

**FINANCE AND PERFORMANCE REPORT – JANUARY 2016**

*To:* **Adults Committee**

*Meeting Date:* **1 March 2016**

*From:* **Executive Director: Children, Families and Adults Services  
Chief Finance Officer**

*Electoral division(s):* **All**

*Forward Plan ref:* **Not applicable**      *Key decision:* **No**

*Purpose:* **To provide the Committee with the January 2016 Finance and Performance report for Children's, Families and Adults Services (CFA).**

**The report is presented to provide the Committee with the opportunity to comment on the financial and performance position as at the end of January 2016.**

*Recommendation:* **The Committee is asked to review and comment on the report**

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## **1.0 BACKGROUND**

- 1.1 A Finance & Performance Report for the Children, Families and Adults Directorates (CFA) is produced monthly and the most recent available report is presented to the Committee when it meets.
- 1.2 The report is presented to provide the Committee with the opportunity to comment on the financial and performance position of the services for which the Committee has responsibility.
- 1.3 This report is for the whole of the CFA Service, and not all of the budgets contained within it are the responsibility of this Committee. Members are requested to restrict their attention to the budget lines for which this Committee is responsible, which are detailed in Annex B.
- 1.4 A guide to Finance & Performance Report, explaining the columns of the finance table, is attached at Annex A ("A Guide to the FPR Finance Tables").

## **2.0 MAIN ISSUES IN THE JANUARY CFA FINANCE & PERFORMANCE REPORT**

- 2.1 The January 2016 Finance and Performance report is attached at Annex C. The Committee did not meet in February to receive the December report, which was published on the website. In December, a year-end underspend of £88k was forecast across CFA. There were significant favourable changes in estimates by the end of January leading to a forecast underspend of £1,073k.
- 2.2 Between December and January, the main revenue changes were as follows:
  - The forecast overspend for the Learning Disability Partnership has decreased by £326k (following an adverse change of a similar value the previous month);
  - The forecast underspends in Older People's Services and Mental Health have increased by £310k, the result of vacancy levels in the Autumn, amongst other factors. This is the first year the Council has directly employed Reablement staff and the level of vacancy saving is much higher than expected;
  - There were favourable changes totalling £434k in Older People's locality teams through increased client contribution levels and decreasing external spend on care;
  - Care Act funded workstreams have an increased underspend of £200k, due to reduced estimates for staffing, carers reviews and system development costs

Additionally a new £61k underspend is now reported against the Local Assistance Scheme. This is predominantly due to an underspend on the investments element of the budget as a result of a lack of suitable investment opportunities.

Further explanation of the movements is provided in the annexed report.

At this point in the year, significant attention is being directed to verifying full-year forecasts against actual spending levels to date, particularly for external care spend.

## **2.3 Performance**

This month there are seventeen CFA service performance indicators reported. Seven are shown as green, four as amber and six are red.

Of the seven Adults Performance Indicators, three are currently red. These remain: average number of all bed-day delays, the average number of Adult Social Care attributable bed-day delays and the proportion of adults with learning disability in paid employment.

Last month the Committee queried the absence of data for the adults in contact with secondary mental health services in employment indicator. We have now been assured by CPFT that these figures are reliable, and the indicator is included.

## **2.4 CFA Portfolio**

The major change programmes and projects underway across CFA are detailed in Appendix 8 of the report – none of these is currently assessed as red. The Learning Disability Spend project remains at Amber.

## **3.0 ALIGNMENT WITH CORPORATE PRIORITIES**

### **3.1 Developing the local economy for the benefit of all**

3.1.1 There are no significant implications for this priority.

### **3.2 Helping people live healthy and independent lives**

3.2.1 There are no significant implications for this priority

### **3.3 Supporting and protecting vulnerable people**

3.3.1 There are no significant implications for this priority

## **4.0 SIGNIFICANT IMPLICATIONS**

### **4.1 Resource Implications**

4.1.1 This report sets out details of the overall financial position of the CFA Service.

### **4.2 Statutory, Risk and Legal Implications**

4.2.1 There are no significant implications within this category.

### **4.3 Equality and Diversity Implications**

4.3.1 There are no significant implications within this category.

### **4.4 Engagement and Consultation Implications**

4.4.1 There are no significant implications within this category.

### **4.5 Localism and Local Member Involvement**

4.5.1 There are no significant implications within this category.

### **4.6 Public Health Implications**

4.6.1 There are no significant implications within this category.

Source Documents	Location
As well as presentation of the F&PR to the Committee when it meets, the report is made available online each month.	<a href="http://www.cambridgeshire.gov.uk/info/20043/finance_and_budget/147/finance_and_performance_reports">http://www.cambridgeshire.gov.uk/info/20043/finance_and_budget/147/finance_and_performance_reports</a>

# Annex A

## A Guide to the FPR Finance Tables

This column shows the previous month's Forecast Variance Outturn. If you compare this column with Column 8 (which is the latest month's forecast variance outturn) –you can see how the forecast position has changed during the last month.

Budgets are grouped together into "Policy Lines", which is the level of detail at which budgets are reported within each CFA Directorate.

The "Current Budget" is the budget as agreed within the Business Plan with any virements (changes to budget). Virements to / from CFA as a whole are detailed in Appendix 4.

When a budget is uploaded to the financial system a "profile" is allocated, and this profile reflects the assumptions on the likely timing of expenditure / income. If it is a salary budget it will assume that one-twelfth of the budget will be required each month. This column shows what level of expenditure or income one would expect to have occurred by this time in the financial year. It is a helpful prompt but in many cases actual expenditure and income does not occur as profiles would suggest.

### APPENDIX 1 – CFA Service Level Budgetary Control Report

Forecast Variance Outturn (Apr) £'000	Service	Current Budget for 2015/16 £'000	Expected to end of May £'000	Actual to end of May £'000	Current Variance		Forecast Variance Outturn (May)	
					£'000	%	£'000	%
<b>Adult Social Care Directorate</b>								
0	1 Strategic Management – ASC	4,742	731	294	-437	-60%	-1,200	-25%
0	0 Procurement	577	103	298	195	189%	0	0%
0	0 ASC Strategy & Transformation	1,710	367	352	-15	-4%	0	0%
0	0 ASC Practice & Safeguarding	2,158	158	21	-138	-87%	0	0%
0	0 Local Assistance Scheme	386	67	79	13	19%	0	0%
<b>Learning Disability Services</b>								
0	2 LD Head of Services	250	22	860	838	3849%	11	4%
0	2 LD Young Adults	660	231	40	-191	-83%	29	4%
0	2 City, South and East Localities	30,991	5,806	5,381	-425	-7%	1,378	4%
0	2 Hunts & Fenland Localities	21,640	4,001	5,037	1,036	26%	962	4%

This refers to the commentary in Appendix 2.

This column shows actual expenditure and income to date.

This column is the difference between Column 4 and Column 5 (col 5 less col 4) – and highlights where expenditure is higher or lower than is planned / profiled.  
  
It is expressed in hundreds of thousands and as a percentage difference.

It is expressed in both hundreds of thousands and as a percentage of total budget.

This is the most important column of the table – it shows what the budget holder is forecasting as an over- or –underspend at year-end (the variance compared to budget). The budget holder may have detailed commitment records or local knowledge which suggests that the year-end position is similar or different to the current variance (Column 6). This column shows the Budget Holder's best estimate of what the overspend (+) or underspend (-) or balanced position (0) will be at year-end.

## Annex B

### **Adults Committee Revenue Budgets**

#### **Director of Adult's Social Care**

Strategic Management - ASC

Procurement

ASC Strategy and Transformation

ASC Practice & Safeguarding

Local Assistance Scheme

#### Learning Disability Services

LD Head of Services

LD Young Adults

City, South and East Localities

Hunts and Fenland Localities

In House Provider Services

#### Disability Services

PD Head of Services

Physical Disabilities

Autism and Adult Support

Sensory Services

Carers Services

#### **Director of Older People and Mental Health Services**

Director of Older People and Mental Health

City & South Locality

East Cambs Locality

Fenland Locality

Hunts Locality

Addenbrooke's Discharge Planning Team

Hinchingbrooke Discharge Planning Team

Reablement, Occupational Therapy & Assistive Technology

Integrated Community Equipment Service

#### Mental Health

Head of Services

Adult Mental Health

Older People Mental Health

#### **Director of Children's Enhanced and Preventative Services**

Safer Communities Partnership