

**THE HIGHLAND COUNCIL**

**RESOURCES COMMITTEE – 9 OCTOBER 2013**

Agenda Item	<b>25.</b>
Report Number	<b>FHR/140/13</b>

**CHIEF EXECUTIVE'S SERVICE AND MEMBERS REVENUE EXPENDITURE  
MONITORING TO 31 AUGUST 2013**

**Report by the Chief Executive**

**SUMMARY**

This report provides information on the revenue monitoring position for the Chief Executive's Service for the period 1 April 2013 to 31 August 2013.

**1. Introduction**

The Revenue Monitoring Report for the year to 31 August 2013 is attached at Appendix 1. The statement shows an annual net budget of £23.067m of which Members' Services accounts for £2.159m. Actual expenditure incurred in the period is £3.819m and £0.698m respectively.

**2. 2013/14 Budget Movements**

As agreed at the last meeting of the Committee, the Service budget reflects the transfer from balances of £0.016m to the elections budget, to cover the costs of the by-election in the Caithness Landward ward.

**3. Predicted End of Year Position 2013/14**

The Chief Executive's Service is projecting a net year end underspend of £0.022m after taking into consideration budget pressures in the Service Point Network and Licensing which are more than offset by savings arising from staff vacancy management and reduced spend in various discretionary budgets. The Service will continue to work to manage pressures across all of its budget headings to ensure a balanced budget position at the year end.

**4. Recommendation**

Members are invited to consider the revenue monitoring report for the period 1 April 2013 to 31 August 2013.

Signature:

Steve Barron

Designation: Chief Executive

Report Author: Kate Lackie, Business Manager

Date: 29 September 2013

CHIEF EXECUTIVE'S SERVICE Revenue Expenditure Monitoring Report

1 April 2013 to 31 August 2013

Chief Executive's Service

		£000	£000	£000	£000
		Actual	Annual	Year End	Year End
	Notes	Year To Date	Budget	Estimate	Variance
Members		698	2,159	2,159	0
BY ACTIVITY					
Chief Executive	1	411	(2,204)	(2,254)	(50)
Corporate Improvement Programme		235	535	547	12
Operational Management Areas		1,174	2,798	2,798	0
Public Relations		127	288	295	7
Committee Services		255	625	625	0
Legal Services		336	471	451	(20)
Policy, Performance and Communities		866	2,398	2,381	(17)
E Government		39	108	105	(3)
Service Point Network & Service Centre	2	957	2,031	2,070	39
Registrars		(90)	(58)	(53)	5
IS Services (Including Pathfinder)	3	(872)	12,140	12,140	0
Personnel		838	2,138	2,108	(30)
Licensing	4	(552)	(574)	(524)	50
Childrens Panel		33	86	86	0
Office and Support Services		0	0	0	0
Elections		62	126	121	(5)
Sub-Total excluding Members		3,819	20,908	20,896	(12)
Total Chief Executive's Office		4,517	23,067	23,055	(12)
BY SUBJECTIVE					
Staff Costs		4,293	10,575	10,538	(37)
Other Costs		1,267	17,730	17,700	(30)
Gross Expenditure		5,560	28,305	28,238	(67)
Grants		(49)	(3)	(3)	0
Other Income		(1,692)	(7,394)	(7,339)	55
Total Income		(1,741)	(7,397)	(7,342)	55
		3,819	20,908	20,896	(12)
MEMBERS BY SUBJECTIVE					
Staff Costs		609	1,905	1,905	0
Other Costs		89	254	254	0
Gross Expenditure		698	2,159	2,159	0
Grants		0	0	0	0
Other Income		0	0	0	0
Total Income		0	0	0	0
		698	2,159	2,159	0

Notes

1. %age of Annual Expenditure	Aug-14	20%
	Aug-13	30%