

**EXECUTIVE BOARD**  
**26th March 2018**

**COUNCIL'S REVENUE BUDGET MONITORING REPORT**

**Recommendations / key decisions required:**

That the Board receives the Budget Monitoring report and considers the budgetary position.

That Chief Officers and Heads of Service critically review their budgetary positions and implement appropriate actions to deliver their services within their allocated budgets.

**Reasons:**

To provide the Executive Board with an update on the latest budgetary position as at 31st December 2017, in respect of 2017/2018.

Relevant scrutiny committee to be consulted: NA

Exec Board Decision Required                      YES

Council Decision Required                         NO

EXECUTIVE BOARD MEMBER PORTFOLIO HOLDER:- Cllr. David Jenkins

Directorate: Corporate  
Services

Name of Director:  
Chris Moore

Report Author:  
Chris Moore

Designations:

Director of Corporate Services

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**EXECUTIVE SUMMARY**  
**EXECUTIVE BOARD**  
**26th March 2018**

**Council's Revenue Budget Monitoring Report**

The revenue budget monitoring reports for the period to 31<sup>st</sup> December 2017 are attached and indicate that:

**COUNCIL FUND REVENUE ACCOUNT( Appendix A)**

Overall, the monitoring report forecasts an end of year underspend of £479k on the Authority's net revenue budget with an overspend at departmental level of £1,348k.

**Chief Executive's Department**

The Chief Executive Department is anticipating an overspend of £45k for the year.

In relation to the application of Standby and Health & Safety training, proposed savings have yet to be fully achieved £508k. Work is ongoing with the TIC teams in relation to delivering the full efficiencies identified. There is a £41k underspend due to a vacant post in the Chief Executives division.

The Regeneration, Policy and Property Division is anticipating a £98k underspend. This consists of an £40k overspend on a counter terrorism post, £42 overspend on Un Sir Gar due to non achievement of their income target, £108k overspend on income shortfalls in Registrars, Marketing & Media and Policy, an £85k income shortfall in commercial property, and a £39k overspend due to premises maintenance at the Guildhall in Carmarthen. This was offset by a £275k underspend due to staff vacancies. There was also an underspend of £62k on coroners due to the delayed implementation of a pay award until 2018-19 and an underspend on Registration of Electors of £49k due to reduction in the need for canvassers due to a higher percentage of on line responses.

The Admin & Law division is showing a £207k underspend as a result of £144k of vacant posts, a £62k saving on low uptake of members superannuation.

The People Management & Performance Division is expected to underspend by £117k as a result of a net saving on vacant posts during the year.

The ICT division is expecting to break even.

#### Department for Communities

The Department for Communities is forecasting an overspend of £494k for the year.

Services supporting Older People / Physical Disabilities are projecting an overspend of £12k; £356k on Residential Care, £80k on Day Services, £152k on Direct payments offset by -£272k on Domiciliary Care. The Careline service is showing an overspend of £63k due to a reduction in the number of connections provided to other local authorities.

Learning Disabilities / Mental Health is projecting £482k overspend; £113k on Residential Care, £246k on Supported Living / Group Homes and £176k on Day Services.

Staffing vacancies and miscellaneous underspends are -£420k; mainly in the Reablement Service - £204k and Care Management Teams- £220k

Leisure Services are expecting to break even and Housing & Public Protection Services are also predicting a nil variance.

#### Corporate Services

The Corporate Services Department is projecting a £367k underspend for the year

This is as a result of a net underspend on staff vacancies of £352k, a £170k underspend on council tax reduction scheme based on mid year estimates, a £51k reduction in grant audit fees and a £41k underspend on Rent Allowances.

This is offset by an anticipated £51k charge for costs relating to sales of assets and £219k to develop the Hub in Ammanford.

#### Department for Education and Children

The Department for Education and Children is forecasting a net overspend of £516k at year end.

The main adverse budget variations relate to: new school based EVR and redundancy costs £494k; School Modernisation property decommissioning and cost of sales £143k; Special Guardianship Orders within Fostering to keep children with their families £210k; increased number of care proceedings entering the Legal system £158k; additional Out of County educational placements £93k; Out of County Care placements £85k; additional statementing costs within smaller schools £80k; Welsh Language Support contingency £65k and increased staffing costs at Garreglwyd Residential Unit £52k.

These are partially offset by under-spends across the department in: staff vacancies and secondments -£621k, utilisation of grant income to support core spend -£270k and reduced numbers in early years non maintained provision -£97k.

## Environment

The department is anticipating an overspend of £660k for the year.

The Highways and Transport division is projecting a £220k overspend. This is due to a £284k overspend in car parks as a result of the non achievement of income targets and a £37k overspend on school transport following an initial assessment of demand. This is offset by underspends in Passenger transport of £37k due to tender efficiencies, £20k additional income in Civil Design and a £38k underspend in Public rights of way due to vacant posts.

The Waste and Environmental Services division and the Business Support & Performance division are expecting to break even.

The Property Division is expected to overspend by £83k. Building Maintenance is expected to overspend by £201k due to under recovery of surplus target. This is offset by staff vacancies of £37k and an anticipated surplus on Industrial Premises Income of £86k due to high occupancy levels.

The Planning Division is anticipating a £360k overspend. This is due to a decrease in planning applications and the resultant loss of income of £469k which is partly-offset by the release of prior year waste planning report underspend from reserve £16k; a reduction in planning admin expenditure £65k and additional street naming income of £11k and an underspend in staff vacancies of £11k.

## Capital Charges

Reduced borrowing/interest savings

## HOUSING REVENUE ACCOUNT ( Appendix B)

The HRA is predicting a £162k underspend to the year end.

Repairs and maintenance is £384k over budget due to the Servicing element of the budget (£84k) and additional spend on Minor Works (£300k). Minor Works overspend is offset by a reduced requirement for DRF -£300k.

Supervision and Management costs are forecasted to be underspent by -£36k due to savings on staffing costs (-£72k), reduced spend on supplies and services (-£29k) and travelling expenses (-£9k), offset by overspends in premises related expenditure, mainly energy costs (£74k).

Predicted increased costs on central recharges will result in £13k overspend on the budget.

Capital financing charges will be -£22k less than budgeted due to a slight reduction in interest rates and the reduction in borrowing due to underspends predicted on the Capital programme. Reduction in the provision required for debt write-offs, based on arrears levels and age debt analysis to year end of -£193k

Rental income/service charges/other income is forecasted to be -£8k higher due primarily to a small variation in void predictions.

Lists of the main variances are attached to this report.

**DETAILED REPORT ATTACHED?**

**YES**

## IMPLICATIONS

I confirm that other than those implications which have been agreed with the appropriate Directors / Heads of Service and are referred to in detail below, there are no other implications associated with this report :

Signed: **Chris Moore**

**Director of Corporate Services**

Policy, Crime & Disorder and Equalities	Legal	Finance	ICT	Risk Management Issues	Staffing Implications	Physical Assets
<b>NONE</b>	<b>NONE</b>	<b>YES</b>	<b>NONE</b>	<b>NONE</b>	<b>NONE</b>	<b>NONE</b>

### 1. Finance

Council Fund

Overall, the Authority is forecasting an underspend of £479k.

HRA

The HRA is forecasting that it will be £162k under its approved budget.

## CONSULTATIONS

I confirm that the appropriate consultations have taken in place and the outcomes are as detailed below

Signed: **Chris Moore**

**Director of Corporate Services**

**1. Scrutiny Committee – Not applicable**

**2. Local Member(s) – Not applicable**

**3. Community / Town Council – Not applicable**

**4. Relevant Partners – Not applicable**

**5. Staff Side Representatives and other Organisations – Not applicable**

**Section 100D Local Government Act, 1972 – Access to Information**

**List of Background Papers used in the preparation of this report:**

**THESE ARE DETAILED BELOW**

Title of Document	File Ref No.	Locations that the papers are available for public inspection
<b>2017/18 Budget</b>		<b>Corporate Services Department, County Hall, Carmarthen</b>



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[www.sirgar.llyw.cymru](http://www.sirgar.llyw.cymru)

**YOUR COUNCIL doonline**  
[www.carmarthenshire.gov.wales](http://www.carmarthenshire.gov.wales)

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