

REVENUE BUDGET MONITORING STATEMENT

SUMMARY	Budget	2009/10	
		Approved Estimate	Projected Variance
	£000	£000	£000
Children's Services			
Individual Schools Budget	67,156	67,535	0
Central Schools Budget	8,161	7,942	605
Dedicated Schools Grant	(75,697)	(75,873)	(605)
Education & Childcare Services	548	925	110
Children's Services Commissioning	2,999	2,812	91
Families & Young People	3,992	4,141	(30)
Safeguarding & Specialist Services	8,230	8,267	1,008
Strategy & Management	1,278	1,302	90
Total Children's Services	16,667	17,051	1,269
Adult & Community Services			
Adult Social Care	30,276	30,288	(330)
Specific Government Grants	0	0	0
Housing	1,051	1,050	(45)
Leisure Services	2,080	2,110	0
Libraries, Information, Heritage & Arts	2,937	2,937	(15)
Adult Management	254	211	(23)
Total Adult & Community Services	36,598	36,596	(413)
Environmental Services			
Highways & Engineering	4,815	4,809	0
Streetcare & Operations	4,111	4,268	0
Public Protection & Sustainability	10,061	10,169	(50)
Asset Management	(796)	(796)	30
Parking Services	(2,603)	(2,505)	0
Corporate Management	256	256	0
Total Environmental Services	15,844	16,201	(20)
Resources			
Strategic Director of Resources	151	179	0
Finance	3,662	3,682	0
Customer Service Centre	1,248	1,248	34
Legal Services	933	933	0
Business Improvement	3,016	3,048	0
Procurement	405	466	0
Human Resources	2,079	2,106	25
Total Resources	11,494	11,662	59
Policy, Performance & Planning			
Chief Executive Office	719	925	20
Policy and Performance	3,359	3,359	(98)
Planning Services	2,401	2,424	55
Total Policy, Performance & Planning	6,479	6,708	(23)
TOTAL EXPENDITURE	87,082	88,218	872
Contribution (from)/to LPSA/PPG Reserve	0	(792)	0
Pay Budget Reduction	0	0	(390)
Reduced Contribution to Insurance Reserve	0	(200)	0
Transfer to Contingency Reserves	0	786	0
Contribution from Development Fund		(61)	0
Corporate Initiatives	(376)	(176)	0
Levies-			
Environment Agency	130	130	0
Capital Financing inc Interest Receipts	5,411	5,411	6
NET REQUIREMENTS	92,247	93,316	488
Less - Special Expenses	(1,102)	(1,102)	0
Transfers (from)/to Area Based Grants		(10)	
Transfer (from)/ to balances	0	(1,059)	(488)
GROSS COUNCIL TAX REQUIREMENT	91,145	91,145	0
Working Balances	4,618	5,551	4,492
Transfers on balances carried forward from 2008-9	0	(349)	0
Other transfers (from)/to balances	0	(710)	(488)
	4,618	4,492	4,004

CHILDREN'S SERVICES DIRECTLY MANAGED COSTS	2009/10		Variance- Manager's Projection	Notes
	Budget	Approved Estimate		
	£000	£000	£000	
DSG FUNDED CHILDREN'S SERVICES				
INDIVIDUAL SCHOOLS BUDGET				
Expenditure	85,380	90,151	0	
Income	(18,224)	(22,616)	0	
Net	67,156	67,535	0	
CENTRAL SCHOOLS BUDGET				
Expenditure	12,831	12,586	605	1-6
Income	(4,670)	(4,644)	0	
Net	8,161	7,942	605	
DEDICATED SCHOOLS GRANT				
Expenditure	0	0	0	
Income	(75,697)	(75,873)	(605)	7
Net	(75,697)	(75,873)	(605)	
TOTAL DSG FUNDED CHILDREN'S SERVICES	(380)	(396)	0	
LA FUNDED CHILDREN'S SERVICES				
EDUCATION & CHILDCARE SERVICES				
Expenditure	3,605	4,016	110	20
Income	(3,057)	(3,091)	0	
Net	548	925	110	
CHILDREN'S SERVICES COMMISSIONING				
Expenditure	3,247	3,086	91	8,9,20
Income	(248)	(274)	0	
Net	2,999	2,812	91	
FAMILIES & YOUNG PEOPLE				
Expenditure	5,676	5,666	(60)	10
Income	(1,684)	(1,525)	30	11
Net	3,992	4,141	(30)	
SAFEGUARDING & SPECIALIST SERVICES				
Expenditure	8,983	9,031	998	12-15, 17-19
Income	(753)	(764)	10	16
Net	8,230	8,267	1,008	
STRATEGY & MANAGEMENT				
Expenditure	1,330	1,354	90	20
Income	(52)	(52)	0	
Net	1,278	1,302	90	
TOTAL LA FUNDED CHILDRENS SERVICES	17,047	17,447	1,269	
TOTAL DIRECTLY MANAGED COSTS	16,667	17,051	1,269	

CHILDREN'S SERVICES

Note	Explanation
1	<p><u>School and Governor support</u> Approved Estimate: £154k Variation: £23k First reported at Cabinet: Sep 09 The cost of licenses and corporate health charges have increased with no associated budget increase. Action: by Head of Commissioning</p>
2	<p><u>Admissions</u> Approved Estimate: £183k Variation: (£18k) First reported at Cabinet: Sep 09 The admissions team look likely to overachieve their managed vacancy factor due to staff vacancies in the first term. Action: by Head of Commissioning</p>
3	<p><u>School specific contingency</u> Approved Estimate: £370k Variation: (£20k) First reported at Cabinet: Sep 09 The Schools Specific Contingency includes notional budgets for for suspended teachers fund and panel allocations where schools face unexpected and unavoidable financial pressures. Claims against these budgets have been less than budgeted. Action: by Head of Education and Childcare</p>
4	<p><u>Schools Maternity Insurance cover</u> Approved Estimate: £109 K Variation: £90k (£90k) First reported at Cabinet: July 09 The DSG funds an insurance scheme to cover the additional costs to schools of staff who are on maternity leave. The high number of claims from schools in the first quarter of this year suggest that this budget, like last year, will overspend by £90k. Outturn is directly related to the number of teachers on maternity leave in any one year, and in past years the budget has been underspent. Action: by Head of Education and Childcare</p>
5	<p><u>SEN Out of Borough special school placements</u> Approved Estimate: £4,964k Variation: £550k First reported at Cabinet: Sep 09 There have been a number of unforeseen heavy demands on this budget in the form either of new pupils or existing pupils requiring new placements at a much higher cost than their previous placements. The budget was redetermined for 2009-10 in the light of the overspend in 2008-09 according to the number and cost of known children. Since then, five new children have been placed, one at a cost of nearly £200k per annum. Action: by Head of Commissioning</p>
6	<p><u>Traveller service</u> Approved Estimate: £96k Variation: (£20k) First reported at Cabinet: Sep 09 The employee costs of the traveller service are lower than the historic budget which reflected the delivery of the service through a joint arrangement with other Berks LAs. This joint arrangement has now ceased and RBWM are delivering the service more efficiently. Action: by Head of Education and Childcare</p>

CHILDREN'S SERVICES

Note	Explanation
7	<p><u>Dedicated Schools Grant</u> Approved Estimate: £75,873 K Variation: - £605k (- £90k) First reported at Cabinet: July 09 The total overspend against the DSG reported above is offset against the DSG allocation in the following year.</p> <p>Action: by Director of Children's Services</p>
8	<p><u>Home to School Transport</u> Approved Estimate: £2,012 K Variation: £0k First reported at Cabinet: July 09</p> <p>As reported last month, inflation savings on minibus and taxi contracts and bus passes of £48k have been taken and the budget reduced accordingly. In addition to this, the process for retendering taxi and minibus contracts for mainly SEN pupils over the next three years has been completed and is expected to produce a £200k reduction in the annual cost of the contracts. The new contracts start in Sep 2009, so the part-year effect in the current financial year is calculated to be £139k and the budget has been reduced further. Costs may be further affected by unforeseen volume changes during the year particularly in relation to transport for SEN pupils.</p> <p>Action: by Head of Commissioning</p>
9	<p><u>Speech and language therapy</u> Approved Estimate: £307 K Variation: £63k (£63k) First reported at Cabinet: Aug 09</p> <p>Despite joint commissioning, a drop-in service in Children's Centres and use of speech and language therapy assistants, the number of children who have provision of speech and language therapy on their statements of special educational needs is increasing faster than anticipated. The anticipated overspend has not changed from last month.</p> <p>Action: by Head of Commissioning</p>
10	<p><u>Youth Service Expenditure</u> Approved estimate: £2,693k Variation: -£60k First reported at Cabinet: Sep 09</p> <p>The projected underspend is attributed to staffing vacancies during the first half of the year. Recruitment is in progress and it is expected that these vacancies will be filled imminently.</p> <p>Action: Head of Families and Young People</p>
11	<p><u>Youth Service Income</u> Approved estimate: - £376k Variation: £30k First reported at Cabinet: Sep 09</p> <p>The projected underachievement of income is due to vacancies in front line posts which, if filled, would have been recharged to Youth Centre Management Committees</p> <p>Action: Head of Families and Young People</p>

CHILDREN'S SERVICES

Note	Explanation
12	<p><u>Special Guardianship payments</u> Approved Estimate: £201 K Variation: £89k (£87k) First reported at Cabinet: June 09 Special Guardianship Orders are granted by the court to provide permanency for the child and are used in cases where adoption is not appropriate (eg for an older child). Young people are entitled to ongoing support sometimes until age 24. Guardianship payments cost on average £12k per child pa, compared with £34k for an independent fostering agency and they provide a quicker response than in house fostering. 11 children are currently subject to Guardianship orders, compared with just 2 for all of last year. There have been no new guardianship orders in the current month. Residence orders, enabling children to reside with relatives etc on a more temporary basis, remain relatively constant around 27-30. Latest projections suggest a small underspend against this budget. Together the net projected overspend has increased slightly on last month to £87k.</p> <p>Action: by Head of Safeguarding</p>
13	<p><u>Temporary Accommodation</u> Approved Estimate: £8k Variation: £39k First reported at Cabinet: Sep 09 The projected overspend relates to 2 families being supported in temporary bed and breakfast accommodation, who circumstances do not fit the criteria for Housing funding. The consequence of not supporting these children in this way would be to risk taking them into care at much higher cost.</p> <p>Action: by Head of Safeguarding</p>
14	<p><u>Family placement costs - adoption</u> Approved Estimate: £108 K Variation: -£22k (-£29k) First reported at Cabinet: June 09 The number of children for whom adoption payments are made remains relatively constant (currently 17). Payment amounts depend on the family's financial circumstances and relative needs of the child. Forecast costs for the year based on this number of children and an average weekly rate per child of £87 per week suggests there will be an underspend of £22k, a small reduction on what was reported last month. Since 1 April 2008 11 children have been placed for adoption, of whom two do not get allowances.</p> <p>Action: by Head of Safeguarding</p>
15	<p><u>Internal foster placements - expenditure</u> Approved Estimate: £854 K Variation: £212k (£213k) First reported at Cabinet: July 09 The national picture in relation to children in care is one of overall increasing numbers. There is some evidence to suggest that the increase in numbers began with the onset of the economic recession, where added financial stress can lead to family breakdown and domestic violence. This trend has been further exacerbated by the Baby Peter effect from December. This picture is replicated in RBWM where the number of children in care at July 2009 stands at 106 compared with 72 at the same time last year. The majority of these are children placed in foster homes with RBWM families. These numbers have also risen - 67 in Aug 09 compared with 47 in Aug 08. The average cost of a 0-10 year olds in foster care is £13k pa, and £19k pa for those aged 11+. The increase in numbers has therefore put this budget under significant pressure. The projected overspend is as reported last month.</p> <p>Action: by Head of Safeguarding</p>

CHILDREN'S SERVICES

Note	Explanation
16	<p><u>Internal foster placements - income</u> Approved Estimate: - £117 K Variation: £10k (- £8k) First reported at Cabinet: July 09 RBWM charges other LAs for their children who are placed in RBWM foster homes or for adoption. Numbers of such children are small, but latest estimates suggest that with increasing numbers of RBWM children placed in foster care, there is now less capacity for OLA children to be placed within the Borough. This is now reflected in a predicted underachievement of budget income. Action: by Head of Safeguarding</p>
17	<p><u>External foster placements - expenditure</u> Approved Estimate: £156 K Variation: £57k (£53k) First reported at Cabinet: July 09 The increase in overall numbers of foster children means that there are now fewer foster carers within the Borough still able to accept children. As a result, the children of three families have had to be placed with foster care agencies at a much higher cost per annum (£30k - £40k) than internal foster care. Last year we had 3 children placed with agencies, this year we currently have 8. An assumption has been made that the commitment will be for the full year, but that may change. Latest analysis of costs indicate a small increase on the overspend reported last month. We are in the process of recruiting more foster carers now that the recruitment officer post has been filled but it takes several months to assess and train new foster carers. Action: by Head of Safeguarding</p>
18	<p><u>Residential placements</u> Approved Estimate: £1,720 K Variation: £294k (£269k) First reported at Cabinet: July 09 The 2008-09 £200k overspend on looked after and disabled children in residential care looks likely to be repeated in 2009-10. The additional cost of 3 new looked after children since April has been partially offset by others who left their placement in 08-09 or transferred to adult care. There is an additional disabled child who started in April and there is pressure on the budget from the full year financial affect of others who were placed part way through 08-09. Approximately £60k of the projected overspend relates to higher payments for individual children compared with last year. The average full cost of children in residential care is between £3,000 and £4,000 per annum of which around 54% is funded by the LA safeguarding budget, and the rest from PCT contributions and Dedicated Schools Grant. The projected overspend has increased from £269k to £294k in this month, due to the effect of changes in termly fees. Action: by Head of Safeguarding</p>
19	<p><u>Social worker staffing</u> Approved Estimate: £2,474 K Variation: £330k (£110k) First reported at Cabinet: Aug 09 Safeguarding services are currently carrying 14 vacant social worker posts. 13 of these are being filled by agency social workers at higher cost in order to provide a safe level of service to children currently in the care of social workers. Each agency worker costs the Borough over £20k more than a direct employee. The need to fill vacancies with temporary staff is not just expensive but also makes it difficult to meet the over £300k vacancy factor budget reduction assumed in the staffing budget. Work has been started to look at ways of encouraging agency staff to become permanent employees. The increase from last month reflects a more accurate analysis of projected costs rather than an increase in the number of agency social workers. Action: by Head of Safeguarding</p>

CHILDREN'S SERVICES

Note	Explanation
20	<p><u>Managed Vacancy Factor</u> Approved estimate: -£855k Variation: £228k First reported at Cabinet: Aug 09 Part of the Children's Services budget includes a managed vacancy factor of £835k. Low turnover in a number of areas across the Directorate has meant that it will be difficult to meet the MVF target in the current financial year. The projected pressure due to MVF is currently £228k but this is likely to change as staff move during the rest of the year. Action: Head of Children's Services</p>

ADULT & COMMUNITY SERVICES DIRECTLY MANAGED COSTS	2009/10		Variance- Manager's Projection	Notes
	Budget	Approved Estimate		
	£000	£000	£000	
ADULT SOCIAL CARE				
Expenditure	42,589	42,971	(605)	1,3,6,7,8,9,14
Income	(12,313)	(12,683)	275	2,4,5,10
Net	30,276	30,288	(330)	
HOUSING				
Expenditure	3,015	3,330	(45)	11
Income	(1,964)	(2,280)	0	
Net	1,051	1,050	(45)	
LEISURE SERVICES including:- Parks, Cemeteries & Leisure Centres				
Expenditure	9,784	9,814	0	
Income	(7,704)	(7,704)	0	
Net	2,080	2,110	0	
LIBRARY INFORMATION HERITAGE & ARTS				
Expenditure	3,141	3,141	(15)	19
Income	(204)	(204)	0	
Net	2,937	2,937	(15)	
ADULT MANAGEMENT				
Expenditure	254	211	(23)	14
Income	0	0	0	
Net	254	211	(23)	
TOTAL DIRECTLY MANAGED COSTS	36,598	36,596	(413)	

ADULT & COMMUNITY SERVICES

Note	Explanation
1	<p><u>External Homecare - Externally Purchased Hours - Expenditure</u> Approved estimate: £2,981k Variation:-£253k (-£253k) First reported at Cabinet: Jun 09 Within the External Homecare budget there is a provision of £255k for the cost of future changes to the delivery of the Home Care service. The projected variance allows for an underspend of this budget allocation based on the fact that these changes are unlikely to be implemented this year. This will be offset by an overspend of £200k on the budget for staff salaries on the internal home care team. There is an anticipated underspend of £35k on the mobile meals service due to a lower uptake of meals against the budgeted provision. There will be an underspend of £15k against the budget for the CM2000 service as part of the cost will be shared with the Rapid Response and Rehabilitation team. There is a projected overspend of £52k on the provision of External Home Care based on present patterns of service delivery. There are 58 additional hours of homecare being provided above the budget of 1987 hours per week. Overall the average cost per hour is £15.88.</p> <p>Action: To monitor demand to ensure overall budget remains in balance. Efficiencies for in-house service include increased productivity - Head of Adult Services</p>
2	<p><u>External Homecare - Externally Purchased Hours - Income</u> Approved estimate: -£875k Variation:£36k (£36k) First reported at Cabinet: Jun 09 It is anticipated that there will be a shortfall in income on mobile meals of £36k which relates to the lower volume of activity and offsets the reduced expenditure.</p>
3	<p><u>Older Person - Residential & Nursing Care - Expenditure</u> Approved estimate: £9,969k Variation: -£198k (-£198k) First reported at Cabinet: Jun 09 Average Spot Nursing placements for the year are 6 beds below budget resulting in an underspend of -£179k. One client currently in a block residential placement will be charged to the Physical Disability budget (-£19k).</p> <p>Action: To monitor demand and ensure budget level maintained through ensuring continuing health care assessments are robust (PCT funds) - Head of Adult Services</p>
4	<p><u>Older Person - Residential & Nursing Care - Income from Service Users and Health.</u> Approved estimate: -£3,656k Variation: -£29k (-£29k) First reported at Cabinet: Jun 09 Average Residential service user contributions are £4.85 above budget leading to an over-recovery of income in conjunction with 3 additional placements -£65k (vol variance -£27k, price variance -£38k). Average Nursing contributions are £14.25 above budget but 19 fewer contributions are being received due to lower placement numbers. This is giving an unfavourable variance of £34k (vol variance +£151k, price variance -£117k). Interim beds are fully utilised leading to a favourable variance in user contributions of £2k. There is additional Third Party income on both nursing and residential placements of £48k and on respite place of £27k. There is a shortfall in free nursing care income as a result of the reduced number of nursing care placements of £79k.</p> <p>Action: To monitor and maximise income collection - Head of Adult Services</p>

ADULT & COMMUNITY SERVICES

Note	Explanation
5	<p><u>Older Person - Residential & Nursing Care - Other Income</u> Approved estimate: -£257k Variation: £156k (£156k) First reported at Cabinet: Jun 09 There was 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 found it difficult to fill these places and therefore there was a reduction in the expected income to RBWM. Action: RBWM are working in partnership with the provider to improve the situation, through targets to increase income - Head of Adult Services</p>
6	<p><u>Physical Disability - Residential and Nursing Care -Expenditure</u> Approved estimate: £1,278k Variation:-£28k (-£28k) First reported at Cabinet: Jun 09 A net underspend of £28k is reported on Physical Disability placements . There are 3 more residential and 5 less nursing placements than provided for in the budget.One client has moved to self funding which has reduced the net expenditure on these placements. Action: To maintain budget level through increasing supported living placements - Head of Adult Services</p>
7	<p><u>Elderly and Physical Disabilities - Home Care Rapid Response Team - Expenditure</u> Approved estimate:£1,798k Variation -£80k (-£30k) First Reported at Cabinet: July 09 There will be an underspend on this service mainly due to difficulties in staff recruitment. Vacancies are now unlikely to be filled until early 2010 at the earliest. This is a pooled budget service with Health and the underspend reported relates to RBWM's share of the cost of the service. Action: To review staff recruitment and effectiveness of service to increase capacity as reduces demand for higher level care - Head of Adult Services</p>
8	<p><u>Learning Disability - Expenditure</u> Approved estimate: £11,141k Variation:-£280k (-£100k) First reported at Cabinet: Jun 09 Care costs are underspent due to family carers continuing to care when in poor health and aging while waiting for appropriate placements Action: To revise estimated need for 2009/10 - Head of Adult Services</p>
9	<p><u>Mental Health - Expenditure</u> Approved estimate: £1,634k Variation: £50k (£50k) First reported at Cabinet: Jun 09 This budget remains under pressure as specific high cost placements continue into 2009/10. Action: To monitor to reduce costs through analysis of needs - Head of Adult Services</p>
10	<p><u>Learning Disability - Income</u> Approved estimate: -£4,345k Variation: £112k (£0k) First reported to cabinet: Sept 09 This is due to the underachievement of income from Other Local Authorities Action: To pursue income collection vigorously from OLAs - Head of Adult Services</p>

ADULT & COMMUNITY SERVICES

Note	Explanation						
11	<p><u>Supporting People - Expenditure</u> Approved estimate: £2,233k Variation: -£45k (£0k) First reported to cabinet: Sept 09 £25k of this is due to a clawback received from Creative due to underperformance in the block contract. £20k underspend is due to various subsidy contracts which are paid according to the number of service users.</p> <p>Action: To monitor demand and projections for efficiencies - Head of Housing and Supporting People</p>						
14	<p><u>Adult Social Care Salaries</u> Approved estimate: £10,761k (£10,677k) Variation:£161k (£191k) First reported at Cabinet: Jun 09</p> <table border="0" data-bbox="248 779 1508 882"> <tr> <td>Adult Management Director of ASC Interim Arrangements</td> <td style="text-align: right;">-£23k</td> </tr> <tr> <td>Internal Homecare restructure not taking place this year</td> <td style="text-align: right;">£200k</td> </tr> <tr> <td>Learning Disability</td> <td style="text-align: right;">-£16k</td> </tr> </table> <p>Action: To monitor budget and recruitment - Head of Services</p>	Adult Management Director of ASC Interim Arrangements	-£23k	Internal Homecare restructure not taking place this year	£200k	Learning Disability	-£16k
Adult Management Director of ASC Interim Arrangements	-£23k						
Internal Homecare restructure not taking place this year	£200k						
Learning Disability	-£16k						
19	<p><u>Libraries - Expenditure</u> Approved Estimate Variation -£15k (£0k) First Reported to Cabinet: Sept 09</p> <p>Action: The Library buildings have been revalued resulting in a saving on rates - Head of Library, Information, Heritage & Arts</p>						

ENVIRONMENTAL SERVICES DIRECTLY MANAGED COSTS	2009/10		Variance- Manager's Projection	Notes
	Budget	Approved Estimate		
	£000	£000	£000	
HIGHWAYS & ENGINEERING including:- Street Lighting, Winter Maintenance & Public Transport Support				
Expenditure	5,978	6,152	0	
Income	(1,163)	(1,343)	0	
Net	4,815	4,809	0	
STREETCARE & OPERATIONS including:- Highway Maintenance and Amenity Litter				
Expenditure	4,307	4,445	0	
Income	(196)	(177)	0	
Net	4,111	4,268	0	
PUBLIC PROTECTION & SUSTAINABILITY including:- Refuse Collection & Disposal, Recycling, Env Health & Trading Standards				
Expenditure	10,997	11,129	0	
Income	(936)	(960)	(50)	1
Net	10,061	10,169	(50)	
ASSET MANAGEMENT including:- Industrial & Commercial Estates & Administrative Buildings				
Expenditure	3,484	3,484	0	
Income	(4,280)	(4,280)	30	2
Net	(796)	(796)	30	
PARKING SERVICES				
Expenditure	4,081	4,074	0	
Income	(6,684)	(6,579)	0	
Net	(2,603)	(2,505)	0	
CORPORATE MANAGEMENT				
Expenditure	256	256	0	
Income	0	0	0	
Net	256	256	0	
TOTAL DIRECTLY MANAGED COSTS	15,844	16,201	-20	

ENVIRONMENTAL SERVICES

Note	Explanation
1	<u>Licensing Income</u> Approved Estimate: -£556k Variation -£50k (£0k) First reported at Cabinet: September 09 Projected potential higher level of Hackney Carriage Income. Action: by Head of Public Protection & Sustainability
2	<u>Industrial & Commercial Eststes</u> Approved Estimate: -£3,249k Variation £30k (£0k) First reported at Cabinet: September 09 Final costs in 09/10 for termination of lease 24 High St. Action: by Head of Property Services

RESOURCES DIRECTLY MANAGED COSTS	2009/10		Variance- Manager's Projection	Notes
	Budget	Approved Estimate		
	£000	£000	£000	
RESOURCES				
Expenditure	151	179	0	
Income	0	0	0	
Net	151	179	0	
FINANCE				
Expenditure	39,557	39,739	0	1
Income	(35,895)	(36,057)	0	
Net	3,662	3,682	0	
CUSTOMER MANAGEMENT				
Expenditure	1,424	1,424	34	2
Income	(176)	(176)	0	
Net	1,248	1,248	34	
LEGAL SERVICES				
Expenditure	1,429	1,429	0	
Income	(496)	(496)	0	
Net	933	933	0	
BUSINESS IMPROVEMENT				
Expenditure	3,641	3,673	0	
Income	(625)	(625)	0	
Net	3,016	3,048	0	
PROCUREMENT				
Expenditure	455	516	0	
Income	(50)	(50)	0	
Net	405	466	0	
HUMAN RESOURCES				
Expenditure	2,746	2,773	25	3,4
Income	(667)	(667)	0	
Net	2,079	2,106	25	
TOTAL DIRECTLY MANAGED COSTS	11,494	11,662	59	

RESOURCES

Note	Explanation
1	<p>Housing & Council Tax Benefits Current Budget: £319k Variation: First Reported at Cabinet: Sep 09</p> <p>There is currently a review of the staffing requirements within the Housing Benefit team in light of the increased workload due to the current economic climate. It may be necessary to request funds from the economic contingency fund to support this.</p>
2	<p><u>Customer Service Centre</u> Current Budget: £1,294k Variation: £34k (£34k) First Reported at Cabinet: June 09 Severance costs of £9k were incurred whilst dealing with staffing performance issues in April/Amy when the CSC performance was low, these were a one off unexpected cost for which there is no budget line.</p> <p>It has been necessary to retain the services of Agency staff to ensure that the increased demand from Customers and performance targets are met, this is due to the increased number of benefits enquiries due to the current economic climate. This has resulted in an additional £25k of expenditure. <u>Action:</u> As the increased volume of customer queries has been due to the economic downturn a bid will be made to meet these costs from the Economic Contingency reserve.</p>
3	<p><u>Human Resources</u> Current Budget: £1,212k Variation: £25k (£25k) First Reported at Cabinet: August 09 The roll out of the new HR Trent system has meant that there have been additional overtime and agency costs incurred of £24k. It has also been necessary to use storage facilities for some of the HR documents which have not yet been scanned, resulting in a charge of £15k</p> <p><u>Action:</u> There has been an attempt to reduce spending elsewhere, mainly on hardware and printing, and it is anticipated these will reduce the overspend by around £14k to £25k. Further actions will be taken to reduce agency costs to fully mitigate the overspend.</p>
4	<p><u>Corporate Human Resources</u> Current Budget: £869k Variation: £0k (£13k) First Reported at Cabinet: August 09 It was agreed to purchase HIS Health and Safety software for Building services, there is however no budget available to cover this cost.</p> <p><u>Action:</u> The costs of the software acquired, could reasonably be redistributed to users of that software thus removing the previously reported overspend.</p>

POLICY, PERFORMANCE & PLANNING DIRECTLY MANAGED COSTS	2009/10		Variance- Manager's Projection	Notes
	Budget	Approved Estimate		
	£000	£000	£000	
CORPORATE MANAGEMENT				
Expenditure	719	925	20	1,2
Income	0	0	0	
Net	719	925	20	
COMMUNICATIONS				
Expenditure	309	281	0	
Income	0	0	0	
Net	309	281	0	
PERFORMANCE & POLICY				
Expenditure	1,318	1,397	(125)	3
Income	(481)	(481)	0	
Net	837	916	(125)	
DEMOCRATIC SERVICES				
Expenditure	2,787	2,736	27	4,5,6
Income	(574)	(574)	0	
Net	2,213	2,162	27	
PLANNING SERVICES				
Expenditure	4,789	4,937	(50)	8 & 9 7&10
Income	(2,388)	(2,513)	105	
Net	2,401	2,424	55	
TOTAL DIRECTLY MANAGED COSTS	6,479	6,708	-23	

POLICY, PERFORMANCE & PLANNING

Note	Explanation
1	<p><u>Chief Executive</u> Approved Estimate: £307k Variation 0 (-£21k) First reported at Cabinet: August 09 An underspend has arisen due to a secretarial post vacancy. This budget has been reduced accordingly.</p>
2	<p><u>Partnerships</u> Approved Estimate: £171k Variation £20k (£20k) First reported at Cabinet: August 09 As part of the 2009/10 budget process the Developing Connections Team were identified as a saving. A late transfer of this team to Policy & Performance led to a delay in the consultation process, and as a consequence the posts are still currently occupied and leading to an overspend.</p> <p><u>Action:</u> As there is a nil budget for the Developing Connections Team, there is no scope for making savings to offset this overspend from the budget. After discussion with the Head of Policy & Performance it is suggested that some of the underspend identified within Corporate Performance & Development is vired to alleviate this pressure.</p>
3	<p><u>Corporate Performance and Development-Expenditure</u> Approved Estimate: £605k Variation -£125k (-£18k) First reported at Cabinet: August 09 An underspend has arisen due to a staff vacancy within the Strategy and Information team, £18k. Due to a smaller team after a restructure and in year vacancies the Corporate Performance and Development team are anticipating an underspend of £87k. There has also been a post vacancy within the Information Team leading to a further underspend of £20k.</p> <p><u>Action:</u> See Notes 2, 5,6</p>
4	<p><u>Members Services</u> Approved Estimate: £465k Variation 0 (-£9k) First reported at Cabinet: July 09 An underspend has arisen, due to staff being appointed at a lower scale point than had been budgeted. This budget has been reduced accordingly in August.</p>
5	<p><u>Mayoral and Civic</u> Approved Estimate: £793k Variation £15k (£15k) First reported at Cabinet: August 09 There is a state visit due to take place in October 2009, costs of approximately £15k will be incurred to provide barriers together with the sanding of the route. As this type of event does not occur on a regular basis there is no budgetary provision.</p> <p><u>Action:</u> The Department for Culture Media and Sport have been contacted to ascertain whether it is possible to recover the costs of the State Visit, if this is not successful it may be necessary with the approval of the Head of Performance & Policy to vire some of the unspent budget from Corporate Performance & Policy to offset this overspend.</p>

POLICY, PERFORMANCE & PLANNING

Note	Explanation
6	<p><u>Grants To Voluntary Bodies</u> Approved Estimate: £201k Variation £12k (£12k) First reported at Cabinet: July 09 A supplementary budget of £8k was applied to cover the increase in the SLA funding to CAB Maidenhead. However the budget is still insufficient to cover the additional £5k awarded as an exceptional contribution for the work which they are undertaking during the current economic downturn, and also the £7k awarded to CAB Bracknell.</p> <p><u>Action:</u> The remaining grants budget has been committed to outside organisations and it is therefore not possible to find savings to mitigate this overspend. After discussion with the Head of Policy & Performance it is suggested that some of the underspend identified within Corporate Performance & Development is vired to alleviate this pressure.</p>
7	<p><u>Planning Income</u> Approved Estimate: -£911k Variation £60k (£60k) First reported at Cabinet: June 09 Reduction in Planning Application Income mainly due to the economic downturn, and a low level of applications for large developments Action: by Head of Planning. Income is monitored monthly and staff vacancies are managed to help offset the shortfall. See note 9</p>
8	<p><u>Planning Enforcement Team</u> Approved Estimate: -£178k Variation -£10k (£0k) First reported at Cabinet: September 09 Saving due to staff vacancy Action: by Head of Planning.</p>
9	<p><u>Development Control Team</u> Approved Estimate: £1,545k Variation -£40k (-£30k) First reported at Cabinet: June 09 Savings due to staff vacancies, to help offset planning income shortfall see note 7 Action: by Head of Planning.</p>
10	<p><u>Building Control Income</u> Approved Estimate: -£759k Variation £45k (£35k) First reported at Cabinet: June 09 Despite a reduction in the income target of £50k, there is still a projected shortfall due to the economic downturn.</p> <p>Action: by Head of Planning. Income is monitored monthly to identify and trends for shortfalls. A New Building Control Marketing Strategy is being developed to hopefully attract more income.</p>