

MONITORING REPORT FROM DIRECTORS OF ADULT AND COMMUNITY SERVICES

DATE: 17th December 2009

PURPOSE

To update members on activity within the Adult and Community Services Directorates during the period to November 2009.

BACKGROUND

The Adult and Community Services Directorate budget is projected to be underspent by £35k. This is £75k less than the £110k reported last month. This is due to a number of minor adjustments this month covering many of the Adult Social Care budgets, no changes are reported in the Leisure Services, LIHA or Housing budgets.

SPECIFIC AREAS FOR ATTENTION

Revenue Budget

There has been an increase in referrals to the homecare service, due in part to an increase in the discharges from the acute hospital. This has led to an increase in forecast expenditure on community care, which will, should the trend continue, put increasing pressure on the budgets. There is also one additional, high costs, Mental Health placement that has put more pressure on this budget.

There are no other significant issues to report this month.

REVENUE BUDGET MONITORING STATEMENT

SUMMARY	2009/10		
	Budget	Approved Estimate	Projected Variance
	£000	£000	£000
Children's Services			
Individual Schools Budget	67,156	67,741	0
Central Schools Budget	8,161	7,734	795
Dedicated Schools Grant	(75,697)	(75,873)	(795)
Education & Childcare Services	588	798	110
Children's Services Commissioning	2,999	3,050	131
Families & Young People	3,951	4,311	(30)
Safeguarding & Specialist Services	8,230	8,267	1,304
Strategy & Management	1,278	1,228	75
Total Children's Services	16,666	17,256	1,590
Adult & Community Services			
Adult Social Care	30,276	30,036	17
Specific Government Grants	0	0	0
Housing	1,052	1,050	(14)
Leisure Services	2,080	2,155	0
Libraries, Information, Heritage & Arts	2,937	2,937	(15)
Adult Management	254	211	(23)
Total Adult & Community Services	36,599	36,389	(35)
Environmental Services			
Highways & Engineering	4,815	4,952	0
Streetcare & Operations	4,111	4,268	0
Public Protection & Sustainability	10,061	10,169	(50)
Asset Management	(796)	(826)	30
Parking Services	(2,603)	(2,618)	0
Corporate Management	256	256	0
Total Environmental Services	15,844	16,201	(20)
Resources			
Strategic Director of Resources	151	189	0
Finance	3,662	3,913	130
Customer Service Centre	1,752	1,797	9
Legal Services	933	888	80
Business Improvement	3,016	3,048	0
Procurement	405	485	0
Human Resources	2,079	2,133	0
Total Resources	11,998	12,453	219
Policy, Performance & Planning			
Chief Executive Office	719	1,020	0
Policy and Performance	2,855	2,757	0
Planning Services	2,401	2,424	40
Total Policy, Performance & Planning	5,975	6,201	40
TOTAL EXPENDITURE	87,082	88,500	1,794
Contribution (from)/to LPSA/PPG Reserve	0	(792)	0
Pay Budget Reduction	0	0	(390)
Reduced Contribution to Insurance Reserve	0	(200)	0
Transfer to Contingency Reserves	0	139	0
Appropriation (from) LSC Reserve	0	(416)	0
Contribution to Development Fund	0	220	0
Corporate Initiatives	(376)	(176)	0
VAT Claim	0	(820)	0
Levies-			
Environment Agency	130	130	0
Capital Financing inc Interest Receipts	5,411	5,411	56
NET REQUIREMENTS	92,247	91,996	1,460
Less - Special Expenses	(1,102)	(1,102)	0
Transfers (from)/to Area Based Grants		(21)	
Transfer (from)/ to balances	0	272	(1,460)
GROSS COUNCIL TAX REQUIREMENT	91,145	91,145	0
Working Balances	4,618	5,551	5,823
Transfers on balances carried forward from 2008-9	0	(349)	0
Other transfers (from)/to balances	0	621	(1,460)
	4,618	5,823	4,363

ADULT & COMMUNITY SERVICES DIRECTLY MANAGED COSTS	2009/10		Variance- Manager's Projection	Notes
	Budget	Approved Estimate		
	£000	£000	£000	
ADULT SOCIAL CARE				
Expenditure	42,589	42,758	53	1,3,6,7,8,9,12,13,14
Income	(12,313)	(12,722)	(36)	2,4,10,20
Net	30,276	30,036	17	
HOUSING				
Expenditure	3,016	3,330	(69)	11,17
Income	(1,964)	(2,280)	55	18
Net	1,052	1,050	(14)	
LEISURE SERVICES including:- Parks, Cemeteries & Leisure Centres				
Expenditure	9,784	9,825	5	15
Income	(7,704)	(7,670)	(5)	16
Net	2,080	2,155	0	
LIBRARY INFORMATION HERITAGE & ARTS				
Expenditure	3,141	3,141	(15)	19
Income	(204)	(204)	0	
Net	2,937	2,937	(15)	
ADULT MANAGEMENT				
Expenditure	254	211	(23)	14
Income	0	0	0	
Net	254	211	(23)	
TOTAL DIRECTLY MANAGED COSTS	36,599	36,389	(35)	

ADULT & COMMUNITY SERVICES

Note	Explanation
1	<p><u>External Homecare - Externally Purchased Services - Expenditure</u> Approved estimate: £2,981k Variation: -£172k (-£161k) First reported at Cabinet: Jun 09 £253k underspend previously has been due to budget allocation not required. During the year there has been problems with a block contract resulting with extra reliance on more expensive spot hours. Work is well underway to resolve the problem so the block Action: To monitor demand to ensure overall budget remains in balance. Efficiencies for in-house service include increased productivity - Head of Adult Services</p>
2	<p><u>External Homecare - Externally Purchased Services - Income</u> Approved estimate: -£875k Variation: -£46k (-£50k) First reported at Cabinet: Jun 09 It is anticipated that there will be a shortfall in income on mobile meals of £36k which relates to the lower volume of activity and offsets the reduced expenditure. Reassessment of weekly maximum charge increasing income by £25k, also an increase in the Action: Meals on Wheels are seen as vital to support people to remain in their own homes. Service users are being encouraged to use Meals on Wheels -Head of Adult Services</p>
3	<p><u>Older Person - Residential & Nursing Care - Expenditure</u> Approved estimate: £9,156k Variation: -£43k (-£66k) First reported at Cabinet: Jun 09 Due to a problem a decision was taken to stop using the respite beds at Clara Court, the impact being the use of more expensive spot beds. The fee increase for 09/10 for one nursing home looks to be higher than previously anticipated. Action: To monitor demand and ensure budget level maintained through ensuring that users access continuing health care where it is appropriate to do so. The Commissioning Manager is to negotiate fee re-imburement from care provider - Head of Adult Serv</p>
4	<p><u>Older Person - Residential & Nursing Care - Income</u> Approved estimate: £3,658k (£3,658k) Variation: -£1k (-£15k) First reported to Cabinet: Jun 09 During the month there has been a slight decrease in service user income and Free Nursing Care income due to slightly lower bed numbers and lower average bed price Action: Continue to monitor and increase service user income - Head of Adult Services</p>

ADULT & COMMUNITY SERVICES

Note	Explanation
6	<p><u>Physical Disability - Residential and Nursing Care -Expenditure</u> Approved estimate: £1,278k Variation:-£28k (-£28k) First reported at Cabinet: Jun 09 A net underspend of £28k is reported on Physical Disability placements . There are 4 more residential and 5 less nursing placements than provided for in the budget. One client has moved to self funding which has reduced the net expenditure on these placem</p> <p>Action: To maintain budget level through supporting people to remain in their own homes and increasing supported living placements - Head of Adult Services</p>
7	<p><u>Elderly and Physical Disabilities - Home Care Rapid Response Team - Expenditure</u> Approved estimate:£1,810k (£1,810k) Variation -£53k (-£80k) First Reported at Cabinet: July 09 There will be an underspend on this service mainly due to difficulties in staff recruitment. Vacancies are now unlikely to be filled until early 2010. This is a pooled budget service with Health and the underspend reported relates to RBWM's share of the c</p> <p>Action: To undertake staff recruitment and review effectiveness of service to increase capacity - Head of Adult Services. This service has been identified as a pilot area for a review in accordance with the lean methodology.</p>
8	<p><u>Learning Disability - Expenditure</u> Approved estimate: £11,141k Variation:-£30k (£0k) First reported at Cabinet: Jun 09 A review of autism cases has confirmed that two service users needed to be reclassified as Mental Health from Learning Disability.</p> <p>Action: To revise estimated need for 2009/10 - Head of Adult Services</p>
9	<p><u>Mental Health - Expenditure</u> Approved estimate: £1,634k Variation: £80k (-£60k) First reported at Cabinet: Nov 09 A review of autism cases has confirmed that two service users needed to be reclassified as Mental Health from Learning Disability. There is also a new placement costing approx £80k pa. Action: To reduce costs through analysis of needs - Head of Adult Services</p>
10	<p><u>Learning Disability - Income</u> Approved estimate: -£4,345k Variation: £20k (£112k) First reported to cabinet: Sept 09 This is due to the underachievement of income from Other Local Authorities</p> <p>Action: To pursue income collection vigorously from OLAs - Head of Adult Services</p>
11	<p><u>Supporting People - Expenditure</u> Approved estimate: £2,233k (£2,233k) Variation: -£25k (-£25k) First reported to cabinet: Sept 09 £25k underspend is due to a claw back received from a contractor due to underperformance in the block contract.</p> <p>Action: Head of Housing</p>

ADULT & COMMUNITY SERVICES

Note	Explanation										
12	<p><u>Direct Payments Elderly and Physical Disability - Expenditure</u> Approved estimate: £735k (£735k) Variation: £77k (£77k) First reported to cabinet: Oct 09</p> <p>This should be read in tandem with external homecare because Direct payments are generally for funding of homecare packages by cash payments to individuals. The combined direct payment and homecare budget is £3,716k of this £77k overspend represents 2% an</p> <p>Action: to carefully monitor the increase in conjunction with homecare. - Head of Adult Services</p>										
13	<p><u>Concessionary Fares - Expenditure</u> Approved estimate: £1,286k Variation: £35k (£35k) First reported to cabinet: Nov 09 Costs have been incurred during 2009/10 that related to 2008/09 over and above the amount that had accrued.</p> <p>Action: Ensure in future that Accountancy are informed of all the commitments that need accruing at year end - Head of Adult Services</p>										
14	<p><u>Adult Social Care Salaries</u> Approved estimate: £10,761k (£10,761k) Variation: £164k (£164k) First reported at Cabinet: Jun 09</p> <table border="0" data-bbox="360 1070 1500 1220"> <tr> <td>Adult Management Director of ASC Interim Arrangements</td> <td>-£23k (-£23k)</td> </tr> <tr> <td>Internal Homecare restructure not taking place this year</td> <td>£200k (£200k)</td> </tr> <tr> <td>Learning Disability</td> <td>-£16k (-£16k)</td> </tr> <tr> <td>Elderly Day Centres</td> <td>-£15k (£15k)</td> </tr> <tr> <td>Joint Commissioning</td> <td>£18k (£18k)</td> </tr> </table> <p>Action: To monitor budget and recruitment - Head of Services</p>	Adult Management Director of ASC Interim Arrangements	-£23k (-£23k)	Internal Homecare restructure not taking place this year	£200k (£200k)	Learning Disability	-£16k (-£16k)	Elderly Day Centres	-£15k (£15k)	Joint Commissioning	£18k (£18k)
Adult Management Director of ASC Interim Arrangements	-£23k (-£23k)										
Internal Homecare restructure not taking place this year	£200k (£200k)										
Learning Disability	-£16k (-£16k)										
Elderly Day Centres	-£15k (£15k)										
Joint Commissioning	£18k (£18k)										
15	<p><u>Allotments</u> Approved estimate: £24k (£24k) Variation: £5k (£5k) First reported at Cabinet: Oct 09 Overspend has been caused by water leaks, due to piping which has now been repaired. A capital bid has been submitted for a new water supply and self-filling tanks for 2010/11 to overcome this problem</p> <p>Action: Capital bid put forward by Head of service</p>										
16	<p><u>Cemeteries & Churchyards</u> Approved estimate: £37k (£37k) Variation: -£5k (-£5k) First reported at Cabinet: Oct 09 Expecting an increase in burial fee income Action: Head of Leisure Services</p>										

ADULT & COMMUNITY SERVICES

Note	Explanation
17	<p><u>Housing - Expenditure</u> Approved Estimate: £935k Variation: -£44k (-£44k) First reported to Cabinet: Nov 09 Expenditure on B&Bs is lower than previously anticipated by £55k. This is partially offset by an estimated overspend of £11k due to expected bad debts relating to interest free loans. Making loans available for deposits in the private sector is a cost eff Action: Head of Housing</p>
18	<p><u>Housing - Income</u> Approved Estimate: -£467k Variation: £55k (£55k) First reported to Cabinet: Nov 09 The £55k lower expenditure mentioned in note 17 is matched by a lower receipt of Housing Benefit income. Action: Head of Housing</p>
19	<p><u>Libraries - Expenditure</u> Approved Estimate: £2,886k (£2,886k) Variation -£15k (-£15k) First Reported to Cabinet: Sept 09</p> <p>Action: The Library buildings have been revalued resulting in a saving on rates - Head of Library, Information, Heritage & Arts</p>
20	<p><u>Joint Commissioning - Income</u> Approved Estimate: -£216k Variation: -£9k (-£9k) First Reported to Cabinet: Nov 09</p> <p>This is due to an income contribution from the PCT in excess of budget in respect of posts</p> <p>Action: Head of Adult Services</p>

CAPITAL PROGRAMME 2009-10

Monitoring as at 13/11/09

	2009/10 APPROVED BUDGET			2009/10 WORKING ESTIMATE				PROJECTIONS – GROSS EXPENDITURE				
	Gross (£'000)	Income (£'000)	Net (£'000)	Gross (£'000)	Income (£'000)	Net (£'000)	Gross Actual Exp (£'000)	2009/10 Projected (£'000)	2010/11 SLIPPAGE Projected (£'000)	TOTAL Projected (£'000)	VARIANCE Projected (£'000)	VARIANCE Projected (%)
Portfolio Summary												
Policy, Performance & Planning												
Planning & Development	130	(130)	0	307	(213)	94	195	307	0	307	0	0%
Policy & Performance	0	0	0	0	0	0	0	0	0	0	0	0%
Total Policy, Performance & Planning	130	(130)	0	307	(213)	94	195	307	0	307	0	0%
Resources												
Business Improvement	610	0	610	609	0	609	443	609	0	609	0	0%
CSC	300	0	300	210	0	210	186	210	0	210	0	0%
Other	562	(250)	312	355	(110)	245	72	418	0	418	63	18%
Total Resources	1,472	(250)	1,222	1,174	(110)	1,064	701	1,237	0	1,237	63	5%
Environment												
Local Transport Plan	5,556	(2,070)	3,486	5,896	(2,079)	3,817	2,141	5,872	0	5,872	(24)	0%
Parking Schemes	2,900	(2,650)	250	1,605	(1,400)	205	182	805	800	1,605	0	0%
Operations	83	(50)	33	340	(111)	229	73	315	0	315	(25)	-7%
Public Protection	876	(568)	308	1,049	(698)	351	418	1,067	0	1,067	18	2%
Asset Management	1,121	0	1,121	1,200	0	1,200	126	1,069	0	1,069	(131)	-11%
Total Environment	10,536	(5,338)	5,198	10,090	(4,288)	5,802	2,940	9,128	800	9,928	(162)	-2%
Childrens												
Non Schools	2,743	(2,621)	122	3,287	(2,970)	317	434	3,287	0	3,287	0	0%
Schools – Non Devolved	23,088	(22,040)	1,048	29,176	(28,080)	1,096	12,982	28,639	50	28,689	(487)	-2%
Schools – Devolved Capital	2,356	(2,356)	0	4,342	(4,345)	(3)	1,649	4,342	0	4,342	0	0%
Total Childrens	28,187	(27,017)	1,170	36,805	(35,395)	1,410	15,065	36,268	50	36,318	(487)	-1%
Adult												
Adult Social Care	50	0	50	106	(38)	68	14	106	0	106	0	0%
Housing	40	0	40	1,104	(1,064)	40	132	1,104	0	1,104	0	0%
Learning & Care – General	158	(158)	0	162	(132)	30	25	162	0	162	0	0%
Library & Information Service	1,034	(210)	824	1,591	(478)	1,113	385	1,571	20	1,591	0	0%
Leisure Centres	385	(140)	245	478	(177)	301	187	368	110	478	0	0%
Outdoor Facilities	1,726	(1,601)	125	2,797	(2,547)	250	1,201	2,891	16	2,907	110	4%
Total Adult	3,393	(2,109)	1,284	6,238	(4,436)	1,802	1,944	6,202	146	6,348	110	2%
Total Committed Schemes	43,718	(34,844)	8,874	54,614	(44,442)	10,172	20,845	53,142	996	54,138	(476)	-1%
External Funding	(£'000)			(£'000)				(£'000)				
Government Grants	(30,288)			(37,795)				(36,388)				
Developers' Contributions	(3,597)			(5,401)				(5,224)				
Other Contributions	(959)			(1,246)				(1,306)				
Total External Funding Sources	(34,844)			(44,442)				(42,918)				
Total Corporate Funding	8,874			10,172				10,224				

Appendix C

RBWM Capital Slippage - November 2009

Previously approved slippage has now been adjusted for.
Newly identified slippage this month is reported as follows

		£'000	£'000
		Exp	Inc
CE64	Additional Parking Provision for Windsor	800	-800
CR57	Charters RC-Entrance, Car Parking and Signage	110	-110
CL48	P&OS-Kidwells Parks Phases 2 + 3	16	-16
CR16	Heating/Ventilation Mhead Library	20	0
CKQM	Wessex Primary Underground Pipework	50	0
		996	-926

Appendix C
RBWM Capital Variances To November 2009

		£'000 Exp	£'000 Inc	£'000 Total
Environment				
Local Transport Plan				
CE16	Footway Schemes	27	-27	0
CE30	Congestion Reduction/Air Quality Improvements	-41	41	0
CE31	St Leonards Road/Imperial Rd-Junction Improvements	30	0	30
CG08	Intelligent Traffic Systems	-100	100	0
CE37	Parapet Improvement Programme	60	-60	0
CE57	Safe Routes to Schools	-35	15	-20
CE73	Cycle Network	-27	22	-5
CF59	Traffic Management Schemes	-60	0	-60
CG44	Town Centre - Newlands Schools Improvements	122	-37	85
Parking Schemes				
CE56	Health And Safety Car Parks	-40	0	-40
CG26	Additional CCTV Monitoring at various Car Parks	40	0	40
Operations				
CE10	Public Conveniences-Improvements	-25	25	0
Public Protection				
CE70	Recycling Activities	5	-5	0
CG43	Contaminated Land - Temple Mill	13	-13	0
Asset Management				
CM27	Town Hall / York House-Air Conditioning	-10	0	-10
CM36	Data House-Boiler	-7	0	-7
CM37	Town Hall-Replace Heating Pipework	-100	0	-100
CM44	Theatre Royal-Structural Repairs	-29	0	-29
CM01	Property & Asset Monitoring / Recording System	15	0	15
		-162	61	-101
Children				
Schools - Non Devolved				
CKPH	Legionella surveys H&S - Various Schools	6	0	6
CKRL	Accessibility	12	0	12
CKSS	Larchfield - Re-wire and New Fire Alarm	97	0	97
CKTD	All Saints Junior Upgrading Kitchen	45	0	45
CK21	Clewer Green Expansion - PCP	-647	647	0
		- 487	647	160
Adult				
Outdoor Facilities				
CL25	P&OS-Parks Improvements	70	-70	0
CL36	P&OS-Fir Tree Walk Improvements	-30	30	0
CL42	P&OS-Braywick Pavilion	70	-70	0
		110	- 110	-
Resources				
Other				
CN13	HR Information System	63	0	63
		63	-	63
Total Variances				
		- 476	598	122