

## **Supplementary Appendix 1 to Revenue Budget Monitoring Report – 2016/2017 Quarter 1 – Actions to minimise overall budget spend.**

1. As detailed in the covering report, as at Quarter 1, it is predicted that the Council's revenue expenditure will be over budget by £2.1 million at the financial year end without any remedial action, primarily as a result of issues in both Children's and Adults social care. This level of overspend is a significant cause for concern given the Council's limited uncommitted reserves.
2. The Council's Senior Leadership Team formally reviews the revenue budget performance at least monthly and has already initiated remedial action to arrest the predicted overspend and reduce it. The Chief Executive has requested that all Directors identify savings and income proposals to deliver a balanced budget position overall, notwithstanding most services are already in the process of implementing challenging revenue reductions as agreed in the 2016/17 budget setting.
3. The actions currently underway include:
  - Across the Council all recruitment is now personally vetted by the Chief Executive to ensure that it is essential and sustainable.
  - The Director of Children's Service has implemented a recruitment freeze to vacant posts and tightened up procedures within the service to ensure compliance with corporate policies.
  - All services strictly follow corporate recruitment and other policies e.g. travel and subsistence.
  - The Finance Team is helping Senior Managers identify uncommitted expenditure for review.
  - Across the Council, all non-essential expenditure has been restricted. However, it should be noted that most non-pay budgets have already been reduced to minimum levels through the previous budget setting processes. Contingencies and departmental reserves were also deleted many years ago.
  - Overtime continues to be restricted to service critical activities only.
  - Greater focus on optimising the letting of Council assets to reduce void periods (over and above that included within the budget setting).
  - Ongoing discussions with the Integrated Care Organisation to ensure that the amount the Council will need to contribute to the risk share agreement is minimised.