

<b>To:</b>	Legal Services Board	
<b>Date of Meeting:</b>	23 May 2013	<b>Item:</b> Paper (13) 40

<b>Title:</b>	Finance Report to 30 April 2013	
<b>Author / Introduced by:</b>	Edwin Josephs, Director of Finance and Services <a href="mailto:edwin.josephs@legalservicesboard.org.uk">edwin.josephs@legalservicesboard.org.uk</a> / 020 7271 0084	
<b>Status:</b>	Unclassified	

<b>Summary:</b>
This paper summarises the financial position as at the end of April 2013

<b>Recommendation(s):</b>
The Board is invited to <b>note</b> and to <b>comment</b> on the Finance report

<b>Risks and mitigations</b>	
<b>Financial:</b>	N/A
<b>Legal:</b>	N/A /
<b>Reputational:</b>	N/A /
<b>Resource:</b>	N/A /

Consultation	Yes	No	Who / why?
<b>Board Members:</b>		✓	N/A- routine update and commentary
<b>Consumer Panel:</b>		✓	
<b>Others:</b>	N/A		

<b>Freedom of Information Act 2000 (Fol)</b>		
Para ref	Fol exemption and summary	Expires
N/A		

## LEGAL SERVICES BOARD

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### Finance report for April 2013

#### Recommendation

The Board is invited to note and to comment on the Finance report.

#### Introduction

1. This paper provides a brief commentary about the period ending 30 April 2013. A financial report is attached (**Appendix 1**).
2. This report covers the first month of the year and spending is largely in line with budgets.

#### Points to note

3. An analysis of the main spending headings reveals:
  - a) **Board** - This comprises fees paid to Board Members as well as travelling and training costs
  - b) **Staff Costs** – These comprise salary and related payroll costs, training and staff recruitment.
  - c) **Accommodation Costs** – These comprise charges for rent, rates, services and utilities.
  - d) **Outsourced Services & IT Costs**– We continue to take shared services from the Competition Commission for IT, facilities and financial transactions processing. In addition this heading includes outsourced costs for HR and Payroll and IT supplies and maintenance.
  - e) **Office Costs** – Within this heading are charges for telephony, photocopying facilities, catering and licences and subscriptions e.g. copyright fees, parliamentary monitoring etc.
  - f) **OLC Costs** – This comprises the fees paid to OLC Board Members and reimbursement of their business travel costs.
  - g) **Consumer Panel** – This comprises the fees paid to the eight Panel Members and the secretariat as well as reimbursed business travel costs.
  - h) **Governance and Support Services**- This is the heading which capture the costs of both external and internal audit and recruitment fees for OLC and Panel Members that are the responsibility of the LSB.

EJ 10.5.13