

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

Division	Working Budget				Forecasted				Dec 2020 Forecasted Variance for Year £'000	Notes	Oct 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			
<b>Chief Executive</b>											
Chief Executive-Chief Officer	260	0	-260	-0	201	0	-260	-59	-59	Savings on supplies and services.	-59
Chief Executive Business Support Unit	608	0	-586	22	796	-284	-586	-74	-96	3 vacant posts - All not being filled in this financial year.	-92
The Guildhall Carmarthen	0	0	9	9	0	0	9	9	0		0
<b>Chief Executive Total</b>	<b>868</b>	<b>0</b>	<b>-837</b>	<b>31</b>	<b>997</b>	<b>-284</b>	<b>-837</b>	<b>-124</b>	<b>-155</b>		<b>-151</b>
<b>People Management</b>											
TIC Team	227	-58	-221	-52	236	-61	-221	-46	6	1 x employee regraded with no funding	6
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	82	-80	0	2	0		-0
Health & Social Care Induction Training Pilots	0	0	0	0	67	-67	0	-0	-0		0
Business & Projects Support	275	0	-275	-0	238	-0	-275	-38	-38	Savings on supplies and services	-41
Payroll	618	-350	-285	-17	613	-352	-285	-24	-7		6
People Services – HR	1,067	-253	-786	28	1,062	-247	-786	30	1		8
Employee Well-being	756	-333	-423	-1	727	-311	-423	-7	-7		10
Organisational Development	509	-10	-498	1	554	-55	-498	1	-0		1
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	31
DBS Checks	124	0	0	124	92	-2	0	90	-34	Review of DBS checks process and budget to be undertaken.	-34
<b>People Management Total</b>	<b>4,437</b>	<b>-1,489</b>	<b>-2,619</b>	<b>329</b>	<b>4,497</b>	<b>-1,596</b>	<b>-2,619</b>	<b>282</b>	<b>-47</b>		<b>-14</b>
<b>ICT &amp; Corporate Policy</b>											
Information Technology	4,796	-881	-3,934	-18	5,123	-1,208	-3,934	-19	-0		-1
Welsh Language	165	-10	-153	1	114	-10	-153	-50	-51	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	-44
Chief Executive-Policy	848	-30	-786	32	723	-28	-786	-92	-123	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	-126
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	100	-100	0	0	92	-92	0	0	0		0
Armed Forces Covenant Scheme	0	0	0	0	50	-50	0	-0	-0		-0
Armed Forces Veterans Hub	0	0	0	0	49	-49	0	0	0		0
Armed Forces and Remembrance	5	0	0	5	3	0	0	3	-2		-3
<b>Total ICT &amp; Corporate Policy</b>	<b>5,925</b>	<b>-1,022</b>	<b>-4,867</b>	<b>36</b>	<b>6,163</b>	<b>-1,437</b>	<b>-4,867</b>	<b>-141</b>	<b>-176</b>		<b>-173</b>

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<b>Admin and Law</b>											
Democratic Services	1,850	-260	2,351	3,941	1,729	-289	2,351	3,792	-149	Underspend on Members pay & travelling costs along with an additional £33k income for work undertaken for the Housing Revenue Account.	-145
Democratic Services - Support	494	0	-494	-1	465	-26	-494	-55	-54	Additional income for work undertaken for the Wales Pension Partnership (£20k), ERW (£5k); £29k supplies and Services underspend;	-55
Corporate Management	0	0	296	296	0	0	296	296	0		0
Civic Ceremonial	23	0	21	44	13	0	21	34	-10	Less civic ceremonial events taking place due to Covid-19.	-15
Land Charges	130	-300	20	-150	75	-212	20	-117	33	A reduction in estimated income as result of Covid-19, partially offset by savings on supplies and services and legal costs. A claim for the Covid-19 income loss for quarters 1 to 3 (£20k) has been submitted to WG, but has been excluded from this return until a final decision on it's eligibility has been made.	43
Police and Crime Commissioner	0	0	0	0	72	-72	0	-0	-0		0
Legal Services	1,777	-263	-1,511	3	1,727	-247	-1,511	-30	-33	2 FTE vacant posts during the year. 1 of which has recently been filled.	-83
Central Mailing	44	0	1	44	45	-1	1	44	-0		0
<b>Admin and Law Total</b>	<b>4,319</b>	<b>-823</b>	<b>682</b>	<b>4,178</b>	<b>4,128</b>	<b>-846</b>	<b>682</b>	<b>3,964</b>	<b>-214</b>		<b>-254</b>
<b>Marketing &amp; Media</b>											
Marketing and Media	501	-285	-213	2	407	-43	-213	151	148	Overspend on salaries pending divisional realignment. Loss of income streams from external partners (e.g. ERW £80k). Looking at alternative potential partnership arrangements.	143
Translation	552	-51	-502	-0	427	-35	-502	-110	-110	£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.	-108
Customer Services Centres	1,112	-346	-762	4	1,059	-347	-762	-50	-53	2.5 FTE vacant posts for most of the financial year. In the process of being filled.	-75
Yr Hwb, Rhydaman a Llanelli	187	-92	8	103	38	-44	8	2	-101	Three vacant posts pending divisional realignment offset in part by less income anticipated as a result of Covid-19. NNDR relief due to Covid-19 of £20k.	-95
Marketing Tourism Development	351	0	18	369	355	-4	18	369	-0		0
Visitor Information	69	-5	18	82	67	-4	18	82	-0		-4
Events	48	-26	2	24	40	-18	2	24	0		4
<b>Total Marketing &amp; Media</b>	<b>2,820</b>	<b>-805</b>	<b>-1,430</b>	<b>585</b>	<b>2,393</b>	<b>-494</b>	<b>-1,430</b>	<b>469</b>	<b>-116</b>		<b>-135</b>

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<b>Statutory Services</b>											
Elections-County Council	9	0	129	138	2	0	129	131	-7		-7
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	278	-114	243	407	-0		0
Registrars	430	-301	192	321	484	-246	192	430	109	A claim for the lost income due to Covid-19 of £96k has been submitted to WG, but has been excluded from this return until a final decision on it's eligibility has been made.	76
Coroners	384	0	8	392	307	0	8	315	-77	Following the appointment of medical examiners by the NHS, fewer cases are being referred to the Coroner.	-63
Electoral Services - Staff	287	0	-291	-4	260	-0	-291	-31	-27	Vacant Post during year pending divisional realignment.	-20
<b>Statutory Services Total</b>	<b>1,276</b>	<b>-303</b>	<b>281</b>	<b>1,254</b>	<b>1,372</b>	<b>-401</b>	<b>281</b>	<b>1,253</b>	<b>-1</b>		<b>-14</b>
<b>Regeneration &amp; Property</b>											
Regeneration Management	330	0	38	368	322	0	38	360	-9		-9
Parry Thomas Centre	32	-31	11	11	35	-34	11	12	0		0
Betws wind farm community fund	87	-87	1	1	85	-85	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	153	-140	52	64	-0		-0
Business Grants	0	0	0	0	0	0	0	0	0	£27k 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	447	-5	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		3
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	256	-256	0	-0	-0		-0
Wellness	25	0	19	44	25	0	19	45	0		0
City Deal	105	-159	77	23	104	-159	77	23	-0		-0
Property	1,241	-67	-1,251	-77	1,151	-16	-1,251	-115	-38	Part year vacant post and part year maternity leave. Reduced from October underspend as income committed will now not be realised.	-72
Commercial Properties	32	-582	537	-14	56	-520	537	72	86	General loss of income due to properties becoming vacant and no immediate prospect of re-letting.	88

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Provision Markets	581	-651	379	310	525	-513	379	391	81	Ongoing reduction in Lettings income due to market forces impacting rates achievable. This has been exaggerated by the Covid-19 situation and subsequent loss of casual lettings likely to continue to the end of the financial year.	49
Renewable Energy Fund	0	-51	0	-51	0	-51	0	-51	-0		-0
Net Zero Carbon Plan	125	0	0	125	125	0	0	125	-0		0
Operational Depots	326	0	-336	-9	322	0	-336	-14	-4		-0
Administrative Buildings	2,859	-771	-3,084	-995	2,620	-662	-3,084	-1,126	-130	Savings on Utilities due to working from home along with a one off NNDR rebate of £55k	-2
Industrial Premises	539	-1,520	924	-58	427	-1,530	924	-179	-122	Large reduction in premises related expenditure as anticipated highways work of £30k, signage works of £10k and various other works will not take place in the year due to Covid-19. Occupancy levels are still high despite the pandemic, and far fewer hardship claims for rent holidays in quarter 2 materialised than was originally anticipated.	-28
County Farms	74	-335	420	159	75	-328	420	168	9		9
Livestock Markets	59	-209	3	-146	40	-58	3	-15	131	Anticipated shortfall in income collected at Nant Y Ci Mart	143
Externally Funded Schemes	3,787	-3,783	370	373	1,444	-1,441	370	373	0		0
<b>Regeneration &amp; Property Total</b>	<b>11,949</b>	<b>-8,527</b>	<b>3,208</b>	<b>6,631</b>	<b>9,710</b>	<b>-6,279</b>	<b>3,208</b>	<b>6,639</b>	<b>8</b>		<b>182</b>
<b>Financial Services</b>											
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	-49
Accountancy	1,697	-459	-1,239	-2	1,577	-466	-1,239	-128	-127	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.	-109
Treasury and Pension Investment Section	258	-191	-70	-3	227	-207	-70	-51	-48	£25k additional income for work undertaken for the Wales Pension Partnership; £23k - part year staff vacancy and three staff members currently at lower points of the salary scale but budgeted at top of scale.	-54
Grants and Technical	319	-109	-218	-8	242	-44	-218	-20	-12	1 vacant FTE (£39k) offset by shortfall in income recovery on grants.	1
Payroll Control	88	0	-88	0	95	0	-88	7	7		5
Payments	531	-76	-457	-2	500	-72	-457	-29	-27	Net £17k part year vacant posts and £10k savings on supplies and services	-25
Pensions	1,272	-1,215	-58	-1	1,247	-1,190	-58	-1	0		0
Wales Pension Partnership	759	-759	0	0	732	-732	0	0	-0		-0
<b>Financial Services Total</b>	<b>5,408</b>	<b>-2,872</b>	<b>-2,552</b>	<b>-16</b>	<b>5,102</b>	<b>-2,820</b>	<b>-2,552</b>	<b>-271</b>	<b>-255</b>		<b>-231</b>

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<b>Revenues &amp; Financial Compliance</b>											
Procurement	548	-34	-551	-37	509	-34	-551	-75	-38	Net effect of 1 vacancy not being filled offset by additional staff costs	-28
Audit	482	-19	-463	0	402	-36	-463	-97	-97	2 vacant posts during the year not to be filled before year end	-80
Risk Management	148	-0	-149	-1	168	-0	-149	19	21	Temporary additional secondment into team	21
Business Support Unit	81	0	-81	-0	76	0	-81	-5	-5		-4
Corporate Services Training	59	0	-59	-1	15	-0	-59	-44	-44	Under utilisation of budget due to current working practices	-26
Local Taxation	939	-741	528	725	808	-802	528	533	-192	A shortfall of £174k in debts recovered through the courts due to Covid-19, is offset by £120k underspend due to vacant posts during the year (some of these posts will be filled before year end), along with various additional one off admin grants. Increased underspend due to savings on supplies and services and vacant posts unlikely to be filled in the current financial year.	-127
Housing Benefits Admin	1,639	-752	-877	10	1,357	-684	-877	-204	-214	A few posts have been vacant during the year to date and only some are expected to be filled before year end. 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.	-365
Revenues	898	-176	-755	-34	850	-129	-755	-34	0		-0
<b>Revenues &amp; Financial Compliance Total</b>	<b>4,793</b>	<b>-1,723</b>	<b>-2,408</b>	<b>662</b>	<b>4,185</b>	<b>-1,684</b>	<b>-2,408</b>	<b>93</b>	<b>-569</b>		<b>-610</b>
<b>Other Services</b>											
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	-50
Council Tax Reduction Scheme	16,511	0	78	16,589	17,498	-337	78	17,239	650	Significant increase in caseload as a result of Covid-19. Reduction since previous estimate due to confirmed continued funding from WG	889
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	7,137	-120	1,759	8,776	7,555	-38	1,759	9,276	500	£250k underspend on pre LGR pension costs, offset by forecast net increase of £750k in council tax bad debt allowance (WG funding but shortfall expected)	-211
<b>Other Services Total</b>	<b>70,954</b>	<b>-47,351</b>	<b>3,337</b>	<b>26,941</b>	<b>69,608</b>	<b>-45,143</b>	<b>3,337</b>	<b>27,802</b>	<b>862</b>		<b>390</b>
<b>TOTAL FOR POLICY &amp; RESOURCES</b>	<b>112,749</b>	<b>-64,914</b>	<b>-7,204</b>	<b>40,631</b>	<b>108,156</b>	<b>-60,986</b>	<b>-7,204</b>	<b>39,967</b>	<b>-664</b>		<b>-1,009</b>