

## FINANCIAL RESOURCES SCRUTINY FORUM

Minutes of meeting held in Committee Room 5, Council Offices, Almada Street, Hamilton on 14 December 2017

**Chair:**

Councillor Joe Fagan

**Councillors Present:**

Isobel Dorman, Mark Horsham, Monique McAdams, Lynne Nailon (*substitute for Councillor Holford*), Jim Wardhaugh

**Councillors' Apologies:**

Archie Buchanan, Janine Calikes, Eric Holford, Margaret B Walker, Jared Wark

**Attending:**

**Community and Enterprise Resources**

D Gibson, Fleet Manager

**Finance and Corporate Resources**

G Cochran, Administration Assistant; L O'Hagan, Finance Manager (Strategy); S McLeod, Administration Officer; J Taylor, Head of Finance (Strategy); M Zabir, Finance Adviser

**Housing and Technical Resources**

D Craig, Property Manager (Commercial)

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### 1 Declaration of Interests

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No interests were declared.

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### 2 Minutes of Previous Meeting

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The minutes of the meeting of the Financial Resources Scrutiny Forum held on 16 November 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

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A report dated 6 December 2017 by the Executive Director (Finance and Corporate Resources) was submitted comparing actual expenditure against budgeted expenditure for the period ending 13 October 2017 (Period 8).

The figures included an overspend of £0.779 million on the General Fund Revenue Account and a breakeven position on the Housing Revenue Account. The overspend related to Social Work Resources and the position would continue to be closely monitored.

At 13 October 2017, Trading Services' actual surplus totalled £5.524 million, representing a breakeven position against the phased budget.

A number of other factors impacting on the Revenue Budget 2017/2018 were detailed in the report.

**The Forum decided:**

- (1) that the overspend on the General Fund Revenue Account of £0.779 million at 13 October 2017 and the position relating to budget pressures in Social Work Resources be noted; and
- (2) that the breakeven position on the Housing Revenue Account at 13 October 2017 and the forecast outturn to 31 March 2018 of a breakeven position be noted.

*[Reference: Minutes of 8 November 2017 (Paragraph 4)]*

*Councillor McAdams entered the meeting during this item of business*

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

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A report dated 6 December 2017 by the Executive Director (Finance and Corporate Resources) was submitted on the detailed financial analysis as at 13 October 2017 (Period 8) 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 13 October 2017 (Period 8)
- ◆ details of the most significant variances within Resources and the Housing Revenue Account across subjective headings and across Services as at 13 October 2017 (Period 8)
- ◆ a line by line trend analysis of the total Resources' expenditure and income across subjective headings as at 13 October 2017 (Period 8)

**The Forum decided:** that the financial position for each of the individual Resources' revenue budgets for 2017/2018 at 13 October 2017 (Period 8) be noted.

*[Reference: Minutes of 16 November 2017 (Paragraph 4)]*

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

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A report dated 13 November 2017 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 13 October 2017 (Period 8).

At 13 October 2017, the Fleet Services' Trading Operation was showing a surplus of £1.117 million against a budgeted surplus of £1.117 million for the period ended 13 October 2017.

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

- ◆ absence statistics for the period 1 April to 13 October 2017 by Service and type, including details of Management Interventions during the reporting period
- ◆ operational activity undertaken within Fleet Services during the reporting period

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

**The Forum decided:** that the position at 13 October 2017 (Period 8) be noted.

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

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

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A report dated 21 November 2017 by the Executive Director (Finance and Corporate Resources) was submitted on the position of the General Fund Capital Programme 2017/2018 at 13 October 2017 (Period 8).

The General Fund Capital Programme for 2017/2018, including a number of revisions approved by the Executive Committee on 6 December 2017, as detailed in Appendix A to the report, totalled £78.047 million. At 13 October 2017, £29.346 million had been spent against a phased budget of £30.889 million, representing expenditure of £1.543 million behind profile.

The physical progress achieved on the General Fund Capital Programme 2017/2018 at 13 October 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 6 December 2017 (Paragraph 3)]*

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

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A report dated 21 November 2017 by the Executive Director (Finance and Corporate Resources) was submitted on the position of the Housing Capital Programme 2017/2018 at 13 October 2017 (Period 8).

The Housing Capital Programme for 2017/2018 totalled £40.581 million. At 13 October 2017, £16.208 million had been spent against a phased budget of £16.106 million, representing expenditure of £0.102 million ahead of profile.

The physical progress achieved on the Housing Capital Programme 2017/2018 at 13 October 2017 was detailed in Appendix B to the report.

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

*[Reference: Minutes of 16 November 2017 (Paragraph 6b)]*

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## **7 Urgent Business**

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There were no items of urgent business.