AGENDA ITEM NO. 2

Report To:	Environment & Regeneration Committee	Date:	3 September 2015
Report By:	Chief Financial Officer and Corporate Director Environment, Regeneration and Resources	Report No:	FIN/72/15/AP/MMcC
Contact Officer:	Mary McCabe	Contact No	o: 01475 712222
Subject:	Environment and Regeneration 201 to 30 June 2015	5/16 Revenu	e Budget – Period 3

1.0 PURPOSE

Invercly

1.1 To advise Committee of the 2014/15 out-turn and the 2015/16 Revenue Budget position at period 3 to 30 June 2015.

2.0 SUMMARY

- 2.1 In 2014/15, excluding the carry forward of Earmarked Reserves, there was an underspend of £109,000 within the Environment and Regeneration Committee. This was an increase in expenditure of £42,000 from the Period 11 position reported to Committee in April 2015.
- 2.2 The major variances making up this underspend were as follows:
 - i. Turnover savings across the Committee of £294,000; £220,000 of which is the early achievement of future savings.
 - ii. An underrecovery in Planning income of £101,000 resulting from fewer planning applications being received than anticipated.
 - iii. Overspends on agency worker costs within Property of £64,000, Refuse Collection of £30,000 and Building Services of £18,000 partially offset by additional Property fee income of £29,000 and turnover savings within employee costs.
 - iv. An underspend in Refuse Transfer Station residual waste contract costs of £54,000 due to fewer than anticipated tonnes being sent to landfill.
 - v. An underrecovery in Physical Assets income of £40,000 mainly due to reduced rental income.
- 2.3 The revised 2015/16 budget for Environment and Regeneration is £20,328,000 which excludes Earmarked Reserves.
- 2.4 The latest projection, excluding Earmarked Reserves, is an underspend of £36,000.
- 2.5 The major variances projected at Period 3 are:
 - i. An underspend in Vehicle Maintenance fuel of £39,000
 - ii. Turnover savings within Environmental Services of £65,000, the majority of which is the early achievement of a future year saving.
 - iii. An underrecovery of Catering income of £47,000. This is in line with previous years. A review of Special Catering is being undertaken by officers in order to bring this back on budget by the year end.

2.6 Earmarked Reserves for 2015/16 total £2,643,000 of which £1,396,000 is projected to be spent in the current financial year. As detailed in Appendix 4 expenditure of £144,000 (10.3%) has been incurred to Period 3, which is in line with phased expenditure.

3.0 RECOMMENDATIONS

- 3.1 The Committee is asked to note the out-turn for 2014/15 and the current projected underspend for 2015/16 of £36,000 as at 30 June 2015.
- 3.2 The Committee is asked to approve virement as detailed in Section 8 and Appendix 5.

Alan Puckrin Chief Financial Officer Aubrey Fawcett Corporate Director Environment, Regeneration & Resources

4.0 BACKGROUND

- 4.1 The purpose of this report is to advise Committee of the current position of the 2015/16 budget as well as the 2014/15 out-turn and to highlight the main issues contributing to the underspend in 2014/15 and the projected underspend in 2015/16.
- 4.2 The revised 2015/16 budget for Environment and Regeneration, excluding earmarked reserves, is £20,328,000. This is a reduction of £1,868,000 from the approved budget. Appendix 1 gives details of this budget movement.

5.0 2014/15 OUT-TURN

5.1 The main variations from budget and movements from Period 11 Projection in 2014/15 were as follows:

	Revised Budget 2014/15	Out-turn 2014/15	Variance to Budget	Percentage Variance to Budget	Movement since P11 Projection
	£0	£0	£0	%	£0
Regeneration & Planning	4,805	4,932	127	2.65%	(19)
Property Services	3,602	3,762	160	4.44%	92
Environmental & Commercial Services	13,437	13,057	(380)	-2.83%	(35)
Corporate Director	158	142	(16)	-10.33%	4
TOTAL NET EXPENDITURE	22,002	21,893	(109)	-0.50%	42
Earmarked Reserves	(3,077)	(3,077)	0	0.00%	0
TOTAL NET EXPENDITURE EXCLUDING EARMARKED RESERVES	18,925	18,816	(109)	(0.58)%	42

5.2 The actual out-turn, excluding Earmarked Reserves was £18,816,000, which represents an underspend of £109,000. This is an increase in spend of £42,000 from the position reported to Committee on 30th April 2015. The material variances are outlined in 5.3 to 5.6:

5.3 Committee-wide Variances

Turnover Savings across all Services of £294,000, a further reduction in spend of £5,000 from the Period 11 projection. This outturn includes costs associated with holiday pay on overtime of £110,000 which was not budgeted for. Of the turnover savings achieved, £220,000 was due to the early achievement of future year savings.

5.4 Regeneration and Planning Variances

a) An underrecovery in Planning income of £101,000, a further reduction of £9,000 from Period 11 Committee. This underrecovery is a result of fewer planning applications being received than is budgeted for.

5.5 Property Assets & Facilities Management Variances

- a) An underrecovery in Physical Assets income of £40,000, a further £4,000 reduction from that reported at the Period 11 Committee.
- b) An overspend on agency worker costs within Property Services of £64,000, £34,000 more spend than was previously projected. This overspend is partially offset by

additional fee income of £29,000.

5.6 Environmental & Commercial Services Variances

- a) Within the Refuse Transfer Station, the residual waste contract budget was underspent by £54,000 due to a reduction in tonnes being sent to landfill. This outturn represents an increase in costs of £13,000 since Period 11.
- b) Agency worker costs within Refuse Collection and Building Services of £30,000 and £18,000, as previously reported. These costs are mainly offset by turnover savings.

6.0 2015/16 CURRENT POSITION

6.1 The current projection for 2015/16 is an underspend of £36,000.

6.2 Regeneration & Planning - £18,000 overspend

The current projected out-turn for Regeneration & Planning is an overspend of £18,000. The main issues relating to the current projected overspend for Regeneration & Planning are detailed below and in Appendix 3:

(a) Employee Costs

There is a projected overspend of £14,000 due to the turnover savings target not being met.

6.3 Property Services - £52,000 overspend

The current projected out-turn for Property Services is an overspend of £52,000.

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

(a) Employee Costs

There is a projected overspend of £38,000, made up as follows:

- i. Cost of additional Technical Services employee of £49,000; offset by additional fee income.
- ii. Excess turnover savings of £11,000, partially offset by increased agency worker costs.
- (b) Property Costs

There is a projected overspend of £20,000 mainly due to an overspend on Non Domestic Rates within Office Accommodation of £16,000.

(c) Administration Costs

There is a projected overspend of £113,000 due mainly to agency worker costs within Technical Services of £100,000, partially offset by additional fee income and Central Repairs of £9,000, offset by turnover savings.

(d) Income

There is a projected overrecovery in income of £119,000 due to additional Technical Services capital recharge income – offset by increased employee costs and agency worker costs.

6.4 Environmental & Commercial Services - £52,000 underspend

The current projected out-turn for Environmental & Commercial Services is an underspend of £52,000.

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

(a) Employee Costs

There is a projected underspend of £104,000, mainly due to:

- i. Underspend in Refuse Collection of £34,000 due to delays in filling vacant posts and reduced overtime. This is offset by increased agency worker costs, per 6.4(e) below.
- ii. Additional turnover savings within Management of £30,000. This is the early achievement of a 2016/17 saving.
- iii. Underspend in Janitors employee costs of £19,000 which is offset by reduced recharge income.
- iv. An overspend within Vehicle Maintenance Drivers of £14,000 which is offset by additional income.
- v. Turnover savings within Building Services of £12,000 due to delays in filling vacant posts.
- vi. Other minor savings across the Service of £23,000.

(b) Property Costs

There is a projected underspend of £31,000, mainly due to:

- i. Underspends in the residual waste contract of £16,000 and food waste of £7,000, due to minor reductions in waste tonnages treated.
- ii. An underspend in water charges of £10,000.
- (c) <u>Supplies & Services</u>

There is a projected overspend of £91,000, mainly due to the following:

- i. Increased spend on Roads Operational Sub Contractors and Materials of £28,000 based on the current workplan. This is offset by additional income.
- ii. Roads Client rechargeable spend of £29,000 which is offset by additional income.
- iii. Overspend on Crematorium technical equipment of £20,000 as a result of necessary repairs to the cremators.

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

There is an underspend of £36,000 mainly as a result of:

- i. An underspend in purchase of fuel of £39,000.
- ii. An underspend in Roads Operational external hires of £12,000, based on the current workplan.
- iii. Minor overspend on Roads Fund licences of £11,000.
- (e) Administration Costs

There is a projected overspend of £42,000, mainly as a result of increased agency staff costs of \pounds 30,000 within Refuse Collection which are offset by reduced employee costs, per 6.4(a)(i) above.

(f) Payments to Other Bodies

There is an underspend of £19,000 due to a small decrease in recycling contract costs based on current projected tonnages.

(g) Income

There is a projected underrecovery of £5,000, made up as follows:

- i. An overrecovery of Roads Operational income of £24,000, in line with increased costs, per 6.4(c)(i) above.
- ii. An overrecovery of Roads Client recharge income of £29,000, in line with 6.4(c)(ii) above.
- iii. An underrecovery of Janitors recharge income of £19,000, in line with reduced employee costs, per 6.4(a)(iii).
- iv. An overrecovery of Vehicle Maintenance Drivers income of £14,000, in line with increased employee costs, see 6.4(a)(iv).
- v. An underrecovery of special catering income of £46,000. This is in line with previous years. A review of Special Catering is being undertaken by officers in order to bring this back on budget by the year end.

6.5 Corporate Director - £55,000 underspend

The Corporate Director budget is projecting £55,000 under budget as a result of recharges to Riverside Inverclyde.

7.0 EARMARKED RESERVES

7.1 There is a planned contribution of £1,874,000 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 in line with phased budget.

8.0 VIREMENTS

8.1 Committee is asked to approve virement as outlined in Appendix 5. This virement is reflected throughout the report and is requested to address a pressure within the Street Cleaning traffic management budget. Full details are included in the Appendix.

9.0 IMPLICATIONS

Finance

9.1 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

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

Human Resources

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

Equalities

9.4 There are no equality issues arising from this report.

Repopulation

9.5 There are no repopulation issues within this report.

10.0 CONSULTATIONS

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

11.0 CONCLUSIONS

11.1 The Committee is currently reporting an underspend of £36,000.

12.0 LIST OF BACKGROUND PAPERS

12.1 There are no background papers relating to this report.

Appendix 1

Environment & Regeneration Budget Movement - 2015/16

Period 3: 1st April - 30th June 2015

Approved Budget			Mo	Revised Budget		
				Supplementary	Transferred to	
	2015/16	Inflation	Virement	Budgets	EMR	2015/16
Service	£000	£000	£000	£000	£000	£000
Regeneration & Planning	4,594,060				(960,000)	3,634,060
Property Services	3,485,250				(914,000)	2,571,250
Environmental & Commercial Services	13,957,550			6,000		13,963,550
Corporate Director	158,750					158,750
Totals	22,195,610	() (6,000	(1,874,000)	20,327,610

Supplementary Budget Detail

External Resources

Internal Resources

Parklea Klargester system - funded from Revenue Implications of the Capital Programme

Savings/Reductions

6,000

£000

ENVIRONMENT AND REGENERATION COMMITTEE

REVENUE BUDGET MONITORING REPORT

PERIOD 3: 1st April 2015 - 30th June 2015

Subjective Heading	Approved Budget 2015/16 £000	Revised Budget 2015/16 £000	Projected Out-turn 2015/16 £000	Projected Over/(Under) Spend	Percentage Variance %
Employee Costs	17,760	17,673	17,567	(106)	(0.60)%
Property Costs	8,239	8,234	8,228	(6)	(0.08)%
Supplies & Services	6,439	6,450	6,540	90	1.40%
Transport Costs	3,504	3,504	3,468	(36)	(1.02)%
Administration Costs	509	509	664	155	30.43%
Payments to Other Bodies	6,021	6,062	6,043	(19)	(0.31)%
Income	(20,276)	(20,230)	(20,344)	(114)	(0.56)%
TOTAL NET EXPENDITURE	22,196	22,202	22,166	(36)	(0.16)%
Transfer to Earmarked Reserves *	0	(1,874)	(1,874)	0	0.00%
TOTAL NET EXPENDITURE EXCLUDING EARMARKED RESERVES	22,196	20,328	20,292	(36)	(0.18)%

Objective Heading	Approved Budget 2015/16 £000	Revised Budget 2015/16 £000	Projected Out-turn 2015/16 £000	Projected Over/(Under) Spend	Percentage Variance %
Regeneration & Planning	4,594	4,594	4,612	18	0.40%
Property Services	3,485	3,485	3,537	52	1.49%
Environmental & Commercial Services	13,958	13,964	13,912	(52)	(0.37)%
Corporate Director	159	159	105	(54)	(34.33)%
TOTAL NET EXPENDITURE	22,196	22,202	22,166	(36)	(0.16)%
Transfer to Earmarked Reserves *	0	(1,874)	(1,874)	0	0.00%
TOTAL NET EXPENDITURE EXCLUDING EARMARKED RESERVES	22,196	20,328	20,292	(36)	(0.18)%

* Per Appendix 3: New funding transferred to earmarked reserves during 2015/16

ENVIRONMENT AND REGENERATION COMMITTEE

REVENUE BUDGET MONITORING REPORT

MATERIAL VARIANCES

PERIOD 3: 1st April 2015 - 30th June 2015

<u>Out Turn</u> 2014/15 <u>£000</u>	Budget Heading	Subjective Head	<u>Budget</u> 2015/16 <u>£000</u>	Proportion of Budget	Actual to 30-Jun-15 £000	Projection <u>2015/16</u> <u>£000</u>	(Under)/Over Budget £000	Percentage Variance <u>%</u>
2,117	REGENERATION & PLANNING Regen & Planning Employee Costs	Employee Costs	1,970	495	504	1,984	14 14	0.71%
1,264 159	PROPERTY SERVICES Technical Services Central Repairs	Employee Costs Employee Costs	1,073 157	270 39	292 36	1,131 140	58 (17) 41	5.41% (10.83)%
276	Office Accommodation - Rates	Property Costs	308	308	324	324	16 16	5.19%
64	Technical Services - Agency Staff	Administration	0	0	30	100	100 100	0.00%
(1,128)	Technical Services - Recharges to Capital	Income	(1,100)	(183)	(205)	(1,219)	(119) (119)	10.82%
2,770 610 1,153 1,025 822	ENVIRONMENTAL & COMMERCIAL SERVICES Management VMTA Refuse Collection Janitorial Buidling Services	Employee Costs Employee Costs Employee Costs Employee Costs Employee Costs	2,820 575 1,294 1,031 856	759 144 332 259 215	720 150 307 246 211	2,790 589 1,260 1,012 844	(30) 14 (34) (19) (12) (81)	(1.06)% 2.43% (2.63)% (1.84)% (1.40)%
2,434	Transfer Station - Waste Disposal	Property Costs	2,417	466	472	2,401	(16) (16)	(0.66)%
24 267 141	Crematorium - Technical Equipment Roads Operational Account - Subcontractors Roads Client - Rechareable Works	Supplies & Services Supplies & Services Supplies & Services	20 235 0	5 31 0	38 39 29	40 254 29	20 19 <u>29</u> 68	100.00% 8.09%
37 531 309	Vehicle Maintenance - Road Fund Vehicle Maintenance - Fuel Purchases Roads Operational Account - External Hires	Transport & Plant Transport & Plant Transport & Plant	31 556 305	9 139 40	5 129 74	42 517 293	11 (39) (12) (40)	35.48% (7.01)% (3.93)%
56	Refuse Collection - Agency Staff	Administration	20	5	9	50	30 30	150.00%
144	Waste Strategy - Payments to Greenlight	РТОВ	160	27	22	141	(19) (19)	(11.88)%
(28) (135) (1,136) (132) (11) (141) (783) (433)	Catering - Special Catering Catering - Recharges Social Work Janitorial - Recharges Cleaning - Charges outwith contract Cleaning - Variations Income Roads Client - Recoveries Roads Clerational Account - Revenue/EMR VMTA Recharges - Drivers	Income Income Income Income Income Income Income	(90) (120) (1,140) (159) 0 0 (770) (389)	(22) (30) (284) (40) 0 (98) (97)	0 (31) (240) (21) 0 (69) (98)	(28) (135) (1,121) (137) (19) (29) (789) (403)	61 (15) 19 22 (19) (29) (19) (14) 6	(68.42)% 12.50% (1.67)% (13.84)% 0.00% 0.00% 2.47% 3.60%
117	CORPORATE DIRECTOR Corporate Director	Employee Costs	136	34	34	82	(54) (54)	(39.71)%
Total Materia	I Variances						-54	

EARMARKED RESERVES POSITION STATEMENT

COMMITTEE: Regeneration & Environment

<u>Project</u>	<u>Total</u> <u>Funding</u> 2015/16	<u>Phased Budget</u> <u>To Period 3</u> 2015/16	<u>Actual</u> <u>To Period 3</u> 2015/16	Projected Spend 2015/16	Amount to be Earmarked for 2016/17 & Beyond	Lead Officer Update
	<u>£000</u>	<u>£000</u>	<u>£000</u>	<u>£000</u>	<u>£000</u>	
Youth Employment	199	5	5	167	32	Funding will be used to enhance core revenue budget in support of the Modern Apprenticeship scheme and Graduate support.
Business Support Initiative	31	9	9	31		This relates to Business Development Officer post which assists local businesses in accessing support.
Birkmyre Park, Port Glasgow	13	13	13	13	0	Project is now complete.
Whinhill Golf Club	43	5	5	43	-	£33k has been set aside for the resurfacing of the Car Park in August '15 by Roads, the remaining £10k will be spent on Materials & Equipment with orders being placed in July / August '15.
Flooding Strategy	44	0	0	44	0	Funding for legal fees related to discussions with Scottish Water on ownership of Eastern Line of Falls.
Greenock Town Centre Parking Strategy	30	0	o	30	-	\pounds 17k to be spent on Towns and Villages parking strategy signing/lining and the balance will be used for signing, etc. within the Bullring and Waterfront car parks. The Towns and Villages parking is subject to consultation and could be delayed if there are any objections.
Repopulating/Promoting Inverclyde	606	67	67	455	151	All workstreams proceeding well.
Employability Initiatives	426	5	5	200	226	Payment will be made to ICDT by year end.
Greenock Municipal Buildings Tourism Initiative	133	2	2	2		A report will be submitted to Councillors detailing the options and recommendations as advised by external Consultants.
Commonwealth Flotilla Event	74	0	0	40		Spend will be directed to creating a legacy from the sailing event undertaken to celebrate the Commonwealth Games. The legacy involves the relocation of pontoons used during the event to East India Harbour.

EARMARKED RESERVES POSITION STATEMENT

COMMITTEE: Regeneration & Environment

Project	<u>Total</u> <u>Funding</u> 2015/16	<u>Phased Budget</u> <u>To Period 3</u> 2015/16	<u>Actual</u> <u>To Period 3</u> 2015/16	Projected Spend 2015/16	Amount to be <u>Earmarked for</u> 2016/17 & Beyond	Lead Officer Update
	<u>£000</u>	<u>£000</u>	<u>£000</u>	<u>£000</u>	<u>£000</u>	
Roads Defects and Drainage works	291	38	38	291	-	15/16 Jetpatcher contract #1 completed - invoicing being processed; some carry over costs from 14/15 Patching Contract #3 - invoices being processed; quotation for vactor unit is being implemented (one day per week). Anticipate full spend.
City Deal	83	0	0	40	43	Our anticipated share of Project Management Office Costs for this year.
Play Facilities	120	0	0	0	-	Funding for new Play facilities or replacing equipment in existing facilities. Detailed assessment required to determine need, scope and location of new / improved play areas against existing strategy.
Town and Village Centre Environmental Improvements	300	0	0	40		Minor spend expected this year. Working group to be set up to report back to Environment & Regeneration Committee on detailed use of reserve.
Substitute Funding - Riverside Inverclyde	250	0	0	0		To allow saving in Riverside Inverclyde ongoing revenue budget from 2016/17 while retaining funding levels to Riverside Inverclyde.
Total Category C to E	2,643	144	144	1,396	1,247	

APPENDIX 5

ENVIRONMENT AND REGENERATION COMMITTEE

VIREMENT REQUESTS

PERIOD 3: 1st April 2015 - 30th June 2015

Budget Heading	Increase Budget	(Decrease) Budget
	£	£
Street Cleaning - Traffic Management Street Cleaning - Cleaning Materials/Equipment Street Cleaning - Repairs & Maintenance Street Cleaning - Tools & Equipment Clean-up Squads - Non Contract Waste Disposal	17,020	(900) (120) (6,000) (10,000)
Total	17,020	(17,020)

Note

In order to comply with traffic regulations and to ensure the safety of employees and road users, the necessary traffic management employed during the sweeping of the district's trunk roads has had to be reviewed. The revised traffic management measures cost more, so the associated budget has to be increased. Larger sweepers are now hired to make sweeping of trunk roads more efficient and less disruptive to road users, the cost of which is also charged to the traffic management budget. Waste disposal costs decreased last year due to less fly tipping being uplifted from Council land and as hired sweepers are used on trunk roads, the Street Cleaning equipment budget is under less pressure. It is therefore proposed to vire £17k from waste disposal and other Street Cleaning budgets to cover the increased costs of trunk road traffic management and sweeper hire costs.