

Consumer Focus Board

Paper 10.1

Title: Management Accounts to end of September 2010

Purpose: For information

Date of meeting: 03 November 2010

Responsible officer: Graham Clark

Prepared by: Graham Clark

Attachments: Management Accounts
Staff Numbers

1 Overview

- 1.1 At the half year stage we are £3k under the phased expenditure budget and £28k better overall after adjusting for income. The summary sheet is attached at Annex 1.
- 1.2 Permanent staff numbers are now down to 179, a reduction of 25 against the budget. Vacancies are 23 as 2 posts are covered by secondments. Summary at Annex 2.
- 1.3 We are now undertaking a mid year forecast but high level numbers indicate that we will achieve the budget overall. The uncertain area will be programme spend which is now behind budget. It is this area which could provide funding for the staff reduction programme we will probably need to implement, once we are informed of our funding levels for 2011/12.

2 Expenditure

- 2.1 **Staff costs** are over budget by £101k with salaries starting to run under budget as vacancies exceed the budgeted levels. Temporary staff costs continue to exceed the budget due to the costs incurred in the first four months, prior to the in year budget reduction taking effect. No actual were known at that point and the budget failed to fully reflect these costs.
- 2.2 **Property costs** are high in the month as we successfully disposed of two further legacy properties, making four this year. The one off premiums have created a significant overspend of £269k in the month and £181k year to date. This will reduce over the coming months as the budgeted running costs of these properties will show as monthly savings.
- 2.3 **Programme costs** are £195k behind the phased budget with the variance primarily split between Energy and Financial Services.
- 2.4 **ICT & Admin costs** are £85k under spent, part phasing and part adjusted priorities.

3 Action for the Board

- 3.1 The Board is asked to **NOTE** the Management Accounts for the six months to the end of September.