

**REPORT TO:** ENVIRONMENT COMMITTEE – 10 March 2014

**REPORT ON:** TRADING OPERATIONS FINANCIAL OPERATING STATEMENT AND OPERATIONAL PERFORMANCE FOR THE NINE MONTHS ENDED 31 DECEMBER 2013

**REPORT BY:** JOINT REPORT BY DIRECTOR OF CORPORATE SERVICES AND DIRECTOR OF ENVIRONMENT

**REPORT NO:** 92-2014

## **1 PURPOSE OF REPORT**

To appraise the Committee on the financial position and operational performance of trading operation within the Environment Department for the nine months ended 31 December 2013.

## **2 RECOMMENDATIONS**

The Committee is asked to:

- a note the current financial position and operational performance for trading operations; and
- b note that the trading operation should exceed the statutory requirement of break even over a three year rolling period.

## **3 FINANCIAL IMPLICATIONS**

Construction Services' 2013/2014 budgeted surplus being credited to the General Fund is £650,000. The surplus at 31 December 2013 amounts to £543,809 which with appropriate adjustments indicates that the budgeted annual surplus will be achieved.

## **4 MAIN TEXT**

- 4.1 Reference is made to Report number 786-2003 to the Finance Committee of 12 January 2004 where it was agreed that the City Council would publish Statutory Trading Accounts, as required by the Local Government in Scotland Act 2003 (the Act), for those services provided by the former Contract Services Department. The Act places a duty on local authorities to conduct such services so that, over a three year rolling period, the revenue generated at least equals the expenditure incurred.
- 4.2 In addition, the Council's Plan 2010-2012 has, as one of its values, to "efficiently utilise our resources to provide the highest standards of public service expected by the citizens and at an acceptable cost". The presentation of a quarterly financial and operational report to the Environment Committee is seen as a representation of the achievement of that value.
- 4.3 This monitoring report provides details to the Committee of the financial position and operational performance of the trading operation in regard to the requirement to meet the surplus set out in the City Council's approved 2013/2014 Revenue Budget and assists Councillors, as committee members, in undertaking their responsibility for the supervision and control of the department.

## **5 FINANCIAL OPERATING STATEMENT FOR THE NINE MONTHS ENDED 31 DECEMBER 2013**

- 5.1 The financial operating statement for the nine months to 31 December 2013 is detailed in Appendix 1 and it shows the actual financial position as at that date. It is important to stress that the statement is not end of year projections but simply reports on the period referred to, ie nine months to 31 December 2013. The estimates detailed in the statement are the direct operational budgets of the activities listed.

- 5.2 The statement shows that the account is in surplus and, based on the nine months results, the statutory requirement of break even should be exceeded.
- 5.3 The actual figures and budgeted surplus contained within this report take account of the fact that the Housing Repairs Partnership is on a 'cost plus' basis and required to break even by the end of the financial year.

## 6 OPERATIONAL PERFORMANCE FOR THE NINE MONTHS ENDED 31 DECEMBER 2013

### 6.1 Trading Results

In spite of difficult trading conditions within the construction industry, performance for the nine month period has been in line with expectations, and a surplus of £543,809 achieved (break even Statutory Basis).

The department continues to monitor and evaluate performance through meetings of its Senior Management Team.

### 6.2 Maintenance Work

Housing Repairs and Maintenance is carried out under the terms of a Partnership Agreement established in 2004 and extended for a further five years in 2009. Performance in this area is closely scrutinised by senior managers from Housing, Finance and Environment departments at strategic and operational levels and by the Housing Best Value Review Group which includes a broad spectrum of stakeholders. The trend in both value of work and numbers of jobs has remained constant over the six month period. External Cyclical Maintenance is in line with programme and progress is being monitored and regulated to achieve budget spend. The department has been successful in winning work in competition for Sanctuary Housing Association and Angus Housing Association and continues to explore tender opportunities with other public sector bodies.

Non-housing property maintenance also operates under a Partnership Agreement and the trend in both value and content of this work has risen in comparison with the corresponding period last year.

<u>Description</u>	<u>Number (Estimated)</u>
<b>Housing</b>	
Responsive repair jobs including voids but excluding daytime emergencies	23,892
Emergency Repair Jobs including daytime emergencies	27,822
<b>Non Housing</b>	
Responsive Repair Jobs excluding daytime emergencies	2,722
Emergency Repair Jobs including daytime emergencies	1,742

### 6.3 Construction Work

The Environment Department's Construction Division is one of the Housing Department's key partners in delivering the Scottish Housing Quality Standard and is involved in a rolling programme of kitchen and bathroom replacements as well as heating replacement, rewire and roofing contracts. Much of this work is done under partnering arrangements, delivering on Best Value objectives. The department continues to win a significant proportion of its work through competitive tender.

6.4 During the period April to the end of December the following contracts were secured:

<u>Description</u>	<u>Number</u>	<u>Total Value</u> £
Major Contracts	36	£6,842,000
Minor Contracts	69	£890,000

#### 6.5 Training

The department's commitment to construction industry training is reflected by the recruitment of a further six new apprentices during 2013/14, which in tandem with the engagement of an additional five existing apprentices, made available due to the demise of several local Construction businesses, has resulted in the Trading Operations exceeding a 10% tradesmen/apprenticeship ratio.

In addition to the apprentices, the department invests heavily in training, particularly in relation to Health & Safety, and is committed to the principles of Lifelong Learning set out in the Community Plan. Training and development of all employees is recognised by the department's management team as being critical to maintaining the organisation's success.

#### 6.6 Summary

The trading activities within the Environment Department make a significant contribution to the local economy through its engagement of local suppliers and/or specialist subcontractors. The Department recognises the contribution which its employees make and invests heavily in their training and development. The department plays a key role in responding to challenges on sustainability and managing construction waste and plays its part in Building Stronger Communities.

### 7 **POLICY IMPLICATIONS**

This report has been screened for any policy implications in respect of Sustainability, Strategic Environmental Assessment, Anti-Poverty, Equality Impact Assessment and Risk Management.

There are no major issues.

### 8 **CONSULTATION**

The Chief Executive and Head of Democratic and Legal Services have been consulted in the preparation of this report. No concerns were expressed.

### 9 **BACKGROUND PAPERS**

None

**MARJORY STEWART**  
**DIRECTOR OF CORPORATE SERVICES**  
**5 FEBRUARY 2014**

**KEN LAING**  
**DIRECTOR OF ENVIROMENT**

**DUNDEE CITY COUNCIL – CORPORATE FINANCE DIVISION**  
**TRADING OPERATION PERFORMANCE MONITORING REPORT**  
**FOR THE NINE MONTHS ENDED 31 DECEMBER 2013**

<b><u>Description</u></b>	<b><u>Actual</u></b> <b><u>Nine Months</u></b> <b><u>to 31/12/12</u></b> <b><u>£</u></b>	<b><u>Actual</u></b> <b><u>Nine Months</u></b> <b><u>to 31/12/13</u></b> <b><u>£</u></b>	<b><u>Estimate</u></b> <b><u>Year</u></b> <b><u>2013/2014</u></b> <b><u>£</u></b>
<b><u>Property Maintenance and Construction Work</u></b>			
Income	21,870,668	23,125,221	29,659,000
Expenditure	<u>21,412,335</u>	<u>22,581,412</u>	<u>29,009,000</u>
Surplus/(Deficit)	<u>458,333</u>	<u>543,809</u>	<u>650,000</u>