

AGENDA ITEM NO. 2

Report To:	Environment & Regeneration Committee	Date:	2 March 2017
Report By:	Chief Financial Officer and Corporate Director Environment, Regeneration and Resources	Report No:	FIN/16/17/AP/MMcC
Contact Officer:	Mary McCabe	Contact No	c 01475 712222
Subject:	Environment and Regeneration 201 to 31 December 2016	6/17 Revenu	e Budget – Period 9

1.0 PURPOSE

1.1 The purpose of this report is to advise the Committee of the 2016/17 Revenue Budget position at Period 9 to 31 December 2016.

2.0 SUMMARY

- 2.1 The revised 2016/17 budget for Environment and Regeneration is £19,103,000 which excludes Earmarked Reserves.
- 2.2 The latest projection, excluding Earmarked Reserves, is an underspend of £2,000, a decrease in projected spend of £103,000 since last Committee.
- 2.3 The major variances projected at Period 9 are:
 - i. A projected overspend on the Residual Waste Contract within the Refuse Transfer Station of £69,000 due to an increase in tonnages of waste treated. This is after virement of £130,000 approved in January 2017.
 - ii. Turnover savings across the Committee of £206,000 due to delays in filling vacant posts.
 - iii. An underrecovery in Physical Assets rental income of £95,000 in line with previous years' outturn.
 - iv. An underrecovery in Planning/Building Standards income of £80,000 due to fewer than budgeted applications being received.
 - v. An underspend in the Corporate Director budget of £65,000 due to turnover savings and a recharge to RI.
- 2.4 Operational Earmarked Reserves for 2016/17 total £2,936,000 of which £1,321,000 is projected to be spent in the current financial year. As detailed in Appendix 4 expenditure of £206,000 (15.6%) has been incurred to Period 9, which is £383,000 (65%) under phased budget, mainly due to delays within the Repopulating/Promoting Inverclyde and Roads Defect and Drainage reserves. These areas are now progressing with significant spend expected in the next month. More detail is provided in the Appendix.

3.0 RECOMMENDATION

3.1 The Committee note the current projected underspend for 2016/17 of £2,000 as at 31 December 2016.

4.0 BACKGROUND

- 4.1 The purpose of this report is to advise the Committee of the current position of the 2016/17 budget and to highlight the main issues contributing to the projected underspend.
- 4.2 The revised 2016/17 budget for Environment and Regeneration, excluding earmarked reserves, is £19,103,000. This is an increase of £161,000 from the approved budget prior to transfers to earmarked reserves. Appendix 1 gives details of this budget movement.

5.0 2016/17 CURRENT POSITION

5.1 The current projection for 2016/17 is an underspend of £2,000 (0.01%).

5.2 Regeneration & Planning - £13,000 overspend

The current projected out-turn for Regeneration & Planning is an overspend of £13,000, a reduction in projected spend of £36,000 since Period 7 Committee.

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

(a) Employee Costs

There is a projected underspend of £111,000 due to turnover savings resulting from delays in filling vacant posts, a reduction in projected spend of £16,000 since last Committee.

(b) Income

There is a projected underrecovery in income of £124,000, an increase in income of £20,000 from that previously reported, due to:

- i. A projected underrecovery in Commercial Industrial rental income of £44,000, due to a higher than budgeted level of voids in line with the 2015/16 outturn. It is hoped that the level of voids will decrease in future years by using earmarked reserves to improve the commercial portfolio, as previously agreed by the Committee.
- ii. A projected underrecovery of Building Standards fee income of £60,000 and Development Control income of £20,000, due to fewer than budgeted applications being received. This is £20,000 more income than was previously reported.

5.3 Property Services - £148,000 overspend

The current projected out-turn for Property Services is an overspend of £148,000, an increase in projected spend of £22,000 since last Committee.

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 £93,000, £15,000 less spend than projected at Period 7, made up as follows:

- i. Cost of additional Technical Services employees totalling £66,000; offset by additional fee income. This is a reduction of £11,000 since last Committee due to an employee leaving earlier than anticipated.
- ii. Turnover savings target projected to be underachieved by £27,000, a reduction in projected spend of £4,000 since Period 7.

(b) Property Costs

There is a projected overspend of £31,000 within Property Costs, an increase in spend of £20,000 since last report, made up of various minor variances.

(c) Administration Costs

There is a projected overspend of £183,000 mainly due to agency worker costs within Technical Services; offset by additional fee income. This is an increase in agency costs of £37,000 since last Committee.

(d) Income

There is a projected overrecovery in income of £160,000, £24,000 more income than was previously reported, mainly due to:

- i. Additional Technical Services capital recharges income offset by increased employee costs and agency worker costs of £247,000. This is £26,000 more income than previously reported in line with increased agency costs.
- ii. Underrecovery of Physical Asset Rental income of £95,000. This is in line with the previous year's outturn and will be addressed as part of the budget process.

5.4 Environmental & Commercial Services - £98,000 underspend

The current projected out-turn for Environmental & Commercial Services is an underspend of £98,000, a reduction in projected spend of £85,000 since last Committee.

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

(a) Employee Costs

There is a projected underspend of £320,000, a reduction in spend of £66,000 from Period 7, mainly due to:

- i. Underspend in Cleaning of £136,000, due to the early achievement of productivity savings. This is a further reduction in spend of £27,000 from last period and is offset by reduced recharge income.
- ii. Underspend in Catering of £30,000, as previously reported, due to delays in filling vacant posts.
- iii. Turnover savings within Public Conveniences of £23,000 resulting from a vacant post, as previously reported.
- iv. Projected turnover savings within Roads Operational of £29,000, an increase in spend of £2,000 since last Committee, due to delays in filling vacant posts.
- v. Underspend in Vehicle Maintenance Drivers' employee costs of £45,000, an increase in spend of £3,000 since last report. These turnover savings are partially offset by additional agency costs as detailed below.
- vi. Underspend in Ground Maintenance employee costs of £20,000, not previously reported, due to delays in employing seasonal employees.
- vii. Other turnover savings across the Service of £37,000.
- (b) Property Costs

There is a projected underspend of £30,000 mainly due to an underspend in Ground Maintenance Hire of Skips of £20,000.

(c) Supplies & Services

There is a projected overspend of £235,000, £143,000 less spend than was reported at Period 7, mainly due to:

- i. Overspends in Roads Operational Subcontractors and Materials of £65,000 and £15,000 respectively. These overspends are offset by additional income and are a result of additional capital works. This is £107,000 less spend than previously reported, based on the current workplan.
- ii. Roads Client rechargeable spend of £145,000; £14,000 more spend than last Committee; which is offset by additional income.
- iii. Overspends in Vehicle Maintenance Materials and Subcontractors of £58,000, previously reported, due to increased Non Routine Maintenance. This overspend is offset by additional Vehicle Maintenance recharge income.
- iv. Net underspend in Building Services' Direct Purchases and Subcontractors of £20,000, offset by reduced income.
- v. Underspend in the Roads Lighting Maintenance budget of £30,000, not previously reported, due to a lower than anticipated number of unplanned lighting faults which is in part due to investment in LED lanterns.
- vi. Underspend in Roads Assessment/Feasibilities of £20,000, not previously reported, resulting from delayed feasibility studies.
- vii. Underspend in Catering Provisions of £23,000, £14,000 less spend than previously reported.
- viii. Overspends in Ground Maintenance Subcontractors and Direct Purchases of £30,000, offset by reduced employee costs and additional income.

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

There is an overspend of £3,000, £14,000 more spend than was projected at last Committee, as a result of:

- i. An underspend in purchase of fuel of £36,000, as previously reported, offset by a reduction in recharge income.
- ii. Underspends in Fuel across the Client Services of £33,000 (in line with reduced spend per (i) above), as previously reported.
- iii. Overspend on Roads Operational external hires and non-routine maintenance of £43,000 and £42,000. This is £8,000 more spend than previously projected and is based on the current workplan. This overspend is offset by additional income.
- iv. Underspends in non-routine maintenance across the other Client Services (excluding Roads Operations) of £19,000. These underspends are mainly due the recent replacement of fleet.

(e) Payments to Other Bodies

There is a projected overspend of £138,000, £20,000 more spend than was previously reported, due to:

- i. A projected overspend of £69,000 in the Residual Waste Contract, a reduction in spend of £7,000 from last Committee. This is due to increased tonnages and, as agreed at last Committee, this pressure has been remitted for consideration as part of the budget process.
- ii. Legal fees relating to a dispute with a former contractor amounting to £39,000, an increase of £4,000 on what was previously reported.

(f) Income

There is a projected overrecovery of £152,000, £107,000 less income than was projected at Period 7, made up as follows:

- i. An overrecovery of Roads Operational income of £141,000, in line with increased costs, per above. This is £89,000 less income than previously reported and is in line with the current work programme.
- ii. An overrecovery of Roads Client Rechargeable income of £145,000, £14,000 more income than at last Committee; offset by additional Supplies & Services spend.
- iii. An underrecovery of Cleaning income of £136,000, in line with reduced employee costs as outlined in 5.4(a)(ii).
- iv. Underrecovery of Fuel recharge income of £36,000, in line with reduced spend.
- v. Overrecovery of Non Routine Maintenance recharge income of £58,000, in line with increased costs.
- vi. Overrecovery of Ground Maintenance income of £21,000, in line with increased Supplies & Services costs.
- vii. Underrecovery of Building Services income of £38,000 in line with reduced costs per 5.4 (c)(iv) above.

5.5 Corporate Director - £65,000 underspend

The Corporate Director budget is projecting £65,000 under budget partially as a result of recharges to Riverside Inverciyde and partially turnover savings pending commencement of the new Corporate Director.

6.0 EARMARKED RESERVES

6.1 There is a planned contribution of £2,443,000 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 £383,000 (65%) below phased spend. This is mainly due to delays within the Repopulating/Promoting Inverclyde and Roads Defects and Drainage reserves. Action has been taken to address this and every effort will be made to bring spend back on budget by the year end.

7.0 VIREMENTS

7.1 There are no virement requests in this report.

8.0 IMPLICATIONS

Finance

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

Financial Implications:

One off Costs

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

Annually Recurring Costs/ (Savings)

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

Legal

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

Human Resources

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

Equalities

8.4 There are no equality issues arising from this report.

Repopulation

8.5 There are no repopulation issues within this report.

9.0 CONSULTATIONS

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

10.0 CONCLUSIONS

10.1 The Committee is currently reporting an underspend of £2,000.

11.0 LIST OF BACKGROUND PAPERS

11.1 There are no background papers relating to this report.

Environment & Regeneration Budget Movement - 2016/17

PERIOD 9: 1st April 2016 - 31st December 2016

	Approved Budget		Μον	vements		Revised Budget
Service	2016/17 £000	Inflation £000	Virement £000	Supplementary Budgets £000	Transferred to EMR £000	2016/17 £000
Regeneration & Planning	4,698	(2)	(1)		(1,175)	3,520
Property Services	2,824	(44)	(31)		(1,025)	1,724
Environmental & Commercial Services	13,716	233	(0)	6	(243)	13,712
Corporate Director	147					147
Totals	21,385	187	(32)	6	(2,443)	19,103

Supplementary Budget Detail	£000
External Resources	
Flooding Grant Support	6
Internal Resources	
Residual Waste Disposal Contract - inflationary increase funded from the Inflation Contingency	137
Waste Strategy MRF Contract - inflationary increase funded from the Inflation Contingency	77
Waste Strategy Composting Contract - inflationary increase funded from the Inflation Contingency	19
Various Services Gas - inflationary decrease returned to Inflation Contingency	(57)
Roads Client Electrical Power - inflationary increase funded from Inflation Contingency	11

Savings/Reductions

REVENUE BUDGET MONITORING REPORT

PERIOD 9: 1st April 2016 - 31st December 2016

Subjective Heading	Approved Budget 2016/17 £000	Revised Budget 2016/17 £000	Projected Out-turn 2016/17 £000	Projected Over/(Under) Spend	Percentage Variance %
Employee Costs	17,969	17,960	17,557	(403)	(2.24)%
Property Costs	4,955	4,882	4,883	1	0.02%
Supplies & Services	6,249	6,225	6,461	236	3.79%
Transport Costs	2,294	2,293	2,296	3	0.13%
Administration Costs	512	526	737	211	40.14%
Payments to Other Bodies	9,711	10,066	10,204	138	1.37%
Income	(20,305)	(20,406)	(20,594)	(188)	(0.92)%
TOTAL NET EXPENDITURE	21,385	21,546	21,544	(2)	(0.01)%
Transfer to Earmarked Reserves *	0	(2,443)	(2,443)	0	0.00%
TOTAL NET EXPENDITURE EXCLUDING EARMARKED RESERVES	21,385	19,103	19,101	(2)	(0.01)%

Objective Heading	Approved Budget 2016/17 £000	Revised Budget 2016/17 £000	Projected Out-turn 2016/17 £000	Projected Over/(Under) Spend	Percentage Variance %
Regeneration & Planning	4,698	4,694	4,707	13	0.28%
Property Services	2,824	2,749	2,897	148	5.38%
Environmental & Commercial Services	13,716	13,956	13,858	(98)	(0.70)%
Corporate Director	147	147	82	(65)	(44.07)%
TOTAL NET EXPENDITURE	21,385	21,546	21,544	(2)	(0.01)%
Transfer to Earmarked Reserves *	0	(2,443)	(2,443)	0	0.00%
TOTAL NET EXPENDITURE EXCLUDING EARMARKED RESERVES	21,385	19,103	19,101	(2)	(0.01)%

* Per Appendix 3: New funding transferred to earmarked reserves during 2016/17

REVENUE BUDGET MONITORING REPORT

MATERIAL VARIANCES

PERIOD 9: 1st April 2016 - 31st December 2016

<u>Out Turn</u> <u>2015/16</u> <u>£000</u>	Budget Heading	Subjective Head	<u>Budget</u> <u>2016/17</u> <u>£000</u>	Proportion of Budget £000	<u>Actual to</u> <u>31-Dec-16</u> <u>£000</u>	Projection 2016/17 £000	(<u>Under)/Over</u> <u>Budget</u> <u>£000</u>	Percentage Variance <u>%</u>
1,162 954	REGENERATION & PLANNING Economic Development Planning	Employee Costs Employee Costs	855 903	580 638	583 597	810 851	(45) (52) (97)	(5.26)% (5.76)%
(638) (342) (268)	Commercial & Industrial - Rent Planning - Building Standards Fee Income Planning - Development Control Income	Income Income Income	(681) (328) (261)	(511) (246) (196)	(460) (204) (194)	(268)		(6.46)% (18.29)% (7.66)%
1,029	PROPERTY SERVICES Technical Services	Employee Costs	842	595	688	954	112 112	13.30%
157	Technical Services - Agency Staff	Administration	0	0	116	180	180 180	
(1,200) (87)	Technical Services - Recharges to Capital Physical Assets - Rent Office Accom - Rent	Income Income Income	(758) (172) 0	(505) (129) 0	(636) (69) (11)	(78)	95	32.59% (55.23)%

REVENUE BUDGET MONITORING REPORT

MATERIAL VARIANCES

PERIOD 9: 1st April 2016 - 31st December 2016

<u>Out Turn</u> <u>2015/16</u> <u>£000</u>	Budget Heading	Subjective Head	<u>Budget</u> 2016/17 <u>£000</u>	Proportion of Budget £000	Actual to 31-Dec-16 <u>£000</u>	Projection 2016/17 £000	(Under)/Over <u>Budget</u> <u>£000</u>	Percentage Variance <u>%</u>
1,741 1,824 76 767 580 1,292	ENVIRONMENTAL & COMMERCIAL SERVICES Cleaning Catering Public Conveniences Roads Operations Vehicle Maintenance - Drivers Grounds Maintenance	Employee Costs Employee Costs Employee Costs Employee Costs Employee Costs Employee Costs	1,814 1,889 95 780 626 1,306	1,289 1,335 67 551 437 975	1,202 1,300 52 488 408 983	72 751	(136) (30) (23) (29) (45) (20) (283)	(7.50)% (1.59)% (24.21)% (3.72)% (7.19)% (1.53)%
71	Grounds Maintenance - Hire of Skips	Property Costs	101	67	41	81	(20) (20)	(19.80)%
238 191 503 433 119 281 216 104 17 966	Building Services - Direct Purchases Building Services - Subcontractors Roads Client - Rechargeable Works Roads Client - Lighting Maintenance Roads Client - Roads Assessment/Feasability Roads Operational Account - Subcontractors Vehicle Maintenance - Non Routine Maintenance Materials Vehicle Maintenance - Non Routine Maintenance Sub Contractor Grounds Maintenance - Sub Contractors Catering - Provisions	Supplies and Services Supplies and Services	164 220 0 416 68 235 176 96 20 975	123 165 0 312 51 176 132 72 15 756	149 73 145 236 21 230 183 97 29 621	214 150 145 386 48 300 200 130 40 952	50 (70) 145 (30) (20) 65 24 34 20 (23) 195	30.49% (31.82)% (7.21)% (29.41)% 27.66% 13.64% 35.42% 100.00% (2.36)%
453 277 402 85	Vehicle Trading Account - Fuel Purchases Environmental Services (excl Roads) - Fuel Recharges Roads Operational Account - External Hires Roads Operational Account - Non Routine Maintenance	Transport & Plant Transport & Plant Transport & Plant Transport & Plant	498 304 305 26	373 233 229 19	336 189 253 48	462 278 348 68	(36) (26) 43 42 23	(7.23)% (8.55)% 14.10% 161.54%

REVENUE BUDGET MONITORING REPORT

MATERIAL VARIANCES

PERIOD 9: 1st April 2016 - 31st December 2016

<u>Out Turn</u> 2015/16 <u>£000</u>	<u>Budget</u> <u>Heading</u>	Subjective Head	<u>Budget</u> 2016/17 £000	Proportion of Budget £000	<u>Actual to</u> <u>31-Dec-16</u> <u>£000</u>	Projection 2016/17 <u>£000</u>	<u>(Under)/Over</u> <u>Budget</u> <u>£000</u>	Percentage Variance <u>%</u>
2,523 19	Refuse Transfer - Waste Disposal Roads Client - Legal Fees	РТОВ РТОВ	2,725 0	1,791 0	1,891 39	2,794 39	69 39 108	2.53%
(755) (3,147) (503) (119) (1,820) (454) (261)	Roads Operational Account - Revenue Roads Operational Account - Capital Roads Client - Recoveries Building Services Cleaning - Recharges Vehicle Maintenance - Fuel Recharges Income Vehicle Maintenance - Non Routine Maintenance Recharges	Income Income Income Income Income Income	(770) (2,705) 0 (144) (1,953) (495) (154)	(577) (2,029) 0 (108) (1,452) (371) (115)	(468) (2,121) (145) (15) (1,368) (306) (149)	(2,826) (145) (106) (1,817) (459)	(20) (121) (145) 38 136 36 (58) (134)	2.60% 4.47% (26.39)% (6.96)% (7.27)% 37.66%
91 Total Materia	CORPORATE DIRECTOR Corporate Director	Employee Costs	141	100	42	76	(65) (65) (22)	(46.10)%

EARMARKED RESERVES POSITION STATEMENT

COMMITTEE: Environment & Regeneration

<u>Project</u>	<u>Total</u> <u>Funding</u> 2016/17	Phased Budget <u>To Period 9</u> <u>2016/17</u>	<u>Actual</u> <u>To Period 9</u> <u>2016/17</u>	Projected Spend 2016/17	Amount to be Earmarked for 2017/18 & Beyond	Lead Officer Update
	<u>£000</u>	<u>£000</u>	<u>£000</u>	<u>£000</u>	<u>£000</u>	
Youth Employment	70	40	0	70		Funding will be used to enhance core revenue budget in support of the Modern Apprenticeship scheme and Graduate support.
Flooding Strategy	14	0	0	0		Funding was originally for legal fees relating to discussions with Scottish Water on ownership of the Eastern Line of Falls. However, this is unlikely now to be required. It was agreed at the Environment & Regeneration Committee 1 September 2016 that £30k of this budget be reallocated towards the demolition of the former Babylon Nightclub. £14k remaining budget will be used for any remaining legal fees and title checks.
Greenock Town Centre Parking Strategy	9	9	7	9		Funding used for parking surveys and road markings and will be complete in 16/17.
Repopulating/Promoting Inverclyde	385	217	92	265		This relates to a number of different workstreams. RI element for 2016/17 is Kilmacolm £185k plus P1 Grand Prix £45k. As at P9 total expenditure on Kilmacolm self build was £47k - balance of available funds of £138k wll be drawn down in P10. £45k for Grand Prix boats included in actual to P9. The Repopulation Group have agreed to use the final £12,000 which was allocated to the mid-market housing initiative to develop the housing options 'wizard'. The spend will be over the next three months.
Employability Initiatives	411	0	0	200	211	Tenders completed, report to E&R Committee, contracts awarded.
Commonwealth Flotilla Event	123	73	75	113		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. Additional £50k funding from car pack aquisition CFCR. Some work remains outstanding at this time, namely the installation of payment meter and gate opening mechanism, and water & power supply to the pontoon.

EARMARKED RESERVES POSITION STATEMENT

COMMITTEE: Environment & Regeneration

Project	<u>Total</u> <u>Funding</u> 2016/17	<u>Phased Budget</u> <u>To Period 9</u> <u>2016/17</u>	<u>Actual</u> <u>To Period 9</u> <u>2016/17</u>	Projected Spend 2016/17	Amount to be Earmarked for <u>2017/18</u> <u>& Beyond</u>	Lead Officer Update
	£000	<u>£000</u>	£000	<u>£000</u>	<u>£000</u>	
Roads Defects and Drainage works	468	160	19	268	200	Funding is for improved drainage maintenance and to reduce pot hole back log. Works have been ongoing since December with the expected full spend of $\pounds 268k$.
City Deal	26	0	6	26	0	Required to meet anticipated share of Project Management Office Costs for 2015/17. Shortfall expected in 2016/17.
Town and Village Centre Environmental Improvements	500	30	7	50	450	Project is progressing as planned, just not incurred much in the way of fees yet.
Economic Development Initiatives	500	50	0	200		Money to be spent on Marketing, Modern Apprenticeships and graduates. Agreed at the ER&R committee meeting on 27/10/2016 that intervention type would change from grant to direct intervention up to £120k of the 2016/17 EMR to facilitate lease opportunities and shopfront improvements. The full £120k will be spent on shopfront improvemnts in 2016/17 plus an additional £80k will be utilised.
Tourism & Events	150	0	0	50	100	Funding for tourism grants spend expected to be in line with profile.
Pre Release Iniatives	200	10	0	40		Engagement meeting has taken place with Scottish Prison Service and the final details of the scheme have been agreed. Contract awarded. Issues with slow engagement and available clients from scottish prison service therefore expected spend in 2016/17 reduced to £10k with £190k expected to be spent in 2017/18.
Power Boat Grand Prix	50	0	0	0	50	Agreed at Environment & Regeneration Committee 1 September 2016, funded from Carpark acquistion earmarked reserve.
TS Queen Mary	30	0	0	30	0	Agreed at Environment & Regeneration Committee 1 September 2016, funded from Carpark acquistion earmarked reserve.
Total Category C to E	2,936	589	206	1,321	1,615	