

Directorate:

Children & Young People's Services

Appendix 1

Budget Monitoring Period: April to December 2016

| Service description | Forecast: | | Nature of under/overspend: | Reason(s) for forecast under/overspend |
|---|------------------------|-------------------------|--|---|
| | Overspend (+) £'000 | Underspend (-) £'000 | (eg. Staffing, Supplies & Services, income, etc) | |
| Child Sexual Exploitation team (EVOLVE) | 55 | | Staffing | Costs of agency staff & interims over & above the available budget for vacant posts |
| Operation Stovewood | 124 | | Staffing | Costs of initial team, including agency staff to check and screen enquiries from ongoing/active investigations. Funding bid (Fusion) with Government receiving ministerial consideration. |
| First response | 72 | | Staffing | Costs of agency staff & interims over & above the available budget for vacant posts |
| Locality Social Work teams | 70 | | Staffing, Direct payments | Pressure of using agency staff in the interim until vacancies are filled. This forecast allows for the full recruitment of the additional NQSW. Includes pressure on additional Direct Payments from an increase in numbers (83 cases in total) and from clients who have more complex needs. |
| Children's Rights Team, Safeguarding Board, Operational Safeguarding Unit | 16 | | Staffing | Costs of agency staff over & above the available budget for vacant posts |
| Directorate and Social Care Management | 167 | | Staffing, supplies & services | Interim costs and additional temporary recruitment of staff, recruitment agency costs and additional management support costs (£167k). |

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|---|--------------|--------|---|---|
| Children in Care staffing, Fostering allowances, Fostering placements, Adoption placements | 2,362 | | Placements, staffing, allowances, supplies & services | Residential Out of Authority placements (£930k), Independent Fostering Placements (£840k). These forecasts allow for LAC numbers to be at 500 as at March 2017 and provide for more higher cost 16+ placements (£150k). Any increase above the current estimate of 500 will result in a further pressure on social care budgets. Cost pressure of using agency staff in the interim until vacancies are filled (+£53k). Also includes an additional £300k due to the extension of some residential placements beyond December (agreed at Panel 17/01/17). |
| Education, Health and Care assessment and processing, Special Educational Needs and Disability (SEND) | | -102 | Placements | Social care contribution towards Complex Needs placements. The realignment of costs has resulted in savings. |
| Rockingham PDC, School Music Service, School Effectiveness, School planning, admission and appeals | 193 | | Income | Reduced income assumptions from traded activities |
| Training budget | | -70 | Staffing, supplies & services | Reduction in use of training development budget to mitigate overspend position |
| Residential homes | | -750 | Various | Savings expected to be achieved in year including the saving from the closure of St Edmunds. To be used to offset pressure on LAC placements budgets |
| Early Help Localities, Children's Centres | | -258 | Staffing, supplies & services | In year savings against Children's Centres. Forecast savings due to vacancy management |
| Locality Social Work (staff), Children in Care (consultation & publicity) | | -99 | Staffing, supplies & services | In year mitigations, vacancy freeze (£89k) and savings on consultation & publicity expenditure (£10k) |
| Early Years | | -100 | Various | Review of expenditure transferred to Early Years DSG Block |
| Early Help Localities | | -100 | Staffing | Additional savings from vacancy management |
| | 3,059 | -1,479 | | |
| | 1,580 | | | |

Directorate:**Adult Care & Housing****Appendix 1****Budget Monitoring Period:** Forecast Outturn as at December 2016

| Service | Forecast: | | Nature of under/overspend: | Reason(s) for forecast under/overspend |
|-------------------------------------|------------------------|-------------------------|---|---|
| | Overspend (+) £'000 | Underspend (-) £'000 | (eg. Staffing, Supplies & Services, income, | |
| <u>Adult Social Care</u> | | | | |
| Adults General | 28 | | staffing & Income | Project Officer employment contract extended to end December 2016 plus additional management support |
| <u>Older People</u> | | | | |
| Independent Residential Care | 565 | | Third Party Payments & Income | Budget pressure due to reduction in Care Act funding, plus Continuing Health Care budget shortfall (£260k). Number of placements reduced since April (-70) however, average net cost per client has risen costing additional £6,700 per week. |
| Direct Provision residential Care | 26 | | Client Income | Income pressure as beds have been converted to intermediate care provision and are no longer eligible to be charged to clients plus reduction in full cost paying clients. |
| Enabling/Domiciliary Care | 1,154 | | Third Party Payments | Continued increase in average weekly cost of Domiciliary Care due to additional demand (+111 clients, +11%), 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 | | -140 | Staffing & Income | Non recurrent Health Funding brought forward from 2015/16 & Higher than anticipated staff turnover. Includes assumption that vacancies remain vacant for remainder of financial year. |
| Direct Payments | 1,504 | | Third Party Payments | Full year impact of 46% 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 168 new clients. Also an additional net increase of 13 new clients from April (+2.4%). Action being taken to review packages & reduce overall costs. |
| Extra Care/Day Care/Transport | | -100 | Staffing and Income | Higher than anticipated staff turnover. Forecast additional Income from the increase in charges from 1 January 2017 plus savings on review of non essential spend. |
| Client Community Support Services | | -49 | Staffing/Third Party Payments | Higher than anticipated staff turnover & delayed implementation of Advocacy Contract plus review of non essential spend. |
| <u>Learning Disabilities</u> | | | | |

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| Supported Living | | -205 | Staffing | Higher than anticipated staff turnover & Carers costs lower on Shared Lives schemes due to lower than anticipated take up. |
| Residential Care | | -327 | 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 less the calculated impact of service review and an increase in the level of Continuing Health Care Income recoverable by the service. Also included is the non achievement of the budget saving on in-house residential and respite care. |
| Day Care | | -184 | Staffing | Current Transport provision £135k pressure offset by higher than anticipated staff turnover plus efficiency savings on non essential spend. Service under review as part of Adults Transformation Programme and consultation now commenced. |
| Direct Payments | 133 | | 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 29 service users since April 2016 (+10%) includes an increase of 12 service users since last month. |
| Domiciliary Care/ community support | | -40 | Third Party Payments | Decline in demand for community support services |
| Health Authority Supported Living | | -125 | Third Party Payments | Savings from the change in provision from residential care to supported living schemes. |
| Assessment & Care Management | 96 | | Third Party Payments | Additional cost of agency staff to undertake reviews of high cost care packages |
| <u>Mental Health</u> | | | | |
| Independent Residential Care | 496 | | 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. Additional 3 placements since April. |
| Direct Payments | 306 | | 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 a result of reviewing managed accounts (£68k). Additional 10 service users since April (+7%) including 4 since last month. |
| Day Care/Community Support | | -19 | Staffing & Third Party | Contract Efficiency Savings & Higher than anticipated staff turnover |
| Assessment & Care Management | | -165 | Staffing | Higher than anticipated staff turnover |
| <u>Physical & Sensory</u> | | | | |

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| Direct Payments | 929 | | Third Party Payments | Full impact of 10% increase in demand in 2015/16 plus additional increase of 20 clients since April 2016 (+10%) including additional 8 clients since last month. Includes savings as a result of management actions to review managed accounts (£238k). |
| Independent Residential Care | 532 | | Third Party Payments | Full year impact of significant increase in client numbers in 2015/16 (12 placements - 5 new clients plus loss of CHC for 7 clients). |
| Domiciliary Care | 50 | | Third Party Payments | Initial decrease in client numbers (-7%) but steady increase starting to emerge from September, also an increase in the average cost of care packages. |
| Day Care/Equipment/Advice & Information | | -169 | Third Party Payments/Supplies and Services | Reduction in demand for Independent Day care including transport plus savings from alternative provision of some day care services |
| <u>Safeguarding</u> | | -188 | Staffing & income | Higher than anticipated staff turnover & additional income from partners and fee income from administration of Court of Protection |
| <u>Housing Related Support</u> | 72 | | Third Party Payments | Forecast shortfall in achieving 2016/17 budget savings on service contracts, partially offset by other minor variances. |
| <u>Commissioning & Performance</u> | 47 | | Staffing & income | Temporary staff employed in commissioning plus reduction in contribution from HRA reduced by lower take up of new Advocacy contracts. |
| <u>Housing</u> | | | | |
| Strategic Housing Investment | 3 | | Staffing | Small forecast overspend due to lower than anticipated staff turnover |
| Housing Options | | -627 | Staffing/Income | Delay in recruitment to vacant post plus increase in fee income in respect of Furnished Homes scheme |
| Central Neighbourhood Partnerships | | -9 | Supplies and Services | Review of non essential spend plus small savings on insurance and pension costs |
| | | -82 | Staffing | Recruitment to staff vacancies on hold pending review of Neighbourhood Partnership services |
| Total | 5,941 | -2,429 | | |
| Net Under/Overspend | 3,512 | | | |

Directorate:

Regeneration & Environment

Appendix 1

Budget Monitoring Period: April to December 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 (-£85k) underspend |
| Business Unit | | -85 | Staffing | Reduced training budget spend particularly in relation to the Health & Safety training programme -£65k. Reduced non-pay spend due to the moratorium. Small saving on pension costs. |
| Community Safety & Street Scene | | | | Service Total (-£151k) underspend |
| Network Management | | -67 | Staffing, Supplies and Services & Income | Street Lighting -£64k from reduced energy bills following improvement works, additional Parking income -£10.3k, and staff savings due to vacant posts and some deferred expenditure in Streetworks -£11.3k. There are some small pressures totalling +£18.4k across the rest of Network Management. As in previous years there is a risk that the Winter Service budget will over spend (weather dependant). |
| Street Scene Services | 180 | | Staffing, Supplies and Services & Income | Corporate Transport Unit has an overspend +£224k , due to delayed implementation of the savings proposals within the Corporate Transport Unit (CTU) +£81k, and Home to School Transport +£107k due to changes in demand. Stores +£33k due to a reduced income recovery from street lighting, lantern replacement programme. Depot +£3k mainly due to loss of parking bay income. Cleansing and Grounds Services net position -£44k - savings on the Community Services -£16K as a result of the vacant Grounds Maintenance Manager post. Cleansing Services +£48k pressure on Street Cleansing environment, based on the average of work undertaken to date on graffiti and fly tipping, this is being mitigated by savings across the rest of the Cleansing budgets -£70k. Grounds Maintenance small saving -£6k. A review of waste services is to be undertaken therefore reporting a break even position. |

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| CSS Corporate Accounts | 90 | Staffing | Staff cost pressure in relation to the delay in implementing a staffing restructure plus additional management support costs. |
| Community Safety | | -10 Staffing, Income | Some staff cost pressures fully mitigated additional grant income within Community Safety. |
| Business Regulation | | -15 Staffing | Some staff cost pressures in parts of the service fully mitigated by staff vacancies in other parts of the service and -£5k due to a reduction in the expected spend on essential maintenance at chapels/cemeteries in Bereavement Services. |
| Safer Neighbourhoods | | -260 Staffing & Supplies and Services | Predominantly staff budget savings through vacant posts. |
| EP & Health & Safety | | -69 Staffing | Vacant posts and reduced in year spending in Emergency Planning (-£24k) and in Health & Safety (-£45k). |
| Culture, Sport & Tourism | | | Service Total (-£304k) underspend |
| Green Spaces | 57 | Premises & Income | Green Spaces under recovery of income at RVCP, partially mitigated across the rest of Green Spaces. |
| Sports Development | 1 | | Staffing costs |
| Leisure Facilities | 0 | 0 | |
| Trees & Woodlands | | -31 Staffing & Income | Staff savings £12k, and £19k over recovery of income. |
| Landscape Design | | 0 Income | Income projections now reflect a balanced forecast for the year end. |
| Leisure, Tourism & Green Spaces - General Management | | -24 Staffing | A decision taken to capitalise some Green Spaces expenditure has freed up some revenue funding allocated for this purpose. |
| Tourism & Marketing | | -61 Staffing | Staff saving due to vacant posts, -£60k. There is potential to recruit a consultant to undertake a key piece of work related to Rotherham Show, this may cause a small reduction on this variance. |
| Libraries | | -150 Staffing & Supplies and Services | Staffing underspends whilst being in the consultation period -£56k and savings on non pay budgets -£89k, including a reduced spend on books and materials forecast at this stage in the financial year. Additional income from School Loans Service -£5k. |
| Cultural Services Management | 210 | Supplies and Services | This account is now showing the balance of the savings for 2016/17 which have not yet been allocated across Culture and Customer Services. These are fully mitigated by savings across the wider Directorate. |
| Customer Services | | -199 Staffing, Supplies & Services and Income | Staff savings -£126k, with an improved income forecast due to confirmation of HRA and grant funding -£18k, and a review of non pay budgets (-£55k). |
| Heritage Service | | 0 | Balanced budget reported |
| Theatres | | -73 Staffing, Supplies and Services & Income | Vacant posts for part of the year and a small over recovery of income. |

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| Museum, Galleries & Archives | | -22 | Staffing & Supplies and Services | Staff savings by non filling of vacant posts. |
| Culture, Sport & Tourism Management | | -12 | Staffing & Supplies and Services | Staff savings due to post holder commencing employment mid-October, partially offset by additional management support costs, and some unbudgeted staff costs. |
| Planning, Regeneration & Transportation | | | | Service Total (-£737k) underspend |
| Estates | 23 | | Staffing & Income | The capacity for income generation on this account is likely to be reduced due to a vacant post, and an increase in the amount of non fee earning jobs undertaken by the team which would previously have been paid for. This is being offset by some underspends across the service. Also, miscellaneous properties have a projected under recovery of income +£25k. |
| Facilities Management | | -557 | Premises & Income | Land and Property Bank - £230k due to the reduced estate. Facilities Management Team - £110k staff vacancies, and Corporate Property Portfolio -£126k underspend. An approval to capitalise some works is now reflected in an under spend on premises related costs -£142k. These are being partially reduced by some pressures - Community Buildings +£51k which includes (+£40k) due to the delay in the planned closure programme. |
| Building Design and Corporate Projects | 2 | | Staffing & Income | Staff saving -£40k, and small non pay pressure +£3k plus +£39k forecast under recovery of income. |
| Corporate Environmental Team | 14 | | Staffing & Supplies and Services | £7K overspend Carbon Reduction Commitment - payment higher than budgeted, £4k staff cost pressure, £3K overspend subscriptions. |
| Children's Capital Team | | -37 | Staffing | Income from Academy Schools for building officers support. |
| Corporate Property Management | 6 | | Staffing | Staff cost pressure and increased insurance costs. |
| CYPS Property | 66 | | Premises related costs | High levels of reactive maintenance and increased costs of building cleaning, partially offset by savings on closed properties. |
| R&E Property | 30 | | Premises related costs | Increased costs due to reactive works. |
| ACH Property | 14 | | Premises related costs | Increased costs due to reactive works. |
| Regeneration/Economic Development | | -73 | Income | Capitalisation of some costs relating to Pit House West which were previously charged to revenue. |
| Managed Workspace (Business Centres) | 5 | | Premises related costs | Increased costs due to reactive works. |

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|--|---------------|---------------|--------------------------------|---|
| Management | 22 | | Staffing | Increased costs on Employer Liability Insurance and contribution to increased management support costs. |
| Markets | | 0 | | Balanced budget reported |
| Planning & Building Control | 158 | | Supplies & Services and Income | Under recovery of income +£122k pressure due to unachievable income targets. Non pay costs are over budget by +£89k. These are being partially mitigated by some staff savings -£54k. |
| Rotherham Investment & Development Office (RIDO) | | -282 | Income | DMT Star Chamber 3/8/16 - decision taken to adjust the forecast to use reserves and funding from Department of Business, Energy and Industrial Strategy (BEIS). |
| Transportation | 87 | | Staffing and income | Highways - Small savings due to spend moratorium offset by the pressure on Design +£54k which is due to vacancy and sickness (unable to generate fee income). Transportation +£50k pressure due to reduced fee income (vacancies), cost of interim management arrangements and savings due to vacancy. |
| Facilities Services | | -185 | Staffing and income | Living wage increase lower than anticipated. Charges set on basis of higher living wage. The School Catering Service overspend is expected to be offset by use of the reserve and the figures reflect this adjustment. |
| School Crossing Patrol | | -30 | 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 | 965 | -2,242 | | |
| Net Under/Overspend | -1,277 | | | |

Directorate:

Finance & Customer & Corporate Services

Appendix 1

Budget Monitoring Period: Forecast Outturn as at December 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 | | |
| Legal Services | | -17 | Staffing & Supplies & Services | Underspend on staffing due to vacancy control -£15k, underspend on other supplies - £2k. |
| Elections | | -9 | Staffing & Supplies & Services | Staff cost pressure £18k, projected overspend on postages £13k, projection for unbudgeted by-election £35k, offset by underspend on Municipal election due to shared May election -£75k |
| Statutory Costs | 62 | | Supplies and services | Forecast overspend due to volume of statutory notices/planning notices and Local Plan Inquiry. |
| Business Unit | 37 | | Staffing & Income | Unachievable income target relating to Central Print and Planned Print £91k, partially offset by vacant posts/maternity leave/reduction to contracted hours -£54k |
| CIDS | | -56 | | Forecast underspend due to vacancy control. |
| Procurement | | -81 | Staffing, Supplies & Services & Income | Underspend on salaries due to vacancies within the team less cost of advertising -£95k, costs associated with service review £25k additional income relating to System Management Fee -£5k and grant towards Improvement and Development -£6k |
| Financial Services | | -154 | Staffing, Supplies & Services & Income | Underspend on staffing due to vacancy control -£131k, lower than anticipated pension charges (former employees) -£16k and underspend on training budget -£7k, unbudgeted transparency grant income -£13k, projected overspend on printing/insurance costs £13k. |
| Revenues & Benefits | | -175 | Staffing, income | Forecast underspend due to vacancy control and maximising flexible use of grants. |
| Internal Audit | | -33 | Staffing, Supplies & Services & Income | Staff underspend due to vacant posts -£37k and unbudgeted income -£27k, pressures within contracted services £31k |
| Directorate Wide | 6 | | Supplies & Services | Pressures on printing, training |
| Total | 105 | -525 | | |
| Net Under/Overspend | -420 | | | |

Directorate:

Assistant Chief Executive

Appendix 1

Budget Monitoring Period: Forecast Outturn as at December 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 | 118 | | Staffing & Supplies & Services, income | Unfunded Systems & Subscription costs £30k, staff pressures due to maternity leave/contract extension £71k. There is also an under achievement on income from Design studio £17k. |
| Democratic Services | | -91 | Staffing, supplies & services, income & Members allowances | Additional staff cost pressure £37k, estimated under achieved Town Hall Catering income £29K, offset by savings on members allowances and national insurance/pension payments and projected underspend on room hire/hospitality/travel/development costs for members -£152k, projected underspend on Town Twinning Events -£5k. |
| Human Resources (HR) & Payroll - Corporate Services | 22 | | Staffing, supplies & services, income | There are staff pressures due to interim management arrangements and maternity cover costs and costs relating to Trade Union staff and cost of advertising Head of HR post (£91k in total), a loss of income from schools £35k. However these pressures are significantly offset by forecast additional income on the council's salary sacrifice schemes and recharges on staff advertisement -£99k and a delay in undertaking the Employee survey -£5k. |
| HR & Payroll - Service Centre | | -57 | 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 £40k. This is fully offset by underspends on salaries due to vacant posts, maternity leave and staff working less than contracted hours -£144k. |
| Policy and Partnerships | | -130 | Staffing, supplies & services, income | Staff underspend due to vacant posts -£89K, and use of additional 1 year funding from the Local Government Association (LGA) -£31K, projected underspend on Infrastructure & Corporate Initiatives budget -£10k. |
| Chief Executives Office | 7 | | Staffing, Supplies & services | Additional pressures relating to printing, subsistence, transport costs |
| Management Support | 34 | | Staffing | Additional staff pressure due to management support arrangements. |
| Total | 181 | -278 | | |
| Net Under/Overspend | -97 | | | |