

Service	Corporate Services, LGSS Managed and LGSS Cambridge Office
Subject	Finance Monitoring Report – October 2019
Date	

Appendix 1

KEY INDICATORS

Previous Status	Category	Target	Current Status	Section Ref.
N/A	Income and Expenditure	Balanced year end position	Green	2.1 – 2.4
N/A	Capital Programme	Remain within overall resources	Green	3.2

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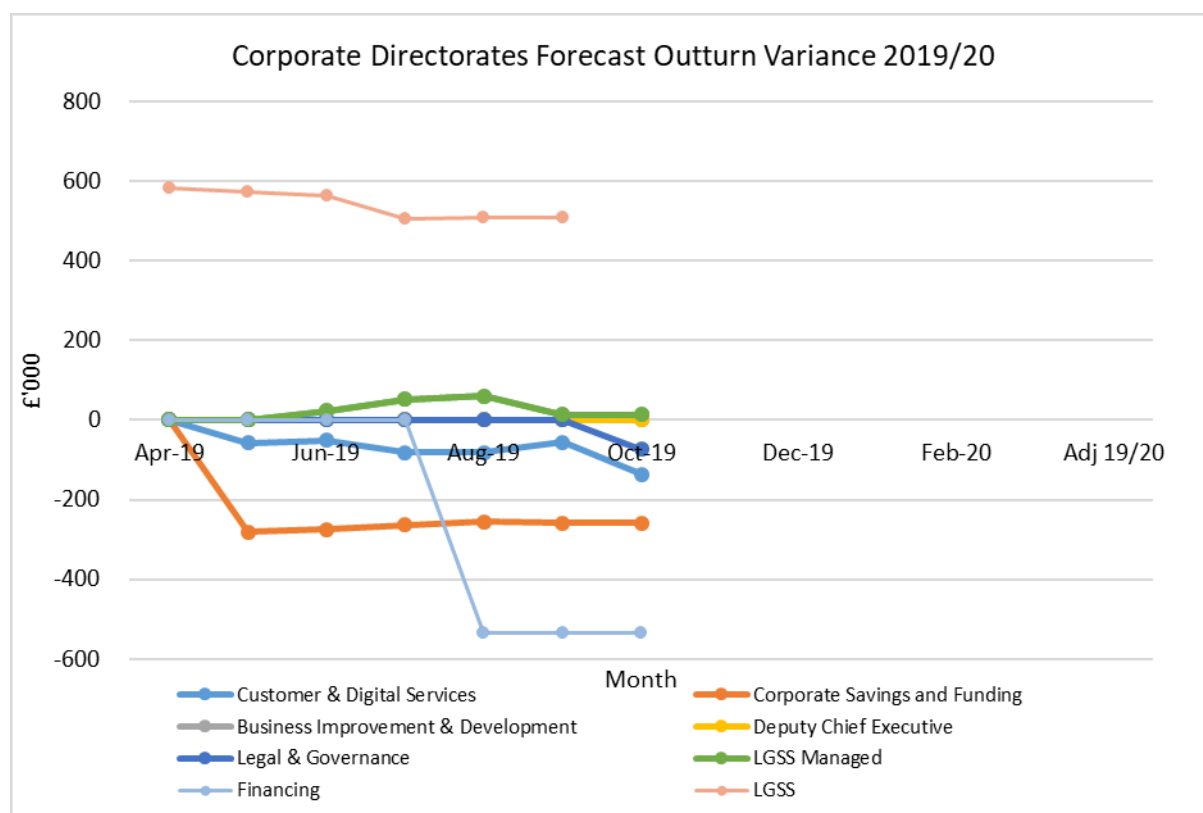
Section	Item	Description	Page
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Appx 1	Service Level Financial Information	Detailed financial tables for Corporate Services and LGSS Managed	7-8
Appx 2	Service Commentaries	Detailed notes on financial position of services that are predicting not to achieve their budget	9-10
Appx 3	Capital Position	This will contain more detailed information about Corporate Services and LGSS Managed' Capital programme, including funding sources and variances from planned spend.	11-13
Appx 4	Savings Tracker*	Each quarter, the Council's savings tracker is produced to give an update of the position of savings agreed in the business plan.	14-15
Appx 5	Technical Appendix*	Twice yearly, this will contain technical financial information for Corporate Services and LGSS managed showing: <ul style="list-style-type: none"> • Grant income received • Budget virements into or out of Corporate Services • Service reserves 	16-20
Appx 6	Service Level Financial information	Detailed financial table for LGSS Cambridge Office	21
Appx 7	Service commentaries	Detailed notes on financial position of LGSS Cambridge Office that are predicting not to achieve their budget	22

Appx 8	Technical Appendix*	This will contain technical financial information for LGSS Cambridge Office: <ul style="list-style-type: none"> • Grant income received • Budget virements into or out of LGSS Cambridge Office • Service reserves 	23
*These appendices are not included each month as the information does not change as regularly			

1. Revenue Executive Summary

1.1 Overall Position

Corporate Services, Financing costs and LGSS Managed is forecasting an underspend of £988k at the end of October, an increase of £154k since September.



1.2 Summary of Revenue position by Directorate

Forecast Variance Outturn (previous) £'000	Directorate	Budget 2019 £'000	Actual £'000	Outturn Variance £'000	Outturn Variance %	Status
-55	Customer & Digital Services	7,021	4,228	-136	-1.9%	Green
-259	Corporate Savings & Funding	496	0	-259	-52.2%	Green
0	Business Improvement & Development	1,013	1,926	-0	0.0%	Green
0	Deputy Chief Executive	2,139	1,057	-0	0.0%	Green
0	Legal & Governance	1,540	836	-73	-4.8%	Green
-534	Financing Costs	27,558	3,483	-534	-1.9%	Green
14	LGSS Managed	13,149	10,053	14	0.1%	Green
-834	Total	52,916	21,583	-988	-1.9%	

The service level budgetary control report for Corporate Services, Financing Costs and LGSS Managed for October 2019 can be found in [appendix 1](#).

The service level budgetary control report for LGSS Cambridge Office for September 2019 can be found in [appendix 6](#). Pressures and deficits within LGSS Operational budgets are the responsibility of the Joint Committee. Formal risk sharing arrangements are in place such that changes in service or financing impacting one partner are isolated from impacting other partners. In practice, this means that where there is risk (or additional requirements for) in-year savings for back-office services shared with or facing Northamptonshire County Council or Milton Keynes Council, these do not impact on the service received by Cambridgeshire County Council or impact any overspend to be handled by CCC.

Further analysis can be found in [appendix 2](#) for Corporate Services and [appendix 7](#) for LGSS Cambridge Office.

The appendices are published online only and not printed for Committee.

1.3 Significant Issues

At the end of October 2019, the overall Corporate Services and LGSS Managed position is an underspend of £988k, around -£1.9% of budget

Significant issues are details below:

Customer & Digital Services

Corporate and Customer Services budgets are currently predicting an underspend of £136k, which is an increase of £81k from the previous forecast. This is mainly due to an increase of £52k in the forecast underspend for IT & Digital Services and £57k underspend from vacancies in Customer Services; offset by a small overspend in Information Management.

There are no new exceptions to report this month.

Corporate Savings and Funding

Corporate Savings and Funding budgets are currently predicting an underspend of £259k, which is the same as the previous forecast.

There are no new exceptions to report this month.

Business Improvement & Development

Business Improvement & Development budgets are currently predicting a balanced position, which is the same as the last month.

There are no new exceptions to report this month.

Resources Directorate

Resources Directorate budgets are currently predicting a balanced position, which is the same as the last month. At Joint Committee on 26th July 2019 it was agreed that from 1st October 2019 Professional Finance Services will repatriate to Cambridgeshire County Council.

There are no new exceptions to report this month.

Legal and Governance

The Legal and Governance budget is currently predicting an underspend of £73k. This is mainly due to additional income in Democratic & Members' Services from the Combined Authority, Fire, and Education Finance, and underspends on printing and general office costs. At Joint Committee on 26th July 2019 it was agreed that from 1st October 2019 Democratic Support Services will repatriate to Cambridgeshire County Council.

LGSS Managed

LGSS Managed budgets are currently predicting an overspend of 14k, which is the same as the previous forecast.

There are no new exceptions to report this month.

Financing Costs

The Financing Costs budget is currently predicting an underspend of £534k, which is the same as the previous forecast.

There are no new exceptions to report this month.

LGSS Cambridge Office

LGSS Cambridge Office budgets are currently predicting an overspend of £509k, which is the same as the previous forecast.

There are no new exceptions to report this month.

2. Capital Executive summary

2019/20 In Year Pressures/Slippage

At the end of October 2019 the capital programme forecast is on budget.

Corporate Services and Transformation schemes have a capital budget of £7.5m in 2019/20 and there is expenditure of £2.8m to date. The total scheme forecast is on budget.

There are no new material exceptions to report this month.

LGSS Managed has a capital budget of £2.3m in 2019/20 and there is expenditure of £2.1m to date. The total scheme forecast is on budget.

The IT Infrastructure Refresh budget is forecasting an in-year underspend of £298k. This budget has been rephased to address anticipated requirements for IT Infrastructure in future years. This will reduce the prudential borrowing requirement in year by £298k.

Details of the currently forecasted capital variances and funding can be found in [appendix 3](#).

3. Savings Tracker Summary

The savings tracker is produced quarterly, and the latest savings tracker can be found in [appendix 4](#).

4. Technical Notes

On a biannual basis, a technical financial appendix will be included as [appendix 5](#) for Corporate Services and [appendix 8](#) for LGSS Cambridge office.

This appendix will cover:

- Grants that have been received by the service, and where these have been more or less than expected
- Budget movements (virements) into or out of corporate services and LGSS Managed from other services (but not within corporate services and LGSS Managed), to show why the budget might be different from that agreed by Full Council
- Service reserves – funds held for specific purposes that may be drawn down in-year or carried-forward – including use of funds and forecast draw-down.

The appendices to this report can be viewed in the [online](#) version of the report.