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**To: Finance, Resources and Customer Services Policy Board**

**On: 8 February 2024**

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**Report by: Director of Finance and Resources**

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**Heading: Revenue and Capital Budget Monitoring as at 10 November 2023**

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## 1. Summary of Financial Position

- 1.1. The projected revenue outturn at 31 March 2024 for those services reporting to the Finance, Resources and Customer Services Policy Board is an overspend position of £1.989m (2.1%) against the revised budget for the year.
- 1.2. The projected capital outturn at 31 March 2024 for projects reporting to the Finance, Resources and Customer Services Policy Board is a break-even position.
- 1.3. This is summarised over the relevant services in the table below and further analysis is provided in the Appendices.

<b>Table 1: Revenue</b>				
<b>Division</b>	<b>Revised Annual Budget £000</b>	<b>Projected Outturn £000</b>	<b>Budget Variance (Adv)/Fav £000</b>	<b>Budget Variance %</b>
Finance and Resources	43,712	43,712	0	0.0%
Environment, Housing and Infrastructure	20,912	23,701	(2,789)	(13.3%)
Chief Executive's Service (Estates)	(195)	(195)	0	0.0%
Miscellaneous	31,995	31,195	800	2.5%
<b>Total</b>	<b>96,424</b>	<b>99,213</b>	<b>(1,989)</b>	<b>(2.1%)</b>

<b>Table 2: Capital</b>				
<b>Division</b>	<b>Revised Annual Budget £000</b>	<b>Projected Outturn £000</b>	<b>Budget Variance (Adv)/Fav £000</b>	<b>Budget Variance %</b>
Finance, Resources and Customer Services Policy Board	£8,842	£8,842	0	0

## **2. Recommendations**

Members are requested to:

- 2.1. Note the projected Revenue outturn position detailed in Table 1 above;
- 2.2. Note the projected Capital outturn position detailed in Table 2 above; and
- 2.3. Note the budget adjustments detailed at sections 4 and 6.

## **3. Revenue**

- 3.1. The Revenue Budget Monitoring report at Appendix 1 identifies a projected annual overspend of £1.989m (2.1% of total budget) for all services reporting to this Policy Board. Detailed division service reports can be found at the end of this report, along with an explanation of any significant projected variances.
- 3.2. The projected outturn is based on information currently available, and assumptions made by service budget holders. Any changes to these projections will be detailed in future reports to this Board.
- 3.3. The main reasons for the projected outturn position are indicated below the tables showing both the subjective analysis (what the budget is spent on) and the objective analysis (which division is spending the budget).
- 3.4. Members should also note that the forecast outturn position does not yet include any impact of the non-teaching pay settlement for 2023/24 that was agreed in December 2023. This is because the actual costs incurred as well as the Council's share of the additional funding package from the Scottish Government, is still being assessed. The impact will be included in the next report to the Board.

## **4. Revenue Budget Adjustments**

- 4.1. Members are requested to note, from Appendix 1, that budget adjustments totalling (**-£0.463m**) have been processed since the last report at Period 6, with the main reasons as follows:
  - **-£1.001m** transfer of Ukrainian pupil support funding from Miscellaneous Services into Children's Services.

- **+£0.452m** drawdown from reserves into Finance and Resources relating to the Scottish Welfare Fund.

## 5. Capital

- 5.1. The Capital Investment Programme 2023/24 to 2027/28 was approved by the Council on 2 March 2023. For Finance, Resources and Customer Services the revised capital spend for 2023/24 is £8.842m.

## 6. Capital Budget Adjustments

- 6.1. Since the last report, budget changes totalling (£0.897m) have arisen, which reflect the following:
- Budget carried forward from 2023/24 into 2024/25;
    - Lifecycle Capital Maintenance Fund (£0.897m) in relation to Our Lady of the Peace PS Rewire (£0.870m), with works due to commence in summer 2024; and
    - Revised cashflows for Southend Clock Tower Refurbishment (£0.027m).

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## Implications of this report

1. **Financial** – The projected budget outturn position for Finance, Resources and Customer Services' Revenue budget is an overspend of £1.989m (2.1%). Income and expenditure will continue to be monitored closely for the rest of the financial year and as far as possible, steps will be taken to mitigate any overspend.

The projected outturn position for Finance, Resources and Customer Services' Capital budget is break-even. The Capital programme will continue to be monitored closely for the rest of the financial year.

Any changes to current projections in either Revenue or Capital budgets will be reported to the board as early as possible, along with an explanation for the movement.

2. **HR and Organisational Development** - None directly arising from this report.
3. **Community/Council Planning** - None directly arising from this report.
4. **Legal** - None directly arising from this report.

5. **Property/Assets** - The Capital expenditure noted in this report will result in lifecycle maintenance improvements to existing properties and replacement of ICT assets and infrastructure.
  6. **Information Technology** - None directly arising from this report.
  7. **Equality and Human Rights** - None directly arising from this report.
  8. **Health and Safety** - None directly arising from this report.
  9. **Procurement** - None directly arising from this report.
  10. **Risk** - The potential risk that the Council will overspend its approved budgets for the year will be managed at a Council-wide level by the Chief Executive and Directors.
  11. **Privacy Impact** - None directly arising from this report.
  12. **Cosla Policy Position** - None directly arising from this report.
  13. **Climate Risk** - None directly arising from this report.
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### **List of Background Papers**

Revenue Budget and Council Tax 2023/24, Council 2 March 2023

The Capital Investment Programme 2023/24 to 2027/28, Council 2 March 2023

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**RENFREWSHIRE COUNCIL**  
**REVENUE BUDGET MONITORING STATEMENT 2023/24**  
**1 April 2023 to 10 November 2023**

**POLICY BOARD : FINANCE, RESOURCES & CUSTOMER SERVICES**

Objective Summary	Annual Budget at Period 6	Budget Adjustments	Revised Annual Budget at Period 8	Projected Outturn	Budget Variance (Adverse) or Favourable		Previous Projected Outturn Variance	Movement
	£000	£000	£000	£000	£000	%	£000	£000
Finance and Resources	43,339	373	43,712	43,712	0	0.0%	0	0
Environment, Housing and Infrastructure	20,860	52	20,912	23,701	(2,789)	(13.3%)	(2,159)	(630)
Chief Executive's Service (Estates)	(195)	0	(195)	(195)	0	0.0%	0	0
Miscellaneous	32,883	(888)	31,995	31,195	800	2.5%	0	800
<b>NET EXPENDITURE</b>	<b>96,887</b>	<b>(463)</b>	<b>96,424</b>	<b>98,413</b>	<b>(1,989)</b>	<b>(2.1%)</b>	<b>(2,159)</b>	<b>170</b>

Subjective Summary	Annual Budget at Period 6	Budget Adjustments	Revised Annual Budget at Period 8	Projected Outturn	Budget Variance (Adverse) or Favourable		Previous Projected Outturn Variance	Movement
	£000	£000	£000	£000	£000	%	£000	£000
Employees	75,755	57	75,812	75,616	196	0.3%	217	(21)
Premises Related	11,731	(39)	11,692	12,587	(895)	(7.7%)	(329)	(566)
Transport Related	2,042	0	2,042	2,530	(488)	(23.9%)	(555)	67
Supplies and Services	29,639	(142)	29,497	34,088	(4,591)	(15.6%)	(2,728)	(1,863)
Third Party Payments	1,900	0	1,900	1,878	22	1.2%	22	0
Transfer Payments	63,820	(6,844)	56,976	56,119	857	1.5%	61	796
Support Services	68	122	190	165	25	13.2%	29	(4)
Depreciation and Impairment Losses	7,957	0	7,957	7,957	0	0.0%	0	0
<b>GROSS EXPENDITURE</b>	<b>192,912</b>	<b>(6,846)</b>	<b>186,066</b>	<b>190,940</b>	<b>(4,874)</b>	<b>(2.6%)</b>	<b>(3,283)</b>	<b>(1,591)</b>
Income	(96,025)	6,383	(89,642)	(92,527)	2,885	3.2%	1,124	1,761
<b>NET EXPENDITURE</b>	<b>96,887</b>	<b>(463)</b>	<b>96,424</b>	<b>98,413</b>	<b>(1,989)</b>	<b>(2.1%)</b>	<b>(2,159)</b>	<b>170</b>

**RENFREWSHIRE COUNCIL**  
**REVENUE BUDGET MONITORING STATEMENT 2023/24**  
**1 April 2023 to 10 November 2023**

**POLICY BOARD : FINANCE, RESOURCES & CUSTOMER SERVICES**

Objective Summary	Annual Budget at Period 6	Budget Adjustments	Revised Annual Budget at Period 8	Projected Outturn	Budget Variance (Adverse) or Favourable		Previous Projected Outturn Variance	Movement
	£000	£000	£000	£000	£000	%	£000	£000
Finance and Resources Directorate	(1,069)	(180)	(1,249)	(1,249)	0	0.0%	(1)	1
Audit Services	638	0	638	615	23	3.6%	23	0
Corporate Governance	3,070	0	3,070	3,059	11	0.4%	14	(3)
Digital, Transformation & Customer Services	22,027	(25)	22,002	21,993	9	0.0%	10	(1)
Finance and Procurement	5,758	7	5,765	5,772	(7)	(0.1%)	(7)	0
Business Services	8,541	571	9,112	9,112	0	0.0%	(3)	3
Housing Benefits	1,226	0	1,226	1,224	2	0.2%	3	(1)
People & Organisational Development	2,330	0	2,330	2,373	(43)	(1.8%)	(43)	0
Social care (non-delegated)	818	0	818	813	5	0.6%	4	1
<b>NET EXPENDITURE</b>	<b>43,339</b>	<b>373</b>	<b>43,712</b>	<b>43,712</b>	<b>0</b>	<b>0.0%</b>	<b>0</b>	<b>0</b>

Objective Heading	Key Reasons for Significant Projected Variances
Finance and Resources	While there are some variances projected within the service, Finance and Resources overall is forecast to break-even by the end of the financial year. Any changes to this position will be updated in future board reports.

**RENFREWSHIRE COUNCIL**  
**REVENUE BUDGET MONITORING STATEMENT 2023/24**  
**1 April 2023 to 10 November 2023**

**POLICY BOARD : FINANCE, RESOURCES & CUSTOMER SERVICES - FINANCE & RESOURCES**

Subjective Summary	Annual Budget at Period 6	Budget Adjustments	Revised Annual Budget at Period 8	Projected Outturn	Budget Variance (Adverse) or Favourable		Previous Projected Outturn Variance	Movement
	£000	£000	£000	£000	£000	%	£000	£000
Employees	34,679	57	34,736	34,741	(5)	0.0%	27	(32)
Premises Related	1,434	(91)	1,343	1,365	(22)	(1.6%)	(24)	2
Transport Related	127	0	127	111	16	12.6%	16	0
Supplies and Services	9,720	(247)	9,473	9,581	(108)	(1.1%)	(91)	(17)
Third Party Payments	1,875	0	1,875	1,853	22	1.2%	22	0
Transfer Payments	52,118	(6,851)	45,267	45,226	41	0.1%	43	(2)
Support Services	483	122	605	596	9	1.5%	16	(7)
Depreciation and Impairment Losses	0	0	0	0	0	0.0%	0	0
<b>GROSS EXPENDITURE</b>	<b>100,436</b>	<b>(7,010)</b>	<b>93,426</b>	<b>93,473</b>	<b>(47)</b>	<b>12.7%</b>	<b>9</b>	<b>(56)</b>
Income	(57,097)	7,383	(49,714)	(49,761)	47	0.1%	(9)	56
<b>NET EXPENDITURE</b>	<b>43,339</b>	<b>373</b>	<b>43,712</b>	<b>43,712</b>	<b>0</b>	<b>0.0%</b>	<b>0</b>	<b>0</b>

**RENFREWSHIRE COUNCIL**  
**REVENUE BUDGET MONITORING STATEMENT 2023/24**  
**1 April 2023 to 10 November 2023**

**POLICY BOARD : FINANCE, RESOURCES & CUSTOMER SERVICES - ENVIRONMENT, HOUSING AND INFRASTRUCTURE**

Objective Summary	Annual Budget at Period 6	Budget Adjustments	Revised Annual Budget at Period 8	Projected Outturn	Budget Variance (Adverse) or Favourable		Previous Projected Outturn Variance	Movement
	£000	£000	£000	£000	£000	%	£000	£000
Building Services	(472)	0	(472)	(472)	0	0.0%	0	0
Public Building Repairs	3,831	52	3,883	5,440	(1,557)	(40.1%)	(963)	(594)
Soft Facilities Management Services	17,356	0	17,356	18,588	(1,232)	(7.1%)	(1,196)	(36)
Property Services	145	0	145	145	0	0.0%	0	0
<b>NET EXPENDITURE</b>	<b>20,860</b>	<b>52</b>	<b>20,912</b>	<b>23,701</b>	<b>(2,789)</b>	<b>(13.3%)</b>	<b>(2,159)</b>	<b>(630)</b>

Objective Heading	Key Reasons for Significant Projected Variances
Building Services	The service is currently forecast to break even this year; however, it is recognised that costs are under considerable pressure from supply price increases. This will affect the Housing Revenue Account and Public Building Repairs as the two main recharges of Building Services costs.
Public Building Repairs	There is an anticipated overspend being forecast for the service as a result of Building Services costs being under considerable pressure from supply price increases and contractor inflation. A review of the costs and the inflationary impact has resulted in the projected overspend increasing. This position will be closely monitored through the year with mitigating actions by management where required. Any updates will be provided at future boards.
Soft Facilities Management Services	As in the previous reporting period, the service is forecasting an anticipated overspend. This is largely due to an under-recovery of income, inflationary pressure on the cost of provisions and cleaning materials, which is all partially offset by vacancies across the service. The position will be closely monitored throughout the remainder of the financial year with mitigating action being taken by Management where possible.



**RENFREWSHIRE COUNCIL**  
**REVENUE BUDGET MONITORING STATEMENT 2023/24**  
**1 April 2023 to 10 November 2023**

**POLICY BOARD : FINANCE, RESOURCES & CUSTOMER SERVICES - ENVIRONMENT, HOUSING AND INFRASTRUCTURE**

Subjective Summary	Annual Budget at Period 6	Budget Adjustments	Revised Annual Budget at Period 8	Projected Outturn	Budget Variance (Adverse) or Favourable		Previous Projected Outturn Variance	Movement
	£000	£000	£000	£000	£000	%	£000	£000
Employees	29,762	0	29,762	29,561	201	0.7%	190	11
Premises Related	3,334	52	3,386	4,259	(873)	(25.8%)	(305)	(568)
Transport Related	1,515	0	1,515	2,019	(504)	(33.3%)	(571)	67
Supplies and Services	9,868	0	9,868	14,351	(4,483)	(45.4%)	(2,637)	(1,846)
Third Party Payments	0	0	0	0	0	0.0%	0	0
Transfer Payments	123	0	123	107	16	13.0%	18	(2)
Support Services	985	0	985	969	16	1.6%	13	3
Depreciation and Impairment Losses	0	0	0	0	0	0.0%	0	0
<b>GROSS EXPENDITURE</b>	<b>45,587</b>	<b>52</b>	<b>45,639</b>	<b>51,266</b>	<b>(5,627)</b>	<b>(12.3%)</b>	<b>(3,292)</b>	<b>(2,335)</b>
Income	(24,727)	0	(24,727)	(27,565)	2,838	11.5%	1,133	1,705
<b>NET EXPENDITURE</b>	<b>20,860</b>	<b>52</b>	<b>20,912</b>	<b>23,701</b>	<b>(2,789)</b>	<b>(13.3%)</b>	<b>(2,159)</b>	<b>(630)</b>

**RENFREWSHIRE COUNCIL**  
**REVENUE BUDGET MONITORING STATEMENT 2023/24**  
**1 April 2023 to 10 November 2023**

**POLICY BOARD : FINANCE, RESOURCES & CUSTOMER SERVICES - CHIEF EXECUTIVE'S SERVICE (ESTATES)**

Subjective Summary	Annual Budget at Period 6	Budget Adjustments	Revised Annual Budget at Period 8	Projected Outturn	Budget Variance (Adverse) or Favourable		Previous Projected Outturn Variance	Movement
	£000	£000	£000	£000	£000	%	£000	£000
Employees	0	0	0	0	0	0.0%	0	0
Premises Related	1,101	0	1,101	1,101	0	0.0%	0	0
Transport Related	0	0	0	0	0	0.0%	0	0
Supplies and Services	4	0	4	4	0	0.0%	0	0
Third Party Payments	0	0	0	0	0	0.0%	0	0
Transfer Payments	66	0	66	66	0	0.0%	0	0
Support Services	0	0	0	0	0	0.0%	0	0
Depreciation and Impairment Losses	0	0	0	0	0	0.0%	0	0
<b>GROSS EXPENDITURE</b>	<b>1,171</b>	<b>0</b>	<b>1,171</b>	<b>1,171</b>	<b>0</b>	<b>0.0%</b>	<b>0</b>	<b>0</b>
Income	(1,366)	0	(1,366)	(1,366)	0	0.0%	0	0
<b>NET EXPENDITURE</b>	<b>(195)</b>	<b>0</b>	<b>(195)</b>	<b>(195)</b>	<b>0</b>	<b>0.0%</b>	<b>0</b>	<b>0</b>

Subjective Heading	Key Reasons for Significant Projected Variances
Chief Executive's Service (Estates)	No significant projected year end variances to report.

**RENFREWSHIRE COUNCIL**  
**REVENUE BUDGET MONITORING STATEMENT 2023/24**  
**1 April 2023 to 10 November 2023**

**POLICY BOARD : FINANCE, RESOURCES & CUSTOMER SERVICES - MISCELLANEOUS**

Subjective Summary	Annual Budget at Period 6	Budget Adjustments	Revised Annual Budget at Period 8	Projected Outturn	Budget Variance (Adverse) or Favourable		Previous Projected Outturn Variance	Movement
	£000	£000	£000	£000	£000	%	£000	£000
Employees	11,314	0	11,314	11,314	0	0.0%	0	0
Premises Related	5,862	0	5,862	5,862	0	0.0%	0	0
Transport Related	400	0	400	400	0	0.0%	0	0
Supplies and Services	10,047	105	10,152	10,152	0	0.0%	0	0
Third Party Payments	25	0	25	25	0	0.0%	0	0
Transfer Payments	11,513	7	11,520	10,720	800	6.9%	0	800
Support Services	(1,400)	0	(1,400)	(1,400)	0	0.0%	0	0
Depreciation and Impairment Losses	7,957	0	7,957	7,957	0	0.0%	0	0
<b>GROSS EXPENDITURE</b>	<b>45,718</b>	<b>112</b>	<b>45,830</b>	<b>45,030</b>	<b>800</b>	<b>1.7%</b>	<b>0</b>	<b>800</b>
Income	(12,835)	(1,000)	(13,835)	(13,835)	0	0.0%	0	0
<b>NET EXPENDITURE</b>	<b>32,883</b>	<b>(888)</b>	<b>31,995</b>	<b>31,195</b>	<b>800</b>	<b>2.5%</b>	<b>0</b>	<b>800</b>

Subjective Heading	Key Reasons for Significant Projected Variances
Miscellaneous Services	The forecast underspend of £0.8m relates to anticipated uptake of Council Tax Reduction for 2023/24.

RENFREWSHIRE COUNCIL  
CAPITAL INVESTMENT STRATEGY - NON-HOUSING SERVICES  
1st April to 10th November 2023  
POLICY BOARD: FINANCE, RESOURCES & CUSTOMER SERVICES

Project Title	Prior Years Expenditure to 31/03/2023  £000	Current Year 2023-24						Full Programme - All years					
		Budget at P6 2023-24  £000	Budget Adjustments 2023-24  £000	Revised Budget 2023-24  £000	Projected Outturn 2023-24  £000	Budget Variance (Adverse) or Favourable		Total Approved Budget to 31-Mar-27 £000	Projected Outturn to 31-Mar-27 £000	Budget Variance (Adverse) or Favourable			
<b>CORPORATE PROJECTS</b>													
ICT Infrastructure Maintenance & Renewal Programme	0	1,916	0	1,916	1,916	0	0%	3,516	3,516	0	0%		
Strategic Asset Management Fund	0	0	0	0	0	0	0%	0	0	0	0%		
Energy Efficiency Programme	0	66	0	66	66	0	0%	66	66	0	0%		
Lifecycle Capital Maintenance (LCM) Fund	0	5,690	(897)	4,793	4,793	0	0%	14,179	14,179	0	0%		
Artificial Pitch Upgrades	741	1,059	0	1,059	1,059	0	0%	1,800	1,800	0	0%		
Digital Infrastructure Provision	1,904	32	0	32	32	0	0%	1,936	1,936	0	0%		
Community Empowerment Fund	399	552	0	552	552	0	0%	951	951	0	0%		
Greenspaces and Parks	1,223	0	0	0	0	0	0%	1,224	1,224	0	0%		
Villages Improvement Fund	53	297	0	297	297	0	0%	550	550	0	0%		
Retail Improvement Fund	23	127	0	127	127	0	0%	150	150	0	0%		
<b>TOTAL FINANCE, RESOURCES &amp; CUSTOMER SERVICES BOARD</b>	<b>4,343</b>	<b>9,739</b>	<b>(897)</b>	<b>8,842</b>	<b>8,842</b>	<b>0</b>	<b>0%</b>	<b>24,372</b>	<b>24,372</b>	<b>0</b>	<b>0%</b>		

\*Rolling programmes have a prior year year expenditure of £0 as the expenditure is not directly linked from one year to the next as a singular project.