

## REVENUE BUDGET MONITORING STATEMENT

SUMMARY	2009/10		
	Budget	Approved Estimate	Projected Variance
	£000	£000	£000
<b>Children's Services</b>			
Individual Schools Budget	67,156	70,776	0
Central Schools Budget	8,161	4,696	424
Dedicated Schools Grant	(75,697)	(75,873)	(424)
Education & Childcare Services	3,527	3,778	255
Families & Young People	4,303	4,310	(30)
Safeguarding & Specialist Services	8,081	9,176	735
Children's Services Management	1,076	1,029	64
<b>Total Children's Services</b>	<b>16,607</b>	<b>17,892</b>	<b>1,024</b>
<b>Adult &amp; Community Services</b>			
Adult Social Care	30,276	29,950	58
Specific Government Grants	0	0	0
Housing	1,052	1,046	1
Leisure Services	2,080	2,121	22
Libraries, Information, Heritage & Arts	2,937	2,924	(29)
Adult Management	254	210	(23)
<b>Total Adult &amp; Community Services</b>	<b>36,599</b>	<b>36,251</b>	<b>29</b>
<b>Environmental Services</b>			
Highways & Engineering	4,815	5,040	50
Streetcare & Operations	4,111	4,265	(30)
Public Protection & Sustainability	10,061	10,144	(100)
Asset Management	(796)	(836)	(80)
Parking Services	(2,603)	(2,635)	130
Corporate Management	256	254	0
<b>Total Environmental Services</b>	<b>15,844</b>	<b>16,232</b>	<b>(30)</b>
<b>Resources</b>			
Strategic Director of Resources	151	232	0
Finance	3,662	3,898	230
Customer Service Centre	1,752	1,793	60
Legal Services	933	906	95
Business Improvement	3,016	3,019	15
Procurement	465	566	0
Human Resources	2,079	2,097	0
<b>Total Resources</b>	<b>12,058</b>	<b>12,511</b>	<b>400</b>
<b>Policy, Performance &amp; Planning</b>			
Chief Executive Office	719	1,024	10
Policy and Performance	2,855	2,744	0
Planning Services	2,401	2,426	0
<b>Total Policy, Performance &amp; Planning</b>	<b>5,975</b>	<b>6,194</b>	<b>10</b>
<b>TOTAL EXPENDITURE</b>	<b>87,083</b>	<b>89,080</b>	<b>1,433</b>
Contribution (from)/to LPSA/PPG Reserve	0	(792)	0
Reduced Contribution to Insurance Reserve	0	(200)	0
Transfer to Contingency Reserves	0	139	0
Appropriation (from) LSC Reserve	0	(416)	0
Contribution to Development Fund	0	139	0
Corporate Initiatives	(376)	(176)	0
VAT Claim	0	(1,040)	0
Levies-			
Environment Agency	130	130	0
Capital Financing inc Interest Receipts	5,411	5,411	56
<b>NET REQUIREMENTS</b>	<b>92,248</b>	<b>92,275</b>	<b>1,489</b>
Less - Special Expenses	(1,102)	(1,102)	0
Transfers (from)/to Area Based Grants		(21)	
Transfer (from)/ to balances	0	(7)	(1,489)
<b>GROSS COUNCIL TAX REQUIREMENT</b>	<b>91,146</b>	<b>91,145</b>	<b>0</b>
Working Balances	4,618	5,551	5,544
Transfers on balances carried forward from 2008-9	0	(349)	0
Other transfers (from)/to balances	0	342	(1,489)
	<b>4,618</b>	<b>5,544</b>	<b>4,055</b>

CHILDREN'S SERVICES DIRECTLY MANAGED COSTS	2009/10		Variance- Manager's Projection	Notes
	Budget	Approved Estimate		
	£000	£000	£000	
<b>DSG FUNDED CHILDREN'S SERVICES</b>				
<b>INDIVIDUAL SCHOOLS BUDGET</b>				
Expenditure	85,380	93,935	0	
Income	(18,224)	(23,159)	0	
<b>Net</b>	<b>67,156</b>	<b>70,776</b>	<b>0</b>	
<b>CENTRAL SCHOOLS BUDGET</b>				
Expenditure	12,831	9,483	460	1-12
Income	(4,670)	(4,787)	(36)	
<b>Net</b>	<b>8,161</b>	<b>4,696</b>	<b>424</b>	
<b>DEDICATED SCHOOLS GRANT</b>				
Expenditure	0	0	0	
Income	(75,697)	(75,873)	(424)	13
<b>Net</b>	<b>(75,697)</b>	<b>(75,873)</b>	<b>(424)</b>	
<b>TOTAL DSG FUNDED CHILDREN'S SERVICES</b>	<b>(380)</b>	<b>(401)</b>	<b>0</b>	
<b>LA FUNDED CHILDREN'S SERVICES</b>				
<b>EDUCATION &amp; CHILDCARE SERVICES</b>				
Expenditure	6,763	7,474	255	14,15,16,28
Income	(3,236)	(3,696)	0	
<b>Net</b>	<b>3,527</b>	<b>3,778</b>	<b>255</b>	
<b>FAMILIES &amp; YOUNG PEOPLE</b>				
Expenditure	6,371	6,189	(60)	17
Income	(2,068)	(1,879)	30	18
<b>Net</b>	<b>4,303</b>	<b>4,310</b>	<b>(30)</b>	
<b>SAFEGUARDING &amp; SPECIALIST SERVICES</b>				
Expenditure	8,693	9,799	712	19-22, 25-27
Income	(612)	(623)	23	23
<b>Net</b>	<b>8,081</b>	<b>9,176</b>	<b>735</b>	
<b>CHILDREN'S SERVICES MANAGEMENT</b>				
Expenditure	1,118	1,071	64	28
Income	(42)	(42)	0	
<b>Net</b>	<b>1,076</b>	<b>1,029</b>	<b>64</b>	
<b>TOTAL LA FUNDED CHILDRENS SERVICES</b>	<b>16,987</b>	<b>18,293</b>	<b>1,024</b>	
<b>TOTAL DIRECTLY MANAGED COSTS</b>	<b>16,607</b>	<b>17,892</b>	<b>1,024</b>	

## CHILDREN'S SERVICES

Note	Explanation
1	<p><u>School and Governor support</u>  Approved Estimate: £154k  Variation: £25k (£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 Education and Childcare</p>
2	<p><u>Admissions</u>  Approved Estimate: £183k  Variation: -£8k (-£18k)  First reported at Cabinet: Sep 09  Staff vacancies in the admissions team during the summer term are likely to lead to a small underspend at the end of the year. The latest outturn projection shows a small reduction in the size of the underspend.  Action: by Head of Education and Childcare</p>
3	<p><u>School specific contingency</u>  Approved Estimate: £370k  Variation: -£253k (-£58k)  First reported at Cabinet: Sep 09  The Schools Specific Contingency includes budgets for suspended teachers fund and contingency panel allocations where schools face unexpected and unavoidable financial pressures. Claims against these budgets have been less than expected. The projected underspend has increased from -£58k last month to -£253k this month. This follows recent confirmation of a rates rebate of £223k in respect of some voluntary aided schools whose rates bills have been set too high. The outturn estimate also reflects unallocated DSG funding resulting from the finalisation of 2009-10 DSG figures.  Action: by Head of Education and Childcare</p>
4	<p><u>Schools Maternity Insurance cover</u>  Approved Estimate: £109 K  Variation: £88k (£85k)  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 projected overspend of £88k is a slight increase on last month's projection.  Action: by Head of Education and Childcare</p>
5	<p><u>SEN Out of Borough special school placements</u>  Approved Estimate: £4,964k  Variation: £693k (£744k)  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. The reduction on last month reflects the latest estimate of the share of pct income due to the SEN budget.  Action: by Head of Education and Childcare</p>

## CHILDREN'S SERVICES

Note	Explanation
6	<p><u>Inter-authority SEN Recoupment</u>            Approved Estimate: -£1,371k            Variation: -£47k (-£88k)            First reported at Cabinet: Dec 09            An over-recovery of income for other LA children in RBWM schools is expected to result in an underspend of £47k against budget. This is mainly due to more Slough children in RBWM schools than anticipated.            Action: by Head of Education and Childcare</p>
7	<p><u>Additional SEN support to schools</u>            Approved Estimate:            Variation: £194k (£178k)            First reported at Cabinet: Nov 09            The centrally retained SEN budget is also used to support specific additional costs of children with exceptional needs, where delegated formula funding is insufficient to cover such high costs. Typically, this covers the additional costs of learning support assistants where high pupil to staff ratios are required. The projected overspend relates to 15 high needs children at an average additional cost of £12,000 per annum. A review of the special school formula is currently looking at how SEN bands should be changed to ensure that some of this funding is delegated directly to the special school in 2010-11.            Action: by Head of Education and Childcare</p>
8	<p><u>Traveller service</u>            Approved Estimate: £96k            Variation: -£40k (-£34k)            First reported at Cabinet: Dec 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. The projected underspend remains only slightly from last month.            Action: by Head of Education and Childcare</p>
9	<p><u>Behaviour Support Services</u>            Approved Estimate: £200 K            Variation: -£20k (-£20k)            First reported at Cabinet: July 09            Staff vacancies within the Behaviour Support Services earlier in the year are likely to lead to a minimum £20k underspend against budget.            Action: by Head of Education and Childcare</p>
10	<p><u>Education and Childcare - miscellaneous</u>            Approved Estimate:            Variation: -£52k (-£17k)            First reported at Cabinet: Dec 09            Following more detailed investigation of a range of relatively minor central expenditure budgets as we approach year end, we now anticipate an underspend of -£52k, an increase of £35k compare with last month.            Action: by Head of Education and Childcare</p>
11	<p><u>Sensory Consortium Service</u>            Approved Estimate: £292k            Variation: -£36k            First reported at Cabinet: Feb 10            The sensory consortium service contracts with other LAs to provide top-up visits to support particularly needy children over and above the contracted core service provided through the RBWM hosted joint arrangement. Efficient working practices within the service has led to a net over-recovery of income for these top-up visits.            Action: by Head of Education and Childcare</p>

## CHILDREN'S SERVICES

Note	Explanation
12	<p><u>Extention to the free entitlement</u>            Approved Estimate:            Variation: -£120k            First reported at Cabinet: Feb 10            Schools which have been piloting the extention of the free entitlement from 12.5 hours to 15 hours since September have been funded through a ring-fenced standards fund grant for the additional 2.5 hours. Those schools which have admitted 3 and 4 year olds full time will already have been funded for the additional 2.5 hours through the funding formula at the start of the year which funds schools on nursery places. To avoid double funding schools for this additional 2.5 hours, £120k is the estimated amount for the autumn and spring terms that will be paid back into the central contingency DSG budget from the grant.</p> <p>Action: by Head of Education and Childcare</p>
13	<p><u>Dedicated Schools Grant</u>            Approved Estimate: £75,873 K            Variation: -£424k (-£795k)            First reported at Cabinet: July 09            The overspend against the DSG reported in notes 1-12 above will be offset against the DSG allocation next financial year.</p> <p>Action: by Director of Children's Services</p>
14	<p><u>Home to School Transport</u>            Approved Estimate: £2,012 K            Variation: £14k            First reported at Cabinet: July 09            During the year savings for inflation on minibus and taxi contracts and bus passes of £48k have been taken and the budget reduced accordingly. Further savings of £139k in relation to the part year effect of the reduced cost of contracts following the contract retendering process have been taken out of the budget. The latest year end estimate is now a small overspend of £14k due to some recent changes in the routes and escort arrangements for a few SEN children.</p> <p>Action: by Head of Education and Childcare</p>
15	<p><u>Speech and language therapy</u>            Approved Estimate: £307 K            Variation: £63k (£63k)            First reported at Cabinet: Aug 09            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. Whilst the anticipated overspend is as reported last month, indications from the Primary Care Trust suggest the final overspend might not be quite as high as expected. Further information is awaited from the PCT.</p> <p>Action: by Head of Education and Childcare</p>
16	<p><u>Occupational therapy</u>            Approved Estimate:            Variation: £40k (£40k)            First reported at Cabinet: Dec 09            Occupational therapy appears on an increasingly large number of statements of special educational need. The PCT has been asked to provide most of this therapy. £40k is the projected overspend for this service. Growth of £40k has been agreed in 10-11.</p> <p>Action: by Head of Education and Childcare</p>

## CHILDREN'S SERVICES

Note	Explanation
17	<p><u>Youth Service Expenditure</u>            Approved estimate: £2,693k            Variation: -£60k (-£60k)            First reported at Cabinet: Sep 09            The projected underspend is attributed to staffing vacancies during the first half of the year. Recruitment to all but one of the posts has been successful, although staff are not necessarily in post yet. The projected underspend is unchanged from last month.</p> <p>Action: Head of Families and Young People</p>
18	<p><u>Youth Service Income</u>            Approved estimate: - £376k            Variation: £30k (£30k)            First reported at Cabinet: Sep 09            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 from their income from lettings.</p> <p>Action: Head of Families and Young People</p>
19	<p><u>Special Guardianship payments &amp; residence orders</u>            Approved Estimate: £201 K</p> <p style="text-align: right;">1</p> <p>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 £35k-£40k 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. 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. Taken together the net projected overspend of £105k has not significantly changed since last month.</p> <p>Action: by Head of Safeguarding</p>
20	<p><u>Temporary Accommodation</u>            Approved Estimate: £8k            Variation: £15k (£15k)            First reported at Cabinet: Sep 09            The projected overspend relates to previously a family supported in temporary bed and breakfast accommodation, whose 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>
21	<p><u>Family placement costs - adoption</u>            Approved Estimate: £108 K            Variation: -£23k (-£23k)            First reported at Cabinet: June 09            The number of children for whom adoption payments are made remains relatively constant (currently 18). 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 £23k.</p> <p>Action: by Head of Safeguarding</p>

## CHILDREN'S SERVICES

Note	Explanation
22	<p><u>Internal foster placements - expenditure</u>            Approved Estimate: £854 K            Variation: £214k (£234k)            First reported at Cabinet: July 09</p> <p>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. The increase in numbers has put this budget under significant pressure. The projected overspend on internal foster care has reduced by £20k from last month due to 5 children leaving placements and 1 new child joining in the last month. Currently there are 65 placed in foster homes within the Boro, compared with 54 at the same time last year.</p> <p>Action: by Head of Safeguarding</p>
23	<p><u>Internal foster placements - income</u>            Approved Estimate: - £117 K            Variation: £23k (£13k)            First reported at Cabinet: July 09</p> <p>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. The increased under recovery of income compared with last month reflects that one of the children leaving foster care was another LA's child for whom we will no longer receive income.</p> <p>Action: by Head of Safeguarding</p>
24	<p><u>External foster placements - expenditure</u>            Approved Estimate: £250k (£156 K)            Variation: £114k (£98k)            First reported at Cabinet: July 09</p> <p>The increase in overall numbers of foster children means that there are now fewer foster carers within the Borough still able to accept children. The projected overspend now reflects the allocation of £95k additional budget from the £750k economic contingency approved by Cabinet for safeguarding services. Last year we had 3 children placed with agencies, this year we currently have 17, an increase of one in the last month at a cost of £800-£900 pw. 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. This year there have been 21 children in total placed in agency foster care, compared with 3 in 08-09.</p> <p>Action: by Head of Safeguarding</p>
25	<p><u>Residential placements</u>            Approved Estimate: £1,900k (£1,720k)            Variation: £231k (£188k)            First reported at Cabinet: July 09</p> <p>23 children in care currently have residential placements, of whom 14 are joint funded with education (Dedicated Schools Grant). The average full cost of children in residential care is between £3,000 and £4,000 per annum of which around 58% is funded by the LA safeguarding budget, and the rest from PCT contributions and Dedicated Schools Grant. The projected overspend now reflects the allocation of £180k additional budget from the £750k economic contingency approved by Cabinet for safeguarding services. The overspend for the year has increased on last month following the arrival of a new child into the Borough who is currently being assessed. We are assuming an average cost of £30,000 per term (which is the cost to safeguarding - an additional £30k to be charged to DSG) until the end of the year in our projection. To be consistent with previous reporting the full overspend is reported under "Permanency and placement". Since the CS restructure, the care costs relating to disabled children remains part of the Safeguarding and Specialist services, but is now part of the Learning Difficulties and Disabilities team.</p> <p>Action: by Head of Safeguarding</p>

## CHILDREN'S SERVICES

Note	Explanation
26	<p><u>Direct Payments</u>  Approved Estimate: £99 K  Variation: £56k (£54k)  First reported at Cabinet: Oct 09  Direct payments averaging £65 per week are made to parents and guardians to enable them to put in place local and tailored arrangements for care and respite. Current known commitments suggest this budget will be overspent by around £56k, similar to last year. 48 service users, of whom 36 are still current. The number of service users varies from month to month and around 50 service users have received a direct payment in the current year, (either a lump sum or a regular weekly payment). In March 2009, 26 families received direct payments.</p> <p>Action: by Head of Safeguarding</p>
27	<p><u>Social worker staffing</u>  Approved Estimate: £2,900k (£2,474k)  Variation: £0k (£0k)  First reported at Cabinet: Aug 09  In November, Safeguarding services were carrying around 12 vacant social worker FTEs out of an establishment of just over 50. The gap was being filled by 17 agency social workers (individuals, not FTEs) 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 around £20k more than a directly employed worker. Staff budgets are set with an assumption that over the course of the year there will be a number of unfilled vacancies. Filling vacancies with temporary agency staff therefore makes it difficult to stay within budget. By the start of next financial year we expect to have reduced the number of agency social workers to just 6. This follows a recent recruitment drive and a new employment package for children's social workers aimed to encourage the take-up of directly employed posts.</p> <p>The projected overspend has now been removed from this service as £474k of the £750k allocated from the economic contingency fund by Cabinet has been transferred here.</p> <p>Action: by Head of Safeguarding</p>
28	<p><u>Managed Vacancy Factor</u>  Approved estimate: -£855k  Variation: £202k (£213k)  First reported at Cabinet: Aug 09  Low turnover in a number of areas across the Directorate has meant that it will be difficult to stay within staff budgets which are set assuming a certain level of unfilled vacancies over the course of the year. Recent changes in staffing account for the small reduction in projected overspend.</p> <p>Action: Director of Children's Services</p>

ADULT & COMMUNITY SERVICES DIRECTLY MANAGED COSTS	2009/10		Variance- Manager's Projection	Notes
	Budget	Approved Estimate		
	£000	£000	£000	
<b>ADULT SOCIAL CARE</b>				
Expenditure	42,589	42,607	418	1,3,4,5,6,7,10,11,12,23
Income	(12,313)	(12,657)	(355)	2,3,4,8,18,22
<b>Net</b>	<b>30,276</b>	<b>29,950</b>	<b>58</b>	
<b>HOUSING</b>				
Expenditure	3,016	3,326	(69)	9,15
Income	(1,964)	(2,280)	70	16
<b>Net</b>	<b>1,052</b>	<b>1,046</b>	<b>1</b>	
<b>LEISURE SERVICES including:-</b> Parks, Cemeteries & Leisure Centres				
Expenditure	9,784	9,791	5	13
Income	(7,704)	(7,670)	17	14,19,20,21
<b>Net</b>	<b>2,080</b>	<b>2,121</b>	<b>22</b>	
<b>LIBRARY INFORMATION HERITAGE &amp; ARTS</b>				
Expenditure	3,141	3,128	(29)	17
Income	(204)	(204)	0	
<b>Net</b>	<b>2,937</b>	<b>2,924</b>	<b>(29)</b>	
<b>ADULT MANAGEMENT</b>				
Expenditure	254	210	(23)	12
Income	0	0	0	
<b>Net</b>	<b>254</b>	<b>210</b>	<b>(23)</b>	
<b>TOTAL DIRECTLY MANAGED COSTS</b>	<b>36,599</b>	<b>36,251</b>	<b>29</b>	

## ADULT &amp; COMMUNITY SERVICES

Note	Explanation
1	<p><u>External Homecare - Externally Purchased Services - Expenditure</u>            Approved estimate: £2,779k (£2,779k)            Variation: £143k (£53k)            First reported at Cabinet: Jun 09            A temporary transfer of hours from a block to a spot provider gave rise to an overspend earlier in the year. Recently additional commitment has been given to preventative services in respect of dementia.            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 Services - Income</u>            Approved estimate: -£875k (-£875k)            Variation: -£59k (-£57k)            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. An increase in the number of external service users has increased the projected income by £2k to £59k.            Action: Meals on Wheels are seen as vital to support people to remain in their own homes. Service users are being encouraged to use Meals on Wheels -Head of Adult Services</p>
3	<p><u>Older Person - Residential &amp; Nursing Care</u>            Approved estimate: £6,172k (£6,172k)            Variation: -£19k (-£43k)            First reported at Cabinet: Jun 09            There were some difficulties with the provision of respite care for people with dementia which has impacted on the budget. Greater emphasis is being placed on ensuring that people can access continuing care through the appointment of a specialist officer to increase the numbers of people across the Borough.            Action: To monitor demand and ensure budget level maintained through ensuring that users access continuing health care where it is appropriate to do so. The Commissioning Manager is to negotiate fee re-imburement from care provider - Head of Adult Services to sort</p>
4	<p><u>Physical Disability - Residential and Nursing Care</u>            Approved estimate: £942k (£942k)            Variation: -£11k (-£28k)            First reported at Cabinet: Jun 09            A net underspend of £11k is reported on Physical Disability placements . There are 4 more residential and 5 less nursing placements than provided for in the budget. The projection has changed due to a number of admissions and discharges, including 1 death, affecting the expected income.            Action: To maintain budget level through supporting people to remain in their own homes and increasing supported living placements - Head of Adult Services</p>
5	<p><u>Elderly and Physical Disabilities - Home Care Rapid Response Team - Expenditure</u>            Approved estimate:£1,801k (£1,801k)            Variation -£49k (-£45k)            First Reported at Cabinet: July 09            There will be an underspend on this service mainly due to difficulties in staff recruitment. Vacancies have now been filled with only one further post vacant. This is a pooled budget service with Health and the underspend reported relates to RBWM's share of the cost of the service. Consultants are looking at the service in terms of efficiencies as part of the lean efficiency program.            Action: To undertake staff recruitment and review effectiveness of service to increase capacity - Head of Adult Services.</p>

## ADULT &amp; COMMUNITY SERVICES

Note	Explanation
6	<p><u>Learning Disability - Expenditure</u>            Approved estimate: £13,951k (£13,951k)            Variation: -£40k (-£30k)            First reported at Cabinet: Jun 09            The underspend is due to some of the supported living placements being less than previously predicted. The change since December reporting is due the service manager revising the forward look list of service users.            Action: To revise estimated need for 2009/10 - Head of Adult Services</p>
7	<p><u>Mental Health - Expenditure</u>            Approved estimate: £2,848k (£2,848k)            Variation: £72k (£80k)            First reported at Cabinet: Nov 09            The overspend is due to some service users being in high cost placements - for example a recent admission is to a place costing £80k pa. The opening of Moorbridge Road will have a positive impact on this budget.            Action: To reduce costs through analysis of needs - Head of Adult Services</p>
8	<p><u>Learning Disability - Income</u>            Approved estimate: -£4,280k (-£4,280k)            Variation: -£217k (£20k)            First reported to cabinet: Sept 09            £20k overspend is due to the underachievement of income from Other Local Authorities. A systematic approach is being taken to pursue income from OLAs. £237k underspend is due to the final S28a income transfer settlement - the majority of this money had already been committed (see notes 23 and 24)            Action: To pursue income collection vigorously from OLAs - Head of Adult Services</p>
9	<p><u>Supporting People - Expenditure</u>            Approved estimate: £2,395k (£2,395k)            Variation: -£38k (-£25k)            First reported to cabinet: Sept 09            £25k underspend is due to a claw back received from a contractor due to under activity in the block contract. There is also a £13k underspend on staffing in the Supporting People team due to the holding of a vacant post.            Action: Head of Housing</p>
10	<p><u>Direct Payments Elderly and Physical Disability - Expenditure</u>            Approved estimate: £735k (£735k)            Variation: £77k (£77k)            First reported to cabinet: Oct 09            This should be read in tandem with external homecare because Direct payments are generally for funding of homecare packages by cash payments to individuals. The combined direct payment and homecare budget is £3,716k of this £77k overspend represents 2% and follows demand pressures.            Action: to carefully monitor the increase in conjunction with homecare. - Head of Adult Services</p>
11	<p><u>Concessionary Fares - Expenditure</u>            Approved estimate: £1,315k (£1,315k)            Variation: £33k (£35k)            First reported to cabinet: Nov 09            Final invoices for 2008/09 were £33k above expectations, these were received too late for adjustment of 2008/09 accounts and therefore show as an over commitment in 2009/10.            Action: Ensure in future that Accountancy are informed of all the commitments that need accruing at year end - Head of Adult Services</p>

## ADULT &amp; COMMUNITY SERVICES

Note	Explanation												
12	<p><u>Adult Social Care Salaries</u>  Approved estimate: £11,289k (£11,289k)  Variation: £25k (-£26k)  First reported at Cabinet: Jun 09</p> <table border="0"> <tr> <td>Adult Management Director of ASC Interim Arrangements</td> <td style="text-align: right;">-£23k (-£23k)</td> </tr> <tr> <td>Internal Homecare restructure not taking place this year</td> <td style="text-align: right;">£24k (£10k)</td> </tr> <tr> <td>Learning Disability</td> <td style="text-align: right;">-£46k (-£16k)</td> </tr> <tr> <td>Elderly Day Centres</td> <td style="text-align: right;">-£25k (-£15k)</td> </tr> <tr> <td>Joint Commissioning</td> <td style="text-align: right;">£18k (£18k)</td> </tr> <tr> <td>Disability Team</td> <td style="text-align: right;">£77k (£0k)</td> </tr> </table> <p>A High Managed Vacancy Factor is not going to be achieved due to requiring the staff to meet the winter period demand and to ensure the timeliness of social care assessment NI132 that was identified as an area of concern in the Annual Performance Assessment. Link to S28a income (note 8)  Action: To monitor budget and recruitment - Head of Adult Services</p>	Adult Management Director of ASC Interim Arrangements	-£23k (-£23k)	Internal Homecare restructure not taking place this year	£24k (£10k)	Learning Disability	-£46k (-£16k)	Elderly Day Centres	-£25k (-£15k)	Joint Commissioning	£18k (£18k)	Disability Team	£77k (£0k)
Adult Management Director of ASC Interim Arrangements	-£23k (-£23k)												
Internal Homecare restructure not taking place this year	£24k (£10k)												
Learning Disability	-£46k (-£16k)												
Elderly Day Centres	-£25k (-£15k)												
Joint Commissioning	£18k (£18k)												
Disability Team	£77k (£0k)												
13	<p><u>Allotments</u>  Approved estimate: £24k (£24k)  Variation: £5k (£5k)  First reported at Cabinet: Oct 09</p> <p>Overspend has been caused by water leaks, due to piping which has now been repaired. A capital bid has been submitted for a new water supply and self-filling tanks for 2010/11 to overcome this problem</p> <p>Action: Capital bid put forward by Head of service has now been approved</p>												
14	<p><u>Cemeteries &amp; Churchyards</u>  Approved estimate: £37k (£37k)  Variation: -£5k (-£5k)  First reported at Cabinet: Oct 09</p> <p>Expected increase in burial fee income achieved</p> <p>Action: Head of Service</p>												
15	<p><u>Housing - Expenditure</u>  Approved Estimate: £932k (£932k)  Variation: -£31k (-£44k)  First reported to Cabinet: Nov 09</p> <p>The Housing Policy Team is not holding any vacancies during the latter part of the year and is therefore not achieving its target Managed Vacancy Factor and is expected to overspend by £12k on staffing budgets. This is partially offset by an underspend on Housing Hardware support of £3k. Expenditure on B&amp;Bs is lower than previously anticipated by £75k. This is partially offset by an estimated overspend of £55k due to expected bad debts relating to interest free loans. Making loans available for deposits in the private sector is a cost effective way of offering alternative housing options to people threatened with homelessness and helps to avoid long term and very costly placements in B&amp;B accommodation. There is also likely to be an underspend on the Mortgage Rescue Program of £20k.</p> <p>Action: Head of Housing to continue close monitoring</p>												

## ADULT &amp; COMMUNITY SERVICES

Note	Explanation
16	<p><u>Housing - Income</u>  Approved Estimate: -£467k (-£467k)  Variation: £70k (£55k)  First reported to Cabinet: Nov 09  The £75k lower expenditure mentioned in note 15 is matched by a lower receipt of Housing Benefit income. This is as a result of less people needing temporary accommodation. Additional income of £7.5k has been received relating to "Recession Funding".  Action: Head of Housing</p>
17	<p><u>Libraries - Expenditure</u>  Approved Estimate: £2,873k (£2,873k)  Variation -£29k (-£15k)  First Reported to Cabinet: Sept 09  The Library buildings have been revalued resulting in a saving of £15k on rates. There are staffing vacancies totalling £30k offset by the cost of the fundamental service review of £16k  Action: Continue close monitoring of Budget</p>
18	<p><u>Joint Commissioning - Income</u>  Approved Estimate: -£664k (-£664k)  Variation: -£10k (-£9k)  First Reported to Cabinet: Nov 09  Grant Income from the PCT is higher than was budgeted for in respect of "Stress Less" sessions  Action: Head of Adult Services</p>

ENVIRONMENTAL SERVICES DIRECTLY MANAGED COSTS	2009/10		Variance- Manager's Projection	Notes
	Budget	Approved Estimate		
	£000	£000	£000	
<b>HIGHWAYS &amp; ENGINEERING including:-</b> Street Lighting, Winter Maintenance & Public Transport Support				
Expenditure	5,978	6,408	50	1,2,4,5
Income	(1,163)	(1,368)	0	3
<b>Net</b>	<b>4,815</b>	<b>5,040</b>	<b>50</b>	
<b>STREETCARE &amp; OPERATIONS including:-</b> Highway Maintenance and Amenity Litter				
Expenditure	4,307	4,382	(30)	6,7
Income	(196)	(117)	0	
<b>Net</b>	<b>4,111</b>	<b>4,265</b>	<b>(30)</b>	
<b>PUBLIC PROTECTION &amp; SUSTAINABILITY including:-</b> Refuse Collection & Disposal, Recycling, Env Health & Trading Standards				
Expenditure	10,997	11,127	(40)	10
Income	(936)	(983)	(60)	9
<b>Net</b>	<b>10,061</b>	<b>10,144</b>	<b>(100)</b>	
<b>ASSET MANAGEMENT including:-</b> Industrial & Commercial Estates & Administrative Buildings				
Expenditure	3,484	3,444	(20)	12
Income	(4,280)	(4,280)	(60)	11
<b>Net</b>	<b>(796)</b>	<b>(836)</b>	<b>(80)</b>	
<b>PARKING SERVICES</b>				
Expenditure	4,081	3,944	0	
Income	(6,684)	(6,579)	130	8
<b>Net</b>	<b>(2,603)</b>	<b>(2,635)</b>	<b>130</b>	
<b>CORPORATE MANAGEMENT</b>				
Expenditure	256	254	0	
Income	0	0	0	
<b>Net</b>	<b>256</b>	<b>254</b>	<b>0</b>	
<b>TOTAL DIRECTLY MANAGED COSTS</b>	<b>15,844</b>	<b>16,232</b>	<b>-30</b>	

## ENVIRONMENTAL SERVICES

Note	Explanation
1	<p><u>Winter Maintenance</u>            Approved Estimate: £200k            Variation £50k (£0k)            First reported at Cabinet: January 2010            The approved budget includes a supplementary estimate of £90k to cover the impact of severe weather conditions for additional salt and gritting. Current indications are that an additional £50k will be required to maintain salt levels, repair potholes and cover the cost of snow clearing            Action: by Head of Highways &amp; Engineering.</p>
2	<p><u>Highway Trees</u>            Approved Estimate: £90k            Variation £0k (£25k)            First reported at Cabinet: November 09            The approved budget includes a supplementary estimate of £10k for tree damage caused by heavy snowfall, and a virement of £25k from Highway Licensing Income for Emergency Tree works.(see note 3)            Action: by Head of Highways &amp; Engineering.            licensing income - see note 3.</p>
3	<p><u>Highway Licensing Income</u>            Approved Estimate: -£384k            Variation £0k (£-25k)            First reported at Cabinet: November 09            £25k budget for surplus income has been vired to Highway trees (see note 2)            Action: by Head of Highways &amp; Engineering.</p>
4	<p><u>Transportation - Bus Subsidies</u>            Approved Estimate: £674k            Variation £5k (£5k)            First reported at Cabinet: November 09            Additional contribution to Bracknell for re-negotiated Route 53 - Bracknell to Wexham Park Hospital            Action: by Head of Highways &amp; Engineering.</p>
5	<p><u>Road Safety &amp; School Crossing Patrols</u>            Approved Estimate: £41k            Variation- £5k (-£5k)            First reported at Cabinet: November 09            Savings from staff vacancies            Action: by Head of Highways &amp; Engineering.</p>
6	<p><u>Crime &amp; Disorder</u>            Approved Estimate: £767k            Variation- £20k (£0k)            First reported at Cabinet: February 10            Savings from staff vacancies.            Action: by Head of Operations</p>
7	<p><u>Operations Unit</u>            Approved Estimate: £1,410k            Variation- £10k (£0k)            First reported at Cabinet: February 10            Savings from staff vacancy for Emergency Planning Officer            Action: by Head of Operations</p>

## ENVIRONMENTAL SERVICES

Note	Explanation
8	<p><u>Parking Income</u>            Approved Estimate: -£6579k            Variation £130k (£0k)            First reported at Cabinet: February 10            Projected lower level of parking income due to adverse weather conditions.            Action: by Head of Operations</p>
9	<p><u>Licensing Income</u>            Approved Estimate: -£556k            Variation -£60k -(£50k)            First reported at Cabinet: September 09            Projected potential higher level of Hackney Carriage Income.            Action: by Head of Public Protection &amp; Sustainability</p>
10	<p><u>Environmental Health Team</u>            Approved Estimate: £711k            Variation- £40k (£0k)            First reported at Cabinet: February 10            Savings from staff vacancy            Action: by Head of Public Protection &amp; Sustainability</p>
11	<p><u>Industrial &amp; Commercial Estates</u>            Approved Estimate: -£3,249k            Variation -£60k (£30k)            First reported at Cabinet: September 09            Final costs in 09/10 for termination of lease 24 High St, now offset by additional rent income.            Action: by Head of Property Services</p>
12	<p><u>Property Management Unit</u>            Approved Estimate: £401k            Variation -£20k (£0k)            First reported at Cabinet: February 10            Staff savings            Action: by Head of Property Services</p>

RESOURCES DIRECTLY MANAGED COSTS	2009/10		Variance- Manager's Projection	Notes
	Budget	Approved Estimate		
	£000	£000	£000	
<b>RESOURCES</b>				
Expenditure	151	232	0	
Income	0	0	0	
<b>Net</b>	<b>151</b>	<b>232</b>	<b>0</b>	
<b>FINANCE</b>				
Expenditure	39,557	39,965	243	1,2,3,4
Income	(35,895)	(36,067)	(13)	2
<b>Net</b>	<b>3,662</b>	<b>3,898</b>	<b>230</b>	
<b>CUSTOMER MANAGEMENT</b>				
Expenditure	2,130	2,171	60	5
Income	(378)	(378)	0	
<b>Net</b>	<b>1,752</b>	<b>1,793</b>	<b>60</b>	
<b>LEGAL SERVICES</b>				
Expenditure	1,429	1,402	0	
Income	(496)	(496)	95	6
<b>Net</b>	<b>933</b>	<b>906</b>	<b>95</b>	
<b>BUSINESS IMPROVEMENT</b>				
Expenditure	3,641	3,644	0	
Income	(625)	(625)	15	7
<b>Net</b>	<b>3,016</b>	<b>3,019</b>	<b>15</b>	
<b>PROCUREMENT</b>				
Expenditure	584	685	0	
Income	(119)	(119)	0	
<b>Net</b>	<b>465</b>	<b>566</b>	<b>0</b>	
<b>HUMAN RESOURCES</b>				
Expenditure	2,513	2,531	0	
Income	(434)	(434)	0	
<b>Net</b>	<b>2,079</b>	<b>2,097</b>	<b>0</b>	
<b>TOTAL DIRECTLY MANAGED COSTS</b>	<b>12,058</b>	<b>12,511</b>	<b>400</b>	

## RESOURCES

Note	Explanation
1	<p><u>Strategic Finance</u>            Current Budget: £132k            Variation: £10k            First Reported at Cabinet: February 10            The role of PA to the Head of Finance was filled by Agency staff for part of the year, the costs for which were in excess of the budget.</p> <p><u>Action:</u> This overspend is offset by the underspends within Accountancy</p>
2	<p><u>Accountancy</u>            Current Budget: £2,344k            Variation: -£30k            First Reported at Cabinet: February 10            There has been an increase in the income received, due in part to an unexpected grant for Student Administration (£6k) and also an adjustment to the 2008/09 Schools SLA for Bursar Support (£7k). In addition vacant posts during the year are anticipated to lead to a further underspend of £17k.</p>
3	<p><u>Council Tax and Business Rates Collection</u>            Current Budget: £507k            Variation: £115k (£80k)            First Reported at Cabinet: December 09</p> <p>In order to improve the in year collection rate it has been necessary to make use of additional resources in the form of Agency staff, this could not however be contained within the existing budget and has resulted in an overspend. The council tax collection rate is currently ahead of last year by 0.7%, and against this years target the collection rate is ahead by 0.91%. Based on anticipated monthly collection for the remainder of this year a 98% year end collection is looking possible, the highest rate for over 5 years (the 2008/09 collection rate was 97.68%). Based on the total collectable for the current year this would represent an increase on in year cash received of £246k.</p>
4	<p><u>Housing and Council Tax Benefits</u>            Current Budget: £512k            Variation: £135k (£50k)            First Reported at Cabinet: December 09</p> <p>Due to the economic conditions there has been an increase in the workload due to both existing and new claimants, in order to meet targets in has been necessary to make use of Agency staff to assist in processing these claims (£135k). The average number of Change of Circumstances processed in the first 8 months of 2009/10 is 1560 compared to 1270 in the previous year.</p> <p>The average number of new claims processed in the first 8 months of 2009/10 is 370 compared to 340 in 2008/09. The average caseload in the first 8 months of 2009/10 is 7400 compared to 6810 in 2008/09.</p> <p><u>Action:</u> Due to the fact that this overspend is a result of current economic conditions a request will be made to cover this overspend from the Economic Contingency fund.</p>

## RESOURCES

Note	Explanation
5	<p><u>Customer Service Centre</u>            Current Budget: £1,319k            Variation: £60k (£9k)            First Reported at Cabinet: June 09</p> <p>Severance costs of £11k were incurred whilst dealing with staffing performance issues in April when the CSC performance was low, these were a one off unexpected cost for which there is no budget line. In addition, in order to maintain levels of service it has been necessary to engage Agency staff and pay overtime, £49k.</p>
6	<p><u>Land Charges</u>            Current Budget: £616k            Variation: £95k (£80k)            First Reported at Cabinet: October 09</p> <p>The continued impact of the downturn in the housing market means it is anticipated that budgeted income levels will not be achieved.</p> <p><u>Action:</u>Due to the fact that this overspend is a result of current economic conditions a request will be made to cover this overspend from the Economic Contingency fund.</p>
7	<p><u>Business Improvements</u>            Current Budget: £2,292k            Variation: £15k            First Reported at Cabinet: February 10</p> <p>Also due to the current economic climate there is a projected shortfall in income for Street Naming and Numbering (£15k).</p> <p><u>Action:</u>Due to the fact that this overspend is a result of current economic conditions a request will be made to cover this overspend from the Economic Contingency fund.</p>

POLICY, PERFORMANCE & PLANNING DIRECTLY MANAGED COSTS	2009/10		Variance- Manager's Projection	Notes
	Budget	Approved Estimate		
	£000	£000	£000	
<b>CORPORATE MANAGEMENT</b>				
Expenditure	719	1,024	10	1,2
Income	0	0	0	
<b>Net</b>	<b>719</b>	<b>1,024</b>	<b>10</b>	
<b>COMMUNICATIONS</b>				
Expenditure	309	317	0	
Income	0	0	0	
<b>Net</b>	<b>309</b>	<b>317</b>	<b>0</b>	
<b>PERFORMANCE &amp; POLICY</b>				
Expenditure	1,318	1,230	0	
Income	(481)	(481)	0	
<b>Net</b>	<b>837</b>	<b>749</b>	<b>0</b>	
<b>DEMOCRATIC SERVICES</b>				
Expenditure	2,081	2,050	0	
Income	(372)	(372)	0	
<b>Net</b>	<b>1,709</b>	<b>1,678</b>	<b>0</b>	
<b>PLANNING SERVICES</b>				
Expenditure	4,789	4,949	(245)	3,4,5,8,9,10 4,6,7,11
Income	(2,388)	(2,523)	245	
<b>Net</b>	<b>2,401</b>	<b>2,426</b>	<b>0</b>	
<b>TOTAL DIRECTLY MANAGED COSTS</b>	<b>5,975</b>	<b>6,194</b>	<b>10</b>	

## POLICY, PERFORMANCE &amp; PLANNING

Note	Explanation
1	<p><u>Chief Executive</u>  Approved Estimate: £284k  Variation -£6k  First reported at Cabinet: February 10  Underspends are anticipated for photocopying and postage (£5k) and transport costs (£1k).  These will partially offset the overspend reported in Corporate Management</p>
2	<p><u>Corporate Management</u>  Approved Estimate: £447k  Variation £16k  First reported at Cabinet: February 10  The purchase of a licence has been necessary to ensure that the Authority complies with copyright. This cost had not previously been incurred or budgeted for.</p>
3	<p><u>Building Control Team</u>  Approved Estimate: £676k  Variation -£20k (-£10k)  First reported at Cabinet: December 09  Staff Savings  Action: by Head of Planning.</p>
4	<p><u>Joint Strategic Planning</u>  Approved Estimate -£660k  Variation -£10k (-£10k)  First reported at Cabinet: December 09  Saving due to lower costs for the 'Examination in Public'  Action: by Head of Planning.</p>
5	<p><u>Planning Expenditure</u>  Approved Estimate: £333k  Variation -£30k (-£0k)  First reported at Cabinet: February 10  Savings advertising, specialist advice and legal costs.  Action: by Head of Planning.</p>
6	<p><u>Planning Income</u>  Approved Estimate: -£941k  Variation £125k (£90k)  First reported at Cabinet: June 09  Reduction in Planning Application Income mainly due to the economic downturn and adverse weather conditions, and a lower 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.</p>
7	<p><u>Transport Policy &amp; Implementation Income</u>  Approved Estimate: -£28k  Variation -£10k (-£10k)  First reported at Cabinet: November 09  Increase in level of S38 &amp; S278 - Highway Development Control Income  Action: by Head of Planning.</p>

## POLICY, PERFORMANCE &amp; PLANNING

Note	Explanation
8	<p><u>Planning Enforcement Team</u>  Approved Estimate:-£177k  Variation -£10k (-£10k)  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: £1,535k  Variation -£115k (-£80k)  First reported at Cabinet: June 09  Savings due to staff vacancies, to help offset planning income shortfall.  Action: by Head of Planning.</p>
10	<p><u>Building Control Expenditure</u>  Approved Estimate: £54k  Variation -£10k (-£10k)  First reported at Cabinet: October 09  Savings on Building Control Inspections, due to reduced numbers of applications.  Action: by Head of Planning. The saving helps offset the reduced level of Building Control Income.</p>
11	<p><u>Building Control Income</u>  Approved Estimate: -£759k  Variation £80k (£90k)  First reported at Cabinet: June 09  Despite a reduction in the income target of £50k, there now a projected shortfall of £130k due to the economic downturn. This has been offset by a £50k contribution from additional Planning Delivery Grant.  Action: by Head of Planning. Income is monitored monthly to identify any trends for shortfalls and adjustments made.  A New Building Control Marketing Strategy has been developed and will bring in more income.  Resources and staffing costs have been re-aligned to minimise expenditure</p>