

To: SOCIAL WORK COMMITTEE		Subject: BUDGET MONITORING REPORT  PROVISIONAL OUT-TURN 01.04.2003 – 31.03.04  SHELTERED EMPLOYMENT	
From: DIRECTOR OF SOCIAL WORK			
Date: 20 MAY 2004	Ref: RP/MY		

## 1. PURPOSE OF REPORT / INTRODUCTION

- 1.1. This report compares provisional out-turn expenditure and income against annual estimates and provides explanations for the major out-turn variances.

## 2. BACKGROUND

- 2.1. Provisional net expenditure for the year shows an overspend of £44,886.

## 3. EXPLANATION OF MAJOR OUT-TURN VARIANCES

### 3.1. Employee Costs                      £21,017                      Overspend

The overspend is due to increased overtime within Beltane Workshop and the employment of Chargehand Supervisors at the workshop. This has been necessary to meet demand for the service.

### 3.2. Supplies and Services              £76,442                      Underspend

The underspend is a result of lower than anticipated levels of expenditure on materials. This is the result of more efficient use of materials and is reflected in the under-recovery of income referred to at 3.4.

### 3.3. Administration Costs              £2,952                      Underspend

The underspend is a result of lower than anticipated expenditure in the areas of office supplies and general administrative costs.

### 3.4. Payments to Other Bodies        £3,750                      Under-spend

The underspend is a result of a reduced payment for services to Blindcraft in Glasgow. The budget for 2004/05 has been amended accordingly.

### 3.5. Income

**£107,889**

**Under-recovery**

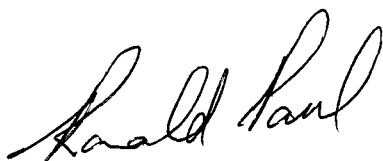
The under-recovery is a result of budget levels being set at too high a level. All income from Grant for Supported Employment has been received, and reduced levels of materials purchased throughout the year have offset the under-recovery in sales. Budgets for Supported Employment have been reviewed for the year 2004/05.

## 4. FINANCIAL / PERSONNEL / LEGAL / POLICY IMPLICATIONS

4.1. The Director of Finance concurs with the financial information contained in this report and has been fully involved in its preparation.

## 5. RECOMMENDATIONS

5.1. It is recommended that the Committee note the content of this report.



P.P. **Jim Dickie**  
**Director of Social Work**  
**20<sup>th</sup> May 2004**

For further information on this report please contact Ronnie Paul, Head of Social Work Resources  
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**NORTH LANARKSHIRE COUNCIL**

FINANCIAL MONITORING REPORT 1 APRIL 2002 TO 31 MARCH 2004

**SOCIAL WORK DEPARTMENT**  
**SHELTERED WORKSHOP / SUPPORTED EMPLOYMENT**

LINE NO. (1)	DESCRIPTION (2)	ANNUAL BUDGET (3)	ACTUAL EXPENDITURE (4)	TOTAL VARIANCE (5)	VARIANCE (8)	% (9)
		£	£	£		
1.	EMPLOYEE COSTS	460,164	481,181	(21,017)	Overspend	-5%
2.	PROPERTY COSTS	21,532	21,593	(61)	Overspend	0%
3.	SUPPLIES AND SERVICES	321,404	244,962	76,442	Underspend	24%
4.	TRANSPORT & PLANT	50,538	49,601	937	Underspend	2%
5.	ADMINISTRATION COSTS	11,223	8,271	2,952	Underspend	26%
6.	APPORTIONED EXPENSES	16,195	16,195	-	On Target	
7.	PAYMENTS TO OTHER BODIES	45,000	41,250	3,750	Underspend	8%
8.	CAPITAL FINANCING CHARGES	-	-	-		
10.	OTHER COSTS	-	-	-		0%
11.	TOTAL EXPENDITURE	926,056	863,053	63,003	Underspend	7%
12.	OTHER GRANTS	165,120	134,528	(30,592)	Under-recovered	-19%
13.	FEES AND CHARGES	502,470	425,173	(77,297)	Under-recovered	-15%
14.	CHARGES TO CAPITAL	-	-	-		
15.	DEPARTMENTAL RECHARGE	-	-	-		
16.	OTHER	-	-	-		
17.	TOTAL INCOME	667,590	559,701	(107,889)	Under-recovered	-16%
18.	NET EXPENDITURE	258,466	303,352	(44,886)	Overspend	-17%