

Policy & Resources Scrutiny Report
Budget Monitoring as at 31st October 2020 - Detail Monitoring

Division	Working Budget				Forecasted				Oct 2020 Forecasted Variance for Year £'000	Notes	Aug 2020 Forecasted Variance for Year £'000
	Expenditure £'000	Income £'000	Net non- controllable £'000	Net £'000	Expenditure £'000	Income £'000	Net non- controllable £'000	Net £'000			
Chief Executive											
Chief Executive-Chief Officer	260	0	-260	-0	201	0	-260	-59	-59	Savings on supplies and services.	-58
Chief Executive Business Support Unit	608	0	-586	22	796	-280	-586	-70	-92	3 vacant posts - All not being filled in this financial year.	-72
The Guildhall Carmarthen	0	0	9	9	0	0	9	9	0		0
Chief Executive Total	868	0	-837	31	997	-280	-837	-120	-151		-130
People Management											
TIC Team	227	-58	-221	-52	236	-61	-221	-46	6	1 x employee regraded with no funding	9
Agile Working Project	3	0	0	4	3	0	0	4	-0	£57k expenditure anticipated to be met from Development Fund	0
SCWDP	657	-417	1	241	659	-420	1	241	0		-0
Practice Placements	70	-67	0	2	85	-83	0	2	-0		-0
Health & Social Care Induction Training	0	0	0	0	75	-75	0	0	0		0
Business & Projects Support	275	0	-275	-0	234	-0	-275	-41	-41	Savings on supplies and services	-35
Payroll	618	-350	-285	-17	629	-354	-285	-10	6		0
People Services – HR	1,067	-253	-786	28	1,069	-247	-786	36	8		4
Employee Well-being	756	-333	-423	-1	737	-305	-423	9	10	Income target not being met due to: less external work and less 1:1 health screenings taking place due to social distancing leading to a £28k shortfall. Partially offset by a net saving of £18k due to short term vacant posts.	59
Organisational Development	509	-10	-498	1	574	-75	-498	2	1		11
Employee Services – HR/Payroll Support	130	0	-132	-1	163	-1	-132	30	31	£24k graduate not funded, 2 x employees regraded with no funding £8k	26
DBS Checks	124	0	0	124	93	-3	0	90	-34	Review of DBS checks process and budget to be undertaken.	-37
People Management Total	4,437	-1,489	-2,619	329	4,558	-1,624	-2,619	315	-14		37
ICT & Corporate Policy											
Information Technology	4,796	-881	-3,934	-18	5,164	-1,249	-3,934	-19	-1		-1
Welsh Language	165	-10	-153	1	121	-10	-153	-43	-44	Vacant post not currently being filled due to team review being undertaken. Delayed due to Covid-19 but due to be completed by end of 2020/21	-43
Chief Executive-Policy	848	-30	-786	32	722	-30	-786	-94	-126	3 vacant posts not currently being filled due to team review being undertaken. Delayed due to Covid-19 but due to be completed by end of 2020/21	-116
Public Service Bodies	10	0	0	11	10	0	6	16	6		6
Community Safety-Revenue	0	0	6	6	0	0	0	0	-6		-6
Food Procurement Project WG Grant	0	0	0	0	32	-32	0	0	0		0
Armed Forces Covenant Scheme	0	0	0	0	82	-82	0	-0	-0		-0
Armed Forces Veterans Hub	0	0	0	0	79	-79	0	0	0		-0
Armed Forces and Remembrance	5	0	0	5	2	0	0	2	-3		0
Total ICT & Corporate Policy	5,825	-922	-4,867	36	6,213	-1,483	-4,867	-137	-173		-160

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Admin and Law											
Democratic Services	1,850	-260	2,351	3,941	1,734	-289	2,351	3,796	-145	Underspend on Members pay & travelling costs along with an additional £33k income for work undertaken for the Housing Revenue Account.	-142
Democratic Services - Support	494	0	-494	-1	464	-26	-494	-56	-55	Additional income for work undertaken for the Wales pension partnership (£20k), ERW (£5k); £30k supplies and Services underspend;	-41
Corporate Management	0	0	296	296	0	0	296	296	0		0
Civic Ceremonial	23	0	21	44	8	0	21	29	-15	Less civic ceremonial events taking place due to Covid-19.	0
Land Charges	130	-300	20	-150	76	-202	20	-107	43	A reduction in estimated income as result of Covid-19, partially offset by savings on supplies and services and legal costs	57
Legal Services	1,777	-263	-1,511	3	1,675	-243	-1,511	-79	-83	2 FTE vacant posts (£70k), one to be filled shortly but no plan to fill the other two in the current financial year. An additional £10k of income for work undertaken for the Wales Pension Partnership.	-68
Central Mailing	44	0	1	44	46	-2	1	44	0		-0
Admin and Law Total	4,319	-823	682	4,178	4,003	-761	682	3,924	-254		-194
Marketing & Media											
Marketing and Media	501	-285	-213	2	395	-37	-213	145	143	Overspend on salaries pending divisional realignment. Loss of income streams from external partners (eg. ERW £80k). Looking at alternative potential partnership arrangements.	118
Translation	552	-51	-502	-0	428	-35	-502	-108	-108	£20k saving down to staff reducing their hours, £11k on a vacant post, £27k underspend as a result of maternity leave and £13k saving on staff at a lower point on the salary scale than budgeted. Further savings on supplies and services.	-86
Customer Services Centres	1,112	-346	-762	4	1,037	-347	-762	-71	-75	2.5 FTE vacant posts not being filled in current financial year	1
Marketing Tourism Development	351	0	18	369	352	-1	18	369	-0		0
Visitor Information	69	-5	18	82	63	-4	18	78	-4		-2
Events	48	-26	2	24	40	-14	2	28	4		-0
Yr Hwb	187	-92	8	103	36	-36	8	9	-95	Three vacant posts pending divisional realignment but less income anticipated as a result of Covid-19. NNDR relief due to Covid-19 £20k	-65
Total Marketing & Media	2,820	-805	-1,430	585	2,352	-472	-1,430	450	-135		-34

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Statutory Services											
Elections-County Council	9	0	129	138	2	0	129	131	-7		-8
Elections-Parliamentary	0	0	0	0	3	-3	0	0	0		0
Elections-European	0	0	0	0	38	-38	0	-0	-0		-0
Registration Of Electors	166	-2	243	407	276	-112	243	407	0		-0
Registrars	430	-301	192	321	508	-303	192	398	76	£76k increase in Registration Officers hours to catch up on delays in various registrations not able to be undertaken during early months of Covid-19.	77
Coroners	384	0	8	392	321	0	8	329	-63	Following the appointment of medical examiners by the NHS, fewer cases are being referred to the Coroner.	-74
Electoral Services - Staff	287	0	-291	-4	267	-0	-291	-24	-20	Vacant Post during year pending divisional realignment.	-40
Statutory Services Total	1,276	-303	281	1,254	1,415	-455	281	1,240	-14		-45
Regeneration & Property											
Regeneration Management	330	0	38	368	322	0	38	360	-9		-9
Parry Thomas Centre	32	-31	11	11	33	-32	11	12	0		-0
Betws wind farm community fund	87	-87	1	1	86	-86	1	1	-0		-0
Welfare Rights & Citizen's Advice	163	0	2	165	163	0	2	165	0		0
Llanelli Coast Joint Venture	145	-143	5	7	145	-143	5	7	-0		-0
The Beacon	150	-138	52	64	162	-150	52	64	-0		-0
Business Grants	0	0	0	0	0	0	0	0	0	£27 business grants provided from CCC funding to date	-0
BREXIT	0	0	0	0	59	-59	0	0	0		0
Econ Dev-Rural Carmarthen, Ammanford, Town Centres	380	0	4,908	5,288	388	-9	4,908	5,288	-0		0
Econ Dev-Llanelli, C Hands, Coastal, Business, Inf & Ent	442	0	89	530	470	-28	89	530	0		0
Community Development and External Funding	469	0	42	511	469	0	42	511	-0		-0
Coronavirus	0	0	0	0	24	-24	0	-0	-0		-0
COVID-19 - Small Business Rent Relief	0	0	0	0	3	0	0	3	3		6
Food Hubs & Banks - Covid 19	0	0	0	0	247	-247	0	0	0	£99k reimbursement received from WG. £148k draw down from reserves.	0
Shielding Parcels	0	0	0	0	333	-333	0	-0	-0		0
Wellness	25	0	19	44	25	0	19	44	0		-0
City Deal	1,069	-1,123	78	23	1,084	-1,138	78	23	-0		-0
Property	1,241	-67	-1,251	-77	1,169	-67	-1,251	-149	-72	Part year vacant post (£40k). Large underspend on travelling and car hire as well as other supplies and services savings.	-64
Commercial Properties	32	-582	537	-14	54	-516	537	74	88	General loss of income due to properties becoming vacant and no immediate prospect of re-letting.	102

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Provision Markets	581	-651	379	310	560	-580	379	358	49	Ongoing reduction in Lettings income due to market forces impacting rates achievable. Reduction in anticipated overspend due to more Covid-19 related costs being claimable than on previous monitoring.	132
Renewable Energy Fund	0	-51	0	-51	0	-51	0	-51	-0		-0
Net Zero Carbon	75	0	0	75	75	0	0	75	0		1
Operational Depots	326	0	-336	-9	326	0	-336	-10	-0		-3
Administrative Buildings	2,859	-771	-3,084	-995	2,739	-653	-3,084	-998	-2		-2
Industrial Premises	539	-1,520	924	-58	486	-1,495	924	-85	-28	£24k anticipated shortfall in income offset by reduction in premises related costs.	86
County Farms	74	-335	420	159	75	-327	420	168	9		9
Livestock Markets	59	-209	3	-146	48	-54	3	-3	143	Anticipated shortfall in income collected at Nant Y Ci Mart	158
Externally Funded Schemes	3,263	-3,259	370	373	2,711	-2,708	370	374	0		0
Regeneration & Property Total	12,340	-8,967	3,209	6,581	12,254	-8,699	3,209	6,764	182		417
Financial Services											
Corporate Services Management team	485	-63	-422	-0	482	-109	-422	-49	-49	£35k income from Fire Authority SLA and £15k savings on supplies and services	-50
Accountancy	1,697	-459	-1,239	-2	1,595	-466	-1,239	-111	-109	Vacant posts not likely to be filled in the short term. A few staff members currently being paid at the lower points of the scale whilst budgeted at the top.	-113
Treasury and Pension Investment Section	258	-182	-70	7	230	-207	-70	-48	-54	£25k additional income for work undertaken for the Wales Pension Partnership; £29k - part year staff vacancy and three staff members currently at lower points of the salary scale but budgeted at top of scale.	-37
Grants and Technical	310	-109	-218	-17	245	-44	-218	-16	1		-0
Payroll Control	88	0	-88	0	94	0	-88	6	5		3
Payments	531	-76	-457	-2	501	-71	-457	-28	-25	Net £16k part year vacant posts and £9k savings on supplies and services	-35
Pensions	1,272	-1,215	-58	-1	1,247	-1,191	-58	-1	0		0
Wales Pension Partnership	759	-759	0	0	732	-732	0	0	-0		-0
Financial Services Total	5,399	-2,862	-2,552	-16	5,125	-2,820	-2,552	-247	-231		-232

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Revenues & Financial Compliance											
Procurement	548	-34	-551	-37	520	-34	-551	-65	-28	Net effect of 1 vacancy not being filled offset by additional staff costs	-14
Audit	482	-19	-463	0	418	-34	-463	-80	-80	2 vacant posts during the year not to be filled before year end	-80
Risk Management	148	-0	-149	-1	169	-0	-149	19	21	Temporary additional secondment into team	-10
Business Support Unit	81	0	-81	-0	77	0	-81	-5	-4		-3
Corporate Services Training	59	0	-59	-1	33	0	-59	-26	-26	Under utilisation of budget due to current working practices	-26
Local Taxation	934	-741	528	720	820	-755	528	593	-127	A few posts have been vacant during the year to date and are expected to be filled imminently. A number of staff members are currently on lower points of the salary scale but budgeted at the top of scale and 2 staff members have reduced their hours. Additional one off DWP grant to implement the welfare reform changes of £43k has contributed to the underspend.	-131
Housing Benefits Admin	1,645	-752	-877	17	1,369	-841	-877	-349	-365	A few posts have been vacant during the year to date and are expected to be filled imminently. A large number of staff members are currently on lower points of the salary scale but budgeted at the top of scale. Additional one off grants from DWP for additional burdens contributed a net £75k of the underspend.	-299
Revenues	896	-176	-755	-35	848	-129	-755	-36	-0		0
Revenues & Financial Compliance Total	4,793	-1,723	-2,408	662	4,254	-1,794	-2,408	53	-610		-563
Other Services											
Audit Fees	316	-92	4	229	287	-92	4	200	-29	A proportion of audit fees chargeable directly to grants	-29
Bank Charges	67	0	1	68	17	0	1	18	-50	One off refund in year of £43k	-9
Council Tax Reduction Scheme	16,511	0	78	16,589	17,738	-338	78	17,478	889	Significant increase in caseload as a result of Covid-19. Estimated cost is £1.68m greater than 19-20 actual cost. £179k income received from WG for Q1 with an additional £158k expected for Q2	1,047
Rent Allowances	46,923	-47,140	1,495	1,278	44,250	-44,677	1,495	1,069	-209	Efficient recovery of overpayments	-209
Miscellaneous Services	7,187	-120	1,759	8,826	6,894	-38	1,759	8,615	-211	£238k underspend on pre LGR pension costs	-213
Other Services Total	71,004	-47,351	3,337	26,991	69,187	-45,144	3,337	27,381	390		587
TOTAL FOR POLICY & RESOURCES	113,080	-65,245	-7,204	40,631	110,358	-63,532	-7,203	39,622	-1,009		-316