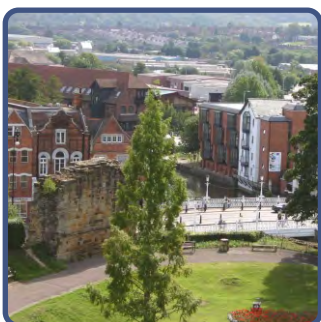


2013/14

Revenue and Capital Outturn



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Director of Finance & Transformation	FT 1 - FT 9
Director of Planning, Housing & Environmental Health	PHEH 1 - PHEH 27
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Leisure Services Business Unit	LSBU 1 - LSBU 11
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Cabinet 25 June 2014
General Fund Revenue Outturn 2013/14
SUMMARY

	ORIGINAL ESTIMATE £	2013/14 REVISED ESTIMATE £	PROVISIONAL OUTTURN £
Corporate Services	2,840,150	2,693,000	2,647,873
Chief Executive	1,183,150	1,084,800	1,005,848
Director of Central Services	(15,550)	(47,700)	(132,316)
Director of Finance & Transformation	1,782,000	1,936,100	1,778,678
Director of Planning, Housing & Environmental Health	4,389,650	4,220,550	3,721,804
Director of Street Scene & Leisure	8,908,700	8,705,050	8,643,941
Sub Total	19,088,100	18,591,800	17,665,828
Capital Accounting Reversals			
Non-Current Asset Depreciation	(2,480,850)	(2,539,750)	(2,473,281)
Non-Current Asset Impairment	-	-	90,342
Contributions to / (from) Reserves			
Building Repairs Reserve			
Withdrawals to fund expenditure	(429,100)	(569,900)	(608,765)
Contribution to Reserve	400,000	525,000	560,000
Earmarked Reserves (see page S 2)			
Contributions from Reserves	(686,600)	(715,450)	(697,069)
Contributions to Reserves	75,000	475,000	2,477,098
Revenue Reserve for Capital Schemes			
Withdrawals to fund expenditure			
Non-Current Assets	(1,122,750)	(1,275,750)	(685,254)
Revenue Expenditure Funded from Capital	(818,250)	(655,250)	(352,941)
Other contributions to / (from) Reserve (net)	450,000	200,000	200,000
Capital Expenditure Charged to General Fund	1,122,750	1,275,750	685,254
International Accounting Standard 19			
Retirement Benefit Costs	3,547,500	4,279,800	3,304,000
Employers Pension Contributions	(2,513,950)	(2,375,300)	(2,699,000)
Contribution to / (from) Pensions Reserve	(1,033,550)	(1,904,500)	(605,000)
Landsbanki Investment Impairment	-	-	9,985
New Homes Bonus	(1,636,200)	(1,636,200)	(1,636,217)
New Burdens Grants	(13,400)	(16,400)	(18,990)
Council Tax Reduction Transition Grant	(25,550)	(25,550)	(25,553)
New Homes Bonus Returned In-Year	-	(17,000)	(17,044)
Capitalisation Provision Redistribution Grant	-	-	(15,936)
Small Business & Empty Property Rate Relief Grant	-	(336,150)	(316,145)
Business Rates Flood Relief Grant	-	-	(109,401)
Business Support Scheme Grant (Flooding)	-	-	(250,000)
Severe Weather Recovery Scheme Grant	-	-	(249,469)
Contributions from KCC	(146,000)	(122,000)	(116,240)
Revenue Adjustments	-	-	(1,298)
Sub Total	13,777,150	13,158,150	14,114,904
National Non-Domestic Rates			
Share of National Non-Domestic Rates	(21,405,361)	(21,553,211)	(21,553,200)
Tariff / (Top Up)	19,394,587	19,394,587	19,394,586
Levy / (Safety Net)	-	-	(1,182,434)
Revenue Support Grant	(3,022,481)	(3,022,481)	(3,022,481)
Collection Fund Adjustments			
Council Tax (Surplus) / Deficit	49,799	49,799	49,799
Sub Total	8,793,694	8,026,844	7,801,174
Contribution to / (from) General Revenue Reserve	(695,700)	71,150	296,820
Balance to be met from Council Tax Payers	8,097,994	8,097,994	8,097,994

Cabinet 25 June 2014
General Fund Revenue Outturn 2013/14
EARMARKED RESERVES

	ORIGINAL ESTIMATE £	2013/14 REVISED ESTIMATE £	PROVISIONAL OUTTURN £
Contributions from Earmarked Reserves			
Borough Signage Reserve	-	(3,200)	(3,169)
Community Enhancement Fund Reserve	(100,000)	(2,850)	(2,851)
Corporate MTFS Reserve	(250,000)	(250,000)	(250,000)
Crime & Disorder Initiatives Reserve	(20,000)	(20,000)	(5,368)
Development Control Scanning Reserve	-	-	(7,000)
Election Expenses Reserve	(12,900)	(12,200)	(6,076)
Environmental Health Initiatives Reserve	-	-	(6,300)
Homelessness Reserve	(3,300)	(4,900)	(4,889)
Housing & Planning Delivery Grant Reserve	(19,400)	(16,400)	(16,337)
Housing & Welfare Reform Reserve	-	-	(4,750)
Housing Survey Reserve	(20,000)	(17,900)	(23,385)
Invest to Save Reserve	-	(105,250)	(108,022)
Leisure Services Business Unit Reserve	-	(100,000)	(100,000)
Local Development Framework Reserve	(30,000)	(30,000)	(39,907)
Planning Inquiries Reserve	(27,000)	(35,000)	(39,145)
Repossessions Prevention Fund Reserve	(4,000)	(5,500)	(6,319)
Risk Management Support Reserve	-	(2,250)	(2,258)
River Wall at Wouldham Reserve	-	(20,000)	(20,000)
Supporting People Reserve	-	-	(700)
Tonbridge Environmental Schemes Reserve	(100,000)	-	-
Tonbridge Town Centre Reserve	(100,000)	(80,000)	(34,593)
Town Team Partners Reserve	-	(10,000)	(10,000)
Waste & Street Scene Initiatives Reserve	-	-	(6,000)
	(686,600)	(715,450)	(697,069)
Contributions to Earmarked Reserves			
Business Rates Retention Scheme Reserve	-	-	1,500,000
Business Support Scheme Reserve	-	-	250,000
Election Expenses Reserve	25,000	25,000	25,000
Flood Recovery & Defence Reserve	-	-	176,000
Housing & Welfare Reform Reserve	-	-	9,005
Housing Assistance Reserve	-	150,000	150,000
Housing Survey Reserve	10,000	10,000	10,000
Invest to Save Reserve	-	50,000	100,000
Local Development Framework Reserve	40,000	40,000	40,000
Public Health Reserve	-	-	17,093
Tonbridge and Malling Leisure Trust Reserve	-	200,000	200,000
	75,000	475,000	2,477,098

CORPORATE SERVICES

SUMMARY

	ORIGINAL ESTIMATE £	2013/14 REVISED ESTIMATE £	PROVISIONAL OUTTURN £
1 SALARIES AND ONCOSTS	11,350,100	11,417,550	11,271,992
2 OVERHEAD EXPENSES	4,317,950	4,141,750	4,056,435
3 RECHARGES TO SERVICE BUDGETS	(15,026,850)	(14,990,700)	(14,757,724)
	<hr/>	<hr/>	<hr/>
NON DISTRIBUTED COSTS	641,200	568,600	570,703
4 DEMOCRATIC REPRESENTATION	1,608,650	1,528,650	1,489,298
5 CORPORATE MANAGEMENT	584,450	592,100	584,223
6 CAPITAL PROGRAMME - REVENUE EXP.	5,850	3,650	3,649
	<hr/>	<hr/>	<hr/>
	2,840,150	2,693,000	2,647,873
	<hr/>	<hr/>	<hr/>
Full Time Equivalent Number of Staff (including Support Service Staff)	26.35	25.55	

CORPORATE SERVICES

1 SALARIES AND ONCOSTS

(a) Salaries

	ORIGINAL ESTIMATE £	2013/14 REVISED ESTIMATE £	PROVISIONAL OUTTURN £
Salaries (see analysis on page CS 17)	8,278,400	8,306,550	8,117,382
Employers' National Insurance Contributions	628,150	610,400	602,050
Employers' Superannuation Contributions	1,025,300	984,800	967,493
Superannuation Backfunding Lump Sum	1,076,000	1,138,000	1,156,800
Senior Management Restructure Phase 2	50,000	32,500	-
Staff Turnover Saving	(140,000)	(100,000)	-
Apprenticeship Scheme	16,500	8,650	3,546
	<hr/>	<hr/>	<hr/>
	10,934,350	10,980,900	10,847,271 a)

Full Time Equivalent Number of Staff
(including Support Service Staff)

253.11 254.32

(b) Termination Payments

Additional Annual Pension Contributions	303,000	297,000	294,129
Long Service Awards	-	400	874
Capitalised Pension Contributions	-	36,200	36,200
	<hr/>	<hr/>	<hr/>
	303,000	333,600	331,203

(c) Recruitment & Training

Advertising & Other Recruitment Costs	4,000	17,650	11,497 b)
Training - Course Fees & Expenses	100,000	80,000	73,625 c)
Health Screening & Miscellaneous	6,250	3,400	6,558 d)
Employee Support Scheme	2,500	2,000	1,838
	<hr/>	<hr/>	<hr/>
	112,750	103,050	93,518
	<hr/>	<hr/>	<hr/>
	11,350,100	11,417,550	11,271,992

CORPORATE SERVICES

SALARIES

- a) Management savings generated on the permanent establishment partially offset by increased backfunding payment attributable to the General Fund.

RECRUITMENT & TRAINING

- b) Specific recruitment related expenditure was lower than anticipated.
- c) Reduction in the level of claims for expenses incurred and slippage of anticipated training need following migration to new Windows Operating System.
- d) Higher than anticipated health screening expenditure in second half of the financial year.

CORPORATE SERVICES

2 OVERHEAD EXPENSES

(a) COUNCIL OFFICES

Employees

Salaries	144,700	146,450	145,817
----------	---------	---------	---------

Premises Related Expenses

Maintenance of Grounds	7,600	7,600	7,268
------------------------	-------	-------	-------

Energy Costs :

Electricity	83,000	83,000	82,188
-------------	--------	--------	--------

Gas	30,000	30,000	20,024
-----	--------	--------	--------

Rates	258,750	187,750	187,749
-------	---------	---------	---------

Water Services :

Water Charges (metered)	4,000	4,000	4,389
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Sewerage & Environmental Services	5,900	5,900	6,422
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Fixture & Fittings	4,000	3,000	1,642
--------------------	-------	-------	-------

Cleaning & Domestic Supplies	5,000	5,000	5,568
------------------------------	-------	-------	-------

Insurance	18,900	18,400	18,402
-----------	--------	--------	--------

Repairs expenditure	113,250	138,050	131,481
---------------------	---------	---------	---------

Supplies & Services

Equipment, Furniture & Materials	900	900	1,139
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Clothing, Uniforms & Laundry	4,250	4,750	5,312
------------------------------	-------	-------	-------

Trade Refuse Charges	9,500	8,900	9,448
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Security / Cleaning	10,000	10,000	10,983
---------------------	--------	--------	--------

Miscellaneous Services	8,350	8,400	8,121
------------------------	-------	-------	-------

Licences	2,200	2,100	2,100
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	710,300	664,200	648,053
--	---------	---------	---------

Less Income

Customer & Client Receipts	(1,800)	(1,800)	(3,379)
----------------------------	---------	---------	---------

Solemnization of Marriages	(12,000)	(11,000)	(15,040)
----------------------------	----------	----------	----------

Hire of Tonbridge Council Chamber	(2,500)	(2,500)	(1,138)
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Police Accommodation Licence Fee	(25,000)	(17,750)	(17,699)
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	(41,300)	(33,050)	(37,256)
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Sub-total

	669,000	631,150	610,797
--	---------	---------	---------

Central, Departmental & Technical Support Services

Central Salaries & Administration	31,500	29,200	29,437
-----------------------------------	--------	--------	--------

Information Technology Expenses	4,650	4,650	4,642
---------------------------------	-------	-------	-------

Departmental Administrative Expenses	28,900	27,350	26,667
--------------------------------------	--------	--------	--------

Depreciation & Impairment

Non-Current Asset Depreciation	149,500	148,750	148,765
--------------------------------	---------	---------	---------

	883,550	841,100	820,308
--	----------------	----------------	----------------

Full Time Equivalent Number of Staff (including Support Service Staff)

	5.63	5.73	
--	------	------	--

a) Primarily reflects reduction in energy usage.

CORPORATE SERVICES

2 OVERHEAD EXPENSES-Continued

(b) PRINTING SECTION & MULTI FUNCTION DEVICES

Employees

Salaries

97,500

99,450

99,688

Supplies & Services

Purchases

3,200

3,200

1,482

Print Room Maintenance & Copy Charges

42,000

39,000

33,464 a)

Multi Function Device Copy Charges

19,000

21,000

15,646 a)

Paper

25,500

25,500

23,811

187,200

188,150

174,091

Less Income

Sales

(22,050)

(25,950)

(24,855)

Leisure Trust Receipts

-

(1,250)

(1,217)

Recharges to Other Services

(9,500)

(5,600)

(12,252) b)

(31,550)

(32,800)

(38,324)

Sub-total

155,650

155,350

135,767

Central, Departmental & Technical Support Services

Office Accommodation

29,850

28,500

27,603

Central Salaries & Administration

17,250

17,550

17,504

Departmental Administrative Expenses

14,150

15,500

14,227

Depreciation & Impairment

Non-Current Asset Depreciation

35,000

35,000

31,911

251,900

251,900

227,012

Full Time Equivalent Number of Staff (including Support Service Staff)

3.86

3.87

a) Reflects a continued reduction in the level and cost of in-house printing.

b) Includes income for production of election related material recharged to specific election accounts.

CORPORATE SERVICES

2 OVERHEAD EXPENSES-Continued

(c) CUSTOMER SERVICES

Employees

Salaries

308,550

330,700

316,907 a)

Premises Related Expenses

Rent

5,200

5,200

5,200

Supplies & Services

Purchases

800

650

210

Uniforms

800

800

246

Stationery

500

400

185

Community Outreach

18,000

18,000

14,179 b)

Postage

600

650

493

Mobile Telephones

1,000

1,000

842

General Subsistence Allowances

100

-

-

Office Security

34,000

34,000

33,694

369,550

391,400

371,956

Less Income

Tonbridge Gateway Agreement / Licence

(132,550)

(132,550)

(117,152) c)

Gateway Partner Receipts

(12,900)

(12,900)

(18,508) d)

Sub-total

224,100

245,950

236,296

Central, Departmental & Technical Support Services

Central Salaries & Administration

50,750

49,500

49,866

Information Technology Expenses

71,050

71,050

71,034

Departmental Administrative Expenses

93,450

96,200

94,989

439,350

462,700

452,185

Full Time Equivalent Number of Staff

(including Support Service Staff)

10.61

11.71

- a) Reduction in temporary staff requirement.
- b) Expenditure relating to marketing and community outreach activities lower than anticipated.
- c) Gateway contribution recalculated after revised estimates had been produced together with an adjustment in respect of the previous year.
- d) Increased use of Tonbridge Gateway space by external partners.

CORPORATE SERVICES

2 OVERHEAD EXPENSES-Continued

(d) GENERAL ADMINISTRATION

Employees

Salaries

21,600

17,950

17,972

Supplies & Services

Insurance

126,900

124,150

124,149

Advertising

1,000

350

402

Post Delivery Guarantee

3,000

3,000

2,900

Council Diaries & Handbooks (Net Cost)

350

350

-

Office Removals

-

-

913

Miscellaneous Services

300

300

-

First Aid Supplies

400

400

82

Copyright Licence

2,300

2,350

2,346

Equality Issues

1,000

2,500

523

156,850

151,350

149,287

Less Income

Old Plant & Equipment

(50)

(150)

(1,347)

Sub-total

156,800

151,200

147,940

**Central, Departmental & Technical
Support Services**

Central Salaries & Administration

37,750

30,200

30,414

Departmental Administrative Expenses

3,750

2,850

2,761

198,300

184,250

181,115

Full Time Equivalent Number of Staff
(including Support Service Staff)

1.24

1.12

CORPORATE SERVICES

2 OVERHEAD EXPENSES-Continued

(e) DEPARTMENTAL ADMINISTRATION

Staff Transport Related Expenses

Car & Travelling Allowances	280,400	264,150	267,177
-----------------------------	---------	---------	---------

Supplies & Services

Equipment, Furniture & Materials	11,500	11,450	16,182
Office Equipment - Maintenance	3,950	4,500	3,352
Protective Clothing	800	550	156
External Printing & Stationery	17,450	14,450	10,240
Postage	41,450	43,550	39,395
Telephones - Calls	10,000	10,000	7,427
Telephones - Other Costs	62,200	52,150	48,315
Mobile Telephones & Pagers	6,850	5,950	4,691
Subscriptions to Organisations	20,900	21,900	21,386
Reference Books & Publications	26,800	27,500	25,761
Subsistence Allowances	6,600	5,750	7,012
Legal Expenses	38,150	50,000	58,403 a)
Fees	16,300	16,100	16,471
Insurance & Other Expenses	1,100	1,100	915
Contracted Services	2,250	2,750	2,833
Data Protection Act Registration	2,550	2,550	2,390
Risk Management Support	-	2,250	1,300

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549,250	536,650	533,406
<hr/>	<hr/>	<hr/>

Less Income

Recovery of Court Costs	(2,000)	(2,000)	(1,791)
Customer & Client Receipts	(5,250)	(5,000)	(2,796) b)
Contributions from Other Bodies	-	-	(189)
Partnership Receipts	(105,250)	(99,350)	(74,213) c)
Leisure Trust Receipts	-	(62,300)	(62,292)

<hr/>	<hr/>	<hr/>
(112,500)	(168,650)	(141,281)
<hr/>	<hr/>	<hr/>

Sub-total

<hr/>	<hr/>	<hr/>
436,750	368,000	392,125

Depreciation & Impairment

Non-Current Asset Depreciation	17,150	17,500	11,152
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453,900	385,500	403,277
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CORPORATE SERVICES

DEPARTMENTAL ADMINISTRATION

- a) Increased legal expenses primarily attributable to planning inquiries and advice for employment issues.
- b) Reduced level of legal fee income.
- c) Reflects cessation of partnership arrangement with Sevenoaks District Council for the cost of a Building Control Officer.

CORPORATE SERVICES

2 OVERHEAD EXPENSES- Continued

(f) SNACK FACILITIES

Supplies & Services

Drinks Machine Purchases
Maintenance of Equipment

5,500
150

5,600
150

5,585
104

5,650

5,750

5,689

Less Income

Customer & Client Receipts
Recharges to Other Services

-
(9,000)

(200)
(9,000)

(218)
(8,483)

Sub-total

(3,350)

(3,450)

(3,012)

**Central, Departmental & Technical
Support Services**

Central Salaries & Administration

3,950

3,650

3,643

Depreciation & Impairment

Non-Current Asset Depreciation

2,600

2,300

215

3,200

2,500

846

Full Time Equivalent Number of Staff
(including Support Service Staff)

0.12

0.12

CORPORATE SERVICES

2 OVERHEAD EXPENSES-Continued

(g) INFORMATION TECHNOLOGY SERVICES

Employees

Salaries

861,550

817,800

816,240

Transport Related Expenses

Public Transport

250

250

329

Supplies & Services

Equipment - Purchases

4,000

4,000

2,848

Equipment - Maintenance

73,850

66,850

77,900 **a)**

Printing & Stationery

6,000

6,000

6,809

Insurance

7,100

7,100

7,097

Reference Books & Publications

100

100

-

Subsistence Allowances

450

450

442

Other Expenses

2,350

9,350

9,928

Software Support, Hire & Maintenance

425,600

425,600

391,905 **b)**

Telephone leased lines and modems

40,850

40,850

45,268 **c)**

Kent Connects

29,550

20,000

10,433 **d)**

Sub-total

1,451,650

1,398,350

1,369,199

Central, Departmental & Technical Support Services

Office Accommodation

90,000

87,250

85,115

Central Salaries & Administration

40,200

37,900

36,889

Departmental Administrative Expenses

108,200

97,550

92,977

Depreciation & Impairment

Non-Current Asset Depreciation

397,700

392,750

387,512

2,087,750

2,013,800

1,971,692

Full Time Equivalent Number of Staff
(including Support Service Staff)

18.67

19.83

- a)** Increased charge for Storage Area Network maintenance following expiry of 3 year warranty period.
- b)** Reflects various software and support contract reductions due to discontinuation of software packages no longer required.
- c)** Kent Public Sector Network charges higher than anticipated due to increased usage in the last 12 months.
- d)** Reflects cancellation of prior year creditor provision.

CORPORATE SERVICES

3 SALARIES & OVERHEADS

Salaries & Oncosts

11,350,100

11,417,550

11,271,992

Overheads

(a) Council Offices

883,550

841,100

820,308

(b) Printing & Multi Function Devices

251,900

251,900

227,012

(c) Customer Services

439,350

462,700

452,185

(d) Administration - General

198,300

184,250

181,115

(e) Administration - Departmental

453,900

385,500

403,277

(f) Snack Facilities

3,200

2,500

846

(g) Information Technology Services

2,087,750

2,013,800

1,971,692

15,668,050

15,559,300

15,328,427

Less Recharge to :

Planning, Housing & Environmental Health

(5,599,450)

(5,569,250)

(5,479,353)

Street Scene & Leisure

(1,867,900)

(1,809,500)

(1,795,419)

Central Services

(599,650)

(605,850)

(603,712)

Finance & Transformation

(2,160,200)

(2,350,150)

(2,307,341)

Corporate Services

(1,805,900)

(1,765,700)

(1,741,197)

Chief Executive

(725,600)

(746,100)

(723,363)

Other Services

(208,850)

(132,900)

(122,947)

Holding Accounts

(2,059,300)

(2,011,250)

(1,984,392)

(15,026,850)

(14,990,700)

(14,757,724)

Sub-total

641,200

568,600

570,703

TO SUMMARY

641,200

568,600

570,703

CORPORATE SERVICES

4 DEMOCRATIC REPRESENTATION & MANAGEMENT

(a) DEMOCRATIC ADMINISTRATION

Employees

Salaries

373,350

358,450

358,952

Premises Related Expenses

Accommodation Expenses (Forum/Area1)

7,500

7,500

5,866

Supplies & Services

Members' Meeting Expenses

2,500

2,500

2,625

Twinning Committee Expenses

6,000

4,000

1,979

Remuneration Panel Expenses

2,800

2,800

42

Sub-total

392,150

375,250

369,464

Central, Departmental & Technical Support Services

Accommodation & Printing Services

97,800

89,000

72,714 a)

Central Salaries & Administration

272,400

262,100

259,582

Information Technology Expenses

18,950

16,650

15,551

Departmental Administrative Expenses

127,050

119,100

119,405

908,350

862,100

836,716

Full Time Equivalent Number of Staff
(including Support Service Staff)

15.70

14.89

Memorandum

Service Salary & Overhead Allocations to Democratic Administration

Administration & Property Services
Chief Executives' Service
Environmental Health & Hsg Services
Financial Services
Legal Services
Street Scene & Leisure Services
Personnel Services
Planning & Transportation Services

318,350

302,300

304,152

81,550

70,300

66,834

62,100

20,900

20,798

54,500

65,100

65,644

3,450

2,950

2,875

85,900

104,850

105,172

8,000

10,150

10,170

158,950

163,100

162,294

772,800

739,650

737,939

a) Reduction in printing costs attributable to Members.

CORPORATE SERVICES

	ORIGINAL ESTIMATE £	2013/14 REVISED ESTIMATE £	PROVISIONAL OUTTURN £
(b) <u>PAYMENTS TO MEMBERS</u>			
Transport Related Expenses			
Members' Travel & Subsistence	12,500	12,000	9,145
Supplies and Services			
Basic Allowance	269,000	267,050	266,540
Special Responsibility Allowance	149,150	132,700	132,674
Mayors' and Deputy Mayors' Allowance	7,400	7,400	7,410
Members' National Insurance	13,000	12,000	10,373
Carers' Allowance	700	800	297
	<hr/>	<hr/>	<hr/>
<u>Sub-total</u>	451,750	431,950	426,439
Central, Departmental & Technical Support Services			
Central Salaries & Administration	20,400	21,550	21,606
Information Technology Expenses	3,700	3,250	3,040
	<hr/>	<hr/>	<hr/>
	475,850	456,750	451,085
	<hr/>	<hr/>	<hr/>
Full Time Equivalent Number of Staff (including Support Service Staff)	0.52	0.54	

CORPORATE SERVICES

	ORIGINAL ESTIMATE £	2013/14 REVISED ESTIMATE £	PROVISIONAL OUTTURN £
(c) <u>MAYORAL & OTHER MEMBER SUPPORT (INC. MEMBER TRAINING)</u>			
Employees			
Salaries	43,900	45,650	46,123
Transport Related Expenses			
Mayors' Transport Allowance	21,500	21,500	15,961 a)
Supplies and Services			
Stationery	200	200	12
Subscriptions	21,650	20,350	20,415
Insurance	50	50	44
Civic Hospitality	10,000	7,000	7,472
Mobile Telephones	150	50	42
Other Expenses	2,000	1,500	1,105
<u>Sub-total</u>	99,450	96,300	91,174
Central, Departmental & Technical Support Services			
Central Salaries & Administration	91,300	81,400	78,363
Information Technology Expenses	10,200	10,150	10,105
Departmental Administrative Expenses	23,500	21,950	21,855
	224,450	209,800	201,497
Full Time Equivalent Number of Staff (including Support Service Staff)	2.97	2.86	
<u>SUMMARY</u>			
(a) DEMOCRATIC ADMINISTRATION	908,350	862,100	836,716
(b) PAYMENTS TO MEMBERS	475,850	456,750	451,085
(c) MAYORAL & OTHER MEMBER SUPPORT INC. MEMBER TRAINING	224,450	209,800	201,497
<u>TO SUMMARY</u>	1,608,650	1,528,650	1,489,298

a) Cost of mayoral car used for functions lower than anticipated.

CORPORATE SERVICES

5 CORPORATE MANAGEMENT

(a) CORPORATE POLICY

Employees

Salaries

92,550

86,950

87,318

Supplies and Services

Consultation & Other Expenses

5,000

2,650

2,651

Sub-total

97,550

89,600

89,969

Central, Departmental & Technical Support Services

Central Salaries & Administration

332,450

347,650

347,524

Information Technology Expenses

-

-

3

Departmental Administrative Expenses

24,850

20,300

20,344

454,850

457,550

457,840

Full Time Equivalent Number of Staff
(including Support Service Staff)

6.00

6.04

(b) PUBLIC ACCOUNTABILITY

Supplies and Services

External Audit Fees

64,650

64,650

56,137 a)

Central, Departmental & Technical Support Services

Central Salaries & Administration

64,950

69,900

70,244

Information Technology Expenses

-

-

2

129,600

134,550

126,383

Full Time Equivalent Number of Staff
(including Support Service Staff)

1.09

1.16

SUMMARY

(a) CORPORATE POLICY

454,850

457,550

457,840

(b) PUBLIC ACCOUNTABILITY

129,600

134,550

126,383

TO SUMMARY

584,450

592,100

584,223

CORPORATE SERVICES

		2013/14	
		REVIS	PROV
		EST	OUT
		£	£
Memorandum			
# Service Allocations to Corporate Policy			
Admin & Property Services	78,250	79,250	79,593
Chief Executives' Service	151,250	146,200	144,982
Environmental Health & Housing Services	39,050	14,550	14,605
Financial Services	91,050	108,150	108,894
Street Scene & Leisure Services	26,600	27,450	27,650
Legal	2,200	1,900	1,835
Personnel Services	9,700	12,200	12,220
Planning & Transportation Services	51,750	65,200	65,407
	449,850	454,900	455,186

PUBLIC ACCOUNTABILITY

- a) Rebate issued by Audit Commission for prior years.

CORPORATE SERVICES

6 CAPITAL PROGRAM REVENUE EXP.

Employees

Salaries

121,400

125,700

124,429

**Central, Departmental & Technical
Support Services**

Central Salaries & Administration

42,300

36,150

35,787

Information Technology Expenses

7,700

6,800

6,320

Departmental Administrative Expenses

52,300

51,750

50,680

Sub-total

223,700

220,400

217,216

Less Recharges to :

Planning, Housing & Environmental Health

(109,200)

(108,450)

(106,937)

Street Scene & Leisure

(108,650)

(108,300)

(106,630)

TO SUMMARY

5,850

3,650

3,649

Full Time Equivalent Number of Staff
(including Support Service Staff)

3.67

3.57

Less FTE recharged to Services

(3.60)

(3.51)

Net FTE retained on Corporate Services

0.07

0.06

Memorandum

Service Allocations to Capital Programme

Administration & Property Services
Environmental Health & Housing Services
Financial Services
Street Scene & Leisure Services
Planning & Transportation Services
LSBU

4,600

7,600

7,619

950

-

-

37,700

28,550

28,168

20,750

18,750

18,870

137,000

149,950

147,488

15,000

8,750

8,750

216,000

213,600

210,895

EMPLOYEES - SALARIES

SERVICE ANALYSIS OF EXPENDITURE

	Basic Salaries	Overtime	Temporary Staff	Total Salaries	Council Contributions Nat. Ins.	Supern.	Total Salaries & Oncosts
	£	£	£	£	£	£	£
<u>2013/14 ESTIMATE</u>							
Original Estimate	7,858,900	32,350	387,150	8,278,400	628,150	1,025,300	9,931,850
Revised Estimate	7,671,500	43,350	591,700	8,306,550	610,400	984,800	9,901,750
<u>2013/14 OUTTURN</u>							
Service							
Administration & Property	556,947	12,140	2,688	571,775	43,931	73,333	689,039
Environmental Health & Housing	957,169	4,328	7,472	968,969	78,355	120,631	1,167,955
Executive	458,183	3,471	23,236	484,890	39,995	62,826	587,711
Information Technology	570,993	859	48,321	620,173	51,524	64,432	736,129
Finance	1,390,804	10,362	328,532	1,729,698	106,888	181,116	2,017,702
Legal	235,938	3,818	50,341	290,097	20,265	30,854	341,216
Street Scene & Leisure	885,292	3,894	60,189	949,375	70,554	119,673	1,139,602
Personnel	499,968	1,570	34,876	536,414	34,168	63,098	633,680
Planning & Transportation	1,897,261	4,809	63,921	1,965,991	156,370	251,530	2,373,891
	7,452,555	45,251	619,576	8,117,382	602,050	967,493	9,686,925

CHIEF EXECUTIVE

SUMMARY

	ORIGINAL ESTIMATE £	2013/14 REVISED ESTIMATE £	PROVISIONAL OUTTURN £
1 COMMUNITY SAFETY	170,050	204,550	183,814
2 COMMUNITY DEVELOPMENT	127,100	118,550	84,626
3 ELECTIONS	314,250	318,900	308,474
4 INFORMATION & PUBLICITY	192,450	185,650	182,445
5 GRANTS & PAYMENTS	288,200	182,000	181,017
6 CLIMATE CHANGE	50,950	40,550	33,391
7 ECONOMIC DEVELOPMENT & REGENER'N	40,150	34,600	32,081
	1,183,150	1,084,800	1,005,848
Full Time Equivalent Number of Staff (including Support Service Staff)	13.46	13.70	

CHIEF EXECUTIVE

	ORIGINAL ESTIMATE £	2013/14 REVISED ESTIMATE £	PROVISIONAL OUTTURN £
1 <u>COMMUNITY SAFETY</u>			
Employees			
Salaries	64,950	65,350	65,708
Supplies & Services			
Other Community Safety Initiatives	32,200	32,200	32,200
Crime & Disorder Initiatives	20,000	20,000	5,368 a)
	<hr/>	<hr/>	<hr/>
	117,150	117,550	103,276
Less Income			
Contribution to Community Safety Staffing	(34,850)	(34,850)	(34,836)
	<hr/>	<hr/>	<hr/>
<u>Sub-total</u>	82,300	82,700	68,440
Central, Departmental & Technical Support Services			
Central Salaries & Administration	48,700	82,900	78,547
Information Technology Expenses	3,150	2,750	2,571
Departmental Administrative Expenses	35,900	36,200	34,256
	<hr/>	<hr/>	<hr/>
<u>TO SUMMARY</u>	170,050	204,550	183,814
	<hr/>	<hr/>	<hr/>
Full Time Equivalent Number of Staff	3.31	3.84	
(including Support Service Staff)			
2 <u>COMMUNITY DEVELOPMENT</u>			
Employees			
Salaries	53,750	45,400	41,832
Supplies & Services			
Local Strategic Partnership	5,000	5,000	1,500 b)
Community Development Partnership	15,000	15,000	15,000
Troubled Families Initiatives	-	-	1,120 c)
Capital Grants and Contributions (RECS)	21,000	24,000	6,000 d)
	<hr/>	<hr/>	<hr/>
	94,750	89,400	65,452
Less Income			
Contributions from Other Bodies	-	-	(10,125) c)
	<hr/>	<hr/>	<hr/>
<u>Sub-total</u>	94,750	89,400	55,327
Central, Departmental & Technical Support Services			
Central Salaries & Administration	12,700	12,900	12,886
Departmental Administrative Expenses	19,650	16,250	16,413
	<hr/>	<hr/>	<hr/>
<u>TO SUMMARY</u>	127,100	118,550	84,626
	<hr/>	<hr/>	<hr/>
Full Time Equivalent Number of Staff	1.41	1.18	
(including Support Service Staff)			

CHIEF EXECUTIVE

COMMUNITY SAFETY

- a) Community Safety Partnership expenditure met from an earmarked reserve.

COMMUNITY DEVELOPMENT

- b) One-off reduction in partnership contribution.
- c) Balance of troubled families grant has been transferred to an earmarked reserve to meet cost of ongoing initiatives.
- d) Underspend reflects slippage of Community Partnership Initiatives and remaining Local Strategic Partnership Capital Plan schemes to 2014/15.

CHIEF EXECUTIVE

3 ELECTIONS

(a) ELECTORAL REGISTRATION

Employees

Salaries

45,150

59,350

51,398 a)

Supplies & Services

Equipment & Materials - Purchases

4,000

5,000

7,460 b)

Stationery

500

50

399

Reference Books & Publications

1,000

1,000

1,160

Canvassers' Fees & Delivery Expenses

25,000

-

-

Postages

20,500

28,500

29,415

Advertising

200

-

-

96,350

93,900

89,832

Less Income

Government Grant

-

(6,950)

(6,951)

Sale of Registers

(1,500)

(1,500)

(2,522)

Sub-total

94,850

85,450

80,359

**Central, Departmental & Technical
Support Services**

Central Salaries & Administration

43,300

52,000

51,922

Information Technology Expenses

33,250

29,300

27,299

Departmental Administrative Expenses

33,350

38,950

43,303 c)

204,750

205,700

202,883

Full Time Equivalent Number of Staff
(including Support Service Staff)

3.00

3.44

CHIEF EXECUTIVE

ELECTORAL REGISTRATION

- a) Reflects current staffing arrangements in Electoral Registration Section.
- b) Purchase of envelopes and additional printing for annual canvass.
- c) Recharge of Print Section costs associated with printing annual canvass forms.

CHIEF EXECUTIVE

	ORIGINAL ESTIMATE £	2013/14 REVISED ESTIMATE £	PROVISIONAL OUTTURN £
(b) CONDUCT OF ELECTIONS			
Employees			
Salaries	11,750	15,350	13,365
Premises Related Expenses			
Rent	1,600	-	779 a)
Supplies & Services			
Equipment & Materials - Purchases	100	13,000	13,356
External Printing	1,000	-	-
Stationery	-	-	12
Polling & Postal Vote Fees	8,300	-	3,762 a)
Delivery Expenses	1,900	-	-
Postage	-	-	1,391 a)
	24,650	28,350	32,665
Less Income			
Fees & Charges	-	(800)	(13,088) b)
Contributions from Other Bodies	-	-	(136)
Sub-total	24,650	27,550	19,441
Central, Departmental & Technical Support Services			
Central Salaries & Administration	63,600	64,500	64,667
Information Technology Expenses	12,700	11,200	10,440
Departmental Administrative Expenses	8,550	9,950	11,043
	109,500	113,200	105,591
Full Time Equivalent Number of Staff (including Support Service Staff)	1.61	1.70	
<u>ELECTIONS</u>			
<u>SUMMARY</u>			
(a) ELECTORAL REGISTRATION	204,750	205,700	202,883
(b) CONDUCT OF ELECTIONS	109,500	113,200	105,591
<u>TO SUMMARY</u>	314,250	318,900	308,474

CHIEF EXECUTIVE

CONDUCT OF ELECTIONS

- a) Costs relating to a by-election held during the year matched by a contribution from an earmarked reserve.
- b) Income associated with the County Council election for use of equipment and staff paid for by T&MBC.

CHIEF EXECUTIVE

4 INFORMATION & PUBLICITY

Employees

Salaries

80,750

77,100

77,089

Supplies & Services

Information and Publicity

2,000

2,000

530

Publication Costs - Here and Now

60,000

60,000

59,156

Sub-total

142,750

139,100

136,775

Central, Departmental & Technical Support Services

Central Salaries & Administration

15,400

15,200

15,229

Information Technology Expenses

3,900

3,450

3,216

Departmental Administrative Expenses

30,400

27,900

27,225

TO SUMMARY

192,450

185,650

182,445

Full Time Equivalent Number of Staff
(including Support Service Staff)

2.33

2.19

5 GRANTS & PAYMENTS

Supplies & Services

Grants to Citizens Advice Bureaux

111,000

111,000

111,000

Grants to Other Charitable & Voluntary Org.

38,000

37,500

38,500 a)

Tonbridge Historic Society Accommodation

2,500

2,500

2,500

Community Enhancement Fund

100,000

2,850

2,851

Sub-total

251,500

153,850

154,851

Central, Departmental and Technical Support Services

Central Salaries & Administration

36,450

27,950

25,962

Information Technology Expenses

250

200

204

TO SUMMARY

288,200

182,000

181,017

Full Time Equivalent Number of Staff
(including Support Service Staff)

0.62

0.46

a) One-off grant to expand and promote volunteer driver services in the Malling area.

CHIEF EXECUTIVE

6 CLIMATE CHANGE

Employees

Salaries

32,500

24,800

22,765

Supplies & Services

LA21 Initiatives

6,000

6,000

813 a)

Sub-total

38,500

30,800

23,578

Central, Departmental & Technical Support Services

Central Salaries & Administration

500

550

526

Information Technology Expenses

-

-

16

Departmental Administrative Expenses

11,950

9,200

9,271

TO SUMMARY

50,950

40,550

33,391

Full Time Equivalent Number of Staff

0.79

0.60

(including Support Service Staff)

7 ECONOMIC DEVELOPMENT & REGENERATION

Employees

Salaries

15,300

11,050

9,847

Supplies & Services

Economic Development Expenses

4,000

4,000

4,863

Area Investment Framework

5,000

5,000

5,000

Business Support

Grants

2,500

2,500

345

Accommodation / Parking

5,700

5,700

5,663

Sub-total

32,500

28,250

25,718

Central, Departmental & Technical Support Services

Central Salaries & Administration

2,000

2,250

2,234

Information Technology Expenses

50

50

48

Departmental Administrative Expenses

5,600

4,050

4,081

TO SUMMARY

40,150

34,600

32,081

Full Time Equivalent Number of Staff

0.39

0.29

(including Support Service Staff)

a) Reduction in the level of climate change related activities.

DIRECTOR OF CENTRAL SERVICES

SUMMARY

	ORIGINAL ESTIMATE	2013/14 REVISED ESTIMATE	PROVISIONAL OUTTURN
	£	£	£
1 TONBRIDGE CASTLE GATEHOUSE	32,500	10,600	11,458
2 LOCAL LAND CHARGES	(30,550)	(48,900)	(85,711)
3 PUBLIC RIGHTS OF WAY	850	850	845
4 INDUSTRIAL ESTATE	(55,750)	(88,700)	(56,306)
5 COMMERCIAL PROPERTY	(184,050)	(142,000)	(137,225)
6 VALE RISE DEPOT	-	-	-
7 LAND REVIEW	151,300	154,250	96,246
8 ITINERANTS	3,550	3,400	3,433
9 BOROUGH CHRISTMAS LIGHTING	17,050	22,000	21,474
10 LICENCES	49,550	40,800	13,470
	(15,550)	(47,700)	(132,316)
Full Time Equivalent Number of Staff (including Support Service Staff)	11.10	11.41	

DIRECTOR OF CENTRAL SERVICES

1 TONBRIDGE CASTLE GATEHOUSE

Employees

Salaries	9,900	7,550	7,347
----------	-------	-------	-------

Premises Related Expenses

Building Repairs Expenditure	19,950	4,900	4,276
Rates	300	200	198
Premises Insurance	4,350	4,300	4,279

Supplies & Services

Purchases - Equipment & Materials	1,000	1,000	746
Maintenance - General	3,000	3,000	3,625
Streamline Service	500	500	834
Marketing	6,500	6,500	6,529
Subscriptions	300	300	-

	45,800	28,250	27,834
--	--------	--------	--------

Less Income

Fees & Charges			
Weddings / Hire of Gatehouse	(5,000)	(3,000)	(3,600)
Commission	(1,000)	(1,000)	(1,954)
Tonbridge Castle Attraction	(20,000)	(24,000)	(23,975)
Profit on Stock Sales	(4,500)	(4,500)	(1,521)

	(30,500)	(32,500)	(31,050)
--	----------	----------	----------

Sub-total

	15,300	(4,250)	(3,216)
--	--------	---------	---------

**Central, Departmental & Technical
Support Services**

Central Salaries & Administration	9,800	8,050	8,021
Information Technology Expenses	2,250	1,950	1,836
Departmental Administrative Expenses	3,400	2,550	2,516

Depreciation & Impairment

Non-Current Asset Depreciation	1,750	2,300	2,301
--------------------------------	-------	-------	-------

TO SUMMARY

	32,500	10,600	11,458
--	---------------	---------------	---------------

Full Time Equivalent Number of Staff
(including Support Service Staff)

0.50	0.41	
------	------	--

DIRECTOR OF CENTRAL SERVICES

2 LOCAL LAND CHARGES

Employees

Salaries

130,850

129,600

130,513

Supplies & Services

NLIS Transmission Fee

20,000

20,000

21,681

Insurance

4,500

4,500

4,483

Kent Highways

23,500

21,500

16,530 a)

178,850

175,600

173,207

Less Income

Fees & Charges

(307,500)

(315,000)

(345,360) b)

Local Land Charges - Cancellation Fees

(100)

(100)

(77)

(307,600)

(315,100)

(345,437)

Sub-total

(128,750)

(139,500)

(172,230)

Central, Departmental & Technical Support Services

Central Salaries & Administration

7,250

6,000

5,991

Information Technology Expenses

38,650

34,050

31,732

Departmental Administrative Expenses

52,300

50,550

48,796

TO SUMMARY

(30,550)

(48,900)

(85,711)

Full Time Equivalent Number of Staff
(including Support Service Staff)

4.27

4.26

Memorandum

Surplus from above

(30,550)

(48,900)

(85,711)

Share of:

Democratic Administration

31,050

27,550

27,367

Corporate Management

11,000

10,700

10,736

Non Distributed Costs

12,000

9,600

10,487

Deficit (Surplus) for Trading Purposes

23,500

(1,050)

(37,121)

a) Reduction in the level of highways information required from Kent County Council.

b) Additional fee income reflects increased market demand.

DIRECTOR OF CENTRAL SERVICES

	ORIGINAL ESTIMATE £	2013/14 REVISED ESTIMATE £	PROVISIONAL OUTTURN £
3 <u>PUBLIC RIGHTS OF WAY</u>			
Employees			
Salaries	250	250	231
Central, Departmental & Technical Support Services			
Central Salaries & Administration	500	500	526
Departmental Administrative Expenses	100	100	88
	<hr/>	<hr/>	<hr/>
<u>TO SUMMARY</u>	850	850	845
	<hr/>	<hr/>	<hr/>
Full Time Equivalent Number of Staff (including Support Service Staff)	0.02	0.02	
 4 <u>INDUSTRIAL ESTATE</u>			
Employees			
Salaries	1,600	1,650	1,672
	<hr/>	<hr/>	<hr/>
	1,600	1,650	1,672
Less Income			
Rents	(61,400)	(94,200)	(61,820) a)
	<hr/>	<hr/>	<hr/>
<u>Sub-total</u>	(59,800)	(92,550)	(60,148)
 Central, Departmental and Technical Support Services			
Central Salaries & Administration	3,200	2,900	2,902
Information Technology Expenses	100	100	74
Departmental Administrative Expenses	750	850	866
	<hr/>	<hr/>	<hr/>
<u>TO SUMMARY</u>	(55,750)	(88,700)	(56,306)
	<hr/>	<hr/>	<hr/>
Full Time Equivalent Number of Staff (including Support Service Staff)	0.10	0.11	

a) One-off payment received in April 2014 due to delay in completion of new lease.

DIRECTOR OF CENTRAL SERVICES

5 COMMERCIAL PROPERTY

Employees

Salaries

5,000

5,150

5,200

Premises Related Expenses

Insurance

1,550

200

208

Rates

750

750

762

Repairs Expenditure

66,500

112,400

121,387 a)

73,800

118,500

127,557

Less Income

Rents - Land

(7,000)

(7,000)

(7,768)

- Shops & Maisonettes

(225,700)

(220,150)

(223,860)

- Offices

(33,000)

(40,850)

(40,559)

(265,700)

(268,000)

(272,187)

Sub-total

(191,900)

(149,500)

(144,630)

Central, Departmental and Technical Support Services

Central Salaries & Administration

4,700

4,050

4,017

Information Technology Expenses

600

550

490

Departmental Administrative Expenses

2,550

2,900

2,898

TO SUMMARY

(184,050)

(142,000)

(137,225)

Full Time Equivalent Number of Staff
(including Support Service Staff)

0.22

0.22

- a) Additional costs associated with removing asbestos from shop canopies at Martin Square, and increased level of response maintenance.

DIRECTOR OF CENTRAL SERVICES

6 VALE RISE DEPOT

Employees

Salaries

2,700

6,150

6,154

Premises Related Expenses

Premises Insurance

150

150

134

Rates

11,650

13,550

13,541

Repairs Expenditure

2,000

2,000

1,559

16,500

21,850

21,388

Less Recharges to Other Services

(26,900)

(33,000)

4,634

Sub-total

(10,400)

(11,150)

26,022

**Central, Departmental and Technical
Support Services**

Central Salaries & Administration

950

750

744

Departmental Administrative Expenses

1,150

2,100

2,116

Depreciation & Impairment

Non-Current Asset Depreciation

8,300

8,300

8,286

Non-Current Asset Impairment

-

-

(37,168) a)

TO SUMMARY

-

-

-

Full Time Equivalent Number of Staff
(including Support Service Staff)

0.09

0.15

a) Reflects reversal of prior year impairments following upward revaluation of the depot.

DIRECTOR OF CENTRAL SERVICES

7 LAND REVIEW

Employees

Salaries

35,500

36,600

36,941

Premises Related Expenses

Depots held pending disposal / development

1,400

1,400

(3,633) **a)**

Estate Management

2,000

600

36

Maintenance of Grounds

1,000

500

-

Rates

1,850

1,600

1,617

Water Services

1,100

1,100

411

Insurance

1,100

1,100

1,079

Repairs Expenditure

12,600

16,800

11,037 **b)**

Supplies & Services

Professional Fees

6,000

15,000

15,394

Tonbridge Town Centre

100,000

120,000

267,763 **c)**

Tonbridge Town Taster Event

-

20,000

20,452

162,550

214,700

351,097

Less Income

Fees & Charges - General

(1,000)

(2,300)

(3,659)

Tonbridge Town Taster Event Receipts

-

(10,000)

(9,810)

River Walk Rent

(25,150)

(25,150)

(25,150)

Castle Lodge Rent

(5,500)

(5,500)

(5,500)

Wayleaves

(500)

(500)

(517)

Contributions from Other Bodies

-

(40,000)

(233,170) **c)**

(32,150)

(83,450)

(277,806)

Sub-total

130,400

131,250

73,291

Central, Departmental and Technical Support Services

Central Salaries & Administration

3,350

2,800

2,809

Information Technology Expenses

250

200

198

Departmental Administrative Expenses

17,300

20,000

19,948

TO SUMMARY

151,300

154,250

96,246

Full Time Equivalent Number of Staff
(including Support Service Staff)

0.90

0.97

- a)** Reflects reversal of prior year impairments following upward revaluation of the depot (see page CEN 6).
- b)** Reduced requirement for maintenance work on Community Areas.
- c)** Reflects costs associated with the Tonbridge Town Centre redevelopment project, partly met by Sainsbury's PLC in accordance with the agreement with the balance met from an earmarked reserve.

DIRECTOR OF CENTRAL SERVICES

8 ITINERANTS

Employees
Salaries

2,350

2,250

2,259

**Central, Departmental & Technical
Support Services**

Central Salaries & Administration

350

350

362

Departmental Administrative Expenses

850

800

812

TO SUMMARY

3,550

3,400

3,433

Full Time Equivalent Number of Staff
(including Support Service Staff)

0.07

0.07

9 BOROUGH CHRISTMAS LIGHTING

Supplies & Services

Borough Christmas Lighting

16,000

16,000

15,400

Capital Grants and Contributions (RECS)

-

5,000

5,041

Sub-total

16,000

21,000

20,441

**Central, Departmental & Technical
Support Services**

Central Salaries & Administration

1,050

1,000

1,024

Information Technology Expenses

-

-

9

TO SUMMARY

17,050

22,000

21,474

Full Time Equivalent Number of Staff
(including Support Service Staff)

0.02

0.02

DIRECTOR OF CENTRAL SERVICES

DIRECTOR OF CENTRAL SERVICES

10 LICENCES

(a) FEE PAYING

Employees

Salaries

142,800

146,100

151,250

Premises Related Expenses

Rents

50

50

-

Supplies & Services

Purchases - Equipment & Materials

2,000

8,000

12,476 **a)**

Professional Fees

6,000

3,000

3,076

Advertising

400

250

111

151,250

157,400

166,913

Less Income

Licence Fees

Animal Boarding Establishments

(2,350)

(2,050)

(2,084)

Pet Shops

(1,250)

(1,500)

(1,232)

Hackney Carriages & Private Hire

(108,000)

(118,000)

(134,750) **b)**

Riding Establishments

(2,050)

(2,050)

(1,956)

Alcohol & Entertainment - Premises

(82,000)

(94,000)

(106,338) **c)**

Acupuncture / Tattooing / Ear Piercing

-

-

(162)

Pleasure Boats & Boatmen

(100)

(200)

(206)

Street Trading

(1,200)

(900)

(1,135)

Alcohol & Entertainment - Personal

(3,050)

(3,400)

(3,939)

Sex Establishments / Sexual Entertainment

(8,000)

(4,000)

(4,000)

Dangerous Wild Animals

(800)

(750)

(772)

Gambling

(10,150)

(13,000)

(14,616)

Scrap Metal Dealers

-

(4,200)

(5,600)

Hypnotism Licences

-

-

(23)

(218,950)

(244,050)

(276,813)

Sub-total

(67,700)

(86,650)

(109,900)

**Central, Departmental & Technical
Support Services**

Central Salaries & Administration

9,350

9,750

9,607

Information Technology Expenses

13,100

11,550

10,765

Departmental Administrative Expenses

72,650

73,050

70,060

27,400

7,700

(19,468)

Full Time Equivalent Number of Staff
(including Support Service Staff)

4.47

4.54

DIRECTOR OF CENTRAL SERVICES

	ORIGINAL ESTIMATE £	2013/14 REVISED ESTIMATE £	PROVISIONAL OUTTURN £
(b) <u>NON FEE PAYING</u>			
Employees			
Salaries	13,950	20,250	20,551
Central, Departmental & Technical Support Services			
Central Salaries & Administration	1,950	3,050	2,915
Departmental Administrative Expenses	6,250	9,800	9,472
	22,150	33,100	32,938
Full Time Equivalent Number of Staff (including Support Service Staff)	0.44	0.64	
 <u>LICENCES</u>			
<u>SUMMARY</u>			
(a) FEE PAYING	27,400	7,700	(19,468)
(b) NON FEE PAYING	22,150	33,100	32,938
	49,550	40,800	13,470
<u>TO SUMMARY</u>			

LICENCES - FEE PAYING / NON FEE PAYING

- a) Costs associated with new taxi licence plate sets which are recovered from taxi licence fee income.
- b) Higher number of new applications and renewals.
- c) Additional income following focussed effort to recover outstanding licence application fees.

DIRECTOR OF FINANCE & TRANSFORMATION

SUMMARY

	ORIGINAL ESTIMATE £	2013/14 REVISED ESTIMATE £	PROVISIONAL OUTTURN £
1 HOUSING ADVANCES	7,800	7,300	7,402
2 HOUSING BENEFITS & COUNTER FRAUD	394,550	387,750	365,543
3 LOCAL REVENUE & NNDR COLLECTION	542,900	618,250	501,078
4 COUNCIL TAX SUPPORT	273,050	291,450	287,349
5 INTEREST & TRANSFERS	(107,250)	(32,600)	(44,338)
6 DRAINAGE BOARDS SPECIAL LEVIES	373,950	373,950	373,939
7 FINANCIAL ARRANGEMENTS WITH PARISH COUNCILS	227,600	227,600	227,655
8 GENERAL ADVICE TO PARISH COUNCILS	64,400	57,400	57,405
	<hr/>	<hr/>	<hr/>
ANNUAL ESTIMATES	1,777,000	1,931,100	1,776,033
9 CONTRIBUTIONS TO PROVISIONS	5,000	5,000	2,645
	<hr/>	<hr/>	<hr/>
	1,782,000	1,936,100	1,778,678
	<hr/>	<hr/>	<hr/>
Full Time Equivalent Number of Staff (including Support Service Staff)	48.45	49.77	

DIRECTOR OF FINANCE & TRANSFORMATION

1 HOUSING ADVANCES

Premises Related Expenses

Insurance	350	350	368
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Supplies & Services

Contract Services	2,800	2,800	2,829
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	<hr/>	<hr/>	<hr/>
	3,150	3,150	3,197

Less Income

Interest	(1,000)	(1,000)	(885)
----------	---------	---------	-------

	<hr/>	<hr/>	<hr/>
	2,150	2,150	2,312

Sub-total

**Central, Departmental & Technical
Support Services**

Central Salaries & Administration	5,450	4,950	4,897
Information Technology Expenses	200	200	193

	<hr/>	<hr/>	<hr/>
	7,800	7,300	7,402

TO SUMMARY

Full Time Equivalent Number of Staff (including Support Service Staff)	0.11	0.10	
--	------	------	--

DIRECTOR OF FINANCE & TRANSFORMATION

**2 HOUSING BENEFITS
& COUNTER FRAUD**

(a) HOUSING BENEFITS

Employees

Salaries	266,750	360,550	368,362 a)
----------	---------	---------	------------

Supplies & Services

Printing & Stationery	1,800	1,800	2,117
Reference Books & Publications	400	450	278
Storage Facilities	300	300	278
Consultancy Fees	-	-	4,750 b)
Bailiffs Commission	4,000	3,000	3,394
Audit Fee	14,000	21,000	15,400 c)
Welfare Advice Service	3,750	1,900	1,875
Postages	11,050	10,250	8,393
Subscriptions	250	250	249
Other Expenses	-	19,100	17,650

Third Party Payments

Payments to other Local Authorities	-	-	5,609 d)
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Housing Benefits

Rent Allowances	31,977,000	33,928,000	33,919,901 e)
Non HRA Rent Rebates	130,000	160,000	143,424 e)
Local Scheme	60,000	77,000	96,584 e)
Discretionary Housing Payments	42,000	130,000	126,412 e)
Overpayments	(500,000)	(500,000)	(806,295) e)
Contribution to Bad Debt Provision	190,000	180,000	297,059 e)
Compensation Scheme	100	100	-

32,201,400	34,393,700	34,205,440
------------	------------	------------

Less Income

Government Grant	-	(19,700)	(45,270) f)
Rent Allowance Subsidy	(31,810,000)	(33,844,000)	(33,630,090) e)
Non HRA Rent Rebate Subsidy	(75,000)	(64,000)	(56,306) e)
Local Scheme Subsidy	(45,000)	(58,000)	(67,377) e)
Discretionary Housing Payment Contribution	(42,000)	(130,000)	(129,610) e)
Administration Grant	(304,600)	(341,700)	(341,704)

(32,276,600)	(34,457,400)	(34,270,357)
--------------	--------------	--------------

Sub-total

(75,200)	(63,700)	(64,917)
----------	----------	----------

**Central, Departmental & Technical
Support Services**

Central Salaries & Administration	147,250	139,650	138,733
Information Technology Expenses	47,200	41,600	38,740
Departmental Administrative Expenses	165,400	179,100	171,012

284,650	296,650	283,568
---------	---------	---------

**Full Time Equivalent Number of Staff
(including Support Service Staff)**

14.75	15.65	
-------	-------	--

DIRECTOR OF FINANCE & TRANSFORMATION

HOUSING BENEFITS & COUNTER FRAUD

- a) Additional temporary staff requirement to assist with increased workload.
- b) Reflects costs of review of overpayment recovery process - funded from an earmarked reserve.
- c) Reduction in fee payable for auditing benefit subsidy claim.
- d) Benefit claims processing undertaken by East Kent Services to assist with workload.
- e) Reflects actual level of benefit payments, recoupments and contribution to the bad debts provision, producing an overall increase of £14,702 when compared with the revised estimate.
- f) Additional grant awarded by the Department for Work and Pensions to assist with the administrative costs of implementing welfare reform changes.

DIRECTOR OF FINANCE & TRANSFORMATION

2 HOUSING BENEFITS
& COUNTER FRAUD (continued)

(b) FRAUD PREVENTION

Employees

Salaries

86,900

68,700

68,811

Supplies & Services

Other Expenses

3,000

3,000

1,797

89,900

71,700

70,608

Less Income

Administration Grant

(92,000)

(74,500)

(74,500)

Administrative Penalty

(1,000)

(1,000)

(5,197)

(93,000)

(75,500)

(79,697)

Sub-total

(3,100)

(3,800)

(9,089)

**Central, Departmental & Technical
Support Services**

Central Salaries & Administration

36,850

16,550

16,118

Information Technology Expenses

4,500

3,950

3,680

Departmental Administrative Expenses

71,650

74,400

71,266

109,900

91,100

81,975

Full Time Equivalent Number of Staff
(including Support Service Staff)

4.31

3.73

SUMMARY

(a) HOUSING BENEFITS
(b) FRAUD PREVENTION

284,650

296,650

283,568

109,900

91,100

81,975

TO SUMMARY

394,550

387,750

365,543

DIRECTOR OF FINANCE & TRANSFORMATION

3 LOCAL REVENUE & NNDR COLLECTION

Employees

Salaries	389,950	450,350	429,935 a)
----------	---------	---------	------------

Supplies & Services

Equipment, Furniture & Materials - Purchases	500	36,500	43,878 b)
Direct Debit / Bank Charges	4,200	3,000	2,785
Giro / Swipe Card Charges	13,000	14,000	13,686
Court Fees	20,000	17,500	13,068 c)
Bailiffs Commission	500	500	859
Council Tax - Flooding Relief	-	-	41,226 d)
External Printing & Stationery	3,200	3,500	3,488
Reference Books & Publications	200	450	280
Storage Facilities	50	50	169
Tracing Services	7,000	7,000	8,856
Advertising	300	300	194
Postages	39,100	42,100	47,377 e)
Subscriptions	700	700	553
Compensation Scheme	100	100	500

478,800

576,050

606,854

Less Income

Government Grants			
- Allowances for Cost of NNDR Collection	(168,800)	(168,000)	(168,018)
- Other	-	-	(41,226) d)
Replacement Payment Cards	-	-	(5)
Summons Costs Recovered	(210,000)	(230,000)	(316,955) f)
Contributions from Other Bodies	-	-	(8,572) b)

(378,800)

(398,000)

(534,776)

Sub-total

100,000

178,050

72,078

**Central, Departmental & Technical
Support Services**

Central Salaries & Administration	133,800	134,500	133,539
Information Technology Expenses	113,000	99,550	92,759 g)
Departmental Administrative Expenses	196,100	206,150	202,702

TO SUMMARY

542,900

618,250

501,078

Full Time Equivalent Number of Staff
(including Support Service Staff)

18.29

18.66

DIRECTOR OF FINANCE & TRANSFORMATION

LOCAL REVENUE & NNDR COLLECTION

- a) Management savings arising from vacant posts.
- b) Additional empty home review costs offset by contribution from Kent County Council.
- c) Lower than anticipated recovery action required following introduction of localised Council Tax support scheme.
- d) Flood relief discount following severe weather in December 2013 to February 2014 met in full from a Government grant.
- e) Increased level of reminder notices issued.
- f) Reflects a significant increase in the level of summons costs issued.
- g) Reduction in information technology costs attributable to Local Revenue & NNDR Collection (see Corporate Services page CS 9).

DIRECTOR OF FINANCE & TRANSFORMATION

4 COUNCIL TAX SUPPORT

(a) ADMINISTRATION

Employees

Salaries

202,550

272,200

278,018

Supplies & Services

Printing & Stationery

500

500

-

Reference Books & Publications

-

300

277

Storage Facilities

300

300

277

Postage

14,000

18,000

16,691

Subscriptions

250

250

249

Audit Fees

8,000

9,000

10,020

Welfare Advice Service

3,750

1,900

1,875

229,350

302,450

307,407

Less Income

Government Grants

Administration

- Department for Work and Pensions

(186,100)

(195,300)

(195,302)

Other

-

(56,550)

(56,534)

Contributions from Other Bodies

(125,000)

(125,000)

(125,000)

(311,100)

(376,850)

(376,836)

Sub-total

(81,750)

(74,400)

(69,429)

**Central, Departmental & Technical
Support Services**

Central Salaries & Administration

11,800

16,100

15,512

Information Technology Expenses

36,950

32,550

30,340

Departmental Administrative Expenses

128,300

139,450

133,157

TO SUMMARY

95,300

113,700

109,580

Full Time Equivalent Number of Staff
(including Support Service Staff)

8.90

9.65

(b) PAYMENTS TO PARISH COUNCILS

Parish Council Allocation

177,750

177,750

177,769

177,750

177,750

177,769

SUMMARY

(a) ADMINISTRATION

95,300

113,700

109,580

(b) PAYMENTS TO PARISH COUNCILS

177,750

177,750

177,769

TO SUMMARY

273,050

291,450

287,349

DIRECTOR OF FINANCE & TRANSFORMATION

5 INTEREST & TRANSFERS

Employees

Salaries

25,150

26,050

26,138

Supplies & Services

Fund Manager & Treasury Advisor Fees

31,000

31,500

31,381

Legal Fees

250

3,600

1,915

Credit / Debit Card Charges

12,000

20,000

18,705

Bank / Swipe Card Charges

41,650

26,350

31,842 a)

Other Hired and Contracted Services

2,500

2,600

2,523

Transfers in Lieu of Interest

33,200

14,400

14,294

145,750

124,500

126,798

Less Income

Interest on Investments & Cash Flow

(236,050)

(164,400)

(179,823) b)

Other Miscellaneous Interest

(7,000)

(7,000)

(5,169)

Hsg Mortgage Assistance Scheme Interest

(25,000)

-

-

Credit Card Fee

(4,500)

(5,500)

(5,715)

(272,550)

(176,900)

(190,707)

Sub-total

(126,800)

(52,400)

(63,909)

**Central, Departmental & Technical
Support Services**

Central Salaries & Administration

6,150

6,900

6,772

Information Technology Expenses

4,150

3,650

3,421

Departmental Administrative Expenses

9,250

9,250

9,378

TO SUMMARY

(107,250)

(32,600)

(44,338)

Full Time Equivalent Number of Staff
(including Support Service Staff)

0.79

0.81

a) Costs higher than revised estimate following clarification of charges.

b) Outturn includes notional interest on defaulted Landsbanki investment in accordance with accounting requirements.

DIRECTOR OF FINANCE & TRANSFORMATION

6 DRAINAGE BOARDS SPECIAL LEVIES

Payments to Drainage Boards

373,600

373,600

373,578

**Central, Departmental & Technical
Support Services**

Central Salaries & Administration

350

350

361

TO SUMMARY

373,950

373,950

373,939

Full Time Equivalent Number of Staff
(including Support Service Staff)

0.01

0.01

**7 FINANCIAL ARRANGEMENTS WITH
PARISH COUNCILS**

Payments to Parish Councils

221,550

221,550

221,563

**Central, Departmental & Technical
Support Services**

Central Salaries & Administration
Information Technology Expenses

5,950
100

5,950
100

6,006
86

TO SUMMARY

227,600

227,600

227,655

Full Time Equivalent Number of Staff
(including Support Service Staff)

0.10

0.10

8 GENERAL ADVICE TO PARISH COUNCILS

Employees

Salaries

36,650

31,300

31,144

**Central, Departmental & Technical
Support Services**

Central Salaries & Administration
Departmental Administrative Expenses

14,200
13,550

14,850
11,250

14,941
11,320

TO SUMMARY

64,400

57,400

57,405

Full Time Equivalent Number of Staff
(including Support Service Staff)

1.19

1.06

DIRECTOR OF FINANCE & TRANSFORMATION

9 CONTRIBUTIONS TO PROVISIONS

Car Loan Insurance
General Bad Debts Provision

TO SUMMARY

ORIGINAL ESTIMATE £	2013/14 REVISED ESTIMATE £	PROVISIONAL OUTTURN £
-	-	120
5,000	5,000	2,525
<hr/>	<hr/>	<hr/>
5,000	5,000	2,645
<hr/>	<hr/>	<hr/>

DIRECTOR OF PLANNING, HOUSING AND ENVIRONMENTAL HEALTH

SUMMARY

	ORIGINAL ESTIMATE £	2013/14 REVISED ESTIMATE £	PROVISIONAL OUTTURN £
1. DEVELOPMENT CONTROL	1,312,100	1,196,550	1,128,945
2. CONSERVATION	71,800	69,200	68,347
3. BUILDING CONTROL	145,750	130,800	107,170
4. PLANNING POLICY	515,950	451,900	464,852
5. PARKING SERVICES	(356,100)	(481,150)	(658,723)
6. TRANSPORTATION	213,300	165,750	161,780
7. SECURITY SERVICES MANAGEMENT (CCTV)	101,300	99,200	88,626
8. BOROUGH DRAINAGE & LAND DRAINAGE RELATED WORK	107,950	228,800	213,933
9. CIVIL CONTINGENCIES	100,750	94,700	121,924
10. HOUSING STRATEGY & ENABLING ROLE	263,400	331,100	292,651
11. HOMELESSNESS	266,900	277,200	276,919
12. HOUSING ADVICE	183,100	203,700	202,163
13. HOME SAFETY	3,950	3,450	3,442
14. PRIVATE SECTOR HOUSING RENEWAL	563,000	563,800	384,665
15. PRIVATE SECTOR HOUSING STANDARDS	100,300	100,300	99,664
16. HOME IMPROVEMENT AGENCY	55,900	9,750	9,730
17. PUBLIC HEALTH ACT 1984	4,350	4,250	3,219
18. ENVIRONMENTAL PROTECTION ACT - PART 1	23,250	26,500	25,914
19. ENVIRONMENTAL PROTECTION	287,000	299,300	303,441
20. FOOD & SAFETY	425,700	445,450	423,142
	<hr/> 4,389,650 <hr/>	<hr/> 4,220,550 <hr/>	<hr/> 3,721,804 <hr/>
Full Time Equivalent Number of Staff (including Support Service Staff)	114.93	116.38	

DIRECTOR OF PLANNING, HOUSING AND ENVIRONMENTAL HEALTH

1. DEVELOPMENT CONTROL

Employees				
Salaries	1,127,000	1,082,000	1,076,421	
Temporary Staff	19,400	16,400	16,337	
Supplies & Services				
Microfilming & Storage Facilities	7,000	7,000	14,123	a)
Professional Fees - Agricultural Advice	3,500	3,600	3,600	
Application & Appeals	30,000	60,000	56,090	
Advertising	12,000	9,000	9,169	
	<hr/>	<hr/>	<hr/>	
	1,198,900	1,178,000	1,175,740	
	<hr/>	<hr/>	<hr/>	
Less Income				
Fees & Charges				
Planning Applications	(580,750)	(640,000)	(692,212)	b)
Pre-Planning Advice	(5,000)	(10,000)	(11,050)	
S.106 Agreements	(6,000)	(7,000)	(6,751)	
Sales				
Copies of Documents, Plans, etc.	(250)	(50)	(38)	
	<hr/>	<hr/>	<hr/>	
	(592,000)	(657,050)	(710,051)	
	<hr/>	<hr/>	<hr/>	
<u>Sub-total</u>	606,900	520,950	465,689	
Central, Departmental & Technical Support Services				
Central Salaries & Administration	186,000	175,850	177,020	
Information Technology Expenses	130,150	114,650	106,839	
Departmental Administrative Expenses	389,050	385,100	379,397	
	<hr/>	<hr/>	<hr/>	
<u>TO SUMMARY</u>	1,312,100	1,196,550	1,128,945	
	<hr/>	<hr/>	<hr/>	
Full Time Equivalent Number of Staff	35.41	35.11		
(including Support Service Staff)				

DEVELOPMENT CONTROL

- a)** Reflects two years of scanning. Additional expenditure funded from an earmarked reserve.
- b)** Higher than anticipated demand. The volatility of the development environment has made it difficult to predict precisely the demand for development control services and associated income levels.

DIRECTOR OF PLANNING, HOUSING AND ENVIRONMENTAL HEALTH

2. CONSERVATION

Employees
Salaries

45,050

43,150

42,575

Supplies & Services
Archaeological Advice

8,000

7,800

7,802

Sub-total

53,050

50,950

50,377

**Central, Departmental & Technical
Support Services**

Central Salaries & Administration

1,750

1,550

1,554

Information Technology Expenses

1,300

1,150

1,074

Departmental Administrative Expenses

15,700

15,550

15,342

TO SUMMARY

71,800

69,200

68,347

Full Time Equivalent Number of Staff
(including Support Service Staff)

1.30

1.30

DIRECTOR OF PLANNING, HOUSING AND ENVIRONMENTAL HEALTH

3. BUILDING CONTROL

Employees

Salaries

308,350

302,450

289,131 a)

Supplies & Services

Purchases - Equipment & Materials

600

400

-

Microfilming & Storage Facilities

5,500

5,500

5,228

Professional Fees

7,000

6,250

5,980

Advertising - Promotional Expenses

1,000

500

-

Subscriptions

-

750

758

Discretionary Services

1,500

1,000

1,254

Other Expenses

1,000

1,400

1,552

324,950

318,250

303,903

Less Income

Fees & Charges

Building Regulations

(325,000)

(330,000)

(333,068)

Discretionary Services

(5,000)

(5,000)

(7,299)

(330,000)

(335,000)

(340,367)

Sub-total

(5,050)

(16,750)

(36,464)

**Central, Departmental & Technical
Support Services**

Central Salaries & Administration

16,550

16,900

16,830

Information Technology Expenses

28,200

24,850

23,144

Departmental Administrative Expenses

106,050

105,800

103,660

TO SUMMARY

145,750

130,800

107,170

Full Time Equivalent Number of Staff
(including Support Service Staff)

8.44

8.56

a) Management savings arising from vacant Building Control Manager post.

4. PLANNING POLICY

(a) PREPARATION OF LOCAL DEVELOPMENT FRAMEWORK

Employees

Salaries

189,500

165,900

164,562

Local Development Framework Expenses

Other LDF Expenses

30,000

30,000

45,312 a)

219,500

195,900

209,874

Less Income

Sales - Publications - Local Plan

(100)

(100)

-

Sub-total

219,400

195,800

209,874

Central, Departmental & Technical Support Services

Central Salaries & Administration

2,600

2,650

2,648

Information Technology Expenses

5,250

4,650

4,312

Departmental Administrative Expenses

61,450

54,050

54,318

288,700

257,150

271,152

Full Time Equivalent Number of Staff
(including Support Service Staff)

4.88

4.34

- a)** Higher than anticipated expenditure due to the commissioning of the Strategic Market Housing Assessment. Expenditure funded fully from earmarked reserves.

DIRECTOR OF PLANNING, HOUSING AND ENVIRONMENTAL HEALTH

4. PLANNING POLICY
(continued)

(b) PLANNING POLICY

Employees

Salaries

160,750

137,150

135,982

Supplies & Services

AONB Management

4,750

4,500

4,513

Local Wildlife Sites Register Update

2,500

2,800

2,795

Sub-total

168,000

144,450

143,290

**Central, Departmental & Technical
Support Services**

Central Salaries & Administration

3,100

1,900

1,894

Information Technology Expenses

3,400

3,000

2,790

Departmental Administrative Expenses

52,750

45,400

45,726

227,250

194,750

193,700

Full Time Equivalent Number of Staff
(including Support Service Staff)

4.18

3.63

PLANNING POLICY

**(a) PREPARATION OF LOCAL
DEVELOPMENT FRAMEWORK**

288,700

257,150

271,152

(b) PLANNING POLICY

227,250

194,750

193,700

TO SUMMARY

515,950

451,900

464,852

DIRECTOR OF PLANNING, HOUSING AND ENVIRONMENTAL HEALTH

5. PARKING SERVICES

(a) OFF-STREET

Employees

Salaries

185,350

173,450

164,642 a)

Premises Related Expenses

Maintenance of Grounds

44,000

44,000

47,620

Repairs & Maintenance

27,000

27,000

28,227

Winter Maintenance

25,000

15,000

8,777 b)

Electricity

850

850

835

Rents

4,500

4,500

4,500

Rates

208,500

201,900

201,145

Premises Insurance

1,600

1,600

1,578

Transport Related Expenses

Repairs & Maintenance

900

1,500

1,782

Licences

150

200

-

Petrol / Oil

3,000

3,000

1,759

Transport Insurance

800

1,050

1,063

Supplies & Services

Purchases - Equipment & Materials

1,000

1,000

1,350

Mobile Communications

1,050

1,050

1,033

Maintenance - General

25,500

22,500

31,753 c)

Uniforms

1,600

1,600

1,631

Stationery

3,000

3,000

3,106

Cash Collection

38,000

39,000

39,120

Payment to Principals / Ticket Refunds

489,000

469,000

484,633 d)

Advertising

1,000

1,000

291

Publicity & Promotion

1,000

-

-

Miscellaneous Insurance

450

450

466

Adjudication & Enforcement Services

6,000

5,000

4,138

Mobile Telephones

1,500

1,500

1,592

Emergency Arrangements

150

150

158

Security Services Mgt. Recharge (CCTV)

273,950

268,150

239,618 e)

1,344,850

1,287,450

1,270,817

Less Income

Fees & Charges

Car Park Season Tickets

(132,000)

(200,000)

(210,801) f)

Short Stay Parking

(1,400,000)

(1,400,000)

(1,444,351) f)

Long Stay Parking

(490,000)

(490,000)

(486,095)

Penalty Charge Notices

(155,000)

(110,000)

(96,871) g)

General

(200)

(2,200)

(1,832)

Management of Angel / Botany Car Parks

(87,000)

(88,400)

(88,442)

Rent - Snodland Town Market /

(7,000)

(7,000)

(7,000)

Sunday Farmers' Market

(2,271,200)

(2,297,600)

(2,335,392)

Sub-total Carried Forward

(926,350)

(1,010,150)

(1,064,575)

- PHEH 7 -

DIRECTOR OF PLANNING, HOUSING AND ENVIRONMENTAL HEALTH

5. PARKING SERVICES (continued)

(a) OFF-STREET (continued)

	ORIGINAL ESTIMATE £	2013/14 REVISED ESTIMATE £	PROVISIONAL OUTTURN £
<u>Sub-total Brought Forward</u>	(926,350)	(1,010,150)	(1,064,575)
Central, Departmental & Technical Support Services			
Central Salaries & Administration	28,200	27,150	27,019
Information Technology Expenses	31,000	27,300	25,445
Departmental Administrative Expenses	67,750	67,300	66,507
Capital Programme Revenue Expenses	27,500	27,950	27,185
Depreciation & Impairment			
Non-Current Asset Depreciation	105,850	91,650	93,027
Non-Current Asset Impairment	-	-	(81,882) h)
	(666,050)	(768,800)	(907,274)
Full Time Equivalent Number of Staff (including Support Service Staff)	7.81	7.56	

- a) Management savings arising from vacant Civil Enforcement Officer posts.
- b) Underspend due to mild winter.
- c) Overspend due to repairs to ticket machines following December's flood.
- d) Higher number of refunds to customers requiring refunds from stores than anticipated.
- e) Deferral of digital monitoring station upgrade and general capital renewal and reduced use of mobile CCTV cameras due to low levels of anti social behaviour. Please see PHEH 12.
- f) Income slightly higher than anticipated.
- g) Reduction in enforcement actions arising from vacant Civil Enforcement Officer posts and long term sickness.
- h) Reversal of impairment charged in 2008/09.

DIRECTOR OF PLANNING, HOUSING AND ENVIRONMENTAL HEALTH

5. PARKING SERVICES (continued)

(b) ON-STREET

Employees

Salaries

300,600

278,050

257,446 a)

Premises Related Expenses

Repairs & Maintenance

10,000

10,000

10,349

Transport Related Expenses

Repairs & Maintenance

350

1,000

457

Licences

150

250

477

Petrol / Oil

2,800

2,800

2,802

Transport Insurance

800

1,050

1,063

Supplies & Services

Purchases - Equipment & Materials

500

500

490

Mobile Communications

1,100

1,100

1,033

Maintenance - General

4,700

6,500

6,523

Uniforms

900

900

4

Stationery

500

500

2,380

Cash Collection

550

550

485

Advertising

1,000

1,000

750

Adjudication & Enforcement Services

4,500

4,500

4,279

Mobile Telephones

250

500

611

Capital Grants & Contributions (RECS)

11,250

14,250

- b)

339,950

323,450

289,149

Less Income

Fees & Charges

Business Parking Permits

(23,000)

(23,000)

(24,548)

Residents Parking Permits

(92,000)

(92,000)

(96,809)

Visitors Parking Permits

(13,000)

(13,000)

(14,082)

Dispensations

(3,000)

(3,000)

(9,982)

On-street Parking

(13,000)

(13,000)

(13,341)

Penalty Charge Notices

(95,000)

(95,000)

(83,461) c)

(239,000)

(239,000)

(242,223)

Sub-total Carried Forward

100,950

84,450

46,926

DIRECTOR OF PLANNING, HOUSING AND ENVIRONMENTAL HEALTH

5. PARKING SERVICES (continued)

(b) ON-STREET (continued)

<u>Sub-total Brought Forward</u>	100,950	84,450	46,926
Central, Departmental & Technical Support Services			
Central Salaries & Administration	17,750	19,300	19,057
Information Technology Expenses	21,800	19,200	17,890
Departmental Administrative Expenses	99,550	98,150	97,451
Capital Programme Revenue Expenses	58,650	58,000	57,571
Depreciation & Impairment			
Non-Current Asset Depreciation	11,250	8,550	9,656

ORIGINAL ESTIMATE £	2013/14 REVISED ESTIMATE £	PROVISIONAL OUTTURN £
100,950	84,450	46,926
17,750	19,300	19,057
21,800	19,200	17,890
99,550	98,150	97,451
58,650	58,000	57,571
11,250	8,550	9,656
309,950	287,650	248,551
12.50	12.20	

Full Time Equivalent Number of Staff
(including Support Service Staff)

PARKING SERVICES

- (a) OFF-STREET**
(b) ON-STREET

(666,050)	(768,800)	(907,274)
309,950	287,650	248,551
(356,100)	(481,150)	(658,723)

TO SUMMARY

- a)** Management savings arising from vacant Civil Enforcement Officer posts.
- b)** Work carried out as part of Car Parking Action Plan Phase 6 Capital Plan Scheme has resulted in the creation of infrastructure assets for the Council which will be depreciated over their life rather than written-off in year of acquisition.
- c)** Reduction in enforcement actions arising from vacant Civil Enforcement Officer posts and long term sickness.

DIRECTOR OF PLANNING, HOUSING AND ENVIRONMENTAL HEALTH

6. TRANSPORTATION

	ORIGINAL ESTIMATE £	2013/14 REVISED ESTIMATE £	PROVISIONAL OUTTURN £
Employees			
Salaries	81,150	86,050	85,396
Premises Related Expenses			
Repairs, Alterations & Maintenance	15,000	16,000	14,863
Electricity	300	200	220
Vale Rise Depot Recharge	1,300	1,300	(3,408) a)
Premises Insurance	50	50	64
Supplies & Services			
Purchases - Equipment & Materials	5,500	8,700	9,684
In-House Sign Provision	500	500	-
Mobile Communications	1,500	-	-
Public Transport Initiatives	4,000	4,000	4,000
Advertising	5,000	4,000	4,400
Emergency Arrangements	100	100	95
Capital Grants & Contributions (RECS)	40,000	-	7,204 b)
	<hr/>	<hr/>	<hr/>
	154,400	120,900	122,518
Less Income			
Fees & Charges			
Street / House Naming & Numbering	(10,000)	(25,000)	(30,095) c)
	<hr/>	<hr/>	<hr/>
<u>Sub-total</u>	144,400	95,900	92,423
Central, Departmental & Technical Support Services			
Central Salaries & Administration	22,050	19,950	19,770
Information Technology Expenses	5,200	4,500	4,231
Departmental Administrative Expenses	30,850	34,600	33,811
Capital Programme Revenue Expenses	250	250	238
Depreciation & Impairment			
Non-Current Asset Depreciation	10,550	10,550	11,307
	<hr/>	<hr/>	<hr/>
<u>TO SUMMARY</u>	213,300	165,750	161,780
	<hr/>	<hr/>	<hr/>
Full Time Equivalent Number of Staff (including Support Service Staff)	2.48	2.58	

- a) Reversal of impairment charged in 2008/09 - please see page CEN 6.
- b) Some work carried out as a part of the Local Transport Plan Partnership Programme Capital Plan Scheme did not result in an asset for the Council.
- c) Higher than anticipated income.

DIRECTOR OF PLANNING, HOUSING AND ENVIRONMENTAL HEALTH

7. SECURITY SERVICES MANAGEMENT

	ORIGINAL ESTIMATE £	2013/14 REVISED ESTIMATE £	PROVISIONAL OUTTURN £
Employees			
Salaries	48,450	50,250	50,484
Premises Related Expenses			
Electricity	1,200	1,200	924
Supplies & Services			
Purchases - Equipment & Materials	700	700	739
Maintenance - General	22,000	22,000	9,528 a)
Stationery	150	150	47
Miscellaneous Insurance	4,100	4,050	4,072
Emergency Arrangements	50	50	32
Third Party Payments			
CCTV Monitoring Station	194,000	184,000	178,611 b)
	<hr/>	<hr/>	<hr/>
	270,650	262,400	244,437
Less Income			
Recharge to Parking Services	(273,950)	(268,150)	(239,618)
	<hr/>	<hr/>	<hr/>
<u>Sub-total</u>	(3,300)	(5,750)	4,819
Central, Departmental & Technical Support Services			
Central Salaries & Administration	4,500	4,950	4,946
Information Technology Expenses	1,700	1,500	1,384
Departmental Administrative Expenses	21,250	23,850	23,161
Capital Programme Revenue Expenses	11,850	11,250	11,176
Depreciation & Impairment			
Non-Current Asset Depreciation	65,300	63,400	43,140 c)
	<hr/>	<hr/>	<hr/>
<u>TO SUMMARY</u>	101,300	99,200	88,626
	<hr/>	<hr/>	<hr/>
Full Time Equivalent Number of Staff (including Support Service Staff)	1.62	1.72	

- a) Lower than anticipated expenditure due to fewer call outs for repairs and low levels of anti social behaviour which has resulted in a significant reduction in requests for mobile CCTV cameras.
- b) Savings arising from revised monitoring arrangements. Please see report to Community Safety Advisory Board on 13 November 2012.
- c) Anticipated digital monitoring station upgrade and general capital renewal did not occur in 2013/14.

DIRECTOR OF PLANNING, HOUSING AND ENVIRONMENTAL HEALTH

**8. BOROUGH DRAINAGE
& LAND DRAINAGE RELATED WORK**

Employees

Salaries

30,800

33,000

32,343

Supplies & Services

Purchases - Equipment & Materials

1,000

500

1,095

Structural Investigations

1,000

1,000

850

Emergency Arrangements

150

150

127

Capital Grants & Contributions (RECS)

44,000

143,000

130,535 a)

Third Party Payments

Contract Payments

3,000

23,000

21,559

Sub-total

79,950

200,650

186,509

**Central, Departmental & Technical
Support Services**

Central Salaries & Administration

2,050

1,800

1,774

Information Technology Expenses

1,500

1,350

1,249

Departmental Administrative Expenses

13,500

14,000

13,634

Capital Programme Revenue Expenses

10,950

11,000

10,767

TO SUMMARY

107,950

228,800

213,933

Full Time Equivalent Number of Staff
(including Support Service Staff)

1.03

1.01

- a) Anticipated expenditure on the Drainage Improvement Programme Capital Plan Scheme did not occur in 2013/14.

DIRECTOR OF PLANNING, HOUSING AND ENVIRONMENTAL HEALTH

9. CIVIL CONTINGENCIES

Employees

Overtime	-	-	37,015 a)
Employer's National Insurance Contributions	-	-	3,430 a)
Salaries	35,650	31,750	31,828

Premises Related Expenses

Fuel Oil	100	-	-
----------	-----	---	---

Transport Related Expenses

Car & Travelling Allowances	-	-	370 a)
-----------------------------	---	---	--------

Supplies & Services

Purchases - Equipment & Materials	500	1,000	1,038
Provision of Sandbags	1,000	500	41,637 a)
Maintenance - General	1,000	500	-
Staff Telephone Expenses	500	250	354
Mobile Telephones	400	400	350
Out of Hours Call Service	12,000	12,250	12,271
Other Expenses	400	400	46,053 a)
Civil Defence Planning	20,000	19,000	18,231

	<hr/>	<hr/>	<hr/>
	71,550	66,050	192,577
	<hr/>	<hr/>	<hr/>

Less Income

Bellwin Grant	-	-	(99,177) a)
Recharge to Other Accounts	(6,700)	(6,700)	(6,301)

	<hr/>	<hr/>	<hr/>
	(6,700)	(6,700)	(105,478)
	<hr/>	<hr/>	<hr/>

Sub-total

	64,850	59,350	87,099
--	--------	--------	--------

Central, Departmental & Technical Support Services

Central Salaries & Administration	20,800	20,800	20,663
Information Technology Expenses	500	450	422
Departmental Administrative Expenses	14,600	14,100	13,740

TO SUMMARY

	<hr/>	<hr/>	<hr/>
	100,750	94,700	121,924
	<hr/>	<hr/>	<hr/>

Full Time Equivalent Number of Staff
(including Support Service Staff)

1.22	1.14
------	------

a) Increased costs due to prolonged flooding, partly offset by Bellwin grant funding.

DIRECTOR OF PLANNING, HOUSING AND ENVIRONMENTAL HEALTH

**10. HOUSING STRATEGY
& ENABLING ROLE**

(a) HOUSING STRATEGY

Employees

Salaries

55,900

55,450

55,844

Supplies & Services

Publicity & Promotion

750

750

750

Energy Efficiency Initiatives

3,100

3,100

(2,990) a)

Support for External Agencies

6,000

6,500

6,500

Capital Grants & Contributions (RECS)

-

36,000

-

b)

Sub-total

65,750

101,800

60,104

**Central, Departmental & Technical
Support Services**

Central Salaries & Administration

15,850

15,700

15,781

Information Technology Expenses

750

700

632

Departmental Administrative Expenses

19,250

17,450

16,901

101,600

135,650

93,418

Full Time Equivalent Number of Staff
(including Support Service Staff)

1.80

1.79

- a) No spend in 2013/14 due to delay in progressing the Renewable Energy Schemes plus reversal of prior year sundry creditor provision no longer required.
- b) Delay in progressing the Renewable Energy Schemes Capital Plan Scheme.

DIRECTOR OF PLANNING, HOUSING AND ENVIRONMENTAL HEALTH

**10. HOUSING STRATEGY
& ENABLING ROLE (continued)**

(b) HOUSING REGISTER

Employees

Salaries

110,600

128,750

129,581

Third Party Payments

Choice Based Lettings

7,000

7,000

11,999 a)

Sub-total

117,600

135,750

141,580

**Central, Departmental & Technical
Support Services**

Central Salaries & Administration

200

12,000

11,678

Information Technology Expenses

2,150

1,900

1,769

Departmental Administrative Expenses

41,850

45,800

44,206

161,800

195,450

199,233

Full Time Equivalent Number of Staff
(including Support Service Staff)

3.54

4.32

HOUSING STRATEGY & ENABLING ROLE

(a) HOUSING STRATEGY

101,600

135,650

93,418

(b) HOUSING REGISTER

161,800

195,450

199,233

TO SUMMARY

263,400

331,100

292,651

a) Increased costs due to changes in housing allocations scheme.

DIRECTOR OF PLANNING, HOUSING AND ENVIRONMENTAL HEALTH

11. HOMELESSNESS

Employees

Salaries

128,900

152,950

153,831

Supplies & Services

Bed & Breakfast Charges

70,000

130,000

142,388 a)

Storage of Furniture, Transport, etc.

250

250

-

Repossession Prevention Fund

4,000

5,500

6,965

Rent Deposits / Rent in Advance - Payments
to Landlords

33,550

33,550

46,097 b)

Publicity & Promotion

300

-

54

Contribution to Bad Debt Provision

40,000

20,000

19,173

Third Party Payments

Medical Assessments

4,000

3,000

1,657

281,000

345,250

370,165

Less Income

Repossession Prevention Fund - Recharges

-

-

(1,207)

Rent Deposits / Rent in Advance - Recharges
to Tenants

(33,550)

(33,550)

(45,397) b)

Customer & Client Receipts - Accommodation

(68,000)

(125,000)

(133,159) a)

Customer & Client Receipts - Service Charge

(2,000)

(5,000)

(6,491) a)

(103,550)

(163,550)

(186,254)

Sub-total

177,450

181,700

183,911

**Central, Departmental & Technical
Support Services**

Central Salaries & Administration

30,650

32,750

32,381

Information Technology Expenses

8,800

7,750

7,236

Departmental Administrative Expenses

50,000

55,000

53,391

TO SUMMARY

266,900

277,200

276,919

Full Time Equivalent Number of Staff
(including Support Service Staff)

4.69

5.34

- a) Increase in customers requiring temporary accommodation.
- b) Increase in customers requiring this funding.

DIRECTOR OF PLANNING, HOUSING AND ENVIRONMENTAL HEALTH

12. HOUSING ADVICE

Employees
Salaries

**Central, Departmental & Technical
Support Services**

Central Salaries & Administration
Information Technology Expenses
Departmental Administrative Expenses

TO SUMMARY

Full Time Equivalent Number of Staff
(including Support Service Staff)

	ORIGINAL ESTIMATE £	2013/14 REVISED ESTIMATE £	PROVISIONAL OUTTURN £
	123,750	139,900	140,983
	7,150	7,950	7,786
	5,400	4,750	4,430
	46,800	51,100	48,964
	<hr/>	<hr/>	<hr/>
	183,100	203,700	202,163
	<hr/>	<hr/>	<hr/>
	4.16	4.81	

DIRECTOR OF PLANNING, HOUSING AND ENVIRONMENTAL HEALTH

13. HOME SAFETY

Employees
Salaries

**Central, Departmental & Technical
Support Services**

Central Salaries & Administration
Departmental Administrative Expenses

TO SUMMARY

Full Time Equivalent Number of Staff
(including Support Service Staff)

ORIGINAL ESTIMATE £	2013/14 REVISED ESTIMATE £	PROVISIONAL OUTTURN £
2,300	2,200	2,218
800	550	566
850	700	658
<hr/>	<hr/>	<hr/>
3,950	3,450	3,442
<hr/>	<hr/>	<hr/>
0.08	0.07	

DIRECTOR OF PLANNING, HOUSING AND ENVIRONMENTAL HEALTH

14. PRIVATE SECTOR
HOUSING RENEWAL

Employees

Salaries

148,850

149,500

150,770

Supplies & Services

Professional Fees

100

300

242

Capital Grants & Contributions (RECS)

758,000

762,000

720,377 a)

No Use Empty Loan Scheme

1,000

1,000

2,036

907,950

912,800

873,425

Less Income

Fees & Charges

(100)

(100)

(30)

Contribution from Other Bodies

(1,000)

(1,000)

(2,037)

Capital Grants Received (RECS)

(410,000)

(410,000)

(544,414) b)

(411,100)

(411,100)

(546,481)

Sub-total

496,850

501,700

326,944

Central, Departmental & Technical

Support Services

Central Salaries & Administration

4,850

4,500

4,516

Information Technology Expenses

9,900

8,700

8,126

Departmental Administrative Expenses

51,400

48,900

45,079

TO SUMMARY

563,000

563,800

384,665

Full Time Equivalent Number of Staff

(including Support Service Staff)

4.11

4.04

a) Reflects underspend on 2013/14 Capital Plan provision for Housing Assistance Grants.

b) Reflects unbudgeted repayment of grants by householders.

DIRECTOR OF PLANNING, HOUSING AND ENVIRONMENTAL HEALTH

15. PRIVATE SECTOR
HOUSING STANDARDS

Employees

Salaries

55,850

59,400

59,994

Supplies & Services

Private Sector House Condition Survey

20,000

17,900

17,980

75,850

77,300

77,974

Less Income

Houses in Multiple Occupation Licences

(400)

(400)

(270)

Sub-total

75,450

76,900

77,704

**Central, Departmental & Technical
Support Services**

Central Salaries & Administration

1,700

1,500

1,513

Information Technology Expenses

4,000

3,500

3,278

Departmental Administrative Expenses

19,150

18,400

17,169

TO SUMMARY

100,300

100,300

99,664

Full Time Equivalent Number of Staff
(including Support Service Staff)

1.53

1.54

DIRECTOR OF PLANNING, HOUSING AND ENVIRONMENTAL HEALTH

16. HOME IMPROVEMENT AGENCY

Employees

Salaries

6,600

6,550

6,655

Supplies & Services

Professional Fees

500

500

565

Miscellaneous Insurance

550

550

530

Third Party Payments

Home Improvement Agency

45,000

-

-

Sub-total

52,650

7,600

7,750

Central, Departmental & Technical

Support Services

Central Salaries & Administration

950

-

-

Information Technology Expenses

-

-

5

Departmental Administrative Expenses

2,300

2,150

1,975

TO SUMMARY

55,900

9,750

9,730

Full Time Equivalent Number of Staff

(including Support Service Staff)

0.20

0.17

DIRECTOR OF PLANNING, HOUSING AND ENVIRONMENTAL HEALTH

17. PUBLIC HEALTH ACT 1984

Employees

Salaries

850

900

887

Third Party Payments

Funeral Expenses

2,500

2,500

1,498

Sub-total

3,350

3,400

2,385

**Central, Departmental & Technical
Support Services**

Central Salaries & Administration

700

550

566

Information Technology Expenses

-

-

5

Departmental Administrative Expenses

300

300

263

TO SUMMARY

4,350

4,250

3,219

Full Time Equivalent Number of Staff
(including Support Service Staff)

0.04

0.03

DIRECTOR OF PLANNING, HOUSING AND ENVIRONMENTAL HEALTH

**18. ENVIRONMENTAL
PROTECTION ACT - PART 1**

Employees

Salaries

23,750

25,800

26,137

Less Income

Fees & Charges

(16,200)

(14,500)

(14,718)

Sub-total

7,550

11,300

11,419

**Central, Departmental & Technical
Support Services**

Central Salaries & Administration

1,500

1,300

1,296

Information Technology Expenses

5,800

5,100

4,746

Departmental Administrative Expenses

8,400

8,800

8,453

TO SUMMARY

23,250

26,500

25,914

Full Time Equivalent Number of Staff
(including Support Service Staff)

0.72

0.74

Memorandum

Full cost of Local Authority Pollution Prevention Control (LAPPC) and Local Authority Integrated Pollution Prevention and Control (LA-IPPC) duties under Pollution Prevention and Control (PPC) Regulations 2000:-

Total from above

23,250

26,500

25,914

Share of:

Democratic Administration

5,650

5,500

5,498

Corporate Management

2,000

2,150

2,157

Non Distributed Costs

2,200

1,900

2,107

Full Cost of LAPPC / LA-IPPC

33,100

36,050

35,676

19. ENVIRONMENTAL PROTECTION

Employees

Salaries

176,450

188,250

190,523

Supplies & Services

Purchases - Equipment & Materials

500

500

412

Maintenance - Calibration of Instruments

2,500

1,500

1,432

Miscellaneous Insurance

400

400

396

Emergency Arrangements

3,700

3,800

3,913

Capital Grants & Contributions (RECS)

-

150,000

-

a)

Third Party Payments

Water Sampling

1,500

550

110

General

750

750

1,141

Drainage Investigations

500

-

-

Landfill & Pollution Monitoring

2,000

2,000

1,767

Air Quality

12,750

68,750

22,103

b)

Contaminated Land - Site Inspections

1,000

500

125

202,050

417,000

221,922

Less Income

Fees & Charges

Water Sampling

(1,500)

(1,100)

(454)

Provision of Information

(750)

(1,000)

(1,178)

Contribution from Other Bodies

-

(56,000)

(3,000)

a)

Capital Grants Received (RECS)

-

(150,000)

-

a)

(2,250)

(208,100)

(4,632)

Sub-total

199,800

208,900

217,290

Central, Departmental & Technical Support Services

Central Salaries & Administration

8,750

9,800

9,595

Information Technology Expenses

11,600

10,200

9,510

Departmental Administrative Expenses

63,600

67,500

64,846

Depreciation & Impairment

Non-Current Asset Depreciation

3,250

2,900

2,200

TO SUMMARY

287,000

299,300

303,441

Full Time Equivalent Number of Staff
(including Support Service Staff)

5.02

5.26

a) A20 Air Quality project due to commence in 2014/15.

b) Increased expenditure on Air Quality (excluding A20 project) due to use of contractors to support investigations of odours in Tonbridge which has been funded from an earmarked reserve.

DIRECTOR OF PLANNING, HOUSING AND ENVIRONMENTAL HEALTH

20. FOOD & SAFETY

(a) GENERAL

Employees

Salaries

143,300

172,250

172,829

Supplies & Services

Protective Clothing

200

200

120

Health Education

1,900

500

562

Health General

1,500

500

463

Miscellaneous Insurance

1,450

1,450

1,450

Healthy Living Initiatives

60,000

49,000

99,512 a)

Third Party Payments

Port Health Authority

400

400

407

208,750

224,300

275,343

Less Income

Smoking Fixed Penalties

-

-

(50)

Choosing Health / Public Health Funding

(60,000)

(80,000)

(148,148) a)

Sub-total

148,750

144,300

127,145

**Central, Departmental & Technical
Support Services**

Central Salaries & Administration

12,750

11,400

11,289

Information Technology Expenses

10,500

9,250

8,614

Departmental Administrative Expenses

56,600

62,550

61,360

228,600

227,500

208,408

Full Time Equivalent Number of Staff
(including Support Service Staff)

4.31

4.80

- a) Increased public health funding from Kent County Council. Net underspend has been transferred to an earmarked reserve for use in future years.

DIRECTOR OF PLANNING, HOUSING AND ENVIRONMENTAL HEALTH

20. FOOD & SAFETY (continued)

(b) FOOD SAFETY

Employees

Salaries

132,050

152,050

152,523

Supplies & Services

Health General

1,500

1,000

414

Other Expenses

2,300

500

80

Third Party Payments

Food Sampling

200

200

111

136,050

153,750

153,128

Less Income

Court Costs

(500)

(2,500)

(2,216)

Fees & Charges

Food Inspection

(400)

(2,000)

(2,080)

Training Courses

(2,500)

(1,750)

(2,137)

Contribution from Other Bodies

-

-

(444)

(3,400)

(6,250)

(6,877)

Sub-total

132,650

147,500

146,251

**Central, Departmental & Technical
Support Services**

Central Salaries & Administration

1,100

3,100

2,995

Information Technology Expenses

10,850

9,600

8,922

Departmental Administrative Expenses

52,500

57,750

56,566

197,100

217,950

214,734

Full Time Equivalent Number of Staff
(including Support Service Staff)

3.86

4.32

FOOD & SAFETY

(a) GENERAL

228,600

227,500

208,408

(b) FOOD SAFETY

197,100

217,950

214,734

TO SUMMARY

425,700

445,450

423,142

DIRECTOR OF STREET SCENE AND LEISURE

SUMMARY

	ORIGINAL ESTIMATE £	2013/14 REVISED ESTIMATE £	PROVISIONAL OUTTURN £
1. REFUSE COLLECTION	1,287,950	1,251,150	1,216,351
2. RECYCLING	898,650	909,300	896,704
3. STREET SCENE	1,353,600	1,344,250	1,324,914
4. PUBLIC CONVENIENCES	263,000	221,600	213,357
5. PEST CONTROL	88,550	66,350	60,709
6. TONBRIDGE & MALLING LEISURE TRUST	-	491,500	491,500
7. LARKFIELD LEISURE CENTRE	1,171,100	1,063,650	1,063,377
8. ANGEL CENTRE	810,950	513,300	530,407
9. TONBRIDGE SWIMMING POOL	755,650	657,950	747,883
10. POULT WOOD GOLF CENTRE	800	55,100	56,002
11. SPORTS GROUNDS	471,850	459,350	446,697
12. PLEASURE GROUNDS & OPEN SPACES	1,144,050	847,150	820,369
13. ALLOTMENTS	10,050	10,450	10,896
14. CHURCHYARDS	12,050	11,200	8,185
15. CEMETERY	101,050	118,500	116,820
16. YOUTH & PLAY DEVELOPMENT	184,550	187,100	181,664
17. SPORTS DEVELOPMENT	56,950	57,300	47,870
18. ARTS PROGRAMME	72,800	82,350	79,661
19. TONBRIDGE CHRISTMAS LIGHTING	20,750	26,150	27,034
20. LEISURE STRATEGY / MANAGEMENT	204,350	331,350	303,541
	8,908,700	8,705,050	8,643,941
Full Time Equivalent Number of Staff (Including Support Service Staff)	37.19	35.76	

DIRECTOR OF STREET SCENE AND LEISURE

1. REFUSE COLLECTION

	ORIGINAL ESTIMATE £	2013/14 REVISED ESTIMATE £	PROVISIONAL OUTTURN £
Employees			
Salaries	115,350	115,000	114,407
Premises Related Expenses			
Vale Rise Depot Recharge	24,200	30,300	2,407 a)
Supplies & Services			
Purchases - Equipment & Materials	4,500	3,000	3,367
Emergency Arrangements	1,100	1,100	942
Information Leaflets	1,200	1,200	1,977
Other Expenses	3,400	3,000	617
Third Party Payments			
Refuse Collection Contract	1,065,900	1,022,750	1,020,481
Bulky Household Refuse Collection	36,050	36,050	31,971 b)
	<hr/>	<hr/>	<hr/>
	1,251,700	1,212,400	1,176,169
	<hr/>	<hr/>	<hr/>
Less Income			
Fees & Charges			
Bulky Household Refuse Collection	(42,200)	(39,000)	(39,487)
Contributions from Other Bodies	(22,900)	(22,900)	(22,991)
	<hr/>	<hr/>	<hr/>
	(65,100)	(61,900)	(62,478)
	<hr/>	<hr/>	<hr/>
<u>Sub-total</u>	1,186,600	1,150,500	1,113,691
Central, Departmental & Technical Support Services			
Central Salaries & Administration	9,250	9,250	9,142
Information Technology Expenses	3,650	3,200	2,989
Departmental Administrative Expenses	51,050	52,250	53,171
Capital Programme Revenue Expenses	1,250	900	913
Depreciation & Impairment			
Non-Current Asset Depreciation	36,150	35,050	36,445
	<hr/>	<hr/>	<hr/>
<u>TO SUMMARY</u>	1,287,950	1,251,150	1,216,351
	<hr/>	<hr/>	<hr/>
Full Time Equivalent Number of Staff (including Support Service Staff)	4.15	4.02	

DIRECTOR OF STREET SCENE AND LEISURE

REFUSE COLLECTION

- a) Reversal of impairment charged in 2008/09 - please see page CEN 6.
- b) Reduced requests for service.

DIRECTOR OF STREET SCENE AND LEISURE

2. RECYCLING

Employees

Salaries

113,050

114,200

113,698

Premises Related Expenses

Recycling Centres - Servicing

3,000

3,000

2,871

Rates

900

900

924

Transport Related Expenses

Vehicle Maintenance / Fuel etc

60,000

60,000

58,751

Vehicle Driver / Insurance / Licence

78,300

78,300

79,556

Supplies & Services

Publicity & Promotion

9,450

9,450

9,095

Emergency Arrangements

250

250

171

Contribution to Kent Resource Partnership

5,000

5,000

5,000

Other Expenses

3,300

3,300

4,723

Third Party Payments

Recycling Collection Contract

441,200

447,500

445,352

Green Waste Collection Contract

834,600

801,900

801,000

Oil Recycling

3,000

1,500

1,689

Plastic Recycling

119,000

119,000

117,628

Recycling Credits - Collection

600

-

-

School Initiatives

1,050

1,050

682

Carried Forward

1,672,700

1,645,350

1,641,140

DIRECTOR OF STREET SCENE AND LEISURE

2. RECYCLING (continued)

	ORIGINAL ESTIMATE £	2013/14 REVISED ESTIMATE £	PROVISIONAL OUTTURN £
<u>Brought Forward</u>	1,672,700	1,645,350	1,641,140
Less Income			
Glass Recycling	(70,000)	(109,000)	(114,622) a)
Can Recycling	(29,000)	(26,000)	(24,828)
Textile Recycling	(25,000)	(25,000)	(24,453)
Paper Recycling	(357,500)	(307,000)	(313,866) b)
Recycling Credits - Disposal	(425,400)	(411,100)	(409,337)
Contributions from Other Bodies	(33,000)	(13,600)	(11,908)
	<hr/>	<hr/>	<hr/>
	(939,900)	(891,700)	(899,014)
	<hr/>	<hr/>	<hr/>
<u>Sub-total</u>	732,800	753,650	742,126
Central, Departmental & Technical Support Services			
Central Salaries & Administration	35,000	30,950	30,406
Information Technology Expenses	2,550	2,250	2,079
Departmental Administrative Expenses	48,450	48,300	49,439
Capital Programme Revenue Expenses	1,950	1,300	1,299
Depreciation & Impairment			
Non-Current Asset Depreciation	77,900	72,850	71,355
	<hr/>	<hr/>	<hr/>
<u>TO SUMMARY</u>	898,650	909,300	896,704
	<hr/>	<hr/>	<hr/>
Full Time Equivalent Number of Staff (including Support Service Staff)	4.20	4.07	

a) Higher than estimated tonnages and increase in price rate per tonne.

b) Higher than estimated tonnages.

DIRECTOR OF STREET SCENE AND LEISURE

3. STREET SCENE

Employees

Salaries

131,950

143,000

142,026

Supplies & Services

Purchases - Equipment & Materials

10,000

10,000

17,524 a)

Abatement Initiatives (Self Help)

15,000

8,700

7,808

Responsible Dog Ownership

31,400

31,400

30,611

Graffiti Removal

7,000

5,500

2,680

Dog Warden

52,600

52,600

58,396 b)

Emergency Arrangements

800

700

700

Contribution to Clean Kent Campaign

5,000

3,000

3,000

Third Party Payments

Amenity & Street Cleansing Contract

1,173,200

1,173,200

1,154,666 c)

1,426,950

1,428,100

1,417,411

Less Income

Fees & Charges

Amenity Cleansing for Russet Homes

(54,900)

(62,900)

(65,851)

Court Costs

-

-

(195)

Recharge to Utility Companies

(1,150)

(1,150)

(750)

Stray Dogs Redemption Fees

(6,300)

(5,000)

(5,245)

Fixed Penalty Notices

(4,500)

(5,500)

(8,647) d)

Recharge to Other Accounts

(71,200)

(74,000)

(77,309)

(138,050)

(148,550)

(157,997)

Sub-total

1,288,900

1,279,550

1,259,414

**Central, Departmental & Technical
Support Services**

Central Salaries & Administration

7,750

6,600

6,539

Information Technology Expenses

3,400

2,950

2,771

Departmental Administrative Expenses

53,550

55,150

56,190

TO SUMMARY

1,353,600

1,344,250

1,324,914

Full Time Equivalent Number of Staff
(including Support Service Staff)

4.17

4.29

DIRECTOR OF STREET SCENE AND LEISURE

STREET SCENE

- a) Overspend primarily due to replacement of litter bins on Tonbridge High Street as a part of declutter exercise which has been funded from the Waste & Street Scene earmarked reserve.
- b) Increase in stray dogs resulting in higher than expected kennelling charges and vet fees.
- c) Lower costs due to street cleansing staff being redeployed to assist with flooding in December / January.
- d) Increase in enforcement activity.

DIRECTOR OF STREET SCENE AND LEISURE

4. PUBLIC CONVENIENCES

Employees

Salaries

14,550

14,050

13,952

Premises Related Expenses

Building Repairs Expenditure

16,450

16,050

21,306 a)

Electricity

12,000

9,500

10,177

Rates

20,100

18,900

18,943

Water Charges (Metered)

9,000

8,500

5,942 b)

Sewerage & Environmental Services

13,000

9,000

9,179

Premises Insurance

2,900

2,800

2,802

Third Party Payments

Public Convenience Cleansing Contract

99,500

68,400

61,315 c)

Sub-total

187,500

147,200

143,616

Central, Departmental & Technical Support Services

Central Salaries & Administration

6,650

5,700

5,724

Information Technology Expenses

300

250

232

Departmental Administrative Expenses

6,550

6,450

6,620

Depreciation & Impairment

Non-Current Asset Depreciation

62,000

62,000

57,165 d)

TO SUMMARY

263,000

221,600

213,357

Full Time Equivalent Number of Staff
(including Support Service Staff)

0.61

0.58

- a) Higher than anticipated vandalism and general response work.
- b) Lower than anticipated charges.
- c) Reflects lower than anticipated additional works in first year of new contract.
- d) Reflects the closure of Lamberts Yard and Ridgeway public conveniences.

DIRECTOR OF STREET SCENE AND LEISURE

5. PEST CONTROL

Employees

Salaries

20,800

17,950

17,801

Supplies & Services

Emergency Arrangements

400

450

447

Third Party Payments

Pest Control Contract

42,200

26,100

24,240

Financial Hardship Subsidy

10,300

5,500

2,283 a)

73,700

50,000

44,771

Less Income

Rats & Mice Treatment

(8,600)

(3,700)

(3,700)

Sub-total

65,100

46,300

41,071

**Central, Departmental & Technical
Support Services**

Central Salaries & Administration

6,450

4,150

4,087

Information Technology Expenses

6,550

5,750

5,365

Departmental Administrative Expenses

10,450

10,150

10,186

TO SUMMARY

88,550

66,350

60,709

**Full Time Equivalent Number of Staff
(including Support Service Staff)**

1.10

0.88

a) Lower than anticipated demand for treatments.

DIRECTOR OF STREET SCENE AND LEISURE

	ORIGINAL ESTIMATE £	2013/14 REVISED ESTIMATE £	PROVISIONAL OUTTURN £
6. <u>TONBRIDGE & MALLING LEISURE TRUST</u>			
Third Party Payments			
Service Fee	-	341,500	341,500
General Payments	-	150,000	150,000
<u>TO SUMMARY</u>	-	491,500	491,500
7. <u>LARKFIELD LEISURE CENTRE</u>			
Employees			
Salaries	11,850	6,950	6,978
Premises Related Expenses			
Building Repairs Expenditure	60,500	101,950	83,765 a)
Rates	211,500	123,600	124,267
Premises Insurance	29,600	29,450	29,602
Supplies & Services			
Purchases - Equipment & Materials	5,000	-	595
Miscellaneous Insurance	2,850	3,900	3,918
LSBU Operating Costs (from LSBU 3)	159,500	15,650	31,859 b)
	480,800	281,500	280,984
Less Income			
De Minimis Capital Receipts	-	-	(1,210)
<u>Sub-total</u>	480,800	281,500	279,774
Central, Departmental & Technical Support Services			
Central Salaries & Administration	19,350	15,350	15,341
Information Technology Expenses	5,900	5,200	4,846
Departmental Administrative Expenses	97,150	93,850	93,765
Capital Programme Revenue Expenses	16,600	9,800	9,792
Depreciation & Impairment			
Non-Current Asset Depreciation	551,300	657,950	655,645
Non-Current Asset Impairment	-	-	4,214
<u>TO SUMMARY</u>	1,171,100	1,063,650	1,063,377
Full Time Equivalent Number of Staff (Including Support Service Staff)	1.35	0.54	

DIRECTOR OF STREET SCENE AND LEISURE

LARKFIELD LEISURE CENTRE

- a)** Pool tile repairs slipped to 2014/15.
- b)** Variance is largely due to the receipt of information in respect of receipts in advance post preparation of the revised estimates.

DIRECTOR OF STREET SCENE AND LEISURE

8. ANGEL CENTRE

	ORIGINAL ESTIMATE £	2013/14 REVISED ESTIMATE £	PROVISIONAL OUTTURN £
Employees			
Salaries	8,500	6,400	6,459
Premises Related Expenses			
Building Repairs Expenditure	27,950	30,100	32,498
Rates	57,300	33,500	33,690
Premises Insurance	16,100	15,900	15,926
Supplies & Services			
Purchases - Equipment & Materials	5,000	5,000	5,687
Miscellaneous Insurance	1,000	1,400	1,388
LSBU Operating Costs (from LSBU 6)	317,200	134,600	149,060 a)
	<hr/>	<hr/>	<hr/>
	433,050	226,900	244,708
Less Income			
De Minimis Capital Receipts	-	-	(174)
	<hr/>	<hr/>	<hr/>
<u>Sub-total</u>	433,050	226,900	244,534
Central, Departmental & Technical Support Services			
Central Salaries & Administration	18,600	14,650	14,643
Information Technology Expenses	4,550	4,000	3,716
Departmental Administrative Expenses	42,750	41,250	41,226
Capital Programme Revenue Expenses	1,050	10,450	10,449
Depreciation & Impairment			
Non-Current Asset Depreciation	310,950	216,050	209,999
Non-Current Asset Impairment	-	-	5,840
	<hr/>	<hr/>	<hr/>
<u>TO SUMMARY</u>	810,950	513,300	530,407
	<hr/>	<hr/>	<hr/>
Full Time Equivalent Number of Staff (Including Support Service Staff)	0.86	0.61	

- a) Variance is largely due to the receipt of information in respect of receipts in advance post preparation of the revised estimates.

DIRECTOR OF STREET SCENE AND LEISURE

9. TONBRIDGE SWIMMING POOL

	ORIGINAL ESTIMATE £	2013/14 REVISED ESTIMATE £	PROVISIONAL OUTTURN £
Employees			
Salaries	7,200	3,950	3,992
Premises Related Expenses			
Building Repairs Expenditure	60,100	94,050	153,940 a)
Rates	94,500	55,200	55,506
Premises Insurance	20,750	20,000	19,979
Supplies & Services			
Purchases - Equipment & Materials	3,400	-	-
Miscellaneous Insurance	1,400	1,950	1,958
LSBU Operating Costs (from LSBU 9)	245,400	73,650	89,081 b)
	<hr/>	<hr/>	<hr/>
<u>Sub-total</u>	432,750	248,800	324,456
Central, Departmental & Technical Support Services			
Central Salaries & Administration	15,400	11,500	11,527
Information Technology Expenses	4,500	3,950	3,696
Departmental Administrative Expenses	39,150	37,450	37,429
Capital Programme Revenue Expenses	850	700	707
Depreciation & Impairment			
Non-Current Asset Depreciation	263,000	355,550	352,348
Non-Current Asset Impairment	-	-	17,720 c)
	<hr/>	<hr/>	<hr/>
<u>TO SUMMARY</u>	755,650	657,950	747,883
	<hr/>	<hr/>	<hr/>
Full Time Equivalent Number of Staff (Including Support Service Staff)	0.75	0.37	

- a) Reflects increased costs due to flooding.
- b) Variance is largely due to the receipt of information in respect of receipts in advance post preparation of the revised estimates.
- c) Impairment of flood damaged equipment.

DIRECTOR OF STREET SCENE AND LEISURE

10. POULT WOOD GOLF CENTRE

Employees

Salaries

58,700

50,350

50,392

Premises Related Expenses

Building Repairs Expenditure

22,700

22,500

21,645

Maintenance of Grounds

3,500

200

174

Fuel Oil

6,000

3,300

3,364

Electricity

18,000

9,000

9,386

Rates

43,200

19,200

19,330

Water Charges (Metered)

1,450

1,000

1,385

Sewerage & Environmental Services

400

450

443

Premises Insurance

4,200

4,100

4,094

Supplies & Services

Purchases - Equipment & Materials

6,900

3,900

3,917

Maintenance - General

5,650

3,500

3,456

External Printing

4,000

1,900

1,843

Security Services

1,600

1,200

1,131

Streamline Service

3,000

1,250

2,832

Marketing

13,500

12,000

12,499

Miscellaneous Insurance

50

50

66

Telephones

1,700

1,000

1,042

Third Party Payments

Golf Professional

44,100

25,300

25,259

LSBU Operating Costs (from LSBU 10)

247,500

143,100

144,875

Carried Forward

486,150

303,300

307,133

DIRECTOR OF STREET SCENE AND LEISURE

10. POULT WOOD GOLF CENTRE
(continued)

	ORIGINAL ESTIMATE £	2013/14 REVISED ESTIMATE £	PROVISIONAL OUTTURN £
<u>Brought Forward</u>	486,150	303,300	307,133
Less Income			
Fees & Charges			
Registration Fees	(13,000)	(8,000)	(8,035)
Green Fees	(605,800)	(371,000)	(371,157)
Season Tickets	(600)	(300)	(292)
Rents - Catering Concession	(65,000)	(29,200)	(29,165)
	<hr/>	<hr/>	<hr/>
	(684,400)	(408,500)	(408,649)
	<hr/>	<hr/>	<hr/>
<u>Sub-total</u>	(198,250)	(105,200)	(101,516)
Central, Departmental & Technical Support Services			
Central Salaries & Administration	29,650	23,300	23,347
Information Technology Expenses	2,750	2,450	2,272
Departmental Administrative Expenses	34,950	29,750	30,060
Capital Programme Revenue Expenses	1,800	1,350	1,376
Depreciation & Impairment			
Non-Current Asset Depreciation	129,900	103,450	102,103
Non-Current Asset Impairment	-	-	(1,640)
	<hr/>	<hr/>	<hr/>
<u>TO SUMMARY</u>	800	55,100	56,002
	<hr/>	<hr/>	<hr/>
Full Time Equivalent Number of Staff (Including Support Service Staff)	1.85	1.94	

DIRECTOR OF STREET SCENE AND LEISURE

11. SPORTS GROUNDS

Employees

Salaries

39,950

37,150

37,196

Premises Related Expenses

Building Repairs Expenditure

15,450

12,650

6,226 a)

Maintenance of Grounds

20,650

20,650

18,670

Electricity

800

500

(45)

Sewerage & Environmental Services

2,000

-

-

Premises Insurance

2,150

2,200

2,185

Transport Related Expenses

Repairs & Maintenance

100

350

864

Licences

150

100

132

Petrol / Oil

250

250

619

Car Allowances

150

150

210

Transport Insurance

400

550

532

Supplies & Services

Clothing, Uniform & Laundry

150

150

143

Stationery

50

50

65

Gates / Security

2,500

2,500

1,748

Honoraria

1,100

1,100

1,100

Postages

50

50

36

Telephones

200

200

117

Licences

100

100

70

Third Party Payments

Ground Maintenance Contract

244,500

244,500

244,486

330,700

323,200

314,354

Less Income

Rents - Land

(9,500)

(11,100)

(11,102)

Sub-total Carried Forward

321,200

312,100

303,252

a) Anticipated work cost less than estimated or was not required.

DIRECTOR OF STREET SCENE AND LEISURE

11. SPORTS GROUNDS

<u>Sub-total Brought Forward</u>	
Central, Departmental & Technical Support Services	
Central Salaries & Administration	
Information Technology Expenses	
Departmental Administrative Expenses	
Capital Programme Revenue Expenses	
Depreciation & Impairment	
Non-Current Asset Depreciation	
Non-Current Asset Impairment	
<u>TO SUMMARY</u>	
Full Time Equivalent Number of Staff	

ORIGINAL ESTIMATE £	2013/14 REVISED ESTIMATE £	PROVISIONAL OUTTURN £
321,200	312,100	303,252
14,200	14,050	13,960
600	500	461
15,650	13,350	13,533
8,400	7,550	7,439
111,800	111,800	105,479
-	-	2,573
471,850	459,350	446,697
1.54	1.38	

DIRECTOR OF STREET SCENE AND LEISURE

12. PLEASURE GROUNDS & OPEN SPACES

(a) TONBRIDGE CASTLE GROUNDS

Employees

Salaries

17,450

16,600

16,615

Premises Related Expenses

Maintenance of Grounds

5,150

4,500

2,948

Electricity

800

750

614

Rates

1,100

1,100

1,074

Premises Insurance

50

50

37

Supplies & Services

Purchases - Equipment & Materials

10,000

10,000

9,759

Licences

300

300

295

Third Party Payments

Ground Maintenance Contracts

103,500

103,500

103,556

Tonbridge in Bloom

8,000

8,000

7,999

146,350

144,800

142,897

Less Income

Fees & Charges - Mooring Fees

(500)

(100)

(46)

Rents

(100)

(100)

(100)

Land

(1,200)

(1,250)

(963)

Landing Stage

(5,000)

(5,000)

(5,010)

Mobile Catering Concession

(6,800)

(6,450)

(6,119)

Sub-total

139,550

138,350

136,778

**Central, Departmental & Technical
Support Services**

Central Salaries & Administration

3,100

2,600

2,600

Information Technology Expenses

250

250

222

Departmental Administrative Expenses

6,550

5,650

5,728

Capital Programme Revenue Expenses

4,400

-

-

Depreciation & Impairment

Non-Current Asset Depreciation

14,850

15,550

11,901

168,700

162,400

157,229

Full Time Equivalent Number of Staff
(Including Support Service Staff)

0.63

0.48

DIRECTOR OF STREET SCENE AND LEISURE

PLEASURE GROUNDS & OPEN SPACES - TONBRIDGE CASTLE GROUNDS

DIRECTOR OF STREET SCENE AND LEISURE

12. PLEASURE GROUNDS & OPEN SPACES
(continued)

(b) HAYSDEN COUNTRY PARK

Employees

Salaries	34,050	35,150	35,284
----------	--------	--------	--------

Premises Related Expenses

Building Repairs Expenditure	3,900	2,300	1,530
Maintenance of Grounds	29,200	29,200	29,988
Maintenance of Play Equipment	8,000	7,800	7,211
Electricity	800	700	810
Water Charges (Metered)	50	50	36
Sewerage & Environmental Services	700	700	363
Cleaning & Domestic Supplies	5,250	5,500	5,317
Premises Insurance	150	100	106

Transport Related Expenses

Repairs & Maintenance	50	-	-
-----------------------	----	---	---

Supplies & Services

Purchases - Equipment & Materials	2,850	2,850	2,996
Maintenance - General	500	300	-
Clothing, Uniforms & Laundry	100	50	16
Professional Fees	-	850	850
Cash Collection	1,900	1,900	2,357
Trade Refuse Charges	750	750	728
Dog Bin Emptying	550	550	552
Gates / Security	6,500	6,500	6,759
Rodent Control	1,150	800	495
Litter Collection	6,250	6,250	6,281
Advertising	800	800	170
Telephones	500	500	170

	104,000	103,600	102,019
--	---------	---------	---------

Less Income

Fees & Charges			
Car Parking Fees	(21,000)	(21,500)	(20,978)
Car Park Season Tickets	(5,500)	(5,000)	(2,850)
Rents			
Rights over Water	(4,500)	(5,000)	(4,562)
Mobile Catering Concession	(6,150)	(6,150)	(6,686)

	(37,150)	(37,650)	(35,076)
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Sub-total Carried Forward

	66,850	65,950	66,943
--	--------	--------	--------

DIRECTOR OF STREET SCENE AND LEISURE

12. PLEASURE GROUNDS & OPEN SPACES
(continued)

(b) HAYSDEN COUNTRY PARK (continued)

	ORIGINAL ESTIMATE £	2013/14 REVISED ESTIMATE £	PROVISIONAL OUTTURN £
<u>Sub-total Brought Forward</u>	66,850	65,950	66,943
Central, Departmental & Technical Support Services			
Central Salaries & Administration	2,500	2,600	2,600
Information Technology Expenses	1,950	1,700	1,591
Departmental Administrative Expenses	13,750	12,650	12,767
Capital Programme Revenue Expenses	2,050	1,750	1,756
Depreciation & Impairment			
Non-Current Asset Depreciation	15,700	16,150	16,897
	<hr/>	<hr/>	<hr/>
	102,800	100,800	102,554
	<hr/>	<hr/>	<hr/>
Full Time Equivalent Number of Staff (Including Support Service Staff)	1.20	1.14	

DIRECTOR OF STREET SCENE AND LEISURE

	ORIGINAL ESTIMATE £	2013/14 REVISED ESTIMATE £	PROVISIONAL OUTTURN £
12. PLEASURE GROUNDS & OPEN SPACES (continued)			
(c) OPEN SPACES & AMENITY AREAS BOROUGH - WIDE			
Employees			
Salaries	55,800	51,850	51,947
Premises Related Expenses			
Building Repairs Expenditure	2,000	1,000	-
Maintenance of Grounds	29,650	29,650	23,432 a)
Maintenance of Play Equipment	6,000	6,000	4,189
Electricity	700	600	602
Premises Insurance	2,100	2,100	2,090
Supplies & Services			
Purchases - Equipment & Materials	1,000	800	1,213
Security Services	400	400	415
Dog Bin Emptying	300	300	294
Rodent Control	500	500	381
Telephones	200	100	59
Capital Grants & Contributions (RECS)	842,000	48,000	28,518 b)
Third Party Payments			
Ground Maintenance Contracts	150,000	149,750	147,953
	<hr/>	<hr/>	<hr/>
	1,090,650	291,050	261,093
	<hr/>	<hr/>	<hr/>
Less Income			
Interest Receipts	(4,900)	(4,650)	(4,625)
Rents			
Land	(14,500)	(14,300)	(6,769) c)
Wayleave Agreement	(1,250)	(1,250)	(1,248)
Capital Grants Received (RECS)	(492,000)	-	(5,220) b)
	<hr/>	<hr/>	<hr/>
	(512,650)	(20,200)	(17,862)
	<hr/>	<hr/>	<hr/>
<u>Sub-total Carried Forward</u>	578,000	270,850	243,231

- a) Works not undertaken due to redeployment of resources for flooding.
- b) Contribution towards the Larkfield Recreation Ground Improved Play Facilities project not claimed by East Malling & Larkfield Parish Council.
- c) Rent waived due to flooding of indoor bowls facility.

DIRECTOR OF STREET SCENE AND LEISURE

12. PLEASURE GROUNDS & OPEN SPACES
(continued)

(c) OPEN SPACES
& AMENITY AREAS BOROUGH - WIDE
(continued)

	ORIGINAL ESTIMATE £	2013/14 REVISED ESTIMATE £	PROVISIONAL OUTTURN £
<u>Sub-total Brought Forward</u>	578,000	270,850	243,231
Central, Departmental & Technical Support Services			
Central Salaries & Administration	6,100	5,950	5,954
Information Technology Expenses	400	350	318
Departmental Administrative Expenses	22,150	18,850	19,089
Capital Programme Revenue Expenses	61,950	66,700	65,094
Depreciation & Impairment			
Non-Current Asset Depreciation	45,200	46,600	42,097
	<hr/> 713,800	<hr/> 409,300	<hr/> 375,783
Full Time Equivalent Number of Staff (Including Support Service Staff)	<hr/> 2.98	<hr/> 2.77	

DIRECTOR OF STREET SCENE AND LEISURE

12. PLEASURE GROUNDS & OPEN SPACES
(continued)

(d) PATROLLING

Employees

Salaries

5,100

4,700

4,720

Transport Related Expenses

Repairs & Maintenance

150

400

863

Licences

100

150

131

Petrol / Oil

250

250

619

Transport Insurance

400

500

531

Supplies & Services

Clothing, Uniform & Laundry

150

150

142

Gates / Security

2,500

2,500

1,747

Telephones

150

100

97

Sub-total

8,800

8,750

8,850

**Central, Departmental & Technical
Support Services**

Central Salaries & Administration

1,200

1,250

1,226

Information Technology Expenses

100

100

83

Departmental Administrative Expenses

2,000

1,700

1,730

12,100

11,800

11,889

Full Time Equivalent Number of Staff
(Including Support Service Staff)

0.18

0.16

DIRECTOR OF STREET SCENE AND LEISURE

**12. PLEASURE GROUNDS & OPEN SPACES
(continued)**

**(e) COUNTRYSIDE / WOODLAND
MANAGEMENT**

Employees

Salaries

10,200

9,700

9,709

Premises Related Expenses

Maintenance of Grounds

14,700

14,700

13,712

Tree Planting Schemes

4,300

2,300

3,187

Supplies & Services

Purchases - Equipment & Materials

500

500

462

Health & Safety - Trees

5,000

7,000

13,715 a)

Miscellaneous Insurance

50

50

27

Third Party Payments

Medway Valley Countryside Partnership

10,600

10,000

10,000

45,350

44,250

50,812

Less Income

Profit / Loss on Stock Sales

-

-

1,009

Sub-total

45,350

44,250

51,821

**Central, Departmental & Technical
Support Services**

Central Salaries & Administration

6,350

6,300

6,314

Information Technology Expenses

150

150

140

Departmental Administrative Expenses

4,050

3,550

3,586

55,900

54,250

61,861

Full Time Equivalent Number of Staff

(Including Support Service Staff)

0.42

0.38

a) Reflects increased costs due to November storm.

DIRECTOR OF STREET SCENE AND LEISURE

12. PLEASURE GROUNDS & OPEN SPACES
(continued)

(f) LEYBOURNE LAKES COUNTRY PARK

Employees

Salaries	65,300	74,900	76,864
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Premises Related Expenses

Building Repairs Expenditure	4,250	1,650	3,014
Maintenance of Grounds	12,050	12,050	11,997
Electricity	3,800	3,800	2,034
Rates	50	50	-
Water Charges (Metered)	400	400	390
Sewerage & Environmental Services	150	300	518
Cleaning & Domestic Supplies	6,800	5,300	5,358
Premises Insurance	400	350	368

Transport Related Expenses

Repairs & Maintenance	550	550	162
Petrol / Oil	100	100	-
Transport Insurance	150	200	195

Supplies & Services

Purchases - Equipment & Materials	850	850	838
Clothing, Uniforms & Laundry	700	600	421
Printing & Stationery	800	700	390
Professional Fees	-	-	(205)
Cash Collection	2,500	2,000	1,530
Trade Refuse Charges	2,250	1,500	1,717
Dog Bin Emptying	450	450	433
Gates / Security	3,300	7,700	7,330
Pest Control	400	400	300
Wildlife Monitoring	400	400	849
Hall Hire for User Group	100	100	40
Car Park Management Charges	950	950	978
Telephones	800	700	664

	107,500	116,000	116,185
--	---------	---------	---------

Less Income

Car Parking Fees	(17,000)	(16,000)	(15,886)
Car Park Season Tickets	(150)	(300)	(521)
Educational Visits	(250)	(250)	(290)
Interest Receipts	(9,400)	(4,500)	(4,480)
Rents			
Land	(250)	(250)	(167)
Mobile Catering Concession	(7,300)	(5,100)	(1,999) a)
Windsurfing / Diving Concession	(7,500)	(7,700)	(7,743)
Fishing Concession	(14,200)	(14,650)	(14,664)
Contributions from Other Bodies	(12,500)	(12,500)	(12,500)

	(68,550)	(61,250)	(58,250)
--	----------	----------	----------

Sub-total Carried Forward

	38,950	54,750	57,935
--	--------	--------	--------

DIRECTOR OF STREET SCENE AND LEISURE

12. PLEASURE GROUNDS & OPEN SPACES
(continued)

(f) LEYBOURNE LAKES COUNTRY PARK
(continued)

	ORIGINAL ESTIMATE £	2013/14 REVISED ESTIMATE £	PROVISIONAL OUTTURN £
<u>Sub-total Brought Forward</u>	38,950	54,750	57,935
Central, Departmental & Technical Support Services			
Central Salaries & Administration	3,600	3,700	3,728
Information Technology Expenses	1,550	1,350	1,279
Departmental Administrative Expenses	23,400	25,600	24,958
Capital Programme Revenue Expenses	1,900	1,650	1,631
Depreciation & Impairment			
Non-Current Asset Depreciation	21,350	21,550	21,522
	<hr/> 90,750 <hr/>	<hr/> 108,600 <hr/>	<hr/> 111,053 <hr/>
Full Time Equivalent Number of Staff (Including Support Service Staff)	2.69	3.25	

PLEASURE GROUNDS & OPEN SPACES

(a) TONBRIDGE CASTLE GROUNDS	168,700	162,400	157,229
(b) HAYSDEN COUNTRY PARK	102,800	100,800	102,554
(c) OPEN SPACES & AMENITY AREAS	713,800	409,300	375,783
(d) PATROLLING	12,100	11,800	11,889
(e) COUNTRYSIDE / WOODLAND MANAGE'T	55,900	54,250	61,861
(f) LEYBOURNE LAKES COUNTRY PARK	90,750	108,600	111,053
	<hr/>	<hr/>	<hr/>
<u>TO SUMMARY</u>	1,144,050	847,150	820,369
	<hr/>	<hr/>	<hr/>

- a)** Early termination of agreement by contractor.

DIRECTOR OF STREET SCENE AND LEISURE

13. ALLOTMENTS

Employees

Salaries

450

500

518

Premises Related Expenses

Premises Insurance

100

50

68

Third Party Payments

Management Fee to T.A.G.A.

5,100

5,100

5,100

5,650

5,650

5,686

Less Income

Rents

(50)

(50)

(41)

Sub-total

5,600

5,600

5,645

**Central, Departmental & Technical
Support Services**

Central Salaries & Administration

200

450

435

Information Technology Expenses

-

-

16

Departmental Administrative Expenses

200

200

203

Capital Programme Revenue Expenses

750

350

368

Depreciation & Impairment

Non-Current Asset Depreciation

3,300

3,850

4,229

TO SUMMARY

10,050

10,450

10,896

Full Time Equivalent Number of Staff

(Including Support Service Staff)

0.03

0.03

DIRECTOR OF STREET SCENE AND LEISURE

14. CHURCHYARDS

Employees
Salaries

ORIGINAL ESTIMATE £	2013/14 REVISED ESTIMATE £	PROVISIONAL OUTTURN £
2,650	2,150	2,158

Premises Related Expenses
Maintenance of Grounds

7,400	7,300	4,230 a)
-------	-------	----------

Less Income

Contributions from Other Bodies

10,050	9,450	6,388
(50)	(50)	(23)

Sub-total

10,000	9,400	6,365
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**Central, Departmental & Technical
Support Services**

Central Salaries & Administration

1,050	1,050	1,050
-------	-------	-------

Information Technology Expenses

50	50	38
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Departmental Administrative Expenses

950	700	732
-----	-----	-----

TO SUMMARY

12,050	11,200	8,185
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Full Time Equivalent Number of Staff
(Including Support Service Staff)

0.09	0.08
------	------

a) Works not undertaken due to redeployment of resources for flooding.

DIRECTOR OF STREET SCENE AND LEISURE

15. CEMETERY

Employees

Salaries

26,050

24,700

24,751

Premises Related Expenses

Building Repairs Expenditure

1,500

13,500

15,101

Maintenance of Grounds

5,600

5,600

5,996

Electricity

800

800

832

Rates

7,400

6,700

6,699

Water Charges (Metered)

100

100

73

Sewerage & Environmental Services

1,200

1,300

1,306

Premises Insurance

950

900

914

Supplies & Services

Purchases - Equipment & Materials

1,950

1,950

2,241

Laundry

50

50

17

Telephones

300

100

83

Capital Grants & Contributions (RECS)

-

-

4,900 a)

Third Party Payments

Ground Maintenance Contract

65,500

66,350

63,237

111,400

122,050

126,150

Less Income

Fees & Charges

Graves - Annual Maintenance

(450)

(450)

(444)

Graves - Exclusive Right of Burial

(16,300)

(16,300)

(15,879)

Interments

(20,000)

(20,000)

(21,885)

Memorials - Erection

(2,600)

(2,600)

(3,684)

Memorials - Inscription

(2,100)

(1,800)

(2,230)

Register Search

(650)

(950)

(1,197)

Memorial Garden - Lease of Tablet / Vault

(7,000)

(7,000)

(9,311)

Memorial Garden - Plaque / Inscription

(3,200)

(3,200)

(2,482)

Use of Chapel

(1,700)

(1,400)

(1,700)

(54,000)

(53,700)

(58,812)

Sub-total Carried Forward

57,400

68,350

67,338

- a) Some work carried out as part of the Tonbridge Cemetery Memorial Safety Capital Plan Scheme did not result in an asset for the Council.

DIRECTOR OF STREET SCENE AND LEISURE

15. CEMETERY (continued)

<u>Sub-total Brought Forward</u>	
Central, Departmental & Technical Support Services	
Central Salaries & Administration	
Information Technology Expenses	
Departmental Administrative Expenses	
Capital Programme Revenue Expenses	
Depreciation & Impairment	
Non-Current Asset Depreciation	
<u>TO SUMMARY</u>	
Full Time Equivalent Number of Staff (Including Support Service Staff)	

ORIGINAL ESTIMATE £	2013/14 REVISED ESTIMATE £	PROVISIONAL OUTTURN £
57,400	68,350	67,338
6,450	6,300	6,302
1,050	950	865
10,800	9,300	9,498
5,700	5,800	5,806
19,650	27,800	27,011
101,050	118,500	116,820
1.03	0.96	

DIRECTOR OF STREET SCENE AND LEISURE

16. YOUTH & PLAY DEVELOPMENT

Employees

Salaries

90,250

97,000

93,965 a)

Premises Related Expenses

Rent

9,100

9,250

9,156

Transport Related Expenses

Hire of Transport

2,000

600

754

Supplies & Services

Purchases - Equipment & Materials

5,200

5,200

5,148

Printing & Stationery

3,500

3,500

3,411

Shows & Performances

3,500

3,500

3,491

Partnership Fees

28,250

28,850

28,174

Telephones

250

150

147

Registration & Inspection of Centres

350

350

285

Youth Development

Activate

30,000

23,500

24,469

Youth Development Initiatives

9,000

11,000

10,817

181,400

182,900

179,817

Less Income

Fees & Charges

Playscheme Registration Fees

(30,800)

(30,000)

(29,998)

Activate

(14,500)

(10,850)

(11,467)

Contributions from Other Bodies

Playscheme - Parish Councils

(11,300)

(11,300)

(10,913)

Youth Development

-

(2,000)

(3,000)

(56,600)

(54,150)

(55,378)

Sub-total

124,800

128,750

124,439

**Central, Departmental & Technical
Support Services**

Central Salaries & Administration

12,450

13,700

13,564

Information Technology Expenses

9,050

8,000

7,432

Departmental Administrative Expenses

38,250

36,650

36,229

TO SUMMARY

184,550

187,100

181,664

Full Time Equivalent Number of Staff

(Including Support Service Staff)

2.65

2.83

DIRECTOR OF STREET SCENE AND LEISURE

YOUTH & PLAY DEVELOPMENT

- a) Management savings arising from the vacant Leisure Development Assistant post.

DIRECTOR OF STREET SCENE AND LEISURE

17. SPORTS DEVELOPMENT

Employees

Salaries

36,100

36,450

26,910 a)

Supplies & Services

Sports Development Programme

5,000

8,000

11,349 b)

41,100

44,450

38,259

Less Income

Fees & Charges

-

(200)

(220)

Contributions from Other Bodies

(500)

(3,450)

(6,447) b)

(500)

(3,650)

(6,667)

Sub-total

40,600

40,800

31,592

**Central, Departmental & Technical
Support Services**

Central Salaries & Administration

1,650

1,600

1,598

Information Technology Expenses

550

500

445

Departmental Administrative Expenses

14,150

14,400

14,235

TO SUMMARY

56,950

57,300

47,870

Full Time Equivalent Number of Staff

(Including Support Service Staff)

0.91

1.05

- a) Management savings arising from the reduction in the hours worked by the Sports Development Officer.
- b) Increased contributions and expenditure on Sports Development, including Young Leaders in Cricket, Park Run and Discovery Day.

DIRECTOR OF STREET SCENE AND LEISURE

18. ARTS PROGRAMME

Employees

Salaries

28,300

30,750

30,881

Supplies & Services

West Kent Arts Group

6,000

8,000

7,261

Events Support

4,000

12,000

11,818

Arts for Special Needs Groups

2,000

2,500

2,500

Publicity & Promotion

2,000

2,000

2,119

Subscriptions

5,600

2,200

2,200

Licences

100

3,500

1,674

Youth Art Initiatives

1,000

1,000

1,000

Third Party Payments

Festival of Music

5,000

5,000

5,000

54,000

66,950

64,453

Less Income

Contributions from Other Bodies

-

(2,000)

(2,000)

Sub-total

54,000

64,950

62,453

**Central, Departmental & Technical
Support Services**

Central Salaries & Administration

3,900

2,950

2,947

Information Technology Expenses

450

400

379

Departmental Administrative Expenses

14,450

14,050

13,882

TO SUMMARY

72,800

82,350

79,661

Full Time Equivalent Number of Staff
(Including Support Service Staff)

0.92

1.01

DIRECTOR OF STREET SCENE AND LEISURE

19. TONBRIDGE CHRISTMAS LIGHTING

Employees

Salaries

2,500

2,950

2,992

Supplies & Services

Tonbridge Christmas Lighting

11,000

16,000

16,851

Sub-total

13,500

18,950

19,843

**Central, Departmental & Technical
Support Services**

Central Salaries & Administration

600

650

628

Departmental Administrative Expenses

1,350

1,250

1,242

Depreciation & Impairment

Non-Current Asset Depreciation

5,300

5,300

5,321

TO SUMMARY

20,750

26,150

27,034

Full Time Equivalent Number of Staff
(Including Support Service Staff)

0.09

0.09

DIRECTOR OF STREET SCENE AND LEISURE

20. LEISURE STRATEGY / MANAGEMENT

Employees

Salaries

87,500

86,700

86,757

Supplies & Services

Maintenance - General

500

650

631

Professional Fees

-

103,000

104,328

Market Research / Audit Programme

5,350

4,500

7,031

Advertising

-

2,250

3,694

Communication Expenses

50

50

9

Subscriptions

3,600

3,650

3,640

Tourism & Promotion of Facilities

28,050

28,050

29,104

Capital Grants & Contributions (RECS)

4,000

33,000

-

a)

Sub-total

129,050

261,850

235,194

**Central, Departmental & Technical
Support Services**

Central Salaries & Administration

34,650

31,200

30,242

Information Technology Expenses

5,050

4,450

4,152

Departmental Administrative Expenses

31,300

29,550

29,658

Depreciation & Impairment

Non-Current Asset Depreciation

4,300

4,300

4,295

TO SUMMARY

204,350

331,350

303,541

Full Time Equivalent Number of Staff
(Including Support Service Staff)

2.79

2.85

Analysis of Salaries:-

Tourism & Promotion

£

20,650

£

21,400

£

21,503

Leisure Planning / Policy

35,350

36,400

36,555

Market Research

1,750

1,600

1,581

Liaison with Outside Bodies

29,750

27,300

27,118

87,500

86,700

86,757

- a) Underspend is largely due to grant allocated to Rock UK for the sports and multi-purpose hall at Carroty Wood not being claimed.

LEISURE SERVICES BUSINESS UNIT

SUMMARY

	ORIGINAL ESTIMATE	2013/14 REVISED ESTIMATE	OUTTURN
	£	£	£
1. LARKFIELD LEISURE CENTRE	159,500	15,650	31,859
2. ANGEL CENTRE	317,200	134,600	149,060
3. TONBRIDGE SWIMMING POOL	245,400	73,650	89,081
4. POULT WOOD GOLF CENTRE	247,500	143,100	144,875
	<hr/>	<hr/>	<hr/>
	969,600	367,000	414,875
	<hr/>	<hr/>	<hr/>

LEISURE SERVICES BUSINESS UNIT

1. LARKFIELD LEISURE CENTRE

Employees

Salaries (see analysis on page LSBU 11)	1,465,100	862,650	863,057
Employers' National Insurance Contributions	61,400	43,800	43,772
Employers' Superannuation Contributions	123,050	65,400	65,359
Recruitment	2,000	1,750	1,731
Health Care	750	-	-
Training	12,000	8,900	9,149
Redundancy	-	4,200	4,200
Superannuation - Lump Sum	103,900	60,600	60,600
Employee Insurance	14,300	9,150	11,128 a)

Premises Related Expenses

General Maintenance	5,000	650	629
Redecoration	3,000	1,900	1,915
Floor Maintenance	2,200	-	-
Electrical Spares	2,500	2,250	2,261
Maintenance of Grounds	2,750	1,950	1,950
Repairs & Maintenance of Fixed Plant	3,000	700	704
Electricity	146,900	85,000	84,631
Gas	128,400	63,050	63,452
Water Charges (Metered)	25,300	16,600	16,599
Sewerage & Environmental Services	23,000	13,800	13,170
Fixture & Fittings	1,500	750	747
Cleaning & Domestic Supplies	12,600	6,000	5,975
Cleaning Contract	47,800	25,700	25,695

Transport Related Expenses

Essential Users	5,250	3,800	3,842
Casual Users	2,000	1,450	1,455
Leased Car Leasing Costs	3,150	3,150	3,155
Leased Car Mileage	650	300	299
VAT Rebate on Claimed Mileage	-	(50)	(49)

Supplies & Services

Purchases - Equipment & Materials	24,000	18,900	18,921
Purchases - Chemicals	24,700	16,000	15,898
Maintenance - General	16,000	13,350	13,309
Maintenance - Contracts	43,600	21,000	21,140
Uniforms	6,000	3,700	3,696
Stationery & Photocopying	3,500	1,050	1,034
Security Services	2,850	2,050	1,995
Trade Refuse Charges	11,000	5,450	6,554
Special Events	10,000	3,700	4,466
Coaching Expenses	10,000	4,150	3,557
Credit Card / Direct Debit Charges	9,000	5,600	7,418
IT Set-up & Development	3,000	1,100	1,106
Publicity & Promotion	40,000	20,350	19,495
Postages	4,500	3,300	3,500
Telephones	8,400	2,600	2,784
Hospitality	500	600	576
Licences & Subscriptions	16,700	10,350	10,343
Miscellaneous	-	-	(1)

Carried Forward

2,431,250	1,416,700	1,421,216
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LEISURE SERVICES BUSINESS UNIT

	ORIGINAL ESTIMATE £	2013/14 REVISED ESTIMATE £	OUTTURN £
1. <u>LARKFIELD LEISURE CENTRE (continued)</u>			
<u>Brought Forward</u>	2,431,250	1,416,700	1,421,216
Less Income			
Courses - Internal	(332,950)	(229,750)	(211,291) b)
Exercise Classes	(59,300)	(31,550)	(31,546)
Fitness Room	(710,000)	(426,850)	(419,409) b)
Sports Hall	(39,300)	(22,650)	(24,116)
Pool Hall	(720,000)	(465,350)	(462,323)
Health Suite	(28,850)	(13,750)	(13,762)
Invicta Room	(32,450)	(18,550)	(18,557)
Squash	-	0	0
Swimming Club	(32,800)	(18,750)	(18,759)
Amusement Machines	(1,000)	(400)	(391)
Pre-school / Crèche	-	(2,250)	(2,265)
Annual Membership	(34,700)	(14,950)	(9,857) b)
Day Membership	(22,900)	(11,150)	(11,171)
Special Events	(12,000)	(9,300)	(9,297)
One to One Swim	(15,000)	(8,750)	(8,734)
Sponsorship	(500)	-	0
Treatment Room Hire	(14,000)	(9,600)	(9,624)
Schools	(25,500)	(10,000)	(9,981)
Soft Play	(56,000)	(26,800)	(26,764)
Retail Outlet	(4,850)	(3,200)	(2,794)
Choosing Health	-	-	(18,667) c)
Miscellaneous	-	50	(265)
Catering Concession	(51,400)	(30,150)	(30,145)
Vending Concession	(14,350)	(9,350)	(11,651)
Bar Concession	(13,350)	(7,800)	(7,791)
	<hr/>	<hr/>	<hr/>
	(2,221,200)	(1,370,850)	(1,359,158)
	<hr/>	<hr/>	<hr/>
<u>Sub-total</u>	210,050	45,850	62,059
Central, Departmental & Technical Support Services			
Central Services	3,650	2,100	2,100
Financial Services	61,150	35,400	35,400
Personnel Services	13,200	7,650	7,650
LSBU Central Management	(128,550)	(75,350)	(75,350)
	<hr/>	<hr/>	<hr/>
<u>TO LEISURE SERVICES (see page LS 3)</u>	159,500	15,650	31,859
	<hr/>	<hr/>	<hr/>

- a)** Overpend relates excess for two employee related claims
- b)** Annual Membership payments due to Trust higher than expected.
- c)** 2013/14 Contribution from newly established Health Board

LEISURE SERVICES BUSINESS UNIT

2. ANGEL CENTRE

(a) ANGEL CENTRE

Employees

Salaries (see analysis on page LSBU 11)	572,350	355,900	354,992
Employers' National Insurance Contributions	20,850	18,750	18,727
Employers' Superannuation Contributions	35,050	16,050	16,016
Recruitment	1,000	650	660
Health Care	500	50	44
Training	5,500	1,400	1,375
Superannuation - Lump Sum	27,900	16,300	16,300
Employee Insurance	5,800	-	-

Premises Related Expenses

General Maintenance	3,000	600	592
Redecoration	2,500	0	0
Floor Maintenance	2,500	350	350
Electrical Spares	1,500	1,200	1,205
Internal Planters	1,600	1,150	1,125
Repairs & Maintenance of Fixed Plant	1,000	-	-
Electricity	61,700	34,200	33,866
Gas	49,100	11,700	11,920
Water Charges (Metered)	11,550	3,850	4,594
Sewerage & Environmental Services	10,500	5,000	5,752
Cleaning & Domestic Supplies	7,350	5,750	5,723
Cleaning Contract	18,050	8,450	8,473

Transport Related Expenses

Relocation Expenses - Appendix E	650	-	-
Casual Users	100	500	420
VAT Rebate on Claimed Mileage	-	-	-

Supplies & Services

Purchases - Equipment & Materials	12,000	6,950	6,186
Maintenance - General	2,500	1,550	1,534
Maintenance - Contracts	23,850	17,600	17,224
Uniforms	2,500	1,100	1,076
Stationery	2,000	600	609
Security Services	900	650	652
Trade Refuse Charges	5,050	2,450	2,873
Coaching Expenses	4,000	2,400	0
Credit Card / Direct Debit Charges	3,300	1,850	2,376
IT Set-up & Development	3,000	800	2,439
Printing & Marketing	18,000	9,900	779
Postages	1,500	450	10,645
Telephones	4,500	1,650	1,879
Hospitality	250	-	-
Licences & Subscriptions	15,000	11,550	11,716
Miscellaneous	-	-	3

Carried Forward

938,400	545,100	545,856
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LEISURE SERVICES BUSINESS UNIT

2. ANGEL CENTRE (continued)

(a) ANGEL CENTRE (continued)

	ORIGINAL ESTIMATE £	2013/14 REVISED ESTIMATE £	OUTTURN £
<u>Brought Forward</u>	938,400	545,100	545,856
Less Income			
Coaching Courses	(58,500)	(45,250)	(38,432) a)
Exercise Classes	(37,000)	(24,850)	(24,846)
Medway Hall	(41,400)	(23,900)	(23,922)
Meeting Rooms	(60,000)	(42,800)	(42,778)
Fitness Room	(375,000)	(237,350)	(231,757) a)
Sports Hall	(71,000)	(47,000)	(46,919)
All Weather Area	(21,700)	(15,400)	(15,385)
Sports Grounds Pitches	(23,000)	(10,600)	(9,732)
Hire of Equipment	(850)	(550)	(531)
Use of Music	(550)	(300)	(309)
Crèche	(10,600)	(7,000)	(7,008)
Annual Membership	(9,700)	(4,550)	(3,325) a)
Special Events	(3,000)	(3,400)	(2,559)
Sponsorship	-	(50)	(46)
Dance Studio	(18,000)	(13,850)	(13,850)
Schools	-	(150)	(146)
Miscellaneous	-	500	(592)
	<hr/>	<hr/>	<hr/>
	(730,300)	(476,500)	(462,136)
	<hr/>	<hr/>	<hr/>
<u>Sub-total</u>	208,100	68,600	83,720
Central, Departmental & Technical Support Services			
Central Services	3,650	2,100	2,100
Financial Services	47,900	27,750	27,750
Personnel Services	6,750	3,900	3,900
LSBU Central Management	56,100	32,900	32,900
	<hr/>	<hr/>	<hr/>
	322,500	135,250	150,370
	<hr/>	<hr/>	<hr/>

a) Annual Membership payments due to Trust higher than expected.

LEISURE SERVICES BUSINESS UNIT

2. ANGEL CENTRE (continued)

(b) BAR, CATERING & VENDING

Supplies & Services

Purchases - Equipment & Materials
Catering Stock Issues
Vending Machine Refund

ORIGINAL ESTIMATE £	2013/14 REVISED ESTIMATE £	OUTTURN £
750	400	414
3,500	-	-
-	50	73
<hr/>	<hr/>	<hr/>
4,250	450	488
<hr/>	<hr/>	<hr/>
Less Income		
Bar Concession	-	-
Catering Concession	(5,250)	-
Vending Concession	(4,300)	(1,717)
Counter Sales - Snacks & Rolls	-	-
Profit on Stock Sales	-	-
Vending Machine Refund Reimbursement	-	--
<hr/>	<hr/>	<hr/>
(9,550)	(1,100)	(1,798)
<hr/>	<hr/>	<hr/>
<hr/>	<hr/>	<hr/>
(5,300)	(650)	(1,311)
<hr/>	<hr/>	<hr/>

ANGEL CENTRE

(a) ANGEL CENTRE

(b) BAR, CATERING & VENDING

TO LEISURE SERVICES (see page LS 2)

322,500	135,250	150,370
(5,300)	(650)	(1,311)
<hr/>	<hr/>	<hr/>
317,200	134,600	149,060
<hr/>	<hr/>	<hr/>

LEISURE SERVICES BUSINESS UNIT

3. TONBRIDGE SWIMMING POOL

(a) TONBRIDGE SWIMMING POOL

Employees

Salaries (see analysis on page LSBU 11)	605,850	380,200	380,746
Employers' National Insurance Contributions	22,950	18,400	18,385
Employers' Superannuation Contributions	45,250	20,400	20,368
Recruitment	1,500	1,500	1,493
Health Care	500	150	152
Training	5,500	1,500	1,516
Superannuation - Lump Sum	37,100	21,650	21,650
Employee Insurance	7,200	4,950	4,942

Premises Related Expenses

General Maintenance	7,500	8,250	8,192
Electrical Spares	3,500	3,550	3,532
Maintenance of Grounds	800	750	750
Repairs & Maintenance of Fixed Plant	5,000	5,900	5,938
Electricity	104,200	60,900	60,677
Gas	55,000	30,850	24,567
Water Charges (Metered)	38,600	21,300	20,826
Sewerage & Environmental Services	30,100	18,300	18,095
Fixtures & Fittings	500	100	122
Cleaning & Domestic Supplies	16,000	11,850	11,861

Transport Related Expenses

Casual Users	700	250	581
VAT Rebate on Claimed Mileage	-	(50)	(24)

Supplies & Services

Purchases - Equipment & Materials	7,500	3,950	3,997
Purchases - Chemicals	36,750	29,900	27,293
Maintenance - General	3,000	4,100	4,114
Maintenance - Contracts	25,500	14,850	13,298
Uniforms	4,500	4,150	3,004
Stationery & Photocopying	2,000	1,450	1,422
Security Services	2,350	1,900	1,808
Trade Refuse Charges	5,550	3,250	3,735
Coaching Expenses	4,000	2,600	2,133
Credit Card / Direct Debit Charges	6,200	4,400	5,599
IT Set-up & Development	3,000	250	225
Publicity & Promotion	12,000	3,900	4,735
Postages	500	250	236
Telephones	3,500	1,600	1,643
Hospitality	250	100	109
Licences & Subscriptions	2,750	1,700	1,708
Miscellaneous	-	(50)	(44)

Carried Forward

1,107,100	689,000	679,384
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LEISURE SERVICES BUSINESS UNIT

	ORIGINAL ESTIMATE £	2013/14 REVISED ESTIMATE £	OUTTURN £
3. <u>TONBRIDGE SWIMMING POOL (continued)</u>			
(a) <u>TONBRIDGE SWIMMING POOL (continued)</u>			
<u>Brought Forward</u>	1,107,100	689,000	679,384
Less Income			
Courses - Internal	(249,900)	(169,700)	(153,374) a)
Exercise Classes	(15,100)	(10,150)	(10,127)
Health Suite	(54,850)	(30,900)	(30,908)
Swimming - Individuals	(460,000)	(335,700)	(325,262) a)
Swimming - Schools	(25,900)	(14,750)	(14,732)
Swimming - Club	(19,650)	(11,150)	(13,484)
Tennis	(2,350)	(2,450)	(2,461)
Golf	(13,000)	(10,950)	(10,939)
Other	-	(100)	(123)
Annual Membership	(11,500)	(6,150)	(3,505) a)
Special Events	(16,500)	(12,600)	(12,592)
One to One Swim	(51,000)	(35,800)	(35,799)
Sponsorship	(200)	-	-
Miscellaneous	-	50	(30)
Profit on Stock Sales	(10,000)	-	(6,323)
	<hr/>	<hr/>	<hr/>
	(929,950)	(640,350)	(619,658)
	<hr/>	<hr/>	<hr/>
<u>Sub-total</u>	177,150	48,650	59,726
Central, Departmental & Technical Support Services			
Central Services	3,100	1,800	1,800
Financial Services	27,750	16,050	16,050
Personnel Services	4,300	2,500	2,500
LSBU Central Management	57,750	33,850	33,850
	<hr/>	<hr/>	<hr/>
	270,050	102,850	113,926
	<hr/>	<hr/>	<hr/>

a) Annual Membership payments due to Trust higher than expected.

LEISURE SERVICES BUSINESS UNIT

3. TONBRIDGE SWIMMING POOL (continued)

(b) CATERING & VENDING

Employees

Salaries (see analysis on page LSBU 11)	126,300	84,950	85,035
Employers' National Insurance Contributions	3,450	3,350	3,331
Employers' Superannuation Contributions	13,450	5,650	5,644
Superannuation - Lump Sum	10,400	6,050	6,050

Supplies & Services

Purchases - Equipment & Materials	6,000	5,250	6,828
Catering Stock Issues	108,000	79,300	83,821
Vending Machine Refunds	-	200	202

**ORIGINAL
ESTIMATE
£**

**2013/14
REVISED
ESTIMATE
£**

**OUTTURN
£**

267,600

184,750

190,911

Less Income

Vending	(6,550)	(2,450)	(4,259)
Catering	(285,700)	(211,300)	(211,299)
Vending Machine Refund Reimbursement	-	(200)	(198)

(292,250)

(213,950)

(215,756)

(24,650)

(29,200)

(24,845)

TONBRIDGE SWIMMING POOL

(a) TONBRIDGE SWIMMING POOL

(b) CATERING & VENDING

270,050

102,850

113,926

(24,650)

(29,200)

(24,845)

TO LEISURE SERVICES (see page LS 4)

245,400

73,650

89,081

LEISURE SERVICES BUSINESS UNIT

4. POULT WOOD GOLF CENTRE

Employees

Salaries (see analysis on page LSBU 11)	123,750	71,200	71,199
Employers' National Insurance Contributions	9,050	5,150	5,165
Employers' Superannuation Contributions	14,400	8,350	8,355
Recruitment	500	-	-
Health Care	100	-	-
Training	1,000	-	-
Superannuation - Lump Sum	14,700	8,600	8,600
Employee Insurance	1,200	750	763

Premises Related Expenses

General Maintenance	200	-	-
Water Charges (Metered) (metered)	5,250	3,600	3,625
Sewerage & Environmental Services	1,000	850	755
Cleaning & Domestic Supplies	250	150	133

Transport Related Expenses

Repair & Maintenance	6,000	2,500	2,507
Licences	300	200	223
Petrol & Oil	6,500	3,450	3,810
Tyres	500	650	634
Vehicle Insurance	2,500	3,600	3,595

Supplies & Services

Purchases - Equipment & Materials	36,750	20,150	21,517
Maintenance - General	500	150	171
Protective Clothing	500	250	227
Skip Services	500	550	640
Telephones	300	250	257

Sub-total

225,750	130,400	132,175
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Central, Departmental & Technical Support Services

Central Services	650	400	400
Financial Services	5,000	2,900	2,900
Personnel Services	1,400	800	800
LSBU Central Management	14,700	8,600	8,600

Depreciation & Impairment

Non-Current Asset Depreciation	-	-	-
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TO LEISURE SERVICES (see page LS 10)

247,500	143,100	144,875
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LEISURE SERVICES

EMPLOYEES - SALARIES - OPERATIONAL

	Basic Salaries £	Overtime General £	Training £	Temporary Staff £	Total Salaries £	Council Contributions Nat. Ins. £	Supern. £	Salaries & Oncosts £
Original Estimate								
Larkfield Leisure Centre	1,009,000	29,950	11,750	414,400	1,465,100	61,400	123,050	1,649,550
Angel Centre	372,150	25,000	-	175,200	572,350	20,850	35,050	628,250
Tonbridge Swimming Pool	494,350	33,650	5,200	198,950	732,150	26,400	58,700	817,250
Poult Wood Golf Centre	122,750	-	-	1,000	123,750	9,050	14,400	147,200
	1,998,250	88,600	16,950	789,550	2,893,350	117,700	231,200	3,242,250
Revised Estimate								
Larkfield Leisure Centre	552,600	20,900	6,450	282,700	862,650	43,800	65,400	971,850
Angel Centre	215,200	23,750	-	116,950	355,900	18,750	16,050	390,700
Tonbridge Swimming Pool	258,550	27,900	2,800	175,900	465,150	21,750	26,050	512,950
Poult Wood Golf Centre	71,200	-	-	-	71,200	5,150	8,350	84,700
	1,097,550	72,550	9,250	575,550	1,754,900	89,450	115,850	1,960,200
Outturn								
Larkfield Leisure Centre	551,897	22,498	6,726	281,935	863,057	43,772	65,359	972,188
Angel Centre	215,248	22,812	-	116,932	354,992	18,727	16,016	389,736
Tonbridge Swimming Pool	258,233	29,546	2,816	175,185	465,781	21,716	26,012	513,509
Poult Wood Golf Centre	71,199	-	-	-	71,199	5,165	8,355	84,719
	1,096,577	74,857	9,543	574,052	1,755,029	89,381	115,742	1,960,152

CAPITAL PLAN MONITORING STATEMENT 2013/14 TO 31 MARCH 2014
SUMMARY OF SERVICES

	Expenditure To 31/03/13	2013/14 Estimate Inc Prior Year Slippage	2013/14 Actual to 31 March 2014
	£'000	£'000	£'000
Capital Plan Schemes			
Planning, Housing & Environmental Health	712	663	415
Street Scene & Leisure	548	318	173
Corporate	111	96	97
Sub-total	1,371	1,077	685
Capital Renewals			
Planning, Housing & Environmental Health	n/a	120	5
Street Scene & Leisure	n/a	362	191
Corporate	n/a	382	234
Sub-total	n/a	864	430
Total	1,371	1,941	1,115

CAPITAL PLAN MONITORING STATEMENT 2013/14 TO 31 MARCH 2014
PLANNING, HOUSING AND ENVIRONMENTAL HEALTH

	Expenditure To 31/03/13	2013/14 Estimate Inc Prior Year Slippage	2013/14 Actual to 31 March 2014
	£'000	£'000	£'000
Capital Plan Schemes			
Car Parking	67	77	71
Transportation	347	22	15
Environmental Improvements	57	33	23
Land Drainage / Flood Defence	167	143	131
Housing Investment Programme	74	388	175
Environmental Health	0	0	0
Sub-total	712	663	415
Capital Renewals	n/a	120	5
Total Planning, Housing and Environmental Health	712	783	420

CAPITAL PLAN MONITORING STATEMENT 2013/14 TO 31 MARCH 2014
PLANNING, HOUSING AND ENVIRONMENTAL HEALTH

	Code	Expenditure To 31/03/13	2013/14 Estimate Inc Prior Year Slippage	2013/14 Actual to 31 March 2014	
		£'000	£'000	£'000	
Car Parking					
(a) Improvement Programme for Existing Car Parks					
(i) Phase 5	P01AA	46	2	2	Scheme completed.
(ii) Rolling Programme	P01AB		56	59	2013/14 programme completed.
(b) Car Parking Action Plan					
(i) Phase 6	P01MA	21	17	11	
(ii) Phase 7	P01MB		2	(1)	Contribution to scheme costs.
Total Car Parking to Summary		67	77	71	
Transportation					
(a) Local Transport Plan Partnership Programme Less Grants & Contributions	P01ED	186 (9)	18	15	
Sub-total		177	18	15	
(b) Community Partnership Initiatives	P06FE	170	4		
Total Transportation to Summary		347	22	15	

CAPITAL PLAN MONITORING STATEMENT 2013/14 TO 31 MARCH 2014
PLANNING, HOUSING AND ENVIRONMENTAL HEALTH

	Code	Expenditure To 31/03/13	2013/14 Estimate Inc Prior Year Slippage	2013/14 Actual to 31 March 2014	
Environmental Improvements		£'000	£'000	£'000	
(a) Tonbridge Town Centre Enhancement - Phase 1	P01FH	57	33	23	
Total Environmental Improvements to Summary		57	33	23	
Land Drainage / Flood Defence					
(a) Drainage					
(i) Drainage Improvement Programme Less DEFRA Grant	P01HR	57 (28)	10		
Sub-total		29	10	0	
(b) Flood defence					
(i) East Peckham Flood Alleviation	P01HP	138	133	131	Outstanding claim now resolved.
Total Land Drainage / Flood Defence to Summary		167	143	131	

CAPITAL PLAN MONITORING STATEMENT 2013/14 TO 31 MARCH 2014
PLANNING, HOUSING AND ENVIRONMENTAL HEALTH

	Code	Expenditure To 31/03/13	2013/14 Estimate Inc Prior Year Slippage	2013/14 Actual to 31 March 2014	
		£'000	£'000	£'000	
Housing Investment Programme					
(a) House Renovation Grants					
(i) Disabled Facilities Grants - Mandatory Less Grant Repayments Less Government Grant	P03AC	n/a n/a n/a	680 (415)	666 (13) (415)	An additional £60,000 was vired from the Housing Assistance budget to meet the increased demand for DFGs. The £14,000 remaining from this virement has been allocated for approved works in 2013/14 which will be completed in 2014/15. Net underspend of £27,000 to be rolled forward.
Sub-total		n/a	265	238	
(ii) Housing Assistance Less Grant Repayments	P03AD	n/a n/a	87	54 (117)	
Sub-total		n/a	87	(63)	
Sustainable Communities Programme					
(i) Renewable Energy Schemes	P03AM	74	36		Project delayed due to unexpected government consultation. Outcome expected early 2014/15. £30,000 to be rolled forward to 2014/15.
Total Housing Investment Programme to Summary		74	388	175	
Environmental Health					
(a) Air Quality Impact Study Less Government Grants and Other Contributions	P02BE		150 (150)		Project delayed and due to commence in 2014/15.
Sub-total		0	0	0	
Total Environmental Health to Summary		0	0	0	

CAPITAL PLAN MONITORING STATEMENT 2013/14 TO 31 MARCH 2014
PLANNING, HOUSING AND ENVIRONMENTAL HEALTH

	Code	Expenditure To 31/03/13	2013/14 Estimate Inc Prior Year Slippage	2013/14 Actual to 31 March 2014	
		£'000	£'000		
Capital Renewals					
(a) CCTV Capital Renewals	P01BA	n/a	133	5	New CCTV equipment repairs are currently covered by warranty. Underspend to be rolled forward to cover equipment post warranty. Potential to review costs after warranty expires. Noise equipment lasted longer than anticipated.
(b) Car Parking	P01JF	n/a	9		
Environmental Protection	P02EB CR01	n/a	8		
Provision for Inflation / Savings Target	P01JZ/P02EZ	n/a	(30)		
Total Capital Renewals to Summary		n/a	120	5	

CAPITAL PLAN MONITORING STATEMENT 2013/14 TO 31 MARCH 2014
STREET SCENE & LEISURE

	Expenditure To 31/03/13	2013/14 Estimate Inc Prior Year Slippage	2013/14 Actual to 31 March 2014
	£'000	£'000	£'000
Capital Plan Schemes			
Street Scene	n/a	104	122
Bradford Street Leisure & Community Centre	0	0	0
Tonbridge Swimming Pool	0	92	0
Sports Grounds	19	20	1
Open Spaces	24	16	0
Capital Grants	398	25	0
Other Schemes	107	61	50
Sub-total	548	318	173
Capital Renewals	n/a	362	191
Total Street Scene and Leisure	548	680	364

CAPITAL PLAN MONITORING STATEMENT 2013/14 TO 31 MARCH 2014
STREET SCENE & LEISURE

	Code	Expenditure To 31/03/13	2013/14 Estimate Inc Prior Year Slippage	2013/14 Actual to 31 March 2014	
Street Scene		£'000	£'000	£'000	
(a) Green Waste Bins Growth / Replacement	P02BC	n/a	52	49	
(b) Refuse Bins Growth / Replacement	P02DA	n/a	52	73	Increase in reserve stock to offset anticipated increase in bin costs.
Total Street Scene to Summary		n/a	104	122	
Bradford Street Leisure & Community Centre					
(a) New Bradford Street Leisure & Community Centre Less Contribution from Developer	P05MB				Scheme no longer being progressed.
Sub-total		0	0	0	
Total Bradford Street Leisure & Community Centre to Summary		0	0	0	
Tonbridge Swimming Pool					
(a) Car Park Improvement / Extension	P05CM		92		Delay in progress due to ongoing negotiations on lease of land.
Total Tonbridge Swimming Pool to Summary		0	92	0	

CAPITAL PLAN MONITORING STATEMENT 2013/14 TO 31 MARCH 2014
STREET SCENE & LEISURE

	Code	Expenditure To 31/03/13	2013/14 Estimate Inc Prior Year Slippage	2013/14 Actual to 31 March 2014	
		£'000	£'000	£'000	
Sports Grounds					
(a) Tonbridge Racecourse Sportsground					
(i) Bridge Renewal Repair	P05DT	19	20	1	Works to be progresses Summer 2014 in liaison with the Environment Agency.
(ii) Flood Lighting Less Grants and Contributions	P05DA	6 (6)	9 (9)	2 (2)	Skate Park element of scheme now complete. Further works under consideration.
Sub-total		0	0	0	
Total Sports Grounds to Summary		19	20	1	
Open Spaces					
(a) Purchase of Quarry Hill Wood	P05FJ	14	1		Scheme completed.
(b) East Malling & Larkfield PC - Recreation Ground Improved Play Facilities	P05FR	10	15		Parish Council considering additional works to alleviate customer complaint re noise.
(c) Open Spaces Site Improvements - Phase 1 Less Developer Contributions	P05FT	66 (66)	33 (33)	2 (2)	Works in Tonbridge completed, further works being progressed at Leybourne Lakes Country Park.
Sub-total		0	0	0	
(d) Open Spaces Site Improvements - Phase 2 Less Developer Contributions	P05FV	8 (8)	61 (61)	48 (48)	Majority of works completed, minor works in progress.
Sub-total		0	0	0	
Total Open Spaces to Summary		24	16	0	

CAPITAL PLAN MONITORING STATEMENT 2013/14 TO 31 MARCH 2014
STREET SCENE & LEISURE

	Code	Expenditure To 31/03/13	2013/14 Estimate Inc Prior Year Slippage	2013/14 Actual to 31 March 2014	
Capital Grants		£'000	£'000	£'000	
(a) Capital Grants to Organisations 2003/04 to 2008/09 Schemes	P05HK	395	25		Outstanding scheme at Carroty Wood expected to be fully claimed during 2014/15.
Plaques	P05HZ	3			
Sub-total		398	25	0	
Total Capital Grants to Summary		398	25	0	
Other Schemes					
(a) Tonbridge Cemetery					
(i) Memorial Safety	P05KV	78	15	8	Works in progress re closed Churchyards.
(ii) Path Improvements Less Developer Contributions	P05KB		15 (12)	15 (12)	Works completed.
Sub-total		0	3	3	
(iii) Memorial Garden Vaults	P05KC		35	35	Works completed.
(b) Memorial Garden Improvement Less Fund Raising & Developer Contributions	P05KA	29	25 (25)	20 (20)	Works progressing in liaison with the Tonbridge Memorial Garden Trust.
Sub-total		29	0	0	
(c) Community Group Funding	P05KS	n/a	8	4	
Total Other Schemes to Summary		107	61	50	

CAPITAL PLAN MONITORING STATEMENT 2013/14 TO 31 MARCH 2014
STREET SCENE & LEISURE

	Code	Expenditure To 31/03/13	2013/14 Estimate Inc Prior Year Slippage	2013/14 Actual to 31 March 2014	
		£'000	£'000	£'000	
Capital Renewals					
(a) Recycling Initiatives	P02EBCR02	n/a	26	1	}
					}
(b) Sports Grounds & Open Spaces	P05KGBC05	n/a	108	66	}
					}
(c) Angel Centre	P05KGBC01	n/a	51	30	}
(d) Larkfield Leisure Centre	P05KGBC02	n/a	141	39	}
(e) Tonbridge Swimming Pool	P05KGBC04	n/a	83	28	}
(f) Poulton Wood Golf Course:					}
Clubhouse	P05KGBC03	n/a	6	10	}
Grounds Maintenance	P05KGBC06	n/a	27	6	}
Course	P05KGBC07	n/a	11	11	}
					}
Provision for Inflation / Savings Target	P05KZ	n/a	(91)		}
Total Capital Renewals to Summary		n/a	362	191	

Provision for renewal of life - expired or obsolete assets. Renewals schedule subject to annual review.

CAPITAL PLAN MONITORING STATEMENT 2013/14 TO 31 MARCH 2014
CORPORATE

	Expenditure To 31/03/13	2013/14 Estimate Inc Prior Year Slippage	2013/14 Actual to 31 March 2014
	£'000	£'000	£'000
Capital Plan Schemes			
Information Technology Initiatives	112	71	86
Other Schemes	(1)	25	11
Sub-total	111	96	97
Capital Renewals	n/a	382	234
Total Corporate	111	478	331

CAPITAL PLAN MONITORING STATEMENT 2013/14 TO 31 MARCH 2014
CORPORATE

	Code	Expenditure To 31/03/13	2013/14 Estimate Inc Prior Year Slippage	2013/14 Actual to 31 March 2014	
		£'000	£'000	£'000	
Information Technology Initiatives					
(a) General IT Developments	P06DA	n/a	35	58	Includes additional expenditure associated with Modern.Gov system (£12,000) and SQL server licences (£13,000) required following a compliance audit.
(b) Document Management System Expansion	P06DE	51	9		
(c) Cash Receipting System	P06DB	61	4	4	
(d) Tablets for Members / Senior Officers	P06DC		23	24	
Total Information Technology Initiatives to Summary		112	71	86	
Other Schemes					
(a) Christmas Displays Capital Grant	P06FG	19	5	5	
(b) Local Strategic Partnership Less Performance Reward Grant	P06FJ	129 (149)	20	6	
Sub-total		(20)	20	6	
Total Other Schemes to Summary		(1)	25	11	

CAPITAL PLAN MONITORING STATEMENT 2013/14 TO 31 MARCH 2014
CORPORATE

	Code	Expenditure To 31/03/13	2013/14 Estimate Inc Prior Year Slippage	2013/14 Actual to 31 March 2014	
<u>Capital Renewals</u>	P06FA	£'000	£'000	£'000	
(i) General					
Departmental Administration	GR01	n/a	44	3	}
Council Offices	GR02	n/a			}
Print Unit	GR03	n/a	46		}
Photocopiers	GR04	n/a	1	4	}
Telephones	GR05	n/a	4		}
Snack Facilities	GR06	n/a	13		}
Tonbridge Christmas Lighting	GR09	n/a			}
Sub-total		n/a	108	7	}
(ii) Information Technology	P06FB	n/a	369	227	}
Provision for Inflation / Savings Target	P06FZ	n/a	(95)		}
Total Capital Renewals to Summary		n/a	382	234	

2013/14