

## Appendix 1 – Revenue Budget Performance

### Children’s Services - Revenue Budget Summary

Month 9 Forecast Variance £'000	Service	2013/14 Budget Month 12 £'000	Provisional Outturn Month 12 £'000	Provisional Variance Month 12 £'000	Provisional Variance Month 12 %
0	Director of Children's Services	1,951	1,945	(6)	-0.3%
(98)	Education & Inclusion	2,531	2,322	(209)	-8.3%
(852)	Children's Health, Safeguarding and Care	32,888	32,246	(642)	-2.0%
(777)	Stronger Families, Youth & Communities	18,118	17,299	(819)	-4.5%
(1,727)	Total Revenue - Children	55,488	53,812	(1,676)	-3.0%

### Explanation of Key Variances

Key Variances £'000	Service	Description (Note: FTE/WTE = Full/Whole Time Equivalent)	Effect on 2014/15 Budget
<b>Director of Children’s Services</b>			
(6)	Other	Minor underspend variance	
<b>Education &amp; Inclusion</b>			
(234)	Home to School Transport	There is an underspend of <b>£0.234m</b> which reflects the reduction in numbers transported during the year.	The 2014/15 Children’s services budget strategy includes savings of £0.263m in this service.
100	Adult Social Care moves	As part of the Connaught provision it has been agreed that Children’s Services will contribute <b>£0.100m</b> towards the costs relating to Adult Social Care moves.	
(75)	Other	Minor underspend variances	
<b>Children’s Health, Safeguarding &amp; Care</b>			
(151)	Social Work Teams	The Social Work Teams underspent by <b>£0.151m</b> due to a number of vacant posts within the teams.	The 2014/15 Children’s services budget strategy includes savings of £0.315m across this service.

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Key Variances £'000	Service	Description (Note: FTE/WTE = Full/Whole Time Equivalent)	Effect on 2014/15 Budget
114	Care Leavers	The care leavers budget of £967k has overspent by <b>£0.114m</b> in 2013/14. During the year there were 55.21 FTE 'placements' for which BHCC is funding accommodation costs. This is broken down as 45.05 Care Leavers and 10.16 FTE Ex-Asylum Seekers. Costs are incurred on a number of different headings although nearly 80% of total expenditure is related to accommodation costs.	It is anticipated that the new commissioning arrangements with Housing, due to start in June, will reduce the overall spending on this service.
19	Adoption Payments	The government has instituted a number of changes and new requirements for the adoption service. Linked to this, a new Adoption Reform grant has been made available partly to fund increases in fees for inter-agency adoptions and partly to facilitate the required changes in processes. The increase in both the number and cost of inter-agency adoptions has resulted in an overspend of £0.088m. There was an underspend relating to regular adoption support payments and allowances of £0.069m for which numbers are currently slightly below budgeted levels.	
(370)	Corporate Critical-In House Foster Payments	Part of the VFM budget strategy was to switch the emphasis of fostering placements from IFA to in-house carers. The budgets were based on an increased number of in-house placements with a corresponding reduction in IFA numbers. This has not progressed as quickly as anticipated resulting in the overspend in IFAs (below) and an underspend of <b>£0.370m</b> in in-house placements.	This service is included within the children's Services Vfm 4 programme which has an overall savings target of £2.539m in 2014/15.
(372)	Contact Service	The underspend in this service is predominantly due to the use of sessional and agency staff being considerably less than anticipated in the budget. In addition there is a smaller underspend in the car mileage budget, which also reflects the more efficient use of resources than was anticipated in the budget.	The 2014/15 Children's Services budget strategy includes savings of £0.200m from this service and this budget forms part of the ongoing social work restructure review which will feed into the 2015/16 budget strategy.
27	Data	The overspend relates to work commissioned to improve data	

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Key Variances £'000	Service	Description (Note: FTE/WTE = Full/Whole Time Equivalent)	Effect on 2014/15 Budget
	Retrieval/IT	retrieval systems within Children's Services and the purchase of IT equipment for social work teams.	
107	Section 17 Preventive	The majority of this overspend <b>£0.053m</b> relates to the predicted cost of homelessness/housing charges.	
(148)	Early Years	The underspend in early years services represents preparation for, and partial early achievement of 2014/15 budget savings.	The 2014/15 Children's services budget strategy includes savings of £0.513m across this service, of which £0.265m relates to extending the use of the DSG.
125	16+Support Staff	The overspend in this service predominantly relates to staffing, including the extensive use of agency staff, charges from Sussex Community NHS Trust for a LAC Nurse, and significant costs relating to transport and parking at Lavender Street.	This service forms part of the ongoing social work restructure review which is looking at the deployment of resources across all social work teams to address budget pressures and will eventually feed into the 2015/16 budget strategy.
7	Other	Minor overspend variances	
<b>Stronger Families, Youth &amp; Communities</b>			
(901)	Corporate Critical - Children's Agency Placements	The final number of residential placements (26.20FTE) is broken down as 22.45FTE social care residential placements (children's homes), 3.44 FTE schools placements, 0.30 FTE family assessment placements and 0.00 FTE substance misuse rehabilitation placements. The budget allowed for 22.20 FTE social care residential care placements, 6.00 FTE schools placements, 1.50 FTE family assessment placements and 0.60 FTE substance misuse rehab placements. The number of children's home placements was slightly higher than the budget although 1.20 FTE of these were in 'semi independence' with a considerably reduced unit cost. Other residential placement types were low compared with historic averages, although numbers have increased in recent months. Overall the number of placements were 4.10 FTE below the budgeted level, and this combined with the unit cost savings described above resulted in	This service is included within the Children's Services Vfm 4 programme which has an overall savings target of £2.539m in 2014/15.

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Key Variances £'000	Service	Description (Note: FTE/WTE = Full/Whole Time Equivalent)	Effect on 2014/15 Budget
		<p>an underspend of <b>£0.836m</b>.</p> <p>The numbers of children placed in independent foster agency (IFA) placements began to fall during 2012/13 and that trend continued in 2013/14, although numbers have ceased to fall in recent weeks. During 2013/14 there were 165.76 FTE placements. Although this represents a reduction of 10.8% on last year, the budget strategy included a target for switching the emphasis from IFA to in-house carers which has not been achieved. On that basis the budget for IFA placements was 154.00 FTE which has been exceeded by 11.76 FTE placements resulting in an overspend of <b>£0.059m</b>.</p> <p>The final number of disability placements was 16.63 FTE with an average unit cost of £1,885.73. The number of placements was 3.13 FTE above the budgeted level. The average weekly cost of these placements was £332.53 lower than the budgeted level and the combination of these two factors together with the underspend of £0.059m on respite placements results in an overspend of <b>£0.015m</b>.</p> <p>During 2013/14 there were 1.15 FTE secure (welfare) placements and 1.56 FTE secure (justice) placements. The budget allowed for 1.25 FTE welfare and 0.75 FTE justice placements during the year. There are currently 2 children in a secure (welfare) placement and one in a secure (criminal) placement resulting in a projected underspend of <b>£0.139m</b></p>	
82	Other	Minor overspend variances	

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### Adult Services – Revenue Budget Summary

Month 9 Forecast Variance £'000	Service	2013/14 Budget Month 12 £'000	Provisional Outturn Month 12 £'000	Provisional Variance Month 12 £'000	Provisional Variance Month 12 %
1,480	Adults Assessment	48,393	50,086	1,693	3.5%
1,094	Adults Provider	14,698	15,811	1,113	7.6%
(226)	Commissioning & Contracts	(347)	(1,327)	(980)	-282.4%
2,348	Total Revenue - Adult	62,744	64,570	1,826	2.9%

### Explanation of Key Variances

Key Variances £'000	Service	Description (Note: FTE/WTE = Full/Whole Time Equivalent)	Effect on 2014/15 Budget
		The key variances across Adult Social Care are as detailed below:	.
<b>Adults Assessment</b>			
see below	Assessment Services	Assessment Services is showing an overspend of £1.693m (3.5% of net budget) at outturn, which is an increase of £0.233m from Month 9. The overspend is broken down as follows: -	
2,086	Corporate Critical - Community Care Budget (Older People)	The pressure on the Older People community care budget relates largely to the Supported Living and Extra Care Housing savings target of £1.640m jointly commissioned with Housing which was not delivered in year. The target included options around Sheltered Housing, Shared Lives and other accommodation. These options were complex and meant there were significant service, legal, financial and commissioning considerations to work through for each option that required a greater lead-in time than originally anticipated. There was also a significant increase in actual homecare costs at year-end and	The application of £0.8m 2014/15 service pressure funding o reflects underlying activity levels and will partly address this issue. The Adults VfM 4 programme is targeting high cost placements. There is a 2014/15 savings target of £1.1m against Older People's services.  Options for Extra Care schemes

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Key Variances £'000	Service	Description (Note: FTE/WTE = Full/Whole Time Equivalent)	Effect on 2014/15 Budget
		forecasting methods for 2014/15 will be reviewed to ensure a more accurate picture is obtained earlier.	continue to be explored but there will remain unachieved savings in 2014/15 that need to be addressed.
(859)	Corporate Critical - Community Care Budget (Learning Disabilities)	Learning Disabilities are reporting an underspend of £0.859m at outturn, which is a positive movement of approximately £0.800m from Month 9. The main reason for the improvement is delays in concluding Ordinary Residence (OR) claims. OR Claims are built into the forecast when applications are received and a proportion of these will be disputed. Transitions costs were £142k less than anticipated & forecast growth has not materialised. Overall there has been a decrease of approximately 14 whole time equivalent client numbers from Month 9.	The Adults VfM 4 programme is targeting high cost placements. There is a 2014/15 savings target of £0.7m against Learning Disability services. Service pressure funding of £0.500m has been allocated for transitions growth, and a further £0.200m to support provider initiatives (e.g. Day Care).
451	Corporate Critical - Community Care Budget (Under 65's)	Under 65's are reporting an overspend of £0.451m, 6.5% of the total budget (a decrease of £0.114m from Month 9). The underlying pressure is largely due to the full-year effect of the increased complexity (e.g. Acquired Brain Injury, Multiple Sclerosis) of high cost placements against homecare and direct payments. Of the overspend £0.312m is attributable to 4 complex cases, one new high cost placement at £0.104m, and a further 3 cases where costs have changed in the year by £0.208m to reflect increased levels of need. A review of high cost placements and funding sources across the U65's service is underway.	The application of £0.500m 2014/15 service pressure funding reflects underlying activity levels and anticipated growth.. The Adults VfM 4 programme is targeting high cost placements.
(44)	Corporate Critical - Community Care Budget (HIV)	The underspend is a continuation of the activity and spending levels experienced over the last 2 financial years.	
59	Support & Intervention Teams	Mainstream budgets overspent by £0.058m (0.8% of net budget).	

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Key Variances £'000	Service	Description (Note: FTE/WTE = Full/Whole Time Equivalent)	Effect on 2014/15 Budget
<b>Adults Provider</b>			
1,113	Adults Provider	<p>The provisional overspend includes an under-achievement of £0.795m against the savings target of £1.640m (2013/14 targets and unachieved targets in 2012/13). Achievement of the savings is dependent on the commissioning review of day options, the corporate VFM programme on transport, the review of options for different service models, and the Learning Disabilities accommodation review, all of which are on-going.</p> <p>The overspend also includes additional pressures on Adults Provider budgets due to increased staffing in the Resource Centres for Older People (£0.592m) which has been partly offset by one off and recurrent Department of Health Social Care funding (£0.262m) and projected shortfalls on Residents Contributions (£0.049m) and other areas are underspent by £0.061m.</p>	<p>There is a significant risk of delivery of savings in 2014/15. The service has developed a Financial Recovery Plan which shows unachieved savings in previous years in addition to the savings target of £0.765m in 2014/15 and the full year effect of the 2013/14 savings at £0.583m. Based on current service plans (at May 2014) savings of up to £0.5m could be achieved in 2014/15 leaving a potential shortfall of £1.6m.</p>
<b>Commissioning &amp; Contracts</b>			
(980)	Commissioning & Contracts	<p>Commissioning &amp; Contracts are reporting a provisional underspend of £0.980m at outturn, reflecting an improvement of £0.754m from Month 9. Of this, £0.628m relates to preventative contracts that were funded from the Public Health grant in accordance with the grant conditions. The remainder of the variance reflects one-off savings from the initiatives budget and vacancy management savings.</p>	<p>These were mainly one off savings and funding arrangements that will not be available in 2014/15. There is a savings target of £0.125m against these services.</p>

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### Environment, Development & Housing - Revenue Budget Summary

Month 9 Forecast Variance £'000	Service	2013/14 Budget Month 12 £'000	Provisional Outturn Month 12 £'000	Provisional Variance Month 12 £'000	Provisional Variance Month 12 %
184	Transport	(4,550)	(4,449)	101	-2.2%
0	City Infrastructure	21,775	21,770	(5)	0.0%
33	City Regeneration	1,146	1,145	(1)	-0.1%
27	Planning & Public Protection	4,568	4,567	(1)	0.0%
244	Total Non Housing Services	22,939	23,034	95	0.4%
(7)	Housing	11,895	11,110	(785)	-6.6%
237	Total Revenue - Environment, Development & Housing	34,834	34,144	(690)	-2.0%

### Explanation of Key Variances:

Key Variances £'000	Service	Description	Effect on 2014/15 Budget
<b>Transport</b>			
42	Head of Transport	This overspend largely relates to consultancy costs for one-off projects and additional agency staff costs.	
(233)	Corporate Critical – Parking Operations	<p>The main components of the underspend are:</p> <ul style="list-style-type: none"> <li>• London Road car park overachievement of budget by (£0.186m) largely as a result of letting an additional 220 season ticket spaces to a large local business.</li> <li>• Surplus permit income of (£0.185m). This has been caused by increased demand for permits, partially trader permits where removal of the waiting list has increased</li> </ul>	



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Key Variances £'000	Service	Description	Effect on 2014/15 Budget
		<p>demand and also a general migration from on-street parking to permits.</p> <ul style="list-style-type: none"> <li>• A surplus of £0.133m on leased car park income.</li> <li>• A surplus of £0.205m for On-street parking income.</li> <li>• There is a net overspend variance of £0.480m relating to Penalty Charge Notices (PCN) income and an increase in the bad debt provision.</li> <li>• There is an under-achievement of income of approximately £0.259m relating to other Off-street car parks. It is possible that changes in prices have resulted in greater movement to On- street parking.</li> <li>• Other underspends of £0.263m including previously reported underspends on unsupported borrowing of £0.109m and cash collections services of £0.049m.</li> </ul>	<p>There is a 2014/15 budget saving of £0.195m in respect of the introduction of Pay by Phone. There are 2014/15 budget savings of £0.250m in respect of extended CCTV enforcement of bus lanes and £0.027m in respect of improved debt collection.</p> <p>There is a 2014/15 budget saving of £0.020m relating to maintenance.</p>
58	Highways Engineering	<p>This mostly relates to Highways Engineers' employee costs where the value of works rechargeable to capital was less than the budgeted recovery target.</p> <p>There were also additional costs of £0.011m for coast protection where additional works were required as a result of the adverse weather conditions during the winter months.</p> <p>Within this service area a contribution of £0.619m has been made to the Surface Water Action Management Plan (SWAMP) Reserve. This has been funded from unspent grants and Council budgets and will be used to fund the Surface Water</p>	<p>This pressure has been addressed as part of the 2014/15 budget setting process.</p>

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Key Variances £'000	Service	Description	Effect on 2014/15 Budget
		Management Plan agreed at the November Environment, Transport & Sustainability Committee.	
40	Highways	There is an overspend of £0.191m on the routine repairs and street works budgets largely as a result of increased repairs following recent storm and adverse weather damage. This has been largely offset by additional income generated through inspection work and licences as well as managed underspends on other services.	At the end of March the council received a Severe Weather Recovery revenue grant of £0.187m to be spent on repairing flood damaged roads. This is included in the carry forward requests in Appendix 2. There is a budget saving of £0.020m in 2014/15 in respect of increased licence income.
138	Transport Planning and Road Safety	Overspends within the Transport Planning service include £0.050m due to the recharge of employee costs to project budgets being less than the budgeted recovery target and £0.025m on consultants fees in respect of one-off projects.  There is a £0.040m overspend on the Public Transport budget where payments due to bus operators were greater than budgeted and other minor overspends of £0.023m.	
56	Transport Policy	The variance is due to under achievement of staff costs rechargeable to capital projects of £0.029m and unfunded one off costs relating to trunk road junction assessments for the City Plan of £0.027m.	
<b>City Infrastructure</b>			
(171)	City Infrastructure Management & Admin	Various underspends were reported in previous TBM reports in relation to employee budgets (£0.112m) supplies and services (£0.057m) and partnership contributions from other local authorities for management and administration support in the year. The overall underspend in this area has increased by £0.010m since Month 9.	

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Key Variances £'000	Service	Description	Effect on 2014/15 Budget
263	CityClean	This largely relates to a £0.196m overspend within the City Clean Operations section. The majority of this relates to the impact of industrial action and additional costs to the service resulting from new rounds bedding in and service redesign. There is also a £0.075m overspend on fleet management, which is also largely due to the additional costs of new rounds and service redesign.	There are savings of £0.119m for CityClean in the 2014/15 Budget.
(97)	City Parks	<p>There is a £0.075m underspend within the Parks and Green Spaces Operations service. This is largely due to delays in expenditure with the Tree Management service and management of staffing vacancies. There were other underspends of £0.063m on Fleet Management and £0.026m on financing costs</p> <p>There was a £0.067m under-achievement of income at Roedean and Rottingdean golf courses as highlighted in previous TBM reports. This is due to leases ending and reduced rental values reflecting the economic downturn.</p>	<p>There are savings of £0.099m for City parks in the 2014/15 Budget.</p> <p>This on-going income pressure has been addressed as part of the 2014/15 budget setting process.</p>
<b>City Regeneration</b>			
(14)	Economic Development	The Economic Development outturn position has improved from a forecast overspend of £0.018m at Month 9. The movement is largely due to external grant funding being used to fund existing staff costs.	
13	Sustainability	The overspend is due to the unrecoverable income budget to cover the cost of staff time.	This pressure has been funded as part of the 2014/15 budget setting process.
<b>Planning &amp; Public Protection</b>			
2	Development Planning	The outturn overspend position of £0.079m within the Development Management services was	There are 2014/15 budget savings of £0.137m relating to management reshaping and service

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Key Variances £'000	Service	Description	Effect on 2014/15 Budget
		<p>£0.016m greater than anticipated at Month 9. This movement largely relates to employee costs arising from covering long term sickness and maternity absences.</p> <p>This has been partially offset by an underspend of £0.053m on Planning Strategy consultancy budgets. There are other minor underspends of £0.024m.</p>	redesign.
(3)	Public Protection	<p>There is a £0.071m overspend within Environmental Health and Licensing mainly due to an income shortfall of £0.033m and employee pressures of £0.023m. This overspend is offset by salary and supplies &amp; services underspend of £0.074m within the Trading Standards service where vacancies are currently being managed.</p>	<p>The on-going income pressure has been addressed as part of the 2014/15 budget setting process.</p> <p>There is a 2014/15 budget saving of £0.032m for Trading Standards in respect of a reduced establishment and refocusing on core statutory enforcement functions.</p>
<b>Housing</b>			
(864)	<b>Corporate Critical</b> Temporary Accommodation & Allocations	<p>The main reason for the improved 2013/14 outturn position is due to uncertainty in the original budget and the forecasting of the potential impact of welfare reforms. While the full impacts are still emerging, in 2013/14 the impact has been, financially, lower than expected on homelessness budgets. The improvement since Month 9 is therefore a result of unutilised service pressure funding of a further £0.374m, received in 2013/14, an underspend on bad debt provisions of £0.044m, and other underspends totalling £0.129m including a £0.090m underspend for a deposit guarantee scheme.</p> <p>Costs related to the 'spot purchase' of Bed &amp; Breakfast have increased as a result of the ending of a contract of alternative block booked provision</p>	<p>It remains prudent to closely monitor the impact of welfare reforms (including Universal Credit) and to anticipate a need for bad debt provision in 2014/15 in respect of potential rent defaults and/or evictions of tenants in private rented sector accommodation.</p> <p>The 2014/15 budget includes £0.640m service pressure funding which will be reviewed and monitored as part of the TBM process.</p>

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Key Variances £'000	Service	Description	Effect on 2014/15 Budget
		and more owners than anticipated requiring leased properties back in order to sell as the housing market picks up. These additional costs of £0.103m have been managed by an improved collection of Housing Benefits of (£0.164m).	
(181)	Local Delivery Vehicle	<p>The outturn position has improved by £0.181m from Month 9 due primarily to:</p> <ul style="list-style-type: none"> <li>• £0.083m of provision made in 2012/13 for the rent guarantee not now being required as any payments made under the rent guarantee are now treated as a long term debtor in the accounts</li> <li>• there was an underspend of £0.056m on the management fees (mainly on responsive repairs and cyclical maintenance).</li> </ul>	Underspend not expected to occur in 2014/15.
117	Travellers	The outturn position has improved by £0.017m compared to Month 9 mainly as a result of vacancy management. A significant part of the overspend reported at Month 9 was due to major investment required into the Horsdean temporary drainage solution in order to enable the transit site to remain open but these costs came in slightly lower than anticipated. Security costs were slightly increased and were over budget due to the incursion in November and threats to evict.	Service pressure funding of £0.100m has been included in the 2014/15 Budget to reflect the ongoing costs in this service.
169	Supported Accommodation	The overspend has increased by £0.150m from Month 9 due to unachieved savings of £0.092m which had not previously been forecast. There were also increased premises related costs from landlord rents of £0.030m and responsive repairs of £0.026m. The balance of £0.002m is a combination of minor changes across the individual services under Supported Accommodation	There is expected to be a similar pressure in 2014/15 which is increased by the savings target of £0.080m for Supported Accommodation included in the 2014/15 budget strategy. A review is currently underway to identify the options to address these issues and develop the financial recovery plan.

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<b>Key Variances £'000</b>	<b>Service</b>	<b>Description</b>	<b>Effect on 2014/15 Budget</b>
(26)	Other Housing	Overall, these areas have improved by £0.123m since Month 9. The Housing Strategy & Development position has improved by £0.027m mainly from income generation. Private Sector Housing has improved by £0.076m mainly from recovering appropriate costs at year end for work completed on the Additional HMO Licensing scheme. Fee income is used to fund this service over the 5 year term of the scheme. There has been an improvement of £0.020m within other service areas mainly from vacancy management.	

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### Assistant Chief Executive - Revenue Budget Summary

Month 9 Forecast Variance £'000	Service	2013/14 Budget Month 12 £'000	Provisional Outturn Month 12 £'000	Provisional Variance Month 12 £'000	Provisional Variance Month 12 %
3	Communications	811	819	8	1.0%
0	Royal Pavilion, Arts & Museums	3,806	3,828	22	0.6%
231	Tourism & Venues	1,599	1,836	237	14.8%
(11)	Policy, Civic, Performance & Communities	5,039	4,904	(135)	-2.7%
0	Sport & Leisure	778	774	(4)	-0.5%
223	Total Revenue - Assistant Chief Executive	12,033	12,161	128	1.1%

### Explanation of Key Variances

Key Variances £'000	Service	Description	Effect on 2014/15 Budget
<b>Communications</b>			
8	Communications	The provisional outturn for Communications is a minor overspend of £0.008m.	
<b>Royal Pavilion, Arts &amp; Museums</b>			
22	Royal Pavilion, Arts & Museums	Significant pressures against retail income have been covered by tight financial controls across the service, including vacancy management and essential spending only. The provisional overspend is £0.022m, equating to 0.6% of the net budget.	
<b>Tourism &amp; Venues</b>			
237	Tourism & Venues	Tourism & Venues are reporting a pressure of £0.237m at outturn, which is a slight increase from Month 9 and is broken down as follows: - Venues: As a result of the action taken to help	The review of ticketing arrangements in 2014/15 is expected to deliver an increase in revenue and potentially enhanced opportunities for marketing

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<b>Key Variances £'000</b>	<b>Service</b>	<b>Description</b>	<b>Effect on 2014/15 Budget</b>
		secure further bookings and maximise future business opportunities the overall pressure reported this financial year compared to the previous financial year is much improved at £0.198m. There is an overspend of £0.039m against Tourism relating to a pressure on staffing costs and reduced advertising receipts against Marketing.	
<b>Policy, Civic ,Performance &amp; Communities</b>			
(135)	Policy, Civic, Performance & Communities	Savings have been made across the service from both pay and non-pay budgets to deliver a much improved position of £0.135m underspend, compared to £0.011m reported at Month 9.	
<b>Sport &amp; Leisure</b>			
(4)	Sport & Leisure	Sport & Leisure is reporting a minor underspend.	



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### Public Health – Revenue Budget Summary

Month 9 Forecast Variance £'000	Service	2013/14 Budget Month 12 £'000	Provisional Outturn Month 12 £'000	Provisional Variance Month 12 £'000	Provisional Variance Month 12 %
0	Public Health	(410)	(410)	0	0.0%
0	Community Safety	1,399	1,389	(10)	-0.7%
10	Civil Contingencies	177	169	(8)	-4.5%
10	Total Revenue - Public Health	1,166	1,148	(18)	-1.5%

Key Variances £'000	Service	Description	Effect on the 2014/15 Budget
<b>Public Health</b>			
0	Public Health	This is a ring-fenced grant of £18.2m from the Department of Health, which has been provided to local authorities to discharge their new public health responsibilities. Adults contracts of £0.628m relating to preventative contracts were funded from the Public Health grant following a review of the grant balance available in 2013/14. At the end of the financial year there was an underspend of £0.576m (3.2% of grant amount) which has been carried forward, as part of a public health reserve, into the next financial year. In utilising these funds next year, the grant conditions will still need to be complied with.	Commitments against the Public Health grant will be monitored through the TBM process.
<b>Community Safety</b>			
(10)	Community Safety	Community Safety is reporting a small underspend.	
<b>Civil Contingencies</b>			

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<b>Key Variances £'000</b>	<b>Service</b>	<b>Description</b>	<b>Effect on the 2014/15 Budget</b>
(8)	Civil Contingencies	Civil Contingencies is reporting a small underspend.	

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### Finance & Resources and Law - Revenue Budget Summary

Month 9 Forecast Variance £'000	Service	2013/14 Budget Month 12 £'000	Provisional Outturn Month 12 £'000	Provisional Variance Month 12 £'000	Provisional Variance Month 12 %
(506)	City Services	12,288	12,056	(232)	-1.9%
0	Housing Benefit Subsidy	(569)	(706)	(137)	-24.1%
(20)	HR & Organisational Development	4,220	4,219	(1)	0.0%
225	ICT	7,355	7,681	326	4.4%
(462)	Property & Design	4,047	3,527	(520)	-12.8%
(139)	Finance	6,213	6,017	(196)	-3.2%
(74)	Legal & Democratic Services	3,308	3,145	(163)	-4.9%
(976)	Total Revenue - Resources & Finance	36,862	35,939	(923)	-2.5%

### Explanation of Key Variances

Key Variances £'000	Service	Description	Effect on 2014/15 Budget
<b>City Services</b>			
(232)	City Services	<p>Revenues and Benefits are reporting a final underspend of £0.404m after transferring £0.250m to the Welfare Reform Reserve to support the longer term budget planning for discretionary funds .</p> <p>This is the first year of budgeting for the new welfare reforms, and the delays and complexities of the schemes have been difficult to project accurately. The underspends have been mostly from payments from the Local Discretionary</p>	<p>A saving of £0.200m being a reduction in the recurrent funding for discretionary funds was included in the 2014/15 budget and in addition it has been planned to spread their use into 2015/16 due to the unexpected ending of national government funding for the local discretionary social fund.</p> <p>Other savings of £0.284m were made in the 2014/15 budget for Revenues and Benefits including the absorption of additional administration costs for the local Council Tax</p>

## Appendix 1 – Revenue Budget Performance

Key Variances £'000	Service	Description	Effect on 2014/15 Budget
		<p>Social Fund (£0.358m), Council Tax Relief (£0.224m) and other discretionary discounts and payments (£0.155m) due to initial take up being lower than anticipated.</p> <p>Elsewhere in the service, there are higher than expected staff costs of £0.061m (mainly due to overtime costs incurred in covering vacancies), a shortfall of £0.041m in income recovery (due to the policy of trying to avoid court action where possible) and other variances of net underspends of £0.018m.</p> <p>Income pressures from the Crematorium, mostly due to the impact of major works from the Mercury Abatement scheme, are at £0.235m. However, vacancy management and other one off resources offset this by £0.170m to assist with the revenue implications of the works. The works are now complete and the capacity of the service is expected to return to normal in 2014/15. Elsewhere in Bereavement Services, plot sales at the Woodland Valley Burial Site have been less than expected, resulting in a shortfall of £0.147m. Registrars service continued to show a pressure of £0.073m and this has prompted a thorough cost effectiveness review which may result on the re-shaping of the service in 2014/15. Elsewhere there were underspends and efficiencies of £0.102m which offset the pressures due mainly to</p>	<p>Reduction Scheme (£0.194m) and a reduction in the discount period allowed for Class C properties (£0.090m).</p> <p>A financial recovery plan for Life Events has been drawn up by the service within the year and as a further action plan a monthly activity analysis will be developed and compared to previous years to give an earlier indication of reduced or increased income. This will provide improved management information about demands and trends over the year and between years, taking into account exceptional factors. The full effect of the recovery plan is expected to be seen in 2014/15. Life Events have a further savings target in 2014/15 of £0.226m, being a further increase to their income targets of £0.100m and restructuring savings, including reduction in staff costs, of £0.126m.</p>

## Appendix 1 – Revenue Budget Performance

Key Variances £'000	Service	Description	Effect on 2014/15 Budget
		<p>higher than expected underspends in the Coroner's and Legal Charges services.</p> <p>The library service underspent during the year by £0.010m which was mainly due to vacancy management.</p>	
<b>Housing Benefit Subsidy</b>			
(137)	Corporate Critical - Housing Benefit Subsidy	The outturn on Housing Benefits Subsidy budget was an underspend of £0.137m compared to the breakeven position forecast at Month 9. The main reason for this improvement is that the net position on the recovery of overpaid benefit was £0.116m better than previously forecast.	
<b>HR &amp; Organisational Development</b>			
(1)	HR & Organisational Development	Human Resources and Organisational Development underspent by £0.001m in 2013/14; a significant turnaround on previous years. The service had identified a pressure following an analysis of the service's budget to realign staff estimates and income. This pressure has now been fully addressed for 2013/14 through a range of measures including holding vacancies, business process improvement efficiencies and reductions in the numbers attending training and professional qualifications for 2013/14.	<p>Strong financial management will continue throughout 2014/15 to manage ongoing pressures.</p> <p>Savings of £0.232m have been included in the budget for 2014/15, including efficiencies of £0.145m resulting from joint working arrangements, efficiency savings from the new allowances system and introduction of self-service in the Learning Resource Centre. There is also a reduction in spending of £0.087m in Adult Social Care and Children's workforce development budgets.</p>
<b>ICT</b>			
325	ICT	<p>The overspend for 2013/14 for ICT is £0.325m made up of:</p> <ul style="list-style-type: none"> <li>• Pressures on VFM savings targets (Microsoft Enterprise agreement and</li> </ul>	The service is developing a financial recovery plan in the context of planning the delivery of the ICT Investment Plan and meeting new demands for increased information security

## Appendix 1 – Revenue Budget Performance

Key Variances £'000	Service	Description	Effect on 2014/15 Budget
		<p>telephony) of £0.140m.</p> <ul style="list-style-type: none"> <li>• The additional security costs relating to the Public Services Network Code of Compliance (PSN CoCo) of £0.150m including additional staffing, contracts and increased storage and backup costs.</li> <li>• Improvements to the internet feed to enhance internet performance in order to protect core business use of £0.035m.</li> </ul>	<p>following the government's recent announcement of a 'zero tolerance' approach. There are ongoing costs of the tighter security regime which have been factored into the 2014/15 budget.</p>
<b>Property &amp; Design</b>			
(520)	Property & Design	<p>The commercial rent forecasts are being maintained with income collection performing well despite the uncertain economic climate for rental properties on the high street. Higher income resulting from rent reviews, and lease renewals on the agricultural estate, increased rentals and occupation at New England House , some of which has been allocated to reserves, and negotiated rental increases on the contracted property portfolio have resulted in the underspend.</p>	
<b>Finance</b>			
(196)	Finance	<p>The overall underspend results partially from vacancies, in particular in Internal Audit, and partially from lower than anticipated implementation costs for service developments relating to banking, income and 'e-Budgeting'.</p>	

## Appendix 1 – Revenue Budget Performance

Key Variances £'000	Service	Description	Effect on 2014/15 Budget
<b>Legal &amp; Democratic Services</b>			
(163)	Legal & Democratic Services	The service is underspent in 2013/14 by £0.163m. This was mainly within Democratic Services, £0.102m, due to vacancy management and savings on supplies and services budgets. Legal Services also underspent £0.061m due to improved income generation/collection and vacancy control.	Savings of £0.209m have been included in the budget for 2014/15. Legal Services will contribute £0.126m of this mostly due to a reduction in posts and also from external fee income. Democratic Services are expected to save £0.083m next year due mainly to a reduction in the number of staff in the service.

## Appendix 1 – Revenue Budget Performance

### Corporate Budgets - Revenue Budget Summary

Month 9 Forecast Variance £'000	Service	2013/14 Budget Month 12 £'000	Provisional Outturn Month 12 £'000	Provisional Variance Month 12 £'000	Provisional Variance Month 12 %
(250)	Bulk Insurance Premia	3,420	3,056	(364)	-10.6%
54	Concessionary Fares	10,144	10,188	44	0.4%
0	Capital Financing Costs	6,504	6,504	0	0.0%
0	Levies & Precepts	164	163	(1)	-0.6%
1,355	Corporate VfM Savings	(1,355)	0	1,355	100.0%
(567)	Risk Provisions	531	0	(531)	-100.0%
46	Other Corporate Items	(15,644)	(15,984)	(340)	-2.2%
638	Total Revenue - Corporate Budgets	3,764	3,927	163	-4.3%

### Explanation of Key Variances

Key Variances £'000	Service	Description	Effect on 2014/15 Budget
<b>Bulk Insurance Premia</b>			
(364)	Bulk Insurance Premia	The underspend relates to a lower level of insurance claims paid during the year.	A saving of £0.100m has been built into the 2014/15 budget to reflect lower payments on claims based on current trends.
<b>Concessionary Fares</b>			
44	Concessionary Fares	The overspend is slightly less than forecast at Month 9 as bad weather over the Winter led to lower than anticipated concessionary journeys on routes where there is not a fixed deal in place.	The overall budget for reimbursing local bus operators for the cost of free travel for pensioners and the disabled is forecast to increase by 4.6% to £10.600m in 2014/15. Additional funding of £0.269m has been provided in the 2014/15 budget to manage this impact.
<b>Capital Financing Costs</b>			
0	Capital Financing	The council did not undertake new external	



## Appendix 1 – Revenue Budget Performance

Key Variances £'000	Service	Description	Effect on 2014/15 Budget
	Costs	borrowing during 2013/14, and has funded schemes such as the Keep and the Workstyles programme temporarily from internal reserves saving an estimated £0.210m on the Financing Costs Budget in 2013/14. The council will eventually have to undertake new external borrowing before the reserves are spent when money market conditions are assessed to be optimal. The underspend has been transferred to the Financing Costs reserve which covers future borrowing and investment interest rate risks.	
<b>Corporate VFM Projects</b>			
1,355	Corporate VFM Projects	The overspend relates to the level of uncertain savings resulting from Accelerated Service Redesign (voluntary severance (VSS) scheme) process and IT category spend outside of the ICT service. Details are provided in Appendix 2 (VFM Programme).	
<b>Risk Provisions</b>			
(531)	Risk Provisions & contingency	At Month 9 the budget included £1.934m for Pay & Pension provisions. A further £0.034m has been allocated for pay related issues and the remaining £1.900m has been transferred to reserves. There were Contingency and other items of £0.509m, mostly relating to Welfare Reform. Of this, £0.350m is included on the carry forward schedule to support ongoing Welfare Reform and Non Domestic Rates work and the remainder has been allocated in year. There was a previously forecast underspend	

**Appendix 1 – Revenue Budget Performance**

<b>Key Variances £'000</b>	<b>Service</b>	<b>Description</b>	<b>Effect on 2014/15 Budget</b>
		of £0.567m on Risk Provisions which has reduced to £0.531m at the year end.	
<b>Other Corporate Items</b>			
(340)	Other Corporate Items	The position on Other Corporate budgets improved by £0.386m compared to Month 9. This was mainly a result of receiving the Capitalisation Grant of £0.409m in late March which was not anticipated and could not therefore be utilised in the current financial year.	

Appendix 1 – Revenue Budget Performance

Housing Revenue Account - Revenue Budget Summary

Month 9 Forecast Variance £'000	Housing Revenue Account	2013/14 Budget Month 12 £'000	Provisional Outturn Month 12 £'000	Provisional Variance Month 12 £'000	Provisional Variance Month 12 %
(58)	Employees	8,660	8,591	(69)	-0.8%
29	Premises – Repair	11,029	10,837	(192)	-1.7%
(193)	Premises – Other	3,286	3,066	(220)	-6.7%
37	Transport & Supplies	2,236	2,000	(236)	-10.6%
112	Support Services	1,969	2,021	52	2.6%
(3)	Third Party Payments	147	127	(20)	-13.6%
0	Revenue contribution to capital	23,203	23,203	-	0.0%
(252)	Capital Financing Costs	5,765	5,720	(45)	-0.8%
(328)	Net Expenditure	56,295	55,565	(730)	-1.3%
17	Dwelling Rents (net)	(49,234)	(49,180)	54	0.1%
(64)	Other rent	(1,269)	(1,387)	(118)	-9.3%
95	Service Charges	(4,932)	(4,874)	58	1.2%
(15)	Supporting People	(465)	(484)	(19)	-4.1%
(14)	Other recharges & interest	(395)	(406)	(11)	-2.8%
19	Net Income	(56,295)	(56,331)	(36)	-0.1%
<b>(309)</b>	<b>Total</b>	<b>-</b>	<b>(766)</b>	<b>(766)</b>	

## Appendix 1 – Revenue Budget Performance

### Explanation of Key Variances

Key Variances £'000	Service	Description	Effect on 2014/15 Budget
<b>Housing Revenue Account</b>			
(69)	Employees	This is due to vacancy underspends across the Housing Management Service.	This underspend is not set to continue into 14/15 – budgets have been zero based.
(192)	Premises - Repairs	The main variations within the Premises Repairs area include an underspend of £0.100m for Responsive repairs and £0.087m for Empty Property Repairs as a result of cost efficiencies achieved with the Repairs Partnership. There is also an underspend of £0.085m relating to the Housing Centre repairs and maintenance costs being lower than budgeted for. These are partially offset by an overspend of £0.089m for fire risk surveys.	The budget for 2014/15 reflects efficiencies made by the repairs partnership with regard to empty property repairs. The budget for fire risk surveys has not been changed so this is a possible pressure to be managed within the HRA TBM process.
(220)	Premises- other	This relates to an underspend of £0.130m for electricity and gas costs due to lower contract inflationary increases and lower consumption than originally budgeted for, in part, due to the mildness of this winter. The other major underspend of £0.090m relates to a charge for property insurance due to a lower level of claims, particularly for house fires.	Some of these underspends will continue into 2014/15 as the billing data was not available at budget setting time.
(236)	Transport & Supplies	This budget was originally forecast to overspend by £0.037m at month 9. However, it has now underspent by £0.236m. The major changes that have caused this swing are: the HRA budgeted contribution to discretionary housing payments of £0.070m was not required by the general fund and this was not known until the year end. There have been many small underspends throughout the service including a £0.153m underspend on general office, print and design costs and further underspends of £0.036m on the transfer incentive scheme and £0.034m on legal costs. These are partially offset by additional Homeless Bed & Breakfast payments of £0.053m due to additional decants.	Some of these underspends will continue into 14/15 and finance will be working with budget holders to report these underspends at an early stage and maximise efficiency savings in these areas for the 15/16 budget.
52	Support Services	Additional Legal support of £0.050m required by Housing Services due to additional work requirements resulting from welfare reform and capital programme major projects.	This has been built into the budget for 14/15.

## Appendix 1 – Revenue Budget Performance

Key Variances £'000	Service	Description	Effect on 2014/15 Budget
0	Revenue Contribution to Capital	An amount of £1.276m revenue contribution to capital has been transferred into the HRA capital reserves towards funding reprofiled capital expenditure in 2014/15. The revenue contribution to capital also includes the use of £0.373m to set up an earmarked HRA reserve for Renewable Energy Projects. The funding of this reserve is financed from Feed-In Tariff income (£0.028m) from solar PV installations on council dwellings and renewable heat incentive monies (£0.345m) received during 2013/14. The proposal is that the earmarked reserve is set up with ongoing contributions from the HRA Feed-In Tariff income and energy grants received each year being used to fund HRA renewable energy projects, which would fall mainly within the HRA Capital Investment Programme.	
(45)	Capital Financing Costs	There was a reduction in capital financing costs amounting to £0.244 million as a result of lower levels of borrowing than originally budgeted for. An amount of £0.150 million has been transferred to the revenue contribution to capital and subsequently transferred to capital reserves towards funding reprofiled HRA capital schemes. The underspend was offset further by the cost of revaluation losses of £0.046m from the commercial property portfolio.	This budget is zero based each year so underspends in 2013/14 will not affect 2014/15.
54	Dwellings rents	This minor (0.1%) reduction in rent income relates to a slightly higher level of Right to Buy sales than was originally budgeted for.	This budget is zero based each year so this overspend will not affect 14/15
(118)	Rents-Other	This over-achievement of income relates to car park income from private users of £0.024m and increased income of £0.094m from the HRA commercial rent portfolio due to rent levels being revised after the original budget was set.	The 2014./15 budget reflects increases in commercial rental income as part of the 14/15 HRA savings package.

## Appendix 1 – Revenue Budget Performance

Key Variances £'000	Service	Description	Effect on 2014/15 Budget
58	Service Charges	The major variances relate to a slight under recovery of income from service charges to leaseholders of £0.036m (a variance of 2.8%) which relates to the actual cost of capital works billed being lower than estimated. TV Aerial income is £0.027m less than budgeted as a result of charges not being applied to as many tenants as originally anticipated.	This is not set to continue for 14/15.

## Appendix 1 – Revenue Budget Performance

### Dedicated Schools Grant - Revenue Budget Summary

Month 9 Forecast Variance £'000	Dedicated Schools Grant (DSG)	2013/14 Budget Month 12 £'000	Provisional Outturn Month 12 £'000	Provisional Variance Month 12 £'000	Provisional Variance Month 12 %
0	Individual Schools Budget (ISB) <i>(This does not include the £7.114m school balances brought forward from 2012/13)</i>	120,369	120,369	0	0.0%
(65)	Early Years Block (excluding delegated to Schools) including Private Voluntary & Independent (PVI) <i>(Early Years 3 &amp; 4 year old funding for the 15 hours free entitlement to early years education)</i>	11,837	11,896	59	0.5%
(281)	High Needs Block (excluding delegated to Schools); <i>(This includes the £1.089m underspend brought forward from 2012/13)</i>	17,074	16,212	(862)	-5.0%
(668)	Exceptions and Growth Fund	4,594	3,950	(644)	-14.0%
0	Grant Income	(152,810)	(152,810)	0	0.0%
(1,014)	Net DSG Budget	1,064	(383)	(1,447)	-136.0%

### Explanation of Key Variances

Key Variances £'000	Service	Description (Note: FTE/WTE = Full/Whole Time Equivalent)	Effect on 2014/15 Budget
<b>Early Years Block</b>			
123	Funding for Three & Four Year Olds	Overspend relating to increase in pupil numbers from January 2014.	The higher pupil numbers will result in additional DSG funding in 2014/15. This is also a departmental critical budget
(64)	Funding for Two Year Olds	This relates to a lower than anticipated take up of early years free entitlement for 2-year olds.	This is also a departmental critical budget
<b>High Needs Block</b>			
123	Sick Children	Estimated overspend in the budget for educating children	The High Needs Block is currently

## Appendix 1 – Revenue Budget Performance

Key Variances £'000	Service	Description (Note: FTE/WTE = Full/Whole Time Equivalent)	Effect on 2014/15 Budget
		who are unable to attend school due to illness and are taught in hospital.	being fully costed and a revised split of funding will be agreed early in this financial year.
(242)	Educational Agency Placements	Costs in children's education agency placements being less than anticipated due to a lower than budgeted number of placements. This was identified at £0.200m for Month 9.	As above.
(172)	Special Educational Needs (SEN)	An underspend in High Needs top up payments to other local authority schools and Further Education colleges. This is the first year of the new DSG funding arrangements – split into the relevant blocks, and for many of the changes there were many unknown outcomes – The budget provision for some of the high cost areas such as education agency placements and FE colleges was made on the basis of Autumn 2012 student numbers and, as part of the new funding process, the onus moved to providers with regard to invoicing the LA for high needs support	As above.
(151)	SEN	An underspend in Early Help provision. This was planned to be allocated to clusters of schools, however not all clusters submitted bids and some of those that did were not successful	As above.
(127)	Unspent balance brought forward from 2012/13	Half of this was planned to be allocated in year, however this did not transpire	As above.
(123)	School Inclusion	This was planned to be allocated in year, however the level of need was not as much as anticipated	As above.
(117)	Inter Authority Recoupment	Lower level of recoupment payments to other local authorities than anticipated. Only £10k was identified as at month 9, and this is one of those areas where there were unknown outcomes.	As above.
(39)	Education of Looked After Children	Average unit costs are lower than originally budgeted.	As above.



## Appendix 1 – Revenue Budget Performance

Key Variances £'000	Service	Description (Note: FTE/WTE = Full/Whole Time Equivalent)	Effect on 2014/15 Budget
(14)	Various	Other minor underspends.	
<b>Exceptions &amp; Growth Fund</b>			
		The total underspend of £0.644m in this area relates to items specifically approved by the Schools Forum and is therefore not available for general DSG spending:	This will be reviewed as part of the review of 2014/15 and planning for 2015/16.
(318)	Early Years	This relates to increasing the capacity of providers and must be spent on this area subsequently in 2014/15.	This will be spent in 2014/15.
(159)	Exceptions	This central budget is held to meet historical commitments, for example, schools' equal pay and combined services costs, together with other statutory items paid on behalf of schools. The allocation of the Exceptions budget is approved by the Schools Forum. This small underspend relates to the currently unallocated exceptions budgets.	This will be reviewed as part of the review of 2014/15 and planning for 2015/16.
(122)	Carbon Reduction Commitment (CRC)	£0.122m relates to the CRC underspend in 2013/14.	The CRC scheme has ended for 2014/15.
(121)	Admissions & Transport	Staffing and other savings.	Funding of £0.191m has been transferred into the High Needs block for 2014/15.
76	Various	Other minor overspends.	

## Appendix 1 – Revenue Budget Performance

### NHS Trust Managed S75 Budgets - Revenue Budget Summary

Month 9 Forecast Variance £'000	S75 Partnership	2013/14 Budget Month 12 £'000	Provisional Outturn Month 12 £'000	Provisional Variance Month 12 £'000	Provisional Variance Month 12 %
139	Sussex Partnership Foundation NHS Trust (SPFT)	11,405	11,522	117	1.0%
47	Sussex Community NHS Trust (SCT)	641	629	(12)	-1.9%
186	Total Revenue - S75	12,046	12,151	105	0.9%

### Explanation of Key Variances

Key Variances £'000	Service	Description (Note WTE = Whole Time Equivalent)	Effect on the 2014/15 Budget
<b>Sussex Partnership Foundation NHS Trust</b>			
117	SPFT	Sussex Partnership NHS Foundation Trust are reporting an overspend of £0.234m at outturn (a decrease of £0.044m from Month 9). The overspend reflects pressures from a lack of affordable residential and nursing placements across the board, potentially leading to increased use of high cost placements and waivers within Older People Mental Health. There continues to be a pressure from an increase in need and complexity in Adult Mental Health and forensic services within residential and supported accommodation. Overall activity shows that there are 72 whole time equivalent clients more than budgeted (increase of 9%). In line with the agreed risk-share arrangements for 2013/14 the overspend has been shared 50/50 between SPFT and BHCC and this has been reflected in the overspend of £0.117m reported here.	The risk sharing arrangement for 2014/15 will continue on a 50:50 basis. Financial recovery measures deployed in the latter part of the year will continue in 2014/15 to manage the pressures on residential and nursing placements alongside action to improve commissioning options locally. Service pressure funding of £0.500m has been allocated in 2014/15 to address underlying issues and expected demographic growth.
<b>Sussex Community NHS Trust</b>			
(12)	SCT	The Integrated Community Equipment Store (ICES) budget is showing an underspend of £0.012m at outturn, representing an improvement of £0.059m from Month 9. It should be noted that the specific budget line for purchase of equipment was overspent by £0.031m.	