

Report

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| Report to: | Corporate Resources Committee |
| Date of Meeting: | 20 May 2009 |
| Report by: | Executive Director (Finance and Information Technology Resources) Executive Director (Corporate Resources) |

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| Subject: | Revenue Budget Monitoring 2008/2009 - Corporate Resources |
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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 2008 to 20 March 2009 for Corporate Resources
- ◆ provide a forecast for the year to 31 March 2009

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 £0.177million (1.0%), as detailed in Appendix A of the report, be noted; and
- (2) that following the probable outturn exercise, the forecast to 31 March 2009 of break even be noted.

3. Background

3.1. This is the fifth revenue budget monitoring report presented to the Corporate Resources Committee for the financial year 2008/2009.

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 20 March 2009, the variance from phased budget to date is an underspend of £0.177million (1.0%).

5.2. Following the probable outturn exercise, the financial forecast to 31 March 2009 is a break even position.

6. Other Implications

6.1. None

7. Equality Impact Assessment and Consultation Arrangements

- 7.1. This report does not introduce a new policy, function or strategy or recommend a change to an existing policy, function or strategy and therefore no impact assessment is required.
- 7.2. There is also no requirement to undertake any consultation in terms of the information contained in the report.

Linda Hardie

Executive Director (Finance and Information Technology Resources)

Robert McIlwain

Executive Director (Corporate Resources)

6 April 2009

Link(s) to Council Objectives

- ◆ Value: Accountable, Effective and Efficient

Previous References

- ◆ Corporate Resources Committee - 4 March 2009.

List of Background Papers

- ◆ Financial ledger and budget monitoring results to 20 March 2009

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

Revenue Budget Monitoring Report

Corporate Resources Committee: Period Ended 20 March 2009 (No.13)

Corporate Resources Summary

| Budget Category | Annual Budget | Forecast for Year | Annual Forecast Variance | Budget Proportion 20/03/09 | Actual 20/03/09 | Variance 20/03/09 | | % Variance 20/03/09 | Note |
|--------------------------------|----------------------|--------------------------|---------------------------------|-----------------------------------|------------------------|--------------------------|-----------------------|----------------------------|-------------|
| | £000 | £000 | £000 | £000 | £000 | £000 | | | |
| Employee Costs | 9,325 | 9,001 | 324 | 9,016 | 8,677 | 339 | under | 3.8% | |
| Property Costs | 6,764 | 7,132 | (368) | 6,212 | 6,785 | (573) | over | (9.2%) | |
| Supplies & Services | 2,126 | 2,084 | 42 | 1,606 | 1,571 | 35 | under | 2.2% | |
| Transport & Plant | 363 | 371 | (8) | 316 | 302 | 14 | under | 4.4% | |
| Administration Costs | 3,485 | 3,542 | (57) | 3,405 | 3,316 | 89 | under | 2.6% | |
| Payments to Other Bodies | 2,031 | 2,082 | (51) | 1,990 | 1,976 | 14 | under | 0.7% | |
| Payments to Contractors | 62 | 60 | 2 | 6 | 48 | (42) | over | (700.0%) | |
| Transfer Payments | 0 | 0 | 0 | 0 | 0 | 0 | - | n/a | |
| Financing Charges | 633 | 631 | 2 | 633 | 625 | 8 | under | 1.3% | |
| Total Controllable Exp. | 24,789 | 24,903 | (114) | 23,184 | 23,300 | (116) | over | (0.5%) | |
| Total Controllable Inc. | (4,808) | (4,922) | 114 | (4,643) | (4,936) | 293 | over recovered | 6.3% | |
| Net Controllable Exp. | 19,981 | 19,981 | 0 | 18,541 | 18,364 | 177 | under | 1.0% | |

Budget Virement

Budget virements as detailed in Appendices B and C

Variance Explanations

Variance explanations are shown in Appendices B and C

SOUTH LANARKSHIRE COUNCIL

Revenue Budget Monitoring Report

Corporate Resources Committee: Period Ended 20 March 2009 (No.13)

Corporate Resources Support

| Budget Category | Annual Budget | Forecast for Year | Annual Forecast Variance | Budget Proportion 20/03/09 | Actual 20/03/09 | Variance 20/03/09 | | % Variance 20/03/09 | Note |
|--------------------------------|----------------------|--------------------------|---------------------------------|-----------------------------------|------------------------|--------------------------|-----------------------|----------------------------|-------------|
| | £000 | £000 | £000 | £000 | £000 | £000 | | | |
| Employee Costs | 3,748 | 3,598 | 150 | 3,625 | 3,516 | 109 | under | 3.0% | 1 |
| Property Costs | 6,620 | 6,989 | (369) | 6,070 | 6,644 | (574) | over | (9.5%) | 2 |
| Supplies & Services | 183 | 192 | (9) | 180 | 231 | (51) | over | (28.3%) | 3 |
| Transport & Plant | 149 | 149 | 0 | 149 | 154 | (5) | over | (3.4%) | |
| Administration Costs | 676 | 761 | (85) | 676 | 666 | 10 | under | 1.5% | |
| Payments to Other Bodies | 283 | 359 | (76) | 283 | 336 | (53) | over | (18.7%) | 4 |
| Payments to Contractors | 0 | 0 | 0 | 0 | 8 | (8) | over | n/a | |
| Transfer Payments | 0 | 0 | 0 | 0 | 0 | 0 | - | n/a | |
| Financing Charges | 550 | 543 | 7 | 550 | 538 | 12 | under | 2.2% | |
| Total Controllable Exp. | 12,209 | 12,591 | (382) | 11,533 | 12,093 | (560) | over | (4.9%) | |
| Total Controllable Inc. | (1,533) | (1,576) | 43 | (1,505) | (1,589) | 84 | over recovered | 5.6% | 5 |
| Net Controllable Exp. | 10,676 | 11,015 | (339) | 10,028 | 10,504 | (476) | over | (4.7%) | |

Note:- Corporate Resource Support brings together Office Accommodation, Personnel Support and Mainstream Legal

Variance Explanations**1. Employee Costs**

The underspend relates to vacancies within Legal Services some of which have now been filled.

2. Property Costs

The overspend is due to Corporate Standards improvements, increased property maintenance costs and increased utilities costs. These will be managed within the overall Resource budget.

3. Supplies and Services

The overspend is made up of small amounts across a number of headings within Personnel Support.

4. Payments to Other Bodies

This overspend relates to costs associated with the delivery of the Council's Equal Opportunities Policy.

5. Income

The over recovery of income relates mainly to staff recharges within Personnel in respect of various projects.

SOUTH LANARKSHIRE COUNCIL

Revenue Budget Monitoring Report

Corporate Resources Committee: Period Ended 20 March 2009 (No.13)

Corporate Resources Services

| Budget Category | Annual Budget | Forecast for Year | Annual Forecast Variance | Budget Proportion 20/03/09 | Actual 20/03/09 | Variance 20/03/09 | % Variance 20/03/09 | Note |
|--------------------------------|----------------|-------------------|--------------------------|----------------------------|-----------------|-------------------|-----------------------|---------------|
| | £000 | £000 | £000 | £000 | £000 | £000 | | |
| Employee Costs | 5,577 | 5,403 | 174 | 5,391 | 5,161 | 230 | under | 4.3% 1 |
| Property Costs | 144 | 143 | 1 | 142 | 141 | 1 | under | 0.7% |
| Supplies & Services | 1,943 | 1,892 | 51 | 1,426 | 1,340 | 86 | under | 6.0% 2 |
| Transport & Plant | 214 | 222 | (8) | 167 | 148 | 19 | under | 11.4% |
| Administration Costs | 2,809 | 2,781 | 28 | 2,729 | 2,650 | 79 | under | 2.9% 3 |
| Payments to Other Bodies | 1,748 | 1,723 | 25 | 1,707 | 1,640 | 67 | under | 3.9% 4 |
| Payments to Contractors | 62 | 60 | 2 | 6 | 40 | (34) | over | (566.7%) 5 |
| Transfer Payments | 0 | 0 | 0 | 0 | 0 | 0 | - | n/a |
| Financing Charges | 83 | 88 | (5) | 83 | 87 | (4) | over | (4.8%) |
| Total Controllable Exp. | 12,580 | 12,312 | 268 | 11,651 | 11,207 | 444 | under | 3.8% |
| Total Controllable Inc. | (3,275) | (3,346) | 71 | (3,138) | (3,347) | 209 | over recovered | 6.7% 6 |
| Net Controllable Exp. | 9,305 | 8,966 | 339 | 8,513 | 7,860 | 653 | under | 7.7% |

Note:- Corporate Resource Services brings together Administration, CCPA and District Court Licensing & Registration and Personnel services.

Variance Explanations**1 Employee Costs**

The underspend relates to vacancies in Administration, CCPA and District Court, Licensing and Registration, which are in the process of being filled.

2 Supplies and Services

The underspend relates mainly to equipment and tools within CCPA and a provision for a court case within Administration Services which is no longer required. This is partially offset by an overspend on equipment within Elections funded by an underspend on Payments to Other Bodies.

3 Administration Costs

The underspend relates mainly to printing and stationery within CCPA which is offset by the overspend in Payments to Contractors below.

4 Payments to Other Bodies

The underspend relates to grants not claimed by voluntary groups and an underspend in Elections which offsets the expenditure on equipment within Supplies and Services.

5 Payments to Contractors

The overspend is within CCPA for artworks and media costs and is offset by the underspend in printing and stationery (see Administration Costs above).

6 Income

The over recovery is mainly within Licensing due to changes in legislation, and also income from District Court fines.