

## Wiltshire Council

### Cabinet

7 February 2017

---

#### Item 10 (b) – Wiltshire Council Financial Plan – Administration Amendment

##### Amendments to Budget

Subject to Cabinet approving these amendments, the proposals will then be considered at Overview and Scrutiny Management Committee on the 14<sup>th</sup> February 2017.

Following various discussions as set out below since the Medium Term Financial Plan and 2017/18 Budget was published a number of changes have been discussed and considered by the Conservative Group. As a result, the following amendments are to be moved by Baroness Jane Scott of Bybrook, OBE – Leader of Wiltshire Council:

- ***Investment***

**i) Visit Wiltshire – to limit the reduction in the grant funding to £50,000:**

- The current proposals identified a £100,000 reduction in the grant to Visit Wiltshire. Following a further review of the contract, the work schedule of Visit Wiltshire and discussions around their accounts and reserves, it has been agreed that the reduction will be limited to £50,000 in order that they can carry out work over the next 12 months to continue attracting visitors to the County. Further discussions will carry on with Visit Wiltshire and other stakeholders as to future years funding.

**ii) Wiltshire Parent Carers Council (WPCC), increase investment by £50,000:**

- The scale of Parent Carers covered in Wiltshire is six times the national average. The team sends weekly communication to over 2,500 parent carers, and a significant number of professionals, ensuring that people are aware of all information about Special Educational Needs and Disabilities (SEND), and the full range of services and activities open to them. The additional £50,000 will enable the employment of another full time member of staff employed by WPCC (extending the times when the phone line can be operational) and would allow running of additional information and support sessions for Carers and professionals.

**iii) Extend the opening hours at Salisbury (Churchfields), Chippenham (Stanton St Quintin) and Trowbridge (Canal Road) Household Recycling Centres (HRCs) by one day per week from April to October by investing an additional £175,000:**

- Discussions and analysis of data relating to the county's HRCs has been ongoing since the introduction of permits last September and the ongoing discussions relating to the new contract. That analysis and negotiations, are still ongoing. However the latest visitor data, which was not available at the time of projecting the budget, suggests that at the three main sites in Salisbury, Chippenham and Trowbridge there is a need to increase investment to enable an additional opening day. This will enable a more regular flow of visitors, and ease any potential issues with traffic queueing on the highways.

**iv) Additional £100,000 investment in the development of staff:**

- In October to December 2016 the Council undertook a survey of staff satisfaction. The results were analysed and the first draft available at the end of January. A high percentage of staff completed the survey (65.7%). The main issues identified were that the staff results for those questions relating to availability of Learning and Development opportunities (questions 41 and 42) were significantly reduced over the previous 2014 scores, and were also lower than those recorded following the 2012 staff survey. Learning and development was also a key theme identified in feedback from the recent staff engagement forums. As a result, it is proposed to invest an additional £100,000, with a focus on improving our learning and development offer, including increasing access to coaching and a new mentoring programme, a programme of leadership and management development for aspiring and current managers and a continued focus on providing staff with access to quality learning and development resources to create a "my career is my asset" culture where staff actively take control of their own development.

**- Funding**

**v) Marketing and communications to find £175,000:**

- It is already proposed in 2017/18 to reduce marketing costs across the council by a further £200K. In addition it is now proposed that a further £175,000 will be saved in communications. The additional £175,000 savings in 2017/18 will be found from staff posts, not printing the Your Wiltshire magazine, further reduction in print costs and securing income through digital and other advertising opportunities.

**vi) To fund £200,000 of Preventative Property Maintenance from Whole Life Capital funding:**

- Revenue spend on maintaining Council buildings will always be required. However, with the Council's investment in new buildings and a reduction in the number of buildings it is possible to also look at reprioritising certain work and improving key integral assets, such as boilers, on a more planned practice. The Council has set aside £0.500 million in the Capital Programme for such whole life cycle costs. The proposal is that from 2017/18 that fund will be part used and part rolled forward to enable future works. As a result £200,000 of revenue works will be replaced by targeted and more efficient capital works.

**Financial Summary**

A Financial Summary is appended. This identifies that the proposals are self-balancing and thus as a whole do not impact on the net base budget proposed in the original paper to Cabinet.

**Monitoring Officer Comments**

The proposals contain a change in the opening hours for Household Recycling Centres. This is being considered as part of the proposals and any changes will be considered in accordance with the decision making framework. The proposals do not impact adversely on the statutory duties of the Section 151 Officer, or any of the other statutory requirements set out in the Cabinet report at Section 13.

**Head of Paid Service Comments**

As Head of Paid Service, I can confirm that officers have followed their usual independent advice.

The four budget amendments presented today have been considered for some time by the administration and officers and this is summarised in the paper from the Finance Director detailing the amendments

We are aware of the full details of the Administration's amendments as set out and consider the proposals are viable and deliverable, and do not impact adversely on the substantive motion as they would not change the net budget requirement, the level of Council Tax or reserves proposed.

## Appendix 1 - Administration (Conservative) 2017/18 – Proposed Budget Amendment Summary

| Revenue Budget:   |               |   |               | Capital Budget:   |               |  |               |
|---|---------------|---|---------------|---|---------------|--|---------------|
| Investment  | 2016/17<br>£m | Funding   | 2016/17<br>£m | Investment  | 2016/17<br>£m | Funding  | 2016/17<br>£m |
| 1. Visit Wiltshire - to amend the planned reduction and limit it to £50,000; thus reinvesting £50,000 of draft proposals in order to enable Visit Wiltshire to promote the County.  | 0.050         | A. By reducing staff posts, not printing the Your Wiltshire magazine, a further reduction in print costs and securing income through digital and other advertising opportunities.   | -0.175        | 1. As Revenue proposals aside see B. By managing the Property Preventative Maintenance budget to ensure that the planned programme of works focuses on capital improvement as appropriate to ensure longer life, it is possible to fund works from Capital. | 0.200         | i. Funded from the Capital whole life programme set within the current proposed capital programme. | -0.200        |
| 2. Extend the opening hours at Churchfields, Stanton St Quintin and Trowbridge Household Recycling Centres by 1 day. Following further review in January of traffic, tonnage, contract and public comments there remains a view that the current hours could lead to traffic queueing on the highway and as a result the three main HRCs will open for an extra day April 2017 to October 2017. | 0.175         | B. By managing the Property Preventative Maintenance budget to ensure that the planned programme of works focuses on capital improvement as appropriate to ensure longer life, it is possible to fund works from Capital. | -0.200        |   |               |  |               |
| 3. Wiltshire Parent Carers Council - employment of another full time member of staff (extending the times when the phone line can be operational) and would allow the running of additional information and support sessions for Carers and professionals.  | 0.050         |   |               |   |               |  |               |
| 4. The 2016 Staff Survey results were collated the end of January 2017 and identify that staff have identified the lack of development as being a key reason for turnover and lack of satisfaction. As a result the Administration propose to invest a further £0.1m into learning and development, alongside other investments in staff, including apprenticeships.                            | 0.100         |   |               |   |               |  |               |
|   |               |   |               |   |               |  |               |
| <b>Total invest</b>   | <b>0.375</b>  | <b>Total Funding</b>  | <b>-0.375</b> | <b>Total invest</b>   | <b>0.200</b>  | <b>Total Funding</b>   | <b>-0.200</b> |
| <b>Balance</b>  | <b>0.000</b>  |   |               | <b>Balance</b>  | <b>0.000</b>  |  |               |