

DIRECTORATE FINANCIAL MONITORING - SALARIES
DECEMBER 2013 - SALARIES

ANNEX 1

REVISED

<u>DIRECTORATE</u>	<u>2013/14</u>			<u>2012/13</u>		
	<u>EXPENDITURE</u> <u>TO 31/12/13</u>	<u>BUDGET</u> <u>PROVISION</u> <u>(REVISED)</u>	<u>VARIATION</u> <u>FROM BUDGET</u> <u>(REVISED)</u>	<u>EXPENDITURE</u> <u>TO 31/12/12</u>	<u>BUDGET</u> <u>PROVISION</u> <u>(REVISED)</u>	<u>VARIATION</u> <u>FROM BUDGET</u> <u>(REVISED)</u>
	<u>£000</u>	<u>£000</u>	<u>%</u>	<u>£000</u>	<u>£000</u>	<u>%</u>
OFFICE OF THE CHIEF EXECUTIVE	637	641	-0.6	527	527	0.0
DEPUTY CHIEF EXECUTIVE *	1,142	1,144	-0.2	1,073	1,068	0.5
CORPORATE SUPPORT SERVICE DIRECTORATE	1,957	1,965	-0.4	1,867	1,877	-0.5
FINANCE & ICT DIRECTORATE	2,916	2,957	-1.4	2,830	2,842	-0.4
HOUSING DIRECTORATE *	4,018	4,050	-0.8	3,860	3,932	-1.8
ENVIRONMENT & STREET SCENE DIRECTORATE *	2,459	2,473	-0.6	2,485	2,499	-0.6
PLANNING & ECONOMIC DEVELOPMENT DIRECTORATE (Less Building Control)	1,391	1,467	-5.2	1,347	1,353	-0.4
BUILDING CONTROL	169	166	1.8	163	166	-1.8
TOTAL	14,689	14,863	-1.2	14,152	14,264	-0.8

* Agency costs are included in the salaries expenditure.

	13/14 Full Year Budget £'000	Third Quarter			13/14 Variance Budget v Actual		Comments
		13/14 Budget £'000	13/14 Actual £'000	12/13 Actual £'000	£'000	%	
Major expenditure items:							
Grants to Voluntary Groups	127	103	104	82	1	1	Grants carried forward from previous years as committed amount to £42,612, of which £15,690 is still outstanding at the end of Quarter 3. Grants are in line with the profiled budget which are paid out on completion of the project, or in stage payments as work is completed for larger applications. It is therefore inappropriate to make comparisons with previous years.
Voluntary Sector Support	167	153	153	153	0	0	The figures include grants to the CAB and VAEF which are paid twice yearly in 50% instalments in April and October. There have been no increases in the contribution to these organisations in 2013/14, however the VAEF occupy Homefield House and are provided with telephone & network charges for which costs are not fully recovered.
	294	256	257	235			

DIRECTORATE FINANCIAL MONITORING - CORPORATE SUPPORT SERVICES

	13/14 Full Year Budget £'000	Third Quarter			13/14 Variance Budget v Actual			Comments
		13/14 Budget £'000	13/14 Actual £'000	12/13 Actual £'000	£'000	%		
Major expenditure items:								
Building Maintenance	607	292	239	212	-53	-18		Building maintenance works are difficult to forecast but generally work is undertaken in the latter part of the year allowing for preparation work to take place. The full year budget now includes building maintenance expenditure items previously allocated to the Civic Offices, the prior year comparative has been adjusted to reflect this change. Expenditure at the end of quarter 3 is below the profiled budget with £89,550 committed to work which will be completed in the fourth quarter. Despite the additional works required due to the flood, the work programme for the year is expected to be completed and the money spent by the end of the financial year.
	607	292	239	212				

	13/14 Full Year Budget £'000	Third Quarter			13/14 Variance Budget v Actual		Comments
		13/14 Budget £'000	13/14 Actual £'000	12/13 Actual £'000	£'000	%	
<u>Major income items:</u>							
Hackney Carriages	180	145	139	144	-6	-4	The number of applications and renewals for driver and vehicle licenses for quarter 3 has decreased slightly compared to that achieved in quarter 3 in the prior year.
Licensing & Registrations	118	101	97	100	-4	-4	The third quarter of 2013/14 of fee income is broadly in line with both the prior year actual and current year budget spending profile.
Fleet Operations MOTs	213	162	161	181	-1	-1	MOTs are undertaken by the Fleet Operations Unit at Langston Road depot. The reduction in income in quarter 3 compared to the previous year is as a result of the loss of a significant proportion of business from local dealerships, this is reflected in the probable outturn.
Local Land Charges	204	155	156	142	1	0	Local Land Charges income has exceeded the previous year but is on target with the budget to date. There has been an improvement in the housing market which has led to an increase in the number of searches performed.
	714	563	553	567			

	13/14 Full Year Budget £'000	Third Quarter			13/14 Variance Budget v Actual		<u>Comments</u>
		13/14 Budget £'000	13/14 Actual £'000	12/13 Actual £'000	£'000	%	
<u>Major income items:</u>							
Industrial Estates	1,134	1,078	1,062	1,353	-16	-1	Rents from the Industrial units at Brooker Road, Oakwood Hill, Oakwood Hill Workshop units and Langston Road, are slightly below target with the third quarter including income billed in advance for the fourth quarter. The prior year comparative includes back dated rent of £251,000 resulting from reviews in 2012/13. Income from the Langston Road Seedbed Centre is being affected by an increased number of voids.
Business Premises - Shops	1,845	1,845	1,851	1,785	7	0	This income relates to commercial properties which include shops, doctors surgeries, a petrol station and public houses. Income is above target and includes rents billed in advance for the final quarter.
Land & Property	169	70	70	67	0	0	Commission is received from the David Lloyd Centre based on their turnover. Income relating to 2013/14 will be accounted for at the end of the year, but received during the initial part of 2014/15. Other income relates to unappropriated land and wayleaves.
	3,148	2,993	2,983	3,205			

2013/14 DIRECTORATE FINANCIAL MONITORING - PLANNING & ECONOMIC DEVELOPMENT

	13/14 Full Year Budget £'000	Third Quarter			13/14 Variance Budget v Actual		Comments
		13/14 Budget £'000	13/14 Actual £'000	12/13 Actual £'000	£'000	%	
<u>Major expenditure items</u>							
Forward Planning	337	108	93	220	-15	-14	Local Plan expenditure is in line with the profiled budget but lower than the previous year. Expenditure is reliant on decision making at different stages for progression to take place and therefore inappropriate to make comparisons to previous years. The budget required to fund this work in 2013/14 is significantly lower than the original forecast, and is reflected in the probable outturn figure.
	337	108	93	220			
<u>Major income items</u>							
Development Control	615	448	474	387	26	6	Development control income which is profiled on a three year average, has recovered significantly by exceeding both the budget and the previous years actual. Pre-application fee income is at £53,500 which is higher than the full year probable outturn of £45,000 due to the extension in the range of development types by which a fee for pre-planning application advice can be charged.
Building Control Fee Earning	386	296	285	288	-11	-4	Building Control fees are profiled on the average of the previous three years. The income is lower than the probable outturn for 2013/14, but on target with the third quarter of 2012/13. This reduction in activity is due to increased competition from independent buildings inspectors.
	1,001	744	759	675			

2013/14 DIRECTORATE FINANCIAL MONITORING - FINANCE & ICT

	13/14 Full Year Budget £'000	Third Quarter			13/14 Variance Budget v Actual			Comments
		13/14 Budget £'000	13/14 Actual £'000	12/13 Actual £'000	£'000			
							%	
<u>Major expenditure items:</u>								
Information Technology	770	714	705	654	-8	-1	Expenditure is currently inline with the current budget spending profile. The majority of maintenance contracts for systems are paid at the beginning of the year, with only network charges continuing to be paid throughout the year.	
Telephones	179	135	129	125	-6	-4	Expenditure on telephones in the third quarter is in line with the previous year, and marginally below budget pending installation of the new Switchboard.	
Bank & Audit Charges	169	88	88	126	0	0	The expenditure to date in the third quarter includes invoices for two quarters of the BDO Audit fee, with the third quarter due and payable in the fourth quarter and the final quarter being accrued at the year end.	
	1,117	937	922	905				
<u>Major income items:</u>								
Investment Income	427	320	335	385	15	5	Income is slightly better than expected and should exceed the revised position for the year	
	427	320	335	385				

	13/14 Full Year Budget	Third Quarter			13/14 Variance Budget v Actual		<u>Comments</u>
		13/14 Budget	13/14 Actual	12/13 Actual	Budget v Actual		
	£'000	£'000	£'000	£'000			
					£'000	%	
<u>Major expenditure items:</u>							
Museum	60	48	51	55	3	6	There are no major in-year variances. The major variance between years is that purchases of artefacts etc. for exhibition purposes are greater than this period last year.

	13/14 Full Year Budget £'000	Third Quarter			13/14 Variance Budget v Actual		<u>Comments</u>
		13/14 Budget £'000	13/14 Actual £'000	12/13 Actual £'000	£'000	%	
<u>Major expenditure items</u>							
Bed & Breakfast Accommodation	95	71	80	84	9	13	The Homeless Service is still seeing a high demand level from members of the public. Despite this the Homeless Prevention Service will continue to seek to prevent homelessness on a case by case basis. The number of households being placed in Bed & Breakfast accommodation totalled 6 at the end of quarter 3 (Average for first 2 quarters was 7).
<u>Major income items</u>							
Bed & Breakfast Accommodation	107	81	81	82	0	0	

	13/14 Full Year Budget £'000	Third Quarter			13/14 Variance Budget v Actual		Comments
		13/14 Budget £'000	13/14 Actual £'000	12/13 Actual £'000	£'000	%	
<u>Major expenditure items:</u>							
Refuse Collection	1,430	812	818	820	6	1	Timing differences are the cause of variances on publicity and wheeled bin replacements.
Street Cleansing	1,404	839	777	841	-62	-7	The contractor is yet to invoice for summer weed-spraying.
Recycling	3,217	2,057	2,072	1,956	15	1	Due to higher than expected levels of recycling in October and a timing difference on the purchase of clear sacks shows an over-spend at the end of the quarter. This is off-set slightly by under-spends on bring sites and lower than expected contract variation orders.
Highways General Fund	183	125	94	85	-31	-25	Timing differences arise on Tree Maintenance (over-spend) and General Maintenance of street furniture (under-spend).
Off Street Parking	429	331	326	357	-5	-2	The main variance is due to an under-spend on maintenance items.
On Street Parking	0	0	0	217	0	0	Now part of North Essex Parking Partnership.
North Weald Centre	199	157	150	149	-7	-4	Under-spends on Fixed Plant Maintenance account for the variance.
Land Drainage & Contaminated Land	66	47	33	70	-14	-30	Timing differences on the receipt of invoices and the commissioning of works account for the variance.
	6,928	4,368	4,270	4,495			

	13/14 Full Year Budget £'000	Third Quarter			13/14 Variance Budget v Actual		Comments
		13/14 Budget £'000	13/14 Actual £'000	12/13 Actual £'000	£'000	%	
<u>Contract cost Monitoring</u>							
Leisure Facilities:-							
Loughton Leisure Centre	-172	-111	-95	-54	16	-14	} } } } } In year variances relate to the contractor being one month behind in invoicing. This accounts for the difference between actual 12/13 and actual 13/14.
Epping Sports Centre	307	206	180	197	-26	-13	
Waltham Abbey Pool	500	334	289	320	-45	-13	
Ongar Sports Centre	287	192	166	184	-26	-14	
	922	621	540	647			
<u>Major income items:</u>							
Refuse Collection	79	50	29	53	-21	-42	The major variance relates to the Tipping Away payments which are due to be invoiced shortly.
Recycling	2,472	1,664	1,520	1,667	-144	-9	Timing difference in invoicing for Recycling Credits is the main cause of the variance on in-year operations, and against that collected in 12/13.
Off Street Parking	927	688	714	646	26	4	Pay and Display and Season Ticket income are over achieving against estimate, but PCN income is reducing this surplus.
On Street Parking	0	0	0	284	0	0	Now part of North Essex Parking Partnership
North Weald Centre	1,049	905	881	1,080	-24	-3	Rental income is down due to tenants awaiting new leases from Estates Management/Legal clearance before clearing arrears.
	4,527	3,307	3,144	3,730			

	13/14 Full Year Budget £'000	Third Quarter			13/14 Variance Budget v Actual		Comments
		13/14 Budget £'000	13/14 Actual £'000	12/13 Actual £'000	£'000	%	
<u>Major expenditure items:</u>							
Management & General	303	182	169	173	-13	-7	There are under-spends on external printing costs and Professional/Consultants fees.
Housing Repairs	5,722	4,158	3,859	3,843	-299	-7	The underspend relates to the responsive repairs and planned maintenance areas. Responsive repairs are phased evenly over the 12 months as it is unsure as to when they will arise. Planned maintenance is under-spent as valuations are expected in early in the new year in respect of the Gas Servicing Contract.
Special Services	515	316	275	252	-41	-13	The main under-spends are in relation to utility bills.
Interest on Loans	5,532	2,762	2,762	2,773	0	0	Interest is payable on the loans totalling £185.456 million. £31.8 million is due for repayment in March 2022 and is a variable rate loan with remainder due for repayment at annual intervals between March 2038 and March 2042. Any variation to the budget will be due to variations in the variable rate payable.
	12,072	7,418	7,065	7,041			
<u>Major income items:</u>							
Non-Dwelling Rents	875	637	633	636	-4	-1	The shortfall is in relation to the Broadway Market. We are no longer going to receive this rent under the new terms of their lease.
Gross Dwelling Rent	30,966	22,787	22,814	21,945	27	0	The year on year variance due to the annual rent increase. The in year variance is due to increased void levels.
	31,841	23,424	23,447	22,581			