36,598	36,330	28,008	-8,322	50,879	-22,871	
3 JUN	34,430	36,701	43,878	7,177	46,074	-2,196	
4 JUL	33,917	51,649	44,902	-6,747	41,270	3,632	
5 AUG	36,285	43,199	35,321	-7,878	41,270	-5,949	
6 SEP	42,770	46,163	35,890	-10,274	46,074	-10,184	
7 OCT	36,995	42,044	33,837	-8,207	41,270	-7,433	
8 NOV	35,085	27,469		-27,469	41,270		
9 DEC	19,974	12,695		-12,695	41,270		
10 JAN	27,904	36,036		-36,036	22,052		
11 FEB	18,324	22,935		-22,935	41,270		
12 MAR	47,546	36,833		-36,833	50,881		
	406,331	422,339	248,418	-173,920	514,459	-69,298	443,459



BUILDING CONTROL (CUMULATIVE)

	Actuals 09/10	Actuals 10/11	Actuals 11/12	Cumulative increase / decrease from 09/10 to 10/11	Budget 11/12	Variance (Column E-G)	Manager's Forecast
APR	36,505	30,284	26,583	-3,701	50,879	-24,297	
MAY	73,104	66,614	54,591	-12,023	101,759	-47,168	
JUNE	107,533	103,314	98,469	-4,845	147,833	-49,364	
JUL	141,450	154,963	143,371	-11,592	189,103	-45,732	
AUG	177,735	198,162	178,692	-19,470	230,372	-51,681	
SEP	220,505	244,325	214,581	-29,744	276,446	-61,865	
OCT	257,500	286,369	248,418	-37,951	317,716	-69,298	
NOV	292,584	313,838		-313,838	358,986		
DEC	312,558	326,534		-326,534	400,256		
JAN	340,462	362,570		-362,570	422,308		
FEB	358,786	385,505		-385,505	463,578		
MAR	406,331	422,339		-422,339	514,459		443,459



OCTOBER 2011

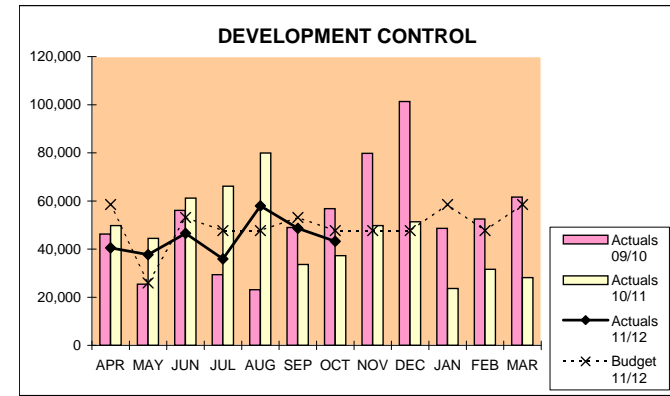
DVBCFEE

	Actual (Cumulative)	Budget	(Monthly)	
Plan Fee	3066	151,735	190,729	21,076
Inspection Fee	3067	94,550	107,156	10,628
Other	9999	2,133	19,831	2,133
		248,418	317,716	33,837

10 Development Control Graphs

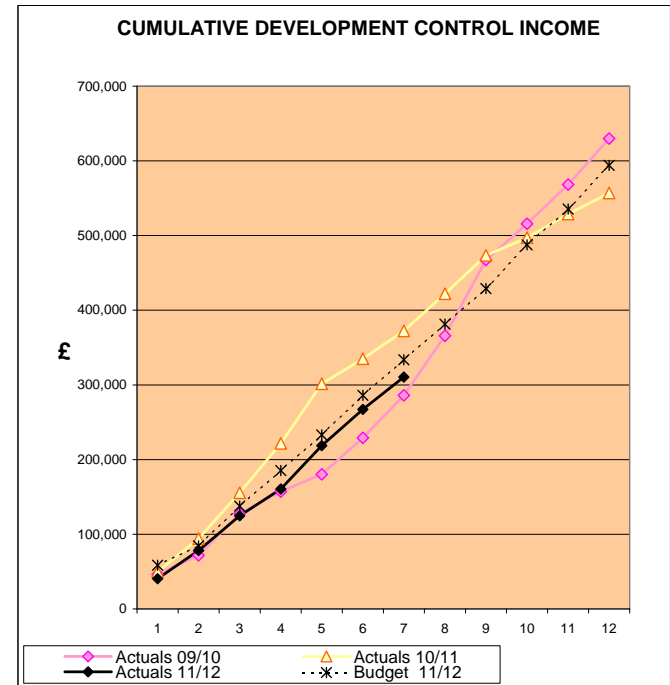
DEVELOPMENT CONTROL (DVDEVCT)

	Actuals 09/10	Actuals 10/11	Actuals 11/12	Increase / decrease from 10/11 to 11/12	Budget 11/12	Variance (Actuals-Budget)	Manager's Forecast
1 APR	46,217	49,786	40,515	-9,271	58,560	-18,044	
2 MAY	25,435	44,456	37,722	-6,734	25,924	11,798	
3 JUN	56,052	61,214	46,543	-14,671	53,120	-6,577	
4 JUL	29,339	66,145	35,903	-30,241	47,680	-11,777	
5 AUG	23,143	79,942	57,980	-21,962	47,680	10,300	
6 SEP	48,982	33,610	48,611	15,001	53,120	-4,509	
7 OCT	56,813	37,246	43,214	5,968	47,680	-4,466	
8 NOV	79,812	49,751		-49,751	47,680		
9 DEC	101,351	51,341		-51,341	47,680		
10 JAN	48,585	23,650		-23,650	58,560		
11 FEB	52,512	31,622		-31,622	47,680		
12 MAR	61,635	28,116		-28,116	58,556		
TOTAL	629,875	556,879	310,489	-246,390	593,920	-23,274	543,920



DEVELOPMENT CONTROL (CUMULATIVE)

	Actuals 09/10	Actuals 10/11	Actuals 11/12	Cumulative increase / decrease from 09/10 to 10/11	Budget 11/12	Variance (Column E-G)	Manager's Forecast
APR	46,217	49,786	40,515	3,569	58,560	-18,044	
MAY	71,652	94,242	78,237	22,590	84,484	-6,246	
JUNE	127,704	155,457	124,781	27,753	137,604	-12,823	
JUL	157,043	221,601	160,684	64,559	185,284	-24,600	
AUG	180,186	301,543	218,664	121,357	232,964	-14,300	
SEP	229,168	335,153	267,275	105,985	286,084	-18,808	
OCT	285,981	372,399	310,489	86,418	333,764	-23,274	
NOV	365,793	422,150		56,357	381,444		
DEC	467,144	473,491		6,347	429,124		
JAN	515,729	497,141		-18,588	487,684		
FEB	568,240	528,763		-39,477	535,364		
MAR	629,875	556,879		-72,996	593,920		543,920



OCTOBER 2011

DVDEVCT

	Actual (Cumulative)	Budget	(Monthly)
Planning Application Fees	3009	289,086	35,450
S106 Monitoring	3106	5,900	5,000
Other	9999	-	-
Pre-application Fees	94301	15,503	23,606
TOTAL	310,489	333,764	43,214