

## COMMUNITY SERVICES REVENUE BUDGET MONITORING FOR 2007/08

### 1. Reason for Report

This report provides Members with an overview of forecast performance against budget for Community Services based on income and expenditure to the end of December 2007.

### 2. Report Summary

Community Services is currently forecast to overspend by £319k in 2007/08. This is principally due to a reduction in the budget of £336k for single status. Officers are working to reduce this overspend.

### 3. Glossary of Terms

ESWCS – Education Social Work and Community Services

### 4. Recommendations

Members are asked to note:

4.1 the projected potential overspend of £319k and the reasons for the projected outturn variances; and

4.2 that officers are working on ways to reduce the overspend.

### 5. Corporate Plan Links and Contribution

One of the key principles of the Council is to continue to make financial management a top priority through closely monitoring spending while taking action to reduce council tax increases and achieve value for money. Member involvement and scrutiny of the monitoring is a fundamental element of good financial management.

### 6. Resources/Value for Money Assessment

The budget monitoring process is integral to ensuring sound financial management and is an essential element in the monitoring and review of the Council's resource utilisation and performance.

### 7. Risk Assessment

ESWCS manages its service within the framework set out in the Council's Financial Regulations, Codes and Practice Notes. Routine and regular monitoring, review and development of the Community Services budget allows for informed decision making. The Directorate has a robust Financial Monitoring Procedure in place.

### 8. Consultations

The Group Manager Community Services, Corporate Director of Corporate Services and the Group Manager for Corporate Support and Governance have been consulted on this report and their comments incorporated.

## 9. Background

9.1 For 2007/08 onwards budget development has taken place through Corporate Management Team, Finance Sub Committee, ESWCS Committee and also Full Council, which on 8 February 2007 agreed the level of Council Tax and the overall cash limit for the Council.

9.2 The Community Services cash limit budget for 2007/08 has been set at £10,934k.

## 10. Forecast Performance Against Budget

10.1 As at the end of December monitoring Community Services was predicting an overspend of £319k see **Appendix 1**. Members should note that the Group Manager, Operations Managers and Finance officers are currently exploring options to reduce this forecast deficit.

### 10.2 Cultural Services - £180k adverse

10.2.1 Libraries, Information and Archives is forecasting an income shortfall of £85k, after allowing for the write-off of debts relating to previous years of £30k. This will be offset by savings on staff, property costs and administration which leaves an expected overspend of £25k.

10.2.2 Arts are expected to remain within budget.

10.2.3 Museums are expected to under-spend by £15k due to a vacancy held during the year.

10.2.4 Registration is currently forecasting to overspend by £22k. This is due to an expected shortfall of income of £67k which will be offset by savings elsewhere. Income from the registration of marriages is hard to predict. A large proportion of the income is from statutory registration fees which are set by the Registrar General. Every effort is being made to maximise the number of civil ceremonies held in Dumfries and Galloway and thereby maximise the Council's income.

10.2.5 The overspend on cultural services management is due to the inclusion of single status savings of £148k.

10.2.6 A separate report to this committee addresses the Cultural Services – Savings Implementation Plan Proposals as agreed at Education and Community Services Committee on 29 January 2008 (Item 4: Community Services Budget Savings Proposals 2008/09) subject to a proposed implementation plan for the savings of £24k to be presented to this committee. The savings proposals relate to rationalisation of administrative/clerical staffing within Cultural Services.

### 10.3 Leisure and Sport - £139k adverse

10.3.1 Facilities in the east of the region are expected to overspend by £56k. This is due to a shortfall of income at Dumfries Swimming Pool and increased energy costs.

10.3.2 Facilities in the west of the region are forecast to under-spend by £19k due to higher than budgeted income and savings on supplies and services.

10.3.3 Outdoor activities provision across the region is in the process of reorganisation to provide a more efficient, effective and economic method of service delivery. This will see staff currently employed on Teachers terms and conditions of

---

service being phased back into schools and being replaced by coaches on APT&C conditions. This will result in a saving of £15k in 2007/08. Members agreed at Education and Community Services Committee on 29 January 2008 (Item 4 Community Services Budget Savings Proposals 2008/09) to a further restructure within Leisure and Sport which will see the outdoor activities service being managed on an area basis. This will result in a saving of £35k in 2008/09.

10.3.4 Sports development is projecting an underspend of £47k due to a reduction in swimming provision following the closure of Dumfries Swimming Pool and a number of staff vacancies across the service.

10.3.5 The overspend of £165k against strategic management is due to the inclusion of single status savings of £173k offset by increased income from Profiles memberships.

10.3.6 DG One is currently expected to remain within budget. Whilst the delay in opening the facility will result in loss of income, this will be met from a central provision and expected liquidated damages from the contractor. The matter is the subject of on-going reports to the Dumfries and Galloway Leisure Complex Ad Hoc Sub Committee.

#### 10.4 Management Support Services

Management Support is currently forecast to deliver within budget.

Richard Fox Finance Officer Financial Services  Date of Report: 18 February 2008	Paul Garrett Acting Director of Finance Financial Services Carruthers House, English Street DUMFRIES, DG1 2HP
--	---

#### APPENDICES – 1

**EDUCATION & COMMUNITY SERVICES  
DETAILED BUDGET MONITORING REPORT**

**COMMUNITY SERVICES**

**Leisure and Sport**

**Strategic**

**East**

**West**

**Active Schools**

**Outdoor Ed**

**Sports Development**

**Cultural Services**

**Libraries**

**Arts**

**Museums**

**Registration of Births,Deaths & Marriages**

**Cultural Services Management**

**Management Support**

**Total Community Services Sector**

	2006/2007 Actual Out-turn £	2007/2008 Budget £	2007/2008 Actual Expenditure to End December 07 £	2007/2008 Projected Out-turn £	2007/2008 Projected Out-turn variance £
Strategic	483,788	423,025	32,232	587,625	164,600
East	2,709,155	2,783,234	1,594,298	2,839,368	56,134
West	2,062,093	2,088,844	1,186,033	2,069,293	-19,551
Active Schools	8,655	13,217	-356,322	13,217	0
Outdoor Ed	99,786	75,868	286,171	60,817	-15,051
Sports Development	461,075	522,334	286,596	474,926	-47,408
	5,824,552	5,906,522	3,009,008	6,045,246	138,724
Libraries	2,865,120	2,969,164	1,550,790	2,993,857	24,693
Arts	641,722	608,653	353,095	608,653	0
Museums	1,146,714	1,178,050	755,936	1,163,404	-14,646
Registration of Births,Deaths & Marriages	-3,776	-69,145	-271,783	-47,145	22,000
Cultural Services Management	-75,554	-236,692	47,244	-88,139	148,553
	4,574,227	4,450,030	2,435,282	4,630,630	180,600
Management Support	860,218	577,200	241,922	577,200	0
<b>Total Community Services Sector</b>	<b>11,258,997</b>	<b>10,933,752</b>	<b>5,686,212</b>	<b>11,253,076</b>	<b>319,324</b>

**COMMUNITY SERVICES - Subjective Analysis**

**Employees**

**Property Costs**

**Supplies & Service**

**Transport**

**Administration**

**Apportioned Expens**

**Payments to Agenci**

**Transfer Payments**

**Capital Financing**

**Income**

	2006/2007 Actual Out-turn £	2007/2008 Budget £	2007/2008 Actual Expenditure to End December 07 £	2007/2008 Projected Out-turn £	2007/2008 Projected Out-turn variance £
Employees	8,151,291	8,155,036	5,850,750	8,062,839	-92,197
Property Costs	1,863,950	2,110,513	1,165,463	2,101,263	-9,250
Supplies & Service	1,431,482	1,001,218	783,573	1,244,946	243,728
Transport	262,585	335,248	184,696	305,248	-30,000
Administration	472,639	439,666	267,955	423,166	-16,500
Apportioned Expens	1,291,989	1,244,070	27,245	1,244,070	0
Payments to Agenci	831,999	829,297	561,513	829,297	0
Transfer Payments	522,995	473,872	437,041	473,872	0
Capital Financing	1,410,482	1,408,195	0	1,408,195	0
Income	-4,980,415	-5,063,363	-3,592,024	-4,839,820	223,543
	11,258,997	10,933,752	5,686,212	11,253,076	319,324