

Corporate Performance & Resources Scrutiny Report
Budget Monitoring as at 28th February 2023 - Detail Monitoring

Division	Working Budget				Forecasted				Feb 2023 Forecasted Variance for Year £'000	Notes	Dec 2022 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	240	0	-260	-20	208	0	-260	-52	-33	Savings on supplies & services	-26
Chief Executive Business Support Unit	618	0	-585	34	516	-4	-585	-73	-107	3 staff on secondment, no commitment to year end.	-104
Chief Executive Total	859	0	-845	14	723	-4	-845	-125	-139		-131
People Management											
TIC Team	242	-61	-221	-40	214	-61	-221	-68	-28	3 vacant posts during year. One currently vacant, not expected to be filled until new financial year	-22
Agile Working Project	0	0	0	0	66	0	0	66	66	Unfunded post	66
Social Care Workforce Development Programme	724	-417	1	308	790	-507	1	284	-24	Some planned training courses will not take place before the end of the financial year.	-0
Practice Placements	68	-67	0	1	90	-89	0	1	0		0
Health & Social Care Induction Training Pilot	0	0	0	0	5	-5	0	0	0		0
Business & Projects Support	255	0	-275	-21	252	0	-275	-23	-3		2
Payroll	872	-365	-285	221	917	-354	-285	277	56	Past year staffing efficiencies (£79k) not being met. Partially offset by vacancies during the year.	66
People Services – HR	964	-275	-786	-97	1,075	-324	-786	-35	62	Temporary additional resource to deal with increased recruitment along with past year efficiencies (£48k) not being met.	60
Employee Well-being	815	-359	-423	33	790	-332	-423	35	1		-5
Organisational Development	468	-40	-498	-69	517	-7	-498	12	81	Training efficiency target not currently being met (£33k). Investors in people assessment one off costs of (£26k), Unfunded Welsh Language post previously funded from Risk Management fund.	74
Employee Services – HR/Payroll Support	142	0	-132	11	149	0	-132	18	7		10
School Staff Absence Scheme	0	0	0	0	451	-451	0	0	0		0
DBS Checks	137	0	0	137	113	-5	0	107	-29	Review of DBS checks process & budget to be undertaken	-29
People Management Total	4,687	-1,585	-2,619	484	5,429	-2,136	-2,619	674	190		223
ICT & Corporate Policy											
Information Technology	5,643	-921	-3,846	876	5,710	-989	-3,846	876	-0		-0
Welsh Language	125	-11	-153	-39	114	-11	-153	-50	-11	Underspend on projects and activities during the year	-9
Chief Executive-Policy	722	-32	-786	-96	667	-39	-786	-158	-63	Vacant posts in early part of year now filled with the exception of one, not due to be filled until next financial year (£48k). One off income for work undertaken by WLGA (£7k); Underspend on Supplies and Services (£8k).	-41
Public Services Board	6	0	0	6	6	0	0	6	0		-0
Armed Forces Covenant Scheme	0	0	0	0	51	-51	0	-0	-0		0
Armed Forces Veterans Hub	0	0	0	0	10	-10	0	0	0		0
Armed Forces and Remembrance	5	0	0	5	3	0	0	3	-2		-2
Total ICT & Corporate Policy	6,500	-964	-4,785	752	6,561	-1,100	-4,785	677	-75		-51

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Admin and Law											
Democratic Services	2,133	-290	2,372	4,216	1,972	-315	2,372	4,029	-187	Underspend on members pay and allowances (£147k), travelling costs (£15k), along with an additional (£25k) of income for work undertaken for the HRA.	-189
Democratic Services - Support	526	0	-494	32	522	-30	-494	-2	-34	Additional income for work undertaken by PCC (£8k), savings on vacant post that won't be filled until 2023/24 (£25k).	-45
Corporate Management	0	0	296	296	0	0	296	296	0		0
Civic Ceremonial	25	0	21	45	20	0	21	41	-4		-3
Land Charges	103	-275	20	-152	134	-245	20	-92	60	Shortfall in income due to low demand for searches	48
Police and Crime Commissioner	0	0	0	0	16	-16	0	-0	-0		-0
Legal Services	2,092	-273	-1,511	307	2,033	-259	-1,511	263	-45	Vacancies in early part of the year now filled. Additional 3 current vacancies estimated to be filled from April.	-64
Central Mailing	46	0	1	47	27	-2	1	26	-21	Saving on franking machine leasing costs	-23
Admin and Law Total	4,926	-838	703	4,791	4,724	-867	703	4,560	-231		-277
Marketing & Media											
Marketing and Media	409	-171	-213	25	402	-25	-213	163	138	Overspend on salaries pending divisional realignment. Loss of income streams from external partners (e.g. ERW £80k).	158
Translation	595	-53	-502	40	490	-60	-502	-72	-113	2 vacant posts pending divisional realignment & number of staff working reduced hours, savings on supplies & services.	-120
Customer Services Centres	1,203	-362	-762	79	1,016	-358	-762	-104	-183	Part year vacancies in Contact Centre and Hwbs. Constantly out to advert due to difficulty in filling posts.	-203
Yr Hwb, Rhydaman a Llanelli	174	-96	8	87	71	-53	8	27	-60	2 vacant posts pending divisional realignment, offset partly by less income from decreased demand for desk rent space.	-58
Marketing Tourism Development	405	-5	37	436	368	-5	37	399	-37	Underspend on vacant posts pending divisional realignment	-41
Events	40	-26	2	16	41	-26	2	16	0		-0
Total Marketing & Media	2,826	-713	-1,430	683	2,388	-528	-1,430	430	-254		-265
Statutory Services											
Elections-County Council	110	0	129	238	110	0	129	238	-0		-0
Elections-Community Council	0	0	0	0	17	-17	0	-0	-0		-0
Registration Of Electors	176	-3	243	416	163	-3	243	403	-13	Underspend on supplies and services	0
Registrars	525	-343	192	374	585	-482	192	295	-79	Increase in anticipated income due to large number of ceremonies taking place	-55
Coroners	369	0	8	377	437	0	8	445	68	One off inquest cost of (£36k). Large increase in volume in last quarter on post-mortem fees (£17k overspend), and undertaker fees (£22k overspend). These are offset by smaller underspends on supplies and services.	-9
Electoral Services - Staff	265	0	-291	-26	234	0	-291	-57	-31	1 post currently vacant, not expected to be filled until the new financial year.	-29
Statutory Services Total	1,444	-346	281	1,380	1,547	-503	281	1,324	-56		-93

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Regeneration & Property											
Regeneration Management	308	0	38	346	341	0	38	379	33	Overspend due to cessation in staff time recharged to projects	33
Parry Thomas Centre	37	-37	11	11	37	-37	11	11	-0		-0
Betws wind farm community fund	87	-87	1	1	86	-86	1	1	0		0
Welfare Rights & Citizen's Advice	161	0	2	162	161	0	2	162	0		0
Llanelli Coast Joint Venture	150	-150	5	5	111	-111	5	5	-0		0
Business Grants	0	0	0	0	319	-319	0	-0	-0		-0
Econ Dev-Rural Carmarthen, Ammanford, Town Centres	405	0	6,307	6,712	405	0	6,307	6,712	0		0
Econ Dev-Llanelli, C Hands, Coastal, Business, Inf & Ent	470	0	89	558	470	0	89	558	0		0
Community Development and External Funding	545	0	89	635	543	-1	89	632	-3		-3
Food Banks	0	0	0	0	3	0	0	3	3		3
Kickstart	0	0	0	0	131	-131	0	0	0		0
Transforming Towns Business Fund	0	0	0	0	23	-23	0	-0	-0		-0
Wellness	275	0	19	294	275	0	19	294	0		0
Swansea Bay City Deal	0	0	24	24	0	0	24	24	0		-0
Property	1,195	-91	-1,251	-146	1,025	-25	-1,251	-250	-104	4 posts currently vacant that will not be filled until next financial year. These vacancies and an underspend on supplies and services are covering a shortfall on income generated from external work undertaken.	-88
Commercial Properties	34	-463	537	108	101	-617	537	21	-86	High occupancy rates during year	-13
Provision Markets	623	-556	376	443	597	-517	376	456	13	Net shortfall in income across the portfolio due to low occupancy rates. Partially offset by underspends on premises and supplies and services costs.	33
Asset Sales	20	0	0	20	25	-5	0	20	-0		0
Operational Depots	356	0	-326	30	342	0	-326	16	-14	Underspend on various premises related costs	-28
Administrative Buildings	3,399	-796	-3,111	-508	3,418	-816	-3,111	-508	-0		-6
Industrial Premises	494	-1,519	940	-85	488	-1,591	940	-163	-78	High occupancy levels currently	-62
The Beacon	164	-144	50	70	157	-137	50	70	0		0
County Farms	79	-351	428	156	115	-321	428	222	66	Income target not met due to current economic climate as no scope to increase tenancy agreements at the moment (£34k). Additional property maintenance works undertaken £32k.	50
Livestock Markets	62	-114	3	-48	22	-91	3	-65	-17	One off additional income from Newcastle Emlyn Mart.	-4
Externally Funded Schemes	9,016	-9,013	323	327	8,828	-8,830	323	321	-6		-6
Regeneration & Property Total	17,878	-13,320	4,555	9,114	18,023	-13,658	4,555	8,920	-193		-89

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Financial Services											
Corporate Services Management Team	510	-142	-422	-54	541	-172	-422	-54	0		0
Accountancy	1,877	-478	-1,253	146	1,896	-466	-1,253	177	31	Additional Accountancy support costs	40
Treasury and Pension Investment Section	277	-200	-70	7	242	-187	-70	-16	-23	Additional income for work undertaken for Wales Pension Partnership £18k, along with other smaller underspends on supplies and services	-51
Grants and Technical	357	-114	-218	25	275	-50	-218	7	-18	Staff vacancy during year	-15
Payroll Control	97	0	-88	9	102	0	-88	14	5		4
Systems and Accounts Payable	581	-79	-457	44	546	-78	-457	11	-34	6 Vacant posts during the year. 2 currently vacant.	-34
Pensions	1,555	-1,469	-58	28	1,332	-1,246	-58	28	-0		-0
Audit Fees	325	-96	4	234	301	-96	4	209	-24	A proportion of audit fees are chargeable directly to grants	-24
Bank Charges	66	0	1	67	54	0	1	55	-12	Reduced costs following new bank contract	-13
Wales Pension Partnership	88	-86	0	3	68	-65	0	3	0		0
Miscellaneous Services	6,719	-125	1,698	8,292	6,283	-41	1,698	7,939	-353	£335k underspend on pre LGR pension costs along with a £18k underspend on Treasury Management expenses.	-350
Financial Services Total	12,453	-2,788	-863	8,801	11,640	-2,402	-863	8,374	-427		-444
Revenues & Financial Compliance											
Procurement	638	-36	-551	51	576	-36	-551	-11	-62	Savings from staff member working reduced hours, maternity leave and a number of posts currently at lowest point on the salary scale	-61
Audit	511	-20	-463	27	460	-40	-463	-43	-71	3 posts currently vacant, that will not be filled until the new financial year £35k; Additional SLA income from Fire Service and Delta £20k; £16k underspend on supplies and services	-68
Risk Management	158	-1	-149	9	132	-1	-149	-17	-26	Staff member working reduced hours along with one off income generated.	-17
Business Support Unit	149	0	-81	68	141	0	-81	60	-8	2 staff members on lowest points of the scale	-8
Corporate Services Training	62	0	-59	3	13	0	-59	-47	-50	Less planned training during the year	-31
Cost of Living Grant - Discretionary	0	0	0	0	958	-958		0	0		0
Local Taxation	986	-763	528	750	1,014	-842	528	699	-50	Savings on 4 vacant posts to date this year. Three are still currently vacant and not going to be filled during this financial year. Some Agency cover has been used during the year following failure to recruit to these posts.	-52
Council Tax Reduction Scheme	17,249	0	78	17,327	16,873	0	78	16,951	-376	Underspend based on latest demand figures.	-349
Rent Allowances	41,323	-41,540	1,495	1,278	37,206	-37,289	1,495	1,412	134	Projections on expenditure based on 2021/22 claims	134
Rates Relief	289	0	5	294	205	0	5	210	-84	Low take-up anticipated in 2022/23. Based on current demand.	-84
Housing Benefits Admin	1,702	-753	-877	72	1,402	-632	-877	-107	-178	DWP Housing Benefit Admin grant received is £212k less than budget. There is a net £288k underspend on pay costs, due to 12 current vacant posts that will not be filled until the new financial year. These vacancies are offset by the cost of agency staff who have been covering some of these posts due to difficulties in recruiting replacements. We have also received £91k of additional one off grants from DWP during the year to complete specific projects, along with smaller underspends on supplies and services.	-155

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Revenues	1,033	-139	-755	138	1,124	-136	-755	233	95	£82k increase in bank charges over budget due to increased number of card payments. £77k one off essential software upgrade. Offset by short term vacant posts that are being covered by agency following failure to recruit, along with 4 current vacant posts, which will not be filled until next financial year.	114
Revenues & Financial Compliance Total	64,099	-43,252	-830	20,018	60,105	-39,934	-830	19,341	-677		-578
TOTAL FOR CORPORATE PERFORMANCE & RESOURCES	115,673	-63,804	-5,832	46,037	111,139	-61,132	-5,832	44,175	-1,862		-1,705