

Integrated Finance Monitoring Report for the period ending 30 November 2021

To: Strategy & Resources Committee

Meeting Date: 27 January 2022

From: Chief Finance Officer

Electoral division(s): All

Key decision: Yes

Forward Plan ref: 2022/003

Outcome: The Committee will have received information setting out the current financial position of the Council enabling it to assess delivery of the Council's business plan. It will also have made decisions around the allocation of resources. Overall, this will contribute to good financial management and stewardship of public funds.

Recommendation: Strategy & Resources Committee (S&R) is recommended to:

- a) Approve the proposals for the use of uncommitted Public Health reserves totalling £2.9m, as set out in section 5.1;
- b) Note the forecast £300k Alconbury Weald Enterprise Zone National Non-Domestic Rates (NNDR) retained business rates income, as set out in section 5.2;
- c) Note the decisions taken by Adults and Health Committee to approve the allocation of the discretionary elements of a series of ring fenced Covid-19 grants, as set out in section 5.3;
- d) Note the use of additional £0.3m revenue contributions for Strategy and Scheme Development work, as set out in section 6.6; and
- e) Note and comment on the Finance Monitoring Report for Corporate Services (Appendix 3).

Officer contact:

Name: Stephen Howarth
 Post: Assistant Director of Finance
 Email: stephen.howarth@cambridgeshire.gov.uk
 Tel: 01223 507126

Member contacts:

Names: Councillors Nethsingha & Meschini
 Post: Chair/Vice-Chair
 Email: Lucy.Nethsingha@cambridgeshire.gov.uk
Elisa.Meschini@cambridgeshire.gov.uk
 Tel: 01223 706398

1. Purpose

- 1.1 To present financial and performance information to assess progress in delivering the Council's Business Plan.

2. Overview

- 2.1 The following summary provides the Authority's forecast financial position at year-end and its key activity data for care budgets.

Finance and Key Activity

Revenue budget forecast outturn -£7.661m (-1.8%) forecast year end variance, however, there continues to be uncertainty about the pandemic impact in the coming months Green	This is a £0.633m increase in the forecast revenue underspend compared to last month. There is a £3.625m decrease in the forecast capital year-end expenditure compared to last month.	Capital programme forecast outturn -£10.9m (-6.3%) forecast year end variance Green
---	---	--

Number of service users supported by key care budgets

Older people aged 65+ receiving long term services	Budgeted no. of care packages 2021/22	Actual Nov 21	Actual May 21	Trend in service user numbers since May 21	Trend in average weekly unit cost since May 21
Nursing	585	520	492	Increasing	Stayed the same
Residential	987	876	864	Increasing	Stayed the same
Community	2,387	1,945	1,932	Increasing	Stayed the same

Working Age Adults receiving long term services	Budgeted no. of care packages 2021/22	Actual Nov 21	Actual May 21	Trend in service user numbers since May 21	Trend in average weekly unit cost since May 21
Nursing	60	67	69	Stayed the same	Increasing
Residential	346	360	358	Stayed the same	Increasing
Community	2,836	2,918	2,868	Increasing	Increasing

Children in Care	Budgeted no. of placements 2021/22	Actual Nov 21	Actual May 21	Trend in service user numbers since May 21	Trend in average weekly unit cost since May 21
Children in Care placements	314	294	308	Decreasing	Increasing
Fostering and Supervised Contact	297	247	226	Decreasing	Decreasing
Adoption	477	422	430	Decreasing	Stayed the same

Further details can be found in the quarterly service committee performance reports.

2.2 The key issues included in the summary analysis are:

- The overall revenue budget position is showing a forecast year-end underspend of -£7.661m. The forecast underspends are largely within People & Communities (P&C) (-£4.6m), Funding Items (-£1.8m), CS Financing (-£0.7m) and Corporate Services (CS) (-£0.6m). There is a small forecast pressure within Place & Economy (P&E) (+£0.052m) See section 3 for details.
- The Capital Programme is forecasting a year-end underspend of -£10.9m at year-end. This includes use of the capital programme variations budget. See section 6 for details

3. Revenue Budget

3.1 A more detailed analysis of financial performance is included below:

Key to abbreviations

CS Financing – Corporate Services Financing

DoT – Direction of Travel (up arrow means the position has improved since last month)

Original Budget as per Business Plan £000	Forecast Variance (Oct) £000	Service	Current Budget for 2021/22 £000	Actual (Nov) £000	Forecast Variance (Nov) £000	Forecast Variance (Nov) %	Overall Status	DoT
64,317	-31	Place & Economy	64,257	33,014	52	0.1%	Green	↓
302,530	-4,693	People & Communities	299,771	165,289	-4,609	-1.5%	Green	↓
0	0	Public Health	0	-22,800	0	-	Green	↑
25,489	6	Corporate Services	26,614	16,916	-595	-2.2%	Green	↑
31,295	-705	CS Financing	31,295	4,913	-705	-2.3%	Green	↓
423,632	-5,423	Service Net Spending	421,937	197,332	-5,856	-1.4%	Green	↑
11,745	-1,604	Funding Items	13,440	13,440	-1,804	-	Green	↑
435,377	-7,027	Grand Total Net Spending	435,377	210,771	-7,661	-1.8%	Green	↑
155,583		Schools	155,583					
590,960		Total Spending 2021/22	590,960					

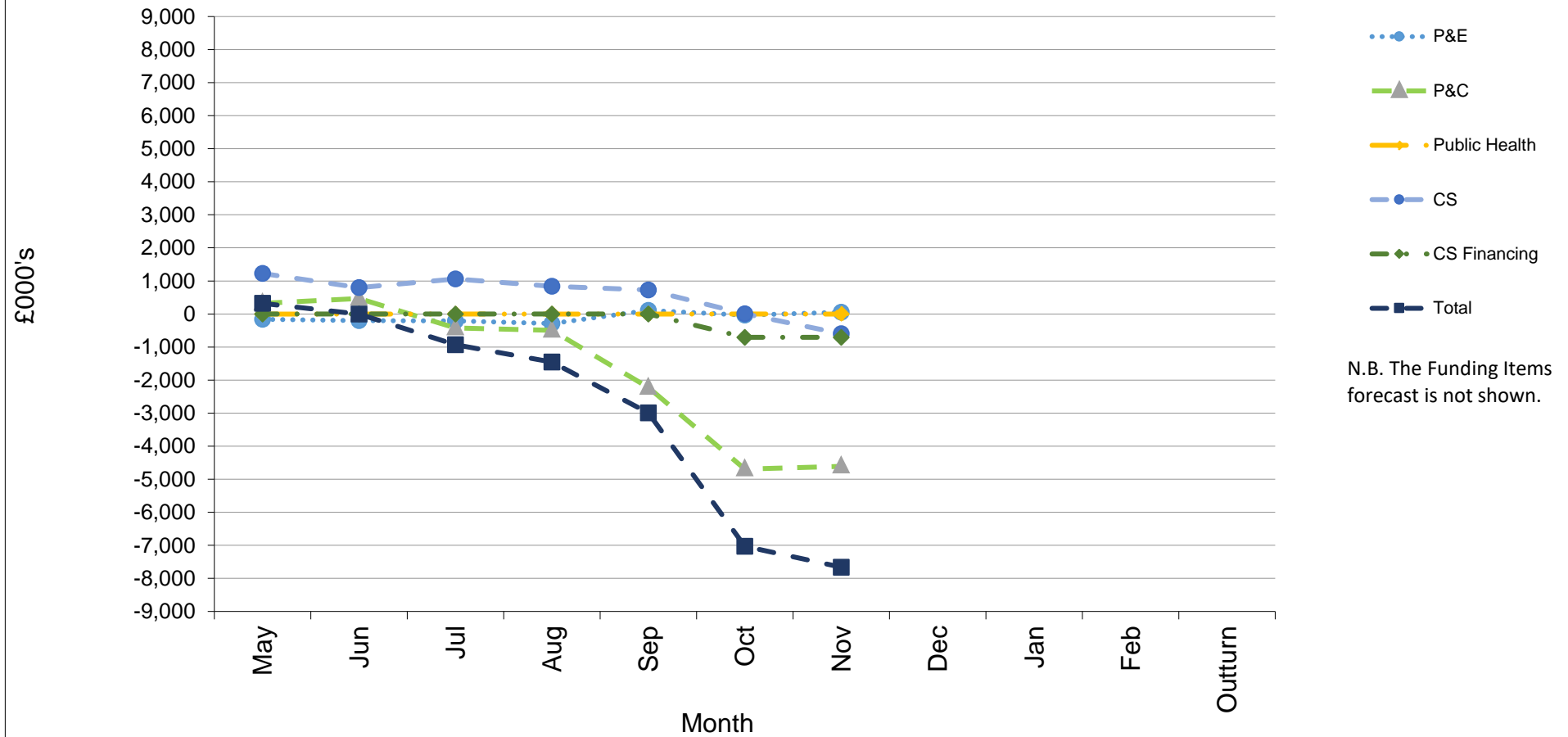
¹ The budget figures in this table are net.

² For budget virements between Services throughout the year, please see [Appendix 1](#).

³ Public Health's budget is stated to be zero as it is entirely funded by ring-fenced grant, mainly the Public Health Grant. Public Health is expected to be underspent by £2,308k on its service budget, but this will be carried-forward into the public health grant reserve.

⁴ The 'Funding Items' budget comprises the £9.2m Combined Authority Levy, the £424k Flood Authority Levy and £3.8m change in general and corporate reserves budget requirement. The forecast outturn on this line reflects any variance in the amount received from corporate grants and business rates from what was budgeted; a negative outturn indicates a favourable variance, i.e., more income received than budgeted.

Forecast Outturn Position 2021/22



3.2 Dedicated Schools Grant (DSG) Deficit Summary

Opening Balance 2021-22 £m, deficit	Forecast in-year movement, £m	Forecast Closing Balance 2021-22 £m, deficit
26.4	13.6	40.0

A cumulative DSG deficit of £26.4m has been carried forward into 2021/22. Based on initial budget requirements for 2021/22 an underlying forecast pressure of £11.2m relating to High Needs was identified. However, as the number of Education Health Care Plans (EHCPs) has continued to increase at a faster rate than previous forecasts the in-year forecast pressure on High Needs has now risen to £13.794m. There are some minimal offsetting underspends elsewhere within the DSG resulting in a net forecast pressure for 2021/22 of £13.619m. This is a ring-fenced grant and, as such, pressures do not currently affect the Council's bottom line. We continue to work with the Department for Education (DfE) to manage the deficit and evidence plans to reduce spend.

3.3 Summary of Forecast Covid-19 Related Costs by Directorate for 2021/22

Directorate	Net Covid-19 Pressure £000
Place & Economy	837
People & Communities	10,109
Corporate Services	3,073
Total	14,019

These Covid-19 related costs are a mixture of additional expenditure, reduced income, and savings not delivered as a result of the pandemic. They are also net of any external funding received to cover specific functions and pressures (such as the Contain Outbreak Management Fund). Increasingly, some of these additional costs have been included within initial budgets and as such do not impact on the services' forecast outturns reported elsewhere within this report. However, the overall costs related to Covid-19 are still required to be categorized and reported to central government.

3.4 Key exceptions this month are identified below

Exceptions relate to Forecast Outturns that are considered to be in excess of +/- £250k.

3.4.1 Place & Economy:

+£0.052m (+0.1%) underspend is forecast.

- Street Lighting

Outturn Variance £m	Outturn Variance %
-0.301	(-3%)

A -£0.301m underspend is forecast. This is due to savings from the PFI contract and vacancy savings in the Commissioning team. Energy inflation costs are increasing but are less than expected, resulting in a further underspend.

- Transport Strategy and Policy

Outturn Variance £m	Outturn Variance %
0.290	(-%)

A +£0.290m pressure is forecast. The Strategy & Scheme development capital budget is under pressure this year. There has not been much work forthcoming from the Combined Authority due to the change of Mayor revisiting its priorities and about what work it wants the Council to do to assist the delivery of its programme.

There are also a number of areas of Council work which the team are expected to deliver for which there is insufficient funding, this includes A428 Black Cat to Caxton Gibbet Examination which has to be delivered as it is part of Council's statutory duty.

Use of revenue funding is now being used to cover this capital pressure. See also sections 6.3.1 (Strategy and Scheme Development work) and 6.6.

- Highways Development Management

Outturn Variance £m	Outturn Variance %
-0.559	(-%)

A -£0.559m underspend is forecast. This is an increase of £0.291m on the underspend position previously reported last month. There is an expectation that section 106 fees will come in higher than budgeted for new developments which will lead to an overachievement of income. However, this is an unpredictable income stream, and the forecast outturn is updated regularly.

- A combination of more minor variances sum with the above to lead to an overall forecast outturn of +£0.052m. For full and previously reported details, see the [P&E Finance Monitoring Report](#).

3.4.2 People & Communities:

-£4.609m (-1.5%) underspend is forecast at year-end.

- Strategic Management - Adults

Outturn Variance £m	Outturn Variance %
0.712	(+12%)

A £0.712m pressure is forecast. This is an increase of £0.475m on the pressure position previously reported last month. The Strategic Management – Adults line

holds a range of central grant funding and Health funding including the Better Care Fund allocations. Funding from government grants is offsetting increased pressures in Learning Disabilities which have emerged in recent months. In addition, this line is holding a central risk assumption for demand changes and market pressures that are expected to need to be funded over the winter months across all care types. This will be monitored on a regular basis as we move through the remainder of this financial year and the forecast on this line will reduce as the costs appear on the care budgets.

- **Mental Health Services**

Outturn Variance £m	Outturn Variance %
-0.098	(-1%)

A -£0.098m underspend is forecast. This is a decrease of -£0.710m on the pressure position previously reported in August, of which -£0.497m relates to a change since last month. The service has been working to streamline processes and improve the client's journey through the financial assessments process so that their assessment can be completed in a more timely manner. The performance of the Financial Assessments Team has facilitated resolution of a historic backlog of outstanding cases, and this has significantly increased the overall level of income expected from clients contributing towards the cost of their care within Mental Health Services.

We will continue to review in detail the activity information and other cost drivers to validate this forecast position. This remains subject to variation as circumstances change and more data comes through the system.

- **Corporate Parenting**

Outturn Variance £m	Outturn Variance %
-0.800	(-10%)

A -£0.800m underspend is forecast. This is an increase of -£0.400m on the underspend position previously reported in July, of which -£0.300m relates to a change since last month. £300k of the increase is based on the latest service commitment record due to the weekly rate for Care Leavers being increased from £240 to £270 and backdated to 1 April 2021. In the Unaccompanied Asylum Seeker Children (UASC)/Leaving Care budgets activity undertaken in the service to support moves for unaccompanied young people to lower cost, but appropriate accommodation, and the decision by the Home Office to increase grant allowances from 1 April 2020, and again on 1 April 2021, have also contributed to an improved budget position.

- **Home to School Transport – Special**

Outturn Variance £m	Outturn Variance %
+0.700	(+5%)

A £0.700m pressure is forecast. This is an increase of £0.450m on the pressure position previously reported last month. This reflects the significant increase in numbers of pupils with Education, Health and Care Plans (EHCPs). The revised position is due to the continuing demand for places at Special Schools and High

Needs Units combined with an increase in complexity of transport need, often resulting in children being transported in individual taxis with a Passenger Assistant.

- A combination of more minor variances sum with the above to lead to an overall forecast outturn of -£4.609m. For full and previously reported details, see the [P&C and PH Finance Monitoring Report](#).

3.4.3 Public Health:

-£2.308m underspend is forecast for year-end.

- **Public Health Directorate Staffing and Running Costs**

Outturn Variance £m	Outturn Variance %
-1.377	(-62%)

A -£1.377m underspend is forecast. This is an increase of -£0.821m on the underspend position previously reported in September, of which -£0.760m relates to a change since last month. This is due to vacant posts. The current national demand for Public Health specialists is making recruitment very difficult and repeat advertising is being required for some posts leading to the forecast underspend across the staffing budgets.

- The overall -£2.308m underspend being reported in the Public Health directorate will be transferred to the Public Health ring-fenced grant reserve at year-end, leading to a balanced budget overall. For full and previously reported details, see the [P&C and PH Finance Monitoring Report](#).

3.4.4 Corporate Services:

-£0.595m (-2.2%) underspend is forecast for year-end.

- **IT & Digital Service**

Outturn Variance £m	Outturn Variance %
0.321	(+13%)

A £0.321m pressure is forecast. This is due to the cost of £0.211m for IT licences and £0.110m for hosting Outsystems, a legacy system from LGSS.

- **Central Services and Organisation-Wide Risks**

Outturn Variance £m	Outturn Variance %
-0.542	(-22%)

A -£0.542m underspend is forecast. This is due to CCC mileage savings during quarters 1 and 2.

- A combination of more minor variances sum with the above to lead to an overall forecast outturn of -£0.595m. For full and previously reported details, see the [CS Finance Monitoring Report](#).

3.4.5 CS Financing:

-£0.705m (-2.3%) underspend is forecast for year-end. There are no exceptions to report this month; for full and previously reported details, see the [CS Finance Monitoring Report](#).

3.4.6 Funding Items:

-£1.804m underspend is forecast for year-end. This is an increase of £0.442m on the underspend position previously reported in July, of which £0.200m relates to a change since last month. This is primarily due to a forecast additional £126k Business Rates Compensation grant above the budgeted amount, and forecast Alconbury Enterprise Zone NNDR payments of £300k in respect of rates collected for 2019-20 and 2020-21 as outlined below in section 5.1.

Note: exceptions relate to Forecast Outturns that are considered to be in excess of +/- £250k.

4. Key Activity Data

- 4.1 The latest key activity data for: Children in Care Placements; Special Educational Needs (SEN) Placements; Adults & Safeguarding; Adult Mental Health; Older People (OP); and Older People Mental Health (OPMH) can be found in the latest [P&C and PH Finance Monitoring Report](#) (section 5).

5. Funding Changes

5.1 Use of Public Health reserves

At their meeting on 9 December 2021, Adults & Health Committee reviewed the current position on Public Health reserves and agreed a recommendation to request that S&R Committee approve proposals for the use of uncommitted reserves totalling £2.9m. Spend against Public Health reserves has been low over recent months as the Directorate has focussed on the response to the Covid 19 pandemic. However, as we start to emerge from the pandemic response, the Council's Public Health team have been reviewing the potential usage of the reserves that have built up and put forward proposals for work to reduce health inequalities and help the pandemic recovery. Proposals totalling £2.9m of spend over the next 3 years from the current £3.4m of uncommitted reserves are set out overleaf for consideration.

Proposals for use of Public Health reserves:

Project name	Cost	Timescale	Brief Description	Agreed HWB Priorities
1. Covid Recovery Survey	£368,000	3 years	An annual local survey for 3 years to assess long-term covid impact on topics such as access to health and preventative care, mental health and wellbeing, health behaviours, economic and social stresses.	Linked to all
2. Support to families of children in Cambridgeshire who self-harm	£102,400	2 years	The proposal is based on a pilot piece of work that was commissioned by the local authority in 2016 using the community provider 'Pinpoint'. Please see additional attachments for details of this pilot project and current proposal.	Mental Health / Best Start in Life
3. Gypsy Roma and Travellers Education Liaison officer	£47,592	2 years	Support for children and families of Gypsy Traveller ethnicity to access and maintain education through an education support officer.	Best Start in Life for Children.
5. Psychosexual counselling service (Pilot project)	£68,936	2 years	Pilot Project to provide a psychosexual counselling service for the Cambridgeshire and Peterborough population. The costings are based upon hiring a band 7 psychotherapist, providing clinics within the iCaSH service, with an estimated 94 Patients to access the service annually. Costs are for CCC element.	Mental Health
6. Primary Care Long-Acting Reversible Contraception (LARC) training programme.	£60,000	12-18 months	To fund a LARC training programme for GPs and Practice Nurses, which includes 100 LoCs (Letters of Competence) and course of 5 for a minimum of 20 delegates.	Best Start in Life for Children.
7. Tier 3 Weight Management Services Capacity post COVID 19	£1,465,400	3 years	To provide funding to increase the capacity of Tier 3 weight management. Tier 3 weight management services are commissioned from our Lifestyle Provider Everyone Health. Funding is requested to reduce the backlog of 490 clients = £490k. This will also fill the gap in supply for the next two years. Evaluation costs included in proposal.	Environments to promote healthy living
8. Proposal: To decrease the number of women who continue to smoke during pregnancy.	£220,000	2 years	Funding is requested to provide the following to reduce smoking in pregnancy and bolster other system initiatives to address smoking. This includes incentives for pregnant smokers to quit to run as a pilot. (£60k over 2 years), and an additional Public Health Manager fixed term post to develop and implement the smoking and pregnancy incentive programme and support the Tobacco Alliance Plan delivery objectives (£120k over two years).	Best Start in Life for Children.
11. Public Mental Health Manager	£105,000	2 years	The proposal is to request funding to employ a mental health strategist at Public Health Manager level to work alongside the consultant in Public Health responsible for mental health at the local authority and the consultant in Public Health working with CPFT. The role will include the review of information and data collated by the Public Health analysts and literature reviews of evidence on what works for mental wellbeing, supporting the writing of the mental health strategies. With an additional £37,000 from the mental health partnership (CCG)	Mental health
12. Mapping and understanding the effects of planning policy of the built environment on health inequalities	£170,000	1 year	The proposal is to commission research to pull together disparate data sources to map the current baseline for gambling outlets, licensed premises, and fast food outlets, links to deprivation and tailored policy recommendations for each local authority. Project costs include evaluation costs.	Environments to promote healthy living
14. Strategic Health Improvement Manager	£165,000	2 years	The proposal is to request funding to employ a Public Health Strategic Manager who will be responsible for gathering evidence to inform policy and strategy development for a fixed term of two years. For example, reviewing information, data, and evidence to identify need and providing evidence for interventions. The postholder would also support the commissioning of public health services and their evaluation. The other key role would be to support and engender partnership engagement in developing and contributing to strategies and interventions.	Environments to promote healthy living
15. Public Health Manager - Learning Disability	£105,000	2 years	The proposal is to request funding to employ an Learning Disability (LD) health prevention strategist at Public Health Manager level to work alongside the consultant in Public Health responsible for LD public health at the local authority. The role will include the review of information and data collated by the Public Health analysts and literature reviews of evidence, supporting the writing of the LD health strategies and support for evaluation.	Mental Health
Public Health Reserve Proposals (including Evaluations)	£2,877,328			

In recommending these proposals, attention has been paid to the Health and Wellbeing Board and Integrated Care Partnership system wide priorities. Agreement to use of these reserves will reduce the in-year uncommitted Public Health reserve balance to £521k. The current year forecast position for the Public Health Directorate is an underspend of £2.3m which it is assumed will be transferred to Public Health reserves at year-end. In addition, proposals are included in the Business Planning process for 2022/23 and beyond for use of £1.045m of Public Health reserves. If all of

these proposed reserve movements are approved, this will leave a forecast uncommitted reserve balance on Public Health reserves at the start of 2022/23 of £1.8m.

Strategy & Resources Committee is asked to approve the proposals for the use of uncommitted Public Health reserves totalling £2.9m as above.

5.2 Alconbury Weald Enterprise Zone National Non-Domestic Rates (NNDR) income 2019-20, 2020-21

There is a memorandum of understanding (MOU) between the Council, the Combined Authority and Huntingdonshire District Council (HDC) regarding the development and delivery of the Alconbury Weald Enterprise Zone. As part of this the Council is due to receive its share of 18% retained business rates. The MOU states that payment of distributed Business Rates funds will commence annually with the first payment based on cleared NNDR receipts collected from the year 2019-20. This has now been calculated by the district council and payment will take place in 2021-22. As such the Council is due to receive payments from HDC of £127.6k and £172.7k (estimated) in respect of rates collected for 2019-20 and 2020-21.

Strategy & Resources Committee is asked to note the forecast £300k Alconbury Weald Enterprise Zone NNDR retained business rates income in respect of rates collected for 2019-20 and 2020-21.

5.3 Allocation of Infection Control, Vaccination and Workforce Recruitment and Retention Funding in response to the Covid-19 pandemic

At its meeting on 9 December 2021, Adults & Health Committee approved the allocation of the discretionary elements of the Infection Control, Rapid Testing, Vaccination and Workforce Recruitment and Retention grants which have been issued by central government on a one-off basis. These are ring fenced grants covering spend between 1 October 2021 and 31 March 2022 and the discretionary elements total £2.7m.

The purpose of the funding is to support adult social care providers, including those with whom the local authority does not contract, to:

1. Reduce the rate of Covid-19 transmission within and between care settings through effective intervention prevention and control practices and increase Covid-19 and flu vaccine uptake amongst staff;
2. Conduct testing of staff and visitors in care settings to identify and isolate positive cases to enable close contact visiting where possible;
3. Support the sector with recruitment and retention challenges.

Subsequently a further £2.9m of ring fenced Workforce Recruitment and Retention grant has been announced to be spent between 10 December 2021 and 31 March 2022. Adults & Health Committee approved the allocation of these monies at its meeting on 13 January 2022.

Strategy & Resources Committee is asked to note the decisions taken by Adults and Health Committee to approve the allocation of the

discretionary elements of a series of ring fenced Covid-19 grants as above.

6. Capital Programme

6.1 Capital financial performance

A summary of capital financial performance is shown below:

Original 2021/22 Budget as per Business Plan £000	Forecast Variance - Outturn (Oct) £000	Service	Revised Budget for 2021/22 £000	Actual-Year to Date (Nov) £000	Forecast Variance - Outturn (Nov) £000	Forecast Variance - Outturn (Nov) %	Total Scheme Revised Budget (Nov) £000	Total Scheme Forecast Variance (Nov) £000
96,983	-	P&E	106,375	32,610	-1,126	-1.1%	575,387	-1,155
44,588	-3,507	P&C	43,473	18,567	-4,474	-10.3%	535,133	-1,111
10,261	-3,781	Corporate Services	23,758	11,484	-5,313	-22.4%	196,254	-337
-	-	Outturn adjustment	-	-	-	-	-	-
151,832	-7,288	Total Spending	173,606	62,661	-10,913	-6.3%	1,306,774	-2,603

Notes:

1. The 'Revised Budget' incorporates any changes in the funding available to what was originally budgeted. A breakdown of the use of the capital programme variations budget by service is shown in section 6.2.
2. The reported P&E capital figures do not include Greater Cambridge Partnership, which has a budget for 2021/22 of £40.0m and is currently forecasting a balanced budget at year-end.
3. The 'Total Scheme Forecast Variance' reflects the forecast variance against budget of the total expenditure for all active capital schemes across all financial years.

6.2 2021-22 capital programme variations budgets

6.2.1 A summary of the use of the 2021-22 capital programme variations budgets by services is shown below. These variation budgets are set annually and reflect an estimate of the average variation experienced across all capital schemes, and reduce the overall borrowing required to finance our capital programme. There are typically delays in some form across the capital programme due to unforeseen events, but we cannot project this for each individual scheme. We therefore budget centrally for some level of delay. Any known delays are budgeted for and reported at scheme level. If forecast underspends are reported, these are offset with a forecast outturn for the variation budget, leading to a balanced outturn overall up to the point when rephasing exceeds this budget.

Service	Capital Programme Variations Budget £000	Forecast Variance - Outturn (Nov) £000	Capital Programme Variations Budget Used £000	Capital Programme Variations Budget Used %	Revised Forecast Variance - Outturn (Nov) £000
P&E	-25,237	-26,363	25,237	100.0%	-1,126
P&C	-5,805	-10,279	5,805	100.0%	-4,474
CS	-5,620	-10,933	5,620	100.0%	-5,313
Outturn adjustment	-	-	-	-	-
Total Spending	-36,662	-47,575	36,662	100.0%	-10,913

6.2.2 As at the end of November, Place & Economy, People & Communities and Corporate Services schemes have all exceeded the capital variations budgets allocated to them, forecasting in-year underspends of -£1.1m, -£4.5m and -£5.3m respectively. The current overall forecast position is therefore a -£10.9m underspend; the forecast will be updated as the year progresses.

6.3 Capital Current Year Key Exceptions

A more detailed analysis of current year key exceptions this month by programme for individual schemes of £0.25m or greater is identified below.

6.3.1 Place & Economy:

A -£1.126m (-1.1%) underspend is forecast at year-end.

- A1303 Swaffham Heath Road Crossroads

Revised Budget for 2021/22 £'000	Forecast Spend - Outturn (Nov) £'000	Forecast Spend - Outturn Variance (Nov) £'000	Variance Last Month (Oct) £'000	Movement £'000	Breakdown of Variance: Underspend/pressure £'000	Breakdown of Variance: Rephasing £'000
980	80	-900	-400	-500	0	-900

An in-year underspend of -£0.9m is forecast. This is an increase of -£0.5m on the underspend position previously reported last month. Construction is not expected to begin until early 2022/23 and is subject to ongoing land negotiation.

- Strategy and Scheme Development work

Revised Budget for 2021/22 £'000	Forecast Spend - Outturn (Nov) £'000	Forecast Spend - Outturn Variance (Nov) £'000	Variance Last Month (Oct) £'000	Movement £'000	Breakdown of Variance: Underspend/ pressure £'000	Breakdown of Variance: Rephasing £'000
908	908	0	287	-287	0	0

A balanced budget is forecast. This is a change of £0.314m on the position previously reported in September, of which £0.287m relates to a change since last month. Use of revenue funding is now being used to cover the previously reported pressure. See also sections 3.4.1 (Transport Strategy and Policy) and 6.6.

- £90m Highways Maintenance schemes - Other

Revised Budget for 2021/22 £'000	Forecast Spend - Outturn (Nov) £'000	Forecast Spend - Outturn Variance (Nov) £'000	Variance Last Month (Oct) £'000	Movement £'000	Breakdown of Variance: Underspend/ pressure £'000	Breakdown of Variance: Rephasing £'000
6,566	5,757	-809	-372	-437	0	-809

An in-year underspend of -£0.8m is forecast. This is an increase of £0.4m on the underspend position previously reported last month. This is primarily due to rephasing of the following schemes:

- Littleport – Road space issues with Highways England / Suffolk network; 50% of the scheme will be carried out when the diversion route falls within Cambridgeshire (predicted at £452k spend in 2021/22, £450k spend 2022/23).
- Parson Drove/Murrow Bank (£390k) – Works to be programmed in 2022/23 to realise efficiencies by working alongside a 2022/23 Gull Road scheme.

- Swaffham Prior Community Heat Scheme

Revised Budget for 2021/22 £'000	Forecast Spend - Outturn (Nov) £'000	Forecast Spend - Outturn Variance (Nov) £'000	Variance Last Month (Oct) £'000	Movement £'000	Breakdown of Variance: Underspend/ pressure £'000	Breakdown of Variance: Rephasing £'000
8,998	6,598	-2,400	0	-2,400	0	-2,400

An in-year underspend of -£2.4m is forecast. The scheme is being rephased with £2.4m costs likely to move into 2022/23.

- Oil Dependency Fund

Revised Budget for 2021/22 £'000	Forecast Spend - Outturn (Nov) £'000	Forecast Spend - Outturn Variance (Nov) £'000	Variance Last Month (Oct) £'000	Movement £'000	Breakdown of Variance: Underspend/ pressure £'000	Breakdown of Variance: Rephasing £'000
500	65	-435	0	-435	0	-435

An in-year underspend of -£0.4m is forecast. Funding was agreed at Environment and Green Investment Committee in December 2021 but government policy to

support off-gas communities to decarbonise has only just started coming through. Now we understand Government's direction of travel in the Heat and Building Strategy we have reprofiled the spend.

- Climate Action Fund

Revised Budget for 2021/22 £'000	Forecast Spend - Outturn (Nov) £'000	Forecast Spend - Outturn Variance (Nov) £'000	Variance Last Month (Oct) £'000	Movement £'000	Breakdown of Variance: Underspend/ pressure £'000	Breakdown of Variance: Rephasing £'000
300	0	-300	0	-300	0	-300

An in-year underspend of -£0.3m is forecast. The Climate Change and Environment Strategy has been reviewed August-December 2021 and is being considered by Full Council in February 2022. The revised strategy will direct how the funding will be spent.

- School Ground Source Heat Pump Projects

Revised Budget for 2021/22 £'000	Forecast Spend - Outturn (Nov) £'000	Forecast Spend - Outturn Variance (Nov) £'000	Variance Last Month (Oct) £'000	Movement £'000	Breakdown of Variance: Underspend/ pressure £'000	Breakdown of Variance: Rephasing £'000
3,224	1,943	-1,281	0	-1,281	0	-1,281

An in-year underspend of -£1.3m is forecast. Confirmation of the Public Sector Decarbonisation grant funding came forward in May 2021 and the priority is to spend the grant by the end of the financial year. The remainder of the budget will be spent next financial year.

- Connecting Cambridgeshire

Revised Budget for 2021/22 £'000	Forecast Spend - Outturn (Nov) £'000	Forecast Spend - Outturn Variance (Nov) £'000	Variance Last Month (Oct) £'000	Movement £'000	Breakdown of Variance: Underspend/ pressure £'000	Breakdown of Variance: Rephasing £'000
14,937	6,198	-8,739	-116	-8,623	0	-8,739

An in-year underspend of -£8.7m is forecast. The Connecting Cambridgeshire budget for 2021/22 has been reprofiled; some spend will now be in next financial year, as the SFBB Phase 4, Contract 2 is now not expected to be completed until mid-2022. There will be a total scheme underspend of £900k from saving from the Openreach SFBB contract 1, Phases 1-3, reducing the original £20m (£16.515m from prudential borrowing, £3.485m from LPSA grant) to £19.1m.

- P&E Capital Variation

Revised Budget for 2021/22 £'000	Forecast Spend - Outturn (Nov) £'000	Forecast Spend - Outturn Variance (Nov) £'000	Variance Last Month (Oct) £'000	Movement £'000	Breakdown of Variance: Underspend/ pressure £'000	Breakdown of Variance: Rephasing £'000
-25,237	0	25,237	12,062	13,175	0	25,237

As agreed by the Capital Programme Board, any forecast underspend in the capital programme is offset against the capital programme variations budget, leading to a balanced outturn overall up to the point when rephasing exceeds this budget.

Therefore, £25.2m of the net £26.4m underspend is balanced by full utilisation of the capital variations budget. The £13.2m change since last month relates primarily to the variances as reported above, together with more minor variances.

- For full and previously reported details, see the [P&E Finance Monitoring Report](#).

6.3.2 People & Communities:

A -£4.474m (-10.3%) underspend is forecast at year-end.

- Adult Social Care

Revised Budget for 2021/22 £'000	Forecast Spend - Outturn (Nov) £'000	Forecast Spend - Outturn Variance (Nov) £'000	Variance Last Month (Oct) £'000	Movement £'000	Breakdown of Variance: Underspend/ pressure £'000	Breakdown of Variance: Rephasing £'000
10,719	5,615	-5,104	-5,370	266	0	-5,104

An in-year underspend of -£5.1m is forecast across Adult Social Care schemes. This is a decrease of £0.3m on the underspend position previously reported in September and relates in full to a change since last month. The change relates to the following scheme:

- Disabled Facility Grant

Revised Budget for 2021/22 £'000	Forecast Spend - Outturn (Nov) £'000	Forecast Spend - Outturn Variance (Nov) £'000	Variance Last Month (Oct) £'000	Movement £'000	Breakdown of Variance: Underspend/ pressure £'000	Breakdown of Variance: Rephasing £'000
4,699	4,965	266	0	266	0	266

A £266k pressure is forecast due to higher than anticipated expenditure in 2021/22, however this will be funded by specific additional Disabled Facility Grant (DFG).

- Cultural and Community Services

Revised Budget for 2021/22 £'000	Forecast Spend - Outturn (Nov) £'000	Forecast Spend - Outturn Variance (Nov) £'000	Variance Last Month (Oct) £'000	Movement £'000	Breakdown of Variance: Underspend/ pressure £'000	Breakdown of Variance: Rephasing £'000
4,064	3,121	-943	70	-1,013	70	-1,013

An in-year underspend of -£0.9m is forecast across Cultural and Community Services schemes. This relates to the following scheme:

- o Community Fund

Revised Budget for 2021/22 £'000	Forecast Spend - Outturn (Nov) £'000	Forecast Spend - Outturn Variance (Nov) £'000	Variance Last Month (Oct) £'000	Movement £'000	Breakdown of Variance: Underspend/pressure £'000	Breakdown of Variance: Rephasing £'000
3,194	2,251	-943	70	-1,013	70	-1,013

The Community Fund has been fully committed in 2021/22, however the approved schemes are at differing stages, this has resulted in anticipated rephasing of £1,013k. The budget will need to be carried forward into 2022/23 for those projects with longer construction/implementation timescales. Additional spend of £70k has been approved for one of the projects and will be funded by a specific section 106 contribution.

- For full and previously reported details, see the [P&C and PH Finance Monitoring Report](#).

6.3.3 Corporate Services:

A -£5.313m (-22.4%) underspend is forecast at year-end.

- Community Hubs - East Barnwell

Revised Budget for 2021/22 £'000	Forecast Spend - Outturn (Nov) £'000	Forecast Spend - Outturn Variance (Nov) £'000	Variance Last Month (Oct) £'000	Movement £'000	Breakdown of Variance: Underspend/pressure £'000	Breakdown of Variance: Rephasing £'000
1,552	20	-1,532	0	-1,532	0	-1,532

An in-year underspend of -£1.5m is forecast. This is due to delays in progressing this scheme. Options are currently being worked on and a further update will follow.

- For full and previously reported details, see the [CS Finance Monitoring Report](#).

6.4 Capital Total Scheme Key Exceptions

A more detailed analysis of total scheme key exceptions this month by programme for individual schemes of £0.25m or greater is identified below:

6.4.1 Place & Economy:

A -£0.255m (0.0%) total scheme underspend is forecast.

- Strategy and Scheme Development work

Total Scheme Revised Budget £'000	Total Scheme Forecast Spend - Outturn (Nov) £'000	Total Scheme Forecast Spend - Outturn Variance (Nov) £'000	Variance Last Month (Oct) £'000	Movement £'000
908	908	0	287	-287

A total scheme zero outturn is forecast on the Strategy and Scheme Development work scheme. This is a reduction of £0.314m from pressure position previously reported in September, of which £0.287m relates to a change since last month. This is due to the change as noted earlier in section 6.3.1

- Connecting Cambridgeshire

Total Scheme Revised Budget £'000	Total Scheme Forecast Spend - Outturn (Nov) £'000	Total Scheme Forecast Spend - Outturn Variance (Nov) £'000	Variance Last Month (Oct) £'000	Movement £'000
45,890	44,990	-900	0	-900

A total scheme underspend of -£0.9m is forecast on Connecting Cambridgeshire. This is due to the reasons as noted earlier in section 6.3.1

- For full and previously reported details, see the [P&E Finance Monitoring Report](#).

6.4.2 People & Communities:

A -£1.1m (-0.2%) total scheme underspend is forecast. There are no exceptions to report this month; for full and previously reported details, see the [P&C and PH Finance Monitoring Report](#).

6.4.3 Corporate Services:

A -£0.3m (-0.2%) total scheme underspend is forecast. There are no exceptions to report this month; for full and previously reported details, see the [CS Finance Monitoring Report](#).

6.5 Capital Funding Changes

A breakdown of the changes to funding has been identified in the table below.

Funding Source	B'ness Plan Budget £m	Rolled Forward Funding1 £m	Revised Phasing £m	Additional/ Reduction in Funding £m	Revised Budget £m	Outturn Funding £m	Funding Variance £m
Department for Transport (DfT) Grant	16.1	3.5	-2.0	4.2	21.8	24.7	2.9
Basic Need Grant	0.0	1.0	0.0	0.0	1.0	1.0	0.0
Capital Maintenance Grant	3.1	2.2	0.0	0.7	6.1	6.1	0.0
Devolved Formula Capital	0.8	1.3	0.0	-0.0	2.0	2.0	0.0
Specific Grants	20.3	4.0	-2.4	3.8	25.7	17.7	-8.0
S106 Contributions & Community Infrastructure Levy	23.5	-0.3	-3.8	0.7	20.1	18.9	-1.2
Capital Receipts	1.6	0.0	0.0	-0.3	1.3	1.3	-0.0
Other Contributions	16.0	0.6	-2.8	7.1	20.9	21.2	0.3
Revenue Contributions	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Prudential Borrowing	70.4	21.6	-18.6	1.3	74.7	69.8	-4.9
TOTAL	151.8	33.8	-29.6	17.5	173.6	162.7	-10.9

1 Reflects the difference between the anticipated 2020/21 year-end position used at the time of building the initial Capital Programme budget, as incorporated within the 2021/22 Business Plan, and the actual 2020/21 year-end position.

6.6 Key funding changes (of greater than £0.25m or requiring approval):

Funding	Service	Amount (£m)	Reason for Change
Additional/ Reduction in Funding (Other contributions)	P&E	+£0.3	<p>Additional revenue contributions of £0.288m from Transport Strategy and Policy are planned to be utilised in relation to capital Strategy and Scheme Development work to cover the previously reported pressure. (See also sections 3.4.1 Transport Strategy and Policy and 6.3.1 Strategy and Scheme Development work.)</p> <p>Strategy & Resources Committee is asked to note the use of additional £0.3m revenue contributions for Strategy and Scheme Development work as above.</p>

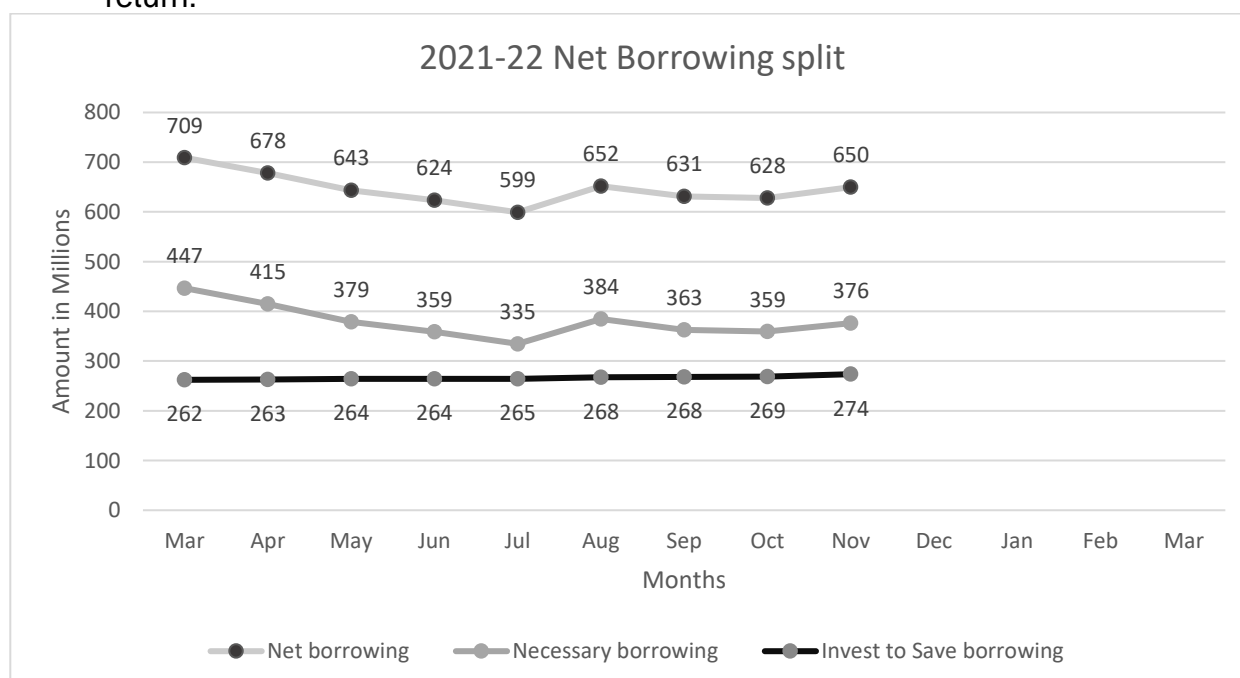
7. Balance Sheet

7.1 A more detailed analysis of balance sheet health issues is included below:

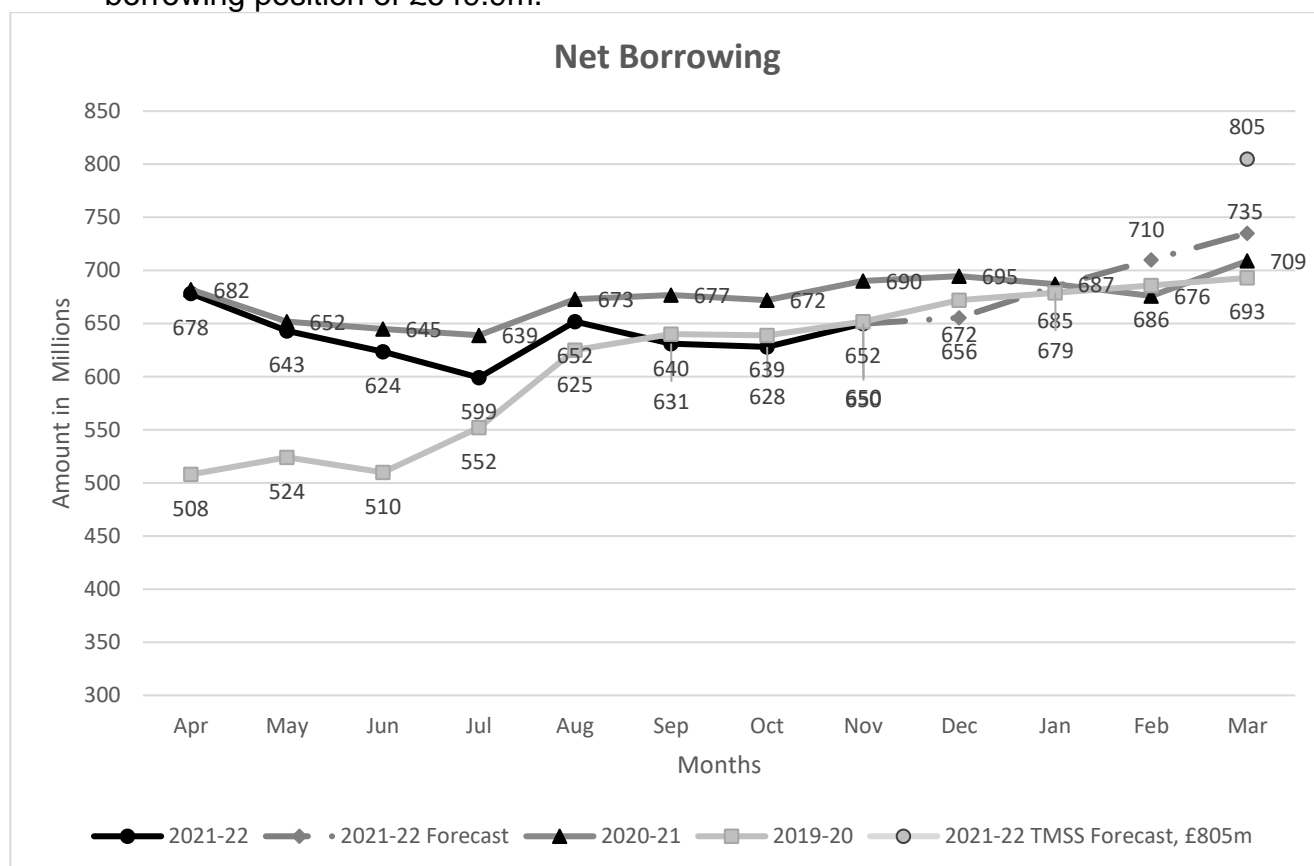
Measure	Year End Target	Actual as at the end of Nov 2021 ¹
% of income collected (owed to the council) within 90 days: Adult Social Care	85%	86%
Level of debt outstanding (owed to the council) 91 days +, £m: Adult Social Care	£3.37m	£10.56m
Level of debt outstanding (owed to the council) 91 days +, £m: Sundry	£1.71m	£3.00m
% of Undisputed Commercial Supplier Invoices Paid Within 30 Days	95.0%	96.4%
% of Undisputed Commercial Supplier Invoices Paid Within Terms	85.0%	79.3%

¹ The debt figures exclude Cambridgeshire & Peterborough CCG debts as these are considered collectable and are subject to separate reconciliation. That reconciliation process has now concluded with a payment having been made by the CCG in December to clear aged debt pre-April 2020. We are still working to apply the CCG payments to the relevant invoices along with a payment they made to us on account in 2020/21, but subsequent reports will show a reduction in the Council's overall debt due to this NHS debt being cleared.

7.2 The graph below shows the estimated split of the net borrowing between necessary borrowing and Invest to Save borrowing. Of the gross borrowing in 2021-22, it is estimated that £274m relates to borrowing for Invest to Save or Invest to Earn schemes, including loans we have issued to 3rd parties in order to receive a financial return.



- 7.3 The graph below shows net borrowing (borrowings less investments) on a month-by-month basis and compares the position with previous financial years. At the end of November 2021, investments held totalled £118.6m (excluding all 3rd party loans, Equity and This Land) and gross borrowing totalled £768.5m, equating to a net borrowing position of £649.9m.



- 7.4 The Council's cash flow profile – which influences the net borrowing requirement – varies considerably during the year, due to the timing difference between outgoing payments (payroll, supplier payments etc.) and income streams (grants, council tax etc.). As illustrated by 2020-21 actual net borrowing positions, cash flows at the beginning of the year are typically stronger than at the end of the year, as many grant receipts are received in advance of spend (and due to the current Covid-19 pandemic the Council is in receipt of further grants compared to before the pandemic). The 2021-22 net borrowing position is expected to take a similar path, rising more substantially towards the end of the financial year as capital projects are progressed to completion and financed.
- 7.5 The Treasury Management Strategy Statement (TMSS) sets out the plan for treasury management activities over the forthcoming year. It identifies the expected levels of borrowing and investments based upon the Council's financial position and forecast capital programme. When the 2021-22 TMSS was set in February 2021, it anticipated that net borrowing would reach £805.0m by the end of this financial year. Based on the 2020-21 outturn position and subsequent revisions to the capital programme, the net borrowing is currently predicted to be below this, at £735m by the end of this financial year.
- 7.6 From a strategic perspective, the Council continues to temporarily utilise cash-backed resources in lieu of additional borrowing (known as internal borrowing) and where borrowing is undertaken loans are raised for shorter terms, both to generate net

interest cost savings and consequently holding less investments reduces the Council's exposure to credit risk. However, this approach carries with it interest rate risk and officers continue to monitor options as to the timing of any potential longer-term borrowing should underlying interest rates be forecast to rise in a sustained manner.

- 7.7 There is a link between the capital financing borrowing requirement, the net borrowing position and consequently net interest costs. However, the Debt Charges budget is prudently formulated with sensitivity to additional factors including projected levels of cash-backed reserves, forecast movements in interest rates, and the overall borrowing requirement for the Council over the life of the Business Plan and beyond.
- 7.8 Further detail around the Treasury Management activities can be found in the latest [Treasury Management Report](#).
- 7.9 The Council's reserves include various earmarked reserves (held for specific purposes), as well as provisions (held for potential liabilities) and capital funding. A schedule of the Council's reserves and provisions can be found in [Appendix 2](#).

8. Alignment with corporate priorities

- 8.1 Communities at the heart of everything we do

There are no significant implications for this priority.

- 8.2 A good quality of life for everyone

There are no significant implications for this priority.

- 8.3 Helping our children learn, develop and live life to the full

There are no significant implications for this priority.

- 8.4 Cambridgeshire: a well-connected, safe, clean, green environment

There are no significant implications for this priority.

- 8.5 Protecting and caring for those who need us

There are no significant implications for this priority.

9. Significant Implications

- 9.1 Resource Implications

This report provides the latest resources information for the Council and so has a direct impact.

- 9.2 Procurement/Contractual/Council Contract Procedure Rules Implications

There are no significant implications within this category.

- 9.3 Statutory, Legal and Risk Implications

There are no significant implications within this category.

9.4 Equality and Diversity Implications

There are no significant implications within this category.

9.5 Engagement and Consultation Implications

No public engagement or consultation is required for the purpose of this report.

9.6 Localism and Local Member Involvement

There are no significant implications within this category.

9.7 Public Health Implications

There are no significant implications within this category.

9.8 Environment and Climate Change Implications on Priority Areas

9.8.1 Implication 1: Energy efficient, low carbon buildings.

Status: Neutral

Explanation: There are no significant implications within this category

9.8.2 Implication 2: Low carbon transport.

Status: Neutral

Explanation: There are no significant implications within this category

9.8.3 Implication 3: Green spaces, peatland, afforestation, habitats and land management.

Status: Neutral

Explanation: There are no significant implications within this category

9.8.4 Implication 4: Waste Management and Tackling Plastic Pollution.

Status: Neutral

Explanation: There are no significant implications within this category:

9.8.5 Implication 5: Water use, availability and management:

Status: Neutral

Explanation: There are no significant implications within this category

9.8.6 Implication 6: Air Pollution.

Status: Neutral

Explanation: There are no significant implications within this category

9.8.7 Implication 7: Resilience of our services and infrastructure, and supporting vulnerable people to cope with climate change.

Status: Neutral

Explanation: There are no significant implications within this category

Have the resource implications been cleared by Finance? Yes

Name of Financial Officer: Tom Kelly

Have the procurement/contractual/ Council Contract Procedure Rules implications been cleared by the Head of Procurement? No

Name of Officer: Not applicable

Has the impact on statutory, legal and risk implications been cleared by the Council's Monitoring Officer or LGSS Law? No

Name of Legal Officer: Not applicable

Have the equality and diversity implications been cleared by your Service Contact? No

Name of Officer: Not applicable

Have any engagement and communication implications been cleared by Communications?
No

Name of Officer: Not applicable

Have any localism and Local Member involvement issues been cleared by your Service Contact? No

Name of Officer: Not applicable

Have any Public Health implications been cleared by Public Health? No

Name of Officer: Not applicable

If a Key decision, have any Environment and Climate Change implications been cleared by the Climate Change Officer? Yes

Name of Officer: Emily Bolton

10. Source documents

10.1 Source documents

P&E Finance Monitoring Report (November 21)

P&C and PH Finance Monitoring Report (November 21)

CS Finance Monitoring Report (November 21)

Capital Monitoring Report (November 21)

CCC Debt Reporting Pack (November 2021)

CCC Prompt Payment KPIs (November 2021)

Appendix 1 – transfers between Services throughout the year

(Only virements of £1k and above (total value) are shown below)

Budgets and Movements	P&C £'000	P&E £'000	CS Financing £'000	Corporate Services £'000	Financing Items £'000
Opening Cash Limits as per Business Plan	302,530	64,317	31,295	25,489	11,745
Adult's and Children's Recruitment transfer to HR	-177			177	
Permanent element of 2021-26 BP mileage saving C/R.6.104	-164	-5		169	
Centralisation of postage budget	-93	-40		133	
Redundancy and Pensions Corporate Services budget move to P&C	846			-846	
ICT Service (Education) transfer from CS to P&C	-200			200	
Communications transfer	-21			21	
Budget rebaselining as approved by S&R, 6th July	-2,411			716	1,695
Transfer of Qtr 1 Mileage Savings	-234	-7		240	
PPE budget to Property	-7			7	
Transferring three Property budgets from P&C to Corporate services	-93			93	
Transfer of Qtr 2 Mileage Savings	-205	-9		214	
Current budget	299,771	64,257	31,295	26,613	13,440
Rounding	0	0	0	0	0

Appendix 2 – Reserves and Provisions

Fund Description	Balance at 31 March 2021 £000s	Movements in 2021-22 £000s	Balance at 30 Nov 2021 £000s	Forecast Balance at 31 March 2022 £000s	Notes
- County Fund Balance	26,094	1,619	27,713	35,374	
1 P&C	0	0	0	0	
2 P&E	0	0	0	0	
3 CS (LGSS Cambridge & Shared Services)	925	-22	903	903	
General Reserves subtotal	27,019	1,597	28,617	36,277	
4 Insurance	4,830	-98	4,732	4,732	
Specific Earmarked Reserves subtotal	4,830	-98	4,732	4,732	
5 P&C	0	0	0	0	
6 P&E	0	0	0	0	
7 Corporate Services	0	0	0	0	
Equipment Earmarked Reserves subtotal	0	0	0	0	
8 P&C	8,547	153	8,700	7,241	Savings realised through change in MRP policy.
9 PH	4,624	0	4,624	2,470	
10 P&E	5,184	1,533	6,717	5,176	
11 Corporate Services	3,867	617	4,484	2,850	
12 Transformation Fund	30,653	-4,545	26,108	21,644	Includes remainder of COVID-19 Support Grant 1st, 2nd, 3rd and 4th tranches £464k as approved by S&R 2nd Nov 2021.
13 Innovate & Cultivate Fund	687	37	724	365	
14 Corporate- COVID	26,987	0	26,987	26,987	
15 Council Tax Counter-Fraud work	0	464	464	464	
16 Specific Risks Reserve	2,140	0	2,140	2,140	Carry forward of unspent grant to spend in accordance with purposes for which the grant was given. At 2020-21 year-end £14.6m related to specific Covid related grants.
17 This Land Credit Loss & Equity Offset	5,850	0	5,850	5,850	
18 Revaluation & Repair Usable (Commercial Property)	2,940	0	2,940	2,940	
19 Collection Fund Volatility & Appeals Account	3,690	0	3,690	3,690	
20 Grant carry forwards	18,646	-18,646	0	0	
Other Earmarked Funds subtotal	113,815	-20,387	93,428	81,818	
SUBTOTAL	145,664	-18,888	126,776	122,827	
21 P&C	3,592	0	3,592	0	Section 106 and Community Infrastructure Levy balances.
22 P&E	7,315	-634	6,681	0	
23 Corporate Services	10,861	1,151	12,012	0	
24 Corporate	49,816	19,407	69,224	52,330	
Capital Reserves subtotal	71,584	19,924	91,509	52,330	
GRAND TOTAL	217,249	1,037	218,285	175,157	

In addition to the above reserves, specific provisions have been made that set aside sums to meet both current and long-term liabilities that are likely or certain to be incurred, but where the amount or timing of the payments are not known. These are:

Fund Description	Balance at 31 March 2021 £000s	Movements in 2021-22 £000s	Balance at 30 Nov 2021 £000s	Forecast Balance at 31 March 2022 £000s	Notes
1 P&E	0	0	0	0	
2 P&C	1,955	-425	1,530	1,530	
3 Corporate Services	2,093	0	2,093	2,093	
Short Term Provisions subtotal	4,048	-425	3,623	3,623	
4 Corporate Services	3,613	0	3,613	3,613	
Long Term Provisions subtotal	3,613	0	3,613	3,613	
GRAND TOTAL	7,661	-425	7,236	7,236	

Appendix 3

Service: Corporate Services

Subject: Finance Monitoring Report – November 2021

Key Indicators

Previous Status	Category	Target	Current Status	Section Ref.
Green	Income and Expenditure	Balanced year end position	Green	1.1 – 1.3
Green	Capital Programme	Remain within overall resources	Green	2

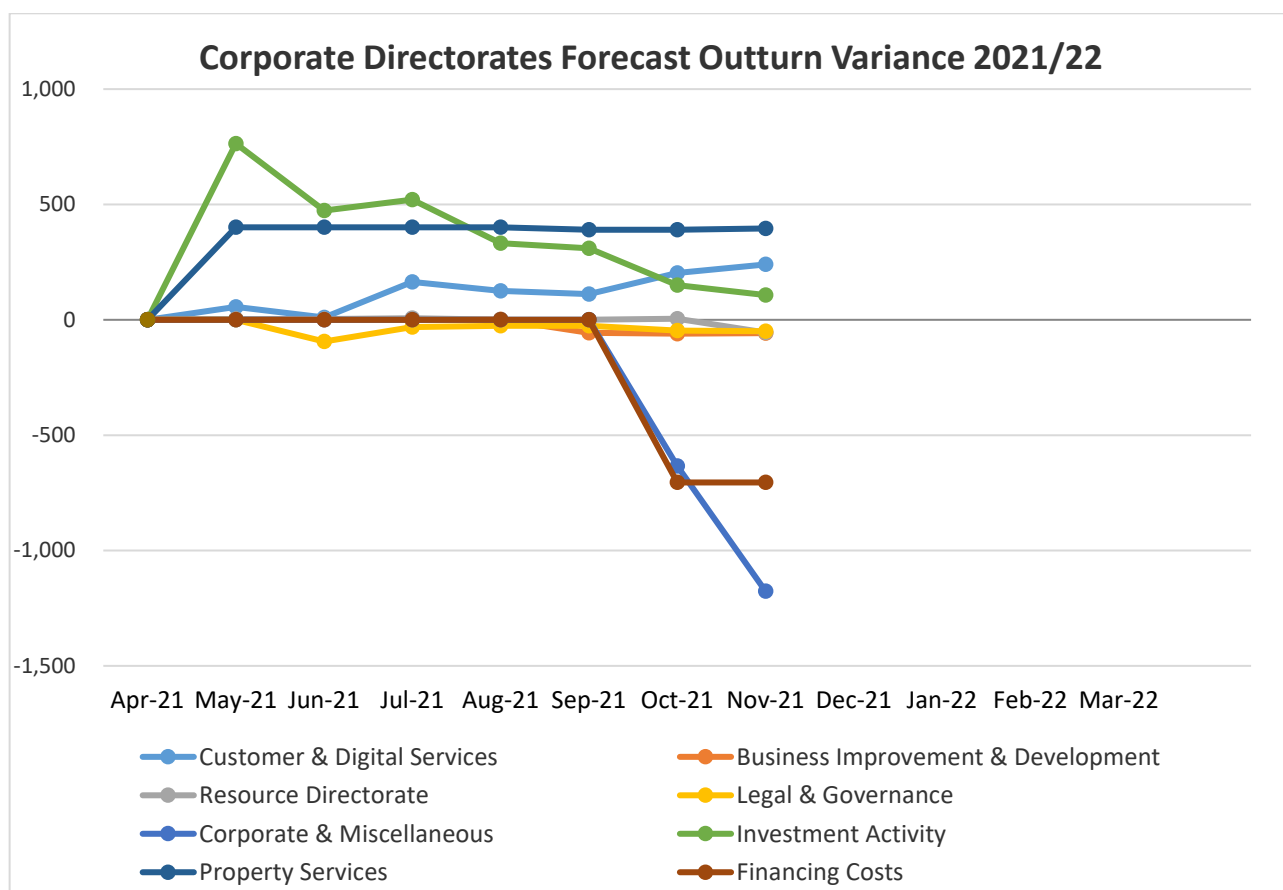
Contents

Section	Item	Description	Page
1	Revenue Executive Summary	High level summary of information; By Directorate Narrative on key issues in revenue financial position	2-5
2	Capital Executive Summary	Summary of the position of the Capital programme	6-7
3	Savings Tracker Summary	Summary of the latest position on delivery of savings	6-7
4	Technical Note	Explanation of technical items that are included in some reports	6-7
Appx 1	Service Level Financial Information	Detailed financial tables for Corporate Services	8-9

1. Revenue Executive Summary

1.1 Overall Position

Corporate Services & Financing has a budget of £57,909k in 2021/22 and is currently forecasting an underspend of £1,300k.



1.2 Summary of Revenue position by Directorate

The service level budgetary control report for Corporate Services & Financing Costs for the year 2021/22 can be found in [appendix 1](#)

Outturn Variance (previous) £'000	Directorate	Budget £'000	Actual £'000	Outturn Variance £'000	Outturn Variance %	Status
203	Customer & Digital Services	17,028	14,503	240	1.4%	Amber
-60	Business Improvement & Development	1,656	2,060	-58	-3.5%	Green
4	Resources Directorate	6,975	3,147	-55	-0.8%	Green
-47	Legal & Governance	2,333	1,434	-49	-2.1%	Green
-634	Corporate & Miscellaneous	7,027	222	-1,176	-16.7%	Green
150	Investment Activity	-11,056	-7,129	107	1.0%	Amber
391	Property Services	2,650	2,678	396	14.9%	Amber
-705	Financing Costs	31,295	4,913	-705	-2.3%	Green
-699	Total	57,909	21,829	-1,300	-2.2%	Green

Further analysis can be found in [appendix 2](#) for Corporate Services

1.3 Significant Issues

Corporate Services are currently forecasting an underspend of £1,300k, an increase of £601k since last month.

Significant issues are detailed below:

Customer and Digital Services

Customer and Digital Services budgets are currently forecasting an overspend of £240k, an increase of £37k from the previous forecast.

There are no exceptions to report this month.

Business Improvement & Development

There are no exceptions to report this month

Resources Directorate

The Resources Directorate budgets is currently forecasting an underspend of £55k, an increase of £59k from the previous forecast.

There are no exceptions to report this month.

Legal and Governance

Legal and Governance budgets are currently forecasting an underspend of £49k.

There are no exceptions to report this month.

Corporate & Miscellaneous

Corporate & Miscellaneous budgets are currently forecasting an underspend of £1,176k, an increase of £542k from the previous forecast. This underspend is from overachievement of savings from reduced mileage projected across the full year. Lower mileage budgets will be applied to services in 2022/23 to reflect changing work practices.

Investment Activity

Investment Activity is currently forecasting an overspend of £107k, a decrease of £43k from the previous forecast.

There are no exceptions to report this month.

Property Services

Property Services is currently forecasting an overspend of £396k.

There are no exceptions to report this month.

Financing Costs

Financing costs is currently forecasting an underspend of £705k.

There are no exceptions to report this month.

Covid 19 – Financial Impact

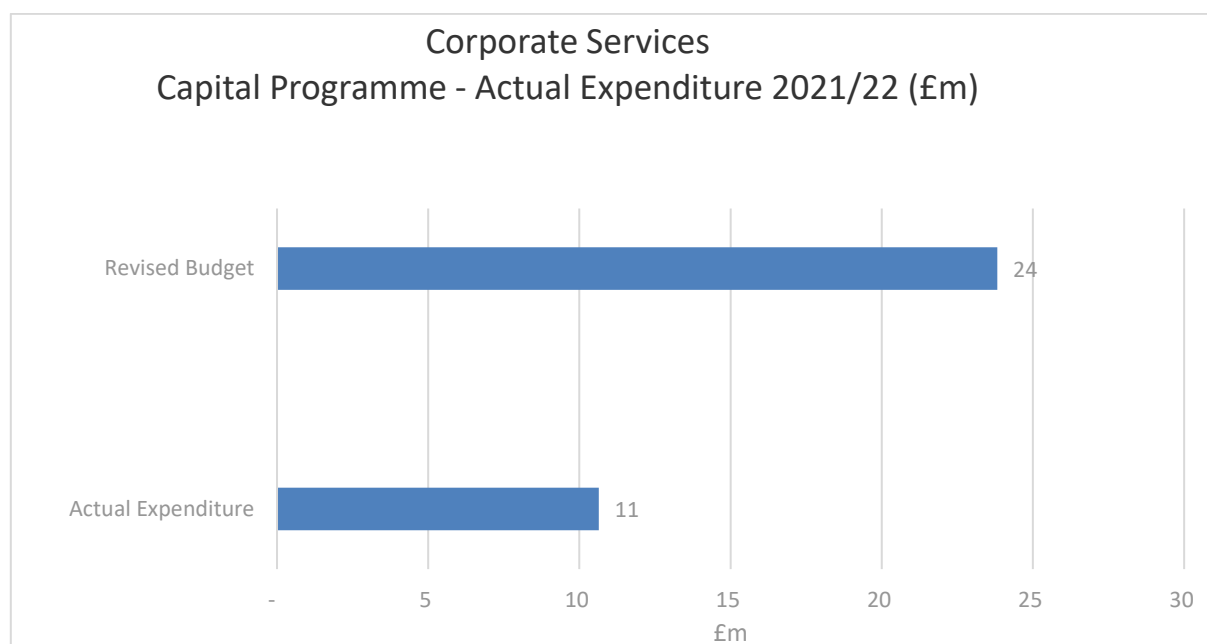
Financial costs associated with managing the implications of the Coronavirus pandemic, including any loss of income:

Service Area	Details	Estimated cost 2021/22 £000	Nov 2021 impact £000
IT – continued remote working	Remote working continues as per government guidance.	378	256
Postage	Postage directly related to Covid-19	23	19
Temporary mortuary	Site cost for provision of body storage	30	29
Communications-Test and Trace	Staff and advertising costs towards the Test and Trace Service	276	117
Information Management	Cambs 2020 programme removal costs – delays due to Covid-19 pandemic	43	43
Democratic & Member Services	Hire of external venues for Council AGM	21	12
Elections	25% uplift in costs expected for the election	161	0
Council Tax	Income saving rephased due to pressures on the District Council's Revenue & Benefits teams impacting timeline for project mobilisation	650	379
Cromwell Leisure	We anticipate that in the current climate, two of the restaurant units will generate minimal income during 2021-22 and the cinema is facing further challenges	395	232
County Farms	Reduction in income from new investments & a small decline on existing income	205	205
Pools Property Fund Investment	Expecting the risk of further challenges ahead, a forecast of 5% income reduction is likely.	21	14
Property Services	Health and Safety supplies, cleaning, water testing, additional resource.	84	72
Brunswick House	A reduction in the occupancy levels since it is expected that some students will stay at home and opt for online learning and a drop in international student numbers is expected.	668	583
Compliance	To carry out ventilation surveys to 109 buildings to ensure the safe capacities of our buildings for Covid-19 management	83	65
Compliance	C02 monitors to be installed to ensure safe working in our buildings for Covid-19 management	350	35

2. Capital Executive Summary

2.1 Expenditure

Corporate Services has a capital budget of £23,758k and expenditure to date of £11,484k in 2021/22.



Please note the variations budget has been updated to reflect the recent changes to the hierarchy, resulting in a lower figure and therefore increasing the overall budget from £15m to £23m.

There is one exception to report this month.

Community Hubs - East Barnwell is forecasting an underspend this year of £1,532k due to delays in progressing this scheme. Options are currently being worked on and a further update will follow. This will reduce the borrowing requirement by £1,532k in this financial year.

Details of the capital variances and funding can be found in [appendix 3](#)

2.2 Funding

Corporate Services has a capital budget of £23m in 2021/22. This includes £5m of funding carried forward from 2020/21.

3. Savings Tracker Summary

The savings tracker is produced quarterly. The Q2 table can be found in [appendix 4](#)

4. Technical Notes

A technical financial appendix has been included as [appendix 5](#) for Corporate Services.

This appendix covers:

- Grants that have been received by the service, and where these have been more or less than expected
- Budget movements (virements) into or out of corporate services from other services (but not within corporate services), to show why the budget might be different from that agreed by Full Council
- Service reserves – funds held for specific purposes that may be drawn down in-year or carried-forward – including use of funds and forecast draw-down.

Appendix 1 – Corporate Services Level Financial Information

Previous Forecast Outturn Variance £000's	Service	Budget 2021/22 £000's	Actual November 2021 £000's	Forecast Outturn Variance £000's	Forecast Outturn Variance %
-	Customer & Digital Services	-	-	-	-
30	Director, Customer & Digital Services	414	244	38	9%
6	Chief Executive	130	95	6	5%
25	Communication and Information	737	572	10	1%
-170	Customer Services	2,034	1,306	-191	-9%
245	IT & Digital Service	2,563	2,639	321	13%
70	IT Managed	7,276	7,345	71	1%
0	Elections	170	70	0	0%
-14	Human Resources	1,617	1,023	-19	-1%
0	Health, Safety & Wellbeing	180	29	0	0%
10	Learning & Development	1,907	1,179	3	0%
203	Customer & Digital Services Total	17,028	14,503	240	1%
	Business Improvement & Development				
0	Policy, Design and Delivery	613	1,086	2	0%
-60	Business Intelligence	1,043	974	-60	-6%
-60	Business Improvement & Development Total	1,656	2,060	-58	-3%
	Resources Directorate				
0	Resources Directorate	373	216	0	0%
0	Professional Finance	1,830	1,101	-59	-3%
0	Procurement	613	465	0	0%
4	CCC Finance Operations	338	247	4	1%
0	Shared Finance Operations	434	544	0	0%
0	Insurance	2,229	479	0	0%
0	External Audit	75	-72	0	0%
0	Shared Services	1,082	167	0	0%
4	Resources Directorate Total	6,975	3,147	-55	-1%
	Legal & Governance				
0	Legal & Governance Services	103	51	0	0%
0	Information Management	875	541	0	0%
2	Democratic & Member Services	325	201	2	1%
-50	Members' Allowances	1,030	641	-51	-5%
-47	Legal & Governance Total	2,333	1,434	-49	-2%
	Corporate & Miscellaneous				
0	Central Services and Organisation-Wide Risks	2,444	6	-542	-22%
0	Pandemic Risk Provision	1,650	0	0	0%
-650	Investment in Social Care Capacity	1,300	0	-650	-50%
16	Subscriptions	110	126	16	15%
0	Authority-wide Miscellaneous	94	-1,339	0	0%
0	Transformation Fund	1,429	1,429	0	0%
-634	Corporate & Miscellaneous Total	7,027	222	-1,176	-17%
	Investment Activity				
522	Property Investments	-3,544	-3,357	502	14%
0	Shareholder Company Dividends & Fees	-491	16	0	0%
-24	Housing Investment (This Land Company)	-6,063	-2,857	-24	0%
101	Contract Efficiencies & Other Income	-201	-0	101	50%
-293	Collective Investment Funds	-544	-207	-293	-54%
-157	Investments	26	76	-180	-692%
0	Renewable Energy Investments	-239	-799	0	0%
150	Commercial Activity Total	-11,056	-7,129	107	1%
	Property Services				
400	Facilities Management	5,274	3,871	400	8%
0	Property Services	799	584	0	0%
0	Property Compliance	204	92	0	0%
0	County Farms	-4,329	-1,828	0	0%
-9	Strategic Assets	703	-41	-4	-1%

Previous Forecast Outturn Variance £000's	Service	Budget 2021/22 £000's	Actual November 2021 £000's	Forecast Outturn Variance £000's	Forecast Outturn Variance %
391	Property Services Total	2,650	2,678	396	15%
	Financing Costs				
-705	Debt Charges and Interest	31,295	4,913	-705	-2%
-705	Financing Costs Total	31,295	4,913	-705	-2%
-699	Total	57,909	21,829	-1,300	-2%

The full appendices to this report can be viewed in the [online](#) version.