

**Business Operations and Partnerships Department**

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Date: 31 March 2023

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TO: Councillors O O'Donnell (Chair); A Anderson (Vice Chair); D Devlin and K Pragnell.

**CABINET**

A meeting of the Cabinet will be held in the Council Chambers, East Renfrewshire Council Headquarters, Eastwood Park, Giffnock on **Thursday, 13 April 2023 at 10.00am.**

The agenda of business is as shown below.

**Louise Pringle**

L PRINGLE

DIRECTOR OF BUSINESS OPERATIONS & PARTNERSHIPS

**AGENDA**

1. **Report apologies for absence.**
2. **Declarations of Interest.**
3. **Joint Consultative Committee (1<sup>st</sup> Tier) – Note of meeting of 16 February 2023 (copy attached, pages 3 - 6).**
4. **Estimated Revenue Budget Outturn 2022/23 – Report by Head of Accountancy (Chief Financial Officer) (copy attached, pages 7 - 48).**
5. **Procurement Strategy 2023-26 – Report by Chief Procurement Officer (copy attached, pages 49 - 72).**
6. **Roads Resurfacing Works Programme 2023/24 – Report by Director of Environment (copy attached, pages 73 - 82).**
7. **The East Renfrewshire Council (Schools Streets) (Giffnock Primary School) (Prohibition of Vehicles) (Traffic Regulation) Order 2023 – Report by Director of Environment (copy attached, pages 83 - 88).**

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**A recording of the meeting will also be available following the meeting on the Council's YouTube Channel <https://www.youtube.com/user/eastrenfrewshire/videos>**

## NOTE

of

## JOINT CONSULTATIVE COMMITTEE (FIRST TIER)

Note of Inquorate Meeting held at 2.00pm in the Council Chamber, Council Headquarters, Giffnock on 16 February 2023.

**Present:**

Councillor Andrew Anderson  
Councillor Tony Buchanan

Councillor Owen O'Donnell

**Union Representatives:**

Karen Catlow (UNISON)

Des Morris (EIS)

Councillor Owen O'Donnell in the Chair

**Attending:**

Lorraine McMillan, Chief Executive; Louise Pringle, Director of Business Operations and Partnerships; Margaret McCrossan, Head of Accountancy (Chief Financial Officer); Phil Daws, Head of Environment (Strategic Services); Sharon Dick, Head of HR and Corporate Services; Lee McLaughlin, Head of Adult Services – Communities and Wellbeing; Tracy Morton, Education Senior Manager (Developing People); Linda Hutchison, Senior Committee Services Officer; and Liona Allison, Assistant Committee Services Officer.

**Apologies:**

Maria Brown (GMB); and Steven Larkin (UNISON).

**Quorum**

In accordance with the Constitution, there being only 2 Trade Union (TU) representatives present, in the absence of a quorum the meeting proceeded on an informal basis.

It was noted that, in view of this, any proposed decisions would require to be ratified at the next formal meeting of the committee.

**Introductory Remarks**

On behalf of the committee, Councillor O'Donnell requested that condolences be passed to Mr Larkin regarding his recent bereavement.

## MINUTE OF PREVIOUS MEETING

1. The committee considered and approved as a correct record the Minute of the meeting held on 15 September 2022.

## REVENUE BUDGET 2023/24

2. Under reference to the Minute of meeting of 15 September (Item 2 refers) when an update on the budget had been noted, the Head of Accountancy (Chief Financial Officer) provided an overview of the planning assumptions made in summer 2022 for the revenue budget 2023/24 which had included that a three year budget would be set, a flat cash grant settlement and a Council Tax increase of 3%. It had also been assumed that both the Integration Joint Board (IJB) and East Renfrewshire Culture and Leisure Trust (the Trust) would operate within flat cash budgets and determine their own savings. On this basis, a savings gap of £30m remained for Council services, excluding the IJB and the Trust. Reference was made to departmental saving options of over £33m identified over a period of 3 years on which there had been consultation with the TUs and the public. The limited scope that existed for reserves to be used, and that the figures had been subject to change, dependent on the final settlement received from the Scottish Government and the finalisation of spending pressures, were also referred to.

The Head of Accountancy (Chief Financial Officer) outlined the position on the 2023/24 settlement confirmed by the Scottish Government, clarifying it had been for one year only, and that the total grant expected was £223.066m, which was a cash increase of £9.07m over the previous year equating to 4.2%. It was highlighted that this included £2.8m allocated to the IJB for social care; £1m for early learning centres and free school meals; £0.8m and £2.6m for the 2021/22 and 2022/23 pay awards respectively; and £0.3m for other new Scottish Government initiatives. Across services there had been a net general Grant Aided Expenditure (GAE) increase of £1.8m, and there had also been an increased contribution to the floors arrangement of £0.3m.

Having confirmed that, on a like for like basis, there had been a cash increase of approximately £1.5m, equating to 0.7% compared to 2022/23, the Head of Accountancy (Chief Financial Officer) referred to two conditions that applied to the settlement, these being to maintain teacher numbers, and that the minimum contribution to the IJB required to be a flat cash increase compared to the previous year plus any new additional funding made available. She clarified that the new Non-Domestic Rates revaluation costs had the effect of reducing the like for like cash increase by £1.2m, but reported that the position had been appealed and that it was hoped that there would be a slight improvement regarding this.

Whilst commenting further on the impact of the 2023/24 settlement, she highlighted that departments were facing pressures of almost £13m due to inflation and pay pressure; that other pressures of £0.7m had been identified which included increased demand for services; but more positively that additional Council Tax of £0.7m should be received due to there now being a higher number of properties in the area. Having referred to an unfunded shortfall from 2022/23 due to the use of £5.3m of reserves that year, assuming a 3% increase in Council Tax, the funding gap which required to be filled for 2023/24, taking account of the financial settlement, was £16.737m.

The Head of Accountancy (Chief Financial Officer) outlined options to close the revenue gap which were departmental savings, use of reserves, a Council Tax increase, and use of fiscal flexibilities. As shared with the TUs, options had been identified for departmental savings totalling £4.742m, which were regarded as complex but deliverable, from over £30m considered over a three year period. There was also a need to approve a further £3m for 2024/25 given lead in time required.

Earlier in the financial year, the Council had been forecasting a general reserve of £6.130m at 31 March 2023, which equated to about 2.17% of annual budgeted net revenue expenditure and fell within the recommended range of 2-4%. It was highlighted that the use of reserves was only a short term, one off measure, and explained that a more recent forecast suggested the position could have improved a little.

There were no Scottish Government restrictions on Council Tax increases for 2023/24, although the Council recognised the economic challenges facing residents. It was reported that each 1% Council Tax rise would raise approximately £632k.

Regarding fiscal flexibilities, it was explained that the Scottish Government would allow the Council to account for Private Finance Initiative (PFI) debt over the lifetime of an asset rather than the lifetime of the contract in place. This could possibly generate a £14.8m one-off saving in addition to a recurring £2.7m annual saving.

The Head of Accountancy (Chief Financial Officer) reported that the various budget proposals would be considered by the Council on 1 March, which would allow sufficient time for Council Tax bills to be issued. She added that the outlook for 2024/25 and 2025/26 remained poor due to expected flat cash settlements. It was intended to review the position further in March after the United Kingdom and Scottish Government budgets had been set, which it was hoped would enable a multi-year budget to be set in future.

In terms of the capital budget, the Head of Accountancy (Chief Financial Officer) clarified that the amount remained close to a flat cash settlement. It was highlighted that construction inflation remained high and that substantial borrowing would be required in future to cover planned projects examples of which were cited, with the resulting loan charge increases requiring to be met from future revenue budgets placing further pressures on them.

Ms Catlow expressed gratitude for the information shared with the TUs. Having referred to the scale and impact of the cuts facing the education department, she requested that a commitment be made to no compulsory redundancies. Supporting the comments made, Mr Morris referred to the great concerns held for employees and education service provision, confirming that concerns he and Mr Larkin had expressed to the Budget Strategy Group remained.

Councillor O'Donnell acknowledged the validity of concerns expressed, but confirmed that a commitment to no compulsory redundancies could only be made by the Council and that everything possible would be done to reduce the impact of savings which he stated were as unacceptable to Councils as they were to the TUs. Having referred to the scale of the budget gap faced, he commented that none of the decisions facing the Council were easy or would be taken lightly. He encouraged the TUs to continue to lobby the Scottish Government, adding that he would also be making representations. He stressed that the budgetary position for 2024/25 and 2025/26 looked even more challenging, and that all Council Leaders shared concerns regarding the budgetary position.

The Head of Accountancy (Chief Financial Officer) confirmed that the bulk of savings proposed related to education services which also reflected the scale of that department relative to others. She also confirmed that the IJB and the Trust would be making their own decisions on savings.

The committee noted the position and comments made.

### **SCOTTISH NEGOTIATING COMMITTEE FOR TEACHERS 2022/23 PAY CLAIM**

3. Under reference to the Minute of meeting of 15 September (Item 4 refers) when an update on pay negotiations had been noted, Mr Morris referred to the latest pay offer for teachers which had been rejected. He reported that the next meeting of the Scottish Negotiating Committee for Teachers (SNCT) was scheduled to take place a little later in the month, following which a formal response to the latest pay offer would be given. Whilst referring to forthcoming industrial action, he confirmed that the next national strikes were scheduled to take place on 28 February and 1 March following which further rolling action was planned, the dates of which remained to be confirmed.

Mr Morris expressed the view that the most recent pay offer indicated that additional funds were available, expressing disappointment that the offer had not been higher and hope that the next one made could be recommended for acceptance. He stated that the SNCT's pay claim for 2023/24 was likely to be submitted following its forthcoming meeting.

In response to Councillor Anderson who requested clarification why it had taken 3 months after the previous pay offer to make the most recent one and referred to the impact of industrial action on schools and forthcoming exams, Mr Morris reported that all he could refer to was the timeline for the 5 pay offers made on a 3 monthly basis, not the reasons why that had been the case. He considered the delay in resolving the position completely unreasonable given that the 2022/23 pay increase was due in April 2022. He confirmed when industrial action was planned relative to the forthcoming examination period.

The committee noted the position and comments made.

### **COUNCIL HEALTH AND SAFETY COMMITTEE**

4. The committee considered and noted the Minute of the meeting of the Council's Health and Safety Committee held on 29 November 2022.

### **DATE OF NEXT MEETING**

5. It was noted that the next formal meeting was scheduled to take place on Thursday, 18 May 2023.

CHAIR

EAST RENFREWSHIRE COUNCILCABINET13 April 2023Report by Head of Accountancy (Chief Financial Officer)ESTIMATED REVENUE BUDGET OUT-TURN 2022/23**PURPOSE**

1. To advise Cabinet of the estimated projected revenue out-turn for 2022-23. The report provides details of expected year end variances for each department at period 10, based on the financial position as at 31 January, 2023 and subsequent assessment of pressures arising from COVID-19.

**RECOMMENDATION**

2. It is recommended that:
  - members note the continued financial pressures on operational services arising from the COVID-19 pandemic and that it is expected to cover these from the COVID grant reserve.
  - members note the forecast underlying General Fund operational underspend of £2.624m (including an increase in Council Tax income of £0.150m) together with the HRA operational overspend of £0.133m.
  - members approve service virements and operational adjustments as set out in the notes to the tables on pages 14 to 31 and note the reported probable out-turn position

**BUDGET MONITORING STATEMENTS**

3. The attached budget monitoring statements provide information in respect of:-
  - Detailed variance analysis between budgeted and out-turn expenditure
  - Service virement and operational budget adjustments

**BACKGROUND**

- 4 This report shows the out-turn position as at period 10 against the Council's approved revenue budget for 2022-23, as adjusted to comply with accounting requirements and subsequent Cabinet operational decisions.

The revenue budget for 2022-23 approved by the Council on 3 March 2022 has been adjusted for monitoring purposes as follows:-

	£'000
Budgeted net expenditure per 3 March 2022 report to Council	275,181
Capital Financing - Loans Charge Adjustment (Note 1)	(8,966)
Service Operational Capital Charge Adjustment (Note 2)	20,667
Accountancy adjustments for Ring Fenced Revenue Grants (Note 3)	(9,950)
Restated net expenditure	<u>276,932</u>
Additional General Revenue Grant (Note 4)	12,847
	<u><u>289,779</u></u>

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**Note 1.** The net expenditure agreed on 3 March 2022 includes the Council's budgeted capital financing costs (Loans Charges). These comprise of principal repayments, cost of interest payments and other expenses, associated with the purchase of capital related expenditure and are managed within the Loans Fund. These costs are removed from the approved budget as they are not allocated out to individual services and therefore are not deemed to form part of a service's operational revenue budget. The main reason for this approach is that the Loans Charges do not reflect current operating costs as they comprise of loan repayments over long periods of time resulting from past decisions on funding terms of prior purchases of capital expenditure and do not reflect the true current operational cost of using these capital assets. In order to provide a comprehensive and current measure of a service's operating costs, a capital charge is included within the service's operating revenue budget. This is in the main a depreciation charge based on a true annual usage cost of all capital assets used within the service and is calculated via current asset cost valuations and the useful remaining life of the asset. Capital charges were introduced when Capital Accounting was adopted by LASAAC and the Accounting Code of Practice in the preparation of Local Authority Financial Accounts. The use of capital charges is also to provide a more accurate total cost of an operation or service that can then be measured and compared with other service providers, both external and internal.

**Note 2.** This is the adjustment required to include the appropriate capital charges in the Council's service budgets instead of the capital financing costs removed as described above.

**Note 3.** Ring Fenced Revenue Grant is a resource element within the 2022-23 Local Government Finance Settlement and is not included within Service budgets in the approved Council's 2022-23 Revenue Budget exercise. In compliance with LASAAC on the preparation of Local Authority Financial Accounts, designated Ring Fenced Grants should be reported as income within Service budgets that it is specific to and this adjustment adheres to reporting guidelines. This funding resource is noted in the adjustment funding schedule below.

**Note 4.** This is additional General Revenue Grant funding that has been received by the Council as a redetermination of the 2022-23 Local Government Finance Settlement and is noted in the adjustment funding schedule below.

### Schedule of adjustment funding (Note 3 and Note 4)

<b>Funding Source</b>	<b>Description</b>	<b>Service</b>	<b>£'000</b>
Ring Fenced Rev Grant	Pupil Equity Fund	Education	1,326
Ring Fenced Rev Grant	1140 Hours Expansion	Education	7,998
Ring Fenced Rev Grant	Gaelic	Education	12
Ring Fenced Rev Grant	Criminal Justice	HSCP	614
		<b>Note 3</b>	9,950
General Revenue Grant	Free School Meals (P4&5)	Education	1,160
General Revenue Grant	Free School Meals -Holidays	Education	217
General Revenue Grant	Remov. of Core Curr. Charge	Education	182
General Revenue Grant	Instrument Music Tuition	Education	390
General Revenue Grant	Easter Study Support	Education	43
General Revenue Grant	Summer Holiday Provision	Education	118
General Revenue Grant	Discretionary Payments	BOP	455
General Revenue Grant	Social Care Invest & Trans.	HSCP	3,701
General Revenue Grant	SNCT Pay Award (2021/22)	Education	836
General Revenue Grant	Whole Family Wellbeing Fd.	HSCP	492
General Revenue Grant	Induction Funding	Education	2,619
General Revenue Grant	Pay Award (not fully funded)	Various	2,598
General Revenue Grant	Adult Disability Payment	HSCP	36
		<b>Note 4</b>	12,847



The report reflects the required accountancy treatment of the IJB in that the Council makes a contribution to the IJB and the IJB then makes a contribution to the HSCP equal to the costs of the activities that the IJB has directed the HSCP to undertake. The HSCP will in operation terms have a net expenditure of zero. However an accounting entry of £1,340,500 has been added to reflect capital charging policies. This sum does not require to be funded.

## BUDGET PERFORMANCE

5. As at 31 January 2023, the actual position against the phased budget shows a total net underspend of £1.627m.
6. The forecasted outturn table below shows an overall favourable variance of £2.341m. This comprises of an adverse variance of £0.133m for the HRA and a favourable variance of £2.474m for the General Fund. Taking into account the additional council tax income of £0.150m, generated from the higher than expected number of new properties, the overall favourable variance on the general fund increases to £2.624M.
7. It is anticipated that the forecast pandemic pressures of £6.608m will be covered by utilising COVID grant resources previously awarded to the Council.
8. The projected operational outturn includes the impact of the significant increased inflationary pressures arising within Utilities, Transport and PFI/PPP contracts. The projected operational outturn also includes the agreed pay award for local government employees together with the previously proposed 5% pay award for teaching staff and the additional income provided by the Scottish Government to partly fund these pay awards. The additional 2% pay award subsequently agreed with teaching staff will be fully funded by the Scottish Government and will not affect the overall projected outturn.
9. Effective management action has been taken throughout the year to mitigate these expenditure pressures and recent savings due to strike action have also assisted in improving the forecasted outturn position.

The estimated increase in Council Tax income of £150,000 reflects a higher than expected number of new property additions during the year off-set by appeals relating to previous financial years. The council tax income may change further at year-end depending on the level of bad debt provision included within the accounts, this will be determined as part of the year end accounting exercise and is dependent on the allocation of income to individual financial years.

The table below provides detail of each department's operational position as at 31 January.

Department	Period 10 Position £'000
Education	6,309
Contribution (to) IJB	(1,913)
Environment (Incl. O/Housing)	(1,147)
Environment – Support	(700)
Business Operations & Partnerships	(1,061)
Business Operations & P'ships - Support	(542)
Chief Executive's Office	(33)
Chief Executive's Office - Support	132
Other Expenditure & Income	236
Joint Boards	20
Corporate Contingency	0

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HSCP	108
Housing Revenue Account	218
<b>Total £ Variance</b>	<b>1,627</b>
Total Budgeted Expenditure	216,501
<b>% Variance</b>	<b>0.75%</b>

The table below provides a comparison of each department's estimated projected revenue out-turn variance.

Department	Forecasted Outturn				
	Period 03 £'000	Period 05 £'000	Period 07 £'000	Period 09 £'000	Period 10 £'000
Education	(1,984)	(1,732)	(1,418)	84	1,203
Contribution (to) IJB	0	0	0	0	0
Environment (Incl. O/Housing)	(184)	(361)	(304)	(260)	(224)
Environment – Support	5	(10)	79	63	97
Business Operations & Partnerships	(56)	(174)	(345)	(352)	(244)
Business Operations & P'ships - Support	(91)	277	246	257	139
Chief Executive's Office	17	17	111	86	95
Chief Executive's Office - Support	(59)	(93)	(93)	(59)	(51)
Other Expenditure & Income	931	921	1,233	1,369	1,369
Joint Boards	20	20	20	20	20
Corporate Contingency	12	12	82	82	70
HSCP	0	0	0	0	0
Housing Revenue Account	(109)	(109)	(109)	(123)	(133)
<b>Total £ Variance</b>	<b>(1,498)</b>	<b>(1,232)</b>	<b>(498)</b>	<b>1,167</b>	<b>2,341</b>
Total Budgeted Expenditure	275,055	279,592	280,084	288,989	289,779
<b>% Variance</b>	<b>(0.54%)</b>	<b>(0.44%)</b>	<b>(0.18%)</b>	<b>0.40%</b>	<b>0.81%</b>

Notable variances are as follows:-

**i) Education**

The current position at period 10 is an underspend of £6,309k and is mainly due to a combination of timing (due to the pay award settlement for teaching staff) and real variances (including reductions in payroll costs due to industrial action) within Payroll costs and a real variance in food provision costs which are partly offset by real variances within Utilities, PFI/PPP/Hub contracts and Transport contracts. The year end forecast indicates an underspend of £1,203k as a result of reduced payroll costs mainly due to recent industrial action by teaching staff and an underspend in relation to the Catering Service, both of which help to mitigate the inflationary pressures experienced by the department this year. These underspends offset the increased costs within Utilities, PFI/PPP/HUB contracts and Transport contracts due to inflationary pressures. Due to the timing of this report the forecast does not incorporate the latest information on the recently agreed teachers' pay award (see paragraph 5 above). Costs of £1,446k which are a result of Covid, will be met from the Covid grant reserve and do not affect the net budget or forecast.

**ii) Contribution to IJB**

The current position at period 10 is an overspend of £1,913k and is due to timing variances arising from the phasing / profiling of funding arrangements. This is expected to be in line with budget at the year-end.

**iii) Environment**

The current position at period 10 is an overspend of £1,147k and consists of a number of offsetting favourable and adverse variances. In Economic Development, grant funded expenditure has been incurred but has not yet been offset by the corresponding grant income which is due. There are offsetting variances in Accommodation arising from delayed receipt and processing of invoices. There are further offsetting variances in Neighbourhood Services given the high levels of vacancies being experienced and income timing variances. In Transport, inflationary pressures, particularly with regards to fuel costs, are causing real overspends. The year-end forecast indicates an overspend of £224k, this includes the impact of the pay award. In addition, the overspend is due to increased costs within Other Housing Temporary Accommodation, contract inflation within the Waste Management service and inflationary pressures being experienced within Transport. Planning and Building Warrant fees are expected to under-recover. The spending pressures will be partially offset with over-recoveries in operational income and external grants. Costs of £3,100k, which are a result of covid, will be met from Covid grant reserve and do not affect the net forecast position.

**iv) Environment – Support**

The current position at period 10 is an overspend of £700k. In the main this is due to timing variances arising from delayed processing of both staff and contractor cost recharges to capital. The year-end forecast indicates an underspend of £97k. Whilst this includes the impact of the pay award, the service is carrying a number of vacancies to offset this. Costs of £75k which are a result of Covid, will be met from the Covid grant reserve and do not affect the net budget or forecast.

## v) **Business Operations & Partnerships**

The current position at period 10 is an overspend of £1,061k and is mainly due to timing variances arising from Housing Benefit spend and recovery of associated grant income. There are real variances within Housing Benefit spend and delayed implementation of a restructure within Community Safety.

The year end forecast indicates an overspend of £244k which is mainly due to additional Housing Benefit spend, delayed implementation of the Community Safety restructure and increased accommodation recharges due to utility inflationary pressures with offsetting payroll variances across several divisions. Costs of £1,703k which are a result of Covid, will be met from Covid grant reserve that do not affect the net budget or forecast.

## vi) **Business Operations & Partnerships – Support Services**

The current position at period 10 is an overspend of £542k and is mainly due to timing variances arising from payments on ICT contracts and an overspend on staff costs within the Human Resources section, the latter will be recovered from the Covid grant reserve. The year end forecast indicates an underspend of £139k which is mainly due to ICT contract savings, off-set by an increased renewal cost for the HR/Payroll system and other offsetting payroll variances across several divisions. Costs of £256k which are a result of Covid, will be met from the Covid grant reserve and do not affect the forecast.

## vii) **Chief Executive's Office**

The current position at period 10 is an underspend of £99k and is due to staff vacancies within Internal Audit partly offset by lower Licensing income. The year end forecast indicates an underspend of £44k which is mainly due to an increase in interest earned on temporary investment balances together with staff vacancies, partly offset by redundancy costs and an increase in accommodation recharges due to utility inflationary pressures. Costs of £28k which are a result of Covid, will be met from the Covid grant reserve and do not affect the net budget or forecast.

## viii) **Other Expenditure**

The current position at period 10 is an underspend of £236k and is in the main a real variance within Pension Additional Allowances costs. The year end forecast indicates an underspend of £1,369k and mainly reflects the contingent nature of the Council's change programme and the sufficiency to meet operational events and demands that may arise during the year but have not as yet materialised or been confirmed. This could still be subject to change during the finalisation of the year-end accounts, depending largely on the level of severance costs associated with service reviews.

## ix) **Integration Joint Board (IJB) Contribution/ Health & Social Care Partnership (HSCP)**

The IJB expects the year end forecasted overspend of £223k, largely related to adult intensive services and mental health recovery services, will be met from the IJB reserves. Additional Covid related costs estimated at £3,100k will be met from the IJB covid grant reserve.

x) HRA

The current position at period 10 is an underspend of £218k and is mainly due to timing including variances arising from delayed receipt of subcontractors invoices. The year-end forecast indicates an overspend of £133k and includes the impact of the pay award. In addition, an overspend on utility costs and subcontractor costs is projected given the current inflationary pressures being experienced. These overspends are partially offset by additional rental income being received from additional new build stock acquired. The estimated drawdown from the HRA reserve during the year is £366k, being the original drawdown approved as part of the rent setting process for 2022/23 of £233k together with the forecasted overspend of £133k.

10. The Council's projected revenue out-turn position is reported as a net underspend of £2.624m, and assumes that £6.608m of General Fund COVID pressures will be met from the covid grant reserve. The report has highlighted the continued financial pressures on services arising from the COVID-19 pandemic and the significant inflationary pressures arising within Staff Costs (pay awards), Utilities, Transport and PFI/PPP contracts. Management action taken to address current year pressures is having a positive impact in reducing the Council's projected expenditure at year-end and this trend is expected to continue in line with experience in previous years.

**RECOMMENDATIONS**

11. It is recommended that:

- members note the continued financial pressures on operational services arising from the COVID-19 pandemic and that it is expected to cover these from the COVID grant reserve.
- members note the forecast underlying General Fund operational underspend of £2.624m (including an increase in Council Tax income of £0.150m) together with the HRA operational overspend of £0.133m.
- members approve service virements and operational adjustments as set out in the notes to the tables on pages 14 to 31 and note the reported probable out-turn position

**REPORT AUTHOR**

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Report date 28th March 2023

**BACKGROUND PAPERS**

The report refers to the attached budgetary monitoring statements.

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**BUDGET MONITORING REPORTS**  
**PERIOD 10**  
**as at 31 January 2023**

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**EDUCATION**  
**PROBABLE OUTTURN FORECAST AS AT 31st JANUARY 2023 - £1,202,500 UNDERSPEND**

**Pre Five Education (£100,800 underspend)**

The underspend arises as a result of a forecast underspend in centrally based staff costs (£102k), reduced payroll costs as a result of recent industrial action by teaching staff (£36k), non domestic rates (£10k) and an underspend in devolved school management budgets (£26k). This underspend is partially offset by a forecast overspend on insurance excess costs (£14k) and also utility costs (£64k) as a result of inflation.

**Primary Education (£100,100 overspend)**

The overspend relates to a number of variances including a forecast overspend on utility costs (£504k) and PFI/PPP contract costs (£131k) due to higher than budgeted inflationary uplifts. An overspend is also forecast on insurance costs (£38k), uplift of waste costs (£41k), on school meals (£72k) and in relation to the write-off of school meals debt (£37k). This overspend is partially offset by an underspend in centrally managed staffing budgets (£51k), reduced payroll costs as a result of recent industrial action by teaching staff (£659k).

**Secondary Education (£317,300 underspend)**

The underspend arises as a result of an underspend in centrally managed staffing budgets (£111k), reduced payroll costs as a result of recent industrial action by teaching staff (£678k), and devolved school management budgets (£33k). An underspend is also projected in relation to the school meals service reflecting the reduction in uptake of meals earlier in the financial year and recent school closures due to industrial action (£272k). Similar to the Primary sector, overspends are projected in relation to utility costs (£325k), insurance costs (£57k), uplift of waste (£11k) and higher than budgeted costs in relation to PFI/PPP/HUB contracts (£379k).

**Special Education (£226,800 overspend)**

An overspend is forecast in relation to detriment costs associated with the delivery of approved savings (£67k), insurance costs (£11k), utility costs (£9k), transport costs (£185k) and specialist equipment costs (£55k). This overspend is partially offset by reduced payroll costs as a result of recent industrial action by teaching staff (£76k) and in payments to other agencies (£19k).

**Schools Other (£220,000 underspend)**

The underspend relates to additional turnover, lower than budgeted oncosts, and the impact of recent industrial action forecast within the music service and modern apprentice vacancies which are not expected to be filled (£105k). An underspend is also forecast in relation to insurance premium costs (£64k), superannuation additional allowances (£52k) and in relation to ParentPay transaction fees following the introduction of Free School Meals for Primary 4 and 5 and the removal of instrumental music tuition charges (£10k).

**Transport (£76,900 overspend)**

An overspend is forecast in relation to SPT costs (£32k) based on the latest information available and vehicle hire costs (£21k). An under-recovery is forecast in relation to privilege travel income based on year to date and prior year experience (£24k).

**Facilities Management (£1,136,300 underspend)**

An underspend is forecast in relation to reduced net expenditure on the Catering service (£996k) due to additional staff turnover achieved and an underspend in food provisions costs and other supplies and services. In addition an underspend is forecast in relation to the cleaning and janitorial service mainly as a result of additional staff turnover (£140k).

**Culture and Leisure Services (£320,900 overspend)**

The overspend relates mainly to a forecast overspend on utility costs (£288k) as a result of inflation and also the estimated claim for loss of income arising as a result of the ongoing capital works at Eastwood High school (£82k). An overspend is also forecast in relation to insurance excess costs (£12k). This is partially offset by an agreed reduction in the service fee (£61k).

**Other Services (£152,800 underspend)**

The underspend relates to additional staff turnover forecast to be achieved within the quality improvement, administration, adult learning and psychological services teams and also the impact of recent industrial action (£180k) and an underspend in recruitment advertising (£30k). This is partially offset by an overspend in legal expenses (£23k), clothing grants (£7k) and a higher than budgeted direct accommodation recharge due to increased utility costs (£25k).

**Summary:** Period 10 figures have been prepared on a probable outturn basis and therefore reflect anticipated full year costs. This forecast, which is based on the information currently available, indicates an operational underspend of £1,202,500. The forecast incorporates the estimated impact of the recently agreed local government pay award and the 5% pay award previously offered to teaching staff and recent associated industrial action. As outlined in paragraph 5 of the main report the additional 2% pay award agreed with teaching staff will be fully funded by the Scottish Government and not affect the overall projected outturn. Management action continues to be taken to avoid all non-essential expenditure. In addition to the operational variances outlined above the department will also incur estimated Covid costs of £1,446k during this financial year which will be met from the Covid grant reserve.

Overall the main variances forecast at period 10 can be summarised as underspends in staffing (£2,071k) which includes reduced payroll costs as a result of recent industrial action by teaching staff, devolved school management budgets (£60k), and the catering service (including school meals) (£1,200k). This position is offset by overspends in relation to the increased costs of utilities (£1,190k), insurance (£68k), uplift of waste (£52k) and PFI/PPP/HUB contracts (£510k) as a result of higher than budgeted inflation and increased transport costs (£262k).

The main movements from the previous forecast are a reduction in payroll costs mainly as a result of recent industrial action by teaching staff (£613k) and an increase in the projected underspend in relation to the catering service (£541k) together with a reduction in the overspend forecast in relation to utilities (£127k). This is partially offset by a reduction in the projected underspend in devolved school management budgets (£189k).

**20**

**CONTRIBUTION TO INTEGRATION JOINT BOARD**

**PROBABLE OUTTURN FORECAST AS AT 31st JANUARY 2023 – Nil Variance**

**Contribution to Integration Joint Board (IJB) ( Nil variance )**

The projected outturn position reflects agreed additional funding within the contribution to the Integration Joint Board.

**Summary:**

The projected outturn position, is that the contribution to IJB is in line with agreed funding.

## ENVIRONMENT – NON SUPPORT

### PROBABLE OUTTURN FORECAST AS AT 31st JANUARY 2023 - £224,000 OVERSPEND

#### **Directorate & Management - incl. Environment Strategy/Operational Management (£4,800 Overspend)**

Whilst payroll costs are projected to overspend (£135k), contributions from Spend to Save / Modernisation Funds (£85k) and external grant income (£65k) will offset this. Electricity costs associated with electric vehicle charging points are projected to overspend (£20k).

#### **Properties (Environment & Non-Operational) (£68,700 Underspend)**

Rental income is expected to over-recover (£23k), whilst an underspend on Street Nameplates (£10k) is also projected. Additionally, spend on non-operational properties is projected to underspend (£35k).

#### **Planning and Building Control – incl. Strategy BI Team (£83,900 Overspend)**

Whilst payroll costs are projected to overspend (£35k), a contribution from the Modernisation Fund (£30k) will partially offset this. Fee income is projected to under-recover (£70k) given reduced demand amidst the current economic climate. Small overspends across Supplies & Services are also projected (£10k).

#### **Economic Development (£8,600 Underspend)**

Additional grant income (£2.1m) in relation to Employability and the Local Authority Covid Economic Recovery Fund will offset grant related payroll costs, supplies & services and payments to other bodies. Income from Property Rentals is expected to over-recover (£20k). Property costs are likely to overspend (£10k) due to inflationary pressures. Additionally, spend to reconfigure Greenlaw Business Centre into a covid safe working environment will be incurred, which will be offset with covid grant monies.

#### **Roads (£82,300 Overspend)**

Additional grant income (£570k) is expected to offset corresponding overspends in payroll and contractor costs. Expenditure on both Road Materials (£30k) and Transport costs are projected to overspend (£165k) given ongoing inflationary pressures. School Crossing Patroller costs are projected to underspend (£120k) given the level of vacancies across the service. Income from Decriminalised Parking has yet to recover to pre-pandemic levels (£70k), with offsetting covid grant monies built in to offset this. Expenditure of £407k relating to pedestrian and cycle improvement works, including the A77 strategic cycle route, is included in the period 10 total and is fully covered by grant income provided by Strathclyde Partnership for Transport.

#### **Neighbourhood Services (£154,900 Underspend)**

An underspend in payroll costs is projected (£180k) given the high level of vacancies the service is carrying, albeit a number of agency staff are in post to offset. Insurance costs will partially offset this (£30k). Additional agency staff were required over the summer period to ensure continuity of service (£200k), although covid grant will be utilised to offset this spend.

#### **Parks (£16,400 Underspend)**

Grounds maintenance charges are expected to over-recover (£70k). Utilities expenditure (£25k) and Transport costs (£30k) are projected to overspend given inflationary pressures.

#### **Cleansing (£18,200 Overspend)**

Net operational income is projected to under-recover (£15k). Covid grant monies are available this year to offset the projected overspend in Transport costs (£200k).

#### **Waste Management (£76,600 Overspend)**

Contract inflation is likely to result in small overspends in relation to Waste Collection and Disposal (£60k), although contract rates are subject to change. A drop in the sale of recyclables market is likely to result in an under-recovery (£20k) of income.

#### **Protective Services (£3,000 Overspend)**

Whilst payroll costs are projected to overspend (£62k), this will be largely offset by both additional grant monies and internal recharge income (£60k).

#### **Other Housing (£203,800 Overspend)**

An overspend on temporary accommodation is projected (£300k) as the Council continue to refurbish properties and voids for short term stays. Additional Homeless Persons Units being used will result in additional income (£140k). An overspend is projected in Security costs (£20k) due to additional security coverage being required. Overspends in Payroll costs (£190k) and Payments to Other Bodies (£300k) in relation to the resettlement of Ukrainian and Syrian families will be offset with additional grant income. Significant covid-related spend on Bed & Breakfast Accommodation and New Furnished Flats has been incurred.

#### **Office Accommodation (£Nil)**

Inflationary pressures will cause an overspend on utility costs (£255k), which are directly recharged to services across the Council.

#### **Summary:**

The above figures have been prepared on a Probable Outturn basis and therefore represent full year operational variances. Across the department there are a range of operational variances as noted above. The national pay award has been incorporated into the above figures and contributes towards the overall projected overspend. Whilst overspends are projected across all expenditure groupings, it's worth noting that these will mainly be offset by over-recoveries in income, both internally generated and from external grants and receipts. The projections include an assumption that £3,100k of covid related spend or lost income will be met from the Covid grant reserve.

**ENVIRONMENT – PROPERTY AND TECHNICAL SERVICES****PROBABLE OUTTURN FORECAST AS AT 31<sup>st</sup> JANUARY 2023 - £97,400 UNDERSPEND****Property & Technical - Operations (£65,600 Underspend)**

Whilst payroll costs are projected to underspend (£180k), this will be partially offset by a corresponding under-recovery in costs recharged to capital (£110k).

**Property & Technical – Strategy (£31,800 Underspend)**

The projected overspend in agency staff and consultancy spend (£325k) will be offset by increased recharges to capital (£325k). An underspend in payroll costs (£28k) is also projected.

**Summary:**

The above figures have been prepared on a Probable Outturn basis and therefore represent full year operational variances. An underspend on payroll costs is projected, despite the pay award being higher than initial budget provision, due to the level of vacancies within the service. The projections include an assumption that £75k of covid related spend will be met from the Covid grant reserve.

## BUSINESS OPERATIONS & PARTNERSHIPS

**Probable Outturn Forecast as at 31<sup>st</sup> January 2023 - £243,800 Overspend**

### **Communities and Community Planning (£156,200 Underspend)**

The underspend is mainly due to a combination of vacancies within these services and property repair costs.

### **Humanitarian Need / BOP Covid Recovery (no variance)**

Funding of £330k was carried forward into the current financial year for Humanitarian projects and it is anticipated that this funding will be fully spent this year. Additional funding of £283k from LACER has been allocated to the Department and is fully committed. A further £1m of BOP Covid Recovery monies are committed for 22/23.

### **Community Safety (£255,500 Overspend)**

The overspend is due to a combination of factors. Overtime is being incurred to provide cover for staff absences. The building security saving of £100k will not be achieved this year as a result of power supply issues at the depot and there is a delay in implementing the wardens saving of £90k. Parking income is expected to be under-recovered by £35k and there is a shortfall of £9k in the pay award.

### **Money Advice & Registrars (£45,800 Underspend)**

The underspend is mainly due to payroll as a result of staff turnover and vacant hours.

### **Customer First (Non Support) (£5,300 Underspend)**

The underspend is mainly due to a reduction in other supplies and services offset by an increase in the direct recharge for accommodation.

### **Directorate, Strategic Insight & Partnerships Management (£66,600 Underspend)**

The variance is mainly due to slippage in filling posts.

### **Members Expenses, Grants, Elections and Democratic Representation & Management (£8,700 Underspend)**

The variance is due to a combination of underspends on payroll and other miscellaneous supplies lines.

### **Democratic Services (Non Support) (£11,200 Underspend)**

The variance is due to underspends on several miscellaneous supplies lines.

### **Housing Benefits & Revenues Benefits, Business Support Team and Revenues Admin (£372,800 Overspend)**

The overspend is mainly due to an overspend on Housing Benefit of £133k where DWP funding is insufficient to meet rent levels for supported exempt accommodation (this is impacting councils across the country) coupled with a clawback of £165k for DHP income by the Scottish Government and an overspend on staff costs £50k. The direct recharge for accommodation is expected to be higher due to higher energy bills £15k .

### **Council Tax/Non Domestic Rates (£90,700 Underspend)**

The underspend is mainly due to an over-recovery on statutory additions of £84k, admin funding received of £40k for cost of living offset by increased costs for employing temporary staff for absence cover within the teams of £29k.

**Summary:** Period 10 figures have been prepared on a probable outturn basis and therefore reflect full year costs. The projections include an assumption that £1,703k of covid related spend will be met from the covid grant reserve. The operational overspend of £243,800 is mainly due to increased Housing Benefit spend, delays in achieving Community Safety savings which are partly off-set by savings from vacancies across other divisions within the department.

**BUSINESS OPERATIONS & PARTNERSHIPS – SUPPORT SERVICES****Probable Outturn Forecast as at 31<sup>st</sup> January 2023 - £139,400 Underspend****Revenues General (£53,900 Underspend)**

The underspend is mainly due to vacancies within the service.

**Strategy – Support and Insight (£19,200 Overspend)**

The overspend is mainly due to lack of turnover and higher spending on supplies.

**Digital Transformation (£22,200 Overspend)**

The overspend is mainly due to an increase in the direct recharge for accommodation as a result of higher energy costs and increased training costs.

**IT (£336,100 Underspend)**

The underspend is mainly due to a combination of contract savings of £386k and vacancies within the service set against a shortfall of £24k in the pay award and an increase in the direct recharge for accommodation as a result of higher energy costs.

**Customer First Reception (£3,400 Overspend)**

The overspend mainly relates to a £1k shortfall in the pay award and provision for absence cover.

**Communications & Printing (£33,800 Underspend)**

The underspend is mainly due to vacancies within the service and lower spending on supplies.

**Human Resources & Payroll (£239,600 Overspend)**

The overspend is mainly due to an unbudgeted cost of £200k for the renewal of the iTrent contract, a £16k shortfall in the pay award and an estimated £20k increase in accommodation costs as a result of higher energy costs. Increased staffing costs to cover for maternity and long term sickness absence are off-set by lower spending on supplies.

**Summary:**

Period 10 figures have been prepared on a probable outturn basis and therefore reflect full year costs. The projections include an assumption that £256k of covid related spend will be met from the covid reserve. The operational underspend of £139,400 is mainly due to a combination of ICT contract savings offset by increased contract renewal cost for the HR/Payroll system. There are other offsetting variances in staffing and supplies across a number of divisions and there is a shortfall of £58k in the pay award for Support Services.



**CHIEF EXECUTIVE'S – NON SUPPORT****PROBABLE OUTTURN FORECAST AS AT 31<sup>st</sup> JANUARY 2023 - £95,300 UNDERSPEND**

Temporary Loans Fund Interest income is projected to outturn over-recovered (£130k) due to an increased level of interest rates currently available in commercial markets. In addition, the External Audit Fee is projected to be below budget (£3.9k) due to a rebate from Audit Scotland.

Partly offsetting these favourable variances are projected overspends in Civic Licensing (£25.5k) due to lower taxi licensing income and a projected overspend in the Licensing Board (£13.1k) due to lower liquor licence income.

**Summary:**

Period 10 figures have been prepared on a probable outturn basis and therefore reflect projected full year costs. The projected underspend at Period 10 of £95,300 is due mainly to higher Temporary Loans Fund Interest. The projections include an assumption that £28k of covid related costs will be met from the covid grant reserve.

**CHIEF EXECUTIVE'S OFFICE – SUPPORT**

**PROBABLE OUTTURN FORECAST AS AT 31<sup>st</sup> JANUARY 2023 - £50,900 OVERSPEND**

The projected overspend of £50,900 is comprised of a number of variances:

Accountancy staff costs are projected to overspend due to a combination of redundancy costs (£118.2k) and a lower level of staff turnover (£31k) than what was allowed for in the budget. There is a projected overspend in the Chief Executive's Office (£13k) also due to less staff turnover. Supplies & Services in the Chief Executive's Office are projected to overspend (£3k) due to additional administrative costs. Legal Services Income is projected to under-recover (£22k) due to a lower level of demand than what was anticipated in the Estimates. The Office Accommodation direct recharge to the whole Department is projected to outturn above budget (£18.1k) due to increased energy costs.

Partly offsetting these adverse variances are projected underspends in Internal Audit (£93k), Procurement (£21k) and Legal Services (£25k) due to staff vacancies. In addition, Supplies and Services in Accountancy (15.4k) are projected to underspend based upon last year's outturn and current levels of expenditure to date.

**Summary:**

Period 10 figures have been prepared on a probable outturn basis and therefore reflect projected full year costs. The projected overspend at Period 10 of £50,900 is due to redundancy costs in Accountancy and to lower than budgeted staff turnover in Accountancy and the Chief Executive's Office. In the Chief Executive's Office there are additional administrative costs and in Legal Services there is a projected under-recovery in income. The Office Accommodation recharge is projected to outturn above budget due to increased energy costs. Partly offsetting these adverse variances are vacant posts in Internal Audit, Procurement and Legal Services and an under spend in Accountancy Supplies and Services.

**OTHER EXPENDITURE & INCOME****PROBABLE OUTTURN FORECAST AS AT 31<sup>st</sup> JANUARY 2023 - £1,368,700 UNDERSPEND****Restructuring Costs (£412,500 Underspend) & Other Services (£704,700 Underspend)**

It is expected that resources will not be fully utilised to meet restructure commitments and redeployment costs known at this time. This could still be subject to change during finalisation of the year-end accounts, depending largely on the level of severance costs associated with service reviews.

**Unallocated Overheads (£251,500 Underspend)**

Forecast pension revised based on latest anticipated utilisation of funds.

**Loan Debt ( Nil Variance)**

Loan debt expenditure is expected to be in line with budget at the end of the financial year.

**Summary:**

Period 10 figures are prepared on a probable outturn basis and reflect projected full year costs.

**HEALTH & SOCIAL CARE PARTNERSHIP**  
**PROBABLE OUTTURN FORECAST AS AT 31<sup>st</sup> JANUARY 2023 – Nil Variance**

**Children & Families & Public Protection (£101,000 Underspend)**

The HSCP continues to look after several unaccompanied asylum seeker children and the type of care provided means costs are currently within projected funding, this could change depending on the mix of future need. Care and transport cost pressures are offset by staff turnover, income and use of reserves (£101k). The overall position is net of support from our Covid-19 reserve. Since last reported our position has improved mainly from transferring costs from a very complex care package to our Children and Adolescent Mental Health Services reserve in line with appropriate guidance.

**Adult – Intensive Services (£581,000 Overspend)**

The most significant cost pressure remains within Care at Home (both purchased and the in-house service) of (£380k), payroll and utility costs at Bonnyton House (£261k), with the telecare responders service projected to overspend (£279k); all predominately around staffing and agency as we continue to respond to demand. These pressures are offset in part by staff turnover and vacancies within day services (£325k).

The pressures within the Care at Home service are significant, especially through the winter period and we have utilised every available reserve and identified offsetting underspends within the service. The service is working to contain future costs.

**Adult – Localities Services (£542,000 Underspend)**

The main variances within our adult community services across both Eastwood and Barrhead localities are:

1. Older People – (£599k underspend) the projected underspend remains a result of current care commitments and staff turnover within teams. Within residential and nursing care we are still underspent by £1.7m. This is offset by an overspend in directly purchased community based care and direct payments of £1.1m.
2. Physical & Sensory Disability – (£33k underspend) whilst the service costs match budget, current care commitments are £14k overspent, and equipment and adaptations are £66k overspent, with staff turnover £120k offsetting these costs. It should be noted this position is after applying reserves funding and further costs may need to be funded if demand increases
3. Learning Disability – (£90k overspend) the projected overspend is due to care commitments (£496k) and utility costs (£22k), including the full year impact from the increased number of people supported year on year. This is offset in part by staffing vacancies within day services and the new transitions team getting to full capacity (£416k).

**Recovery Services – Mental Health & Addictions (£255,000 Overspend)**

Current care commitments are causing some pressure within Mental Health services (£263k) in line with post pandemic demand in this area, we expect this pressure to continue into 2023/24.

**Finance & Resources (£30,000 overspend)**

Overspends within payroll are partially offset by additional grant income, or income from reserves.

**Contribution from IJB (£223,000 Contribution from Reserve)**

This is the net contribution from the IJB reserves to reflect the projected overspend position.

**Summary:**

The projected outturn position, which highlights a potential overspend of £223k, will require a contribution from reserves, subject to the final outturn at the end of the financial year. This is indicative of continuing pressures within the HSCP budget.

The partnership continues to carry unachieved savings, from pre pandemic, of around £2.4m as the ability to achieve these savings has been impacted by capacity during the Covid-19 response. The HSCP Recovery and Renewal programme will support delivery of some savings. This is incredibly challenging in the current environment and we no longer have support for unachieved savings within the Scottish Government funding for Covid-19. The HSCP plan to meet this from reserves in the current year whilst we work towards recurring savings where possible.

All other additional Covid-19 costs continue to be reported to the Scottish Government as part of the HSCP Mobilisation Plan and are reflected in the reported position with the assumption of matching funding from our Covid-19 reserve.

The cost assumptions will continue to be revised and given the expected use of reserves in the current year there will little flexibility in 2023/24 to support any phasing in of new savings.

We will take corrective action where possible to minimise the projected overspend in year and have a moratorium against all non-essential spend in place.

**29**  
**HOUSING REVENUE ACCOUNT**

**PROBABLE OUTTURN FORECAST AS AT 31<sup>st</sup> JANUARY - £ 133,400 OVERSPEND**

**Housing Revenue Account (£37,700 Overspend)**

There are projected overspends in payroll costs due to agency staff covering ongoing vacancies and the impact of the pay award (£105k). Sheltered housing energy costs are forecasted to increase (£39k) and the increased direct accommodation recharge (£29k) is also a result of increased energy costs. Underspends are projected in relation to both the Gas Maintenance Contract (£75k) and costs associated with Balgraystone Road (£65k) being reclassified as capital expenditure. Increased rental income from new build properties (£300k) is projected. Additional grant income from the Local Authority Covid Economic Recovery Fund has been included in projections (£127k). The use of reserves compared to the revised estimate (adjustment per period 7 report) has been reduced (£413k).

**Housing Maintenance Team (£95,700 Overspend)**

This is driven by a projected overspend in payroll costs (£85k) due to a high use of agency staff plus the impact of the pay award. Sub-contractor costs are still being impacted by high levels of inflation (£99k) partially offset by a projected underspend in material costs (£40k). A reduction in loans charges (£122k) is projected. The projected recovery of income from both capital and election work is now less than budgeted (£77k).

**Summary:**

The above figures have been prepared on a probable outturn basis and therefore represent full year variances. Workload pressures caused by vacancies have required agency staff to be employed in both the HRA and Housing Maintenance Team. While inflationary pressures have negatively impacted the HRA, reduced loans charges and additional rental and grant income ease those pressures. The current projected contribution from HRA reserves is £366k, being the original drawdown of £233k approved during March 2022 as part of the rent setting process and the projected overspend of £133k.

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Budgetary Control Statement  
Period 10 / 2223 31 January 2023

Period End: 31 January 2023

Period 10 / 2223

Department	Approved Budget Per 09	Operational Adjustments	Revised Estimate Per 10	Budget Estimate to Date - Per 10	Actual to Date	Variance (Over)/Under	Forecast
Education	174,764,800	(233,800)	174,531,000	123,496,320	117,187,404	6,308,916	1,202,500
Contribution to Integration Joint Board	65,834,700	(79,900)	65,754,800	54,356,661	56,269,895	(1,913,234)	0
Environment	32,508,900	0	32,508,900	21,092,972	22,240,421	(1,147,449)	(224,000)
Environment - Support		0	0	1,118,939	1,818,670	(699,731)	97,400
Chief Executives Office	824,800	24,800	849,600	(24,930)	8,089	(33,019)	95,300
Chief Executives Office - Support		0	0	2,491,320	2,359,535	131,785	(50,900)
Business Operations & Partnerships	12,742,500	5,800	12,748,300	7,014,456	8,075,244	(1,060,788)	(243,800)
Business Ops & Partnership - Support		0	0	9,359,671	9,901,149	(541,478)	139,400
Other Expenditure & Income	2,277,000	0	2,277,000	863,000	626,875	236,125	1,368,700
Joint Boards	2,352,000		2,352,000	2,341,100	2,321,425	19,675	19,800
Contingency - Welfare	200,000	0	200,000	0	0	0	69,900
Health & Social Care Partnership	(56,500)	783,000	726,500	(511,667)	(619,792)	108,125	0
Service Resource Adjustment	(221,700)	290,200	68,500			0	0
Additional RSG Funding		0	0	0	0	0	0
Transfer from Capital Reserves	(2,238,000)	0	(2,238,000)			0	0
Housing Revenue Account	0	0	0	(5,096,789)	(5,315,001)	218,212	(133,400)
<b>TOTAL</b>	<b>288,988,500</b>	<b>790,100</b>	<b>289,778,600</b>	<b>216,501,053</b>	<b>214,873,914</b>	<b>1,627,139</b>	<b>2,340,900</b>

Summary of Operational Adjustments.

Capital Charges	790,100
Devolved School Management	0
	<u>790,100</u>

Budgetary Control Statement  
Period 10 / 2223 31 January 2023

Period End: 31 January 2023

Period 10 / 2223

Subjective Name	Approved Budget Per 09	Operational Adjustments	Revised Estimate Per 10	Budget Estimate to Date - Per 10	Actual to Date	Variance (Over)/Under	Forecast
Employee Costs	183,394,900	164,700	183,559,600	155,006,686	148,052,568	6,954,118	(1,884,900)
Property Costs	19,022,300	22,000	19,044,300	14,561,520	15,172,562	(611,042)	(1,798,700)
Transport Costs	6,212,400	(1,700)	6,210,700	5,043,909	5,645,565	(601,656)	(994,600)
Supplies & Services	60,159,400	41,000	60,200,400	45,665,375	47,560,136	(1,894,761)	(1,618,200)
Third Party Payments	61,636,700	18,600	61,655,300	51,398,750	55,105,310	(3,706,560)	(6,754,500)
Transfer Payments	20,826,300	0	20,826,300	11,911,312	12,917,714	(1,006,402)	694,600
Support Services	13,615,500	(54,000)	13,561,500	110,509	0	110,509	18,100
Other Expenditure	0	0	0	0	0	0	0
Depcn And Impairment Losses	19,876,500	790,100	20,666,600	0	0	0	0
Financing Costs	4,702,000	0	4,702,000			0	130,000
<b>TOTAL EXPENDITURE</b>	<b>389,446,000</b>	<b>980,700</b>	<b>390,426,700</b>	<b>283,698,061</b>	<b>284,453,855</b>	<b>(755,794)</b>	<b>(12,208,200)</b>
Income	(100,457,500)	(190,600)	(100,648,100)	(67,197,008)	(69,579,941)	2,382,933	14,549,100
<b>TOTAL</b>	<b>288,988,500</b>	<b>790,100</b>	<b>289,778,600</b>	<b>216,501,053</b>	<b>214,873,914</b>	<b>1,627,139</b>	<b>2,340,900</b>



Budgetary Control Statement  
Period 10 / 2223 31 January 2023

Period End: 31 January 2023

Period 10 / 2223

Department	Subjective Name	Approved Budget Per 09	Operational Adjustments	Revised Estimate Per 10	Budget Estimate to Date - Per 10	Actual to Date	Variance (Over)/Under	Forecast
Education	Employee Costs	125,052,900	110,800	125,163,700	101,189,317	94,707,085	6,482,232	1,764,800
	Property Costs	12,785,400	40,200	12,825,600	10,378,625	11,583,555	(1,204,930)	(1,514,600)
	Transport Costs	2,246,500	(1,700)	2,244,800	1,757,112	1,949,020	(191,908)	(269,000)
	Supplies & Services	33,220,000	35,500	33,255,500	24,365,809	23,315,254	1,050,555	333,900
	Third Party Payments	10,952,100	0	10,952,100	9,789,211	9,665,262	123,949	(589,000)
	Transfer Payments	1,127,900	0	1,127,900	971,921	1,051,327	(79,406)	(342,900)
	Support Services	5,994,700	(228,000)	5,766,700	0	0	0	0
	Depcn And Impairment Losses	14,010,900		14,010,900	0	0	0	0
<b>Total Expenditure</b>		<b>205,390,400</b>	<b>(43,200)</b>	<b>205,347,200</b>	<b>148,451,995</b>	<b>142,271,503</b>	<b>6,180,492</b>	<b>(616,800)</b>
	Income	(30,625,600)	(190,600)	(30,816,200)	(24,955,675)	(25,084,099)	128,424	1,819,300
Education	<b>TOTAL</b>	<b>174,764,800</b>	<b>(233,800)</b>	<b>174,531,000</b>	<b>123,496,320</b>	<b>117,187,404</b>	<b>6,308,916</b>	<b>1,202,500</b>

Summary of Operational Adjustments:

Support Services - Resource Adjustment (228,000)  
School Other - Transfer to Business Operations (5,800)

Devolved School Management

There have been operational adjustments between subjective headings in this reporting period in accordance with approved DSM scheme.

(233,800)

Budgetary Control Statement  
Period 10 / 2223 31 January 2023

Period End: 31 January 2023

Period 10 / 2223

Department	Objective Name	Approved Budget Per 09	Operational Adjustments	Revised Estimate Per 10	Budget Estimate to Date - Per 10	Actual to Date	Variance (Over)/Under	Forecast
Education	Pre Five Education	10,073,800	62,300	10,136,100	4,781,183	4,062,094	719,089	100,800
	Primary Education	55,494,900	49,500	55,544,400	42,605,778	41,121,276	1,484,502	(100,100)
	Secondary Education	70,414,700	(104,000)	70,310,700	54,164,917	51,633,506	2,531,411	317,300
	Schools Other	4,402,300	(6,000)	4,396,300	3,173,297	2,637,487	535,810	220,000
	Special Education	8,565,200	39,900	8,605,100	6,387,688	6,452,963	(65,275)	(226,800)
	Psychological Service	962,900	0	962,900	797,020	922,097	(125,077)	60,200
	Transport (excl Spec Educ)	1,238,000	2,000	1,240,000	927,090	1,052,324	(125,234)	(76,900)
	Bursaries / Emas	0		0		31,860	(31,860)	0
	Provision for Clothing	289,700		289,700	277,748	294,020	(16,272)	(6,600)
	Administration & Support	11,802,900	(250,600)	11,552,300	2,976,470	2,812,730	163,740	99,200
	School Crossing Patrolters	26,900	(26,900)	0	(39,504)	14,396	(53,900)	0
	Catering	299,600		299,600	(405,844)	(1,087,080)	681,236	995,600
	Cleaning & Janitorial	2,290,500		2,290,500	1,233,329	977,967	255,362	140,700
	Culture & Leisure Services	8,903,400		8,903,400	6,617,148	6,261,764	355,384	(320,900)
Education	TOTAL	174,764,800	(233,800)	174,531,000	123,496,320	117,187,404	6,308,916	1,202,500

Summary of Operational Adjustments:

Support Services - Resource Adjustment (228,000)  
School Other - Transfer to Business Operations (5,800)

Devolved School Management

There have been operational adjustments between objective headings in this reporting period in accordance with approved DSM scheme.

(233,800)

Budgetary Control Statement  
 Period 10 / 2223 31 January 2023

Period End: 31 January 2023

Period 10 / 2223

Department	Subjective Name	Approved Budget Per 09	Operational Adjustments	Revised Estimate Per 10	Budget Estimate to Date - Per 10	Actual to Date	Variance (Over)/Under	Forecast
Contribution to Integration Joint Board	Third Party Payments	65,834,700	(79,900)	65,754,800	54,356,661	56,269,895	(1,913,234)	0
Contribution to Integration Joint Board	TOTAL	65,834,700	(79,900)	65,754,800	54,356,661	56,269,895	(1,913,234)	0

Summary of operational adjustments  
 Support Services - Resource Adjustments (79,900)

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(79,900)

Department	Objective Name	Approved Budget Per 09	Operational Adjustments	Revised Estimate Per 10	Budget Estimate to Date - Per 10	Actual to Date	Variance (Over)/Under	Forecast
Contribution to Integration Joint Board	Core Funding	65,834,700	(79,900)	65,754,800	54,356,661	56,269,895	(1,913,234)	0
Contribution to Integration Joint Board	TOTAL	65,834,700	(79,900)	65,754,800	54,356,661	56,269,895	(1,913,234)	0

Summary of operational adjustments  
 Support Services - Resource Adjustments (79,900)

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(79,900)

Budgetary Control Statement  
Period 10 / 2223 31 January 2023

Period End: 31 January 2023

Period 10 / 2223

Department	Subjective Name	Approved Budget Per 09	Operational Adjustments	Revised Estimate Per 10	Budget Estimate to Date - Per 10	Actual to Date	Variance (Over)/Under	Forecast
Environment	Employee Costs	17,261,900		17,261,900	13,014,427	13,109,776	(95,349)	(830,600)
	Property Costs	3,838,600		3,838,600	2,685,210	2,199,305	485,905	(261,300)
	Transport Costs	3,462,500		3,462,500	2,841,116	3,277,736	(436,620)	(689,000)
	Supplies & Services	15,488,600		15,488,600	11,557,755	12,327,753	(769,998)	(1,338,900)
	Third Party Payments	881,500		881,500	188,758	2,259,247	(2,070,489)	(2,388,400)
	Transfer Payments	716,600		716,600	542,883	927,571	(384,688)	(510,900)
	Support Services	2,469,500		2,469,500	75,917	0	75,917	0
	Depcn And Impairment Losses	4,939,900		4,939,900	0	0	0	0
<b>Total Expenditure</b>		<b>49,059,100</b>		<b>49,059,100</b>	<b>30,906,066</b>	<b>34,101,388</b>	<b>(3,195,322)</b>	<b>(6,019,100)</b>
	Income	(16,550,200)		(16,550,200)	(9,813,094)	(11,860,967)	2,047,873	5,795,100
Environment	<b>TOTAL</b>	<b>32,508,900</b>	<b>0</b>	<b>32,508,900</b>	<b>21,092,972</b>	<b>22,240,421</b>	<b>(1,147,449)</b>	<b>(224,000)</b>

Department	Objective Name	Approved Budget Per 09	Operational Adjustments	Revised Estimate Per 10	Budget Estimate to Date - Per 10	Actual to Date	Variance (Over)/Under	Forecast
Environment	Directorate & Supp Environment	2,301,600		2,301,600	900,439	1,102,278	(201,839)	100
	Environment Accommodation	628,900		628,900	1,707,584	1,356,559	351,025	0
	Planning & Development	1,080,800		1,080,800	661,680	642,410	19,270	(77,800)
	Economic Development Summary	1,142,400		1,142,400	681,966	2,393,991	(1,712,025)	8,600
	Roads - Council	12,159,800		12,159,800	8,333,977	8,166,554	167,423	(82,300)
	Roads Contracting Unit	(11,500)		(11,500)	(69,695)	(112,782)	43,087	0
	Parks	776,700		776,700	(245,901)	(500,130)	254,229	16,400
	Cleansing & Recycling	491,500		491,500	(164,921)	(207,593)	42,672	(18,200)
	Waste Management	4,238,500		4,238,500	2,679,733	2,607,530	72,203	(76,600)
	Protective Services	1,158,900		1,158,900	794,299	680,304	113,995	(3,000)
	Transport	0		0	(145,081)	(198,243)	53,162	0
	Neighbourhood Services Mgmt	5,547,300		5,547,300	4,241,108	4,139,017	102,091	154,900
	Env Strat/ Op Management	204,400		204,400	205,959	204,708	1,251	(4,900)
	Non Operational Properties	189,200		189,200	102,517	35,693	66,824	68,700
	Other Housing	2,214,500		2,214,500	1,118,820	1,608,188	(489,368)	(203,800)
	Strategy - Bi Team	385,900		385,900	290,488	321,937	(31,449)	(6,100)
Environment	<b>TOTAL</b>	<b>32,508,900</b>	<b>0</b>	<b>32,508,900</b>	<b>21,092,972</b>	<b>22,240,421</b>	<b>(1,147,449)</b>	<b>(224,000)</b>

Budgetary Control Statement  
 Period 10 / 2223 31 January 2023

Period End: 31 January 2023

Period 10 / 2223

Department	Subjective Name	Approved Budget Per 09	Operational Adjustments	Revised Estimate Per 10	Budget Estimate to Date - Per 10	Actual to Date	Variance (Over)/Under	Forecast
Environment - Support	Employee Costs	2,203,600		2,203,600	1,679,583	1,674,136	5,447	(101,900)
	Property Costs	0		0	0	17,083	(17,083)	(10,000)
	Transport Costs	15,100		15,100	12,584	5,184	7,400	5,000
	Supplies & Services	294,500		294,500	152,997	300,206	(147,209)	(93,800)
	Support Services	0		0	0	0	0	0
	Depcn And Impairment Losses	0		0	0	0	0	0
<b>Total Expenditure</b>		<b>2,513,200</b>		<b>2,513,200</b>	<b>1,845,164</b>	<b>1,996,609</b>	<b>(151,445)</b>	<b>(200,700)</b>
	Income	(1,114,200)		(1,114,200)	(726,225)	(177,939)	(548,286)	298,100
Environment - Support	<b>TOTAL</b>	<b>1,399,000</b>	<b>0</b>	<b>1,399,000</b>	<b>1,118,939</b>	<b>1,818,670</b>	<b>(699,731)</b>	<b>97,400</b>

Department	Objective Name	Approved Budget Per 09	Operational Adjustments	Revised Estimate Per 10	Budget Estimate to Date - Per 10	Actual to Date	Variance (Over)/Under	Forecast
Environment - Support	Prop & Tech - Operations	862,900		862,900	704,409	620,848	83,561	65,600
	Accommodation	0		0		6,654	(6,654)	0
	Property & Technical - Strategy	536,100		536,100	414,530	1,191,168	(776,638)	31,800
Environment - Support	<b>TOTAL</b>	<b>1,399,000</b>	<b>0</b>	<b>1,399,000</b>	<b>1,118,939</b>	<b>1,818,670</b>	<b>(699,731)</b>	<b>97,400</b>

Budgetary Control Statement  
 Period 10 / 2223 31 January 2023

Period End: 31 January 2023

Period 10 / 2223

Department	Subjective Name	Approved Budget Per 09	Operational Adjustments	Revised Estimate Per 10	Budget Estimate to Date - Per 10	Actual to Date	Variance (Over)/Under	Forecast
Chief Executives Office	Employee Costs	24,600		24,600	18,550	18,665	(115)	(1,900)
	Transport Costs	3,000		3,000	2,500	2,351	149	(300)
	Supplies & Services	503,600	2,100	505,700	171,020	176,521	(5,501)	(200)
	Support Services	574,000	15,600	589,600			0	0
	Depcn And Impairment Losses	0	7,100	7,100			0	0
<b>Total Expenditure</b>		<b>1,105,200</b>	<b>24,800</b>	<b>1,130,000</b>	<b>192,070</b>	<b>197,537</b>	<b>(5,467)</b>	<b>(2,400)</b>
	Income	(280,400)		(280,400)	(217,000)	(189,448)	(27,552)	97,700
Chief Executives Office	<b>TOTAL</b>	<b>824,800</b>	<b>24,800</b>	<b>849,600</b>	<b>(24,930)</b>	<b>8,089</b>	<b>(33,019)</b>	<b>95,300</b>

Summary of Operational Adjustments.

Capital Charges IT Support	3,300
Capital Charges Accommodation Direct	3,800
Support Services - Pay Award Adjustment	15,600
Direct Recharge - Pay Award Adjustment	2,100
	<u>24,800</u>

Department	Objective Name	Approved Budget Per 09	Operational Adjustments	Revised Estimate Per 10	Budget Estimate to Date - Per 10	Actual to Date	Variance (Over)/Under	Forecast
Chief Executives Office	Accountancy & Directorate	229,000	15,200	244,200	162,022	162,022	0	133,900
	Corporate Management	554,000		554,000	0	0	0	0
	Licensing	38,800	9,500	48,300	(122,035)	(101,702)	(20,333)	(25,500)
	Licensing Board	3,000	100	3,100	(64,917)	(52,231)	(12,686)	(13,100)
Chief Executives Office	<b>TOTAL</b>	<b>824,800</b>	<b>24,800</b>	<b>849,600</b>	<b>(24,930)</b>	<b>8,089</b>	<b>(33,019)</b>	<b>95,300</b>

Summary of Operational Adjustments.

Capital Charges IT Support	3,300
Capital Charges Accommodation Direct	3,800
Support Services - Pay Award Adjustment	15,600
Direct Recharge - Pay Award Adjustment	2,100
	<u>24,800</u>

Budgetary Control Statement  
 Period 10 / 2223 31 January 2023

Period End: 31 January 2023

Period 10 / 2223

Department	Subjective Name	Approved Budget Per 09	Operational Adjustments	Revised Estimate Per 10	Budget Estimate to Date - Per 10	Actual to Date	Variance (Over)/Under	Forecast
Chief Executives Office - Support	Employee Costs	3,079,200	69,700	3,148,900	2,401,253	2,263,154	138,099	(5,300)
	Property Costs	0		0			0	0
	Transport Costs	0		0			0	0
	Supplies & Services	328,000		328,000	104,784	81,646	23,138	(28,000)
	Third Party Payments	77,700		77,700	77,700	78,587	(887)	(900)
	Transfer Payments	0		0			0	0
	Support Services	0		0			0	0
<b>Total Expenditure</b>		<b>3,484,900</b>	<b>69,700</b>	<b>3,554,600</b>	<b>2,583,737</b>	<b>2,423,387</b>	<b>160,350</b>	<b>(34,200)</b>
	Income	(467,700)		(467,700)	(92,417)	(63,852)	(28,565)	(16,700)
Chief Executives Office - Support	<b>TOTAL</b>	<b>3,017,200</b>	<b>69,700</b>	<b>3,086,900</b>	<b>2,491,320</b>	<b>2,359,535</b>	<b>131,785</b>	<b>(50,900)</b>

Summary of Operational Adjustments.

Pay Award - Additional Resource	69,700
	<u>69,700</u>

Department	Objective Name	Approved Budget Per 09	Operational Adjustments	Revised Estimate Per 10	Budget Estimate to Date - Per 10	Actual to Date	Variance (Over)/Under	Forecast
Chief Executives Office - Support	Chief Executives Section	444,300	6,700	451,000	330,183	332,092	(1,909)	(19,200)
	Accountancy & Directorate	1,490,000	36,000	1,526,000	1,182,191	1,167,110	15,081	(140,900)
	Legal Services	485,800	12,200	498,000	394,689	409,797	(15,108)	1,600
	Purchasing & Procurement	310,900	7,700	318,600	367,045	307,548	59,497	16,500
	Internal Audit	286,200	7,100	293,300	217,212	142,988	74,224	91,100
Chief Executives Office - Support	<b>TOTAL</b>	<b>3,017,200</b>	<b>69,700</b>	<b>3,086,900</b>	<b>2,491,320</b>	<b>2,359,535</b>	<b>131,785</b>	<b>(50,900)</b>

Summary of Operational Adjustments.

Pay Award - Additional Resource	69,700
	<u>69,700</u>

Budgetary Control Statement  
 Period 10 / 2223 31 January 2023

Period End: 31 January 2023

Period 10 / 2223

Department	Subjective Name	Approved Budget Per 09	Operational Adjustments	Revised Estimate Per 10	Budget Estimate to Date - Per 10	Actual to Date	Variance (Over)/Under	Forecast
Business Operations & Partnerships	Employee Costs	6,487,600		6,487,600	4,944,598	5,197,940	(253,342)	(739,400)
	Property Costs	64,400		64,400	53,033	82,221	(29,188)	(33,900)
	Transport Costs	71,700		71,700	58,933	46,823	12,110	15,300
	Supplies & Services	3,154,200	5,800	3,160,000	1,032,031	1,418,192	(386,161)	(501,200)
	Third Party Payments	311,300		311,300	231,033	360,841	(129,808)	(307,200)
	Transfer Payments	18,611,600		18,611,600	10,309,558	10,845,526	(535,968)	1,472,600
	Support Services	1,344,600		1,344,600	0	0	0	0
	Depcn And Impairment Losses	368,200		368,200	0	0	0	0
<b>Total Expenditure</b>		<b>30,413,600</b>	<b>5,800</b>	<b>30,419,400</b>	<b>16,629,186</b>	<b>17,951,543</b>	<b>(1,322,357)</b>	<b>(93,800)</b>
	Income	(17,671,100)		(17,671,100)	(9,614,730)	(9,876,299)	261,569	(150,000)
Business Operations & Partnerships	<b>TOTAL</b>	<b>12,742,500</b>	<b>5,800</b>	<b>12,748,300</b>	<b>7,014,456</b>	<b>8,075,244</b>	<b>(1,060,788)</b>	<b>(243,800)</b>

Summary of Operational Adjustments  
 Resource Transfer from Education

5,800

5,800



**Budgetary Control Statement**  
**Period 10 / 2223 31 January 2023**

Period End: 31 January 2023

Period 10 / 2223

Department	Objective Name	Approved Budget Per 09	Operational Adjustments	Revised Estimate Per 10	Budget Estimate to Date - Per 10	Actual to Date	Variance (Over)/Under	Forecast
Business Operations & Partnerships	Community Learning & Dev	1,017,400		1,017,400	639,120	587,137	51,983	52,600
	Community Planning	373,600	5,800	379,400	196,558	548,933	(352,375)	103,600
	Community Safety	1,282,700		1,282,700	926,003	1,216,220	(290,217)	(255,500)
	Registrars & Customer First	475,100		475,100	889,679	831,610	58,069	32,600
	Grants	145,000		145,000	138,633	136,684	1,949	200
	Auchenback Resource Centre	30,700		30,700	25,583	26,452	(869)	0
	Strategic Insight & Comm.Mgmt.	45,300		45,300	77,125	49,103	28,022	38,700
	Members Expenses	594,700		594,700	454,792	429,582	25,210	27,500
	MART	1,027,800		1,027,800	631,616	580,949	50,667	18,500
	Directorate	7,100		7,100	233,321	185,899	47,422	27,900
	Business Support Team	26,200		26,200	470,270	497,836	(27,566)	(13,300)
	Housing Benefits	784,600		784,600	823,345	1,266,027	(442,682)	(359,800)
	Revenues - Benefits	857,800		857,800	507,110	598,444	(91,334)	300
	Council Tax/Ndr	4,850,300		4,850,300	396,295	515,540	(119,245)	90,700
	Cost Of Elections	227,500		227,500	205,984	228,463	(22,479)	(10,500)
	Democratic Representation & Management	996,700		996,700	399,022	376,365	22,657	2,700
Business Operations & Partnerships	<b>TOTAL</b>	<b>12,742,500</b>	<b>5,800</b>	<b>12,748,300</b>	<b>7,014,456</b>	<b>8,075,244</b>	<b>(1,060,788)</b>	<b>(243,800)</b>

Summary of Operational Adjustments  
Resource Transfer from Education

5,800

5,800

Budgetary Control Statement  
 Period 10 / 2223 31 January 2023

Period End: 31 January 2023

Period 10 / 2223

Department	Subjective Name	Approved Budget Per 09	Operational Adjustments	Revised Estimate Per 10	Budget Estimate to Date - Per 10	Actual to Date	Variance (Over)/Under	Forecast
Business Ops & Partnerships - Support	Employee Costs	7,031,400		7,031,400	5,320,839	5,220,994	99,845	(207,200)
	Property Costs	3,500		3,500	3,083	311	2,772	2,500
	Transport Costs	17,400		17,400	14,416	7,025	7,391	9,300
	Supplies & Services	5,280,600		5,280,600	4,040,333	4,687,452	(647,119)	91,300
	Third Party Payments	26,000		26,000	26,000	28,716	(2,716)	(2,800)
	Support Services	0		0	0	0	0	0
	Depcn And Impairment Losses	4,381,000		4,381,000	0	0	0	0
<b>Total Expenditure</b>		16,739,900		16,739,900	9,404,671	9,944,498	(539,827)	(106,900)
	Income	(3,322,100)		(3,322,100)	(45,000)	(43,349)	(1,651)	246,300
Business Ops & Partnerships - Support	<b>TOTAL</b>	13,417,800	0	13,417,800	9,359,671	9,901,149	(541,478)	139,400

Department	Objective Name	Approved Budget Per 09	Operational Adjustments	Revised Estimate Per 10	Budget Estimate to Date - Per 10	Actual to Date	Variance (Over)/Under	Forecast
Business Ops & Partnerships - Support	Revenues	636,500		636,500	306,111	304,854	1,257	53,900
	Digital services	8,755,900		8,755,900	5,733,852	6,351,032	(617,180)	336,100
	Strategy - Support	365,400		365,400	224,698	215,460	9,238	100
	Communications	433,100		433,100	351,735	335,995	15,740	18,600
	Printing	161,200		161,200	133,212	101,010	32,202	15,200
	Human Resources & Payroll	2,177,900		2,177,900	1,497,315	1,570,579	(73,264)	(239,600)
	Customer Services	62,800		62,800	43,522	41,106	2,416	(3,400)
	Core Corporate	102,600		102,600	513,055	375,735	137,320	(3,000)
	Insight	277,000		277,000	172,874	241,732	(68,858)	(19,300)
	Project Management Office	445,400		445,400	383,297	363,646	19,651	(19,200)
Business Ops & Partnerships - Support	<b>TOTAL</b>	13,417,800	0	13,417,800	9,359,671	9,901,149	(541,478)	139,400

Budgetary Control Statement  
 Period 10 / 2223 31 January 2023

Period End: 31 January 2023

Period 10 / 2223

Department	Subjective Name	Approved Budget Per 09	Operational Adjustments	Revised Estimate Per 10	Budget Estimate to Date - Per 10	Actual to Date	Variance (Over)/Under	Forecast
Other Expenditure & Income	Expenditure	2,189,800		2,189,800	863,000	691,436	171,564	1,304,200
	Support Services	87,200		87,200		0	0	0
Total Expenditure		2,277,000		2,277,000	863,000	691,436	171,564	1,304,200
	Income	0	0	0		(64,561)	64,561	64,500
Other Expenditure & Income	TOTAL	2,277,000	0	2,277,000	863,000	626,875	236,125	1,368,700

Department	Objective Name	Approved Budget Per 09	Operational Adjustments	Revised Estimate Per 10	Budget Estimate to Date - Per 10	Actual to Date	Variance (Over)/Under	Forecast
Other Expenditure & Income	Other Expenditure & Income	2,277,000		2,277,000	863,000	691,436	171,564	1,304,200
	Income	0	0	0		(64,561)	64,561	64,500
Other Expenditure & Income	TOTAL	2,277,000	0	2,277,000	863,000	626,875	236,125	1,368,700

Budgetary Control Statement  
Period 10 / 2223 31 January 2023

Period End: 31 January 2023

Period 10 / 2223

Department	Subjective Name	Approved Budget Per 09	Operational Adjustments	Revised Estimate Per 10	Budget Estimate to Date - Per 10	Actual to Date	Variance (Over)/Under	Forecast
Joint Boards	Contributions	2,352,000	0	2,352,000	2,341,100	2,321,425	19,675	19,800
	Support Services	0		0	0	0	0	0
<b>Total Expenditure</b>		<b>2,352,000</b>		<b>2,352,000</b>	<b>2,341,100</b>	<b>2,321,425</b>	<b>19,675</b>	<b>19,800</b>
Joint Boards	<b>TOTAL</b>	<b>2,352,000</b>	<b>0</b>	<b>2,352,000</b>	<b>2,341,100</b>	<b>2,321,425</b>	<b>19,675</b>	<b>19,800</b>

Department	Objective Name	Approved Budget Per 09	Operational Adjustments	Revised Estimate Per 10	Budget Estimate to Date - Per 10	Actual to Date	Variance (Over)/Under	Forecast
Joint Boards	SPTE (incl Concess Fares)	1,766,000		1,766,000	1,755,100	1,740,981	14,119	14,200
	Renfrewshire Valuation J/Brd	586,000	0	586,000	586,000	580,444	5,556	5,600
	Support Services			0			0	
Joint Boards	<b>TOTAL</b>	<b>2,352,000</b>	<b>0</b>	<b>2,352,000</b>	<b>2,341,100</b>	<b>2,321,425</b>	<b>19,675</b>	<b>19,800</b>

Budgetary Control Statement  
 Period 10 / 2223 31 January 2023

Period End: 31 January 2023

Period 10 / 2223

Department	Subjective Name	Approved Budget Per 09	Operational Adjustments	Revised Estimate Per 10	Budget Estimate to Date - Per 10	Actual to Date	Variance (Over)/Under	Forecast
Contingency - Welfare	Supplies & Services	200,000	0	200,000	0	0	0	69,900
<b>Total Expenditure</b>		200,000		200,000	0	0	0	69,900
Contingency - Welfare	<b>TOTAL</b>	200,000	0	200,000	0	0	0	69,900

Department	Objective Name	Approved Budget Per 09	Operational Adjustments	Revised Estimate Per 10	Budget Estimate to Date - Per 10	Actual to Date	Variance (Over)/Under	Forecast
Contingency - Welfare	Supplies & Services	200,000	0	200,000	0	0	0	69,900
Contingency - Welfare	<b>TOTAL</b>	200,000	0	200,000	0	0	0	69,900

Budgetary Control Statement  
 Period 10 / 2223 31 January 2023

Period End: 31 January 2023

Period 10 / 2223

Department	Subjective Name	Approved Budget Per 09	Operational Adjustments	Revised Estimate Per 10	Budget Estimate to Date - Per 10	Actual to Date	Variance (Over)/Under	Forecast
Health & Social Care Partnership	Employee Costs	29,702,500		29,702,500	22,681,515	22,128,884	552,631	(1,573,000)
	Property Costs	826,500	(18,200)	808,300	686,954	614,028	72,926	(130,000)
	Transport Costs	277,100		277,100	230,916	251,410	(20,494)	(67,000)
	Supplies & Services	2,523,300	(400)	2,522,900	1,416,312	2,704,746	(1,288,434)	(1,450,000)
	Third Party Payments	47,139,800	18,600	47,158,400	38,744,948	40,391,232	(1,646,284)	(3,486,000)
	Transfer Payments	39,600		39,600	33,034	41,925	(8,891)	(20,000)
	Support Services	2,474,700	(79,900)	2,394,800	34,592	0	34,592	0
	Depcn And Impairment Losses	557,500	783,000	1,340,500	0	0	0	0
<b>Total Expenditure</b>		<b>83,541,000</b>	<b>703,100</b>	<b>84,244,100</b>	<b>63,828,271</b>	<b>66,132,225</b>	<b>(2,303,954)</b>	<b>(6,726,000)</b>
	Income	(12,301,800)		(12,301,800)	(9,983,277)	(10,482,122)	498,845	6,503,000
Core funding from	Integration Joint Board	(71,295,700)	79,900	(71,215,800)	(54,356,661)	(56,269,895)	1,913,234	223,000
Health & Social Care Partnership	<b>TOTAL</b>	<b>(56,500)</b>	<b>783,000</b>	<b>726,500</b>	<b>(511,667)</b>	<b>(619,792)</b>	<b>108,125</b>	<b>0</b>

Summary of operational adjustments

Capital Charges Accom Direct	77,100
Capital Charges IT Support	705,900
Support Services - Pay Award Adjustment	45,400
Support Services - Resource Transfer	228,000
Support Services - Resource Adjustment	(353,300)
Offset Core Funding Adjustment from IJB	79,900
	<u>783,000</u>

Department	Objective Name	Approved Budget Per 09	Operational Adjustments	Revised Estimate Per 10	Budget Estimate to Date - Per 10	Actual to Date	Variance (Over)/Under	Forecast
Health & Social Care Partnership	Public Protect.-Child. & Families	10,850,600		10,850,600	7,501,226	8,587,524	(1,086,298)	101,000
	Adult Health - Intensive Services	15,062,300	4,800	15,067,100	10,951,434	12,334,020	(1,382,586)	(581,000)
	Adult Health-Localities Services	0		0			0	
	Older People	19,216,500	(128,100)	19,088,400	16,011,014	14,330,513	1,680,501	599,000
	Physical Disability	6,028,800	0	6,028,800	4,953,178	4,921,629	31,549	33,000
	Learning Disability	13,372,700	0	13,372,700	9,615,934	9,874,273	(258,339)	(90,000)
	Recovery Services-Mental Health	2,214,200	0	2,214,200	1,606,904	1,780,005	(173,101)	(255,000)
	Criminal Justice	29,400		29,400	(102,878)	(9,186)	(93,692)	0
	Finance & Resources	4,464,700	826,400	5,291,100	3,308,182	3,831,325	(523,143)	(30,000)
		71,239,200	703,100	71,942,300	53,844,994	55,650,103	(1,805,109)	(223,000)
	Core Funding from Integration Joint Board	(71,295,700)	79,900	(71,215,800)	(54,356,661)	(56,269,895)	1,913,234	223,000
Health & Social Care Partnership	TOTAL	(56,500)	783,000	726,500	(511,667)	(619,792)	108,125	0

Summary of operational adjustments	
Capital Charges Accom Direct	77,100
Capital Charges IT Support	705,900
Support Services - Pay Award Adjustment	45,400
Support Services - Resource Transfer	228,000
Support Services - Resource Adjustment	(353,300)
Offset Core Funding Adjustment from IJB	79,900
	<u>783,000</u>

Budgetary Control Statement  
 Period 10 / 2223 31 January 2023

Period End: 31 January 2023

Period 10 / 2223

Department	Subjective Name	Approved Budget Per 09	Operational Adjustments	Revised Estimate Per 10	Budget Estimate to Date - Per 10	Actual to Date	Variance (Over)/Under	Forecast
Housing Revenue Account	Employee Costs	4,919,300		4,919,300	3,756,604	3,731,934	24,670	(190,400)
	Property Costs	1,507,400		1,507,400	754,615	676,059	78,556	148,600
	Transport Costs	151,600		151,600	126,332	106,016	20,316	1,100
	Supplies & Services	2,854,800		2,854,800	1,961,334	1,856,930	104,404	(5,400)
	Third Party Payments	0		0	0	0	0	0
	Transfer Payments	330,600		330,600	53,916	51,365	2,551	95,800
	Support Services	863,700		863,700	0	0	0	18,100
	Depcn And Impairment Losses	4,702,000		4,702,000	0	0	0	130,000
<b>Total Expenditure</b>		<b>15,329,400</b>		<b>15,329,400</b>	<b>6,652,801</b>	<b>6,422,304</b>	<b>230,497</b>	<b>197,800</b>
	Income	(15,329,400)		(15,329,400)	(11,749,590)	(11,737,305)	(12,285)	(331,200)
Housing Revenue Account	<b>TOTAL</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>(5,096,789)</b>	<b>(5,315,001)</b>	<b>218,212</b>	<b>(133,400)</b>

Department	Objective Name	Approved Budget Per 09	Operational Adjustments	Revised Estimate Per 10	Budget Estimate to Date - Per 10	Actual to Date	Variance (Over)/Under	Forecast
Housing Revenue Account	Housing Maintenance Team	3,506,100		3,506,100	2,386,827	2,186,882	199,945	(100,700)
	Hra - Client	(3,506,100)		(3,506,100)	(7,483,616)	(7,501,883)	18,267	(32,700)
Housing Revenue Account	<b>TOTAL</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>(5,096,789)</b>	<b>(5,315,001)</b>	<b>218,212</b>	<b>(133,400)</b>



EAST RENFREWSHIRE COUNCILCABINET13 April 2023Report by Chief Procurement OfficerProcurement Strategy 2023 - 2026**PURPOSE OF REPORT**

1. The purpose of this report is to seek approval of the new Procurement Strategy 2023-2026.

**RECOMMENDATIONS**

2. The Cabinet are asked to approve the Procurement Strategy, as detailed in Appendix 1.

**BACKGROUND**

3. The Procurement Reform (Scotland) Act 2014 requires the Council to develop a Procurement Strategy and review it annually. The new Procurement Strategy for 2023 – 2026 details how procurement in East Renfrewshire will play a fundamental role in supporting the delivery of the Council's strategic objectives and is a key enabling strand for continuous improvement across the Council.

4. This strategy will ensure Procurement supports our Services to deliver efficiently and effectively, adding value and professional expertise whilst ensuring compliance with procurement legislation.

**REPORT**

5. The new Procurement Strategy 2023-2026 is attached as Appendix 1 and outlines the procurement vision and mission statement;

*Our vision for procurement in East Renfrewshire is "To grow the strategic influence of procurement across the Council through respected and professional expertise fostering positive relationships which ultimately deliver innovative, sustainable and compliant practices which provide best and added value for the organisation."*

*Our mission statement is "The Procurement team will provide an efficient and effective procurement service that delivers value for money, continuous improvement and savings where possible from all goods, works and services required. We will support the Council's strategic vision and aims by providing quality advice to deliver lawful contracts that include but are not limited to community benefits, sustainability, social value, economic recovery and net zero".*

6. The Strategy sets out 5 procurement capabilities which will help to deliver operational and strategic procurement outcomes for the Council. These capabilities are aligned to the Council's overall vision, capabilities and values and are fully articulated in the Strategy:

- Legal Compliance and Governance
- Economic Growth, Environmental, Social and Sustainability
- Strategic Procurement to Deliver Best Value & Continuous Improvement
- Performance Reporting to Drive Performance and Support Savings Delivery
- Contract and Supplier Management

7. A detailed action plan is in place for the strategy and will be used to track and report progress.

## **FINANCE AND EFFICIENCY**

8. There are no specific financial implications arising from this report.

## **CONSULTATION & PARTNERSHIP WORKING**

9. Feedback on the Strategy was sought from all Directors and the Chief Officer Legal and Procurement.

## **IMPLICATIONS OF THE PROPOSALS**

10. There are no staffing, property, IT, Subsidy Control, equalities, sustainability or climate change implications with this report.

## **CONCLUSIONS**

11. The priorities for the procurement service have changed significantly over recent years, external drivers place expectations on the procurement process to deliver change in respect of demonstrating outcomes, delivering social value and helping the organization to tackle climate change. The new Procurement Strategy 2023-2026 sets the scene, identifies the areas that require action and ensures that procurement for East Renfrewshire will meet the current and future needs of the Council.

## **RECOMMENDATIONS**

12. The Cabinet are asked to approve the Procurement Strategy, as detailed in Appendix 1.

## **REPORT AUTHOR**

Chief Procurement Officer, Debbie Hill, Tel: 07889646701, email at [debbie.hill@eastrenfrewshire.gov.uk](mailto:debbie.hill@eastrenfrewshire.gov.uk)

Report date: 17 March 2023



# PROCUREMENT STRATEGY

## 2023 - 2026



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## **SECTION 1 INTRODUCTION**

This document updates the Council's current procurement strategy which was first published in 2017 and has been updated to cover the period April 2023 to March 2026. The strategy seeks to build on progress to date, capture and build on expertise and examples of best practice which are available within the Council, locally and nationally from the public, private and third sectors.

Section 15 of the Procurement Reform (Scotland) Act 2014 requires any public organisation, which has an estimated total value of regulated procurement spend of £5 million or more (excluding VAT) in a financial year, to prepare and publish a Procurement Strategy.

This Procurement Strategy sets out the vision, objectives and actions which will govern procurement activities for East Renfrewshire Council for the period 2023-2026.

The Council's key procurement objectives reflect both national and local policies and our aim is to build on our procurement model and Category Management approach to deliver strategic procurement outcomes for the Council by focusing improvement on five key procurement aims:

- Legal Compliance and Governance
- Economic Growth, Environmental, Social and Sustainability
- Strategic Procurement to deliver Best Value & Continuous Improvement
- Performance Reporting to drive performance & support savings delivery
- Contract & Supplier Management

This strategy will ensure Procurement supports our Services to deliver efficiently and effectively, adding value and professional expertise whilst ensuring compliance with procurement legislation.

Throughout the period of this strategy we will review and report upon our performance through our Annual Procurement Report.

## **SECTION 2 THE LOCAL EAST RENFREWSHIRE CONTEXT**

East Renfrewshire Council is committed to improving the lives of local people, promoting equality and fairness, and enhancing the area in which we live, now and for the future. Our procurement focus is on delivering better outcomes for all our customers and residents across East Renfrewshire, while managing the significant challenge of increasingly complex local service demands against a backdrop of decreasing public sector funding.

In this challenging climate, exacerbated by Brexit, COVID-19 and the global impact of conflict in Russia and Ukraine we will focus on working closely with our supply chains to ensure vital front line services continue to be delivered by working smarter, more resourceful, and find innovative solutions to meet the challenges ahead.

The Council spends over £130m on supplies, services and works. This sum is governed by the legislative framework which includes:

Directives  
 Regulations including Scottish Procurement Policy Notes  
 Case Law  
 Council Standing Orders Relating to Contracts  
 Financial Regulations

### SECTION 3 PROCUREMENT VISION & MISSION STATEMENT

The following Procurement Vision and Mission Statement has been developed to support the Councils vision for the future, while continuing to maximise procurement opportunities that enable and support continuous improvement and the delivery of best value.

Our Vision for Procurement in East Renfrewshire is:

*To grow the strategic influence of procurement across the Council through respected and professional expertise, fostering positive relationships which ultimately deliver innovative, sustainable and compliant practices which provide best and added value for the organisation.*

Our Mission Statement is:

*The procurement team will provide an efficient and effective procurement service that delivers value for money, continuous improvement and savings where possible from all goods, works and services required. We will support the Councils strategic vision and aims by providing quality advice to deliver lawful contracts that include but are not limited to community benefits, sustainability, social value, economic recovery, net zero.*

### SECTION 4 STRATEGY RATIONALE AND CONTEXT

East Renfrewshire Council's vision for the future is to be a "modern, ambitious Council creating a fairer future with all and our ultimate aim is to make people's lives better". The Council has 5 Strategic Outcomes where we are working across East Renfrewshire to achieve best Outcomes for:

- Early Years and Vulnerable Young People
- Learning, Life and Work
- Environment and Economy
- Safe, Supportive Communities
- Older People and People with Long-Term Conditions

The Council also has outcomes relating to Customer, Efficiency and People which are captured under the Strategic Outcome "Our Council is forward thinking and high performing". Procurement has an important role to contribute to the following:

- Customer: Satisfied customers access services that meet their needs
- Efficiency: Our physical, information and financial assets are efficiently managed
- People: We have engaged employees who are motivated to deliver our outcomes

In order to deliver on these Strategic Outcomes, 5 Capabilities have been identified to provide the necessary skills required. These are:

- Prevention
- Empowering Communities
- Data
- Modernisation
- Digital

Procurement can play an important role in supporting services to deliver against the Council's Strategic Outcomes and provide key skills contributing to the 5 Capabilities as detailed below:



**Prevention** – we will collaborate with Services across the Council with a focus on preventing poor outcomes for our residents and providing planned rather than reactive services. We will seek to maximise opportunities for collaboration and using an evidence based approach to designing services.

**Community Engagement** – we will achieve best value for the communities and people we service by utilising innovative approaches to engage our communities and to prioritise the allocation of resources. We will explore ways in which contractors, commissioned partners and communities can work in partnership with us to deliver outcomes.

**Data and Evidence** – we will utilise spend data, market analysis and build positive relationships and networks with key stakeholders to ensure an evidence based approach to strategic procurement and identifying efficiencies.

**Modernising How We Work** - we will focus on modernising our processes to avoid unnecessary approvals, duplication and manual processes. We will ensure Procurement meets the current and future needs of the Council and greater focus will be placed on Contract and Supplier Management to ensure best value is achieved from our contracts throughout their lifecycle.

**Digital** – we will harness the potential from the Council's core systems and ensure that the full purchase to pay processes throughout the Council are modern, digital and efficient.

The Council's previous Procurement Strategy 2019/22 was closely aligned with the Council vision and requirements of the Scottish Government. This delivered a number of achievements, including:

- Procurement activities undertaken in accordance with the applicable procurement legislation, the Council's Standing Orders Relating to Contracts and where appropriate following any best practice guidance issued by the Scottish Government;
- Procurement compliance, visibility and transparency embedded;
- Participation on national and regional strategic working groups including those hosted by Scotland Excel, Scottish Procurement, City Deal and Crown Commercial Services;
- Development and implementation of Standard Operating Procedures to ensure the team work to common principles and rules, but outputs are tailored to meet the needs of the specific category, reflecting the service area, stakeholder needs and the marketplace to ensure best value achieved;
- Procurement Contract Strategy and peer review for all goods, works and services ensuring an independent focus for lessons learned and shared in order to deliver continuous improvement in procurement activities;
- Continuous review of spend and use of Public Contract Scotland portals including PCS-Tender to issue contract opportunities online in a secure and efficient manner for suppliers;
- Design and implementation of a central online contracts register simplifying how data is recorded and reported to support contract management and decision making.

## SECTION 5 - STRATEGIC AIMS AND OBJECTIVES

The Procurement Strategy 2023-2026 has the following aims which support the Scottish Governments programme to '*deliver procurement that improves public services for a prosperous, fairer and more sustainable Scotland*':

- Legal Compliance and Governance
- Economic Growth, Environmental, Social and Sustainability
- Strategic Procurement to Deliver Best Value & continuous Improvement
- Performance Reporting to Drive Performance & Support Savings Delivery
- Contract & Supplier Management

The following section details the aims, actions and expected impact from this focused approach:

<b>LEGAL COMPLIANCE AND GOVERNANCE</b>
<p><b>Aim:</b> Ensure procurement procedures reflect developments in legislation and government guidance and support stakeholders to mitigate risk and deliver compliant contracts providing probity of Council spending.</p>
<p><b>Actions</b></p> <ul style="list-style-type: none"> <li>• Implement the statutory and legislative requirements derived from The Procurement Reform (Scotland) Act 2014 and The Public Contracts (Scotland) Regulations.</li> <li>• Ensure procurement activities reflect and support the Councils Strategic Outcomes.</li> <li>• Take advantage of aspects of the procurement legislation that provide procurement with greater flexibility and scope to deliver best value from Procurement activity.</li> <li>• Develop and maintain standard operating procedures to ensure common principles, rules and toolkits are applied.</li> <li>• Implement training and development opportunities for procurement in line with our benchmark against the national Procurement Development Framework.</li> <li>• Develop and deliver a focused programme of procurement training across the Council.</li> <li>• Consult and engage with stakeholders throughout the procurement lifecycle, to ensure our procurements properly reflect need.</li> </ul>
<p><b>How we will do it and Impact</b></p> <ul style="list-style-type: none"> <li>• Protect the Council from exposure to challenge or legal action by demonstrating ownership and accountability within procurement activities, with structured governance and assurance, to ensure clear, timely and auditable decision making.</li> <li>• Adapt our internal procedures, processes and documentation, where required to reflect the most up to date requirements.</li> <li>• The procurement team will have the skills and capability required to meet the current and future needs of the Council.</li> <li>• Support training and development of project leads, specification writers, contract and supplier managers to maintain and raise standards in procurement activities.</li> <li>• Build on expertise within service areas ensuring lessons are learned and shared, in order to ensure continuous improvement in our procurement activities.</li> <li>• Work with Legal services to review and improve East Renfrewshire Council standard contract terms.</li> </ul>

## ECONOMIC GROWTH, ENVIRONMENTAL, SOCIAL AND SUSTAINABILITY

**Aim:** Compliance with our legislative and statutory procurement duties as well as consideration of areas such as living wage, circular economy, whole life costing, community health and wellbeing and early involvement of SMEs, Social Enterprises, Supported Businesses and Third Sector.

### Actions

- Ensure compliance with the Procurement Reform (Scotland) Act 2014 in relation to the Sustainable Procurement Duty.
- Embed sustainability in all regulated procurement activities including consideration of Fair Work First Principles, Equalities, Community Benefits, promoting payment of the Living Wage, Prompt Payment in the Supply Chain, Circular Economy initiatives and Whole Life Costing.
- Design whenever we can, each procurement in a way that encourages participation from SMEs, Third Sector and Supported Businesses to develop our local communities social, environmental and economic wellbeing.
- Promote to internal services the benefits of sustainable procurement and the use of the Scottish Governments Sustainability Toolkit and eLearning modules.
- Work closely with Economic Development on Community Wealth Building, harnessing our spending power to buy more locally where possible.
- Provide support, advice and sign posting to local businesses improving their ability to respond to procurement activities and also their economic recovery.
- Work closely with the Get to Net Zero Team to identify opportunities within our procurement work plan to contribute to the Councils Action Plan.

### How we will do it and Impact

- SME's, Third Sector, Social Enterprises, Supported Businesses and the local business community will be supported with advice and guidance enabling them to engage commercially with the Council.
- Support services to utilise the Scottish Governments sustainable procurement tools, prioritisation assessment, sustainability test and life cycle mapping.
- Optimise the Community Benefits process by working more closely with relevant internal stakeholders and placing greater emphasis on ensuring benefits for East Renfrewshire residents are delivered.
- Training and awareness sessions for internal stakeholders on sustainable procurement with emphasis on the application of circular economy, whole life costing, early involvement of SMEs, Social Enterprises, Supported Businesses and Third Sector organisations.
- Consider sub-dividing tenders into lots, giving consideration for local businesses, SMEs, Third Sector Organisations and Supported Businesses.
- Increasing 'Meet the Buyer' events, workshops and awareness of contract opportunities.
- Explore the use of faster payment options for small businesses.
- Apply the Fair Work First criteria into all relevant tender activities.
- Include in all relevant tender activities Living Wage criteria to increase the number of socially responsible businesses delivering Council contracts.
- If the market allows for it, for goods/services under £50,000 and for works under £2million, SMEs and local suppliers will be invited to bid for these contracts.
- Simplify tender documents where possible to ensure the procurement process is proportionate and easy to navigate.

## STRATEGIC PROCUREMENT TO DELIVER BEST VALUE & CONTINUOUS IMPROVEMENT

**Aim:** To deliver a strategic procurement service by working closely with key stakeholders supporting the Council budget savings and driving a commercial focus across the organisation.

### Actions

- Work closely with departments to identify opportunities and challenge current models of delivery by being involved in conversations from the outset.
- Challenge the demand for goods and services and seek to rationalise core requirements where possible.
- Category Managers trained and developed to their maximum potential, thereby offering a more strategic and commercial approach to procurement activities.
- Category Managers increasing their commodity knowledge through building relationships and taking advantage of collaboration and networking opportunities.
- Council representation on key local, regional and national working groups including those hosted by Scotland Excel and Scottish Procurement.
- Increasing use of spend data analysis, market awareness and benchmarking to design innovative and competitive tenders.
- Ensure all procurement activity is carried out in a transparent, consistent and accountable manner, in accordance with procurement legislation and the Councils internal governance.
- Review spend data to identify opportunities for savings and identify off-contract spend Work with services to ensure compliant contracts are put in place
- Improve purchase to pay processes to strengthen controls, increase efficiency and provide useful information to key stakeholders.
- Continue to improve procurement performance across the Council as measured by the Scottish Government's Procurement & Commercial Improvement Programme (PCIP).
- Use the Scottish Government Procurement Competency Framework to establish the skills and competency levels required to fulfill the procurement team roles, identify where training is required and opportunities for in team coaching and mentoring.
- Review and update the Councils Contract Standing Orders to ensure that changes to Public Contracts Regulations are included.

### Impact

- Procurement team will work with services to ensure we hold an accurate current and future tender pipeline to enable efficient allocation of procurement resources.
- Procurement will continue to develop and improve the Council's procurement processes and support their adoption across the Council.
- Increase the capability of services to think and act commercially by working together.
- Strong supplier relationships and market awareness through adoption of the Councils Contract and Supplier Management model.
- Procurement will have the tools, knowledge and skills required to support innovative procurement solutions and provide added value to Services.
- Ensure the Council meets the requirements of the procurement Regulations and the fundamental principles of non-discrimination, transparency and proportionality.
- Procurement will drive innovation and best practice.
- Procurement will collaborate across the sector where possible to maximise opportunities and share best practice.

## PERFORMANCE REPORTING TO DRIVE PERFORMANCE AND SUPPORT SAVINGS DELIVERY

**Aim:** To use an evidenced based approach to provide visibility of key performance information which supports informed decision making around the current and future direction of Procurement.

### Actions

- Develop and maintain the online central contracts register which is to be used across the Council.
- Preparation of the Annual Procurement Report and annual strategy update.
- Production of reports and dashboards to support relationships with Services leading to an increased focus on demand management.
- Monitoring of contract activity including performance, issues and risks.
- Continue to utilise the procurement Intranet page to communicate information across the Council.
- Monitor and report on the use of the procurement module of the Finance and Procurement system to strengthen proper use across the Council.
- Respond to local and national reporting requirements.
- Contract Strategy documents will be used for all tendering activities to allow reporting on procurement decisions.

### Impact

- A robust process for savings capture and a full organisational awareness of the value provided by Procurement.
- Digital tools in place to support ease of access and interrogation of contract information, spend data and market analysis.
- Increased awareness across Services of spend information and how to use this to inform and understanding of demand management and decision making.
- Procurement will support services to use collaboratively developed national and sectoral systems and best practice tools to exploit sustainable outcomes and support national reporting

## CONTRACT AND SUPPLIER MANAGEMENT

**Aim:** Support services to take a proactive approach to contract and supplier management to achieve innovation and value for the Council and our residents.

### Actions

- Procurement will provide a formalised method of monitoring supplier performance against contract requirements.
- Procurement will ensure there is clarity of roles and responsibilities by all parties relating to contract and supplier management.
- Support services to determine the level of management required based on size, value and risk of the organisation to help determine the frequency of supplier review meetings.
- Support services to monitor contract compliance against the terms of the contract and step in if contract failure is identified.
- Procurement will refine and continually review and update standard documentation in line with best practice across the public sector.
- Procurement will support services to realise estimated and planned savings to be captured through proactive contract and supplier management.
- Procurement will facilitate events to support suppliers to get tender ready and give them awareness of contract and supplier management requirements.

**Impact**

- Consistent approach adopted by using standardised agenda, minutes, action notes
- Adoption of standard balanced scorecard for measuring supplier performance which sets targets and includes a red, amber, green status indicator.
- Regular reviews of all high value and high risk suppliers to monitor contract performance, improve output, identify savings and transfer of knowledge.
- Suppliers will be encouraged to engage with local supply base and SME's through community benefit contract clauses.
- Supplier performance will be clearly documented to support lessons learned and to inform subsequent procurements for similar commodities in the future.
- Delivery of financial and non-financial benefits.

## SECTION 6 FINANCE

The procurement of goods, works and services in the Council is varied and ranges from low value low risk purchases to high value and complex procurements for the construction of infrastructure and buildings. In 2021/22 the Council spend on procured goods and services by Directorate is detailed in the table below.

Goods and services is defined as receivable goods including but not limited to deliverables, supplies, equipment or commodities and services including assembling, labour, installation, training, inspection, maintenance and repairs. Works is defined as a contract including but not limited to building, construction, fabrication, completion, erection, fitting out, modification, renovation and alteration

Directorate Description	Total Spend 2021/22
HSCP	£44,528,009
Environment	£35,434,845
Capital	£23,480,526
Education	£22,479,368
Business Operations & Partnerships	£7,131,601
Chief Executives	£464,652

It is the role of Procurement to support activities which encourage and provide opportunities for businesses located in the East Renfrewshire Council area and particularly Small to Medium Enterprises (SME's). Work in this area includes the Annual Meet the Buyer and local supplier engagement activities to support bidders to get Tender and Quick Quote ready. Data from the Scottish Procurement Information Hub shows in 2021/22 Council spend was £17m with businesses who are located in East Renfrewshire which is an increase of £1.4m from 2020/21 and £5.5m from 2019/20. Data also shows that 62.6% of East Renfrewshire Council spend was with SME's and local spend has increased from 9.6% in 2019/20, 12% in 2020/21 to 14% in 2021/22. This Strategy will see a continued focus on improvement in this area.

The Council has implemented a number of new "Core Systems" which provide significant benefits to Procurement, with the ability to provide a greater level of interrogation and analysis of spend data. These systems will also allow us to improve our internal processes and reporting as well as allow to work with Services to exploit opportunities for innovative approaches and greater efficiencies in service deliver. Procurement remain extensively involved in the specification of the procurement elements of new systems and it is vital that their full functionality is harnessed to allow more detailed reporting of performance of this Strategy going forward.

## **SECTION 7 IMPLEMENTATION, MONITORING AND REPORTING**

Duties under The Procurement Reform (Scotland) Act 2014 require the Council to develop and review the Procurement Strategy annually. In addition to this mandatory Procurement Strategy and to meet regulatory requirements, the Council must also prepare and publish an Annual Procurement Report disclosing how its procurement activity has complied with its published procurement strategy.

The Procurement Reform Act (Scotland 2014) lists the minimum requirements that an Annual Procurement Report should contain and advises that the report must include:

- A summary of the regulated procurements for the financial year and of the regulated procurements the authority expects to commence in the next two financial years;
- A review of whether procurements have complied with the contracting authority's procurement strategy;
- A summary of any community benefit requirements imposed as part of a regulated procurement and any steps taken to facilitate the involvement of supported businesses in regulated procurement

Procurement will next publish the Council's Annual Report for 2022/23 in October 2023 and this will also include an update on work achieved under this Procurement Strategy.

In addition to these internal procedures for the monitoring, reviewing and reporting on the Procurement Strategy the Council's procurement performance is also subject to Procurement and Commercial Improvement Programme assessments (PCIP). Successful implementation of the Procurement Strategy will put East Renfrewshire Council in a strong position for further improvement in the next round of PCIP assessments.

The Council will publish this Procurement Strategy on our website, and will notify Scottish Ministers of the publication of our strategy.



## SECTION 8 PROCEDURES, POLICIES & PROCUREMENT TOOLS

The Council operates against a backdrop of policies and procedures to aid the delivery of Council activity in compliance with legislation and with local and national policies. The Council relies on the following Procedures, Policies and Procurement Tools to support its procurement activities:

### **Procedures**

As a contracting authority, East Renfrewshire Council must make arrangements to ensure the proper conduct of business, including conformance to standards of good governance and accountability with regard to procurement.

To ensure Procurement Strategy key objectives are delivered effectively, there remains a continuing need to recognise the requirement for and execution of an appropriate Council governance framework.

The presence of this framework will enable key objectives to be achieved through a decision making process which ensures appropriate approvals are in place.

In adhering to this governance framework, the Council ensures that its regulated procurements are carried out in compliance with its duty to treat relevant economic operators equally and without discrimination and that these procurements will be undertaken in compliance with its duty to act in a transparent and proportionate manner.

In maintaining this governance framework, the Council will ensure that a continuing focus remains in relation to updating, and appropriately applying the following procedural governance documents;

### **Contract Standing Orders**

The Council's Standing Orders Relating to Contracts set out how contracts for all goods, services and works will be made by the Council.

The purpose of these Standing Orders is to ensure that contracts are appropriate for their purpose, provide the right balance between price and quality, and are procured in an open way that demonstrates probity and compliance with the Council's policies.

The Standing Orders are applied having regard always to equal treatment, non-discrimination, proportionality and transparency. All Council employees must treat tenderers equally and without discrimination and act in a transparent and proportionate manner at all times.

The Standing Orders also set out the Council's obligations in ensuring that the suppliers and service providers it contracts with comply with all statutory requirements in respect of ensuring equal opportunity in employment under the provisions of the Equality Act 2010 and with all current Health and Safety legislation and approved Codes of Practice, as may be applicable to the contract. Promotion of this compliance is in line with the requirements of the Procurement Reform (Scotland Act) 2014.

*East Renfrewshire Council Standing Orders Relating to Contracts*

<https://intranet.erc.insider/search?q=contract+standing+orders&go=Go&returnarticleid=1&articleaction=newsearch>

## **Financial Regulations**

The Council's Financial Regulations set out the framework for managing the Council's financial affairs. They seek to ensure that the Council conducts its affairs in a way that complies with legislation, accepted accounting procedures and professional good practice.

The Council's Financial Regulations apply to every employee of the Council or anyone acting on its behalf. All employees have a responsibility to provide for the security of assets under their control, and for ensuring that the use of these resources is legal, properly authorised, and provides Best Value.

*East Renfrewshire Council Financial Regulations*

<http://intranet.erc.insider/CHttpHandler.ashx?id=11444&p=0>

## **Scheme of Delegation**

The Scheme of Delegation is intended to facilitate the effective undertaking of Council business by clearly setting out the nature and extent of the powers delegated to officers by the Council, in order to ensure an efficient running of day to day operations and to allow the Council to carry out its functions and achieve its Strategic Objectives.

The Council's approach to delegation has been influenced by its commitment to facilitate participation in the decision making process and to delegate to Chief Officers. The result is that the Council has reserved very few powers to itself and has agreed extensive delegations to officers.

## **Policies**

The Council has clear Strategic Objectives set out within the Outcome Delivery Plan and a strong focus on monitoring and reporting performance. The Strategic Objectives are supported by each Service through their individual Service and Improvement Plans.

To further ensure that the Council's regulated procurements contribute to the carrying out of its functions and the achievement of its purposes, this Procurement Strategy, in line with its Key Objectives, will be delivered in accordance with the Outcome Delivery Plan, the individual Service and Improvement Plans and a set of national and local policies and strategies. These are embedded within existing procurement processes.

## **Sustainable Procurement Policy**

The Council's approach to sustainable procurement is rooted within the procurement process to promote a commitment to sustainability and achievement of Best Value for the Council. In an ongoing effort to embed sustainability issues in procurement exercises, three strands of sustainability are explored at the contract strategy stage; environmental, social and economic factors along with a consideration on how the Council can facilitate the involvement of SMEs, third sector bodies and supported businesses in procurement exercises, as well as a promotion of innovation in the design and delivery of services. Full details of the Council's approach to Sustainable Procurement are incorporated in our Sustainable Procurement Policy which was approved in 2020.

Community Benefit Requirements – The Council will adhere to all statutory guidance and legislation on the use of Community Benefits, ensuring that all regulated procurements include Community Benefits clauses where relevant. This policy reflects East Renfrewshire Council's approach to sustainable procurement. A new process has been implemented to further enhance the identification and capture of Community Benefits which is supported by a Community "wish list" to identify local priorities. It is applied to all contracts for works, goods or services in which the Council has an interest.

### **Living Wage**

Whilst there are no legal restrictions on requiring payment of the living wage, suppliers are encouraged to pay the living wage to their employees. The fair working practices question that promotes a healthy, happy and motivated workforce is included in all appropriate contracts.

The Council follows the lead of the Scottish Government by promoting the payment of the Living Wage to persons involved in fulfilling procurement requirements by considering, where relevant and proportionate, when Fair Working Practices should be addressed in contracting opportunities. The Council will comply with the Statutory Guidance on the Selection of Tenderers and Award of Contracts – Addressing Fair Work Practices, including the Living Wage, in Procurement.

Led by Procurement, the Council became an accredited Living Wage employer in November 2020.

### **Fair Work First**

East Renfrewshire Council is also committed to applying the seven Fair Work First criteria internally and in publicly funded supply chains. Fair Work First is the Scottish Government's policy for driving good quality and fair work in Scotland. Through this approach, East Renfrewshire Council is asking bidders to describe how they are committed to progressing towards adopting and how they intend to continue embedding the five Fair Work First criteria:

- appropriate channels for effective voice, such as trade union recognition
- investment in workforce development
- no inappropriate use of zero hours contracts
- action to tackle the gender pay gap and create a more diverse and inclusive workplace
- providing fair pay for workers (for example, [payment of the real Living Wage](#))
- offer flexible and family friendly working practices for all workers from day one of employment
- oppose the use of fire and rehire practices

In order to ensure the highest standards of service quality in this contract we expect suppliers to commit to progressing towards adopting the five Fair Work First criteria in the delivery of contracts as part of a fair and equitable employment and reward package as a route to progressing towards wider fair work practices.

### **Modern Slavery**

The Council has adopted the Charter Against Modern Slavery which addresses modern slavery in the supply chain. The Council will focus attention on the key areas of Training and Awareness Raising, Tender Documentation, Ensuring Compliance and Reporting.

### **Health and Safety**

The Council ensures that appropriate health and safety requirements are included in the evaluation for all its procurements, in line with all the relevant legislation. Thus ensuring that successful suppliers are fulfilling their legal obligations.

### **Prompt Payment in the Supply Chain**

The Council shall comply with late payment legislation, which places a statutory duty on all public bodies to pay commercial debt within 30 calendar days of receipt of a valid invoice.

### **Consulting and Engaging with Stakeholders**

The Council continues to consult and engage with those affected by our procurement

activities through the development of contract strategies, in advance of the procurement exercise and through our focus on identifying opportunities for collaborative Contract and Supplier Management. Liaison during both the development and feedback stages of projects, ensuring that all opinion and feedback is considered when resulting agreements are implemented and executed, ensures continuous improvement in the delivery of services and allows the Council to understand the impact of our procurement activity. The Council is currently assessing options for a corporate approach to Contract and Supplier Management which will ensure the Council receives value expected from contractual relationships, mitigate risks of failure and encourage innovation.

### **Animal Welfare**

The Council recognises the requirement to find practical ways to supply healthy, fresh, seasonal, and sustainably grown food which represents Best Value whilst improving the health, wellbeing and education of communities in our area. Through Procurement's collaboration with our internal stakeholders and with Scotland Excel, the Centre of Procurement Expertise for Scotland's local government sector, we will work to put in place affordable contracts which meet the nutritional requirements for food, for all users of our catering services, whilst promoting the highest standards of animal welfare, in accordance with all statutory guidance and legislation. The Council is committed to including requirements that promote animal welfare in all relevant contracts. The Council will work with Scotland Excel to ensure that the contracts the Council are participating in promote the highest standards of animal welfare.

### **Fairly and ethically traded good and services**

For each regulated procurement exercise, at the contract strategy development stage, consideration will be given to the sourcing of goods and services that are ethically traded. In line with the Council's Strategy and where ethically traded goods and services are available, the Council will work with all relevant stakeholders and take a Best Value approach when applying fair and ethically trading principles in procurement activities.

A number of other policies are relevant to or impact on the Council's procurement activities. These include:

- Gifts, hospitality and other inducements
- Conflicts of interest declaration
- Suppliers charter
- Council Health & Safety Policy
- Glasgow City Region City Deal Procurement Strategy
- Glasgow City Region City Deal Sustainable Procurement Policy

### **Procurement Tools**

Key tools that the Council has embedded into the procurement process, which help contribute to compliance with the mandatory requirements under the Procurement Reform (Scotland) Act 2014, are detailed below.

- [Procurement Journey](#)
- [Public Contracts Scotland](#)
- [Public Contracts Scotland – Tender](#)
- [Scottish Procurement Information Hub](#)

National policies, legislation, and tools relating to the Scottish Government's reform programme which help drive best practice, deliver savings and improve the procurement capability can be found by clicking the following links (this is not an exhaustive list):

- [Procurement Reform Update \(SPPN 1/2016\)](#)
- [Scottish Model of Procurement](#)
- [Changes to European Directives](#)
- [Public Procurement Reform Programme](#)
- [Scottish Sustainable Procurement Duty](#)
- [Procurement and Commercial Improvement Programme \(PCIP\) - Overview](#)
- [Public Sector Procurement - Suppliers Guidance](#)

## SECTION 9 STRATEGY OWNERSHIP AND CONTACT DETAILS

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**Chief Procurement Officer**

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## SECTION 10 - GLOSSARY

Term	Description
Annual Procurement Report	The Procurement Reform (Scotland) Act 2014 requires all contracting authorities obliged to publish a Procurement Strategy, to publish an Annual Procurement Report on its regulated procurement activities as soon as reasonably practicable after the end of its financial year.
Award	A decision to accept a tenderer's offer to supply/provide specified goods/services/works according to agreed terms and conditions, thereby creating a legally binding contract.
Best Value	The duty under the Local Government Act in Scotland 2003 to secure continuous improvement in the economy, efficiency and effectiveness with which they exercise their functions.
Brexit	An abbreviation for "British exit," referring to the UK's decision in a June 23, 2016 referendum to leave the European Union (EU).
Category Management	Procurement approach used within East Renfrewshire Council to manage categories of spend to increase efficiencies and expertise.
Circular Economy	A model of production and consumption, which involves sharing, leasing, reusing, repairing, refurbishing and recycling existing materials and products as long as possible.
Collaboration	Cooperative joint working with another public sector organisation.
Community Benefits Clauses	Community Benefits Clauses provide a means of achieving sustainability in public contracts.
Contract Management	The process of monitoring the performance of a supplier to contract.
Contractor	The provider of any supplies, services or works under contract. Or, in the context of works, at any stage of the process.
Contract Strategy	A document that shows the preparatory thinking that is done about a procurement process, including sustainability considerations, stakeholders to be involved, risks etc.
Crown Commercial Services	An executive agency sponsored by the Cabinet Office to bring together policy, advice and direct buying, providing commercial services to the Public Sector.
Equality Duty	Compliance with the terms of the Equality Act 2010 and any guidance provided by the Scottish Ministers for local authorities to comply with the Public Sector Equality Duties.
Fair Work First	Fair Work First is the Scottish Government's flagship policy for driving high quality and fair work across the labour market in Scotland by applying fair work criteria to grants, other funding and contracts being awarded by and

	across the public sector, where it is relevant to do so.
Procurement Commercial Improvement Programme (PCIP)	Annual assessment of public sector organisations that focuses on the policies and procedures driving procurement performance and the results they deliver.
Public Contracts Scotland (PCS)	The national advertising portal used to advertise all Scottish Government goods, services or works contract opportunities.
Public Contracts Scotland – Tender (PCS-T)	The national eTendering system.
Procurement exercise	Full end to end procurement exercise documentation from strategy development to contract and supplier management.
Procurement Journey	Public procurement toolkit made available by the Scottish Government to support public sector procurement with guidance and templates on the procurement process when appropriate.
Purchase to Pay	Entire supply chain process, from goods receipt to payment process.
Quick Quote	Procurement method for lower value tenders, where the Invitation to Quote is sent to a set distribution list of suppliers rather than being publically advertised.
Scotland Excel	Scotland Excel is the Centre of Procurement Expertise for Scotland's local government sector.
Scottish Procurement	Directorate within the Scottish Government, carrying out procurements on behalf of the Scottish public sector.
Services/ Supplies/ Works	<p>A public service contract is a contract having as its object the provision of services.</p> <p>A public supply contract is a contract having as its object the purchase, lease, rental or hire purchase with or without an option to buy, of products.</p> <p>A public works contract is a contract having as its object a building or civil engineering project or piece of work.</p>
SMEs	Small and Medium Enterprises - The category of micro, small and medium-sized enterprises (SMEs) is made up of enterprises which employ fewer than 250 persons and which have an annual turnover not exceeding 50 million euro and/or an annual balance sheet total not exceeding 43 million euro.
Social Enterprises	Businesses whose primary objectives are social or “more than profit”.
Specification	The part of the invitation to quote or invitation to tender which details the nature and quality of the goods, services or works.
Stakeholder	Any person or group who has a vested interest in the success of the procurement activity, i.e. either provides services to it, or receives services from it.

Standing Orders Relating to Contracts	The set of rules governing the procurement and financial regulations with which the Council must comply, in terms of the Local Government Scotland Act 1973.
Supplier	An entity who supplies goods or services.
Supplier Development Programme	A business support initiative using training and information to improve the competitiveness of local businesses.
Supply Chain	All activities, resources, products etc. involved in creating and moving a product or service from the supplier to the procurer.
Supported Business	A supported business' primary aim is the social and professional integration of disabled or disadvantaged persons. At least 30% of the employees of those businesses should be disabled or disadvantaged.
Sustainability	In relation to procurement, sustainability involves understanding the potential environmental, social and economic impacts that are a result of purchasing decisions.
Tender	An offer, or bid, by a tenderer in response to an invitation to tender (ITT).
Third Sector	The third sector includes charities, social enterprises and voluntary groups; delivers essential services, helps to improve people's wellbeing and contributes to economic growth.
Value for Money	The optimum combination of cost and quality to provide the required service.
Whole Life Costs	The costs of acquiring goods or services (including consultancy, design and construction costs, and equipment), the costs of operating it and the costs of maintaining it over its whole life through to its disposal – that is, the total ownership costs. These costs include internal resources and overheads.



EAST RENFREWSHIRE COUNCILCABINET13 April 2023Report by Director of EnvironmentROADS RESURFACING WORKS PROGRAMME 2023/24**PURPOSE OF REPORT**

1. The purpose of this report is to advise on the major additional Roads Works Programme in relation to Carriageway and Footway Resurfacing for 2023/24.

**RECOMMENDATIONS**

2. The Cabinet is asked to approve the roads resurfacing works programme for 2023/24 as detailed in Appendix A.

**BACKGROUND**

3. Each year the Roads and Transportation Service proposes a programme of works of carriageways and footways that require resurfacing.

4. Members will recall that the Council, in February 2019 committed an additional £15m Capital investment for roads infrastructure over 5 years starting from and including 2019/20 (£3m per year).

5. It is recognised that whilst the Council's A and B class road network is in a relatively good condition C & unclassified class roads require significant works and in cognisance of this the proposals for the majority of the additional £3m annual allocation has been directed towards these types of road.

6. During the first 4 years of this additional capital investment, despite a delayed start in the first year and then Covid lockdown delays in the second year, as at the end of 2022/23 a total of 134 sections of carriageway and 44 sections of footway have been resurfaced. Without this capital allocation these would not have received any treatment other than safety defect repairs.

7. £200-300k of this additional capital budget has also been spent each year on upgrading street lighting, replacing our lanterns with more energy efficient LEDs and 18 sets of traffic signals/pedestrian crossings have also been replaced/upgraded.

**REPORT**

8. A proposed Road Works Programme for financial year 23/24 covering major carriageway and footway resurfacing is attached (Appendix A).

9. As in previous years the prioritisation of the proposed resurfacing schemes within the Roads Works Programme has taken the following objective factors into consideration:

- The structural condition of the road or footway;
- The usage of the road or footway;
- Cost of maintenance for the previous three years;
- Number of complaints received regarding the road/footway; and
- Geographical spread.

10. Given the significant reduction in the 2023/24 revenue budget for road repairs, it is proposed to allocate £200k of this year's additional capital budget towards structural patching on carriageways and footways at locations yet to be identified throughout the Council area.

### **FINANCE AND EFFICIENCY**

11. The works will be carried out by our own Roads Contracting Unit and also private contractors. A procurement framework is in place to ensure the delivery of this work including a contract for coal tar testing across the identified improvement sites.

### **CONSULTATION & PARTNERSHIP WORKING**

12. Not applicable in this case.

### **IMPLICATIONS OF THE PROPOSALS**

13. There are no implications associated with this report in terms of staffing, property, legal, or IT.

14. These proposed works will have a neutral impact on Council Operations achieving net zero as it is part of the baseline work within the road's service and is not deemed to be new or additional. However, there will be emissions related to the purchasing and laying of road surfacing materials.

15. This report does not have any implication in terms of equalities.

### **CONCLUSIONS**

16. The 2023/24 proposed road resurfacing works programme will utilise the additional resources of £3 million made available to improve the roads condition across the authority. It is recognised that whilst the Council's A and B class road network is in a relatively good condition the C Class & unclassified roads require significant works and, as a consequence, the majority of the additional £3m allocation has been directed towards these types of road.

### **RECOMMENDATIONS**

17. The Cabinet is asked to approve the roads resurfacing works programme for 2023/24 as detailed in Appendix A.

Director of Environment

For further information contact: Gillian McCarney, Head of Environment (Chief Planning Officer)

March 2023

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## **Appendix A**

**East Renfrewshire Council  
Roads and Transportation Services  
Resurfacing Works Programme**

**2023/2024**

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<u>Carriageway Resurfacing</u>	<u>Ward</u>
B771 Paisley Road (part), Barrhead	1
A736 Main Street, Barrhead (Dovecothall Rbt to Church Road Westbound)	1
A736 Lochlibo Road (at Holehouse Brae), Neilston	1
C3 Uplawmoor Road (part)	1/2
Aurs Crescent, Barrhead	1
Larchwood Terrace, Barrhead	1
Newton Avenue (Cedar Place to Oakbank Drive), Barrhead	1
Campbell Drive, Barrhead	1
Harelaw Avenue, Barrhead	1
A77 Ayr Road, Newton Mearns	2/5
B769 Stewarton Road (Spiersbridge Roundabout to Patterton Roundabout)	2/3
Forrestfield Crescent, Newton Mearns	2
Lomond Drive, Newton Mearns	2
Double Hedges Road, Neilston	2
Merrycrest Avenue (Braidholm Road to Thornlea Drive), Giffnock	3
Merryton Avenue, Giffnock	3
North Park Avenue, Thornliebank	3
Summerlea Road, Thornliebank	3
Westfield Road, Thornliebank	3
Percy Drive, Giffnock	3
B759 Carmunnock Road (Laurel Grove to Council Boundary), Busby	4
Arthur Street, Busby	4
Burnside Gardens, Clarkston	4
Golf Road (Stewart Drive to Seres Road), Clarkston	4
Hillend Road (Sundale Avenue to Glendoune Road), Clarkston	4

<b><u>Carriageway Resurfacing cont.</u></b>	<b><u>Ward</u></b>
Stamperland Drive (Stamperland Gardens to Stamperland Way), Clarkston	4
Stamperland Gardens(Clarkston Road to Randolph Drive), Clarkston	4
Woodbank Crescent, Clarkston	4
C1 Mearns Road (Laigh Road to Broom Road), Newton Mearns	5
B764 Eaglesham Moor Road (part)	5
Bonnyton Drive (Access to No. 61 to Access to No. 128), Eaglesham	5
Broom Road East (Co-op to Mearns Road), Newton Mearns	5
Cedarwood Avenue (Cul-de-Sac), Newton Mearns	5
Dunvegan Drive (part), Newton Mearns	5
Lochbroom Drive, Newton Mearns	5
Maple Avenue, Newton Mearns	5
Montgomery Street, Eaglesham	5
Shawwood Crescent, Newton Mearns	5
Polnoon Street, Eaglesham	5
Woodland Crescent, Eaglesham	5
Carriageway & Footway Structural Patching	Various

<b><u>Footway Resurfacing</u></b>	<b><u>Ward</u></b>
Fraser Avenue (part), Newton Mearns	2
Glen Doll Road, Neilston (Part)	2
Glen Finlet Crescent, Neilston (Part)	2
Lomond Drive, Newton Mearns (Part)	2
Douglas Avenue, Giffnock	3
Merryton Avenue, Giffnock	3
Heathside Road, Giffnock	3
Southlea Avenue, Thornliebank	3



**Footway Resurfacing cont.**

**Ward**

Carmunnock Road (Laurel Grove to Council Boundary), Busby	4
Stamperland Gardens (Clarkston Road to Randolph Drive), Clarkston	4
Woodbank Crescent, Clarkston	4
Broomfield Avenue (Castlehill Avenue to Castleton Drive), Newton Mearns	5
Woodland Crescent, Eaglesham	5

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EAST RENFREWSHIRE COUNCILCABINET13 April 2023Report by Director of EnvironmentTHE EAST RENFREWSHIRE COUNCIL (SCHOOLS STREETS)  
(GIFFNOCK PRIMARY SCHOOL) (PROHIBITION OF VEHICLES)  
(TRAFFIC REGULATION) ORDER 2023**PURPOSE OF REPORT**

1. The purpose of this report is to submit for approval of the Cabinet the making and confirmation of 'The East Renfrewshire Council (Schools Streets) (Giffnock Primary School) (Prohibition of Vehicles) (Traffic Regulation) Order 2023'.

**RECOMMENDATIONS**

2. The Cabinet is asked to note the contents of this report to approve and confirm the making of 'The East Renfrewshire Council (Schools Streets) (Giffnock Primary School) (Prohibition of Vehicles) (Traffic Regulation) Order 2023' and delegate to the Director of Environment the implementation of the Order in accordance with the associated statutory procedures.

**BACKGROUND**

3. The Council introduced a timed traffic restriction on Academy Road for a trial period of 18 months starting on 7<sup>th</sup> June 2021. This prohibited most vehicular traffic (with exemptions) from the road between 08:30-09:30 and 14:30-15:30 on school days.

4. On 1<sup>st</sup> December 2022, the Cabinet approved a request to Transport Scotland (subsequently granted) that the temporary restriction be extended for a further six months. The granting of this request was conditional on ERC's intention to introduce a permanent restriction on the same terms as the temporary restriction. It was also agreed that the ERC Roads and Transportation Service would develop a policy outlining formal criteria for School Streets for future consideration by the Cabinet.

**REPORT**

5. It is proposed to introduce a timed traffic restriction on Academy Road that will prohibit most vehicular traffic from the road between 08:30-09:30 and 14:30-15:30 on Mondays-Fridays during the school term on a permanent basis. Exemptions will be provided for residents of properties accessed via the restricted area (who will be issued with permits), Blue Badge holders, and the emergency services.

6. The proposals, if implemented, will improve access and the safe use of Academy Road for pedestrians and cyclists during school pick-up and drop-off times.

## FINANCE AND EFFICIENCY

7. The financial implications of making the Traffic Regulation Order will be met from the CWSR (Cycling, Walking, and Safer Routes) budget allocated by Transport Scotland.
8. There will be no requirement to install additional signage associated with the new permanent restriction. There will however be typical maintenance costs associated with renewal of the signage when required which is estimated to be in the region of approximately £100 every 8-10 years. This cost will be met from the annual signing maintenance budget.

## CONSULTATION

9. A statutory consultation was carried out on the proposals between 9 December 2022 and 15 January 2023 in compliance with "The Local Authorities' Traffic Orders (Procedure) Scotland Regulations 1999 (and subsequent amendments)". A Public Notice was published in the Evening Times newspaper, the Tell Me Scotland website and the Council's website informing of the consultation and advising where drawings showing the proposals could be viewed and where any representations or objections should be sent. Police Scotland, emergency services and other organisations including Elected Members for the Ward were notified of the consultation by email.
10. All properties with direct access to Academy Road and all properties on Orchard Park and St Catherine's Road were hand delivered a letter detailing the proposal and its implications for vehicular access along Academy Road during the restricted hours.
11. Two objections to the proposals were received. These related to the inconvenience the proposals would cause to non-exempt road users; the perceived arbitrariness of the reasoning for the proposals; congestion caused by parked vehicles on St Catherine's Road and Rosslea Drive during the school run; and abusive behaviour that had been targeted at those driving legitimately within the temporarily restricted area.
12. Following responses being sent to the two objectors and requests that they confirmed whether they wished to withdraw or maintain their objections, one objector confirmed that they wished to maintain their objection while no confirmation was received from the other.
13. In accordance with the statutory procedures, none of the objections require the Council to hold a Hearing by an Independent Reporter.
14. Police Scotland have confirmed that they have no objections to the proposal. In February 2023, the Police issued Fixed Penalty Notices for contravention of the restriction for the first time, having previously focused on educating road users. This led to several enquiries from road users who had been fined, though they could not be treated as formal objections as they were received after the end of the consultation period.
15. **Appendix 1** of this Report provides a summary of all objections and enquiries received, comments by the Roads Service, and the proposed resolution for each.

## PARTNERSHIP WORKING

16. The development of the temporary pilot School Street involved extensive dialogue with the Education department, members of the Giffnock Primary School community (including the Head Teacher and members of the Parent Council), and Police Scotland officers.

## IMPLICATIONS OF THE PROPOSALS

17. The making of 'The East Renfrewshire Council (Schools Streets) (Giffnock Primary School) (Prohibition of Vehicles) (Traffic Regulation) Order 2023' will improve access and the safe use of Academy Road for pedestrians and cyclists during the times that children will be travelling to and from Giffnock Primary School.
18. Officers of the Roads and Transportation service will be required to dedicate time to the administration of the residential permit system on an ongoing basis.
19. Development of a policy outlining formal criteria for School Streets is ongoing. If this policy is approved by the Cabinet at a later date, it would be appropriate to reassess the suitability of Academy Road against any criteria so agreed.
20. An Equalities Fairness & Rights Impact Assessment (EFRIA) screening has been completed as part of these proposals. This has concluded that the proposal would have a positive impact on children attending Giffnock Primary School. Since Blue Badge holders would be exempt from the restriction, the impact on disabled people is considered neutral.
21. A Climate Change Impact Assessment (CCIA) screening has been completed as part of these proposals and there is no need to complete a separate CCIA for this report.
22. There will be no property or IT implications arising from the proposals.

## CONCLUSIONS

23. 'The East Renfrewshire Council (Schools Streets) (Giffnock Primary School) (Prohibition of Vehicles) (Traffic Regulation) Order 2023', if approved and introduced, will:
  - Make permanent the existing timed traffic restriction on Academy Road to achieve preventative road safety benefits for pedestrians and cyclists; in particular, children travelling to and from Giffnock Primary School.
24. It is concluded that the Cabinet should confirm and approve the making of the Order.

## RECOMMENDATIONS

25. The Cabinet is asked to note the contents of this report to approve and confirm the making of 'The East Renfrewshire Council (Schools Streets) (Giffnock Primary School) (Prohibition of Vehicles) (Traffic Regulation) Order 2023' and delegate to the Director of Environment the implementation of the Order in accordance with the associated statutory procedures.

Director of Environment

For further information contact Gillian McCarney, Head of Environment. E-mail address: [Gillian.McCarney@eastrenfrewshire.gov.uk](mailto:Gillian.McCarney@eastrenfrewshire.gov.uk)

April 2023

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## APPENDIX 1

SUMMARY OF REPRESENTATIONS/OBJECTIONSTHE EAST RENFREWSHIRE COUNCIL (SCHOOLS STREETS) (GIFFNOCK PRIMARY SCHOOL) (PROHIBITION OF VEHICLES) (TRAFFIC REGULATION) ORDER 2023

<u>TYPE</u>	<u>Summary of Objections received</u>	<u>Roads Service comments</u>	<u>Proposed Resolution</u>	<u>OBJECTION STATUS</u> Following notification of proposed resolution
<b>Objection</b>	<p>Drivers who are not exempt must plan trips around the restriction. It is more difficult to access Fenwick Rd via the priority junction at St Catherine's Rd than via the signal-controlled junction at Orchard Park.</p> <p>The selection of Academy Rd appears to be arbitrary. The objector questions whether similar traffic restrictions will be introduced at other schools in the area.</p> <p>St Catherine's Rd is congested by parked vehicles during the school run.</p>	<p>The inconvenience caused by the restriction would be limited (since it would operate for a total of two hours on school days only) and proportionate to the benefits of preventative road safety for school pupils.</p> <p>There are ample opportunities for drivers to access Fenwick Rd via the priority junction at St Catherine's Rd: the nearby Puffin crossing regularly interrupts traffic flow on Fenwick Rd, and the box junction marking helps to prevent obstruction of the junction. The nearby signalised junction of Fenwick Rd and Church Rd would remain accessible to any road user.</p>	<p>No changes to the proposed Traffic Regulation Order are recommended. However, members are asked to note the other actions that the Roads Service will take to alleviate the concerns of objectors.</p>	<b>Maintained</b>
<b>Objection</b>	<p>St Catherine's Rd and Rosslea Dr are congested by parked vehicles during the school run.</p> <p>Local understanding of the exemptions and permit system is low. The objector experienced abusive behaviour when driving legitimately on Academy Rd.</p> <p>The restriction does not improve public safety. The reason for promoting a permanent restriction is different from the reason for the temporary restriction.</p>	<p>Academy Rd was selected as the site of a pilot School Street due to particular local challenges in adhering to social distancing. While this consideration is no longer relevant, a permanent restriction would lead to preventative road safety benefits. ERC will also develop a policy outlining formal criteria for School Streets for future consideration by the Cabinet. It would be appropriate to reassess the suitability of Academy Rd against any criteria so agreed.</p> <p>The road markings on St Catherine's Rd, including those indicating the parking restrictions, require to be refurbished and we will arrange for this work to be carried out. We will also ask our parking enforcement team to focus their attention on this area with a view to</p>		<b>Outstanding*</b>

		<p>taking greater action against obstructive parking where possible. We will work with the school community to promote increased use of active travel and decreased use of cars for short trips to and from the school.</p> <p>We will deliver information about the TRO (if enacted) to all stakeholders. This material will clearly explain the restriction, including the exemptions, and emphasise that it may only be enforced by Police Scotland. We will ask the school to assist in promoting this message.</p>		
<b>Enquiries received after objection period</b>	<p>Queries as to whether the TTRO is still in effect.</p> <p>Requests for School Street permits for categories of road users who are not exempt per the TTRO or proposed TRO.</p> <p>Concern that visibility of the signage at the entrance to Academy Rd is poor, with the result that drivers do not have sufficient advance warning of the timed traffic restriction.</p>	<p>The TTRO remains in effect and will remain so until 6<sup>th</sup> June 2023.</p> <p>The Roads Service does not support expanding the list of road users who are exempt from the restriction. This list is already extensive and is considered to cover all categories of road user who legitimately require unrestricted access to the restricted area. Further expansion of the exemption list would dilute the effectiveness of the timed traffic restriction.</p> <p>The signage at the entrance to Academy Rd is of the size prescribed by the Traffic Signs Regulations and General Directions and it is not possible to vary the size. The sign is located in the best possible position with regard to driver visibility and available footway widths. There are no additional prescribed advance warning signs available for this type of traffic restriction.</p>	<p>The signage at the entrance to Academy Rd will be equipped with lighting to ensure it is visible in the hours of darkness.</p>	<b>Not applicable</b>

**Outstanding \*** Objector has not confirmed whether they wish to withdraw or maintain their objection after being sent a request to do so with an explanation for the restrictions proposed and subsequent amendments being made to the proposals taking into account all representations/objections received during the Consultation period.