

Budget Planning 2021/22

The budget gap which we have to meet is £6.268m as per the budget outlook report to be submitted to IJB in September 2020 based on the mid-range scenario. Adding back the previously agreed new saving for prescribing of £500k increases this to £6.768m.

We have excluded areas on both sides where savings are not thought to be possible. After such exclusions and allowing a small amount for contingencies to provide a small degree of choice on savings to the IJB and allow for any existing savings which we may decide are not deliverable, the savings target is 4% for all budgets in scope. This compares with targets last year of 3% for Health and 7.5% for Social Work.

Excluded budgets for Social Work totalling £759k are as follows:

- Chief Officers costs and audit fees
- Vacancy savings
- Community Justice
- CareFirst maintenance budget, central repairs, recharges for leases and hires

Excluded budgets for Health of £101.260m are as follows:

- NHS GG&C main SLA (recently negotiated) £65.756m
- Family Health Services £28.005m
- Salaried dental services £2.988m
- Depreciation £2.301m
- A&B Addictions Team and other ADP budgets £1.394m

This year targets have been set on an overall basis in line with the objectives of full integration. Each Head of Service can determine where to take the savings across their full budget.

Savings targets have been set as follows:

Head of Service	In Scope budget £k	Savings target @ 4% £k
Patricia Renfrew – Children & Families & Justice	22,079	882
Caroline Cherry – Community & Hospital services	153,544	3,510
Julie Lusk – Mental Health, LD, PD	27,599	1,105
Stephen Whiston – Planning & Performance	2,147	85
Nicola Shinaia – Public Health	939	38
Rebecca Helliwell – Medical Director	386	16
Liz Higgins – Lead Nurse	1494	60
George Morrison – Estates & Finance	6159	247
Donald MacFarlane – Dental	863	35
Fiona Thomson - Prescribing	19,572	783
Jane Fowler – People & Change	627	25
Joanna MacDonald – Chief Officer	1,615	64
Total	170,187	6,850

Heads of Service are asked to complete savings templates to show how their savings target may be achieved.

The saving templates have to be **completed by Friday 13 November 2020** and sent to Judy Orr, copied to Morven Moir and to David Forshaw. It is up to you how you “chunk” your service and therefore how many templates you produce, but the chunks should be sensible in terms of value and proposals i.e. we don’t want lots of templates for low values. You probably want to ensure that you have one for each budget holder that you reports to you, but you have freedom to decide where you want your savings to fall, and you should not feel constrained that an equal share has to fall on each budget holder or service area. It is expected that you will discuss your savings plans within your service management teams, and you should feel free to take advice from your finance contacts. It would be helpful if you could distinguish whether the savings is related to a social work budget or a health budget.

Each template may include a number of different savings proposals or options which together make up the required level of savings. An example template attached has been partially completed to give you an idea of how to complete it.

Savings templates will be discussed at the informal IJB on 25 November, so it is imperative that none are returned incomplete or late.

If you have any questions on any of the above instructions, please do not hesitate to contact me or David Forshaw (for Social Work) or Morven Moir (for Health).

Judy Orr
Head of Finance and Transformation
20 October 2020

Supplementary documents attached:

1. Savings Template
2. Summary of in-scope budgets

Appendix 2: Summary of in scope budgets £000s and savings @ 4%

Cost centre description		Budget total £k	Savings £k	Head of Service
Ab Children And Fams	A&b Chp Camhs	947	38	Patricia Renfrew
Ab Children And Fams	A&b Chp Child Health Services	329	13	Patricia Renfrew
Ab Children And Fams	Ab Care Packages Childrens	80	3	Patricia Renfrew
Ab Children And Fams	Ab Cfs Ggc Charges	562	22	Patricia Renfrew
Ab Children And Fams	Ab Cfs Other Comm	12	0	Patricia Renfrew
Ab Children And Fams	Ab Child Health Teams	2,832	113	Patricia Renfrew
Ab Children And Fams	Ab Maternity Services	2,144	86	Patricia Renfrew
Ab Children And Fams	Ab Paed Ahps	961	38	Patricia Renfrew
Ab Children And Fams	Mangt Children + Families	122	5	Patricia Renfrew
Ab Comm And Hosp Serv	A&b Commissioning Ser	3,805	152	Caroline Cherry
Ab Comm And Hosp Serv	A&b Cowal & Bute	12,827	513	Caroline Cherry
Ab Comm And Hosp Serv	A&b Hel & Lomond	3,711	148	Caroline Cherry
Ab Comm And Hosp Serv	A&b Maki	15,582	623	Caroline Cherry
Ab Comm And Hosp Serv	A&b Oli	21,542	862	Caroline Cherry
Ab Comm And Hosp Serv	Management	436	17	Caroline Cherry
Ab Comm And Sal Dental	A&b Cds & Sgdp Service	863	35	Donald MacFarlane
Ab Estates	Ab Estates	5,390	216	George Morrison
Ab Income	A&b Comm Income	(1,081)	0	n/a
Ab Lead Nurse	Lead Nurse	1,494	60	Liz Higgins
Ab Management Services	Ab People And Change	627	25	Jane Fowler
Ab Management Services	Finance	769	31	George Morrison
Ab Management Services	General Manager	805	32	Joanna MacDonald
Ab Management Services	Medical Director	147	6	Rebecca Helliwell
Ab Management Services	Practitioner Services	239	10	Rebecca Helliwell
Ab Mental Hlth And Ld	A&b Mental Health	8,588	344	Julie Lusk
Ab Mental Hlth And Ld	Ab Mh Ggc Charges	2,414	97	Julie Lusk
Ab Mental Hlth And Ld	Ab Mh Other Comm	219	9	Julie Lusk
Ab Mental Hlth And Ld	Mh Care Packages	2,306	92	Julie Lusk
Ab Planning And Perf	A&b Chp Facilities	351	14	Stephen Whiston
Ab Planning And Perf	E Health	1,119	45	Stephen Whiston
Ab Planning And Perf	Planning & Performance	87	3	Stephen Whiston
Ab Planning And Perf	Technology Enabled Care (tec)	155	6	Stephen Whiston
Ab Prescribing	A&b Prescribing	317	13	Fiona Thomson
Ab Prescribing	A+b Pharmacy Management	755	30	Fiona Thomson
Ab Prescribing	A+b Prescribing (east)	10,195	408	Fiona Thomson
Ab Prescribing	A+b Prescribing (west)	8,305	332	Fiona Thomson
Ab Public Health	Comms And Engagement	15	1	Nicola Schinaia
Ab Public Health	Public Health	924	37	Nicola Schinaia
ABC Social Work	Chief Officer	810	32	Joanna MacDonald
ABC Social Work	Adult - Older People	29,885	1,195	Caroline Cherry
ABC Social Work	Adult - LD, MH and PD	14,072	563	Julie Lusk
ABC Social Work	Children and Families	14,090	564	Patricia Renfrew
ABC Social Work	Planning & Performance	435	17	Stephen Whiston
	Totals	170,187	6,850	