

THE HIGHLAND COUNCIL
RESOURCES COMMITTEE – 15 April 2009

Agenda Item	
Report Number	

CHIEF EXECUTIVE'S SERVICE AND MEMBERS
REVENUE EXPENDITURE MONITORING REPORT
1 April 2008 to 28 February 2009
Report by the Chief Executive

SUMMARY

This report provides members with information on the revenue monitoring position for the Chief Executive's Service for the period 1 April 2008 to 28 February 2009.

- 1.** The Revenue Monitoring Report for the year to 28 February 2009 is attached as an Appendix to this report. The statement shows an annual net revenue budget of £29.252m of which Members' Services accounts for £2.149m. Actual expenditure incurred in the period is £22.135m and £1.464m respectively.
- 2.** Members are asked to note that the ring fenced Fairer Scotland Fund of £1.560m in 2008-09 is additional to the core Council budget and in the monitoring report budgeted grant income matches budgeted expenditure with no net cost to the Council. Members are advised that as at 28 February 2009, £1.280m of the budget is committed. The terms of this grant allow the carry forward of the remaining £0.280m into 2009-10.
- 3.** The estimated overall underspend for the Chief Executive's Service is £0.824m. Details of budget variances are detailed below:
 - 3.1** The Operational Management Areas are now showing an estimated overspend of £0.030m. This is mainly due to forecasted service budget contributions for Drummie not being included in the current year. The resulting pressure of £0.150m has been offset in part by staff vacancies and a favorable variance on income budgets. Arrangements have been made in 2009/10 to transfer funding from other Services to meet these.
 - 3.2** The Service Point Network is projecting an underspend of £0.050m. This is as a result of the planned extended operation of the Service Centre being delayed until 2009/10.
 - 3.3** IS Services have now projected an estimated underspend of £0.092m as a result of this being a transitional year for the IS Services contract.
 - 3.4** The Policy and Performance team are currently projecting an underspend of £0.206m. This is due to vacant posts being filled part way through the year resulting in an underspend on staff costs of £0.094m. This in turn has led to an underspend on other costs of £0.086m. There is also a favorable variance of £0.070m on the income budget.

- 3.5** As a result of the significant additional work associated with Job Evaluation and Equal Pay, Personnel Services are estimating an overspend of £0.099m in this financial year.
- 3.6** An underspend of £0.015m is being estimated for Legal Services. The majority of this occurs in other costs as a result of vacancies across the section in the year.
- 3.7** Licensing are currently projecting an underspend of £0.297m. This is due to increased fees of £0.200m resulting from changes in the Licensing Act 2005, and a favourable variance of £0.075 on Private Landlord Registration.
- 3.8** An estimated underspend of £0.120m is anticipated for Members Services. Of this underspend £0.107m is being offered up as an efficiency saving in 2009/10. There are currently favorable variances in staff costs £0.050m, other costs £0.020m and income £0.050m. However, it is anticipated that due to the late submission of members' expenses a further £0.020m will be spent.

RECOMMENDATION

Members are invited to consider this revenue monitoring report for the period 1 April 2008 to 28 February 2009.

Signature:

Alistair Dodds

Designation: Chief Executive

Date: 03.04.09

Report Author: Kate Lackie, Business Manager and
Evelyn Wilson, Business Support

CHIEF EXECUTIVE'S SERVICE Revenue Expenditure Monitoring Report

1 April 2008 to 28 February 2009

Chief Executive's Service

	Notes	£000 Actual Year To Date	£000 Annual Budget	£000 Year End Estimate	£000 Year End Variance
Members		1,464	2,149	2,029	(120)
BY ACTIVITY					
Chief Executive		519	687	615	(72)
Operational Management Areas		3,658	4,094	4,124	30
Public Relations		301	320	307	(13)
Committee Services		423	560	522	(38)
Legal Services		929	896	881	(15)
Policy, Performance and Communities		2,312	2,800	2,594	(206)
E Government		101	123	123	0
Service Point Network & Service Centre		1,314	1,862	1,812	(50)
Registrars		95	152	152	0
IS Services (Including Pathfinder)		10,640	13,326	13,234	(92)
Personnel		1,703	1,945	2,044	99
Community Planning Partnership		(1,049)	(19)	(19)	0
Licensing		(959)	(459)	(756)	(297)
District Courts		(32)	(23)	(32)	(9)
Childrens Panel		87	118	95	(23)
Office and Support Services		528	598	596	(2)
Elections		102	123	107	(16)
Sub-Total excluding Members		20,671	27,103	26,399	(704)
Total Chief Executive's Office		22,135	29,252	28,428	(824)
BY SUBJECTIVE					
Staff Costs		10,626	12,044	11,526	(518)
Other Costs		16,801	22,209	21,953	(256)
Gross Expenditure		27,427	34,253	33,479	(774)
Grants		279	(403)	(496)	(93)
Other Income		(7,035)	(6,746)	(6,583)	163
Total Income		(6,756)	(7,150)	(7,080)	70
		20,671	27,103	26,399	(704)
MEMBERS BY SUBJECTIVE					
Staff Costs		1,502	1,915	1,865	(50)
Other Costs		364	454	434	(20)
Gross Expenditure		1,866	2,368	2,298	(70)
Grants		0	0	0	0
Other Income		(402)	(219)	(269)	(50)
Total Income		(402)	(219)	(269)	(50)
		1,464	2,149	2,029	(120)

Notes

1. %age of Annual Expenditure	Feb-09	76%
	Feb-08	90%