

# Report

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Report to:	<b>Financial Resources Scrutiny Forum</b>
Date of Meeting:	<b>2 September 2010</b>
Report by:	<b>Executive Director (Finance and Information Technology Resources)</b>

Subject:	<b>Information Requested from Resources</b>
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## 1. Purpose of Report

1.1. The purpose of the report is to:-

- ◆ present information received from Resources in response to issues raised at the last meeting of the Forum held on 1 July 2010.

## 2. Recommendation(s)

2.1. The Forum is asked to approve the following recommendation(s):-

- (1) that the responses received from Resources be considered.

## 3. Background

3.1. At the meeting of the Financial Resources Scrutiny Forum held on 1 July 2010, variances across Resources and the explanation for those variances were considered. Information in relation to the issues highlighted was to be provided to this meeting of the Forum

## 4. Information Requested from Resources

### 4.1. *Community Resources – Halls and Concierge Income*

4.1.1. In relation to Community Resources, a query was raised with regards to the budget line, Fees and Charges – Departments of the Authority

4.1.2. Details were requested seeking clarification on the reasons behind the under recovery of income in respect of Halls. Also, clarification was sought on any relationship between the income line, the underspend in basic pay and the overspend on overtime within Concierge Services.

### 4.2. *Education Resources – Other Property Costs*

4.2.1. In relation to Education Resources, a query was raised with regards to the budget line, Other Property Costs.

4.2.2. Details were requested seeking clarification on the breakdown on the management savings that make up the underspend on this line.

### 4.3. *Enterprise Resources – Parking Income*

4.3.1. In relation to Enterprise Resources, a query was raised with regards to the budget line, Fees and Charges General.

4.3.2. Details were requested giving a breakdown of the parking income across the available charge categories.

**5. Employee Implications**

5.1. None.

**6. Financial Implications**

6.1. None.

**7. Other Implications**

7.1. None.

**8. Equality Impact Assessment and Consultation Arrangements**

8.1. There is no requirement to undertake an equality impact assessment or consultation in respect of the content of this report.

**Linda Hardie**

**Executive Director (Finance and Information Technology Resources)**

12 August 2010

**Link(s) to Council Objectives/Improvement Themes/Values**

- ◆ Efficient and effective use of resources
- ◆ Accountable, effective and efficient

**Previous References**

- ◆ Minutes of 1 July 2010

**List of Background Papers**

- ◆ None

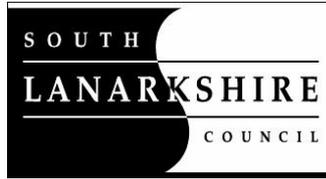
**Contact for Further Information**

If you would like to inspect the background papers or want further information, please contact:-

Paul Manning, Head of Finance Services

Ext: 4532 (Tel: 01698 454532)

E-mail: paul.manning@southlanarkshire.gov.uk



**Community Resources**  
Executive Director **Norrie Anderson**  
**Support Services**

## Memo

**To:** Paul Manning  
Head of Finance Services

**Our ref:**  
**Your ref:**

**cc:**

**From:** Alistair McKinnon  
Head of Support Services  
(Community Resources)

**If calling ask for:** Alistair McKinnon  
**Phone:** 01698 454700  
**Date:** 03-August-2010

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### **Subject: Financial Resources Scrutiny Forum Query – Halls and Concierge Income**

I refer to your memo dated 7 July 2010 regarding the above and would reply as follows:

- *Information to be provided, giving clarification on the reasons behind the under recovery of income in respect of Halls.*

Income within the Halls service was under recovered at the time of the Scrutiny Forum query but as at period 4 income is now on target. The under recovery was due to a reduction in lets which could have been a consequence of the increased charges applied from April but we have since seen an increase in letting and income levels are now in line to achieve budget.

- *Clarify the relationship between income line, the under spend in basic pay and the over spend on overtime within Concierge Services.*

There has been a significant change in the service provision within the Concierge Service (Civic Centre Homecare, Social Work Resources). This reduction in service has resulted in an under recovery of income with a corresponding effect in employee costs. Employee costs (basic wages) are also under spent due to vacancies in the service as a whole which are currently being covered by overtime. The service is actively reviewing staff levels i.e. filling vacancies, moving staff between locations to minimise the use of overtime to cover vacancies.

I trust this will be sufficient for your purposes but if you require any further information, please give me a call.

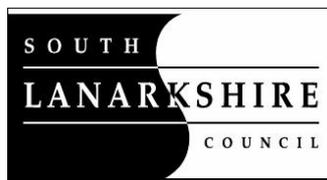
Alistair McKinnon  
Head of Support Services

Council Offices, Almada Street, Hamilton ML3 0AQ Phone: 01698 454700 Fax: 01698 455013 Minicom: 01698 454039  
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INVESTOR IN PEOPLE





**Education Resources**  
Executive Director **Larry Forde**  
**Finance Services**

## Memo

<b>To:</b>	Paul Manning Head of Finance Services	<b>Our ref:</b>	
<b>cc:</b>		<b>Your ref:</b>	LOH – Memo 110
		<b>If calling ask for:</b>	Louise Allison
		<b>Phone:</b>	01698 454425
<b>From:</b>	Lynn Sherry Head of Education (Finance)	<b>Date:</b>	4 August 2010

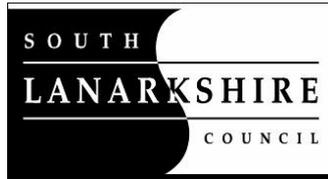
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**Subject: Financial Resources Scrutiny Forum Query – Other Property costs**

In response to the request from the Chair of the Forum on the above issue raised, the following update is provided.

The full amount of budget accumulated as part of PPP affordability will not be required in 2010/11 to pay for the unitary charge. Therefore for one year only, this budget will be used to assist with budget pressures elsewhere in the Resource, namely employee costs.





**Enterprise Resources**  
Executive Director **Colin McDowall**  
**Support Services**

## Memo

**To:** Paul Manning  
Head of Finance Services

**cc:**

**From:** Alan Colthart  
Head of Support Services  
Enterprise Resources

**Our ref:** AJC/CWD  
**Your ref:** L O'H Memo 109  
**If calling ask for:** Alan Colthart  
**Phone:** 5600  
**Date:** 28<sup>th</sup> July 2010

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**Subject: Financial Services Scrutiny Forum Query – Parking Income**

I am replying to the query raised regarding Fees and Charges income at the Financial Resources Scrutiny Forum meeting of 1 July 2010.

The over recovery of £60k on the budget line Fees and Charges General mainly relates to parking income which was 47k over recovered, the balance was an over recovery of penalty fees under the Transport Scotland Act.

Details relating to parking income for the period reported were as follows

Charge Type	Annual Estimate	Phased Estimate	Actual
Penalty Charge Notices	£462k	£45k	£51k
Season Tickets	£379k	£55k	£79k (1)
On Street Parking	£147k	£14k	£18k
Off Street Parking	£1207k	£100k	£113k (2)

(1) The/

- (1) The over recovery on season ticket income is partly due to changes in the pattern of payment as tickets can be paid for monthly, quarterly or annually and is therefore unpredictable as some of the holders of season tickets change from year to year.

For the year the total number of season tickets issued is relatively constant and therefore no over recovery is anticipated at the end of the financial year

- (2) Other parking income is also slightly over recovered, however in the last 2 financial years total income received has been lower than the annual estimate due to the impact of the economic slowdown and therefore no over recovery is expected by the end of the year.

Parking income and use of available spaces will continue to be monitored during the year.

Should you require any further details please contact Campbell Dunn on extension 4746.

