

Revenue Budget Monitoring 2017 18

Quarter 2 July 2017 to Sept 2017



					1,237,560	1,237,250	1,259,182	1,955,740	718,490	433,350	285,140		
Group Manager	Ref	Group	Team	Account	Original Budget	Current Budget	Actuals	Quarter 2 Forecast	Quarter 2 Variance (Year end)	Quarter 1 Variance (Year end)	Quarter to Quarter Variance	Comments	
Sara Skirron	02	01CORP	Asset Management	Fees and hired services	30,710	30,710	48,937	96,710	66,000	21,000	45,000	P06 - Development consultancy fees in relation to strategic development work	
	04	01CORP	Performance Management	Fees and hired services	3,040	3,040	23,810	23,810	20,770	4,960	15,810	P06 - To be covered by contingency or corporate capacity - Paul Deal to confirm	
	04	01CORP	Partnerships	Salaries and wages	83,220	83,220	27,379	83,440	220	(26,780)	27,000	P05 - New post Improvement Project Officer as per restructure : P06 - Introduction of new posts and change in start dates	
									86,990		87,810		
David Clark	06	02LAW	Democratic Services	Fees and hired services	0	0	31,955	33,330	33,330	0	33,330	P06 - Reflects actual costs for the year - Hub Expansion Project	
	06	02LAW	Democratic Services	Government grants income	0	0	(28,000)	(28,000)	(28,000)	0	(28,000)	P06 - Reflects income for the year - one Public Estate grant	
	07	02LAW	Electoral Services	Salaries and wages	118,250	135,080	26,355	51,100	(83,980)	(15,810)	(68,170)	P05 - Minor changes in month : P06 - Elections Service Manager costs held in Fees & Hired Services	
	07	02LAW	Electoral Services	Superannuation	17,620	20,130	4,230	7,920	(12,210)	(1,930)	(10,280)	P05 - Minor changes in month : P06 - Elections Service Manager costs held in Fees & Hired Services	
	07	02LAW	Electoral Services	Agency staff	22,860	22,860	4,414	4,420	(18,440)	0	(18,440)	P06 - No plan for further agency employees	
	07	02LAW	Electoral Services	Printing	3,730	3,730	(6,300)	50,000	46,270	81,270	(35,000)	P06 - Based on future requirement of 100,000 forms at 50p per form	
	07	02LAW	Electoral Services	Fees and hired services	3,970	3,970	47,452	112,000	108,030	9,800	98,230	P06 - Payments for elections service manager costs offset by release in salaries and agency staff	
	07	02LAW	Electoral Services	Fees and charges income	0	0	(19,279)	(19,280)	(19,280)	0	(19,280)	P06 - IER new burden income	
	07	02LAW	Electoral Services	Reimbursements from other public sector	0	0	(22,618)	(46,000)	(46,000)	0	(46,000)	P06 - Income from South Somerset for Somerton & Frome (£46k)	
	07	02LAW	Electoral Services	Elections Casual	3,060	3,060	0	3,060	0	158,160	(158,160)	P06 - Forecast moved to 7720 & 7730	
	07	02LAW	Electoral Services	Elections Casual	0	0	89,820	89,820	89,820	0	89,820	P04 - Casual staff costs for County Elections	
	07	02LAW	Electoral Services	Printing	0	0	16,309	16,310	16,310	270	16,040	P06 - To bring in line with actual spend to date	
	07	02LAW	Electoral Services	Postages	0	0	30,004	30,010	30,010	0	30,010	P06 - To bring in line with actual spend to date	
	07	02LAW	Electoral Services	Government grants income	0	0	(208,868)	(208,870)	(208,870)	(149,450)	(59,420)	P06 - Correction of forecast, reallocated from Fees & Charges income to Government Grants	
	07	02LAW	Electoral Services	Elections Casual	0	0	84,337	84,340	84,340	0	84,340	P04 - Casual staff costs for Parliamentary Elections	
	07	02LAW	Electoral Services	Fees and hired services	0	0	31,510	67,010	67,010	31,390	35,620	P04 - Costs for the Parliamentary Elections : P06 - Payment to Sedgemoor for Wells constituency	
	09	02LAW	H.R.	Salaries and wages	48,930	48,930	22,305	30,230	(18,700)	14,380	(33,080)	P05 - Strategic Advisor post reforecast and part funded in 3060 : P06 - 2 Vacancies offset by agency costs and Fees & Hired costs	
	09	02LAW	H.R.	Agency staff	0	0	49,554	74,120	74,120	28,650	45,470	P05 - Organisational Development/HR Business Partner Officer role to 31 March, 25% to be recharged to Capita : P06 - Agency costs met by vacancy above	
	09	02LAW	H.R.	Fees and hired services	0	0	7,727	25,990	25,990	15,500	10,490	P06 - Reforecast of consultancy costs for the year	
	08	02LAW	Legal Services	Subscriptions	3,990	3,990	30,679	15,000	11,010	0	11,010	P06 - Forecast of actual subscription costs to date	
08	02LAW	Legal Services	Fees and hired services	104,170	104,170	105,881	114,690	10,520	0	10,520	P06 - Revised in line with actuals and anticipated future commitments		
08	02LAW	Legal Services	Salaries and wages	211,980	211,980	0	170,790	(41,190)	(29,550)	(11,640)	P05 - Vacancy: Senior Legal Administrator covered by agency in Legal Service : P06 - Delay in vacant posts being filled		
08	02LAW	Legal Services	Fees and hired services	13,890	13,890	58,083	45,340	31,450	0	31,450	P06 - Revised in line with actuals and anticipated future commitments		
								151,540			8,860		
Liz Dawson	10	03NEI	Group Management (NEI)	Fees and hired services	0	0	23,581	74,180	74,180	34,980	39,200	P06 - Consultancy forecasted until end of December	
	11	03NEI	Contract Management	Rep & maint (land/bldgs)	41,170	41,170	2,008	58,170	17,000	0	17,000	P06 - To cover essential tree maintenance work	
	11	03NEI	Operational Services	Fees and hired services	3,370	3,370	6,735	14,300	10,930	0	10,930	P04 - Consultant to cover Land & Drainage Engineer vacancy	
	11	03NEI	Operational Services	Public convenience services	72,850	72,850	42,515	102,030	29,180	0	29,180	P06 - To reflect monthly charge for Public Conveniences	
	11	03NEI	Operational Services	Miscellaneous income	(15,000)	(15,000)	0	(1,000)	14,000	0	14,000	P06 - Between 2015 and 2017 total income was £670.00	
	11	03NEI	Operational Services	Agency staff	0	0	21,127	29,130	29,130	18,000	11,130	P04 - Agency costs forecast to end August : P06 - Agency costs forecasted to year end	
	11	03NEI	C.C.T.V.	Salaries and wages	26,120	26,120	5,953	22,160	(3,960)	(15,240)	11,280	P05 - CCTV Monitoring Officer now on full time basis : P06 - CCTV Monitoring Officer forecast brought in line with actuals	
	14	03NEI	Community Protection	Salaries and wages	21,030	21,030	17,383	40,760	19,730	4,330	15,400	P04 - Car Parks & Road Closures Officer pay increase to G1 and back dated : P06 - Minor adjustment to bring forecast in line with grade for new assistant	
	14	03NEI	Community Protection	Parking fees income	(517,030)	(517,030)	(259,055)	(527,220)	(10,190)	0	(10,190)	P04 - Increased income April - June, especially in Street and Frome : P06 - As per revised forecast provided	
	14	03NEI	Community Protection	parking excess charge income	(25,200)	(25,200)	(20,202)	(38,510)	(13,310)	0	(13,310)	P04 - Increased income April - June, especially in Street and Frome : P06 - Number of PCN's issued is up	
	14	03NEI	Community Protection	Fees and hired services	0	0	22,721	32,160	32,160	0	32,160	P04 - Southside car park extension offset by income collected	
14	03NEI	Community Protection	Parking fees income	(630,680)	(630,680)	(355,882)	(672,300)	(41,620)	0	(41,620)	P04 - Increased income April - June, especially Street and Frome : P06 - As per revised forecast		
14	03NEI	Community Protection	Parking fees income	(819,090)	(819,090)	(441,170)	(844,250)	(25,160)	0	(25,160)	P04 - Increased income April - June : P06 - As per revised forecast		
								132,070			90,000		
Claire Malcolmson	16	04COMM	Environmental Protection	Agency staff	0	0	15,388	45,640	45,640	8,870	36,770	P05 - Agency staff revised to end October : P06 - Agency staff forecast to year end	
	17	04COMM	Public Protection	Salaries and wages	0	0	40,588	85,350	85,350	17,890	67,460	P04 - Licensing costs transferring to Capita - as advised by Corporate Finance : P05 - Licensing costs transferring to Capita - as advised by Corporate Finance : P06 - Licensing costs not transferring to Capita so forecast to year end	
	17	04COMM	Public Protection	Agency staff	0	0	15,333	37,220	37,220	0	37,220	P04 - Licensing costs transferring to Capita - as advised by Corporate Finance : P05 - Agency staffed forecast to end October : P06 - Agency forecast until end of December	
	17	04COMM	Public Protection	5C Contract Services recharge	142,080	142,080	0	0	(142,080)	(22,970)	(119,110)	P04 - Licensing costs transferring to Capita - as advised by Corporate Finance : P06 - Licensing service no long being outsourced	
								26,130			22,340		

Group Manager	Ref	Group	Team	Account	Original Budget	Current Budget	Actuals	Quarter 2 Forecast	Quarter 2 Variance (Year end)	Quarter 1 Variance (Year end)	Quarter to Quarter Variance	Comments
Ian Bowen	20	05PLAN	Planning	Salaries and wages	202,230	204,230	71,739	155,300	(48,930)	(8,220)	(40,710)	P04 - 2.6 FTE vacant posts covered by 2 agency staff until end of March : P06 - Administrative Officer forecast adjustment
	20	05PLAN	Planning	Agency staff	0	0	36,895	60,340	60,340	23,850	36,490	P04 - 2.6 FTE vacant posts covered by 2 agency staff until end of March. 1 Agency staff for project work until October : P06 - Agency staff completed project earlier than anticipated
	20	05PLAN	Planning	Salaries and wages	99,570	80,640	36,337	65,190	(15,450)	(20)	(15,430)	P04 - Vacancy in Enforcement Officer post offset by agency costs : P06 - Enforcement Officer left earlier than anticipated
	20	05PLAN	Planning	Agency staff	0	0	0	33,750	33,750	0	33,750	P04 - Enforcement Officer cover, required immediately. May decrease over the year : P06 - Delay in agency staff start date
	20	05PLAN	Planning	Salaries and wages	316,180	318,180	143,949	283,130	(35,050)	(19,430)	(15,620)	P04 - Principal Planner post vacant but covered by agency until end of March : P06 - Delay in Assistant Planner starting
	20	05PLAN	Planning	Agency staff	0	0	13,230	92,520	92,520	69,000	23,520	P04 - 2 Agency staff to cover Principal Planner and backlog work : P06 - Unavailability of planned agency staff
	20	05PLAN	Housing Development	Salaries and wages	0	11,460	11,457	22,910	11,450	0	11,450	P04 - Extension of Graduate Trainee role to October 18
								98,630			33,450	
Jai Vick	22	06HOUS	Private Sector Housing	Salaries and wages	121,070	121,070	36,913	76,590	(44,480)	(10,840)	(33,640)	P04 - Two month vacancy saving for Principal EHO : P05 - One month vacancy saving for Principal EHO : P06 - Vacancies - to offset temp costs in 5500
	22	06HOUS	Private Sector Housing	Salaries and wages	61,120	61,120	21,171	46,360	(14,760)	(1,190)	(13,570)	P04 - Two month vacancy saving for Senior Technical Officer post : P05 - One month vacancy saving for Senior Technical Officer post : P06 - Minor changes to forecast
	23	06HOUS	Housing Options	Salaries and wages	294,630	296,630	134,579	266,800	(29,830)	(7,470)	(22,360)	P04 - Holiday pay and PILON for two employees : P05 - Vacancies - covered by agency staff : P06 - Savings from vacancies, covered by agency staff
	23	06HOUS	Housing Options	Agency staff	0	0	41,444	106,130	106,130	28,500	77,630	P05 - Agency staff to offset vacancies : P06 - All agency costs forecast up to year end
	23	06HOUS	Housing Options	Bed and breakfast costs	30,850	30,850	738	850	(30,000)	0	(30,000)	P06 - Saving offered up for B&B spend
	23	06HOUS	Housing Options	Grant payments	105,100	105,100	5,600	30,230	(74,870)	0	(74,870)	P06 - Budget to be vired to 5505 - 3060 below 69,866 + planned spend 5,000
	23	06HOUS	Housing Options	Fees and hired services	206,010	206,010	275,876	362,950	156,940	0	156,940	P06 - To vire budget from 5500 3300 to offset 69,866 + planned spend 5,000 Keyring Lettings and 82,000 to cover changes in legislation transition payment (see 6000)
23	06HOUS	Housing Options	Fees and hired services	26,670	26,670	(533)	15,000	(11,670)	0	(11,670)	P06 - Reduced forecast as per information provided	
								57,460			48,460	
Adam Savery	24	07CONT	Council Contract	Grant payments	0	0	(15,400)	(15,400)	(15,400)	0	(15,400)	P06 - No validation of requirement - EMR request
	24	07CONT	Council Contract	Fees and charges income	(300,000)	(300,000)	(120,700)	(220,000)	80,000	91,740	(11,740)	P06 - Income projection increased on the basis of half year figures.
	24	07CONT	Council Contract	Business support services	59,140	59,140	462	3,210	(55,930)	0	(55,930)	P06 - Adjusted in line with actual charges received up to July - Offset by prepayment in 7698. Overall cost reduction.
	24	07CONT	Council Contract	Salaries and wages	209,750	209,750	79,154	199,250	(10,500)	1,390	(11,890)	P05 - Amendments to staffing percentages following go live of contract for MDC : P06 - Net pressure of £1020 between salary movements on 7696 and 7665
	24	07CONT	Council Contract	Fees and hired services	0	0	4,831	316,430	316,430	0	316,430	P04 - Res creditor not cleared. Presume no longer valid after 4 months and given up a s saving : P06 - Additional 5 Councils contract costs
	24	07CONT	Council Contract	Reimbursements from local authorities	0	0	84,270	(200,000)	(200,000)	0	(200,000)	P06 - Recharge of additional 5 Councils contract costs
	24	07CONT	Council Contract	Printing	0	0	(18,385)	(15,620)	(15,620)	0	(15,620)	P05 - To reflect net costs following one month delay to 5 C's contract commencement : P06 - Adjusted in line with actual charges received up to July - Offset by prepayment in 7698. Overall cost reduction.
	24	07CONT	Council Contract	Business support services	765,320	765,320	832,911	833,000	67,680	0	67,680	P05 - To reflect net costs following one month delay to 5 C's contract commencement : P06 - Adjusted in line with actual charges received up to July - Offset by prepayment in 7698. Overall cost reduction.
	24	07CONT	Council Contract	Postages	0	0	(29,570)	(26,110)	(26,110)	0	(26,110)	P05 - To reflect net costs following one month delay to 5 C's contract commencement : P06 - Adjusted in line with actual charges received up to July - Offset by prepayment in 7698. Overall cost reduction.
	24A	07CONT	Customer Services	Salaries and wages	34,180	34,180	35,764	35,760	1,580	(9,840)	11,420	P05 - Amendment to staffing allocations following go live of 5Cs contract
25	07CONT	Revs & Bens	Business support services	15,790	15,790	(8,354)	3,570	(12,220)	0	(12,220)	P06 - Adjusted in line with actual charges received up to July - Offset by prepayment in 7698. Overall cost reduction.	
25	07CONT	Revs & Bens	Government grants income	0	0	(61,525)	(61,530)	(61,530)	0	(61,530)	P06 - New Burdens Funding	
								68,380			(14,910)	
Paul Deal	26	08STRA	Chief Executive	Partnership contributions	0	0	25,000	25,000	25,000	0	25,000	P04 - Contribution for economic regeneration : P05 - To reflect actual contributions made
	27	08STRA	Corporate Finance	Salaries and wages	18,180	0	0	0	(0)	18,180	(18,180)	P04 - Group Managers Assistants pay increase by £3,000 to go direct to home cost centre instead
	27	08STRA	Corporate Finance	Fees and hired services	1,340	1,340	26,751	33,040	31,700	69,980	(38,280)	P05 - Deputy Corporate Financial Advisor costs included in payroll from September, forecast therefore reduced
								56,700			(31,460)	
Jai Vick	28	09MHC	MDC Housing Company	Fees and hired services	0	0	832	30,000	30,000	0	30,000	P06 - Professional fees in relation to legal, accountancy, branding and due diligence work
									30,000		30,000	
Paul Deal	31	10NON	Interest payable and similar charges	Interest payable	32,130	32,130	1,060	12,000	(20,130)	0	(20,130)	P05 - Reflecting current loan repayments with M&G and SCC
	33	10NON	Interest receivable and similar income	Interest on advances / loans	(30,740)	(30,740)	(14)	(20)	30,720	0	30,720	P06 - Removal of loan to Viridor which removes interest received
								10,590			10,590	