



**Clackmannanshire
Council**

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Comhairle Siorrachd
Chlach Mhanann

Kilncraigs, Greenside Street, Alloa, FK10 1EB (Tel.01259-450000)

Meeting of Clackmannanshire Council

Thursday 16 May 2024 at 9.30 am

Venue: Council Chamber, Kilncraigs, Alloa, FK10 1EB



Clackmannanshire Council

There are 32 Councils in Scotland. Clackmannanshire Council is the smallest mainland Council. Eighteen Councillors are elected to represent the views of the residents and businesses in Clackmannanshire. The Council has approved Standing Orders that detail the way the Council operates. Decisions are approved at meetings of the full Council and at Committee Meetings.

The Council is responsible for approving a staffing structure for the proper discharge of its functions, approving new policies or changes in policy, community planning and corporate governance including standards of conduct.

The Council has further responsibility for the approval of budgets for capital and revenue expenditure, it also has power to make, alter or cancel any scheme made under statute and to make, alter or cancel any orders, rules, regulations or bye-laws and to make compulsory purchase orders. The Council also determines the level of Council Tax and approves recommendations relating to strategic economic development.

Members of the public are welcome to attend our Council and Committee meetings to see how decisions are made.

Details of all of our Council and Committee dates and agenda items are published on our website at www.clacks.gov.uk

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8 May 2024

A MEETING of the CLACKMANNANSHIRE COUNCIL will be held in the COUNCIL CHAMBER, KILNCRAIGS, ALLOA, on THURSDAY 16 MAY 2024 at 9.30 AM



CHRIS ALLISTON
Strategic Director (Partnership & Performance)

pp. NIKKI BRIDLE
Chief Executive

B U S I N E S S

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1. Apologies	--
2. Declaration of Interests Elected Members are reminded of their obligation to declare any financial or non-financial interest which they may have in any item on this agenda in accordance with the Councillors' Code of Conduct. A Declaration of Interest form should be completed and passed to the Committee Services Officer.	--
3. Minutes of Meeting of Clackmannanshire Council 21/03/24 (Copy herewith)	07
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7. Council Financial Performance 2023-24 as at December 2023 – report by the Strategic Director, Partnership and Performance (Copy herewith)	45
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EXEMPT INFORMATION

It is anticipated (although this is not certain) that the Council will resolve to exclude the press and public during consideration of this item.

It is considered that the undernoted item is treated as exempt from the Council's general policy of disclosure of all papers by virtue of Schedule 7A, Part 1, Paragraph 1 of the Local Government (Scotland) Act 1973.

- | | | |
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| 10. | Strategic Director Recruitment – report by the Chief Executive
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MEETING MANAGEMENT

The Convener has advised that subject to the efficient management of the meeting, meeting breaks will be as follows:

- There will be a 10-minute break after 2 hours sitting, as set out in Standing Orders.
- There will be a 45-minute break for lunch at 12.45 until 13.30
- There will be a 10-minute break at around 15.30.

Clackmannanshire Council – Councillors and Wards

Councillors

Wards

Councillor	Phil Fairlie	1	Clackmannanshire West	SNP
Councillor	Darren Lee	1	Clackmannanshire West	CONSERVATIVE
Councillor	Graham Lindsay	1	Clackmannanshire West	SNP
Councillor	Mark McLuckie	1	Clackmannanshire West	LABOUR
Councillor	Donald Balsillie	2	Clackmannanshire North	SNP
Councillor	Martha Benny	2	Clackmannanshire North	CONSERVATIVE
Councillor	William Keogh	2	Clackmannanshire North	LABOUR
Councillor	Fiona Law	2	Clackmannanshire North	SNP
Councillor	Wendy Hamilton	3	Clackmannanshire Central	SNP
Councillor	Janine Rennie	3	Clackmannanshire Central	LABOUR
Councillor	Jane McTaggart	3	Clackmannanshire Central	SNP
Councillor	Kenneth Earle	4	Clackmannanshire South	LABOUR
Councillor	Ellen Forson	4	Clackmannanshire South	SNP
Councillor	Craig Holden	4	Clackmannanshire South	IND
Councillor	Bryan Quinn	4	Clackmannanshire South	SCOTTISH GREEN
Councillor	Scott Harrison	5	Clackmannanshire East	SNP
Councillor	Kathleen Martin	5	Clackmannanshire East	LABOUR
Councillor	Denis Coyne	5	Clackmannanshire East	CONSERVATIVE



MINUTES OF MEETING of the CLACKMANNANSHIRE COUNCIL held in the Council Chamber, Kilncraigs, Alloa, on Thursday 21 March 2024 at 9.30 am.

PRESENT

Councillor Phil Fairlie, Convener (Chair)
Councillor Donald Balsillie
Councillor Martha Benny
Councillor Denis Coyne
Councillor Kenneth Earle (via Teams)
Councillor Ellen Forson
Councillor Wendy Hamilton
Councillor Scott Harrison
Councillor Craig Holden
Councillor William Keogh
Councillor Fiona Law (via Teams)
Councillor Graham Lindsay
Councillor Kathleen Martin (via Teams)
Councillor Mark McLuckie
Councillor Jane McTaggart
Councillor Bryan Quinn

Mr George Marcinkiewicz, Religious Representative, Roman Catholic Church (Items 6 to 9)

IN ATTENDANCE

Stuart Crickmar, Strategic Director (Partnership and Performance)
Lorraine Sanda, Strategic Director (People)
Pete Leonard, Strategic Director (Place)
Colin Bruce, Chief Education Officer (People)
Sharon Robertson, Chief Social Work Officer (People) (Via Teams)
Chris Alliston, Senior Manager, HR and Workforce Development (Partnership & Performance)
Cherie Jarvie, Senior Manager, Partnership & Transformation (Partnership & Performance) (via Teams)
Lee Robertson, Senior Manager, Legal and Governance (Partnership & Performance) (Clerk to the Council)
Carla MacFarlane – Communications Officer (Partnership & Performance)
Michael Boyle, Improving Outcomes Business Manager (People)
Robbie Stewart, Senior Manager, Sport and Leisure (People)
Veronica Cully, Senior Manager, Partnership and Inclusion (People)
Emma Fyvie, Senior Manager – Development (Place) (via Teams)
Wendy Robertson, Senior Manager Transformation (Via Teams)
Lesley Robertson, Business Support, Wellbeing Hub (People) (via Teams)
Ross McGuire, Team Leader, Sports, Leisure and Libraries (People) (via Teams)
Evelyn Paterson, Senior Governance Officer (Partnership & Performance) (via Teams)
Jane Burridge, Transformation Officer (Transformation) (via Teams)
Alison Mackie, Team Leader, Sports, Leisure and Libraries (People)
Forbes Maginnes, Head Teacher, Primary and Secondary (People)
Mhairi Miller, Solicitor (Partnership & Performance)
Gillian White, Committee Services (Partnership & Performance)
Melanie Moore, Committee Services (Partnership & Performance)

CC(24)014 APOLOGIES

Apologies were received from Councillor Janine Rennie, Councillor Darren Lee and Reverend Sang y Cha, Religious Representative, Church of Scotland.

CC(24)015 DECLARATIONS OF INTEREST

None.

CC(24)016 MINUTES OF CLACKMANNANSHIRE COUNCIL – 1 FEBRUARY 2024

The minutes of the meeting of the Clackmannanshire Council held on 1 February 2024 were submitted for approval.

Decision

The minutes of the meeting of Clackmannanshire Council held on 1 February 2024 were agreed as a correct record and signed by the Convener.

**CC(24)017 MINUTES OF SPECIAL MEETING OF CLACKMANNANSHIRE COUNCIL –
29 FEBRUARY 2024**

The minutes of the Special Meeting of the Clackmannanshire Council held on 29 February 2024 were submitted for approval.

Decision

The minutes of the Special Meeting of Clackmannanshire Council held on 29 February 2024 were agreed as a correct record and signed by the Convener.

CC(24)018 BE THE FUTURE UPDATE, MARCH 2024

The report, submitted by the Chief Executive, provided the latest update in respect of the Council's Be the Future Target Operating Model (BtF TOM) and associated Transformation Programme. The report provided updates in respect of the BtF priority – Collaborative Community Models, as agreed in the statement of priorities by Council on 5 October and more recently on the 29 February Budget for 2024/25. It also provided additional information on how aspects of this work will be developed.

Lorraine Sanda, Strategic Director (People) advised that there was an error in the report at paragraph 2.1.2 where reference is made to (para 3.12) it should be (para 3.13).

Motion

To agree the recommendations set out in the report.

Moved by Councillor Ellen Forson. Seconded by Councillor Graham Lindsay.

Decision

The Council approved:

1. The plans to progress a new investment model to support our commitment to Keep the Promise to our care experienced children and young people, and to start the development of a new children's provision for Clackmannanshire, noting this is part of our ongoing Family Wellbeing Partnership Approach (para 3.6); and
2. The next steps (para 3.13) to further develop the governance model and processes to allow the funding to flow to the community, noting that Council will be provided with further updates in due course.

Action

Chief Executive

CC(24)019 POLLING DISTRICTS AND POLLING PLACES REVIEW – NEXT STAGE

The report, submitted by the Chief Executive, presented the proposals for the next stage in the Polling Districts and Polling Places Review.

Motion

To agree the recommendations set out in the report.

Moved by Councillor Donald Balsillie. Seconded by Councillor Ellen Forson.

Decision

The Council agreed:

1. To approve delegation of authority to the Chief Executive (following consultation with all Councillors in the affected Ward) to approve any changes to the scheme which become necessary before the next formal review. The next formal review will take place during the period October 2028 and January 2030.
2. To note progress with the consultation process to date and that a further report will be presented for approval following completion of phase 2 of the consultation (paragraph 3.4)

Action

Chief Executive

CC(24)020 ST MUNGO'S RC PRIMARY – LEARNING ESTATES

The report, submitted by the Chief Education Officer, sought approval of Council to progress with a consultation to permanently relocate St Mungo's Primary to Alloa Academy.

Motion

To agree the recommendation set out in the report.

Moved by Councillor Graham Lindsay. Seconded by Councillor Wendy Hamilton.

Amendment

To add a further recommendation:

"2.2 It is further recommended that consultees' views are sought on a range of options set out in paragraph 3.8.1 in the report which have not been recommended."

Moved by Councillor Craig Holden.

The Convener agreed to adjourn the meeting at 11.04 am to allow the opportunity for legal advice to be sought on the potential amendment from Councillor Holden.

When the meeting resumed at 11.43 am, 16 elected members and 1 religious representative remained present.

~~The Convener advised that as the legislation refers to a single proposal, the Amendment submitted by Councillor Holden is not competent and as such would not be considered. This paragraph was amended at Council 16/05/2024 as set out below:~~

The Convener advised that the legislation required the council to consult on a single proposal and as the amendment would take the council outwith that requirement, the amendment was deemed not competent.

In terms of Standing Order 14.7, Councillor Holden asked for a roll call vote. The Council agreed that a vote be taken by calling the roll and at this stage there were 17 members present (including one religious representative) who were eligible to vote. On the roll being called, the members present voted as follows:

Voting

For the Motion (15)

Councillor Phil Fairlie
Councillor Graham Lindsay
Councillor Mark McLuckie
Councillor Donald Balsillie
Councillor Martha Benny
Councillor William Keogh
Councillor Fiona Law
Councillor Wendy Hamilton
Councillor Jane McTaggart
Councillor Kenneth Earle
Councillor Ellen Forson
Councillor Bryan Quinn
Councillor Scott Harrison
Councillor Denis Coyne
Councillor Kathleen Martin

Against the Motion (2)

Councillor Craig Holden
Mr George Marcinkiewicz

On a division of 15 votes to 2 with 0 abstentions, the Motion was carried.

Decision

The Council agreed that a consultation, under the Schools (Consultation) (Scotland) Act 2010, be undertaken to permanently relocate St Mungo's Primary to its current accommodation within Alloa Campus (previously Alloa Academy sole use) and that a report on the outcome of the consultation be brought back to Council in Jan/Feb 2025.

Action

Chief Education Officer

CC(24)021 SPORT AND ACTIVE LIVING FRAMEWORK REFRESH

The report, submitted by the Senior Manager, Sport and Leisure, shared a refreshed version of the Clackmannanshire Alliance Sport and Active Living Framework 2018/28 and sought approval of the refreshed principles and priorities in order to develop and take forward implementation plans.

Motion

To agree the recommendation set out in the report.

Moved by Councillor Scott Harrison. Seconded by Councillor Graham Lindsay.

Decision

The Council agreed to approve the Sport and Active Living Framework 2024/28 Refresh as set out in Appendix 1 of the report.

Action

Senior Manager, Sport and Leisure

CC(24)022 EDUCATION ACCESSIBILITY STRATEGY 2024-2027

The report, submitted by the Quality Improvement Officer: Additional Support for Learning (ASL), presented the Clackmannanshire Education Service Accessibility Strategy, which sets out how the service plans to improve access for all children and young people with disabilities.

Motion

To agree the recommendation set out in the report.

Moved by Councillor Graham Lindsay. Seconded by Councillor Jane McTaggart.

Decision

Having provided comment on and challenged the report, the Council agreed to approve the Education Accessibility Strategy.

Action

Quality Improvement Officer: Additional Support for Learning

Councillors Holden, Earle and Martin, withdrew from the meeting at this point in the proceedings (12:30 pm)

CC(24)023 WELLBEING HUB & LOCHIES SCHOOL PROJECT UPDATE

The report, submitted by the Senior Manager, Sport and Leisure, provided Council with an update on the progress of the Wellbeing Hub & Lochies School project.

Motion

To agree the recommendation set out in the report.

Moved by Councillor Scott Harrison. Seconded by Councillor Graham Lindsay.

Decision

The Council noted the:

1. Key programme updates (set out in paragraphs 3.1-3.3);
2. Planning pre-application consultation programme. (set out in paragraphs 3.4-3.9);
3. Co-design update (set out in paragraphs 3.10-3.13);
4. Outdoor space design competition run in conjunction with the Futures Institute of Dollar Academy (FIDA) (set out in paragraphs 3.14-3.22)

CC(24)024 ALLOA INNOVATION CAMPUS

On 23 March 2023, Council considered a progress report on the joint work that has been taking place with the University of Stirling and others on two projects within the Innovation workstream of the Stirling and Clackmannanshire City Region Deal, and the Intergenerational Living Innovation Hub (ILIH).

Council endorsed a proposal for the creation of an Alloa Innovation Hub, encompassing SIEC Phase 2 and ILIH 1.3.

The report, submitted by the Strategic Director (Place), discussed a number of issues that are impacting on the overall Deal, and set out details of a revised proposal that mitigates these risks and optimises the investment earmarked for Clackmannanshire based projects to leverage economic and social benefit.

Motion

To agree the recommendation set out in the report.

Moved by Councillor Ellen Forson. Seconded by Councillor Graham Lindsay.

Decision

The Council agreed to:

1. Note the impact that the current economic environment is having on the delivery of the Deal programme (paragraphs 3.1 to 3.4);
2. Note the proposal to mitigate these risks by consolidating the Clackmannanshire based projects into a single programme - the Alloa Innovation Campus (paragraphs 3.18 to 3.26);
3. Endorse the direction of travel and notes that officers will undertake further work to advance the proposal through Deal governance, including the formal Change Control process (paragraphs 3.34);
4. Note that further Council governance will be sought at various stages of the proposals further development (paragraph 3.35);
5. Note the risk presented by the indicative funding gap, together with the requirement to mitigate this risk via the preparation of a Funding Strategy (paragraphs 3.27 to 3.33), and;
6. Note the timetable of activity set out in paragraph 3.36, together with the intention to bring a further report to the Council meeting of 16 May 2024.

Action

Strategic Director (Place)

CC(24)025 HR POLICIES

The report, submitted by the Senior Manager, HR and Workforce Development, sought Council approval of the amendment to the Flexible Working and Work/ Life Balance policy.

Motion

To agree the recommendation set out in the report.

Moved by Councillor Ellen Forson. Seconded by Councillor Donald Balsillie.

Decision

Having challenged and comment on the report, the Council agreed to:

1. Note that the Policy group met on the 27 February 2024 and discussions took place with both Trade Unions and Management colleagues at this meeting in relation to the legislative amendments to the Policy and Procedure;
2. Note that Tripartite were advised at its meeting of 13 March 2024 that the amended policy would be progressed to Council for formal approval; and
3. Approve the Flexible Working and Work/ Life Balance Policy and Procedure which was attached, with track changes, at Appendix 1.

Action

Senior Manager, HR and Workforce Development

Ends: 1:06 pm

Report to Clackmannanshire Council

Date of Meeting: 16 May 2024

Subject: Be the Future Update, May 2024

Report by: Chief Executive

1.0 Purpose

1.1. This paper provides the latest update in respect of the Council's Be the Future Target Operating Model (BtF TOM) and associated Transformation Programme. This paper provides updates in respect of the progress in the BtF priority Communication and Engagement Models and Collaborative Community Models and the associated Benefits Realisation Plan (BRP) for the programme.

2.0 Recommendations

2.1. It is recommended that Council notes:

- 2.2. Progress in developing the process for agreeing benefits realisation and the associated plan (para 3.6-3.11)
- 2.3. Progress in developing the scope for the communication and engagement model. (para 3.12-3.14)
- 2.4. Progress on the development of the new role for the Strategic Lead - Community Collaboration and Redesign (para 3.15-3.17)

3.0 Background

3.1. The Council's Be the Future Transformation Programme has provided the framework for shaping Council priorities, investment, and delivery since 2019. It focuses on three key themes:

- Sustainable Inclusive Growth
- Empowering families and Communities
- Health and Wellbeing

3.2. These themes are delivered through 10 associated corporate priority areas (Appendix 1).

- 3.3. To ensure the Be the Future programme is achieving its outcomes a Benefits Realisation Plan (BRP) is to be developed to track progress.
- 3.4. A Communications Plan for the BtF programme is also required. The scope for the communication and engagement model to communicate progress and achievements, is currently under development.
- 3.5. As part of Budget decision-making Council has delegated authority to the Chief Executive to put in place resource to support the development of collaborative community and placed based models of asset management. The new role of Strategic Lead - Community Collaboration and Redesign is to be established.

Benefits Realisation Plan (BRP)

- 3.6. The BRP will identify, define, plan, and monitor the benefits for the Be the Future Programme. It will demonstrate how activities link to outcomes. The BRP aims to incorporate both quantitative and qualitative indicators. The first step is to establish and agree a baseline for all existing and new indicators reflecting “where we are” alongside the activities undertaken to deliver each of the priority themes. The BRP will provide a framework against which actions and interventions can be evaluated in terms of driving improvement in the delivery of agreed priority outcomes.
- 3.7. The approach and development for the BRP is underway, along with the key metrics and the process for delivery of the plan. There will be a streamlined and non-bureaucratic process for the development and implementation of the BRP. We already have a range of measurement and reporting frameworks in place and the BRP will seek to better integrate these current frameworks including the Local Government Benchmarking Framework and the work of the Family Wellbeing Partnership.
- 3.8. The BRP will clearly set out what the desired improvements are for each priority theme. The process to develop the final framework aims to be inclusive and iterative, with engagement and consultation with the Be the Future Board and Council senior officers. Once implemented, the plan will demonstrate achievements and the benefit of specific actions and interventions in improving outcomes and the delivery of agreed priorities to both internal and external stakeholders, including Trade Unions.
- 3.9. The measures that will be agreed aim to be meaningful to Members and stakeholders, and clearly show the correlation between activities and outcomes. In addition to the qualitative and quantitative measures, it is also proposed that the BRP will create a digest of case studies which show the real impact to communities. For example, Out of Hours school care packages, case studies can be produced to highlight how this has enabled people to retrain, go to college, move into employment. Case studies can also be produced showcasing the work with Columba 1400 and the benefits for the creation of a Virtual Headteacher.
- 3.10. Other benefits that could be measured include savings, efficiencies in capacity, redeployment of staff, new jobs created, upskilling of staff, sustained services, and transformation of service delivery.

- 3.11. Our Be the Future Transformation Programme and Target Operating Model both focus on meeting priorities and improving outcomes. The BRP development process will be as follows:
- review existing information to create more integrated foundations and the agreed baseline
 - work with SLG to identify new proposed measures
 - workshop with ESLG to develop indicators
 - the draft proposal will be submitted to the Be the Future Board to finalise, prior to reporting to Council.

Communication and Engagement Plan

- 3.12. The BtF programme requires a transformed, resilient and future-focussed model of internal and external communications. These mechanisms aim to focus more specifically on promoting internal and external participation and leadership of the co-design and delivery of alternative service delivery models. Additionally, the proposed model will increase the focus on promoting awareness of, and celebrating, key successes and achievements.
- 3.13. Following the recent Budget process, where this work has been reaffirmed as a priority for the Council, work will shortly commence to develop a scope for the work. This will be underpinned by a robust project plan, with clear milestones and timescales. Initial engagement has taken place with the Council Leader and discussions around key areas the work should consider and the potential stakeholders who will be involved.
- 3.14. The external stakeholder group will be established prior to Council recess. An early expression of interest has been received from the Joint Community Council Forum and this will be progressed alongside the development of the core group of external stakeholders. In parallel, arrangements will be progressed to establish the internal stakeholder group. In both cases, it is important that the groups are not too large to facilitate pace and momentum. However, once initial proposals are developed, further, wider consultation will be undertaken prior to finalising the arrangements.

Collaborative Community Based Models

- 3.15. As agreed by Council as part of the Budget process, resource is to be put in place to support the development of collaborative community and place based models of redesign and asset management.

The Job profile has been prepared and is undergoing the formal job evaluation process. The profile sets out the key areas of responsibility include:

- the development of specific community and place-based asset management approaches
- the development of sustainable models of transport, working with communities, partners, and other key stakeholders
- developing options for Place and broader corporate redesign and workforce development.

The post will also identify further alignment of whole system-based planning and reporting across key priority areas in collaboration with Alliance Partners. Developing values-based relationships with members of the community and third sector partners will be vital to success of this role.

- 3.16. As mentioned in the previous BtF Update paper, this investment seeks to provide additional support to develop a collaborative approach with communities so that they have more ownership and control over the assets and services that they have identified for their communities, building on the work of What Matters to you (WM2U) and The Lens where organisations and communities are taking a lead in service delivery and design.
- 3.17. In addition to this role, the Strategic Oversight Group has also agreed Transformation Fund investment to develop a second role in support of the Strategic Lead role. Work is currently in hand to develop the job profile for this post.

4.0 Sustainability Implications

- 4.1. No sustainability implications are identified.

5.0 Resource Implications

5.1. Financial Details

- 5.2. The full financial implications of the recommendations are set out in the report. This includes a reference to full life cycle costs where appropriate. Yes

- 5.3. Finance have been consulted and have agreed the financial implications as set out in the report. Yes

5.4. Staffing

6.0 Exempt Reports

- 6.1. Is this report exempt? No

7.0 Declarations

The recommendations contained within this report support or implement our Corporate Priorities and Council Policies.

- (1) **Our Priorities** (Please double click on the check box)

Clackmannanshire will be attractive to businesses & people and ensure fair opportunities for all

Our families; children and young people will have the best possible start in life

Women and girls will be confident and aspirational, and achieve their full potential

Our communities will be resilient and empowered so that they can thrive and flourish

(2) **Council Policies** (Please detail)

Be the Future Programme

8.0 Equalities Impact

8.1 Have you undertaken the required equalities impact assessment to ensure that no groups are adversely affected by the recommendations?

Yes No

9.0 Legality

9.1 It has been confirmed that in adopting the recommendations contained in this report, the Council is acting within its legal powers. Yes

10.0 Appendices

10.1 Please list any appendices attached to this report. If there are no appendices, please state "none".

Appendix 1 – Be the Future Priorities

11.0 Background Papers


11.1 Have you used other documents to compile your report? (All documents must be kept available by the author for public inspection for four years from the date of meeting at which the report is considered)

Yes (please list the documents below) No

Author(s)

NAME	DESIGNATION	TEL NO / EXTENSION
Nikki Bridle	Chief Executive	452002

Approved by

NAME	DESIGNATION	SIGNATURE
Nikki Bridle	Chief Executive	

Be the Future Target Operating Model: Corporate Priorities 2024/25

Transformation Activity/Themes

Digital and Data Transformation

- Implement Microsoft 365
- Social Work IT system (SWITS)
- Customer Services Hub
- Housing and Property IT system
- App pipeline projects



Asset Strategy

- Sustainable asset base
- Learning estate review
- Surplus assets
- Income generation proposals
- Carbon reduction and net zero
- Community Asset Transfers
- Partnership/co-location



Sustainable Transport

- Resilient local transport
- Carbon reduction and net zero
- Regional opportunities
- Partnership opportunities
- Consolidate/pooling opportunities



Communication and Engagement Model

- Resilient and future-focus model of internal and external communications
- Clear engagement mechanisms that promote participation and local leadership



Tackling Poverty

- Invest in family wellbeing approaches
- Align funding to tackling poverty
- Invest in what matters and works for communities
- Keep The Promise
- Wellbeing economy lens



Investment Strategy

- Recruit skilled/expert resource
- Develop implementation plan
- Develop revenue investment proposition to complement existing capital investment priorities



Transformation Activity/Themes

Workforce Strategy

- Align Interim Workforce Strategy with Be the Future/TOM programmes of activity
- Focus on future workforce needs-skills, numbers and culture
- Embed consistent leadership skills and approaches including governance and performance management
- Develop skills development pathways
- Redesign business support model, including options for member and committee services
- Map current 'as is' commissioning capacity and capability
- Develop proposed 'to be' commissioning model options underpinned by assessment of capacity and capability requirements



Values Based Leadership/ culture change

- Promote positive customer first culture
- Support innovation in transformation priorities
- Embed Be the Future values
- Design for people's needs
- Empowerment
- Accessible digital and data-led approaches



Collaborative Community Models

- Shift to early intervention and prevention
- Moving resources and staff closer to communities
- Pooling of funding sources and support activities
- Leveraging additional partnership and philanthropic funding
- Creation of new community entity for decision making and funding opportunities
- Co-design of services with communities
- Data mapping and development of targeted outcomes and alignment of reporting



Place Redesign

- Map current design and structure of full range of services cross Place directorate
- Review capacity and skills
- Review deployment of capacity and skills
- Identify potential options for future design



Theme colour key

Sustainable Growth

Empowering Families and Communities

Health and Wellbeing

Report to: Clackmannanshire Council

Date of Meeting: 16 May 2024

Subject: Budget Strategy Update

Report by: Chief Executive

1.0 Purpose

- 1.1. The purpose of this report is to maintain Council's regular update on the approved Budget Strategy. This report provides an update on the post – Budget context and sets the timetable and key milestones to commence the 2025/26 Budget process.

2.0 Recommendations

2.1 Council is asked to:

2.1.1 agree the high level Budget Timetable (Appendix A)

2.1.2 note the extremely challenging financial position faced by the Council (paragraphs 3.1 to 3.6)

2.1.3 note that the indicative funding gap is £13.012m in 2025/26 rising to £29.662m by 2028/29 (paragraph 3.5 and Exhibit 2)

2.1.4 note the arrangements for 2025/26 budget preparation, including the work of the Budget Working Group and the proposed scheduling of three tranches of Budget Challenge sessions (paragraphs 3.7 to 3.9)

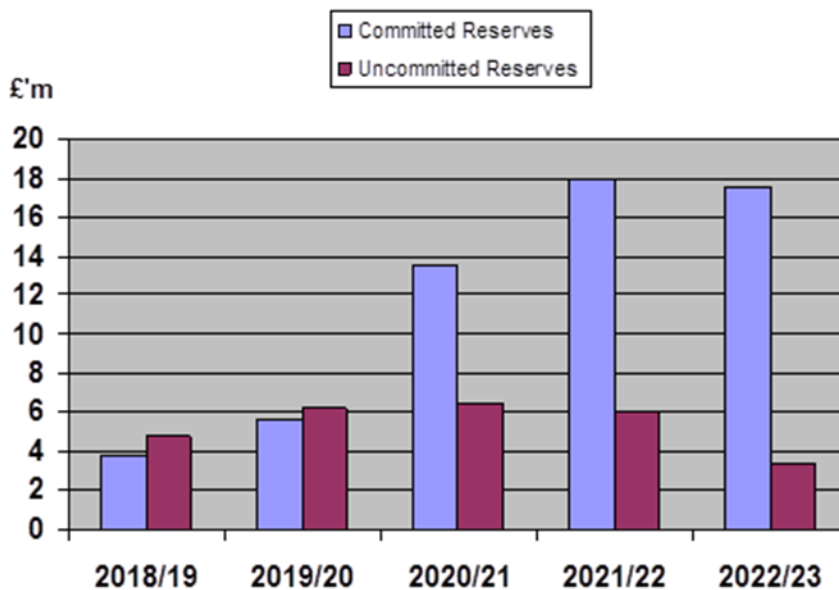
2.1.5 note the approach to the development of the HRA Business plan to support the preparation of the 2025/26 Revenue and Capital Budgets (paragraphs 3.10 to 3.12)

2.1.6 note the ongoing work with CoSLA and the Scottish Government to raise awareness of the systemic and contextual challenges facing Clackmannanshire (paragraph 3.13)

3.0 Post Budget Financial Outlook and Indicative Funding Gap

- 3.1 The financial and economic context within which the Council is operating remains challenging and highly uncertain. For this reason, spending restraint and the recruitment freeze implemented during the 2024/25 financial year will continue until at least June 2024 and will be reviewed in the light of the Council's 2024/25 Quarter 1 outturn forecasts. This position will be reported to the Audit and Scrutiny Committee and/ or Council as appropriate.
- 3.2 In this context, it is extremely important that work to implement savings approved in the Council's recent 2024/25 Budget, is prioritised. During May, services' approved budget allocations will be uploaded to Tech One. These budgets will reflect appropriate reductions in the budgeted sums where savings have been approved by Council. If services are delayed in implementing savings, it is important that forecasts accurately reflect this position in order that this can be scrutinised by the Audit and Scrutiny Committee and that mitigating savings are identified by services to ensure that the Budget remains balanced throughout the year.
- 3.3 Paragraph 3.6 below highlights the Council's current uncommitted reserves balance of £3.230m or 2% of net expenditure. External Audit have highlighted the trend in the Council's utilisation and earmarking of reserves and this is set out at Exhibit 1 below. Exhibit 1 shows reducing levels of uncommitted reserves and increasing balances of earmarked reserves- whilst this is in part as a consequence of the receipt of one-off and/ or ring –fenced monies such as the receipt of Covid funding, during the 2024/25 financial year, these balances will be considered alongside routine budget monitoring to increase visibility, scrutiny and transparency, and facilitate the timely release of funds no longer required.

Exhibit 1: Earmarked reserves trends



3.4 Following Budget setting, the net expenditure, funding and resulting indicative funding gap for 2025/26 and beyond are shown in Exhibit 2. Council will note that the 2025/26 gap increased by £8.193m due to the utilisation of one off cash savings and revenue reserves which have been committed to support the 2024/25 Budget:

Exhibit 2: General Services Budget 2024/25-2028/29 Indicative funding gap

	2024/25	2025/26	2026/27	2027/28	2028/29
	£000	£000	£000	£000	£000
Net Expenditure	161,493	167,709	173,157	178,258	183,786
Net Funding	(161,493)	(154,697)	(154,317)	(153,994)	(154,124)
Cumulative indicative Funding Gap	-	13,012	18,840	24,264	29,662
Annual indicative Funding Gap	-	13,012	5,828	5,424	5,398

3.5 The table above shows that the indicative funding gap for 2025/26, after the setting of the 2024/25 budget, is £13.012m, and there is a cumulative gap of £29.662m by 2028/29. This is based on current assumptions at this time and will be updated through the regular Budget Strategy updates to Council throughout the year.

3.6 This undoubtedly reflects a very challenging situation as we look ahead to next year's budget setting, especially when considered against the current context:

- £65.7m of budget savings which have already been approved by Council since 2010
- A forecast 2024/25 operating deficit of £14m in respect of the Clackmannanshire and Stirling Health and Social Care Partnership Budget
- Affordability of pay awards for 2024/25 and beyond
- Continuing inflationary pressures on the costs of goods and services
- the minimum reserve policy of 2% remains unchanged with the balance of £3.230m in uncommitted General Services Revenue reserves, after setting the budget, equating to 2%
- That few of the financial flexibilities and/or income raising opportunities made available to Scottish Local Government make a significant impact in the Clackmannanshire context, for instance the visitor levy and Council tax on second homes.

- 3.7 In light of this context, and in keeping with previous years, it is therefore appropriate that Council sets out the Budget preparation timetable and milestones to allow for work to be progressed prior to Council recess. The Budget process will again comprise the following key elements:
- **Budget challenge sessions** at portfolio and whole Council level: the first of three tranches of sessions will take place prior to Council recess
 - **Capital Operations Group**: will oversee both the capital programme monitoring arrangements, refresh the currently approved programme, as well as coordinating and evaluating new capital bids
 - **Member and Trade Union Briefings**: a Briefing session will be held following each Challenge round and same information shared with both elected members and Trade Union representatives
 - **Internal and External Consultation process**:; the established process of consultation and engagement will be undertaken and the outcomes reported to all members and publicly as part of usual Budget arrangements.
- 3.8 Monthly Budget Working Group meetings have been set up, starting from May. This group is made up of the Chief Executive, the Chief Financial Officer and the Strategic Directors from the three portfolio areas with the purpose of overseeing the full budget process. The group is responsible for directing the key budget tasks, ensuring that the timeline is adhered to. The group will continue to meet to support the budget strategy up until the budget is set.
- 3.9 The high level Budget timetable and associated key milestones are set out in Appendix A.
- 3.10 As in previous years the budget setting process also includes the preparation of the HRA Revenue and Capital budgets including the setting of the HRA Rent levels. The approach includes three key areas of work which are currently underway:
- Preparing the expected level of Revenue income and expenditure on HRA activities for the coming year,
 - Reviewing and updating the Capital programme
 - The annual Rent consultation with tenants (mid Nov to mid Dec).
- 3.11 To support the above work for the 2025/26 financial year and over the medium to long term two additional areas of activity are being undertaken:
- a refresh of the 30 year business plan which will inform the capital programme over the longer term, and
 - a review of central support recharges between the General Fund and the HRA to ensure that appropriate costs are accounted for in line with national guidance.

3.12 The 2025/26 HRA Revenue and Capital budget will be put forward to Council in early 2025 in line with the timescales for issuing any notice to tenants of changes in rent levels.

3.13 In recent Council briefings and Council meetings, the Council Leader and Chief Executive have briefed councillors on political and managerial engagement to promote understanding, awareness and potential action with regards Clackmannanshire Council's systemic and contextual challenges and how this relates the funding and distribution mechanism. This work continues with both CoSLA and Scottish Government, following recent visits by the CoSLA Presidential Team and the Permanent Secretary and Scottish Government Directors to Clackmannanshire.

4.0 Sustainability Implications

4.1 There are no direct environmental sustainability implications arising from this report.

5.0 Resource Implications

5.1 *Financial Details*

5.2 The full financial implications of the recommendations are set out in the report. This includes a reference to full life cycle costs where appropriate. Yes

5.3 Finance has been consulted and has agreed the financial implications as set out in the report. Yes

5.4 *Staffing*

5.5 There are no direct staffing implications arising from this report.

6.0 Exempt Reports

6.1 Is this report exempt? Yes (please detail the reasons for exemption below) No

7.0 Declarations

The recommendations contained within this report support or implement our Corporate Priorities and Council Policies.

(1) **Our Priorities** (Please double click on the check box)

Clackmannanshire will be attractive to businesses & people and ensure fair opportunities for all

Our families; children and young people will have the best possible start in life

Women and girls will be confident and aspirational, and achieve their full potential

Our communities will be resilient and empowered so that they can thrive and flourish

(2) Council Policies (Please detail)

8.0 Equalities Impact

8.1 Have you undertaken the required equalities impact assessment to ensure that no groups are adversely affected by the recommendations?

Yes

No

9.0 Legality

9.1 It has been confirmed that in adopting the recommendations contained in this report, the Council is acting within its legal powers. Yes

10.0 Appendices

10.1 Please list any appendices attached to this report. If there are no appendices, please state "none".

Appendix A- Budget 2025/26: Key Milestones, Timeline and Outputs

11.0 Background Papers


11.1 Have you used other documents to compile your report? (All documents must be kept available by the author for public inspection for four years from the date of meeting at which the report is considered)

- General Services Revenue and Capital Budget 2024/25

Author(s)

NAME	DESIGNATION	TEL NO / EXTENSION
Nikki Bridle	Chief Executive	2002

Approved by

NAME	DESIGNATION	SIGNATURE
Nikki Bridle	Chief Executive	

DRAFT Budget 2025/26: Key Milestones, Timeline and Outputs

Task/ milestone	Timing	Stakeholders/ attendees	Output
Budget Challenge Session 1	Weeks commencing 3 and 17 June	Directors, CEX, CFO	First tranche for proposed savings & pressures: populate template
Members Briefing and TU Briefing	August	All Elected Members, TU's, Directors, CEX, CFO	Output of Budget Challenge Session 1
HSCP Strategic Plan: Review of Priorities and Funding	August	HSCP Chief Officer & CFO, CEX, Leader and CFO	HSCP Strategic Plan priorities linked to resource transfer and savings requirement & pressures
Budget Challenge Session 2	September	Directors, CEX, CFO	Draft Business Cases
Capital Bids Submitted	September	Capital Operations Group (officer operational group)	Draft capital bid preparation
Budget Engagement Preparation	September	SLG, Leader	Draft programme and materials defined
Members Briefing and TU briefing	October	All Elected Members, TU's, Directors, CEX, CFO	Output of Budget Challenge Session 2
HRA	October	Director Place & HRA Senior Manager	Business Plan Review
Draft Capital Plan	October	CFO, Capital Operations Group	Capital Plan Review
Budget Challenge Session 3	November	Directors, CEX, CFO	Advanced Draft Business Cases and draft EQIA
Budget Engagement Commencement	November	SLG, Leader	
Members Briefing and TU Briefing	December	All Elected Members, TU's, Directors, CEX, CFO	Output of Budget Challenge Session 3

Task/ milestone	Timing	Stakeholders/ attendees	Output
Capital Bid Corporate Round Table	November	CFO, Capital Operations Group	Final Capital bids
Consultation Outcome	January	SLG	Engagement Results, Draft Pack and Advanced Draft EQIA
Proposed Capital Plan	January	CEX, CFO & Directors	Finalise proposed Capital Plan
HSCP Resource Transfer	January	HSCP Chief Officer & CFO, CEX, Leader and CFO	Resource transfer position consolidated for integration with Council budget
HRA	January	Director Place, HRA Senior Manager & CFO	Finalise proposed HRA Budget
Members Briefing and TU Briefing	January	All Elected Members, TU's, Directors, CEX, CFO	Budget Gap update following draft settlement & Proposed Capital Plan
Pre consultation draft Budget	January	Administration, SLG, CFO	Draft Budget subject to consideration of Engagement and EQIA.
Budget setting – General Fund & HRA	By end of February	Special Council	Final Budget

Key			
Pink	Capital Budget development	Sage	Consultation & Engagement
Purple	Budget Challenge Sessions	Red	Budget Setting
Green	HSCP	Orange	Elected Member and TU Briefings
Blue	HRA		

- In addition to the above the Budget Working Group will also be held on a Monthly basis consisting of the Chief Executive, Chief Finance Officer and Directors.

- The Capital Operations Group will meet every second month and consisting of the Chief Finance Officer, Directors and relevant officers.

Report to: Clackmannanshire Council

Date: 16 May 2024

Subject: Treasury Management Quarterly Update at 31st December 2023

Report by: Strategic Director, Partnership and Performance

1.0 Purpose

1.1 The purpose of this report is to present an update of Treasury Management activity for the third quarter of the year - 1st October to 31st December 2023.

2.0 Recommendations

2.1 It is recommended that Council note, comment and challenge as appropriate on the review of the Council's Treasury Management activities.

3.0 Considerations

3.1 The Treasury Management Strategy Statement (TMSS) for 2023/24 and the Prudential Indicators for 2023/24 to 2025/26 were approved by the Council on 9th March 2023. No changes to the TMSS are proposed in this report.

3.2 The CIPFA (Chartered Institute of Public Finance and Accountancy) Code of Practice for Treasury Management recommends that Council be updated on treasury management activities regularly (Treasury Management Strategy Statement, annual and quarterly reports). This quarterly report therefore ensures the Council is implementing best practice in accordance with the Code.

3.2 The report covers the following:

- The Economy and Interest Rates;
- Interest Rate Forecast;
- Investment Outturn for 2023/24;
- Borrowing Requirement and Debt;
- Borrowing Outturn for 2023/24, and
- Compliance with Treasury and Prudential Limits.

The Economy and Interest Rates

- 3.3 The invasion of Ukraine by Russia continues to have a major effect on the world economy while the extent of the impact of the Israel-Gaza war and its effect on the region remains uncertain. Shipping has already been rerouted away from the Red Sea and the Suez Canal leading to extended delivery times and supply chain issues. In the UK, CPI inflation fell from its peak of 11.1% in October 2022 to 4.00% in December 2023, which is its lowest rate since November 2021. This remains well above target.
- 3.4 The Bank of England's Monetary Policy Committee (MPC) sets its monetary policy in line with its inflation target, currently 2%, with the aim of sustaining growth and employment. As inflation remained substantially above target, the MPC raised the base rate twice so far this financial year, increasing from, from 4.25% to 5.00% in June and to 5.25% in August 2023. At its meetings in September, November & December 2023 and January 2024, the MPC maintained the base rate at 5.25%.

Interest Rate Forecast

- 3.5 The Council's treasury advisors, Link Group, provided the following interest rate forecast as at February 2024 for Bank Rates and Public Works Loan Board (PWLB) borrowing rates.

Table 1: Link Group Investment Forecast as at 9th February 2024

	Mar 2024	Jun 2024	Sep 2024	Dec 2024	Mar 2025	Jun 2025	Sep 2025	Dec 2025
Bank Rate	5.25	5.25	4.75	4.25	3.75	3.25	3.00	3.00
5yr PWLB Rate	4.50	4.40	4.30	4.20	4.10	4.00	3.80	3.70
10yr PWLB Rate	4.70	4.50	4.40	4.30	4.20	4.10	4.00	4.00
25yr PWLB Rate	5.20	5.10	4.90	4.80	4.60	4.40	4.30	4.20
50yr PWLB Rate	5.00	4.90	4.70	4.60	4.40	4.20	4.10	4.00

- 3.6 As outlined in paragraphs 3.3 and 3.4 above, the UK is continuing to experience high inflation and as a result the UK Base Rate has continued to rise, reaching 5.25% in August 2023. The rate is now expected to remain at this level for the next six months before starting to reduce in September 2024 to 4.75% and gradually reducing thereafter to 3.00% by December 2025. However, there remains a high level of uncertainty as the economy continues to recover from the effects of the pandemic, the ongoing war in Ukraine and uncertainty in the Middle East, which could lead to the forecast being changed within a short timeframe. The outcome of the UK General Election, which will take place within the timeframe of the forecast, may also have a bearing on the economy.
- 3.7 Similar to bank rates, PWLB borrowing rates are expected to reach their peak by March 2024 before gradually reducing, as shown in the interest forecast table above.

Investment Outturn for 2023/24

- 3.8 The Treasury Management Strategy Statement (TMSS) for 2023/24 includes the Annual Investment Strategy, which sets out the approved upper limits of investments with fixed and variable interest rates. It can be confirmed that these limits were not breached during the quarter ended 31 December 2023.
- 3.9 In order to maintain the availability of cash to meet daily cash flow payments, cash is held in easily accessible current accounts, call accounts, Money Market Funds (MMFs) and Short Duration Bond Funds (SDBFs). Current accounts generally have low interest rates; therefore cash is invested in MMFs and SDBFs on a short term basis to achieve a higher return. MMFs and SDBFs are mutual funds that invest in a range of short-term and medium-term money market instruments such as cash deposits (e.g. with banks), short term fixed and variable income securities (such as bonds) and, for SDBFs, mortgage and asset backed securities. These funds allow investors to participate in a more diverse and high-quality portfolio holdings than if they were to invest independently. Their primary aims are the preservation of capital and the provision of liquidity whilst offering a level of return consistent with money market investment. This aim is consistent with the Council's investment priorities of security first, liquidity second and then returns. The Council also has an account with the UK Treasury Debt Management Office (DMO) to place deposits for fixed periods up to six months at rates close to the Bank of England Base rate.
- 3.10 As at 31 December 2023, the Council held cash balances of £25.3m, of which £4.3m was immediately available in the Council's bank accounts and a further £21.0m immediately available from holdings in MMFs and SDBFs.
- 3.11 The average level of funds available for investment during the nine months to 31 December 2023 was £36m. These funds were available on a temporary basis with the amount available varying at any one time depending on a number of factors including cash flow and the borrowing strategy.
- 3.12 The benchmark investment returns over the 9 months ended 31 December 2023 are illustrated in the undernoted table:

Table 3: Benchmark Investment Returns 2023/24

Benchmark Period	Benchmark Return as at 31 Dec 2023
7 Days	4.88%
1 Month	4.84%
3 Months	4.71%
6 Months	4.43%
12 Months	3.60%

*The rates shown above are based on the backward looking Sterling Overnight Index Average (SONIA).

- 3.13 The Council's budgeted cash investment return for 2023/24 is 2.00%. This is a composite rate of all investments which is a mixture of instant access

balances and short term investments with maturity dates up to 100 days. The budgeted rate was based on an expected average bank rate of 4.00% for 2023/24.

- 3.14 For the nine months ended 31 December 2023 the Council achieved an actual investment return of 4.88% (£1.067m) which is higher than budgeted due to the increases in interest rates above the budgeted level. Investments in MMF and USDBF achieved rates of between 5.38% and 6.41% for the three months to 31 December 2023.
- 3.15 An average return of 1.54% was achieved on everyday cash balances held with the Royal Bank of Scotland (RBS). The cash balances in RBS accounts achieve a minimal return of between 1.00% and 1.78% and are held as working balances. The DMO account was used deposits for less than 7 days when temporary excesses of working funds were identified, achieving returns of between 5.17% and 5.19% (£7k for the three months to 31st December 2023). Balances in the Bank of Scotland account are held pending future investments and achieved a return of 0.35% over the nine month period.
- 3.16 The bank rate increased to 5.25% in August 2023, where it has remained as at February 2023. It is expected to remain at this level before falling progressively from September 2024 as shown in Table 1 above. Investment rates generally follow the bank rate and as the bank rate is forecast to be higher than previously expected for the remainder of 2023/24, it is anticipated that actual investment returns will also continue to be higher than budgeted.

Borrowing Requirement and Debt

- 3.17 The Council's underlying need to borrow to finance capital expenditure, termed the Capital Financing Requirement (CFR) is shown below. The 2023/24 Budget Estimate has been increased by £13.687m due to the adoption of the revised accounting arrangements for Service Concessions as set out in the TMSS 2023/24. The projected CFR shows a decrease from budgeted, due to the net effect of:
- the General Fund capital expenditure for 2022/23 being less than anticipated;
 - the forecast General Fund capital expenditure for 2023/24 being less than anticipated (with proposed re-phasing of spend into future years).

Overall this results in a net decrease from the budgeted CFR.

Table 4: Borrowing Requirement (CFR) 2023/24

	31 March 2023 Actual £000	31 March 2024 Budget Estimate £000	31 March 2024 Projected as at Dec 2023 £000
CFR General Fund	124,225	151,897	142,163
CFR HRA	21,763	27,440	21,709
Total CFR	145,988	179,337	163,872

Borrowing Outturn for 2023/24

- 3.18 During the period to 31 December 2023, the Council reduced its external borrowing by £1.144m. This included repayments of £0.028m towards PWLB debt which includes £0.027k for the early redemption of two PWLB annuity loans, repayments of £0.031m towards the Salix interest free loan and repayments of £1.080m towards the Council's PFI arrangement.
- 3.19 The budgeted capital spend was funded from internal borrowing (cash balances) with no additional external borrowing being undertaken for the first 9 months of the year. At this time there is no additional external borrowing forecasted to be undertaken by 31 March 2024 but this will be subject to review of progress on the approved capital programme and the level of cash balances held.
- 3.20 The Council's external borrowing position as at 31 December 2023 and expected year end position is illustrated in the undernoted table:

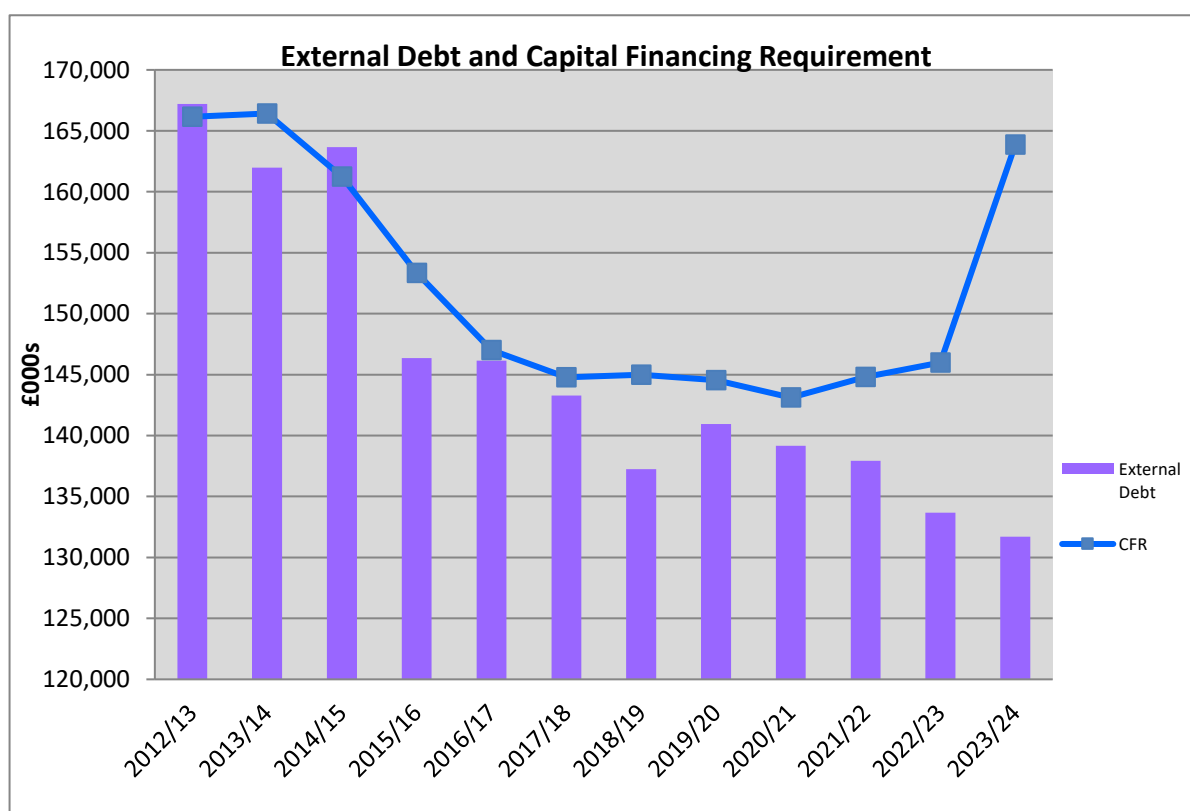
Table 5: External borrowing at 2023/24

	Actual March 2023 £000	Actual Dec 2023 £000	Projected March 2024 £000
Public Works Loan Board	74,149	74,122	73,710
Market Loans	18,954	18,948	18,946
LOBO Loans	5,000	5,000	5,000
Other long term liabilities	125	94	63
Long term Liabilities - PFI	35,435	34,355	33,995
Total	133,663	132,519	131,714

3.21 The level of borrowing is forecast to marginally reduce by the end of 2023/24. This is on the basis that no new external borrowing is undertaken during the remaining 3 months of the year.

3.22 The following chart shows the actual and forecast level of debt up to the end of 2023/24. In addition to programmed capital spend, repayment profiles of debt maturity mean there are variations in annual change in debt year on year.

Chart 1: External debt and Capital Financing Requirement (actual and forecast)



- 3.23 Overall there is a forecasted reduction in cumulative external debt of £41m (25%) since 2012, showing that over the longer term the Council has not increased its level of debt to finance its capital programme. However the rolling 20 year capital programme for 2023/24 to 2042/43, approved by Council at its meeting in March 2023, included a significant increase in capital investment with the expectation that new external borrowing would need to be undertaken over this period to ensure sufficient cash is available to meet the capital investment. As a result external debt is forecast to increase in the medium term, falling again towards the end of the 20 year programme. Repayments towards PFI also continue to reduce the Council's overall level of external debt on an annual basis.
- 3.24 In line with the 2023/24 TMSS and Prudential Indicators, total external debt of £131.7m is forecast at end of the year which remains below the Operational Boundary for External Debt (£146m) and the Authorised Limit for External Debt (£157m).

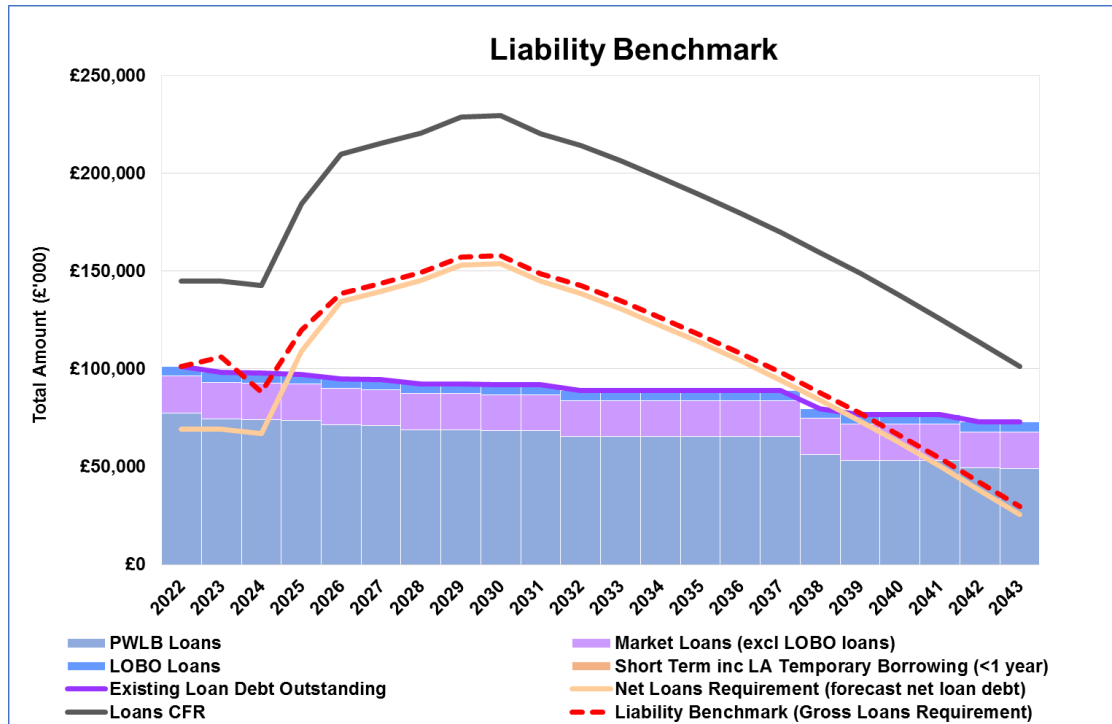
Liability Benchmark

- 3.25 The Liability Benchmark was a new prudential indicator for 2023/24 introduced in the 2021 Code and was included in the 2023/24 TMSS. As a minimum, the Council is required to estimate and measure the Liability Benchmark for the forthcoming financial year and the following two financial years. The chart below estimates the Liability Benchmark to 2042/43 in line with the approved GF Capital Programme. The liability benchmark itself represents an estimate of the cumulative amount of external borrowing the Council must hold to fund its current capital and revenue plans while keeping treasury investments at the minimum level required to manage day-to-day cash flow.

There are four components to the Liability Benchmark are:

- a) **Existing loan debt outstanding:** the Council's existing loans that are outstanding at the end of each financial year.
- b) **Loans CFR:** this is calculated in accordance with the loans CFR definition in the Prudential Code and projected into the future based on approved prudential borrowing, and planned Loans Fund advances and Loans Fund principal repayments.
- c) **Net loans requirement:** this shows the Council's gross loan debt less treasury management investments at the last financial year-end, projected into the future and based on its approved prudential borrowing, planned Loans Fund principal repayments and any other major cash flows forecast.
- d) **Liability Benchmark (or gross loans requirement):** this equals net loans requirement plus short-term liquidity allowance.

Chart 2: Liability Benchmark



3.26 The Liability Benchmark shows that over the short term the Council is not anticipated to undertake any external borrowing but over the medium to long-term it is anticipated that the Council will need to borrow in order to ensure it holds sufficient funds to finance its capital spending plans.

Borrowing in Advance of Need

3.27 The Council has not borrowed in advance of need in the nine months ended 31 December and has no intention to borrow in advance during the remainder of 2023/24.

Debt Rescheduling

3.28 Debt rescheduling opportunities have been very limited in the current economic climate, given the consequent structure of interest rates, which has impacted on PWLB new borrowing rates since October 2010. Consequently no debt rescheduling has been undertaken to date in the current financial year however the Council has made an early redemption of two PWLB annuity loans which is outlined in paragraph 3.18 above.

Compliance with Treasury and Prudential Limits

3.29 It is a statutory duty for the Council to determine and keep under review the affordable capital expenditure limits. The Council’s Treasury and Prudential Indicators (affordability limits) are included in the approved TMSS.

3.30 All treasury and prudential indicators set out in the Council’s TMSS have been complied with in the financial period to 30 September 2023. These prudential and treasury Indicators are shown in Appendix 2.

4.0 Conclusions

- 4.1 Cash balances 2023 were £25.3m as at 31 December 2023 which contributes to supporting the Council's capital financing requirement internally.
- 4.2 The Council's return on investments was higher than most of the benchmark rates for the first nine months of the financial year and higher than the budgeted return.
- 4.3 The Council has repaid £01.080m towards PFI arrangements and £0.058m towards other external debt.
- 4.4. No new external borrowing is expected to be undertaken during the remainder of the financial year.
- 4.5 Immediate cash balances have decreased by £10.541m over the first nine months of the year and £16m is held in two MMFs and two SDBFs. It is anticipated that the balances in the MMFs and SDBFs will reduce during the remainder of the financial year as funds are transferred to fulfil revenue and capital commitments.

5.0 Sustainability Implications

- 5.1 None

6.0 Resource Implications

6.1 *Financial Details*

- 6.2 The full financial implications of the recommendations are set out in the report. This includes a reference to full life cycle costs where appropriate.

Yes

- 6.3 Finance have been consulted and have agreed the financial implications as set out in the report.

Yes

- 6.4 Staffing

- 6.5 None

7.0 Exempt Reports

- 7.1 Is this report exempt? Yes (please detail the reasons for exemption below)
No

8.0 Declarations

The recommendations contained within this report support or implement our Corporate Priorities and Council Policies.

- (1) **Our Priorities** (Please double click on the check box)

- Clackmannanshire will be attractive to businesses & people and ensure fair opportunities for all
- Our families; children and young people will have the best possible start in life
- Women and girls will be confident and aspirational, and achieve their full potential
- Our communities will be resilient and empowered so that they can thrive and flourish

(2) Council Policies (Please detail)

Treasury Management Policy Statement and Practices

9.0 Equalities Impact

9.1 Have you undertaken the required equalities impact assessment to ensure that no groups are adversely affected by the recommendations?

N/A Yes No

10.0 Legality

10.1 In adopting the recommendations contained in this report, the Council is acting within its legal powers. Yes

11.0 Appendices

11.1 Please list any appendices attached to this report. If there are no appendices, please state "none".

Appendix 1 – Investment Portfolio as at 30th June and 30th September 2023

Appendix 2 - Prudential and Treasury Indicators as at 30th June and 30th September 2023

12.0 Background Papers

12.1 Have you used other documents to compile your report? (All documents must be kept available by the author for public inspection for four years from the date of meeting at which the report is considered)

Yes (please list the documents below) No

Treasury Management Strategy Statement 2023/24 - report to Council March 2023

Author

NAME	DESIGNATION	TEL NO / EXTENSION
Helen Coleman	Team Leader - Corporate Accountancy	

Approved by

NAME	DESIGNATION	SIGNATURE
Chris Alliston	Director of Partnership & Performance	

APPENDIX 1: Investment Portfolio

Short Term Investments – Counterparty	Principal as at 31 Dec 2023 £000	Interest Rate	Type
Aberdeen Standard Money Market Fund	1,000	Average Yield: Oct - Dec 6.41%	Instant access
Aberdeen Standard Ultra Short Dated Bond Fund	13,000	Average Yield: Oct – Dec 5.38%	Instant access
Blackrock Money Market Fund	1,000	Average Yield: Oct - Dec 6.41%	Instant access
Blackrock Ultra Short Dated Bond Fund	1,000	5.06% Average annual rate (accumulating interest)	Instant access
Bank of Scotland plc Treasury Call Account	5,010	4.90% as at 30 th June 2023 5.14% as at 30 th Sept 2023	Instant access
CSBP Clackmannanshire Investments Ltd	1		
Total Short Term Investments	21,011		

Cash and Cash Equivalents – Counterparty	Principal as at 31Dec 2023 £000	Interest Rate
Royal Bank of Scotland plc	4,231	1.70% to 10 th Dec 2023 3.25% from 11 th Dec 2023 (balances above £1m)
Bank of Scotland plc	80	0.01% from 27 th Jan 2023
Other Accounts	27	-
Total Cash and Cash Equivalents	4,338	

TOTAL INVESTMENTS	25,349
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APPENDIX 2: Prudential and Treasury Indicators

Treasury Indicators	2023/24 Budgeted Estimate £'000	Actual as at 31 Dec 2023 £'000	Projected 31 March 2024 £'000
Authorised limit for external debt	157,000	157,000	157,000
Operational boundary for external debt	146,000	146,000	146,000
Gross external debt	133,663	132,519	131,714
Investments	** 39,890	25,349	25,349
Net borrowing	93,773	107,170	106,365

*As at 31 December 2023, Gross external debt consisted of £98.164m fixed rate borrowing and £34,35m liabilities in relation to PFI

**Actual as at 31 March 2023

Maturity structure of fixed rate borrowing - upper and lower limits (excluding PFI)	Upper and Lower Limits	Fixed Rate Borrowing as at 30 Dec 2023 £'000	% of Total Fixed Rate Borrowing
Under 12 months	25% - 0%	443	0.45%
12 months to 2 years	25% - 0%	475	0.49%
2 years to 5 years	50% - 0%	4,820	4.93%
5 years to 10 years	75% - 0%	3,499	3.58%
10 years and above	100% - 0%	88,478	90.55%
		97,715	100.00%

Prudential and Treasury Indicators

2023/24	As at 31 December 2023		
Prudential Indicators	Budgeted Estimate	Projected Outturn	Variance
	£'000	£'000	£'000
Capital expenditure: General Fund Services	25,930	17,698	(8,232)
Capital expenditure: Housing Revenue Account	21,844	15,261	(6,583)
Capital Financing Requirement (CFR): General Fund	151,897	142,163	(9,734)
Capital Financing Requirement (CFR): HRA	27,440	21,709	(5,731)
In year borrowing requirement	45,674	31,353	(14,321)
Ratio of financing costs to net revenue stream - General Fund	4.11%	3.89%	(0.22%)
Ratio of financing costs to net revenue stream - HRA	8.13%	6.55%	(1.58%)

Report to: Clackmannanshire Council

Date of Meeting: 16 May 2024

Subject: Council Financial Performance 2023/24 as at December 2023

Report by: Strategic Director, Partnership & Performance

1.0 Purpose

1.1 This paper provides an update on the financial performance for the Council, as at December 2023, in respect of:

- the General Fund (GF) revenue and capital spend and the achievement of savings for the current financial year 2023/24,
- the Clackmannanshire element of the Stirling & Clackmannanshire Health and Social Care Partnership (H&SCP) revenue spend; and
- the Housing Revenue Account (HRA) revenue and capital spend, for the financial year, 2023/24.

2.0 Recommendations

2.1 Council is asked to note the report, commenting and challenging as appropriate on:

2.1.1 General Fund revenue forecasted underspend of £(0.735)m for the year to 31 March 2024;

2.1.2 the Clackmannanshire element of the Health and Social Care Partnership (H&SCP) forecasted overspend of £3.684m as at December 2023, for the year to 31 March 2024;

2.1.3 the HRA revenue forecasted underspend of £(3.996)m, £0.178m more than the budgeted underspend for the year to 31 March 2024;

2.1.4 the HRA Capital programme forecasted underspend of £(6.285)m, of which £6.265m is proposed to be carried forward;

2.1.5 the General Fund Capital Programme forecasted underspend of £(9.737)m, and proposed carry forward of £8.462m

2.1.6 progress to date in delivering the £3.814m approved savings programme, currently forecast to achieve £2.612m, 68.5%, as at 31 March 2024.

3.0 Background

3.1 This report summarises the forecasted financial position of the Council for the financial year ending 31 March 2024. This report consolidates all of the detailed financial data to provide a summary position for the Council. The report also provides detail of individual Directorate positions and their service areas within the appendices.

4.0 General Fund Revenue

4.1 As at 31 December 2023 the General Fund is forecasting an underspend for the year of £(0.735)m. This includes the devolved schools underspend of £(0.506)m which is carried forward into 2024/25 in line with the academic year.

4.2 **Appendix 1** provides the breakdown by each Directorate and centrally held Corporate Service areas along with the position for Partnerships and Sources of Funding.

4.3 The Council Summary at **Appendix 1** shows the under and overspend positions for each of the Directorates and Corporate Areas. The overall net overspend is made up as follows: People Directorate - £(0.181)m underspend, Place Directorate - £(0.243)m underspend, Partnership & Performance Directorate - £(0.132)m underspend and Transformation Directorate - £(0.005)m underspend. Corporate Services are forecasting an underspend of £(0.174)m, which includes centrally held savings achieved within the individual services.

4.4 The forecast underspend of £(0.735)m is a favourable movement of £(0.749)m from the forecast overspend as at September, reported to the Audit & Scrutiny Committee at its meeting in December 2023.

4.5 This movement is mainly within Partnership & Performance £(0.358)m, mainly due to vacancies throughout the Directorate.

4.6 **Appendices 3 to 6** provide details of individual Directorate financial performance including movement from previous outturn.

4.7 As part of the Council's earmarked reserves reported as at 31 March 2023, Covid Recovery Funds of £1.455m were held. These funds are discretionary with the purpose of funding activity related to the recovery from the COVID pandemic. Whilst most ongoing costs incurred due to COVID have been embedded into recurring costs, there are a number of areas of work that were delayed or postponed due to prioritising support for individuals and businesses during this time.

4.8 From review of the financial outturn, areas of spend linked to COVID have been identified and allocation of these funds in 2023/24 has been agreed by Chief Executive, the Directors and the Chief Finance Officer amounting to £1.184m. Of the £1.184m allocated £1.019m has been drawn down against specific spend. Along with this underspend of £0.165m and the remaining funds of £0.271m still to be allocated, the combined available funds of £0.436m will drawn down if further spend is identified.

5.0 Clackmannanshire & Stirling Health and Social Care Partnership (H&SCP)

5.1 The Clackmannanshire element of the H&SCP is forecasting an overspend of £3.684m based on financial information as at December 2023. Details of the forecast variances that make up this overspend are shown in **Appendix 7**.

5.2 A report presented to the IJB Board on 27 March 2024 indicated a projected overspend across the Partnership of £5.721m at the end of January 2024 subject to NHS Forth valley meeting financial pressures in relation to the set aside budget. This is a favourable movement of £1.387m. However, whilst the integrated budget overspend has reduced by £2.358m the set aside budget overspend has increased by £0.971m. As a consequence of the projected overspend a financial recovery plan has been developed and presented to the Integrated Joint Board (IJB) in line with the integration scheme.

5.3 Alongside the recovery actions there requires to be robust scrutiny over the financial projections to ensure these are accurate. This will also measure any reductions in spend as a result of the action plan and identify if any further recovery action is required.

6.0 General Fund Capital

6.1 For 2023/24, the approved General Fund Capital programme set out significant gross investment in Clackmannanshire amounting to £17.760m. A further £5.188m was added as a result of carry forwards from 2022/23 and £3.922m has been added to reflect additional grant income for various projects and initiatives. These additional amounts have increased the approved budget for 2023/24 to £26.870m.

6.2 Work on capital projects is being progressed however delays are still being incurred due to internal and external factors. On review of the forecasts as at December, spend is estimated to be £17.132m for the year resulting in an underspend of £(9.738)m against the approved budget. It is estimated that as a result of delays and reprioritisation, the proposed carry forward to 2024/25 will be £8.462m of which £7.891m was included in the 2024/25 Capital Budget approved at Special Council on 29th February 2024. **Appendix 10** provides detail of the forecasted expenditure to 31 March 2024 and variance against budget by project.

6.3 A summary of the projected outturn position for each of the Asset plans with main variances are shown in the table below:

Asset Management Strategy	Budget	Forecast to 31 March 2024	Forecast Over / (under) Spend	Main Variances
	£m	£m	£m	
Community Investment Strategy	11.201	4.696	(6.505)	<p>£1.007m underspend on Free School Meals Equipment (removal of grant funding), £0.180m to be carried forward to 2024/25</p> <p>£1.087m underspend on Clackmannan Regeneration to be carried forward to 2024/25</p> <p>£3.019m underspend on Wellbeing Hub and resourcing to be carried forward to 2024/25</p> <p>£0.403m underspend on City Deal Resourcing due to reprioritisation of projects</p> <p>£0.370m underspend on Innovation Hub delivery to be carried forward to 2024/25</p> <p>£0.245m underspend on Town Centre Regeneration to be carried forward to 2024/25</p> <p>£0.086m overspend on Dumyat Visitor Hub</p> <p>£0.093m underspend on Clackmannan CAP to be carried forward to 2024/25</p> <p>£0.055m overspend on Park Primary</p>
Property	4.562	2.463	(2.099)	<p>£0.136m underspend on Alloa Leisure Bowl Demolition as costs less than expected.</p> <p>£0.270m underspend on resourcing due to vacant posts, £0.040m to be carried forward to 2024/25</p> <p>£0.625m underspend Cemetery Walls Upgrade to be carried forward to 2024/25</p> <p>£0.639m underspend on Learning Estate Option appraisals and contingency to be carried forward to 2024/25</p>
Roads	4.837	4.868	0.031	<p>£0.209m overspend on Carriageways</p> <p>£0.050m underspend on Flood Prevention, £0.030m to be carried forward to 2024/25</p> <p>£0.035m underspend on Community Bus Fund to be carried forward to 2024/25</p>

Land	1.368	0.867	(0.502)	<p>£0.077m underspend on Polmaise Waste Transfer Station to be carried forward to 2024/25</p> <p>£0.035m underspend on Gartmorn Dam Country Park to be carried forward to 2024/25</p> <p>£0.270m underspend on Clackmannan Tolbooth to be carried forward to 2024/25</p> <p>£0.036m underspend on Renewable Energy Projects to be carried forward to 2024/25</p>
Fleet	0.733	0.733	0	Outturn expected on budget
IT	3.678	3.187	(0.491)	<p>£0.661m overspend on IT Infrastructure due to urgent works on Improving ICT Security to be offset through Capital receipts or in year underspend as previously approved.</p> <p>£0.781m underspend on Digital Transformation of which £0.492m to be carried forward to 2024/25</p> <p>£0.128m overspend on new telephony equipment.</p> <p>£0.199m underspend on Analogue to Digital to be carried forward to 2024/25.</p>
Place Based Investment	0.491	0.320	(0.171)	Underspend on grant funding to be carried forward into 2024/25.
Gross Capital Expenditure	26.870	17.134	(9.737)	
Allocation of Capital Funding	(10.259)	(10.259)	-	Funding is allocated to projects as it is spent. Any funding that is not utilised in full will be carried forward to 2024/25, where grant conditions allow, or repaid.
Net Capital Programme	16.611	6.875	(9.737)	

7.0 Delivery of 2023/24 Approved Savings

7.1 At its budget meeting in March 2023, Council approved savings of £3.814m for the financial year 2023/24. The table below shows the split of these savings across Directorates and the forecasted achievement of those savings by 31 March 2024.

General Services Revenue Budget 2023/24 - Progress of Approved Savings by Directorate

Directorate	Total Approved Savings £000	Achieved £000	At Risk £000	Unachievable £000
People	2,019	1,660	320	38
Place	1,254	720	-	535
Partnership & Performance	541	232	309	-
Total Approved Savings	3,814	2612	629	573
		68.5%	16.5%	15%

7.2 The above table indicates that 68.5% of savings are likely to be achieved, with 16.5% forecast to be at risk and 15% unachievable in 2023/24. Detail of individual savings within each directorate is provided in **Appendix 2**.

8.0 Housing Revenue Account (HRA)

Revenue

- 8.1 The HRA forecasted surplus as at 31 December is £(3.996)m, which is £0.178m more than the revised budgeted surplus of £(3.818)m. **Appendix 8** provides a summary of the variances.

Capital

- 8.2 The HRA Capital Programme for 2023/24 is £17.096m. This includes the addition of £0.530m carry forward of underspend from the 2022/23 Budget and an additional £1.305m of budget for the Westhaugh new site project, agreed at Council on the 18th May 2023. **Appendix 9** provides the detail for all the projects along with comments on their progress.
- 8.3 The forecast net expenditure at the year end is £10.811m this is £(6.285)m less than budget with a proposed carryforward to 2024/25 of balance.
- 8.4 The new build development in Clackmannan is flagged as being at risk of not delivering all the budget spend this year with c£0.090m spend to date. The consequence of this would be that any underspend would be required to be carried forward to 2024/25 to complete the project.
- 8.5 Westhaugh Travelling Site is now forecasting a potential underspend of £(2.974)m with c£0.300m spent to date, any underspend will be required to be carried forward.

9.0 Conclusions

- 9.1 General Fund Revenue Services are forecasting an underspend of £(0.735)m for the year to 31 March 2024;
- 9.2 The Clackmannanshire element of the H&SCP is forecasting to overspend £3.684m as at 31 December 2023 for the year to 31 March 2024.
- 9.3 The HRA revenue is forecast to achieve a surplus of £(3.996)m a surplus over budget for the year of £0.178m to 31 March 2024.
- 9.4 The HRA Capital programme is forecast to underspend by £(6.285)m for the year to 31 March 2024.
- 9.5 The General Fund Capital programme is forecast to underspend by £(9.738)m.
- 9.6 Of the £3.814m approved savings programme, £2.612m (69%) are forecast to be achieved by 31 March 2024.

10.0 Sustainability Implications

10.1 There are no direct environmental sustainability implications arising from this report.

11.0 Resource Implications

11.1 *Financial Details*

11.2 The full financial implications of the recommendations are set out in the report. This includes a reference to full life cycle costs where appropriate. Yes

11.3 Finance has been consulted and has agreed the financial implications as set out in the report. Yes

11.4 *Staffing*

11.5 There are no direct staffing implications arising from this report.

12.0 Exempt Reports

12.1 Is this report exempt? Yes (please detail the reasons for exemption below) No

13.0 Declarations

The recommendations contained within this report support or implement our Corporate Priorities and Council Policies.

(1) **Our Priorities** (Please double click on the check box)

Clackmannanshire will be attractive to businesses & people and ensure fair opportunities for all

Our families; children and young people will have the best possible start in life

Women and girls will be confident and aspirational, and achieve their full potential

Our communities will be resilient and empowered so that they can thrive and flourish

(2) Council Policies (Please detail)

14.0 Equalities Impact

14.1 Have you undertaken the required equalities impact assessment to ensure that no groups are adversely affected by the recommendations?

Yes No

15.0 Legality

15.1 It has been confirmed that in adopting the recommendations contained in this report, the Council is acting within its legal powers. Yes

16.0 Appendices

16.1 Please list any appendices attached to this report. If there are no appendices, please state "none".

Appendix 1 – Draft Council Summary at 31 December 2023

Appendix 2 – Summary Savings by Directorate at 31 December 2023

Appendix 3 – People Variances at 31 December 2023

Appendix 4 – Place Variances at 31 December 2023

Appendix 5 – P&P Variances at 31 December 2023

Appendix 6 – Corporate Variances at 31 December 2023

Appendix 7 – HSCP Variances at 31 December 2023

Appendix 8 – HRA Revenue Variances at 31 December 2023

Appendix 9 – HRA Capital Forecast as at 31 December 2023

Appendix 10 – General Fund Capital Forecast as at 31 December 2023

17.0 Background Papers


17.1 Have you used other documents to compile your report? (All documents must be kept available by the author for public inspection for four years from the date of meeting at which the report is considered)

Yes (please list the documents below) No

Author(s)

NAME	DESIGNATION	TEL NO / EXTENSION
Elizabeth Hutcheon	Management Accountancy Team Leader	6214

Approved by

NAME	DESIGNATION	SIGNATURE
Chris Alliston	Strategic Director, Partnership & Performance	

	Annual Budget 24GLBR £'000	Forecast to March 2024 £'000	Variance Forecast to Budget £'000	Previous reported Variance At Sept 2023 £'000	Variance Movement Sept to Dec 2023 £'000
Directorate					
People	81,459	81,278	(181)	(41)	(140)
Place	35,245	35,001	(243)	(112)	(132)
Partnership & Performance	11,760	11,628	(132)	226	(358)
Transformation	134	129	(5)	(19)	14
Directorate Expenditure	128,597	128,036	(561)	54	(615)
Corporate					
Corporate Centrally Held	291	280	(11)	(4)	(7)
Corporate Services	(1,026)	(779)	247	374	(127)
Misc Services - Non Distributed Costs	1,100	1,100	0	0	0
	365	601	236	369	(134)
	128,963	128,637	(325)	424	(749)
less allocated to non general fund	(1,305)	(1,311)	(6)	(6)	0
	127,658	127,326	(331)	418	(749)
Add Requisitions from Joint Boards					
Central Scotland Valuation Joint Board	462	462	0	0	0
Corporate Expenditure	128,120	127,789	(331)	418	(749)
Add/Deduct					
Interest on Revenue Balances	(205)	(405)	(200)	(200)	0
Loans Fund Contribution	5,792	5,588	(204)	(204)	0
Contribution to Bad Debt Provision	100	100	0	0	0
Total Expenditure	133,807	133,072	(735)	14	(749)
Sources of Funding					
General Revenue Funding/Non-Domestic Rates	(124,341)	(124,341)	0	0	0
Council Tax	(25,547)	(25,547)	0	0	0
Council Tax Reduction Scheme	0	0	0	0	0
Contribution from Reserves	(2,318)	(2,318)	0	0	0
Capital Stimulus Fund	0	0	0	0	0
Application of unapplied Capital receipt	0	0	0	0	0
Contribution from Earmarked Reserves	(3,167)	(3,167)	0	0	0
Contribution from Uncommitted Reserves	(4,643)	(4,643)	0	0	0
Total Funding	(160,016)	(160,016)	0	0	0
Projected (Surplus)/Shortfall	(26,209)	(26,944)	(735)	14	(749)
Health & Social Care Partnership	26,209	29,893	3,684	3,835	(151)

Saving Reference	Directorate	Department	Responsible Officer	Description	TechOne code	Cash/ Permanent	2023/24 £	Achieved £	At Risk £	Unachieved £	Total £
P&PMGT1	P&P	Corporate	N Bridle	Hybrid Working - Reduction in Mileage	1079-1498-30104	Cash	15,000	15,000			15,000
P&PMGT8	P&P	Partnership & Transformation	C Jarvie	Capitalisation of ICT and Digital posts supporting capital plan implementation	1079-1205-30104	Cash	124,200	124,200			124,200
P&PMGT12	P&P	Finance & Revenues	L Sim	Increase in Water Agency Fee	1079-1375-50049	Permanent	40,681	40,681			40,681
P&PMGT13	P&P	All	S Crickmar	Voluntary Severance	Various	Permanent	328,179	18,997	309,182		328,179
PEMGT16	People	Education & Learning	L Sanda	CLD	1079-1278-10005	Permanent	38,133			38,133	38,133
PEMGT02	People	Education & Learning	C Bruce	Review of Devolved School Management	1274-1233-10015	Cash	400,000	400,000			400,000
PEMGT11	People	Education & Learning	L McDonald	Primary Schools Efficiency (Falling Rolls)	1274-1233-10015	Permanent	57,175	57,175			57,175
PEMGT04	People	Education & Learning	C Bruce	Capitalisation of Project Manager for Digital Technology within People for Digital Rollout	1079-1233-10005	Cash	50,155	50,155			50,155
PEMGT05	People	Education & Learning	L McDonald	ELC Centre Support	1274-1233-10015	Cash	10,481	10,481			10,481
PEMGT13	People	Care & Protection	S Robertson	Review of supported accommodation (further saving 23/24)	1079-1577-40019	Cash	63,000		63,000		63,000
PEMGT14	People	Care & Protection	S Robertson	Reduction in external foster places (further saving 2023/24)	1079-1434-40042	Cash	33,000	33,000			33,000
PEMGT01	People	Care & Protection	S Robertson	Reduction in hours, various posts	1079-1431-10005	Permanent	27,600	27,600			27,600
PEMGT12	People	Care & Protection	S Robertson	Youth Justice Mileage	1079-1440-20045	Permanent	3,971	3,971			3,971
PEMGT19	People	Care & Protection	S McDonald	CAB 2nd yr of 2022/23 saving	1080-1441-40015	Permanent	16,500	16,500			16,500
PEORED03	People	Care & Protection	S Robertson	Children Services Redesign	1079-1449-10007 5,376 1079-1006-10005 46,821 1079-1006-10006 10,300 1079-1006-10007 3,622 10791-449-10005 43,675 1079-1449-10006 9,827	Permanent	119,621	119,621			119,621
PEORED02	People	Care & Protection	S Robertson	Review of Residential Placements	1079-1473-40017	Permanent	98,500		98,500		98,500
PEMGT15	People	Support & Wellbeing	L Sanda	Leisure Bowl management fee	1061-1140-30101	Cash	300,000	300,000			300,000
PEMGT0a&b	People	Strategic Director	L Sanda	External Recharge to Regional Improvement Collaborative	1079-1555-10000 £67,000 1079-1493-50070 £14,640	Cash	81,640	81,640			81,640
PEMGT20	People	All	L Sanda	Voluntary Severance		Permanent	222,620	222,620			222,620
PLMGT13	Place	Property	A Morrison	Change in PAT Testing policy	10-D-1516-20007	Permanent	45,000	45,000			45,000
PLMGT15	Place	Property	A Morrison	Schools PPP management fee	1274-1149-40025	Cash	80,000			80,000	80,000
PLMGT14	Place	Property	A Morrison		1045-1517-10005/6/7	Permanent	77,420	77,420			77,420
PLMGT14a	Place	Property	A Morrison	Delay filling maintenance officer post	1045-1517-10094	Cash	14,340	14,340			14,340
PLMGT20	Place	All	P Leonard	Voluntary Severance	1079-1001-10093	Permanent	462,080	201,251		260,829	462,080
PLMGT1	Place	Development	E Fyvie	Trading Standards	1079-1064-40004	Cash	50,000	50,000			50,000
PLMGT2	Place	Development	E Fyvie	GIS	1079-1110-10093	Permanent	39,900	39,900			39,900
PLMGT3a	Place	Development	E Fyvie	Legacy Developer Contributions	1079-1113-10093	Cash	136,000			136,000	136,000
PLMGT10	Place	Housing	T Cain	HRA post reallocation	1079-1359-10005/6/7	Permanent	20,880	20,880			20,880
PLMGT11	Place	Housing	T Cain	Reallocation of operational costs	1079-1357-10005/6/7	Permanent	44,214	44,214			44,214
PLMGT12	Place	Housing	T Cain	Reallocation of strategic housing costs	1079-1357-10005/6/7	Permanent	5,530	5,530			5,530
PLMGT8	Place	Environment	J McDonald	Fleet - Removal of vacant posts	1045-1102-VD015 - £11,536 1045-1101-VD128 - £9,667	Permanent	21,000	21,000			21,000
PLMGT18	Place	Environment	J McDonald	Reduction in overtime within Waste service	1045-1106-10008	Permanent	5,000	5,000			5,000
Management Efficiency Savings 2023-24							3,031,820	2,046,176	476,682	514,962	3,031,820
Directorate	Department	Responsible Officer	Description	Cash/ Permanent	2022/23 £	Achieved/ Likely to be achieved £	At Risk £	Unachieved £	Total £		
PEOPO1	People	Education & Learning	C Bruce	Review of Early Learning and Childcare provision	1079-1228-30008	Permanent	483,333	324,696	158,637		483,333
PEOPO9	People	Education & Learning	C Bruce	Review of Secondary School Support Services	1274-1233-10015	Permanent	13,015	13,015			13,015
P&PPRED01	P&P	Various	Various	Review of Community Access Points	1079-1033-10094	Permanent	18,000	18,000			18,000
P&PPOL3	P&P	HR & Workforce Dev	C Allison	Reduction in Training Budget	1079-1059-10091	Permanent	15,000	15,000			15,000
PLPOL03	Place	Environment	J McDonald	Increase Charge for Brown Bin Permits	1079-1568-50011	Permanent	75,000	75,000			75,000
PLPOL10B	Place	Environment	J McDonald	New Charge to Developers for new communal bins	1045-1106-50052	Permanent	3,000			3,000	3,000
PLPOL04	Place	Environment	J McDonald	Roads Income - Increase Fees and Charges	1079-1073-50035	Permanent	5,000		5,000		5,000
PLPOL05	Place	Environment	J McDonald	Increase Burial Charges	1045-1099-50037	Permanent	10,000	10,000			10,000
PLPOL09	Place	Environment	J McDonald	Transition to Net Zero *(see appendix E Electric Vehicle Charging Policy)	1079-1067-10093	Permanent	160,000	110,000		50,000	160,000
Policy Savings 2023-24							782,348	565,711	158,637	58,000	782,348

People	2,018,744	1,660,474	320,137	38,133	2,018,744
Place	1,254,364	719,535		534,829	1,254,364
P&P	541,260	231,878		309,182	541,080
Total	3,814,168	2,611,887	629,319	572,962	3,814,168
		68.5%	16.5%	15.0%	

People	Annual Budget 2023/24	Forecast to March 2024 as at Dec 2023	Variance Forecast to Budget at Dec 2023	Previous variance at Sept 2023	Variance movement June to Sept 2023	Narrative
	£'000	£'000	£'000	£'000	£'000	
Strategic Director	(17)	71	88	84	4	Forecast overspend reflects historic restructure saving not achieved £0.085m and £0.004m staffing pay award shortfall. The movement of £0.004m is pay award funding shortfall
Support & Wellbeing						
Customer Services	662	629	(33)	(42)	9	Libraries & Customer services: - £(0.033)m underspend due to staffing vacancies £(0.039)m with shortfall in income of £0.003m and other minor non staffing overspends £0.003m. Adverse movement of £0.009m relates to staffing additional hours of £0.005m & £0.004m Service charges increase
Leisure & Sports Development	1,029	740	(289)	(261)	(28)	Sports Development: £(0.198)m underspend - Savings from discontinued programmes (Rugby Development, Multi Sports & Active Start) totalling £(0.023)m, Staff turnover/vacant posts £(0.130)m and underspend on Swimming Programs of £(0.142)m (identified as 2024/25 budget saving), offset by overspends on Sports Programs (Active communities, Holiday Sports, Sports Classes) totalling £0.078m, Ski-ing £0.019m overspend mainly in relation to one off purchase of equipment. Leisure: £(0.091)m underspend - Staff turnover and vacancies underspend £(0.084)m, Supplies and Services (£0.006m) various small underspends, £(0.054)m underspend in Well being Hub operating costs not required, partially offset by Income shortfall £0.031m mainly in halls & Community Centres Internal hires and £0.022m pay award funding shortfall. The movement of £(0.028)m relates to Sports Development swimming programs £(0.026)m now completed for financial year, further staff turnover / vacancies totalling £(0.024)m and pay award funding shortfall £0.022m.
Total Support & Wellbeing	1,691	1,369	(322)	(303)	(19)	
Education & Learning						
Devolved Schools	36,126	35,620	(506)	(378)	(128)	Devolved Schools are forecasting an underspend of £(0.506)m. This consists of £(0.532)m underspend within Primary schools - staffing turnover and vacant posts £(0.540)m and a minor over spend on per capita budgets of £0.008m. A forecast overspend of £0.016m within Secondary schools consists of staffing £(0.145)m vacant posts & turnover and per capita £0.161m overspend. ASN is forecasting an overspend of £0.010m - consisting of an underspend in staffing (£0.064m) offset by overspends on per capita £0.043m and external placement income shortfall £0.031m. Any underspend in Devolved budgets is carried forward at year end into DSM earmarked reserves and is available for use in the next financial year. The movement of (£0.128m) relates to further staff turnover (£0.096m), staffing recharge to Refugee Programs (£0.106m) partially offset by an increase in per capita spend of £0.074m.
Early Years	10,115	10,462	347	510	(163)	Early Years are forecasting an overspend of £0.347m. Kidzone out of school care £0.017m overspend due to shortfall in income, a review of fees ongoing to rectify. Mainstream Nursery provision including 1140hrs expansion is currently forecasting an overspend of £0.330m of which £0.461m relates to inflationary pressures on 1140 hrs cash limited (Grant) budget, Nursery meals 10% increase £0.040m, Catering, Cleaning & Janitorial staff recharges 6% pay inflation £0.021m and Early Years staffing 1140 hrs, increments and pay awards £0.400m, this is partly mitigated by the draw down of remaining DSM earmarked reserve of £(0.173)m and £(0.095)m which was held centrally within Corporate to partially offset 23/24 pay inflation. There is an estimated shortfall in 2023/24 saving "Review of Operating Models" of £0.159m, Supply costs £0.039m, Fee Income surplus £(0.033)m, staff turnover Teachers & Central Team £(0.045)m and various non staffing £0.017m. The Movement of (£0.163m) consists of further pay inflation on 1140 hrs funded staff £0.015m, an improvement in "review of Operating Models ELC" saving due to staffing reduction in Early Years Nursery settings (£0.159)m, further fee income £(0.010)m, staff turnover in Central & Teachers teams £(0.006)m, further Supply costs £0.024, staff recharges to EAC £(0.015)m and various other minor movements totalling £(0.012)m

People	Annual Budget 2023/24	Forecast to March 2024 as at Dec 2023	Variance Forecast to Budget at Dec 2023	Previous variance at Sept 2023	Variance movement June to Sept 2023	Narrative
	£'000	£'000	£'000	£'000	£'000	
ASN Non Devolved	7,320	7,493	173	187	(14)	ASN Non Devolved is forecasting an overspend of £0.173m. Accessibility Strategy £0.026m overspend (demand led), Pupil transport costs are overspent by £0.066m due to increased demand and additional school days this financial year, Travel Escorts £0.041m overspent as demand continues to increase, Other staffing is forecast as £0.046m overspent, Learning Assistants have a minor underspend of (£0.017)m and other minor variances totalling £0.011m. The movement of (£0.014)m consists of further staff turnover (£0.024)m, Insurance costs previously forecast on budget £0.005m and minor others £0.005m
Primary Non Devolved	1,829	2,008	179	(214)	393	Primary Non Devolved is currently forecasting an over spend of £0.179m. Within the Core Primary Non Devolved areas a £(0.126)m underspend is made up from staff turnover / vacancies £(0.118)m, Teachers Supply £(0.140)m, Bus contracts £(0.022)m, offset by; £0.140m non staffing (Parent Pay fees £0.005m, Cleaning £0.030m, Seemis £0.067m, equipment & property works £0.038m), FSM holiday payments (Strike Days) £0.010m and other non staffing £0.004m. Within Teachers flexibility an overspend of £0.305m reflects various movement in reserves to other Educ & Learning areas of £0.026m and SS Pay award funding shortfall of £0.279m The movement of £0.393m is staff turnover (£0.014)m, reduction in forecast for Teachers Supply Costs (£0.053)m and £0.004m Insurance costs previously forecast on budget, within flexibility overspend of £0.456m relates to incorrect Sept assumption on outstanding funding £0.163m, £0.014m movement in reserves and £0.279m SS Pay award shortfall.
Secondary Non Devolved	1,991	2,020	29	(15)	44	Secondary Non Devolved is reporting an overspend of £0.029m. Unachievable Income on Parents contribution to travel as no longer chargeable £0.009m, Gaelic (Pupil Transport) £0.010m, staff vacancy £(0.029)m, Teachers Supply costs overspend £0.011m, Music tuition £0.037m overspend, school transport underspend of (£0.012)m and various others totaling £0.003m. The movement of £0.044m relates to Teachers Supply costs £0.030m due continuing high level of cover, a decrease in School Transport (£0.014)m reduction in contract, Insurance costs previously forecast on budget £0.006m, Music tuition £0.039m over spend as expected funding for Academic Year 23-24 not valid, STEM funding (£0.010)m and various minor adjustments totaling (£0.007m)
Pupil Equity Funding	2,451	2,451	0	0	0	Pupil Equity Funding (PEF) is allocated on an Academic Year basis and any underspend is carried forward with the requirement that it is fully spent by July of the following year.
Business Management	783	750	(33)	(9)	(24)	Business Management is reporting an underspend of £(0.033)m, historic saving Head Of Education - post re-instated £0.052m, offset by vacant post £(0.040)m, staff turnover (£0.016)m, EMA admin fee surplus £(0.009)m, EAC staffing recharge £(0.020m). The movement of £(0.024)m relates to staffing recharge to Early Adopters Community Project £(0.020)m, staff turnover £(0.008m) and various other non staffing £0.004m
Other Areas	1,032	1,041	9	20	(11)	In other areas , School Crossing Patrols Officers £(0.017)m underspend, Youth and Adult Services £0.026m overspend combines to a net overspend of £0.009m being staffing vacancies and turnover £(0.017)m in SCPO's, and £0.024m staffing overspend in Community Learning & Development (CLD) due to slippage around CLD ongoing restructure. The movement of £(0.011m) relates to CLD refugee program funding (£0.034m) less other staffing £0.005m PEF funding ended and £0.018m in Psychology Service reporting on budget as underspend carried forward (MH Programs)
Education & Learning Total	61,647	61,845	198	101	97	
Care & Protection						
Children's Commissioned Services	760	760	0	0	0	Forecast on budget

People	Annual Budget 2023/24	Forecast to March 2024 as at Dec 2023	Variance Forecast to Budget at Dec 2023	Previous variance at Sept 2023	Variance movement June to Sept 2023	Narrative
	£'000	£'000	£'000	£'000	£'000	
Corporate Parenting	7,042	7,039	(3)	163	(166)	<p>Overall forecasting a saving for the year of £(0.0003)m £(0.325)m in Fostering and Adoption Payments. The underspend has arisen mainly as a result of significant reduction in external fostering costs. The average external fostering placement costs around £0.050m per annum and there is a net reduction of 6 in placements across the financial year. There is also income of around £(0.080m) expected from Home Office to support young people through Unaccompanied Asylum Seekers funding. The impact of these favourable outcomes are reduced by an increase in the cost of adoption payments, with 8 additional young people placed with potential adopters. £(0.112)m in general legal and professional fees, £(0.113)m in Kinship and Residence Order Payments. Partially offset by overspends in: £0. 310m in permanent adoption costs. These are one-off payments made to the agent (normally other Councils) where an agreement has been reached for the permanent adoption of a child in Clacks' care. The fee paid is stipulated by Scottish Government (£0.035m for 1 child, £0.059m for 2 children) and covers all the legal costs associated with permanent adoption. The cost reflects that 9 Clacks children have been adopted permanently in current financial year with possibility of 1 other by end of March 2024. There is no budget for this, thus the very high overspend but with a corresponding underspend in fostering costs. £ 0.124m overspend in employee costs, primarily in Woodside Childrens Unit £0.083m, Throughcare Aftercare £ 0.015m, all other areas £0.026m £ 0.113m in Throughcare Aftercare payments to Individuals including care leavers grant and weekly payments to service users £0.064m, Payments to Other Agencies, such Housing Associations etc for young people £0.037m, payments to Council Housing for rent £0.010m, Others £0.001m. Movement of £(0.166)m relates to fostering and Kinship payments £(0.102)m and Increase in income from UASC £(0.064)m</p>
Fieldwork Children And Families	1,856	1,696	(160)	8	(168)	<p>Underspends in £(0.233)m in employee costs as result of social worker vacancies £(0.221)m, covered in part by agency staff and £(0.012)m in supplies and services, Offset by overspends of £0.073m relating to: £0.037m in Third Party payments, mostly in connection with payments to Falkirk Council for costs associated with Scottish Child Interview Model (SCIM) project and £0.036m in Pupil and Client transport costs</p>
Residential Placements	3,682	3,799	117	0	117	<p>Overspend of £ 0.117m in high costs placements as a result of 3 new placements in the second half of the financial year, 2 of which include schooling costs as well as care which make up the movement</p>
Management and Support	948	999	51	(29)	80	<p>Overspends of £ 0.061m in Third Party payments such as Emergency Duty Team £0.031m, salary recharges from 2021 £0.030m and £0.010m in employee costs, partially offset by an underspend of £(0.020)m in professional services.</p>
Permanence Team	252	178	(74)	(104)	30	<p>Underspend of £(0.074m) in employee costs as a result of social worker vacancies throughout the year of £90.080, partially covered by an agency worker, partially offset by overspends of £0.003m in transport costs and £0.003m in other costs</p>
Early Interventions	1,676	1,698	22	62	(40)	<p>Overspends of £0.090m, mainly due to £0.072m overspend in payments to Third Parties by the disability team such as on Homecare, Payment to other agencies. £ 0.050m of this overspend relates to one service user. The remaining £0.018m is across other areas, primarily professional fees £ 0.012m, travel costs £0.003m, other £0.003m. Offset by underspend of £(0.068)m ; £(0.028)m underspend in staffing across the whole service £(0.028)m, £(0.040)m in income from training due to a recharge to Stirling Council of cost of Public Protection adviser and training of university students.</p>

People	Annual Budget 2023/24	Forecast to March 2024 as at Dec 2023	Variance Forecast to Budget at Dec 2023	Previous variance at Sept 2023	Variance movement June to Sept 2023	Narrative
	£'000	£'000	£'000	£'000	£'000	
Criminal Justice Service	1,617	1,555	(62)	(23)	(39)	Underspends of £(0.196)m in income comprising, covid funding of £(0.154)m and Bail Supervision fees of £(0.040)m and £(0.002)m across other areas. Offset by overspends of £0.134m : as a result of £0.011m in MAPPA, mainly costs associated with payments to the regional chairperson for which there is no budget, £0.063m in employee costs. with a temporary post created to carry out the additional workload of Bail Supervision and post covid recovery , £0.021m in payments to voluntary organisations, primarily SACRO for work associated with the STRIVE programme and £0.037m payable by Scottish Prison Service to Childrens Services as a management fee for provision of services at Glenochil Prison
Community Justice	305	269	(36)	0	(36)	Underspend of £(0.036)m relating to £(0.010)m additional income for Violence Against Women and Girls and £(0.032)m in payments to voluntary organisations offset by overspend in £0.006m in agency costs.
Total Care & Protection	18,138	17,993	(145)	77	(222)	
Directorate Total	81,459	81,278	(181)	(41)	(140)	

Place	Annual Budget 2023/24	Forecast to March 2024 as at Dec 2023	Variance Forecast to Budget at Dec 2023	Previous variance at Sep 2023	Variance movement Sept to Dec 2023	Narrative
	£'000	£'000	£'000	£'000	£'000	
Strategic Director	(62)	193	255	231	24	Directorate 2023/24 VS saving forecast to be partly achieved.
Development	2,050	2,009	(42)	53	(94)	<p>Planning and Building standards: £0.137m overspend, £0.030m movement: £0.136m overspend due to unachieved cash saving, previously outturned as achieved; £0.034m overspend and movement due to demolition of dangerous building obliged by statute, offset by following underspends; £(0.018)m underspend in staffing; £(0.015)m underspend, £(0.004)m movement various smallspends.</p> <p>Economic Development: £(0.017)m underspend, £(0.016)m movement due to staffing.</p> <p>Environmental Health: £(0.079)m underspend, £(0.025)m movement: £(0.061)m underspend, £(0.002)m movement due to staffing vacancies; £(0.011)m increased income and favourable movement due to an increase in pest control income; £(0.007)m various small underspends and £(0.012)m movement.</p> <p>Energy & Sustainability: £(0.015)m underspend and movement due to staffing turnover.</p> <p>Trading Standards: £(0.068)m underspend and movement due to a lower charge from Stirling Council for service carried out.</p>
Environment	9,688	9,290	(399)	(332)	(67)	<p>Fleet: £(0.079)m underspend, £(0.012)m movement: £(0.036)m underspend in tyres due to less wear and tear; £(0.033)m due to increased income as avoidable repairs are recharged to Services, HRA and Criminal Justice; £(0.007)m underspend and movement in general consumables; £(0.003)m various small underspends, £(0.005)m movement.</p> <p>Land: £0.102m overspend, £0.065m movement: £0.058m reduced income from external factoring as a result of decrease in demand due to increased in private contractors, £0.055m overspend and movement due to payroll; £(0.011)m underspend, £0.010 movement on various small spends.</p> <p>Roads: £0.027m overspend, £(0.058)m movement: £(0.093)m underspend, £(0.123)m movement in Winter Maintenance due to milder Winter conditions than expected; £0.086m overspend, on street lighting power due to increase in energy prices; £0.023m overspend and movement on staffing due to shortfall in pay award funding. £0.011m overspend, £0.042m movement in various small spends.</p> <p>Transportation: £(0.138)m underspend, £(0.022)m movement due to staffing vacancies.</p> <p>Waste: £(0.311)m underspend, £(0.040)m movement: £(0.118)m underspend, due to more favourable waste disposal prices as a result of the introduction of the grey bins; £(0.303)m increase in income, £(0.030)m movement from property contracts (HRA), £(0.026)m underspend and movement in staff due to a delay in filling posts; £(0.040)m additional income, £(0.033)m movement due to an increase in bulky uplifts; These are offset by the following overspends: £0.031m overspend, £0.015m movement in contractors as a result of an incident at Blackdevon and increased costs relating to new legislation regarding the disposal of upholstered items; £0.015m overspend, £0.004m movement in diesel due to increase in fuel prices; £0.030m overspend, and movement on short term vehicle hire for a hookloader vehicle due to current vehicle being unreliable; £0.046m overspend due to reduced income for small trader tipping tickets and commercial income. This has not recovered to pre covid levels; £0.026m overspend due to a previous years unachieved saving relating to opening hours; £0.028m overspend on various small spends.</p>

Place	Annual Budget 2023/24	Forecast to March 2024 as at Dec 2023	Variance Forecast to Budget at Dec 2023	Previous variance at Sep 2023	Variance movement Sept to Dec 2023	Narrative
	£'000	£'000	£'000	£'000	£'000	
Housing	578	554	(24)	(179)	155	<p>Housing & Community Safety: £(0.024)m underspend, £0.012m movement, due to staffing and secondment.</p> <p>Housing Operations: £0.054m overspend, £0.187m movement: £0.066m overspend due to unachieved funding; £(0.012)m underspend due to additional housing benefit income; Movement due to additional funding.</p> <p>Housing Services: £(0.054)m underspend, £(0.044) movement due to various small underspends and movements.</p>
Property	22,991	22,957	(34)	115	(149)	<p>Catering: £(0.090)m underspend, £(0.011)m movement: £(0.051)m underspend, £(0.011)m movement on staffing due to delay in filling vacancies; £(0.039)m underspend on food due to production of less meals (linked to reduced income).</p> <p>Building Operations: £0.063m overspend, £(0.076)m movement: £0.611m overspend, £0.180m movement due to increased electricity costs for electric vehicle charging points and school estate. There are 32 live supplies for electric charging, with 5 of these installed this year. Electricity costs have increased 41% since 2022/23; £0.035m overspend, £0.056 movement on various small costs within property administration</p> <p>£(0.184)m underspend on surplus LLP budget for Kilncraigs no longer required; £(0.399)m underspend, £(0.312)m movement on repairs and maintenance..</p> <p>Facilities: £(0.062)m underspend, £(0.035)m movement: due to delay in filling vacancies.</p> <p>Rental Income: £0.055m overspend, £(0.027)m movement due to an unachievable income budget.</p>
Directorate Total	35,245	35,001	(243)	(112)	(132)	

Partnership & Performance	Annual Budget 2023/24	Forecast to March 2024 as at Sept 2023	Variance Forecast to Budget at Dec 2023	Previous variance at Sept 2023	Variance movement Sept to Dec 2023	Narrative
	£'000	£'000	£'000	£'000	£'000	
Strategic Director - P&P	(230)	121	350	354	(4)	Strategic Director : Overspend due to historic VS saving and unrealised VS savings in year.
Finance & Revenues	4,583	4,422	(161)	(88)	(73)	Finance : Underspend £(0.161)m, movement £(0.073)m: £(0.202)m underspend, £(0.075)m movement on Staffing costs due to vacancies; £(0.016)m underspend, £0.001m movement due to income from Procurement Rebates; £(0.006)m underspend on Publications; partially offset by £0.038m overspend on Professional Fees for Finance system support; £0.006m overspend on recruitment fee; £0.022m overspend for procurement contract advice; £(0.003)m underspend, £0.001m on various small overspends.
HR & Workforce Development	1,867	1,887	19	(12)	31	HR & Payroll : Overspend £0.019m, movement £0.031m: £(0.042)m underspend on staff costs due to vacancies; £(0.004)m underspend on postages; £0.033m overspend on apprenticeship levy; £0.022m overspend, £0.026m movement on contractor spend for WOW, H&S testing equipment and PVG scheme; £0.011m overspend on legal fees for settlement costs; £(0.001)m overspend, £0.005m movement on small spend.
Legal & Governance	1,623	1,531	(92)	(19)	(73)	Elections : £(0.028)m underspend, due to reduction to forecasted election costs with no electoral activities. Registrars : £0.010m overspend, £0.002m movement due to unachieved and movement on income. Members services : £(0.012)m underspend due to staffing Legal and Democracy : £(0.061)m underspend, £(0.097)m underspend, £(0.074)m movement on staffing costs due to vacancies, partially offset by £0.036m overspend for external provision; Business Support : £(0.001)m underspend and movement due to staffing.
Partnership & Transformation	3,750	3,549	(201)	(10)	(191)	IT : £0.017m overspend, £(0.045)m movement: £(0.016)m underspend and movement on computer software and hardware purchases; £(0.041)m underspend, £(0.029)m movement due to vacancies; £0.74m overspend on telephony costs. Strategy & Performance : Underspend £(0.218)m, movement £(0.146)m: £(0.114)m underspend, £(0.109)m movement due to vacancies and pay award; £(0.020)m underspend on voluntary organisation payments; £(0.004)m and Grants and Donations underspend and movement of £(0.004)m; £(0.004)m underspend and movement on various small underspends.
Working Smarter	167	119	(48)	0	(48)	Working Smarter : £(0.048)m underspend on agency.
Directorate Total	11,760	11,628	(132)	226	(358)	

**Corporate Budgets & Sources of Funding
Variances as at 31 December 2023**

Appendix 6

Corporate	Annual Budget 2023/24	Forecast to March 2024 at Sept 2023	Variance Forecast to Budget at Dec 2023	Previous variance at Sept 2023	Variance movement Sept to Dec 2023	Narrative
	<i>£'000</i>	<i>£'000</i>	<i>£'000</i>	<i>£'000</i>	<i>£'000</i>	
Corporate Services & Centrally Held	(735)	(499)	236	369	(133)	corporate savings centrally held achieved within services - family friendly, turnover and mileage. Achievement monitored throughout year.
Misc Services - Non Distributed Costs	1,100	1,100	0	0	0	
Central Support	(1,305)	(1,311)	(6)	(6)	0	Inflationary increase on recharge to VJB
Central Scotland Valuation Joint Board	462	462	0	0	0	
Interest on Revenue Balances	(205)	(405)	(200)	(200)	0	Higher interest rates on short term deposits
Loans Fund Contribution	5,792	5,588	(204)	(204)	0	Based on actual borrowing less than expected in line with underspend on capital programme.
Contribution to Bad Debt Provision	100	100	0	0	0	
Total expenditure	5,209	5,035	(174)	(41)	(133)	
Sources of Funding	(160,016)	(160,016)	0	0	0	
Total	(154,807)	(154,981)	(174)	(41)	(133)	

HSCP	Annual Budget 2023/24	Forecast to March 2024	Variance Forecast to Budget at December 2023	Previous Variance at September 2023	Variance Movement September to December 2023	Narrative
Employees						
Employee Expenditure	9,788	9,727	(60)	(158)	98	Budget provides for a 2% pay award compared to actual costs of 6%. Underspends across Disability Day Care £(0.129)m, Assessment and Care Management £(0.31)m, Rapid £(0.023)m and Business Support & Management £(0.036)m. Equivalent to approx. 6 FTE vacant posts across the service. This position is offset by overspends across Residential Care and Respite of £0.159m as a result of staff absence and the use of agency staff. The adverse movement is the result of recruitment and the full impact of the pay award.
Employees Total	9,788	9,727	(60)	(158)	98	
Long Term Care						
Nursing Homes	10,288	11,600	1,312	1,257	55	The budget provides for approx. 208 places compared to the current number of 240; an increase of 14 since the start of the year. The average weekly cost has grown by £68/week as a result of rate increases, representing a cost pressure of £0.800m. These pressures have been partly offset by an additional budget allocation, The movement results from 3 additional placements.
Residential Homes	2,966	3,408	442	588	(146)	The budget provides for approximately 40 places whilst current numbers are stable at 43. The average weekly rate has increased by £52/week resulting in an additional cost pressure of £0.124m. These pressures have been offset by additional budget allocation, resulting in a revised forecast outturn variance of £0.588m. Although the number of placements is low, the costs of individual placements can be high, 25 of the placements cost more than £1,300 per week. The forecast is therefore subject to volatility and associated risk. The movement is due to a reduction in the number of placements by 3.
Long Term Care Total	13,254	15,008	1,754	1,845	(91)	
Community Based Care						
Care at Home	12,880	14,961	2,082	2,318	(236)	The budget provides for approximately 12,800 hours of care per week compared to commitments of 15,500/week, an increase of 600 hours since the start of the year. The average hourly rate has increased by £1.20/hour amounting to a cost pressure of approximately £0.900m. There is a recurring full year budget pressure of £3.1m. The favourable movement is the result of a reduction in planned hours by 300 hours per week, mainly within Learning Disability but affecting all clients groups. Forecasts are subject to volatility, especially over the winter period.
Day Care	211	314	104	90	14	This budget support day care for approx. 27 service users. The adverse movement reflects changes within packages of care.
Direct Payments	1,239	1,644	404	334	70	The service continues to see growth in Direct Payments with committed costs growing by £0.432m since the start of the year, with much of this being within Learning Disability where numbers have increased by 10, highlighting the volatility in demand across the service. The movement since September results from adjustments to existing payments as well as 3 new payments
Housing Aids and Adaptations	159	159	0	0	0	Payments are projected to be on budget
Housing with Care	58	69	11	11	0	No movement
Respite	61	68	8	28	(20)	Forecasts based on current known commitments for respite. The favourable movement follows the re-alignment of budgets and expenditure.
Community Based Care Total	14,608	17,216	2,608	2,780	(172)	
Other Third Party Payments						
Voluntary Organisations	651	591	(60)	(195)	135	Underspend forecast as final allocation of funding still to be agreed in line with Strategic Commissioning Plan. The adverse movement reflects the re-alignment of budgets across Third party Payments.
Misc. Third Party Payments	328	156	(172)	(70)	(101)	This budget covers payments to other Local Authorities and NHS. The favourable movement reflects the re-alignment of budgets and latest cost projections.
Other Third Party Payments Total	978	747	(232)	(266)	34	
General Supplies						
Premises Expenditure	12	89	77	72	5	Increasing expenditure on cleaning materials due to maintaining additional control measures and rent.
Supplies and Services	405	418	13	0	13	This budget covers a range of equipment and operational materials. The movement follows a updated forecast for insurance costs.
Transport Expenditure	48	58	10	8	2	Staff travel costs have increased following the expansion of the Rapid/Reablement service.
General Supplies Total	465	565	100	79	21	
Income						
Income	(5,168)	(4,950)	217	259	(42)	Client income is forecast to be lower than budget due to a fall in contributions for non personal care and reduced occupancy at Menstrie House. This position has been updated resulting in a positive movement of £(0.042)m since September.
Resource Transfer (Health)	(7,715)	(8,419)	(704)	(704)	0	Forecast includes allocation of Covid Reserve funds of £0.646m for 2023/24 only to fund; Menstrie House £0.337m. IT equipment £0.028m, Reviews backlog £0.120m and Long Term Care growth £0.161m.
Income Total	(12,883)	(13,370)	(487)	(446)	(42)	
Total	26,209	29,893	3,684	3,835	(151)	

Housing Revenue Account	Annual Budget 2023/24 £'000	Forecast at Dec 2023 £'000	Variance Forecast to Budget at Dec 2023 £'000	Previous variance at September 2023 £'000	Variance movement Sept to Dec £'000	Narrative
Employee expenditure	9,459	9,083	(376)	(312)	64	Employee costs are forecast to underspend by £(0.376)m driven by: £(0.200)m continued support to the General Fund by Property; £(0.176)m underspend on staffing costs due to vacancies in Housing Tenancy Options Team; £0.057m overspend relating to overtime. The volume of overtime is expected to come down in the coming months in line with recruitment within the Housing team.
Premises expenditure	2,612	1,964	(648)	41	689	Forecast underspend by £(0.648)m mainly attributable to £(0.720)m of expenditure in relation to voids not being spent to date, this is offset by £0.072m overspend in Rates and Council tax
Transport expenditure	420	467	47	22	(25)	Forecast overspend of £0.047m driven by increase in costs of running fleet, mainly on maintenance and fuel price increases. A review of the number of vehicles required is ongoing.
Supplies and Services	3,045	2,956	(89)	(246)	(157)	Forecast underspend of £(0.089)m small variances. £(0.082m) of professional spend at budget removed in forecast along with a reduction in equipment spend of (£0.035) offset by Overspend in other areas such as material spend, mobile phones and maintenance contracts.
Third Party Payments	1,891	3,339	1,448	1,040	(408)	Forecast to overspend by £1.448m driven by: £1.200m relating to payments to subcontractors, these payments are made on behalf of capital spend which is then recharged to the capital projects. This is offset by £1.200m increase in income as a result of the recharge internally which nets off the additional spend not previously outturned.
Support Services	1,204	1,204	0	0	0	
Capital financing costs	1,681	1,681	(0)	0	0	
Total Gross Expenditure	20,312	20,694	382	545	163	
Income	(24,130)	(24,690)	(560)	(28)	(532)	Favourable variance (£0.560m) due to increase in internal recharges this is offset by £1.44m increase in sub contractor spend within Third Party Payments.
Total Net Expenditure	(3,818)	(3,996)	(178)	517	(369)	

Period to December 2023

	Project Code	Additional c/fwd	Approved Capital Programme 23-24	Total Budget Including Carry Forward	Virements	23-24 Budget Expenditure	Forecast as at 18th Jan 24 AB-GW	actual as 18-01	Forecast to Budget Variance	Comment	C/F to 2024-25
SCOTTISH HOUSING QUALITY STANDARD											
TACKLING SERIOUS DISREPAIR PRIMARY BUILDING ELEMENTS											
Structural Works											
Structural Upgrades	10192		180,000	180,000		180,000	180,000	63,492	0	Will spend out. Sufficient works ongoing	
Asbestos Testing for Council Houses	10071		20,000	20,000		20,000	20,000	13,026	0	Will spend out. Sufficient works ongoing	
Asbestos Removal Works for Council Houses	10072		50,000	50,000		50,000	50,000	39,783	0	Will spend out. Sufficient works ongoing	
Structural Works		0	250,000	250,000	0	250,000	250,000	116,301	0		
SECONDARY BUILDING ELEMENTS											
Damp/Rot											
Damp & Rot Works	10195		120,000	120,000		120,000	120,000	141,976	0	Overspend to be charged to Repairs	
Damp/Rot		0	120,000	120,000	0	120,000	120,000	141,976	0		
Roofs / Rainwater / External Walls											
Roof & Render Upgrading Works	10273		1,500,000	1,500,000		1,500,000	1,500,000	165,842	0	Works ongoing. Projected spend £1,500,000.00 - £100k already in system for payment	
Roofs / Rainwater / External Walls		0	1,500,000	1,500,000	0	1,500,000	1,500,000	165,842	0		
Windows & Doors											
Window Replacement	10247		2,000,000	2,000,000	175,000	2,175,000	2,175,000	2,137,698	0	Overspend will need to be funded- there was no carry forward as spent in 22/23- vired from £100k environmental 10090, £75k 10158	
External Door Replacement	10274		50,000	50,000		50,000	50,000	0	0	Will spend out. Sufficient works ongoing	
Windows		0	2,050,000	2,050,000	175,000	2,225,000	2,225,000	2,137,698	0		
		0	3,670,000	3,670,000	175,000	3,845,000	3,845,000	2,445,516	0		
ENERGY EFFICIENCY											
Central Heating - Design and Installation	10263		650,000	650,000		650,000	650,000	625,111	0	Will spend out. Sufficient works ongoing	
Renewable Central Heating Systems	10232		60,000	60,000		60,000	60,000	40,644	0	Work complete- Everwarm	
Energy Performance Certificates Programm	10233		50,000	50,000		50,000	50,000	50,000	0		0
Internal Wall Insulation	10249		50,000	50,000		50,000	30,000	50,000	(20,000)	Work complete	
Full/Efficient Central Heating		0	810,000	810,000	0	810,000	790,000	765,755	(20,000)		
MODERN FACILITIES & SERVICES											
Kitchen Renewal											
Kitchen Replacement	10158		1,250,000	1,250,000	(75,000)	1,175,000	660,000	518,400	(515,000)	AB update 05-01-24- £515K Cwfd required - this the sum remaining after virement of £75k and spend to 31st Dec of £659,204	(515,000)
Kitchen Renewal		0	1,250,000	1,250,000	(75,000)	1,175,000	660,000	518,400	(515,000)		(515,000)
Bathrooms											
Bathroom Replacements	10141		50,000	50,000		50,000	50,000	0	0	Will spend out. Sufficient works ongoing	
Bathrooms		0	50,000	50,000	0	50,000	50,000	0	0		
		0	1,300,000	1,300,000	(75,000)	1,225,000	710,000	518,400	(515,000)		(515,000)
HEALTHY, SAFE & SECURE											
Safe Electrical systems	10265		1,500,000	1,500,000	(10,000)	1,490,000	1,490,000	1,206,556	0	Working on testing programme delayed during covid. No remedials being undertaken this year. Forecast £1,490 no carry forward	0

	Project Code	Additional c/fwd	Approved Capital Programme 23-24	Total Budget Including Carry Forward	Virements	23-24 Budget Expenditure	Forecast as at 18th Jan 24 AB-GW	actual as 18-01	Forecast to Budget Variance	Comment	C/F to 2024-25
Safe Electrical Systems		0	1,500,000	1,500,000	(10,000)	1,490,000	1,490,000	1,206,556	0		0
Communal Areas (Environmentals)											
External Works : Fencing, Gates, Paths	10090		325,000	325,000	(100,000)	225,000	180,000	24,540	(45,000)	Only £180k planned for year. Land service cannot commit to other works underspend of £45k.	(45,000)
Secure Door Entry Upgrade	10160		200,000	200,000		200,000	200,000	265,920	0	Will spend out - 10160 + 10250 are same contract	
CCTV Security	10250		100,000	100,000		100,000	100,000	see above	0	Will spend out - 10160 + 10250 are same contract	
Communal Areas (Environmentals)		0	625,000	625,000	(100,000)	525,000	480,000	290,460	(45,000)		
		0	2,125,000	2,125,000	(110,000)	2,015,000	1,970,000	1,497,016	(45,000)		0
NON-SHS ELEMENTS PARTICULAR NEEDS HOUSING (CITC)											
Conversions & Upgradings											
Conversions & Upgradings	10092		70,000	70,000	(70,000)	0	0	0	0		0
Conversions & Upgradings		0	70,000	70,000	(70,000)	0	0	0	0		
Disabled Adaptations											
Aids & Adaptations	10161		500,000	500,000	70,000	570,000	570,000	491,135	0	Will spend out - work on ground	
Disabled Adaptations		0	500,000	500,000	70,000	570,000	570,000	491,135	0		
Environmental Improvements											
HRA Roads & Footpaths Improvements	10099		100,000	100,000		100,000	100,000	0	0	Will be nothing set against this until the final quarter of the year. Roads have 3 jobs which should come in at at around 100k.	
Tenant Community Improvement Fund	10100		200,000	200,000		200,000	120,236	120,236	(79,764)	Carry forward - AB	(79,264)
Environmental Improvements		0	300,000	300,000	0	300,000	220,236	120,236	(79,764)		(79,264)
		0	870,000	870,000	0	870,000	790,236	611,371	(79,764)		(79,264)
Council New Build Housing											
Off The Shelf Purchase	10105	73,000	4,204,000	4,277,000		4,277,000	4,000,000	3,309,808	(277,000)	Contractor in place for refurbishment works.	(277,000)
Westthugh Travelling Site - Alva	10186		4,169,000	4,169,000	1,305,000	5,474,000	1,409,000	202,000	(4,065,000)	will spend November to February, with balance to be carried forward	(4,065,000)
Lochies Road Clackmannan	10248	85,000	1,948,000	2,033,000		2,033,000	0	0	(2,033,000)	Delay with Contractor. Budget still required for future.	(2,005,000)
Council New Build Housing		158,000	10,321,000	10,479,000	1,305,000	11,784,000	5,409,000	3,511,808	(6,375,000)		(6,347,000)
		158,000	10,321,000	10,479,000	1,305,000	11,784,000	5,409,000	3,511,808	(6,375,000)		(6,347,000)
OTHER											
Other Costs / HBMS											
Construction Design Management	10143		20,000	20,000	10,000	30,000	30,000	42,474	0	Overspend not related to property - housing requirement for reports for off the shelves - virement from electrical budget project 10265	
Computer Equipment - New (HBMS)	10111	372,000	372,000	744,000		744,000	0	0	(744,000)	Procurement at early stages. Planned spend for 24/25	(744,000)
Lock Up Strategy	10185		100,000	100,000		100,000	0	2,039	(100,000)	No spend 23/24	(100,000)
IT Infrastructure - Clacks IT	10188		21,000	21,000		21,000	21,000	14,131	0	Will spend out	
Demolitions	10200		150,000	150,000		150,000	5,000	5,000	(145,000)	Still early stages.pompee road Carry forward	(145,000)
Other Costs / HBMS		372,000	663,000	1,035,000	10,000	1,045,000	56,000	63,644	(989,000)		(989,000)
TOTAL CAPITAL EXPENDITURE		530,000	20,009,000	20,539,000	1,305,000	21,844,000	13,820,236	9,529,811	(8,023,764)		(7,975,264)

Capital Projects Outturn 31st Dec 2023

Appendix 10

Expenditure as at 04-04-24

Project ID	Project Manager	Project ID Description	Amended Budget £	Expenditure As at 27 Mar 2024 £	Projected Out- turn £	Projected (Under)/ Overspend £	Anticipated C/fwd to 2024/25 £
Community Investment Strategy							
10306	LHUNTER	SG EES ABS Grant 23/24	973,243	0	793,243	-180,000	0
10307	EFYVIE	UK GOV Shared Prosperity Fund UKPF	87,000	81,603	87,000	0	0
10272	N HERKES/MBOYLE	Free School Meals Equipment	1,038,000	30,905	30,905	-1,007,095	180,000
10304	MBOYLE	ISACS Sunnyside Primary	50,000	0	0	-50,000	0
10305	MBOYLE	ISACS Lochies School	25,000	2,737	25,000	0	0
10183	GSTUART	Forthbank Recycling Centre Improvements	0	0	0	0	0
10174	AMACKIE	Fitness Suite Replacement	12,000	6,555	10,107	-1,893	0
10006	AMORRISON2	Park Primary School - School Development	0	54,848	54,848	54,848	0
10017	AMORRISON2	School Estate - Tullibody South Campus	10,000	0	0	-10,000	0
10042	CJARVIE	Community Investment Grants	0	-2,500	0	0	0
10140	IMCDONALD	Village and Small Town - Alva	0	13,269	13,269	13,269	0
10149	PLEONARD	Clackmannan Regeneration	2,525,233	1,036,962	1,437,922	-1,087,311	1,087,311
10164	CJARVIE	Clackmannan CAP	93,000	0	0	-93,000	93,000
10029	AMANZIE	Street Lighting Improvements - Tillicoultry & Alva	0	0	0	0	0
10032	AMORRISON2	Alva Community Campus/Locality Hub/Primary Sc	0	0	0	0	0
10085	IMCDONALD	Dumyat Visitor Hub	0	86,416	86,416	86,416	0
10014	AMORRISON2	Craigbank Primary School Refurbishment	0	0	0	0	0
10015	SCULLEN	Safer Routes to School	74,484	73,595	74,484	0	0
10024	AMORRISON2	Clackmannan Primary School Refurbishment/Local	0	0	0	0	0
10043	AMORRISON2	Lochies Primary School - School Development	0	0	0	0	0
10125	AMORRISON2	Banchory Primary School - School Development	16,000	0	0	-16,000	16,000
10168	AMANZIE	Forthbank Road Operational Facilities	20,000	20,000	20,000	0	0
10209	PLEONARD	City Deal RPMO	100,000	0	100,000	0	0
10213	PLEONARD	Innovation Hub Delivery	400,000	0	30,000	-370,000	370,000
10283	PLEONARD	City Region Deal	61,000	0	61,000	0	0
10296	PLEONARD	Transformation Zones - Resourcing	28,000	0	0	-28,000	0
10191	EFYVIE	Town Centre Regeneration Fund	285,332	39,852	39,852	-245,480	245,480
10290	PLEONARD	City Region Deal - Resourcing	469,000	0	65,521	-403,479	110,000
10266	EFYVIE	City Region Deal - Regional Energy Masterplan	31,358	12,019	12,019	-19,339	19,339
10251	LSANDA/RSTEWART	Wellbeing Hub - Permanant	3,300,000	1,192,637	1,476,281	-1,823,719	1,823,719
10281	LSANDA	Lochies School - New Build	1,195,000	0	0	-1,195,000	1,195,000
10254	SCRICKMAR	Capital Program Legal Resource	94,576	58,271	94,576	0	0
10292	PLEONARD	Wellbeing Hub & Lochies - Resourcing	313,000	168,128	183,656	-129,344	129,344
			11,201,226	2,875,295	4,696,099	-6,505,127	5,269,193
Fleet Asset Management Strategy							
10062	kphilliben	Vehicle Replacement	732,664	536,585	732,664	0	0
			732,664	536,585	732,664	0	0
IT Asset Management Strategy							
10041	JALLAN	Schools ICT Replacement - All Primaries	164,794	6,675	40,000	-124,794	124,794
10031	JALLAN	Schools ICT Replacement - Alva Academy	42,000	32,101	42,000	0	0
10011	JALLAN	Schools ICT Replacement - Lornhill	42,000	7,230	42,000	0	0
10000	JALLAN	Schools ICT Replacement - Alloa	41,000	22,159	41,000	0	0
10230	JALLAN	ICT Replacement (Secondary Schools)	0	0	0	0	0
10064	JALLAN	IT Infrastructure	184,953	543,634	846,370	661,417	0
10187	JALLAN	Digital Infrastructure	604,152	401,430	550,000	-54,152	0
10202	JALLAN	Digital Learning Strategy	250,000	249,940	249,940	-60	0
10210	JALLAN	Homeworking	100,000	98,688	98,688	-1,312	0
10255	ABONNER	Digital Transformation - Work Smarter	1,051,409	170,064	316,313	-735,096	445,846
10256	CJARVIE	IT Resourcing - Corporate	124,000	123,974	124,000	0	0
10257	CJARVIE	IT Resourcing - Digital Rollout	50,000	50,000	50,000	0	0
10282	CJARVIE	Social Care System MVP	80,000	0	0	-80,000	80,000
10285	CJARVIE	Digital Transformation - Future Ways of Working	0	0	0	0	0
10294	ABONNER	Working Smarter (IOT, RPA) - Resourcing	279,000	308,780	232,272	-46,728	46,628
10295	CJARVIE	Future Ways of Working - Resourcing	94,000	0	94,000	0	0
10067	JALLAN	Digital Transformation	0	0	0	0	0
10207	JALLAN	Digital Foundations : M365	0	0	0	0	0
10225	JALLAN	Upgraded Telephony System	0	112,652	128,521	128,521	0
10231	AMORRISON2	Building Energy Management System	39,882	0	0	-39,882	39,882
10065	lbarker	Social services adaptations	68,000	38,405	68,000	0	0
10253	lbarker	Tech Analogue to Digital Trans	462,413	223,301	263,667	-198,746	198,746
			3,677,603	2,389,032	3,186,771	-490,832	935,896
Land Asset Management Strategy							
10245	CHARGROVE	West End Park Improvements	37,937	46,713	46,713	8,776	0
10284	IMCDONALD	National play park and open space improvements	93,000	25,677	93,000	0	0
10005	IMCDONALD	Park, Play Area & Open Space Improvements - All	25,000	1,255	25,000	0	0
10061	GSTUART	Wheeled Bins	30,000	44,171	44,171	14,171	0
10278	GSTUART	Wheeled Grey Bins (RIF80)	583,890	597,364	597,364	13,474	0
10289	GSTUART	Polmaise Waste Transfer Station	77,000	0	0	-77,000	77,000
10258	AMORRISON2	Kilncraigs - Stone Preservation	120,000	0	0	-120,000	120,000
10096	EFYVIE	Gartmorn Dam Country Park	35,000	0	0	-35,000	35,000
10279	SGRAHAM	Clackmannan Tolbooth	280,000	10,310	10,310	-269,690	269,690
10086	EFYVIE	Renewable Energy Projects	86,409	0	50,000	-36,409	36,409
			1,368,236	725,489	866,557	-501,679	538,099
Place Based Investment Fund							
10300	EFYVIE	Tullibody Civic Centre - Outdoor Playing Surface	54,250	53,646	54,250	0	0

Project ID	Project Manager	Project ID Description	Amended Budget	Expenditure As at 27 Mar 2024	Projected Out-turn	Projected (Under)/ Overspend	Anticipated C/fwd to 2024/25
			£	£	£	£	£
Community Investment Strategy							
10306	LHUNTER	SG EES ABS Grant 23/24	973,243	0	793,243	-180,000	0
10301	EFYVIE	Hawthill Community Centre - Outdoor Playing Sur	35,250	25,721	35,250	0	0
10302	EFYVIE	New Cycle Facilities	91,900	0	91,900	0	0
10308	EFYVIE	Place Based Investment Programme 2023/24	10,000	138,861	138,861	128,861	171,139
10313	EFYVIE	PBIF Carsebridge Cultural Campus 23/24	96,500	0	0	-96,500	
10314	EFYVIE	PBIF Menstrie Cycle Path Lighting 23/24	82,500	0	0	-82,500	
10315	EFYVIE	PBIF Menstrie Active Travel Orientation Improvem	11,000	0	0	-11,000	
10316	EFYVIE	PBIF Improvements to Paths and Park - Tillicultry	110,000	0	0	-110,000	
			491,400	218,228	320,261	-171,139	171,139
Property Asset Management Strategy							
10226	AMORRISON2	Wellbeing Hub - Demolition of ALB	352,447	139,522	216,000	-136,447	2,000
10268	EFYVIE	Nature Restoration Fund	195,000	98,005	195,000	0	0
10303	LHUNTER	Vacant & Derelict Land IP	513,591	364,417	513,591	0	0
10176	SCULLEN	Electric Vehicle Charge Points	0	9,492	9,492	9,492	0
10208	AMORRISON2	Bowmar Community Hub	9,000	0	0	-9,000	0
10214	GWRIGHT	Kilncraigs - Roof	900,000	425,121	900,000	0	0
10045	AMORRISON2	Statutory Compliance DDA Schools	14,000	11,938	14,000	0	0
10046	AMORRISON2	Compliance - Asbestos Removal (Schools)	8,000	6,315	8,000	0	0
10221	AMORRISON2	Cemetery Walls Upgrade	675,445	28,315	50,000	-625,445	625,445
10224	AMORRISON2	Learning Estate Cleaning Equipment	10,000	13,825	13,825	3,825	0
10259	PLEONARD	Strategic Estates Enhancements	315,000	0	0	-315,000	0
10286	IMCDONALD	Alva Primary School Bridge	35,000	0	35,000	0	35,000
10287	CHARGROVE	Land Welfare Facilities - Replacement	46,000	0	0	-46,000	46,000
10288	LSANDA	Local Care Provision (Woodside)	16,000	0	0	-16,000	16,000
10293	AMORRISON2	Property - Resourcing	37,000	0	0	-37,000	37,000
10297	EFYVIE	Climate Change - Resourcing	19,000	0	0	-19,000	0
10298	PLEONARD	Capital Programme Support - Resourcing	380,000	2,038	110,000	-270,000	40,000
10220	AMORRISON2	Clackmannan Town Hall Roof and Wall Upgrade	228,256	63,076	228,256	0	0
10260	AMORRISON2	Learning Estates - Option Appraisals	365,000	0	80,000	-285,000	285,000
10261	AMORRISON2	Learning Estates - Contingencies	444,000	0	90,000	-354,000	354,000
			4,562,739	1,162,065	2,463,165	-2,099,574	1,440,445
Roads Asset Management Strategy							
10051	GMACLACHLAN	Carriageways - Roads	1,800,000	2,009,273	2,009,273	209,273	0
10054	SCULLEN	Bridge Improvements	75,000	0	75,000	0	0
10056	GMACLACHLAN	Lighting Replacement	160,000	49,880	160,000	0	0
10291	IMCDONALD	Roads & Fleet - Resourcing	56,000	0	13,500	-42,500	42,500
10055	SCULLEN	Road Safety	0	46,821	0	0	0
10172	SCULLEN	Parking Management Scheme	0	0	0	0	0
10222	SCULLEN	Active Travel Route - Alva-Alva-Menstrie	1,660,000	1,490,330	1,660,000	0	0
10309	SCULLEN	SG Road Safety Improvement Fund	75,978	75,953	75,978	0	0
10049	SCULLEN	Flood Prevention	179,650	87,225	129,650	-50,000	30,000
10050	SCULLEN	Cycle Routes	100,000	212,200	100,000	0	0
10311	SCULLEN	Community Bus Fund	121,000	48,925	86,000	-35,000	35,000
10310	SCULLEN	National Cycle Network Accessibility Improvements	250,000	84,838	250,000	0	
10312	SCULLEN	Cycling, Walking and Safer Routes 2023/24	359,000	118,481	309,000	-50,000	
			4,836,628	4,223,927	4,868,401	31,773	107,500
Total Capital Programme			26,870,496	12,130,621	17,133,918	-9,736,578	8,462,272

		INCOME	Amended Budget
	Grant Income	General Capital Grant	-4,453,000
10284	Grant Income	National Playparks and open space improvements (indicative figures)	-93,000
	Grant Income	City Deal Grant (100% spend)	-61,000
10272	Grant Income	Free School Meals infrastructure	-754,000
	Developer Contributions	Developer contributions - Learning Estate Development Driven - route map v4	-295,000
10149	Grant Income	Clackmannan regeneration	-568,000
10222	Grant Income	Transport Scotland -Active travel route - Alva to Menstrie	-1,660,000
10015		Cycle routes	-100,000
10268	Grant Income	SG Nature Restoration Fund	-195,000
10015	Capital Grants Unapplied	Cycling Scotland	-74,484
10278	Grant Income	Zero Waste Scotland	-583,890
10307	Grant Income	UK GOV Shared Prosperity Fund UKPF	-60,000
10307	Capital Grants Unapplied	UK GOV Shared Prosperity Fund UKPF - unspent 22-23 grant c/fwd	-27,000
10303	Grant Income	Vacant & Derelict Land IP	-500,000
10300	Grant Income	PBIF Tullibody	-54,250
10301	Grant Income	PBIF Hawthill	-47,250
10299	Grant Income	PBIF Wimpy park	0
10302	Grant Income	PBIF New Cycle Facilities	-79,900
10304	Grant Income	ISACS Sunnyside Primary	-50,000
10305	Grant Income	ISACS Lochies School	-25,000

Project ID	Project Manager	Project ID Description	Amended Budget	Expenditure As at 27 Mar 2024	Projected Out-turn	Projected (Under)/Overspend	Anticipated C/fwd to 2024/25
			£	£	£	£	£
Community Investment Strategy							
10306	LHUNTER	SG EES ABS Grant 23/24	973,243	0	793,243	-180,000	0
10309	Grant Income	SG Road Safety Improvement Fund	-75,978				
10306	Grant Income	SG EES ABS Grant 23/24	-973,243				
10311	Grant Income	Community Bus Fund	-121,000				
10308	Grant Income	Place based Invest Prog 23/24	-310,000				
10245	Developer Contributions	West End Park Improvements - Developer contributions	-19,933				
10049	Grant Income	Flood Risk Management	-50,000				
		National Cycle Network Development Fund 2023-24 - Sustrans - Accesability Improvements- Scotland Barriers	-250,000				
10310	Grant Income						
10312	Grant Income	Cycling, Walking and Safer Routes 2023/24	-329,000				
10312	Grant Income	Cycling, Walking and Safer Routes 2023/24 - Direct	-30,000				
10266	Grant Income	City Region Deal - Regional Energy Masterplan	-31,358				
Gross Total Income Anticipated			-11,871,286				
NET BUDGET			14,999,210		5,262,632	-9,736,578	

CLACKMANNANSHIRE COUNCIL

Report to Clackmannanshire Council

Date of Meeting: 16 May 2024

Subject: Wellbeing Hub & Lochies School Project Update

Report by: Robbie Stewart, Senior Manager, Sport & Leisure

1.0 Purpose

- 1.1. The purpose of this report is to provide Council with an update on the progress of the Wellbeing Hub & Lochies School project.

2.0 Recommendations

It is recommended that the Council notes the following:

- 2.1. Key programme update (**see paragraphs 3.1**)
- 2.2. Planning pre-application consultation programme update. (**see paragraphs 3.2-3.4**)
- 2.3. Co-design update (**see paragraphs 3.5-3.6**)
- 2.4. FIDA design competition update (**see paragraphs 3.7-3.9**)

3.0 Considerations

Programme Update

- 3.1. The Project has now reached the next key gateway in the design development process. The Council's development partner (Hub East Central) are finalising their RIBA Stage 2 (Hub Stage 1) submission for council review and approval. This will establish the functional baseline to allow the project to progress to the next stage of design. The information included in this submission will also allow the Project Team to prepare the Outline Business Case for review and approval.

Planning Pre-Application Consultation Programme

- 3.2. The formal pre-application has been submitted to and acknowledged by the Planning Authority. As reported previously, the four (4) formal Pre-Application Consultation (PAC) events have been undertaken through March and April

and have now concluded. The feedback from both the in-person events and the on-line (virtual) town hall will be reviewed and collated into the PAC report for inclusion with the detailed (Full) Planning Application. In addition, the feedback will be considered and responded to within the proposals where appropriate.

- 3.3. In parallel with the statutory PAC events, other wider consultation has been undertaken to get feedback and input into the proposals. A meeting was held with the Joint Community Council Forum (JCCF) in April, to give community councils the opportunity to find out more about the proposal and to hear the views of other community councils to inform initial comments and eventual response to the application.
- 3.4. Workshops have also been held with Lochies School staff to receive their feedback on the design proposals and ensure these were incorporated into the design where appropriate. A design workshop was also held for the Lochies Parent & Carers Council. The Head Teacher from Lochies School, as well as members of the Project Team, visited Beatlie School in West Lothian in March. Beatlie School is a new school for children with additional support needs which opened in August 2023 and received funding from the Scottish Governments Learning Estate Investment Programme (LEIP). The learning from the visit also helped inform the designs for the new Lochies School.

Co-Design Update

- 3.5. The meetings with the Co-Design group have concluded now that the project is at the end of RIBA Stage 2 (Concept Design). A final report collating the feedback and comments arising from the various meetings is being prepared and will be submitted to the Project Team as part of the design analysis process ensuring that the proposals reflect the needs and aspirations of different user groups.
- 3.6. It is intended to continue engagement with the Co-design group being reimagined as a Design and Programming group. This group will help inform the operation schedule of the facility and ensure a community and user voice is included to meet requirements.

FIDA Design Competition Update

- 3.7. The winners of the Wellbeing Hub and Lochies School outdoor space design competition run in partnership with the Futures Institute of Dollar Academy (FIDA) have been announced.
- 3.8. Two outstanding students from Alloa Academy, Harrison (S6) and Emma (S5) won the top prize. As winners they have been invited to take part in a work experience placement with the project design team.
- 3.9. Alloa Academy, which had a number of strong entrants, was offered the chance to host a half-day workshop. Eight shortlisted candidates, including the eventual winners Harrison and Emma, met and worked with Nik Shala from JM Architects and Kirsty Knott from Rankin Fraser.

4.0 Sustainability Implications

4.1 Alignment with the Clackmannanshire Council Interim Climate Change Strategy

5.0 Resource Implications

5.1 Financial Details

The projected costs for the Wellbeing Hub and Lochies School developments are outlined in the General Services Capital Programme 2023/24 to 2042/43.

Discussions are ongoing with Scottish Futures Trust to confirm the level of revenue funding that will be provided from the Learning Estate Investment Programme.

6.0 Exempt Reports

6.1 Is this report exempt? Yes (please detail the reasons for exemption below) No

7.0 Declarations

The recommendations contained within this report support or implement our Corporate Priorities and Council Policies.

(1) **Our Priorities** (Please double click on the check box)

Clackmannanshire will be attractive to businesses & people and ensure fair opportunities for all	<input checked="" type="checkbox"/>
Our families; children and young people will have the best possible start in life	<input checked="" type="checkbox"/>
Women and girls will be confident and aspirational, and achieve their full potential	<input checked="" type="checkbox"/>
Our communities will be resilient and empowered so that they can thrive and flourish	<input checked="" type="checkbox"/>

(2) **Council Policies** (Please detail)

8.0 Equalities Impact

8.1 Have you undertaken the required equalities impact assessment to ensure that no groups are adversely affected by the recommendations?
Yes No

9.0 Legality

9.1 It has been confirmed that in adopting the recommendations contained in this report, the Council is acting within its legal powers. Yes No

10.0 Appendices

10.1 Appendix 1: Wellbeing Hub & Lochies School Project Timeline Summary

11.0 Background Papers


11.1 Have you used other documents to compile your report? (All documents must be kept available by the author for public inspection for four years from the date of meeting at which the report is considered)

Yes (please list the documents below) No

Author(s)

NAME	DESIGNATION	TEL NO / EXTENSION
Robbie Stewart	Senior Manager, People (Sport & Leisure)	2431

Approved by

NAME	DESIGNATION	SIGNATURE
Lorraine Sanda	Strategic Director, People	

Project Timeline Summary

Task Name	Start	Finish
RIBA Stage 1 – Preparation & Briefing	Q1 2023	Q3 2023
Procurement and Supply Chain Selection	Q2 2023	Q3 2023
Gateway 1 - Approval to proceed to RIBA Stage 2 (hub stage 1)	Q3 2023	
RIBA Stage 2 (hub Stage 1) – Concept Design	Q4 2023	Q1 2024
<i>Initial Design Engagement Programme Concluded</i>	Q4 2023	
<i>Submit Planning Pre-Application</i>	Q1 2024	
<i>Submit Planning Proposal of Application Notice (PoAN)</i>	Q1 2024	
RIBA Stage 2 (hub stage 1) – Review & Approvals Period	Q2 2024	Q2 2024
<i>Submit Outline Business Case (OBC) to Council for Approval</i>	Q2 2024	
Gateway 2 - Approval to proceed to RIBA Stages 3/4 (hub Stage 2)	Q2 2024	
RIBA Stage 3 - Spatial Coordination (hub Stage 2)	Q2 2024	Q2 2024
<i>RIBA Stage 3 - Complete - Design Freeze</i>	Q2 2024	
<i>Submit Full Planning Application</i>	Q2 2024	
RIBA Stage 4 - Technical Design (hub Stage 2)	Q2 2024	Q4 2024
<i>Full Planning Consent Granted</i>	Q4 2024	
RIBA Stage 4 (hub Stage 2) – Review & Approvals Period	Q4 2024	Q4 2024
<i>Submit Full Business Case (FBC) to Council for Approval</i>	Q4 2024	
Gateway 3 - Approval to proceed to Contract Finalisation	Q4 2024	
Contract Finalisation	Q4 2024	Q1 2025
Gateway 4 - Financial / Contract Close	Q1 2025	
RIBA Stage 5 – Construction Works (Excl. Enabling Works)	Q1 2025	Q1 2027
<i>Section 1 - Wellbeing Hub - Completion Date</i>	Q4 2026	
<i>Section 2 - Lochies School - Completion Date</i>	Q1 2027	
<i>Section 3 - External Landscaping - Completion Date</i>	Q1 2027	
RIBA Stage 5 – Construction Works - Complete	Q1 2027	

CLACKMANNANSHIRE COUNCIL

Report to: Clackmannanshire Council

Date of Meeting: 16th May 2024

Subject: Scottish Housing Regulator Annual Return of the Charter (ARC)

Report by: Strategic Director (Place)

1.0 Purpose

1.1 The purpose of this report is to present the Scottish Housing Regulator Annual Return of Charter 2024 asking members to note the performance information contained within the return. Copy of the Annual Return of Charter (ARC) has been provided to members as a background paper in advance of this meeting (Appendix 1).

2.0 Recommendations

2.1 It is recommended that Council:

2.2 Notes the 2023/24 submission of the ARC, which will be submitted to the Scottish Housing Regulator (SHR) on 31st May 2024, noting the relevant performance results and measures for scrutiny purposes.

2.3 Approve that in line with SHR Guidance, the Senior Manger Housing confirms acceptance of the submission and that future ARC reports will be submitted to the closest Audit and Scrutiny committee, to enable performance to be scrutinised in a meaningful way.

3.0 Considerations

3.1 As required by section 31 of the Housing (Scotland) Act 2010, the Scottish Ministers set the standards and outcomes that all social landlords should aim to achieve when performing their housing activities.

3.2 The Charter was approved by resolution of the Scottish Parliament in 2012, taking effect from 1 April 2012.

- 3.3 SHR carried out a consultation in relation to their regulation of social housing in Scotland which concluded in February 2024. Almost all respondents agreed with a proposal for a comprehensive review of the ARC during 2024. A working group is to be established to consider all current indicators and the potential inclusion of additional new indicators aligned to tenants and residents safety this may include a reporting requirement for such items as damp and mould. A further consultation will be carried out on revised indicators with the new ARC format expected then to be in place for submission to the SHR by 31st May 2026.
- 3.4 At June 2023 Council, the Housing Operation Performance Update paper committed to provide an annual programme of Housing Performance Meetings held every month with attendance and contribution from elected members. These meetings commenced in August 2023 and have covered various areas of Housing Service Delivery including homelessness and antisocial behaviour. The Service has enjoyed delivering these sessions and we thank members for their attendance and contributions made. We plan to continue these meetings in 2024/25 as a useful way to review performance on a regular basis throughout the year.
- 3.5 In recent years the service has submitted the ARC to Council for approval after submission to the SHR. We have reviewed the SHR guidance which allows the councils Senior Manager for housing to review and approve the ARC before submission. As noted in the recommendations the service recommends that going forward this process is followed with the ARC reports proceeding to the nearest available Audit & Scrutiny committee for scrutiny.

Purpose of the Charter

- 3.6 The Charter aims to improve the quality and value of the services that social landlords deliver for their tenants and other customers and supports the Scottish Government's strategic objective of a safer and stronger Scotland. It does so in the following ways:
- By providing tenants and other customers with a clear statement of what they can expect from social landlords, and helping them to hold landlords to account.
 - Focuses the efforts of social landlords on achieving outcomes that matter to their tenants and other customers.
 - Provides the basis for the Scottish Housing Regulator to assess and report on how well landlords are performing. This enables the Regulator, tenants and other customers, and social landlords to identify areas of strong performance and areas where improvement is needed.
- 3.7 Reporting on performance against the Charter is undertaken via the ARC which all social landlords are required to return annually by 31st May. This return is submitted to the SHR who monitors landlord performance against the Charter.

- 3.8 As part of the Charter local authorities are required to demonstrate performance to their customers via an annual performance report, this must be provided by 31st October each year. We provide this information by making available the full and completed ARC on the council website and also providing a shortened version, in a leaflet style, to focus on key areas of housing performance with reasons provided for any improvement or decline.

ARC Performance

- 3.9 Some key points of note from the return for 2023/24 include;

Void Property Performance

- 3.10 Since 2023/24 Q1 we have experienced some challenges in turning around our void properties within an acceptable time period. A multi-trade contractor procured to support our internal trades teams in refurbishment of void and 'off the shelf' buy back properties had been slower than anticipated to mobilise and the full benefit of undertaking this action was not able to be realised within the financial year. A further paper will be brought to Council in June 2024 in relation to external contractors progress on buy back properties.

- 3.11 Our average number of calendar days taken to re-let void properties in 23/24 was 64.86 days compared to 47.04 days in 22/23. The total number of lets for the year was 357, this includes all properties that were re-let in the year and 20 buy back properties being let.

- 3.12 As part of our sign up process, all new tenants are asked if they are satisfied with the condition of their property after the void work has been carried out. For 2023/24 this was 99.2% compared to 98.2% in the previous year. Despite re-let time being longer, our new tenants are extremely satisfied with the condition of the property when they sign up. This is testament to the work Officers carry out with new tenants throughout the void process ensuring that they are involved in decision making about the work that is done when the property is void and shows the high standards our internal trades operations set.

Scottish Housing Quality Standard (SHQS) Performance

- 3.13 Our percentage compliance with SHQS had taken a significant drop in 2022/23 at 39.3% compliant, which was largely due to electrical testing catch up works as a result of the Covid pandemic. Recovery works have progressed at pace and a vastly improved compliance level of 93.54% was reached by the end of reporting year 2023/24.

- 3.14 Total number of properties failing SHQS at year end was 288. Included in those are:

- Energy Performance Certificate (EPC) falling outwith the 5 year required period,
- Electrical Installation Condition Reports (EICR),

- Decanted properties containing Reinforced Autoclaved Aerated Concrete (RAAC).

3.15 The aim to have the EPC's and EICR's complete by the end of June 2024.

Repairs – Emergency and Non-Emergency

3.16 Performance in responding to emergency repairs within the permitted 8 hour target time remains high with an average response time of 3.99 hours.

3.17 Performance in non-emergency repairs has improved slightly when compared to 2022/23 with response time then at 5.4 days and now at 5.1 days.

Rent Arrears

3.18 It should be noted that the SHR, allow for some year-end adjustments to the arrears figures particularly dealing with UC Payments meant for the previous financial year, so comparisons between Councils and Housing Associations can be made.

3.19 We are pleased to note that despite many of our tenants struggling because of the cost of living crisis the overall gross rent arrears figure (current and former) has reduced (table 1). The current arrears have decreased by almost £0.260m. We note that there has been an increase in former arrears. The Housing restructure included taking a number of functions back from Revenues including former arrears. Staff were recruited into posts within the structure and started on 15th April 2024. The initial priority is to evaluate and categorise all former arrears cases. We understand that many cases will be unrecoverable, so will be put forward for write-off at a future Council meeting.

Table 1

	2020/21	2021/22	2022/23	2023/24	Current / Last Year Increase (Decrease)
Current tenant rent arrears value	£834,255	£871,113	£861,120	£601,708	(£259,412)
Gross rent arrears (current and former tenants) as a % (SHR indicator 31)	9.56%	10.66%	11.51%	11.15%	(0.36%)
SHR Current Tenant arrears as a %	3.33%	3.63%	3.32%	2.42%	(0.9%)
SHR Former Tenant arrears as a %	6.23%	7.03%	8.19%	8.73%	0.54%

5.0 Sustainability Implications

- 5.1 The information contained within the ARC demonstrates that housing priorities contribute positively to sustainability.

6.0 Resource Implications

- 6.1 Financial Details

- 6.2 Finance have been consulted and have agreed the financial implications as set out in the report. Yes

7.0 Exempt Reports

- 7.1 Is this report exempt?

Yes (please detail the reasons for exemption below)

No

8.0 Declarations

The recommendations contained within this report support or implement our Corporate Priorities and Council Policies.

- (1) **Our Priorities** (Please click on the check box)

Clackmannanshire will be attractive to businesses and people and ensure fair opportunities for all

Our families, children and young people will have the best possible start in life

Women and girls will be confident and aspirational, and achieve their full potential

Our communities will be resilient and empowered so that they can thrive and flourish

- (2) **Council Policies** (Please detail)

Scottish Housing Regulator Annual Assurance Statement (31st October 23)

Scottish Housing Regulator Annual Return of Charter 2023

Scottish Housing Regulator Annual Return of Charter 2024

9.0 Equalities Impact

Have you undertaken the required equalities impact assessment to ensure that no groups are adversely affected by the recommendations?

Yes

No

10.0 Legality

10.1 It has been confirmed that in adopting the recommendations contained in this report, the Council is acting within its legal powers. Yes

11.0 Appendices

Appendix 1 - Scottish Housing Regulator Annual Return of Charter 2024

12.0 Background Papers

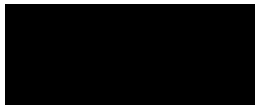
12.1 Have you used other documents to compile your report? (All documents must be kept available by the author for public inspection for four years from the date of meeting at which the report is considered).

No

Author(s)

NAME	DESIGNATION	TEL NO / EXTENSION
Katie Roddie	Team Leader Housing Business Management	2688
Andrew Buchanan	Operations Manager (Housing)	5169
Murray Sharp	Senior Manager (Housing)	5113
Caroline Muir	Performance & Information Officer	2411

Approved by

NAME	DESIGNATION	SIGNATURE
Pete Leonard	Strategic Director - Place	

Annual Return on the Charter (ARC) 2023-2024**Landlord name:** [redacted]ackmannanshire Council**RSL Reg. No.:** [redacted] 1,006**Report generated date:** [redacted] /04/2024 12:22:48**Approval**

A1.1	Date approved	
A1.2	Approver	
A1.3	Approver job title	
A1.4	Comments (Approval)	



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Social landlord contextual information

Lets

Number of lets during the reporting year, split between 'general needs' and 'supported housing' (Indicator C3)

C3.1	The number of 'general needs' lets during the reporting year	350
C3.2	The number of 'supported housing' lets during the reporting year	7
Indicator C3		357



The number of lets during the reporting year by source of let (Indicator C2)		
C2.1	The number of lets to existing tenants	49
C2.2	The number of lets to housing list applicants	72
C2.3	The number of mutual exchanges	37
C2.4	The number of lets from other sources	0
C2.5	The number of lets to homeless applicants.	236
C2.6	Total number of lets excluding exchanges	357

Annual Return on the Charter (ARC) 2023-2024

Comments for any notable improvements or deterioration in performance regarding the figures supplied in the "Social landlord contextual information" section.

**Overall satisfaction****All outcomes**

Percentage of tenants satisfied with the overall service provided by their landlord (Indicator 1)

1.1.1	1.1 In relation to the overall tenant satisfaction survey carried out, please state: the number of tenants who were surveyed	917
1.1.2	the fieldwork dates of the survey	05/2023
1.1.3	The method(s) of administering the survey:	
	Post	<input type="checkbox"/>
1.1.4	Telephone	<input type="checkbox"/>
1.1.5	Face-to-face	<input checked="" type="checkbox"/>
1.1.6	Online	<input type="checkbox"/>
1.2.1	1.2 In relation to the tenant satisfaction question on overall services, please state the number of tenants who responded:	410
	very satisfied	
1.2.2	fairly satisfied	440
1.2.3	neither satisfied nor dissatisfied	43
1.2.4	fairly dissatisfied	15
1.2.5	very dissatisfied	7
1.2.6	no opinion	2
1.2.7	Total	917

Indicator 1	92.69%
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Annual Return on the Charter (ARC) 2023-2024

Comments for any notable improvements or deterioration in performance regarding the figures supplied in the "Overall satisfaction" section.



The customer / landlord relationship

Communication

Percentage of tenants who feel their landlord is good at keeping them informed about their services and decisions (Indicator 2)

2.1	How many tenants answered the question "How good or poor do you feel your landlord is at keeping you informed about their services and decisions?"	917
2.2.1	2.2 Of the tenants who answered, how many said that their landlord was: very good at keeping them informed	547
2.2.2	fairly good at keeping them informed	342
2.2.3	neither good nor poor at keeping them informed	25
2.2.4	fairly poor at keeping them informed	2
2.2.5	very poor at keeping them informed	1
2.2.6	Total	917

	Indicator 2	96.95%
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Participation

Percentage of tenants satisfied with the opportunities given to them to participate in their landlord's decision making processes (Indicator 5)

5.1	How many tenants answered the question "How satisfied or dissatisfied are you with opportunities given to you to participate in your landlord's decision making processes?"	917
5.2.1	5.2 Of the tenants who answered, how many said that they were: very satisfied	622
5.2.2	fairly satisfied	281
5.2.3	neither satisfied nor dissatisfied	14
5.2.4	fairly dissatisfied	0
5.2.5	very dissatisfied	0
5.2.6	Total	917

	Indicator 5	98.47%
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Annual Return on the Charter (ARC) 2023-2024

Comments for any notable improvements or deterioration in performance regarding the figures supplied in the "The customer / landlord relationship" section.



Housing quality and maintenance

Quality of housing

Scottish Housing Quality Standard (SHQS) – Stock condition survey information (Indicator C8)

C8.1	The date your organisation's stock was last surveyed or assessed for compliance with the SHQS	03/2024
C8.2	What percentage of stock did your organisation fully assess for compliance in the last five years?	100.00
C8.3	The date of your next scheduled stock condition survey or assessment	03/2025
C8.4	What percentage of your organisation's stock will be fully assessed in the next survey for SHQS compliance	100.00
C8.5	Comments on method of assessing SHQS compliance.	
<p>We are currently in the process of procuring a suitable external contractor to carry out a full stock condition survey of all properties with an EPC and NetZero Assessment. Contract due to be awarded summer 2024. The information from the stock condition survey will be key to help inform the future development of a robust Housing Asset Management Strategy aligned to our HRA Financial Business Plan.</p>		



Scottish Housing Quality Standard (SHQS) – Stock summary (Indicator C9)

		End of the reporting year	End of the next reporting year
C9.1	Total self-contained stock	5,045	5,085
C9.2	Self-contained stock exempt from SHQS	13	13
C9.3	Self-contained stock in abeyance from SHQS	25	25
C9.4.1	Self-contained stock failing SHQS for one criterion	0	0
C9.4.2	Self-contained stock failing SHQS for two or more criteria	288	0
C9.4.3	Total self-contained stock failing SHQS	288	0
C9.5	Stock meeting the SHQS	4,719	5,047



Percentage of stock meeting the Scottish Housing Quality Standard (SHQS) (Indicator 6)
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6.1.1	The total number of properties within scope of the SHQS: at the end of the reporting year	5,045
6.1.2	projected to the end of the next reporting year	5,085
6.2.1	The number of properties meeting the SHQS: at the end of the reporting year	4,719
6.2.2	projected to the end of the next reporting year	5,047
Indicator 6 - Percentage of stock meeting the SHQS at the end of the reporting year		93.54%
Indicator 6 - Percentage of stock meeting the SHQS projected to the end of the next reporting year		99.25%



Percentage of tenants satisfied with the quality of their home (Indicator 7)

7.1	How many tenants answered the question "Overall, how satisfied or dissatisfied are you with the quality of your home?"	917
7.2.1	7.2 Of the tenants who answered, how many said that they were: very satisfied	336
7.2.2	fairly satisfied	513
7.2.3	neither satisfied nor dissatisfied	63
7.2.4	fairly dissatisfied	2
7.2.5	very dissatisfied	3
7.3	Total	917

	Indicator 7	92.58%
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Repairs, maintenance & improvements

Average length of time taken to complete emergency repairs (Indicator 8)		
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8.1	The number of emergency repairs completed in the reporting year	6,513
8.2	The total number of hours taken to complete emergency repairs	25,994

Indicator 8		3.99
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Average length of time taken to complete non-emergency repairs (Indicator 9)		
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9.1	The total number of non-emergency repairs completed in the reporting year	6,641
9.2	The total number of working days taken to complete non-emergency repairs	33,981

		Indicator 9	5.12
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Percentage of reactive repairs carried out in the last year completed right first time (Indicator 10)		
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10.1	The number of reactive repairs completed right first time during the reporting year	6,190
10.2	The total number of reactive repairs completed during the reporting year	6,532

Indicator 10		94.76%
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How many times in the reporting year did not meet your statutory duty to complete a gas safety check (Indicator 11).

11.1	The number of times you did not meet your statutory duty to complete a gas safety check.	0
11.2	if you did not meet your statutory duty to complete a gas safety check add a note in the comments field	N/A

Indicator 11	0
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Percentage of tenants who have had repairs or maintenance carried out in last 12 months satisfied with the repairs and maintenance service (Indicator 12)

12.1	Of the tenants who had repairs carried out in the last year, how many answered the question "Thinking about the LAST time you had repairs carried out, how satisfied or dissatisfied were you with the repairs service provided by your landlord?"	450
	12.2 Of the tenants who answered, how many said that they were:	272
12.2.1	very satisfied	
12.2.2	fairly satisfied	140
12.2.3	neither satisfied nor dissatisfied	35
12.2.4	fairly dissatisfied	3
12.2.5	very dissatisfied	0
12.2.6	Total	450

	Indicator 12	91.56%
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Annual Return on the Charter (ARC) 2023-2024

Comments for any notable improvements or deterioration in performance, or compliance with tenant and resident safety requirements regarding the figures supplied in the "Housing quality and maintenance" section, including non-compliance with electrical, gas and fire safety requirements and plans to address these issues.

Post covid the team have continued to work hard to address the issues around failures of SHQS. At the time of writing this (10/04/24) there were: 64 EICRS falling outwith the 5 year required period, 205 EPC's not carried out within the 10 year period and 19 properties with RAAC with a failing element under SHQS technical guidance. The aim is to close off outstanding EPC's and EICRS by the end of June 2024. In relation to RAAC there is an options appraisal being developed in regards to the future of the blocks containing RAAC failure, this will be presented to Council for a decision to be made.



Neighbourhood & community

Estate management, anti-social behaviour, neighbour nuisance and tenancy disputes

Percentage of all complaints responded to in full at Stage 1 and percentage of all complaints responded to in full at Stage 2. (Indicators 3 & 4)

	1st stage	2nd stage
Complaints received in the reporting year	30	6
Complaints carried forward from previous reporting year	0	0
All complaints received and carried forward	30	6
Number of complaints responded to in full by the landlord in the reporting year	30	6
Time taken in working days to provide a full response	269	319

Indicators 3 & 4 - The percentage of all complaints responded to in full at Stage 1	100.00%
Indicators 3 & 4 - The percentage of all complaints responded to in full at Stage 2	100.00%
Indicators 3 & 4 - The average time in working days for a full response at Stage 1	8.97
Indicators 3 & 4 - The average time in working days for a full response at Stage 2	53.17



Percentage of tenants satisfied with the landlord's contribution to the management of the neighbourhood they live in (Indicator 13)

13.1	How many tenants answered the question "Overall, how satisfied or dissatisfied are you with your landlord's contribution to the management of the neighbourhood you live in?"	917
13.2	13.2 of the tenants who answered, how many said that they were:	401
	very satisfied	
13.2.2	fairly satisfied	471
13.2.3	neither satisfied nor dissatisfied	41
13.2.4	fairly dissatisfied	3
13.2.5	very dissatisfied	1
13.2.6	Total	917

	Indicator 13	95.09%
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Percentage of tenancy offers refused during the year (Indicator 14)		
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14.1	The number of tenancy offers made during the reporting year	557
14.2	The number of tenancy offers that were refused	200

		Indicator 14	35.91%
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Percentage of anti-social behaviour cases reported in the last year which were resolved (Indicator 15)	
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15.1	The number of cases of anti-social behaviour reported in the last year	178
15.2	Of those at 15.1, the number of cases resolved in the last year	132

Indicator 15		74.16%
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Abandoned homes (Indicator C4)

C4.1	The number of properties abandoned during the reporting year	34
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Percentage of the court actions initiated which resulted in eviction and the reasons for eviction (Indicator 22)

22.1	The total number of court actions initiated during the reporting year	35
22.2.1	22.2 The number of properties recovered:	
	because rent had not been paid	16
22.2.2	because of anti-social behaviour	3
22.2.3	for other reasons	2

Indicator 22 - Percentage of the court actions initiated which resulted in eviction because rent had not been paid	45.71%
Indicator 22 - Percentage of the court actions initiated which resulted in eviction because of anti-social behaviour	8.57%
Indicator 22 - Percentage of the court actions initiated which resulted in eviction for other reasons	5.71%
Indicator 22 - Percentage of the court actions initiated which resulted in eviction	60.00%

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Comments for any notable improvements or deterioration in performance regarding the figures supplied in the "Neighbourhood & community" section.

In 2023/24 there has been a decrease in the number of anti-social behaviour cases resolved. A number of experienced Housing Officers left our employment with an impact then on remaining staff who had larger patches to manage and a lesser focus on the administration of closing of cases. Cases were still resolved, but not closed on our system within our internal target timescales. The team are now almost at full capacity and with a renewed focus on administrative duties in managing ASB caseload.

2023/24 seen a reduction in the number of rent arrear and ASB cases taken to court (35 cases compared to 59 in the previous year). However, the number of properties recovered did not reduce as substantially (21 cases compared to 27 in the previous year), meaning an increase in the %. The main reason for initiating less court actions was due to the impact of the Cost of Living (Tenant Protection) Act 2022. Housing Officers held off raising court action due to the required level of debt stipulated by the Act. Both the legislation and tenancy sustainment, which was a key focus, has meant that this year there has been less court actions initiated and less households evicted.



Access to housing and support

Housing options and access to social housing

Percentage of lettable houses that became vacant in the last year (Indicator 17)

17.1	The total number of lettable self-contained stock	4,883
17.2	The number of empty dwellings that arose during the reporting year in self-contained lettable stock	342

Indicator 17		7.00%
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Number of households currently waiting for adaptations to their home (Indicator 19)

19.1	The total number of approved applications on the list for adaptations as at the start of the reporting year, plus any new approved applications during the reporting year.	
19.2	The number of approved applications completed between the start and end of the reporting year	
19.3	The total number of households waiting for applications to be completed at the end of the reporting year.	
19.4	if 19(iii) does not equal 19(i) minus 19(ii) add a note in the comments field.	

Indicator 19	
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Total cost of adaptations completed in the year by source of funding (£) (Indicator 20)

20.1	The cost (£) that was landlord funded;	
20.2	The cost (£) that was grant funded	
20.3	The cost (£) that was funded by other sources.	

Indicator 20	
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The average time to complete adaptations (Indicator 21)

21.1	The total number of working days taken to complete all adaptations.	
21.2	The total number of adaptations completed during the reporting year.	

Indicator 21



Homelessness – the percentage of homeless households referred to RSLs under section 5 and through other referral routes (Indicator 24).

24.1	The total number of individual homeless households referred to RSLs under section 5.	28
24.2	The total number of individual homeless households referred to RSLs under other referral routes.	0
24.3	The total number of individual homeless households referred to RSLs under section 5 and other referral routes.	28
24.4	The total number of homeless households to whom the local authority has a statutory duty to secure permanent accommodation.	439

	Indicator 24.	6.38%
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Average length of time to re-let properties in the last year (Indicator 30)

30.1	The total number of properties re-let in the reporting year	337
30.2	The total number of calendar days properties were empty	21,857

Indicator 30		64.86
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**Tenancy sustainment**

Percentage of new tenancies sustained for more than a year, by source of let (Indicator 16)

16.1.1	The number of tenancies which began in the previous reporting year by: existing tenants	61
16.1.2	applicants who were assessed as statutory homeless by the local authority	219
16.1.3	applicants from your organisation's housing list	70
16.1.4	other	1
16.2.1	The number of tenants at 16.1 who remained in their tenancy for more than a year by: existing tenants	58
16.2.2	applicants who were assessed as statutory homeless by the local authority	197
16.2.3	applicants from your organisation's housing list	66
16.2.4	other	0

Indicator 16 - Percentage of new tenancies to existing tenants sustained for more than a year	95.08%
Indicator 16 - Percentage of new tenancies to applicants who were assessed as statutory homeless by the local authority sustained for more than a year	89.95%
Indicator 16 - Percentage of new tenancies to applicants from the landlord's housing list sustained for more than a year	94.29%
Indicator 16 - Percentage of new tenancies to others sustained for more than a year	0.00%

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Comments for any notable improvements or deterioration in performance regarding the figures supplied in the "Access to housing and support" section.

In late June 2023 permission was given to the service to appoint a multi-trade contractor to mitigate some of the challenges experienced in turning around void and bought back from market properties in an acceptable time period. A multi-trade contractor would support our internal trades teams in refurbishment of void and 'off the shelf' buy back properties. The contractor has been slower than anticipated to mobilise and we are yet to realise the full potential of this arrangement. Our performance in the time taken to re-let properties has suffered in part as a consequence of a lack of trades resource capacity. This is a key focus for the service to improve void performance as early as possible in the new financial year 2024/25.

Getting good value from rents and service charges

Rents and service charges

Rent collected as percentage of total rent due in the reporting year (Indicator 26)	
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26.1	The total amount of rent collected in the reporting year	£19,777,643
26.2	The total amount of rent due to be collected in the reporting year (annual rent debit)	£19,967,106

Indicator 26		99.05%
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Gross rent arrears (all tenants) as at 31 March each year as a percentage of rent due for the reporting year (Indicator 27)

27.1	The total value (£) of gross rent arrears as at the end of the reporting year	£2,226,142
27.2	The total rent due for the reporting year	£19,967,106

Indicator 27		11.15%
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Average annual management fee per factored property (Indicator 28)		
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28.1	The number of residential properties factored	0
28.2	The total value of management fees invoiced to factored owners in the reporting year	N/A

Indicator 28		N/A
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Percentage of rent due lost through properties being empty during the last year (Indicator 18)

18.1	The total amount of rent due for the reporting year	£19,967,106
18.2	The total amount of rent lost through properties being empty during the reporting year	£267,793

Indicator 18		1.34%
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Rent increase (Indicator C5)

C5.1	The percentage average weekly rent increase to be applied in the next reporting year	6.70%
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The number of households for which landlords are paid housing costs directly and the total value of payments received in the reporting year (Indicator C6)

C6.1	The number of households the landlord received housing costs directly for during the reporting year	3,270
C6.2	The value of direct housing cost payments received during the reporting year	£11,397,884



Amount and percentage of former tenant rent arrears written off at the year end (Indicator C7)		
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C7.1	The total value of former tenant arrears at year end	£1,772,416
C7.2	The total value of former tenant arrears written off at year end	£47,038

		Indicator C7	2.65%
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**Value for money**

Percentage of tenants who feel that the rent for their property represents good value for money (Indicator 25)
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25.1	How many tenants answered the question "Taking into account the accommodation and the services your landlord provides, do you think the rent for your property represents good or poor value for money?"	917
25.2.1	25.2 Of the tenants who answered, how many said that their rent represented: very good value for money	186
25.2.2	fairly good value for money	682
25.2.3	neither good nor poor value for money	42
25.2.4	fairly poor value for money	7
25.2.5	very poor value for money	0
25.3	Total	917

Indicator 25	94.66%
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Percentage of factored owners satisfied with the factoring service they receive (Indicator 29)

29.1	How many factored owners answered the question "Taking everything into account, how satisfied or dissatisfied are you with the factoring services provided by your landlord?"	
29.2.1	29.2 Of the factored owners who answered, how many said that they were: very satisfied	
29.2.2	fairly satisfied	
29.2.3	neither satisfied nor dissatisfied	
29.2.4	fairly dissatisfied	
29.2.5	very dissatisfied	
29.3	Total	

Indicator 29	
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Annual Return on the Charter (ARC) 2023-2024

Comments for any notable improvements or deterioration in performance regarding the figures supplied in the "Getting good value from rents and service charges" section.



Other customers

Gypsies / Travellers

For those who provide Gypsies/Travellers sites - Average weekly rent per pitch (Indicator 31)

31.1	The total number of pitches	0
31.2	The total amount of rent set for all pitches during the reporting year	N/A

	Indicator 31	N/A
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For those who provide sites – percentage of Gypsy/Travellers satisfied with the landlord’s management of the site (Indicator 32)

32.1	How many Gypsies/Travellers answered the question "How satisfied or dissatisfied are you with your landlord's management of your site?"	
32.2.1	32.2 Of the Gypsies/Travellers who answered, how many said that they were: very satisfied	
32.2.2	fairly satisfied	
32.2.3	neither satisfied nor dissatisfied	
32.2.4	fairly dissatisfied	
32.2.5	very dissatisfied	
32.2.6	Total	

Indicator 32	
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Annual Return on the Charter (ARC) 2023-2024

Comments for any notable improvements or deterioration in performance regarding the figures supplied in the "Other customers" section.

The Westhaugh Gypsy Traveller's site has now been demolished in line with the commitment to delivering a new site by October 2024. A number of factors have delayed the project and will continue to keep the Regulator informed of our progress in this work. Clackmannanshire Council continues to engage with residents to provide regular updates on progress. The service are also now working on a number of policies for the re-opening of the site, such as an allocations policy, updated occupancy agreement and other related procedures for management of the site.

Note to go along with Appendix 1 :

Number of households currently waiting for adaptations to their home (Indicator 19)

Total cost of adaptations completed in the year by source of funding (£) (Indicator 20)

Average time to complete adaptations (Indicator 21)

These indicators are not finalised, we rely on information from external contractors, we hope to have an update on day of Council meeting.

