

## COMMUNITY DEVELOPMENT COMMITTEE – 29TH MARCH 2004

### Report of the Head of Financial Services

#### ITEM 6 REVENUE MONITORING 2003/04

##### Purpose of Report

This report provides information on the actual expenditure and income of the Service Development Plans that are within the Strategic Aims that report to the Community Development Scrutiny Committee compared with the profiled budgets as at the end of period 10, which is the end of January 2004.

##### Recommendations

Members should note that the Annual Budget and the Profiled Budget to date are based on revised estimates. These were approved by Council on March 1<sup>st</sup> 2004. From the figures provided Members might wish to indicate areas to be included in the Committee's future work programme, if there are substantial variations which they feel require further explanation.

##### Introduction

Scrutiny Committees have been receiving periodic reports on controllable expenditure and income compared to budget within the year for some time now. This report now gives members details of spend against budgets as at the end of period 10.

Proper financial practice requires frequent monitoring of expenditure and income to ensure that the resources being planned for service delivery is actually being used and that there will be no impact on reserves from overspends.

##### 2003/04 Monitoring

The attached report shows the summarised position of Service Development Plans that are within Strategic Aims that report to the Resources Scrutiny Committee. The reports have been designed to show the "controllable" expenditure of the cost centre managers, which eliminate the internal recharges that are undertaken throughout the Council. This means that all expenditure is being monitored at the source, or point of expenditure. Work is carried out on an ongoing basis to make the profile of the estimates more accurate. This has been one of the major causes of variation between estimates and expenditure in previous years. Brief reasons for variations have been given on the report and departmental representatives will be available to give further details if required.

Overall, the position of the revenue budgets is balanced, but there are a number of over and under spends that constitutes this position. The position will be monitored each month.

Background Papers: Budget Book 2003/04  
Budget files held within Accountancy

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2003/2004 Budget Monitoring Report for Period Ten (excluding internal recharges & capital charges)

Service Development Plan	Head of Service	Original Budget £	Provisional Revised Budget £	Profiled Budget to date £	Actual to date £	Variances against target to date			Notes
						£	U/O	%	
<b>Community Development Scrutiny Committee</b>									
<b>Strategic Aim - A Prosperous &amp; Vibrant Local Economy</b>									
Markets & Fairs	T. Bacon	(149,400)	(156,500)	(133,931)	(143,408)	9,477	U	7%	No Financial Comment
Shopmobility	T. Bacon	20,800	21,300	17,786	17,558	228	U	1%	No Financial Comment
Festive Decorations (quasi SDP)	T. Bacon	87,700	97,300	6,032	17,967	(11,935)	O	198%	Over spend £6,715 costs relating to uninsured damage to commercial properties, £4,764 Christmas Decorations expenditure, budgets for these amounts are profiled at P11
Economic Development	T. Bacon	348,200	306,500	299,870	300,640	(770)	O	0%	No Financial Comment
Tourism	P. Hogan	20,800	22,400	18,848	4,850	13,998	U	74%	Main underspends are exhibition material £1,166, Signs £3,916, leaflets £3,166, Surveys £2,003 & Tourism Strategy £2,000
Industrial Sites	D. Murfin	(266,100)	(258,100)	(250,721)	(274,029)	23,308	U	9%	Underspends on grounds maintenance contracts. Higher rental income from all units except the Ark where income is less than the budget.
<b>Strategic Aim - A Prosperous &amp; Vibrant Local Economy</b>		62,000	32,900	(42,116)	(76,421)	34,305	U	81%	
<b>Strategic Aim - Leisure and Cultural Opportunities For All</b>									
South Charnwood Swimming Pool	P. Hogan	(13,500)	(3,700)	293	14,641	(14,348)	O	4897%	Salaries & Wages are overspent by £4,300. Income is lower than budget at P10, Swimming Charges & Special Classes £7,400 & the contribution from the County £5,800, an amendment for this will be made at the year end.
Charnwood Leisure Centre	P. Hogan	64,200	4,500	107,795	100,530	7,265	U	7%	No Financial Comment
Other Recreation Services (quasi SDP)	P. Hogan	162,800	237,800	196,258	190,768	5,490	U	3%	No Financial Comment
Sports Development	P. Hogan	70,100	71,800	61,491	27,860	33,631	U	55%	Various underspends, Wages £12,000, Printing £2,800, Partnership Project £8,000, Coach Education £2,000 Income is higher than budget at P10 by £4,800

## 2003/2004 Budget Monitoring Report for Period Ten (excluding internal recharges & capital charges)

Service Development Plan	Head of Service	Original Budget	Provisional Revised Budget	Profiled Budget to date	Actual to date	Variances against target to date			Notes
		£	£	£	£	£	U/O	%	
Leisure Development	P. Hogan	14,700	27,300	23,532	11,859	11,673	U	50%	Wages are underspent by £5,400 & Facility Hire by £4,600. Income is higher than budget up by £3,000
Parks & Amenity Services	P. Hogan	844,000	722,100	574,525	521,956	52,569	U	9%	Two areas of underspend:- Tree & Grounds Maintenance, claims are not up to date.
Charnwood Museum	P. Hogan	106,600	124,300	109,114	98,665	10,449	U	10%	Main underspends £1,984 Building R&M, Art Work/purchase £2,984, Legal Costs £5,065
Other Museums (quasi SDP)	P. Hogan	26,300	26,000	23,204	21,581	1,623	U	7%	No Financial Comment
Loughborough Town Hall	P. Hogan	303,400	322,800	232,882	188,544	44,338	U	19%	Main underspends:- T001 T Hall Overhead account Salaries £4,181, Metered water charges £1,769, Fix plant/purchase £1,018. T110 T Hall Catering & T120 T Hall Bar, stock take figures for January are not yet included in FMS, (P10 variances £18,497 catering
Arts Development	P. Hogan	71,700	66,900	57,414	36,927	20,487	U	36%	Main underspends are:- salaries £7,184, Consultant fees £6,144, Watermead Festival £2,500, Misc grants £2,500, Detour £1,734
Tourist Information Centre	P. Hogan	56,700	101,200	84,448	85,467	(1,019)	O	1%	No Financial Comment
Community Grants	I. Geary	324,600	335,300	293,700	283,478	10,222	U	3%	Main underspends:- Fearon Hall Building R&M £2,523 & Misc Grants to Voluntary bodies £9,665
Civic Services	J. Bullock	109,000	119,900	102,587	102,129	458	U	0%	No Financial Comment
Electoral Management	J. Bullock	257,800	206,200	190,782	194,544	(3,762)	O	2%	No Financial Comment
<b>Strategic Aim - Leisure and Cultural Opportunities For All</b>		<b>2,398,400</b>	<b>2,362,400</b>	<b>2,058,025</b>	<b>1,878,947</b>	<b>179,078</b>	<b>U</b>	<b>9%</b>	