

THE HIGHLAND COUNCIL

RESOURCES COMMITTEE – 22 JANUARY 2014

Agenda Item	14
Report Number	FHR/11/14

CHIEF EXECUTIVE'S SERVICE AND MEMBERS REVENUE EXPENDITURE MONITORING TO 30 NOVEMBER 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 30 November 2013.

1. Introduction

The Revenue Monitoring Report for the year to 30 November 2013 is attached at Appendix 1. The statement shows an annual net budget of £23.191m of which Members' Services accounts for £2.159m. Actual expenditure incurred in the period is £10,517m and £1.233m respectively.

2. 2013/14 Budget Movements

There has been a net increase in the Service budget of £0.054m since the last reporting period. This is due in part to cross service ICT transactions and also resource transfers both in and out of the budget in support of the Integrating Care in the Highlands Project relating to HR, Occupational Health and programme management.

3. Predicted End of Year Position 2013/14

- 3.1 The Chief Executive's Service is projecting a net year end underspend of £0.040m, a decrease on the previous period, when the Service reported a predicted underspend of £0.059m.
- 3.2 Members are asked to note that the individual budget headings for Registration and the Service Point Network/Service Centre are managed as a single combined Customer Services Budget, because Registration and Service Point functions are managed together as an integrated service. The separate budget codes are historical and date from when the services were managed separately. During 2014/15 this position will be corrected and the budget codes will be revised into a single budget heading to reflect the integrated organisation. Until this has been done, any analysis of the budgets should be combined to give a correct net position for Customer Services overall. This currently amounts a predicted overspend of £0.018m and the Service is working to reach a balanced position for the combined budgets at the end of the financial year.
- 3.3 In addition to the small overall pressure in Customer Services, Licensing is still predicting an under-achievement in income. However, these pressures are

offset by savings arising from staff vacancy management and reduced spend in other budgets. The Service will continue to work to manage pressures across all of its budget headings to achieve a balanced position at the year end.

4. Implications

- 4.1 There are no Legal, Equalities or Climate Change/Carbon Clever implications arising from this report. There are no resource implications other than those already set out.

5. Recommendation

Members are invited to agree the revenue monitoring report for the period 1 April 2013 to 30 November 2013.

Signature:

Steve Barron

Designation: Chief Executive

Report Author: Kate Lackie, Business Manager

Date: 9 January 2014

CHIEF EXECUTIVE'S SERVICE Revenue Expenditure Monitoring Report

1 April 2013 to 30 November 2013	Chief Executive's Service
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1 April 2013 to 30 November 2013	Chief Executive's Service
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	£000 Actual Year To Date	£000 Annual Budget	£000 Year End Estimate	£000 Year End Variance
Notes				
Members	1,233	2,159	2,158	(1)
BY ACTIVITY				
Chief Executive	583	(2,210)	(2,260)	(50)
Corporate Improvement Programme	394	555	550	(5)
Operational Management Areas	1,794	2,860	2,820	(40)
Public Relations	203	288	295	7
Committee Services	414	625	615	(10)
Legal Services	478	489	488	(1)
Policy, Performance and Communities	1,530	2,403	2,393	(10)
E Government	64	108	100	(8)
Service Point Network & Service Centre	1,493	2,138	2,097	(41)
Registrars	1	(58)	1	59
IS Services (Including Pathfinder)	2,716	12,150	12,150	0
Personnel	1,278	2,046	1,991	(55)
Licensing	(569)	(574)	(449)	125
Childrens Panel	42	86	81	(5)
Office and Support Services	0	0	0	0
Elections	96	126	121	(5)
Sub-Total excluding Members	10,517	21,032	20,993	(39)
Total Chief Executive's Office	11,750	23,191	23,151	(40)
BY SUBJECTIVE				
Staff Costs	6,888	10,712	10,208	(504)
Other Costs	7,209	17,726	19,731	2,005
Gross Expenditure	14,097	28,438	29,939	1,501
Grants	(106)	(3)	(22)	(19)
Other Income	(3,474)	(7,403)	(8,924)	(1,521)
Total Income	(3,580)	(7,406)	(8,946)	(1,540)
	10,517	21,032	20,993	(39)
MEMBERS BY SUBJECTIVE				
Staff Costs	1,065	1,905	1,904	(1)
Other Costs	168	254	254	0
Gross Expenditure	1,233	2,159	2,158	(1)
Grants	0	0	0	0
Other Income	0	0	0	0
Total Income	0	0	0	0
	1,233	2,159	2,158	(1)

Notes		
1. %age of Annual Expenditure	#####	51%
	#####	62%

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