

Meeting of:	Cabinet
Date of Meeting:	Monday, 22 November 2021
Relevant Scrutiny Committee:	Corporate Performance and Resources
Report Title:	Revenue Monitoring for the Period 1st April to 30th September 2021 and Revised Budget for 2021/22
Purpose of Report:	To gain Cabinet's approval for the amended revenue budget for 2021/22 and to advise Cabinet of the progress relating to revenue expenditure for the period 1st April to 30th September 2021
Report Owner:	Report of the Executive Leader and Cabinet Member for Performance and Resources
Responsible Officer:	Carys Lord Head of Finance/ Section 151 officer
Elected Member and Officer Consultation:	Each Scrutiny Committee will receive a monitoring report on their respective areas. This report does not require Ward Member consultation
Policy Framework:	This report is for executive decision by the Cabinet

Executive Summary:

The revenue position for 2021/22 will continue to be challenging for the Council both
operationally and financially due to the ongoing implications of the COVID-19 pandemic. This
impacts both as a result of incurring additional expenditure but also from a loss of income.
Confirmation has been received from Welsh Government that funding to cover some of the
issues will be received up to 31st March 2022.

- An efficiency target of £500k has been set for the year and services are working towards achieving their targets however it is currently anticipated that savings may not be fully achieved this year. There still remains some issues relating to unachieved savings targets from previous years.
- Adverse variances are being projected for some services this year and the use of reserves will be required to resolve these issues in the short term.
- The 2021/22 budget has been amended for internal transfers and technical adjustments. The overall total budget for the authority has not changed

Recommendations

- **1.** That the position with regard to the Authority's 2021/22 Revenue Budget be noted.
- **2.** The amended revenue budget for 2021/22 as set out in Appendix 1 be approved.
- **3.** That this report be referred to Corporate Performance and Resources Scrutiny Committee for consideration.

Reasons for Recommendations

- **1.** To inform Cabinet of the projected revenue outturn for 2021/22.
- **2.** To incorporate changes to the 2021/22 budget.
- **3.** To advise Members of financial position.

1. Background

1.1 Council on 10th March 2021 approved the revenue budget for 2021/22 (minute no c472). There is no approved drawdown from the Council Fund during 2021/22.

2. Key Issues for Consideration

Impact of Covid-19

- 2.1 The revenue position for 2021/22 will continue to be challenging for the Council both operationally and financially due to the ongoing implications of the COVID-19 pandemic. This has impacted both as a result of incurring additional expenditure but also from a loss of income.
- 2.2 Since March 2020, Welsh Government (WG) has provided financial support to cover additional expenditure incurred via the Local Authority Emergency Hardship Grant. For the period April to September 2021 the Council has claimed just over £6.7m. The table below shows the value of the grant claimed to date. WG has confirmed that this funding will continue until the end of the financial year however there will be changes to the criteria for the second half of the year, with some expenditure which was previously claimed now becoming ineligible as lockdown restrictions have been eased and services are returning to a more business as usual approach. The flat rate payments for Social Services provision and for void beds is also being reduced from September with a tapered approach, therefore the percentage claimed will reduce each month and by March the flat rate payments will have reduced to 10% of the current rate and voids to 12.5%.

Month	Grant Claimed £000	Items Disallowed £000	Grant Due £000	On Hold £000	Grant Received to Date £000
April	530	0	530	0	530
May	1,017	0	1,017	0	1,017
June	994	0	994	94	900
July	1,259	0	1,259	176	1,083
August	1,083	0	1,083	302	781
September	1,906	0	1,906	85	1,821
Total	6,789	0	6,789	657	6,132

- **2.3** The claim for April was lower than in May as payments to external Domiciliary providers and care home providers for beds filled, voids and lateral flow tests are made a month in arrears, once the data is received for the preceding month so the payments for April were claimed in May. The claim for September is higher as it includes 6 months claim for block booking beds in a local hotel.
- 2.4 The items on hold relate to Free Schools Meals.
- 2.5 In addition, WG have confirmed that they will be providing grant support to cover the loss of income for the financial year. A claim was submitted for quarter 1 with a value of £324k and the claim recently submitted for quarter 2 was for £293k.
- **2.6** The Council has processed the £735 payment in relation to the financial recognition for Social Care Workers scheme.
- **2.7** The impact of the COVID-19 pandemic will be discussed in further detail throughout this report.

Revised Budget 2021/22

- **2.8** At this time of the year the original budget is usually reviewed for any required adjustments and an amended budget is calculated. Appendix 1 to this report sets out the amended budget for 2021/22, together with the necessary adjustments to be made. These adjustments reflect charges for the use of capital assets, changes to inter-service recharges and transfers and pensions adjustments to comply with accounting standards. They have no overall effect on the net budget of the Council and are accounting adjustments largely outside the control of services.
- 2.9 There will be a change in the way in which the Social Services budgets are reported. Historically only the core management of Social Services has been shown under the Resource Management & Safeguarding heading with the remainder of the support staff of the division and care homes being recharged at year end to Adults and Children's Services. In order to reflect more accurately the actual budget position of the Resource Management & Safeguarding Service,

going forward the budget recharge to other parts of the service will not take place and the budget will now show the actual cost of that service.

Revenue Financial Position

2.10 The potential outturn is difficult to predict with the uncertainty as to how the pandemic will develop over the winter months and WG have now started to announce additional funding to support services. However, the table below details the amended budget and shows the position by service area based on current projections which will change as the year progresses. The unplanned use of reserves will be necessary in the short term and is currently projected to be around £2.7m.

	2021/22	2021/22	2021/22	Variance
Directorate/Service	Original Budget	Amended Budget	Projected	(+)Favourable (-) Adverse
Learning and Skills	£000	£000	£000	£000
Schools	98,509	98,509	98,509	0
Strategy, Culture, Community Learning & Resources	8,167	8,298	8,467	-169
Directors Office	233	233	233	0
Additional Learning Needs & Wellbeing	3,068	3,068	3,038	+30
Standards and Provision	3,844	3,846	3,813	+33
Unplanned use of Reserves	0	0	-106	+106
Social Services				
Children and Young People	17,700	16,909	17,510	-601
Adult Services	52,742	46,885	47,385	-500
Resource Management & Safeguarding	292	6,986	6,986	0
Youth Offending Service	707	707	707	0
Unplanned use of Reserves	0	0	-1,101	+1,101
Environment and Housing				
Neighbourhood Services & Transport	24,791	24,779	26,279	-1,500
Unplanned use of Reserves	0	0	-1,500	+1,500
Building/Cleaning Services	0	0	0	0
Regulatory Services	1,825	1,825	1,825	0
Council Fund Housing	1,420	1,439	1,439	0
Managing Director & Resources				
Resources	809	527	527	0
Regeneration	1,905	1,919	1,919	0

Development Management	1,110	1,116	1,116	0
Private Housing	1,043	1,044	1,044	0
General Policy	33,488	33,563	29,563	4,000
Transfer to Reserves	0	0	4,000	-4,000
Total	251,653	251,653	251,653	0

Learning and Skills

- **2.11** It is anticipated that the forecast for Learning and Skills at year end could be an overspend of £106k and therefore this will need to be funded from their reserves.
- 2.12 Schools It is anticipated that the schools will outturn in line with the revenue budget as any variances will either be met or carried forward through school reserves. Additional expenditure is still being incurred in schools in respect of COVID-19 and grant funding is being provided by WG via the Hardship grant.
- **2.13** Strategy, Culture, Community Learning & Resources It is currently projected that the budget will outturn with an adverse variance of £169k.

School Transport - This budget is currently projecting an overspend of £98k. Local Education Authorities have a statutory duty to provide free school transport for pupils of statutory school age who reside beyond walking distance to the nearest appropriate school in addition to a statutory duty to provide transport for pupils with additional learning needs who require access to specialist provision. The Council also provides discretionary support towards pupils in further education above the age of 16. The following overspends are currently projected: Primary £18k, Secondary £44k, Further Education £4k and ALN £82k. Post 16 travel is currently projecting an underspend of £50k but student numbers will not be confirmed until November/December. The increase in costs is due to a change in contract price for some routes and a change in catchment areas resulting in new and additional routes being established. If this overspend cannot be mitigated from savings within the Directorate throughout the year, it will be funded by a transfer from the Education Pressures Reserve at year end.

Strategy & Resources - This budget is predicted to outturn with an overspend of £25k. There is a £45k projected overspend against the ICT & Data Team and this has been partially offset by salary savings of £20k across other teams within the division.

Schools Non Delegated expenditure – This budget is projected to outturn with an adverse variance of £97k. There is an anticipated saving of £22k against the historic pension contributions budget. The 21st Century Schools transition expenditure for Barry Co-Ed in relation to safeguarding and salary protection is

expected to be in the region of £116k and funding will not be transferred from reserves to cover this spend. There are other small adverse variances of £3k.

Libraries - The service is currently projecting an underspend of £45k relating to staffing.

Adult Community Learning – The current outturn is projected to be an underspend of £6k. While there is reduced provision and class sizes in relation to COVID -19 restrictions, loss of income funding with be claimed from WG for the year.

- 2.14 Directors Office It is anticipated that this area will outturn on target.
- 2.15 Additional Learning Needs & Wellbeing This service continues to face significant pressures due to the increasing needs of pupils within the Vale, however, at the present time it is projected that the budget will outturn with a favourable variance of £30k. The Children's Placement budget is currently projected to underspend by £111k and a review of this position will continue as the year progresses. The Recoupment Income budget is projected to have an adverse of £13k. The Additional Learning Needs budget is projected to have an adverse variance of £94k with the main areas of overspend being the Early Year Provision, Inclusion Services and the Sensory Team.
- 2.16 Standards and Provision It is projected that this budget area will outturn with a favourable variance of £33k. There are staffing underspends of £82k mainly due to a number of vacancies, reduced working hours and a number of staff opting out of the pension scheme, with a further £5k relating to non staffing savings. Additional expenditure of £20k has been incurred in respect of work for the participation agenda, with £21k allocated for additional equipment for the Duke of Edinburgh provision and £13k for the relocation of storage at the old Court Road Depot.

Social Services

- **2.17** It still remains early in the financial year however it is anticipated that Social Services could overspend by £1.101m.
- 2.18 Children and Young People Services It is anticipated that the outturn at year end could be an adverse variance of around £601k. There still remains considerable pressure on the children's placements budget given the complexities of the children currently being supported and the high cost placements some of these children require to meet their needs. This is further impacted by the COVID-19 pandemic and the significantly higher demand for placements and the scarcity of options available. However, work continues to ensure that children are placed in the most appropriate and cost effective placements. It is anticipated that the placement budget could overspend by £1.2m at year end. The outturn position will fluctuate if the number of children

looked after and/or complexity of needs change, particularly with the potential high cost of each placement. Legal costs are being incurred as a result of increasing and complex Court cases that require Counsel's involvement with a potential projected overspend of £180k. In addition this year there will again be greater costs incurred in relation to children being placed for adoption outside the Vale, Valleys and Cardiff Adoption Collaborative area which could result in an adverse variance of £200k but will reduce the number of children looked after when these children become subject of Adoption Orders. Increased costs within the Intake and Family Support Team to support children subject to care and support plans or looked after is likely to result in an adverse variance of £120k. Financial support for Special Guardianship and Residence Orders are projecting an overspend of £55k. Costs incurred in supporting care leavers and those in When I'm Ready placements are forecasting an overspend of £102k. This overspend is linked to accommodation and support costs. There are potentially favourable variances across the Division, most particularly in the current foster payments budget, that could total around £170k. It should be noted however that the foster payments budget remains subject to change and the favourable variance may not continue as the year progresses. WG are providing additional funding via the Social Care Recovery Fund and proposals for its use have been submitted to WG. £947k has been allocated to Children's Services and this will therefore mitigate the pressures already detailed. As part of the September Hardship grant claim to WG, £139k was included which related to the additional costs for agency Social Workers as a result of the increased pressure due to COVID-19 for the period April to September. This claim has been accepted by WG and will therefore again mitigated the position above. Any overspend at year end will be funded from Social Service reserves.

2.19 Adult Services - At present a £500k overspend is being projected relating to the Community Care Packages budget. There are continuing pressures on this budget which is extremely volatile and therefore work continues to assess a realistic year end position. This position takes into account additional funding received from WG via the Social Care Recovery Fund. For Adults Services this will be £1.435m however part of this grant will be used to make additional payments to care home and domiciliary providers to build up capacity to support increased need over the winter period. WG has agreed to continue to provide funding via the Hardship grant up to 31st March 2022 for void beds, domiciliary care and residential and supported accommodation providers however the level of funding will be tapered off in the last 6 months of a year. Health still continues to provide a large quantity of PPE for both the Council and external care providers which is being distributed by the Council. Any overspend at year end will be funded from Social Service reserves.

Environment and Housing

2.20 Neighbourhood Services & Transport is currently projected to have an adverse variance of £1.5m against the 2021/22 budget. Funding for budget pressures of £642k was provided as part of the 2021/22 budget setting process, however,

there remains considerable pressure on the budget. Efficiency savings of £202k were also set as part of the 2021/22 budget which the service is currently trying to identify however due to the current budget position this is proving difficult.

- 2.21 Waste Management – As previously reported the budgets within Waste Management are under severe pressure and is the main contributing factor for the large projected overspend within Neighbourhood Services. The Waste collection and treatment budgets are under the greatest pressure with costs spiralling over the previous couple of years. To combat this upward trend in costs the recycling collection service has been changed to a source separated method of collection. This collection method is considerably more labour intensive than the previous co-mingled collection however it has helped the Council to reduce the amount being paid for treatment of co-mingled recycling as most source separated materials can be sold to the market, rather than paying for expensive treatment. Until Penarth and Dinas Powys are also introduced onto the scheme there will remain an element of this costly co-mingled recycling. There also remains pressure on employee and transport budgets due to downtime involved in travelling to Cardiff to dispose of waste and travelling to Cowbridge to offload source separated recycling. Overall vehicle costs and downtime should reduce once the waste transfer station is operational which is currently due to take place during 2021/22. It is proposed that the projected overspend of £1.5m is funded from the Neighbourhood Services reserve.
- **2.22** Building Services The Building Maintenance service is currently projected to breakeven, however as was experienced last financial year the service will be affected by any further lockdown arrangements if introduced during the course of the financial year. Therefore, the account will be monitored closely to ensure any adverse variance is highlighted as soon as possible.
- 2.23 Regulatory Services The allocation represents the Vale of Glamorgan's budget for its share of the Shared Regulatory Service (SRS). A separate set of accounts is maintained for the SRS and periodically reported to the Shared Regulatory Service Joint Committee. Income, particularly Licensing income, has been affected by the pandemic however as with other services, WG has funded such losses.
- 2.24 Council Fund Housing The position with regards the housing of the Vale's homeless during the pandemic remains unchanged, ie. as well as the provision at Ty lolo hostel, bed and breakfast accommodation and council, leased and shared properties in the private rented sector, 3 local hotels have been block booked through to March 2022 in order to accommodate the on-going need. Costs of these block bookings are being funded by WG until March 2022 but, to date, we have received no notification of funding beyond that point. The team are looking at a longer term strategy to deal with this situation should this funding cease or reduce beyond March 2022. The main pressure on the Council Fund Housing budget this year remains the CCTV budget in Community Safety where a previous savings target cannot be achieved due to on-going negotiations with the police

service and the Police and Crime Commissioner regarding the future monitoring of CCTV output. Capital funding set aside by this Council for upgrading its CCTV equipment remains available, though progress has been held up, pending an outcome of the negotiations. As such, it is anticipated that unless this saving can be covered by underspends elsewhere within the service, the funding for CCTV shall be drawn down from reserves to cover this shortfall.

Managing Director and Resources

- **2.25** Resources An overspend is projected for ICT of £185k, mainly as a result of non achievement of historic savings, however it is anticipated that this can be mitigated by projected underspends elsewhere in the division.
- 2.26 Regeneration Countryside income remains adversely affected by the pandemic as school trips and other larger gathering events are slow to recover as Covid restrictions have eased. It is however anticipated that these losses can once again be recovered from WG to the end of this financial year. The corporate events programme has also been reviewed considering the pandemic and though many regular events have not been possible to proceed, other events such as the Vale of Glamorgan Festival of Flowers and the Big Beach Build were supported.
- 2.27 Development Management The Development Control team remain busy working through a high number of planning applications. There is currently a high turnover of staff within the division and the extensions of temporary student planners are assisting with continuity. Preparation work is also underway for the next Local Development Plan (LDP). As such there is currently no variance to budget to report.
- **2.28** Private Housing Disabled Facility Grants fee income is showing signs of recovery since the restrictions have eased, but it still remains behind profile and it is anticipated that any shortfall in fees to the end of the financial year will again be claimed back from the WG.

General Policy

- **2.29** The projected outturn for Policy is a favourable variance of £4m. It is projected that there will be a favourable variance of £2m relating to capital charges and current estimates project that the Council Tax budget will outturn with a surplus on collection of £2m. This is due to the collection of Council Tax being above the rate budgeted partly as a rest of the increased collection of arrears, the reduction in the number of exempt properties and also due to an increase in the number of properties in year within the Vale.
- **2.30** Due to the uncertainty around the level of the settlement and the value of cost pressures that have been identified and reported elsewhere on this agenda, it is proposed that this sum is transferred into the Council Fund and its use will be considered by the Budget Working Group when it is taking into account all

factors in formulating a balanced revenue and capital budget for the final proposals which will be presented to Cabinet and Council in February and March 2022.

2021/22 Efficiency Targets

- **2.31** As part of the Final Revenue Budget Proposals for 2021/22, an efficiency target of £500k was set for the Council, which as a result of a positive settlement from WG, was greatly reduced from targets set in recent years but more than the £247k set in 2020/21. No efficiency target was set for schools.
- 2.32 Attached at Appendix 2 is a statement detailing all savings targets for 2021/22. Each savings target has been given a RAG status. Green indicates that it is anticipated that the target will be achieved in full within the year, amber indicates that it is considered that the saving in the year will be within 20% of the target and red indicates that the saving to be achieved in year will be less than 80% of the target.
- **2.33** Services are currently working on schemes to achieve these targets however it is anticipated that there could be a £170k shortfall against the target. Further updates will be provided to members in the next monitoring report.
- **2.34** There still remains some issues regarding services not achieving historic savings e.g. CCTV and Waste Management as mentioned earlier in this report and the financial impact and mitigation for this has been outlined in the relevant section.

3. How do proposals evidence the Five Ways of Working and contribute to our Well-being Objectives?

- **3.1** The revenue budget has been set in order to support services in the delivery of the Council's Well-being objectives. It is therefore important for expenditure to be monitored to ensure that these objectives are being delivered.
- **3.2** The revenue budget has been set and is monitored to reflect the 5 ways of working.
- **3.3** Looking to the long term The setting of the revenue budget requires planning for the future and takes a strategic approach to ensure services are sustainable and that future need and demand for services is understood.
- **3.4** Taking an integrated approach The revenue budgets include services which work with partners to deliver services e.g. Health via ICF.
- **3.5** Involving the population in decisions As part of the revenue budget setting process there has been engagement with residents, customers and partners.
- **3.6** Working in a collaborative way The revenue budgets include services which operate on a collaborative basis e.g. Shared Regulatory Service, Vale Valleys and Cardiff Adoption Service.

3.7 Understanding the root cause of issues and preventing them – Monitoring the revenue budget is a proactive way of understanding the financial position of services in order to tackle issue at the source as soon as they arise

4. Resources and Legal Considerations

<u>Financial</u>

4.1 As detailed in the body of the report.

Legal (Including Equalities)

4.2 There are no legal implications.

5. Background Papers

None.

REVISED BUDGET 2021/22

Learning and Skills	Original Budget 2021/22 £000	-	Budget Adjustment £'000	Revised Estimate 2021/22 £'000
Schools	98,509	0	0	98,509
Strategy, Culture, Community Learning and Resources	8,167	131	0	8,298
Additional Learning Needs and Wellbeing	3,068	0	0	3,068
Standards and Provision	3,844	2	0	3,846
Directors Office	233	0	0	233
Total Learning & Skills (Excluding Schools)	15,312	133	0	15,445
Social Services				
Children and Young People	17,700	22	(813)	16,909
Adult Services	52,742	26	(5,883)	46,885
Resource Management & Safeguarding	292	(2)	6,696	6,986
Youth Offending Services	707	0	0	707
Total Social Services	71,441	46	0	71,487
Environment and Housing				
Neighbourhood and Transport Services	24,791	(12)	0	24,779
Building Services	, 0	Ó	0	, 0
Regulatory Services	1,825	0	0	1,825
Council Fund Housing	1,420	19	0	1,439
Total Environment and Housing	28,036	7	0	28,043
Managing Director				
Resources	809	(282)	0	527
Regeneration	1,905	. ,	0	1,919
Development Management	1,110	6	0	1,116
Private Housing	1,043	1	0	1,044
Total Managing Director	4,867	(261)	0	4,606
General Policy	33,488	75	0	33,563
TOTAL	251,653	0	0	251,653

PROGRESS ON APPROVED EFFICIENCIES 2021/22

Service	Total Efficiency	Projected Efficiency		Update Comments, Issues & Actions	Relevant Scrutiny Committee	Project Manager
	£000	£000				
LEARNING AND SKILLS Corporate Recovery and Efficiency Savings 21/22	48	48	Green		Learning & Culture	Trevor Baker
Pensions Adjustment	11	11	Green		Learning & Culture	Trevor Baker
TOTAL LEARNING AND SKILLS	59	59	100%	Green		
SOCIAL SERVICES Corporate Recovery and Efficiency Savings 21/22	76	76	Green	It is anticipated that savings can be achieved but this will need to be reviewed as the year progresses	Health Living & Social Care	Suzanne Clifton
Pensions Adjustment	3	3	Green		Health Living & Social Care	Suzanne Clifton
TOTAL SOCIAL SERVICES	79	79	100%	Green		
ENVIRONMENT AND HOUSING Neighbourhood Services and Transport Corporate Recovery and Efficiency Savings 21/22	133	65	Red	Savings have been made by increasing the income received from concessions and vacant posts within the service.	Environment & Regeneration	Emma Reed
Pensions Adjustment	3	3	Green		Environment & Regeneration	Emma Reed
Traffic Surveys	10	5	Red	There is still a high demand for traffic surveys however it is hoped some savings can be made	Environment &	Emma Reed
Leisure Services	56	36	Red	A saving has been made at Holm View Leisure Centre	Health Living & Social Care	Emma Reed
Total Neighbourhood Services and Transport	202	109	Red			

APPENDIX 2

PROGRESS ON APPROVED EFFICIENCIES 2021/22

APPENDIX 2

Service	Total Efficiency	Projected Efficiency		Update Comments, Issues & Actions	Relevant Scrutiny Committee	Project Manager
General Fund Housing Corporate Recovery and Efficiency Savings 21/22	4	4	Green		Homes & Safe Communities	Mike Ingram
Total General Fund Housing	4	4	Green			
TOTAL ENVIRONMENT AND HOUSING	206	113	55%	Red		
MANAGING DIRECTOR AND RESOURCES						
Resources						
Corporate Recovery and Efficiency Savings 21/22	62	35	Red	Approximately £35k of the target saving has been achieved permanently.	Corporate Performance & Resources	Carys Lord
Fraud & Income Recovery	50	0	Red	The additional fraud & income recovery saving has been added to the annual target (now set at £125k). To achieve the additional saving will depend on annual fraud income recovery during the year.	Corporate Performance & Resources	Carys Lord
Total Resources	112	35	Red			
Regeneration and Development Management Corporate Recovery and Efficiency Savings 21/22	16	16	Green		Environment & Regeneration	Marcus Goldsworthy
Total Regeneration and Development Management	16	16	Green			
Private Housing Corporate Recovery and Efficiency Savings 21/22 Total Private Housing	2 2	2 2	Green Green		Homes & Safe Commun	i Marcus Goldsworthy
TOTAL MANAGING DIRECTOR AND RESOURCES	130	53	41%	Red		

PROGRESS ON APPROVED EFFICIENCIES 2021/22

APPENDIX 2	2
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Service	Total Efficiency	Projected Efficiency		Update Comments, Issues & Actions	Relevant Scrutiny Committee	Project Manager
Policy Corporate Recovery and Efficiency Savings 21/22	13	13	Green		Corporate Performance & Resources	Carys Lord
Pensions Adjustment	13	13	Green		Corporate Performance & Resources	Carys Lord
TOTAL POLICY	26	26	100%	Green		
TOTAL	500	330	66%	Red		

Green = on target to achieve in full

Amber = forecast within 20% of target

Red = forecast less than 80% of target