

Efficiency and Resources Scrutiny Committee Agenda



9.30 am Thursday, 8 November 2018
Committee Room 2, Town Hall,
Darlington, DL1 5QT

Members of the Public are welcome to attend this Meeting.

1. Introductions/Attendance at Meeting
2. Declarations of Interest
3. To appoint a Vice-Chair of this Scrutiny Committee for the remainder of the Municipal Year 2018/19
4. To approve the Minutes of the meeting of this Scrutiny Committee held on 13 September, 2018 (Pages 1 - 4)
5. Revenue Budget Monitoring Report 2018-19 - Quarter 2 –
Report of Managing Director
(Pages 5 - 22)
6. Work Programme –
Report of Managing Director
(Pages 23 - 30)
7. SUPPLEMENTARY ITEM(S) (if any) which in the opinion of the Chair of this Committee are of an urgent nature and can be discussed at this meeting
8. Questions



Luke Swinhoe
Assistant Director Law and Governance

Wednesday, 31 October 2018

Town Hall
Darlington.

Membership

Councillors Haszeldine, Cossins, Carson, Crichlow, Johnson, Marshall, K Nicholson, Mrs H Scott and C Taylor

If you need this information in a different language or format or you have any other queries on this agenda please contact Shirley Burton, Democratic Services Manager, Resources Group, during normal office hours 8.30 a.m. to 4.45 p.m. Mondays to Thursdays and 8.30 a.m. to 4.15 p.m. Fridays E-mail: shirley.burton@darlington.gov.uk or telephone 01325 405998

EFFICIENCY AND RESOURCES SCRUTINY COMMITTEE

13th September 2018

PRESENT – Councillor Haszeldine (in the Chair); Councillors Carson, Crichlow, Crumby, Johnson and K. Nicholson. (6)

APOLOGIES – Councillors Coultas, Mrs. H. Scott and C. Taylor. (3)

OFFICERS IN ATTENDANCE – Elizabeth Davison, Assistant Director - Resources, Pauline Mitchell, Assistant Director - Housing and Building Services, Dave Winstanley, Assistant Director, Highways, Design and Projects, Helen Whiting, HR Manager - Policy and Strategy, Resources, Heather McQuade, Finance Manager, Resources, Brian Robson, Head of Capital Projects and Barbara Copson, Performance Manager, Resources.

ER10. DECLARATIONS OF INTEREST – There were no declarations of interest reported at the meeting.

ER11. MINUTES – Submitted - The Minutes (previously circulated) of the meeting of this Scrutiny Committee held on 12 July 2018.

RESOLVED - That the Minutes be approved as a correct record.

ER12. EMPLOYEE SURVEY RESULTS - 2018 – The Managing Director submitted a report (previously circulated) to present the results of the Employee Survey 2018.

The submitted report outlined that all employees, including casuals, had been invited to complete the Employee Survey between 6 February and 18 April 2018, via either Survey Monkey or in hard copy format. The submitted report stated that the last full Employee Survey had been conducted in 2014, and, where applicable, comparisons had been drawn between the two surveys, and noted the positive direction of travel across all themes.

Members agreed that this was a pleasing report and welcomed the positive direction of travel in all of the five key themes. Members were also pleased to note the improved, and comparatively high, response rate.

RESOLVED – That the Employee Survey Results and the next phase of progressing the results and outcome of the workforce's views be noted.

ER13. – PERFORMANCE INDICATORS Q1 2018/19 – The Managing Director submitted a report (previously circulated) to provide Members with performance data against key performance indicators for 2018/19 at Quarter 1.

The submitted report provided performance information in line with an indicator set and Scrutiny Committee distribution agreed by Monitoring and Coordination Group on 4 June 2018, and subsequently by Scrutiny Committee chairs. The submitted report stated that the ten reportable indicators were aligned with key priorities and that the majority were used to monitor the Corporate Plan 2017/21.

Members entered into discussion on how complaints were processed before being forwarded to the Ombudsman, any financial implications relating to complaints, the percentage collection of Council Tax in year and the work conducted to specifically target the unrecovered amount at the end of each financial year.

RESOLVED – (a) That the performance information provided in this report is reviewed and noted, and that relevant queries be raised with appropriate Assistant Directors.

(b) That a more detailed report be submitted to this Committee outlining the recovery levels and on-going work associated with the collection of outstanding Council Tax at the end of each financial year.

ER14. HRA AND HOUSING BUSINESS PLAN – The Assistant Director, Housing and Building Services, and the Finance Manager, Resources, gave a presentation on the Housing Revenue Account (HRA) and the Housing Business Plan. The presentation focused on the composition of the Housing Revenue Account, the estimated income and expenditure and estimated balances, 2018/19, together with the on-going Housing Business Plan and Rent Reforms.

Discussion ensued on the size of the housing stock, the maintenance cost per property, bad debt provision, the insurance schemes available, the revenue contribution to capital projects, reinvestment and the Decent Homes Standard, the on-going impact of the Right To Buy, and the proposals and expectations associated with the Social Housing Green Paper published in the wake of the Grenfell Tower fire.

RESOLVED – That the presentation be noted.

ER15. CAPITAL PROJECT CONTROLS AND PROCUREMENT – The Assistant Director, Housing and Building Services, Assistant Director, Transport and Capital Projects, and the Head of Capital Projects, gave a presentation which provided an overview of the control processes in place within the capital project methodology and the procurement process within projects, including the three levels of control, with a focus on the corporate processes and the project specific procedures.

Members entered into discussion on the management systems in place for capital projects, the involvement of Members in project consultation stages, the need for early analysis to identify anticipated outcomes and benefit cost ratio, the mechanisms in place for quality assurance, and Official Journal of the European Union (OJEU) thresholds.

RESOLVED – That the presentation be noted.

ER16. WORK PROGRAMME – The Managing Director submitted a report (previously circulated) requesting that consideration be given to the work programme items scheduled to be considered by this Committee and to give consideration to any additional areas Members felt should be added to the previously approved work programme.

RESOLVED – That the report be received.

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REVENUE BUDGET MONITORING 2018/19 – QUARTER 2

SUMMARY REPORT

Purpose of the Report

1. To consider the revenue outturn 2018/19 – Quarter 2 report.

Summary

2. Attached at **Annex 1** is the revenue outturn 2018/19 – Quarter 2 report which was considered by Cabinet at its meeting held on 6th November, 2018.

Recommendation

3. It is recommended that Members consider and discuss the revenue outturn 2018/19 – Quarter 2 report.

Paul Wildsmith
Managing Director

Background Papers

No background papers were used in the preparation of this report.

Elizabeth Davison: Extension 2601

S17 Crime and Disorder	There are no specific crime and disorder implications in this report.
Health and Well Being	There are no issues relating to health and well being which this report needs to address.
Carbon Impact	There are no specific carbon impact issues in this report.
Diversity	The report does not contain any proposals that impact on diversity issues.
Wards Affected	All wards are affected.
Groups Affected	No specific groups are particularly affected.
Budget and Policy Framework	This decision does not represent a change to the budget and policy framework.
Key Decision	The report does not require a key decision.
Urgent Decision	The report does not require an urgent decision.
One Darlington: Perfectly Placed	The subject matter of the report, the Councils financial standing and financial management, is critical to delivery of the SCS, but this report does not contain new proposals.
Efficiency	The report contains updated information regarding efficiency savings contained in the MTFP.
Impact of Looked After Children and Care Leavers	This report has no impact on Looked After Children or Care Leavers

REVENUE BUDGET MONITORING 2018-19 – QUARTER 2

**Responsible Cabinet Member - Councillor Stephen Harker
Efficiency and Resources Portfolio**

Responsible Director - Paul Wildsmith, Managing Director

SUMMARY REPORT

Purpose of the Report

1. To provide an up-to-date forecast of the 2018-19 revenue budget outturn as part of the Council's continuous financial management process.

Summary

2. The latest projections show an overall improvement against the Medium Term Financial Plan (MTFP) of £1.116M, an increase of £0.161M from the position reported at Quarter 1. The Children and Adult Services Group position is reporting an over spend of £0.432M which is offset by an under spend on the financing costs budget of £0.591M. Detail is included further in this report.

Recommendation

3. It is recommended that :-
 - (a) The forecast revenue outturn for 2018-19 be noted.
 - (b) Further regular reports be made to monitor progress and take prompt action if necessary.

Reasons

4. The recommendations are supported by the following reasons :-
 - (a) To continue effective management of resources.
 - (b) To continue to deliver services to agreed levels.

**Paul Wildsmith
Managing Director**

Background Papers

No background papers were used in the preparation of this report.

Elizabeth Davison: Extension 5830

S17 Crime and Disorder	There are no specific crime and disorder implications in this report.
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Impact on Looked After Children and Care Leavers	This report has no impact on Looked After Children or Care Leavers.

MAIN REPORT

Information and Analysis

5. To enable timely information to be presented and in accordance with the report publication requirements, this report has been completed before the end of the second quarter. As the Council operates frequent, regular and predictive budget management processes, including quarterly reports to Cabinet, changes in projected outturn, which are inevitable in a large and complex organisation, will be reported to future meetings.
6. The information in this report has been taken from the financial records for April to August and managers' projections for the remainder of the year, using their knowledge of events affecting the service they manage.
7. Overall the projected General Fund reserves position at 31st March 2019 is £16.606M.

Departmental Resources

8. Departmental Resource projections are summarised in **Appendix 2** and detailed in **Appendices 2(a) to 2(d)**.
9. The **Children and Adult Services Group** is forecasting a year-end pressure of £0.432M.

Children's Services – has a projected year end pressure of £1.893M which is an increase of £0.985M on that reported for quarter one. Significant changes are as follows:

- (a) The Assessment Care Planning and Looked after Children (LAC) budgets are projected to be £0.204M over spent. This pressure has resulted from the increased costs of supporting carer leavers (£0.160M) as they become independent from the Local Authority including the provision of accommodation (rented or supported accommodation), setting up home and further education. In addition, there is increasing demand to support families who are experiencing difficulties outside of the looked after system. This expenditure is targeted to assist families to prevent further children being brought into care.
- (b) Adoption and Placements budgets are projected to be overspent by a further £0.850M. Since quarter one there has been a large spike in the number of children being brought into care and due to local capacity this has required further use of both independent fostering and independent residential placements. Between the financial reporting periods the number of children in independent fostering has increased by 11 children, to 80. Although the number of children in independent residential placements has decreased by three placements down to 35, a number of the leavers were known at quarter one and hence were included within the previous projection. There continues to be a trend that children being placed into residential care require specialist placements which are very expensive as a result. Work is ongoing through a number of transformation work streams that aim to increase capacity within Darlington and prevent further children being brought into care and ultimately reduce expenditure.
- (c) Savings are projected (£0.060M) within the First Response & Early Help services. These savings are mainly within staffing budgets as posts have become vacant and held pending the implementation of the previously agreed remodelling of the early help provision.

Education – has a projected year end pressure of £0.047M.

- (d) Savings are projected within education budgets (£0.159M) mainly from staffing vacancies. A number of posts have been held vacant or have been funded through short term grant pending a restructure of the education service and hence the savings will only be short term until the new staffing structure is in place.
- (e) School Transport continues to have pressures (£0.206M) mainly as a result of the increased number of children placed in out of borough school placements.

Due to the distances involved those children need to be transported to school resulting in a large increase in special school transport provision. Members have been asked to approve a public consultation with regard to both special educational needs (SEN) and SEN transport, to inform a new SEN strategy to reduce the number of children being placed in schools out of the area.

Adult Social Care and Health – is forecasting an under spend of £1.490M, an improvement of £0.582M.

(f) Since the budget was set, there has been a 16.7% reduction in residential and nursing placements (a further 22 placements since the previous report to Cabinet). There are a number of factors to account for this including provisions made to enable people to remain in their own homes longer and the success of the rapid response team which helps people to get back to normality when they leave hospital, which in turn prevents or reduces the need for domiciliary care. There has also been a delay in some individuals coming out of long term hospital.

10. The **Economic Growth and Neighbourhood Services Group** is forecasting an under spend of £0.017M, after a carry forward request of £0.032M.

(a) Under spends within Highways arising from over achievement of savings from street lighting in electricity and routine maintenance is expected to result in a better position of £0.200M. However this will be offset against an expected over spend of £0.210M following works carried out to repair winter damage.

(b) Corporate Landlord is expected to overspend by £0.100M by the end of year. This is due to increased prices for electricity & gas and cost of agency staff to temporary fill vacant posts that have been difficult to recruit to. These difficulties have now been addressed and all vacant posts are expected to be filled by quarter three.

(c) Overall the Group is seeing net under spends in staffing which have helped to offset the above pressure in Corporate Landlord.

(d) Housing is forecasting a small under spend of £0.013M.

11. The **Resources Group** is forecasting an over spend of £0.044M, compared with the previous quarter's break even position.

(a) Registrars are projected to be over spent by £0.033M resulting from reduced income from ceremonies. Although there has been an overall increase in the number of ceremonies undertaken, more have been at the statutory level with fewer enhanced ceremonies at higher fee levels.

(b) Children's legal fees are projected to be over spent by £0.100M due to an increased number of cases. There are a number of specialist external professional reports / requirements that are needed for court processes with regard to the cases, which incur costs resulting in the over spend in budget.

- (c) Additional fee income of £0.024M has been achieved within the Health and Safety Team from additional construction design management (CDM) fees.
- (d) There are also savings within a number of services from vacant posts and reduced calls upon supplies and services budgets.

12. The School balances and allocations are shown in **Appendix 2(e)**.

Carry Forward Requests

13. £0.032M was agreed as part of the MTFP 2017/18 to support the loss of business while the soft play facilities at the Dolphin Centre were refurbished. To minimise disruption this work was originally planned to be carried out alongside the library relocation but delays have seen the soft play refurbishment slip. It is requested that this is carried forward.

Council Wide and Corporately Managed Resources

14. The Council Wide and Corporately Managed Resources projections indicate an improved under spend of £0.620M from quarter one. This mainly results from an improvement of £0.591M in the financing costs budget due to reduced debt charges primarily from the restructuring of the debt portfolio and greater activity in the joint venture market than anticipated. Rebates received from utility contracts applied within the procurement process have also realised savings.

Housing Revenue Account

15. HRA projections are shown in **Appendix 3**. The HRA remains in a stable position.

Collection Fund

16. The Collection Fund account reflects the statutory requirements for the Council to maintain a separate Fund in relation to the operation of Council Tax and Business Rates Retention Scheme (BRRS). The Fund records all of the transactions for billing in respect of Non Domestic Rates (NDR) and Council Tax, exemptions and discounts granted, provision for bad debts and appeals and payments made to the Council's General Fund, the Police and Fire & Rescue precept authorities and Central Government. At this stage in the year, no surplus or deficit is forecast.

Conclusion

17. The Council's projected revenue reserves at the end of 2018-19 are £16.606M, £1.116M more than the initial 2018-22 MTFP position and include a brought forward amount of £0.530M from 2017/18, a rebasing exercise of £0.425M, with the departmental/corporate resources forecast to be £0.161M better off.
18. Of the £16.606M projected reserves, we have a risk reserve balance of £4.330M and a commitment to use £11.134M to support the 2018–2022 MTFP, leaving £1.142M one off funding to further support the general fund moving forward.

19. Whilst the improved position is helpful it does not change the financial context in which the Council is currently planning.

Outcome of Consultation

20. No external consultation has been carried out in preparing this report.

REVENUE BUDGET MANAGEMENT 2018/19**Projected General Fund Reserve at 31st March 2019**

	2018-22 MTFP (Feb 2018) £000
Medium Term Financial Plan (MTFP) :-	
MTFP Planned Opening Balance 01/04/2018	20,233
Approved net contribution from balances	(4,743)
Planned Closing Balance 31/03/2019	15,490
 Increase in opening balance from 2017-18 results	 530
 Projected corporate underspends / (overspends) :-	
Adult Social Care & Health based savings	400
Resources based savings	25
Council Wide	29
Financing Costs	591
 Projected General Fund Reserve (excluding Departmental) at 31st March 2019	 17,065
 Planned Balance at 31st March 2019	 15,490
Improvement	1,575

Departmental projected year-end balances

	Improvement / (decline) compared with 2018-22 MTFP £000
Children & Adults Services	(432)
Economic Growth & Neighbourhood Services Resources	17 (44)
 TOTAL	 (459)

Summary Comparison with :-

	2018-22 MTFP £000
Corporate Resources - increase in opening balance from 17/18 results	530
Corporate Resources - additional in-year Improvement/(Decline)	620
Quarter 1 budget claw back	425
Departmental - Improvement / (Decline)	(459)
 Improvement / (Decline) compared with MTFP	 1,116
 Projected General Fund Reserve at 31st March 2019	 16,606

GENERAL FUND REVENUE BUDGET MANAGEMENT 2018/19

	Budget			Expenditure	Variance
	Original 2018/19	Approved Adjustments	Amended Approved Budget	Projected Outturn	
	£000	£000	£000	£000	
Departmental Resources					
Children & Adults Services	55,458	323	55,781	56,213	432
Economic Growth & Neighbourhood Services	18,448	1,554	20,002	19,985	(17)
Resources	9,468	281	9,749	9,793	44
Total Departmental Resources	83,374	2,158	85,532	85,991	459
Corporate Resources					
Council Wide	769	(685)	84	55	(29)
Financing Costs	915	0	915	324	(591)
Contingencies Budget					
Pensions	(2,370)	0	(2,370)	(2,370)	0
Apprentice Levy	195	0	195	195	0
Futures Fund	(400)	2,900	2,500	2,500	0
Mid-Year Savings					
Adult Social Care & Health based savings	0	400	400	0	(400)
Resources based savings	0	25	25	0	(25)
Total Corporate Resources	(891)	2,640	1,749	704	(1,045)
Net Expenditure	82,483	4,798	87,281	86,695	(586)
Contributions To / (From) Reserves					
Planned Contribution from General Fund Reserves (MTRP)	(1,843)	(2,900)	(4,743)	(4,743)	0
Departmental Brought Forwards from 2017/18	0	(1,898)	(1,898)	(1,898)	0
General Fund Total (excluding 2017-18 b/f)	80,640	0	80,640	80,054	(586)

Note: Appendix 1 shows an increase in reserves of £0.530M brought forward from 2017/18.

REVENUE BUDGET MANAGEMENT UPDATE 2018/19

	Budget			Expenditure			(Under)/ Over Spend £000
	Original Budget £000	Approved Adjustments £000	Amended Approved Budget £000	Expenditure to August £000	Projected Spend £000	Total Projection £000	
<i>Council Wide</i>							
Salary Pay Award	916	(805)	111	0	111	111	0
Airport	27	0	27	0	10	10	(17)
Senior Management Savings	(152)	120	(32)	0	(10)	(10)	22
Procurement Savings	(22)	0	(22)	0	(56)	(56)	(34)
	769	(685)	84	0	55	55	(29)
In Year Over/(Under) Spend	769	(685)	84	0	55	55	(29)

REVENUE BUDGET MANAGEMENT UPDATE 2018/19

	<i>Budget</i>			<i>Expenditure</i>			(Under)/ Over Spend £000
	Original Budget £000	Approved Adjustments £000	Amended Approved Budget £000	Expenditure to August £000	Projected Spend £000	Total Projection £000	
<u>Children & Adults Services</u>							
Director of Adults & Children	179	2	181	97	94	191	10
<u>Children & Adult Services</u>							
Transformation & Performance	498	13	511	233	278	511	0
Business Support	1,186	33	1,219	513	713	1,226	7
	1,684	46	1,730	746	991	1,737	7
<u>Children's Services</u>							
Children's Services Management & Other Services	487	5	492	218	294	512	20
Assessment Care Planning & LAC	2,852	160	3,012	1,465	1,751	3,216	204
First Response & Early Help	2,269	(159)	2,110	(313)	2,363	2,050	(60)
Youth Offending / ASB	228	23	251	176	65	241	(10)
Adoption & Placements	11,416	(75)	11,341	5,383	7,716	13,099	1,758
Quality Assurance & Practice Improvement	452	2	454	137	298	435	(19)
	17,704	(44)	17,660	7,066	12,487	19,553	1,893
<u>Development & Commissioning</u>							
Commissioning	1,943	140	2,083	1,089	959	2,048	(35)
Voluntary Sector	282	142	424	203	221	424	0
Workforce Development	183	26	209	22	187	209	0
	2,408	308	2,716	1,314	1,367	2,681	(35)
<u>Education</u>							
Education	2,046	68	2,114	(9,513)	11,468	1,955	(159)
Schools	0	0	0	(273)	273	0	0
Transport Unit	0	0	0	145	61	206	206
	2,046	68	2,114	(9,641)	11,802	2,161	47
<u>Public Health & Community Safety</u>							
Public Health	99	0	99	767	(668)	99	0
Community Safety	0	0	0	0	0	0	0
Healthy New Towns	0	243	243	(64)	307	243	0
	99	243	342	703	(361)	342	0
<u>Adult Social Care & Health</u>							
External Purchase of Care	25,223	(43)	25,180	1,990	21,531	23,521	(1,659)
Intake & Reablement	892	(248)	644	623	20	643	(1)
On-going Long Term Care - Older People	1,336	10	1,346	415	947	1,362	16
On-going Long Term Care - Physical Disability	5		5	23	(18)	5	0
On-going Long Term Care - Learning Disability	1,691	(73)	1,618	547	1,025	1,572	(46)
On-going Long Term Care - Mental Health	888	46	934	235	861	1,096	162
On-going Long Term Care - Children's	443	4	447	171	307	478	31
Service Development & Integration	860	4	864	148	723	871	7
Total Adult Social Care & Health	31,338	(300)	31,038	4,152	25,396	29,548	(1,490)
In Year Over/(Under) Spend	55,458	323	55,781	4,437	51,776	56,213	432

REVENUE BUDGET MANAGEMENT UPDATE 2018/19

	<i>Budget</i>			<i>Expenditure</i>			<i>(Under)/ Over Spend £000</i>
	Original	Approved	Amended	Expenditure	Projected	Total	
	Budget	Adjustments	Approved	to August	Spend	Projection	
	£000	£000	£000	£000	£000	£000	£000
<u>Economic Growth & Neighbourhood Services</u>							
Director of Economic Growth & Neighbourhood Services	164	1	165	90	76	166	1
<u>Planning, Economic Initiatives & Asset Management</u>							
AD Economic Initiative	128	1	129	54	47	101	(28)
Building Control	134	13	147	53	99	152	5
Built & Natural Environment	145	21	166	65	101	166	0
Consolidated Budgets	152	(24)	128	0	128	128	0
Development Management	(112)	25	(87)	(2)	(84)	(86)	1
Economy	294	(36)	258	(43)	310	267	9
Environmental Health	270	13	283	(33)	313	280	(3)
Experience Darlington	40	0	40	5	35	40	0
Place Strategy	296	78	374	114	228	342	(32)
Property Management & Estates	(606)	3	(603)	(383)	(193)	(576)	27
	741	94	835	(170)	984	814	(21)
<u>Capital Projects, Transport & Highways</u>							
<u>Planning</u>							
AD Transport & Capital Projects	121	1	122	50	71	121	(1)
Building Design Services	28	5	33	(140)	173	33	0
Capital Projects	173	33	206	95	69	164	(42)
Car Parking R&M	577	(34)	543	492	42	534	(9)
Concessionary Fares	3,221	38	3,259	938	2,321	3,259	0
Flood & Water Act	82	0	82	(31)	114	83	1
Highways	2,400	218	2,618	747	1,871	2,618	0
Highways - DLO	(504)	55	(449)	412	(860)	(448)	1
Investment & Funding	(23)	422	399	13	386	399	0
Regeneration Projects	139	3	142	60	77	137	(5)
Sustainable Transport	189	8	197	(114)	310	196	(1)
	6,403	749	7,152	2,522	4,574	7,096	(56)
<u>Community Services</u>							
AD Community Services	121	1	122	51	71	122	0
Allotments	9	0	9	(1)	10	9	0
Building Cleaning - DLO	77	34	111	(210)	321	111	0
Cemeteries & Crematorium	(818)	6	(812)	(280)	(544)	(824)	(12)
Dolphin Centre	479	25	504	150	322	472	(32)
Eastbourne Complex	(21)	2	(19)	9	(28)	(19)	0
Emergency Planning	94	0	94	6	88	94	0
Head of Steam	231	1	232	133	99	232	0
Hippodrome	(41)	122	81	337	(256)	81	0
Indoor Bowling Centre	13	8	21	6	15	21	0
Libraries	827	21	848	327	521	848	0
Markets	2	0	2	0	2	2	0
Move More	0	0	0	(163)	163	0	0
Outdoor Events	174	53	227	89	138	227	0
School Meals - DLO	23	8	31	75	(42)	33	2
Strategic Arts	101	18	119	46	73	119	0
Street Scene	4,701	186	4,887	2,394	2,493	4,887	0
Transport Unit - Fleet Management	(12)	(7)	(19)	(1,112)	1,092	(20)	(1)
Waste Management	2,745	0	2,745	426	2,319	2,745	0
Winter Maintenance	416	1	417	357	73	430	13
	9,121	479	9,600	2,640	6,930	9,570	(30)

REVENUE BUDGET MANAGEMENT UPDATE 2018/19

	<i>Budget</i>			<i>Expenditure</i>			<i>(Under)/ Over Spend £000</i>
	<i>Original Budget £000</i>	<i>Approved Adjustments £000</i>	<i>Amended Approved Budget £000</i>	<i>Expenditure to August £000</i>	<i>Projected Spend £000</i>	<i>Total Projection £000</i>	
<u>Economic Growth & Neighbourhood Services</u>							
<u>Community Safety</u>							
AD Regulatory Services	114	(98)	16	16	0	16	0
CCTV	200	33	233	(42)	271	229	(4)
Community Safety	100	154	254	(18)	272	254	0
Environmental Crime Team	45	(24)	21	21	1	22	1
General Licensing	0	0	0	21	(21)	0	0
Parking	(2,011)	2	(2,009)	(883)	(1,151)	(2,034)	(25)
Private Sector Housing	8	32	40	(71)	111	40	0
Stray Dogs	53	(5)	48	25	23	48	0
Taxi Licensing	0	0	0	(73)	73	0	0
Trading Standards	221	2	223	58	159	217	(6)
Youth Offending	12	(56)	(44)	20	(60)	(40)	4
	(1,258)	40	(1,218)	(926)	(322)	(1,248)	(30)
<u>Building Services</u>							
Construction - DLO	(443)	26	(417)	(2,805)	2,388	(417)	0
Maintenance - DLO	(344)	(35)	(379)	1,058	(1,437)	(379)	0
Other - DLO	0	55	55	(26)	81	55	0
Corporate Landlord	2,549	145	2,694	1,431	1,363	2,794	100
	1,762	191	1,953	(342)	2,395	2,053	100
<u>General Support Services</u>							
Works Property & Other	105	0	105	0	105	105	0
<u>Joint Levies & Boards</u>							
Environment Agency Levy	105	0	105	52	53	105	0
Outside Contributions	51	0	51	0	51	51	0
	156	0	156	52	104	156	0
<u>Housing</u>							
Local Taxation	344	92	436	393	63	456	20
Rent Rebates / Rent Allowances / Council Tax	(132)	0	(132)	9,646	(9,778)	(132)	0
Housing Benefits Administration	141	27	168	82	64	146	(22)
Customer Services	470	(119)	351	187	156	343	(8)
Homelessness	301	0	301	(85)	383	298	(3)
Service, Strategy & Regulation and General Services	130	0	130	(575)	705	130	0
	1,254	0	1,254	9,648	(8,407)	1,241	(13)
In Year Over/(Under) Spend	18,448	1,554	20,002	13,514	6,439	19,953	(49)
<u>Carry Forward Requests</u>							
Dolphin Centre - Softplay income reduction (due to refurbishment) - previously agreed in 2017/18							32
Revised Over/(Under) Spend							(17)

REVENUE BUDGET MANAGEMENT UPDATE 2018/19

	Budget			Expenditure			(Under)/ Over Spend £000
	Original Budget £000	Approved Adjustments £000	Amended Approved Budget £000	Expenditure to August £000	Projected Spend £000	Total Projection £000	
<u>Resources</u>							
Managing Director	391	(140)	251	178	67	245	(6)
Darlington Partnership	16	1	17	(65)	82	17	0
<u>AD Resources</u>							
Finance & Governance	1,349	26	1,375	967	384	1,351	(24)
Financial Assessments & Protection	208	3	211	81	130	211	0
Communications & Engagement	839	61	900	333	538	871	(29)
Systems	657	72	729	369	363	732	3
Xentrall (D&S Partnership)	1,461	32	1,493	140	1,353	1,493	0
Human Resources	527	57	584	222	383	605	21
Health & Safety	141	(15)	126	91	11	102	(24)
	5,182	236	5,418	2,203	3,162	5,365	(53)
<u>AD Law & Governance</u>							
Complaints & FOI	168	2	170	85	111	196	26
Democratic Services	1,203	48	1,251	377	849	1,226	(25)
Registrars	(40)	5	(35)	(32)	30	(2)	33
Administration	720	(72)	648	293	344	637	(11)
Legal & Procurement	1,069	10	1,079	448	711	1,159	80
Coroners	182	15	197	197	0	197	0
	3,302	8	3,310	1,368	2,045	3,413	103
<u>AD ICT</u>	577	176	753	64	689	753	0
In Year Over/(Under) Spend	9,468	281	9,749	3,748	6,045	9,793	44

BUDGET MANAGEMENT 2018/19

SCHOOLS PROJECTED BALANCES 2018/19					
School Name	Opening Balance at 1st April 2018	Formula Budget Allocation	Total Available	Projected Closing Balance at 31st March 2019	Projected Closing Balance as proportion of Formula Budget Allocation
	£000	£000	£000	£000	%
<u>Primary</u>					
Borough Road Nursery	35	313	348	28	9%
George Dent Nursery	(28)	445	417	(30)	(7%)
Red Hall Primary	175	865	1,040	159	18%
St. Teresa's RC Primary #	193	1,148	1,341	204	18%
Whinfield Primary	139	2,024	2,163	102	5%
Harrowgate Hill Primary	317	2,065	2,382	306	15%
Primary Total	831	6,860	7,691	769	

Academy application approved

HOUSING REVENUE ACCOUNT 2018/19

	Budget			Expenditure			(Under)/ Over Spend £000
	Original Budget £000	Approved Adjustments £000	Amended Approved Budget £000	Expenditure to August £000	Projected Spend £000	Total Projection £000	
<u>Housing Revenue Account</u>							
<u>Income</u>							
Working Balance Brought Forward	0	0	0	(13,884)	0	(13,884)	(13,884)
Rents Of Dwellings (Gross)	(19,619)	0	(19,619)	(8,381)	(11,369)	(19,750)	(131)
Sundry Rents (Including Garages & Shops)	(446)	0	(446)	(177)	(276)	(453)	(7)
Charges For Services & Facilities	(3,055)	0	(3,055)	(23)	(3,093)	(3,116)	(61)
Contribution towards expenditure	(290)	0	(290)	0	(322)	(322)	(32)
Interest Receivable	(25)	0	(25)	0	(25)	(25)	0
Total Income	(23,435)	0	(23,435)	(22,465)	(15,085)	(37,550)	(14,115)
<u>Expenditure</u>							
Management	5,442	0	5,442	2,758	2,474	5,232	(210)
Maintenance	3,917	0	3,917	418	3,499	3,917	0
Capital Financing Costs	18,206	0	18,206	0	18,206	18,206	0
Rent Rebate Subsidy Limitation	30	0	30	0	30	30	0
Increase in Bad Debt Provision	350	0	350	0	350	350	0
Working Balance Carried Forward	(4,510)	0	(4,510)	19,289	(9,474)	9,815	14,325
Total Expenditure	23,435	0	23,435	22,465	15,085	37,550	14,115
(Surplus)/Deficit	0	0	0	0	0	0	0

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**EFFICIENCY AND RESOURCES SCRUTINY COMMITTEE –
WORK PROGRAMME**

SUMMARY REPORT

Purpose of the Report

1. To provide Members with an update on the current work programme for this Scrutiny Committee.

Summary

2. Members will recall that, at previous meetings of this Scrutiny Committee, discussions have been held and agreement reached on areas where this Scrutiny Committee would like to focus its work. Work is currently being undertaken in relation to some of these areas of work is still due to commence on others.
3. The proposed work programme has been reviewed and revised to enable the Committee to analyse information for each topic area aligning it to the eight outcomes and three conditions in the Sustainable Community Strategy, and relevant performance indicators from the Performance Management Framework.
4. The proposed structure of the work programme will provide Members with the opportunity to develop each topic through a series of questions and drill down to investigate particular aspects of extensive topics.

Recommendation

5. Members' views are requested.

Paul Wildsmith
Managing Director

Background Papers

There were no background papers used in the preparation of this report.

Shirley Burton : Extension 5998

S17 Crime and Disorder	This report has no implications for Crime and Disorder
Health and Well Being	This report has no direct implications to the Health and Well Being of residents of Darlington.
Carbon Impact	There are no issues which this report needs to address.
Diversity	There are no issues relating to diversity which this report needs to address
Wards Affected	The impact of the report on any individual Ward is considered to be minimal.
Groups Affected	The impact of the report on any individual Group is considered to be minimal.
Budget and Policy Framework	This report does not represent a change to the budget and policy framework.
Key Decision	This is not a key decision.
Urgent Decision	This is not an urgent decision
One Darlington: Perfectly Placed	The report contributes to the Sustainable Community Strategy in a number of ways through the involvement of Members in contributing to the delivery of the five themes.
Efficiency	The Work Programmes are integral to scrutinising and monitoring services efficiently (and effectively), however this report does not identify specific efficiency savings.
Impact on Looked After Children and Care Leavers	This report has no impact on Looked After Children or Care Leavers

MAIN REPORT

Information and Analysis

6. The format of the proposed work programme has been reviewed to enable Members of this Scrutiny Committee to provide a rigorous and informed challenge to the areas for discussion.
7. Each topic links to the outcomes and the conditions in the Sustainable Community Strategy – One Darlington Perfectly Placed :-

SCS Outcomes :	Three Conditions :
Children with the Best Start in Life More Businesses more jobs	Build Strong Communities
A safe and caring community More people caring for our environment	Grow the Economy
More people active and involved Enough support for People when needed More people health and independent A place designed to thrive	Spend Every Pound Wisely

8. In addition, each topic links to performance indicators from the Performance Management Framework (PMF) to provide robust and accurate data for Members to use when considering topics and the work they wish to undertake.

Forward Plan and Additional Items

9. Members wish to add any topics to the above, a Quad of Aims will need to be developed and submitted prior to the item being brought to Scrutiny Committee, to ensure that it does contribute to the strategic aims of the Council.
10. Once the Work Programme has been agreed by this Scrutiny Committee, any Member seeking to add a new item to the work programme will need to complete a quad of aims. A revised process for adding an item to a previously approved work programme, has been agreed by the Monitoring and Co-ordination Group.

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EFFICIENCY AND RESOURCES SCRUTINY COMMITTEE WORK PROGRAMME – 2018/19

Topic	Timescale	Lead Officer	SCS Outcome	Darlington Conditions	Link to PMF (Metrics)	Scrutiny's Role
Sickness Absence Year-end out-turn	12 th July, 2018	Helen Whiting	One Darlington Perfectly Placed	Spend Every Pound Wisely	FHR 001	To consider the year-end figures
Health and Safety Year end out-turn	12 th July, 2018	Joanne Skelton	One Darlington Perfectly Placed	Spend Every Pound Wisely	FHR 003	To consider the year-end figures
Medium-Term Financial Plan	Quarterly monitoring reports to be submitted to meetings of this Scrutiny Committee 12 th July, 2018 (Quarter 1) 20 December 2018 (Quarter 2) 7 th February, 2019 (Quarter 3)	Elizabeth Davison	One Darlington Perfectly Placed	Spend Every Pound Wisely		To contribute and challenge the Medium Term Financial Plan and assist with the implementation and development of the required savings
Performance Management Framework	Quarterly monitoring reports to be submitted to meetings of this Scrutiny Committee. 13 th September, 2018 (Quarter 1) 20 th December, 2018 (Quarter 2) 14 th March, 2019 (Quarter 3)	Barbara Copson/ Relevant Assistant Directors	One Darlington Perfectly Placed	Spend Every Pound Wisely	FHR 001 FHR 003 FHR 008 FHR 009 FHR 019 HBS 002 HBS 003 HBS 009 HBS 010 LGP 008	To provide Members with an update regarding the Performance Management Framework.
Schedule of Charges	To be considered as part of the Medium-Term Financial Plan proposals	Elizabeth Davison/	One Darlington Perfectly Placed	Spend Every Pound Wisely		To review the current charges for services within the

Topic	Timescale	Lead Officer	SCS Outcome	Darlington Conditions	Link to PMF (Metrics)	Scrutiny's Role
		Relevant Assistant Directors				remit of this Scrutiny Committee
Procurement	12 th July 2018	Luke Swinhoe/Sarah Hutchinson	One Darlington Perfectly Placed	Spend Every Pound Wisely	LGP 008	To look at how the Council procures its contracts and the processes and procedures in place
Capital Management, Procurement and Controls	13 th September, 2018	Paul Wildsmith/Dave Winstanley/ Pauline Mitchell	One Darlington Perfectly Placed	Spend Every Pound Wisely	LGP 008	To look at the controls in place
Housing Revenue Account and the Housing Business Account	13 th September, 2018	Pauline Mitchell	One Darlington Perfectly Placed	Spend every pound wisely	HBS 002 HBS 003 HBS 009 HBS 010	To receive a briefing on the HRA and Housing Business Plan
Allocation of Section 106 Monies	To be programmed if needed.	John Anderson	One Darlington Perfectly Placed	Spend every pound wisely	ECI 108 ECI 114 ECI 115 ECI 116 ECI 117 ECI 130	To look at the information currently available in relation to Section 106 Agreements
Council Tax – Recovery Process	20 th December, 2018	Anthony Sandys	One Darlington Perfectly Placed	Spend every pound wisely	HBS 001 HBS 002 HBS 009 HBS 010	To look at the recovery process

FHR 001	DBC number of FTE working days lost due to sickness (excluding schools)
FHR 003	Number of reportable employee accidents / ill health
FHR 008	Number of complaints upheld by the Local Government Ombudsman/Housing Ombudsman
FHR 009	Number of complaints upheld by the Information Commissioner's Office
FHR 019	Staff turnover - Voluntary Leavers
HBS 002	Amount in £'s of Council Tax arrears collected
HBS 003	Amount in £'s of Housing Benefit overpayments recovered
HBS 009	% of Council Tax collected in year
HBS 010	% of Business Rates collected in-year
LGP 008	Contracted spend as a % of total non-salary spend
ECI 108	S.106 - Number entered into within current financial year
ECI 114	Total amount of S106 funding secured since 2010
ECI 115	S106 - Amount received [affordable housing/infrastructure/green space etc] since 2010
ECI 116	S106 - Total Amount outstanding [affordable housing/infrastructure/green space etc.] since 2010
ECI 117	S106 - Amount spent since 2010
ECI 130	% of Section 106 agreements signed within target time.

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