
TITLE: BUDGET MONITORING REPORT 2012/13

Committee: Personnel and Corporate Services Committee

Date: 22 November 2012

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[M165]

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 August 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 underspend of £150,652 has been identified, giving an overall underspend across the Committee's services of £174,991 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 August 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 Committee has a projected underspend for this period of £150,652, with an overall underspend of £174,991 against the original budget.

3.5 There is an under spend on the Revenues and Benefits Service of £127,350. This is mainly due to provision being made for a change in the treatment of court costs income within the contract.

3.6 A one off saving of £25,700 has been made on the electricity costs for The Grange. This is because an accrual for previous years bills is no longer required.

3.7 There is a saving of £18,916 on external audit fees due to a change in auditors from The Audit Commission to Ernst & Young. A further saving in 2013/2014 of £19,000 is currently forecast.

3.8 The latest budgets have been amended to reflect adjustments to the lease car and insurance budgets. This has resulted in an underspend of £503 on lease cars and a saving of £9,614 on insurance for this committee.

3.9 The latest budgets have also been amended to reflect adjustments for salaries for lower paid workers. This has resulted in an overspend of £2,578 for this committee. However, provision was made centrally during the setting of the 2012/13 budget and therefore this increase will have no effect on the Council's bottom line budget.

4.0 ARGUMENT/CONCLUSIONS

4.1 That the projected underspend for this period of £150,652 be noted.

5.0 FINANCIAL IMPLICATIONS/EQUALITY IMPACT ASSESSMENT

5.1 There is an overall under spend of £174,991 against this Committee's original budget.

5.2 An Equality Impact Assessment (INRA) is not required.

6.0 APPENDICES

6.1 Appendix 1 – Personnel and 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@eastcamb.gov.uk

	Ref	Published Budget £	Latest Budget £	Projected Outturn £	Variance Between Latest Budget & Projected Outturn Cost + / (Saving) - £	Variance/ Notes
Revenue						1,2,3,4
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	116,622	73,613	(43,009)	a
CONTRACT GRASS CUTTING	CG001	22	(51)	(51)	0	
PROVISIONS	CN001	(1,164,228)	(1,169,483)	(1,169,012)	471	c
COUNCIL TAX	CT001	458,772	458,772	409,667	(49,105)	a
DEPOT	DP001	58,600	58,610	58,610	0	
COMMITTEE SERVICES	DS001	154,040	154,038	154,038	0	
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	475,446	0	
GENERAL GANG	GG001	121,780	121,706	121,706	0	
HOUSING ACT ADVANCES	HA001	6,131	6,039	6,039	0	
HOUSING BENEFITS	HB001	127,082	127,082	119,919	(7,163)	a
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)	(95,284)	(94,384)	900	d
IT	IT001	869,205	868,678	868,678	0	
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	284,832	0	
MISC. FINANCIAL SERVICES	MF001	112,056	112,056	112,056	0	
DMS	ML001	184,857	185,410	185,410	0	
NNDR	NN001	231,692	231,692	203,619	(28,073)	a
OFFICE ACCOMMODATION	OA001	457,114	458,123	432,423	(25,700)	b
OUT OF HOURS CALLOUT SERVICE	OH001	20,841	20,841	20,841	0	
PARKS & GARDENS	PG001	250,671	250,734	250,734	0	
PAYROLL	PY001	81,537	81,537	81,537	0	
RECEPTION/CLERICAL	RC001	227,419	227,798	227,798	0	
REPROGRAPHICS	RP001	142,171	142,177	142,177	0	
TRAINING	TR001	79,204	79,204	79,204	0	
LOCAL DEMOCRACY	Various	898,846	897,499	891,626	(5,873)	c
CORPORATE SERVICES	Various	624,556	627,351	634,251	6,900	c,e,f,g
Revenue Subtotal		4,991,963	4,967,624	4,816,972	(150,652)	
Income Recharges		(3,559,652)	(3,559,652)	(3,559,652)	0	
Revenue Total		1,432,311	1,407,972	1,257,320	-150,652	
Capital						
VEHICLE REPLACEMENTS	XP093	95,822	83,332	83,332	0	
GROUND MAINTENANCE VEHICLE EQP	XP610	9,877	9,877	9,877	0	
PUBLIC OFFICES/ASSET MANAGEMENT	Various	85,000	120,129	120,129	0	
CORPORATE IT	Various	70,000	125,576	125,576	0	
Capital Subtotal		260,699	338,914	338,914	0	
Total Revenue and Capital		1,693,010	1,746,886	1,596,234	(150,652)	

Variations:**Revenue Budgets**

- a Overall saving of £127,350 on the ARP contract due to the amendment of the treatment of court costs.
- b Accrual for previous years electricity bills that is no longer required. This is a saving in the current year only.
- c As part of the continuous review of the 4 year savings plan adjustments have been made. This has resulted in additional amendments to various services. The net effect of the changes is reflected in the contribution to or from the Surplus Savings Reserve and therefore has no overall effect on the budget.
- d Overspend of £900 due to increased bank costs.
- e Saving on external audit fees for 12/13 of £18,916 and an additional forecast saving in 13/14 of £19,000.

- f A contribution from S106 of £27,952 towards Asset Management in previous years has been removed in the current year as it is no longer required.

Notes:

Revenue Budgets

General

- 1 Latest budgets have been amended to reflect adjustments to the lease car budgets. This has resulted in an underspend of £503 for this committee.
- 2 Latest budgets have been amended to reflect adjustments to the insurance budgets. This has resulted in a saving of £9,614 for this committee.
- 3 Latest budgets have been amended to reflect adjustments for salaries for lower paid workers. The budget for this was held centrally at the time the budget was set so will have no overall affect on the Council's bottom line. The cost for this committee was £2,578.
- 4 Latest budgets reflect most recent entries from variances approved by Finance & Governance committee from previous report.