

WEST DUNBARTONSHIRE COUNCIL
 VENUE BUDGETARY CONTROL 2018/19
 CORPORATE SERVICES SUMMARY

APPENDIX 1

MONTH END DATE **31 December 2018**

Service / Subjective Summary	Total Budget 2018/19	Spend to Date 2018/19	Forecast Spend	Variance 2018/19	Annual RAG Status	
	£000	£000	£000	£000	%	
Audit	203	296	201	(2)	-1%	↑
Finance	1,422	1,224	1,444	22	2%	↓
Rent Rebates & Allowances	21	7,736	21	0	0%	→
Revenues & Benefits	2,117	1,705	2,085	(32)	-2%	↑
Finance Business Centre	305	189	286	(19)	-6%	↑
Cost of Collection of Rates	18	11	25	7	39%	↓
Cost of Collection of Council Tax	(771)	(209)	(761)	10	1%	↓
Procurement	597	734	610	13	2%	↓
Democratic and Registration Service	663	483	653	(10)	-2%	↑
Central Admin Support	2,450	1,761	2,430	(20)	-1%	↑
Environmental Health/ Trading Standards	716	490	707	(9)	-1%	↑
Licensing	(175)	(167)	(182)	(7)	-4%	↑
Legal Services	894	711	858	(36)	-4%	↑
Planning	524	211	407	(117)	-22%	↑
Transactional Services	650	484	681	31	5%	↓
Human Resources (including risk)	1,202	814	1,167	(35)	-3%	↑
Information Services	3,642	3,116	3,644	2	0%	↓
Change Support	362	250	361	(1)	0%	↑
Communications & Marketing	365	258	354	(11)	-3%	↑
Citizen Services	1,240	857	1,186	(54)	-4%	↑
Performance & Strategy	318	213	314	(4)	-1%	↑
Clydebank Town Hall	296	241	257	(39)	-13%	↑
Office Accommodation	1,421	924	1,463	42	3%	↓
Libraries	1,689	1,093	1,647	(42)	-2%	↑
Arts and Heritage	466	372	458	(8)	-2%	→
Total Net Expenditure	20,635	23,797	20,316	(319)	-1.55%	↑

PERIOD 31 December 2018

Service Summary	Total Budget 2018/19	YTD Spend 2018/19	Forecast Spend 2018/19	Variance 2018/19	RAG Status	
All Services	£000	£000	£000	£000	%	
Employee	18,662	13,258	18,478	(163)	-1%	↑
Property	1,588	1,071	1,658	(7)	0%	↑
Transport and Plant	78	43	65	(13)	-17%	↑
Supplies, Services and Admin	2,888	2,381	3,021	147	5%	↓
Payments to Other Bodies	49,602	35,284	49,591	(11)	0%	↑
Other	0	0	0	0	0%	→
Gross Expenditure	72,819	52,037	72,813	(48)	0%	↑
Income	(52,650)	(28,612)	(52,955)	(305)	-1%	↑
Net Expenditure	20,169	23,425	19,858	(353)	-2%	↑
Audit	£000	£000	£000	£000	%	
Employee	427	299	423	(4)	-1%	↑
Property	0	0	0	0	0%	→
Transport and Plant	1	1	1	0	0%	→
Supplies, Services and Admin	2	4	5	3	150%	↓
Payments to Other Bodies	8	10	10	2	25%	↓
Other	0	0	0	0	0%	→
Gross Expenditure	438	314	439	1	0%	↓
Income	(235)	(18)	(238)	(3)	-1%	↑
Net Expenditure	203	296	201	(2)	-1%	↑
Finance	£000	£000	£000	£000	%	
Employee	1,597	1,214	1,648	51	3%	↓
Property	0	0	0	0	0%	→
Transport and Plant	1	1	1	0	0%	→
Supplies, Services and Admin	10	7	9	(1)	-10%	↑
Payments to Other Bodies	2	2	2	0	0%	→
Other	0	0	0	0	0%	→
Gross Expenditure	1,610	1,224	1,660	50	3%	↓
Income	(188)	0	(216)	(28)	-15%	↑
Net Expenditure	1,422	1,224	1,444	22	2%	↓
Rent Rebates & Allowances	£000	£000	£000	£000	%	
Employee	0	0	0	0	0%	→
Property	0	0	0	0	0%	→
Transport and Plant	0	0	0	0	0%	→
Supplies, Services and Admin	0	0	0	0	0%	→
Payments to Other Bodies	47,970	34,236	47,970	0	0%	→
Other	0	0	0	0	0%	→
Gross Expenditure	47,970	34,236	47,970	0	0%	→
Income	(47,949)	(26,500)	(47,949)	0	0%	→
Net Expenditure	21	7,736	21	0	0%	→
Revenues & Benefits	£000	£000	£000	£000	%	
Employee	1,932	1,382	1,904	(28)	-1%	↑
Property	0	0	0	0	0%	→
Transport and Plant	7	6	9	2	21%	↓
Supplies, Services and Admin	31	43	51	20	62%	↓
Payments to Other Bodies	838	661	838	(0)	0%	↑
Other	0	0	0	0	0%	→
Gross Expenditure	2,809	2,092	2,802	(7)	0%	↑
Income	(692)	(387)	(717)	(25)	-4%	↑
Net Expenditure	2,117	1,705	2,085	(32)	-2%	↑

PERIOD 31 December 2018

Service Summary	Total Budget 2018/19	YTD Spend 2018/19	Forecast Spend 2018/19	Variance 2018/19		RAG Status
	£000	£000	£000	£000	%	
Finance Business Centre						
Employee	254	168	234	(20)	-8%	↑
Property	0	0	0	0	0%	→
Transport and Plant	0	0	0	0	0%	→
Supplies, Services and Admin	51	21	52	1	2%	↓
Payments to Other Bodies	0	0	0	0	0%	→
Other	0	0	0	0	0%	→
Gross Expenditure	305	189	286	(19)	-6%	↑
Income	0	0	0	0	0%	→
Net Expenditure	305	189	286	(19)	-6%	↑
Cost of Collection of Rates						
Employee	0	0	0	0	0%	→
Property	0	0	0	0	0%	→
Transport and Plant	0	0	0	0	0%	→
Supplies, Services and Admin	9	11	12	3	33%	↓
Payments to Other Bodies	94	0	98	4	4%	↓
Other	0	0	0	0	0%	→
Gross Expenditure	103	11	110	7	7%	↓
Income	(85)	0	(85)	0	0%	→
Net Expenditure	18	11	25	7	39%	↓
Cost of Collection of Council Tax						
Employee	0	0	0	0	0%	→
Property	0	0	0	0	0%	→
Transport and Plant	0	0	0	0	0%	→
Supplies, Services and Admin	74	40	85	11	15%	↓
Payments to Other Bodies	39	28	38	(1)	-3%	↑
Other	0	0	0	0	0%	→
Gross Expenditure	113	68	123	10	9%	↓
Income	(884)	(277)	(884)	0	0%	→
Net Expenditure	(771)	(209)	(761)	10	-1%	↓
Procurement						
Employee	949	698	972	23	2%	↓
Property	0	0	0	0	0%	→
Transport and Plant	1	0	0	(1)	-100%	↑
Supplies, Services and Admin	14	2	6	(8)	-57%	↑
Payments to Other Bodies	69	68	68	(1)	-1%	↑
Other	0	0	0	0	0%	→
Gross Expenditure	1,033	768	1,046	13	1%	↓
Income	(436)	(34)	(436)	0	0%	→
Net Expenditure	597	734	610	13	2%	↓
Democratic and Registration Service						
Employee	769	550	759	(10)	-1%	↑
Property	0	0	0	0	0%	→
Transport and Plant	2	1	2	0	0%	→
Supplies, Services and Admin	10	9	13	3	30%	↓
Payments to Other Bodies	0	0	0	0	0%	→
Other	0	0	0	0	0%	→
Gross Expenditure	781	560	774	(7)	-1%	↑
Income	(118)	(77)	(121)	(3)	-3%	↑
Net Expenditure	663	483	653	(10)	-2%	↑

PERIOD 31 December 2018

Service Summary	Total Budget 2018/19	YTD Spend 2018/19	Forecast Spend 2018/19	Variance 2018/19		RAG Status
Central Admin Support	£000	£000	£000	£000	%	
Employee	2,424	1,742	2,404	(20)	-1%	↑
Property	0	0	0	0	0%	→
Transport and Plant	2	1	2	0	0%	→
Supplies, Services and Admin	24	18	24	0	0%	→
Payments to Other Bodies	0	0	0	0	0%	→
Other	0	0	0	0	0%	→
Gross Expenditure	2,450	1,761	2,430	(20)	-1%	↑
Income	0	0	0	0	0%	→
Net Expenditure	2,450	1,761	2,430	(20)	-1%	↑
Environmental Health/ Trading Standards	£000	£000	£000	£000	%	
Employee	814	603	843	29	4%	↓
Property	9	6	9	0	0%	→
Transport and Plant	17	8	12	(5)	-29%	↑
Supplies, Services and Admin	29	11	28	(1)	-3%	↑
Payments to Other Bodies	78	41	83	5	6%	↓
Other	0	0	0	0	0%	→
Gross Expenditure	947	669	975	28	3%	↓
Income	(231)	(179)	(268)	(37)	-16%	↑
Net Expenditure	716	490	707	(9)	-1%	↑
Licensing	£000	£000	£000	£000	%	
Employee	189	141	196	7	4%	↓
Property	0	0	0	0	0%	→
Transport and Plant	1	0	0	(1)	-100%	↑
Supplies, Services and Admin	5	10	12	7	140%	↓
Payments to Other Bodies	8	0	8	0	0%	→
Other	0	0	0	0	0%	→
Gross Expenditure	203	151	216	13	6%	↓
Income	(378)	(318)	(398)	(20)	-5%	↑
Net Expenditure	(175)	(167)	(182)	(7)	4%	↑
Legal Services	£000	£000	£000	£000	%	
Employee	1,050	724	1,013	(37)	-4%	↑
Property	0	0	0	0	0%	→
Transport and Plant	5	2	3	(2)	-40%	↑
Supplies, Services and Admin	18	8	19	1	6%	↓
Payments to Other Bodies	2	1	4	2	100%	↓
Other	0	0	0	0	0%	→
Gross Expenditure	1,075	735	1,039	(36)	-3%	↑
Income	(181)	24	181	0	0%	→
Net Expenditure	894	711	858	(36)	-4%	↑
Planning	£000	£000	£000	£000	%	
Employee	948	666	953	5	1%	↓
Property	0	0	0	0	0%	→
Transport and Plant	6	2	3	(3)	-50%	↑
Supplies, Services and Admin	35	32	54	19	54%	↓
Payments to Other Bodies	167	52	167	0	0%	→
Other	0	0	0	0	0%	→
Gross Expenditure	1,156	752	1,177	21	2%	↓
Income	(632)	(541)	(770)	(138)	-22%	↑
Net Expenditure	524	211	407	(117)	-22%	↑

PERIOD 31 December 2018

Service Summary	Total Budget 2018/19	YTD Spend 2018/19	Forecast Spend 2018/19	Variance 2018/19	RAG Status	
Transactional Services	£000	£000	£000	£000	%	
Employee	663	495	694	31	5%	↓
Property	0	0	0	0	0%	→
Transport and Plant	0	0	0	0	0%	→
Supplies, Services and Admin	9	4	9	0	0%	→
Payments to Other Bodies	0	0	0	0	0%	→
Other	0	0	0	0	0%	→
Gross Expenditure	672	499	703	31	5%	↓
Income	(22)	(15)	(22)	0	0%	→
Net Expenditure	650	484	681	31	5%	↓
Human Resources (including risk)	£000	£000	£000	£000	%	
Employee	919	642	902	(17)	-2%	↑
Property	0	0	0	0	0%	→
Transport and Plant	3	2	3	0	0%	→
Supplies, Services and Admin	4	4	5	1	25%	↓
Payments to Other Bodies	276	166	257	(19)	-7%	↑
Other	0	0	0	0	0%	→
Gross Expenditure	1,202	814	1,167	(35)	-3%	↑
Income	0	0	0	0	0%	→
Net Expenditure	1,202	814	1,167	(35)	-3%	↑
Information Services	£000	£000	£000	£000	%	
Employee	1,868	1,320	1,845	(23)	-1%	↑
Property	0	0	0	0	0%	→
Transport and Plant	4	2	3	(1)	-25%	↑
Supplies, Services and Admin	2,107	1,875	2,134	27	1%	↓
Payments to Other Bodies	11	5	11	0	0%	→
Other	0	0	0	0	0%	→
Gross Expenditure	3,990	3,202	3,993	3	0%	↓
Income	(348)	(86)	(349)	(1)	0%	↑
Net Expenditure	3,642	3,116	3,644	2	0%	↓
Change Support	£000	£000	£000	£000	%	
Employee	365	264	401	36	10%	↓
Property	0	0	0	0	0%	→
Transport and Plant	1	0	0	(1)	-100%	↑
Supplies, Services and Admin	0	1	1	1	0%	↓
Payments to Other Bodies	0	0	0	0	0%	→
Other	0	0	0	0	0%	→
Gross Expenditure	366	265	402	36	10%	↓
Income	(4)	(15)	(41)	(37)	-925%	↑
Net Expenditure	362	250	361	(1)	0%	↑

PERIOD 31 December 2018

Service Summary	Total Budget 2018/19	YTD Spend 2018/19	Forecast Spend 2018/19	Variance 2018/19		RAG Status
Communications & Marketing	£000	£000	£000	£000	%	
Employee	342	254	352	10	3%	↓
Property	0	0	0	0	0%	→
Transport and Plant	1	0	1	0	0%	→
Supplies, Services and Admin	22	8	20	(2)	-9%	↑
Payments to Other Bodies	3	0	0	(3)	-100%	↑
Other	0	0	0	0	0%	→
Gross Expenditure	368	262	373	5	1%	↓
Income	(3)	(4)	(19)	(16)	-533%	↑
Net Expenditure	365	258	354	(11)	-3%	↑
Citizen Services	£000	£000	£000	£000	%	
Employee	1,220	832	1,160	(60)	-5%	↑
Property	4	2	0	(4)	-100%	↑
Transport and Plant	2	5	7	5	250%	↓
Supplies, Services and Admin	13	18	19	6	46%	↓
Payments to Other Bodies	1	0	0	(1)	-100%	↑
Other	0	0	0	0	0%	→
Gross Expenditure	1,240	857	1,186	(54)	-4%	↑
Income	0	0	0	0	0%	→
Net Expenditure	1,240	857	1,186	(54)	-4%	↑
Performance & Strategy	£000	£000	£000	£000	%	
Employee	284	200	283	(1)	0%	↑
Property	0	0	0	0	0%	→
Transport and Plant	1	0	0	(1)	-100%	↑
Supplies, Services and Admin	17	0	15	(2)	-12%	↑
Payments to Other Bodies	16	13	16	0	0%	→
Other	0	0	0	0	0%	→
Gross Expenditure	318	213	314	(4)	-1%	↑
Income	0	0	0	0	0%	→
Net Expenditure	318	213	314	(4)	-1%	↑
Clydebank Town Hall	£000	£000	£000	£000	%	
Employee	291	171	245	(46)	-16%	↑
Property	156	143	165	9	6%	↓
Transport and Plant	0	0	0	0	0%	→
Supplies, Services and Admin	57	38	60	3	5%	↓
Payments to Other Bodies	0	0	0	0	0%	→
Other	0	0	0	0	0%	→
Gross Expenditure	504	352	470	(34)	-7%	↑
Income	(208)	(111)	(213)	(5)	-2%	↑
Net Expenditure	296	241	257	(39)	-13%	↑
Office Accomodation	£000	£000	£000	£000	%	
Employee	149	89	128	(21)	-14%	↑
Property	1,149	780	1,226	77	7%	↓
Transport and Plant	1	0	1	0	0%	→
Supplies, Services and Admin	102	55	88	(14)	-14%	↑
Payments to Other Bodies	20	0	20	0	0%	→
Other	0	0	0	0	0%	→
Gross Expenditure	1,421	924	1,463	42	3%	↓
Income	0	0	0	0	0%	→
Net Expenditure	1,421	924	1,463	42	3%	↓

PERIOD 31 December 2018

Service Summary	Total Budget 2018/19	YTD Spend 2018/19	Forecast Spend 2018/19	Variance 2018/19	RAG Status
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Libraries	£000	£000	£000	£000	%	
Employee	1,208	804	1,119	(89)	-7%	↑
Property	270	140	258	(12)	-4%	↑
Transport and Plant	22	12	17	(5)	-23%	↑
Supplies, Services and Admin	245	162	300	55	22%	↓
Payments to Other Bodies	0	1	1	1	0%	↓
Other	0	0	0	0	0%	→
Gross Expenditure	1,745	1,119	1,695	(50)	-3%	↑
Income	(56)	(26)	(48)	8	14%	↓
Net Expenditure	1,689	1,093	1,647	(42)	-2%	↑

Arts & Heritage	£000	£000	£000	£000	%	
Employee	451	390	428	(23)	-5%	↑
Property	19	0	17	(2)	-11%	↑
Transport and Plant	2	1	1	(1)	-50%	↑
Supplies, Services and Admin	22	18	29	7	32%	↓
Payments to Other Bodies	70	28	65	(5)	-7%	↑
Other	0	0	0	0	0%	→
Gross Expenditure	564	437	540	(24)	-4%	↑
Income	(98)	(65)	(82)	16	16%	↓
Net Expenditure	466	372	458	(8)	-2%	↑

WEST DUNBARTONSHIRE COUNCIL
REVENUE BUDGETARY CONTROL 2018/2019
ANALYSIS FOR VARIANCES OVER £50,000

APPENDIX 3

YEAR END DATE

31 December 2018

Budget Details	Variance Analysis				
	Total Budget	Annual Spend	Variance	RAG Status	
	£000	£000	£000	%	
Finance	1,422	1,444	22	2%	↓
Service Description	The service provided by this area deals with Accountancy, Capital, Treasury, Reconciliations, Cash Office and Municipal Bank				
Main Issues / Reason for Variance	Main reason for adverse variance is full turnover savings are not being achieved				
Mitigating Action	The position continues to be monitored by management to identify any savings which may help reduce this position				
Anticipated Outcome	An adverse variance is likely				
Planning	524	407	(117)	-22%	↑
Service Description	This Service provides Building & Planning services				
Main Issues / Reason for Variance	The main reason for the favourable variance is income is higher than budgeted this year. This is a demand led budget and can fluctuate throughout the year.				
Mitigating Action	No action required				
Anticipated Outcome	Underspend is anticipated				
Citizen Services	1,240	1,186	(54)	-4%	↑
Service Description	This service includes one stop shops and the contact centre				
Main Issues / Reason for Variance	The main reason for the variance is that there are currently vacancies sitting within the structure. The service is nearing the end of the bedding-in period of it's restructure. The restructure and also the adoption of additional functions such as Council Tax and Repairs has had an impact upon the service delivery.				
Mitigating Action	Impact on service delivery due to the vacancies held is monitored and action taken where appropriate				
Anticipated Outcome	Underspend is likely to be achieved				
Libraries	1,689	1,647	(42)	-2%	↑
Service Description	This service includes the provision of Library, Culture and Museums				
Main Issues / Reason for Variance	The Libraries service is completing the rebranding of all its branches, installing a more robust public wifi network, and updating its book collection. These one-off costs are offset by a favourable variance on employee costs as a result of employee turnover.				
Mitigating Action	Income and expenditure will continue to be monitored.				
Anticipated Outcome	It is anticipated that overall position will be favourable.				