

# Appendix 2- Budget Report

## Chief Executive

	Full Year Budget	Budget	Actual	Savings / (Deficit)	Budget Variance
	£	£	£	£	%
Employees	241,157	180,599	180,956	(357)	(0.2)
Premises	0	0	0	0	-
Transport	2,898	2,178	1,628	550	25.3
Supplies & Services	4,132	3,052	3,340	(288)	(9.4)
Payments to Third Parties	2,000	2,000	195	1,805	90.3
Support Services	(250,187)	0	0	0	-
Income	0	0	0	0	-
<b>TOTAL</b>	<b>0</b>	<b>187,829</b>	<b>186,119</b>	<b>1,710</b>	<b>0.9</b>

## Community Services

	Full Year Budget	Budget	Actual	Savings / (Deficit)	Budget Variance	
	£	£	£	£	%	
Employees	1,013,123	758,925	734,811	24,114	3.2	1
Premises	2,500	1,876	325	1,551	82.7	
Transport	35,284	26,471	21,770	4,701	17.8	
Supplies & Services	155,744	105,807	82,223	23,584	22.3	2
Payments to Third Parties	4,197,547	3,405,292	3,386,995	18,297	0.5	3
Support Services	445,907	0	0	0	-	
Depreciation	542,291	0	0	0	-	
Income	(1,824,800)	(1,425,605)	(1,433,077)	7,472	(0.5)	
<b>TOTAL</b>	<b>4,567,596</b>	<b>2,872,766</b>	<b>2,793,046</b>	<b>79,720</b>	<b>2.8</b>	

1) Employee savings relate to a number of savings made due to having a vacant licencing officer post which is being partially covered by current establishment, along with general staff turnover, maternity and sickness.

2) The saving on supplies and services is mostly related to the ending of the safe at home initiative, which was the cost of overseeing Disabled Facility Grant (DFG) applications. This is not being charged as part of the capital costs of DFGs.

3) Payments to third parties are showing an underspend due to a saving on the anticipated cost of the end of life costs on the vehicle contract. This was being funded from New Homes Bonus and so savings will be returned to reserves to fund other one off projects. The saving on this is being offset by a £38k projected overspend on the Ubico contract.

## Corporate Services

	Full Year Budget	Budget	Actual	Savings / (Deficit)	Budget Variance	
	£	£	£	£	%	
Employees	1,665,669	1,289,324	1,316,886	(27,562)	(2.1)	4
Premises	0	0	0	0	-	
Transport	16,951	12,781	10,456	2,325	18.2	
Supplies & Services	479,695	365,985	363,877	2,107	0.6	
Payments to Third Parties	111,720	65,969	55,985	9,984	15.1	
Transfer Payments - Benefits Service	19,627,180	0	(86,981)	86,981	-	5
Support Services	(336,319)	0	0	0	-	
Depreciate	24,136	0	0	0	-	
Income	(20,068,485)	(238,508)	(300,263)	61,755	(25.9)	5
<b>TOTAL</b>	<b>1,520,547</b>	<b>1,495,550</b>	<b>1,359,960</b>	<b>135,590</b>	<b>9.1</b>	

4) The employees' budget is overspent at the end of quarter 3 due to some savings from the Revenues and Benefits restructure yet to be realised as a result of minimal impact from the transfer to UC. Position to be reviewed throughout 2018.

5) The overall position is, however, positive due to excellent performance in the Benefits team and some additional income received from Central Government to support the delivery of legislative changes.

## Democratic Services

	Full Year Budget	Budget	Actual	Savings / (Deficit)	Budget Variance	
	£	£	£	£	%	
Employees	247,331	186,836	141,659	45,177	24.2	6
Premises	0	0	390	(390)	-	
Transport	17,888	13,421	10,879	2,542	18.9	
Supplies & Services	449,510	342,417	314,129	28,287	8.3	7
Payments to Third Parties	36,700	20,422	21,177	(755)	(3.7)	
Support Services	913,191	0	0	0	-	
Depreciation	21,021	0	0	0	-	
Income	(500)	(378)	(14,898)	14,520	(3,841.3)	8
<b>TOTAL</b>	<b>1,685,141</b>	<b>562,718</b>	<b>473,337</b>	<b>89,381</b>	<b>15.9</b>	

6) Employees cost are underspent as the additional costs of running elections in year has been less than the savings derived from the vacant post held in democratic services.

7) Small savings in the cost of annual computer licences, election costs and the cost of civic functions have resulted in a underspend across the service of nearly £30k.

8) A new burdens grant from central government has been received in the year which had not been budgeted for.

## Deputy Chief Executive

	Full Year Budget	Budget	Actual	Savings / (Deficit)	Budget Variance
	£	£	£	£	%
Employees	106,036	79,540	79,298	242	0.3
Premises	0	0	0	0	-
Transport	3,440	2,585	1,458	1,127	43.6
Supplies & Services	4,350	3,766	3,328	438	11.6
Support Services	(113,826)	0	0	0	-

Income	0	0	0	0	-
<b>TOTAL</b>	<b>0</b>	<b>85,891</b>	<b>84,085</b>	<b>1,806</b>	<b>2.1</b>

### Development Services

	Full Year Budget	Budget	Actual	Savings / (Deficit)	Budget Variance	
	£	£	£	£	%	
Employees	1,637,208	1,227,190	1,221,432	5,758	0.5	
Premises	43,230	9,136	10,102	(966)	(10.6)	
Transport	56,072	42,068	36,785	5,283	12.6	
Supplies & Services	165,030	148,286	152,149	(3,863)	(2.6)	
Payments to Third Parties	217,825	169,630	116,439	53,191	31.4	9
Support Services	438,685	0	0	0	-	
Depreciation	20,614	0	0	0	-	
Income	(1,472,081)	(1,074,177)	(818,515)	(255,662)	23.8	10
<b>TOTAL</b>	<b>1,106,583</b>	<b>522,133</b>	<b>718,392</b>	<b>(196,259)</b>	<b>(37.6)</b>	

9) The savings made on payments to third parties are as a result of £21K 2016/17 creditor that wasn't needed and so could be released into this year's budget. In addition, there has been a saving on agency costs relating to planning. This is directly linked to lower income received.

10) Planning income is £266,700 down on what we'd predicted in the budget at Q3. There are some other small income gains that have offset this slightly however it is now highly unlikely that we will meet the full budgeted income for this year.

### Finance and Asset

	Full Year Budget	Budget	Actual	Savings / (Deficit)	Budget Variance	
	£	£	£	£	%	
Employees	2,382,270	1,629,900	1,619,043	10,857	0.7	11
Premises	472,682	393,896	377,776	16,120	4.1	12
Transport	15,142	11,371	7,842	3,529	31.0	
Supplies & Services	474,561	358,830	349,859	8,971	2.5	
Payments to Third Parties	241,680	182,481	186,548	(4,067)	(2.2)	
Support Services	(753,235)	0	0	0	-	
Depreciation	384,530	0	0	0	-	
Income	(1,274,495)	(854,763)	(848,207)	(6,556)	0.8	
<b>TOTAL</b>	<b>1,943,135</b>	<b>1,721,715</b>	<b>1,692,862</b>	<b>28,854</b>	<b>1.7</b>	

11) A number of savings on posts as a result of maternity leave and some employees working reduced hours has resulted in an underspend against budget.

12) A range of small gains at a variety of locations against the costs of business rates, electricity and water has resulted in an underspend.

### One Legal

	Full Year Budget	Budget	Actual	Savings / (Deficit)	Budget Variance	
	£	£	£	£	%	
Employees	1,351,330	947,645	920,273	27,373	2.9	13
Premises	0	0	0	0	-	
Transport	21,575	14,353	10,015	4,338	30.2	
Supplies & Services	83,142	78,663	73,417	5,245	6.7	
Payments to Third Parties	150,460	7,845	2,238	5,607	71.5	
Support Services	(362,170)	0	0	0	-	
Income	(1,244,337)	(179,114)	(175,502)	(3,613)	2.0	
<b>TOTAL</b>	<b>0</b>	<b>869,392</b>	<b>830,441</b>	<b>38,951</b>	<b>4.5</b>	

13) Legal budgets are closely monitored through the JMLG meetings between the three partner organisations of one legal. The only significant variance is on employee costs, which is where extraordinary income has been used to offset employee costs, rather than being shown as a gain on income