

THE HIGHLAND COUNCIL

RESOURCES COMMITTEE – 26 AUGUST 2015

Agenda Item	13
Report Number	RES/ 66/15

CHIEF EXECUTIVE'S SERVICE AND MEMBERS: FINAL OUT-TURN 2014/15 AND REVENUE EXPENDITURE MONITORING 2015/16

Report by the Chief Executive

SUMMARY

This report comments on the final out-turn position for the Chief Executive's Office revenue budget for 2014/15 and provides information on the revenue monitoring position for the Chief Executive's Office for the period 1 April 2015 to 30 June 2015.

1. Introduction

1.1 The attached 2 appendices show (i) the final out-turn position for the Chief Executive's Office revenue budget for the period 1 April 2014 to 31 March 2015 and (ii) the revenue monitoring position for the 2015/16 financial year for the period to 30 June 2015.

2. 2014/15 Revenue Budget out-turn

2.1 **Appendix 1** shows the final out-turn position for the Chief Executive's Service 2014/15 revenue budget. It shows that the total budget, including members, was £6.649m and at the year end the budget was underspent by £0.153m.

2.2 At Resources Committee on 25 February 2015, when the revenue monitoring position for the period up to December 2014 was reported, the Chief Executive's Office was predicting an end of year underspend of £0.123m. This compares well to the confirmed final out-turn position of £0.153m and demonstrates good budget management across the various headings. Many of the underspends were managed to enable the budget to offer up savings at the beginning of the 2015/16 financial year. For 2015/16 the total savings target for the Chief Executive's Office budget is £0.263m.

3. 2015/16 Budget Monitoring

3.1 **Appendix 2** shows the Revenue Monitoring position for 2015/16 for year to 30 June 2015. The statement shows an annual net budget of £6.395m of which Members' Services accounts for £2.190m. Actual expenditure incurred in the first quarter of the financial year is £1.623m and equates to 25% of the total budget. The Chief Executive's Office is projecting a net year end underspend of £0.011m due to small underspends on staffing and 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 final outturn for the Chief Executive's Office revenue budget for 2014/15 and the revenue monitoring report for the period 1 April 2015 to 30 June 2015.

Signature:

Steve Barron

Designation: Chief Executive

Report Author: Kate Lackie, Business Manager

Date: 17 August 2015

CHIEF EXECUTIVE'S Revenue Expenditure Monitoring Report

1 April 2014 to 31 March 2015

	Notes	£000 Actual Year To Date	£000 Annual Budget	£000 Year End Estimate	£000 Year End Variance
BY ACTIVITY					
Members		2,177	2,194	2,177	(17)
Chief Executive		734	778	734	(44)
Operational Management Areas		2,719	2,755	2,719	(36)
Public Relations		177	150	177	27
Policy & Reform		690	772	690	(82)
Total Chief Executive's		6,497	6,649	6,497	(153)
BY SUBJECTIVE					
Staff Costs		3,996	4,152	3,996	(156)
Other Costs		2,684	2,637	2,684	47
Gross Expenditure		6,681	6,790	6,681	(109)
Grants		(69)	(11)	(69)	(58)
Other Income		(115)	(130)	(115)	14
Total Income		(184)	(140)	(184)	(44)
		6,497	6,649	6,497	(153)

Notes

1. %age of Annual Expenditure	Mar-15	98%
	Mar-14	97%

CHIEF EXECUTIVE'S OFFICE Revenue Expenditure Monitoring Report

1 April 2015 to 30 June 2015

	Notes	£000 Actual Year To Date	£000 Annual Budget	£000 Year End Estimate	£000 Year End Variance
BY ACTIVITY					
Members		365	2,190	2,190	0
Chief Executive	1	422	714	703	(11)
Operational Management Areas		621	2,701	2,701	0
Public Relations		63	147	147	0
Policy & Reform		152	643	643	0
Total Chief Executive's		1,623	6,395	6,384	(11)
BY SUBJECTIVE					
Staff Costs		840	4,067	4,062	(5)
Other Costs		852	2,491	2,485	(6)
Gross Expenditure		1,692	6,558	6,547	(11)
Grants		(15)	(11)	(11)	0
Other Income		(54)	(152)	(152)	0
Total Income		(69)	(163)	(163)	0
		1,623	6,395	6,384	(11)

Notes

1. %age of Annual Expenditure	Jun-15	25%
	Jun-14	29%