

# Commission report

Commission Report

Sheet: Summary  
 Period: 01/2009 To 05/2009  
 Month: 01 April 2009 To 31 August 2009  
 LGO: CLA 1730

Local Government  
**OMBUDSMAN**

The Commission has been submitted the mid year estimates with a detailed explanation elsewhere on this agenda. This BCR reflects the underlying estimates provided by budget holders. It shows a deficit of £109k. It does not yet reflect the assumptions around certain grant bids mentioned in the mid year estimate report nor does it imply any inclusion of the various programmes now presented for consideration beyond those within the mid year estimate i.e. the surplus still needs to be allocated. A detailed reconciliation and explanation is provided in my accompanying report with the mid year estimate. There has been a substantial improvement in the profiling of the salaries which has reduced the current variance, but it is noted that some still show some spending discrepancies which includes staffing costs which will not be borne in the second half of the year when the second tranch of redundancies occur. When a decision has been made on the number and timing of any further recruitment has been made, a more detailed outturn analysis will be provided which I hope will be ready for the next round of Chairman Budget Holder meetings. Further work needs to be done in the other areas which still show considerable anomalies. Account's officers in the finance team will be working closely with budget managers to The new areas of jurisdiction have been recharged with the senior management support service which has been generated throughout the year. Monthly postings will continue to ensure these cost centres bear a fair proposition of management time. Please note I have matched the expected outturn for each of these areas with an equivalent grant to provide a balanced outturn.

There remain issues around the commitments for annual contracts which are distorting the variance and the extrapolation of the results to complete theyear end outturn will need modifying to reflect the profile month by month. Applications for grant monies are now running ahead of the profile in the core area, but some of this is due to slippage in payments processed through the accounts. The overall expenditure is showing a £133k underspend which is 2% of the profiled budget to date. Please note it has not been possible to provide the cost per complaint figure as the complaints determined data is not yet available.

Adverse amounts are shown in brackets

Description	Full year revised budget	Year to date				Anticipated full year		August period				
		Budget	Actual	Committed	Total	Variance	Amount	Variance	Budget	Actual	Variance	Last yr actual
Other revenue	674,258	253,936	261,396	-	261,396	7,460	672,613	( 1,645 )	41,456	116,279	74,823	35,535
Government grant	14,363,473	4,719,085	4,811,223	-	4,811,223	92,138	13,152,983	( 1,210,490 )	938,363	920,227	( 18,136 )	1,050,000
<b>Total income</b>	<b>£ 15,037,731</b>	<b>£ 4,973,021</b>	<b>£ 5,072,619</b>	<b>-</b>	<b>£ 5,072,619</b>	<b>£ 99,598</b>	<b>£ 13,825,596</b>	<b>( £ 1,212,135 )</b>	<b>£ 979,819</b>	<b>£ 1,036,506</b>	<b>£ 56,687</b>	<b>£ 1,085,535</b>
Total staffing costs	10,786,908	4,277,052	3,784,336	50,095	3,834,431	442,621	9,218,608	1,568,300	816,424	804,795	11,629	764,088
Total professional costs	695,681	214,359	153,326	109,625	262,951	( 48,592 )	679,542	16,139	64,330	31,727	32,603	32,711
Total accommodation costs	2,203,367	752,000	747,199	106,295	853,494	( 101,494 )	2,109,667	93,700	160,312	162,520	( 2,208 )	146,013
Total office expenses	1,303,561	330,920	310,952	167,528	478,480	( 147,560 )	1,036,197	267,364	99,088	99,717	( 629 )	67,845
Total meeting & travel costs	157,665	57,566	64,358	4,553	68,911	( 11,345 )	165,386	( 7,721 )	10,972	12,865	( 1,893 )	9,563
<b>Total expenses</b>	<b>£ 15,147,182</b>	<b>£ 5,631,897</b>	<b>£ 5,060,171</b>	<b>£ 438,096</b>	<b>£ 5,498,267</b>	<b>£ 133,630</b>	<b>£ 13,209,400</b>	<b>£ 1,937,782</b>	<b>£ 1,151,126</b>	<b>£ 1,111,624</b>	<b>£ 39,502</b>	<b>£ 1,020,220</b>
<b>Net surplus / (Deficit)</b>	<b>( £ 109,451 )</b>	<b>( £ 658,876 )</b>	<b>£ 12,448</b>	<b>( £ 438,096 )</b>	<b>( £ 425,648 )</b>	<b>£ 233,228</b>	<b>£ 616,196</b>	<b>£ 725,647</b>	<b>( £ 171,307 )</b>	<b>( £ 75,118 )</b>	<b>£ 96,189</b>	<b>£ 65,315</b>

# Commission report

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Sheet: Corporate Services  
 Period: 01/2009 To 05/2009  
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Local Government  
**OMBUDSMAN**

The current budget shows a deficit of £16k.  
 This though is overstated because the commitments include some annual contracts which distort the overall picture, they amount to approximately £186k.  
 Further work needs to be undertaken on the profiling of the training and audit fees lines which are out of alignment with the actual postings.  
 External Professional costs shows a wide variation but again are influenced by the profile, some realignment is clearly necessary, but their programmes of spend do not fit easily into monthly procurement patterns.

Once the Head of Policy & Research is in post, I expect to be in a position to utilise the research budget currently showing an expected underspend of £40k.

The BCR assumes a full outturn i.e 100% spend on:-

- 1) One Organisation
- 2) Audit
- 3) Telephone & data
- 4) Computers (minor difference)

Adverse amounts are shown in brackets

Description	Full year revised budget	Year to date				Anticipated full year		period				
		Budget	Actual	Committed	Total	Variance	Amount	Variance	Budget	Actual	Variance	Last yr actual
Other revenue	142,476	41,252	45,307	-	45,307	4,055	154,000	11,524	897	2,193	1,296	9,636
Government grant	12,775,828	4,567,814	4,659,952	-	4,659,952	92,138	12,775,828	-	916,460	898,324	(18,136)	1,050,000
<b>Total income</b>	<b>£ 12,918,304</b>	<b>£ 4,609,066</b>	<b>£ 4,705,259</b>	<b>-</b>	<b>£ 4,705,259</b>	<b>£ 96,193</b>	<b>£ 12,929,828</b>	<b>£ 11,524</b>	<b>£ 917,357</b>	<b>£ 900,517</b>	<b>(£ 16,840)</b>	<b>£ 1,059,636</b>
Total staffing costs	1,890,690	755,861	679,697	36,646	716,343	39,518	1,735,199	155,491	146,666	131,184	15,482	134,357
Total professional costs	313,219	91,990	74,812	42,018	116,830	(24,840)	328,853	(15,634)	15,076	(2,044)	17,120	20,850
Total accommodation costs	18,230	7,933	10,547	(49)	10,498	(2,565)	24,872	(6,642)	1,471	4,667	(3,196)	2,505
Total office expenses	755,366	199,091	180,655	140,101	320,756	(121,665)	709,114	46,252	71,994	53,659	18,335	8,336
Total meeting & travel costs	28,145	12,992	14,505	1,030	15,535	(2,543)	37,284	(9,139)	824	1,899	(1,075)	2,088
<b>Total expenses</b>	<b>£ 3,005,650</b>	<b>£ 1,067,867</b>	<b>£ 960,216</b>	<b>£ 219,746</b>	<b>£ 1,179,962</b>	<b>(£ 112,095)</b>	<b>£ 2,835,322</b>	<b>£ 170,328</b>	<b>£ 236,031</b>	<b>£ 189,365</b>	<b>£ 46,666</b>	<b>£ 168,136</b>

# Commission report

Commission Report

Sheet: London office  
 Period: 01/2009 To 05/2009  
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Local Government  
**OMBUDSMAN**

1. There are some overspends on a few specific budget heads such as travel and stationery. We are exploring the reasons for this including correcting any miscodings as we come across them.
2. Litigation is overspent and we will discuss the position with the Legal Adviser. However, there are limited steps we can take to control this budget which is essentially demand led.
3. Overall, the August BCR shows a small year end overspend. However I understand that this is affected by the expenditure profile at this point in the year which will correct itself over the coming months.

Adverse amounts are shown in brackets

Description	Full year revised budget	Year to date				Anticipated full year		period				
		Budget	Actual	Committed	Total	Variance	Amount	Variance	Budget	Actual	Variance	Last yr actual
Other revenue	230,806	86,837	89,964	-	89,964	3,127	215,914	( 14,892 )	15,898	42,493	26,595	13,345
Government grant	-	-	-	-	-	-	-	-	-	-	-	-
<b>Total income</b>	<b>£ 230,806</b>	<b>£ 86,837</b>	<b>£ 89,964</b>	<b>-</b>	<b>£ 89,964</b>	<b>£ 3,127</b>	<b>£ 215,914</b>	<b>( £ 14,892 )</b>	<b>£ 15,898</b>	<b>£ 42,493</b>	<b>£ 26,595</b>	<b>£ 13,345</b>
Total staffing costs	2,547,801	1,135,161	1,061,861	595	1,062,456	72,705	2,549,895	( 2,094 )	193,780	177,687	16,093	214,189
Total professional costs	99,500	36,020	26,658	5,293	31,951	4,069	76,682	22,818	3,413	11,860	( 8,447 )	7,479
Total accommodation costs	1,239,921	449,988	442,568	83,942	526,510	( 76,522 )	1,237,537	2,384	98,136	95,730	2,406	90,474
Total office expenses	145,711	57,751	56,824	12,856	69,680	( 11,929 )	143,287	2,424	12,588	12,939	( 351 )	17,832
Total meeting & travel costs	16,321	5,071	9,408	541	9,949	( 4,878 )	23,879	( 7,558 )	1,470	1,775	( 305 )	591
<b>Total expenses</b>	<b>£ 4,049,254</b>	<b>£ 1,683,991</b>	<b>£ 1,597,319</b>	<b>£ 103,227</b>	<b>£ 1,700,546</b>	<b>( £ 16,555 )</b>	<b>£ 4,031,280</b>	<b>£ 17,974</b>	<b>£ 309,387</b>	<b>£ 299,991</b>	<b>£ 9,396</b>	<b>£ 330,565</b>

# Commission report

Commission Report

Sheet: York office  
 Period: 01/2009 To 05/2009  
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Local Government  
**OMBUDSMAN.**

Please refer to attached word report and note there may be some small differences between the commentary and the underlined report due to late postings

Adverse amounts are shown in brackets

Description	Full year revised budget	Year to date				Anticipated full year		period				
		Budget	Actual	Committed	Total	Variance	Amount	Variance	Budget	Actual	Variance	Last yr actual
Other revenue	70,404	29,335	29,333	-	29,333	(2)	70,400	(4)	5,867	29,333	23,466	-
Government grant	-	-	-	-	-	-	-	-	-	-	-	-
<b>Total income</b>	<b>£ 70,404</b>	<b>£ 29,335</b>	<b>£ 29,333</b>	<b>-</b>	<b>£ 29,333</b>	<b>(£ 2)</b>	<b>£ 70,400</b>	<b>(£ 4)</b>	<b>£ 5,867</b>	<b>£ 29,333</b>	<b>£ 23,466</b>	<b>-</b>
Total staffing costs	2,421,626	1,066,129	926,311	-	926,311	139,818	2,223,147	198,479	205,082	179,950	25,132	(197,332)
Total professional costs	65,920	19,755	13,368	10,945	24,313	(4,558)	58,351	7,569	1,762	4,035	(2,273)	(870)
Total accommodation costs	234,280	90,203	84,003	16,417	100,420	(10,217)	234,165	115	19,361	19,405	(44)	(16,041)
Total office expenses	74,228	37,844	33,128	519	33,647	4,197	81,687	(7,459)	6,150	5,940	210	(15,323)
Total meeting & travel costs	57,782	19,751	20,854	1,128	21,982	(2,231)	52,756	5,026	3,083	4,186	(1,103)	(2,003)
<b>Total expenses</b>	<b>£ 2,853,836</b>	<b>£ 1,233,682</b>	<b>£ 1,077,664</b>	<b>£ 29,009</b>	<b>£ 1,106,673</b>	<b>£ 127,009</b>	<b>£ 2,650,106</b>	<b>£ 203,730</b>	<b>£ 235,438</b>	<b>£ 213,516</b>	<b>£ 21,922</b>	<b>£ 231,568</b>

# Commission report

Commission Report

Sheet: Coventry office  
 Period: 01/2009 To 05/2009  
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Local Government  
**OMBUDSMAN**

1. Total Staffing Costs - Underspending on Salaries is partly offset by overspending on temporary staff (at different times, two team Administrators and one Facilities Assistant), but the major 'saving' is due to the provision for five Investigators for the three months from January 2010. The new Facilities Assistant started in July. One Investigator leaves at the end of September on voluntary redundancy. Total expenditure is currently anticipated to be 5% below target.

2. Total Professional Costs - As ever, expenditure is irregular and difficult to predict; expenditure on legal advice is currently anticipated to be overspent while expenditure on litigation, underspent. Total expenditure is in line for a 10% saving.

3. Total Accommodation Costs - A sum has been included for a capital project to move LGOAT to the first floor and the associated changes. Total expenditure is on target.

4. Total Office expenses - There are currently savings, mostly small, on a number of headings resulting in a currently anticipated saving of around 18% under this heading.

5. Total Meeting and Travel Costs - Total expenditure is on target.

After the first five months, the overall picture is healthy with anticipated year end expenditure showing at around 92%.

[n.b. All accommodation and office costs for the Coventry building are now shown in the Coventry Office BCR. The appropriate division of costs is made through inter team charging].

Adverse amounts are shown in brackets

Description	Full year revised budget	Year to date					Anticipated full year		period			
		Budget	Actual	Committed	Total	Variance	Amount	Variance	Budget	Actual	Variance	Last yr actual
Other revenue	230,572	96,512	96,791	-	96,791	279	232,299	1,727	18,794	42,260	23,466	12,553
Government grant	-	-	-	-	-	-	-	-	-	-	-	-
<b>Total income</b>	<b>£ 230,572</b>	<b>£ 96,512</b>	<b>£ 96,791</b>	<b>-</b>	<b>£ 96,791</b>	<b>£ 279</b>	<b>£ 232,299</b>	<b>£ 1,727</b>	<b>£ 18,794</b>	<b>£ 42,260</b>	<b>£ 23,466</b>	<b>£ 12,553</b>
Total staffing costs	2,248,228	963,772	886,808	3,149	889,957	73,815	2,135,898	112,330	188,446	179,166	9,280	183,250
Total professional costs	109,384	21,515	33,709	7,313	41,022	(19,507)	98,453	10,931	-	16,214	(16,214)	3,257
Total accommodation costs	535,616	172,493	177,919	5,985	183,904	(11,411)	535,907	(291)	35,067	35,857	(790)	30,834
Total office expenses	120,256	36,233	38,849	14,218	53,067	(16,834)	98,917	21,339	8,356	26,912	(18,556)	18,038
Total meeting & travel costs	54,594	19,339	18,157	1,565	19,722	(383)	47,335	7,259	5,545	4,420	1,125	4,805
<b>Total expenses</b>	<b>£ 3,068,078</b>	<b>£ 1,213,352</b>	<b>£ 1,155,442</b>	<b>£ 32,230</b>	<b>£ 1,187,672</b>	<b>£ 25,680</b>	<b>£ 2,916,510</b>	<b>£ 151,568</b>	<b>£ 237,414</b>	<b>£ 262,569</b>	<b>(£ 25,155)</b>	<b>£ 240,184</b>

# Commission report

Commission Report

Sheet: LGO Advice Team  
 Period: 01/2009 To 05/2009  
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Local Government  
**OMBUDSMAN**

1. Total Staffing Costs - Underspend is due to new advisors starting after the beginning of the year and one advisor leaving at the end of July. A new recruitment exercise is underway in order to fill the vacancy and if possible, to recruit others to a pool; posts to cover the new education jurisdiction are available from January 2010. Until recently we employed a temporary administrator on a week by week basis, but this position is not currently required.

Anticipated total expenditure is currently shown as 20% under target but reflects the extrapolation of the underspend at the start of the year which will not continue; a manual adjustment will be made when the timing of the appointments has been determined.

2. Total Professional Costs and Total meeting and Travel Costs - These Budget heads combined, amount to only £1,600. There may be some small savings at year end.

3. Total Accommodation and Total Office costs - All accommodation and office costs for the Coventry building are now shown in the Coventry Office BCR. The appropriate division of costs is made through inter team charging.

The overall position is healthy. Anticipated expenditure for year end is currently around 83%.

Adverse amounts are shown in brackets

Description	Full year revised budget	Year to date					Anticipated full year		period			
		Budget	Actual	Committed	Total	Variance	Amount	Variance	Budget	Actual	Variance	Last yr actual
Other revenue	-	-	-	-	-	-	-	-	-	-	-	-
Government grant	-	-	-	-	-	-	-	-	-	-	-	-
<b>Total income</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
Total staffing costs	505,786	222,241	168,683	-	168,683	53,558	404,839	100,947	45,640	32,385	13,255	34,960
Total professional costs	790	211	224	-	224	(13)	537	253	79	92	(13)	255
Total accommodation costs	75,319	31,383	31,383	-	31,383	-	75,319	-	6,277	6,277	-	6,160
Total office expenses	-	-	325	1	326	(326)	784	(784)	-	267	(267)	8,316
Total meeting & travel costs	823	413	374	78	452	(39)	1,085	(262)	50	11	39	76
<b>Total expenses</b>	<b>£ 582,718</b>	<b>£ 254,248</b>	<b>£ 200,989</b>	<b>£ 79</b>	<b>£ 201,068</b>	<b>£ 53,180</b>	<b>£ 482,564</b>	<b>£ 100,154</b>	<b>£ 52,046</b>	<b>£ 39,032</b>	<b>£ 13,014</b>	<b>£ 49,767</b>

# Commission report

Commission Report