

Summary of Budget Revisions

	<u>Gross COVID-19 Budget Adjustments 2021/22</u> <u>£000</u>	<u>COVID-19 Budget Savings</u> <u>£000</u>	<u>Net Impact 2021/22</u> <u>£000</u>	<u>Government Grant Funding for specific purposes if applicable</u> <u>£000</u>	<u>Net Impact 2021/22</u> <u>£000</u>	<u>COVID-19 Budget Adjustments (Academic Year Impact) 2022/23</u> <u>£000</u>
<u>Services</u>						
Education & Lifelong Learning	4,939	0	4,939	(3,856)	1,083	812
Communities	403	(50)	353	(55)	298	0
Children, Families & Justice	63	0	63	0	63	0
Infrastructure	155	(43)	112	0	112	0
Strategic Policy, Transformation & Public Sector Reform	176	0	176	(82)	94	0
Other Services	0	0	0	0	0	0
Digital Enablement, Information Technology, Human Resources & Business Support Unit	666	0	666	(227)	439	0
Finance	0	0	0	0	0	0
Legal & Democratic	381	0	381	0	381	0
Facilities Management	146	0	146	0	146	0
Total	6,929	(93)	6,836	(4,220)	2,616	812

**ANGUS COUNCIL
REVISION OF THE REVENUE BUDGET 2021/22 - COVID-19 BUDGET ADJUSTMENTS**

SERVICE:- SUMMARY

Please ensure the description is clear and concise and sufficiently informative to enable the issue to be understood.

Description of COVID-19 Budget Adjustment and why it is required	Timescale of Budget Adjustment (12 months, 9 months, 3 months etc)	Budget Adjustment Value required for 2021/22 £000	Budget Adjustment Value (Academic Year Impact) 2022/23 £000	Government Grant Funding for specific purposes if applicable £000	Staff Impact (Full time equivalent)
EDUCATION & LIFELONG LEARNING					
Recruitment of up to 40 teachers for 1 academic year to cover for staff to continue to shield, cover any other increased staff absence due to COVID-19 and provide targeted support for individuals and small groups in an effort to close the attainment gap. Per previous Recast exercise - impact of Academic Year.	4 months to July	667	0	467	Up to 40
Recruitment 10 full-time school and pupil support assistants on a 1 year temporary contract and increasing the hours of those already employed by Angus Council to the equivalent of 21 FTE.	4 months to July	100	0	100	Up to 21
Additional Teachers to ensure Schools Recovery (Report 143/21) - Currently recovery plan for new academic year is being worked on.	8 months - August onwards	667	333	667	20.00
Additional School and Pupil Support Assistants to ensure Schools Recovery (Report 143/21) - Currently recovery plan for new academic year is being worked on	8 months - August onwards	112	59	112	10.50
Additional staff to support recovery (Report 143/21) - further funding to employ a variety of school staff to meet the needs of children and young people. Funding is to include early years practitioners, along with teachers, SPSAs and any other staff as required to support recovery planning.	8 months - August onwards	838	420	838	0.00
Home to School Transport - Additional costs arising from Covid-19.	12 Months	100	0	100	0.00
Education logistics (additional cleans)	12 Months	966	0		0.00
Education logistics (health & safety, PPE etc)	12 Months	400	0	878	
Hardship Payments - April 2021 Holidays	One-Off	359	0	359	0.00
Summer of Activities for Children & Young People	One-Off	335	0	335	0.00
Loss of income - school meals, school lets, music tuition.	12 Months	383	0	0	0.00
Protective Clothing for SPSAs	One-Off	12	0	0	0.00

COMMUNITIES					
Hire of vehicles for transportation of waste operations staff (to reduce number of persons in vehicle cab).	12 Months	46			
Hire of vehicles for transportation of Parks staff (to reduce number of persons in vehicle cab).	12 Months	37			
Additional fuel required for the additional hired vehicles for Waste services.	12 Months	10			
Additional fuel required for the additional hired vehicles for Parks services.	12 Months	8			
Requirement for additional PPE such as hand sanitiser, nitrile gloves and wipes for Waste services.	12 Months	15			
Requirement for additional PPE such as hand sanitiser, nitrile gloves and wipes for Parks services.	12 Months	9			
Loss of income from closure of attended public toilets and decision to accept no payment when reopening.	12 Months	7			
Loss of commercial waste income due to businesses closing their premises during Covid-19 pandemic.	12 Months	58			
P&C - Building Warrant income impacted as a result of reduced construction activity and market impact of COVID. Assumed income at 85% for first 9 months.	9 months	76			0.00
P&C - Planning Application income impacted as a result of reduced construction activity and market impact of COVID. Assumed income at 85% for first 9 months.	9 months	82			0.00
HRA Rent arrears (Bad debt provision) potential to need to increase for future years - will monitor unemployment situation at Sept. Considered for 21/22 but no budget alignment required at this stage.	n/a	0			0.00
HRA VOID LOSS - change of tenancy taking longer whilst planned Maintenance items are carried out within COI, review situation at Sept. No budget alignment required at this stage.	n/a	0			0.00
HRA Unplanned repairs - contingency already in place for back log.	n/a	0			0.00
Employment of temporary EHO to enforce Covid 19 Regulations and Guidance . Part time post - 3 days per week at LG 10. Contract ends on March 31st 2022. Funding currently sitting in Balances	12 months	55		55	0.60
CHILDREN, FAMILIES & JUSTICE					
Additional spend - Supporting children with disabilities in the community through provision of additional outreach capacity as backfill for staff working full time in the respite unit (Resources Service Budget).	12 months	17			
Additional PPE equipment costs for residential houses (Resources Service Budget).	12 months	16			
Additional costs for Tayside Contracts for cleaning the residential houses. (Resources Service Budget).	12 months	8			
PPE will be required on an ongoing basis to support safe practice; this includes screens for transport and other equipment for staff and supported people. Additional cleaning also required and additional ventilation across more sites as facilities re-open. (Localities Service Budget - as per Budget Pressure Tab but uplifted amount based on updated finance projections).	12 months	22			
INFRASTRUCTURE					
Ventilation and additional controls to heating systems, including CO2 monitors, to meet Covid and possible changes to social distancing guidelines. This estimate is based on costs incurred in 20/21.	9 months	100			0.00
Re-charge from FM Support for additional PPE costs covering specific items in relation to Covid costs. (Estimate based on FM Support information from 2021).	12 months	2			0.00
2% uplift on all roads cyclic works related to Covid measures in service delivery (total value £1.8m).	12 months	36			0.00
Lost income from car parking charges - addressed in the budget for 2021/22.	12 months	n/a			
Lost Income - Reduced Decriminalised Parking Enforcement income (on-street so in addition to parking charges suspension above); based on April 25%; May & June 50% of previous year's target (£155k pa). Anticipate loss of income due to restrictions on retail/hospitality combined with refocus of resources to rural beauty spots due to travel restrictions. Forecast is an estimate at this time.	3 months	17			0.00
STRATEGIC POLICY, TRANSFORMATION & PUBLIC SECTOR REFORM					

Learning and Development budget is already looking to be under pressure for essential requests at least in part as a result of the training that we were unable to carry out last year now needing to be carried forward eg waste and parks which suppliers were unable to provide. This training is all safety training for various pieces of machinery/tasks etc so is essential.	12 months	31			
Funding for some resilience training provided by an external provider and tailored to the needs of our CJS and HSCP colleagues.	12 months	10			
Qualifications in residential childcare which are required after the service experienced a high turnover during the pandemic and recruited individuals who required both qualifications rather than just the one qualification they more typically need when they join us.	12 months	16			
Employ additional L&D Advisor to bring first aid training into the organisation (as per an options appraisal) – to increase the capacity for both Mental Health and CALM (depending on the length of the post) training. There has been very little training on any of these areas over the last 12-months, although the team have worked hard to provide a suitable level of skill and knowledge to the workforce in the circumstances, but there is likely to be an increased need across these three areas this year. As it currently stands, we anticipate spending around £20k on external paediatric first aid training alone in this financial year (£10k approx. on SPS's which is usually recharged to schools) and £10k for early years (some of which will be offered to our partner providers so could generate an income if we provide it internally). We also expect to spend around £3k on first aid training for other services within the organisation. We had hoped to take the money from the L&D budget to make this post, but we have to save £45k from the L&D budget in this financial year,	12 months	37			1.00
Creation of a community benefits officer to provide a coordinated approach across the council to realise benefits and increase opportunities for all	23 months	tbc			1.00
Additional resource in the council emergency centre - team leader role.	9 months	32		32	0.50
Additional support in health and safety team - advisor and training.	12 months	50		50	1.00
<u>DIGITAL ENABLEMENT, INFORMATION TECHNOLOGY, HUMAN RESOURCES & BUSINESS SUPPORT UNIT</u>					
With the change to remote working brought about by COVID, we have had to adapt our network configuration and consider the impact of accessing Office 365 applications, services and data externally. Access to these now comes from a wider range of devices, predominately from home broadband connections external to the council network. In order to implement sufficient security, we have licensed additional Office 365 components for all users. In addition to security for Office 365, recent updates for Office applications (and soon for Windows 10) have highlighted the difficulty in managing large updates to client applications when users are not in the office connected to a fast and reliable connection. The Office 365 component also include latest versions of our System Centre products which manages pushing and pulling updates to the users' device. With the increased demand for information and stats through the pandemic, reporting has been incredibly important to ensure that accurate information can be timeously distributed through the council and beyond to support decision making. We have recently introduced Power BI licenses to provide this and these licenses are also included in the overall total. The increased costs for Office 365 are based on the following breakdown by user group; Corporate: £156,000 AHSCP: £91,000 Angus Alive: £32,000 Note that these costs include increases in the number of staff over the last year as well as a price increase due at the next Office 365 license renewal.	12 months and on going especially if there are further bids for extra resource which will all require licencing	279			0.00
Contact Centre Outbound Test and Protect Team - previously requested and approved (P&R report 316/20)	12 months	110		110	3.50
Contact Centre Temp Staff Contract Extensions - previously requested and approved (P&R report 316/20)	12 months	62		62	2.50
Business Support LG12 backfill - previously requested (Angus Council report 137/21)	12 months	55		55	1.00

Unable to deliver anticipated savings as a result of staff resources having to be diverted to other Covid-related work and the resulting impact on the completion of associated projects ie P2P project, Staffing & Payroll review and PRPA work.	12 months	59			2.00
5 days Capita consultancy/ engineer time for IVR changes for Covid related calls (only if required!)	12months	5			0.00
Request for Business Support LG6 to support Assets and Housing - backfill due to covid operating practices leaving large backlogs for front line services (i.e. blue badges being prioritised meaning moving resource to support this, leaving backlogs in other places).	12months	25			1.00
Request for Business Support (BS) LG6 to support Committee work - Change in practice for supporting committees has meant that BS resource has been diverted to this. This request would allow for a nominated lead, and build resilience within BS for this area.	12months in first instance (however if committees remain in this mode, then permanent resource will be sought)	25			1.00
Request for 2 x LG3 to support the Staffing Team personal files project - cleansing and updating of personal files to new format, cleansing and scanning of paper files used by Child Abuse Inquiry and cross checking of files held by CaptureAll. The impact of COVID-19 meant this work was not progressed but has become more essential due to homeworking.	12 months	46			2.00
LEGAL & DEMOCRATIC					
Funding for a temporary solicitor for a period of one year to permit additional resources to be applied to debt recovery which has been delayed due to the COVID-19 pandemic. The pandemic has increased the amount of debt owed to the Council (in respect of both general debt and Council house rent arrears) due to the moratorium on debt recovery and on evictions. Recovering the debt accrued since the pandemic began will take considerable time and resources and an additional temporary solicitor is required.	12 months	49			1.00
Funding for a temporary solicitor for a period of one year to deal with child protection and permanence cases. The COVID - 19 pandemic has created a backlog of cases in respect of children who require permanent alternative care arrangements (either through long-term foster care or adoption). Resources usually applied to this have required to be diverted to dealing with issues arising from the pandemic. The Courts were also closed for a period of time and cases could not be lodged. There were also difficulties recruiting to another post in the team due to the pandemic which impacted on workload. There is now a backlog of cases with Legal for consideration and cases still to be referred to Legal. Additional resources are required to deal with this backlog and anticipated increase in new referrals and an additional temporary solicitor is required.	12 months	49			1.00
Funding is sought to engage a temporary Paralegal for a period of 1 year or a specialist firm to undertake work to scan all of the Council's Title Deeds, plans and related documents and to arrange for the checking and storage of all certificates/notes on title and title checks in an online directory in the Legal Case Management System along with the title deeds. This is an essential requirement for staff working remotely. Whilst working from home during the Covid - 19 pandemic it has been very difficult for staff to access necessary property documents including title deeds which are stored in the Deed Safe at Angus House and other documentation stored in the Archives at Restenneth. Given the Councils' move to increased agile working, it is essential for all of these documents to be scanned and made available electronically otherwise work is unable to progress. This work requires a Paralegal or specialist firm due to the nature of the work required which requires knowledge and understanding of title deeds, plans and other property documents and experience of undertaking title checks.	12 months	38			1.00
Funding is sought for the immediate outsourcing of urgent legal work in relation to child protection and permanence cases. The COVID - 19 pandemic has created a backlog of cases in respect of children who require permanent alternative care arrangements (either through long-term foster care or adoption). Resources usually applied to this have had to be diverted to dealing with issues arising from the pandemic. The Courts were also closed for a period of time and cases could not be lodged. There is now a backlog of cases and a separate request has been submitted for 1 FTE internal solicitor for 12 months to deal with these cases. However, more immediate funding is required in order to outsource urgent and time critical cases to be progressed immediately by an external legal firm or firms.	6 months	50			
Additional Paralegal Support to assist with the anticipated increase in actions for recovery of possession of heritable property (Housing Service).	12 months	20			0.50
Reduced income to Registration Service Budgets arising from COVID-19	9 months	64			
Reduced income to Licensing Budgets arising from COVID-19.	9 months	48			
Scottish Parliament Elections - 6 May 2021. The Returning Officer will be required to ensure that the poll is COVID safe. This may included the purchase of various pieces of safety equipment (screens, barriers), hygiene products (hand sanitiser, disinfectant) and PPE for all electoral events - polling day, postal voting opening sessions and count. It is not clear as yet if the full cost of these additional measures will be met by the Scottish Government so is being highlighted as a potential budget issue at this time.		30			

Digital Reprographics Unit - since the beginning of lockdown the DRU has undertaken the formatting, printing and issue of all outgoing mail. Whilst consumables and click costs can be directly recovered the staff and fixed overheads charge cannot be recovered unless recharged out to services. It is anticipated that this will now continue in the next financial year and may become a permanent requirement. This was raised as an issue during the budget recast.	12 months	33			
<u>FACILITIES MANAGEMENT</u>					
Corporate Cleaning costs - highlighted during budget recast. There has been a reduction across corporate properties since lockdown began. However, with the requirement for additional cleaning and adhoc cleaning for COVID related incidents during this period this may lead to additional costs over and above what is currently budgeted for. As more properties re-open, there is the potential for additional cleaning costs throughout the property estate. Costs for 20/21 are still subject to discussions with TC and before the outcome of these are known it is difficult to quantify any potential budget shortfall for 21/22.	12 months	50			
PPE stock holding - highlighted during budget recast. SFM service has been providing PPE for all non-clinical settings and schools and will continue to do so for the foreseeable future. The team are required to maintain minimum stock levels which are not fully recoverable on an annual basis.	12 months	30			
COVID related controls to be applied in corporate properties - on-going provision of hand sanitiser, disinfectant, replenishment of cleaning stations etc. Initial estimates of on-going monthly costs were 10k - however, as corporate properties have not all re-opened, only have small numbers of staff accessing and are unlikely to re-open fully until well into 2021 this figure has been reduced to an estimated £5 per month .	12 months	60			
Procurement of 2 audio/visual conferencing solutions for Angus House, Bruce House and County Buildings to allow for the holding of hybrid meetings (some participants in meeting space, others at home or in other locations). The system is flexible which would allow this to be used in multiple locations across each property. The camera and sound system are multi-directional allowing participants to be seen and heard no matter their location in the meeting space - which is a significant improvement on the current fixed screen or hub options available.	One-Off	6			
TOTAL		6,929	812	4,220	51.10

**ANGUS COUNCIL
REVISION OF THE REVENUE BUDGET 2021/22 - COVID-19 BUDGET SAVINGS**

SERVICE:- SUMMARY

Description of Budget Saving & why it has occurred	Timescale of Budget Saving (12 months, 9 months, 3 months etc)	Budget Saving Value for 2021/22 £000	FTE Impact
COMMUNITIES			
Estimated underspend of £50k on sampling costs related to riverside scientific services. This is due to sampling of food, animal feed and private water supplies being suspended due to the current Covid 19 restrictions. It is envisaged that sampling will commence on a pay basis towards the end of the summer. This money may, however, be used for implementing the new Civica Cx database used by ECP and Environmental Services.	5 months	50	
INFRASTRUCTURE			
Reduction in corporate water budget due to reduced consumption during the first quarter of 21/22. Estimate of 5% on the budget of £865K. (Note no reduction in energy anticipated due to extra ventilation/heating anticipated in buildings included in the budget adjustment tab)	12 months	43	0.00
	TOTAL	93	0.00