

**First Budget Monitor for 2007/08**

Directorate: Chief Executive's Department

Finance Manager: Patrick Looker

Period: First Monitor 2007/08

**Income & Expenditure**

**Financial Summary** – Overall Chief Executive's Department is forecast to overspend the directorate revenue budget by £87k during 2007/08. This represents a 0.9% variance on the gross expenditure budget of £9,744k. The budgets include carry forwards agreed at the Executive (General Fund – Provisional Revenue Outturn 26<sup>th</sup> June 2007) as well as additional budgets to fund expenditure due to the process of recruiting a new Chief Executive and costs of funding the 2008 CPA inspection.

**Service Plan Areas** - The table below summarises the outturn position for Chief Executive's Department per service plan area.

Service Plan Area	Approved Budget			Variation		
	Expenditure Budget £(000)	Income Budget £(000)	Net Budget £(000)	Projected Out-turn £(000)	Under /Over £(000)	% of gross budget
Chief Executive	2,226	8	2,218	2,218	0	-0.0
Director of People & Improvement	172	0	172	172	0	-0.0
Human Resources	2,498	2,478	20	97	+77	+3.1
Policy, Improve's and Equalities	731	533	198	195	-3	-0.4
Marketing & Communications	818	833	-15	2	+17	+2.1
Civic, Democratic & Legal	3,299	765	2,534	2,534	0	-0.0
<b>Total</b>	<b>9,744</b>	<b>4,617</b>	<b>5,127</b>	<b>5,242</b>	<b>+91</b>	<b>+0.9</b>

**Variations**

(where forecast outturn is significantly different to the approved estimate)

**Human Resources**Staffing

Projected overspend resulting from temporary costs of interim Head of Human Resources (£+84k). There have also been additional costs due to extra workload pressures in LCCS HR team (£+44k partly offset by additional income below)

Projected surplus from the recruitment pool £-48k

Contract Budgets

Anticipated overspend from the training centre contract (£+22k) offset by additional recharges (£-12k). Forecast overspend re stress counselling (£+4k).

Supplies & Services

Projected overspend on operational budgets within the services £+10k

Income

Additional income from LCCS to fund additional costs within LCCS HR team to cover maternity leave. £-33k

Other minor variations

£+6k

**Human Resources Total** **£+77k** **-4.0%**

**Policy Improvements and Equalities Team**Staffing

Anticipated savings from vacancies within Performance Improvement Team (£-18k), and the Policy Team (£-5k). There are also a saving within the Equalities Team pay costs (£-6k)

Organisational Effectiveness Programme

Additional support required to programme manage the Organisational Effectiveness programme. £+26k

**Policy Improvement and Equalities Team Total** **£-3k** **0.4%**

<b><u>Marketing &amp; Communications</u></b>	Variation		
<u>Print Unit Income</u>			
Forecast shortfall of income against expenditure at the print unit		£+19k	
<u>Marketing Staffing</u>			
Anticipated saving from part year vacancies within the section		£-22k	
<u>Income</u>			
The saving for 2007/08 relating to sponsorship of City Council signs has not been realised. A tender to sponsor all signs was unsuccessful and it is now intended to sponsor on an individual basis.		£+20k	
<b>Marketing &amp; Communications Total</b>		<b>+£17k</b>	<b>+2.1%</b>
<b><u>Civic, Democratic &amp; Legal</u></b>	Variation		
<u>Head of Service</u>			
Following the departure of the Head of Service it is anticipated temporary staffing arrangements and appointment costs will total £40k.		£+40k	
<u>Legal Services</u>			
Savings following the relocation of staff from Kings Court to Guildhall		£-34k	
Cost of temporary staff to support Planning and Childcare matters		£+27k	
Anticipated underspend on Legal consultants budgets		£-22k	
<u>Civic Support</u>			
Cost of revaluation of civic collection		£+5k	
<u>Democratic Support</u>			
Additional cost of Member Allowances resulting from changes to appointments to committees following election		£+37k	
Savings from vacancies within the group		£-23k	
Misc other variances		£+7k	
<u>Electoral Services</u>			
Anticipated savings following CYC elections held in May		£-25k	
Additional unbudgeted costs of Heworth without by-election		£+15k	
<u>Committee Services</u>			
Savings from vacancies held within Scrutiny services		£-27k	
<b>Civic, Democratic &amp; Legal Total</b>		<b>£0k</b>	<b>0%</b>
<b>Chief Executive's Department Projected Variance</b>		<b>£+91k</b>	<b>0.9%</b>