



<b>Report to:</b>	Development Committee
<b>Subject:</b>	Quarterly Financial Report – Quarter 4 2012/13
<b>Date:</b>	20 June 2013
<b>Reporting Officer:</b>	John McGrillen, Director of Development, ext 3470
<b>Contact Officers:</b>	David Orr, Business Support Manager, ext 3502

1	Relevant Background Information
1.1	<p>The Strategic Policy and Resources Committee agreed at on 18 June 2010 that:</p> <ul style="list-style-type: none"> <li>– the Council would produce financial reporting packs for the Strategic Policy and Resources Committee and each Standing Committee on a quarterly basis</li> <li>– the Budget and Transformation Panel would also receive monthly financial updates if there were any significant issues to report.</li> </ul>
1.2	<p>The reporting pack (Appendix 1) contains a summary of the financial indicators and an executive summary explaining the financial performance of the Development Department in the context of the financial performance of the overall Council. It also provides a more detailed explanation of each of the relevant indicators covering the year- to-date and forecast financial position at the year-end.</p>
1.3	<p>The style and layout reflect much of the discussion and feedback arising from the Members' financial training session which was held at the end of September 2010. As we previously advised the Committee, we will continue to develop the style and content of the reports in liaison with elected Members.</p>
1.4	<p>Central Finance and our departmental management team have also worked together to develop the information within this financial reporting pack.</p>

2	Key Issues
2.1	<p><u>Final financial position 2012/13</u>          The Development Department is under spent by £150,982 or 0.8% of its net budgeted expenditure of £19.7 million at the end of 2012/13 financial year.</p>
2.2	<p>Three of the four services are under spent and one service is over spent at the end of 2012/13. Community Services are under budget by £62k (1.1%),</p>

	Economic Initiatives are under budget by £97k (1.6%), and Directorate is under budget by £87k (2.3%). City Events and Venues are over spent by £95k- 2.3%.
2.3	<p>Further analysis indicated that there are four key reasons for the Departments combined net under spend for the year:</p> <ul style="list-style-type: none"> <li>- Income- the Development department earned an additional £65k of income in 2012-13 in excess of its original income budget for the year. This was in relation to the receipt of additional monies from Markets due to additional stallage income.</li> <li>- Employee costs were under spent by £155k at the end of the financial year. This under spend occurred as a result of a number of vacant posts. With all the departmental structural reviews approved and recruitment complete, this under spend will not reoccur in 2013-14.</li> <li>- Transport costs were under spent within Community Services of £26k. This relates to the reduced use/ hire of buses and has been reflected in the 2013-14 Revenue Estimates.</li> <li>- Supplies and Services had an over spend of £95k which was in relation to City Events and Venues and relates to hired and contracted services, premises and telephone costs.</li> </ul>
2.4	The forecast year end position for the department at the end of quarter 3 was estimated as being 0.9% below budget at £175k. This forecast was slightly over stated as a result of City Events and Venues having an over spend in relation to increased supplies and services costs, and was then offset by a greater under spend within Economic Initiatives in relation to vacant posts and receiving additional income.
2.5	The financial reporting pack contains more detail on both the overall Council position and the financial performance of each of the Services within the Development Department.

<b>3</b>	<b>Resource Implications</b>
3.1	There is a year-end under spend of £151k for 2012-13.

<b>4</b>	<b>Equality and Good Relations Considerations</b>
4.1	There are no Equality and Good Relations Considerations attached to this report.

<b>5</b>	<b>Recommendations</b>
5.1	Members are asked to note the contents of the above report and associated financial reporting pack.

<b>6</b>	<b>Decision Tracking</b>
	There is no decision tracking attached to this report.

<b>7</b>	<b>Documents Attached</b>
Appendix 1: Financial Reporting Pack	