

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

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

CONTENTS

Section	Item	Description
1	Revenue Executive Summary	High level summary of information: By Directorate Narrative on key issues in revenue financial position
2	Capital Executive Summary	Summary of the position of the Capital programme within Corporate Services and LGSS Managed
3	Savings Tracker Summary	Summary of the latest position on delivery of savings
4	Technical Note	Explanation of technical items that are included in some reports
Appx 1	Service Level Financial Information	Detailed financial tables for Corporate Services and LGSS Managed
Appx 2	Service Commentaries	Detailed notes on financial position of services that are predicting not to achieve their budget
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.
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.
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
Appx 6	Service Level Financial information	Detailed financial table for LGSS Cambridge Office
Appx 7	Service commentaries	Detailed notes on financial position of LGSS Cambridge Office that are predicting not to achieve their budget
Appx 8	Technical Appendix*	This will contain technical financial information for LGSS Cambridge Office: <ul style="list-style-type: none"> • Grant income received

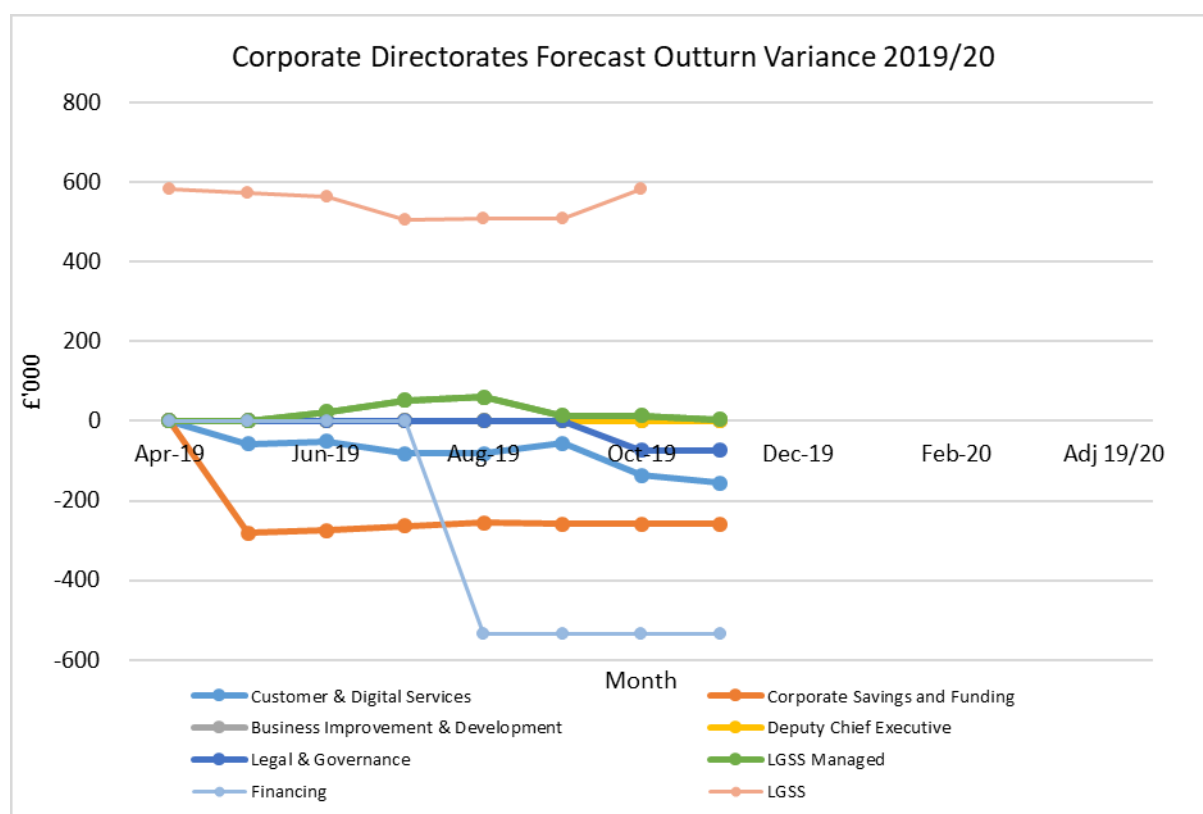
		<ul style="list-style-type: none"> Budget virements into or out of LGSS Cambridge Office Service reserves
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**These appendices are not included each month as the information does not change as regularly*

1. Revenue Executive Summary

1.1 Overall Position

Corporate Services, Financing costs and LGSS Managed is forecasting an underspend of £1,017k at the end of November, an increase of £29k since October.



1.2 Summary of Revenue position by Directorate

Outturn Variance (October 19) £'000	Directorate	Budget £'000	Actual £'000	Outturn Variance £'000	Outturn Variance %	Status
-136	Customer & Digital Services	6,802	4,782	-155	-2.3%	Green
-259	Corporate Savings & Funding	758	0	-259	-34.2%	Green
-0	Business Improvement & Development	969	913	-0	0.0%	Green
-0	Deputy Chief Executive	2,139	1,404	0	0.0%	Green
-73	Legal & Governance	1,540	970	-73	-4.8%	Green
-534	Financing Costs	27,558	3,960	-534	-1.9%	Green
14	LGSS Managed	13,149	10,274	4	0.0%	Green
-988	Total	52,916	22,303	-1,017	-1.9%	

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

The service level budgetary control report for LGSS Cambridge Office for October 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 November 2019, the overall Corporate Services and LGSS Managed position is an underspend of £1,017k, around -£1.9% of budget

Significant issues are details below:

Customer & Digital Services

Corporate and Customer Services budgets are currently predicting an underspend of £155k, which is an increase of £19k from the previous forecast. This is mainly due to an increase of £47k in the forecast underspend in Communication & Information and £13k in Director, Customer & Digital Services; offset by a decreased underspend in IT & Digital Services.

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.

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 & Member Services from the Combined Authority, Fire, and Education Finance, and underspends on printing and general office costs

LGSS Managed

LGSS Managed budgets are currently predicting an overspend of 4k, which is a decrease of £10k from last month.

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 £582k, which is an increase of £73k from last month. This is due to the repatriation of Democratic & Member Services, which was reporting an underspend of £73k, into Cambridgeshire County Council from LGSS.

There are no new exceptions to report this month.

2. Capital Executive summary

2019/20 In Year Pressures/Slippage

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

Corporate Services and Transformation schemes have a capital budget of £7.8m in 2019/20 and there is expenditure of £3.3m to date. The total scheme forecast is on budget.

In March 2019 GPC approved capital expenditure of £300k for a loan to Viva Arts for capital expenditure on the Soham Mill project. This will increase the Prudential Borrowing requirement by £300k.

LGSS Managed has a capital budget of £2.3m in 2019/20 and there is expenditure of £2.4m to date (this is due to expenditure on EastNet which will be recovered from partners). The total scheme forecast is on budget.

There are no new material exceptions to report this month.

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.