

Report to:	Executive Cabinet Member – Children’s Services Executive Cabinet Member – Adult Social Care		
Date of meeting:	9 th March 2020		
Report of:	Director of People Services Director of Corporate Resources	Report number:	PS571
Contact officer:	Lisa Butcher, Head of Finance	Telephone number	01204 336818
Report title:	Department of People – Strategic Budget Report 2020/21		
Not confidential			
This report does not contain information which warrants its consideration in the absence of the press or members of the public.			
Purpose:	To note the revenue, approve the savings and note the capital budgets for 2020/21 for Children’s and Adults Services.		
Recommendations: Note the capital programme for:	It is recommended that the Executive Member: <ul style="list-style-type: none">Notes the revenue budget for: Children’s Services – LA block £51,946,900 Adult Services £69,168,300Notes the capital programme for: Children’s Services £19,207,000 Adult Services £4,760,000Approves the identified savings and efficiencies within the report.Agree that the Director of People has delegated authority to call off on the framework(s) for the capital programme as detailed in section 7.		
Decision:			
Background documents:			
Signed: (Executive Cabinet Member reports only)	Leader/Executive Cabinet Member	Monitoring Officer	
Date:			

Consultation with other officers		
Finance	Yes	Lynne Hargreaves
Legal	No	NA
HR	No	NA
Equality Impact Assessment	No	
Pre-consultation report Is there a need to consult on the proposals? Post consultation report Please confirm that the consul		No

tation response has been taken into consideration in making the recommendations.		
Please identify the appropriate Vision Outcome(s) that this report relates or contributes to by ticking the relevant	1. Start Well	Y
	2.Live Well	Y
	3.Age Well	Y
	4.Prosperous	Y
	5. Clean and Green	Y
	6.Strong and Distinctive	Y

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Summary:

This report outlines the Revenue Budget for the Department of People for the financial year 2020/2021. This includes an analysis of how the budget, including savings, has been prepared and assumptions that have been taken.

In addition, the report includes the capital programme for the period 2020/2021.

1 Background

Bolton Council is still facing a very challenging financial period. In the budget consultation report, 3rd December 2018, budget reductions of £23.5m have been allocated to directorates. This equates to £12.148m for the People Directorate. The final budget report went to Cabinet in February 2019.

This report outlines revenue and capital budgets for Children's and Adults Services for the 2020/2021 financial year. This is the second year of a 2 year savings programme which amounts to £12.148m. Budgets will be amended during the year when reviews are realised.

2 Revenue Budget – Children's Services

The local authority funded revenue budget for Children's Services amounts to £51.947m.

In addition, the element of the budget to be funded by the Dedicated Schools Grant, (DSG), Pupil Premium and Sixth Form funding amounts to £198.169m.

The dedicated schools budget report was presented at Schools Forum on the 10th January 2020 and agreed at Executive Member on the 10th February 2020.

Therefore, the total proposed budget for Children's Services for 2020/21 amounts to £250.116m.

2.1 Table One – Children's Services Net Revenue Budget 2019/2020 and 2020/2021, Analysed by Service.

Children's Services	2019/2020 £000's	2020/2021 £000's
Local Authority Block		
· Departmental Financial Arrangements	5,119	5,211
· Education and Learning	6,929	5,256
· Performance Planning & Resources	4,151	5,194
· Staying Safe	30,117	32,710
· Children's Transport	3,506	3,576
Total Local Authority Block	49,822	51,947
Schools Budget		
· Schools Block	119,424	127,183
· Central Schools Service Block	1,895	1,804
· Early Years Block	21,793	21,867
· High Needs Block	29,349	33,991
· Pupil Premium	11,327	10,666
· EFA Sixth Form Funding	3,169	2,658
Total Schools Budgets	186,957	198,169
Total Children's Services	236,779	250,116

3 Revenue Budget – Adult Services

The local authority funded revenue budget for Adult Services, amounts to £69.168m for 2020/2021.

3.1 Table Two below provides an analysis of the budget across the functions within Adult Services.

Adults Services	2019/2020 £000's	2020/2021 £000's
• Departmental Financial Arrangements and Policy , Performance and Resources	5,409	5,173
• Older Adults	17,969	19,444
• Integrated Services	330	716
• Learning and Physical Disabilities	24,426	25,590
• Mental Health	5,139	5,621
• Care Management	10,423	11,189
• Supporting People, Across Client Groups	1,572	1,435
Total Adult Services	65,268	69,168

4 Pooled Budget

During 2019/20, £71.5m of the Adults Services budget has been included within the pooled budget with the Clinical Commissioning Group. Budgets for the new year need to be approved and will be brought forward in a report to the Joint Commissioning Committee

5. Variation Analysis

Appendices A and B to this report outlines a service specific detailed variance analysis of changes between the original budget for 2019/2020 and the proposed budget for 2020/2021. This section explains individual items in more detail.

5.1 Budget Virements (-£540k)

The table below represents budget transfers to/from and within People services, as a result of various virements to, from and within other Departments. The details are shown below:

Budget Virements	Adults £000	Children's £000	Total £000
Budget to Public Health to part fund a post		-14	-14
Transfer of Budget Between Children's and Adults	-16	16	0
Recharge adjustments within Department	-512	512	0
Recharge adjustments between Children's and Public Health		63	63
Recharge adjustments between Adults and Public Health	-44		-44
Leadership and Support Review		-170	-170
Workforce Development Review		-291	-291
Transfer of Legal Budget to Corporate		-116	-116
Insurance	5	27	32
Total Adjustments	-567	27	-540

5.2 Inflationary Increases (£3.578m)

Corporate inflation has been received within the department in relation to pay awards, price increases and increases in income.

5.3 Adult Social Care Precept (£2.264m)

As part of the 2020/2021 settlement Councils were given the option to increase the Adult Social Care Precept. Bolton has chosen to take this option and £2.264m will be allocated to Adults services.

5.4 Social Care Grant (£6.2m)

Extra funding has been allocated to ease pressures on Adults and Children's Social Care. The total allocation has been split £4.4m for Children's Social Care and £1.8m for Adults Social Care. It is to be noted that the total amount of Social Care Grant is £8.4m because £2.2m was received in 2019/2020 and is recurrent for 2020/2021.

5.5 Schools Budget

The table below outlines the increase to the Schools Budget between the original budget for 2019/2020 of £186.957m and the 2020/2021 agreed budget of £198.169m.

Dedicated Schools Grant Settlement	£'000	£'000
- National Funding Formula	17,012	
- Pupil Numbers	4,000	
- Growth Fund	300	
Total increase in DSG		21,312
Transfer of budgets to academies		-9,600
Reduction in Pupil Premium Grant		-500
Total change in Schools Budget		11,212

6 Savings and Efficiencies

- 6.1** In the budget consultation report, 3rd December 2018, budget reductions of £23.5m have been allocated to directorates. The final budget report went to Cabinet in February 2019.
- 6.2** The People's Department savings programme of £12.148m was identified in the February 2019 budget report to Council. Progress is detailed in appendices C and D. Budgets will be amended during the year when reviews are realised.
- 6.3** As part of the budget setting process savings have been identified and achieved in respect of the following savings options:

Do not apply Non-Pay Inflation

People Department have taken the decision not to apply non pay inflation to some service areas. This option was a total of £2.894m over two years. Year one equated to £1.608m with the balance of £1.286m being realised in year two.

Review of staffing within the department

A further £100k of this saving has been identified through a review of budgets across the Commissioning Team. Working with the budget holder savings have been identified across a range of non-staffing budgets.

Quality Assurance Team

The Service Level Agreement between Bolton Carers and Quality Assurance has ended in 2019/20. In order to offset the reduction in income a post that has been vacant for over 12 months and will be deleted.

The post to be deleted is Complaints and Improvement Officer.58045

Controllable Budgets

There has been a decision to review the controllable budgets within the Children's department. From the 1st of April 2020 the budgets will be reduced by £456k.

7. Capital Programme

Appendix E and F details the Department's capital programme, which totals £23.967m in the 2020/21 financial year.

Service Area	Amount £m
Children's	19.207
Adults	4.76
Department of People Total	23.967

It is recommended that the Director of People is authorised to procure for schemes under the limit of £300k via the Council's Corporate Procurement Team either through call offs under any available framework(s) or via open tender procurement process to enable the capital programmes to progress.

8. Equality Impact Assessment

Under the Equality Act 2010, the Council must have due regard to:

- Eliminating unlawful discrimination, harassment and victimisation and any other conduct prohibited by the Act;
- Advancing equality of opportunity between people who share a protected characteristic and people who do not share it; and
- Fostering good relations between people who share a protected characteristic and people who do not share it.

It is therefore important to consider how the proposals contained within this report may positively or negatively affect this work. To support this analysis, an Equality Impact Assessment (EIA) form has been completed for the proposals outlined in this report, and is attached at Appendix G

The EIA looks at the anticipated (positive and/or negative) impacts of the proposals on people from Bolton's diverse communities, and whether any group (or groups) is likely to be directly or indirectly differentially affected. No major impact was identified on any group or groups. The analysis is set out in more detail in the EIA.

9 Vision 2030

9.1 The proposal aligns to the Vision principles;

- Protecting the most vulnerable
- Reforming our services in partnership
- Inclusive growth and prosperity

9.2 The proposal will contribute to the following Vision priorities;

- Ensuring our children have the best possible start in life
- Improving the health and wellbeing of residents
- Older people in Bolton stay healthier for longer and feel more connected with their communities
- Businesses and investment are attracted to the borough, matching our workforce's skills with modern opportunities and employment
- Our environment is protected and improved so that more people enjoy it, care for it and are active in it.
- Stronger, cohesive, more confident communities in which people feel safe, welcome and connected

9.3 The proposal will use the following drivers of change which underpin the 2030 Vision;

- Behaviour change
- Delivering efficiently
- Rebalancing our finances
- Maximising our assets
- Digital delivery
- Engaging and empowering

10 Recommendations

It is recommended that the Executive Member:

Notes the revenue budget for:

- Children's Services – LA block £51,946,900
- Adult Services £69,168,300

Notes the capital programme for:

- Children's Services £19,207,000
- Adult Services £4,760,000

Approves the identified savings and efficiencies within the report.

Agree that the Director of People has delegated authority to call off on the framework(s) for the capital programme as detailed in section 7.

Appendix A

Children's Services Variation Analysis 2019/2020-2020/2021

	£'000	£'000
Total Approved Budget 2019/2020		49,822
Less Recharges		-4,712
Children's Services Controllable Budget 2019/2020		45,110
Inflation adjustments		
· Pay	945	
· Prices	595	
· Income	-94	
Total Inflation Adjustments		1,446
Other Adjustments		
· Movements within Department of People	528	
· Movements from Public Health	49	
· Movements to Corporate	-550	
· Adults and Childrens Social Care Grant -Expenditure	4,400	
· Adults and Childrens Social Care Grant - Income	-4,400	
Total Other Adjustments		27
Children's Services Controllable Budget 2020/2021		46,583
Plus Recharges		5,364
Children's Services Strategic Budget 2020/21		51,947

Appendix B

Adult Services Variation Analysis 2019/2020-2020/2021

	£'000	£'000
Total Approved Budget 2019/2020		65,268
Less Recharges		-3,529
Adults Services Controllable Budget 2019/2020		61,739
Inflation adjustments		
Pay	677	
Prices	1,773	
Income	-318	
Total Inflation Adjustments		2,132
Other Adjustments		
• Movements within Department of People	-528	
• Movements to Public Health	-44	
• Movements to Corporate	5	
• Adult Social Care Precept	2,264	
• Winter Pressure Expenditure		
• Adults and Children's Social Care Grant -Expenditure	1,800	
• Adults and Children's Social Care Grant - Income	-1,800	
Total Other Adjustments		1,697
Adults Services Controllable Budget 2020/2021		65,568
Plus Recharges		3,600
Adult Services Strategic Budget 2020/2021		69,168

Appendix C

2019-2021 Budget Options – Children's Services

Savings Option	Budget Saving £000	Realised £000	Pending £000	Outstanding £000
Do not apply Non-Pay Inflation	165	165		0
Review of Early Help	3,500	254	456	2,790
Management of Cash Limited Budgets	75	75		0
Review of staffing across the department	850	416	100	334
				0
Total Saving	4,590	910	556	3,124

Appendix D

2019-2021 Budget Options – Adults Services

Savings Option	Budget Saving £000	Realised £000	Pending £000	Outstanding £000
Do not apply Non-Pay Inflation	2,729	1,443	1,286	0
Review of Staffing across the department	750	583		167
Review of Community Meals	250		250	0
Review of Handyman Service	179	179		0
Review of the Intermediate Tier	500	500		0
Review of Income including Charges and Subs	500	500		0
Reprioritising iBCF	1,000	1,000		0
Review of contracts	1,650	300	350	1,000
				0
Total Saving	7,558	4,505	1,886	1,167

Appendix E

2020/2021 Children's Capital Programme

Scheme	2020/2021 (£000)
Building Maintenance Plan	2,042
School Capital Support Fund	100
Schools Access Initiative	50
Devolved Formula Capital All Schools	800
Expansion Programmes:	
Primary Expansion Programme	6,579
Special Expansion Programme	3,190
Secondary Expansion Programme	5,747
Other:	
Children Centres	234
Youth and Play Centres	265
Leisure and Youth Provision	165
Children Social Care	35
Total	19,207
Financing:	
Basic Need Allocations Carried Forward	15,275
SEND Grant	276
Devolved Formula Funding	442
Devolved Formula Funding Carried Forward	358
Schools Condition Grant	1,994
Other Capital Grants	198
Start Well Capital Reserve	219
Revenue Contributions to Capital	220
Corporate Contributions to Capital	225
Total Financing	19,207

Appendix F

2020/2021 Adults Capital Programme

Scheme	2020/2021 (£000)
Daycare	4,594
Supported Housing Developments	166
Total	4,760
Financing:	
Adult Services Capital Reserve	166
Corporate Contributions to Capital	4,594
Total Financing	4,760

Equality Impact Assessment

Title of report or proposal:
Strategic Budget Proposals 2020-21

Directorate:	People's Service
Section:	Directorate
Date:	26 02 2020

Public sector bodies need to be able to evidence that they have given due regard to the impact and potential impact on all people with 'protected characteristics' in shaping policy, in delivering services, and in relation to their own employees.

Under the Equality Act 2010, the council has a general duty to have **due regard** to the need to:

1. **eliminate unlawful discrimination**, harassment, victimisation and any other conduct prohibited by the Act;
2. **advance equality of opportunity** between people who share a protected characteristic and people who do not share it; and
3. **foster good relations** between people who share a protected characteristic and people who do not share it.

By completing the following questions the three parts of the equality duty will be consciously considered as part of the decision-making process.

Details of the outcome of the Equality Impact Assessment must also be included in the main body of the report.

1. Describe in summary the aims, objectives and purpose of the proposal, including desired outcomes.

The strategic budget contains the following new proposals which are subject to Equality Impact Assessment

Review of staffing within the department

A £100k saving has been identified through a review of budgets across the Commissioning Team. Working with the budget holder savings have been identified across a range of non-staffing budgets.

Quality Assurance Team

The Service Level Agreement between Bolton Cares and Quality Assurance has ended in 2019/20. In order to offset the reduction in income a post that has been vacant for over 12 months will be deleted. The post to be deleted is Complaints and Improvement Officer.58045

Controllable Budgets

It is proposed to review the controllable budgets within the Children's department. From the 1st of April 2020, it is proposed that the budgets will be reduced by £456k.

2. Is this a new policy / function / service or review of existing one?

This is a review of existing provision.

3. Who are the main stakeholders in relation to the proposal?

- Staff in the QA team, though it should be noted that the QA post has been vacant for a year and the disestablishment of the post takes place in the context of the termination of an SLA with Bolton Cares
- The reductions in controllable budgets will be achieved by efficiencies in the procurement of supplies and services. No impact on staffing or on service users is anticipated

4. In summary, what are the anticipated (positive or negative) impacts of the proposal?

The reductions in controllable budgets will be achieved by efficiencies in the procurement of supplies and services. No impact on staffing or on service users is anticipated.

5. What, if any, cumulative impact could the proposal have?

This is an impact that appears when you consider services or activities together. A change or activity in one area may create an impact somewhere else.

The reductions in controllable budgets will be achieved by efficiencies in the procurement of supplies and services. No impact on staffing or on service users is anticipated.

6. With regard to the stakeholders identified above and the diversity groups set out below:

Consider:

- How to avoid, reduce or minimise negative impact (if you identify unlawful discrimination, including victimisation and harassment, you must stop the action and take advice immediately).
- How to **advance equality of opportunity**. This means considering the need to:
 - Remove or minimise disadvantages suffered by people with protected characteristics due to having that characteristic.
 - Take steps to meet the needs of people with protected characteristics that are different from people who do not have that characteristic
 - Encourage protected groups to participate in public life and in any other activity where participation is disproportionately low
- How to **foster good relations**. This means considering the need to:
 - Tackle prejudice; and
 - promote understanding between people who share a protected characteristic and others.

	Is there any potential for (positive or negative) differential impact? Could this lead to adverse impact and if so what?	Can this adverse impact be justified on the grounds of promoting equality of opportunity for one group, or for any other reason? Please state why	Please detail what actions you will take to remedy any identified adverse impact i.e. actions to eliminate discrimination, advance equality of opportunity and foster good relations
Race (this includes ethnic or national origins, colour or nationality, and caste, and includes refugees and migrants; and gypsies and travellers)	No potential for differential impact has been identified. The post which is being disestablished in the Quality Assurance team has been vacant for a year, and the disestablishment will take place in the context of the end of an SLA	N/A	N/A

	<p>with Bolton Cares. No impact on the day-to-day work of the team is anticipated.</p> <p>The reductions in controllable budgets will be achieved by efficiencies in the procurement of supplies and services. No impact on staffing or on service users is anticipated.</p>		
<p>Religion or belief (this includes any religion with a clear structure and belief system. Belief means any religious or philosophical belief. The Act also covers lack of religion or belief)</p>	As above for Race	As above for Race	As above for Race
<p>Disability (a person is disabled if they have a physical or mental impairment which has a substantial and long-term adverse effect on their ability to carry out normal day-to-day activities)</p>	As above for Race	As above for Race	As above for Race
<p>Sex / Gender</p>	As above for Race	As above for Race	As above for Race

Gender reassignment / Gender identity (a person who's deeply felt and individual experience of gender may not correspond to the sex assigned to them at birth, they may or may not propose to, start or complete a process to change their gender. A person does not need to be under medical supervision to be protected)	As above for Race	As above for Race	As above for Race
Age (people of all ages)	As above for Race	As above for Race	As above for Race
Sexual orientation - people who are lesbian, gay and bisexual.	As above for Race	As above for Race	As above for Race

Marriage and civil partnership (Only in relation to due regard to the need to eliminate discrimination)	As above for Race	As above for Race	As above for Race
Caring status (including pregnancy & maternity)	As above for Race	As above for Race	As above for Race
Socio-economic	As above for Race	As above for Race	As above for Race
Other comments or issues.			

Please provide a list of the evidence used to inform this EIA, such as the results of consultation or other engagement, service take-up, service monitoring, surveys, stakeholder comments and complaints where appropriate.

This EIA form and report has been checked and countersigned by the Directorate Equalities Officer before proceeding to Executive Cabinet Member(s)

Please confirm the outcome of this EIA:

No major impact identified, therefore no major changes required – proceed	<input checked="checked" type="checkbox"/>
Adjustments to remove barriers / promote equality (mitigate impact) have been identified – proceed	<input type="checkbox"/>
Positive impact for one or more groups justified on the grounds of promoting equality - proceed	<input type="checkbox"/>
Continue despite having identified potential for adverse impact/missed opportunities for promoting equality – this requires a strong justification	<input type="checkbox"/>
The EIA identifies actual or potential unlawful discrimination - stop and rethink	<input type="checkbox"/>

Report Officer

Name: Lisa Butcher

Date: 27th February 2020

Directorate Equalities Lead Officer

Name: Andy Bent

Date: 27 February 2020