

100% CARRY FORWARD REQUESTS - SUMMARY

Appendix E (i)

Service	New Requests Recommended for Approval	Previous Carry Forwards Recommended to be Rolled Forward	Total Carry Forwards for Approval
	£m	£m	£m
Education & Lifelong Learning	0.000	0.033	0.033
Infrastructure & Environment	0.186	0.009	0.195
Children, Families & Justice	0.000	0.000	0.000
HR, OD, DE, IT & BS	0.194	0.000	0.194
SPT & PSR	0.050	0.000	0.050
Vibrant Communities & Sustainable Growth	0.305	0.128	0.433
Finance	0.000	0.020	0.020
Legal & Democratic Services	0.035	0.106	0.141
Facilities Management	0.000	0.000	0.000
Other Services	0.000	0.031	0.031
Total	0.770	0.327	1.097

ANGUS COUNCIL
Revenue Budget 100% Carry Forward Request

Appendix E (ii)

Directorate Service Area	C/fwd Value to 2023/24 £000	Spend Proposal	Spend Profile (estimated timeframe eg.Sept 23-Mar 24)	Benefits of proposal and how this supports delivery of Council's priorities	Impact if carry forward not approved
Infrastructure & Environment					
(2) Environmental Services	16	Brechin Cemetery completion of repairs to collapsed drain - additional costs	Jun-23	Tarmac repairs to roadway following emergency repairs to collapsed drain within the cemetery. An enhanced, protected and enjoyed natural and built environment.	150m of roadway within the cemetery will remain inaccessible.
(3) Roads & Transportation	30	To commission external support and specialist advisers for development of a business case for the in-house delivery of public bus services	Aug 2023 - Dec 2023	This is essential to address the escalating contractual costs of bus services delivered by private operators. Report 126/23 to P&R on 2 May 2023 highlighted that projected costs are unmanageable going forward and change is essential	No capacity to proceed with business case for in-house delivery of bus services and only option left will be to withdraw lifeline public bus services
(4) Environmental Services	30	Storm Arwen re-instatement works removing fallen trees, replacing or removing large root plates and repairs to fences on parks sites only	Aug 2023 - Nov 2023	Only emergency works were undertaken following the storm with substantial numbers of trees and roots still remain to be cleared. <ul style="list-style-type: none"> • Safe, secure, vibrant and sustainable communities • An enhanced, protected and enjoyed natural and built environment 	Fallen trees, root plates and damaged fences will remain restricting access to sites.
(6) Property Assets	30	Alterations to fire alarm zones including plans	Jan 24 to Mar 24	Scottish Fire Service are putting a new process in place regarding call-outs to reduce 'false' alarms. Any alarm activation in non-residential facilities must be checked and confirmed by telephone in the future. Fire alarms need to be re-programmed to ensure correct zoning and zoning drawings updated. Fire alarm servicing contractor to carry out updates	Fire Service may not attend any call-outs due to false alarms. Building insurance may be affected.
(7) Property Assets	80	Lacquering , sanding and buffing of timber sports flooring (ANGUSalve (Schools & Learning shared) properties)	If approved main cost of works is to Forfar and Brechin Community Campuses. Works during 2024 school holiday period.	Buffing, sanding and re-sealing of timber sports floors in ANGUSalve buildings to ensure the longevity of the flooring. The Council is liable under the licence to occupy to ensure that facilities are fit for purpose to deliver the ANGUSalve service specification.	If the facility is not fit for purpose ANGUSalve can issue a notice to Angus Council stating that they can't deliver the related services. This would impact on ANGUSalve's income generation and provision of services to the communities which would be impacted for as long as the related facilities remain unsuitable for use
TOTAL Infrastructure & Environment	186				

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HR, OD, DE, IT & BS					
Business Support - Contact Centre	22	Contact Centre Operators	April - Dec 23	The funding will allow the CC to retain agency staff who are fully trained in CC duties, these staff are crucial to help support with additional cover for the implementation of the new Contact Centre and allowing permanent staff full in-depth training in the new system, which comes with an array of benefits including, promoting channel shift and providing a better customer experience. The new system allows for a robust home working solution, which will support staff morale allowing a more flexible approach to working within the contact centre. The implementation, staff training and home working solution will be a very busy, possibly stressful time for the team, so it is vital that we support this to the best of our abilities to minimise disruption to the team and our customers. The additional funding to support this is critical to allow this to happen.	If we are not permitted to carry funding forward, it will require a longer implementation and training programme to get all staff fully trained in new contact centre processes at an extra cost to Angus Council for the additional training. The new contact centre implementation is scheduled to work in with the new telephony system, should there be a delay on the contact centre implementation it will have an impact on the telephony implementation which will affect other Services of Angus Council.
IT	30	Integra system licenses	Aug-23	Our core Finance system, Integra is under licensed. This was highlighted in a recent audit. There is also a requirement for additional licenses linked to the P2P project with Integra being used by more staff. To have the appropriate number of licenses based on current/projected usage, will require £30k in 23/24.	If not approved further cuts to staffing to meet these costs would likely be needed. This would be counter productive to the Council's digital transformation work
HR & OD	60	Resourcelink system costs	Aug-23 - Feb 24	Our core HR system, Resourcelink has been migrated to the latest version, providing additional features. During the budget setting process, an extra £40k was identified as the future of our HR/payroll system was under review. We are now committed to Resourcelink and therefore there are further additional costs relating to the new system. Based on our contract, there is a further £60k required compared to our budget.	The system is required and migration underway, without carry forward, there will be a significant pressure on the 23/24 budget which may require cuts to e.g. staffing to compensate.
HR & OD	60	PAM Assist Contract	April 23 - Mar 24	The PAM assist service, which provides our occupational health referral service, and employee support scheme was procured jointly with Dundee and Perth . The contract is due to expire in March 24 but it was identified at the end of 22/23 that there is no specific budget allocated for this service. A procurement process is due to take place during 2023 for the provision of this service from April 2024 onwards.	We are already committed to the contract until March 2024, if carry forward not approved, this will likely result in an overspend as there is currently no identified budget for this.
HR & OD	22	Extension of contract for Learning & Development Advisor (First Aid)	June 23 - Feb 24	We previously requested funding from COVID monies for a 1 year post to deliver first aid training in-house, which is due to expire in June 2023. The post has delivered training to 600 staff in the last 6-months, saving £35k in comparison to buying this training in from an external provider. This post has also generated £4800 in anticipated income from provision of first aid training to partners.	There is a still a significant training need across the organisation to ensure sufficient qualified first aiders are available across all service. This training had to be provided and the most cost effective way to do this is through extending this post.
TOTAL HR, OD, DE, IT & BS		194			

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SPT&PSR					
Governance & Change	50	Infrastructure repair works to Country Parks in Angus (Crombie, Forfar Loch & Monikie) where there is no allowance in S2C budget and items with a health & safety implication are in need of urgent repair (For example: Monikie potholes/ crumbling entrance road, boundary wall repairs, bank erosion at Dean Bridge, removal of redundant timber tower at Monikie) all of which is a Council obligation as part of the Services Agreement with Angus Alive	Possibly spanning over 2 financial years.	Compliance with health & safety obligations and avoidance of liability claims for accidents as a result of poorly maintained infrastructure. Funding for repairs agreed through the 2023/24 budget setting process was bare minimum of works to address only the most urgent needs. This funding will allow more clear up work to be done	Council carries a risk of claims from injuries as a result of accidents; Council reputational damage; investment supports a number of links to priorities in relation to Caring for our Place in Council Plan
TOTAL SPT&PSR	50				
VC&SG					
Other Housing - Private Landlord Registration	127	Landlords register every 3 years. Income can vary significantly across the 3 year cycle and will be used to support staff costs across years when income is lower.	April 2023-March 2024.	Support good quality private rented sector (PRS) and regulations aimed at improving energy efficiency. PRS is important for ensuring that there are a range of housing options available in Angus.	Unable to meet the regulations on energy efficiency standards in PRS which will negatively impact the quality of properties and ability to meet climate change targets in Angus.
Other Housing - Rapid Rehousing Transition Plan.	25	Rapid Rehousing Transition Plan	April 2023-March 2024.	To support the implementation of the RRTP as part of a joint commitment to end Homelessness.	Unable to meet agreed commitment to implement the RRTP in Angus and implement agreed actions.
ECP	25	Environmental Health Officer trainee post	Sept 2023 - Aug 2025	Investing in training an EH officers in house to address issues with national shortages on EH officers and workforce planning (ageing workforce). Update 6/6 this funding is to employ a University student during the holiday times. (23/24 £7, 24/25 £13k, 25/26 £5k)	The shortage of EH officers nationally is well documented with all LAs experiencing problems recruiting and retaining staff. We have an urgent need to look at bringing in younger people to the service to address the issues of our ageing workforce and succession planning. Without investment in trainees the situation will only worsen leaving staffing levels critically low and potentially we are non compliant.
Planning and Sustainable Growth (Planning)	75	Consultancy support on technical matters to support the planning functions. To carry out required studies for the local development plan and/or provide assessment of technical studies as part of applications.	April 2023-March 2024.	This would ensure that we have the required studies available to input to the LDP evidence report (e.g. strategic flood risk assessment, retail study) and prompt assessment of technical matters to support strategic planning applications	Would impact on backlogs and staff morale
Planning and Sustainable Growth (Planning)	53	Trainee Building Standards Technician	Sept 2023-March 2025	Investment in trainee technician to support workforce planning and address challenges of recruitment of fully qualified staff.	All LAs experiencing problems recruiting and retaining staff in Building Standards. We have an urgent need to look at bringing in younger people to the service to address the issues of our ageing workforce and succession planning and already progressing work in this area to bring in a modern apprentice. The Scottish Government has advised that staffing levels are below the expected level.
TOTAL VC&SG	305				

Directorate Service Area	C/fwd Value to 2023/24 £000	Spend Proposal	Spend Profile (estimated timeframe eg.Sept 23-Mar 24)	Benefits of proposal and how this supports delivery of Council's priorities	Impact if carry forward not approved
Legal & Democratic Services					
Legal	35	For outsourcing of permanence/child protection and other social work legal cases to external legal advisers due to backlog of cases initially arising as a result of the pandemic, and staff vacancies. A pot of £50k for this was approved by Council on 24 June 2021 (Report No 213/21). £4k was invoiced in 21/22, £11k was invoiced in 22/23 and since 1 April 2023 we have incurred expenditure of £8k. It is anticipated that there may be a peak in the requirement to outsource again over the next few months due to an unexpected vacancy arising of a key member of staff in the Legal Team.	Apr 23 to Mar 24	This funding is required in order to outsource permanence, child protection and other social work litigation cases. This supports the Council's key priority of "Caring for our People" and "providing the best start in life for children". The COVID - 19 pandemic resulted in a backlog of cases in respect of children who required permanent alternative care arrangements (either through long-term foster care or adoption). During the pandemic the Courts were closed and cases could not be lodged. Whilst we are 3 years on from the height of the pandemic, there has still been a knock-on effect which we are still recovering from. These cases need to be dealt with promptly so that children can be settled and are not in the limbo of the court system for an undue length of time. Given the sometimes sporadic demand for input (i.e. when cases are ready to proceed having been referred by CF&J or when court dates are set) this is more cost-effective than recruiting to a temporary post and ensures the best use of resources.	There are already cases outsourced which are ongoing. These types of cases can take several years to be fully resolved, therefore where we have already instructed external legal advisers it is necessary for them to keep the case until conclusion. Furthermore, if this funding is not continued it will be very difficult for the internal Legal team to be able to progress the volume of cases efficiently and within required timescales and to react to them timeously when they are ready to be progressed in court. This would be hugely detrimental to the children/individuals involved, as detailed in column H, and would not meet Council priorities. A backlog in cases being progressed also leads to additional costs to the Council in terms of ongoing foster care costs and other expenses.
TOTAL L&D Services	35				
OVERALL TOTAL SUBMITTED		770			

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Appendix E (iii)

Directorate Service Area	C/fwd Value to 2023/24 £000	Spend Proposal	Spend Profile (estimated timeframe eg.Sept 23-Mar 24)	Benefits of proposal and how this supports delivery of Council's priorities	Impact if carry forward not approved
ELL					
Additional Support Needs	33	ASN adaptations to schools	April 23- Dec 23	Works already being carried out. Supports the delivery of the following Council SOAP Outcomes: Raise Wellbeing Create Inclusive Culture Eliminate Barriers to Access	The works have been identified as a requirement to meet the learning needs of identified children. Works are already underway for this but could not be completed within previous financial year. Loss of funding at this stage would impact budgets elsewhere in the directorate and also potentially delay us meeting the needs of the children who will benefit from these works.
TOTAL ELL	33				
Infrastructure & Environment					
Environmental Services	9	Brechin Cemetery completion of repairs to collapsed drain	Jun-23	Tarmac repairs to roadway following emergency repairs to collapsed drain within the cemetery. An enhanced, protected and enjoyed natural and built environment.	150m of roadway within the cemetery will remain inaccessible.
TOTAL Infrastructure & Environment	9				
VC&SG					
Other Housing - Private Landlord Registration	19	Landlords register every 3 years. Income can vary significantly across the 3 year cycle and will be used to support staff costs across years when income is lower.	April 2023-March 2024.	Support good quality private rented sector (PRS) and regulations aimed at improving energy efficiency. PRS is important for ensuring that there are a range of housing options available in Angus.	Unable to meet the regulations on energy efficiency standards in PRS which will negatively impact the quality of properties and ability to meet climate change targets in Angus.
Planning and Sustainable Growth (Planning)/Building Standards	109	Covid restrictions and availability of materials delayed progress. Will support housing adaptations, which allow people to stay in their own homes longer or allows people to be discharged from hospital sooner, allowing more independent living.	April 2023-March 2024.	This means that people can continue to live in the place that they choose, and also in a safe environment that meets their needs. This is not only good for the health and wellbeing of the individual, but also saves the public purse by keeping people out of, or delaying admission to, expensive supported or acute health care accommodation.	If we do not have access to this money, ie, would only be working with the £300,000 capital fund, it should be noted that around £250,000 is already committed/about to be committed, so we would have to halt approving grant applications far earlier than anticipated.
TOTAL VC&SG	128				
Finance					
Finance (Finance)	20	VAT Partial Exemption Consultancy review. It took significantly longer than anticipated to conclude the contract T&Cs. A contract was though signed in Feb 23 and work is underway	One full payment for contract anticipated Aug 23	This is to meet expenditure contractually committed to.	Finance budget will overspend in 23/24.
TOTAL FINANCE	20				

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Legal & Democratic Services					
Legal	19	Funding for a temporary Paralegal for a period of 1 year to review 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. Approved by Council on 24 June 2021 (Report No 213/21).	1 Apr 2023-31 Mar 2024	This supports the Council outcome of removing inefficiencies and is an essential requirement for staff working remotely. Whilst working from home during the Covid - 19 pandemic it was very difficult for staff to access necessary property documents including title deeds stored in the Deed Safe and in the Archives at Restenneth. Given the Council's 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 with knowledge and understanding of title deeds, plans and other property documents and experience of undertaking title checks. This funding was originally approved by Council but it was not possible to recruit due to vacancies of solicitors in the Legal Team, who will monitor the work of the Paralegal. Solicitors have now been recruited so this work can proceed.	This post has been recruited to and the work is going well. It is virtually impossible for solicitors and paralegals to work agilely if they do not have access to these vital documents electronically. This is a spend to save as it is much more efficient for staff to have these documents available electronically and well-organised in order to progress work more quickly.
Legal	62	A temporary trainee solicitor has been recruited. The carry forward funding request is made up from £36k unused carry forward from 22/23 (from supplies and services budget) and an additional £26k is now required as Finance only recently confirmed that the other £37k carry forward requested in 21/22 (from supplies and services budget) was not approved which Finance Team Leader had wrongly assumed was still held in balances and therefore the recruitment went ahead on that basis.	Appointment made - start date 1 Sept 2023 for 2 years.	This supports the Council priority of "Caring for Our People" and creates more opportunities for people to live well and achieve their personal goals. It also delivers on the Council outcome of improving customer service as the trainee solicitor will undertake a considerable amount of work that may not be delay with very quickly at present, and work that would otherwise be done at a much higher grade by a Paralegal or a Solicitor. It is also very important for the Council to offer such an opportunity in a very difficult market for those leaving university in order to "grow our own". It has not been possible to recruit a trainee solicitor in the past year as intended, due to considerable vacancies we have had in the Legal Team. It is a Law Society requirement that a legal trainee has formal and structured support and mentoring from their employer but that would not have been possible in the past year due to lack of qualified staff. Solicitors have now been recruited and are settled in to working for the Council therefore it has now been possible to recruit a legal trainee.	We have recruited to this post. If carry forward is not approved then we will have to find funding from elsewhere.
Procurement & Commissioning	25	2 yr temp - Procurement Data Officer	Interviews w/c 5 June - planned start date 7 Aug	This proposal supports the Council's key priorities, particularly "Caring for Our Economy" and also meets the Council outcome of removing inefficiencies. At present the Procurement & Commissioning team does not have the data necessary to operate effectively and are operating in a reactive manner. To allow the limited resources of the Team to work in a targeted fashion, data regarding our procurement activity is required for an intelligence-led approach - something we currently have insufficient access to.	Team will be unable to implement a data led approach to identification of potential areas of efficiencies and savings.
TOTAL L&D Services	106				
Other Services					
Elections	31	To meet election expenses eg election management system & new burdens which have arisen from the Elections Act 2022	June 23 to March 2024	Angus Council is Efficient and Effective - supporting the delivery of elections In Angus	No budget to meet annual election expenses e.g. Election Management System & will mean RO cannot meet new statutory duties.
TOTAL Other Services	31				
OVERALL TOTAL SUBMITTED	327				