

**Report of the Deputy Chief Executive**

**Report to Executive Board**

**Date: 11<sup>th</sup> February 2015**

**Subject: Financial Health Monitoring 2014/15 – Month 10**

Are specific electoral Wards affected? If relevant, name(s) of Ward(s):	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No
Are there implications for equality and diversity and cohesion and integration?	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No
Is the decision eligible for Call-In?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
Does the report contain confidential or exempt information? If relevant, Access to Information Procedure Rule number: Appendix number:	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No

**Summary of main issues**

1. The purpose of this report is to inform members of the financial health of the authority after ten months of the financial year in respect of the revenue budget and the Housing Revenue Account.
2. Members will recall that the 2014/15 general fund revenue budget, as approved by Council provides for a variety of actions to reduce spending by in excess of £47m. It is clear that action is taking place across all areas of the Council and it is clear that significant savings are being delivered in line with the budget.
3. At this stage of the financial year an overall underspend of £0.2m is projected, which represents a decrease of £3.9m from the figure reported at month 7. It is considered reasonable to assume that further savings will be identified before the year end to improve the position further.
4. After ten months of the year the HRA is projecting a surplus of £2.2m.

**Recommendations**

5. Members of the Executive Board are asked to note the projected financial position of the authority after ten months of 2014/15.

## 1. Purpose of this report

- 1.1 This report sets out for the Board the Council's projected financial health position for 2014/15 after ten months of the financial year.
- 1.2 Budget Monitoring is a continuous process throughout the year, and this report reviews the position of the budget after ten months and comments on the key issues impacting on the overall achievement of the budget for the current year.

## 2. Background information

- 2.1 Members will recall that the net budget for the general fund was set at £565.8m, supported by the use of £3.5m of general fund reserves.
- 2.2 Following finalisation of the accounts, General Fund Reserves at 31<sup>st</sup> March 2014 amount to £26.1m.

## 3. Main Issues

- 3.1 After ten months of the financial year an underspend of £0.2m is projected, as shown in the table below.

		<b>(Under) / Over Spend for the current period</b>				<b>Previous Month</b>
<b>Directorate</b>	<b>Director</b>	<b>Staffing</b>	<b>Total Expenditure</b>	<b>Income</b>	<b>Total Under /Overspend</b>	
		£000	£000	£000	£000	£000
Adult Social Care	Dennis Holmes	262	11,599	(9,625)	1,974	2,065
Children's Services	Nigel Richardson	(981)	6,740	(2,178)	4,562	3,593
City Development	Martin Farrington	230	1,728	(1,728)	0	250
Environment & Housing	Neil Evans	(829)	(740)	(405)	(1,145)	(753)
Strategy & Resources	Alan Gay	(762)	(223)	234	11	(551)
Citizens & Communities	James Rogers	(34)	178	(829)	(651)	(527)
Public Health	Dr Ian Cameron	(294)	10	(63)	(53)	(295)
Civic Enterprise Leeds	Julie Meakin	0	(3,382)	3,507	125	9
<b>Total</b>		<b>(2,408)</b>	<b>15,910</b>	<b>(11,087)</b>	<b>4,823</b>	<b>3,791</b>
<b>Corporate issues</b>						
Debt Savings					(2,100)	(1,100)
Transfer to Public Health Earmarked Reserve						107
New Homes Bonus					1,335	1,335
Terms and Conditions (car allowances) - now included in directorates					0	(425)
Street Lighting					(4,300)	
<b>Total</b>					<b>(242)</b>	<b>3,708</b>

- 3.2 This represents a decrease of £3.9m from the position reported at the end of month 7. At directorate level this mainly reflects the following changes:

- **Adult Social Care**  
The demand-led community care budget has been under pressure throughout the financial year, mainly due to increased activity levels within home care for older people. In addition there are some significant pressures on the learning disability pooled budget, with the number and average cost of monthly care plan approvals this financial year being higher than last year. There is also growing pressure on residential and nursing care placements,

mainly those for people with mental health needs. Contingency actions have been identified and implemented during the year to mitigate these pressures.

The Clinical Commissioning Groups (CCG's) have recently agreed to provide additional resources to support Adult Social Care Services this year, acknowledging the additional health benefits of the increased expenditure on community care packages, including reductions in delayed discharges from hospital. £5.9m of additional health funding has been provided this year for Adult Social Care. It is proposed that an earmarked reserve is created from the savings made through Adult Social Care contingency actions to enable this to be utilised to support the 2015/16 budget.

- Within children's services, an increase in the forecast for externally provided residential and fostering placements for children and young people. Placements numbers are currently above plan and translate into a pressure of £4.6m, which represents an increase of £1.3m from month 7. Further details can be found in Annex A.
- An overspend of £0.4m within the procurement unit of Strategy and Resources, reflecting the re-prioritisation of resources within PPPU to accelerate work on category management to facilitate the delivery of the budgeted procurement savings target across all directorates.

These pressures are partly offset by:

- Further reductions in staffing costs of £1.8m which includes the impact of the embargo on all external recruitment and appointment of agency staff. Agency staff hours are significantly less when compared to the previous 12 months.
- The impact of projected reductions in non-essential non staffing spend (£0.6m)
- A £0.4m increase in car parking income which includes the impact of the January price increase at Woodhouse Lane multi storey car park

3.3 Further details can be found in the financial dashboards attached to this report.

3.4 Corporate Issues

3.4.1 Debt savings – the 2014/15 borrowing strategy continues to fund the capital programme borrowing requirement from short dated loans and internal cash balances whilst looking for opportunities to lock into attractive longer dated funding. The strategy is projected to generate savings of £2.1m after finalising the minimum revenue provision (statutory debt repayment requirement).

3.4.2 The Council has recently received a significant payment from a major contractor following the settlement of a contractual dispute arising from the delivery of the Street Lighting PFI contract. A number of issues that have arisen over a period of time have resulted in the agreed adjustments to the payment made to the service provider. The gross sum received is £6.6m exclusive of VAT, with £2.3m committed to meet existing budget assumptions and to contribute to investment in the street lighting programme leaving £4.3m uncommitted.

3.4.3 The Department of Health has very recently announced that the Council will receive grant funding of £520k in 2014/15 to support reduced delayed transfers

of care from hospitals. The grant conditions require the council to evidence expenditure on social care reablement, intermediate care packages or other specific intervention to reduce recorded delayed transfers of care. The extent to which this will require Adult Social Care to incur expenditure in addition to that assumed within the latest projections is currently being evaluated and the outcome will be reported in the next Financial Health report.

3.5 It is considered reasonable to assume that further savings will be identified before the year end to improve the position further.

3.6 Other Financial Performance

3.6.1 Council Tax and NNDR

The Council Tax target for the in-year collection for 2014/15 is unchanged from the previous years at 95.7%. The position at the end of December was 81.60% compared to 81.77% at the same point in 2013/14 and there are currently no concerns as to collection levels.

- Overall collection rate for those affected by Council Tax Support scheme - 57.3% ( 58.2% at this stage last year)
- Collection rate for those previously getting 100% Council Tax benefit – 51.9% (52.1% at this stage last year)

The collection rate for Business Rates at the end of December was 81.97% compared to 83.93% at the same time in 2013/14, a reduction of 1.96%. The difference is primarily due to the move from 10 to 12 monthly instalments, the impact of which will increase each month until the end of February. This is coupled with the usual volatility of the collection rate due to the majority of the instalments being due at the beginning of the month.

There continues to be no significant change in the level of accounts in arrears which would seem to confirm the reduction in the comparative collection rate is largely a matter of timing rather than an increase in non-payment.

#### **4.0 Housing Revenue Account (HRA)**

4.1 At the end of Period 10 the HRA is projecting a surplus of £2.2m. The key variances are:

4.2 Additional income of £1.2m primarily due to increased dwelling rents as a result of voids being less than budgeted levels of 1.25%.

4.3 In addition, savings are projected in relation to Council Tax on empty properties £0.3m, repairs £0.5m, the contribution to the Bad Debt Provision £0.5m and capital charges £0.6m.

4.4 Additional savings of £2.3m over the £1m assumed in the budget are projected in relation to employees. This is due to vacancies being held whilst revised structures are implemented as a result of the housing management function coming back in house.

- 4.5 These variances contribute towards offsetting the additional £1.7m of costs in relation to Disrepair claims against the council. Additional resources have been provided to address this issue. Additional surveyors and legal officers have been engaged and processes put in place to manage the service to improve efficiency and create clearer accountabilities and responsibilities within the teams. The Disrepair service is being proactively managed with regular meetings with internal and external teams including surveyors, legal, asbestos and contractors responsible for completing the works monitoring progress, identifying blockages in the system and amending processes. In addition to this the team is engaging with repair and housing management teams to introduce measures to stem the growth in caseload.
- 4.6 The Department for Communities and Local Government (CLG) has recently issued a direction allowing the Council to fund payments to the Council's own tenants under the Discretionary Housing Payments (DHP) scheme. A maximum of £0.25m has been earmarked to fund tenants with severe disabilities living in adapted properties.
- 4.7 In addition, a revenue contribution to capital of £1.2m has been identified to fund a vehicle replacement programme for Construction Services
- 4.8 Excluding technical arrears, arrears for current tenants are £6.0m compared to £4.6m at the end of 2013/14, an increase of £1.4m.
- 4.9 Collection rates to the end of November were 97.55% for dwelling rents, compared to the target of 98.06%.

## **5.0 Corporate Considerations**

### **5.1 Consultation and Engagement**

- 5.1.1 This is a factual report and is not subject to consultation

### **5.2 Equality and Diversity / Cohesion and Integration**

- 5.2.1 The Council's revenue budget for 2014/15 was subject to Equality Impact Assessments where appropriate and these can be seen in the papers to Council on 26th February 2014.

### **5.3 Council Policies and City Priorities**

- 5.3.1 The 2014/15 budget targeted resources towards the Council's policies and priorities. This report comments on the financial performance against this budget.

### **5.4 Resources and Value for Money**

- 5.4.1 This is a revenue financial report and as such all financial implications are detailed in the main body of the report.

### **5.5 Legal Implications, Access to Information and Call In**

- 5.5.1 There are no legal implications arising from this report. In accordance with part 4 (f) of the Council's Constitution (Budget and Policy Framework Procedure Rules) Executive Board shall be entitled to vire across budget headings subject to value limits set out in the Financial Procedure Rules. There are no requests this month.

## **5.6 Risk Management**

5.6.1 The Council's financial risk register details the risk and consequences, existing controls to mitigate against the risk, the value in monetary terms, review dates and progress towards managing the risk. There are no new risks at month 10.

## **6. Recommendations**

6.1 Members of the Executive Board are asked to note the projected financial position of the authority after ten months of 2014/15.

## **7. Background documents<sup>1</sup>**

7.1 None

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<sup>1</sup> The background documents listed in this section are available to download from the Council's website, unless they contain confidential or exempt information. The list of background documents does not include published works.

## Children's Services

1. Progress in delivering a stepped reduction in the number of IFA placements has been affected by the need to bring a number of children into the looked after system in the four month July to October to safeguard and promote their welfare. The numbers entering the looked after system are higher than in similar period and reflect a number of large families. In October alone, 3 large sibling groups totalling 19 children (7, 6 and 6) were taken into care, placing a significant pressure on the Service's fostering capacity.
2. Delivery of the budget action plan for external residential placements has also been significantly hampered by the loss of 16 beds from internal provision and the fact that the two planned new homes have not yet opened.
3. 30 new external residential placements have had to be made since April 2014. Children at risk of sexual exploitation account for almost a half of these new placements, a factor which continues to receive close public attention both locally and nationally and places increasing pressure on our own in-house residential services.
4. Children's Services continue to work vigorously to review the needs and progress of children and young people within external placements with a view to safely and appropriately bringing children back to Leeds provision. It is anticipated that the opening of 2 new in-house children's homes early in 2015/16 will help us to deliver a further reduction in external placements and this, in conjunction with a range of other initiatives & preventative strategies, will enable Children's Services to continue to reduce CLA numbers and placements in 2015/16 – building on the progress which has seen CLA numbers fall from 1,475 at March 2012 to 1,301 at January 2015 (with a corresponding reduction in CLA placement budgets of circa £14m per annum).
5. These other initiatives include seeking to secure Special Guardianships for children looked after in long term independent foster care placements, strategies to reduce the incidence of repeat removals and utilise our Family Group Conferencing service in new areas including working with families with issues around domestic violence and supporting the re-unification of children with their families/extended families. As a result of these actions Children's Services are beginning to see a change in number of children under 5 looked after.

**ADULT SOCIAL CARE**  
**FINANCIAL DASHBOARD - 2014/15 FINANCIAL YEAR**  
**Month 10 - (January 2015)**

**Overall narrative**

The directorate is currently projecting an overspend of £1.4m relating to its general activities, with a further £0.6m arising from the Supreme Court legal judgement in March 2014 that clarified the meaning of 'deprivation of liberty' in the context of the Mental Capacity Act. The Supreme Court legal judgement means that the number of people lacking mental capacity who require a Best Interest Assessment will increase significantly and this is already evident in activity levels. The projection has increased by £0.1m from Period 8 reflecting some increased expenditure on community care packages largely offset by additional savings across a range of running expenses budget heads. The projection also now includes additional health funding of £5.9m and the creation of an earmarked reserve from the savings made through Adult Social Care contingency actions during the year to enable this to be utilised to support the 2015/16 budget. There continue to be some risks associated with this projection, the main one being that the level of activity and spend within the community care budget increases, a particular risk during the coming winter quarter. Significant pressures have been experienced this year on demand-led community care budgets and due to the Supreme Court judgement, but mitigating contingencies have been identified to cover the majority of these pressures. Senior managers are continuing to make every effort to contain overall expenditure within the budget and expenditure for the remainder of the year will be further restricted where this does not compromise essential care standards for our customers.

The main variations at Period 10 across the key expenditure types are as follows:

**Staffing (+0.3m – 0.4%)**

Staffing funded by capital or additional income accounts for £0.65m of this variation and the costs associated with the Supreme Court legal judgement are £0.2m. Staffing savings being released in homes for older people more slowly than budgeted for those homes not closing immediately and additional costs in the South Leeds Intermediate Care Centre have been offset by savings across other directorate services through tight controls on recruitment.

**Transport (+£0.8m – 18.0%)**

Expenditure on transport is generally reducing year on year, but the budgeted level of savings are not yet being delivered. Plans are in place to achieve these savings and although delivery is currently slower than expected.

**Community care packages (+£6.3m – 4.0%)**

The main pressure continues to affect the home care budget, although the position has stabilised in recent months. The budget assumed that there would be no net weekly increase in the hours of care provided, but currently the weekly increase is around 46 hours. In addition there are some significant pressures on the learning disability pooled budget, with the number and average cost of monthly care plan approvals this financial year being higher than last year. There is also growing pressure on residential and nursing care placements, mainly those for people with mental health needs. These are partly offset by savings on direct payments as fewer people than budgeted for are currently choosing to receive a cash payment to arrange their own care package.

**Income (-£9.6m – 13.9%)**

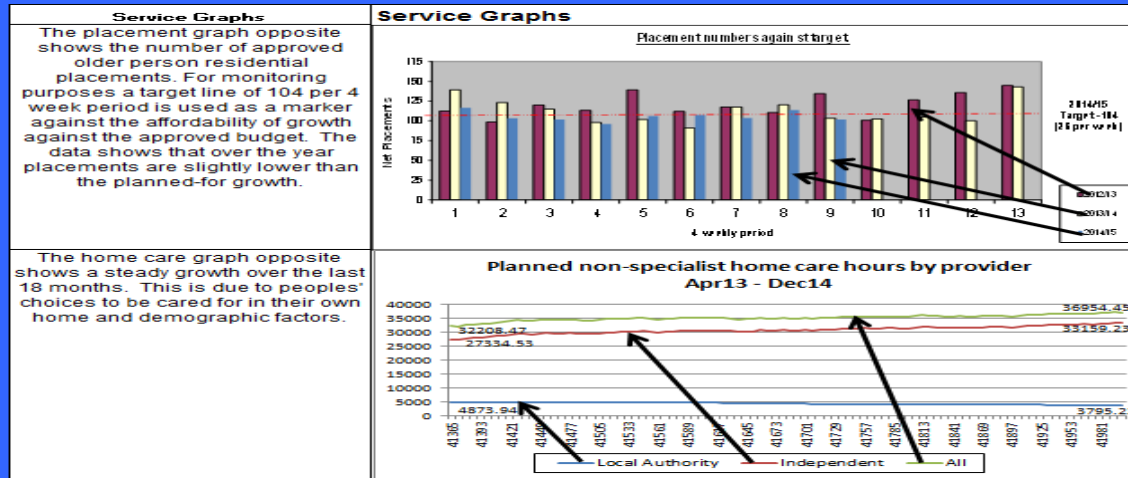
This mainly relates to the health funding provided recently to support Adult Social Care services this year, together with funding for intermediate care beds and for information and knowledge management initiatives ongoing from 2013/14, capital funding for staff working on IT schemes and Public Health funding for Neighbourhood Networks and residential rehabilitation.

**Use of Earmarked Reserve (+£4.5m)**

This mainly reflects the creation of an earmarked reserve from savings made through contingency actions to enable this to be utilised to support the 2015/16 budget.



## ADULT SOCIAL CARE FINANCIAL DASHBOARD - 2014/15 FINANCIAL YEAR Month 10 - (January 2015)



### Budget Management - net variations against the approved budget;

	Latest Estimate £'000	Projected Variations										Total (under) £'000
		Staffing £'000	Premises £'000	Supplies & Services £'000	Transport £'000	Internal Charges £'000	External Providers £'000	Transfer Payments £'000	Appropriation £'000	Total Expenditure £'000	Income £'000	
<b>Quarter 1</b>	194,786	711	(22)	(9)	(84)	500	4,300	(1,974)	(1,370)	2,052	(1,561)	490
<b>Month 4</b>	194,796	1,045	(21)	(272)	(76)	1,012	5,665	(2,026)	(1,370)	3,957	(1,961)	1,996
<b>Month 5</b>	195,796	1,238	(64)	(149)	(89)	1,032	5,731	(1,857)	(1,370)	4,471	(2,353)	2,118
<b>Month 6</b>	195,796	1,289	(128)	(181)	(84)	1,057	6,858	(2,073)	(1,370)	5,368	(2,743)	2,625
<b>Month 7</b>	195,853	619	(199)	(299)	(107)	922	7,513	(1,925)	(1,370)	5,153	(3,088)	2,065
<b>Month 8</b>	195,558	454	(152)	(282)	(118)	759	7,763	(1,508)	(1,370)	5,547	(3,615)	1,932
<b>Month 10</b>	195,558	262	(239)	(272)	(253)	878	8,099	(1,406)	4,530	11,599	(9,626)	1,973

	Latest Estimate £'000	Quarter 1 £'001	Month 4 £'000	Month 5 £'000	Month 6 £'000	Month 7 £'000	Month 8 £'000	Month 10 £'000	Month 11 £'000	Month 12 £'000	Outturn £'000
ASC Public Health	52	0	1	0	17	(3)	(2)	(5)			
Access & Care	150,269	2,275	4,642	4,778	5,512	6,372	6,774	6,974			
Care Reform	1,767	0	0	(2)	(6)	(156)	(311)	(243)			
Strategic Commissioning	-88	(2,106)	(2,425)	(2,434)	(2,487)	(2,670)	(2,874)	(2,891)			
Resources	7,126	(129)	(238)	(328)	(526)	(1,054)	(1,150)	(1,182)			
Care Delivery	36,431	451	17	104	113	(425)	(507)	(681)			
<b>Total</b>	<b>195,558</b>	<b>490</b>	<b>1,997</b>	<b>2,118</b>	<b>2,623</b>	<b>2,064</b>	<b>1,930</b>	<b>1,972</b>	<b>0</b>	<b>0</b>	

**CHILDREN'S SERVICES**  
**FINANCIAL DASHBOARD - 2014/15 FINANCIAL YEAR**  
**MONTH 10 (APRIL TO JANUARY)**

**Overall**

The month 10 forecast variation for the Children's Services Directorate is an overspend of £4.6m or 3.6% against the net managed budget of £126m. This forecast represents an adverse movement of £0.6m from the month 8 position which is mainly around increased forecast spend on placements children in care and assisted adoptions [£0.3m] and a £0.2m increase in the cost of Children's Centres mainly through slippage in the creation of early education/childcare places for 2-year olds.

**Looked After Children**

The 2014/15 budget strategy recognised the strategic obsession around reducing the need for children to be in care with budget action plans totally some £5.8m around safely reducing placement numbers and changing the mix of placement provision. At this stage in the financial year, the forecast is that these savings will not be achieved in full. In terms of placement numbers, at the end of December, there were 53 children & young people in externally provided residential placements [+16 compared to the financial model] and 251 children & young people in placements with Independent Fostering Agencies [+62 compared with the financial model]. Overall, these placement numbers translate into a potential pressure of £4.6m, although work is continuing around permanency and transitional planning. The month 10 projections also recognise some demand pressures around special guardianship orders [£0.1m], assisted adoptions [£0.4m], in-house fostering (£0.8m) and Leaving Care Services (£0.5m). Other pressures across the Directorate include Children's Centres [£0.9m] and Social Work/ Safeguarding Teams [£0.7m].

**Staffing**

Overall, at month 10 the staffing budgets are forecast to underspend by £0.98m across the general fund, grant/income funded and central schools budget functions. These projections recognise the continuing number of vacant posts across the Directorate, the impact of the predominantly internal recruitment market and the links to grant funding and income budgets. The year-end forecast spend on overtime is £1m and £4.3m on agency staffing.

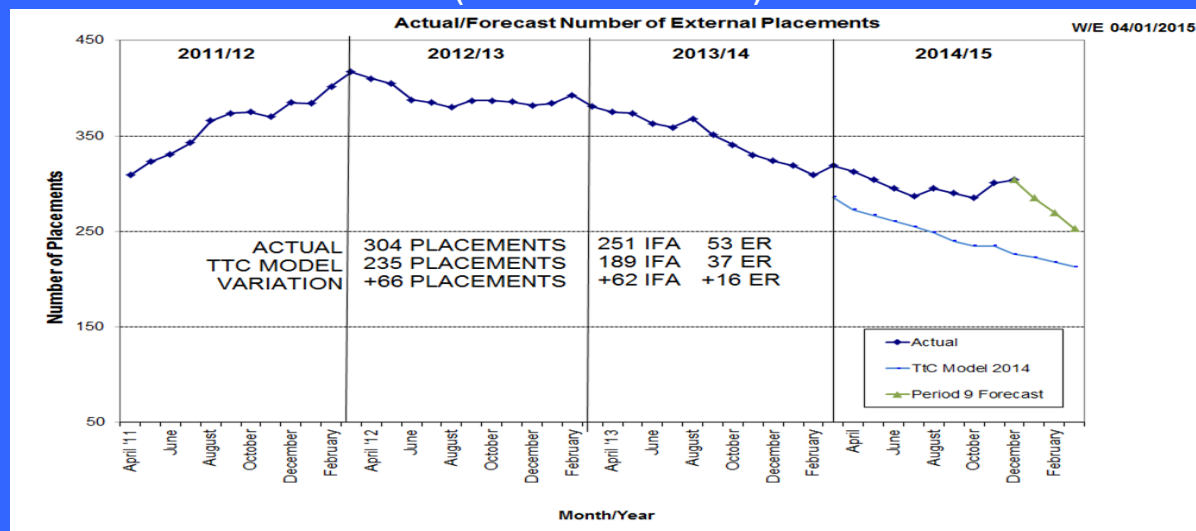
**Transport**

The 2014/15 budget strategy included £4.6m of anticipated savings around policy and provision changes in respect of home to school/college transport. At month 10, the projection is for slippage against these action plans and additional demand totalling some £2.6m.

**Income**

The forecast £2.2m additional income recognises the utilisation of the additional capital receipts to fund the schools capital spend [£2m], an underspend of £0.8m on the BSF ICT programme, additional Families First income [£0.4m], additional health income for placements [£0.4m] and also slippage on the creation of early education/childcare places across the children's centres and private, voluntary and independent sector providers which are funded via the dedicated schools grant. The projection also takes into account the additional transitional implementation grant funding for the implementation of the Children and Families Act in respect of children and young people with Special Educational Needs and Disabilities (£0.5m).

## CHILDREN'S SERVICES FINANCIAL DASHBOARD - 2014/15 FINANCIAL YEAR MONTH 10 (APRIL TO JANUARY)



### Budget Management - net variations against the approved budget

	PROJECTED VARIANCES													Total (under) / overspend £'000
	Expenditure Budget	Income Budget	Latest Estimate	Staffing	Premises	Supplies & Services	Transport	Internal Charges	External Providers	Transfer Payments	Appropriation	Total Expenditure	Income	
	£'000	£'000	£'000	£'000	£'000	£'000	£'000	£'000	£'000	£'000	£'000	£'000	£'000	
Quarter 1	281,087	(153,351)	127,736	(805)	99	253	154	86	1,831	(122)	0	1,496	428	1,924
Month 4	282,319	(154,696)	127,623	209	355	320	2,008	791	832	299	(368)	4,446	(518)	3,928
Month 5	282,598	(154,976)	127,622	204	146	296	1,992	735	1,915	144	(213)	5,219	(636)	4,583
Month 6	283,352	(155,730)	127,622	(142)	363	460	1,991	671	3,052	145	(177)	6,363	(1,018)	5,345
Month 7	283,312	(155,648)	127,664	(184)	102	(206)	2,374	609	3,915	336	(275)	6,671	(3,078)	3,593
Month 8	281,841	(155,612)	126,229	(812)	111	(32)	2,096	524	5,018	427	(305)	7,027	(3,067)	3,960
Month 10	281,482	(155,254)	126,228	(981)	86	47	2,102	457	4,909	437	(317)	6,740	(2,178)	4,562

	Expenditure Budget	Income Budget	Latest Estimate	Quarter 1	Month 4	Month 5	Month 6	Month 7	Month 8	Month 10	Month 11	Month 12	Outturn
	£'000	£'000	£'000	£'000	£'000	£'000	£'000	£'000	£'000	£'000	£'000	£'000	£'000
Partnership, Development & Business Support	8,989	(1,675)	7,314	(39)	29	15	16	(785)	(851)	(902)			
Learning, Skills & Universal Services	83,828	(60,863)	22,965	649	1,059	1,178	1,116	1,013	1,075	1,287			
Safeguarding, Targeted & Specialist Services	118,895	(25,843)	93,052	1,333	2,424	2,770	3,684	3,202	3,936	4,189			
Strategy, Performance & Commissioning	66,077	(54,179)	11,898	(19)	416	620	529	163	(200)	(12)			
Central Overheads	3,693	(12,694)	(9,001)	0	0	0	0	0	0	0			
<b>Total</b>	<b>281,482</b>	<b>(155,254)</b>	<b>126,228</b>	<b>1,924</b>	<b>3,928</b>	<b>4,583</b>	<b>5,345</b>	<b>3,593</b>	<b>3,960</b>	<b>4,562</b>	<b>0</b>	<b>0</b>	<b>0</b>

**City Development**  
**FINANCIAL DASHBOARD - 2014/15 FINANCIAL YEAR**  
**Month 10**

**Overall Narrative**

The projected outturn position at Period 10 is that the Directorate will be spend within the 2014/15 budget, an improvement of £223k on the position reported at Period 8 and is mainly due to an improved position in Asset Management from additional income.

**Planning and Sustainable Development** is forecast to have an overspend of £73k. Staffing is forecast to be £71k over budget. Supplies and services expenditure is forecast to be £38k overspent as a result of anticipated additional spend on the Core Strategy including legal costs. Income from planning and building fees for Period 10 is slightly ahead of the phased budget with actual income of £3,483k against the phased budget of £3,360k. There is a risk that income does not achieve the budget during the year, however, the projection assumes that external income will be on budget for the year .

**Economic Development** is forecast to be £52k overspent mainly due to a reduction in the projected surplus for Kirkgate Market. One off income of £275k received by Highways and Transportation has been used to offset most of the Markets income shortfall this financial year. The main budget risk for the Service is that income from Kirkgate Market continues to decline.

**Asset Management and Regeneration Services** is forecast to spend below budget by £294k as a result of additional rental income and other one off income received during the year.

**Employment and Skills** is forecast to spend below budget by £140k with staff savings and an underspend on various commissioned contracts contributing to this position.

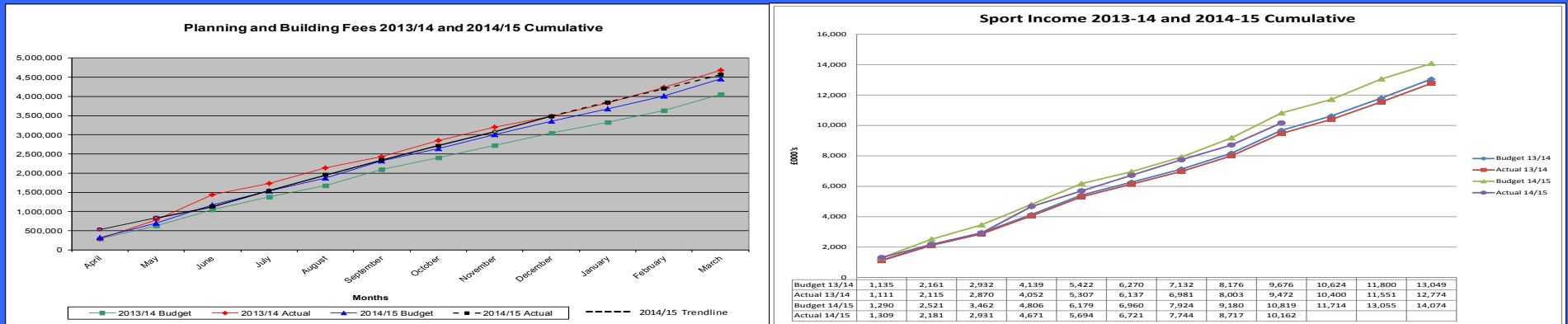
**Highways and Transportation** is projected to be within budget, this assumes that the efficiency targets are met. The Service is also projected to have additional expenditure on supplies and services which will be offset by additional income. This is as a result of more work being awarded externally than was originally budgeted for.

**Sport and Active Recreation** is also forecast to spend slightly over budget by £38k. The main risk is that income levels fall short of the budget although the budget was reduced in 2014/15 reflecting the trends in 2012/13 and 2013/14. At Period 10 cumulative income to date is £657k less than the phased budget but this shortfall is expected to be covered by savings elsewhere including energy costs and supplies and services.

**Libraries, Arts and Heritage** is forecast to spend within budget. An overspend on staffing has been mostly funded by an additional £350k in one off income received by Highways and transportation that has been allocated to Libraries. There are still some risks around income for the year.

**Resources and Strategy** is forecast to overspend by £268k. The projected overspend is mainly on staffing as a Directorate staff saving target of £600k was included in the R and S budget and not all this saving will be achieved. The projection also includes a Directorate savings target of £300k on staffing and other savings. This has been reduced from the £360k included at Period 8 as savings are identified in other services. The Directorate will continue to closely manage staffing levels, vacancies, overtime and agency spend and other non-essential spend to ensure that these savings can be realised and will aim to further reduce the projected overspend over the coming months.

## City Development FINANCIAL DASHBOARD - 2014/15 FINANCIAL YEAR Month 10



### Budget Management - net variations against the approved budget;

	Latest Estimate £'000	Projected Variations										Total (under) / overspend £'000
		Staffing £'000	Premises £'000	Supplies & Services £'000	Transport £'000	Internal Charges £'000	External Providers £'000	Transfer Payments £'000	Appropriation £'000	Total Expenditure £'000	Income £'000	
Quarter 1	60,162	384	307	334	(5)	(52)	20	4	0	992	(561)	431
Month 4	60,191	536	317	949	31	8	20	(40)	0	1,821	(1,636)	185
Month 5	60,079	124	354	799	36	39	20	0	(35)	1,337	(1,001)	336
Month 6	60,079	226	272	975	37	110	20	(100)	0	1,540	(1,234)	306
Month 7	60,423	331	224	892	177	218	20	(103)	0	1,759	(1,509)	250
Month 8	60,079	151	47	1,385	180	40	20	(113)	0	1,710	(1,487)	223
Month 10	60,079	230	55	1,071	258	206	20	(112)	0	1,728	(1,728)	0

	Latest Estimate £'000	Quarter 1	Month 4	Month 5	Month 6	Month 7	Month 8	Month 10	Month 11	Month 12	Outturn
		£'000	£'000	£'000	£'000	£'000	£'000	£'000	£'000	£'000	£'000
Planning and Sustainable Development	3,871	20	96	114	118	87	62	73			
Economic Development	1,329	1	0	104	94	46	46	52			
Asset Management and Regeneration	3,260	0	0	15	(44)	(116)	(117)	(294)			
Highways and Transportation	20,594	(1)	0	0	0	0	0	(2)			
Resources and Strategy	1,846	50	43	92	126	357	360	268			
Employment and Skills	2,879	3	(8)	(39)	(43)	(129)	(129)	(140)			
Libraries, Arts and Heritage	19,547	350	44	43	59	4	0	5			
Sport and Active Recreation	6,754	8	10	7	(4)	1	1	38			
<b>Total</b>	<b>60,080</b>	<b>431</b>	<b>185</b>	<b>336</b>	<b>306</b>	<b>250</b>	<b>223</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>

## ENVIRONMENT & HOUSING DIRECTORATE SUMMARY

### FINANCIAL DASHBOARD - 2014/15 FINANCIAL YEAR

#### Period 10 (January 2014)

#### **Overall Position**

The Directorate is currently projecting an underspend of £1145k at period 10.

#### **Community Safety (£262k underspend)**

Staffing is expected to be £334k under budget. This is primarily due to a projected staffing underspend on CCTV/Partnership (£224k) due to pre-restructure vacancies and Signpost (£89k). The charges to the HRA are expected to be £215k lower than originally projected. Legal costs are projected to be £90k below budget. The additional income targets for the service that were built into the 14/15 budget are projected to be achieved, however a £24k pressure has been assumed on other CCTV work contracts. A £68k pressure is expected on Signpost for sessional workers and recharges. Income for Safeguarding from the Community Safety Fund is £58k higher than budgeted and £30k of alternative funding for the Darker Nights project has been negotiated. Other net pressures total £33k.

#### **Strategic Housing and General Fund Support (£249k underspend)**

An underspend is anticipated on Supporting People contracts (£178k) after achieving efficiencies of £1,254 between 13/14 and 14/15. The underspend is primarily due to additional Police and Crime Commissioner funding that can be applied to alcohol related contracts. The amounts borrowed from the reserves in 11/12 is now deemed to have been repaid. Other areas of Strategic Housing staffing is projected to be £71k under budget over the year. This is primarily due to staffing underspends on Housing Options, Leeds Neighbourhoods Approach and Area Renewal that are partially offset by other pressures including a £46k pressure on income from funded schemes.

#### **Parks & Countryside (£0k underspend)**

Parks & Countryside is expected to balance to its budgeted position in 2014/15. The judicial review ruling on allotments is expected to create a pressure of £104k (£50k reduced income and £54k of legal costs). An £80k pressure is expected from income from the Landscape team. Income from golf and sports pitches is expected to be £158k below the budgeted level and an overspend of £250k is expected for Bereavement Services after utilising some one off funding. Staffing savings of £167k are projected, primarily due to savings within the Forestry service. Workshop spares, fuel and sales are projected to be under budget by £210k and Insurance and NNDR savings of £246k are expected. Other net cost pressures total £31k.

#### **Car Parking (£1,239k underspend)**

Savings from vacant posts that are in the process of being recruited to will save £144k. However, this is offset by expenditure increases of £58k associated with additional charges for Cash collection and credit card /bank charges. Savings in other expenditure are (£50k)

Parking income is projected to be £1,087k higher than the budget.

On Street income is projected to generate additional income £670k. After 10 months all sites continue to show good levels of income.

Off street parking up £317k offset by reductions in PCN offences (£384k), though BLE income projected to be up by £42k. (Phase 1 down £478k)

Woodhouse Lane - continues to be busy during week days, projected increase of +£273k (incl Jan price increase to £6.00).

Currently managing the former Quarry Hill site for a monthly fee. Projection assumes 12 months £79k. Other income +£90k

#### **Waste Management (£715k over)**

The budget assumes the delivery of £2.5m of savings, predominately in waste disposal resulting from the full year effects of last years roll out of Alternate Week Collection (AWC) and the roll out of the service to a further 106,000 households during 14-15.

Refuse Collection is projected at +£323k. The pay budget remains a challenging area with a projected overspend of £150k arising from the use of back up and additional cost of sickness. The delay to AWC will impact on route changes which will cost circa £145k in year. Fuel costs are estimated to save around £245k, offset by other vehicle costs of around £370k. Additional income of £90k is forecast.

The waste disposal budget is £18m, of which kerbside black bin waste accounts for £14.6m. A £312k variance is projected which arises from the slippage of AWC3 into 2 separate phases, overall waste volumes being above budget (but below 13/14 levels) and the effects of new disposal contracts. Additional costs of disposing of recycled waste and waste at HWSS is expected to cost around £217K. Savings in staffing are estimated £80k but a reduction in net electricity income is £66k.

Savings from HWSS running costs are around £110k, this primarily arises from savings in fuel costs and a review of the number of vehicles in service.

#### **Environmental Action (£109k underspend)**

Within Environmental Health savings from vacant posts are £212k, however additional staffing spend on front line cleansing and enforcement staffing is projected at £57k.

Other variations amount to a further £46k.

**ENVIRONMENT & HOUSING DIRECTORATE SUMMARY  
FINANCIAL DASHBOARD - 2014/15 FINANCIAL YEAR  
Period 10 (January 2014)**

**Budget Management - net variations against the approved budget;**

Summary By Expenditure Type	Latest Estimate £'000	Projected Variations									Total (under) / overspend £'000	
		Staffing	Premises	Supplies & Services	Transport	Internal Charges	External Providers	Transfer Payments	Appropriation	Total Expenditure		Income
		£'000	£'000	£'000	£'000	£'000	£'000	£'000	£'000	£'000		£'000
Quarter 1	73,272	75	137	(58)	(6)	37	(20)	0	0	165	(165)	0
Month 4	73,272	102	(154)	596	(145)	71	(140)	0	0	330	(330)	0
Month 5	72,272	(89)	(174)	691	(124)	155	(150)	0	0	309	(309)	0
Month 6	72,272	(291)	12	607	(154)	143	(150)	0	(40)	127	(227)	(100)
Month 7	72,272	(495)	(4)	456	(125)	201	(150)	5	(40)	(152)	(601)	(753)
Month 8	72,204	(774)	9	470	(223)	178	(170)	5	(40)	(545)	(405)	(950)
Month 10	72,204	(829)	45	271	(170)	156	(178)	5	(40)	(740)	(405)	(1,145)

**Summary By Service**

Latest Estimate	Quarter 1	Period 4	Period 5	Period 6	Period 7	Period 8	Period 10		
									£'000
Community Safety	3,187	0	0	(100)	(165)	(236)	(234)	(262)	
Strategic Housing & GFSS	12,101	0	(118)	(105)	(135)	(137)	(189)	(251)	
Parks & Countryside	9,132	0	0	0	0	0	0	0	
Waste Strategy and Disposal	20,402	0	357	462	547	404	497	500	
Waste Operations	2,595	0	53	72	39	(24)	(59)	(108)	
Refuse Collection	17,761	0	114	145	194	290	290	324	
Environmental Action	13,676	56	14	(5)	(68)	(182)	(205)	(109)	
Car Parking	(6,650)	(56)	(420)	(469)	(512)	(868)	(1,050)	(1,239)	
<b>Total</b>	<b>72,204</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>(100)</b>	<b>(753)</b>	<b>(950)</b>	<b>(1,145)</b>	

## STRATEGY AND RESOURCES

### FINANCIAL DASHBOARD - 2014/15 FINANCIAL YEAR

#### Month 10

#### **Overall Position**

The projected outturn for Strategy and Resources as at month 10 is a balanced position.

#### **Strategy and Improvement**

As at period 10 the service is expected to balance to budget. In November, virements were completed transferring staffing budgets from directorates to Strategy and Improvement for the Intelligent Council function. A transfer of the full budget was made, but due to some staff leaving on ELI this has contributed to the service's staffing savings target, included in the base budget. Whilst the full staffing savings included in the base budget for restructures and vacancy factor are not expected to be achieved in employee areas, saving in running costs and additional income from secondments and grants have been used to balance to the overall budget.

#### **Finance**

The main challenge for this service is to meet the current shortfall based on staff in post to date and known recruitment and leavers through to year end. The service has proactively pursued options during the year and the pay budget is expected to come in on-line with budget by year end. A number of pressures on supplies and services are offset by additional income, mainly court fees. A balanced position is still projected by year end, although this is still reliant on achieving savings of a further £82k. A review of capitalisation is in progress and might contribute to the budget to balancing the budget.

#### **Human Resources**

HR have met the £218k pay savings incorporated in the budget, through freezing recruitment and the use of the early leavers initiative. An additional pressure for legal costs in relation to the bargaining strategy have been identified with costs at period 10 of £28k but the projection assumes that further savings will be made and that a balanced position will be achieved by year end. As part of the Manager Challenge Programme has been funded through additional sources of income this year therefore possibly only require £74k this year from reserves.

#### **Technology**

ICT are forecasting an underspend of £-365k for 2014/15 - this is a minimal movement from the position reported at period 8. The savings accrue from a detailed review of recruitment plans - focusing on posts funded purely from LCC General Fund, savings from the new Mobile Phone Contract and a change to fully fund the Laptop refresh programme from Essential Services Programme capital scheme (previously funded 50/50 from capital and revenue). One-off in year savings have also recently been made from re-negotiating the McAfee support contract and the SCC Hardware Maintenance contract - these are been used to fund one-off in year initiatives within ICT.

#### **PPPU and Procurement**

A full review of project income has recently been completed and the outcome is reflected in the current projection which shows that the unit will 'overspend' by £449k in the current year. The reason for the shortfall is that staff from PPPU have been reallocated into the Procurement Unit, which is non 'fee earning' work. It does however ensure that that the 'category management' the Procurement Unit are leading on can be accelerated which should facilitate the deliver of the budgeted savings targets Council wide for 2014/15 and 2015/16.

Some risk stills exists in realising the remaining fee income projection and work is ongoing to maximise the amount that can be capitalised.

#### **Regional Policy**

Regional Policy is currently expected to balance to budget at year end. The majority of expenditure will be covered by recharges to projects managed by Leeds City Region.

#### **Legal Services**

Staffing costs are projected to be underspent by approx. £-200k against the LE budget (£-400k under the OE) and this reflects vacant posts, both on the professional side and also office support. The reduced expenditure will largely be offset by a reduction in income, with the incidence of the 'real' saving being in the legal budgets in other directorates.

#### **Democratic Services**

The budget for 2014/15 included additional income of £75k in relation to charges for school appeals. Latest information on this is that actual income is expected to be about £43k less. Fortunately, this is offset by savings on staffing due to leavers under the Early Leavers Initiative. Savings have arisen from changes in conditions for elected members who are no longer allowed to join the LGPS and in 2014/15 this amounts to c£60k.



**STRATEGY AND RESOURCES**  
**FINANCIAL DASHBOARD - 2014/15 FINANCIAL YEAR**  
**Month 10**

**BUDGET MANAGEMENT - NET VARIATIONS AGAINST THE APPROVED BUDGET**

	Latest Estimate £'000	Projected Variations										Total (under) / overspend £'000
		Staffing £'000	Premises £'000	Supplies & Services £'000	Transport £'000	Internal Charges £'000	External Providers £'000	Transfer Payments £'000	Appropriation £'000	Total Expenditure £'000	Income £'000	
Quarter 1	40,561	(346)	1	(2)	(3)	76	0	0	0	(276)	276	0
Month 4	40,561	224	2	(205)	5	52	0	0	0	78	(116)	(38)
Month 5	40,561	72	3	(36)	18	111	0	0	0	168	(231)	(63)
Month 6	40,561	(111)	4	(70)	11	152	0	0	0	(14)	16	2
Month 7	40,438	(23)	1	(241)	3	55	0	0	0	(205)	(346)	(551)
Month 8	43,325	(548)	0	(41)	(31)	556	0	0	0	(64)	447	383
Month 10	43,324	(762)	1	21	(26)	559	0	0	(16)	(223)	234	11

	Latest Estimate £'000	Quarter 1 £'000	Month 4 £'000	Month 5 £'000	Month 6 £'000	Month 7 £'000	Month 8 £'000	Month 10 £'000	Month 11 £'000	Month 12 £'000	Outturn £'000
Strategy and Improvement	7,098	0	0	0	97	140	(1)	0			
Finance	10,315	0	0	0	1	(201)	0	0			
Human Resources	6,901	0	0	1	1	2	0	0			
Technology	14,789	0	0	0	(36)	(397)	(365)	(363)			
Public Private Partnership Unit & Procurement	246	0	0	(1)	0	3	823	449			
Regional Policy	116	0	0	0	0	0	0	0			
Legal Services	(1,428)	0	0	0	0	0	0	0			
Democratic Services	5,287	0	(38)	(63)	(61)	(98)	(74)	(75)			
<b>Total</b>	<b>43,324</b>	<b>0</b>	<b>(38)</b>	<b>(63)</b>	<b>2</b>	<b>(551)</b>	<b>383</b>	<b>11</b>	<b>0</b>	<b>0</b>	<b>0</b>

**CITIZENS AND COMMUNITIES**  
**FINANCIAL DASHBOARD - 2014/15 FINANCIAL YEAR**  
**Month 10**

**Overall**

The directorate is now projected to be underspent by £-651k by year end.

On pay budgets, the costs of the agreed NJC pay award and estimated JNC pay award have now been included. In addition, it has been assumed that severance payments for staff leaving under the ELI scheme will no longer be funded corporately, so the costs will be met from within the directorate.

**Communities**

The Community Centres budgets have a savings target of £-110k. Currently it is expected that they will achieve £-30k of this through savings on Facilities Management charges (£-10k) and income (£-20k). This leaves a shortfall of £80k which will need to be achieved by a combination of rationalisation of existing centres and further efficiencies in Facilities Management charges. A combination of turnover and maternity has generated a staffing saving of £40k.

**Customer Access**

The staffing budget is expected to come in on-line with budget, although this is reliant on a continuing reduction in staffing numbers. The predicted overspend comprises £200k due to revenue costs associated with the implementation of the Customer Access phase 1 capital project. A further overspend of £140k is forecast as the 14/15 budget included a savings target in relation to Better Business Management (this was for Citizens and Communities as a whole), it will not be possible to deliver this saving in year.

**Elections, Licensing and Registration**

The entertainment licensing income budget was increased in 2013/14 in expectation of legislative changes that are now unlikely to materialise. As a result of this there is a shortfall in income of potentially £100k which should be offset by £80k savings in staffing cost and £20k savings in running costs. A slight improvement in the entertainment licensing income position could mean the shortfall may be less than the £100k currently forecast. There is also an expected shortfall in income for the Registrars Service (£75k) and this is expected to be met through savings on staffing and running costs. Some savings in staffing in Vehicle Licensing are offset by additional spend in supplies and services, though as this account is ring-fenced funded, no savings would be generated for General Fund. The cost of the Local and European Elections exceeded funding by approx. £90k, this has been included in the claim but it is unlikely that additional funding will be made available. The service are keen to deliver a balanced budget and will be looking at opportunities for savings over the remaining the months.

**Benefits, Welfare and Poverty**

**Summary**

The Welfare, Benefits and Poverty section are reporting a £1,122k surplus as at Period 10.

£700k is due to extra overpayment income from Housing Benefit. The service are currently undertaking a data matching exercise between data HMRC hold on individuals' income with Housing Benefit records. Where incorrect income has been declared resulting in higher benefits, overpayments are being raised. This is a new exercise that has not been completed in previous years so has generated considerable income above the original base budget.

Council Tax Benefit has ceased but cases continue to be found of overpaid support in previous years. This money is being reclaimed from clients which is expected to generate £310k in 14/15.

Discretionary Housing Payments are now predicted to underspend by £112k, but it is intended to carry forward this amount into 2015/16. Additional funding provision from the HRA has resulted in a general fund saving of £250k.

Against the funding of £2.8m for the Local Welfare Support Scheme, an underspend of c£300k is now predicted and it is intended to carry this forward into 2015/16 to part fund the replacement scheme.

**CITIZENS AND COMMUNITIES**  
**FINANCIAL DASHBOARD - 2014/15 FINANCIAL YEAR**  
**Month 10**

**BUDGET MANAGEMENT - NET VARIATIONS AGAINST THE APPROVED BUDGET:**

	Latest Estimate £'000	Projected Variations								Total (under) / overspend £'000	
		Staffing £'000	Premises £'000	Supplies & Services £'000	Transport £'000	Internal Charges £'000	External Providers £'000	Transfer Payments £'000	Total Expenditure £'000		Income £'000
Quarter 1	19,235	(98)	0	255	25	0	0	0	182	(183)	(1)
Month 4	19,432	(125)	2	34	30	(14)	0	0	(73)	68	(5)
Month 5	19,432	(253)	3	107	30	(14)	0	2	(125)	122	(3)
Month 6	19,432	(198)	3	108	30	(14)	0	2	(69)	66	(3)
Month 7	19,448	(259)	(1)	126	27	(14)	0	0	(121)	(406)	(527)
Month 8	19,448	(174)	1	(2)	27	186	0	(3,153)	(3,115)	2,356	(759)
Month 10	19,396	(34)	1	(2)	27	186	0	(2,960)	(2,782)	2,131	(651)

	Latest Estimate £'000	Projected Variations										Outturn £'000
		Quarter 1 £'000	Month 4 £'000	Month 5 £'000	Month 6 £'000	Month 7 £'000	Month 8 £'000	Month 10 £'000	Month 11 £'000	Month 12 £'000		
Communities	5,824	(1)	(4)	(2)	(2)	(3)	(43)	(43)				
Customer Access	11,342	0	(2)	(2)	(2)	(2)	209	349				
Elections, Licensing & Registration	630	0	1	1	1	2	165	165				
Benefits, Welfare and Poverty	1,600	0	0	0	0	(524)	(1,090)	(1,122)				
<b>Total</b>	<b>19,396</b>	<b>(1)</b>	<b>(5)</b>	<b>(3)</b>	<b>(3)</b>	<b>(527)</b>	<b>(759)</b>	<b>(651)</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>

## PUBLIC HEALTH FINANCIAL DASHBOARD - 2014/15 FINANCIAL YEAR Month 10

### Overall

2014/15 is the second year of the Public Health function being carried out by Leeds City Council. The first year allocation of government funding was £36.9m and at the end of 2013/14 there was an overall in year underspend of £947k of the ring fenced grant. This amount has been carried forward to 2014/15 in accordance with the grant conditions. Of this amount, £655k is being used to fund expenditure which was committed in 2013/14, but did not take place by the end of the year. Added to the 2014/15 allocation of £40.5m, the total amount available for the ring fenced Public Health function in 2014/15 is £41.49m. As with last year, funding is ring-fenced to Public Health activities and any underspend would be carried forward into the next year.

For 2014/15 the Supporting People Service, Staff and Drugs Commissioning budgets have transferred to the Public Health directorate.

The overall position now reflects an additional £750k allocated in year to support existing Council services. In addition it has been possible to identify underspends which it is proposed to carry forward to next year to assist with the general fund budget situation. The current projected underspend for 2014/15 is £-801k.

### Staffing

During October, a virement was completed to move budget from staffing to fund known increased in commissioned services. As a result, the projected staffing underspend is now £-109k, though a review of the posts is now needed to ensure the council can fulfil its Public Health responsibilities. This process has been delayed and the underspend is likely to increase further as the recruitment process is followed. In December an underspend of £-251k underspend is projected on staffing costs.

### Commissioned and Programmed Services

This is the main area of spend with a current budget of £36.4m. Public Health commissions and funds services directly and with other parts of the authority. Almost all the contracts are fixed price with payments made on a monthly or quarterly basis so there is minimal risk of over (or under) spend. However there are some contracts which are based on payment by activity. There are risks of under or over trading on these contracts and these are being monitored closely to minimise any impact on the budget. This includes:

- \* Sexual Health treatment and testing by Leeds Teaching Hospitals Trust and out of area testing for Leeds patients
- \* Pharmacy supervised consumption (methadone), nicotine replacement therapy (NRT) and enhanced sexual health services
- \* GP NHS Health check, smoking cessation and sexual health services
- \* Drug misuse prescribing, dispensing and diagnostic tests

The Public Health ring-fenced grant for 2014/15 is funding other council Public Health activity. In total, nearly £3m additional funding has been allocated across a range of Public Health services:- Care and Repair (£194k), Luncheon Clubs (£185k), Active Lifestyles services (£369k), Family Outreach workers/Children's centres (£777k), Leeds Directory (£132k), Leeds Irish Health and Homes (£33k), Black Health Agency Sexual Health skyline project (£289k), Neighbourhood Networks (£600k) and Residential Rehab (£150k).

Cost savings of £664k have been identified from Public Health in 14/15 which will be carried forward into 15/16 as part of the public health ring-fenced grant in order to fund other Council Public Health services (Neighbourhood Networks, Children's Centres) and to hold to cover any budget risks due to the Council taking on new responsibilities for more drugs programmes, this could include a new drug being considered to treat alcoholism which is more expensive than current drugs which are used. This funding has been allocated to earmarked reserves in order to fund these potential budget issues in 2015/16 and remove any risk to the overall Council budget.

In addition to the increase in grant allocation, there is £947k unused grant from 2013/14 brought forward for use in 2014/15. The majority of this has already been committed to specific projects where the tendering process has already taken place. A further £153k will be used to fund 2013/14 Sexual Health treatment and testing activity due to Leeds Teaching Hospitals Trust reporting incorrect data at year end (2013/14).

As part of the overall virement, budget has now been transferred to fund the Public Health contribution towards the corporate and democratic costs incurred by the Council. This has been partly offset by additional secondment income and a refund from St Martin's. At present, LCC is in discussion with the Department of Health regarding inherited balanced from the PCT which could result in a new unfunded burden. In order to ensure the Public Health ring-fenced grant can fund this new unfunded burden (should it be required) this budget at present has been reflected as committed.

### Supporting People

Staff - the service has seen 3 staff leave the section during the year and some others move into secondment roles - this has been offset in part by the filling of 2 other vacancies since the restructure of the team. The PO3 grades have been regraded to PO4 in an attempt to retain the team members and ensure consistency of service provision, knowledge and skills for the particular type of contract work - other Commissioning Teams in the Council are graded at PO4.

The staff are budgeted through the General Fund but there is a yearly service charge to PH of approx. £360k which is based on the percentage of time the team works on behalf of PH contracts. This may rise as further PH contracts are added to the portfolio. The Team also work on Supporting People Housing contracts (£10M) which still reside within Environment and Housing so their time is split accordingly.

The embargoed areas of spend have been adhered to and projected budget underspends have been calculated.

### Drugs Commissioning

Drugs Contracts - the drugs contracts are negotiated, procured and extended as required. The majority are paid quarterly in advance. All funding has been agreed and partially receipted - particularly the PCC income which is now guaranteed for this financial year and until the end of 2016. After that contracts, in line with that loss of funding, will either be stopped in year or re-negotiated or alternative sources of funding sought.

**PUBLIC HEALTH  
FINANCIAL DASHBOARD - 2014/15 FINANCIAL YEAR  
Month 10**

**BUDGET MANAGEMENT - NET VARIATIONS AGAINST THE APPROVED BUDGET**

	Latest Estimate £'000	Projected Variations										Total £'000
		Staffing £'000	Premises £'000	Supplies & Services £'000	Transport £'000	Internal Charges £'000	External Providers £'000	Transfer Payments £'000	Total Expenditure £'000	Income £'000	Appropriation £'000	
Quarter 1	490	(400)	0	0	0	0	230	0	(170)	0	170	0
Month 4	490	(462)	0	72	0	171	117	0	(102)	(68)	170	0
Month 5	490	(534)	0	76	0	172	318	0	32	(67)	35	0
Month 6	490	(798)	2	28	(2)	132	488	0	(150)	(109)	0	(259)
Month 7	490	(133)	3	(90)	(1)	0	35	0	(186)	(109)	107	(188)
Month 8	490	(283)	3	(144)	(14)	0	(291)	0	(729)	(99)	785	(43)
Month 10	490	(294)	3	(168)	0	8	(340)	0	(791)	(63)	801	(53)

	Latest Estimate £'000	Quarter 1	Month 4	Month 5	Month 6	Month 7	Month 8	Month 10	Month 11	Month 12	Outturn £'000
		£'000	£'000	£'000	£'000	£'000	£'000	£'000	£'000	£'000	
Public Health grant	(41,487)	0	0	0	0	0	0	0	0	0	
PH staffing and general running costs	5,086	(400)	(330)	(395)	(728)	(205)	(358)	(353)			
Commissioned and Programmed Services:											
General Public Health	539	200	0	0	(14)	0	(164)	(164)			
Health Protection & Population Healthcare	1,813	0	0	0	0	(35)	(55)	(66)			
Healthy Living and PH Intelligence	16,373	30	30	30	146	50	(85)	(95)			
Older People and Long Term Conditions	2,650	0	0	0	251	0	150	150			
Child and Maternal Health	5,637	0	2	2	2	(90)	(150)	(150)			
Mental Wellbeing	9,389	0	128	128	108	23	(123)	(123)			
Transfer to reserves	0	170	170	35	235	107	785	801			
Supporting People	558	0	1	0	(25)	(36)	(46)	(53)			
Drugs Commissioning	(68)	0	0	0	1	(2)	0	0			

**CIVIC ENTERPRISE LEEDS**  
**FINANCIAL DASHBOARD - 2014/15 FINANCIAL YEAR**  
**Month 10**

**Overall position**

The CEL budget includes savings and efficiencies amounting to £1.4m. The two specific pressures within Commercial Trading (amounting to £400k) that have been reported for several months are now almost completely offset by savings elsewhere within the group, mainly linked to the special budget measures implemented in October. The only new pressure now reflected in the overall position is the impact of the 2014-15 pay settlement which amounts to £113k.

**Business Support Centre**

£129k underspend on pay is now expected mainly as a result of several early leavers within the service.

**Facilities Management**

£48k underspend split £20k savings on agency staff following new guidelines for their use and £28k NNDR savings for St George's House - costs to be treated as part of Changing the Workplace.

**Commercial Services**

Following settlement of the 2014-15 pay award there is a new pay pressure of £155k in Cleaning (£105k) and Catering £50k. Offset by additional income £42k from HRA. Net effect £113k. Additionally there are the 2 previously reported budget pressures. Firstly the decision to decrease the price of a paid primary school meal from the budget assumption of £2.50 per KS2 meal to £2.30 on commercial grounds, results in a financial pressure for Catering of £250k.

Secondly, for Property Maintenance a budget assumption was that the service would deliver £2m turnover, generating £200k profit. It is now very unlikely that the necessary turnover will be achieved. An additional £100k pressure for Lift installation schemes. Service will no longer deliver this type of work due to the majority being sub-contracted. Reflects lost profit.

£20k staff savings in School Crossing Patrol due to not implementing a pay grading review. A further target of £90k staff savings from ELL's and Agency expenditure is reflected for the group.

**Corporate Property Management**

£250k savings on the £5m CPM Property Maintenance budget. Previously reflected within Commercial Services.

**BUDGET MANAGEMENT - NET VARIATIONS AGAINST THE APPROVED BUDGET:**

	Latest Estimate £'000	Projected Variations										Total (under) / overspend £'000	
		Staffing £'000	Premises £'000	Supplies & Services £'000	Transport £'000	Internal Charges £'000	External Providers £'000	Transfer Payments £'000	Appropriation £'000	Total Expenditure £'000	Income £'000		
Quarter 1	12,834	(185)	35	(30)	0	5	0	0	0	0	(175)	625	450
Month 4	12,834	(370)	8	(2,895)	9	1	0	0	0	0	(3,247)	3,649	402
Month 5	12,834	(451)	11	(2,886)	10	2	0	0	(9)	0	(3,323)	3,723	400
Month 6	12,834	(414)	(17)	(2,913)	2	2	0	0	(9)	0	(3,349)	3,749	400
Month 7	12,842	(413)	(192)	(3,130)	2	(3)	0	0	0	0	(3,736)	3,745	9
Month 8	13,040	(174)	(213)	(2,998)	16	(3)	0	0	0	0	(3,372)	3,497	125
Month 10	13,040	0	(215)	(3,180)	16	(3)	0	0	0	0	(3,382)	3,507	125

	Latest Estimate £'000	Quarter 2 £'000	Month 4 £'000	Month 5 £'000	Month 6 £'000	Month 7 £'000	Month 8 £'000	Month 10 £'000	Month 11 £'000	Month 12 £'000	Outturn £'000
Business Support Centre	4,054	0	0	(3)	(49)	(120)	(120)	(129)			
Commercial Services	(4,724)	450	401	402	449	179	293	552			
Facilities Management	7,462	0	1	1	0	(50)	(48)	(48)			
Corporate Property Management	6,248	0	0	0	0	0	0	(250)			
<b>Total</b>	<b>13,040</b>	<b>450</b>	<b>402</b>	<b>400</b>	<b>400</b>	<b>22<sup>9</sup></b>	<b>125</b>	<b>125</b>	<b>0</b>	<b>0</b>	<b>0</b>