

TITLE: BUDGET MONITORING REPORT

Committee: Regulatory & Support Services Committee

Date: 23rd January 2017

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[R184]

1. ISSUE

1.1 This report provides Members with budget monitoring information for services under the Regulatory and Support Services Committee.

2. RECOMMENDATION (S)

2.1 Members are requested to note that this Committee has a projected yearend under spend of £303,000 compared to its approved revenue budget of £5,358,043.

2.2 Members are also requested to note that this Committee has a projected capital programme outturn of £1,232,444.

3. BACKGROUND/OPTIONS

3.1 This is the third report for the 2016-17 financial year and details actual expenditure incurred as at 31st December 2016 and projections as to the yearend position at this time.

3.2 Under Financial Regulations each Service Committee is required to consider projections of financial performance against budget on a quarterly basis.

3.3 The revenue budget for each service that falls under the stewardship of this Committee has been reviewed, with appendix 1 detailing the forecast outturn figure for each service line.

3.4 Explanations for the variances reported, where these are different to those reported in the quarter two report, are detailed in the table on the following page.

Service	Variance £	Explanation
Building Control	(15,000)	Additional Fee income earned during the first nine months of the year. This £15,000 is in addition to the £20,000 previously reported and brings the total for this service to £35,000.
Homelessness	(25,000)	This saving of £25,000 is made up of £15,000 from salary savings and a further £10,000 for the non-use of hotel rooms during the first nine months of the year. This is in addition to the £30,000 previously reported and brings the total for this service to £55,000.
Land Charges	(57,000)	A long running national legal case regarding Land Charges has now been resolved. We had made provision for the cost of this case, but as final costs have come in lower than expected, the remaining funding is now returned to revenue.
Licensing	(20,000)	Additional Fee income earned this year chiefly from greater take up of licenses and 'one-off' gains from the restructuring of the licensing process.
Planning	(100,000)	Additional Fee income earned during the third quarter of the year has allowed the forecast outturn to be increased by an additional £100,000, increasing the overall underspend to £300,000.
Travellers' Sites	(10,000)	Staff vacancies within the team. This is in addition to the £5,000 previously reported and brings the total for this service to £15,000.
IT	20,000	Additional IT costs associated with the Transformation programme.
Legal	(10,000)	Staff vacancies within the team. This is in addition to the £20,000 previously reported and brings the total for this service to £30,000.
Office Accommodation	(20,000)	Staff vacancies within the team.
Reprographics	(5,000)	Salary savings within the team

Forecast Outturn Project at the end of Quarter 2	(61,000)	
Total	(303,000)	

4. ARGUMENTS/CONCLUSIONS

- 4.1 The projected net revenue expenditure for this Committee, as detailed in appendix 1, is £5,055,043, this is an underspend of £303,000 when compared to the total budget of the Committee which is £5,358,043.
- 4.2 The revised capital budget for this Committee is £1,232,444. At this stage in the financial year, the expectation is that each capital project will come in on budget; this situation will continue to be monitored as the year progresses.

5. FINANCIAL IMPLICATIONS/EQUALITY IMPACT ASSESSMENT

- 5.1 There is an underspend of £303,000 compared to the Committee's approved budget.
- 5.2 Equality Impact Assessment (INRA) not required.

6. APPENDICES

- 6.1 Appendix 1 – Regulatory & Support Services Committee Budget Monitoring Report – 31st December 2016.

Background Documents

Council Budget as approved by
Council 25th February 2016

Location

Room 206
The Grange
Ely

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