

## Appendix 2

**FINANCE & ADMINISTRATION COMMITTEE**  
**Budgetary Control Report - Direct Costs to 31 August 2007**

Actuals 2006/07	Original Budget 2007/08	Re-stated Budget 2007/08	Budget to 31 August 2007	Actuals to 31 August 2007	Service	Over/(under) spend to 31 August 2007	Projected Outturn 2007/08	Projected Variation Compared to Re-stated Budget	Note
£	£	£	£	£		£	£	£	
381,608 (18,921)	393,540 (21,350)	393,540 (21,350)	176,956 (10,418)	171,097 (9,261)	<b>Democratic Representation</b>	- Expenditure - Income	(5,859) 1,157	393,540 (21,350)	0 0
761,310	698,070	1,192,340	471,864	476,786	<b>Corporate Management</b>	- Expenditure	4,922	1,233,310	40,970 1 & 2
156,182 (39,238)	102,100 0	34,100 0	12,833 0	11,451 (3,000)	<b>Executive Prog Office</b>	- Expenditure - Income	(1,382) (3,000)	37,100 (3,000)	3,000 (3,000)
153,108 0	147,960 (620)	151,220 (620)	67,273 0	66,817 0	<b>Committee Administration</b>	- Expenditure - Income	(456) 0	159,430 0	8,210 620 1
326,484 (1,000)	163,190 (1,030)	179,950 (1,030)	74,477 0	72,099 0	<b>Communications</b>	- Expenditure - Income	(2,378) 0	193,020 (1,030)	13,070 0 1, 3 & 4
260,474 (51,602)	236,030 (17,940)	168,640 (17,940)	69,230 (7,475)	61,473 (5,535)	<b>Legal Services</b>	- Expenditure - Income	(7,757) 1,940	174,670 (17,940)	6,030 0 1
337,255	354,080	337,080	140,450	117,775	<b>Human Resources</b>	- Expenditure	(22,675)	337,080	0
377,958 (20,827)	384,830 (21,640)	378,700 (21,640)	157,792 (9,017)	191,796 (9,765)	<b>Central Services</b>	- Expenditure - Income	34,004 (748)	424,700 (21,640)	46,000 0 5
102,316	242,170	245,080	105,687	136,504	<b>Customer Services</b>	- Expenditure	30,817	256,430	11,350 1 & 6

Actuals 2006/07	Original Budget 2007/08	Re-stated Budget 2007/08	Budget to 31 August 2007	Actuals to 31 August 2007	Service	Over/(under) spend to 31 August 2007	Projected Outturn 2007/08	Projected Variation Compared to Re-stated Budget	Note
54,892	49,910	50,330	20,970	24,478	<b>Office Services</b> - Expenditure	3,508	50,330	0	
66,677 (27,362)	61,650 (27,600)	61,650 (27,600)	40,502 (13,800)	35,756 (13,120)	<b>Offices - Dunmow</b> - Expenditure	(4,746)	61,650	0	
					- Income	680	(27,600)	0	
318,045 (13,446)	330,820 (12,760)	330,820 (12,760)	254,341 (4,380)	182,752 (4,329)	<b>Offices - Saffron Walden</b> - Expenditure	(71,589)	330,820	0	
					- Income	51	(12,760)	0	
101,824	107,200	99,700	41,541	32,252	<b>Internal Audit Partnership</b> - Expenditure	(9,289)	99,700	0	
70,817	72,060	72,550	32,580	36,376	<b>Anti-Fraud</b> - Expenditure	3,796	75,860	3,310	1
101,351	0	0	0	0	<b>Cashier Service</b> - Expenditure	0	0	0	
674,210	782,010	782,540	448,541	469,247	<b>Information Technology</b> - Expenditure	20,706	798,540	16,000	7
1,020,312	938,060	865,390	360,580	408,895	<b>Financial Services</b> - Expenditure	48,315	925,390	60,000	8
837,563 (38,187)	781,090 (250)	778,610 (250)	313,302 (104)	307,576 0	<b>Revenues Administration</b> - Expenditure	(5,726)	778,610	0	
					- Income	104	(250)	0	
11,821,418 (12,539,409)	11,540,040 (12,048,150)	11,540,040 (12,048,150)	0 0	(14,346) 0	<b>Revenues &amp; Benefits</b> - Expenditure	(14,346)	11,540,040	0	9
					- Income	0	(12,048,150)	0	
21,477 (5,897)	77,180 0	77,180 0	77,122 0	93,391 (5,131)	<b>Conducting Elections</b> - Expenditure	16,269	91,180	14,000	
					- Income	(5,131)	(14,000)	(14,000)	

Actuals 2006/07	Original Budget 2007/08	Re-stated Budget 2007/08	Budget to 31 August 2007	Actuals to 31 August 2007	Service	Over/(under) spend to 31 August 2007	Projected Outturn 2007/08	Projected Variation Compared to Re-stated Budget	Note	
90,456 (1,054)	82,460 (1,330)	83,060 (1,330)	30,296 (554)	27,273 (151)	<b>Electoral Registration</b>	- Expenditure - Income	(3,023) 403	85,270 (1,000)	2,210 330	1
124,914 (257,037)	120,010 (243,000)	121,420 (243,000)	44,817 (114,756)	44,888 (120,404)	<b>Land Charges</b>	- Expenditure - Income	71 (5,648)	124,640 (243,000)	3,220 0	1
(48,116)	(204,565)	(103,115)	(42,964)	(20,830)	<b>Operations Miscellaneous</b>	- Income	22,134	(103,115)	0	10
121,255 (121,255)	126,100 (126,100)	126,100 (126,100)	103,901 0	103,901 0	<b>Car Leasing</b>	- Expenditure - Income	0 0	126,100 (126,100)	0 0	
<b>18,281,906</b>	<b>17,790,560</b>	<b>18,070,040</b>	<b>3,045,055</b>	<b>3,058,237</b>	<b>Total Expenditure</b>		<b>13,182</b>	<b>18,297,410</b>	<b>227,370</b>	
<b>(13,183,351)</b>	<b>(12,726,335)</b>	<b>(12,624,885)</b>	<b>(203,468)</b>	<b>(191,526)</b>	<b>Total Income</b>		<b>11,942</b>	<b>(12,640,935)</b>	<b>(16,050)</b>	
<b>5,098,555</b>	<b>5,064,225</b>	<b>5,445,155</b>	<b>2,841,587</b>	<b>2,866,711</b>	<b>Committee Net Total</b>		<b>25,124</b>	<b>5,656,475</b>	<b>211,320</b>	

## Notes:

- 1 Staff turnover unlikely to be achieved
- 2 Includes spend relating to the Organisational Review (OR) team, funding to come from the anticipated OR savings
- 3 One off cost in 2006/07 re website £8,000 paid in 2007/08
- 4 Production of Uttlesford Life being reviewed. No funding available for remainder of 2007/08
- 5 Costs omitted from budget re revenue effects of IT capital programme - telephone system
- 6 Further work required to monitor progress on Customer Services Centre and likely outturn
- 7 Costs omitted from budget re revenue effects of IT capital programme
- 8 Projected costs of interim management arrangements and maternity cover
- 9 Revenues & Benefits are calculated throughout the year with entries being posted at the year end. Estimates for year end Outturn will be processed as part of the usual budget process.

<b>Actuals 2006/07</b>	<b>Original Budget 2007/08</b>	<b>Re-stated Budget 2007/08</b>	<b>Budget to 31 August 2007</b>	<b>Actuals to 31 August 2007</b>	<b>Service</b>	<b>Over/(under) spend to 31 August 2007</b>	<b>Projected Outturn 2007/08</b>	<b>Projected Variation Compared to Re-stated Budget</b>	<b>Note</b>
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10 The forecast Outturn assumes that we achieve the anticipated savings for Energy Efficiency (£10k) and PSA reward (45k)