

**FINANCE AND RESOURCES ADVISORY COMMITTEE**

**14 April 2015 at 7.00 pm**

**Conference Room, Argyle Road, Sevenoaks**

**AGENDA**

**Membership:**

Chairman: Cllr. Ramsay Vice-Chairman: Cllr. Firth  
Cllrs. Mrs. Bayley, Bosley, Cooke, Edwards-Winsler, Maskell, McGarvey, Mrs. Morris,  
Mrs. Purves, Mrs. Sargeant and Scholey

	<b><u>Pages</u></b>	<b><u>Contact</u></b>
<b>Apologies for Absence</b>		
1. <b>Minutes</b> To agree the Minutes of the meeting of the Committee held on 20 January 2015 as a correct record.	(Pages 1 - 6)	
2. <b>Declarations of Interest</b> Any interests not already registered		
3. <b>Actions from Previous Meeting</b>	(Pages 7 - 8)	
4. <b>Update from Portfolio Holder</b>		Councillor Brian Ramsay
5. <b>Referrals from Cabinet or the Audit Committee (if any)</b>		
6. <b>Financial Performance Indicators 2014/15 to end of February 2015</b>	(Pages 9 - 14)	Helen Martin Tel: 01732 227483
7. <b>Financial Results 2014/15 to end of February 2015</b>	(Pages 15 - 60)	Helen Martin Tel: 01732 227483
8. <b>Work Plan</b>	(Pages 61 - 62)	

**EXEMPT ITEMS**

(At the time of preparing this agenda there were no exempt items. During any such items which may arise the meeting is likely NOT to be open to the public.)

To assist in the speedy and efficient despatch of business, Members wishing to obtain factual information on items included on the Agenda are asked to enquire of the appropriate Contact Officer named on a report prior to the day of the meeting.

Should you require a copy of this agenda or any of the reports listed on it in another format please do not hesitate to contact the Democratic Services Team as set out below.

For any other queries concerning this agenda or the meeting please contact:

**The Democratic Services Team (01732 227241)**

**FINANCE AND RESOURCES ADVISORY COMMITTEE**

Minutes of the meeting held on 20 January 2015 commencing at 7.00 pm

Present: Cllr. Ramsay (Chairman)

Cllr. Firth (Vice Chairman)

Cllrs. Mrs. Bayley, Bosley, Cooke, Edwards-Winsor, Firth, McGarvey,  
Mrs. Morris, Mrs. Sargeant and Scholey

Apologies for absence were received from Cllrs. Maskell and Mrs. Purves

36. Minutes

It was agreed that in the minutes for 11 November 2014, in the first paragraph in minute 29 the word “savings” should be inserted between “budgets” and “were” and the word “to” inserted between “down” and “£645,000”.

Resolved: That the minutes of the meetings of the Finance and Resources Advisory Committee held on 11 November 2014, as amended, and 3 December 2014 be agreed and signed by the Chairman as a correct record.

37. Declarations of Interest

No additional declarations of interest were made.

38. Actions from Previous Meeting

The completed actions were noted.

39. Update from Portfolio Holder

The Chairman and Portfolio Holder for Finance & Resources confirmed to the Committee that Mark Bradbury had been appointed as Head of Economic Development & Property in December 2014 and so the other posts within the Team could now be filled. A sale would be considered on land at West Kingsdown and at Crockenhill after interest had been expressed by the local communities. A planning application would soon be submitted for the development of 35-37 High Street, Swanley and it was hoped that an application would be brought for the Buckhurst 2 car park in Spring 2015. The external review by PWC of the Internal Audit Team would soon be completed and following this two vacancies in the Team may be filled. No new appointment had yet been made to fill the post of Head of Revenues and Benefits. He confirmed that the Landsbanki hf debt had been sold by competitive sale in November 2014 and he gave congratulations to the Principal Accountant for recovering all the money.

## Agenda Item 1

### Finance and Resources Advisory Committee - 20 January 2015

#### 40. Referrals from Cabinet or the Audit Committee

There were none.

#### 41. Risks and Assumptions for Budget 2015/16

The Head of Finance presented a report which requested Members' views on the risks and assumptions, set out in the appendices to the report, which were to be included in the budget report to be presented to Cabinet on 5 February 2015. The Draft Budget 2015/16 reported to Cabinet on 11 December 2014 provided information on the key assumptions and risks included within the draft budget proposals and Cabinet were given a further update on 15 January 2015. The risk assessment report before Members provided more detail on the assumptions and risks.

The Head of Finance advised that the report predated the decision at Cabinet on 15 January 2015 where Members agreed to vary the assumption relating to council tax such that it would rise by 1.95% in the year 2015/16, 2% until 2018/19 and 3% thereafter.

*Action: The Head of Finance to ensure that the likely effect of the risk factors, as a percentage of Council Tax increase, be included in future reports of the risks and assumptions for the budget.*

A Member noted that the assumptions for the rise in Council Tax were not at 2% for the entire period as had been recommended at the meeting of the Advisory Committee on 2 September 2014. Cllr. Mrs. Bayley moved, and it was duly seconded, that it be recommended that the assumption be amended to 2% for the entire period. Following discussion the motion was put to the vote and was lost.

Following a request for clarification, the Chief Finance Officer confirmed that the reason the figures for assumed interest receipts were different in the present report to those in the Treasury Management Strategy report was that the figures were an average for the year, whereas those in the other report were assumed rates at year end.

#### Public Sector Equality Duty

Members noted that consideration had been given to impacts under the Public Sector Equality Duty.

Resolved: That the report be noted.

#### 42. Capital Programme and Asset Maintenance 2015/18

The Head of Finance presented a report which set out the proposed 2015/18 Capital Programme including projected capital receipts, indicating the proposed financing of the Programme. The schemes included the annual schemes for commercial vehicles and for Disabled Facilities work, works to the Dunbrik Vehicle workshop, a contract to design and build elevated car decks on the Buckhurst 2 car park and the Property Investment Strategy. The asset maintenance budget was also set out.

The Head of Finance drew Members' attention to the scheme bid documents and that the figure of £4 million for the decking of the car park was based on a feasibility carried

out in November 2013 and that the actual cost would be greater due to modifications and there would be construction uplifts depending on the actual construction date.

#### Public Sector Equality Duty

Members noted that consideration had been given to impacts under the Public Sector Equality Duty.

Resolved: That it be recommended to Cabinet that

- a) the Capital Programme 2015/18 and funding method set out in Appendix B be approved, and
- b) the proposed Asset Maintenance budget of £479k be agreed for 2015/16.

#### 43. Treasury Management Strategy 2015/16

The Principal Accountant presented a report which explained that the Local Government Act 2003 (the Act) and supporting regulations required the Council to “have regard to” the Prudential Code and to set Prudential Indicators for the next three years to ensure that the Council’s capital investment plans were affordable, prudent and sustainable. The Act therefore required the Council to set out its treasury strategy for borrowing and to prepare an Annual Investment Strategy which set out the Council’s policies for managing its investments and for giving priority to the security and liquidity of those investments.

Members’ attention was drawn to paragraph 61 of the report, which provided further details on Enhanced Money Market Funds (EMMFs). These funds had not been utilised because of concerns from some Members that they carried more risk than other permitted investments, but it was proposed they would be utilised from 2015/16. Alternatively he suggested that the limit for lending to any of the top five Building Societies not meeting minimum credit rating requirements be increased from £2 million to £4 million each and the limit for lending to Handelsbanken be increased from £3 million to £5 million to give options rather than lending to the Government at 0.25%.

A Member highlighted that investing in a regular MMF carried a risk as well in that the spending power of the investment would be eroded by inflation. The Principal Accountant advised that regular MMFs would generally have a return of between 0.4 to 0.5% whereas EMMFs had 0.7 to 0.9%. However EMMFs would require one or two days’ notice for settlement of a withdrawal requests and, because their returns varied month to month, it was expected investments would usually be kept in for three or six months to even out returns. Some of the funds fell below AAA rating, most were based in Ireland but were regulated by the FCA and they were sterling funds. In response to a suggestion that the proposed £5 million be spread across different EMMFs, the Principal Accountant warned that it would increase work in monitoring the funds and a Member noted it would increase management costs.

Members asked whether it would assist Officers to have the amendment to investment criteria for Building Societies and Handelsbanken in addition to EMMFs. The Principal Accountant confirmed that it would.

# Agenda Item 1

## Finance and Resources Advisory Committee - 20 January 2015

### Public Sector Equality Duty

Members noted that consideration had been given to impacts under the Public Sector Equality Duty.

Resolved: That it be recommended to Cabinet that

- a) investments in AAA rated Enhanced Money Market Funds be commenced with an overall limit of £5 million which may be in a single fund or split between different funds;
- b) the limit for investments in any of the top five Building Societies not meeting minimum credit rating requirements be increased from £2 million to £4 million each;
- c) the limit for lending to Handelsbanken be increased from £3 million to £5 million; and
- d) subject to those comments, Cabinet recommend that Council approve the Treasury Management Strategy for 2015/16.

#### 44. Financial Results 2014/15 - to the end of November 2014

The Head of Finance presented a report which detailed the financial results as at the end of November 2014 which showed a favourable variance of £835,000. The end of year position forecast was to be £460,000 better than budget. Contributing to the year end forecast, Direct Services expected a surplus £101,000 above budget, budgets for Discretionary Rate Relief (£106,000) were no longer required and the renegotiation of the Partnership Agreement with Dartford Borough Council would continue. The [budget commentaries from December 2014](#) were also tabled for Members' consideration.

In response to a question, the Head of Finance confirmed that any savings stated in the report from joint working were the savings for the Council alone.

The Chairman confirmed that a target favourable variance of between £400,000 and £500,000 in 2014/15 had been set to enable funds to be put aside for development projects and asset maintenance, funding of a Housing Stock Condition survey and any further favourable variance to be applied to the Budget Stabilisation Reserve.

### Public Sector Equality Duty

Members noted that consideration had been given to impacts under the Public Sector Equality Duty.

Resolved: That it be recommended to Cabinet that the comments made by the Committee be considered and the report be noted.

45. Financial Performance Indicators 2014/15 - to the end of November 2014

The Head of Finance presented a report which detailed the internally set performance indicators as at the end of November 2014, with most indicators being met or on target to be met.

Members were informed that there was a spike in sundry debts over 21 days in September 2014 due to a late payment of £5,000 from Kent County Council and payment of rent deposit guarantees to landlords where tenants had not made arrangements to pay the Council. The rise in November 2014 was also because of a late payment by a public sector body. The average time for payments, including those paying in instalments, was 24 days.

In response to a question, the Head of Finance informed Members that the full time equivalents included staff employed as agency staff within Operational Services, which were funded through the trading account rather than the salaries' budget, and Revenues and Benefits. She agreed that in future the target could be better described as the number of staff set out in the budget book. The Chairman felt it important to include the agency staff within the figures so that there would remain the pressure to reduce their use.

Resolved: that the report be noted.

46. Work Plan

The work plan was noted.

THE MEETING WAS CONCLUDED AT 8.28 PM

CHAIRMAN





**ACTIONS FROM THE MEETING HELD ON 20 JANUARY 2015**

<b>Action</b>	<b>Description</b>	<b>Status and last updated</b>	<b>Contact Officer</b>
ACTION 1	Action: The Head of Finance to ensure that the likely effect of the risk factors, as a percentage of Council Tax increase, be included in future reports of the risks and assumptions for the budget. (Minute item 41)	This will be carried out when next years risks and assumptions paper is presented to the Finance and Resources Advisory Committee.	Helen Martin Ext: 7483

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**FINANCIAL PERFORMANCE INDICATORS 2014/15 – TO THE END OF FEBRUARY 2015**

**Finance and Resources Advisory Committee – 14 April 2015**

Report of Chief Finance Officer

Status: For Consideration

Also considered by: n/a

Key Decision: No

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**Portfolio Holder** Cllr. Ramsey

**Contact Officer(s)** Helen Martin Ext. 7483

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**Recommendation to Finance and Resources Advisory Committee:** That the report be noted.

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**Reason for recommendation:** This recommendation supports the sound control of the Councils finances.

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**Introduction and Background**

- 1 This report presents figures on seven internally set performance indicators covering activities that support information provided in the regular financial monitoring statements.
- 2 Information is provided on targets for the financial year, and figures for the previous year are given for comparison.
- 3 Use of these indicators assists management in highlighting areas where performance has an impact on financial outturn for the authority.

**Key Implications**

Financial

There are no financial implications arising from this report

Legal Implications and Risk Assessment Statement.

Under section 151 of the Local Government Act 1972, the section 151 officer has statutory duties in relation to the financial administration and stewardship of the authority.

## Agenda Item 6

### Equality Assessment

The decisions recommended through this paper have a remote or low relevance to the substance of the Equality Act. There is no perceived impact on end users.

### **Appendices**

Appendix A – Performance Indicators – February 2015

### **Background Papers:**

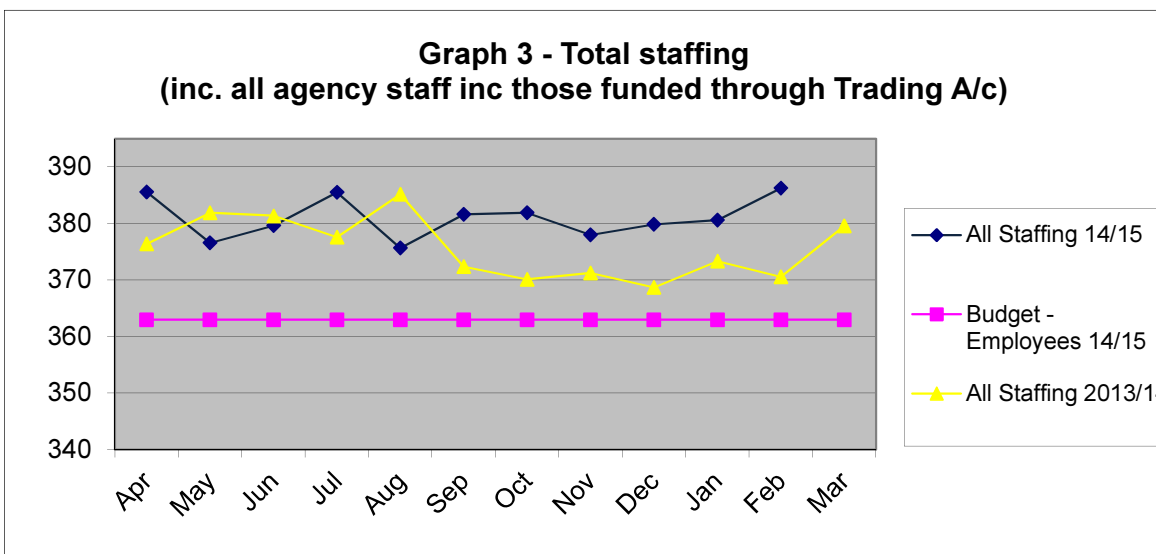
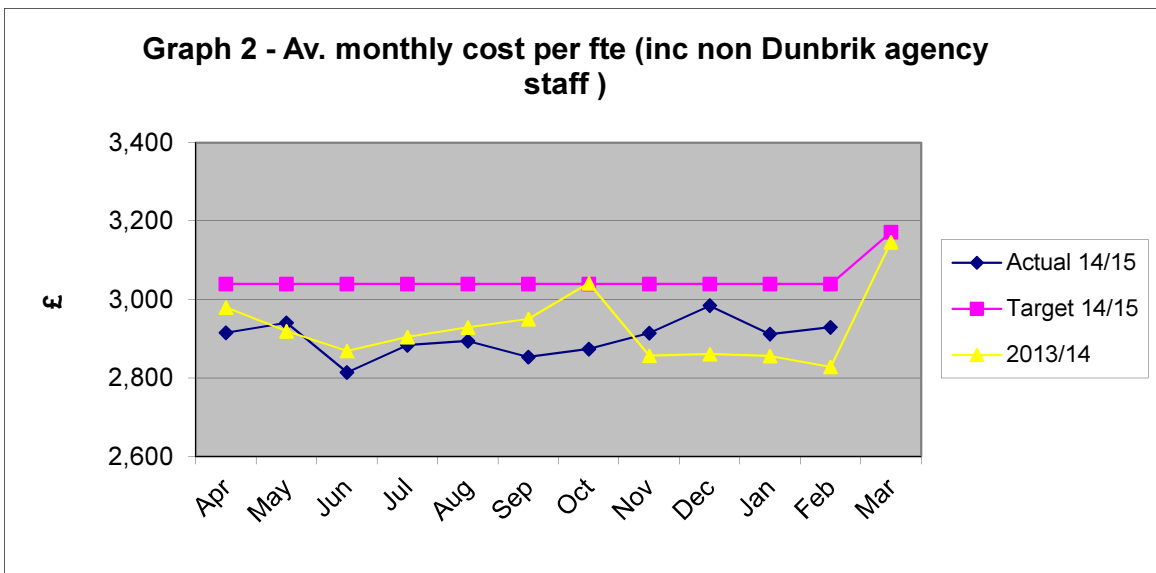
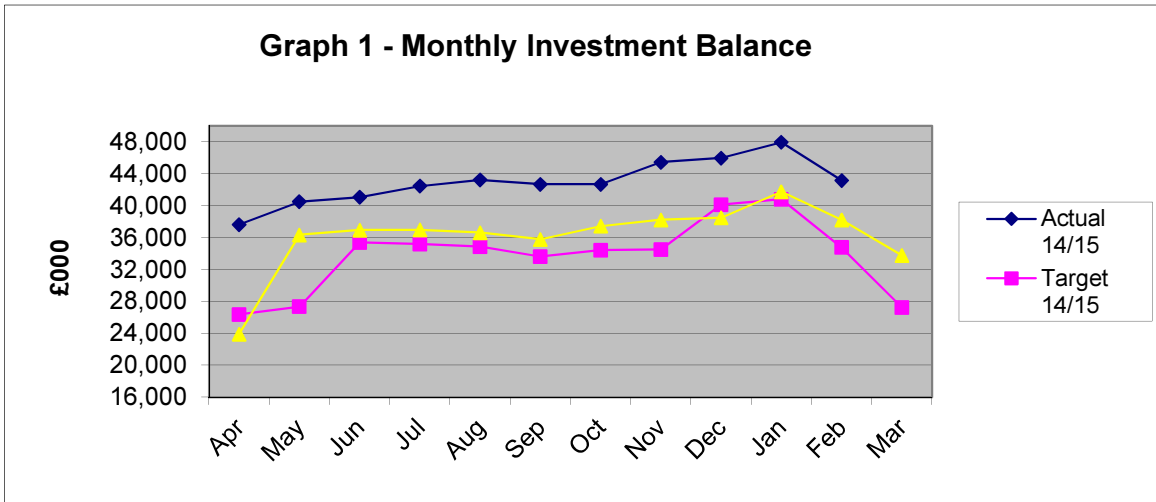
None

**Adrian Rowbotham**  
**Chief Finance Officer**

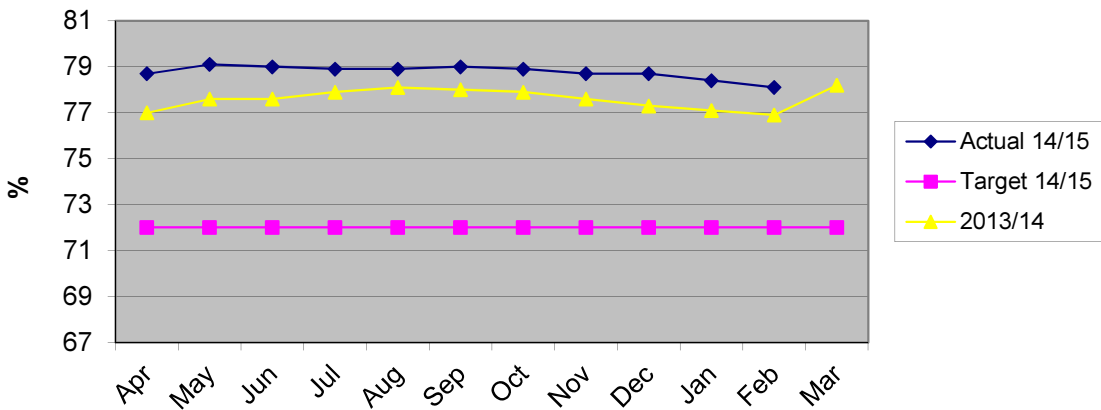
**Finance & Resources Advisory Committee Finance Indicators 2014/15  
as at end February 2015**

Description	target	actual	Variance		notes	graph
Monthly investment balance £000	34,846	43,148	8,302	23.8%	Total investments at month end. From April 2013, precepts are paid in 12 instalments of roughly £5m. (Previous years we paid in 10 instalments - not June or December). The target figures have been updated to reflect the Balance Sheet position as at 31/03/13.	1
Average monthly cost per employee (non cumulative) £	3,039	2,889	-150	-4.9%	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.	2
Average monthly salary cost SDC £'000	1,107	1,044	-63	-5.7%	Excludes numbers and costs of Dunbrik temps	
Number of ftes	362.9	386.2	23.3	6.4%	Target is budgeted ftes.	3
Council Tax % collected for 2014/15	97.7	97.5	-0.2	-0.2%	LPIFS 19. Monthly cumulative figures	-
NNDR % collected for 2014/15	97.9	94.4	-3.5	-3.6%	LPIFS 20. Monthly cumulative figures.	-
Council Tax payers % on direct debit	72.0	78.1	6.1	8.5%	LPIFS8 - % on direct debit	4
Investment return %	0.80	0.57	-0.23	-28.4%	Cumulative return on investments. Target is budget assumption	5
3 month LIBID		0.42	0.42			
7 day LIBID		0.35	0.35			
Sundry debtors: debts over 21 days £000	35	29	-6	-16.0%	21 days is taken as the base as the first reminder is issued after 3 wks.	6
Sundry debtors: debts over 61 days £000	20	13	-7	-34.2%	61 days is when the third reminder is issued (debts exclude items on 'indefinite hold', e.g. debtors in administration)	7

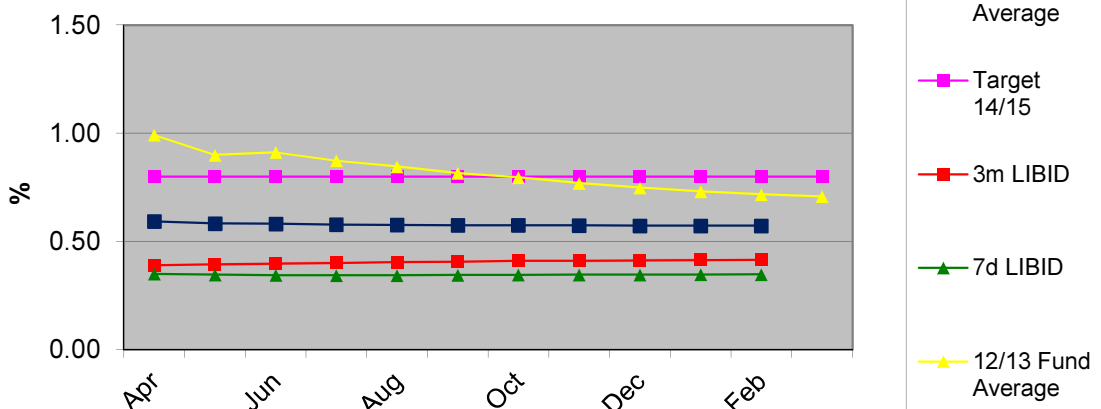
**Finance & Resources Advisory Committee Finance Indicators 2014/15  
as at end February 2015**



**Graph 4 - Council Tax % on direct debit**

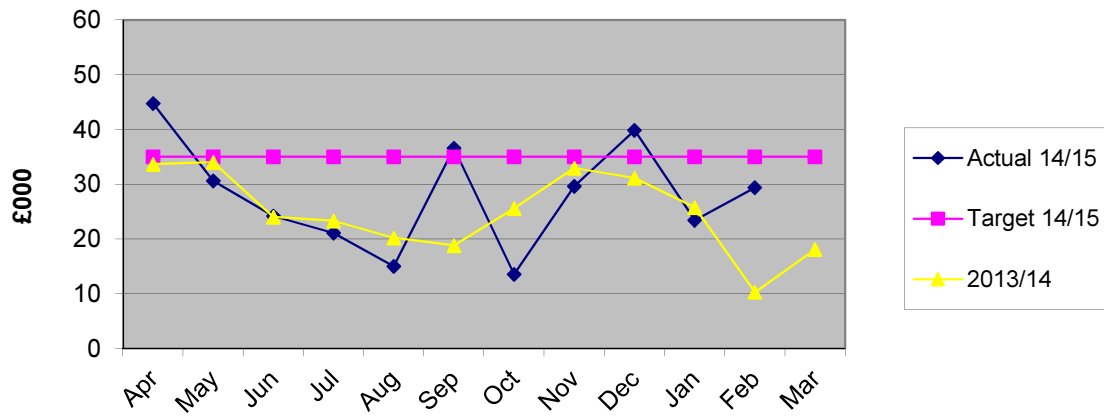


**Graph 5 - Investment Return %**

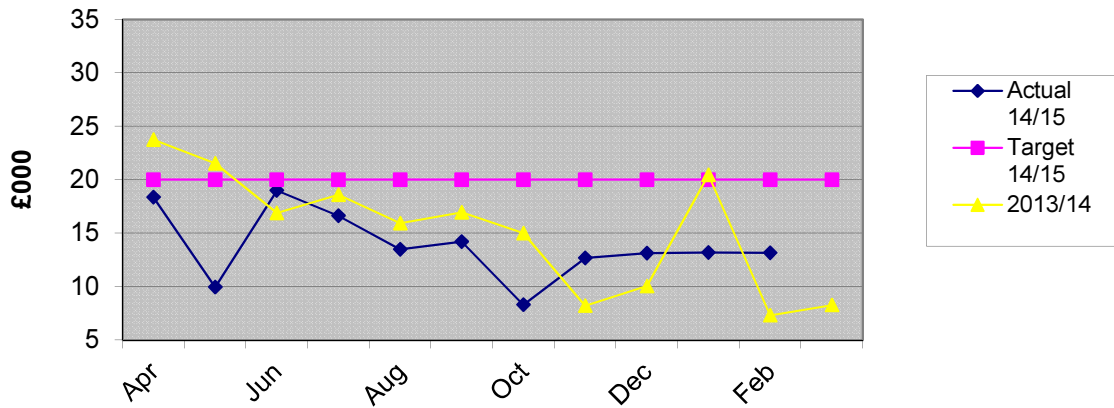


# Agenda Item 6

**Graph 6 - Sundry debts over 21 days**



**Graph 7 - Sundry debts over 61 days**





**FINANCIAL RESULTS 2014/15 – to the end of February 2015**

**Finance and Resources Advisory Committee – 14 April 2015**

Report of Chief Finance Officer

Status: For consideration

Also considered by: Cabinet – 4 June 2015

Key Decision: No

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**This report supports the Key Aim of** Effective Management of Council Resources

**Portfolio Holder** Cllr. Ramsey

**Contact Officer(s)** Helen Martin Ext. 7483

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**Recommendation to Finance and Resources Advisory Committee:** That the report be noted, and any comments forwarded to Cabinet.

**Recommendation to Cabinet:** Cabinet considers any comments from Finance and Advisory Committee and notes the report.

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**Reason for recommendation:** Sound financial governance of the Council.

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**Introduction and Background**

**Overall Financial Position**

1. Eleven months into the year the results to date show an overall favourable variance of £800,000.
2. The year-end position is forecast to be £809,000 better than budget; this is 5.6% of the net budget for the year.
3. Both the results to date and forecasts include any significant accruals.
4. Previously, the Chief Executive had set officers a target favourable variance of £500,000 in 2014/15 to enable:
  - funds to be put aside for development projects and asset maintenance;
  - funding of a Housing Stock Survey; and

## Agenda Item 7

- in light of budget pressures expected in 2015/16, to apply any further favourable variance to the Budget Stabilisation Reserve.

In the light of increasing pressures on future years budgets this was reviewed to a target of £600,000. This is a challenging target but officers have made a concerted effort and their hard work is likely to result in a positive outcome which will help support the Council's budget going forward.

### Key Issues for the year to date

5. **Income** from Planning, Land Charges and On Street Parking are showing a combined favourable variance of £319,000 at the end of February; Income from car parking is currently £19,000 behind profile and the loss of income from Pembroke Road car park is now being offset by income from the additional surface car parking places adjacent to M&S. A grant of £97,000 has been received for the Transformation Challenge and is being used for efficiency work in Building Control.
6. **Pay costs** – the actual expenditure to date on salaried staff (excluding those who are externally funded) is £318,000 below budget, but £82,000 of that relates to Direct Services and may be offset by agency staff costs held within the trading account. There are currently favourable variances arising from vacant posts in Corporate Support, Direct Services and Planning. A small favourable variance would be expected at this time because the budget for 2014/15 includes provision for a 1% pay award but the award arrangements did not begin until December 2014.
7. **Other Variances** include some savings on CCTV (transmission costs) £27,000; deferred expenditure on administrative supplies £19,000; re-negotiated arrangements with Dartford regarding the partnership agreement, together with budgets for non-finance partnerships, where work is currently being contained within existing budgets, accounts for current variances of £139,000. Other variances arise from underspending against budget on external audit fees and discretionary rate relief as addressed in the 2015/16 budget process. Funding in 14/15 for the new Economic Development & Property Team (originally entitled 'Broadband') shows an underspending of £70,000 arising as the project did not begin in April. and this is likely to be requested for carry forward to 2015/16.
8. **Direct Services** – Direct Services' results show a positive variance of £116,000 compared to budget.

### Year End Forecast

9. In summary, the year-end position is forecast to be a favourable variance of £809,000 and this arises for two reasons
  - Net savings made during the year due to efficiencies, or where income receipts that have been greater than expected. (Where budget variances are expected to be ongoing, they were included as SCIA items for the 2015/16 budget).

- Project activity, commonly time limited, originally scheduled to take place during 2014/15 which has been delayed or where the project start was deferred and the budget is still required to complete the project.

Favourable variances due to deferred project activity will be the subject of formal requests to FRAC to carry forward the budgets so that the projects can be commenced or continued in 2015/16.

Main reasons for the expected year end variance are given in the following paragraphs:

### **Significant variances forecast for 2014/15**

10. The significant variances forecast for 2014/15 are as follows:

- Expenditure on software maintenance will exceed budget and this is reflected in growth item for the 2015/16 budget (SCIA 4).
- The re-negotiation of the partnership agreement with Dartford BC for Revenues, Benefits, Audit and Fraud. (SCIA 11 refers).
- External Audit fees will be £30,000 below budget in 2014/15 and this is offered as a saving for 2015/16 (SCIA 10).
- Budgets for Discretionary Rate Relief (£106,000) are no longer required and this is offered as a SCIA saving for 2015/16. (SCIA 9).
- Net expenditure on car parking is forecast to be £55,000 worse than budget at the year end.
- Expenditure on asset maintenance (premises) is expected to be £58,000 over budget in 2014/15 due to some urgent works. In addition some one-off building maintenance work for Argyle Road is expected to be £159,000
- Direct Services expect to achieve a surplus that is £124,000 better than budget; savings on fuel purchases account for £30,000 of this.
- Corporate Savings arising from savings in vacant posts and market supplements are forecast to be £162,000.
- £98,000 Refunds of VAT in respect of car parking and trade waste were received from HMRC.
- Over achievement of Planning income, arising mainly from a small number of high fee applications and increase in applications before the introduction of CIL gives rise to a year end favourable forecast for Development Management of £219,000.
- Work on Corporate projects has been contained within overall budgets.

## Agenda Item 7

### **Likely Carry Forward Requests**

11. Expenditure against project work funded from the Transformation Challenge award is currently £86,000 behind profile. Work is now committed but will now take place after April 2015 and the budget will be needed in 2015/16.
12. There will be a favourable variance on budgets associated with the Economic Development and Property initiative as the project did not begin in April. These unspent budgets will be required to be carried forward to fund this time-limited project.
13. A Housing Stock survey is required but cannot now be completed before April 2015; the expected cost of this is £40,000.
14. The remaining Council Tax Support funding in needed to support the scheme going forward as ongoing funding is expected to reduce.

### **Future Issues and Risk areas**

15. Chief Officers have considered the future issues and risk areas for their services and the impacts these may have on the Council's finances as follows:
  - the investment strategy is constantly under review and reports are made regularly to FRAC;
  - Asset Maintenance costs may increase
  - Benefits workload continues at a higher level and additional resources are being used to address this; Universal Credit will impact on this council in October 2015;
  - Tax collection rates, though currently in line with the previous year are vulnerable and we are being proactive in contacting Council Tax Support customers;
  - Benefit Fraud will move to the DCLG in February 2016. It is the intention to have a corporate fraud function after that date;
  - Following the introduction of retained business rates, the responsibility for payment of backdated appeals rests with this Council. The impact of any successful appeals is being closely monitored.
  - There remains the risk that planning decisions will be challenged, either at appeal or through the Courts;
  - Our ability to collect s.106 monitoring contributions may be adversely affected by a recent judgement and this is being carefully reviewed.

- It has proved difficult to recruit to some vacant posts especially in Planning and Communities and Business.
- Planning Income from fees and pre-apps continues to overachieve, but application numbers are kept under close review.

16. Planned savings for 2014/15 total £479,000, including the generation of income, particularly from new partnership working, and this remains a risk area for future years.

### **Key Implications**

#### Financial

The financial implications are set out elsewhere in this report.

#### Legal Implications and Risk Assessment Statement.

Under section 151 of the Local Government Act 1972, the Section 151 officer has statutory duties in relation to the financial administration and stewardship of the authority.

Detailed budget monitoring is completed on a monthly basis where all variances are explained. Future risk items are also identified.

#### Equality Assessment

The decisions recommended through this paper have a remote or low relevance to the substance of the Equality Act. There is no perceived impact on end users.

#### **Appendices**

Appendix – February Budget Monitoring

#### **Background Papers:**

None

**Adrian Rowbotham**  
**Chief Finance Officer**

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# Budget Monitoring Sheets for February 2015

## Contents

- 1 Commentaries
- 2 Overall Summary
- 3 Overall Summary by Service
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- 7 Staffing Statistics
- 8 Reserves
- 9 Capital
- 10 Income Graphs

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## **BUDGET MONITORING - Strategic Commentary - As at 28 February 2015**

### **Overall Financial Position**

1. Eleven months into the year the results to date show an overall favourable variance of £800,000.
2. The year-end position is forecast to be £809,000 better than budget; this is 5.6% of the net budget for the year.
3. Both the results to date and forecasts include any significant accruals.
4. Previously, the Chief Executive had set officers a target favourable variance of £500,000 in 2014/15 to enable:
  - funds to be put aside for development projects and asset maintenance;
  - funding of a Housing Stock Survey; and
  - in light of budget pressures expected in 2015/16, to apply any further favourable variance to the Budget Stabilisation Reserve.

In the light of increasing pressures on future years budgets this was reviewed to a target of £600,000. This is a challenging target but officers have made a concerted effort and their hard work is likely to result in a positive outcome which will help support the Council's budget going forward.

### **Key Issues for the year to date**

5. **Income** from Planning, Land Charges and On Street Parking are showing a combined favourable variance of £319,000 at the end of February; income from car parking is currently £19,000 behind profile and the loss of income from Pembroke Road car park is now being offset by income from the additional surface car parking places adjacent to M&S. A grant of £97,000 has been received for the Transformation Challenge and is being used for efficiency work in Building Control.
6. **Pay costs** – the actual expenditure to date on salaried staff (excluding those who are externally funded) is £318,000 below budget, but £82,000 of that relates to Direct Services and may be offset by agency staff costs held within the trading account. There are currently favourable variances arising from vacant posts in Corporate Support, Direct Services and Planning. A small favourable variance would be expected at this time because the budget for 2014/15 includes provision for a 1% pay award but the award arrangements did not begin until December 2014.
7. **Other Variances** include some savings on CCTV (transmission costs) £27,000; deferred expenditure on administrative supplies £19,000; re-negotiated arrangements with Dartford regarding the partnership agreement, together with budgets for non-finance partnerships, where

work is currently being contained within existing budgets, accounts for current variances of £139,000. Other variances arise from underspending against budget on external audit fees and discretionary rate relief as addressed in the 2015/16 budget process. Funding in 14/15 for the new Economic Development & Property Team (originally entitled 'Broadband') shows an underspending of £70,000 arising as the project did not begin in April and this is likely to be requested for carry forward to 2015/16.

8. **Direct Services** – Direct Services' results show a positive variance of £116,000 compared to budget.

### **Year End Forecast**

9. In summary, the year-end position is forecast to be a favourable variance of £809,000 and this arises for two reasons:

- net savings made during the year due to efficiencies, or where income receipts that have been greater than expected. (Where budget variances are expected to be ongoing, they were included as SCIA items for the 2015/16 budget).
- project activity, commonly time limited, originally scheduled to take place during 2014/15 which has been delayed or where the project start was deferred and the budget is still required to complete the project.

Favourable variances due to deferred project activity will be the subject of formal requests to FRAC to carry forward the budgets so that the projects can be commenced or continued in 2015/16.

Main reasons for the expected year end variance are given in the following paragraphs:

### **Significant variances forecast for 2014/15**

10. Expenditure on software maintenance will exceed budget and this is reflected in growth item for the 2015/16 budget (SCIA 4).

11. The re-negotiation of the partnership agreement with Dartford BC for Revenues, Benefits, Audit and Fraud. (SCIA 11 refers).

12. External Audit fees will be £30,000 below budget in 2014/15 and this is offered as a saving for 2015/16 (SCIA 10).

13. Budgets for Discretionary Rate Relief (£106,000) are no longer required and this is offered as a SCIA saving for 2015/16. (SCIA 9).

14. Net expenditure on car parking is forecast to be £55,000 worse than budget at the year end.

15. Expenditure on asset maintenance (premises) is expected to be £58,000 over budget in 2014/15 due to some urgent works. In addition some one-off building maintenance work for Argyle Road is expected to be £159,000.
16. Direct Services expect to achieve a surplus that is £124,000 better than budget; savings on fuel purchases account for £30,000 of this.
17. Corporate savings arising from savings in vacant posts and market supplements are forecast to be £162,000.
18. £98,000 refunds of VAT in respect of car parking and trade waste were received from HMRC.
19. Over achievement of Planning income, arising mainly from a small number of high fee applications and increase in applications before the introduction of CIL gives rise to a year end favourable forecast for Development Management of £219,000.
20. Work on Corporate projects has been contained within overall budgets.

### **Likely Carry Forward Requests**

21. Expenditure against project work funded from the Transformation Challenge award is currently £86,000 behind profile. Work is now committed but will take place after April 2015 and the budget will be needed in 2015/16.
22. There will be a favourable variance on budgets associated with the Economic Development and Property initiative as the project did not begin in April. These unspent budgets will be required to be carried forward to fund this time-limited project.
23. A Housing Stock survey is required but cannot now be completed before April 2015; the expected cost of this is £40,000.
24. The remaining Council Tax Support funding is needed to support the scheme going forward as ongoing funding is expected to reduce.

### **Future Issues and Risk areas**

25. Chief Officers have considered the future issues and risk areas for their services and the impacts these may have on the Council's finances as follows:
- the investment strategy is constantly under review and reports are made regularly to FRAC;
  - asset maintenance costs may increase;
  - benefits workload continues at a higher level and additional resources are being used to address this; Universal Credit will impact on this council in October 2015;

- tax collection rates, though currently in line with the previous year are vulnerable and we are being proactive in contacting Council Tax Support customers;
- benefit fraud will move to the DCLG in February 2016. It is the intention to have a corporate fraud function after that date;
- following the introduction of retained business rates, the responsibility for payment of backdated appeals rests with this Council. The impact of any successful appeals is being closely monitored;
- there remains the risk that planning decisions will be challenged, either at appeal or through the Courts;
- our ability to collect s.106 monitoring contributions may be adversely affected by a recent judgement and this is being carefully reviewed;
- it has proved difficult to recruit to some vacant posts especially in Planning and Communities and Business;
- planning income from fees and pre-apps continues to overachieve, but application numbers are kept under close review.

26.Planned savings for 2014/15 total £479,000, including the generation of income, particularly from new partnership working, and this remains a risk area for future years.

Contacts:

Pav Ramewal	Chief Executive	ext 7298
Adrian Rowbotham	Chief Finance Officer	ext 7153
Helen Martin	Head of Finance	ext 7483

## Communities and Business – February 2015 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)
Broadband	70		There will be a request for a carry forward as this forms a part of the funding for the new Economic Development & Property team going forward.
Leisure Contract	34	94	Rates - Discretionary Relief & Insurance underspend.
Falls Prevention (Ext Funded)	-10		Income for this project has been received and held in CDXFALLS – transfer to be made.
Repair & Renew Flood Support Scheme (Ext Funded)	-10		A claim was made from Government for this funding at the end of February. Payment awaited.
Salaries	-8	-14	Staffing costs are likely to exceed budget because of the setting up of the new Economic Development & Property team. However, this is offset by an equal underspend in other staff budgets. The ED & Property team staffing budgets for 2015/16 will be in line with planned expenditure.
Salaries (Ext Funded)	7	12	Externally funded salaries do not affect Council budgets. This is currently showing an underspend.
Capital – Big community Fund	-25		Members' projects. All expenditure on this code will be drawn down from the earmarked reserve at the year end.
Capital – Parish Projects	56	61	No projects have been identified to come forward by the year end. This will need to be rolled forward.
Capital – Property – Swanley WM Club	-1,302		To be drawn down from the Property Investment Fund at year end.

Future Issues/Risk Areas

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**Lesley Bowles, Chief Officer Communities and Business**  
**March 2015**

## Corporate Support – February 2015 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 Argyle Road	32	51	Forecast underspend offset by one-off asset maintenance requirements funded from the "Support – Central Offices" cost centre. The two areas should be considered together.
Asset Maintenance Hever Road	-15	-14	Higher than anticipated maintenance costs incurred relating to buildings on the site.
Asset Maintenance IT	-151		Spend matches asset maintenance plan, with current year overspend supported by agreed rolling reserve.
Asset Maintenance Leisure	-15	-40	Forecast overspend due to increased requirement for maintenance in 2014/15 on ageing leisure assets.
Asset Maintenance Other Corporate Properties	-29	-22	Additional spend on condition surveys relating to ageing assets.
Estates Management – Buildings	10	12	Forecast underspend due to additional income achieved this year and reduction in maintenance expenditure on assets in this area.
Support – Central Offices	21	-38	Current year reflects additional backdated income charges recovered and reduced energy costs. These will be more than offset by one-off asset maintenance requirements. This cost centre should be looked at along with the "Asset Maintenance, Argyle Road" cost centre for a complete picture.
Support – Contact Centre	24	29	Underspend due to staff turnover and vacant posts.
Support – General Admin	-14	-24	EOY forecast reflects underspend on salaries due to in-year vacancies offset by underspend on internal print income from other areas.
Support – Human Resources	26	42	Underspend due to vacancies and maternity leave during the year.
Support – IT	-59	-55	Overspend due to increased costs for software maintenance, some one-off. Those ongoing have received growth in 2015/16.

ITEM 1

(6)

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	100	119	Current and forecast underspend on salaries due to staff turnover throughout the year in all areas.
Capital – Horton Kirby Village Hall	-12		Overspend will be funded from Section 106 monies.
Capital – Back-up Generator	140		Carry forward to be requested as work likely to take place in early 2015/16.

Future Issues/Risk Areas

Any unspent funds at year end for Corporate Projects will be the subject of a request to roll over to the next financial year.  
Asset Maintenance costs may increase. This is to be quantified further subject to condition surveys underway.

**Chief Officer Corporate Support**  
**March 2015**

## Environmental & Operational Services – February 2015 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)
Admin Expenses – Health	14	14	Savings on furniture, mobile phones and training.
Asset Maintenance CCTV	11		Budget to be fully utilised on upgrading CCTV equipment and feasibility study for shared control room.
Asset Maintenance Direct Services	-10	-20	Installation of lift complete. Improvements made to mess room, toilets and MOT waiting room.
Asset Maintenance Playgrounds	12	12	Small budget retained for any playground equipment replacement or repairs.
Asset Maintenance Public Toilets	13	12	Small budget retained for maintenance.
Building Control	-22	-30	Income only slightly below budget. Savings on structural checking fees. Budget contains income connected with former shared management arrangements with T&MBC.
Building Control Partnership Implementation & Project Costs	86		Transformation grant received from DCLG for IT integration of Building Control shared working with T&MBC. Budget fully committed and will be spent in 2015/16 (carry forward request).
Car Parks	-46	-55	Income £18,000 below profile on pay and display. First quarter rent paid for new Bligh's area in front of M&S. Energy and external printing costs over budget. On-street pay and display income has increased with motorists finding alternative on-street spaces.
Car Parks (VAT)	72	72	Refund of VAT over several years.
CCTV	-34	-35	Savings on transmission costs against profile. Budget contains challenging income targets which will only be partly offset by savings made during the year.
EH Animal Control	-20	-20	Over expenditure on kennel fees and vet fees, and reduced income due to owners not recovering dogs collected as strays.



Service	Variance to date £'000 (Minus is bad news)	Forecast Annual Variance £000	Explanation of variance and action planned (including changes from previous month)
EH Commercial	12	10	Savings on hub costs due to reduced working hours of one EHO. £5000 grant received from KCC for Business Well Being Award. Use of contractors for catch up on volume food inspections.
EH Environmental Protection	29	30	Savings on air quality consultancy costs.
Estates Management – Grounds	-23	-25	Essential tree maintenance work required.
Land Charges	23	25	Income £40,000 above profile. Additional part time assistant employed to bring performance levels back to target.
Licensing Partnership Hub (Trading)	14		Licensing hub account currently £14,000 in 'surplus'. Any surplus at end of year invested in efficiency measures or shared between partner Authorities.
Licensing Regime	-12	-15	Budgets contain challenging income targets which will only be partly met by savings elsewhere. Actual income, from fees, slightly above target.
Parks & Recreation Grounds	-8	-20	Expenditure required at Bradbourne Lakes.
Parks – Rural	16	15	Annual grant received for Timberden Farm. Tree survey completed likely to result in maintenance costs.
Public Conveniences	-12	-12	Budget contains challenging income following transfer of conveniences.
Refuse Collection	33	30	Grant received from KRP for recycling promotion. Income for glass recycling higher than profile.
Street Naming	9	10	Income above profile. Expenditure below profile.
Support – Direct Services	13	7	Savings on internal printing and mobile phones. Training delivered in manual handling and driver CPD.
Taxis	10	10	Income from fee charges above profile.
Trade Waste (VAT)	26	26	Past years VAT refund received for Trade Waste Collection.
Salaries – Building Control	14	-5	Previous vacancies in team covered by agency surveyors. Joint working with T&MBC commenced 1 <sup>st</sup> October 2014. All posts now filled with permanent surveyors.

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 – Environmental Health	10		Revised working hours by one EHO. Contractors employed to undertake volume food inspections.
Salaries – Licensing	11		Vacancies filled or covered by temporary contracts.
Salaries – Operational Services	82	89	Vacancies in Direct Services staff partly offset by use of agency staff to maintain services. Net effect shown on Direct Services trading accounts.
Salaries – Parking & Amenity Services	-45	-45	CEO vacancy now filled. Net effect shown on-street parking account.
Capital – Vehicle Purchases	303		Vehicle replacement programme fully committed. Any underspend due to delay in vehicle delivery and carried forward into the vehicle replacement fund.
Direct Services – Refuse	58	60	Fuel costs £30,000 below profile. Savings on fixed transport costs. Paid bulky income above profile.
Direct Services – Street Cleaning	31	30	Savings due to vacancies now filled. Savings in fuel costs.
Direct Services – Trade	-20	-19	Over expenditure of £25,000 on previous disposal charges (£130/tonne). Now delivery direct to Allington, Waste and Energy Plant, at £100/tonne.
Direct Services – Workshop	50	54	Income £79,000 above profile on vehicle repairs.
Direct Services – Green Waste	-8	-11	Income £57,000 above profile, through sale of bin permits and permits. Expenditure above profile on salaries, agency staff, transport repairs and purchase of new bins and sacks.
Direct Services – Overall Trading Position	116	124	Income £120,000 above profile. Expenditure £4000 above profile. Current surplus £205,000 (£116,000 above profile).

Future Issues/Risk Areas

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**Chief Officer Environmental & Operational Services  
March 2015**

## Financial Services – February 2015 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)
Admin Expenses – Chief Executive	16	16	Efficiencies due to the merger of several admin accounts.
Admin Expenses – Financial Services	10	15	Reduced spending on printing and publications.
Benefits Admin	35	45	Increased income following the re-negotiation of the partnership agreement with Dartford BC.
Corporate Management	148	166	The Council has been able to make a financial contribution to the targeted underspend for this year by committing to reducing spend on consultants and other services and through the quality of its work in producing the Statement of Accounts ensuring no additional external audit charges are levied and the fees for the year are as programmed by the Audit Commission.
Corporate Savings	172	162	The savings created from the Council's vacant posts are in excess of the budget profile and expected spend on market supplements is beneath budget for the year.
Dartford Partnership Hub (SDC Costs)	-211	-188	Additional resources to help address the Benefits increased workload and to be proactive in contacting Council Tax Support customers. The funding of this additional cost will be shared with Dartford BC.
Dartford Partnership Implementation & Project Costs	174	188	External funding received that will fund SDC's share of the Benefits increased workload as above.
Local Tax	94	152	Increased income following the re-negotiation of the partnership agreement with Dartford BC.
Members	32	34	Some Members do not claim their full allowance and the rules state that Members cannot claim more than one Special Responsibility Allowance.
Misc. Finance	-333	-277	Budget for Discretionary Rate Relief not required. Costs associated with development projects are included here.
Performance Improvement	14	16	The variance is as a result of New Burdens Grant to assist the Council in managing applications under the Community Rights legislation. The work required to administer the scheme has been absorbed in to the work of the Transformation & Strategy service at no additional cost.
Support – Audit Function	-18	-23	Two vacancies contributing to the vacancy pot. The impact of this is shown here as they are Sevenoaks specific, but the salary budgets are included in the partnership hub.

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 – Finance Function	45	45	Work on non finance partnerships is currently being contained within original resources.
Support – General Admin	-11	-7	Unexpected increase in insurance premiums.
Salaries	-108	-122	Agency staff are being used to help address the Benefits increased workload and to be proactive in contacting Council Tax Support customers.
Capital – LGA Municipal Bonds Agency	-50	-50	Contribution to set up costs of the Agency agreed after the budget was set.

Future Issues/Risk Areas

Benefit Fraud will move to the DCLG in February 2016. It is the intention to have a corporate fraud function after this date.  
 Universal Credit will impact this Council from October 2015.

## Housing – February 2015 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)
Gypsy Site	-1	-12	Additional work on the site, to bring several pitches up to standard due to damage discovered after several long standing tenants left. This is mainly offset by a waste water refund and balance of grant used.
Homelessness Funding	10		External funding which does not affect Council budgets.
Housing	9	11	This is due to staff vacancies.
Housing Option – Trailblazer	24		External funding does not affect Council budgets.
Private Sector Housing	12	4	Saving on staff has already been forecast and expenditure not in line with profiling. End of year forecast correct.
Salaries	14	12	Staffing vacancies as identified above. End of year forecast correct.
Salaries (Ext Funded)	11	10	This is external funding and does not affect Council budgets.
Capital - Improvement Grants	132		Invoices received will be paid once checked. Approvals have been made and in place therefore work has been committed and in some cases in progress but will not be completed by the end of March 15. With Members approval this grant can be rolled forward.
Capital – WKHA Adaps for Disabled	87		There are several invoices outstanding which should be paid before year end.
Capital - SDC / RHPCG	-25		External funding which does not affect Council Budgets.

Future Issues/Risk Areas

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**Chief Housing Officer  
March 2015**

**Legal & Governance – February 2015 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)
Admin Expenses – Legal & Governance	8	10	Due to the continued reduction in Committee reports and the reduction in paper copies distribution we anticipate an underspend on internal printing.
Support – Legal Function	31	28	Income generated from s.106 agreements and miscellaneous sources exceeded expectations for the first quarter. However, the new CIL arrangements came into place 4th August 2014 which has already resulted in a reduction in income.  There is currently a part time vacancy, the savings of which are being used to cover additional workload requirements within the Election Team.
Salaries	-37	-35	Additional resources to cover the increased workload as a result of the Individual Electoral Registration (IER) and research in relation to the procedures for the new election processes. This will be met from the IER grant and savings in salaries in other Legal and Governance areas.

Future Issues/Risk Areas

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**Chief Officer Legal & Governance  
March 2015**

## Planning Services – February 2015 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)
Fort Halstead	15	15	This is income from the planning performance agreement relating to the application at Fort Halstead.
LDF Expenditure	-42	-41	Rather than funding policy work from the LDF reserve we will make use of the in-year overachievement in fee income.
Planning – Appeals	22	11	This variance is a result of underspending on consultants and legal costs. However this is partially offset by costs awarded against the Council, and expenditure on the public inquiry for Singles Cross.
Planning – Development Management	227	219	The overachievement on fee income is the result of a relatively small number of high fee applications and an increase in application numbers throughout the year.
Planning – Enforcement	21	21	This is a result of a vacant administrative post.
Planning Policy	31	-49	Rather than funding policy work from the LDF reserve we will make use of the in-year overachievement in fee income.
Salaries	113	130	The underspend is due to an element of part time working, posts being vacant as we go through the recruitment process, unsuccessful recruitment attempts and a vacancy arising from maternity leave.
Capital – Affordable Housing	-252		This will be financed at the end of the year from S106 planning obligations receipts. Payments include; Moat Homes Limited; Sevenoaks Almshouses
Capital – S106 Capital	-701		This will be financed at the end of the year from S106 planning obligations receipts. Current spend includes the agreement arising from the West Kent Cold Store development.

### Future Issues/Risk Areas

There remains the risk that planning decisions will be challenged, either at appeal or through the Courts.  
 Fee income on applications and pre-apps continues to overachieve. Application numbers & income are kept under close review.  
 Our ability to collect S106 monitoring contributions may be adversely effected by a recent judgement – this will be carefully reviewed.

**Chief Planning Officer  
 March 2015**

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## 2. Overall Summary

### February 15 - Final

	Period	Period	Period	Period	Y-T-D	Y-T-D	Y-T-D	Y-T-D	Annual	Annual	Annual	2013/14
	Budget	Actual	Variance	Variance	Budget	Actual	Variance	Variance	Budget	Forecast (including Accruals)	Variance	Actual
	£'000	£'000	£'000	%	£'000	£'000	£'000	%	£'000	£'000	£'000	£'000
Communities and Business	73	59	14	20	872	774	98	11	985	899	85	989
Corporate Support	249	324	-75	-30	2,839	3,000	-160	-6	3,179	3,245	-66	3,199
Environmental and Operational Services	144	234	-90	-62	2,360	2,149	211	9	2,501	2,459	41	2,788
Financial Services	357	411	-54	-15	4,137	3,960	177	4	5,193	4,852	341	4,312
Housing	58	60	-2	-3	755	698	57	8	721	705	16	778
Legal and Governance	50	43	7	14	539	492	47	9	588	534	53	548
Planning Services	100	64	36	36	1,146	864	282	25	1,232	1,047	185	1,315
<b>NET EXPENDITURE (1)</b>	<b>1,032</b>	<b>1,196</b>	<b>-163</b>	<b>-16</b>	<b>12,649</b>	<b>11,937</b>	<b>712</b>	<b>6</b>	<b>14,398</b>	<b>13,742</b>	<b>656</b>	<b>13,929</b>
<i>Adjustments to reconcile to amount to be met from Reserves</i>												
Direct Services Trading Accounts	9	8	0	4	-89	-205	116	130	-64	-187	124	-230
Capital charges outside General Fund	-5	-5	-0	-0	-59	-59	-0	-0	-64	-64	-	-62
Support Services outside General Fund	-10	-10	0	0	-108	-108	0	0	-118	-168	50	-118
Redundancy Costs - all	-	-	-	-	-	8	-8	-	-	8	-8	-
<b>NET EXPENDITURE (2)</b>	<b>1,026</b>	<b>1,189</b>	<b>-163</b>	<b>-16</b>	<b>12,393</b>	<b>11,572</b>	<b>821</b>	<b>7</b>	<b>14,153</b>	<b>13,331</b>	<b>822</b>	<b>13,519</b>
Revenue Support Grant (incl. CT Support)	-185	-185	-	0	-2,040	-2,040	-	0	-2,225	-2,225	-	-2,678
Retained Business Rates	-158	-158	-	0	-1,740	-1,740	-	0	-1,898	-1,898	-	-1,862
New Homes Bonus	-116	-116	-	0	-1,273	-1,273	-	0	-1,389	-1,396	7	-993
Council Tax Requirement - SDC	-751	-751	-	0	-8,259	-8,259	-	0	-9,010	-9,010	-	-8,728
<b>NET EXPENDITURE (3)</b>	<b>159</b>	<b>322</b>	<b>-163</b>	<b>-102</b>	<b>2,860</b>	<b>2,040</b>	<b>821</b>	<b>29</b>	<b>-369</b>	<b>-1,198</b>	<b>829</b>	<b>-742</b>
<i>Summary including investment income</i>												
Net Expenditure	159	322	-163	-102	2,860	2,040	821	29	-369	-1,198	829	-742
Investment Impairment	-	-	-	0	-	-	-	0	-	-	-	-
Interest and Investment Income	-22	-21	-1	5	-246	-225	-21	-8	-244	-224	-21	-237
<b>Overall total</b>	<b>137</b>	<b>301</b>	<b>-164</b>	<b>-120</b>	<b>2,614</b>	<b>1,814</b>	<b>800</b>	<b>31</b>	<b>-613</b>	<b>-1,422</b>	<b>809</b>	<b>-979</b>
Planned appropriation (from)/to Reserves									631	631	-	-
Supplementary appropriation from Reserves (Christmas car parking approved by Council Dec 14)									-18	-18	-	-
<i>Surplus</i>									-	-809	809	-979

3. Net Service Expenditure for each Chief Officer - analysed by Budget area

February 15 - Final	Period	Period	Period	Period	Y-T-D	Y-T-D	Y-T-D	Y-T-D	Annual	Annual	Annual	2013/14
	Budget	Actual	Variance	Variance	Budget	Actual	Variance	Variance	Budget	Forecast (including Accruals)	Variance	Actual
	£'000	£'000	£'000	%	£'000	£'000	£'000	%	£'000	£'000	£'000	£'000
<b>Communities &amp; Business</b>												
<b>SDC Funded</b>												
Administrative Expenses - Communities & Business	1	0	0	41	8	6	2	23	9	9	-	-
All Weather Pitch	-0	-0	0	-	-2	-2	0	4	-2	-2	-	-
Broadband	7	-	7	100	73	3	70	96	80	80	-	-
Community Development Service Provisions	-0	-	-0	-	-5	-5	0	4	-5	-5	-	-5
Community Safety	15	14	1	7	161	163	-2	-1	176	181	-5	216
Economic Development	7	10	-3	-41	81	84	-3	-4	68	67	1	47
Grants to Organisations	2	2	-0	-6	178	178	-0	-0	180	181	-1	183
Health Improvements	4	4	0	2	40	39	1	2	44	45	-1	43
Leisure Contract	12	8	4	31	209	176	34	16	294	200	94	273
Leisure Development	-	5	-5	-	20	20	-	-	20	20	-	20
The Community Plan	4	4	-0	-13	40	41	-1	-2	44	45	-1	63
Tourism	2	7	-6	-353	27	26	1	5	29	29	-0	28
West Kent Partnership	4	4	-0	-0	9	9	-0	-0	-	-	-	-
Youth	3	4	-0	-12	45	38	7	16	48	48	-0	49
<b>Total Communities &amp; Business (SDC Funded)</b>	<b>59</b>	<b>63</b>	<b>-3</b>	<b>-5</b>	<b>886</b>	<b>777</b>	<b>109</b>	<b>12</b>	<b>985</b>	<b>899</b>	<b>85</b>	<b>989</b>
<b>Externally Funded</b>												
Business Flood Support Scheme	-	-	-	-	-	1	-1	-	-	-	-	-
Choosing Health WK PCT	11	13	-2	-17	-11	-8	-3	-28	-	-	-	-
Community Sports Activation Fund	-	-8	8	-	-	-2	2	-	-	-	-	-
Falls Prevention	-	1	-1	-	-	10	-10	-	-	-	-	-
General Grants Other Organisations	-	-	-	-	-	-	-	-	-	-	-	-
Local Strategic Partnership	-	-	-	-	-	-1	1	-	-	-	-	-
New Ash Green	-	0	-0	-	-	0	-0	-	-	-	-	-
Partnership - Home Office	3	-4	7	253	-3	-12	9	321	-	-	-	-
PCT Health Checks	-	-	-	-	-	0	-0	-	-	-	-	-
PCT Initiatives	-	0	-0	-	-	0	-0	-	-	-	-	-
Repair & Renew Flood Support Scheme	-	-4	4	-	-	10	-10	-	-	-	-	-
Troubled Families Project	-	-1	1	-	-	-1	1	-	-	-	-	-
West Kent Partnership Business Support	-	-0	0	-	-	-0	0	-	-	-	-	-
<b>Total Communities &amp; Business (Ext Funded)</b>	<b>14</b>	<b>-4</b>	<b>18</b>	<b>128</b>	<b>-14</b>	<b>-3</b>	<b>-11</b>	<b>-78</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Total Communities &amp; Business</b>	<b>73</b>	<b>59</b>	<b>14</b>	<b>20</b>	<b>872</b>	<b>774</b>	<b>98</b>	<b>11</b>	<b>985</b>	<b>899</b>	<b>85</b>	<b>989</b>

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3. Net Service Expenditure for each Chief Officer - analysed by Budget area

February 15 - Final

Corporate Support

	Period				Y-T-D	Y-T-D	Y-T-D	Y-T-D	Annual	Annual	Annual	2013/14
	Budget	Actual	Variance	Variance	Budget	Actual	Variance	Variance	Budget	Forecast (including Accruals)	Variance	Actual
	£'000	£'000	£'000	%	£'000	£'000	£'000	%	£'000	£'000	£'000	£'000
Administrative Expenses - Corporate Support	2	1	1	41	23	26	-2	-9	26	28	-3	29
Administrative Expenses - Human Resources	0	-1	1	-	15	13	2	13	16	15	1	6
Administrative Expenses - Property	0	0	0	-	4	2	2	43	4	4	-	2
Asset Maintenance Argyle Road	12	-	12	100	40	8	32	80	59	8	51	45
Asset Maintenance Hever Road	0	14	-14	-	5	20	-15	-284	6	20	-14	2
Asset Maintenance IT	21	60	-39	-192	238	389	-151	-63	260	260	-	290
Asset Maintenance Leisure	8	21	-13	-169	139	155	-15	-11	165	205	-40	162
Asset Maintenance Other Corporate Properties	3	11	-9	-348	15	44	-29	-191	30	52	-22	22
Asset Maintenance Sewage Treatment Plants	1	7	-6	-922	7	9	-1	-18	8	9	-1	7
Asset Maintenance Support & Salaries	8	5	3	32	80	71	9	11	92	90	2	99
Bus Station	2	3	-0	-21	12	15	-2	-20	14	17	-3	13
Corporate Projects	15	4	12	75	53	46	7	12	58	57	1	-
Estates Management - Buildings	-4	-4	1	17	-50	-60	10	20	-68	-80	12	15
Housing Premises	-0	1	-1	-	-9	-1	-8	-88	-8	-1	-7	-9
Support - Central Offices	21	73	-52	-252	402	382	21	5	447	485	-38	417
Support - Central Offices - Facilities	24	21	3	12	221	219	2	1	251	248	2	236
Support - Contact Centre	35	32	3	8	377	353	24	6	412	383	29	404
Support - General Admin	20	17	2	12	198	212	-14	-7	238	261	-24	215
Support - Human Resources	25	23	3	11	280	254	26	9	314	272	42	248
Support - IT	53	37	17	31	699	758	-59	-8	745	800	-55	862
Support - Local Offices	-2	0	-2	-119	40	36	4	10	56	60	-4	53
Support - Nursery	-	-5	5	-	-	2	-2	-	-	-	-	3
Support - Property Function	5	4	1	19	49	47	2	4	54	52	2	77
<b>Total Corporate Support</b>	<b>249</b>	<b>324</b>	<b>-75</b>	<b>-30</b>	<b>2,839</b>	<b>3,000</b>	<b>-160</b>	<b>-6</b>	<b>3,179</b>	<b>3,245</b>	<b>-66</b>	<b>3,199</b>

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### 3. Net Service Expenditure for each Chief Officer - analysed by Budget area

February 15 - Final	Period	Period	Period	Period	Y-T-D	Y-T-D	Y-T-D	Y-T-D	Annual	Annual	Annual	2013/14
	Budget	Actual	Variance	Variance	Budget	Actual	Variance	Variance	Budget	Forecast (including Accruals)	Variance	Actual
	£'000	£'000	£'000	%	£'000	£'000	£'000	%	£'000	£'000	£'000	£'000
<b>Environmental and Operational Services</b>												
Administrative Expenses - Building Control	1	0	1	81	6	4	2	32	6	6	-	1
Administrative Expenses - Direct Services	-	0	-0	-	-	0	-0	-	-	-	-	-
Administrative Expenses - Health	2	0	2	90	22	8	14	63	24	10	14	1
Administrative Expenses - Transport	1	2	-2	-199	7	9	-2	-27	8	8	-	-
Air Quality (Ext Funded)	-	-1	1	-	-	-	-	-	-	-	-	-
Asset Maintenance Car Parks	2	9	-8	-490	17	17	-0	-2	19	21	-3	76
Asset Maintenance CCTV	1	1	0	28	15	4	11	72	16	16	-	11
Asset Maintenance Countryside	1	-	1	100	7	5	2	33	8	6	2	3
Asset Maintenance Direct Services	3	1	2	58	33	44	-10	-31	36	56	-20	28
Asset Maintenance Playgrounds	1	-	1	100	13	1	12	93	14	2	12	3
Asset Maintenance Public Toilets	1	-	1	100	13	0	13	98	14	2	12	-
Building Control	-7	-10	2	30	-139	-117	-22	-16	-163	-133	-30	-85
Building Control Discretionary Work	0	0	-0	-	0	4	-4	-	0	0	-	4
Building Control Partnership Hub (SDC Costs)	-1	3	-4	-539	-3	3	-6	-202	-	-	-	-
Building Control Partnership Implementation & Project Costs	-	2	-2	-	-	-86	86	-	-	-	-	-
Building Control Partnership Members	-	-	-	-	-	-	-	-	-	-	-	-
Car Parks	-158	-147	-11	-7	-1,551	-1,505	-46	-3	-1,717	-1,662	-55	-1,576
Car Parks (VAT)	-	-	-	-	-	-72	72	-	-	-72	72	-
Car Parking - On Street	-37	-3	-34	-93	-404	-407	3	1	-440	-439	-1	-372
CCTV	11	18	-7	-67	206	240	-34	-17	216	251	-35	263
Civil Protection	2	2	1	22	30	24	6	20	33	30	3	29
Dangerous Structures	2	2	0	17	21	18	3	16	23	21	2	21
Dartford Environmental Hub (SDC Costs)	-	-	-	-	-	0	-0	-	-	-	-	-
EH Animal Control	-13	4	-17	-131	-1	19	-20	-3,617	1	21	-20	34
EH Commercial	22	21	1	5	236	224	12	5	255	245	10	274
EH Environmental Protection	31	28	3	9	351	322	29	8	382	352	30	383
Emergency	5	5	-0	-1	58	56	2	3	63	63	-	60
Estates Management - Grounds	8	13	-5	-63	89	112	-23	-26	97	122	-25	94
Land Charges	-8	-7	-1	-8	-85	-108	23	27	-93	-118	25	-111
Licensing Partnership Hub (Trading)	-0	-2	2	-	0	-14	14	-	-	-	-	-
Licensing Partnership Members	-	-	-	-	-	-	-	-	-	-	-	-
Licensing Regime	5	8	-3	-53	-10	2	-12	-119	-5	10	-15	15
Markets	-20	-14	-5	-28	-182	-175	-7	-4	-192	-184	-8	-189
Parks and Recreation Grounds	8	12	-4	-53	88	96	-8	-9	96	116	-20	143
Parks - Rural	6	6	0	8	68	52	16	23	74	59	15	56
Public Conveniences	3	4	-1	-23	40	52	-12	-30	43	55	-12	54
Public Transport Support	0	-	0	-	0	-	0	-	0	0	-	1
Refuse Collection	164	162	2	1	2,218	2,185	33	1	2,378	2,348	30	2,288

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Street Cleansing	105	110	- 5	- 5	1,141	1,137	4	0	1,240	1,240	1	1,207
Street Naming	1	1	0	35	13	4	9	71	14	4	10	5
Support - Direct Services	4	8	- 4	- 82	48	35	13	26	52	45	7	41
Support - Health and Safety	2	1	0	31	17	13	4	24	18	14	4	14
Taxis	- 4	- 6	2	53	- 21	- 30	10	46	- 20	- 30	10	- 23
Trade Waste (VAT)	-	-	-	-	-	- 26	26	-	-	- 26	26	3
<b>Total Environmental and Operational Services</b>	<b>144</b>	<b>234</b>	<b>- 90</b>	<b>- 62</b>	<b>2,360</b>	<b>2,149</b>	<b>211</b>	<b>9</b>	<b>2,501</b>	<b>2,459</b>	<b>41</b>	<b>2,788</b>

3. Net Service Expenditure for each Chief Officer - analysed by Budget area

February 15 - Final

**Financial Services**

	Period	Period	Period	Period	Y-T-D	Y-T-D	Y-T-D	Y-T-D	Annual	Annual	Annual	2013/14
	Budget	Actual	Variance	Variance	Budget	Actual	Variance	Variance	Budget	Forecast (including Accruals)	Variance	Actual
	£'000	£'000	£'000	%	£'000	£'000	£'000	%	£'000	£'000	£'000	£'000
Action and Development	1	-	1	100	6	2	4	68	7	7	-	1
Administrative Expenses - Chief Executive	3	1	2	67	25	9	16	64	27	12	16	2
Administrative Expenses - Financial Services	3	1	2	69	37	27	10	27	42	27	15	2
Administrative Expenses - Transformation and Strategy	1	0	1	69	8	3	5	65	11	5	6	3
Benefits Admin	1	3	-2	-266	-156	-192	35	23	824	780	45	1,196
Benefits Grants	-34	-34	0	0	-487	-487	0	0	-659	-659	-	-659
Consultation and Surveys	-	-	-	-	-	-	-	-	3	1	3	3
Corporate Management	78	65	14	17	848	700	148	17	989	823	166	726
Corporate Savings	15	-	15	100	172	-	172	100	177	15	162	-
Dartford Partnership Hub (SDC costs)	159	178	-19	-12	1,722	1,933	-211	-12	-16	172	-188	-547
Dartford Partnership Implementation & Project Costs	8	6	1	18	-38	-212	174	458	-30	-218	188	-200
Equalities Legislation	-	-	-	-	18	14	4	23	18	14	4	14
External Communications	12	12	-0	-0	155	149	6	4	172	172	-0	139
Housing Advances	-	-	-	-	2	2	0	0	2	2	-	2
Local Tax	-67	-4	-62	-94	-526	-621	94	18	179	27	152	300
Members	34	30	4	12	378	346	32	9	412	379	34	380
Misc. Finance	98	102	-5	-5	1,492	1,825	-333	-22	2,326	2,603	-277	2,236
Performance Improvement	-	-	-	-	6	-8	14	240	6	-10	16	-9
Support - Audit Function	-	-	-	-	-54	-36	-18	-33	123	146	-23	176
Support - Exchequer and Procurement	10	11	-1	-9	122	126	-4	-3	132	139	-7	131
Support - Finance Function	16	13	3	21	188	144	45	24	206	161	45	138
Support - General Admin	11	24	-13	-127	127	138	-11	-8	142	150	-7	119
Treasury Management	8	3	5	63	92	99	-7	-8	101	106	-5	100
<b>Total Financial Services</b>	<b>357</b>	<b>411</b>	<b>-54</b>	<b>-15</b>	<b>4,137</b>	<b>3,960</b>	<b>177</b>	<b>4</b>	<b>5,193</b>	<b>4,852</b>	<b>341</b>	<b>4,312</b>

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3. Net Service Expenditure for each Chief Officer - analysed by Budget area

February 15 - Final	Period	Period	Period	Period	Y-T-D	Y-T-D	Y-T-D	Y-T-D	Annual	Annual	Annual	2013/14
	Budget	Actual	Variance	Variance	Budget	Actual	Variance	Variance	Budget	Forecast (including Accruals)	Variance	Actual
	£'000	£'000	£'000	%	£'000	£'000	£'000	%	£'000	£'000	£'000	£'000
<b>Housing</b>												
Administrative Expenses - Housing	1	0	1	81	15	10	5	34	17	9	7	25
Energy Efficiency	3	3	-0	-13	29	27	1	5	23	23	0	31
Gypsy Sites	-3	5	-8	-301	-28	-27	-1	-3	-31	-19	-12	-20
Homeless	7	8	-1	-14	79	76	3	4	96	93	3	106
Homelessness Funding	3	2	1	30	33	24	10	29	-	-	-	-
Homelessness Prevention	-	2	-2	-	-	8	-8	-	-	-	-	-
Housing	28	29	-2	-6	417	408	9	2	445	434	11	454
Housing Initiatives	1	-	1	100	6	4	2	40	6	4	2	7
Housing Option - Trailblazer	2	-9	11	575	22	-2	24	111	-	-	-	3
Disabled Facilities Grant Administration	-	-	-	-	-	1	-1	-	-	-	-	2
Leader Programme	1	1	-0	-9	9	9	0	2	10	9	0	9
Needs and Stock Surveys	0	-	0	-	2	-	2	100	-	-	-	13
Private Sector Housing	16	17	-2	-11	172	160	12	7	155	151	4	148
Sevenoaks Switch and Save	-	1	-1	-	-	2	-2	-	-	-	-	-
<b>Total Housing</b>	<b>58</b>	<b>60</b>	<b>-2</b>	<b>-3</b>	<b>755</b>	<b>698</b>	<b>57</b>	<b>8</b>	<b>721</b>	<b>705</b>	<b>16</b>	<b>778</b>

3. Net Service Expenditure for each Chief Officer -

February 15 - Final	analysed by Budget area				Y-T-D	Y-T-D	Y-T-D	Y-T-D	Annual	Annual	Annual	2013/14
	Period	Period	Period	Period	Budget	Actual	Variance	Variance	Budget	Forecast	Variance	Actual
	Budget	Actual	Variance	Variance	Budget	Actual	Variance	Variance	Budget	(including Accruals)	Variance	Actual
<u>Legal and Governance</u>	£'000	£'000	£'000	%	£'000	£'000	£'000	%	£'000	£'000	£'000	£'000
Administrative Expenses - Legal and Governance	4	4	0	10	67	60	8	12	72	62	10	5
Civic Expenses	0	-0	0	-	16	16	0	2	16	16	-	1
Democratic Services	13	14	-1	-7	107	103	5	4	117	109	8	10
Elections	9	3	6	65	51	52	-1	-3	62	57	5	7
Register of Electors	8	5	2	32	124	119	5	4	131	129	2	11
Support - Legal Function	16	17	-1	-9	174	143	31	18	190	161	28	19
<b>Total Legal and Governance</b>	<b>50</b>	<b>43</b>	<b>7</b>	<b>14</b>	<b>539</b>	<b>492</b>	<b>47</b>	<b>9</b>	<b>588</b>	<b>534</b>	<b>53</b>	<b>548</b>

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3. Net Service Expenditure for each Chief Officer - analysed by Budget area

February 15 - Final

**Planning Services**

	Period	Period	Period	Period	Y-T-D	Y-T-D	Y-T-D	Y-T-D	Annual	Annual	Annual	2013/14
	Budget	Actual	Variance	Variance	Budget	Actual	Variance	Variance	Budget	Forecast (including Accruals)	Variance	Actual
	£'000	£'000	£'000	%	£'000	£'000	£'000	%	£'000	£'000	£'000	£'000
Administrative Expenses - Planning Services	3	-6	10	300	34	26	8	24	37	28	9	32
Administrative Expenses - Policy and Environment	-	-0	0	-	-	-0	0	-	-	-	-	-
Conservation	2	3	-1	-47	40	37	3	9	42	39	3	48
Fort Halstead	-	-	-	-	-	-15	15	-	-	-15	15	-
LDF Expenditure	-	7	-7	-	-	42	-42	-	-	41	-41	-
Neighbourhood Plan	-	-	-	-	-	0	-0	-	-	-	-	-
Planning - Appeals	17	14	2	14	184	162	22	12	189	178	11	262
Planning - CIL Administration	-	-	-	-	-	3	-3	-	-	3	-3	5
Planning - Counter	-0	-0	-0	-	-0	-0	-0	-	-0	-0	-0	-1
Planning - Development Management	26	1	24	94	286	59	227	79	293	74	219	260
Planning - Enforcement	23	21	2	7	248	227	21	9	271	251	21	261
Planning Policy	29	24	6	19	354	323	31	9	400	449	-49	448
<b>Total Planning Services</b>	<b>100</b>	<b>64</b>	<b>36</b>	<b>36</b>	<b>1,146</b>	<b>864</b>	<b>282</b>	<b>25</b>	<b>1,232</b>	<b>1,047</b>	<b>185</b>	<b>1,315</b>

#### 4. Cumulative Salary Monitoring

### February 15 - 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
Communities and Business	32	34	-2	-6	348	356	-8	-2	381	395	-14
Corporate Support	163	157	6	4	1,757	1,658	100	6	1,922	1,803	119
Environmental & Operational Services:	418	423	-5	-1	4,592	4,520	72	2	5,012	4,973	39
- Building Control	36	36	0	0	396	382	14	4	432	437	-5
- Environmental Health	50	51	-0	-0	554	544	10	2	605	605	-
- Licensing	23	22	1	5	256	245	11	4	279	279	-
- Operational Services	274	278	-4	-2	3,014	2,933	82	3	3,290	3,201	89
- Parking & Amenity Services	35	37	-2	-5	372	417	-45	-12	407	452	-45
Financial Services	201	237	-36	-18	2,245	2,353	-108	-5	2,454	2,576	-122
Housing	49	53	-4	-8	537	524	14	3	586	574	12
Legal & Governance	46	49	-4	-8	482	519	-37	-8	528	563	-35
Planning Services	148	134	14	9	1,667	1,554	113	7	1,814	1,684	130
<b>Sub Total</b>	<b>1,058</b>	<b>1,088</b>	<b>-30</b>	<b>-3</b>	<b>11,629</b>	<b>11,484</b>	<b>146</b>	<b>1</b>	<b>12,698</b>	<b>12,569</b>	<b>129</b>
Council Wide - Vacant Posts	12	-	12	100	134	-	134	100	135	-	135
Performance Award Contingency	-	-	-	-	-	-	-	-	48	-	48
Market Premiums	4	-	4	100	39	-	39	100	42	15	27
<b>TOTAL SDC Funded Salary Costs</b>	<b>1,073</b>	<b>1,088</b>	<b>-15</b>	<b>-1</b>	<b>11,802</b>	<b>11,484</b>	<b>318</b>	<b>3</b>	<b>12,923</b>	<b>12,584</b>	<b>338</b>
<u>Externally Funded &amp; 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>											
Communities and Business Ext. Funded	12	12	0	0	134	127	7	5	146	134	12
Housing Ext. Funded	18	18	0	1	198	187	11	6	216	206	10
	30	30	0	1	332	314	18	5	362	340	22
<b>TOTAL All Salary Costs</b>	<b>1,103</b>	<b>1,118</b>	<b>-15</b>	<b>-1</b>	<b>12,134</b>	<b>11,797</b>	<b>336</b>	<b>3</b>	<b>13,285</b>	<b>12,925</b>	<b>360</b>
Less Allocs to Trading a/cs inc Ext Funded TASK	-229	-228	-0	-0	-2,517	-2,420	-97	-4	-2,745	-2,745	-
Less Allocations to Capital and Asset maint. etc	-	-	-	-	-	-	-	-	-	-	-
<b>Check total to Pay Costs</b>	<b>874</b>	<b>889</b>	<b>-15</b>	<b>-2</b>	<b>9,617</b>	<b>9,378</b>	<b>239</b>	<b>2</b>	<b>10,540</b>	<b>10,179</b>	<b>360</b>

**DIRECT SERVICES SUMMARY**

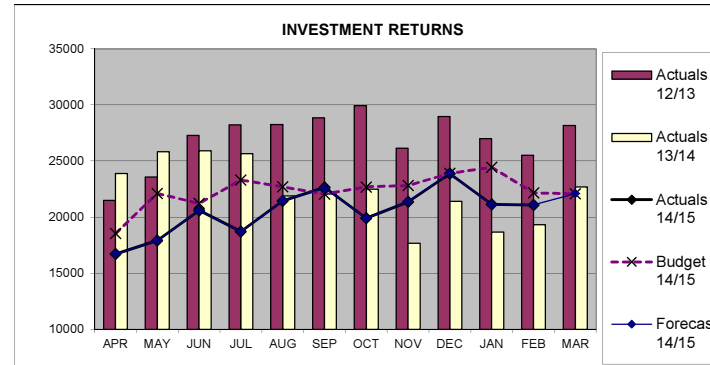
Feb-15	PERIOD				Y-T-D				ANNUAL			Y-T-D NET VARIANCE			ANNUAL NET VARIANCE		
	Budget	Actual	Actual / Budget	Variance	Budget	Actual	Actual / Budget	Variance	Budget	Forecast	Variance	Net Budget by Service	Net Actual by Service	Variance by Service	Net Budget by Service	Net Actual by Service	Variance by Service
	£'000	£'000	%	£'000	£'000	£'000	%	£'000	£'000	£'000	£'000	£'000	£'000	£'000	£'000	£'000	£'000
<b>Income</b>																	
Refuse	-193	-195	1%	1	-2,133	-2,145	1%	12	-2,328	-2,340	12	-65	-122	58	-72	-132	60
Street Cleaning	-99	-99	0%		-1,093	-1,094	0%	1	-1,193	-1,193		61	29	31	66	36	30
Trade	-27	-27	0%		-358	-359	0%		-385	-385		-16	4	-20	-11	8	-19
Workshop	-46	-59	28%	13	-503	-583	16%	79	-549	-632	83		-50	50		-54	54
Green Waste	-19	-19	2%		-333	-390	17%	57	-360	-413	53	-34	-27	-8	-24	-13	-11
Premises Cleaning	-7	-7	0%		-80	-80	0%		-88	-88		-23	-26	3	-25	-28	3
Cesspools	-21	-18	-15%	-3	-229	-219	-4%	-10	-250	-239	-11	-11	-6	-6	-12	-7	-5
Pest Control	-2	-4	72%	2	-66	-72	9%	6	-68	-73	5	10	3	7	15	8	7
Grounds	-11	-11	0%		-116	-116	0%		-129	-129		2		2	-1	-4	3
Fleet	-72	-70	-3%	-2	-787	-759	-4%	-28	-859	-859		-4	1	-5			
Depot	-26	-18	-34%	-9	-258	-261	1%	3	-280	-281	1	-10	-10				
Emergency	-4	-4	0%		-45	-45	0%		-49	-49		1	-2	3	1	-1	2
<b>Total Income</b>	<b>-527</b>	<b>-529</b>	<b>0%</b>	<b>2</b>	<b>-6,003</b>	<b>-6,124</b>	<b>2%</b>	<b>120</b>	<b>-6,537</b>	<b>-6,681</b>	<b>144</b>	<b>-89</b>	<b>-205</b>	<b>116</b>	<b>-64</b>	<b>-187</b>	<b>124</b>
<b>Expenditure</b>																	
Refuse	188	181	4%	7	2,069	2,023	2%	46	2,257	2,208	49						
Street Cleaning	105	102	3%	3	1,154	1,124	3%	30	1,259	1,229	30						
Trade	31	24	23%	7	343	363	-6%	-20	374	393	-19						
Workshop	46	46	0%		503	532	-6%	-29	549	578	-29						
Green Waste	25	48	-92%	-23	298	363	-22%	-65	336	400	-64						
Premises Cleaning	5	5	13%	1	57	55	5%	3	63	60	3						
Cesspools	20	18	10%	2	218	213	2%	5	238	232	6						
Pest Control	7	7	-3%		76	75	1%	1	83	81	2						
Grounds	8	8	4%		118	116	2%	2	128	125	3						
Fleet	72	65	10%	7	784	760	3%	23	859	859							
Depot	26	31	-21%	-5	248	251	-1%	-3	280	281	-1						
Emergency	4	4	7%		46	43	6%	3	50	48	2						
<b>Total Expenditure</b>	<b>536</b>	<b>538</b>	<b>0%</b>	<b>-2</b>	<b>5,914</b>	<b>5,918</b>	<b>0%</b>	<b>-4</b>	<b>6,474</b>	<b>6,494</b>	<b>-20</b>						
<b>Net</b>	<b>9</b>	<b>8</b>	<b>-4%</b>		<b>-89</b>	<b>-205</b>	<b>130%</b>	<b>116</b>	<b>-64</b>	<b>-187</b>	<b>124</b>						

Agenda Item 7

## INVESTMENT RETURNS

### INVESTMENT RETURNS

	Actuals 12/13	Actuals 13/14	Actuals 14/15	Budget 14/15	Variance	Forecast 14/15
APR	21,489	23,889	16,720	18,541	-1,821	16,700
MAY	23,571	25,821	17,917	22,096	-4,179	17,900
JUN	27,280	25,924	20,598	21,221	-623	20,600
JUL	28,227	25,660	18,694	23,313	-4,619	18,700
AUG	28,256	21,900	21,459	22,703	-1,244	21,500
SEP	28,853	22,069	22,633	22,043	590	22,600
OCT	29,941	22,500	19,904	22,687	-2,783	19,900
NOV	26,144	17,673	21,359	22,815	-1,456	21,400
DEC	28,954	21,411	23,875	23,906	-31	23,900
JAN	26,999	18,662	21,136	24,435	-3,299	21,100
FEB	25,505	19,308	21,081	22,165	-1,084	21,100
MAR	28,159	22,693		22,075		22,100
<b>TOTAL</b>	<b>323,378</b>	<b>267,510</b>	<b>225,376</b>	<b>268,000</b>	<b>-20,549</b>	<b>247,500</b>



### INVESTMENT RETURNS (CUMULATIVE)

	Actuals 12/13	Actuals 13/14	Actuals 14/15	Budget 14/15	Variance	Forecast 14/15
APR	21,489	23,889	16,720	18,541	-1,821	16,700
MAY	45,060	49,710	34,637	40,637	-6,000	34,600
JUN	72,340	75,634	55,235	61,858	-6,623	55,200
JUL	100,567	101,294	73,929	85,171	-11,242	73,900
AUG	128,823	123,194	95,388	107,874	-12,486	95,400
SEP	157,676	145,263	118,021	129,917	-11,896	118,000
OCT	187,617	167,763	137,925	152,604	-14,679	137,900
NOV	213,761	185,436	159,284	175,419	-16,135	159,300
DEC	242,715	206,847	183,159	199,325	-16,166	183,200
JAN	269,714	225,509	204,295	223,760	-19,465	204,300
FEB	295,219	244,817	225,376	245,925	-20,549	225,400
MAR	323,378	267,510		268,000		247,500

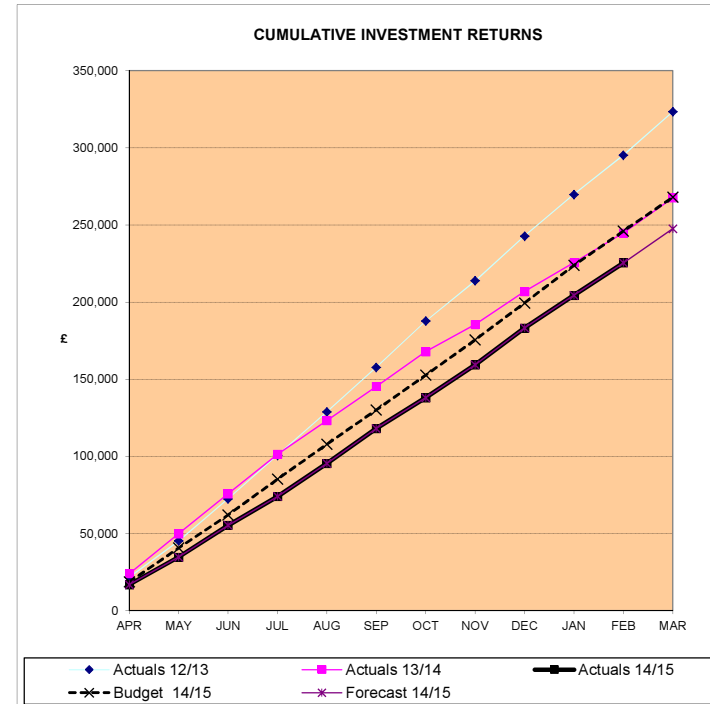
BUDGET FOR 2014/15                    268,000  
 FORECAST OUTTURN                    247,500

CODE:-                    YHAA                    96900

**N.B.**

These are the gross interest receipts rather than the interest remaining in the General Fund

Fund Average                    0.5731%  
 7 Day LIBID                    0.3473%  
 3 Month LIBID                    0.4152%



**STAFFING STATISTICS**  
February 2015

	<b>BDGT BOOK</b>	<b>STAFF</b>	<b>AGENCY</b>	<b>CASUAL</b>	<b>TOTAL</b>	<b>COMMENTS / VARIATIONS</b>	<b>JANUARY</b>
	<b>FTE REV</b>	<b>FTE</b>	<b>STAFF</b>	<b>FTE</b>			<b>TOTALS</b>
Communities and Business	8.73	8.68	0.00	0.32	9.00		10.16
Corporate Support	60.56	60.53	0.00	0.00	60.53	Now includes Contact Centre, Human Resources, Secretariat and Property.	58.78
Environmental & Operational Services	148.56	144.71	15.83	1.68	162.22		159.39
<i>Operational Services</i>	105.77	101.50	14.83	0.58	116.91	Includes Grounds Maintenance, plus Parking Officer.	114.08
<i>Env Health</i>	12.57	12.57	1.00	0.00	13.57		13.57
<i>Licensing</i>	8.61	9.61	0.00	0.00	9.61		9.61
<i>Parking</i>	12.00	11.61	0.00	1.10	12.71	Still includes Ranger (Should be Operational Services).	12.71
<i>Surveying Services</i>	9.61	9.42	0.00	0.00	9.42	Was Building Control, now includes Land Charges.	9.42
Financial Services	64.72	59.05	9.00	1.71	69.76	Includes Chief Exec, plus Transformation & Strategy. No longer includes Human Resources, Contact Centre or Property. All now in Corporate Support.	68.00
Housing	12.35	12.24	1.50	0.00	13.74	No longer includes Communications.	13.24
Legal and Governance	11.92	12.13	0.00	0.50	12.63	No longer includes Policy - now Financial Services or Land Charges - now Surveying Services.	12.63
Planning Services	46.19	50.33	0.00	0.00	50.33		50.33
Posts Removed under SMT Review							
<b>SUB TOTAL</b>	<b>353.03</b>	<b>347.67</b>	<b>26.33</b>	<b>4.21</b>	<b>378.21</b>		<b>372.53</b>
<b>EXTERNALLY FUNDED POSTS</b>							
Communities and Business	3.81	3.54	0.00	0.00	3.54	Includes Graduate Trainee Economic Development Officer.	3.54
Housing	6.09	4.49	0.00	0.00	4.49	1 post is part funded by SDC (see Housing permanent posts).	4.49
<b>SUB TOTAL</b>	<b>9.90</b>	<b>8.03</b>	<b>0.00</b>	<b>0.00</b>	<b>8.03</b>		<b>8.03</b>
<b>TOTALS</b>	<b>362.93</b>	<b>355.70</b>	<b>26.33</b>	<b>4.21</b>	<b>386.24</b>		<b>380.56</b>
<b>Number of staff paid in February 2015:</b>							
381 permanent, 9 casuals							

## Reserves

	01/04/14	Movement in month	Cumulative to date	Balance as at end February 15	31/3/15 budget	31/3/15 forecast
	£000	£000	£000	£000	£000	£000
<u>Provisions</u>						
Accumulated Absences	152			152	152	152
Municipal Mutual Insurance (MMI)	257			257	257	257
NNDR Appeals	907			907	907	907
Others	34			34	34	34
	<b>1,350</b>	<b>0</b>	<b>0</b>	<b>1,350</b>	<b>1,350</b>	<b>1,350</b>
<u>Capital Receipts(Gross)</u>	<b>4,568</b>		<b>113</b>	<b>4,681</b>	5,881	3,327
Note: this balance will reduce at year end as the receipts are used to finance capital expenditure						
<u>Earmarked Reserves</u>						
Budget Stabilisation	5,348		943	6,291	6,354	6,354
Financial Plan	4,644		300	4,944	4,881	4,881
Pension Fund	1,318		-810	508	508	508
Housing Benefit subsidy	1,082			1,082	1,082	1,082
Asset Maintenance	1,000			1,000	1,000	1,000
First Time Sewerage	915		-200	715	715	715
NNDR Safety Net	595			595	595	595
Local Plan/LDF	528			528	514	514
Reorganisation	465			465	465	465
Communities and Business	450	10	42	492	450	450
IT Asset Maintenance	403			403	403	403
Action and Development	395			395	395	395
New Homes Bonus	379			379	379	379
Vehicle Renewal	304			304	304	304
Vehicle Insurance	284			284	284	284
Corporate Project Support	0		200	200	200	0
Homelessness Prevention	197		-21	176	197	197
Carry Forward Items	177	-40	-43	134	177	177
Flood Support	173		-28	146	159	159
Capital Financing	153		198	351	153	153
Rent Deposit Guarantees	102			102	102	102
Repayable Housing Grant Assistance	99		17	116	99	99
District Elections	87	1	16	103	91	91
Housing Benefit	86			86	86	86
Big Community Fund	73			73	73	73
Local Strategic Partnership	70			70	70	70
Others (Under £70k)	310			310	310	310
	<b>19,637</b>	<b>-28</b>	<b>616</b>	<b>20,253</b>	<b>20,046</b>	<b>19,846</b>
<u>General Fund</u>						
Required Minimum	1,500				1,500	1,500
Available Balance	2,213				2,213	2,213
	<b>3,713</b>				<b>3,713</b>	<b>3,713</b>
<b>TOTAL</b>	<b>29,268</b>				<b>30,990</b>	<b>28,236</b>

9. Capital

February 15 - 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	Big Community Fund - Capital	-	2	-2	-	-	25	-25	-	-	-	-
COMMDEV	Parish Projects	5	-	5	100	56	-	56	100	61	-	61
COMMDEV	Property - Swanley WM Club	-	1,177	-1,177	-	-	1,302	-1,302	-	-	-	-
ENVOPS	Vehicle Purchases	41	-	41	100	448	146	303	68	489	489	-
FINSERV	LGA Municipal Bonds Agency	-	30	-30	-	-	50	-50	-	-	50	-50
HOUSING	Improvement Grants	28	12	16	56	306	174	132	43	334	334	-
HOUSING	WKHA Adaps for Disab Financing Costs Advances	21	20	1	3	229	142	87	38	250	250	-
HOUSING	SDC - HMO Grants	-	3	-3	-	-	10	-10	-	-	-	-
HOUSING	RHPCG 10-11 SDC	-	2	-2	-	-	3	-3	-	-	-	-
HOUSING	RHPCG - Discretionary Grants	-	-	-	-	-	11	-11	-	-	-	-
ICT	Horton Kirby Village Hall	-	12	-12	-	-	12	-12	-	-	-	-
ICT	Back-up Generator	140	-	140	100	140	-	140	100	140	175	-35
LEGAL	Modern Govt Document Management System	-	-3	3	-	-	-	-	-	-	-	-
DEVCONT	Affordable Housing	-	-	-	-	-	252	-252	-	-	-	-
DEVCONT	S106 Capital	-	-	-	-	-	701	-701	-	-	-	-
		<b>234</b>	<b>1,255</b>	<b>-1,020</b>	<b>-435</b>	<b>1,179</b>	<b>2,827</b>	<b>-1,648</b>	<b>-140</b>	<b>1,274</b>	<b>1,298</b>	<b>-24</b>

\*Improvement Grants budget shown net of Government grant.

**CUMULATIVE INCOME FIGURES**

**February 2015**

Agenda Item 7

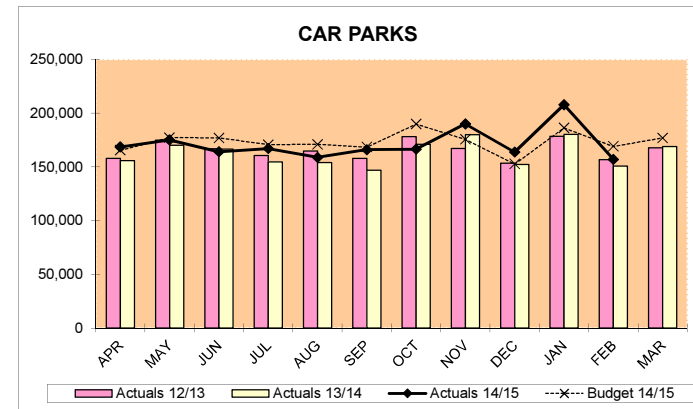
	<b>ACTUAL</b>	Comparison of 13/14 and 14/15, where a minus is 'bad news'	<b>MANAGER'S PROFILED BUDGET</b>	Variance, where a minus is 'bad news'	<b>ANNUAL BUDGET</b>	<b>Annual Forecast</b>
<b>CAR PARKS</b>	<b>1,884,044</b>	<i>102,236</i>	<b>1,902,716</b>	-18,672	2,079,566	2,027,297
<b>ON-STREET PARKING</b>	<b>904,419</b>	<i>124,650</i>	<b>793,237</b>	111,182	865,678	865,678
<b>LAND CHARGES</b>	<b>183,397</b>	<i>22,150</i>	<b>149,171</b>	34,226	162,739	197,739
<b>BUILDING CONTROL</b>	<b>397,222</b>	<i>17,479</i>	<b>400,849</b>	-3,627	441,849	441,849
<b>DEVELOPMENT MANAGEMENT</b>	<b>827,055</b>	<i>118,085</i>	<b>653,312</b>	173,743	712,715	893,715
	<b>4,196,137</b>	<b>384,600</b>	<b>3,899,285</b>	<b>296,852</b>	<b>4,262,547</b>	<b>4,426,278</b>



## 10 Car Parks Graphs

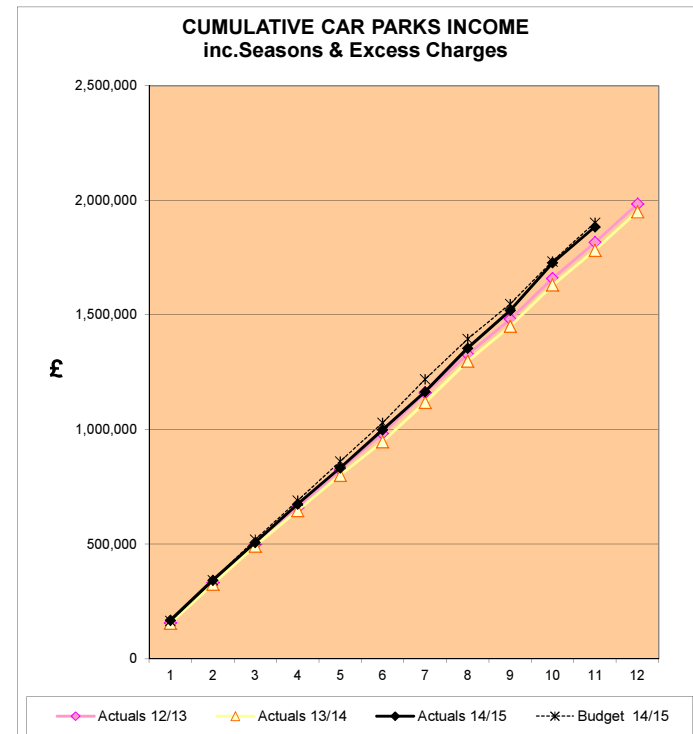
### CAR PARKS (HWCARPK)

	Actuals 12/13	Actuals 13/14	Actuals 14/15	Increase / decrease from 13/14 to 14/15	Budget 14/15	Variance (Actuals-Budget)	Manager's Forecast
1 APR	157,819	155,699	<b>168,511</b>	12,812	<b>165,474</b>	3,037	
2 MAY	174,830	169,965	<b>175,067</b>	5,101	<b>177,102</b>	-2,035	
3 JUN	166,750	166,396	<b>164,077</b>	-2,319	<b>176,974</b>	-12,897	
4 JUL	160,431	154,581	<b>166,900</b>	12,320	<b>170,567</b>	-3,667	
5 AUG	164,734	154,033	<b>158,792</b>	-4,758	<b>170,904</b>	-12,112	
6 SEP	157,977	146,979	<b>165,949</b>	18,970	<b>168,408</b>	-2,459	
7 OCT	178,029	170,958	<b>166,318</b>	-4,640	<b>189,858</b>	-23,540	
8 NOV	167,264	179,815	<b>189,931</b>	10,116	<b>175,522</b>	14,409	
9 DEC	153,501	152,215	<b>163,685</b>	11,469	<b>152,655</b>	11,030	
10 JAN	178,423	180,306	<b>207,783</b>	27,477	<b>186,251</b>	21,532	
11 FEB	156,797	150,861	<b>157,031</b>	6,170	<b>169,001</b>	-11,970	
12 MAR	167,622	168,940		-168,940	<b>176,850</b>	-176,850	
<b>TOTAL</b>	<b>1,984,176</b>	<b>1,950,748</b>	<b>1,884,044</b>	<b>-66,704</b>	<b>2,079,566</b>	<b>-195,522</b>	<b>2,027,297</b>



### CAR PARKS (CUMULATIVE)

	Actuals 12/13	Actuals 13/14	Actuals 14/15	Cumulative increase / decrease from 13/14 to 14/15	Budget 14/15	Variance (Column E-G)	Manager's Forecast
APR	157,819	155,699	<b>168,511</b>	12,812	<b>165,474</b>	3,037	
MAY	332,649	325,664	<b>343,578</b>	17,914	<b>342,576</b>	1,002	
JUNE	499,399	492,060	<b>507,655</b>	15,595	<b>519,550</b>	-11,895	
JUL	659,830	646,641	<b>674,555</b>	27,914	<b>690,117</b>	-15,562	
AUG	824,563	800,674	<b>833,347</b>	32,673	<b>861,021</b>	-27,674	
SEP	982,541	947,653	<b>999,296</b>	51,643	<b>1,029,429</b>	-30,133	
OCT	1,160,569	1,118,610	<b>1,165,614</b>	47,004	<b>1,219,287</b>	-53,673	
NOV	1,327,834	1,298,425	<b>1,355,545</b>	57,119	<b>1,394,809</b>	-39,264	
DEC	1,481,334	1,450,641	<b>1,519,229</b>	68,589	<b>1,547,464</b>	-28,235	
JAN	1,659,757	1,630,947	<b>1,727,012</b>	96,066	<b>1,733,715</b>	-6,703	
FEB	1,816,554	1,781,808	<b>1,884,044</b>	102,236	<b>1,902,716</b>	-18,672	
MAR	1,984,176	1,950,748		-1,950,748		0	2,027,297



### FEBRUARY 2015

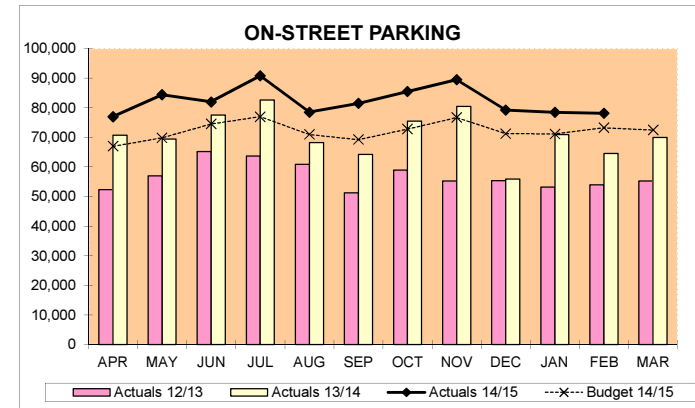
#### HWCARPK

	Actual (Cumulative)	Budget	(Monthly)	
DAY TICKETS	3300	<b>1,564,552</b>	<b>1,588,207</b>	137,873
EXCESS / PENALTY CHARGES	***1/****3	-	-	-
SEASON TICKETS	***2	<b>302,808</b>	<b>305,009</b>	19,028
OTHER (inc. Res. Pkg)	***9	<b>12,027</b>	<b>5,500</b>	-
WAIVERS	3404	<b>850</b>	-	130
RENT	94500	<b>3,807</b>	<b>4,000</b>	-
<b>TOTAL</b>	<b>1,884,044</b>	<b>1,902,716</b>	<b>157,031</b>	

## 10 On-Street / Enforcement Graphs

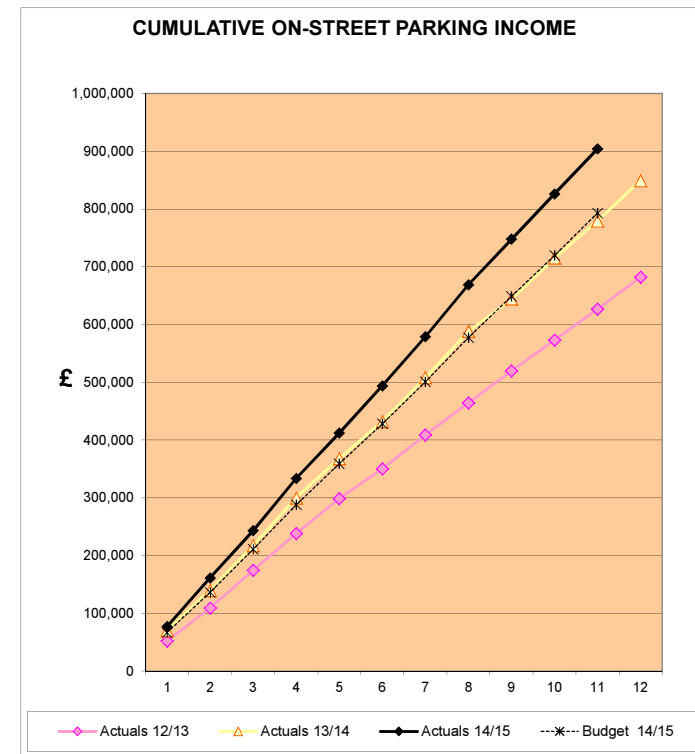
### ON-STREET PARKING (HWDCRIM / HWENFORC)

	Actuals 12/13	Actuals 13/14	Actuals 14/15	Increase / decrease from 13/14 to 14/15	Budget 14/15	Variance (Actuals-Budget)	Manager's Forecast
1 APR	52,328	70,633	76,959	6,326	66,925	10,034	
2 MAY	56,995	69,381	84,385	15,005	69,784	14,601	
3 JUN	65,190	77,535	81,925	4,390	74,503	7,422	
4 JUL	63,657	82,605	90,710	8,105	76,933	13,777	
5 AUG	60,822	68,200	78,464	10,265	70,928	7,536	
6 SEP	51,221	64,195	81,440	17,244	69,212	12,228	
7 OCT	58,926	75,420	85,478	10,058	72,787	12,691	
8 NOV	55,213	80,422	89,411	8,989	76,647	12,764	
9 DEC	55,356	55,880	79,197	23,317	71,231	7,966	
10 JAN	53,183	70,937	78,399	7,463	71,071	7,328	
11 FEB	53,925	64,562	78,050	13,488	73,216	4,834	
12 MAR	55,254	69,925	72,441	-69,925	72,441	-72,441	
<b>TOTAL</b>	<b>682,071</b>	<b>849,694</b>	<b>904,419</b>	<b>54,724</b>	<b>865,678</b>	<b>38,741</b>	<b>865,678</b>



### ON-STREET PARKING (CUMULATIVE)

	Actuals 12/13	Actuals 13/14	Actuals 14/15	Cumulative increase / decrease from 13/14 to 14/15	Budget 14/15	Variance (Column E-G)	Manager's Forecast
APR	52,328	70,633	76,959	6,326	66,925	10,034	
MAY	109,324	140,014	161,344	21,331	136,709	24,635	
JUNE	174,514	217,548	243,269	25,721	211,212	32,057	
JUL	238,171	300,153	333,979	33,826	288,145	45,834	
AUG	298,993	368,353	412,444	44,091	359,073	53,371	
SEP	350,214	432,548	493,883	61,335	428,285	65,598	
OCT	409,140	507,968	579,361	71,393	501,072	78,289	
NOV	464,353	588,390	668,772	80,382	577,719	91,053	
DEC	519,709	644,270	747,969	103,699	648,950	99,019	
JAN	572,892	715,207	826,369	111,162	720,021	106,348	
FEB	626,817	779,769	904,419	124,650	793,237	111,182	
MAR	682,071	849,694	-849,694	-849,694	0	0	865,678



### FEBRUARY 2015

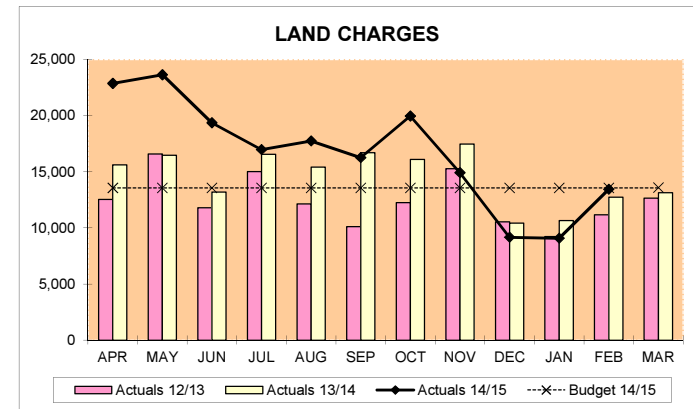
#### HWDCRIM / HWENFORC

	Actual (Cumulative)	Budget	(Monthly)	
PENALTY NOTICES	3403	162,141	132,000	14,264
WAIVERS	3404	6,891	9,163	142
RESIDENTS PERMITS	3406	47,217	44,000	3,571
ON STREET PARKING	3300	484,038	390,483	41,470
BUSINESS PERMITS	3408	80,049	76,076	5,413
OTHER	9999	-	-	-
EXCESS CHARGE	****1	124,083	141,515	13,190
<b>TOTAL</b>		<b>904,419</b>	<b>793,237</b>	<b>78,050</b>

## 10 Land Charges Graphs

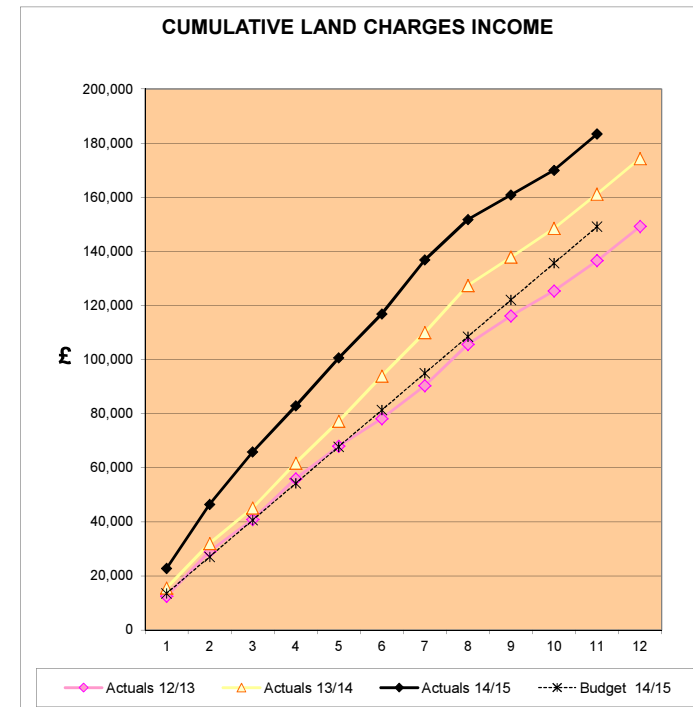
### LAND CHARGES (LPLNDCH)

	Actuals 12/13	Actuals 13/14	Actuals 14/15	Increase / decrease from 13/14 to 14/15	Budget 14/15	Variance (Actuals-Budget)	Manager's Forecast
1 APR	12,520	15,600	22,879	7,279	13,561	9,318	
2 MAY	16,579	16,455	23,640	7,185	13,561	10,079	
3 JUN	11,786	13,180	19,373	6,193	13,561	5,812	
4 JUL	15,021	16,544	16,975	431	13,561	3,414	
5 AUG	12,139	15,419	17,740	2,321	13,561	4,179	
6 SEP	10,100	16,709	16,259	-449	13,561	2,698	
7 OCT	12,235	16,083	19,959	3,876	13,561	6,398	
8 NOV	15,271	17,455	14,915	-2,540	13,561	1,354	
9 DEC	10,536	10,427	9,149	-1,278	13,561	-4,412	
10 JAN	9,220	10,652	9,067	-1,585	13,561	-4,494	
11 FEB	11,165	12,722	13,439	717	13,561	-122	
12 MAR	12,637	13,127		-13,127	13,568	-13,568	
<b>TOTAL</b>	<b>149,208</b>	<b>174,373</b>	<b>183,397</b>	<b>9,024</b>	<b>162,739</b>	<b>20,658</b>	<b>197,739</b>



### LAND CHARGES (CUMULATIVE)

	Actuals 12/13	Actuals 13/14	Actuals 14/15	Cumulative increase / decrease from 13/14 to 14/15	Budget 14/15	Variance (Column E-G)	Manager's Forecast
APR	12,520	15,600	22,879	7,279	13,561	9,318	
MAY	29,099	32,055	46,519	14,464	27,122	19,397	
JUNE	40,885	45,235	65,892	20,657	40,683	25,209	
JUL	55,906	61,779	82,867	21,088	54,244	28,623	
AUG	68,044	77,198	100,607	23,409	67,805	32,802	
SEP	78,145	93,907	116,867	22,960	81,366	35,501	
OCT	90,379	109,990	136,826	26,836	94,927	41,899	
NOV	105,651	127,445	151,741	24,296	108,488	43,253	
DEC	116,186	137,872	160,890	23,018	122,049	38,841	
JAN	125,407	148,524	169,957	21,433	135,610	34,347	
FEB	136,571	161,246	183,397	22,150	149,171	34,226	
MAR	149,208	174,373		-174,373		0	197,739



### FEBRUARY 2015

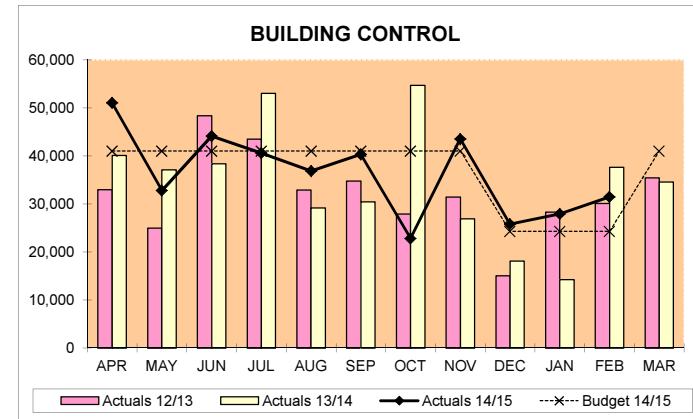
#### LPLNDCH

	Received (Month)	Percentage (Month)	Percentage (Month 13/14)	(Cumulative)
Searches Received - Paper	£105	42	22%	18% 622
Searches Received - Electronic	£86	83	43%	48% 1,096
Searches Received - Personal	£0	69	36%	34% 980
<b>TOTAL</b>		<b>194</b>	<b>100.0%</b>	<b>100.0% 2,698</b>

## 10 Building Control Graphs

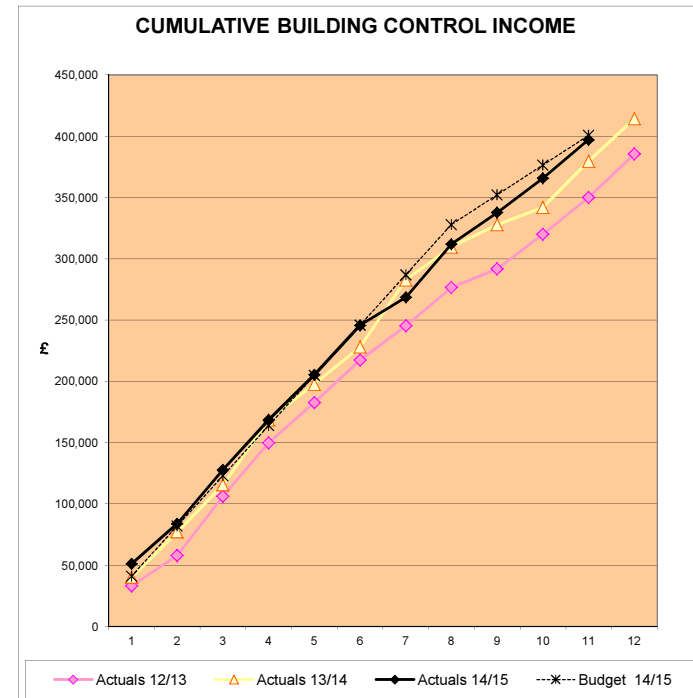
### BUILDING CONTROL (DVBCFEE)

	Actuals 12/13	Actuals 13/14	Actuals 14/15	Increase / decrease from 13/14 to 14/15	Budget 14/15	Variance (Actuals-Budget)	Manager's Forecast
1 APR	32,975	40,068	51,034	10,966	41,000	10,034	
2 MAY	24,976	37,100	32,817	-4,283	41,000	-8,183	
3 JUN	48,352	38,370	44,143	5,773	41,000	3,143	
4 JUL	43,510	52,998	40,573	-12,425	41,000	-427	
5 AUG	32,905	29,169	36,853	7,684	41,000	-4,147	
6 SEP	34,735	30,402	40,314	9,912	41,000	-686	
7 OCT	27,882	54,714	22,812	-31,902	41,000	-18,188	
8 NOV	31,440	26,918	43,520	16,602	41,000	2,520	
9 DEC	15,031	18,120	25,767	7,647	24,282	1,485	
10 JAN	28,290	14,239	27,922	13,683	24,282	3,640	
11 FEB	30,097	37,644	31,466	-6,178	24,285	7,181	
12 MAR	35,403	34,554		-34,554	41,000	-41,000	
<b>TOTAL</b>	<b>385,596</b>	<b>414,297</b>	<b>397,222</b>	<b>-17,075</b>	<b>441,849</b>	<b>-44,627</b>	<b>441,849</b>



### BUILDING CONTROL (CUMULATIVE)

	Actuals 12/13	Actuals 13/14	Actuals 14/15	Cumulative increase / decrease from 13/14 to 14/15	Budget 14/15	Variance (Column E-G)	Manager's Forecast
APR	32,975	40,068	51,034	10,966	41,000	10,034	
MAY	57,951	77,168	83,852	6,683	82,000	1,852	
JUNE	106,303	115,539	127,995	12,456	123,000	4,995	
JUL	149,813	168,537	168,568	31	164,000	4,568	
AUG	182,719	197,706	205,421	7,715	205,000	421	
SEP	217,453	228,108	245,735	17,627	246,000	-265	
OCT	245,335	282,823	268,547	-14,275	287,000	-18,453	
NOV	276,776	309,740	312,067	2,327	328,000	-15,933	
DEC	291,807	327,861	337,834	9,974	352,282	-14,448	
JAN	320,096	342,099	365,756	23,657	376,564	-10,808	
FEB	350,193	379,743	397,222	17,479	400,849	-3,627	
MAR	385,596	414,297		-414,297		0	441,849



### FEBRUARY 2015

#### DVBCFEE

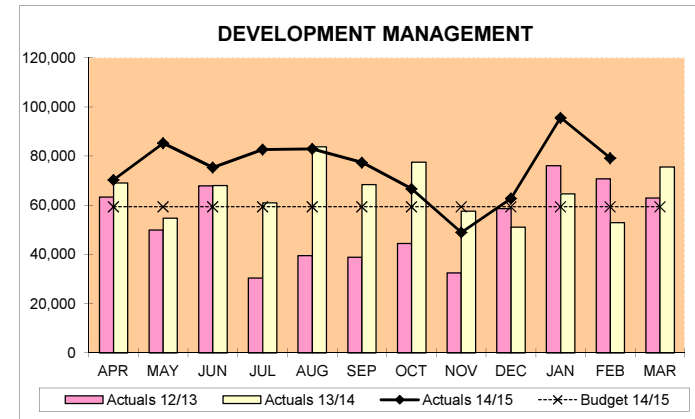
	Actual (Cumulative)	Budget	(Monthly)	
Plan Fee	3066	254,715	241,663	18,220
Inspection Fee	3067	142,507	159,186	13,246
<b>TOTAL</b>		<b>397,222</b>	<b>400,849</b>	<b>31,466</b>

\* From November 2014 these graphs represent information on Plan Fees and Inspection Fees only. Income budget for partnership working now excluded.

## 10 Development Management Graph

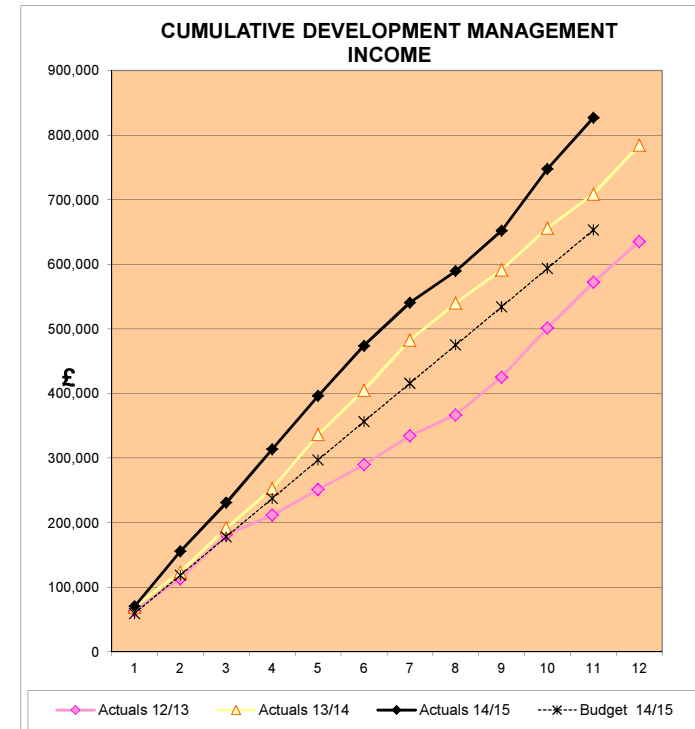
### DEVELOPMENT MANAGEMENT (DVDEVCT)

	Actuals 12/13	Actuals 13/14	Actuals 14/15	Increase / decrease from 13/14 to 14/15	Budget 14/15	Variance (Actuals-Budget)	Manager's Forecast
1 APR	63,378	69,061	70,352	1,291	59,392	10,960	
2 MAY	49,955	54,683	85,205	30,522	59,392	25,813	
3 JUN	67,875	68,069	75,418	7,349	59,392	16,026	
4 JUL	30,448	61,049	82,661	21,612	59,392	23,269	
5 AUG	39,527	83,804	82,965	-839	59,392	23,573	
6 SEP	38,837	68,457	77,386	8,928	59,392	17,994	
7 OCT	44,434	77,511	66,604	-10,908	59,392	7,212	
8 NOV	32,532	57,665	49,012	-8,652	59,392	-10,380	
9 DEC	58,588	51,148	62,729	11,581	59,392	3,337	
10 JAN	76,016	64,624	95,591	30,968	59,392	36,199	
11 FEB	70,715	52,900	79,133	26,233	59,392	19,741	
12 MAR	62,921	75,584		-75,584	59,403	-59,403	
<b>TOTAL</b>	<b>635,226</b>	<b>784,555</b>	<b>827,055</b>	<b>42,501</b>	<b>712,715</b>	<b>114,340</b>	<b>893,715</b>



### DEVELOPMENT MANAGEMENT (CUMULATIVE)

	Actuals 12/13	Actuals 13/14	Actuals 14/15	Cumulative increase / decrease from 13/14 to 14/15	Budget 14/15	Variance (Column E-G)	Manager's Forecast
APR	63,378	69,061	70,352	1,291	59,392	10,960	
MAY	113,333	123,743	155,557	31,814	118,784	36,773	
JUNE	181,209	191,813	230,975	39,162	178,176	52,799	
JUL	211,657	252,862	313,636	60,774	237,568	76,068	
AUG	251,184	336,666	396,601	59,935	296,960	99,641	
SEP	290,020	405,123	473,987	68,863	356,352	117,635	
OCT	334,454	482,634	540,590	57,956	415,744	124,846	
NOV	366,986	540,299	589,602	49,304	475,136	114,466	
DEC	425,574	591,447	652,331	60,884	534,528	117,803	
JAN	501,590	656,070	747,922	91,852	593,920	154,002	
FEB	572,305	708,971	827,055	118,085	653,312	173,743	
MAR	635,226	784,555		-784,555		0	893,715



### FEBRUARY 2015

#### DVDEVCT

	Actual (Cumulative)	Budget	(Monthly)	
Planning Application Fees	3009	741,431	579,117	75,300
Other	9999	7,000	-	-
Pre-application Fees	94301	56,125	47,344	4,433
Monitoring Fees	94302	22,500	26,851	(600)
<b>TOTAL</b>		<b>827,055</b>	<b>653,312</b>	<b>79,133</b>

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**Finance & Resources Advisory Committee Work Plan 2014/15**

14 April 2015	June 2015	September 2015	November 2015
<p>Financial Performance Indicators 2014/15 - to the end of February 2015</p> <p>Financial Results 2014/15 - to the end of February 2015</p>	<p>Financial Performance Indicators 2014/15 - to the end of March 2015</p> <p>Provisional Outturn 2014/15 and Carry Forward Requests</p>	<p>Annual Treasury Management Report 2014/15</p> <p>Financial Performance Indicators 2015/16 - to the end of July 2015</p> <p>Financial Results 2015/16 - to the end of July 2015</p> <p>Financial Prospects and Budget Strategy 2016/17 and Beyond</p>	<p>Treasury Management Statutory Report</p> <p>Budget: Service Reviews and Service Change Impact Assessments (SCIAS)</p> <p>Shared Services</p> <p>Financial Performance Indicators 2015/16 - to the end of September 2015</p> <p>Financial Results 2015/16 - to the end of September 2015</p>

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