

Report of the Deputy Chief Executive

Report to Executive Board

Date: 15th July 2015

Subject: Financial Health Monitoring 2015/16 – Quarter 1

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 the Executive Board of the financial health of the authority in respect of the revenue budget, and the Housing Revenue Account.
2. The financial year 2015/16 is the second year covered by the 2013 Spending Review and again presents significant financial challenges to the Council. The Council to date has managed to achieve considerable savings in the order of £250m over the past 4 years and the budget for 2015/16 requires the Council to deliver further significant savings. It is also now clear that the Government's deficit reduction plans will extend through to 2019/20, with the announced reductions in public expenditure meaning that further savings will be required.
3. This is the second budget monitoring report of the year, and Executive Board will recall that the 2015/16 general fund revenue budget provides for a variety of actions to reduce spending by £45m. It is clear that action is taking place across all areas of the Council and also that significant savings are being delivered in line with the budget. However, at the end of the 1st quarter the forecast is for an overall overspend of £3.9m.
4. At the end of the quarter the HRA is projecting a surplus of £0.74m.

Recommendations

5. Members of the Executive Board are asked to note the projected financial position of the Authority for 2015/16.

1. Purpose of this report

- 1.1 This report sets out for the Executive Board the Council's projected financial health position for 2015/16 as at the 1st quarter.
- 1.2 Budget Monitoring is a continuous process throughout the year, and this report reviews the position of the budget after the first quarter of the year and comments on the key issues impacting on the overall achievement of the budget for the current year.

2. Background information

- 2.1 Executive Board will recall that the net budget for the general fund was set at £523.78m, supported by the use of £1.4m of general fund reserves.
- 2.2 The balance of general reserves at April 2015 was £22.3m and when taking into account the budgeted use of £1.4m in 2015/16 will leave an anticipated balance at March 2016 of £20.9m.
- 2.3 Financial monitoring is undertaken on a risk-based approach where financial management resources are prioritised to support those areas of the budget that are judged to be at risk, for example the implementation of budget action plans, those budgets which are subject to fluctuating demand, key income budgets, etc. To reinforce this risk-based approach, specific project management based support and reporting around the achievement of the key budget actions plans is in place from 2015/16.

3. Main Issues

- 3.1 After the first quarter of the financial year an overspend of £3.9m is projected as shown in Table 1 below.

Summary Position - Financial Year 2015/16

Reporting Period - Quarter 1

Directorate	Director	(Under) / Over Spend for the current period				Previous Month (Under) / Over Spend
		Staffing	Total Expenditure	Income	Total Under /Overspend	
		£000	£000	£000	£000	£000
Adult Social Care	Cath Roff	(764)	191	249	441	381
Children's Services	Nigel Richardson	500	6,223	(2,634)	3,589	3,350
City Development	Martin Farrington	(224)	(200)	188	(12)	(10)
Environment & Housing	Neil Evans	(573)	(607)	377	(230)	0
Strategy & Resources	Alan Gay	1,787	1,502	(1,502)	0	0
Citizens & Communities	James Rogers	60	60	(60)	0	0
Public Health	Dr Ian Cameron	(100)	0	0	0	0
Civic Enterprise Leeds	Julie Meakin	9	65	(65)	0	0
Strategic & Central	Alan Gay	0	610	(500)	110	20
Total Current Month		695	7,844	(3,947)	3,898	3,741

3.2 The major variations are outlined below.

- 3.2.1 Adult Social Care are forecasting a marginal overspend of £0.4m against the £194m net managed budget. There are some risks associated with this projection, around activity levels within the community care budget and also progress over the coming months in delivering key budget action plans. In addition, there may be some additional spending requirements arising from the £5.9m health funding that are currently being evaluated. There has been some slippage, and some potential non-achievement of planned savings has been identified on the most challenging budget action plans. A £1m anticipated shortfall relates to funding for community intermediate care beds from health which is now unlikely, however contingency plans are being developed and the projection assumes that these will offset the anticipated shortfall. The current forecast also recognises shortfalls of £1m in the budgeted saving from reviewing grants and contracts with third sector providers, £0.5m relating to high cost care package and mental health cases reviews, £0.2m on transport and £0.2m due to slippage on the charging review. These combined pressures are largely offset by anticipated underspends on the staffing budgets and also independent sector domiciliary care. Further details are outlined in the Directorate dashboard at appendix 1.
- 3.2.2 Children's Services – overall the Directorate is forecasting a bottom-line overspend of £3.59m against the £121m net managed budget. This projection recognises the significant pressures on the demand-led budgets supporting children in care and the challenges presented by the numbers of children in care and the mix of placement provision. Significant work is continuing as part of the strategic obsession to reduce the need for children to be in care. The 2015/16 budget includes some £9.5m of budget action plan savings around service transformation including £3m reductions in the Youth Offer, £2.2m of savings in Early Help Services and a further £3.2m of savings from service re-design/ reconfiguration. Consultation continues with partners in respect of the potential for joint funding around the deployment of multi-agency teams and Children's Centre services and, overall, these transformational elements are forecast to be in line with the budget.
- 3.2.3 As part of his pre-budget speech on the 4th June 2015 the Chancellor announced a potential reduction of £200m nationally to the ring-fenced Public Health grant funding. If this reduction is applied in proportion to the current level of grant to local authorities the effect for Leeds would be a potential £2.9m (7.2%) in-year reduction to the £40.5m grant. This would clearly have a significant impact on the predominantly commissioned public health services across the City.
- 3.2.4 Overall, the strategic & central budgets are forecast to overspend by £0.1m, although there are a number of variations within this figure.
- i) The Business Rates Retention Scheme came into effect in April 2013 and significantly changed the system of financing local government. In terms of business rates income, whilst there has been some growth this has been offset by the impact of successful valuation appeals and other reductions to the rating list, either through closure, Valuation Office reviews or other appeals against the rating list. Whilst the impact of variations in business rates income are managed through the collection fund, and will therefore impact in future years,

the impact in 2015/16 is for a reduction of £0.83m in the levy payment to the business rates pool.

- ii) An additional £1.3m of savings to the revenue budget are anticipated in 2015/16 through the additional capitalisation of eligible general expenditure (£0.3m) and eligible spend in schools budgets (£1m).
- iii) The 2015/16 budget included a £1.2m action plan in respect of reviewing and reducing Directorate spend outside of council contracts. Work is on-going however it is anticipated that £0.55m of the savings will slip in future financial years. In addition, the forecast on the strategic budget recognises that £0.5m of the £1m corporate procurement target will be achieved through Directorate budgets.
- iv) New Homes Bonus is a funding mechanism rewarding councils that increase the number of occupied homes within their areas. The reward effectively doubles the amount of Council Tax for every new home built or empty home brought back into use, and is payable for six years. The 2015/16 budget assumes some £18.5m in respect of New Homes Bonus. At the 1st quarter the forecast recognises an anticipated shortfall of £0.8m although there is potential for the position to improve over the coming months.

3.2.5 Additional information across the range of budget action plans and areas of variation can be found in the financial dashboards at appendix 1.

3.3 Other Financial Performance

3.3.1 Council Tax

The current Council Tax in-year collection rate stands at 19.34% which is marginally ahead of both the performance in 2013/14 and 2014/15. The year-end forecast is to achieve the 95.7% target collection rate, collecting some £294m of income.

3.3.2 Business Rates

The current Business Rates collection rate stands at 22.38% which is marginally (0.2%) below the performance at this point in 2014/15. The year-end forecast is to achieve the 97.7% target collection rate, collecting some £382m of business rate income.

3.3.3 Prompt payment of Creditors

The current performance for the prompt payment of invoices processed within 30 days is 92.44% against the target of 92%

4. Housing Revenue Account (HRA)

4.1 At the end of Quarter 1 the Housing Revenue Account is projecting a net surplus of £0.74m against the 2015/16 budget.

4.2 Income is projected to be £106k more than budget which is due to income now being projected from equity share properties and the final charge for DRM/Corporate Management being less than the budget due to reductions in staffing in central functions.

- 4.3 Savings of £0.5m are forecast in relation to employees which are primarily due to vacant posts.
- 4.4 In addition, savings of £184k are projected in relation to internal charges. This is mainly due to savings in the charges from Anti-Social Behaviour and Occupational Therapists which have arisen due to vacancies within those services. Other variations to budget include accommodation costs of £58k which are offset by savings of £42k generated due to HRA contributions for equal pay payments to HRA staff during 2013/14 being fully funded in 2014/15.

5. 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 2015/16 was subject to Equality Impact Assessments where appropriate and these can be seen in the papers to Council on 25th February 2015.

5.3 Council Policies and Best Council Plan

- 5.3.1 The 2015/16 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.

5.6 Risk Management

- 5.6.1 Financial monitoring is undertaken on a risk-based approach where financial management resources are prioritised to support those areas of the budget that are judged to be at risk, for example the implementation of budget action plans, those budgets which are subject to fluctuating demand and key income budgets. To reinforce this risk-based approach, specific project management based support and reporting around the achievement of the key budget actions plans is in place from 2015/16.

6. Recommendations

- 6.1 Members of the Executive Board are asked to note the projected financial position of the Authority for 2015/16.

7. Background documents¹

7.1 None

¹ 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.

ADULT SOCIAL CARE 2015/16 BUDGET

FINANCIAL DASHBOARD - 2015/16 FINANCIAL YEAR

Quarter 1 (April to June)

Overall narrative

The Directorate is currently projecting an overspend of £0.4m, which is 0.2% of the net managed budget. There are some risks associated with this projection, mainly relating to the activity levels within the community care budget and progress over the coming months in delivering key budget action plans. In addition, there may be some additional spending requirements arising from the £5.9m health funding that are currently being evaluated. Some slippage and likely non-achievement of planned savings has been identified on two of the most challenging budget action plans. £1m relates to revenue funding for community intermediate care beds from health which is now unlikely, but contingency plans are being developed and the projection assumes that these will offset the shortfall. The current projection is for shortfalls of £1m in the budgeted saving from reviewing grants and contracts with third sector providers, £0.5m relating to high cost care package and mental health cases reviews, £0.2m on transport and £0.2m due to slippage on the charging review. These pressures are largely offset by projected underspends on staffing and independent sector domiciliary care, further details of which are outlined below.

The main variations at Quarter 1 across the key expenditure types are as follows:

Staffing (-0.8m – 1.1%)

Within older people's residential care staffing savings of £0.4m reflect the closure of Primrose Hill earlier than was anticipated when the 2015/16 budget was set. Savings of £0.4m are projected in commissioning services, resources and strategy and care reform services due to staff turnover.

Transport (+0.2m – 3.9%)

Some savings have been identified through the review work that is underway, but the budgeted savings have not yet been identified in full.

Grants and contracts (+1.0m – 7.3%)

Savings of £2m have been budgeted from third sector spend through a combination of reviewing contracts and the small number of grants, and reviewing the scope for some modest charges to be introduced by these organisations. Through a review of these areas savings of £1m have been identified without impacting on the delivery of services by the third sector. Work is continuing to assess the scope for any further savings.

Community care packages (-£0.4m – 0.2%)

There are some forecast pressures on residential and nursing placements arising from the projected shortfall in delivering budget action plans to review high cost packages and mental health cases. These are offset by forecast savings on domiciliary care as the increased hours commissioned each week have reduced in recent months and are currently below the level assumed in the 2015/16 budget. The domiciliary care projection assumes that the budgeted savings through reviewing care package costs are delivered in full and this is currently subject to a more detailed review.

Income (+£0.2m – 0.3%)

There is a small income shortfall due to the closure of Primrose Hill residential home earlier than was expected. There is also some likely slippage on the charging review budget action plans but this is expected to be offset by overall client contributions being higher than budgeted.

Budget Management - net variations against the approved budget

	PROJECTED VARIANCES														Total (under) / overspend
	Expenditure Budget	Income Budget	Latest Estimate	Staffing	Premises	Supplies & Services	Transport	Internal Charges	External Providers	Transfer Payments	Capital	Appropriation	Total Expenditure	Income	
	£'000	£'000	£'000	£'000	£'000	£'000	£'000	£'000	£'000	£'000	£'000	£'000	£'000	£'000	£'000
Health Partnerships	423	(363)	60	(1)	0	0	0	0	0	0	0	0	(1)	(50)	(51)
Access and Care Delivery	236,262	(43,730)	192,533	(385)	0	65	37	200	(347)	44	0	0	(386)	59	(327)
Care Reform	1,543	(72)	1,471	(71)	0	0	0	0	0	0	0	0	(71)	(20)	(91)
Strategic Commissioning	23,632	(29,564)	(5,932)	(181)	0	0	0	106	805	0	0	0	730	160	890
Resources and Strategy	7,340	(1,282)	6,058	(127)	0	45	0	0	0	0	0	0	(82)	100	18
Total	269,201	(75,011)	194,190	(764)	0	110	37	306	458	44	0	0	191	249	441

ADULT SOCIAL CARE 2015/16 BUDGET

FINANCIAL DASHBOARD - 2015/16 FINANCIAL YEAR

Quarter 1 (April to June)

Key Budget Action Plans and Budget Variations:				Action Plan Value	RAG	Forecast Variation against Plan/Budget
	Lead Officer	Additional Comments		£m		£m
A. Key Budget Action Plans						
1.	Reablement service	L Ward	Targets set for increased referrals that will reduce the demand for community care services	0.3	G	0.0
2.	Impact of telecare	L Ward	Targets for increased telecare installations to reduce the demand for community care services	0.5	G	0.0
3.	Review of high cost mental health care packages	M Naismith	Clear strategy for achieving savings including targeting of high cost providers, but delivery not yet fully evidenced	0.2	R	0.1
4.	Review of high cost physical disability care packages	J Bootle / M Naismith	Targeting high cost providers. Review capacity required.	0.2	R	0.1
5.	Review of mental health cases (CHC and Section 117)	M Naismith	Target saving considered difficult to achieve, but work ongoing to identify all the actions that can be taken.	0.3	R	0.3
6.	Reduce growth in learning disability pooled budget	J Wright / M Naismith	Actions include reviewing care packages and reviewing the local authority that has responsibility for cases in the light of the Care Act. Monitoring of savings arising from these actions is quite difficult.	1.2	G	0.0
7.	Reducing care costs through innovation	J Bootle	Work to deliver underway, including reviews of packages, better use of technology and staff training. Monitoring of savings arising from these actions is quite difficult.	2.0	G	0.0
8.	Transfer of home care packages to independent sector	D Ramskill	Plans in place to deliver through staff turnover and ELI	0.9	G	0.0
9.	Home care Better Care Fund scheme	S Hume	Business case being developed to calculate/evidence contribution from Health. Report then to be produced to enable detailed negotiations with Health	3.0	G	0.0
10.	Health Funding	S Hume	Funding received and the need for additional spend is being assessed.	5.9	G	0.0
11.	Community Intermediate Care beds	S Hume	Original plan for revenue payment from Health re LCC capital to build new units now unlikely to be achieved. Contingency actions being developed.	1.0	R	1.0
12.	Transport	J Suddick	Ongoing review work has identified some savings	0.4	A	0.2
13.	Review of contract/grant arrangements including Supporting People	M Ward	£1m of savings identified with good delivery plans associated with them	2.0	A	1.0
14.	Charging and Income Collection	A Hill	Dependent on the outcome of customer consultation over the summer. Some slippage in the timetable but contingency savings identified.	0.9	A	0.2
B. Other Significant Variations						
1.	Staffing	Various	Savings relate to care management and business support due to delays in recruitment and the closure of Primrose Hill residential home earlier than budgeted			(0.8)
2.	Domiciliary Care	J Bootle	Additional hours commissioned each week are lower than budgeted			(0.6)
3.	Community Intermediate Care beds - contingency actions	S Hume	Options being explored to address the likely non-achievement of the CIC bed plan, namely a reprioritisation of existing funding plans, and slippage on integration schemes			(1.0)
4.	Net effect of other minor variations	Various				(0.1)
Adult Social Care Directorate - Forecast Variation						0.4

CHILDREN'S SERVICES FINANCIAL DASHBOARD

Quarter 1 (April to June 2015)

Children's Services Directorate has an overall net managed budget (NMB) for 2015/16 of £120.73m.

Overall - at this early stage of the financial year the Directorate is highlighting an overall potential year end overspend of circa **£3.59m** which equates to 3.0% of the Directorates NMB.

CLA Obsession - the overall number of CLA is **1265**. Placement mix is still an issue with reductions in cheaper or no cost placements such as Kinship Care, children placed for Adoption and with Parents but increases in IFA placements and in-house fostering placements. External residential placements have reduced by **6** since Period 2 (**54** to **48**) giving a favourable movement of (**£256k**) however, conversely IFA placements have increased by **7** in the period (**253** to **260**) giving an adverse movement of **£605k**. Overall forecast pressure for CLA of circa **£3.30m**

Service Transformation - the 15/16 budget includes circa **£9.50m** of transformational savings including £3.05m reductions in the Youth Service, £2.16m of savings to Early Help Services and £3.15m of savings from service re-design/ reconfiguration. Overall, these transformational elements of the programme are forecast to deliver to budget. Consultation continues with partners re the potential for joint funding around the deployment of multi-agency teams and Children's Centre services.

Transport - the 15/16 strategy includes **£0.83m** of anticipated savings around demand management. At this stage circa £0.25m is anticipated to be at risk as demand around SEN transport remains a concern.

Partnerships/Trading - At this stage, the action plans around rationalising/trading the learning improvement service to schools (**£1.0m**) are projected to be delivered in full.

Budget Management - net variations against the approved budget

				PROJECTED VARIANCES											Total (under) / overspend
	Expenditure Budget	Income Budget	Latest Estimate	Staffing	Premises	Supplies & Services	Transport	Internal Charges	External Providers	Transfer Payments	Capital	Appropriation	Total Expenditure	Income	
	£'000	£'000	£'000	£'000	£'000	£'000	£'000	£'000	£'000	£'000	£'000	£'000	£'000	£'000	£'000
Partnership, Development & Business Support	19,605	(2,555)	17,050	500	0	0	0	250	0	0	0	0	750	0	750
Learning, Skills & Universal Services	128,450	(115,226)	13,224	0	(44)	554	49	199	749	0	0	0	1,507	(1,907)	(400)
Safeguarding, Targeted & Specialist Services	127,106	(33,565)	93,541	0	0	0	0	0	3,643	323	0	0	3,966	(727)	3,239
Strategy, Performance & Commissioning	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Central Overheads	9,857	(12,938)	(3,081)	0	0	0	0	0	0	0	0	0	0	0	0
Total	285,018	(164,284)	120,734	500	(44)	554	49	449	4,392	323	0	0	6,223	(2,634)	3,589

CHILDREN'S SERVICES FINANCIAL DASHBOARD

Quarter 1 (April to June 2015)

Key Budget Action Plans and Budget Variations:						
		Lead Officer	Additional Comments	Action Plan Value	RAG	Forecast Variation
A. Key Budget Action plans (BAP's)				£m		£m
1.	Children Looked After (CLA) Placements - reducing the need for children to be in care	Steve Walker	At 31/3/15 the active cohort of CLA stood at 1, 270, down 70 from the position at 31/3/14 (1,340) but 40 greater than assumed within the budget. The CLA cohort stands at 1,265 - main issue continues to be dependency on external residential placements (48) and Independent Fostering Agency placements (260)	7.00	R	3.30
2	Service Transformation/Reconfiguration	Steve Walker	£3.15m savings from service re-design & Early Leavers Initiative (£2.15m) and exploration of joint/co-funding from key partners (£1.00m) to support devolvment of preventative/targeted services to localities. Consultation on-going with partners ELI driving staffing savings through post deletions and service reconfiguration	3.15	R	0.00
3	Reduction/reconfiguration of Youth Services (recommissioning of targeted Information & Advice contract and In-house Youth Services)	Andrea Richardson	£3.05m savings from re-commissioning of the Targeted Information & Advice Contract (£1.35m) and reducing in-house provided Youth Services (£1.70m). Ongoing consultation with partners re potential for joint funding	3.05	A	0.00
4	Reconfiguration of Children's Centres (including Family Support & Parenting Team & Early Help Commissioned Services)	Andrea Richardson	Slippage in plans to re-configure Children's Centres and associated services, on-going consultation with partners re potential for joint funding	2.16	R	0.00
5	Learning Improvement - reconfiguration and/or further trading	Paul Brennan	New "Leeds for Learning" web-site implemented enabling schools to enrol/subscribe for services on-line and services to track demand and inform marketing strategy. Services aiming to deliver through combination of vacancy management and increased trading - no slippage anticipated at this stage.	1.00	G	0.00
6	Transport -savings through reducing demand (Independent Travel Training) and general efficiency savings	Sue Rumbold	Team continue to actively work on Independent Travel Training element of savings (circa £330k) - potential pressure around other 'general' transport savings and demographic pressures re SEN related transport	0.83	A	0.25
7	Seconded Heads	Paul Brennan	Original plans put on hold pending the outcome of on-going consultation with partners	0.25	A	0.25
B. OTHER SIGNIFICANT VARIATIONS						
8	Vine Income	Paul Brennan	Indications are that favourable outturn variation in Vine income for 14/15 will re-materialise in 2015/16	0.00	A	(0.21)
				Children's Services Directorate - Forecast Variation		
				3.59		

CITY DEVELOPMENT 2015/16 BUDGET

Quarter 1 (April to June)

Overall - The Quarter 1 forecast variation for City Development is that the Directorate will spend within the £53.9m net managed budget. No significant variations are projected and all services are currently projected to spend within budget. Most of the saving proposals are expected to be delivered. Staffing - An underspend of £225k is projected. The budgeted reduction in FTEs has been achieved following over 100 staff leaving the Directorate through the Early Leaver Initiative scheme in the final quarter of 2014/15. Vacancies will continue to be closely managed during the year. Income - the forecast position is an underachievement of £188k although it is still early in the financial year to be able to really assess trends.

Planning and Sustainable Development - Planning and Sustainable Development is forecast to spend within budget. Staffing is currently expected to slightly overspend against the budget as the vacancy factor is not quite achieved. The service is still experiencing high volumes of planning applications and a number of posts are currently being recruited to. Income at Quarter 1 is in line with the budget and is forecast to be in line with the budget for the year.

Economic Development - Economic Development is forecast to spend within budget. Staffing is forecast to overspend by £55k offset by additional spend on premises related expenditure and projected additional income of £63k. The main risk area is income and spend at Kirkgate Market where income could fall short of the budgeted assumptions.

Asset Management and Regeneration - Asset management is forecast to spend within budget. Staffing is projected to underspend by £255k as a result of a number of vacant post. A shortfall in income of £252k is forecast, mainly due to longer lead in times for a number of new income sources including new commercial property acquisitions and advertising income.

Highways and Transportation - Highways and Transportation is forecast to spend within budget with an underspend on staffing offset by reduced income and additional spend on contractors.
Employment and Skills - No major variations are projected.

Libraries, Arts and Heritage - The service is projected to overspend by £10k. An overspend on expenditure as a result of some budget actions unlikely to progress as intended will be largely offset by additional income.

Sport and Active Recreation - The service is expected to spend within budget with a shortfall in income of £265k expected to be offset by expenditure savings.

Resources and Strategy - The service is projected to have a small underspend. A Directorate staff saving target of £300k is currently included in the Resources and Strategy budget together with saving targets for the Better Business Management work stream. These saving targets will be allocated to individual services during the year and overall further savings in staffing are expected across the Directorate but is currently shown as an additional underspend in Resources and Strategy.

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	Capital	Appropriation	Total Expenditure	Income	
	£'000	£'000	£'000	£'000	£'000	£'000	£'000	£'000	£'000	£'000	£'000	£'000	£'000	£'000	
Planning & Sustainable Development	9,015	(5,476)	3,539	30		(30)							0	0	0
Economic Development	5,067	(3,992)	1,075	55	7	(2)		3					63	(63)	0
Asset Management & Regeneration	12,021	(10,718)	1,303	(255)		3							(252)	252	0
Highways and Transportation	56,496	(35,974)	20,522	(119)		174	42	(3)					94	(106)	(12)
Employment & Skills	5,079	(3,015)	2,064	0	0	0	0	0	0	0	0	0	0	0	0
Libraries, Arts & Heritage	25,019	(7,705)	17,314	15	3	150	2						170	(160)	10
Sport & Active Recreation	24,564	(18,315)	6,249	60	(232)	(132)	(6)	45					(265)	265	0
Resources & Strategy	1,947	(108)	1,839	(10)		0							(10)		(10)
Total	139,208	(85,303)	53,905	(224)	(222)	163	38	45	0	0	0	0	(200)	188	(12)

CITY DEVELOPMENT 2015/16 BUDGET

Quarter 1 (April to June)

<u>Key Budget Action Plans and Budget Variations:</u>					Action Plan Value	RAG	Forecast Variation against Plan/Budget
					£'000		£'000
A. Budget Action Plans							
		Lead Officer	Additional Comments				
1.	Efficient and enterprising Council - Reduction in asset running costs	Ben Middleton	Mostly savings on Merrion rent and on schedule to be delivered		560	G	0
2.	Dimming/switching off street lights	Gary Bartlett	A further report on delivery options being produced for discussion with the Executive Member in June/July. A possibility that an Executive Board report may be required. Proposals may need to include invest to save initiative.		300	A	0
3.	Staff savings through ELIs and vacancies	Ed Mylan	ELI reductions managed across directorate. Business cases agreed. FTE reductions achieved following a number of ELI leavers at the end of March.		680	G	0
4.	Joint working with WYCA and City Region efficiencies	Tom Bridges	Leeds and Partners now wound up and new arrangements put in place which will deliver the budgeted savings. Need to ensure that the budgeted £250k contribution from L&P reserves is received.		950	G	0
5.	New income in Asset Management including increased income from advertising from 2 new advertising towers, new commercial property acquisitions and income from establishing a temporary car park on the LIP site	Chris Gomersall/Ben Middleton	JC Decaux expected to submit planning app in early May. Determination period a min of 8 weeks, construction 4-6 mths. Earliest 'go live' date estimated end Oct. Max potential income 15/16 is £113k therefore £157k shortfall. Harper St car park purchased and an additional acquisition being progressed. LIP car park expected to receive planning consent in June and open in July 2015.		700	R	300
6.	Increased income Planning and Building Control	Tim Hill	Pre-application planning charges have been implemented and there is an increased income target for building control. Additional income is also assumed from from the Community Infrastructure Levy to fund administration costs.		300	G	0
7.	Other additional income from fees and charges/VAT exemption and changes in volumes	Various CO's	Proposed price increases have been implemented. Some risks in terms of the increases in volumes but this will be monitored during the year.		810	A	0
8.	Arts grant reduction - new funding arrangements	Cluny MacPherson	New grant allocations will deliver the savings. DDN published 25 March and implemented 1st April		500	G	0
9.	Other Culture savings. Including savings on the events budget, Breeze and CAT proposals for Pudsey Civic Hall and Yeadon Tarn Sailing Centre and other running cost savings	Cluny MacPherson	Most saving proposals being implemented. The CAT proposals are unlikely to be progressed so alternative savings may have to be brought forward in the service.		820	A	140
10.	Savings in Sport and Active Recreation including reduction in operating hours and realignment of sports development unit	Cluny MacPherson	Detailed proposals being worked up. Any changes will require consultation therefore implementation not possible by 1 April this could impact on savings target		200	A	0
11.	Reduction in highways maintenance budgets	Gary Bartlett	Budget reduced		360	G	0
B. Other Significant Variations							
1.	Other Staff savings	Ed Mylan					(225)
2.	Other expenditure savings	Ed Mylan					(115)
3.	Other Income	Ed Mylan					(112)
					City Development Directorate - Forecast Variation		
					(12)		

FINANCIAL DASHBOARD - 2015/16 FINANCIAL YEAR QUARTER 1

£171k staffing underspend on Leeds Watch due to the on-going restructure implementation. £95k of other staffing underspends arising due to vacant posts within LASBT and Signpost are largely offset by the related income reduction from the HRA.

An income pressure of £42k is expected on golf/sport in 2015/16. Other pressures of are expected on Bereavement Services (£30k), Bonfires (£30k) and Nursery activities (£50k). A projected income surplus of £183k is projected for Cafe/Retail sites including Tropical World.

PM Leads is currently projecting a balanced budget position. There remain key risks on the account around turnover and in particular around the following trades:- lift installation schemes and Aids & Adaptations Work. These risks have been discussed with the relevant Head of Service and identified on their risk register.

Car parking (balance)
 Current attendant posts are projected to save £126k. However, these savings are offset by a reduction in the forecast overall level of parking income. Whilst fee income remains strong and forecast to be above the budget (£140k higher), there has been a reduction in the number of PCNs issued. PCN income is now forecast to be £264k below the budget. Forecasts of BLE income remain broadly in line with expectations.

£237k of staffing underpends due to vacant posts are partially offset by £128k of related income pressures from the HRA and the £55k target for 'Intelligence' efficiencies. A £191k pressure is expected against the Foundation Adult Offenders contracts savings target for 15/16 and expenditure on Domestic Violence is projected to be £34k over budget. The EU Options grant claim has now been settled, giving a £40k benefit in 15/16 and other contract savings totalling £131k have been identified.

Staffing costs are forecast to be £40k over budget (0.3%) and vehicle hire costs are forecast +£31k due to a slight delay in some of the new fleet arriving (in service now); These costs pressures are offset by a saving of £76k on vehicle insurance costs being lower following a corporate review of the required level of insurance provision.

No variation is currently forecast. The service are on schedule to achieve the budgeted saving of £250k

An estimated £128k of programme management costs from the PPPU will be required to help the service deliver key waste projects this year. However, savings of £70k on PFI advisor costs, staffing savings of £55k and £3k income will be able to fund this pressure.

The service is progressing with the implementation of the restructure. No variation is currently forecast.

Projected Variations													Total (under / overspend) £'000
Latest Estimate £'000	Staffing £'000	Premises £'000	Supplies & Services £'000	Transport £'000	Internal Charges £'000	External Providers £'000	Transfer Payments £'000	Capital £'000	Appropriation £'000	Total Expenditure £'000	Income £'000		
61,432	0	0	0	0	0	0	0	0	0	0	0	0	
61,432	(573)	(27)	(142)	(70)	95	110	0	0	0	(607)	377	(230)	
	(573)	(27)	(142)	(70)	95	110	0	0	0	(607)	377	(230)	

[illegible]

ENVIRONMENT & HOUSING DIRECTORATE SUMMARY

FINANCIAL DASHBOARD - 2015/16 FINANCIAL YEAR QUARTER 1

Key Budget Action Plans and Budget Variations:

		Lead Officer	Additional Comments	Action Plan Value £m	RAG	Forecast Variation against Plan/Budget £m
A. Key Budget Action Plans						
1.	Dealing Effectively with the City's waste	Susan Upton	AWC4 roll out complete; PFI grant of £1.9m (Nov) is on target & new contracts for disposal now in place; Temp contracts in 14/15 all ended.	1.6	G	0.0
2.	HWSS Strategic Review and Permit scheme	Susan Upton	Permit scheme implemented in April 15; Strategic review underway; Report expected July.	0.3	A	0.0
3.	Parks and Countryside additional income	Sean Flesher	New charges implemented and working with taxation team to support VAT exemptions	0.4	G	0.0
4.	Integration of Property Maintenance and Construction Services	Simon Costigan	Review of rates to be charged in progress;	1.4	G	0.0
5.	Woodhouse Lane Car Park	Helen Freeman	Price rise implemented Jan 15. Income on line as at end of May	0.3	G	0.0
6.	WYP & CC grant use	Sam Millar	£743k funding secured; £57k from ASBU; £60k costs won't be incurred; £143k to find	1.0	G	0.0
7.	Savings in Housing related support programme	Neil Evans	Half of savings from Foundation Housing who have been made aware contract will reduce; Other contracts to be reviewed / renegotiated	0.8	G	0.0
8.	Directorate wide staffing reductions	Neil Evans	Only £155k remains to be identified but given current level of vacant posts, this will be achieved	1.5	G	0.0
9.	Contract / Procurement Savings / Line by Line		Savings from insurance, fuel, pest control contracts;	1.0	G	0.0
10.	All Other action plan items			0.0	G	0.0
Sub Total				8.3		0.0
B. Other Significant Variations						
1.	Waste Disposal Costs	Susan Upton	Net budget £16.8m for 324.8k tonnes of waste;			0.0
2.	Refuse Collection staffing costs	Susan Upton	£12m pay budget in service; Continue to monitor weekly numbers			0.0
3.	Refuse Collection vehicle costs	Susan Upton	Repairs budget has been under pressure for a few years; additional provision made + 17 new vehicles and reduction in landfill; Fuel costs £1.5m			(0.0)
4.	Car Parking Fee Income BLE / PCN income	Helen Freeman	BLE £1.4m in total . Phase 3 to start mid year. PCN's £2.4m			0.3
5.	Car Parking Fee Income Fee Income	Helen Freeman	£7.6m budget. Qtr 1 - On street income approx. £0.1m above budget			(0.1)
6	Car Parking Staffing	Helen Freeman	Vacant posts in service			(0.1)
6	Environmental Action staffing	Helen Freeman	New structure being implemented - no variation to report			0.0
7	Parks & Countryside - Tropical World income	Sean Flesher	Income rec'd in April/May above budgeted level - trend to be monitored throughout the year			(0.1)
8	Parks & Countryside - Bereavement Services	Sean Flesher	£385k pressure in 14/15 - trend to be monitored throughout the year			0.0
9	Property Maintenance	Simon Costigan				0.0
10	Community Safety - CCTV/Security restructure	Sam Millar	Restructure proposals now agreed and implementation commenced			(0.1)
11	Strategic Housing Partnerships	John Statham	Staffing efficiencies to be delivered through holding posts vacant and grant fallout managed			0.0
12	Strategic Housing Support	Liz Cook	Staffing efficiencies to be delivered through holding posts vacant and grant fallout managed			0.0
Sub Total						(0.2)
Environment & Housing - Forecast Variation						(0.2)

STRATEGY AND RESOURCES

FINANCIAL DASHBOARD - 2015/16 FINANCIAL YEAR

Quarter 1 (April to June)

Overall

In respect of the savings associated with the Council's commitment to reduce the cost of support services by 30% over a 4 year period, plans are progressing well to achieve the savings in 2015/16. Use of the early leavers initiative together with non-filling of leavers and exploitation of income opportunities means that services should be able to realise the savings required by year end.

Strategy and Improvement

Savings targets are expected to be achieved and no other issues have yet been identified. Following a Corporate Leadership Team decision to transfer Intelligent Council staff back to their original directorates, a budget adjustment is imminent.

Finance

Savings targets are expected to be achieved and no other issues have yet been identified.

Human Resources

Savings targets are expected to be achieved and no other issues have yet been identified.

Information Technology

Savings targets are expected to be achieved and the only issue identified to date is an overspend of £50k on ICT4Leeds due to insufficient sign up from schools and academies. At present the projections assume that this overspend will be covered by other compensating savings. Project work in ICT is currently requiring significant use of specialist contractors who are providing technical skills working on critical projects that will bring significant long term benefits to the council. 46 staff are currently employed and the impact is that pay costs are now projected to be £1,993k over budget. This cost is then charged (shown as income) on to the relevant project budgets (mostly capital/external funded).

Projects, Programmes and Procurement Unit

Currently an underspend on project staff is matched by a corresponding shortfall in income. PPPU are leading on the plan to achieve £860k savings from a review of PFI contract management and work is progressing to deliver the target. It is anticipated that a proportion of the saving will be realised in general fund services, but a significant saving is expected within HRA and Schools, where a charge can be made by the PPPU for the work on contract review. In respect of the £1.2m reflected in the budget for non-contract spend savings (allocated across directorates) scoping work done by Finance and PPPU suggests that the level of non-contract spend is significantly less than indicated by the initial baseline data. Work continues being led by the Category Managers from PPPU and will also seek to identify other procurement related savings which can contribute to the budgeted savings.

Legal Services

Savings targets are expected to be achieved and no other issues have yet been identified.

Democratic Services

Savings targets are expected to be achieved and no other issues have yet been identified.

Budget Management - net variations against the approved budget

	PROJECTED VARIANCES														Total (under) / overspend
	Expenditure Budget	Income Budget	Latest Estimate	Staffing	Premises	Supplies & Services	Transport	Internal Charges	External Providers	Transfer Payments	Capital	Appropriation	Total Expenditure	Income	
	£'000	£'000	£'000	£'000	£'000	£'000	£'000	£'000	£'000	£'000	£'000	£'000	£'000	£'000	£'000
Strategy & Improvement	7,177	(1,252)	5,925	51	0	0	0	0	0	0	0	0	51	(51)	0
Finance	16,041	(6,675)	9,366	17	0	(135)	0	0	0	0	0	0	(118)	118	0
Human Resources	8,089	(1,789)	6,300	0	0	0	0	0	0	0	0	0	0	0	0
Information Technology	21,180	(6,914)	14,266	1,993	0	(150)	0	0	0	0	0	0	1,843	(1,843)	0
PPPU and Procurement	7,541	(7,564)	(23)	(300)	0	0	0	0	0	0	0	0	(300)	300	0
Legal Services	5,292	(6,854)	(1,562)	0	0	0	0	0	0	0	0	0	0	0	0
Democratic Services	5,040	(56)	4,984	26	0	0	0	0	0	0	0	0	26	(26)	0
Total	70,360	(31,104)	39,256	1,787	0	(285)	0	0	0	0	0	0	1,502	(1,502)	0

STRATEGY AND RESOURCES

FINANCIAL DASHBOARD - 2015/16 FINANCIAL YEAR

Quarter 1 (April to June)

Key Budget Action Plans and Budget Variations:

		Lead Officer	Additional Comments	Action Plan Value	RAG	Forecast Variation against Plan/Budget
A. Key Budget Action Plans				£m		£m
1.	Finance	Doug Meeson	Definite actions now in place for £620k of the savings.	0.75	G	0.00
2.	HR	Lorraine Hallam	Definite actions now in place for £590k	0.62	G	0.00
3.	ICT	Dylan Roberts	Actions underway for delivery of £448k of savings. Plans in place for delivery of residue	0.71	G	0.00
4.	Legal and Democratic Services	Catherine Witham	Actions now in place to definitely deliver £400k. Options for the remaining £50k are being developed.	0.45	G	0.00
5	Strategy and Improvement	Mariana Pexton	Required level of savings have now been achieved through staff movements, leavers and ELI	0.25	G	0.00
6	Business improvement - print savings	Dylan Roberts	Implemented and savings being delivered on target	0.20	G	0.00
7	Income - court fees	Doug Meson	Fees to be monitored in year	0.20	G	0.00
8	PFI Contract Management	David Outram	Initial analysis of PFI contracts has identified potential annual savings (cashable and cost avoidance) of £1m. Further detailed work underway between PPPU and Directorates to test rationale, develop delivery plan and implement. Biggest savings in CS and CD	0.86	A	0.00
9	Review of non-contract spend	David Outram	£917k of potential savings in 15/16 identified through analysis of non-contract spend. Delivering these savings requires close collaborative working between PPPU and directorates. Total shortfall on savings target currently c£200k	1.20	A	0.00
B. Other Significant Variations						
1	PPPU income	David Outram	Following the outturn 2014/15 a key risk area is PPPU income, specifically the level of non-chargeable or reduced rate work. New monitoring arrangement in place.		G	0.00
Strategy and Resources Directorate - Forecast Variation						0.00

CITIZENS AND COMMUNITIES

FINANCIAL DASHBOARD - 2015/16 FINANCIAL YEAR

Quarter 1 (April to June)

At this stage in the year the Directorate is expecting to achieve the budgeted level of savings. Many of the actions have already been achieved and in all cases work is progressing to deliver the savings.

In terms of other volatile budget areas, trends in housing benefits overpayments can significantly impact on the budget position however it is too early in the year to confidently predict the outcome and nothing at the moment suggests that the budget in this area will not be achieved.

Communities

Community Centres were overspent by £100k last year and £75k of this is recurring meaning the true pressure in 2015/16 is £175k . It is expected that this will be contained within Citizens and Communities as a whole.

Customer Access

For the first quarter of the year the staffing cost has been under budget. Recruitment is needed to be able to cope with existing workloads as efficiencies based on Transactional Web Services developments have not yet begun to materialise. There is significant risk that the staffing cost be over budget by the year end.

Elections, Licensing & Registration

Reduced staffing costs of £151k in Registrars and Entertainment Licensing is offset by reduced income.

Benefits, Welfare and Poverty

£210k Welfare Reform grant has been received which funds increased staffing costs.

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	Capital	Appropriation	Total Expenditure	Income	
	£'000	£'000	£'000	£'000	£'000	£'000	£'000	£'000	£'000	£'000	£'000	£'000	£'000	£'000	
Communities	7,442	(1,613)	5,829	1	0	0	0	0	0	0	0	0	1	0	1
Customer Access	13,439	(1,249)	12,190	0	0	0	0	0	0	0	0	0	0	0	0
Elections, Licensing & Registration	5,196	(4,601)	595	(151)	0	0	0	0	0	0	0	0	(151)	150	(1)
Benefits, Welfare and Poverty	305,187	(302,095)	3,092	210	0	0	0	0	0	0	0	0	210	(210)	0
Total	331,264	(309,558)	21,706	60	0	0	0	0	0	0	0	0	60	(60)	0

CITIZENS AND COMMUNITIES

FINANCIAL DASHBOARD - 2015/16 FINANCIAL YEAR

Quarter 1 (April to June)

Key Budget Action Plans and Budget Variations:		Forecast
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		Lead Officer	Additional Comments	Action Plan Value	RAG	Variation against Plan/Budget
A. Key Budget Action Plans				£m		£m
1	Review of Communities running costs	Shaid Mahmood	Budget reduced	0.10	G	0.00
2	Further integration of Contact Centre with Council Tax	Lee Hemsworth/Steve Carey	Low risk and ELI based. Depends on finding more efficient ways of working together	0.10	G	0.00
3	Reduce property visits in Council Tax Service	Steve Carey	Use more efficient ways of identifying properties that may be occupied	0.08	G	0.00
4	Increase in fees in Licensing and Registration services and Translation and Interpretation	John Mulcahy	Actioned	0.06	G	0.00
5	Housing Benefits overpayments	Steve Carey	Assumes we continue our improved performance in this area	0.15	G	0.00
6	Fraud and error reduction incentive scheme	Steve Carey	Govt grant. Level of payment depends on how effective we are at reducing fraud	0.25	G	0.00
7	Use Social Inclusion Fund to support financial inclusion work	Steve Carey	Actioned	0.20	G	0.00
8	10% reduction in Well Being budget	Shaid Mahmood	Budget reduced - to be managed by Area Committees	0.15	G	0.00
9	Review of community centres	Shaid Mahmood	Consultation process started. Once complete a delivery plan will be developed including: general efficiencies in facility management; CAT or other community management arrangements and closure options. Delivery plan expected in May/June. Any proposals for closure will require EB decision.	0.13	A	0.18
10	Reduce Advice Agency Grant by 10%	Steve Carey	Actioned	0.13	G	0.00
11	Reduce opening hours of contact centres 9am-5pm	Lee Hemsworth	Opening hours reduced as planned on 1st April.	0.13	G	0.00
12	Delivery of transactional web services	Lee Hemsworth	Some technical issues with new system meant that it was only part implemented on 1st April (employee portal only) in the areas of environmental services and highways. Customer portal will go live in May. This may result in lower overall savings being achieved.	0.25	A	0.00
13	EClaim for Benefits	Steve Carey	Introduce online claim form for HB and CTB. May be delayed after April which may mean slightly reduced saving	0.10	G	0.00
14	Reduce innovation fund by 25%	Shaid Mahmood	Budget reduced	0.05	G	0.00
15	Community based assets -reduction in relevant costs from participating services as Community Hubs formed	Lee Hemsworth	Budgets (£2.5m) transferred to C&C on 1st April. New management arrangements will be introduced during the year and there is a high level of confidence that full savings will be delivered.	0.10	G	0.00
A. Other Significant Budgets						
1	Housing Benefit Payments, Subsidy and Overpayment Income	Steve Carey	Gross expenditure budget of £295m. Monitored monthly throughout the year. No variance to budgets currently anticipated.		G	0.00
2	All other budget headings		Savings to be identified to fund the overspend on Community Centres		G	-0.18
Citizens and Communities Directorate - Forecast Variation						0.00

PUBLIC HEALTH

FINANCIAL DASHBOARD - 2015/16 FINANCIAL YEAR

Quarter 1 (April to June)

The allocation of ring fenced Public Health grant for 2015/16 has been frozen at 2014/15 levels of £40.5m. However, in addition the responsibility for the 0 - 5 years services (health visiting services and Family Nurse Partnership) transfers to LCC in October 2015 and further funding of £5m will be provided. Work is ongoing with the current provider of health visiting and Family Nurse Partnership services to ensure a smooth transition to LCC from NHS England.

During 2014/15 there was an underspend of £1,211k of the ring fenced grant which has been brought forward for use in 2015/16 in line with grant conditions. Of this amount, £800k had been expected to fund the base budget for 2015/16 and the remaining £411k has been allocated to services committed to during 2014/15 but which have not yet taken place.

New contracts for integrated sexual health services and drugs and alcohol services commence on 1st July. Work is ongoing to identify any potential financial pressures particularly in relation to Shared Care activity and prescribing and dispensing costs for drugs and alcohol treatment.

Government's announcement on 4th June of a £200m reduction in non-NHS health funding will now significantly impact on the Public Health budget. A consultation process has commenced with local authorities, however if the reduction was applied pro-rata to current grant, Leeds would lose £2.9m of ring-fenced funding in 2015/16.

Budget Management - net variations against the approved budget

				PROJECTED VARIANCES											Total (under) / overspend
	Expenditure Budget	Income Budget	Latest Estimate	Staffing	Premises	Supplies & Services	Transport	Internal Charges	External Providers	Transfer Payments	Capital	Appropriation	Total Expenditure	Income	
	£'000	£'000	£'000	£'000	£'000	£'000	£'000	£'000	£'000	£'000	£'000	£'000	£'000	£'000	£'000
Public Health Grant		(45,533)	(45,533)	0	0	0	0	0	0	0	0	0	0	0	0
Staffing and General Running Costs	5,463	(31)	5,432	0	0	0	0	0	0	0	0	0	0	0	0
Commissioned and Programmed Services:															
- General Public Health	230		230	(100)	0	0	0	0	100	0	0	0	0	0	0
- Population Healthcare	489		489	0	0	0	0	0	0	0	0	0	0	0	0
- Healthy Living and Health Improvement	15,948		15,948	0	0	0	0	0	0	0	0	0	0	0	0
- Older People and Long Term Conditions	3,051	(36)	3,015	0	0	0	0	0	0	0	0	0	0	0	0
- Child and Maternal Health	11,196		11,196	0	0	0	0	0	0	0	0	0	0	0	0
- Mental Wellbeing and Sexual Health	9,200		9,200	0	0	0	0	0	0	0	0	0	0	0	0
- Health Protection	1,234		1,234	0	0	0	0	0	0	0	0	0	0	0	0
Transfer From Reserves		(1,211)	(1,211)	0	0	0	0	0	0	0	0	0	0	0	0
Supporting People	936	(637)	299	0	0	0	0	0	0	0	0	0	0	0	0
Drugs Commissioning	2,939	(3,007)	(68)	0	0	0	0	0	0	0	0	0	0	0	0
Total	50,686	(50,455)	231	(100)	0	0	0	0	100	0	0	0	0	0	0

PUBLIC HEALTH

FINANCIAL DASHBOARD - 2015/16 FINANCIAL YEAR

Quarter 1 (April to June)

Key Budget Action Plans and Budget Variations:				Action Plan Value	RAG	Forecast Variation against Plan/Budget
	Lead Officer	Additional Comments		£m		£m
A. Key Budget Action Plans						
1.	Charge to HRA from Supporting People Team	Ian Cameron	A proportion of staff time is spent supporting HRA contracts. An analysis of the time spent on this has resulted in a recharge to HRA.	0.27	G	0.00
2.	Increase in ring fenced grant	Ian Cameron	From October 2015 funding and contract responsibility for 0-5 years public health services transfers to the council. This responsibility is funded by an increase in ring fenced grant.	4.99	G	0.00
3.	Reduction in staff costs	Ian Cameron	Following a review of essential posts, savings have been identified.	0.25	G	0.00
4.	PCT legacy balance not required	Ian Cameron	The DoH notified the council of a PCT legacy balance outstanding. Provision was made in 2014/15 for this and so is not required in 2015/16.	0.28	G	0.00
5.	PPPU reviews completed during 2014/15	Ian Cameron	Work on new contracts is complete and no further charges are expected for this service.	0.16	G	0.00
6.	Reduction in social marketing costs	Ian Cameron	Reduction in social marketing activity.	0.05	G	0.00
7.	NHS Healthcheck - estimated reduction in demand	Ian Cameron	Based on current levels of activity, the demand for this service has reduced resulting in an estimated saving.	0.15	G	0.00
8.	Reduction in small projects	Ian Cameron	A number of projects carried out in 2014/15 are no longer required.	0.26	G	0.00
9.	Adult Weight Management	Ian Cameron	Responsibility has passed to the CCG's for this service with no requirement to transfer funding.	0.11	G	0.00
10.	Underspend brought forward from 2014/15	Ian Cameron	Grant conditions allow for underspends in one year to be used in the following year.	0.80	G	0.00
B. Other Significant Variations						
1.	Staffing budget	Ian Cameron	Delays in recruitment have resulted in a projected underspend			(0.10)
2.	External Providers	Ian Cameron	Funding required for newly identified needs			0.10
				Public Health Directorate - Forecast Variation		0.00

CIVIC ENTERPRISE LEEDS

FINANCIAL DASHBOARD - 2015/16 FINANCIAL YEAR

Quarter 1 (April to June)

At this stage in the financial year, the necessary actions to achieve the budget action plan are all progressing and expected to deliver the savings.

From a high level review of other major and volatile budgets, no significant risks are apparent at Quarter 1 and therefore an overall balanced position is projected for year end.

The Business Support Centre have identified a pressure of £33k shortfall on P-card income however the expectation is that this will be offset by staff savings.

In respect of the Better Business Management Administration project, the virements for centralising the Core Admin & Exec Support into the Business Support Centre are being progressed and should be finalised by next month.

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	Capital	Appropriation	Total Expenditure	Income	
	£'000	£'000	£'000	£'000	£'000	£'000	£'000	£'000	£'000	£'000	£'000	£'000	£'000	£'000	
Business Support Centre	6,880	(3,153)	3,727	(33)	0	0	0	0	0	0	0	0	(33)	33	0
Commercial Services	55,694	(54,912)	782	0	0	0	0	0	0	0	0	0	0	0	0
Facilities Management	12,562	(5,429)	7,133	(44)	24	12	0	20	0	0	0	0	12	(12)	0
Corporate Property Management	6,401	(150)	6,251	86	0	0	0	0	0	0	0	0	86	(86)	0
Total	81,537	(63,644)	17,893	9	24	12	0	20	0	0	0	0	65	(65)	0

CIVIC ENTERPRISE LEEDS

FINANCIAL DASHBOARD - 2015/16 FINANCIAL YEAR

Quarter 1 (April to June)

Key Budget Action Plans and Budget Variations:

		Lead Officer	Additional Comments	Action Plan Value £m	RAG	Forecast Variation against Plan/Budget £m
A. Key Budget Action Plans						
1	Asset rationalisation	Julie Meakin	Primarily reduction in utility bills/business rates on Merrion House and other vacated buildings. Merrion vacated March 2015	0.87	G	0.00
2	Better business management: admin/intel/mail & print/prog & project management	Jo Miklo	Now includes the BBM admin targets originally included within Strategy and Resources (£340k transferred)	0.54	G	0.00
3	Fleet services vehicle replacement savings and efficiencies	Terry Pycroft	Half way through fleet replacement programme. New vehicles are more efficient, require less maintenance and are covered by warranty	0.10	G	0.00
4	Fleet services pay as you go tyre contract	Terry Pycroft	New contract in place since Oct 14. Currently £10k pm cheaper than old fixed price contract.	0.10	G	0.00
5	Transfer of ASC properties to Facilities Management	Mandy Snaith	Relates to the transfer of Catering & Cleaning staff from ASC to Cel Group.	0.08	G	0.00
6	Other savings: insurance, JNC review, legal charges, TU convenors	Jo Miklo	Expected to achieve	0.06	G	0.00
7	Procurement off contract spend	Dave Outram /Julie Meakin	See comments in S&R dashboard against non-contract procurement spend	TBC	G	0.00
8	Extension of catering in Civic Hall	Mandy Snaith	Savings proposals being actioned but impact needs to be monitored	0.05	G	0.00
9	Increased trading with public by Fleet Services, servicing etc	Terry Pycroft	New trading now taking place includes: MoT testing; extension of vehicle maintenance contract with Uni of Leeds; and safety training courses.	0.05	G	0.00
10	Efficiencies from lower cleaning spec to building and selling services to others	Helena Phillips	Savings proposals being actioned but impact needs to be monitored	0.20	G	0.00
Civic Enterprise Leeds - Forecast Variation						0.00

STRATEGIC & CENTRAL ACCOUNTS 2015/16 BUDGET

Quarter 1 (April to June)

Overall :

The Strategic budget forecast at the 1st quarter is for a marginal £0.1m overspend

External debt costs and Minimum Revenue Provision (MRP)

The budget for MRP includes £14.8m of savings targets - £10.5m from the use of capital receipts and £4.3m for the realignment of MRP on pre-2007/08 debt to an asset lives based approach. To support the achievement of these savings we are closely monitoring the levels of capital receipts both in 2015/16 and across the medium-term and also working with the Council's valuers around the reasonable determination of asset lives.

Corporate targets

The Strategic budget includes targets for general capitalisation of £4.9m, capitalisation of spend in schools revenue budgets of £2.5m and in line with the 2014/15 outturn, the latest 2015/16 projections anticipate additional savings from capitalising eligible costs. In addition the strategic budget includes savings of £1m around procurement [£0.5m forecast variation at qtr 1] together with a PFI contract/monitoring target of £0.9m [which will be allocated to service budgets following confirmation of where the reductions in spend will actually be achieved]. The quarter 1 projection also recognises a potential shortfall in achieving the £1.2m Directorate Procurement target which is currently held in Directorate budgets.

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	Capital	Appropriation	Total Expenditure	Income	
	£'000	£'000	£'000	£'000	£'000	£'000	£'000	£'000	£'000	£'000	£'000	£'000	£'000	£'000	
Strategic Accounts	(11,480)	(32,488)	(43,968)						1,050			200	1,250	(500)	750
Debt	47,052	(1,075)	45,977								206		200		200
Govnment Grants	2,828	(27,830)	(25,002)							(828)			(828)		(828)
Joint Committees	37,697	0	37,697										0		0
Miscellaneous	2,317	(1,172)	1,145										0		0
Insurance	10,227	(10,227)	0			1,545		78				(1,623)	0	0	0
Total	88,641	(72,792)	15,849	0	0	1,545	0	78	1,050	(828)	206	(1,423)	622	(500)	122

STRATEGIC & CENTRAL ACCOUNTS 2015/16 BUDGET

Quarter 1 (April to June)

<u>Key Budget Action Plans and Budget Variations:</u>				RAG	Budget	Forecast Variation against Budget
		Lead Officer	Additional Comments			£'000
A. Major Budget Issues						
1.	Debt Costs and Extenal Income	Doug Meeson	No major changes to date.	G	16,208	200
2.	Minimum Revenue Provision	Doug Meeson	Potential £8m reduction in MRP from asset life method (budgeted £4.3)	G	29,769	0
3.	New Homes Bonus	Doug Meeson	Activity across the City increasing, however marginal shortfall in anticipated grant income forecast for 2015/16	G	(18,446)	800
4.	Business Rates (S31 Grants, Levy & EZ)	Doug Meeson	No material variations anticipated at this stage	G	(9,171)	0
5.	S278 Contributions	Doug Meeson	Forecast from Capital team is £2.4m, potential risk of £2.8m	R	(5,200)	0
6.	General capitalisation target	Doug Meeson	Potential additional capitalisation of eligible costs held across Directorate revenue budgets	A	(4,982)	(300)
7.	Schools capitalisation target	Doug Meeson	Potential additional capitalisation of eligible costs held across school revenue budgets	A	(2,500)	(1,000)
8.	Corporate Procurement Target	Doug Meeson	Centrally-held budget savings target. Actual savings will be shown in Directorate budgets.	A	(1,000)	500
9.	PFI Contract Monitoring Target	David Outram	Budget held in the strategic accounts pending confirmation of where the reductions in expenditure will be achieved	A	(860)	0
10.	Early Leaver Initiative	Doug Meeson	£2m earmarked reserve established to fund the severance costs in 2015/16. Latest information on approved business cases together with staffing plans from Directorates indicate a potential £2.2m spend in the year to March 2016	A	0	200
11.	Directorate Procurement Target	David Outram	Work is progressing around reducing the level of non-contract spend across the Council. The latest information is that £0.65m of savings will be achievable in 2015/16 with £0.55m of savings slipping into 2016/17.	A	(1,200)	550
B. Other Significant Budgets						
1.	Insurance	Doug Meeson	Potential additional costs in-year which will be managed through the Insurance Reserve	G	0	0
2.	Business Rates Levy	Doug Meeson	Potential saving on the levy payment to the Business Rates Pool reflecting the level of Business Rates Growth and revaluation appeals	G	2,828	(828)
3.	Prudential Borrowing Recharges	Doug Meeson	Contra budgets in directorates/service accounts. No material variation at this stage	G	(9,908)	0
Strategic & Central Accounts - Forecast Variation						122