

Policy & Resources Scrutiny Report
Budget Monitoring as at 31st October 2021 - Detail Monitoring

Division	Working Budget				Forecasted				Oct 2021 Forecasted Variance for Year £'000	Notes	Aug 2021 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	237	0	-260	-24	206	0	-260	-54	-30	Savings on supplies & services	-27
Chief Executive Business Support Unit	610	0	-585	25	461	-2	-585	-126	-151	3 vacant posts not anticipating filling this financial year & a staff member on maternity leave, £31k savings on supplies & services	-136
Chief Executive Total	846	0	-845	2	667	-2	-845	-180	-181		-163
People Management											
TIC Team	233	-60	-221	-47	247	-60	-221	-34	13	1 x employee regraded with no funding	13
Agile Working Project	0	0	0	0	64	-64	0	0	0		-0
SCWDP	675	-417	1	259	676	-417	1	259	-0		-0
Practice Placements	67	-67	0	-0	72	-72	0	-0	-0		-1
Health & Social Care Induction Training Pilot	0	0	0	0	95	-95	0	-0	-0		-0
Business & Projects Support	262	0	-275	-14	230	0	-275	-45	-32	Savings on supplies & services	-22
Payroll	634	-357	-285	-8	628	-345	-285	-2	6		-7
People Services – HR	1,073	-268	-786	19	1,063	-252	-786	26	7		4
Employee Well-being	775	-350	-423	2	789	-302	-423	64	62	Shortfall on budgeted external SLA income. Referrals have reduced from pre COVID19 levels.	36
Organisational Development	522	-39	-498	-15	522	-10	-498	14	29	Training efficiency target not currently being met.	13
Employee Services – HR/Payroll Support	134	0	-132	2	165	0	-132	34	32	£16k graduate not funded, 2 x employees regraded with no funding £9k. Additional £7k agency to cover additional work done for Police/ fire pension payments	27
School Staff Absence Scheme	0	0	0	0	243	-243	0	0	0		-0
DBS Checks	124	0	0	124	83	-2	0	81	-43	Review of DBS checks process & budget to be undertaken	-39
People Management Total	4,499	-1,558	-2,619	322	4,876	-1,861	-2,619	396	74		24
ICT & Corporate Policy											
Information Technology	5,139	-899	-3,841	399	5,079	-839	-3,841	399	0		-4
Welsh Language	120	-11	-153	-44	113	-11	-153	-51	-7		-23
Chief Executive-Policy	687	-31	-786	-130	588	-23	-786	-221	-91	3 Vacant posts for most of the year whilst team review was being completed. Restructure now complete resulting in vacant posts going out to advert imminently.	-64
Public Services Board	5	0	0	6	5	-0	0	6	-0		0
Food Procurement Project	0	0	0	0	7	-7	0	0	0		0
Armed Forces Covenant Scheme	0	0	0	0	85	-85	0	0	0		0
Armed Forces and Remembrance	5	0	0	5	5	0	0	5	-1		0
Total ICT & Corporate Policy	5,956	-940	-4,780	235	5,881	-964	-4,780	137	-99		-91

Policy & Resources Scrutiny Report
Budget Monitoring as at 31st October 2021 - Detail Monitoring

Division	Working Budget				Forecasted				Oct 2021 Forecasted Variance for Year £'000	Notes	Aug 2021 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			
Admin and Law											
Democratic Services	1,886	-276	2,372	3,982	1,800	-318	2,372	3,854	-128	Underspend on Members pay £59k & travelling costs £43k, along with an additional £27k of income for work undertaken for the HRA	-122
Democratic Services - Support	506	0	-494	12	454	-35	-494	-75	-87	Additional income for work undertaken for the Wales Pension Partnership (£21k), ERW (£7k) & PCC (£7k); Posts vacant for part of year, expecting to be filled from Jan. There are also savings on supplies & services.	-67
Corporate Management	0	0	296	296	0	0	296	296	0		0
Civic Ceremonial	24	0	21	45	24	0	21	45	-0		0
Land Charges	136	-305	20	-150	91	-281	20	-170	-20	Savings on supplies & services	-33
Police and Crime Commissioner	0	0	0	0	72	-72	0	0	0		0
Legal Services	1,898	-267	-1,511	120	1,857	-259	-1,511	87	-33	2 vacant posts during the year. Expected to be filled imminently.	-21
Central Mailing	45	0	1	45	28	-3	1	25	-20	Saving on franking machine leasing costs	-19
Admin and Law Total	4,495	-849	703	4,349	4,326	-968	703	4,061	-288		-261
Marketing & Media											
Marketing and Media	373	-167	-213	-7	503	-119	-213	171	178	Overspend on salaries pending divisional realignment. Loss of income streams from external partners (e.g. ERW £80k). Looking at alternative potential partnership arrangements	199
Translation	566	-52	-502	13	464	-52	-502	-89	-102	Vacant post pending divisional realignment & number of staff members working reduced hours, savings on supplies & services	-91
Customer Services Centres	1,141	-353	-762	26	933	-350	-762	-179	-205	10 vacant posts during the year, six anticipated to be filled before year end. Difficulty in filling posts currently.	-119
Yr Hwb, Rhydaman a Llanelli	191	-94	8	106	78	-53	8	34	-73	3 vacant posts pending divisional realignment offset partly by less income, due to decreased demand for desk rental space	-61
Marketing Tourism Development	370	0	18	388	465	-95	18	388	0		-0
Visitor Information	61	-5	18	74	60	-5	18	74	-0		0
Events	49	-26	2	25	48	-25	2	25	-0		0
Total Marketing & Media	2,751	-696	-1,430	625	2,551	-698	-1,430	423	-201		-71
Statutory Services											
Elections-County Council	9	0	129	138	3	0	129	132	-6		-7
Elections-Community Council	0	0	0	0	10	-10	0	-0	-0		-0
Elections - Police and Crime Commissioner	0	0	0	0	289	-289	0	-0	-0		0
Elections-Welsh Government	0	0	0	0	146	-146	0	0	0		0
Registration Of Electors	170	-2	243	410	249	-94	243	398	-12	Savings on supplies & services	7
Registrars	441	-307	192	326	522	-419	192	295	-32	Additional income being generated compared to budget.	-35
Coroners	372	0	8	380	357	0	8	365	-15	Following the appointment of medical examiners by the NHS, fewer cases are being referred to the Coroner leading to less direct and indirect costs. This is partly offset by additional costs as a result of a jury inquest during the year.	36
Electoral Services - Staff	294	0	-291	3	238	0	-291	-53	-56	2 Vacant posts pending divisional realignment	-33
Statutory Services Total	1,286	-310	281	1,258	1,814	-958	281	1,137	-121		-31

Policy & Resources Scrutiny Report
Budget Monitoring as at 31st October 2021 - Detail Monitoring

Division	Working Budget				Forecasted				Oct 2021 Forecasted Variance for Year £'000	Notes	Aug 2021 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			
Regeneration & Property											
Regeneration Management	295	0	38	333	293	0	38	331	-2		-2
Parry Thomas Centre	32	-32	11	11	33	-33	11	11	0		-0
Betws wind farm community fund	87	-87	1	1	86	-87	1	1	-0		-0
Welfare Rights & Citizen's Advice	166	0	2	168	167	0	2	168	0		0
Llanelli Coast Joint Venture	150	-150	5	5	150	-150	5	5	-0		-0
The Beacon	154	-141	50	64	175	-161	50	64	0		-0
Business Grants	0	0	0	0	22	-22	0	0	0		0
Support Programme	0	0	0	0	16	-16	0	0	0		0
BREXIT	0	0	0	0	48	-48	0	0	0		0
Econ Dev-Rural Carmarthen, Ammanford, Town Centres	389	0	7,988	8,377	389	0	7,988	8,377	0		0
Econ Dev-Llanelli, C Hands, Coastal,Business, Inf & Ent	452	0	89	541	452	0	89	541	-0		-0
Community Development and External Funding	521	0	89	610	521	0	89	610	-0		-0
Coronavirus	0	0	0	0	6	-6	0	0	0		0
Food Hubs & Banks - Covid 19	0	0	0	0	91	-91	0	0	0		0
Kickstart DWP Employment Scheme	0	0	0	0	700	-699	0	0	0		-0
Cockle Harvesters	0	0	0	0	70	-70	0	0	0		0
Wellness	25	0	19	44	25	0	19	44	0		-0
City Deal	0	0	24	24	0	0	24	24	0		-0
Property	1,156	-88	-1,251	-183	1,041	-8	-1,251	-218	-35	Vacant posts due to be filled imminently, this partially offsets a shortfall in external income generated.	-12
Commercial Properties	33	-594	537	-25	66	-494	537	109	133	General loss of income due to properties becoming vacant & no immediate prospect of re-letting	152
Provision Markets	596	-660	373	309	566	-515	373	424	115	General downturn in demand for stalls & consequent reduction in achievable rents. Partially offset by COVID19 income claim from WG for losses specifically attributable to COVID19.	128
Operational Depots	337	0	-324	13	342	-0	-324	19	5		0
Administrative Buildings	3,324	-777	-3,129	-582	3,162	-691	-3,129	-658	-76	Additional essential maintenance planned during the year. Offset by savings on utilities, as staff continue to work from home	-84
Industrial Premises	485	-1,482	899	-98	358	-1,422	899	-165	-67	Occupancy levels are still high despite the pandemic	-81
County Farms	76	-342	425	158	73	-315	425	183	24	Market forces dictate rent/ lease achievable.	14
Livestock Markets	61	-213	3	-149	57	-38	3	22	171	Majority of overspend relates to Nant Y Ci. No rental income for 24 months for Nant Y Ci as per the terms of the new agreement. Additional premises maintenance costs to obtain animal health and farm assurance licences.	137
Externally Funded Schemes	5,631	-5,628	323	326	3,365	-3,361	323	326	-0		
Regeneration & Property Total	13,970	-10,193	6,173	9,950	12,273	-8,227	6,173	10,218	268		251

Policy & Resources Scrutiny Report
Budget Monitoring as at 31st October 2021 - Detail Monitoring

Division	Working Budget				Forecasted				Oct 2021 Forecasted Variance for Year £'000	Notes	Aug 2021 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			
Financial Services											
Corporate Services Management Team	489	-129	-422	-62	531	-169	-422	-59	2		-12
Accountancy	1,748	-467	-1,253	28	1,736	-465	-1,253	18	-10	£34k part year net vacancies, due to be filled during the year, offset by overspends on consultant, software and subscriptions,	-26
Treasury and Pension Investment Section	265	-195	-70	0	228	-212	-70	-54	-54	£34k part year vacancies, due to be filled during the year. £20k external SLA income from the WPP and other smaller underspends	-38
Grants and Technical	343	-111	-218	14	296	-56	-218	22	8		-11
Payroll Control	91	0	-88	3	94	0	-88	6	3		3
Payments	557	-77	-457	23	500	-74	-457	-32	-55	£36k part year vacancies, due to be filled during the year. £19k savings on supplies and services	-38
Pensions	1,378	-1,314	-58	6	1,297	-1,233	-58	6	-0		0
Audit Fees	322	-93	4	233	281	-93	4	192	-42	A proportion of audit fees are chargeable directly to grants	-40
Bank Charges	68	0	1	69	58	0	1	59	-11	Charges reduced since introduction of new contract	-19
Wales Pension Partnership	84	-84	0	0	65	-65	0	0	0		0
Miscellaneous Services	8,230	-122	1,705	9,813	7,812	-63	1,705	9,453	-359	£346k underspend on pre LGR pension costs, £13k underspend on Treasury Management costs	-335
Financial Services Total	13,576	-2,592	-856	10,128	12,898	-2,430	-856	9,611	-517		-517
Revenues & Financial Compliance											
Procurement	611	-35	-551	26	533	-35	-551	-53	-79	£79k part year vacancies, due to be filled during the year.	-47
Audit	487	-19	-463	5	432	-35	-463	-66	-70	£34k part year vacancies, £21k saving on supplies and services along with £15k additional income over budget from SLA income	-26
Risk Management	152	-0	-149	2	155	-0	-149	6	4		9
Business Support Unit	142	0	-81	61	108	0	-81	27	-34	£29k part year vacancy, due to be filled during the year along with £5k savings on supplies and services	-24
Corporate Services Training	60	0	-59	1	35	0	-59	-25	-25	Low uptake of training courses during year	-9
Local Taxation	945	-763	528	709	957	-776	528	709	0		-8
Council Tax Reduction Scheme	16,828	0	78	16,906	17,400	0	78	17,478	572	Increased demand since COVID19. WG contribution received for the shortfall in 2020/21, but no confirmation to date whether that will be replicated in 2021/22	572
Rent Allowances	41,323	-41,540	1,495	1,278	40,961	-41,472	1,495	985	-294	Predicted underspend based on anticipated payments due, anticipated reimbursement from DWP and recovery of overpayments.	-294
Rates Relief	328	0	5	333	195	0	5	200	-133	Low take-up anticipated in 2021/22	-133

Policy & Resources Scrutiny Report
Budget Monitoring as at 31st October 2021 - Detail Monitoring

Division	Working Budget				Forecasted				Oct 2021 Forecasted Variance for Year £'000	Notes	Aug 2021 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			
Housing Benefits Admin	1,684	-752	-877	55	1,279	-663	-877	-261	-316	A number of posts have been vacant during the year to date. Some of these will now not be filled until the new financial year. A large number of staff members are also currently on lower points of the salary scale but budgeted at the top of scale. This amounts to a saving of £403k. A £15k saving on supplies and services costs is also anticipated. This is offset by the ongoing annual reduction in admin grant received from DWP.	-173
Revenues	943	-136	-755	52	940	-132	-755	52	0		-0
Revenues & Financial Compliance Total	63,504	-43,246	-830	19,428	62,996	-43,113	-830	19,053	-375		-133
TOTAL FOR POLICY & RESOURCES	110,882	-60,383	-4,203	46,296	108,281	-59,222	-4,203	44,856	-1,440		-993