

# FINANCIAL RESOURCES SCRUTINY FORUM

Minutes of meeting held in Committee Room 5, Council Offices, Almada Street, Hamilton on 16 November 2017

**Chair:**

Councillor Joe Fagan

**Councillors Present:**

Isobel Dorman, Monique McAdams, Jim Wardhaugh, Jared Wark

**Councillors' Apologies:**

Archie Buchanan, Janine Calikes, Eric Holford, Mark Horsham, Margaret B Walker

**Attending:**

**Finance and Corporate Resources**

G Cochran, Administration Assistant; H Goodwin, Finance Manager (Resources); L O'Hagan, Finance Manager (Strategy); J Muirhead, Administration Adviser; J Taylor, Head of Finance (Strategy)

**Housing and Technical Resources**

D Craig, Property Manager (Commercial); P Rainey, Contract Manager (Maintenance)

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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 5 October 2017 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 2017/2018

A report dated 8 November 2017 by the Executive Director (Finance and Corporate Resources) was submitted comparing actual expenditure against budgeted expenditure for the period ending 15 September 2017 (Period 7).

The figures included an overspend of £0.743 million on the General Fund Revenue Account and a breakeven position on the Housing Revenue Account.

It was expected that the requirement for Social Care Services would result in an estimated overspend of £2.3 million for 2017/2018. Work on a recovery plan was ongoing and included discussions with Health and the Integration Joint Board. It was acknowledged that the current estimate of £2.3 million could increase should there be any further fluctuations from the projections and the position would continue to be closely monitored.

Housing and Technical Resources had been awarded funding from the Home Office of £2.462 million in relation to resettlement of refugees. This funding covered the costs over a 5 year period and would be received across a number of financial years, depending on when the refugees arrived and how many were being funded in each year. The 2017/2018 allocation was £0.379 million and had been included in the revenue budget.

At 15 September 2017, Trading Services' actual surplus totalled £4.728 million, representing a breakeven position against the phased budget.

**The Forum decided:**

- (1) that the overspend on the General Fund Revenue Account of £0.743 million at 15 September 2017 and the position relating to budget pressures on Social Work Resources be noted;
- (2) that the breakeven position on the Housing Revenue Account at 15 September 2017 and forecast to 31 March 2018 of a breakeven position be noted; and
- (3) that the actual surpluses achieved by the Trading Operations of £4.728 million at 15 September 2017, representing a breakeven position against the phased budget, be noted.

*[Reference: Minutes of the Executive Committee of 27 September 2017 (Paragraph 3)]*

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#### **4 Revenue Budget Monitoring 2017/2018 - Detailed Resource Analysis**

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A report dated 8 November 2017 by the Executive Director (Finance and Corporate Resources) was submitted on the detailed financial analysis as at 15 September 2017 (Period 7) 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 15 September 2017 (Period 7)
- ◆ details of the most significant variances within Resources and the Housing Revenue Account across subjective headings and across Services as at 15 September 2017 (Period 7)
- ◆ a line by line trend analysis of the total Resources' expenditure and income across subjective headings as at 15 September 2017 (Period 7)

**The Forum decided:** that the financial position for each of the individual Resources' revenue budgets for 2017/2018 at 15 September 2017 (Period 7) be noted.

*[Reference: Minutes of 5 October 2017 (Paragraph 4)]*

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#### **5 Revenue Budget Monitoring 2017/2018 - Trading Operational Performance Review - Property Services**

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A report dated 23 October 2017 by the Executive Director (Housing and Technical Resources) was submitted on the financial and operational performance of the Property Services' Trading Operation for the period 1 April to 15 September 2017 (Period 7).

The Property Services' Trading Operation was showing a surplus of £1.998 million against a budgeted surplus of £1.998 million for the period ended 15 September 2017.

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

- ◆ absence statistics for the period 1 April to 15 September 2017 by Service and type
- ◆ contract/statutory performance indicators
- ◆ Capital Works Programme
- ◆ General Services' Works Programme
- ◆ customer complaints and enquiries

**The Forum decided:** that the position at 15 September 2017 (Period 7) be noted.

*[Reference: Minutes of 19 January 2017 (Paragraph 5)]*

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## **6a Capital Budget Monitoring 2017/2018 - General Fund Capital Programme**

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A report dated 24 October 2017 by the Executive Director (Finance and Corporate Resources) was submitted on the position of the General Fund Capital Programme 2017/2018 at 15 September 2017 (Period 7).

The General Fund Capital Programme for 2017/2018, including a number of revisions approved by the Executive Committee on 8 November 2017, as detailed in Appendix A to the report, totalled £77.958 million. At 15 September 2017, £24.652 million had been spent against a phased budget of £24.329 million, representing expenditure of £0.323 million ahead of profile.

The physical progress achieved on the General Fund Capital Programme 2017/2018 at 15 September 2017 was detailed in Appendices C to E to the report.

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

*[Reference: Minutes of the Executive Committee of 8 November 2017 (Paragraph 3)]*

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## **6b Capital Budget Monitoring 2017/2018 - Housing Capital Programme**

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A report dated 24 October 2017 by the Executive Director (Finance and Corporate Resources) was submitted on the position of the Housing Capital Programme 2017/2018 at 15 September 2017 (Period 7).

The Housing Capital Programme for 2017/2018 totalled £40.581 million. At 15 September 2017, £13.480 million had been spent against a phased budget of £13.387 million, representing expenditure of £0.093 million ahead of profile.

The physical progress achieved on the Housing Capital Programme 2017/2018 at 15 September 2017 was detailed in Appendix B to the report.

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

*[Reference: Minutes of 5 October 2017 (Paragraph 6b)]*

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## **7 Urgent Business**

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There were no items of urgent business.