

THE HIGHLAND COUNCIL

RESOURCES COMMITTEE – 25 FEBRUARY 2015

Agenda Item	22
Report Number	RES/26/15

CHIEF EXECUTIVE'S OFFICE AND MEMBERS REVENUE EXPENDITURE MONITORING TO 31 DECEMBER 2014

Report by the Chief Executive

SUMMARY

This report provides information on the revenue monitoring position for the Chief Executive's Office for the period 1 April 2014 to 31 December 2014.

1. Introduction

1.1 The Revenue Monitoring Report for the year 31 December 2014 is attached at **Appendix 1**. The statement shows an annual net budget of £6.904m, of which Members' Services accounts for £2.194m. Actual expenditure incurred at the end of the 3rd Quarter is £4.693m and £1.455m respectively. This accounts for 68% of the total budget spent to date which compares well with the same period last year, when 69% of the total budget had been spent.

2. Budget Movements

2.1 The Chief Executive's Office budget has decreased by £0.019m (net) since the last reporting period. This largely reflects a transfer out of the Chief Executive's budget into the Corporate Development Service budget for a Web Development post and a transfer of budget into the Chief Executive's Office budget relating to the de-centralization of the Managed Print Service. The printing budget has been decentralized in order to give Services greater responsibility for managing their own printing and photocopying expenditure and will require a reduction in printing volumes and, particularly printing in colour, if costs are to remain within budget.

3. Variances and Predicted End of Year Position 2014/15

3.1 The Chief Executive's Office end of year position has not changed since the last report to Committee in November 2014, when a predicted underspend of £0.123m was reported. The underspend is primarily as a consequence of staff vacancies and reduced spend on discretionary budgets across a range of budgets which has more than offset a small under-recovery of income in the Public Relations budget.

4. Implications

4.1 Resources - There are no resource implications other than those already set out.

4.2 Legal - there are no legal implications for The Highland Council.

4.3 Equalities and Climate Change - there are no negative equality or climate change implications arising from this report.

4.4 Risk, Gaelic and Rural - there are no risk, Gaelic or rural implications to The Highland Council.

5. Recommendation

Members are invited to consider the revenue monitoring report for the period 1 April 2014 to December 2014.

Signature: Steve Barron

Designation: Chief Executive

Report Author: Kate Lackie, Business Manager

Date: 12 February 2015

Attachments: Appendix 1 - Revenue Monitoring Statement to 31 December 2014

CHIEF EXECUTIVE'S Revenue Expenditure Monitoring Report

1 April 2014 to 31 December 2014

	£000 Actual Year To Date	£000 Annual Budget	£000 Year End Estimate	£000 Year End Variance
BY ACTIVITY				
Members	1,455	2,194	2,191	(3)
Chief Executive	569	778	738	(40)
Operational Management Areas	1,920	2,735	2,705	(30)
Public Relations	133	150	165	15
Policy & Reform	450	772	707	(65)
Gaelic Development	166	275	275	0
Total Chief Executive's	4,693	6,904	6,781	(123)
BY SUBJECTIVE				
Staff Costs	2,945	4,173	4,093	(80)
Other Costs	2,019	2,871	2,818	(53)
Gross Expenditure	4,964	7,044	6,911	(133)
Grants	(170)	(10)	(10)	0
Other Income	(101)	(130)	(120)	10
Total Income	(271)	(140)	(130)	10
	4,693	6,904	6,781	(123)

Notes

1. %age of Annual Expenditure	Dec-15	68%
	Dec-14	69%