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Rutland County Council

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Meeting: PEOPLE (ADULTS & HEALTH) SCRUTINY PANEL

Date and Time: Thursday, 18 February 2016 at 7.00 pm

Venue: COUNCIL CHAMBER, CATMOSE, OAKHAM,
RUTLAND, LE15 6HP

Clerk to the Panel: Corporate Support 01572 758311
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Helen Briggs
Chief Executive

A G E N D A

7) QUARTER 3 FINANCE MANAGEMENT REPORT

To receive Report No. 27/2016

(Pages 3 - 40)

8) QUARTER 3 PERFORMANCE MANAGEMENT REPORT

To receive Report No. 37/2016

(Pages 41 - 86)

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CABINET

16 February 2016

QUARTER 3 FINANCIAL MANAGEMENT REPORT

Report of the Director for Resources

Strategic Aim:	<i>Delivering Council Services within the Medium Term Financial Plan (MTFP)</i>		
Key Decision: Yes	Forward Plan Reference: FP/310715/03		
If not on Forward Plan:	Chief Executive Approved	N/A	
	Scrutiny Chair Approved	N/A	
Reason for Urgency:	N/A		
Exempt Information	No		
Cabinet Member(s) Responsible:	Councillor Terry King, Portfolio Holder for Resources		
Contact Officer(s):	Debbie Mogg, Director for Resources	Tel: 01572 758358 dmogg@rutland.gov.uk	
	Saverio Della Rocca, Assistant Director - Finance	Tel: 01572 758159 sdrocca@rutland.gov.uk	
Ward Councillors	N/A		

DECISION RECOMMENDATIONS

That Cabinet:

1. Note the 2015/16 revenue and capital outturn position as at Quarter 3.
2. Note the proposed transfers to/from earmarked reserves as shown in the table at Appendix 1, para 1.26 (to be finalised and agreed in the 2015/16 outturn).
3. Note that there are a number of functions which are forecast to be £25k overspent (highlighted in Appendices 3 to 5) but these forecast over spends can currently be contained within overall Directorate budgets.
4. Note that there are two functions (Homecare and Long Term Children's Social Care) which are forecast to be in excess of £100k over budget but overspends can be contained within the overall People Directorate budget as set out in Appendix 6.
5. Approve the transfer of £200k Better Care Fund Contingency to the Social Care Earmarked Reserve, Appendix 1 para 1.3.

- 6. Note that the MTFP has been updated since Q2 to reflect the impact of the Comprehensive Spending Review and Local Government Finance Settlement. Details can be found in the budget report 39/2016.
- 7. Approve Capital Programme budget carry forwards totalling £322k for projects to be completed in 16/17 as set out in para 2.3 – 2.6 of Appendix 1.

1 PURPOSE OF THE REPORT

1.1 To inform Cabinet and all Members of the full year forecast position as at Quarter 3 for 2015/16 and to alert them to issues that may impact on the Medium Term Financial Plan to enable them to maintain sound financial management of the Council’s operations.

2 BACKGROUND AND MAIN CONSIDERATIONS

2.1 The Council approved its 2015/16 budget in February 2015. This section provides some answers to questions that Members might ask about the budget. Members should note that the draft budget for 16/17 has been set taking into account the current forecast in 15/16.

	Key questions	Comments and where you can find out more
1	Are we on track to achieve overall budget (within a tolerance of 1%)?	The Q3 forecast revenue position is favourable in that the Council is forecasting a surplus of £490k compared to a budgeted deficit of £610k. The budget is split into functions within directorates. The financial performance of each function is shown in summary in Appendix 3 to 5. Further detail can be obtained in detailed workbooks via the Council website. http://www.rutland.gov.uk/council_and_democracy/council_budgets_and_spending.aspx
2	What changes have we made to the budget since it was approved?	Since Q2 no changes have been made.
3	Have we got any functions forecast to be overspent by £25k?	Yes, in total 8 out of 74 (7 out of 74 at Q2). There are two in excess of £100k (Homecare and Long Term Children’s Social Care). A detailed explanation is given in Appendix 6. Forecast over spends are currently contained with Directorate budgets.
4	Have we got any functions forecast to be underspent by £25k?	Yes, in total 22 out of 74 (17 out of 74 at Q2).
5	Will we achieve	Yes, the budget included service savings of £786k

	Key questions	Comments and where you can find out more
	savings built into the budget?	and £300k for PeopleFirst savings. As reported at Q2 these have been achieved.
6	Are there new pressures emerging?	Yes, but pressures quantified can be contained within overall budget.
7	Are we on track to achieve the overall capital budget?	There are slight delays on some projects. Section 2 of Appendix 1 gives further details.
8	Are there changes to the approved capital programme?	Yes, there has been some re-profiling of the capital programme. Para 2.2 in Appendix 1 gives a full breakdown of changes.
9	Have there been changes to the MTFP?	The MTFP has been updated as part of the budget setting process. The Budget Report (39/2016) gives full details of the changes since Quarter 2 and impact of the Comprehensive Spending Review and Local Government Finance Settlement.
10	Are we on track to receive our budgeted amount for New Homes Bonus (NHB) for 2017/18?	Yes, in the first quarter (the new homes bonus year runs from October to September) we have achieved 26% of the target (paras 3.4 – 3.6 of Appendix 1 give details).
11	Are we on target to achieve the Government estimate on Business Rates retention?	Yes, performance is in slightly better than MTFP expectations. To date there have been no significant appeals lost resulting in a loss of business rates income. Appendix 1 para 3.7 – 3.9 gives details.
12	Is the cost of the Local Council Tax Scheme (LCTS) within budget?	Yes, the LCTS scheme remains under budget (para 3.11 of Appendix 1 gives details).
13	Are we recovering our debts?	Yes, the debt level is down from the year end (para 4.1 of Appendix 1 gives details).

3 CONSULTATION

3.1 Formal consultation is not required for any decisions being sought in this report.

4 ALTERNATIVE OPTIONS

4.1 Cabinet is asked to approve the transfer of the unspent Better care Fund Contingency to earmarked reserves for use in future years to support unexpected demand fluctuations in Social Care Budgets. Cabinet could choose not to approve this transfer in which case, the general fund balance would increase by a further

£200k.

- 4.2 In respect of the Capital budget carry forwards, Cabinet are being asked to re-profile the budget rather than revise it. Cabinet could choose not to approve however, as the schemes are underway it is not the recommended option.

5 FINANCIAL IMPLICATIONS

- 5.1 The report highlights the impact of the forecast on the MTFP. This position has been reflected in the MTFP used as part of the budget setting process for 2016/17.

6 LEGAL AND GOVERNANCE CONSIDERATIONS

- 6.1 Where Directors wish to increase a functional budget by over £100k OR they anticipate that the overall Directorate budget is likely to be overspent (there is no de-minimis level) they must seek approval in advance from Cabinet or Council for a virement to cover any increase. There are two functions that falls into this category but no specific request has been made because the overspend can be contained within the overall directorate budget. These budgets have been rebased for 2016/17 so that the budget reflects expected demand.
- 6.2 The financial procedure rules (FPRs) state that capital budget carry forwards can be undertaken unless the Cabinet determines otherwise.
- 6.3 There are no legal implications arising from this report.

7 EQUALITY IMPACT ASSESSMENT

- 7.1 An Equality Impact Assessment (EqIA) has not been completed because the report does not represent the introduction of a new policy or service or a change / review to an existing policy or service.

8 COMMUNITY SAFETY IMPLICATIONS

- 8.1 There are no community safety implications.

9 HEALTH AND WELLBEING IMPLICATIONS

- 9.1 There are no health and wellbeing implications.

10 CONCLUSION AND SUMMARY OF REASONS FOR THE RECOMMENDATIONS

- 10.1 As the Council is required to make savings over the medium term, the Q3 position continues to be positive with the Council under budget.

11 BACKGROUND PAPERS

None

12 APPENDICES

Appendix 1	Quarterly Monitoring Report
Appendix 2A	Approved Budget Changes
Appendix 2B	Virements

Appendix 3	Peoples Directorate
Appendix 4	Places Directorate
Appendix 5	Resources Directorate
Appendix 6	Variances over £100k
Appendix 7	Capital

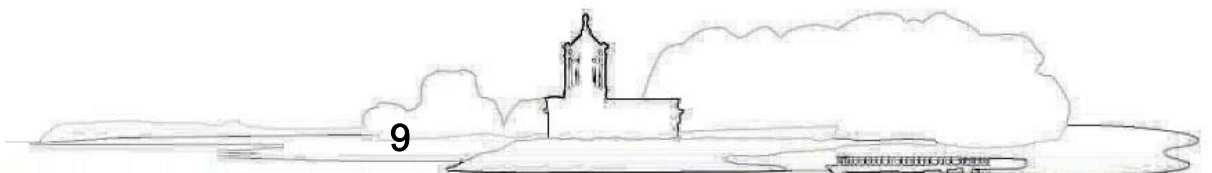
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Rutland County Council

Quarterly Monitoring Report Q3: 2015 – 16



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1. Revenue Monitoring

A The Budget – what is the current budget?

1.1 The current budget is that approved by Council/Cabinet as shown in the Quarter 2 Financial Management Report on 17th November 2015 (report No. 206/2015).

B Overall Position – are we on track to achieve budget?

1.2 The table in para 1.5 sets out the Council's forecast revenue outturn for 31 March 2016 as at the end of December (Quarter 3). Against the deficit budget of £610k, the Council is in overall terms £1,100k under budget. The Council's forecast is a surplus of £490k compared to £415k as reported at the end of September. This is a favourable position in light of the Medium Term Financial Plan requirement for savings to be made.

1.3 The position is better than that reported at Q2 by £75k because of various factors. The key points to note are:

- The budget includes a Better Care Together/Better Care Fund contingency of £200k to respond to increased demand in social care. Current forecasts would suggest that this funding is not required in 2015/16 and it is recommended that the unused funds be transferred to the social care earmarked reserves for future use;
- An increase in investment income of £22k from better interest rates;
- Net movements on forecasts (further underspends) of £485k compared to that reported at Q2 and is discussed in more detail in section C. Some of these under spends will be carried forward to earmarked reserves do not impact on the overall movement;
- Less funding being taken from earmarked reserves of 589k. This arises from additional transfers to reserves (e.g. Better Care Fund, BCF Contingency, Winter Maintenance, Changing Lives, Website Development, Agresso upgrade, Oakham Enterprise Park and Welland Market Towns); and
- Additional revenue contributions to capital of £41k. This arises from an additional £45k for the Catmose Car Park (report 177/2014) and a favourable position on the Museum Boiler replacement.

1.4 Members should note that the forecast of £32.8m is broadly consistent with the 2016/17 draft budget of £33.9m (assuming inflation is added).

1.5 The Revenue budget position at Q3 is as follows:

	Approved Budget	Revised Budget	Q1 Forecast Outturn	Q2 Forecast Outturn	Q3 Forecast Outturn	Latest Forecast Year End Variance
	£000	£000	£000	£000	£000	£000
People	15,651	15,980	15,904	15,634	15,512	(468)
Places	12,369	12,385	12,396	12,156	11,908	(478)
Resources	5,714	5,694	5,491	5,445	5,330	(364)
Directorate Totals	33,734	34,060	33,790	33,235	32,750	(1,310)
Fire Authority	75	0	0	0	0	0
Better Care Fund Contingency	0	200	200	200	0	(200)
Highways Saving	0	250	0	0	0	(250)
People First Saving	(300)	(17)	(200)	0	0	17
Net Cost of Services	33,509	34,492	33,790	33,435	32,750	(1,742)
Capital Financing	2,020	2,020	2,020	1,897	1,897	(123)
Interest Receivable	(116)	(116)	(176)	(225)	(247)	(131)
Net Operating Expenditure	35,412	36,396	35,633	35,107	34,400	(1,996)
Financing	(32,696)	(32,776)	(32,796)	(32,924)	(32,923)	(147)
Transfers to/(from) reserves	(1,167)	(1,676)	(1,586)	(1,263)	(674)	1,002
Revenue contributions to capital	880	520	686	520	561	41
Appropriations	(1,855)	(1,855)	(1,855)	(1,855)	(1,855)	0
(Surplus)/Deficit	575	610	82	(415)	(490)	(1,100)
General Fund 1 April 2015	(9,227)	(9,675)	(9,675)	(9,675)	(9,675)	0
General Fund 31 March 2016	(8,652)	(9,065)	(9,593)	(10,090)	(10,165)	(1,100)

C Directorate spend – what's the latest position at directorate level?

1.6 As agreed at Q1, due to the move to functional budgets and the impact this had on certain areas of the People Directorate, a rebasing exercise has been undertaken for the 2016/17 budget. This rebasing exercise has not been reflected within the 2015/16 budget.

- 1.7 Directorate budgets do not include any support service budgets. The support service recharge budgets will be allocated to services at the year-end in line with the actual costs for support services. This enables Members to monitor any over or under spends on support services throughout the year.
- 1.8 A full analysis of Directorate performance in respect of each function is provided in the accompanying Budget Excel file which is available on the Council website at:

http://www.rutland.gov.uk/council_and_democracy/council_budgets_and_spending.aspx

People Directorate

- 1.9 In overall terms, the People Directorate is under budget by £468k. There are however some big variances as shown in Appendix 3. Some of the variances only exist because the budget has not been rebased as explained in para 1.6. If the budget had been rebased the key variances to budget are as follows:

- An under spend on the Better Care Fund of £267k which is ring-fenced and will be transferred to reserves. The three key underspends arises from a joint CCG and Council led project on Crisis Response being £168k under spend due to delays in recruitment of staff, Programme Support and Joint Integrated Care Project underspends of £29k due to posts being vacant for part of the year and £21k for Community Agents etc;
- An under spend on staffing budgets within Adults and Health (non Ringfenced) and Childrens Services of £273k due to vacancies;
- An over spend on staffing budgets within Schools and Early years of £47k due to use of agency staff and professional consultants to cover vacant posts; and
- An over spend of £60k due to one complex case involving a child requiring a high cost residential/fostering placement.

- 1.10 At Q2, the Directorate was forecasting an underspend of £346k compared the Q3 forecast of £468k under, a movement of £122k in the forecast. The main movements in forecast are as follows:

- An increase in underspend on the Better Care Fund of £192k due to re-evaluation of likely spend on schemes including schemes managed by Health – previously forecast to budget;
- An increase in forecast spend on staffing budgets of £66k due to changes in assumptions on when new staff would be starting and the costs of the replacement psychology service are increasing owing to greater use of specialist support to match statutory demand.

- An increase in expenditure in the Fostering and Adoption Function as referred to in para 1.9.

Summary

1.11 Whilst the directorate has a number of overspends which exceed the £25k and two forecasts which exceed £100k, no formal request for budget changes are being made at this time as the overspends are contained within the overall Directorate budget. Whilst the directorate is not formally requesting an increase in funding at this time, Appendix 7 shows the position on Homecare which is £287k overspent and Childrens Social Care which is £103k overspent. The 2016/17 budget has been rebased accommodate the pressures on these budgets from under spends on other demand-led budgets.

Resources Directorate

1.12 The Resources Directorate is forecast to be £364k under budget, this is an increase in underspend from that reported at Q2 of £115k. The main reasons for the increase in forecast underspends are as follows:

- £30k in Customer Services Team due to the implementation of the website and Channel Shift project being deferred to 2016/17 and a reduction in forecast as a new Business Intelligence Manager is now unlikely to be in post in 15/16; and
- £65k in IT Operational Support being the net impact of £20k due to the website project and £60k for the implementation of an upgrade for Agresso (to be carried forward to 16/17) reduced by additional expenditure to support a software package of £15k.

1.13 No formal request for budget changes are being made as small overspends can be contained within the overall Directorate budget.

Places Directorate

1.14 In overall terms, the Places Directorate is under budget by £478k as shown in Appendix 4. This is an increase in underspend from that reported at Q2 of £248k. The key changes in forecast are as follows:

- Development Control is forecast to be a further £92k under budget due to increased income from planning applications. The forecast at Q2 was based on previous years' trend plus the inclusion of 5 large planning fees. Since Q2, the income received to date is up 30% compared to last year and therefore the forecast has increased;
- Public Protection is now forecasting to be underspent by £36k. This is due to a reduction in forecast spend on trading standards and the demand for fuel poverty initiatives (e.g. heating and energy insulation) being less than previously forecast;

- Winter Maintenance is now forecasting an underspend of £27k due to the mild weather conditions experienced this year and this will be transferred to the earmarked reserve to be used in future years;
- Planning Policy underspend has increased by £42k since Q2 due to lower than anticipated legal costs for Neighbourhood Plans;
- Commercial and Industrial Properties forecast overspend has reduced by £56k due to delays in completing building control compliance works at Oakham Enterprise Park. A budget carry forward of £73k is required to complete the works in 2016/17; and
- Home to School Transport underspend has reduced by £29k since that reported at Q2 due to additional students requiring SEN transport.

1.15 No formal request for budget change is being made as overspends can be contained within the overall Directorate budget.

D Approvals – in line with Financial Procedure Rules (FPRs), what requests for changes to budget are being made?

1.16 In line with the Financial Procedure Rules para 4.10, Appendix 2B includes a full list of budget virements between functional budgets undertaken by Directors since Q2.

1.17 Where Directors wish to increase a functional budget by over £100k or a budget is expected to be £100k overspent or they anticipate that the overall Directorate budget is likely to be overspent (there is no de-minimis level) they must seek approval in advance from Cabinet or Council for a virement to cover any increase or report retrospectively. This is particularly relevant for demand-led budgets or where the Council has a statutory responsibility to provide a service.

1.18 The table below summarises the overall position at the end of Q3:

Directorate	Within budget?	Ceilings >£25k overspent?	Requests for budget changes?
Places	Yes	Yes	No
Resources	Yes	No	No
People	Yes	Yes	No

1.19 In line with the above there are no requests for budget changes. However, in line with Financial Procedure Rules, as the People Directorate have forecasts which are projecting to be overspent by more than £100k, a detailed explanation of the current position is shown at Appendix 6.

E Fees and charges income – are key income budgets on target?

1.20 The Council collects a significant amount of income in areas such as car parking etc. The latest position, shown below, indicates that the overall income on key budgets will be exceeded:

Income Description	Current Budget £000	Q3 Forecast £000	Variance £000
Charging for Residential Accommodation	869	884	15
Parking Income	486	475	(11)
Rents from Business Units and Business Park	404	500	96
Fairer Charging income	335	266	(69)
Planning Fees	327	515	188
Building Regulations	188	136	(52)
Waste management - Sale of Recyclables	131	127	(4)
Registrars - Births, Marriages etc.	101	130	29
Active Rutland Hub	93	39	(54)
Licensing - Premises, Traders, Events etc.	76	86	10
Total	3,010	3,158	148

1.21 Residential care charging income can be volatile as it is based on caseload and the assessed package. The forecast is based on the current caseload and estimated weeks in care and is broadly on target.

1.22 The reduction in forecast on the Fairer Charging income is due to a combination of a reduction in numbers of individuals contributing higher amounts towards the cost of their care and new starters being assessed as having to make a small or no contribution.

1.23 Planning Fees are exceeding targets due to 5 large Planning Applications being received and forecast income exceeding last years trend by 30%.

1.24 Building Regulations income has reduced significantly due to increased competition in the market place.

1.25 Active Rutland Hub income forecast has decreased due to the budget being set based an ambitious business plan for year 1. Under achievement of income targets is mitigated by lower than anticipated running costs.

F Earmarked Reserves – how are we using reserves?

1.26 The transfers from Earmarked Reserves include transfers specifically to cover service expenditure that would otherwise be funded from the General Fund. The transfers to reserves show amounts included in the 2015/16 budget which managers intend (subject to approval at the year end) to carry forward to 2016/17.

	Ceiling	Balance	Planned	Forecast	Transfers	Balance
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Reserve	£'000	@ 1/4/15 £'000	Use 2015/16 £'000	usage Q3 £'000	to Reserve £'000	@ 31/3/16 £'000
Invest to Save	500	357	60	60	0	417
Internal Audit	Unlimited	5	0	0	14	19
Planning Delivery Grant	74	74	(35)	(25)	0	49
Welfare Reserve	150	130	(25)	(12)	0	118
Public Health Grant	Unlimited	559	(200)	(194)	0	365
Better Care Fund	Unlimited	17	0	0	267	284
Training	80	80	0	0	0	80
Social Care	750	999	(618)	(537)	200	662
Travel 4 Rutland	50	50	0	(25)	0	25
Insurance/Legal	200	100	0	0	0	100
Highways	300	297	(63)	(36)	27	288
National Non Domestic Rates	Unlimited	287	(287)	(287)	0	0
SEN Grant	Limited*	170	(63)	(63)	0	107
SEND Grant	Limited*	104	0	0	0	104
Digital Rutland	Limited to Funding	292	0	(25)	0	267
Tourism	Limited to Funding	68	(14)	(21)	0	47
Adoption Reform Grant	Limited*	57	0	0	0	57
Budget Carry Forwards		450	(395)	(249)	269	470
Committed Sums		322	(36)	(36)	0	286
Total Reserves		4,418	(1,676)	(1,450)	777	3,745
Actual net use					(673)	
Limited to grant received						

G Looking ahead – are there any other issues for 15/16?

1.27 The Government have made a grant available to local authorities to reimburse them for any expenditure incurred for the placement of hard to place children (those who have been waiting for more than 18 months). Should the Council deal with any children who meet this criteria then a claim will be made. To date, there have been no children who meet this criteria and so no claim has been made.

2. Capital Programme

A Overall Programme – are we on track to achieve our approved capital budget?

2.1 The following table sets out the position against the Capital Programme as at the end of December 2015, including the total approved project budget, forecasted expenditure to the end of the project and variances against budget.

Portfolio	Total Project Budget	Expenditure (Prior Years)	Budget 2015/16	Estimated Outturn 2015/16	Variance 2015/16	Projected Budget 2016/17	Total Project Expenditure	Total Project Variance
	£000	£000	£000	£000	£000	£000	£000	£000
Approved Projects								
People	921	3	918	918	0	0	921	0
Places	15,224	5,895	7,101	7,100	(1)	2,228	15,223	(1)
Resources	45	0	0	0	0	45	45	0
Total Approved	16,190	5,898	8,019	8,018	(1)	2,273	16,189	(1)

Portfolio	Budget 2015/16	Estimated Outturn 2015/16	Variance 2015/16	Projected Budget 2016/17
	£000	£000	£000	£000
Financed by:				
Grant	(6,433)	(6,434)	(1)	(916)
Prudential Borrowing	(257)	(255)	2	(1,103)
Capital Receipts	0	0	0	0
Revenue Contribution to Capital Outlay (RCCO)*	(566)	(561)	5	(180)
Oakham North Agreement	(214)	(214)	0	0
S106	(550)	(555)	(5)	(74)
Total Financing	(8,019)	(8,018)	1	(2,273)

*£566k includes £200k ASC Replacement System, £200k Castle Restoration, £60k Special Guardianship Order Requirement, £60k Museum Boiler Replacement, £45k Catmose Car Park and £1k Catmose Office Fire Alarm and Fire Escape.

B Approved programme – Are there changes to the approved programme?

2.2 The approved capital programme for Quarter 2 was £8.261m as per the Q2 Finance Report (206/2015). The table below shows that the programme during the third quarter of 2015/16 has decreased by £242k, therefore giving a revised capital programme of £8.019m. This reduction is shown within the following four areas:

- Approvals since Q2 Finance Report – these are projects which have been approved by Members since the quarter 2 budget was reported. Further details of the approval can be found using the report numbers associated with the projects;
- Adjustments – these are projects which have been re-profiling based on cabinet approval, grant conditions or retention contract clauses e.g amendments due to changes in grant conditions, for example schools no longer receiving funding after converting to Academy status; and
- Budget Carry Forward – these are projects that have been delayed.

An element of the capital programme is administered by the Capital Allocation Project Board (CAPB). In summary its role is to manage on behalf of the Council the schools works programme.

Portfolio	Project	Amount £000	Amount £000
Approved Capital Programme (Q2 Finance Report 206/2015)			8,261
Approvals Since Q2 Finance Report			
Places	Integrated Transport Block (ITB) (198/2015)	458	
Places	Catmose Car Park (177/2014)	45	
Total Approvals Since Q2 Finance Report			503
Adjustments (para 2.6)			
Places	Catmose Offices Fire Alarm/ Escape – 2.10	1	
Places	Pupil Place Planning (81/2015)	30	
Places	Devolved Formula Capital (Academy adj – 2.11)	(11)	
Total Adjustments			20
Budget Carry Forwards – Previously Presented to Cabinet			
Places	Integrated Transport Block (ITB) (198/2015)	(373)	
Total Budget Carry Forward – Previously Presented to Cabinet			(373)
Budget Carry Forwards – For Cabinet to Approve			
Places	Rutland Access Group (ITB) – Para 2.4	(10)	
Places	Public Transport Improvements (ITB) – Para 2.4	(5)	
Places	Design Costs (ITB – Para 2.4)	(40)	
Places	Sports Grant (Royce Ranger) – Para 2.5	(74)	
Places	Capital Allocation Project Board (CAPB) – Empingham CE Primary - Para 2.6	(69)	

Portfolio	Project	Amount £000	Amount £000
Places	CAPB – Exton CE Primary School - Para 2.6	(23)	
Places	CAPB – North Luffenham - Para 2.6	(60)	
Places	CAPB – Great Casterton C of E - Para 2.6	(25)	
Places	CAPB – Uppingham C of E Primary - Para 2.6	(16)	
Total Budget Carry Forward – For Cabinet to Approve			(322)
Budget Carry Forward – For Cabinet to note (Exact amount to be confirmed at Q4)			
Places	Highways – Bridges – Para 2.8	(50)	
Placed	Highways – Slurry Seal to Footways – Para 2.9	(20)	
Budget Carry Forward – For Cabinet to Note			(70)
Total Adjustments			(242)
Revised Capital Programme 2015/16			8,019

C Project progress – What is the current progress on capital projects?

Projects to be continued in 16/17 – Budget Carry Forwards requested

- 2.3 Budgets are requested to be carried forward into 2016/17 for some projects. The amounts to carry forward are known as no further work is expected on projects in 2015/16. In cases where budgets are carried forward, the overall value of the approved project is not increased.
- 2.4 Integrated Transport Block Funding - Cabinet has already approved a carry forward of £373k of funding (198/2015) into the new financial year. Further delays to the capital programme have been identified at Quarter 3. The carry forward of £55k of funding has been included within this report as no further work is expected.
- 2.5 Sport Grant (Royce Ranger) – The approved grant contribution of £74k for the modular club house at Royce Ranger has been postponed. The club has received approval from the County Football Association to upgrade the original plans to a brick- built modification and extension of the existing shower block of the showground. The club is currently seeking additional funding through grants and will contact the Council after further funding has been identified to ensure that the terms of the S106 are still met.
- 2.6 Capital Allocation Project Board – delays to the capital programmes for five schools have been identified, works are now expected to be completed in 2016/17. Total amount requested to be carried forward is £193k.

Projects to be continued in 16/17 – Budget Carry Forwards likely to be requested in Quarter 4

- 2.7 These are projects where budgets will be requested to be carried forward into 2016/17 but the amount is not certain as work has been delayed. In cases where budgets are carried forward, the overall value of the approved project is not increased.

- 2.8 Highways (Bridges and Slurry seals - hard wearing surfacing for pavement preservation) – due to weather conditions there has been a delay in the capital programmes.
- 2.9 There is one capital project that is underspending with no known further requirements for the funding. The Sports Grant capital programme was approved at £397k (80/2015) which left £103k of uncommitted funding. No new capital projects are expected for this financial year.

Project adjustments

- 2.10 Catmose Office Fire Alarm – A final retention payment for the replacement fire alarm system and fire escape at Catmose office. This was a 2013/14 capital programme (97/2013).
- 2.11 Develoved Formula Capital – The funding is for maintained schools to help support the capital needs of their buildings. The funding has been adjusted due to a number of schools converting to Academy status.

Major Project Progress

- 2.12 Capital Allocation Project Board (CAPB) - Three programmes from the 2014/15 carry forward requests have been identified as completed giving an underspend of £51k. The underspend has not been reflected in Q3 as a saving as the CAPB has delegated authority to manage the full allocation of the CAPB budget.
- 2.13 Capital Allocation Project Board (CAPB – Increased Capacity) – The approved capital project is to expand the schools at Uppingham, English Martyrs and Brook Hill. The works for Brooke Hill have been completed with the works at English Martyrs underway.
- 2.14 Uppingham Church of England Primary School – The classroom extension has been delayed pending the latest school intake figures for 2016/17 (Due by the end of January). The estimated outturn for 2015/16 relates to works to support the increase in capacity on future works e.g. Increase Capacity in Car Park.
- 2.15 The table below shows the estimated outturn on all three projects contained within report 81/2015. The need at Uppingham is being reviewed and an update will be provided at Q4 on the proposed use of the total underspend.

Project Number	Project Description	Budget 2015/16	Estimated Outturn	Variance
CH1087	Uppingham C of E Primary School	191,700	48,000	(143,700)
CH1088	English Martyrs Primary School	151,900	116,000	(35,900)
CH1056	Brooke Hill Academy	624,400	486,000	(138,400)
	Total CAPB – Increased capacity	968,000	650,000	(318,000)

- 2.16 Rutland Museum - The replacement boiler is expected to be completed by the end of January 2016. An estimate of £5k underspend is expected.

2.17 Catmose Car Park Extension – the capital project is estimated to overspend by £15k. The overspend will be funded with a contribution from the Highways Capital Programme. This has been completed under the delegated authority given within report 27/2016.

2.18 Appendix 7 includes a detailed breakdown of the capital projects and current forecast.

D Unallocated projects – what are we planning?

2.19 Currently the Council is holding capital funds that have not yet been allocated to a project. A breakdown of the funds held is shown in the table below.

Portfolio	Funding Held	Amount held at 31/03/15 £000	Grant Received 2015/16 £000	Allocated Grant £000	Amount Unallocated £000
People	ASC Unallocated Grant	(585)	(21)	314	(292)
People	Schools Targeted Capital	(149)	0	0	(149)
People	Basic Need	(1,597)	(506)	968	(1,135)
People	Capital Maint	(902)	(226)	516	(612)
People Total					(2,188)
Places	Highways Grant	(438)	(2,394)	2,736	(96)
Places	Rural Capital	(33)	0	0	(33)
Places Total					(129)
Other	S106	(1,720)	(325)	626	(1,419)
Other	Oakham North	0	(2,365)	812	(1,553)
Other Total					(2,972)
Total Capital Funding Available					(5,289)

3. Medium Term Financial Plan (MTFP)

A Overview - have there been changes since the budget?

3.1 The MTFP has been updated as part of the budget setting process. The Budget Report (39/2016) gives full details of the changes since Quarter 2 and impact of the Comprehensive Spending Review and Local Government Finance Settlement.

B New Homes Bonus – what is the latest position?

3.2 The NHB is a scheme aimed at encouraging local authorities to grant planning permission for the building of new houses, in return for additional revenue. It is based on the net increase in the number of dwellings (additions less demolitions), with extra bonus for affordable homes, empty homes brought back into use and local authority owned and managed gypsy site pitches. Each additional property attracts a grant equivalent to the national average council tax for that Band (approx. £1,450 for a Band D property). An additional £350 is received for each affordable home.

3.3 Central Government are consulting on reforms to the New Homes Bonus scheme, including means of sharpening the incentive to reward communities for additional homes and reducing the length of payments from six years to four years. Further details of the impact of these proposals can be found in the budget report (19/2016).

3.4 The NHB allocation for 2017/18 is based on performance achieved between October 2015 and September 2016.

New Homes Bonus (Council Tax Band)	Start position CTB1 Oct 2015	Actual Dec 2015	Movement from base
A	1,594	1,595	1
B	4,465	4,508	43
C	2,988	3,006	18
D	2,397	2,405	8
E	2,258	2,266	8
F	1,578	1,584	6
G	1,248	1,250	2
H	145	145	0
Properties	16,673	16,759	86
Empty Homes	179	200	(21)
Movement			65
Target			250
% achieved			26%

3.5 The spread of the properties completed to date would provide the Council with £90k New Homes Bonus Funding (excluding any affordable homes element) this represents 20% of the budget for 2017/18 (£449k).

3.6 There are an additional 48 properties with the Valuation Office Agency (VOA) awaiting banding. Including these in the rating list would bring the movement to 113 which translates to 45% of the target.

C Retained Business Rates (RBR) Monitoring – is our RBR retention forecast realistic?

3.7 Under the RBR scheme the Council retains a proportion of the total RBR received. RCC share is 49% with the remainder paid to Central Government (50% share) and The Leicestershire Fire Authority (1% share).

3.8 The only impact the performance of the collection fund will have on 2015/16 is that any additional growth will be levied and is payable in the financial year the growth occurs. The table below shows the current forecast against the MTFP position and the levy payable. The table shows that the Council is on course to be liable for a levy of £90k which will be payable in 2015/16. The performance of the collection fund is largely in line with expectations; however, more statutory reliefs have been given out than anticipated. The Council is partly refunded for these losses through the award of Section 31 grants.

	Business Rates Retention	Q2 Forecast £000	Q3 Forecast £000
	Net yield	10,117	10,474
	Government share (50%)	5,059	5,237
	Fire Authority share (1%)	101	101
	RCC share of Retained Rates (49%)	4,957	5,132
	(Less Tariff)	(790)	(790)
	Section 31 Grants (compensation for loss of rates)	425	368
A	RCC RBR – Tariff plus S31	4,592	4,710
B	RCC Funding Baseline	4,043	4,043
C	Levy Rate	16.3%	16.3%
D	Less Levy (A-B)*C	(90)	(109)
E	Share of Previous Deficit	(294)	(294)
	Net RCC Retained Business Rates (A-D-E)	4,208	4,307

3.9 The retained business rates forecast of £4.307m is higher than the MTFP position of £4.250m. Any Surplus / deficit on business rates will be paid in 2016/17. Budget report 39/2016 contains an update on the business rate projections for 2016/17.

D Council Tax and Council Tax Benefit – are we on budget?

3.10 Council Tax represents 60% of the total income the Council receives, and even slight fluctuations can have a significant impact on the General Fund balance. For that reason the position on Council Tax is monitored closely. There are a variety of movements that can affect the Council Tax Collection Fund Balance, including additional Council Tax Support claims; fluctuations

in the council tax base (e.g. number of properties the Council bills); and write offs.

3.11 The table below shows the expected outturn on council tax taking into account known changes.

Area	Annual Billing £000	Q2 Forecast £000	Q3 Forecast £000
Annual Debit	26,139	26,139	26,139
Adjustments to Annual Debit	-	126	210
Council Tax Support	(1,356)	(1,338)	(1,340)
Gross Income from Council Tax	24,783	24,927	25,009
Total Demands and Precepts	(24,723)	(24,723)	(24,723)
Bad Debt Provision and Write Offs	(60)	(60)	(27)
Total expenditure	(24,783)	(24,783)	(24,750)
Estimated surplus/(deficit) for 15/16	0	144	259
Actual Surplus/(Deficit) Brought Forward from 14/15	28	28	28
Estimated Surplus/(Deficit) 31/03/2016	28	172	287
RCC share*(based on Council's share of total demands and precepts)	24	149	248

3.12 The performance of the Collection Fund is outperforming the MTFP position this will result in the Council being able to declare a surplus to be shared in 2016/17. The main reason for the increase is that the Council has more properties being billed for council than it predicted. The spend on Council tax support is in line with budget.

3.13 The Council put £50k into a Discretionary Hardship Fund to support those who need additional support paying their council tax. The latest position is shown below. The number of awards is slightly lower than this time last year.

Hardship Fund	2014/15 Outturn	Q2 Actual	Q3 Actual
Number of applications	214	101	151
Number awarded	172	62	105
Number of appeals (won)	1	0	1
Value of awards (£000)	24	5	16
Budget remaining (£000)	76	45	34

4. Financial Performance

A Debtors – are we recovering our debts?

- 4.1 The Council's aged debt position shows an increase in debts outstanding from the previous quarter, with particular reference to the 0-30 day range. The long term debt position has stayed largely in line with the previous quarter, Overall performance is significantly better than 2014/15.

Aged debt	Q4 2014/15 £000	Q2 £000	Q3 £000
0-30 days	1,084	398	559
31-60 days	20	22	98
61-90 days	177	88	83
> 91days	828	184	194
Deferred Payments	202	192	263
Total	2,311	884	1,197
By Directorate			
People	1,836	534	629
Places	266	331	518
Resources	209	19	50
Total	2,311	884	1,197
By Recovery Rating			
Red	4	13	8
Amber	321	259	269
Green	1,986	612	920
Total	2,311	884	1,197

B Investment Income – is our return on investments as expected?

- 4.2 In the third quarter, the Council's average interest rate received on investments has been 0.71% (Q2 0.71%) on an average investment balance of £30.822m (Q2 £27.077m).
- 4.3 The rate achieved is above the 3 month British pound sterling (GBP) LIBOR interest rate - the average interest rate at which a selection of banks in London are prepared to lend to one another in British pounds with a maturity of 3 months – of 0.59%.
- 4.4 The budgeted interest for 2015/16 was £116k. The Council is currently forecasting investment income at being £207k (Q2 £185k). The increase on the forecast is due to the receipt of Oakham North S106 and the ability to invest longer term than anticipated. The table overleaf shows the current investments held.
- 4.5 In addition to the forecast of £207k above, the administrators of Heritable Bank paid a further dividend in August 2015 of £40,385 increasing the balance paid to date to 98% of the amount outstanding.

Investment Number	Amount Invested	Interest Rate	Date Invested	Maturity Date	Number of Days
Banks - UK					
1	1,000,000	1.00%	01-Apr-15	30-Mar-16	364
2	1,000,000	1.00%	01-Apr-15	30-Mar-16	364
3	1,000,000	0.92%	01-Apr-15	30-Mar-16	364
4	1,000,000	0.92%	14-Apr-15	12-Apr-16	364
5	1,000,000	0.98%	01-Jun-15	31-May-16	365
6	1,000,000	1.00%	08-Jun-15	06-Jun-16	364
7	1,000,000	1.00%	29-Jul-15	27-Jul-16	364
8	1,000,000	1.00%	29-Jul-15	27-Jul-16	364
9	1,000,000	0.74%	31-Jul-15	09-Feb-16	193
10	1,000,000	0.70%	18-Aug-15	16-Feb-16	182
Banks -Overseas					
11	1,000,000	0.61%	15-Jul-15	19-Jan-16	188
12	1,000,000	0.61%	01-Sep-15	01-Mar-16	182
Building Societies					
13	1,000,000	0.70%	14-Jul-15	12-Jan-16	182
14	1,000,000	0.70%	21-Jul-15	19-Jan-16	182
15	1,000,000	0.72%	29-Jul-15	02-Feb-16	188
16	1,000,000	0.66%	10-Sep-15	10-Mar-16	182
17	1,000,000	0.60%	11-Sep-15	15-Mar-16	186
18	1,000,000	0.47%	05-Oct-15	05-Jan-16	92
19	1,000,000	0.70%	06-Oct-15	05-Apr-16	182
20	1,000,000	0.70%	13-Oct-15	12-Apr-16	182
21	1,000,000	0.60%	23-Oct-15	22-Apr-16	182
22	1,000,000	0.55%	02-Nov-15	01-Mar-16	120
23	1,000,000	0.61%	10-Nov-15	10-May-16	182
24	1,000,000	0.66%	17-Nov-15	17-May-16	182
25	1,000,000	0.72%	24-Nov-15	24-May-16	182
26	1,000,000	0.53%	21-Dec-15	21-Mar-16	91
27	1,000,000	0.76%	22-Dec-15	22-Jun-16	183
Money Market Funds					
28	2,939,220	0.40%	Instant Access		
29	1,951,354	0.44%	Instant Access		
30	1,000	0.43%	Instant Access		
Total	31,891,574				

C VAT Partial Exemption – Are the Council within the 5% Limit?

4.6 The Council makes a number of supplies that have different VAT liabilities. There are taxable supplies which have VAT charged at the zero, reduced (5%) or standard rate (20%). Also, there are non-business and exempt supplies on which no VAT is charged. The VAT charged to our customers on our supplies is referred to as output tax. VAT on purchases is referred to as input tax. Output tax is paid to HM Revenue and Customs (HMRC) and input tax is claimed back under certain rules.

- 4.7 HMRC require local authorities to complete the partial exemption calculation every year to show how much of the input tax that they have claimed back in the year relates to the exempt supplies they have made. There is a de minimis limit set, whereby if the amount of input tax that relates to making exempt supplies is below that the Council is entitled to keep that exempt input tax (which has already been reclaimed during the year). However, if the limit is exceeded, all input tax that has been reclaimed in relation to exempt supplies would have to be repaid to HMRC. The de-minimis limit is 5% of the total input tax that was reclaimed in the year.
- 4.8 This calculation has been completed and the Council are below the 5% limit, as demonstrated in the table below.

VAT Partial Exemption as at 31/12/15	2015/16 £000
Total Input VAT (a)	2,344
5% Limit (b = a*5%)	117
Total amount of exempt VAT reclaimed	103
Percentage used	4.39%
Headroom (VAT)	14

Appendix 2A: Approved budget changes

This Appendix shows changes to functional budgets and other budget changes. In accordance with FPR's, Cabinet can approve virements in any functional budget of up to £250k in any one year to a cumulative value of £500k across all functions. Changes above £500k must be approved by Council on a recommendation from Cabinet. In approving requests, Cabinet or Council may agree the use of earmarked reserves (ER), use the General Fund (GF) or make virements between directorates.

For the purposes of the rules, Cabinet is allowed to use earmarked reserves (approved by Council) in an unlimited way as long as they are used for their intended purpose and is allowed to carry forward unused budget from one period to the next so use of these reserves are not counted against the delegated limit for functional budget changes and are therefore shown separately (Cabinet Other).

Description	Source of Funding	Net Cost of Services £'000	Capital Financing £'000	Funding £'000	Transfer to/(from) Reserves £'000	Spend on Capital £'000	(Surplus)/ Deficit £'000	Cabinet* £500k Limit £'000	Cabinet Other £'000	Council £'000	Ch Exec. s151 Officer £'000
Changes already made											
Approved Budget		33,509	1,904	(34,550)	(1,167)	880	576				
Approved Budget at Q1 (153/2015)		34,286	1,904	(34,550)	(2,265)	1,151	525	25	1,098	0	(75)
Approved Budget at Q2 (206/2015)		34,492	1,904	(34,630)	(1,676)	520	610	110	978	0	(75)

Appendix 2B: Virements

This Appendix shows virements made in accordance with para 4.10 of the Financial Procedure Rules by Directors and the Chief Executive/Section 151 Officer. As this is the first year of the new functional budgets, some of the changes involve realigning budgets for functional purposes.

Function	Current Ceiling	Revised	Movement	Reason
Schools and Early Years	£911,300	£945,800	£34,500	One staff member budget moved from one function to another as part of restructure
Childrens Social Care	£560,900	£526,400	(£34,500)	
Adult Social Care Assessments, reviews etc	£200,400	£850,200	£17,000	Transfer of Health and Social Care Protocol budget between functions to reflect management responsibility
Safeguarding	£189,000	£172,000	(£17,000)	
Lights, Barriers & Traffic Signals	£264,100	£254,100	(£10,000)	Barrier maintenance surplus transferred to Road Maintenance to upgrade zebra crossings
Road Maintenance	£1,001,500	£1,010,500	£10,000	
Corporate Support Services	£496,300	£481,300	(£15,000)	A one off transfer of £15k has been made from Corporate Support Services to IT Operational Support to support a new software package.
Information Technology	£1,564,000	£1,579,000	£15,000	

Appendix 3: People Budget Monitoring Summary

Function	Outturn 2014/15	Budget	Revised Budget	Q1 Forecast	Q2 Forecast	Q3 Forecast	Variance
Directorate Management Costs	1,010,377	757,800	972,800	972,800	972,700	972,700	(100)
Public Health	(211,861)	0	200,000	0	199,000	193,700	(6,300)
BCF Programme Support	63,000	50,000	50,000	41,700	38,100	37,400	(12,600)
BCF Community Agents	14,200	200,000	200,000	189,000	189,000	178,500	(21,500)
BCF Supporting Independence	80,152	1,623,000	1,623,000	1,623,000	1,590,000	1,406,900	(216,100)
BCF Adult Social Care	71,360	173,000	173,000	166,600	154,000	156,700	(16,300)
Adults and Health (Ringfenced)	16,851	2,046,000	2,246,000	2,020,300	2,170,100	1,973,200	(272,800)
Non BCF Care Bill Transformation Programme	491,307	179,800	220,800	218,600	207,900	177,900	(42,900)
Non BCF Contract and Procurement	486,730	641,900	617,800	570,400	513,500	470,100	(147,700)
Community Support - Learning Disabilities	698,889	761,400	727,500	720,700	703,100	717,500	(10,000)
Non BCF Supporting Independence	1,006,609	620,100	690,400	621,100	540,900	521,200	(169,200)
Adult Social Care Direct Payments	757,499	879,400	879,400	823,400	714,700	709,100	(170,300)
Adult Social Care Home Care	856,541	773,100	773,100	1,035,600	1,056,900	1,060,400	287,300
Adult Social Care Residential & Nursing Care	2,399,487	2,798,900	2,868,600	2,794,000	2,727,400	2,769,500	(99,100)
Adult Social Care Day Care	170,236	147,600	172,000	196,300	196,300	196,400	24,400
Adult Social Care Assessments, reviews and other costs	960,185	1,003,600	850,200	911,700	863,100	862,800	12,600
Adults and Health (Non Ringfenced)	7,827,484	7,805,800	7,799,800	7,891,800	7,523,800	7,484,900	(314,900)
Childrens Disabilities Direct Payments	47,586	58,800	58,800	53,800	55,300	56,700	(2,100)
Childrens Disabilities Residential & Nursing Care	111,953	101,000	101,000	148,200	148,200	148,200	47,200
Childrens Disabilities Assessments, reviews and other costs	355,167	384,300	384,300	436,800	419,500	376,600	(7,700)
Safeguarding	151,060	178,000	172,000	129,900	139,200	153,600	(18,400)
Childrens & Adults Duty Social Care	259,782	501,400	527,400	535,800	506,600	523,600	(3,800)
Long Term Childrens Social Care	651,666	560,900	526,400	622,600	614,700	629,800	103,400
0-11 Early Intervention, CAF & Changing Lives	549,809	552,700	542,700	547,200	539,100	493,300	(49,400)

Function	Outturn 2014/15	Budget	Revised Budget	Q1 Forecast	Q2 Forecast	Q3 Forecast	Variance
11-19 Early Intervention	436,402	547,000	485,400	443,000	401,800	420,700	(64,700)
Fostering and Adoption	1,280,870	1,218,000	1,218,000	1,189,300	1,236,000	1,316,700	98,700
Childrens	3,844,296	4,102,100	4,016,000	4,106,600	4,060,400	4,119,200	103,200
Schools and Early Years	790,984	851,300	945,800	866,700	913,000	963,200	17,400
Rutland Adult Learning and Skills Service (RALSS)	62	0	0	(7,800)	(5,900)	(900)	(900)
Learning and Skills	791,046	851,300	945,800	858,900	907,100	962,300	16,500
Total People - GF (Ringfenced)	16,851	2,046,000	2,246,000	2,020,300	2,170,100	1,973,200	(272,800)
Total People - GF (Non Ringfenced)	13,473,202	13,517,000	13,734,400	13,830,100	13,464,000	13,539,100	(195,300)
Total People – GF	13,490,053	15,563,000	15,980,400	15,850,400	15,634,100	15,512,300	(468,100)
Schools Dedicated Schools Grant (DSG)	(283,377)	0	0	(209,000)	(10,700)	(109,300)	(109,300)
Total People (Including DSG)	13,206,676	15,563,000	15,980,400	15,641,400	15,623,400	15,403,000	(577,400)

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Appendix 4: Places Budget Monitoring Summary

Function	Outturn 2014/15	Budget 2015/16	Revised Budget	Q1 Forecast	Q2 Forecast	Q3 Forecast	Variance
Directorate Management Costs	177,840	179,800	179,800	184,300	188,500	188,500	8,700
Development Control	122,089	211,600	211,600	66,600	69,300	(22,300)	(233,900)
Drainage & Structures	186,465	157,400	168,000	168,000	168,000	161,000	(7,000)
Emergency Planning	28,263	28,500	28,500	28,200	28,200	28,200	(300)
Environmental Maintenance	1,138,128	1,157,300	1,172,300	1,158,200	1,168,800	1,170,000	(2,300)
Forestry Maintenance	114,169	106,800	106,800	106,700	106,700	106,700	(100)
Highways Capital Charges	1,158,652	1,158,600	1,158,600	1,158,600	1,158,600	1,158,600	0
Highways Management	79,241	210,400	210,400	180,300	195,700	180,300	(30,100)
Home to School Transport	1,351,651	1,329,800	1,363,700	1,337,400	1,328,300	1,357,300	(6,400)
Lights Barriers Traffic Signals	214,317	264,100	254,100	255,600	254,900	244,900	(9,200)
Parking	(273,640)	(241,700)	(241,700)	(252,700)	(236,000)	(244,300)	(2,600)
Pool Cars & Car Hire	97,863	104,300	104,300	104,300	94,500	92,400	(11,900)
Public Protection	415,106	387,200	415,200	421,800	419,000	379,200	(36,000)
Public Rights of Way	114,383	117,600	117,600	117,200	115,300	115,800	(1,800)
Public Transport	788,041	833,400	833,400	808,600	807,800	799,200	(34,200)
Road Maintenance	1,359,226	1,219,100	1,011,500	1,250,000	1,000,600	1,010,600	(900)
Transport Management	314,983	367,600	455,200	435,200	395,200	397,100	(58,100)
Waste Management	2,036,878	2,077,300	2,077,300	2,073,600	2,117,800	2,142,000	64,700
Winter Maintenance	266,594	262,300	262,300	262,300	262,300	235,000	(27,300)
Crime Prevention	149,900	156,200	156,200	154,600	128,300	143,900	(12,300)
Environment, Planning and Transport	9,662,309	9,907,800	9,865,300	9,834,500	9,583,300	9,455,600	(409,700)

Function	Outturn 2014/15	Budget 2015/16	Revised Budget	Q1 Forecast	Q2 Forecast	Q3 Forecast	Variance
Planning Policy	329,731	350,000	410,400	402,200	399,300	357,500	(52,900)
Housing	66,373	73,800	106,000	135,800	96,500	104,400	(1,600)
Tourism	6,844	13,600	13,600	12,500	16,200	20,900	7,300
Health & Safety	34,071	36,200	36,200	36,100	36,000	36,000	(200)
Property Services	909,513	897,700	902,700	905,900	899,100	887,900	(14,800)
Building Control	(23,257)	(28,200)	(28,200)	(28,100)	6,700	5,200	33,400
Commercial & Industrial Properties	(42,166)	(162,600)	(162,600)	(163,400)	(80,700)	(136,900)	25,700
Economic Development	207,243	163,200	163,200	125,100	105,400	110,000	(53,200)
Culture & Registration Services	79,797	90,000	90,000	80,500	79,500	72,600	(17,400)
Libraries	383,363	436,400	446,400	448,700	447,100	444,200	(2,200)
Museum Services	308,847	343,100	343,100	345,000	343,900	342,200	(900)
Sports & Leisure Services	131,825	110,700	19,200	108,300	35,000	19,400	200
Development and Economy	2,392,184	2,323,900	2,340,000	2,408,600	2,384,000	2,263,400	(76,600)
Total Places	12,232,333	12,411,500	12,385,100	12,427,400	12,155,800	11,907,500	(477,600)

Appendix 5: Resources Budget Monitoring Summary

Function	Outturn 2014/15	Budget 2015/16	Revised Budget	Q1 Forecast	Q2 Forecast	Q3 Forecast	Variance
Chief Executives Office	255,011	335,000	345,000	325,500	313,800	276,200	(68,800)
Directorate Management Costs	188,786	190,100	190,100	190,000	196,400	201,900	11,800
Corporate Costs	152,351	155,700	155,700	156,500	155,800	146,800	(8,900)
Pensions	222,751	220,000	220,000	214,700	214,700	222,300	2,300
Audit Services	202,916	155,000	155,000	155,300	157,900	148,200	(6,800)
Insurance	174,638	173,600	198,600	193,600	195,800	196,800	(1,800)
Accountancy & Finance	590,429	612,800	625,800	617,100	629,900	625,600	(200)
Information Technology	1,324,756	1,525,000	1,579,000	1,565,500	1,484,100	1,440,900	(138,100)
Corporate Support Services	444,659	475,600	481,300	472,000	480,100	465,400	(15,900)
Members Services	194,525	205,700	209,700	209,700	209,700	200,400	(9,300)
Customer Services Team	141,879	223,500	253,500	248,100	242,400	207,000	(46,500)
Elections	80,146	46,900	46,900	25,600	33,100	35,000	(11,900)
Legal & Governance	432,148	346,400	346,400	346,600	346,400	378,100	31,700
Human Resources	383,051	412,900	422,900	418,800	433,700	433,100	10,200
Revenues & Benefits	116,616	379,200	389,200	332,700	314,600	317,600	(71,600)
Financial Support	41,297	75,000	75,000	40,000	37,100	35,000	(40,000)
Total Resources	4,945,959	5,532,400	5,694,100	5,511,700	5,445,500	5,330,300	(363,800)

Appendix 6: Adverse variances over £100k

This Annex shows requests for increases in budget ceilings where existing forecasts predict that budgets will be overspent or an explanation of the current position.

Directorate	People
Function	Homecare
Budget	£773,100
Forecast	£1,060,400
Amount requested	£Nil
Source of funding requested	N/A
Rationale	<p>Home care in older people is significantly overspent as reviews of individual assessments have resulted in increased chargeable hours despite the number of clients reducing. This is in line with the policy of keeping people at home as long as possible. The actual number of service users has decreased from 74 to 63 as the Council has tried as far as possible to signpost clients to other services. The average number of hours per service user has increased from 10 to 15 (total chargeable hours 923 per week) as the Council is dealing with more complex cases.</p> <p>Also, there is a pressure against Learning Disabilities due to a young person moving into the area requiring a substantial level of support. Some of this overspend could be offset by rebasing the budgets to better reflect the new functional budget management arrangement.</p> <p>Fairer Charging income is forecast to be below budget due to lower numbers of service users meeting the fairer charging thresholds. However, the Head of Service is reviewing the charges to ensure that income is being optimised wherever possible.</p> <p>The 2016/17 proposed budget is £1,007,000</p>
Please explain why existing directorate budget can/cannot accommodate cost	<p>As the Directorate as a whole is forecasting an under spend, and a review and rebasing of budgets will be undertaken for 2016/17, a request for additional resources is not being sought at this time.</p>

Directorate	People
Function	Long Term Children's Social Care
Budget	£526,400
Forecast	£629,800
Amount requested	£Nil
Source of funding requested	N/A
Rationale	<p>Forecasted spend on this budget overall has increased by £15k between Q2 and Q3, taking the budget to a projected overspend of £103k. The change in projected spend between quarters arises from the continued need to utilise agency social work and management staff: the recruitment campaign, whilst generally successful, has not delivered staff for a small number of posts and has also had to fund some retention payments for existing staff. In addition, the council has had to carry some unexpected costs associated with Asylum Seeking young people who are not covered by grant arrangements and some additional legal fees to include a review of all Public Law Outline proceedings.</p> <p>The 2016/17 proposed budget is £596,300</p>
Please explain why existing directorate budget can/cannot accommodate cost	<p>As the Directorate as a whole is forecasting an under spend, and as recruitment to vacant posts is continuing, a request for additional resources is not being sought at this time.</p>

Appendix 7: Detailed Capital Programme

Directorate	Project Number	Project Description	Total Project Budget	Total Project Expenditure	Variance	Total Budget 2015/16	Committed Expenditure	Estimated Outturn	Variance 2015/16
People	CB1005	Devolved Formula	42,973	42,964	(9)	42,973	32,223	42,964	(9)
People	CD1000	Disabled Facilities Grants	210,000	210,000	0	210,000	130,264	210,000	0
People	CD1011	Autism Innovation	18,500	18,200	(300)	15,000	8,576	15,000	0
People	CD1013	ASC System Replace	590,000	590,000	0	590,000	497,139	590,000	0
People	CD1015	Special Guardianship	60,000	60,000	0	60,000	30,000	60,000	0
Total People Capital Programme			921,473	921,164	(309)	917,973	698,202	917,964	(9)
Places	CH1038	Digital Rutland	2,670,000	2,670,264	264	80,000	67,320	80,000	0
Places	CH1058	Oakham Enterprise Park	3,482,500	3,480,947	(1,553)	177,000	175,447	175,447	(1,553)
Places	CAPB1	CAPB	1,279,321	1,280,579	1,258	328,300	57,456	328,300	0
Places	CAPB - IC	CAPB-Increase Capacity	1,109,700	1,109,677	(23)	968,000	447,046	968,000	0
Places	HCP 15/16	Highways 2015/16	2,044,000	2,029,000	(15,000)	1,974,000	1,623,188	1,959,000	(15,000)
Places	HCP	Highways 2014/15	234,000	234,000	0	234,000	32,904	234,000	0
Places	CE1117	Catmose Car Park	45,000	60,000	15,000	45,000	60,000	60,000	15,000
Places	CE1041	Integrated Transport ITB	458,000	458,000	0	30,000	0	30,000	0
Places	CG1005	Library Capital Project	33,000	33,048	48	12,000	1,632	12,000	0
Places	CH1077	Active Rutland Hub	769,000	768,506	(494)	247,000	242,405	247,000	0
Places	CX1084	Sports Grants	500,000	500,000	0	426,000	283,352	426,000	0
Places	CG1004	Oakham Castle	2,400,100	2,400,136	36	2,380,600	1,455,854	2,380,600	0
Places	CG1006	Rutland Museum	60,000	55,000	(5,000)	60,000	44,331	55,000	(5,000)
Places	CD1005	Replacement CCTV	138,000	143,000	5,000	138,000	135,000	143,000	5,000
Places	CH1062	Catmose Fire Works	1,178	1,178	0	1,178	1,178	1,178	0
Total Places Capital Programme			15,223,799	15,223,335	(464)	7,101,078	4,627,113	7,099,525	(1,553)
Total Capital Programme			16,145,272	16,144,499	(773)	8,019,051	5,325,315	8,017,489	(1,562)

A large print version of this document is available on request



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CABINET

16th February 2016

Performance Management Report – Quarter 3 2015/16

Report of the Chief Executive

Strategic Aim:	All	
Key Decision: No	Forward Plan Reference: FP/310715/02	
Exempt Information	No	
Cabinet Member(s) Responsible:	Cllr Terry King, Deputy Leader of the Council	
Contact Officer(s):	Jason Haynes, Performance and Application Support Team Manager	Tel: 01572 720962 jhaynes@rutland.gov.uk
	Helen Briggs, Chief Executive	Tel: 01572 758201 hbriggs@rutland.gov.uk

DECISION RECOMMENDATIONS

That Cabinet:

1. Notes the overall position in relation to performance for the third quarter of 2015/16 and the actions being taken to address areas of underperformance.

1. PURPOSE OF THE REPORT

- 1.1 To report to Cabinet on the Council's performance for the third quarter of 2015/16.

2. BACKGROUND AND MAIN CONSIDERATIONS

- 2.1 This is the third quarterly Corporate Performance Management report of 2015/16, highlighting performance for the year to date. It is intended to update Cabinet in performance:

- Against our strategic aims and objectives;
- Of the Customer Services team;
- On the sickness absence targets; and
- On Safeguarding

It is also intended to provide an update on a number of projects that the Authority is involved in delivering; this information is provided in the Project Update appendix to the report (**Appendix E**)

3. OVERALL SUMMARY

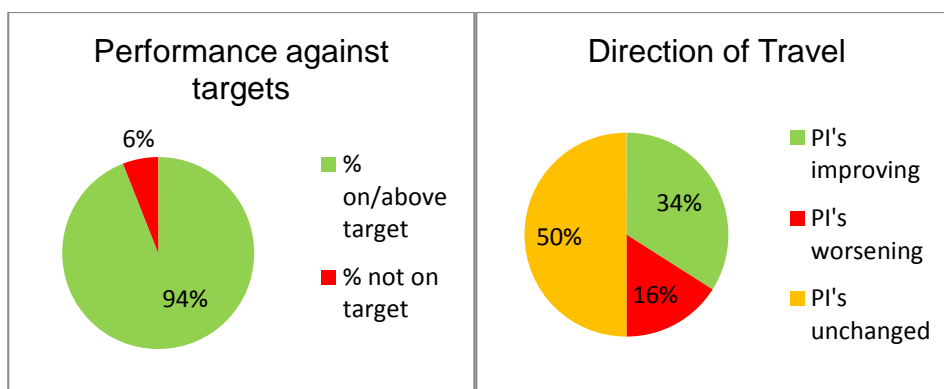
3.1 This report brings together an update on progress across a number of areas:

Performance against our Corporate Aims and Objectives

3.2 **Appendix A** contains detailed information on the Council's performance in relation to a number of local and statutory indicators covering the Council's Aims and Objectives, summarised below.

Overall Performance Summary

The performance against targets graph represents how many indicators are currently above and below target. 94% of indicators are on/above target in Quarter 3. This will be monitored throughout 2015/16 to show direction of travel through the year.



Corporate Health

3.3 344 Freedom of Information requests were received during Quarter 3, and 99% of them were answered within the 20 day deadline (LI004 % of FOI requests replied to within 20 days). A further improvement on performance compared to previous months with only 4 (1%) of the total of FOI's received not being completed on time.

Quarter	No of FOI Requests	Completed on time	Quarter %	Cumulative %
3 15/16	344	340	99	97
2 15/16	345	338	98	96.5
1 15/16	392	373	95	95
4 14/15	382	367	96	95
3 14/15	240	224	93	92
2 14/15	244	224	91	91

The FOI's received during Quarter 3 can be broken down as follows:

Directorate	Number of FOI's	Number/% over 20 day deadline	
People	65	3	4.6%
Resources	98	0	0%
Places (Inc. Land Charges)	181	1	0.5%

Delivering Council Services within our MTFP

Q2	8	0	3
Q3	9	0	2

- 3.4 So far during 2015/16, 45 meetings have been held (with 18 held during Quarter 2), all agendas (LI031) and draft minutes (LI032) have been published on time for these meetings.

120 complaints have been received so far during 2015/16, with 83 (69%) responded to within 10 days. 75% of complaints were responded to within timescales during Quarter 3 which is an improvement on the previous quarter (59%) and further work is being done to improve the response rate in the future, including ensuring those dealing with complaints remember to promptly notify the Governance team which complaints are responded to, and also putting arrangements in place to make it easier for extensions to be arranged with customers where applicable. The stage 1 complaints received can be broken down as follows:

	Places	Resources	People*
Stage 1 Total	19	2	11*
Number exceeding 10 day response target	5	0	3*
% within 10 day response target	74%	100%	73%*

*Peoples Directorate stage 1 complaints follow a separate social care protocol

7 of these complaints were escalated to stage 2, with only 1 exceeding the 10 day response target.

	Places	Resources	People*
Stage 2 Total	5	0	2*
Number exceeding 10 day response target	1	n/a	0*
% within 10 day response target	100%	n/a	100%*

*Peoples Directorate stage 2 complaints follow separate social care protocols with a different statutory timescale.

We also received comments and compliments as set out below, these are passed onto Heads of Service within the relevant departments to discuss with staff involved. A member of the Governance team is now feeding back on the outcome of these at

Peoples Directorate team briefings initially to ensure that any common issues and best practice are shared amongst colleagues. If this proves successful, attendance at other directorate meetings will be arranged.

Comments - Total 7

	Places	Resources	People
Total for Directorate	5	1	1

Compliments – Total 37

	Places	Resources	People
Total for Directorate	17	7	13

Creating a Brighter Future for All

Q2	12	1	1
Q3	11	1	2

- 3.5 So far during 2015/16, 65% of single assessments (PI060) have been completed within 45 days against a target of 80%. 82% of single assessments were completed within 45 days during Quarter 3 above target and a continuation of the improvement (51% in Q1, and 64% in Q2) in performance in this area during 2015/16. Work continues to further improve performance in this area.

Of the 33 children who have become subject to a child protection plan during 2015/16, 4 (12%) have previously been on a plan (PI065), taking us above our local target of 10%, although still below the national average of 16.6%. Two of these children are part of the same family and all four of the previous child protection plans ended over 5 years ago.

5.6% of the eligible population of Rutland are currently claiming benefits as of latest published figures for May 2015 (PI152, working age people in receipt of benefits). In comparison, the average for the East Midlands is 12%, and the national average is 12.5%.

77.8% of the working age population of Rutland is currently in employment (PI151). Of these 12% are self-employed. As at the end of September there were 112 people in Rutland eligible to claim Jobseekers Allowance (compared to 132 the previous quarter), 22% (25) have been claiming JSA for over 12 months (information taken from NOMIS website).

The table below compares the overall employment rate in Rutland with a number of our statistical neighbours and also how each has changed since last quarter.

Local Authority	Overall Employment Rate	Change since previous quarter
West Berkshire	82.7%	-0.8%
Wiltshire	79.5%	-0.2%
Central Bedfordshire	78.6%	+0.4%
Rutland	77.8%	-2.0%
Bath and NE Somerset	76.6%	+1.3%
Cheshire East	75.1%	-0.7%
Cheshire West	74.1%	+1.2%

Creating a Safer Community for All

Q2	2	0	0
Q3	2	0	0

- 3.6 There have been 10 people killed or seriously injured on our roads so far this year (with 6 occurring during Quarter 3 PI047). Of these 4 have been fatalities (3 in Quarter 3). There have been no children killed or seriously injured in road traffic accidents (PI048) in Rutland during 2015/16.

Building our Infrastructure

Q2	4	1	0
Q3	5	0	0

- 3.7 47 affordable homes have been delivered (PI155) so far this year, with four completed during Quarter 3, against a target of 33, a further 8 are under construction and if all are completed on time we will be well above target for 15/16. At the same point last year 21 affordable homes had been completed.

Meeting the Health and Wellbeing Needs of the Community

Q2	9	1	0
Q3	8	1	1

- 3.8 Child Poverty in Rutland is now 7.3% (compared to a national average of 18.6%), a further decrease from the previous year (8.4%)

This reduction aligns to falls in child poverty nationally with Rutland still significantly below the national level which currently stands at 18.6%. The Child poverty strategy is now in place and poverty pledges have been provided by key partners, focussing on key issues such as affordable homes and energy efficiency. Although the poverty levels are low in comparison to regional and national data there are areas in Rutland with much higher levels of child poverty than the average for the County and as such services are targeting those areas with information and support.

Of the Blue Badge applications processed during Quarter 3 (LI105) 97% have been completed on time, a second quarter showing significant improvement in performance (from 48% completed on time in Quarter 1), reflecting the good work the Corporate Support has been doing to improve service in this area, 89% of blue badge applications have been processed within 4 weeks during 2015/16 and due to the

positive work being done to further improve performance this is anticipated to be well above target at year end.

There has been an increase in the average length of temporary stays in B&B accommodation (LI130) to 26 days (from 13 days in Quarter 2) taking this back above target. This is primarily due to two individuals who the service has been unable to move back into one bedroom accommodation and a couple of difficult cases where the individuals have been in temporary accommodation since November.

A dashboard, summarising performance against a number of Public Health indicators is included as **Appendix D**

For a number of indicators trend data is currently unavailable as we currently only have 1 or 2 years data. As Public Health supply us with more data, trend analysis will be added where appropriate.

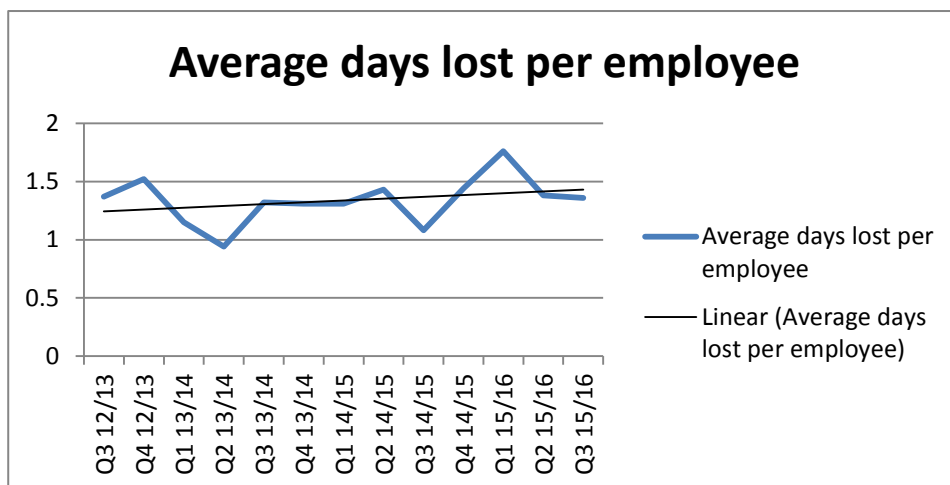
Creating a Sustained Environment

Q2	3	0	0
Q3	3	0	0

- 3.9 Although down slightly from the previous quarter (65.6%), estimated recycling rates (PI192) remain above our 59% target at 62.5%. Household waste figures (PI191 representing the number of kilograms of household waste collected per household) at 119kg per household are below our local target of 130kg and rates from the same period last year when it was 129kg.

Sickness Monitoring

- 3.10 The chart below shows average days lost per employee over the last three years, and there has been a small decrease on the last quarter (down to 1.36 from 1.38 in Quarter 2).



More detailed information relating to sickness is contained in **Appendix A**.

Customer Services

- 3.11 Compared to the same time last year call volumes reduced across the same period, with enquiries and emails increasing.

The daily averages for CST for Quarter 3, when compared to the same time last year were as follows:

	Daily Average	
	Q3 2015/16	Q3 2014/15
Calls	277	288
Enquiries	75	67
Emails	60	49

Comparing key statistics with the same period last year shows that the percentage of abandoned calls has stayed the same, while the percentage of calls being answered within 15 seconds has dropped 7% from 63% last year to 56% this year.

	Q3 2015/16	Q3 2014/15
	% abandoned calls	8%
% calls answered with 15 seconds	56%	63%

For the majority of Quarter 3 2014/15, CST had just over 6 Full Time Equivalent (FTE) staff working in the contact centre. In the same period in 2015/16 there were just over 4.5FTE/ To accommodate this change and to reduce the abandoned call rate experienced earlier in 2015/16, the peak times for abandoned calls were analysed and some part time working hours were amended to mirror the busier periods of service. This helped with reducing some of the abandoned calls but meant there were less staff available for the quieter periods, where most of the calls were answered within the 15 second target.

Customer Services data is currently being reviewed, with the team looking at Govmetric data, coupled with local data on service usage to look at busy periods, identifying which day of the week is busiest, peak hours for abandoned calls, etc. so that the provision of the service can be changed to meet these demands.

Detailed performance information for Customer Services is contained in **Appendix B**.

Safeguarding

- 3.12 The quarterly safeguarding report is included as an appendix to this report. This report provides an overview of safeguarding activity in Rutland and aims to highlight good practice and identify areas for development/improvement.

More detailed information is contained in **Appendix C**.

Outstanding Audit Recommendations

- 3.13 At the end of Quarter 3 there were 24 actions overdue for implementation, three of which were classified as high priority and were due over 3 months ago

- An action regarding the development of arrangements to involve ICT in new projects was agreed. This recommendation is being progressed as part of a wider review of policies, procedures and system management.
- One recommendation related to the Agresso system to improve controls for setting up new users, amending user privileges and reviewing users' roles.
- Due to a BACS compatibility issue with the laptops used by other officers there is no separation of duty between the officer setting up benefit payments runs and the officer completing the BACS payment run.

The Director of Resources and Assistant Director – Finance have reviewed the issues outstanding and do not consider the current risk to be high for the following reasons:

- A suite of IT project documentation has been developed and is currently being applied to the key LiquidLogic (social care case management system) project. This suite of documentation will be rolled out for all new projects commencing 1st April 2016 once reviewed for any lessons learnt or areas of improvement.
- The recommendation re Agresso is concerned with the setting up of new accounts rather than addressing weaknesses in the existing setup which compromise the integrity of transaction processing.
- The issue re segregation of duties on the BACS system has been resolved following technical support.

4. CONSULTATION

- 4.1 Consultation is not required as no changes are being proposed within this report.

5. ALTERNATIVE OPTIONS

- 5.1 Alternative options are not considered within this report.

6. FINANCIAL IMPLICATIONS

- 6.1 There are no direct costs associated with this report.

7. LEGAL AND GOVERNANCE CONSIDERATIONS

7.1 There are not considered to be any legal or governance issues associated with this report.

8. EQUALITY IMPACT ASSESSMENT

8.1 An Equality Impact Assessment (EqIA) has not been completed because there no service, policy or organisational changes are being proposed.

9. COMMUNITY SAFETY IMPLICATIONS

9.1 There are no Community Safety implications arising from this report.

10. HEALTH AND WELLBEING IMPLICATIONS

10.1 There are no Health and Wellbeing implications arising from this report, **Appendix D** summarises performance against a number of Public Health indicators.

11. CONCLUSION AND SUMMARY OF REASONS FOR THE RECOMMENDATIONS

11.1 94% of indicators measured during Quarter 2 were on or above target, with measures in place to improve performance where targets are not currently being met. Main areas of concern have been highlighted in this report and the remedial action being undertaken to improve performance has been identified. Performance will be monitored during Quarter 4 and direction of travel will be reported to show where improvements have been made.

Overall performance based on activity in the third quarter is satisfactory.

12. APPENDICES

Appendix A – Quarterly Performance Report

Appendix B – Customer Services

Appendix C – Safeguarding

Appendix D – Public Health Dashboard

Appendix E – Project Update

A Large Print or Braille Version of this Report is available upon request – Contact 01572 722577.

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Rutland County Council
Quarterly Performance Report
Quarter 3
2015/16

Corporate Health Summary

All sickness absence information is collected and stored in the Agresso HR/Finance system including reasons for absence. Sickness information is reported, recorded and managed through the current policy and procedures, with support from Human Resources where this becomes necessary. Return to work interviews are held after each sickness absence instance and these provide a record of the management process.

The table below shows the number of days lost by each directorate in Quarter 3, expressed as total days per directorate and days lost per employee.

Directorate	Days lost through Sickness	Headcount as at 1 st October 2015	Headcount as at 31 st December 2015	Average	Days lost per employee
PEOPLE	410	220	217	218.5	1.88
PLACES	146	150	151	150.5	0.97
RESOURCES	70	92	92	92	0.76
TOTAL	626	462	460	461	1.36

52

In Quarter 3, the average number of days lost has decreased slightly to 1.36 (from 1.38 in the previous quarter).

Quarter 3: Long term and short term sickness

The table below shows the incidence of short and long term sickness absence within the Council for Quarter 3. Long term sickness is defined as more than 20 working days, and short term sickness is defined as 20 working days or less. Data shown is for the number of occurrences, (each non-continuous sickness period).

Directorate	Total Occurrences	No of employees	Long Term	Short Term
PEOPLE	70	52	8	62
PLACES	32	26	2	30
RESOURCES	31	25	0	31
TOTAL	133	103	10	123

Comparison

The table below compares the sickness for Quarter 3 of 2015/16 to that of the previous 3 quarters.

Year	Days lost through Sickness	Average No of employees	Days lost per employee	Days lost per month
Q3 2015/16	626	461	1.36	218
Q2 2015/16	636	461	1.38	212
Q1 2015/16	797	453	1.76	266
Q4 2014/15	653	452	1.44	218
QTR AVERAGE	685	457	1.50	229

Corporate Health Indicators

2 indicator is currently above target

2 indicators are on target

0 indicator currently not meeting target










Indicator	Target	Cumulative Year to Date	RAG Rating	Comments
LI001 - % of invoices paid on time (30 calendar days from receipt)	95%	93%	A	94.7% of invoices were paid on time during Quarter 3.
LI003 - % of audits to be delivered by year end	90%	71%	G	On target
LI004 - % of FOI requests replied to within 20 days	100%	98%	A	344 Freedom of Information requests were received during Quarter 2, with 340 (99%) completed on time.
LI005 – Average number of days to respond to Ombudsman complaints	28 days	-	G	Two complaints were escalated to the Local Government Ombudsman, however in both cases no investigation was undertaken.



Delivering Council Services within our MTFP

9 indicators are currently above target

0 indicators are on target

2 indicator currently not meeting target

Indicator	Target	Cumulative Year to Date	RAG Rating	Comments
LI020 - % of Council Tax received	87.5%	94.4%		
LI021 - % of NNDR received	87.5%	96.4%		
LI022 – Benefits claims – speed of processing	22 days	21 days		
LI024 – Issue monthly financial reports within 4 days of month end	100%	100%		
LI025 – Statement of accounts produced by 30 th June each year	Achieved			
LI029 - % of sundry debt recovered	90%	94%		99% of the previous years and 88% of the current years debt has so far been recovered during 2015/16
LI031 - % of agendas and reports published 5 days before meetings	100%	100%		18 meetings were held during Q3. All agendas and reports were issued on time.
LI032 - % of draft minutes issued to officers with 5 days of the meeting followed by publication on the Council's website within 7 days of the meeting	100%	100%		18 meetings were held during Q2. All minutes were delivered on time.
LI033 - % of priority 1 faults closed within SLA	95%	100%		So far during 2015/16 there have been 4 priority one faults logged with the Service Desk (2 in both Quarter 2 and 3), all of which were closed within SLA









Indicator	Target	Cumulative Year to Date	RAG Rating	Comments
LI034 - % of stage 1 complaints answered with 10 day response target	100%	69%		<p>120 complaints received so far during 2015/16, with 83 responded to within timescales.</p> <p>46 complaints during Q2, 27 of which were answered within response time.</p>
LI035 - % of stage 2 responses issued within 10 working days	100%	76%		<p>So far during 2015/16 17 complaints have escalated to stage 2, with 13 responded to within timescales.</p>







Creating a brighter future for all – Overall Performance

12 indicators are currently above target

1 indicators are on target

1 indicators currently not meeting target

Indicator	Target	Cumulative Year to Date	RAG Rating	Comments
PI060 – Percentage of single assessments for children’s social care carried out within 45 days of commencement	80%	65%		65 single assessments were completed during Q3, with 82% completed within 45 days
PI062 – Stability of placements for looked after children: number of moves	6%	0%		At the end of December there were 34 LAC children, none of whom have had 3 placement moves or more in the last twelve months.
PI063 – Stability of placements for looked after children: length of placement	70%	94%		Out of 34 LAC children, 15 have been in care for 2.5 years or more. Of those, 14 had remained in the same placement for over 2 years.
PI064 – Child protection plans lasting 2 years or more	5%	0%		So far during 2015/16 24 children have ceased to be the subject of a child protection plan. None of these children has been on a plan for 2 years or more.
PI065 – Percentage of children becoming the subject of Child Protection plans for a second or subsequent time within the previous two years	5%	12%		So far during 15/16 33 children have become the subject of a child protection plan and of these 4 has had previous plans
PI066 – Looked after children cases which were reviewed within required timescales	100%	100%		All Looked After Children reviews have been completed within timescales.
PI067 – Percentage of child protection cases which were reviewed within required timescales	100%	100%		All children subject to a CP plan have been reviewed within timescales
PI068 – Percentage of referrals to children’s social care going to assessment	75%	80%		There were 91 referrals made during Quarter 3, with 54 (60%) of them going onto single assessment.

Indicator	Target	Cumulative Year to Date	RAG Rating	Comments
PI109 – Delivery of Ofsted Action Plan for children’s centres	100%	100%		Work ongoing to deliver Action Plan, currently on target.
PI151 – Overall employment rate (working age)	79.7%	77.8%		77.8% of the working age population are in employment in Rutland (Oct2014-Sep2015). Compared to 73.5% (East Midlands) and 73.4% (National average)
PI152 – Working age people in receipt of benefits	7.3%	5.6%		<p>5.6% (1,260) of the working age population are currently receiving benefits, compared to 12% (East Midlands) 12.5% (National)</p> <p>This breaks down as follows:</p> <ul style="list-style-type: none"> 140 claiming Job Seekers Allowance 630 claiming ESA and Incapacity Benefits 90 lone parents 190 carers 20 on other income related benefits 160 disability 50 bereaved
LI085 – Percentage of NEET (Not in Employment, Education or Training) performance for Rutland	2%	1.2%		Eleven 16-18 year olds were classed as NEET at the end of December, a small increase (up from 7) on the previous quarter.
LI126 – Youth provision participation	450	404		
LI163 – Percentage of payments by results claimed for targeted Troubled Families	50%	70%		

58



Creating a safer community for all

– Overall Performance

2 indicators are currently above target






0 indicators are on target

0 indicators currently not meeting target

Indicator	Target	Cumulative Year to Date	RAG Rating	Comments
PI047 – People killed or seriously injured in road traffic accidents	18	10		Figures for September to December shows that there has been 3 serious injuries and 3 fatalities during the period
PI048 – Children killed or seriously injured in road traffic accidents	1	0		There have been no child injuries so far during 2015/16

Building our infrastructure – Overall Performance

5 indicators are currently above target	0 indicators are on target	0 indicators currently not meeting target
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Indicator	Target	Cumulative Year to Date	RAG Rating	Comments
PI154 – Net additional homes provided	105	152		38 additional dwellings completed during Quarter 3
PI155 – Number of affordable homes delivered.	33	47		4 affordable homes completed this quarter, with a further 8 under construction and scheduled to be completed this year.
PI157(a) – Processing of planning applications – Major Applications	60%	64.9%		An improvement on previous quarters (77.7% processed within timescales in Q3) and has now moved back above target.
PI157(b) – Processing of planning applications – Minor Applications	65%	72.1%		
PI157(c) – Processing of planning applications – Other Applications	80%	89.1%		



Meeting the health and wellbeing needs of the community – Overall Performance

9 indicators are
currently above
target

1 indicators is on
target

0 indicators
currently not
meeting target

Indicator	Target	Cumulative Year to Date	RAG Rating	Comments
LI105 - % of blue badge applications processed within 4 weeks of application	80%	89%		During Quarter 3, 150 blue badge applications have been processed, with 146 (97%) completed during timescales.
LI107 – Hospital discharges are safe and effective with patients assessed within timescales	80%	100%		
LI111 - % of carers signposted to developed non-stutory services following carers assessment	80%	79%		
LI127 – Child poverty in Rutland	9%	7.3 %		Children living in poverty has fallen from 8.4% and currently stands at 7.3% for Rutland. This reduction aligns to falls in child poverty nationally with Rutland still significantly below the national level which currently stands at 18.6%.
LI130 – Reduction in the length of temporary stays in B&B	18	26		An increase in the length of stays from the previous quarter (13 days)
LI172 – % of Safeguarding Adults referrals screened within one working day	80%	100%		All alerts are looked at and screened by the Senior practitioner or team manager on the day they are received.
LI173 - % Adult Social Care reviews for people with a learning disability completed annually	75%	100%		
LI180 - % of hospital discharges resulting in a fine	5%	1%		There were 71 section 5's during Quarter 3 (an increase on Quarter 2, when there were 45), with 0 resulting in a delays attributable to RCC.

Indicator	Target	Cumulative Year to Date	RAG Rating	Comments
LI181 – Number of Adult Social Care reviews completed within timescales	80%	87%		97 reviews completed so far during 2015/16 with 84 completed on time.
LI182 - % of service users who were still at home 91 days after discharge	90%	92%		Of the 116 patients discharged from hospital to rehabilitation where the intention is for the patient to go back home during 2015/16, 107 were still at home 91 days later.

Creating a sustained environment – Overall Performance

3 indicators are currently above target

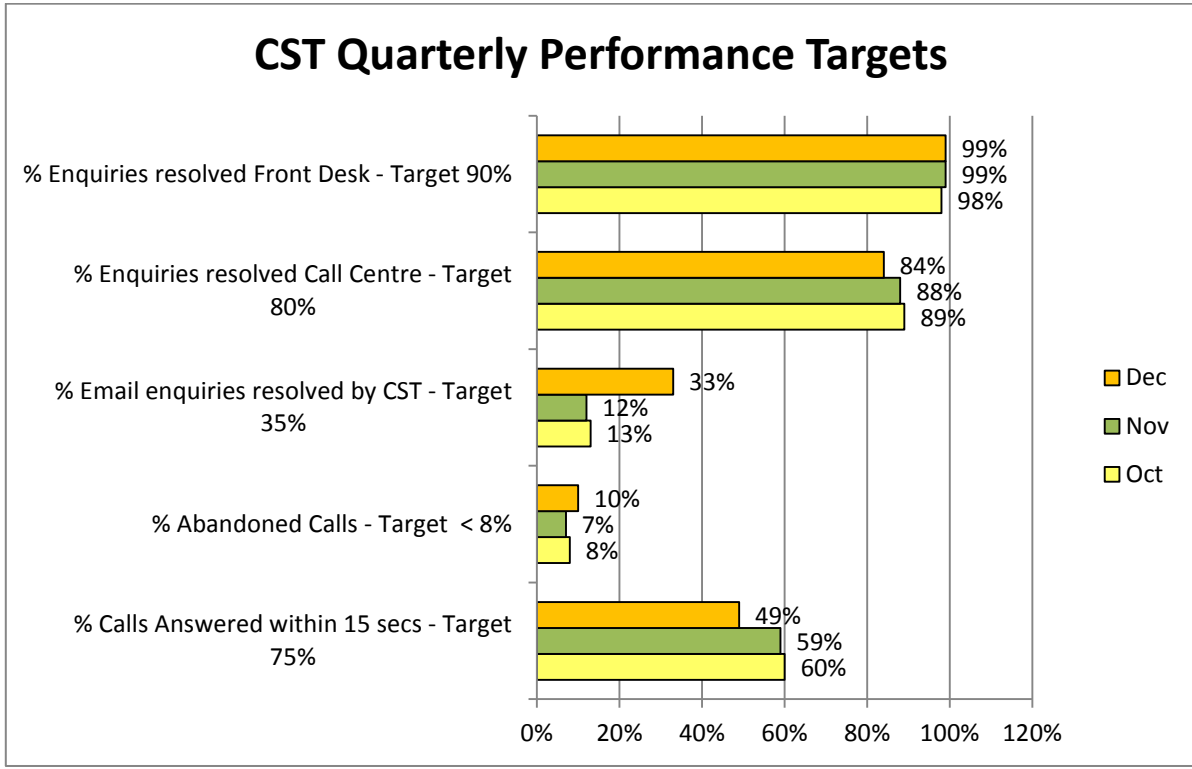
0 indicators are on target

0 indicators currently not meeting target

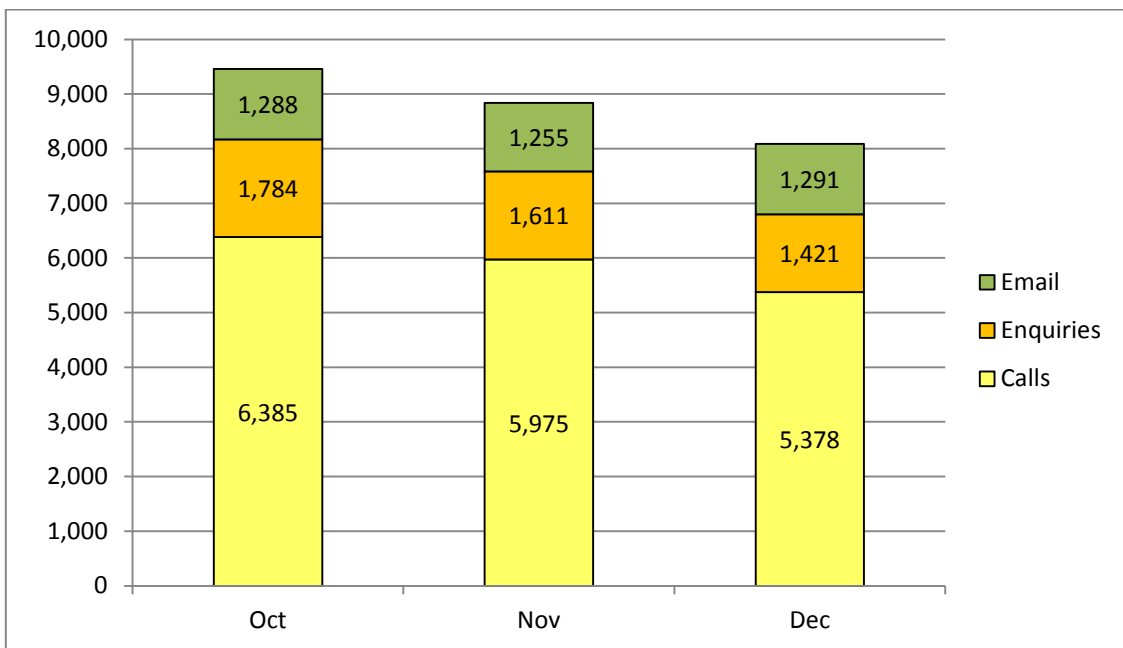
Indicator	Target	Cumulative Year to Date	RAG Rating	Comments
PI191 – Residual household waste per household	130	119	G	
PI192 – Percentage of household waste sent for reuse, recycling and composting	61%	62.48%	G	
PI193 – Percentage of municipal waste land filled	5%	0%	G	

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CST Quarter 3 Performance



Volumes

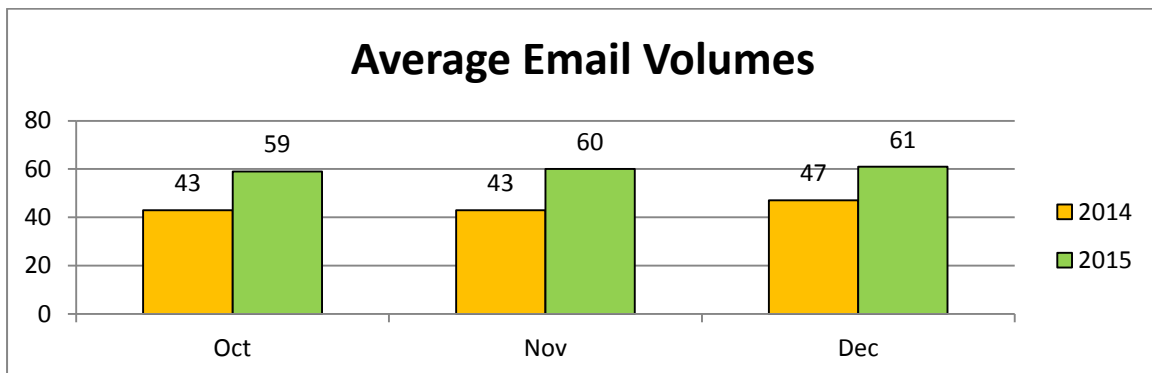
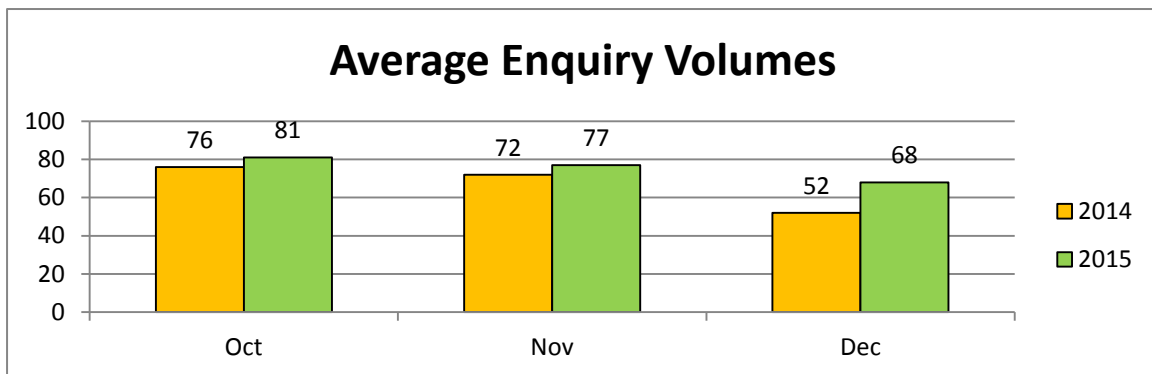
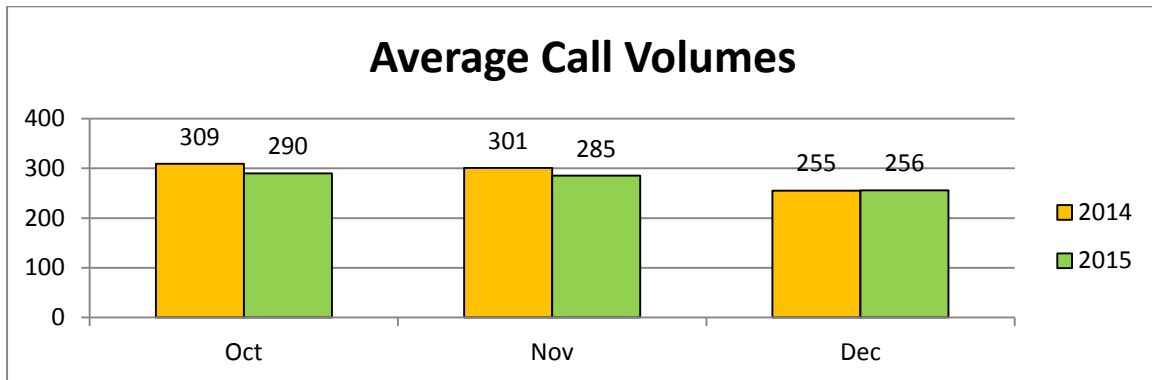


Volumes – Daily Average

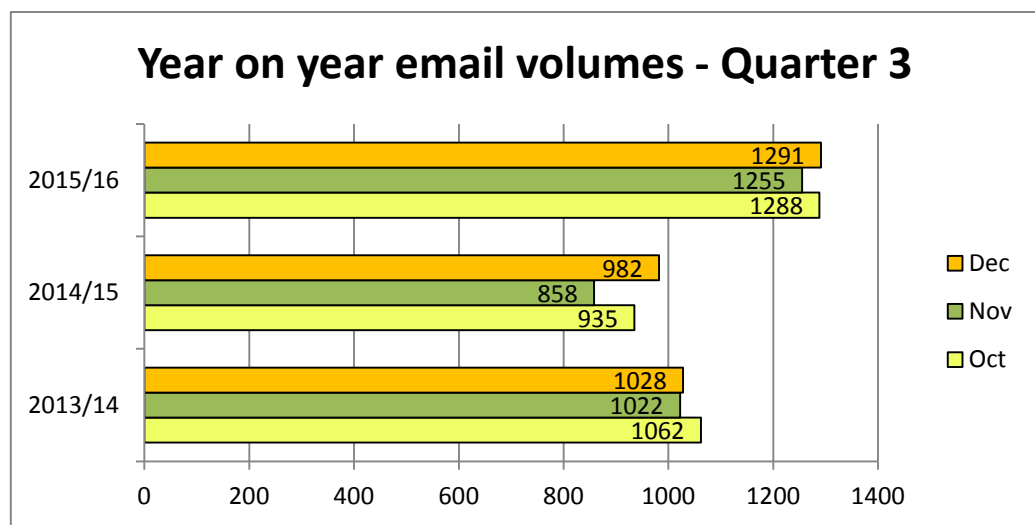
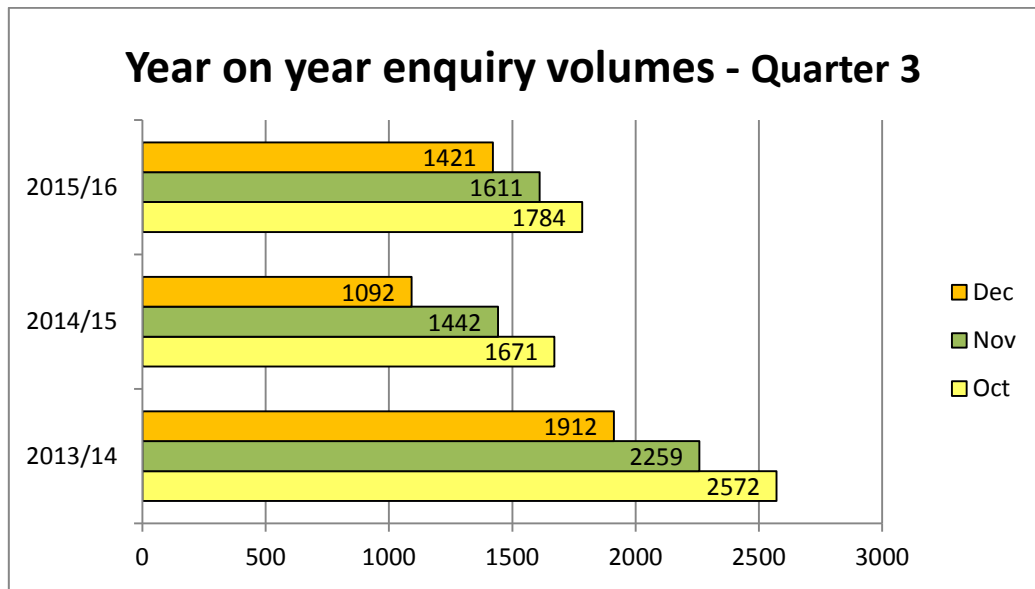
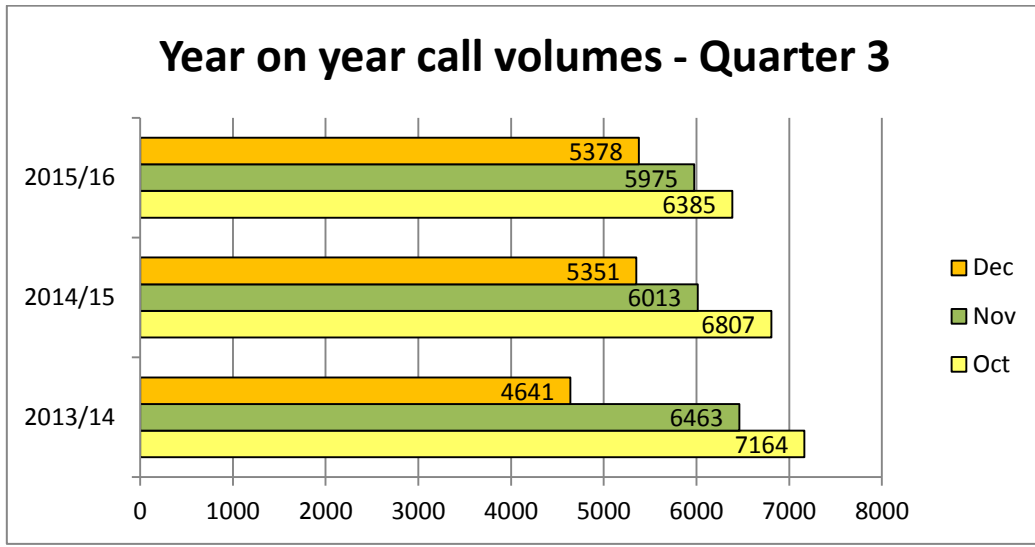
Compared to the same time last year (see below) there has been a small reduction in call volumes throughout Quarter 3, with enquiries and email volumes both increasing.

Volumes – Daily Average comparison

The charts below show a comparison of the daily average volumes with the same period last year.







Year on Year Volumes – Q3 2015/16







GovMetric Q2 2015/16

GovMetric Summary

Face to Face				Overall Rating
No. of respondents	375	34	63	 Good
%age of respondents	70%	7%	13%	

Telephone	This process is under review as the time taken to assist a customer to leave feedback is affecting the advisors' ability to process calls quickly. The new Customer Service Manager is reviewing Govmetric to establish a better way of providing this service to our customers without compromising our service overall.			
No. of respondents				
%age of respondents				

Web				Overall Rating
No. of respondents	73	24	73	 Average
%age of respondents	43%	14%	43%	

APPENDIX C SAFEGUARDING

Context

This report combines adult and children's safeguarding data and analysis and provides an overview of safeguarding activity in Quarter 3 of 2015/16. It aims to highlight good practice and identify areas for development/improvement which will be incorporated into delivery plans for the relevant service areas. The children's data (except for the re-referral information) is shared with partners as required by the Local Safeguarding Children's Board (LSCB) performance scorecard.

CHILDREN & YOUNG PEOPLE UPDATE

Early Intervention

There were 23 new Common Assessment Frameworks (CAF's) opened in Quarter 3, 9 of which were referred by Social Care, representing 39% of the total number of CAF for the quarter.

Rutland	Q1	Q2	Q3	Q4	Total	Reporting Frequency
Number of new CAF's	40	7	23			Quarterly
Number/Proportion of Children's Social Care referrals that result in a CAF*	8	2	9			Quarterly
	20%	29%	39%			

*The proportion of referrals resulting in a CAF is calculated on referrals only, not referrals/contacts

Contact referral and assessment

- There was a 14% decrease in contacts this quarter (202 as opposed to 234 in Quarter 2). Of those contacts, 45% (91) went on to referral compared to 33% (78) last quarter.
- 82% of all single assessments closed during Quarter 3, were closed within timescales (45 days)
- There were 53 section 47 enquiries during Quarter 3.

	Q1	Q2	Q3	Q4	Total/ Cumulative	Reporting Frequency
Number of contacts to Children's Social Care (include referrals)	255	234	202			Quarterly
Number of referrals to Children's Social Care	100	78	91			Quarterly
Number of referrals made by EDT/Out of Hours Team (including those that were recorded as contacts only)	20	3	0			Quarterly
Number of single assessments started during Quarter	84	74	54			
No. of single assessments closed, and % closed within 45 days	77	72	65			Quarterly
	65%	58%	82%			
Number of S47 enquiries	28	17	53			Quarterly

Child Protection

- There were 34 child protection plans at 31st December 2015. This is a 31% increase on Quarter 2.
- The largest category of abuse for CP plans at end of September 2015 was emotional, which represented 56% of all plans.
- Of the children with a CP plan for 3 months or more at 31st March 2015, 100% had been reviewed within timescales (PI 67).

	Q1	Q2	Q3	Q4	Cumulative	Reporting Frequency
Number of children subject to a CP Plan	33	26	34		n/a	Quarterly
Number/Rate in each Category of Abuse						
Neglect	5	7	12		n/a	Quarterly
Physical	0	0	0		n/a	
Emotional	17	14	19		n/a	
Sexual	1	1	1		n/a	
Multiple*	9	4	2		n/a	
*Breakdown of Multiple:						
Phys/Neglect/Emotional	1	1	0		n/a	Quarterly
Phys/Sexual	1	0	0		n/a	
Phys/Emotional	7	3	2		n/a	
Unborn	0	0	0		n/a	Quarterly
0 - 4	15	8	14		n/a	
5 - 9	7	6	12		n/a	
10 - 15	9	8	6		n/a	
16+	2	4	2		n/a	
Male	17	14	17		n/a	Quarterly
Female	16	12	17		n/a	
Unborn	0	0	0		n/a	
Percentage of CP cases which were reviewed within required timescales	100%		100%		100%	Quarterly Target - 100%
Number of CP cases allocated to a Social Worker	100%		100%		100%	Target - 100%
Looked After Children						
Rutland	Q1	Q2	Q3	Q4	Cumulative	Reporting Frequency
Number of Looked After Children	34	31	34		n/a	Quarterly
Ethnicity of LAC						
White	32	29	31		n/a	Quarterly
Mixed	2	2	3		n/a	
Asian					n/a	
Black					n/a	
Other					n/a	
Undetermined					n/a	

0 - 4	9	7	10		n/a
5 - 9	8	6	7		n/a
10 - 15	10	11	11		n/a
16+	7	7	6		n/a
Male	18	18	18		n/a
Female	16	13	16		n/a
Percentage of LAC at period end with 3 or more placements	0%	0%	0%		0%
LAC cases which were reviewed within required timescales			100%		100%
Stability of placements of LAC: length of placement					100%

ADULTS UPDATE

Safeguarding Adults Data Collection

100 alerts/enquiries were received in Q3. This represents an increase from Q2 and reflects the ongoing effectiveness of receiving alerts through the RCC single point of contact. The data reflects that individuals know where to raise their concerns as well as providers being confident to inform the Prevention and Safeguarding Team of incidents in residential care.

Q3 has seen an increase in the amount of alerts from voluntary agencies e.g. the Alzheimer's Society and the Rutland Community Agents.

18 of this number resulted in the implementation of the Safeguarding Adults Procedures.

There was a conclusion to the high profile alert of a resident absconding from a residential care home. The voluntary suspension was lifted on 10 November 2015 following multi-agency monitoring and liaison.

The number of community alerts remains almost on a par with those received from Residential settings which offers assurances that vulnerable adults in the community are offered protection via the alert process.

A poster campaign is due to be launched to promote safeguarding awareness and build on community recognition of adult safeguarding.

Location of alleged abuse	Q1	Q2	Q3	Q4	Total	Reporting Frequency
Community	34	45	47			Quarterly
Residential	24	34	53			Quarterly
Unknown	0	0	0			Quarterly

Source of Referral for all Alerts	Q1	Q2	Q3	Q4
Primary Health Care	2	0	3	
Secondary Health Care	4	7	3	
Adult Mental Health Setting	0	0	0	
Residential	13	23	40	
Day Care	1	0	2	
Social Worker/Care Manager	12	22	23	
Self-Directed Care Staff	0	0	0	
Domiciliary	4	4	10	
Other Care Workers	0	0	0	
Self	0	1	0	
Family Member	8	0	2	
Other Service User	0	0	0	
Friend/Neighbour	0	8	0	
Care Quality Commission	2	0	1	
Housing	3	3	4	
Education	0	0	0	
Police	2	4	0	
Other	2 - EMAS 1 - EDT	Other local authority – 2 3- EMAS 1 – Community Agent 1 - EDT	Other local authority – 1 Community Agent – 1 EMAS – 3 Voluntary agency – 6	
Not Known				

Closed Cases in Quarter 3

Safeguarding Adults performance data is obtained when a case is closed at the end of the Safeguarding Adults process. 10 cases were closed in Quarter 3. Older people have been consistently the largest service user group represented in safeguarding within adult social care services and in this quarter there were 3 investigations closed where the service users had a learning disability. In 2 of the cases the investigations were ceased during the process – 1 case at the request of the family and 1 where action and intervention meant that the service user was not at risk.

One of the investigations was on a provider and social workers from the Long Term and Review team worked with this provider to investigate the safeguarding concerns and reviewed the Rutland residents that were placed there.

The post for the Senior Practitioner on the Prevention and Safeguarding team will be re-advertised as there were no successful applicants for the post in the recent recruitment campaign.

The current Senior Practitioner and Team Manager in the Prevention and Safeguarding Team are going to be meeting with CQC colleagues on a more regular basis to support work with.

Outcome	Q1	Q2	Q3	Q4
Substantiated - fully	3	4	3	
Substantiated - partially	0	0	0	
Not Substantiated	3	4	5	
Inconclusive	2	1	0	

Primary Client Type	Q1	Q2	Q3	Q4
Older Person	3	5	7	
Mental Health	0	1	0	
Learning Disability	4	3	2	
Physical Disability	0	0	0	
Not recorded	1	0	0	

Primary Age Group	Q1	Q2	Q3	Q4
18-64	4	2	2	
65-74	1	2	2	
75-84	1	2	3	
85-94	2	3	2	
95+	0	0	0	

Type of Abuse*	Q1	Q2	Q3	Q4
Physical	2	1	3	
Sexual	0	1	0	
Psychological&Emotional	4	0	0	
Financial & Material	0	3	1	
Neglect & Acts of Omission	2	4	5	
Discriminatory	0	0	0	
Institutional	0	0	1	
Not Known	0	0	0	

*Cases may include more than one category

Source of Referral	Q1	Q2	Q3	Q4
Primary Health Care	0	0	1	
Secondary Health Care	1	1	0	
Adult Mental Health Setting	0	0	0	

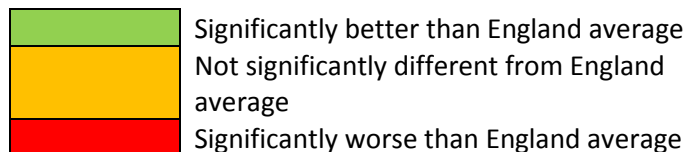
Residential	4	0	1	
Day Care	0	0	0	
Social Worker/Care Manager	1	2	6	
Self-Directed Care Staff	0	0	0	
Domiciliary	0	3	1	
Other Care Workers	0	0	0	
Self	0	0	0	
Family Member	1	1	0	
Other Service User	0	0	0	
Friend/Neighbour	0	0	0	
Care Quality Commission	0	0	0	
Housing	0	1	1	
Education	0	0	0	
Police	1	1	0	
Other	0	0	0	
Not Known	0	0	0	

Protection Plans	Q1	Q2	Q3	Q4
Adult Protection Plans accepted by either the service user or the agencies involved	0	0	2	
Adult Protection Plans not accepted	0	0	0	
Could not consent	0	0	0	

Repeat Referrals	Q1	Q2	Q3	Q4
No of Repeat Referrals	5	2	1	

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Public Health performance dashboard

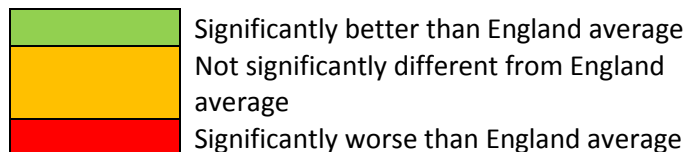


* Rank out of 11 areas with 1 defined as best performance

Outcome	Indicator	Frequency	When was data last published.	Number per year	Current Value	National Average	Rank* (in comparison to statistical neighbours)	Trend - Rutland
A healthier population with increased life expectancy and a reduction in health inequalities	Life Expectancy - Male	Annual	2011-13	n/a	81.2	79.4	1	
	Life Expectancy - Female	Annual	2011-13	n/a	85.7	83.1	1	
	Healthy Life Expectancy - Male	Annual	2011-13	n/a	66.09	63.27	7	
	Healthy Life Expectancy - Female	Annual	2011-13	n/a	71.32	63.95	1	

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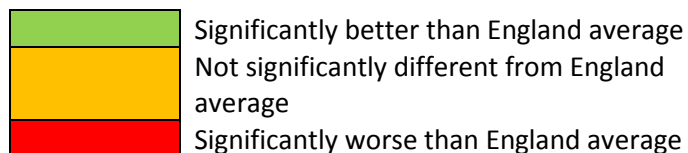
Public Health performance dashboard



* Rank out of 11 areas with 1 defined as best performance

Outcome	Indicator	Frequency	When was data last published.	Number per year	Current Value	National Average	Rank* (in comparison to statistical neighbours)	Trend - Rutland
	Cardiovascular Disease (under 75) – mortality rate	Annual	2012-14	23	57.4	75.7	3	
	Cancer (under 75) – mortality rate	Annual	2012-14	44	110.3	144.4	1	
The prevalence of obesity is reduced and people are more physically active	Proportion of children in Reception classified as overweight and obese	Annual	2014-15	84	22.5	21.9	8	
	Proportion of children in Year 6 classified as overweight and obese	Annual	2014-15	81	24.5	33.2	2	
	Proportion of adults (16+) who are	Annual	2012	63	65.58	63.78	8	No trend data currently available

Public Health performance dashboard

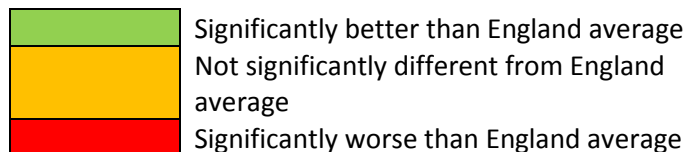


* Rank out of 11 areas with 1 defined as best performance

Outcome	Indicator	Frequency	When was data last published.	Number per year	Current Value	National Average	Rank* (in comparison to statistical neighbours)	Trend - Rutland
	overweight and obese							
Smoking prevalence and the harm caused is reduced	Smoking prevalence	Annual	2014	n/a	14.1	18.0	2	
The harm caused by alcohol and drugs is reduced	Rate of hospital admissions for alcohol related harm	Annual	2013-14	198.76	521.76	645.13	4	
To help prevent heart disease, stroke, diabetes and kidney disease	Heath Check uptake	Quarterly	Q2 2015/16	467	76.7%	-	1	
To increase the level of wellbeing	Self-reported Well being							
	People with a low satisfaction score	Annual	2011/12	n/a	14.86	24.27	1	No trend data currently available
	People with a low worthwhile	Annual	2011/12	n/a	12.81	20.08	1	No trend data currently available

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Public Health performance dashboard



* Rank out of 11 areas with 1 defined as best performance

Outcome	Indicator	Frequency	When was data last published.	Number per year	Current Value	National Average	Rank* (in comparison to statistical neighbours)	Trend - Rutland
	score				19.21	29.02	1	No trend data currently available
	People with a low happiness score	Annual	2011/12	n/a	19.21	29.02	1	No trend data currently available
	People with a high anxiety score	Annual	2012/13	n/a	25.44	20.98	11	No trend data currently available
To reduce hospital admissions for falls	Injuries due to falls (aged 65 or over) - overall	Annual	2013/14	166	1924.11	2064	7	
	Injuries due to falls (aged 65 or over) – males	Annual	2013/14	60	1766.75	1661	11	
	Injuries due to falls (aged 65 or over) – females	Annual	2013/14	106	2081.47	2467	4	

Public Health performance dashboard

	Significantly better than England average
	Not significantly different from England average
	Significantly worse than England average

* Rank out of 11 areas with 1 defined as best performance

Outcome	Indicator	Frequency	When was data last published.	Number per year	Current Value	National Average	Rank* (in comparison to statistical neighbours)	Trend - Rutland																								
To increase control of chlamydia	Chlamydia diagnosis adults aged 15-24	Quarterly	2015/16	66	1390	2012	1	No trend data currently available																								
To improve health outcomes and increase healthy life expectancy	% of children living in households where income is less than 60% of median household income	Annual	2012	455	7.8%	19.25%	1	<table border="1"> <caption>Line Chart Data: % of children living in households where income is less than 60% of median household income</caption> <thead> <tr><th>Year</th><th>Value</th></tr> </thead> <tbody> <tr><td>2007</td><td>7.8%</td></tr> <tr><td>2008</td><td>7.8%</td></tr> <tr><td>2009</td><td>7.8%</td></tr> <tr><td>2010</td><td>7.8%</td></tr> <tr><td>2011</td><td>7.8%</td></tr> <tr><td>2012</td><td>7.8%</td></tr> </tbody> </table>	Year	Value	2007	7.8%	2008	7.8%	2009	7.8%	2010	7.8%	2011	7.8%	2012	7.8%										
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2010	7.8%																															
2011	7.8%																															
2012	7.8%																															
	Under 18 conception rate	Annual	2013	8	9.2	24.3	1	<table border="1"> <caption>Line Chart Data: Under 18 conception rate</caption> <thead> <tr><th>Year</th><th>Value</th></tr> </thead> <tbody> <tr><td>2003</td><td>8.5</td></tr> <tr><td>2004</td><td>8.8</td></tr> <tr><td>2005</td><td>9.0</td></tr> <tr><td>2006</td><td>9.2</td></tr> <tr><td>2007</td><td>9.5</td></tr> <tr><td>2008</td><td>9.2</td></tr> <tr><td>2009</td><td>9.2</td></tr> <tr><td>2010</td><td>8.8</td></tr> <tr><td>2011</td><td>9.0</td></tr> <tr><td>2012</td><td>9.2</td></tr> <tr><td>2013</td><td>9.2</td></tr> </tbody> </table>	Year	Value	2003	8.5	2004	8.8	2005	9.0	2006	9.2	2007	9.5	2008	9.2	2009	9.2	2010	8.8	2011	9.0	2012	9.2	2013	9.2
Year	Value																															
2003	8.5																															
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Appendix E

PROJECT UPDATE

Project	Scrutiny Panel	Status	RAG
Oakham Enterprise Park Business	Places	<p>Available internal floor space has reduced slightly to 96,517 sqft due to a large building (Unit 20) being temporarily taken out of scope to facilitate subdivision works. Tenancy across the site has increased to 95.74% (86 units, totalling 91,376 sqft or 94.7% of floor space) now let or with leases being progressed. There is firm interest in a further 2% (2 units, 1,897sqft or 2% floor space). There are currently 2 units without firm interest due to tenants giving notice very recently. These figures exclude the Active Rutland Hub. An additional 483,270 sqft (approx. 11 acres) of external space is being marketed for development opportunities or other activities. Of this, 152,847 sqft (31.6% / 3.5 acres) is already leased as the Events Zone. We have current speculative interest in a further 153,000sqft (31.7% / 3.5 acres) for new build development.</p> <p>Interest in single offices, storage space and industrial units remains strong with several new enquiries being received weekly. Growing demand for industrial space suggests a robust business case for construction of new units, especially industrial spaces of between 1 k & 5k sqft.</p> <p>A bid for £100k capital funding has been submitted for inclusion in the MTFP to generate annual savings from roof mounted solar panels and is currently pending a decision.</p> <p>With the original capital budget depleted, revenue is being used to fund any remaining and ongoing compliance/capital works. This is the first year the site has operated at anywhere near capacity so the out-turn position may change depending upon a number of factors which are difficult to accurately predict such as energy use & reliability of plant & building infrastructure. However, whilst the projected surplus for 15/16 has been reduced to around £50k (which includes £80k for site-wide compliance works & £7.3k for subdivision of Unit 20), future years look set to see a steadily increasing revenue income once the site has bedded in.</p>	
Oakham Enterprise Park Sport	Places	<p>Active Rutland Hub is now complete and occupied. The Royal visit and opening have taken place successfully. The final budget for construction has been reviewed and was on target with no overspends. Bookings and space</p>	

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		allocation are progressing well.	
Broadband	Places	<p>Phase 1 of the Digital Rutland project has completed to provide fibre infrastructure to 9416 premises. Rutland has seen the highest take up rate in the country for these new fibre based services.</p> <p>Phase 2 detailed planning and surveys are now underway to bring about an increased speed to circa 900 premises within the project intervention area. Deployment of this second phase is expected over the summer of 2016.</p> <p>A further change request form has been issued to BT to model how much further fibre can be deployed on a value for money basis to the remaining premises in the intervention area. The outcome of this initial desk top modelling is expected in Mid-February 2016. Through change request (CR011) a satellite voucher scheme has been introduced from December 2015, details of which are available on the RCC/ Digital Rutland webpages. RCC are operating a soft launch of the scheme pending the outcome of CR010 which will identify more fully the extent of infill required to be met by a satellite solution beyond the numbers currently identified.</p>	
Castle Restoration Project	Places	Castle Site has been handed over to contractors to undertake the construction and repair works, completion is scheduled for the end of April 2016. Majority of trees on the site have been felled in line with planning permission, and restoration works on the bank are underway.	
Community Infrastructure Levy	Places	The Community Infrastructure Levy charging scheduled was adopted at the Council meeting on 11 th January 2016 and will be implemented by 1 st March 2016. The process for implementing this new levy will need to be in place by March 2016	
Welfare Benefit Reform	Resources	Local Council Tax Support Scheme, Discretionary Fund and Crisis Loans will all be reviewed in 2016.	
Corporate Website Development	Resources	An Officer Working Group is gathering and analysing data on customer contacts to inform the design specification and project plan. Procurement options are being assessed along with a project timeline and resource requirements. A report will be presented to Cabinet to approve the procurement and the establishment of a formal project board at the appropriate time	
School Place Planning – To monitor the continued growth within the County balanced	People (children)	<p>Latest Primary applications are now in and awaiting further data on Out of County placements. Analysis currently indications that there will be sufficient provision in both Oakham and Uppingham. Secondary places are showing over subscription in Uppingham and Oakham but ample space at Great Casterton.</p> <p>Brooke Hill extension has been completed and car park</p>	

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against the number of pupil places required at all levels within the education system		<p>currently being built. English Martyrs will be built by date required and has been factored into school place planning.</p> <p>Harington free school due for completion December 2016. Children's Centre relocation to provide additional secondary places at Catmose in hand.</p> <p>Barleythorpe Primary School free school bid is currently out for consultation</p>	
Liquidlogic Implementation	People (children and adults)	<p>The Case Management Transformation Programme (CMTP) has progressed significantly over this last period. Having completed the planning in the previous period, the focus was very much on training the staff to become competent with setting the system up, as well as on the technical aspects of the data currently being held in RAISE. This data has now been migrated over to Liquidlogic successfully for both children's and adults data. This task has highlighted the risk of making sure the data is reflected correctly in the new system and so further time is needed to do this properly.</p> <p>As a result, the go-live dates of the Liquidlogic system have been amended accordingly:</p> <ul style="list-style-type: none"> - Children's and Early Years Modules to be implemented for May 2016 - Adults and Adults Finance Modules to be implemented for April 2016 - Customer Portal Module will be implemented for phase 2 of the implementation <p>Now that the data has been migrated, the next tasks are about checking this data (quality assurance) as well configuring the system, so that it reflects RCC business processes.</p>	
Care Act Implementation	People (adults and health)	<p>The requirements and principles of the Care Act, introduced in April 2015, are now embedded into the adult social care teams practice as 'business as usual'.</p> <p>We are on track to complete all of the annual reviews by the end of March.</p> <p>Members agreed to consult for a period of 12 weeks on a number of charging options at Cabinet on 15th December 2015, the consultation process was also approved. Officers are yet to commence the consultation.</p> <p>The Accessible Information Standard is a new 'information standard' for implementation by 31st July 2016 for all organisations that provide NHS and / or adult social care. The Standard aims to ensure that people who have a disability or sensory loss receive information that they can access and understand, for example in large print, braille or via email, and professional</p>	

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		communication support if they need it, for example from a British Sign Language interpreter. We are confident we can comply with this requirement.	
Better Care Fund	People (adults and health)	<p>The 2015-16 Better Care Fund programme continues to progress well overall, with most of the schemes making good progress and contributing towards achievement of the anticipated impacts. Proactive governance continues and the Partnership Board is continuing to effectively manage the S75 pooled budget agreement.</p> <p>The programme is amber rated currently as there are some areas needing close management to sustain performance and because the underlying emergency admissions and falls statistics are challenging, in spite of the contribution made to date by programme activities. That said, performance is very good currently in terms of residential admission levels and reablement helping people to stay at home after hospital. We will have a fuller picture of Quarter 3 performance when December's emergency admission and delayed transfer of care statistics are released at the end of January.</p> <p>The 2016-17 BCF plan is being developed in parallel with sustaining the momentum on the current programme. This work is progressing at a good pace, but has been affected by delays to the publication of national guidance.</p> <p>An interim evaluation of the current programme was carried out to inform plan development and this has helped scheme leads and stakeholders to take stock of progress to date and to generate a range of ideas for how the plan can be evolved to sustain the pace of change going forward.</p> <p>An initial outline of the provisional draft 2016-17 BCF plan is being presented to the Integration Executive and Health and Wellbeing Boards for discussion. This will form the basis for the first formal plan submission on 8 February.</p>	