

Report

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| Report to: | Corporate Resources Committee |
| Date of Meeting: | 15 December 2004 |
| Report by: | Executive Director (Finance and Information Technology Resources) and Executive Director (Corporate Resources) |

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| Subject: | Revenue Budget Monitoring 2004/2005 – 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 2004 to 12 November 2004.
- ◆ 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 £0.014 million (0.10%), 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 third revenue monitoring report presented to the Corporate Resources Committee for the financial year 2004/2005. Further reports will follow throughout the financial year.
- 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 12 November 2004, the variance from phased budget to date is an underspend of £0.014 million (0.10%). The forecast for the revenue budget to 31 March 2005 is a break even position.

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)

23 November 2004

Link(s) to Council Objectives

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

Previous References

- ♦ Corporate Resources Committee 20 October 2004

List of Background Papers

- ♦ Financial ledger and budget monitoring results to 12 November 2004

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 12th November 2004 (No.8)

Corporate Resources Summary

| | Annual Budget | Forecast for Year | Annual Forecast Variance | Budget Proportion 12/11/04 | Actual 12/11/04 | Variance 12/11/04 | | % Variance 12/11/04 | Note |
|--------------------------------|------------------|----------------------|--------------------------------|----------------------------------|--------------------|----------------------|------------------|---------------------------|------|
| | £000 | £000 | £000 | £000 | £000 | £000 | | | |
| <u>Budget Category</u> | | | | | | | | | |
| Employee Costs | 7,603 | 7,603 | 0 | 4,400 | 4,400 | 0 | under | 0.0% | |
| Property Costs | 6,166 | 6,166 | 0 | 4,457 | 4,580 | (123) | over | -2.8% | |
| Supplies & Services | 854 | 854 | 0 | 400 | 418 | (18) | over | -4.6% | |
| Transport & Plant | 167 | 167 | 0 | 23 | 23 | 0 | under | 0.0% | |
| Administration Costs | 2,966 | 2,966 | 0 | 1,618 | 1,573 | 45 | under | 2.8% | |
| Payments to Other Bodies | 1,843 | 1,843 | 0 | 1,307 | 1,299 | 8 | under | 0.6% | |
| Payments to Contractors | 0 | 0 | 0 | 0 | 0 | 0 | under | 0.0% | |
| Transfer Payments | 0 | 0 | 0 | 0 | 0 | 0 | under | 0.0% | |
| Financing Charges | 711 | 711 | 0 | 655 | 720 | (65) | over | -9.9% | |
| Total Controllable Exp. | 20,310 | 20,310 | 0 | 12,860 | 13,013 | (153) | over | -1.2% | |
| Total Controllable Inc. | (3,141) | (3,141) | 0 | (1,188) | (1,355) | 167 | over recovery | 14.0% | |
| Net Controllable Exp. | 17,169 | 17,169 | 0 | 11,672 | 11,658 | 14 | under | 0.1% | |

SOUTH LANARKSHIRE COUNCIL

Appendix B

Revenue Budget Monitoring Report

Corporate Resources Committee: Period Ended 12th November 2004 (No.8)

Corporate Resources Support

| | Annual Budget | Forecast for Year | Annual Forecast Variance | Budget Proportion 12/11/04 | Actual 12/11/04 | Variance 12/11/04 | | % Variance 12/11/04 | Note |
|--------------------------------|------------------|----------------------|--------------------------------|----------------------------------|--------------------|----------------------|--------------------------|---------------------------|----------|
| | £000 | £000 | £000 | £000 | £000 | £000 | | | |
| <u>Budget Category</u> | | | | | | | | | |
| Employee Costs | 3,210 | 3,210 | 0 | 1,853 | 1,763 | 90 | under | 0.0% | 1 |
| Property Costs | 5,992 | 5,992 | 0 | 4,324 | 4,428 | (104) | over | -2.4% | 2 |
| Supplies & Services | 243 | 243 | 0 | 51 | 46 | 5 | under | 9.8% | |
| Transport & Plant | 137 | 137 | 0 | 0 | 1 | (1) | over | n/a | |
| Administration Costs | 578 | 578 | 0 | 278 | 250 | 28 | under | 10.1% | |
| Payments to Other Bodies | 157 | 157 | 0 | 73 | 68 | 5 | under | 6.8% | |
| Payments to Contractors | 0 | 0 | 0 | 0 | 0 | 0 | under | 0.0% | |
| Transfer Payments | 0 | 0 | 0 | 0 | 0 | 0 | under | 0.0% | |
| Financing Charges | 630 | 630 | 0 | 607 | 633 | (26) | over | -4.3% | |
| Total Controllable Exp. | 10,947 | 10,947 | 0 | 7,186 | 7,189 | (3) | over | 0.0% | |
| Total Controllable Inc. | (1,166) | (1,166) | 0 | (293) | (361) | 68 | over recovery | 23.1% | 3 |
| Net Controllable Exp. | 9,781 | 9,781 | 0 | 6,893 | 6,828 | 65 | under | 0.9% | |

Variance Explanations

- Employee Costs**
This underspend is due to vacancies within Legal Services.
- Property Costs**
The overspend is due to the payment of water charges in relation to previous years.
- Income**
This over recovery is due to additional income from lets of council property

SOUTH LANARKSHIRE COUNCIL

Appendix C

Revenue Budget Monitoring Report

Corporate Resources Committee: Period Ended 12th November 2004 (No.8)

Corporate Resources Services

| | Annual Budget | Forecast for Year | Annual Forecast Variance | Budget Proportion 12/11/04 | Actual 12/11/04 | Variance 12/11/04 | | % Variance 12/11/04 | Note |
|--------------------------------|------------------|----------------------|--------------------------------|----------------------------------|--------------------|----------------------|--------------------------|---------------------------|----------|
| | £000 | £000 | £000 | £000 | £000 | £000 | | | |
| <u>Budget Category</u> | | | | | | | | | |
| Employee Costs | 4,393 | 4,393 | 0 | 2,547 | 2,637 | (90) | over | -3.5% | 1 |
| Property Costs | 174 | 174 | 0 | 133 | 152 | (19) | over | -14.5% | |
| Supplies & Services | 611 | 611 | 0 | 349 | 372 | (23) | over | -6.7% | |
| Transport & Plant | 30 | 30 | 0 | 23 | 22 | 1 | under | 4.3% | |
| Administration Costs | 2,388 | 2,388 | 0 | 1,340 | 1,323 | 17 | under | 1.3% | |
| Payments to Other Bodies | 1,686 | 1,686 | 0 | 1,234 | 1,231 | 3 | under | 0.3% | |
| Payments to Contractors | 0 | 0 | 0 | 0 | 0 | 0 | under | 0.0% | |
| Transfer Payments | 0 | 0 | 0 | 0 | 0 | 0 | under | 0.0% | |
| Financing Charges | 81 | 81 | 0 | 48 | 87 | (39) | over | -80.2% | 2 |
| Total Controllable Exp. | 9,363 | 9,363 | 0 | 5,674 | 5,824 | (150) | over | -2.6% | |
| Total Controllable Inc. | (1,975) | (1,975) | 0 | (895) | (994) | 99 | over recovery | 11.1% | 3 |
| Net Controllable Exp. | 7,388 | 7,388 | 0 | 4,779 | 4,830 | (51) | over | -1.1% | |

Variance Explanations

1 Employee Costs

This overspend is due to early retiral costs.

2 Financing Charges

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

3 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.