

2014/15

Revenue and Capital Outturn



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General Fund Revenue Outturn 2014/15
SUMMARY

	ORIGINAL ESTIMATE	2014/15 REVISED ESTIMATE	PROVISIONAL OUTTURN
	£	£	£
Corporate Services	2,915,350	3,006,000	2,931,732
Chief Executive	763,100	1,209,600	1,075,557
Director of Central Services	236,650	45,950	113,782
Director of Finance & Transformation	1,972,250	2,172,300	2,211,262
Director of Planning, Housing & Environmental Health	4,069,750	3,903,950	3,192,360
Director of Street Scene & Leisure	8,327,450	8,348,900	8,496,373
Sub Total	18,284,550	18,686,700	18,021,066
Capital Accounting Reversals			
Non-Current Asset Depreciation	(2,502,550)	(2,533,700)	(2,493,939)
Non-Current Asset Impairment	-	-	(77,174)
Contributions to / (from) Reserves			
Building Repairs Reserve			
Withdrawals to fund expenditure	(646,800)	(715,450)	(691,693)
Contribution to Reserve	650,000	750,000	750,000
Earmarked Reserves (see page S 2)			
Contributions from Reserves	(353,500)	(1,167,900)	(770,747)
Contributions to Reserves	765,000	765,000	1,634,795
Revenue Reserve for Capital Schemes			
Withdrawals to fund expenditure			
Non-Current Assets	(1,507,750)	(1,081,000)	(812,773)
Revenue Expenditure Funded from Capital	(693,250)	(595,000)	(237,638)
Other contributions to / (from) Reserve (net)	450,000	390,000	378,646
Capital Expenditure Charged to General Fund	1,507,750	1,081,000	812,773
International Accounting Standard 19			
Retirement Benefit Costs	3,778,000	4,035,000	4,140,000
Employers Pension Contributions	(2,359,200)	(2,411,000)	(2,691,000)
Contribution to / (from) Pensions Reserve	(1,418,800)	(1,624,000)	(1,449,000)
Government Grants			
New Homes Bonus	(2,395,850)	(2,395,850)	(2,395,874)
New Homes Bonus Returned In-Year	-	(6,850)	(6,845)
Community Right to Challenge New Burden Grant	(8,550)	(8,550)	(8,547)
Community Right to Bid New Burden Grant	(7,850)	(7,850)	(7,855)
Transparency Code New Burden Grant	-	-	(5,615)
Repair and Renew Grant Scheme - Admin Grant	-	-	(6,410)
Contributions from KCC	(122,000)	(116,250)	(116,240)
VAT Refund	-	(63,950)	(63,968)
Release of Provision	-	(20,000)	(20,000)
Revenue Adjustments	-	-	1,626
Sub Total	13,419,200	12,960,350	13,883,588
National Non-Domestic Rates			
Share of National Non-Domestic Rates	(21,822,349)	(21,139,149)	(21,205,328)
Tariff / (Top Up)	19,772,404	19,772,404	19,772,404
Levy / (Safety Net)	-	(70,550)	(839,065)
Flood Relief Grant	-	(34,950)	(43,588)
Small Business Rate Relief Doubling Grant	-	(364,050)	(345,595)
Retail Relief Grant	-	(178,150)	(178,685)
2% Inflation Cap Grant	-	-	(12,025)
Long Term Empty Property Re-occupation Relief Grant	-	(10,100)	-
New Build Empty Property Relief Grant	-	-	(10,213)
2013/14 Adjustment	-	513,600	513,599
Revenue Support Grant	(2,307,173)	(2,307,173)	(2,307,173)
Collection Fund Adjustments			
Council Tax (Surplus) / Deficit	(96,803)	(96,803)	(96,803)
National Non-Domestic Rates (Surplus) / Deficit	532,727	532,727	532,727
Sub Total	9,498,006	9,578,156	9,663,843
Contribution to / (from) General Revenue Reserve	(1,076,850)	(1,157,000)	(1,242,687)
Balance to be met from Council Tax Payers	8,421,156	8,421,156	8,421,156

General Fund Revenue Outturn 2014/15
EARMARKED RESERVES

	ORIGINAL ESTIMATE	2014/15 REVISED ESTIMATE	PROVISIONAL OUTTURN
	£	£	£
Contributions from Earmarked Reserves			
Borough Signage Reserve	-	(1,200)	(5,402)
Business Rates Retention Scheme Reserve	-	(400,000)	-
Business Support Scheme Reserve	-	(222,000)	(250,000)
Community Enhancement / Development Reserve	(100,000)	(230,000)	(153,026)
Crime & Disorder Initiatives Reserve	-	-	(18,950)
Democratic Representation Reserve	-	(5,000)	(5,032)
Elections Reserve	-	(2,200)	-
Environmental Health Initiatives Reserve	-	(5,000)	(13,457)
Flood Recovery & Defence Reserve	-	(65,550)	(76,000)
High Street Innovation / Economic Development Reserve	-	(27,350)	(37,401)
Housing & Welfare Reform Reserve	-	(9,450)	(7,825)
Housing Survey Reserve	(3,000)	-	-
Invest to Save Reserve	-	(1,900)	(1,900)
Local Development Framework Reserve	(30,000)	(30,000)	(34,670)
Local Strategic Partnership Reserve	-	(4,500)	(4,518)
Planning Inquiries Reserve	(35,000)	(35,000)	(8,105)
Repossessions Prevention Fund Reserve	(5,500)	(4,000)	(563)
Road Closures Reserve	-	-	(2,638)
Social Housing Fraud Initiative Reserve	-	(1,900)	(1,875)
Supporting People Reserve	-	-	(1,100)
Tonbridge & Malling Leisure Trust Reserve	-	-	(18,530)
Tonbridge Environmental Schemes Reserve	(100,000)	(100,000)	(100,000)
Tonbridge Town Centre Reserve	(80,000)	(22,850)	(22,568)
Training & IIP Accreditation Reserve	-	-	(7,187)
	(353,500)	(1,167,900)	(770,747)
Contributions to Earmarked Reserves			
Business Rates Retention Scheme Reserve	-	-	755,132
Elections Reserve	25,000	25,000	58,295
High Street Innovation / Economic Development Reserve	-	-	23,000
Housing Assistance Reserve	-	-	26,354
Local Development Framework Reserve	40,000	40,000	40,000
Public Health Reserve	-	-	4,014
River Wall at Wouldham Reserve	700,000	700,000	700,000
Transformation Reserve	-	-	28,000
	765,000	765,000	1,634,795

CORPORATE SERVICES

SUMMARY

	ORIGINAL ESTIMATE	2014/15 REVISED ESTIMATE	PROVISIONAL OUTTURN
	£	£	£
1 SALARIES AND ONCOSTS	11,597,000	11,539,550	11,477,687
2 OVERHEAD EXPENSES	4,232,000	4,301,550	4,010,311
3 RECHARGES TO SERVICE BUDGETS	(15,092,500)	(14,974,600)	(14,629,430)
	<hr/>	<hr/>	<hr/>
NON DISTRIBUTED COSTS	736,500	866,500	858,568
4 DEMOCRATIC REPRESENTATION	1,557,000	1,501,800	1,442,495
5 CORPORATE MANAGEMENT	618,050	628,450	621,509
6 CAPITAL PROGRAMME - REVENUE EXP.	3,800	9,250	9,160
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	2,915,350	3,006,000	2,931,732
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Full Time Equivalent Number of Staff (including Support Service Staff)	25.78	25.13	

CORPORATE SERVICES

	ORIGINAL ESTIMATE	2014/15 REVISED ESTIMATE	PROVISIONAL OUTTURN
	£	£	£
1 <u>SALARIES AND ONCOSTS</u>			
(a) <u>Salaries</u>			
Salaries (see analysis on page CS 17)	8,279,650	8,125,500	7,997,498
Employers' National Insurance Contributions	620,400	593,850	587,566
Employers' Superannuation Contributions	1,076,200	1,088,650	1,067,708
Superannuation Backfunding Lump Sum	1,322,000	1,322,000	1,322,000
Senior Management Restructure Phase 2	32,500	-	-
Staff Turnover Saving	(140,000)	(80,000)	-
Apprenticeship Scheme	16,500	11,200	7,703
	<hr/>	<hr/>	<hr/>
	11,207,250	11,061,200	10,982,475 a)
	<hr/>	<hr/>	<hr/>
Full Time Equivalent Number of Staff (including Support Service Staff)	253.11	252.16	
(b) <u>Termination Payments</u>			
Additional Annual Pension Contributions	303,000	295,000	293,151
Long Service Awards	-	1,650	3,159
Redundancy Payments	-	91,450	92,154
	<hr/>	<hr/>	<hr/>
	303,000	388,100	388,464
	<hr/>	<hr/>	<hr/>
(c) <u>Recruitment & Training</u>			
Advertising & Other Recruitment Costs	1,500	8,500	14,553 b)
Training - Course Fees & Expenses	80,000	75,000	82,187 c)
Health Screening & Miscellaneous	3,250	4,750	8,170 d)
Employee Support Scheme	2,000	2,000	1,838
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	86,750	90,250	106,748
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	11,597,000	11,539,550	11,477,687
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a) Management savings generated on the permanent establishment.

b) Specific recruitment expenditure met from management savings.

c) Additional expenditure on training and development has been met from an earmarked reserve.

d) Higher than anticipated health screening expenditure in second half of the financial year.

CORPORATE SERVICES

2 OVERHEAD EXPENSES

(a) COUNCIL OFFICES

Employees

Salaries	141,650	138,450	136,394
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Premises Related Expenses

Maintenance of Grounds	5,900	5,900	6,328
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Energy Costs :

Electricity	83,000	83,000	71,312 a)
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Gas	30,000	26,000	29,466
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Rates	240,450	238,850	238,870
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Water Services :

Water Charges (metered)	4,000	4,400	4,318
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Sewerage & Environmental Services	5,900	6,400	6,393
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Fixture & Fittings	3,000	3,000	2,923
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Cleaning & Domestic Supplies	5,000	5,500	4,658
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Insurance	19,350	19,000	18,988
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Repairs expenditure	323,700	334,450	331,642
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Supplies & Services

Equipment, Furniture & Materials	900	1,400	1,862
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Clothing, Uniforms & Laundry	4,850	5,450	5,761
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Trade Refuse Charges	9,000	9,300	8,569
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Security / Cleaning	10,000	10,500	11,826
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Miscellaneous Services	8,400	8,350	8,138
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	895,100	899,950	887,448

Less Income

Customer & Client Receipts	(1,800)	(3,000)	(6,420)
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Solemnization of Marriages	(12,000)	(14,000)	(15,840)
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Hire of Tonbridge Council Chamber	(2,500)	(2,500)	(606)
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Police Accommodation Licence Fee	(25,750)	(25,450)	(25,338)
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	(42,050)	(44,950)	(48,204)

Sub-total

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	853,050	855,000	839,244

Central, Departmental & Technical Support Services

Central Salaries & Administration	31,300	27,150	26,277
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Information Technology Expenses	4,650	4,700	4,708
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Departmental Administrative Expenses	27,350	25,850	23,302
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Depreciation & Impairment

Non-Current Asset Depreciation	148,750	148,750	148,765
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Non-Current Asset Impairment	-	-	(168,833) b)
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	1,065,100	1,061,450	873,463

Full Time Equivalent Number of Staff

(including Support Service Staff)	5.77	5.40	
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a) Reduced costs achieved through flexible procurement option via Laser buying consortium.

b) Reflects impairment reversal of Council Offices following revaluation.

CORPORATE SERVICES

	ORIGINAL ESTIMATE	2014/15 REVISED ESTIMATE	PROVISIONAL OUTTURN
	£	£	£
2 <u>OVERHEAD EXPENSES-Continued</u>			
(b) <u>PRINTING SECTION & MULTI FUNCTION DEVICES</u>			
Employees			
Salaries	99,700	93,700	94,677
Supplies & Services			
Purchases	3,200	2,000	1,667
Print Room Maintenance & Copy Charges	36,000	36,000	26,767 a)
Multi Function Device Copy Charges	21,000	18,000	18,538
Paper	23,350	24,350	23,249
	<hr/>	<hr/>	<hr/>
	183,250	174,050	164,898
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Less Income			
Sales	(31,550)	(26,050)	(31,237)
Leisure Trust Receipts	(3,000)	(3,000)	(4,273)
Recharges to Other Services	-	(11,500)	(16,159)
	<hr/>	<hr/>	<hr/>
	(34,550)	(40,550)	(51,669)
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<u>Sub-total</u>	148,700	133,500	113,229
Central, Departmental & Technical Support Services			
Office Accommodation	38,750	39,300	31,023
Central Salaries & Administration	19,100	17,400	16,424
Information Technology Expenses	-	4,700	4,708
Departmental Administrative Expenses	15,600	14,700	12,842
Depreciation & Impairment			
Non-Current Asset Depreciation	38,400	37,400	34,651
Non-Current Asset Impairment	-	-	1,746
	<hr/>	<hr/>	<hr/>
	260,550	247,000	214,623
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Full Time Equivalent Number of Staff (including Support Service Staff)	3.90	3.34	

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

CORPORATE SERVICES

	ORIGINAL ESTIMATE	2014/15 REVISED ESTIMATE	PROVISIONAL OUTTURN
	£	£	£
2 <u>OVERHEAD EXPENSES-Continued</u>			
(c) <u>CUSTOMER SERVICES</u>			
Employees			
Salaries	320,850	316,950	310,024
Premises Related Expenses			
Rent	5,200	5,200	3,250
Supplies & Services			
Purchases	650	650	280
Uniforms	800	500	454
Stationery	500	400	64
Community Outreach	18,000	12,000	12,000
Postage	600	700	380
Mobile Telephones	1,000	1,000	920
Office Security	34,000	34,000	33,545
	<hr/>	<hr/>	<hr/>
	381,600	371,400	360,917
Less Income			
Tonbridge Gateway Agreement / Licence	(132,550)	(133,600)	(131,078)
Gateway Partner Receipts	(12,900)	(4,100)	(9,132)
	<hr/>	<hr/>	<hr/>
<u>Sub-total</u>	236,150	233,700	220,707
Central, Departmental & Technical Support Services			
Central Salaries & Administration	47,650	43,450	43,090
Information Technology Expenses	71,050	44,350	44,350
Departmental Administrative Expenses	100,000	111,150	106,627
	<hr/>	<hr/>	<hr/>
	454,850	432,650	414,774
	<hr/>	<hr/>	<hr/>
Full Time Equivalent Number of Staff (including Support Service Staff)	11.53	11.29	

CORPORATE SERVICES

	ORIGINAL ESTIMATE	2014/15 REVISED ESTIMATE	PROVISIONAL OUTTURN
	£	£	£
2 <u>OVERHEAD EXPENSES-Continued</u>			
(d) <u>GENERAL ADMINISTRATION</u>			
Employees			
Salaries	17,100	16,850	16,501
Supplies & Services			
Insurance	99,900	104,650	104,627
Advertising	350	-	-
Post Delivery Guarantee	3,000	-	(296)
Council Diaries & Handbooks (Net Cost)	350	-	-
Miscellaneous Services	300	-	-
First Aid Supplies	400	150	250
Copyright Licence	2,350	3,000	2,913
Equality Issues	1,000	1,000	641
	<hr/>	<hr/>	<hr/>
	124,750	125,650	124,636
Less Income			
Old Plant & Equipment	(150)	(150)	(1,210)
	<hr/>	<hr/>	<hr/>
<u>Sub-total</u>	124,600	125,500	123,426
Central, Departmental & Technical Support Services			
Central Salaries & Administration	29,400	35,950	36,219
Departmental Administrative Expenses	2,700	2,400	2,102
	<hr/>	<hr/>	<hr/>
	156,700	163,850	161,747
	<hr/>	<hr/>	<hr/>
Full Time Equivalent Number of Staff (including Support Service Staff)	1.10	1.11	

CORPORATE SERVICES

2	<u>OVERHEAD EXPENSES-Continued</u>	ORIGINAL ESTIMATE	2014/15 REVISED ESTIMATE	PROVISIONAL OUTTURN
		£	£	£
	(e) <u>DEPARTMENTAL ADMINISTRATION</u>			
	Staff Transport Related Expenses			
	Car & Travelling Allowances	258,850	254,250	257,795
	Supplies & Services			
	Equipment, Furniture & Materials	11,100	19,750	19,780
	Office Equipment - Maintenance	4,500	4,100	3,451
	Protective Clothing	550	1,000	971
	External Printing & Stationery	14,400	12,750	7,645
	Postage	42,600	39,650	34,409
	Telephones - Calls	10,000	8,000	5,505
	Telephones - Other Costs	52,150	50,300	45,261
	Mobile Telephones & Pagers	5,850	4,500	4,751
	Subscriptions to Organisations	21,900	19,600	18,382
	Reference Books & Publications	27,500	26,900	20,648
	Subsistence Allowances	5,750	2,250	1,224
	Legal Expenses	57,000	57,000	32,529 a)
	Professional Membership Fees	16,100	16,000	19,373
	Insurance & Other Expenses	1,100	800	679
	Contracted Services	2,750	2,750	1,163
	Data Protection Act Registration	2,550	2,550	2,355
	Advertising	-	800	841
		534,650	522,950	476,762
	Less Income			
	Recovery of Court Costs	(2,000)	(2,000)	(2,263)
	Customer & Client Receipts	(5,000)	(4,000)	(5,352)
	Partnership Receipts	(102,150)	(54,550)	(53,492)
	Leisure Trust Receipts	(149,500)	(149,500)	(149,500)
		(258,650)	(210,050)	(210,607)
	<u>Sub-total</u>	276,000	312,900	266,155
	Depreciation & Impairment			
	Non-Current Asset Depreciation	32,000	20,450	12,692 b)
		308,000	333,350	278,847

a) Costs relating to planning inquiries lower than anticipated.

b) Primarily reflects delay in implementation of the new Lync telephone system.

CORPORATE SERVICES

2 OVERHEAD EXPENSES- Continued

(f) SNACK FACILITIES

Supplies & Services

Drinks Machine Purchases
Maintenance of Equipment

5,600
150

5,600
150

7,189
22

5,750

5,750

7,211

Less Income

Customer & Client Receipts
Recharges to Other Services

(200)
(9,000)

(200)
-

(199)
-

Sub-total

(3,450)

5,550

7,012

Central, Departmental & Technical Support Services

Central Salaries & Administration

3,550

3,000

2,922

Depreciation & Impairment

Non-Current Asset Depreciation

2,300

200

215

2,400

8,750

10,149

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

0.12

0.11

CORPORATE SERVICES

2 OVERHEAD EXPENSES-Continued

(g) INFORMATION TECHNOLOGY SERVICES

Employees

Salaries

830,100

837,900

847,878

Transport Related Expenses

Public Transport

250

250

300

Supplies & Services

Equipment - Purchases

4,000

3,000

2,549

Equipment - Maintenance

66,850

81,500

53,680 a)

Printing & Stationery

6,000

7,000

8,021

Insurance

7,100

7,550

7,336

Reference Books & Publications

100

100

78

Subsistence Allowances

450

450

-

Other Expenses

9,350

1,700

1,688

Software Support, Hire & Maintenance

407,850

460,000

482,587 b)

Telephone leased lines and modems

40,850

45,350

55,486 c)

Kent Connects

20,000

20,000

20,000

Sub-total

1,392,900

1,464,800

1,479,603

Central, Departmental & Technical Support Services

Office Accommodation

110,150

111,100

91,667 d)

Central Salaries & Administration

38,750

23,250

22,088

Departmental Administrative Expenses

87,300

97,150

94,366

Depreciation & Impairment

Non-Current Asset Depreciation

355,300

358,200

368,984 e)

1,984,400

2,054,500

2,056,708

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

19.19

19.08

- a) Reflects re-profiling of the annual maintenance charge of the replacement Storage Area Network following delay in implementation.
- b) Additional software requirements associated with ongoing IT strategy initiatives.
- c) Kent Public Services Network charges higher than estimated due to increased bandwidth usage in the last 12 months.
- d) Reflects impairment reversal of Council Offices following revaluation (see page CS 3).
- e) Higher costs associated with replacement storage system partially offset by a reduction in spend on software.

CORPORATE SERVICES

	ORIGINAL ESTIMATE £	2014/15 REVISED ESTIMATE £	PROVISIONAL OUTTURN £
3 <u>SALARIES & OVERHEADS</u>			
Salaries & Oncosts	11,597,000	11,539,550	11,477,687
Overheads			
(a) Council Offices	1,065,100	1,061,450	873,463
(b) Printing & Multi Function Devices	260,550	247,000	214,623
(c) Customer Services	454,850	432,650	414,774
(d) Administration - General	156,700	163,850	161,747
(e) Administration - Departmental	308,000	333,350	278,847
(f) Snack Facilities	2,400	8,750	10,149
(g) Information Technology Services	1,984,400	2,054,500	2,056,708
	<hr/>	<hr/>	<hr/>
	15,829,000	15,841,100	15,487,998
Less Recharge to :	<hr/>	<hr/>	<hr/>
Planning, Housing & Environmental Health	(5,730,150)	(5,586,200)	(5,440,623)
Street Scene & Leisure	(1,799,150)	(1,834,050)	(1,791,753)
Central Services	(939,800)	(890,050)	(593,072)
Finance & Transformation	(2,326,600)	(2,425,100)	(2,384,262)
Corporate Services	(1,815,250)	(1,785,850)	(1,734,663)
Chief Executive	(443,850)	(443,050)	(716,030)
Other Services	(1,000)	(850)	(838)
Holding Accounts	(2,036,700)	(2,009,450)	(1,968,189)
	<hr/>	<hr/>	<hr/>
	(15,092,500)	(14,974,600)	(14,629,430)
	<hr/>	<hr/>	<hr/>
<u>Sub-total</u>	736,500	866,500	858,568
	<hr/>	<hr/>	<hr/>
<u>TO SUMMARY</u>	736,500	866,500	858,568
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CORPORATE SERVICES

	ORIGINAL ESTIMATE	2014/15 REVISED ESTIMATE	PROVISIONAL OUTTURN
	£	£	£
4 <u>DEMOCRATIC REPRESENTATION & MANAGEMENT</u>			
(a) <u>DEMOCRATIC ADMINISTRATION</u>			
Employees			
# Salaries	361,100	354,550	355,810
Premises Related Expenses			
Accommodation Expenses (Forum/Area1)	7,500	7,500	7,751
Supplies & Services			
Members' Meeting Expenses	2,500	2,000	1,020
Twinning Committee Expenses	4,000	4,000	837
Remuneration Panel Expenses	2,800	2,000	-
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<u>Sub-total</u>	377,900	370,050	365,418
Central, Departmental & Technical Support Services			
Accommodation & Printing Services	98,750	71,100	48,006 a)
# Central Salaries & Administration	274,700	271,900	263,094
Information Technology Expenses	16,050	14,600	14,673
# Departmental Administrative Expenses	126,050	121,800	114,623
	<hr/>	<hr/>	<hr/>
	893,450	849,450	805,814
	<hr/>	<hr/>	<hr/>
Full Time Equivalent Number of Staff (including Support Service Staff)	15.01	14.11	

Memorandum

Service Salary & Overhead Allocations to Democratic Administration

Administration & Property Services	314,900	311,450	303,360
Chief Executives' Service	69,100	62,700	59,490
Environmental Health & Hsg Services	20,850	21,100	20,750
Financial Services	68,850	71,950	71,347
Legal Services	2,600	3,150	2,978
Street Scene & Leisure Services	106,550	103,650	102,291
Personnel Services	9,950	10,100	10,029
Planning & Transportation Services	169,050	164,150	163,282
	<hr/>	<hr/>	<hr/>
	761,850	748,250	733,527
	<hr/>	<hr/>	<hr/>

a) Reduction in printing costs attributable to Members.

CORPORATE SERVICES

	ORIGINAL ESTIMATE £	2014/15 REVISED ESTIMATE £	PROVISIONAL OUTTURN £
(b) <u>PAYMENTS TO MEMBERS</u>			
Transport Related Expenses			
Members' Travel & Subsistence	12,000	10,000	7,425
Supplies and Services			
Basic Allowance	271,750	269,700	269,724
Special Responsibility Allowance	136,700	125,900	126,210
Mayors' and Deputy Mayors' Allowance	7,400	7,400	7,410
Members' National Insurance	12,000	11,000	8,948
Carers' Allowance	800	800	12
	<hr/>	<hr/>	<hr/>
<u>Sub-total</u>	440,650	424,800	419,729
Central, Departmental & Technical Support Services			
Central Salaries & Administration	21,750	23,550	23,743
Information Technology Expenses	3,150	3,250	3,249
	<hr/>	<hr/>	<hr/>
	465,550	451,600	446,721
	<hr/>	<hr/>	<hr/>
Full Time Equivalent Number of Staff (including Support Service Staff)	0.59	0.54	

CORPORATE SERVICES

	ORIGINAL ESTIMATE	2014/15 REVISED ESTIMATE	PROVISIONAL OUTTURN
	£	£	£
(c) <u>MAYORAL & OTHER MEMBER SUPPORT (INC. MEMBER TRAINING)</u>			
Employees			
Salaries	45,550	45,650	44,627
Transport Related Expenses			
Mayors' Transport Allowance	21,500	15,000	10,661 a)
Supplies and Services			
Stationery	100	-	-
Subscriptions	20,350	20,600	20,415
Insurance	50	50	44
Civic Hospitality	7,000	7,000	6,701
Mobile Telephones	50	-	-
Other Expenses	1,500	1,500	1,920
	<hr/>	<hr/>	<hr/>
<u>Sub-total</u>	96,100	89,800	84,368
Central, Departmental & Technical Support Services			
Central Salaries & Administration	67,950	63,150	58,207
Information Technology Expenses	10,100	25,200	25,187
Departmental Administrative Expenses	23,850	22,600	22,198
	<hr/>	<hr/>	<hr/>
	198,000	200,750	189,960
	<hr/>	<hr/>	<hr/>
Full Time Equivalent Number of Staff (including Support Service Staff)	2.62	2.58	
 <u>SUMMARY</u>			
(a) DEMOCRATIC ADMINISTRATION	893,450	849,450	805,814
(b) PAYMENTS TO MEMBERS	465,550	451,600	446,721
(c) MAYORAL & OTHER MEMBER SUPPORT INC. MEMBER TRAINING	198,000	200,750	189,960
	<hr/>	<hr/>	<hr/>
<u>TO SUMMARY</u>	1,557,000	1,501,800	1,442,495
	<hr/>	<hr/>	<hr/>

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

CORPORATE SERVICES

	ORIGINAL ESTIMATE £	2014/15 REVISED ESTIMATE £	PROVISIONAL OUTTURN £
5 <u>CORPORATE MANAGEMENT</u>			
(a) <u>CORPORATE POLICY</u>			
Employees			
# Salaries	87,550	90,750	91,168
Supplies and Services			
Consultation & Other Expenses	1,000	300	299
	<hr/>	<hr/>	<hr/>
<u>Sub-total</u>	88,550	91,050	91,467
Central, Departmental & Technical Support Services			
# Central Salaries & Administration	369,350	380,100	374,662
Information Technology Expenses	-	-	28
# Departmental Administrative Expenses	21,650	23,900	23,082
	<hr/>	<hr/>	<hr/>
	479,550	495,050	489,239
	<hr/>	<hr/>	<hr/>
Full Time Equivalent Number of Staff (including Support Service Staff)	6.28	6.54	
(b) <u>PUBLIC ACCOUNTABILITY</u>			
Supplies and Services			
Professional Fees	-	2,900	2,869
Advertising	-	350	180
External Audit Fees	64,650	56,750	55,885
Central, Departmental & Technical Support Services			
Central Salaries & Administration	73,850	73,400	73,318
Information Technology Expenses	-	-	18
	<hr/>	<hr/>	<hr/>
	138,500	133,400	132,270
	<hr/>	<hr/>	<hr/>
Full Time Equivalent Number of Staff (including Support Service Staff)	1.22	1.24	
<u>SUMMARY</u>			
(a) CORPORATE POLICY	479,550	495,050	489,239
(b) PUBLIC ACCOUNTABILITY	138,500	133,400	132,270
	<hr/>	<hr/>	<hr/>
<u>TO SUMMARY</u>	618,050	628,450	621,509
	<hr/>	<hr/>	<hr/>

CORPORATE SERVICES

	ORIGINAL ESTIMATE	2014/15 REVISED ESTIMATE	PROVISIONAL OUTTURN
	£	£	£
Memorandum			
# Service Allocations to Corporate Policy			
Admin & Property Services	81,350	74,850	75,530
Chief Executives' Service	159,600	175,800	171,131
Environmental Health & Housing Services	14,150	14,550	14,495
Financial Services	114,350	115,100	113,724
Street Scene & Leisure Services	28,450	32,150	32,053
Legal	1,650	1,200	1,146
Personnel Services	12,350	13,100	13,131
Planning & Transportation Services	66,650	68,000	67,702
	<hr/>	<hr/>	<hr/>
	478,550	494,750	488,912
	<hr/>	<hr/>	<hr/>

CORPORATE SERVICES

6 CAPITAL PROGRAMME REVENUE EXP.

Employees

Salaries

ORIGINAL ESTIMATE £	2014/15 REVISED ESTIMATE £	PROVISIONAL OUTTURN £
116,900	114,000	116,075
Central, Departmental & Technical Support Services		
# Central Salaries & Administration	38,000	35,300
Information Technology Expenses	6,500	5,300
# Departmental Administrative Expenses	52,450	45,750
Sub-total	213,850	198,970
Less Recharges to :		
Planning, Housing & Environmental Health	(110,950)	(98,674)
Street Scene & Leisure	(99,100)	(91,136)
TO SUMMARY	3,800	9,160
Full Time Equivalent Number of Staff (including Support Service Staff)	3.61	3.50
Less FTE recharged to Services	(3.55)	(3.38)
Net FTE retained on Corporate Services	0.06	0.12

Central, Departmental & Technical Support Services

Central Salaries & Administration

Information Technology Expenses

Departmental Administrative Expenses

Sub-total

Less Recharges to :

Planning, Housing & Environmental Health

Street Scene & Leisure

TO SUMMARY

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

Less FTE recharged to Services

Net FTE retained on Corporate Services

Memorandum

Service Allocations to Capital Programme

Administration & Property Services

Financial Services

Legal Services

Street Scene & Leisure Services

Planning & Transportation Services

7,850	7,750	7,689
30,150	25,150	24,273
-	2,450	2,290
19,300	20,500	20,289
150,050	139,200	139,094
207,350	195,050	193,635

EMPLOYEES - SALARIES

SERVICE ANALYSIS OF EXPENDITURE

	Basic Salaries	Overtime	Temporary Staff	Total Salaries	Council Contributions Nat. Ins.	Supern.	Total Salaries & Oncosts
	£	£	£	£	£	£	£
<u>2014/15 ESTIMATE</u>							
Original Estimate	7,865,700	31,950	382,000	8,279,650	620,400	1,076,200	9,976,250
Revised Estimate	7,625,100	48,100	452,300	8,125,500	593,850	1,088,650	9,808,000
<u>2014/15 OUTTURN</u>							
Service							
Administration & Property	631,562	12,276	1,796	645,634	47,585	91,837	785,056
Environmental Health & Housing	938,877	4,363	689	943,929	72,909	135,738	1,152,576
Executive	318,632	4,744	10,447	333,823	31,704	47,886	413,413
Information Technology	604,007	-	46,230	650,237	52,228	82,182	784,647
Finance	1,368,198	13,693	297,209	1,679,100	103,499	193,957	1,976,556
Legal	304,688	6,086	18,519	329,293	24,024	47,986	401,303
Street Scene & Leisure	902,313	3,897	46,748	952,958	70,215	131,988	1,155,161
Personnel	491,275	5,254	41,397	537,926	33,160	66,079	637,165
Planning & Transportation	1,870,096	4,975	49,527	1,924,598	152,242	270,055	2,346,895
	7,429,648	55,288	512,562	7,997,498	587,566	1,067,708	9,652,772

CHIEF EXECUTIVE

SUMMARY

	ORIGINAL ESTIMATE	2014/15 REVISED ESTIMATE	PROVISIONAL OUTTURN
	£	£	£
1 COMMUNITY DEVELOPMENT	93,350	127,450	104,907
2 ELECTIONS	334,400	355,150	313,323
3 GRANTS & PAYMENTS	262,450	393,400	314,247
4 CLIMATE CHANGE	19,550	8,450	7,422
5 ECONOMIC DEVELOPMENT & REGENER'N	53,350	325,150	335,658
	<hr/>	<hr/>	<hr/>
	763,100	1,209,600	1,075,557
	<hr/>	<hr/>	<hr/>
Full Time Equivalent Number of Staff (including Support Service Staff)	7.64	7.74	

CHIEF EXECUTIVE

	ORIGINAL ESTIMATE	2014/15 REVISED ESTIMATE	PROVISIONAL OUTTURN
	£	£	£
1 <u>COMMUNITY DEVELOPMENT</u>			
Employees			
Salaries	43,600	40,400	37,427
Supplies & Services			
Local Strategic Partnership	5,000	5,000	5,081
Community Development Partnership	15,000	23,500	23,865
Troubled Families Initiatives	-	19,150	17,500
Capital Grants and Contributions (RECS)	-	18,000	-
	<hr/>	<hr/>	<hr/>
	63,600	106,050	83,873
Less Income			
Contributions from Other Bodies	-	(10,150)	(10,125)
	<hr/>	<hr/>	<hr/>
<u>Sub-total</u>	63,600	95,900	73,748
Central, Departmental & Technical Support Services			
Central Salaries & Administration	13,250	17,850	17,671
Departmental Administrative Expenses	16,500	13,700	13,488
	<hr/>	<hr/>	<hr/>
<u>TO SUMMARY</u>	93,350	127,450	104,907
	<hr/>	<hr/>	<hr/>
Full Time Equivalent Number of Staff (including Support Service Staff)	1.08	1.05	

- a) Reflects slippage of Community Partnership Initiatives and remaining Local Strategic Partnership Capital Plan schemes to 2015/16.

CHIEF EXECUTIVE

2 ELECTIONS

(a) ELECTORAL REGISTRATION

Employees

Salaries	64,900	60,150	65,236
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Supplies & Services

Equipment & Materials - Purchases	18,500	17,000	13,354 a)
Stationery	150	150	25 a)
Reference Books & Publications	1,000	1,000	1,264 a)
Postages	35,900	82,000	59,549 a)

120,450	160,300	139,428
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Less Income

Government Grant	(25,000)	(45,350)	(45,470) a)
Sale of Registers	(1,000)	(1,000)	(2,366) a)

Sub-total

94,450	113,950	91,592
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Central, Departmental & Technical Support Services

Central Salaries & Administration	59,000	58,500	58,015
Information Technology Expenses	28,150	33,900	34,040
Departmental Administrative Expenses	46,400	39,150	30,315

Depreciation & Impairment

Non-Current Asset Depreciation	-	6,000	4,999
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228,000	251,500	218,961
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Full Time Equivalent Number of Staff (including Support Service Staff)	3.74	3.78
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- a) Costs associated with the introduction of Individual Electoral Registration were lower than anticipated. The balance of the Government grant received to cover this expenditure has been transferred to an earmarked reserve for use in future years.

CHIEF EXECUTIVE

	ORIGINAL ESTIMATE	2014/15 REVISED ESTIMATE	PROVISIONAL OUTTURN
	£	£	£
(b) <u>CONDUCT OF ELECTIONS</u>			
Employees			
Salaries	16,700	15,550	16,807
Premises Related Expenses			
Rent	-	200	192
Supplies & Services			
Equipment & Materials - Purchases	-	2,000	2,184
External Printing	-	-	66
	<hr/>	<hr/>	<hr/>
	16,700	17,750	19,249
Less Income			
Government Grant	-	-	(1,026) a)
Fees & Charges	-	-	(7,267) b)
	<hr/>	<hr/>	<hr/>
<u>Sub-total</u>	16,700	17,750	10,956
Central, Departmental & Technical Support Services			
Central Salaries & Administration	67,100	62,800	62,446
Information Technology Expenses	10,750	13,100	13,179
Departmental Administrative Expenses	11,850	10,000	7,781
	<hr/>	<hr/>	<hr/>
	106,400	103,650	94,362
	<hr/>	<hr/>	<hr/>
Full Time Equivalent Number of Staff (including Support Service Staff)	1.79	1.76	
 <u>ELECTIONS</u>			
<u>SUMMARY</u>			
(a) ELECTORAL REGISTRATION	228,000	251,500	218,961
(b) CONDUCT OF ELECTIONS	106,400	103,650	94,362
	<hr/>	<hr/>	<hr/>
<u>TO SUMMARY</u>	334,400	355,150	313,323
	<hr/>	<hr/>	<hr/>

a) The balance of the Government grant received for the purchase of equipment to facilitate Individual Electoral Registration has been transferred to an earmarked reserve to fund future equipment purchases.

b) Income associated with the European election for use of equipment and staff paid for by the Council.

CHIEF EXECUTIVE

	ORIGINAL ESTIMATE	2014/15 REVISED ESTIMATE	PROVISIONAL OUTTURN
	£	£	£
3 <u>GRANTS & PAYMENTS</u>			
Supplies & Services			
Grants to Citizens Advice Bureaux	111,000	111,000	111,000
Grants to Other Charitable & Voluntary Org.	37,500	37,500	36,000
Tonbridge Historic Society Accommodation	2,500	2,500	2,500
Community Enhancement Fund	100,000	230,000	153,026 a)
	<hr/>	<hr/>	<hr/>
<u>Sub-total</u>	251,000	381,000	302,526
Central, Departmental and Technical Support Services			
Central Salaries & Administration	11,250	12,350	11,688
Information Technology Expenses	200	50	33
	<hr/>	<hr/>	<hr/>
<u>TO SUMMARY</u>	262,450	393,400	314,247
	<hr/>	<hr/>	<hr/>
Full Time Equivalent Number of Staff (including Support Service Staff)	0.18	0.18	
4 <u>CLIMATE CHANGE</u>			
Employees			
Salaries	12,500	5,050	4,775
Supplies & Services			
LA21 Initiatives	1,500	1,500	805
	<hr/>	<hr/>	<hr/>
<u>Sub-total</u>	14,000	6,550	5,580
Central, Departmental & Technical Support Services			
Central Salaries & Administration	550	200	177
Information Technology Expenses	-	-	39
Departmental Administrative Expenses	5,000	1,700	1,626
	<hr/>	<hr/>	<hr/>
<u>TO SUMMARY</u>	19,550	8,450	7,422
	<hr/>	<hr/>	<hr/>
Full Time Equivalent Number of Staff (including Support Service Staff)	0.32	0.11	

a) Current level of grants paid that were awarded as part of the final bidding round.

CHIEF EXECUTIVE

5 ECONOMIC DEVELOPMENT & REGENERATION

Employees

Salaries

24,400

40,750

36,384

Supplies & Services

Economic Development Expenses

4,000

4,000

3,688

Area Investment Framework

5,000

5,000

5,000

Business Support

Grants

2,500

2,500

2,500

Accommodation / Parking

5,700

5,700

5,834

Severe Weather Recovery

-

222,000

227,000 a)

Local Retail Centres Support

-

27,350

37,401 b)

Sub-total

41,600

307,300

317,807

Central, Departmental & Technical Support Services

Central Salaries & Administration

2,350

4,600

4,560

Information Technology Expenses

50

50

55

Departmental Administrative Expenses

9,350

13,200

13,236

TO SUMMARY

53,350

325,150

335,658

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

0.53

0.86

a) Business support scheme grants to assist with recovery from severe weather conditions met from a Government grant.

b) Grant funding to support measures to help boost trade in the Borough's local retail centres, to be met from the High Street Innovation Fund.

DIRECTOR OF CENTRAL SERVICES

SUMMARY

	ORIGINAL ESTIMATE	2014/15 REVISED ESTIMATE	PROVISIONAL OUTTURN
	£	£	£
1 TONBRIDGE CASTLE GATEHOUSE	22,900	11,300	5,245
2 COMMUNITY SAFETY	200,050	159,900	176,312
3 INFORMATION & PUBLICITY	139,300	138,850	137,097
4 LOCAL LAND CHARGES	(41,900)	(77,250)	37,153
5 PUBLIC RIGHTS OF WAY	850	800	801
6 INDUSTRIAL ESTATE	(66,100)	(91,850)	(92,299)
7 COMMERCIAL PROPERTY	(250,750)	(249,550)	(247,475)
8 VALE RISE DEPOT	-	-	-
9 LAND REVIEW	138,900	89,950	67,769
10 ITINERANTS	3,600	-	-
11 BOROUGH CHRISTMAS LIGHTING	17,050	16,650	16,434
12 LICENCES	72,750	47,150	12,745
	236,650	45,950	113,782
Full Time Equivalent Number of Staff (including Support Service Staff)	17.46	16.82	

DIRECTOR OF CENTRAL SERVICES

	ORIGINAL ESTIMATE	2014/15 REVISED ESTIMATE	PROVISIONAL OUTTURN
	£	£	£
1 <u>TONBRIDGE CASTLE GATEHOUSE</u>			
Employees			
Salaries	7,350	7,250	7,154
Premises Related Expenses			
Building Repairs Expenditure	18,200	5,450	4,298
Rates	200	200	202
Premises Insurance	5,300	5,250	5,258
Supplies & Services			
Purchases - Equipment & Materials	1,000	850	865
Maintenance - General	3,000	3,000	3,249
Streamline Service	500	500	904
Marketing	6,500	6,000	5,121
Subscriptions	300	200	186
	<hr/>	<hr/>	<hr/>
	42,350	28,700	27,237
Less Income			
Fees & Charges			
Weddings / Hire of Gatehouse	(4,000)	(8,000)	(7,650)
Commission	(1,000)	(1,500)	(1,336)
Tonbridge Castle Attraction	(25,000)	(20,000)	(23,501)
Profit on Stock Sales	(4,500)	(2,000)	(3,441)
	<hr/>	<hr/>	<hr/>
	(34,500)	(31,500)	(35,928)
	<hr/>	<hr/>	<hr/>
<u>Sub-total</u>	7,850	(2,800)	(8,691)
Central, Departmental & Technical Support Services			
Central Salaries & Administration	8,450	7,500	7,485
Information Technology Expenses	1,900	2,000	1,985
Departmental Administrative Expenses	2,700	2,600	2,486
Depreciation & Impairment			
Non-Current Asset Depreciation	2,000	2,000	1,980
	<hr/>	<hr/>	<hr/>
<u>TO SUMMARY</u>	22,900	11,300	5,245
	<hr/>	<hr/>	<hr/>
Full Time Equivalent Number of Staff (including Support Service Staff)	0.41	0.39	

DIRECTOR OF CENTRAL SERVICES

	ORIGINAL ESTIMATE £	2014/15 REVISED ESTIMATE £	PROVISIONAL OUTTURN £
2 <u>COMMUNITY SAFETY</u>			
Employees			
Salaries	65,000	102,200	102,009
Supplies & Services			
Other Community Safety Initiatives	32,200	32,200	51,150 a)
Crime & Disorder Initiatives	20,000	-	-
	<hr/>	<hr/>	<hr/>
	117,200	134,400	153,159
Less Income			
Contribution to Community Safety Staffing	(34,850)	(34,850)	(34,836)
	<hr/>	<hr/>	<hr/>
<u>Sub-total</u>	82,350	99,550	118,323
Central, Departmental & Technical Support Services			
Central Salaries & Administration	75,800	10,250	10,257
Information Technology Expenses	2,650	3,650	3,668
Departmental Administrative Expenses	39,250	46,450	44,064
	<hr/>	<hr/>	<hr/>
<u>TO SUMMARY</u>	200,050	159,900	176,312
	<hr/>	<hr/>	<hr/>
Full Time Equivalent Number of Staff (including Support Service Staff)	3.65	3.62	
3 <u>INFORMATION & PUBLICITY</u>			
Employees			
Salaries	77,650	82,450	83,038
Supplies & Services			
Information and Publicity	12,000	12,000	10,043
	<hr/>	<hr/>	<hr/>
<u>Sub-total</u>	89,650	94,450	93,081
Central, Departmental & Technical Support Services			
Central Salaries & Administration	15,750	11,350	11,297
Information Technology Expenses	3,300	4,900	4,943
Departmental Administrative Expenses	30,600	28,150	27,776
	<hr/>	<hr/>	<hr/>
<u>TO SUMMARY</u>	139,300	138,850	137,097
	<hr/>	<hr/>	<hr/>
Full Time Equivalent Number of Staff (including Support Service Staff)	2.20	2.26	

a) Additional Community Safety Partnership expenditure funded from earmarked reserve.

DIRECTOR OF CENTRAL SERVICES

	ORIGINAL ESTIMATE	2014/15 REVISED ESTIMATE	PROVISIONAL OUTTURN
	£	£	£
4 LOCAL LAND CHARGES			
Employees			
Salaries	131,500	131,400	133,612
Supplies & Services			
NLIS Transmission Fee	20,000	12,250	12,231
Insurance	4,200	4,200	4,198
Kent Highways	21,500	6,000	4,823
Provision for Settlement	-	-	111,777 a)
	<hr/>	<hr/>	<hr/>
	177,200	153,850	266,641
	<hr/>	<hr/>	<hr/>
Less Income			
Fees & Charges	(315,000)	(315,000)	(309,951)
Local Land Charges - Cancellation Fees	(100)	(100)	-
	<hr/>	<hr/>	<hr/>
	(315,100)	(315,100)	(309,951)
	<hr/>	<hr/>	<hr/>
<u>Sub-total</u>	(137,900)	(161,250)	(43,310)
Central, Departmental & Technical Support Services			
Central Salaries & Administration	7,250	15,850	15,524
Information Technology Expenses	32,750	20,750	20,840
Departmental Administrative Expenses	56,000	47,400	44,099
	<hr/>	<hr/>	<hr/>
<u>TO SUMMARY</u>	(41,900)	(77,250)	37,153
	<hr/>	<hr/>	<hr/>
Full Time Equivalent Number of Staff (including Support Service Staff)	4.26	3.98	

Memorandum

Surplus from above	(41,900)	(77,250)	37,153
Share of:			
Democratic Administration	28,950	29,450	28,862
Corporate Management	11,400	12,350	12,436
Non Distributed Costs	13,600	17,000	17,179
	<hr/>	<hr/>	<hr/>
Deficit (Surplus) for Trading Purposes	12,050	(18,450)	95,630

a) Provision for refund of property search fees following settlement.

DIRECTOR OF CENTRAL SERVICES

	ORIGINAL ESTIMATE £	2014/15 REVISED ESTIMATE £	PROVISIONAL OUTTURN £
5 <u>PUBLIC RIGHTS OF WAY</u>			
Employees			
Salaries	200	250	258
Central, Departmental & Technical Support Services			
Central Salaries & Administration	550	450	443
Information Technology Expenses	-	-	6
Departmental Administrative Expenses	100	100	94
	<hr/>	<hr/>	<hr/>
<u>TO SUMMARY</u>	850	800	801
	<hr/>	<hr/>	<hr/>
Full Time Equivalent Number of Staff (including Support Service Staff)	0.02	0.02	
6 <u>INDUSTRIAL ESTATE</u>			
Employees			
Salaries	1,650	1,750	1,751
	<hr/>	<hr/>	<hr/>
	1,650	1,750	1,751
Less Income			
Rents	(71,850)	(96,850)	(97,319)
	<hr/>	<hr/>	<hr/>
<u>Sub-total</u>	(70,200)	(95,100)	(95,568)
Central, Departmental and Technical Support Services			
Central Salaries & Administration	3,100	2,300	2,334
Information Technology Expenses	100	100	103
Departmental Administrative Expenses	900	850	832
	<hr/>	<hr/>	<hr/>
<u>TO SUMMARY</u>	(66,100)	(91,850)	(92,299)
	<hr/>	<hr/>	<hr/>
Full Time Equivalent Number of Staff (including Support Service Staff)	0.11	0.09	

DIRECTOR OF CENTRAL SERVICES

	ORIGINAL ESTIMATE	2014/15 REVISED ESTIMATE	PROVISIONAL OUTTURN
	£	£	£
7 <u>COMMERCIAL PROPERTY</u>			
Employees			
Salaries	5,200	5,400	5,426
Premises Related Expenses			
Insurance	200	200	210
Rates	800	800	777
Repairs Expenditure	6,300	8,800	6,462
	<hr/>	<hr/>	<hr/>
	12,500	15,200	12,875
	<hr/>	<hr/>	<hr/>
Less Income			
Rents - Land	(7,000)	(7,000)	(5,988)
- Shops & Maisonettes	(230,800)	(231,700)	(230,874)
- Offices	(33,300)	(33,300)	(30,616)
	<hr/>	<hr/>	<hr/>
	(271,100)	(272,000)	(267,478)
	<hr/>	<hr/>	<hr/>
<u>Sub-total</u>	(258,600)	(256,800)	(254,603)
Central, Departmental and Technical Support Services			
Central Salaries & Administration	4,300	3,750	3,726
Information Technology Expenses	500	600	592
Departmental Administrative Expenses	3,050	2,900	2,810
	<hr/>	<hr/>	<hr/>
<u>TO SUMMARY</u>	(250,750)	(249,550)	(247,475)
	<hr/>	<hr/>	<hr/>
Full Time Equivalent Number of Staff (including Support Service Staff)	0.23	0.22	

DIRECTOR OF CENTRAL SERVICES

8 VALE RISE DEPOT

Employees

Salaries

6,250

6,450

6,457

Premises Related Expenses

Premises Insurance

150

150

136

Rates

13,950

13,850

13,858

Repairs Expenditure

2,000

2,000

4,341

22,350

22,450

24,792

Less Recharges to Other Services

(33,650)

(34,100)

(36,401)

Sub-total

(11,300)

(11,650)

(11,609)

Central, Departmental and Technical Support Services

Central Salaries & Administration

800

700

693

Departmental Administrative Expenses

2,200

2,100

2,046

Depreciation & Impairment

Non-Current Asset Depreciation

8,300

8,850

8,870

TO SUMMARY

-

-

-

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

0.15

0.15

DIRECTOR OF CENTRAL SERVICES

	ORIGINAL ESTIMATE	2014/15 REVISED ESTIMATE	PROVISIONAL OUTTURN
	£	£	£
9 <u>LAND REVIEW</u>			
Employees			
Salaries	36,800	38,300	38,605
Premises Related Expenses			
Depots held pending disposal / development	1,400	1,450	1,465
Estate Management	600	600	205
Maintenance of Grounds	500	-	-
Rates	1,650	1,650	1,649
Water Services	1,100	550	583
Insurance	1,150	1,250	1,207
Repairs Expenditure	17,800	26,300	6,871 a)
Supplies & Services			
Professional Fees	6,000	6,000	4,364
Tonbridge Town Centre	80,000	22,850	22,568
	<hr/>	<hr/>	<hr/>
	147,000	98,950	77,517
	<hr/>	<hr/>	<hr/>
Less Income			
Fees & Charges - General	(1,000)	(1,000)	(717)
River Walk Rent	(25,150)	(25,150)	(25,150)
Castle Lodge Rent	(5,500)	(5,500)	(5,500)
Wayleaves	(500)	(800)	(1,202)
Contributions from Other Bodies	-	(350)	(349)
	<hr/>	<hr/>	<hr/>
	(32,150)	(32,800)	(32,918)
	<hr/>	<hr/>	<hr/>
<u>Sub-total</u>	114,850	66,150	44,599
Central, Departmental and Technical Support Services			
Central Salaries & Administration	3,000	2,500	2,513
Information Technology Expenses	200	1,400	1,389
Departmental Administrative Expenses	20,850	19,900	19,268
	<hr/>	<hr/>	<hr/>
<u>TO SUMMARY</u>	138,900	89,950	67,769
	<hr/>	<hr/>	<hr/>
Full Time Equivalent Number of Staff (including Support Service Staff)	0.99	0.98	

a) External redecoration of the Six in One Club Association building slipped to 2015/16.

DIRECTOR OF CENTRAL SERVICES

	ORIGINAL ESTIMATE £	2014/15 REVISED ESTIMATE £	PROVISIONAL OUTTURN £
10 <u>ITINERANTS</u>			
Employees			
Salaries	2,350	-	-
Central, Departmental & Technical Support Services			
Central Salaries & Administration	350	-	-
Departmental Administrative Expenses	900	-	-
	<hr/>	<hr/>	<hr/>
<u>TO SUMMARY</u>	3,600	-	-
	<hr/>	<hr/>	<hr/>
Full Time Equivalent Number of Staff (including Support Service Staff)	0.07	0.00	
 11 <u>BOROUGH CHRISTMAS LIGHTING</u>			
Supplies & Services			
Borough Christmas Lighting	16,000	15,700	15,495
	<hr/>	<hr/>	<hr/>
<u>Sub-total</u>	16,000	15,700	15,495
Central, Departmental & Technical Support Services			
Central Salaries & Administration	1,050	900	910
Information Technology Expenses	-	50	29
	<hr/>	<hr/>	<hr/>
<u>TO SUMMARY</u>	17,050	16,650	16,434
	<hr/>	<hr/>	<hr/>
Full Time Equivalent Number of Staff (including Support Service Staff)	0.02	0.02	

DIRECTOR OF CENTRAL SERVICES

	ORIGINAL ESTIMATE	2014/15 REVISED ESTIMATE	PROVISIONAL OUTTURN
	£	£	£
12 LICENCES			
(a) FEE PAYING			
Employees			
Salaries	152,000	149,900	150,303
Premises Related Expenses			
Rents	50	50	-
Supplies & Services			
Purchases - Equipment & Materials	5,000	2,500	6,950 a)
Professional Fees	1,000	1,500	1,879
Advertising	300	300	208
	<hr/>	<hr/>	<hr/>
	158,350	154,250	159,340
	<hr/>	<hr/>	<hr/>
Less Income			
Licence Fees			
Animal Boarding Establishments	(2,050)	(2,550)	(2,096)
Pet Shops	(1,500)	(1,500)	(1,255)
Hackney Carriages & Private Hire	(116,000)	(128,150)	(153,483) b)
Riding Establishments	(2,050)	(2,050)	(1,707)
Alcohol & Entertainment - Premises	(82,000)	(80,050)	(86,083)
Acupuncture / Tattooing / Ear Piercing	-	(150)	(657)
Pleasure Boats & Boatmen	(200)	-	(63)
Street Trading	(900)	(1,200)	(2,280)
Alcohol & Entertainment - Personal	(3,400)	(3,350)	(3,234)
Sex Establishments / Sexual Entertainment	(2,000)	(2,000)	(2,000)
Dangerous Wild Animals	-	-	-
Gambling	(11,000)	(10,350)	(10,980)
Scrap Metal Dealers	-	(250)	(1,325)
Zoo Licences	-	(750)	(731)
	<hr/>	<hr/>	<hr/>
	(221,100)	(232,350)	(265,894)
	<hr/>	<hr/>	<hr/>
Sub-total	(62,750)	(78,100)	(106,554)
Central, Departmental & Technical Support Services			
Central Salaries & Administration	10,550	9,000	8,709
Information Technology Expenses	11,100	14,550	14,605
Departmental Administrative Expenses	80,500	70,850	66,017
	<hr/>	<hr/>	<hr/>
	39,400	16,300	(17,223)
	<hr/>	<hr/>	<hr/>
Full Time Equivalent Number of Staff (including Support Service Staff)	4.72	4.50	

DIRECTOR OF CENTRAL SERVICES

	ORIGINAL ESTIMATE £	2014/15 REVISED ESTIMATE £	PROVISIONAL OUTTURN £
(b) <u>NON FEE PAYING</u>			
Employees			
Salaries	20,050	19,000	18,954
Central, Departmental & Technical Support Services			
Central Salaries & Administration	3,150	2,900	2,646
Information Technology Expenses	-	-	6
Departmental Administrative Expenses	10,150	8,950	8,362
	33,350	30,850	29,968
Full Time Equivalent Number of Staff (including Support Service Staff)	0.63	0.59	
<u>LICENCES</u>			
<u>SUMMARY</u>			
(a) FEE PAYING	39,400	16,300	(17,223)
(b) NON FEE PAYING	33,350	30,850	29,968
	72,750	47,150	12,745
<u>TO SUMMARY</u>			

LICENCES - FEE PAYING / NON FEE PAYING

- a) Taxi plates and holders are no longer provided as part of the set licence fee, and are paid for separately when required.

- b) The number of licensed taxis and private hire vehicles has grown during 2014-15 from 970 to 1,150.

DIRECTOR OF FINANCE & TRANSFORMATION

SUMMARY

	ORIGINAL ESTIMATE	2014/15 REVISED ESTIMATE	PROVISIONAL OUTTURN
	£	£	£
1 HOUSING ADVANCES	7,700	4,100	4,184
2 HOUSING BENEFITS & COUNTER FRAUD	429,200	600,050	759,114
3 LOCAL REVENUE & NNDR COLLECTION	569,650	593,900	490,042
4 COUNCIL TAX SUPPORT	328,100	338,750	343,239
5 INTEREST & TRANSFERS	(34,050)	(39,300)	(58,006)
6 DRAINAGE BOARDS SPECIAL LEVIES	381,050	381,000	380,981
7 FINANCIAL ARRANGEMENTS WITH PARISH COUNCILS	226,100	224,550	224,564
8 GENERAL ADVICE TO PARISH COUNCILS	59,500	59,250	58,842
	<hr/>	<hr/>	<hr/>
ANNUAL ESTIMATES	1,967,250	2,162,300	2,202,960
9 CONTRIBUTIONS TO PROVISIONS	5,000	5,000	3,270
10 ITEMS FUNDED FROM RESERVES	-	5,000	5,032
	<hr/>	<hr/>	<hr/>
	1,972,250	2,172,300	2,211,262
	<hr/>	<hr/>	<hr/>
Full Time Equivalent Number of Staff (including Support Service Staff)	50.47	53.65	

DIRECTOR OF FINANCE & TRANSFORMATION

	ORIGINAL ESTIMATE	2014/15 REVISED ESTIMATE	PROVISIONAL OUTTURN
	£	£	£
1 <u>HOUSING ADVANCES</u>			
Premises Related Expenses			
Insurance	350	300	290
Supplies & Services			
Contract Services	2,900	2,900	2,906
Other Expenses	-	-	18
	<hr/>	<hr/>	<hr/>
	3,250	3,200	3,214
Less Income			
Redemption Fees	-	-	(25)
Interest	(1,000)	(900)	(758)
	<hr/>	<hr/>	<hr/>
<u>Sub-total</u>	2,250	2,300	2,431
Central, Departmental & Technical Support Services			
Central Salaries & Administration	5,250	1,750	1,704
Information Technology Expenses	200	50	49
	<hr/>	<hr/>	<hr/>
<u>TO SUMMARY</u>	7,700	4,100	4,184
	<hr/>	<hr/>	<hr/>
Full Time Equivalent Number of Staff (including Support Service Staff)	0.10	0.04	

DIRECTOR OF FINANCE & TRANSFORMATION

	ORIGINAL ESTIMATE	2014/15 REVISED ESTIMATE	PROVISIONAL OUTTURN
	£	£	£
2 <u>HOUSING BENEFITS & COUNTER FRAUD</u>			
(a) <u>HOUSING BENEFITS</u>			
Employees			
Salaries	336,900	371,400	381,073 a)
Supplies & Services			
Purchases	-	-	2,884 b)
Printing & Stationery	1,800	1,800	1,237
Reference Books & Publications	400	400	120
Storage Facilities	-	300	162
Consultancy Fees	-	450	1,200
Bailiffs Commission	3,000	3,000	1,668
Audit Fee	14,000	24,100	24,112
Postages	10,250	10,200	10,812
Subscriptions	250	250	685
Other Expenses	-	5,400	11,535 c)
Housing Benefits			
Rent Allowances	33,928,000	35,093,600	35,495,383 d)
Non HRA Rent Rebates	160,000	216,000	249,326 d)
Local Scheme	77,000	100,000	92,903 d)
Discretionary Housing Payments	90,000	165,500	170,219 d)
Overpayments	(500,000)	(1,050,000)	(828,385) d)
Contribution to Bad Debt Provision	180,000	390,000	354,450 d)
Compensation Scheme	100	100	-
	<hr/>	<hr/>	<hr/>
	34,301,700	35,332,500	35,969,384
Less Income			
Government Grant	-	(25,000)	(47,586) e)
Rent Allowance Subsidy	(33,844,000)	(34,519,700)	(34,939,536) d)
Non HRA Rent Rebate Subsidy	(64,000)	(130,000)	(136,898) d)
Local Scheme Subsidy	(58,000)	(69,300)	(69,677) d)
Discretionary Housing Payment Contribution	(90,000)	(165,500)	(165,494) d)
Administration Grant	(299,050)	(299,050)	(299,056)
Contributions from Other Bodies	-	(3,000)	(3,000)
	<hr/>	<hr/>	<hr/>
	(34,355,050)	(35,211,550)	(35,661,247)
	<hr/>	<hr/>	<hr/>
<u>Sub-total</u>	(53,350)	120,950	308,137
Central, Departmental & Technical Support Services			
Central Salaries & Administration	152,150	102,700	102,414
Information Technology Expenses	39,950	45,950	46,102
Departmental Administrative Expenses	184,950	210,150	200,534
	<hr/>	<hr/>	<hr/>
	323,700	479,750	657,187
	<hr/>	<hr/>	<hr/>
Full Time Equivalent Number of Staff (including Support Service Staff)	15.95	16.42	

DIRECTOR OF FINANCE & TRANSFORMATION

HOUSING BENEFITS & COUNTER FRAUD

- a)** Additional temporary staff requirement to assist with increased caseload.
- b)** Additional expenditure funded in full by grants from the Department for Work and Pensions (DWP) - see note e) below.
- c)** Upgrades to the Revenues & Benefits IT system following changes to benefits regulations. Funded in full by grants from the DWP - see note e) below.
- d)** Reflects actual level of benefit payments, recouplements and contribution to the bad debts provision, producing an overall increase of £191,691 when compared with the revised estimate. The increase can be largely attributed to pressure on the housing benefits budget as a result of government initiatives.
- e)** Additional grant awarded by the DWP 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

71,850

79,550

75,886

Supplies & Services

Other Expenses

3,000

3,000

507

74,850

82,550

76,393

Less Income

Government Grant

-

-

(562)

Administration Grant

(70,900)

(70,900)

(70,901)

Administrative Penalty

(1,000)

(1,000)

(3,424)

(71,900)

(71,900)

(74,887)

Sub-total

2,950

10,650

1,506

**Central, Departmental & Technical
Support Services**

Central Salaries & Administration

15,850

15,050

14,102

Information Technology Expenses

3,800

4,450

4,479

Departmental Administrative Expenses

82,900

90,150

81,840

105,500

120,300

101,927

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

3.83

3.96

SUMMARY

(a) HOUSING BENEFITS

323,700

479,750

657,187

(b) FRAUD PREVENTION

105,500

120,300

101,927

TO SUMMARY

429,200

600,050

759,114

DIRECTOR OF FINANCE & TRANSFORMATION

	ORIGINAL ESTIMATE	2014/15 REVISED ESTIMATE	PROVISIONAL OUTTURN
	£	£	£
3 LOCAL REVENUE & NNDR COLLECTION			
Employees			
Salaries	411,150	400,650	393,021
Supplies & Services			
Equipment, Furniture & Materials - Purchases	500	1,500	2,248
Direct Debit / Bank Charges	3,100	3,100	2,735
Giro / Swipe Card Charges	14,500	14,500	16,139
Court Fees	20,000	20,000	12,396 a)
Bailiffs Commission	500	750	598
Other Expenses	-	6,000	6,000
Council Tax - Flooding Relief	-	137,500	149,806 b)
External Printing & Stationery	4,000	4,000	2,633
Reference Books & Publications	450	200	149
Storage Facilities	50	50	151
Tracing Services	7,500	7,500	7,725
Advertising	350	350	236
Postages	45,200	48,550	48,454
Subscriptions	700	700	525
Compensation Scheme	100	100	100
	<hr/>	<hr/>	<hr/>
	508,100	645,450	642,916
	<hr/>	<hr/>	<hr/>
Less Income			
Government Grants			
- Allowances for Cost of NNDR Collection	(168,000)	(168,000)	(167,622)
- Other	-	(137,500)	(164,127) c)
Replacement Payment Cards	-	-	(4)
Summons Costs Recovered	(230,000)	(250,000)	(306,035) d)
	<hr/>	<hr/>	<hr/>
	(398,000)	(555,500)	(637,788)
	<hr/>	<hr/>	<hr/>
<u>Sub-total</u>	110,100	89,950	5,128
Central, Departmental & Technical Support Services			
Central Salaries & Administration	140,400	124,150	123,236
Information Technology Expenses	95,700	114,100	114,525
Departmental Administrative Expenses	223,450	265,700	247,153
	<hr/>	<hr/>	<hr/>
<u>TO SUMMARY</u>	569,650	593,900	490,042
	<hr/>	<hr/>	<hr/>
Full Time Equivalent Number of Staff (including Support Service Staff)	19.01	20.60	

DIRECTOR OF FINANCE & TRANSFORMATION

LOCAL REVENUE & NNDR COLLECTION

- a) Lower than anticipated recovery action required following the additional; 10% reduction in Council Tax support.
- b) Flood relief discount following severe weather in December 2013 to February 2014 met in full from a Government grant.
- c) Additional flood relief grant together with new burdens grants for Business Rates and Council Tax annex discount.
- d) Summons costs raised in the year were higher than estimated.

DIRECTOR OF FINANCE & TRANSFORMATION

	ORIGINAL ESTIMATE	2014/15 REVISED ESTIMATE	PROVISIONAL OUTTURN
	£	£	£
4 <u>COUNCIL TAX SUPPORT</u>			
(a) <u>ADMINISTRATION</u>			
Employees			
Salaries	254,700	274,550	281,965
Supplies & Services			
Printing & Stationery	500	-	-
Reference Books & Publications	300	-	-
Storage Facilities	-	300	142
Postage	14,000	14,000	16,032
Subscriptions	250	250	440
Audit Fees	8,000	-	-
Localisation of Council Tax Benefits	-	2,000	2,000
	<hr/>	<hr/>	<hr/>
	277,750	291,100	300,579
	<hr/>	<hr/>	<hr/>
Less Income			
Government Grants			
Administration			
- Department for Work and Pensions	(80,300)	(80,300)	(80,302)
- Department for Communities and Local Gov't	(108,900)	(108,900)	(108,896)
Other	-	(19,000)	(15,660)
Contributions from Other Bodies	(125,000)	(125,000)	(125,000)
	<hr/>	<hr/>	<hr/>
	(314,200)	(333,200)	(329,858)
	<hr/>	<hr/>	<hr/>
<u>Sub-total</u>	(36,450)	(42,100)	(29,279)
Central, Departmental & Technical Support Services			
Central Salaries & Administration	17,050	15,950	14,689
Information Technology Expenses	31,300	36,750	36,889
Departmental Administrative Expenses	144,450	156,400	149,214
	<hr/>	<hr/>	<hr/>
<u>TO SUMMARY</u>	156,350	167,000	171,513
	<hr/>	<hr/>	<hr/>
Full Time Equivalent Number of Staff (including Support Service Staff)	9.52	10.54	
(b) <u>PAYMENTS TO PARISH COUNCILS</u>			
Parish Council Allocation	171,750	171,750	171,726
	<hr/>	<hr/>	<hr/>
	171,750	171,750	171,726
	<hr/>	<hr/>	<hr/>
<u>SUMMARY</u>			
(a) ADMINISTRATION	156,350	167,000	171,513
(b) PAYMENTS TO PARISH COUNCILS	171,750	171,750	171,726
	<hr/>	<hr/>	<hr/>
<u>TO SUMMARY</u>	328,100	338,750	343,239
	<hr/>	<hr/>	<hr/>

DIRECTOR OF FINANCE & TRANSFORMATION

	ORIGINAL ESTIMATE	2014/15 REVISED ESTIMATE	PROVISIONAL OUTTURN
	£	£	£
5 <u>INTEREST & TRANSFERS</u>			
Employees			
Salaries	27,000	27,150	27,508
Supplies & Services			
Fund Manager & Treasury Advisor Fees	24,700	17,000	15,632
Credit / Debit Card Charges	20,600	19,000	18,233
Bank / Swipe Card Charges	29,600	29,600	27,906
Other Hired and Contracted Services	2,700	2,700	2,420
Transfers in Lieu of Interest	19,500	14,000	362 a)
	<hr/>	<hr/>	<hr/>
	124,100	109,450	92,061
	<hr/>	<hr/>	<hr/>
Less Income			
Interest on Investments & Cash Flow	(167,000)	(160,150)	(164,267)
Other Miscellaneous Interest	(7,000)	(7,000)	(3,852)
Credit Card Fee	(5,500)	(5,700)	(5,814)
	<hr/>	<hr/>	<hr/>
	(179,500)	(172,850)	(173,933)
	<hr/>	<hr/>	<hr/>
<u>Sub-total</u>	(55,400)	(63,400)	(81,872)
Central, Departmental & Technical Support Services			
Central Salaries & Administration	7,500	6,350	6,173
Information Technology Expenses	3,550	4,850	4,868
Departmental Administrative Expenses	10,300	12,900	12,825
	<hr/>	<hr/>	<hr/>
<u>TO SUMMARY</u>	(34,050)	(39,300)	(58,006)
	<hr/>	<hr/>	<hr/>
Full Time Equivalent Number of Staff (including Support Service Staff)	0.86	0.92	

a) Interest accrued in prior years no longer required following use of associated developer contributions.

DIRECTOR OF FINANCE & TRANSFORMATION

	ORIGINAL ESTIMATE £	2014/15 REVISED ESTIMATE £	PROVISIONAL OUTTURN £
6 <u>DRAINAGE BOARDS SPECIAL LEVIES</u>			
Payments to Drainage Boards	380,700	380,700	380,689
Central, Departmental & Technical Support Services			
Central Salaries & Administration	350	300	292
	<hr/>	<hr/>	<hr/>
<u>TO SUMMARY</u>	381,050	381,000	380,981
	<hr/>	<hr/>	<hr/>
Full Time Equivalent Number of Staff (including Support Service Staff)	0.01	0.01	
7 <u>FINANCIAL ARRANGEMENTS WITH PARISH COUNCILS</u>			
Payments to Parish Councils	219,700	219,700	219,685
Central, Departmental & Technical Support Services			
Central Salaries & Administration	6,300	4,700	4,755
Information Technology Expenses	100	150	124
	<hr/>	<hr/>	<hr/>
<u>TO SUMMARY</u>	226,100	224,550	224,564
	<hr/>	<hr/>	<hr/>
Full Time Equivalent Number of Staff (including Support Service Staff)	0.11	0.08	
8 <u>GENERAL ADVICE TO PARISH COUNCILS</u>			
Employees			
Salaries	31,900	32,900	32,980
Central, Departmental & Technical Support Services			
Central Salaries & Administration	15,450	14,150	14,222
Information Technology Expenses	-	-	6
Departmental Administrative Expenses	12,150	12,200	11,634
	<hr/>	<hr/>	<hr/>
<u>TO SUMMARY</u>	59,500	59,250	58,842
	<hr/>	<hr/>	<hr/>
Full Time Equivalent Number of Staff (including Support Service Staff)	1.08	1.08	

DIRECTOR OF FINANCE & TRANSFORMATION

9 CONTRIBUTIONS TO PROVISIONS

Car Loan Insurance
General Bad Debts Provision

TO SUMMARY

10 ITEMS FUNDED FROM RESERVES

Commonwealth Baton Event

TO SUMMARY

	ORIGINAL ESTIMATE £	2014/15 REVISED ESTIMATE £	PROVISIONAL OUTTURN £
	-	-	279
	5,000	5,000	2,991
	<hr/>	<hr/>	<hr/>
	5,000	5,000	3,270
	<hr/>	<hr/>	<hr/>
	-	5,000	5,032
	<hr/>	<hr/>	<hr/>
	-	5,000	5,032
	<hr/>	<hr/>	<hr/>

DIRECTOR OF PLANNING, HOUSING AND ENVIRONMENTAL HEALTH

SUMMARY

	ORIGINAL ESTIMATE	2014/15 REVISED ESTIMATE	PROVISIONAL OUTTURN
	£	£	£
1. DEVELOPMENT CONTROL	1,233,500	1,133,800	918,447
2. CONSERVATION	72,100	68,200	67,648
3. BUILDING CONTROL	156,450	113,950	106,782
4. PLANNING POLICY	473,250	474,200	468,223
5. PARKING SERVICES	(516,650)	(588,800)	(802,496)
6. TRANSPORTATION	216,150	178,200	157,141
7. SECURITY SERVICES MANAGEMENT (CCTV)	95,450	83,350	82,174
8. BOROUGH DRAINAGE & LAND DRAINAGE RELATED WORK	98,350	83,250	76,170
9. CIVIL CONTINGENCIES	97,100	115,850	114,804
10. HOUSING STRATEGY & ENABLING ROLE	297,900	335,350	284,960
11. HOMELESSNESS	279,900	277,250	248,179
12. HOUSING ADVICE	204,550	208,450	202,905
13. HOME SAFETY	3,500	3,450	3,383
14. PRIVATE SECTOR HOUSING RENEWAL	475,600	502,350	369,079
15. PRIVATE SECTOR HOUSING STANDARDS	86,000	83,750	82,564
16. HOME IMPROVEMENT AGENCY	9,900	10,000	9,321
17. PUBLIC HEALTH ACT 1984	4,200	4,100	2,330
18. ENVIRONMENTAL PROTECTION ACT - PART 1	25,500	31,000	29,002
19. ENVIRONMENTAL PROTECTION	302,500	311,250	323,207
20. FOOD & SAFETY	454,500	385,800	367,119
21. PUBLIC HEALTH	-	89,200	81,418
	4,069,750	3,903,950	3,192,360
Full Time Equivalent Number of Staff (including Support Service Staff)	116.10	114.70	

DIRECTOR OF PLANNING, HOUSING AND ENVIRONMENTAL HEALTH

	ORIGINAL ESTIMATE £	2014/15 REVISED ESTIMATE £	PROVISIONAL OUTTURN £
1. <u>DEVELOPMENT CONTROL</u>			
Employees			
Salaries	1,120,850	1,079,800	1,094,490 a)
Supplies & Services			
Microfilming & Storage Facilities	7,000	7,000	7,500
Professional Fees - Agricultural Advice	3,600	3,600	3,600
Application & Appeals	45,000	45,000	24,252 b)
Advertising	9,000	9,000	8,870
	<hr/>	<hr/>	<hr/>
	1,185,450	1,144,400	1,138,712
	<hr/>	<hr/>	<hr/>
Less Income			
Fees & Charges			
Planning Applications	(620,000)	(640,000)	(795,607) c)
Pre-Planning Advice	(10,000)	(11,000)	(11,492)
S.106 Agreements	(7,000)	(7,000)	(1,333)
	<hr/>	<hr/>	<hr/>
	(637,000)	(658,000)	(808,432)
	<hr/>	<hr/>	<hr/>
<u>Sub-total</u>	548,450	486,400	330,280
Central, Departmental & Technical Support Services			
Central Salaries & Administration	161,200	146,700	113,995 d)
Information Technology Expenses	110,250	78,500	78,755
Departmental Administrative Expenses	413,600	422,200	395,417 e)
	<hr/>	<hr/>	<hr/>
<u>TO SUMMARY</u>	1,233,500	1,133,800	918,447
	<hr/>	<hr/>	<hr/>
Full Time Equivalent Number of Staff (including Support Service Staff)	34.41	33.50	

DIRECTOR OF PLANNING, HOUSING AND ENVIRONMENTAL HEALTH

DEVELOPMENT CONTROL

- a) Management savings in the development control section lower than anticipated.
- b) The number and complexity of appeals received is not under the Council's control. This year has seen fewer complex or specialist appeals than usual.
- c) 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.
- d) Legal costs associated with appeals lower than estimated.
- e) Reflects impairment reversal of Council Offices following revaluation. Please see page CS3.

DIRECTOR OF PLANNING, HOUSING AND ENVIRONMENTAL HEALTH

2. CONSERVATION

Employees
Salaries

ORIGINAL ESTIMATE £	2014/15 REVISED ESTIMATE £	PROVISIONAL OUTTURN £
44,850	42,200	42,647

Supplies & Services
Archaeological Advice

7,800	7,800	7,802
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Sub-total

52,650	50,000	50,449
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Central, Departmental & Technical Support Services

Central Salaries & Administration
Information Technology Expenses
Departmental Administrative Expenses

1,600	1,400	1,400
1,100	50	74
16,750	16,750	15,725

TO SUMMARY

72,100	68,200	67,648
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Full Time Equivalent Number of Staff
(including Support Service Staff)

1.30	1.25	
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DIRECTOR OF PLANNING, HOUSING AND ENVIRONMENTAL HEALTH

3. BUILDING CONTROL

Employees

Salaries

ORIGINAL ESTIMATE	2014/15 REVISED ESTIMATE	PROVISIONAL OUTTURN
£	£	£
319,800	285,100	282,659

Supplies & Services

Purchases - Equipment & Materials

400 - -

Microfilming & Storage Facilities

4,000 4,000 3,500

Professional Fees

6,250 4,750 2,640

Advertising - Promotional Expenses

500 500 -

Subscriptions

750 2,700 2,721

Discretionary Services

1,000 500 27

Other Expenses

1,400 1,400 -

Third Party Payments

Building Control Partnership

- 5,650 4,616

334,100 304,600 296,163

Less Income

Fees & Charges

Building Regulations

(330,000) (340,000) (335,438)

Discretionary Services

(5,000) (1,000) (455)

(335,000) (341,000) (335,893)

Sub-total

(900) (36,400) (39,730)

Central, Departmental & Technical Support Services

Central Salaries & Administration

18,100 11,850 11,752

Information Technology Expenses

23,900 28,900 29,001

Departmental Administrative Expenses

115,350 109,600 105,759

TO SUMMARY

156,450 113,950 106,782

Full Time Equivalent Number of Staff

(including Support Service Staff)

8.67 7.71

DIRECTOR OF PLANNING, HOUSING AND ENVIRONMENTAL HEALTH

4. PLANNING POLICY

(a) PREPARATION OF LOCAL DEVELOPMENT FRAMEWORK

Employees

Salaries

172,900

173,500

173,940

Local Development Framework Expenses

Other LDF Expenses

30,000

30,000

34,670

202,900

203,500

208,610

Less Income

Sales - Publications - Local Plan

(100)

-

-

Sub-total

202,800

203,500

208,610

Central, Departmental & Technical Support Services

Central Salaries & Administration

2,800

2,300

2,335

Information Technology Expenses

4,450

300

301

Departmental Administrative Expenses

58,550

60,550

54,646

268,600

266,650

265,892

Full Time Equivalent Number of Staff

(including Support Service Staff)

4.35

4.27

DIRECTOR OF PLANNING, HOUSING AND ENVIRONMENTAL HEALTH

4. PLANNING POLICY
(continued)

(b) PLANNING POLICY

Employees

Salaries

143,100

145,150

145,184

Supplies & Services

AONB Management

4,500

4,500

4,513

Local Wildlife Sites Register Update

2,900

2,850

2,860

Sub-total

150,500

152,500

152,557

**Central, Departmental & Technical
Support Services**

Central Salaries & Administration

2,000

1,850

1,792

Information Technology Expenses

2,900

2,350

2,372

Departmental Administrative Expenses

49,250

50,850

45,610

204,650

207,550

202,331

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

3.64

3.64

PLANNING POLICY

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

268,600

266,650

265,892

(b) PLANNING POLICY

204,650

207,550

202,331

TO SUMMARY

473,250

474,200

468,223

DIRECTOR OF PLANNING, HOUSING AND ENVIRONMENTAL HEALTH

5. PARKING SERVICES

(a) OFF-STREET

Employees

Salaries	179,450	168,450	159,877 a)
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Premises Related Expenses

Maintenance of Grounds	45,300	49,300	46,046
Repairs & Maintenance	28,000	41,500	41,137
Winter Maintenance	15,000	12,000	6,549
Electricity	850	850	1,347
Rents	4,500	3,400	3,375
Rates	208,400	205,600	205,862
Premises Insurance	1,650	1,650	1,664

Transport Related Expenses

Repairs & Maintenance	1,500	1,000	1,222
Licences	200	200	452
Petrol / Oil	3,000	3,000	1,461
Transport Insurance	1,200	1,100	1,078

Supplies & Services

Purchases - Equipment & Materials	1,000	1,000	900
Mobile Communications	1,050	1,050	1,033
Maintenance - General	22,500	22,500	22,896
Uniforms	1,600	750	2,678
Stationery	3,000	3,000	1,582
Cash Collection	40,000	40,000	40,036
Payment to Principals / Ticket Refunds	512,000	512,000	503,337 b)
Advertising	1,000	1,000	291
Miscellaneous Insurance	450	500	494
Adjudication & Enforcement Services	5,000	5,000	4,550
Mobile Telephones	1,500	1,800	1,723
Emergency Arrangements	150	150	121
Security Services Mgt. Recharge (CCTV)	258,150	225,300	222,174

Carried Forward

1,336,450	1,302,100	1,271,885
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a) Savings arising from vacant posts.

b) Lower than expected claims from the main supermarkets.

DIRECTOR OF PLANNING, HOUSING AND ENVIRONMENTAL HEALTH

5. PARKING SERVICES (continued)

(a) OFF-STREET (continued)

	ORIGINAL ESTIMATE £	2014/15 REVISED ESTIMATE £	PROVISIONAL OUTTURN £
<u>Brought Forward</u>	1,336,450	1,302,100	1,271,885
Less Income			
Fees & Charges			
Car Park Season Tickets	(140,750)	(170,000)	(188,321) c)
Short Stay Parking	(1,528,000)	(1,540,000)	(1,590,070) d)
Long Stay Parking	(544,500)	(530,000)	(582,184) d)
Penalty Charge Notices	(110,000)	(80,000)	(78,667)
General	(450)	(1,450)	(498)
Management of Angel / Botany Car Parks	(91,100)	(91,350)	(91,357)
Rent - Snodland Town Market / Sunday Farmers' Market	(7,000)	(7,000)	(7,000)
	<hr/>	<hr/>	<hr/>
	(2,421,800)	(2,419,800)	(2,538,097)
	<hr/>	<hr/>	<hr/>
<u>Sub-total</u>	(1,085,350)	(1,117,700)	(1,266,212)
Central, Departmental & Technical Support Services			
Central Salaries & Administration	29,350	24,050	23,993
Information Technology Expenses	26,250	36,700	36,818
Departmental Administrative Expenses	72,650	66,450	60,178
Capital Programme Revenue Expenses	27,200	25,550	25,611
Depreciation & Impairment			
Non-Current Asset Depreciation	86,300	91,100	90,874
Non-Current Asset Impairment	-	-	14,550 e)
	<hr/>	<hr/>	<hr/>
	(843,600)	(873,850)	(1,014,188)
	<hr/>	<hr/>	<hr/>
Full Time Equivalent Number of Staff (including Support Service Staff)	7.64	7.50	

- c)** Income slightly higher than that envisaged in revised estimates, possibly due to Tonbridge station car park being closed for several months.
- d)** Income higher than that envisaged in revised estimates.
- e)** Impairment of Land Rover vehicle following fire damage.

DIRECTOR OF PLANNING, HOUSING AND ENVIRONMENTAL HEALTH

5. PARKING SERVICES (continued)

(b) ON-STREET

Employees

Salaries

289,750

264,000

243,768 a)

Premises Related Expenses

Repairs & Maintenance

10,000

10,000

9,893

Transport Related Expenses

Repairs & Maintenance

1,000

1,000

449

Licences

250

250

202

Petrol / Oil

2,800

1,000

1,232

Transport Insurance

1,200

1,100

1,078

Supplies & Services

Purchases - Equipment & Materials

500

1,000

1,149

Mobile Communications

1,100

1,100

1,033

Maintenance - General

6,500

6,500

5,615

Uniforms

900

750

267

Stationery

500

1,000

1,618

Cash Collection

550

550

636

Advertising

1,000

1,000

819

Adjudication & Enforcement Services

4,500

4,500

2,499

Mobile Telephones

500

500

648

Capital Grants & Contributions (RECS)

32,250

24,000

- b)

353,300

318,250

270,906

Less Income

Fees & Charges

Business Parking Permits

(23,000)

(24,000)

(29,911) c)

Residents Parking Permits

(92,000)

(95,000)

(98,501)

Visitors Parking Permits

(13,000)

(14,000)

(16,578)

Dispensations

(3,000)

(10,000)

(9,232)

On-street Parking

(13,000)

(13,000)

(11,645)

Penalty Charge Notices

(95,000)

(80,000)

(81,325)

(239,000)

(236,000)

(247,192)

Sub-total Carried Forward

114,300

82,250

23,714

a) Savings arising from vacant posts.

b) Work carried out as part of Car Parking Action Plan Phase 7 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) Income higher than that envisaged in revised estimates with new businesses buying permits.

DIRECTOR OF PLANNING, HOUSING AND ENVIRONMENTAL HEALTH

5. PARKING SERVICES (continued)

(b) ON-STREET (continued)

Sub-total Brought Forward

Central, Departmental & Technical Support Services

Central Salaries & Administration 20,750
 Information Technology Expenses 18,450
 Departmental Administrative Expenses 106,300
 Capital Programme Revenue Expenses 60,800

Depreciation & Impairment

Non-Current Asset Depreciation 6,350

	ORIGINAL ESTIMATE £	2014/15 REVISED ESTIMATE £	PROVISIONAL OUTTURN £
<u>Sub-total Brought Forward</u>	114,300	82,250	23,714
Central, Departmental & Technical Support Services			
Central Salaries & Administration	20,750	17,400	17,026
Information Technology Expenses	18,450	21,450	21,506
Departmental Administrative Expenses	106,300	99,350	89,425
Capital Programme Revenue Expenses	60,800	53,950	53,087
Depreciation & Impairment			
Non-Current Asset Depreciation	6,350	10,650	6,934
	<hr/> 326,950	<hr/> 285,050	<hr/> 211,692
Full Time Equivalent Number of Staff (including Support Service Staff)	12.24	12.06	

PARKING SERVICES

(a) OFF-STREET

(b) ON-STREET

	(843,600)	(873,850)	(1,014,188)
	326,950	285,050	211,692
	<hr/> (516,650)	<hr/> (588,800)	<hr/> (802,496)

TO SUMMARY

DIRECTOR OF PLANNING, HOUSING AND ENVIRONMENTAL HEALTH

	ORIGINAL ESTIMATE	2014/15 REVISED ESTIMATE	PROVISIONAL OUTTURN
	£	£	£
6. <u>TRANSPORTATION</u>			
Employees			
Salaries	87,900	82,450	82,838
Premises Related Expenses			
Repairs, Alterations & Maintenance	16,000	16,000	15,196
Electricity	200	200	287
Vale Rise Depot Recharge	1,300	1,400	1,347
Premises Insurance	50	50	65
Supplies & Services			
Purchases - Equipment & Materials	5,500	5,500	5,600
In-House Sign Provision	500	500	524
Public Transport Initiatives	4,000	4,000	4,000
Advertising	4,000	4,000	1,985
Emergency Arrangements	100	100	72
Capital Grants & Contributions (RECS)	49,000	34,000	13,714 a)
	<hr/>	<hr/>	<hr/>
	168,550	148,200	125,628
Less Income			
Fees & Charges			
Street / House Naming & Numbering	(20,000)	(25,000)	(21,202)
	<hr/>	<hr/>	<hr/>
<u>Sub-total</u>	148,550	123,200	104,426
Central, Departmental & Technical Support Services			
Central Salaries & Administration	19,200	12,850	12,613
Information Technology Expenses	4,350	1,400	1,436
Departmental Administrative Expenses	36,800	32,750	30,691
Capital Programme Revenue Expenses	250	250	240
Depreciation & Impairment			
Non-Current Asset Depreciation	7,000	7,750	7,735
	<hr/>	<hr/>	<hr/>
<u>TO SUMMARY</u>	216,150	178,200	157,141
	<hr/>	<hr/>	<hr/>
Full Time Equivalent Number of Staff (including Support Service Staff)	2.55	2.35	

- a) Lower than anticipated expenditure on the Local Transport Plan Partnership Programme Capital Plan Scheme.

DIRECTOR OF PLANNING, HOUSING AND ENVIRONMENTAL HEALTH

7. SECURITY SERVICES MANAGEMENT

	ORIGINAL ESTIMATE £	2014/15 REVISED ESTIMATE £	PROVISIONAL OUTTURN £
Employees			
Salaries	52,150	46,750	47,674
Premises Related Expenses			
Electricity	1,200	1,200	54
Supplies & Services			
Purchases - Equipment & Materials	700	700	668
Maintenance - General	22,000	15,000	10,599
Stationery	150	-	-
Miscellaneous Insurance	4,050	4,100	4,088
Emergency Arrangements	50	50	24
Third Party Payments			
CCTV Monitoring Station	166,000	166,000	167,975
	<hr/>	<hr/>	<hr/>
	246,300	233,800	231,082
Less Income			
Recharge to Parking Services	(258,150)	(225,300)	(222,174)
	<hr/>	<hr/>	<hr/>
<u>Sub-total</u>	(11,850)	8,500	8,908
Central, Departmental & Technical Support Services			
Central Salaries & Administration	5,200	4,350	4,336
Information Technology Expenses	1,450	650	659
Departmental Administrative Expenses	25,400	21,200	19,331
Capital Programme Revenue Expenses	11,850	10,150	9,994
Depreciation & Impairment			
Non-Current Asset Depreciation	63,400	38,500	38,946
	<hr/>	<hr/>	<hr/>
<u>TO SUMMARY</u>	95,450	83,350	82,174
	<hr/>	<hr/>	<hr/>
Full Time Equivalent Number of Staff (including Support Service Staff)	1.73	1.65	

DIRECTOR OF PLANNING, HOUSING AND ENVIRONMENTAL HEALTH

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

	ORIGINAL ESTIMATE £	2014/15 REVISED ESTIMATE £	PROVISIONAL OUTTURN £
Employees			
Salaries	31,400	30,700	31,334
Supplies & Services			
Purchases - Equipment & Materials	750	750	987
Structural Investigations	1,000	1,000	850
Emergency Arrangements	150	150	97
Capital Grants & Contributions (RECS)	33,000	573,000	401,951 a)
Third Party Payments			
Contract Payments	3,000	3,000	2,408
	<hr/>	<hr/>	<hr/>
	69,300	608,600	437,627
Less Income			
Capital Grants Received (RECS)	-	(550,000)	(385,566) a)
	<hr/>	<hr/>	<hr/>
<u>Sub-total</u>	69,300	58,600	52,061
Central, Departmental & Technical Support Services			
Central Salaries & Administration	1,900	1,550	1,576
Information Technology Expenses	1,300	300	304
Departmental Administrative Expenses	15,000	13,050	12,487
Capital Programme Revenue Expenses	10,850	9,750	9,742
	<hr/>	<hr/>	<hr/>
<u>TO SUMMARY</u>	98,350	83,250	76,170
	<hr/>	<hr/>	<hr/>
Full Time Equivalent Number of Staff (including Support Service Staff)	1.02	0.96	

- a) Lower than anticipated expenditure on the repair and renew grant scheme which has been extended to 30 June 2015.

DIRECTOR OF PLANNING, HOUSING AND ENVIRONMENTAL HEALTH

9. CIVIL CONTINGENCIES

Employees

Overtime	-	-	80
Employer's National Insurance Contributions	-	-	5
Salaries	32,550	30,000	30,536

Supplies & Services

Purchases - Equipment & Materials	500	3,000	3,280
Provision of Sandbags	500	18,200	18,207
Maintenance - General	500	500	-
Staff Telephone Expenses	250	250	-
Mobile Telephones	400	400	97
Out of Hours Call Service	12,650	12,650	12,639
Other Expenses	400	400	277
Civil Defence Planning	19,000	21,850	22,430

<hr/>	<hr/>	<hr/>
66,750	87,250	87,551

Less Income

Recharge to Other Accounts	(6,700)	(6,350)	(6,379)
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<hr/>	<hr/>	<hr/>	
<u>Sub-total</u>	60,050	80,900	81,172

Central, Departmental & Technical Support Services

Central Salaries & Administration	21,650	20,500	20,127
Information Technology Expenses	450	1,550	1,566
Departmental Administrative Expenses	14,950	12,900	11,939

<hr/>	<hr/>	<hr/>	
<u>TO SUMMARY</u>	97,100	115,850	114,804

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

1.16	1.14	
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DIRECTOR OF PLANNING, HOUSING AND ENVIRONMENTAL HEALTH

**10. HOUSING STRATEGY
& ENABLING ROLE**

(a) HOUSING STRATEGY

Employees

Salaries

54,450

55,300

54,911

Supplies & Services

Publicity & Promotion

750

750

187

Energy Efficiency Initiatives

3,100

3,100

754

Support for External Agencies

6,500

6,500

1,500 a)

Capital Grants & Contributions (RECS)

-

36,000

- b)

Sub-total

64,800

101,650

57,352

**Central, Departmental & Technical
Support Services**

Central Salaries & Administration

16,650

13,800

13,880

Information Technology Expenses

650

700

682

Departmental Administrative Expenses

18,250

19,400

18,607

100,350

135,550

90,521

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

1.80

1.79

a) Reduced due to changes in supporting "Action with Communities in Rural Kent".

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

127,500

127,150

125,078

Supplies & Services

Tracing Services

-

1,900

1,875

Third Party Payments

Choice Based Lettings

7,000

7,000

6,783

Sub-total

134,500

136,050

133,736

**Central, Departmental & Technical
Support Services**

Central Salaries & Administration

12,900

11,850

10,922

Information Technology Expenses

1,850

2,000

1,984

Departmental Administrative Expenses

48,300

49,900

47,797

197,550

199,800

194,439

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

4.34

4.29

HOUSING STRATEGY & ENABLING ROLE

(a) HOUSING STRATEGY

100,350

135,550

90,521

(b) HOUSING REGISTER

197,550

199,800

194,439

TO SUMMARY

297,900

335,350

284,960

DIRECTOR OF PLANNING, HOUSING AND ENVIRONMENTAL HEALTH

	ORIGINAL ESTIMATE £	2014/15 REVISED ESTIMATE £	PROVISIONAL OUTTURN £
11. HOMELESSNESS			
Employees			
Salaries	150,950	152,050	150,077
Supplies & Services			
Bed & Breakfast Charges	150,000	175,000	265,166 a)
Storage of Furniture, Transport, etc.	250	250	-
Repossession Prevention Fund	5,500	4,000	1,457 b)
Rent Deposits / Rent in Advance - Payments to Landlords	33,550	33,550	9,042 b)
Publicity & Promotion	300	300	-
Contribution to Bad Debt Provision	20,000	20,000	(258) c)
Third Party Payments			
Medical Assessments	4,000	2,000	906
	<hr/>	<hr/>	<hr/>
	364,550	387,150	426,390
	<hr/>	<hr/>	<hr/>
Less Income			
Repossession Prevention Fund - Recharges	-	-	(1,367) b)
Rent Deposits / Rent in Advance - Recharges to Tenants	(33,550)	(33,550)	(7,192) b)
Customer & Client Receipts - Accommodation	(145,000)	(166,000)	(255,152) a)
Customer & Client Receipts - Service Charge	(5,000)	(9,000)	(9,996) a)
	<hr/>	<hr/>	<hr/>
	(183,550)	(208,550)	(273,707)
	<hr/>	<hr/>	<hr/>
<u>Sub-total</u>	181,000	178,600	152,683
Central, Departmental & Technical Support Services			
Central Salaries & Administration	33,250	28,450	27,887
Information Technology Expenses	7,450	9,650	9,703
Departmental Administrative Expenses	58,200	60,550	57,906
	<hr/>	<hr/>	<hr/>
<u>TO SUMMARY</u>	279,900	277,250	248,179
	<hr/>	<hr/>	<hr/>
Full Time Equivalent Number of Staff (including Support Service Staff)	5.36	5.31	

DIRECTOR OF PLANNING, HOUSING AND ENVIRONMENTAL HEALTH

HOMELESSNESS

- a) Significant increase in demand for temporary accommodation. Offset by increase in recharges.
- b) Reduction in requests for these services and reduced recharges.
- c) Reduction in bad debt provision due to lower than anticipated expenditure on rent deposits and improved processes for recharging bed and breakfast charges.

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 £	2014/15 REVISED ESTIMATE £	PROVISIONAL OUTTURN £
	138,650	139,050	136,291
	7,500	8,650	8,275
	4,550	5,300	5,297
	53,850	55,450	53,042
	204,550	208,450	202,905
	4.79	4.77	

DIRECTOR OF PLANNING, HOUSING AND ENVIRONMENTAL HEALTH

13. HOME SAFETY

Employees

Salaries

2,200

2,200

2,208

**Central, Departmental & Technical
Support Services**

Central Salaries & Administration

550

450

456

Information Technology Expenses

-

-

6

Departmental Administrative Expenses

750

800

713

TO SUMMARY

3,500

3,450

3,383

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

0.07

0.07

DIRECTOR OF PLANNING, HOUSING AND ENVIRONMENTAL HEALTH

	ORIGINAL ESTIMATE £	2014/15 REVISED ESTIMATE £	PROVISIONAL OUTTURN £
14. PRIVATE SECTOR HOUSING RENEWAL			
Employees			
Salaries	149,600	147,550	149,284
Supplies & Services			
Professional Fees	300	300	240
Capital Grants & Contributions (RECS)	715,000	742,000	640,784 a)
No Use Empty Loan Scheme	1,000	2,000	1,533
	<hr/>	<hr/>	<hr/>
	865,900	891,850	791,841
	<hr/>	<hr/>	<hr/>
Less Income			
Fees & Charges	(100)	(100)	(21)
Contribution from Other Bodies	(1,000)	(2,000)	(1,533)
Capital Grants Received (RECS)	(454,000)	(454,000)	(483,704) b)
	<hr/>	<hr/>	<hr/>
	(455,100)	(456,100)	(485,258)
	<hr/>	<hr/>	<hr/>
Sub-total	410,800	435,750	306,583
Central, Departmental & Technical Support Services			
Central Salaries & Administration	4,700	4,100	4,116
Information Technology Expenses	8,400	9,850	9,864
Departmental Administrative Expenses	51,700	52,650	48,516
	<hr/>	<hr/>	<hr/>
TO SUMMARY	475,600	502,350	369,079
	<hr/>	<hr/>	<hr/>
Full Time Equivalent Number of Staff (including Support Service Staff)	4.04	3.97	

- a) Reflects underspend on 2014/15 Capital Plan provision for Disabled Facilities Grants and Housing Assistance Grants.
- b) Higher than anticipated repayment of grants by householders.

DIRECTOR OF PLANNING, HOUSING AND ENVIRONMENTAL HEALTH

15. PRIVATE SECTOR
HOUSING STANDARDS

Employees

Salaries

59,000

58,750

59,373

Supplies & Services

Private Sector House Condition Survey

3,000

-

-

62,000

58,750

59,373

Less Income

Houses in Multiple Occupation Licences

(400)

(400)

(780)

Sub-total

61,600

58,350

58,593

**Central, Departmental & Technical
Support Services**

Central Salaries & Administration

1,600

1,300

1,298

Information Technology Expenses

3,400

3,950

3,970

Departmental Administrative Expenses

19,400

20,150

18,703

TO SUMMARY

86,000

83,750

82,564

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

1.53

1.51

DIRECTOR OF PLANNING, HOUSING AND ENVIRONMENTAL HEALTH

16. HOME IMPROVEMENT AGENCY

Employees
Salaries

ORIGINAL ESTIMATE £	2014/15 REVISED ESTIMATE £	PROVISIONAL OUTTURN £
6,550	6,550	6,623

Supplies & Services

Professional Fees
Miscellaneous Insurance

500	500	-
550	550	529

Sub-total

7,600	7,600	7,152
-------	-------	-------

Central, Departmental & Technical Support Services

Information Technology Expenses
Departmental Administrative Expenses

-	50	29
2,300	2,350	2,140

TO SUMMARY

9,900	10,000	9,321
--------------	---------------	--------------

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

0.17	0.17	
------	------	--

DIRECTOR OF PLANNING, HOUSING AND ENVIRONMENTAL HEALTH

17. PUBLIC HEALTH ACT 1984

Employees
Salaries

850

850

883

Third Party Payments
Funeral Expenses

2,500

2,500

688

Sub-total

3,350

3,350

1,571

**Central, Departmental & Technical
Support Services**

Central Salaries & Administration

550

450

456

Information Technology Expenses

-

-

18

Departmental Administrative Expenses

300

300

285

TO SUMMARY

4,200

4,100

2,330

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

0.03

0.03

DIRECTOR OF PLANNING, HOUSING AND ENVIRONMENTAL HEALTH

18. ENVIRONMENTAL PROTECTION ACT - PART 1

Employees

Salaries

24,550

25,800

26,158

Less Income

Fees & Charges

(14,500)

(11,300)

(13,350)

Sub-total

10,050

14,500

12,808

Central, Departmental & Technical Support Services

Central Salaries & Administration

1,400

1,150

1,142

Information Technology Expenses

4,900

5,650

5,679

Departmental Administrative Expenses

9,150

9,700

9,373

TO SUMMARY

25,500

31,000

29,002

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

0.73

0.71

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

25,500

31,000

29,002

Share of:

Democratic Administration

5,400

5,500

5,397

Corporate Management

2,150

2,300

2,325

Non Distributed Costs

2,550

3,200

3,212

Full Cost of LAPPC / LA-IPPC

35,600

42,000

39,936

DIRECTOR OF PLANNING, HOUSING AND ENVIRONMENTAL HEALTH

19. ENVIRONMENTAL PROTECTION

Employees

Salaries	187,250	186,750	189,164
----------	---------	---------	---------

Supplies & Services

Purchases - Equipment & Materials	500	500	8,210 a)
Maintenance - Calibration of Instruments	1,000	1,000	1,823
Miscellaneous Insurance	400	400	414
Emergency Arrangements	3,800	3,900	3,929
Capital Grants & Contributions (RECS)	-	150,000	- b)

Third Party Payments

Water Sampling	550	1,000	1,208
General	750	750	1,115
Landfill & Pollution Monitoring	2,000	2,000	-
Air Quality	12,750	37,750	22,739 b)
Contaminated Land - Site Inspections	500	500	300

<hr/>	209,500	384,550	228,902
-------	---------	---------	---------

Less Income

Fees & Charges			
Water Sampling	(1,100)	(1,550)	(1,425)
Provision of Information	(1,000)	(2,500)	(1,877)
Contribution from Other Bodies	-	(20,000)	- b)
Capital Grants Received (RECS)	-	(150,000)	- b)

<hr/>	(2,100)	(174,050)	(3,302)
-------	---------	-----------	---------

Sub-total

<hr/>	207,400	210,500	225,600
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Central, Departmental & Technical Support Services

Central Salaries & Administration	9,600	11,700	11,344
Information Technology Expenses	9,800	10,850	10,886
Departmental Administrative Expenses	72,800	75,300	72,660

Depreciation & Impairment

Non-Current Asset Depreciation	2,900	2,900	2,717
--------------------------------	-------	-------	-------

TO SUMMARY

<hr/>	302,500	311,250	323,207
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Full Time Equivalent Number of Staff
(including Support Service Staff)

5.32	5.35
------	------

- a) Increased costs primarily due to purchase of contaminated land software funded from an earmarked reserve.
- b) A20 Air Quality project delayed.

DIRECTOR OF PLANNING, HOUSING AND ENVIRONMENTAL HEALTH

20. FOOD & SAFETY

(a) GENERAL

Employees

Salaries	170,600	125,800	121,780
----------	---------	---------	---------

Supplies & Services

Protective Clothing	200	200	89
Health Education	500	600	38
Health General	500	400	407
Miscellaneous Insurance	1,300	1,350	1,368
Healthy Living Initiatives	41,000	-	-

Third Party Payments

Port Health Authority	400	400	440
-----------------------	-----	-----	-----

<hr/>	214,500	128,750	124,122
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Less Income

Court Costs	-	-	(1,207)
Choosing Health / Public Health Funding	(72,300)	-	-

<hr/>	142,200	128,750	122,915
-------	---------	---------	---------

Sub-total

Central, Departmental & Technical Support Services

Central Salaries & Administration	10,850	9,950	9,628
Information Technology Expenses	8,900	11,200	11,243
Departmental Administrative Expenses	67,650	56,600	52,712

<hr/>	229,600	206,500	196,498
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Full Time Equivalent Number of Staff
(including Support Service Staff)

4.81	3.81
------	------

DIRECTOR OF PLANNING, HOUSING AND ENVIRONMENTAL HEALTH

20. FOOD & SAFETY (continued)

(b) FOOD SAFETY

Employees

Salaries

152,500

111,050

107,307

Supplies & Services

Health General

500

500

1,392

Other Expenses

500

500

968

Third Party Payments

Food Sampling

200

400

189

153,700

112,450

109,856

Less Income

Court Costs

(500)

(500)

-

Fees & Charges

Food Inspection

(2,000)

(2,000)

(2,700)

Training Courses

(1,750)

(600)

(2,382)

(4,250)

(3,100)

(5,082)

Sub-total

149,450

109,350

104,774

Central, Departmental & Technical Support Services

Central Salaries & Administration

3,300

9,050

8,463

Information Technology Expenses

9,200

10,650

10,676

Departmental Administrative Expenses

62,950

50,250

46,708

224,900

179,300

170,621

Full Time Equivalent Number of Staff

(including Support Service Staff)

4.40

3.39

FOOD & SAFETY

(a) GENERAL

229,600

206,500

196,498

(b) FOOD SAFETY

224,900

179,300

170,621

TO SUMMARY

454,500

385,800

367,119

DIRECTOR OF PLANNING, HOUSING AND ENVIRONMENTAL HEALTH

	ORIGINAL ESTIMATE £	2014/15 REVISED ESTIMATE £	PROVISIONAL OUTTURN £
21. <u>PUBLIC HEALTH</u>			
Employees			
Salaries	-	108,000	106,946
Supplies & Services			
Health Living Initiatives	-	86,400	82,127 a)
	-----	-----	-----
	-	194,400	189,073
	-----	-----	-----
Less Income			
Contribution from Other Bodies	-	(3,000)	(3,084)
Public Health Funding	-	(152,150)	(152,153)
	-----	-----	-----
	-	(155,150)	(155,237)
	-----	-----	-----
<u>Sub-total</u>	-	39,250	33,836
Central, Departmental & Technical Support Services			
Central Salaries & Administration	-	3,550	3,398
Departmental Administrative Expenses	-	46,400	44,184
	-----	-----	-----
<u>TO SUMMARY</u>	-	89,200	81,418
	-----	-----	-----
Full Time Equivalent Number of Staff (including Support Service Staff)	-	3.50	

a) Balance has been transferred to an earmarked reserve for use in future years.

DIRECTOR OF STREET SCENE AND LEISURE

SUMMARY

	ORIGINAL ESTIMATE	2014/15 REVISED ESTIMATE	PROVISIONAL OUTTURN
	£	£	£
1. REFUSE COLLECTION	1,304,200	1,322,650	1,319,741
2. RECYCLING	960,800	1,011,600	1,128,560
3. STREET SCENE	1,399,400	1,377,550	1,375,090
4. PUBLIC CONVENIENCES	225,050	210,000	200,397
5. PEST CONTROL	36,250	25,950	24,154
6. TONBRIDGE & MALLING LEISURE TRUST	178,650	324,950	345,490
7. LARKFIELD LEISURE CENTRE	891,450	933,900	924,448
8. ANGEL CENTRE	338,500	343,750	332,906
9. TONBRIDGE SWIMMING POOL	509,150	540,900	531,245
10. POULT WOOD GOLF CENTRE	240,650	178,000	423,584
11. SPORTS GROUNDS	464,600	457,850	454,207
12. PLEASURE GROUNDS & OPEN SPACES	1,111,850	932,500	789,268
13. ALLOTMENTS	11,050	11,250	11,705
14. CHURCHYARDS	11,600	11,350	8,970
15. CEMETERY	111,850	92,600	85,028
16. YOUTH & PLAY DEVELOPMENT	160,700	169,650	157,484
17. SPORTS DEVELOPMENT	60,700	64,350	53,923
18. ARTS PROGRAMME	83,350	81,550	81,912
19. TONBRIDGE CHRISTMAS LIGHTING	26,300	26,150	28,644
20. LEISURE STRATEGY / MANAGEMENT	201,350	232,400	219,617
	8,327,450	8,348,900	8,496,373
Full Time Equivalent Number of Staff (Including Support Service Staff)	34.60	34.09	

DIRECTOR OF STREET SCENE AND LEISURE

1. REFUSE COLLECTION

	ORIGINAL ESTIMATE £	2014/15 REVISED ESTIMATE £	PROVISIONAL OUTTURN £
Employees			
Salaries	117,800	119,750	119,334
Premises Related Expenses			
Vale Rise Depot Recharge	30,950	31,250	33,589
Supplies & Services			
Purchases - Equipment & Materials	3,000	3,000	3,085
Emergency Arrangements	1,100	950	842
Information Leaflets	1,200	2,000	4,022
Other Expenses	3,000	2,200	3,330
Third Party Payments			
Refuse Collection Contract	1,065,950	1,065,950	1,064,816
Bulky Household Refuse Collection	36,050	36,050	31,771
	<hr/>	<hr/>	<hr/>
	1,259,050	1,261,150	1,260,789
	<hr/>	<hr/>	<hr/>
Less Income			
Fees & Charges			
Bulky Household Refuse Collection	(40,700)	(40,700)	(41,996)
Contributions from Other Bodies	(22,900)	(28,900)	(28,899)
	<hr/>	<hr/>	<hr/>
	(63,600)	(69,600)	(70,895)
	<hr/>	<hr/>	<hr/>
<u>Sub-total</u>	1,195,450	1,191,550	1,189,894
Central, Departmental & Technical Support Services			
Central Salaries & Administration	9,800	10,750	10,395
Information Technology Expenses	3,100	23,400	23,466
Departmental Administrative Expenses	56,700	57,000	54,811
Capital Programme Revenue Expenses	650	750	759
Depreciation & Impairment			
Non-Current Asset Depreciation	38,500	39,200	40,416
	<hr/>	<hr/>	<hr/>
<u>TO SUMMARY</u>	1,304,200	1,322,650	1,319,741
	<hr/>	<hr/>	<hr/>
Full Time Equivalent Number of Staff (including Support Service Staff)	4.07	4.46	

DIRECTOR OF STREET SCENE AND LEISURE

2. RECYCLING

Employees

Salaries

ORIGINAL ESTIMATE £	2014/15 REVISED ESTIMATE £	PROVISIONAL OUTTURN £
116,500	117,000	116,624
Premises Related Expenses		
Recycling Centres - Servicing	3,000	17,000
Rates	1,000	950
Transport Related Expenses		
Vehicle Maintenance / Fuel etc	60,000	60,000
Vehicle Driver / Insurance / Licence	80,650	80,650
Supplies & Services		
Publicity & Promotion	9,450	25,600
Emergency Arrangements	250	200
Contribution to Bad Debt Provision	-	-
Contribution to Kent Resource Partnership	5,000	3,000
Other Expenses	3,300	3,300
Third Party Payments		
Recycling Collection Contract	454,400	451,600
Green Waste Collection Contract	834,600	834,600
Oil Recycling	1,500	1,000
Plastic Recycling	111,800	109,300
School Initiatives	1,050	1,050
<u>Carried Forward</u>	1,682,500	1,705,250
		1,757,590

Premises Related Expenses

Recycling Centres - Servicing

Rates

Transport Related Expenses

Vehicle Maintenance / Fuel etc

Vehicle Driver / Insurance / Licence

Supplies & Services

Publicity & Promotion

Emergency Arrangements

Contribution to Bad Debt Provision

Contribution to Kent Resource Partnership

Other Expenses

Third Party Payments

Recycling Collection Contract

Green Waste Collection Contract

Oil Recycling

Plastic Recycling

School Initiatives

Carried Forward

- a) Delay in start of Kent Resource Partnership Communications project. Underspend carried forward into 2015/16.
- b) Bad debt provision in respect of amounts owed to the Council by Aylesford Newsprint when they went into administration in February 2015.
- c) Increased costs primarily due to purchase of signs for recycling sites funded from an earmarked reserve.

DIRECTOR OF STREET SCENE AND LEISURE

2. RECYCLING (continued)

	ORIGINAL ESTIMATE £	2014/15 REVISED ESTIMATE £	PROVISIONAL OUTTURN £
<u>Brought Forward</u>	1,682,500	1,705,250	1,757,590
Less Income			
Glass Recycling	(109,000)	(88,250)	(45,200) d)
Can Recycling	(26,000)	(24,000)	(23,563)
Textile Recycling	(25,000)	(23,100)	(25,848)
Paper Recycling	(294,700)	(257,000)	(230,479) e)
Recycling Credits - Disposal	(415,000)	(398,500)	(394,863)
Contributions from Other Bodies	(13,600)	(43,900)	(45,840)
	<hr/>	<hr/>	<hr/>
	(883,300)	(834,750)	(765,793)
	<hr/>	<hr/>	<hr/>
<u>Sub-total</u>	799,200	870,500	991,797
Central, Departmental & Technical Support Services			
Central Salaries & Administration	28,400	8,200	8,028
Information Technology Expenses	2,150	1,150	1,150
Departmental Administrative Expenses	52,250	55,300	53,304
Capital Programme Revenue Expenses	1,050	1,250	1,220
Depreciation & Impairment			
Non-Current Asset Depreciation	77,750	75,200	73,061
	<hr/>	<hr/>	<hr/>
<u>TO SUMMARY</u>	960,800	1,011,600	1,128,560
	<hr/>	<hr/>	<hr/>
Full Time Equivalent Number of Staff (including Support Service Staff)	3.98	4.02	

- d)** Significant reduction in the market value for glass recycle. Partly offset by increased contribution from Tunbridge Wells Borough Council.
- e)** Following Aylesford Newsprint going into administration in February 2015 the Council had to find an alternate outlet for paper recycle which resulted in a significant reduction in price.

DIRECTOR OF STREET SCENE AND LEISURE

3. STREET SCENE

Employees

	ORIGINAL ESTIMATE £	2014/15 REVISED ESTIMATE £	PROVISIONAL OUTTURN £
Salaries	145,500	130,600	129,794
Supplies & Services			
Purchases - Equipment & Materials	10,000	10,000	12,745
Abatement Initiatives (Self Help)	15,000	15,000	15,058
Responsible Dog Ownership	32,300	32,300	33,752
Graffiti Removal	5,500	4,000	1,905
Dog Warden	54,200	60,000	59,111
Emergency Arrangements	700	700	583
Contribution to Clean Kent Campaign	3,000	-	-
Third Party Payments			
Amenity & Street Cleansing Contract	1,216,400	1,229,900	1,229,976
	<hr/>	<hr/>	<hr/>
	1,482,600	1,482,500	1,482,924
	<hr/>	<hr/>	<hr/>
Less Income			
Fees & Charges			
Amenity Cleansing for Russet Homes	(64,800)	(68,200)	(71,283)
Court Costs	-	(100)	(110)
Recharge to Utility Companies	(1,150)	(750)	-
Stray Dogs Redemption Fees	(5,000)	(9,000)	(10,555)
Fixed Penalty Notices	(5,500)	(7,000)	(7,254)
Recharge to Other Accounts	(76,200)	(84,600)	(81,197)
	<hr/>	<hr/>	<hr/>
	(152,650)	(169,650)	(170,399)
	<hr/>	<hr/>	<hr/>
<u>Sub-total</u>	1,329,950	1,312,850	1,312,525
Central, Departmental & Technical Support Services			
Central Salaries & Administration	7,000	8,300	8,089
Information Technology Expenses	2,850	1,800	1,825
Departmental Administrative Expenses	59,600	54,600	52,651
	<hr/>	<hr/>	<hr/>
<u>TO SUMMARY</u>	1,399,400	1,377,550	1,375,090
	<hr/>	<hr/>	<hr/>
Full Time Equivalent Number of Staff (including Support Service Staff)	4.33	4.13	

DIRECTOR OF STREET SCENE AND LEISURE

4. PUBLIC CONVENIENCES

Employees

Salaries

ORIGINAL ESTIMATE	2014/15 REVISED ESTIMATE	PROVISIONAL OUTTURN
£	£	£
14,350	15,300	15,253

Premises Related Expenses

Building Repairs Expenditure

24,400 16,900 20,401 a)

Electricity

9,500 9,500 11,356

Rates

18,300 18,200 18,185

Water Charges (Metered)

8,500 7,500 10,234

Sewerage & Environmental Services

9,000 9,000 14,710 b)

Premises Insurance

2,950 2,900 2,903

Third Party Payments

Public Convenience Cleansing Contract

62,800 60,800 58,943

Sub-total

149,800 140,100 151,985

Central, Departmental & Technical Support Services

Central Salaries & Administration

6,000 5,250 5,226

Information Technology Expenses

250 400 417

Departmental Administrative Expenses

7,000 7,150 6,901

Depreciation & Impairment

Non-Current Asset Depreciation

62,000 57,100 57,098

Non-Current Asset Impairment

- - (21,230) c)

TO SUMMARY

225,050 210,000 200,397

Full Time Equivalent Number of Staff

(including Support Service Staff)

0.59 0.60

- a) Higher than anticipated expenditure on general response and vandalism.
- b) Higher than anticipated charges.
- c) Reversal of impairment charge in 2009/10.

DIRECTOR OF STREET SCENE AND LEISURE

5. PEST CONTROL

Employees

Salaries

13,800

8,900

8,848

Supplies & Services

Emergency Arrangements

450

450

460

Financial Hardship Subsidy

4,500

3,500

2,032

Sub-total

18,750

12,850

11,340

**Central, Departmental & Technical
Support Services**

Central Salaries & Administration

4,400

3,750

3,652

Information Technology Expenses

5,550

5,300

5,315

Departmental Administrative Expenses

7,550

4,050

3,847

TO SUMMARY

36,250

25,950

24,154

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

0.66

0.49

DIRECTOR OF STREET SCENE AND LEISURE

	ORIGINAL ESTIMATE £	2014/15 REVISED ESTIMATE £	PROVISIONAL OUTTURN £
6. <u>TONBRIDGE & MALLING LEISURE TRUST</u>			
Employees			
Salaries	-	57,100	56,733
Third Party Payments			
Service Fee	178,650	194,000	194,150
Utility Cost Sharing	-	-	18,530 a)
General Payments	-	2,800	6,009
	<hr/>	<hr/>	<hr/>
<u>Sub-total</u>	178,650	253,900	275,422
Central, Departmental & Technical Support Services			
Central Salaries & Administration	-	7,500	7,518
Information Technology Expenses	-	-	7
Departmental Administrative Expenses	-	63,550	62,543
	<hr/>	<hr/>	<hr/>
<u>TO SUMMARY</u>	178,650	324,950	345,490
	<hr/>	<hr/>	<hr/>
Full Time Equivalent Number of Staff (including Support Service Staff)	-	1.29	

- a) Payment due to TMLT in accordance with the management agreement. Funded entirely from an earmarked reserve.

DIRECTOR OF STREET SCENE AND LEISURE

	ORIGINAL ESTIMATE £	2014/15 REVISED ESTIMATE £	PROVISIONAL OUTTURN £
7. <u>LARKFIELD LEISURE CENTRE</u>			
Employees			
Salaries	8,100	2,800	2,792
Premises Related Expenses			
Building Repairs Expenditure	89,050	117,100	121,722
Premises Insurance	24,450	23,350	23,332
Supplies & Services			
Purchases - Equipment & Materials	-	-	1,731
Consultancy Fees	-	1,500	1,476
Miscellaneous Insurance	550	150	133
	<hr/>	<hr/>	<hr/>
	122,150	144,900	151,186
Less Income			
De Minimis Capital Receipts	-	-	(5,208) a)
	<hr/>	<hr/>	<hr/>
<u>Sub-total</u>	122,150	144,900	145,978
Central, Departmental & Technical Support Services			
Central Salaries & Administration	16,000	14,850	14,795
Information Technology Expenses	5,000	400	411
Departmental Administrative Expenses	92,000	74,700	74,647
Capital Programme Revenue Expenses	2,050	2,150	2,127
Depreciation & Impairment			
Non-Current Asset Depreciation	654,250	696,900	684,782 b)
Non-Current Asset Impairment	-	-	1,708
	<hr/>	<hr/>	<hr/>
<u>TO SUMMARY</u>	891,450	933,900	924,448
	<hr/>	<hr/>	<hr/>
Full Time Equivalent Number of Staff (Including Support Service Staff)	0.57	0.32	

a) Proceeds from sale of old fitness equipment.

b) Lower than anticipated expenditure on capital renewals.

DIRECTOR OF STREET SCENE AND LEISURE

	ORIGINAL ESTIMATE £	2014/15 REVISED ESTIMATE £	PROVISIONAL OUTTURN £
8. <u>ANGEL CENTRE</u>			
Employees			
Salaries	7,550	2,800	2,792
Premises Related Expenses			
Building Repairs Expenditure	33,100	53,450	53,993
Rates	-	-	(3,162) a)
Premises Insurance	12,300	11,750	11,756
Supplies & Services			
Miscellaneous Insurance	200	50	43
	<hr/>	<hr/>	<hr/>
	53,150	68,050	65,422
Less Income			
De Minimis Capital Receipts	-	-	(4,950) b)
	<hr/>	<hr/>	<hr/>
<u>Sub-total</u>	53,150	68,050	60,472
Central, Departmental & Technical Support Services			
Central Salaries & Administration	15,250	7,600	7,554
Information Technology Expenses	3,850	450	471
Departmental Administrative Expenses	40,750	51,400	51,343
Capital Programme Revenue Expenses	11,750	2,150	2,127
Depreciation & Impairment			
Non-Current Asset Depreciation	213,750	214,100	209,199
Non-Current Asset Impairment	-	-	1,740
	<hr/>	<hr/>	<hr/>
<u>TO SUMMARY</u>	338,500	343,750	332,906
	<hr/>	<hr/>	<hr/>
Full Time Equivalent Number of Staff (Including Support Service Staff)	0.64	0.20	

a) Refund in respect of prior years following appeal.

b) Proceeds from sale of old fitness equipment.

DIRECTOR OF STREET SCENE AND LEISURE

9. TONBRIDGE SWIMMING POOL

Employees

Salaries

5,100

2,800

2,792

Premises Related Expenses

Building Repairs Expenditure

80,350

103,650

99,894

Premises Insurance

18,100

17,650

17,652

Supplies & Services

Miscellaneous Insurance

300

50

72

Sub-total

103,850

124,150

120,410

Central, Departmental & Technical Support Services

Central Salaries & Administration

12,100

11,000

10,983

Information Technology Expenses

3,800

400

393

Departmental Administrative Expenses

36,950

44,350

44,327

Capital Programme Revenue Expenses

1,900

2,200

2,197

Depreciation & Impairment

Non-Current Asset Depreciation

350,550

358,800

352,935

TO SUMMARY

509,150

540,900

531,245

Full Time Equivalent Number of Staff

(Including Support Service Staff)

0.40

0.25

DIRECTOR OF STREET SCENE AND LEISURE

	ORIGINAL ESTIMATE £	2014/15 REVISED ESTIMATE £	PROVISIONAL OUTTURN £
10. <u>POULT WOOD GOLF CENTRE</u>			
Employees			
Salaries	51,050	4,200	4,199
Premises Related Expenses			
Building Repairs Expenditure	18,000	23,000	19,315
Premises Insurance	4,250	4,050	4,298
Transport Related Expenses			
Transport Insurance	3,800	3,650	3,644
	<hr/>	<hr/>	<hr/>
<u>Sub-total</u>	77,100	34,900	31,456
Central, Departmental & Technical Support Services			
Central Salaries & Administration	22,450	7,300	7,244
Information Technology Expenses	2,350	1,850	1,875
Departmental Administrative Expenses	32,000	20,650	20,557
Capital Programme Revenue Expenses	850	600	618
Depreciation & Impairment			
Non-Current Asset Depreciation	105,900	112,700	112,289
Non-Current Asset Impairment	-	-	249,545 a)
	<hr/>	<hr/>	<hr/>
<u>TO SUMMARY</u>	240,650	178,000	423,584
	<hr/>	<hr/>	<hr/>
Full Time Equivalent Number of Staff (Including Support Service Staff)	2.06	0.24	

- a) Revaluation has resulted in fall in the value of the course and buildings.

DIRECTOR OF STREET SCENE AND LEISURE

	ORIGINAL ESTIMATE £	2014/15 REVISED ESTIMATE £	PROVISIONAL OUTTURN £
11. <u>SPORTS GROUNDS</u>			
Employees			
Salaries	36,950	37,850	37,666
Premises Related Expenses			
Building Repairs Expenditure	12,650	10,650	9,742
Maintenance of Grounds	20,650	20,650	21,764
Electricity	500	250	-
Rates	-	200	180
Premises Insurance	2,250	2,100	2,107
Transport Related Expenses			
Repairs & Maintenance	350	600	417
Licences	150	150	134
Petrol / Oil	250	750	628
Car Allowances	150	250	169
Transport Insurance	600	550	539
Supplies & Services			
Clothing, Uniform & Laundry	150	150	-
Stationery	50	50	24
Gates / Security	2,500	1,750	1,743
Honoraria	1,100	1,100	1,100
Postages	50	50	34
Telephones	200	200	101
Licences	100	100	-
Third Party Payments			
Ground Maintenance Contract	251,850	243,500	247,793
	<hr/>	<hr/>	<hr/>
	330,500	320,900	324,141
Less Income			
Rents - Land	(9,600)	(9,600)	(7,924)
	<hr/>	<hr/>	<hr/>
<u>Sub-total Carried Forward</u>	320,900	311,300	316,217

DIRECTOR OF STREET SCENE AND LEISURE

11. SPORTS GROUNDS (continued)

	ORIGINAL ESTIMATE £	2014/15 REVISED ESTIMATE £	PROVISIONAL OUTTURN £
<u>Sub-total Brought Forward</u>	320,900	311,300	316,217
Central, Departmental & Technical Support Services			
Central Salaries & Administration	13,700	15,500	15,038
Information Technology Expenses	450	500	515
Departmental Administrative Expenses	14,950	13,700	13,133
Capital Programme Revenue Expenses	6,650	6,650	6,640
Depreciation & Impairment			
Non-Current Asset Depreciation	107,950	110,200	102,664 a)
	<hr/>	<hr/>	<hr/>
<u>TO SUMMARY</u>	464,600	457,850	454,207
	<hr/>	<hr/>	<hr/>
Full Time Equivalent Number of Staff	1.44	1.53	

a) Lower than anticipated expenditure on capital renewals.

DIRECTOR OF STREET SCENE AND LEISURE

	ORIGINAL ESTIMATE £	2014/15 REVISED ESTIMATE £	PROVISIONAL OUTTURN £
12. <u>PLEASURE GROUNDS & OPEN SPACES</u>			
(a) <u>TONBRIDGE CASTLE GROUNDS</u>			
Employees			
Salaries	16,550	16,800	16,755
Premises Related Expenses			
Maintenance of Grounds	4,500	4,500	4,246
Electricity	750	500	520
Rates	1,100	1,550	1,566
Premises Insurance	50	50	36
Supplies & Services			
Purchases - Equipment & Materials	10,000	11,200	11,053
Licences	300	300	-
Third Party Payments			
Ground Maintenance Contract	106,600	97,100	97,950
Tonbridge in Bloom	8,000	8,000	7,500
	<hr/>	<hr/>	<hr/>
	147,850	140,000	139,626
	<hr/>	<hr/>	<hr/>
Less Income			
Fees & Charges - Mooring Fees	(100)	(50)	(43)
Rents			
Land	(100)	(100)	(100)
Landing Stage	(1,350)	-	-
Mobile Catering Concession	(5,000)	(5,000)	(5,010)
	<hr/>	<hr/>	<hr/>
	(6,550)	(5,150)	(5,153)
	<hr/>	<hr/>	<hr/>
<u>Sub-total</u>	141,300	134,850	134,473
Central, Departmental & Technical Support Services			
Central Salaries & Administration	2,850	2,350	2,364
Information Technology Expenses	250	350	346
Departmental Administrative Expenses	6,300	5,800	5,569
Depreciation & Impairment			
Non-Current Asset Depreciation	14,250	10,550	10,685
	<hr/>	<hr/>	<hr/>
	164,950	153,900	153,437
	<hr/>	<hr/>	<hr/>
Full Time Equivalent Number of Staff (Including Support Service Staff)	0.51	0.53	

DIRECTOR OF STREET SCENE AND LEISURE

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

(b) HAYSDEN COUNTRY PARK

Employees

	ORIGINAL ESTIMATE £	2014/15 REVISED ESTIMATE £	PROVISIONAL OUTTURN £
Salaries	34,500	37,550	37,432

Premises Related Expenses

Building Repairs Expenditure	9,900	4,400	5,952
Maintenance of Grounds	30,100	29,000	28,367
Maintenance of Play Equipment	8,000	7,700	7,044
Electricity	700	700	851
Water Charges (Metered)	50	50	39
Sewerage & Environmental Services	700	400	606
Cleaning & Domestic Supplies	5,650	5,450	5,380
Premises Insurance	100	100	111

Supplies & Services

Purchases - Equipment & Materials	2,850	2,850	2,381
Maintenance - General	300	300	-
Clothing, Uniforms & Laundry	50	50	-
Cash Collection	1,900	2,400	2,018
Trade Refuse Charges	800	700	705
Dog Bin Emptying	550	550	566
Gates / Security	6,750	6,750	7,278
Rodent Control	650	450	420
Litter Collection	6,450	6,250	6,265
Advertising	800	700	431
Telephones	500	500	30

111,300	106,850	105,876
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Less Income

Fees & Charges			
Car Parking Fees	(24,000)	(24,000)	(26,124)
Car Park Season Tickets	(5,000)	(3,000)	(2,637)
Interest Receipts	-	-	(3,921)
Rents			
Rights over Water	(5,000)	(5,700)	(5,696)
Mobile Catering Concession	(6,350)	(6,750)	(6,794)

(40,350)	(39,450)	(45,172)
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Sub-total Carried Forward

70,950	67,400	60,704
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DIRECTOR OF STREET SCENE AND LEISURE

12. PLEASURE GROUNDS & OPEN SPACES
(continued)

(b) HAYSDEN COUNTRY PARK (continued)

	ORIGINAL ESTIMATE £	2014/15 REVISED ESTIMATE £	PROVISIONAL OUTTURN £
<u>Sub-total Brought Forward</u>	70,950	67,400	60,704
Central, Departmental & Technical Support Services			
Central Salaries & Administration	2,850	2,350	2,364
Information Technology Expenses	1,650	1,550	1,553
Departmental Administrative Expenses	13,850	13,750	13,242
Depreciation & Impairment			
Non-Current Asset Depreciation	16,250	17,600	17,118
	<hr/>	<hr/>	<hr/>
	105,550	102,650	94,981
	<hr/>	<hr/>	<hr/>
Full Time Equivalent Number of Staff (Including Support Service Staff)	1.17	1.27	

DIRECTOR OF STREET SCENE AND LEISURE

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

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

Employees

Salaries	51,000	54,050	53,828
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Premises Related Expenses

Building Repairs Expenditure	1,000	1,000	-
Maintenance of Grounds	29,650	29,650	25,858
Maintenance of Play Equipment	6,000	6,000	5,395
Electricity	600	600	651
Premises Insurance	2,150	2,100	2,075

Supplies & Services

Purchases - Equipment & Materials	800	800	1,581
Security Services	400	400	200
Dog Bin Emptying	300	300	302
Rodent Control	250	250	140
Miscellaneous Insurance	-	-	216
Telephones	100	100	60
Capital Grants & Contributions (RECS)	802,000	135,000	23,684 a)

Third Party Payments

Ground Maintenance Contract	154,250	143,050	142,326
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<hr/>	1,048,500	373,300	256,316
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Less Income

Interest Receipts	(3,900)	(3,900)	(15,786) b)
Rents			
Land	(14,300)	(7,500)	(8,516)
Wayleave Agreement	(1,250)	(1,250)	(1,248)
Capital Grants Received (RECS)	(492,000)	-	-

<hr/>	(511,450)	(12,650)	(25,550)
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Sub-total Carried Forward

<hr/>	537,050	360,650	230,766
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a) Lower than anticipated expenditure on the Tonbridge Town Lock Capital Plan Scheme.

b) Release of developer contributions to fund maintenance of open spaces.

DIRECTOR OF STREET SCENE AND LEISURE

12. PLEASURE GROUNDS & OPEN SPACES
(continued)

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

	ORIGINAL ESTIMATE £	2014/15 REVISED ESTIMATE £	PROVISIONAL OUTTURN £
<u>Sub-total Brought Forward</u>	537,050	360,650	230,766
Central, Departmental & Technical Support Services			
Central Salaries & Administration	6,150	5,900	5,816
Information Technology Expenses	350	650	676
Departmental Administrative Expenses	20,850	19,950	19,193
Capital Programme Revenue Expenses	65,400	66,300	66,259
Depreciation & Impairment			
Non-Current Asset Depreciation	46,400	46,150	42,508
	<hr/>	<hr/>	<hr/>
	676,200	499,600	365,218
	<hr/>	<hr/>	<hr/>
Full Time Equivalent Number of Staff (Including Support Service Staff)	2.87	2.98	

DIRECTOR OF STREET SCENE AND LEISURE

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

(d) PATROLLING

Employees

Salaries	4,650	5,050	5,052
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Transport Related Expenses

Repairs & Maintenance	400	650	417
Licences	100	100	133
Petrol / Oil	250	750	628
Transport Insurance	600	550	539

Supplies & Services

Clothing, Uniform & Laundry	150	150	-
Gates / Security	2,500	1,750	1,743
Telephones	100	100	92

Sub-total

8,750	9,100	8,604
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**Central, Departmental & Technical
Support Services**

Central Salaries & Administration	1,350	1,100	1,109
Information Technology Expenses	100	100	80
Departmental Administrative Expenses	1,900	1,850	1,748

12,100	12,150	11,541
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**Full Time Equivalent Number of Staff
(Including Support Service Staff)**

0.17	0.18
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DIRECTOR OF STREET SCENE AND LEISURE

	ORIGINAL ESTIMATE £	2014/15 REVISED ESTIMATE £	PROVISIONAL OUTTURN £
12. PLEASURE GROUNDS & OPEN SPACES (continued)			
(e) COUNTRYSIDE / WOODLAND MANAGEMENT			
Employees			
Salaries	9,600	14,750	14,679
Premises Related Expenses			
Maintenance of Grounds	14,700	14,700	15,383
Tree Planting Schemes	2,300	2,300	2,284
Supplies & Services			
Purchases - Equipment & Materials	500	500	47
Health & Safety - Trees	7,000	7,000	10,193
Miscellaneous Insurance	50	50	61
Third Party Payments			
Medway Valley Countryside Partnership	10,000	10,000	9,554
	<hr/>	<hr/>	<hr/>
	44,150	49,300	52,201
Less Income			
(Profit) / Loss on Stock Sales	-	-	(100)
	<hr/>	<hr/>	<hr/>
Sub-total	44,150	49,300	52,101
Central, Departmental & Technical Support Services			
Central Salaries & Administration	6,800	5,650	5,637
Information Technology Expenses	150	250	225
Departmental Administrative Expenses	3,950	5,250	5,008
	<hr/>	<hr/>	<hr/>
	55,050	60,450	62,971
	<hr/>	<hr/>	<hr/>
Full Time Equivalent Number of Staff (Including Support Service Staff)	0.41	0.55	

DIRECTOR OF STREET SCENE AND LEISURE

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

(f) LEYBOURNE LAKES COUNTRY PARK

Employees

	ORIGINAL ESTIMATE £	2014/15 REVISED ESTIMATE £	PROVISIONAL OUTTURN £
Salaries	67,150	70,200	70,866

Premises Related Expenses

Building Repairs Expenditure	4,050	1,800	1,195
Maintenance of Grounds	12,050	12,050	12,561
Electricity	3,800	2,800	2,327
Rates	50	50	21
Water Charges (Metered)	400	400	305
Sewerage & Environmental Services	300	500	568
Cleaning & Domestic Supplies	5,450	5,450	5,250
Premises Insurance	400	400	380

Transport Related Expenses

Repairs & Maintenance	550	550	533
Petrol / Oil	100	-	-
Transport Insurance	250	200	197

Supplies & Services

Purchases - Equipment & Materials	850	850	779
Clothing, Uniforms & Laundry	600	600	460
Printing & Stationery	700	700	699
Cash Collection	2,000	2,000	1,642
Trade Refuse Charges	1,550	1,550	1,683
Dog Bin Emptying	450	450	444
Gates / Security	7,950	7,450	8,302
Pest Control	250	250	210
Wildlife Monitoring	400	400	375
Hall Hire for User Group	100	100	-
Car Park Management Charges	950	950	999
Telephones	700	700	855

	<hr/> 111,050	<hr/> 110,400	<hr/> 110,651
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Less Income

Car Parking Fees	(18,000)	(17,500)	(18,177)
Car Park Season Tickets	(300)	(300)	(587)
Educational Visits	(250)	(250)	(206)
Interest Receipts	(6,300)	(4,900)	(4,779)
De Minimis Capital Receipts	-	-	(500)
Rents			
Land	(250)	(350)	(350)
Mobile Catering Concession	(7,500)	(4,500)	(4,500)
Windsurfing / Diving Concession	(7,950)	(8,200)	(8,198)
Fishing Concession	(15,100)	(18,150)	(18,050)
Contributions from Other Bodies	(11,000)	(11,000)	(11,500)

	<hr/> (66,650)	<hr/> (65,150)	<hr/> (66,847)
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Sub-total Carried Forward

	<hr/> 44,400	<hr/> 45,250	<hr/> 43,804
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DIRECTOR OF STREET SCENE AND LEISURE

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

**(f) LEYBOURNE LAKES COUNTRY PARK
(continued)**

Sub-total Brought Forward

**Central, Departmental & Technical
Support Services**

Central Salaries & Administration	4,100	3,350	3,349
Information Technology Expenses	1,300	1,300	1,325
Departmental Administrative Expenses	22,750	27,900	27,949
Capital Programme Revenue Expenses	3,300	3,350	3,282

Depreciation & Impairment

Non-Current Asset Depreciation	22,150	22,600	22,802
Non-Current Asset Impairment	-	-	(1,391)

	ORIGINAL ESTIMATE £	2014/15 REVISED ESTIMATE £	PROVISIONAL OUTTURN £
Sub-total Brought Forward	44,400	45,250	43,804
Central, Departmental & Technical Support Services			
Central Salaries & Administration	4,100	3,350	3,349
Information Technology Expenses	1,300	1,300	1,325
Departmental Administrative Expenses	22,750	27,900	27,949
Capital Programme Revenue Expenses	3,300	3,350	3,282
Depreciation & Impairment			
Non-Current Asset Depreciation	22,150	22,600	22,802
Non-Current Asset Impairment	-	-	(1,391)
	98,000	103,750	101,120
Full Time Equivalent Number of Staff (Including Support Service Staff)	2.78	2.88	

PLEASURE GROUNDS & OPEN SPACES

- (a) TONBRIDGE CASTLE GROUNDS**
- (b) HAYSDEN COUNTRY PARK**
- (c) OPEN SPACES & AMENITY AREAS**
- (d) PATROLLING**
- (e) COUNTRYSIDE/WOODLAND MANAGE'T**
- (f) LEYBOURNE LAKES COUNTRY PARK**

(a) TONBRIDGE CASTLE GROUNDS	164,950	153,900	153,437
(b) HAYSDEN COUNTRY PARK	105,550	102,650	94,981
(c) OPEN SPACES & AMENITY AREAS	676,200	499,600	365,218
(d) PATROLLING	12,100	12,150	11,541
(e) COUNTRYSIDE/WOODLAND MANAGE'T	55,050	60,450	62,971
(f) LEYBOURNE LAKES COUNTRY PARK	98,000	103,750	101,120
<u>TO SUMMARY</u>	1,111,850	932,500	789,268

DIRECTOR OF STREET SCENE AND LEISURE

	ORIGINAL ESTIMATE £	2014/15 REVISED ESTIMATE £	PROVISIONAL OUTTURN £
13. <u>ALLOTMENTS</u>			
Employees			
Salaries	500	300	313
Premises Related Expenses			
Premises Insurance	100	100	69
Third Party Payments			
Management Fee to T.A.G.A.	5,100	5,100	5,100
	<hr/>	<hr/>	<hr/>
	5,700	5,500	5,482
Less Income			
Rents	(50)	(50)	(41)
	<hr/>	<hr/>	<hr/>
<u>Sub-total</u>	5,650	5,450	5,441
Central, Departmental & Technical Support Services			
Central Salaries & Administration	450	450	410
Information Technology Expenses	-	50	26
Departmental Administrative Expenses	200	100	100
Capital Programme Revenue Expenses	900	950	919
Depreciation & Impairment			
Non-Current Asset Depreciation	3,850	4,250	4,809
	<hr/>	<hr/>	<hr/>
<u>TO SUMMARY</u>	11,050	11,250	11,705
	<hr/>	<hr/>	<hr/>
Full Time Equivalent Number of Staff (Including Support Service Staff)	0.05	0.04	

DIRECTOR OF STREET SCENE AND LEISURE

14. CHURCHYARDS

Employees

Salaries

ORIGINAL ESTIMATE	2014/15 REVISED ESTIMATE	PROVISIONAL OUTTURN
£	£	£
2,150	2,350	2,355

Premises Related Expenses

Maintenance of Grounds

7,500	7,250	4,891
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9,650	9,600	7,246
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Less Income

Contributions from Other Bodies

(50)	(50)	(24)
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Sub-total

9,600	9,550	7,222
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Central, Departmental & Technical Support Services

Central Salaries & Administration

1,150	950	939
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Information Technology Expenses

50	100	92
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Departmental Administrative Expenses

800	750	717
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TO SUMMARY

11,600	11,350	8,970
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Full Time Equivalent Number of Staff

(Including Support Service Staff)

0.08	0.08	
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DIRECTOR OF STREET SCENE AND LEISURE

15. CEMETERY

Employees

Salaries

ORIGINAL ESTIMATE	2014/15 REVISED ESTIMATE	PROVISIONAL OUTTURN
£	£	£
24,400	24,650	24,580

Premises Related Expenses

Building Repairs Expenditure

6,300 6,500 5,864

Maintenance of Grounds

5,600 6,700 6,531

Electricity

800 800 787

Rates

6,900 2,900 2,887

Water Charges (Metered)

100 100 132

Sewerage & Environmental Services

1,350 (4,200) (4,618)

Premises Insurance

1,000 750 739

Supplies & Services

Purchases - Equipment & Materials

1,950 1,950 1,894

Laundry

50 50 27

Telephones

100 100 25

Third Party Payments

Ground Maintenance Contract

68,350 63,350 62,299

Carried Forward

116,900 103,650 101,147

DIRECTOR OF STREET SCENE AND LEISURE

	ORIGINAL ESTIMATE £	2014/15 REVISED ESTIMATE £	PROVISIONAL OUTTURN £
15. <u>CEMETERY (continued)</u>			
<u>Brought Forward</u>	116,900	103,650	101,147
Less Income			
Fees & Charges			
Graves - Annual Maintenance	(500)	(500)	(444)
Graves - Exclusive Right of Burial	(16,750)	(17,750)	(19,421)
Interments	(20,600)	(22,600)	(24,338)
Memorials - Erection	(2,650)	(2,650)	(3,665)
Memorials - Inscription	(1,850)	(1,850)	(1,623)
Register Search	(1,000)	(1,000)	(1,091)
Memorial Garden - Lease of Tablet / Vault	(7,200)	(8,200)	(8,690)
Memorial Garden - Plaque / Inscription	(3,300)	(3,300)	(1,892)
Use of Chapel	(1,450)	(1,450)	(1,672)
	<hr/>	<hr/>	<hr/>
	(55,300)	(59,300)	(62,836)
	<hr/>	<hr/>	<hr/>
<u>Sub-total</u>	61,600	44,350	38,311
Central, Departmental & Technical Support Services			
Central Salaries & Administration	6,550	5,900	5,874
Information Technology Expenses	900	1,250	1,248
Departmental Administrative Expenses	10,400	8,600	8,257
Capital Programme Revenue Expenses	4,600	5,100	4,988
Depreciation & Impairment			
Non-Current Asset Depreciation	27,800	27,400	27,010
Non-Current Asset Impairment	-	-	(660)
	<hr/>	<hr/>	<hr/>
<u>TO SUMMARY</u>	111,850	92,600	85,028
	<hr/>	<hr/>	<hr/>
Full Time Equivalent Number of Staff (Including Support Service Staff)	1.02	0.99	

DIRECTOR OF STREET SCENE AND LEISURE

	ORIGINAL ESTIMATE £	2014/15 REVISED ESTIMATE £	PROVISIONAL OUTTURN £
16. <u>YOUTH & PLAY DEVELOPMENT</u>			
Employees			
Salaries	71,400	79,350	73,366 a)
Premises Related Expenses			
Rent	9,500	9,500	9,090
Transport Related Expenses			
Hire of Transport	1,500	1,000	1,008
Supplies & Services			
Purchases - Equipment & Materials	5,200	5,200	5,306
Printing & Stationery	3,500	3,500	4,434
Shows & Performances	3,500	3,500	2,881
Partnership Fees	29,750	29,750	28,904
Telephones	150	150	68
Registration & Inspection of Centres	350	300	335
Youth Development			
Activate	23,500	23,500	25,223
Youth Development Initiatives	9,000	9,000	6,594
	<hr/>	<hr/>	<hr/>
	157,350	164,750	157,209
	<hr/>	<hr/>	<hr/>
Less Income			
Fees & Charges			
Playscheme Registration Fees	(30,900)	(30,250)	(29,800)
Activate	(8,500)	(9,400)	(9,313)
Contributions from Other Bodies			
Playscheme	(11,500)	(11,750)	(12,277)
	<hr/>	<hr/>	<hr/>
	(50,900)	(51,400)	(51,390)
	<hr/>	<hr/>	<hr/>
<u>Sub-total</u>	106,450	113,350	105,819
Central, Departmental & Technical Support Services			
Central Salaries & Administration	15,400	13,000	12,865
Information Technology Expenses	7,650	8,400	8,408
Departmental Administrative Expenses	31,200	34,900	30,392
	<hr/>	<hr/>	<hr/>
<u>TO SUMMARY</u>	160,700	169,650	157,484
	<hr/>	<hr/>	<hr/>
Full Time Equivalent Number of Staff (Including Support Service Staff)	1.80	2.27	

DIRECTOR OF STREET SCENE AND LEISURE

YOUTH & PLAY DEVELOPMENT

- a) Saving arising from the vacant Youth & Play Development Officer post.

DIRECTOR OF STREET SCENE AND LEISURE

	ORIGINAL ESTIMATE £	2014/15 REVISED ESTIMATE £	PROVISIONAL OUTTURN £
17. <u>SPORTS DEVELOPMENT</u>			
Employees			
Salaries	38,300	41,250	32,443 a)
Supplies & Services			
Sports Development Programme	5,000	8,500	9,386
	<hr/>	<hr/>	<hr/>
	43,300	49,750	41,829
	<hr/>	<hr/>	<hr/>
Less Income			
Fees & Charges	-	(450)	(440)
Contributions from Other Bodies	(500)	(4,000)	(4,930)
	<hr/>	<hr/>	<hr/>
	(500)	(4,450)	(5,370)
	<hr/>	<hr/>	<hr/>
<u>Sub-total</u>	42,800	45,300	36,459
Central, Departmental & Technical Support Services			
Central Salaries & Administration	1,750	1,450	1,425
Information Technology Expenses	450	750	772
Departmental Administrative Expenses	15,700	16,850	15,267
	<hr/>	<hr/>	<hr/>
<u>TO SUMMARY</u>	60,700	64,350	53,923
	<hr/>	<hr/>	<hr/>
Full Time Equivalent Number of Staff (Including Support Service Staff)	1.06	1.03	

a) Temporary staff budget provision not required during 2014/15.

DIRECTOR OF STREET SCENE AND LEISURE

	ORIGINAL ESTIMATE £	2014/15 REVISED ESTIMATE £	PROVISIONAL OUTTURN £
18. ARTS PROGRAMME			
Employees			
Salaries	30,900	32,800	33,283
Supplies & Services			
West Kent Arts Group	6,000	6,000	6,510
Events Support	12,000	12,000	17,792 a)
Arts for Special Needs Groups	2,000	2,000	2,000
Publicity & Promotion	2,000	2,000	2,720
Subscriptions	2,200	2,200	345
Licences	3,600	2,600	2,174
Youth Art Initiatives	1,000	1,000	-
Third Party Payments			
Festival of Music	5,000	5,000	5,000
	<hr/>	<hr/>	<hr/>
	64,700	65,600	69,824
Less Income			
Developer Contributions	-	-	(3,480) a)
	<hr/>	<hr/>	<hr/>
<u>Sub-total</u>	64,700	65,600	66,344
Central, Departmental & Technical Support Services			
Central Salaries & Administration	3,150	2,550	2,567
Information Technology Expenses	400	650	666
Departmental Administrative Expenses	15,100	12,750	12,335
	<hr/>	<hr/>	<hr/>
<u>TO SUMMARY</u>	83,350	81,550	81,912
	<hr/>	<hr/>	<hr/>
Full Time Equivalent Number of Staff (Including Support Service Staff)	1.02	0.91	

- a) Unbudgeted expenditure on security for Memorial Gardens funded from a developer contribution and road closures for Tonbridge Christmas Festival funded from an earmarked reserve.

DIRECTOR OF STREET SCENE AND LEISURE

	ORIGINAL ESTIMATE £	2014/15 REVISED ESTIMATE £	PROVISIONAL OUTTURN £
19. <u>TONBRIDGE CHRISTMAS LIGHTING</u>			
Employees			
Salaries	3,000	3,000	3,099
Supplies & Services			
Tonbridge Christmas Lighting	16,000	16,000	18,372
	<hr/>	<hr/>	<hr/>
<u>Sub-total</u>	19,000	19,000	21,471
Central, Departmental & Technical Support Services			
Central Salaries & Administration	650	500	524
Information Technology Expenses	-	200	216
Departmental Administrative Expenses	1,350	1,150	1,111
Depreciation & Impairment			
Non-Current Asset Depreciation	5,300	5,300	5,322
	<hr/>	<hr/>	<hr/>
<u>TO SUMMARY</u>	26,300	26,150	28,644
	<hr/>	<hr/>	<hr/>
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

ORIGINAL ESTIMATE	2014/15 REVISED ESTIMATE	PROVISIONAL OUTTURN
£	£	£
86,900	94,500	94,444

Supplies & Services

Maintenance - General

500 500 500

Professional Fees

- 900 900

Market Research / Audit Programme

4,500 4,500 4,500

Communication Expenses

50 50 2

Subscriptions

3,650 3,650 3,640

Tourism & Promotion of Facilities

28,050 28,050 27,738

Capital Grants & Contributions (RECS)

8,000 37,000 26,776 a)

Sub-total

131,650 169,150 158,500

Central, Departmental & Technical Support Services

Central Salaries & Administration

30,550 30,250 29,556

Information Technology Expenses

4,300 600 627

Departmental Administrative Expenses

31,950 29,500 28,053

Depreciation & Impairment

Non-Current Asset Depreciation

2,900 2,900 2,881

TO SUMMARY

201,350 232,400 219,617

Full Time Equivalent Number of Staff

(Including Support Service Staff)

2.83 2.76

Analysis of Salaries:-

Tourism & Promotion

£	£	£
21,350	22,600	22,587
37,000	41,250	41,487
1,550	1,650	1,651
27,000	29,000	28,719
<u>86,900</u>	<u>94,500</u>	<u>94,444</u>

Leisure Planning / Policy

37,000 41,250 41,487

Market Research

1,550 1,650 1,651

Liaison with Outside Bodies

27,000 29,000 28,719

86,900 94,500 94,444

a) Lower than anticipated expenditure on the Community Group Funding Capital Plan Scheme.

CAPITAL PLAN MONITORING STATEMENT 2014/15 TO 31 MARCH 2015
SUMMARY OF SERVICES

	Expenditure To 31/03/14	2014/15 Estimate Inc Prior Year Slippage	2014/15 Actual to 31 March 2015
	£'000	£'000	£'000
Capital Plan Schemes			
Planning, Housing & Environmental Health	635	603	315
Street Scene & Leisure	543	313	276
Corporate	61	64	36
Sub-total	1,239	980	627
Capital Renewals			
Planning, Housing & Environmental Health	n/a	20	23
Street Scene & Leisure	n/a	329	149
Corporate	n/a	462	367
Sub-total	n/a	811	539
Total	1,239	1,791	1,166

CAPITAL PLAN MONITORING STATEMENT 2014/15 TO 31 MARCH 2015
PLANNING, HOUSING AND ENVIRONMENTAL HEALTH

	Expenditure To 31/03/14	2014/15 Estimate Inc Prior Year Slippage	2014/15 Actual to 31 March 2015
	£'000	£'000	£'000
Capital Plan Schemes			
Car Parking	90	98	29
Transportation	362	38	14
Environmental Improvements	80	120	99
Land Drainage / Flood Defence	29	23	16
Housing Investment Programme	74	324	157
Environmental Health	0	0	0
Sub-total	635	603	315
Capital Renewals	n/a	20	23
Total Planning, Housing and Environmental Health	635	623	338

CAPITAL PLAN MONITORING STATEMENT 2014/15 TO 31 MARCH 2015
PLANNING, HOUSING AND ENVIRONMENTAL HEALTH

	Code	Expenditure To 31/03/14	2014/15 Estimate Inc Prior Year Slippage	2014/15 Actual to 31 March 2015	
		£'000	£'000	£'000	
Car Parking					
(a) Improvement Programme for Existing Car Parks					
(i) Rolling Programme	P01AB	59	66	21	Some work is slipping to 2015/16 to enable similar works to be aggregated in larger contracts.
(b) Car Parking Action Plan					
(i) Phase 6	P01MA	32	6		
(ii) Phase 7 Less Developer Contributions	P01MB	(1)	26	10 (2)	
		(1)	26	8	Work continuing into 2015/16.
Total Car Parking to Summary		90	98	29	
Transportation					
(a) Local Transport Plan Partnership Programme Less Grants & Contributions	P01ED	201 (9)	34	14	Demand led expenditure to influence KCC Local Transport Plan Schemes.
Sub-total		192	34	14	
(b) Community Partnership Initiatives	P06FE	170	4		
Total Transportation to Summary		362	38	14	

CAPITAL PLAN MONITORING STATEMENT 2014/15 TO 31 MARCH 2015
PLANNING, HOUSING AND ENVIRONMENTAL HEALTH

	Code	Expenditure To 31/03/14	2014/15 Estimate Inc Prior Year Slippage	2014/15 Actual to 31 March 2015	
		£'000	£'000	£'000	
Environmental Improvements					
(a) Tonbridge Town Centre Enhancement - Phase 1	P01FH	80	20	24	Construction work to commence in June 2015.
(b) Tonbridge Town Lock	P01LD		100	75	
Total Environmental Improvements to Summary		80	120	99	
Land Drainage / Flood Defence					
(a) Drainage					
(i) Drainage Improvement Programme Less Grants & Contributions	P01HR	57 (28)	23	18 (2)	Flood alleviation works at Lavenders Hill, Tonbridge completed within the continuing improvement programme.
Sub-total		29	23	16	
(b) Tonbridge Castle River Bank Less Defra Grants	P01HT		150 (150)	3 (3)	Construction work slipped to 2015/16.
Sub-total		0	0	0	
Total Land Drainage / Flood Defence to Summary		29	23	16	

CAPITAL PLAN MONITORING STATEMENT 2014/15 TO 31 MARCH 2015
PLANNING, HOUSING AND ENVIRONMENTAL HEALTH

	Code	Expenditure To 31/03/14	2014/15 Estimate Inc Prior Year Slippage	2014/15 Actual to 31 March 2015	
		£'000	£'000	£'000	
Housing Investment Programme					
(a) House Renovation Grants					
(i) Disabled Facilities Grants - Mandatory	P03AC	n/a	652	559	The remainder of the budget was committed in 2014/15 and actual expenditure will be realised in the new financial year.
Less Grant Repayments		n/a		(12)	
Less Government Grant		n/a	(424)	(424)	
Sub-total		n/a	228	123	
(ii) Housing Assistance	P03AD	n/a	90	81	The remainder of the budget was committed in 2014/15 and actual expenditure will be realised in the new financial year.
Less Grant Repayments		n/a	(30)	(47)	
Sub-total		n/a	60	34	
(b) Renewable Energy Schemes	P03AM	74	36		Scheme progressing with the development of solid wall insulation.
(c) Winter Warmth	P03AP		9		This funding was received very late in 2014/15 but has been committed. Expenditure will be realised in the new financial year.
Less KCC Grant			(9)		
Sub-total		0	0	0	
Total Housing Investment Programme to Summary		74	324	157	
Environmental Health					
(a) Air Quality Impact Study	P02BE		150		Stalled due to key personnel changes at both MBC and KCC. It has taken a number of months to re-establish this support and following a partnership meeting in December the project is now progressing.
Less Government Grants and Other Contributions			(150)		
Sub-total		0	0	0	
Total Environmental Health to Summary		0	0	0	

CAPITAL PLAN MONITORING STATEMENT 2014/15 TO 31 MARCH 2015
PLANNING, HOUSING AND ENVIRONMENTAL HEALTH

	Code	Expenditure To 31/03/14	2014/15 Estimate Inc Prior Year Slippage	2014/15 Actual to 31 March 2015
		£'000	£'000	
Capital Renewals				
(a) CCTV Capital Renewals	P01BA	n/a	10	12
(b) Car Parking	P01JF	n/a	5	5
(c) Environmental Protection	P02EB CR01	n/a	7	6
Provision for Inflation / Savings Target	P01JZ/P02EZ	n/a	(2)	
Total Capital Renewals to Summary		n/a	20	23

CAPITAL PLAN MONITORING STATEMENT 2014/15 TO 31 MARCH 2015
STREET SCENE & LEISURE

	Expenditure To 31/03/14	2014/15 Estimate Inc Prior Year Slippage	2014/15 Actual to 31 March 2015
	£'000	£'000	£'000
Capital Plan Schemes			
Street Scene	n/a	93	79
Larkfield Leisure Centre	0	35	33
Sports Grounds	20	130	133
Open Spaces	10	15	0
Capital Grants	398	25	25
Other Schemes	115	15	6
Sub-total	543	313	276
Capital Renewals	n/a	329	149
Total Street Scene and Leisure	543	642	425

CAPITAL PLAN MONITORING STATEMENT 2014/15 TO 31 MARCH 2015
STREET SCENE & LEISURE

	Code	Expenditure To 31/03/14	2014/15 Estimate Inc Prior Year Slippage	2014/15 Actual to 31 March 2015	
		£'000	£'000	£'000	
Street Scene					
(a) Green Waste Bins Growth / Replacement	P02BC	n/a	52	20	} Net underspend of £14,000 to be carried into 2015/16. Storage issues at } depot led to a delay on planned order. }
(b) Refuse Bins Growth / Replacement	P02DA	n/a	41	59	
Total Street Scene to Summary		n/a	93	79	
Larkfield Leisure Centre					
(a) Refurbishment of Lifestyles Health Suite	P05LL		5	3	Scheme completed.
(b) Energy Saving Measures Phase 3	P05LM		30	30	
Total Larkfield Leisure Centre to Summary		0	35	33	
Sports Grounds					
(a) Tonbridge Racecourse Sportsground					Scheme completed.
(i) Bridge Renewal Repair	P05DT	20	130	133	
(ii) Flood Lighting Less Grants and Contributions	P05DA	8 (8)	12 (12)		
Sub-total		0	0	0	
Total Sports Grounds to Summary		20	130	133	Scheme delayed due to other priorities. Funding to roll forward to 2015/16.

CAPITAL PLAN MONITORING STATEMENT 2014/15 TO 31 MARCH 2015
STREET SCENE & LEISURE

	Code	Expenditure To 31/03/14	2014/15 Estimate Inc Prior Year Slippage	2014/15 Actual to 31 March 2015	
		£'000	£'000	£'000	
Open Spaces					
(a) East Malling & Larkfield PC - Recreation Ground Improved Play Facilities	P05FR	10	15		Spend is dependant on noise reduction scheme being brought forward by the Parish Council. None received in 2014/15. Funding rolled forward. Minor works due to be completed in 2015/16. Funding from Developer contributions to roll into 2015/16. Minor works due to be completed in 2015/16. Funding from Developer contributions to roll into 2015/16.
(b) Open Spaces Site Improvements - Phase 1 Less Developer Contributions	P05FT	68 (68)	31 (31)	5 (5)	
Sub-total		0	0	0	
(c) Open Spaces Site Improvements - Phase 2 Less Developer Contributions	P05FV	56 (56)	13 (13)		
Sub-total		0	0	0	
Total Open Spaces to Summary		10	15	0	
Capital Grants					
(a) Capital Grants to Organisations 2003/04 to 2008/09 Schemes Plaques	P05HK P05HZ	395 3	25	25	Scheme completed.
Sub-total		398	25	25	
Total Capital Grants to Summary		398	25	25	
Other Schemes					
(a) Tonbridge Cemetery (i) Memorial Safety	P05KV	86	7		Funding to roll into 2015/16 for further works. Scheme completed. Retentions to be paid in 2015/16.
(b) Memorial Garden Improvement Less Fund Raising & Developer Contributions	P05KA	49 (20)	276 (280)	266 (266)	
Sub-total		29	(4)	0	
(c) Community Group Funding	P05KS	n/a	12	6	
Total Other Schemes to Summary		115	15	6	

CAPITAL PLAN MONITORING STATEMENT 2014/15 TO 31 MARCH 2015
STREET SCENE & LEISURE

	Code	Expenditure To 31/03/14	2014/15 Estimate Inc Prior Year Slippage	2014/15 Actual to 31 March 2015	
		£'000	£'000	£'000	
Capital Renewals					
(a) Recycling Initiatives	P02EBCR02	n/a	6	5	}
(b) Sports Grounds & Open Spaces	P05KGBC05	n/a	119	10	}
Sub-total			125	15	}
Provision for Inflation / Savings Target (assumes 25%)	P05KZ	n/a	(30)		}
Sub-total		0	95	15	}
(c) Angel Centre	P05KGBC01	n/a	53	27	}
(d) Larkfield Leisure Centre	P05KGBC02	n/a	127	44	}
(e) Tonbridge Swimming Pool	P05KGBC04	n/a	61	5	}
(f) Poulton Wood Golf Course:					}
Grounds Maintenance	P05KGBC06	n/a	32	26	}
Clubhouse	P05KGBC03	n/a	21	2	}
Course	P05KGBC07	n/a	18	30	}
Sub-total			71	58	}
Provision for Inflation / Savings Target (assumes 25%)	P05KZ	n/a	(78)		}
Sub-total		0	234	134	}
Total Capital Renewals to Summary		n/a	329	149	

} Provisions for replacement of life expired vehicles, plant and equipment.
} Subject to annual review.

CAPITAL PLAN MONITORING STATEMENT 2014/15 TO 31 MARCH 2015
CORPORATE

	Expenditure To 31/03/14	2014/15 Estimate Inc Prior Year Slippage	2014/15 Actual to 31 March 2015
	£'000	£'000	£'000
Capital Plan Schemes			
Information Technology Initiatives	75	50	36
Other Schemes	(14)	14	0
Sub-total	61	64	36
Capital Renewals	n/a	462	367
Total Corporate	61	526	403

CAPITAL PLAN MONITORING STATEMENT 2014/15 TO 31 MARCH 2015
CORPORATE

	Code	Expenditure To 31/03/14	2014/15 Estimate Inc Prior Year Slippage	2014/15 Actual to 31 March 2015	
		£'000	£'000	£'000	
Information Technology Initiatives					
(a) General IT Developments	P06DA	n/a	30	24	Scheme completed.
(b) Document Management System Expansion	P06DE	51	9		
(c) Tablets for Members / Senior Officers	P06DC	24	11	12	
Total Information Technology Initiatives to Summary		75	50	36	
Other Schemes					
(a) Local Strategic Partnership Less Performance Reward Grant	P06FJ	135	14		Scheme completed.
Sub-total		(14)	14	0	
(b) Electoral Voters Registration Less Government Grant	P06FK		30	30	Scheme completed.
Sub-total		0	(30)	(30)	
(c) Flood Repair and Renewal Less Government Grant	P06FM		550	384	Balance of funding carried forward to 2015/16.
Sub-total		0	(550)	(384)	
Total Other Schemes to Summary		(14)	14	0	

CAPITAL PLAN MONITORING STATEMENT 2014/15 TO 31 MARCH 2015
CORPORATE

	Code	Expenditure To 31/03/14	2014/15 Estimate Inc Prior Year Slippage	2014/15 Actual to 31 March 2015	
		£'000	£'000	£'000	
Capital Renewals					
(i) General	P06FA				
Departmental Administration	GR01	n/a	18		
Council Offices	GR02	n/a			
Print Unit	GR03	n/a	35	27	
Photocopiers	GR04	n/a			
Telephones	GR05	n/a	79	14	Telephone system replacement deferred to 2015/16.
Snack Facilities	GR06	n/a			
Tonbridge Christmas Lighting	GR09	n/a			
Sub-total		n/a	132	41	
(ii) Information Technology			71		
Desktop Hardware	P06FB - FB10	n/a	64	33	
Mobile Hardware	P06FB - FB20	n/a	5		
Computer Suite	P06FB - FB30	n/a	163	220	Additional hardware required to connect new storage system into existing infrastructure.
Other Hardware	P06FB - FB40	n/a	5		
Network	P06FB - FB50	n/a	6	12	Upgrade to server fibre optic connectors.
Corporate Software	P06FB - FB60	n/a	7		
Operational Software	P06FB - FB70	n/a	19	32	Email archiving software more expensive than estimate.
User Software	P06FB - FB80	n/a	23	29	
Sub-total		n/a	363	326	
Provision for Inflation / Savings Target	P06FZ	n/a	(33)		
Total Capital Renewals to Summary		n/a	462	367	

2014/15