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|-------------------------|---|--------------------|------------------------|
| <b>Report To:</b>       | <b>Policy &amp; Resources Committee</b>   | <b>Date:</b>       | <b>6 February 2024</b> |
| <b>Report By:</b>       | <b>Chief Financial Officer and<br/>Corporate Director Education,<br/>Communities &amp; Organisational<br/>Development and Chief Executive</b> | <b>Report No:</b>  | <b>FIN/05/24/AP/AB</b> |
| <b>Contact Officer:</b> | <b>Alan Puckrin</b>   | <b>Contact No:</b> | <b>01475 712090</b>    |
| <b>Subject:</b>         | <b>2023/24 Policy &amp; Resources Committee and General Fund Revenue<br/>Budget Update as at 30 November 2023</b>                             |                    |                        |

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## 1.0 PURPOSE AND SUMMARY

1.1  For Decision  For Information/Noting

1.2 The purpose of this report is to advise of the Committee's 2023/24 Revenue Budget position at 30 November 2023 and to highlight a projected underspend of £379,000. The report also notes the overall General Fund Revenue Budget projection and the position of the General Fund Reserve at the same date.

1.3 The revised 2023/24 Revenue Budget for the Policy and Resources Committee is £23,228,000, which excludes Earmarked Reserves. The latest projection is an underspend of £379,000 (1.60%), a decrease in costs of £181,000 since last Committee. This is mainly due an increase in employee turnover due to additional vacancies and difficulty in recruitment of certain posts. More details are provided in section 3.3 and the appendices.

1.4 The latest projection for the General Fund Budget is an overspend of £140,000. This overspend includes a £250,000 cost to the Council for the unfunded element of the 2023/24 Pay Award, included within appendix 6. Based on these figures the Council's unallocated Reserves are currently projected to be £3.96million more than the minimum recommended level of £4.0million by 31 March 2024.

## 2.0 RECOMMENDATIONS

It is recommended that the Committee:

2.1 Note the current projected Committee underspend for 2023/24 of £379,000 at 30 November 2023.

2.2 Note the projected overspend of £140,000 for the General Fund and the projected surplus reserves of £3.96million at 30 November 2023.

2.3 Note the projected 2023/24 surplus of £4,830 for the Common Good Budget set out in Appendix 6.

**Alan Puckrin**  
**Chief Financial Officer**

### 3.0 BACKGROUND AND CONTEXT

3.1 The revised 2023/24 Revenue Budget for the Policy & Resources Committee is £23,228,000 excluding Earmarked Reserves. This is an increase of £99,000 from the approved budget largely due to allocations from the inflation contingency and additional SNCT 2023/24 pay award funding from the Scottish Government yet to be fully allocated. Appendix 1 gives more details of this budget movement.

3.2 The main variances contributing to the net underspend of £379,000 are as follows -

- (a) Overall Committee Employee Costs are projected to overspend by £31,000 due to an under achievement of turnover savings to date. Decrease in costs of £95,000 since last Committee.
- (b) £30,000 underspend projected for bad debt provision reduction within Housing Benefits.
- (c) Statutory Additions £29,000 under-recovery in line with last year.
- (d) One-off £20,000 overspend for unfunded associated benefit costs. This has been identified as a 2024/25 Budget pressure.
- (e) Projected over-recovery of £34,000 within Income for ICT service recharges for internal maintenance recharges for computer equipment purchased outside of the refresh programme.
- (f) External Licences fee income is currently projecting an over recovery of £5,000; £25,000 over-recovery on the 2023/24 introduction of fees on short term lets and £20,000 under recovery for taxi operators. No change in projection since last Committee.
- (g) £400,000 underspend within the non-pay inflation contingency budget due to a projected reduced call on this budget as at P8, no change from last Committee.

### 3.3 Earmarked Reserves

Appendix 4 gives an update on the operational Earmarked Reserves, i.e. excluding strategic funding models. Spend to 30 November 2023 on these operational Earmarked Reserves is £518,000 (7.25% of projected spend). Appendix 7 gives the overall earmarked reserve position which shows 6.96% slippage against phased budget largely within the Social Work & Social Care Scrutiny Panel.

### 3.4 General Fund Budget & Reserves Position

Appendix 6 shows that as at 30 November 2023 the General Fund is projecting a £140,000 overspend (excluding Social Work) which represents 0.1% of the net Revenue Budget. Policy & Resources Committee are projecting £379,000 underspend which is offset by £177,000 overspend within Environment & Regeneration, an overspend within the Education & Communities Directorate of £92,000. Both committees are looking at ways to bring their budgets back on track.

3.5 An allowance of £250,000 for the unfunded element of the 2023/24 Pay Award has been included within appendix 6.

3.6 Appendix 8 shows the latest position in respect of the General Fund Reserves and shows that the projected balance at 31 March, 2024 is £7.960 million which is £3.960 million above the minimum recommended balance of £4 million. The General Fund Reserve position includes additions to the Reserve beyond 2023/24 that were agreed as part of the 2023/24 Budget approved by the Council on March 2023 and the final audited accounts position.

### 3.7 Common Good Fund

The Common Good Fund is projecting a surplus fund balance of £4,830 as shown in Appendix 5 and which results in projected surplus fund balance of £128,398 at 31 March 2024. This position reflects the virement approved at the last meeting.

## 4.0 PROPOSALS

4.1 There are no proposals within this report.

## 5.0 IMPLICATIONS

5.1 The table below shows whether risks and implications apply if the recommendations are agreed:

| SUBJECT   | YES | NO |
|---|-----|----|
| Financial   |     | X  |
| Legal/Risk  |     | X  |
| Human Resources   |     | X  |
| Strategic (Partnership Plan/Council Plan)                                     |     | X  |
| Equalities, Fairer Scotland Duty & Children/Young People's Rights & Wellbeing |     | X  |
| Environmental & Sustainability  |     | X  |
| Data Protection   |     | X  |

### 5.2 Finance

One off Costs

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

Annually Recurring Costs/ (Savings)

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

### 5.3 Legal/Risk

There are no legal implications arising from this report.

### 5.4 Human Resources

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

### 5.5 Strategic

There are no specific strategic implications arising from this report.

## **6.0 CONSULTATION**

6.1 Consultation with relevant officers has taken place.

## **7.0 BACKGROUND PAPERS**

7.1 There are no background papers for this report.

**Policy & Resources Budget Movement - 2023/24****Period 8: 1 April 2023 - 30 November 2023**

| Service   | Approved Budget |                   | Movements        |                                  |                               | Revised Budget  |
|---|-----------------|-------------------|------------------|----------------------------------|-------------------------------|-----------------|
|   | 2023/24<br>£000 | Inflation<br>£000 | Virement<br>£000 | Supplementary<br>Budgets<br>£000 | Transferred to<br>EMR<br>£000 | 2023/24<br>£000 |
| Finance   | 5,630           | 9                 | (15)             |                                  |                               | 5,624           |
| Legal, Democratic Digital & Customer Services       | 5,389           | 8                 | (3)              |                                  |                               | 5,394           |
| Organisational Development, Policy & Communications | 2,219           | 33                |                  |                                  |                               | 2,252           |
| Chief Exec  | 377             |                   | (28)             |                                  |                               | 349             |
| Miscellaneous                                       | 9,514           | (2,050)           |                  | 2,238                            | (93)                          | 9,609           |
| <b>Totals</b>                                       | <b>23,129</b>   | <b>(2,000)</b>    | <b>(46)</b>      | <b>2,238</b>                     | <b>(93)</b>                   | <b>23,228</b>   |

**Supplementary Budget Detail**

£000

Inflation

Revenue &amp; Benefits - various non pay inflationary uplifts

9

HR - Occupational Health contract increase

33

ICT - Inflationary Uplift 23/24

8

Miscellaneous - Pay Inflation Adjustments

2

Miscellaneous - Various Non Pay Inflation Adjustments

(2,052)

(2,000)

Virements

Legal - Budget transfer to Property Services for Energy Team

(50)

ICT - Budget Transfer from Physical Assets for New Ways of Working Project

40

Registrars - Budget Transfer from Revenue &amp; Benefits

7

Revenue &amp; Benefits - Budget Transfer to Registrars

(7)

Revenue &amp; Benefits - Budget transfer to Property Services for Energy Team

(8)

Chief Executive - Management restructure within E&amp;R Directorate

(28)

(46)

Supplementary Budgets

SNCT 2023/24 Pay Award 2023/24

2,238

2,238

**Total Inflation & Virements****192**

REVENUE BUDGET MONITORING REPORTCURRENT POSITION

Period 8: 1 April 2023 - 30 November 2023

| 2022/23<br>Actual<br>£000 | SUBJECTIVE ANALYSIS   | Approved<br>Budget<br>2023/24<br>£000 | Revised<br>Budget<br>2023/24<br>£000 | Projected<br>Out-turn<br>2023/24<br>£000 | Projected<br>Over/(Under)<br>Spend<br>£000 | Percentage<br>Over/(Under) |
|---------------------------|---|---------------------------------------|--------------------------------------|--|--|----------------------------|
| 9,459                     | Employee Costs  | 8,864                                 | 8,834                                | 8,865                                    | 31   | 0.4%                       |
| 623                       | Property Costs  | 734                                   | 734                                  | 734                                      | 0  | -                          |
| 892                       | Supplies & Services   | 900                                   | 918                                  | 943                                      | 25   | 2.7%                       |
| 2                         | Transport & Plant   | 5                                     | 5                                    | 5  | 0  | -                          |
| 1,248                     | Administration Costs  | 1,306                                 | 1,316                                | 1,203                                    | (113)                                      | (8.6%)                     |
| 37,596                    | Payments to Other Bodies                                      | 41,530                                | 41,792                               | 41,391                                   | (401)                                      | (1.0%)                     |
| (26,954)                  | Income  | (30,210)                              | (30,278)                             | (30,199)                                 | 79   | (0.3%)                     |
| <b>22,866</b>             | <b>TOTAL NET EXPENDITURE</b>                                  | <b>23,129</b>                         | <b>23,321</b>                        | <b>22,942</b>                            | <b>(379)</b>                               | <b>(1.6%)</b>              |
|                           | Earmarked reserves  |                                       | (93)                                 | (93)                                     | 0  |                            |
| <b>22,866</b>             | <b>Total Net Expenditure excluding<br/>Earmarked Reserves</b> | <b>23,129</b>                         | <b>23,228</b>                        | <b>22,849</b>                            | <b>(379)</b>                               |                            |

| 2022/23<br>Actual<br>£000 | OBJECTIVE ANALYSIS   | Approved<br>Budget<br>2023/24<br>£000 | Revised<br>Budget<br>2023/24<br>£000 | Projected<br>Out-turn<br>2023/24<br>£000 | Projected<br>Over/(Under)<br>Spend<br>£000 | Percentage<br>Over/(Under) |
|---------------------------|--|---------------------------------------|--------------------------------------|--|--|----------------------------|
| 12,759                    | Finance  | 5,630                                 | 5,624                                | 5,609                                    | (15)                                       | (0.3%)                     |
| 5,234                     | Legal, Democratic Digital & Customer Serv  | 5,389                                 | 5,394                                | 5,351                                    | (43)                                       | (0.8%)                     |
| <b>17,993</b>             | <b>Total Net Expenditure Environment,<br/>Regeneration &amp; Resources</b>                   | <b>11,019</b>                         | <b>11,018</b>                        | <b>10,960</b>                            | <b>(58)</b>                                | <b>(0.5%)</b>              |
| 2,279                     | Organisational Development, Policy &<br>Communications                                       | 2,219                                 | 2,252                                | 2,319                                    | 67   | 3.0%                       |
| <b>2,279</b>              | <b>Total Net Expenditure Education,<br/>Communities &amp; Organisational<br/>Development</b> | <b>2,219</b>                          | <b>2,252</b>                         | <b>2,319</b>                             | <b>67</b>                                  | <b>3.0%</b>                |
| 360                       | Chief Executive  | 377                                   | 349                                  | 361                                      | 12   | 3.4%                       |
| 2,234                     | Miscellaneous  | 9,514                                 | 9,702                                | 9,302                                    | (400)                                      | (4.1%)                     |
| <b>22,866</b>             | <b>TOTAL NET EXPENDITURE</b>   | <b>23,129</b>                         | <b>23,321</b>                        | <b>22,942</b>                            | <b>(379)</b>                               | <b>(1.6%)</b>              |
|                           | Earmarked reserves   |                                       | (93)                                 | (93)                                     |  |                            |
| <b>22,866</b>             | <b>Total Net Expenditure excluding<br/>Earmarked Reserves</b>                                | <b>23,129</b>                         | <b>23,228</b>                        | <b>22,849</b>                            | <b>(379)</b>                               |                            |

**POLICY RESOURCES**

**REVENUE BUDGET MONITORING REPORT**

**MATERIAL VARIANCES (EXCLUDING EARMARKED RESERVES)**

Appendix 3

**Period 8: 1 April 2023 - 30 November 2023**

| Outturn<br>2022/23<br>£000 | Budget Heading  | Budget<br>2023/24<br>£000 | Proportion<br>of Budget<br>£000 | Actual to<br>30/11/23<br>£000 | Projection<br>2023/24<br>£000 | Over/(Under)<br>Budget<br>£000 | Percentage<br>Variance % |
|----------------------------|---|---------------------------|---------------------------------|-------------------------------|-------------------------------|--------------------------------|--------------------------|
|                            | <b><u>Finance Services</u></b>  |                           |                                 |                               |                               |                                |                          |
| 26                         | R&B Bad Debt Provison   | 0                         | 0                               | (11)                          | (30)                          | (30)                           |                          |
| (270)                      | R&B Stat Adds   | (294)                     | (159)                           | (129)                         | (265)                         | 29                             | (9.9%)                   |
| 23,709                     | R&B Benefits & Allowances   | 28,058                    | 19,205                          | 16,497                        | 28,078                        | 20                             | 0.1%                     |
|                            | <b><u>Organisational Development, Policy &amp; Communications</u></b> |                           |                                 |                               |                               |                                |                          |
| 1,903                      | Employee Costs  | 1,880                     | 865                             | 1,187                         | 1,917                         | 37                             | 2.0%                     |
|                            | <b><u>Legal, Democratic Digital &amp; Customer Services</u></b>       |                           |                                 |                               |                               |                                |                          |
| (55)                       | ICT Income Recharges (5 Year Computer Refresh)                        | (25)                      | (17)                            | (17)                          | (59)                          | (34)                           | 136.0%                   |
| 298                        | ICT - Admin - Mobile Phone Recharges                                  | 333                       | 222                             | 224                           | 299                           | (34)                           | (10.2%)                  |
| (298)                      | ICT - Income - Mobile Phone Recharges                                 | (333)                     | (222)                           | (224)                         | (299)                         | 34                             | (10.2%)                  |
| (14)                       | Legal - Income Licences - Other - Short Term Lets                     | (16)                      | (11)                            | (39)                          | (41)                          | (25)                           | 156.3%                   |
| (106)                      | Legal -Income Licenses - Stat Charges - Liquor                        | (122)                     | (81)                            | (65)                          | (102)                         | 20                             | (16.4%)                  |
|                            | <b><u>Miscellaneous Services</u></b>                                  |                           |                                 |                               |                               |                                |                          |
| 1,750                      | Non Pay Inflation Contingency   | 3,562                     | 1,471                           | 1,471                         | 3,162                         | (400)                          | (11.2%)                  |
| <b>26,943</b>              | <b>TOTAL MATERIAL VARIANCES</b>                                       | <b>33,043</b>             | <b>21,274</b>                   | <b>18,894</b>                 | <b>32,660</b>                 | <b>(383)</b>                   |                          |



EARMARKED RESERVES POSITION STATEMENT

COMMITTEE: Policy & Resources

| C<br>a<br>t<br>e<br>g<br>o<br>r<br>y | Project  | Lead Officer/<br>Responsible Manager | Total Funding | Phased Budget<br>P8 | P8<br>Spend | Projected<br>Spend | Amount to be<br>Earmarked for<br>2024/25<br>& Beyond | Lead Officer Update  |
|--------------------------------------|--|--------------------------------------|---------------|---------------------|-------------|--------------------|--|--|
|                                      |  |                                      | 2023/24       | 2023/24             | 2023/24     | 2023/24            |  |  |
|                                      |  |                                      | £000          | £000                | £000        | £000               | £000   |  |
| B                                    | Early Retirement/Voluntary Severance Reserve                       | Alan Puckrin                         | 1,995         | 0                   | 63          | 500                | 1,495  | Projection for 23/24 is an initial allowance which will be reviewed as decisions are taken on the 2024/26 Budget.  |
| C                                    | Equal Pay  | Morna Rae                            | 100           | 0                   | 0           | 0                  | 100  | Balance for equal pay which is under review on an annual basis.  |
| C                                    | Digital Modernisation  | Iain Strachan                        | 1,268         | 182                 | 2           | 208                | 1,060  | Schools Cashless Catering System replacement, CRM Replacement systems indicative timeline and WorkPro, Talentlink (HR Contracts) and a Grade 7, two year temporary post estimated start date now March 2024  |
| C                                    | Welfare Reform - Operational                                       | Alan Puckrin                         | 52            | 0                   | 0           | 0                  | 52   | No spend projected in 2023/24 however expected to be required in future years due to on going employee savings in 2024/25  |
| C                                    | Anti-Poverty Fund  | Ruth Binks                           | 2,095         | 197                 | 168         | 1,194              | 901  | Detailed report went to November Policy & Resources Committee.   |
| B                                    | Loan Charge Funding Model  | Alan Puckrin                         | 1,645         | 0                   | 0           | 1,048              | 597  | December Finance Strategy allocated a further £3.0million over 2023/27 to the EMR to deliver a recurring saving from 2025/26.  |
| C                                    | GDPR   | Iain Strachan                        | 19            | 4                   | 1           | 19                 | 0  | Information governance system contract (Workpro) awarded (2yr+1yr+1yr). Spend committed -now £12k per year. Continued corporate training programme being organised.  |
| B                                    | 2023/26 Budget Funding Reserve                                     | Alan Puckrin                         | 6,000         | 0                   | 0           | 3,000              | 3,000  | Projection per March 2023 Budget decision. £2million in 24/25 and £1 million 25/26.  |
| C                                    | ICT Technicians To Support Digital School Inclusion/Covid Recovery | Iain Starchan                        | 70            | 35                  | 40          | 54                 | 16   | Ongoing Monthly Employee Costs. 1 x Service Desk Operator (until 01/09/24) and 1 x Technical Project Officer (until 01/10/23).   |
| C                                    | Extension of Corporate Policy Post                                 | Morna Rae                            | 44            | 29                  | 18          | 35                 | 9  | To fund Grade 6 Corp Policy Post until 31st March 2024. Post was vacant from 18 July 2023 but has now been filled and start date confirmed as 26 September 2023, £35k now required. £9k to be written back   |
| C                                    | New Ways of Working  | Stuart Jamieson                      | 267           | 15                  | 9           | 267                | 0  | Project moving to asset based phase and use of EMR being reviewed.   |
| C                                    | HR Resources   | Morna Rae                            | 92            | 61                  | 47          | 66                 | 26   | This is Monies to fund the 2 HR employees for 2023/24 Grade 5 & Grade 7/8. Grade 7/8 employee no longer in EMR post from 18th September, wanting to fund J Kelly additional hours costing £3.8k to 12th Jan 2024. Remainder £25.7k to be written back. |

EARMARKED RESERVES POSITION STATEMENT

COMMITTEE: Policy & Resources

| C<br>a<br>t<br>e<br>g<br>o<br>r<br>y | Project   | Lead Officer/<br>Responsible Manager | Total Funding | Phased Budget<br>P8 | P8<br>Spend | Projected<br>Spend | Amount to be<br>Earmarked for<br>2024/25<br>& Beyond | Lead Officer Update  |
|--------------------------------------|---|--------------------------------------|---------------|---------------------|-------------|--------------------|--|--|
|                                      |   |                                      | 2023/24       | 2023/24             | 2023/24     | 2023/24            |  |  |
|                                      |   |                                      | £000          | £000                | £000        | £000               |  |  |
| C                                    | Project Resource  | Louise Long                          | 135           | 0                   | 30          | 40                 | 95   | Projects approved to date. HR review (£25k), Co-operative Councils membership, Task Force support and Solace support for difficulty to fill senior Regen posts.  |
| C                                    | Covid Recovery - Marketing Post & Support for Discover Inverclyde | Morna Rae                            | 67            | 17                  | 16          | 67                 | 0  | £27K Employee Grade 6 Communications Officer (tourism) post until November 2023. £40K Historic Links to Slavery; heritage trail, blue plaques and possibly reinterpreting of key signage - spend expected early 2024.  |
| C                                    | Scottish Welfare Fund   | Alan Puckrin                         | 77            | 77                  | 77          | 77                 | 0  | All spent in 23/24. Any underspend in 2023/24 will be added to this reserve at 31.3.24   |
| C                                    | Discretionary Housing Payments - Scottish Govt Grant              | Alan Puckrin                         | 28            | 28                  | 28          | 28                 | 0  | Fully Spent in 23/24   |
| C                                    | Smoothing Reserve (Service Concession)                            | Alan Puckrin                         | 602           | 0                   | 0           | 254                | 348  | Sum to smooth difference between approved £1.65m saving and actual saving per the funding model over 2023/28.  |
| B                                    | Budget Delivery Reserve   | Alan Puckrin                         | 3,000         | 0                   | 0           | 250                | 2,750  | Allowance to address inflation volatility and other Budget delivery pressures over the 2024/26 period. Bulk required in 2024/25  |
| C                                    | Student Training Fees   | Morna Rae                            | 100           | 0                   | 19          | 34                 | 66   | Payment of training fees to aid staff recruitment and retention. Services have confirmed cost for courses overall as £34k, with projected spend in 23/24 £24k, £10k in future years. Actual spend to date split £18k HR and £1k Finance. More information to be provided for remainder £66k. |
| <b>Total Category B</b>              |   |                                      | <b>12,640</b> | <b>0</b>            | <b>63</b>   | <b>4,798</b>       | <b>7,842</b>   |  |
| <b>Total Category C to E</b>         |   |                                      | <b>5,016</b>  | <b>645</b>          | <b>455</b>  | <b>2,343</b>       | <b>2,673</b>   |  |

**COMMON GOOD FUND****REVENUE BUDGET MONITORING REPORT 2023/24****PERIOD 8 : 1st April 2023 to 30th November 2023**

|                                      | Final Outturn<br>2022/23 | Approved<br>Budget 2023/24 | Budget to Date<br>2023/24 | Actual to Date<br>2023/24 | Projected<br>Outturn 2023/24 |
|--------------------------------------|--------------------------|----------------------------|---------------------------|---------------------------|------------------------------|
|                                      | £                        | £                          | £                         | £                         | £                            |
| <b><u>PROPERTY COSTS</u></b>         | <b>42,400</b>            | <b>56,700</b>              | <b>42,500</b>             | <b>33,860</b>             | <b>66,370</b>                |
| Repairs & Maintenance                | 17,200                   | 11,000                     | 7,300                     | 10,350                    | 18,700                       |
| Rates <b>1</b>                       | 21,160                   | 21,200                     | 21,200                    | 23,170                    | 23,170                       |
| Property Insurance                   | 4,040                    | 3,500                      | 0                         | 0                         | 3,500                        |
| Property Costs                       | 0                        | 21,000                     | 14,000                    | 340                       | 21,000                       |
| <b><u>ADMINISTRATION COSTS</u></b>   | <b>7,930</b>             | <b>7,700</b>               | <b>1,000</b>              | <b>0</b>                  | <b>7,700</b>                 |
| Sundries                             | 1,730                    | 1,500                      | 1,000                     | 0                         | 1,500                        |
| Commercial Rent Management Recharge  | 2,200                    | 2,200                      | 0                         | 0                         | 2,200                        |
| Recharge for Accountancy             | 4,000                    | 4,000                      | 0                         | 0                         | 4,000                        |
| <b><u>OTHER EXPENDITURE</u></b>      | <b>59,300</b>            | <b>109,500</b>             | <b>108,200</b>            | <b>93,570</b>             | <b>109,500</b>               |
| Christmas Lights Switch On           | 10,500                   | 10,500                     | 10,500                    | 0                         | 10,500                       |
| Christmas Decorations                | 0                        | 44,000                     | 44,000                    | 43,620                    | 44,000                       |
| Gourock Highland Games               | 29,400                   | 29,400                     | 29,400                    | 29,400                    | 29,400                       |
| Armistice Service                    | 8,850                    | 8,300                      | 8,300                     | 7,250                     | 8,300                        |
| Comet Festival                       | 13,300                   | 13,300                     | 13,300                    | 13,300                    | 13,300                       |
| Events                               | 0                        | 4,000                      | 2,700                     | 0                         | 4,000                        |
| Bad Debt Provision                   | (2,750)                  | 0                          | 0                         | 0                         | 0                            |
| <b><u>INCOME</u></b>                 | <b>(127,520)</b>         | <b>(177,900)</b>           | <b>(118,200)</b>          | <b>(138,570)</b>          | <b>(188,400)</b>             |
| Property Rental                      | (159,000)                | (228,200)                  | (152,100)                 | (152,100)                 | (228,200)                    |
| Void Rents <b>2</b>                  | 34,980                   | 50,800                     | 33,900                    | 13,530                    | 43,300                       |
| Internal Resources Interest          | (3,500)                  | (500)                      | 0                         | 0                         | (3,500)                      |
| <b><u>NET ANNUAL EXPENDITURE</u></b> | <b>(17,890)</b>          | <b>(4,000)</b>             | <b>33,500</b>             | <b>(11,140)</b>           | <b>(4,830)</b>               |
| <b><u>EARMARKED FUNDS</u></b>        | <b>0</b>                 | <b>0</b>                   | <b>0</b>                  | <b>0</b>                  | <b>0</b>                     |
| <b><u>TOTAL NET EXPENDITURE</u></b>  | <b>(17,890)</b>          | <b>(4,000)</b>             | <b>33,500</b>             | <b>(11,140)</b>           | <b>(4,830)</b>               |

Fund Balance as at 31st March 2023 **123,568**

Projected Fund Balance as at 31st March 2024

**128,398****Notes:****1 Rates (Empty Properties)**

Rates are currently being paid on empty properties, projection reflects current Rates levels however all historic Rates costs are being examined to ensure all appropriate empty property relief has been obtained. Any subsequent credit will be included in future reports.

**2 Current Empty Properties are:**

12 Bay St  
6 John Wood Street  
10 John Wood Street  
16 John Wood Street  
17 John Wood Street

Vacant since:  
April 2015, currently being marketed  
January 2019, currently being marketed  
August 2018  
November 2023  
June 2023

Policy & Resources CommitteeRevenue Budget Monitoring ReportPosition as at 30th November 2023

| Committee  | Approved Budget<br>2023/2024 | Revised Budget<br>2023/2024 | Projected Out-turn<br>2023/2024 | Projected Over/(Under)<br>Spend | Percentage<br>Variance |
|--|------------------------------|-----------------------------|---------------------------------|---------------------------------|------------------------|
|  | £,000's                      | £,000's                     | £,000's                         | £,000's                         |                        |
| Policy & Resources   | 23,129                       | 23,228                      | 22,849                          | (379)                           | (1.63%)                |
| Environment & Regeneration                                   | 22,505                       | 23,300                      | 23,477                          | 177                             | 0.76%                  |
| Education & Communities                                      | 100,759                      | 102,797                     | 102,889                         | 92                              | 0.09%                  |
| Social Work & Social Care                                    | 68,156                       | 68,796                      | 69,247                          | 451                             | 0.66%                  |
| 2023/24 Pay Award Impact ( <b>Note 1</b> )                   | 0                            | 0                           | 250                             | 250                             |                        |
| <b>Committee Sub-Total</b>                                   | <b>214,549</b>               | <b>218,121</b>              | <b>218,712</b>                  | <b>591</b>                      | <b>0.27%</b>           |
| Loan Charges   | 16,902                       | 16,902                      | 16,902                          | 0                               | 0.00%                  |
| Saving Approved yet to be Allocated ( <b>Note 2</b> )        | (100)                        | (100)                       | (100)                           | 0                               | 0.00%                  |
| Additional Turnover Savings unallocated ( <b>Note 3</b> )    | 0                            | (133)                       | (133)                           | 0                               | 0.00%                  |
| Service Concession Flexibility                               | (1,650)                      | (1,650)                     | (1,650)                         | 0                               | 0.00%                  |
| Transfer to Earmarked Reserves                               | 0                            | 493                         | 493                             | 0                               | 0.00%                  |
| <b>Total Expenditure</b>                                     | <b>229,701</b>               | <b>233,633</b>              | <b>234,224</b>                  | <b>591</b>                      | <b>0.25%</b>           |
| <b>Financed By:</b>  |                              |                             |                                 |                                 |                        |
| General Revenue Grant/Non Domestic Rates                     | (190,719)                    | (192,651)                   | (192,651)                       | 0                               | 0.00%                  |
| General Revenue Grant - Teachers Hold Back ( <b>Note 4</b> ) | (655)                        | (655)                       | (655)                           | 0                               | 0.00%                  |
| Contribution from General Reserves ( <b>Note 5</b> )         | (3,000)                      | (5,000)                     | (5,000)                         | 0                               | 100.00%                |
| Council Tax  | (35,327)                     | (35,327)                    | (35,327)                        | 0                               | 0.00%                  |
| Integration Joint Board - Contribution from Reserves         | 0                            | 0                           | (451)                           | (451)                           | 100.00%                |
| <b>Net Expenditure</b>                                       | <b>0</b>                     | <b>0</b>                    | <b>140</b>                      | <b>140</b>                      |                        |

**Note 1 - Unfunded impact of 2023/24 Pay Award**

**Note 2 - Approved savings yet to be allocated**

**Note 3 - Additional Turnover Savings unallocated**

**Note 4 - General Revenue Grant - Teachers Hold Back funding to be received after criteria met**

**Note 5 - General Revenue Grant - £2m funded from Capital Grant**

Earmarked Reserves

|   |            |
|---|------------|
| DMR   | 300        |
| Anti-Poverty                                      | 93         |
| Turnover Savings                                  | 100        |
| <b>Contribution to General Earmarked Reserves</b> | <b>493</b> |

Redeterminations

|                          |              |
|--------------------------|--------------|
| Probationer Teachers     | (842) ECOD   |
| Teachers Pay             | (2,238) Misc |
| Psychologist Probationer | (17) ECOD    |
| Employability Funding    | (195) ERR    |

**Earmarked Reserves Position Statement**

Appendix 7

**Summary**

| <u>Committee</u>           | <u>Total Funding<br/>2023/24</u> | <u>Phased<br/>Budget to P8</u> | <u>Actual Spend<br/>To 30<br/>November 2023</u> | <u>Variance Actual<br/>to Phased<br/>Budget</u> | <u>Projected<br/>Spend 2023/24</u> | <u>Earmarked<br/>2024/25 &amp;<br/>Beyond</u> |
|----------------------------|----------------------------------|--------------------------------|---|---|------------------------------------|---|
|                            | <u>£000</u>                      | <u>£000</u>                    | <u>£000</u>                                     | <u>£000</u>                                     | <u>£000</u>                        | <u>£000</u>                                   |
| Education & Communities    | 1,095                            | 474                            | 498   | 24  | 831                                | 264   |
| Social Work & Social Care  | 6,730                            | 1,259                          | 550   | (709)   | 2,990                              | 3,740   |
| Regeneration & Environment | 9,473                            | 395                            | 1,014   | 619   | 4,287                              | 5,186   |
| Policy & Resources         | 17,656                           | 645                            | 518   | (127)   | 7,141                              | 10,515  |
|                            | 34,954                           | 2,773                          | 2,580   | (193)   | 15,249                             | 19,705  |

| <u>2023/24<br/>%age Spend<br/>Against<br/>Projected</u> | <u>2023/24 %age<br/>Over/(Under)<br/>Spend Against<br/>Phased Budget</u> |
|---|--|
| 59.93%  | 5.06%  |
| 18.40%  | (56.31%)   |
| 23.65%  | 156.71%  |
| 7.25%   | (19.69%)   |
| 16.92%  | (6.96%)  |

**Actual Spend v Phased Budget Behind of Phasing = (£193k) (6.96%)**

**Last Update (Period6) Ahead Phasing = £189k**

**Movement in slippage v Phasing (£382k)**

Appendix 8

**GENERAL FUND RESERVE POSITION**  
**Position as at 30/11/23**

|   | <u>£000</u>   | <u>£000</u>             |
|---|---------------|-------------------------|
| Usable Balance 31/3/23 - Post Audit of Accounts |               | 7700                    |
| <u>Available Funding:</u>                       |               |                         |
| Service Concession                              | 14,748        |                         |
| IRI 2023/26                                     | 3,500         |                         |
| Use of Earmarked Reserve 2022/23                | 452           |                         |
|   | <hr/>         | 18700                   |
| Projected Surplus/(Deficit) 2023/24             | <hr/> (140)   |                         |
|   |               | (140)                   |
| <u>Use of Balances:</u>                         |               |                         |
| Support to 2023/26 Budgets                      | (4,000)       |                         |
| Net Zero Action Plan                            | (3,300)       |                         |
| Anti Poverty Initiatives                        | (800)         |                         |
| Employability Smoothing Reserve                 | (400)         |                         |
| Digital Modernisation                           | (1,000)       |                         |
| Inflation Smoothing Reserve                     | (3,000)       |                         |
| 2023/26 Capital Programme Funding               | (4,000)       |                         |
| Clune Park Regeneration                         | (500)         |                         |
| Voluntary Severance Reserve                     | <hr/> (1,700) |                         |
|   |               | (18700)                 |
| <u>Write Backs</u>                              |               |                         |
| IL Smoothing Reserve - P&R November             |               | 400                     |
| Projected Reserve Balance                       |               | <hr/> <b>7960</b> <hr/> |

**Minimum Reserve required is £4 million**