

Notice of Meeting

Executive

Thursday 30 June 2016 at 5.00pm

**in the Council Chamber Council Offices
Market Street Newbury**

Date of despatch of Agenda: Wednesday, 22 June 2016

For further information about this Agenda, or to inspect any background documents referred to in Part I reports, please contact Democratic Services Team on (01635) 519462

e-mail: executivecycle@westberks.gov.uk

Further information and Minutes are also available on the Council's website at www.westberks.gov.uk



Agenda - Executive to be held on Thursday, 30 June 2016 (continued)

To:	Councillors Dominic Boeck, Anthony Chadley, Hilary Cole, Roger Croft, Lynne Doherty, Marcus Franks, James Fredrickson, Graham Jones, Alan Law and Garth Simpson
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Agenda

Part I

Pages

- 1. Apologies for Absence**
To receive apologies for inability to attend the meeting (if any).
- 2. Minutes**
To approve as a correct record the Minutes of the meeting of the Executive held on 26 May 2016. 5 - 8
- 3. Declarations of Interest**
To remind Members of the need to record the existence and nature of any Personal, Disclosable Pecuniary or other interests in items on the agenda, in accordance with the Members' [Code of Conduct](#).
- 4. Public Questions**
Members of the Executive to answer questions submitted by members of the public in accordance with the Executive Procedure Rules contained in the Council's Constitution. *(Note: There were no questions submitted relating to items not included on this Agenda.)*
- 5. Petitions**
Councillors or Members of the public may present any petition which they have received. These will normally be referred to the appropriate Committee without discussion.

Items as timetabled in the Forward Plan

Pages

- 6. Provisional Financial Outturn Report - 2015/16 (EX3022)**
(CSP: MEC, MEC1)
Purpose: To inform Members of the provisional financial outturn of the Council for 2015/16. 9 - 36
- 7. The Household Waste Recycling Centre Service (EX3123a)**
Purpose: To make a decision about how to develop the Household Waste Recycling Centres (HWRCs) and how to control waste flow. 37 - 38



West Berkshire
C O U N C I L

8. **Members' Questions**

Members of the Executive to answer questions submitted by Councillors in accordance with the Executive Procedure Rules contained in the Council's Constitution.

(a) **Question to be answered by the Portfolio Holder for Communities and Public Protection submitted by Councillor Richard Somner**

"Following the launch of the community energy-switching scheme, can you clarify how the scheme operates and the benefit this has brought to those that have signed up?"

(b) **Question to be answered by the Portfolio Holder for Communities and Public Protection submitted by Councillor Alan Macro**

"What is the estimated proportion of non West Berkshire residents using the Council's waste and recycling centres?"

(c) **Question to be answered by the Portfolio Holder for Transport and Emergency Planning submitted by Councillor Alan Macro**

"What is the Council doing to ensure that traffic signs are clearly visible?"

(d) **Question to be answered by the Portfolio Holder for Economic Development and Planning submitted by Councillor Alan Macro**

"As planning enforcement is important to protecting local residents, is the Portfolio Holder confident that the Council has adequate enforcement resources?"

9. **Exclusion of Press and Public**

RECOMMENDATION: That members of the press and public be excluded from the meeting during consideration of the following item as it is likely that there would be disclosure of exempt information of the description contained in the paragraphs of Schedule 12A of the Local Government Act 1972 specified in brackets in the heading of each item. [Rule 8.10.4 of the Constitution refers.](#)

Part II

10. **The Household Waste Recycling Centre Service (EX3123b)**

39 - 54

Purpose: to agree the recommendations as set out in the exempt report.

Andy Day
Head of Strategic Support



West Berkshire Council Strategy Aims and Priorities

Council Strategy Aims:

- BEC** – Better educated communities
- SLE** – A stronger local economy
- P&S** – Protect and support those who need it
- HQL** – Maintain a high quality of life within our communities
- MEC** – Become an even more effective Council

Council Strategy Priorities:

- BEC1** – Improve educational attainment
- BEC2** – Close the educational attainment gap
- SLE1** – Enable the completion of more affordable housing
- SLE2** – Deliver or enable key infrastructure improvements in relation to roads, rail, flood prevention, regeneration and the digital economy
- P&S1** – Good at safeguarding children and vulnerable adults
- HQL1** – Support communities to do more to help themselves
- MEC1** – Become an even more effective Council

If you require this information in a different format or translation, please contact Moira Fraser on telephone (01635) 519045.

- (a)
- (b)
- (a)
- (b)
- (a)
- (b)
- (a)
- (b)

DRAFT

Note: These Minutes will remain DRAFT until approved at the next meeting of the Committee

EXECUTIVE

MINUTES OF THE MEETING HELD ON THURSDAY, 26 MAY 2016

Councillors Present: Anthony Chadley, Hilary Cole, Lynne Doherty, Marcus Franks, James Fredrickson, Graham Jones, Alan Law and Garth Simpson

Also Present: John Ashworth (Corporate Director - Environment), Nick Carter (Chief Executive), Mark Cole (Traffic Services Manager), Andy Day (Head of Strategic Support), Sean Murphy (Trading Standards Manager), Ian Pearson (Head of Education Service), Peta Stoddart-Crompton (Public Relations Officer), Andy Walker (Head of Finance), Rachael Wardell (Corporate Director - Communities), Robert Alexander (Conservative Group Executive), Stephen Chard (Policy Officer), Councillor Jeanette Clifford, Councillor Lee Dillon, Councillor Mollie Lock, Councillor Gordon Lundie and Councillor Richard Somner

Apologies for inability to attend the meeting: Councillor Dominic Boeck and Councillor Roger Croft

(Councillor Graham Jones in the Chair)

Councillor Jones welcomed Councillor Anthony Chadley, Portfolio Holder for Finance and Transformation, to his first Executive meeting as an Executive Member.

PART I

85. Minutes

The Minutes of the meeting held on 21 April 2016 were approved as a true and correct record and signed by the Deputy Leader.

86. Declarations of Interest

There were no declarations of interest received.

87. Public Questions

There were no public questions submitted in relation to items not included on the agenda.

The following question, pertaining to a report on the agenda, was submitted after the agenda was published:

(a) **Question submitted by Mrs Martha Vickers to the Portfolio Holder for Transport and Emergency Planning**

A question standing in the name of Mrs Martha Vickers on the subject of consultation with residents affected by new parking schemes and how this was reflected in relation to recent proposals for Leys Gardens, Goldwell Drive and Jesmond Dene in Newbury was answered by the Portfolio Holder for Transport and Emergency Planning.

A full transcription of the public and Member question and answer sessions are available from the following link: [Transcription of Q&As](#).

88. Petitions

Councillor Gordon Lundie presented a petition, on behalf of the residents of Great Shefford and the owner of the Great Shefford Village Shop and Post Office, containing 980 signatures relating to concerns over proposals of West Berkshire Council to

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implement double yellow lines adjacent to the shop. The petition was referred to the Head of Highways and Transport.

89. **Scrutiny Review into Car Parking (EX3106)**

The Executive considered a report (Agenda Item 6) which set out the recommendations of the Overview and Scrutiny Management Commission (OSMC) in respect of various parking issues and which outlined the responses of the Highways and Transport Service.

Councillor Garth Simpson, in introducing the report, gave the view that the OSMC's recommendations, summarised below, were sensible and would be taken into account moving forward:

- Develop a district parking plan;
- Develop an integrated transport plan with Reading BC;
- Consider extending the 'Ticketer' system;
- Widen consultation for Residents Parking Schemes;
- Ensure Residents Parking Schemes were cost neutral;
- Consider the extension of access to off-street car parking to augment capacity in Residents Parking Schemes;
- Evaluate the introduction of virtual residents parking permits;
- Commission a parking demand/capacity study for Newbury;
- Assess effectiveness of on-street parking payment methods.

Councillor Lee Dillon, who was a Member of the cross-party OSMC Task Group which conducted this review, commented that a key finding of the review suggested that if alternative measures, such as those identified as part of the review, were not taken forward then it could be the case that the growing demand for parking spaces could not be met in future. It was therefore important, as far as possible, to encourage people out of their cars and onto public transport. While this was difficult for those living in rural parts of the District, this needed to be encouraged in urban areas.

Councillor Simpson responded to this point by explaining that the growth in demand for parking spaces was recognised as were the problems this created. This was therefore regularly considered by Officers. Short term solutions included efforts to encourage greater use of the Council's car rental scheme as opposed to people using their own cars and increased availability of weekend parking provision. In the longer term, parking provision would be increased as a result of the Market Street redevelopment. The parking element of the scheme was front loaded in the building programme.

Councillor James Fredrickson explained that he was part of the OSMC Task Group's review, prior to becoming an Executive Member, and he agreed with the points made in relation to the increasing demand for parking spaces. This was an issue which needed a continued focus.

RESOLVED that the report and the recommendations of the Overview and Scrutiny Management Commission be noted and the responses of the Highways and Transport Service be approved.

Reason for the decision: To respond to the recommendations of the Overview and Scrutiny Management Commission.

Other options considered: None.

90. Building Control Shared Service (EX3063)

The Executive considered a report (Agenda Item 7) that advised of work undertaken to look at the feasibility of a shared Building Control Service formed by the merger of the current service with the Royal Borough of Windsor and Maidenhead and Wokingham Borough Council. This work concluded that not only would such a service be feasible, it would also be desirable given prevailing market conditions.

Councillor Marcus Franks introduced the report and explained that the proposed Building Control Shared Service would, if approved, become another of several shared services in place across many areas of West Berkshire Council activity.

The formation of the Building Control Shared Service would enhance the resilience of the service and reduce the level of risk in terms of loss of income. It was proposed that a five year shared service agreement be entered into, with a possible one year extension.

It was noted that 5.2 full time equivalent (FTE) members of staff would transfer to Wokingham Borough Council (lead authority) under the Transfer of Undertakings (Protection of Employment) (TUPE) Regulations 2006.

Councillor Franks proposed acceptance of the report's recommendations.

RESOLVED that the Executive:

- (1) supports the proposed shared Building Control Service with Wokingham Borough Council as lead authority as set out in the report.
- (2) agrees to the discharge of function relating to the building control service by Wokingham Borough Council under the provisions of Section 101 Local Government Act 1972, Section 9EA the Local Government Act 2000 and Local Authorities (Arrangements for the Discharge of Functions) (England) Regulations 2012.
- (3) delegates to the Head of Culture & Environmental Protection authority (in consultation with the Head of Legal Services and Portfolio Member) to conclude negotiations and enter into a triparty shared services agreement with Wokingham Council (as lead Authority) and the Royal Borough Windsor & Maidenhead for the provision of discharge of building control services.

Reason for the decision: Changes in staffing had afforded the opportunity to consider a new model of delivery.

Other options considered: There were a range of options that had been considered including keeping the service in-house, creating a stand alone or mutualised service or sharing with a greater number of authorities.

91. Members' Questions

A full transcription of the public and Member question and answer sessions are available from the following link: [Transcription of Q&As](#).

- (a) **Question to be answered by the Portfolio Holder for Adults, Care and Culture submitted by Councillor Alan Macro**

A question standing in the name of Councillor Alan Macro (asked in his absence by Councillor Lee Dillon) on the subject of the status of the branch library needs assessment was answered by the Portfolio Holder for Adults, Care and Culture.

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(b) Question to be answered by the Portfolio Holder for Communities and Public Protection submitted by Councillor Alan Macro

A question standing in the name of Councillor Alan Macro (asked in his absence by Councillor Lee Dillon) on the subject of improving relationships with parish councils was answered by the Portfolio Holder for Communities and Public Protection.

(c) Question to be answered by the Portfolio Holder for Corporate Services and External Affairs submitted by Councillor Richard Somner

The following questions, pertaining to reports on the agenda, were submitted after the agenda was published:

A question standing in the name of Councillor Richard Somner on the subject of the number of shared service arrangements adopted by the Council was answered by the Portfolio Holder for Corporate Services and External Affairs.

(d) Question to be answered by the Portfolio Holder for Transport and Emergency Planning submitted by Councillor Jeanette Clifford

A question standing in the name of Councillor Jeanette Clifford on the subject of the progress being made with purchasing an extra module for the 'Ticketer' smart ticketing system to allow for live tracking was answered by the Portfolio Holder for Transport and Emergency Planning .

92. Exclusion of Press and Public

RESOLVED that members of the press and public be excluded from the meeting for the under-mentioned item of business on the grounds that it involves the likely disclosure of exempt information as contained in Paragraph 3 of Part 1 of Schedule 12A of the Local Government Act 1972, as amended by the [Local Government \(Access to Information\)\(Variation\) Order 2006](#). [Rule 8.10.4 of the Constitution also refers](#).

93. John O'Gaunt School - Academy Conversion and Retention of Land (Urgent Item)

(Paragraph 3 – information relating to financial/business affairs of particular person)

The Executive considered an exempt report (Agenda Item 10) in relation to Academy conversion for John O'Gaunt School and retention of an identified parcel of land by West Berkshire Council.

RESOLVED that the recommendations in the exempt report be agreed.

Reason for the decision: as detailed in the exempt report.

Other options considered: as detailed in the exempt report.

(The meeting commenced at 5.00pm and closed at 5.24pm)

CHAIRMAN

Date of Signature

Provisional Financial Outturn Report 2015-16

Committee considering report:	Executive
Date of Committee:	30 June 2016
Portfolio Member:	Councillor Anthony Chadley
Date Portfolio Member agreed report:	9 June 2016
Forward Plan Ref:	EX3022

1. Purpose of the Report

- 1.1 To inform Members of the provisional financial outturn of the Council for 2015-16.

2. Recommendations

- 2.1 To ensure that Members are fully aware of the provisional financial outturn of the Council.
- 2.2 To note the budget movements processed in year detailed in Appendix D.

3. Implications

- 3.1 **Financial:**
The provisional year end position of a £115k revenue over spend will result in a reduction of the same value to the Council's General Reserves. It should be noted that these figures are provisional and may change as a result of the closedown and External Audit.
- 3.2 **Policy:** n/a
- 3.3 **Personnel:** n/a
- 3.4 **Legal:** n/a
- 3.5 **Risk Management:** n/a
- 3.6 **Property:** n/a
- 3.7 **Other:** n/a

4. Other options considered

- 4.1 N/a – factual report for information

5. Executive Summary

- 5.1 This report presents the provisional financial outturn for the Council in respect of the 2015-16 financial year, subject to the final result of the closedown and External Audit.
- 5.2 The total revenue expenditure in 2015-16 is £125m with a provisional year end overspend of £115k or 0.09% of net budget which will lead to a reduction in the General Fund. Financial year 2015-16 has been particularly challenging, with a savings programme of £5.9m required to set a balanced budget at the start of the financial year. Of the £5.9m savings programme for 2015/16, £627k (11%) was not achieved in year. The unmet savings were across demand led budgets within Children Services and Education Services. Investment has been built into the 2016-17 budgets to address identified pressures.
- 5.3 Total capital expenditure in 2015-16 was £38.5m, with an under spend of £6.7m against the revised budget of £45.2m. The budget was revised during the course of the year to take account of funds brought forward from 2014-15, additional grant and section 106 funding allocated to schemes during the year and funds re-profiled into 2016-17, and these changes have been explained in the quarterly budget monitoring reports to the Executive. The Capital Strategy Group met on the 24th May to review the capital outturn in detail and recommended that £6.6 million should be carried forward into 2016-17 to enable schemes already underway to be completed and/or to meet future capital commitments with the remaining £100k to be set aside to fund any new pressures on the capital programme. .
- 5.4 The provisional revenue Year End over spend of £115k is primarily the result of an over spend against the Children's Services budget of £1.35million. The over spend has been generated through pressures on demand led budgets in year. The main areas of over spend in year have been the placement budget (£905k), joint arrangements (£628k) and the Child Protection Teams (£346k). £1.3million of one off additional budget has been allocated to the service in year to partially offset service pressures.
- 5.5 The Communities Directorate year end revenue position was an over spend of £832k which is 1.2% against a budget of £70.6m. The over spend is primarily the result of a £1.3m over spend within Children's and Family Services which was the result of high levels of demand across the placement budget, joint arrangements and usage of agency staff. There were over spends within Education of £186k and Prevention & Developing Community Resilience £84k, and under spends within Adult Social Care of £429k and Care Commissioning, Housing & Safeguarding of £359k.
- 5.6 The Environment Directorate year end revenue position is an under spend of £568k, which is 1.7% of the total net budget of £33m with Highways and Transport generating an under spend of £462k, Planning and Countryside £92k and Culture and Environmental Protection £11k. In the last quarter the Environment Directorate responded to the Corporate request to slow down all non essential spending to assist the overall budget position.
- 5.7 The Resources Directorate year end revenue position is an under spend of £149k, which is 1.2% of the total net budget of £12.8m. With the exception of Legal Services (£134k in year overspend), all services across the directorate generated

under spends, the most significant being ICT and Corporate Support (£87k under spend).

6. Conclusion

- 6.1 The Council has managed to achieve a relatively small revenue over spend in what has been a challenging year. This has been achieved through effective management of its finances over the last twelve months against a back drop of continued local and national financial volatility.
- 6.2 Increasing demand across social care budgets during 2015-16 has put the Council's resources under considerable strain. The Year End over spend of £115k is a £510k reduction in the forecast position of £625k over spend at Quarter Three. In response to the Quarter Three forecast across the Council expenditure was deliberately slowed to offset the corporate position. Highways and Transport and Education Services in particular reduced expenditure. Education Services implemented a number of savings strategies inclusive of a recruitment freeze for non essential posts and slowing of expenditure. Highways and Transport generated additional income from car parking and incurred lower than anticipated expenditure on winter maintenance budgets as a result of the mild winter.
- 6.3 The Council has made significant investment into identified pressure points as part of the 2016-17 budget process.

7. Appendices

- 7.1 Appendix A – Financial Outturn 2015-16: Executive Report
- 7.2 Appendix B – Table: Summary Revenue Outturn 2015-16
- 7.3 Appendix C – Table: Summary Capital Outturn 2015-16
- 7.4 Appendix D – Table: Summary Budget Movements in year
- 7.5 Appendix E – Equalities Impact Assessment

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Appendix A

Provisional Financial Outturn Report 2015-16 Executive Report

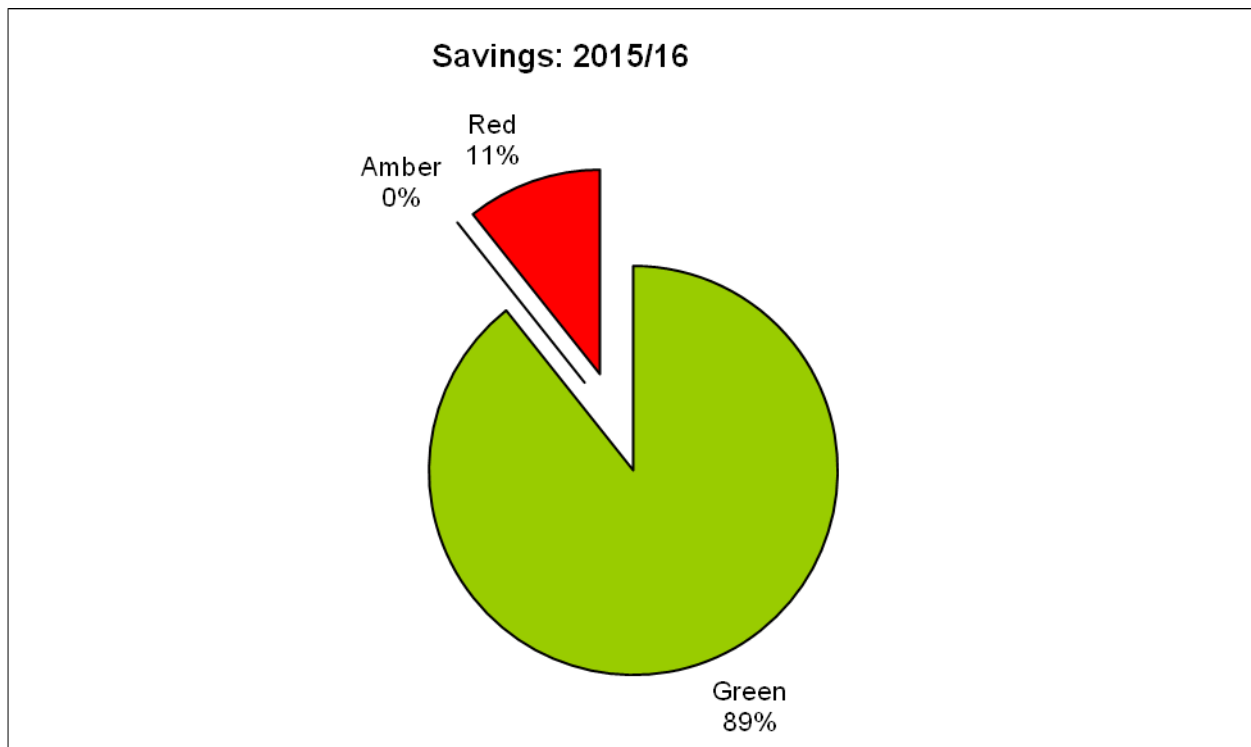
1. Introduction

- 1.1** The financial performance reports provided to Members throughout the financial year are concerned with the under or overspend against the Council's approved budget. This report summarises the provisional financial outturn for the Council in respect of the 2015-16 financial year. It should be noted that these figures are provisional and may change as a result of closedown or External Audit.
- 1.2** The total revenue expenditure in 2015-16 was £125m with a provisional year end over spend of £115k or 0.09% of net budget. This will lead to a reduction in the General Fund of the same amount. The Council has delivered outturns close to its budget requirement over recent years. Historically the Council under spend as a percentage of net budget was 0.44% in 2011-12, 0.5% in 2012-13, 0.37% in 2013-14 and 0.03% in 2014-15.
- 1.3** Financial year 2015-16 has been particularly challenging, with a savings programme of £5.9m required to set a balanced budget at the start of the financial year. This is set against a back drop where over the last six years (including 2015-16), West Berkshire Council has had to find over £37m of revenue savings, which has been achieved through finding efficiencies, staff reductions and transforming services.
- 1.4** The key factors driving the challenging financial environment have been continued reductions in funding from Central Government coupled with minimal increases in Council Tax, which for West Berkshire, has seen no increases in four out of the last six years. Since 2013-14, the Council has been exposed to the volatility of our local business rate generation which represents both an opportunity to benefit from growth, but also a risk. Since the introduction of local business rate retention, growth has stagnated and a number of large appeals have reduced the Council's income.
- 1.5** To compound the funding issues above the Council has experienced significant demand led pressure on its social care budgets in 2015-16. The eligibility criteria for adults accessing social care services has been reduced from critical to the national substantial criteria as a result of the implementation of The Care Act. The Council has incurred a £3m shortfall in funding relating to the change, the New Ways of Working Programme has been implemented in response to the increased pressures is a significant strand of the Communities Directorate savings proposals for future years. Children's social care has seen increasing demand from children accessing support from the placement budget and the national shortage in skilled child protection social workers has resulted in escalating agency usage costs. Education Services has seen increasing demand for support services for children with disabilities and special educational needs Home to School Transport requirements.
- 1.6** The size of the Capital Programme is determined by the amount which the Council can afford to borrow together with other sources of capital funding including capital receipts, government grants and developers' contributions. Total capital expenditure in 2015-16 was £38.5m of which £12.5m was funded by new long term borrowing. This represented an under spend of £6.7m against the revised budget of £45.2m. The budget was revised during the course of the year to take account of funds brought forward from 2014-15, additional grant and section 106 funding allocated to schemes during the year and funds re-profiled into 2016-17. These changes have been explained in the quarterly budget monitoring reports to the Executive. The Capital Strategy Group met on the 24th May to review the capital outturn in detail and

recommended that £6.6 million should be carried forward into 2016-17 to enable schemes already underway to be completed and/or to meet future capital commitments with the remaining £100k to be set aside to fund any new pressures on the capital programme.

2. Background to the 2015/16 Budget

- 2.1 In order to meet the funding available, the 2015-16 budget was built with a savings programme of £5.9m. £627k of the 2015-16 savings programme was not met which equates to 11% of the total savings programme. The unmet savings comprised of £381k in Children's Services relating to children's placements and allowances, usage of joint arrangements and agency costs, and £246k in Education Services relating to Special Educational Home to Transport provision and Education Welfare income. Additional investment has been allocated against the pressure areas in Children's Services and Education Services as part of the 2016-17 budget build process to mitigate ongoing pressures.



3. Changes to the Budget 2015-16

- 3.1 During the year budget changes may be approved for a number of reasons. Budget increases will be seen when budgets are brought forwards from the previous year as a result of requests that are approved at year end, after the original budget has been set in early March. Budget decreases will be seen when budgets are carried forward into the following year. These budget changes are submitted to the Finance and Governance Group (FAGG) and must meet certain criteria to be approved. Other reasons for budget changes include drawing from reserves to support specific projects or to cover risks that have arisen and have previously been provided for.
- 3.2 Budget amendments are reported to the Executive on a quarterly basis and the full year summary is included in the table in Appendix D.

4. Review of 2015-16 Provisional Year End Revenue Outturn

The provisional year end revenue position for 2015-16 is an over spend of £115k. The figures included within this report are all provisional until the production of the Council's financial

statements. However, there has been very little movement in recent years between the outturn figure reported in this report and the final adjustments to the Council's General Reserve.

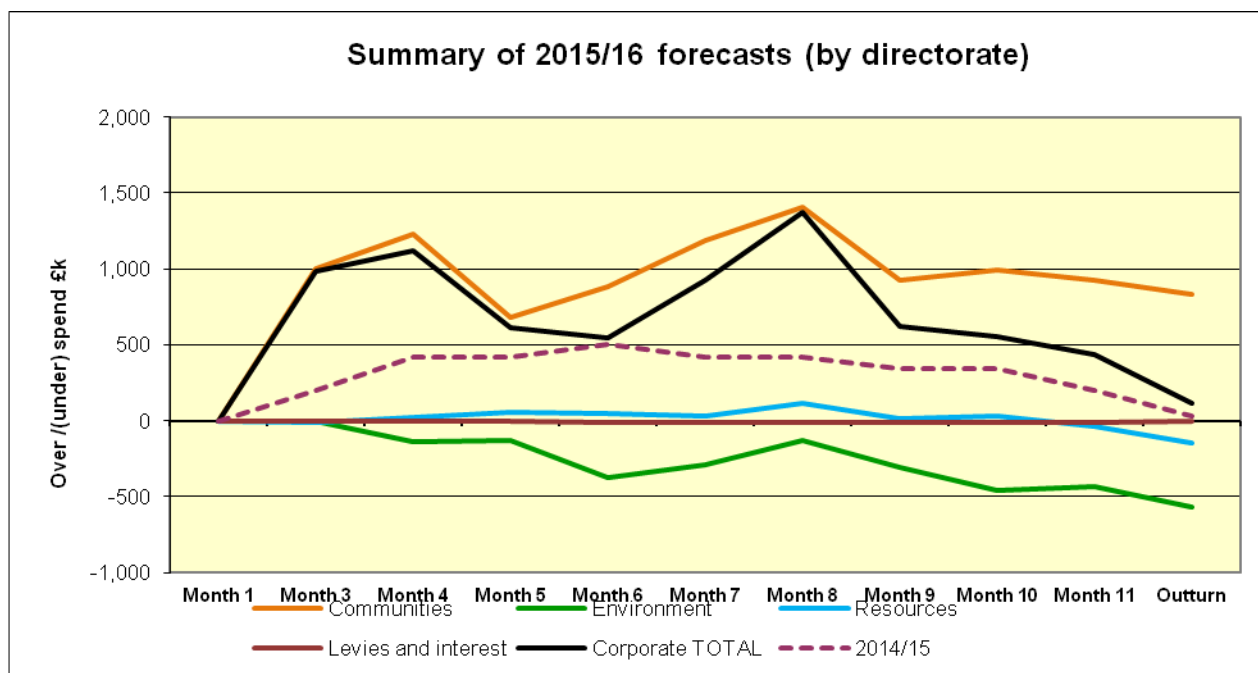
4.1 The following table details quarterly financial reporting on a service basis.

Service	Current Net Budget	Annual Net Expenditure	Forecast (under)/over spend				Change from last Quarter
			Quarter One	Quarter Two	Quarter Three	YEAR END	
			£000	£000	£000	£000	
DSG	(721)	(721)	0	0	0	0	0
Corporate Director - Communities	275	276	0	0	0	1	1
Adult Social Care	37,794	37,365	(877)	0	(418)	(429)	(11)
Care Commissioning, Housing & Safeguarding	5,813	5,454	(63)	(100)	(435)	(359)	76
Children's Services	15,108	16,457	1,945	684	1,308	1,349	40
Education	10,944	11,130	0	250	389	186	(203)
Adult Social Care Change Programme	1,050	1,050	0	0	0	0	0
Prevention and Developing Community Resilience	369	453	0	49	82	84	2
Communities	70,631	71,463	1,004	882	926	832	(94)
Corporate Director	164	161	0	0	0	(3)	(3)
Highways & Transport	7,648	7,186	(66)	(197)	(196)	(462)	(266)
Planning & Countryside	3,708	3,616	0	(254)	(166)	(92)	74
Culture & Environmental Protection	21,490	21,479	59	78	57	(11)	(68)
Environment	33,010	32,442	(7)	(373)	(305)	(568)	(263)
Chief Executive	514	489	0	(15)	(22)	(25)	(3)
Customer Services	2,028	1,954	0	11	(44)	(74)	(30)
Finance	1,931	1,925	0	9	0	(6)	(6)
Human Resources	1,168	1,157	16	22	48	(11)	(59)
Information Technology	2,755	2,668	(12)	(19)	(59)	(87)	(28)
Legal	980	1,114	0	70	115	134	19
Public Health	(88)	(88)	0	0	0	0	0
Strategic Support	3,590	3,510	(14)	(29)	(25)	(80)	(55)
Resources	12,878	12,729	(10)	49	13	(149)	(162)
Movement through Reserves	(207)	(207)	0	0	0	0	0
Capital Financing & Management	8,619	8,619	0	(9)	(10)	0	10
Levies and Interest	8,412	8,412	0	(9)	(10)	0	10
Total	124,931	125,046	987	549	625	115	(510)

NB. Rounding differences may apply to nearest £k

4.2 The Year End over spend of £115k is a £510k reduction in the forecast position of £625k over spend at Quarter Three. In response to the Quarter Three forecast across the Council expenditure was deliberately slowed to offset the corporate position. Highways and Transport and Education Services in particular reduced expenditure. Education Services implemented a number of savings strategies inclusive of a recruitment freeze for non essential posts and slowing of expenditure. Highways and Transport generated additional income from car parking and incurred lower than anticipated expenditure on winter maintenance budgets as a result of the mild winter.

- 4.3 The following graph details the forecasting trend during 2015-16 together with a corporate total and comparison to 2014-15.



5. Review of Directorate Year End Positions

5.1 Communities Directorate:

Communities	Net Budget £000	Forecast (under)/over spend				Change from last Quarter £000
		Quarter One £000	Quarter Two £000	Quarter Three £000	Year End £000	
DSG	(721)	0	0	0	0	0
Corporate Director	275	0	0	0	1	1
Adult Social Care	37,794	(877)	0	(418)	(429)	(11)
Care Commissioning, Housing & Safeguarding	5,813	(63)	(100)	(435)	(359)	76
Children's Services	15,108	1,945	684	1,308	1,349	40
Education	10,944	0	250	389	186	(203)
Adult Social Care Change Programme	1,050	0	0	0	0	0
Prevention and Developing Community Resilience	369	0	49	82	84	2
Total	70,631	1,004	882	926	832	(94)

- 5.2 The Communities Directorate Year End position for 2015-16 is an over spend of £832k which equates to 1.2% of the net directorate budget. This represents a decrease of £94k compared to the forecast year end overspend of £926k at Quarter Three.

5.3 Corporate Director

The Corporate Director's Year End position is online as was forecast at Quarter Three.

5.4 Adult Social Care

The Adult Social Care Service Year End position is an under spend of £429k, which is a £11k change from the forecast position at Quarter Three of a £418k under spend. The overall under spend and change between the Year End and Quarter Three is due to the downward pressure on the commissioning budgets attributed to the New Ways of Working in the service.

5.5 Care Commissioning, Housing and Safeguarding

The Care Commissioning, Housing and Safeguarding Service Year End position is an under spend of £359k, which is a £76k reduction in the under spend forecast at Quarter Three. The under spend has been generated through utilising previously ringfenced grants (unutilised Communities Grant £143k). Transferring clients funded from the supporting people budgets into Adult Social Care that meet eligibility criteria as part of the long term decommissioning of supporting people services (£70k) and lower levels of applicants meeting the essential eligibility criteria for Discretionary Housing Payments (£176k).

The change in position between the Year End and Quarter Three is primarily the result £36k of increase in Supporting People costs and a £29k increase in temporary accommodation costs. Increased temporary accommodation costs are as a result of lower levels of income than anticipated through increased vacancy rates.

5.6 Children's Services

Children's Services Year End position is an over spend of £1.35million, which is a £40k increase in the over spend of £1.3million forecast at Quarter Three. The over spend has been generated through pressures on demand led budgets in year. The main areas of over spend in year have been the placement budget, joint arrangements and the Child Protection Teams. £1.3million of one off additional budget has been allocated to the service in year to partially offset service pressures.

The placement budget which funds both placements and allowances ended the year with an over spend of £905k. The overspend was generated through increasing numbers of children accessing care. At the start of 2015-16, 282 children were in receipt of care funded from the placement budget; at the end of the financial year 295 children were funded from the placement budget.

In respect of joint arrangements at the end of the financial year Childcare Lawyers generated an over spend of £572k and the Emergency Duty Team £56k. Both joint arrangements are demand led and have seen higher than anticipated levels of demand throughout 2015-16. In respect of Childcare Lawyers, in financial year 2014-15 there was a change in legislation that required all cases to be resolved within a 26 week timeline. As a result of the change the number of cases processed dramatically increased in 2014-15 which has continued into the first quarter of 2015-16. Furthermore, the number of cases deemed complex which were processed in 2015-16 were higher than anticipated (13 cases), which increased the requirement for specialised support.

The over spend within the three main Child Protection Teams (Contact, Advice and Assessment Service, West and East Locality Teams), is a direct result of agency usage caused by the national shortage of Social Workers and difficulties in recruiting permanent members of staff. The two locality teams (East £189k overspend, West £226k overspend) employed additional agency workers in excess of the agreed establishment to provide support for current case load levels. The collective overspend across the two teams of £415k has been reduced by a £69k under spend on the Contact, Advice and Assessment Service budget. The Contact, Advice and Assessment Service benefited from additional one off in year funding from reserves as part of the service response to the recent Ofsted judgement.

The change in position between the Year End and Quarter Three is primarily the result of increased financial pressure on the additional placement budget (£64k increase from Quarter Three to £141k over spend at year end), which funds one off purchases such as vaccinations and travel to contact sessions. Further information was received from the host authority for the Childcare Lawyers joint arrangement resulting in an increase in financial pressure (£127k increase from Quarter Three to a £572k over spend at year end).

The £191k increase across Childcare Lawyers and additional placement costs was partially offset via a decrease in the over spend forecast for the placement budget (£57k). The agency pressure across the three main child protection teams (Contact, Advice and Assessment Service and the East and West Locality Teams) reduced (£24k). In response to increased financial pressures. Expenditure across non essential supplies and services budgets was deliberately slowed in the final quarter generating a reduction of £70k.

5.7 Education

The Education Service Year End position is an over spend of £186k which is a £203k decrease from the £389k over spend forecast at Quarter Three. The over spend position has been generated through in year pressures on the Special Educational Needs Home to School Transport Budgets (£275k over spend), and the Disabled Children's residential care and community support budgets (£206k overspend). The pressures have been partially offset by the implementation of service wide strategies to reduce none essential expenditure and where possible hold posts vacant.

The change in position is the result of a reduction in expenditure against Special Educational Needs Home to School Transport (£34k). The local Clinical Commissioning Group (CCG) reimbursed costs paid from the Council's Child and Adolescent Mental Health Service (CAMHs) budget (£22k). Increased income was generated within Children's Centres (£16k) and Educational Welfare Services (£6k).

Extra salary savings through vacancies were achieved across the service (£16k). Expenditure across non essential supplies and services budgets including planned maintenance was deliberately slowed to offset pressures within the service generating a reduction of £109k between Quarter Three and the year end.

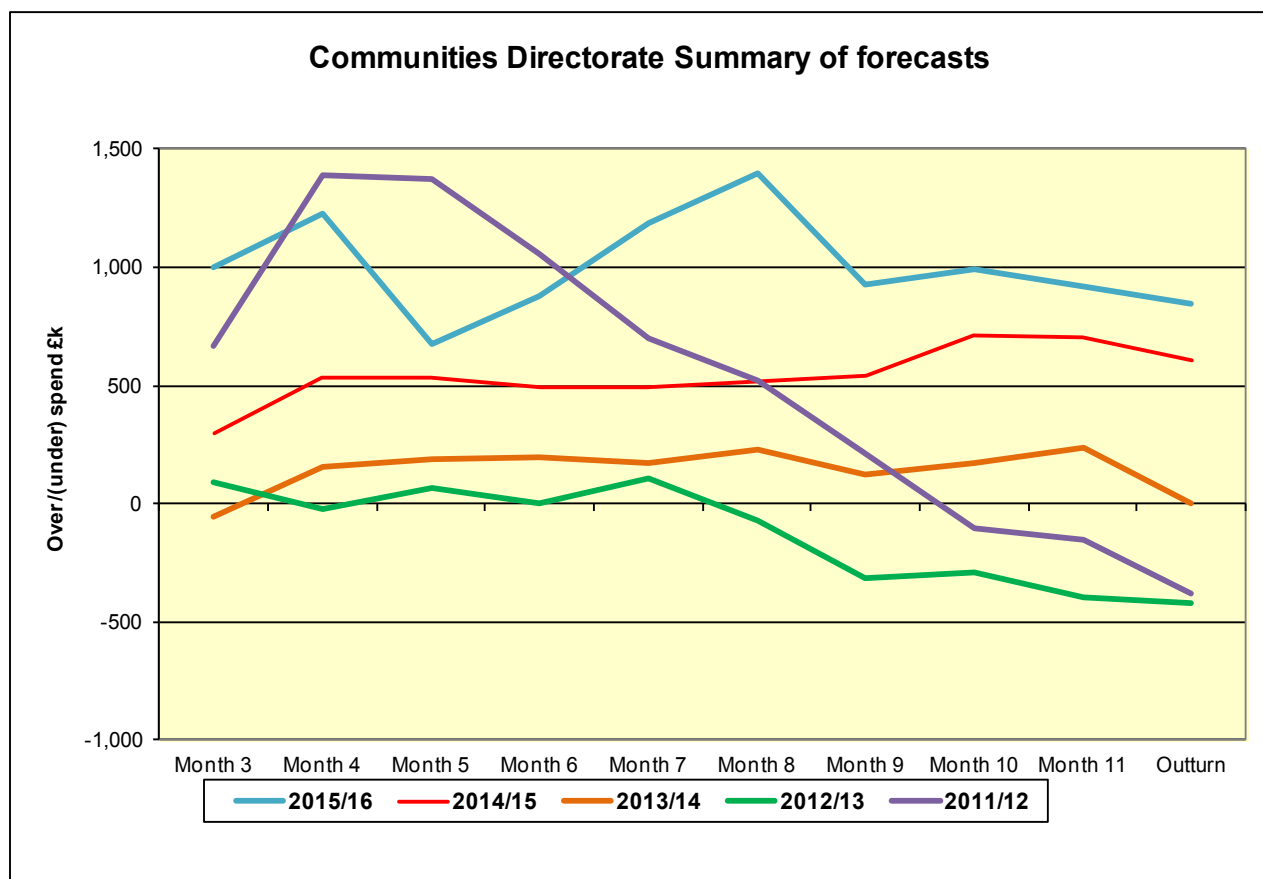
5.8 Adult Social Care Change Programme

The Adult Social Care Change Programme Year End position is on line, which is unchanged from the Quarter Three forecast.

5.9 Prevention and Developing Community Resilience

The Prevention and Developing Community Resilience Service's Year End position is an over spend of £84k, which is a £2k increase from their forecast position at Quarter Three of £82k. The pressure has occurred within the Quality Assurance and Safeguarding Service (QAAS) as a result of starting the financial year with 70% Agency workforce and an increased numbers of Child Protection Conferences resulting from an increased volume of referrals to Children Services following the post Ofsted Improvement Plan.

5.10 The following graph shows the past four years forecasting trends and outturn for the Communities Directorate.



5.11 Environment Directorate:

Environment	Net Budget £000	Forecast (under)/over spend				Change from last Quarter £000
		Quarter One £000	Quarter Two £000	Quarter Three £000	Year End £000	
Corporate Director	164	0	0	0	(3)	(3)
Highways & Transport	7,648	(66)	(197)	(196)	(462)	(266)
Planning & Countryside	3,708	0	(254)	(166)	(92)	74
Culture & Environmental Protection	21,490	59	78	57	(11)	(68)
Total	33,010	(7)	(373)	(305)	(568)	(263)

5.12 The revenue under spend for the Environment Directorate as a whole is £568k which equates to 1.7% of the net budget and is a reduction of £263k from Quarter Three. In the last quarter the Environment Directorate responded to the Corporate request to slow down all non essential spending to assist the overall budget position.

5.13 Highways and Transport

The Highways and Transport Service outturn is an under spend of £462k. There have been in year pressures within the Service due to consultancy costs associated with the Sandford Development and the Newbury Transport Interchange. These have been managed by a continued increase in parking income and a saving in the winter service and emergency costs due to the mild weather.

Income from car parking continued to perform well in the last quarter and a reduced cost for emergencies and the winter service operation increased the Year End position from a forecast of £196k under spend at Quarter Three to a £462k under spend.

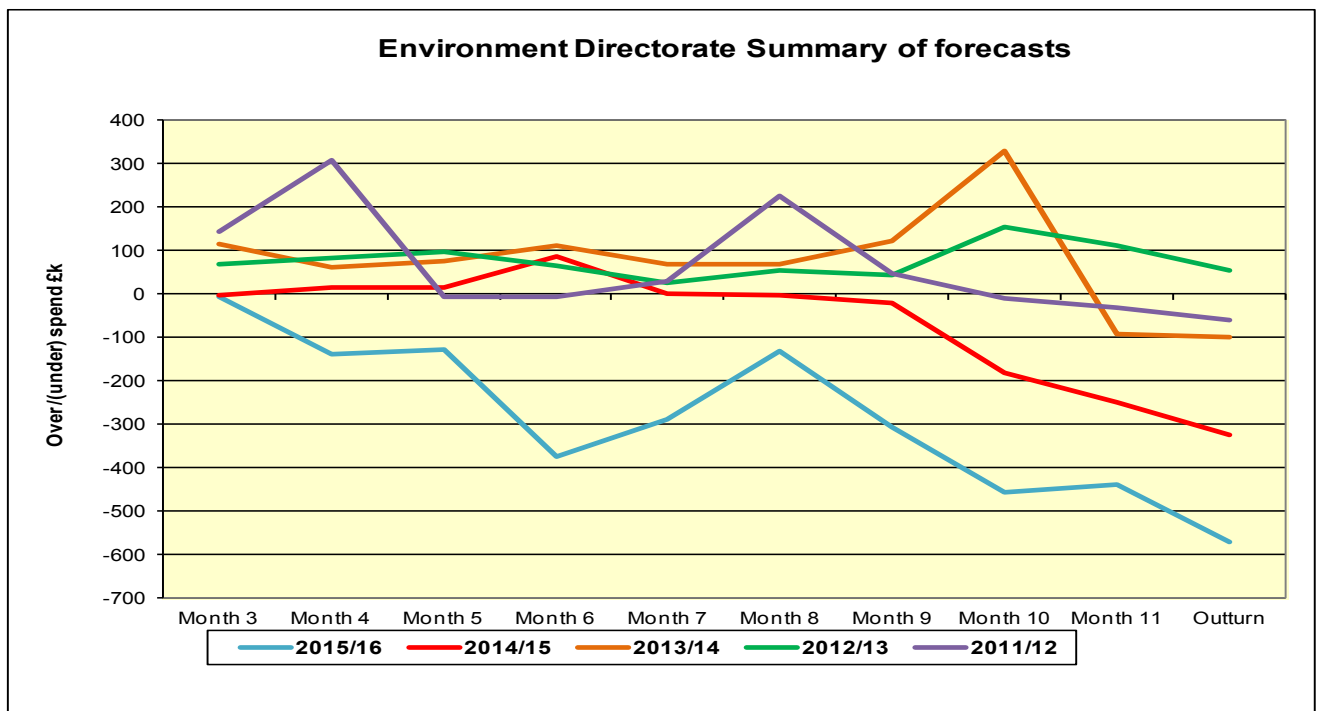
5.14 Planning and Countryside

The Planning and Countryside Service finished the year with an under spend of £92k. During the year income from development control has continued to increase, which has helped the Service manage pressures arising from tree safety work and the loss of contributions from Newbury Town Council towards the Public Conveniences. The main reason for the reduction from Quarter Three relates to court costs which have been awarded against the Council in respect of the Faraday Plaza development and Firlands Farm planning inquiries

5.15 Culture and Environmental Protection

The Culture and Environmental Protection outturn position is an under spend of £11k. Pressures from reduced income in the Activity Team West Berkshire were mitigated by a saving in the waste due to a reduction in landfill volumes and an increase in income at Shaw House.

5.16 The following graph shows the past four years forecasting trends and outturn for the Environment Directorate.



5.17 Resources Directorate:

Resources	Net Budget	Forecast (under)/over spend				Change from last Quarter
		Quarter One	Quarter Two	Quarter Three	Year End	
	£000	£000	£000	£000	£000	£000
Chief Executive	514	0	(15)	(22)	(25)	(3)
Customer Services	2,028	0	11	(44)	(74)	(30)
Finance	1,931	0	9	0	(6)	(6)
Human Resources	1,168	16	22	48	(11)	(59)
ICT and Corporate	2,755	(12)	(19)	(59)	(87)	(28)
Legal	980	0	70	115	134	19
Public Health	(88)	0	0	0	0	0
Strategic Support	3,590	(14)	(29)	(25)	(80)	(55)
Total	12,878	(10)	49	13	(149)	(162)

5.18 The Resources Directorate as a whole is showing a £149k under spend against a budget of £12.88 million net. This is a reduction of £162k from the reported over spend of £13k in Quarter Three. The main changes from Quarter Three were due to some additional funding from Public Health for training and vaccinations; delayed recruitment within Customer Services and a deliberate slowing down of non essential expenditure in response to the corporate forecast over spend.

5.19 Chief Executive

The Chief Executive's budget had a £25k under spend due to some salary savings and the release of some small unspent budgets

5.20 Customer Services

The main areas of under spend relate to delayed recruitment because of the recruitment freeze within the Contact Centre together with some savings in pension costs and legal cost recovery. The change of £30k from the Quarter Three forecast is due to the delays in recruitment.

5.21 Finance

In year pressures due to credit card charges and additional training costs have been managed within the Service via increased property rental and salary savings in order to bring the Service outturn in at a £6k under spend.

5.22 Human Resources

The HR Service had a year end under spend of £11k mainly as a result of some savings within the Supplies and Services budgets. There was a reduction of £59k from the Quarter Three forecast of £48k over spend as a result of funding from Public Health of £25k for training and vaccinations, together with delays to training programmes and some additional income within the last quarter of the year.

5.23 ICT and Corporate Support

The ICT Service has an under spend of £87k from a forecast under spend position of £59k in Quarter Three. The main changes were due to a staffing restructure and recruitment delays together with some cost waivers due to supplier problems.

5.24 Legal

Legal Services outturn is an over spend of £134k. Pressures arose due to reduced income opportunities and increased costs within the disbursements budget as a result of some high profile legal cases and Judicial Reviews. This over spend is an increase of £19k from Quarter Three. This is as a result of additional costs for planning inquiries which have been finalised in the last three months.

5.25 Public Health

Public Health has made savings to accommodate the in year cut to their grant of £355k. The net budget shown above represents an £80k contribution towards services which support the Public Health function, a net draw down from the Public Health Reserve of £38k together with a contribution of £45k for a Capital Project.

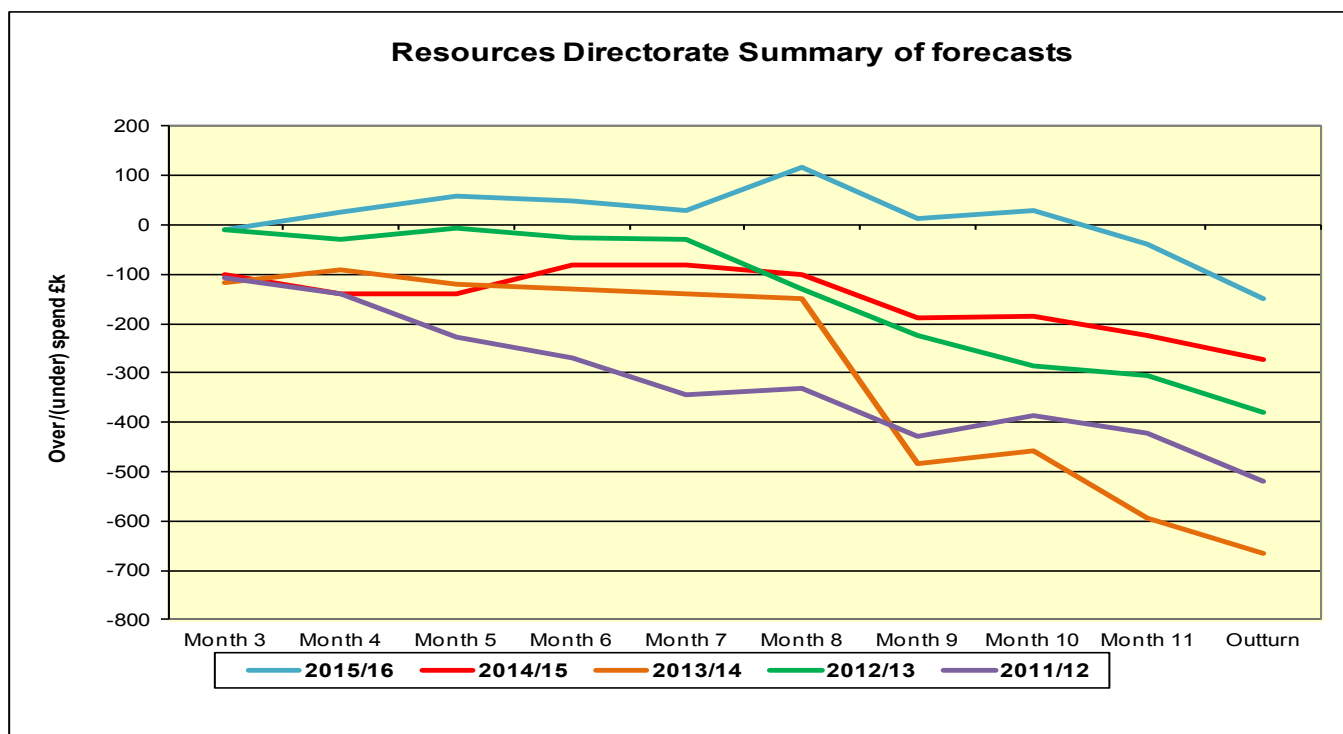
The final amount transferred to the Public Health Reserve in accordance with the conditions of the grant determination was £272k.

This under spend was mainly the result of an additional grant for the Health Premium Incentive Scheme; delayed start to several projects; a lower cost for substance misuse initiatives; and a lower outturn on the smoking cessation programme

5.26 Strategic Support

Strategic Support outturn is an under spend of £80k which is a change of £55k from Quarter Three. Savings have been made in IT through a reduction in software packages, reductions in contributions to local voluntary agencies, lower costs of the Individual Electoral Reform changes, together with a deliberate slowing down of expenditure within the last quarter in line with Corporate guidance.

5.27 The following graph shows the past four years forecasting trends and outturn for the Resources Directorate.



5.28 Levies and Interest:

Levies and Interest	Net Budget	Forecast (under)/over spend				Change from last Quarter
		Quarter One	Quarter Two	Quarter Three	Year End	
	£000	£000	£000	£000	£000	£000
Movement through Reserves	(207)	0	0	0	0	0
Capital Financing & Management	8,619	0	(9)	(10)	0	10
Total	8,412	0	(9)	(10)	0	10

5.29 The Levies and Interest year end position is on line.

6. Review of 2015-16 Capital Provisional Outturn

Directorate	Original Budget	Revised Budget	Total Expenditure	Variance from Revised Budget	
	£000	£		£	%
Communities	18,534	21,281	19,383	(1,898)	8.9%
Environment	10,820	19,035	16,225	(2,810)	14.8%
Resources	1,505	4,903	2,919	(1,984)	40.5%
Totals	30,859	45,219	38,527	(6,692)	

6.1 Total capital expenditure in 2015-16 was £38.5m. This represents an under spend of £6.7m, against the revised budget of £45.2m and is detailed at Appendix C. The budget was revised during the course of the year to take account of funds brought forward from 2014-15, additional grant and section 106 funding allocated to schemes during the year and funds re-profiled into 2016-17, and these changes have been explained in the quarterly budget monitoring reports to the Executive. The Capital Strategy Group met on the 24th May to review the capital outturn in detail and recommended that £6.6 million should be carried forward into 2016-17 to enable schemes already underway to be completed and/or to meet future capital commitments with the remaining £100k to be set aside to fund any new pressures on the capital programme. Changes from the original to revised budget, reasons for under spending in each directorate and the amounts to be carried forward or set aside are explained in more detail below.

6.2 Communities Directorate

6.3 The Communities Directorate total capital expenditure in 2015-16 was £19.3m, an under spend of 8.9% against the revised budget of £21.3m

6.4 Adult Social Care

The difference from original to revised budget consists of £230k bought forward from 2014-15; £368k grant funds for Telecare equipment, the redevelopment of Chestnut Walk and supported living and self referral and assessment have been reprofiled to 2016-17; and £500k added to the budget to fund occupational health equipment previously funded from revenue in order to generate revenue saving. The under spend against the revised budget mainly consists of:

- (a) £30k on the prepayment card system because the system selected did not require capital spend in 2015-16; however it is proposed to carry forward this amount to due to 2016-17 to buy IT equipment and the software to carry out financial assessments remotely;

- (b) £110k on Aids and Adaptations because demand was lower than expected in 2015/16, but this amount is expected to be spent in 2016/17;
- (c) £174k for new equipment and ICT for implementation of the Care Act, because phase 2 of the Care Act was delayed by central government.

All the above amounts were funded from ring-fenced Adult Social Care capital grant. CSG recommended that the full amount should be carried forward to 2016/17.

6.5 Care Commissioning, Housing and Safeguarding

The difference from original to revised budget consists of £1.1m brought forward from 2014-15 and £1.3m additional Section 106 added for the purchase of former shared ownership properties for use as temporary accommodation and for the Council's contribution to Redwood House. The budget for Disabled Facilities Grants (DSG) was under spent by £875k of which £466k consists of grants allocated for which bills have not yet been submitted. CSG agreed to carry forward the remainder of this sum to 2016-17 to contribute to meet future DSG commitments and to contribute to the cost of the redevelopment of the Four Houses Corner gypsy and travellers' site. In addition £165k on the replacement for the RAISE system as invoicing for the new system has been slower than expected – CSG also agreed for this sum to be carried forward. The remainder of the under spend mainly consisted of £74k on Home Repair Assistance grants due to delays in processing grants which are now being addressed by bringing administration in house. However the Housing Service did not expect the unspent funds for 2015/16 to be spent on grants in addition to the new year budget of £50k, so CSG agreed for this sum to be set aside to fund emerging pressures on the 2016/17 capital programme.

6.6 Children's Services

The difference from original to revised budget was due to a £28k Corporate Allocation to fund a new system to provide complete, up to date and centralised information policies and procedures to all staff. Half of the budget for this system was spent in 2015-16 and the implementation is expected to be completed in 2016-17. CSG therefore agreed for the remainder of this budget to be carried forward. There was no expenditure against the £22k budget for building works to foster carers' homes because no adaptation requests to secure permanency arrangements for Looked After Children were requested this year and we were able to improve our permanency arrangements without this being required. CSG agreed for this sum to be set aside to fund pressures on the 2016/17 capital programme.

6.7 Education Services (Excluding Corporate Property)

The difference from original to revised budget consists of £768k bought forward from 2014-15 and £2.1m which was re-profiled to 2016-17. The reprofiled amount consisted mainly of the Spurcroft and Willows schemes which were both delayed because a key subcontractor employed on both schemes went into receivership. The overall under spend against the revised budget is £44k which consists of minor under spends across the whole programme, of no more than £11k per scheme. CSG recommended that the full under spend should be carried forward to 2016/17.

6.8 The Corporate Property programme (included in Education Services)

The under spend of £228k was mainly due to an under spend on Fire Risk remedial works because a manufacturer of doors supplying two major projects went into administration. CSG agreed that that this amount should be carried forward to 2016/17 to enable the completion of these schemes.

6.9 Environment Directorate

6.10 The Environment Directorate's total capital expenditure in 2015-16 was £16.2m, an under spend of 14.8% against the revised budget of £19.0m.

6.11 Highways & Transport

The difference from original to revised budget consists of £763k re-profiled from 2014-15; the addition of £6.5m for the replacement of street lights with LEDs and improvements to the A339 corridor, of which £5.5m is funded from DfT grant and the remainder from revenue savings from the more energy efficient street lights; and £2.1m which was re-profiled to 2016-17 mainly relating to access improvements to the London Road Industrial Estate. The under spend against the revised budget consists of:

- (a) £93k on land drainage due to invoices not being paid before the end of the financial year. All works were completed by the end of March; however this did not leave enough time to measure, process invoices and make payment before the end of the financial year.
- (b) £280k on widening of the Boundary road bridge due to delays in Network Rail's Bridge replacement project as part of the electrification programme.
- (c) £190k for upgrading parking equipment due to protracted contract negotiations.
- (d) £806k on improvements to the A339 corridor, due to the postponement of the Thornford Road Roundabout works as it clashed with a number of other Highway projects in the area.
- (e) The A339/LRIE Project started a month later than anticipated. This funding has now been spent and £80k for carriageway treatment due to insufficient time to measure and process invoices on works completed in March before the end of the financial year.

The majority of Highways capital spend was funded from Department of Transport Grant and developers contributions. CSG agreed for the full amount of the under spend to be carried forward to 2016/17 to meet outstanding commitments.

6.12 Planning and Countryside

The difference from original to revised budget consists of £153k brought forward from 2014-15 and £249k Section 1016 allocated to open space improvements. The under spend against the revised budget mainly consists of £93k on Newbury open spaces and £33K on improvements to the Hunter's Hill play area. These schemes are both funded from Section 106 and are already committed. CSG agreed for the full amount of the under spend to be carried forward to 2016/17 to meet outstanding commitments.

6.13 Culture and Environmental Protection

The difference from original to revised budget consists of £631k brought forward from 2014-15 and £167k transferred to the highways budget for the resurfacing of the Shaw House car park. Under spending against the revised budget consists of £335k on the Waste Site which needs to be carried forward to 2016-17 to allow for Part 1 highways claims and for the possible future development Padworth site (subject to negotiations with Veolia); £151k on Carbon management which is planned to be carried forward for future investment in energy saving schemes; £207k for maintenance of Shaw House which is planned to be spent on restoration of the historic boundary wall in 2016-17; and £61k earmarked for structural repairs to libraries which were put on hold pending decisions about the revenue budget for libraries. CSG

agreed for the full amount of the under spend to be carried forward to 2016/17 to meet future commitments.

6.14 Resources Directorate

6.15 The Resources Directorate total capital expenditure in 2015-16 was £2.9m, an under spend of 40.5% against the revised budget of £4.9m.

6.16 Chief Executive

There were no changes between the Chief Executive's original and revised budget. The budget for the Visions was under spent by £8k.

6.17 Finance Service

The difference from original to revised budget for the Finance Service consists of £207k reprofiled from 2014-15 and £32k allocated from the Corporate Contingency to Children's and Legal Services. The under spend against the revised budget mainly consists of a £134k under spend on the Members bids budget of which £77k has been allocated to projects but not yet spent. CSG agreed for the full amount of the under spend to be carried forward including the remaining £57k unallocated funds for members bids which will be added to the £80k budget for 2016-17 to be allocated in the next round.

6.18 ICT

In ICT the difference from original to revised budget consists of £334k re-profiled from 2014-15. The budget for Superfast Broadband was also increased by £2,733k to include external funding for the project from government grant and contributions from the other Berkshire Local Authorities, West Berkshire Parishes and the Local Enterprise Partnership (LEP), less £111,000 of West Berkshire's contribution which was reprofiled to 2016-17, to help meet the cost of phase 2 of the project. The under spend against the revised budget mostly consists of a £1.5m under spend on the superfast broadband project. This was because phase 1 of the project has been completed with a lower than expected contribution required from the public sector partners. This sum, which consists entirely of government grant and contributions from other local authorities, will be set aside to fund later stages of the overall project. In addition the corporate core switches scheme was under spent by £62k and the VPN firewall replacements were under spent by £65k because we were able to extend the life of these assets by an additional year. CSG agreed for the full amount of the underspend to be carried forward for these purposes.

6.19 Public Health

In the Public Health Service the difference from original to revised budget consists of £85k from S106 and revenue funding which was allocated to fund the Victoria Park splash pad. This budget was fully spent so there was no variance from the revised budget.

6.20 Legal Services

A revised budget of £4,900 was created for Legal Services to update the IKEN system by transferring this amount from the Corporate Contingency in Finance. The majority of this budget was spent in 2015-16 and CSG agreed for the remainder to be carried forward to complete the project.

6.21 Strategic Support

In Strategic Support the difference from original to revised budget consists of £30k brought forward from 2014-15; £16k Local Area Agreement reward grant transferred to Greenham

Common Trust to support community based projects; and £7k government grant allocated for new equipment for local elections. The service budget was under spent by £21k on Parish Planning.

6.22 Customer Services

There was no original budget for Customer Services. However £34k was spent in 2015-16 on feasibility for the replacement HR/Payroll system. CSG agreed for this over spend will need to be carried forward to 2016-17 and funding found from within the 2016-17 budget for the continuation of this project.

7. Options for Consideration

7.1 N/a – factual report for information

8. Proposals

8.1 N/a – factual report for information

9. Conclusion

- 9.1 The Council set a balanced budget for 2015-16 based on a savings programme of £5.9m. £5.2m of savings were delivered within the financial year. Against a back drop of continued local and national financial volatility, the Council has managed to achieve a relatively small revenue overspend of £115k in what has been a challenging year. This has been achieved through effective management of its finances over the last twelve months.
- 9.2 Increasing demand across social care budgets during 2015-16 has put the Council's resources under considerable strain. At Quarter Three the forecast Year End position for the Council was an overspend of £625k, but via a deliberate slowing of non-essential expenditure across services, the corporate position was reduce to a Year End provisional overspend of £115k.
- 9.3 The Council has made significant investment into identified pressure points as part of the 2016-17 budget setting process.

Subject to Call-In:

Yes: No:

- The item is due to be referred to Council for final approval
- Delays in implementation could have serious financial implications for the Council
- Delays in implementation could compromise the Council's position
- Considered or reviewed by Overview and Scrutiny Management Commission or associated Task Groups within preceding six months
- Item is Urgent Key Decision
- Report is to note only

Strategic Aims and Priorities Supported:

The proposals will help achieve the following Council Strategy aim:

MEC – Become an even more effective Council

The proposals contained in this report will help to achieve the following Council Strategy priority:

MEC1 – Become an even more effective Council

Officer details:

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Consolidated outturn report 2015/2016

	Budget			Gross Performance						Net Outturn		
	Original Budget 01/04/2015 £	Budget Amendments 2015/16 £	Revised Budget 31/03/2016 £	Expenditure			Income			Net Budget 2015/16 £	Net Outturn 2015/16 £	Net Variance 2015/16 £
				Expenditure Budget for 2015/16 £	Actual Expenditure 2015/16 £	Expenditure Variance for 2015/16 £	Income Budget for 2015/16 £	Actual Income for 2015/16 £	Income Variance for 2015/16 £			
Education (DSG Funded)	-720,891	0	-720,891	95,413,989	98,541,913	3,127,924	-96,134,880	-99,262,803	-3,127,923	-720,891	-720,890	1
Corporate Director - Communities	275,000	0	275,000	275,000	331,197	56,197	0	-54,900	-54,900	275,000	276,297	1,297
Adult Social Care	39,992,838	-2,199,140	37,793,698	48,434,258	47,257,899	-1,176,359	-10,640,560	-9,893,071	747,488	37,793,698	37,364,828	-428,870
Care Commissioning, Housing & Safeguarding	5,261,659	551,210	5,812,869	9,724,699	13,645,843	3,921,144	-3,911,830	-8,192,130	-4,280,300	5,812,869	5,453,713	-359,156
Childrens Services	13,425,398	1,683,010	15,108,408	15,807,808	17,375,383	1,567,575	-699,400	-918,201	-218,802	15,108,408	16,457,182	1,348,774
Education	10,595,347	348,780	10,944,127	14,037,826	13,757,519	-280,307	-3,093,700	-2,627,599	466,101	10,944,127	11,129,920	185,794
ASC Efficiency Programme	1,160,850	-111,200	1,049,650	1,049,650	1,302,184	252,534	0	-252,584	-252,584	1,049,650	1,049,600	-50
Prevention and Developing Community Resilience	449,330	-80,730	368,600	545,930	753,185	207,255	-177,330	-300,604	-123,274	368,600	452,581	83,981
Communities	70,439,531	191,930	70,631,461	185,289,160	192,965,124	7,675,964	-114,657,699	-121,501,893	-6,844,195	70,631,461	71,463,231	831,770
Corporate Director - Environment	166,750	-2,500	164,250	164,250	161,346	-2,903	0	0	0	164,250	161,346	-2,903
Highways & Transport	7,623,299	25,100	7,648,399	12,461,479	12,737,823	276,345	-4,813,080	-5,550,989	-737,909	7,648,399	7,186,834	-461,565
Planning & Countryside	3,761,289	-53,370	3,707,919	5,263,259	5,525,205	261,947	-1,555,340	-1,909,326	-353,986	3,707,919	3,615,880	-92,039
Culture & Environmental Protection	21,658,307	-168,320	21,489,986	28,053,996	28,134,944	80,949	-6,564,009	-6,656,001	-91,992	21,489,986	21,478,943	-11,043
Environment	33,209,644	-199,090	33,010,554	45,942,983	46,559,319	616,336	-12,932,429	-14,116,316	-1,183,887	33,010,554	32,443,003	-567,551
Chief Executive	568,900	-54,690	514,210	514,210	498,303	-15,906	0	-9,572	-9,572	514,210	488,732	-25,478
Customer Services	1,948,169	80,030	2,028,199	41,039,969	44,082,653	3,042,684	-39,011,770	-42,128,865	-3,117,095	2,028,199	1,953,788	-74,411
Finance	1,862,960	68,040	1,931,000	4,055,180	4,270,435	215,256	-2,124,180	-2,345,273	-221,093	1,931,000	1,925,162	-5,837
Human Resources	1,126,190	42,260	1,168,450	1,514,970	1,551,402	36,433	-346,520	-393,915	-47,395	1,168,450	1,157,487	-10,963
ICT & Corporate Support	2,801,949	-47,300	2,754,649	3,670,929	3,597,871	-73,058	-916,280	-930,203	-13,923	2,754,649	2,667,668	-86,981
Legal Services	962,160	18,020	980,180	1,222,500	1,419,745	197,246	-242,320	-305,197	-62,877	980,180	1,114,548	134,368
Public Health & Wellbeing	-80,000	-7,880	-87,880	5,325,470	5,366,169	40,699	-5,413,350	-5,454,045	-40,695	-87,880	-87,876	4
Strategic Support	3,455,599	134,750	3,590,349	3,908,829	4,246,374	337,546	-318,480	-735,894	-417,414	3,590,349	3,510,481	-79,868
Resources	12,645,926	233,230	12,879,157	61,252,056	65,032,954	3,780,898	-48,372,900	-52,302,964	-3,930,064	12,879,157	12,729,990	-149,166
Movement Through Reserves	-117,000	-91,330	-208,330	2,766,510	2,766,572	62	-2,974,840	-2,974,835	5	-208,330	-208,264	66
Capital Financing & Management	8,753,210	-134,740	8,618,470	9,022,320	15,290,166	6,267,846	-403,850	-6,671,691	-6,267,841	8,618,470	8,618,475	5
Levies & Interest	8,636,210	-226,070	8,410,140	11,788,830	18,056,737	6,267,907	-3,378,690	-9,646,526	-6,267,836	8,410,140	8,410,211	71
Total	124,931,312	0	124,931,312	304,273,029	322,614,134	18,341,106	-179,341,717	-197,567,699	-18,225,982	124,931,312	125,046,435	115,123

Source: Live

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West Berkshire Capital Programme: Provisional Outturn 2015/16**Summary by Service**

Service Area	Original Budget 2015/16	14/15 Slippage	Other Agreed Changes to 2015/16 Budget	Revised Budget for 2015/16 (1)	Total Expenditure 2015/16	Variance from Revised Budget	
	£	£	£	£	£	£	%
<u>Resource Directorate</u>							
Chief Exec	45,000	-	0	45,000	36,901	8,099	18.0%
Finance	105,000	202,330	-27,500	279,830	121,456	158,374	56.6%
ICT and Corporate Support	1,294,440	335,600	2,743,870	4,373,910	2,579,275	1,794,635	41.0%
Public Health	-	-	85,000	85,000	85,000	0	
Legal Services	-	-	4,900	4,900	2,975	1,925	
Strategic Support	61,000	30,030	23,360	114,390	93,636	20,754	18.1%
Customer Services	-	-	0	0	33,729	-33,729	
<u>Total for Resource Directorate</u>	1,505,440	567,960	2,829,630	4,903,030	2,919,243	1,983,787	40.5%
<u>Communities Directorate</u>							
Adult Social Care	875,460	229,990	507,720	1,613,170	1,253,815	359,355	22.3%
Care Commissioning, Housing & Safeguarding	2,063,500	1,104,340	1,272,550	4,440,390	3,210,068	1,230,322	27.7%
Childrens Services	20,000	2,210	27,500	49,710	13,750	35,960	72.3%
Education Services	15,574,660	768,310	-1,165,070	15,177,900	14,905,117	272,783	1.8%
<u>Total for Communities Directorate</u>	18,533,620	2,104,850	642,700	21,281,170	19,382,750	1,898,420	8.9%
<u>Environment Directorate</u>							
Culture & Environmental Protection (CEP)	506,080	937,570	-139,510	1,304,140	491,284	812,856	62.3%
Highways & Transport	10,178,920	762,570	6,083,510	17,025,000	15,290,170	1,734,830	10.2%
Planning & Countryside	135,000	153,440	418,120	706,560	443,973	262,587	37.2%
<u>Total for Environment Directorate</u>	10,820,000	1,853,580	6,362,120	19,035,700	16,225,427	2,810,273	14.8%
Totals	30,859,060	4,526,390	9,834,450	45,219,900	38,527,420	6,692,480	14.8%

(1) Revised budget includes additional grants and contributions received and/or allocated in 2015/16, less funds reprofiled into 2016/17

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Provisional Financial Outturn Report 2015-16 Summary Budget Movements

Service	Original Net Budget	Current Net Budget	Variance	Explanation of Significant Budget Changes
	£000	£000	£000	
DSG	(721)	(721)	0	
Corporate Director - Communities	275	275	0	
Adult Social Care	39,993	37,794	(2,199)	Budget increases: £445k transfer from the Adult Social Care Change Programme, £400k release of ASC Risk Fund. Budget decreases: £400k budget transfer in relation to the ASC risk fund release and £454k budget transfer in relation to the capitalisation of equipment to Children's Services. Transfer to CCHS to fund Direct Payment Support moved from external service to in-house £18k and the movement of 1 post £10k. £46k transferred to Children's for Young Carers support from BCF allocation. £2.114m carry forward of budget into 2016-17 as agreed by FAGG to fund delivery of the New Ways of Working restructure of ASC and impact of the National Living Wage on commissioning budgets.
Care Commissioning, Housing & Safeguarding	5,262	5,813	551	Grant funding brought forward from 14/15 to be spent in 15/16 (Local Welfare Provision, Community Plus Fund, DHP, Health watch, Housing Support). Transfer from ASC to fund Direct Payment Support moved from external service to in-house £18k and the movement of 1 post £10k. £52k carry forward of budget into 2016-17 as agreed by FAGG.
Children's Services	13,425	15,108	1,683	£668k from reserves for the Ofsted Improvement Plan and £98k for Foster Carers, £400k additional budget from the ASC risk fund, £454k additional budget from capitalising equipment within ASC, £87k from reserves for a severance payment. £68k carry forward of budget into 2016-17 as agreed by FAGG.
Education	10,595	10,944	349	Grant funding brought forward from 14/15 to be spent in 15/16 (SEN £256k, Pupil Premium £13k and Pan Berkshire Hub £12k). Additional budget of £40k for Foster Carers. Reduction of £10k relating to the ICT suite loan. Carry forward 2015-16 Support Preparation grant £28k; £10k SEN grant
Adult Social Care Change Programme	1,161	1,050	(111)	Budget increases: £500k brought forward funding from 14/15. Budget decreases: £445k transfer into Adult Social Care, £55k budget transfer to CCHS. Movement in Reserves of £373k. £485k carry forward of budget into Adult Social Care in 2016-17 as agreed by FAGG, relating to New Ways of Working projects.
Prevention and Developing Community Resilience	449	369	(80)	£69k grant brought forward from 14/15 for Troubled families. £149k carry forward of budget into 2016-17 as agreed by FAGG.
Communities	70,439	70,631	192	
Corporate Director	167	164	(3)	
Highways & Transport	7,623	7,648	25	Transport grant brought forward from 14/15 to be spent in 15/16, plus transfer from reserves for a procurement review
Planning & Countryside	3,761	3,708	(53)	Budgets carried forward from 14/15 for specific projects plus transfer of S106 for Grounds Maintenance, plus cross service budget move
Culture & Environmental Protection	21,658	21,490	(168)	Transfer to Capital Financing, plus cross service budget movement
Environment	33,209	33,010	(199)	
Chief Executive	569	514	(55)	Corporate training budget allocation
Customer Services	1,948	2,028	80	Transfers from reserves (some to pay for Corporate costs relating to NNDR)
Finance	1,863	1,931	68	Transfer through reserves, accounting movement
Human Resources	1,126	1,168	42	Transfer of Collaborative Leadership budgets from Services
Information Technology	2,802	2,755	(47)	Allocation of Corporate training budget
Legal	962	980	18	Allocation of Corporate training budget
Public Health	(80)	(88)	(8)	Transfer of budget from reserves
Strategic Support	3,455	3,590	135	Grant funding brought forward from 14/15 to be spent 15/16
Resources	12,645	12,878	233	
Levies and Interest	8,637	8,412	(225)	Movement through reserves of all budget changes
Total	124,931	124,931	0	

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Appendix E

Equality Impact Assessment

Is this item relevant to equality?	Please tick relevant boxes	Yes	No
Does the policy affect service users, employees or the wider community and:			
• Is it likely to affect people with particular protected characteristics differently?		<input type="checkbox"/>	<input checked="" type="checkbox"/>
• Is it a major policy, significantly affecting how functions are delivered?		<input type="checkbox"/>	<input checked="" type="checkbox"/>
• Will the policy have a significant impact on how other organisations operate in terms of equality?		<input type="checkbox"/>	<input checked="" type="checkbox"/>
• Does the policy relate to functions that engagement has identified as being important to people with particular protected characteristics?		<input type="checkbox"/>	<input checked="" type="checkbox"/>
• Does the policy relate to an area with known inequalities?		<input type="checkbox"/>	<input checked="" type="checkbox"/>
Outcome (Where one or more 'Yes' boxes are ticked, the item is relevant to equality)			
Relevant to equality - Complete an EIA available at http://intranet/EqIA			<input type="checkbox"/>
Not relevant to equality			<input checked="" type="checkbox"/>

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The Household Waste Recycling Centre (HWRC) Service

Committee considering report:	Executive on 30 June 2016
Portfolio Member:	Councillor Marcus Franks
Date Portfolio Member agreed report:	06 June 2016
Report Author:	Jackie Ward
Forward Plan Ref:	EX3123

1. Purpose of the Report

- 1.1 This report is to seek approval for proposals to mitigate against the effects of:
- the end of the cross border arrangement by Hampshire County Council for their residents to use the HWRC service, and
 - the decision to cease the arrangement with the re3 partnership for West Berkshire residents to use the Smallmead HWRC.

2. Recommendations

- 2.1 That new measures are introduced to control access to the Council's HWRC services; including a resident permit scheme and a booking system for residents using commercial type vehicles.
- 2.2 To explore with the Council's Waste Management Contractor the extension of the Padworth HWRC service in conjunction with 2.1.

3. Implications

- 3.1 **Financial:** Implications are set out in Part II
- 3.2 **Policy:** Implications are set out in Part II
- 3.3 **Personnel:** None
- 3.4 **Legal:** Implications are set out in Part II
- 3.5 **Risk Management:** Implications are set out in Part II
- 3.6 **Property:** None
- 3.7 **Other:** Implications are set out in Part II

4. Executive Summary

- 4.1 This report sets out proposals to change the HWRC service to mitigate against the effects of Hampshire County Council ending the cross border arrangement for Hampshire residents to use West Berkshire HWRCs and the end the arrangement with the re3 partnership for West Berkshire residents to use the Smallmead HWRC.
- 4.2 At the Special Council Meeting on 24 March 2016 the Council decided to end the arrangement with re3. Therefore, 3 months notice has been given to re3 which will end the agreement on the 30 June 2016. re3 have responded by introducing controls to stop residents from West Berkshire using their facility from the 1st July. The disposal of waste by West Berkshire residents at this facility will need to be managed through the Council's waste services.
- 4.3 From 1 April 2016 Hampshire County Council, having given notice, ended their financial contributions to allow Hampshire resident's access to the Padworth and Newtown Road HWRCs. Currently Hampshire residents are still using West Berkshire's HWRCs.

5. Proposals for Consideration

- 5.1 To mitigate against the loss of income from Hampshire Council, access to the West Berkshire HWRC sites could be controlled by:
- (1) Implementation of a resident permit scheme; a permit would be issued to West Berkshire residents free of charge. The permit would have to be visible to HWRC site staff to be able to permit entry at each visit to a West Berkshire HWRC site. This will prevent non-resident access and reduce the burden on the West Berkshire Service accordingly.
 - (2) Restrict access to commercial vehicles; The Council does not have a duty to accept commercial waste but despite current controls in place a there are vehicles were of a commercial nature still accessing the sites. It is however recognised that some residents only own commercial type vehicles or may have short term hire vehicles, therefore a booking system for these types of vehicles would allow genuine household waste disposal and recycling whilst denying access other businesses for the disposal of commercial waste.
- 5.2 To mitigate against the impact on residents following the decision by the re3 partnership to close access to West Berkshire residents the possibility of extending the service at the Padworth HWRC should be explored with the Council's Waste Management contractor

6. Appendices - None

Agenda Item 10.

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