

AGENDA ITEM NO. 2

Report To: Environment & Regeneration Date: 17 January 2019

Committee

Report By: Chief Financial Officer and Report No: FIN/04/19/AP/MMcC

Corporate Director Environment, Regeneration and Resources

Contact Officer: Mary McCabe Contact No: 01475 712222

Subject: Environment and Regeneration 2018/19 Revenue Budget – Period 7

(31 October 2018)

1.0 PURPOSE

1.1 To advise the Committee of the 2018/19 Revenue Budget position at period 7 to 31 October 2018.

2.0 SUMMARY

- 2.1 The revised 2018/19 budget for Environment and Regeneration is £22,267,000 which excludes Earmarked Reserves.
- 2.2 The latest projection, excluding Earmarked Reserves, is an underspend of £12,000, a reduction in projected spend of £124,000 since the last Committee.
- 2.3 The latest projection now includes known additional costs resulting from the Council's recycling contractor Greenlight going into administration, not previously reported.
- 2.4 The major variances projected at Period 7 are:
 - i. An over recovery of Planning Development Control income of £165,000, an increase in projected income of £142,000 from period 5. In addition to this over recovery a further £69,000 of income is projected which will be earmarked through the smoothing reserve for use in future years and is not being reported as an over recovery against Committee income in the current year.
 - ii. An under recovery of Refuse Collection trade waste income of £96,000. This under recovery is partially offset by reduced residual waste disposal costs.
 - iii. An overspend in the Recycling contract line of £121,000, mainly due to additional costs associated with Greenlight going into administration. These costs are partially offset by a reduction in Food Waste contract costs of £46,000, due to revised rates.
- 2.5 Operational Earmarked Reserves for 2018/19 total £3,955,000 of which £1,261,000 is projected to be spent in the current financial year. This is a reduction of £517,000 since the last Committee, mainly due to slippage in Repopulation and Employability reserves. As detailed in Appendix 4 expenditure of £613,000 (49% of projected spend or 95% of phased budget) has been incurred to Period 7.

3.0 RECOMMENDATIONS

3.1 It is recommended that the Committee note the current projected underspend for 2018/19 of £12,000 as at 31 October 2018.

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 2018/19 budget and to highlight the main issues contributing to the projected underspend.
- 4.2 The revised 2018/19 budget for Environment and Regeneration, excluding earmarked reserves, is £22,267,000. This is an increase of £87,000 from the approved budget, prior to transfers to earmarked reserves. Appendix 1 gives details of this budget movement.

5.0 2018/19 CURRENT POSITION

5.1 The current projection for 2018/19 is an underspend of £12,000 (0.05%).

5.2 Regeneration & Planning - £163,000 underspend

The current projected out-turn for Regeneration & Planning is an underspend of £163,000, a reduction in net projected spend of £219,000 since Period 5.

It should be noted that Planning income is being managed via a smoothing earmarked reserve due to the fluctuations in income received. This approach will smooth the impact on the wider budget and allow the service to recruit extra resources where workload and income dictate.

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

(a) Employee Costs

There is a projected overspend of £55,000 in employee costs, £16,000 less spend than previously reported, mainly due to a seconded post within Economic Development funded from Scottish Government income of £60,000.

(b) Supplies & Services

Within Building Services there are projected overspends on direct purchases and subcontractors of £40,000 and £60,000 respectively, due to the current workload. These overspends are offset by additional income and are an increase of £20,000 for both direct purchases and subcontractors.

(c) Payments to Other Bodies

There is a projected overspend of £173,000, £7,000 less spend than at Period 5. This is mainly due to spend on grant funded projects – Innovation & Integration and Smarter Choices, offset by additional income.

(d) Income

There is a net over recovery in income of £514,000, an increase in projected income of £254,000 from last report, made up as follows:

- i. An over recovery of £165,000 within Development Control, which is partially offset by £11,000 additional employee costs. This is £142,000 more income than was projected at the last Committee. A further £69,000 of income is projected which will be earmarked through the smoothing reserve for use in future years.
- ii. At Period 5 Committee, an under recovery of Industrial, Commercial income of

£62,000 was projected. Since the report, £60,000 has been allocated from the non-pay inflation contingency to compensate for unapplied inflation to void properties in prior years. The result of this and minor movements in rental income is that this line is now projecting to outturn on budget.

- iii. Additional grant income of £176,000, offset by additional expenditure under Payments to Other Bodies, above, as previously reported.
- iv. Scottish Government income for a seconded employee of £60,000, offset by additional employee costs, per 5.2(a)(ii) above.
- v. An over recovery of Building Services income of £100,000, in line with increased supplies and services costs, as detailed above.

5.3 **Property Services - £40,000 overspend**

The current projected out-turn for Property Services is an overspend of £40,000, a reduction in expenditure of £47,000 from the last Committee.

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

(a) Property Costs

There is a projected overspend of £41,000 within property costs, mainly due to minor overspends within Surplus Property NDR and utilities and Physical Assets other property costs.

(b) Administration Costs

There is a projected overspend of £265,000, a reduction of £3,000 since Period 5. This overspend is mainly due to agency staff costs of £260,000 which are offset by additional capital recharge income.

(c) Income

There is a projected over recovery in income of £261,000, an increase in income of £34,000 from the last Committee. This is mainly due to an over recovery of Capital recharge income of £260,000 in line with increased agency worker costs.

5.4 Environmental & Public Protection - £127,000 overspend

The current projected out-turn for Environmental & Public Protection is an overspend of £127,000, an increase in projected spend of £161,000 since the last Committee. It should be noted that this projection now includes the additional costs associated with the Greenlight situation, which were not previously quantified.

The major variances projected within the Environmental & Public Protection budget are detailed below and in Appendix 3:

(a) Employee Costs

There is a projected underspend of £120,000 in employee costs, an increase of £30,000 since the last Committee, mainly due to:

- i. Additional turnover savings within Management of £27,000 due to the early achievement of a 2019/20 management restructure saving. This is an increase in spend of £10,000 from Period 5, due to the filling of vacant posts. This underspend is partially offset by increased overtime costs of £20,000, not previously reported.
- ii. Turnover savings within Refuse Collection of £47,000, as previously reported. This

underspend is more than offset by additional agency worker costs – see 6.4(d) and is due to employees transferred from glass waste to garden waste collection in April, and the resultant vacancies being filled by agency workers until the glass waste saving commenced in July.

- iii. Turnover savings within Vehicle Maintenance of £34,000, £8,000 less spend than previously reported.
- iv. A projected underspend in Ground Maintenance employee costs of £20,000, mainly due to the early achievement of a future year saving. This is an increase in spend of £14,000 from last period, mainly resulting from increased overtime costs.
- v. Within Social Protection Team Wardens there is a projected overspend of £20,000, which is offset by income from RCH.
- vi. Within Trading Standards, turnover savings of £31,000 due to non-filling of a vacant post, not previously reported.

(b) Property Costs

The CCTV Maintenance contract is currently projecting to outturn on budget. Officers are in the process of seeking clarification of the final charges from the current supplier. An updated position will be reported to the Committee at Period 9.

(c) Supplies & Services

There is a projected overspend on supplies and services of £70,000, £25,000 more expenditure than the last report. This is mainly due to a £40,000 overspend in Vehicle Maintenance materials and sub-contractors, offset by additional non-routine maintenance income.

(d) Administration Costs

There is a projected overspend of £76,000, £16,000 more spend than was previously reported. This is mainly due to an overpsend within Refuse Collection agency staff costs of £60,000, as explained at 6.4(a)(ii) above and previously reported.

(e) Payments to Other Bodies

There is a projected overspend of £69,000 in payments to other bodies, £86,000 more spend than previously reported. These projections include additional costs associated with the Greenlight situation. The main variances being as follows:

- i. A projected underspend in the food waste contract of £46,000, a further reduction in spend of £10,000 from the last report.
- ii. A projected underspend on the residual waste contract of £20,000. This is a reduction in spend of £45,000 from what was previously reported. It should be noted that this underspend would have been considerably higher if income from Greenlight had been received. This related to second pass waste that the Council disposed of for Greenlight and amounted to £83,000.
- iii. A projected overspend of £31,000 within non contract waste disposal, £9,000 more spend than was reported at the last Committee.
- iv. A projected underspend in the Waste Strategy other expenditure budget of £26,000, an increase in spend of £13,000. This increase is due to ongoing maintenance at the MRF, not previously anticipated.
- v. There is a projected overspend of £121,000 on recycling and glass recycling. This projection allows for costs associated with: Greenlight to May, the temporary contracts which were put in place following the Greenlight contract ending, the new contracts recently awarded pending a decision on the future strategy (projected to the year-end), the additional costs of three employees (glass collection and hooklift operator) and the costs of hiring a hooklift.

(f) Income

There is a projected under recovery in income of £34,000, £11,000 more income than was reported at Period 5, mainly due to the following:

- i. A projected over recovery in Vehicle Maintenance non-routine income of £40,000, in line with increased supplies and services spend, as previously reported.
- ii. A projected under recovery in Trade Waste income of £96,000, a further reduction of £26,000 from the last Committee. This under recovery is partially offset by reduced waste disposal costs.
- iii. A projected over recovery of tipping charges of £26,000, as previously reported.
- iv. A projected under recovery of Crematorium income of £40,000 due to a reduction in the number of cremations. The number of cremations taking place in Inverclyde between April and October 2018 was 50 fewer than in the same period the previous year. This position will continue to be monitored and any variances reported accordingly.
- v. Projected income from RCH of £20,000 within Social Protection Team Wardens, offset by additional overtime costs, per 5.4(a)(v).

5.5 Roads - £16,000 underspend

The current projected out-turn for Roads is an underspend of £16,000, a reduction in spend of £19,000 from Period 5.

The main issues contributing to this position are detailed below and in Appendix 3:

(a) Employee Costs

There are turnover savings projected within Roads Operations of £46,000 due to delays in filling vacant posts. This is a reduction in spend of £3,000 since the last report.

(b) Supplies & Services

There is a projected underspend of £475,000 projected, £270,000 less spend than was reported at Period 5, mainly due to:

- i. An underspend on Roads Operations' materials of £590,000, which is offset by a reduction in income. This is in line with the current work programme and is £270,000 less spend than was previously anticipated.
- ii. Roads Client rechargeable spend of £130,000, offset by additional recharge income. This is an increase of £34,000 from the last Committee.

(c) Transportation & Plant

There is a projected underspend of £32,000, a reduction in projected spend of £68,000 from the last Committee. This is mainly due to:

- i. An overspend on Roads Operations' non-routine vehicle maintenance of £24,000, as previously reported.
- ii. An underspend on external hires of £61,000, a reduction in spend of £74,000 from last report. This underspend is offset by a reduction in income.

(d) Income

Income is projected to be under recovered by £515,000, £305,000 less income than at Period 5, due mainly to the following:

i. An under recovery of Roads Operations income of £661,000, offset by reduced costs

- and in line with the current work programme. This is a reduction of £343,000 since the last Committee.
- ii. Increased Roads Client recharge income of £130,000, offset by increased costs under Supplies and Services.
- iii. A projected over recovery in Parking fine income of £40,000, £15,000 more income than at the last Committee. This is partially offset by a projected shortfall in carpark fees and charges income of £25,000, £7,000 less income than previously reported.

5.6 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 £1,615,000 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 95% of phased budget (49% of 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 £12,000.

11.0 LIST OF BACKGROUND PAPERS

11.1 There are no background papers relating to this report.

Environment & Regeneration Budget Movement - 2018/19

Service	Approved Budget 2018/19 £000	Inflation £000	Mov Virement £000	ements Supplementary Budgets £000	Transferred to EMR £000	Revised Budget 2018/19 £000
Regeneration & Planning	3,716	59	19		(617)	3,177
Property Services	3,298		28		(688)	2,638
Environmental & Public Protection	12,765	(10)	(6)		(310)	12,439
Roads	3,867		(3)			3,864
Corporate Director	149					149
Totals	23,795	49	38	0	(1,615)	22,267
Movement Details			_	£000		
External Resources						
Inflation						
Contribution from non-pay inflation contingency to Return of management restructure allocation to in Contribution from non-pay inflation contingency to	nflation contingency		get	9 (20) 60		
			_	49		
<u>Virements</u>			=			
Virement to realign Turnover Savings budgets - Overhead to Turnover Savings budgets - Overhead Savings - Overhead Savings budgets - Overhead Savings - Overhead		estructure		55 (17)		
Supplementary Budgets			- =	38		
			- -	0		

REVENUE BUDGET MONITORING REPORT

Subjective Heading	Approved Budget 2018/19 £000	Revised Budget 2018/19 £000	Projected Out-turn 2018/19 £000	Projected Over/(Under) Spend	Percentage Variance %
Employee Costs	15,090	14,958	14,843	(115)	(0.77)%
Property Costs	5,315	5,407	5,447	40	0.74%
Supplies & Services	4,841	4,840	4,540	(300)	(6.20)%
Transport Costs	2,294	2,294	2,277	(17)	(0.74)%
Administration Costs	554	553	922	369	66.69%
Payments to Other Bodies	9,508	9,528	9,796	268	2.81%
Other Expenditure	699	699	668	(31)	(4.43)%
Income	(14,506)	(14,397)	(14,623)	(226)	1.57%
TOTAL NET EXPENDITURE	23,795	23,882	23,870	(12)	(0.05)%
Transfer to Earmarked Reserves *	0	(1,615)	(1,615)	0	0.00%
TOTAL NET EXPENDITURE EXCLUDING EARMARKED RESERVES	23,795	22,267	22,255	(12)	(0.05)%

Objective Heading	Approved Budget 2018/19 £000	Revised Budget 2018/19 £000	Projected Out-turn 2018/19 £000	Projected Over/(Under) Spend	Percentage Variance %
Regeneration & Planning	3,716	3,794	3,631	(163)	(4.30)%
Property Services	3,298	3,326	3,366	40	1.20%
Environmental & Public Protection	12,765	12,749	12,876	127	1.00%
Roads	3,867	3,864	3,848	(16)	(0.41)%
Corporate Director	149	149	149	0	0.00%
TOTAL NET EXPENDITURE	23,795	23,882	23,870	(12)	(0.05)%
Transfer to Earmarked Reserves *	0	(1,615)	(1,615)	0	0.00%
TOTAL NET EXPENDITURE EXCLUDING EARMARKED RESERVES	23,795	22,267	22,255	(12)	(0.05)%

^{*} Per Appendix 3: New funding transferred to earmarked reserves during 2018/19

REVENUE BUDGET MONITORING REPORT

MATERIAL VARIANCES

Out Turn 2017/18 £000	Budget Heading	Subjective Head	Budget 2018/19 £000	Proportion of Budget £000	Actual to 31-Oct-18 £000	Projection 2018/19 £000	(Under)/Over Budget £000	Percentage Variance %
459 334	REGENERATION & PLANNING Economic Development Admin Development Control	Employee Costs Employee Costs	442 321	242 176	269 183	484 352		9.50% 9.66%
288 151	Building Services - Direct Purchases Building Services - Subcontractors	Supplies and Services Supplies and Services	164 220	96 128	171 186	204 280		24.39% 27.27%
0 75	Employability - Innovation & Integration grant expenditure Economic Development - Smarter Choices	PTOB PTOB	0	0	0	101 75	101 75 176	
0 (34) (75) (378) (660)	Employability - Innovation & Integration grant income Economic Development Admin Economic Development - Smarter Choices Development Control Building Services - Work Won in Tender	Income Income Income Income	0 0 0 (266) (603)	0 0 0 (155) (352)	0 (31) 0 (367) (131)	(101) (60) (75) (431) (720)	(60) (75) (165)	62.03% 19.40%
251	PROPERTY SERVICES Technical Services - Agency Staff	Administration	0	0	154	260	260 260	
(1,066)	Technical Services - Recharges to Capital	Income	(758)	(442)	0	(1,018)	(260) (260)	34.30%

REVENUE BUDGET MONITORING REPORT

MATERIAL VARIANCES

Out Turn 2017/18 £000	Budget Heading	Subjective Head	Budget 2018/19 £000	Proportion of Budget £000	Actual to 31-Oct-18 £000	Projection 2018/19 £000	(Under)/Over Budget £000	Percentage Variance %
171 1,034 1,545 812 1,493	ENVIRONMENTAL & PUBLIC PROTECTION Public Protection - Trading Standards Public Protection - Social Protection/ Wardens Grounds Maintenance Vehicle Maintenance Refuse Collection	Employee Costs Employee Costs Employee Costs Employee Costs Employee Costs	119 885 1,590 845 1,424	65 485 871 463 780	54 514 917 442 794	88 920 1,570 811 1,377	(31) 35 (20) (34) (47) (97)	(26.05)% 3.95% (1.26)% (4.02)% (3.30)%
321	Vehicle Maintenance - Materials & Subcontractors	Supplies and Services	272	159	200	312	40 40	14.71%
62	Refuse Collection - Agency Staff	Administration	20	12	52	80	60 60	300.00%
88 37 2,786 74 172	Waste Strategy - Food Waste Waste Strategy - Other Expenditure Refuse Transfer - Residual Waste Refuse Transfer - Non contract Waste Waste Strategy - Payments to Greenlight	PTOB PTOB PTOB PTOB PTOB	96 67 2,874 48 204	56 39 1,677 28 119	24 31 1,492 55 66	50 41 2,854 79 325	(46) (26) (20) 31 121	(47.92)% (38.81)% (0.70)% 64.58% 59.31%
(392) (659) (341) (637) (57)	Vehicle Maintenance - Non-routine Labour & Materials income Refuse Collection - Trade Waste Refuse Transfer - Tipping Charges Crematorium - Cremations Income Burial Grounds - Sale of Lairs Public Protection - Social Protection/ Wardens	Income Income Income Income Income	(252) (803) (273) (676) (98) 0	(147) (468) (159) (394) (57)	(177) (542) (152) (304) (40)	(292) (707) (299) (636) (78) (20)	(40) 96 (26) 40 20 (20) 70	15.87% (11.96)% 9.52% (5.92)% (20.41)%

REVENUE BUDGET MONITORING REPORT

MATERIAL VARIANCES

Out Turn 2017/18 £000	Budget Heading	Subjective Head	Budget 2018/19 £000	Proportion of Budget £000	Actual to 31-Oct-18 £000	Projection 2018/19 £000	(Under)/Over Budget £000	Percentage Variance %
754	ROADS Roads Operations Unit	Employee Costs	740	405	351	694	(46) (46)	(6.22)%
1,192 66	Roads Operations Unit - Materials Roads Client - Design Rechargeable	Supplies and Services Supplies and Services	1,525 0	633 0	690 122	935 122		(38.69)%
89 268	Roads Operations - Non Routine Vehicle Maintenance Roads Operations - External Hires	Transport & Plant Transport & Plant	23 305		26 166	47 244	24 (61) (37)	104.35% (20.00)%
(950) (2,111) (98) (66) (295) (74)	Roads Operations Unit - Recharges at Dayworks Roads Operations Unit - Recharges Schedule of Rates Roads Operations Unit - NCI Roads Client - Design Rechargeable Parking - PCN Income Parking - Sales Fees and Charges	Income Income Income Income Income	(770) (2,705) (26) 0 (231) (118)	(313) (1,098) (11) 0 (135) (69)	(295) (1,202) (75) (122) (129) (50)		787 (74) (122) (40)	6.75% (29.09)% 284.62% 17.32% (21.19)%
Total Materia	ll Variances	1		L			(63)	

COMMITTEE: Environment & Regeneration

<u>Project</u>	<u>Total</u> <u>Funding</u>	Phased Budget To Period 7	Actual To Period 7	<u>Projected</u> <u>Spend</u>	Amount to be Earmarked for 2019/20 & Beyond	Lead Officer Update
	<u>2018/19</u>	<u>2018/19</u>	<u>2018/19</u>	<u>2018/19</u>	<u></u>	
	£000	<u>0003</u>	<u>£000</u>	<u>£000</u>	<u>£000</u>	
Renewal of Clune Park Area	1,542	107	122	190		The projected expenditure in 2018/19 relates to Legal Fees and Professional fees.
Youth Employment	715	37	48	270		Direct employee costs for Modern apprentices as well as training fees and grants to local employers. Additional funds to deliver 6 mature modern apprentices with additional employability support who have been in post since January, and match funding for Working Matters grant. Funding for 5 new modern apprenticeships for young people with autism. Posts have not been advertised yet.
Repopulating/Promoting Inverclyde/ Group Action Plan	618	0	2	18		Marketing, Council Tax discounts, relocation packages, Tourism, Business Support and self build plots to attract residents to Inverclyde. Action Plan currently being developed by repopulation group.
Employability Initiatives	154	70	0	54		Contracts to local organisations and individuals for general employability.
Town and Village Centre Environmental Improvements	314	162	218	314		To deliver a range of environmental improvements in towns and villages across Inverclyde in consultation with Local Communities. Will be spent in full in 18/19.
Economic Development Initiatives	70	45	16	70		Start up grants and shopfront improvements. Expected to be spent in full in 18/19.
CEF Energy Audit	88	20	2	21		Funding for specialist Energy Audits and subsequent energy efficiency projects identified as part of audits. Initial energy audit progressing.

EARMARKED RESERVES POSITION STATEMENT
Appendix 4

COMMITTEE: Environment & Regeneration

Project	<u>Total</u>	Phased Budget	<u>Actual</u>	<u>Projected</u>	Amount to be	Lead Officer Update
	<u>Funding</u>	To Period 7	To Period 7	<u>Spend</u>	Earmarked for	
					<u>2019/20</u>	
	2018/19	<u> 2018/19</u>	<u> 2018/19</u>	2019/10	<u>& Beyond</u>	
	2010/19	2010/19	2010/19	<u>2018/19</u>		
	<u>£000</u>	<u>£000</u>	£000	£000	£000	
Demolish Redundant Buildings	150	0	0	20		Provision of grant support to private owners to allow
						demolition of redundant buildings at Port Glasgow Industrial Estate.
Traffic Management Studies	30	0	0	30	0	Full spend will be achieved 18/19 through traffic calming
Traine Management Studies	30	O .	0	30		studies throughout Inverciyde.
Refurbishment of Ashton Prom	50	0	1	50	0	Quotations have been returned and works being progressed.
Master Plan Gourock Park	20	0	0	20	0	Tender being prepared in line with timescale.
IMASIEL FIAIT GOULOCK FAIK	20	Ö	O	20	0	Tender being prepared in line with timescale.
Investment Reads & Footpaths	204	204	204	204	0	Panaira have been completed to carriageways and feetures
Investment Roads & Footpaths	204	204	204	204		Repairs have been completed to carriageways and footways with the additional funding provided after the prolonged and
						poor winter weather.
Total Category C to E	3,955	645	613	1,261	2,694	