

Directorate:

Children & Young People's Services

Appendix 1

Budget Monitoring Period: Forecast Outturn as at September 2016

Service	Forecast:		Nature of under/overspend: (eg. Staffing, Supplies & Services, income, etc)	Reason(s) for forecast under/overspend
	Overspend (+) £'000	Underspend (-) £'000		
Evolve (Child Sexual Exploitation)	248		Staffing	Presently vacant posts are being covered via agency & interim staff whose costs are greater than the substantive budgets for these vacant posts.
First Response	756		Staffing	Presently vacant posts are being covered via agency & interim staff whose costs are greater than the substantive budgets for these vacant posts, 689k. There are also overspends on interpretation costs £27k
Locality Social Work Teams	1,241		Staffing, Direct payments	Pressure of using agency staff in the interim period until vacancies are filled is £1.072m. There is also a £169k forecast pressure from demand for Direct Payments from both an increase in number (currently 83 cases) and from clients who have more complex needs. This forecast allows for the recruitment and appointment of the additional newly Qualified Social Workers.
Safeguarding Services	769		Staffing	Presently vacant posts are being covered via agency & interim staff whose costs are greater than the substantive budgets for these vacant posts.
Directorate and Social Care Management	573		Staffing, supplies & services	Staff cost pressure from interim costs, additional temporary recruitment of staff (£325k), additional recruitment costs (£181k) and additional HR recruitment staff (to March) (£86k)
Looked After Children	3,859		Placements, staffing, allowances, supplies & services	Overspend includes £1.082m for Independent Fostering Placements due to the forecast requirement for 150 placements against a budgeted provision of 115. There are pressures on inter-agency adoption fees £201K and £261K on Special Guardianship Orders due to an increase in the number of adoptions and placements with family members. Additionally there are pressures of £549K for Fostering Allowances and £383K Leaving Care Allowances. There is also the pressure of vacant posts being covered by agency and interim staff in the short to medium term whilst permanent positions are filled (£1.383m). The forecast allows for an increase in the number of Looked After Children to 460 by March 2017 and provides for more higher cost 16+ placements.
Legal Costs	270		Legal	Additional demand for legal work from an increasing number of care proceedings (based on 130)
Inclusion Services	364		Placements	Contribution towards 9 Complex Needs placements which are social care related

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	Overspend (+) £'000	Underspend (-) £'000		
School Effectiveness	258		Income	Reduced income assumptions as traded activities have not generated sufficient resources to meet budgeted figures
Commissioning, Performance & Quality	288		Staffing, supplies & services	Business Support staffing pressure being addressed through the CYPS Business Support review which it is expected will, into 2017/18, both address the pressure and deliver further savings. Additionally there are forecast pressures from the CSE support contracts costs.
Directorate Wide Costs	196		Staffing, pensions	Forecast staff cost pressure of £176k for interim staff and £20k pension costs (former employees)
Other	34		Various	Various minor overspends across the directorate
Residential Review		-750	Various	Savings expected to achieve in year including the saving from the closure of St Edmunds.
Early Help Localities		-258	Staffing, Supplies & services	Strategic Director has requested in year savings targets to be set against the Children's Centres. Forecast savings due to delays in recruitment & essential spend only on supplies
Total	8,856	-1,008		
Net Under/Overspend	7,848			

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	Overspend (+) £'000	Underspend (-) £'000		
Adult Social Care				
Adults General	53		staffing & Income	Forecast staff cost pressure due to extension of employment contract for agency worker to end December 2016 as part of the Adults Development Programme.
Older People				
Independent Residential Care	420		Third Party Payments	Budget pressure due to reduction in Care Act funding (£371k). Although, the overall number of placements are reducing (-70), the average net cost to the Council for nursing care package is increasing for around 200 service users. A shortfall on Continuing Health Care income is being offset by increasing income from charges on property.
Direct Provision residential Care		-30	Supplies & Services	Forecast underspend from efficiencies on non pay budgets
Enabling/Domiciliary Care	1,051		Third Party Payments	Continued increase in average weekly cost of Domiciliary Care due to additional demand (56 users), impact of national living wage plus recurrent budget pressure in respect of income from fees and charges (charges are based on financial assessments and currently 58% of clients do not pay towards the cost of their care).
Assessment & Care Management		-152	Staffing & Income	Non recurrent Health Funding brought forward from 2015/16 & higher than anticipated staff turnover
Direct Payments	1,169		Third Party Payments	Full year impact of 39% increase in clients in 2015/16, reduced by Better Care Funding (£500k). Increase in client base is due to a mixture of demographic pressures and clients moving from a Domiciliary Care Contract, in total this has seen 180 new clients. There has also been an additional net increase of 20 new clients from April (+4%). Reviews being undertaken by a Task Group are resulting in some reductions in individual care packages. Action being taken to review packages & reduce overall costs.
Extra Care/Day Care/Transport		-49	Staffing and Income	Higher than anticipated staff turnover. Forecast includes potential additional Income generated if proposed increase in charges are agreed after consultation (-£35k).
Client Community Support		-31	Staffing	Higher than anticipated staff turnover

Budget Monitoring Period: Forecast Outturn as at September 2016

Service	Forecast:		Nature of under/overspend: (eg. Staffing, Supplies & Services, income, etc)	Reason(s) for forecast under/overspend
	Overspend (+) £'000	Underspend (-) £'000		
<u>Learning Disabilities</u>				
Supported Living		-215	Staffing	Higher than anticipated staff turnover on a number of schemes
Residential Care		-592	Third Party Payments & Income	Includes anticipated outcome of the review of high cost placements. The current forecast underspend is based on actual expenditure and activity for the 1st quarter, less the calculated impact of service review and an increase in the level of Continuing Health Care income recoverable by the service. This is reduced by additional cost of service as savings are implemented and current cost of cover increases. Includes Management Actions of £1.380m.
Day Care		-162	Staffing	Higher than anticipated staff turnover. Service under review as part of Adults Development Programme
Direct Payments		-26	Third Party Payments	Full year impact of 30% increase in clients in 2015/16 offset by further savings as a result of management actions to review managed accounts (£40k). Additional 16 service users since April 2016 (+7%).
Domiciliary Care/ community support		-5	Third Party Payments	Decline in demand for community support plus budget pressure on fees & charges
Assessment & Care Management	96		Third Party Payments	Forecast staff cost pressure from use of agency staff to undertake review of care packages
<u>Mental Health</u>				
Independent Residential Care	463		Third Party Payments	Full year impact of high cost placements in 2015/16, including transfer of cost of a Rotherham resident placement by a Neighbouring Authority and loss of Continuing Health Care funding for another placement. A further 2 placements since April.
Direct Payments	258		Third Party Payments	Full impact of 12% increase in demand in 2015/16 plus loss of one -off funding from Public Health. Includes expected savings as result of reviewing managed accounts (-£68k). Additional 7 service users since April (+5%).
Day Care/Community Support		-19	Staffing & Third Party	Contract Efficiency Savings & Higher than anticipated staff turnover

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	Overspend (+) £'000	Underspend (-) £'000		
Assessment & Care Management		-118	Staffing	Higher than anticipated staff turnover
<u>Physical & Sensory</u>				
Direct Payments	923		Third Party Payments	Full impact of 10% increase in demand in 2015/16 plus additional increase of 21 clients since April 2016 (+7%). Includes savings as a result of management actions to review managed accounts (£238k).
Independent Residential Care	547		Third Party Payments	Full year impact of significant increase in client numbers in 2015/16 (12 placements, 5 new clients plus loss of Continuing Health Care funding for 7 clients).
Domiciliary Care	7		Third Party Payments	Initially a decrease in client numbers (-7%) but now seeing a steady increase starting to emerge from September, also an increase in the average cost .
Day Care/Equipment/Advice & Information		-116	Third Party Payments/Supplies and Services	Reduction in demand for Independent Day care plus savings from alternative provision of some day care services
<u>Safeguarding</u>		-74	Staffing & income	Higher than anticipated staff turnover & additional income recovery from Court of Protection
<u>Housing Related Support</u>	76		Third Party Payments	Forecast shortfall in achieving 2016/17 budget savings on service contracts, partially offset by other minor variances
<u>Commissioning & Performance</u>	77		Staffing	Forecast pressure from employment of temporary staff in commissioning plus reduction in contribution from HRA.
<u>Housing</u>				
Strategic Housing Investment	10		Staffing	Small forecast overspend due to lower than anticipated staff turnover
Housing Options		-410	Staffing/Income	Delay in recruitment to vacant post plus increase in fee income in respect of Furnished homes scheme
Neighbourhood Partnerships		-44	Staffing	Recruitment to staff vacancies on hold pending review of Area Assembly and Community Cohesion services

Directorate: Adult Care & Housing

Appendix 1

Budget Monitoring Period: Forecast Outturn as at September 2016

Service	Forecast:		Nature of under/overspend: (eg. Staffing, Supplies & Services, income, etc)	Reason(s) for forecast under/overspend
	Overspend (+) £'000	Underspend (-) £'000		
Total	5,150	-2,043		
Net Under/Overspend	3,107			

Budget Monitoring Period: Forecast Outturn as at September 2016

Service	Forecast:		Nature of under/overspend: (eg. Staffing, Supplies & Services, income, etc)	Reason(s) for forecast under/overspend
	Overspend (+) £'000	Underspend (-) £'000		
Business Unit				Service Total (£k) overspend
Business Unit		-15	Staffing	A small pressure due to agency costs will be funded by use of some one off monies, as per DMT decision 23/9/16. An earlier DMT decision has been implemented to offer a reduced training programme to contribute towards a balanced position for R&E.
Community Safety & Street Scene				Service Total (£k) overspend
Network Management		-64	Staffing, Supplies and Services & Income	There are currently expected savings from Street Lighting -£66k, a forecast surplus on Parking income -£12k, and staff savings due to vacant posts in Streetworks -£5k, which are reduced to -£64k for the service area, due to an unachievable vacancy factor and other small pressures +£19k. The Street Lighting savings are generated through reduced energy bills following the capital improvement works to the authority's Street Lamps. As in previous years there is a risk that the Winter Service budget will over spend (weather dependant).
Street Scene Services	166		Staffing, Supplies and Services & Income	The service is forecasting and overspend overall due to a pressure of 203k within Corporate Transport Unit due to delayed implementation of the savings proposals (£76k), and Home to School Transport (£85k) due to new term changes in demand. Further requests are being worked through for this service, with a review of service provision to take place shortly. Further pressures within this area are due to unachievable income targets relating to taxi assessments and driver training which were part of the savings targets for 2016/17. The overspend is offset partially by Cleansing and Grounds Services net position, a -£37k underspend from savings on the Community Services group account -£27K as a result of the vacant Grounds Maintenance Manager post, staff savings in Cleansing -£5k and a review of non pay budgets in Grounds Maintenance -£5k.

Budget Monitoring Period: Forecast Outturn as at September 2016

Service	Forecast:		Nature of under/overspend: (eg. Staffing, Supplies & Services, income, etc)	Reason(s) for forecast under/overspend
	Overspend (+) £'000	Underspend (-) £'000		
CSS Corporate Accounts	82		Staffing	Overall forecast £82K overspend on Community Safety & Streetscene Corporate accounts due to the delayed implementation of a staffing restructure in relation to M3 Manager posts and a budget virement to Love My Streets to fund a new co-ordinator post. The swing from last month is as a result of the new Street Scene Manager costs being factored in wef October 2016 and the Love My Streets account (which has a small underspend) moving under the Street Scene - Cleansing Services part of the structure as requested by the Assistant Director of CSS.
Community Safety		-7	Staffing	Overall reporting -£7K underspend on Community Safety, this is due to a budget staff cost saving on a Domestic Violence post being filled wef October (post transferred into RnE this month). Anti-Social Behaviour is showing a forecast +£1K overspend.
Business Regulation	23		Staffing	Staff cost pressures remain in Licensing as a result of the high vacancy factor and the use of agency staff +£98k, with all appointments likely to be completed by December 2016. This pressure is partially mitigated by staff savings within Food, Safety and Animal Health & Safety -£37k, and Trading Standards -£33k. In addition Bereavement Services has a forecast underspend of -£5k due to reduction in the expected spend on essential maintenance at chapels/cemeteries.
Safer Neighbourhoods		-267	Staffing & Supplies and Services	Forecast underspend on Community Protection -145k due to the service carrying a number of vacant posts, approval has now been granted to advertise for these vacancies (recruitment to be completed by January 2017). In addition there is a forecast recovery on income of -92k for selective licensing that was not built into the services budget. Across the services there are a number of non-pay savings -13k.
EP & Health & Safety		-42	Staffing	Forecast saving due to due to vacant posts within Emergency Planning (-£14k) and within Health & Safety (-£28k).
Culture, Sport & Tourism				Service Total (£k) overspend

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Service	Forecast:		Nature of under/overspend: (eg. Staffing, Supplies & Services, income, etc)	Reason(s) for forecast under/overspend
	Overspend (+) £'000	Underspend (-) £'000		
Green Spaces	99		Premises & Income	Rother Valley Country Park (RVCP) income assumptions have been reviewed, there is now a forecast overspend of +£56k, due to unachievable prior year savings and anticipated shortfall on parking income. There are some other small forecast pressures across the wider Green Spaces on repairs +£27k.
Sports Development	1		Staffing	Small forecast staff cost pressure
Leisure Facilities	0	0		
Trees & Woodlands		-22	Staffing & Income	Forecast over recovery of income on rechargeable tree works -£12k and reduced staffing costs -£10k.
Landscape Design	6		Income	Anticipated income shortfall £6k due to reduced staffing hours.
General Management	216		Staffing	The key pressure shown here relates to Libraries savings proposals (EDS 5) the majority of which will now be implemented in 2017/18. This is partially offset by reduced staffing costs mainly due to the new Assistant Director post remaining vacant, together with other vacant posts across management.
Heritage Service		0		
Theatres		-40	Staffing, Supplies and Services & Income	Forecast saving due to some vacant posts, which are now being advertised.
Museum, Galleries & Archives		-14	Staffing & Supplies and Services	Forecast saving due to staff savings by not filling of vacant posts, however, a pressure of +£24k would be realised if approval to use the museum reserve is not agreed.
Tourism	0		Income	

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	Overspend (+) £'000	Underspend (-) £'000		
Libraries		-133	Staffing & Supplies and Services	Post consultation a review of budgets has yielded an increased forecast underspend, predominantly due to vacancies and a reduced use of relief pay budgets -£45k. In addition the materials fund is forecast to save -82k at this stage in the financial year.
Management		-2	Supplies and Services	Forecast saving on non pay budget following review of budgets
Customer Services		-55	Staffing, Supplies & Services and Income	Net forecast underspend following consultation work -55k. There is now a forecast staff saving of -£16k, and expected additional HRA and DWP funding -£39k.
Planning, Regeneration & Transportation				Service Total (£k) overspend
Estates	29		Staffing & Income	Forecast pressure from reduced capacity for income generation due to a vacant post +£16k, and an increase in the amount of non fee earning jobs undertaken by the team. In addition there are a number of properties projecting and under recovery of income +£13k.
Facilities Management		-313	Premises & Income	Net forecast saving from Land and Property Bank, -£265K underspend due to reduced estate (buildings being vacated and/or sold) this forecast includes -£42K movement from dilapidations provision for Phoenix Riverside/Innovations Centre. Facilities Management Team - £41k underspend (pay vacancies) and Corporate Property Portfolio -£42K underspend. These savings are reduced by a pressure on Community Buildings +£42K from a delay in the planned closure programme and a historic unachievable savings target.

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Service	Forecast:		Nature of under/overspend: (eg. Staffing, Supplies & Services, income, etc)	Reason(s) for forecast under/overspend
	Overspend (+) £'000	Underspend (-) £'000		
Building Design and Corporate Projects	42		Income	This projection is based on known current workload. Until major capital expenditure decisions are made future workload is unpredictable. This is an ongoing long term pressure due to reduced workload and planned and unplanned changes to the team. A Trading Review is underway to assess long term issues regarding traded services.
Corporate Environmental Team	13		Staffing & Supplies and Services	Forecast pressure from a Carbon Reduction payment being +£7k higher than budgeted and a staff cost pressure +£6k.
Children's Capital Team	1		Staffing	Forecast staff cost pressure
Corporate Property Management	4		Staffing	Forecast staff cost pressure
CYPS Property	3		Premises related costs	High levels of reactive maintenance and increased costs of building cleaning offset by savings on closed properties. Any unforeseen reactive works to the year end could increase this overspend.
EDS Property	25		Premises related costs	Currently forecasting an overspend, mainly due to increased costs of building cleaning, and a shortfall on the budget for the RAIN Building.
NAS Property		-30	Premises related costs	Forecast savings due to closure of buildings and savings on utility bills, should mitigate energy savings offered and charged within the corporate landlord portfolio.
Regeneration/Economic Development	19		Income	Small forecast pressure against budget, relating to rental properties across the Town Centre.

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Service	Forecast:		Nature of under/overspend: (eg. Staffing, Supplies & Services, income, etc)	Reason(s) for forecast under/overspend
	Overspend (+) £'000	Underspend (-) £'000		
Managed Workspace (Business Centres)	0		Premises related costs	DMT decision to ensure these budgets are balanced by the financial year end.
Management	4		Staffing	Small variance due to increased costs on Employer Liability Insurance
Markets	0	0		Balanced budget position expected due to pending new contract for Thursday Market and resulting savings.
Planning & Building Control	100		Supplies & Services and Income	£100k pressure anticipated due to reduced Development Control income. Steps being taken across the board to reduce this pressure where possible which has seen a £17k improvement from last month. Budget officers investigating the possibility of capitalising the purchase of the CIL software which could realise a further £25k reduction.
Rotherham Investment & Development Office (RIDO)		-262	Income	DMT Star Chamber (3/8/16) - decision taken to forecast a -£286k saving, by use of -£86k balance sheet monies, funding from Department of Business Innovation and Skills (BIS) -£193k and a small staff saving -7k. This underspend is offset by staff cost pressures, and non-pay pressures.
Transportation	172		Staffing and income	There are two main reported pressures within Transportation, £151k in Highways as a result of reduced fee earning work being brought forward, and a pressure of £42k as a result of the use of agency staff for the interim management cover. These pressures are offset by a saving from a vacant post.
Services Transferred from CYPS during September				
Facilities Services		-138	Staffing and income	Reduced staff costs and additional income generation.
School Crossing Patrol		-27	Staffing	Service making use of relief staff and minimal cover, on a risk assessment basis, rather than recruiting to vacant posts, in anticipation of future years savings.
Total	1,008	-1,432		

Directorate: Regeneration & Environment

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	Overspend (+) £'000	Underspend (-) £'000		
Net Under/Overspend	-425			

Budget Monitoring Period: Forecast Outturn as at September 2016

Service	Outturn Variance 2016/17		Nature of under/overspend: (e.g.. Staffing, Supplies & Services, income, etc)	Reason(s) for forecast under/overspend
	Overspend (+) £'000	Underspend (-) £'000		
Communications and Media	64		Staffing & Supplies & Services	Unfunded Systems & Subscription costs £33k, staff pressures due to maternity leave/contract extension offset by in year vacancies £21k. There is also an under achievement on income from Design studio £10k.
Democratic Services		-86	Staffing, supplies & services, income & Members allowances	Additional staff cost pressure £35k, estimated under achieved Town Hall Catering income £38K. These pressures are offset by savings on members allowances, national insurance/pension payments and projected underspend on room hire/hospitality/travel costs for members -£154k, in addition there is a projected underspend on Town Twinning Events -£5k.
Human Resources (HR) & Payroll - Corporate Services	28		Staffing, supplies & services, income	There are staff pressures of 84k due to interim management arrangements, maternity cover costs, costs relating to Trade Union staff and cost of advertising Head of HR post. There is also a loss of income from schools £35k. However these pressures are offset by forecast additional income on the council's salary sacrifice schemes and recharges on staff advertisement -£91k.
HR & Payroll - Service Centre	5		Staffing, supplies & services, income	Loss of traded income from schools £20K, unachieved income on VAT reclaim from mileage receipts £20K and loss of income due to drop in demand for DBS checks £7k. Pressures on the printing/postages and contracted services budgets £35k. These pressures are partially offset by underspends on salaries due to vacant posts, maternity leave and staff working less than contracted hours -£77k.
Policy and Partnerships		-93	Staffing, income	Staff underspend due to vacant posts -£64K, and use of additional 1 year funding from the Local Government Association (LGA) -£29K.
Directorate Wide	82			Additional forecast staff costs across the Directorate.
Total	179	-179		
Net Under/Overspend	0			

Directorate:

Finance & Customer & Corporate Services

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Service	Outturn Variance 2016/17		Nature of under/overspend: (e.g.. Staffing, Supplies & Services, income, etc)	Reason(s) for forecast under/overspend
	Overspend (+) £'000	Underspend (-) £'000		
ICT	50		Supplies and services	Forecast non-delivery of budget saving in respect of sale of capacity in data centre.
Legal Services	20		Staffing	Staff cost pressure
Elections		-47	Staffing & Supplies & Services	Staff cost pressure £16k, projected overspend on postage £9k, offset by underspend on Municipal election due to shared May election -£72k
Statutory Costs	120		Supplies and services	Forecast overspend due to volume of statutory notices/planning notices.
Business Unit	71		Staffing & Income	Forecast staff cost pressure throughout the accounts £9k, plus an unachievable income target relating to Central Print and Planned Print £100k. This is partially offset by a vacant post -31K and underspend against Corporate mail room costs -£7k.
Procurement		-44	Staffing, Supplies & Services & Income	Underspend on salaries due to vacancies within the team less cost of advertising -£64k, additional income relating to System Management Fee -£5k, these underspends are offset by costs associated with service review £25k
Financial Services	0	-26	Staffing, Supplies & Services & Income	Staff cost pressures mitigated by vacancies -£18k and lower than anticipated pension charges (former employees) -£16k. Other supplies & services costs £13k, offset in part by underspend on training budget -£5k.
Revenues & Benefits		-107	Staffing	Forecast underspend due to vacancy control and maximising grant income flexibility across the Directorate
Internal Audit & Insurance		-37	Staffing	Forecast underspend from staff vacancies
Total	261	-261		
Net Under/Overspend	0			