APPENDIX 1

								APPENDIX 1
MONTHLY REVENUE MANAGEMENT SCOTTISH BORDERS COUNCIL SUMMARY	REPORT 2015/16		AT END OF MO	ONTH:	Jun-15			Scottish Borders
	Base Budget (£'000)	Actual to Date (£'000)	Revised Budget (£'000)	Projected Outturn (£'000)	Outturn Variance (£'000)	Proposed Virement (£'000)	Projected (over)/under spend	Summary Financial Commentary
Chief Executive	27,291	13,779	29,626	29,497	129	(129)		Chief Executive's is currently projecting a balanced position following action to address a pressure of £70k attributable to an under-recovery against budget from recharges to the non-General Fund Pensions and Loans Funds. A review of these recharges is being undertaken within Finance.
People	167,333	45,892	169,102	169,860	(719)	451	(307)	Pressures currently identified in Out of Authority children's placements of over £800k are being managed within the Service to deliver a position in line with budget. A range of pressures in Older People residential care and People with Physical Disabilities packages of care continue to arise as a result of levels of demand currently being £562k above budget with action plans in place within the department to address this. Additionally there are also pressures emerging of an estimated £307k as a result in changes to legislation and changes in the provider market for care services which are being funded from a drawdown of inallocated reservices.
Place	36,145	11,369	36,847	36,975	(128)	128		A highly competitive trading market is adversely impacting profit margin within SBc Contracts resulting in a considerable reduction in return of contribution to the general fund. This is currently being offset by savings in Property & Facilities Management and planned remedial actions. Additionally, further remedial savings within Neighbourhoods are required in order to deliver a projected breakeven position.
Loan Charges	20,710	0	20,710	19,028	1,682	(1,682)	0	Projected saving due to favourable interest rates being used to fund a contribution to the Treasury Reserve (£1.0m) ER/VS teacher applications (£418k), contribution to SBc Contract profit margin pressure (£144k) and unachievable Financial Plan saving in Community Services (£120k) due to delay in implementation of Culture Trust.
Other	3,089	4,405	4,541	10,563	(6,022)	6,022	0	Additional RSG funding for Council Tax Reduction Scheme (£5.539m) and Discretionary Housing Payments (£65k). Projected pressure on ER/VS scheme in 2015/16 based on approved/anticipated applications (£418k).
Total	254,568	75,445	260,826	265,923	(5,058)	4,790	(307)	
Financed by:			1 1					1
Revenue Support Grant	(168,472)	(43,895)	(168,796)	(174,586)	5,790	(5,790)	0	Additional RSG for Council Tax Reduction Scheme (£5.539m), Discretionary Housing Payments (£65k), the Development of the Young Workforce (£165k) and Curriculum for Excellence (£21k).
Non-Domestic Rates	(34,849)	(8,268)	(34,849)	(34,849)	0	0	0	Excellence (ZZIK).
Council Tax Reserves:	(51,602)	(16,693)	(51,602)	(51,602)	0	0	0	
Earmarked Balances from 2014/15 Earmarked Balances for future years	860	0	(5,840) 860	(5,840) 1,860	0 (1,000)	1,000	0	Increase to the Treasury Reserve £1.0m
Transfers to\from Reserves	(508)	0	(599)	(906)	307	0	307	Drawdown of reserves to fund pressures in Adult Services from changes in legislation and changes in the provider market for care services.
	(254,571)	(68,856)	(260,826)	(265,923)	5,097	(4,790)	307	

# MONTHLY REVENUE MANAGEMENT REPORT SCOTTISH BORDERS COUNCIL 2015/16 CHIEF EXECUTIVE



CHIEF EXECUTIVE								C O U N C I I
Chief Executive	Base Budget (£'000)	Actual to Date (£'000)	Revised Budget (£'000)	Projected Outturn (£'000)	Outturn Variance (£'000)	Proposed Virement (£'000)	Projected (over)/under spend	Summary Financial Commentary
Chief Executive	421	150		429	0	0	0	
Executive Support	370	98	424	374	50	(50)	0	Transfer of budget to Place and People (£84k), and from Strategic Policy Unit £34k, as consequence of Corporate Management Support restructure
Public Health								
Gross Expenditure	0	2	63	63	0	0	0	
Income	0	(59)	(63)	(63)	0	0	0	
	0	(57)	0	0	0	0	0	
Church and O Balling								
Strategy & Policy Strategic Policy Unit	1,041	209	1,123	1,089	34	(34)	0	Staff transfer to Executive Support (£34k) as a result of Corporate Management Support
			-/	_,,,,,		(4.)		restructure wef 1/6/15.
Economic Development	1,566	535	2,003	2,003	0	0	0	
zeonomie bevelopment	1,500	333	2,003	2,003	· ·		0	
Housing Strategy & Services	3,334	1,279	4,381	4,381	0	0	0	
Adia O. Diele	472	02	472	40.4	60	(60)	0	Tourselow of French body of (CCOL) to offer hand and Harris Brook Admin Tanana with
Audit & Risk	473	92	473	404	69	(69)	U	Transfer of Fraud budget (£69k) to offset reduced Housing Benefit Admin Income withi Place
Sub-total Strategy & Policy	6,414	2,115	7,980	7,877	103	(103)	0	
Sub-total Strategy & Folicy	0,414	2,113	7,500	7,077	103	(103)	•	
Finance	3,357	692	3,646	3,548	98	(98)	0	Staff transfers to SB cares (£98k)
<b>Human Resources</b> HR	1,399	283	1,398	1,398	0	0	0	
	1,333	203	1,550	1,550	· ·	ŭ	Ü	
HRSS	762	180	785	785	0	0	0	
Sub-total Human Resources	2,161	5,410	2,183	2,183	0	0	0	
Sub-total Hullian Resources	2,101	3,410	2,103	2,103		U	U	
Business Transformation								
Transformation	777	234	864	826	38	(38)	0	Staff turnover savings(£38k) contributing towards Culture Trust pressure.
Information Technology	5,047	1,877	5,406	5,430	(24)	24	n	Budget transfer from People for Assistant Systems Admin post (£24k)
om realitology	3,047	1,0//	3,700	J,⊤30	(27)	27		paaget dansel from Feople for Assistant Systems Aurilli post (ZZTK)
Community Services	4,622	1,083	4,612	4,748	(136)	136	0	Balance of unachievable Financial Plan saving due to delayed implementation of Culture
								Trust (£120k) to be met from savings in Loans Charges and (£38k) from Transformatic Transfer of 4 community wings to People (£22k)

# MONTHLY REVENUE MANAGEMENT REPORT SCOTTISH BORDERS COUNCIL 2015/16 CHIFF EXECUTIVE

AT END OF MONTH: Jun-15



CHIEF EXECUTIVE								COUNCIL
Chief Executive	Base Budget	Actual to Date	Revised Budget	Projected Outturn	Outturn Variance	Proposed Virement	Projected (over)/under	Summary Financial Commentary
Giller Exceptive	(£'000)	(£'000)	(£'000)	(£'000)	(£'000)	(£'000)	spend	Summary I mandar commencery
Health & Safety	393	81	393	393	0	0	0	
Emergency Planning	159	34	159	159	0	0	0	
Communications	506	155	506	506	0	0	0	
Democratic Services	1,452	476	1,358	1,358	0	0	0	
						_		
Sports Trusts	2,313	1,431	2,367	2,367	0	0	0	
Sub-total Business Transformation	15,269	5,371	15,665	15,787	(122)	122	0	
			-	-				
Recharge to Non-General Fund	(701)	0	(701)	(701)	0	0	0	Income pressure of £70k due to reduced level of recharges to funds (e.g. Pension, Loans,
								Common Good) being lower than budget assumption is being addressed through a review of these recharges is being undertaken within Finance.
Total - Chief Executive	27,291	13,779	29,626	29,497	129	(129)	0	
Total - Ciliei Executive	27,291	13,779	29,020	29,497			U	
					ney mi	ghlights		

Corporate Management Support re-structure from 1 June reflected in the virements above.

### Key Challenges

The delayed implementation of the Salary Sacrifice Scheme may make achieving the related savings of £60k challenging. Achieving staff turnover budgets continues to be a challenge for some services.

### Key Risks

### MONTHLY REVENUE MANAGEMENT REPORT SCOTTISH BORDERS COUNCIL 2015/16



PEOPLE								COUNCIL
People	Base Budget (£'000)	Actual to Date (£'000)	Revised Budget (£'000)	Projected Outturn (£'000)	Outturn Variance (£'000)	Proposed Virement (£'000)	Projected (over)/under spend	Summary Financial Commentary
Children & Young People	(2 000)	(E UUU)	(E UUU)	12 000)	(2000)	12 0001	spend	
Early Years	6,904	1,419	6,952	6,952	0	0	0	Roll-out of additional early year provision ongoing.
Primary Schools	31,687	8,830	32,208	32,215	(7)	7	0	Budget transferred to cover pressure in Central Schools relating to software licensing £15k. The commencement of the new academic year will allow final teacher numbers and budget to be confirmed in August 2015. Transfer of 4 community wings from Chief Executive £22k.
Secondary Schools	39,856	11,455	40,679	40,779	(100)	100	0	Allocation of additional funding from Scottish Government to support the development of the young workforce £90k. Budget transferred to cover pressure in Central Schools relating to software licensing (£12k). Budget devolved from Central Schools to support Raising Attainment £22k. The commencement of the new academic year will allow final teacher numbers and budget to be confirmed in August 2015.
Central Schools	3,849	933	4,687	4,788	(101)	101	0	Allocation of additional funding from Scottish Government for Curriculum for Excellence £21k and to support the development of the young workforce £75k. Budget transferred from Primary and Secondary schools to cover pressure relating to software licensing (£27k). Budget devolved to Secondary Schools to support Raising Attainment £22k.
Transportation	3,352	560	3,476	3,476	0	0	0	
School Meals	2,161	765	2,172	2,172	0	0	0	
Community Learning & Development	1,068	260	1,083	1,083	0	0	0	
Integrated Children's Services (ICS)	26,095	10,134	26,093	26,093	0	0	0	An identified out of authority placement pressure in excess of £800k within ICS as a result of an increased number of placements is being managed within the Service.
Sub-total Children & Young People	114,972	34,356	117,350	117,558	(208)	208	0	
Chief Social Work Officer Services in the Criminal Justice System Gross Expenditure Income	1,228 (1,228)	297 28	1,275 (1,275)	1,228 (1,228)	47 (47)	0	47 (47)	
	0	325	0	0	0	0	0	
Adult Services Older People	24,191	5,011	24,652	24,558	94	(70)	24	Pressures attributable to additional beds and homecare hours being commissioned above budget offset by demographic investment within 'Other'. This budget will be realigned from Mth 4. Pressure as a result of the continued demand for residential and home care above the levels provided for by the budget being managed through an action plan. Pressures as a result of as a result in changes to legislation and changes in the provider market for care services are being funded from a drawdown of unallocated reserves (£307k). Transfer of budget to IT to fund Systems Administrator (£24k).
Adults with Learning Disabilities (AWLD)	14,508	3,155	14,423	14,426	(3)	3	0	
People with Physical Disabilities (PWPD)	3,250	920	3,142	3,317	(175)	(54)	(229)	Continued pressure within Community Based services due to demand/need, although reduced by 1 client from previously reported position, resulting in £66k reduction in outturn position.
People with Mental Health Needs	2,241	482	2,190	2,295	(105)	50	(55)	Increased demand for a number of services due to higher than budgeted client numbers.
	<u> </u>				l	l		

### MONTHLY REVENUE MANAGEMENT REPORT SCOTTISH BORDERS COUNCIL 2015/16 PEOPLE



I LOI LL								
	Base	Actual to	Revised	Projected	Outturn	Proposed	Projected	
People	Budget	Date	Budget	Outturn	Variance	Virement	(over)/under	Summary Financial Commentary
	(£'000)	(£'000)	(£'000)	(£'000)	(£'000)	(£'000)	spend	
Generic Services & Staff Teams	4,575	1,036	4,427	4,749	(322)	275	(47)	Savings targets allocated to locality teams now on track, offset by increased SDS client
								numbers and a small number of miscellaneous pressures across a range of pressures. £228k
								virement to fund costs of SB Cares Management Team/Finance & support.
Contribution from SB Cares	(480)	(187)	(480)	(480)	0	0	0	
Adult Services	48,285	10,417	48,354	48,865	(511)	204	(307)	
Business Support	4,076	794	3,398	3,437	0	39	0	Transfer of budget from Chief Executive £39k as consequence of Corporate Management
Вазитеза варроте	1,070	,,,	3,330	5,157		33	-	Support restructure
								Substitution of the substi
Total - People	167,333	45,892	169,102	169,860	(719)	451	(307)	

AT END OF MONTH: Jun-15

#### Key Highlights

Roll-out of Early Years provision to all 3 & 4 year olds and eligible 2 year olds.

Delivery of Children & Young People, Business Support and Adult Services Transformation Programs & associated savings largely on track.

In-year Adult Services remedial action plan to cover pressures of £562k on which above position is predicated is now starting to deliver projected savings. Additional pressures of £307k as a result of changes in legislation and changes in the provider market for care services are being funded from reserves.

### Key Challenges

Children & Young People have still to fully identify permanent delivery of 2015/16 Transformation savings.

Funding the pressure from within Children & Young People of increasing numbers of Out of Area Placements.

Containing the costs of providing care to Adults will remain a challenge during 2015/16, in addition to delivering existing transformation and financial plan savings, remedial in-year plans already formed and bringing forward additional options to fund the residual reported pressure above. Additionally, there are a number of significant other pressures emerging (see below) which may further adversely increase the position above as they materialise during the year.

#### Key Risks

Maintaining teacher numbers to avoid risks to overall Council Funding.

Permanently identifying transformation savings given restrictions on reducing teacher numbers.

Within Adult Services, there are a number of significant potential pressures emerging during 2015/16. These relate to legislative changes (such as pension auto-enrolement, statutory sick pay and VAT) which are directly impacting on the costs of Self-Directed Support and further potential legislative direction over the waiving of charging where care or respite supports the benefit of carers. Such impacts are unknown at this precise time.

### MONTHLY REVENUE MANAGEMENT REPORT SCOTTISH BORDERS COUNCIL 2015/16



PLACE								COUNCIL
Place	Base Budget (£'000)	Actual to Date (£'000)	Revised Budget (£'000)	Projected Outturn (£'000)	Outturn Variance (£'000)	Proposed Virement (£'000)	Projected (over)/under spend	Summary Financial Commentary
Commercial Services Infrastructure Asset Management	2,121	688	2,288	2,334	(46)	46	0	Higher than anticipated unit price of electricity and fixed charges (£88k), partially offset by vacancy savings £42k.
Pay Parking	0	(4)	80	80	0	0	0	
Fleet Management	(215)	493	(226)	(226)	0	0	0	
Passenger Transport	2,190	336	2,183	2,246	(63)	63		(56k) additional costs associated with Gala Transport Interchange and (10k) reduction in minibus income, partially offset by 3k vacancy savings
Design Services	100	34	87	87	0	0	0	
Projects	121	(3)	201	170	31	(31)	0	Vacancy savings
Trading Contribution	(652)	1,650	(652)	(315)	(337)	337		Highly competitive market adversely impacting profit margin. £144k met from saving in Loan Charges
Property & Facilities Management	3,760	1,279	3,703	3,385	318	(318)		£262k additional net income associated with full year impact of asymmetric week and universal free school meals within Catering. £43k vacancy savings and £13k additional income.
Sub-total Commercial Services	7,425	4,473	7,664	7,761	(97)	97	0	
Neighbourhood Services Customer Services	1,476	381	1,626	1,695	(69)	69	0	Transfer from Audit and Risk of (£69k) to offset reduced Housing Benefit Admin Income.
Waste	9,396	913	8,942	8,942	0	0	0	
Safer Communities	390	(146)	452	452	0	0	0	
Neighbourhoods	12,093	5,410	12,265	12,313	(48)	48	0	Additional materials & third party costs
Sub-total Neighbourhood Services	23,355	6,558	23,285	23,402	(117)	117	0	

## MONTHLY REVENUE MANAGEMENT REPORT SCOTTISH BORDERS COUNCIL 2015/16 PLACE

### AT END OF MONTH: Jun-15



ILACL								
	Base	Actual to	Revised	Projected	Outturn	Proposed	Projected	
Place	Budget (£'000)	Date (£'000)	Budget (£'000)	Outturn (£'000)	Variance (£'000)	Virement (£'000)	(over)/under spend	Summary Financial Commentary
Regulatory Services	(£ 000)	(£ 000)	(2 000)	(£ 000)	(£ 000)	(2000)	Spellu	
Assessor & Electoral Registration Officer	681	148	740	740	0	0	0	
Legal Services	536	163	710	710	0	0	0	
Planning	720	(589)	1,905	1,905	0	0	0	
Danishama Candana	1 276	222	1 265	1 264		(1)	0	Deduced Character and a surround thouse
Regulatory Services	1,276	322	1,265	1,264	1	(1)	U	Reduced Stray dog expenditure
Built & Natural Heritage	852	0	0	0	0	0	0	
		·		·		_		
Sub-total Regulatory Services	4,065	44	4,620	4,619	1	(1)	0	
Business Support	1,300	294	1,278	1,193	85	(85)		(£108k) Chief Officer transfer to SB Cares, (£22k) support staff transfer to SB Cares & £45k
								from Chief Executive as a consequence of Corporate Management Support restructure
Total - Place	36,145	11,369	36,847	36,975	, ,		0	
					17 11:	arla II arla 4 a		

### **Key Highlights**

The ongoing difficult external construction market, is impacting the margins on SBcContracts work and this has lead to a significant reduction in this year's surplus projection.

The full year effect of the provision of Free School Meals with Property and Facilities Management has resulted in additional net income

The budget assumed zero electricity inflation initial indication are that unit costs have increased by 4% for Street Lighting.

As per the report that was taken to Council on 25th Of June the reduced departure charge for the Gala Transport Interchange has created an additional pressure of £56k

### **Key Challenges**

Permanently achieving Passenger Transport Review Savings of £270k, reflected in the 2014-15 Financial Plan remains a challenge. A Business Support review is underway and is targeted to achieve a permanent saving of £150k

### Key Risks

Key risk for potential future in year pressures are centred on effectively controlling Neighbourhood services expenditure on overtime and materials in line with available budgets. Mid-July, remedial actions to a value totalling £350k require to be implemented in order to ensure the projected breakeven position reported above for this service will be achieved.

Provision for tankering concentrated levels of leachate at the Easter Langlee landfill site have been made. Actual tankering levels may change however depending on concentration levels and the weather however.

Winter activity levels assumed are based on long-term historical averages, if weather conditions are worse than average this could again pose a financial risk to Neighbourhoods in 2015/16 later in the year.

The Planning service is highly dependent on fee income to achieve their budget target although the current projection realistically reflects what is achievable.

MONTHLY REVENUE MANAGEMENT	KEPOKI
SCOTTISH BORDERS COUNCIL	2015/1
OTHED	



OTHER			AI LIID O		Jul. 15			C O U N C I L
Other	Base Budget (£'000)	Actual to Date (£'000)	Revised Budget (£'000)	Projected Outturn (£'000)	Outturn Variance (£'000)	Proposed Virement (£'000)	Projected (over)/under spend	Summary Financial Commentary
Corporate Transformation								
Transformation (Projects)	(322)	72	680	680	0	0	0	
Sub-total Corporate Transformation	(322)	72	680	680	0	0	0	
	(0.1.)							
Early Retirement/Voluntary Severance	418	200	918	1,336	(418)	418	0	Projected pressure based on current/anticipated demand on ER/VS scheme.
Fairer Scotland	223	0	13	13	0	0	0	
Loan Charges	20,710	0	20,750	19,068	1,682	(1,682)	0	Projected saving due to favourable interest rates being used to fund an earmarked balance into the established Treasury Reserve (£1.0m), pressure within the ER/VS budget (£418k),
								remaining pressure resulting from the delay in the Culture Trust implementation (£120k) and the contribution towards the pressure in SBc Contracts (£144k).
								the contribution towards the pressure in SBC Contracts (£144k).
Capital Financed from Current Revenue (CFCR)	0	0	(40)	(40)	0	0	0	
Interest on Revenue Balances IORB	(10)	0	(10)	(10)	0	0	0	
					•			
Contribution to Property Maintenance	2,253	0	2,253	2,253	0	0	0	
Provision for Bad Debts	125	0	125	125	0	0	0	
Housing Benefits								
Gross Expenditure	29,910	7,356	29,910	29,910	0	0	0	
Income	(29,317)	(7,996)	(29,317)	(29,317)	0	0	0	
	593	(640)	593	593	0	0	0	
Discretionary Housing Payments	58	140	153	218	(65)	65	0	Addional funding through RSG
Council Tax Reduction Scheme	316	5,410	349	5,888	(5,539)	5,539	0	Addional funding through RSG
Non Domestic rates Relief	150	122	150	150	0	0	О	

# MONTHLY REVENUE MANAGEMENT REPORT SCOTTISH BORDERS COUNCIL 2015/16 OTHER

AT END OF MONTH: Jun-15



OTTIER								
	Base	Actual to	Revised	Projected	Outturn	Proposed	Projected	
Other	Budget	Date	Budget	Outturn	Variance	Virement	(over)/under	Summary Financial Commentary
	(£'000)	(£'000)	(£'000)	(£'000)	(£'000)	(£'000)	spend	
Commercial Rents	(1,187)	(972)	(1,187)	(1,187)	0	0	0	
Scottish Welfare Fund	472	73	504	504	0	0	o	
- · · · · · · · ·		4 40=	25.254	20 504	(4.546)	4 5 4 5	_	
Total - Other	23,799	4,405	25,251	29,591	(4,340)	4,340	0	
					Key Hig	hliahts		

Fairer Scotland funding with effect from 2016/17 is currently under review.

Further increased investment in ERVS budget from 2014/15 balances to enable full funding of the 38 teacher applications approved by Council on 21st May 2015.

Increase in the Treasury Reserve by £1.0m earmarked balance.

### Key Challenges

Loan charges are dependant on progress with capital plan and borrowing required throughout the year.

### Key Risks

				NTHLY REVENUE MANAGEMENT REPORT
PERFORMANCE INDICATOR INFORMAT	ION		2015/16	AT END OF: Jun-15
				st Driver Performance Analysis - Chief Executive
	Month	Month	Month	Narrative
	Jun-14	May-15	Jun-15	
1 No of Homelessness Properties	104	165	165	
2 No of homelessness presentations	67	36	81	
3 No in B&B	3	1	2	
4 Vacant lets (Heart of Hawick)	22%	20%	20%	
•	•		•	
				Cost Driver Performance Analysis - People
	Month	Month	Month	Narrative
	Jun-14	May-15	Jun-15	
Schools				
1 Transportation (proj % of budget)	100%	100%	100%	
2 Unitary Charge (proj % of budget)	100%	100%	100%	
3 Staff Turnover (% of target)	100%	100%	100%	
DULT SERVICES	Baseline @ March 15	Month	Month	
	Warch 15	May-15	June-15	
4 Homecare Hours		n/a		
5 External: Internal homecare hours		n/a		
6 Residential: Elderly Beds (excl respite beds, and		n/a		
Intermediate care)		n/a		
CS	Baseline @	Month	Month	
	March 15	May-15	June-15	
7 Out of Authority Placements	49	56	56	
8 Foster Care	89	91	91	
9 Kinship Care	48	43	51	
10 Secure Placements	0		1	

			MOM
PERFORMANCE INDICATOR INFORM	ATION		2015/16
		<del> </del>	
	Month	Month	Month
	Jun-14	May-15	Jun-15
Commercial Services			
1 Contracts Won (by value £k)	1,259		97
2 PT Fares Income (£k)	168	186	171
3 FM Dayworks costs (£k)	113	66	98
4 Fuel Price (Derv ppl)	108	95	94
5 Primary school meal uptake per day	44%	56%	56%
6 Secondary school income per day	£4,840	£4,607	£4,874
Neighbourhood Services			
7 Roads Expenditure Committed	233	250	242
8 Salt Stock (t)	13,020	10,374	12,658
9 Recyclate Tonnage	1,841	1462	2093
10 Landfill Tonnage (MSW)	3,665	3300	3492
	•		-
			Key Cos
	Month	Month	Month
Other	Jun-14	May-15	Jun-15
1 Current live procurement contracts	36		35
<del>-  </del>	1.00	44.78	44.78
2 ER/VS approved (FTE)		0.00	2.00
2 ER/VS approved (FTE) 3 Compulsory redundancies approved (FTE)	0.00	0.00	
	0.00 165		121
3 Compulsory redundancies approved (FTE)		139	
Compulsory redundancies approved (FTE)     Number of new HB Claimants	165	139	121