

## Consumer Focus Board

Paper 5

**Title:** Management Accounts to end of February 2011

**Purpose:** For information

**Date of meeting:** 30 March 2011

**Responsible officer:** Graham Clark

**Prepared by:** Graham Clark

**Attachments:** Annex A - Management Accounts Summary

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### 1 Overview

- 1.1 With one month remaining we are £410k under the phased expenditure budget with £1.8m remaining to be spent in March. The summary sheet is attached at Annex A.
- 1.2 Permanent staff numbers are now down to 172, with 14 due to leave this month through a combination of leavers, voluntary and compulsory redundancies.
- 1.3 March expenditure will be higher than normal as it will include redundancies £200k, GB programme spend £400k and dilapidations and final payments for Cardiff Capital Tower. We anticipate spending the full grant for this year.

### 2 Expenditure

- 2.1 **Staff costs** are marginally over budget by £40k with salaries continuing to run under budget as vacancies exceed the budgeted levels. Temporary staff costs continue to exceed the budget primarily due to the costs incurred in the first four months and 3 ongoing roles.
- 2.2 **Property costs** in the month are very high due to the abnormal costs for the two office moves and the successful disposal of the London and Cardiff offices are finalised. We are now £174k over budget for the year to date, due to the disposal premiums earlier in the year. Legacy property disposal has been very successful this year with only one property remaining.
- 2.3 **Programme costs** are £624k behind the phased budget with the variance spread across Energy, Public & Community Services and Financial Services. Latest forecasts indicate that we will be only £200k under spent in this area.
- 2.4 **ICT & Admin costs** are £134k under spent, reflecting the reduced IT spend and the simplification of the network arrangements to deliver savings of £200k per annum.

### 3 Action for the Board

- 3.1 The Board is asked to **NOTE** the Management Accounts for the eleven months to the end of February 2011.