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**REPORT TO: HOUSING AND COMMUNITY SAFETY COMMITTEE ON 9  
SEPTEMBER 2022**

**SUBJECT: HOUSING AND PROPERTY SERVICES BUDGET MONITORING –  
30 JUNE 2022**

**BY: DEPUTE CHIEF EXECUTIVE (ECONOMY, ENVIRONMENT AND  
FINANCE)**

**1. REASON FOR REPORT**

- 1.1 This report presents the budget position for the Housing Revenue Account (HRA) and General Services Other Housing Budget for the period up to 30 June 2022.
- 1.2 This report is submitted to Committee in terms of Section III G (1) of the Council's Scheme of Administration relating to the management of budgets.

**2. RECOMMENDATION**

**2.1 It is recommended that the Committee:**

- i) **scrutinises and notes the budget monitoring report for the period to 30 June 2022.**

**3. BACKGROUND**

- 3.1 The Council agreed the HRA Budget for 2022/23 at the meeting on 22 February 2022 (paragraph 5 of the Minute refers). Housing and Property budget monitoring reports are presented quarterly.

**4. HOUSING REVENUE ACCOUNT TO 30 JUNE 2022**

- 4.1 **APPENDIX I** details the HRA budget position to 30 June 2022.

- 4.2 The main expenditure variances relate to:–

- 4.2.1 **Supervision and management** – there are a range of variations within this budget resulting in a net underspend of £48k. This includes underspends in staffing (£37k), arising from vacancies and the budget provision for pay award, £19k for software due to invoice timing and £8k for other minor cumulative underspends including training. This was partially offset by an overspend in relation to voids (£16k).

- 4.2.2 **Sheltered Housing** – there was an overspend of £5k in the sheltered housing budget, which is comprised of repairs and maintenance related to fire protection works (£3k), increased energy costs (£1k) and other minor cumulative spend of £1k.
- 4.2.3 **Repairs and maintenance** – there was an underspend of £215k in the repairs and maintenance budget, which arises from reduced activity in planned/cyclical maintenance (£138k) and an underspend in voids (£77k). It should be noted that this underspend in voids reflects the ledger position at the end of quarter and does not include accruals. Actual activity levels in this area are in line with budgeted provision. The planned/cyclical position included main variance underspends in asbestos (£42k), external decoration and fabric repairs (£34k), rainwater goods (£42k), roof moss clearance (£33k) and disabled adaptations (£14k). These were partially offset by an overspend of £64k in electrical upgrades.
- 4.2.4 **Bad and doubtful debts** – there was an underspend of £6k against provision for bad & doubtful debts.
- 4.2.5 **Downsizing Incentive Scheme** – there was an underspend of £5k, with fewer transfers taking place. Work has commenced on increasing the uptake following restrictions easing, which is expected to increase spend as the year progresses.
- 4.2.6 **Service Developments** – there is an underspend of £114k, with recent committee approval for 1.4 FTE posts being progressing to recruitment and further approval sought in relation to Housing Management and Allocations and Housing Investment priorities.
- 4.2.7 The income at 30 June 2022 was £43k lower than expected. This is due mainly to the revised completion of the new development at Keith and fewer rechargeable repairs than budgeted.

## 5. **OTHER HOUSING BUDGET**

- 5.1 **APPENDIX II** provides details of the budget position to 30 June 2022.
- 5.2 **Planning and Development** - consists of Improvement Grants and Affordable Housing budgets, including disabled adaptations. The position at 30 June 2022 shows an underspend of £9k, arising from an underspend in discretionary grants (£18k), partially offset by an overspend of £9k, arising from a shortfall in income. This budget is administered by Moray Integration Joint Board.
- 5.3 **Housing Management** - relates to the Gypsy/Traveller budget. The position at 30 June 2022 shows an underspend of £1k, arising from lower site clearance costs.
- 5.4 **Homelessness/Allocations** - comprises of Homelessness and Housing Support services. There was an underspend of £1k in this budget, comprised

of underspends in Temporary Accommodation (£6k), partially offset by overspends in Housing Support (£2k) and general Homelessness (£3k).

- 5.5 **The Building Services Budget** - is reported in detail separately on this Committee's agenda and any surplus achieved or deficit will return to the HRA.
- 5.6 **The Property Services Budget** - includes the budgets for the Design Team and Property Resources. There is an overall overspend of £33k to date. Within the Design Team there were overspends in software (£11k) and staffing (£1k), partially offset by an underspend in consultancy (£7k). Within Property Asset Management there were overspends in maintenance (£16k) and Industrial Estates (£22k), partially offset by underspends in shared buildings (£5k), admin (£2k) and other (£3k).
- 5.7 The service has also holds a £6k underspend in relation to the Tenant Hardship Fund, which will be utilised in the course of the year.
- 5.8 As at 30 June 2022, the Other Housing budget shows a net overspend of £10k.

## 6. **SUMMARY OF IMPLICATIONS**

(a) **Corporate Plan and 10 Year Plan (Local Outcomes Improvement Plan (LOIP))**

The provision of new affordable housing, the maintenance of the Council's housing stock and dealing with homelessness are priorities identified within the Corporate Plan, the Council's Local Housing Strategy, the Strategic Housing Investment Plan (SHIP) and the Housing and Property Service Plan.

(b) **Policy and Legal**

There are no policy or legal implications arising from this report.

(c) **Financial Implications**

The financial implications of this report are considered in Sections 4 to 5 of this report and detailed in **APPENDICES I and II**.

(d) **Risk Implications**

Budget Managers are aware of their responsibilities for managing budget allocations and approval for variance will be sought from the Committee in line with Financial Regulations.

(e) **Staffing implications**

There are no staffing implications arising from this report.

(f) **Property**

None.

(g) **Equalities/Socio Economic Impact**

There are no equalities/socio economic impacts arising from this report.

**(h) Climate Change and Biodiversity Impacts**

There are no climate change/biodiversity impacts arising from this report.

**(i) Consultations**

This report has been prepared in close consultation with Finance staff. Consultation on this report has been carried out with Lorraine Paisey (Head of Financial Services), Georgina Anderson (Legal Services Senior Solicitor), Senior Managers within Housing and Property Services and Lindsey Robinson (Committee Services Officer) who all agree the content of the report where it relates to their area of responsibility.

**7. CONCLUSION**

**7.1 This report sets out the budget position for the HRA and General Services Housing budgets to 30 June 2022 and also comments on the variances on these budgets.**

Author of Report: Edward Thomas, Head of Housing and Property  
Background Papers: Held by author  
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