



Corporate Resources
Executive Director **Robert McIlwain**
Administration Services

Memo

To:	Linda Hardie Executive Director Finance and IT Resources	Our ref:	DW/JM
cc:		Your ref:	
From:	Douglas Wilson Head of Administration Services	If calling ask for:	Douglas Wilson
		Phone:	01698 454461
		Date:	17 November 2009

Subject: Financial Resources Scrutiny Forum Query – Vacancies within Legal Services

Thank you for your memo of 10 November 2009 requesting information on the above underspend within Legal Services as reported to the Financial Resources Scrutiny Forum on 5 November 2009. In response to your specific questions regarding the underspend in employee costs and the relationship to vacant posts, I would comment as follows:

- The underspend within Legal Services is a direct result of the current level of vacancies within the Service.
- The recent centralisation of Legal Services resulted in merged budgets but at period 06 there were still costs to be received by Legal Services from the other Resources.
- The current vacant posts have arisen due to a management decision not to fill posts until a review of the level and type of work which had been previously outsourced had been undertaken. This will allow the vacancies to be targeted at solicitors with particular skills with a view to bringing as much of the Legal work as possible back in house.

I trust this is helpful but please let me know if you need any further details.

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