

NORTH LANARKSHIRE COUNCIL AGENDA ITEM No. 4 (a)  
REPORT

<b>TO</b>	<b>SOCIAL WORK COMMITTEE</b>	<b>SUBJECT :</b>	<b>REVENUE BUDGET MONITORING REPORT</b>
<b>FROM</b>	<b>DIRECTOR OF FINANCE</b>		<b>PERIOD 1/4/98 - 19/07/98</b>
<b>DATE</b>	<b>12 August 1998</b>	<b>Ref. : PH</b>	<b>SOCIAL WORK DEPARTMENT</b>

**Introduction**

I enclose the Budgetary Control Report for the period 1 April 1998 to 19 July 1998. The report provides a comparison of actual expenditure and income against estimated expenditure and income and provides explanations of the more significant variations.

**Summary of Budget Variances**

The net expenditure for the period shows an underspend of £3,297 or 0% of the budget to date. The Projected Outturn also shows that the department are currently on course to keep within it's overall budget although there are compensating variances above the "bottom line".

The major year to date variances , as detailed within the attached pages , can be summarised as follows :-

**Major Areas of Overspend**

- |   | £              |
|---|----------------|
| 1. <u>Employee Costs</u>  | <u>604,003</u> |
| 1.1 Early retiral costs , mainly within Care for the Elderly division , account for £67,000 to date.  |                |
| 1.2 Expenditure on Superannuation Employer's Contributions is currently showing an overspend of £197,000 for the department , £122,000 within Operations and Servicing division.                |                |
| 1.3 Residual staff costs have been incurred in 1998/99 following the closures of Sir John Mann Home and Bellshill Children's Home.  |                |
| 1.4 Within RA Learning Disabilities division , temporary staff have been employed to maintain service levels dealing with a difficult client group while permanant staff are on sickness leave. |                |
| 5 There are current wages' overspends for Home Helps and manual workers for the Homecare scheme which are the result of the policy of supporting clients in their own homes.                    |                |

**Transport and Plant**

152,174

Travelling and Subsistence expenditure to date is £85,000 overspent which is a continuance of the 1997/98 position (£128,000 overspend at the year-end). Current expenditure levels and /or budgeted resources require to be reviewed in the light of the overspends.

2.2 The combined overspend on Internal and External Hires is £57,000 to date which appears to be going against the trend in 1997/98 when expenditure was contained within budgets. The respective overspends will require to be investigated.

3. Administration Costs

106.706

3.1 Telephones are currently showing an overspend (as in 1997/98) of £17,304. This has been attributed to the effect of reorganisation with the department occupying a number of new buildings.

3.2 The department has received an insurance recharge of £55,546 for which there is no budget. The circumstances of the recharge are being pursued.

3.3 Other Administration Costs is £17,608 overspent and the expenditure is currently being analysed in order to determine the reasons for the overspend.

Major Areas of Underspend

£

1. Payments to Other Bodies

726.865

1.1 There is a current underspend resulting from slippage in the implementation of the Home Care review and the Intensive Home Care project within RA Elderly - £165,000.

1.2 Supplementation payments within RA Learning Disabilities are currently behind anticipated levels - £20,000.

1.3 The Community Care budget within the Home Help Service has been used to supplement the current wages' overspend - £107,000.

1.4 The remainder of the underspend is explained by the delay in the payment of User Agreements and Supplementation Payments.

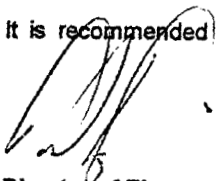
2. Other Expenditure

92.448

2.1 Within Operations and Servicing and RA Learning Disabilities divisions, the underspends have been attributed to slippage in the implementation of the Intensive Home Care project and various service developments respectively.

Recommendation

It is recommended that the Committee notes the contents of the report.

  
Director of Finance

## MONITORING REPORT

1 April 1998 to 19 July 1998

COMMITTEE: SOCIAL WORK

TOTAL

LINE NO. (1)	DESCRIPTION (2)	BUDGET TO DATE (3)	ACTUAL TO DATE (4)	YEAR TO DATE VARIANCES (5)		%	ANNUAL BUDGET (7)	PROJECTED OUTTURN (8)	PROJECTED OUTTURN VARIANCES (9)		%
		£	£	£					£	£	
1.	EMPLOYEE COSTS	9,168,373	9,772,376	(604,003)	Overspend	-7%	33,149,522	33,604,522	(455,000)	Overspend	-1%
2.	PROPERTY COSTS	544,627	548,588	(3,961)	Overspend	-1%	3,900,210	3,900,210	0		0%
3.	SUPPLIES AND SERVICES	258,646	219,148	39,498	Underspend	15%	1,327,157	1,327,157	0		0%
4.	TRANSPORT & PLANT	559,441	711,615	(152,174)	Overspend	-27%	2,381,127	2,381,127	0		0%
5.	ADMINISTRATION COSTS	120,349	227,055	(106,706)	Overspend	-89%	520,998	520,998	0		0%
6.	PAYMENTS TO OTHER BODIES	6,160,601	5,433,736	726,865	Underspend	12%	24,582,755	24,227,755	355,000	Underspend	1%
7.	OTHER COSTS	480,969	388,521	92,448	Underspend	19%	2,649,962	2,549,962	100,000	Underspend	4%
8.	APPORTIONED EXPENSES	0	0	0			1,978,104	1,978,104	0		
9.	CAPITAL FINANCING CHARGES	10,000	13,004	(3,004)	Overspend		1,276,000	1,276,000	0		
10.	TOTAL EXPENDITURE	17,303,006	17,314,043	(11,037)	Overspend	-0%	71,765,835	71,765,835	0		0%
11.	INCOME	891,807	906,141	14,334	Over-recovery	2%	11,157,605	11,157,605	0		0%
12.	NET EXPENDITURE	16,411,199	16,407,902	3,297	Underspend	0%	60,608,230	60,608,230	0		0%

NORTH LANARKSHIRE COUNCIL

FINANCIAL MONITORING REPORT

1 April 1998 to 19 July 1998

COMMITTEE: SOCIAL WORK

DIVISION: OPERATIONS AND SERVICING

LINE NO. (1)	DESCRIPTION (2)	BUDGET TO DATE (3)	ACTUAL TO DATE (4)	YEAR TO DATE VARIANCES (5)		% (6)	ANNUAL BUDGET (7)	PROJECTED OUTTURN (8)	PROJECTED OUTTURN VARIANCES (9)		% (10)
		£	£	£			£	£	£		
1.	EMPLOYEE COSTS	3,459,051	3,768,961	(309,910)	Overspend	-9%	12,398,210	12,653,210	(255,000)	Overspend	-2%
2.	PROPERTY COSTS	292,975	258,630	34,345	Underspend	12%	1,799,999	1,799,999	0		0%
3.	SUPPLIES AND SERVICES	33,044	28,709	4,335	Underspend	13%	186,336	186,336	0		0%
4.	TRANSPORT & PLANT	189,601	538,874	(349,273)	Overspend	-184%	740,398	740,398	0		0%
5.	ADMINISTRATION COSTS	80,212	160,646	(80,434)	Overspend	-100%	347,242	347,242	0		0%
6.	PAYMENTS TO OTHER BODIES	200,400	167,068	33,332	Underspend	17%	946,664	946,664	0		0%
7.	OTHER COSTS	193,256	79,204	114,052	Underspend	59%	836,608	736,608	100,000	Underspend	12%
8.	APPORTIONED EXPENSES	0	0	0			1,978,104	1,978,104	0		
9.	CAPITAL FINANCING CHARGES	10,000	14,325	(4,325)	Overspend		1,276,000	1,276,000	0		
10.	TOTAL EXPENDITURE	4,458,539	5,016,417	(557,878)	Overspend	-13%	20,509,561	20,664,561	(155,000)	Overspend	-1%
11.	INCOME	119,973	112,273	(7,700)	Under-recovery	-6%	6,003,402	6,003,402	0		0%
	TOTAL	4,338,566	4,904,144	(565,578)	Overspend	-13%	14,506,169	14,661,169	(155,000)	Overspend	-1%

**NORTH LANARKSHIRE COUNCIL****FINANCIAL MONITORING REPORT****1 April 1998 to 19 July 1998****COMMITTEE : SOCIAL WORK****DIVISION : OPERATIONS AND SERVICING****ANALYSIS OF MAJOR VARIANCES****£****1. EMPLOYEE COSTS****309,910 Overspend**

There is currently a substantial overspend (£122,000) on Superannuation Employer's Contributions compared to the budget for the year to date. This variance is being investigated.

**2. TRANSPORT & PLANT****349,273 Overspend**

Some transport expenditure has been charged to this division of service for items budgeted elsewhere - see, for example, the current Transport & Plant underspend within Other Social Work Services' division.

**3. OTHER EXPENDITURE****114,052 Underspend**

The current underspend reflects the slippage in the implementation of the Intensive Home Care project, contributing towards financing unbudgeted expenditure which had been targeted as part of the savings' measures for the current year.

**4. ADMINISTRATION COSTS****80,434 Overspend**

The current overspend of £14,000 on Telephones and an unbudgeted Insurance recharge of £55,000 are being investigated.

**NORTH LANARKSHIRE COUNCIL**  
**FINANCIAL MONITORING REPORT**  
**1 April 1998 to 19 July 1998**

DIVISION : RA CHILDREN

COMMITTEE: SOCIAL WORK

LINE NO. (1)	DESCRIPTION (2)	BUDGET TO DATE (3)	ACTUAL TO DATE (4)	YEAR TO DATE VARIANCES (5)		% (6)	ANNUAL BUDGET (7)	PROJECTED OUTTURN (8)	PROJECTED OUTTURN VARIANCES (9)	% (10)
		£	£	£			£	£	£	
1.	EMPLOYEE COSTS	678,137	633,298	44,839	Underspend	7%	2,040,465	2,040,465	0	0%
2.	PROPERTY COSTS	8,455	7,874	581	Underspend	7%	313,978	313,978	0	0%
3.	SUPPLIES AND SERVICES	39,389	54,357	(14,968)	Overspend	-38%	170,510	170,510	0	0%
4.	TRANSPORT & PLANT	4,487	14,053	(9,566)	Overspend	-213%	17,135	17,135	0	0%
5.	ADMINISTRATION COSTS	6,896	15,154	(8,258)	Overspend	-120%	29,854	29,854	0	0%
6.	PAYMENTS TO OTHER BODIES	731,381	731,381	0	Underspend	0%	2,743,288	2,743,288	0	0%
7.	OTHER COSTS	0	3,407	(3,407)	Overspend		(13,240)	(13,240)	0	0%
8.	APPORTIONED EXPENSES	0	0	0			0	0	0	
9.	CAPITAL FINANCING CHARGES	0	0	0			0	0	0	
10.	TOTAL EXPENDITURE	1,468,745	1,459,524	9,221	Underspend	1%	5,301,990	5,301,990	0	0%
11.	INCOME	891	787	(104)	Under-recovery	-12%	3,770	3,770	0	0%
		1,467,854	1,458,737	9,117	Underspend	1%	5,288,220	5,298,220	0	0%

NORTH LANARKSHIRE COUNCIL

FINANCIAL MONITORING REPORT

1 April 1998 to 19 July 1998

COMMITTEE : SOCIAL WORK

DIVISION : RA CHILDREN

ANALYSIS OF MAJOR VARIANCES

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1. EMPLOYEE COSTS

44,893 Underspend

The current underspend is mainly due to the savings accruing from the delay in opening Leslie Street Children's Home partly off-set by residual staff costs from the closure of Bellshill Children's Home.

NORTH LANARKSHIRE COUNCIL

FINANCIAL MONITORING REPORT

1 April 1998 to 19 July 1998

COMMITTEE: SOCIAL WORK

DIVISION: RA ELDERLY

LINE NO. (1)	DESCRIPTION (2)	BUDGET TO DATE (3)	ACTUAL TO DATE (4)	YEAR TO DATE VARIANCES (5)		% (6)	ANNUAL BUDGET (7)	PROJECTED OUTTURN (8)	PROJECTED OUTTURN VARIANCES (9)		% (10)
		£	£	£			£	£	£		
1.	EMPLOYEE COSTS	1,184,839	1,264,697	(79,858)	Overspend	-7%	4,338,398	4,438,398	(100,000)	Overspend	-2%
2.	PROPERTY COSTS	43,202	43,797	(595)	Overspend	-1%	752,115	752,115	0		0%
3.	SUPPLIES AND SERVICES	27,293	14,531	12,762	Underspend	47%	117,858	117,858	0		0%
4.	TRANSPORT & PLANT	16,543	3,987	12,556	Underspend	76%	70,013	70,013	0		0%
5.	ADMINISTRATION COSTS	5,494	4,915	579	Underspend	11%	23,780	23,780	0		0%
6.	PAYMENTS TO OTHER BODIES	2,462,800	2,298,163	164,637	Underspend	7%	11,429,704	11,429,704	0		0%
7.	OTHER COSTS	9,240	11,242	(2,002)	Overspend	-22%	40,000	40,000	0		
8.	APPORTIONED EXPENSES	0	0	0			0	0	0		
9.	CAPITAL FINANCING CHARGES	0	0	0			0	0	0		
10.	TOTAL EXPENDITURE	3,749,411	3,641,332	108,079	Underspend	3%	16,771,868	16,871,868	(100,000)	Overspend	-1%
11.	INCOME	266,861	356,297	89,436	Over-recovery	34%	1,139,520	1,139,520	0		0%
	NET EXPENDITURE	3,482,550	3,285,035	197,515	Underspend	6%	15,632,348	15,732,348	(100,000)	Overspend	-1%



**NORTH LANARKSHIRE COUNCIL****FINANCIAL MONITORING REPORT****1 April 1998 to 19 July 1998****COMMITTEE : SOCIAL WORK****DIVISION : RA ELDERLY****ANALYSIS OF MAJOR VARIANCES****£****1. EMPLOYEE COSTS****79,858 Overspend**

Early retiral costs of £28,672 have been expended to date. In addition, residual unbudgeted staff costs have been incurred following the closure of Sir John Mann Home as part of the savings' measures for 1998/99.

**2. PAYMENTS TO OTHER BODIES****164,637 Underspend**

Current underspend resulting from slippage in the implementation of the Home Care review and the Intensive Home Care project which compensates for overspends elsewhere.

## FINANCIAL MONITORING REPORT

1 April 1998 to 19 July 1998

COMMITTEE: SOCIAL WORK

DIVISION: RA LEARNING DISABILITIES

LINE NO. (1)	DESCRIPTION (2)	BUDGET TO DATE (3)	ACTUAL TO DATE (4)	YEAR TO DATE VARIANCES (5)		% (6)	ANNUAL BUDGET (7)	PROJECTED OUTTURN (8)	PROJECTED OUTTURN VARIANCES (9)		% (10)
		£	£	£			£	£	£		
1.	EMPLOYEE COSTS	116,174	133,726	(17,552)	Overspend	-15%	423,993	423,993	0		0%
2.	PROPERTY COSTS	5,274	2,273	3,001	Underspend	57%	55,534	55,534	0		0%
3.	SUPPLIES AND SERVICES	5,012	4,303	709	Underspend	14%	186,200	186,200	0		0%
4.	TRANSPORT & PLANT	367	354	13	Underspend	4%	1,341	1,341	0		0%
5.	ADMINISTRATION COSTS	785	835	(50)	Overspend	-6%	3,398	3,398	0		0%
6.	PAYMENTS TO OTHER BODIES	760,312	740,640	19,672	Underspend	3%	2,160,240	2,060,240	100,000	Underspend	5%
7.	OTHER COSTS	137,055	109,409	27,646	Underspend	20%	593,312	593,312	0		
8.	APPORTIONED EXPENSES	0	0	0			0	0	0		
9.	CAPITAL FINANCING CHARGES	0	0	0			0	0	0		
10.	TOTAL EXPENDITURE	1,024,979	991,540	33,439	Underspend	3%	3,424,018	3,324,018	100,000	Underspend	3%
11.	INCOME	15,988	45,033	29,045	Over-recovery	182%	69,210	69,210	0		0%
12.	NET EXPENDITURE	1,008,991	946,507	62,484	Underspend	6%	3,354,808	3,254,808	100,000	Underspend	3%

**NORTH LANARKSHIRE COUNCIL****FINANCIAL MONITORING REPORT****1 April 1998 to 19 July 1998****COMMITTEE : SOCIAL WORK****DIVISION : RA LEARNING DISABILITIES****ANALYSIS OF MAJOR VARIANCES****£****1. EMPLOYEE COSTS****17,552 Overspend**

The current overspend relates to the employment of temporary staff to maintain service levels dealing with a difficult client group while permanent staff are on sickness leave.

**2. PAYMENTS TO OTHER BODIES****19,672 Underspend**

The underspend is due to the timing and scale of the supplementation payments for the year to date.

**3. OTHER EXPENDITURE****27,646 Underspend**

This favourable variance relates to slippage in the implementation of various service developments included in the Social Work Plan.

**4. INCOME****29,045 Over-recovered**

The level of miscellaneous income to date, mainly from backdated DSS payments, has exceeded budget expectations.

## FINANCIAL MONITORING REPORT

1 April 1998 to 19 July 1998

COMMITTEE: SOCIAL WORK

DIVISION: HOME HELP SERVICE

LINE NO. (1)	DESCRIPTION (2)	BUDGET TO DATE (3)	ACTUAL TO DATE (4)	YEAR TO DATE VARIANCES (5)		% (6)	ANNUAL BUDGET (7)	PROJECTED OUTTURN (8)	PROJECTED OUTTURN VARIANCES (9)		% (10)
		£	£	£			£	£	£		
1.	EMPLOYEE COSTS	1,606,346	1,692,158	(85,812)	Overspend	-5%	6,149,250	6,249,250	(100,000)	Overspend	-2%
2.	PROPERTY COSTS	0	41	(41)	Overspend		0	0	0		
3.	SUPPLIES AND SERVICES	2,311	421	1,890	Underspend	82%	10,008	10,008	0		0%
4.	TRANSPORT & PLANT	46,841	53,886	(7,045)	Overspend	-15%	182,942	182,942	0		0%
5.	ADMINISTRATION COSTS	83	246	(163)	Overspend	-196%	360	360	0		0%
6.	PAYMENTS TO OTHER BODIES	139,500	32,699	106,801	Underspend	77%	279,000	179,000	100,000	Underspend	36%
7.	OTHER COSTS	0	0	0			0	0	0		
8.	APPORTIONED EXPENSES	0	0	0			0	0	0		
9.	CAPITAL FINANCING CHARGES	0	(579)	579	Underspend		0	0	0		
10.	TOTAL EXPENDITURE	1,795,081	1,778,872	16,209	Underspend	1%	6,621,560	6,621,560	0		0%
11.	INCOME	367,140	332,998	(34,142)	Under-recovery	-9%	1,589,350	1,589,350	0		0%
12.	NET EXPENDITURE	1,427,941	1,445,874	(17,933)	Overspend	-1%	6,032,210	6,032,210	0		0%

**NORTH LANARKSHIRE COUNCIL**  
**FINANCIAL MONITORING REPORT**  
**1 April 1998 to 19 July 1998**

**COMMITTEE : SOCIAL WORK**

**DIVISION : HOME HELP SERVICE**

**ANALYSIS OF MAJOR VARIANCES**

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**1. EMPLOYEE COSTS**

**85,812 Overspend**

The overspend is the result of the increased level of homecare being provided to support clients in their own homes. This adverse variance is off-set by slippage in the implementation of the Intensive Home Care scheme - underspends in Operations and Servicing division.

**2. PAYMENTS TO OTHER BODIES**

**106,801 Underspend**

The Community Care budget is being utilised to off-set the overspend in Employee Costs.

**3. INCOME**

**34,142 Under-recovery**

The current under-recovery in Home Help income is being monitored closely following the implementation of the new charging policy.

## FINANCIAL MONITORING REPORT

1 April 1998 to 19 July 1998

COMMITTEE: SOCIAL WORK

DIVISION OTHER SOCIAL WORK SERVICES

LINE NO. (1)	DESCRIPTION (2)	BUDGET TO DATE (3)	ACTUAL TO DATE (4)	YEAR TO DATE VARIANCES (5)		% (6)	ANNUAL BUDGET (7)	PROJECTED OUTTURN (8)	PROJECTED OUTTURN VARIANCES (9)		% (10)
		£	£	£			£	£	£		
1.	EMPLOYEE COSTS	2,123,826	2,279,536	(155,710)	Overspend	-7%	7,799,206	7,799,206	0		0%
2.	PROPERTY COSTS	194,721	235,973	(41,252)	Overspend	-21%	978,584	978,584	0		0%
3.	SUPPLIES AND SERVICES	151,597	116,827	34,770	Underspend	23%	656,245	656,245	0		0%
4.	TRANSPORT & PLANT	301,602	100,461	201,141	Underspend	67%	1,369,298	1,369,298	0		0%
5.	ADMINISTRATION COSTS	26,879	45,259	(18,380)	Overspend	-68%	116,364	116,364	0		0%
6.	PAYMENTS TO OTHER BODIES	1,866,208	1,463,785	402,423	Underspend	22%	7,023,859	6,868,859	155,000	Underspend	2%
7.	OTHER COSTS	141,418	185,259	(43,841)	Overspend	-31%	1,193,282	1,193,282	0		
8.	APPORTIONED EXPENSES	0	0	0			0	0	0		
9.	CAPITAL FINANCING CHARGES	0	(742)	742	Underspend		0	0	0		
10.	TOTAL EXPENDITURE	4,806,251	4,426,358	379,893	Underspend	8%	19,136,838	18,981,838	155,000	Underspend	1%
11.	INCOME	120,954	58,753	(62,201)	Under-recovery	-51%	2,352,353	2,352,353	0		0%
12.	NET EXPENDITURE	4,685,297	4,367,605	317,692	Underspend	7%	16,784,486	16,629,486	155,000	Underspend	1%

**NORTH LANARKSHIRE COUNCIL****FINANCIAL MONITORING REPORT****1 April 1998 to 19 July 1998****COMMITTEE : SOCIAL WORK****DIVISION : OTHER SOCIAL WORK SERVICES****ANALYSIS OF MAJOR VARIANCES**

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**1. EMPLOYEE COSTS****155,710 Overspend**

The overspend in Employee Costs is the result of a number of factors which are currently being reviewed. The main contributing factor is within the Other Specific Services' division where the manual workers for Homecare is similar to the Home Help wages situation, i.e. an increased level of care in clients' own homes. The overspend here (£82,000) is matched by slippage in other areas of expenditure.

**2. TRANSPORT & PLANT****201,141 Underspend**

Some transport expenditure has been charged direct to Operations and Servicing division but the relevant budgets are held within Other Social Work Services division.

**3. PAYMENTS TO OTHER BODIES****402,423 Underspend**

The underspend is explained by the delay in the payment of User Agreements and Supplementation Payments.