

a: Revenue Budget Monitor

| | Revised Budget | Forecast Outturn | Outturn Variance | Of which : | |
|------------|----------------|------------------|------------------------|--------------|----------------|
| | | | | Covid-19 | Non-Covid |
| P05 | £52.9m | £55.9m | £3.0m overspend | £4.3m | (£1.3m) |
| <i>P04</i> | <i>£52.9m</i> | <i>£55.9m</i> | <i>£3.0m overspend</i> | <i>£3.7m</i> | <i>(£0.7m)</i> |

| May | Jun/Jul | Aug | Sept | Oct | Nov | Dec | Jan | Feb |
|-----|---------|-----|------|-----|-----|-----|-----|-----|
| 2.9 | 3.0 | 3.0 | | | | | | |
| | ▼ | | | | | | | |

Position by Division

| SERVICE NET EXPENDITURE SUMMARY | 2021/22 - Full Year | | | | Variance Analysis | | | | |
|---------------------------------------|---------------------|----------------|------------------|------------------|-------------------|--------------|--------------------|-----------------------------|----------------|
| | Approved Budget | Revised Budget | Forecast Outturn | Outturn Variance | COVID-19 Exp | COVID-19 Inc | Gross COVID Impact | Covid Service Grants/Income | Non-COVID |
| | £000s | | | | £000s | | | | |
| 2 - Resources | | | | | | | | | |
| Digital Transformation | 15,305 | 14,721 | 14,920 | 199 | 821 | 145 | 966 | 0 | (767) |
| Legal and Democratic Services | 8,686 | 8,384 | 8,351 | (33) | 58 | 0 | 58 | 0 | (91) |
| Finance | 8,885 | 8,923 | 11,846 | 2,923 | 2,199 | 853 | 3,052 | | (129) |
| HR, Workplace & Organisational Design | 16,344 | 17,001 | 16,940 | (61) | 0 | 162 | 162 | | (223) |
| Policy, Strategy & Partnerships | 3,436 | 3,828 | 3,820 | (8) | 80 | 0 | 80 | | (88) |
| Total - Resources | 52,655 | 52,858 | 55,877 | 3,019 | 3,158 | 1,160 | 4,318 | 0 | (1,299) |

Key Messages:

There is little movement in the full year forecast across the divisions at P05.

- Digital Transformation** continues to forecast a net £0.2m overspend at the full year. There has been a risk / mitigation adjustment between Gross Covid-19 and Non-Covid of £0.6m due to Microsoft Desktop Licencing Agreement contract pressure now being identified as a Covid-19 pressure. The Gross Covid-19 Impact at P05 is forecast to be £1m (increased from £0.4m at P04) and the Non-Covid position (£0.8m) underspent, an increase of (£0.6m) from P04's position of (£0.2m).
- Legal and Democratic Services** continues to forecast a slight underspend at P05, with the Division reporting little movement from the P04 forecast position.
- Finance** continues to forecast a £2.9m overspend at P05. The Benefits Service is forecasting a £2m pressure which relates to ongoing emergency and hardship fund payments due to COVID-19. The Revenues Service is forecasting a shortfall of £0.9m, relating to the ongoing loss of summons and overpayments income. It continues to be assumed at this time that recovery will recommence in the second half of the year.

- HR, Workplace and Organisational Design division reports little move in forecast since P04.
- Policy, Strategy and Partnerships division is also reporting little move in its forecast this from P04.

Savings Delivery

B. Resources Dashboard

21/22 Resources Directorate Savings Target (£'000s):

3,493

| | This month | | | Last month | | | Top 5 largest savings at risk in 21/22 (ordered by size of saving at risk) | | |
|--|---------------------------------|------------------------|--------------------|---------------------------------|------------------------|--------------------|---|--|--------------------------------|
| | Total value of savings (£'000s) | Value at risk (£'000s) | Proportion at risk | Total value of savings (£'000s) | Value at risk (£'000s) | Proportion at risk | ID | Name of Proposal | Value at Risk in 21/22 (£'000) |
| No - savings are at risk | 2,225 | 2,156 | 97% | 2,125 | 1,990 | 94% | 21_NS_04 | Third Party Savings | £ 750 |
| Yes - savings are safe | 988 | 110 | 11% | 1,088 | 110 | 10% | 21_NS_05 | Corporate Landlord Delivery Model | £ 500 |
| SAVING CLOSED - CONFIRMED AS SECURED & DELIVERED | 280 | 0 | 0% | 280 | 0 | 0% | 21_NS_03 | Common Activities | £ 481 |
| NO RAG PROVIDED | 0 | 0 | n/a | 0 | 0 | n/a | NEW-4_Amended | Digital Transformation savings (Replaces legacy rollovers from 1920) | £ 140 |
| Grand Total | 3,493 | 2,266 | 65% | 3,493 | 2,100 | 60% | 21_New12 | Sale of vehicles | £ 130 |
| n/a - represents one off savings or mitigations in previous year | -1,448 | 0 | 0% | -1,448 | 0 | 0% | Mitigated savings from previous years' that remain 'due' for delivery this year (£m) | | |
| WRITTEN OFF | 1,205 | 0 | 0% | 1,205 | 0 | 0% | Amount due from previous year(s): | | £ 0.12 |
| Grand Total | 3,250 | 2,266 | 70% | 3,250 | 2,100 | 65% | Amount reported at risk: | | £ - |

Key Changes since last month:

1. There has been an increase in P5 in the value of savings reporting at risk, this is due to the following savings lines increasing the amount at risk for 21/22:

*21_NS_03 Common Activities (£500k target) - reporting £481k at risk (increased from £380k in P4)

*21_NS_04 Third Party Savings (£750k target) - change request processed to merge 21_New03 and 21_NS_04 into one savings line. The full amount is reporting at risk in P4.

2. The following 'change to description' has been processed this month for 21_New14_b - now titled 'Lord Mayor's driving saving' with the description 'The Lord Mayor's driving service will now be provided by Bristol Waste at a reduced cost as set out by SLA.'

Key messages/Comments

1. There are a number of savings continuing to report large values at risk (mostly cross cutting savings) however some of these have now presented savings plans to Delivery Exec which have been endorsed.

2. Given delays /changes to approach for the Digital Transformation Programme, Resources EDM should consider if alternative savings can be identified to mitigate in the short term.

b: Risks and Opportunities

| Division | Risk or Opportunity | Detailed Comment | Net Risk / (Opportunity) £'000 |
|--|----------------------------|--|--------------------------------|
| Digital Transformation | Risk | Various including DT contract pressures, legacy issues, Citizen Services Income targets | 1,607 |
| Finance | Risk | Ongoing loss of summons and overpayments income | 570 |
| HR, Workplace & Organisational Development | Risk | Various including ALTU scheme | 716 |
| Resources | Risk | Common Activities | 241 |
| Resources | Gross Risk | | 3,134 |
| Digital Transformation | Opportunity | Internal income | (438) |
| Finance | Opportunity | Various including underspends in revenue, Benefits and Procurement and Sourcing services plus additional Internal Income | (389) |
| Legal and Democratic Services | Opportunity | Internal income | (196) |
| HR, Workplace & Organisational Development | Opportunity | Organisation Development and FM | (900) |
| PSP | Opportunity | City Office and Western Gateway | (120) |
| Resources | Gross Opportunities | | (2,043) |
| Total | | | 1,091 |

c: Capital

| | | | | |
|------------------------|-----------------------|----------------------------|-------------------------|-------------------------|
| Approved Budget | Revised Budget | Expenditure to Date | Forecast Outturn | Outturn Variance |
| £8.6m | £9.3m | £1.8m | £6.2m 67% | (£3.1m) |

| Gross expenditure by Programme | | Current Year (FY2021) - Period 5 | | | | Performance to budget | |
|--------------------------------|---|----------------------------------|---------------------|--------------|----------------|-----------------------|------------|
| Ref | Scheme | Budget | Expenditure to Date | Forecast | Variance | Expenditure to date | Forecast |
| Resources | | | | | | | |
| NH06A | Bristol Operations Centre - Phase 2 | 348 | 7 | 220 | (128) | 2% | 63% |
| PL21 | Building Practice Service - Essential H&S | 3,047 | 710 | 2,987 | (59) | 23% | 98% |
| PL27 | Vehicle Fleet Replacement Programme | 4,053 | 265 | 1,307 | (2,746) | 7% | 32% |
| RE01 | ICT Refresh Programme | 1,571 | 485 | 1,424 | (147) | 31% | 91% |
| RE03 | ITTP – IT Transformation Programme | 219 | 291 | 219 | 0 | 133% | 100% |
| RE06 | Return to Workplace ICT equipment – Covid Response Fund | 99 | 15 | 77 | (22) | 15% | 78% |
| Total Resources | | 9,337 | 1,772 | 6,234 | (3,103) | 19% | 67% |

Key Messages:

- PL27 - The Vehicle Fleet Replacement Programme now anticipates that delivery of vans due in March 2022 will now be rescheduled in to 2022/23.
- RE01 – The Network Low Level Design project under ICT Refresh Programme will commence in 2021/22 and has been costed at £0.4m. This was previously budgeted at £0.55m. This has resulted in £0.15m of 2021/22 budget being reprofiled into 2022/23.