

PERSONNEL COMMITTEE

22 January 2007

HUMAN RESOURCES DIRECTORATE BUDGET MONITORING 2006/07 - THIRD QUARTER

REPORT OF THE DIRECTOR OF HUMAN RESOURCES

Contact Officer: Alison Gavin Tel No: 01962 848233

RECENT REFERENCES:

PER101 Human Resources Directorate 2005/06 Summary of Actual Expenditure -12.06.06

PER108 Human Resources Directorate Performance Monitoring to September 2006 –  
13.11.06

EXECUTIVE SUMMARY:

This report provides budget monitoring information to the end of December 2006 for the Human Resources Directorate.

RECOMMENDATIONS:

That the Committee raises with the Portfolio Holder any issues arising from the budget monitoring information, and considers whether any items of significance need to be drawn to the attention of Cabinet.

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### HUMAN RESOURCES DIRECTORATE BUDGET MONITORING 2006/07 - THIRD QUARTER

#### Report of the Director of Human Resources

#### 1 Introduction

- 1.1 This paper sets out budget monitoring information to the end of December 2006.
- 1.2 Details of Human Resources' Services may be found in the 2006/07 budget book pages 3.1 to 3.3.

#### 2 Budget Monitoring

- 2.1 Appendix 1 shows the Budget Monitoring summary to the end of December 2006.
- 2.2 There is an overspend in the HR Business Unit – £13,729. This is mainly due to agency staff to cover maternity leave and consultancy on employment related issues.
- 2.3 There are savings on employment related expenses – (£6,362). This is due to, as yet, unspent training expenses offset by subscriptions to publications and staff welfare expenses.
- 2.4 Job evaluation expenses are showing an overspend - £3,023. This is because of a number of Job Evaluation panels taking place due to new posts and appeals.

#### OTHER CONSIDERATIONS:

#### 3 CORPORATE STRATEGY (RELEVANCE TO):

- 3.1 The need to make the best use of all available resources by continued clear financial planning within the City Council is an integral part of the Corporate Strategy.

#### 4 RESOURCE IMPLICATIONS:

- 4.1 None

#### BACKGROUND DOCUMENTS:

Working papers in the Finance Department

#### APPENDICES:

Appendix 1 Human Resources Directorate – Budget Monitoring Summary to end of December 2006

HR DEPARTMENT BUDGET MONITORING 2006/07

APRIL to DECEMBER

PER 113 Appendix 1

Service Summary	2006/07 Annual Budget	April - December			Budget Officer	Explanation of main variances and corrective action taken
		Working Budget	Actual Expenditure	Variance		
Description	£	£	£	£		
HR Resources BU	475,440	226,538	240,267	13,729	A Gavin	Agencystaff/Consultancy
Recharges	(476,150)	0	0	0		
Net Cost Trading A/c	(710)	226,538	240,267	13,729		
Employment Related Exps	93,800	37,050	61,125	24,075	A Gavin	Advertising for staff/Staff welfare
Corporate Training	109,600	78,449	48,012	(30,437)	A Gavin	Unspent training
Recharges	(189,000)	0	0	0		
Net Cost Employee Exps	14,400	115,499	109,137	(6,362)		
Job Evaluation	2,000	1,502	4,525	3,023	A Gavin	JE panels
Net Cost Job Evaluation	2,000	1,502	4,525	3,023		
Net Cost	15,690	343,539	353,929	10,390		

  

Subjective Summary	2006/07 Annual Budget	April - December			Explanation of main variances and corrective action taken
		Working Budget	Actual Expenditure	Variance	
Description	£	£	£	£	
Employees	380,070	289,597	281,833	(7,764)	Training underspend offset by agency staff
Premises	32,750	24,566	24,552	(14)	
Transport	8,310	7,023	5,175	(1,848)	Car allowances unspent
Supplies and Services	22,450	17,709	38,797	21,088	Consultancy/JE panels/Subscriptions
Capital Financing	70	70	71	1	
Management Overheads	237,190	4,574	4,323	(251)	
Net Revenue Cost	680,840	343,539	354,751	11,212	
External Income	0	0	(822)	(822)	Reimbursement of CRB fees from orgs
Recharges to Services	(665,150)	0	0	0	
Total Income	(665,150)	0	(822)	(822)	
Transfers to/from reserves	0	0	0	0	
Net Cost	15,690	343,539	353,929	10,390	



