

# THE HIGHLAND COUNCIL

RESOURCES COMMITTEE – 25 FEBRUARY 2015

Agenda Item	15
Report Number	RES/ 17/15

## CORPORATE DEVELOPMENT SERVICE REVENUE EXPENDITURE MONITORING TO 31 DECEMBER 2014

Report by the Depute Chief Executive/Director of Corporate Development

### SUMMARY

This report provides information on the revenue monitoring position for the Corporate Development Service for the period 1 April 2014 to 31 December 2014.

### 1. Introduction

1.1 The Revenue Monitoring Report for the year to 31 December 2014 is attached at **Appendix 1**. The statement shows an annual net budget of £18.255m. Actual expenditure incurred in the period up to the end of December 2014 is £10.228m, or 56% of the total Service budget. This compares with 42% at the same stage last year.

### 2. Budget Movements

2.1 The Corporate Development Revenue budget has decreased by £0.640m since the last reporting period. The main movement has been a transfer of £0.651m from the ICT budget following the decision to decentralise printing costs in order to give Services greater responsibility for managing their printing and photocopying expenditure.

2.2 There has also been a transfer of £78,000 into the Customer Services Budget to cover the transfer of staff into the Web Development Team.

### 3. Predicted End of Year Position 2014/15

3.1 The Corporate Development Service is projecting a small year-end overspend of £0.004m. This is an improvement on the predicted out-turn reported to the last Resources Committee when the Service was predicting an overspend of £0.083m.

3.2 There is a pressure in the Depute Chief Executive's budget line, due to the under recovery of income, and a pressure in Licensing due to income received being less than budgeted. However, this has largely been offset by a combination of vacancy management across a range of budgets and an anticipated underspend in the ICT budget which is due to reduced user volumes and other reductions in the core ICT charges due to non-utility charging.

3.2 As explained at the last meeting of Resources Committee, these pressures will be resolved in next year's budget by adjusting the budget to reflect the anticipated income levels. However, in the current year, the Service will continue to work to offset this pressure by reducing expenditure across other budgets.

#### **4. Implications**

4.1 Resources - There are no resource implications other than those already set out.

4.2 Legal - there are no legal implications for The Highland Council.

4.3 Equalities and Climate Change - there are no negative equality or climate change implications arising from this report.

4.4 Risk, Gaelic and Rural - there are no risk, Gaelic or rural implications to The Highland Council.

#### **5. Recommendation**

Members are invited to consider the revenue monitoring report for the period 1 April 2014 to 31 December 2014.

Signature: Michelle Morris

Designation: Depute Chief Executive

Report Author: Kate Lackie, Business Manager

Date: 12 February 2015

Attachments: Appendix 1 - Revenue Monitoring Report for the year to 31 December 2014

# CORPORATE DEVELOPMENT SERVICE Revenue Expenditure Monitoring Report

**1 April 2014 to 31 December 2014**

	£000 Actual Year To Date	£000 Annual Budget	£000 Year End Estimate	£000 Year End Variance
<b>BY ACTIVITY</b>				
Depute Chief Executive	159	(2,832)	(2,732)	100
Corporate Improvement Team	491	503	503	-
<b>Corporate Governance:</b>				
Legal Services	696	470	470	-
Licensing	(665)	(601)	(466)	135
Democratic Services	501	632	644	12
Elections	107	106	106	-
<b>Digital Transformation:</b>				
ICT Services	5,608	15,508	15,342	(166)
Customer Services	1,723	2,275	2,264	(11)
<b>People &amp; Performance:</b>				
HR Services	727	1,140	1,108	(32)
Workforce Planning, Learning & Development	320	237	251	14
Health, Safety & Wellbeing	431	622	579	(43)
Performance Management	130	195	190	(5)

**Total Corporate Development**

**10,228**

**18,255**

**18,259**

**4**

**BY SUBJECTIVE**

Staff Costs	6,582	8,592	8,444	(148)
Other Costs	8,184	16,566	16,303	(263)
<b>Gross Expenditure</b>	<b>14,766</b>	<b>25,158</b>	<b>24,747</b>	<b>(411)</b>
Grants	(77)	-	-	-
Other Income	(4,461)	(6,903)	(6,488)	415
<b>Total Income</b>	<b>(4,538)</b>	<b>(6,903)</b>	<b>(6,488)</b>	<b>415</b>
	<b>10,228</b>	<b>18,255</b>	<b>18,259</b>	<b>4</b>

**Notes**

1. %age of Annual Expenditure

Dec-15

**56%**

Dec-14

**42%**