

# Report

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Report to:	<b>Corporate Resources Committee</b>
Date of Meeting:	<b>9 March 2005</b>
Report by:	<b>Executive Director (Finance and Information Technology Resources) and Executive Director (Corporate Resources)</b>

Subject:	<b>Revenue Budget Monitoring 2004/2005 – Corporate Resources</b>
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## 1 Purpose of Report

1.1 The purpose of the report is to:-

- ◆ provide information on the actual expenditure measured against the revenue budget for the period 1 April 2004 to 4 February 2005.
- ◆ provide a forecast for the year to 31 March 2005.

## 2 Recommendation(s)

2.1 The Committee is asked to approve the following recommendation(s):-

- (1) that the underspend on Corporate Resources' revenue budget of £0.006 million (0.00%), as detailed in Appendix A of the report, and the forecast to 31 March 2005 of break even, be noted.

## 3 Background

3.1 This is the fourth revenue monitoring report presented to the Corporate Resources Committee for the financial year 2004/2005.

3.2 The report details the financial position for Corporate Resources on Appendix A, and then details the individual services, along with variance explanations in Appendices B to C.

## 4 Employee Implications

4.1 None.

## 5 Financial Implications

5.1 As at 4 February 2005, the variance from phased budget to date is an underspend of £0.006 million (0.00%).

5.2 Following the probable outturn exercise, the financial forecast to 31 March 2005 is break even.

## **6 Other Implications**

6.1 None.

## **7 Consultation**

7.1 Not applicable.

**Archibald Strang**

**Executive Director (Finance and Information Technology Resources)**

**Alan Cuthbertson**

**Executive Director (Corporate Resources)**

15 February 2005

### **Link(s) to Council Objectives**

- ◆ Managing South Lanarkshire's Wealth of Resources – Financial Control, Corporate Governance

### **Previous References**

- ◆ Corporate Resources Committee 15 December 2004

### **List of Background Papers**

- ◆ Financial ledger and budget monitoring results to 4 February 2005

### **Contact for Further Information**

If you would like to inspect the background papers or want further information, please contact:-

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## SOUTH LANARKSHIRE COUNCIL

Appendix A

## Revenue Budget Monitoring Report

Corporate Resources Committee: Period Ended 4th February 2005 (No.11)

## Corporate Resources Summary

	Annual Budget	Forecast for Year	Annual Forecast Variance	Budget Proportion 04/02/05	Actual 04/02/05	Variance 04/02/05		% Variance 04/02/05	Note
	£000	£000	£000	£000	£000	£000			
<b><u>Budget Category</u></b>									
Employee Costs	7,604	7,628	(24)	6,275	6,299	(24)	over	-0.4%	
Property Costs	6,036	6,119	(83)	5,339	5,458	(119)	over	-2.2%	
Supplies & Services	852	868	(16)	603	582	21	under	3.4%	
Transport & Plant	165	167	(2)	37	37	0	-r	-	
Administration Costs	2,957	2,944	13	2,259	2,209	50	under	2.2%	
Payments to Other Bodies	1,843	1,819	24	1,621	1,605	16	under	1.0%	
Payments to Contractors	0	0	0	0	0	0	-	-	
Transfer Payments	0	0	0	0	0	0	-	-	
Financing Charges	724	789	(65)	692	785	(93)	over	-13.4%	
<b>Total Controllable Exp.</b>	20,181	20,334	(153)	16,826	16,975	(149)	over	-0.9%	
<b>Total Controllable Inc.</b>	(3,141)	(3,294)	153	(1,990)	(2,145)	155	over recovery	7.8%	
<b>Net Controllable Exp.</b>	17,040	17,040	0	14,836	14,830	6	under	0.0%	

**SOUTH LANARKSHIRE COUNCIL**

**Appendix B**

**Revenue Budget Monitoring Report**

**Corporate Resources Committee: Period Ended 4th February 2005 (No.11)**

**Corporate Resources Support**

<b>Budget Category</b>	<b>Annual Budget</b>	<b>Forecast for Year</b>	<b>Annual Forecast Variance</b>	<b>Budget Proportion 04/02/05</b>	<b>Actual 04/02/05</b>	<b>Variance 04/02/05</b>		<b>% Variance 04/02/05</b>	<b>Note</b>
	<b>£000</b>	<b>£000</b>	<b>£000</b>	<b>£000</b>	<b>£000</b>	<b>£000</b>			
Employee Costs	3,211	3,097	114	2,641	2,525	116	under	4.4%	<b>1</b>
Property Costs	5,862	5,932	(70)	5,183	5,285	(102)	over	-2.0%	<b>2</b>
Supplies & Services	243	245	(2)	76	65	11	under	15.0%	
Transport & Plant	137	137	0	11	11	0	-	-	
Administration Costs	571	569	2	339	346	(7)	over	-2.0%	
Payments to Other Bodies	157	163	(6)	111	109	2	under	2.2%	
Payments to Contractors	0	0	0	0	0	0	-	-	
Transfer Payments	0	0	0	0	0	0	-	-	
Financing Charges	637	661	(24)	627	659	(32)	over	-5.1%	<b>3</b>
<b>Total Controllable Exp.</b>	<b>10,818</b>	<b>10,804</b>	<b>14</b>	<b>8,988</b>	<b>9,000</b>	<b>(12)</b>	<b>over</b>	<b>-0.1%</b>	
<b>Total Controllable Inc.</b>	<b>(1,166)</b>	<b>(1,246)</b>	<b>80</b>	<b>(480)</b>	<b>(572)</b>	<b>92</b>	<b>over recovery</b>	<b>19.1%</b>	<b>4</b>
<b>Net Controllable Exp.</b>	<b>9,652</b>	<b>9,558</b>	<b>94</b>	<b>8,508</b>	<b>8,428</b>	<b>80</b>	<b>under</b>	<b>0.9%</b>	

**Variance Explanations**

- Employee Costs**  
This underspend is due to vacancies within Legal Services.
- Property Costs**  
The majority of this overspend is due to the payment of water charges in relation to previous years.
- Financing Charges**  
This is due to a managed increase in IT leasing costs – the overspend will be contained within the overall budget.
- Income**  
This over recovery is due to additional income from lets of council property and internal recharges for physiotherapy (The costs of which are reflected in Payments to Other Bodies).

**Budget Virements**

£0.130m has been transferred to Community Resources in respect of accommodation budgets for Hamilton Town House. This is reflected in Property costs.

**SOUTH LANARKSHIRE COUNCIL**

**Appendix C**

**Revenue Budget Monitoring Report**

**Corporate Resources Committee: Period Ended 4th February 2005 (No.11)**

**Corporate Resources Services**

<b>Budget Category</b>	<b>Annual Budget</b>	<b>Forecast for Year</b>	<b>Annual Forecast Variance</b>	<b>Budget Proportion 04/02/05</b>	<b>Actual 04/02/05</b>	<b>Variance 04/02/05</b>		<b>% Variance 04/02/05</b>	<b>Note</b>
	<b>£000</b>	<b>£000</b>	<b>£000</b>	<b>£000</b>	<b>£000</b>	<b>£000</b>			
Employee Costs	4,393	4,531	(138)	3,634	3,774	(140)	over	-3.8%	<b>1</b>
Property Costs	174	187	(13)	156	173	(17)	over	-10.9%	
Supplies & Services	609	623	(14)	527	517	10	under	2.0%	
Transport & Plant	28	30	(2)	26	26	0	-	-	
Administration Costs	2,386	2,375	11	1,920	1,863	57	under	2.9%	<b>2</b>
Payments to Other Bodies	1,686	1,656	30	1,510	1,496	14	under	0.9%	
Payments to Contractors	0	0	0	0	0	0	-	-	
Transfer Payments	0	0	0	0	0	0	-	-	
Financing Charges	87	128	(41)	65	126	(61)	over	-94.5%	<b>3</b>
<b>Total Controllable Exp.</b>	<b>9,363</b>	<b>9,530</b>	<b>(167)</b>	<b>7,838</b>	<b>7,975</b>	<b>(137)</b>	<b>over</b>	<b>-1.8%</b>	
<b>Total Controllable Inc.</b>	<b>(1,975)</b>	<b>(2,048)</b>	<b>73</b>	<b>(1,510)</b>	<b>(1,573)</b>	<b>63</b>	<b>over recovery</b>	<b>4.2%</b>	<b>4</b>
<b>Net Controllable Exp.</b>	<b>7,388</b>	<b>7,482</b>	<b>(94)</b>	<b>6,328</b>	<b>6,402</b>	<b>(74)</b>	<b>over</b>	<b>-1.2%</b>	

**Variance Explanations**

**1 Employee Costs**

This overspend is due to early retiral costs.

**2 Administration Costs**

This is due to managed underspends in advertising and other administration costs which will offset known overspends in other areas.

**3 Financing Charges**

This is due to a managed increase in IT leasing costs – the overspend will be contained within the overall budget.

**4 Income**

This over recovery is mainly due to additional income collected by Registrars due to increased charges imposed by the Registrar General and additional income from Licensing. These are partially offset by an under recovery in advertising income.