

## FINANCIAL RESOURCES SCRUTINY FORUM

Minutes of meeting held in Committee Room 5, Council Offices, Almada Street, Hamilton on 8 March 2018

**Chair:**

Councillor Joe Fagan

**Councillors Present:**

Archie Buchanan, Janine Calikes, Isobel Dorman, Eric Holford, Mark Horsham, Jared Wark

**Councillors' Apologies:**

Monique McAdams, Margaret B Walker, Jim Wardhaugh

**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 8 February 2018 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 28 February 2018 by the Executive Director (Finance and Corporate Resources) was submitted comparing actual expenditure against budgeted expenditure for the period ending 5 January 2018 (Period 11).

The figures included an underspend of £1.125 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 5 January 2018, Trading Services' actual surplus totalled £7.100 million, representing an under recovery of £0.143 million against the phased budget.

**The Forum decided:**

- (1) that the underspend on the General Fund Revenue Account of £1.125 million at 5 January 2018 be noted;
- (2) that the proposed transfer to the Uncommitted General Fund of £0.500 million be noted; and
- (3) that the breakeven position on the Housing Revenue Account at 5 January 2018 and the forecast outturn to 31 March 2018 of a breakeven position be noted.

*[Reference: Minutes of 8 February 2018 (Paragraph 3)]*

*Councillor Wark 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 28 February 2018 by the Executive Director (Finance and Corporate Resources) was submitted on the detailed financial analysis as at 5 January 2018 (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 5 January 2018 (Period 11)
- ◆ details of the most significant variances within Resources and the Housing Revenue Account across subjective headings and across Services as at 5 January 2018 (Period 11)
- ◆ a line by line trend analysis of the total Resources' expenditure and income across subjective headings as at 5 January 2018 (Period 11)

**The Forum decided:** that the financial position for each of the individual Resources' revenue budgets for 2017/2018 at 5 January 2018 (Period 11) be noted.

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

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

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A report dated 21 February 2018 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 2017 to 5 January 2018 (Period 11).

The Property Services' Trading Operation was showing a surplus of £2.780 million against a budgeted surplus of £2.780 million for the period ended 5 January 2018.

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

- ◆ absence statistics for the period 1 April 2017 to 5 January 2018 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 5 January 2018 (Period 11) be noted.

*[Reference: Minutes of 16 November 2017 (Paragraph 5)]*

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

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A report dated 13 February 2018 by the Executive Director (Finance and Corporate Resources) was submitted on the position of the General Fund Capital Programme 2017/2018 at 5 January 2018 (Period 11).

At 5 January 2018, £41.605 million had been spent against a phased budget of £43.717 million, representing expenditure of £2.112 million behind profile.

The physical progress achieved on the General Fund Capital Programme 2017/2018 at 5 January 2018 was detailed in Appendices C to E to the report.

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

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

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

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A report dated 13 February 2018 by the Executive Director (Finance and Corporate Resources) was submitted on the position of the Housing Capital Programme 2017/2018 at 5 January 2018 (Period 11).

The Housing Capital Programme for 2017/2018 totalled £40.581 million. At 5 January 2018, £25.142 million had been spent against a phased budget of £25.110 million, representing expenditure of £0.032 million ahead of profile.

The physical progress achieved on the Housing Capital Programme 2017/2018 at 5 January 2018 was detailed in Appendix B to the report.

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

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