

To:	Legal Services Board	
Date of Meeting:	30 January 2013	Item: Paper (13) 08

Title:	Finance Report to 31 December 2012	
Author / Introduced by:	Edwin Josephs, Director of Finance and Services edwin.josephs@legalservicesboard.org.uk / 020 7271 0084	
Status:	Unclassified	

Summary:
This paper summarises the financial position as at the end of December 2012

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

Risks and mitigations
Financial: N/A
Legal: N/A /
Reputational: N/A /
Resource: N/A /

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

Freedom of Information Act 2000 (Fol)		
Para ref	Fol exemption and summary	Expires
	None	

LEGAL SERVICES BOARD

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Finance report for December 2012

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 31 December 2012. A financial report is attached (**Appendix 1**).

Points to note

2. An analysis of the main spending headings reveals:
 - a) **Staff Costs** – Three posts remain unfilled as at the end of the period although offers have been made and accepted for the Project Manager and Corporate Affairs post. There will be an inevitable delay in these colleagues taking up their posts due to the need to fulfil notice periods with their current employers.
 - b) **Accommodation Costs** – These are consistent with expected costs as they are in the main fixed recharges from our landlord, the Competition Commission. The Victoria House managing agents have kept service charges at 2011 level and managed to secure favourable utility contracts, albeit for a fairly short period.
 - c) **Outsourced Services** – We continue to derive good value for money from our service level agreements with the Competition Commission for IT, Finance and Facilities services. These services are reviewed on a monthly basis to ensure we are receiving appropriate support.
 - d) **Governance and Support Services** – The cumulative spend on this heading will increase, as planned, as we finalise the recruitment process to fill the vacant Consumer Panel Member role (see below). In line with the MoJ framework agreement we have engaged Gatenby Sanderson to source an appropriate Member.
 - e) **Consumer Panel** – the Panel is one member down following the departure of the previous chair and re-appointment of one of the members of the existing Panel to this role on until 2015. Interviews are scheduled for 23 January.

11.01.13