

MONITORING REPORT FROM DIRECTOR OF COMMUNITY SERVICES

DATE: 24th July 2008

PURPOSE

To update members on activity within the Community Services Directorate during the period to June 2008.

BACKGROUND

The key issues identified in this month's Budget Monitoring Report are:

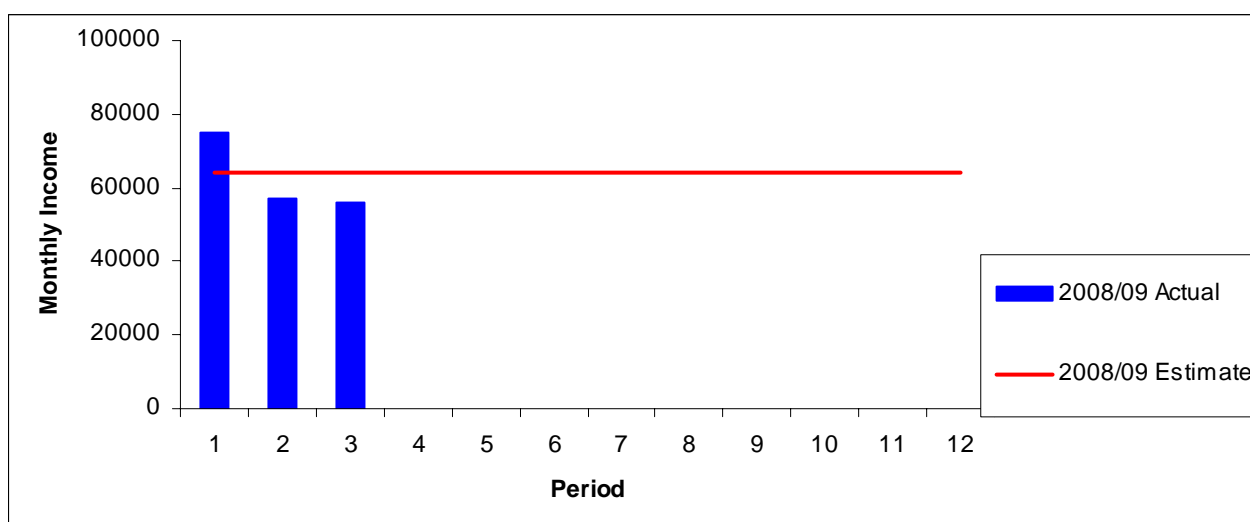
- Economic downturn affecting income levels
- Car Parking Income

SPECIFIC AREAS FOR ATTENTION

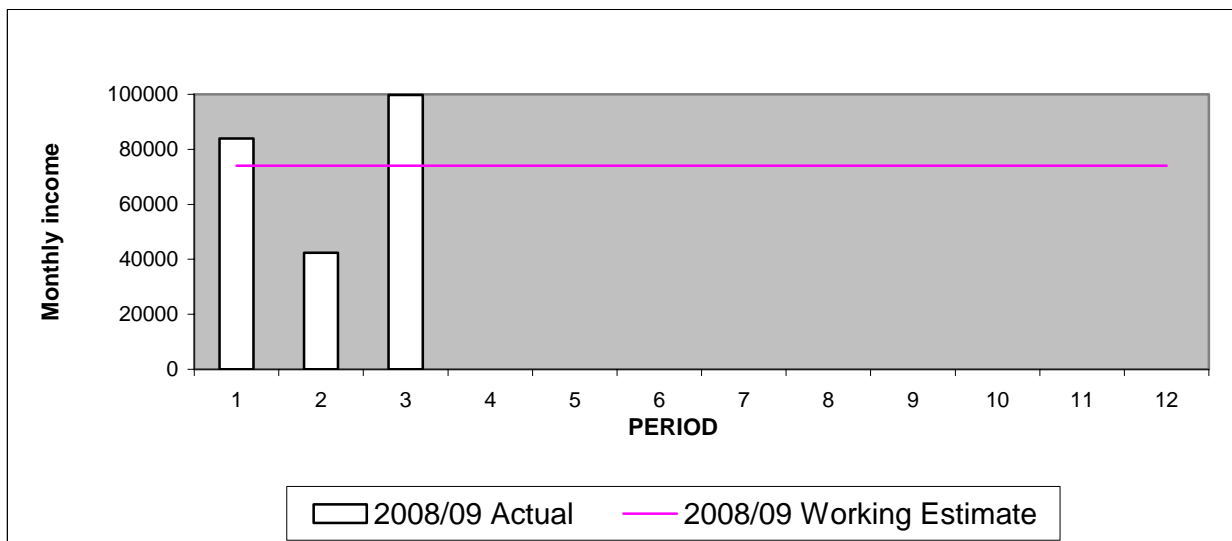
Revenue

1. As reported last month, income levels are being closely monitored to identify any potential trends for shortfalls, in view of the current economic climate. Car parking income including on street parking is currently £150k below budget and is being closely monitored having regard to the seasonal effect of tourism in Windsor. The graphs below show the current levels of Building Control, Planning and Leisure Centres income all of which are currently in line with budget, with an improvement in Planning Income since last month.
2. Household waste to landfill is also being carefully monitored, and current indications are that the target of 46,000 tonnes will need a concerted effort to achieve, involving a continuous drive for higher levels of recycling, following the allocation of free composters.
3. The Directorate is diligently looking at all areas where savings could be made to offset any effects of the economy.

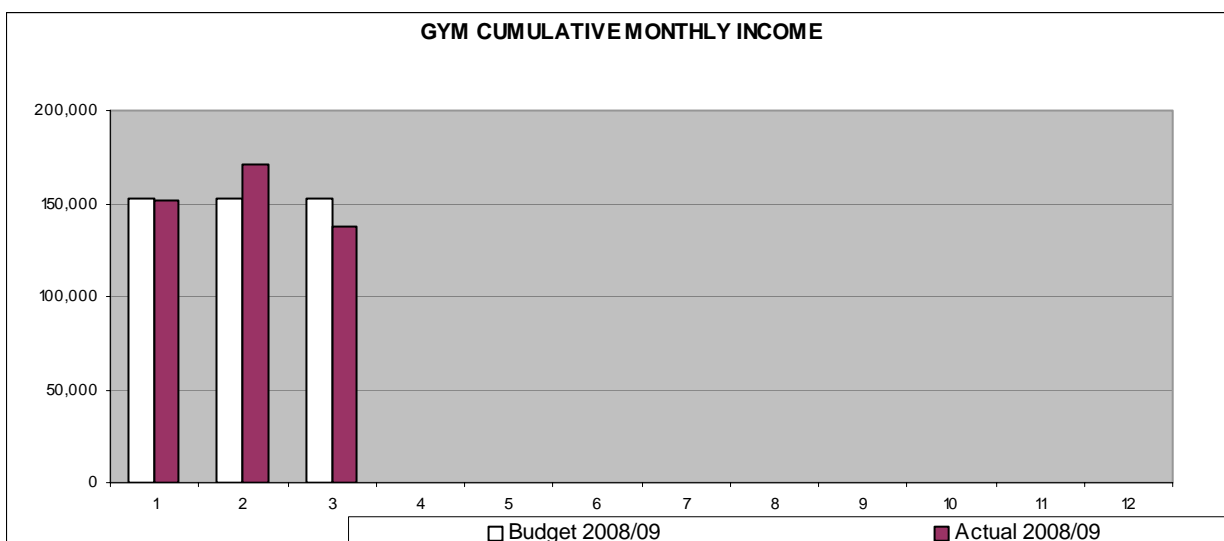
Building Control (Inspection Fees & Application Fees) 2008/09



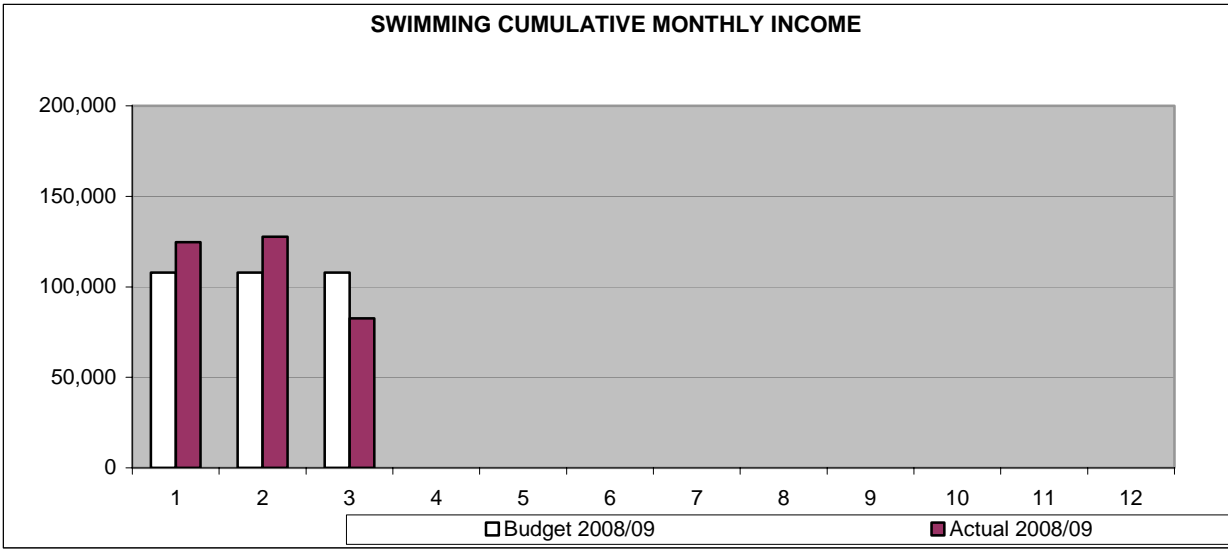
Planning (Application Fees & Pre-Planning Advice) 2008/09



Gym and Swim Income 2008/09



SWIMMING CUMULATIVE MONTHLY INCOME



MONITORING REPORT FROM CHIEF EXECUTIVE

DATE: 30 June 2008

PURPOSE

To update members on activity within the Corporate Services Directorate during the period to 30 June 2008.

BACKGROUND

The Chief Executive reports a projected overspend against approved estimate of £73k overall, the same as the previous month.

There were two main movements in the approved estimates in June:

1) a £35k transfer of funding from the Learning & Care directorate to Finance within Corporate Services for a Welfare Benefits visiting officer

2) a reclassification of the Corporate Consultation budget (£116k) from “Corporate Performance and Development” to “Democratic Services” within Corporate Services.

SPECIFIC AREAS FOR ATTENTION

Revenue

The main budget variance remains the reduction in income from local land charges (£100k). For reasons previously noted, more personal searches are being carried out at £11 (too low to cover RBWM's costs) than full searches at £120. RBWM hoped to encourage more full searches to be carried out by house buyers by offering block discounts to solicitors and HIPs providers. However the continued difficult state of the housing market means the position is unlikely to improve.

Publication costs for Around the Royal Borough are expected to be slightly higher than budgeted (£10k), Windsor Town Centre Partnership income is £10k lower, there is a one-off charge of £16k from Thames Valley Magistrates Courts and a carry forward of costs from 2006/7 for the Confirm software used in the CSC will cost an extra £17k. This has been offset by savings within Legal Services (-£80k).

Capital Programme

There have been no changes to the corporate services capital budget since the approval of slippage from 2007/8 into 2008/0, no additional expenditure or slippage has been identified.

Programme Status

The following progress on Corporate Services schemes is reported as at June 2008

	May Monitoring	June Monitoring
Number of Schemes in Programme	24	24
Yet to Start	0%	0%
In Progress	96%	96%
Completed	0%	0%
Ongoing Annual Programme	4%	4%

MONITORING REPORT FROM DIRECTOR OF LEARNING & CARE

DATE: 24th July 2008

PURPOSE

To update members on activity within the Learning & Care Directorate during the period to 30th June 2008.

BACKGROUND

The total Learning and Care Budget is projected to be overspent by £320k. Early estimates of projected outturn for 2008-09 suggest that the Children's Services budget will be overspent by £231k, Adult Social Care by £84k and Housing Services by £5k.

SPECIFIC AREAS FOR ATTENTION

Revenue Budget

Children & Young People – Central Schools Budget (DSG)

Expenditure to date on the out-of-borough special school placements budget suggests that this budget will be overspent by around £120k. This is a DSG funded demand led budget which was similarly overspent by around £100k in 2007-08. The main reason for the overspend is a combination of a higher than expected number of placements and increases in charges above that which was budgeted for. Any overspend against the ring-fenced Dedicated Schools Grant (DSG) budget will be carried forward into the following year with consequentially zero effect on the Local Authority funded budget.

Children & Young People – LA funded Budget

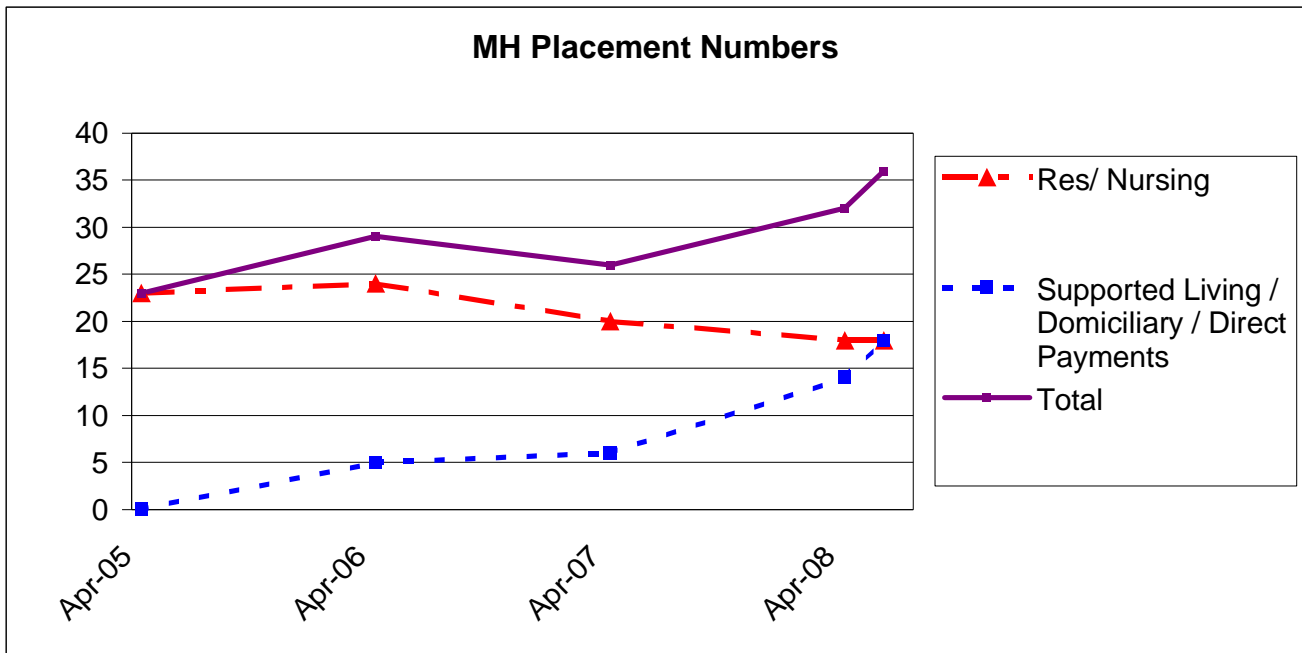
The LA funded Children and Young People's budget currently shows a projected overspend of £231k, an increase of £184k on the £47k overspend reported last month. The main pressures are in high-cost demand-led budgets such as Home to School Transport, and residential care for disabled and looked after children. The pressure on the Home to School Transport budget, mainly in respect of post 16 SEN pupils, has increased slightly in the last month, but the main change relates to the disabled children residential budget, where, like last year, the high cost of placements continues to put pressure on the budget in spite of one service user due to transfer to adult care during the course of the year. The looked after children's budget also faces pressures as a result of new relatively high cost placements. These pressures are partly offset by lower than budgeted payments to external fostering agencies, where the number of children placed in more expensive agency foster care as opposed to internal foster care has reduced to just two.

Delays in the move of the former Castle Hill Youth centre to Marlow Road as well as higher costs projected for the reprovisioning of outdoor education projects have contributed to a projected £77k pressure on the Youth Service budget.

Adult Social Care

The most significant pressure on Adult Social Care currently stems from increasing demand for Mental Health Services. Pressures include expensive transition placements for service users moving from Children's services to Adult placements; the scarcity of suitable placements for high risk clients means that providers can command high prices; the growing number of services users with an Autistic Spectrum Disorder (ASD) which involve high cost placements. Actions to tackle these pressures include the implementation of the ASD team and thorough review of placements. Difficulties in securing continuing health care funding for Adult Mental Health clients also has an impact on budgets.

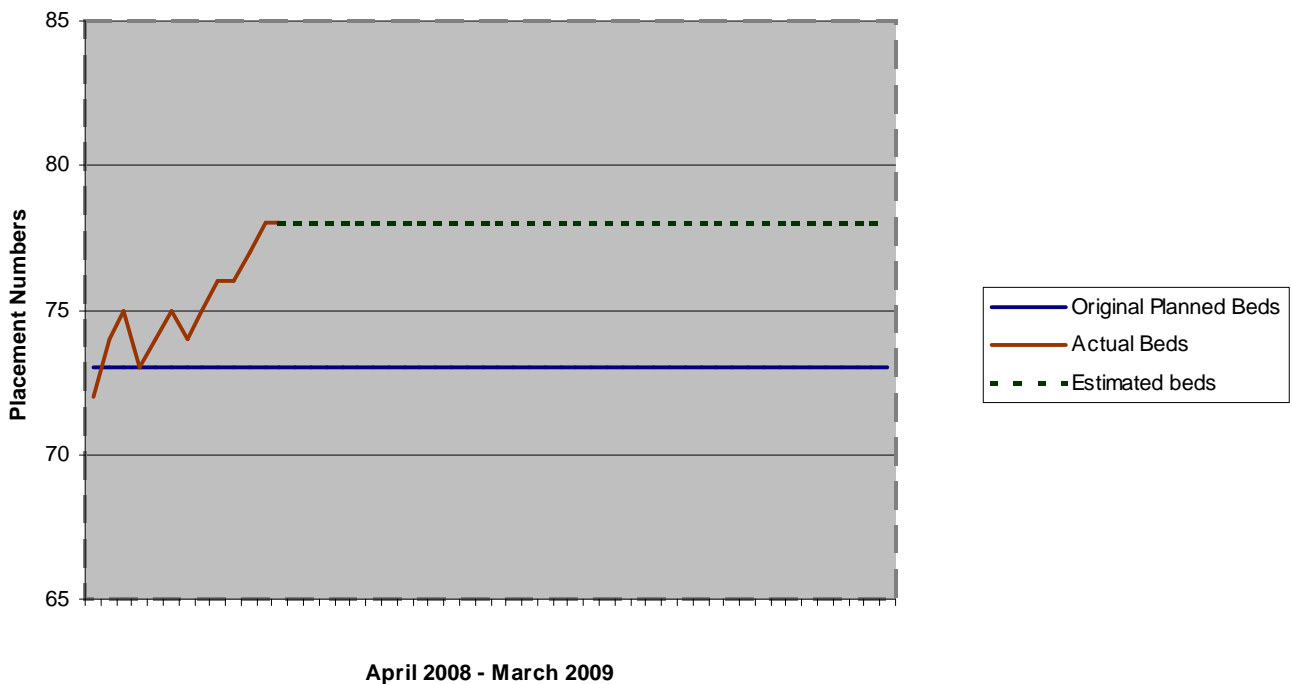
The following graph illustrates the trend in placement numbers in recent years.



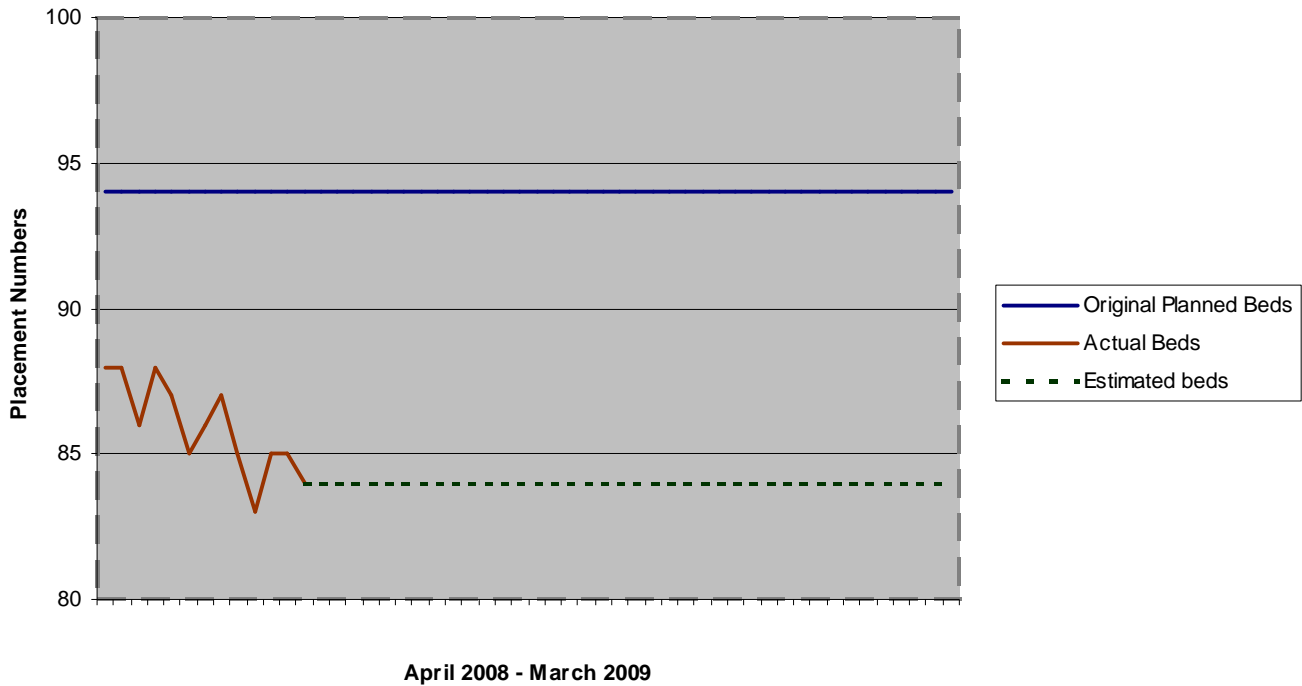
There are also a number of significant variances within Residential and Nursing Services for Older People. There are three main reasons for these variances: (i) volume and cost variances for Spot purchased Residential and Nursing placements (ii) level of contributions from both service users and health sector (iii) under-recovery of income from income-sharing agreement with private sector.

(i) Numbers of Spot purchased Residential placements are above budget while Nursing placements are declining. Average weekly prices for Residential placements are below budget while those for Nursing are above budget. This is giving volume variances of +£69k and -£296k respectively with cost variances of -£28k and +£63k. The graphs below illustrate the number of Residential and Nursing placements made in the current financial year.

Spot Residential Placements - Older People



Spot Nursing Placements - Older People



(ii) Variations in numbers of placements have a direct impact on the number of service user contributions that are received. The declining number of Nursing placements also directly impacts on the level of Free Nursing Care contributed by the health sector. This is mitigated by the fact that the average contribution from each service user is currently above the level in the budget. The net effect of these factors is a £9k pressure on income.

(iii) There is a significant pressure arising from an income sharing agreement with one of our block providers. RBWM are entitled to a share of the sale price of beds sold privately by the care provider. However, the low sales volume has resulted in smaller returns to RBWM. We are working closely with the provider to address the situation.

Housing Services

The lack of availability of three bedroom accommodation for larger homeless families is causing pressure on the budget for temporary accommodation. This pressure is offset by a saving against Supporting People care budgets.

Capital Budget

The Directorate's approved gross expenditure budget of £17.938 million (including schools devolved formula capital projects totalling £2.996 million) looks likely to be overspent by £83k based on the best information available at the end of the first quarter. This is mainly due to a handful of projects where the tender costs have come in higher than expected. The largest projected overspends relate to three projects, Ray Mill Road refurbishment (+ £36k), Woodlands Park (+ £45k), and Kings Court kitchen upgrade (+ £55k), and have been partly offset by a projected underspend on Charters kitchen upgrade which is no longer needed in this financial year.

REVENUE BUDGET MONITORING STATEMENT

SUMMARY	Budget	2008/09 Approved Estimate	Variance
	£000	£000	£000
Learning & Care			
Children & Young People	13,008	15,660	231
Adult Social Care	29,143	29,502	84
Director's Office	393	368	0
Strategy & Resources	1,897	2,383	0
Housing	908	1,020	5
Specific Government Grants	(1,835)	(547)	0
Total Learning & Care	<u>43,514</u>	<u>48,386</u>	<u>320</u>
Community Services			
Highways & Engineering	3,540	3,890	0
Streetcare & Operations	4,215	4,215	0
Planning Services	2,291	2,291	0
Public Protection & Sustainability	9,767	9,890	0
Asset Management	(760)	(760)	0
Leisure Services	2,563	2,615	0
Libraries, Information, Arts & Heritage	2,902	2,917	0
Parking Services	(2,812)	(2,772)	150
Corporate Management	512	512	0
Total Community Services	<u>22,218</u>	<u>22,798</u>	<u>150</u>
Corporate Services			
Corporate Management	651	651	0
Democratic Services	2,818	2,818	20
Legal Services	1,049	1,049	36
Corporate Performance and Development	875	1,042	0
Business Improvement	2,753	2,753	0
Customer Service Centre	1,115	1,172	17
Finance	2,932	2,983	0
Human Resources	1,696	1,696	0
Procurement	347	347	0
Total Corporate Services	<u>14,236</u>	<u>14,511</u>	<u>73</u>
TOTAL EXPENDITURE	<u>79,968</u>	<u>85,695</u>	<u>543</u>
Contribution from Earmarked Reserve *	0	(375)	0
Corporate Initiatives	(376)	(376)	44
Levies-			
Environment Agency	130	130	0
Capital Financing inc Interest Receipts	5,414	5,414	(200)
NET REQUIREMENTS	<u>85,136</u>	<u>90,488</u>	<u>387</u>
Less - Special Expenses	(1,075)	(1,075)	0
Transfer (from)/ to balances	0	(167)	(387)
GROSS COUNCIL TAX REQUIREMENT	<u>84,061</u>	<u>89,246</u>	<u>0</u>
Working Balances	5,735	5,755	5,588
Transfer from/to balances	0	(167)	(387)
	<u>5,735</u>	<u>5,588</u>	<u>5,201</u>

LEARNING & CARE DIRECTLY MANAGED COSTS	2008/09		Variance- Manager's Forecast	Notes
	Budget	Approved Estimate		
	£000	£000	£000	
INDIVIDUAL SCHOOLS BUDGET				
Expenditure	79,495	83,620	0	
Income	(17,116)	(20,417)	0	
Net	62,379	63,203	0	
CENTRALLY MANAGED DSG				
Expenditure	14,326	13,164	120	1
Income	(3,542)	(3,501)	0	
Net	10,784	9,663	120	
DEDICATED SCHOOLS GRANT				
Expenditure	0	0	(120)	2
Income	(73,432)	(73,044)	0	
Net	(73,432)	(73,044)	(120)	
LOCAL AUTHORITY FUNDED EDUCATION & CHILDREN'S SERVICES				
Expenditure	20,192	20,137	213	3,4,5,6,7,8,9
Income	(6,915)	(4,299)	18	10
Net	13,277	15,838	231	
ADULT SOCIAL CARE				
Expenditure	40,143	40,446	(113)	11,13,14,17,18,19,20
Income	(11,000)	(10,944)	197	12,15,16
Net	29,143	29,502	84	
DIRECTOR'S OFFICE				
Expenditure	393	368	0	21
Income	0	0	0	
Net	393	368	0	
STRATEGY & RESOURCES				
Expenditure	2,335	2,790	0	
Income	(438)	(407)	0	
Net	1,897	2,383	0	
HOUSING				
Expenditure	2,811	2,813	5	22,23
Income	(1,903)	(1,793)	0	
Net	908	1,020	5	
SPECIFIC GOVERNMENT GRANTS				
Expenditure	0	0	0	
Income	(1,835)	(547)	0	
Net	(1,835)	(547)	0	
TOTAL DIRECTLY MANAGED COSTS	43,514	48,386	320	

LEARNING & CARE

Note	Explanation
1	<p><u>Out-of-Borough Special school placements - DSG funded</u> Approved gross estimate: £3,715k Variation: + £120k First reported at Cabinet: Jul 08 Out of Borough special school placements are typically very expensive and can cost up to £2k-3k per week. The budget was £100k overspent in 2007-08. This budget covers 50% of the 17 placements joint funded with children's safeguarding and the full cost of the c.60 SEN placements funded entirely by the central Schools Budget. An analysis of the costs to date suggests the budget will again be overspent by around £120k. Although the base budget was uplifted by more than inflation to reflect the typically high increase in fees, this may not have been sufficient to cover actual costs. Because expenditure in the Schools Budget is funded by the ring-fenced Dedicated Schools Grant, the overspend will be a first call on next year's DSG, with no effect on the Local Authority funded budget in 2008-09. Action: by Head of Children's Services</p>
2	<p><u>Dedicated Schools Grant</u> Approved gross estimate: £73,044k Variation: - £120k First reported at Cabinet: Jul 08 The total overspend reported above will be carried forward into the next year and be a first call on the 08-09 DSG. Action: by Head of Children's Services</p>
3	<p><u>Home to School Transport</u> Approved gross estimate: £2,072k Variation: +£60k (+£50k) First reported at Cabinet: Jun 08 The cost of transporting SEN pupils is typically hard to predict because a large number of journeys are made by taxi, and because of unpredictable demand patterns. The largest increase in transport activity is among SEN pupils, both pre and post 16. This, together with other pressures, such as a previously contracted local bus service becoming commercial, suggests that the Home to School Transport budget will be overspent by around £60k. Other pressures may emerge during the course of the year. They include: an increased requirement for passenger assistants on SEN routes, the impact on contract prices of new legislation requiring drivers to have private hire licenses, and increased transport requirement arising out of establishment of safe routes to school. The rising cost of fuel may also have an impact when contracts are renewed later in the year. Action: by Head of Children's Services</p>
4	<p><u>Traded services to schools</u> Approved gross estimate: Variation: +£0 (+£50k) First reported at Cabinet: Jun 08 Last month we reported a pressure of £50k relating to unachievable income for services delivered both internally and externally by the Learning & Achievement team. One-off income has been found from other areas of the budget to offset this pressure. Action: by Head of Children's Services</p>

LEARNING & CARE

Note	Explanation
5	<p><u>Residence order allowances</u> Approved gross estimate: £171k Variation: + £25k (+£29k) First reported at Cabinet: Jun 08 The first quarter payments for residence order allowances suggests that there will be a projected overspend for the year of £25k. This is slightly less than reported last month but still consistent with the pattern of pressures on this budget seen at the end of last financial year. Whilst unit costs are relatively stable, the number of users receiving payments (around 30) is slightly higher than expected. Residence order allowances are paid where children are being looked after by closed relatives other than parents. They are a cheaper and in most cases more appropriate alternative to foster care or residential care. Action: by Head of Children's Services</p>
6	<p><u>Disabled children</u> Approved gross estimate: £827k Variation: + £65k (-£30k) First reported at Cabinet: Jun 08 The disabled children budget was overspent in 2007-08 by £102k. Whilst the number of placements has decreased by one compared with last year (11 disabled children currently have residential placements), the individual cost of placements remains high, and the budget looks likely to be overspent by £65k in 2008-09. Action: by Head of Children's Services</p>
7	<p><u>Looked after children</u> Approved gross estimate: £825k Variation: +£56k First reported at Cabinet: Jul 08 Unexpected changes in demand for residential places can have a disproportionately significant effect on the budget because of the high cost of placements. Whilst the full year financial effect of users who started their placements last year has been budgeted for, a new placement starting in June 2008 and costing around £2,500 per week has resulted in a potential overspend of £56k on the looked after children budget. Action: by Head of Children's Services</p>
8	<p><u>Agency foster care payments</u> Approved gross estimate: £150k Variation: -£52k (-£52k) First reported at Cabinet: Jun 08 Currently only two children are placed in care through independent foster agencies at a cost of between £700 and £1200 per week. This is fewer than last year and is likely to result in a projected underspend for the year of £52k. Children are placed in agency foster care only when a suitable internal placement cannot be found. Action: by Head of Children's Services</p>
9	<p><u>Youth & Community - Expenditure</u> Approved estimate: £2,693k Variation: +£59k First reported at Cabinet: July 08 There are pressures on the Youth & Community Services budget of £25k due to the delays in moving to premises in Marlow Road. Running costs such as utilities and cleaning continue to be incurred although the budget has been reduced to reflect the transfer of costs to facilities management within the Community Services budget. The transfer of budget to Marlow Road in respect of a post that continues to be funded by the Youth Service has created an additional pressure of £10k. There are on-going pressures of £24k on the Outdoor Education projects due to demand for the service. Service delivery is under review.</p>

LEARNING & CARE

Note	Explanation
	Action: by Head of Children's Services

LEARNING & CARE

Note	Explanation
10	<p><u>Youth & Community - Income</u> Approved estimate: £504k Variation: +£18k First reported at Cabinet: July 08 There is a pressure of £28k on the income budgets for Outdoor Education projects budgets linked to review of the service as current income targets are unachievable. This is in part offset by settlement of an insurance claim relating to 2006/07 for £10k. Action: by Head of Children's Services</p>

LEARNING & CARE

Note	Explanation
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LEARNING & CARE

Note	Explanation
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COMMUNITY SERVICES DIRECTLY MANAGED COSTS	2008/09		Variance- Manager's Forecast	Notes
	Budget	Approved Estimate		
	£000	£000	£000	
HIGHWAYS & ENGINEERING including:- Street Lighting, Winter Maintenance & Public Transport Support				
Expenditure	4,587	4,587	0	
Income	(1,047)	(697)	0	
Net	3,540	3,890	0	
STREETCARE & OPERATIONS including:- Highway Maintenance and Amenity Litter				
Expenditure	4,853	4,856	0	
Income	(638)	(641)	0	
Net	4,215	4,215	0	
PLANNING SERVICES				
Expenditure	4,682	4,682	(20)	1,3
Income	(2,391)	(2,391)	20	2
Net	2,291	2,291	0	
PUBLIC PROTECTION & SUSTAINABILITY including:- Refuse Collection & Disposal, Recycling, Env Health & Trading Standards				
Expenditure	9,979	10,095	0	
Income	(212)	(205)	0	
Net	9,767	9,890	0	
ASSET MANAGEMENT including:- Industrial & Commercial Estates & Administrative Buildings				
Expenditure	3,547	3,547	0	
Income	(4,307)	(4,307)	0	
Net	(760)	(760)	0	
LEISURE SERVICES including;_ Parks, Cemeteries & Leisure Centres				
Expenditure	9,604	9,656	0	
Income	(7,041)	(7,041)	0	
Net	2,563	2,615	0	
LIBRARIES, INFORMATION, ARTS & HERITAGE				
Expenditure	3,137	3,152	0	
Income	(235)	(235)	0	
Net	2,902	2,917	0	
PARKING SERVICES				
Expenditure	3,858	3,858	0	
Income	(6,670)	(6,630)	150	4
Net	(2,812)	(2,772)	150	
CORPORATE MANAGEMENT				
Expenditure	522	522	0	
Income	(10)	(10)	0	
Net	512	512	0	
TOTAL DIRECTLY MANAGED COSTS	22,218	22,798	150	

Portfolio Summary	2008/2009 ORIGINAL BUDGET			2008/2009 APPROVED ESTIMATE				PROJECTIONS						
	Gross (£'000)	Income (£'000)	Net (£'000)	Gross (£'000)	Income (£'000)	Net (£'000)	Actual (£'000)	GROSS EXPENDITURE						
								2008/09 Gross Expenditure Projected (£'000)	2009/10 SLIPPAGE Projected (£'000)	TOTAL Gross EXPENDITURE Projected (£'000)	VARIANCE Projected (£'000)	VARIANCE Projected (%)		
Corporate Services														
Business Improvement	1,196	0	1,196	1,298	0	1,298	(188)	1,298	0	1,298	0	0		
CSC	154	0	154	320	(59)	261	8	320	0	320	0	0.0		
Other	225	(10)	215	347	(16)	331	93	347	0	347	0	0.0		
Total Corporate Services	1,575	(10)	1,565	1,965	(75)	1,890	(87)	1,965	0	1,965	0	0.0		
Community Services														
Local Transport Plan	4,534	(1,540)	2,994	4,828	(1,603)	3,225	(196)	4,828	0	4,828	0	0.0		
Operations	685	(25)	660	931	(25)	906	3	931	0	931	0	0.0		
Public Protection	760	(510)	250	798	(510)	288	163	768	0	768	(30)	(3.8)		
Planning	147	(11)	136	165	(31)	134	4	165	0	165	0	0.0		
Library & Information Service	1,584	(470)	1,114	2,030	(633)	1,397	8	1,955	100	2,055	25	0.0		
Leisure Centres	595	(225)	370	626	(225)	401	(3,837)	626	0	626	0	0.0		
Outdoor Facilities	2,285	(2,250)	35	2,601	(2,551)	50	148	2,571	30	2,601	0	0.0		
Asset Management	1,647	0	1,647	1,826	0	1,826	122	1,826	0	1,826	0	0.0		
Car Park Schemes	1,585	(1,485)	100	1,783	(1,683)	100	129	1,736	0	1,736	(47)	(2.6)		
Total Community Services	13,822	(6,516)	7,306	15,588	(7,261)	8,327	(3,456)	15,406	130	15,536	(52)	(6.4)		
Learning & Care														
Adult Social Care	146	(80)	66	121	(43)	78	(4)	121	0	121	0	0.0		
Children & Young People - General	0	0	0	1,466	(133)	1,333	453	1,466	0	1,466	0	0.0		
Children & Young People - Schools (Form)	3,180	(3,180)	0	2,996	(2,996)	0	1,183	2,996	0	2,996	0	0.0		
Children & Young People - Schools (Other)	10,922	(9,080)	1,842	11,062	(9,695)	1,367	996	11,096	0	11,096	34	0.3		
Housing	1,764	(1,724)	40	2,039	(1,999)	40	0	2,039	0	2,039	0	0.0		
Learning & Care - General	171	(121)	50	254	(204)	50	(12)	254	0	254	0	0.0		
Total Learning & Care	16,183	(14,185)	1,998	17,938	(15,070)	2,868	2,616	17,972	0	17,972	34	0.3		
Total Committed Schemes	31,580	(20,711)	10,869	35,491	(22,406)	13,085	(927)	35,343	130	35,473	(18)	(.1)		
External Funding	(£'000)			(£'000)				(£'000)						
Government Grants	(13,470)			(14,095)				(14,085)						
Developers' Contributions	(6,830)			(7,868)				(7,903)						
Other Contributions	(411)			(443)				(443)						
Total External Funding Sources	(20,711)			(22,406)				(22,431)						
Total Corporate Funding	10,869			13,085				12,912						