

South Lanarkshire Council

Revenue Budget Monitoring Statement

Period Ended 6 December 2019 (No.9)

Finance and Corporate Resources

Service Departments :-	Annual Budget	Forecast for Year BEFORE Transfers	Annual Forecast Variance BEFORE Transfers	Annual Forecast Variance AFTER Transfers	Budget Proportion to 06/12/19	Actual to Period 9 to 06/12/19 BEFORE Transfers	Variance to 06/12/19 BEFORE Transfers
	£m	£m	£m	£m	£m	£m	£m
Finance Services - Strategy	2.139	2.218	(0.079)	(0.079)	2.382	2.433	(0.051) over
Finance Services - Transactions	12.618	12.368	0.250	0.250	12.379	12.216	0.163 under
Audit and Compliance Services	0.365	0.362	0.003	0.003	0.422	0.420	0.002 under
Information Technology Services	4.995	5.102	(0.107)	(0.107)	5.234	5.274	(0.040) over
Communications and Strategy Services	1.034	1.204	(0.170)	(0.170)	0.963	1.084	(0.121) over
Administration and Licensing Services	3.773	3.814	(0.041)	(0.041)	3.738	3.733	0.005 under
Personnel Services	9.412	9.268	0.144	0.144	6.828	6.786	0.042 under
Position before Transfers to Reserves	34.336	34.336	0.000	0.000	31.946	31.946	0.000
Transfers to Reserves as at 06/12/19					0.000	0.000	0.000
Position After Transfers to Reserves at 06/12/19					31.946	31.946	0.000

Finance and Corporate Resources Variance Analysis 2019/20 (Period 9)

Subjective Head	Variance	Subjective line	Service / amount	Explanation
Employee Costs	45k under	APT&C Basic / Superannuation / NI - 213k under	Finance (Strategy) Services - (64k) over IT Services - (86k) over	The overspends are due to lower than anticipated staff turnover across the Services.
			Finance (Transactions) Services - 298k under	The variance is due to vacancies which are being considered in line with service requirements.
			<u>Personnel Services - 54k under</u>	The underspend relates to Modern Apprentices and reflects the early than anticipated placement of some apprentices into established posts, offset by an under recovery of income from the Training Fund.
		Overtime - (90k) over	Finance (Transactions) Services - (92k) over	The overspend is due to overtime within Benefits and Revenues to cover vacancies and for staffing requirements within the 24 hour control centre and is offset by the underspend in Basic Pay.
		Pension Increases - (57k) over	Finance (Transactions) Services - (15k) over IT Services - (20k) over Personnel Services - (13k) over	The overspends reflect the ongoing cost of early retirals and are being managed within the overall budget.

Subjective Head	Variance	Subjective line	Service / amount	Explanation
Property Costs	(30k) over	<u>Other Property Costs - (24k) over</u>	<u>Finance (Transactions)</u> <u>- (27k) over</u>	The overspend is a result of one-off expenditure incurred in relation to the Q&A offices.
Supplies and Services	(74k) over	Computer Equipment Purchase - (67k) over	Finance (Transactions) - (32k) over	The overspend relates to additional one-off contract costs in respect of payroll and the Benefits and Revenues systems.
		Computer Equipment Maintenance - 49k under	Communications and Strategy Services - (18k) over	The overspend relates to the level of software upgrades required.
			IT Services - 14k under	The underspend is due to less than anticipated costs for licenses and subscriptions for various IT systems.
			Communications and Strategy Services - 32k under	The underspend is due to less than anticipated maintenance and project support costs for the IMPROVe system to date. The balance is made up of a number of small variances across the Services.

Subjective Head	Variance	Subjective line	Service / amount	Explanation
Administration Costs	(18k) over	Printing and Stationery - (71k) over	Communications and Strategy Services - (35k) over	The overspend is due to greater than anticipated materials required for work undertaken within the print room to date and is offset by an over recovery of income.
		Advertising - Recruitment - (26k) over	Personnel Services - (26k) over	The overspend is mainly due to the increased cost of recruitment advertising.
		<u>Other Admin Costs - (44k) over</u>	<u>Administration, Legal and Licensing Services - (30k) over</u>	The overspend is due to costs associated with the by-election held in the financial year.
		Training - 110k under	Personnel Services - 111k under	The underspend is due to the reduced cost of employability programmes to date.
Payment to Other Bodies	128k under	<u>Payments to Other Bodies - 85k under</u>	<u>Personnel Services - 82k under</u>	The underspend is due to the costs for the implementation and ongoing requirements for free sanitary products being provided in public places being lower than anticipated to date.

Subjective Head	Variance	Subjective line	Service / amount	Explanation
Transfer Payments	435k under	Rent Allowance - 104k under	Finance (Transactions) Services - 104k under	This underspend is related to the demand for Housing Benefit for private housing tenants and the reduced costs of overpayments.
		Rent Rebates - 331k under	Finance (Transactions) Services - 331k under	This underspend is related to the demand for Housing Benefit for Council tenants and the reduced costs of overpayments.
Income	450k under recovered	<u>Statutory Additions - Cost of Collections - (100k) under recovered</u>	<u>Finance (Transactions) Services - (100k) under recovered</u>	The under recovery is due to a reduction in the number of cases going to the reminder stage and subsequently progressing to summary warrant. As a result there has been a reduction in income from penalty charges.
		DWP Subsidy - (20k) under recovered	Finance (Transactions) Services - (20k) under recovered	The under recovery is due a reduction in the Department for Work and Pensions Administration Subsidy this financial year and is being managed within the overall Service budget.
		<u>Contributions from Development Agencies - 69k over recovered</u>	<u>Personnel - 69k over recovered</u>	The over recovery relates to increased income from Skills Development Scotland for Modern Apprentices.

Subjective Head	Variance	Subjective line	Service / amount	Explanation
Income (cont)		Contributions from Other Bodies - 121k over recovered	Finance (Transactions) Services - 122k over recovered	The over recovery relates to the receipt of Payment Deduction Project (PDP) income from the Department of Work and Pensions in relation to the recovery of Housing Benefit overpayments.
		Other Income - (583k) under recovered	Communications and Strategy Services - (91k) under recovered	The under recovery is due to less than anticipated income from external printing work completed to date.
			<u>Finance (Transactions) Services - (415k) under recovered</u>	The under recovery relates to housing benefit overpayments and is offset by an underspend on transfer payments above.
			<u>Personnel Services Services - (98k) under recovered</u>	The under recovery reflects a reduction in the income required from the Training Fund for Modern Apprentices, offset by an underspend in Employee costs.

* The underlined variances represent new variances since the last report.

Finance & Corporate Resources - Total	REVISED ANNUAL BUDGET SLC 19/20 2	PERIOD 6 VARIANCE AMOUNT	Over/ Under	PERIOD 7 VARIANCE AMOUNT	Over/ Under	PERIOD 8 VARIANCE AMOUNT	Over/ Under	PERIOD 9 ESTIMATE TO DATE	PERIOD 9 ACTUAL TO DATE	PERIOD 9 VARIANCE AMOUNT	Over/ Under
Expenditure / Income Variance Trends 2019/2020											
EMPLOYEE COSTS											
APT & C BASIC	25,709	(67)	over	(29)	over	(39)	over	17,356	17,242	114	under
APT & C OVERTIME	45	(42)	over	(64)	over	(78)	over	30	120	(90)	over
APT & C SUPERANNUATION	5,075	52	under	57	under	68	under	3,317	3,232	85	under
APT & C NIC	2,494	12	under	11	under	15	under	1,656	1,642	14	under
MANUAL BASIC	15	(5)	over	(6)	over	(8)	over	10	18	(8)	over
MANUAL SUPERANNUATION	0	(2)	over	(2)	over	(2)	over	0	2	(2)	over
MANUAL NIC	0	(1)	over	(1)	over	(1)	over	0	1	(1)	over
TRAVEL AND SUBSISTANCE	44	(1)	over	3	under	1	under	28	27	1	under
OTHER EMPLOYEE COSTS	1	(7)	over	(7)	over	(6)	over	1	7	(6)	over
PENSION INCREASES	832	(31)	over	(40)	over	(50)	over	553	610	(57)	over
ADDITIONAL PENSION COSTS	0	(3)	over	(3)	over	(3)	over	0	5	(5)	over
EMPLOYEE COSTS	34,215	(95)	over	(81)	over	(103)	over	22,951	22,906	45	under
PROPERTY COSTS											
RATES	76	0		0		3	under	73	70	3	under
SCOTTISH WATER - METERED CHARGES	9	1	under	0		0		6	5	1	under
RENT	73	0		1	under	2	under	42	41	1	under
SERVICE CHARGE	3	(1)	over	(1)	over	0		2	2	0	
FEU DUTIES	1	0		0		0		0	0	0	
PROPERTY INSURANCE	4	0		0		(1)	over	2	3	(1)	over
SECURITY COSTS	102	(3)	over	(3)	over	(4)	over	60	66	(6)	over
REPAIRS & MAINTENANCE - INTERNAL CONTRATOR	1	(23)	over	(49)	over	(18)	over	0	19	(19)	over
REPAIRS & MAINTENANCE - EXTERNAL CONTRATOR	3	0		(3)	over	(3)	over	1	4	(3)	over
TV LICENCES - EDUCATION	0	(1)	over	(1)	over	(1)	over	0	1	(1)	over
ELECTRICITY - CONTRACT	365	13	under	16	under	17	under	210	190	20	under
GAS	14	2	under	5	under	5	under	8	2	6	under
FIXTURE & FITTINGS	1,979	0		0		0		901	901	0	
JANITOR SERVICE	0	(2)	over	(4)	over	(7)	over	0	7	(7)	over
CLEANING AND JANITORIAL SUPPLIES AND EQUIPMENT	2	0		0		0		2	1	1	under
REFUSE UPLIFT	3	0		0		1	under	2	1	1	under
REMOVAL & STORAGE COSTS	0	0		0		(2)	over	0	2	(2)	over
OTHER PROPERTY COSTS	16	(23)	over	(25)	over	(24)	over	12	36	(24)	over
PROPERTY COSTS	2,651	(37)	over	(64)	over	(32)	over	1,321	1,351	(30)	over

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Expenditure / Income Variance Trends 2019/2020											
SUPPLIES AND SERVICES											
COMPUTER EQUIPMENT PURCHASE	2,448	(90)	over	(86)	over	(101)	over	2,036	2,103	(67)	over
COMPUTER EQUIPMENT MAINTENANCE	2,264	47	under	98	under	93	under	1,985	1,936	49	under
I.T. EQUIPMENT MAINT - CONTRACT	564	12	under	19	under	2	under	429	413	16	under
I.T. ELECTRONIC MESSAGING	130	(9)	over	(4)	over	(4)	over	97	101	(4)	over
EQUIPMENT, APPARATUS AND TOOLS	204	(1)	over	(9)	over	(11)	over	131	141	(10)	over
ADAPTATIONS FOR CLIENTS	0	(1)	over	(1)	over	(1)	over	0	1	(1)	over
SUPPLIES FOR CLIENTS	133	(3)	over	(1)	over	2	under	82	86	(4)	over
FURNITURE - OFFICE	0	(3)	over	(5)	over	(4)	over	0	14	(14)	over
FURNITURE - GENERAL	0	0		0		0		0	1	(1)	over
FURNISHINGS (INCL. CROCKERY & LINEN)	0	(2)	over	(2)	over	(2)	over	0	2	(2)	over
MATERIALS	82	(3)	over	(3)	over	(2)	over	55	60	(5)	over
PUBLICATIONS, JOURNALS, NEWSPAPERS ETC.	10	1	under	1	under	1	under	6	5	1	under
FOODSTUFFS - GENERAL	82	0		0		(1)	over	50	49	1	under
PROTECTIVE CLOTHING & UNIFORMS	7	4	under	6	under	5	under	4	(1)	5	under
LAUNDRY COSTS	0	0		(17)	over	(17)	over	0	17	(17)	over
OTHER SUPPLIES AND SERVICES	141	(7)	over	(13)	over	(14)	over	82	105	(23)	over
CATERING - CONTRACT	0	(1)	over	(2)	over	(3)	over	0	3	(3)	over
CATERING - OUTWITH CONTRACT	6	1	under	1	under	1	under	4	2	2	under
OUTSOURCED MAIL	150	0		0		1	under	84	83	1	under
BULK BUYING DISCOUNT	0	2	under	2	under	2	under	0	(2)	2	under
SUPPLIES AND SERVICES	6,221	(53)	over	(16)	over	(53)	over	5,045	5,119	(74)	over
TRANSPORT AND PLANT											
PURCHASE OF PLANT	11	4	under	3	under	3	under	7	2	5	under
POOL CAR CHARGES - RENTAL	23	2	under	5	under	4	under	13	8	5	under
POOL CAR CHARGES - FUEL	5	(1)	over	1	under	2	under	4	1	3	under
FLEET SERVICE CHARGES - VEHICLE MAINTENANCE	2	(2)	over	(4)	over	(4)	over	1	5	(4)	over
FLEET SERVICE CHARGES - LEASING	5	1	under	1	under	1	under	3	1	2	under
FLEET SERVICE CHARGES - ROAD FUND LICENCES/MOT	1	0		0		0		0	0	0	
FLEET SERVICE CHARGES - FUEL	2	(1)	over	(1)	over	(1)	over	2	2	0	
FLEET SERVICE CHARGES - DRIVERS	36	1	under	1	under	1	under	27	26	1	under
TRANSPORT AND PLANT	85	4	under	6	under	6	under	57	45	12	under

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Expenditure / Income Variance Trends 2019/2020											
ADMINISTRATION											
PRINTING AND STATIONERY	593	(32)	over	(33)	over	(49)	over	158	229	(71)	over
TELEPHONES	1,798	2	under	8	under	23	under	1,156	1,117	39	under
MOBILE PHONES	393	(3)	over	(15)	over	(18)	over	260	281	(21)	over
ADVERTISING - RECRUITMENT	29	(24)	over	(31)	over	(29)	over	29	55	(26)	over
ADVERTISING - OF COUNCIL SERVICE AVAILABILITY	1	0		0		0		0	0	0	
ADVERTISING - OTHER	135	0		(5)	over	(3)	over	115	118	(3)	over
POSTAGES/COURIERS	729	2	under	1	under	2	under	580	568	12	under
SMS MESSAGING	0	(4)	over	(1)	over	(1)	over	0	1	(1)	over
MEMBERSHIP FEES/SUBSCRIPTIONS	241	(16)	over	(18)	over	(6)	over	238	262	(24)	over
INSURANCE	139	0		0		0		1	0	1	under
MEDICAL COSTS	141	(4)	over	1	under	11	under	88	94	(6)	over
LEGAL EXPENSES	269	(20)	over	(19)	over	(24)	over	146	125	21	under
HOSPITALITY / CIVIC RECOGNITION	30	(1)	over	(3)	over	(2)	over	19	20	(1)	over
GIRO BANK AGENCY FEES	2	0		0		0		1	1	0	
PAYPOINT AGENCY FEES	101	(1)	over	0		(1)	over	62	52	10	under
SECURITY UPLIFT FEES	6	(2)	over	(2)	over	(4)	over	4	8	(4)	over
OTHER ADMIN COSTS	273	(1)	over	(33)	over	(37)	over	219	263	(44)	over
MEMBERS ALLOWANCES	1,593	2	under	(3)	over	(8)	over	1,058	1,068	(10)	over
CONFERENCES - MEMBERS (incl associated costs)	9	(2)	over	(3)	over	(2)	over	6	8	(2)	over
CONFERENCES - OFFICIALS (incl associated costs)	9	0		0		2	under	6	4	2	under
TRAINING	1,449	59	under	26	under	62	under	821	711	110	under
INTERNAL SUPPORT SERVICES ALLOCATION	42	0		0		0		0	0	0	
ADMINISTRATION	7,982	(45)	over	(130)	over	(84)	over	4,967	4,985	(18)	over
PAYMENT TO OTHER BODIES											
GRANTS TO VOLUNTARY ORGANISATIONS	678	1	under	17	under	25	under	646	623	23	under
PAYMENTS TO OTHER BODIES	3,202	11	under	22	under	12	under	1,439	1,354	85	under
EXTERNAL AUDIT FEES	495	0		11	under	13	under	327	312	15	under
PRIVATE INDIVIDUALS - GENERAL	8	3	under	4	under	4	under	5	0	5	under
PAYMENT TO OTHER BODIES	4,383	15	under	54	under	54	under	2,417	2,289	128	under
PAYMENT TO CONTRACTORS											
PAYMENT TO PRIVATE CONTRACTOR	40	(1)	over	(3)	over	(4)	over	27	56	(29)	over
PAYMENT TO EXTERNAL CONSULTANTS / PROFESSIONAL SERVICES	225	4	under	4	under	1	under	215	213	2	under
PAYMENT TO CONTRACTORS	265	3	under	1	under	(3)	over	242	269	(27)	over

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Expenditure / Income Variance Trends 2019/2020											
TRANSFER PAYMENTS											
RENT ALLOWANCE	28,580	47	under	55	under	45	under	20,527	20,423	104	under
RENT REBATES	41,574	97	under	114	under	123	under	27,048	26,717	331	under
TRANSFER PAYMENTS	70,154	144	under	169	under	168	under	47,575	47,140	435	under
FINANCING CHARGES											
LEASING CHARGES - OPERATIONAL	1	0		0		0		1	0	1	under
I.T. EQUIPMENT LEASING-CONTRACT	1,037	1	under	(9)	over	(17)	over	822	844	(22)	over
FINANCING CHARGES	1,038	1	under	(9)	over	(17)	over	823	844	(21)	over
TOTAL EXPENDITURE	126,994	(63)	over	(70)	over	(64)	over	85,398	84,948	450	under
INCOME											
STATUTORY ADDITIONS - COST OF COLLECTION	(740)	0		0		0		(100)	0	(100)	under rec
RENT REBATES SUBSIDY	(37,091)	0		0		0		(25,615)	(25,615)	0	
RENT ALLOWANCE SUBSIDY	(28,067)	0		0		0		(17,240)	(17,240)	0	
DWP SUBSIDY	(1,268)	(31)	under rec	(23)	under rec	(30)	under rec	(839)	(819)	(20)	under rec
CONTRIBUTIONS FROM DEVELOPMENT AGENCIES	(170)	0		20	over rec	27	over rec	(134)	(203)	69	over rec
CONTRIBUTIONS FROM OTHER BODIES	(29)	75	over rec	90	over rec	106	over rec	(29)	(150)	121	over rec
ESF GRANT	(849)	0		0		0		0	0	0	
SALES - GENERAL	(90)	5	over rec	6	over rec	6	over rec	(55)	(62)	7	over rec
SALES - DEPARTMENTS OF THE AUTHORITY	(32)	(2)	under rec	1	over rec	2	over rec	(15)	(16)	1	over rec
FEES AND CHARGES - GENERAL	(4,936)	18	over rec	(9)	under rec	7	over rec	(2,001)	(2,022)	21	over rec
CHARGES TO HEALTH BOARDS	(38)	0		0		0		(38)	(38)	0	
FEES AND CHARGES - OTHER BODIES	(236)	13	over rec	6	over rec	(1)	under rec	(143)	(154)	11	over rec
FEES AND CHARGES - DEPARTMENTS OF THE AUTHORITY	(2,711)	9	over rec	14	over rec	(4)	under rec	(1,539)	(1,556)	17	over rec
RENTAL INCOME	(2)	0		0		0		(1)	(1)	0	
HOME LOANS REPAYMENTS	(17)	0		0		0		0	0	0	
BIRTH REGISTRATION	(35)	2	over rec	3	over rec	3	over rec	(22)	(24)	2	over rec
DEATH REGISTRATION	(71)	3	over rec	2	over rec	3	over rec	(44)	(46)	2	over rec
MARRIAGE STATUTORY FEES	(99)	18	over rec	15	over rec	12	over rec	(61)	(67)	6	over rec
EXTRACT ISSUE	(96)	6	over rec	6	over rec	3	over rec	(59)	(60)	1	over rec
MARRIAGES	(75)	1	over rec	2	over rec	0		(46)	(42)	(4)	under rec
CITIZENSHIP CEREMONIES	(10)	(1)	under rec	(2)	under rec	(1)	under rec	(6)	(5)	(1)	under rec
OTHER INCOME	(9,213)	(53)	under rec	(61)	under rec	(69)	under rec	(5,465)	(4,882)	(583)	under rec
REALLOCATION OF CENTRAL SUPPORT COSTS	(6,603)	0		0		0		0	0	0	
REALLOCATION OF SUPPORT COSTS	(180)	0		0		0		0	0	0	
INCOME	(92,658)	63	over rec	70	over rec	64	over rec	(53,452)	(53,002)	(450)	under rec
NET EXPENDITURE	34,336	0		0		0		31,946	31,946	0	