

# AGENDA

---

**Meeting:** Overview and Scrutiny Management Committee

**Place:** The Kennet Room - County Hall, Trowbridge BA14 8JN

**Date:** Wednesday 28 September 2022

**Time:** 10.00 am

---

Please direct any enquiries on this Agenda to Ben Fielding, of Democratic Services, County Hall, Bythesea Road, Trowbridge, direct line 01225 718656 or email [benjamin.fielding@wiltshire.gov.uk](mailto:benjamin.fielding@wiltshire.gov.uk)

Press enquiries to Communications on direct lines (01225) 713114/713115.

This Agenda and all the documents referred to within it are available on the Council's website at [www.wiltshire.gov.uk](http://www.wiltshire.gov.uk)

---

## Membership:

Cllr Graham Wright (Chairman)  
Cllr Christopher Williams (Vice-Chairman)  
Cllr Ruth Hopkinson  
Cllr Jon Hubbard  
Cllr Tony Jackson  
Cllr Bob Jones MBE  
Cllr Johnny Kidney  
Cllr Gordon King

Cllr Jerry Kunkler  
Cllr Bill Parks  
Cllr Tony Pickernell  
Cllr Elizabeth Threlfall  
Cllr Jo Trigg  
Cllr Tony Trotman  
Cllr Iain Wallis

---

## Substitutes:

Cllr Steve Bucknell  
Cllr Clare Cape  
Cllr Ernie Clark  
Cllr Brian Dalton  
Cllr Gavin Grant

Cllr Dr Nick Murry  
Cllr Pip Ridout  
Cllr Tom Rounds  
Cllr Ian Thorn

---

## **Recording and Broadcasting Information**

Wiltshire Council may record this meeting for live and/or subsequent broadcast. At the start of the meeting, the Chairman will confirm if all or part of the meeting is being recorded. The images and sound recordings may also be used for training purposes within the Council.

By submitting a statement or question for an online meeting you are consenting that you will be recorded presenting this, or this may be presented by an officer during the meeting, and will be available on the public record. The meeting may also be recorded by the press or members of the public.

Any person or organisation choosing to film, record or broadcast any meeting of the Council, its Cabinet or committees is responsible for any claims or other liability resulting from them so doing and by choosing to film, record or broadcast proceedings they accept that they are required to indemnify the Council, its members and officers in relation to any such claims or liabilities.

Details of the Council's Guidance on the Recording and Webcasting of Meetings is available on request. Our privacy policy can be found [here](#).

## **Parking**

To find car parks by area follow [this link](#). The three Wiltshire Council Hubs where most meetings will be held are as follows:

**County Hall, Trowbridge**  
**Bourne Hill, Salisbury**  
**Monkton Park, Chippenham**

County Hall and Monkton Park have some limited visitor parking. Please note for meetings at County Hall you will need to log your car's registration details upon your arrival in reception using the tablet provided. If you may be attending a meeting for more than 2 hours, please provide your registration details to the Democratic Services Officer, who will arrange for your stay to be extended.

## **Public Participation**

Please see the agenda list on following pages for details of deadlines for submission of questions and statements for this meeting.

For extended details on meeting procedure, submission and scope of questions and other matters, please consult [Part 4 of the council's constitution](#).

The full constitution can be found at [this link](#).

For assistance on these and other matters please contact the officer named above for details

# AGENDA

## PART I

Items to be considered when the meeting is open to the public

1 **Apologies**

To receive details of any apologies or substitutions for the meeting.

2 **Minutes of the Previous Meeting** (*Pages 7 - 16*)

To approve and sign the minutes of the meeting held on 14 July 2022.

3 **Declarations of Interest**

To receive any declarations of disclosable interests or dispensations granted by the Standards Committee.

4 **Chairman's Announcements**

To receive any announcements through the Chair.

5 **Public Participation**

The Council welcomes contributions from members of the public.

### Statements

If you would like to make a statement at this meeting on any item on this agenda, please register to do so at least 10 minutes prior to the meeting. Up to 3 speakers are permitted to speak for up to 3 minutes each on any agenda item. Please contact the officer named on the front of the agenda for any further clarification.

### Questions

To receive any questions from members of the public or members of the Council received in accordance with the constitution.

Those wishing to ask questions are required to give notice of any such questions in writing to the officer named on the front of this agenda no later than 5pm on **Wednesday 21 September** in order to be guaranteed of a written response. In order to receive a verbal response questions must be submitted no later than 5pm **on Friday 23 September**. Please contact the officer named on the front of this agenda for further advice. Questions may be asked without notice if the Chairman decides that the matter is urgent.

Details of any questions received will be circulated to Committee members prior to the meeting and made available at the meeting and on the Council's website.

6 **Financial Year 2022/2023 - Quarter One Revenue Budget Monitoring** (*Pages 17 - 50*)

To receive the Financial Year 2022/2023 - Quarter One Revenue Budget Monitoring report of the Chief Executive, to be considered by Cabinet on 27 September 2022.

Please note an additional report from the Financial Planning Task Group, following its meeting on 26 September 2022, will be published as an agenda supplement.

7 **Financial Year 2022/2023 - Quarter One Capital Budget Monitoring** (*Pages 51 - 78*)

To receive the Financial Year 2022/2023 - Quarter One Capital Budget Monitoring report of the Chief Executive, to be considered by Cabinet on 27 September 2022.

Please note an additional report from the Financial Planning Task Group, following its meeting on 26 September 2022, will be published as an agenda supplement.

8 **Council Performance and Risk - Quarter One Monitoring** (*Pages 79 - 104*)

To receive a report to on the latest corporate scorecard and progress toward the council's business plan outcomes.

9 **Annual Wiltshire Council Complaints Report 2021-2022**

To receive the Annual Wiltshire Council Complaints Report 2021-22. Please note that this will be published as an agenda supplement.

10 **Report of the Asset Transfer Policy Rapid Scrutiny Exercise**

To receive the report of the Asset Transfer Policy Rapid Scrutiny Exercise, following its review of the proposed new Service Devolution & Asset Transfer Policy that will be considered by Cabinet on 27 September 2022.

Please note that this report will be published as an agenda supplement.

11 **Management Committee Task Groups** (*Pages 105 - 108*)

To receive updates on recent activity on the following Task Groups:

- Swindon and Wiltshire Local Enterprise Partnership Panel
- Evolve Programme Task Group
- Financial Planning Task Group

12 **Forward Work Programme** (*Pages 109 - 134*)

To approve the Overview and Scrutiny Forward Work Programme and receive updates from the Chairmen and Vice-Chairmen of the Select Committees in respect of the topics under scrutiny in their areas, including any

recommendations for endorsement by the Management Committee.

13 **Date of Next Meeting**

To confirm the date of the next meeting as 15 November 2022.

14 **Urgent Items**

Any other items of business which the Chairman agrees to consider as a matter of urgency.

This page is intentionally left blank

## Overview and Scrutiny Management Committee

---

### MINUTES OF THE OVERVIEW AND SCRUTINY MANAGEMENT COMMITTEE MEETING HELD ON 14 JULY 2022 AT THE KENNET ROOM - COUNTY HALL, TROWBRIDGE BA14 8JN.

#### **Present:**

Cllr Graham Wright (Chairman), Cllr Christopher Williams (Vice-Chairman),  
Cllr Ruth Hopkinson, Cllr Jon Hubbard, Cllr Johnny Kidney, Cllr Gordon King,  
Cllr Jerry Kunkler, Cllr Bill Parks, Cllr Tony Pickernell, Cllr Jo Trigg, Cllr Tony Trotman  
and Cllr Iain Wallis

#### **Also Present:**

Henry Powell, Ceri Williams, Andy Brown, Ben Fielding, Cllr Pip Ridout, Cllr Ian Blair-  
Pilling, Cllr Elizabeth Threlfall and Perry Holmes.

---

#### 17 **Apologies**

Apologies for absence were received from Kate Blackburn, Cllr Nick Botterill,  
Cllr Tony Jackson and Cllr MBE Bob Jones. It was noted that Cllr Jon Hubbard  
would be joining the meeting late.

It was noted that Committee Member, Cllr Elizabeth Threlfall had joined the  
meeting remotely. Additionally, as Cllr Phil Alford (Cabinet Member for Housing,  
Strategic Assets, Asset Transfer) was unable to join the meeting, Cllr Ian Blair-  
Pilling, (Cabinet Member for Public Health and Public Protection, Leisure,  
Libraries, Facilities Management and Operational Assets) attended the meeting  
in his place.

#### 18 **Minutes of the Previous Meeting**

The minutes of the meeting held on 19 May 2022 were presented for  
consideration, and it was;

#### **Resolved:**

**To approve and sign as a true and correct record of the minutes of the  
meeting held on 19 May 2022.**

#### 19 **Declarations of Interest**

There were no declarations of interest.

#### 20 **Chairman's Announcements**

The Chairman updated that the Scrutiny team are now scheduling this year's programme of meetings where the select committee chairs and vice-chairs discuss work priorities with their Cabinet and director counterparts. Additionally, the Scrutiny team would be supporting their Chairs to involve their committees' wider membership, by inviting members to submit topics for discussion with the Cabinet.

21 **Public Participation**

There were no questions or statements submitted by members of the public.

22 **Year End Revenue Financial Out-turn Position 2021/2022**

The Chairman introduced a report within the Agenda Pack which provided an update on the final year end outturn position for the Council as of 31st March for the financial year 2021/2022.

The Chairman noted that the report was considered by Cabinet on 12th July. Prior to that, it was scrutinised by the Financial Planning Task Group on 8th July and the report from the Task Group summarising that discussion was included in the Agenda Supplement.

The following comments were received by the Section 151 Officer:

- There have been a number of grants for Ukrainian and Afghan refugees which will be rolled forward as an earmark reserve.
- There have been promising signs regarding improvements to income services such as leisure and carparking, with £3m improvement forecasted from Q3 to Q4 and an underspend increase.
- Of the £11m underspend, the majority will be put aside to deal with the cost of living and inflation, which was unseen at the time of the budget. Budget is being put aside to deal with CPR at 9.1%, however, this will likely rise to 10% in September and could potentially continue at this level. This proposal to mitigate the pressure for the next year has been identified as being a one-off.
- There is currently pressure regarding the pay award with the Council having previously budgeted for 2%, however this will not be enough, with work being done to consider what will be enough without risking national negotiations.
- A positive aspect of the report was identified as being that the Housing Revenue Account had reported an underspend which will now go into reserves. However, it was also noted that a deficit of £25m has been identified around the High Needs and SEN area, where there is a deficit of funding in the system.

Cllr Pip Ridout, as Chair of the Financial Planning Task Group, introduced the Task Group's report, which noted the following points:



- This is only the second time in 20 years that the Council is in a surplus situation, with the surplus being spread into the next year in order to prepare for an increase in inflation and the possibility of a large pay award.
- It was suggested that Scrutiny note where underspends and occurred for awareness of any service implications.
- Two major risks have been identified as the Dedicated Schools Grant and Stone Circle.

The following comments were received by Members of the Committee:

- It was stated that though there is a significant underspend, it was suggested that this could be attributed to vacant positions and struggling to recruit. Therefore, the underspend should not be commended if the Council is unable to deliver the services it should be delivering. It was clarified by the Section 151 Officer that purely looking at the finances, the underspend could be commended, but it should be questioned how far this impacts on performance and delivery. Additionally budget managers are responsible for recruitment, vacancies and retention and that budget for posts should only be removed if it is without detriment to performance.
- A further area of concern was identified as being the Planning Department as there seems to be a large number of vacant posts, which is leading to a situation with increasing non-determined planning applications which cost money at hearings. It was also suggested that a large number of the Planning Department are leaving their posts due to stress rather than wage implications.
- The Cabinet Member stated that work is being done to bring together both performance and financial metrics into one place, which will be shown in due course. In addition, the Scrutiny Committee will receive high level corporate performance reports in the future.
- Attention was drawn to the grant support for Ukrainian refugees, with much of the support having been drafted and seconded from other departments, therefore showing as an underspend in the host department and potentially causing a knock-on for service provision. The Section 151 officer clarified that an assessment is undertaken by each Head of Service before secondment in order to identify any potential detriment to the service. Additionally, existing staff were drawn upon rather than offering short term contracts due to short timescales.

At the conclusion of discussion, it was,

**Resolved:**

- 1. To note the revenue budget outturn position for the financial year 2021/22 and the comments of the Financial Planning Task Group.**
- **To note that OS Management Committee will be receiving the high-level performance reports to be received by Cabinet, with the other**

**select committees developing arrangements for more detail performance scrutiny.**

23 **Year End Capital Investment Programme Financial Out-turn Position 2021/2022**

The Chairman introduced a report within the Agenda Pack which set out the final year end position of the Capital Programme for the council as of 31st March 2022 for the financial year 2021/22, including the movements from the original budget, final scheme slippage and how the programme had been funded.

The Chairman noted that the report was considered by Cabinet on 12th July. Prior to that, it was scrutinised by the Financial Planning Task Group on 8th July and the report from the Task Group summarising that discussion was included in the Agenda Supplement.

The following comments were received by the Section 151 Officer:

- Attention was drawn to the table at the top of page 56 of the agenda, which noted that the Capital Programme was started with the intention to spend £214m but the Council only spent £110m.
- It was noted that there is a newly established officer gateway group which will have an enhanced oversight and governance role whilst making recommendations to Cabinet.
- The approved recommendations that were resolved in the Cabinet meeting on 12 July, were focused on inflation, with pressure coming through on the Capital Programme.
- The budget from the bottoming down scheme has been removed as the scheme did not finish, this will now be held centrally with decisions to be made in the budget regarding the reallocation of those funds.

Cllr Pip Ridout, as Chair of the Financial Planning Task Group, introduced the Task Group's report and acknowledged that Capital is a rolling programme which will most likely be halted by an increase inflation. Cllr Ridout stated her desire for the Overview and Scrutiny Management Committee to look at Capital rather than it being investigated by other committees. The Chairman noted that the Committee would be receiving quarterly updates on revenue, capital and investment.

The following comments were received by Members of the Committee:

- The effects of unrealistic wish lists were discussed, with it stated that trust can be damaged when outcomes are compared to things that are not been delivered. There is a requirement for greater scrutiny to rebuild trust. The Section 151 Officer stated the need for profiling in order to deliver.

- There is a relationship between the revenue and capital budgets as in order to deliver on the Capital Programme, revenue is required to pay for wages.
- It was stressed by the Cabinet Member that the Committee should be assured that at service level there is a focus on delivery and performance.

At the conclusion of discussion, it was,

**Resolved:**

- 1. To note the capital budget outturn position for the financial year 2021/22 and the comments of the Financial Planning Task Group.**

24 **Treasury Management Out-turn Report 2022/23**

The Chairman introduced a report within the Agenda Pack, which reviewed the Treasury Management activities for 2021-23. This report covered the period from 1 April 2021 to 31 March 2022.

The Chairman noted that the report was considered by Cabinet on 12th July. Prior to that, it was scrutinised by the Financial Planning Task Group on 8th July and the report from the Task Group summarising that discussion was included in the Agenda Supplement.

The following comments were received by the Section 151 Officer:

- The Council adopted a Treasury Management Strategy at its meeting on 2 February. The Strategy requires an Annual Outturn report, which provides detail of activity, credential indications and impressions of the Council's prudence. These indications can be compared against other councils.
- Wiltshire Council is under borrowed by £120.275m, which avoided the Council having to pay out external interest costs of £3.235m.
- The main consideration of the under borrowed position is that if the Council were to go out and borrow it could potentially be exposed to rising interest rates.
- It was reported that the Council had a breach last year with Leeds Building Society, where the duration limit was 100 days but the investment was made for 110 days.

Cllr Pip Ridout, as Chair of the Financial Planning Task Group, introduced the Task Group's report, with emphasis placed on the importance of how treasury management is required to be consistently monitored.

The following comments were received by Members of the Committee:

- It was confirmed by the Section 151 Officer what when public interest loans are taken out, the Council generally opts for fixed term interest rates due to their certainty.
- It was clarified that in relation to the table on page 100 of the agenda the colour coded LAS Credit Rating was in relation to the length of each loan.

At the conclusion of discussion, it was,

**Resolved:**

- 1. To note the report reviewing the Treasury Management activities for 2021-22, which will now be considered by Full Council.**

25 **Executive Response to the Report of the Asset Transfer Policy Rapid Scrutiny Exercise**

The Chairman introduced a report within the Agenda Supplement, which presented the response of the Cabinet Member for Housing, Strategic Assets, Asset Transfer to the final report of the Service Devolution Asset Transfer Policy Rapid Scrutiny Exercise.

The Chairman noted that on 19th May 2022, the Management Committee endorsed the final report of the Task Group and referred the Rapid Scrutiny Exercise's recommendations to the relevant Cabinet member for response at this meeting. The Management Committee also asked for a response to the additional issues raised during the Committee debate.

The following comments were received by the Cllr Ian Blair-Pilling as the Cabinet Member in attendance on behalf of Cllr Phil Alford, with it stated that the Cabinet said that they had accepted most of the points made and had modified others. The new Policy is set to come to Cabinet in September, which will then embody all of the suggestions and changes made. Cllr Hopkinson stated that the Rapid Scrutiny Group would meet to review the new Policy in advance of Cabinet approval.

The following comments were received from Cllr Ruth Hopkinson, Lead Member for the Rapid Scrutiny Group:

- Regarding Recommendation 2, the Task Group believed that there was a lack of commitment involving allocating resources to support implementation of the policy.

The following comments were received by Members of the Committee:

- A Member of the Committee was concerned that the relevant Cabinet Member was not in attendance following a positive piece of scrutiny and this demonstrated a lack of respect of the function

- Regarding the amendments to the recommendations, some Committee Members stated that rather than being amended it should have been worded as “rejected”.
- The Cabinet Member stated that there is a view that Cabinet do not want reserves to be used for on-going spend when the programme has not been defined, though this does not preclude Cabinet for using reserves for one-off spending activity.
- It was suggested that in the long-term the policy could potentially save Wiltshire Council money through investing and putting the onus onto Towns and Parishes, should they wish to take over services previously covered by Wiltshire Council. It was however also suggested that once Parish Councils take responsibility, they then could raise their precepts.
- It was suggested that with inflation and increasing costs, the policy could potentially become a missed opportunity for Wiltshire Council.
- The Cabinet Member assured Committee Members that the Overview and Scrutiny Management Committee and backbench members in generally are taken very seriously by the Cabinet. It was stated that Cllr Alford is motivated about asset transfer, however there is an awareness from Cabinet that the demand is immediately too great for the bandwidth available no matter what the resources. It is therefore the role of the policy to strike a balance.
- It was clarified by the Section 151 Officer that following the Town and Parish Council conference all those which had provided a level of interest had been logged with responses provided to recognise that the work was on the Cabinet Forward Work Plan.

The following comments were received by Officers:

- Speaking as Governance Lead, Perry Holmes outlined the options available to Committee in regard to their response. Noting that it could potentially be useful to have a third category style of response from Cabinet, titled “amended” which would indicate that the executive had been influenced by the provided proposals but had not yet fully accepted it and that the proposal could be changed.
- Democracy and Complaints Manager, Henry Powell, stated that previously responses had been produced in the format presented in order to allow for statistics to be gathered. It could therefore be useful in the future to abandon defining responses, or to change the definitions in place.

At the conclusion of discussion, it was,

A motion was moved by Cllr Jon Hubbard to update the 1<sup>st</sup> recommendation to state “To note with disappointment the executive response to the Final Report of the Service Devolution Asset Transfer Policy Rapid Scrutiny Exercise. This was accepted as a friendly amendment by The Chairman.

A second motion was moved by Cllr Jon Hubbard to update the 2<sup>nd</sup> recommendation to state that “To note that in most cases those executive

responses labelled amended were considered by the Committee to be rejected”, which was seconded by Cllr Ruth Hopkinson. A friendly amendment was suggested by The Chairman to state “To note that those recommendations relating to resourcing the policy the executive responses labelled “amended” were considered by the Committee to have been rejected”, which was not accepted by Cllr Jon Hubbard. When taken to the vote, the initial motion fell and was therefore not carried.

At the conclusion of discussion, it was,

**Resolved:**

- 1. To note with disappointment the executive response to the Final Report of the Asset Transfer Policy Rapid Scrutiny Exercise.**
- 2. To ask the Asset Transfer Policy Rapid Scrutiny Group to review and comment on the new Asset Transfer Policy prior to its consideration by Cabinet on 6<sup>th</sup> September 2022.**
- 3. To note the Committee’s ongoing concerns regarding sufficient resources being made available to progress Asset Transfers, and to ask the Cabinet to respond to these concerns when it receives the proposed new Asset Transfer Policy on 6<sup>th</sup> September 2022.**

26 **Management Committee Task Groups**

A report was received on the Task Groups and Panels established by the Management Committee.

**Swindon and Wiltshire Local Enterprise Partnership (SWLEP) Joint Scrutiny Panel**

It was noted that the Panel is somewhat in abeyance until the national picture regarding LEPs is clarified. Additionally, The LEP is currently considering the future type of scrutiny it wishes to commission, given the dramatic reduction in LEP funding being provided by Central Government.

**Evolve Programme Task Group**

It was noted that a written update had been included within the report. In addition, it was stated that there was a vacancy on the task group and an advertisement had been placed.

**Financial Planning Task Group**

It was noted that the next meeting of the Financial Planning Task Group had been scheduled for 2<sup>nd</sup> September 2022.

At the conclusion of discussion, it was,

**Resolved:**

1. **To note the update on the Task Group activity provided.**

27 **Forward Work Programme**

The Committee considered the forward work programmes for each select Committee, as well as updates from the Chairman for each Select Committee.

The Chairman updated that in June the Committee reviewed its approach to corporate and finance scrutiny and agreed a number of changes, including amendments to the Financial Planning Task Group's terms of reference. In addition, a brief verbal update was provided on the progress of agreed actions from previous meetings.

At the conclusion of discussion, it was,

**Resolved:**

1. **To note the updates on select committee activity and approve the Overview and Scrutiny Forward Work Programme.**

28 **Date of Next Meeting**

The date of the next meeting was confirmed as 21 September 2022.

29 **Urgent Items**

The Overview and Scrutiny Management Committee placed on record their gratitude for the work of Senior Scrutiny Officer, Ceri Williams who would shortly be leaving his post.

(Duration of meeting: 10.30am – 1.10pm)

The Officer who has produced these minutes is Ben Fielding of Democratic Services, direct line 01225 718656, e-mail [benjamin.fielding@wiltshire.gov.uk](mailto:benjamin.fielding@wiltshire.gov.uk)  
Press enquiries to Communications, direct line ((01225) 713114 or email [communications@wiltshire.gov.uk](mailto:communications@wiltshire.gov.uk)

This page is intentionally left blank



**Wiltshire Council**

**Cabinet**

**27 September 2022**

---

**Subject: Financial Year 2022/23 - Quarter One Revenue Budget Monitoring**

**Cabinet Member: Cllr Nick Botterill – Cabinet Member for Finance, Development Management and Strategic Planning**

**Key Decision: Non-Key**

---

## **Executive Summary**

This report informs members of the first quarterly revenue budget monitoring forecast position (as at 30 June 2022) for the financial year 2022/23. It also provides an update on the MTFs and budget gap for the financial year 2023/24.

## **Quarter 1 Revenue Budget Monitoring**

Quarter 1 budget monitoring forecasts are based on information known as at 30 June 2022. These are early forecasts and will be subject to movement during the year as more certainty arises and less estimation is required, particularly on areas such as demand and inflationary pressures.

The Net Budget set by Full Council for 2022/23 is £417.703m, and this budget was set recognising the one-year nature of the government funding and the uncertainty of future reform. The budget set out the likely position of the Council's finances beyond 2022/23 with an estimated budget gap in year three (2024/25) of the MTFs with one-off funding from reserves used across the latter 2 years. The 2022/23 budget ensured that vital services to the residents, businesses and communities of Wiltshire continue to be provided during the ongoing pandemic, as well as delivering on the commitments as set out in the new Business Plan.

The quarter 1 position forecasts an underlying overspend for the year of £12.350m with mitigations in place that result in a net overspend for the year of £6.020m. This overspend includes the estimated impact of the pay award for 2022/23. For Q1 the forecast was originally 4.5% which resulted in a pressure of £3.7m, however following the employers offer this forecast has now increased and adds a further £2.9m pressure to the forecast position presented. This estimate is based on the employers offer to the unions at the end of July to which the negotiations are still ongoing.

The Council prudently set aside nearly £9m in reserves to deal with the inflation pressure on a one off basis in this financial year. The reserve will be applied to ensure the Council balances the budget for the financial year. At this stage of the year therefore there are no further management action or proposals made for this variance other than those outlined in the report. Future reports will include recommendations if there is a further deterioration in the forecast adverse variance.

### **MTFS Update**

This report also includes a high-level update and outlines to members the latest position in respect to the Budget 2023/24 and the Medium-Term Financial Strategy following the setting of the 2022/23 budget in February 2022.

It sets out the changes in assumptions and funding since the budget was set, including an assessment of the ongoing impact of variances identified in the Q1 budget monitoring process that cannot be contained. It is estimated that, predominantly as a result of the current impact of inflation, the financial gap facing the authority over the next 3 years stands at around £45m.

It will also set out the high level timescales and key dates that will be required to set a balanced budget for the 2023/24 financial year.

### **Proposals**

Cabinet is asked to approve:

- a) the transfer of £0.110m into a SEN Inspection reserve, as detailed in paragraph 37;

Cabinet is asked to note:

- a) the current revenue budget is forecast to overspend by £6.020m by the end of the financial year and that this will be managed through the use of earmarked reserves;
- b) the current forecast savings delivery performance for the year;
- c) The £0.531m draw from the Transformation Reserve to fund transformation activity in 2022/23 in the Family and Children's Transformation (FACT) programme and Customer Experience programme;
- d) the updated position in respect of the current estimated financial gap for 2023/24;
- e) the key dates and timescales that are required to set a balanced budget.

### **Reason for Proposals**

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 2022/23 as at quarter 1 (30 June 2022), including delivery of approved savings for the year.

To inform Cabinet on the current position for the setting of the 2023/24 budget, it begins the process and focus for setting plans and resources for providing the services and support that will be essential for delivering a financially sustainable council and effective, quality public services for the residents of Wiltshire.

**Terence Herbert**  
**Chief Executive**

## Wiltshire Council

### Cabinet

27 September 2022

---

**Subject:** Financial Year 2022/23 - Quarter One Revenue Budget Monitoring

**Cabinet Member:** Cllr Nick Botterill – Cabinet Member for Finance, Development Management and Strategic Planning

**Key Decision:** Non-Key

---

### Purpose of Report

1. To advise Members of the Revenue Budget Monitoring position Quarter 1 (30 June 2022) for the financial year 2022/23 with suggested actions as appropriate.
2. To inform Members of the latest assumptions for the 2023/24 budget and the updating of the Medium-Term Financial Strategy (MTFS) since the budget was set back at Full Council in February 2022.
3. To inform Members of the latest financial position leading into the setting of the 2023/24 budget and the key dates in that will ultimately lead to the proposal of a balanced budget for 2023/24.

### Relevance to the Council's Business Plan

4. 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.
5. Providing updates on the medium term financial strategy and budget for future years supports effective decision making and the alignment of resources to the Council's priorities and objectives as laid down in the Business Plan.

### Background

#### **REVENUE BUDGET MONITORING 2022/23 – QUARTER 1**

6. The Council approved a net budget for 2022/23 of £417.703m at its meeting on 15 February 2022.
7. This is the first 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 2022. This summary can be seen in Appendix A.
8. The following paragraphs focus on forecast outturn variances against the approved budget based on information as at 30 June 2022. They also set out the underlying pressure currently estimated within the service areas mainly as a result of the significant increases in inflation, and the assessed impact of this on

the budgets. Mitigating management action is being taken and this is detailed so that the forecasts include the underlying pressure and the net position following the mitigations.

9. The forecasts at this stage of the year are early and subject to movement during the year as more certainty arises and less estimation is required. They are however forecasts for known items and commitments and estimates on a forecast for the remainder of the financial year. The current economic position and volatility introduces additional risk that forecasts move during the year due to the significant changes that have been seen in inflation indices that have been seen since setting the budget.

## **Main Considerations for the Council**

### **Revenue Budget**

10. 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 1 2022/23 Summary Position

## Overview of Quarter 1 Monitoring

	Original Budget	Revised Budget	Forecast before Mgt & Other Actions	Variance before Mgt & Other Actions	Mgt & Other Actions	Forecast	Variance
	A £m	B £m	C £m	D (C-B) £m	E £m	F (C+E) £m	G (F-B) £m
<b>Corporate Director People</b>							
Living and Ageing Well	72.096	74.857	76.613	1.756	(0.911)	75.702	0.845
Whole Life Pathway	78.003	77.812	80.373	2.561	(0.989)	79.384	1.572
Education & Skills	22.728	23.155	25.434	2.279	(0.496)	24.938	1.783
Family & Children Services	62.175	60.954	61.011	0.057	(1.235)	59.776	(1.178)
<b>TOTAL PEOPLE</b>	<b>235.002</b>	<b>236.778</b>	<b>243.431</b>	<b>6.653</b>	<b>(3.631)</b>	<b>239.800</b>	<b>3.022</b>
<b>Corporate Director Resources</b>							
Finance	3.895	3.867	4.902	1.035	(0.159)	4.743	0.876
Assets & Commercial Development	16.261	15.545	16.294	0.749	-	16.294	0.749
ICT	11.595	11.614	11.997	0.383	(0.322)	11.675	0.061
Procurement & Commissioning	5.310	4.980	5.111	0.131	-	5.111	0.131
<b>TOTAL RESOURCES</b>	<b>37.061</b>	<b>36.006</b>	<b>38.304</b>	<b>2.298</b>	<b>(0.481)</b>	<b>37.823</b>	<b>1.817</b>
<b>Corporate Director Place</b>							
Highways & Transport	37.761	37.848	39.378	1.530	(1.680)	37.698	(0.150)
Economy & Regeneration	2.491	2.413	2.459	0.046	(0.056)	2.403	(0.010)
Planning	1.670	1.166	1.992	0.826	(0.071)	1.921	0.755
Environment	43.215	44.474	44.571	0.097	-	44.571	0.097
Leisure Culture & Communities	7.474	6.078	6.734	0.656	(0.145)	6.589	0.511
<b>TOTAL PLACE</b>	<b>92.611</b>	<b>91.979</b>	<b>95.134</b>	<b>3.155</b>	<b>(1.952)</b>	<b>93.182</b>	<b>1.203</b>
<b>Chief Executive Directorates</b>							
Public Health	1.597	1.403	1.379	(0.024)	(0.061)	1.318	(0.085)
Legal & Governance	7.482	9.410	9.577	0.167	(0.205)	9.372	(0.038)
HR&OD	5.468	2.336	2.233	(0.103)	-	2.233	(0.103)
Transformation & Business Change	-	1.246	1.049	(0.197)	-	1.049	(0.197)
Corporate Directors & Members	2.939	3.110	3.292	0.182	-	3.292	0.182
Commercial Savings	0.102	0.102	-	(0.102)	-	-	(0.102)
<b>TOTAL CEX DIRECTORATES</b>	<b>17.588</b>	<b>17.607</b>	<b>17.530</b>	<b>(0.077)</b>	<b>(0.266)</b>	<b>17.264</b>	<b>(0.343)</b>
<b>Corporate</b>							
Movement on Reserves	(1.138)	(1.138)	(1.138)	-	-	(1.138)	-
Capital Financing	26.841	26.841	24.439	(2.402)	-	24.439	(2.402)
Corporate Costs	3.113	3.755	3.952	0.197	-	3.952	0.197
Corporate Levies	6.625	5.875	5.501	(0.374)	-	5.501	(0.374)
Covid	-	-	-	-	-	-	-
<b>TOTAL CORPORATE</b>	<b>35.441</b>	<b>35.333</b>	<b>32.754</b>	<b>(2.579)</b>	<b>-</b>	<b>32.754</b>	<b>(2.579)</b>
<b>TOTAL GENERAL FUND</b>	<b>417.703</b>	<b>417.703</b>	<b>427.153</b>	<b>9.450</b>	<b>(6.330)</b>	<b>420.823</b>	<b>3.120</b>
<b>Funding</b>							
General Government Grants	(49.261)	(49.261)	(49.261)	-	-	(49.261)	-
Council Tax	(309.942)	(309.942)	(309.942)	-	-	(309.942)	-
Business Rates Retention Scheme	(58.500)	(58.500)	(58.500)	-	-	(58.500)	-
<b>TOTAL FUNDING</b>	<b>(417.703)</b>	<b>(417.703)</b>	<b>(417.703)</b>	<b>-</b>	<b>-</b>	<b>(417.703)</b>	<b>-</b>
Additional Pay Award	-	-	2.900	2.900	-	2.900	2.900
<b>TOTAL VARIANCE</b>	<b>(0.000)</b>	<b>0.000</b>	<b>12.350</b>	<b>12.350</b>	<b>(6.330)</b>	<b>6.020</b>	<b>6.020</b>

11. Overall, the quarter 1 report forecasts a potential year end underlying overspend of £12.350m and a net overspend of £6.020m. However, this is before the finalisation of the pay award for 2022/23 and the forecast included within this report reflects a position of the employers offer made at the end of July. This is the first report of the year 2022/23 and details of the significant variances within service areas are included below. There are some variances that affect all service areas, and an explanation is given below for these.

12. As reported as part of setting the budget in February 2022 the Pay award was budgeted for at 2%. Based on the increasing cost of living seen nationally it is likely that the actual increase will be in excess of this amount with indications

estimating the increase to be in the region of 9-10% over the next 2 years (2022/23 and 2023/24). The working forecast at quarter one was originally updated and as a result of this, the assumed pay award has been recast across services and calculated using a 4.5% increase.

13. National negotiations are currently underway with the Unions and the offer from employers to the unions was for a £1,925 increase on every spinal point, which roughly equates to a 6.5% increase on the Councils wage bill. For the purposes of the Q1 forecast a 4.5% increase has been used in the service variances and this pressure has been included within service pressures below and will be referred to as the Pay award pressure.
14. It is estimated that the employers offer will add a further £2.9m pressure to the forecast and increases the underlying overspend to £12.350m and is included separately in overview table above and will be picked up formally in the Q2 report and reflected in service variances. The Council holds nearly £9m in reserve to deal with the pressure anticipated from the pay award for 2022/23 as well as higher than budgeted contract inflation.
15. The 2022/23 budget also included a saving of £2.458m that was budgeted to be delivered from changes to Terms and Conditions. £1.709m of this has been achieved following the agreement of all 3 unions to freeze increments for 2 years, and changes to the over-time policy. However, changes to the unsocial hours, standby and callout policies totalling £0.749 are unlikely to deliver the full forecasted savings this year as negotiations continue with the unions, these saving have been allocated out to services and are reported on below and will be referred to as the Terms and Conditions pressure.

## CORPORATE DIRECTOR - PEOPLE

Table 2 – Forecast as at Quarter 1 2022/23 Corporate Director People Position

		<i>Original Budget</i>	<i>Revised Budget</i>	<i>Forecast before Mgt &amp; Other Actions</i>	<i>Variance before Mgt &amp; Other Actions</i>	<i>Mgt &amp; Other Actions</i>	<i>Forecast</i>	<i>Variance</i>
		<b>A</b>	<b>B</b>	<b>C</b>	<b>D (C-B)</b>	<b>E</b>	<b>F (C+E)</b>	<b>G (F-B)</b>
		£m	£m	£m	£m	£m	£m	£m
<b>Corporate Director People</b>								
Living and Ageing Well	Gross Income	109.301 (37.205)	110.120 (35.263)	111.916 (35.303)	1.796 (0.040)	(0.911)	111.005 (35.303)	0.885 (0.040)
	<b>Net Exp</b>	<b>72.096</b>	<b>74.857</b>	<b>76.613</b>	<b>1.756</b>	<b>(0.911)</b>	<b>75.702</b>	<b>0.845</b>
Whole Life Pathway	Gross Income	88.080 (10.077)	103.902 (26.090)	115.361 (34.988)	11.459 (8.898)	(0.989)	114.372 (34.988)	10.470 (8.898)
	<b>Net Exp</b>	<b>78.003</b>	<b>77.812</b>	<b>80.373</b>	<b>2.561</b>	<b>(0.989)</b>	<b>79.384</b>	<b>1.572</b>
Education & Skills	Gross Income	132.942 (110.214)	134.491 (111.336)	136.889 (111.455)	2.398 (0.119)	(0.496)	136.393 (111.455)	1.902 (0.119)
	<b>Net Exp</b>	<b>22.728</b>	<b>23.155</b>	<b>25.434</b>	<b>2.279</b>	<b>(0.496)</b>	<b>24.938</b>	<b>1.783</b>
Families & Children Services	Gross Income	67.546 (5.371)	66.369 (5.415)	66.077 (5.066)	(0.292) 0.349	(1.235)	64.842 (5.066)	(1.527) 0.349
	<b>Net Exp</b>	<b>62.175</b>	<b>60.954</b>	<b>61.011</b>	<b>0.057</b>	<b>(1.235)</b>	<b>59.776</b>	<b>(1.178)</b>
<b>TOTAL PEOPLE</b>	<b>Gross Income</b>	<b>397.869 (162.867)</b>	<b>414.882 (178.104)</b>	<b>430.243 (186.812)</b>	<b>15.361 (8.708)</b>	<b>(3.631) -</b>	<b>426.612 (186.812)</b>	<b>11.730 (8.708)</b>
	<b>Net Exp</b>	<b>235.002</b>	<b>236.778</b>	<b>243.431</b>	<b>6.653</b>	<b>(3.631)</b>	<b>239.800</b>	<b>3.022</b>

## **Living and Ageing Well: Budget £74.857m – £0.845m overspend**

16. Overall Living and Ageing Well are projecting a £0.845m net overspend. This overspend includes £0.349m of savings now assessed as not deliverable, £0.200m for spot to block placement conversions for older people and £0.148m of the £2.900m saving for the Improved Better Care Fund to support social care, reduce pressure on the NHS & support the care market. The service will continue to look at how these may be achieved through other means.
17. The variance before management action is £1.756m due to the additional inflationary pressures seen by the service, this has impacted the home care market due to rising fuel prices and the inflationary pressures generally across the care market due to cost of living increases and use of agency staff by providers due to recruitment issues. Also, the pressures from the additional estimated pay award above the 2% budgeted and the Terms and Conditions pressures. Management action to manage inflation to as close to that budgeted as possible and meet budgetary pressures has reduced this pressure by (£0.911m) to the net overspend position reported above.
18. The budget was set on the basis of needing to provide 994 care home placements at an average weekly price of £999 for residential care, and £937 per Nursing Care. As of the end of June there were 984 people in a care home, with average prices of £804 for residential care, and £887 for Nursing care.
19. 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 1,509 to 1,560 at the end of June, with average costs of supporting people at home at £357 per week, up from £292 per week from what was originally budgeted for.
20. Within this the Reablement budget is projecting a net overspend of £0.118m. The variance before management action is £0.428m due to the inflationary pressures on services, in addition the pressure from the additional estimated pay award above the 2% budgeted and the Terms and Conditions pressure. However, this has been fully mitigated by the service resulting in the net position of an overspend of £0.118m. The net overspend is mainly due to recruitment difficulties and the ongoing need to use locums required to cover long standing vacancies. The service needs to continue using locums to maintain safe levels of qualified staff. It is anticipated this will resolve when the T&C's discussions reach a conclusion.

## **Whole Life Pathway: Budget £77.812m – £1.572m overspend**

21. Overall, the Whole Life Pathway Budget is projecting a £1.572m overspend. This overspend includes £1.500m of savings assessed as no longer able to be delivered for the improved use of care cube £0.500m, Good Lives Alliance £0.250m, spot to block placement conversion – working age £0.250m and Under 65 high cost placement action plan £0.500m. Commissioning and the service, will continue to look at how these may be achieved through other means.
22. The variance before management action is £2.561m due to the additional inflationary pressures seen by the service, there are inflationary pressures across the care market due to cost of living increases and use of agency staff by



providers due to recruitment issues. In addition, the pressures from the additional estimated pay award above the 2% budgeted and the Terms and Conditions pressures. Management action to manage inflation to as close to that budgeted as possible and meet budgetary pressures has reduced this pressure by (£0.989m) to the net overspend position reported above.

23. The Learning Disabilities and Autism Service (LDAS) budget is forecasting a £3.189 million overspend. £1.500m of this is due savings assessed as no longer able to be delivered as detailed above. The service is awaiting a decision on a number of Continuing Health Care cases which if agreed would improve the forecast position. Further analysis will take place to forecast the impact of this as soon as it is known. The customers that are being referred to the service are increasing in complexity with a notable increase in the people who have autism and mental health needs which adds to the budgetary pressures.
24. The cost of living crisis continues to exert pressure on the LDAS budget which has seen a number of pressures due to inflation. As a result of fuel inflation a 3.25% uplift has been agreed on the passenger transport costs. Despite this uplift the service still expects to meet the savings target. Due to the current volatility of the fuel market the risk of further increases remains high. This is being closely monitored by both the LDA and passenger transport services. The variance before management action is an overspend of £3.650m but the service is managing a number of these pressures by managing inflation to as close as possible to that budgeted resulting in the net overspend of £3.189m.
25. The Community Support budget is projecting a (£0.238m) underspend. This is as a result of additional Continuing Health Care income to that budgeted and a number of staff vacancies. The service is managing the pressures as a result of the additional estimated pay award and the Terms and Conditions savings. Also included within this budget are the costs of support to refugees, this includes the Homes for Ukraine funding from the DLUHC of £5.873m to support local authorities to provide wrap-around support to individuals and families to rebuild their lives and fully integrate into communities. Any unspent funding at outturn will be required in 2023/24 to continue this programme and to support housing and costs of staffing across the council to support this scheme.
26. The Mental Health budget is forecasting a (£1.379m) underspend. This is made up of several variances within the service, the largest being £1.183m underspend on the adults of working age mental health care budget as there has been a decrease in packages over the last month. The service is also forecasting an over recovery of income amounting to (£0.812m), this is predominantly due to contributions from the ICB (Integrated Care Board) towards care costs of section 117 jointly funded clients which is in excess of that budgeted for. There are inflationary pressures across the care market due to cost of living increases and use of agency staff by providers due to recruitment issues. In addition, the pressures from the additional estimated pay award above the 2% budgeted and the Terms and Conditions pressures resulting in a variance before management action of (£1.079m). The service has worked to reduce this pressure by (£0.299m) to the net overspend position reported above by managing inflation to as close as possible to that budgeted.

## **Families & Children Services: Budget £60.954m – £1.178m underspend**

27. This service protects cares for and supports vulnerable children and families with the greatest needs, including children in care, disabled children, and those at risk of harm.
28. This is a demand driven service area. The anticipated latent demand of children in care, post pandemic, has not yet to come to fruition. This is in part, because of our successful prevention and early support services preventing such escalation of need together with other schemes aimed at mitigating cost pressures. These include the “move forward” programme, enabling children to move from costly residential care to foster care or semi-independence, and investment in the sufficiency of Wiltshire placements through ‘fostering excellence’, which have all contributed to containing demand and cost pressure. The forecast position is that placement savings will be achieved and there is a small favourable variance which includes forecasting an increase for all in house carers to better reflect current inflationary pressures. This forecast position is subject to change if demand increases or, the marketplace continues to be unable to offer suitable placements which leads to an increase in costly residential provision being required.
29. The Council is committed to providing placements for unaccompanied asylum-seeking children, current numbers of these young people being under 18 years of age are 23. We have 28 unaccompanied asylum-seeking young people who are care leavers. Based on our quota of 0.07% of Wiltshire’s population we should be taking 78 from the National Transfer Scheme (NTS) scheme so we can expect a further 55, timing is unclear at this point. This is in addition to any spontaneous arrivals. Regional arrangements may change in this and the next few financial years.
30. The budgeted number of children in care for 2022-23 financial year is 434. The actual number of children in care is 425 (June 2022) and forecast estimate of children in care for the remainder of the year is lower than budgeted, at 431. Lower than planned numbers of children in care are as a result of our successful ‘stronger families’ team working intensively with families to prevent them coming into our care, as well as our effective support service which offers families a service at an early help level, preventing escalation into statutory services. This service commenced at the end of 2017 and was predicted to have this impact.
31. New Home Office guidance for unaccompanied minors travelling from Ukraine, means that they will be eligible for a private fostering service up until they are 18 (the mainstream service is up to 16). This is in addition to the estimated 20 already anticipated from the national scheme (grant funding is available to contribute to cover costs). Support for this group will be absorbed into current teams wherever possible to do so.
32. SEN social care external placement budgets are forecasting an underspend of £0.556m due to both current and anticipated numbers of disabled children in our care and those with special educational needs and disability. At the time of setting the budget, the average unit cost was calculated at £708 per week. The overall average as at quarter 1 is £786 –There are two underlying reasons for the 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. The demand for placements, however, is lower than anticipated including planned transitions of young people to access adult services and this is driving the forecast underspend.

33. The lower than planned numbers of children in care placements mitigate against the increased weekly prices due to complexity of need, market sufficiency and national inflationary pressures felt by providers.
34. The national social work recruitment and retention challenge is being felt in Wiltshire and there are forecasted underspends in service teams. Recruitment campaigns are on-going and a priority. 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 in the support and safeguarding service, and the children in care teams of £0.677m, including the pay award. 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 which will increase costs. The vacancies are helping to mitigate the increased pay inflation pressure for 2022-23 financial year.
35. A number of small variances comprise the balance of the forecast underspend.
36. The Transformational Board has approved a drawdown from the transformation reserve totalling £0.910m over three years in order to prioritise and facilitate the Families and Children Transformation (FACT) programme of work. Cabinet are asked to approve a drawdown of £0.297m for the 2022-23 financial year.

**Education & Skills (School Effectiveness, SEN & Inclusion): Budget £23.155m – £1.783m overspend**

37. The services in this area fulfil numerous statutory duties with a mixture of local authority and dedicated schools grant (DSG) funding. The majority local authority funded services are forecast to largely be aligned with budget – the forecast underspend in service teams of (£0.171m) includes the additional pay inflation estimate but relates part year vacant posts across the service. Some of these posts have been held vacant to offset reduced trading income. These vacancies are helping to mitigate the increased pay inflation pressure for 2022-23 financial year.
38. All 5-16-year-old school children with an Education, Health and Care Plan (EHCP) are entitled to free school transport. The forecast variance before management actions for school transport for learners with an EHCP is £2.010m overspent due to more children than planned on transport. This is mitigated by savings achieved of £0.150m following re-contracting, leading to the total forecast overspend after management actions of £1.860m.

	Total Budget £	Average Annual Cost per learner £	Number of SEN Learners claiming transport
Planned	13.069m	9,269	1,410
Forecast	14.929m	9,267	1,611
Forecast Variance	1.860m	- 2	201*

\*Forecast includes provision for an additional 80 new learners from September 2022.

39. In preparation for the anticipated SEN Inspection early in 2023 a quality assurance and readiness role is currently being advertised. The response will need to continue into the next financial year and Cabinet are asked to approve that £0.110m is moved to an ear marked reserve to fund this work for SEN & Inclusion to continue the work in 2023/24.

40. The DfE have asked Council's to passport a small number of COVID grants to schools, including mass testing and recovery premiums to secondary and special schools.

## CORPORATE DIRECTOR – RESOURCES

Table 3 - Forecast as at Quarter 1 2022/23 Corporate Director Resources Position

		Original Budget	Revised Budget	Forecast before Mgt & Other Actions	Variance before Mgt & Other Actions	Mgt & Other Actions	Forecast	Variance
		A £m	B £m	C £m	D (C-B) £m	E £m	F (C+E) £m	G (F-B) £m
<b>Corporate Director</b>								
Finance	Gross Income	82.469 (78.574)	82.441 (78.574)	83.576 (78.674)	1.135 (0.100)	(0.161) 0.002	83.415 (78.672)	0.974 (0.098)
	<b>Net Exp</b>	<b>3.895</b>	<b>3.867</b>	<b>4.902</b>	<b>1.035</b>	<b>(0.159)</b>	<b>4.743</b>	<b>0.876</b>
Assets & Commercial Development	Gross Income	33.117 (16.856)	33.101 (17.556)	34.706 (18.412)	1.605 (0.856)		34.706 (18.412)	1.605 (0.856)
	<b>Net Exp</b>	<b>16.261</b>	<b>15.545</b>	<b>16.294</b>	<b>0.749</b>	<b>-</b>	<b>16.294</b>	<b>0.749</b>
ICT	Gross Income	12.016 (0.421)	12.035 (0.421)	12.312 (0.315)	0.277 0.106	(0.322)	11.990 (0.315)	(0.045) 0.106
	<b>Net Exp</b>	<b>11.595</b>	<b>11.614</b>	<b>11.997</b>	<b>0.383</b>	<b>(0.322)</b>	<b>11.675</b>	<b>0.061</b>
Procurement & Commissioning	Gross Income	17.069 (11.759)	7.152 (2.172)	7.283 (2.172)	0.131 -		7.283 (2.172)	0.131 -
	<b>Net Exp</b>	<b>5.310</b>	<b>4.980</b>	<b>5.111</b>	<b>0.131</b>	<b>-</b>	<b>5.111</b>	<b>0.131</b>
<b>TOTAL RESOURCES</b>								
	Gross Income	144.671 (107.610)	134.729 (98.723)	137.877 (99.573)	3.148 (0.850)	(0.483) 0.002	137.394 (99.571)	2.665 (0.848)
	<b>Net Exp</b>	<b>37.061</b>	<b>36.006</b>	<b>38.304</b>	<b>2.298</b>	<b>(0.481)</b>	<b>37.823</b>	<b>1.817</b>

### Finance: Budget £3.867m – £0.876m overspend

41. Finance is forecasting a variance of £1.035m before management action. £0.970m of this pressure is on Benefit Subsidy as a result of people being placed in supported living accommodation. The Council is only able to claim the rent

element from Government and has to cover the cost of support. Supported Living is used to support vulnerable people, including those with Drug and Alcohol addictions and help them transition back into the community.

42. In addition, there is a £0.165m of pressure as a result of the Pay award assumption this is being offset by maximising grant income in relation to Energy Rebate administration. A grant of £0.198m was received from Government for administering the scheme and the service have managed the delivery of this scheme effectively.

43. Vacancies are being held and are forecast to continue to be held across the service to further reduce the variance to a overspend of £0.876m.

#### **Assets & Commercial Development: Budget £15.545m – £0.749m overspend**

44. Assets & Commercial Development are reporting a £0.749m overspend, which is largely due to the impact of inflation on maintenance contracts and the energy markets.

45. As seen nationally, energy prices have significantly increased. The budget was set with a forecast increase of 35% for electricity and 60% for gas for commodity prices. However actual increases have far exceeded those original forecasts in part due to non-commodity prices which could not be hedged and were unknown at budget setting. Based on 2021/22 usage this is now forecast to create an overspend on electricity of £0.450m and gas £0.230m.

46. A £0.450m pressure is forecast on maintenance contracts from inflation on services and materials and £0.107m in relation to the Pay award pressure.

47. These pressures are being offset in the main by one off income from the NHS for the use of City Hall of £0.270m and a saving on Covid cleaning of £0.085m as levels have been reduced back to standard.

#### **ICT: Budget £11.614m – £0.061m overspend**

48. Digital and IT are reporting a variance of £0.383m overspend before management action, £0.101m forecast for Pay award pressure, £0.104m for Terms & Conditions pressure and £0.178m for inflation pressure on Microsoft Enterprise & Select Agreement at 12.5%.

49. Management action has been taken to reduce this to a net variance of £0.061m overspend. Support contract with Microsoft and Azure have been reviewed and restructured to manage the inflation pressure.

50. Further savings have been achieved on the corporate Network totalling £0.266m, these will be one off and recurring savings. BT invoices have been reviewed and challenged and refunds and ongoing reductions agreed where we have been charged incorrectly and tariffs have been changed to ensure we have the best deals.

51. An ongoing risk for the service is inflation on software licences and hardware maintenance support contracts as they come up for renewal, this will need to be

reviewed and managed as it arises but is a risk given the level inflation is running at.

### Procurement & Commissioning: Budget £4.980m – £0.131m overspend

52. Procurement & Commissioning are reporting an overspend of £0.131m as a result of the Pay award pressure.

### CORPORATE DIRECTOR – PLACE

Table 4 - Forecast as at Quarter 1 2022/23 Corporate Director Place Position

		<i>Original Budget</i>	<i>Revised Budget</i>	<i>Forecast before Mgt &amp; Other Actions</i>	<i>Variance before Mgt &amp; Other Actions</i>	<i>Mgt &amp; Other Actions</i>	<i>Forecast</i>	<i>Variance</i>
		<b>A</b>	<b>B</b>	<b>C</b>	<b>D (C-B)</b>	<b>E</b>	<b>F (C+E)</b>	<b>G (F-B)</b>
		<i>£m</i>	<i>£m</i>	<i>£m</i>	<i>£m</i>	<i>£m</i>	<i>£m</i>	<i>£m</i>
<b>Corporate Director Place</b>								
Highways & Transport	Gross Income	51.086 (13.325)	51.153 (13.305)	53.763 (14.385)	2.610 (1.080)	(1.180) (0.500)	52.583 (14.885)	1.430 (1.580)
	<b>Net Exp</b>	<b>37.761</b>	<b>37.848</b>	<b>39.378</b>	<b>1.530</b>	<b>(1.680)</b>	<b>37.698</b>	<b>(0.150)</b>
Economy & Regeneration	Gross Income	4.000 (1.509)	3.996 (1.583)	4.027 (1.568)	0.031 0.015	(0.056)	3.971 (1.568)	(0.025) 0.015
	<b>Net Exp</b>	<b>2.491</b>	<b>2.413</b>	<b>2.459</b>	<b>0.046</b>	<b>(0.056)</b>	<b>2.403</b>	<b>(0.010)</b>
Planning	Gross Income	8.450 (6.780)	7.946 (6.780)	8.579 (6.587)	0.633 0.193	(0.071)	8.508 (6.587)	0.562 0.193
	<b>Net Exp</b>	<b>1.670</b>	<b>1.166</b>	<b>1.992</b>	<b>0.826</b>	<b>(0.071)</b>	<b>1.921</b>	<b>0.755</b>
Environment	Gross Income	52.633 (9.418)	53.220 (8.746)	54.788 (10.217)	1.568 (1.471)		54.788 (10.217)	1.568 (1.471)
	<b>Net Exp</b>	<b>43.215</b>	<b>44.474</b>	<b>44.571</b>	<b>0.097</b>	<b>-</b>	<b>44.571</b>	<b>0.097</b>
Leisure Culture & Communities	Gross Income	15.000 (7.526)	20.039 (13.961)	20.695 (13.961)	0.656 -	(0.145)	20.550 (13.961)	0.511 -
	<b>Net Exp</b>	<b>7.474</b>	<b>6.078</b>	<b>6.734</b>	<b>0.656</b>	<b>(0.145)</b>	<b>6.589</b>	<b>0.511</b>
<b>TOTAL PLACE</b>								
	<b>Gross Income</b>	<b>131.169</b> <b>(38.558)</b>	<b>136.354</b> <b>(44.375)</b>	<b>141.852</b> <b>(46.718)</b>	<b>5.498</b> <b>(2.343)</b>	<b>(1.452)</b> <b>(0.500)</b>	<b>140.400</b> <b>(47.218)</b>	<b>4.046</b> <b>(2.843)</b>
	<b>Net Exp</b>	<b>92.611</b>	<b>91.979</b>	<b>95.134</b>	<b>3.155</b>	<b>(1.952)</b>	<b>93.182</b>	<b>1.203</b>

53. As shown above the £44.375m of Place & Environment revised budget is derived from income, the table below breaks this down further by department.

Table 5 – Place Income Budgets by Department

<b>Service</b>	<b>Fees &amp; Charges, Other Income</b>	<b>Grants, Contributions, Recharges</b>	<b>Total Income Budgets</b>	<b>Total Income Forecast</b>
	<b>£'m</b>	<b>£'m</b>	<b>£'m</b>	<b>£'m</b>
<b>Highways &amp; Transport</b>				
Local Highways	(0.214)	(0.014)	(0.227)	(0.246)
Highways Operations	(3.273)	(0.002)	(3.275)	(4.461)
Car Parking	(8.257)	-	(8.257)	(8.004)
Passenger Transport	(0.421)	(1.125)	(1.545)	(2.176)
	<b>(12.165)</b>	<b>(1.140)</b>	<b>(13.305)</b>	<b>(14.887)</b>
<b>Economy &amp; Regeneration</b>				
Economic Regeneration	-	(0.109)	(0.109)	(0.123)
Enterprise Network	(1.244)	-	(1.244)	(1.215)
Major Projects	(0.023)	(0.207)	(0.230)	(0.230)
	<b>(1.267)</b>	<b>(0.316)</b>	<b>(1.583)</b>	<b>(1.568)</b>
<b>Planning</b>				
Development Management	(4.540)	-	(4.540)	(4.540)
Spatial Planning	-	(0.050)	(0.050)	(0.050)
Building Control & Planning Tech Service	(1.156)	-	(1.156)	(1.058)
Land Charges	(1.034)	-	(1.034)	(0.939)
	<b>(6.730)</b>	<b>(0.050)</b>	<b>(6.780)</b>	<b>(6.587)</b>
<b>Environment</b>				
Natural & Historic Environment	(0.053)	(0.017)	(0.070)	(0.070)
Waste Management	(7.720)	(0.003)	(7.723)	(9.211)
Public Protection	(0.934)	(0.020)	(0.953)	(0.937)
	<b>(8.707)</b>	<b>(0.040)</b>	<b>(8.746)</b>	<b>(10.218)</b>
<b>Leisure Culture &amp; Communities</b>				
Libraries Heritage & Arts	(0.421)	(0.239)	(0.659)	(0.635)
Leisure Operations	(11.779)	(1.522)	(13.301)	(13.058)
	<b>(12.200)</b>	<b>(1.761)</b>	<b>(13.961)</b>	<b>(13.693)</b>
<b>TOTAL Place</b>	<b>(41.069)</b>	<b>(3.306)</b>	<b>(44.375)</b>	<b>(46.953)</b>

54. Fees & Charges income is difficult to forecast as it is influenced by so many different factors outside of the Council's control and can fluctuate. For Qtr1 the majority of the forecasts have been forecast on Budget or in line with 2021/22 outturn unless the actual position for Qtr1 was significantly over or under profile and there was evidence to suggest it will not stabilise, further detail is included below for these areas.

#### **Highways & Transport: Budget £37.848m – £0.150m underspend**

55. Highways and Transport service are managing significant inflation pressure with an average 6% (excluding fuel inflation pressure) higher increases on contracts than budgeted for as part of the 2022/23 budget. The position before management action is a £1.520m overspend, this is made up of £0.780m pressure from Highways contract inflation, £0.280m pay award pressure, £0.700m Passenger Transport inflation pressure (includes fuel pressure) £0.250m pressure on car parking income and savings targets no longer assessed as being deliverable of £0.100m. These pressures are being offset by increased Income on Street works of £0.590m. One off Management actions as described below have then been taken to reduce this to a net underspend position of £0.150m.

56. Car parking saving proposals have all been implemented with the exception of increasing tariffs which has been delayed and is planned to be actioned for September, overall a reduction in usage has been seen which is generating a forecast underachievement of income of £0.250m. Street works income has been forecast at the same level as achieved in 2021/22 which would see an overachievement of income of £0.590m, this income is difficult to forecast as it depends on the amount of work undertaken on the Highways by utilities and contractors, however there is nothing to indicate that the level will drop so the position has been forecast forward, the MTFs for 2023/24 has also been increased to reflect the improved position.
57. Highways contract inflation is running on average at 13%, as part of budget setting the average % inflation uplift applied was 6% for Highways and Transport which is generating significant pressure for the service. Inflationary increases are agreed on individual contracts and applied when due, it is forecast the pressure for 2022/23 will be circa £0.780m on revenue for 2022/23. This has been managed down to budget by a reduction in service largely as contractors are still experiencing issues as a result of COVID so are actually unable to deliver services at budgeted level, issues include a shortage of drivers and resources, this is in part down to a buoyant construction sector attracting skilled operatives and difficulty with procuring equipment and machinery. The service is working with contractors to deliver to 2022/23 budget prioritising essential and critical works and working to the contractors' capacity, overall, there will be a reduction in the level of services provided for 2022/23.
58. Passenger Transport contracts are also presenting with significant inflation pressure, this is compounded by the super inflation seen on fuel at circa 30% and falling patronage. In order to keep services running and prevent bus service sections being deregistered the Council has had to step in and provide support where routes had become commercially unviable. An inflation increase, directly linked to fuel is also being provided to contractors to help ease the immediate pressure and ensure services are not handed back. These pressures are currently forecast to be £0.7m above base budget for 2022/23 however as this position was forecast at the end of 2021/22 financial year grant and an EMR were set aside in order to provide one off assistance in 2022/23. Therefore, the service will be drawing this pressure from reserves for 2022/23.
59. The inflation pressure will be an ongoing issue for Highways & Transport so will need to be factored into the MTFs if service is to be maintained at agreed levels, as part of budget setting for 2023/24 services will need to be reviewed and rescoped to see what is deliverable within the Councils affordability envelope. The Highways term maintenance contract is currently out for tender with a new contract due to start in April 2023, this causes additional uncertainty for future years and may result in increased prices.
60. The £0.100m undeliverable saving is in relation to the savings proposal to charge for advertising on Bus Shelters, this proposal has now been linked to the Bus Service Improvement Plan (BSIP) and so will be delayed until 2023/24. Mitigating one off savings below are being used to offset this pressure until it is delivered.
61. The pay award pressure totals £0.280m for Highways & Transport, this is being managed down by holding vacant posts and saving in supplies & services.



62. Overall the variance has been managed down to an underspend position of £0.150m.

### **Economy & Regeneration: Budget £2.413m – £0.010m underspend**

63. Economy & Regeneration are forecasting a variance of £0.046m overspend before management action, this is due to the Pay award pressure. Management action has been taken to reduce this overspend variance to a forecast £0.010m underspend by holding vacancies until September 2022 and maximising staff charges to capital programmes where appropriate.

64. Wiltshire Towns recovery budget of £1m is forecast to be on budget, though it is noted that £0.800m of that expenditure is small grant awards to external agencies and this may therefore be subject to variance. Grant award periods will run from October-March and will be monitored. Wiltshire Towns Programme also has an ear-marked reserve, current forecasts are that the full reserve will not be required to be drawn down in 2022/23 as recruiting to vacant posts for the programme is proving to be challenging.

### **Planning: Budget £1.166m – £0.755m overspend**

65. As part of budget setting for 2022/23 Development Management Income budgets for fees and charges were increased back to pre-COVID-19 levels. Building Control and Local Land Charges were increased to 98% of pre-COVID-19 levels. The Fees & Charges Income budgets total £6.730m.

66. As at Quarter 1 Development Management Income is forecast online, actual income received for Quarter 1 is showing less than expected however the service does not follow an average profile and large planning applications and peaks in activity have a large impact. Therefore, based on last year's outturn position and that there is no industry information to support a turn down in activity the forecast has been set online. This will be closely monitored and is a risk area for the service.

67. Building Control and Local Land Charges is forecast to underachieve Income budgets by £0.193m, this forecast is based on outturn position for 2021/22 and the actual level received for Quarter 1.

68. The service is forecasting a net £0.379m overspend on salaries. This is in part due to the pay award pressure of £0.178m and also due to Development Management having to use Agency staff due to difficulties recruiting and retaining experienced staff. This issue has been compounded as lack of resources and increased activity at the end of 2021/22 has led to a backlog which is now requiring additional Agency staff to reduce. The marketplace has become extremely competitive, and this issue is being seen nationally across the industry, the service is working with HR to try to agree a long term strategy for staff recruitment and retention. Vacancies are being held where possible in Building Control and Land Charges to help mitigate the situation.

69. In addition, an overspend on appeals costs (agency workers and counsel advice) is also forecast of £0.192m. This is a risk area for the service and is likely to increase throughout the year as more appeals are made by developers.

## Environment: Budget £44.474m – £0.097m overspend

70. Environment services is forecasting a Net £0.097m overspend, however included within this are significant variances on Gross and Income budgets.
71. The increasing inflation rate has a significant impact on the Waste Contracts, the service is currently forecasting a £1.28m pressure for contract inflation with CPI rates forecast at 9% for July 2022 when the majority of inflation is contractually due to be applied.
72. This pressure is being offset by a forecast overachievement on Income of £1.49m. As reported in 2021/22 outturn position the service saw a significant increase across recycling materials, this is forecast to continue and is supported by the actuals seen in the first quarter of 2022/23. Recycling material income is notoriously volatile and has been particularly influenced through changing economic climate. However, industry intelligence is that, whilst prices have peaked, prices are not expected to fall to the levels experienced in 2020/21. This will need to be closely monitored and is a risk area for the service. The forecast increased Income has been factored into the updated 2023/24 MTFS.
73. The Saving proposal for £0.100m to introduce a charge at Household Recycling Centres for the disposal of non-household Waste has been put on hold in response to the Government public consultation on proposals to prevent councils from applying charges for "DIY waste" at Household Recycling Centres. The closing date for consultation responses was the 4 July 2022, an outcome is not yet known.
74. The table below shows the forecast tonnages and rates for the significant Waste contracts against the budgeted position, these are the main cost drivers for the Waste service.

Tables 6 – Waste Contract Budget vs Actual

Budget:	Service:	Contractor:	Tonnes				£/Tonne *			
			Budget setting F'cast (T)	Current Yr End F'cast (T)	Var (T)	Var (%)	£/Tonne (Budget Setting)	£/Tonne (Forecast)	Var (£)	Var (%)
<b>Lot1</b>	Provision and operation of Waste Transfer Stations (WTS), a Materials Recovery Facility (MRF) and two Household Recycling Centres (HRCs)	Hills	86,300	85,150	-1,150	-1.30%	£63.20	£67.56	£4.36	6.90%
<b>Lot 3</b>	Composting services	Hills	39,200	40,206	1,006	2.60%	£34.80	£36.63	£1.83	5.30%
<b>Lot 4</b>	Treatment & disposal of residual waste (inc street sweepings)	Hills	23,000	22,258	-742	-3.20%	£34.37	£35.42	£1.05	3.00%
<b>Landfill Tax</b>	Tax payable on all waste sent to landfill	N/A	35,800	34,971	-829	-2.30%	£98.60	£98.60	£0.00	0.00%
<b>Lakeside</b>	Energy from waste landfill diversion contract.	Hills	50,000	50,000	0	0.00%	£132.25	£134.32	£2.07	1.60%
<b>MBT</b>	Mechanical biological treatment (MBT) Landfill diversion contract.	Hills	60,000	59,901	-99	-0.20%	£151.78	£155.26	£3.49	2.30%

75. Environment Services is currently forecasting an overspend on pay budgets of £0.181m. £0.075m is in relation to the pay award pressure and £0.106m is in relation to not being able to deliver against the 6.5% vacancy factor target. This will be continually monitored, and any new vacancy's will be assessed and held where possible.
76. The climate programme Solar Together is forecast to generate £0.060m income in March 2022/23 as the Council receives £75 per installation.

## **Leisure Culture & Communities: Budget £6.078m – £0.511m overspend**

77. Leisure Culture & Communities is reporting a Gross overspend position of £0.656m, there are three main pressures driving this position. The Pay award pressure of £0.393m, £0.232m Terms and Conditions pressure and inflation pressure on supplies contract, Chemicals seeing a 90% increase from September 2022.
78. The service has taken action to manage £0.145m of the pressure by holding vacancies where appropriate, bulk buying supplies to lock in lower prices and focusing on essential spend. This has reduced the variance to a Net position of £0.511m.
79. Leisure Operations Income is currently forecast online, at 80% of pre COVID-19 levels. Actuals for the first quarter are behind profile but the service are working hard to promote the centres and at this stage are forecasting to be on track by the end of the financial year. The service is continuing to harmonise the inhouse and insourced centres taking forward best practice and learning.
80. Melksham Campus will open on the 1 August 2022. Budgets are being finalised but will need to be assessed based on the first few months of trading.
81. Savings targets are on track overall, mitigating one off savings from holding vacancies across the service have been actioned while longer term sustainable restructures have taken place to deliver permanent savings. The Savings target for £0.048m for smaller Libraries has been reprofiled to the end of the year and has been highlighted as significant risk. A Cabinet paper setting out the strategic direction will be presented to Cabinet.

## **CHIEF EXECUTIVE DIRECTORATES**

Table 5 - Forecast as at Quarter 1 2022/23 Chief Executive Directorates Position

		<i>Original Budget</i>	<i>Revised Budget</i>	<i>Forecast before Mgt &amp; Other Actions</i>	<i>Variance before Mgt &amp; Other Actions</i>	<i>Mgt &amp; Other Actions</i>	<i>Forecast</i>	<i>Variance</i>
		<b>A</b>	<b>B</b>	<b>C</b>	<b>D (C-B)</b>	<b>E</b>	<b>F (C+E)</b>	<b>G (F-B)</b>
		<i>£m</i>	<i>£m</i>	<i>£m</i>	<i>£m</i>	<i>£m</i>	<i>£m</i>	<i>£m</i>
<b>Chief Executive Directorates</b>								
Public Health	Gross Income	18.220 (16.623)	18.504 (17.101)	18.480 (17.101)	(0.024) -	(0.061)	18.419 (17.101)	(0.085) -
	<b>Net Exp</b>	<b>1.597</b>	<b>1.403</b>	<b>1.379</b>	<b>(0.024)</b>	<b>(0.061)</b>	<b>1.318</b>	<b>(0.085)</b>
Legal & Governance	Gross Income	10.080 (2.598)	12.072 (2.662)	12.326 (2.749)	0.254 (0.087)	(0.205)	12.121 (2.749)	0.049 (0.087)
	<b>Net Exp</b>	<b>7.482</b>	<b>9.410</b>	<b>9.577</b>	<b>0.167</b>	<b>(0.205)</b>	<b>9.372</b>	<b>(0.038)</b>
HR&OD	Gross Income	9.290 (3.822)	5.660 (3.324)	5.795 (3.562)	0.135 (0.238)	-	5.795 (3.562)	0.135 (0.238)
	<b>Net Exp</b>	<b>5.468</b>	<b>2.336</b>	<b>2.233</b>	<b>(0.103)</b>	<b>-</b>	<b>2.233</b>	<b>(0.103)</b>
Transformation & Business Change	Gross Income	-	1.718 (0.472)	1.302 (0.253)	(0.416) 0.219	-	1.302 (0.253)	(0.416) 0.219
	<b>Net Exp</b>	<b>-</b>	<b>1.246</b>	<b>1.049</b>	<b>(0.197)</b>	<b>-</b>	<b>1.049</b>	<b>(0.197)</b>
Corporate Directors & Members	Gross Income	2.953 (0.014)	3.124 (0.014)	3.306 (0.014)	0.182 -	-	3.306 (0.014)	0.182 -
	<b>Net Exp</b>	<b>2.939</b>	<b>3.110</b>	<b>3.292</b>	<b>0.182</b>	<b>-</b>	<b>3.292</b>	<b>0.182</b>
Commercial Savings	Gross Income	0.102 -	0.102 -	- -	(0.102) -	-	- -	(0.102) -
	<b>Net Exp</b>	<b>0.102</b>	<b>0.102</b>	<b>-</b>	<b>(0.102)</b>	<b>-</b>	<b>-</b>	<b>(0.102)</b>
<b>TOTAL CEX DIRECTORATES</b>	<b>Gross Income</b>	<b>40.645</b> <b>(23.057)</b>	<b>41.180</b> <b>(23.573)</b>	<b>41.209</b> <b>(23.679)</b>	<b>0.029</b> <b>(0.106)</b>	<b>(0.266)</b> <b>-</b>	<b>40.943</b> <b>(23.679)</b>	<b>(0.237)</b> <b>(0.106)</b>
	<b>Net Exp</b>	<b>17.588</b>	<b>17.607</b>	<b>17.530</b>	<b>(0.077)</b>	<b>(0.266)</b>	<b>17.264</b>	<b>(0.343)</b>

### Public Health: Budget £1.403m – £0.085m underspend

82. Public Health are forecasting an underspend of £0.085m. This is due to a number of small underspends across the service in part offset by the additional estimated pay award and the Terms and Conditions pressure. In 2022/23 the Public Health Grant is £18.015m. This is being fully spent on activities such as the Public Health Nursing service, Drug and Alcohol Substance Misuse services, Sexual Health services, Domestic Abuse services for Wiltshire and a wide range of health improvement services such as health improvement coaches. Public Health have £0.062m of staff related savings in 2022/23 of which all are forecast to be achieved.

83. At the end of the last financial year and in accordance with government guidance, a specific reserve of £4.4m was set up in relation to remaining Contain Outbreak Management Fund (COMF) grant which was aimed at containing the spread of the virus. Services have been asked to submit bids to the Director of Public Health in September for prioritisation and allocation.

### Legal & Governance: Budget £9.410m – £0.038m underspend

84. Legal and Governance are forecasting a Gross variance of £0.167m overspend this is from the pay award pressure of £0.254m, which has been offset by a forecast of additional income on Registration services of (£0.087m). Registration Income budget was increased to 98% of pre COVID-19 levels for 2022/23, the service is seeing strong demand and has exceeded profiled budget for the 1<sup>st</sup> quarter of the year.

85. Management action has been taken to reduce the Gross Variance to a Net variance of (£0.038m) underspend by holding vacancies across the service where appropriate and reducing spend on professional fees and contracts. The forecast assumes some of these vacancies will be held for the rest of the financial year, this will need to be monitored to ensure the service has the capacity to deliver.

**Human Resources & Organisational Development: Budget £2.336m – £0.103m underspend**

86. A number of staff are redeployed to support capital programmes and transformational schemes key to the implementation of programmes of work such as EVOLVE. Where salary cost pressure has arisen from forecast pay award, which is higher than budgeted for, these have been absorbed and mitigated against by holding vacancies and wherever possible seconded posts have not been backfilled on a like for like basis.

**Transformation & Business Change: Budget £1.246m – £0.197m underspend**

87. This service brings together the systems thinking and programme office to create a transformation and business change service at the heart of supporting the delivery of the Council's business plan priorities. Where salary cost pressure has arisen from forecast pay award, which is higher than budgeted for, these have been absorbed and mitigated by the small number of vacancies in quarter 1 which have led to a forecast net underspend on salaries across the whole service.

88. The Transformational Board has approved a drawdown from the transformation reserve totalling £0.849m over three years in order to prioritise and facilitate the Customer Experience programme of work. Cabinet is asked to approve a drawdown of £0.234m for the 2022/23 financial year.

**Corporate Directors and Members: Budget £3.110m – £0.182m overspend**

89. The overspend is due to the Pay Award pressure and non-delivery of the vacancy factor.

**Commercial Savings: Budget £0.102m – £0.102m underspend**

90. The Commercial Savings target for 2021/22 was overachieved by £0.102m, this saving is recurring and can now be reflected in the MTFS for 2023/24.

**CORPORATE EXPENDITURE**

Table 7 - Forecast as at Quarter 1 2022/23 Corporate Position

		<i>Original Budget</i>	<i>Revised Budget</i>	<i>Forecast before Mgt &amp; Other Actions</i>	<i>Variance before Mgt &amp; Other Actions</i>	<i>Mgt &amp; Other Actions</i>	<i>Forecast</i>	<i>Variance</i>
		<b>A</b>	<b>B</b>	<b>C</b>	<b>D (C-B)</b>	<b>E</b>	<b>F (C+E)</b>	<b>G (F-B)</b>
		<i>£m</i>	<i>£m</i>	<i>£m</i>	<i>£m</i>			<i>£m</i>
<b>Corporate</b>								
Movement on Reserves	Gross Income	(1.138)	(1.138)	(1.138)	-		(1.138)	-
		-	-	-	-		-	-
	<b>Net Exp</b>	<b>(1.138)</b>	<b>(1.138)</b>	<b>(1.138)</b>	<b>-</b>	<b>-</b>	<b>(1.138)</b>	<b>-</b>
Financing & Investment Income & Expenditure	Gross Income	26.991	26.991	27.180	0.189		27.180	0.189
		(0.150)	(0.150)	(2.741)	(2.591)		(2.741)	(2.591)
	<b>Net Exp</b>	<b>26.841</b>	<b>26.841</b>	<b>24.439</b>	<b>(2.402)</b>	<b>-</b>	<b>24.439</b>	<b>(2.402)</b>
Corporate Costs	Gross Income	3.113	3.755	3.952	0.197		3.952	0.197
		-	-	-	-		-	-
	<b>Net Exp</b>	<b>3.113</b>	<b>3.755</b>	<b>3.952</b>	<b>0.197</b>	<b>-</b>	<b>3.952</b>	<b>0.197</b>
Corporate Levies	Gross Income	7.664	7.664	8.158	0.494		8.158	0.494
		(1.039)	(1.789)	(2.657)	(0.868)		(2.657)	(0.868)
	<b>Net Exp</b>	<b>6.625</b>	<b>5.875</b>	<b>5.501</b>	<b>(0.374)</b>	<b>-</b>	<b>5.501</b>	<b>(0.374)</b>
<b>TOTAL CORPORATE</b>	<b>Gross Income</b>	<b>36.630</b>	<b>37.272</b>	<b>38.152</b>	<b>0.880</b>	<b>-</b>	<b>38.152</b>	<b>0.880</b>
		<b>(1.189)</b>	<b>(1.939)</b>	<b>(5.398)</b>	<b>(3.459)</b>	<b>-</b>	<b>(5.398)</b>	<b>(3.459)</b>
	<b>Net Exp</b>	<b>35.441</b>	<b>35.333</b>	<b>32.754</b>	<b>(2.579)</b>	<b>-</b>	<b>32.754</b>	<b>(2.579)</b>

### **Financing & Investment Income & Expenditure: Budget £26.841m – £2.402m underspend**

91. The final value of capital spend funded by borrowing figure for 2021/22 sets the minimum revenue provision charge for year 2022/23. Due to the 2021/22 year end underspend position there is a £1.197m saving in 2022/23.
92. The Council took a treasury management decision to borrow £80m in March 2022 and based on the current cashflow forecast the council will not need to borrow again in 2022/23. As a result of this borrowing and the interest rates, interest payable is forecast to exceed budget by £1.386m. This is offset by a forecast overachievement of £2.591m on interest receivable due to the increased level of cashflow and increased interest rates, and this forecast also accounts for forecast loan interest from Stone Circle and Wiltshire College.

### **Corporate Costs: Budget £3.755m – £0.197m overspend**

93. An overspend has been forecast on Bank charges for 2022/23 due to the delay in achieving the full year of savings associated with obtaining PCI DSS compliance. In addition, the 2021/22 recurring savings target in relation to the purchase of annual leave is forecast to underachieve based on 2021/22 outturn position. A review is underway to address this. These areas will be monitored throughout the year and the MTFs will need to be updated for 2023/24 if the position remains unchanged.

### **Corporate Levies: Budget £5.975m – £0.374m underspend**

94. A forecast overachievement of income is forecast for renewable energy Business rates of £0.868m, and this has been updated in the MTFs for 2023/24 as the increased level of incoming is recurring. In 2022/23 this is offsetting a pressure

of £0.394m for Pension deficit lump sum payment and £0.100m on the Apprenticeship Levy and Flood Defence levy.

## **COLLECTION FUND**

95. The Collection Fund is the ring-fenced fund which comprises all income and expenditure for both the Council Tax and Business Rates.
96. 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 (DSG) – Total Grant £424.824m - £8.356m forecast net overspend**

97. The forecast variance for dedicated schools grant (DSG) is a net £8.356m overspend. This is driven by demand from parents and schools for statutory 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 1 2021-22 was 4,220; quarter 1 in 2022-23 is 4,446; an increase of 226 plans (5.3%.)
98. 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 2022/23 high needs block of £1082m and high needs block supplementary funding of £325m for 2022-23 financial year. The 2022-23 allocation included increases of £4.897m and £2.415m respectively for Wiltshire. This has come somewhat 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.
99. The DfE's SEN review was published in March 2022 and the financial implications of this are unclear at this stage although national bandings of support are proposed. The Council has submitted both a consultation response and separate written response.
100. 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 £25.973m this is now forecast to be £33.765m. The local authority has a long-term 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.
101. Councils nationally have an estimated £2.3 billion in high needs funding deficits. Those authorities with the most significant deficits, have been enrolled in the DfE "Safety Valve" programmes. Following the publication of the SEN Review the DfE have published a suite of reports and guidance to support local authority budget management and recovery plans. Wiltshire has been offered support in the second phase of the DfE's "Developing Better Value" (DBV) programme. The

Council is scheduled to be part of the DfE's second phase of the DBV programme and has been awarded £0.045m to facilitate this. In addition, the DfE have appointed Newton and SEN advisers to work with officers to review the recovery plan and provide support and guidance.

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

	Early Years £m	All Other Blocks £m	Total DSG Reserve £m
Balance brought forward from 2021-22	(1.692)	27.665	25.973
Early Years previous year adjustment	(0.564)		-0.564
Forecast Variance (all blocks) for 2022-23	(0.074)	8.430	8.356
Forecast DSG Deficit carried forward 2023-24	<b>(2.330)</b>	<b>36.095</b>	<b>33.765</b>

102. 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.
103. Officers have taken every opportunity to take part in national and southwest comparator research which show the extent of the national and regional issue. Best practice and savings approaches are being shared with peers.
104. 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.
105. 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.

**SAVINGS DELIVERY 2022/23**

106. For 2022-23 large savings were required to balance the revenue budget totalling £24.825m. These are already reflected in the revenue budget aligned to services and have to be met in full or they will result in an overspent position by the year end, and will have a direct impact on the scale of savings to be delivered in future years. As such a significant risk remains should there be a shortfall in the saving achieved. It is therefore critical to continue robust monitoring of the revenue budget and reporting the achievement of the savings required.
107. Following detailed monitoring by each manager responsible for a revenue budget saving, it is possible to quantify the amount and status of savings and the inherent risks associated with them. 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 1 2022-23 is shown in the table below, these assessments are included in the General Fund figures set out in this report.

108. Of the £24.825m savings targets £11.331m (45.6%) are assessed as having been delivered as at the end of June. £21.004m (84.6%) is forecast to be achieved by the end of the year 2022-23. This leaves £3.821m (15.4%) which are not currently forecast to be achieved by the end of the year. Alternative approaches and sources will have to be considered to bridge this gap before the year end.
109. The delivery of savings remains a focus for the Council and the status of the undelivered savings is considered as part of the future year financial planning processes to ensure the budget remains robust and deliverable and any undelivered saving adversely affects any budget gap in future years if not addressed or mitigated on an on-going basis.

Table 8 – 2022/23 Savings Delivery

**Wiltshire Council - Savings Tracking 2022-23**

**Savings Targets, Full Year Forecasts and Actuals to Date Values £**

Corporate Director	Directorate	2022/23 Savings Target	Saving achieved to date £	Forecast Saving £	Difference between forecast and target
		£m	£m	£m	(-FAV /+UNFAV)
People	Living and Ageing Well	5.299	3.058	4.840	0.459
	Whole Life Pathway	3.359	0.380	1.741	1.618
	Families & Children's	2.093	0.601	1.406	0.687
	Education & Skills	0.725	0.213	0.579	0.146
<b>People Total</b>		<b>11.476</b>	<b>4.252</b>	<b>8.566</b>	<b>2.910</b>
Resources	Finance	0.181	0.022	0.171	0.010
	Assets & Commercial Development	0.837	0.482	0.630	0.207
	Information Services	0.535	0.307	0.431	0.104
	Procurement & Commissioning	1.549	1.362	1.503	0.046
<b>Resources Total</b>		<b>3.102</b>	<b>2.173</b>	<b>2.735</b>	<b>0.367</b>
Place	Highways & Transport	2.364	0.654	2.199	0.165
	Economy & Regeneration	0.344	0.305	0.344	-
	Planning	0.437	0.229	0.437	-
	Environment	1.478	0.688	1.378	0.100
	Leisure Culture & Communities	1.057	0.226	0.777	0.280
<b>Place Total</b>		<b>5.680</b>	<b>2.102</b>	<b>5.135</b>	<b>0.545</b>
Chief Executive	Public Health	0.061	0.061	0.061	-
	HR&OD	1.493	0.959	1.493	-
	Legal & Governance	0.545	0.457	0.545	-
	Corporate Directors & Members	0.339	-	0.339	-
<b>Chief Executive Total</b>		<b>2.438</b>	<b>1.477</b>	<b>2.438</b>	<b>-</b>
Corporate	Capital Financing	1.030	0.250	1.030	-
	Corporate Costs	1.100	1.077	1.100	-
<b>Corporate Total</b>		<b>2.130</b>	<b>1.327</b>	<b>2.130</b>	<b>-</b>
<b>Grand Total</b>		<b>24.826</b>	<b>11.331</b>	<b>21.004</b>	<b>3.822</b>
<b>%age Total Target</b>		<b>100.0%</b>	<b>45.6%</b>	<b>84.6%</b>	<b>15.4%</b>

**CAPITAL RECEIPTS FLEXIBILITIES 2022/23**

110. 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.

111. At part of budget setting the council planned to use £1m of Capital Receipts to fund transformational activity across the council in areas of priority such as Adults Transformation, Family and Children's Transformation and Customer Experience. The programmes of work and plans are being costed and an update on the use of the regulation and funding will be included within the next budget monitoring report.

### **RESERVES POSITION AND FORECAST**

112. 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.
113. The level of both general fund reserves and earmarked reserves held by the Council were increased as part of the final financial year end position for 2021/22 to help support the forecast future financial position, risks and expected demand the council faces. An additional contribution of £2.8m was made to the General Fund Reserve, increasing the balance to £21.056m. 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.
114. During the financial year 2021/22 and as part of the final year end Revenue Outturn reporting £5.355m has been set aside in a Transformation reserve to provide funding for transformational activity across the council. The use of this reserve is overseen by the Transformation Executive Board, who agree the prioritisation of the activity and agree the funding. A request to draw down from Transformation reserve of £0.531m has been agreed by Transformation Executive Board and a request included within this report to approve this is made.
115. Requests are also made within this report for setting aside some funding in new reserves and are included in the service paragraphs above, for SEN Inspection and Climate Initiatives. These requests will provide funding to support priority services for the council and continue the work in these areas during 2023/24.
116. The significant aspects of financial risk within the budget for 2022/23 are in part mitigated by earmarked reserves set aside for both Latent Demand and Inflation. The original Latent Demand reserve balance of £7.895m is preserved and available for demand that presents over and above the metrics included in the budget. £7m has been set aside in a specific Inflation reserve as the council recognises the expectation that there will be pressure on the 2022/23 budget and £1.856m remains in the Pay Award reserve to support the expected pressure in these costs.

## MEDIUM TERM FINANCIAL STRATEGY AND BUDGET 2023/24 UPDATE

117. The budget set by Full Council in February 2022 balanced the current 2022/23 financial year successfully with a Net Budget of £417.703m and set out the budget for the following 2 years. The budget recognised the one-off nature of the funding from government and uncertainty of future reform. The budget set out the likely position of the Council's finances beyond this year and although the estimated budget gap was fully mitigated in the second year, with £9.1m use of one-off reserves, an estimated gap in the final year of the MTFS of £10.7m remained following £7.4m use of one-off reserves.
118. It is now right to start to formally review the assumptions within the estimates and it is even more important to do this early, considering the financial position highlighted in the budget monitoring position reported in the above paragraphs, and underlying pressures particularly due to the cost of living crisis and the significantly increasing inflation.
119. The table below provides the MTFS position that was reported to Council in February 2022 when the budget was approved. It shows the budget gap and remaining gap at the time estimated at £10.705m by the end of the MTFS period in 2024/25.

<b>MTFS Model</b>	<b>2022/23</b>	<b>2023/24</b>	<b>2024/25</b>
	<b>£m</b>	<b>£m</b>	<b>£m</b>
<b>Net Service Spend</b>	<b>417.703</b>	<b>434.782</b>	<b>455.478</b>
Council Tax Requirement	-275.755	-285.756	-296.180
Social Care Levy	-35.437	-38.565	-38.565
Collection Fund (surplus) / deficit	1.250	1.250	0.000
Business Rates	-58.500	-58.500	-58.500
Specific Grants	-49.261	-44.109	-44.110
<b>Total Funding</b>	<b>-417.703</b>	<b>-425.680</b>	<b>-437.355</b>
<b>GAP</b>	<b>0</b>	<b>9.102</b>	<b>18.123</b>
<b>Proposed use of Budget Equalisation reserve</b>		<b>-9.102</b>	<b>-7.418</b>
<b>Gap remaining</b>		<b>0</b>	<b>10.705</b>

120. Whilst the above table and MTFS that was approved in February 2022 reflected a balanced position for the financial year 2023/24 the position included the use of one-off funding from reserves to achieve this balanced budget. The most sensible and prudent approach is to balance the budget with on-going funding which would mean that £9.102m gap should be addressed early and ideally as part of the 2023/34 budget setting process.
121. As part of the quarterly budget monitoring process an assessment of the assumptions used within the medium-term financial planning model has been made and updates made to both the assumptions and amounts within the model. The forecast budget gap for the next financial year (2023/24) is now £15.6m as shown in the table below and an explanation of the movements is included in the below paragraphs.

## MTFS SUMMARY HIGH LEVEL REVIEW Q1 2022/23

	2022/23	2023/24	2024/25	2025/26	Total
	£'m	£'m	£'m	£'m	£'m
<b>Approved MTFS 2022/23 Budget Setting:</b>					
Spending	417.7	434.8	446.4		
Funding	(417.7)	(425.7)	(437.4)		
<b>Annual Gap Before use of Budget Equalisation Reserve</b>	<b>-</b>	<b>9.1</b>	<b>9.0</b>	<b>9.0</b>	<b>27.1</b>
Proposed one off use of Budget Equalisation Reserve for balancing 2023/24		(9.1)	9.1		-
One off Use of Budget Equalisation Reserve for part balancing 2024/25			(7.4)	7.4	-
<b>BUDGET GAP FEB 2022</b>	<b>-</b>	<b>0.0</b>	<b>10.7</b>	<b>16.4</b>	<b>27.1</b>
<b>Adjustments coming through from High Level MTFS Review</b>					
<b>Contract Inflation</b>					
Increase in CPI assumptions from 4% to avg of 7.5% from April 2022	6.4				<b>21.7</b>
Increase in CPI assumption from 2% to avg of 5% from April 2023 on revised base		11.9			
Increase in CPI assumption remains at 2% from April 2024 but on revised base			3.4		
<b>Pay Award</b>					
Increase in Pay Award from 2% to 4.5% from April 2023 on revised base	3.7				<b>6.1</b>
Increase in Pay Award from 2% to 4.5% from April 2022 on revised base		2.7			
Increase in Pay Award remains at 2.5% from April 2024 but on revised base			(0.3)		
<b>Demand</b>					
Increase Growth Assumptions in line with Outturn	1.8	1.0	0.5		<b>3.3</b>
Capital Financing adjusted to reflect Capital Programme re-profile for 2022/23 Q1		(3.6)	(0.7)		<b>(4.3)</b>
<b>Increase Income assumptions in line with Outturn 2021/22 and Q1 Forecast 2022/23</b>	<b>(3.1)</b>				<b>(3.1)</b>
<b>Funding - Upping of Govt Specific Grants (Services Grant &amp; SBRR Multiplier comp)</b>		<b>(5.2)</b>			<b>(5.2)</b>
<b>Revision to the Bottom Line MTFS July 2022</b>	<b>8.8</b>	<b>6.8</b>	<b>2.9</b>	<b>-</b>	<b>18.5</b>
<b>Annual Funding Gap</b>	<b>8.8</b>	<b>6.8</b>	<b>13.6</b>	<b>16.4</b>	<b>45.6</b>
<b>Cumulative Funding Gap</b>		<b>15.6</b>	<b>29.2</b>	<b>45.6</b>	

122. The assumption made on government funding at the time the MTFS and budget was approved was one based on funding reforms being implemented for the 2023/24 financial year. It has been announced that reform will not now be delivered during 2022/23 and the additional grants announced in the funding settlement for 2022/23 can now be assumed to continue into 2023/24. These additional specific grants include the Services Grant and the Business Rates Multiplier compensation grant and total £5.2m, which has a favourable impact on the budget.
123. Significant pressure is being forecast as a result of the 'hyper-inflation' seen nationally since the budget was set. The original assumption when setting the budget for 2022/23 was that inflation indices at the time would be applicable and a cost added in line with a 4% inflation increase for 2022/23 dropping to 2% for the following years of the MTFS. The latest assessment across services is an average inflation increase of 7.5% for 2022/23 dropping to 5% for 2023/24 is more likely. These increases see a pressure of £6.4m in 2022/23 and £11.9m in 2023/24, increasing the overall base budget by an additional £18.3m.
124. During the budget setting process an assessment of the likely national pay award was made, and an increase of 2% was assumed for the current year's budget and the 2023/24 budget. It is likely that the increase for both these years will be in excess of this amount with indications estimating the increase to be in the region of 9-10% over the 2 years (2022/23 and 2023/24). As a result of this, the assumed pay award has been recast and calculated using 4.5% for both 2022/23 and 2034/24. This results in a pressure of £3.7m and £2.7m respectively.
125. As part of the final year end financial position for 2021/22 financial year additional demand was seen, mainly in SEN transport and additional SEN provision. The

impact of this is a base budget pressure in 2022/23 of £1.8m and £1m in 2023/24 which adversely affects the budget gap.

126. The value of capital spend funded by borrowing that is set within the Capital Programme has a direct impact on revenue as it sets the minimum revenue provision (MRP) charge for the following financial year. Due to the assessment of the Capital Programme during 2021/22 there has been re-profiling of schemes funded by borrowing and the MRP for 2023/24 can be reduced by £3.6m as a result.
127. Included in the Q1 budget monitoring position additional income is forecast above that assumed in the budget. Although forecasting in this area is difficult it is assumed that £3.1m of this will be on-going and has been included as an increase in income in the base budget for 2022/23 which has a direct impact on the future years budgets and reduces the budget gap.
128. The Q1 Budget Monitoring position is showing a net forecast variance for 2022/23 of £6.020m, this is lower than the pressure presented in the MTFS of £8.8m as it is the position after management and other actions and includes one off items. Only actions that result in a permanent change have been updated in the MTFS. The management and other actions are all described under the service narrative above, examples of one of actions include holding vacancies, use of one off grant, reduction in services etc. while these are being used in 2022/23 to mitigate the base pressures, they are not maintainable and/or do not have approval for a permanent update to the MTFS.
129. The above paragraphs set out the progress of the MTFS and impact on the budget gap and assumptions will continue to be updated as we progress through the budget setting process. The key date above all else is the Council Meeting on 21 February 2023, and prior to that the Cabinet meeting on 31 January 2023 which will set out the Cabinet’s final budget proposals in order to set a balanced budget. Papers will be made available early to allow consultations and scrutiny to take place during January.

**Budget 2023/24 Key Timescales:**

<b>Activity / Meeting</b>	<b>Date</b>
Cabinet – Draft Budget Proposals published	Early January 2023
Overview & Scrutiny Management Committee	24 January 2023
Statutory consultation with Businesses	January 2023
Cabinet – Final Budget Proposals	31 January 2023
Overview & Scrutiny Management Committee	7 February 2023
Full Council Budget & Council Tax setting	21 February 2023

**Overview and Scrutiny Engagement**

130. This report will be considered by the Financial Planning Task Group on 9 September 2022 and Overview and Scrutiny Management Committee on 21 September 2022.

**Safeguarding Implications**

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

**Public Health Implications**

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

**Procurement Implications**

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

**Equalities Impact of the Proposal**

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

**Environmental and Climate Change Considerations**

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

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

136. 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.

137. There is a statutory requirement to set a balanced budget. To delay this update report would introduce additional risk to the ability to delivery to this requirement.

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

138. 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.

139. This report marks the start of the setting of the next financial year budget, part of that process will set out the risks facing the Council, quantify them financially and then also advise on the level of reserves that should be held to deal with those risks.

140. The rate of inflation increases is a significant risk for the budget setting for the next financial year and well documented within this first budget monitoring report. This position will be regularly reviewed as we lead into the formal budget setting for the 2023/24 financial year.

141. Risks associated with service delivery will be raised as and when proposals are brought forward.

**Financial Implications – Section 151 Officer Commentary**

142. This report is the first report for the 2022/23 financial year and the forecast for the financial year as at quarter 1 indicates an underlying pressure on the base budget of £12.350m which is partly mitigated by items of a one-off nature, through management action. This includes an estimate on the pay award for 2022/23, and although the negotiations continue the employers offer can now be used as the minimum level of cost that will be experienced in the Councils budget. This will be formally reported by services in the Q2 report.
143. Given the current cost of living crisis and the levels of inflation since the budget was approved in February 2022 it was anticipated that the Councils budget would not be sufficient to cover the rising costs in this financial year. Prudently £9m has been set aside in earmarked reserves to deal with the increased cost in 2022/23.
144. This will only cover one year, and it remains to be seen what Government will do in funding inflationary pressures for 2023/24 onwards; nationally it is believed the cost of inflation is around a £3.6bn unbudgeted pressure to the Local Government sector.
145. The MTFs has been updated in light of the exceptional levels of inflation and reflects an increase in the financial gap the Council will have to close in order to balance its budget in future years. Again, the Council prudently holds a budget equalisation reserve of £16m to help balance the budget, but reserves are one off in their nature and the costs are ongoing.
146. There is a significant level of uncertainty and risk contained within this forecast. Whilst officers have worked hard to ensure the significant savings programme of £25m in this financial year is achieved, with % of being delivered high, there is the possibility that further savings not yet delivered fail to be delivered either at all or by their original time frame.
147. In addition, the management action contained in the report centres mainly around holding vacancies and containing inflation to a lesser amount than either negotiated or the prevailing rate of CPI, even then the impact in 2022/23 is unlikely to be a full year impact but will inevitably mean a worsening position in later years. However, the latest Bank of England forecast expects CPI to peak around January 2023, potentially as high as 16%, only to fall back to around 11% at the end of the financial year (March 2023). There is a risk therefore that inflation levels cannot be contained as currently forecast.
148. Therefore, although there are no further management actions proposed at this time the Councils Corporate Leadership Team will be ensuring close scrutiny and challenge of the forecasts and management actions in the coming months. Should those indicate a deterioration in the adverse variance being reported at Q1, then further action will be taken before the Quarter 2 report. This is likely to focus on, but not limited to, further controls around recruitment and spending.

### **Legal Implications**

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

### **Workforce Implications**

150. If the Council fails to take actions to address in-year 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.
151. Proposals around how the budget gap will be bridged and ultimately closed will be formulated over the coming weeks and months. These proposals will look at all avenues open to the Council and will inevitably look at the service the Council provides from a statutory and discretionary level as well the costs that fall within those services most notably third party spend and staffing. Changes to workforce will be minimised in so far as they can be with mitigations such as holding vacancies where possible. Any impact on the workforce will follow the council policies and will include union consultation when appropriate

### **Options Considered**

152. 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.
153. 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 2023/24 and the Medium-Term Financial Strategy following the setting of the 2022/23 budget in February 2022.

### **Conclusions**

154. 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 and informed of the proposed budget setting process timetable and an update on the latest position for the budget for 2023/24.

**Andy Brown (Deputy Chief Executive and Corporate Director - Resources)(S151 Officer) [andy.brown@wiltshire.gov.uk](mailto:andy.brown@wiltshire.gov.uk)**

---

Report Authors:

Andy Brown, Sarah Rose, Leanne Sykes, Marie Taylor, Lizzie Watkin

### **Appendices**

Appendix A: Revenue Budget Movements

### **Background Papers**

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





## Appendix A – Revenue Budget Movements

	2022-23 Original Budget	Budget movements approved by CLT Q1	Revised Budget Q1
	£m	£m	£m
<b>Corporate Director People</b>			
Living and Ageing Well	72.096	2.760	74.856
Whole Life Pathway	78.004	- 0.192	77.812
Education & Skills	22.729	0.427	23.156
Family & Children Services	62.175	- 1.221	60.954
<b>Corporate Director Resources</b>			
Finance	3.895	- 0.028	3.867
Assets & Commercial Development	16.261	- 0.716	15.545
ICT	11.595	0.019	11.614
Procurement & Commissioning	5.309	- 0.330	4.979
<b>Corporate Director Place &amp; Environment</b>			
Highways & Transport	37.761	0.088	37.849
Economy & Regeneration	2.490	- 0.077	2.413
Planning	1.670	- 0.504	1.166
Environment	43.215	1.259	44.474
Leisure Culture & Communities	7.474	- 1.396	6.078
<b>Chief Executive Directorates</b>			
Public Health	1.597	- 0.194	1.403
Legal & Governance	7.482	1.928	9.410
HR&OD and Transformation	5.468	- 5.468	-
HR&OD	-	2.336	2.336
Transformation & Business Change	-	1.246	1.246
Corporate Directors & Members	3.041	0.171	3.212
Commercial Savings	-	-	-
<b>Corporate</b>			
Movement on Reserves	- 1.138	-	- 1.138
Capital Financing	26.841	-	26.841
Corporate Costs	3.113	0.642	3.755
Corporate Levies	6.625	- 0.750	5.875
<b>General Fund Budget</b>	<b>417.703</b>	<b>- 0.000</b>	<b>417.703</b>
<b>HRA Budget</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Total</b>	<b>417.703</b>	<b>- 0.000</b>	<b>417.703</b>
<b>WC Funding</b>			
General Government Grants	- 49.261	-	- 49.261
Council Tax	- 309.942	-	- 309.942
Business Rates Retention Scheme	- 58.500	-	- 58.500
<b>Total Funding</b>	<b>- 417.703</b>	<b>-</b>	<b>- 417.703</b>
<b>Total</b>	<b>0.000</b>	<b>- 0.000</b>	<b>- 0.000</b>

**Wiltshire Council**

**Cabinet**

**27 September 2022**

---

**Subject: Financial Year 2022/23 - Quarter One Capital Budget Monitoring**

**Cabinet Member: Cllr Nick Botterill – Cabinet Member for Finance, Development Management and Strategic Planning**

**Key Decision: Non-Key**

---

## **Executive Summary**

This report sets out the Capital Programme for 2022/23 as of 30 June 2022 for the first quarterly budget monitoring period. It includes the movements from the original budget set by Full Council in February 2022 to the revised programme and sets out how the programme is forecast to be financed. It provides an update on the significant schemes that are planned to be delivered and those that have been reprofiled to future years.

## **Quarter 1 Capital Budget Monitoring**

The quarter 1 Capital Programme is based on information as of 30 June 2022. The report confirms the current forecast movement of approvals between years as schemes have been assessed and the spend profile recast.

## **Proposals**

Cabinet is asked to note:

- a) The additional budgets added to the programme of £12.848m under Chief Finance Officer delegated powers;
- b) the movement of £22.598m of budgets into future years under Chief Finance Officer delegated powers;
- c) Budget Movements between Schemes;
- d) the revised 2022/23 Capital Programme as at quarter 1 of £269.427m; and
- e) the capital spend as of 30 June 2022 of £21.866m

**Reason for Proposals**

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

To inform Cabinet on the financial position of the Council on the 2022/23 capital programme as at quarter 1 (30 June 2022).

**Terence Herbert**  
**Chief Executive**

## Wiltshire Council

### Cabinet

27 September 2022

---

**Subject:** Financial Year 2022/23 - Quarter One Capital Budget Monitoring

**Cabinet Member:** Cllr Nick Botterill – Cabinet Member for Finance, Development Management and Strategic Planning

**Key Decision:** Non-Key

---

### Purpose of Report

1. To advise Members of the 2022/23 Capital Programme position as at quarter 1 (30 June 2022).

### 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

#### **CAPITAL PROGRAMME MONITORING 2022/23 – QUARTER 1**

3. Full Council approved a net capital programme budget for 2022/23 of £307.115m at its meeting on 15 February 2022. As part of the final year end position Cabinet approved the reprogramming of £79.362m into future years, the transfer of £51.508m into 2022/23, and the reduced budget of £0.084m, all of which reduced the 2022/23 Capital Programme to £279.176m.

### Main Considerations for the Council

4. During quarter one the Chief Finance officer has authorised the addition of £12.848m budget under his delegated powers. These increases are set out in Appendix B and discussed later in the report. The increases have no effect on the net funding position of the programme or the approved borrowing level as they are funded by external sources such as grants and s106 contributions.
5. Capital schemes have been reviewed and £22.598m has been reprogrammed into future years to align with forecast programme delivery. There are no negative financial or reputational implications to report from this re-programming.

The Capital Programme for 2022/23 stands at £269.427m as of 30 June 2022 after the above changes have been made. The table below summarises the budget

movements discussed. A detailed budget movement by scheme is shown in Appendix A for Cabinet to review.

Table 1 – 2022/23 Q3 Capital Programme Amendments

	£'m
<b>Original Capital Programme Approved by Full Council Feb 2022</b>	<b>307.115</b>
<b>Amendments to Capital Programme as part of 2021/22 Year end Position</b>	
Budgets reprogrammed into 2022/23	-79.362
Year end position budget transfer from 2021/22 into 2022/23	51.508
Budgets Removed from programme	-0.084
<b>Amendments to Capital Programme from Qtr. 1 Review to Note:</b>	
Additional budgets added to the programme	12.848
Budgets reprogrammed from 2022/2023 into future years	-22.598
<b>Capital Programme 2022/23 as at 30th June 2022</b>	<b>269.427</b>

6. The programme remains ambitious and historically Wiltshire Council's average annual Capital Programme spend is in the region of £100m. There are however some significant schemes included in the programme that are driving the higher budget level and these are detailed in the report below.
7. As reported nationally shortages in supply chain in relation to materials, drivers and workforce is creating high risk with deliverability and price for capital projects. Construction material prices have seen increases in the region of 30%-40% and availability of key materials is becoming an increasing issue. This is currently being managed within built in contingencies but could present bigger issues in future months as this position looks set to continue. To assist with this pressure as part of 2021/22 final year end outturn position £1.191m budget was transferred to a corporate budget under Resources to help mitigate inflation pressures and allow scheme to progress. As part of the Qtr 1 review £0.120m budget has been moved from the Corporate Budget to Porton Science Park to cover forecast budget pressures.
8. The total capital expenditure as at quarter 1 is £21.866m, approx. 8% of the revised total budget. The low spend figure is an indication that schemes are progressing slower than anticipated, however officers are still forecasting that these schemes will progress and spend to budget in 2022/23. It should also be noted that the spend figure does not include commitments.
9. As reported in the Year End Financial Outturn Position 2021/22 report the biggest implication from not delivering the capital programme as planned is linked to schemes funded by borrowing. This impacts on the Financing and Investment Income and Expenditure revenue budget which is set based on the programme for the previous financial year. As a result of the underspend in 2021/22 there will be a £1.197m saving on the Minimum Revenue Provision (MRP) budget this year (2022/23).

10. The 2022/23 capital schemes funded by borrowing inform the Financing and Investment Income and Expenditure budget for 2023/24. If the programme is set too high and is not delivered at this level the revenue budget set aside will not be required and is diverted away from key services. The programme needs to be reviewed to ensure it is robust and achievable and to inform the 2023/24 budget setting process. For 2022/23 a new process has been implemented and the capital programme will be reviewed quarterly by the Asset Gateway Board to provide further assurance on deliverability.
11. The table below shows the summary position for the 2022/23 Capital Programme, this is broken down further under each directorate.

Table 2 – 2022/23 Q1 Capital Programme

<b>Service</b>	<b>Revised Budget 2022/2023</b> <b>B</b> <b>£'m</b>	<b>Actual Spend as at Qtr. 1 2022/2023</b> <b>C</b> <b>£'m</b>	<b>% Actual to Budget</b> <b>C/B</b> <b>£'m</b>
Corporate Director - People	50.321	4.113	8%
Corporate Director - Resources	111.243	10.595	10%
Corporate Director - Place	72.284	4.232	6%
<b>General Fund Total</b>	<b>233.848</b>	<b>18.940</b>	<b>8%</b>
<b>Housing Revenue Account</b>	<b>35.579</b>	<b>2.926</b>	<b>8%</b>
<b>General Fund and HRA Programme 2022/23</b>	<b>269.427</b>	<b>21.866</b>	<b>8%</b>

## People

12. The table below shows the Capital Programme 2022/23 Qtr 1 at programme level for the People Directorate. The revised budget stands at £50.321m and spend is currently at 8%.
13. The Capital Budget was set at £52.308m, £8.170m was transferred from 2021/22 as part of the final year end position for schemes that are continuing but did not spend to programme. Full details of these movements can be found in the Year End Financial Outturn Position 2021/22 July Cabinet reports.
14. As part of the Qtr 1 review, £7.176m of additional budgets have been added to the programme, these additions are grant and s106 increases and are detailed in appendix B and discussed below.
15. A total of £17.333m budget has been reprogrammed into future years in line with forecast delivery programmes.

Table 3 – 2022/23 Capital Programme, People Services

Capital Programme Budget and Spend 2022/2023 Qtr 1				
Scheme Name	Original Budget	Revised Budget	Actual Spend	% Actual Spend to Revised Budget
	£m	£m	£m	£m
<b>Whole Life Pathway</b>				
Sensory Stimulation & Development Play Equipment	0.000	0.020	0.000	0%
<b>Whole Life Pathway Total</b>	<b>0.000</b>	<b>0.020</b>	<b>0.000</b>	<b>0%</b>
<b>Ageing &amp; Living Well</b>				
Disabled Facilities Grants	5.000	3.200	0.383	12%
<b>Ageing &amp; Living Well Total</b>	<b>5.000</b>	<b>3.200</b>	<b>0.383</b>	<b>12%</b>
<b>Education &amp; Skills</b>				
Access and Inclusion	0.100	0.126	0.000	0%
Army Rebasing	0.000	0.012	0.000	0%
Basic Need	18.221	10.332	1.159	11%
Stonehenge School Replacement of Lower Block	3.342	3.638	0.012	0%
Devolved Formula Capital	0.500	0.629	0.002	0%
Schools Maintenance & Modernisation	6.557	6.033	0.419	7%
Early Years & Childcare	0.000	0.456	0.000	0%
Early Years Buildings	1.170	1.170	0.000	0%
DfE Funded SEN Specialist Placement Expansion	0.000	0.003	0.000	0%
Silverwood Special School	16.068	16.712	2.138	13%
SAIL Free Special School Abnormal Costs	0.350	0.350	0.000	0%
SEND Special School Capacity & Alternative Provision	0.000	0.403	0.000	0%
High Needs Provision Capital Allowance	0.000	5.737	0.000	0%
<b>Education &amp; Skills Total</b>	<b>46.308</b>	<b>45.601</b>	<b>3.730</b>	<b>8%</b>
<b>Families &amp; Children's Service</b>				
Childrens Homes	1.000	1.500	0.000	0%
<b>Families &amp; Children's Total</b>	<b>1.000</b>	<b>1.500</b>	<b>0.000</b>	<b>0%</b>
<b>Corporate Director - People</b>	<b>52.308</b>	<b>50.321</b>	<b>4.113</b>	<b>8%</b>

### Ageing & Living Well

- The Disabled Facilities grant programme is a grant scheme for adaptations and facilities to enable disabled residents to stay in their home. In addition, it is used for other initiatives and programmes to deliver the same outcome, including the Optimising Care Initiative and Occupational Therapist Service to ensure clients are assisted to move to more suitable accommodation.
- The budget was increased by £0.714m to reflect the actual grant award for 2022/23. £2.969m has then been re-profiled to future years to reflect the current expected delivery programme.

### Education & Skills

- A total of £6.462m has been added to the programme under delegated Chief Finance Officer powers to reflect 2022/23 grant awards and contributions, which are



detailed in Appendix B. £14.364m budget has been transferred to future years in line with current expected delivery programmes.

19. This summer the Council will be delivering a number of maintenance projects at schools over the summer holidays, totalling over £2.5m. These works include roof replacements, rewiring, boiler replacements etc. Maintenance works will also be undertaken during other holiday periods and during term times when work is deemed urgent. Adaptations to improve access for pupils with disabilities will also be taking place over the summer holiday period in preparation for the new academic year, to support accessibility.
20. The expansion projects at Mere Primary, Lea and Garsdon Primary and Springfield South will complete for September 2022. The replacement of Lower School at Stonehenge School will commence over the summer holidays and is due to complete for September 2024. Works will also be commencing shortly at Forest and Sandridge school.
21. The Silverwood build programme started construction in April 2022. This will deliver significant additional places from September 2023 for learners with SEND. The SEND Special School Capacity and Alternative Provision budget has been utilised to create circa 44 new specialist provision places across the county for the start of 2022/23 academic year.
22. A significant proportion of the High Needs Provision Capital Allowance from 2021/22 was slipped into 2022/23. In quarter 1, budget has been committed to a number of schemes to build capacity in both special schools and resource bases. This includes investments in Exeter House (creating 27 additional special school places); Kiwi and Clarendon (creating 20 resource base places); investments in Castle Mead and River Mead (to secure 15 places); and Charter (5 places). There has also been a sizable investment in a double mobile classroom at Springfields South (9 special school places). The works have already commenced, with completion due for the start of the new academic year.

### Families & Children's

23. The service is exploring options including the residential marketplace in identified locations of highest need to acquire a residential house(s) for use as a children's home.

### **Resources**

24. The table below shows the Capital Programme 2022/23 Qtr 1 at programme level for the Resources Directorate. The revised budget stands at £111.243m and spend is currently at 10%.
25. The Capital Budget was set at £157.622m, £17.760m was transferred from 2021/22 as part of the final year end position for schemes that are continuing but did not spend to programme. £65.930m was reprogrammed from 2022/23 into future years and £1.191m budget has been moved from Highways & Transport to Resources to create a new Corporate budget as part of the year end review. Full details of these

movements can be found in the Year End Financial Outturn Position 2021/22 July Cabinet reports.

26. As part of the Qtr 1 review, £0.6m budget has been added to the programme under Capital Receipt Enhancement in line with Cabinet resolutions in December 2022 on the Melksham House Cabinet report. This will be funded through capital receipts and is for the demolition of Melksham Blue pool. Budget of £0.120m has been moved from the Corporate Budget to Porton Science Park to address forecast budget pressures.

Table 4 – Capital Programme 2022/23, Resources

Scheme Name	Capital Programme Budget and Spend 2022/2023 Qtr 1			
	Original Budget	Revised Budget	Actual Spend	% Actual Spend to Revised Budget
<b>Finance</b>				
Corporate	0.000	1.071	0.000	0%
Evolve Project	4.982	7.741	0.259	3%
<b>Finance Total</b>	<b>4.982</b>	<b>8.812</b>	<b>0.259</b>	<b>3%</b>
<b>Assets &amp; Commercial Development</b>				
Capital Receipt Enhancement	0.170	1.268	0.196	15%
Commercial - Commercial Investment	24.849	9.998	0.000	0%
Lackham College Land Purchase	0.000	1.300	1.372	106%
Depot & Office Strategy	4.160	4.772	0.754	16%
Facilities Management Operational Estate	2.651	4.206	1.137	27%
Gypsies and Travellers Projects	1.300	1.300	0.000	0%
Housing Infrastructure Fund (HIF)	7.501	9.377	0.337	4%
Porton Science Park	3.709	5.557	1.294	23%
Health and Wellbeing Centres - Live Schemes	7.850	9.446	2.313	24%
Non-Commercial Property Purchases	0.059	0.134	0.025	19%
North Wiltshire Schools PFI Playing Fields	0.300	0.300	0.000	0%
Property Carbon Reduction Programme	8.400	4.976	0.316	6%
Park & Ride Solar Panel Canopys	3.500	3.500	0.000	0%
Public Sector Decarbonisation Scheme Projects	0.000	0.072	0.062	86%
Salisbury Central Car Park & Maltings	32.630	0.001	0.001	100%
Facilities Management Investment Estate	0.630	0.630	0.000	0%
Social Care Infrastructure & Strategy	0.634	0.634	0.000	0%
<b>Assets &amp; Commercial Development Total</b>	<b>98.343</b>	<b>57.471</b>	<b>7.807</b>	<b>14%</b>
<b>Capital Loans</b>				
Stone Circle Housing Company Loan	33.488	21.294	1.919	9%
Stone Circle Development Company Loan	11.050	12.173	0.014	0%
<b>Capital Loans Total</b>	<b>44.538</b>	<b>33.467</b>	<b>1.933</b>	<b>6%</b>
<b>Information Services</b>				
ICT Applications	4.258	4.935	0.070	1%
ICT Business as Usual	1.627	1.722	0.060	3%
ICT Other Infrastructure	0.400	1.430	0.384	27%
ICT Get Well	3.474	3.258	0.082	3%
Microsoft Cloud Navigator	0.000	0.148	0.000	0%
<b>Information Services Total</b>	<b>9.759</b>	<b>11.493</b>	<b>0.596</b>	<b>5%</b>
<b>Corporate Director - Resources</b>	<b>157.622</b>	<b>111.243</b>	<b>10.595</b>	<b>10%</b>

## Finance

27. The Evolve programme reports within the Finance budget line and is for the procurement and implementation of a new Enterprise Resource Planning (ERP) system for the Council. The new system, Oracle is planned to go live towards the latter end of the 2022/23 calendar year with SAP expected to be decommissioned from April 2023.

## Assets & Commercial Development

28. Following cabinet decision on 12th July the Future Chippenham programme is paused pending discussions with HE on the GDA. As such spend in current year on fees and survey work will be reduced.
29. Opportunities for Commercial Investment are being explored in line with the policy requirements for yield and new Government accounting arrangements.
30. The Depot Phase One programme covers five main refurbishment and expansion projects for Highways Winter Maintenance depots. The projects at Royal Wootton Bassett and High Post Depots were completed in 2021. Warminster Depot was completed in the spring of 2022 and Parsonage Way Depot is due to complete in October 2022. The final project, the construction of a new depot in the southwest, Hindon Stagger, is due to complete in 2023.
31. Property Carbon Reduction Programme and Generation and Public Sector Decarbonisation budgets have multiple projects underway to reduce the council's carbon emissions and generate utility cost savings from the property estate. These projects include lighting upgrades, PV installations, upgraded air handling units, and the installation of air source heat pumps and include all types of property in the estate including leisure centres, depots, respite centres and hub buildings.
32. The Facilities Management Operational Estate and Facilities Management Investment Estate budgets totalling £4.733m are for projects delivering essential and planned maintenance works across the council's property estate to repair and maintain buildings and systems to keep them open and safe. Projects this year include major structural works to two multi-storey car parks.
33. Melksham Campus construction has completed, and the site opened on the 1st August 2022.
34. The main contractor has been appointed for Melksham House to undertake the refurbishment works. Work on-site has commenced and will conclude winter 2023.
35. Porton Science Park completion has been moved back to early October 2022 due to delays getting power to the building and problems with the procurement of some materials.
36. The second phase building was designed to be connected to the same substation as the existing building for electricity however this has not proved possible. After seeking professional advice and assessing various options the best solution supported by the experts was to install a new substation, which could accommodate

the second building and a third. Whilst this could potentially be a lengthy process to source and install, the service has managed to order a substation to be installed within a matter of months and have worked closely with SSE Energy Services and the landlord Defence Science and Technology Laboratory (Dstl) to ensure the building can be handed over and fully operational. This essential infrastructure, along with the variations to contract reported previously, has created additional pressure on the budget and could lead to a overspend of circa £0.120m (1%). Cabinet is asked to note a budget movement of £0.120m from the Corporate Budget to Porton Science Park to address this pressure.

37. Unfortunately, both Nova systems and Porton Biopharma Ltd (PBL) have decided not to take the ground floor of the grow-on space, however discussions are moving forward with Dstl to take half the space on the first floor. Designs are being completed with fit-out work hoped to take place in January. The fit-out funding allocated for PBL is to be used to pay for Dstl's fit-out and will be recovered either through rental payments or on completion of works in line the original cabinet approval.
38. There is interest from several tenants for both the fitted out areas and the grow-on space, the overall revenue position can then be reviewed. The plan is for the fitted-out half of the building to be fully occupied within 12 months of opening.

#### Capital Loans to Stone Circle

39. This represents the capital loan funding to Stone Circle companies for 2022/23.
40. At the 31/03/2022 the Stone Circle Housing company had acquired 51 properties and has a Capital Loan of £11.055m and a working capital loan of £0.184m from Wiltshire Council.
41. The Business Plan programme is set to acquire 250 units by 2024/25. The Plan was revised, and new house price parameters established to enable the company to be more competitive.
42. The target for 2022/23 is to purchase circa 70 properties, 10 properties were purchased in Quarter 1.
43. Stone Circle Development Company has six development sites across Wiltshire for delivery of market properties. The proposal is to deliver Carbon Zero homes with affordable housing provided at policy compliant levels. As at the 31/03/2022 Stone Circle Development company has a Capital Loan of £0.535m and a Working Capital Loan of £0.162m from Wiltshire Council.

#### Information Services

44. The ICT capital programme is shown across Applications, Get Well, Other Infrastructure and Business as Usual and covers staff costs and project costs to deliver key infrastructure, applications, cost of replacing staff devices and for further digital transformation and activities and emerging fields like business intelligence.

## Housing Revenue Account (HRA)

45. The table below shows quarter 1 capital programme summary position for the Housing Revenue Account. The revised budget stands at £35.579m and spend is currently at 8%.
46. The Capital Budget was set at £45.159m, £4.926m was transferred from 2021/22 as part of the final year end position for schemes that are continuing but did not spend to programme. £11.932m was reprogrammed from 2022/23 into future years as part of the year end review. Full details of these movements can be found in the Year End Financial Outturn Position 2021/22 July Cabinet reports.
47. As part of the Qtr 1 review £2.574m budget has been reprogrammed into future years for Planned Capital Maintenance in line with the current forecast delivery programme.

Table 5 – Capital Programme 2022/23, HRA

Scheme Name	Capital Programme Budget and Spend 2022/2023 Qtr 1			
	Original Budget	Revised Budget	Actual Spend	% Actual Spend to Revised Budget
<b>Housing Revenue Account</b>				
HRA - Council House Build Programme	0.000	0.038	0.000	0%
HRA - Council House Build Programme (Phase 2)	1.387	1.400	0.205	15%
HRA - Council House Build Programme (Phase 3.1)	10.326	6.999	0.403	6%
HRA - Council House Build Programme (Phase 3.2)	12.125	6.800	0.568	8%
HRA - Council House Build Programme (Phase 3.3)	4.032	4.067	0.155	4%
HRA - Refurbishment of Council Stock	17.289	16.275	1.595	10%
<b>Housing Revenue Account Total</b>	<b>45.159</b>	<b>35.579</b>	<b>2.926</b>	<b>8%</b>

48. HRA Capital programme consists of two elements, the planned capital maintenance and the council house build programme. The planned capital maintenance of the existing housing stock covers bathrooms, kitchens, roofs, boilers etc. and the Council House Build programme, which has been split into different phases, is planned to deliver 1,000 homes over the next ten years.
49. The current 30 year business plan is being reviewed in light of the increased inflation which has had a significant impact of the cost of new build programme and planned capital maintenance.

## Place

50. The table below shows the quarter 1 capital programme summary position for Place Directorate. The revised budget stands at £72.284m and spend is currently at 6%.
51. The Capital Budget was set at £52.026m, £20.652m was transferred from 2021/22 as part of the final year end position for schemes that are continuing but did not spend to programme. £1.5m was reprogrammed from 2022/23 into future years, £0.084m budget was removed from the programme and £1.191m moved from a scheme that is not progressing to Resources to create a new Corporate budget as

part of the year end review. Full details of these movements can be found in the Year End Financial Outturn Position 2021/22 July Cabinet reports.

52. As part of the Qtr 1 review, £5.072m has been added to the programme as shown in Appendix B this is aligning forecast Grant allocations to actual awards.

53. A total of £2.691m budget has been reprogrammed into future years, in line with forecast delivery programmes.

Table 6 – Capital Programme 2022/23, Place

Capital Programme Budget and Spend 2022/2023 Qtr 1				
Scheme Name	Original Budget	Revised Budget	Actual Spend	% Actual Spend to Revised Budget
<b>Highways &amp; Transport</b>				
Churchyards & Cemeteries	0.000	0.028	0.000	0%
CIL Funded Schemes	0.000	0.053	0.000	0%
Parking Contactless Machines	0.127	0.127	0.000	0%
Fleet Vehicles	4.091	4.211	0.000	0%
Integrated Transport	1.781	3.042	0.597	20%
Local Highways and Footpath Improvement Groups	0.800	1.334	0.104	8%
LED Street Lighting	0.200	0.763	0.098	13%
Structural Maintenance & Bridges	16.140	22.031	2.759	13%
Churchfields Depot Drainage and Traffic Management	0.000	0.081	0.000	0%
Passenger Transport RTPI	0.695	0.692	0.016	2%
Drainage Improvements	0.500	0.500	0.000	0%
Major Road Network M4 Junction 17	1.007	1.007	0.048	5%
A338 Salisbury Junction Improvements MRN	0.759	0.759	0.000	0%
A350 Chippenham Bypass (Ph 4&5) MRN	1.091	1.091	0.187	17%
A3250 Melksham Bypass LLM - Full Scheme	2.825	2.825	0.076	3%
<b>Highways &amp; Transport Total</b>	<b>30.016</b>	<b>38.544</b>	<b>3.922</b>	<b>10%</b>
<b>Economy &amp; Regeneration</b>				
Chippenham Station HUB	0.000	0.204	0.001	0%
Corsham Mansion House	0.000	0.048	0.000	0%
Salisbury Future High Streets	5.005	7.279	0.018	0%
Trowbridge Future High Streets	5.827	5.024	0.103	2%
West Ashton Urban Extension Project	0.000	8.784	0.000	0%
Carbon Reduction Projects	0.009	0.070	0.000	0%
Wiltshire Ultrafast Broadband	0.000	1.073	0.000	0%
Wiltshire Online	0.847	2.402	0.000	0%
<b>Economy &amp; Regeneration Total</b>	<b>12.879</b>	<b>24.884</b>	<b>0.122</b>	<b>0%</b>
<b>Environment</b>				
Waste Services	1.019	1.487	0.158	11%
HRC Savings Infrastructure	0.100	0.100	0.000	0%
<b>Environment Total</b>	<b>1.119</b>	<b>1.587</b>	<b>0.158</b>	<b>10%</b>
<b>Leisure Culture &amp; Communities</b>				
Area Boards and LPSA PRG Reward Grants	0.400	0.642	0.000	0%
Community Projects	0.400	0.400	0.000	0%
Fitness Equipment for Leisure Centres	0.800	0.800	0.000	0%
Libraries - Self Service	0.500	0.500	0.000	0%
Other Schemes including cross cutting systems	0.000	0.019	0.000	0%
Trowbridge Leisure Centre	2.000	0.500	0.000	0%
Leisure Requirements	3.912	4.408	0.030	1%
<b>Leisure Culture &amp; Communities Total</b>	<b>8.012</b>	<b>7.269</b>	<b>0.030</b>	<b>0%</b>
<b>Corporate Director - Place</b>	<b>52.026</b>	<b>72.284</b>	<b>4.232</b>	<b>6%</b>

### Economy & Regeneration

54. There are three significant schemes included in the revised 2022/23 programme under Economic Development and Planning; £8.784m for West Ashton Urban

Extension Project, £7.279m for Salisbury Future High Street and £5.024m for Trowbridge Future High Street.

55. The Council has agreed with Homes England extensions to some of the milestones in the Grant Determination Agreement for £8.784m of Housing Infrastructure Funding (HIF) to support the costs of road infrastructure required to deliver 2,200 new homes at West Ashton, Trowbridge. This has been to ensure that the project can be managed such that the available funding is spent on the scheme by the funding availability deadline of 31 March 2023. Unfortunately, it was not possible to resolve all outstanding matters of an administrative nature concerning the preparation of plans, redactions, and technical amendments to the section 106 agreement by the new milestone of 14 July 2022. The council's strategic planning committee has extended the deadline for signing the 106 agreement to January 2023 so the developer's planning permission is not at immediate risk, however it remains critical to meeting the timescale for HIF expenditure that the s106 agreement be signed as soon as possible and certainly by October so that the funded infrastructure may still be delivered by the funding deadline. The council is doing everything it can within its powers to support the developer in completion of the s106 agreement at pace.
56. The Salisbury Future High Street Fund (FHSF) Programme will focus on the Station Forecourt, Blue Boar Row and Fisherton Street schemes in Salisbury. This will create some residential space, enhance the public realm, and improve accessibility to make it easier, safer, and more convenient to travel into the city centre.
57. The Trowbridge Future High Streets Fund (FHSF) Programme will be spent across a range of projects aiming to strengthen the sustainability of Trowbridge Town centre by creating a more diverse offer and increasing footfall. Ensuring this long-term sustainability involves maximising the use of some key buildings, bringing vacant retail units back into use, as well as improving connectivity, the public realm and active travel opportunities within the town centre. The programme is fully grant funded.
58. Both programmes are dealing with financial reprofiling, and slight programme delays because of inflation and supply chain pressures, alongside delays to the funding approval from DLUHC. Trowbridge FHSF programme is seeking the reallocation of some funds between projects to ensure deliverability within the funding criteria and fixed budget envelope. Salisbury FHSF programme is currently maintaining projects within the budget contingency; however, the Station Forecourt is currently reporting delays to the programme due to permission requirements with Network Rail. A full update report on FHSF progress will be reported to Cabinet in September.

#### Highways & Transport

59. Included under Highways & Transport are the Structural Maintenance and Bridges programmes. These are funded by grant from the Department for Transport (DfT) and the schemes cover maintaining, improving and renewing carriageways and footways including reconstruction, resurfacing, surface dressing and patching. The grant funding is also used for lighting column and traffic signal replacement and re-decking, resurfacing, masonry repair and strengthening of bridges. It ensures the renewal, repair and preventative maintenance of carriageway/footway and land

drainage infrastructure to prevent flooding. The service is managing significant inflation pressure by reducing the level of work that is undertaken to remain within budget.

### Capital Programme 2022/23 Funding

60. The Capital Programme for 2022/23 has been financed as shown in the table below as at quarter 1.

Table 7 – Capital Programme 2022/23 Funding

<b>Funding</b>	<b>£'m</b>
Grants	86.153
S106 Contributions	4.196
CIL Contributions	0.603
Other Contributions	0.234
HRA	35.580
Capital Receipts	4.537
Borrowing Funded by Revenue Savings in Service	10.760
Borrowing	93.897
Stone Circle Capital Loan	33.467
<b>Total Capital Programme 2022/23</b>	<b>269.427</b>

61. The Council bid for and receive grants from Government and third parties, and these come from various departments including Department for Transport, Homes England, Department for Business, Energy and Industrial Strategy, Department for Levelling Up, Housing and Communities and Department for Education.
62. In addition to grants, contributions are also used to finance the programme, contributions cover any third party non grant funding for example Section 106 (S106) developer contributions, Community Infrastructure Levy (CIL), contributions from private or public sector organisations.
63. The HRA finances its capital programme depending on sources available in that financial year with the aim of minimising borrowing. The new build programme financing has been delegated to the Corporate Director of Resources & Deputy Chief Executive (S151 officer) and the Director of Housing and Commercial Development. Funding sources are the HRA Revenue and Capital Reserves, Right to Buy receipts, shared ownership receipts, commuted sums, grants, and as a last resort borrowing.
64. The General Fund borrowing total of £104.657m, together with historic Council borrowing, will generate a Minimum Revenue Provision (MRP) charge, which is the amount councils have to statutorily set aside to repay the debt. For 2022/23 a revenue saving of £1.197m for MRP has been reported as a result of the 2021/22 capital programme year end position.
65. A forecast net underspend of £1.205m has also been reported in Qtr 1 for Interest payable and receivable. The Council took a treasury management decision to borrow £80m in March 2022 and based on the current cashflow forecast the Council will not need to borrow again in 2022/23. As a result of this borrowing and the increases in interest rates, interest payable is forecast to exceed budget by £1.386m. This is offset by a forecast overachievement of £2.591m on interest receivable due to the



increased level of cashflow and increased interest rates, alongside amounts forecast for loan interest from Stone Circle and Wiltshire College.

66. The 2022/23 capital schemes funded by borrowing inform the Financing and Investment Income and Expenditure budget for 2023/24. The programme therefore needs to be deliverable to ensure that revenue budget is not set aside unnecessarily and diverted away from key services. This will be ensured through the new Asset Gateway process which will provide assurance through regular review and challenge of the capital schemes.
67. The Council brought forward into 2022/23 £5.797m of capital receipts from previous years and is forecasting to achieve £3.219m receipts from the disposal on assets in 2022/23. £4.537m of capital receipts are planned to be used to finance the capital programme and £1.000m under Capital Receipts Flexibilities regulation to fund revenue costs of transformational projects. This would leave a balance to roll forward to 2023/24 of £3.479m.

### **Overview and Scrutiny Engagement**

68. This report will be considered by the Financial Planning Task Group on 9 September 2022 and Overview and Scrutiny Management Committee on 21 September 2022.

### **Safeguarding Implications**

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

### **Public Health Implications**

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

### **Procurement Implications**

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

### **Equalities Impact of the Proposal**

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

### **Environmental and Climate Change Considerations**

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

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

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

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

75. 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.

### **Financial Implications – S151 commentary**

76. The financial implications are implicit throughout the report.
77. As part of the budget monitoring process reviews are carried out of the likely timing of the delivery of the schemes within the Capital Programme.
78. These reviews will continue as part of the quarterly budget monitoring process so that forecasts are made with greater confidence and the understanding of future funding requirements for borrowing and impact on future budget requirements is understood. This is critical as we move into setting the MTFs and Budget for the next financial year.

### **Legal Implications**

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

### **Workforce Implications**

80. No workforce implications have been identified as arising directly from this report. Ongoing budget monitoring and management, of which this report forms part of the control environment, is a mitigating process to ensure early identification of variances and action is taken so that impacts to the workforce are minimised.

### **Options Considered**

81. 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.

### **Conclusions**

82. The report supports effective decision making and ensures a sound financial control environment.

### **Andy Brown (Deputy Chief Executive and Corporate Director - Resources),**

Report Authors:

Andy Brown, Sarah Rose, Leanne Sykes, Marie Taylor, Lizzie Watkin,  
andy.brown@wiltshire.gov.uk, sarah.rose@wiltshire.gov.uk,  
leanne.sykes@wiltshire.gov.uk, marie.taylor@wiltshire.gov.uk,  
lizzie.watkin@wiltshire.gov.uk

Leanne Sykes, Head of Finance, Place, Resources & Financial  
Planning, leanne.sykes@wiltshire.gov.uk

Marie Taylor, Head of Finance, Children & Education, [marie.taylor@wiltshire.gov.uk](mailto:marie.taylor@wiltshire.gov.uk)

Sarah Rose, Head of Finance, Adults, [sarah.rose@wiltshire.gov.uk](mailto:sarah.rose@wiltshire.gov.uk)

### **Appendices**

Appendix A: Capital Programme Budget Movements 2022/23 Qtr 1

Appendix B: Capital Programme Adjustments Q1 2022/23

### **Background Papers**

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

[Wiltshire Councils Budget 2022/23](#)

[Year End Capital Investment Programme Financial Outturn Position 2021/22](#)

## Appendix A: Capital Programme Budget Movements 2022/23 Qtr 1 (page 1)

Capital Programme Budget Movements 2022/2023 Qtr 1								
Scheme Name	Original Budget	Budgets Reprogrammed into Future as part of 2021/22 Outturn	Reduced Budgets as part of 2021/22 Outturn	Year End Budget Transfer 2021/2022 into 2022/2023	Budget Movements between Schemes	Additional Budgets added to the Programme (Section 1 Appendix B)	Budgets reprogrammed from 2022/2023 into future years (Section 2 Appendix B)	Revised Budget
	£m	£m	£m	£m	£m	£m	£m	£m
<b>Whole Life Pathway</b>								
Sensory Stimulation & Development Play Equipment	0.000	0.000	0.000	0.020	0.000	0.000	0.000	0.020
<b>Whole Life Pathway Total</b>	<b>0.000</b>	<b>0.000</b>	<b>0.000</b>	<b>0.020</b>	<b>0.000</b>	<b>0.000</b>	<b>0.000</b>	<b>0.020</b>
<b>Ageing &amp; Living Well</b>								
Disabled Facilities Grants	5.000	0.000	0.000	0.455	0.000	0.714	(2.969)	3.200
<b>Ageing &amp; Living Well Total</b>	<b>5.000</b>	<b>0.000</b>	<b>0.000</b>	<b>0.455</b>	<b>0.000</b>	<b>0.714</b>	<b>(2.969)</b>	<b>3.200</b>
<b>Education &amp; Skills</b>								
Access and Inclusion	0.100	0.000	0.000	0.026	0.000	0.000	0.000	0.126
Army Rebasing	0.000	0.000	0.000	0.012	0.000	0.000	0.000	0.012
Basic Need	18.221	0.000	0.000	2.744	(1.800)	2.476	(11.309)	10.332
Stonehenge School Replacement of Lower Block	3.342	0.000	0.000	0.296	0.000	0.000	0.000	3.638
Devolved Formula Capital	0.500	0.000	0.000	0.000	0.000	0.129	0.000	0.629
Schools Maintenance & Modernisation	6.557	0.000	0.000	0.558	1.800	0.173	(3.055)	6.033
Early Years & Childcare	0.000	0.000	0.000	0.456	0.000	0.000	0.000	0.456
Early Years Buildings	1.170	0.000	0.000	0.000	0.000	0.000	0.000	1.170
DfE Funded SEN Specialist Placement Expansion	0.000	0.000	0.000	0.003	0.000	0.000	0.000	0.003
Silverwood Special School	16.068	0.000	0.000	2.697	(2.053)	0.000	0.000	16.712
SAIL Free Special School Abnormal Costs	0.350	0.000	0.000	0.000	0.000	0.000	0.000	0.350
SEND Special School Capacity & Alternative Provision	0.000	0.000	0.000	0.403	0.000	0.000	0.000	0.403
High Needs Provision Capital Allowance	0.000	0.000	0.000	0.000	2.053	3.684	0.000	5.737
<b>Education &amp; Skills Total</b>	<b>46.308</b>	<b>0.000</b>	<b>0.000</b>	<b>7.195</b>	<b>0.000</b>	<b>6.462</b>	<b>(14.364)</b>	<b>45.601</b>
<b>Families &amp; Children's Service</b>								
Childrens Homes	1.000	0.000	0.000	0.500	0.000	0.000	0.000	1.500
<b>Families &amp; Children's Total</b>	<b>1.000</b>	<b>0.000</b>	<b>0.000</b>	<b>0.500</b>	<b>0.000</b>	<b>0.000</b>	<b>0.000</b>	<b>1.500</b>
<b>Corporate Director - People</b>	<b>52.308</b>	<b>0.000</b>	<b>0.000</b>	<b>8.170</b>	<b>0.000</b>	<b>7.176</b>	<b>-17.333</b>	<b>50.321</b>

## Appendix A: Capital Programme Budget Movements 2022/23 Qtr 1 (page 2)

### Capital Programme Budget Movements 2022/2023 Qtr 1

Scheme Name	Original Budget	Budgets Reprogrammed into Future as part of 2021/22 Outturn	Reduced Budgets as part of 2021/22 Outturn	Year End Budget Transfer 2021/2022 into 2022/2023	Budget Movements between Schemes	Additional Budgets added to the Programme (Section 1 Appendix B)	Budgets reprogrammed from 2022/2023 into future years (Section 2 Appendix B)	Revised Budget
<b>Finance</b>								
Corporate	0.000	0.000	0.000	0.000	1.071	0.000	0.000	1.071
Evolve Project	4.982	0.000	0.000	2.759	0.000	0.000	0.000	7.741
<b>Finance Total</b>	<b>4.982</b>	<b>0.000</b>	<b>0.000</b>	<b>2.759</b>	<b>1.071</b>	<b>0.000</b>	<b>0.000</b>	<b>8.812</b>
<b>Assets &amp; Commercial Development</b>								
Capital Receipt Enhancement	0.170	0.000	0.000	0.498	0.000	0.600	0.000	1.268
Commercial - Commercial Investment	24.849	(14.854)	0.000	0.003	0.000	0.000	0.000	9.998
Lackham College Land Purchase	0.000	0.000	0.000	1.300	0.000	0.000	0.000	1.300
Depot & Office Strategy	4.160	0.000	0.000	0.612	0.000	0.000	0.000	4.772
Facilities Management Operational Estate	2.651	0.000	0.000	1.555	0.000	0.000	0.000	4.206
Gypsies and Travellers Projects	1.300	0.000	0.000	0.000	0.000	0.000	0.000	1.300
Housing Infrastructure Fund (HIF)	7.501	0.000	0.000	1.876	0.000	0.000	0.000	9.377
Newton Science Park	3.709	0.000	0.000	1.728	0.120	0.000	0.000	5.557
Health and Wellbeing Centres - Live Schemes	7.850	0.000	0.000	1.596	0.000	0.000	0.000	9.446
Commercial Property Purchases	0.059	0.000	0.000	0.075	0.000	0.000	0.000	0.134
North Wiltshire Schools PFI Playing Fields	0.300	0.000	0.000	0.000	0.000	0.000	0.000	0.300
Property Carbon Reduction Programme	8.400	(4.000)	0.000	0.576	0.000	0.000	0.000	4.976
Park & Ride Solar Panel Canopys	3.500	0.000	0.000	0.000	0.000	0.000	0.000	3.500
Public Sector Decarbonisation Scheme Projects	0.000	0.000	0.000	0.072	0.000	0.000	0.000	0.072
Salisbury Central Car Park & Maltings	32.630	(33.004)	0.000	0.375	0.000	0.000	0.000	0.001
Facilities Management Investment Estate	0.630	0.000	0.000	0.000	0.000	0.000	0.000	0.630
Social Care Infrastructure & Strategy	0.634	0.000	0.000	0.000	0.000	0.000	0.000	0.634
<b>Assets &amp; Commercial Development Total</b>	<b>98.343</b>	<b>(51.858)</b>	<b>0.000</b>	<b>10.266</b>	<b>0.120</b>	<b>0.600</b>	<b>0.000</b>	<b>57.471</b>
<b>Capital Loans</b>								
Stone Circle Housing Company Loan	33.488	(14.072)	0.000	1.878	0.000	0.000	0.000	21.294
Stone Circle Development Company Loan	11.050	0.000	0.000	1.123	0.000	0.000	0.000	12.173
<b>Capital Loans Total</b>	<b>44.538</b>	<b>(14.072)</b>	<b>0.000</b>	<b>3.001</b>	<b>0.000</b>	<b>0.000</b>	<b>0.000</b>	<b>33.467</b>
<b>Information Services</b>								
ICT Applications	4.258	0.000	0.000	0.677	0.000	0.000	0.000	4.935
ICT Business as Usual	1.627	0.000	0.000	0.095	0.000	0.000	0.000	1.722
ICT Other Infrastructure	0.400	0.000	0.000	1.030	0.000	0.000	0.000	1.430
ICT Get Well	3.474	0.000	0.000	(0.216)	0.000	0.000	0.000	3.258
Microsoft Cloud Navigator	0.000	0.000	0.000	0.148	0.000	0.000	0.000	0.148
<b>Information Services Total</b>	<b>9.759</b>	<b>0.000</b>	<b>0.000</b>	<b>1.734</b>	<b>0.000</b>	<b>0.000</b>	<b>0.000</b>	<b>11.493</b>
<b>Corporate Director - Resources</b>	<b>157.622</b>	<b>-65.930</b>	<b>0.000</b>	<b>17.760</b>	<b>1.191</b>	<b>0.600</b>	<b>0.000</b>	<b>111.243</b>

## Appendix A: Capital Programme Budget Movements 2022/23 Qtr 1 (page 3)

Capital Programme Budget Movements 2022/2023 Qtr 1								
Scheme Name	Original Budget	Budgets Reprogrammed into Future as part of 2021/22 Outturn	Reduced Budgets as part of 2021/22 Outturn	Year End Budget Transfer 2021/2022 into 2022/2023	Budget Movements between Schemes	Additional Budgets added to the Programme (Section 1 Appendix B)	Budgets reprogrammed from 2022/2023 into future years (Section 2 Appendix B)	Revised Budget
<b>Highways &amp; Transport</b>								
Churchyards & Cemeteries	0.000	0.000	0.000	0.028	0.000	0.000	0.000	0.028
CIL Funded Schemes	0.000	0.000	0.000	0.053	0.000	0.000	0.000	0.053
Parking Contactless Machines	0.127	0.000	0.000	0.000	0.000	0.000	0.000	0.127
Fleet Vehicles	4.091	0.000	0.000	0.120	0.000	0.000	0.000	4.211
Integrated Transport	1.781	0.000	0.000	0.824	0.000	0.437	0.000	3.042
Local Highways and Footpath Improvement Groups	0.800	0.000	0.000	0.000	0.516	0.018	0.000	1.334
LED Street Lighting	0.200	0.000	0.000	0.563	0.000	0.000	0.000	0.763
Major Road Network (MRN)	0.000	0.000	(0.084)	0.084	0.000	0.000	0.000	0.000
Structural Maintenance & Bridges	16.140	0.000	0.000	1.790	(0.516)	4.617	0.000	22.031
Churchfields Depot Drainage and Traffic Management	0.000	0.000	0.000	0.081	0.000	0.000	0.000	0.081
Passenger Transport RTP1	0.695	0.000	0.000	(0.003)	0.000	0.000	0.000	0.692
Drainage Improvements	0.500	0.000	0.000	0.000	0.000	0.000	0.000	0.500
Major Road Network M4 Junction 17	1.007	0.000	0.000	0.000	0.000	0.000	0.000	1.007
Salisbury Junction Improvements MRN	0.759	0.000	0.000	0.000	0.000	0.000	0.000	0.759
Chippenham Bypass (Ph 4&5) MRN	1.091	0.000	0.000	0.000	0.000	0.000	0.000	1.091
Melksham Bypass LLM - Full Scheme	2.825	0.000	0.000	0.000	0.000	0.000	0.000	2.825
<b>Highways &amp; Transport Total</b>	<b>30.016</b>	<b>0.000</b>	<b>(0.084)</b>	<b>3.540</b>	<b>0.000</b>	<b>5.072</b>	<b>0.000</b>	<b>38.544</b>
<b>Economy &amp; Regeneration</b>								
Boscombe Down	1.191	0.000	0.000	0.000	(1.191)	0.000	0.000	0.000
Chippenham Station HUB	0.000	0.000	0.000	0.204	0.000	0.000	0.000	0.204
Corsham Mansion House	0.000	0.000	0.000	0.048	0.000	0.000	0.000	0.048
Salisbury Future High Streets	5.005	0.000	0.000	2.274	0.000	0.000	0.000	7.279
Trowbridge Future High Streets	5.827	0.000	0.000	1.879	0.000	0.000	(2.682)	5.024
West Ashton Urban Extension Project	0.000	0.000	0.000	8.784	0.000	0.000	0.000	8.784
Carbon Reduction Projects	0.009	0.000	0.000	0.070	0.000	0.000	(0.009)	0.070
Wiltshire Ultrafast Broadband	0.000	0.000	0.000	1.073	0.000	0.000	0.000	1.073
Wiltshire Online	0.847	0.000	0.000	1.555	0.000	0.000	0.000	2.402
<b>Economy &amp; Regeneration Total</b>	<b>12.879</b>	<b>0.000</b>	<b>0.000</b>	<b>15.887</b>	<b>(1.191)</b>	<b>0.000</b>	<b>(2.691)</b>	<b>24.884</b>
<b>Environment</b>								
Waste Services	1.019	0.000	0.000	0.468	0.000	0.000	0.000	1.487
HRC Savings Infrastructure	0.100	0.000	0.000	0.000	0.000	0.000	0.000	0.100
<b>Environment Total</b>	<b>1.119</b>	<b>0.000</b>	<b>0.000</b>	<b>0.468</b>	<b>0.000</b>	<b>0.000</b>	<b>0.000</b>	<b>1.587</b>
<b>Leisure Culture &amp; Communities</b>								
Area Boards and LPSA PRG Reward Grants	0.400	0.000	0.000	0.242	0.000	0.000	0.000	0.642
Community Projects	0.400	0.000	0.000	0.000	0.000	0.000	0.000	0.400
Fitness Equipment for Leisure Centres	0.800	0.000	0.000	0.000	0.000	0.000	0.000	0.800
Libraries - Self Service	0.500	0.000	0.000	0.000	0.000	0.000	0.000	0.500
Other Schemes including cross cutting systems	0.000	0.000	0.000	0.019	0.000	0.000	0.000	0.019
Trowbridge Leisure Centre	2.000	(1.500)	0.000	0.000	0.000	0.000	0.000	0.500
Leisure Requirements	3.912	0.000	0.000	0.496	0.000	0.000	0.000	4.408
<b>Leisure Culture &amp; Communities Total</b>	<b>8.012</b>	<b>(1.500)</b>	<b>0.000</b>	<b>0.757</b>	<b>0.000</b>	<b>0.000</b>	<b>0.000</b>	<b>7.269</b>
<b>Corporate Director - Place</b>	<b>52.026</b>	<b>(1.500)</b>	<b>(0.084)</b>	<b>20.652</b>	<b>(1.191)</b>	<b>5.072</b>	<b>(2.691)</b>	<b>72.284</b>

Appendix A: Capital Programme Budget Movements 2022/23 Qtr 1 (page 4)

Capital Programme Budget Movements 2022/2023 Qtr 1								
Scheme Name	Original Budget	Budgets Reprogrammed into Future as part of 2021/22 Outturn	Reduced Budgets as part of 2021/22 Outturn	Year End Budget Transfer 2021/2022 into 2022/2023	Budget Movements between Schemes	Additional Budgets added to the Programme (Section 1 Appendix B)	Budgets reprogrammed from 2022/2023 into future years (Section 2 Appendix B)	Revised Budget
<b>Housing Revenue Account</b>								
HRA - Council House Build Programme	0.000	0.000	0.000	0.038	0.000	0.000	0.000	0.038
HRA - Council House Build Programme (Phase 2)	1.387	(0.435)	0.000	0.448	0.000	0.000	0.000	1.400
HRA - Council House Build Programme (Phase 3.1)	10.326	(4.754)	0.000	1.045	0.382	0.000	0.000	6.999
HRA - Council House Build Programme (Phase 3.2)	12.125	(6.743)	0.000	1.850	(0.432)	0.000	0.000	6.800
HRA - Council House Build Programme (Phase 3.3)	4.032	0.000	0.000	(0.015)	0.050	0.000	0.000	4.067
HRA - Refurbishment of Council Stock	17.289	0.000	0.000	1.560	0.000	0.000	(2.574)	16.275
<b>Housing Revenue Account Total</b>	<b>45.159</b>	<b>(11.932)</b>	<b>0.000</b>	<b>4.926</b>	<b>0.000</b>	<b>0.000</b>	<b>(2.574)</b>	<b>35.579</b>
<b>2022/2023 Capital Programme General Fund and Housing Revenue Account Total</b>	<b>307.115</b>	<b>(79.362)</b>	<b>(0.084)</b>	<b>51.508</b>	<b>0.000</b>	<b>12.848</b>	<b>(22.598)</b>	<b>269.427</b>

## CHIEF FINANCE OFFICER (CFO) - EXERCISE OF DELEGATED POWERS & REQUESTS FOR ADDITIONAL RESOURCES WITHIN THE CAPITAL PROGRAMME

Cabinet Meeting	13-Sep-22
Financial Year:	2022/2023

### SECTION 1 - DELEGATED CFO POWERS

"Adjustment/addition of scheme in the capital programme which has no effect on the net i.e. Additional resources available in the form of Grant, Section 106 contributions etc which

<b>Project Name:</b>	Devolved Formula Capital		
<b>Reason for movement:</b>	Uplift to reflect DfE Award 22/23		
<b>Budget Change:</b>	<b>2022/2023</b>	<b>2023/2024</b>	<b>2024/2025</b>
	0.128		
<b>Funding Source:</b>	DfE Grant		

<b>Project Name:</b>	Higher Needs Capital Allowance		
<b>Reason for movement:</b>	Additions to reflect DfE Award		
<b>Budget Change:</b>	<b>2022/2023</b>	<b>2023/2024</b>	<b>2024/2025</b>
	3.684	5.33	
<b>Funding Source:</b>	DfE Grant		

<b>Project Name:</b>	Durrington Junior Online		
<b>Reason for movement:</b>	DfE Digital Platform Grant		
<b>Budget Change:</b>	<b>2022/2023</b>	<b>2023/2024</b>	<b>2024/2025</b>
	0.002		
<b>Funding Source:</b>	DfE Grant		

<b>Project Name:</b>	Burbage Primary School		
<b>Reason for movement:</b>	Funding contribution towards project		
<b>Budget Change:</b>	<b>2022/2023</b>	<b>2023/2024</b>	<b>2024/2025</b>
	0.019		
<b>Funding Source:</b>	S106 contributions		

<b>Project Name:</b>	Holt Primary School		
<b>Reason for movement:</b>	Funding contribution towards project		
<b>Budget Change:</b>	<b>2022/2023</b>	<b>2023/2024</b>	<b>2024/2025</b>
	0.206		
<b>Funding Source:</b>	S106 contributions		



## CHIEF FINANCE OFFICER (CFO) - EXERCISE OF DELEGATED POWERS & REQUESTS FOR ADDITIONAL RESOURCES WITHIN THE CAPITAL PROGRAMME

Cabinet Meeting  
Financial Year:

13-Sep-22

2022/2023

### SECTION 1 - DELEGATED CFO POWERS

"Adjustment/addition of scheme in the capital programme which has no effect on the net i.e. Additional resources available in the form of Grant, Section 106 contributions etc which

<b>Project Name:</b>	Marlborough St John SAFM			
<b>Reason for movement:</b>	Funding contribution towards project			
<b>Budget Change:</b>	<b>2022/2023</b>	<b>2023/2024</b>	<b>2024/2025</b>	
	0.050			
<b>Funding Source:</b>	S106 contributions			
<b>Project Name:</b>	Forest & Sandridge Expansion			
<b>Reason for movement:</b>	Funding contribution towards project			
<b>Budget Change:</b>	<b>2022/2023</b>	<b>2023/2024</b>	<b>2024/2025</b>	
	1.682			
<b>Funding Source:</b>	S106 contributions			
<b>Project Name:</b>	Disabled Facilities Grant			
<b>Reason for movement:</b>	Uplift to reflect Award 22/23			
<b>Budget Change:</b>	<b>2022/2023</b>	<b>2023/2024</b>	<b>2024/2025</b>	
	0.714			
<b>Funding Source:</b>	Grant			
<b>Project Name:</b>	LTP Maintenance General			
<b>Reason for movement:</b>	Uplift to reflect DfT Award 22/23			
<b>Budget Change:</b>	<b>2022/2023</b>	<b>2023/2024</b>	<b>2024/2025</b>	
	4.588	4.59	4.59	
<b>Funding Source:</b>	DfT Grant			
<b>Project Name:</b>	LTP Integrated Transport - General			
<b>Reason for movement:</b>	Uplift to reflect DfT Award 22/23			
<b>Budget Change:</b>	<b>2022/2023</b>	<b>2023/2024</b>	<b>2024/2025</b>	
	0.017	0.02	0.02	
<b>Funding Source:</b>	DfT Grant			

## CHIEF FINANCE OFFICER (CFO) - EXERCISE OF DELEGATED POWERS & REQUESTS FOR ADDITIONAL RESOURCES WITHIN THE CAPITAL PROGRAMME

Cabinet Meeting	13-Sep-22
Financial Year:	2022/2023

### SECTION 1 - DELEGATED CFO POWERS

"Adjustment/addition of scheme in the capital programme which has no effect on the net i.e. Additional resources available in the form of Grant, Section 106 contributions etc which

<b>Project Name:</b>	Local Highway Footway Improvement Groups		
<b>Reason for movement:</b>	Parish & Town Council Contributions to LHFIG		
<b>Budget Change:</b>	<b>2022/2023</b>	<b>2023/2024</b>	<b>2024/2025</b>
	0.018		
<b>Funding Source:</b>	Parish & Town Council Contributions		

<b>Project Name:</b>	LTP Maintenance General		
<b>Reason for movement:</b>	Developer contribution to project		
<b>Budget Change:</b>	<b>2022/2023</b>	<b>2023/2024</b>	<b>2024/2025</b>
	0.005		
<b>Funding Source:</b>	S106 contribution		

<b>Project Name:</b>	Bridges General		
<b>Reason for movement:</b>	Insurance payout Kennet Bridge		
<b>Budget Change:</b>	<b>2022/2023</b>	<b>2023/2024</b>	<b>2024/2025</b>
	0.024		
<b>Funding Source:</b>	Insurance payment		

<b>Project Name:</b>	School Maintenance General		
<b>Reason for movement:</b>	Uplift to reflect DfE Award 22/23		
<b>Budget Change:</b>	<b>2022/2023</b>	<b>2023/2024</b>	<b>2024/2025</b>
	0.000		
<b>Funding Source:</b>	DfE Grant		

<b>Project Name:</b>	School Maintenance General		
<b>Reason for movement:</b>	Insurance Rowdeford Flooring		
<b>Budget Change:</b>	<b>2022/2023</b>	<b>2023/2024</b>	<b>2024/2025</b>
	0.173		
<b>Funding Source:</b>	Insurance pay-out		

## CHIEF FINANCE OFFICER (CFO) - EXERCISE OF DELEGATED POWERS & REQUESTS FOR ADDITIONAL RESOURCES WITHIN THE CAPITAL PROGRAMME

Cabinet Meeting  
Financial Year:

13-Sep-22

2022/2023

### SECTION 1 - DELEGATED CFO POWERS

"Adjustment/addition of scheme in the capital programme which has no effect on the net i.e. Additional resources available in the form of Grant, Section 106 contributions etc which

<b>Project Name:</b>	Additional Accommodation General		
<b>Reason for movement:</b>	Uplift to reflect DfE Award 22/23 - 24/25		
<b>Budget Change:</b>	<b>2022/2023</b>	<b>2023/2024</b>	<b>2024/2025</b>
	0.341	-0.40	0.81
<b>Funding Source:</b>	DfE Grant		

<b>Project Name:</b>	Basic Need Devizes School		
<b>Reason for movement:</b>	S106 Contribution to overall work		
<b>Budget Change:</b>	<b>2022/2023</b>	<b>2023/2024</b>	<b>2024/2025</b>
	0.178		
<b>Funding Source:</b>	S106 Education		

<b>Project Name:</b>	Capital Receipt Enhancement		
<b>Reason for movement:</b>	Additional funding for Melksham Blue Pool		
<b>Budget Change:</b>	<b>2022/2023</b>	<b>2023/2024</b>	<b>2024/2025</b>
	0.600		
<b>Funding Source:</b>	Capital Receipts		

<b>Project Name:</b>	Traffic Signals Maintenance Fund		
<b>Reason for movement:</b>	Top up grant for traffic signals		
<b>Budget Change:</b>	<b>2022/2023</b>	<b>2023/2024</b>	<b>2024/2025</b>
	0.420		
<b>Funding Source:</b>	DfT grant		

<b>Total Delegated Changes</b>	<b>12.848</b>	<b>9.531</b>	<b>5.416</b>
--------------------------------	---------------	--------------	--------------

In the exercise of my delegated powers (Section 1 and 2), I hereby authorise the amendments to the Capital Programme summarised above.

**CHIEF FINANCE OFFICER:** Andy Brown

**DATE:** Sep-22

## Appendix B: Re-programming Q1 2022/23 (Page 1)

### CHIEF FINANCE OFFICER (CFO) - EXERCISE OF DELEGATED POWERS & REQUESTS FOR ADDITIONAL RESOURCES WITHIN THE CAPITAL PROGRAMME

Cabinet Meeting	13-Sep-22
Financial Year:	2022/2023

#### SECTION 2 - DELEGATED CFO POWERS

*"Schemes within the capital programme which require the reprogramming of expenditure between years due not progressing as originally anticipated or other circumstances"*

<b>Project Name:</b>	Disabled Facilities Grant			
<b>Reason:</b>	Reprofile to reflect anticipated expenditure			
<b>Budget Change:</b>	<b>2022/2023</b>	<b>2023/2024</b>	<b>2024/2025</b>	<b>2024/2025</b>
	-2.969	2.969		
<b>Funding Source:</b>	Grant			

<b>Project Name:</b>	Lea & Garsden School Maintenance			
<b>Reason:</b>	Reprofile to reflect delayed completion			
<b>Budget Change:</b>	<b>2022/2023</b>	<b>2023/2024</b>	<b>2024/2025</b>	<b>2024/2025</b>
	-0.075	0.075		
<b>Funding Source:</b>	Grant DfE			

<b>Project Name:</b>	School Maintenance - general			
<b>Reason:</b>	Moved to be used in future years School projects			
<b>Budget Change:</b>	<b>2022/2023</b>	<b>2023/2024</b>	<b>2024/2025</b>	<b>2024/2025</b>
	-4.000	4.000		
<b>Funding Source:</b>	DfE Grant			

<b>Project Name:</b>	Warminster Kingdown School Expansion			
<b>Reason:</b>	Delayed post pre-application + new headteacher			
<b>Budget Change:</b>	<b>2022/2023</b>	<b>2023/2024</b>	<b>2024/2025</b>	<b>2024/2025</b>
	-6.554	2.000	4.554	
<b>Funding Source:</b>	DfE Grant			

<b>Project Name:</b>	Abbeyfield School			
<b>Reason:</b>	Scheduled completion now moved to Sept 25			
<b>Budget Change:</b>	<b>2022/2023</b>	<b>2023/2024</b>	<b>2024/2025</b>	<b>2024/2025</b>
	-0.280	-2.620	2.900	
<b>Funding Source:</b>	CIL / Dfe Grant			

<b>Project Name:</b>	Mere Primary School			
<b>Reason:</b>	Reprofile for late in-year start			
<b>Budget Change:</b>	<b>2022/2023</b>	<b>2023/2024</b>	<b>2024/2025</b>	<b>2024/2025</b>
	-0.050	0.050		
<b>Funding Source:</b>	DfE Grant			

<b>Project Name:</b>	Holt Primary School			
<b>Reason:</b>	Reprofile to schedule			
<b>Budget Change:</b>	<b>2022/2023</b>	<b>2023/2024</b>	<b>2024/2025</b>	<b>2024/2025</b>
	-0.350	0.350		
<b>Funding Source:</b>	DfE Grant			

## CHIEF FINANCE OFFICER (CFO) - EXERCISE OF DELEGATED POWERS & REQUESTS FOR ADDITIONAL RESOURCES WITHIN THE CAPITAL PROGRAMME

Cabinet Meeting	13-Sep-22
Financial Year:	2022/2023

### SECTION 2 - DELEGATED CFO POWERS

*"Schemes within the capital programme which require the reprogramming of expenditure between years due not progressing as originally anticipated or other circumstances"*

<b>Project Name:</b>	Holbrook Primary School			
<b>Reason:</b>				
<b>Budget Change:</b>	<b>2022/2023</b>	<b>2023/2024</b>	<b>2024/2025</b>	<b>2024/2025</b>
	-0.500	0.500		
<b>Funding Source:</b>	DfE Grant			
<b>Project Name:</b>	Studley Green PS			
<b>Reason:</b>				
<b>Budget Change:</b>	<b>2022/2023</b>	<b>2023/2024</b>	<b>2024/2025</b>	<b>2024/2025</b>
	-0.500	0.500		
<b>Funding Source:</b>	DfE Grant			
<b>Project Name:</b>	Chippenham Primary Accom			
<b>Reason:</b>				
<b>Budget Change:</b>	<b>2022/2023</b>	<b>2023/2024</b>	<b>2024/2025</b>	<b>2024/2025</b>
	-0.255	0.255		
<b>Funding Source:</b>	DfE Grant			
<b>Project Name:</b>	Trowbridge FHSF Town Hall			
<b>Reason:</b>	Reprofile to anticipated work schedules			
<b>Budget Change:</b>	<b>2022/2023</b>	<b>2023/2024</b>	<b>2024/2025</b>	<b>2024/2025</b>
	-3.028	-3.614	5.878	0.764
<b>Funding Source:</b>	Future High Streets Fund			
<b>Project Name:</b>	Stonehenge Sch Replace Lower Block			
<b>Reason:</b>				
<b>Budget Change:</b>	<b>2022/2023</b>	<b>2023/2024</b>	<b>2024/2025</b>	<b>2024/2025</b>
	-1.800	1.800		
<b>Funding Source:</b>	DfE grant			
<b>Project Name:</b>	Local Authority Treescape Fund			
<b>Reason:</b>	Project start 1 yr late reprofile to reflect grant			
<b>Budget Change:</b>	<b>2022/2023</b>	<b>2023/2024</b>	<b>2024/2025</b>	<b>2024/2025</b>
	-0.009	0.000	0.009	
<b>Funding Source:</b>	Forestry Commission Grant DEFRA			

**CHIEF FINANCE OFFICER (CFO) - EXERCISE OF DELEGATED POWERS & REQUESTS FOR ADDITIONAL RESOURCES WITHIN THE CAPITAL PROGRAMME**

Cabinet Meeting	13-Sep-22
Financial Year:	2022/2023

**SECTION 2 - DELEGATED CFO POWERS**

*"Schemes within the capital programme which require the reprogramming of expenditure between years due not progressing as originally anticipated or other circumstances"*

<b>Project Name:</b>	HRA - Miscellaneous General			
<b>Reason:</b>	Reprofile to business plan			
<b>Budget Change:</b>	<b>2022/2023</b>	<b>2023/2024</b>	<b>2024/2025</b>	<b>2024/2025</b>
	-2.574	0.000	1.863	0.711
<b>Funding Source:</b>	HRA			

<b>Project Name:</b>	Trowbridge FHSF STRIVE			
<b>Reason:</b>	Reprofile to anticipated work schedules			
<b>Budget Change:</b>	<b>2022/2023</b>	<b>2023/2024</b>	<b>2024/2025</b>	<b>2024/2025</b>
	0.345	-0.345		
<b>Funding Source:</b>	Future High Streets Fund			

<b>Total Re-programming between years</b>	<b>-22.599</b>	<b>5.920</b>	<b>15.204</b>	<b>1.476</b>
---	----------------	--------------	---------------	--------------

In the exercise of my delegated powers (Section 1 and 2), I hereby authorise the amendments to the Capital Programme summarised above.

**CHIEF FINANCE OFFICER:** Andy Brown

**DATE:** Sep-22

**Wiltshire Council**

**Cabinet**

**13 September 2022**

---

**Subject: Council Performance and Risk 2022/23 – Quarter One Monitoring**

**Cabinet member: Councillor Richard Clewer, Leader of the Council and Cabinet Member for Climate Change, MCI, Economic Development, Heritage, Arts, Tourism and Health & Wellbeing.**

**Key Decision: Non Key**

---

### **Executive Summary**

This report provides an update on performance against the stated missions in the Council's Business Plan 2022-32, its strategic risks and proposed future developments.

### **Proposals**

Cabinet to note the updates and outturns:

1. Against the measures and activities ascribed against the Council's priorities and that targets for the measures will be included in the quarter two performance report.
2. To the Strategic Risk Register, issues and emerging risks.

### **Reason for Proposal**

To provide Cabinet with a quarterly update on the current performance framework, which is compiled of the measures used to monitor progress against the 10 missions laid out in Wiltshire Council's Business Plan 2022-32.

The Strategic Risk Summary captures and monitors significant risks facing the Council, in relation to significant in-service risks facing individual areas and in managing its business across the authority.

This is supported by, and in compliance with, the Council's Corporate Performance and Risk Policy.

---

**Terence Herbert  
Chief Executive**

**13 September 2022**

---

**Subject: Council Performance and Risk Monitoring Report: Q1 2022/23**

**Cabinet member: Councillor Richard Clewer, Leader of the Council and Cabinet Member for Climate Change, MCI, Economic Development, Heritage, Arts, Tourism and Health & Wellbeing.**

**Key Decision: Non Key**

---

### **Purpose of Report**

1. This report provides an update on the progress against the stated missions in the Council's Business Plan.
2. To note: it provides information on measures of performance at the end of Q1 (June 2022) and risks as they are in Q2.
3. The Q1 2022/23 Performance Scorecard is attached to the report as **Appendix 1**.
4. The Strategic Risk Summary is attached as **Appendix 2**.
5. A supporting commentary is available in **Appendix 3**.

### **Relevance to the Council's Business Plan**

6. This report updates Cabinet on the performance against each of the stated missions contained in the Business Plan 2022-2032, at the end of quarter Q1 2022/23.

### **Background**

7. Prior to the Business Plan's ratification at Full Council, Directors and Cabinet Members agreed a performance framework that identified the measures that would initially be used to track progress against the 10 missions identified.
8. These measures fell into three categories:
  - i) Main indicators – the key metric for that particular mission.
  - ii) Supporting indicator(s) – a metric that helps add weight or explanation to the main indicator.
  - iii) Basket indicators – where it was impossible to identify one or two main indicators measures were grouped together to be able to report on elements of each mission.



9. The resulting scorecard includes each main measure (the latest reported figure) and the most relevant/recent supporting and basket indicators.
10. Measures on the scorecard are owned and reported by the service to which they relate. Intended to evolve. Cabinet and scrutiny
11. The Strategic Risk Summary is attached as **Appendix 2** and provides information on the challenges, and potential challenges, the Council faces in delivering its services and ambitions.
12. Included in the risk summary is the Strategic Risk Register which contains risks that, if they were to become issues, could hamper the Council's ambition to achieve its stated aims whether that be empowering the people of Wiltshire, building thriving economies or leading the response to climate change. Risks are identified, defined, reviewed and managed in service areas.
13. There are over 250 risks identified and scored in the Council's risk management process. The Strategic Risk Register is made up of those risks which have either a potential impact on the wider council or are the responsibility of the wider council to mitigate.
14. A full explanation of the makeup of the Strategic Risk Register can be found at the bottom of Appendix 2.
15. Two previous risks – inflation and staff recruitment and retention – have now been classified as issues meaning that the potential problems identified have materialised.
16. The council's teams are now working to mitigate the impact of these issues and will continue to do so until they are no longer having a direct impact on delivery.
17. This is in line with and outlined in more detail within the Council's Corporate Performance and Risk Policy.

### **Future Developments**

18. Throughout the course of 2022 and beyond, the Council's Scorecard will be undergoing significant review and improvement, and changes will be brought to Cabinet.
19. Working with Directors and Cabinet Members, targets will be set for quarter two, and measures iteratively challenged and improved at Performance Outcome Boards and Groups to ensure they are most representative of performance against a mission and allow for advanced scrutiny.
20. This is in addition to presentational changes to ensure it provides an easy read dashboard with improved data visualisation, which provides greater context, longer time series and an enhanced narrative about progress against service delivery plans which highlights where there are risks of failure or slippage.

21. Alongside these changes, a programme is underway to align financial reporting so that reporting cycles are correctly timed, and reports can be presented and synchronised with wider Council performance.
22. Future risk summaries will feature the Council's revised response to national-level risks. This will be completed in partnership with the Local Resilience Forum who will produce a Wiltshire response to the National Risk Assessment when it is published.
23. An exercise is also being undertaken with the Extended Leadership Team to ensure that items that do not yet make risk classification or cannot be quantified as emerging risks are considered in more depth, and future summaries are reflective of the live and dynamic nature of council services.

#### **Overview & Scrutiny Engagement**

24. The Overview and Scrutiny Management Committee is considering this report on 21 September.

#### **Safeguarding Implications**

25. A number of indicators are regularly analysed which directly relate to the safeguarding of children and adults. Action is taken where improvements in performance are required.

#### **Public Health Implications**

26. Not applicable as no decision is required.

#### **Procurement Implications**

27. Not applicable as no decision is required.

#### **Environmental and Climate Change Considerations**

28. Not applicable as no decision is required.

#### **Equalities Impact of the Proposal**

29. Not applicable as no decision is required.

#### **Risk Assessment**

30. Not applicable as no decision is required.
31. Performance and risk indicators will continue to draw on the framework set out in the Business Plan and will continue to be refined through engagement with the relevant services.

#### **Financial Implications**

32. Not applicable as no decision is required.
33. Performance and risk as outlined above will inform the current service planning cycle and in turn the development of the budget for February 2023.

#### **Legal Implications**

34. Not applicable as no decision is required.

### **Options Considered**

35. Not applicable as no decision is required.

### **Conclusions**

36. This report brings together updates performance indicators that make up the performance framework as well supplementary commentary to provide further context around the Council's activities in these areas and the risks faced by the Council.

### **Perry Holmes**

#### **Director, Legal and Governance**

#### *Report Authors:*

Martin Nicholls, Head of Executive Office | [martin.nicholls@wiltshire.gov.uk](mailto:martin.nicholls@wiltshire.gov.uk)

Toby Eliot, Corporate Support Manager | [toby.eliot@wiltshire.gov.uk](mailto:toby.eliot@wiltshire.gov.uk)

August 2022

### **Background reading**

Corporate Performance and Risk Policy

### **Appendices**

- Appendix 1: Wiltshire Council Performance Scorecard - 2022/23 Quarter One
  - Appendix 2: Strategic Risk Summary Q1 2022/23
  - Appendix 3: Performance and Risk Commentary Q1 2022/23
-

This page is intentionally left blank

# Wiltshire Council Performance Scorecard - 2022/23 Quarter One

Of the 27 indicators on this scorecard 20 (74%) were ranked as either green or amber in terms of improved performance.



Arrows show the direction of travel. Green is a positive change, red a negative a change and orange neither positive or negative.










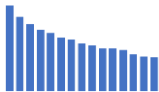
Gold shaded measures are main indicators	Unshaded indicators support a main indicator	Grey shaded indicators are selected from a basket of possible measures - the name of that basket appears above the measures
--	--	---

Measure description	Previous positions	Latest position	Latest report	Frequency	Direction of Travel	Trend	Comment	
<b>We Get the Best Start in Life</b>								
<b>Educational Gap: Phonics</b> (The percentage point gap between all pupils at KS1 and those receiving pupil premium - achieving phonics)	18.1%	20.0%	<b>21.2%</b>	Aug-21	annual - academic year			It is difficult to make judgments about recent trends with these indicators as different approaches to assessment taken during the pandemic mean 2020 and '21 are incomparable with previously years.
<b>Educational Gap: KS4</b> (The percentage point gap between all pupils and those receiving pupil premium - achieving 5+ in English and Maths at KS4)	31.1%	26.2%	<b>29.4%</b>	Aug-21	annual - academic year			
<b>We Stay Active</b>								
<b>Percentage of Children who are Physically Active</b>	43.7%	50.5%	<b>53.7%</b>	Mar-21	annual			The trend shows the last four financial years. The improvement shown in Wiltshire in the past three years has not been mirrored in the national or regional figures. Wiltshire now shows better levels of activity than the England or South West average. Results for 2021/22 are yet to be published.
<b>Percentage of Adults who are Physically Active</b>	71.2%	72.1%	<b>72.9%</b>	Mar-21	annual			The trend shows the last four financial years. Small improvements in each of the last three years put the activity levels in adults in Wiltshire above the national and regional average.
<b>Referrals into the Reablement Service</b> (total monthly number)	266	228	<b>263</b>	Jun-22	monthly			The trend shows the last five months. Total referrals remain at a fairly consistent level since the start of the year.











Page 85









Measure description	Previous positions	Latest position	Latest report	Frequency	Direction of Travel	Trend	Comment
<b>We are Safe</b>							
<b>Re-referrals to Children's Services</b> (% referrals within 12 months of previous referral)	14.6%	14.9%	<b>15.4%</b>	Jun-22	monthly		The trend shows the last 15 months. Every month of the financial year 2021/22 returned a lower re-referral rate than the 16% for 2020/21. The first three months of 2022/23 have each seen a small proportion rise. Despite this our re-referral rate is lower than comparative local authorities.
<b>Public Protection</b>							
<b>Total number of Licensing Interventions</b> (Notifications received, Number of Licensing Hearings, Number of Animals Inspections carried out and Number of Licensing Transactions)	2,227	1,268	<b>2,329</b>	Jun-22	quarterly		The trend shows the last nine quarters. As business activity increased following the pandemic so did the number of licensing interventions which were 71% higher in the three months to the end of June than in the same period in the previous year.
<b>Adult Safeguarding</b>							
<b>Percentage of S42 Outcomes Met</b> (% of statutory enquiries into possible abuse or neglect [section 42] in which set outcomes were met)	94.0%	100.0%	<b>99.0%</b>	Jun-22	monthly		The trend shows the last 15 months. This indicator counts enquires as they are closed and only counts incidents where an individual is asked what they want to achieve from the process. The overall proportion of met outcomes remains high.
<b>Percentage of Outcomes Complete in Three Working Days</b> (% of all 'first conversations' where the outcome was completed within 3 working days from first contact)	81.0%	81.0%	<b>83.0%</b>	Jun-22	monthly		The trend shows the last 15 months. The proportion of completed outcomes in the time frame remains consistently within a range of less than 8 percentage points over the period shown. Each of the last three months was a slight improvement on the same position last year.

Measure description	Previous positions	Latest position	Latest report	Frequency	Direction of Travel	Trend	Comment
<b>We Live Well Together</b>							
<b>Stability for Looked after Children</b>							
<b>Percentage of Looked After Children Placed more than 20 Miles from Home</b> (Excludes unaccompanied asylum seeker children)	37.0% 38.0%	<b>38.0%</b>	Jun-22	monthly			The trend shows the last 15 months. The proportion has been stable for the last 12 months; fluctuating between 35% and 38%. The final 2021/22 position was 36%, down one percentage point from 2020/21.
<b>Care Leavers in Suitable Accommodation</b> (% of 19-21 year old care leavers in suitable accommodation in a four month window)	92.0% 94.0%	<b>93.0%</b>	Jun-22	monthly			The trend shows the last 15 months. An improvement in the last few months has seen a return to the levels seen at the end of 2020/21.
<b>We ensure decisions are evidence-based</b>							
<b>Participation</b>							
<b>Voter Turnout in Neighbourhood Plan Referendums</b>	35.1% 28.0%	<b>26.6%</b>	Mar-22	latest vote			The trend shows all referendums dating back to 2019. The median turnout over the last three years is 34.3%. There have been two NP referendums in the final quarter of the financial year both with below average turnout. There have been 14 referendums in the last three years with the largest turnout being 51.8% in Broad Chalke in July 2021.
<b>Voter Turnout in Unitary By-Elections</b>	29.5% 29.9%	<b>35.6%</b>	Mar-20	latest vote			The trend shows all byelections dating back to 2019. The latest vote was in Till and Wylve Valley in March 2020. The median turnout since the start of 2019 in five unitary by-elections is 29.5%.

Measure description	Previous positions	Latest position	Latest report	Frequency	Direction of Travel	Trend	Comment	
<b>We have the Right Housing</b>								
<b>Delivery of Affordable Housing</b>	171	167	<b>156</b>	Jun-22	quarterly			The trend shows the last six quarters. The cumulative total for affordable homes completed in 2021/22 was 688 which surpassed the target of 650. The April to June 2022 figure of 156 is almost identical to the same period in the previous year.
<b>The number on the Housing Register</b> (total number on the register at the end of the period, not including those on the open market register)	3,786	3,870	<b>4,136</b>	Jun-22	quarterly			The trend shows the last nine quarters. The numbers on the housing register have been growing over the last 24 months. At the end of June the number was 23.8% higher than the same point in 2021 and 46.4% higher than the same point in 2020.
<b>Total Households in Temporary Accommodation</b>	76	69	<b>78</b>	Jun-22	quarterly			The trend shows the last nine quarters. An improvement on the situation in June 2020 where there were 135 households in temporary accommodation but a 13% rise in the current quarter.
<b>We have the Right Skills to Prosper</b>								
<b>Unemployment</b> (number of the work age population [16+] claiming out of work benefits)	6,745	6,400	<b>6,210</b>	Jun-22	monthly			The trend shows the last 15 months. The claimant number has fallen in every of the last 12 months. The June total of 6, 210 is a 38% reduction on the June 2021 figure.
<b>Youth Claimant Rate</b> (percentage of 18-24 year olds claiming out of work benefits)	3.3%	3.1%	<b>3.0%</b>	Jun-22	monthly			The trend shows the last 15 months. A downward trend of nearly a year-and-a-half means that in June the youth claimant rate was 3 percentage points below where it was at the same time in the previous year.



Measure description	Previous positions	Latest position	Latest report	Frequency	Direction of Travel	Trend	Comment
<b>We have Vibrant, Well-Connected Communities</b>							
<b>Transport and links</b>							
<b>Use of Public Transport</b> (Number of passenger trips on both the commercial and supported bus network)	529,418	609,318	<b>591,260</b>	Jun-22	monthly	 	The trend shows the last 15 months. Growth shows change in activity but also follows an annual cycle. Even so, there is a 17% increase in June from the same period last year as passengers return to public transport.
<b>We Take Responsibility for the Environment</b>							
<b>Waste economy</b>							
<b>Household Waste</b> (Kilograms of waste produced per household)	247	257	<b>253</b>	Jun-22	annual (Q1)	 	
<b>Recycling Rate</b> (Percentage of household waste recycled or composted)	44.7%	45.5%	<b>44.1%</b>	Jun-22	annual (Q1)	 	The trends shows the final Q1 position in each of the last three years.
<b>Waste Recovery Rate</b> (Percentage of household waste sent for treatment/energy recovery)	44.9%	39.6%	<b>40.0%</b>	Jun-22	annual (Q1)	 	These four new indicators should to be reviewed together as they provide data on the amount of household waste produced, and the routes of disposal. Overall, tonnages are down compared with the peaks seen over the period of the pandemic.
<b>Residual Waste Rate</b> (Percentage of household waste sent to landfill)	10.4%	15.0%	<b>16.0%</b>	Jun-22	annual (Q1)	 	

Measure description	Previous positions	Latest position	Latest report	Frequency	Direction of Travel	Trend	Comment
<b>We are on the path to Carbon Neutral (Net Zero)</b>							
<b>Wiltshire's Carbon Emissions</b> (kilotons carbon dioxide, and the equivalent of other greenhouse gasses. Territorial emissions only, i.e. these are emissions that arise within the county)	2,637	2,534	<b>2,209</b>	Dec-20	annual with a 2-year lag		 <p>The trends show the most recent three annual returns. This measure counts only the gasses produced within the county and the complexity of measuring it means that data is only available after two years. The direction of travel is positive.</p>
<b>Wiltshire Council's Carbon Emissions</b> (measured in CO2e - greenhouse gases in a common unit. For any quantity and type of greenhouse gas, CO2e signifies the amount of CO2 which would have the equivalent global warming impact)	12,321	4,401	<b>5,275</b>	Mar-21	annually		 <p>The trend shows the five latest annual returns. The small rise in 2021/22 is due to the resumption of services following the pandemic.</p>
<b>Energy Performance Certificates at Levels A - C</b> (% or registered EPC recorded at one of the top three levels - a three year rolling average)	43.0%	49.0%	<b>50.0%</b>	Dec-21	annually		 <p>The trend shows the five latest annual returns. This does not show the EPCs of all homes in Wiltshire only the EPCs registered over a rolling three-year period. Half of Wiltshire's homes were classified in the top three (of seven) levels in the most recent count compared with 34% in 2015-18.</p>
<b>Public Electric Vehicle Charging Points</b> (all publicly available charging points including those owned by the council)	120	167	<b>179</b>	Mar-22	annually		 <p>The trend shows the position at the end of the last four financial years. Slow growth in the last two years of just 49% but these figure do not include private EV charging where there is more growth.</p>

## Wiltshire Council Strategic Risk and Issues Summary - 2022/23 Quarter One

This summary gives details of issues the council is dealing with, the strategic risk register and the emerging risk that may need to be quantified in the future. A guide to reading the risk register is included at the back of this summary.

### Issues

Obstacles and Challenges that are now present and being managed as issues by Wiltshire Council

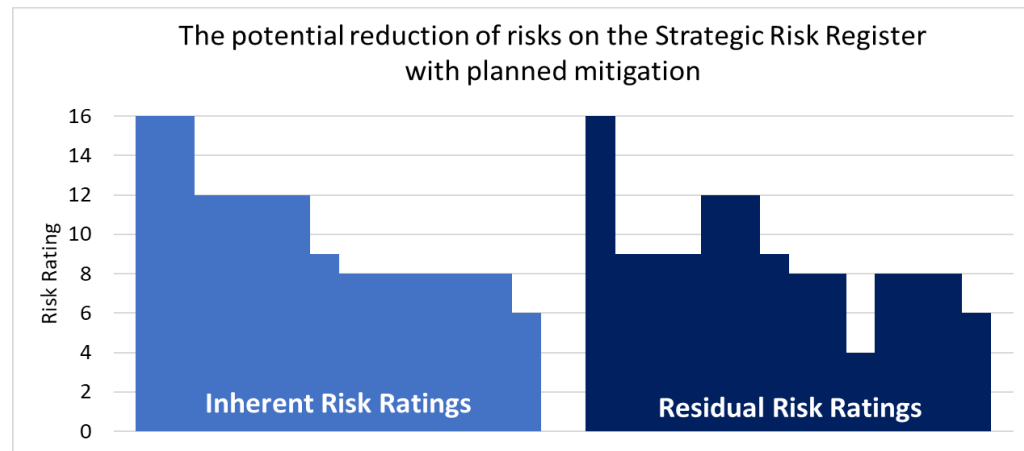
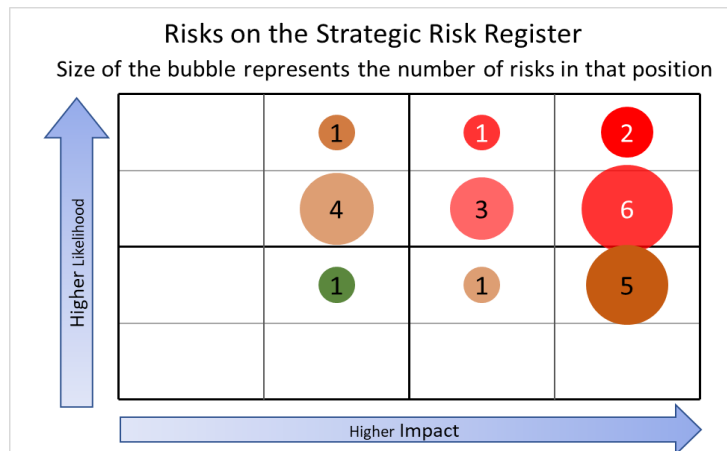
**Macro economic pressures on our budgets: Inflation** Nationally, we are facing a 'cost of living crisis' and inflation has experienced a significant increase above that forecast in the budget. As part of the final financial outturn reporting the Council took the opportunity to prudently set aside reserves to offset the unforeseen costs of inflation likely to arise in 2022/23, with £7m set aside for Contractual Inflation & £2m set aside for Pay Inflation to address the in-year pressure.

**Staff Capacity: Recruitment and retention** Some, but not all service areas, have identified that this has now become an issue.

There are a range of factors at play in different labour markets. These include:

- A smaller national workforce (less European immigration, earlier retirement/semi-retirement following the pandemic, increased numbers of those on out of work benefits) and closer to full employment.
- Specific skills shortages.
- Competition from the private sector and from other public sector organisations.
- The impact of the increase in the cost of living making higher wages more important.
- The cost increase of driving for those who have to travel in their role.

The result is that some services are now impacted by insufficient staffing.



Strategic Risk Register - ranked by Inherent Risk Score (the risk as it is now), national level risks shown in grey																		
Risk short name	Cause	Event	Effect	Primary Risk Category	Secondary Risk Category	Owner	Risk Response	Q2 Inherent Impact	Q2 Inherent Likelihood	Q2 Inh Risk Rating	Q2 DoT	Appetite check Q2	Q2 Mitigation Actions	Q2 Actions Confidence	Q2 Residual Impact	Q2 Residual Likelihood	Q2 Res Risk Rating	
1	Unable to meet demand for special educational needs or disability (SEND)	Cost of provision exceeds the High Needs Block (HNB) of the Dedicated Schools Grant (DSG)	More of the DSG spent on providing education for SEND	Shortfall in the funding for schools	Financial	Legal	Helean Hughes	Treat	4	4	16	▶	Outside	We remain in frequent dialogue with the DfE and will be starting joint work with them on their Delivering Better Value (DBV) Outcomes programme in the autumn which will enable some support and challenge in relation to this area.	Low	4	4	16
2	Lack of capacity in the social care market	Changes in the local market (including recovery from the pandemic) means there is insufficient supply of Home Care, Independent Fostering Agencies, Children's Homes, provision for complex needs (including people with complex behavioural needs)	Too often provision has to be secured out of county, often in competition with other local authorities at a cost higher than the local market	The right type of care is not always available, people able to be discharged have to wait longer in hospital and budgetary pressure increases if people are placed in out of county or spot provision	Service Delivery	Financial	Helen Jones	Treat	4	4	16	▶	Outside	Block purchased day care. New tender going live in September. Still issues about sufficiency and handbacks	Low	3	3	9
3	Uncontrolled cost of social care (predominantly adults)	Changes in regulation (including the cost of increased infection prevention & control measures), workforce pressures and inflationary pressures in the care market	Each individual care package cost increases	Greater budgetary pressure to meet statutory requirements impacting on preventative and other spend	Financial	Service Delivery	Helen Jones	Tolerate	3	4	12	▲	Within	Identified inflationary pressures-going to Cabinet in September	Moderate	3	3	9
4	Failure to manage housing development	Lack of a 5 year land supply	Loss of control over the location of new development	Non-plan led housing development may be granted consent through the appeal process; Allowing development where we don't want it; Increase in costs - defending appeals; Pressure on staff.	Legal	Reputation	Jean Marshall	Treat	4	3	12	▶	Outside	Updated our 5 year land supply in April. Development Management teams are seeking to approve applications where there are no major policy obstacles, Spatial Planning continue to support neighbourhood plans to bring forward housing sites, in addition to encouraging developers to bring forward allocated sites. We do have an improved position, but still short of the 5 years. Progress on the local plan is still being given a priority.	Moderate	3	3	9
5	Cyber Resilience	Malicious attacks from either internal or external individuals or organisations with the intent of stealing data or impacting the council's ability to deliver services.	Wiltshire Council's security is compromised opening up access to councils systems and personal and corporate data for malicious activity.	Loss of personal or corporate information OR loss or interruption of some or all council services delivered to citizens of Wiltshire.	Service delivery	Reputation	Mark Tucker	Treat	4	3	12	▶	Within	Working towards National Cyber Security Centre essential level of practice, Making uses of internal audit process to keep on top of required developments.	High	3	3	9

**Strategic Risk Register - ranked by Inherent Risk Score (the risk as it is now), national level risks shown in grey**

Risk short name	Cause	Event	Effect	Primary Risk Category	Secondary Risk Category	Owner	Risk Response	Q2 Inherent Impact	Q2 Inherent Likelihood	Q2 Inh Risk Rating	Q2 DoT	Appetite check Q2	Q2 Mitigation Actions	Q2 Actions Confidence	Q2 Residual Impact	Q2 Residual Likelihood	Q2 Res Risk Rating
6 <b>Pandemic influenza</b>	Influenza strain that is highly transmissible and with a high mortality rate.	Up to 2.5% death rate Up to 50% population infected	Strain on death management system Requirement for body storage Business continuity of services Managing distribution of prophylactics	Health & Safety		Kate Blackburn	Treat	4	3	12	▶	Outside	NATIONAL RISK - RATINGS DO NOT CHANGE AT LOCAL LEVEL. Plan updated against latest national guidance	High	4	3	12
7 <b>Flooding</b>	Heavy rain and/or saturated ground.	Houses flooded Businesses flooded Roads blocked Infrastructure damaged Contamination of water supply	Homeless and vulnerable people need evacuation/accommodation Infrastructure repair or replacement Loss to local economy Transport networks disrupted Public Health issues Environmental damage Business continuity of services	Health & Safety		Parvis Khansari	Treat	4	3	12	▶	Outside	NATIONAL RISK - RATINGS DO NOT CHANGE AT LOCAL LEVEL. Plan updated against latest national guidance	High	4	3	12
8 <b>Impact of negative media/social media coverage on council</b>	Potential negative reaction to council decision making and delivery of services.	Negative public reaction expressed via social media and through the media	Negative impact on council's reputation.	Reputation	Reputation	Perry Holmes	Tolerate	2	4	8	▲	Within		High	2	4	8
9 <b>Ability to deliver an effective response and implementation of the Local Authority Outbreak Management Control Plan</b>	Public health agencies remain in response to pandemic without additional funding	A variant of concern emerges that causes greater levels of illness and rising case numbers	Lack the capacity in the workforce meaning business as usual unable to run while Outbreak Plan put into place.	Service Delivery	Staffing/ People	Kate Blackburn	Treat	4	2	8	▶	Within	Forward planning on health protection roles using Contain Outbreak Management Fund and flexibility across the team means mobilisation for outbreak support will be maintained.	High	4	2	8
10 <b>Failure in Safeguarding Children</b>	The council and / or multi-agency partners failing to follow procedures or to undertake a thorough assessment	The council and / or multi-agency partners providing inappropriate intervention or no intervention.	Children not being protected from harm.	Service Delivery	Reputation	Lucy Townsend	Treat	4	2	8	▲	Within	1. Workforce strategy in place to aid recruitment and retention of practitioners. 2. Quality Assurance Framework in place which assures monitoring of performance (qualitative and quantitative). 3. Increased resource directed into the Integrated Front Door to effectively manage the increase in referrals and ensure consistent threshold application, thus preventing unnecessary escalation into statutory service where there is more pressure on workforce i.e. social workers. 4. Continued prioritisation of the family help/hub agenda, including consideration of commissioning efficiencies.	High	2	2	4

**Strategic Risk Register - ranked by Inherent Risk Score (the risk as it is now), national level risks shown in grey**

Risk short name	Cause	Event	Effect	Primary Risk Category	Secondary Risk Category	Owner	Risk Response	Q2 Inherent Impact	Q2 Inherent Likelihood	Q2 Inh Risk Rating	Q2 DoT	Appetite check Q2	Q2 Mitigation Actions	Q2 Actions Confidence	Q2 Residual Impact	Q2 Residual Likelihood	Q2 Res Risk Rating	
11 <b>Widespread electricity failure</b>	Infrastructure fault or severe weather.	Loss of electricity	Danger to health due to loss of heating Loss of some telephone communication Loss of access to food shops Loss of access to cash machines Loss of access to fuel	Health & Safety		Parvis Khansari	Tolerate	4	2	8	▶	Within	NATIONAL RISK - RATINGS DO NOT CHANGE AT LOCAL LEVEL. Plan updated against latest national guidance	High	4	2	8	*
12 <b>Catastrophic terrorist attacks</b>	Radicalisation Extremist views	Attack of public places, events or infrastructure	Loss of life Fear in the community loss of infrastructure Increased community tension	Health & Safety		Terence Herbert	Treat	4	2	8	▶	Within	NATIONAL RISK - RATINGS DO NOT CHANGE AT LOCAL LEVEL. Plan updated against latest national guidance	High	4	2	8	*
13 <b>Poor air quality events</b>	Pollution and/or extreme weather events.	Particulate or chemical release from industry or caused by fires  Severe weather events carrying pollution or particles in the air.	Increase in respiratory issues Leading to increase in hospital admissions	Health & Safety		Kate Blackburn	Tolerate	4	2	8	▶	Within	NATIONAL RISK - RATINGS DO NOT CHANGE AT LOCAL LEVEL. Plan updated against latest national guidance	High	4	2	8	*

**Strategic Risk Register - ranked by Inherent Risk Score (the risk as it is now), national level risks shown in grey**

Risk short name	Cause	Event	Effect	Primary Risk Category	Secondary Risk Category	Owner	Risk Response	Q2 Inherent Impact	Q2 Inherent Likelihood	Q2 Inh Risk Rating	Q2 DoT	Appetite check Q2	Q2 Mitigation Actions	Q2 Actions Confidence	Q2 Residual Impact	Q2 Residual Likelihood	Q2 Res Risk Rating	
14	<b>[Composite] Information Governance</b>	Failure to manage information effectively in keeping with Data Protection Act Principles leading to reportable incidents and potential data breaches	1. Personal Information not obtained and / or processed fairly 2. Excessive information obtained and held beyond service purpose 3. Information held for longer than purpose requires 4. Information not accurately captured / maintained or kept current 5. Information not protected by adequate technical measures 6. Sensitive information inappropriately disclosed either verbally, on paper or electronically.	Unlawful use and / or disclosure of personal data results in Risk and distress to individuals concerned, potential fines from Information Commissioners Office (ICO), reputational damage and loss of confidence in the authority.	Legal	Financial	Perry Holmes	Tolerate	3	2	6	▶	Within		High	3	2	6
15	<b>[Composite] Income Collection</b>	Decrease in levels of income due to lower payment rates, take up of services or increase default rates	Failure to collect income as expected and budgeted for	Increased financial pressure on other service areas in order to deliver a balanced budget across the Council as a whole which results in cuts to those other services spend.	Financial	Reputation	Lizzie Watkin	Treat	2	3	6	▶	Within	Additional budget monitoring with all heads of service	High	2	2	4
16	<b>[Composite] Corporate Health, Safety &amp; Wellbeing</b>	Inadequate or ineffective control strategy is established	Lack of application by managers and individuals of corporate policy and procedures	Likelihood of personal harm increases.	Health & Safety		Kate Blackburn	Tolerate	2	3	6	▲	Within	Increasing availability of manager training. Seeking improved means to inform employees about	High	2	2	4
17	<b>Hospital discharges resulting in high cost and highly restrictive packages of care</b>	Increase in number people needing to be discharged from hospital not being discharged	Challenge from external partners on the quality/quantity of available provision	Increase in out of county placements and / or high cost packages, hospital beds being unavailable for others with complex needs.	Service delivery	Financial	Claire Edgar	Treat	2	3	6	▶	Within	Liaison with health partners. Weekly Community Team for People with Learning Disabilities (CTPLD) update call with health and Dynamic Support Register (DSR) meetings. Accommodation needs shared with commissioning to inform strategy. MADE events identifying discharge pathway plans.	Moderate	2	2	4

Strategic Risk Register - ranked by Inherent Risk Score (the risk as it is now), national level risks shown in grey																		
Risk short name	Cause	Event	Effect	Primary Risk Category	Secondary Risk Category	Owner	Risk Response	Q2 Inherent Impact	Q2 Inherent Likelihood	Q2 Inh Risk Rating	Q2 DoT	Appetite check Q2	Q2 Mitigation Actions	Q2 Actions Confidence	Q2 Residual Impact	Q2 Residual Likelihood	Q2 Res Risk Rating	
18	[Composite] Budget management	New unfunded project, unforeseen demand or failure to make planned savings	Inability to deliver key statutory services within the service-level budget envelope	Increased financial pressure on other service areas in order to deliver a balanced budget across the authority as a whole which results in cuts to those other services spend.	Financial	Reputation	Lizzie Watkin	Treat	2	3	6	▶	Within	New planned savings delivery work	High	2	2	4
19	[Composite] Not on track for the Council to be carbon neutral by 2030	Lack of prioritisation for carbon reduction by other council departments	Financial considerations mean decisions are made not to undertake carbon reduction activity	Wiltshire Council fails to be carbon neutral by 2030	Service Delivery	Reputation	Parvis Khansari	Tolerate	2	2	4	▲	Within		High	2	2	4

\* There are occasions where the planned or available mitigation does not reduce the overall risk rating.

Emerging Risks	
Events that have the potential to interrupt the work of the Council but of which not enough is yet known to quantify the risk to the delivery of our services.	
Financial impact of global events	<p>International capital and energy markets impacted by conflict and speculative investment adding additional inflationary pressure in the UK.</p> <p>Disruption to global supply chains causing shortages, more inflation and potentially more demand for support of council services.</p> <p>A more uncertain world means a more insular economy and lower UK market sentiment meaning less investment in Wiltshire.</p>
Change of Government approach in the UK	<p>The commitment of a new PM and Cabinet from September, or a whole new government in two years, to programmes of work, expenditure and taxation. Changes in policy resulting in required change of emphasis for the Council.</p> <p>One such change might be the review of the Bank of England mandate and the setting of interest rates becoming politicised.</p> <p>Another might be a change in commitment to locally planned and delivered social services..</p>



#### How to read the strategic risk register

There are significant challenges for Wiltshire Council as it looks to empower people, build stronger communities, grow the county's economy and lead the way in tackling climate change. The Strategic Risk Register reflects these challenges.

The Strategic Risk Register draws together information recorded on risk registers of individual services across Wiltshire Council.

Information that has significance across the council as a whole is displayed in two categories on the Strategic Risk Register.

1. Critical service risks: significant risks that sit in a single service but which, should they become an issue, will have a significant impact on the council as a whole.
2. Composite strategic risks: where similar risks exist in a number of different services which would not have a significant impact on the organisation on their own but put together represent a significant impact. These risks are compiled into a single strategic composite risk and included within the strategic risk register. These risks are scored by reviewing the service component risks.
3. National level risks: Wiltshire Council's response to the risks recorded by central government on the National Risk Register (NRR). The updated NRR is due to be published in the near future. When it is, Wiltshire Council will work within the Local Resilience Forum to produce an appropriate response. In the meantime Wiltshire Council's pre-existing response to the previous NRR is shown in the grey rows above.

Each risk is fully defined by the responsible service (who assess the cause, event and effect that make up the identified risk).

Each risk is scored for impact and likelihood to give an overall score. A risk is scored twice; firstly, as inherent (the current level of risk) and then as residual (the risk as it would be once all the planned mitigating actions are in place).

The confidence in the implementation of these mitigating actions is assessed as high, moderate or low. This guides the reader of the register to understand the true current risk.

A whole range of service risks are kept under observation each quarter.

This page is intentionally left blank

## **Appendix 3: Performance and Risk Commentary**

1. Measures from the Council Scorecard and risks from the Strategic Risk Register are detailed below in terms of the missions from the business plan against which they sit. This commentary includes all relevant risks from the corporate process – not just those on the Strategic Risk Register.

### **We Get the Best Start in Life**

2. The main indicators for this outcome are reliant on educational attainment information which is published only once a year and will not be available until the middle of quarter three.
3. Recent trends in both these indicators are hard to establish as the approach to assessment was altered during the pandemic.
4. In both 2020 and 2021, the check on phonics progress was undertaken months after the usual assessment period. As for key stage four (GCSE), results required teacher-based assessment rather than independently marked coursework and exams.
5. The advice from the Department for Education is that comparison with previous years is not made for these indicators. 2022 results should provide an opportunity for a greater level of comparison with previous results and with other areas.

The greatest risk to achieving this outcome is currently the ability of the Council to meet the demand for provision for support for special educational needs and disability (SEND). This is a high financial risk and the Council's Education and Skills Directorate is working with the Department for Education to plan recovery and reduce the impact.

### **We Stay Active**

6. Rates of referral into the Reablement Service remain higher than seen in previous years and have not decreased, despite coming out of winter pressures. This is evidence of the continued demand to support system flow and discharges from the acute hospitals.
7. Uncertainty around the amount of care Wiltshire Council will be responsible for providing is the stand out risk for this mission. The risk relates to the financial burden of providing expensive ad hoc care for people leaving hospital.
8. The risk is well controlled with further partnership working planned as additional mitigation.

### **We are Safe**

9. The rate of re-referrals into Children's Services is a measure of how effective the work of those services are. Despite increases in the rate in

recent months, the current rate is below the Council's expected rate (17-19%).

10. This positive performance indicates strong practice in step down arrangements. Wiltshire's re-referral rate is lower than comparative local authorities (24%). Council teams also monitor repeat contact rates (those not progressing to assessment) and undertake routine dip sampling activity which ensures that the right people are getting the right support.
11. The percentage of Section 42 outcomes met within time scale remains high is evidence that demand into social care via the Advice and Contact Team is effectively managed and done so in a timely way. That demand is either resolved at this first point of contact or by being passed to a more appropriate team.
12. There are three high level risks for this mission on the Strategic Risk Register. All three relate, in different ways, to the provision of appropriate and timely social care.
13. The most critical of these is a failure of the social care market. With an additional economic pressure this risk is seen as likely to become an issue. There is some additional mitigation planned in terms of commissioning more social care but the impact of this is yet to be evaluated.

### **We Live Well Together**

14. The overall number of looked after children placed more than 20 miles from home is very small. In the most recent quarter, the number increased by fewer than 10. Of that increase, 86% were young people who were placed beyond that 20-mile range but still within the county boundary meaning it is easier to offer them the correct level of support.
15. The risk of failing to help support refugees to integrate into Wiltshire society is scored as low and is highly controlled with well-established processes in place.

### **We ensure decisions are evidence-based**

16. There were no neighbourhood plan referendums or unitary byelections in Q1.
17. When looking at the figures for previous polls it is important to consider that voter turnout in local polls is historically lower than in for larger elections. Promoting higher voter turnout, reflecting that voting is a personal choice, is seen as reflective of positive democracy.
18. Based on best practice and academic study the Council will consider (where it is within its control) the impact of timing, access and communication (including an educational aspect of the benefits of voting, focus where appropriate on hard-to-reach groups and trying to communicate where we might expect the biggest impact) to increase voter turnout.

19. None of the nine service-identified risks that link directly to this mission have a large enough impact to be elevated to the Strategic Risk Register.

### **We have the Right Housing**

20. The rise in the number of families living in temporary accommodation is in part due to the pandemic response. During the pandemic, the Council followed government guidance to clear temporary accommodation and, as a result, the Council offered direct lets to clients in temporary accommodation which significantly reduced the numbers. The Council is now seeing a monthly average of around 80 clients in temporary accommodation.
21. However, the number of homeless applications triggered has doubled since April 2020, from 105 a month to 379 in June 22 so although TA is showing a slight decrease this does not reflect the increasing demand on homelessness services.
22. In March 2022, the Council had 98 clients in temporary accommodation, this equates to 0.45% per 100,000 of the population, which is excellent compared to other local authorities in the South West. The regional average is 1.59% per 100,000, with Wiltshire therefore managing temporary accommodation extremely well based on increasing homeless demand.
23. Maintaining a low level in temporary accommodation is also important for the council as if demand exceeds the places available the costs will be extensive and have to be found from other parts of the services.
24. Increased demand is also reflected when looking at the numbers on the housing register. Pre-COVID, the Council was receiving around 450 online applications a month. In June 2020, this reached 952 online applications received, and has remained at a monthly average of around 800. This is nearly a 50% increase in online applications which has resulted in a steady increase of clients joining the housing register.
25. This was mainly due to applicants' concerns about the COVID crisis: people worried about jobs, their business, being asked to leave by family and friends, and sharing accommodation became a health concern. More recently, it is connected to resident's concerns around the cost of living, recession and inability to find affordable alternative accommodation in the private sector.
26. As part of the Council's restructure of housing teams and new way of working, from 15 August 2022, anyone who would like to make an online application would first need to speak with a Housing Caseworker who will provide individual tailored advice and determine if applying on the housing register is the right option for them. Customers will no longer have the ability to just apply on line as it needs to be ensured that they are aware of our limited supply of social housing and that only those with a confirmed housing need will be offered the option to make a housing application.

27. Housing risks relate to both the potential for an increase in demand and the Council's ability to influence the housing market.
28. Planned activity to reduce risks against this mission include the use of Housing Perseveration Grants to build prevention teams to help avoid homelessness, a plan to update Wiltshire's five-year housing land supply within an updated Local Plan and the employment of a new Chief Planning Officer.

### **We have the Right Skills to Prosper**

29. Both measures of employment show positive progress.
30. The unemployment rate equates to 2.1% in Wiltshire which compares favourably with 2.6% across the South West and 3.8% in England as a whole.
31. The youth claimant rate also shows positive progress heading below the pre-pandemic level of 3.2%.
32. None of the 13 service identified risks that link directly to this mission have a large enough impact to be elevated to the Strategic Risk Register.

### **We have Vibrant, Well-Connected Communities**

33. The use of public transport indicator shows that passenger numbers continue to grow slowly in Wiltshire. Growth in the use of concessionary passes lags the wider growth in bus use.
34. The Council will be taking part in the national *Catch the Bus Month* in September with a view to further prompting public transport use across Wiltshire.
35. None of the 19 service identified risks that link directly to this mission have a large enough impact to be elevated to the Strategic Risk Register.

### **We Take Responsibility for the Environment**

36. The overall amount of waste produced per household has fallen in the last year by 1.6%.
37. The proportion of residual waste (that gets sent to landfill) is up by one percentage point on the previous year. Typically, the only waste sent to landfill are bulky items collected at the kerbside that are unsuitable for waste treatment, and residual waste from HRCs which includes bulky items.
38. None of the 36 service identified risks that link directly to this mission have a large enough impact to be elevated to the Strategic Risk Register.

## **We are on the path to Carbon Neutral (Net Zero)**

39. The scale of the measures around carbon emissions means that they are only measured annually and that there can be significant time lags between the point of measurement and reporting.
40. The role of the pandemic can be clearly seen in the results as activity fell in 2020, so did both the Council's and the County's carbon output. In the case of the Council there has been a rise in the carbon output in the most recent year but not to the levels seen pre-pandemic.
41. Activity to reduce, and help reduce, carbon output continues and each directorate has been supporting the development of the climate strategy delivery plans that are due to be published by the end of September.
42. The risk to the Council's ambition to be carbon neutral by 2030 is currently ranked as low and well controlled. Plans and strategies are being developed and all services are engaged.

This page is intentionally left blank



## Wiltshire Council

### Overview and Scrutiny Management Committee

21 September 2022

---

#### Task Group Update

#### 1. Swindon and Wiltshire Local Enterprise Partnership (SWLEP) Joint Scrutiny Panel

##### Membership

##### **Wiltshire Councillors:**

Cllr George Jeans

Cllr Ian Thorn

Vacancy

##### **Swindon Borough Councillors:**

Cllr Steve Heyes

Cllr Dan Smith

Cllr Junab Ali

##### **Business Representatives**

Andrew Hogben

Vacancy

Vacancy

*Supporting officer: Ceri Williams*

##### Terms of Reference

The terms of reference for the Joint Scrutiny Panel are quite lengthy and therefore not included in full here, however, an extract detailing the purpose of the panel is included below (*paragraph numbering from the terms of reference*):

(9.) This Panel will act as a critical friend, developing an overview of strategies and plans and providing independent scrutiny of the work of the LEP Board. It is an essential element of assuring democratic accountability for the use of public funds.

(10.) The objective is to make constructive recommendations for how future decisions of the LEP can be effectively implemented.

(11.) The Panel will not have the power to delay the SWLEP's decisions but it will be able to make recommendations for improvement to the SWLEP's decision making process and will be able to make its conclusions public.

## Recent activity

- The Task Group has not met since the last meeting of the Committee.
- The LEP is currently considering the future type of scrutiny it wishes to commission. When the LEP incorporated as a limited company in January 2019, government funding constituted 90% of total income; this year (22-23) the figure is circa 30%. It is anticipated that any future government funding will reduce further.
- The LEP has committed to provide an update on its future scrutiny plans in the next few weeks. Any proposed changes to arrangements will be communicated to the Chair/Vice Chair of the Committee and reported to Committee, as appropriate.

## **2. Evolve Programme Task Group**

*Supporting officer: Ceri Williams*

### Membership

Cllr Joh Hubbard (Chair)  
Cllr Dr Monica Devendran  
Cllr Ruth Hopkinson  
Cllr Horace Prickett  
Cllr Mark Verbinnen  
Cllr Mary Webb

### Background

The Evolve programme will involve the procurement and implementation of a new Cloud-based Enterprise Resource Planning (ERP) system for the council. The programme will impact on the work of all staff at the council in respect of HR, finance, procurement and payroll processes. It will look to modernise technology and standardise business processes, improving efficiencies for core activities that are undertaken across the council, supporting their adoption through a comprehensive in-house business change and training effort, and will deliver improved data, insights and reporting capabilities.

### Terms of Reference (TOR)

- a) To provide efficient, effective scrutiny engagement on the council's Evolve programme under the direction of OS Management Committee.
- b) To receive periodic updates on the Evolve programme and scrutinise delivery of its key three objectives for the council, covering:
  - Organisational insight
  - Developing a flexible high-performance culture
  - Transforming business processes and digital technology

- c) To meet quarterly as standard, unless there is a temporary need to meet more frequently or at a specific project milestone
- d) To report findings and recommendations as appropriate to OS Management Committee following each task group meeting.

#### Recent activity

- The task group meets quarterly has not met since the last Committee meeting. Its next meeting is scheduled for 30 September 2022.

### **3. Financial Planning Task Group**

*Supporting Officer: Simon Bennett*

#### Membership

Cllr Gavin Grant (Vice-chair)  
Cllr George Jeans  
Cllr Gordon King  
Cllr Charles McGrath  
Cllr Bill Parks  
Cllr Pip Ridout (Chair)  
Cllr Elizabeth Threlfall

#### Background

The Financial Planning Task Group (FPTG) is a standing task group reporting to the Overview and Scrutiny Management Committee.

#### Terms of reference

- 1) To review the Medium-Term Financial Strategy (4-year financial model).
- 2) To review the approach and robustness of the council's capital, debt, and revenue financial planning regime.
- 3) To help develop the approach to the annual budget setting cycle.
- 4) To review the specific contribution of overview and scrutiny in the annual budget setting cycle with a focus upon outcomes.
- 5) To undertake periodic budget monitoring including reviews of key midyear trends and developments and to ensure that these are considered when updating the Financial Plan.
- 6) To, where it materially affects the council's overall financial position, to consider the council's:

- a) approach to strategic procurement
  - b) major or financially significant contracts
  - c) financial investment in, and liability to, its wholly owned subsidiaries.
- 7) To work under the direction and guidance of the Management Committee and report regularly to the Cabinet Member, Management Committee and select committees (as appropriate) on its work and findings and to make any necessary referrals.

#### Recent activity

A report updating on the task group's activity appears elsewhere on this agenda.

#### Proposals

1. **To note the update on activity provided.**

---

Report authors:

Henry Powell, Democracy and Complaints Manager, [committee@wiltshire.gov.uk](mailto:committee@wiltshire.gov.uk)

## Overview and Scrutiny Management Select Forward Work Programme

Last updated 20 September 2022

<b>Overview and Scrutiny Management Committee – Current / Active Task Groups</b>		
<b>Task Group</b>	<b>Start Date</b>	<b>Final Report Expected</b>
Financial Planning Task Group	October 2013	Standing
Swindon and Wiltshire Joint LEP Panel	December 2021	Standing
Evolve Programme Task Group	December 2014	
Asset Transfer Policy Rapid Scrutiny Exercise	March 2022	September 2022

<b>Overview and Scrutiny Management Select – Forward Work Programme</b>			Last updated 20 September 2022		
<b>Meeting Date</b>	<b>Item</b>	<b>Details / Purpose of Report</b>	<b>Corporate Director and / or Director</b>	<b>Responsible Cabinet Member</b>	<b>Report Author / Lead Officer</b>
15 Nov 2022	Financial Planning Task Group Update	To receive an update on the work of this task group, which leads overview and scrutiny engagement on finance.	Andy Brown	Cllr Nick Botteril	Simon Bennett
15 Nov 2022	Management Committee Task Group update		Perry Holmes		Henry Powell
15 Nov 2022	Forward Work Programme		Perry Holmes		Henry Powell
15 Nov 2022	Finance, corporate resources and organisational scrutiny – 6 month review	To review the effectiveness of the changes to arrangements agreed by OS Management Committee on 19 May 2022 and agree adjustments as appropriate.	Andy Brown	Cllr Nick Botterill	Henry Powell
24 Jan 2023	Wiltshire Council's Financial Plan Update 2022-2023 and Medium Term Financial Strategy 2022-2027	A report from the Chief Executive and the Director of Finance on the Council's Financial Plan Update for 2022-2023 and Medium Term Financial Strategy 2022-2027.	Andy Brown, Lizzie Watkin	Cllr Nick Botterill	Lizzie Watkin

# Children's Select Committee - FWP - September 2022

Last Updated 9 SEPTEMBER 2022

Page 111

<b>Children's Select Committee – Current / Active Task Groups</b>		
<b>Task Group</b>	<b>Start Date</b>	<b>Final Report Expected</b>
<p><b>Fostering Excellence</b> To identify:</p> <ul style="list-style-type: none"> <li>a. how the effectiveness of the Fostering Excellence project will be measured and reported;</li> <li>b. how the benefits to children in care being placed with in-house carers (receiving enhanced training / support as part of Fostering Excellence) will be measured and reported;</li> <li>c. best practice across the country for recruitment and retention of in-house foster carers, as well for anticipating demand (needs / demand modelling)</li> </ul>	18 January 2022	November
<p><b>Business Plan Metrics Task Group</b> As agreed at the Children's Select Committee on 19 January 2022 – to review the metrics to be included in the Business Plan for measures linked to the remit of the committee</p>		
<p><b>Business Plan – service plans</b> As agreed at the Children's Select Committee on 19 January 2022 – to review the service plans supporting the Business Plan linked to the remit of the committee</p>	After the Business Plan metrics tg	
<p><b>Children and Young People's Mental Health</b> This will follow on from the work of the CAMHS task group but the terms of reference will be reviewed to ensure a more holistic approach.</p>	tbc	
<p><b>Families and Children's Transformation (FACT)</b> To scrutinise the impact and effectiveness of the FACT programme, whilst ensuring that the voice of the child is embedded in the FACT programme.</p> <p>Areas to focus on (based on the debate and areas for continuing improvement that were highlighted in the</p>	After briefing to CSC	

report) are detailed in the minutes of the CSC meeting on 19 January 2021.		
May link to the Getting to Outstanding items to committee and briefing.		
<p><b>Youth provision and youth service funding</b></p> <p><b>Area Board youth service funding</b></p> <p>To understand what the differences are (and why) in allocating youth funding and to determine whether the eligibility criteria and assessment / approval process are still relevant (where possible compare with other local authorities) and ensure clear “best practice” / guidelines.</p> <p><b>Youth Provision – gap analysis</b></p> <p>To consider the outcome of the Youth provision gap analysis undertaken (referred to in the Covid-19 update to Cabinet, 1 December 2020) and establish whether further scrutiny (e.g. task group) would be beneficial to ensure that demand / needs are met where possible and also that people are aware of the provision (effective promotion).</p> <p><b>NB</b> link with Youth Voice team’s work</p> <p>To develop consistency across the 18 area boards in terms of allocating youth funding and eligibility criteria.</p>	tbc	
<p><b>Access to Post-16 education</b></p> <p>To establish a clear picture of post-16 education provision available to young people in Wiltshire and availability of / options for transport to access that provision.</p> <p>NB – may link to follow up work from the Youth Transport Task Group’s final report.</p>	(tie in with academic year)	

<b>Children’s Select Committee - Rapid Scrutiny</b>		
<b>Topic</b>	<b>Details</b>	<b>Date</b>
SEND provision – data set	tbc	
High needs block funding	To review the current processes and explore whether there would be value added in establishing a task group to consider options to manage pressures on high needs block budget whilst	



	providing the most appropriate support at the earliest opportunity.	
Health Outcomes and meeting health needs	To explore how the council can best scrutinise what partners (and providers) are doing to provide health outcomes for Wiltshire children, this would include establishing what the current scrutiny by the council is (including information on the current and planned work on this topic of the Safeguarding Vulnerable People Partnership).	Date tbc

Children's Select Committee - FWP - March 2022			Last updated 7 MARCH 2022		
Meeting Date	Item	Details / Purpose of Report	Associate Director	Responsible Cabinet Member	Report Author / Lead Officer
<b>For consideration by the Standing Task Group.</b>					
	Corporate Parenting bi-annual report	March (brief update) October / November (annual report)			
	Adoption	Annual item.  To receive information on adoption from the following sources:  Local authority's performance report with regards to adoption (statutory requirement that regular assurance reports are provided regarding the Council's responsibility for the adoption of children); Adoption West joint scrutiny panel's annual report.			
	Safeguarding Vulnerable People Partnership	To receive annual report from the partnership presenting work in the past year and priorities / objectives for the year ahead.			

<b>Children's Select Committee - FWP - March 2022</b>			Last updated 7 MARCH 2022		
<b>Meeting Date</b>	<b>Item</b>	<b>Details / purpose of report</b>	<b>Associate Director</b>	<b>Responsible Cabinet Member</b>	<b>Report Author / Lead Officer</b>
	Performance monitoring reports	To receive performance monitoring reports on the overall service, likely to be June (to consider the year-end data from the previous year) then January meetings.			
	Traded Services - annual report (November 2022)	To receive the second traded services annual report - this should be linked with the Standing Task Group meeting on 4 January 2022	Helean Hughes (Director - Education and Skills)	Cllr Laura Mayes	Paul Redford
<b>Information briefings</b>					

Children's Select Committee - FWP - March 2022			Last updated 7 MARCH 2022		
Meeting Date	Item	Details / purpose of report	Associate Director	Responsible Cabinet Member	Report Author / Lead Officer
	Information briefing - employment and apprenticeship	<p>To receive information on:</p> <ul style="list-style-type: none"> <li>• NEET (not in education, employment or training) numbers in Wiltshire – including national figures for comparison (ons)</li> <li>• Take up / outcome of the NEET government scheme in Wiltshire and nationally</li> <li>• Current number of apprentices in Wiltshire and schemes in place, including Wiltshire Council</li> <li>• Services in place / support available in Wiltshire to help young people move towards work, education or training e.g. Wiltshire Council's Employment and Skills (Work Wiltshire), programmes such as Building Bridges, etc.</li> </ul>			

Children's Select Committee - FWP - March 2022			Last updated 7 MARCH 2022		
Meeting Date	Item	Details / purpose of report	Associate Director	Responsible Cabinet Member	Report Author / Lead Officer
	Information briefing - Alternative Educational Provision	To receive information on processes followed and options available in Wiltshire, including information on the Service Level Agreement for funding delegated to secondary schools to support learners at risk of exclusion. Anticipated to be a shorter briefing (30 minutes).			
	Information briefing - Demand modelling for children services	To develop some awareness of the work undertaken, common factors that drive demand, how to anticipate impact and volume – informing members of the complexities of managing and anticipating demand. Once this briefing has been delivered there may be further updates on specific demand analysis.			Tamsin Stone
	Information briefing - FACT (Families and Children Transformation Programme): the journey so far	There is also a proposed task group and agenda item Timeline – late September, October for the briefing and November for agenda item.	Martin Davis (Director - Families and Children)		

Children's Select Committee - FWP - March 2022			Last updated 7 MARCH 2022		
Meeting Date	Item	Details / purpose of report	Associate Director	Responsible Cabinet Member	Report Author / Lead Officer
	Information briefing - Family Learning Service	To raise awareness of the service and the support it offers to families. Anticipated to be a shorter 30 minutes briefing.			
	Information briefing - learning from Covid-19	To inform members on the lessons learnt from Covid on how some of the mitigations or new ways of working implemented to manage the pandemic could be adapted for ongoing use to improve the efficiency/productivity of the service (This potentially could be an agenda item at some point as well). NB the briefing should be linked to a presentation from Wiltshire CIL to Health Select Committee and work undertaken by Wiltshire Parent Carer Council.			
	Information briefing - MASH and early support	September / October 2021			
	Information briefing - School Funding	Yearly briefing ahead of consideration of the budget.			
	Information briefing - school improvement programme	Linked to agenda item - briefing in November	Helean Hughes (Director - Education and Skills)		

<b>Children's Select Committee - FWP - March 2022</b>			Last updated 7 MARCH 2022		
<b>Meeting Date</b>	<b>Item</b>	<b>Details / purpose of report</b>	<b>Associate Director</b>	<b>Responsible Cabinet Member</b>	<b>Report Author / Lead Officer</b>
	Information briefing - SEND provision: See the person not the disability	To understand SEND and provision by the council (including awareness of funding). This briefing would underpin future scrutiny work (proposed rapid scrutiny) on SEND provision and High Needs block funding.			
	Information briefing - Young Carers in Wiltshire	This briefing could inform the scope of a potential task group or rapid scrutiny – to consider how to best promote the service and ensure that Young Carers and their families are aware of and access the support on offer.	Helen Jones (Director - Joint Commissioning)		
<b>Standing items (at all meetings)</b>					
	DfE Changes - Update from Department for Education	A report presenting an update on developments relating to children's services arising from the Department for Education.	Lucy Townsend (Corporate Director - People)	Cllr Laura Mayes	Nicola McCann

<b>Children's Select Committee - FWP - March 2022</b>			Last updated 7 MARCH 2022		
<b>Meeting Date</b>	<b>Item</b>	<b>Details / purpose of report</b>	<b>Associate Director</b>	<b>Responsible Cabinet Member</b>	<b>Report Author / Lead Officer</b>
	School Ofsted Judgements	A report which includes information regarding the most recent Ofsted Inspection reports. It will provide an ongoing view of the effectiveness of schools as seen by Ofsted Inspection.	Lucy Townsend (Corporate Director - People)	Cllr Laura Mayes	Louise Lewis
	Update from Wiltshire Youth Voice Representative	An update including a summary of recent activities of the Wiltshire Youth Union (WYU), the Youth Safeguarding Board (YSB) and the Children in Care Council (CiCC).	Lucy Townsend (Corporate Director - People)	Cllr Laura Mayes	Gary Binstead
<b>Agenda item – date to be set</b>					
	Pupil Performance in Public Tests and Examinations	Provides an annual overview of pupil performance at the end of each key stage and compares Wiltshire's attainment with national, south west and statistical neighbours.			



<b>Children's Select Committee - FWP - March 2022</b>			Last updated 7 MARCH 2022		
<b>Meeting Date</b>	<b>Item</b>	<b>Details / purpose of report</b>	<b>Associate Director</b>	<b>Responsible Cabinet Member</b>	<b>Report Author / Lead Officer</b>
	Child Poverty	To receive a report presenting figures / data for child poverty in Wiltshire (compared to national figures) and the services / provision in place to address this in Wiltshire, either delivered / supported by the council or third sector (that the council is aware of).			
	School Improvement Programme	As agreed at the 10 March 2020 meeting (schools Ofsted judgments) to receive a report on implementation / progress of the school improvement programme. (NB with pre-meeting briefing as well)			

Children's Select Committee - FWP - March 2022			Last updated 7 MARCH 2022		
Meeting Date	Item	Details / purpose of report	Associate Director	Responsible Cabinet Member	Report Author / Lead Officer
	Youth Transport (including SEND)	<p>Update following task group's work and executive response - National Bus Strategy and any decision or progress regarding a single "Wiltshire Youth Card"</p> <p>.</p> <p>To include input from the council's review of transport services for children and young people with SEND (commissioning team).</p> <p>NB – may link to the proposed Access to Post-16 education task group</p>			
	Outdoor education	Update following task group's work and executive response (CSC 10 March 2021)			

Children's Select Committee - FWP - March 2022			Last updated 7 MARCH 2022		
Meeting Date	Item	Details / purpose of report	Associate Director	Responsible Cabinet Member	Report Author / Lead Officer
	FACT update	<p>Following consideration of update on 10 March 2020:</p> <p>Request an update for March 2021. The Chair and Vice-chair will identify specific areas for update from the report considered today and inform officers accordingly. The update should include more figures for improved outcome for young people and also figures on savings / costs avoided to demonstrate the impact of the FACT programme.</p> <p>For example number of Five to Thrive champions trained, outcome / learning from the Multi-Agency Use of CMS, outcome of performance reviews, etc.</p>	Lucy Townsend (Corporate Director - People)	Cllr Laura Mayes	
	Early Years and Childcare Standards Annual Report	To receive a report detailing local authority standards for early years and pre-school provision including sufficiency (which is a statutory duty), pupil outcomes and Ofsted grades.			

This page is intentionally left blank

## Health Select Committee Forward Work Programme

Last updated 7 SEPTEMBER 2022

<b>Health Select Committee – Current / Active Task Groups</b>			
<b>Task Group</b>	<b>Details of Task Group</b>	<b>Start Date</b>	<b>Final Report Expected</b>
Accident and Emergency Patient Handover System Enquiry Day		Autumn 2022	TBC

Health Select Committee – Forward Work Programme			Last updated 7 SEPTEMBER 2022		
Meeting Date	Item	Details / Purpose of Report	Corporate Director and / or Director	Responsible Cabinet Member	Report Author / Lead Officer
1 Nov 2022	Wiltshire Care Homes Alliance Update	Update following the launch of the new alliance.	Helen Jones (Director - Procurement and Commissioning)	Cllr Jane Davies	Helen Jones
1 Nov 2022	Learning Disability and Autism Board	Update on the work of the Learning Disability and Autism Board	Lucy Townsend (Corporate Director - People)	Cllr Jane Davies	Lucy Townsend
1 Nov 2022  Potential rapid scrutiny exercise before Cabinet decision (29 November 2022)	Market Sustainability Plan	<p>To seek ratification from Cabinet of Wiltshire Council's provisional Market Sustainability Plan.</p> <p>The Plan will assess and demonstrate how the council will ensure its local care market is sustainable, as the Council moves towards implementing reform.</p> <p>The Plan will assess the impact of care home and home care fees and risks to the market and the impact of the introduction of Section 18(3) of the Care Act.</p>	Helen Jones (Director - Procurement and Commissioning)	Cllr Jane Davies	Cate Mullen

Health Select Committee – Forward Work Programme			Last updated 7 SEPTEMBER 2022		
Meeting Date	Item	Details / purpose of report	Associate Director	Responsible Cabinet Member	Report Author / Lead Officer
1 Nov 2022	Day Opportunities Update	Committee update following the launch of the open framework.	Helen Jones (Director - Procurement and Commissioning)	Cllr Jane Davies	Helen Jones
TBC  Potential briefing for the HSC chair before Cabinet on 29 November 2022	Commissioning Pathway 2 Beds	Commissioning update.	Helen Jones (Director - Procurement and Commissioning)	Cllr Jane Davies	Helen Mullinger
18 Jan 2023	Mental Health and Community Transformation	Update on the mental health and community transformation programme.	Lucy Townsend (Corporate Director - People)	Cllr Jane Davies	Lucy Townsend
16 Mar 2022	Avon and Wiltshire Mental Health Partnership (AWP) Transformation Programme	Overview of AWP's Transformation Programme and associated opportunities for Wiltshire.	Lucy Townsend (Corporate Director - People)	Cllr Jane Davies	Dominic Hardisty

<b>Health Select Committee – Forward Work Programme</b>			Last updated 7 SEPTEMBER 2022		
<b>Meeting Date</b>	<b>Item</b>	<b>Details / purpose of report</b>	<b>Associate Director</b>	<b>Responsible Cabinet Member</b>	<b>Report Author / Lead Officer</b>
18 Jan 2023	Long Covid Support Service	An update from Wiltshire Health & Care on their work to provide support to Wiltshire residents experiencing 'long Covid'.	Lucy Townsend (Corporate Director - People)	Cllr Jane Davies	Douglas Blair



## Environment Select Committee Forward Work Programme

Last updated 1 SEPTEMBER 2022

Environment Select Committee - Current / Active Task Groups		
Task Group	Start Date	Final Report Expected
Global Warming and Climate Emergency Task Group	May 2019	TBC

Environment Select Committee - Rapid Scrutiny		
Topic	Details	Date

Page 129

<b>Meeting Date</b>	<b>Item</b>	<b>Details / purpose of report</b>	<b>Associate Director</b>	<b>Responsible Cabinet Member</b>	<b>Report Author / Lead Officer</b>
8 Nov 2022	Private sector renewal strategy	As discussed at the ESC- Executive meeting on 9 September 2021 on the housing portfolio to provide a report on the strategy.	Emma Legg (Director – Ageing & Living Well)	Cllr Phil Alford	Nicole Smith (Head of Housing)
8 Nov 2022	Review of registered housing providers	As discussed at the ESC- Executive meeting on 7 September 2021 on the housing portfolio. To receive a report on registered providers of affordable housing, shared ownership and rental housing.	Simon Hendey (Director - Housing and Commercial)	Cllr Phil Alford	Richard Walters (Head of Service – Major Projects)
8 Nov 2022	Update on the Homeless Strategy 2019-2024	As resolved by at the ESC meeting on 3 September 2019 the select committee to receive an update on the Homeless Strategy (delayed due to the pandemic)	Emma Legg (Director – Ageing & Living Well)	Cllr Phil Alford	Nicole Smith (Head of Housing)
8 Nov 2022	Climate Emergency task group	To receive an update from the task group regarding activity and its forward work plan			Cllr Graham Wright  Simon Bennett (Senior Scrutiny Officer)

<b>Meeting Date</b>	<b>Item</b>	<b>Details / purpose of report</b>	<b>Associate Director</b>	<b>Responsible Cabinet Member</b>	<b>Report Author / Lead Officer</b>
Jan 2023 (tbc)	'Heritage' app; 'What's on in Wiltshire' app	September 2021 on the arts, heritage and tourism portfolio a report to be provided detailing the development of two tourism apps.	Parvis Khansari (Corporate Director Place)	Cllr Richard Clewer	Victoria Moloney (Head of Economy & Regeneration)
Jan 2023 (tbc)	Broadband	As discussed at meeting with the Cabinet Member 6 May 2022 the select committee to receive a report about broadband roll out in the county.	Parvis Khansari (Corporate Director Place)	Cllr Richard Clewer	Victoria Moloney (Head of Economy & Regeneration)
Jan 2023 (tbc)	Wiltshire Marque	As discussed at meeting with the Cabinet Member the select committee to receive a report about the 'Wiltshire Marque' for produce.	Parvis Khansari (Corporate Director Place)	Cllr Richard Clewer	Victoria Moloney (Head of Economy & Regeneration)
Jan 2023 (tbc)	Climate Emergency task group	To receive an update from the task group regarding activity and its forward work plan			Cllr Graham Wright  Simon Bennett (Senior Scrutiny Officer)
March 2022 (tbc)	Homes 4 Wiltshire	As discussed at the ESC-Executive meeting on 9 September 2021 on the housing portfolio to provide an update on Homes for Wiltshire.	Emma Legg (Director – Ageing & Living Well)	Cllr Phil Alford	Nicole Smith (Head of Housing)

Meeting Date	Item	Details / purpose of report	Associate Director	Responsible Cabinet Member	Report Author / Lead Officer
March 2023 (tbc)	Libraries Development	As discussed at the ESC-Executive meeting on 24 September 2021 on the leisure and libraries portfolio to provide an update on the development of the council's library service.	David Redfern (Assistant Director Leisure Culture and Communities)	Cllr Ian Blair Pilling	
March 2023 (tbc)	Leisure Services Insourcing	As resolved at the select committee meeting on 9 November 2021, the committee will receive a further update be that includes financial information and membership trends. It will also review operating leisure facilities on public holidays.	David Redfern (Assistant Director Leisure Culture and Communities)	Cllr Ian Blair Pilling	
March 2022 (tbc)	Climate Emergency task group	To receive an update from the task group regarding activity and its forward work plan			Cllr Graham Wright  Simon Bennett (Senior Scrutiny Officer)
June 2023 (tbc)	Wiltshire Towns Programme	As resolved at the select committee meeting on 14 June 2022, the committee will receive a further update.	Parvis Khansari (Corporate Director Place)	Cllr Richard Clewer	Victoria Moloney (Head of Economy & Regeneration)

<b>Meeting Date</b>	<b>Item</b>	<b>Details / purpose of report</b>	<b>Associate Director</b>	<b>Responsible Cabinet Member</b>	<b>Report Author / Lead Officer</b>
June 2023 (tbc)	Active Travel	As resolved at the select committee meeting on 14 June 2022, the committee will receive a further update.	Peter Binley (Acting Director of Highways and Transport)	Cllr Dr Mark McClelland	
June 2023 (tbc)	Climate Emergency task group	To receive an update from the task group regarding activity and its forward work plan			Cllr Graham Wright  Simon Bennett (Senior Scrutiny Officer)
tbc	National Park action plan	Partnership arrangement with the National Park and joint action plan.	Parvis Khansari (Corporate Director Place)	Cllr Nick Botterill	Georgina Clampitt-Dix (Head of Spatial Planning)
tbc	Climate adaptation	To receive a report outlining the actions the council is taking to adapt to climate and ecological change	tbc	tbc	tbc
tbc	Gypsy & Traveller Plan	To receive the Gypsy and Traveller plan.		Cllr Nick Botterill	Georgina Clampitt-Dix (Head of Spatial Planning)
tbc	LHFIG Review	To receive a update report on the implementation of the Local Highway & Footway Improvement Groups (LHFIG)	Peter Binley (Acting Director of Highways and Transport)	Cllr Dr Mark McClelland	Dave Thomas (Head of Highways Asset Management & Commissioning)

tbc	Passenger Transport service update and future developments	As resolved at the select committee meeting on 14 June 2022, the committee will receive a further update.	Peter Binley (Acting Director of Highways and Transport)	Cllr Dr Mark McClelland	Jason Salter (Head of Service Passenger Transport)
-----	--	---	--	-------------------------	--

<b>Information briefing</b>				
<b>Meeting Date</b>	<b>Item</b>	<b>Details / purpose</b>	<b>Associate Director</b>	<b>Responsible Cabinet Member</b>
tbc	Environment Act 2021	To receive a (series of) briefing regarding the implications of the Environment Act.		