

**REPORT TO SCRUTINY AND AUDIT COMMITTEE - 1 JULY 2016
FINANCIAL YEAR END POSITION 2015/16**

1 Recommendations

The Council is recommended to:

- 1.1 Consider the unaudited Annual Accounts 2015/16 for Aberdeenshire Council and its Charitable Trusts;**
- 1.2 Note the revenue budget monitoring position at 31 March, 2016;**
- 1.3 Note the balances of the General Fund, HRA and other Statutory and Usable Reserves as set out in Appendix 5.**

2 Unaudited Annual Accounts 2015/16

- 2.1 Aberdeenshire Council has a statutory responsibility to prepare its Annual Accounts by 30 June, following the 31 March financial year end. The Annual Accounts comply with the Code of Practice on Local Authority Accounting in the United Kingdom (the Code). The accounts of the Charitable Trusts comply with the Charities' Statement of Recommended Practice (FRS 102).
- 2.2 In terms of the Local Authority Accounts (Scotland) Regulations 2014, the Council or a Committee with audit responsibilities must meet to consider the unaudited Annual Accounts as submitted to the auditor no later than 31 August. The Annual Accounts will also be considered by Scrutiny and Audit Committee on 1 July 2016.
- 2.3 The Annual Accounts is a complex document, which complies fully with Accounting Standards, but this does not always lead to ease of interpretation. There have been a number of minor changes to the Code for 2015/16. The main change that affects the Council's accounts is in relation to the valuation of Investment Properties. This has resulted in the inclusion of a new Accounting Policy (1.7) and additional disclosures in the notes on Investment Properties (note 16) and Financial Instruments (note 22).
- 2.4 The document is designed to be read online, but printed copies have been made available in Group Rooms rather than being distributed to all Councillors. The unaudited Annual Accounts of the Council and its Charitable Trusts are available on the Council's website:
[\(http://www.aberdeenshire.gov.uk/council-and-democracy/about-us/annual-accounts/\)](http://www.aberdeenshire.gov.uk/council-and-democracy/about-us/annual-accounts/).
- 2.5 A summary of the main financial results is considered later in this report within section 3.

- 2.6 Councillors are asked to consider the Annual Accounts 2015/16 for Aberdeenshire Council and its Charitable Trusts. Councillors will recall that an exercise has been undertaken to reorganise the Charitable Trusts. This has reduced the number of Charitable Trust accounts from thirteen to five.
- 2.7 The Annual Governance Statement provides assurance on the governance of Aberdeenshire Council's affairs and the stewardship of the resources at its disposal. The Statement confirms that reasonable assurance can be placed on the effectiveness of the Council's control systems. However, the Chief Internal Auditor has again highlighted some significant concerns relating to compliance with Council policies and procedures, in particular with delays in the implementation of Internal Audit recommendations. In response to this, Strategic Leadership Team and Service Management teams have re focused attention on the importance of commenting on the Internal Audit Plan, agreeing appropriate recommendations and setting achievable deadlines for actions. The Chief Executive has also reiterated these points of assurance to the Scrutiny and Audit Committee.
- 2.8 The Monitoring Officer within Business Services has been consulted and her comments incorporated into this report.

3 Revenue Budget Monitoring to 31 March 2016

- 3.1 In 2015/16 the Council budgeted to spend £550.222 million. Actual expenditure was £542.768 million, or £7.454 million lower than anticipated. Income was budgeted at £538.199 million. Actual income was £537.984 million, or £0.215 million lower than anticipated, so the Council was within budget by £7.239 million (1.3%).
- 3.2 The financial position is shown in more detail in **Appendices 1 – 5** and full details are available to Councillors on the Ward Pages.
- 3.3 At the start of the financial year, the working balance was £22.062 million. The closing working balance is £17.279 million, or £7.279 million more than the prudent minimum working balance of £10 million. Of this, £6.085 million is to be earmarked within the reserves as agreed at Full Council on 11 February 2016, leaving a balance of £1.194 million.
- 3.4 Of the remaining £1.194 million, requests have been submitted to carry forward £0.960 under the scheme of end year flexibility. These requests were submitted to Aberdeenshire Council on 30 June 2016. Details can be found later in this report under section 4. This figure is subject to audit and may change in the light of external audit work and will therefore be treated as provisional at this time.

3.5 A summary of the position at 31 March 2016 is presented below.

	£ 000's
Net Service Expenditure Within Budget	(7,454)
Decrease in Income Recovered	<u>215</u>
Actual Within Budget	<u>(7,239)</u>
Opening Working Balance at 1 April 2015	(22,062)
Use of Balances	<u>4,783</u>
Closing Working Balance at 31 March 2016	<u>(17,279)</u>

3.6 The Council generated surpluses through budget management across all services, reduced fuel and energy costs, delays in planned work programmes, additional income being generated and additional grants received. Budget holders have taken on board the various financial and procedural tools available to improve budget management: end year flexibility, reserve strategy, multi year budgets, virements and the financial regulations. This has resulted in a positive outturn that reflects sound financial management across all Council Services and will continue to offer some protection against the uncertainty surrounding future years' financial pressures.

3.7 Within the overall position, variances from budgets have been identified. A significant element of these had been forecast to be within budget for some time and have been reported to Committee during the year. Full details of the variances from budgets and the movements between January and March are given in **Appendix 3**.

3.8 The Council operates a number of statutory and other Funds. Various transfers have been approved during the year, and these are shown in **Appendix 5**, along with the opening and closing balances on each Fund. Transfers have to be considered in the context of the usable reserves strategy that was approved by Policy and Resources Committee at its meeting on 19 April 2012. The strategy was later amended by the Council in June 2013 to allow the maximum Roads Fund balance to be increased to £1.5 million.

3.9 The Winter Maintenance and Other Emergencies budget has overspent by £504,000, and Buildings Repairs and Maintenance has overspent by £87,000, mainly as a result of Storm Frank. It is proposed that these overspends are funded by transfers from the Winter Maintenance and Other Emergencies Fund and Buildings Repairs and Maintenance Fund respectively, and these are included within the virements at **Appendix 4**.

3.10 Roads Maintenance expenditure is within budget by £437,000 largely as a result of delays in projects as a result of resources being redirected to focus on the work required after Storm Frank. The Fund balance is already at its approved maximum level and it is proposed that this balance remains within the General Fund. This position has already been anticipated in the overall surplus of £7.239 million.

- 3.11 There are a number of virements that Council were asked to approve, and these are shown in **Appendix 4**.
- 3.12 The usable reserve strategy indicates that after considering the requests under the scheme of end year flexibility the approach to allocating any residual balance is as follows:
- Restore working balances to the minimum approved working balance,
 - Consider specific requests to earmark funds,
 - Consider restoring the Repairs and Renewals general reserves up to the approved, maximum balance,
 - Transfer to the Capital Fund an amount equivalent to that used from the fund during the year,
 - Transfer any residual amount to Business Transformation Fund.
- 3.13 The Monitoring Officer has been consulted and is in agreement with the report.

4 Requests under the Scheme of End Year Flexibility

- 4.1 The scheme of end year flexibility was approved by Policy & Resources Committee on 23 February 2012. The scheme improves the integration of service planning and multiple year budgeting, allowing Services the ability to retain some degree of their current budget to ensure continuity of service delivery.
- 4.2 As highlighted above the Revenue Budget Monitoring as at 31 March 2016 records an available balance of £1,194,000.
- 4.3 Through the scheme of end year flexibility Services have requested that available budget is carried forward for use in the current or future financial years. If the request is to utilise End Year Flexibility then the resource must be spent by the end of September 2016. If the request is to ring fence an amount in reserves then the Service will have to demonstrate the specific need for this.
- 4.4 Some of the reasons why expenditure is within budget are due to timing issues, e.g. where goods may have been ordered and have not arrived before 31 March. The scheme exists to deal with these situations, and Services can submit requests to carry forward budgets to allow commitments to be met without impacting on their 2016/17 budgets.
- 4.5 Services have submitted 4 requests for end year flexibility totalling £100,000 and 4 requests for ring fenced and statutory reserves totalling £860,000. These requests were submitted to Aberdeenshire Council on 30 June 2016. A summary of the requests can be found within **Appendix 6**.
- 4.6 If all of the attached requests are accepted, this will leave an uncommitted balance of £234,000. Aberdeenshire Council have been asked to consider a use for this balance.
- 4.7 The Monitoring Officer within Business Services has been consulted and her comments have been included within the report.

5 Equalities, Financial and Staffing Implications

- 5.1 An Equalities Impact Assessment is not required as only the timing of expenditure is considered with no differential impact on people with protected characteristics. There are no direct staffing implications arising from this report.
- 5.2 Financial implications are set out in detail in the above report.
- 5.3 There are no staffing implications arising from this report.

Ritchie Johnson
Director of Business Services

Report prepared by Ross Brennan, Chief Accountant and Julia Shepherd, Senior Accountant
17 June 2016

SUMMARY OF REVENUE MONITORING 2015/16 TO 31/3/2016 BY SERVICE

Appendix 1

	A	B	C	C - A	C - B	NOTES
	Final Budget 2015/16 £000	January Forecast 2015/16 £000	Actual 2015/16 £000	Actual to Budget 2015/16 £000	Actual to Jan Forecast 2015/16 £000	
EDUCATION & CHILDREN'S SERVICES	292,661	289,368	289,400	(3,261)	32	A
ADULT SOCIAL WORK	103,689	105,092	105,714	2,025	622	B
INFRASTRUCTURE SERVICES	88,159	83,603	83,109	(5,050)	(494)	C
BUSINESS SERVICES	45,154	44,109	43,663	(1,491)	(446)	D
Charges to HRA/Capital/Other Services	(3,287)	(3,117)	(3,132)	155	(15)	E
SUB TOTAL	526,376	519,055	518,754	(7,622)	(301)	
TRADING ACCOUNTS	(2,401)	(2,664)	(2,057)	344	607	F
CAPITAL FINANCING CHARGES AND IORB	28,193	28,354	28,149	(44)	(205)	
BUSINESS RATES DISCRETIONARY RELIEF	0	0	0	0	0	
CAPITAL FROM CURRENT REVENUE (CFCR)	0	0	0	0	0	
TRANSFERS TO/(FROM) EARMARKED RESERVES	(2,274)	(2,274)	(2,281)	(7)	(7)	
TRANSFERS TO/(FROM) STATUTORY FUNDS	(1,262)	(1,262)	(1,261)	1	1	
OTHER EXPENDITURE/(INCOME)	507	507	366	(141)	(141)	G
CARBON REDUCTION COMMITMENT	683	717	698	15	(19)	
COMMUNITY, CULTURE & TOURISM	400	400	400	0	0	
GROSS EXPENDITURE	550,222	542,833	542,768	(7,454)	(65)	
REVENUE SUPPORT GRANT	(328,273)	(328,273)	(328,275)	(2)	(2)	
BUSINESS RATES	(91,926)	(91,926)	(91,954)	(28)	(28)	
COUNCIL TAX	(118,000)	(118,001)	(117,755)	245	246	H
TOTAL INCOME	(538,199)	(538,200)	(537,984)	215	216	
TOTAL NET EXPENDITURE	12,023	4,633	4,784	(7,239)	151	
REPLENISHMENT/(USE) OF WORKING BALANCE	(12,023)	(12,023)	(12,023)	0	0	
(SURPLUS)/DEFICIT	0	(7,390)	(7,239)	(7,239)	151	

Appendix 2

SUMMARY OF REVENUE MONITORING 2015/16 TO 31/3/2016 BY FUNCTION (E.G. EDUCATION, PRIMARY)*

	A Final Budget 2015/16 £000	B January Forecast 2015/16 £000	C Actual 2015/16 £000	C - A Actual to Budget 2015/16 £000	C - B Actual to January Forecast 2015/16 £000
EDUCATION & CHILDREN'S SERVICES					
Administration and Management	7,425	7,792	7,804	379	12
<u>Education & Learning</u>					
- Nursery Education	19,175	16,734	16,596	(2,579)	(138)
- Primary Education	94,494	94,628	94,622	128	(6)
- Secondary Education	91,281	92,406	92,509	1,228	103
- Special Education	25,952	25,346	25,434	(518)	88
- Community Learning & Development	4,749	4,355	4,525	(224)	170
- School Catering	7,532	6,487	6,651	(881)	164
	<u>243,183</u>	<u>239,956</u>	<u>240,337</u>	<u>(2,846)</u>	<u>381</u>
<u>Children</u>					
- Children - Community Care	9,591	9,822	9,758	167	(64)
- Children - Family Placement	6,890	6,609	6,611	(279)	2
- Children - Family Centres	1,725	1,635	1,616	(109)	(19)
- Children - Youth Services	571	474	438	(133)	(36)
- Children - Residential Care	1,810	1,815	1,818	8	3
- Out of Authority Placements	8,975	9,143	9,051	76	(92)
	<u>29,562</u>	<u>29,498</u>	<u>29,292</u>	<u>(270)</u>	<u>(206)</u>
<u>Leisure</u>					
- Arts Development	491	504	478	(13)	(26)
- Visitor Attractions	485	423	411	(74)	(12)
- Grant Aid	47	28	28	(19)	0
- Libraries	4,888	4,790	4,775	(113)	(15)
- Museums	594	568	502	(92)	(66)
- Active Aberdeenshire	136	237	202	66	(35)
- Sports & Leisure Management - Client	5,572	5,572	5,571	(1)	(1)
- Aberdeenshire Life	278	0	0	(278)	(155)
	<u>12,491</u>	<u>12,122</u>	<u>11,967</u>	<u>(524)</u>	<u>(155)</u>
EDUCATION & CHILDREN'S SERVICES TOTAL	<u>292,661</u>	<u>289,368</u>	<u>289,400</u>	<u>(3,261)</u>	<u>32</u>
ADULT SOCIAL WORK					
<u>Social Work</u>					
- General Fieldwork	645	484	516	(129)	32
- Business Services - Adult Social Work	5,040	4,961	4,888	(152)	(73)
- Out of Hours Service	190	205	197	7	(8)
- Criminal Justice Service - Grant Funded Services	48	48	33	(15)	(15)
- Criminal Justice Service - Prison Social Work	0	0	0	0	0
- Community Justice Authority	0	0	0	0	0
- Adult Services - Community Care	22,426	23,330	23,744	1,318	414
- Adult Services - Day Care	5,521	5,606	5,577	56	(29)
- Adult Services - Residential Care	1,281	1,290	1,230	(51)	(60)
- Adult Services - Employment Development	482	412	420	(62)	8
- Adult Services - Mental Health	3,914	3,940	4,019	105	79
- Adult Services - Substance Misuse	1,509	1,444	1,455	(54)	11
- Community Occupational Therapy	3,251	3,037	3,049	(202)	12
- Joint Equipment Services	0	(54)	(48)	(48)	6
- Specialist Services & Strategy	995	1,054	1,042	47	(12)
- Adult Support Network	268	239	238	(30)	(1)
- Physical Disabilities - Sensory Impairment	43	43	29	(14)	(14)
- Older People - Care Management	32,619	33,885	34,060	1,441	175
- Integrated Care Fund	132	132	132	0	0
- Older People - Day Care	1,041	1,033	1,063	22	30
- Older People - Home Care	13,059	12,585	12,681	(378)	96
- Older People - Residential Care	7,804	7,773	7,760	(44)	(13)
- Older People - Very Sheltered Housing	3,421	3,645	3,629	208	(16)
	<u>103,689</u>	<u>105,092</u>	<u>105,714</u>	<u>2,025</u>	<u>622</u>
ADULT SOCIAL WORK TOTAL	<u>103,689</u>	<u>105,092</u>	<u>105,714</u>	<u>2,025</u>	<u>622</u>

SUMMARY OF REVENUE MONITORING 2015/16 TO 31/3/2016 BY FUNCTION (E.G. EDUCATION, PRIMARY)*

	A Final Budget 2015/16 £000	B January Forecast 2015/16 £000	C Actual 2015/16 £000	C - A Actual to Budget 2015/16 £000	C - B Actual to January Forecast 2015/16 £000
INFRASTRUCTURE SERVICES					
<u>Environmental Services</u>					
- Environmental Services Administration	5	0	0	(5)	0
- Consumer Protection	927	872	866	(61)	(6)
- Animal Welfare	336	332	354	18	22
- Public Analyst	347	317	295	(52)	(22)
- Environmental Health	1,860	1,820	1,800	(60)	(20)
- Waste Management	0	0	0	0	0
- Refuse Collection	8,029	7,008	6,982	(1,047)	(26)
- Waste Disposal	16,274	15,495	15,463	(811)	(32)
- Street Cleansing	2,520	2,338	2,322	(198)	(16)
	<u>30,298</u>	<u>28,182</u>	<u>28,082</u>	<u>(2,216)</u>	<u>(100)</u>
<u>Planning</u>					
- Planning Administration	8	0	(1)	(9)	(1)
- Building Standards	(1,014)	(1,413)	(1,531)	(517)	(118)
- Development Management	561	1,021	1,001	440	(20)
- Sustainability, Information and Research (SIR)	658	599	588	(70)	(11)
- Policy and Environment	2,179	2,087	2,060	(119)	(27)
- Ranger Service	351	378	350	(1)	(28)
	<u>2,743</u>	<u>2,672</u>	<u>2,467</u>	<u>(276)</u>	<u>(205)</u>
<u>Transportation & Roads</u>					
- Roads - Administration and Management	(836)	(836)	(836)	0	0
- Car Parks	(69)	145	150	219	5
- Flood Management	817	631	611	(206)	(20)
- Harbours	471	450	452	(19)	2
- Road Maintenance - Expenditure	21,382	21,382	20,945	(437)	(437)
- Road Maintenance - Income	(6)	(6)	(7)	(1)	(1)
- Road Maintenance Fund Interest	(7)	(14)	(7)	0	7
- Winter Maintenance - Expenditure	5,099	5,099	5,099	0	0
- Winter Maintenance - Fund Interest	(15)	(29)	(15)	0	14
- Other Recoverable Works	0	0	18	18	18
- Internal Transport	6	(111)	(115)	(121)	(4)
- Internal Transport - Vehicle Replacement Fund Interest	0	0	0	0	0
- Quarries	(765)	(1,953)	(1,591)	(826)	362
- Transportation	8,107	7,730	7,582	(525)	(148)
	<u>34,184</u>	<u>32,488</u>	<u>32,286</u>	<u>(1,898)</u>	<u>(202)</u>
<u>Economic Development</u>	9,054	8,949	8,921	(133)	(28)
<u>Landscape Services</u>					
- Landscape Services Administration	(26)	(26)	(26)	0	0
- Burial Grounds	639	620	569	(70)	(51)
- Caravan Parks	0	12	14	14	2
- Parks	5,733	5,700	5,610	(123)	(90)
- Fishing's	26	13	11	(15)	(2)
- Landscape Services Funds	0	0	0	0	0
	<u>6,372</u>	<u>6,319</u>	<u>6,178</u>	<u>(194)</u>	<u>(141)</u>
<u>Housing</u>					
- Affordable Housing	331	335	335	4	0
- Homeless Persons	3,608	3,230	3,409	(199)	179
- Improvement & Repair Grants	1,176	1,019	1,021	(155)	2
- Housing Loans	(4)	(4)	(4)	0	0
- Gypsies/Travellers	51	41	26	(25)	(15)
- Housing Support	346	372	388	42	16
	<u>5,508</u>	<u>4,993</u>	<u>5,175</u>	<u>(333)</u>	<u>182</u>
TOTAL INFRASTRUCTURE SERVICES	<u>88,159</u>	<u>83,603</u>	<u>83,109</u>	<u>(5,050)</u>	<u>(494)</u>

SUMMARY OF REVENUE MONITORING 2015/16 TO 31/3/2016 BY FUNCTION (E.G. EDUCATION, PRIMARY)*

	A Final Budget 2015/16 £000	B January Forecast 2015/16 £000	C Actual 2015/16 £000	C - A Actual to Budget 2015/16 £000	C - B Actual to January Forecast 2015/16 £000
BUSINESS SERVICES					
- Chief Executive	1,909	1,900	1,897	(12)	(3)
- Councillors' Remuneration and Expenses	2,065	2,009	2,018	(47)	9
- Business Services Directorate	725	693	692	(33)	(1)
- Finance	3,082	2,980	2,956	(126)	(24)
- Insurance	(461)	(461)	(461)	0	0
- Revenues	1,900	1,942	1,861	(39)	(81)
- Benefits	2,446	1,771	1,895	(551)	124
- Internal Audit	382	350	338	(44)	(12)
- Human Resources & Organisational Development	6,233	6,233	6,211	(22)	(22)
- Information Communications Technology	10,653	10,496	10,326	(327)	(170)
- Legal & Governance	2,679	2,622	2,580	(99)	(42)
- Customer Communication & Improvement	2,767	2,969	3,005	238	36
- Procurement	998	1,149	914	(84)	(235)
- Miscellaneous Services	17	17	16	(1)	(1)
- Joint Board Requisitions	1,698	1,591	1,591	(107)	0
- Worksmart	0	0	0	0	0
- Business Services Corporate Projects	987	987	987	0	0
- Woodhill House Administration	2,214	1,987	2,140	(74)	153
- Office Accommodation	2,181	2,658	2,568	387	(90)
- Public Conveniences	991	961	942	(49)	(19)
- Halls	671	698	645	(26)	(53)
- Estates	(2,791)	(2,866)	(2,954)	(163)	(88)
- Property Construction Services	(1,075)	(1,277)	(1,222)	(147)	55
- Corporate Estates	352	335	374	22	39
- Property Building Repairs & Maintenance Account	87	87	87	0	0
- Energy Management Services	0	0	0	0	0
- Area Managers	2,695	2,599	2,626	(69)	27
- Community Planning	1,749	1,679	1,631	(118)	(48)
	45,154	44,109	43,663	(1,491)	(446)
BUSINESS SERVICES TOTAL	45,154	44,109	43,663	(1,491)	(446)
Charges to HRA/Capital/Other Services	(3,287)	(3,117)	(3,132)	155	(15)
TRADING ACCOUNTS					
Operational Buildings (Page 135)	0	0	0	0	0
Roads Operations (Page 135)	(1,552)	(1,895)	(1,471)	81	424
Building Cleaning (Page 129)	51	82	106	55	24
Vehicle Maintenance Services (Page 134)	(270)	(396)	(269)	1	127
Grounds Maintenance (Page 133)	(400)	(521)	(623)	(223)	(102)
Sports & Leisure Management (Page 127)	(230)	66	200	430	134
TRADING ACCOUNTS	(2,401)	(2,664)	(2,057)	344	607
CAPITAL FINANCING CHARGES AND IORB	28,193	28,354	28,149	(44)	(205)
BUSINESS RATES DISCRETIONARY RELIEF	0	0	0	0	0
CAPITAL FROM CURRENT REVENUE (CFCR)	0	0	0	0	0
TRANSFERS TO/(FROM) EARMARKED RESERVES	(2,274)	(2,274)	(2,281)	(7)	(7)
TRANSFERS TO/(FROM) STATUTORY FUNDS	(1,262)	(1,262)	(1,261)	1	1
OTHER EXPENDITURE/(INCOME)	507	507	366	(141)	(141)
CARBON REDUCTION COMMITMENT	683	717	698	15	(19)
COMMUNITY, CULTURE & TOURISM	400	400	400	0	0
TOTAL ALL SERVICES	550,222	542,833	542,768	(7,454)	(65)

Appendix 3 - Variance Analysis

<u>Note</u>	<u>Service</u>	<u>Actual Over (within) budget 2015/16 £'000</u>	<u>Narrative</u>
A	Education & Children's Services	(3,261)	<p>Education & Children's Services is within budget by £3,261,000</p> <p>Other Staff Costs - Is over budget by £318,000. This is largely attributable to the increased relocation expenses within the Primary and Secondary Sectors as currently the relocation and resettlement scheme has been promoted actively to help fill vacancies within these Sectors.</p> <p>Permanent Teachers - Is over budget by £776,000.</p> <p>The main reason for this is £1,459,000 of expenditure which has been incurred to take account of the increase in the Teachers Superannuation rates, effective from September 2015. In addition to this a further £641,000 can be attributed to an additional 0.5% pay award agreed over the 1.0% provided in the budget. Finally the impact of increasing pupils particularly within Primary Education and additional teachers allocated to Secondary Schools to meet local issues has resulted in the need for additional teachers.</p> <p>These additional costs have been offset by the ongoing difficulty in recruiting teachers particularly within Special Education. Special Teachers are within budget by £353,000.</p> <p>During December, this budget was increased to reflect the additional funding which was received for maintaining teacher numbers (£314,000) and for the teacher induction scheme (£464,000). £300,000 of this additional funding was subsequently vired to schools to enhance resources.</p> <p>Supply Teachers - Is within budget by £357,000. The reason for this is largely attributable to the shortage of Supply Teachers available. The additional budget required to meet the increase in the Employers Superannuation Rate which came into effect on 1st September 2015 as well as the additional 0.5% higher than anticipated pay award has been contained within this budget.</p> <p>Manual Workers - Is over budget by £111,000. This is mainly within the Secondary Sector and can be attributed to the additional 0.5% pay award along with increased wages and overtime costs for janitorial staff.</p>

<u>Note</u>	<u>Service</u>	<u>Actual Over (within) budget 2015/16 £'000</u>	<u>Narrative</u>
A	Education & Children's Services (Cont.)		<p>CL&D - Staff - Is within budget by £198,000. This is as a result of vacancies. At present CL&D staff continue to be recruited to meet local needs across Aberdeenshire, so many Community Education Centres may lose Staff whilst others gain. During these changes, the vacancy level may be higher than normal. Work continues to be undertaken by the Service to address the staffing requirements within the 17 networks.</p> <p>Rents, Rates and Insurances - Is over budget by £699,000. The Water Rates budget is over budget by £166,000 due to an increase in water consumption and savings applied to this budget not being achieved. The rates budget is over budget by £461,000 as a result of additional costs being incurred for the new Mearns, Ellon and Alford Campuses. Further work is being undertaken to determine the actual cost associated with providing the new campus facilities.</p> <p>In addition, the budget for the Hire of Temporary Accommodation is over budget by £77,000 due to ongoing requirements to provide temporary accommodation within several Primary Schools.</p> <p>Heat and Light - Is within budget by £537,000. This can be attributed to lower energy prices being incurred.</p> <p>Property Services Fees - Is over budget by £156,000 and can be attributed to an increase in the level of Property Consultancy Fees being recharged to E&CS. The increase in fees is due to pressure to provide sufficient school facilities in order to accommodate rising rolls, a new service delivery model for ASN Pupils, increased pre-school provision and changing free school meal legislation.</p> <p>Hired Transport - Across all sectors Hired Transport is over budget by £1,011,000. Increased costs are as a result of the re-tendering of contracts which came in to effect from August 2015.</p> <p>The full year effect of these rate increases is currently estimated at £1,659,000</p> <p>Purchase of Equipment - Non Recurring Expenditure - is over budget by £185,000.</p> <p>The overspend relates mostly to approved one-off additional expenditure within schools to enhance service delivery. This overspend is offset by underspends elsewhere within the E&CS budget.</p>

<u>Note</u>	<u>Service</u>	<u>Actual Over (within) budget 2015/16 £'000</u>	<u>Narrative</u>
A	Education & Children's Services (Cont.)		<p>PF/PPP Schools - Is within budget by £623,000. This is due mainly to the Alford campus opening later than had been assumed in the budget, therefore this is a one off saving.</p> <p>Bridging Programme - Is within budget by £278,000. This budget was created from the former Opportunity for All budget and there has been a delay in the implementation of the planned programme of activities.</p> <p>Developing The Young Workforce - Is within budget by £357,000, resulting from additional funding having been awarded. A request has been made to transfer the unspent amount to reserves at the year end for utilisation in 2016/17.</p> <p>ICT Upgrades - Is within budget by £116,000. This can be attributed to insufficient staffing resources within ICT which prevented the originally planned 2015/16 timetable from being achieved. In addition a change in supplier resulted in the demand in the final months of the financial year not being met.</p> <p>To alleviate the staffing resources issue the Education & Children's Service have agreed to pay for additional ICT staffing resources and will work with ICT to ensure that orders are placed in time to achieve year end deadlines.</p> <p>Primary 1+2 Languages - This budget is within budget by £381,000 due to the award of an additional £381,000 of funding. A request has been made to transfer the unspent amount to reserves at the year end for utilisation in 2016/17.</p> <p>Implications of the Children & Young People Act - Is within budget by £1,975,000 due to a lower number of eligible 2 year olds using the service than originally expected. Services to 3 and 4 year old pupils are also evolving to meet the needs of parents/carers.</p> <p>The Service also identified a list of property works needed to meet the requirements of the Act, however these works were not completed within the year.</p> <p>Hire of School Premises - Over all Education Sectors this budget has generated additional income of £101,000.</p> <p>This is largely attributable to one-off additional rental income, within Secondary Education, of £76,000 for the use of the old Ellon Academy Annexe for the period 2008 to 2015.</p>

<u>Note</u>	<u>Service</u>	<u>Actual Over (within) budget 2015/16 £'000</u>	<u>Narrative</u>
A	Education & Children's Services (Cont.)		<p>School Catering - The Catering Service has expanded as a result of the introduction of free school meals for P1-3 pupils for which funding was received from the Scottish Government. As a result of these changes, an increased level of demand for meals and increased prices this service is within budget by £881,000.</p> <p>Children - Community Care - Is over budget by £167,000. This can be attributed to increases in payments to individuals as a result of an increased awareness of Self Directed Support.</p> <p>Children - Family Placement - Is within budget by £279,000. The majority of this relates to the Kinship and Aftercare budgets which are within budget by £269,000. This is due to the allocation received from the Scottish Government in relation to the Children & Young People Act and specifically for services for Looked After Children. The service are gradually introducing the requirements of the Act which is restricted by further guidance still to be received from the Scottish Government.</p> <p>This level of expenditure is not anticipated to be recurring during 2016/17 as the service will be required to meet the recommendations of the Children & Young People Act and adhere to the Kinship Carer Allowances recommended by the Scottish Government.</p>
B	Adult Social Work	2,025	<p>Children - Family Centres - Is within budget by £109,000. This is mainly due to active vacancy management within this sector to alleviate budget pressures elsewhere within Children's Services.</p> <p>Adult Social Work - Is over budget by £2,025,000</p> <p>General Fieldwork - Is within budget by £129,000.</p> <p>There is a saving of £103,000 within Staff Costs as a result of a full year vacancy for a Head of Service post.</p> <p>General Fieldwork Other Costs are also £124,000 lower than budget. This is due to extra budget capacity not being vired across to pressure areas until the service's "headquarters" costs are fully identified for the new Health & Social Care Partnership.</p>

<u>Note</u>	<u>Service</u>	<u>Actual Over (within) budget 2015/16 £'000</u>	<u>Narrative</u>
B	Adult Social Work (Cont.)		<p>Adult Services - Community Care - Is over budget by £1,318,000. The majority of this is within the Payment to Agencies budget for care packages which is currently showing an overspend of £1,287,000.</p> <p>The original forecast overspend was £1,020,000, this was subsequently reduced to £862,000 as at January 2016 based on the continuing review of Care Packages.</p> <p>After accounting for all year end creditors and Hanging Commitments (providing for CareFirst commitments not yet invoiced) the final outturn is £425,000 greater than forecast.</p> <p>Service Managers and their teams continue to review packages with the goal of minimising the pressure on these budgets with every high cost package coming before a review panel.</p> <p>Adult Services - Mental Health - Is over budget by £105,000. The majority of this is within the Payment to Agencies budget for care at home.</p> <p>The main reason for this is the increased reliance on third party providers to deliver the care that was previously provided by the Council's in-house service.</p> <p>Community Occupational Therapy Service is within budget by £202,000. Occupational Therapy recharge costs for spending on Aids and Adaptations is £139,000 lower than the budget this year.</p> <p>This is due to stronger management of the budget within Occupational Therapy - with a tightening of spending on low cost pieces and riser recliner chairs.</p> <p>It is also influenced by NHS Grampian taking up a larger percentage of the output of items through the Joint Equipment Service and therefore Occupational Therapy being charged a proportionally lower percentage of running costs.</p>

<u>Note</u>	<u>Service</u>	<u>Actual Over (within) budget 2015/16 £'000</u>	<u>Narrative</u>
B	Adult Social Work (Cont.)		<p>Older People - Care Management - Is over budget by £1,441,000. The majority of this is within the Payment to Agencies budget for care packages which is over budget by £2,170,000.</p> <p>The original forecast overspend was around this level and was then reduced to £1,764,000 in December and was subsequently slightly increased to £1,815,000 in January 2016. This was based on the continuing review of Care Packages with particular pressures being experienced across Care at Home, Residential & Self Directed Support Packages, where more service users are choosing to stay at home with large care packages.</p> <p>Service Managers and their teams continue to review packages with the goal of minimising the pressure on these budgets.</p> <p>At the same time we have seen an increase in numbers to those in Residential Care Homes which has also contributed to the increase in costs.</p> <p>This overspend has been partly offset by an increase in income being collected from service users. As a result, Other Income is £868,000 higher than budget.</p> <p>Older People - Home Care - Is within budget by £378,000. This is largely attributable to a variance within the staffing budget which is due to continued vacancies within the service. These vacancies contribute to additional pressures in the external care at home budget which is part of the Older People Care Management pressures above.</p> <p>Older People - Very/Sheltered housing - is above budget by £208,000. This is primarily within the staffing budget which is over budget by £365,000. This reflects the increased staffing complement at the existing complexes.</p> <p>The increase in complement agreed had a budgeted cost of £693,000, for which budget of £500,000 was fed into the sector. As the vacant posts have now been filled the pressure on the budget is increasing.</p> <p>This overspend has been partly offset by an increase in income due to many service users now having to pay more under the charging model arising from Self Directed Support. As a result, Fees and Charges income is £158,000 higher than budget.</p>

<u>Note</u>	<u>Service</u>	<u>Actual Over (within) budget 2015/16 £'000</u>	<u>Narrative</u>
C	Infrastructure Services	(5,050)	<p>Infrastructure Services - Is within budget by £5,050,000</p> <p>Building Standards - Is within budget by £517,000.</p> <p>This is due to an increase in building warrant fee income. A revised fee structure came in to effect on 1 October 2015 which resulted in a significant increase in the fees for applications for new builds, therefore developers have taken the opportunity to lodge applications prior to the increase taking effect.</p> <p>Development Management - Is over budget by £440,000 due to an drop in Planning Application Fee Income.</p> <p>Refuse Collection - Is within budget by £1,047,000 which is largely attributable to a saving of £528,000 within Transport Costs. This is as a result of a reduction in fuel prices as well as the reduced requirement for hire of vehicles and repairs due to the recent purchase of a new fleet.</p> <p>The Other Administration Costs budget is within budget by £175,000 as a result of advertising costs being lower than expected.</p> <p>Supplies and Services is also within budget by £172,000 due to expenditure on the purchase of food waste bags not reaching the anticipated level when the budget was set.</p> <p>Waste Disposal - Is within budget by £811,000.</p> <p>Transport Costs are within budget by £355,000, This is as a result of a reduction in fuel prices as well as the reduced requirement for hire of vehicles and repairs due to the recent purchase of a new fleet.</p> <p>Contract Costs - Other, are within budget by £107,000. This budget is, in the main for the disposal of recyclates i.e. food waste, green waste, wood and tyres. Costs this financial year did not reach revised budgeted levels for green waste due to contract costs per tonne being lower than budgeted.</p> <p>The Energy from Waste project is within budget by £104,000 due to a delay in appointing technical advisors for the project.</p> <p>Street Cleansing - Is within budget by £198,000. This is primarily within the Salaries and Wages budget and is due to continuous levels of vacancies throughout the year.</p>

<u>Note</u>	<u>Service</u>	<u>Actual Over (within) budget 2015/16 £'000</u>	<u>Narrative</u>
C	Infrastructure Services (Cont.)		<p>Car Parks - Is over budget by £219,000. This is due to reduced income as a result of the review of tariffs and the change to the Car Park Order which took effect from December 2014. The introduction of a free parking tariff ranging from 30 minutes to an hour has resulted in an increase in footfall into car parks but a reduced income.</p> <p>Flood Management - Is within budget by £206,000. This is due to staff having to prioritise work on flooding caused by Storm Frank over the budgeted schedule of work.</p> <p>Roads Maintenance Expenditure - Is within budget by £437,000. The flooding caused by Storm Frank has caused a number of budgets to come in under budget due to staff have to concentrate their efforts on emergency flooding events.</p> <p>Quarries - Is within budget by £826,000. This is largely attributable to an increase in the level of income. Sales to Private Parties is £1,416,000 higher than budget due to materials being supplied to works that were not foreseen at the time of setting the budget. Additional materials have also been requested for works required to be undertaken as a result of the recent flooding events in the area. This increase in income has been partly offset by an increase in expenditure.</p> <p>Transportation - Is within budget by £525,000. Expenditure for Local Bus Support has reduced due to delays in tenders for new contracts. In addition, there were a number of contracts which were put out to tender, with a view to August operation. As a result of the current operator being unsuccessful in the tendering process, they continued to operate these services on a commercial basis, until end November, with the subsidised element not taking effect until December.</p> <p>Transportation initiatives are within budget by £187,000 due to project delays as a result of long term staff vacancies.</p> <p>These have been partly offset by the Infrastructure Repairs and Maintenance budget being over budget by £159,000. This is as a result of a rolling programme of bus shelter upgrades and refits being undertaken across 5 towns in Aberdeenshire.</p>

<u>Note</u>	<u>Service</u>	<u>Actual</u> <u>Over (within) budget</u> <u>2015/16</u> £'000	<u>Narrative</u>
C	Infrastructure Services (Cont.)		<p>Housing - Homeless Persons - Is within budget by £199,000. Other Administration Costs are £337,000 higher than budget. This is due to an increase in the bad debt provision in relation to bed and breakfast and temporary homeless accommodation rents for which there is no budget. External homelessness projects are £218,000 lower than budget following a review which reduced the number of funded projects in line with corporate saving targets. Other income is £106,000 higher than budget due to grant claimed from the Home Office to fund expenditure associated with housing the Syrian refugees.</p>
D	Business Services	(1,491)	<p>Business Services - Is within budget by £1,491,000.</p> <p>Information Communications Technology - Is within budget by £327,000. A number of rebates totalling approximately £100,000 were received for a communications contract relating to 2014/15. These are one off savings to budget. The remainder of the underspend is from reduced Communications software expenditure and savings made by moving supplier..</p> <p>Benefits - Is within budget by £551,000. The Income received in relation to the Housing Benefits Subsidy was greater than Rent Rebates and Rent Allowances expenditure. This was partly offset by the Increase to the Bad Debt Provision which was £144,000 in 2015-16.</p> <p>Customer, Communications and Improvements - Is over budget by £238,000. This is due to one off Strain on Fund and Voluntary Severance payments paid as a result of the Graphic Design Team restructure, reduced Income within Printing Service and additional Staff required within Customer Services.</p> <p>Joint Board Requisitions - Is within budget by £107,000 due to a rebate from the Grampian Valuation Joint Board relating to 2014/15.</p> <p>Office Accommodation - Is over budget by £387,000. This is due to efficiency savings from the Workspace programme not arising in the time frame expected.</p>

Actual
Over (within) budget
2015/16
£'000

Service

Note

Property Construction Services - Is within budget by £147,000. This is largely attributable to the Energy Project contract remaining unsigned until November. The project started in January resulting in only 3 months costs being paid during 2015/16.

<u>Note</u>	<u>Service</u>	<u>Actual</u> <u>Over (within) budget</u> <u>2015/16</u> <u>£'000</u>	<u>Narrative</u>
E	Charges to HRA/Capital/Other Services	155	This represents the recovery of costs from Business Services for supporting these activities. The costs arising have been less than budgeted for and consequently the recovery is reduced.
F	Trading Accounts	344	This budget relates to those services for which it has been agreed that trading accounts are maintained for management purposes only. Of the five services included only two, Sports & Leisure Management and Building Cleaning, lie outwith Infrastructure Services and are managed by E&CS and Business Services respectively. Grounds Maintenance - Is within budget by £223,000 due to one-off work instructions and snow clearing recharges being higher than expected. Leisure Management - Is over budget by £430,000. This is largely within the staff costs budget which is over budget by £563,000. This increase in costs is largely attributable to the new facilities which were opened within the new campus schools as well as increased staffing at Portlethen and the Stonehaven Outdoor Pool to address Health & Safety issues. This has been partly offset by an increase in the anticipated level of income and a reduction in energy costs. Discussions are ongoing with budget holders regarding this. Roads Operations, Vehicle Maintenance and Building Cleaning are close to budget.
G	Other Expenditure/(Income)	(141)	Other Expenditure/(Income) - Is within budget by £141,000. This relates to miscellaneous income for which there is no specific budget.
H	Council Tax	245	Council Tax - Is over budget by £245,000. This is due to adjustments to previous years' liabilities and the bad debt provision.

Appendix 4

SUMMARY OF REVENUE MONITORING VIREMENTS

£'000

1. Business Transformation Fund

Transfer funding from the Earmarked Reserves to match expenditure incurred on projects funded through the Business Transformation Fund. This virement applies to 2015/16 only.

Administration and Management	21
Special Education	52
Children Community Care	29
Out of Authority Placements	534
Business Services Adult Social Work	10
Adult Services Day Care	34
Economic Development	678
Finance	22
Customer Communication & Improvement	4
Business Services Corporate Projects	(108)
Woodhill House Administration	2
Corporate Estates	28
Transfers to/(from) Earmarked Reserves	(1,306)

2. Revenue Grants

Funding for expenditure incurred which is to be met by grants brought forward from 2014/15 and held in an Earmarked Reserve. This virement applies to 2015/16 only.

Primary Education	46
Secondary Education	155
Community Learning & Development	5
Arts Development	24
Specialist Services & Strategy	5
Physical Disabilities Sensory Impairment	(9)
Older People Care Management	5
Integrated Care Fund	16
Sustainability, Information and Research (SIR)	36
Transfers to/(from) Earmarked Reserves	14
Other Expenditure	(297)

3. Community Culture and Tourism

Budget transferred from Community Culture and Tourism Reserve to match 2015/16 Expenditure. This virement applies to 2015/16 only.

Primary Education	25
Libraries	65
Adult Services Day Care	5
Specialist Services & Strategy	7
Physical Disabilities Sensory Impairment	9
Older People Very Sheltered Housing	1
Economic Development	(5)
Transfers to/(from) Earmarked Reserves	(107)

Appendix 4

SUMMARY OF REVENUE MONITORING VIREMENTS

4.	Insurance	£'000
	Virement to the Insurance Fund representing the balance of the difference between service contributions and actual expenditure for the year. This virement applies to 2015/16 only.	
	Insurance	(62)
	Transfers to/(from) Statutory Funds	62
5.	Six Key Areas for Development	
	Return of Six Key Area Funding to Reserves. This virement applies to 2015/16 only.	
	Area Managers	(60)
	Transfers to/(from) Earmarked Reserves	60
6.	Central Energy Efficiency	
	Transfer funds to Reserves from the Central Energy Efficiency Fund. This virement applies to 2015/16 only.	
	Corporate Estates	(2)
	Transfers to/(from) Earmarked Reserves	2
7.	Regeneration	
	Transfers from Reserves to support Fraserburgh Regeneration and the 4 Towns Projects. This virement applies to 2015/16 only.	
	Economic Development	83
	Transfers to/(from) Earmarked Reserves	(83)
8.	Land Use Strategy	
	Budget transferred from Earmarked Reserves in relation to the Land Use Strategy Pilot. This virement applies to 2015/16 only.	
	Policy and Environment	5
	Transfers to/(from) Earmarked Reserves	(5)
9.	Innovation	
	Virement from the Innovation Reserve to match 2015/16 expenditure. This virement applies to 2015/16 only.	
	Children Family Centres	4
	Transportation	88
	Affordable Housing	120
	Transfers to/(from) Earmarked Reserves	(212)
10.	Property Estates Renewal Expenditure	
	Transfer of funds from Reserves for Expenditure on dilapidations. This virement applies to 2015/16 only.	
	Estates	41
	Transfers to/(from) Earmarked Reserves	(41)
11.	Devolved Education Management Balances 2015/16	£'000

Appendix 4

SUMMARY OF REVENUE MONITORING VIREMENTS

	Transfer of Devolved Education Balances at the year end to the reserve. This virement applies to 2015/16 only	
	Nursery Education	(247)
	Primary Education	(2,380)
	Secondary Education	(2,225)
	Special Education	(306)
	Transfers to/(from) Earmarked Reserves	5,158
12.	Education Improvement Reserve	
	Virement from the Education Improvement Reserve to match 2015/16 expenditure. This virement applies to 2015/16 only.	
	School Catering	50
	Transfers to/(from) Earmarked Reserves	(50)
13.	Gerrie Trust	
	Virement from the Gerrie Trust Reserve to match 2015/16 expenditure. This virement applies to 2015/16 only.	
	Homeless Persons	12
	Transfers to/(from) Earmarked Reserves	(12)
14.	Affordable Housing	
	Transfer from Affordable Housing Reserve to meet the cost of new affordable housing. This virement applies to 2015/16 only	
	Transfers to/(from) Earmarked Reserves	(733)
	Other Expenditure	733
15.	Repairs and Maintenance Fund	
	Transfer of budget from Repairs and Maintenance Fund to support expenditure. This virement applies to 2015/16 only.	
	Property Building Repairs & Maintenance Account	87
	Transfers to/(from) Statutory Funds	(87)
16.	Aberdeen Western Peripheral Route	
	Transfer of budget from Capital Fund to support expenditure in relation to the AWPR. This virement applies to 2015/16 only.	
	Road Maintenance Expenditure	5,000
	Transfers to/(from) Statutory Funds	(5,016)
	Other Expenditure	16

Appendix 4

SUMMARY OF REVENUE MONITORING VIREMENTS

17.	Roads Maintenance Fund	£'000
	Interest on Roads Fund Balance, transfer to Statutory Reserve. This virement applies to 2015/16 only.	
	Road Maintenance Fund Interest	(7)
	Transfers to/(from) Statutory Funds	7
18.	Winter Maintenance Fund - Interest	
	Interest on Winter Fund Balance, transfer to Statutory Reserve. This virement applies to 2015/16 only.	
	Winter Maintenance Fund Interest	(15)
	Transfers to/(from) Statutory Funds	15
19.	Winter Maintenance Fund - Expenditure	
	Transfer from the Winter Maintenance and Other Emergencies Fund balance to support expenditure incurred in relation to the costs incurred as a result of flooding. This virement applies to 2015/16 only.	
	Winter Maintenance - Expenditure	504
	Transfers to/(from) Statutory Funds	(504)
20.	Capital From Current Revenue	
	Contribution from the Revenue budget to the Capital budget to fund works of an appropriate capital nature. This virement applies to 2015/16 only.	
	Road Maintenance Expenditure	(1,083)
	Capital From Current Revenue (CFCR)	1,083
21.	Revenue Support Grant	
	Transfer of Revenue Support Grant to support expenditure. This virement applies to 2015/16 only.	
	Nursery Education	6
	Waste Disposal	97
	Winter Maintenance Expenditure	327
	Chief Executive	1,575
	Revenue Support Grant	(2,005)
22.	Business Rates	
	To offset budget for rates relief against income from Business rates. This virement applies to 2015/16 only	
	Business Rates Discretionary Relief	(170)
	Business Rates	170

SUMMARY OF EARMARKED RESERVES AND STATUTORY FUND 2015/16 FOR MONITORING REPORT

Appendix 5

Reserve/Fund	Balance at 1 April 2015 £'000	Approved in 2015/16 Budget £'000	Virements to March 2016 £'000	Balance at 31 March 2016 £'000
General Fund Balance	(22,062)	(6,094)	10,877	(17,279)
Earmarked Reserves				
Business Transformation Fund	(7,577)	0	4,077	(3,500)
Devolved Education Management (DEM)	(4,382)	0	(776)	(5,158)
Aberdeenshire Farming Museum Purchase Fund	(57)	(1)	(1)	(59)
Aberdeenshire Heritage Artefact Acquisition Fund	(9)	(2)	1	(10)
Estate of the late William Paterson Beedie Bequest	(19)	0	0	(19)
Property Service - Central Energy Efficiency Fund	(595)	0	28	(567)
Tolbooth Restoration Fund	(55)	0	0	(55)
Property Estates Renewals Fund	(297)	0	82	(215)
Burial Grounds Fund	(14)	0	0	(14)
Alford Ski Slope Funds	(5)	0	0	(5)
Play Equipment Fund	(74)	(3)	3	(74)
Sinking Funds for the replacement of All Weather Pitches	(220)	(60)	(1)	(281)
Gerrie Trust	(81)	32	(20)	(69)
Community Councils Legal Fund	(10)	0	0	(10)
Childcare Fund for Princess Royal Trust	(60)	0	0	(60)
Infrastructure Projects (Broadband)	(2,654)	0	2,654	0
Six Key Areas for Development	(2,990)	0	2,842	(148)
Investment in Technologies	(602)	0	(180)	(782)
Community Culture & Tourism	(1,969)	(295)	773	(1,491)
Planning	(69)	0	(60)	(129)
Welfare Reform	(982)	0	83	(899)
Business Rates Incentivisation Scheme Income	(770)	0	0	(770)
Joint Board Surpluses	(442)	0	0	(442)
Innovation	(3,229)	0	134	(3,095)
Environmental Health	(88)	0	13	(75)
Education Improvements	0	0	(240)	(240)
Education Learning Estate Reserve	0	0	(2,000)	(2,000)
Affordable Housing	0	0	(300)	(300)
Transitional Reserve for Severance Costs	0	0	(1,033)	(1,033)
Regeneration and Priority Town Centre Reserve	0	0	(5,314)	(5,314)
Revenue Grants Unconditional and Expenditure not Incurred	(2,285)	0	1,445	(840)
Earmarked Reserves	(29,535)	(329)	2,210	(27,654)
Housing Revenue Account	(2,000)	0	0	(2,000)

Capital Receipts Reserve	(673)	0	0	(673)
Statutory Funds				
Building Repairs & Maintenance	(384)	0	87	(297)
Coastal Protection	(28)	0	28	0
Roads Maintenance	(1,446)	0	(7)	(1,453)
Winter Maintenance	(3,045)	0	489	(2,556)
Amenity Areas	(106)	(5)	5	(106)
Vehicle Replacement	(11)	0	0	(11)
Capital	(5,049)	(47)	1,173	(3,923)
Insurance	(1,228)	(105)	(357)	(1,690)
Statutory Funds	(11,297)	(157)	1,418	(10,036)
Capital Grants Unapplied Account	(1,196)	0	(1,223)	(2,419)
Total Usable Reserves	(66,763)	(6,580)	13,282	(60,061)

**ABERDEENSHIRE COUNCIL
END YEAR FLEXIBILITY REQUESTS 2015/16**

	Revenue Monitoring Position Mar-16 £'000	Total Requests (EYF) £'000	Total Requests (Ring Fenced) £'000	Total Requests £'000
Education & Children's Services	(3,261)	0	738	738
Adult Social Work	2,025	89	18	107
Infrastructure Services	(5,050)	0	104	104
Business Services	(1,431)	11	0	11
Total		100	860	960

Transfers to Earmarked Reserves	£'000
Community, Culture & Tourism	756
New - Energy From Waste	104
Total	860

ABERDEENSHIRE COUNCIL
END YEAR FLEXIBILITY REQUESTS 2015/16
EDUCATION & CHILDREN'S SERVICES

Budget Page	Amount Requested (EYF) £'000	Amount Requested (Ring Fenced) £'000	Purpose of Request
Primary Education	0	381	<p>1+2 Languages</p> <p>Allocation received as part of Revenue Support Grant – as there has been a delay in the implementation of this national strategy within Aberdeenshire the 2015/16 RSG Allocation remained unspent.</p> <p>The Carry Forward is required to allow the E&CS service to implement the national initiative locally. Aberdeenshire Council is required to ensure that all learners have access to a modern language from Primary 1 by 2020.</p> <p>There has been a delay in the implementation of this national initiative and whilst expenditure has been incurred during 2015/16 this has been met from the amounts held in Earmarked Reserves. The remaining balance within this reserve is £367,000</p>
Secondary Education	0	357	<p>Developing the Young Workforce</p> <p>Allocation received as part of Revenue Support Grant as per letter received from the Scottish Government dated 18 September 2015.</p> <p>The allocation for 2014/15 was received in March 2015 and the 2015/16 allocation notified in September 2015 and as a result discussion was required to determine the effective utilisation of these allocations. As a result of the requirement to strategically plan the expenditure no expenditure was incurred during 2015/16.</p> <p>The Carry Forward is required to allow the E&CS service to implement Scotland's Youth Employment Strategy. As indicated above work has begun within the E&CS service to implement the recommendations of the strategic document. Strategically, the combined budget is required to deliver on the DIYW action plan which will take forward identified and committed developments in schools, HR, Economic Development, CLD and targeted areas of intervention.</p> <p>Note - Within the current reserves there is a balance of £400,000 earmarked for the Youth Employment Strategy.</p>
	0	738	

ABERDEENSHIRE COUNCIL
END YEAR FLEXIBILITY REQUESTS 2015/16
ADULT SOCIAL WORK

Budget Page	Amount Requested (EYF) (£'000)	Amount Requested (Ring Fenced) (£'000)	Purpose of Request
Criminal Justice - Grant Funded Services	0	18	<p>Community Justice</p> <p>The Community Planning Partnership received formal notice in January 16 of three years of transition funding intended to provide partners with sufficient time to take on their community justice role as well as make arrangements amongst key partners to share capacity and resources for the new model for Community Justice going forward. Three year transitional funding of £50,000 per year was then allocated to the Criminal Justice Service to manage the redesign of the service. Although the Partnership & Criminal Justice Service had some informal notification about this funding and began the recruitment process before the funding was formalised, there has been slippage with the timing, leaving £18,000 of the £50,000 unspent at the end of March 16</p> <p>The funding in 2015/16 is the first part of a three year programme and £50,000 will be spent in 2017/18 & 2018/19 with the balance of £18,000 in 2019/20..</p>
Older People - Joint Equipment Service	23	0	<p>Msoft - Stock Control System</p> <p>The Joint Equipment Service based in Inverurie has been planning to replace the Msoft IT system for stock management and handheld devices within the service for around the last year. Specifically, the existing system will cease to be supported by the supplier, as it is being replaced with the enhanced product planned for purchase by Aberdeenshire, therefore replacement is unavoidable. Various technical, logistical and procurement issues have held it up along with the ability of the supplier to work to the Councils timeframes in what is a very niche market. A project team is in place with an ICT review project. All forward planning has taken place and an implementation plan agreed.</p> <p>The Msoft system will be a step forward for the functionality and efficiency of the store allowing a faster and more precise management system for stock. There was planned capacity built into the annual Aids and Adaptations budget in 2015/16 for this purchase but unfortunately everything has not been in place to allow this to happen .£7,500 is required for the site licence, £9,839 for 12 handheld devices, with £613 for a barcode printer and a further £2,592 for 4 delivery notes printers, along with £2,000 for staff training which totals £22,544. The recurring operational budget of the JES can accommodate the annual running cost of the system of £14,750 per annum. The contract should be signed by September 16 with full implementation by March 17.</p>

ABERDEENSHIRE COUNCIL
END YEAR FLEXIBILITY REQUESTS 2015/16
ADULT SOCIAL WORK

Budget Page	Amount Requested (EYF) (£'000)	Amount Requested (Ring Fenced) (£'000)	Purpose of Request
Older People - Joint Equipment Service	26	0	<p>Daytime Responder Equipment</p> <p>The Joint Equipment Service had planned to purchase ten pieces of equipment for use by the new daytime responder care teams, to use as a device to lift uninjured fallers. The establishment of these teams had been expected to conclude by March 2016, ready to use the equipment, however this was delayed due to carer recruitment difficulties. As a result, the equipment was not purchased in advance of capacity to put it into service.</p> <p>The daytime responder teams are now almost all established – some recruitment remains unfinished, however all teams are expected to be up and functioning by end of June 2016. With the Scottish Ambulance Service no longer responding to (turning out to lift) uninjured fallers, an increasing demand on the day time and out of hours responder teams is to deal with uninjured fallers (as evidenced by service records). The equipment planned for purchase has specific advantages for both staff and clients to meet this need in a safe, efficient and effective way (demonstrations have been provided) – capacity to lift an uninjured faller with one rather than two care staff, less manual handling required to safely lift a fallen person, greater stability than existing equipment currently used, leading to safer process and more successful outcome. The intention is for each of ten day time responder teams to have one of these lifting devices, shared with the out of hours responder teams. With the majority of the responder teams now up and running, staff are now keen to have access to this equipment to meet presenting need.</p>
Older People - Home Care	40	0	<p>Home Carer Handsets</p> <p>This budget page covers internal homecare across Aberdeenshire. There has been an under spend in this budget page in 2015/16 due to efficiencies and slow start up of the day time responder service and delays to the planned replacement of home care mobile handsets for the OfficeBase system. Specifically, the replacement of all Homecarer handsets (650) was planned and budgeted for during 2015/16 but was delayed due the corporate timelines and negotiations associated with the Council's organisation-wide handset replacement programme and telephony contracts.</p> <p>The OfficeBase system is requiring to replace handsets for all Homecarers. The way has now been cleared for this to proceed and the contract should be signed by September with full implementation by March 17 costing £32,500 (650 handsets) plus initial set up costs of £7,363. Last year's underspend will be non-recurring as we move into 2016/17 when day time responders are fully recruited and the home care budget has to fund (as provisioned for) the higher running costs of the new Office Base handsets. There is, however, no built in capacity within the service budget for 2016/17 to meet the one off capital costs to replace the handsets, therefore carry forward of the funds unspent last year is sought to meet these essential costs.</p>

ABERDEENSHIRE COUNCIL
 END YEAR FLEXIBILITY REQUESTS 2015/16
 BUSINESS SERVICES

Budget Page	Amount Requested (EYF) (Ring Fenced) £'000	Amount Requested (£'000)	Purpose of Request
Community Planning	11		<p>As soon as the Policy, Performance & Improvement Service Review is implemented we can recruit to the vacant posts and progress projects. Projects which will be supported by the Carry Forward are:</p> <ul style="list-style-type: none"> • Launch of new CPP Website - by September 2016 • Delivery of evidence narratives (strategic needs assessments) to support Local Outcome Improvement Plan priorities – 4 narrative statements will be available from late Summer 2016 to support consultation and engagement with communities and partners. The narratives will be formally published alongside the LOIP in April 2017 • Workshops and engagement sessions will be developed and supported from June 2016 onwards to support consultation, engagement and action planning on the LOIP draft priorities – July 2016 <p>The Carry Forward will match fund the 2015/16 unspent contributions from Partners that the Community Planning Partnership Board agreed to carry forward into 2016/17. If the Aberdeenshire Council contribution to the joint budget cannot be carried forward, the remaining underspend will also be unavailable to the CPP.</p>

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