

Finance and Resources Committee

10.00am, Friday, 6th December 2019

Chief Executive - Revenue Budget Monitoring 2019/20 Half Year position

Executive/routine Wards Council Commitments	Routine City-wide
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1. Recommendations

- 1.1 It is recommended that the Finance and Resources Committee notes that the forecast outturn is in line with the approved revenue budget for the Chief Executive's services for 2019/20.

Andrew Kerr

Chief Executive

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Finance and Resources Committee

Chief Executive - Revenue Budget Monitoring 2019/20 - Half Year position

2. Executive Summary

- 2.1 The report sets out the projected six-month revenue budget monitoring position for Chief Executive's services, based on actual expenditure and income to the end of June 2019 and expenditure and income projections for the remainder of the financial year.
- 2.2 Chief Executive's services are projecting expenditure and income within the approved budget for 2019/20. Chief Executive's services will continue to progress delivery of all approved savings, to achieve outturn expenditure in line with the approved revenue budget for 2019/20.

3. Background

- 3.1 The Council's Financial Regulations require submission of quarterly monitoring reports on service financial performance to the Finance and Resources Committee.
- 3.2 This report advises on the current outturn projection for Chief Executive's services for 2019/20, based on the position after six months of the financial year.

4. Main report

- 4.1 The Chief Executive's services revenue budget for 2019/20 is £9.023m. The budget includes the cost of the Chief Executive's office and the Strategy and Communications services.
- 4.2 The period six projection is for expenditure and income to be in line with the approved revenue budget for 2019/20. An analysis of the projection by service is provided in Appendix 1.
- 4.3 The revenue budget approved by Council on 21 February 2019 required Chief Executive's services to achieve savings of £0.286m in 2019/20. Chief Executive's services budget also includes a savings target of £0.5m, planned to be achieved through a reduction in senior management costs. All planned savings for Chief

Executive's services are forecast to be achieved in 2019/20. An assessment of the achievement of savings targets is detailed in Appendix 2.

- 4.4 Senior Management savings of £0.257m (51%) have been achieved to date and are classified as 'Green' with the remaining balance of £0.243m being progressed and therefore classified as 'Amber', with work ongoing to identify the additional savings required.

5. Next Steps

- 5.1 Continuing work to manage financial risks and take timely remedial action, where any adverse variance become apparent.

6. Financial impact

- 6.1 The report forecasts expenditure and income to be in line with the approved revenue budget for 2019/20. Attainment of a balanced position is the subject of continuing work to identify mitigating measures, active management of financial risks and taking timely remedial action, where any adverse variances become apparent.

7. Stakeholder/Community Impact

- 7.1 There is no direct relevance to the report's contents. The Council undertook a budget engagement exercise when developing the 2019/20 revenue budget.
- 7.2 There is no direct relevance of the report's contents to impacts on carbon, adaptation to climate change and sustainable development. The Council's revenue budget includes expenditure impacting upon carbon, adaptation to climate change and contributing to sustainable development. In addition, all budget proposals are now subject to an upfront assessment across these areas.

8. Background reading/external references

- 8.1 [Chief Executive - Revenue Budget Monitoring 2019/20 - Month Three position - report to Finance and Resources Committee 15 August 2019](#)

9. Appendices

9.1 Appendix 1 - Chief Executive's services:

- Revenue Budget Monitoring 2019/20 - Month Six position
- Revenue Budget Savings and Pressures 2019/20.

Appendix 1

Chief Executive's services

Revenue Budget Monitoring 2019/20

Month Six position

1. Forecast Revenue Outturn by Service

	Revised Budget	Projected Outturn	Projected Variance	Adverse / Favourable
	£'000	£'000	£'000	
Chief Executive	257	257	0	-
Strategy and Communications	9,266	9,266	0	-
Senior Management Council-wide savings target	(500)	(500)	0	-
Total Net Expenditure	9,023	9,023	0	-

2. Revenue Budget Savings 2019/20

Division	Saving Description	2019/20 £'000	Red/Amber/Green assessment
Strategy and Communications	Funding the Edinburgh Partnership and Third Sector Interface	40	
Strategy and Communications	Reduce capacity in Strategy and Communications	200	
Strategy and Communications	1.55% efficiency saving	46	
	TOTAL	286	

Council-Wide Savings Target		
Senior Management (total of £0.5m)	257	
	243	
Council-Wide Savings Targets	500	