

Report Title:	Financial Update
Contains Confidential or Exempt Information?	NO - Part I
Member reporting:	Councillor Saunders, Lead Member for Finance
Meeting and Date:	26 January 2017
Responsible Officer(s):	Russell O'Keefe, Strategic Director of Corporate and Community Services, Rob Stubbs Head of Finance.
Wards affected:	All

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REPORT SUMMARY

1. This report sets out the Council's financial performance to date in 2016-17. In summary there is a projected £473,000 underspend on the General Fund (see Appendix A) which is an improvement of £38,000 from the December financial monitoring report. This is due to a net increase in the underspend forecast in a number of service budgets, see section 4 for details.
2. The Council remains in a strong financial position, with the Council's combined General Fund Reserves of £6,333,000 (7.06% of budget) in excess of the £5,270,000 (5.88% of budget) recommended minimum level set at Council in February 2016.

1. DETAILS OF RECOMMENDATION(S)

RECOMMENDATION: That Cabinet:

- i) Notes the Council's projected outturn position

2. REASON(S) FOR RECOMMENDATION(S) AND OPTIONS CONSIDERED

- 2.1 As this is a monitoring report decisions are not normally necessary. No options have been listed in table 1.

Table 1: n/a

3. KEY IMPLICATIONS

- 3.1 The General Fund Reserve is £5,329,000 and the Development Fund balance is £1,004,000, see appendix B for a breakdown of the Development Fund. The combined reserves are £6,333,000. The 2016-17 budget report recommended a minimal reserve level of £5,270,000 to cover known risks for 18 months.

Table 2: performance of general fund reserves

Outcome	Unmet	Met	Exceeded	Significantly Exceeded	Date of delivery
General Fund Reserves Achieved	Below £5,000,000	£5,000,000 to £5,490,000	£5,490,000 to £6,000,000	Above £6,000,000	31 May 2017

4. FINANCIAL DETAILS / VALUE FOR MONEY

- 4.1. The **Strategic Director of Adults, Children & Health Services** reports a projected outturn figure for 2016-17 of £57,573,000 against a controllable net budget of £57,381,000, an overspend of £192,000 (0.33%). This is a decrease of £5,000 on the overspend reported in December 2016. The significant changes from the previous month's report are:
- £157k increase in the cost of home to school transport. Bringing the total annual pressure against base budget to £500,000 (see point 4.2).
 - £107k increase in the placement costs of children in care (see point 4.3).
 - £70k increase in the placement cost of children with disabilities (see point 4.3).
 - £75k increase in the staffing cost of the MASH (see point 4.4).
 - £153k decrease in the placement costs for adults with a learning disability (see point 4.3).
 - £96k decrease in the placement costs for adults with mental health problems (see point 4.3).
 - £100k decrease in the cost of providing homecare and direct payments to adults (see point 4.3).
 - £50k reduction the cost of meeting deprivation of liberty safeguards (see point 4.5).
- 4.2. In the December 2016 the home to school transport budget was reported as overspent by £343k. It was noted that applications for transport were still being received. Applications processed over the past month have added significantly to the pressure on this budget, these applications include changes that follow from the new school year, when contract costs can move significantly both up and down. We continue to get school changes in the remainder of the year – often mainstream to special or change of special placement. Last year 51 pupils changed school between November and March at an incremental transport cost of £45k. Based on previous years in-year applicants, a further £50k has been estimated in respect of the final three months of the financial year. In total, the overspend this financial year is currently projected to be £500k. The eligibility for support for home to school transport was reviewed this year and policy changes agreed by cabinet in August that will take effect from September 2017. These changes, along with an anticipated change in next year's budget, will assist in the delivery of this service within budget in 2017-18.
- 4.3. Demand led budgets, for instance residential placement and homecare, vary throughout the year as numbers requiring care change and or the care

requirements or duration of existing placements change. Changes in the last month have resulted in a significant impact on the budget, favourable and adverse. The decrease in the cost of providing homecare arises from a reallocation of better care fund resources including slippage of funds from the previous financial year.

- 4.4. The additional cost of staffing in the MASH and Duty and Assessment Teams is due to:
- £55k due to an increase in ‘contacts’ to the MASH, resulting in an increase in the number of ‘contacts’ converting to a ‘referral’ requiring single assessments to be completed. The increase in numbers has not allowed for the reduction on agency staff – as initially anticipated.
 - £20k fees for the recruitment of agency staff to permanent posts.
- 4.5. The £50k reduction in the forecast cost of assessing for Deprivation of Liberty Safeguarding (DOLS) is due to a lower number of assessments forecast in the current year as a result of the difficulty in securing best interest assessors.
- 4.6. There are no projected variances to report within the HR budget.
- 4.7. The **Strategic Director of Corporate and Community Services** projects an improved underspend position of £64,000 on his 2016-17 controllable directorate budget of £4,291,000.

Key changes are an improved budget position on Visitor management, service improvements in Development and Regeneration, and a small fall in projected income from Planning applications, reflecting low receipts in November.

- 4.8. The **Interim Strategic Director of Operations and Customer Services** maintains the directorates 2016-17 budget underspend projection of £596,000 on his net budget of £21,637,000 moving only marginally against that reported in December.

Changes include stronger Highways development control income, further staffing pressures in Facilities management, and a slight hardening in the housing benefits subsidy year end projection.

REVENUE BUDGET MOVEMENT

- 4.9. Revenue budget movements this month are shown in table 3. An expanded full year Movement Statement has been included in the report in Appendix C.

Table 3: Revenue Budget Movement

Service expenditure budget reported to December Cabinet	£83,109,000
Delivering Adults Services (funded by Development Fund)	£200,000
Service expenditure budget this month	£83,309,000

Cash Balances Projection

4.10. Appendix D provides details of the Borough's cash balance which is based on very similar assumptions to the previous two months. There is still an expectation of requiring a short term loan or overdraft with further borrowing being necessary later in the new financial year. The budget report that will come to Cabinet in February will provide more details on our capital programme, cash balances and borrowing in 2017-18. This will allow the assumptions for future cash projections to be revised.

Capital Programme

4.11. The approved 2016-17 capital estimate is £47,490,000, see table 4. The projected outturn for the financial year is £41,989,000. This is an increase on the capital outturn in 2015-16 of £27,421,000.

4.12. Variances identified in the capital programme have resulted in £1,347,000 of budget no longer required in 2016-17. The majority of these savings relate to the revision of the Housing capital programme. The affordable home ownership capital programme will now, subject to approval in the 2017/18 capital programme, be used to fund the Brill House project in 2017-18 at a cost of £500,000. The £700,000 budget for provision of additional traveller pitches will no longer commence due to s106 funding not being received to part fund the project. In addition, schools schemes have been completed or revised resulting in a saving of £150,000.

4.13. Slippage to 2017-18 at a total of £4,154,000 has been identified to date. This includes regeneration schemes of which £2,700,000 is for the Nicholsons car park project which is currently at feasibility stage. Other schemes that will progress next year include the £500,000 Maidenhead station interchange and car park which is also at feasibility stage. The Victory Pavilion Centre project is currently under review, the £300,000 project will be carried out by the parish during 2017-18. Charters Leisure centre expansion is currently at design stage and £240,000 will be used in 2017-18.

4.14. See appendices E and F for further details. Table 5 shows the status of schemes in the capital programme.

Table 4: capital estimates

	Exp	Inc	Net
Approved estimate	£47,490,000	(£19,381,000)	£28,109,000
Variances identified	(£1,347,000)	£999,000	(£348,000)
Slippage to 2017-18	(£4,154,000)	£300,000	(£3,854,000)
Projected Outturn 2016-17	£41,989,000	(£18,082,000)	£23,907,000

Table 5: Capital programme status

	Report Cabinet Jan 2017
Number of schemes in programme	532
Yet to Start	17%
In Progress	56%
Completed	22%
Ongoing Programmes e.g. Disabled Facilities Grant	5%
Devolved Formula Capital Grant schemes budgets devolved to schools	0%

5. LEGAL IMPLICATIONS

- 5.1 In producing and reviewing this report the Council is meeting its legal obligations to monitor its financial position.

6. RISK MANAGEMENT**Table 4: risks resulting from this report**

Risks	Uncontrolled Risk	Controls	Controlled Risk
None			

7. POTENTIAL IMPACTS

- 7.1 None

8. CONSULTATION

- 8.1 Overview & Scrutiny meetings are scheduled prior to this Cabinet. Any comments from those meetings will be reported verbally to Cabinet.

9. TIMETABLE FOR IMPLEMENTATION

- 9.1 Implementation date if not called in: Immediately.

Table 5: N/A

Date	Details

10. APPENDICES

- 10.1** Appendix A Revenue budget summary
Appendix B Development fund analysis
Appendix C Revenue movement statement
Appendix D Cash flow projection
Appendix E Capital budget summary
Appendix F Capital variances

11. BACKGROUND DOCUMENTS

11.1 Budget Report to Council February 2016.

12. CONSULTATION (MANDATORY)

Name of consultee	Post held	Date sent	Commented & returned
Cllr. Saunders	Lead Member for Finance.	3/1/2017	3/1/2017
Alison Alexander	Managing Director.	3/1/2017	3/1/2017
Russell O'Keefe	Strategic Director of Corporate and Community Services.	3/1/2017	3/1/2017
Andy Jeffs	Interim Strategic Director of Operations and Customer Services.	3/1/2017	3/1/2017
Rob Stubbs	Section 151 Officer.	3/1/2017	3/1/2017

REPORT HISTORY

Decision type: For information	Urgency item? No
Report Author: Richard Bunn, Chief Accountant 01628 796510	

SUMMARY	2016/17		
	Budget	Approved Estimate	Projected Variance
	£000	£000	£000
Adult, Children's & Health Commissioning	7,636	7,113	559
Schools and Educational Services	2,914	2,923	339
Health, Early Help & Safeguarding	10,411	10,438	76
Health and Adult Social Care	32,408	33,012	(754)
Human Resources	1,167	1,537	0
A,C&H Management	834	1,132	(28)
Total Adult, Children & Health	55,370	56,155	192
Better Care Fund-Expenditure	9,915	10,956	0
Better Care Fund-Income	(8,485)	(9,730)	0
Total Better Care Fund	1,430	1,226	0
Maintained Schools	42,127	39,553	0
Early Years Education and Childcare Provision	7,154	6,407	(27)
Admissions and Pupil Growth	545	381	(10)
Support Services for Schools and Early Years	1,714	1,602	(251)
High Needs and Alternative Provision	13,430	13,637	1,097
Dedicated Schools Grant	(64,970)	(61,580)	(809)
Total Schools Budget (DSG)	0	0	0
Total Adult, Children and Health Services	56,800	57,381	192
Director of Operations & Customer Services	(27)	377	0
Revenues & Benefits	816	719	71
Highways & Transport	6,125	6,378	10
Community, Protection & Enforcement Services	6,957	7,223	(563)
Customer Services	1,704	1,813	101
Technology & Change Delivery	2,915	2,687	(200)
Library, Arts & Heritage Services	2,316	2,440	(15)
Total Operations & Customer Services	20,806	21,637	(596)
Director of Corporate & Community Services	85	146	0
Planning, Development and Regeneration Service	(813)	(726)	(13)
Corporate Management	433	654	(25)
Performance	429	454	(20)
Democratic Services	1,955	1,895	14
Elections	261	263	0
Legal	104	98	(35)
Finance	2,353	2,365	(10)
Building Services	40	26	0
Communities and Economic Development	(801)	(884)	25
Total Corporate & Community Services	4,046	4,291	(64)
TOTAL EXPENDITURE	81,652	83,309	(468)

SUMMARY	2016/17		
	Budget	Approved Estimate	Projected Variance
	£000	£000	£000
Total Service Expenditure	81,652	83,309	(468)
Contribution to / (from) Development Fund	1,133	355	0
Pensions deficit recovery	2,115	2,115	0
Pay reward	500	5	(5)
Transfer to/(from) Provision for the clearance of Shurlock Road		(180)	0
Transfer to/(from) Provision for Redundancy		(422)	0
Environment Agency levy	150	150	0
Capital Financing inc Interest Receipts	5,128	5,258	0
NET REQUIREMENTS	90,678	90,590	(473)
Less - Special Expenses	(981)	(981)	0
Transfer to / (from) balances	0	88	473
GROSS COUNCIL TAX REQUIREMENT	89,697	89,697	0
General Fund			
Opening Balance	4,681	4,768	4,856
Transfers to / (from) balances	0	88	473
	<u>4,681</u>	<u>4,856</u>	<u>5,329</u>
NOTE Service variances that are negative represent an underspend, positive represents an overspend.			

Memorandum Item	
Current balance on the Development Fund	
	£000
Opening Balance	649
Transfer (to) / from other reserves	
Transfer from General Fund - sweep	
Transfer (to) / from General Fund - other initiatives	355
	<u>1,004</u>

Corporate Development Fund (AE35) £000		
Balance B/F from 2015/16		649
Transacted amounts in 2016/17		
To/From Capital Fund		0
To/From General Fund		
Transition Grant (2016/17 budget - February Council)	1,278	
Restructure of the Development and Regeneration service (2016/17 budget - February Council)	-56	
Minerals and Waste Strategy (2016/17 budget - February Council)	-61	
Adjustment to contribution due to revised New Homes Bonus (2016/17 budget - February Council)	-28	
Delivering Children's Services (March Cabinet)	-200	
Additional Transport Model costs (April CMT)	-43	
Heathrow Expansion (March Cabinet)	-30	
Delivering Operations Services (March Cabinet)	-100	
Road & Streetworks Permit scheme (March Cabinet)	-120	
Review of Sunday Parking charges (April Council)	-81	
Forest Bridge Contingency (CMT June 2016)	-100	
Dynamic Purchasing System (March Cabinet)	-4	
Forest Bridge Contingency no longer required - revenue budget removed	100	
Delivering Adults Services (Oct Cabinet)	-200	
		355
		<u><u>1,004</u></u>

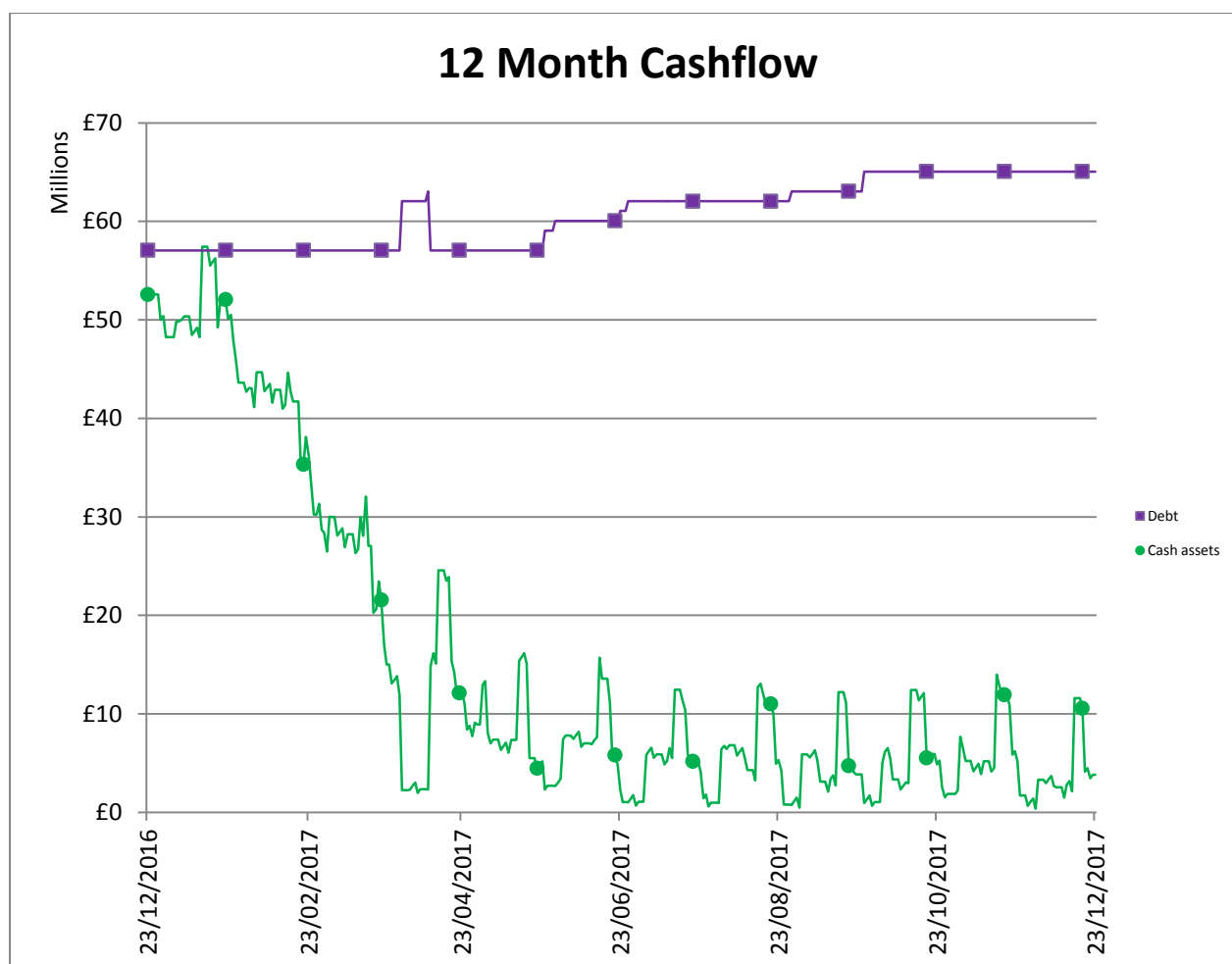
Appendix C

Budget Movement Statement 2016-17

	Funded by Development Fund (1)	Funded by the General Fund (2)	Funded by Provision (3)	Included in the original budget (4)	Total	Approval
	£'000	£'000	£'000	£'000	£'000	
Original Budget					81,652	
1 Transforming Services	200				200	Cabinet March
2 Disabled Facilities Grant				(302)	(302)	Council Feb.
3 Transport model	43				43	CMT April
4 Heathrow Expansion	30				30	Cabinet March
5 Redundancy cost			73		73	Cabinet May
6 Redundancy cost			92		92	Cabinet May
7 Desborough improvements		50			50	Cabinet March
8 Transforming Services	100				100	Cabinet March
9 NRSWA parking scheme	120				120	Cabinet March
10 Sunday parking	81				81	Cabinet April
11 Cleaning & maintenance costs at Cox Green Youth Centre		20			20	Council Feb.
12 Redundancy cost			96		96	Cabinet May
13 Forest Bridge Contingency	100				100	CMT June
14 Pay reward				191	191	Council Feb.
15 Pay reward				173	173	Council Feb.
16 Pay reward				131	131	Council Feb.
17 Dynamic purchasing system	4				4	Cabinet March
18 Redundancy cost			25		25	Cabinet May
19 Bus contract		44			44	Cabinet May
20 Loss of rental income		50			50	Cabinet June
21 Transforming Services		100			100	Cabinet June
22 Redundancy cost			18		18	Cabinet May
23 Redundancy cost			101		101	Cabinet May
24 Removal of Forest Bridge Contingency	(100)				(100)	Cabinet November
25 Redundancy cost			17		17	Cabinet May
26 Transforming Services	200				200	Cabinet October
Changes Approved	778	264	422	193	1,657	
Approved Estimate December Cabinet					83,309	

NOTES

- 1 When additional budget is approved, a funding source is agreed with the Lead Member of Finance. Transactions in column 1 have been funded from a usable reserve (Development Fund).
- 2 If additional budget is approved but no funding is specified, the transaction would, by default, be funded from the General Fund Reserve. Transactions in column 2 are funded by the General Fund.
- 3 A provision for future redundancy costs is created every year and this is used to fund additional budget in services for the costs of redundancy they incur during the year. Transactions in column 3 are redundancy costs funded by the provision for redundancy.
- 4 Transactions in column 4 are amounts approved in the annual budget which for various reasons need to be allocated to service budgets in-year. An example would be the pay reward budget. Pay reward payments are not approved until June. The budget therefore has to be re-allocated.



Note 1 – Reduced Council Tax and Business Rates collections in February and March coupled with the commitment to pay out £16m of LEP funding in March 2017 is forecast to cause the decrease in cash balances towards the end of the financial year 2016/17.

Note 2 – An increase in borrowing by £5m is forecast in March 2017 to fund the cash shortfall created by the commitment to pay out LEP funding during the month. This is a short term requirement with the intention to repay the loan when the 2017/18 instalment of LEP funding is received in early April 2017. Further borrowing will be required later in the year with the first instalment of borrowing forecast towards the end of April 2017, coinciding with the April payroll date.

Note 3 – Assumptions may be revised when the capital programme for 2017/18 is approved by Council in February 2017.

Portfolio Summary	2016/17 Original Budget			New Schemes – 2016/17 Approved Estimate			Schemes Approved in Prior Years			Projections – Gross Expenditure					
	Gross	Income	Net	Gross	Income	Net	Gross	Income	Net	2016/17 Projected	2016/17 SLIPPAGE Projected	TOTAL Projected	VARIANCE Projected	VARIANCE Projected	
	£000's	£000's	£000's	£000's	£000's	£000's	£000's	£000's	£000's	(£'000)	(£'000)	(£'000)	(£'000)	(%)	
Community & Corporate Services															
SMILE Leisure	428	(120)	308	1,378	(120)	1,258	46	(14)	32	1,184	240	1,424	0	0%	
Community Facilities	155	0	155	330	(200)	130	17	0	17	347	0	347	0	0%	
Outdoor Facilities	370	(100)	270	597	(154)	443	760	(486)	274	1057	300	1,357	0	0%	
Property & Development	0	0	0	30	0	30	512	0	512	435	107	542	0	0%	
Governance, Policy, Performance_Partnerships	588	0	588	340	0	340	406	0	406	746	0	746	0	0%	
Regeneration & Economic Development	6,377	(185)	6,192	8,288	(495)	7,793	4,812	(1,075)	3,737	10,264	2,834	13,098	(2)	0%	
Total Community & Corporate Services	7,918	(405)	7,513	10,963	(969)	9,994	6,553	(1,575)	4,978	14,033	3,481	17,514	(2)	(0)	
Operations & Customer Services															
Technology & Change Delivery	0	0	0	0	0	0	335	(6)	329	335	0	335	0	0%	
Revenues & Benefits	0	0	0	162	0	162	48	0	48	210	0	210	0	0%	
Customer Services	0	0	0	100	0	100	276	0	276	376	0	376	0	0%	
Green Spaces & Parks	343	(308)	35	436	(322)	114	269	(136)	133	705	0	705	0	0%	
Highways & Transport	9,609	(3,155)	6,454	10,519	(3,555)	6,964	2,117	(892)	1,225	11,963	673	12,636	0	0%	
Community, Protection & Enforcement Services	890	(380)	510	960	(380)	580	992	(721)	271	1,952	0	1,952	0	0%	
Libraries, Arts & Heritage	367	(295)	72	367	(295)	72	468	(147)	321	835	0	835	0	0%	
Total Operations & Customer Services	11,209	(4,138)	7,071	12,544	(4,552)	7,992	4,505	(1,902)	2,603	16,376	673	17,049	0	0	
Adult, Children & Health															
HR	0	0	0	0	0	0	0	0	0	0	0	0	0	0%	
Adult Social Care	41	0	41	48	0	48	217	(185)	32	267	0	267	2	5%	
Housing	0	0	0	0	0	0	2,397	(2,017)	380	1,197	0	1,197	(1,200)	0%	
Non Schools	0	0	0	134	(89)	45	305	(233)	72	439	0	439	0	0%	
Schools – Non Devolved	4,550	(4,190)	360	5,732	(3,767)	1,965	2,043	(2,043)	0	7,625	0	7,625	(150)	-3%	
Schools – Devolved Capital	250	(250)	0	964	(964)	0	1,085	(1,085)	0	2,052	0	2,052	3	1%	
Total Adult, Children & Health	4,841	(4,440)	401	6,878	(4,820)	2,058	6,047	(5,563)	484	11,580	0	11,580	(1,345)	0	
Total Committed Schemes	23,968	(8,983)	14,985	30,385	(10,341)	20,044	17,105	(9,040)	8,065	41,989	4,154	46,143	(1,347)	0	
Portfolio Total	23,968			47,490						41,989					
External Funding															
Government Grants	(7,890)			(12,468)						(12,319)					
Developers' Contributions	(933)			(5,845)						(4,695)					
Other Contributions	(160)			(1,068)						(1,068)					
Total External Funding Sources	(8,983)			(19,381)						(18,082)					
Total Corporate Funding	14,985			28,109						23,907					

Capital Monitoring Report - December 2016-17

At 31 December 2016, the approved estimate stood at £47.490m

	Exp	Inc	Net
	£'000	£'000	£'000
Approved Estimate	47,490	(19,381)	28,109
Variances identified	(1,347)	999	(348)
Slippage to 2017/18	(4,154)	300	(3,854)
Projected Outturn 2016/17	41,989	(18,082)	23,907

Overall Projected Expenditure and Slippage

Projected outturn for the financial year is £41.989m

Variances are reported as follows.

Governance, Policy, Performance & Partnership

CY07	Challenge Prize Scheme	(10)	0	(10)	Revised Estimate
CY09	Superfast Broadband in Berkshire (2014/16)	10	0	10	Unforeseen Costs

Schools - Non Devolved

CSDW	Prep work for future expansion schemes - 2013-14	(28)	28	0	Budget no longer required
CSEU	Riverside (Ellington) Primary expansion 2014-15	(37)	37	0	Final account now agreed
CSGM	Dedworth Green Drainage Improvements-2015-16	(14)	14	0	Budget no longer required
CSGU	Holy Trinity Sunningdale Bulge Classroom	(70)	70	0	Final account agreed.
CSFF	School Kitchens	(150)	150	0	Revised Business Case
CSGF	Woodlands Park School Roof-2015-16	(20)	20	0	Revised Business Case
CSHA	Woodlands Park School Internal Remodelling	170	(170)	0	Revised Business Case

Adult Social Care

CT43	Courthouse Road Conversion of Garage	2	0	2	Final cost of Gas Main
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Housing

CT51	Affordable Home Ownership Capital Investment	(500)	500	0	Budget no longer required. S106 funding will be used to fund the Brill House project in 2017/18
CT49	Provision of Additional Travellers Pitches 2014-15	(700)	350	(350)	Planning Permission refused/delayed
		<u>(1,347)</u>	<u>999</u>	<u>(348)</u>	

Slippage is reported as follows

SMILE Leisure

CZ44	Charters L.C. Expansion	(240)	0	(240)	Scheme at design stage
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Outdoor Spaces

CZ49	P&OS - Victory Field Pavilion Centre	(300)	300	0	Project review to be undertaken by Parish
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Highways & Transport

CD15	Bridge Strengthening Scheme	(65)	0	(65)	Victoria Bridge waterproofing scheme - slipped to next financial year due to other works in area.
CD72	Preliminary Flood Risk-Assessments	(18)	0	(18)	PFRA due 2017. Awaiting government guidance.
CD42	Maidenhead Station Interchange & Car Park	(500)	0	(500)	Scheme still in feasibility stage.
CD79	A329 London Rd/B383 Roundabout-Scheme Development	(90)	0	(90)	Slippage to supplement 'scheme delivery' budget in 2017-18 (if approved)

Property & Development

CX22	St Mary's Hse-External replace/decor roof 2014-15	(64)	0	(64)	Scheme to progress in 2017/18.
CX28	Ray Mill Road Residential Development	(43)	0	(43)	Project has commenced. The remaining budget will be required next year.

Regeneration

CI29	Broadway Opportunity Area-Nicholsons CP 2015-16	(2,700)	0	(2,700)	The construction of the extended car park is currently on hold and being reviewed. The project will not commence this financial year.
CI31	Community Infrastructure Levy CIL	(12)	0	(12)	Expenditure due to occur in April 2017
CI48	Development Manager, Maidenhead Regeneration	(100)	0	(100)	Reform Road feasibility work has been paused while the JV procurement progresses.
CX20	Ross Road - repairs & redecoration	(22)	0	(22)	Project to commence during 2017/18.
		<u>(4,154)</u>	<u>300</u>	<u>(3,854)</u>	

Overall Programme Status

The project statistics show the following position:

Scheme progress	No.	%
Yet to Start	92	17%
In Progress	296	56%
Completed	115	22%
Ongoing Programmes e.g.. Disabled Facilities Grant	28	5%
Devolved Formula Capital Grant schemes budgets devolved to schools	1	0%
Total Schemes	532	100%