

# FINANCIAL RESOURCES SCRUTINY FORUM

Minutes of meeting held in Committee Room 5, Council Offices, Almada Street, Hamilton on 21 February 2019

**Chair:**

Councillor Eric Holford

**Councillors Present:**

Councillor Janine Calikes, Councillor Isobel Dorman, Councillor Margaret B Walker

**Councillors' Apologies:**

Councillor Archie Buchanan, Councillor Mark Horsham, Councillor Martin Lennon, Councillor Monique McAdams (Chair), Councillor Jim Wardhaugh, Councillor Jared Wark

**Attending:**

**Community and Enterprise Resources**

D Gibson, Fleet Manager

**Finance and Corporate Resources**

G Bow, Administration Manager; G Cochran, Administration Assistant; L O'Hagan, Finance Manager (Strategy); J Taylor, Head of Finance (Strategy); M Zahir, Finance Adviser

**Housing and Technical Resources**

D Craig, Property Manager (Commercial)

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## Appointment of Chair

In terms of Standing Order No 32(b), Councillor Holford was appointed Chair for this meeting.

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## 1 Declaration of Interests

No interests were declared.

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## 2 Minutes of Previous Meeting

The minutes of the meeting of the Financial Resources Scrutiny Forum held on 24 January 2019 were submitted for approval as a correct record.

**The Forum decided:** that the minutes be approved as a correct record.

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## 3 Revenue Budget Monitoring 2018/2019

A report dated 13 February 2019 by the Executive Director (Finance and Corporate Resources) was submitted comparing actual expenditure against budgeted expenditure for the period ending 4 January 2019 (Period 11).

The figures included an underspend of £13.257 million on the General Fund Revenue Account before any transfer to reserves and a breakeven position on the Housing Revenue Account.

At 4 January 2019, Trading Services' actual surplus totalled £5.888 million, representing an under recovery of £2.007 million against the phased budget.

Officers responded to members' questions on various aspects of the report.

**The Forum decided:**

- (1) that the underspend on the General Fund Revenue Account of £13.257 million at 4 January 2019 be noted;
- (2) that the breakeven position on the Housing Revenue Account at 4 January 2019 and the forecast outturn to 31 March 2019 of a breakeven position be noted; and
- (3) that the actual surplus achieved by the Trading Operations of £5.888 million at 4 January 2019, representing an under recovery of £2.007 million against the phased budget, be noted.

*[Reference: Minutes of 24 January 2019 (Paragraph 3)]*

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#### **4 Revenue Budget Monitoring 2018/2019 – Detailed Resource Analysis**

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A report dated 13 February 2019 by the Executive Director (Finance and Corporate Resources) was submitted on the detailed financial analysis as at 4 January 2019 (Period 11) for each of the Council's Resources.

The following information was provided for each Resource and the Housing Revenue Account:-

- ◆ an Executive Summary showing the top level position for each of the Services within the Resource and the Housing Revenue Account as at 4 January 2019 (Period 11)
- ◆ details of the most significant variances within Resources and the Housing Revenue Account across subjective headings and across Services as at 4 January 2019 (Period 11)
- ◆ a line by line trend analysis of the total Resources' expenditure and income across subjective headings as at 4 January 2019 (Period 11)

Officers responded to members' questions on various aspects of the report.

**The Forum decided:** that the financial position for each of the individual Resources' revenue budgets for 2018/2019 at 4 January 2019 (Period 11) be noted.

*[Reference: Minutes of 24 January 2019 (Paragraph 4)]*

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#### **5 Revenue Budget Monitoring 2018/2019 – Trading Operations' Performance Review – Fleet Services**

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A report dated 22 January 2019 by the Executive Director (Community and Enterprise Resources) was submitted on the financial and operational performance of the Fleet Services' Trading Operation for the period ending 4 January 2019 (Period 11).

Details were also provided on a number of key operational and personnel issues including:-

- ◆ absence statistics for the period 1 April to 4 January 2019 by Service and type, including details of Management Interventions during the reporting period
- ◆ operational activity undertaken within Fleet Services during the performance reporting period

**The Forum decided:** that the position as at 4 January 2019 (Period 11) be noted.

*[Reference: Minutes of 4 October 2018 (Paragraph 5)]*

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#### **6a Capital Programme Monitoring 2018/2019 – General Fund Capital Programme**

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A report dated 21 January 2019 by the Executive Director (Finance and Corporate Resources) was submitted on the position of the General Fund Capital Programme 2018/2019 at 4 January 2019 (Period 11).

The General Fund Capital Programme for 2018/2019 totalled £66.819 million. At 4 January 2019, £41.766 million had been spent against a phased budget of £44.654 million, representing expenditure of £2.888 million behind profile.

The physical progress achieved on the General Fund Capital Programme 2018/2019 at 4 January 2019 was detailed in Appendices D to F to the report.

Officers responded to members' questions on various aspects of the report.

**The Forum decided:** that the report be noted.

*[Reference: Minutes of the Executive Committee of 13 February 2019 (Paragraph 3)]*

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#### **6b Capital Budget Monitoring 2018/2019 – Housing Capital Programme**

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A report dated 13 February 2019 by the Executive Director (Finance and Corporate Resources) was submitted on the position of the Housing Capital Programme 2018/2019 at 4 January 2019 (Period 11).

The Housing Capital Programme for 2018/2019 totalled £53.664 million. At 4 January 2019, £37.001 million had been spent against a phased budget of £37.112 million, representing expenditure of £0.111 million behind profile.

The physical progress achieved on the Housing Capital Programme 2018/2019 at 4 January 2019/2018 was detailed in Appendix B to the report.

**The Forum decided:** that the report be noted.

*[Reference: Minutes of the Executive Committee of 13 February 2019 (Paragraph 3)]*

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#### **7 Urgent Business**

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There were no items of urgent business.