
TITLE: BUDGET MONITORING REPORT 2012/13

Committee: Personnel & Corporate Services Committee

Date: 7 February 2013

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[M238]

1.0 ISSUE

1.1 This report updates Members on the Council's current financial position for 2012/13, based on the reporting period to the end of December 2012. The report covers both the Council's projected revenue and capital expenditure.

2.0 RECOMMENDATION (S)

2.1 Members are requested to note that since the last report, a projected under spend of £162,593 has been identified, giving an overall under spend across the Committee's services of £337,584 against the original budget to date.

3.0 BACKGROUND/ OPTIONS

3.1 Under Financial Regulations each policy committee is required to consider projections of financial performance against budget on a quarterly basis.

3.2 The contents of this report are initially taken from the actual expenditure and income incurred by the Council for the reporting period ending 31 December 2012. These figures are then updated for any further known variances up to the date of submission of this report.

3.3 Budget monitoring reports are sent to Heads of Service on a monthly basis and any unanticipated expenditure or income is investigated by Financial Services, and in conjunction with the relevant budget manager where necessary.

3.4 This Committee has a projected underspend for this period of £162,593, with an overall under spend of £337,584 against the original budget.

3.5 The Heads of Service budget review has identified savings of £56,395 for this committee.

3.6 The contra entry for the funding from the Change Management Reserve of £47,850, for employee costs of the Housing restructuring, is in Community & Environment Committee budgets. Therefore there is no overall change in the Council's spending as a result of these adjustments.

- 3.7 The Council will receive £25,816 this year as the first instalment of the Weekly Refuse Grant. The expenditure is already shown in the other Committee reports and therefore there is no overall change to the Council's spending.
- 3.8 Adjustments to the HPDG programme have been made and are already shown in the other Committee reports, with the funding from reserves being adjusted within this Committee. Therefore there is no overall change in the Council's spending as a result of these adjustments.
- 3.9 Additional capital spend of £15,304 to date on the Reception Refurbishment, caused mainly by an extension required to the service desk and bringing the interview rooms up to standard, will be funded from Asset Management and possibly an additional external contribution.
- 3.10 The new capital IT schemes for the Office Management System Replacement for Legal, Payment Card Industry Data Security Standard and Environmental Health Public Licensing, as well as the additional £4,975 spend on the Replacement IT Backup system, will be funded from IEG monies (awarded as a previous grant to the Council). The new CIL system will be funded from CIL or HDPG and the CRM Integration includes HPDG and Improvement East funding.
- 4.0 ARGUMENT/CONCLUSIONS
- 4.1 That the projected underspend for this period of £162,593 be noted.
- 5.0 FINANCIAL IMPLICATIONS/EQUALITY IMPACT ASSESSMENT
- 5.1 There is an overall under spend of £337,584 against this Committee's original budget.
- 5.2 An Equality Impact Assessment (INRA) is not required.
- 6.0 APPENDICES
- 6.1 Appendix 1 – Personnel & Corporate Services Committee Budget Projections 2012/13.

<u>Background Documents</u>	<u>Location</u>	<u>Contact Officer</u>
Budget Monitoring Report Preparation Documents	Room 206 The Grange Ely	Linda Grinnell Head of Finance (01353) 665555 E-mail: linda.grinnell@eastcambs.gov.uk

PERSONNEL AND CORPORATE SERVICES SUB-COMMITTEE BUDGET PROJECTIONS:

Appendix 1

	Ref	Published Budget	Latest Budget	Projected Outturn	Variance Between Latest Budget & Projected Outturn Cost + / (Saving) - £	Variance/ Notes
		£	£	£		
Revenue						
CAPITAL RECHARGES	AR001	(636,540)	(636,540)	(636,540)	0	
AUDIT	AU001	92,683	92,683	92,683	0	
COUNCIL TAX BENEFIT	CB001	116,622	73,613	73,613	0	
CONTRACT GRASS CUTTING	CG001	22	(51)	(51)	0	
PROVISIONS	CN001	(1,164,228)	(1,169,012)	(1,312,412)	(143,400)	1, 2, 3, 4
COUNCIL TAX	CT001	458,772	409,667	409,667	0	
DEPOT	DP001	58,600	58,610	57,610	(1,000)	1
COMMITTEE SERVICES	DS001	154,040	154,038	154,104	66	1
ELECTORAL REGISTRATION	EL001	83,563	83,563	83,563	0	
EMERGENCY PLANNING	EP001	36,817	37,210	37,210	0	
FINANCE SERVICES	FS001	475,924	475,446	479,914	4,468	1
GENERAL GANG	GG001	121,780	121,706	121,312	(394)	1
HOUSING ACT ADVANCES	HA001	6,131	6,039	6,039	0	
HOUSING BENEFITS	HB001	127,082	119,919	119,919	0	
HUMAN RESOURCES	HR001	230,384	230,377	230,377	0	
HEALTH & SAFETY AT WORK:	HS001	22,665	22,665	22,665	0	
INTEREST/FINANCING	IN001	(61,484)	(94,384)	(94,384)	0	
IT	IT001	869,205	868,678	879,328	10,650	1
LAND CHARGES ADMIN	LC001	(18,719)	(18,645)	(18,645)	0	
INTERNAL DRAINAGE BOARDS	LD001	342,739	354,704	354,704	0	
COST OF ELECTIONS	LE001	80,182	80,178	80,178	0	
LEGAL	LG001	284,759	284,832	268,553	(16,279)	1
MISC. FINANCIAL SERVICES	MF001	112,056	112,056	112,056	0	
DMS	ML001	184,857	185,410	185,410	0	
NNDR	NN001	231,692	203,619	203,619	0	
OFFICE ACCOMMODATION	OA001	457,114	432,423	432,423	0	
OUT OF HOURS CALLOUT SERVICE	OH001	20,841	20,841	20,841	0	
PARKS & GARDENS	PG001	250,671	250,734	251,161	427	1
PAYROLL	PY001	81,537	81,537	81,537	0	
RECEPTION/CLERICAL	RC001	227,419	227,798	228,569	771	1
REPROGRAPHICS	RP001	142,171	142,177	141,177	(1,000)	1
TRAINING	TR001	79,204	79,204	79,204	0	
LOCAL DEMOCRACY	Various	898,846	891,626	874,724	(16,902)	1
CORPORATE SERVICES	Various	624,556	634,251	634,251	0	
Revenue Subtotal		4,991,963	4,816,972	4,654,379	(162,593)	
Income Recharges		(3,559,652)	(3,559,652)	(3,559,652)	0	
Revenue Total		1,432,311	1,257,320	1,094,727	-162,593	
Capital						
VEHICLE REPLACEMENTS	XP093	95,822	83,332	83,332	0	5
GROUND MAINTENANCE VEHICLE EQP	XP610	0	9,839	9,839	0	
PUBLIC OFFICES/ASSET MANAGEMENT	Various	85,000	121,167	121,167	0	6
CORPORATE IT	Various	70,000	240,685	240,685	0	7
Capital Subtotal		250,822	455,023	455,023	0	
Total Revenue and Capital		1,683,133	1,712,343	1,549,750	(162,593)	

Variations:

Revenue Budgets

General

- 1 The Heads of Service budget review has identified savings of £56,395 for this committee.

Provisions

- 2 The funding from reserves of £47,850 for employee costs of the Housing restructuring is contra entered in Community & Environment Committee budgets. Therefore there is no overall change in the Council's spending as a result of these adjustments.
- 3 The Council will receive £25,816 this year as the first instalment of the Weekly Refuse Grant. The expenditure is already shown in the other Committee reports and therefore there is no overall change to the Council's spending.

- 4 Adjustments to the HPDG programme have been made and are already shown in the other Committee reports with the funding from reserves being adjusted within this Committee and therefore there is no overall change in the Council's spending as a result of these adjustments.

Notes:

Capital Budgets

- 5 Latest Capital Programme budgets reflect the slippage brought forward from 2011/12.
- 6 Additional spend of £15,304 to date on the Reception Refurbishment will be funded from Asset Management.
- 7 New IT schemes and additional spend on existing scheme to be funded from IEG monies, with CIL system being funded from CIL/HDPG, and CRM Integration including HPDG funding.