FEBRUARY CORPORATE MONITORING



Revenue Monitoring Position

Directorate	2012/13 Council Approved Budget	2012/13 Budget Virements	2012/13 Latest Approved Budget	Forecast Outturn	Forecast Year End Overspend / (Underspend)	Overspend / (Underspend) movement since February
	£m	£m	£m	£m	£m	£m
People	122.620	1.351	123.971	127.276	3.305	0.182
Place	42.460	0.620	43.080	43.674	0.594	0.158
Corporate Services	30.296	0.359	30.655	30.348	(0.307)	0.004
Chief Executives Office	1.901	0.534	2.435	2.326	(0.109)	0.076
Corporate Items	6.489	(2.864)	3.625	1.298	(2.704)	(0.735)
TOTAL	203.766	0.000	203.766	204.922	0.779	(0.315)

Key Issues and Corrective Actions (if required)

Issue	Variation £m	Direction of Travel	Management Corrective Action
PEOPLE. Children's Social Care, independent sector costs offset against in-house foster care savings. Residential budgeted placements 16 v actual of 20	0.225	Worsening	 Bring forward review and soft market test of parent and residential placements Continue to focus on reducing additional payments for children in independent foster care Budget challenges have taken place Continue to review and hold vacancies where appropriate
PEOPLE. Joint Commissioning & Adult Social Care. Implementation of the new care management system is on track and we will continue to shift commissioned services to personal budgets (which means allocating resources based on needs and not the cost of services) However the significant increase in the numbers of direct payments is not being offset by reduced spend in other areas at the same rate. There are also pressures in the system relating to reduced income through fairer charging and the cost of supporting a small number of complex high cost clients linked to the criminal justice system	4.413	Improving	 Management action around sign off of spend at the front door and a number of other measures implemented is starting to have an impact Client service reviews Review of high cost packages Govt grant funding for Winter Pressures programme now received £0.130m more than previously forecast in January

Issue	Variation £m	Direction of Travel	Management Corrective Action
PEOPLE. Homes & Communities. Spending review to target spending reductions to help the overall departmental position.	(0.724)	Same	 Continue to hold vacancies held pending service restructure and future admin and business support reviews. Review non-staffing spend Management actions agreed to balance the budget
PEOPLE. Education Learning & Family Support	(0.848)	Same	Management actions agreed to balance the budget
PEOPLE. Plymouth Leisure	0.242	Worsening	 Clarity is emerging around the quantum of previously identified pressure linked to utilities costs at the Plymouth Life Centre. Early projections made during the development of the design of the building indicated consumption rates which have been since proven to be inaccurate now that the building is in operation. Work is underway to validate the pressure and the Council will continue to work with the operator to ensure that the pressure is reduced year on year through energy saving initiatives.
PLACE – Transport & Infrastructure. There has been a decline in car park income, generally down to the effects in the downturn in the economy, c£400k in year. Significant pressures on highways maintenance due to adverse weather conditions. Street Lighting energy cost pressures of £375K. Also non receipt of DfT monies of c£300	0.385	Worsening	 Vacancies being held in the transportation strategy unit are partly offsetting the increased pressures. Improved income road safety & improved concessions forecasts. However income is dependent upon a number of variables that can be volatile to the numbers. Repairs undertaken to be risk assessed and programmed in line with resources available.
PLACE – Planning. Movement of £120k in period	(0.056)	Improving	Favourable variances identified by improving income streams and some staff savings.

PLACE – Environmental Services. Increases in disposal costs due to increased tonnage levels. Recycling income below projections due to dramatic fall in prices across the euro zone.	0.205	Same		The dept. has taken extensive action to mitigate pressures by deferring spend, and reviewing element of the 3rd and 4th management structure Favourable projections in cremation fee income helping to offset pressures The department will need to draw down additional waste reserve at year end to cover additional disposal costs, and reduced recycling income that has been reflected in the numbers.
PLACE – Customer Contact Centre Delivery Plan	0.100	Same	•	Will not be achieved in 2012/13, customer transformation programme will deliver saving in 2013/14. This delivery plan is expected to be met from departments delivering additional savings targets.
CHIEF EXECUTIVE	(0.109)	Worsening	•	Partial achievement of printing delivery plan now reflected in monitoring
CORP SERVICES - FETA	(0.100)	Same	•	Stop discretionary spend on non-essential repairs
CORP SERVICES - FETA	(0.200)	Same	•	Review non-staffing spend in corporate landlord budgets £150k / other £50k
CORP SERVICES – Cust Serv.	(0.065)	Same	•	Review non-staffing spend
CORP SERVICES – HR + OD	(0.045)	Same	•	Review non-staffing spend
CORP SERVICES – D + G	(0.062)	Same	•	Review non-staffing spend
CORP ITEMS – Insurance	(0.670)	Same	•	Full review of claims history for 12/13 and projection to year end
CORP ITEMS – VRS scheme	(0.100)	Same	•	Over 100 applications to date Continue to progress remaining applications
CORP ITEMS. Contingency	(0.500)	Improving	•	Release of contingency taken in December
CORP ITEMS. Contingency	(0.650)	Improving	•	Gradual release of contingency
CORP ITEMS. CRC charge	(0.200)	Same	•	Release saving on Carbon Reduction Charge (CRC) - invoice now received is lower than budget for 2011/12 and assumed for 2012/13 (2 x £100k)

CORP ITEMS. Capital Financing	(0.576)	Worsening	Release additional accrued savings of £102k from Treasury Management activity, however offset by Environmental Services borrowing £225k	
TOTAL MAJOR VARIANCES	0.705			

Capital Position

									Februa	ry 2013
	Quarter 1 Forecast (approved at Sept Council)	Quarter 2 Forecast (approved at Dec Council)	January 2013	New Schemes for Approval	Re-profiling	Virements	Variations	February 2013	Actuals	Spend as % of Latest Forecast
			£000	£000	£000	£000	£000	£000	£000	£000
People	38,007	35,666	33,677	0	(20)	0	114	33,771	24,924	73.80%
Place	13,727	14,416	10,755	0	(148)	0	13	10,620	5,872	55.29%
Corporate Services	8,747	7,308	7,134	0	0	0	38	7,172	5,073	70.74%
Capital Programme	60,481	57,390	51,566	0	(168)	0	165	51,563	35,869	69.56%
Tamar Bridge & Torpoint Ferry	1,626		1,052					1,052		0.00%
Total Capital Programme	62,107	57,390	52,618	0	(168)	0	165	52,615	35,869	68.17%

MTFF Capital Programm	<u>ie</u>				
	2012/13	2013/14	2014/15	2015/16	
	LATEST	LATEST	LATEST	LATEST	Total
	FORECAST	FORECAST	FORECAST	FORECAST	
	£000	£000	£000	£000	£000
People	33,771	33,276	7,777	1,304	76,128
Place	10,620	25,071	25,687	14,945	76,323
Corporate Services	7,172	6,645	1,427	485	15,729
Capital Programme	51,563	64,992	34,891	16,734	168,180
Tamar Bridge & Torpoint Ferry	1,052	2,727	2,430	1,650	7,859
Total Capital Programme	52,615	67,719	37,321	18,384	176,039

				Financing of 201	2/13 to 2015/16	3			
	Capital Receipts	Unsupported Borrowing	Cornwall Unsupported Borrowing	Supported Borrowing	Grants	Contributio ns	S106 / Tariff / RIF	Revenue / Funds	Total Funding
	£000	£000	£000	£000	£000	£000	£000	£000	£000
People	3,402	2,179			67,514	1,015	544	1,474	76,128
Place	16,642	20,290	0	107	32,740	1,226	1,780	3,538	76,323
Corporate Services	1,803	11,447	0	0	410	201	7	1,861	15,729
Capital Programme	21,847	33,916	0	107	100,664	2,442	2,331	6,873	168,180
Tamar Bridge & Torpoint Ferry	0	0	7,859	0	0	0	0	0	7,859
Total Capital Programme	21,847	33,916	7,859	107	100,664	2,442	2,331	6,873	176,039

Key Issues

Actual expenditure in 12/13 is 68% of forecast, however there are a number of projects, including University Technical College £3.8m, All Saints Academy £3.9m and Strategic Cycle Network £0.9m, where expenditure is either not planned until the end of the financial year. Officers are continually working with project staff to review cashflow forecasts in order to provide assurance over the overall forecast expenditure in 2012/13.

Capital Receipts Summ Year	Capital Receipts b/fwd from Previous Year	Cap. Receipts Actually Received (YTD)	RAG Rated Forecasted Receipts	Estimated Pooled HSG Cap Receipts / Loan Repayments	Total Receipts Received / Expected	Capital Receipts Required for Funding (as above)		(Shortfall) / Surplus of Capital Receipts
	£000	£000	£000	£000	£000	£000		£000
2012 / 2013	2,176	2,837	3,231	37	5,444	6,725		(1,282)
2013 / 2014	(1,282)	0	11,844	37	10,599	3,504		7,095
2014 / 2015	7,095	0	5,169	37	12,301	8,118		4,183
2015 / 2016	4,183	0	80	37	4,299	3,500		799
Total					_	21,847	0	799

Officers are keeping the capital receipts position under review, and ensuring that the best use of resources is made.

Feb-13												
	Month											
Dissiplinary, by department 9 actors	process started											
Disciplinary by department & category		M 40	J 40	1-1-40	A 40	040	0-1-10	N 40	D 40	1 40	F-1-40	Out of Table
	Apr-12	May-12	Jun-12	Jul-12	Aug-12	Sep-12	Oct-12	Nov-12	Dec-12	Jan-13	Feb-13	Grand Total
Childrens Social Care		1	1	1		4				1	1	9
Attendance/Absence						1						1
Capability Sickness and Disability		1	1	1		2				1	1	7
Misuse of council resources						1						1
Customer Services	2		1					1			1	6
Attendance/Absence Other	2	1	1					1				5
Unprofessional Conduct											1	1
Democracy and Governance	1		1				1				1	4
Attendance/Absence Other			1				1				1	3
Confidentiality	1											1
Economic Development						1						1
Unprofessional Conduct						1						1
Education, Learning & Families		2		3			3	4		1	3	16
Attendance/Absence				2			1	2				5
Capability Sickness and Disability										1	1	2
Capability/Qualification				1						<u> </u>	 	1
Conduct Relating to Children				-							1	1
Fraud/Theft/Financial							1				 	1
Misuse of council resources							<u>'</u>				1	1
Unprofessional Conduct		2					1	2			 '	5
Environmental Services	1	1	3	1	3	6	7	5		7	11	46
Attendance/Absence	<u>'</u>		3		3	3	7	2		1	10	
	1					3	,		1	4	10	29
Capability Sickness and Disability Fraud/Theft/Financial	<u>'</u>									1		
				- 1		2		4		1		3
Health and Safety				1		1		1				3
SOSR											1	1
Unprofessional Conduct		1	3		1		_	2		1		8
Finance, Efficiencies, Technology & Asst		2	2		1		2	2	2	7	3	21
Attendance/Absence		1										1
Capability Sickness and Disability							1	2	2	7	1	13
Capability/Qualification											1	1
Conduct Relating to Children			1									1
Health and Safety		1										1
Performance Management					1							1
Performance Management Other											1	1
Unprofessional Conduct			1				1					2
Homes & Communities	1			1						1	2	5
Capability Sickness and Disability										1		1
Fraud/Theft/Financial	1											1
Unprofessional Conduct				1							2	3
Human Resources and Organisational Dev		1	1								2	4
Attendance/Absence											1	1
Attendance/Absence Other			1								1	2
Capability Sickness and Disability		1										1
Joint Commissioning & Adult Social Care	2		2	4	1	2	5	10	5	13	2	46
Attendance/Absence	1		1	1	1	2	5				1	38
Capability Sickness and Disability										2	1	3
Conduct Relating to Vulnerable Adults			1	3							1	4
Unprofessional Conduct	1										1	1
Lifelong Learning											1	1
Unprofessional Conduct											1	1
Planning Services								1			'	1
Misuse of council resources Other								1			 	1
Transport & Infrastructure		1		1	2			1				
Attendance/Absence		•		•	1			•				1
Attendance/Absence Other		1		1	1						}	1
	7	1		1	1	40	40	0.4		- 00		4
Grand Total	/	9	11	11	/	13	18	24	8	30	27	165

WORK FORCE: FULL TIME	LQUIVI	LEIV I 3													
Feb-13															
	2010/11	2011/12	Mar	Apr	May	Jun	Jul	Aug	Sept	Oct	Nov	Dec	Jan	Feb	Change 2012/13
Council Wide	3718.70	3671.60	3248.50	3250.10	3246.60	3251.40	3252.60	3270.60	3249.50	3239.60	3235.10	3212.40	3193.90	3163.70	(86.40
Executive Office															
Corporate Communications			12.00	12.00	12.00	12.00	12.00	12.00	12.00	12.00	12.00	12.00	12.00	12.00	0.0
Management & Support (Chief Executive)			3.00	3.00	3.00	2.00	2.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	(3.00
Policy, Performance and Partnerships			21.80	22.80	23.50	23.50	23.90	23.90	23.90	23.90	23.90	23.90	23.90	22.90	0.10
Total			36.80	37.80	38.50	37.50	37.90	35.90	35.90	35.90	35.90	35.90	35.90	34.90	(2.90
Corporate Services															
Customer Services	-		147.60	145.80	146.80	145.40	140.70	139.60	144.10	142.20	144.10	170.10	169.10	169.60	23.80
Democracy and Governance			86.40	86.10	87.10	87.30	88.10	88.10	88.50	87.90	89.50	87.60	89.20	87.20	1.10
Finance, Efficiencies, Technology & Asst			512.90	512.60	513.90	508.20	511.30	514.70	513.10	510.80	510.00	481.90	482.70	478.50	(34.10
Human Resources and Organisational Dev			109.40	108.50	104.30	101.80	101.80	102.80	100.40	86.90	86.90	86.90	85.90	84.70	(23.80
Management and Support			3.00	3.00	3.00	2.00	2.00	2.00	2.00	2.00	2.00	2.00	2.00	2.00	(1.00
Total			859.30	856.00	855.10	844.70	843.90	847.20	848.10	829.80	832.50	828.50	828.80	819.30	(36.70
People	-														
Childrens Social Care			321.60	321.60	332.50	338.10	330.60	333.60	333.50	339.40	339.80	338.10	329.10	310.40	(11.20
Education, Learning & Families	•		361.10	365.00	548.40	547.00	575.30	584.30	567.60	563.60	564.70	553.70	544.20	539.30	174.30
Homes & Communities	•		146.70	147.50	213.30	225.60	224.10	228.10	226.30	226.60	225.50	224.50	225.00	240.50	93.00
Joint Commissioning & Adult Social Care			479.30	470.80	461.00	453.30	441.20	440.50	439.00	446.00	443.80	439.20	433.90	416.40	(54.40
Lifelong Learning			185.30	184.60	Moved to ELI	F and CSC									
Programmes Director			4.00	4.00	4.00	3.50	3.00	3.00	3.00	3.00	3.00	3.00	3.00	3.00	(1.00
Management and Support					1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00
Total			1498.00	1493.50	1560.20	1568.50	1575.20	1590.50	1570.40	1579.60	1577.80	1559.60	1536.20	1510.70	17.20
Place															
Business Team (Dev & Reg)	-		9.10	8.10	7.70	7.70	7.70	7.70	7.70	7.70	7.70	7.70	7.70	7.70	(0.40
Economic Development			105.20	105.00	104.40	103.40	99.90	105.80	103.80	106.00	105.80	104.80	102.30	105.30	0.30
Environmental Services			475.40	489.60	485.30	487.70	486.80	485.80	487.80	484.80	479.20	478.40	475.20	470.70	(18.90
Planning Services			79.40	75.90	75.60	74.60	74.40	73.90	72.90	71.00	71.80	72.00	72.50	77.50	1.60
Strategic Housing			66.60	65.60	Moved to Ho	mes and Co	mmunities								
Transport & Infrastructure			114.70	114.70	116.80	124.20	123.80	119.90	119.90	120.70	120.50	121.70	131.30	133.60	18.90
Waste PFI			2.00	2.00	2.00	2.00	2.00	2.00	1.00	1.00	1.00	1.00	1.00	1.00	(1.00
Management and Support			1.00	1.00	1.00	1.00	1.00	2.00	2.00	2.00	2.00	2.00	2.00	2.00	1.00
Total			853.40	861.90	792.80	800.60	795.60	797.10	795.10	793.20	788.00	787.50	792.00	797.80	(64.10

Feb-13

Feb-											
	Month										
2 days	process										
Grievance by department & category	started	10			0 110	0 1 10					
	Apr 12			Jul 12		Oct 12	Nov 12				Grand Total
Childrens Social Care		2		1	1			1	2		
Bullying and Harassment					1						,
Bullying and Harassment Other									1		,
Duty of Care									1		
Pay and Conditions		1									
Policy and Procedure		1		1							2
Working Relationships								1			,
Customer Services		1					1				
Pay and Conditions							1				
Working Relationships		1									
Education, Learning & Families			1								,
Bullying and Harassment Other			1								
Environmental Services							1		1	1	;
Bullying and Harassment										1	
Bullying and Harassment Disability							1				,
Duty of Care Other									1		
Finance, Efficiencies, Technology & Asst	,	1	1	1							
Bullying and Harassment Disability		1									
Bullying and Harassment Race			1								
Policy and Procedure				1							
Human Resources and Organisational Dev								1			,
Bullying and Harassment								1			
Joint Commissioning & Adult Social Care	:	2				1	1	2			(
Bullying and Harassment						1					
Bullying and Harassment Other								1			
Bullying and Harassment Trade Union							1	1			
Unprofessional Conduct		2									
Learner & Family Support									1		
Working Relationships		1	1						1	1	
Grand Total		3 3	2	2	1	1	3	4	4	1	24

Feb-I	3											
Directorate	Department	Apr-12	May-12	Jun-12	Jul-12	Aug-12	Sep-12	Oct-12	Nov-12	Dec-12	Jan-13	Feb-13
Corporate Services	Democracy and Governance	11.43	11.67	12.44	12.62	12.25	12.36	11.82	10.95	10.81	8.93	9.35
•	Finance, Efficiencies, Technology & Asst	8.65	8.86	8.52	8.86	9.13	9.43	9.87	9.99	9.92	10.23	9.63
	Human Resources and Organisational Dev	7.43	7.59	5.41	5.34	5.54	5.99	6.56	7.77	8.76	9.59	9.09
	Customer Services	7.42	7.34	5.89	6.16	6.69	6.82	6.97	6.99	7.11	6.90	6.47
	Management & Support (Corp Services)	10.00	10.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
	DIRECTORATE TOTAL	8.57	8.70	8.06	8.35	8.59	8.87	9.17	9.32	9.31	9.33	8.88
Executive Office	Policy, Performance and Partnerships	5.96	5.78	5.59	4.89	5.51	5.60	5.22	6.73	10.82	12.95	9.98
	Corporate Communications	3.83	3.79	6.04	7.71	8.38	5.33	5.33	5.25	5.25	5.33	5.17
	Management & Support (Chief Executives)	1.17	1.00	1.00	1.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
	EXECUTIVE OFFICE TOTAL	4.88	4.79	5.49	5.58	6.47	5.51	5.12	6.06	8.72	10.13	7.99
People	Joint Commissioning & Adult Social Care	13.96	14.10	14.17	13.76	14.04	14.23	14.44	15.11	15.11	14.74	13.69
	Homes & Communities	9.76	9.51	9.05	8.90	8.44	8.35	8.03	7.63	7.85	8.02	8.16
	Childrens Social Care	10.32	10.27	10.45	10.85	10.93	11.33	11.54	11.89	11.67	11.70	10.86
	Education, Learning & Families	8.54	7.58	7.22	7.38	7.40	7.50	7.91	8.21	8.86	9.15	9.06
	Programmes Director	2.00	2.00	2.29	1.33	3.67	3.67	3.67	3.67	2.33	2.33	3.33
	DIRECTORATE TOTAL (excluding Schools)	10.31	10.37	10.19	10.13	10.15	10.32	10.53	10.83	11.07	11.07	10.55
Place	Planning Services	3.23	3.38	3.44	3.01	3.29	3.50	4.18	3.35	4.96	3.86	4.79
	Business Team (Dev & Reg)	1.11	1.16	1.16	1.16	1.16	1.16	1.42	1.03	3.49	6.33	8.91
	Environmental Services	11.77	11.51	11.39	11.26	11.31	10.97	10.31	10.32	10.15	10.24	9.84
	Economic Development	7.09	7.46	7.65	7.15	7.38	6.97	4.41	4.45	4.80	5.10	5.45
	Strategic Housing	11.68	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
	Transport & Infrastructure	9.61	10.29	9.78	8.08	7.58	7.77	9.45	10.47	9.46	9.12	7.84
	DIRECTORATE TOTAL	9.99	9.87	9.77	9.34	9.34	9.16	8.72	8.81	8.59	8.69	8.33
	COUNCIL TOTAL (excluding Schools)	9.7	9.73	9.46	9.4	9.49	9.59	9.65	9.88	9.96	10.01	9.52

WORKFORCE: HEADCOUNT (N	UMBER (OF EMPL	OYEES)												
Feb-13															
Establishment Report (Headcount)	Mar-10	Mar-11	Mar-12	Apr-12	May-12	Jun-12	Jul-12	Aug-12	Sep-12	Oct-12	Nov-12	Dec-12	Jan-13	Feb-13	Change 2012/13
Council Wide	4,751	4,713	4,155	4,158	4,156	4,157	4,155	4,160	4,130	4,093	4,083	4,040	4,025	3,993	(165)
Executive Office															
Corporate Communications			12	12	12	12	12	12	12	12	12	12	12	12	O
Management & Support (Chief Executive)			3	3	3	2	2	-	-	-	-				(3)
Policy, Performance and Partnerships			23	24	25	25	26	26	26	26	26	26	26	25	1
Total			38	39	40	39	40	38	38	38	38	38	38	37	(2)
Corporate Services															
Customer Services			210	207	206	205	197	195	200	198	199	229	228	229	22
Democracy and Governance			101	101	103	103	104	103	103	102	104	102	103	101	C
Finance, Efficiencies, Technology & Asst			690	689	691	686	688	696	702	688	684	645	651	642	(47)
Human Resources and Organisational Dev			122	121	115	112	112	113	111	96	96	96	95	93	(28)
Management and Support			3	3	3	2	2	2	2	2	2	2	2	2	(1)
Total			1,126	1,121	1,118	1,108	1,103	1,109	1,118	1,086	1,085	1,074	1,079	1,067	(42)
People															
Childrens Social Care			354	354	368	374	362	364	364	370	370	368	359	339	(15)
Education, Learning & Families			670	678	931	898	938	926	897	884	883	863	853	852	174
Homes & Communities			183	183	256	272	269	274	271	271	270	268	268	285	102
Joint Commissioning & Adult Social Care			627	617	604	595	582	583	578	581	578	572	566	542	(75)
Lifelong Learning			253	253	Moved to I	Eduction, Le	earning and	Families & (CSC						(253)
Programmes Director			5	5	5	4	3	3	3	3	3	3	3	3	(2)
Management and Support			1	1	1	1	1	1	1	1	1	1	1	1	C
Total			2,092	2,090	2,165	2,144	2,155	2,151	2,114	2,110	2,105	2,075	2,050	2,022	(68)
Place															
Business Team (Dev & Reg)			10	9	9	9	9	9	9	9	9	9	9	9	C
Economic Development			118	118	117	116	112	118	116	118	119	118	116	119	1
Environmental Services			485	500	496	498	496	495	497	495	489	488	483	478	(22)
Planning Services			87	83	82	81	81	80	79	77	79	79	80	86	3
Strategic Housing			72	71	Moved to I	Homes and	Communiti	es							(71)
Transport & Infrastructure			123	123	126	159	156	156	156	156	155	155	166	171	48
Waste PFI			2	2	2	2	2	2	1	1	1	1	1	1	(1)
Management and Support			1	1	1	1	1	2	2	2	2	2	2	2	1
Total			898	907	833	866	857	862	860	858	854	852	857	866	(41)