Wiltshire Council

Cabinet

1 February 2022

Subject: Financial Year 2021/2022 - Quarter Three Revenue

Budget Monitoring

Cabinet Member: Cllr Richard Clewer Leader of the Council and Cabinet

Member for MCI, Economic Development, Heritage, Arts, Tourism and Health & Wellbeing and Interim Cabinet Member responsible for Finance & Procurement,

Commissioning and Commercialisation

Key Decision: Non-Key

Executive Summary

This report informs members of the third quarterly revenue budget monitoring forecast position (as at 31 December 2021) for the financial year 2021/22, including an update on the specific COVID-19 funding received. It also provides and update on the MTFS and budget gap for the financial year 2022/23.

Quarter 3 Revenue Budget Monitoring

Quarter 3 budget monitoring forecasts are based on information known as at 31 December 2021.

The Net Budget set by Full Council for 2021/22 is £412.562m, this budget was set as a one year holding position and recognised the negative impact of the COVID-19 pandemic on funding and income generating services for example Car Parking, Planning and Leisure. Included within the budget is the planned earmarked reserve drawdowns totalling £8.444m from the Budget Equalisation and Collection Fund Volatility reserve which were set up in 2020/21 to mitigate the impact on services and manage the Collection Fund deficit from 2020/21 over the next 3 years.

The budget funding is supported by £20.301m one off Hardship and Emergency Funding Grant from Government in 2021/22.

The quarter 3 position forecasts an underspend for the year of £14.824m. Its is requested to transfer £2m of this balance into the Pay Award reserve to provide additional funding for the pay award for 2021/22 that has still not been agreed nationally. The intention is to transfer the balance of the underspend once the final year end position is known and this will be requested as part of the outturn report.

Proposal(s)

Cabinet is asked to approve:

- a) the transfer of £1.4m into the General Fund reserve, £3.299m into a Transformation reserve and £0.397m into a Business Plan Priority reserve as a result of the earmarked reserve review;
- b) the transfer of £2m into the Pay Award reserve;
- c) The transfer of £0.500m into a new an ear marked reserve for Depot Phase Two Feasibility in 2022/23 from the 2021/22 underspend in Assets and Commercial budget.

Cabinet is asked to note:

- a) the current revenue budget is forecast to underspend by £14.824m by the end of the financial year
- b) the current savings delivery performance for the year
- c) the current forecast position of the use of Capital Receipts flexibilities of £3.905m
- d) the forecast level of reserves and budgeted draw down of £10.444m and £34.076m of section 31 Grant
- e) the in-year savings achieved through contractual activity and subsequent budget movements

Reason for Proposal(s)

To inform effective decision making and ensure sound financial management as part of the Councils overall control environment.

To inform Cabinet on the forecast revenue financial position of the Council for the financial year 2021/22 as at quarter 3 (31 December 2021), including delivery of approved savings for the year.

Terence Herbert Chief Executive

Wiltshire Council

Cabinet

1 February 2022

Subject: Financial Year 2021/2022 - Quarter Three Revenue

Budget Monitoring

Cabinet Member: Cllr Richard Clewer Leader of the Council and Cabinet

Member for MCI, Economic Development, Heritage, Arts, Tourism and Health & Wellbeing and Interim Cabinet Member responsible for Finance & Procurement,

Commissioning and Commercialisation

Key Decision: Non-Key

Purpose of Report

1. To advise Members of the Revenue Budget Monitoring position 2021/22 Quarter 3 (31 December 2021) for the financial year 2021/22 with suggested actions as appropriate.

Relevance to the Council's Business Plan

2. Budget monitoring and reporting supports effective decision making and the alignment of resources and financial performance to the Council's priorities and objectives as laid down in the Business Plan.

Background

COVID FUNDING 2021/22

3. Included in the budget monitoring reports last year was a regular update on the financial impact of COVID-19 on the council's finances. The council is receiving additional funding this year as well as funding some COVID-19 related support from the grants that were set aside last year in earmarked reserves. Detail of the impact on services is included in the narrative for each service area where it is significant and set out below are the grants for this financial year that support some specific on-going interventions and support for the public and businesses. Of the £52.696m expected grant and other funding in excess of £40m is passported to either businesses or families and individuals. There are also some specific residual COVID-19 related costs and income that are detailed in paragraphs 83 & 84.

	Earmarked	2021/22 Expected	Total
	Reserve	Allocation	2021/22
Grant Description	£m	£m	£m
Covid 19 New Burden Grant	0.000	-0.353	-0.353
Wellbeing for Education Return *	-0.080	-0.072	-0.152
Winter Grant / Local Grant / Household			
Support Grant *	0.000	-2.729	-2.729
Contain Outbreak Management Fund	-8.041	-2.807	-10.848
Business Grants *	-9.212	-29.326	-38.539
Infection Control & Testing 2021/22 *	0.000	-3.615	-3.615
Test & Trace *	0.000	-1.033	-1.033
Sales Fees & Charges Support	0.000	-1.704	-1.704
Catch up Schools *	0.000	-0.900	-0.900
CBSSG Restart *	0.000	-0.223	-0.223
Mass Test Funding Schools *	0.000	-0.224	-0.224
Infection Cont & Testing Round 4 *	0.000	-2.474	-2.474
Vulnerable - Clinical *	-0.535	-0.801	-1.336
Hospital Discharge / NHS funding	0.000	-6.434	-6.434
TOTAL	-17.868	-52.696	-70.564

^{*} Denotes where grants are passported to businesses, households or individuals

REVENUE BUDGET MONITORING 2021/22 – QUARTER 3

- 4. The Council approved a net budget for 2021/22 of £412.561m at its meeting on 23 February 2021.
- 5. The following paragraphs focus on forecast outturn variances against the approved budget based on information as at 31 December 2021.
- 6. This is the third report for the financial year and includes a summary of the movements of the budget since the budget was set by Full Council in February 2021. This summary can be seen in Appendix A.

Main Considerations for the Council

Revenue Budget

7. The following elements of this report reflect the management responsibility in line with the current management hierarchy. The breakdown of the projected year end position is set out in table 1 below.

Table 1 – Forecast as at Quarter 3 2021/22 Summary Position

Overview of Quarter 3 Monitoring

	Original	Revised	Full Year	Full Year	Revised	Movement
	Budget	Budget	Forecast	Variance	Variance Q2	since Q2
	<u>A</u> £m	<u>B</u> £m	<u>C</u> £m	D (C-B) £m	£m	£m
Corporate Director People						
Living and Ageing Well	52.372	67.927	69.647	1.720	1.547	0.173
Whole Life Pathway	78.007	80.698	76.824	(3.874)	(3.874)	` ,
Education & Skills	20.398	20.477	19.427	(1.050)	(0.606)	(0.444)
Family & Children Services	62.475	60.781	58.670	(2.111)	(1.364)	(0.747)
TOTAL PEOPLE	213.252	229.883	224.568	(5.315)	(4.297)	(1.018)
Corporate Director Resources						
Finance	5.000	3.708	3.422	(0.286)	(0.224)	(0.062)
Assets & Commercial Development	15.498	15.715	15.510	(0.205)	(0.239)	0.034
ICT	11.406	11.689	11.415	(0.274)	(0.354)	0.080
Procurement & Commissioning	26.198	8.118	7.235	(0.883)	(0.278)	(0.605)
TOTAL RESOURCES	58.102	39.230	37.582	(1.648)	(1.095)	(0.553)
Corporate Director Place						
Highways & Transport	37.734	36.898	37.008	0.110	0.504	(0.394)
Economy & Regeneration	2.121	2.777	2.580	(0.197)	(0.112)	(0.085)
Planning	2.493	2.373	2.373	-	0.003	(0.003)
Environment	44.340	42.880	40.687	(2.193)	(1.486)	(0.707)
Leisure Culture & Communities	9.726	9.132	7.535	(1.597)	(1.191)	(0.406)
TOTAL PLACE	96.414	94.060	90.183	(3.877)	(2.282)	(1.595)
Chief Executive Directorates						
Public Health	1.541	1.508	1.508	-	-	-
Legal & Governance	10.895	8.672	8.185	(0.487)	(0.043)	(0.444)
HR&OD and Transformation	4.385	6.505	5.553	(0.952)	(0.544)	(0.408)
Corporate Directors & Members	3.284	3.227	3.104	(0.123)	(0.093)	(0.030)
Commercial Savings	0.102	0.102	-	(0.102)	(0.102)	-
TOTAL CEX DIRECTORATES	20.207	20.014	18.350	(1.664)	(0.782)	(0.882)
Corporate						
Movement on Reserves	(8.444)	(8.487)	(8.676)	(0.189)	(0.189)	-
Capital Financing	25.320	27.167	25.240	(1.927)	(1.927)	-
Corporate Costs	1.085	4.069	4.069	-	-	-
Corporate Levies	6.625	6.625	6.625	-	-	-
Covid	-	-	(0.204)	(0.204)	(0.204)	-
TOTAL CORPORATE	24.586	29.374	27.054	(2.320)	(2.320)	-
TOTAL COUNCIL GENERAL FUND	412.561	412.561	397.737	(14.824)	(10.776)	(4.048)
WC Funding						
General Government Grants	(57.045)	(57.045)	(57.045)	_	_	_
Council Tax	(297.016)	(297.016)	(297.016)		_	_
Business Rates Retention Scheme	(58.500)	(58.500)	(58.500)	_	_	_
TOTAL WC FUNDING	(412.561)	(412.561)	(412.561)			
TOTAL TIOT ONDING	(712.301)	(412.501)	(412.501)	_		
COUNCIL GENERAL FUND NET OF FUNDING	(0.000)	(0.000)	(14.824)	(14.824)	(10.776)	(4.048)

8. Overall, the quarter 3 report identifies a potential net year end forecast underspend of £14.824m. This is a significant movement from the financial position reported at Q2 and details of the significant variances within service areas are included below.

CORPORATE DIRECTOR - PEOPLE

Table 2 – Forecast as at Quarter 3 2021/22 Corporate Director People Position

		Original	Revised	Forecast at	
		Budget <u>A</u> £m	Budget Q3 <u>B</u> £m	Q3 <u>C</u> £m	Q3 D (C-B) £m
Corporate Director People					
Living and Ageing Well	Gross	80.548	103.879	104.297	0.418
	Income	(28.176)	(35.952)	(34.650)	1.302
	Net Exp	52.372	67.927	69.647	1.720
Whole Life Pathway	Gross	89.114	92.480	92.723	0.243
•	Income	(11.107)	(11.782)	(15.899)	(4.117)
	Net Exp	78.007	80.698	76.824	(3.874)
Education & Skills	Gross	118.536	125.060	124.157	(0.903)
	Income	(98.138)	(104.583)	(104.730)	(0.147)
	Net Exp	20.398	20.477	19.427	(1.050)
Family & Children Services	Gross	68.507	66.834	64.723	(2.111)
	Income	(6.032)	(6.053)	(6.053)	
	Net Exp	62.475	60.781	58.670	(2.111)
TOTAL PEOPLE	Gross	356.705	388.253	385.900	(2.353)
	Income	(143.453)	(158.370)		, ,
	Net Exp	213.252	229.883	224.568	(5.315)

Children & Young People with Social Care Needs: Budget £60.781m – (£2.111)m underspend

- 9. This is a demand driven service area although the anticipated latent demand for children in care is yet to come to fruition this, together with the successful cost control programmes (paragraphs 14 and 15 below refer) are contributing to the forecast underspend in the children in care (CIC) external placement budget of (£0.731m.) The Council is committed to providing placements for unaccompanied asylum-seeking children current numbers stand at 78 and 29 of these young people are under 18 years of age. We are expecting more young people to come via the new regional arrangements over the next few financial years.
- 10. The budgeted number of children in care for 2021-22 financial year is 485. The actual number of children in care is 430 (November 2021) and forecast estimate of children in care for the year is lower than budgeted, at 443 excluding the anticipated 8-12 unaccompanied asylum seeking children for whom grant funding is available to contribute to or cover costs.
- 11. We still anticipate the number of new entrants into care increasing throughout the year as a consequence of the pandemic. Demand modelling undertaken jointly with Police and CCG shows a significant increase in safeguarding work as a result of latent and new demand following COVID-19 related pressure including extended periods of relative isolation for children and families throughout 'lockdown'. Previous forecasts suggested children in care numbers may exceed 500 by March 2021, which did not come to fruition however, the referral rate is rising and for this reason the forecast includes the impact of a lower level of scenario costing. The assessment of latent demand on services and the ongoing, full year impact of this will create pressure in current and future financial years although with a later timescale than originally anticipated.

- 12. There are a number of plans in progress to mitigate cost pressure including the "move forward" programme enabling children to move from residential to foster care or semi-independence and investment in the sufficiency of Wiltshire placements.
- 13. Good progress continues to be made with the Fostering Excellence project with end of year targets for 2020-21 met.
- 14. Upward trends for special guardianship and adoption placements have been slower than anticipated leading to an underspend of (£0.252m.)
- 15. SEN social care external placement budgets are forecasting additional budget pressure £1.146m due to both current and anticipated numbers of children in our care and those with special educational needs and disability. The reason for the forecast overspend is unit cost. At the time of setting the budget, the average unit cost was calculated at £570 per week. The overall average as at quarter 3 is £746, largely driven by three young people with complex needs whose annual costs exceed £1.0m. There are two underlying reasons for the other cost pressures, some children are presenting with more complex needs as a result of the pandemic and additionally, there is pressure for placements for children in a marketplace which has been impacted by the pandemic in both unit price and availability.
- 16. The demand for complex SEN social care placements has increased and this is partially linked to those children with complex needs who have an Education Health Care Plan (EHCP). Demand and recovery actions for this group of children and young people is detailed in the Dedicated Schools Grant (DSG) section of this report; paragraphs 90 to 96. In addition, a SEND placement budget project has been set up to examine and understand the drivers and propose recovery actions as appropriate.
- 17. The service has on going recruitment campaigns for certain key management posts and social workers, despite this there have been significant vacancies. As part of this campaign, Wiltshire is committed to "growing its own" social workers so a greater number of staff on the ASYE (assessed and supported year in employment) for newly qualified social workers have been employed this year, a by-product of this approach is that these staff are at the beginning of their careers and there are economic benefits. These factors lead to a forecast underspend of £0.979M in the support and safeguarding service and the and children in care teams (£0.186m). In order to reduce the overall cost pressure, use of agency staff has been kept to a minimum to date however, there are concerns that if future recruitment campaign success is limited, agency staff will need to be considered for key posts.
- 18. A number of small variances comprise the balance of the forecast underspend.

Education & Skills (School Effectiveness, SEN & Inclusion): Budget £20.477m – (£1.050)m underspend

19. The services continue to respond and support early years settings and schools to align to the updated government COVID-19 guidance for education settings and directly support the impact of the pandemic on school closures, staff

shortages in schools and ensuring our most vulnerable pupils access education. The services also continue to fulfil numerous statutory duties. Therefore, most services are forecast to largely be aligned with budget – the forecast underspend in service teams of (£0.361m) relates vacant posts across the service. Some of these posts have been held vacant to offset reduced trading income.

- 20. All 5-16-year-old school children with an Education, Health and Care Plan (EHCP) are entitled to free school transport. The forecast based on the new academic year includes transport for 2,518 students and shows a 1.6% increase in student numbers since the end of the last financial year. This is countered by transport marketplace difficulties and a contingent amount is included in the forecast to represent pressures. Overall, the demand is less than anticipated and as such a forecast underspend of (£0.605m) is reported for quarter 2.
- 21. Maintained schools can convert to an academy through two routes, sponsored converter. Sponsored academy status is designed for 'underperforming' schools where action is needed to raise standards and additional DfE funding is available to the school and sponsor to facilitate the conversion. When a maintained school with a deficit budget converts to an academy on a sponsored basis, the local authority has responsibility for this deficit. A number of small, historical school deficits are therefore written off in this quarter totalling £0.269m. There are a number of schools with budget pressures and deficit positions, and this is for a variety of reasons including falling birth rates and falling number on roll, and parental admissions preferences. There is a considerable amount of support for schools provided from finance and school improvement working together to bring budgets back into balance whilst ensure high quality teaching is available for Wiltshire pupils. As a last resort, the local authority has the ability to withdraw financial delegation and operate the school's budget.

Living and Ageing Well: Budget £67.927m – £1.720m overspend

- 22. Living and Ageing Well budgets are projecting a variance of £1.720m overspend. The most significant variances are an underspend on salaries in the ongoing support teams (£0.592m); salary underspends across all the other teams within the directorate amounting to (£0.192m), and then, most significant of all, overspends on care package costs of £3.043m offset by contributions from the Better Care Fund of (£0.557m).
- 23. The budget position for Living and Ageing Well also includes the impact of COVID-19, specifically the Hospital Discharge programme. Since March 2020, hospital discharges have been funded for a period through the NHS. With effect from 1 September 2020 until 30 June 2021 the NHS funded the first 6 weeks, and from the 1 July to 30 September 2021 they funded the first 4 weeks, now confirmed as staying in place until 31 March 2022. After this initial period people transfer to their normal funding arrangements if they have eligible care needs. It is unclear to what extent these funding arrangements will fall on the Council, and how much they will cost; it is also unclear the extent to which there will be demand, and the cost of that demand, for discharges after the funding arrangement stops, so risk and uncertainty is present within this service area.

- 24. The forecasts assume demand will continue at the same level throughout the financial year, and that 50% of the costs of support at the end of the funded period will fall on the Council. On this basis, the risk had been estimated at £2m, but following funding announcements in year was reduced to £1m. As each month passes the risks of costs of future demand in year reduces, and as such the risk has been reduced to £0.660m, which is included in the care package variance reported above.
- 25. The underspend in the Ongoing Support Teams of (£0.592m) is comprised of salary savings due to a significant number of vacancies in those teams and difficulties recruiting to the vacant posts.
- 26. In respect of Purchased Care there is a variance of £3.043m against a budget of £58.419m. There had been a discernible shift towards people being supported at home. The picture has now been complicated by the reduction in the number of block contract care home beds available, which are funded from Commissioning budgets and a corresponding increase in the number of care home placements that are therefore made in spot contract care home beds, which the Access & Reablement budget funds.
- 27. The variances on Purchased Care budgets are as follows: underspends on care home placements of (£1.121m); overspends on Domiciliary care £1.799m, Direct Payments £0.905m and Support to Carers £0.465m. The balance is on the risks of future demands, outlined above, of £0.660m
- 28. The budget was set on the basis of needing to provide 442 care home placements at an average weekly price of £1,013 for residential care, and £849 per Nursing Care. As of the end of November there were 433 people in a care home, with average prices of £880 for residential care, and £869 for Nursing care, resulting in an underspend of (£1.121m).
- 29. Although there has been a reduction in the number of people supported in a care home, with the figures above masking a movement from block to spot placements, there has been an increase in the number of people supported at home, from a budgeted 1,418 to 1,484 at the end of November, with average costs of supporting people at home at £309 per week, up from £306 per week from what was originally budgeted for. The price per visit of domiciliary care has fallen slightly, due to continuously improving brokerage practice, from £17.23 to £17.03, but the move to supporting more people at home means that the average number of visits per person has increased from 18.3 to 18.9, and the net effect of these two factors is a slight increase in the average overall cost per person.
- 30. Reablement are still incurring costs projected to be £0.192m due to the employment of locum Occupational Therapists, it is hoped that as recruitment progresses these can be reduced during the course of the year.
- 31. Salary underspends across other parts of the directorate, including the Hospital social work teams (£0.100m), Advice and Contact teams (£0.138m) and an overspend on all other salary budgets within the directorate of £0.047m account for the balance of the variances in Living and Ageing Well.

Whole Life Pathway: Budget £80.698m – (£3.874m) underspend

32. Overall Whole Life Pathway budgets are projecting a variance of (£3.874m) underspend. This breaks down as follows: Learning Disabilities (LD) Operations estimate a (£0.748m) underspend, LD Provider Units estimate a (£0.634m) underspend and Mental Health expect to end the year (£2.492m) underspent. Explanations of these variances are given in the below paragraphs.

Learning Disabilities and Autism Service: Budget £55.168m - (£0.748m) under spent

- 33. There is a forecast underspend on salary costs of (£0.144m) due to several posts being held vacant, with the savings partly offset by spend on agency staff.
- 34. An overspend is forecast on purchased care of £1.205m, with expected underspends on Domiciliary care (£0.093m) Day Care (£0.014m) and Shared Lives (£0.084m) and overspends on other types of care arrangement including Supported Living £0.908m, Care Home Placements £0.398m, Direct Payments £0.059m, and all other care arrangements of £0.031m.
- 35. In respect of Care Home placements, the budget was set on the basis of providing 306 places at an average cost of £1,788 per week. As of November there were 302 placements at an average price of £1,784 per week, but with anticipated potential price pressures amounting to £0.700m, not included in the £1,784 per week figure
- 36. In respect of care at home, covering Supported Living and Domiciliary Care, the budget was set on the basis of providing 504 packages of care at an average cost of £897 per week. As of November there were 14 fewer packages, but they were being provided at an average price of £931 per week. This gives a pressure of £0.194m, with further pressures incorporated into the forecast for known anticipated new care packages.
- 37. There is forecast to be an over-recovery of income amounting to (£1.923m). Of this (£0.828m) is due to contributions from clients towards their care costs being higher than the budgeted figure. Contributions from the CCG towards care costs of jointly funded clients are not budgeted for, and amount to (£0.830m).

Community Support Budget £3.918m, (£0.634m) under spent

- 38. There has been a reduced service due to it being necessary to operate within COVID-19 restrictions. For this reason, vacancies have arisen and have not been actively recruited to whilst restrictions remained in place. This position is now changing, but the reduced costs in the early months of the financial year will produce an estimated underspend of (£0.222m) within the financial year.
- 39. Income contributions variances of (£0.426m) arise from a contribution from the Better Care Fund towards a pilot Enablement Service, payment by the CCG for the care costs of individuals who are funded by Continuing Health Care, and

- whose care is provided by LD Provider services, and finally Government Grant funding in the form of Infection Prevention and Control.
- 40. Also included within this budget area are costs of support to Refugees incorporating the Afghan Resettlement Programme, at a gross cost of £0.499m, offset by equal Government Grant funding.

Mental Health and Safeguarding: Budget £21.611m - (£2.493m) underspend

- 41. There is currently a forecast underspend on purchased care of (£0.669m), with expected underspends on care home placements (£0.942m), and Shared Lives (£0.285m) and an overspend on Supported Living £0.357m. Collectively all other care arrangements are expected to overspend by £0.201m.
- 42. The budget was set on the basis of needing to provide 276 care home placements at an average weekly price of £1,034 for residential care, and £968 for Nursing Care. As of the end of November there were 248 people in a care home, with average prices of £1,096 for residential care, and £959 for Nursing care, resulting in an underspend of (£0.942m).
- 43. Although there has been a reduction in the number of people supported in a care home, there has been an increase in the number of people supported at home, from a budgeted 261 to 293 at the end of November, with average costs of supporting people at home at £371 per week.
- 44. There is an expected underspend on salary costs of (£0.245m) due to several post remaining vacant, with the savings having a minor offset by spend on agency staff.
- 45. There is forecast to be an over-recovery of income amounting to (£1.467m). This is predominantly due to contributions from the CCG towards care costs of jointly funded clients which in excess of what is budgeted for, amounting to £2.849m. There is a shortfall on client contributions of £1.552m compared to budget. This is due to significant proportions of Mental Health clients known as section 117 clients, and their care is not chargeable.

CORPORATE DIRECTOR – RESOURCES

Table 3 - Forecast as at Quarter 3 2021/22 Corporate Director Resources Position

		Original Budget	Revised Budget Q3	Forecast at Q3	Variance at Q3
		<u>A</u> £m	<u>B</u> £m	<u>C</u> £m	<u>D (C-B)</u> £m
Corporate Director Resources					
Finance	Gross	83.555	82.272	81.626	(0.646)
	Income	(78.555)	(78.564)	(78.204)	0.360
	Net Exp	5.000	3.708	3.422	(0.286)
Assets & Commercial Development	Gross	31.747	32.144	33.347	1.203
•	Income	(16.249)	(16.429)	(17.837)	(1.408)
	Net Exp	15.498	15.715	15.510	(0.205)
ICT	Gross	11.827	12.110	13.410	1.300
	Income	(0.421)	(0.421)	(1.995)	(1.574)
	Net Exp	11.406	11.689	11.415	(0.274)
Procurement & Commissioning	Gross	45.392	18.263	19.570	1.307
	Income	(19.194)	(10.145)	(12.335)	(2.190)
	Net Exp	26.198	8.118	7.235	(0.883)
TOTAL RESOURCES	Gross	172.521	144.789	147.953	3.164
	Income	(114.419)	(105.559)	(110.371)	(4.812)
	Net Exp	58.102	39.230	37.582	(1.648)

Finance: Budget £3.708m - (£0.286)m underspend

46. As previously reported this is an underspend on salaries and is due to the service holding vacancies and from one off unbudgeted income in relation to Meridian Audit on duplicate payments which has now completed.

Assets & Commercial: Budget £15.715m – (£0.205)m underspend

- 47. The Housing & Commercial budget was increased by £0.400m this year to allow for COVID-19 measures for increased cleaning and hygiene supplies as staff returned back to the office. It is currently forecast that this budget will underspend by £0.277m due to extended restrictions and staff continuing to work from home.
- 48. In addition an underspend of £0.255m is forecast for reduced utility costs as a result of building being closed or restricted at the beginning of the year and from reduced energy consumption from capital improvement works through the carbon reduction programme.
- 49. The service is forecasting to receive £1.150m one off income, in relation to mineral extraction, operating COVID-19 vaccination and testing centres on Council sites and for backdated rents, vacancies have been held generating a £0.400m forecast underspend on staffing budgets.
- 50. These combined savings totalling £2.082m are contributing to the net underspend position of £0.205m and also being used to fund additional required property maintenance works, the 2021/22 Monkton Park PFI pressure and the feasibility studies for phase two of the Depot Strategy.
- 51. Highways and Transport are leading on phase two Depot strategy feasibility which has been delayed and will now take place in 2022/23, Cabinet are asked

to approve that £0.500m is moved to an ear marked reserve to fund this work in 2022/23 for Highways and Transport to continue the work.

ICT: Budget £11.689m - (£0.274)m underspend

52. Digital and IT are reporting a £0.274m underspend as a result of continuing to hold vacant posts.

Procurement & Commissioning: Budget £8.118m – (£0.883)m underspend

- 53. The Strategic Procurement Service is forecasting a £0.278m underspend from staffing savings as a result of vacancies and from unbudgeted income in relation to Meridian Audit on duplicate payments which has now completed.
- 54. Children's Commissioning have put mitigation plans in place to delay expenditure and hold vacant posts where safe and practical to do so which has result in a forecast underspend of £0.136m.
- 55. The Adults Commissioning team is forecasting a £0.254m underspend from staffing savings as a result of holding vacant posts where safe and practical to do so. In addition there are contributions from the Better Care Fund amounting to £0.232m that are helping contribute towards the overall underspend for the directorate

CORPORATE DIRECTOR - PLACE

Table 4 - Forecast as at Quarter 3 2021/22 Corporate Director Place Position

		Original Budget	Revised Budget Q3	Forecast at Q3	Variance at Q3
		A	Budget Q3		D (C-B)
		£m	£m	<u>C</u> £m	£m
Corporate Director Place					
Highways & Transport	Gross	49.976	49.075	49.896	0.821
	Income	(12.242)	(12.177)	(12.888)	(0.711)
	Net Exp	37.734	36.898	37.008	0.110
Economy & Regeneration	Gross	3.428	4.293	4.256	(0.037)
	Income	(1.307)	(1.516)	(1.676)	(0.160)
	Net Exp	2.121	2.777	2.580	(0.197)
Planning	Gross	8.589	8.469	8.469	-
G	Income	(6.096)	(6.096)	(6.096)	-
	Net Exp	2.493	2.373	2.373	-
Environment	Gross	51.817	50.357	50.570	0.213
	Income	(7.477)	(7.477)	(9.883)	(2.406)
	Net Exp	44.340	42.880	40.687	(2.193)
Leisure Culture & Communities	Gross	16.236	17.815	17.022	(0.793)
	Income	(6.510)	(8.683)	(9.487)	(0.804)
	Net Exp	9.726	9.132	7.535	(1.597)
TOTAL PLACE	Gross	130.046	130.009	130.213	0.204
	Income	(33.632)	(35.949)	(40.030)	(4.081)
	Net Exp	96.414	94.060	90.183	(3.877)

56. As shown above the £35.949m of Place & Environment revised budget is derived from income, the table below breaks this down further by department.

Table 5 – Place & Environment Income Budgets by Department

		Fees &	Grants,		
		Charges, Other	Contributions,	Total Income	
Service	Department	Income	Recharges	Budgets	
	Highways	-2.240	-0.934	-3.174	
Lieburara 9 Enricement	Car Parking	-7.458	0.000	-7.458	
Highways & Environment	Passenger Transport	-0.421	-1.125	-1.54	
		-10.118	-2.058	-12.177	
	Enterprise Network	-1.174	0.000	-1.174	
Economic Development & Planning	Major Projects	0.000	-0.233	-0.233	
	Economic Regeneration	0.000	-0.109	-0.109	
		-1.174	-0.342	-1.516	
	Building Control	-1.061	0.000	-1.061	
Dlonning	Development Management	-4.035	0.000	-4.03	
Planning	Local Land Charges	-0.950	0.000	-0.950	
	Spatial Planning	0.000	-0.050	-0.050	
		-6.046	-0.050	-6.096	
	Public Protection	-0.824	-0.769	-1.594	
Environment	Natural & Historic Environmen	-0.053	-0.017	-0.070	
	Waste	-5.810	-0.003	-5.813	
		-6.688	-0.789	-7.477	
Leisure Culture & Communities	Leisure	-7.565	-0.531	-8.097	
Leisure Culture & Communicies	Libraries & Heritage	-0.352	-0.235	-0.587	
		-7.917	-0.766	-8.683	
TOTAL PLACE		-31.943	-4.006	-35.949	

57. It continues to be extremely difficult to forecast the impact COVID-19 is having on income. Services like Leisure and Car Parking have been hit the hardest as restrictions have led to closures and reduced demand. This remains the biggest risk for the service area, management action has been taken to hold vacancies and reduce non-essential spend to manage the fluctuations and reduction in Income, this is forecast to continue for the rest of the year. The Government extended the income compensation scheme for lost sales, fees and charges to June 2021, this has been included under Government Grants as part of funding for 2021/22, Wiltshire's return was submitted at £1.171m against a forecast of £1m.

Highways & Transport: Budget £36.898m - £0.110m overspend

- 58. Car Parking services are forecasting an underachievement of income of £0.773m. This is an improvement from the position reported in Qtr 2, it reflects the actual income received to date and a forward forecast based on an improving picture.
- 59. The underachievement of income on car parking is being offset by a number of savings and efficiencies across Highways and Rights of Way totalling £0.399m. The most significant saving this Qtr is on the amenity street cleansing

contract with Idverde, this is due to service reductions as a result of labour shortages of drivers and operatives and as a result of COVID service suspensions. There is now considerable outstanding work, which will need to be reviewed in 2022/23.

60. In addition, Transport is forecasting an underspend of (£0.264)m, this is from holding vacant posts in the service and a forecast saving on mainstream Education from demand. The service responds each year to September intake and demand and services are set accordingly, this changes the number of buses and routes that are required.

Economy & Regeneration: Budget £2.777m – (£0.197)m underspend

- 61. Economy & regeneration are reporting a £0.197m underspend as a result of continuing to hold vacant posts and maximising grant and capital funding.
- 62. As reported in Qtr 2 an underspend of £0.525m has been forecast against Wiltshire Towns recovery budget. A number of grant funded programmes are being delivered alongside the Councils investment including Welcome Back and Additional Restrictions programmes which are being maximised in the first instance. It is recommended that any underspend on Towns Recovery budget is moved into an ear-marked reserve for future initiatives, this has therefore been forecast as being fully committed with no variance reported.

Planning: Budget £2.373m - online

- 63. As part of budget setting for 2021/22 Development Management, Building Control and Local Land Charges Income budgets for fees and charges were reduced by 10%. For quarter 3 the forecast for income overall is in line with this reduced budget.
- 64. Development Management has seen an increased level of appeals for Wiltshire compared to last financial year, this is being managed carefully but an overspend is already being forecast. The overspend is being offset by an underspend in staffing budgets across the service as a result of vacancies and efficiencies but there is a risk that these costs could move the service to an overspend position.

Environment: Budget £42.880m - (£2.193m) underspend

65. Waste services continues to see a significant increase in Income for the third quarter, this is across recycling material sales, chargeable green waste collection subscriptions and bulky waste collections. Wiltshire Council and its contractors have managed to continue to maintain the waste collection services in their entirety throughout the period of the pandemic, unlike some neighbouring local authorities, and this has contributed positively to the income generated. The pandemic has also seen increases in tonnes of material collected for recycling, and cardboard in particular. Overall income is forecast to be £2.360m better than budget. Recycling material income is notoriously volatile and has been particularly influenced through changing domestic habits

during the pandemic. However the Income has remained high for the first 9 months and industry intelligence is that, whilst prices have peaked, prices are not expected to fall to the levels experienced in 2021/22. The forecast has therefore been amended to reflect this with the fourth quarter forecast higher than budget but less than the first two quarters. This has also been updated in the MTFS for 2022/23.

- 66. A budget saving is forecast on the Mechanical Biological Treatment contract of (£0.688)m largely as a result of unplanned closures and recent Environment Agency enforcement action. The impact of this is that more waste had to be sent to Landfill, the overspend on Landfill is forecast to be £0.358m. The council has two landfill diversion contracts in place which, combined with continuing recycling efforts, allows around 85% of all the waste that Wiltshire manages to be diverted from landfill. This avoids environmental pollution, and particularly avoids the generation of methane, a known "greenhouse gas". Treating residual waste through the MBT contract costs more per tonne than current arrangements for landfilling residual waste.
- 67. The table below shows the forecast tonnages and rates for the significant Waste contracts against the budgeted position, there are other factors involved in forecasting but these are the main cost drivers.

Tables 5 – Waste Contract Budget vs Actual

			Tonnes £/Tonne			Budget					
			Budget setting	Current Yr End			£/Tonne (Budget	£/Tonne			Forecast Variance
Budget:	Service:	Contractor:	F'cast (T)	F'cast (T)	Var (T)	Var (%)	Setting)	(Forecast)	Var (£)	Var (%)	Due to
	Provision and operation of Waste Transfer Stations (WTS), a Materials Recovery Facility (MRF) and two Household Recycling Centres (HRCs)	Hills	81,257	85.462	4.205	5.29/	£ 67.97	£ 63.21	-£4.76	-7.0%	-0.121
	, , , ,		- / -	,	,						
Lot 3	Composting services	Hills	38,357	38,825	468	1.2%	£ 32.23	£ 32.35	£0.12	0.4%	0.024
Lot 4	Treatment & disposal of residual waste (inc street sweepings)	Hills	22,834	22,769	-65	-0.3%	£ 38.56	£ 36.37	-£2.19	-5.7%	-0.048
Landfill Tax	Tax payable on all waste sent to landfill	N/A	34,356	36,592	2,236	6.5%	£ 97.60	£ 96.70	-£0.90	-0.9%	0.358
Lakeside	Energy from waste landfill diversion contract.	Hills	50,000	50,000	-0	0.0%	£121.48	£ 122.48	£1.00	0.8%	0.050
MBT	Mechanical biological treatment (MBT) Landfill diversion contract.	Hills	60,000	54,586	-5,414	-9.0%	£145.91	£ 147.23	£1.32	0.9%	-0.688

- 68. The above underspends are offsetting pressures totalling £0.643m predominantly on the Collection contract and Household Recycling Centres contracts. The Collections contractor has reported a number of staff needing to self-isolate due to COVID-19, which has resulted in further agency backfill costs in order to maintain the continued delivery of this important frontline service. In addition, further communications were required to inform the public about some amendments to recycling collection rounds redesign in May/June 2021, and on a larger scale funding has been earmarked to support changes to residual waste collection rounds planned for February 2022, this will deliver full year efficiencies of £0.400m for 2022/23 and has been factored into the 2022/23 budget setting process. The Lot 2 HRC contract budget assumes a potential requirement for further specialist waste treatment for certain materials.
- 69. Public Protection, Natural & Historic Environment and Carbon reduction are forecasting a combine underspend of £0.146m from a combination of savings and efficiencies, including staff savings from holding vacancies.

Leisure Culture & Communities: Budget £9.132m – (£1.597)m underspend

- 70. Leisure Services continue to manage the impact of COVID-19 on demand. Management action has been taken to promote the centres and new incentives have been introduced to attract and retain members. Staffing structures have been reviewed and vacancies have been held and will continue to be held for the rest of the year, all non-essential spend has also been stopped.
- 71. The internally run leisure centres income budgets for 2021/22 were reduced by 30% to reflect the impact of COVID-19 on demand, as at Q3 actual income was at 56% of pre COVID-19 levels. The forecast for the rest of the year is based on income achieving 80% of pre COVID-19 levels. Overall, this forecast would see the service achieving 64% of pre-COVID-19 income which would result in an underachievement of income against the 2021/22 budget of £0.435m for all fees and charges income streams including furlough grant. The management action taken relating to staffing and supplies and services is forecast to generate a saving of £1.106m which is more than offsetting the forecast Income loss and resulting in an underspend position of (£0.671)m.
- 72. The Ten Leisure centres operated by Places Leisure successfully transferred back to Wiltshire Council on the 1st October. For the period April to September, the open book accounting losses incurred by Places Leisure were better than originally forecast and can be offset by the National Leisure Recovery Fund grant that the Council secured for contracted leisure centres. Based on forecast levels of Income and expenditure for the Council running the sites for October to March there will be an underspend against budget of (£0.707)m. This is based on several assumptions around memberships and therefore income levels being maintained at the same levels Places Leisure delivered and staffing structures, it is therefore subject to risk and movement.
- 73. Libraries, Heritage and Arts are reporting a combined underspend of (£0.219)m largely from staffing budgets from holding posts vacant and not using casual staff.

CHIEF EXECUTIVE DIRECTORATES

74. Table 5 - Forecast as at Quarter 3 2021/22 Chief Executive Directorates Position

		Original	Revised	Forecast at	
		Budget <u>A</u> £m	Budget Q3 <u>B</u> £m	Q3 <u>C</u> £m	Q3 D (C-B) £m
Chief Executive Directorates		ZIII	2,111	LIII	LIII
Public Health	Gross	17.684	18.131	18.131	-
	Income	(16.143)	(16.623)	(16.623)	-
	Net Exp	1.541	1.508	1.508	-
Legal & Governance	Gross	13.298	11.139	11.273	0.134
3	Income	(2.403)	(2.467)		(0.621)
	Net Exp	10.895	8.672	8.185	(0.487)
HR&OD and Transformation	Gross	6.923	9.272	8.421	(0.851)
	Income	(2.538)	(2.767)	(2.868)	, ,
	Net Exp	4.385	6.505	5.553	(0.952)
Corporate Directors & Members	Gross	3.298	3.241	3.118	(0.123)
	Income	(0.014)	(0.014)	(0.014)	-
	Net Exp	3.284	3.227	3.104	(0.123)
Commercial Savings	Gross	0.102	0.102	-	(0.102)
-	Income	-	-	-	-
	Net Exp	0.102	0.102	-	(0.102)
TOTAL CEX DIRECTORATES	Gross	41.305	41.885	40.943	(0.942)
	Income	(21.098)	(21.871)	(22.593)	(0.722)
	Net Exp	20.207	20.014	18.350	(1.664)

Legal, & Governance: Budget £8.672 – (£0.487)m underspend

75. Legal, Electoral and Registration have moved to a forecast underspend position of $\pounds(0.487)$ m at Qtr 3. As previously reported the Registration service saw a significant increase in service income as restriction's lifted, this demand has continued and Income is forecast to overachieve budget, the service is forecasting a $\pounds(0.264)$ m underspend. In addition Electoral Services are now forecasting an underspend of $\pounds(0.383)$ m this is from maximising grant funding and where costs for running elections have come in lower than forecast due to economies of scale. These underspends combined with other service efficiencies and staff savings totalling $\pounds(0.173)$ m is offsetting an overspend of $\pounds0.333$ m in Legal services due to underachievement of income impacted by COVID-19 restrictions and the Council's response.

Human Resources & Organisational Development Services including the executive office, programme office & systems thinking communications, marketing and events: Budget £6.505m – (£0.952)m underspend

76. The service area has increased following the transfer of the programme office and systems thinking teams. A number of staff are redeployed to support capital programmes and transformational schemes and aligned to the last financial year, wherever possible these posts have not been backfilled on a like for like basis. In addition, executive office and communications service areas have held vacancies, leading to a forecast net underspend on salaries across the whole service.

Directors and Members: Budget £3.226m - (£0.123)m underspend

77. A £0.124m saving is being achieved on staffing budgets, this is the 2021/22 saving from finalising the senior management structure and maximising grant funding.

Commercial Savings: Budget £0.102m - (£0.102)m underspend

78. A £0.200m Commercial savings target was set for the 2021/22 budget to recognise savings that should arise during the year from the commercial activity we undertake each year as a Council compared to that for which we have budgeted. In the first quarter a total of £0.302m commercial savings was achieved, as reported in quarter 1 these savings have now been moved and are now shown in the relevant service areas. The variance shown here is the overachievement of the savings target. The table below details the commercials savings to date.

Table 6 – Commercial Savings

Service	Saving	Saving 2021-22 £'m	Saving 2022-23 £'m
Communities & Neighbourhood		0.083	0.083
	Re-Procurement of Home to School, SEN and		
	specialist transport contracts from April 2021 to		
Education & Skills	April 2026	0.209	0.209
	Civica Abritas IT Software contract extension for 4		
	years to July 2025. 4 year saving £0.072m. 21/22		
Digital & Information	savings £0.010m	0.010	0.020
TOTAL		0.302	0.312

79. The principles for commercial savings were set out in Quarter 1 report and will continue to be applied.

CORPORATE EXPENDITURE

Table 7 - Forecast as at Quarter 3 2021/22 Corporate Position

		Original Budget <u>A</u> £m	Revised Budget Q3 <u>B</u> £m	Forecast at Q3 <u>C</u> £m	Variance at Q3 D (C-B) £m
Corporate					
Movement on Reserves	Gross	(8.444)	(8.487)	(8.676)	(0.189)
	Income	-	-	-	-
	Net Exp	(8.444)	(8.487)	(8.676)	(0.189)
Capital Financing	Gross	25.520	27.367	25.361	(2.006)
	Income	(0.200)	(0.200)	(0.121)	
	Net Exp	25.320	27.167	25.240	(1.927)
Corporate Costs	Gross	1.085	4.069	4.069	-
	Income	-	-	-	-
	Net Exp	1.085	4.069	4.069	-
Corporate Levies	Gross	7.664	7.664	7.664	-
	Income	(1.039)	(1.039)	(1.039)	-
	Net Exp	6.625	6.625	6.625	-
Covid	Gross	-	-	0.148	0.148
	Income	-	-	(0.352)	(0.352)
	Net Exp	-	-	(0.204)	
TOTAL CORPORATE	Gross	25.825	30.613	28.566	(2.047)
	Income	(1.239)	(1.239)	(1.512)	(0.273)
	Net Exp	24.586	29.374	27.054	(2.320)

Movement on Reserves: Budget (£8.487m) – (£0.189m) underspend

80. In the previous financial year (2020/21) where specific COVID-19 grants were not fully spent they were set aside in earmarked reserves to allow activity to be funded in the new year. Following the completion of returns to government for specific COVID-19 grants it has been identified that £0.189m of spend was incurred in 2020/21 associated with the Compliance and Enforcement grant activity although the grant was shown as unspent and set aside. The earmarked reserve therefore should not continue to be set aside and is being drawn down in full with no corresponding pressure of costs to fund in the year.

Financing & Investment Income & Expenditure: Budget £27.167m – (£1.927m) underspend

81. The final borrowing figure for 2020/21 sets the minimum revenue provision charge for year 2021/22, due to the 2020/21 year end underspend position there is a £1.966m saving in 2021/22. Based on the current cashflow forecast the Council will not need to borrow in 2021/22, this is forecast to generate an interest payable saving of £0.120m, however this is partially offset by the forecast loss in interest receivable of £0.080m due to interest rates being so low. Costs of Asset Disposal is forecast to overspend by £0.079m in 2021/22, some of this is a timing issue and will be allocated against the capital receipt when the asset is sold in future years.

COVID-19 Direct costs: Budget £0 – £0.204m underspend

- 82. As part of COVID-19 response temporary morgues were set up across the county, these have now been decommissioned, the costs have been shared on a proportional split between Wiltshire and Swindon. The final costs have been incurred and are shown here at £0.148m.
- 83. The Council have been awarded £0.353m New Burdens Grant to go towards the additional costs of delivering the Business Grants for the period August 2020 to March 2021, the costs for delivering this were included in 2020/21 this grant is therefore shown as an underspend to offset the above pressures.

Collection Fund

- 84. The Collection Fund is the ring-fenced fund which comprises all income and expenditure for both the Council Tax and Business Rates.
- 85. In setting the budget prudent estimates were used on the likely level of receipts to be recouped in 2021/22 from both sources and current forecasts are in line with these original estimates. The overall £1m was set aside for collection uncertainty on business rates which is not forecast to be required and will be available to support businesses further. With the continued reliefs for some business sectors it is unclear how the sectors will recover in future years and with the further announcements that were made as part of the Spending Round 2021 on reliefs for businesses for the next financial year, this gives an indication that further time is required for the economy to recover from the pandemic.
- 86. It should be noted that the £34m s31 grant given by government to support the cashflow impact of mandatory business rates reliefs in 2020/21, and currently held in an earmarked reserve will be applied in full to deal with the deficit that will arise on the collection fund at the end of this financial year.
- 87. The declared position of the overall Collection Fund administered by the council for 2021/22 is a surplus for Council Tax of £3.855m and a deficit for Business Rates of (£30.384m). The council's share of these balances is £3.266m and (£14.888m) respectively, resulting in an overall deficit of (£11.622m). Due to the accounting regulation for the Collection Fund this cost falls to the council during the 2022/23 financial year, and this will be funded by s31 grant received in 2021/22 that will be rolled forward.
- 88. The previous year's deficit will continue to be funded by the monies set aside in the Collection Fund Volatility reserve over the 3 year period 2021/22-2023/24 as originally planned, with the timing of the financial impact across the 3 years set out in the regulations set by government.

Dedicated Schools Grant – Total Grant £406.300m - £8.271m forecast net overspend

89. The forecast variance for dedicated schools grant (DSG) is a net £8.271m overspend. This is driven by demand from parents and schools for support for vulnerable children with SEN & disability, reflected in increased numbers of education health and care plans (EHCPs.) The number of EHCPs at the end of

- quarter 3 2020-21 was 4,044; quarter 3 in 2021-22 is 4,291; an increase of 247 plans (6.1%.)
- 90. The demand pressure and overspend is aligned with the national picture for many other local authorities and Government's acknowledgement of this is reflected in the national level additional funding for the 2020/21 high needs block of £780m and £730m for 2021-22 financial year. The 2021-22 allocation included a £5.5m increase for Wiltshire. This has come someway to alleviating the pressure it will not however, assist with previous years overspends which are held in the DSG deficit reserve in the local authority's balance sheet. Lobbying continues to request support and additional funding at national level and a national SEN review steering group has been created to assist the department for education to conclude the SEND Review and advise on proposals to be set out in a SEND green paper to be published in the first three months of 2022.
- 91. The DSG is ringfenced and is separate to local authority budget. Any underspend or overspend is also ringfenced. At the beginning of the financial year, the DSG reserve balance had a deficit of £18.474m this is now forecast to be £26.555m. The local authority has a 10-year recovery plan centred around inclusion which is being implemented in partnership with schools however the deficit lies with Wiltshire Council whilst the recovery plan is delivered. Additional funding is key to meeting the needs of Wiltshire pupils.

DSG Reserve (held in the council's balance sheet)

·	Early	All Other	Total DSG
	Years	Blocks	Reserve
	£m	£m	£m
Balance brought forward from 2020-21		18.474	18.474
Early Years previous year adjustment	N/A	(0.189)	(0.189)
Forecast Variance (all blocks) for 2020-21	(1.264)	9.535	8.271
Forecast DSG Deficit carried forward 2020-21	(1.264)	27.820	26.555

- 92. School Leaders have raised the profile of the funding challenges with Wiltshire's MPs who have been supportive and in turn, raised with central government.
- 93. Officers have taken every opportunity to take part in national and south west comparator research which show the extent of the national and regional issue. Best practice and savings approaches are being shared with peers.
- 94. Wiltshire is taking steps to address the demand for specialist placements; significant Council investment in the System of Excellence and new Special School places in the north of the county, the 150-place free special school in the south, expansion of specialist places within our schools and the flexible use of capital receipts by the council to fund a series of projects to facilitate change both internally and to influence partners. These and the savings planned from them do not lead to a balanced position within the 10-year recovery period. Savings are limited by many external factors and include a parent's legal right to state parental preference and recourse to a tribunal. Our local authority position is that we simply cannot sustain the DSG deficit.

95. Officers are regularly meeting with school leaders to progress plans through the High Needs Recovery Group, reporting the position and recovery plan to Schools Forum. As the situation stands both locally and for most other local authorities, the pupil driven needs simply cannot be met without an appropriate level of funding. The DfE have acknowledged this and confirmed this will be considered as part of the SEN review. The local authority continues to meet regularly with the DfE to monitor progress against plans.

SAVINGS DELIVERY 2021/22

- 96. At 2020/21 year end the Council had identified £8.866m savings as undelivered. £7.099m of these savings were reset at budget setting 2020/21 either through growth or budget rebasing effectively removing those savings that could not be delivered.
- 97. This has left £1.767m prior year savings to be delivered which combined with the 2021/22 savings proposals of £2.601m gives a total savings target for 2021/22 of £4.368m.
- 98. The deliverability of these proposals is monitored and reported directly to the Corporate Leadership Team (CLT). The assessment on the deliverability of the savings at the end of quarter 3 is shown in the table below, these assessments are included in the General Fund figures set out in this report.
- 99. Of the £4.368m savings proposals £2.771m (63.44%) are assessed as either being delivered (blue) or on track to be delivered (green) or have alternative replacement savings identified (grey). £1.430m (32.74%) are assessed as Amber which means they are progressing but contain risk of non-delivery.
- 100. £0.167m (3.8%) of savings targets are currently assessed as red. This means they are deemed unlikely to be delivered as planned and to the timescales required i.e. in this financial year. As part of the budget setting process the pressures included within the base budget for 2022/23 has been adjusted to include the pressure of this non-delivered saving.
- 101. The delivery of savings remains a focus for the Council and the status of the undelivered savings will be considered as part of the financial recovery and future year financial planning processes to ensure the budget remains robust and deliverable.

Table 8 – 2021/22 Savings Delivery

	2021/22 Savings Delivery									
Service Area		Total Saving (£m)	Delivered (£m)	Green (£m)	Amber (£m)	Red (£m)	Alternative Savings (£m)			
Corporate Director People										
Family & Childrens	2021/22	- 0.153	- 0.153	-	-	-	-			
Learning Disabilities & Mental Health	Prior Years	- 0.700	- 0.100	-	- 0.600	=	-			
Access & Reablement	Prior Years	- 0.700	-	-	- 0.700	-	-			
	2021/22	- 0.130	-	-	- 0.130	-	-			
Commissioning - Adults	Prior Years	- 0.367	-	- 0.200	-	- 0.167	-			
	TOTAL	- 2.050	- 0.253	- 0.200	- 1.430	- 0.167	-			
Corporate Director Resources										
Housing & Commercial Development	2021/22	- 0.050	- 0.050	-	-	-	-			
	TOTAL	- 0.050	- 0.050	-	-	-	-			
Chief Executive Directorates										
Human Resources & Org Development	2021/22	- 0.068	- 0.068	-	-	-	-			
	TOTAL	- 0.068	- 0.068			-				
Corporate / Cross Cutting	2021/22	- 2.200	- 1.701	-	-	_	- 0.499			
	Total	- 2.200	- 1.701	-	-	-	- 0.499			
GRAND TOTAL	Prior Years	- 1.767	- 0.100	- 0.200	- 1,300	- 0.167	-			
0.0.0.0	2021/22	- 2.601	- 1.972	-	- 0.130	-	- 0.499			
	Total	- 4.368	- 2.072	- 0.200	- 1.430	- 0.167	- 0.499			
	Prior Year %		5.7%	11.32%	73.57%	9.5%	0.00%			
	2021/22 %		75.8%	0.00%	5.00%	0.0%	19.18%			
	Total %		47.4%	4.58%	32.74%	3.8%	11.42%			

CAPITAL RECEIPTS FLEXIBILITIES 2021/22

- 102. The government allows Local Authorities to fund transformational activity that is designed to deliver ongoing revenue savings and/or transform service delivery to reduce costs or reduce demand for services in the future. This is known as Capital Receipts flexibilities. It is important that any Local Authority using this flexibility is transparent in reporting its plans and the individual projects that are to be funded or part funded and report the previous years' activity and whether the planned savings and/or service transformation have been or are being delivered as planned.
- 103. The forecast position for the current financial year, 2021/22 is shown in the table below and includes narrative on each project and the delivery of benefits that is expected.

Table 9 Flexible Use of Capital Receipts 2021/22

		Approved	Full Year			
Directorate	Description	Budget 2021-22	Forecast 2021/22	Variance	Benefits	
		£m	£m	£m		
HR/OD	Organisational Development Transformation	1.703	0.540	- 1.163	The 10% saving will be in part attributed to the change efforts supporting service redesign, changes to ways of working and the effective adoption of new technologies Skills, knowledge and capability to work effectively as the organisation changes and transforms.	
Other	Business Intelligence	1.000	0.341	- 0.659	Improved system around data collection and reporting to enable information to be compared and analysed, thus adding value to services	
Children's & Families	Fostering Excellence Scheme	0.594	0.309	- 0.285	The savings are shown in the MTFS - expansion of the in house carer scheme leading to lower overall unit costs as well as children in care living in a family in Wiltshire	
Children's & Families	FACT Transformation	0.639	0.250	- 0.389	This is a wide-ranging programme to streamline and improve the way we work by taking a whole-system, holistic approach with corporate partners, staff, children,	
Children's & Families	Early Help Support Hub	0.200	-	- 0.200	young people and their families. We will promote multi-agency integration which will make us more efficient in providing our services and more effective at helping families	
Children's & Families	Contextual Safeguarding	0.170	-	- 0.170	and children achieve positive outcomes. As part of our shared vision and shared Practice Framework, professionals will maximise the time spent with families,	
Children's & Families	Transport Co-Ordinator	0.070	0.041	- 0.029	providing early support to prevent escalation and ensuring that our children thrive in their own communities.	
Children's & Families	Supporting the Parents of under 1s / Dads Matter Too	0.250	0.063	- 0.188		
Education & Skills	SEN & Inclusion Transformation	1.045	0.785	- 0.260	Taking forward an agenda of strengthening inclusion and support for young people with SEND and high needs will require a genuine partnership approach. Strong systematic partnership working within Wiltshire, strategic engagements with parents, schools and settings, and partner agencies are required to build shared ownership of the issues the system is facing, and develop a shared vision and strategy for how the local system will support young people with SEND and high needs	
Housing & Commercial Development	Service Devolution & Asset Transfer	-	0.250	0.250	To support the transfer of assets successfully to other bodies to realise opportunities for more efficient delivery of public services to residents and reduce cost of deliver of those services	
Community & Neighbourhood	Leisure Insourcing Transformation	0.793	0.793	-	The decision by Cabinet to insource the current leisure sites that are operated by an external provider will involve a complex and time bound insource and transformation. The project will fund the resources required to manage the insource successfully and ensure the leisure sites are open for users from the date of transfer. Moving forward it is anticipated that during the transition the transformation will identify opportunities and efficiencies in running the whole Leisure Service and begin to reduce the annual operating cost following the investment that has been in 2021/22.	
Other	Organisational Recovery	1.200	0.534	- 0.666	The programme will deliver confident and skilled people working flexibly and utilising the tools available so that we are a resilient, efficient and inclusive organisation.	
Other	Other Transformational Schemes to be considered	-	-	-	Benefits to be assessed as additional schemes come forward	
TOTAL		7.664	3.905	- 3.759		

RESERVES POSITION AND FORECAST

- 104. Reserves are an important element of the Council's finances and a sufficient level of balances should be held, to mitigate risks within the budget and operations of the Council.
- 105. The level of both general fund reserves and earmarked reserves held by the Council were increased in 2020/21 in response to forecast future financial risks and expected demand. As part of the year end position an additional contribution of £1.4m was made to the General Fund Reserve, increasing the balance to £16.856m. This was to provide additional resilience within the reserve to support the financial position in 2021/22 and to allow for financial risks and a lead in time for recovery.
- 106. New earmarked reserves were created for Budget Equalisation, Latent Demand and Collection Fund Volatility, these were set up to manage specific financial impacts. As part of the 2021/22 budget, planned drawdowns were included of £4.165m from the Budget Equalisation reserve and £4.279m from the Collection Fund Volatility reserve.
- 107. At the July meeting, Cabinet approved an additional £0.861m draw down from the latent demand reserve to fund the required part year investment in capacity within SEND and Inclusion Services in 2021-22 which is reflected as a commitment against this reserve and can be seen in Appendix B. It is intended that the balance of the Latent Demand reserve will be drawn down when evidence is presented that shows demand exceeds the metrics on which

the budget was based. There remains no recommended draw down from the Latent Demand reserve, however the funding commitment for SEND and Inclusion has been allowed for, as shown in Appendix B, but will be formally requested at the end of the financial year should the funding not be available within the revenue budget.

- A review of the earmarked reserve balances has been carried out to assess the need to continue to hold them and the level of funding required to remain in them. As a result of this review there is a recommendation to consolidate £3.299m from some reserves into a single Transformation reserve to provide funding for transformation across the council. £1.797m held in reserves has been assessed as no longer required to be set aside. It is recommended that, due to the favourable in-year financial forecast position and the financial pressure in the future years that £1.4m is added to the General Fund Reserve during the year. This will allow for the planned contribution in 2022/23 to be removed from the budget to reduce the budget gap and to increase the Councils financial resilience now. This will increase the amount set aside in the General Fund Reserve to £18.256m. The balance from earmarked reserves no longer required to be set aside of £0.397m is recommended to be transferred into a new reserve to provide funding for Business Plan priorities. with draws from this reserve to be approved by Cabinet during the financial year. Details of these re-allocations can be seen in Appendix C.
- 109. Due to the favourable position of the forecast financial position, it is requested to set aside a further £2m in the Pay Award reserve. This will double the value of the reserve and provide additional funding for the pay award for 2021/22 that has still not been agreed nationally. If the full value of £4m balance in the reserve is not required once the pay award for 2021/22 is agreed this funding will be available to support any additional staffing related costs that may arise in future years, such as future pay awards that are agreed above the value included in the budget.
- 110. The balance of the overall council underspend position at the end of the year will be requested to be transferred to the Budget Equalisation Reserve at year end to provide additional capacity to support the budget setting process for future years. The current quarter 3 forecast transfer is the underspend less the £2m requested to be transferred to the Pay Award reserve and is a balance of £12.824m and is reflected in Appendix B. Any underspend on the Towns Recovery budget will be requested to be transferred to a specific earmarked reserve at year end to allow for future initiatives to be funded (as detailed in paragraph 64). Any overachievement of income in Streetworks in the Highways service will be requested to be transferred to a specific ear-marked reserve at year end and ringfenced for the Ash Die back programme for 2022/23 (as detailed in paragraph 71).
- 111. The 2021/22 opening balance of Local Authority Earmarked Reserves total £106.878m, at quarter one drawdowns were requested for £10.444m as described above and included in the budget and a recommendation to draw down £0.043m from Public Health Earmarked reserve was approved at the Cabinet meeting in September.

- 112. The Public Health drawdown will be used to fund the recruitment of a fixed term post to deliver the Making Every Contact Count (MECC) programme in the current financial year. The MECC programme is an approach to changing behaviour in order to have a positive effect on the health and wellbeing of individuals, communities and populations.
- 113. A full list of Earmarked reserves and movements is presented in Appendix B.

Overview and Scrutiny Engagement

114. Regular reports are taken to Overview & Scrutiny relating to the Council's financial position. This report is being considered at the meeting of Financial Planning Task Group on 21 January 2022.

Safeguarding Implications

115. None have been identified as arising directly from this report.

Public Health Implications

116. None have been identified as arising directly from this report.

Procurement Implications

117. None have been identified as arising directly from this report.

Equalities Impact of the Proposal

118. None have been identified as arising directly from this report.

Environmental and Climate Change Considerations

119. None have been identified as arising directly from this report.

Risks that may arise if the proposed decision and related work is not taken

120. If the Council fails to take actions to address forecast shortfalls, overspends or increases in its costs it will need to draw on reserves. The level of reserves is limited and a one-off resource that cannot be used as a long-term sustainable strategy for financial stability.

Risks that may arise if the proposed decision is taken and actions that will be taken to manage these risks

121. Ongoing budget monitoring and management, of which this report forms part of the control environment, is a mitigating process to ensure early identification and action is taken. Risks associated with service delivery and the level of reserves will be raised as and when proposals are brought forward as part of the budget setting process.

Financial Implications - Section 151 Officer Commentary

- 122. This report is the third report for the current 2021/22 financial year and the forecast for the financial year as at quarter three continues to present a secure financial position for the Council in 2021/22, given the level of uncertainty when the budget was set back in February 2021.
- 123. The overall position shows a £4m improvement on the forecast underspend at quarter two, which is mainly as a result of improvements in forecast income as well as demand not materialising in this year as expected. The increase underspend has been transferred into reserves and these have been factored into the budget proposals being put forward in the Budget 2022/23 report.
- 124. This builds on the outturn position for the last financial year where the Council was able to prudently set aside reserves to deal with potential latent demand for services and the uncertainty on the volatility on the collection of council tax and business rates.
- 125. Although there are pressures within the Council, as reported, these are being managed overall and although there continues to be uncertainty, apart from the Cabinet investment decision on SEND & Inclusion, there are no further requirements to draw from the latent demand reserve that cannot be met from within existing budget provision.
- 126. The revisions to the budget for the current demand have been used to revise the base budget assumptions for 2022/23 which are detailed in the budget proposals and MTFS report.
- 127. The forecast underspend allows the Council to act prudently once again. Putting further funds aside, with the proposal to transfer the underspend this financial year into the budget equalisation reserve and build upon the funds that were created last financial year. A total of £12.8m is now forecast to transfer into that reserve to help mitigate against future financial resilience risk, and in addition a further £2m funds, on top of the existing £2m, are being set aside to deal with the cost of the pay award for this financial year once negotiations have been settled.
- 128. The use of the Budget Equalisation Reserve over the MTFS has been set out in the budget & MTFS report. Any use of reserves will only ever be a one off and is not sustainable in delivering Council services on an ongoing basis. It will however allow the time for transformation and the reduction of spending to take place, but inevitably the Council has to achieve this to operate within the funds available to it.
- 129. As we enter the last quarter of 2021/22 the continuance of sound financial management and control as well as the rebasing of service spend for the level of demand that is being presented now has put the Council in a strong position. It demonstrates that the Council can operate within its budget, can prudently set aside funds to help manage future financial sustainability.

Legal Implications

130. None have been identified as arising directly from this report.

Workforce Implications

131. If the Council fails to take actions to address forecast shortfalls, overspends or increases in its costs it may need to implement further spend controls, or if the position is deemed critical unplanned service rationalisation may be required. This could impact on the workforce, and may include changes to roles or redundancies. Ongoing budget monitoring and management, of which this report forms part of the control environment, is a mitigating process to ensure early identification and action is taken.

Options Considered

- 132. Budget monitoring forms part of the financial control environment and it is important to provide reporting on all aspects of financial management and performance to Cabinet and the public, including delivery to plans, variances and risks and impacts.
- 133. There is a statutory requirement to set a balanced budget. This report is an update report that outlines to members the latest position in respect to the Budget 2022/23 following the previous update in September.

Conclusions

134. The report supports effective decision making, ensures a sound financial control environment and ensures members are updated on the latest position for the budget for 2022/23.

Andy Brown (Deputy Chief Executive and Corporate Director - Resources), andy.brown@wiltshire.gov.uk

Report Authors:

Andy Brown, Neil Haddock, Leanne Sykes, Marie Taylor, Lizzie Watkin, Assistant Director of Finance and Deputy S151 OfficerHead of Finance - Environment, Head of Finance - Care,, andy.brown@wiltshire.gov.uk, neil.haddock@wiltshire.gov.uk, leanne.sykes@wiltshire.gov.uk, marie.taylor@wiltshire.gov.uk, lizzie.watkin@wiltshire.gov.uk
Leanne Sykes, Head of Finance, Growth, Investment & Place Marie Taylor, Head of Finance, Children & Education Neil Haddock, Head of Finance, Adults

20/01/2022

Appendices

Appendix A: Revenue Budget Movements

Appendix B: Forecast Reserves Position 2021/22 Quarter 2

Appendix C: Earmarked Reserves Review

Background Papers

The following documents have been relied on in the preparation of this report:

Wiltshire Council's Financial Plan Update 2021/22, Medium Term Financial Strategy 2025/26 and Capital Programme and Strategy - Full Council, 23 February 2021

https://cms.wiltshire.gov.uk/ieListDocuments.aspx?Cld=130&Mld=13056&Ver=4

Financial Year 2021/22, Quarter Two Revenue Budget Monitoring Report – Cabinet, 30 November 2021

Agenda for Cabinet on Tuesday 30 November 2021, 10.00 am | Wiltshire Council

Appendix A – Revenue Budget Movements

Appendix A - Revenue Budget Movements 2021/22

		1	
	2021-22 Original Budget in Revised Structure	Budget movements approved by CLT Q1/Q2/Q3	Revised Budget Q3
	£m	£m	£m
Corporate Director People			
Living and Ageing Well	67.009	0.918	67.927
Whole Life Pathway	79.053		80.698
Education & Skills	20.948		20.477
Family & Children Services	61.925	- 1.144	60.781
Corporate Director Resources			
Finance	4.999	- 1.291	3.708
Assets & Commercial Development	15.498	0.217	15.715
ICT	11.406		11.689
Procurement & Commissioning	10.515		8.118
Corporate Director Place & Environment			
Highways & Transport	37.735	- 0.837	36.898
Economy & Regeneration	2.121		2.777
Planning	2.493		2.373
Environment	44.340		42.880
Leisure Culture & Communities	9.725	- 0.593	9.132
Chief Executive Directorates			
	4.544	0.000	4.500
Public Health	1.541		1.508
Legal & Governance	10.895		8.673
HR&OD and Transformation	4.384		6.505
Corporate Directors & Members Commercial Savings	3.386	0.100	3.226 0.102
Commercial Savings		0.102	0.102
Corporate			
Movement on Reserves	- 8,444	- 0.043	- 8.487
Capital Financing	25.320	1.847	27.167
Corporate Costs	1.087		4.069
Corporate Levies	6.625		6.625
Covid	-	-	-
General Fund Budget	412.561	0.000	412.561
UDA Budget			
HRA Budget	-	-	-
Total	412.561	0.000	412.561
MO Formalia a			
WC Funding General Government Grants	E7.04F		E7 04F
	- 57.045		- 57.045
Council Tax Business Rates Retention Scheme	- 297.016 - 58.500		- 297.016 - 58.500
Total Funding	- 412.561	-	- 412.561
ı otal i ullulliy	- 412.301	•	- 412.301

Appendix B – Forecast Reserves Position 2021/22 Quarter 3

Reserve	Closing Balance 2021/22 £m	Closing Balance 2022/23 £m	Closing Balance 2023/24 £m	Closing Balance 2024/25 £m
General Fund	18.256	18.256	19.656	21.056
Octional Fulla	10.230	10.230	13.030	21.000
EARMARKED RESERVE	S:			
Budget Equalisation	16.520	16.520	7.418	0.000
Latent Demand	7.034	4.034	0.000	0.000
Collection Fund Volatility	6.925	5.675	4.425	4.425
Public Health	4.823	4.823	4.823	4.823
Transformation	3.299	3.299	3.299	0.000
Business Plan Priorities	0.397	0.509	0.000	0.000
PFIs	5.494	5.494	5.494	5.494
Insurance	2.338	2.038	1.738	1.738
Other Earmarked	4.993	3.910	4.041	4.041
Total Earmarked	51.823	46.302	31.239	20.522
Schools Balances	12.542	12.542	12.542	12.542
DSG	-27.708	-38.708	-51.708	-51.708
TOTAL	54.913	38.392	11.729	2.412

Appendix C – Earmarked Reserves Review

			Merge into		
		2021-22 Forecast		transformation	
Reserve	Description/Purpose	Closing Balance	Available balance	reserve	NOTES
	, ,				Programme complete, forecast
	To manage and support				includes funding some commitments
	on-going recovery costs				for 21/22 but no commitments going
Salisbury Recovery	for Salisbury	0.168	0.168	0	forward
,	Unspent funding to				No firm plans or commitments and
	support Rough Sleepers				all activity funded by base badget
Rough Sleeper Funding	support	0.166	0.166	0	and grant
	Unspent funding to				Team funded through grant each
Flexible Housing Support	support Housing related				year. No indication from Gov that
Fund	activity	0.950	0.950	0	grant will cease
	Unspent funding to				No firm plans or commitments and
	support Homelessness				all activity funded by base badget
Homelessness Reduction	support	0.121	0.121	0	and grant
					No firm plans or commitments and
					all activity funded by base badget
Flexible Housing Support	Flexible Housing Support	0.287	0.287	0	and grant
					Reserve not required as preparation
	Funding awarded for EU				costs have been incurred and funded
LA EU Exit Preparation	exit activity	0.105	0.105	0	in previous years
	Monies set aside from				No plan for use - use to set up new
	commercial gainshare				Transformation Reserve to fund
Gain Share Income	arrangement	2.675	0	2.675	priorities
	Funding to support				
Single View of the	customer access				
Customer	improvements	0.341	0	0.341	No firm plans or commitments
	Small balance remaining				
	to support additional				
	financial support required				This will allow some flexibility on
	to transfer play area				Service Devolution priorities and
Play Area Asset Transfers	assets.	0.057	0	0.057	funding these
	Monies set aside from				
	previous years				
	underspend to fund				
	feasibility studies for				
Enabling Fund	priorities	0.140	0	0.140	No commitments.
					Council funding, no current
					commitment and propsoal for
					savings against this budget going
					forward. Funding is available for
IBCF	iBCF funding underspend	0.070	0	0.070	adult social care only.
Mental Health Local					
Transformation Plan	Underspend	0.016	0	0.016	No commitments.
Total		5.096	1.797	3.299	
			1.400		Transfer to General Fund Reserve
					Transfer to Business Plan Priority
			0.397		Reserve