

FINANCIAL RESOURCES SCRUTINY FORUM

Minutes of meeting held in Committee Room 5, Council Offices, Almada Street, Hamilton on 26 April 2018

Chair:

Councillor Joe Fagan

Councillors Present:

Eric Holford, Mark Horsham, Margaret B Walker, Jim Wardhaugh, Jared Wark

Councillors' Apologies:

Archie Buchanan, Janine Calikes, Isobel Dorman, Monique McAdams

Attending:

Community and Enterprise Resources

C Campbell, Fuel Efficiency Officer

Finance and Corporate Resources

G Cochran, Administration Assistant; L O'Hagan, Finance Manager (Strategy); J Muirhead, Administration Adviser; A Murray and M Zabir, Finance Advisers

Housing and Technical Resources

D Craig, Property Manager (Commercial)

1 Declaration of Interests

No interests were declared.

2 Minutes of Previous Meeting

The minutes of the meeting of the Financial Resources Scrutiny Forum held on 8 March 2018 were submitted for approval as a correct record.

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

3 Revenue Budget Monitoring 2017/2018

A report dated 28 March 2018 by the Executive Director (Finance and Corporate Resources) was submitted comparing actual expenditure against budgeted expenditure for the period ending 2 February 2018 (Period 12).

The figures included an underspend of £0.793 million on the General Fund Revenue Account and a breakeven position on the Housing Revenue Account.

A probable outturn exercise had been carried out and, taking account of all known commitments across Resources, the figures confirmed an underspend of £0.500 million on the current year budget, which would be transferred to the Uncommitted General Fund at the end of the financial year.

At 2 February 2018, Trading Services' actual surplus totalled £8.109 million, representing an under recovery of £0.136 million against the phased budget.

The Forum decided:

- (1) that the underspend on the General Fund Revenue Account of £0.793 million at 2 February 2018 be noted;
- (2) that the breakeven position on the Housing Revenue Account at 2 February 2018 and the forecast outturn to 31 March 2018 of a breakeven position, following the transfer to Reserves of £0.029 million be noted; and
- (3) that the Trading Operations' position at 2 February 2018 of £0.136 million under recovery against the phased budget be noted.

[Reference: Minutes of the Executive Committee of 28 March 2018 (Paragraph 3)]

4 Revenue Budget Monitoring 2017/2018 - Detailed Resource Analysis

A report dated 28 March 2018 by the Executive Director (Finance and Corporate Resources) was submitted on the detailed financial analysis as at 2 February 2018 (Period 12) 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 2 February 2018 (Period 12)
- ◆ details of the most significant variances within Resources and the Housing Revenue Account across subjective headings and across Services as at 2 February 2018 (Period 12)
- ◆ a line by line trend analysis of the total Resources' expenditure and income across subjective headings as at 2 February 2018 (Period 12)

The Forum decided: that the financial position for each of the individual Resources' revenue budgets for 2017/2018 at 2 February 2018 (Period 11) be noted.

[Reference: Minutes of 8 March 2018 (Paragraph 4)]

5 Revenue Budget Monitoring - Trading Operations Performance Review - Fleet Services

A report dated 27 March 2018 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 2 February 2018 (Period 12).

At 2 February 2018, the Fleet Services' Trading Operation was showing a surplus of £1.591 million against a budgeted surplus of £1.655 million for the period ended 2 February 2018.

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

- ◆ absence statistics for the period 1 April to 2017 to 2 February 2018 by Service and type, including details of Management Interventions during the reporting period
- ◆ operational activity undertaken within Fleet Services during the reporting period

The Forum decided: that the position at 2 February 2018 (Period 12) be noted.

[Reference: Minutes of 7 September 2017 (Paragraph 9)]

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

A report dated 3 April 2018 by the Executive Director (Finance and Corporate Resources) was submitted on the position of the General Fund Capital Programme 2017/2018 at 2 February 2018 (Period 12).

At 2 February 2018, £44.605 million had been spent against a phased budget of £50.264 million, representing expenditure of £5.659 million behind profile.

The physical progress achieved on the General Fund Capital Programme 2017/2018 at 2 February 2018 was detailed in Appendices C to E to the report.

The Forum decided: that the report be noted.

[Reference: Minutes of 8 March 2018 (Paragraph 6a)]

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

A report dated 3 April 2018 by the Executive Director (Finance and Corporate Resources) was submitted on the position of the Housing Capital Programme 2017/2018 at 2 February 2018 (Period 12).

The Housing Capital Programme for 2017/2018 totalled £40.581 million. At 2 February 2018, £27.165 million had been spent against a phased budget of £28.130 million, representing expenditure of £0.965 million behind profile.

The physical progress achieved on the Housing Capital Programme 2017/2018 at 2 February 2018 was detailed in Appendix B to the report.

The Forum decided: that the report be noted.

[Reference: Minutes of 8 March 2018 (Paragraph 6b)]

7 Urgent Business

There were no items of urgent business.