

REVENUE BUDGET MONITORING STATEMENT

SUMMARY	Budget	2008/09 Approved Estimate	Variance
	£000	£000	£000
Learning & Care			
Children & Young People - DSG funded	73,160	73,045	155
Dedicated Schools Grant	(73,432)	(73,269)	(155)
Children & Young People - LA funded	13,280	16,198	192
Adult Social Care	29,143	29,511	(568)
Director's Office	393	287	0
Strategy & Resources	1,897	2,565	(60)
Housing	908	956	(10)
Specific Government Grants	(1,835)	(534)	157
Total Learning & Care	43,514	48,759	(289)
Community Services			
Highways & Engineering	3,540	3,894	80
Streetcare & Operations	4,215	4,221	5
Planning Services	2,291	2,323	5
Public Protection & Sustainability	9,773	9,748	(380)
Asset Management	(760)	(728)	(115)
Leisure Services	2,563	2,620	(15)
Libraries, Information, Arts & Heritage	2,902	2,922	(20)
Parking Services	(2,812)	(2,767)	370
Corporate Management	512	472	5
Total Community Services	22,224	22,705	(65)
Corporate Services			
Corporate Management	651	651	(82)
Democratic Services	2,818	2,798	(118)
Legal Services	683	701	67
Corporate Performance and Development	875	1,258	(73)
Business Improvement	2,753	2,747	58
Customer Service Centre	1,115	1,262	89
Finance	3,478	3,545	4
Human Resources	1,696	1,651	(18)
Procurement	347	389	0
Total Corporate Services	14,416	15,002	(73)
TOTAL EXPENDITURE	80,154	86,466	(427)
LABGI receipt	0	(97)	0
Contribution from Earmarked Reserve	0	(843)	0
Contribution to Capital Reserve	0	297	0
Contribution to Economic Contingency Reserve	0	1,200	0
Corporate Initiatives	(376)	(331)	202
Levies-			
Environment Agency	130	130	0
Capital Financing inc Interest Receipts	5,414	5,414	(1,150)
NET REQUIREMENTS	85,322	92,236	(1,375)
Less - Special Expenses	(1,075)	(1,075)	0
Transfer (from)/ to balances	0	(1,885)	1,375
GROSS COUNCIL TAX REQUIREMENT	84,247	89,276	0
Working Balances	5,735	5,755	3,870
Transfer from/to Balances	0	(1,885)	1,375
	<u>5,735</u>	<u>3,870</u>	<u>5,245</u>
Commitment On Balances To Carry Forward to 2009-10			(237)
Uncommitted Balances	<u>5,735</u>	<u>3,870</u>	<u>5,008</u>

* With effect from 1st April 2008, area based grants are treated as general grants and are used to fund the overall gross council tax requirement. The approved estimate has been adjusted to reflect this requirement, and the £5,218k is now incorporated with formula grant and non-domestic rates income in order to achieve a balanced budget. The transfers to and from the balances have been adjusted accordingly.

LEARNING & CARE DIRECTLY MANAGED COSTS	2008/09		Variance- Manager's Forecast	Notes
	Budget	Approved Estimate		
	£000	£000	£000	
CHILDREN & YOUNG PEOPLE - DSG FUNDED SCHOOLS BUDGET				
INDIVIDUAL SCHOOLS BUDGET				
Expenditure	79,495	84,914	0	
Income	(17,116)	(21,136)	0	
Net	62,379	63,778	0	
CENTRAL SCHOOLS BUDGET				
Expenditure	14,324	12,934	155	1-8
Income	(3,543)	(3,667)	0	
Net	10,781	9,267	155	
DEDICATED SCHOOLS GRANT				
Expenditure	0	(225)	(155)	9
Income	(73,432)	(73,044)	0	
Net	(73,432)	(73,269)	(155)	
TOTAL DSG FUNDED SCHOOLS BUDGET	(272)	(224)	0	
LA FUNDED LEARNING & CARE				
CHILDREN & YOUNG PEOPLE - LA FUNDED				
Expenditure	20,193	20,481	125	10-19, 35
Income	(6,913)	(4,283)	67	20
Net	13,280	16,198	192	
ADULT SOCIAL CARE				
Expenditure	40,143	41,139	(514)	21,23,,26-32,35
Income	(11,000)	(11,628)	(54)	22,24,25
Net	29,143	29,511	(568)	
DIRECTOR'S OFFICE				
Expenditure	393	287	0	
Income	0	0	0	
Net	393	287	0	
STRATEGY & RESOURCES				
Expenditure	2,335	3,014	(60)	35
Income	(438)	(449)	0	
Net	1,897	2,565	(60)	
HOUSING				
Expenditure	2,811	2,829	(10)	33,34,35
Income	(1,903)	(1,873)	0	
Net	908	956	(10)	
SPECIFIC GOVERNMENT GRANTS				
Expenditure	0	0	0	
Income	(1,835)	(534)	157	
Net	(1,835)	(534)	157	
TOTAL LA FUNDED LEARNING & CARE	43,786	48,983	(289)	
TOTAL DIRECTLY MANAGED COSTS	43,514	48,759	-289	

LEARNING & CARE

Note	Explanation
1	<p><u>Payments to Early Years PVI providers</u> Approved gross estimate: £3,040k Variation: -£86k (-£95k) First reported at Cabinet: Aug 08 RBWM pays grant to private, voluntary and independent nursery and childcare providers up to 12.5 hours per child per week for 3 and 4 year olds under the Government's policy for the free entitlement to nursery education and childcare. Take-up of places can vary between terms. Most payments to providers have now been made for the spring term and the outturn on this budget now looks to be £86k underspent. Action: by Head of Children's Services</p>
2	<p><u>Inclusion service</u> Approved gross estimate: £2,124k Variation: -£118k (-£112k) First reported at Cabinet: Aug 08 The Inclusion service, including behaviour support services, the prus, and services for ethnic minority children, now projects an underspend for the year of £118k. This is mainly due to management vacancies. Action: by Head of Children's Services</p>
3	<p><u>Admissions</u> Approved gross estimate: £180k Variation: +£3k (+£10k) First reported at Cabinet: Feb 09 The school admissions team reports a small projected overspend for the year, but less than reported last month. Action: by Head of Children's Services</p>
4	<p><u>Out-of-Borough Special school placements - DSG fundec</u> Approved gross estimate: £3,715k Variation: +£978k (+£978k) First reported at Cabinet: Jul 08 Out of Borough special school placements are typically very expensive and cost anything up to £3k-4k per week. The budget was £100k overspent in 2007-08. This budget covers 50% of the 20 children in care joint funded with safeguarding and the full cost of the SEN placements funded entirely by the central Schools Budget (currently around 75). Throughout the year this budget had been under considerable pressure as a result of an unusual increase in the number of placements. This level of expenditure, based on the costs of known children in care, is likely to continue next year, and Schools Forum have agreed to an increase in budget in 2009-10 to meet the expected costs. Action: by Head of Children's Services</p>
5	<p><u>SEN recoupment</u> Approved gross estimate: £1,217k Variation: -£234k (-£240k) First reported at Cabinet: Nov 08 The process of inter-authority recharges for the additional SEN costs of children in other LA schools is known as recoupment. RBWM spends over £1m on the SEN costs of RBWM children in other LAs' schools, but recoups as much through charges to OLAs for their children in our schools. The net costs of provision are not finalised until schedules of pupils in other authorities schools have been agreed, usually well after the year end, and consequently large provisions have been brought forward from previous years to cover these expected costs. The size of provisions have now been scaled back in light of the most recent information about SEN pupils in OLAs, resulting in around £234k being released in the current year. Action: by Head of Children's Services</p>

LEARNING & CARE

Note	Explanation
6	<p><u>Contingency for SEN adjustments</u> Approved gross estimate: £80k Variation: +£6k (+£3k) First reported at Cabinet: Nov 08 The SEN statements contingency budget funds schools for in-year changes in their pupils with high level SEN needs. The largest number of changes takes place in September and the latest projection suggests this budget remain largely on target. Action: by Head of Children's Services</p>
6a	<p><u>Sensory Consortium</u> Approved gross estimate: £1,293k Variation: -£70k (£nil) First reported at Cabinet: Apr 09 Additional buyback income from schools as been generated by the sensory consortium service through provision of its services to schools in other Local Authority areas Action: by Head of Children's Services</p>
7	<p><u>Maternity insurance for schools</u> Approved gross estimate: £107k Variation: +£130k (+£121k) First reported at Cabinet: Aug 08 The DSG funds an insurance scheme to cover the additional costs to schools of staff who are on maternity leave. This year has seen a larger than usual number of staff taking maternity leave and an increased number of claims. Action: by Head of Children's Services</p>
8	<p><u>Central school services - school specific contingency</u> Approved gross estimate: £360k Variation: -£454k (-£405k) First reported at Cabinet: Aug 08 The projected underspend on the schools contingency budget has increased by £49k compared with last month. The main reason for this change is that this year there have been no claims from schools for one-off contingency funding. As reported previously, most of the remaining underspend relates to a reduction in rates payable arising out of a reassessment of rateable values in around 40 schools, service contract refunds, and a decrease in demand for one-off contingency allocations from schools Action: by Head of Children's Services</p>
9	<p><u>Dedicated Schools Grant</u> Approved gross estimate: £73,044k Variation: -£155k (-£260k) 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 09-10 DSG. Action: by Head of Children's Services</p>
10	<p><u>Home to School Transport</u> Approved gross estimate: £2,072k Variation: +£160k (+£160k) First reported at Cabinet: Jun 08 The Home to School Transport budget looks likely to overspend by £160k, as reported previously. Transport contracts are up for renewal in the spring but the budget is likely to remain under pressure in 2009-10. An additional budget allocation of £100k was agreed for 2009-10 to help meet the rising cost of this service. Action: by Head of Children's Services</p>
10a	<p><u>Premature retirement costs</u> Approved gross estimate: £272k Variation: - £11k (£nil) First reported at Cabinet: Apr 09 The joint arrangement costs for premature retirement costs in respect of ex Berkshire CC employees recently notified by Reading BC were less than budgeted. Action: by Head of Children's Services</p>

LEARNING & CARE

Note	Explanation
11	<p><u>Area Teams - School Attendance</u> Approved gross estimate: £266k Variation: - £18k (- £23k) First reported at Cabinet: Feb 09 Staff vacancies in the Education Welfare Service have been filled later than expected, although additional legal costs in month 12 have reduced the anticipated underspend. Action: by Head of Children's Services</p>
11a	<p><u>Child and Adolescent Mental Health Services</u> Approved gross estimate: £156k Variation: - £156k (£nil) First reported at Cabinet: Apr 09 Services for CAMHS is a major government priority and RBWM has been allocated over £400k over three years in the form of an Area Based Grant allocation to support this initiative. CAMHS is a strategic priority within RBWM. Failure to recruit suitable educational psychologists after two attempts has meant that the project has been slower to start than expected, resulting in an underspend of £156k. There are plans to spend the full three year allocation in 2009-10 and 2010-11. Action: by Head of Children's Services</p>
11b	<p><u>Teenage pregnancy</u> Approved gross estimate: £99k Variation: - £25k (£nil) First reported at Cabinet: Apr 09 A new clinic for sexual health commenced much later than planned resulting in a projected underspend of £25k. Action: by Head of Children's Services</p>
11c	<p><u>Extended services - start up</u> Approved gross estimate: £159k Variation: - £56k (£nil) First reported at Cabinet: Apr 09 Extended services start up funding is an ABG allocation and is pooled with other extended services standards fund and surestart grants to help schools deliver extended services. Most of the funding is devolved directly to schools, but some is retained centrally for co-ordination. This central budget looks likely to underspend in 2008-09 but there are plans to earmark this underspend for 2009-10 to extend the support provided to schools through the disadvantage subsidy. Action: by Head of Children's Services</p>
12	<p><u>Speech and Language therapy</u> Approved gross estimate: £297k Variation: + 18k (£nil) First reported at Cabinet: Nov 08 Unexpected costs for occupational therapy provided by the PCT have resulted in a projected £18k overspend on this budget. Action: by Head of Children's Services</p>
13	<p><u>Residence order allowances</u> Approved gross estimate: £171k Variation: + £67k (+£62k) First reported at Cabinet: Jun 08 The cost of guardianship allowances has increased as a result of an increase from 2 individual payments per month for most of the year to 11 payments to individuals in month 12. Whilst the part year cost of this increase has been relatively small, the budget is likely to be under significant pressure in 2010-11. Action: by Head of Children's Services</p>

LEARNING & CARE

Note	Explanation
14	<p><u>Disabled children</u> Approved gross estimate: £827k Variation: + £145k (+£123k) First reported at Cabinet: Jun 08 The disabled children budget was overspent in 2007-08 by £102k. The projected outturn has increased by a further £22k this month because of the summer and autumn term costs of additional care for one child. These had not previously been invoiced or accounted for. Action: by Head of Children's Services</p>
15	<p><u>Looked after children</u> Approved gross estimate: £825k Variation: +£64k (+£64k) First reported at Cabinet: Jul 08 The high cost of placements and unexpected demand for residential places can have a disproportionately significant effect on the budget. This has been the case in recent months where new high cost placements have put additional pressure on the budget. The projected outturn for the year has not changed from the overspend reported last month. Action: by Head of Children's Services</p>
16	<p><u>Agency foster care payments</u> Approved gross estimate: £150k Variation: - £54k (-£73k) First reported at Cabinet: Jun 08 Children are placed in agency foster care at an average cost of between £700 and £1200 per week only when a suitable internal placement cannot be found. The projected underspend reflects the reduced numbers of children placed with external foster carers compared with last year, but this underspend has reduced since last month because of additional payments to one service user following a court ruling Action: by Head of Children's Services</p>
17	<p><u>Internal foster care</u> Approved gross estimate: £958k Variation: +8k (+£4k) First reported at Cabinet: Sep 08 Foster care payments are paid to RBWM's foster parents in the form of monthly and annual allowances. Last year the number of children in internal foster care homes was around 50. The budget is likely to end the year with a small overspend. Action: by Head of Children's Services</p>
18	<p><u>Childcare Lawyers</u> Approved gross estimate: £188k Variation: - £50k (-£50k) First reported at Cabinet: Dec 08 Legal costs in relation to children safeguarding issues are handled through joint arrangements run by Reading Borough Council. The latest information from RBC reports lower than anticipated disbursements, resulting in a forecast underspend of £50k. Action: by Head of Children's Services</p>
19	<p><u>Youth & Community - Outdoor Education</u> Approved estimate: £158k Variation: - £24k (-£24k) First reported at Cabinet: July 08 The previously reported overspend in relation to outdoor Education projects has been reforecast in the light of staff vacancies over the summer months. Action has also been taken to bring back on track other services in the Y&C budget that were previously reporting overspends Action: by Head of Children's Services</p>

LEARNING & CARE

Note	Explanation
20	<p><u>Youth & Community - Outdoor Education Income</u> Approved estimate: (£119k) Variation: +£67k (+£67k) First reported at Cabinet: July 08 Unachievable income in relation to Outdoor Education projects budgets has increased to £67k over the summer months. Action: by Head of Children's Services</p>
21	<p><u>External Homecare - Externally Purchased Hours - Expenditure</u> Approved estimate: £2,384k Variation: £126k (£126k) First reported at Cabinet: Jun 08 Overall the weekly number of hours of home care delivered in excess of budget hours is 180 hours per week. However there has not been an increase in the projected cost of the service as the number of care hours sourced from block providers instead of high and medium cost spot providers has increased Action: by Head of Adult Services</p>
22	<p><u>External Homecare - Externally Purchased Hours - Income</u> Approved estimate: -£834k Variation: -£7k (£-7k) First reported at Cabinet: July 08 There will be additional home care income due from the PCT which is projected to result in an estimated £27k surplus. There is a projected £20k shortfall in income from Meals on Wheels .</p>
23	<p><u>Older Person - Residential & Nursing Care - Expenditure</u> Approved estimate: £9,531k Variation: -£123k (-£123k) First reported at Cabinet: July 08 The average number of Spot purchased Residential placements for the year are 3 above budget while average prices are £1.50 per week above budget level. This results in an overspend of £74k. Nursing Spot purchases are at an average of £9.50 per week below budget although average price per bed has risen £24 per week above budget. This gives rise to an underspend of -£188k. There is an additional underspend of -£15k on Block Nursing Care provision due to a decrease in bed numbers and £6k overspend arising from the cost of an additional respite place. Action: by Head of Adult Services</p>
24	<p><u>Older Person - Residential & Nursing Care - Income from Service Users and Health.</u> Approved estimate: -£3,529k Variation: -£233k (-£233k) First reported at Cabinet: July 08 Average contribution received from service users for Residential and Nursing placements for Older People, are greater than budget. The impact of this is partly offset by the decrease in expected Spot placements . The net effect on service user contributions is over-achievement of income by -£179k and there is also additional third party top-up income of -£46k projected on residential spot placements. However the lower volume of Nursing placements has a direct impact on the amount of Free Nursing Care that can be recovered from the PCT which is causing a pressure of £41k. There is additional service user income of £24k projected for respite care placements. A further £25k is due to be recovered from the PCT relating to their implementation of a change in contribution arrangements for interim elderly care. Action: by Head of Adult Services</p>

LEARNING & CARE

Note	Explanation
25	<p><u>Older Person - Residential & Nursing Care - Other Income</u> Approved estimate: -£257k Variation: +£186k (+£186k) First reported at Cabinet: July 08 There is a significant pressure arising from an income sharing agreement with one of our block Residential & Nursing care providers. RBWM is entitled to a share of income from the sale of beds to non-RBWM service users. The provider is finding it difficult to fill these places and therefore there is a reduction in the expected income to RBWM. Projections are based on current occupancy levels but RBWM are working in partnership with the provider to improve the situation. Action: by Head of Adult Services</p>
26	<p><u>Physical Disability - Expenditure</u> Approved estimate: £475k Variation: -£95k (-£25k) First reported at Cabinet: Jun 08 Expected savings against budgets for Occupational Therapy equipment. The underspend reflects an underspend against the preventative technology grant allocation. This grant will be applied against expenditure on telecare equipment in the Home Care budget. Action: by Head of Adult Services</p>
27	<p><u>Elderly & Physical Disability - Expenditure</u> Approved estimate: £2,166k Variation: -£51k (-£64k) First reported at Cabinet: July 08 £34 savings realised following finalisation of 2007/08 accounts for Emergency Duty Team and Rapid Response & Rehabilitation service. There was an additional anticipated underspend in 2008/09 of £30k but this is now projected to be reduced by £13k once the accounts are finalised Action: by Head of Adult Services</p>
28	<p><u>Physical Disability - Residential and Nursing Care -Expenditure</u> Approved estimate: £1,226k Variation: +£20k (+£20k) First reported at Cabinet: Nov 08 Pressure Arising from 2 additional spot residential placements commencing from September 2008 offset by a reduction of 1 place during December. Action: by Head of Adult Services</p>
29	<p><u>Learning Disability - Expenditure</u> Approved estimate: £13,927k Variation: £0k (-£60k) First reported at Cabinet: Jun 08 Savings of £30k from schemes run by Housing Associations following finalisation of their 2007/08 accounts. Further savings on Learning Disability placements of -£30k due to movements in start dates of expected packages. This will be offset by increased costs of care packages identified during a review of the final year end cost of placements Action: by Head of Adult Services</p>
30	<p><u>Mental Health - External Care - Expenditure</u> Approved estimate: £1,581k Variation: +£140k (+£85k) First reported at Cabinet: July 08 There has been an increase in demand over the year for care placements for service users with a mental health problem including one high cost placement for an 18 year old service user transferring from Children's Services. The projection has been revised to take into account an accounting provision for an expected liability from a prior year which is not now required. However there are also increased costs of care that have been identified during a review of the final year end position Action: by Head of Adult Services</p>

LEARNING & CARE

Note	Explanation																								
31	<p><u>Concessionary Fares - Expenditure</u> Approved estimate: £1,023k Variation: -£200k (-£200k) First reported at Cabinet: Dec 08 Following a recent meeting with bus operators a more realistic estimate of the year end cost can be made and this indicates that there will be an underspend on the Concessionary Fares scheme of £200k in the current year. Action: by Head of Adult Services</p>																								
32	<p><u>Joint Commissioning-Grant Funded Projects - Expenditure</u> Approved estimate: £349k Variation: -£157k and £157k First reported at Cabinet: April 09 £75k of the 2008-9 allocation for Transforming Social Care remains unspent due to a change in the profiling of the project which is funded over 3 years. £82k of Stroke Care Grant is also unspent which is also a 3 year project .These grants (£157k) can be carried forward into 2009-10 as part of the ongoing project funding. There is an offset adjustment under the budget of £534k income for specific government grants to reflect the fact that the grant income will not be drawn down in 2008-9. Action: by Head of Adult Services</p>																								
33	<p><u>Homelessness - Expenditure</u> Approved estimate: £91k Variation: +£60k (+£90k) First reported at Cabinet: Jun 08 A net overspend of £25k is expected on the cost of bed and breakfast accommodation , due to a shortage of three bedroom homes for rent , which has led to longer stays in temporary accommodation by larger families. In addition to the direct cost of temporary accommodation, a net overspend of £45k on interest free loans for deposits on rental properties is also projected, relating to a greater throughput of families in temporary accommodation ,which in turn is giving rise to a projected increase in the provision for bad debts, as the volume of loans has risen. This is offset by a £10k underspend on the Housing Team Action: by Head of Housing</p>																								
34	<p><u>Supporting People - Expenditure</u> Approved estimate: £2,213k Variation: -£70k (-£35k) First reported at Cabinet: Jun 08 Prepayment of invoice in 2007/08 has resulted in a one-off saving in Supporting People care budgets for 2008/09. Action: by Head of Housing</p>																								
35	<p><u>Staffing Budgets</u> Approved estimate: Variation: -£177k (-£7k) First reported at Cabinet: Jun 08 Latest analysis of staffing budgets across the former Learning and Care Directorate, taking account of latest information on vacancies, appointments and the managed vacancy factor, suggests that there will be an underspend of £126k at the end of the year. The breakdown across service areas is as shown below. The projected overspend against safeguarding reflects the net overspend of all safeguarding staff budgets and is mainly due to the cost of filling vacancies in a high risk area of work with agency staff. There have been staff vacancies on the Learning Disability and Mental Health teams</p> <table border="0" data-bbox="181 1688 702 2024"> <tr> <td>Children & Young People Management</td> <td>-£22k</td> </tr> <tr> <td>Education welfare</td> <td>- £8k</td> </tr> <tr> <td>Extended Learning</td> <td>£13k</td> </tr> <tr> <td>SEN Commissioning & Contracts</td> <td>£24k</td> </tr> <tr> <td>Safeguarding children - children in need</td> <td>£41k</td> </tr> <tr> <td>Community Care Management</td> <td>£10k</td> </tr> <tr> <td>Elderly & Physical Disability</td> <td>£33k</td> </tr> <tr> <td>Joint Commissioning Team</td> <td>£43k</td> </tr> <tr> <td>Learning Disability</td> <td>- £176k</td> </tr> <tr> <td>Mental Health Care Management & Services</td> <td>- £84k</td> </tr> <tr> <td>Strategy & Resources</td> <td>- £60k</td> </tr> <tr> <td>Total</td> <td>-£177k</td> </tr> </table> <p>Action: by Head of Services</p>	Children & Young People Management	-£22k	Education welfare	- £8k	Extended Learning	£13k	SEN Commissioning & Contracts	£24k	Safeguarding children - children in need	£41k	Community Care Management	£10k	Elderly & Physical Disability	£33k	Joint Commissioning Team	£43k	Learning Disability	- £176k	Mental Health Care Management & Services	- £84k	Strategy & Resources	- £60k	Total	-£177k
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LEARNING & CARE

Note	Explanation

COMMUNITY SERVICES DIRECTLY MANAGED COSTS	2008/09		Variance- Manager's Forecast
	Budget	Approved Estimate	
	£000	£000	£000
HIGHWAYS & ENGINEERING including:-			
Street Lighting, Winter Maintenance & Public Transport Support			
Expenditure	4,587	4,641	60
Income	(1,047)	(747)	20
Net	3,540	3,894	80
STREETCARE & OPERATIONS including:-			
Highway Maintenance and Amenity Litter			
Expenditure	4,853	4,862	130
Income	(638)	(641)	(125)
Net	4,215	4,221	5
PLANNING SERVICES			
Expenditure	4,682	4,810	(185)
Income	(2,391)	(2,487)	190
Net	2,291	2,323	5
PUBLIC PROTECTION & SUSTAINABILITY including:-			
Refuse Collection & Disposal, Recycling, Env Health & Trading Standards			
Expenditure	10,297	10,451	(290)
Income	(710)	(703)	(90)
Net	9,587	9,748	(380)
ASSET MANAGEMENT including:-			
Industrial & Commercial Estates & Administrative Buildings			
Expenditure	3,547	3,551	(15)
Income	(4,307)	(4,279)	(100)
Net	(760)	(728)	(115)
LEISURE SERVICES including:-			
Parks, Cemeteries & Leisure Centres			
Expenditure	9,604	9,661	(15)
Income	(7,041)	(7,041)	0
Net	2,563	2,620	(15)
LIBRARIES, INFORMATION, ARTS & HERITAGE			
Expenditure	3,137	3,157	(20)
Income	(235)	(235)	0
Net	2,902	2,922	(20)
PARKING SERVICES			
Expenditure	3,858	3,863	40
Income	(6,670)	(6,630)	330
Net	(2,812)	(2,767)	370
CORPORATE MANAGEMENT			
Expenditure	522	472	5
Income	(10)	0	0
Net	512	472	5

TOTAL DIRECTLY MANAGED COSTS	22,038	22,705	-65
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Notes
1,3,4,5 2
6,7,8,9,10,12 7,11,12
13,14,16,18,19,20/1/2 13,15,17,21
24/6/7/8/9,30/1/2/3 23,25
34,36,37,38 35
39,40,41,42,43
44
46 45,47 48



COMMUNITY SERVICES

Note	Explanation
1	<p><u>Highway Maintenance - Winter Gritting</u> Approved Estimate: £978k Variation: +£40k (£40k) First reported at Cabinet: February 09 Anticipated increase in Winter Gritting costs due to adverse weather conditions. Action: by Head of Highways & Engineering</p>
2	<p><u>Street Numbering & Naming Income</u> Approved Estimate: -£20k Variation: +£20k (+£20k) First reported at Cabinet: October 08 Anticipated increase in Street Naming & Numbering Income not achieved due to delay in resolving legal clarification for new charges. Service transferred to Business Improvement Unit 1/7/2008. Action: by Head of Highways & Engineering</p>
3	<p><u>Public Transport Support</u> Approved Estimate: £688k Variation: -£10k (-£10k) First reported at Cabinet: February 2009 Savings on bus contracts Action: by Head of Highways & Engineering</p>
4	<p><u>School Crossing Patrols</u> Approved Estimate: £32k Variation: -£10k (-£10k) First reported at Cabinet: August 08 Savings due to staff vacancies .Other safety measures are being pursued. Action: by Head of Highways & Engineering - currently experiencing difficulty in recruiting which reflects the National shortage.</p>
5	<p><u>Highway & Engineering Unit</u> Approved Estimate: £1,173k Variation: £40k (nil) First reported at Cabinet: April 09 Costs of maternity cover and reduced allocation to capital schemes. Action: by Head of Highways & Engineering</p>
6	<p><u>CCTV</u> Approved Estimate: £122k Variation: £15k First reported at Cabinet: April 2009 Additional CCTV maintenance costs for urgent repairs Action: by Head of Streetcare & Operations</p>
7	<p><u>Operational Traffic Management</u> Approved Estimate: £56k Variation: -£10k (-£10k) First reported at Cabinet: March 2009 Additional road closures, resulting in advertising costs and additional income. Action: by Head of Streetcare & Operations</p>

COMMUNITY SERVICES

Note	Explanation
8	<u>Land Drainage</u> Approved Estimate: £40k Variation:- £10k First reported at Cabinet: April 2009 Savings maintenance costs Action: by Head of Streetcare & Operations
9	<u>Emergency Planning</u> Approved Estimate: £56k Variation: £15k First reported at Cabinet: April 2009 Additional costs due to adverse weather conditions Action: by Head of Streetcare & Operations
10	<u>Streetscene</u> Approved Estimate: £1,034k Variation: £75k (£75k) First reported at Cabinet: February 2009 Additional costs of urgent highway defect repairs due to adverse weather conditions. Action: by Head of Streetcare & Operations
11	<u>Highway Licensing Income</u> Approved Estimate: -£266k Variation: -£110k (£-110k) First reported at Cabinet: January 09 Additional income from a large commercial hording licence & other skip & scaffold licences, together with additional income NRSWA. Action: by Head of Streetcare & Operations
12	<u>Streetcare & Operations Unit</u> Approved Estimate: £1,560k Variation: £30k (£20k) First reported at Cabinet: February 2009 Additional costs due to adverse weather conditio(£20k) , and reduced charges to capital (£10k). Action: by Head of Streetcare & Operations
13	<u>Building Control</u> Approved Estimate: -£713k Variation: +£65k (+£90k) First reported at Cabinet: August 08 Potential shortfall in income due to economic downturn (£85k), reduced by savings on structural checking (-£20k) Action: by Head of Planning - offset by savings in Building Control Unit see note 22
14	<u>Town & Country Planning</u> Approved Estimate: £376k Variation: +£65k (+£45k) First reported at Cabinet: July 08 Additional legal costs Badnells Pit (£65k) Action: by Head of Planning - offset by savings in Development Control Unit - see note19

COMMUNITY SERVICES

Note	Explanation
15	<u>Town & Country Planning Income</u> Approved Estimate: -£1004k Variation: +£100k (+£145k) First reported at Cabinet: Sept 08 Potential shortfall in income due to economic downturn, and a lower number of 'major' planning applications. Action: by Head of Planning
16	<u>Transport Policy & Implementation</u> Approved Estimate: £28k Variation: -£10k (-£10k) First reported at Cabinet: Nov 08 Potential savings in consultancy costs to offset the shortfall in S38 & S278 income. Action: by Head of Planning - Used to offset income shortfall (see note 17)
17	<u>Transport Policy & Implementation Income</u> Approved Estimate: -£45k Variation: +£15k (+£10k) First reported at Cabinet: July 08 Potential shortfall in S38 & S278 income. Action: by Head of Planning - offset by savings in consultancy costs (note 16)
18	<u>Head of Planning Unit</u> Approved Estimate: £131k Variation: +£10k (+£5k) First reported at Cabinet: March 08 Small overspend on overheads - telephones, training etc Action: by Head of Planning
19	<u>Development Control Unit</u> Approved Estimate: £1,620k Variation: -£150k (-£150k) First reported at Cabinet: July 08 Savings as a result of staff vacancies Action: by Head of Planning
20	<u>Planning Policy Unit</u> Approved Estimate: £554k Variation: -£10k (-£10k) First reported at Cabinet: Nov 08 Savings as a result of staff vacancies Action: by Head of Planning
21	<u>Transport Policy & Implementation Unit</u> Approved Estimate: £474k Variation: -£20k (-£20k) First reported at Cabinet: October 08 Increased income from an additional grant for School Travel Plans £10k, and staff savings £10k Action: by Head of Planning

COMMUNITY SERVICES

Note	Explanation
22	<u>Building Control Unit</u> Approved Estimate: £714k Variation: -£60k (-£60k) First reported at Cabinet: August 08 Savings as a result of staff vacancies, used to offset income shortfall see note 13 Action: by Head of Planning
23	<u>Environmental Health</u> Approved Estimate: £165k Variation: -£10k First reported at Cabinet: April 2009 Savings due to additional grant funding for contaminated land. Action: by Head of Public Protection & Sustainability
24	<u>House Renovation Grants</u> Approved Estimate: £0k Variation: £5k First reported at Cabinet: April 2009 Additional cost of District Audit fee Action: by Head of Public Protection & Sustainability
25	<u>Licensing</u> Approved Estimate:- £179k Variation: -£80k First reported at Cabinet: April 2009 Savings due to additional licensing income. Service transferred from Corporate Services. Action: by Head of Public Protection & Sustainability
26	<u>Refuse Collection</u> Approved Estimate: £2,175k Variation: -£10k First reported at Cabinet: April 2009 Savings due to additional income Trade Waste. Action: by Head of Public Protection & Sustainability
27	<u>Recycling</u> Approved Estimate: £1,692k Variation: -£90k First reported at Cabinet: April 2009 Rate reduction Transfer Station, backdated to 2005/06 Action: by Head of Public Protection & Sustainability
28	<u>Waste Disposal</u> Approved Estimate: £2,601k Variation: -£130k (-£75k) First reported at Cabinet: February 2009 Savings due to potential reduction in tonnages (2,300) following introduction of subscribed green waste scheme and increase in recycling, together with savings on Joint Arrangements for closed landfill sites. Action: by Head of Public Protection & Sustainability

COMMUNITY SERVICES

Note	Explanation
29	<p><u>Facilities Management</u> Approved Estimate: £1,397k Variation: -£40k (-£30) First reported at Cabinet: March 2009 Savings on transport as a result of reduced tonnages to landfill Action: by Head of Public Protection & Sustainability</p>
30	<p><u>Head of Public Protection & Sustainability Unit</u> Approved Estimate: £329k Variation: -£10k (-£10k) First reported at Cabinet: March 2009 Savings as a result of staff vacancy Action: by Head of Public Protection & Sustainability</p>
31	<p><u>Environmental Health Unit</u> Approved Estimate: £612k Variation: £10k (£10k) First reported at Cabinet: March 2009 Costs of CSC Orbit Link Action: by Head of Public Protection & Sustainability</p>
32	<p><u>Trading Standards Unit</u> Approved Estimate: £459k Variation: -£40k (-£40k) First reported at Cabinet: February 2009 Savings as a result of staff reduction in FTE's Action: by Head of Public Protection & Sustainability</p>
33	<p><u>Waste & Environmental Protection Unit</u> Approved Estimate: £458k Variation: £15k (£10k) First reported at Cabinet: March 2009 Additional staffing costs for career grades. Action: by Head of Public Protection & Sustainability</p>
34	<p><u>Industrial & Commercial Estates</u> Approved Estimate: £267k Variation: +£45k (+£45K) First reported at Cabinet: August 08 Additional costs of NNDR for empty properties Action: by Property Management Manager</p>
35	<p><u>Industrial & Commercial Estates Income</u> Approved Estimate: -£3,558k Variation: -£100k (-£100k) First reported at Cabinet: August 08 Additional back rent on commercial properties, new lettings & service recharges for maintenance, offset by loss of rental income £25K re void property Action: by Property Management Manager</p>

COMMUNITY SERVICES

Note	Explanation
36	<u>Property Management Unit</u> Approved Estimate: £367k Variation:-20k (-£10k) First reported at Cabinet: March 2009 Savings as a result of staff vacancies Action: by Property Management Manager
37	<u>Building Services Unit</u> Approved Estimate: £274k Variation: £10k (£10k) First reported at Cabinet: February 2009 Cost of severance pay Action: by Building Services Manager
38	<u>Admin Buildings & Depots</u> Approved Estimate:£1883k Variation: -£50k (-£75k) First reported at Cabinet: December 08 Potential saving on delay of completing schedule of Fire, Health & Safety works. Action: by Building Services Manager
39	<u>Windsor Leisure Centre</u> Approved Estimate:£3,501k Variation: -£30k (-£30k) First reported at Cabinet: Nov 08 Potential savings from professional support for feasibility study(£30k) Action: by Head of Leisure Services
40	<u>Magnet Leisure Centre</u> Approved Estimate:£2,875k Variation: £5k (£5k) First reported at Cabinet: February 2009 Additional costs of new telephone system Action: by Head of Leisure Services
41	<u>Charters Leisure Centre</u> Approved Estimate:£218k Variation: £5k (£nil) First reported at Cabinet: April 2009 Additional costs of electricity Action: by Head of Leisure Services
42	<u>Thames Valley Athletic Centre</u> Approved Estimate:£135k Variation:-£5k (nil) First reported at Cabinet: April 2009 Reduction in RBWM contribution to TVAC Action: by Head of Leisure Services

COMMUNITY SERVICES

Note	Explanation
43	<u>Head of Community Services</u> Approved Estimate:£1,199k Variation: £10k (£5k) First reported at Cabinet: February 2009 Additional staffing costs following restructure - there will be compensating savings in other Directorates. Action: by Head of Leisure Services
44	<u>Library & Information Services</u> Approved Estimate: £2,668k Variation:- £20k (£20k) First reported at Cabinet: March 2009 Savings as a result of staff vacancies Action: by Head of Libraries, Information, Arts & Heritage
45	<u>Parking Income</u> Approved Estimate: -£6,605k Variation: +£310k (+£290k) First reported at Cabinet: July 08 Potential shortfall in off street income due to downturn and unfavourable weather conditions as demonstrated in reductions in tourist car parks in Windsor (£440k), offset by increase in on street income (£150k) Action: by Parking Manager - Income and car parks usage is carefully monitored and compared against budget, having regard to the seasonal effect of tourism in Windsor.
46	<u>Parking</u> Approved Estimate: £3,858k Variation: £40k (£40k) First reported at Cabinet: July 08 Savings on repairs for DPE equipment which is still under warranty(-£50k). Estimated Service Charges re Sainsbury's car park to be agreed and other overheads (£90k) Action: by Parking Manager
47	<u>Parking - Car Parks Unit</u> Approved Estimate: £518k Variation: £20k (nil) First reported at Cabinet: April 08 Reduced staff allocation to capital schemes Action: by Parking Manager
48	<u>Corporate Management</u> Approved Estimate:-£40k Variation: £5k (£5k) First reported at Cabinet: February 2009 Agency savings target to be achieved through managed vacancies. Action: by Director of Environment

CORPORATE SERVICES DIRECTLY MANAGED COSTS	2008/09		Variance- Manager's Forecast	Notes
	Budget	Approved Estimate		
	£000	£000	£000	
CORPORATE MANAGEMENT				
Expenditure	651	651	(82)	1,2
Income	0	0	0	
Net	651	651	(82)	
DEMOCRATIC SERVICES				
Expenditure	3,449	3,479	(143)	3,4,5,6,7,8,11
Income	(631)	(681)	25	10
Net	2,818	2,798	(118)	
LEGAL SERVICES				
Expenditure	1,865	1,883	(60)	12,13,14
Income	(1,182)	(1,182)	162	12,13
Net	683	701	102	
CORPORATE PERFORMANCE & DEVELOPMENT				
Expenditure	1,427	1,623	(73)	15
Income	(552)	(365)	0	
Net	875	1,258	(73)	
BUSINESS IMPROVEMENT				
Expenditure	3,245	3,239	58	16,18
Income	(492)	(492)	0	
Net	2,753	2,747	58	
CUSTOMER SERVICE CENTRE				
Expenditure	1,284	1,431	89	17
Income	(169)	(169)	0	
Net	1,115	1,262	89	
FINANCE				
Expenditure	37,451	37,518	25	20,22,23
Income	(33,973)	(33,973)	(56)	19,21,23
Net	3,478	3,545	(31)	
HUMAN RESOURCES				
Expenditure	2,079	2,034	(18)	24,25
Income	(383)	(383)	0	
Net	1,696	1,651	(18)	
PROCUREMENT				
Expenditure	678	720	0	
Income	(331)	(331)	0	
Net	347	389	0	
TOTAL DIRECTLY MANAGED COSTS	14,416	15,002	-73	

CORPORATE SERVICES

Note	Explanation
1	<p><u>Chief Executive</u> Current Budget: £303k Variation: -£62k (-£60k) First Reported at Cabinet: January 09 An underspend has arisen due to a staff vacancy and a review of the forecast of individual budget lines.</p>
2	<p><u>Corporate Management</u> Current Budget: £347k Variation: -£20k (-£20k) First Reported at Cabinet: March 09 In an effort to reduce the overall overspend in Corporate Resources, a decision has been made to control spending for the current financial year on various other expenses resulting in an underspend.</p>
3	<p><u>Members Services</u> Current Budget: £457k Variation: -£25K (-£25k) First Reported at Cabinet: November 08 Underspend due to the fact that acting up costs for the post of Head of Democratic Services are less than the staff cost budget for the post. Interim arrangements have extended to the full year increasing the reported underspend.</p>
4	<p><u>Mayoral and Civic</u> Current Budget: £914k Variation: -£63k (-£28k) First Reported at Cabinet: November 08 Underspend on Member's allowances -£83k is partially offset by increased overtime for Chauffers +10k and extra Civic Events +7k, postage +£3k</p>
5	<p><u>Electoral Services</u> Current Budget: £194k Variation: -£47k (-£45k) First Reported at Cabinet: November 08 An underspend has arisen due to the fact budget was set aside for election costs which is not required this financial year, some of this budget has now been spent in preparation for future years elections, after the previously reported underspend, reducing it to -£19k . In addition here has been a staff vacancy within the unit responsible for managing the elections held within the Borough for part of the year (-£8k). Canvassers have not required to the extent budgeted, due to the fact no elections were imminent, resulting in a further underspend (-£20k).</p>
6	<p><u>Corporate Communications and Marketing</u> Current Budget: £292k Variation: £10K (£10k) First Reported at Cabinet: June 08 Extra publications of Around the Royal Borough will result in additional costs which is not expected to be fully covered by advertising income (£10k).</p>
7	<p><u>Consultation</u> Current Budget: £166k Variation: -£22K (-£22k) First Reported at Cabinet: February 2009 An additional underspend has arisen due to fewer consultations being undertaken than budgeted (-£22k).</p>

CORPORATE SERVICES

Note	Explanation
8	<p><u>Town Centre Managers</u> Current Budget: £159k Variation: £0k (£10k) First Reported at Cabinet: February 2009 All overspends will be carried forward to 2009/10 and income received will be used to reduce this overspend</p>
9	<p><u>Grants To Voluntary Bodies</u> Current Budget: £193k Variation: £15k (£15k) First Reported at Cabinet: November 08 Impact of accomodating Relate and CAB within 4 Marlow Road.</p>
10	<p><u>Public Halls</u> Current Budget: £80k Variation: £25k (£25k) First Reported at Cabinet: December 08 Anticipated reduction in income from the Guildhall and Desborough Suite. The Guildhall was closed for 8 weeks during May and June due to air conditioning and roof repairs.</p>
11	<p><u>Corporate Modern Records</u> Current Budget: £28k Variation: -£12k (£0k) First Reported at Cabinet: April 2009 This forms part of the Berkshire Joint Arrangements, and the anticipated outturn costs incurred by the lead authority (Reading) are lower than budgeted.</p>
12	<p><u>Legal Services</u> Current Budget: £961k Variation: -£164k (-£120k) First Reported at Cabinet: June 08 Potential underspend mainly relates to vacancies the largest coming from the Head of Legal Services. Levels of income have improved slightly to further increase the underspend. This underspend goes some way towards offsetting the overspend in Local Land Charges.</p>
13	<p><u>Local Land Charges</u> Current Budget: £-315k Variation: £215k (£180k) First Reported at Cabinet: June 08 The reason for the expected lower than budgeted income is similar to last year, ie the introduction of HIPs and the continuing impact of the housing market downturn/credit crunch. Proposed action: A number of options were pursued with solicitors and HIPs providers to offer them "block" discounts on full searches. The Government set the fee for personal searches at £11, which is too low to cover our costs; while full searches are £120. By offering block discounts on full searches, it was hoped that more providers would opt for a full search, as opposed to a personal search. However, Solicitors and HIPS providers are not interested in block bookings without significant discounts, which would not be affordable to the Council. Costs of £54k have been incurred by the service for the implementation of the new UNIFORM system, it is anticipated that this will bring future years savings compared to the current Northgate system.</p>

CORPORATE SERVICES

Note	Explanation
14	<p><u>Coroners Service</u> Current Budget: £129k Variation: £17K (-£23k) First Reported at Cabinet: August 08 This forms part of the Berkshire Joint Arrangements, and the anticipated outturn costs incurred by the lead authority (Reading) are higher than budgeted.</p>
15	<p><u>Corporate Performance & Development</u> Current Budget: £312k Variation: -£73k (-£80k) First Reported at Cabinet: September 08 The Head of Organisational Development post has been vacant since mid July and it is not anticipated that this position will be filled in the remainder of the financial year. The Corporate Officer post for Diversity and Equality has also been vacant part year, increasing the underspend reported. The underspend has been reduced to reflect the costs of the Head of Performance and Policy, it had not been anticipated this post would be filled until the next financial year, but was in fact filled in March 2009.</p>
16	<p><u>Corporate IT</u> Current Budget: £688k Variation: £58k (£60k) First Reported at Cabinet: August 08 Additional annual support and licencing costs for Electronic records system from Hyperwave has meant an overspend of £30k. Increase in WAN network running costs £20k. Cost of additional BT exchanges £10k. These overpends are as a result of the prior years capital programme. As part of the current budget setting process these have been built in as full year effects for future years. Reduction in communication costs - £2k</p>
17	<p><u>Customer Service Centre</u> Current Budget: £1214k Variation: £91k (£90k) First Reported at Cabinet: June 08 Overspend due to additional software costs in respect of system interfaces (£17k) It has also been necessary to employ Agency staff to cover vacancies, the costs of which could not be contained within the existing salaries budget (£45k). The introduction of a new telephony system has also led to an increase in communications costs (£10k) Staff training by Vertex Data Science consultancy exceeded the budget provided (£10k) Photocopying and printing charges have also exceeded budget (£8k). Additional spend on stationery £1k</p>
18	<p><u>Support</u> Current Budget: £67k Variation: -£6k First Reported at Cabinet: April 2009 There has been an underspend against telephone and photocopying budgets for this service.</p>

CORPORATE SERVICES

Note	Explanation
19	<p><u>Strategic Finance</u> Current Budget: £130k Variation: -£9k (-£15k) First Reported at Cabinet: February 09 A review of support supplied has led to a recharge of costs to the Pension Fund, this underspend has been reduced due to the costs of Agency staff employed during the year.</p>
20	<p><u>Council Tax & Business Rates Collection</u> Current Budget: £431k Variation: £20k (£20k) First Reported at Cabinet: August 08 Due to staff sickness, maternity cover and various vacancies it has been necessary to employ Agency staff to maintain collection levels, the costs of which will exceed the budget. An improvement in court costs recovered has gone some way towards reducing this overspend.</p>
21	<p><u>Pensions Fund</u> Current Budget: -£126k Variation: -£43k (-£0k) First Reported at Cabinet: April 09 There have been some uncontrollable costs incurred which can be recharged to the Pension Fund</p>
22	<p><u>Exchequer Services</u> Current Budget: £356k Variation: £5k (£25k) First Reported at Cabinet: September 08 Due to staff illness it has been necessary to employ Agency staff and transfer an officer to work part time in the Cash Office to ensure that cash is posted and the bank reconciliation kept up to date, staff vacancies during the year have reduced this overspend</p>
23	<p><u>Audit & Review</u> Current Budget: £546k Variation: £35k (£5k) First Reported at Cabinet: November 08 In order to complete the Audit Plan it has been necessary to employ Agency staff until the end of the financial year which will exceed staffing budget by £30k. Some of the overspend is offset by an underspend on computer audits which are performed by external consultants and anticipated additional schools income(-£8k). In addition there have been legal costs incurred by the Benefit Fraud Team which exceed the budget (£13k).</p>
24	<p><u>Human Resources</u> Current Budget: £1193k Variation: -£6k (-£15k) First Reported at Cabinet: November 08 Higher than anticipated income received with regards to Pertemps contract (£7k) and due to work commitments staff have been unable to undertake training leading to an underspend against this budget (£7k). It has been necessary during the year to rent storage facilities, the rent/rates cost of these facilities have reduced the previously reported underspend (£8k)</p>
25	<p><u>Corporate Human Resources</u> Current Budget: £453k Variation: -£12k (£0k) First Reported at Cabinet: April 2009 Supplementary pension costs are lower than budgeted. (Pension liability including results of 1998 reorganisation have fallen due to a reduction in numbers entitled to receive payment).</p>