

Appendix 8 – Pool Budgets Memorandum

Adults Services Memorandum Accounts 2013-14	Pooled Budget Funding	Outturn	Outturn Variance
	£000	£000	£000
<u>Learning Disability Partnership</u>			
CCC Social Care	58,797	57,305	-1,493
PCT Contribution	14,379	14,014	-365
Learning Disability Partnership Budget Position	73,177	71,319	-1,858
<u>Integrated Community Equipment Store</u>			
PCT Contribution	2,147	2,107	-40
CCC Contribution	2,290	2,247	-43
ICES Pooled Budget Position	4,437	4,353	-83

Appendix 9 – Capital Expenditure

	2013/2014 Financial Year Impact						Total Scheme Budget			
	BP Spend Allocation	Budget b/fwd	Budget revisions	Revised Spend Allocation	Actual spend	Outturn Variance (forecast less revised budget)	Total Scheme Budget per 13/14 BP	Revised Total Scheme Budget	Scheme Spend to Date	Scheme Variance (Forecast change to 13/14 BP)
	£k	£k	£k	£k	£k	£k	£k	£k	%	£k
Schools										
Primary Schools - New Communities	13,175	95	-10,090	3,180	2,640	-540	72,680	68,380	13.40%	-4,300
Primary Schools - Demographic Pressures	28,075	858	0	28,933	22,366	-6,566	115,689	115,689	34.95%	0
Primary Schools – Adaptations	270	0	-230	40	151	111	4,820	4,820	3.13%	0
Secondary Schools - New Communities	4,500	128	0	4,628	1,838	-2,789	83,921	83,921	3.64%	0
Secondary Schools - Demographic Pressures	10,520	-4	-2,000	8,516	8,779	263	91,100	91,100	26.91%	0
Schools - Scheme Final Payments	1,254	1,155	0	2,409	1,540	-868	45,178	45,178	240.06%	0
Building Schools for the Future	2,197	3,473	0	5,670	5,400	-270	40,702	41,359	13.27%	657
Devolved Formula Capital Condition, Maintenance and Suitability	1,037	2,258	145	3,440	1,826	-1,614	8,225	8,370	55.48%	145
Site Acquisition and Development	5,288	505	-388	5,405	4,234	-1,171	32,022	31,246	46.54%	-776
Temporary Accommodation	300	0	0	300	170	-130	1,800	1,800	35.38%	0
Children & Social Care Minor Works	500	0	0	500	953	453	3,800	3,800	77.56%	0
Youth Service	25	0	0	25	10	-15	180	180	24.38%	0
Children Support Services	0	520	0	520	325	-195	0	0		0
Adult Social Care: Build own residential home	2,160	0	1,948	4,108	3,498	-610	12,795	12,795	27.34%	0
Adults Community Capacity	5,000	0	0	5,000	0	-5,000	8,500	8,500	0.00%	0
	1,848	2,552	0	4,400	290	-4,110	4,017	4,017	17.03%	0
Total CFA Capital Spending	76,149	11,539	-10,615	77,072	54,020	-23,052	525,429	521,156		-4,274

Capital Funding	2013/2014 Financial Year Impact						Funding Change Notes
	BP Funding Allocation	Funding b/fwd 12/13	Funding revision in 13/14	Revised Funding Allocation	Actual Spend	Funding Variance	
Funding sources:	£k	£k	£k	£k	£k	£k	
Basic Need	10,260	0	2,343	12,603	12,603	0	Basic Need capital grant adjustment relates to the late announcement of the confirmed allocations; adjustment is to the forecast presented in the published business plan. Targeted Needs Bids as per EFA at September and November 2013 have been applied now costs are complete for 2013/14 hence the £21k increase from Mar 14 position.
Capital maintenance	5,844	0	302	6,146	6,146	0	Capital Maintenance grant adjustment relates to the late announcement of confirmed allocations; the adjustment is to the forecast presented in the published business plan.
BSF - grant	5	5,061	736	5,802	5,400	-402	Building Schools for the Future's revised funding relates to revisions in spend profile and grant receipts. The final receipt for BSF was received in May 2013. The balance carried forward to 2014/15 will part fund the remainder of the ICT costs on the programme. The £23k movement from March relates to an Academy contribution to the BSF build.
Short breaks	388	80	-388	80	80	0	The anticipated Disabled Children's Short Break's grant has now been withdrawn by DfE; the small b/forward balance will be fully spent this year.
Other Grants	833	0	10	843	843	0	The budget revision relates to a £10k contribution to the refurbishment of CCC Library for the sole use of Early Year's facilities.
S106 contributions	26,877	0	-17,770	9,107	9,107	0	The reduction in s106 receipts for 2013/14 is comprised of £10.3m where the associated expenditure will either not be CCC's responsibility (as in the case of the University site £4.3m) or where the build programme has also been delayed (as in the case of NIAB site-£5.2m) so replacement funding is not required. £9.4m of delayed receipts impact on Prudential borrowing as the associated capital programmes spend plans exceed s106 receipts as in the case of the secondary schools at Cambourne and Trumpington Meadows. In addition to the £1.4m of receipts identified last month as applicable to in year projects a further £0.6m have been matched to prior year projects, reducing anticipated Prudential Borrowing by a further £0.6m.
Prudential Borrowing	29,487	2,268	1,470	33,225	15,188	-18,037	Brought forward balances relate to underspend in 12/13. Previously unspent borrowing (Dec 13 £5.36m) will be called on due to the delayed s106 receipts.
Capital Receipts	0	0	516	516	516	0	Capital receipts received by the authority, allocated from Corporate Services reducing Prudential Borrowing in CFA
Other contributions - C.U.H/Schools	0	0	2,021	2,021	2,021	0	Contributions from schools on build projects.
Devolved formula capital	1,037	2,258	145	3,440	1,826	-1,614	DFC is a rolling three-year programme; the brought forward balance relates to 11/12 and 12/13 rolled forward funds. The £145k relates to the DfE revision of allocations.
Adult specific Grants	1,417	1,872	0	3,289	290	-2,999	A number of delays have occurred in schemes where there is planned expenditure This includes Larkfield & Transformation funding which needs to be carried forward to achieve 2014/15 planned capital spends.
Total Funding	76,148	11,539	-10,615	77,072	54,020	-23,052	

Primary School New Communities £540k underspend in 2013/14

North West Cambridge Primary (NIAB) profiled expenditure was revised for 2013/14 in response to the rescheduled start on site date reflecting the fact that the design code for the development has yet to be approved; without this, the design for the primary school cannot be finalised. Note: S106 receipts for this scheme are delayed and will now be received and used in 2014/15 as a reflection of delayed build across the site. The outturn for 2013/14 is a £450k underspend. The total cost of the project is expected to remain on budget.

All expected costs to be incurred for the University development site have been removed (£4.3m) as confirmation has now been received that the University has been granted approval by the Secretary of State to open the new primary as a University Training School, hence the project variance of £4.3m forecast change to the 13/14 Business Plan. Agreement has been reached with the University that they will undertake the development, and fully fund the project themselves. Income for the full cost to date to be reimbursed has been accrued for as income in 2013/14, resulting in a £50k in year underspend as reimbursement of costs incurred in 2012/13 are also accounted for in 2013/14.

Both Northstowe and Alconbury Weald's s106 receipts have been delayed. The project costs for the year have been revised to take account of this, contributing £55k to the balance of the forecast underspend. Following considerable discussion and negotiation, the S106 for the first phase of Northstowe has now been signed. The project's completion is now set for November 2015. Due to uncertainty over the development timetable for Alconbury Weald, option appraisal work only began in December 2013, followed by development of the commission brief in early 2014.

Primary School Demographic Pressures £6,566k underspend in 2013/14

Sundry movements since the March report in respect of over 30 schemes has resulted in an overall reduction in the underspend of £275k on forecast. This movement reflects the difficulties in predicting the work progress at the design phase which applies to the majority of the schemes in this category.

Isle of Ely Primary profiled expenditure has been revised for 2013/14 as the main build works, and therefore expenditure, will occur in 2014/15. This presents a £4,768k underspend on the scheme in this financial year. Design work progressed slightly faster than reported at March month end. However, the total cost of the project is expected to remain in line with the published business plan.

Wisbech (additional places) has initial costs of £793k relating to feasibility and planning fees incurred in 2013/14 ahead of time for the provision of the places. The scheme has been re-profiled during the business planning process for 2014/15. The total cost of the project is expected to remain in line with the published business plan.

A recategorisation of the capital costs of early years provision in primary schools from the Primary Schools category to the Children Support Services category has been undertaken to fully utilise capital grants received. This has resulted in reduced spend in the Primary School demographic category for The Shade Primary in Soham and Chesterton Primary by £420k and £340k respectively. However, this is simply a reclassification of costs, rather than any reduction in scheme spend on provision at these schools.

Spend on Hemingford Grey Primary was £1,087k less in the year than originally planned, based on a £2.0m budget. As previously reported this is the result of a greater than expected number of pre commencement planning conditions. However, work on site did start in January 2014 and is progressing well. The overall cost of the project is expected to remain on budget.

Thorndown Primary is progressing well, although as reported in January, there has been some slippage and rescheduling of the build programme items of around £600k. £400k in payments have been withheld as a result of issues with the roof. Contractor payments are £944k less than originally anticipated at the beginning of the year.

Huntingdon Town additional 1FE places expenditure will now fall into 2014/15 as the project completion has slipped to September 2016 opening following a review of known and predicted demand for places; the total expenditure is expected to remain in line with the published business plan but there is a £150k in year underspend due to the slippage.

Kings Hedges Primary's spend has progressed faster than originally anticipated in 2013/14 and is therefore, £153k over budget for the year but total spend for the scheme is on target. Hardwick second campus (Cambourne) has increased costs of £201k due to the design phase of the project being progressed more quickly than anticipated. The overall costs of both projects will remain the same.

Primary School Adaptations £111k overspend in 2013/14

Hauxton was projected to spend to plan in 2013/14 but there has been some slippage and the project now needs to be reprogrammed resulting in a £10k underspend. The s106 has been moved to 2014/15 as has provision for the cost.

Morley Memorial and Dry Drayton schemes having originally been planned for commencement in the next financial year have both incurred feasibility, planning and design costs this financial year (£99k and £21k respectively) accounting for the overspend. The build works and remaining budget are still expected to be in line with the published business plan.

Secondary Schools New Communities £2,789k underspend in 2013/14

Southern Fringe Secondary build main contract work was expected to commence in October 2013. However, aspects of the contract have been delayed until last month, this accounts for £2,814k of the underspend. The overall cost of the project is expected to remain on budget.

Secondary School Demographic Pressures £263k overspend in 2013/14

The programme of works on the sports hall at Coleridge Community College has been delayed as the bids for the original design came in £1m over budget. The redesigning of the hall to meet budget constraints added in the region of 3 months to the timeline. The revised design necessitated building next to a boundary with resultant party wall awards and diversion of power cables. The timeline has moved slightly resulting in the £132k additional spend in 2013/14 but overall the scheme will be on budget.

Cambourne accounts for most of the balance of the variance, £156k but again there is no expectation that the overall scheme spend will exceed plan.

Schools - Scheme Final Payments £868k underspend in 2013/14

Final accounts are not being concluded as anticipated at the commencement of this financial year. There are numerous issues that need to be resolved between project managers/employers' agents and contractors. These are being actively pursued and until they are either substantiated or proved unfounded, the Council cannot agree and conclude final payments.

Condition, Maintenance and Suitability £1,171k underspend in 2013/14

There have been some delays in schemes, principally at Girton and Coton with the result that work has been rescheduled for Easter 2014. In addition, a number of tenders for the Priority 1 condition projects have come in with lower prices than had been anticipated. The scheme variance of £776k is a result of the withdrawal of the Disabled Children's Short Breaks Grant in both 2013/14 and 2014/15; £388k had been included in the Business Plan for each year.

Temporary Accommodation £453k overspend in 2013/14

The overspend has been reduced from £800k in February by working with Early Years to best utilise the available budget for developing 2 year old placements as £650k had been spent from this budget to support the Early Years targets. The transfer of these costs is reflected here, however, given the significant overspend this budget will be reviewed in 2014/15 to take account of demographic changes and availability of school places.

Building Schools for the Future £270k underspend in 2013/14

Re-phasing of some projects resulted in fewer milestone payments being made in the 2012/13 financial year. These have been paid in 2013/14. Also schools have opted to defer more of their ICT capital spend until later in the contract term. The original assumption had been that a larger proportion of the ICT capital spend would be incurred in parallel with the building work.

The effect of these changes is to defer some expenditure principally into 14/15, 15/16 and 16/17 in the case of ICT spend. The overall spend on the project has been revised down by £200k as there is now greater confidence about the likely outcome on the constituent projects. The project variance shown for BSF has been revised to £657k. This will be funded from a mixture of BSF and Prudential Borrowing the result of the ICT spend which had not been included in the original BSF funding of the project plan.

Devolved Formula Capital £1,614k underspend in 2013/14

The £145k rise in the overall scheme is due to the DfE increasing the allocation to Cambridgeshire after Business Plans had been finalised. DFC is a rolling three year fund. Annual grants are made available to schools for use towards smaller works and in-year capital pressures. The underspend of £1,614k is the accumulation of the three year rolling funds that remain unspent. The funds will roll forward to 14/15 for spending.

Youth Services £195k underspend 2013/14

This underspend is a result of successful tenders having been agreed for the works on Whittlesey and Bargroves Youth Centres and elements of this work slipping into 2014/15. The work on Huntingdon Youth Centre will now take place early in 2014/15.

Children Support Services £610k underspend in 2013/14

The expenditure profile for the Trinity School's Hartford Centre project was adjusted to show an earlier than anticipated spend of £1m and hence an overspend, following Cabinet's approval on 26 November 2013 to conclude negotiations to purchase an appropriate site. This adjustment has now been reversed as the Council's initial offer has been rejected. However, negotiations are on-going with a view to securing an agreement early in the new financial year. £559k of the underspend is in respect of the reduction in anticipated spend in 2013/14 for 2 year old places. A further £40k of planned capital expenditure in respect of the roof work at Ascham Road has been funded from the maintenance revenue budget.

Adult Social Care budget £9,110k underspend in 2013/14

The ASC capital programme for 2013/14 totals £9.4m, the current forecast underspend is £9.1m.

- A total capital investment of £8.5m is available for the building of a new residential home in Cambridge or South Cambs. £5m has been allocated to capital spend for 2013/14. The programming of this spend is still under consideration resulting in £5m underspend being reported in 2013/14 and the removal of the scheme within the 2014/15 Business Plan.
- Community Capacity Schemes totalling (£4.1m) is now not expected to be spent until 2014/15.

Appendix 10– Debt Management

Directorate	Debt 4-6 Months Old			Debt over 6 months old			Secured Debts & Pay Plans		
	As at 28 th Feb £'000	As at 31 st Mar £'000	Change £'000	As at 28 th Feb £'000	As at 31 st Mar £'000	Change £'000	As at 28 th Feb £'000	As at 31 st Mar £'000	Change £'000
Adult Social Care	497	480	-17	857	781	-76	644	655	11
Children's Social Care	6	7	1	1	2	1	0	0	0
Strategy & Commissioning	1	1	0	3	3	0	0	0	0
Enhanced & Preventative Services	11	1	-10	1	1	0	0	0	0
Learning	21	22	1	17	17	0	1	1	0

Total	536	510	-26	878	803	-75	645	656	11
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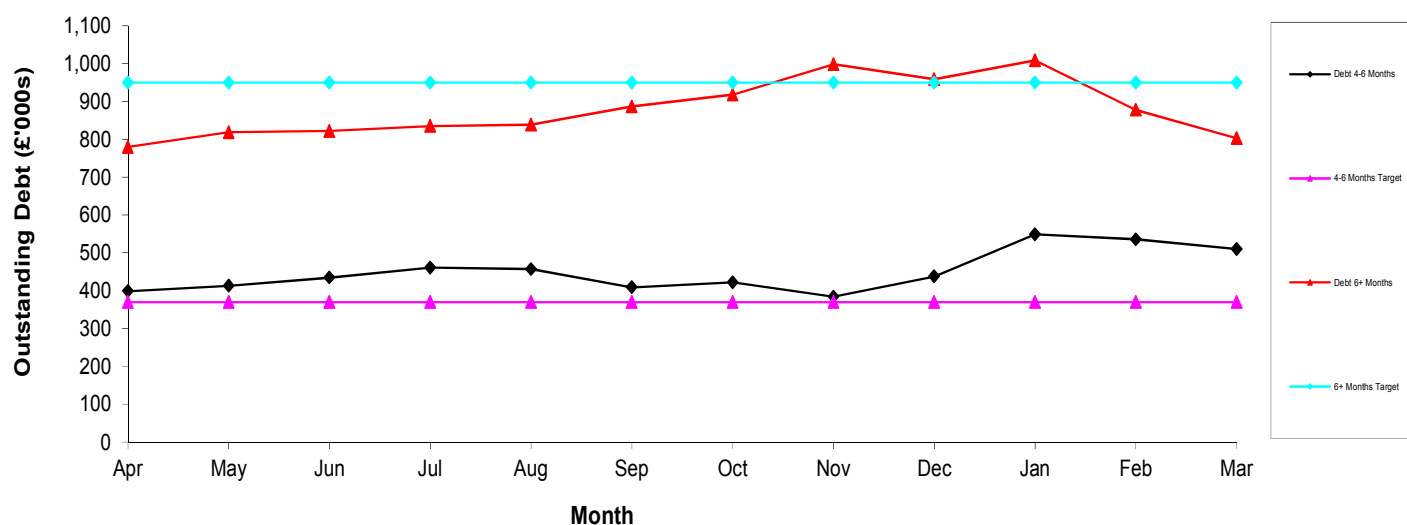
CFA Debt Target 2013/14 £'000
Variance from Target

370
140

950
-147

CFA debt is closely managed throughout the year, with Finance taking an active role in chasing amounts outstanding. Monthly full self-service reports are produced and circulated to all budget holders, with monthly summary debt reports being shared with Directors.

Work has progressed with the direct debit billing for schools, so helping to ensure prompt payment from schools and reduced transactional costs.

CFA Debt Performance, 2013/14

Adult Debt status as at 31st March 2014

The table below shows the level of debt that is subject to specific secondary action; *this excludes items that are subject to payment plans or secured by legal charge.*

	4-6 months £,000	>6 months £,000	Notes and Actions
With Budget Holder	2	23	
Debt recovery team	127	86	
Debts subject to specific secondary debt action			
Legal	0	31	
Mediation/Small court claim	0	0	
Recovery Agency	2	14	
Court of protection	2	20	
Probate	53	143	
Appointee / Fin. Review	15	132	
Power of Attorney	10	69	
Income recovery Officers	106	255	
PCT Managed Debt	162	8	
Sub Total	350	672	
Target - 65% and 90%	73%	86%	Green / Green Status
Total	479	781	

The table above shows that we are currently operating close to the targets set for debts subject to secondary action

PCT Debt Analysis

At the end of March 2014 the overall value of invoices outstanding reduced by £6.3m to £3.03m. Outstanding Pooled / ICES invoices are £2m.

Period	Mar 14 £'000	Previous month
>6 months	2,062	2,059
91-180 days	163	181
31-90 days	3	1,836
current <30 days	802	2,234
Total	3,030	6,310

Appendix 11 – Prompt Payment Performance (Creditors)

% of Invoices Paid on Time	Apr 2013	July 2013	Aug 2013	Sept 2013	Oct 2013	Nov 2013	Dec 2013	Jan 2014	Feb 2014	Mar 2014
Manual Invoices	98.9%	99.1%	98.7%	97.9%	98.5%	97.3%	98.4%	97.5%	97.8%	98.2%
Self Billing Invoices	100.0%	100.0%	100.0%	100.0%	100.0%	100.0%	100.0%	100.0%	100.0%	100.0%
Interface Invoices	100.0%	100.0%	100.0%	100.0%	100.0%	100.0%	100.0%	100.0%	100.0%	100.0%
Purchase Cards	100.0%	100.0%	100.0%	100.0%	100.0%	100.0%	100.0%	100.0%	100.0%	100.0%
Overall	99.9%	99.9%	99.8%	99.8%	99.8%	99.6%	99.8%	99.7%	99.7%	99.8%
Cumulative Performance	99.9%	99.7%	99.8%	99.8%	99.8%	99.8%	99.8%	99.8%	99.8%	99.8%

The council's performance target for payment of undisputed invoices is 97% paid within 30 days. The following performance targets are used –

- > 97% Excellent
- > 95% Very Good
- > 93% Good
- > 90% Satisfactory
- < 90% Poor

The cumulative performance from corporate reports of 99.8% significantly exceeds the 'Excellent' threshold. Work is on-going with budget holders to ensure performance is maintained, and the emphasis continues with paying invoices via the electronic route of E-Business and Purchase Cards.

Schools performance is excluded from the BVPI 8 for prompt payment performance. All schools now run their own bank accounts and pay their invoices locally and so information on prompt payment performance is not readily available. Schools are reminded on a regular basis of the requirement to pay all invoices within 30 days including over the holiday periods.

