

SOUTH CAMBRIDGESHIRE DISTRICT COUNCIL

REPORT TO: Finance and Staffing Portfolio Holder

18 October 2011

AUTHOR/S: Executive Director (Corporate Services)

SERVICE IMPROVEMENTS AND FINANCIAL PERFORMANCE FOR 2011-12, QUARTER 2

Purpose

1. The purpose of this report is to compare the actual and committed revenue and capital expenditure for the Finance and Staffing Portfolio with the working budget for 2011-12 and report on service performance for quarter 2 (2011-12).

Recommendations

2. That the Finance and Staffing Portfolio Holder notes the performance and revenue and capital expenditure for the quarter ended 30 September 2011.

Reasons for Recommendations

3. The report shows generally good performance and an acceptable comparison between the actual and committed revenue and capital expenditure against the working budget for the year.

Background

4. This is the second monitoring report to the Portfolio Holder in 2011-12, covering both performance and expenditure up to the end of September 2011. The format of this report is consistent with previous monitoring reports, in that it concentrates on the direct costs which are under the control of the relevant cost centre managers.
5. The reported figures are summarised in **Appendix A**. The profiled budgets, against which the quarter's figures are compared, are derived from the 2011-12 estimates.
6. Performance information is given in **Appendix B**.

Considerations

7. Portfolio revenue expenditure shows £95,206 in hand for the quarter ended 30 September 2011, **Appendix A**, this being expenditure and commitments for the period of £210,732 against the profiled budget of £305,938.
8. The variances shown for the services within the Finance and Staffing Portfolio are due a combination of factors including; within the Corporate Management budget a rebate of £9,000 on audit fees and an in year saving of £2,000 on the Council's subscription to the Local Government Association, an expected under-spend of £20,000 on Elections and lower expenditure and increased income within the budgets for Land Charges, Council Tax and Business Rates. The expenditure profiles have, in some cases, been based on the expected completion of work or provision of service and receipt of invoices; where this has not been achieved at the date of the report a variance will result.

9. The current under-spend of £21,253 on Democratic Representation relates to budgets for the Standards Board, Scrutiny Committee and computers for Members which are demand-led. It is anticipated that all remaining budgets will be fully spent by the end of the financial year.
10. Capital expenditure relates to the planned internal vestibule for South Cambridgeshire Hall; this is expected to be complete by the end of the financial year.
11. Performance information is given in Appendix B; comments on service improvement have been included by the Officer responsible for that performance measure.

Implications

12. Financial	Financial implications are set out in paragraphs 7 to 10
Legal, Staffing, Risk Management, Equality and Diversity	There are no Legal, Staffing, Risk Management or Equality and Diversity implications resulting from this report.
Equality Impact Assessment completed	No Not applicable as the report compares actual expenditure against the budget rather than setting out a policy, strategy or procedure
Climate Change	There are no Climate Change implications resulting from this report

Consultations

13. The cost centre managers have been informed of the expenditure and budget details.

Consultation with Children and Young People

14. There has been no consultation with children and young people on this report.

Effect on Strategic Aims

15. This report has no impact on the strategic aims of the Council.

Conclusions / Summary

16. The revenue and capital expenditure and service improvement comments are in paragraphs 7 to 11 and **Appendices A and B** and show expenditure and commitments of £210,732 against the profiled budgets of £305,938. In year savings of £31,000 have been identified, with an additional £21,000 underspend being identified as demand led, it is anticipated that the remaining budgets will be fully spent by the end of the financial year. Performance is good with most indicators on target.

Background Papers: the following background papers were used in the preparation of this report:

Budget files and the financial management system

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