

## Appendix D

## Cotswold District Council - Revenue Budget Monitoring Summary

Q1 budget monitoring - 1st April to 30th June 2017

Service Group	Original Budget [full-year]	Profiled Budget Q1	Actual Spend Q1	(Under) / Over Budget
Environmental & Regulatory Services	1,000,665	56,207	75,643	19,436
GO Shared Services	0	274,499	246,100	(28,400)
ICT, Change & Customer Services	295,054	493,447	446,634	(46,813)
Land, Legal & Property	25,355	293,587	266,232	(27,356)
Partnership Managing Director and 2020 Programme Costs	0	417,994	411,954	(6,040)
Revenues & Housing Support	1,124,823	57,895	(8,602)	(66,497)
Environmental Services	3,942,261	624,571	600,750	(23,821)
Leisure & Communities	1,755,887	251,610	216,177	(35,433)
Planning & Strategic Housing	2,160,260	(141,898)	(45,621)	96,277
Democratic Services	1,146,622	297,804	251,280	(46,524)
Retained Services*	1,749,901	2,401,421	2,477,667	76,246
<b>Cost of services</b>	<b>13,200,828</b>	<b>5,027,136</b>	<b>4,938,213</b>	<b>(88,923)</b>

\* retained services includes staff vacancy factor budget (at Q1 of £64,000) which represents the target for savings to be made across the Council.

## Environmental & Regulatory Services

Q1 budget monitoring - 1st April to 30th June 2017

Cost Centre		Profiled Budget Q1	Actual Q1	(Under) / Over Budget
BUC001	Building Control - Fee Earning Work	(39,003)	(24,181)	14,822
BUC002	Building Control - Non Fee Earning Work	17,640	7,771	(9,869)
BUC003	Dangerous Structures	625	0	(625)
<b>Building Control total</b>		<b>(20,738)</b>	<b>(16,410)</b>	<b>4,328</b>
EMP001	Emergency Planning	4,862	1,232	(3,631)
ESM001	Environment - Service Management	1,251	0	(1,251)
PSH002	Private Sector Housing - Condition of Dwellings	1,250	0	(1,250)
PSH005	Home Energy Conservation	831	0	(831)
REG002	Licensing	(10,994)	(14,825)	(3,832)
REG007	Caravan Sites - Licensed	166	0	(166)
REG009	Environmental Protection	3,460	28,347	24,887
REG013	Pollution Control	49,243	40,929	(8,314)
REG016	Food Safety	22,595	23,303	708
REG017	Health & Safety At Work	3,750	11,622	7,872
REG021	Statutory Burials	280	797	517
STC011	Abandoned Vehicles	250	650	400
<b>Public Protection total</b>		<b>76,945</b>	<b>92,054</b>	<b>15,109</b>
<b>Total</b>		<b>56,207</b>	<b>75,643</b>	<b>19,436</b>

## GO Shared Services

Q1 budget monitoring - 1st April to 30th June 2017

Cost Centre		Profiled Budget Q1	Actual Q1	(Under) / Over Budget
HLD480	Car Leasing	0	15,859	15,859
HLD481	NI on Leased Cars	0	(4,453)	(4,453)
HLD499	S & S Holding Account (bank holding account)	0	(5,510)	(5,510)
SUP009	Accountancy	93,290	35,478	(57,812)
SUP011	Creditors	9,009	11,648	2,639
SUP012	Debtors	8,375	6,780	(1,596)
SUP035	Insurances	1,262	2,252	989
SUP042	GO Support and Hosting	(63,665)	(65,720)	(2,054)
<b>Accountancy Support total</b>		<b>48,272</b>	<b>(3,667)</b>	<b>(51,938)</b>
SUP010	Internal Audit	30,890	25,908	(4,982)
SUP402	Glos. Counter Fraud Unit*	81,250	72,845	(8,405)
<b>Audit Cotswolds total</b>		<b>112,140</b>	<b>98,753</b>	<b>(13,387)</b>
SUP003	Human Resources	63,596	80,914	17,318
SUP019	Health & Safety	7,063	13,795	6,732
SUP020	Training & Development	23,646	33,683	10,036
SUP013	Payroll	12,086	10,297	(1,789)
<b>HR Support &amp; Payroll total</b>		<b>106,391</b>	<b>138,688</b>	<b>32,297</b>
SUP033	Central Purchasing / Procurement	7,697	12,325	4,628
<b>Procurement total</b>		<b>7,697</b>	<b>12,325</b>	<b>4,628</b>
<b>Total</b>		<b>274,499</b>	<b>246,100</b>	<b>(28,400)</b>

## ICT, Change and Customer Service

Q1 budget monitoring - 1st April to 31st June 2017

Cost Centre		Profiled Budget Q1	Actual Q1	(Under) / Over Budget
SUP017	Business Improvement/Transformation	28,118	11,236	(16,883)
SUP021	Business Continuity Planning	4,362	0	(4,362)
SUP023	Freedom of Information Act	1,925	0	(1,925)
TMR001	Street Naming	(2,488)	(8,244)	(5,756)
		<b>31,918</b>	<b>2,992</b>	<b>(28,927)</b>
ADB411	Moreton-in-Marsh, Offices	15,075	12,193	(2,882)
SUP401	FOH - Trinity Road	128,796	107,046	(21,750)
COM420	FOH - Moreton	26,697	34,670	7,974
COM421	Moreton - Stock Trading a/c	0	(2,663)	(2,663)
		<b>170,567</b>	<b>151,247</b>	<b>(19,320)</b>
SUP005	ICT	220,519	222,226	1,707
SUP031	Application Support	70,442	70,169	(273)
		<b>290,961</b>	<b>292,395</b>	<b>1,434</b>
<b>Total</b>		<b>493,447</b>	<b>446,634</b>	<b>(46,813)</b>

## Land, Legal & Property

Q1 budget monitoring - 1st April to 30th June 2017

Cost Centre		Profiled Budget Q1	Actual Q1	(Under) / Over
ADB401	Trinity Road, Offices	152,276	129,669	(22,607)
ADB402	Trinity Road Improvements (XC0055)	0	0	0
ADB412	Moreton-in-Marsh, Offices - Maintenance	10,809	7,019	(3,790)
CUL411	Corinium Museum - Maintenance	10,338	5,745	(4,593)
ENA401	Housing Enabling Properties	(876)	179	1,055
FIE425	22/24 Ashcroft Road	2,718	6,028	3,311
HLD420	Thamesdown Waste Depot, Cricklade	0	(1,667)	(1,667)
HLD421	T Barry Haulage Depot, South Cerney	0	1,324	1,324
<b>Asset Management total</b>		<b>175,263</b>	<b>148,297</b>	<b>(26,966)</b>
BUC004	Land Charges	0	0	0
LLC001	Local Land Charges	(30,422)	(23,386)	7,037
<b>Land Charges total</b>		<b>(30,422)</b>	<b>(23,386)</b>	<b>7,037</b>
SUP004	Legal	80,087	81,562	1,474
SUP025	Property Services	68,659	59,758	(8,901)
<b>Legal &amp; Property total</b>		<b>148,746</b>	<b>141,320</b>	<b>(7,426)</b>
<b>Total</b>		<b>293,587</b>	<b>266,232</b>	<b>(27,356)</b>

## Partnership Managing Director and 2020 Programme Costs

Q1 budget monitoring - 1st April to 31st June 2017

<b>Cost Centre</b>	<b>Profiled Budget Q1</b>	<b>Actual Q1</b>	<b>(Under) / Over</b>
COR011 2020 Vision	387,502	387,502	0
COR061 Public Protection 2020	6,223	6,223	0
COR067 Business World Project	945	945	0
SUP026 Chief Executive	19,325	13,285	(6,040)
	<b>413,994</b>	<b>407,954</b>	<b>(6,040)</b>
<b>Total</b>	<b>413,994</b>	<b>407,954</b>	<b>(6,040)</b>

## Revenues & Housing Support

Q1 budget monitoring - 1st April to 30th June 2017

Cost Centre		Profiled Budget Q1	Actual Q1	(Under) / Over Budget
HBP001	Rent Allowances	(30,465)	(102,638)	(72,173)
HBP005	Benefit Fraud Investigation	0	1,009	1,009
<b>Benefits total</b>		<b>(30,465)</b>	<b>(101,628)</b>	<b>(71,163)</b>
HOM001	Homelessness	(25,314)	(38,826)	(13,512)
HOM003	Rent in advance	0	0	0
HOM004	Refugees	0	(913)	(913)
HOM498	Homelessness Prevention - Glos. (XX9844)	26,424	26,424	0
HOM499	Homelessness Reserve	0	0	0
PSH001	Private Sector Housing Grants	6,876	27	(6,849)
<b>Housing Management total</b>		<b>7,987</b>	<b>(13,287)</b>	<b>(21,274)</b>
LTC001	Council Tax Collection	54,674	78,583	23,909
LTC002	Council Tax Support Administration	0	2,856	2,856
LTC011	NNDR Collection	9,482	11,383	1,901
PUT001	Concessionary Travel	5,025	2,766	(2,259)
SUP014	Cashiers	10,476	10,503	27
SUP028	Security Carriers	716	223	(493)
<b>Revenues total</b>		<b>80,373</b>	<b>106,313</b>	<b>25,940</b>
<b>Total</b>		<b>57,895</b>	<b>(8,602)</b>	<b>(66,497)</b>

## Environmental Services

Q1 budget monitoring - 1st April to 30th June 2017

Cost Centre	Profiled Budget Q1	Actual Q1	(Under) / Over Budget
CPK401 Car Parks	(420,933)	(384,397)	36,536
CPK402 Car Parks - Maintenance	8,931	4,081	(4,850)
CPK413 Car Parks - Tetbury The Chippings	(13,231)	(13,218)	14
CPK414 Car Parks - Chipping Campden	(17,700)	(23,820)	(6,120)
<b>Car Parking total</b>	<b>(442,933)</b>	<b>(417,353)</b>	<b>25,580</b>
CCC001 Climate Change	5,429	225	(5,204)
<b>Climate change total</b>	<b>5,429</b>	<b>225</b>	<b>(5,204)</b>
CCM001 Cemetery, Crematorium and Churchyards	(14,219)	(9,671)	4,548
CCM402 Cemeteries - Maintenance	3,569	1,703	(1,866)
HLD410 Waste - Cleansing	37,411	33,477	(3,934)
HLD411 Waste - Cemeteries	44,154	42,377	(1,777)
HLD450 Pool Car	0	840	840
REG003 Animal Control	7,249	23,193	15,944
REG019 Public Conveniences	70,463	42,439	(28,024)
RYC001 Recycling	374,088	393,453	19,364
RYC002 Green Waste	(221,028)	(273,245)	(52,218)
STC001 Street Cleaning	372,574	368,194	(4,380)
TRW001 Trade Waste	0	0	0
WST001 Household Waste	369,259	360,749	(8,509)
WST004 Bulky Household Waste	3,873	0	(3,873)
WST401 Refuse-Stow Fair	750	2,129	1,379
WST402 South Cerney Depot, Packers Lease	18,000	39,465	21,465
<b>Environmental Services Client</b>	<b>1,066,143</b>	<b>1,025,104</b>	<b>(41,039)</b>
FLD401 Land Drainage	(4,212)	(13,201)	(8,989)
FLD402 Flood Defence	0	5,975	5,975
<b>Flooding total</b>	<b>(4,212)</b>	<b>(7,226)</b>	<b>(3,014)</b>
REG023 Environmental Strategy	144	0	(144)
<b>Waste and Recycling Policy</b>	<b>144</b>	<b>0</b>	<b>(144)</b>
<b>Total</b>	<b>624,571</b>	<b>600,750</b>	<b>(23,821)</b>



## Leisure & Communities

Q1 budget monitoring - 1st April to 30th June 2017

Cost Centre		Profiled Budget Q1	Actual Q1	(Under) / Over Budget
COM401	Health Policy	25,839	8,748	(17,091)
COM402	Community Liaison	14,173	13,936	(236)
COM403	Youth Participation	1,880	(12,221)	(14,101)
COM404	Falls Prevention	(434)	1,200	1,634
COM405	Health Development	6,530	8,823	2,293
COM496	Community Covenant Grant Scheme	0	0	0
GBD001	Community Welfare Grants	59,219	61,912	2,694
<b>Community Liaison</b>		<b>107,207</b>	<b>82,399</b>	<b>(24,808)</b>
CCR001	Community Safety (Crime Reduction)	4,858	5,830	972
HLD403	Crime Prevention Initiatives	0	548	548
SUP002	Consultation, Policy & Research	29,172	30,204	1,032
<b>Community Safety</b>		<b>34,030</b>	<b>36,581</b>	<b>2,552</b>
CUL410	Corinium Museum	0	12	12
CUL412	Collection Management	0	83	83
CUL413	Northleach Resouce Centre	2,213	0	(2,213)
CUL415	Corinium Museum - HLF Project	(11,600)	(11,600)	(0)
REC410	Ciren - Centre Management	33,485	36,933	3,448
REC413	Ciren - Dryside Areas	0	(4,036)	(4,036)
REC419	Cirencester Leisure - Maintenance	8,213	1,189	(7,024)
REC430	C Campden - Centre Management	58,548	58,428	(120)
REC450	Bourton - Centre Management	0	0	0
REC459	Bourton - Maintenance	7,005	0	(7,005)
<b>Leisure Management</b>		<b>97,863</b>	<b>81,007</b>	<b>(16,855)</b>
TOU001	Tourism Strategy and Promotion	10,410	11,589	1,179
TOU401	Accommodation Guide	0	(524)	(524)
TOU402	Partnership Grants	27,000	30,000	3,000
TOU403	Cotswold Tourism Partnership	(24,900)	(24,876)	24
<b>Tourism Policy</b>		<b>12,510</b>	<b>16,189</b>	<b>3,679</b>
<b>Total</b>		<b>251,610</b>	<b>216,177</b>	<b>(35,433)</b>

## Planning & Strategic Housing

Q1 budget monitoring - 1st April to 30th June 2017

Cost Centre		Profiled Budget Q1	Actual Q1	(Under) / Over Budget
DEV001	Development Control - Applications	(103,473)	(13,242)	90,231
DEV002	Development Control - Appeals	31,063	15,360	(15,703)
DEV003	Development Control - Enforcement	44,638	36,843	(7,795)
DEV004	Development Advice	80,346	76,423	(3,923)
DEV401	Planning Advice For Land Charges	2,662	2,326	(336)
DEV488	Planning - Section 106 Agreements	(434,852)	(434,852)	0
DEV499	Development Services Holding Account	16,859	16,859	0
<b>Development Management</b>		<b>(362,757)</b>	<b>(300,283)</b>	<b>62,473</b>
PLP005	Heritage & Design	32,020	43,175	11,155
<b>Heritage &amp; Conservation</b>		<b>32,020</b>	<b>43,175</b>	<b>11,155</b>
PLP002	Local Development Framework	65,644	95,073	29,429
PLP401	Fwd Plan work for Dev Con	3,912	2,912	(1,000)
PLP499	Local Development Framework Reserve	28,996	28,996	0
PSM001	Planning - Service Mgt. and Support Services	2,596	4,550	1,954
<b>Planning Policy</b>		<b>101,148</b>	<b>131,530</b>	<b>30,383</b>
HAD001	Housing Advice	61,374	60,837	(536)
HLD400	Second Home Projects	0	1,000	1,000
HOS001	Housing Strategy	20,540	18,106	(2,433)
HOS002	Housing Partnerships	5,777	13	(5,764)
<b>Strategic Housing</b>		<b>87,691</b>	<b>79,957</b>	<b>(7,734)</b>
<b>Total</b>		<b>(141,898)</b>	<b>(45,621)</b>	<b>96,277</b>

## Retained Services - Democratic Services

Q1 budget monitoring - 1st April to 30th June 2017

Cost Centre		Profiled Budget Q1	Actual Q1	(Under) / Over Budget
DRM005	Committee Services	37,231	34,221	(3,010)
DRM008	Corporate Subscriptions	4,745	2,579	(2,166)
<b>Committee Services total</b>		<b>41,976</b>	<b>36,800</b>	<b>(5,176)</b>
ELE*	Elections	87,067	79,668	(7,398)
<b>Elections total</b>		<b>87,067</b>	<b>79,668</b>	<b>(7,398)</b>
SUP018	Press & PR/Communications	12,367	10,432	(1,935)
SUP024	Postal Services	9,468	6,859	(2,609)
<b>Communications</b>		<b>21,835</b>	<b>17,291</b>	<b>(4,544)</b>
DRM001	Democratic Representation and Management	27,906	25,481	(2,425)
DRM003	Councillors Allowances	66,582	59,840	(6,742)
DRM004	Servicing Council	5,455	2,602	(2,854)
<b>Member Support total</b>		<b>99,943</b>	<b>87,922</b>	<b>(12,021)</b>
SUP022	Print & Design	46,983	29,598	(17,385)
<b>Print &amp; Design total</b>		<b>46,983</b>	<b>29,598</b>	<b>(17,385)</b>
<b>Total</b>		<b>297,804</b>	<b>251,280</b>	<b>(46,524)</b>

## Retained Services - Management, Corporate Income & Expenditure, Directors

Q1 budget monitoring - 1st April to 31st June 2017

Cost Centre	Profiled Budget Q1	Actual Q1	(Under) / Over Budget
FIE030 Interest and Investment Income	(67,068)	(43,053)	24,014
FIE010 Interest payable and Similar Charges	0	49	49
FIE401 Assisted Car Loans	0	0	0
FIE410 Commercial Properties - General	2,741	1,218	(1,523)
FIE* Commercial Properties - summary	(112,583)	(129,591)	(17,008)
HAV001 Housing Advances	0	0	0
OOE200 Parish Council Precepts	2,036,825	2,036,825	0
OOE210 Parish Council Tax support grant	47,443	47,443	0
<b>Corporate Income &amp; Expenditure total</b>	<b>1,907,359</b>	<b>1,912,891</b>	<b>5,532</b>
NDC401 Discretionary Pension Payments	416,146	413,045	(3,101)
NDC402 Other Land	0	0	0
SUP032 Strategic Directors	52,628	52,670	42
COR001 Corporate Management	0	0	0
COR005 Corporate Finance	61,024	68,594	7,571
COR007 External Audit Fees	13,958	6,270	(7,688)
COR008 Bank Charges	11,960	19,925	7,965
COR400 Savings and Growth Items #	(61,654)	4,272	65,926
COR499 Previous / End of Year Adjustment	0	0	0
BAL100 Depreciation, tfrs to/from Reserves, etc.	0	0	0
<b>Corporate Management and Directors total</b>	<b>494,062</b>	<b>564,776</b>	<b>70,714</b>
<b>Total</b>	<b>2,401,421</b>	<b>2,477,667</b>	<b>76,246</b>

# 'Savings & Growth items' includes a staff vacancy factor budget (at Q1 of £64,000) which represents the target for staff savings to be made across the Council. Savings made in budgets - at Q1 approximately £34,000 - accrue against the individual service lines.