

To: Renfrewshire Integration Joint Board

On: 20 March 2020

Report by: Chief Finance Officer

Heading: Financial Report 1 April 2019 to 31 January 2020

1. Purpose

- 1.1. The purpose of this report is to advise the Integration Joint Board (IJB) of the Revenue Budget position at 31 January 2020 and the projected year end position for the year ended 31 March 2020.

2. Recommendations

It is recommended that the IJB:

- Note the in-year position at 31 January 2020; and
- Note the projected year-end position for 2019/20
- Approve the creation of Ear Marked reserves detailed in paragraphs 6.3 and 6.4.

3. Summary

- 3.1. As detailed in the following table, the IJB year to date position and projected outturn for 2019/20 is an underspend, prior to the transfer of balances to General and Ear Marked reserves at the financial year end.

Total Renfrewshire HSCP	Year to Date Position	Year End Outturn
	Underspend £2,891k	Underspend £3,461k

- 3.2. The key pressures are highlighted in section 4.

- 3.3. Throughout the financial year, adjustments are made to the original budget as a result of additional funding allocations, service developments and budget transfers reflecting service reconfigurations. Appendices 8 and 9 provide a reconciliation of the main budget adjustments applied this current financial year.

4. Key Pressures

Total Renfrewshire HSCP	Year to Date Position	Year End Outturn
	Underspend £2,891k	Underspend £3,461k

- 4.1. The overall net underspend for the HSCP at 31 January 2020 is an underspend of £2,891k, with an anticipated year-end underspend of £3,461k, assuming that the current trajectory of spend continues throughout this financial year.

- 4.2. Members should note that the current and projected year end position for Action 15 and the Primary Care Improvement Programme (PCIP), assumes a breakeven position, as any underspends will be transferred to Ear Marked reserves at the financial year end, to be drawn down in future years in line with their respective SG allocations.
- 4.3. The current and projected underspend includes a draw down from Ear Marked reserves as detailed in the following table and in Appendix 10.

Earmarked Reserves	Amounts Drawn Down in 2019/20
PCTF Monies Allocated in 16/17 and 17/18 for Tests of Change and GP Support	-39
Primary Care Improvement Program (19/20)	-816
GP Premises Fund - Renfrewshire share of NHSGGC funding for GP premises improvement	-305
Primary Care Transformation Fund Monies	-39
Single Point of Access Implementation (19/20)	-28
Funding to Mitigate Any Shortfalls in Delivery of Approved Savings	-150
Health Visiting	-148
Tannahill Diet and Diabetes Pilot Project	-15
Mental Health Action 15 (19/20)	-306
Mile End Refurbishment	-100
Westland Gardens Refurbishment	-105
Care @ Home Refurbishment and Uniform Replacement	-70
Additional Support Costs for Transitioning Placement	-60
TOTAL EARMARKED RESERVES DRAWN DOWN	-2,181

- 4.4. The main broad themes of the current and projected outturn include:

Adults and Older People	Year to Date Position	Year End Outturn
	Underspend £1,553k	Underspend £1,846k

- 4.4.1. The main pressures within Adults and Older People are in line with previous reports to the IJB throughout 2019/20, and mainly relate to:
- *Continued pressures within the Care at Home service and Care Home Placement Budget*
The impact of keeping delayed discharges to a minimum is having a significant impact on these budgets.
 - *Employee costs - Adult Social Care*
Underspends in employee costs reflecting vacancies due to recruitment issues, throughout all service areas. These underspends offset pressures within third party payments (payments for externally commissioned services) for the Care at Home service, Care Home placement and Adult placement budgets reflecting the impact of increasing demand including, the impact of keeping delayed discharges to a minimum.
 - *Addictions (including ADP)*
Underspend, reflecting the previous planned hold on recruitment, to enable new structures to be put in place, in line with the findings of the review of Addiction services. Recruitment to posts within the new structure is now actively under way.
 - *Adult Community Services*
Underspend, reflecting significant ongoing turnover and recruitment and retention issues across the Rehabilitation and District Nursing services.

Learning Disabilities	Year to Date Position	Year End Outturn
	Overspend (£372k)	Overspend (£437k)

- 4.4.2. The overspend within Learning Disabilities is mainly due to pressures on the Adult placement budget reflecting the impact of increasing demand and SDS, along with costs associated with Ordinary Residence client care packages transferring to Renfrewshire HSCP.

Children's Services	Year to Date Position	Year End Outturn
	Underspend £249k	Underspend £299k

- 4.4.3. As previously reported, the underspend within Children's Services is mainly due to vacancies reflecting recruitment and retention issues across the service, including: School Nursing, Children and Adolescent Mental Health, Speech and Language Therapy, and Occupational Therapy.

Hosted Services	Year to Date Position	Year End Outturn
	Underspend £373k	Underspend £448k

- 4.4.4. The underspend in Hosted Services is mainly due to vacancies within the Primary Care screening service which are currently being recruited to and, vacancies within the Podiatry Service which is in the final stages of implementing their new workforce profile.

Prescribing	Year to Date Position	Year End Outturn
	Underspend £669k	Underspend £803k

- 4.4.5. To assist in mitigating risks associated with prescribing cost volatility, the IJB, as part of its financial planning for 2019/20, agreed a net increase of £2.1m to the prescribing budget. This net increase was based on a number of assumptions, including the delivery of prescribing efficiencies and initiatives across NHS GGC and the potential impact of tariff reductions and discount clawbacks.

Due to the uncertain, externally influenced nature of prescribing costs, this remains an area of potential financial risk to the IJB.

As GP Prescribing costs are not available until two months after the month in which prescriptions are dispensed, this means expenditure information is only available for April–November (8 months). The current year-end projection based on the latest available data is an underspend of £803k.

This positive position includes the actual impact of tariff reductions and discount clawbacks, which for 2019/20 are significantly higher than when the IJB agreed the prescribing budget for 2019/20. It is therefore unlikely that all of the additional funding allocated to prescribing through the budget process for 2019/20 will be required. This position will continue to be closely monitored throughout the year as more data emerges, including the full impact of the tariff reductions and discount clawbacks.

4.5. Current Vacancy Position

As highlighted throughout Section 4, and Appendices 1 to 4 of this report, Employee Costs are projecting a significant underspend throughout all services. This is due to a combination of vacancies reflecting recruitment and retention issues across all services.

Appendices 11 and 12 provide a summary of the number and type of vacancies and the areas/posts where these vacancies arise.

5. **Scottish Government Funding 2019/20**

- 5.1. As previously highlighted to members, the 2019/20 allocations for the: Primary Care Improvement Fund (PCIF), Mental Health Action 15 (Action 15) and Alcohol and Drug Partnership (ADP) have been issued. The Scottish Government have confirmed that although the current year allocations have been reduced by the level of Ear Marked reserves held by the IJB, this will not reduce the overall totality of their commitment to fund specific policy initiatives.
- 5.2. In line with Scottish Government requirements, regular returns are submitted to the relevant Scottish Government policy team on our progress of delivering on these programmes. These include updates on our spending profile, workforce and delivery of stated outcomes.
- 5.3. The following table provides a summary of the current position of these three programmes:

Funding Description	2018/19				2019/20			
	Allocation	Received 1 st /2 nd Tranche	Balance held by SG for future years	Transfer to Earmarked Reserves	Allocation	Drawdown from Reserves	Received @ 31st December	Outstanding
	£m	£m	£m	£m	£m	£m	£m	£m
Primary Care Improvement Fund	1.554	1.465	0.089	0.792	1.861	0.792	0.264 *	1.597
Mental Health Action 15	0.374	0.333	0.041	0.306	0.575	0.306	0.097	0.478
Alcohol and Drug Partnership	2.139	2.139	0	0.321	2.229	0	2.229	0
TOTAL	4.067	3.937	0.13	1.419	4.665	1.098	2.326	2.075

* Please note allocation not currently held by HSCP - Awaiting transfer of Budget from NHS GGC Corporate

6. **Reserves**

- 6.1 As detailed in Appendix 10, the opening reserves position for the IJB for 2019/20 was £5.473m, of which £4.543m was Ear Marked to support the delivery of projects which span financial years and is required to enable the IJB to deliver on national outcomes. The remaining balance of £0.930m is general reserves which are not held to meet any specific liability and offer the IJB some flexibility to deal with unforeseen events or emergencies. This equates to 0.45% of the IJB's net budget.
- 6.2 Based on current projections for 2019/20 a total of £2.181m of Ear Marked reserves have been drawn down to date, the details of which are included in paragraph 4.3. The table in Appendix 10 provides further details on the remaining balances held in reserves by the IJB.
- 6.3 In line with the IJB's Reserves Policy members are asked to approve the increase to and creation of the following Ear Marked reserves:

Earmarked Reserves	Opening Position 2019/20 £000's	New Reserves	Closing Position 2019/20 £000's	Movement in Reserves in 2019/20	To be Drawn Down 2020/21 c.£000's	Ongoing c.£000's
District Nurse 3 year Recruitment Programme	161	8	169	8	✓	✓
Mental Health Strategy Interim Support Pending Completion of Psychology Review	0	115	115	115	✓	
HSCP Transformation Programme Funding for Temp Posts	0	500	500	500	✓	✓
Information Communication Funding - Care @ Home Scheduling System	0	882	882	882	✓	
TOTAL EARMARKED RESERVES	161	1,505	1,666	1,505		

- Transfer of SG District Nursing training allocation to the District Nurse recruitment programme reserve.
- Due to delays in the start date of the interim support in place to support the Board Wide Mental Health Strategy, this non-recurring funding will be required in 2020/21.
- Due to delays in the recruitment to the Transformation Programme team posts, the funding for these posts will not be required until 2020/21. This funding will be drawn down as required throughout 2020/21 and 2020/22.
- In line with External Audit recommendations from the 2018/19 Annual Accounts audit, the Information Communication Funding for the implementation of the Care at Home Scheduling System has been moved from the Council's balance sheet to sit more appropriately in the IJB's Ear Marked reserves. This will be drawn down in line with associated implementation costs.

6.4 In addition to the above, members are also requested to approve the creation of an Ear Marked reserve of £288,000, to address capacity shortfalls and maintain sufficient Mental Health Officers (MHOs) within the HSCP. This would provide funding to train 2 MHOs each year over the next three years. Further details are included in Appendix 13 of this report.

6.5 In its 2019/20 budget, Renfrewshire Council, in recognition that the HSCP was progressing a range of service transformation and redesign projects which take time to fully develop and implement, agreed to extend additional support by earmarking £1.4million of non-recurring resources to support the HSCP meet the costs of transformation activities. At its meeting on 9 March 2020, Renfrewshire Council approved a motion to draw down £1million of this non-recurring resource to the Renfrewshire Alcohol and Drugs Commission. This funding is to support priorities emerging from the Alcohol and Drugs Commission, in recognition of the prevention and early intervention emphasis of the Commission's recommendations to support improving outcomes for adults. The remainder of the £1.4million, ie £400,000, will remain available for the HSCP to draw down in support of its Transformation Programme.

6.6 The decision of the IJB at its meeting on 20 September 2019, approving the CFO's recommendations to:

- create a 'Transformation Programme' reserve to provide resources to mitigate the risk of change and to support the transition of HSCP services; and
- to work towards achieving a 2% general reserve balance in recognition of the level of risk which the organisation is likely to be exposed to over the medium term;

is crucial in ensuring the financial sustainability of the partnership in the medium term.

- 6.7 In November 2019 the IJB approved its Medium-Term Financial Plan. The key to its delivery being the two-tiered model to address our 2020/21 financial pressures, whilst in parallel introducing a more strategic approach, focusing on the financial sustainability of the organisation in the medium term.
- 6.8 It is likely that from 2021/22, the budget position for IJBs will be subject to significant demand and cost led financial pressure as outlined for the IJB in the 'Medium Term Financial Plan 2020/21 to 2024/25' approved by the IJB on 22 November 2019.
- 6.9 In addition, it is clear from Renfrewshire Council's medium-term financial outlook, that it anticipates it will be subject to significant pressure over the medium term which is likely to constrain the level of funding uplift it can realistically provide to the HSCP.
- 6.10 Over the past couple of years, the HSCP has benefited from resources passed through from Health as part of the local government settlement arrangements. This has been a key factor in maintaining the current financial stability of the Partnership. However, it should be recognised that the Scottish Government is likely over the medium term to face an increasingly challenging financial position which may place the medium to longer term sustainability of this policy under increasing pressure and the extent of benefit to the Partnership's financial position may diminish over time. It is therefore essential that the IJB continues to plan for a range of potential outcomes, ensuring sufficient flexibility to manage in a sustainable manner the position which emerges over the next few years – with the likely scenario that a significant level of further recurring savings will be required whilst seeking to deliver sustainable and modern services which meet the needs of service users and their families.
- 6.11 It is therefore essential that the IJB continues to focus on the need to pro-actively progress its transformation and modernisation agenda, maintaining a medium term perspective of the financial challenges and where appropriate, generate reserves to help to address: medium term pressures on the assumption that the financial position is more than likely to get more pressured; to provide temporary funding to drive transformation; and, build up contingency reserves in line with Audit Scotland's recommendations.

7 Living Wage Increase 2019/20

- 7.1 As previously reported to the IJB, the new Living Wage rate was set at £9.00 from the 1 May 2019. In line with previous years practice, a % increase has been applied including the impact of on-costs. The new rate of £9.30 for 2020, was announced on 11 November 2019 at the start of Living Wage week and will be applicable from 1 May 2020.
- 7.2 All contracted providers of Care at Home services and Supported Living services have been offered an increase to allow the payment of the new Living Wage rate. To date, 5 Care at Home providers have accepted the increase and the remaining 2 providers have confirmed that although their staff receive the SLW rate, they are currently unable to accept the increase due to ongoing discussions with their staff groups. For supported living services all 10 providers have accepted the uplift.

- 7.3 The 3 contracted providers of Adult Residential services within Renfrewshire have agreed to an increase of 3.40% in line with the 2019/20 increase for the National Care Home Contract (NCHC).
- 7.4 On acceptance of offers made, all Living Wage uplifts will be backdated to 1 May 2019.
- 7.5 Work continues in relation to the review out of area placements. Where placements have been made using Scotland Excel's national framework for Adult Residential services, all rates currently paid are based on the current Scottish Living Wage. Where placements have been made off contract, host local authority rates are considered if applicable. If there is no host local authority rate available, the providers will be offered a % increase to allow the payment of the new Living Wage from 1 May 2019.

Implications of the Report

1. **Financial** – Financial implications are discussed in full in the report above.
2. **HR & Organisational Development** – none
3. **Community Planning** - none
4. **Legal** – This is in line with Renfrewshire IJB's Integration Scheme
5. **Property/Assets** – none.
6. **Information Technology** – none
7. **Equality & Human Rights** – The recommendations contained within this report have been assessed in relation to their impact on equalities and human rights. No negative impacts on equality groups or potential for infringement have been identified arising from the recommendations contained in the report. If required following implementation, the actual impact of the recommendations and the mitigating actions will be reviewed and monitored and the results of the assessment will be published on the Council's website.
8. **Health & Safety** – none.
9. **Procurement** – Implementation of the living wage impact on existing contracts with providers and their ability to deliver within the allocated funding package.
10. **Risk** – There are a number of risks which should be considered on an ongoing basis: adequate funding to deliver core services.
11. **Privacy Impact** – none.

Author: Sarah Lavers, Chief Finance Officer

Any enquiries regarding this paper should be directed to Sarah Lavers, Chief Finance Officer (Sarah.Lavers@renfrewshire.gov.uk / 0141 618 6824)

Appendix 1

HSCP Revenue Budget Position 1st April 2019 to 31st January 2020

Subjective Heading	YTD Budget £000's	In year adjustments £000's	Adjustment in line with Annual Accounts £000's	Drawdown From Reserves £000's	Reserves Budget Adjustments £000's	Revised Budget £000's	Actual Spend YTD £000's	Variance		
								£000's	%	
Employee Costs	64,282	3,692		988	-	68,962	66,291	2,671	4%	underspend
Property Costs	794	2		173		970	973	(4)	0%	overspend
Supplies and Services	17,337	(506)	(10,212)	611		7,229	7,681	(451)	-6%	overspend
Third Party Payments	48,838	1,618		51		50,507	50,927	(421)	-1%	overspend
Purchase Of Healthcare	2,055	678		-		2,733	2,812	(79)	-3%	overspend
Transport	681	-		-		681	634	47	7%	underspend
Family Health Services	67,171	4,945		-		72,116	71,443	673	1%	underspend
Support Services	59	-		-		59	52	8	15%	underspend
Transfer Payments (PTOB)	3,102	(664)		-		2,438	2,275	162	7%	underspend
Resource Transfer	15,864	1,633	(17,497)	-		-	-	-	0%	breakeven
Set Aside	26,035	-		-		26,035	26,035	-	0%	breakeven
Gross Expenditure	246,219	11,396	(27,708)	1,823	-	231,729	229,123	2,606	1%	underspend
Income	(25,415)	(387)			(1,823)	(27,625)	(27,910)	285	-1%	underspend
NET EXPENDITURE	220,804	11,009	(27,708)	1,823	(1,823)	204,105	201,213	2,891	1%	underspend

Care Group	YTD Budget £000's	In year adjustments £000's	Adjustment in line with Annual Accounts £000's	Drawdown From Reserves £000's	Reserves Budget Adjustments £000's	Revised Budget £000's	Actual Spend YTD £000's	Variance		
								£000's	%	
Adults & Older People	54,907	706		167	(167)	55,613	54,061	1,553	3%	underspend
Mental Health	17,510	1,465		256	(256)	18,975	18,813	162	1%	underspend
Learning Disabilities	13,308	305		140	(140)	13,613	13,985	(372)	-3%	overspend
Children's Services	4,511	598		124	(124)	5,109	4,860	249	5%	underspend
Prescribing	29,418	1,183		-	-	30,601	29,932	669	2%	underspend
Health Improvement & Inequalities	733	135		-	-	868	704	164	23%	underspend
FHS	35,962	3,874		-	-	39,836	39,836	1	0%	overspend
Resources	2,752	485		952	(952)	3,237	3,144	93	3%	underspend
Hosted Services	8,817	625		184	(184)	9,442	9,068	373	4%	underspend
Resource Transfer	15,864	1,633	(17,497)			-	-	-	0%	breakeven
Social Care Fund	10,212		(10,212)			-	-	-	0%	breakeven
Set Aside	26,035					26,035	26,035	-	0%	breakeven
Other Delegated Services	776					776	776	-	0%	breakeven
NET EXPENDITURE	220,804	11,009	(27,708)	1,823	(1,823)	204,105	201,213	2,891	1%	underspend

Appendix 2

HSCP Revenue Budget Position 1st April 2019 to 31st March 2020

Subjective Heading	Annual Budget £000's	In year adjustments £000's	Adjustment in line with Annual Accounts £000's	Drawdown From Reserves £000's	Reserves Budget Adjustments £000's	Revised Budget £000's	Projected Spend to Year End £000's	Variance		
								£000's	%	
Employee Costs	76,648	4,426		1,185		82,259	79,069	3,190	4%	underspend
Property Costs	939	2		205		1,146	1,151	(5)	0%	overspend
Supplies and Services	20,766	(598)	(12,254)	732		8,646	9,180	(534)	-6%	overspend
Third Party Payments	57,718	1,912		60		59,690	60,187	(497)	-1%	overspend
Purchase Of Healthcare	2,466	813		-		3,279	3,374	(95)	-3%	overspend
Transport	805	-		-		805	749	56	7%	underspend
Family Health Services	80,605	5,934		-		86,539	85,732	807	1%	underspend
Support Services	70	-		-		70	61	9	15%	underspend
Transfer Payments (PTOB)	3,666	(785)		-		2,881	2,689	192	7%	underspend
Resource Transfer	19,037	1,959	(20,996)	-		-	-	-	0%	breakeven
Set Aside	31,242	-		-		31,242	31,242	-	0%	breakeven
Gross Expenditure	293,963	13,663	(33,250)	2,182	-	276,558	273,434	3,124	1%	underspend
Income	(30,083)	(471)			(2,182)	(32,736)	(33,073)	337	-1%	underspend
NET EXPENDITURE	263,880	13,192	(33,250)	2,182	(2,182)	243,822	240,361	3,461	1%	underspend

Care Group	Annual Budget £000's	In year adjustments £000's	Adjustment in line with Annual Accounts £000's	Drawdown From Reserves £000's	Reserves Budget Adjustments £000's	Revised Budget £000's	Projected Spend to Year End £000's	Variance		
								£000's	%	
Adults & Older People	65,079	836		198	(198)	65,915	64,069	1,846	3%	underspend
Mental Health	20,975	1,755		307	(307)	22,730	22,537	193	1%	underspend
Learning Disabilities	15,744	362		165	(165)	16,106	16,543	(437)	-3%	overspend
Children's Services	5,413	718		149	(149)	6,131	5,832	299	5%	underspend
Prescribing	35,302	1,419		-	-	36,721	35,918	803	2%	underspend
Health Improvement & Inequalities	880	162		-	-	1,042	845	197	23%	underspend
FHS	43,155	4,649		-	-	47,804	47,803	1	0%	overspend
Resources	3,302	582		1,142	(1,142)	3,884	3,773	111	3%	underspend
Hosted Services	10,580	750		221	(221)	11,330	10,882	448	4%	underspend
Resource Transfer	19,037	1,959	(20,996)			-	-	-	0%	breakeven
Social Care Fund	12,254	-	(12,254)			-	-	-	0%	breakeven
Set Aside	31,242	-				31,242	31,242	-	0%	breakeven
Other Delegated Services	917	-				917	917	-	0%	breakeven
NET EXPENDITURE	263,880	13,192	(33,250)	2,182	(2,182)	243,822	240,361	3,461	1%	underspend

Appendix 3

Health Revenue Budget Position 1st April 2019 to 31st January 2020

Subjective Heading	YTD Budget £000's	In year adjustments £000's	Adjustment in line with Annual Accounts £000's	Drawdown From Reserves £000's	Reserves Budget Adjustments £000's	Revised Budget £000's	Actual Spend YTD £000's	Variance		
								£000's	%	
Employee Costs	37,330	3,449		988		41,767	39,884	1,883	5%	underspend
Property Costs	30	-		-		30	54	(24)	-44%	overspend
Supplies and Services	15,236	27	(10,212)	552		5,602	5,653	(50)	-1%	overspend
Purchase Of Healthcare	2,055	678		-		2,733	2,812	(79)	-3%	overspend
Family Health Services	67,171	4,945		-		72,116	71,443	673	1%	underspend
Set Aside	26,035	-		-		26,035	26,035	-	0%	breakeven
Resource Transfer	15,864	1,633	(17,497)	-		-	-	-	0%	breakeven
Gross Expenditure	163,721	10,731	(27,708)	1,539	-	148,283	145,881	2,403	2%	Underspend
Income	(2,600)	(745)			(1,539)	(4,884)	(4,884)	-	0%	breakeven
NET EXPENDITURE	161,121	9,986	(27,708)	1,539	(1,539)	143,399	140,997	2,403	2%	Underspend

Care Group	YTD Budget £000's	In year adjustments £000's	Adjustment in line with Annual Accounts £000's	Drawdown From Reserves £000's	Reserves Budget Adjustments £000's	Revised Budget £000's	Actual Spend YTD £000's	Variance		
								£000's	%	
Addiction Services	2,237	18		-	-	2,255	2,040	215	11%	underspend
Adult Community Services	8,155	61		23	(23)	8,216	7,813	403	5%	underspend
Children's Services	4,511	598		124	(124)	5,109	4,860	249	5%	underspend
Learning Disabilities	904	75		-	-	979	855	124	15%	underspend
Mental Health	15,522	1,299		256	(256)	16,821	16,709	112	1%	underspend
Hosted Services	8,817	625		184	(184)	9,442	9,068	373	4%	underspend
Prescribing	29,418	1,183		-	-	30,601	29,932	669	2%	underspend
Gms	18,341	1,864		-	-	20,205	20,205	(0)	0%	breakeven
FHS Other	17,622	2,010		-	-	19,632	19,631	1	0%	breakeven
Planning & Health Improvement	733	135		-	-	868	704	164	23%	underspend
Primary Care Improvement Prog	-	85		927	(927)	85	85	-	0%	breakeven
Resources	2,752	400		25	(25)	3,152	3,059	93	3%	underspend
Set Aside	26,035	-		-	-	26,035	26,035	-	0%	breakeven
Resource Transfer	15,864	1,633	(17,497)	-	-	-	-	-		
Social Care Fund	10,212	-	(10,212)	-	-	-	-	-		
NET EXPENDITURE	161,122	9,986	(27,708)	1,539	(1,539)	143,399	140,997	2,403	2%	Underspend

Appendix 4

Health Budget Year End Position 1st April 2019 to 31st March 2020

Subjective Heading	Annual Budget £000's	In year adjustments £000's	Adjustment in line with Annual Accounts £000's	Drawdown From Reserves £000's	Reserves Budget Adjustments £000's	Revised Budget £000's	Projected Spend to Year End £000's	Variance		
								£000's	%	
Employee Costs	44,796	4,139		1,185		50,120	47,861	2,259	5%	Underspend
Property Costs	36					36	65	(29)	-44%	Overspend
Supplies and Services	18,283	32	(12,254)	662		6,723	6,783	(60)	-1%	Overspend
Purchase Of Healthcare	2,466	813				3,279	3,374	(95)	-3%	Overspend
Family Health Services	80,605	5,934				86,539	85,732	807	1%	Underspend
Set Aside	31,242					31,242	31,242	-	0%	breakeven
Resource Transfer	19,037	1,959	(20,996)			-	-	-		
Gross Expenditure	196,466	12,877	(33,250)	1,847	-	177,940	175,057	2,883	2%	Underspend
Income	(3,120)	(894)			(1,847)	(5,861)	(5,861)	-	0%	breakeven
NET EXPENDITURE	193,346	11,983	(33,250)	1,847	(1,847)	172,079	169,196	2,883	2%	Underspend

Care Group	Annual Budget £000's	In year adjustments £000's	Adjustment in line with Annual Accounts £000's	Drawdown From Reserves £000's	Reserves Budget Adjustments £000's	Revised Budget £000's	Projected Spend to Year End £000's	Variance		
								£000's	%	
Addiction Services	2,684	22				2,706	2,448	258	11%	underspend
Adult Community Services	9,786	73		28	(28)	9,859	9,376	483	5%	underspend
Children's Services	5,413	718		149	(149)	6,131	5,832	299	5%	underspend
Learning Disabilities	1,085	90				1,175	1,026	149	15%	underspend
Mental Health	18,626	1,559		307	(307)	20,185	20,051	134	1%	underspend
Hosted Services	10,580	750		221	(221)	11,330	10,882	448	4%	underspend
Prescribing	35,302	1,419				36,721	35,918	803	2%	underspend
Gms	22,009	2,237				24,246	24,246	(0)	0%	breakeven
FHS Other	21,146	2,412				23,558	23,557	1	0%	breakeven
Planning & Health Improvement	880	162				1,042	845	197	23%	underspend
Primary Care Improvement Prog		102		1,112	(1,112)	102	102	-	100%	underspend
Resources	3,302	480		30	(30)	3,782	3,671	111	3%	underspend
Set Aside	31,242					31,242	31,242	-	0%	breakeven
Resource Transfer	19,037	1,959	(20,996)			-	-	-		
Social Care Fund	12,254		(12,254)			-	-	-		
NET EXPENDITURE	193,346	11,983	(33,250)	1,847	(1,847)	172,079	169,196	2,883	2%	Underspend

**Adult Social Care Revenue Budget Position
1st April 2019 to 31st January 2020**

Subjective Heading	YTD Budget £000's	In year adjustments £000's	Drawdown From Reserves £000's	Reserves Budget Adjustments £000's	Revised Budget £000's	Actual Spend YTD £000's	Variance		
							£000's	%	
Employee Costs	26,915	243	-		27,158	26,370	788	3.0%	underspend
Property Costs	298	2	173		473	453	20	4.5%	underspend
Supplies and Services	2,089	(533)	59		1,615	2,016	(401)	-19.9%	overspend
Third Party Payments	48,838	1,618	51		50,507	50,927	(421)	-0.8%	overspend
Transport	677	-	-		677	630	47	7.5%	underspend
Support Services	59	-	-		59	52	8	14.8%	underspend
Transfer Payments (PTOB)	2,800	(664)	-		2,136	1,973	162	8.2%	underspend
Gross Expenditure	81,677	665	283	-	82,625	82,421	204	0.2%	underspend
Income	(22,770)	358		(283)	(22,696)	(22,981)	285	-1.2%	underspend
NET EXPENDITURE	58,907	1,023	283	(283)	59,930	59,441	489	0.8%	underspend

Care Group	YTD Budget £000's	In year adjustments £000's	Drawdown From Reserves £000's	Reserves Budget Adjustments £000's	Revised Budget £000's	Actual Spend YTD £000's	Variance		
							£000's	%	
Older People	38,851	394	144	(144)	39,245	38,283	962	2.5%	underspend
Physical or Sensory Difficulties	5,101	233	-	-	5,333	5,386	(52)	-1.0%	overspend
Learning Difficulties	12,404	230	140	(140)	12,634	13,130	(496)	-3.8%	overspend
Mental Health Needs	1,988	166	-	-	2,153	2,104	50	2.4%	underspend
Addiction Services	564	-	-	-	564	538	25	4.7%	underspend
NET EXPENDITURE	58,907	1,023	283	(283)	59,930	59,441	489	0.8%	underspend

**Adult Social Care Revenue Budget Year End Position
1st April 2019 to 31st March 2020**

Subjective Heading	Annual Budget £000's	In year adjustments £000's	Drawdown From Reserves £000's	Reserves Budget Adjustments £000's	Revised Budget £000's	Projected Spend to Year End £000's	Variance		
							£000's	%	
Employee Costs	31,809	287			32,096	31,165	931	3.0%	underspend
Property Costs	352	2	205		559	535	24	4.5%	underspend
Supplies and Services	2,469	(630)	70		1,909	2,383	(474)	-19.9%	overspend
Third Party Payments	57,718	1,912	60		59,690	60,187	(497)	-0.8%	overspend
Transport	800				800	744	56	7.5%	underspend
Support Services	70				70	61	9	14.8%	underspend
Transfer Payments (PTOB)	3,309	(785)			2,524	2,332	192	8.2%	underspend
Gross Expenditure	96,527	786	335	-	97,648	97,407	241	0.2%	underspend
Income	(26,910)	423		(335)	(26,822)	(27,159)	337	-1.2%	underspend
NET EXPENDITURE	69,617	1,209	335	(335)	70,826	70,248	578	0.8%	underspend

Care Group	Annual Budget £000's	In year adjustments £000's	Drawdown From Reserves £000's	Reserves Budget Adjustments £000's	Revised Budget £000's	Projected Spend to Year End £000's	Variance		
							£000's	%	
Older People	45,915	466	170	(170)	46,381	45,244	1,137	2.5%	underspend
Physical or Sensory Difficulties	6,028	275			6,303	6,365	(62)	-1.0%	overspend
Learning Difficulties	14,659	272	165	(165)	14,931	15,517	(586)	-3.8%	overspend
Mental Health Needs	2,349	196			2,545	2,486	59	2.4%	underspend
Addiction Services	666				666	636	30	4.7%	underspend
NET EXPENDITURE	69,617	1,209	335	(335)	70,826	70,248	578	0.8%	underspend

**Renfrewshire Council 'Other Delegated Services'
1st April 2019 to 31st January 2020**

Subjective Heading	Year to Date Budget £000's	Projection to Year End £000's	Variance £000's	%	
Employee Costs	36	36	-	0%	breakeven
Property Costs	466	466	-	0%	breakeven
Supplies and Services	12	12	-	0%	breakeven
Transport	4	4	-	0%	breakeven
Support Services	-	-	-	0%	breakeven
Transfer Payments (PTOB)	302	302	-	0%	breakeven
Gross Expenditure	821	821	-	0%	breakeven
Income	(45)	(45)	-	0%	breakeven
NET EXPENDITURE	776	776	-	0%	breakeven

Client Group	Year to Date Budget £000's	Projection to Year End £000's	Variance £000's	%	
Housing Adaptations	701	701	-	0%	breakeven
Women's Aid	74	74	-	0%	breakeven
Grant Funding for Women's Aid	-	-	-	0%	breakeven
NET EXPENDITURE	776	776	-	0%	breakeven

1st April 2019 to 31st March 2020

Subjective Heading	Annual Budget £000's	Projection to Year End £000's	Variance £000's	%	
Employee Costs	43	43	-	0%	breakeven
Property Costs	551	551	-	0%	breakeven
Supplies and Services	14	14	-	0%	breakeven
Transport	5	5	-	0%	breakeven
Support Services	-	-	-	0%	breakeven
Transfer Payments (PTOB)	357	357	-	0%	breakeven
Gross Expenditure	970	970	-	0%	breakeven
Income	(53)	(53)	-	0%	breakeven
NET EXPENDITURE	917	917	-	0%	breakeven

Client Group	Annual Budget £000's	Projection to Year End £000's	Variance £000's	%	
Housing Adaptations	829	829	-	0%	breakeven
Women's Aid	88	88	-	0%	breakeven
Grant Funding for Women's Aid	-	-	-	0%	breakeven
NET EXPENDITURE	917	917	-	0%	breakeven

2019/20 Adult Social Care Base Budget and In-Year Adjustments

	£k
2019/20 Renfrewshire HSCP Opening Budget:	69,617.0
<u>Additions:</u>	
Non Recurring Drawdown of Council Reserves	1,231.7
SWIFT Hosting Costs	-23.0
	70,825.7

2019/20 Health Base Budget and In-Year Adjustments		£k
2019-20 Renfrewshire HSCP Financial Allocation		162,104.0
Add: Set Aside		31,242.0
less: Budget Adjustments		
Social Care Fund		-12,254.0
Resource Transfer		-20,662.0
	= base budget rolled over	160,430.0
Additions:		
Continuing Care - Transfer		1,128.0
Budget Uplift - 2.54%		3,040.0
Family Health Service Adjustment		969.9
Smoking Cessation Funding		65.2
		5,203.1
Non-Recurring:		
Cognitive Behavioural Therapist Posts - Psychology review		150.0
Budget allocated as per 2019/20 Financial Allocation 31st May 2019		165,783.1
Budget Adjustments posted in month 3		
Non-Recurring:		
Funding from Health Board for Primary Care Screening Posts		86.7
Health Budget as reported @ 30th June 19		165,869.8
Budget Adjustments posted in month 4		
Additions:		
Superann Increase - Funding from Scottish Government		2,055.8
Non-Recurring:		
Transfer to Resource Transfer		-300.0
Health Budget as reported @ 31st July 19		167,625.6
Budget Adjustments posted in month 5		
Additions:		
Hospice Superann		56.0
Reductions:		
Primary Care Contract transferred to Board		-100.5
Non-Recurring:		
ADP Funding		256.2
Action 15		96.8
Prescribing Tariff Swap		-698.6
GMS Adjustment		911.9
		566.3
Health Budget as reported @ 31st August 2019		168,147.4
Budget Adjustments posted in month 6		
Additions:		
GP Subcommittee Funding		111.8
Reductions:		
Violence Reduction Post - Moved to Glasgow City		-50.0
Non-Recurring:		
GP Premises Supporting Improvements		101.5
Primary Medical Services (PMS) - Provision & Support		360.9
		462.4
Health Budget as reported @ 30th September 2019		168,671.6
Budget Adjustments posted in month 7		
Additions:		
GMS Adjustment		1,860.9
Non-Recurring:		
Scottish Government - Funding for Paid As If At Work 17-18		14.4
Primary Care Screening - HPV Boys Campaign		25.9
		40.3
Health Budget as reported @ 31st October 2019		170,572.8
Budget Adjustments posted in month 8		
Non-Recurring:		
Mental Health Outcomes Funding from Scottish Government		279.6
GMS Adjustment		-7.8
		271.8
Health Budget as reported @ 30th November 2019		170,844.6
Budget Adjustments posted in month 9		
Non-Recurring:		
Smoking Prevention Monies from Scottish Government		36.0
GMS Adjustment		517.8
		553.8
Health Budget as reported @ 31st December 2019		171,398.4
Budget Adjustments posted in month 10		
Non-Recurring:		
Funding from Scottish Government - CAMCHP123 ADP LOCAL IMP FUND		320.8
GMS Adjustment		359.1
		679.9
Health Budget as reported @ 31st January 2020		172,078.3

Movement in Reserves

Earmarked Reserves	Opening Position 2019/20 £000's	Amounts Drawn Down in 2019/20	New Reserves	Closing Position 2019/20 £000's	Movement in Reserves in 2019/20	To be Drawn Down 2019/20 c.£000's	To be Drawn Down 2020/21 c.£000's	Ongoing c.£000's
PCTF Monies Allocated in 16/17 and 17/18 for Tests of Change and GP Support	419	-39		380	-39	-23	✓	✓
Primary Care Improvement Program (19/20)	816	-816		0	-816	-816		
GP Premises Fund - Renfrewshire share of NHSGGC funding for GP premises impro	562	-305		257	-305	✓	✓	
Primary Care Transformation Fund Monies	39	-39		0	-39	-39		
District Nurse 3 year Recruitment Programme	161		8	169	8	✓	✓	✓
Prescribing	557			557	0	✓		
ADP Funding (19/20)	321			321	0	-321		
Tec Grant	20			20	0	-20		
Single Point of Access Implementation (19/20)	28	-28		0	-28	-28		
Funding to Mitigate Any Shortfalls in Delivery of Approved Savings	150	-150		0	-150	-150		
Health Visiting	181	-149		32	-149	✓	✓	
Tannahill Diet and Diabetes Pilot Project	15	-15		0	-15	-15		
Mental Health Improvement Works	150			150	0	✓	✓	
Mental Health Action 15 (19/20)	306	-306		0	-306	-306		
Mental Health Strategy Interim Support Pending Completion of Psychology Review	0		115	115	115			
HSCP Transformation Programme Funding for Temp Posts	0		500	500	500			
ICT Swift Update Costs	27			27	0			
Information Communication Funding - Care @ Home Scheduling System	0		882	882	882		✓	
Mile End Refurbishment	100	-100		0	-100	-100		
LA Care Home Refurbishment	300			300	0	-300		
Westland Gardens Refurbishment	105	-105		0	-105	-105		
Eclipse Support Costs (2 Year)	156			156	0	-78	-78	
Care @ Home Refurbishment and Uniform Replacement	70	-70		0	-70	-70		
Additional Support Costs for Transitioning Placement	60	-60		0	-60	-60		
TOTAL EARMARKED RESERVES	4,543	-2,182	1,505	3,866	-677			

General Reserves	Opening Position 2019/20 £000's	Amounts Drawn Down in 2019/20	Projected New Reserves	Closing Position 2019/20 £000's	Movement in Reserves in 2019/20
Renfrewshire HSCP - Health delegated budget under spend carried forward	930			930	0
TOTAL GENERAL RESERVES	930	0	0	930	0
OVERALL RESERVES POSITION	5,473	-2,182	1,505	4,796	-677

HSCP Vacancy Position at 31 January 2020 Per Client Group

Care Group	Health	Adult Social Care	TOTAL HSCP
	# Current Vacancies FTE	# Current Vacancies FTE	# vacancies FTE
Adults & Older People	15.83	105.55	121.38
Mental Health	39.99	4.00	43.99
Learning Disabilities	0.55	7.00	7.55
Children's Services	2.93		2.93
Health Improvement & Inequalities	1.00		1.00
Resources	3.67		3.67
Hosted Services	6.16		6.16
TOTAL	70.13	116.55	186.68

**HSCP Vacancy Position at 31 January 2020
Per Job Description**

Job Description	Health	Adult Social Care	TOTAL HSCP
	# Current Vacancies FTE	# Current Vacancies FTE	# vacancies FTE
Admin & Clerical	4.67		4.67
Adult Services Manager		1.00	1.00
Care Assistant		0.54	0.54
Care at Home Team Manager		2.00	2.00
Caretaker		0.19	0.19
Change & Improvement Officer		1.00	1.00
Community Alarm Manager		1.00	1.00
Community Alarm Responder		7.30	7.30
Community Alarm Responder (Night)		0.81	0.81
Community Alarms Team Leader (Nights)		0.95	0.95
Community Meals Driver		4.37	4.37
Data Quality Assistant		3.00	3.00
Day Care Officer		0.53	0.53
Day Centre Officer		0.59	0.59
Day Service Assistant		4.10	4.10
Day Service Officer		0.64	0.64
Escort/ Attendant		0.57	0.57
Finance, Planning & Improvement		1.00	1.00
Health Promotion	1.00		1.00
Home Care Team Leader		4.65	4.65
Home Care Worker		49.92	49.92
Home Care Worker (Night)		0.81	0.81
Manager		1.00	1.00
Medical & Dental	2.95		2.95
Mental Health Support Worker		0.19	0.19
Nursing Staff - Trained	33.65		33.65
Nursing Staff - Untrained	12.62		12.62
Occupational Therapist	3.50		3.50
Physiotherapist	1.35		1.35
Podiatrist	3.80		3.80
Practical Support Team Member		1.03	1.03
Primary Care Support - Officer Services	1.96		1.96
Psychology	4.63		4.63
Resource Officer		3.00	3.00
Senior Day Care Officer		1.00	1.00
Service Delivery Scheduler		3.05	3.05
Social Care Assistant		6.87	6.87
Social Care Worker		3.44	3.44
Social Care Worker (Nights)		2.13	2.13
Social Worker		5.00	5.00
Strategic Service Delivery Team Manager		1.00	1.00
Systems Officer (Systems)		1.00	1.00
Team Manager		2.88	2.88
TOTAL	70.13	116.55	186.68

Mental Health Officer – Capacity Pressures

Currently there are significant demands on the service against available resource. Although the total number of MHOs appears reasonable (31 staff; 27.76 fte): 10.6 fte in the Mental Health Officer Team; 9.16fte are management roles across the partnership, therefore, the amount of MHO work undertaken is low; and, 8 fte located in dispersed teams and do not carry a high volume of MHO work. The bulk of the statutory MHO work is undertaken by the full time MHO Team, however, demand versus resource means that there is a Medium Risk of failing to meet our statutory duties.

The full-time team are currently at full capacity and referrals have risen by 15% since April 2018. In addition, the level of complexity in cases is increasing meaning staff need to devote longer to each case. As shown in the table below, the MHO workforce is ageing against lower numbers coming forward for the MHO Award training.

MHOs	Age Group										Total
	<25	25-29	30-34	35-39	40-44	45-49	50-54	60-64	65+	Unknown	
Female	0	1	3	1	1	5	4	0	1	0	24
Male	0	0	3	0	1	1	1	1	0	0	7
Total	0	1	6	1	2	6	5	1	1	0	31

The above table shows the current age banding of MHOs in Renfrewshire with c.30% <50, and c30% <40. This is similar to the national picture.

Pressures from the rise in AWI applications is significant encompassing both private and local authority referrals. Additionally, with AWI over 65% of new orders being granted are now for less than 5 years resulting in requests for reports for their renewal.

Mental Health Tribunals place additional time burden on MHOs. Since April 2018, MHOs have spent the equivalent of 250 days in tribunal hearings, in addition the added pressure of Hospital Delayed Discharge and an increase in the number of Forensic Cases which involve a significant level of contact and work, (including travel to secure hospitals often some distance from Renfrewshire) are placing additional pressure on the service.

In order to address capacity shortfalls and to maintain sufficient MHOs to undertake their full range of statutory duties, it is estimated that Renfrewshire HSCP require to train a minimum of 2 MHOs each year over next three years. The costs associated with this proposed programme are summarised below:

Cost Breakdown as follows:

Candidate Fees to University	per candidate	x 2 per annum	£3,000	total over 3 years	£18,000
Back fill to candidate home team	per candidate	x2 per annum	£45,000	Total over 3 years	£270,000
TOTAL					£288,000