

Item: 4

Asset Management Sub-committee: 3 September 2024.

Revenue Expenditure Monitoring.

Report by Head of Finance.

1. Overview

- 1.1. On 11 March 2024 the Council set its overall revenue budget for financial year 2024/25. On 18 June 2024, the Policy and Resources Committee recommended approval of the detailed revenue budgets for 2024/25, which form the basis of the individual revenue expenditure monitoring reports.
- 1.2. Individual revenue expenditure monitoring reports are circulated every month to inform elected members of the up-to-date financial position. Quarterly revenue expenditure monitoring reports are presented to individual service committees.
- 1.3. In terms of revenue spending, at an individual cost centre level, budget holders are required to provide an explanation of the causes of each material variance and to identify appropriate corrective actions to remedy the situation.
- 1.4. Material variances are identified automatically as Priority Actions within individual budget cost centres according to the following criteria:
 - Variance of £10,000 and more than 110% or less than 90% of anticipated position (1B).
 - Not more than 110% or less than 90% of anticipated position but variance greater than £50,000 (1C).
- 1.5. Priority Actions can be identified at the Service Function level according to the same criteria and these are shown in the Revenue Expenditure Statements. As with individual cost centre variances, each of these Priority Actions requires an explanation and corrective action to be identified and these are shown in the Budget Action Plan.
- 1.6. The details have been provided following consultation with the relevant Corporate Directors and their staff.
- 1.7. The figures quoted within the Budget Action Plan by way of the underspend (-) and overspend position will always relate to the position within the current month.

2. Recommendations

2.1. It is recommended that members of the Sub-committee:

- i. Note the revenue financial summary statement in respect of service areas for which the Asset Management Sub-committee is responsible, for the period 1 April to 30 June 2024, attached as Annex 1 to this report, indicating a budget underspend position of £345,500.
- ii. Note the revenue financial detail by Service Area statement in respect of service areas for which the Asset Management Sub-committee is responsible, for the period 1 April to 30 June 2024, attached as Annex 2 to this report.
- iii. Scrutinise the explanations given and actions proposed in respect of significant budget variances, as outlined in the Budget Action Plan, attached as Annex 3 to this report, in order to obtain assurance that appropriate action is being taken with regard to significant budget variances.

For Further Information please contact:

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Implications of Report

1. **Financial** The Financial Regulations state that Corporate Directors can incur expenditure within approved revenue and capital budgets. Such expenditure must be in accordance with the Council's policies and objectives and subject to compliance with the Financial Regulations.
2. **Legal** Regular financial monitoring and reporting help the Council meet its statutory obligation to secure best value.
3. **Corporate Governance** In terms of the Scheme of Administration, monitoring, on a quarterly basis, the levels of revenue expenditure incurred against approved budgets, in respect of each of the service areas for which the Sub-committee is responsible, is referred to the Asset Management Sub-committee.
4. **Human Resources** N/A
5. **Equalities** Equality Impact Assessment is not required for financial monitoring.
6. **Island Communities Impact** Island Communities Impact Assessment is not required for financial monitoring.
7. **Links to Council Plan:** The proposals in this report support and contribute to improved outcomes for communities as outlined in the following Council Plan strategic priorities:
 - Growing our economy.

Strengthening our Communities.

Developing our Infrastructure.

Transforming our Council.

8. Links to Local Outcomes Improvement Plan: The proposals in this report support and contribute to improved outcomes for communities as outlined in the following Local Outcomes Improvement Plan priorities:

Cost of Living.

Sustainable Development.

Local Equality.

9. Environmental and Climate Risk N/A

10. Risk N/A

11. Procurement N/A

12. Health and Safety N/A

13. Property and Assets N/A

14. Information Technology N/A

15. Cost of Living N/A

List of Background Papers

Policy and Resources Committee, 27 February 2024, Budget and Council Tax Level for 2024/25.

Policy and Resources Committee, 18 June 2024, Detailed Revenue Budgets

Annexes

Annex 1: Financial Summary.

Annex 2: Financial Detail by Service Area.

Annex 3: Budget Action Plan.

Annex 1: Financial Summary

June 2024

The table below provides a summary of the position across all Service Areas.

Non-General Fund					Annual
Service Area	Spend £000	Budget £000	Over/(Under) £000	Spend %	Budget £000
Sundry Accounts	425.2	784.2	(359.0)	54.2	0.0
Repairs & Maintenance	354.2	340.7	13.5	104.0	2,320.0
	779.4	1,124.9	(345.5)	69.3	2,320.0
Service Totals	779.4	1,124.9	(345.5)	69.3	2,320.0

Compared to last month, the total number of PAs has changed as follows:

Service Area	No. of PAs		Service Functions	PAs/ Function
	P02	P03		
Sundry Accounts	2	1	5	20%
Repairs & Maintenance	2	1	2	50%
Totals	4	2	7	29%

Annex 2: Financial Detail by Service Area**June 2024**

The following tables show the spending position by service function

Non-General Fund

		Spend	Budget	Over/(Under)	Spend	Annual
Sundry Accounts	PA	£000	£000	£000	%	Budget
						£000
Utilities Holding A/C	1B	(54.8)	308.2	(363.0)	N/A	0.0
Insurance Holding A/C		462.5	462.9	(0.4)	99.9	0.0
Telephones Holding A/C		9.0	0.0	9.0	0.0	0.0
Photocopiers Holding A/C		(0.2)	6.8	(7.0)	N/A	0.0
Postages Holding A/C		8.7	6.3	2.4	138.1	0.0
Service Total		425.2	784.2	(359.0)	54.2	0.0

		Spend	Budget	Over/(Under)	Spend	Annual
Repairs & Maintenance	PA	£000	£000	£000	%	Budget
						£000
R & M General Fund		233.7	243.5	(9.8)	96.0	1,822.0
Ground Maintenance	1B	120.5	97.2	23.3	124.0	498.0
Service Total		354.2	340.7	13.5	104.0	2,320.0

Sundry Accounts

Function	Function Description/ Explanation	Action Category/ Action Description	Responsible Officer	Deadline	Status
R45C	Utilities Holding A/C Less than anticipated expenditure by £363.0K Delays in delivery of bills and processing of bills are the main factor.	Monitor the situation Will monitor.	Kenny Macpherson	30/09/2024	Ongoing

Repairs & Maintenance

Function	Function Description/ Explanation	Action Category/ Action Description	Responsible Officer	Deadline	Status
R41G	Ground Maintenance More than anticipated expenditure by £23.3K Some minor amendments to the work required compared to the budget profile.	Monitor the situation Will continue to review throughout the summer months when the bulk of the work takes place.	Lorna Richardson	30/09/2024	Ongoing