

## a: Revenue Budget Monitor

	Revised Budget	Forecast Outturn	Outturn Variance	Of which: COVID-19	Non-COVID
<b>P06</b>	<b>£52.7m</b>	<b>£55.7m</b>	<b>£3.0m overspend</b>	<b>£4.3m</b>	<b>(£1.3m)</b>
<b>P05</b>	<b>£52.9m</b>	<b>£55.9m</b>	<b>£3.0m overspend</b>	<b>£4.3m</b>	<b>(£1.3m)</b>

May	Jun/Jul	Aug	Sept	Oct	Nov	Dec	Jan	Feb
2.9	3.0	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	Context	£000s				
<b>2 - Resources</b>										
21 - Digital Transformation	15,305	14,721	15,127	406		821	151	972		(566)
22 - Legal and Democratic Services	8,603	8,275	8,217	(58)		58	0	58		(116)
24 - Finance	8,885	8,923	11,852	2,929		2,199	853	3,052		(123)
25 - HR, Workplace & Organisational Design	16,344	17,001	16,889	(113)		0	162	162		(275)
28 - Policy, Strategy & Partnerships	3,436	3,828	3,700	(128)		80	0	80		(208)
<b>Total 2 - Resources</b>	<b>52,572</b>	<b>52,749</b>	<b>55,785</b>	<b>3,036</b>		<b>3,158</b>	<b>1,166</b>	<b>4,324</b>	<b>0</b>	<b>(1,288)</b>

## Key Messages:

There is a net nil movement against the Resources Directorate's overall forecast position since P5.

- **Digital Transformation** forecast overspend has increased by £0.2m to £0.4m at P6. The movement relates to the crystallisation of £0.6m Desktop Licencing Agreement contract pressure previously anticipated in the Risks & Opportunities log at section (b). This pressure is driven by the requirement for additional licences linked to increased working from home due to COVID-19 social distancing. Partially offsetting the £0.6 risk is the materialisation of (£0.4m) internal trading income recharges for Digital Transformation staff time spent in support of the cross-organisational projects and programmes.
- **Legal and Democratic Services** continues to forecast a slight underspend at P06, with the division reporting little movement from the P05 forecast position.
- **Finance** continues to forecast a £2.9m overspend at P06. 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 £0.8m, relating to the ongoing loss of summons and overpayments income. Further reduction in income collection resulting from continued delay in recovery activity is currently reflected in the Risks and Opportunities log at section (b). A £0.1m net overspend is forecast across the other divisions within Finance.
- **HR, Workplace and Organisational Design** division reports little move in forecast since P05.

- **Policy, Strategy and Partnerships** division forecasts a (£0.1m) improvement from P05. This includes savings in the City Office.

It is reported here that an OED has been signed by the Deputy Mayor - Finance, Governance and Performance and the Council's S151 Officer to approve spend up to £0.35m (DWP Household Support Fund) to provide targeted support for 2 – 16+ year olds who receive Free School Meals and/or Pupil Premium over October half term, by awarding a £15 food voucher to each child that is eligible.

## 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	1,711	77%	2,225	2,156	97%	21_NS_04	Third Party Savings	£ 750
Yes - savings are safe	988	0	0%	988	110	11%	21_NS_03	Common Activities	£ 481
SAVING CLOSED - CONFIRMED AS 'SECURED & DELIVERED'	280	0	0%	280	0	0%	NEW_4_Amended	Digital Transformation savings (Replaces legacy rollovers from 1920)	£ 140
NO RAG PROVIDED	0	0	n/a	0	0	n/a	21_New12	Sale of vehicles	£ 130
<b>Grand Total</b>	<b>3,493</b>	<b>1,711</b>	<b>49%</b>	<b>3,493</b>	<b>2,266</b>	<b>65%</b>	21_New17	Consistent CSC budget slack (Citizen advice services call centre)	£ 75
n/a - represents one off savings or mitigations in previous year	-1,448	0	0%	-1,448	0	0%	<b>Mitigated savings from previous years' that remain 'due' for delivery this year (£m)</b>		
WRITTEN OFF	1,205	0	0%	1,205	0	0%	Amount due from previous year(s):		£ 0.12
<b>Grand Total</b>	<b>3,250</b>	<b>1,711</b>	<b>53%</b>	<b>3,250</b>	<b>2,266</b>	<b>70%</b>	Amount reported at risk:		£ -

### Key Changes since last month:

1. There has been a **reduction in the amount at risk** in the Resources Directorate this month, from £2.2m to £1.7m. This is due to the following changes (note these were agreed with David Martin as an input to this month's reporting, but no P6 submission received):

\*21\_New08 Digitisation of parking permits - print and mail reduction (£45k) - now reporting the full amount **as safe** for 21/22

\*21\_New10 Covid working changes - PRINTING (£25k) - now reporting the full amount **as safe** for 21/22

\*21\_New11 Tea & Coffee (£30k) - now reporting the full amount **as safe** for 21/22

\*21\_New13 Covid WORKING - reduced waste (£10k) - now reporting the full amount **as safe** for 21/22

\*21\_NS\_05 Corporate Landlord Delivery Model (£500k) - amount at risk **reduced** from £500k to £54.9k

### Key messages/Comments

1. There are a number of savings continuing to report large values at risk (mostly cross cutting savings) however a number of these have now presented savings plans to Delivery Exec which have been endorsed, but the savings updates reported to DE have yet to translate into the same savings updates within this monthly savings reporting. These should be reviewed.

2. Common Activities is due to be split into tactical G&R/Resources savings for 21/22, once those Directorates have a confirmed plan. This remains work in progress. Transformational savings plans are shaping up as part of the CA programme.

3. 22/23 budget setting is now in prep. Note there have been no requests from Resources to write off any legacy savings so these will all remain.

## b: Risks and Opportunities

Division	Risk or Opportunity	Detailed Comment	Net Risk / (Opportunity) £
Digital Transformation	Risk	Various (including DT contract pressures, legacy issues, Citizen Services Income targets)	1,407
Digital Transformation	Opportunity	Citizens Services	(38)
Finance	Risk	Ongoing loss of summons and overpayments income	570
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	Risk	Various (including ALTU scheme)	516
HR, Workplace & Organisational Development	Opportunity	Various (including Organisational Development)	(500)
Resources	Risk	Common Activities Programme	241
<b>Total</b>			<b>1,611</b>

## c: Capital

Approved Budget	Revised Budget	Expenditure to Date	Forecast Outturn	Outturn Variance
<b>£8.6m</b>	<b>£6.3m</b>	<b>£2.4m</b>	<b>£6.3m</b> 100%	<b>£0.0m</b>

### Gross expenditure by Programme

Ref	Scheme	Current Year (FY2021) - Period 6				Performance to budget	
		Budget	Expenditure to Date	Forecast	Variance	Expenditure to date	Forecast
						£000s	%
NH06A	Bristol Operations Centre - Phase 2	220	45	268	48	20%	122%
PL21	Building Practice Service - Essential H&S	2,987	957	2,987	(0)	32%	100%
PL27	Vehicle Fleet Replacement Programme	1,307	489	1,307	0	37%	100%
RE01	ICT Refresh Programme	1,424	697	1,424	0	49%	100%
RE03	ITTP – IT Transformation Programme	219	171	219	0	78%	100%
RE06	Return to Workplace ICT equipment – Covid Response Fund	99	16	77	(22)	16%	78%
<b>Total Resources</b>		<b>6,256</b>	<b>2,374</b>	<b>6,282</b>	<b>26</b>	<b>38%</b>	<b>100%</b>

### Key Messages:

There have been significant revisions to Capital budgets this month in order to bring these in to alignment with latest forecasts. This reduces the Council's in-year borrowing requirements and associated costs of borrowing.