
Report To:	Policy & Resources Committee	Date:	4 February 2025
Report By:	Chief Financial Officer and Corporate Director Education, Communities & Organisational Development and Chief Executive	Report No:	FIN/04/25/AP/AB
Contact Officer:	Alan Puckrin	Contact No:	01475 712090
Subject:	2024/25 Policy & Resources and General Fund Revenue Budget		

1.0 PURPOSE AND SUMMARY

1.1 For Decision For Information/Noting

1.2 The purpose of this report is to advise the Committee of the proposed position of the 2024/25 Policy & Resources Revenue. The report also highlights a projected overspend in the overall General Fund Revenue Budget and the impact this will have on the General Fund Reserve.

1.3 The revised 2024/25 Revenue Budget for the Policy and Resources Committee is £26,264,000, which excludes Earmarked Reserves. The latest projection is an overspend of £220,000 (0.83%), mainly due to a £250,000 shortfall within the Pay Inflation Contingency. Overall, this is a reduction in overspend of £84,000 since last reported. 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 £530,000, a reduction in costs of £482,000 since last reported, this is mainly due to a reduction within teachers employee costs due to a number of vacant posts from August 2024. Based on these figures the Council's unallocated Reserves are currently projected to be £0.060million less than the minimum recommended level of £4.0million by 31 March 2025.

1.5 This report also includes updates in respect of earmarked reserves spend, Workstream Savings and the Common Good Revenue budget.

2.0 RECOMMENDATIONS

It is recommended that the Committee:

2.1 Note the current projected overspend in the Committee's Revenue Budget for 2024/25 of £220,000, a reduction of £84,000 since the last report.

2.2 Note the projected overspend of £530,000 for the General Fund and the projected reserve balance of £3.940 million as at 31 March 2025.

2.3 Note the projected 2024/25 surplus of £10,800 for the Common Good Budget set out in Appendix 5.

2.4 Note the update in relation to the Savings Workstream programme set out in Appendix 9.

Alan Puckrin
Chief Financial Officer

Ruth Binks
Corporate Director
Education, Communities & ODHR

Louise Long
Chief Executive

3.0 BACKGROUND AND CONTEXT

- 3.1 The purpose of this report is to advise Committee of the current position of the 2024/25 Revenue Budget and to highlight the main variances contributing to the projected overspend of £220,000 for 2024/25.
- 3.2 The revised 2024/25 Revenue Budget for the Policy & Resources Committee is £26,264,000 excluding Earmarked Reserves. This is an increase of £1,066,000 from the approved budget largely due to additional Scottish Government funding received. Appendix 1 gives more details of this budget movement.
- 3.3 2024/25 Projected Outturn - £220,000 overspend 0.83 %

The main projected variances contributing to the net overspend are listed below –

- (a) Overall committee Employee Costs are projected to underspend by £100,000 due to an over achievement of turnover savings to date. This is an increase in turnover of £52,000 since the last report.
- (b) The Revenues & Benefits section are reporting a £21,000 overspend within postages, this is due to a £12,000 one-off charge for re-billing of the 2024/25 Council Tax notices and additional postages charges relating to an increase in the volume of reminder notices. No change from last committee.
- (c) Statutory Additions Income is projected to be £54,000 under-recovered in line with last year.
- (d) Over-recovery of income within Revenues & Benefits of £57,000, this is mainly due to one-off SWF administration income from the Government with no off-setting costs..
- (e) Over-recovery of £37,000 projected within Council Tax Prior Years based on collection rates and previous years outturn.
- (f) Projecting an overall combined overspend of £57,000 within ICT computer software and hardware. Officers from Finance & ICT Services are currently reviewing in detail whether this pressure is time-limited or recurring and a report is scheduled to be submitted to CMT.
- (g) Projected over-recovery of £32,000 for ICT service recharges for internal maintenance recharges for computer equipment purchased outside of the refresh programme.
- (h) External Licences are currently projecting at an under recovery of £36,000 for liquor and taxi operators. These projections are in line with previous outturns.
- (i) £250,000 overspend within the pay inflation contingency based on the accepted 2024/25 pay award. This is outwith an additional £77 million funding from the Scottish Government. The agreed pay award will be vired from the Pay Contingency to all Services for next Committee.

3.4 General Fund Budget & Reserves Position

Appendix 6 shows that the General Fund is projecting a £530,000 overspend (excluding Health & Social Care) which represents 0.21% of the net Revenue Budget. All committees are reporting an overspend; Policy & Resources Committee £220,000, Environment & Regeneration of £197,000 and the Education & Communities £39,000.

3.5 Reserves

Appendix 4 gives an update on the Committee's operational Earmarked Reserves, i.e. excluding strategic funding models. Spend to 31 November 2024 on these operational Earmarked Reserves is £539,000 (6.91% of projected spend), the majority of the earmarked reserve budgets within the Policy & Resources reserves occur at the end of the year. Appendix 7 gives the overall earmarked reserve position which shows £237,000 (8.93%) slippage against phased budget.

Appendix 8 shows the latest position in respect of the General Fund Reserves and shows that the projected balance at 31 March, 2025 is £3.940 million which is £0.060 million below the minimum recommended balance of £4.0 million. A review of reserves has been undertaken by the CMT and reported to the 23 January Council. The balance of £3.94m excludes decisions taken at Committee on 23 January 2025.

3.6 Workstream Savings

Appendix 9 provides the latest update on the Workstream savings. It can be seen that there remains a projected shortfall of £74,000 against the 2024/25 target. Since report to the last Committee, the Asset Management saving has been rephased over 2026/28. In addition the energy workstream target has been increased by £100,000.

3.7 Virements

None.

4.0 PROPOSALS

4.1 The Committee's own revenue budget is showing a £220,000 overspend. The 3 service budgets are showing a projected underspend of £30,000 an improvement of £84,000 since the last 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

The Financial Regulations state the responsibility for ensuring Revenue Budgets are not exceeded lies with the Committee and budget holding Chief Officers.

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 The paper has been jointly prepared by the Chief Financial Officer and the Corporate Director Education, Communities, and Organisational Development and the Chief Executive.

7.0 BACKGROUND PAPERS

7.1 There are no background papers for this report.

Policy & Resources Budget Movement - 2024/25

Service	Approved Budget 2024/25 £000	Inflation £000	Movements		Transferred to EMR £000	Revised Budget 2024/25 £000
			Virement £000	Supplementary Budgets £000		
Finance	5,634	33	7	426		6,100
Legal, Democratic Digital & Customer Services	5,279	0	107	0		5,386
Organisational Development, Policy & Communications	2,301	0	(47)	0		2,254
Chief Exec	336	0	0	0		336
Miscellaneous	11,648	(1,333)	191	1,682		12,188
Totals	25,198	(1,300)	258	2,108	0	26,264

Supplementary Budget DetailInflation

Miscellaneous - Pay Inflation	(1,180)
Miscellaneous - Non Pay Inflation	(153)
Accountancy - Comp Soft Maint (CIVICA PAY)	6
Revs & Bens - DHP	19
R&B - Postages (Critiqom)	8
	<u>(1,300)</u>

Virements

Legal - Information Governance Monies from Social Work	131
Legal - Members Superann reduction returned to Contingency Fund	(57)
Reg - Monies to Finance Creditors Post	(7)
ICT - NWOW Monies from Property Services	40
HR - Employee budget reduction from budget upload error returned to Contingency Fund	(47)
Miscellaneous - HR employee budget returned to Contingency Fund	47
Miscellaneous - Election Superann returned to Contingency Fund	57
Miscellaneous virements	87
Fin- Monies to Finance for Creditors Post	7
Child Redress Scheme- insuramnce fund contribution	
	<u>258</u>

Supplementary Budgets

Scottish Welfare Fund	
SNCT Pay Offer	426
Teacher Pensions	415
	<u>1,267</u>
	<u>2,108</u>

Total Inflation & Virements**1,066**

REVENUE BUDGET MONITORING REPORTSUBJECTIVE ANALYSIS

2023/24 Actual £000	SUBJECTIVE ANALYSIS	Approved Budget 2024/25 £000	Revised Budget 2024/25 £000	Projected Out-turn 2024/25 £000	Projected Over/(Under) Spend £000	Percentage Over/(Under)
10,153	Employee Costs	8,639	8,735	8,635	(100)	(1.1%)
739	Property Costs	744	744	744	0	-
895	Supplies & Services	915	969	1,044	75	7.7%
2	Transport & Plant	5	5	5	0	-
1,279	Administration Costs	1,331	1,339	1,290	(49)	(3.7%)
28,636	Payments to Other Bodies	38,954	44,658	44,916	258	0.6%
(28,404)	Income	(25,390)	(30,186)	(30,150)	36	(0.1%)
13,300	TOTAL NET EXPENDITURE	25,198	26,264	26,484	220	0.8%
	Earmarked reserves			0	0	
13,300	Total Net Expenditure excluding Earmarked Reserves	25,198	26,264	26,484	220	

POLICY & RESOURCES COMMITTEEREVENUE BUDGET MONITORING REPORTOBJECTIVE ANALYSIS

2023/24 Actual £000	OBJECTIVE ANALYSIS	Approved Budget 2024/25 £000	Revised Budget 2024/25 £000	Projected Out-turn 2024/25 £000	Projected Over/(Under) Spend £000	Percentage Over/(Under)
5,793	Finance	5,634	6,100	6,087	(13)	(0.2%)
5,571	Legal, Democratic Digital & Customer Services	5,279	5,386	5,344	(42)	(0.8%)
2,431	Organisational Development, Policy & Communications	2,301	2,254	2,263	9	0.4%
2,431	Total Net Expenditure Education, Communities & Organisational Development	13,214	13,740	13,694	(46)	(0.3%)
380	Chief Executive	336	336	352	16	4.8%
(875)	Miscellaneous	11,648	12,188	12,438	250	2.1%
1,936	TOTAL NET EXPENDITURE	25,198	26,264	26,484	220	0
	Earmarked reserves		0	0		
1,936	Total Net Expenditure excluding Earmarked Reserves	25,198	26,264	26,484	220	

POLICY RESOURCES

REVENUE BUDGET MONITORING REPORT

MATERIAL VARIANCES (EXCLUDING EARMARKED RESERVES)

POLICY & RESOURCES COMMITTEE

Appendix 3

REVENUE BUDGET MONITORING REPORT

MATERIAL VARIANCES

Outturn 2023/24 £000	Budget Heading	Budget 2024/25 £000	Proportion of Budget £000	Actual to 2024/25 £000	Projection 2024/25 £000	Over/(Under) Budget £000	Percentage Variance %
	<u>Finance Services</u>						
1,630	Accountancy - Employee Cost	1,482	920	890	1,497	15	1.0%
1,406	R&B - Employee Cost	1,227	766	752	1,242	15	1.2%
61	R&B - Postages	56	36	43	77	21	37.5%
(250)	R&B - Statutory Additions	(294)	(159)	(121)	(240)	54	(18.4%)
(64)	R&B - Income	(31)	(24)	(39)	(88)	(57)	183.9%
	R&B Ctax Prior Years	(330)			(367)	(37)	11.2%
	<u>Organisational Development, Policy & Communications</u>						
2,023	ODHR - Employee Cost	1,887	1,137	1,098	1,867	(20)	(1.1%)
	<u>Legal, Democratic Digital & Customer Services</u>						
4739	Employee Costs	3,838	2,313	2,220	3,712	(126)	(3.3%)
587	ICT - Supplies - Software Maintenance	661	639	721	711	50	7.6%
(299)	ICT - Admin Costs - Telephone Recharges - offset in Income	333	222	219	302	(31)	(9.3%)
(60)	ICT - Income Costs - Telephone Recharges - offset in Admin	(333)	(222)	(216)	(302)	31	(9.3%)
(49)	ICT - Income - Recharges (5 Year Computer Refresh)	(30)	(20)	(62)	(62)	(32)	106.7%
(310)	Legal - Income Licenses	(327)	(218)	(202)	(291)	36	(11.0%)
	<u>Miscellaneous Services</u>						
	Pay Inflation Contingency	8,038	0	0	8,288	250	3.1%
9,414	TOTAL MATERIAL VARIANCES	16,177	5,390	5,303	16,346	169	

EARMARKED RESERVES POSITION STATEMENT

COMMITTEE: Policy & Resources

C a t e g o r y	Project	Lead Officer/ Responsible Manager	Total Funding	Phased Budget 2024/25	2024/25 Spend	Projected Spend	Amount to be Earmarked for 2025/26 & Beyond	Lead Officer Update
			2024/25	2024/25	2024/25	2024/25		
			£000	£000	£000	£000	£000	
B	Early Retiral/Voluntary Severance Reserve	Alan Puckrin	3,127	0	0	700	2,427	Projection for 24/25 based on offers expected to be issued linked to 25/26 savings & workstreams.
C	Equal Pay	Morna Rae	100	0	0	0	100	Balance for equal pay legal fees which is under review on an annual basis
C	Digital Strategy	Louise Long	1,149	141	173	344	805	2024/25 Committed project costs to date; purchases of Schools Cashless Catering System replacement £39K and CRM Replacement systems indicative timeline £16K, Revenue and Benefits Victoria Forms system (est cost £37K), Project Officer Post £39k (29/05/24 for 2 years), ICHRIS upgrade (£105k) with temp Service Improvement Lead from 01/07/24, CLD Digital Outcome Solution £19k, Civica Pay Upgrade £66k & Engage subscription (1 year) £22k.
C	Welfare Reform - Operational	Alan Puckrin	52	0	0	10	42	Employee Costs £10k in 24/25, £42k uncommitted.
C	Anti-Poverty Fund	Ruth Binks	2,248	64	56	368	1,880	Proposals to utilise £480k of the unallocated balance of £774k agreed at P&R 17 September 2024. Also proposal to terminate the IRISE project early with the balance of funding remaining within the Anti Poverty EMR. The projected spend, and phasing has been adjusted on this basis. The balance currently unallocated is £270k after the P&R Committee on 19 November agreed to utilise up to £600k of this to create a Fuel Poverty Fund.
B	Loan Charge Funding Model	Alan Puckrin	3,621	0	0	1,113	2,508	Based on Dec Finance Strategy including a further £2.8million over 2024/27 to the EMR to deliver a recurring saving from 2025/26.
B	2023/26 Budget Funding Reserve	Alan Puckrin	9,000	0	0	2,628	6,372	Per approved 2024/26 Budget.
C	ICT Technicians To Support Digital School Inclusion/Covid Recovery	Lynsey Brown	14	14	13	13	1	Completed. Monthly Employee Costs. 1 x Service Desk Operator (until 01/09/24).
C	New Ways of Working	Stuart Jamieson	258	50	0	188	70	Work on-going on James Watt building for transfer of HSCP staff from HMH.

EARMARKED RESERVES POSITION STATEMENT

COMMITTEE: Policy & Resources

C a t e g o r y	Project	Lead Officer/ Responsible Manager	Total Funding	Phased Budget 2024/25	2024/25 Spend	Projected Spend	Amount to be Earmarked for 2025/26 & Beyond	Lead Officer Update
			2024/25	2024/25	2024/25	2024/25		
			£000	£000	£000	£000	£000	
C	Project Resource	Louise Long	83	0	0	63	20	Budget set aside to aide the process of difficult to fill posts and certain council memberships/reviews. Projects approved to date; Co-operative Councils membership £5k, Solace assistance to fill CFO post (£20k est) & (£25k est) for Solace Leadership Management programme. Unallocated balance as at P6 of £33k with £20k to be written back.
C	Scottish Welfare Fund	Alan Puckrin	129	0	0	0	129	To Pay for the balance of Scottih Welfare Fund Crisis Grants expenditure as funded by Scottish Government. To be carried forward to 25/26
C	Smoothing Reserve (Service Consession)	Alan Puckrin	490	0	0	201	289	Phasing over 2023/28, per Feb 2023 report.
B	Budget Delivery Reserve	Alan Puckrin	2,671	30	237	1,546	1,125	Allocated costs to date: ASN transport (£800k), HR Review (£120k), Utility Costs (£1m), IL Smoothing Reserve (£200k), Winter Gritting (£300k), Finance Officer (£90k), SWAN contract (£370k) & Catering Review (£30k).
C	Student Training Fees	Morna Rae	80	0	3	13	67	The funding is to support professional qualifications and the consequent retention and development of employees. Spend for 24/25 is £13k across Revenues & Benefits, Environmental & Legal . Remainder £67k uncommitted.
C	IRI Smoothing Reserve	Alan Puckrin	946	0	0	0	946	Linked to Dec Finance Strategy, where it was agreed that a further £300k to be added to support model.
C	Empty Property Relief	Alan Puckrin	80	0	6	6	75	£94k for E&R Business Support transferred to E&R , £5.5k cost EPR software for upcoming EPR changes. Remainder £75k balance to be carried forward to cover any retrospective applications for Empty Property Relief.
C	Elections 2024/27	Lynsey Brown	300	80	43	60	240	Budget approved at 2024/25 budget process for local election costs.
C	Allocation towards Historic Child Abuse settlements	Alan Puckrin	500	0	0	500	0	Add to the Insurance Fund during 24/25. HSCP contribution of £500k due 2025/26.
Total Category A			0	0	0	0	0	
Total Category B			18,419	30	237	5,987	12,432	
Total Category C to E			6,473	357	302	1,810	4,664	

COMMON GOOD FUND**REVENUE BUDGET MONITORING REPORT 2024/25**

	Final Outturn 2023/24	Approved Budget 2024/25	Budget to Date 2024/25	Actual to Date 2024/25	Projected Outturn 2024/25
	£	£	£	£	£
PROPERTY COSTS	47,219	65,200	32,700	14,760	58,700
Repairs & Maintenance	19,144	17,500	8,800	10,730	17,500
Rates	23,171	23,200	11,600	0	23,200
Property Insurance	4,034	8,000	4,000	4,030	8,000
Property Costs	870	16,500	8,300	0	10,000
ADMINISTRATION COSTS	6,200	7,700	800	0	7,700
Sundries	0	1,500	800	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
OTHER EXPENDITURE	114,192	109,500	46,400	44,400	109,500
Christmas Lights Switch On	10,500	10,500	0	0	10,500
Christmas Decorations	38,885	44,000	1,440	1,440	44,000
Gourock Highland Games	29,400	29,400	29,400	29,400	29,400
Armistice Service	9,527	8,300	260	260	8,300
Comet Festival	13,300	13,300	13,300	13,300	13,300
Events	4,000	4,000	2,000	0	4,000
Bad Debt Provision	8,580	0	0	0	0
INCOME	(202,080)	(183,700)	(90,100)	(91,210)	(186,700)
Property Rental	(228,200)	(234,200)	(117,100)	(117,100)	(234,200)
Void Rents	33,164	54,000	27,000	25,890	54,000
Internal Resources Interest	(7,044)	(3,500)	0	0	(6,500)
NET ANNUAL EXPENDITURE	(34,469)	(1,300)	(10,200)	(32,050)	(10,800)
EARMARKED FUNDS	0	0	0	0	0
TOTAL NET EXPENDITURE	(34,469)	(1,300)	(10,200)	(32,050)	(10,800)

Fund Balance as at 31st March 2024	£ 158,037
Projected Outturn 2024/25	10,800
Expenditure on Port Glasgow Burgh 250th Anniversary approved by Policy and Resources Committee on 13th August 2024	(40,000)
Projected Fund Balance as at 31st March 2025	<u><u>128,837</u></u>

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	<u>Vacant since:</u>
10 John Wood Street	April 2015, currently being marketed
17 John Wood Street	August 2018
	June 2023

Policy & Resources Committee

Revenue Budget Monitoring Report 2024/25

Committee	Approved Budget 2024/2025	Revised Budget 2024/2025	Projected Out-turn 2024/2025	Projected Over/(Under) Spend	Percentage Variance
	£,000's	£,000's	£,000's	£,000's	
Policy & Resources	25,198	26,264	26,484	220	0.84%
Environment & Regeneration	21,394	21,519	21,716	197	0.92%
Education & Communities	116,384	118,425	118,464	39	0.03%
Health & Social Care	73,714	73,988	74,563	575	0.78%
Committee Sub-Total	236,690	240,196	241,227	1,031	0.43%
Loan Charges	16,590	16,590	16,590	0	0.00%
Saving Approved yet to be Allocated (Note 1)	(100)	(100)	(100)	0	0.00%
Workstream Savings Approved (Note 2)	(364)	(419)	(345)	74	0.00%
Service Concession Flexibility	(1,650)	(1,650)	(1,650)	0	0.00%
Contribution from Other Funds (Note 3)	0	(87)	(87)	0	0.00%
Earmarked Reserves	0	300	300	0	0.00%
Total Expenditure	251,166	254,830	255,935	1,105	0.43%
Financed By:					
General Revenue Grant/Non Domestic Rates (Note 4)	(210,221)	(212,088)	(212,088)	0	0.00%
Contribution from General Reserves (Note 5)	(2,628)	(4,425)	(4,425)	0	100.00%
Council Tax	(38,317)	(38,317)	(38,317)	0	0.00%
Integration Joint Board - Contribution to Reserves	0	0	(575)	(575)	100.00%
Net Expenditure	0	0	530	530	

Note 1 - Approved savings yet to be allocated

Note 2 - Workstream Savings Approved yet to be vired

Note 3 - Contribution from Insurance Fund for redress scheme

Note 4 - General Revenue Grant - Includes Teachers Hold Back fundin

Note 5 - General Revenue Grant - £1.797m funded from Capital Grant

Earmarked Reserves Position Statement

Appendix 7

Summary

<u>Committee</u>	<u>Total Funding 2024/25</u>	<u>Phased Budget</u>	<u>Spend 2024/25</u>	<u>Variance Actual to Phased Budget</u>	<u>Projected Spend 2024/25</u>	<u>Earmarked 2025/26 & Beyond</u>	<u>2024/25 %age Spend Against Projected</u>	<u>2024/25 %age Over/(Under) Spend Against Phased Budget</u>
	£000	£000	£000	£000	£000	£000		
Education & Communities	435	101	98	(3)	175	260	56.00%	(2.97%)
Health & Social Care	5,975	1,275	567	(708)	1,946	4,029	29.14%	(55.53%)
Regeneration & Environment	6,827	894	1,216	322	2,543	4,284	47.82%	36.04%
Policy & Resources	24,892	387	539	152	7,797	17,096	6.91%	39.15%
	38,129	2,657	2,420	(237)	12,461	25,669	19.42%	(8.93%)

Actual Spend v Phased Budget Behind Phasing = (£237k) (8.93%)

Last Update (Period P6) Behind of Phasing = (£64k)

Increase in slippage (£174k)

Appendix 8

GENERAL FUND RESERVE POSITION
2024/25

	<u>£000</u>	<u>£000</u>
Usable Balance 31/3/24		4470
<u>Available Funding:</u>		
Actuarial Pension Review (2024/26)	9000	
Additional IRI 2023/27	3500	
Reduced Use of Reserves Budget 2024/26	384	
IRI shortfall 2023/26 (£3.5m less £3.144m Actual 2023/24)	356	
Earmarked Reserve required for 2024/25	<u>160</u>	
		13400
Projected Surplus/(Deficit) 2024/25	<u>(530)</u>	
		(530)
<u>Use of Balances Approved February 2024:</u>		
Additional IRI to Loans Charges	(3000)	
Increased support to the Revenue Budget over 2024/28	(6000)	
Increased support to the 2024/28 Capital Programme	<u>(4400)</u>	
		(13400)
Projected Reserve Balance		<u><u>3940</u></u>

Minimum Reserve recommended is £4 million

Policy & Resources Committee

Workstreams Saving Monitoring at December 2024

Saving Title	CMT Lead Officer	Chief Officer Update	Approved Saving	Achieved to Date	Projected Saving	Over achievement/ (Shortfall)
			2024/25 £000's	2024/25 £000's	2024/25 £000's	2024/25 £000's
Income Generation Original Target £700k	A Puckrin	5% increases in fees/charges for both 2024/25 and 2025/26 agreed as part of the 2024/26 Budget. Balance anticipated to come from Inchgreen JV no later than 2025/26. No Change.	250	245	245	(5)
Procurement Original target £600k, then £750k, then £805k (to fund Procurement post) now £945k over 24/27 after £140k New target added. Note 2	S Jamieson	£671k achieved in 2024/25 from the new Residual Waste contract with £80k achieved from the new SWAN contract. This has been phased 50% 24/25 and 50% 25/26 and requires £350k investment from the Budget Delivery emr. CMT have increased the target by £55k in order to help increase capacity within the Procurement Team. Proposal to increase target further developed as part of August 2024 savings exercise by £140k including purchase cards.	710	711	711	1
Energy Original Target £500k, now £950k	A Puckrin	£800k reduction in gas/electricity budgets over 2023/26 approved as part of the 2024/26 Budgets. The 2025/26 position will continue to be monitored given the global issues that could impact. A £50k reduction in fuel costs was applied from 2024/25 based on 2023/24 out-turn. 2025/26 saving under review following receipt of October update. An increase in target of £100k approved P&R January 2025.	250	250	250	0
Asset Management Original Target £400k	S Jamieson	Initial saving will arise from the demolition of Hector McNeil House as part of the Levelling Up Fund project later in 2024. Officers developing a process for the consideration by members of other proposals which was presented in October. 2025/28 phasing reviewed.	50	0	0	(50)
Management Restructure Ph3 Original Target £200k	L Long	Update presented to 14.11.24 Programme Board and 19.11.24 P&R Committee agreed to use £104k from the contingency to meet the 31.3.26 projected shortfall. Shortfall updated in line with latest saving proposal, now utilising £65k from contingency balance.	0	0	0	0
Digital & Customer Services Original Target £100k	L Long	A number of projects delivering service improvements progressing. Updated via regular reports to Policy & Resources Committee. Update to 14.11.24 Programme Board and 19.11.24 P&R Committee agreed to use £35k from the contingency to meet the 31.3.26 projected shortfall. In line with latest saving proposal, shortfall increased to £41k funded from contingency.	20	0	0	(20)
Community Learning & Development- Delivering Differently Review Original Target £180k	R Binks	Working Group set up now CLD inspection is concluded. Report due late 2024. Initial £40k delivered this year through vacancy management. Final report to 21.01.25 E&C Committee.	40	40	40	0
Schools Catering Review Original Target £120k	R Binks	3.8FTE vacant posts delivering an £80k saving in 25/26 have already been identified and APSE are undertaking a review with the service to identify potential areas for efficiencies. This review takes place in the first months of 2025.	0	0	0	0
Teachers Original Target £520k	R Binks	Saving sheet prepared on basis of 8 FTE reduction and on the assumption that mitigations will be accepted by the Scottish Government. Proposed to take full saving in 2025/26 on basis that posts are already vacant. Saving proposal now substituted by other teacher funding.	0	0	0	0
Over achievement Contingency Currently £300k	A Puckrin	This reflects the fact that targets exceed the overall allowance in the 2024/26 Budget. Policy & Resources Committee approved the use of £139k on 19.11.24. Phasing updated, £106k required from contingency.	0	0	0	0
Totals			1,320	1,246	1,246	(74)

Approved Saving	Achieved to Date	Projected Saving	Total Projected Saving	Over achievement/ (Shortfall)	2026/27	2027/28	Est FTE Impact
2025/26 £000's	2025/26 £000's	2025/26 £000's	2024/26 £000's	2024/26 £000's	£000's	£000's	
450	256	455	700	0	0	0	0.0
165	40	164	875	0	70	0	(2.0)
700	600	700	950	0	0	0	0.0
50	0	100	100	0	200	100	3.8
200	0	135	135	(65)	12	0	2.5
80	0	59	59	(41)	17	0	2.0
140	0	140	180	0	0	0	4.3
100	0	100	100	0	20	0	3.8
325	0	0	0	0	0	0	0.0
(300)	0	(194)	(194)	106	0	0	0.0
1,910	896	1659	2905	0	319	100	14.4