



Item: 4

Investments Sub-committee: 18 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 Investments Sub-committee is responsible, for the period 1 April to 30 June 2024, attached as Annex 1 to this report, indicating a budget deficit position of £1,451,100.
- ii. Note the revenue financial detail by service area statement in respect of service areas for which the Investments 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 Investments 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
Strategic Reserve Fund	18,685.3	17,234.2	1,451.1	108.4	14,817.0
	18,685.3	17,234.2	1,451.1	108.4	14,817.0
Service Totals	18,685.3	17,234.2	1,451.1	108.4	14,817.0

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

Service Area	No. of PAs		Service Functions	PAs/ Function
	P02	P03		
Strategic Reserve Fund	4	4	10	40%
Totals	4	4	10	40%

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
	PA	£000	£000	£000	%	Budget
						£000
Strategic Reserve Fund						
Investment Activities	1B	(611.6)	(2,196.1)	1,584.5	27.8	(10,982.1)
Investment Properties	1B	(348.2)	(432.4)	84.2	80.5	(841.0)
Local Investments	1B	158.0	221.9	(63.9)	71.2	1,142.2
County Fund	1B	(512.9)	(360.4)	(152.5)	142.3	(2,402.5)
Conservation Fund		0.0	0.8	(0.8)	0.0	0.1
Travel Fund		0.0	0.4	(0.4)	0.0	0.0
Orkney Memorial Fund		0.0	0.0	0.0	0.0	32.9
Renewable Energy Investment Fund		0.0	0.0	0.0	0.0	(276.0)
Movement in Reserves		20,000.0	20,000.0	0.0	100.0	28,070.4
Finance & Capital Charges		0.0	0.0	0.0	0.0	73.0
Service Total		18,685.3	17,234.2	1,451.1	108.4	14,817.0

Strategic Reserve Fund

Function	Function Description/ Explanation	Action Category/ Action Description	Responsible Officer	Deadline	Status
R55C	<p>Investment Activities</p> <p>Less than anticipated income by £1,584.5K</p> <p>Investment returns are behind profile. Markets have been volatile so far this year, and Q1 returns are below budgeted expectations.</p>	<p>Monitor the situation</p> <p>Investments are considered long term; therefore short term reaction is not appropriate.</p>	Erik Knight	31/07/2024	Ongoing
R55D	<p>Investment Properties</p> <p>Less than anticipated income by £84.2K</p> <p>Rental income and expenditure varies across 58 properties according to occupancy, so actual income will vary from anticipated. Overall actual income of £348,000 is at 81% of £432,000 profiled in the budget, with the largest shortfalls in cost centres related to Hatston Industrial Estate which has realised £115,000 income but was profiled to expect £190,000.</p>	<p>No action required</p> <p>Areas of largest variance will be checked to confirm the variance matches the level of occupancy.</p>	Kenny Macpherson	26/07/2024	Ongoing
R55F	<p>Local Investments</p> <p>Less than anticipated expenditure by £63.9K</p> <p>Underspend relating to delay in receipt and onward payment of invoices.</p>	<p>Monitor the situation</p> <p>Expected to correct but monitor.</p>	Sweyn Johnston	31/07/2024	Ongoing

Strategic Reserve Fund

Function	Function Description/ Explanation	Action Category/ Action Description	Responsible Officer	Deadline	Status
R55G	County Fund More than anticipated income by £152.5K Actual receipts in Q1 higher than anticipated.	Raise virements request Prepare virement to realign budget profile.	Erik Knight	31/07/2024	New