

Appendix C

South Lanarkshire Council

Revenue Budget Monitoring Statement

Period Ended 31 March 2019 (No.14)

Finance and Corporate Resources

Service Departments :-

Finance Services

Audit and Compliance Services

Information Technology Services

Communications and Strategy Services

Administration and Licensing Services

Personnel Services

Position before Transfers to Reserves

Transfers to Reserves as at 31/03/19

Position After Transfers to Reserves at 31/03/19

Annual Budget	Forecast for Year BEFORE Transfers	Annual Forecast Variance BEFORE Transfers	Annual Forecast Variance AFTER Transfers	Budget Proportion to 31/03/19	Actual to Period 14 to 31/03/19 BEFORE Transfers	Variance to 31/03/19 BEFORE Transfers
£m	£m	£m	£m	£m	£m	£m
15.083	14.780	0.303	0.303	15.083	14.351	0.732 under
0.340	0.345	(0.005)	(0.005)	0.340	0.363	(0.023) over
4.719	4.785	(0.066)	(0.066)	4.719	4.971	(0.252) over
1.092	1.395	(0.303)	(0.303)	1.092	1.308	(0.216) over
4.552	4.675	(0.123)	(0.123)	4.552	4.914	(0.362) over
8.453	8.259	0.194	0.194	8.453	8.220	0.233 under
34.239	34.239	0.000	0.000	34.239	34.127	0.112 under
				0.000	0.078	(0.078) over
				34.239	34.205	0.034 under

Finance and Corporate Resources Variance Analysis 2018/19 (Period 14)

Subjective Head	Variance	Subjective line	Service / amount	Explanation
Employee Costs	(28k) over	APT&C Basic / Superannuation / NI - 160k under	IT Services - (37k) over Administration, Legal and Licensing Services - (143k) over	The overspends are due to lower than anticipated staff turnover across the Services.
			Finance Services - 319k under	The underspend reflects the turnover of staff across the Service during the year.
		Overtime - (56k) over	Finance Services - (45k) over	The overspend is due to the requirement for staff cover within the 24 hour customer services control centre.
		Pension Increases - (126k) over	Finance Services - (36k) over IT Services - (28k) over Personnel Services - (32k) over Communications and Strategy Services - (14k) over	The overspends reflect the ongoing cost of retirals and have been managed within the overall budget.
Property Costs	(80k) over	Electricity - (59k) over	IT Services - (60k) over	The overspend is due to increased electricity costs at the Caird Data Centre, reflecting the current level of tenants in the building.

Subjective Head	Variance	Subjective line	Service / amount	Explanation
Supplies and Services	(197k) over	Computer Equipment Purchase - (98k) over	<u>IT Services - (79k) over</u>	The overspend is due to increased one off costs in relation to IT projects during the year.
		IT Equipment Maintenance - Contract - (48k) over	IT Services - (32k) over	The overspend is due to additional costs associated with network hardware maintenance and have been managed within the overall Service budget.
			<u>Communications and Strategy Services - (33k) over</u>	The overspend reflects one off costs in relation to the rollout of Multi Function Devices within Secondary Schools.
		Supplies for Clients - (39k) over	Communications and Strategy Services - (39k) over	The overspend is due to increased external commercial printing for Resources.
		Foodstuffs - General - 37k under	Personnel Services - 37k under	This relates to lower than anticipated expenditure at the Coalyard and Cafés due to a reduction in footfall and is offset by an under recovery of income.

Subjective Head	Variance	Subjective line	Service / amount	Explanation
Administration Costs	293k under	Printing and Stationery - (92k) over	Finance Services - (40k) over	<p>The overspend is mainly due to the increased demand for blue badges and is offset by additional income.</p> <p>The balance is made up of small variances across the other Services.</p>
		Advertising - Other - (41k) over	Communications and Strategy Services - (33k) over	The overspend relates to works carried out on behalf of South Lanarkshire Leisure Trust and is offset by an over recovery of income.
		<u>Other Admin Costs - (55k) over</u>	<u>Finance Services - (48k) over</u>	The overspend is due to the demand for crisis grants as part of the Scottish Welfare Fund.
		Training - 492k under	Personnel Services - 499k under	The underspend reflects the reduced cost of employability programmes in the year. In addition, there has been less than anticipated spend on employee training, mainly due to more training being undertaken on-line. This is partially offset by an under recovery of income from the Training Fund.

Subjective Head	Variance	Subjective line	Service / amount	Explanation
Payment to Other Bodies	707k under	Payments to Other Bodies - 651k under	<p>Personnel Services - 573k under</p> <p><u>Communications and Strategy Services - 78k under</u></p>	<p>The underspend reflects the reduced cost of employability programmes and is partially offset by an under recovery of European Social Fund income.</p> <p>The underspend reflects the timing of payments in relation to the rollout of the provision of sanitary products in public places. This has been transferred to reserves to meet commitments in 2019/20.</p>
Payment to Contractors	(87k) over	<p>Payment to Private Contractors - (58k) over</p> <p>Payment to External Consultants - (29k) over</p>	<p>Finance Services - (50k) over</p> <p>Finance Services - (30k) over</p>	<p>The overspend relates to increased payments for the alert alarms service within the 24 hour customer services control centre.</p> <p>The overspend relates to increased payments for the Scotland Excel annual charge within Procurement.</p>
Transfer Payments	2,043k under	Rent Allowance - 1,409k under	Finance Services - 1,409k under	This underspend reflects the demand for Housing Benefit for private housing tenants and is partially offset by an under recovery of income.

Subjective Head	Variance	Subjective line	Service / amount	Explanation
Transfer Payments (cont)		Rent Rebates - 634k under	Finance Services - 634k under	This underspend reflects the demand for Housing Benefit for Council tenants and is offset by an under recovery of income.
Financing Charges	71k under	<u>Leasing Charges - 57k under</u>	<u>Finance Services - 55k under</u>	The underspend relates to the budget for hardware servers which is not required until future financial years.
Income	(2,641k) under recovered	Statutory Additions - Cost of Collection - (154k) under recovered <u>Rent Rebate Subsidy - (967k) under recovered</u>	Finance Services - (154k) under recovered <u>Finance Services - (967k) 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. This under recovery reflects the demand for Housing Benefit for private housing tenants and is offset by an underspend on Transfer Payments above.

Subjective Head	Variance	Subjective line	Service / amount	Explanation
Income (cont)		Rent Allowance Subsidy - (1,297k) under recovered	Finance Services - (1,297k) under recovered	This under recovery reflects the demand for Housing Benefit for private housing tenants and is offset by an underspend on transfer payments above.
		DWP Subsidy - 147k over recovered	Finance Services - 147k over recovered	The over recovery is due to one-off income from the Department for Work and Pensions to fund burdens in relation to employee costs and IT related projects.
		<u>DHP - 646k over recovered</u>	<u>Finance Services - 646k over recovered</u>	The over recovery relates to income from the Department of Works and Pensions for Discretionary Housing Payments and is offset by additional expenditure.
		<u>Contributions from Other Bodies - 214k over recovered</u>	<u>Finance Services - 148k over recovered</u>	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.

Subjective Head	Variance	Subjective line	Service / amount	Explanation
Income (cont)		Contributions from Other Bodies (cont)	<u>IT Services - 54k over recovered</u>	The over recovery relates to Cyber Security Infrastructure and Apprenticeship funding received from the Digital Office.
		<u>ESF Grant - (181k) under recovered</u>	<u>Personnel Services - (165k) under recovered</u>	The under recovery reflects income for employability programmes and is offset by reduced expenditure.
		Sales - General - (54k) under recovered	Personnel Services - (54k) under recovered	The under recovery relates to reduced income at the Coalyard and Cafés due to reduced footfall and is offset by reduced expenditure.
		Fees and Charges - General - (65k) under recovered	Finance Services - (48k) under recovered	The under recovery is mainly due to less than anticipated scheme of assistance registration fees received.
		Fees and Charges - Departments of the Authority - (67k) under recovered	<u>Personnel Services - (61k) under recovered</u>	The under recover reflects reduced income from other Resources for employability programmes and is offset by reduced expenditure.

Subjective Head	Variance	Subjective line	Service / amount	Explanation
Income (cont)		Other Income - (687k) under recovered	<u>IT Services - (45k) under recovered</u>	The under recovery mainly relates to lower than anticipated recharges for the Electronic Data Records Management System.
			Personnel Services - (498k) under recovered	The under recovery mainly relates to a reduced requirement from the Training Fund for Modern Apprentices and employability programmes and is offset by reductions in expenditure.
			Communications and Strategy Services - (180k) under recovered	The under recovery is due to less than anticipated income from external printing work.
			Finance Services - 42k over recovered	This relates to the over recovery of housing benefit overpayments and also a one-off refund received in the financial year.
		<u>Reallocation of Central Support Costs - (129k) under recovered</u>	<u>Finance Services - (33k) under recovered</u> <u>IT Services - (31k) under recovered</u> <u>Administration, Legal and Licensing Services - (75k) under recovered</u>	The under recovery is due to a reduced recharge to the Housing Revenue Account in relation to finance, Information Technology and legal services provided in the year.

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

Finance & Corporate Resources - Total

Expenditure / Income Variance Trends 2018/2019

	REVISED ANNUAL BUDGET SLC 18/19 2	PERIOD 14 ACTUAL TO DATE	PERIOD 14 VARIANCE AMOUNT	Over/ Under
EMPLOYEE COSTS				
APT & C BASIC	25,335	25,320	15	under
APT & C OVERTIME	45	101	(56)	over
APT & C SUPERANNUATION	4,751	4,609	142	under
APT & C NIC	2,356	2,353	3	under
MANUAL BASIC	15	18	(3)	over
TRAVEL AND SUBSISTANCE	58	41	17	under
OTHER EMPLOYEE COSTS	133	153	(20)	over
PENSION INCREASES	808	934	(126)	over
EMPLOYEE COSTS	33,501	33,529	(28)	over
PROPERTY COSTS				
RATES	105	102	3	under
SCOTTISH WATER - UNMETERED CHARGES	1	0	1	under
SCOTTISH WATER - METERED CHARGES	15	8	7	under
RENT	75	76	(1)	over
SERVICE CHARGE	4	3	1	under
OTHER ACCOMMODATION COSTS	0	5	(5)	over
PROPERTY INSURANCE	2	4	(2)	over
SECURITY COSTS	108	103	5	under
REPAIRS & MAINTENANCE - INTERNAL CONTRATOR	3	26	(23)	over
REPAIRS & MAINTENANCE - EXTERNAL CONTRATOR	2	34	(32)	over
ELECTRICITY - CONTRACT	297	356	(59)	over
GAS	12	4	8	under
CARBON REDUCTION COMMITMENT	15	15	0	
FIXTURE & FITTINGS	2,112	2,083	29	under
JANITOR SERVICE	0	9	(9)	over
CLEANING - EXTERNAL CONTRACTOR	1	0	1	under
CLEANING AND JANITORIAL SUPPLIES AND EQUIPMENT	1	3	(2)	over
REFUSE UPLIFT	2	1	1	under
OTHER PROPERTY COSTS	16	20	(4)	over
OFFICE ACCOM-FACILITIES MANAGEMENT	1	0	1	under
PROPERTY COSTS	2,772	2,852	(80)	over

Finance & Corporate Resources - Total

Expenditure / Income Variance Trends 2018/2019

	REVISED ANNUAL BUDGET SLC 18/19 2	PERIOD 14 ACTUAL TO DATE	PERIOD 14 VARIANCE AMOUNT	Over/ Under
SUPPLIES AND SERVICES				
COMPUTER EQUIPMENT PURCHASE	2,818	2,916	(98)	over
COMPUTER EQUIPMENT MAINTENANCE	1,231	1,194	37	under
I.T. EQUIPMENT MAINT - CONTRACT	899	947	(48)	over
I.T. ELECTRONIC MESSAGING	125	135	(10)	over
EQUIPMENT, APPARATUS AND TOOLS	196	223	(27)	over
ADAPTATIONS FOR CLIENTS	0	7	(7)	over
SUPPLIES FOR CLIENTS	133	172	(39)	over
FURNITURE - OFFICE	2	21	(19)	over
FURNITURE - GENERAL	2	2	0	
FURNISHINGS (INCL. CROCKERY & LINEN)	0	2	(2)	over
MATERIALS	151	135	16	under
MATERIALS, APPARATUS AND EQUIPMENT	0	1	(1)	over
AUDIO VISUAL	0	3	(3)	over
PUBLICATIONS, JOURNALS, NEWSPAPERS ETC.	8	9	(1)	over
FOODSTUFFS - GENERAL	105	68	37	under
PROTECTIVE CLOTHING & UNIFORMS	10	15	(5)	over
LAUNDRY COSTS	0	2	(2)	over
OTHER SUPPLIES AND SERVICES	155	174	(19)	over
CATERING - CONTRACT	0	1	(1)	over
CATERING - OUTWITH CONTRACT	6	3	3	under
CATERING - EXTERNAL	0	1	(1)	over
OUTSOURCED MAIL	141	148	(7)	over
SUPPLIES AND SERVICES	5,982	6,179	(197)	over
TRANSPORT AND PLANT				
PURCHASE OF PLANT	11	0	11	under
POOL CAR CHARGES - RENTAL	30	15	15	under
POOL CAR CHARGES - FUEL	7	3	4	under
POOL CAR CHARGES - ADDITIONAL COSTS	0	1	(1)	over
OTHER TRANSPORT COSTS	1	0	1	under
FLEET SERVICE CHARGES - VEHICLE MAINTENANCE	2	9	(7)	over
FLEET SERVICE CHARGES - ASSET MODIFICATIONS	0	1	(1)	over
FLEET SERVICE CHARGES - LEASING	9	6	3	under
FLEET SERVICE CHARGES - ROAD FUND LICENCES/MOT	1	0	1	under
FLEET SERVICE CHARGES - FUEL	6	2	4	under
FLEET SERVICE CHARGES - DRIVERS	36	34	2	under
EXTERNAL TRANSPORT CONTRACT	0	1	(1)	over
TRANSPORT AND PLANT	103	72	31	under

Finance & Corporate Resources - Total

Expenditure / Income Variance Trends 2018/2019

	REVISED ANNUAL BUDGET SLC 18/19 2	PERIOD 14 ACTUAL TO DATE	PERIOD 14 VARIANCE AMOUNT	Over/ Under
ADMINISTRATION				
PRINTING AND STATIONERY	591	683	(92)	over
BULK PRINTING	1	0	1	under
TELEPHONES	1,171	1,195	(24)	over
MOBILE PHONES	334	312	22	under
ADVERTISING - RECRUITMENT	27	33	(6)	over
ADVERTISING - OF COUNCIL SERVICE AVAILABILITY	1	0	1	under
ADVERTISING - OTHER	206	247	(41)	over
POSTAGES/COURIERS	549	570	(21)	over
SMS MESSAGING	0	1	(1)	over
MEMBERSHIP FEES/SUBSCRIPTIONS	273	284	(11)	over
INSURANCE	139	140	(1)	over
MEDICAL COSTS	107	140	(33)	over
LEGAL EXPENSES	345	327	18	under
HOSPITALITY / CIVIC RECOGNITION	31	32	(1)	over
GIRO BANK AGENCY FEES	2	0	2	under
PAYPOINT AGENCY FEES	101	86	15	under
INTERNET AGENCY FEES	1	0	1	under
SECURITY UPLIFT FEES	6	7	(1)	over
OTHER ADMIN COSTS	265	320	(55)	over
MEMBERS ALLOWANCES	1,589	1,580	9	under
CONFERENCES - MEMBERS (incl associated costs)	16	10	6	under
CONFERENCES - OFFICIALS (incl associated costs)	14	3	11	under
TRAINING	1,515	1,023	492	under
VOLUNTEERS' EXPENSES	0	(2)	2	under
ADMINISTRATION	7,284	6,991	293	under
PAYMENT TO OTHER BODIES				
GRANTS TO VOLUNTARY ORGANISATIONS	722	705	17	under
PAYMENTS TO VOLUNTARY ORGANISATIONS	31	31	0	
PAYMENTS TO OTHER BODIES	3,065	2,414	651	under
EXTERNAL AUDIT FEES	495	490	5	under
PRIVATE INDIVIDUALS - GENERAL	37	3	34	under
PAYMENT TO OTHER BODIES	4,350	3,643	707	under
PAYMENT TO CONTRACTORS				
PAYMENT TO PRIVATE CONTRACTOR	30	88	(58)	over
PAYMENT TO EXTERNAL CONSULTANTS / PROFESSIONAL SERVICES	248	277	(29)	over
PAYMENT TO CONTRACTORS	278	365	(87)	over
TRANSFER PAYMENTS				
RENT ALLOWANCE	33,083	31,674	1,409	under
RENT REBATES	47,401	46,767	634	under
TRANSFER PAYMENTS	80,484	78,441	2,043	under

Finance & Corporate Resources - Total

Expenditure / Income Variance Trends 2018/2019

	REVISED ANNUAL BUDGET SLC 18/19 2	PERIOD 14 ACTUAL TO DATE	PERIOD 14 VARIANCE AMOUNT	Over/ Under
FINANCING CHARGES				
LEASING CHARGES - OPERATIONAL	92	35	57	under
CAR LEASING PAYMENTS	7	0	7	under
I.T. EQUIPMENT LEASING-CONTRACT	1,097	1,090	7	under
FINANCING CHARGES	1,196	1,125	71	under
TOTAL EXPENDITURE	135,950	133,197	2,753	under
INCOME				
STATUTORY ADDITIONS - COST OF COLLECTIO	(740)	(586)	(154)	under rec
RENT REBATES SUBSIDY	(42,968)	(42,001)	(967)	under rec
RENT ALLOWANCE SUBSIDY	(32,467)	(31,170)	(1,297)	under rec
DWP SUBSIDY	(1,268)	(1,415)	147	over rec
DHP	0	(646)	646	over rec
CONTRIBUTIONS FROM DEVELOPMENT AGENCIES	(292)	(281)	(11)	under rec
CONTRIBUTIONS FROM OTHER BODIES	(42)	(256)	214	over rec
ESF GRANT	(969)	(788)	(181)	under rec
SALES - GENERAL	(136)	(82)	(54)	under rec
SALES - DEPARTMENTS OF THE AUTHORITY	(32)	(37)	5	over rec
FEES AND CHARGES - GENERAL	(3,773)	(3,708)	(65)	under rec
CHARGES TO HEALTH BOARDS	(38)	(38)	0	
FEES AND CHARGES - OTHER BODIES	(221)	(243)	22	over rec
FEES AND CHARGES - DEPARTMENTS OF THE AUTHORITY	(2,814)	(2,747)	(67)	under rec
RENTAL INCOME	0	(2)	2	over rec
HOME LOANS REPAYMENTS	0	(15)	15	over rec
BIRTH REGISTRATION	(38)	(33)	(5)	under rec
DEATH REGISTRATION	(78)	(65)	(13)	under rec
MARRIAGE STATUTORY FEES	(112)	(98)	(14)	under rec
EXTRACT ISSUE	(107)	(96)	(11)	under rec
MARRIAGES	(90)	(66)	(24)	under rec
RENEWAL OF VOWS	0	(1)	1	over rec
CITIZENSHIP CEREMONIES	(10)	(10)	0	
CIVIL PARTNERSHIPS	(1)	0	(1)	under rec
NATIONAL CHECKING SERVICE	(65)	(52)	(13)	under rec
OTHER INCOME	(8,655)	(7,968)	(687)	under rec
REALLOCATION OF CENTRAL SUPPORT COSTS	(6,693)	(6,564)	(129)	under rec
REALLOCATION OF SUPPORT COSTS	(102)	(102)	0	
INCOME	(101,711)	(99,070)	(2,641)	under rec
NET EXPENDITURE	34,239	34,127	112	under