

## Families, Children &amp; Learning

## Revenue Budget Summary

Forecast Variance Month 2 £'000	Service	2017/18 Budget Month 5 £'000	Forecast Outturn Month 5 £'000	Forecast Variance Month 5 £'000	Forecast Variance Month 5 %	2016/17 Savings Proposed £'000	Savings Achieved/ Anticipated £'000	Savings At Risk £'000
0	Director of Families, Children & Learning	161	161	0	0.0%	0	0	0
790	Health, SEN & Disability Services	36,159	37,030	871	2.4%	1,731	1,141	613
4	Education & Skills	7,034	7,150	116	1.7%	1,710	1,878	10
1,982	Children's Safeguarding & Care	38,797	41,074	2,277	5.9%	2,039	758	1,511
0	Quality Assurance & Performance	1,502	1,457	(45)	-3.0%	0	0	0
2,776	Total Families, Children & Learning	83,653	86,872	3,219	3.8%	5,480	3,777	2,134
(1,119)	Further Financial Recovery Measures (see below)	-	(656)	(656)	-	-	-	-
1,657	Residual Risk After Financial Recovery Measures	83,653	86,216	2,563	3.1%	5,480	3,777	2,134

## Explanation of Key Variances (Note: FTE/WTE = Full/Whole Time Equivalent)

Key Variances £'000	Service Area	Variance or Financial Recovery Measure Description
Further Directorate Financial Recovery Measures		
(656)	Further Financial Recovery Measures projection	The directorate has developed an over-arching Financial Recovery Plan to address the pressures detailed below across the various service headings. A number of these measures have already been incorporated in the projections, below but some have yet to fully materialise. The Financial Recovery Plan included the following measures:
		<ul style="list-style-type: none"> <li>• Extending the Move-on project in Adult learning Disability Services and review the maintenance budget</li> </ul>
		<ul style="list-style-type: none"> <li>• Targeted reviews of existing Adult Learning Disability provision.</li> </ul>
		<ul style="list-style-type: none"> <li>• Increasing the number of in-house foster carers.</li> </ul>

Key Variances		
£'000	Service Area	Variance or Financial Recovery Measure Description
		• Review of children's residential placements.
		• Reducing the number of agency social workers.
		• Reviewing parent & baby placements
		• Reviewing the use of secure placements
		• Brighton and Hove Inclusion Support Service – recovery of projected overspend
Health, SEN & Disability Services		
205	In-house residential and respite services	Increasing use of overtime and agency staff providing residential and respite care for disabled children with complex needs. These services are contributing to the reduced spending on Disability Agency Placements.
505	Demand Led - Learning Disability Adults - Community Care	<p>There has been an increase in the level of clients presenting with greater complexity of need in recent months. This has resulted in an increase in the average unit costs for Learning Disability (LD) Care packages. The overspend predominantly relates to Supported Accommodation and Day Services which have shown a significant increase in activity since April 2015.</p> <p>In addition, examples are described below of the issues that need to be responded to which bring additional pressures to the Adult Learning Disability budget and of where costs have reduced due to the work of the Move on project for adults with LD:</p> <p>X is a young man with a severe learning disability and autism who used to live at home with his family until a sudden deterioration of behaviour, linked to autism and high anxiety. Due to high levels of self harm and frequent trips to A&amp;E, his family could no longer care for him at home and he was admitted to the council's respite facility in an emergency. Although intensive support was provided by both health and social care staff it was not possible for him to return to the family home and so long term residential provision was required. Only one Provider came forward, after an extensive search, to offer suitable accommodation and support. The cost of his service is £87,000 per year and this is shared with the Clinical Commissioning Group (NHS) due to his high health needs.</p> <p>Y is a young man with a learning disability, who was taken into full time care at 17 following a breakdown in the family situation. He had minimal independence skills and some offending behaviours. When he became an adult he moved into a shared group tenancy with support available 24 hours a day. This was necessary due to the risks he could</p>

**Appendix 3 – Revenue Budget Performance**

<b>Key Variances</b>		
<b>£'000</b>	<b>Service Area</b>	<b>Variance or Financial Recovery Measure Description</b>
		present to others and also his own vulnerability. He spent 3 years living in this service, during which time he explored his interests in music and radio, as well as developing his independence skills and learning important social boundaries of acceptable behaviour. Y expressed his desire to move on to greater independence and has been subsequently supported to move on to a different service where he now has his own flat with some shared communal space with other adult with learning disabilities and a less intensive support arrangement that reflects the growth he has made in his ability to live independently. He is very happy there and coping well with the lower level of support provided. This has resulted in a saving of £36,000 per year to the council.
170	Learning Disability Adults - In house day centre	Unachieved saving of £0.225m from previous years offset by underspends elsewhere in this service.
(9)	Other	
<b>Education &amp; Skills</b>		
(76)	Early Years Youth & Family Support	This is comprised of Council nurseries, children's centres, youth provision and the integrated team for families. There is an overspend on the council nurseries budgets caused by pressures as a result of the cost of maternity cover and staff sickness, apprentices not yet working in ratio, costs of agency staff to maintain statutory ratios, protected pay for staff who changed grades during the restructure, and a reduction in numbers attending in some nurseries. However there are significant underspends in the budgets for children's centres and the integrated team for families as a result of vacancies. The budget for the Youth Service is forecast to be on target.
49	Home To School Transport	The overspend is due to additional recoupment travel costs and increased costs in 16-19 travel.
158	Supported Employment	Due to underachievement of income targets
(15)	Other	

Key Variances		
£'000	Service Area	Variance or Financial Recovery Measure Description
Children's Safeguarding & Care		
1,548	Demand-Led - Residential Agency Placements	<p>The projected number of residential placements (38.47 FTE) is broken down as 34.05 FTE social care residential placements (children's homes), 4.41 FTE schools placements and 0.00 FTE family assessment placements. The budget allowed for 25.60 FTE social care residential care placements, 3.50 FTE schools placements and 0.30 FTE family assessment placements. The average unit cost of these placements is slightly higher than the budgeted level due to the high proportion in residential homes. In addition, The number of children placed is 9.07 FTE above the budgeted level resulting in the overspend of £1.548m. A case study is shown below:</p> <p>M, a 12 year-old, has a history of neglect together with interrupted care from different family members over a number of years. As a consequence of such instability in his early life, M lacks trust in care-givers and has struggled to establish meaningful relationships. He has been diagnosed with a serious attachment disorder and has significant behavioural problems as a consequence.</p> <p>Following failed foster care placements he was placed in residential care in November 2015. The residential provider found M's needs challenging to meet and their assessment was that he required a highly specialised residential care environment with a clinical team of child psychologist, psychotherapist and education on site. This increased costs significantly. Following an internal reassessment of both the child and the provider, an alternative provision was identified that was felt to better meet his attachment difficulties and reduce dependency on high staff ratios. This has worked well and M has made sufficient progress to be tentatively considered for a step-down to family based care within the next 12 months. In 2016 the weekly cost for the placement was £6,460 per week, together with an extra £17,000 paid in additional staff fees for 5 months and termly education fees of £7,083. Weekly costs have now reduced to £4,495 and in 12 months' time with a move to a more family-based provision, costs should reduce further.</p>

Appendix 3 – Revenue Budget Performance

Key Variances		
£'000	Service Area	Variance or Financial Recovery Measure Description
859	Demand-Led - Independent Foster Agency (IFA) Placements	The number of children placed in Independent Foster Agency placements has decreased in recent years. During 2016/17 there were 132.14 FTE (compared with 158.06 FTE for 2015/16). The current projected number of placements in 2017/18 is 121.58 FTE, a reduction of 8.0%. The budget for IFA placements included significant levels of savings and was set at 101.00 FTE. The numbers being higher than the budget by 20.58 FTE results in a projected overspend of £0.859m.
(13)	Demand-Led - Secure Accommodation	It is estimated that during 2017/18 there will be 1.43 FTE secure (welfare) placements and 0.99 FTE secure (justice) placements. The budget allowed for 1.45 FTE welfare and 1.15 FTE justice placements during the year. There are currently two children in a secure (welfare) placement and none in a secure (criminal) placement resulting in a projected underspend of £0.013m.
786	Demand-Led - Semi-independent/Supported placements	The number of semi-independent and supported living placements is projected to be 33.42 FTE and this is 4.42 FTE above the budgeted level. However, the average unit cost of these placements has increased considerably recently and is now £256.67 per week higher than the budget and this results in an overspend of £0.786m.
(844)	Demand-Led - In-House Fostering	As at 31 August 2017 there were 156 children placed with 'in-house' foster carers and 150.61 FTE for the year. The budget, based on an increasing trend over the last few years and the drive to increase recruitment of in-house carers, was set at 180.00 FTE placements. This has resulted in the current projected underspend of £0.844m. If the ongoing work to increase the number of in-house foster carers is successful, this should result in a net reduction in costs.
125	Demand-Led - Family & Friends placements, Child Arrangement Orders and Special Guardianship Orders	The budget allows for 282.00 FTE placements of these types. It is currently anticipated that there will be 306.51 FTE children in these placements during 2017/18 and this results in the overspend of £0.125m.
(299)	Demand-Led - Care Leavers	The projected number of care leaver placements in 2017/18 is 96.57 FTE. The budget allows for 93.90 FTE placements. The increase in numbers of unaccompanied asylum seeking children in recent years has resulted in a rise in the number of ex-asylum seeking care leavers. This has now passed the threshold to be eligible for the grant and it is anticipated that £0.126m grant funding will be received in 2017/18. This together with lower than anticipated unit costs has resulted in the underspend of £0.299m.

Appendix 3 – Revenue Budget Performance

Key Variances		
£'000	Service Area	Variance or Financial Recovery Measure Description
124	Demand-Led Unaccompanied Asylum Seeking Children (UASC) Grant	The numbers of unaccompanied asylum seeking children has increased considerably in the last 12 months. The costs of looking after these children is funded by a grant from the Home Office, however a number of asylum seekers have now left care (see above) and there has been an increase in other, non accommodation costs resulting in the overspend of £0.124m.
60	Social Work teams	Use of agency social workers is continuing into 2017/18 but at a significantly lower level than 2016/17. Spend to date is £0.359m. The Social Work agency budget is £0.134m and was reduced by £0.092m as one-off funding in 2016/17 is not available in 2017/18. The current number of agency workers reported is 11, down 3 from Month 4, and it is anticipated that this will reduce to 0 FTE by 1 October 2017 and on this basis will result in a potential overspend against the agency budget of £0.349m. This is an increase on the Month 4 projection due to the agreed extension of 2 Agency posts. The underspend currently projected against permanent staffing budgets is £0.314m and non staff costs are currently estimated to be overspent by £0.025m.
315	Legal Fees	<p>There has been a significant increase in legal costs over the last couple of months and if this level of expenditure continues throughout 2017/18 this will result in an overspend in the region of £0.315m.</p> <p>Across the region there has been higher demand on legal teams and this has been reflected in our legal expenditure and especially in Counsel fees a plan is in place to:</p> <ul style="list-style-type: none"> <li>• Review of all budget codes to identify and areas for savings in short and long term and establish oversight of large budget commitments and monitoring</li> <li>• A plan for how to bring the expenditure within budget.</li> <li>• Review cases in last year looking particularly at ‘one offs’ with large expenditure</li> <li>• Establish policy of approval levels for expenditure</li> </ul>
(225)	Adoption Payments	Increase income received through inter agency adoptions
(159)	Other	Includes the youth offending and foster and adoption teams.
<b>Quality Assurance &amp; Performance</b>		
(45)	Independent Reviewing Officer Team	Early achievement of 2018/19 budget savings

## Health &amp; Adult Social Care (HASC)

## Revenue Budget Summary

Forecast Variance Month 2 £'000	Service	2017/18 Budget Month 5 £'000	Forecast Outturn Month 5 £'000	Forecast Variance Month 5 £'000	Forecast Variance Month 5 %	2016/17 Savings Proposed £'000	Savings Achieved/ Anticipated £'000	Savings At Risk £'000
0	Adult Social Care	32,311	32,313	2	0.0%	2,285	1,685	600
0	Integrated Commissioning	3,787	3,697	(90)	-2.4%	147	147	0
0	S75 Sussex Partnership Foundation Trust (SPFT)	12,680	12,768	88	0.7%	293	293	0
0	Public Health	1,103	1,103	0	0.0%	2,148	2,148	0
0	Total Health & Adult Social Care	49,881	49,881	0	0.0%	4,873	4,273	600
0	Further Financial Recovery Measures (see below)	-	0	0	-	-	-	-
0	Residual Risk After Financial Recovery Measures	49,881	49,881	0	0.0%	4,873	4,273	600

## Explanation of Key Variances (Note: FTE/WTE = Full/Whole Time Equivalent)

Key Variances £'000	Service Area	Variance or Financial Recovery Measure Description
Adult Social Care		
(35)	Demand-Led Community Care - No Recourse to Public Funds	The average unit cost is slightly lower than the budgeted unit cost and the number of clients being supported is less than budgeted resulting in the underspend of £0.034m.
132	Demand-Led Community Care - Physical & Sensory Support	There are increasing numbers of 'new' older people being discharged from hospital requiring social care services for the first time, as well as increased community demand. This additional financial pressure is being partly met by the Improved Better Care fund for 2017/18.
48	Demand-Led Community Care - Substance Misuse	There are relatively small numbers of clients within this service and this is in line with the expected demand. The average unit cost is higher than the budgeted unit cost resulting in the overspend of £0.078m.

Appendix 3 – Revenue Budget Performance

Key Variances		
£'000	Service Area	Variance or Financial Recovery Measure Description
43	In house provision - Older people	This is due to increased agency spend within the in house residential units
84	Hostel Accommodation	There has been a delay in the transfer of a Hostel to a new building which has resulted in pressures on rent costs and Housing Benefit income.
(300)	Assessment teams	This is due to a number of vacancies across the Assessment teams.
Integrated Commissioning		
(90)	Commissioning Support Team	Due to temporary vacancies within the Commissioning teams
S75 Sussex Partnership Foundation Trust (SPFT)		
162	Demand-Led - Memory Cognition Support	There are higher numbers of WTE care packages than are funded in the budget; the unit costs are also higher than had been anticipated resulting in the overspend of £0.162m. This is due to a current lack of affordable residential and nursing home placements within the city.
(72)	Demand-Led - Mental Health Support	Numbers of WTE clients are higher than the budget allocation but the average unit costs are lower than and this results in the underspend of £0.072m. There is an increasing need and complexity within this client group.
(3)	Demand-Led - Staff teams	



## Economy, Environment &amp; Culture

## Revenue Budget Summary

Forecast Variance Month 2 £'000	Service	2017/18 Budget Month 5 £'000	Forecast Outturn Month 5 £'000	Forecast Variance Month 5 £'000	Forecast Variance Month 5 %	2016/17 Savings Proposed £'000	Savings Achieved/ Anticipated £'000	Savings At Risk £'000
(21)	Transport	(7,269)	(7,987)	(718)	-9.9%	1,238	1,238	0
(3)	City Environmental Management	27,747	27,806	59	0.2%	1,025	875	150
116	City Development & Regeneration	2,792	2,961	169	6.1%	420	420	0
(9)	Culture	4,395	4,370	(25)	-0.6%	335	335	0
249	Property	1,156	1,338	182	15.7%	1,668	1,668	0
332	Total Economy, Environment & Culture	28,821	28,488	(333)	-1.2%	4,686	4,536	150
(57)	Further Financial Recovery Measures (see below)	-	0	0	-	-	-	-
275	Residual Risk After Financial Recovery Measures	28,821	28,488	(333)	-1.2%	4,686	4,536	150

## Explanation of Key Variances

Key Variances £'000	Service Area	Variance or Financial Recovery Measure Description
Transport		
(614)	Parking Services	Forecast over-achievement of permit fee income of (£0.376m) due to 5 new parking schemes starting in October 2017, as well as suspension permit parking due to a number of major developments in the city. An underspend of (£0.275m) on unsupported borrowing costs due to the delayed Pay & Display machine replacement programme and repayment of borrowing in 2016-17. Other net variances totalling £0.037m. Parking income is monitored on a monthly basis as there are a number of variable factors that can impact on parking activity. Minor variations in demand can result in significant financial implications. The current forecast variance represents 2.12% of the parking income budget.

**Appendix 3 – Revenue Budget Performance**

<b>Key Variances</b>		
<b>£'000</b>	<b>Service Area</b>	<b>Variance or Financial Recovery Measure Description</b>
(124)	Traffic Management	An overachievement of income from skips & scaffold, hoardings and A boards of (£0.059m). The hoarding income reflecting increased development activity in the City. An overachievement of income of (£0.048m) from Section 74 fines from streetworks.
20	Other Variances	
<b>City Environmental Management</b>		
59	Other Variances	<p>Due to pressures on the service that have come to light over the first half of the year, an additional 4 Communal Bin Operative posts need to be provided to ensure the third communal bin round can be provided to acceptable standards. It is proposed that this pressure is funded as a first call on the £1.5m risk provision set aside by full Council when setting the 2017/18 budget. The projected cost of the posts in 2017/18 is £0.050m (part-year cost). This will reduce the risk available provision to £1.450m.</p> <p>For 2018/19, the full year cost of the additional posts, £0.130m, will be presented to Policy, Resources &amp; Growth Committee in February 2018 for consideration as part of the 2018/19 revenue budget proposals.</p> <p>There are also 4 vacant posts across the Commercial Waste and Garden Waste services that will be filled following the agreed review of these new services. The ongoing cost of these services will be further reviewed as running costs and income streams firm up and will be considered as part of the 2018/19 budget setting process.</p>
<b>City Development &amp; Regeneration</b>		
135	Applications	A forecast underachievement of Building Control income of £0.070m and an overspend of £0.040m due to legal advice and anticipated Public Inquiry costs in particular from appeals. There are also other minor variances of £0.025m.
34	Other Variances	
<b>Culture</b>		
(25)	Other Variances	

**Appendix 3 – Revenue Budget Performance**

<b>Key Variances</b>		
<b>£'000</b>	<b>Service Area</b>	<b>Variance or Financial Recovery Measure Description</b>
<b>Property</b>		
270	Rents	Currently there is a much reduced forecast shortfall in expected rental income mainly associated with The Contracted Property Portfolio (CPP), New England House and Hove Town Hall. Included within this is the £0.050m saving applied to the CPP budget. The CPP budget pressure is the variance between the year on year inflated rental income figure compared to the forecast provided by the Council's property advisors Cluttons. The rent forecast is subject to close monthly monitoring and will be adjusted as new information is received through the year. A further pressure of £0.070m has been identified following the loss of a security contract.
(88)	Other Variances	

## Neighbourhood, Communities &amp; Housing

## Revenue Budget Summary

Forecast Variance Month 2 £'000	Service	2017/18 Budget Month 5 £'000	Forecast Outturn Month 5 £'000	Forecast Variance Month 5 £'000	Forecast Variance Month 5 %	2016/17 Savings Proposed £'000	Savings Achieved/ Anticipated £'000	Savings At Risk £'000
0	Housing General Fund	5,278	5,448	170	3.2%	1,689	1,689	0
0	Libraries	4,842	4,842	0	0.0%	142	142	0
0	Communities, Equalities & Third Sector	2,720	2,720	0	0.0%	480	437	43
0	Regulatory Services	1,507	1,427	(80)	-5.3%	220	220	0
0	Community Safety	1,237	1,237	0	0.0%	71	71	0
0	Total Neighbourhood, Communities & Housing	15,584	15,674	90	0.6%	2,602	2,559	43
0	Further Financial Recovery Measures (see below)	-	(170)	(170)	-	-	-	-
0	Residual Risk After Financial Recovery Measures	15,584	15,504	(80)	-0.5%	2,602	2,559	43

## Explanation of Key Variances

Key Variances £'000	Service Area	Variance or Financial Recovery Measure Description
Further Directorate Financial Recovery Measures		
(170)	Further Financial Recovery Measures projection	The directorate has developed a Financial Recovery Plan to address the pressure. This plan aims to fill caretaker posts as soon as possible to undertake minor repairs works as this is more cost effective.
		If these measures are unsuccessful, the Flexible Homelessness grant (which has a built in contingency) can be used as a last resort to mitigate this in-year overspend.

**Appendix 3 – Revenue Budget Performance**

<b>Key Variances</b>		
<b>£'000</b>	<b>Service Area</b>	<b>Variance or Financial Recovery Measure Description</b>
<b>Housing General Fund</b>		
170	Temporary Accommodation	The forecast net overspend is mainly due to an increase in reactive repairs that had to be outsourced due to caretakers leaving. This has been exacerbated by higher turnover (increases in voids). Higher turnover is the result of moving on households to more permanent accommodation. The projected overspend has partly been mitigated by a reduction in both volumes and costs of spot purchased accommodation.
<b>Regulatory Services</b>		
(80)	Environmental Health and Licensing	This forecast underspend is the result of posts which are being held vacant ahead of a directorate restructure/service reconfiguration.

## Finance &amp; Resources

## Revenue Budget Summary

Forecast Variance Month 2 £'000	Service	2017/18 Budget Month 5 £'000	Forecast Outturn Month 5 £'000	Forecast Variance Month 5 £'000	Forecast Variance Month 5 %	2016/17 Savings Proposed £'000	Savings Achieved/ Anticipated £'000	Savings At Risk £'000
30	Finance	9,692	9,753	61	0.6%	1,102	1,102	0
(500)	Housing Benefit Subsidy	(835)	(1,349)	(514)	-61.6%	120	120	0
0	HR & Organisational Development	2,892	2,882	(10)	-0.3%	354	304	50
0	ICT	6,410	6,510	100	1.6%	657	319	338
(470)	Total Finance & Resources	18,159	17,796	(363)	-2.0%	2,233	1,845	388
0	Further Financial Recovery Measures (see below)	-	0	0	-	-	-	-
(470)	Residual Risk After Financial Recovery Measures	18,159	17,796	(363)	-2.0%	2,233	1,845	388

## Explanation of Key Variances

Key Variances £'000	Service Area	Variance or Financial Recovery Measure Description
Finance		
0	Revenues & Benefits - shortfall in court costs income	There is a forecast shortfall in court costs income of £0.115m arising from Enforcement Officer vacancies. This is offset through a combination of staff vacancies and grant income.
(65)	Finance Services	Management of vacancies
126	Orbis wide cross charging	There is a one-off pressure of £0.126m arising from the cost activities necessary to integrate Orbis during the current year in advance of pooling budgets from 1st April 2018, however we will seek to reduce this.

**Appendix 3 – Revenue Budget Performance**

<b>Key Variances</b>		
<b>£'000</b>	<b>Service Area</b>	<b>Variance or Financial Recovery Measure Description</b>
<b>Housing Benefit Subsidy</b>		
(514)		There is an expected surplus of £0.214m in the recovery of overpaid council tax benefits, based on receipts to date. On the main subsidy budgets there is insufficient data available to make a detailed forecast, but at present a £0.300m surplus is forecast.
<b>HR &amp; Organisational Development</b>		
(10)	HR&OD	Minor underspends
<b>ICT</b>		
100	ICT	There are budget pressures in some areas particularly around ICT contracts, the MS Enterprise contract and an increased schools ICT income target. A detailed review of costs and potential mitigations will be carried out with the aim of minimising this pressure. Potential mitigation might include appropriate use of the ICT reserve, Digital First funding and potential capitalisation of legitimate costs.

## Strategy, Governance &amp; Law

## Revenue Budget Summary

Forecast Variance Month 2 £'000	Service	2017/18 Budget Month 5 £'000	Forecast Outturn Month 5 £'000	Forecast Variance Month 5 £'000	Forecast Variance Month 5 %	2016/17 Savings Proposed £'000	Savings Achieved/ Anticipated £'000	Savings At Risk £'000
0	Corporate Policy	691	681	(10)	-1.4%	60	60	0
0	Legal Services	1,305	1,280	(25)	-1.9%	120	120	0
0	Democratic & Civic Office Services	1,762	1,759	(3)	-0.2%	87	87	0
0	Life Events	(225)	(101)	124	55.1%	251	237	14
0	Performance, Improvement & Programmes	692	682	(10)	-1.4%	113	113	0
0	Communications	651	613	(38)	-5.8%	76	76	0
0	<b>Total Strategy, Governance &amp; Law</b>	<b>4,876</b>	<b>4,914</b>	<b>38</b>	<b>0.8%</b>	<b>707</b>	<b>693</b>	<b>14</b>
0	Further Financial Recovery Measures (see below)	-	0	0	-	-	-	-
0	<b>Residual Risk After Financial Recovery Measures</b>	<b>4,876</b>	<b>4,914</b>	<b>38</b>	<b>0.8%</b>	<b>707</b>	<b>693</b>	<b>14</b>

## Explanation of Key Variances

Key Variances £'000	Service Area	Variance or Financial Recovery Measure Description
Corporate Policy		
(10)	Policy & Partnerships	Underspends due to vacancies.
Legal Services		
(25)	Legal Services	Overachievement of income
Democratic & Civic Office Services		



**Appendix 3 – Revenue Budget Performance**

<b>Key Variances</b>		
<b>£'000</b>	<b>Service Area</b>	<b>Variance or Financial Recovery Measure Description</b>
(3)		<p>Small underspends.</p> <p>Note however that at Budget Council a decision was taken to reduce members' allowances by £0.043m (part-year of £0.033m in 2017/18 and full-year effect of £0.010m in 2018/19). This saving proposal was subject to consideration by the Independent Remuneration Panel and the Committee are due to receive an update in November 2017. This decision is later than originally anticipated and it is not clear what the outcome of the IRP review is likely to be. It is possible that the saving may therefore be at risk in both years, with the position likely to be confirmed by Month 7.</p>
<b>Life Events</b>		
164	Bereavement Services	<p>£0.268m income shortfall due to falling numbers of burials and cremations in the first quarter. Offset slightly by vacancy management savings of £0.053m and various underspends elsewhere of £0.051m.</p> <p>The Life Events Budget Review Group (attended by Service Management and Finance and HR Business Partners) has already implemented a training programme for Bereavement managers and staff to deal with issues raised by an Internal Audit report. The group will continue to discuss the on-going service redesign which is hoped, amongst other things, will improve marketing of the service to try and increase customer numbers.</p>
(40)	Local Land Charges	Expected over-achievement of Land charges fees.
<b>Performance, Improvement &amp; Programmes</b>		
(10)	Performance Team	Minor underspends
<b>Communications</b>		
(38)	Communications	Vacancy savings of £0.072m offset by supplies and services overspends of £0.034m

Appendix 3 – Revenue Budget Performance

Corporate Services

Revenue Budget Summary

Forecast Variance Month 2 £'000	Service	2017/18 Budget Month 5 £'000	Forecast Outturn Month 5 £'000	Forecast Variance Month 5 £'000	Forecast Variance Month 5 %	2016/17 Savings Proposed £'000	Savings Achieved/ Anticipated £'000	Savings At Risk £'000
0	Bulk Insurance Premia	0	0	0	0.0%	0	0	0
0	Concessionary Fares	11,197	11,197	0	0.0%	250	250	0
(29)	Capital Financing Costs	6,700	6,631	(69)	-1.0%	0	0	0
0	Levies & Precepts	205	205	0	0.0%	0	0	0
0	Unallocated Contingency & Risk Provisions	3,234	3,234	0	0.0%	0	0	0
0	Unringfenced Grants	(15,648)	(15,668)	(20)	-0.1%	0	0	0
(58)	Other Corporate Items	5,264	5,206	(58)	-1.1%	195	223	0
(87)	<b>Total Corporate Budgets</b>	<b>10,952</b>	<b>10,805</b>	<b>(147)</b>	<b>-1.3%</b>	<b>445</b>	<b>473</b>	<b>0</b>
0	Further Financial Recovery Measures (see below)	-	0	0	-	-	-	-
(87)	<b>Residual Risk After Financial Recovery Measures</b>	<b>10,952</b>	<b>10,805</b>	<b>(147)</b>	<b>-1.3%</b>	<b>445</b>	<b>473</b>	<b>0</b>

Explanation of Key Variances

Key Variances		
£'000	Service Area	Variance or Financial Recovery Measure Description
Concessionary Fares		
(250)	Concessionary Fares	Fixed deal reimbursements reported to committee in May 2017 have resulted in a further saving.

## Housing Revenue Account (HRA)

## Revenue Budget Summary

Forecast Variance Month 2 £'000	Service	2017/18 Budget Month 5 £'000	Forecast Outturn Month 5 £'000	Forecast Variance Month 5 £'000	Forecast Variance Month 5 %	2016/17 Savings Proposed £'000	Savings Achieved/ Anticipated £'000	Savings At Risk £'000
0	Capital Financing	32,312	32,312	0	0.0%	0	0	0
0	Head of Housing HRA	3,572	3,572	0	0.0%	106	106	0
0	Head of City Development & Regeneration	345	305	(40)	-11.6%	0	0	0
0	Housing Strategy	750	750	0	0.0%	0	0	0
0	Income Involvement Improvement	(46,398)	(46,668)	(270)	-0.6%	181	181	0
0	Property & Investment	7,537	7,357	(180)	-2.4%	570	570	0
0	Tenancy Services	1,881	1,881	0	0.0%	75	75	0
0	Total Housing Revenue Account	0	(490)	(490)	0.0%	932	932	0

## Explanation of Key Variances

Key Variances £'000	Service Area	Variance Description	Mitigation Strategy (Overspends Only)
Head of City Development & Regeneration			
(40)	Staffing and supplies and services costs	The forecast underspend is the net result of a range of underspends including employees costs due to a staff secondment.	
Income Involvement Improvement			
(175)	Contribution to bad debt provision	Later than planned implementation of Universal Credit means that this budget is forecast to be underspent in 2017/18.	

**Appendix 3 – Revenue Budget Performance**

<b>Key Variances</b>			
<b>£'000</b>	<b>Service Area</b>	<b>Variance Description</b>	<b>Mitigation Strategy (Overspends Only)</b>
(95)	Employees costs	The forecast underspend is due to staffing vacancies mainly in the Income Management team. Recruitment is due to take place before the end of the financial year.	
<b>Property &amp; Investment</b>			
(100)	Supplies and services	Underspend mainly due to the delay in commissioning consultancy support for the re-procurement of the repairs contract.	
(80)	Employees costs	Forecast underspend due to the delay in commissioning consultancy support for the re-procurement of the repairs contract.	

## Appendix 3 – Revenue Budget Performance

### Dedicated Schools Grant (DSG)

#### Revenue Budget Summary

Forecast Variance Month 2 £'000	Service	2017/18 Budget Month 5 £'000	Forecast Outturn Month 5 £'000	Forecast Variance Month 5 £'000	Forecast Variance Month 5 %
0	Individual Schools Budget (ISB)	124,679	124,679	0	0.0%
119	Early Years Block (including delegated to Schools) <i>(This includes Private Voluntary &amp; Independent (PVI) Early Years 3 &amp; 4 year old funding for the 15 hours free entitlement to early years education)</i>	12,461	12,624	163	1.3%
145	High Needs Block (excluding delegated to Schools)	19,359	19,650	291	1.5%
(22)	Exceptions and Growth Fund	3,848	3,816	(32)	-0.8%
0	Grant Income	(159,762)	(159,762)	0	0.0%
242	<b>Total Dedicated Schools Grant (DSG)</b>	<b>585</b>	<b>1,007</b>	<b>422</b>	<b>72.1%</b>

#### Explanation of Key Variances

Key Variances £'000	Service Area	Variance Description	Mitigation Strategy (Overspends Only)
Early Years Block (including delegated to Schools)			
158	Additional Support Funding for 2,3 & 4 year olds	Significant increase in the number of children receiving additional support funding in the Summer term and impact of increased free entitlement available to working parents from September 2017	Meeting to review assessment process for additional support funding and subsequent impact on top up funding in mainstream schools
5	2 Year olds	Based on Summer term numbers	

Appendix 3 – Revenue Budget Performance

Key Variances			
£'000	Service Area	Variance Description	Mitigation Strategy (Overspends Only)
High Needs Block (excluding delegated to Schools)			
200	High Needs top-up for Special Schools	Additional support packages for several pupils to avoid more expensive agency placements	
131	High Needs top-up for mainstream Schools	Additional costs for Primary of £0.123m and Secondary of £0.008m.	Meeting to review assessment process for additional support funding and subsequent impact on top up funding in mainstream schools
42	Inclusion Support Service	Loss of exception funding previously received for the Behaviour & Inclusive Learning Team(BILT).	Vacancy control
8	FE Colleges High Needs payments	Changes in legislation leading to increased costs.	
(21)	Unallocated DSG	Unallocated High Needs Block	
(29)	Other	Balance of variances on other cost centres	
(40)	Educational Agency Placements	Change in placements in the new academic year	
Exceptions and Growth Fund			
30	Historic pension costs	Historic pension liabilities.	
(12)	Exception 1 - Union Duties and other reimbursement	Underspent in reimbursement to schools for Union duties and Jury service.	
(50)	Access to Education	Increase in fines income	