

Item: 5

Investments Sub-committee: 26 November 2020.

Revenue Expenditure Monitoring.

Report by Head of Finance.

1. Purpose of Report

To advise of the revenue position as at 30 September 2020 across each of the service areas for which the Sub-committee is responsible.

2. Recommendations

The Sub-committee is invited to note:

2.1.

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 September 2020, attached as Annex 1 to this report, indicating a budget surplus position of £21,349,100.

2.2.

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 September 2020, attached as Annex 2 to this report.

The Sub-committee is invited to scrutinise:

2.3.

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 action is being taken with regard to significant budget variances.

3. Background

3.1.

On 3 March 2020, the Council set its overall revenue budget for financial year 2020/21. On 11 June 2020, the Council received the detailed revenue budgets which form the basis of the individual revenue expenditure monitoring reports.

3.2.

Individual revenue expenditure 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.

3.3.

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.

3.4.

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).

3.5.

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.

3.6.

The details have been provided following consultation with the relevant Executive Directors and their staff.

3.7.

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.

4. Financial Summary

4.1.

The financial summary for the period 1 April to 30 September 2020 is attached as Annex 1 to this report.

4.2.

The details by Service Area statement is attached as Annex 2 to this report.

4.3.

The Budget Action Plan, attached as Annex 3 to this report, provides an explanation and proposed corrective action for each of the Priority Actions identified.

5. Corporate Governance

This report relates to the Council complying with its governance and financial processes and procedures and therefore does not directly support and contribute to improved outcomes for communities as outlined in the Council Plan and the Local Outcomes Improvement Plan.

6. Financial Implications

6.1.

The Financial Regulations state that service directors are able to incur expenditure within an approved revenue budget. Such expenditure must be in accordance with the Council's policies or objectives subject to compliance with these Financial Regulations and approved schemes of delegation.

6.2.

Additional expenditure requirements identified during the financial year can only be approved by means of a spending recommendation to the Policy and Resources Committee, subject to the use of emergency powers.

7. Legal Aspects

Regular financial monitoring and reporting help the Council meet its statutory obligation to secure best value.

8. Contact Officer

Gareth Waterson, Head of Finance, Email gareth.waterson@orkney.gov.uk.

9. Annexes

Annex 1: Financial summary.

Annex 2: Financial details by service area.

Annex 3: Budget Action Plan.

Annex 1: Financial Summary

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

Service Area	Spend £000	Budget £000	Over/(Under) £000	Spend %	Annual Budget £000
Strategic Reserve Fund	(20,329.5)	1,019.6	(21,349.1)	N/A	(1,115.6)
Service Totals	(20,329.5)	1,019.6	(21,349.1)	N/A	(1,115.6)

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

Service Area	No. of PAs		Service Functions	PAs/ Function
	P05	P06		
Strategic Reserve Fund	3	3	11	27%
Totals	3	3	11	27%

Annex 2: Financial Detail by Service Area

The following tables show the spending position by service function

Strategic Reserve Fund	PA	Spend £000	Budget £000	Over/(Under) £000	Spend %	Annual Budget £000
Investment Activities	1B	(25,933.1)	(5,253.3)	(20,679.8)	493.7	(12,738.2)
Investment Properties	1B	(471.6)	(416.5)	(55.1)	113.2	(700.0)
Local Investments	1B	(142.2)	464.2	(606.4)	N/A	860.6
Conservation Fund		0.0	1.5	(1.5)	0.0	0.0
Travel Fund		0.0	0.7	(0.7)	0.0	0.0
Talented Performers Fund		0.0	0.5	(0.5)	0.0	0.0
Talented Young Persons Fund		0.1	0.2	(0.1)	55.0	0.0
Orkney Memorial Fund		4.9	5.1	(0.2)	95.9	31.4
Renewable Energy Investment Fund		(104.8)	(100.0)	(4.8)	104.8	(200.0)
Movement in Reserves		6,317.2	6,317.2	0.0	100.0	11,511.6
Finance & Capital Charges		0.0	0.0	0.0	0.0	119.0
Service Total		(20,329.5)	1,019.6	(21,349.1)	N/A	(1,115.6)

Annex 3: Budget Action Plan

Strategic Reserve Fund

Function	Function Description/ Explanation	Action Category/ Action Description	Responsible Officer	Deadline	Status
R55C	<p>Investment Activities</p> <p>More than anticipated income by £20,679.8K</p> <p>Unrealised gains on the Strategic Reserve Fund portfolios are ahead of target for the year to date.</p>	<p>Monitor the situation</p> <p>No action required. Investments are subject to market fluctuations.</p>	Gareth Waterson	31/03/2021	Ongoing
R55D	<p>Investment Properties</p> <p>Less than anticipated expenditure by £55.1K</p> <p>Underspend is mainly against Property Costs, the former abattoir building having the biggest Property Costs variance of approximately £39K.</p>	<p>Monitor the situation</p> <p>Situation being monitored and any corrective action that is required will be taken.</p>	Hayley Green	31/12/2020	New
R55F	<p>Local Investments</p> <p>More than anticipated income by £606.4K</p> <p>Increased income due to unbudgeted receipt of dividend from Orkney Towage Company Limited.</p>	<p>Monitor the situation</p> <p>There has been a dividend payment from Orkney Towage Company Limited of £571,000. Plus, invoices for works not processed (submission to OIC) so these delays show a temporary underspend.</p>	Gareth Waterson	31/12/2020	Ongoing