

ANGUS COUNCIL

2015/16 Revenue Budget 100% Carry Forward Requests

Chief Executives Unit

Business Unit / Service	Value to C/Fwd to 2016/17 £000	Spend Proposal	Reason why this needs to be via carry forward	Benefits of proposal and how this supports delivery of Council's priorities
Governance & Consultancy	38	<ul style="list-style-type: none"> • DELTA lean review support • DELTA lean corporate capacity building • Scrutiny panel review support • Potential system replacement costs 	<ul style="list-style-type: none"> • Reduced call on Transforming Angus change fund • No system replacement budget available • No scrutiny support budget available 	Directly supports the Transforming Angus change programme especially the strands of <ul style="list-style-type: none"> • Improved customer experience • Improved Business process • Digital • Agile
Total Core	38			

Summary Position Chief Executive's Unit	£000
Total Requests Seeking Committee Approval (per table above)	38
Proposals approved under delegated authority	89
Total 100% Carry Forward Requests	127

People Directorate

Business Unit / Service	Value to C/Fwd to 2016/17 £000	Spend Proposal	Reason why this needs to be via carry forward	Benefits of proposal and how this supports delivery of Council's priorities
Children and Learning Directorate	200	Develop systems for electronic case records management. Four distinct phases: 1 – Work with suppliers of information systems to procure suitable software and hardware (servers etc); 2 – Develop workflows and tailor system to fit with workflows. 3 – Procure appropriate technology for staff to use (laptops, tablets, etc). 4 – Create electronic case records for open cases.	If carry forward is approved, this project will be phased over more than one financial year. Preparatory work will be undertaken in 2016/17, with completion planned for 2017/18.	This work is essential to meet the transformation agenda. It will enable us to establish an appropriate infrastructure for agile working; improve records management; and provide for better records to support children and young people/service users.
Total Children and Learning	200			
Schools & Learning	180	Cashless Catering (On-line payments)	The capital investment required to implement on-line school meals payments is now likely to take place next financial year. This spend will be required once the capital investment takes place.	This forms part of the Angus Digital strategy.
Schools & Learning	155	Young Workforce Development redetermination	This funding has recently been vired into Schools & Learning. To date there has been no expenditure and there is unlikely to be significant expenditure between now and the end of the financial year.	This funding will ensure the implementation of the Angus Council Youth Employment Framework.

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Business Unit / Service	Value to C/Fwd to 2016/17 £000	Spend Proposal	Reason why this needs to be via carry forward	Benefits of proposal and how this supports delivery of Council's priorities
Schools & Learning	200	ICT Refreshment Programme	Due to previous budget savings there is insufficient ICT budget to continue spend at current levels.	This will allow a number of schools to benefit from the ICT Refreshment Programme in 2016/17.
Total Schools & Learning	535			
Children and Young People	150	Spend to meet Angus Council's share of the contractual costs of a maturing lease.	Angus Council will be obliged to fund dilapidation costs in the financial year 16/17. If this money is not carried forward, monies will need to be identified from elsewhere. A report will be presented to Social work and Health Committee on 23 rd February.	The carry forward will reduce the impact of meeting this obligatory cost on front line service provision.
Children and Young People	56	Employ a kinship care worker to develop and implement kinship care support as required by the C&YP Act.	These new monies were provided as part of the funding to support the Kinship Care element of the Children and Young People's Act (Part 13). Implementation of this part of the Act has been delayed till April 2016., The monies are still needed to put the process in place to support implement the kinship support element of the Act.	Meeting the council's statutory obligation to deliver a kinship support service and improving outcomes for looked after children by better supporting their kinship carers.

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Business Unit / Service	Value to C/Fwd to 2016/17 £000	Spend Proposal	Reason why this needs to be via carry forward	Benefits of proposal and how this supports delivery of Council's priorities
Children and Young People	30	Invest in the provision of assistive technologies for children with complex additional support needs.	Assistive technology (ASN) teacher does not take up post until 1 February 2016. There are a number of outstanding assessments/demands for specialist equipment to meet specific children's needs which will require to be met when this specialist takes up post and begins identifying how best to meet these needs.	Enhance our ability to meet needs locally and avoid the need to purchase external services from Call Scotland at significant additional cost.
Children and Young People	60	Development and provision staff training to prepare for the implementation of the Children and Young People Act.	<p>These monies were provided specifically for learning and development activities to support the implementation of the Children and Young People's Act.</p> <p>A significant proportion of the Act is due for implementation in 2016/17. The monies are still needed to facilitate the delivery of training to support implementation.</p>	This proposal will support implementation of the Children and Young People's Act and in doing so promote the wellbeing and safety of children across Angus.
Children and Young People	50	To jointly fund with the NHS two early years workers to promote and support Infant nutrition.	This was proposed spend in 2015/16 however delays in recruitment delayed the start of this test of change. No provision has been made for this project in the 2016/17 revenue budget. NHS had confirmed that their funding is still available for this project.	This proposal will support early intervention and prevention in children lives and support better outcomes.

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Business Unit / Service	Value to C/Fwd to 2016/17 £000	Spend Proposal	Reason why this needs to be via carry forward	Benefits of proposal and how this supports delivery of Council's priorities
Children and Young People	75	Setup costs associated with the development and training of partner child minders and the development of service level agreements and quality assurance processes.	This is a one off start-up cost associated with the implementation of the Children & Young People's Act (Scotland) 2014 Parts 6-8.	This proposal will help ensure the Council is able to meet its requirement to provide access for flexible models of early learning and child care.
Total Children and Young People	421			
Adult Services (IJB)	25	Self Directed Support – Assessments – funding to continue to fund temporary staff to progress Self Directed Support implementation.	Additional resource carried forward into 2015/16 and there has been some slippage due to vacancies so the request is to carry forward the balance of funding into 2016/17 to allow complete work associated with Self Directed Support implementation. Funding has also been secured from the Integrated Change Fund for a Project Lead and a carry forward is also being sought for this.	SDS implementation is a statutory requirement. It is a key government policy and strategic objective of Angus Council and IJB.
Total Adult Services (IJB) *	25			

Summary Position People Directorate	£000
Total Requests Seeking Committee Approval (per table above):	
Children & Learning	200
Schools & Learning	535
Children & Young People	421
Adult Services	25
Proposals approved under delegated authority	0
Total 100% Carry Forward Requests	1,181

Communities Directorate

Business Unit / Service	Value to C/Fwd to 2016/17 £000	Spend Proposal	Reason why this needs to be via carry forward	Benefits of proposal and how this supports delivery of Council's priorities
Directorate (£200k) Planning & Place (£50k) Technical & Property (£100k)	350	ACCESS/Library Refurbishment	Utilisation of underspends in 3 areas of Directorate but will spent in future financial years	Delivery of a changing high quality service on the high street, meeting customers' long term needs. Achieves a wide range of SOA factors. Property and service rationalisation as per Transforming Angus project; releasing capital and revenue funding and part of service redesign
Total Directorate	350			
Technical & Property	130	Decriminalised Parking Enforcement	As per Report 471/15 agreed at Full Council on 10/12/15	As per Report 471/15 agreed at Full Council on 10/12/15
Technical & Property	50	Public CCTV	Utilisation of T&PS staffing underspend	Funding needs to maintain equipment levels for CCTV
Total Technical & Property	180			
Planning & Place	110	Charrette x 3	This will support three further and final Ccharrettes for Angus	Clear understanding of how best to plan holistically for place in an area of town centres and interestingly the final one targeted at rural Angus
Planning & Place	50	Facilitating quick action in localities	Small resource to support quick action following locality event or charrette eg, signage/painting/tidy up etc	Demonstrates that we are listening to communities and responding quickly to build confidence in our commitment to these processes
Planning & Place	50	Friday Night Project	Police Reserve monies have been fully utilised and	Work with young people at time of risk.

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			resources required to continue program	
Total Planning & Place	210			
Regulatory Protective & Prevention Services (RPPS)	75	Refurbishment of Montrose Recycling Centre	There is no allowance in capital or 2016/17 revenue budget for this work	This work is necessary to bring the site up to standard and to allow it to cope with additional traffic
RPPS	30	Provision of Gypsy Traveller Liaison Officer	This was originally submitted in the RPPS RB6 as an investment bid, but could be met for one year via carry forward. This will need to come back as a budget bid in future years.	Evidence from current year suggests the existence of this post has significantly reduced the incidence of nuisance caused by unauthorised encampments
RPPS	110	Redundancy costs associated with service re-design of ECP management structure	No provision to cover these costs in 2016/17 budget	If this is not met from carry forward the full saving of £190k will not be realised during 2016/17
RPPS	400	Provision for shortfall in 2016/17 savings delivery within waste management	If savings proposals are accepted then some of these will require a significant lead in time, therefore full years saving will not be realised in year 1 and budget will not balance	Carry forward will ensure delivery of a balanced budget in 2016/17
Total RPPS	615			

Summary Position Communities Directorate	£000
Total Requests Seeking Committee Approval (per table above):	
Directorate	350
Technical & Property Services	180
Planning & Place	210
Regulatory, Protective and Prevention Services	615
Proposals approved under delegated authority	102
Total 100% Carry Forward Requests	1,457

Resources Directorate

Business Unit / Service	Value to C/Fwd to 2016/17 £000	Spend Proposal	Reason why this needs to be via carry forward	Benefits of proposal and how this supports delivery of Council's priorities
CI&F (Finance)	26	Funding for 33% of the cost of the Transforming Angus temporary accountant post for 2016/17 and 2017/18. 2016/17 c/f already approved via report 504/14 (£13k). Approval also sought for further £13k to extend post to March 2018 to support TA activity.	Part of carry forward approved in principle through report 504/14.	Support to the TA team and delivery of the programme of projects not able to be facilitated via Finance Services core resource.
CI&F (Finance)	49	Funding for temporary Senior Procurement Officer to create capacity to allow the TA Strategic Procurement Review to be taken forward. 2016/17 c/f already approved via report 504/14 (£35k). Approval also sought for further £14k to extend post to March 2017 to align with timetabled conclusion of review.	Part of carry forward approved in principle through report 504/14.	Support to the TA team and delivery of the programme of projects not able to be facilitated via Finance Services core resource.
CI&F (Finance)	151	Funding for two temporary Accounting Technician posts from 1 April 2016 to 31 March 2019 to provide dedicated support to the TA programme.	There is no base budget provision to support these temporary posts. Without this carry forward professional finance support for TA work would be limited and based on experience to date could lead to delays in the pace at which the programme can progress. The posts are likely to be filled by graduates and so may,	This will provide essential additional support to the TA team and delivery of the programme of projects not able to be facilitated via Finance Services core resource. Experience of TA accounting team to date has demonstrated that 2 staff is insufficient and there is a need for work at a technician level as well as qualified accountant level

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			depending on recruitment process, support the Council's developing young workforce objectives	support. This is a cost effective way of ensuring adequate and appropriately skilled finance support to the TA Programme.
CI&F (Finance)	25	Provision for IT and furniture to support CI&F move to Agile working	Carry forward approved in principle through report 293/15. This resource has not been required during 2015/16 due to the development of the Agile Strategy. CI&F is now scheduled to move within Angus House during the course of 2016/17	This will support the Division's move to Agile working by supporting the provision of new IT equipment, scanning of paper records, etc.
CI&F (Revenues and Benefits)	24	Funding for two temporary Senior Clerical Assistants in Incomes Section to 30/9/16. This is an extension of a previously agreed carry forward (Report 239/15 refers)	There is no base budget provision to support these posts. There have been retention and recruitment issues with these posts resulting in periods where they have been vacant and therefore unable to assist with the planned work required to review sundry debt collection. The impact of the preparatory work for Angus Alive on the incomes section has also meant a delay in the development work planned for sundry debt collection.	These posts will support the review and re-design of the work involved in sundry debt collection which should result in improved collection performance and more income for the council. Without these posts it will not be possible to continue with the development work required at an appropriate pace.
CI&F (Revenues and Benefits)	40	Funding for corporate debt software system. This is a rolling forward of a previously agreed carry forward. It will not be possible to purchase and install the system this financial	Underspend in 2015/16.	This will allow a corporate debt policy to be developed to improve collections and customer service. Instead of staff having to obtain debt figures from various

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		year		systems, all debts for a customer will be accessed from one system and the customer will have one point of contact rather than dealing with different services.
CI&F (Revenues and Benefits)	51	Funding for two temporary Council Tax & Benefits Assistants to administer Discretionary Housing payments (DHP).	There is no base budget provision to support these posts. In 2015/16 these posts have been funded by staff slippage elsewhere in the Revenues & Benefits staff costs budget but this is not a sustainable solution. Funding for one year by which time there may be more clarity on the future of DHPs under the Smith Commission proposals.	Due to the so called "bedroom tax" a substantial DHP fund requires to be managed and administered each year to ensure those who lose housing benefit have the shortfall met by DHP.
Total CI&F	366			
HR,IT & OD	22	Cost of Payroll Assistant, LG4 for a period of 12 months	Insufficient funds available within 16/17 budget.	To provide support to the Payroll Team during development and full implementation of ResourceLink.
HR,IT & OD	30	CALM training for key staff	Money has been requested through investment bids but these may not be agreed.	There has been a significant increase in reported incidents relating to the need to deal with challenging behaviour in educational and social care settings which highlight a risk for the Council as an employer, and also as a service provider. Our workforce is not currently equipped with the skills and knowledge required to deal with challenging behaviour and there is an urgent need for training in this area. Work has begun to develop a strategy which will equip our workforce with the skills

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				and knowledge they require. The focus is on developing capacity internally so that this training can be delivered in the most cost effective and sustainable way in the future. The priority group for this training are those employees who work with young people with additional support needs (ASN staff).
Total HR,IT & OD	52			
Legal & Democratic Services (Core Services)	47	Appointment of two temporary clerical assistants + 1 Modern Apprentice	<p>3 members of staff from the Business Support Team will be moving to the Election Team from January and with the possibility of by-elections, the proposed Referendum on Europe and local government elections in 2017 it is unlikely that they will return to the Business Support team until October 2016 (the administration of LG election in 2017 also needs to be considered).</p> <p>Staff will be used to assist with the implementation of the recommendations in the PDU report including the renewal of the MFD contract which will fall to the Business Support team.</p> <p>To assist with the archiving of L & DS files by the beginning of May for the move to St Margaret's House.</p>	<p>Delivery of key council priorities – agile (including Print Unit report recommendations & MFD contract Renewal), Information Governance and back office support during transition.</p> <p>Delivery of statutory elections.</p>

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<p>Legal & Democratic Services (Core Services)</p>	<p>80</p>	<p>Continuation of temporary solicitor contract for a period of two years from April 2016 to March 2018</p>	<p>Legal Team 2 has employed temporary solicitors on an ongoing basis for a considerable number of years. The proposal is to extend the contract of the current temporary solicitor for a further period of two years as the service has experienced recruitment difficulties.</p> <p>The team is responsible for delivery of a number of significant projects, e.g. Brechin and Arbroath Flood prevention schemes, support to Angus Alive Board as well as other arms length organisations and a number of TA projects requiring advice. In addition, there is significant additional work required to rewrite the East Central Territory hub contracts and the contracts for Forfar Community Campus. The permanent members of the team are all involved in various projects and it is essential that core legal work can be delivered alongside transformational and infrastructure projects.</p> <p>Team 2 is also providing legal advice to Dundee City and Angus Councils in respect of the residual waste project.</p>	<p>It is essential that there is continuity of service delivery within legal services to ensure that the councils' priority projects in terms of Transforming Angus can be delivered along with core legal work.</p>
<p>Legal & Democratic Services (Core Services)</p>	<p>42</p>	<p>Appointment of a trainee solicitor</p>	<p>The proposal is to take a trainee solicitor on a two year</p>	<p>The benefits of providing employment to a graduate and</p>

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			<p>training contract. The previous trainee employed by LDS has secured a permanent contract with the Council.</p> <p>The ability to recruit solicitors is likely to become an issue over the next few years as the demand for qualified solicitor's increases. Neighbouring authorities have struggled to fill fulltime permanent posts.</p>	<p>providing training are significant in terms of that person's development and the ability for the Council to develop its own staff in house.</p>
Legal & Democratic Services (Core Services)	30	Provision for IT and furniture to support LDS move to Agile working	L&DS is scheduled to move within Angus House in January 2017	This will support the service's move to agile working by supporting the provision of new IT equipment, scanning of paper records etc.
Total L&DS	199			

Summary Position Resources Directorate	£000
Total Requests Seeking Committee Approval (per table above):	
Corporate Improvement & Finance	366
HR, IT & OD	52
Legal & Democratic	199
Proposals approved under delegated authority	68
Total 100% Carry Forward Requests	685

Property Maintenance

Business Unit / Service	Value to C/Fwd to 2016/17 £000	Spend Proposal	Reason why this needs to be via carry forward	Benefits of proposal and how this supports delivery of Council's priorities
Schools & Learning (£150k) Technical & Property Services (£20k) Legal & Democratic (£40k)	210	Property Maintenance	Spend unlikely to take place until 2016/17 year	Will help address part of maintenance backlog on a needs basis.
Total Property Maintenance	210			

Other Services

Business Unit / Service	Value to C/Fwd to 2016/17 £000	Spend Proposal	Reason why this needs to be via carry forward	Benefits of proposal and how this supports delivery of Council's priorities
Other Services – Economic Development	125	City Deal	Council agreed on 10 December 2015, Report No 474/15 to earmark £125k from Provision for Additional Burdens for the City Deal.	City Deal seeks to empower cities and city regions to drive economic growth by putting greater resources and financial freedoms in the hands of local authorities.
Other Services – Technical & Property	26	Christmas Lighting	Utilisation of Other Services underspend	Spend to save funding to reduce future years cost and facilitate transfer of role to communities

Summary Position Other Services	£000
Total Requests Seeking Committee Approval (per table above)	151
Proposals approved under delegated authority	0
Total 100% Carry Forward Requests	151

Overall Summary – All Services & Proposals

Summary Position All Services	£000
Total Requests Seeking Committee Approval	
Chief Executive's Unit	38
People Directorate	1,181
Communities Directorate	1,355
Resources Directorate	617
Property Maintenance	210
Other Services	151
Proposals approved under delegated authority	259
Total 100% Carry Forward Requests	3,811