

Portfolio	APPENDIX 1						
	2011/12 Original Budget	Budget Variations allocated in year #	2011/12 Latest Approved Budget	2011/12 Projected Outturn	Variation	Variation previously reported to Exec 19.10.11	
	£'000	£'000	£'000	£'000	£'000	£'000	
Adult and Community Services	85,776	413	86,189	85,815	Cr 374	Cr 322	
Children and Young People (incl. Schools' Budget)	31,531	48	31,579	31,799	220	349	
Environment	36,199	Cr 275	35,924	35,769	Cr 155	Cr 164	
Public Protection & Safety	3,446	0	3,446	3,446	0	0	
Renewal and Recreation	9,953	128	10,081	9,901	Cr 180	0	
Resources	34,120	907	35,027	34,549	Cr 478	Cr 264	
Total Controllable Budgets	201,025	1,221	202,246	201,279	Cr 967	Cr 401	
Capital and Insurances (see note 2)	17,479	30,450	47,929	47,929	0	0	
Non General Fund Recharges	Cr 884	0	Cr 884	Cr 884	0	0	
Total Portfolios (see note 1)	217,620	31,671	249,291	248,324	Cr 967	Cr 401	
Central Items:							
Interest on General Fund Balances	Cr 2,691	0	Cr 2,691	Cr 3,691	Cr 1,000	Cr 700	
Contingency Provision (see Appendix 3)	3,617	372	3,989	2,805	Cr 1,184	Cr 1,007	
Other central items							
Reversal of Net Capital Charges (see note 2)	Cr 16,703	Cr 30,450	Cr 47,153	Cr 47,153	0	0	
Grant Income (primarily Local Services Support Grant)	0	Cr 642	Cr 642	Cr 718	Cr 76	Cr 76	
Additional contribution to LPFA for residual liabilities	100	0	100	100	0	0	
Levies	1,597	0	1,597	1,597	0	0	
Total other central items	Cr 15,006	Cr 31,092	Cr 46,098	Cr 46,174	Cr 76	Cr 76	
Total All Central Items	Cr 14,080	Cr 30,720	Cr 44,800	Cr 47,060	Cr 2,260	Cr 1,783	
Bromley's Requirement before balances	203,540	951	204,491	201,264	Cr 3,227	Cr 2,184	
Funding for Severance Costs (Exec. 14th Feb'11)	0	0	0	3,500	3,500	3,500	
Regeneration and Investment Fund (Exec. 7th Sep'11)	0	0	0	10,000	10,000	10,000	
Invest to Save Fund (Exec. 7th Sep'11)	0	0	0	14,000	14,000	14,000	
Carry Forwards from 2010/11 (see note 3)	0	Cr 951	Cr 951	0	951	951	
Adjustment to Balances	0	0	0	Cr 24,981	Cr 24,981	Cr 26,024	
	203,540	0	203,540	203,783	243	243	
Formula Grant (Revenue Support Grant / Business Rates)	Cr 67,320	0	Cr 67,320	Cr 67,320	0	0	
Council Tax Grant	Cr 3,304	0	Cr 3,304	Cr 3,304	0	0	
New Homes Bonus	Cr 750	0	Cr 750	Cr 993	Cr 243	Cr 243	
Bromley's Requirement	132,166	0	132,166	132,166	0	0	
GLA Precept	41,308	0	41,308	41,308	0	0	
Council Tax Requirement	173,474	0	173,474	173,474	0	0	

- # Budget Variations allocated to portfolios in year consists of:
- | | |
|--|---------------|
| | £'000 |
| 1) Allocations from the central contingency provision (see Appendix 3) | Cr 372 |
| 2) Plus Carry forwards of unspent budget provision from 2010/11 (see note 3) | 951 |
| 3) Non Controllable Budget Variations (Capital Charges) | 30,450 |
| 4) Grant income included in other central items | 642 |
| | <u>31,671</u> |

1) NOTES

Portfolio Latest Approved Budgets analysed over Departments as follows:

	2011/12 Original Budget	Budget Variations allocated in year #	2011/12 Latest Approved Budget	2010/11 Projected Outturn	Variation	Variation previously reported to Executive
	£'000	£'000	£'000	£'000	£'000	£'000
Adult and Community Services	96,371	5,897	102,268	101,891	Cr 377	Cr 325
Children and Young People	48,078	18,798	66,876	67,090	214	343
Environmental Services	41,576	5,556	47,132	46,989	Cr 143	Cr 149
Renewal and Recreation	16,469	622	17,091	16,458	Cr 633	Cr 126
Corporate Services	15,126	798	15,924	15,896	Cr 28	Cr 144
	217,620	31,671	249,291	248,324	Cr 967	Cr 401

2) Reversal of Net Capital Charges

This is to reflect the accounting requirements contained in the Code of Practice for Local Authority Accounting and reverses the allocation of capital charges to portfolio budgets, thereby ensuring there is no impact on the General Fund. The budget variation of £30,450k relates to technical accounting changes which require that capital grant income is no longer accounted for through Portfolio budgets.

3) Carry Forwards from 2010/11

Carry forwards from 2010/11 into 2011/12 totalling £951k were approved by the Executive and under the delegated authority of the Director of Resources. Full details were reported to the June meeting of the Executive in the "Provisional Final Accounts 2010/11" report and in the Budget Monitoring 2011/12 report to the Executive on 20th July 2011.

2010/11 Actuals £'000	Division Service Areas	2011/12 Original Budget £'000	2011/12 Latest Approved £'000	2011/12 Projected Outturn £'000	Variation £'000	Notes	Variation Last Reported £'000	Full Year Effect £'000
(88)	Care Services							
	AIDS-HIV Grant	190	190	150	(40)	1	(40)	0
31,031	Assessment and Care Management	32,124	34,022	34,230	208	2	539	204
7,892	Direct Services	5,321	3,315	3,469	154	3	7	0
2,056	Learning Disabilities Care Management	2,230	2,230	2,369	139	4	31	192
2,036	Learning Disabilities Day Services	2,030	2,030	2,030	0		0	0
1,412	Learning Disabilities Housing & Support	1,317	1,328	1,328	0		0	0
44,339		43,212	43,115	43,576	461		537	396
	Commissioning and Partnerships - ACS Portfolio							
2,729	Commissioning and Partnerships	2,435	2,633	2,624	(9)	5	(9)	0
275	Drugs and Alcohol	256	256	251	(5)		0	0
14,841	Learning Disabilities Services	16,194	16,187	16,049	(138)	4	(29)	171
4,547	Mental Health Services	5,124	5,076	4,801	(275)	6	(258)	(167)
0	PCT Funding (Social Care & Health)	0	0	0	0		0	0
5,267	Procurement & Contracts Compliance	5,185	5,049	4,371	(678)	5	(678)	0
27,659		29,194	29,201	28,096	(1,105)		(974)	4
	Housing and Residential Services							
(5)	Enabling Activities	(18)	(18)	(5)	13	7	13	0
(1,607)	Housing Benefits	64	52	52	0		0	0
1,587	Housing Needs	1,173	1,996	2,323	327	8	150	500
111	Housing Strategy & Development	92	753	767	14	7	14	0
1,311	Residential Services	998	46	46	0		0	0
1,397		2,309	2,829	3,183	354		177	500
	Strategic Support Services							
8,574	Concessionary Fares	8,777	8,777	8,766	(11)	9	(9)	0
728	Customer Services	542	520	513	(7)	9	(44)	0
1,300	Performance & Information	1,543	1,556	1,485	(71)	9	(9)	0
197	Quality Assurance	199	191	196	5		0	0
0	Transforming Social Care	0	0	0	0		0	0
10,799		11,061	11,044	10,960	(84)		(62)	0
84,194	TOTAL CONTROLLABLE FOR ADULT AND COMMUNITY SERVICES	85,776	86,189	85,815	(374)		(322)	900
11,165	TOTAL NON CONTROLLABLE	1,381	6,857	6,854	(3)	10	(3)	0
9,773	TOTAL EXCLUDED RECHARGES	9,214	9,222	9,222	0		0	0
105,132	PORTFOLIO TOTAL	96,371	102,268	101,891	(377)		(325)	900

REASONS FOR VARIATIONS

1. AIDS/HIV Grant - Cr £40k

It is currently anticipated that the AIDS/HIV budget will not be fully committed this year and that an underspend of £40k will assist in off-setting pressures within the Care Services division.

2. Assessment & Care Management - Dr £208k

The variation can be analysed as follows:-

	August £'000	June £'000
a) Domiciliary care & direct payments for older people	309	357
b) Residential/Nursing care and respite for older people	(134)	182
c) Residential and domiciliary care for people with physical disabilities	33	0
	208	539

- (a) Although there has been a reduction in the forecast based on activity to date, expenditure on domiciliary care remains a pressure as more older people are maintained in their own homes rather than placed in residential care. The projected overspend takes account of savings of £539k as a result of inflationary increases to providers being lower than anticipated.

The projections include an assumption that the budget changes around charging income are fully realised (£191k). Income has been projected on July data, so the effects of the revised direct payment rates and the new charging policy effective from 16 May are now starting to be reflected.

- (b) The budgets for residential, nursing and respite care for older people are forecast to underspend by £134k based on activity to date.
- (c) The variation comprises a projected overspend of £61k on residential and nursing care, which is partially offset by an underspend of £28k on domiciliary care. This is based on activity to the end of October, however costs can change significantly if complex cases arise.

3. Direct Services - Dr £154k

An overspend of £147k is forecast on the Admissions Avoidance team. Bromley PCT had agreed to make a contribution to the service, but due to increased spend on emergency acute activity this year they are unable to so. The service is 100% funded by this income, and the amount represents the full year costs of the service.

The meals service is now fully operated by our provider, so we no longer receive net income from the service. This has resulted in a small overspend of £7k.

4. Learning Disabilities Services - Dr £139k / Cr £138k

The budget for domiciliary care and direct payments is held by the Care Services division and is projected to overspend by £117k and staffing by £22k.

This is off-set by an anticipated underspend of £87k on residential placements and supported living and £51k on staff vacancies and other expenses within the Commissioning side of the learning disabilities service.

Despite the pressure being contained in-year, the full year effect of the current activity is forecast to be an overspend of £363k for residential, supported living and domiciliary care and managers are working on ways to reduce this.

5. Commissioning & Partnerships - Cr £9k / Cr £678k

The 2011/12 budget includes a savings target £350k for efficiency targets for all suppliers, £300k for reduced commissioning of Supporting People Services and £500k for reduced funding of sheltered housing.

The projected underspend summarised below is additional to those savings and is analysed below.

	£'000	£'000
<u>Commissioning & Partnerships</u>		
Efficiency targets for all suppliers	(22)	
Non-achievement of staff turnover element in budget	<u>13</u>	(9)
<u>Procurement & Contract Compliance</u>		
Savings from sheltered housing higher than budgeted	(256)	
Savings from SP commissioning higher than budgeted (including FYE of savings achieved in 2010/11)	(235)	
Negotiated contract price increases lower than budgeted	<u>(187)</u>	(678)

6. Mental Health Services - Cr £275k

The underspend has increased since August and arises partly from the full year effect of client moves during 2010/11 which resulted in more cost effective placements, from an increase in the use of flexible support rather than residential placements and from containing annual contract price increases due to providers.

7. Enabling Activities Dr £13k / Housing Strategy & Development Dr £14k

Interest rates and mortgage balances have fallen over the last few years resulting in reduced income from interest on mortgage repayments. The anticipated shortfall in income this year is £27k.

8. Bed & Breakfast Temporary Accommodation - Dr £327k

The budget is now forecast to overspend by £327k, based on the latest information, as client numbers and unit costs continue to increase above earlier forecasts. It is becoming more evident and the trend is set to continue throughout this year and the next. The projections are based on the assumption that numbers will increase and will continue into 2011/12, with a full year effect of £500k.

9. Strategic Support Services Cr £84k

The net underspend of £71k on Performance and Information is as a result of the vacant director's post.

The Post Office contract for the issue of Freedom Passes is expected to underspend by £11k and minor variations on Customer Services and Quality Assurance amount to Cr £2k.

10. Non-Controllable budgets Cr £3k

For information here, the variations relate to a net shortfall within property rental income budgets across the division. The Property division within the Resources Portfolio are accountable for these variations.

Waiver of Financial Regulations

Since the last report to the Executive there was a waiver to allow for the continuation of the Citizens Advice Bureau - General and Housing services contract (£116k) till the end of the financial year.

Virements Approved to date under Director's Delegated Powers

Details of virements actioned by Chief Officers under delegated authority under the Financial Regulations "Scheme of Virement" will be included in financial monitoring reports to the Portfolio Holder. Since the last report to Executive, the following virements have been actioned.

Funding temporary member of staff in Mental Health team	£'000
To - Mental Health staffing	9
From - Mental Health - Contribution to health	(9)

2010/11 Actuals £'000	Division Service Areas	2011/12 Original Budget £'000	2011/12 Latest Approved £'000	2011/12 Projected Outturn £'000	Variation £'000	Notes	Variation Last Reported £'000	Full Year Effect £'000
	Education Division							
1,466	Access	2,261	2,261	2,171	(90)	1	(101)	0
6,821	SEN and Inclusion	7,651	7,651	8,288	637	2	915	645
0	Commissioning and Business Services	1,082	1,062	898	(164)	3	(14)	0
660	Standards and Achievement Services	2,305	2,305	2,250	(55)	4	(105)	0
n/a	Early Intervention Grant	(10,999)	(10,999)	(10,999)	0		0	0
8,947		2,300	2,280	2,608	328		695	645
	Safeguarding and Social Care							
13,425	Care and Resources	12,934	12,897	13,450	553	5i	298	263
2,454	Safeguarding and Quality Assurance	2,091	2,188	2,081	(107)	5i	(125)	0
2,335	Safeguarding and Care Planning	2,565	2,505	2,515	10	5i	0	0
2,316	Referral and Assessment	7,312	7,312	7,004	(308)	5i & 5ii	(154)	0
3,589	Bromley Youth Support Programme	3,324	3,324	3,144	(180)	5iii	(180)	0
24,119		28,226	28,226	28,194	(32)		(161)	263
	Strategy and Performance							
580	Research and Statistics	580	580	513	(67)		0	0
450	Strategic Planning and Commissioning	425	493	484	(9)		15	0
1,030		1,005	1,073	997	(76)	6	15	0
	MORATORIUM SAVINGS included above						(200)	0
34,096	TOTAL CONTROLLABLE BUDGETS	31,531	31,579	31,799	220		349	908
40,835	TOTAL NON CONTROLLABLE	10,375	29,125	29,119	(6)		(6)	0
7,334	TOTAL EXCLUDED RECHARGES	6,172	6,172	6,172	0		0	0
82,265	TOTAL NON-SCHOOLS BUDGET	48,078	66,876	67,090	214		343	908
459	TOTAL SCHOOLS BUDGET	0	0	0	0	7	0	0
82,724	PORTFOLIO TOTAL	48,078	66,876	67,090	214		343	908

REASONS FOR VARIATIONS

1. Access - Cr £90k

£'000

1. Education Welfare Service - Cr 33k

i. The budget was reduced on the assumption that a full year of savings would be yielded from managing the Education welfare Officers and Behaviour Support services together. However, this will only be achieved part way through 2011/12. The £16k overspending is the balance after adding an approved virement for £49k. to the budget.

16

ii. Additional income from sold services and savings in supplies and services more than offsets the above

(49)

(33)

2. Early Years Cr 57k.

Savings are being made by holding some posts vacant.

(57)

(90)

2. SEN and Inclusion - Dr £637k

£'000

SEN Transport Contracts, Non-Schools' Budget component - Dr £66k

Pupil volumes have risen and the service has been given a challenging savings target on the basis of expected savings from the re-tendering of contracts.

66

Children With Disabilities - Dr £577k

There are additional high cost placements required for looked after children. The forecast now includes provision for cases that are likely to manifest later during this year, and also a contingency for further growth from as yet unknown cases.

Pupil placements are driving the overspending in both the Schools' Budget and the non-Schools' Budget. Rigorous management action will continue to be taken by the Director of Children and Young People and the Assistant Directors (Education and Safeguarding & Social Care) to contain and reduce costs:

- Review children in high cost residential and independent fostering.
- Further strengthened gate keeping. All placements must be agreed and approved at CSC Placement Panel and by the Assistant Director for Social Care. Cases are reviewed quarterly. Numbers of Looked After Children reduced from 299 in May 2010 to 269 in March 2011.
- Implementation of an Adolescent and parenting support team to focus on preventing teenagers coming in to care.
- Joint work with the Housing Department to divert potential 16 plus homeless youngsters away from care system to supported lodgings through Housing Department.
- A review of fostering provision and costs. A work programme is currently under way to increase the number of LBB foster placements and reduce dependency on Independent Foster Agencies as well as develop packages of support to carers to enable more challenging children to be cared for within foster homes.
- Introduction of rolling interview panels, a Children's Social Care micro-site on the Bromley website, and a two day short listing and invitation to interview turn around time for social work applications to support the recruitment and retention package.
- Tightly controlled purchasing of placements through negotiation, clear specifications, avoiding 'extras', achieving least expensive options where possible.

577

In addition, a general moratorium has been introduced on all non-essential running costs, and all vacancies will be frozen other than for essential posts, with a minimisation of cost of cover for vacant posts.

Other minor savings

(6)

637

3. Education Commissioning & Business Services - Cr £164k

£'000

Possible shortfall in sold services income

200

Savings from consolidating former Sure Start Grant funded services into Commissioned Services

(200)

Under spend on Employees from delayed appointment of vacancies

(50)

Savings from restrictions on supplies and services spending

(114)

(164)

4. Standards & Achievement - Cr £55k

£'000

Savings from delayed appointments to vacant posts.

(35)

Savings from restrictions on supplies and services spending

(20)

(55)**5. Safeguarding and Social Care Division - Cr £32k****5 i Children's Social Care Dr £378k**

£'000

£'000

£'000

Salaries overspending across Social Care - Dr £50k

Safeguarding and Social Care has exceeded the target to reduce the numbers of locum social workers as identified in the Recruitment and Retention report to the Executive on the 3rd February 2010 and so the £50k overspend is lower than planned. Every effort will be made to further reduce spending on locum social workers. The previously reported overspend of £100k has been reduced to £50k with the continued successful recruitment of front line Social Worker staff and holding of other vacancies.

50

Care and Resources - Dr £518k (excluding salaries)

Children's' Placements

overspend

608

Housing Benefit for Care Leavers:

Under 18s

underspend

(56)

Over 18s - Under recovery of rent

overspend

15

Freezing of Saxon Centre Supplies & Services Budgets

(25)

Freezing of posts with in Fostering Service

(24)

518

Safeguarding and Quality Assurance - Cr £107k (excluding salaries)

Savings have been identified to help offset the overspend on Placements.

Savings on the Training budget

(25)

Savings in staff advertising

(29)

Savings on supplies & services

(10)

A £14k contribution will be made from the Child Death Overview Process budget to support QA

(14)

Additional income from the CWDC

(29)

(107)

Safeguarding and Care Planning - Cr £10k (excluding salaries)

£10k underspend on Section 17 budgets.

(10)

Referral and Assessment - Cr £73k (excluding salaries)

Clients with No Recourse to Public Funds rose steadily during 2010-11. The costs are to accommodate and provide for families who cannot work due to their legal status and who do not receive benefits.

15

This overspend will be met from an underspend on S17 budgets

(19)

A post in the Teenage and Parent Support Service Team will be held vacant for the remainder of the year

(27)

Saving in salaries from the new Triage Team

(25)

Underspending in CAMHS grant

(17)(73)

378

5 ii Bromley Children Project within Referral and Assessment Service - Cr 230k.

Savings in business rates against last years' accrual since charges were lower than expected savings are being made by holding some posts vacant.

-125

-35

Savings in the commissioning budget

-70

(230)

5 iii. Bromley Youth Support Programme - Cr £180k

Youth - Savings from delayed appointments to vacant posts, running costs, and additional income.

(150)

Youth Offending Team - Savings are being made on a mix of areas including grant

income, salaries and running costs. An additional saving of £10k has been identified on Office Expenses to help reduce the overall overspend.

(30)

(180)

(32)

6. Strategy & Performance Division - Cr 76k

Additional income from services sold to schools

(46)

Additional IT maintenance costs

13

Posts being held vacant

(43)

(76)

7. THE SCHOOLS' BUDGET No impact on General Fund

Expenditure on schools is funded by Dedicated Schools Grant (DSG) provided by the Department for Education. DSG is ring - fenced and can only be applied to meet expenditure properly included in the Schools' Budget. The final DSG settlement was confirmed at £89k lower than anticipated due to reduced pupil numbers. Overspends and underspends must be carried forward to the following year's Schools' Budget. However, the Schools' Budget is projected to spend in line with budget, since the contingency set aside from the DSG will be used to offset expenditure pressures remaining after management action.

EARLY WARNINGS

Volatile Numbers-Driven Services

CYP Department has several large demand-led budgets where spending varies with the number of children or young people. Of these, SEN Placements, Payments to Private Nurseries and Pupil Referral are in the DSG funded Schools' Budget, and Social Care Placements, Disability Placements, Leaving Care, SEN transport, and YOT are funded within the General Fund. The Department monitors these budgets closely.

Transfer of Schools to Academy Status

Schools converting receive that school's own budget, a share of the non-Schools' Budget and of the Schools' Budgets retained at LA level (and also parts of corporate budgets such as Finance, Legal, Property and HR). The potential longer-term impact has previously been reported to Members, and it had been assumed that for the current financial year only the Schools' Budget would reduce, since Revenue Support Grant for all Councils was top sliced to take account of this.

However, on 19 July notice was received of a consultation on the future funding of schools, and that "The Secretary of State for Education, in consultation with the Secretary of State for Communities and Local Government, has agreed to reconsider the appropriate reduction to local authority funding to be made to reflect the transfer of central services from local authorities to academies and Free Schools. This consideration will apply to the transfers for both the 2011-12 and 2012-13 financial years." It is therefore possible that further in-year reductions will be made to RSG funding.

The Schools' Budget. Behaviour Service Secondary Respite Centre and SEN Placements budget

The Secondary Respite Centre is located on the same campus as a Gymnastic Centre. The Club have made a number of complaints relating to damage sustained to their property by pupils attending the Respite Centre. In response, management have restricted the numbers of pupils who will be present at any one time. This will reduce the income from charges to schools that can be recovered. The loss of Respite capacity will also put an additional pressure onto the SEN Placements budget, since the Centre will not be able to receive a number of excluded pupils who have SEN statements. Management are in the process of identifying alternative premises.

Waiver of Financial Regulations

The Council's Contract Procedure Rules state that where the value of a contract exceeds £50k and is to be exempted from the normal requirement to obtain competitive quotations, the Chief Officer has to obtain the agreement of the Director of Resources and Finance Director and (where over £100,000) of the Portfolio Holder, and report use of this exemption to Audit Sub committee bi-annually. Since the last report to the Executive there have been 8 contracts exceeding £50,000 but less than £100,000, and 8 contracts exceeding £100,000.

Virements Approved to date under Director's Delegated Powers

Details of virements actioned by Chief Officers under delegated authority under the Financial Regulations "Scheme of Virement" will be included in financial monitoring reports to the Portfolio Holder. Since the last report to Executive, the following virements have been actioned.

To Education welfare Officers Salaries (Access Service)

£'000

49

From Pupil Benefits (Access Service)

(49)

Reason: The budget cuts assumed a full year of saving from management reductions, but for the first year only a part year saving has been possible

To Planning & Commissioning salaries

20

From Standards & Achievement salaries

(20)

Reason: to make good the difference between what a redeployee is actually being paid on preserved conditions and the available budget.

2010/11 Actuals £'000	Division Service Areas	2011/12 Original Budget £'000	2011/12 Latest Approved £'000	2011/12 Projected Outturn £'000	Variation £'000	Notes	Variation Last Reported £'000	Full Year Effect £'000
(5,515)	Customer & Support Services							
	Parking	(5,366)	(5,354)	(5,424)	(70)	1,2,3	(77)	50
1,605	Support Services	1,554	1,528	1,528	0		0	0
(3,910)		(3,812)	(3,826)	(3,896)	(70)		(77)	50
	Public Protection - ES							
112	Emergency Planning	114	114	114	0		0	0
112		114	114	114	0		0	0
	Street Scene & Green Space							
5,803	Area Management/Street Cleansing	5,975	5,971	5,971	0		0	0
2,165	Highways	0	1,937	1,931	(6)	4		
(65)	Markets	(47)	(21)	(7)	14	5	24	0
6,225	Parks and Green Space	6,153	6,137	6,191	54	6	33	0
567	Street Regulation	519	549	579	30	7	30	0
16,091	Waste Services	16,892	16,697	16,647	(50)	8	(70)	(50)
30,786		29,492	31,270	31,312	42		17	(50)
	Transport & Highways							
7,277	Highways incl London permit Scheme	9,236	7,272	7,172	(100)	9	(77)	0
147	Highways Planning	144	169	169	0		0	0
843	Traffic & Road Safety	790	690	663	(27)	10	(27)	0
216	Transport Strategy	235	235	235	0		0	0
8,483		10,405	8,366	8,239	(127)		(104)	0
35,471	TOTAL CONTROLLABLE	36,199	35,924	35,769	(155)		(164)	0
7,151	TOTAL NON CONTROLLABLE	(692)	5,186	5,198	12	11	15	0
2,596	TOTAL EXCLUDED RECHARGES	2,348	2,301	2,301	0		0	0
45,218	PORTFOLIO TOTAL	37,855	43,411	43,268	(143)		(149)	0

REASONS FOR VARIATIONS

1. Bus Lane Enforcement Cr £15k

There is a projected net surplus of £15k as follows:

- 2011/12 projected extra income of £10k due to an increase in contravention numbers after allowing for the suspension of the Cray Avenue bus lane.
- Anticipated increase in income from PCNs issued in prior years of £5k

The above figures include the projected shortfall of income of £50k, (full-year effect £100k) as a result of the suspension of bus lane restrictions in Cray Avenue, following the diversion of traffic as a result of the bridge replacement at Chislehurst Road.

2. Off Street Car Parking Cr £15k

Off-street car parking income is projected to be £85k below budget expectation. This is mainly due to reduced demand and parking fees not having been increased to match inflation added to the budget as a result of the normal estimate process, nor the loss of income as a direct result of the increase in VAT.

This projected shortfall is from the four multi-storey car parks where income was £61k below budget for April -October, with a sizeable proportion (£23k) occurring in April, probably due to the high number of bank holidays.

This projected shortfall in income is offset by £50k savings as a result of management action, and a balance from a provision of £50k no longer required for contract payments following successful negotiations with the parking contractor.

3. On Street Car Parking Cr £40k

There is currently projected to be a surplus of £40k from on-street car parking income. £11k is from the Beckenham area, and £29k from elsewhere across the borough. This will be used to balance the shortfall of off street parking income for 2012/13.

4. Highways (SS&GS) Cr £6k

There is currently a small surplus of £6k projected from Street Traders' Licences due to more businesses applying for licences.

5. Markets Dr £14k

There is a projected shortfall in income of £24k mainly due to the continuing effects of the recession, which is partly offset by underspends across supplies and services budgets of £10k, giving a net overall deficit of £14k.

6. Parks & Green Space Dr £54k

There is an overspend on staffing of £60k due to the 2011/12 budget savings relating to the ranger service review of £156k not being fully met in year. This has increased from the previously reported figure of £39k due to delays in implementing the restructure, and a previously unanticipated maternity cover. This overspend is partly offset by an underspend of £6k due to a reduction in grant to the Chislehurst Common Conservators.

7. Street Regulation Dr £30k

There is an overspend on staffing of £30k. This is due to:

- Dr £25k 2011/12 budget savings not being fully met in year
- Dr £5k net costs incurred as cover for staff on long-term sick

8. Waste Management Cr £50k

Prices for trade waste collections were increased by 15% in April 2011 and 13% in April 2010. For 2010/11 the fall-out of commercial customers equated to 7.2% and in 2011/12 this percentage has risen to 11.22%. When setting the new fees and budgets an assumption was made that there would be reduction of a further 5% of customers and therefore the additional reduction of 6.22% has meant that

income is currently projected to be £90k below budget.

It should be noted that this is partly offset by a corresponding reduction in contract collection costs of £15k and £56k for disposal costs due to a projected reduction of 700 tonnes from the decrease in customers.

There is an additional underspend of £48k disposal costs due to a further projected reduction of 600 tonnes.

There is a small surplus of £7k from the income received within the Schools Recycling Service. This has arisen due to more schools taking up the service than originally anticipated.

There is a small surplus across the collection contract (other than trade waste) of £14k.

All variations are summarised in the table below : -

Summary of Variations:-	£'000
Shortfall of trade waste collection income due to reduction in customers	90
Corresponding reduction in trade waste collection contract costs	(15)
Reduction in disposal tonnage from trade waste collection customers	(56)
Reduction in disposal tonnages (other than trade waste collected)	(48)
Surplus within collection contract (other than trade waste)	(14)
Additional income due to increase in customers within Schools Recycling Service	(7)
Total variation for waste management	(50)

9. Highways Cr £100k

There is a projected underspend on salaries of £40k through a combination of vacancies and reduced hours following an early retirement.

There is a projected surplus of NR&SWA income from Section 74 notices of £60k.

It should be noted that Thames Water had indicated in 2010/11 that they were intending to improve their performance. Income had dropped significantly from 2010/11 by £440k compared to 2009/10 and officers anticipated a further drop of income of £350k from defect notices during 2011/12. The actual drop in 2011/12 compared to 2010/11, appears to be just under £100k, however officers feel that Thames Water will continue to improve their performance and therefore it is not expected that this surplus will continue into 2012/13.

Following the information received from Thames Water, the income budget for defect notices was reduced by £385k for 2011/12. The Executive have agreed to transfer the unexpected income of £260k projected for defect notices back to the central contingency for 2011/12 and the budget has been adjusted accordingly.

10. Traffic & Road Safety Cr £27k

There is a projected underspend of £27k through a combination of transferring staffing costs to Transport for London earlier than previously anticipated, and reduced working hours.

11. Non-controllable budgets Dr £12k

For information here, the variations relate to a net shortfall within property rental income budgets across the division. Resources Portfolio are accountable for these variations.

Waiver of Financial Regulations

There are no waivers to report as at the end of October 2011.

Virements Approved to date under Director's Delegated Powers

Details of virements actioned by Chief Officers under delegated authority under the Financial Regulations "Scheme of Virement" will be included in financial monitoring reports to the Portfolio Holder. Since the last report to Executive, no virements have been actioned.

2010/11 Actuals £'000	Division Service Areas	2011/12 Original Budget £'000	2011/12 Latest Approved £'000	2011/12 Projected Outturn £'000	Variation £'000	Notes	Variation Last Reported £'000		Full Year Effect £'000
	Public Protection								
755	Community Safety	516	524	503	(21)	1	0		0
336	Mortuary & Coroners Service	344	334	334	0		0		0
2,891	Public Protection	2,586	2,588	2,609	21	2	0		0
3,982		3,446	3,446	3,446	0		0		0
3,982	TOTAL CONTROLLABLE FOR PUBLIC PROTECTION & SAFETY	3,446	3,446	3,446	0		0		0
381	TOTAL NON CONTROLLABLE	6	6	6	0		0		0
527	TOTAL EXCLUDED RECHARGES	269	269	269	0		0		0
4,890	PORTFOLIO TOTAL	3,721	3,721	3,721	0		0		0

REASONS FOR VARIATIONS

1. Community Safety Cr £21k

There is a projected underspend of £21k within Community Safety as a result of savings on the Senior Crime Analyst post due to it being filled part way through the year. This is being used to cover the net income deficit of £21k within Public Protection.

2. Public Protection Dr £21k

There is currently a deficit projected within licence fee income of £21k, and £6k from other income. This is being partly offset by an underspend within third party payments (Cr £6k) which relates to costs for the City of London animal welfare service. Over the next few months, the income position will be re-assessed following the recent increase in non-statutory licence fees from 1st October 2011. The net deficit of £21k is being met by a projected underspend within Community Safety as a result of savings on the Senior Crime Analyst post.

The budget for Stray Dogs is projected to be balanced due to the part year residual budget for Pest Control being available in 2011/12. If the original Stray Dogs budget and current spend remain the same in 2012/13, there could be a projected overspend of around £15k, however, it is anticipated that this deficit should be addressed through the current re-tendering of the stray dogs contract.

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2010/11 Actuals £	Division Service Areas	2011/12 Original Budget £	2011/12 Latest Approved £	2011/12 Projected Outturn £	Variation £	Notes	Variation Last Reported £	Full Year Effect £
(291)	Adult Education Centres Adult Education Centres	(401)	(401)	(401)	0		0	0
(291)		(401)	(401)	(401)	0		0	0
(142)	Planning Building Control	(31)	(31)	(31)	0	1	0	0
(237)	Land Charges	(275)	(275)	(275)	0	2	0	0
1,208	Planning	979	953	1,091	138	3	193	0
1,401	Renewal	1,371	1,471	1,352	(119)	4	(109)	0
2,230		2,044	2,118	2,137	19		84	0
2,892	Recreation Culture	2,644	2,644	2,503	(141)	5	(6)	0
5,251	Libraries and Museums	5,327	5,327	5,297	(30)	6	(50)	0
373	Town Centre Management & Business Support	339	393	365	(28)	7	(28)	0
8,516		8,310	8,364	8,165	(199)		(84)	0
10,455	TOTAL CONTROLLABLE FOR RENEWAL AND RECREATION	9,953	10,081	9,901	(180)		0	0
5,310	TOTAL NON CONTROLLABLE	6,777	7,008	7,007	(1)		(1)	0
2,531	TOTAL EXCLUDED RECHARGES	2,357	2,357	2,357	0		0	0
18,296	PORTFOLIO TOTAL	19,087	19,446	19,265	(181)		(1)	0

REASONS FOR VARIATIONS

1. Building Control £0k

A shortfall of income of £201k is projected due to the recession and is being offset by savings of £201k from management action to reduce costs, including holding 3.5fte vacant.

2. Land Charges £0k

As a result of the Government withdrawing the statutory fee for personal searches in August 2010, the full year effect of the loss of income will be £102k. A request will be submitted to the Executive to draw down part of a contingency which was set aside for the likely event of the withdrawal of this statutory fee which currently has a balance of £162k.

3. Planning Dr £138k

Income from non-major planning applications seem to be decreasing compared to 2010/11, £326k has been received in the seven months to 31st October compared to £383k received for the same period in 2010/11. The income is therefore expected to be at least £390k lower than the budget, (an early warning is that this could be as high as £500k).

Income received from major applications in the seven months to 31st October is £108k compared to £83k received in the same period in 2010/11. Officers have given details of potential income totalling £139k for the remainder of the financial year, which would give total income of £247k against a budget of £300k.

For information, £393k was received for major applications during 2009/10 and £236k for 2010/11.

The budget option relating to the introduction of new fees for pre-application meetings for non-majors is generating the level of income expected and the target of £30k should be achieved.

Management action taken includes holding 8 fte posts vacant and reducing spend on running expenses totalling Cr £304k.

Summary of Planning variations	Variation £'000
Effect of holding 8 FTE's vacant within Planning	(226)
Shortfall of income from planning fees	450
Miscellaneous income	(8)
Underspends on transport and supplies, services from Management action within Planning	(78)
Total variation	138

4. Renewal Cr £119k

The £119k underspend on Renewal relates to staffing due to part year effect of early retirement of £57k, portfolio holder initiatives of £51k and other expenditure budgets of £11k. This is being used to offset the net shortfall of income from planning applications.

5. Culture Cr £141k

There is a minor £9k overspend on running expenses which is being offset by the underspend from libraries.

There is a £150k underspend on grant funding received for the Field Studies Centre, which is the result of a sundry creditor of £78k for the repayment of the 2010/11 grant not having to be repaid, a provision to repay grant for travel allowances was not fully required resulting in a £66k underspend and a surplus of £6k on the grant received in 2011/12 not being fully spent.

A report will be submitted to a future meeting of the Executive to request that Members consider setting up an earmarked reserve of £150k which can be used as a contribution towards the costs of a special project in 2012/13.

6. Libraries & Museums Cr £30k

The £30k underspend on Libraries relates to part year vacancies.

7. Town Centre Management & Business Support Cr £28k

The £28k underspend relates to management action to hold a post vacant for the remainder of the financial year in order to balance the shortfall on income under Planning.

Waiver of Financial Regulations

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2010/11 Actuals	Financial Summary	2011/12 Original Budget £'000	2011/12 Latest Approved £'000	2011/12 Projected Outturn £'000	Variation £'000	Notes	Variation Last Reported £'000	Full Year Effect £'000
	CHIEF EXECUTIVE'S DEPARTMENT							
695	Audit	993	993	971	(22)		(1)	0
124	Comms	117	117	117	0		3	0
392	Organisation & Improvement	328	378	365	(13)		(13)	0
98	Policy & Partnership	85	0	0	0		0	0
	Human Resources							
272	Health & Safety	239	239	242	3		3	0
357	HR Management	322	274	289	15		(2)	0
561	HR Strategy and L & D	518	518	517	(1)		(20)	0
703	Operational HR	723	758	709	(49)		(32)	0
877	Management and Other (C.Exec)	734	769	750	(19)		(14)	0
4,079	Sub Total - Chief Executive's Department	4,059	4,046	3,960	(86)		(76)	0
	RESOURCES DEPARTMENT							
	Financial Services & Procurement							
1,401	Exchequer - Payments & Income	1,338	1,392	1,384	(8)		(3)	0
6,067	Exchequer - Revenue & Benefits	5,558	5,565	5,515	(50)	1	(16)	0
3,105	Financial Management	2,483	2,508	2,519	11		21	0
429	Procurement	412	412	412	0		0	0
6,305	Information Systems	4,883	4,883	4,883	0		0	0
	Customer Services							
169	Bromley Knowledge	224	224	223	(1)		(1)	0
885	Contact Centre	868	965	964	(1)		1	0
	Democratic, Electoral & Registrar's							
145	Customer Service Development	93	93	103	10		10	0
1,718	Democratic Services	1,656	1,656	1,676	20	2	39	0
883	Electoral	366	366	349	(17)		(16)	0
(26)	Registrars	(39)	(34)	(33)	1		(1)	0
	Legal Service & Facilities Support							
1,981	Admin. Buildings	1,968	1,921	1,915	(6)		(6)	0
651	Facilities & Support	487	543	524	(19)	3	(37)	0
1,807	Legal Services	1,672	1,672	1,672	0		0	0
368	Management and Other	134	162	161	(1)		(1)	0
25,888	Sub Total - Resources Department	22,103	22,328	22,267	(61)		(10)	0
	RENEWAL & RECREATION DEPARTMENT							
2,328	Property Services (excl. Investment Property)	1,366	1,589	1,470	(119)	4	8	0
3,356	Repairs & Maintenance (All LBB)	3,967	4,492	4,492	0		0	0
(638)	Other Rental Income	(647)	(720)	(718)	2		5	0
5,046	Sub Total	4,686	5,361	5,244	(117)		13	0
(3,533)	Investment & Non Operational Property Rental Income	(3,693)	(3,620)	(3,834)	(214)	5	(128)	0
1,513	Sub Total Renewal & Recreation Department	993	1,741	1,410	(331)		(115)	0
31,480	Total Controllable Departmental Budgets	27,155	28,115	27,637	(478)		(201)	0
(60,152)	Total Non Controllable	1,984	1,984	1,984	0		0	0
(23,717)	Total Excluded Recharges	(21,244)	(21,205)	(21,205)	0		0	0
(1,775)	Less: R&M allocated across other Depts	(2,999)	(2,957)	(2,957)	0		0	0
634	Less: Rent allocated across other Depts	647	720	718	(2)		(5)	0
(53,530)	Net Departmental Budgets	5,543	6,657	6,177	(480)		(206)	0
	CENTRAL ITEMS (Controllable Budgets)							
9,509	CDC & Non Distributed Costs (Past Deficit etc.)	6,965	6,912	6,912	0		(63)	0
(44,021)	Total Corporate Services/Resources Portfolio	12,508	13,569	13,089	(480)		(269)	0

REASONS FOR VARIATIONS

1. Exchequer Services Cr £50k

The underspend relates to savings on staffing costs due to posts being held vacant to fund future efficiency savings.

2. Democratic Services Dr £20k

Decisions on the make up of savings relating to Members are still being worked through. As a result, an overspend is expected under Democratic Services as compensating savings cannot be found within the division, however, the overspend will be managed across the department as a whole.

3. Facilities & Support Cr £19k

This mainly relates to savings on salaries expected as a result of posts being held vacant to fund future efficiency savings.

4. Property Services - excl. Investment Property Cr £119k

This relates to additional staffing costs (mainly relief caretakers), offset by additional income of £200k mainly relating to additional services for schools and project income.

5. Investment & Non Operational Property Rental Income Cr £214k

Additional rent income is anticipated, mainly due to a short term lease of the Old Town Hall to Liberata prior to sale (Cr £150k) and The Walnuts Rent Share (Cr £54k). Bromley receives a 10% rent share for The walnuts. The agreement specifies that our share is based on the actual net rent in the previous calendar year. The rent share for the 2010 calendar year was agreed in August 2011 and this suggests that LBB will receive approx £230k in 2011/12 which is £54k more than the budget of £176k

General Commentary including impact on future years

Assistant Directors and budget holders are working to ensure that they manage their services within existing budgets.

EARLY WARNINGS

1 Property Division

The Glades / Queens Gardens Restaurant Project, is estimated to cost £5.7 million. The planning application was due 4th November 2011. Construction is expected to commence August 2012 with opening in Spring / Summer 2013. Bromley would have to pay 15% of the project costs, say £0.9m. Funding options such as setting up an Earmarked Fund are being explored.

2 Legal Services

Two cases having recently been instructed against the Council which could mean significant costs would be incurred by the authority in counsel fees. If incurred it would be unlikely these costs could be contained within budget.

Waiver of Financial Regulations

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Approved by Director under Delegated Powers

CYP Finance - deletion of turnover cut of £16k by permanent virement of £10k from running expenses and £6k from Income

Item	Original Contingency Provision	Allocations				Variation to Original Contingency Provision
		Previously Approved Items	New Items Requested this Cycle	Items Projected for Remainder of Year	Total Allocations/ Projected for Year	
General	£	£	£	£	£	£
Provision for risk/investment relating to volume and cost pressures	635,000			635,000	635,000	0
Further increases in fuel costs	600,000		100,000	250,000	350,000	(4) Cr 250,000
Provision for uncertainty relating to grant income	565,000			565,000	565,000	0
Provision for uncertain items	500,000			500,000	500,000	0
Carbon tax	386,000			186,000	186,000	(7) Cr 200,000
Grants to voluntary organisations	275,000			275,000	275,000	0
Unallocated inflation provision	93,000			0	0	(8) Cr 93,000
Net loss of income from proposed sale of car parks	297,000			0	0	(8) Cr 297,000
Savings from negotiations of key contracts	Cr 250,000	Cr 180,000		Cr 70,000	Cr 250,000	(9) 0
Planning appeals - change in legislation	150,000			150,000	150,000	0
Potential loss of income re land charges and building control (change in regulations)	162,000			162,000	162,000	0
Provision for reduction of local democracy savings	120,000			120,000	120,000	0
Surplus income from NR&SWA defect notices		Cr 260,000			Cr 260,000	(6) Cr 260,000
Other items	84,000			0	0	(8) Cr 84,000
Total General Items	3,617,000	Cr 440,000	100,000	2,773,000	2,433,000	Cr 1,184,000
Grants included within Central Contingency Sum						
NHS Funding to Support Social Care						
Grant related expenditure	2,176,000	584,610		1,591,390	2,176,000	(3) 0
Grant related income	Cr 2,176,000	Cr 584,610		Cr 1,591,390	Cr 2,176,000	0
Lead Local Flood Authorities						
Grant related expenditure	142,000	110,000		32,000	142,000	(1) 0
Grant related income	Cr 142,000	Cr 142,000			Cr 142,000	0
Additional Funding for Pothole Repairs (DfT)						
Grant related expenditure	0	419,000			419,000	(2) 419,000
Grant related income	0	Cr 419,000			Cr 419,000	Cr 419,000
Bromley Youth Music Trust (DfE)						
Grant related expenditure	0	362,240			362,240	(1) 362,240
Grant related income	0	Cr 362,240			Cr 362,240	Cr 362,240
High Street Support Scheme (CLG)						
Grant related expenditure				50,000	50,000	(3) 50,000
Grant related income				Cr 50,000	Cr 50,000	Cr 50,000
School Work Improvement Fund and Munro Fund						
Grant related expenditure		218,713			218,713	218,713
Grant related income		Cr 218,713			Cr 218,713	(5) Cr 218,713
Total Grants	0	Cr 32,000	0	32,000	0	0
GRAND TOTAL	3,617,000	Cr 472,000	100,000	2,805,000	2,433,000	Cr 1,184,000

Notes:

- (1) Approved by the Executive on 25th May 2011
- (2) Approved by the Executive on 6th April 2011
- (3) Approved by the Executive on 7th September and 19th October 2011
- (4) Latest projections for estimated increase in fuel costs is £250k lower than budgeted requirement
- (5) Notification of Grant after the 2011/12 budget was set. £190k Approved by Executive 19th October the remaining balance of £29k was approved by the CYP Portfolio Holder on 7th November 2011
- (6) Income from defect notices higher than expected in 2011/12 - budget transferred back from ES Portfolio
- (7) £200k of the provision for Carbon Reduction Commitment Tax will be funded from the Schools Budget
- (8) Latest projections indicate that these provisions will not be required in 2011/12
- (9) Approved by the Executive 16th November 2011

Description	2011/12 Latest Approved Budget £'000	Variation To 2011/12 Budget £'000	Potential Impact in 2012/13
Residential and Domiciliary care - Older People	21,024	175	<p>The full year effect of the net overspend in domiciliary and residential care is forecast to be £118k in 2012/13. The ability to reduce this overspend relies on further increases in reablement activity and the resulting reduction in the number and level of packages required.</p> <p>The Management Team anticipates that next year this overspend will be contained by a number of measures, including the opening of the new extra care housing units, the implementation of the new initiatives for people with dementia and through effective negotiation of contracts with providers.</p>
Residential and Domiciliary care - Physical Disabilities	4,127	33	<p>The full year effect of the 2011/12 overspend is forecast to be £86k based on the latest activity. Management action will be taken to reduce this by reviewing packages and PCT contributions to complex cases.</p>
Residential & Domiciliary Care - Learning Disabilities	24,844	60	<p>Although there is an underspend on residential and supported living in the current year, a full year overspend of £171k is forecast for 2012/13 based on activity to the end of October. The projection takes account of provision of £265k for growth as a result of additional placements during 2011/12.</p> <p>This is offset by the projected full year saving on mental health placements (see below).</p> <p>The overspend on Domiciliary care is offset by in-year savings on residential placements and other running expenses, however it is forecast that the full year pressure will be £192k in 2012/13, which will be contained by management action to find more cost effective packages.</p>
Residential Care - Mental Health	2,889	(275)	<p>The full year effect of the 2011/12 underspend is forecast to be Cr £167k, which will contribute towards pressures within the Commissioning & Partnerships division.</p>
Housing Needs - Temporary Accommodation (net of HB)	229	327	<p>The full year effect of the overspend is forecast to be £500k in 2012/13. It is anticipated that this can be reduced by a number of initiatives being worked on and included in a report to the ACS PDS on 30th November.</p>

APPENDIX 4

SEN Transport	3,357	66	SEN Transport is currently projected to be £66k overspent. The savings target for 11/12 from re-tendering may not be achieved in full. Every effort will be made to achieve the full saving this year, or certainly by 2012/13, but this is a volatile demand driven budget.
Children's Placement Projections	9,535	608	Total full year effect projection £763k Less sums already included in financial forecast £500k Net full year effect projection £263k Any overspending in 2012/13 will be contained in the total departmental budget allocation, to the extent that it has not been factored into the four year forecast.
Safeguarding & Social Care Division	21,356	50	Substantial progress has already been made in replacing expensive locum agency staff with employees. However, any overspending in 2012/13 will be contained in the total CYP budget allocation, to the extent that it has not been factored into the four year forecast.
SEN Children's Disability Team Placements	1,559	577	Total full year effect projection £645k. Management action should eliminate or substantially reduce this overspending, but any remaining overspending in 2012/13 will be contained in the total departmental budget allocation, to the extent that it has not been factored into the four year forecast.
Parking (net controllable)	(5,354)	(70)	Extra income projected on enforcement is mainly due to additional income from previous years and therefore will not affect 2012/13. 2011/12 deficit of £85k on off street parking is currently being offset by one-off underspends and therefore for 2012/13 the on-going deficit will be partly offset by £40k extra income from On Street parking leaving an overall deficit of £50k to be funded by the underspend from waste services
Waste Management (net controllable)	16,697	(50)	It is expected that there could be an on-going underspend of £50k from the reduction of disposal tonnage in 2012/13 that can be used to offset the net deficit of parking income.
Planning & Renewal (net controllable)	2,424	19	Income from planning applications has reduced due to the economic climate and a shortfall of £450k is projected for 2011/12. This level of shortfall may continue into 2012/13 and therefore management action will have to continue to be taken in order to balance the budget.