

Report To:	Environment & Regeneration Committee	Date:	18 January 2018
Report By:	Chief Financial Officer and Corporate Director Environment, Regeneration and Resources	Report No:	FIN/03/18/AP/MMcC
Contact Officer:	Mary McCabe	Contact N	o: 01475 712222
Subject:	Environment and Regeneration 20 to 31 October 2017	17/18 Reven	ue Budget – Period 7

1.0 PURPOSE

Invercly

1.1 To advise the Committee of the 2017/18 Revenue Budget position at 31 October 2017.

2.0 SUMMARY

- 2.1 The revised 2017/18 budget for Environment and Regeneration is £20,582,000 which excludes Earmarked Reserves.
- 2.2 The latest projection, excluding Earmarked Reserves, is an underspend of £146,000, a reduction in projected spend of £114,000 since the last Committee.
- 2.3 The major variances projected at Period 7 are:
 - a) There are projected underspends within Waste Disposal on the residual waste contract of £78,000 and the MRF contract of £50,000. These projections are based on current prices and tonnages and will continue to be monitored closely. These are partially offset by overspends on Composting and Non Contract Waste disposal totalling £51,000.
 - b) Turnover savings across the Committee (not offset by other costs or income) of £197,000 due to delays in filling vacant posts.
 - c) Under recoveries in Commercial, Industrial and Planning Building Standards income of £32,000 and £40,000 respectively, in line with previous years.
- 2.4 The above figures do not include the recent receipt of almost £0.5million in ESF grant relating to employability. Due to uncertainty over the timing and quantum of the grant only a proportion has been included in approved budgets and as such any surplus grant will be treated as "windfall income" in line with Financial Regulation 3.9. Officers will confirm the amount of the windfall element and factor this into proposals for consideration by the MBWG as part of the 2018/20 Revenue Budget.
- 2.5 Operational Earmarked Reserves for 2017/18 total £2,480,000 of which £2,290,000 is projected to be spent in the current financial year. As detailed in Appendix 4 expenditure of £515,000 (22% of projected spend) has been incurred to Period 7. This is broadly in line with the phased budget. The bulk of the Earmarked Reserves are phased to spend in the latter part of the year and officers expect expenditure to increase significantly in the coming months to achieve the projected spend.

3.0 RECOMMENDATIONS

3.1 It is recommended that the Committee note the current projected underspend for 2017/18 of

£146,000 as at 31 October 2017.

3.2 It is recommended that Committee note the position in respect of recent receipt of ESF grant.

Alan Puckrin Chief Financial Officer Scott Allan Corporate Director Environment, Regeneration & Resources

4.0 BACKGROUND

- 4.1 The purpose of this report is to advise the Committee of the current position of the 2017/18 budget and to highlight the main issues contributing to the projected underspend.
- 4.2 The revised 2017/18 budget for Environment and Regeneration, excluding earmarked reserves, is £20,582,000. This is an increase of £381,000 from the approved budget, prior to transfers to earmarked reserves. Appendix 1 gives details of this budget movement.

5.0 2017/18 CURRENT POSITION

5.1 The current projection for 2017/18 is an underspend of £146,000 (0.67%).

5.2 Regeneration & Planning - £16,000 overspend

The current projected out-turn for Regeneration & Planning is an overspend of £16,000, a reduction in spend of £63,000 since the last Committee.

The main issues relating to the current projected overspend for Regeneration & Planning are detailed below and in Appendix 3:

(a) Employee Costs

There is a projected underspend of £74,000 due to turnover savings resulting from delays in filling vacant posts. This is £18,000 less expenditure than was projected at Period 5.

(b) Income

There is a projected under recovery of £72,000, an increase in projected income of £45,000 since the last Committee, due to:

- i. An under recovery in Commercial & Industrial rental income of £32,000 due to a higher than budgeted level of voids. This is in line with previous years. In October 2016, the Committee approved the use of existing earmarked reserves to improve the Council's commercial portfolio and increase the likelihood of leasing these properties.
- ii. A projected under recovery of Planning Building Standards income of £40,000; due to a lower than budgeted level of applications being received, as previously reported.

At the last Committee there was an under recovery of Planning Development Control income of £45,000 projected. However, due to a number of large applications being made in the last month, this line is now projected to outturn on budget.

(c) The income figures do not include the recent receipt of almost £0.5million in ESF grant relating to employability. Due to uncertainty over the timing and quantum of the grant only a proportion has been included in approved budgets and as such any surplus grant will be treated as "windfall income" in line with Financial Regulation 3.9. Officers will confirm the amount of the windfall element and factor this into proposals for consideration by the MBWG as part of the 2018/20 Revenue Budget.

5.3 Property Services - £62,000 overspend

The current projected out-turn for Property Services is an overspend of £62,000, an increase in projected expenditure of £31,000 since Period 5.

The main issues contributing to the current projected overspend for Property Services are detailed below and in Appendix 3:

(a) Employee Costs

There is a projected overspend of £34,000 due to the turnover savings target being underachieved.

(b) Administration Costs

There is a projected overspend of £267,000 mainly due to agency worker costs within Technical Services; offset by additional fee income.

(c) Income

There is a projected over recovery in income of £265,000 mainly due to additional Technical Services capital recharges income of £260,000 – offset by increased agency worker costs.

5.4 Environmental & Commercial Services - £224,000 underspend

The current projected out-turn for Environmental & Commercial Services is an underspend of £224,000, a reduction in projected expenditure of £82,000 since Period 5.

The main issues contributing to the current projected underspend for Environmental & Commercial Services are detailed below and in Appendix 3:

(a) Employee Costs

There is a projected underspend of £333,000, £37,000 less spend than at Period 5, mainly due to:

- i. Additional turnover savings within Management of £66,000, a reduction in spend of £34,000 since the last Committee due to delays in filling vacancies.
- ii. Underspend in Janitors and Letting Officers employee costs of £5,000 which is offset by reduced recharge income. This is a reduction in projected variance of £40,000 from the last Committee mainly due to a reduction in employee costs and income budget for let officers, arising from the return of £51,000 to reserves from the Communities budget.
- iii. Turnover savings within Catering of £21,000, a reduction in spend of £4,000 since Period 5.
- iv. Underspend in Cleaning of £89,000, mainly as a result of the early achievement of productivity savings, due to be achieved in 2018/19. This underspend is offset by reduced income and is £9,000 less spend than previously reported.
- v. Turnover savings within Roads Operations of £39,000, £16,000 less spend than previously reported. This underspend is offset by agency costs under Administration costs.
- vi. Turnover savings within Vehicle Maintenance of £39,000, partially offset by increased subcontractor costs due to works being carried out externally. This is a reduction in spend of £6,000 from Period 5.
- vii. Turnover savings within Refuse Collection of £30,000. This is an increase in spend of £8,000 since the last Committee and is offset by agency costs per 5.4(d)(i) below.
- viii. Additional turnover savings across the Service of £44,000 due to delays in filling vacant posts.
- (b) <u>Supplies & Services</u>

There is a projected underspend of £352,000, a reduction in projected spend of £93,000 since last report, mainly resulting from:

i. A projected overspend of £20,000 in Vehicle Maintenance subcontractor costs, £10,000 less spend than previously reported, which is offset by reduced employee costs, per 5.4(a)(vi) above.

- ii. A projected overspend in Vehicle Maintenance materials costs of £20,000, offset by increased non routine maintenance income, as previously reported.
- iii. Projected underspends in Roads Operations subcontractors and materials of £80,000 and £365,000 respectively. This is a reduction in projected spend of £120,000 since Period 5. These underspends are in line with the current work programme and are offset by reduced income. The projected bottom line for the Roads Operations budget at Period 7 is a net under recovery of £10,000.
- iv. An overspend in Building Services direct purchases of £60,000 and an underspend on subcontractors of £30,000. This is an increase in spend of £30,000 since the last Committee. The net position of the Building Services budget is a minor overspend of £4,000.

(c) <u>Transportation & Plant</u>

There is a projected underspend of $\pounds 27,000$, a net reduction in spend of $\pounds 86,000$ since Period 5, due to:

- i. An underspend in Roads Operations external hires of £20,000, £110,000 less spend than previously projected, as explained in 5.4(b)(iii) above.
- ii. An underspend in Vehicle Maintenance fuel purchases spend of £30,000, as previously reported. This underspend is offset by an underrecovery of recharge income.
- iii. Underspends within the client services on fuel recharges of £23,000, in line with (ii) above.

(d) Administration Costs

There is a projected overspend of £72,000, an increase in spend of £32,000 since the last Committee, mainly due to:

- i. Refuse Collection agency costs of £30,000, offset by turnover savings, as previously reported.
- ii. Roads Operations agency costs of £32,000, not previously reported. These are offset by turnover savings.

(e) Payments to Other Bodies

Within Waste Disposal, there is a projected underspend of £78,000, an increase in spend of £15,000 since the last Committee. This underspend is due to movements in the waste tonnages treated under the various contracts, specifically:

- i. A projected underspend in the residual waste contract of £78,000, a reduction in spend of £13,000 since Period 5.
- ii. A projected underspend in the MRF contract of £50,000, an increase in projected spend of £22,000 since the last Committee.
- iii. Projected overspends in the composting contract and non-contract waste disposal of £28,000 and £23,000.

(f) Income

There is a projected under recovery of £499,000, a reduction in income of £107,000 since last Committee, mainly due to:

- i. Building Services income is projected to over recover by £4,000, which is an increase in income of £30,000 since last reported. This is in line with increased spend on direct purchases, per 5.4 (b)(iv) above.
- ii. Janitors recharge income is projected to under recover by £5,000, a movement of £40,000 since the last Committee, as explained in 5.4(a)(ii).

- iii. An under recovery in Cleaning income of £89,000 offset by reduced employee costs, per 5.4(a)(iv) above.
- iv. An under recovery of Roads Operations income of £467,000, in line with reduced expenditure, as detailed in 5.4(b)(iii). This is a reduction in projected income of £202,000 from the last Committee due to a revised workplan.
- v. Within Vehicle Maintenance, an over recovery of non-routine maintenance income of £20,000 and an under recovery of fuel recharge income of £30,000 in line with variances in expenditure, as previously reported.
- vi. An over recovery of Refuse Transfer Station scrap metal income of £24,000 due to higher rates for recyclable material.

5.5 Corporate Director - £nil Variance

The Corporate Director budget is currently projecting to out-turn on budget.

6.0 EARMARKED RESERVES

6.1 There is a planned contribution of £1,197,000 to Earmarked Reserves in the current financial year. Appendix 4 gives an update on the operational Earmarked Reserves, ie excluding strategic funding models such as RI funding, AMP and Vehicle Replacement Programme. Spend to date on these operational Earmarked Reserves is 96% of phased budget. The bulk of the Earmarked Reserves are phased to spend in the latter part of the year and officers expect expenditure to increase significantly in the coming months to achieve the projected spend.

7.0 VIREMENTS

7.1 There are no virement requests in this report.

8.0 IMPLICATIONS

Finance

8.1 All finance implications are discussed in detail within the report above.

Financial Implications:

One off Costs

Cost Centre	Budget Heading	Budget Years	Proposed Spend this Report £000	Virement From	Other Comments
N/A					

Annually Recurring Costs/ (Savings)

Cost Centre	Budget Heading	With Effect from	Annual Net Impact £000	Virement From (If Applicable)	Other Comments
N/A					

Legal

8.2 There are no specific legal implications arising from this report.

Human Resources

8.3 There are no specific human resources implications arising from this report.

Equalities

8.4 There are no equality issues arising from this report.

Repopulation

8.5 There are no repopulation issues within this report.

9.0 CONSULTATIONS

9.1 The report has been jointly prepared by the Corporate Director Environment, Regeneration & Resources and the Chief Financial Officer.

10.0 CONCLUSIONS

10.1 The Committee is currently reporting an underspend of £146,000.

11.0 LIST OF BACKGROUND PAPERS

11.1 There are no background papers relating to this report.

Appendix 1

Environment & Regeneration Budget Movement - 2017/18

PERIOD 7: 1st April 2017 - 31st October 2017

Approved Budget			Movements					
Service	2016/17 £000	Inflation £000	Virement £000	Supplementary Budgets £000	Transferred to EMR £000	2016/17 £000		
Regeneration & Planning	4,157			34	(298)	3,893		
Property Services	3,250		(33)	90	(678)	2,629		
Environmental & Commercial Services	13,843	(37)		325	(221)	13,910		
Corporate Director	148			2		150		
Totals	21,398	(37)	(33)	451	(1,197)	20,582		

Movement Details

£000

External Resources

Inflation

Roads Electrical Power allocation from Inflation Contingency	32
Residual Waste contract - return to Inflation Contingency	(17)
MRF contract - return to Inflation Contingency	(52)
	(37)
Virements	(=:)_
To P&R Committee - Legal & Property employee costs correction	(20)
To P&R Committee to partly fund solicitor's post (agreed P&R 14/11/17)	(12)
To ECOD Committee re Physical Assets Rental Income (agreed ECOD 31/10/17)	(1)
	(33)
Supplementary Budgets	(00)_
Apprenticeship Levy	72
Pay Award	267
NDR Rates Revaluation	112
	451
	381

ENVIRONMENT AND REGENERATION COMMITTEE

REVENUE BUDGET MONITORING REPORT

PERIOD 7: 1st April 2017 - 31st October 2017

Subjective Heading	Approved Budget 2017/18 £000	Revised Budget 2017/18 £000	Projected Out-turn 2017/18 £000	Projected Over/(Under) Spend	Percentage Variance %
Employee Costs	17,932	18,116	17,743	(373)	(2.06)%
Property Costs	5,137	5,272	5,292	20	0.38%
Supplies & Services	6,096	6,117	5,778	(339)	(5.54)%
Transport Costs	2,356	2,356	2,329	(27)	(1.15)%
Administration Costs	538	538	877	339	63.04%
Payments to Other Bodies	9,131	9,522	9,444	(78)	(0.82)%
Other Expenditure	495	95	101	6	6.21%
Income	(20,287)	(20,237)	(19,931)	306	(1.51)%
TOTAL NET EXPENDITURE	21,398	21,779	21,633	(146)	(0.67)%
Transfer to Earmarked Reserves *	0	(1,197)	(1,197)	0	0.00%
TOTAL NET EXPENDITURE EXCLUDING EARMARKED RESERVES	21,398	20,582	20,436	(146)	(0.71)%

Objective Heading	Approved Budget 2017/18 £000	Revised Budget 2017/18 £000	Projected Out-turn 2017/18 £000	Projected Over/(Under) Spend	Percentage Variance %
Regeneration & Planning	4,157	4,191	4,207	16	0.38%
Property Services	3,250	3,307	3,369	62	1.87%
Environmental & Commercial Services	13,843	14,131	13,907	(224)	(1.59)%
Corporate Director	148	150	150	0	0.00%
TOTAL NET EXPENDITURE	21,398	21,779	21,633	(146)	(0.67)%
Transfer to Earmarked Reserves *	0	(1,197)	(1,197)	0	0.00%
TOTAL NET EXPENDITURE EXCLUDING EARMARKED RESERVES	21,398	20,582	20,436	(146)	(0.71)%

* Per Appendix 3: New funding transferred to earmarked reserves during 2017/18

ENVIRONMENT AND REGENERATION COMMITTEE

REVENUE BUDGET MONITORING REPORT

MATERIAL VARIANCES

PERIOD 7: 1st April 2017 - 31st October 2017

<u>Out Turn</u> <u>2016/17</u> <u>£000</u>	Budget_ Heading	Subjective Head	<u>Budget</u> 2017/18 £000	Proportion of Budget £000	Actual to 31-Oct-17 £000	Projection <u>2017/18</u> <u>£000</u>	(Under)/Over Budget £000	Percentage Variance <u>%</u>
468 805	REGENERATION & PLANNING Economic Development Admin Planning	Employee Costs Employee Costs	562 914	328 533	236 491	511 889	(51) (25) (76)	(9.07)% (2.74)%
(250) (618)	Planning - Building Standards Income Commercial & Industrial Rental Income	Income Income	(290) (694)	(169) (405)	(97) (294)	(250) (662)	40 32 72	(13.79)% (4.61)%
954 75	PROPERTY SERVICES Technical Services Office Accommodation	Employee Costs Employee Costs	811 122	473 71	501 52	869 97	58 (25) 33	7.15% (20.49)%
178	Technical Services - Agency Staff	Administration	0	0	140	260	260 260	
(988)	Technical Services - Recharges to Capital	Income	(758)	(442)	(143)	(1,018)	(260) (260)	34.30%
710 2,601 582 1,309 1,775 1,686	ENVIRONMENTAL & COMMERCIAL SERVICES Roads Operations Unit Management Vehicle Maintenance Refuse Collection Catering Cleaning	Employee Costs Employee Costs Employee Costs Employee Costs Employee Costs Employee Costs	800 2,616 638 1,386 1,930 1,759	438 1,441 351 763 1,063 969	359 1,397 305 719 1,042 891	761 2,550 599 1,356 1,909 1,670	(39) (66) (39) (30) (21) (89) (284)	(4.88)% (2.52)% (6.11)% (2.16)% (1.09)% (5.06)%
130 209 273 1,547 226 119	Vehicle Maintenance - Subcontractors Vehicle Maintenance - Materials Roads Operations Unit - Subcontractors Roads Operations Unit - Materials BSU - Direct Purchases BSU - Subcontractors	Supplies and Services Supplies and Services Supplies and Services Supplies and Services Supplies and Services Supplies and Services	96 176 235 1,525 164 220	56 103 94 633 96 128	-	116 196 155 1,160 224 190	20 20 (80) (365) 60 (30) (375)	20.83% 11.36% (34.04)% (23.93)% 36.59% (13.64)%

ENVIRONMENT AND REGENERATION COMMITTEE

REVENUE BUDGET MONITORING REPORT

MATERIAL VARIANCES

PERIOD 7: 1st April 2017 - 31st October 2017

<u>Out Turn</u> 2016/17 <u>£000</u>	Budget Heading	Subjective Head	<u>Budget</u> 2017/18 <u>£000</u>	Proportion of Budget £000	Actual to <u>31-Oct-17</u> <u>£000</u>	Projection 2017/18 £000	<u>(Under)/Over</u> <u>Budget</u> <u>£000</u>	Percentage Variance <u>%</u>
360 445 50 37 31 82	Roads Operations Unit - External Hires Vehicle Maintenance - Fuel Purchases Refuse Collection - Non routine vehicle maintenance Waste strategy - Non routine vehicle maintenance CAB/MOT - Non routine vehicle maintenance Roads Operations - Non Routine Vehicle Maintenance	Transport & Plant Transport & Plant Transport & Plant Transport & Plant Transport & Plant Transport & Plant	305 508 69 0 48 26	122 296 40 0 16 15	176 285 21 8 13 27		(30) (24) 22 (21)	(34.78)% #DIV/0! (43.75)%
48 0	Refuse Collection - Agency Staff Roads Operations Unit - Agency Staff	Administration Administration	20 0	12 0	36 0	50 32	(43) 30 32 62	150.00%
2,748 186 57 126	Refuse Transfer Station - Residual waste contract Waste Strategy - Payments to Greenlight Refuse Transfer Station - Non contract waste disposal Waste Strategy - Composting	PTOB PTOB PTOB PTOB	2,853 182 48 105	1,664 106 28 61	1,390 73 43 108	2,775 132 71 133	(50) 23	
(84) (443) (1,630) (777) (2,826) (17) (443) (247)	BSU - Recharges Internal Clients BSU - Income Work Won in Tender Cleaning - Internal income Roads Operations Unit - Recharges at Dayworks Roads Operations Unit - Recharges Schedule of Rates Refuse Transfer Station - Scrap Metal Income Vehicle Maintenance - Fuel Recharges Vehicle Maintenance - Non-routine maintenance income	Income Income Income Income Income Income Income	(145) (603) (1,685) (770) (2,705) (11) (505) (154)	(84) (352) (369) (313) (1,108) (6) (295) (90)	14 (221) 0 (278) (1,098) (19) (257) (96)	(1,596) (856) (2,152)	(30) 89 (86) 553 (24) 30	4.98% (5.28)% 11.17% (20.44)% 218.18% (5.94)% 12.99%
Total Material Variances (150)								

EARMARKED RESERVES POSITION STATEMENT

COMMITTEE: Environment & Regeneration

<u>Project</u>	<u>Total</u> Funding 2017/18	<u>Phased Budget</u> <u>To Period 7</u> <u>2017/18</u>	<u>Actual</u> <u>To Period 7</u> 2017/18	Projected Spend 2017/18	Amount to be Earmarked for 2018/19 & Beyond	Lead Officer Update
	<u>£000</u>	<u>£000</u>	<u>£000</u>	<u>£000</u>	<u>£000</u>	
Youth Employment	570	270	270	570	0	To deliver 6 mature modern apprentices with additional employability support for care leavers/ clients with autism. Recruitment started.
Repopulating/Promoting Inverclyde	137	20	0	137	0	To address falling population levels
Employability Initiatives	483	73	73	483	0	To support local individuals in providing employment opportunities within the employability pipeline. £160k additional reserve transferred from the pre Release Initiatives EMR.
Power Boat Grand Prix	50	50	50	50	0	Delivery of Power Boat grand Prix in Greenock on the weekend of 24th/25th June.
TS Queen Mary	30	16	0	0	30	Loan facility for TS Queen Mary for fit out costs no longer required.
Commonwealth Flotilla Event	16	0	0	16	0	To stage the Commonwealth Flotilla event and fund legacy infrastructure. Remaining EMR balance to be paid to RI as final payment for retentions and consulting fee.
Roads Defects and Drainage works	202	42	15	202	0	Additional funding to be used to treat backlog of pot holes and problematic drainage locations. Works will be completed in 2017/18

EARMARKED RESERVES POSITION STATEMENT

COMMITTEE: Environment & Regeneration

Project	<u>Total</u> <u>Funding</u> 2017/18	Phased Budget <u>To Period 7</u> 2017/18	<u>Actual</u> <u>To Period 7</u> <u>2017/18</u>	Projected Spend 2017/18	Amount to be Earmarked for 2018/19 & Beyond	Lead Officer Update
	<u>£000</u>	<u>£000</u>	<u>£000</u>	<u>£000</u>	<u>£000</u>	
Town and Village Centre Environmental Improvements	488	0	3	488		Delivery of a range of environmental improvements in town and village centres across Inverclyde in consultation with Local Communities.
Economic Development Initiatives	267	67	100	250		To supplement the Councils employability pipeline which delivers advice and training to take clients towards the job market.
Tourism & Events	117	0	4	4		Delivery of marketing grants to local businesses along with supplementing the events programme within Inverclyde. The amount earmarked for 2018/19 & beyond was earmarked for the 2018/19 powerboat grand prix, which is no longer taking place.
Demolition of Former Babylon Nightclub	30	0	0	0	30	Allocated to assist with future development of site.
CEF Energy Audit	90	0	0	90		Funding for specialist Energy Audits and subsequent energy efficiency projects identified as part of audits.
Total Category C to E	2,480	538	515	2,290	190	