

REVENUE BUDGET MONITOR 2016/17

Oct-Dec 2016 QUARTER 03



Group	Ref	Cost Centre	Account	MTRS	Current Budget	P03 Forecast	P06 Forecast	Cumulative Out-turn Variance	Virements	Quarter / Quarter Variance	Comments	
Sara Skirton	01CORP	2	Strategic Assets	Salaries and wages	Salaries & Wages	185,550	157,020	142,340	(43,210)	0	(14,680)	P07 - Budget to vired to 3060 to pay for consultancy covering vacancies : P08 - variance due to mis-coding of salaries
	01CORP	2	Strategic Assets	Fees and hired services	Other Supplies & Services	30,710	30,710	114,710	84,000	0	84,000	P07 - funding vired form salary savings for town centre due diligence work and transformation consultancy
	01CORP	3	Central Telephone Network	Fees and hired services	Other Supplies & Services	23,190	23,190	12,280	(10,910)	0	(10,910)	P08 - expenditure not required in 16-17 : P09 - EMR Request - unified comms decommission of kit and potential pay out of contract early due to 5c.
	01CORP	4	Strategic Procurement	5C Contract Services recharge	Support Service Recharges	0	0	31,200	31,200	0	31,200	P07 - Based on 17-18 contract fee for 7 months with 10% saving
					239,450	210,920	300,530	61,080	0	89,610		
David Clark	02LAW	6	Democratic Services	Agency staff	Other Staff Costs	0	25,500	37,200	37,200	0	11,700	P07 - Temp staffing in line with recruitment start dates : P09 - temporary staffing until end of march covering vacancy
	02LAW	6	Democratic Services	Members allowances	Other Supplies & Services	262,150	262,150	245,000	(17,150)	0	(17,150)	P07 - In line with current claims : P09 - In line with current expenditure trend
	02LAW	7	Election Service	Salaries and wages	Salaries & Wages	131,440	48,620	65,240	(66,200)	0	16,620	P07 - Variance due to fixed term ending : P08 - Adjustment for maternity return - reduced hours/holiday pay : P09 - Maternity return and MDC employees undertaking canvassing
	02LAW	7	Election Service	Elections Casual	Salaries & Wages	33,070	13,000	1,150	(31,920)	0	(11,850)	P07 - Canvassing costs funded from gov grant : P09 - Canvassing claims gone through 1001 - Mendip employees
	02LAW	7	Election Service	Government grants income	Government Grants Income	0	0	(17,250)	(17,250)	0	(17,250)	P07 - Grant received to help fund canvassing costs
	02LAW	7	Elections Referendum	Elections Casual	Salaries & Wages	0	50,000	35,000	35,000	0	(15,000)	P08 - Rec completed on Frome neighbourhood plan election
	02LAW	7	European Elections	Elections Casual	Salaries & Wages	0	0	98,140	98,140	0	98,140	P08 - EU Elections reconciliation
	02LAW	7	European Elections	Printing	Other Supplies & Services	0	0	14,160	14,160	0	14,160	P08 - EU Elections reconciliation
	02LAW	7	European Elections	Stationery	Other Supplies & Services	0	0	34,610	34,610	0	34,610	P08 - EU Elections reconciliation
	02LAW	7	European Elections	Fees and hired services	Other Supplies & Services	0	0	19,290	19,290	0	19,290	P08 - EU Elections reconciliation
	02LAW	7	European Elections	Postages	Other Supplies & Services	0	0	17,510	17,510	0	17,510	P08 - EU Elections reconciliation
	02LAW	7	European Elections	Government grants income	Government Grants Income	0	0	(178,720)	(178,720)	0	(178,720)	P08 - EU Elections reconciliation less 5%
	02LAW	8	Legal Services	Charges to other Authorities	Other Income	0	(92,080)	(76,720)	(76,720)	0	15,360	P08 - MDC share of lexus nexus subscription incorrectly charged out
	02LAW	8	SCC Section 106	Fees and charges income	Fees & Charges Other Services	(16,800)	(20,000)	(34,000)	(17,200)	0	(14,000)	P07 - In line with current income
02LAW	8	Legal Services - Taunton Deane	Salaries and wages	Salaries & Wages	216,090	172,640	157,770	(58,320)	0	(14,870)	P07 - Recruitment delay for vacant roles : P08 - Variance in line with recruitment delays : P09 - delay in recruitment/ extension of admin backfill for civica work	
					625,950	459,830	418,380	(207,570)	0	(41,450)		
Stuart Finney	03NEI	11	Street Cleansing	Fees and hired services	Other Supplies & Services	65,000	65,000	25,000	(40,000)	0	(40,000)	P07 - Reduced requirement for fly tipping : P08 - reduction in line with current fly tipping
	03NEI	11	Street Cleansing	Miscellaneous income	Other Income	(20,000)	(15,000)	(5,000)	15,000	0	10,000	P07 - In line with reduced fly tipping no claims back to be made : P08 - in line with reduced fly tipping no exceeding threshold to reclaim
	03NEI	11	Parks & Open Spaces	Fees and hired services	Other Supplies & Services	56,140	53,500	43,500	(12,640)	0	(10,000)	P08 - move budget to enforcement
	03NEI	11	Parks & Open Spaces	Ground care services	Contracted Services	504,530	477,210	477,210	(27,320)	29,960	(29,960)	P07 - Commuted Sums drawdown as per schedules agreement for upkeep costs
	03NEI	11	Parks & Open Spaces	S106 and Commuted Sums Contributi	Other Income	0	(34,540)	0	0	13,620	20,920	P07 - EMR drawdown commuted sums
	03NEI	11	Admin Stall Markets	Fees and hired services	Other Supplies & Services	0	100	13,000	13,000	0	12,900	P07 - Wells - 6th market operative for 3hrs per morning for 6 markets/additional costs for shepton market erection : P09 - additional expenditure in line with shepton markets delivery of gazebos and wells
	03NEI	11	Engineering General	Salaries and wages	Salaries & Wages	36,900	24,330	8,960	(27,940)	0	(15,370)	P07 - Vacancy until Jan 17 predicted : P08 - temp & calm engineering being used
	03NEI	11	Engineering General	Alterations to land and buildings	Premises - Other Costs	11,890	11,890	0	(11,890)	0	(11,890)	P08 - help to offset expenditure on asset maintenance : P09 - Expenditure within Asset maintenance
	03NEI	11	Engineering General	Fees and hired services	Other Supplies & Services	3,370	8,370	24,000	20,630	0	15,630	P07 - Consultancy/temp required to for fill vacancy role : P08 - Engineer temp to cover vacancy
	03NEI	11	Asset Maintenance	Rep & maint (land/bldgs)	Premises - Other Costs	43,750	43,750	55,500	11,750	0	11,750	P08 - savings from engineering line to offset pressure : P09 - Movement form engineering for increased works
	03NEI	11	Cemeteries	Fees and charges income	Fees & Charges Other Services	(103,370)	(103,370)	(75,000)	28,370	0	28,370	P08 - down on income even with increased rates
	03NEI	11	Neighbourhood Services Enforcement	Purchase of equipment	Other Supplies & Services	0	0	10,000	10,000	0	10,000	P08 - equipment for lone working and personal surveillance
	03NEI	14	Admin Parking & Transportation	Fees and hired services	Other Supplies & Services	250,520	245,000	225,000	(25,520)	0	(20,000)	P09 - Contract renewed inflation not added
	03NEI	14	Admin Parking & Transportation	Cash collection services	Contracted Services	73,240	73,240	60,000	(13,240)	0	(13,240)	P09 - Decreased collection fees
					921,970	849,480	862,170	(59,800)	43,580	(30,890)		
04COMM	16	Enforcement	Salaries and wages	Salaries & Wages	239,100	218,220	205,320	(33,780)	0	(12,900)	P07 - Employee half pay sick pay + vacant posts recruitment delays : P08 - Due to recruitment backlog - pushing through staff on agency basis to cover workload : P09 - Employee holiday pay balance + delay in Senior EHO role recruitment	

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Claire Malcolmson	04COMM	16	Enforcement	Agency staff	Other Staff Costs	0	24,500	51,050	51,050	0	26,550	P07 - Extended agency work to end of Jan on basis of recruitment delays : P08 - Extending current agency staff to end of March due to workload & lack of staff resource Additional agency staff to cover vacant post whilst internal changes undergo. Urgent need : P09 - Temp EHO increase to 0.8FTE from 0.6FTE. 2x agency posts covering vacant EHO role and long-term sick leave
	04COMM	17	Licensing Services	Agency staff	Other Staff Costs	0	230	12,470	12,470	0	12,240	P07 - £2.7k for street trading admin work; £5.5k assumed cost of agency recruit for backlog : P09 - Licensing Admin temp to cover vacant post due to service transfer delay to CAPITA. Licensing enforcement officer 2days p/w to assist with enforcement whilst service remains in house
						239,100	242,950	268,840	29,740	0	25,890	
Ian Bowen	05PLAN	19	Economic Development	Fees and hired services	Other Supplies & Services	51,525	57,780	45,980	(5,545)	13,500	(25,300)	P08 - Virement from Corporate Capacity for Refresh work £13.5k Defra funding to be spent in 17/18 - EMR request for 17/18 : P09 - Strategic Advisor underspend to be EMR to 17/18
	05PLAN	20	Technical Team	Salaries and wages	Salaries & Wages	222,290	208,350	197,180	(25,110)	500	(11,670)	P07 - Recruitment delay until Jan17. New recruit bottom of grade : P08 - Recruitment delay - apprenticeship pay increase : P09 - Vacancy recruitment delays & movement . Covered by use of agency currently
	05PLAN	20	Planning	Fees and hired services	Other Supplies & Services	16,710	16,710	26,710	10,000	0	10,000	P07 - Pressure for legal fees: North Wootton case
	05PLAN	20	Planning	Fees and charges income	Fees & Charges Other Services	(836,690)	(825,000)	(760,000)	76,690	0	65,000	P08 - Drop in large scale applications past 2 years; mainly small scale applications generating lower income levels. Back in line with income 2011/12
	05PLAN	20	Development Control - S106	Capital contributions amortisation	Other Income	0	(6,080)	(128,630)	(128,630)	0	(122,550)	P09 - S106 funds for Wells Rec Play Area X380
	05PLAN	20	Planning Policy	Research costs	Other Supplies & Services	12,330	12,330	1,730	(10,600)	0	(10,600)	P07 - No known plans to spend on research- small balance left as contingency : P08 - Reduced to cover Planvu annual support (3060-7160)
						(533,835)	(535,910)	(617,030)	(83,195)	14,000	(95,120)	
Jai Vick	06HOUS	21	Somerset Strategic Housing Programme	Grant payments	Other Supplies & Services	0	266,000	227,140	227,140	0	(38,860)	P09 - EMR unspent grant funding into 17/18. Spend discussions taking place
	06HOUS	23	Admin Housing Options Team	Reimbursements - Homeless Loans &	Other Income	(6,700)	30,000	63,090	69,790	0	33,090	P07 - £30k w/o request + removal of future income now service with MCCU : P08 - Assumes majority of debts approved for write off. Handful held back, attempt to recoup through Ctax details held
	06HOUS	23	Admin Housing Options Team	Bed and breakfast income	Other Income	(26,650)	(20,000)	(3,000)	23,650	0	17,000	P07 - B&B placements reduced to average of 10. UC income reflects this. : P09 - Reduction in B&B reimbursement due to reduction in people in B&B.
	06HOUS	23	Hostels MHL/Great Ostry	Fees and hired services	Other Supplies & Services	26,670	17,850	410	(26,260)	0	(17,440)	P07 - Low charges Q1&2 due to lots filled. : P09 - Aster no charge for Q4 although accrued. Void loss reduced in year due to hostel in full capacity
	06HOUS	23	Private Sector Leases	Fees and hired services	Other Supplies & Services	12,680	6,280	(6,400)	(19,080)	0	(12,680)	P07 - PSL now ended. No further costs anticipated
	06HOUS	23	Avon and Somerset Rough Sleepers	Fees and hired services	Other Supplies & Services	55,260	54,510	11,120	(44,140)	0	(43,390)	P09 - Unspent funding to be earmarked into 17/18. A&S funding ring-fenced
						61,260	354,640	292,360	231,100	0	(62,280)	
Adam Savery	07CONT	24	Land Charges	Agency staff	Other Staff Costs	0	13,100	47,530	47,530	0	34,430	P09 - Agency costs 1Sept-Dec for 3.4 FTE employees. 2.4FTE Jan-Mar
	07CONT	24	Land Charges	5C Contract Services recharge	Contracted Services	0	78,740	45,590	45,590	0	(33,150)	P07 - Contract figures provided by client team 10% saving on base for 6 months
	07CONT	24	Land Charges	Reimbursements other	Other Income	0	0	(24,890)	(24,890)	0	(24,890)	P09 - Reimbursement from CAPITA for 2FTE agency provided by MDC Sept-Mar
	07CONT	24	Land Charges	Fees and charges income	Other Income	(300,000)	(300,000)	(200,000)	100,000	0	100,000	P07 - MDC 5 months pressure on profiled income : P09 - Backlog now cleared - anticipated income to end of year. Customers have been using alternative providers whilst backlog avoided
	07CONT	24	5 Council Contract - Lot1	5C Contract Services	Contracted Services	0	0	(42,880)	(42,880)	0	(42,880)	P09 - 5C contract prepayment saving - EMR
	07CONT	24	5 Council Contract - Lot1	5C Client Costs	Contracted Services	0	0	150,830	150,830	0	150,830	P08 - Third party client costs as per 5C budget request from Victoria : P09 - Reduction in overall 5C client team costs to cover additional car allowances
	07CONT	24	BSS Partnership	Business support services	Contracted Services	3,056,800	3,056,800	3,044,990	(11,810)	0	(11,810)	P09 - BSS Contract prepayment saving - EMR
	07CONT	25	Contract Management	Business support services	Contracted Services	0	70,530	104,840	104,840	0	34,310	P08 - CCN CAPITA cost review : P09 - CCN Claim from CAPITA 75% of funding - reduced to show 75% only
	07CONT	25	Contract Management	Government grants income	Government Grants Income	0	(70,530)	(130,270)	(130,270)	0	(59,740)	P08 - LADs Tranche 2 funding + MI return funding Nov16-Mar17
	07CONT	25	CTS Hardship Fund	Grant payments	Other Supplies & Services	35,000	35,000	25,000	(10,000)	0	(10,000)	P09 - CTS Hardship underspend in year EMR to cover CCN charges Apr-Jun 17
07CONT	25	Housing Benefit Administration	Business support services	Contracted Services	69,210	113,770	96,230	27,020	0	(17,540)	P08 - CCN CAPITA cost review - MDC retaining funding : P09 - Bill&Ben movements	
						2,861,010	2,997,410	3,116,970	255,960	0	119,560	
al	08STRA	27	Central Expenses	Salaries and wages	Salaries & Wages	53,000	47,420	5,840	(47,160)	11,420	(53,000)	P07 - EMR request : P09 - new graduate in community health
	08STRA	27	Central Expenses	Licences	Other Supplies & Services	(85,290)	(85,290)	(85,290)	0	(85,290)	85,290	P07 - Moved to contingency saving offered up

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Paul Deal	08STRA	27	Strategic Finance	Salaries and wages	Salaries & Wages	54,010	54,010	43,970	(10,040)	0	(10,040)	P07 - Start date of vacancies delayed : P08 - s151 starting and delay in recruitment for advisor until Feb. : P09 - recruitment delays deputy
	08STRA	27	Exceptional Item - Reorganisation Costs	Staff training	Other Staff Costs	0	0	18,340	18,340	0	18,340	P09 - Coaching charges
	08STRA	27	Exceptional Item - Reorganisation Costs	Salaries and wages	Other Staff Costs	289,690	286,490	259,710	(29,980)	(4,300)	(22,480)	P09 - Movement of GM assistant pay
						311,410	302,630	242,570	(68,840)	(78,170)	18,110	
Paul Deal	10NON	49	Capital Grants and Contributions (MIR)	Capital Grants and Contributions (MIR)	Capital Financing and Other Appro	410,000	410,000	538,630	128,630	0	128,630	P09 - Wells rec capital contr S106
	10NON	50	Grants & Local Taxes	Other NNDR s31 Grants	Other Non-ring Fenced Grants	0	0	(53,981)	(53,981)	0	(53,981)	P09 - Movement of CAP grant from 7920
	10NON	50	Grants & Local Taxes	Retained Business Rates	Retained Business Rates	(3,485,360)	(3,016,220)	(2,855,340)	630,020	0	160,880	P09 - Updated figures from NDR
	10NON	60	Strategic Finance - Contingencies	Other expenses	Other Supplies & Services	185,290	100,000	0	(185,290)	85,290	(185,290)	P09 - Not required in 16-17
					(2,890,070)	(2,687,920)	(2,370,691)	519,379	85,290	50,239		
					Total	Total	Total	Total	Total	Total	Total	
					1,836,245	2,194,030	2,514,099	677,854	64,700	73,669		