

# COUNCIL BUDGET - 2018/19 REVENUE AND CAPITAL MONTH 7 BUDGET MONITORING

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<b>Cabinet Portfolio</b>	Finance, Property and Business Services
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<b>Papers with report</b>	Appendices A – F

## HEADLINE INFORMATION

<b>Purpose of report</b>	<p>This report provides the Council's forecast financial position and performance against the 2018/19 revenue budgets and Capital Programme.</p> <p>An underspend of £241k is reported against 2018/19 General Fund revenue budgets as of October 2018 (Month 7), representing a minor adverse movement of £18k from the position reported to Cabinet at Month 6.</p> <p>The latest positions on other funds and the Capital Programme are detailed within the body of this report, with continuing pressures on High Needs placements in the Schools Budget feeding through to a projected £7,665k cumulative deficit on the ringfenced Dedicated Schools Grant account. This represents an adverse movement of £700k on the previously reported position.</p>
<b>Contribution to our plans and strategies</b>	<p><b>Putting our Residents First: <i>Financial Management</i></b></p> <p>Achieving Value for Money is an important element of the Council's Medium Term Financial Plan.</p>
<b>Financial Cost</b>	N/A
<b>Relevant Policy Overview Committee</b>	Corporate Services and Partnerships
<b>Ward(s) affected</b>	All

## RECOMMENDATIONS

### That Cabinet:

1. Note the budget position as at October 2018 (Month 7) as outlined in Table 1.
2. Note the Treasury Management update as at October 2018 at Appendix E.
3. Continue the delegated authority up until the next Cabinet meeting to the Chief Executive to approve any consultancy and agency assignments over £50k, with final sign-off of any assignments made by the Leader of the Council. Cabinet are also asked to note those consultancy and agency assignments over £50k approved under delegated authority between 15th November and 13th December 2018 Cabinet meetings, detailed at Appendix F.
4. Agree a Fixed Penalty Notice for small scale fly tipping at a maximum penalty of £400.
5. Accept £100k of grant funding from the Environment Agency, Thames Regional Flood and Coastal Committee, to undertake a catchment plan within the Borough to reduce flood risk. Furthermore, that Cabinet delegate authority to the Deputy Chief Executive and Corporate Director of Residents Services, in consultation with the Leader of the Council and Cabinet Member for Finance, Property and Business Services, to appoint flood risk consultants from the grant monies accepted above.
6. Approve acceptance of gift funding of up to £22k in relation to a Planning Performance Agreement in accordance with the provisions of Section 93 of the Local Government Act 2003 for Unit 2 Skyline Business Park, Great South West Road.

## INFORMATION

### Reasons for Recommendations

1. The reason for **Recommendation 1** is to ensure that the Council achieves its budgetary objectives, providing Cabinet with an update on performance at Month 6 against budgets approved by Council on 22 February 2018. An update on the Council's Treasury Management activities is signposted in **Recommendation 2**.
2. **Recommendation 3** is intended to enable continued delegation of approval for appointment of consultancy and agency appointments over £50k to the Chief Executive, with final sign-off from the Leader of the Council. In addition, Appendix F reports on use of this delegated authority previously granted by Cabinet.
3. In May 2016, the Unauthorised Deposit of Waste (Fixed Penalties) Regulations 2016 were introduced. These regulations insert provisions into the Environmental Protection Act 1990 to allow authorised officers from a waste collection authority to issue an FPN of no less than £150 and not more than £400, to any person depositing waste on any land rather than littering. **Recommendation 4** requests Cabinet to approve the FPN at the maximum penalty of £400.
4. The Council has received funding from the Environment Agency to prepare, through the appointment of specialist consultants, a catchment plan which will review the areas which contribute most to flooding in the Borough. With over 33,000 properties potentially at risk of flooding in a variety of locations, the plan will identify integrated opportunities to reduce flooding that can be used to secure wider funding opportunities. The plan will inform a deliverable programme of works which will provide multiple benefits to residents, such as small scale projects to slow the flow of water to areas which affect homes. **Recommendation 5** therefore seeks authority to accept and utilise this funding.

5. Gift funding has been offered by developers which if accepted by Cabinet will be utilised to fund dedicated staff to support this pre-application and application work. **Recommendation 6** seeks authority from Cabinet to approve the acceptance of £22k, in relation to the major development of the Unit 2 Skyline Business Park, Great South West Road.

## SUMMARY

### REVENUE

6. General Fund revenue budgets are projected to underspend by £241k as at Month 7, a minor adverse movement of £18k from month 6, although this comprises of a number of reported pressures such as growing demand for Children's Services and the cost of Fleet Management operations being offset through a range of measures including; workforce underspends, reduced capital financing costs, release of General Contingency and deployment of Earmarked Reserves. Within this position, there remains £477k uncommitted General Contingency available to manage emerging issues over the remainder of this financial year.
7. General Fund Balances are expected to total £39,612k at 31 March 2019, under the assumption that the remaining Unallocated Budgets are utilised in-year, and reflecting the planned £950k drawdown from the £40,321k opening General Balances.
8. Of the £10,655k savings included in the 2018/19 budget, £8,805k are either banked or classed as 'on track for delivery', with £1,850k classified as being higher risk or in the early stages of delivery. Ultimately, all £10,655k savings are expected to be delivered in full or met through alternative mechanisms. Any items with potential issues will be covered by alternative in-year savings proposals and management actions.
9. A surplus of £1,090k is reported within the Collection Fund relating to favourable positions on both Council Tax and Business Rates, which is predominantly driven by strong growth in Business Rates in the borough and a carry forward surplus within Council Tax and represents a £2k improvement on Month 6. Any surplus realised at outturn will be available to support the General Fund budget in future years.
10. The Dedicated Schools Grant is projecting an in-year overspend of £3,540k at Month 7, an adverse movement of £700k from Month 6. This overspend is largely due to continuing pressures in the cost of High Needs, although £254k of the adverse movement relates to increased use of alternative provision and results in a forecast carry forward cumulative deficit of £7,665k at 31 March 2019. At Month 7, this position on the Schools Budget has been exacerbated by the decision by the Department for Education to clawback £443k Early Years funding due to lower than anticipated demand for the new extended fifteen hours of free childcare.
11. As previously noted, it is becoming increasingly unlikely that this pressure can be contained within the Schools Budget, and therefore the longer-term solution to this pressure represents a significant risk within the context of the Council's own medium term financial planning. This is a problem across the sector and as such, there is significant lobbying of government in progress.

## **CAPITAL**

12. As at Month 7 an underspend of £115k is reported across the £392,642k General Fund Capital Programme, with no material variances reported at individual project level. While a favourable variance of £1,227k is reported on capital grant income, a £1,900k shortfall in capital receipts and CIL is expected to result in a £558k pressure against £178,625k budgeted Prudential Borrowing. Slippage in planned capital expenditure from 2018/19 is expected to reduce the in year borrowing requirement by £37,310k from £72,377k and therefore impact favourably on debt financing costs for 2019/20.

## FURTHER INFORMATION

### General Fund Revenue Budget

13. An underspend of £241k is reported across normal operating activities at Month 7, although this includes a number of underlying pressures including Children's Services Placements and Fleet Management. These are being contained at a corporate level through the use of workforce underspends, Earmarked Reserves, uncommitted General Contingency budget and favourable variances on Corporate Operating Budgets arising from slippage in borrowing required to support capital investment.
14. £10,655k of savings are included in the 2018/19 General Fund revenue budget. Currently £6,909k are banked, delivery is currently in progress against £1,896k of savings, £1,850k are tracked as amber due to either being in the early stages of delivery or deemed higher risk although all savings are expected to ultimately be delivered in full or met through alternative measures. Since Month 6, £204k of savings have been moved to banked, amber savings are at £1,850k, a reduction of £150k from Month 6.

**Table 1: General Fund Overview**

Original Budget £'000	Budget Changes £'000	Service	Month 7		Variance (As at Month 7) £'000	Variance (As at Month 6) £'000	Movement from Month 6 £'000
			Revised Budget £'000	Forecast Outturn £'000			
207,578	(1,192)	Directorate Operating Budgets	206,386	206,610	224	201	23
4,878	1,308	Corporate Operating Budgets	6,186	5,743	(443)	(438)	(5)
8,929	(987)	Development & Risk Contingency	7,942	7,942	0	0	0
200	0	HIP Initiatives	200	200	0	0	0
(1,249)	871	Unallocated Budget Items	(378)	(378)	0	0	0
<b>220,336</b>	<b>0</b>	<b>Sub-total Normal Activities</b>	<b>220,336</b>	<b>220,117</b>	<b>(219)</b>	<b>(237)</b>	<b>18</b>
0	0	<u>Exceptional Items</u> None Reported	0	0	0	0	0
<b>220,336</b>	<b>0</b>	<b>Total Net Expenditure</b>	<b>220,336</b>	<b>220,117</b>	<b>(219)</b>	<b>(237)</b>	<b>18</b>
(219,386)	0	Budget Requirement	(219,386)	(219,408)	(22)	(22)	0
<b>950</b>	<b>0</b>	<b>Net Total</b>	<b>950</b>	<b>709</b>	<b>(241)</b>	<b>(259)</b>	<b>18</b>
(40,321)	0	Balances b/fwd	(40,321)	(40,321)			
<b>(39,371)</b>	<b>0</b>	<b>Balances c/fwd 31 March 2019</b>	<b>(39,371)</b>	<b>(39,612)</b>			

15. General Fund Balances are projected to total £39,612k at 31 March 2019 as a result of the planned drawdown of £950k being reduced by the £241k projected in year underspend. The Council's current MTFE assumes that unallocated balances will remain between £15,000k and £32,000k to manage emergent risks, with any sums above that level earmarked for use to smooth the impact of government funding cuts.

## Directorate Operating Budgets

16. Directorate Operating Budgets represent the majority of the Council's investment in day-to-day services for residents, with more volatile or demand-led areas of activity tracked separately through the Development and Risk Contingency. Further information on the latest projections for each service is contained within Appendix A to this report, with salient risks and variances within this position summarised in the following paragraphs.

**Table 2: Directorate Operating Budgets**

Original Budget £'000	Budget Changes £'000	Service	Month 7		Variance (As at Month 7) £'000	Variance (As at Month 6) £'000	Movement from Month 6 £'000	
			Revised Budget £'000	Forecast Outturn £'000				
7,591 (1,092)	427 0	Chief Executive's Office	Expenditure	8,018	7,940	(78)	(108)	30
			Income	(1,092)	(1,163)	(71)	(44)	(27)
<b>6,499</b>	<b>427</b>		<b>Sub-Total</b>	<b>6,926</b>	<b>6,777</b>	<b>(149)</b>	<b>(152)</b>	<b>3</b>
17,262 (3,170)	(1,603) 0	Finance	Expenditure	15,659	15,737	78	140	(62)
			Income	(3,170)	(3,580)	(410)	(407)	(3)
<b>14,092</b>	<b>(1,603)</b>		<b>Sub-Total</b>	<b>12,489</b>	<b>12,157</b>	<b>(332)</b>	<b>(267)</b>	<b>(65)</b>
116,355 (43,096)	1,922 (1,667)	Residents Services	Expenditure	118,177	118,593	316	576	(260)
			Income	(44,663)	(44,504)	259	54	205
<b>73,259</b>	<b>255</b>		<b>Sub-Total</b>	<b>73,514</b>	<b>74,089</b>	<b>575</b>	<b>630</b>	<b>(55)</b>
142,505 (28,777)	2,801 (3,072)	Social Care	Expenditure	145,306	145,624	318	2,078	(1,760)
			Income	(31,849)	(32,037)	(188)	(2,088)	1,900
<b>113,728</b>	<b>(271)</b>		<b>Sub-Total</b>	<b>113,457</b>	<b>113,587</b>	<b>130</b>	<b>(10)</b>	<b>140</b>
<b>207,578</b>	<b>(1,192)</b>	<b>Total Directorate Operating Budgets</b>		<b>206,386</b>	<b>206,610</b>	<b>224</b>	<b>201</b>	<b>23</b>

17. An underspend of £149k is reported on the Chief Executive's Office budgets at Month 7 as a result of vacancies and non-staffing underspends and the overachievement of income within Human Resources. Across Finance, a net underspend of £332k is projected as a result of vacant posts across the directorate while compensatory variances on income and expenditure relate to revisions to grant funding to support Housing Benefit administration and associated investment in additional staffing.
18. A net pressure of £575k is reported across Residents Services, representing a favourable movement of £55k on the previously reported position at Month 6. The favourable movement results from reductions in staffing forecasts in Administration, Technical and Business Services of £109k, Capital and Planned Works £47k and Planning £13k offset by adverse movement from pressures on Fleet £83k, Highways and Street Lighting £38k, and other minor favourable movements across the group.
19. The Residents Services position for Month 7 incorporates pressures of £766k linked to vehicle hire and maintenance in Fleet services, £90k feasibility costs for Capital and Planned works, £159k on Residual Education functions and £248k on Green Spaces which are offset by staffing vacancies and the use of Earmarked reserves to support services. A range of management actions are being undertaken which are expected to improve this position and reduce the forecast deployment of Earmarked Reserves to support these priority services.

20. A net £130k overspend is reported across Social Care budgets, representing an adverse movement of £140k from Month 6 which results from movements in staffing costs and income offset by reductions in forecast costs of placements during the month. Overall there is an overspend on the current level of agency staff to cover essential and hard to fill posts, legal costs and the cost of supporting Section 17 cases within Children Services amounting to a net £405k pressure. A favourable movement on client income offsets these pressures for Adult Social Care Placements. In addition, the headline position incorporates pressures arising from higher placement costs following slippage in opening the Parkview development which are expected to be funded through liquidated damages from the contractor. Similarly, the management of this position is currently dependent on drawdown of earmarked reserves which are expected to reduce as the year progresses and the impact of management actions and new ways of working are delivered.
21. The Council is permitted to finance the costs associated with service transformation from Capital Receipts, with both one-off implementation costs and the support for service transformation, including the BID team, being funded from this resource. Current projections include an estimate of £2,213k for such costs, which will continue to be reviewed over the remainder of the year and have been excluded from reported monitoring positions. It is anticipated that these costs will be financed from a combination of Capital Receipts and Earmarked Reserves.

### Progress on Savings

22. Savings of £10,655k were included in the 2018/19 budget, of which either £8,805k are banked or on track for delivery which is an improved position from Month 6. £1,850k savings are in the early stages of delivery or potentially subject to greater risk to delivery, an improved position from Month 6, however ultimately all £10,655k savings are expected to be either delivered in full or replaced with alternative initiatives. Any items with potential issues will be covered by alternative in-year savings proposals and management actions.

**Table 3: Savings Tracker**

2018/19 General Fund Savings Programme	CEO	Finance	Residents Services	Social Care	Cross-Cutting	Total 2018/19 Savings	
	£'000	£'000	£'000	£'000	£'000	£'000	%
B Banked	(58)	(728)	(2,444)	(3,432)	(247)	<b>(6,909)</b>	<b>64.8%</b>
G On track for delivery	0	0	(320)	(1,020)	(556)	<b>(1,896)</b>	<b>17.8%</b>
A Potential significant savings shortfall or a significant or risky project which is at an early stage;	0	0	(350)	(476)	(1,024)	<b>(1,850)</b>	<b>17.4%</b>
R Serious problems in the delivery of the saving	0	0	0	0	0	<b>0</b>	<b>0.0%</b>
<b>Total 2018/19 Savings</b>	<b>(58)</b>	<b>(728)</b>	<b>(3,114)</b>	<b>(4,928)</b>	<b>(1,827)</b>	<b>(10,655)</b>	<b>100.0%</b>

## Corporate Operating Budgets

23. Corporately managed expenditure includes the revenue costs of the Council's Capital Programme, the net impact of Housing Benefit Subsidy arrangements on the Council, externally set levies and income arising from the provision of support services to other funds and ring-fenced budgets.
24. An underspend of £443k is reported against Corporate Operating Budgets as at Month 7 an improvement of £5k from Month 6. As a result of anticipated capital expenditure and associated borrowing being deferred from 2018/19, a £499k underspend is forecast. Externally set levies are reporting a pressure of £63k in relation to additional investment to support implementation of the West London District Coroners Service Improvement Plan. All other levies have been confirmed by awarding bodies and are not expected to vary materially over the remainder of the financial year.

**Table 4: Corporate Operating Budgets**

Original Budget £'000	Budget Changes £'000	Service	Month 7		Variance (As at Month 7) £'000	Variance (As at Month 6) £'000	Movement from Month 6 £'000	
			Revised Budget £'000	Forecast Outturn £'000				
0	0	Interest and Investment Income	Salaries	0	0	0	0	0
6,259	(592)		Non-Sal Exp	5,667	5,168	(499)	(501)	2
(371)	100		Income	(271)	(271)	0	0	0
<b>5,888</b>	<b>(492)</b>		<b>Sub-Total</b>	<b>5,396</b>	<b>4,897</b>	<b>(499)</b>	<b>(501)</b>	<b>2</b>
480	0	Levies and Other Corporate Budgets	Salaries	480	478	(2)	0	(2)
11,237	1,873		Non-Sal Exp	13,110	13,168	58	63	(5)
(11,602)	(72)		Income	(11,674)	(11,674)	0	0	0
<b>116</b>	<b>1801</b>		<b>Sub-Total</b>	<b>1,916</b>	<b>1,972</b>	<b>56</b>	<b>63</b>	<b>(7)</b>
0	0	Housing Benefit Subsidy	Salaries	0	0	0	0	0
147,529	(0)		Non-Sal Exp	147,529	147,529	0	0	0
(148,654)	(0)		Income	(148,654)	(148,654)	0	0	0
<b>(1,125)</b>	<b>0</b>		<b>Sub-Total</b>	<b>(1,125)</b>	<b>(1,125)</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>4,878</b>	<b>1,309</b>	<b>Total Corporate Operating Budgets</b>		<b>6,187</b>	<b>5,744</b>	<b>(443)</b>	<b>(438)</b>	<b>(5)</b>

## Development & Risk Contingency

25. For 2018/19, £8,929k was set aside to manage uncertain elements of budgets within the Development & Risk Contingency, which included £7,929k in relation to specific risk items and £1,000k as General Contingency to manage unforeseen issues. Cabinet at Month 6 approved the release of those elements of the Development and Risk Contingency relating to prior years, items which were uncertain at the time of budget setting and are now confirmed into base budgets. The impact of these changes reduces the funding for the Development and Risk Contingency by £987k in 2018/19 to £7,942k. At this stage in the financial year, a breakeven position is projected against this provision, which represents no change from the projection at Month 6. Within this position, £477k of General Contingency remains available to manage emerging risks.

**Table 5: Development & Risk Contingency**

Original Budget £'000	Budget Changes £'000	Service	Month 7		Variance (As at Month 7) £'000	Variance (As at Month 6) £'000	Movement from Month 6 £'000	
			Revised Budget £'000	Forecast Outturn £'000				
291	(291)	Fin.	Uninsured claims	0	0	0	0	
1,736	0	Residents Services	Impact of Welfare Reform on Homelessness	1,736	938	(798)	(778)	(20)
1,172	0		Waste Disposal Levy & Associated Contracts	1,172	772	(400)	(400)	(0)
200	0		Heathrow Expansion Challenge Fund	200	200	0	0	0
1,885	0	Social Care	Asylum Service	1,885	1,985	100	100	0
797	(394)		Demographic Growth - Looked After Children	403	1,172	769	769	0
367	0		Demographic Growth - Children with Disabilities	367	755	388	364	24
277	0		Social Worker Agency Contingency	277	376	99	122	(23)
443	(184)		SEN transport	259	589	330	330	0
730	258		Demographic Growth - Adult Social Care	988	1,078	90	40	50
50	0		Winterbourne View	50	0	(50)	0	(50)
0	1,041		Winter Funding – Social Care Activity	1,041	1,041	0	0	0
0	(1,041)		Additional Grant	(1,041)	(1,041)	0	0	0
381	(376)	Corp. Items	Apprenticeship Levy	5	0	(5)	(5)	0
(400)	0		Additional Investment Income	(400)	(400)	0	0	0
1,000	0		General Contingency	1,000	477	(523)	(542)	19
<b>8,929</b>	<b>(987)</b>	<b>Total Development &amp; Risk Contingency</b>		<b>7,942</b>	<b>7,942</b>	<b>0</b>	<b>0</b>	<b>0</b>

26. The managed reduction in households accommodated in Bed and Breakfast seen throughout 2017/18 has continued into 2018/19, with projections assuming that the number of households will be maintained at 130, 20 below MTFE assumptions for the remainder of the year. In addition, continuing management action to reduce the costs and use of Temporary Accommodation through maintaining a high number of placements into the private sector is expected to deliver a £798k underspend against contingency provision, an improvement of £20k from Month 6.

27. The call on the Waste contingency reflects an underspend of £400k for Month 7 against the budgeted provision of £1,172k, to fund estimated population driven increases in the cost of disposal via the West London Waste Authority (WLWA) levy and associated waste disposal contracts. Waste tonnages to date have shown an increase compared to the same period last year, but the rate of increase has slowed recently (in particular that for organic waste, which has been affected by the very dry summer). Current projections indicate that costs can be managed within the reduced contingency sum.
28. As at Month 7 the Asylum service is projecting a drawdown of £1,985k from the contingency, an overspend of £100k, no change from the Month 6 forecast. The overspend relates to a drop in the level of income received as well as an increase in the number of UASC, which the Council remains responsible for. These USAC's are not being transferred in accordance with the National Transfer Agreement, which was introduced in 2016 due to a slowdown in the number of authorities now willing to take them.
29. The forecast overspend of £769k on the contingency provision for Looked After Children remains unchanged from Month 6. The overspend is a result of a continuing increase in the number of high cost Residential placements, where the Service has had to place children outside of the Borough. The unit cost of placement has increased from an average of £3,400 per week to £4,000 per week, and the length of stay is now longer than in previous years due to the complex nature of the support required. It is also evident that the type of places needed are becoming increasingly harder to source as other Councils are trying to secure similar places.
30. The Children with Disabilities service is projecting a draw down of £755k from the Contingency, representing a £388k forecast overspend, an adverse movement of £24k from Month 6 projections. The service have taken steps to review individual placements to ascertain whether any of the placements should be part funded by external partners, such as education and health and anticipate that a number of placements will be part funded.
31. The service is projecting a drawdown of £1,078k from the Demographic Growth for Adult Social Care contingency, a pressure of £90k, £50k adverse from Month 6. The service continues to show signs of growth in the number of and complexity of Social Care placements especially those with Learning Disability and Mental Health issues which are offset by more certainty in the numbers of new placements for Transitional Children as they transfer into Adult Social Care.
32. On 17 October 2018, the Department of Health and Social Care confirmed funding allocations totalling £240m of additional funding for councils to spend on adult social care services to help councils alleviate winter pressures on the NHS, getting patients home quicker and freeing up hospital beds across England. Hillingdon will receive £1,041k of this funding, which will be managed through contingency and applied to ensure appropriate social care packages are in place for those leaving hospital with eligibility for social care.
33. The service is projecting a drawdown of £376k from the Social Worker agency contingency, an Improvement of £23k from the Month 6 position, reflecting the latest recruitment success of Newly Qualified Social Workers. This contingency reflects the additional cost of using agency staff to cover essential Social Worker posts as the recruitment of Social Workers continues to be very competitive.
34. No other material variances are reported against specific contingency items; with a minor £5k underspend on the Apprenticeship Levy reflecting current payroll expenditure. To date there have been no specific calls on the £1,000k General Contingency, and it has been assumed

that £523k of this sum will be applied to fund the pressures outlined above, with the remaining £477k to manage emerging issues.

## HIP Initiatives

35. £200k of HIP Initiative funding is included in the 2018/19 General Fund revenue budget, which is supplemented by £899k brought forward balances, to provide £1,099k resources. £128k of projects have been approved through HIP Steering Group for funding from resources as at Month 7, leaving £971k available for future release.

**Table 6: HIP Initiatives**

Original Budget £'000	Budget Changes £'000	HIP Initiatives	Month 6		
			Revised Budget £'000	Approved Allocations £'000	Unallocated Balance £'000
200	0	HIP Initiatives Budgets	200	0	(200)
0	899	B/fwd Funds	899	128	(771)
<b>200</b>	<b>899</b>	<b>Total HIP Initiatives</b>	<b>1,099</b>	<b>128</b>	<b>(971)</b>

## Schools Budget

36. At Month 7 the Dedicated Schools Grant position is an in-year overspend of £3,540k. This is predominantly due to continuing pressures in the cost of High Needs. When the £4,125k deficit brought forward from 2017/18 is taken into account, the forecast deficit to carry forward to 2019/20 is £7,665k. This represents an adverse movement of £700k on the previously reported position, with £503k of this movement attributable to the continuing High Needs pressure, £254k is attributable to alternative provision for children excluded from school which continues to worsen following the start of the new academic year.
37. In addition, the Month 7 position includes a £57k improvement on Early Years which reflects the adjustment to the two year old funding to reflect the number of children accessing the entitlement based upon the January 2018 census.
38. The in year overspend of £3,540k as at Month 7 is made up of £2,936k High Needs linked to the transfer of pupils from statements to EHCP's, £416k to alternative provision for pupils not attending mainstream provision, £499k for early years provision offset by £311k underspend due to the decision of Schools Forum to withhold growth contingency where pupil growth is not sufficient to require the need for this funding.

## Collection Fund

39. A £1,090k surplus is projected against the Collection Fund at Month 7, a £2k improvement from Month 6, which is made up of a £715k surplus on Council Tax and a £375k surplus on Business Rates. The Council Tax surplus is largely as a result of strong in-year collection rates contributing £216k and the brought forward surplus of £499k relating to better than expected performance during 2017/18. The favourable variance across Business Rates is due to strong growth in Business Rates as a number of new developments in the borough have been brought into rating, with a £815k in-year surplus being sufficient to offset the brought forward deficit of £440k.

## Housing Revenue Account

40. The Housing Revenue Account is currently forecasting a £292k favourable variance, resulting in a drawdown of reserves of £21,145k. This results in a projected 2018/19 closing HRA

General Balance of £15,963k, with the use of reserves funding investment in new housing stock. The headline monitoring position incorporates underspends of £722k mainly in relation to planned works and contingency, offsetting a £430k income pressure predominantly from rental income.

### **Future Revenue Implications of Capital Programme**

41. Appendix D to this report outlines the forecast outturn on the 2018/19 to 2022/23 Capital Programme, with a £115k underspend projected over the five-year programme. Alongside a marginal variance on Government Grant income and a less favourable outlook for Capital Receipts, Prudential Borrowing is projected to be £558k higher than the £178,625k revised budget. This uplift has been factored into the planned £10,410k growth in capital financing costs over the MTFF period, any further reductions in anticipated Capital Receipts or increases in project expenditure may necessitate a review of future financing costs.

## Appendix A – Detailed Group Forecasts (General Fund)

### Chief Executive's Office (£149k underspend, £3k improvement)

42. The CEO directorate is reporting an underspend of £149k at Month 7, representing a minor adverse movement of £3k on Month 6. The movement reflects additional staffing costs for a maternity leave cover in Legal, offset against increased income forecasts within the service.

**Table 7: Chief Executive's Office Operating Budgets**

Original Budget £'000	Budget Changes £'000	Service	Month 7		Variance (As at Month 7) £'000	Variance (As at Month 6) £'000	Movement from Month 6 £'000	
			Revised Budget £'000	Forecast Outturn £'000				
1,445	0	Democratic Services	Salaries	1,445	1,469	24	30	(6)
1,750	(29)		Non-Sal Exp	1,721	1,697	(24)	(30)	6
(602)	0		Income	(602)	(611)	(9)	(4)	(5)
<b>2,593</b>	<b>(29)</b>		<b>Sub-Total</b>	<b>2,564</b>	<b>2,555</b>	<b>(9)</b>	<b>(4)</b>	<b>(5)</b>
2,012	(13)	Human Resources	Salaries	1,999	1,921	(78)	(79)	1
361	407		Non-Sal Exp	768	755	(13)	(13)	0
(230)	0		Income	(230)	(272)	(42)	(40)	(2)
<b>2,143</b>	<b>394</b>		<b>Sub-Total</b>	<b>2,537</b>	<b>2,404</b>	<b>(133)</b>	<b>(132)</b>	<b>(1)</b>
1,954	75	Legal Services	Salaries	2,029	2,042	13	(16)	29
69	(13)		Non-Sal Exp	56	56	0	0	0
(260)	0		Income	(260)	(280)	(20)	0	(20)
<b>1,763</b>	<b>62</b>		<b>Sub-Total</b>	<b>1,825</b>	<b>1,818</b>	<b>(7)</b>	<b>(16)</b>	<b>9</b>
5,411	62	Chief Executive's Office Directorat e	Salaries	5,473	5,432	(41)	(65)	24
2,180	365		Non-Sal Exp	2,545	2,508	(37)	(43)	6
(1,092)	0		Income	(1,092)	(1,163)	(71)	(44)	(27)
<b>6,499</b>	<b>427</b>		<b>Total</b>	<b>6,926</b>	<b>6,777</b>	<b>(149)</b>	<b>(152)</b>	<b>3</b>

43. Staffing underspends are reflective of a number of part year vacancies within Legal Services, and the early delivery of 2019/20 MTF savings in Human Resources. A fully resourced Democratic Services establishment is leading to an unachievable managed vacancy factor; however, this is almost fully mitigated by a favourable Special Responsibility Allowances forecast with the recent reduction of two SRA's.
44. Income across the directorate is on track to achieve a projected surplus; primarily as a result of increased newly qualified social worker placements in Human Resources, an increased forecast within Legal Services and an improvement in the Registrars income within Democratic Services.

## Finance (£332k underspend, £65k improvement)

45. The overall position for Finance at Month 7 is a forecast underspend of £332k. This is an improvement of £65k from Month 6, due predominantly to revised assumptions for recruitment within Revenues & Benefits.

**Table 8: Finance Operating Budgets**

Original Budget £'000	Budget Changes £'000	Service	Month 7		Variance (As at Month 7) £'000	Variance (As at Month 6) £'000	Movement from Month 6 £'000	
			Revised Budget £'000	Forecast Outturn £'000				
2,058	(169)	Business Assurance	Salaries	1,889	1,766	(123)	(122)	(1)
1,443	300		Non-Sal Exp	1,743	1,806	63	71	(8)
(567)	0		Income	(567)	(573)	(6)	0	(6)
<b>2,934</b>	<b>131</b>		<b>Sub-Total</b>	<b>3,065</b>	<b>2,999</b>	<b>(66)</b>	<b>(51)</b>	<b>(15)</b>
1,540	0	Procurement	Salaries	1,540	1,583	43	44	(1)
64	0		Non-Sal Exp	64	57	(7)	(9)	2
(35)	0		Income	(35)	(35)	0	0	0
<b>1,569</b>	<b>0</b>		<b>Sub-Total</b>	<b>1,569</b>	<b>1,605</b>	<b>36</b>	<b>35</b>	<b>1</b>
3,505	(170)	Corporate Finance	Salaries	3,335	3,323	(12)	(19)	7
1,785	(1,702)		Non-Sal Exp	83	86	3	9	(6)
(151)	0		Income	(151)	(161)	(10)	(9)	(1)
<b>5,139</b>	<b>(1,872)</b>		<b>Sub-Total</b>	<b>3,267</b>	<b>3,248</b>	<b>(19)</b>	<b>(19)</b>	<b>0</b>
4,277	155	Revenues & Benefits	Salaries	4,432	4,467	35	95	(60)
1,847	(17)		Non-Sal Exp	1,830	1,918	88	80	8
(2,090)	0		Income	(2,090)	(2,475)	(385)	(389)	4
<b>4,034</b>	<b>138</b>		<b>Sub-Total</b>	<b>4,172</b>	<b>3,910</b>	<b>(262)</b>	<b>(214)</b>	<b>(48)</b>
536	0	Pensions, Treasury & Statutory Accounting	Salaries	536	527	(9)	(6)	(3)
207	0		Non-Sal Exp	207	204	(3)	(3)	0
(327)	0		Income	(327)	(336)	(9)	(9)	0
<b>416</b>	<b>0</b>		<b>Sub-Total</b>	<b>416</b>	<b>395</b>	<b>(21)</b>	<b>(18)</b>	<b>(3)</b>
11,916	(184)	Finance Directorate	Salaries	11,732	11,666	(66)	(8)	(58)
5,346	(1,419)		Non-Sal Exp	3,927	4,071	144	148	(4)
(3,170)	0		Income	(3,170)	(3,580)	(410)	(407)	(3)
<b>14,092</b>	<b>(1,603)</b>		<b>Total</b>	<b>12,489</b>	<b>12,157</b>	<b>(332)</b>	<b>(267)</b>	<b>(65)</b>

46. The Business Assurance workforce underspend is largely within Internal Audit and reflects vacancies following the recent BID review of the Service, which is nearing full implementation. A corresponding increased reliance on external consultancy supporting the audit function during the implementation of the new structure is driving the non-staffing pressure for the Business Assurance function as a whole.
47. The underspend on Corporate Finance reflects vacancies within the current establishment. The improvement within Revenues and Benefits is as a result of revisions to recruitment assumptions spread across the Service and staffing adjustments for recent departures of staff which are now built into the forecasts.
48. Pensions, Treasury and Statutory Accounting is reporting an underspend of £21k, principally due to a vacant post held within the service, reduced costs against the external audit contract with Ernst & Young, and increased charges to the Pension Fund for support provided.

## Residents Services (£575k overspend, £55k adverse movement)

49. Residents Services directorate is showing a projected outturn overspend of £575k at Month 7, excluding pressure areas that have identified contingency provisions.

**Table 9: Residents Services Operating Budget**

Original Budget £'000	Budget Changes £'000	Service	Month 7		Variance (As at Month 7) £'000	Variance (As at Month 6) £'000	Movement from Month 6 £'000	
			Revised Budget £'000	Forecast Outturn £'000				
17,187	110	Infrastructure, Waste and ICT	Salaries	17,297	17,142	(155)	(410)	255
35,689	183		Non-Sal	35,872	37,036	1,164	1,663	(499)
(10,543)	(488)		Exp	(11,031)	(11,265)	(234)	(545)	311
<b>42,333</b>	<b>(195)</b>		<b>Income</b>	<b>42,138</b>	<b>42,913</b>	<b>775</b>	<b>708</b>	<b>67</b>
18,547	306	Housing, Environment, Education, Health & Wellbeing	Salaries	18,853	18,210	(643)	(448)	(195)
23,510	863		Non-Sal	24,373	24,868	495	337	158
(17,361)	(1,037)		Exp	(18,398)	(18,037)	361	324	37
<b>24,696</b>	<b>132</b>		<b>Income</b>	<b>24,828</b>	<b>25,041</b>	<b>213</b>	<b>213</b>	<b>0</b>
3,995	16	Planning, Transportatio n & Regeneration	Salaries	4,011	3,813	(198)	(187)	(11)
685	439		Non-Sal	1,124	1,349	225	231	(6)
(4,059)	(231)		Exp	(4,290)	(4,285)	5	1	4
<b>621</b>	<b>224</b>		<b>Income</b>	<b>845</b>	<b>877</b>	<b>32</b>	<b>45</b>	<b>(13)</b>
12,626	6	Administrativ e, Technical & Business Services	Salaries	12,632	12,165	(467)	(340)	(127)
4,116	(1)		Non-Sal	4,115	4,010	(105)	(170)	65
(11,133)	89		Exp	(11,044)	(10,917)	127	174	(47)
<b>5,609</b>	<b>94</b>		<b>Income</b>	<b>5,703</b>	<b>5,258</b>	<b>(445)</b>	<b>(336)</b>	<b>(109)</b>
52,355	438	Residents Services Directorate	Salaries	52,793	51,330	(1,463)	(1,385)	(78)
64,000	1,484		Non-Sal	65,384	67,263	1,779	1,961	(182)
(43,096)	(1,667)		Exp	(44,663)	(44,504)	259	54	205
<b>73,259</b>	<b>255</b>		<b>Income</b>	<b>73,514</b>	<b>74,089</b>	<b>575</b>	<b>630</b>	<b>(55)</b>

50. The overall variance is a result of non-staffing pressures across Fleet Management, Grounds Maintenance and Residual Education functions being offset by staffing underspends across the directorate.
51. The Council's 2018/19 contingency budget contains provision for areas of expenditure or income within Residents Services for which there is a greater degree of uncertainty. The position against these contingency items is shown in Table 2 below. At Month 7, projected calls on contingency are £1,198k below the budgeted provision, a £20k improvement on the Month 6 position. The table below shows the breakdown for each contingency item.

**Table 10: Development and Risk Contingency**

Original Budget	Budget Changes	Development & Risk Contingency	Month 6		Variance (As at Month 7)	Variance (As at Month 6)	Movement from Month 6
			Revised Budget	Forecast Outturn			
£'000	£'000		£'000	£'000	£'000	£'000	£'000
1,736	0	Impact of Welfare Reform on Homelessness	1,736	938	(778)	(778)	(20)
1,172	0	Waste Disposal Levy & Associated Contracts	1,172	772	(400)	(400)	0
200	0	Heathrow Expansion Challenge Fund	200	200	0	0	0
<b>3,108</b>	<b>0</b>	<b>Current Commitments</b>	<b>3,108</b>	<b>1,910</b>	<b>(1,198)</b>	<b>(1,178)</b>	<b>(20)</b>

52. The Month 7 data in Table 11 below shows a continuation of the reduction achieved in 2017/18 of the use of Temporary Accommodation. Although there has been an increase in the number of Households in higher cost Bed & Breakfast over the 2<sup>nd</sup> quarter of 2018/19, the total number accommodated remains below MTFE assumptions made by officers in modelling Supply and Demand.

**Table 11: Housing Needs performance data**

	August 18	September 18	October 18
All Approaches	176	203	190
Full Assessment Required	164	183	186
New into Temporary Accommodation (Homeless and Relief)	21	27	28
Households in Temporary Accommodation	476	483	474
Households in B&B	129	135	133

53. As in previous years, a contingency has been set aside in 2018/19 to resource the procurement of Private Sector placements or the need for Temporary Accommodation in the Borough. The call on contingency relating to homelessness is forecast at £938k, £798k below the budgeted provision, a £20k favourable movement from Month 6. The service is forecasting the number of clients in B&B accommodation will be 130 at the end of the financial year, 20 below MTFE assumptions, whilst reducing the overall use and cost of Temporary Accommodation. This is expected to be achieved through maintaining a high number of placements into the private sector and the continued close monitoring of unit costs. The £20k improvement at month 7 reflects a forecast reduction in the cost of placements into the private sector.
54. The Council will continue to closely monitor this risk, as given the introduction of the Homeless Reduction Act in April 2018, potential pressures could materialise in the remainder of the financial year. Increased prevention and move-on activity could require the service to draw on the Housing Incentives earmarked reserve, with any drawdown being subject to the usual approvals. It should be noted that there has been a notable increase in homeless referrals to the Council from 1st October 2018 when a new 'duty to refer' commenced, placing a new responsibility on statutory and partner organisations to refer homelessness cases to the local authority for assistance. Officers will keep the referral rates to the Council under review.
55. The call on the Waste contingency, to fund estimated population driven increases in the cost of tonnages via the West London Waste Authority (WLWA) levy and associated waste disposal contracts, is forecast at £772k, having been reduced by £400k at Month 6 from the

budgeted provision of £1,172k. Whilst aggregate waste tonnages to date have shown an increase compared to the same period last year, current projections, based on data for the first seven months of the year continue to indicate that costs can be managed within this reduced contingency sum in 2018/19.

### **Infrastructure, Waste and ICT (£775k overspend, £67k adverse)**

56. At Month 7, there is a £775k forecast overspend across the service, arising from a number of variances across service areas reflecting a combination of ongoing staffing and non-staffing pressures. The overall forecast encompasses a number of management actions, which will be closely monitored during the financial year.
57. The forecast pressure for Fleet Management is £766k, representing an £83k adverse movement. The pressure relates primarily to vehicle repairs and maintenance, with a combination of legacy costs from the outgoing contractor and some additional costs from the new contractor. There are also risks associated with increasing fuel costs, potential risks regarding the service's performance in relation to insurance claims and pressures from hired vehicle costs. There are a range of management actions being undertaken and the service has a refreshed Capital Vehicle Replacement Programme in place. The adverse movement reflects the latest profile of this programme with material benefits impacting from early 2019/20.
58. An earmarked reserve drawdown of £500k is offsetting the pressure of £376k in Waste Services (the position is unchanged overall compared with Month 6). The projected underlying overspend results from a temporary increase in overtime payments within the Waste Service due to performance issues with agency staff and wider recruitment difficulties in the refuse/recycling area owing to demand and competition. Non-staffing costs are forecasting a pressure, due to overspends on refuse sacks for green and garden waste and mixed dry recycling.
59. The Highways and Street Lighting service shows a net overspend of £14k (a £38k adverse movement) reflecting latest staffing forecasts and underachievement of the managed vacancy factor due to low staffing turnover. Within this position there is anticipated over-achievement against income targets, attributable to various revenue streams including S38, S278, vehicle crossings and fixed penalties.
60. The Capital and Planned Works service shows a projected pressure of £90k against base budget, a favourable movement of £50k. This reflects the latest forecast of the residual expenditure for staffing costs after forecast fees have been assumed as chargeable to capital projects. The service is reviewing the cost of some of its higher cost agency which could improve the position further.
61. The Corporate Communications Service is showing an overspend of £15k against budget (a £5k favourable movement), attributable to agency cover requirements and printing costs pressures.

### **Housing, Environment, Education, Health & Wellbeing (£213k overspend, £nil movement)**

62. Green Spaces shows an adverse movement of £69k from Month 6 reflecting reactive repairs and maintenance works in Green Spaces above planned provision, and repairs of ageing playground equipment following health and safety inspections. The overall position continues to reflect underspends on hard to recruit posts within Youth services, reductions in income streams as a result of HS2 implementation within Golf and forecast pressures on non-staffing budgets within Parks and Open Spaces.

63. Underspends from vacant posts within Trading Standards and projected underspends on Voluntary sector grants continue to be forecast at Month 7. The wider Public Health position will be influenced by outcomes from the BID review, which is currently focused on areas of contract spend and ensuring efficient provision of mandated services.

#### **Planning, Transportation & Regeneration (£32k overspend, £13k favourable movement)**

64. A net pressure of £32k is reported across the service at Month 7; with a £198k underspend on workforce budgets across Planning Services and Road Safety being offset by £225k pressures across non-staffing budgets and a marginal £5k variance on income. A minor £13k favourable movement is reported from Month 6, primarily due to an internal appointment to a vacant post.
65. Workforce underspends continue to reflect challenging market conditions for the recruitment and retention of professional Planning Officers, with a corresponding increase in reliance on external consultancy contributing towards the non-staffing pressure. The reported non-staffing position includes an in year £130k pressure in fees for outsourced planning applications processing, with the draft budget for 2019/20 making allowance for this uplift.
66. A minor £5k shortfall is projected against the budgeted £4,190k Development and Building Control revenue streams, although these continue to be closely monitored alongside corresponding contract expenditure given both the potential impact of changing property market conditions and the need to maintain sufficient capacity within the service to support Planning Performance Agreements and Pre-Application Advice. As at Month 7 £2,459k or 59% of this forecast income has been banked, which is consistent with the profile achieved in recent years.

#### **Administrative, Technical & Business Services (£445k underspend, £109k improvement)**

67. The service is reporting a forecast underspend of £445k at Month 7, representing a £109k improvement on the month. The underspend is primarily due to high staff turnover and part year vacancies within the administrative support services (Business Services, Technical Administration and the Contact Centre), with slippage on recruitment assumptions delivering the improvement on the month.
68. Within this position, pressures continue to be reported across Car Park and Imported Food revenue income streams. The majority relates to the current underachievement of budgeted income for Cedars and Grainges car parks, which have a forecast pressure of £441k, however, this is mitigated through an anticipated drawdown from Earmarked Reserves. Within the Heathrow Imported Food Unit, income achieved through testing of soil products, prescribed by EU legislation, is reporting a £138k pressure. Updates to the testing lists are due to be published in the coming weeks, which may improve the position and will continue to be monitored closely.

## SOCIAL CARE (£130k overspend, £140k adverse)

69. Social Care is projecting an overspend of £130k as at Month 7, an adverse movement of £140k on the Month 6 projections. It should be noted that the service is managing ongoing cost pressures relating to the cost of Agency Social Workers, Legal Counsel and the provision of Temporary Accommodation for Section 17 cases.

**Table 12: Social Care Operating Budgets**

Original Budget £'000	Budget Changes £'000	Service	Month 7		Variance (As at Month 7) £'000	Variance (As at Month 6) £'000	Movement from Month 6 £'000	
			Revised Budget £'000	Forecast Outturn £'000				
14,762	(6)	Children's Services	Salaries	14,756	14,797	41	79	(37)
17,224	520		Non-Sal Exp	17,744	18,275	531	472	59
(6,483)	(201)		Income	(6,684)	(6,851)	(167)	(165)	(2)
<b>25,503</b>	<b>313</b>		<b>Sub-Total</b>	<b>25,816</b>	<b>26,221</b>	<b>405</b>	<b>386</b>	<b>20</b>
8,358	105	Early Intervention, Prevention & SEND	Salaries	8,463	7,837	(626)	(661)	35
6,044	(105)		Non-Sal Exp	5,939	6,052	113	134	(21)
(2,243)	(14)		Income	(2,257)	(1,953)	304	303	1
<b>12,159</b>	<b>(14)</b>		<b>Sub-Total</b>	<b>12,145</b>	<b>11,936</b>	<b>(209)</b>	<b>(224)</b>	<b>15</b>
4,139	238	Social Care, OPS & PD	Salaries	4,377	4,142	(235)	(236)	1
38,672	(2,220)		Non-Sal Exp	36,452	37,224	772	1,594	(822)
(12,159)	(690)		Income	(12,849)	(13,425)	(576)	(1,404)	828
<b>30,652</b>	<b>(2,672)</b>		<b>Sub-Total</b>	<b>27,980</b>	<b>27,941</b>	<b>(39)</b>	<b>(46)</b>	<b>7</b>
4,208	(496)	Learning Disability and Mental Health Service	Salaries	3,712	3,856	144	109	35
34,031	2,933		Non-Sal Exp	36,964	36,406	(558)	554	(1,112)
(7,291)	(2,145)		Income	(9,436)	(9,055)	381	(702)	1,083
<b>30,948</b>	<b>292</b>		<b>Sub-Total</b>	<b>31,240</b>	<b>31,207</b>	<b>(33)</b>	<b>(39)</b>	<b>6</b>
11,719	411	Provider and Commissioned Care	Salaries	12,130	12,258	128	(10)	138
3,348	1,421		Non-Sal Exp	4,769	4,777	8	43	(35)
(601)	(22)		Income	(623)	(753)	(130)	(120)	(10)
<b>14,466</b>	<b>1,810</b>		<b>Sub-Total</b>	<b>16,276</b>	<b>16,282</b>	<b>6</b>	<b>(87)</b>	<b>93</b>
43,186	252	Social Care Directorate Total	Salaries	43,438	42,890	(548)	(719)	171
99,319	2,549		Non-Sal Exp	101,868	102,784	916	2,797	(1,881)
(28,777)	(3,072)		Income	(31,849)	(32,087)	(238)	(2,088)	1,850
<b>113,728</b>	<b>(271)</b>		<b>Total</b>	<b>113,457</b>	<b>113,587</b>	<b>130</b>	<b>(10)</b>	<b>140</b>

## Social Care Development and Risk Contingency (£1,726k overspend, £1k adverse)

70. The Council's 2018/19 Development and Risk Contingency includes provisions for areas of expenditure within Social Care for which there is a greater degree of uncertainty and relates to in-year demographic changes, including Asylum seekers and SEN Transport. Table 14 sets out the Month 7 projected position for the Development and Risk Contingency, which is reporting a pressure of £1,726k; an adverse movement of £1k on the Month 6 projections.
71. The overspend is due to continuing pressures in the costs of Looked After Children and Children with Disabilities placements, where it is evident that the service are supporting more children with complex needs. The service are also experiencing growth in SEN Transport requirements, where the service have firmed up the impact of the new academic year and the new transport requirements. There is also an underlying growth in Adult placements with a Learning Disability and Mental Health primary care need.

**Table 13: Social Care Development & Risk Contingency**

Original Budget	Budget Changes	Development & Risk Contingency	Month 7		Variance (As at Month 7)	Variance (As at Month 6)	Movement from Month 6
			Revised Budget	Forecast Outturn			
			£'000	£'000			
1,885	0	Asylum Service	1,885	1,985	100	100	0
797	(394)	Demographic Growth - Looked After Children	403	1,172	769	769	0
367	0	Demographic Growth - Children with Disabilities	367	755	388	364	24
277	0	Social Worker Agency Contingency	277	376	99	122	(23)
443	(184)	SEN transport	259	589	330	330	0
730	308	Demographic Growth - Adult Social Care	1,038	1,078	40	40	0
50	(50)	Winterbourne View	0	0	0	0	0
<b>4,549</b>	<b>(320)</b>	<b>Current Commitments</b>	<b>4,229</b>	<b>5,955</b>	<b>1,726</b>	<b>1,725</b>	<b>1</b>

### Asylum Service (£100k overspend, no change)

72. The service is projecting a drawdown of £1,985k from the contingency, no change on the Month 6 projections. The overspend relates to a drop in the level of income received as well as an increase in the number of UASC, which the Council remains responsible for, which are not being transferred in accordance with the National Transfer Agreement, which was introduced in 2016. This agreement has enabled the Council to transfer a number of under-18 UASC to other local authorities in line with the agreement, resulting in a lower volume of under 18's being supported by Hillingdon. However, the Council is now seeing a growth in the younger cohort of UASC, generally in the 13 to 14 year old age group, which will require at least a Foster Care placement and a slow down in the number of authorities willing to take UASC, which is having an impact on the projected position.

### Demographic Growth - Looked After Children (£769k overspend, no change)

73. The service is projecting a drawdown of £1,172k from the Contingency, an overspend of £769k, no change on the Month 6 projections. The majority of this pressure relates to an increase in the number of high cost Residential placements, where the Service has had to place children outside of the Borough. It is also evident that the unit cost has increased from an average of £3,400 per week to £4,000 per week, and that the length of stay is much greater than in previous years due to the complex nature of the support required. It is also evident that the type of places needed are becoming increasingly harder to source as other councils are trying to secure similar placements.
74. The service continues to monitor this position through regular reviews of individual cases, and where possible children are stepped down when it is safe to do so. It should also be noted that this year could start to see an increase in the number of children looked after, where previously this number has remained constant over the last few years.

### Demographic Growth – Children with Disabilities (£388k overspend, £24k adverse)

75. The service is projecting a draw down of £755k from the Contingency, an overspend of £388k and an adverse movement of £24k on the Month 6 projections. This reflects that there is an increase in the number of cases that have more complex needs, which in most cases, require a residential placement or more respite care. The service have now taken steps to review individual placements to ascertain whether any of the placements should be part funded by external partners, such as education and health and anticipate that a number of placements will be part funded.

### **Social Worker Agency (Children's) (£99k overspend, £23k improvement)**

76. The service is projecting a drawdown of £376k from this contingency, an overspend of £99k and an improvement of £23k on the Month 6 position, which continues to reflect the latest recruitment success of Newly Qualified Social Workers. The pressure relates to the additional cost of using agency staff to cover essential Social Worker posts as the recruitment of Social Workers continues to be very competitive. The determination of the contingency was based on a proportion of 90% permanent and 10% agency staff, the additional amount reflecting the premium that the Council pays for agency staff, which is currently assessed as £18k greater than the current total cost of a permanent member of staff. The current figures, based on hard to fill posts, indicates that the current percentage usage of agency staff stands at 38%, based on the latest anticipated recruitment activity.

### **Demographic Growth - SEN Transport (£330k Overspend, no change)**

77. The service is projecting a drawdown of £589k from the SEN Transport contingency, an overspend of £330k, no change on the month 6 position. This reflects the latest position taking into account the impact of the start of the new academic year, which generally has the greatest movement. The additional cost is required to cover the increase in the number of pupils that have an Education, Health and Care Plan (EHCP), in most cases the increase in the SEN pupil population has been absorbed in existing routes, but it is now clear that the service is having to purchase additional routes for some children, which has resulted in additional funding being required from the contingency.

### **Demographic Growth - Adult Social Care (£40k overspend, no change)**

78. The service is projecting a drawdown of £1,078k from the Adult Social Care contingency, an overspend of £40k, no change on the Month 6 projections.

### **DIRECTORATE OPERATING BUDGETS (£130k underspend, £140k adverse)**

#### **Children's Services (£406k overspend, £20k adverse)**

79. The service is projecting an overspend of £406k, as at Month 7, an adverse movement of £20k on the Month 6 projections. This overspend reflects the current level of agency staff employed by the service to cover essential and hard to fill posts. The service anticipates that the use of agency staff will start to reduce and is very positive about planned recruitment following the recent Ofsted inspection, which resulted in the service being rated good. One such example is that the service recently recruited 17 Newly Qualified Social Workers, some of which are now in post. However, the lead in times for recruitment of Senior Social Workers generally exceeds 6 months, as a result, the service are assuming that no new permanent recruitment will take place in this financial year for all other vacant posts.
80. The service is currently managing a pressure in Legal costs and the cost of supporting Section 17 cases, through management action and by implementing new ways of working. Additionally, the in house Legal Service has recruited an additional advocate, which should help to reduce external Legal costs.

#### **Early Intervention, Prevention & SEND (£209k underspend, £15k adverse)**

81. The service is projecting an underspend of £209k as at Month 7, an adverse movement of £15k on the Month 6 projections. The majority of the underspend relates to staffing, where the service has put on hold staff recruitment, whilst it undertakes a BID review. Included in this is an underspend of £224k on the Educational Psychological Service, which partially offsets a shortfall in income of £362k, following the cessation of funding from the DSG for

Early Years and School based support. The position also includes a projected overspend of £148k in the Early Years Centres budgets, following the transfer of responsibility from the Dedicated Schools Grant into the Council's base budget with effect from 1 September 2018.

**Older People and Physical Disabilities (£39k underspend, £7k adverse)**

82. The service is projecting an underspend of £39k as at Month 7, an adverse movement of £7k on the Month 6 projections. The service has an underspend of £235k on staffing, where the service has a number of vacant posts. In addition there is a £576k forecast overachievement of income of which £261k relates to clients and external organisations and the balance of £315k relates to an increase in the capitalisation of adaptation and minor works costs. These are netted down by an overspend of £772k on non staffing costs, which predominantly relates to the cost of care packages.

**Learning Disability and Mental Health (£33k underspend, £6k adverse)**

83. The service is projecting an underspend of £33k as at Month 7, a slight adverse movement of £6k on the Month 6 projections. The service is currently reporting an overspend of £144k on staffing costs, which is due primarily to a timing difference of realigning the salary budgets to reflect recent restructures. This is offset by a net underspend in the cost of placements totalling £177k.

**Provider and Commissioned Care (£5k overspend, £92k adverse)**

84. The service is projecting an overspend of £5k as at Month 7, an adverse movement of £92k on the Month 6 projections. This includes an overspend of £128k on staffing, which relates predominantly to the cost of staff delivering a project which is funded by the CCG and a small overspend of £7k on non-staffing costs netted down by a surplus of £130k in income, which relates to CCG grant funding received for one post.

## Appendix B – Other Funds

### COLLECTION FUND (£1,090k underspend, £2k favourable movement)

85. A surplus of £1,090k is reported within the Collection Fund at Month 7, relating to favourable positions on both Council Tax and Business Rates, which is predominantly driven by growth in Gross Rates in the borough and a carry forward surplus within Council Tax. This represents a £2k improvement from the position reported at Month 6. Any surplus realised at outturn will be available to support the General Fund budget from 2019/20 onwards.

**Table16: Collection Fund**

Original Budget £'000	Budget Changes £'000	Service	Month 7		Variance (As at Month 7) £'000	Variance (As at Month 6) £'000	Movement from Month 6 £'000	
			Revised Budget £'000	Forecast Outturn £'000				
(121,176)	0	Council Tax	Gross Income	(121,176)	(121,244)	(68)	(54)	(14)
10,918	0		Council Tax Support	10,918	10,770	(148)	(153)	5
(2,680)	0		B/fwd Surplus	(2,680)	(3,179)	(499)	(499)	0
<b>(112,938)</b>	<b>0</b>		<b>Sub-Total</b>	<b>(112,938)</b>	<b>(113,653)</b>	<b>(715)</b>	<b>(706)</b>	<b>(9)</b>
(109,572)	0	Business Rates	Gross Income	(109,572)	(110,765)	(1,193)	(1,198)	5
(3,849)	0		Section 31 Grants	(3,849)	(4,041)	(192)	(202)	10
53,246	0		Less: Tariff	53,246	53,246	0	0	0
7,451	0		Less: Levy	7,451	8,021	570	578	(8)
69	0		B/fwd Deficit	69	509	440	440	0
<b>(52,655)</b>	<b>0</b>	<b>Sub-Total</b>	<b>(52,655)</b>	<b>(53,030)</b>	<b>(375)</b>	<b>(382)</b>	<b>7</b>	
<b>(165,593)</b>	<b>0</b>	<b>Total Collection Fund</b>	<b>(165,593)</b>	<b>(166,683)</b>	<b>(1,090)</b>	<b>(1,088)</b>	<b>(2)</b>	

86. A surplus of £715k is projected against Council Tax at Month 7, predominantly as a result of strong collection rates continuing into and throughout 2018/19 and the brought forward surplus of £499k relating to better than expected performance during 2017/18. This represents an improvement of £9k from the Month 6 position.
87. A £375k net surplus is reported across Business Rates at Month 7, driven by growth in Gross Rates due to a number of new developments in the borough being brought into rating. This £815k in-year underspend is sufficient to off-set the brought forward deficit of £440k. The £7k adverse movement from month 6 is caused by a number of minor movements.

## SCHOOLS BUDGET

### Dedicated Schools Grant (£3,540k overspend, £700k adverse)

88. The Dedicated Schools Grant (DSG) outturn position is an in-year overspend of £3,540k at month 7. This is an adverse movement of £700k from the month 6 position, due to continuing pressures in the cost of High Needs placements, and an increase in the number of young people accessing alternative provision. When the £4,125k deficit brought forward from 2017/18 is taken into account, the deficit to carry forward to 2019/20 is £7,665k.

**Table15: DSG Income and Expenditure 2018/19**

Original Budget	Budget Changes	Funding Block	Month 7			Variance (as at Month 6)	Movement from Month 6
			Revised Budget	Forecast Outturn	Variance		
			£'000	£'000	£'000		
(275,559)	2,260	<b>Dedicated Schools Grant Income</b>	(273,299)	(273,299)	0	0	0
214,132	0	<b>Schools Block</b>	214,132	213,821	(311)	(311)	0
26,100	(2,238)	<b>Early Years Block</b>	23,862	24,361	499	556	(57)
2,773	0	<b>Central School Services Block</b>	2,773	3,189	416	162	254
32,554	(22)	<b>High Needs Block</b>	32,532	35,468	2,936	2,433	503
<b>0</b>	<b>0</b>	<b>Total Funding Blocks</b>	<b>0</b>	<b>3,540</b>	<b>3,540</b>	<b>2,840</b>	<b>700</b>
0	0	Balance Brought Forward 1 April 2018	4,125	4,125			
<b>0</b>	<b>0</b>	<b>Balance Carried Forward 31 March 2019</b>	<b>4,125</b>	<b>7,665</b>			

### Dedicated Schools Grant Income (nil variance, no change)

89. The DSG has now been realigned to reflect all known funding adjustments. The Early Years block allocations for the free entitlement for two year olds and three and four year olds are updated each July based on data from the January schools and early years censuses.
90. The High Needs block has been adjusted following the import/export adjustment which has been made to reflect any changes either in the placement by a local authority of pupils and students in schools and colleges located in other local authority areas (exports), or in the funding required by schools and colleges accepting pupils and students resident in other local authority areas (imports).

### Schools Block (£311k underspend, no change)

91. The £311k underspend relates to the growth contingency fund which is funded from the Schools Block. Schools that are expanding, in agreement with the local authority, to meet basic need pupil population growth, receive additional funding to provide financial recompense to schools throughout the relevant financial year to cover the cost of this agreed and planned growth. Schools Forum have taken the decision to withhold growth contingency allocations for three schools due to the expectation that pupil growth in September 2018 will not be sufficient to require the need for growth contingency funding, which accounts for the majority of this underspend.
92. There is also a mechanism within the growth contingency policy to allow for schools that have experienced significant in year growth and it is currently anticipated that there will be an underspend in this budget allocation.

### **Early Years Block (£499k overspend, £57k improvement)**

93. Two year old funding has now been adjusted to reflect the number of children accessing the entitlement based on the January 2018 census. This has resulted in a £128k increase in 2018/19 funding which should cover the cost of the increase in two year olds accessing the free entitlement.
94. The 3 and 4 year old funding for both the universal and the additional free entitlement has also been adjusted following the January 2018 census and the release of the updated guidance. This guidance clarifies that the funding provided for the new additional 15 hour free entitlement will be adjusted based on actual take up, which is a change to the treatment of previous new initiatives, where the funding provided was not adjusted until sufficient time had been allowed to settle in the initiative. Funding for the universal entitlement has increased slightly, whilst the funding for the additional 15 hour entitlement has reduced significantly as a consequence of lower actual uptake than estimated by the DfE when calculating the original funding allocation. The current projection has been revised following publication of the May census data for early years and the impact of the funding adjustments is estimated to result in a £501k overspend in 2018/19.
95. It has been agreed that the DSG will only fund The Early Years Centres up until 31 August 2018 with any over or underspend at this point to be charged to the DSG. The outturn position for the three centres at the end of August is a £100k overspend, as a consequence of a shortfall in the levels of income being generated. The only additional charges to the DSG in relation to the Early Years Centres will be for overheads which will be calculated at the end of the financial year.
96. There is currently an overspend of £36k in the Early Years Advisory Service where a savings target of £150k has been put in place by Schools Forum which may not be achieved in full in the current year.
97. These overspends are partly off set by a £31k underspend in the Family Information Service where there have been vacant posts for part of the year along with a projected £109k underspend in vulnerable children funding as fewer children are being identified as requiring additional support.

### **Central School Services Block (£416k overspend, £254k adverse)**

98. The £254k adverse movement from the month 6 projection is as a result of an increase in the number of young people accessing alternative provision. The Local Authority currently commissions fifty places at the in-borough alternative provision setting and the historic trend is for numbers at the start of the academic year to be below this number before gradually building up. Currently numbers accessing this provision are already in excess of the commissioned number, resulting in an additional cost pressure. The overspend is partly off-set by additional income projected from schools that have excluded pupils where the Local Authority is able to recover the Age Weighted Pupil Unit cost for the period following exclusion.
99. In addition, there remains the previously reported pressure following confirmation from the ESFA that the copyright licences for schools should be charged to the centrally retained DSG. The DSG budget was set with the view that these licenses could be charged to the Schools Block, and therefore no budget was included within the Central School Services Block.

## **High Needs Block (£2,936k overspend, £503k adverse)**

100. There continues to be significant pressure in the High Needs Block with an overspend of £2,937k being projected at month 7. The main driver for this is linked to the transfer of pupils from statements to Education, Health and Care plans (EHCPs). As pupils were transferred to an EHCP they moved onto the new banded funding model which often resulted in a higher resource requirement. The transfer process was completed by 31 March 2018, however, there are still cases where schools are querying the funding levels allocated. These cases are subject to a further review and following the submission of additional evidence often a higher level of resource is agreed. The 2018/19 budget was increased to reflect this anticipated increase, but the budget is still insufficient.
101. The majority of the adverse movement relates to a further increase in the cohort of post-16 SEN placements as this now takes into account new placements from September 2018. The Local authority is still negotiating with providers on the level of funding for some of these placements with the current projection based on an estimated increase in cost.
102. In addition to the cost of pupils with an EHCP, the High Needs Block is now funding Early Intervention Funding (EIF) as an alternative to the allocation of statutory funding for children with SEN who experience significant barriers to learning. This funding allows schools to access funding quicker to enable them to intervene early and have the greatest impact. The current projected spend on EIF in 2018/19 is £153k.
103. There is a projected overspend on the placement of pupils with SEN in independent or non-maintained schools. The High Needs budget for 2018/19 includes a savings target within the budget for Independent and non-maintained school SEN placements which is dependent on a number of pupils leaving at the end of the summer term 2018 and new placements not being made. However, further placements have been made since the budget was set, resulting in an additional pressure on the High Needs block.

## Appendix C – HOUSING REVENUE ACCOUNT

104. The Housing Revenue Account (HRA) is currently forecasting a drawdown of reserves of £21,145k, which is £292k more favourable than the budgeted position and the overall movement from Month 6 is a favourable £17k. The 2018/19 closing HRA General Balance is forecasted to be £15,963k. The use of reserves is funding investment in new housing stock. The table below presents key variances by service area:

**Table 16: Housing Revenue Account**

Service	Month 7		Variance (+ adv / - fav)		
	Revised Budget	Forecast Outturn	Variance (As at Month 7)	Variance (As at Month 6)	Movement from Month 6
	£'000	£'000	£'000	£'000	£'000
Rent Income	(55,932)	(55,279)	653	653	0
Other Income	(4,877)	(5,100)	(223)	(223)	0
<b>Net Income</b>	<b>(60,809)</b>	<b>(60,379)</b>	<b>430</b>	<b>430</b>	<b>0</b>
Housing Management	12,819	12,882	63	161	(98)
Tenant Services	4,172	4,115	(57)	(70)	13
Repairs	5,056	5,397	341	199	142
Planned Maintenance	4,360	3,921	(439)	(365)	(74)
Capital Programme Funding	38,728	38,728	0	0	0
Interest & Investment Income	15,371	15,371	0	0	0
Development & Risk Contingency	1,740	1,110	(630)	(630)	0
<b>Operating Costs</b>	<b>82,246</b>	<b>81,524</b>	<b>(722)</b>	<b>(705)</b>	<b>(17)</b>
<b>(Surplus) / Deficit</b>	<b>21,437</b>	<b>21,145</b>	<b>(292)</b>	<b>(275)</b>	<b>(17)</b>
General Balance 01/04/2018	(37,108)	(37,108)	0	0	0
<b>General Balance 31/03/2019</b>	<b>(15,671)</b>	<b>(15,963)</b>	<b>(292)</b>	<b>(275)</b>	<b>(17)</b>

105. Rental Income is forecast to under recover by £653k and other income is forecast to over recover by £223k, nil movement on Month 6.

106. The number of RTB applications received in the first seven months of 2018/19 was 99 compared to 101 for the same period in 2017/18, a reduction of 2%. There have been 27 RTB completions in the first seven months of 2018/19 compared to 40 for the same period in 2017/18, a reduction of 33%. The RTB sales forecast is reviewed on a monthly basis and as at Month 7 the 2018/19 forecast has been reduced from 60 to 50 RTB sales.

### Expenditure

107. The Housing management service is forecast to overspend by £63k, a favourable movement of £98k on Month 6 due to forecast reductions in salaries of £14k and several forecast reductions in running costs totalling £84k.

108. Tenant services is forecast to underspend by £57k, an adverse movement of £13k on Month 6 due to increases in staffing related forecasts including weekend cover and overtime.
109. The repairs budget is forecast to overspend by £341k, an adverse movement of £142k on Month 6 due to an increase in day to day repairs including purchase of materials and scaffolding of £93k, an increase in forecast asbestos works £80k and a reduction in salary and agency forecast expenditure of £31k.
110. The planned maintenance budget is forecast to underspend by £439k, a favourable movement of £74k on Month 6 mainly due to a reduction in forecast on asbestos surveys.
111. The overall forecasts for the capital programme funding, interest and investment, and the development and risk contingency budget remain unchanged from Month 6.

## HRA Capital Expenditure

112. The HRA capital programme is set out in the table below. The 2018/19 revised budget is £83,791k and there is a forecast net variance of £19,179k, £21,059k due to re-phasing and a cost overspend of £1,880k. There is an increase in re-phasing of £768k and a reduction in cost overspend of £250k compared to Month 6.

**Table 17: HRA Capital Expenditure**

Programme	2018/19 Revised Budget	2018/19 Forecast	2018/19 Cost Variance Forecast V Revised Budget	2018/19 Project Re-Phasing	Total Project Budget 2018-23	Total Project Forecast 2018-23	Total Project Variance 2018-23	Movement 2018-23
	£'000	£'000	£'000	£'000	£'000	£'000	£'000	£'000
<b>Major Projects</b>								
New General Needs Housing Stock	24,147	16,297	0	(7,850)	138,133	138,133	0	0
New Build - Appropriation of Land	8,635	10,765	2,130	0	8,635	10,765	2,130	0
New Build - Shared Ownership	6,382	928	0	(5,454)	15,596	15,596	0	0
New Build - Supported Housing Provision	12,884	9,102	(250)	(3,532)	15,343	15,093	(250)	(250)
HRA General Capital Contingency	8,908	8,908	0	0	8,908	8,908	0	0
<b>Total Major Projects</b>	<b>60,956</b>	<b>46,000</b>	<b>1,880</b>	<b>(16,836)</b>	<b>186,615</b>	<b>188,495</b>	<b>1,880</b>	<b>(250)</b>
<b>HRA Programmes of Work</b>								
Works to stock programme	20,619	16,611	0	(4,008)	57,797	57,797	0	0
Major Adaptations to Property	2,135	1,920	0	(215)	7,160	7,160	0	0
ICT	81	81	0	0	162	162	0	0
<b>Total HRA Programmes of Work</b>	<b>22,835</b>	<b>18,612</b>	<b>0</b>	<b>(4,223)</b>	<b>65,119</b>	<b>65,119</b>	<b>0</b>	<b>0</b>
<b>Total HRA Capital</b>	<b>83,791</b>	<b>64,612</b>	<b>1,880</b>	<b>(21,059)</b>	<b>251,734</b>	<b>253,614</b>	<b>1,880</b>	<b>0</b>
Movement on Month 6	0	(1,018)	(250)	(768)	0	(250)	(250)	(250)

## Major Projects

113. The 2018/19 Major Projects programme revised budget is £60,956k and the forecast expenditure is £46,000k, with a re-phasing of £16,836k, and a cost variance of £1,880k during the period 2018-2023. There is an increase in re-phasing variance of £553k across the programme and a reported cost underspend of £250k against the Supported Housing Programme.

## New General Needs Housing Stock

114. The 2018/19 General Needs Housing Stock revised budget is £24,147k. There is a forecast re-phasing of £7,850k across the General Needs programme due to the construction works across a number of developments commencing later than initially expected. This represents an increase in re-phasing of £278k on the Month 6 position.
115. To date 36 buybacks have been approved with each acquisition at different stages of completion. A further four properties are pending approval, once combined the completed and potential buybacks have an estimated cost of up to £12,875k. This will be funded from a combination of the New General Needs Housing Stock and the HRA General Contingency.
116. The planning application was approved at Planning Committee on 20 February 2018 for the mixed development of General Needs and Shared Ownership units at the Acol Crescent site. Demolition and tree removal works have been completed and the former nursery site has been cleared. The main contractor is now on site undertaking preliminary site set up works with the scheme estimated to have a 12 month programme to completion.
117. The Housing programme comprising seven units of new build properties and five extensions or conversions at various sites has progressed with all the extensions and conversions now complete. The new build at Cherry Lane is complete, whilst Fir Tree and Hornbeam are substantially complete.
118. Lead Consultants and architects have been appointed for the developments at Maple and Poplar Day Centre and Willow Tree. The employer's agents and appointed architects have finalised the design of the schemes. The planning application for the Maple and Poplar site has been approved with the Willow Tree development also approved by committee subject to the S106 obligations being signed off. The tender process is being undertaken to appoint a main contractor for both projects.
119. The planning approval for the Belmore site remains outstanding with the expectation that the scheme will go to planning in December. A contractor has been appointed to complete demolition works across all the aforementioned sites in preparation for the main works.

## New Build - Appropriation of Land

120. The revised budget of £8,635k is for New Build appropriation of land for two sites at the former Belmore allotments and Maple / Poplar day centre. The forecast spend includes these two sites and appropriations for Woodside Day Centre £1,870k and Bartram Close garages £260k.

## New Build - Shared Ownership

121. The New Build Shared Ownership 2018/19 revised budget is £6,382k, with a forecast expenditure of £928k and a re-phasing of £5,454k, an increased re-phasing movement of £240k when compared to Month 6.
122. The new build shared ownership budget comprises schemes being delivered across five sites including units at both Belmore and Maple and Poplar. These will deliver 60 units in total.
123. The Woodside Day Centre redevelopment has progressed in year following approval to submit Planning Application for mixed-use development of a GP surgery and 20 shared ownership flats. Consultants are now progressing designs and preparing tender documents ready to gain expressions of interest.

## New Build - Supported Housing

124. The Supported Housing Programme comprises the build of 160 mixed client group units across three different sites. The 2018/19 revised budget is £12,884k with a re-phasing of £3,532k due to a combination of the Parkview and Yiewsley schemes, with the former scheme being subject to liquidated damages. There is a small increase in re-phasing of £35k on the Parkview scheme and a cost underspend of £250k on the Grassy Meadow scheme compared to the Month 6 position. The £250k cost underspend represents a partial release of the contingency budget and the remaining contingency will potentially be released once the final account position has been agreed with the contractor and officers are confident all costs have been absorbed.
125. The scheme at Yiewsley is a small part of a wider re-development of the whole site and is anticipated to create 12 units of supported housing. The project is at the preliminary stage of feasibility and the multi-disciplinary consultants have been appointed.
126. The scheme at Parkview will run beyond its target completion date, although the contractor has now intensified resources on the site to achieve completion as soon as possible.

## HRA General Contingency

127. The HRA General Capital Contingency revised budget is £8,908k and the forecast is break even. The contingency budget is included within the HRA capital programme to ensure the Council retains sufficient flexibility to secure additional housing units where opportunities become available.

## **HRA Programmes of Work**

128. The Works to Stock re-phasing variance is £4,008k, nil movement on the Month 6 position.
129. The major adaptations budget is £2,135k and the forecast expenditure is £1,920k, an increase in re-phasing of £215k on the Month 6 position.
130. The HRA ICT budget is £81k and the forecast is break even.

## **HRA Capital Receipts**

131. There have been 27 Right to Buy sales of council dwellings as at the end of October 2018 for a total gross sales value of £5,671k and a further 23 sales are forecast to bring the yearly total to 50, totalling £10,063k in 2018/19.
132. The application of retained Right to Buy receipts is limited by the retention agreement to a maximum 30% of the cost of replacement housing. In the event that expenditure does not meet the criteria, funds would be payable to the MHCLG.
133. The cumulative spend requirement for 2018/19 Q3 will be reported in the Month 9 budget monitoring report.

## Appendix D - GENERAL FUND CAPITAL PROGRAMME

134. As at Month 7 an underspend of £46,797k is reported on the £126,098k General Fund Capital Programme for 2018/19 due mainly to re-phasing of the project expenditure. The forecast outturn variance over the life of the 2018/19 to 2022/23 programme is an underspend of £115k.
135. General Fund Capital Receipts of £18,371k are forecast for 2018/19 with a shortfall of £900k in total forecast receipts to 2022/23.
136. Overall Prudential Borrowing required to support the 2018/19 to 2022/23 capital programmes is forecast to be over budget by £558k. This is mainly due to a combined shortfall of £1,900k in forecast capital receipts and Community Infrastructure Levy receipts, partly offset by favourable increases in grants and contributions of £1,227k and cost under spends of £115k.

### Capital Programme Overview

137. Table 18 below sets out the latest forecast outturn on General Fund capital projects with project level detailed contained in Annexes A - D to this report. Forecasts for future years include capital projects and programmes of work approved by Cabinet and Council in February 2018.

**Table 18– General Fund Capital Programme Summary**

	Total Project Budget 2018-2023	Total Project Forecast 2018-2023	Total Project Variance 2018-2023	Movement from Month 6
	£'000	£'000	£'000	£'000
Schools Programme	72,316	72,176	(140)	(50)
Self Financing Developments	79,544	79,544	-	-
Main Programme	123,332	123,332	-	-
Programme of Works	110,411	110,436	25	-
General Contingency	7,039	7,039	-	-
<b>Total Capital Programme</b>	<b>392,642</b>	<b>392,527</b>	<b>(115)</b>	<b>(50)</b>
Movement	51	1	(50)	

138. The revised five year programme budget has increased by £51k due to two new Section 106 funded scheme allocations.
139. The Schools programme reports a cost saving of £140k partly relating to under spend on project contingency and highways works for the replacement of Northwood Academy. The favourable movement of £50k in month is due to uncommitted temporary classroom funding on the former Primary Schools expansions programme. The expansions at Warrender and Hillside Primary schools are at various stages of progress and are expected to be complete in

the first half of 2019. The all weather sports pitch at Vyners Secondary School has been completed and works are in progress for the main expansion, which is expected to be finished towards the end of next year. The main building contractor has recently been approved for the expansion at Ruislip High. Works on site are expected to commence early next year, with completion anticipated in April 2020.

140. Projects to increase provision for young persons and pupils with Special Educational Needs are planned to commence at four sites in 2018/19 and ten schools and colleges overall over three years.
141. The Self-Financing development programme includes two major mixed residential developments at the former Belmore Allotments and Yiewsley pool sites. The Yiewsley sites redevelopment includes the re-provision of the library and discounted market sale housing. Options are under consideration on all sites, including the re-provision of the swimming pool budgeted within the Main Programme. Design work is in progress for the housing development at Belmore Allotments with a planning application to be submitted. The budget also includes £50,000k to finance the newly incorporated housing company Hillingdon First.
142. The Main programme includes major schemes such as the re-provision of Hillingdon Outdoor Activity Centre (HOAC), for which a planning application for a temporary building has recently been submitted. Permanent arrangements are to be in place in 2020/21. Public realm works are in progress on several town centre improvements continuing into next year.
143. Programmes of Works reports an increase of £162k on Social Care equipment capitalisation, which comprises an additional £322k for community equipment partially offset by a forecast under spend of £160k on telecare equipment. This will be financed by available Disabled Facilities Grant and does not impact on Council resources. There is forecast under spend of £125k on the private sector renewal grants budget which is not expected to be fully committed this year. The School Conditions Programme also reports a small under spend of £12k on a completed scheme. The CCTV programme has been accelerated with installations of new and upgraded cameras at various locations throughout the borough being carried out this year. Designs for the new library refurbishment programme are under consideration.
144. The 2018/19 unallocated general contingency budget remains at £1,039k although this is expected to reduce with new commitments up to the end of the financial year. In total, there are £7,039k contingency funds available over the period 2018-23.

### **Capital Financing - General Fund**

145. Table 19 below outlines the latest financing projections for the capital programme, with an adverse medium term variance of £558k reported on Prudential Borrowing, due mainly to a forecast shortfall in other Council resources.

**Table 19 General Fund Capital Programme Financing Summary**

	Revised Budget 2018/19 £'000	Forecast 2018/19 £'000	Variance £'000	Total Financing Budget 2018-2023 £'000	Total Financing Forecast 2018-2023 £'000	Total Variance £'000	Movement
Council Resource Requirement	98,370	56,938	(41,432)	277,198	275,856	(1,342)	(50)
<b>Financed By Prudential Borrowing</b>							
Service Development	45,517	19,817	(25,700)	100,410	100,968	558	2
Self Financing	26,860	15,250	(11,610)	78,215	78,215	-	
<b>Total Borrowing</b>	<b>72,377</b>	<b>35,067</b>	<b>(37,310)</b>	<b>178,625</b>	<b>179,183</b>	<b>558</b>	<b>2</b>
<b>Financed By Other Council Resources</b>							
Capital Receipts	21,493	18,371	(3,122)	72,073	71,173	(900)	(52)
CIL	4,500	3,500	(1,000)	26,500	25,500	(1,000)	-
<b>Total Council Resources</b>	<b>98,370</b>	<b>56,938</b>	<b>(41,432)</b>	<b>277,198</b>	<b>275,856</b>	<b>(1,342)</b>	<b>(50)</b>
Grants & Contributions	27,728	22,363	(5,365)	115,444	116,671	1,227	-
<b>Capital Programme</b>	<b>126,098</b>	<b>79,301</b>	<b>(46,797)</b>	<b>392,642</b>	<b>392,527</b>	<b>(115)</b>	<b>(50)</b>
Movement	51	(7,028)	(7,079)	51	1	75	

146. Total approved prudential borrowing is £178,625k over the five year programme of which £78,215k is in respect of self financing developments that will generate future income including capital receipts from discounted market sale. There is also £100,410k approved borrowing for the development of services, which remains the principal driver of the £10,410k uplift in capital financing charges borne by revenue over the MTFP period.
147. In 2018/19 forecast capital receipts amount to £18,361k after financing transformation costs and as at the end of October an amount of £1,316k has been received including a sale completed last month. One site has recently been marketed and four other General Fund sites are planned to go to auction early next year. A major site has been approved to be sold to Hillingdon First at the market valuation of £3,500k and this is also included in the forecast. Other forecast receipts in 2018/19 include £10,765k for planned appropriations of four General Fund sites to the HRA for residential development. The adverse movement of £52k in month is due to a forecast reduction in General Fund share of Right to Buy (RTB) based on 50 RTB sales in 2018/19, partly offset by an identified new receipt.
148. As at the end of October a total of £1,286k Community Infrastructure Levy (CIL) receipts (after administration fees) have been invoiced or received this financial year, a movement of £260k from last month. The forecast has been reduced by £1,000k due to uncertainty around the level of receipts that will be received this financial year. Budgeted eligible activity

exceeds the CIL forecast with spend on Highways investment, community assets through the Chrysalis Programme and other major community infrastructure such as schools meeting the criteria for application of CIL monies.

149. The reduction in CIL has been mitigated by additional Section 106 contributions identified towards existing schemes totalling £715k, including the Schools Expansions Programme, CCTV and Town Centres programmes. The Grants and Contributions forecast also includes increased allocation of available Disabled Facilities Grant of £162k towards Social Care equipment capitalisation. There are also additional grants and contributions totalling £350k mainly allocated to existing Schools projects. The financing budget assumes £13,350k Basic Needs grant for the period 2020/21-2022/23. It is expected that any grant awards below this level would be offset by expenditure reductions as the grant is based on forecast school places demand.
150. An adverse variance of £558k is reported on prudential borrowing due mainly to the forecast shortfalls in other Council sources of funding (capital receipts and CIL), partially offset by increases in grants and contributions and minor cost under spends.

## ANNEX A - Schools Programme

Prior Year Cost	Project	2018/19 Revised Budget	2018/19 Forecast	2018/19 Cost Variance	Forecast Re-phasing	Total Project Budget 2018-2023	Total Project Forecast 2018-2023	Total Project Variance 2018-2023	Project Forecast Financed by:		
									Council Resources	Government Grants	Other Cont'ns
£'000		£'000	£'000	£'000	£'000	£'000	£'000	£'000	£'000	£'000	£'000
	<b>Education and Children Services</b>										
137,138	Primary Schools Expansions	93	43	(50)	0	93	43	(50)	43	0	0
4,352	New Primary Schools Expansions	8,880	8,583	0	(297)	10,974	10,974	0	7,615	3,359	0
1,040	Secondary Schools Expansions	19,828	4,961	0	(14,867)	54,960	54,960	0	24,034	30,497	429
45,568	Secondary Schools New Build	399	309	(90)	0	399	309	(90)	309	0	0
0	Meadow School	250	250	0	0	250	250	0	250	0	0
0	Additional Temporary Classrooms	2,400	0	0	(2,400)	4,000	4,000	0	3,431	569	0
0	Schools SRP	0	568	0	568	1,640	1,640	0	0	1,640	0
<b>188,098</b>	<b>Total Schools Programme</b>	<b>31,850</b>	<b>14,714</b>	<b>(140)</b>	<b>(16,996)</b>	<b>72,316</b>	<b>72,176</b>	<b>(140)</b>	<b>35,682</b>	<b>36,065</b>	<b>429</b>

## ANNEX B - Self Financing Developments

Prior Year Cost	Project	2018/19 Revised Budget	2018/19 Forecast	2018/19 Cost Variance	2018/19 Forecast Re-phasing	Total Project Budget 2018-2023	Total Project Forecast 2018-2023	Total Project Variance 2018-2023	Project Forecast Financed by:		
									Council Resources	Government Grants	Other Cont'ns
£'000		£'000	£'000	£'000	£'000	£'000	£'000	£'000	£'000	£'000	£'000
	<b>Self Financing Developments</b>										
	<b>Finance, Property and Business Services</b>										
14	Yiewsley Site Development	1,860	250	0	(1,610)	23,000	23,000	0	23,000	0	0
0	Belmore Allotments Development	0	0	0	0	4,605	4,605	0	3,276	0	1,329
0	Housing Company Financing	25,000	15,000	0	(10,000)	50,000	50,000	0	50,000	0	0
	<b>Social Services, Housing, Health and Wellbeing</b>										
0	Woodside GP Surgery	0	0	0	0	1,939	1,939	0	1,939	0	0
<b>14</b>	<b>Total Self Financing Developments</b>	<b>26,860</b>	<b>15,250</b>	<b>0</b>	<b>(11,610)</b>	<b>79,544</b>	<b>79,544</b>	<b>0</b>	<b>78,215</b>	<b>0</b>	<b>1,329</b>

## ANNEX C - Main Programme

Prior Year Cost	Project	2018/19 Revised Budget £'000	2018/19 Forecast £'000	2018/19 Cost Variance £'000	2018/19 Forecast Re-phasing £'000	Total Project Budget 2018-23 £000	Total Project Forecast 2018-23 £000	Total Project Variance 2018-23 £000	Project Forecast Financed by:		
									Council Resources £000	Gov't Grants £000	Other Cont'ns £000
<b>Community, Commerce and Regeneration</b>											
2,200	Gateway Hillingdon	950	950	0	0	950	950	0	950	0	0
6,274	Hayes Town Centre Improvements	2,687	1,000	0	(1,687)	2,962	2,962	0	306	1,300	1,356
448	Inspiring Shopfronts	247	147	0	(100)	447	447	0	447	0	0
25	Uxbridge Cemetery Gatehouse	549	15	0	(534)	549	549	0	549	0	0
951	Uxbridge Change of Heart	1,045	534	0	(511)	1,045	1,045	0	807	0	238
<b>Central Services, Culture and Heritage</b>											
0	New Museum	525	25	0	(500)	5,632	5,632	0	4,882	0	750
0	New Theatre	300	25	0	(275)	44,000	44,000	0	42,950	0	1,050
<b>Finance, Property and Business Services</b>											
6,438	Battle of Britain Heritage Pride Project	342	342	0	0	342	342	0	342	0	0
36	Battle of Britain Underground Bunker	824	118	0	(706)	1,018	1,018	0	1,018	0	0
97	Bessingby Football/Boxing Clubhouse	1,497	1,247	0	(250)	1,497	1,497	0	1,497	0	0
0	Uniter Building Refurbishment	400	10	0	(390)	400	400	0	400	0	0
0	Purchase of Uxbridge Police Station	5,000	5,000	0	0	5,000	5,000	0	5,000	0	0
0	Botwell Leisure Centre Football Pitch	0	0	0	0	200	200	0	200	0	0
0	Yiewsley Swimming Pool	2,000	100	0	(1,900)	30,000	30,000	0	30,000	0	0
12	Hillingdon Outdoor Activity Centre	6,988	4,248	0	(2,740)	26,488	26,488	0	0	0	26,488
<b>Planning, Transportation and Recycling</b>											
0	RAGC Car Park	250	25	0	(225)	250	250	0	250	0	0
4,017	Street Lighting - Invest to Save	1,483	1,483	0	0	1,483	1,483	0	1,483	0	0
<b>Social Services, Housing, Health and Wellbeing</b>											
0	1 & 2 Merrimans Housing Project	620	25	0	(595)	620	620	0	620	0	0
<b>Cross Cabinet Member Portfolios</b>											
4,356	Projects Completing in 2018/19	449	436	0	(13)	449	449	0	444	0	5
<b>24,854</b>	<b>Total Main Programme</b>	<b>26,156</b>	<b>15,730</b>	<b>0</b>	<b>(10,426)</b>	<b>123,332</b>	<b>123,332</b>	<b>0</b>	<b>92,145</b>	<b>1,300</b>	<b>29,887</b>

## ANNEX D – Programme of Works

Prior Year Cost	Project	2018/19 Revised Budget	2018/19 Forecast	2018/19 Cost Variance	Forecast Re-phasing	Total Project Budget 2018-2023	Total Project Forecast 2018-2023	Total Project Variance 2018-2023	Project Forecast Financed by:		
									Council Resources	Govt Grants	Other Cont'ns
£'000		£'000	£'000	£'000	£'000	£'000	£'000	£'000	£'000	£'000	£'000
N/A	Leaders Initiative	393	308	0	(85)	1,193	1,193	0	1,193	0	0
	<b>Community, Commerce and Regeneration</b>										
N/A	Chrysalis Programme	1,331	1,331	0	0	5,331	5,331	0	5,316	0	15
N/A	Playground Replacement Programme	250	150	0	(100)	750	750	0	750	0	0
	<b>Central Services, Culture and Heritage</b>										
N/A	Bowls Clubs Refurbishments	651	433	0	(218)	1,151	1,151	0	1,151	0	0
N/A	Libraries Refurbishment Programme	1,000	500	0	(500)	3,000	3,000	0	3,000	0	0
N/A	Leisure Centre Refurbishment	1,601	150	0	(1,451)	3,101	3,101	0	3,101	0	0
	<b>Education and Children Services</b>										
N/A	Devolved Capital to Schools	1,208	1,208	0	0	2,240	2,240	0	0	1,846	394
N/A	School Building Condition Works	3,059	1,498	(12)	(1,549)	9,859	9,847	(12)	1,655	7,140	1,052
	<b>Finance, Property and Business Services</b>										
N/A	Civic Centre Works Programme	1,564	1,136	0	(428)	3,564	3,564	0	3,564	0	0
N/A	Corporate Technology and Innovation	1,104	824	0	(280)	3,596	3,596	0	3,596	0	0
N/A	Property Works Programme	680	680	0	0	2,600	2,600	0	2,600	0	0
N/A	CCTV Programme	708	1,393	0	685	1,758	1,758	0	1,677	0	81
N/A	Youth Provision	1,409	750	0	(659)	2,409	2,409	0	2,409	0	0
	<b>Planning, Transportation and Recycling</b>										
N/A	Highways Structural Works	8,265	8,265	0	0	17,265	17,265	0	17,265	0	0
N/A	Road Safety	202	202	0	0	802	802	0	802	0	0
N/A	Transport for London	7,087	5,378	0	(1709)	19,979	19,979	0	0	19,223	756
N/A	Purchase of Vehicles	3,911	3,000	0	(911)	10,551	10,551	0	10,551	0	0
N/A	Harlington Road Depot Improvements	315	315	0	0	315	315	0	315	0	0
	<b>Social Services, Housing, Health and Wellbeing</b>										
N/A	Disabled Facilities Grant	2,300	2,300	0	0	11,500	11,500	0	0	11,500	0
N/A	PSRG / LPRG	225	100	(125)	0	1,125	1,000	(125)	1,000	0	0
	<b>Cross Cabinet Member Portfolios</b>										
N/A	Environmental/Recreational Initiatives	887	800	0	(87)	887	887	0	887	0	0
N/A	Section 106 Projects	567	209	0	(358)	567	567	0	0	0	567
N/A	Equipment Capitalisation - Social Care	985	1,147	162	0	4,925	5,087	162	0	5,087	0
N/A	Equipment Capitalisation - General	491	491	0	0	1,943	1,943	0	1,943	0	0
	<b>Total Programme of Works</b>	<b>40,193</b>	<b>32,568</b>	<b>25</b>	<b>(7,650)</b>	<b>110,411</b>	<b>110,436</b>	<b>25</b>	<b>62,775</b>	<b>44,796</b>	<b>2,865</b>

## Appendix E – Treasury Management Report as at 31 October 2018

**Table 20 – Outstanding Deposits – Average Rate of Return of Deposits: 0.56%**

	<b>Actual (£m)</b>	<b>Actual (%)</b>	<b>Benchmark (%)</b>
Up to 1 Month	40.9	62.54	65.00
1-2 Months	3.5	5.35	15.00
2-3 Months	6.0	9.17	0.00
3-6 Months	0.0	0.00	5.00
6-9 Months	0.0	0.00	0.00
9-12 Months	0.0	0.00	0.00
<b>Total</b>	<b>50.4</b>	<b>77.06</b>	<b>85.00</b>
Strategic Funds	15.0	22.94	15.00
<b>Total</b>	<b>65.4</b>	<b>100.00</b>	<b>100.00</b>

151. Deposits are held with UK institutions or overseas institutions, all of which hold a minimum A-Fitch (or lowest equivalent) long-term credit rating. UK deposits are spread between AAA rated Money Market Funds, an AAA rated Pooled Fund, Goldman Sachs International Bank, Lloyds Bank plc, UK Government Treasury Bills, Powys CC and Northumberland CC. Overseas deposits are held with DBS (Development Bank of Singapore) and Svenska Handelsbanken. There is also an allocation to Strategic Pooled Funds.
152. The average rate of return on day-to-day operational treasury balances is 0.56%.
153. As part of the Council's investment strategy for 18/19 a total of £15m has been invested three long-dated strategic pooled funds (£5m in each). The strategic pooled funds have a 3-5 year investment horizon with dividends being distributed periodically. To date, two funds have made monthly distributions with an annualised yield of 2.75%. The third fund is due to make its first semi-annual distribution in November.
154. The Council aims to minimise its exposure to bail-in risk by utilising bail-in exempt instruments and institutions whenever possible. However, due to the significant amount held in instant access facilities needed to manage daily cashflows, it is not possible to fully protect Council funds from bail-in risk. At the end of October, 60% of the Council's total funds have exposure to bail-in risk compared to a September benchmark average of 60% in the local authority sector (latest benchmark provided quarterly by the Council's treasury advisors Arlingclose). The Council's exposure reduces to 14% once instant access facilities are removed from the bail-in total.
155. Liquidity was maintained throughout October by placing surplus funds in instant access accounts and making short-term deposits with the DMADF, DBS and Powys County Council. Deposit maturities were scheduled to match cash outflows and where required, funds were withdrawn from instant access facilities. During the month, there were maturities with the DMADF, DBS and London Borough of Hackney.

**Table 21: Outstanding Debt - Average Interest Rate on Debt: 3.41%**

	<b>Actual (£m)</b>	<b>Actual (%)</b>
<b>General Fund</b>		
PWLB	44.27	17.99
Long-Term Market	15.00	6.09
<b>HRA</b>		
PWLB	153.82	62.51
Long-Term Market	33.00	13.41
<b>Total</b>	<b>246.09</b>	<b>100.00</b>

156. There was one scheduled EIP debt repayment during October for £0.38m. Gilts yields increased during the first half of the month, however, by the end of October they fell back to below their starting levels Premiums remained too high to make early repayment of debt feasible; however, with the potential need to borrow later in the year, repayment of any debt is unlikely.
157. There were no breaches of the Prudential Indicators or non-compliance with the Treasury Management Policy and Practices.
158. In order to maintain liquidity for day-to-day business operations during November, cash balances will be mainly be placed in instant access accounts and short-term deposits. Opportunities to place a portion of funds longer term will be monitored in the hope to achieve a higher average rate of return.

## Appendix F – Consultancy and agency assignments over £50k approved under delegated authority

159. The following Agency staff costing over £50k have been approved under delegated powers by the Chief Executive in consultation with the Leader and are reported here for information.

**Table 22: Consultancy and agency assignments**

Post Title	Original Start Date	Approved From	Proposed End Date	Previous Approval £'000	Approved £'000	Total £'000
<b>Residents Services</b>						
Acting Fleet Manager	15/01/2018	05/11/2018	04/02/2019	83	32	115
Project Manager, Capital Programme Team	07/02/2016	29/10/2018	20/01/2019	189	22	211
FM Technical Manager	25/10/2017	12/11/2018	10/02/2019	71	25	96
Programme Manager (Planned Works)	27/11/2017	05/11/2018	27/01/2019	98	22	120
Clerk of Works	04/09/2017	12/11/2018	10/02/2019	44	15	59
Senior Programme Manager	06/08/2018	05/11/2018	27/01/2019	30	30	59
Major Application PPA Planner	03/01/2017	05/11/2018	03/02/2019	120	21	141
Financial Assessment Officer	01/11/2015	19/11/2018	15/02/2019	114	9	123
Housing Lawyer	07/07/2014	26/11/2018	25/06/2019	248	33	281
Electrician/Multitrade	24/10/2016	12/11/2018	16/11/2018	72	4	76
Repairs Planner	05/12/2016	19/11/2018	18/02/2019	77	13	90
Technical Manager M&E - Planned Works	24/10/2016	29/10/2018	28/01/2019	256	34	290
Disabilities Facilities Grants Manager and Home Adaptations Surveyor	13/03/2017	05/11/2018	03/03/2019	170	43	213
<b>Chief Executives Office</b>						
Senior Lawyer ASC & CS	26/11/2018	26/11/2018	25/11/2019	0	83	83
<b>Finance</b>						
Benefits Officer		12/11/2018	10/02/2019	76	12	88
<b>Social Care</b>						
Advanced Social Work Practitioner	30/04/2018	03/12/2018	03/02/2019	49	14	63
Advanced Social Work Practitioner	30/04/2018	03/12/2018	03/02/2019	48	14	62
Approved Mental Health Worker	29/05/2016	03/12/2018	03/02/2019	189	14	203
Approved Mental Health Worker	05/02/2018	03/12/2018	03/02/2019	43	9	52
Approved Mental Health Worker	01/06/2015	03/12/2018	03/02/2019	239	10	249
Care Worker	06/07/2016	03/12/2018	03/02/2019	69	5	74
Care Worker	06/03/2017	03/12/2018	03/02/2019	50	5	55
Care Worker	03/04/2017	03/12/2018	03/02/2019	48	5	53
Occupational Therapist	07/10/2013	03/12/2018	03/02/2019	336	13	349
Occupational Therapist	03/12/2015	03/12/2018	03/02/2019	206	12	219

<b>Post Title</b>	<b>Original Start Date</b>	<b>Approved From</b>	<b>Proposed End Date</b>	<b>Previous Approval £'000</b>	<b>Approved £'000</b>	<b>Total £'000</b>
Occupational Therapist	06/06/2016	03/12/2018	03/02/2019	179	12	191
Programme Lead-Urgent & Emergency Care	01/03/2018	03/12/2018	03/02/2019	115	27	142
Registered Care Manager	03/07/2017	03/12/2018	03/02/2019	71	8	79
Residential Care Worker	01/04/2012	03/12/2018	03/02/2019	183	5	188
Senior Social Worker	02/04/2018	03/12/2018	03/02/2019	50	13	63
Service Manager	30/07/2018	03/12/2018	03/02/2019	45	22	67
Service Manager for OPSPD	02/04/2018	03/12/2018	03/02/2019	89	23	112
Social Worker	26/07/2017	03/12/2018	03/02/2019	98	12	110
Social Worker	05/06/2017	03/12/2018	03/02/2019	91	10	101
Social Worker	16/04/2018	03/12/2018	03/02/2019	52	13	65
Social Worker	04/06/2018	03/12/2018	03/02/2019	42	15	57
Social Worker (CHC)	03/01/2017	03/12/2018	03/02/2019	90	9	99
Social Worker/Senior Social Worker	02/10/2017	03/12/2018	03/02/2019	80	12	92
Social Worker/Senior Social Worker	04/09/2017	03/12/2018	03/02/2019	89	13	102
Support Worker	03/04/2017	03/12/2018	03/02/2019	61	6	68
Support Worker	03/10/2016	03/12/2018	03/02/2019	51	4	55
Support Worker	03/04/2017	03/12/2018	03/02/2019	48	5	53
Support Worker	04/04/2016	03/12/2018	03/02/2019	76	5	81
Early Years Practitioner	12/09/2014	03/12/2018	03/02/2019	49	2	51
Early Years Practitioner	24/02/2014	03/12/2018	03/02/2019	62	2	64
Senior Social Worker	01/04/2013	03/12/2018	03/02/2019	112	14	126
Team Manager	17/07/2017	03/12/2018	03/02/2019	126	19	145
Social Worker	23/10/2017	03/12/2018	03/02/2019	74	12	86
SENDIASS Manager	02/05/2017	03/12/2018	03/02/2019	45	16	61
Early Years Practitioner	23/02/2015	03/12/2018	03/02/2019	63	5	68
Educational Psychologist	01/03/2016	03/12/2018	03/02/2019	180	27	207
Social Worker	13/11/2016	03/12/2018	03/02/2019	129	14	143
Child Protection Chair	01/07/2015	03/12/2018	03/02/2019	166	17	183
Social Worker	28/03/2016	03/12/2018	03/02/2019	165	12	177
Social Worker	05/09/2014	03/12/2018	03/02/2019	278	14	292
Social Worker	11/08/2014	03/12/2018	03/02/2019	332	14	346
Social Worker	07/11/2016	03/12/2018	03/02/2019	135	12	147
Case Progression Manager	07/04/2014	03/12/2018	03/02/2019	418	19	437
Senior Social Worker	05/10/2015	03/12/2018	03/02/2019	167	16	183
Social Worker	06/04/2017	03/12/2018	03/02/2019	103	14	117
Social Worker	04/05/2015	03/12/2018	03/02/2019	219	12	231
Social Worker	13/04/2015	03/12/2018	03/02/2019	246	14	260
Senior Social Worker	30/04/2012	03/12/2018	03/02/2019	316	14	330
Social Worker	11/07/2016	03/12/2018	03/02/2019	158	14	172
Social Worker	01/01/2013	03/12/2018	03/02/2019	353	14	367
Social Worker	04/07/2016	03/12/2018	03/02/2019	193	14	207
Social Worker	03/07/2016	03/12/2018	03/02/2019	175	16	191
Senior Social Worker	19/12/2011	03/12/2018	03/02/2019	407	16	423

<b>Post Title</b>	<b>Original Start Date</b>	<b>Approved From</b>	<b>Proposed End Date</b>	<b>Previous Approval £'000</b>	<b>Approved £'000</b>	<b>Total £'000</b>
Social Worker	01/01/2013	03/12/2018	03/02/2019	351	14	365
Educational Psychologist	15/11/2015	03/12/2018	03/02/2019	185	17	202
Senior Social Worker	21/11/2017	03/12/2018	03/02/2019	114	15	129
Educational Psychologist	15/08/2016	03/12/2018	03/02/2019	84	16	100
Special Needs Officer	01/12/2016	03/12/2018	03/02/2019	103	13	116
Social Worker	01/04/2013	03/12/2018	03/02/2019	170	14	184
Special Needs Officer	05/01/2015	03/12/2018	03/02/2019	165	18	183
Social Worker	01/04/2013	03/12/2018	03/02/2019	146	14	160
Principal Educational Psychologist	TBC	03/12/2018	03/02/2019	207	25	232
Social Worker	10/07/2017	03/12/2018	03/02/2019	71	14	85
Social Worker	07/11/2016	03/12/2018	03/02/2019	153	14	167
Team Manager	27/03/2017	03/12/2018	03/02/2019	131	16	147
Social Worker	21/08/2016	03/12/2018	03/02/2019	144	14	158
Social Worker	01/08/2015	03/12/2018	03/02/2019	184	16	200
Social Worker	27/10/2016	03/12/2018	03/02/2019	136	14	150
Social Worker	21/11/2016	03/12/2018	03/02/2019	115	14	129
Social Worker	26/08/2016	03/12/2018	03/02/2019	140	13	153
Support Worker	20/12/2015	03/12/2018	03/02/2019	64	6	70
Social Worker	02/07/2017	03/12/2018	03/02/2019	64	6	70
Social Worker	16/12/2016	03/12/2018	03/02/2019	141	14	155
Senior Social Worker	29/06/2017	03/12/2018	03/02/2019	116	14	130
Independent Domestic Violence Advisor	12/01/2015	03/12/2018	03/02/2019	133	9	142
Social Worker	14/08/2017	03/12/2018	03/02/2019	94	12	106
Local Children & Adult Safeguarding Board Training & Quality Assurance Officer	01/04/2018	03/12/2018	03/02/2019	36	14	50
SEND Manager	04/02/2018	03/12/2018	03/02/2019	64	16	80