

**Appendix 4**

**Budget Items to be considered for carry forward to**  
**2008/09**

**TABLE 1:**  
**For Information only**  
**A Summary of Appendix 1**

<b>Part A) Base Position Summary</b>	<b>£000's</b>
Under spend – appendix 1, column 3	-778
Less net overspent items already automatically carried forward (table 2, table 4, and column 2 table 5)	-1,250
Net Under spend - Net of above figures (BMS position)	-2,028
<b>Part B) Final proposed position, (all in £000's)</b>	
<b>This includes all items contained within this Appendix and reflects the final position if all the items listed are agreed.</b>	
Net Under spend - figure above	-2,028
Add Carry forward Under Spends listed for decision - Table 3	207
Add Write off overspends listed for decision - Table 4	723
Net Under spend if all agreed would then be	-1,098
Earmarking of reserves for Transformation and PCT Integration	200
Creation of Revenue Contingency Reserve	500
LABGI Grant and other transaction impacting on reserves	-915
Change in funding of capital spend on IT expenditure	-1,209
<b>Net surplus over approved budget – to be returned to balances.</b>	<b>-2,522</b>

Appendix 4 (continued)

**Budget Items to be considered for carry forward to  
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**TABLE 2: Over and under spends already approved under Budget Management scheme (BMS) and Statutory Requirements (SR)**

This table is for **information** - no decision is required

<b>Over spend Carry Forward Requests - approved under rules of BMS – 2007/08 to 2008/09 or already agreed by the Cabinet</b>	<b>Requested approval £</b>	<b>Already Approved under BMS/ SR £</b>	<b>Director</b>
<b><u>Children’s Service Portfolio</u></b>			
The budget for Schools is ring-fenced, the overspend will be automatically carried forward into 2007/08.	117,676	117,676	AA
<b>Under spend Carry Forward Requests - approved under rules of BMS – 2007/08 to 2008/09 or already agreed by the Cabinet</b>	<b>Requested approval £</b>	<b>Already Approved under BMS/ SR £</b>	<b>Director</b>
<b><u>Adult Social Services &amp; Housing</u></b>			
Carry forward of underspend to fund transition costs in respect of re-commissioning of domiciliary care (agreed by Cabinet in March 2008)	200,000	200,000	JA
<b>Total (Net position)</b>	82,324	82,324	

**Appendix 4 (cont)**

**TABLE 3: For decision** - Under spend carry forward requests not automatically approved

Under spend Carry Forward Requests - those <u>not</u> approved under rules of BMS – 2007/08 to 2008/09	Requested approval £	Already Approved under BMS £	Dir	Reported in January Figures (March Cabinet)?
<b>Adult Social Service &amp; Housing</b>				
<b>(AS1) – PCT Integration Costs</b> – balance unspent in 2007/08, costs will be incurred in 2008/09	50,000		JA	Yes
<b>Improvement &amp; Performance (Resources Portfolio)</b>				
<b>(IP1) – Resource Link Improvement Project</b> - Funded from Organisation Improvement Budget, this project was delayed as the scope and commission were refined to client needs. <i>[It is recommended that this is the last year that this amount will be carried forward and if not spent in 2008/09 no further carry forward will be permitted.]</i>	60,000		DT	Yes
<b>Corporate Budgets (Resources Portfolio)</b>				
<b>(CB1) – Revenue Contribution to capital for Safety Routes to Schools</b> - Slippage in Transport Capital programme (mainly regarding Bath Package, as a result of project management review), enables the re-allocation of capital resources to fund the safer routes to school programme in 2007/08. To complete programme in 2008/09 (and ensure it is fully funded), the revenue contribution of £80k relating to this item needs also to be carried forward	80,000		PR / PF	Yes
<b>(CB2) – CPA Project</b> - The project is projected to partially slip into 2008/09 with a corresponding underspend in 2007/08 of £17k (from a budget of £50k). A carry forward request will be made to meet the re-phased costs in	17,000		DT	Yes

2008/09.				
<b>TABLE 3 TOTAL</b>	<b>207,000</b>			

**TABLE 4:**  
**For Decision - Requests for overspend write off from services in 2007/08**

<b>Requests to write off overspends</b>	<b>Request £</b>	<b>Already approved under BMS £</b>	<b>Director</b>
<p><b><u>Children's Services</u></b></p> <p>Write-off non schools, non ISB overspend (this is the net balance of the Education Director i.e. Education Non schools, Youth &amp; Community and Arts). Every effort has been made to eliminate the over spend in 2007/8. The year end position is showing £241k over spend. We therefore request that this overspend is written off to reserves.</p> <p>In preparing our service plan for 2008-9 the directorate was unable to meet the savings targets included in the service planning process without significant adverse impact on service delivery. Any overspend carry forward will therefore have an adverse impact on services.</p>	241,000		AA
<p><b><u>Support Services</u></b></p> <p>This amount relates to the net overspend on support services. The Directorate generated an overspend in 2007/08 of £401k after absorbing two significant areas of cost that were outside of its direct control:</p> <ul style="list-style-type: none"> <li>• £370k due to the unfinanced costs of holding and selling assets in order to generate capital receipts to support corporate capital projects.</li> <li>• £305k due to the costs of restructuring senior management within the Directorate, including the interim Director arrangements during the period to the end of September 2007 and early retirement</li> </ul> <p>If these costs were excluded this would leave the Directorate £274k under budget on a gross budget of £48 Million.</p> <p>Overspends were generated in two service areas: Property and Facilities (£526k) and the Director (£360k). The overspend by Property and Facilities</p>	401,000		AP

was largely caused by the impact of the costs of holding and selling assets, whilst the overspend by the Director was caused by a combination of the costs of restructuring senior management and other corporate costs necessarily incurred during the interim arrangements. The net overspend is therefore recommended for write-off.			
<b>Improvement &amp; Performance</b> Payroll services: Inherited base budget shortfall. No mechanism identified to recover this cost from other services.	81,000		DT
<b>Total</b>	<b>723,000</b>	0	

This column lists the figures requested

This column indicates where figures are approved within the rules of BMS. If no figure it will need decision to approve it

**Appendix 4 (continued)**

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**Table 5 - For Decision - Carry forwards of overspends anticipated  
from 2007/08**

<b>Carry forward of overspends to be recovered in 2008/09 and subsequent years.</b>	<b>Amount to be requested and/or already approved – col 1 (£)</b>	<b>Amount Approved under BMS – col 2 (£)</b>	<b>Anticipated Period of Recovery (years)*</b>	<b>Director</b>
<b><u>Customer Services</u></b>				
Carry Forward of net outturn position for recovery over a period of two years, to be achieved from contractor claim and other service savings	575,000	575,000	2	PR
<b><u>Improvement &amp; Performance</u></b>				
Net Restructuring Costs: This treatment is consistent with latest corporate finance advice. Budget provision has been identified in 2008/09 budget for recovery in 1 year only (from 3 years available in budget management scheme).	34,000	34,000	1	DT
<b>TOTAL</b>	<b>609,000</b>	<b>609,000</b>		

This column lists the figures requested

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