

**CHIEF EXECUTIVE & ORGANISATIONAL DEVELOPMENT TEAM
MONTHLY BUDGET CONTROL REPORT**

MEETING DATE:

27TH NOVEMBER 2013

Purpose

To provide the Chief Officer Finance

- the robustness of budget control and monitoring within Chief Executive and organisational Development team
- to highlight key risks within the directorate
- to identify any mitigation which can be achieved to reduce the impact on the overall Council budget for 2013/14.

Key Messages

- The directorate currently reports an underspend of £58k, a slight reduction in the September position.

1.1 Current Status – Revenue Budget

The current revenue budget position based on the results to the end of October 2013 are summarised in the table below:

Service	Budget Expend £000	Budget (Income) £000	Net Budget £000	Net Forecast Outturn £000	Projected Under / (Over) spend £000
ICT	5,402	(495)	4,907	4,907	
Human Resources	1,437	(132)	1,305	1,305	
Communication & Web	622	(80)	542	542	
Management & Support	217		217	217	
Organisational Development Team	7,678	(707)	6,971	6,971	0
Chief Executive	380	0	380	322	58
Chief Executive & ODT	8,058	(707)	7,351	7,293	58

1.2 Savings Plans – Summary

The total savings for this area total £2.5m made up of the original savings plus additional savings recently identified, as part of the Chief Executive Review.

1.3 Savings Schemes – RED status

All savings are delivered or anticipated excluding £160k. This relates to the changes in the agreed Employment Reward Proposals from 3 days unpaid leave to 2. This is a Council wide savings target and will not be achieved.

1.4 Headlines by Service Area

1.5 Other Risks & Opportunities

The Directorate budget has reduced by £138k since last reported. This reflects the transfer of the Research team budgets to Public Health.

The reduction in underspends reflects the mitigation of in year pressures relating to central printer costs specifically relating to redundant printer costs. There is currently a procurement scheme in progress which identifies £150k reduction in annual printer contract costs which will also help mitigate this pressure in 2013/14 and will lead to budget savings in 2014/15.

Whilst a reduced service level agreement for 2013/14 has been agreed with Hoople in relation to training and is expected to deliver a one off saving of £100k, the impact of this variation is currently being assessed to evaluate any related pressures.