

Financial Health Monitoring 2022/23 – Month 7 (October)

Date: 14th of December 2022

Report of: Chief Officer Financial Services

Report to: Executive Board

Will the decision be open for call in? Yes No

Does the report contain confidential or exempt information? Yes No

Brief summary

- The purpose of this report is to inform the Executive Board of the financial health of the Authority in respect of both the General Fund revenue budget and the Housing Revenue Account. At Month 7 (October) an overspend of £15.4m is projected for the Authority's General Fund services.
- Where Directorates are projecting an overspend, proposals to mitigate these pressures are included in this report to December's Executive Board at Appendix 4. If these savings action plans are achieved, the overspend would be reduced to £14.6m.
- In 2021/22 the Council received Government funding towards the costs of COVID-19. This was fully utilised in 2021/22 with no balance of funding available for 2022/23.
- Any Collection Fund income shortfall arising in 2022/23 will impact on the Revenue Budget in 2023/24.
- This report comments on financial performance against the 2022/23 budget, which has targeted resources towards the Council's policies and priorities as set out in the Council's Best City Ambition.
- The current and future financial climate for local government represents a significant risk to the Council's priorities and ambitions. The position remains challenging and the budget for 2022/23 requires delivery of £16.5m of savings. At Month 7 it is anticipated that the majority of budgeted savings will largely be delivered or mitigating actions found.
- Where known, increased inflation and the rising cost of living, including the 2022/23 agreed pay award, have been incorporated into this reported financial position. These pressures will continue to be assessed, with the latest position being incorporated into future reports to be received by this Board.
- This report provides the Board with information on the monitoring of the decision to freeze non-essential spend as one of the measures to balance the 2022/23 budget. Month 7 expenditure on a range of financial codes in scope shows that spend is 7.5% lower than over the same period in 2021/22. This reduction in expenditure has been included in the forecasts for the year being reported by Directorates.
- The report provides a quarterly update on the use of capital receipt flexibilities, the COVID-19 backlog reserve and the Invest to Save/Innovation Fund.
- At Month 7 the Housing Revenue Account is forecasting a balanced position.

Recommendations

Executive Board are asked to:

- a) Note that at Month 7 (October) the Authority's General Fund services are forecasting an overspend of £15.4m and that the Housing Revenue Account is forecasting a balanced position. The General Fund position reduces to £14.6m when account is taken of additional budget actions plans received to date.
- b) Note that where an overspend is projected Directorates, including the Housing Revenue Account, are required to present action plans to mitigate their reported pressures, in line with the Revenue Principles agreed by Executive Board in 2019. Proposals received to date are included in this report at Appendix 4 and further action plans will be received at the February meeting of this Board.
- c) Note that known increased inflation and known impacts of the rising cost of living, including the agreed 2022/23 pay award, have been incorporated into this reported financial position. These pressures will continue to be assessed, with the latest position being incorporated into future reports to be received by this Board.

What is this report about?

- 1 This report updates the Board on financial performance against the Council's 2022/23 General Fund and Housing Revenue Account budgets for the first seven months of the financial year. At Month 7 (October) an overspend of £15.4m is projected for the Authority's General Fund and the Housing Revenue Account is forecasting a balanced position.

What impact will this proposal have?

- 2 The budget proposals contained in the 2022/23 Budget have, where appropriate, been the subject of the Council's Equality Impact Assessment process and mitigating measures put in place or planned where appropriate. As such, an Equality Impact Assessment was provided at Appendix 6 to the 2022/23 Revenue Budget and Council Tax Report.

How does this proposal impact the three pillars of the Best City Ambition?

Health and Wellbeing

Inclusive Growth

Zero Carbon

- 3 The Best City Ambition is the Council's strategic plan which sets out its ambitions, outcomes and priorities for the City of Leeds and for the Local Authority. The Three Pillars of health and wellbeing, inclusive growth and achieving zero carbon, underpin this vision and these can only be delivered through a sound understanding of the organisation's longer-term financial sustainability which enables decisions to be made that balance the resource implications of the Council's policies against financial constraints. This is the primary purpose of the Medium Term Financial Strategy which provides the framework for the determination of the Council's annual revenue budget.
- 4 This report needs to be seen in the context of the requirement for the Council to be financially sustainable and deliver a balanced budget position in 2022/23 so that resources can continue to be targeted at the Council's priorities.

What consultation and engagement has taken place?

Wards affected:

Have ward members been consulted? Yes No

- 5 This is a factual report and is not subject to consultation. Public consultation on the 2022/23 Revenue Budget was carried out between December 2021 and January 2022 and is detailed in the 2022/23 Revenue Budget and Council Tax report presented to this Board in February 2022.

What are the resource implications?

- 6 This is a revenue financial report and as such all resource implications are detailed in the report and appendices.

What are the key risks and how are they being managed?

- 7 The reported budget position is considered in the context of risk to both the in year financial position and the potential impact on the Council's Medium Term Financial Strategy. These risks are included on the Council's corporate risk register.
- 8 Budget management and monitoring is undertaken on a risk-based approach where financial management resources are prioritised to support those areas of the budget judged to be at risk such as the implementation of budget action plans, those budgets which are subject to fluctuating demand and key income budgets. To reinforce this approach, specific project management based support and reporting around the achievement of key budget actions plans is in place for 2022/23.
- 9 Pay negotiations for 2022/23 have now concluded with the Employer Offer having been accepted, a pay increase of £1,925 to all employees. The additional cost associated with this was incorporated into the Council's reported financial position at Month 4.
- 10 This reported position reflects the latest projections with regard to known inflationary pressures in respect of the increased cost of electricity, gas, fuel and the impact of the cost of living pressures on our residents or businesses which is likely to affect the cost of goods and services the Council procures, demand for support and welfare services the Council provides, and it also impacts upon activity levels that support a wide range of income streams. These financial projections will continue to be closely monitored and any variations to the current assumptions will be required to be managed within the 2022/23 approved budget.

What are the legal implications?

- 11 There are no legal implications arising from this report.

Options, timescales and measuring success

What other options were considered?

- 12 None

How will success be measured?

- 13 Not applicable

What is the timetable and who will be responsible for implementation?

14 Not applicable.

Appendices

15 The following appendices are attached to this report:

- **Appendix 1** – background information, detailed narrative regarding the projected financial positions for directorates, Dedicated Schools Grant (DSG) and the Housing Revenue Account HRA, update on Council Tax and Business Rates including collection performance.
- **Appendix 2** – Individual financial dashboards for directorates, DSG and the HRA.
- **Appendix 3** – Directorate Budget Action Plans.
- **Appendix 4** – Directorate Savings Action Plans.

Background papers

16 None

Financial Health Monitoring 2022/23 – Month 7 (October)

1. Purpose of this report

- 1.1. This report sets out for the Executive Board the Council's projected financial health position for 2022/23 at Month 7 (October).
- 1.2. Budget monitoring is a continuous process throughout the year, and this report reviews the position of the budget and highlights potential key risks and variations at Month 7.

2. Background information

- 2.1 Executive Board will recall that the net budget for the general fund for 2022/23 was set at £521.9m.
- 2.2 Following the closure of the 2021/22 accounts, the Council's general fund reserve stands at £33.2m. The 2022/23 budget assumes no contribution to this reserve during the current financial year.
- 2.3 The Medium Term Financial Strategy 2023/24 – 2027/28, presented to the Executive Board in September 2022, assumed a balanced budget position for 2022/23 after the application of Government funding, the delivery of savings and the utilisation of earmarked reserves. Any adverse variation to a balanced budget position at the year-end will require the identification of further savings in 2023/24.
- 2.4 Financial monitoring continues to be undertaken on a risk-based approach where financial management resources are prioritised to support those areas of the budget that are judged to be at risk, for example the implementation of budget action plans, those budgets which are subject to fluctuating demand and key income budgets. This is reinforced through specific project management based support and reporting around the achievement of the key budget actions plans.

3. Main Issues

- 3.1 At Month 7 (September) an overspend of £15.4m is projected across directorates (an improvement of £2.2m from the Month 6 position). As discussed in this report, this position encompasses the impact of the agreed national employers pay offer for 2022/23, increased energy costs and the impact of the Government's Energy Relief Bill, and, where known, other inflationary rises and the wider impact of rising cost of living pressures.
- 3.2 As requested at September's Executive Board, directorates have been required to identify action plans to both address the reported overspend and absorb the financial impact of the national employers pay offer for 2022/23. These actions will include, with a small number of exceptions, a freeze on recruitment (including on agency staff and overtime), and a freeze on non-essential spend. Exceptions to this may include expenditure needed for health and safety reasons, to meet a statutory service requirement, to prevent further costs, or that helps generate income that more than outweighs the cost of recruiting to these roles.

- 3.3 Further savings action plans are included at Appendix 4 to this report.
- 3.4 Any Collection Fund income shortfall arising in 2022/23 will impact on the Revenue Budget in 2023/24.
- 3.5 Directorate positions are summarised in **Table 1**.

Table 1: Summary Position Financial Year 2022/23 Month 7 (October)

Directorate	Director	(Under) / Over spend for the current period				Previous Reported Position
		Staffing	Total Expenditure	Income	Total (under) /overspend	
		£000	£000	£000	£000	£000
Adults & Health	Cath Roff	1,221	12,168	(12,168)	0	0
Children and Families	Julie Longworth	109	9,688	3,592	13,281	9,996
City Development	Martin Farrington	35	1,271	(1,272)	0	0
Communities, Housing & Environment	James Rogers	3,218	435	(639)	(203)	(211)
Resources	Neil Evans	4,162	3,402	(460)	2,943	2,771
Strategic	Victoria Bradshaw	(176)	1,844	(2,441)	(598)	4,076
Total Current Month		8,570	28,808	(13,384)	15,424	16,632
Previous reported (under)/over spend		8,407	29,990	(13,360)	16,632	

- 3.5.1 **Managing the Overspend** – As noted in **Table 1**, at Month 7 the Council is projecting an overspend of £15.4m for the financial year 2022/23. Cross-directorate task and finish working groups will work with services projecting an overspend to support them to reduce cost pressures.
- 3.5.2 In order to monitor and identify progress on these working groups, savings action plans have been developed to record pressures and monitor improvement. For Directorates where an overspend is projected, Savings Action Plans are appended to this report (**Appendix 4**) where available.
- 3.5.3 Savings Action Plans show a potential saving of £0.8m. Adjusting for this would result in a revised Month 7 (October) position of £14.6m. Proposals will continue to be developed to support directorates to deliver a balanced position and further proposals will be incorporated into future Financial Health reports to be received at Executive Board. The incidence of additional savings proposals are as follows and as detailed in Appendix 4:
- Children and Families directorate present savings action plans of £0.8m identified to date.
- 3.6 The major Directorate variations in Table 1 are outlined below, with additional detail provided on the Directorate dashboards at Appendix 2 of this report.

3.6.1 Adults & Health - At Month 7 Adults & Health Directorate is projected to deliver a balanced budget, although there are significant risks around demand and income targets outlined below. The Net Managed Budget (NMB) for 2022-23 is £197.497m, comprised of £384.26m Gross Expenditure offset by £186.76m income; a reduction of £0.081m is due to the centralisation of IDS budgets. Reflected in the 2022-23 budget are Budget Action Plans (BAP) totalling £6.994m.

Two Provisions have been identified that are no longer required and have been written back into A&H 22-23 revenue budget; £1.15m for Ordinary Residence provision for out of hours pay claim and £0.492m for COVID grant funding to cover any repayment to the Department for Health & Social Care for ineligible expenditure. Offsetting this is a contribution from A&H into the Strategic Contingency Reserve for £1.642m.

The 2022/23 Budget assumes the use of £7.082m of Adult & Health reserves. As a result of the 2021-22 financial outturn position for Adults & Health, £11.1m of Health funding has been carried forward into 2022-23 financial year via reserves, taking the currently identified use of reserves up to £18.188m. There are clear spending plans committed against this £11.1m, principally the £5m NHS additional income target for 2022-23, £2m for uplifting the basic pay hourly rate for Homecare providers to £10.50 per hour, £2m in respect of the Community Health and Wellbeing Project (new delivery model for Homecare provision) and £0.8m for Leeds Older People's Forum (LOPF) community provision.

Budget Action Plans

At Month 7 there are concerns around the delivery of 3 Budget Action Plans with a forecast impact of £1.714m: -

- £1.024m relating to the strategic review for Social Work due to slippage in recruiting staff;
- £0.190m relating to slippage in the budget action plan for the refurbishment of the 3 LCC run residential homes, with a revised opening date of early March 2023 for 2 of the 3 homes;
- £0.500m income shortfall against the £1m additional Client income BAP. This is additional to the 2021-22 BAP for £1.24m also for additional Client income, primarily around 2:1 Homecare visits and removing the Maximum Assessed Charge (MAC) cap. This assumes client income collection increases significantly in the second half of the year from the phased roll out of implementing the above changes on a 25%, 50% and 75% phased basis (Exec Board report 15th December 2021 [Review of Non Residential ASC Charging Cover Report 061221.pdf \(leeds.gov.uk\)](#)). An updated progress report was on the October 2022 Executive Board agenda. Additionally new service charges for the in-house Telecare service are actioned.

Mitigating actions have already been identified to ensure the service is projected to deliver a balanced budget and no additional impact on the Medium-Term Financial Strategy; principally £0.97m of additional grant funding announced under the iBCF Social Care Grant funding stream and savings from implementing corporate in-year savings initiatives.

Demand

The 2022-23 demand related budgets reflect £17.774m additional funding for price, inflationary and demand & demography growth, taking the overall size of the demand led budgets up to £251.6m before reducing to £247.5m after netting off a £4.1m savings target reflected in the delivery of the 2022-23 Budget Action Plans; principally the Strategic Review for Adult Social Work. Overall, the Month 7 projection is for an overspend of £5.433m on the 2022-23 demand related budget which is an improvement of £0.86m from Month 6, primarily due to Learning Disability and Homecare demand budgets. Mitigating actions have been identified to balance the budget.

- Increased demand in all residential settings, £4.44m, which is an increase of £0.204m from the reported position at Month 6; £2.0m Residential, £1.613m Nursing Dementia, £0.785m Residential Dementia and £0.04m Nursing. This is offset by additional income of £3.38m giving a net pressure £1.06m.
- Learning Disability (LD) demand budgets are £0.8m over budget, offset by additional client income of £1.37m; Net saving £0.57m.
- Homecare and Community Support placements, £1.043m above budget, which is a decrease of £0.449m from the reported position at Month 6. The Council is seeing reduced demand from the reported Month 6 position and this projection is modelled on current activity levels being paid via the Council's Client Information Service (CIS) system; Net pressure £1.043m.
- Offset by savings on demand budgets in Supported Living £0.28m, Direct Payments, £0.568m, additional £0.435m BCF Grant monies and £0.25m additional non-BCF charges agreed with Leeds-ICB.

Pay

This projection reflects the agreed Employers 2022-23 pay offer of £1,925 per employee. The impact of this is an additional £2.4m pay related pressure, over and above the 2% budgeted position. This includes £0.3m for Passenger Transport pay costs (reflected in Internal Charges above). £0.6m will be recovered from higher charges to **Partnerships** and grant funding. At Month 7 there is a pay pressure of £1.22m, which is £0.88m lower than the budgeted pay impact due to recruitment difficulties in social work and social care. The balance will be funded from £0.62m use of BCF grant monies.

Partnerships and Grant funding

On 22nd September 2022 the DHSC set out the Government's new 'Our plan for patients' to improve care for patients this winter and next announcing a £500m Adult Social Care Discharge fund to help the flow of people out of hospital settings and into the social care pathway. Funding will be allocated 40% to Local Authorities and 60% to Health Integrated Care Boards. The funding directly to LCC is £2,758,941. Payment will be made in 2 tranche's, December and January.

Included in the 2022/23 budget is £2.235m of grant funding for Market Sustainability and Fair Cost of Care. This is new funding linked to the White paper, 'People at the Heart of Care – ASC Reform', that was announced earlier in the year. This is upfront funding in preparation for the new Care Act reforms, initially intended to go live in October 2023. At the recent 2022 Autumn Statement, the Chancellor has announced a delay of at least 2 years for full implementation. A minimum of 75% of this 2022/23 funding must be allocated directly to support the market and 25% for resources to implement the requirements of the Care Act. Additionally, the Council has received a further £0.01m for ASC charging reform: implementation support

funding grant determination for 2022/23 to support capacity for assessments and IT requirements for the Care Act.

Public Health (PH) Grant funding for 2022/23 is £47.126m, an increase of £1.288m from 2021/22 (2.7%). Since the 2022/23 budget was approved, new PH grant of £2.785m for 'Substance misuse funding for drug and alcohol treatment' has been awarded. This is a three-year announcement for which Leeds will receive 2022/23 £2.785m, 2023/24 £4.445m and 2024/25 £8.445m. PH funding is a ring-fenced grant.

Hospital Discharge related cost pressures for continuing the service at Elmet House of £0.447m have been identified, however these costs are funded 50:50 with the West Yorkshire Integrated Care Board (WY ICB), therefore the net impact for Leeds City Council is £0.223m. These pressures are offset by additional income under the iBCF Social Care Grant funding stream. This is a joint funded partnership with the WY ICB with the operational timeline extended from 1st April 2022 to 30th September 2022. From 1st October 2022 a new joint funded operational delivery model will be introduced to establish sufficient reablement staffing resources to enable the discharge of people directly home, replacing the 15 beds at Elmet House.

COVID grant (£0.7m) funding relating to Clinically Extremely Vulnerable (CEV) has been carried forward against which we are currently assuming associated expenditure.

3.6.2 Children and Families – The current year-end forecast for the Children and Families directorate is an overspend of £13.281m. This represents an increase of £3.286m since the last reported position at Month 6. The main movements from Month 6 are:

- In House Carers £0.386m
- Semi Independent Living £0.321m
- Transport costs £0.497m
- Health Contribution from ICB £1.900m
- Additional CLA staffing costs £0.439m

Overall the main variations included within the Month 7 position are:

	£m
Semi-Independent Living	2.863
CLA: In House Carers	0.839
CLA: External Residential Placement	0.820
Independent Support Work	0.500
Little Owls Nurseries	1.378
Transport	3.037
IFA Placements	0.323
Secure Welfare	0.512
Projected Net Staff pressures	0.358
Foster Carer Fee Uplift	2.055
Contribution from Housing Support Fund	(1.000)
ICB Contribution	1.900
Other Variances	(0.304)
Total	13.281

Task And Finish Group

A Task and Finish group has been established and is working closely with the service to identify and progress mitigating action plans to reduce these pressures. A number of key actions have been identified and progress has been made against these as detailed within the narrative below.

The Month 7 position includes assumed savings of £0.990m which have been directly attributed to the actions identified and progressed within the Task and Finish group.

Savings action plans developed by Childrens and Families and the Task and Finish Group are presented at **Appendix 4** to this report.

Semi-Independent Living:

The budget for Semi-Independent Placements is £5.8m. Currently there are 276 placements, including 100 placements for 16 and 17 year olds, which is an increase from previous years. This increase has been driven by a number of factors including an increase in 16 year olds exiting foster care, a bulge cohort of CLA in 15-17 year olds including the majority of UASC, and a continued flow of young people being remanded to our care by the courts or released from custody. Within these groups there are some who have high support needs which result in higher average placement costs.

The Our Way Leeds (OWL) contract is now delivering the capacity of provision originally anticipated, following some early challenges. However, in terms of transitioning out of OWL there is significant competition for suitable council tenancies, as well as an oversaturated private rental market which is not easy to access for universal credit claimants.

A number of key actions have been identified within the Task and Finish Group and progress has been made against these challenges including:

- A review of young people ready to move out of OWL provision and into independent living within a short timescale has been undertaken, working closely to match these to suitable one-bed council tenancies.
- As a result of this work capacity across 61 OWL units has been created, or is in the pipeline of being created, resulting in
 - 17 young people moved into OWL provision from external placements
 - 18 matches have been made, awaiting viewings and/or repair works
 - A further 26 units identified as vacant, or soon to be, with matching currently taking place
- Work continues to support moves both out of and into OWL, as well as designing/embedding a process to ensure continued flow, as and when young people are ready to move onto independent living.

The Semi-Independent position at Month 7 includes £500k projected savings as a result of the task and finish actions highlighted above.

CLA In House Carers:

The overall placement numbers for (Fostering, Family Placement, Placed for Adoption) cohorts are slightly higher than the budgeted numbers leading to a

pressure on fees and allowances of £163k. However, the main pressure is on Placement support with a number of home adaptations being approved for carers, resulting in a pressure of £366k within placement support.

External Residential Placements:

The External Residential budgets for 2022/23 is £18.043m, which supports 74 External Residential placements. As of 23rd October there were 77 placements. Assuming these placements stay in their current provision (same weekly £ rate) to year-end and those turning 18 in-year fall out, an overspend of £0.820m is forecast.

The projection at Month 7 includes anticipated savings of £200k as a result of the pending completion of and recruitment to the refurbished childrens homes, permitting 6 placements to be moved out of External residential provision before the end of 2022/23.

Foster Carers Fee Uplift:

The Month 7 projections include the impact of the proposed uplift of the weekly fees and maintenance allowances paid to Leeds Foster Carers, which if backdated to April 2022 will equate to an additional £2.055m.

This pressure has been mitigated with a contribution of £1.000m from the Household Support Fund.

Little Owls Nurseries:

The Little Owls nursery settings are projecting a net pressure of £1,378k, a projected income pressure of £1,898k offset by projected staff savings of £520k. Whilst the Little Owls nurseries did experience some recovery in 2021/22, income levels are still not back to pre-pandemic levels due to the change in working patterns, and a continued reduction in nursery capacity / opening hours due to ongoing staff shortages and recruitment difficulties.

To recognise increased costs, fees for Little Owls has increased by 5% from October to £51.70 per day, an increase of £2.50 per day. For comparison, the average market rate in Leeds is between £45 and £58 per day. The Little Owls fee increase with effect from October should generate projected additional income of £70k in 2022/23 with a full year impact of £135k. In addition to the increase in fees there is a more comprehensive review of the Little Owls provision ongoing. An initial business review was undertaken earlier this year by the Council's Procurement and Commercial Services function, and a brief for the next stage of the work is currently being agreed.

Transport:

The overall transport budget is showing a projected overspend of £3.037m. This position includes additional charges of £412k from WYCA due to increased drivers pay and fuel costs, with a further £2.615m pressure due to increased charges from Passenger Transport within CEL as a result of increased pupil numbers and increased costs.

Independent Support Work:

There is a projected pressure of £500k against the Independent Support Work budget which reflects the projected costs of supporting the needs of one child. The complexity and level of support provided in this case is currently under review. A

new provider has been approved, which should significantly reduce the weekly cost of provision and reduce this projected pressure.

ICB Health Contribution:

The Month 7 position assumes that an additional budgeted health contribution of £1.900m will not be received. Children and Families are committed to further discussion with the ICB to consider alternative funding or budget savings.

Budget Action Plans

Of the £1.661m of budget action plans included within the base budget 2022/23 the Month 7 position assumes that £575k will not be achieved as below:

- Diversifying Childrens Residential Provision £295k
- Passenger Transport £280k

Dedicated Schools Grants

The approved DSG budget 2022/23 assumed that there would be a carry forward surplus of £0.119m as at the end of the year. The position at Month 7 projects an in year underspend of £1,610k and a surplus balance to carry forward into 2023/24 of £1,730k.

The underspend is largely due to unallocated high needs supplementary funding of £947k which, following discussions at Schools Forum, will be retained as a high needs contingency fund. In addition there is a projected underspend of £321k on services provided by Children & Families due to vacancies and difficult market conditions causing difficulties in recruiting to the sensory services.

3.6.3 City Development – at Month 7, City Development is forecasting a balanced position overall. Although inflationary pressures in respect of energy are shown centrally within Strategic accounts, the reported position includes the impact of the agreed local government pay award, estimated at £1.7m for pay (net of amounts that will be charged on to capital schemes and grants).

There are some areas of risk within this position as described below but it is anticipated that these can be mitigated through the development and implementation of robust action plans to achieve the reported position at the year end.

The implementation of restrictions on spending across the Council, including tighter vacancy controls and restrictions on spending will contribute towards achieving these action plans and achieving a balanced budget by the year end.

- **Active Leeds** – based on income achieved during the first six months of the year and a review of fees and charges to be implemented from November, a shortfall to budget of £0.45m is anticipated, primarily on swimming and membership income, although this remains subject to variation and will continue to be carefully monitored as the year progresses. In addition, the impact of the pay award is forecast at £0.75m for the service. These pressures are partially offset by anticipated staffing and running cost savings of £0.6m and assumptions around further plans to mitigate of £0.4m, which includes income growth and further staffing savings, leaving a forecast year end overspend of £0.2m.

- **Arts & Heritage** – the service is projecting an overspend of £0.2m which includes the impact of the pay award (£0.4m) and income shortfalls in respect of admission charges at Kirkstall Abbey (£0.1m), offset by other staffing and running cost savings.
- **Asset Management & Regeneration** – an overspend of £0.1m is projected which reflects an anticipated shortfall in respect of the Strategic Investment Fund and Estate Rationalisation savings targets, partially offset by other one-off sources of income and other mitigating savings plans including a review of commercial rental income.
- **Planning & Sustainable Development** - high volumes of caseloads and applications mean it is necessary to recruit to all vacant posts and it is anticipated that this will impact on the service's ability to achieve its budgeted vacancy factor. A projected staffing overspend of £0.4m is therefore currently projected, which includes the impact of the pay award. However, additional planning fee and CIL administration income is forecast to the year end and an overall balanced position is anticipated for the service.
- **Highways and Transportation** – the overall projected overspend of £0.2m reflects the net impact of the pay award after taking into account additional income from charge out rates; an anticipated increase in the cost of fuel; contract savings in respect of Street Lighting; and savings from vacant posts, offset by additional agency and partner costs required to assist with delivery of the work programs.
- **Markets and City Centre** – a shortfall of £0.7m in respect of Markets income is estimated which reflects vacant units mainly within the Kirkgate and Outdoor markets. Whilst this position represents a variance from budget, the budget is based upon a surplus position, therefore the service is currently forecasting a relatively small deficit. In addition, income shortfalls of £0.4m are projected within City Centre in respect of city centre advertising income, income from street café licences and from hiring of event spaces in the city centre. Although the services will look to identify savings where possible to offset the income shortfalls, there is limited scope within these service areas.
- **Resources & Strategy** – staffing and running cost savings of £0.3m have been identified within Resources & Strategy to partially offset the pressures identified in other service areas. In addition, to further help mitigate pressures across the directorate, it is proposed to utilise £1.5m of commuted sum balances received from developers to meet the future maintenance cost of adopted Highways, leading to an overall underspend of £1.8m within Resources & Strategy.
- **Staffing** – within the overall reported position described above there is a projected staffing overspend of £0.1m across the directorate including the estimated net impact of the pay award.

Budget Action Plans

The 2022/23 budget contained £3.2m of new savings plans and it is anticipated that most have been delivered or are on track to be delivered, with only minor shortfalls forecast within the overall directorate position, the most significant being a shortfall in income in respect of Kirkstall Abbey admissions (£0.1m).

In addition, as referred to above, there are projected shortfalls on the existing Strategic Investment Fund and Estate Rationalisation budget savings plans. Although these may not be achieved within the current financial year as originally envisaged, mitigating savings are expected to be identified to offset these pressures.

3.6.4 Communities, Housing & Environment – At Month 7, the Directorate continues to project a small underspend of £0.2m, this is after accounting for the impact of the pay award offer, £4.3m, and fuel related pressures of £1.1m.

- **Staffing (Directorate wide)** - Total pressures are £3.2m, reflecting the pay award impact partially offset by additional charges to capital and grants, where it is appropriate to do so, and vacant posts.
- **Fuel (Directorate wide)** - The projections reflect an estimated pressure of £1.1m in these budgets mainly in Environmental Services and Parks and Countryside.
- **Car Parking Income** - Income continues a recovery trajectory; however, based on 6 months of data in 2022/23 the projection suggests that receipts are projected to fall £1.25m below the budget (compared to £2.7m in 2021/22 and £7.7m in 2020/21). As full provision for this has been made within corporate contingencies, a nil variance has been reported within the Directorate's budget.
- **Waste Management** (excluding staffing and fuel) - Exclusive of staffing/fuel energy issues a £4.0m underspend is projected. Historically there is a net cost associated with the disposal of green bin recyclable materials, however currently the Council is receiving a net income for this material, with prices expected to remain high for the remainder of 2022/23. It is forecast that this could generate additional gain of £1.8m in 2022/23.

Kerbside 'black bin' waste volumes are now reducing from the peak of lockdown period levels and are assumed to continue at 6% below the budgeted level for the remainder of 2022/23 which would generate a saving of £1.7m on disposal costs.

A PFI rebate and additional trade waste income totalling £0.6m are also anticipated.

- **Parks** (£0.2m saving excluding staffing and fuel) - Cancellation of bonfires has improved the projection by £0.2m and £0.3m of prudential borrowing savings

have been identified. Inflationary pressures associated with the events programme are also expected to be £0.1m in 2022/23.

Delays to construction of the new Parks attractions are expected to reduce net income by £0.2m in 2022/23 and bereavement services income is projected to fall £0.2m below budget. However, staffing underspends are expected to cover these pressures and bring the service back into a breakeven position for the year.

- **Customer Access and Welfare** (£0.4m pressure excluding staffing) - £0.2m of income pressures are expected in Community Hubs with a further £0.1m in the Library and Information Service.

A £1m pressure on Housing Benefit Rent Allowances is anticipated where the Council cannot reclaim a 100% subsidy from the government.

However, £1.3m of additional funding for New Burdens Funding and other grant income is expected to cover staffing and other pressures within the services and £0.2m of net savings from reducing non-essential spend have been projected.

- **Other variations** – minor variations across the Directorate total less than (£0.5m)

3.6.5 Resources - Based on an examination of key risk budgets, the Resources Directorate is forecasting a pressure of £2,943k at this reporting period. This is an increase from the previous period of £172k. This increase is due to:

- Strategy and Improvement, increase in costs of £20k.
- Human Resources, improvement of £81k.
- Leeds Building Services £229k.

This is summarised into the following areas across the Directorate's services:

- **Procurement £309k** - A target of £4m Procurement savings across the authority formed part of the 2022/23 approved budget. Whilst a proportion of these savings were set against specific contract areas, £2.3m had yet to be identified. Additional unbudgeted income from the Revolving Investment Fund is expected to mitigate some of this pressure and has therefore been included in the projection. In addition, the Procurement service has been successful in identify further savings of £0.25m across two large contracts. In year mitigations amounting to £1.6m have also been identified to reduce the savings target. The PACS service will continue to identify opportunities to increase income and reduce costs across the Directorate. The inflationary pressures experienced across a range of contracts since the setting of the budget mean that a pressure is likely in this area.
- **Leeds Building Services (LBS) £490k** - Following an examination of the pipeline of work for LBS for the remainder of the year from client departments, the turnover position for 2022-23 is expected to be in the region of £68.75m,

which is a reduction of £4m over this year's original identified turnover. This has a consequential impact on the LBS rate of recovery. In short, slippage, cancellations, or delays in programmes of work in client departments impact the revenue position of LBS.

The reported position includes mitigations as a result of; staff savings, further improvement in sickness levels, use of contingency and anticipated overhead savings. Without these mitigations the reported position would be considerably worse.

LBS will work with client services to identify potential additional income and to discuss further levels of slippage within the current pipeline of work with a view to further mitigating this projection.

- **Legal Services £205k** - The overspend is due to a shortfall in income, which is partly offset by staff savings. This projection also includes a pay award figure of £220k.
- **Sustainable Energy and Air Quality -£226k** - Premises savings as a result of the decision in the Spring Statement to exempt District Heating networks from Business rates have resulted in a saving of £226k.
- **Shared Services £1,092k** - Staffing overspends of £2,066k including Pay Award of £1,728k and Salary Sacrifice pressure of £290k are being offset by supplies and services savings of £612k and additional income of £652k.
- **Integrated Digital Services £Balanced** - Staffing underspends of £102k including £1,094k Pay Award are assisting to offset overspends of £568k, the remaining overspend is being offset by increased income of £466k. The additional income includes £700k flexible use of Capital Receipts.
- **Facilities Management -£242k** - £50k of savings related to building running costs, and £300k procurement savings along with a pay award pressure of £100k.
- **Corporate Property Management £25k** - A pay award pressure of £42k and security overspend of £95k are being offset by staffing savings of £110k.
- **Catering £558k** - Staffing overspends of £342k, inflation increases on food and other costs of £423k offset by additional income of £207k.
- **Strategy and Improvement £Balanced** - Staffing overspends of £164k are being offset by £164k additional income.
- **Finance £251k** - Staffing overspends of £771k offset by additional Court Fee income of £304k, release of reserve £100k and other savings of £116k.
- **Democratic Services £79k** - Pay award pressure of £129k offset by savings of £50k.
- **Human Resources £181k** - Staffing overspends of £1,225k and other expenditure overspends of £53k offset by use of reserves and government income to pay for interns and Kickstart posts of £1,097k.

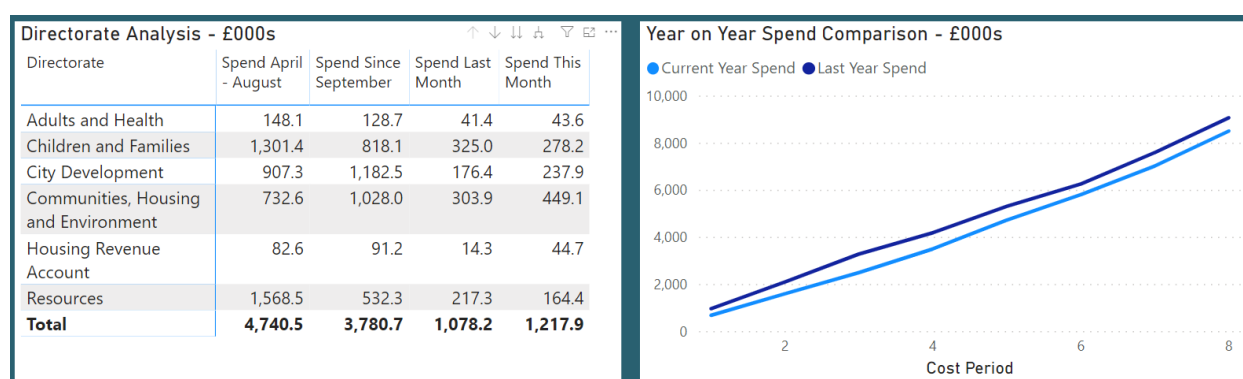
- **CEL Cleaning, Fleet, Presto, School Crossing Patrol, Security £221k** - A pay award pressure of approximately £1m is being partially offset by a budget action plan to review income opportunities of £750k.

3.6.6 Strategic & Central Accounts - At Month 7, the Strategic & Central accounts projection is for an underspend of £0.6m. This position includes a forecast £2.3m pressure for increased energy costs across the council for which funding has not yet been identified. A one-off use of earmarked reserves of £1.7m is also included in the Strategic position. This net pressure is offset by projected savings of £0.5m in the debt budget, an additional recharge of £0.5m to the public health budget for its pension costs, and £0.2m of minor underspends across the Miscellaneous and the Joint Committees budgets.

3.7 Monitoring Non-essential spend

3.7.1 As referenced at paragraph 3.2, one of the agreed actions to address the overspend position in 2022/23 is a freeze on non-essential spend. A process to monitor a range of financial codes where spend on non-essential supplies and services is likely to occur has been established and Executive Board will be updated each month on the outcome of this monitoring. It is not expected that no spend will be incurred on these codes as a variety of supplies and services will be included and spend on similar items may be essential in one service but non-essential in another, so the purpose of this analysis is to ensure a downward trend and to challenge directorates in areas where spend does not fall as expected.

Table 2: Non-essential Spend Month 7 (October)



3.7.2 The table on the left shows the spend incurred between April and August 2022 and spend incurred after August 2022 following implementation of the freeze. At Month 7, spend in scope between April and August 2022 totalled £4.74m, spend in September 2022 totalled £1.08m and spend in October £1.22m, an increase of £0.14m (13%) on September's spend. Whilst this may reasonably reflect the profile of the different types of expenditure in scope it will need to be monitored and challenged where appropriate.

3.7.3 The graph on the right compares 2021/22 and 2022/23 spend on these financial codes. At Month 7 2021/22, £7.6m of expenditure had been incurred, compared with £7.0m in the current year, a £0.6m (7.5%) reduction in spend to date against these codes.

3.8 Budget Action Plans

3.8.1 The budget for 2022/23 requires the delivery of £16.5m of savings. Detailed budget action plans have been developed to identify how these savings will be achieved and progress against these action plans will be monitored and reported throughout the year. Further detail is provided at Appendix 3.

At Month 7 it is anticipated that the majority of savings will be delivered in full through the identified saving plans or through mitigating actions identified by each Directorate, the exceptions being:

- Children & Families – £0.575m shortfall expected savings on Passenger Transport and Diversifying Childrens Residential Provision.
- Resources - £2.046m shortfall in the anticipated level of procurement savings within PACS.

3.8.2 Although other directorates have indicated shortfalls in regard to fully meeting their targeted budget action plans by £1.954m, they have identified other mitigating measures to offset these shortfalls, see section 3.6.

3.9 Inflationary Pressures

3.9.1 At the end of Month 7 (October) an overspend of £15.4m is projected against the Council's 2022/23 revenue budget. This reported position reflects the national employers' pay offer and known inflationary rises and cost of living pressures.

3.9.2 Pay Award – The 2022/23 budget allows £9.5m for an assumed 2022/23 pay award incorporating a Real Living Wage of £9.90 at pay scale points 1 and 2 and a 2% pay award for all other staff. Pay negotiations for 2022/23 have now concluded with the Employer Offer having been accepted, a pay increase of £1,925 to all employees. The additional cost associated with this was incorporated into the Council's reported financial position at Month 4. In September the Real Living Wage was announced at £10.90 per hour and this increased rate will be required to be incorporated into future Council's budgets.

3.9.3 Energy – In September, the then Chancellor of the Exchequer delivered the Growth Plan 2022 to the House of Commons and reiterated recent steps taken by Government to tackle high energy bills. The Government committed to a six month Energy Bill Relief Scheme for businesses and other non-domestic energy users, including charities and public sector organisations, providing them with a discount on energy prices. As Leeds City Council has forward purchased over 80% of its energy for winter, the majority of its energy has been purchased at prices that are lower than the cap – although it should be noted that the prices secured are still significantly higher than we have ever paid before. However, the cap still provides the Council with protection against the extreme day ahead prices that we have seen for the balance of our energy and if these were to continue, the cap could save the Council up to £2m.

The 2022/23 budget allows for a 5% increase in energy costs for gas and electricity. In addition, the Council has set aside £3.9m of energy contingency funding. The reported position at Month 7 (October) assumes projected General Fund expenditure on energy of £22.6m against a budget of £14.36m. Applying energy

contingency funding of £3.9m and further reserves of £2m reduces the projected General Fund overspend to £2.3m, which is reflected in the Strategic Directorate reported position. The reported position takes account of the Government's energy cap announcement. Actions being taken to review energy usage across the Authority's estate are anticipated to reduce this projected overspend.

3.9.4 Fuel – The average UK pump prices for diesel and unleaded petrol saw increases of 28.5% and 18.2% respectively between October 2021 and October 2022. The 2022/23 budget did not allow for any increases in fuel prices. Any increase above the total 2022/23 budgeted amount of £7.7m will require an action plan to be developed for how this increase will be mitigated in year.

3.9.5 Cost of Living Pressures – Further to the inflationary pressures detailed here, there is likely to be a wider inflationary impact to the Council due to the impact of the increased cost of living on our residents and businesses. We would expect to see the impact of this in increased costs to the Council for the goods and services that we procure, increased demand for support and welfare services, and reduced income across a range of services as Leeds residents and visitors choose to spend differently as a consequence of rising inflation. The position will continue to be closely monitored.

3.10 Reserves

3.10.1 Following the closure of the 2021/22 accounts, the Council's general fund reserve stands at £33.2m. The 2022/23 budget assumes no contribution to this reserve during the current financial year.

3.10.2 The 2022/23 budget includes use of reserves to support the Council's General Fund; this includes the Strategic Contingency Reserve which was established in 2020/21 to fund future unforeseen budget pressures and to ensure the Council becomes more financially resilient.

3.10.3 A sum of £2m from this reserve is also being used to fund the backlog recovery of affected services following the COVID pandemic, including targeting the backlogs of work which have built up in some services.

3.10.4 The closing balance on the Strategic Contingency Reserve for 2021/22 was £37.5m. The 2022/23 budget provided a further net contribution of £8.4m to this reserve, but also proposed use of (£15.0m) to support the General Fund position, leaving a projected balance of £30.9m at the 31st March 2023. At Month 7, £2.0m of this balance has been committed to fund backlog recovery from COVID, as detailed at paragraph 3.11.3.

3.10.5 In addition, a specific COVID Reserve was created in the 2021/22 Budget to be applied to any pressures arising which exceed the initial estimate of the COVID impact. A balance of £3.5m was carried forward into 2022/23 with the 2022/23 budget identifying additional resources of £1.4m. £4.9m in total will be available to address the ongoing impact of COVID in the 2022/23 financial year.

3.11 Funding from other resources

3.11.1 Flexible Use of Capital Receipts

Under guidance issued in March 2016 and updated on the 2nd August 2022, Local Authorities are allowed to use capital receipts for funding “expenditure on any project that is designed to generate ongoing revenue savings in the delivery of public services and/or transform service delivery to reduce costs and/or transform service delivery in a way that reduces costs or demand for services in future years for any of the public sector delivery partners”. The original revenue budget in 2022/23 assumes that £16.72m would be spent utilising these flexibilities and the key projects to be funded this way includes £4.9m on digital transformation, £5.9m on the Core Business Transformation Programme and £1.9m for service transformation in the Adults & Health directorate. At Period 7 the projected level of spend is £15.35m and this is summarised by Directorate in Table 2 below.

The budgeted level of savings to be realised through the flexible use of Capital Receipts in 2022/23 is £10.51m. This is now projected to be £8.52m at the year end, as summarised in Table 2. These projected levels of savings have also been incorporated into Directorate projected outturn positions at paragraph 3.6.

Table 2: Expenditure funded through flexible use of capital receipts Quarter 2

2022/23 - EXPENDITURE FUNDED THROUGH FLEXIBLE USE OF CAPITAL RECEIPTS						
Directorate	2022/23 Budgeted Spend £m	Year End Projected Spend £m	Variation to Budget £m	2022/23 Budgeted Savings £m	Year End Projected Savings £m	Variation to Budget £m
Adults & Health	2.04	2.04	0.00	(4.00)	(4.00)	0.00
Communities, Housing & Environment	0.12	0.00	(0.12)	0.00	0.00	0.00
Resources	6.15	6.15	0.00	(5.52)	(3.52)	2.00
Strategic/ Corporate	6.83	5.85	(0.99)	(1.00)	(1.00)	0.00
	15.14	14.04	(1.11)	(10.51)	(8.52)	2.00

3.11.2 Invest to Save/Innovation Fund – The Invest to Save and Innovation Funds are designed to strengthen the Council’s longer term financial resilience. The Invest to Save fund is used for service improvements or transformational projects where a proof of concept has already been delivered and an initial revenue investment would directly generate cost reductions or income for the Council. Allocations from the fund will be repaid from the savings generated and it is therefore self-financing. The Innovation Fund is designed to provide pump-priming investment for those more conceptual schemes which need to be developed further. It is acknowledged that not all of these schemes will be successful, but for those that are, the fund would be repaid with the aim of it becoming self-financing.

The funding uncommitted and available for Invest to Save and Innovation Fund schemes at the start of 2022/23 was £1.621m. At the end of Quarter 2, £0.642m has been committed leaving an uncommitted and available balance of £0.979m. It is projected that £0.544m will be spent in year. This spend includes the production

of a feasibility study for a solar farm and the development of a cloud-based Adult Social Care referral system. This targeted expenditure will result in a saving of £0.130m in 2022/23 with further savings to be realised in future years, as summarised in Table 3.

Table 3: Invest to Save/Innovation Fund Quarter 2

	£k	£k	Year End Projected Spend	Year End Projected Savings
Funds uncommitted and available at start of 2022/23		(1,621)		
Less Funds Committed 2022/23 to Qtr 2:			£k	£k
City Development	100		100	(100)
Resources	542		444	(30)
		642	544	(130)
Therefore Funds uncommitted and available		(979)		

3.11.3 COVID-19 Backlog Recovery Fund – This fund has been established to meet costs related to clearing backlogs caused by the COVID-19 Pandemic. The funding uncommitted and available at the start of 2022/23 was £2m. At the end of Quarter 2, £1.954m has been committed leaving an uncommitted and available balance of £0.046m. It is projected that £1.441m of the £1.954m will be spent in 2022/23. This position is summarised in Table 4.

The most significant uses of this Fund are within the Contact Centre (£0.564m) and in Business Administration Support to the Children and Families directorate (£0.500m).

Table 4: COVID-19 Backlog Recovery Fund Quarter 2

	£k	£k	Year End Projected Spend
Funds uncommitted and available at start of 2022/23		(2,000)	
Less Funds Committed 2022/23 to Qtr 2*:			£k
City Development	146		48
Communities, Housing & Environment	258		218
Resources	1,550		1,175
		1,954	1,441
Therefore Funds uncommitted and available		(46)	

*To note, where schemes involve two directorates, they have been included under the lead directorate.

4. Other Financial Performance

4.1 Council Tax

The Council Tax in-year collection rate at the end of October 2022 was 60.90%. For comparison, in September 2021 the in-year collection rate was 62.12% and in September 2019, a 'normal' year, the in-year collection rate was 63.29%. With the collection rate continuing to slow in this challenging economic environment it has been decided that, to be prudent, the target collection rate in the fullness of time

should be reduced from 99% to 98.5%, at a cost to the Council's share of the Collection Fund deficit of £2.0m.

Leeds' share of the declared Council Tax deficit for 2021/22 (at 31st December 2021) has been incorporated into the 2022/23 budget. The declared deficit was £3.704m. This has been adjusted for the 3-year spreading legislated by Government in order that authorities can better manage deficits arising as a result of the economic impact of COVID-19. Consequently, the Leeds share of the deficit that is budgeted to be repaid in 2022/23 is £2.249m. This repayment is now a fixed amount and does not impact on the 2022/23 in year position.

The actual closing deficit on the 2021/22 Council Tax Collection Fund was £8.7m, including the Police and Fire Authority shares. In 2022/23 it is projected there will be an in-year surplus on Council Tax at declaration of £0.9m. Whilst in-year income from Council Tax is almost as expected at the time the 2022/23 Budget was approved by Full Council in February 2022 which sets the precepts taken from the Collection Fund, and income to the Collection Fund is additionally increased by repayment of the declared deficit from 2021/22 as noted above, the increased cost of the provisions required to account for the reduced collection rate has reduced this surplus by £2.3m including the Police and Fire Authority's share. The closing deficit will therefore be £7.8m. Included in the projected deficit is the final instalment of the declared unfunded deficit from 2020/21 which, including the Police and Fire Authorities' shares, will be £5.3m. This therefore means that an additional deficit of £2.5m will have to be funded by the Council, the Police and the Fire Authority in 2023/24, Leeds share of which will be £2.1m.

The collection rate for Council Tax remains an area of concern as Council Taxpayers continue to struggle with the cost of living crisis and collection will require close monitoring over the coming months.

4.2 Business Rates

The Business Rates collection rate at September 2022 is 61.47% which is 4.37% higher than in the same period in 2021/22 but 3.6% behind performance in 2019/20, the last 'normal' year. Collection rates will be closely monitored over the coming months. The budgeted collection rate for business rates is to achieve an in-year collection target of 97.7%, collecting £296.5m of business rates income.

The total rateable value of business properties in Leeds has increased from £923.8m at the time of the 2022/23 budget to £924.3m as at 31st October 2022, an increase of £0.5m. The 2022/23 budget includes an expected reduction in Rateable Value of £0.3m for the 2022/23 full year and the size of the Business Rates tax base in Leeds will also require close monitoring.

Leeds' share of the declared Business Rates deficit from 2021/22 (at 31st December 2021) has been incorporated into the 2022/23 budget. The total declared deficit on the Business Rates Collection Fund was £28.2m. Leeds' share of the unfunded declared deficit from 2020/21 was £36.7m, which has been spread over three years in accordance with Government legislation. The second of the three repayments of £12.2m will be paid in 2022/23 and is fixed and included in the £28.2m declared deficit.

Due to reassessing the level of the bad debt and appeals provisions, the actual closing deficit for 2021/22 is an improvement of £8.0m from the position declared and this improvement will be carried forward as a gain to the 2023/24 budget but will be required to offset future reduction in grant funding.

In 2022/23, a deficit of £5.4m has arisen due to an increased demand for the extended Retail Relief introduced by the Government to assist the High Street in the wake of the pandemic and the backdated award of further COVID Additional Relief Fund (CARF) reliefs against 2021/22 income. These reliefs are fully funded and this funding will be held in reserve to part meet the cost of the impact of the overall deficit to the 2023/24 General Fund.

Taking the £12.2m final repayment of the unfunded deficit from 2020/21, the £8.0m improvement from the end of 2021/22 and the £5.4m in-year deficit from 2022/23, the declared deficit for 2022/23 is projected to be £9.6m, which will impact the 2023/24 General Fund. Of this projected deficit, £8.0m is projected to be funded by grant received from Government for the extended Retail Relief and CARF relief.

The outlook for the in-year Business Rates deficit on the Collection Fund remains uncertain and will require close monitoring in the coming months.

4.3 Business Rates Appeals

The opening appeals provisions for 2022/23 is £24.2m, made up of £5.1m relating to appeals received against the 2010 ratings list and £19.1m estimated costs in relation to the 2017 ratings list. Under 50% Business Rates Retention, Leeds' budget is affected by 49% of any appeals provision made in this year.

On 31st October 2022, there were 88 appeals outstanding against the 2010 ratings list. In this financial year until 31st October 2022, 34 appeals have been settled, 10 of which have resulted in changes to rateable values. No new appeals have been received in 2022/23. Currently, 1.96% of the city's total rateable value on the 2010 list is subject to at least one appeal.

Before the COVID-19 public health crisis, the introduction of the new Check Challenge Appeal system on 1st April 2017 saw a significant reduction in the number of appeals submitted by ratepayers against their Rateable Value on the 2017 ratings list compared to the 2010 ratings list. Only eleven appeals have so far been submitted to the Valuation Tribunal, the final stage of the new process.

As at October 2022, the Council is providing for a net of 401 Checks and Challenges against the 2017 ratings list.

Additionally, Government has now passed primary legislation to ensure that 'appeals' based on a Material Change of Circumstance due to the restrictions to economic activity during the COVID 19 lockdowns will not be successful and will not lead to a reduction in Rateable Value. Any outstanding appeals which had been deemed in this category have therefore been excluded from the Council's calculations.

In addition, the Authority has made provisions for specific issues such as the removal of ATMs located in shops from the 2017 list, expected reductions to

hospitals, ambulance and fire stations and expected reductions to several GP surgeries.

4.4 Impact of Covid 19 and cost of living on the Collection Fund in 2022/23 and beyond

There is still some impact of COVID-19 on council tax and business rates income as recovery action is reintroduced and additional reliefs brought in to support businesses during the pandemic are phased out. Council Tax collection rates are showing the effects of the cost of living crisis and the level of voids is a current concern. The team are monitoring the situation and working on ways to mitigate by improving void levels and working through the backlog of recovery action. For Business Rates, the reductions in reliefs granted are impacting on collection rates. The pressures of the cost of living crisis have become more noticeable over the last couple of months and the long-term impact of this on collection rates and tax base will require continued close monitoring.

5. Housing Revenue Account (HRA)

5.1 At Month 7, the HRA is projecting a balanced position.

5.2 Dwellings Rent and service charges £2m – there is a forecast reduction in rental income which is mainly due to the number of void properties being higher than budgeted because of the ongoing impact of COVID-19. There is a recovery plan in place and it is projected that the void level will be back to pre-pandemic levels by the end of the current financial year.

5.3 Employees £0.3m (and related charges) – there is a forecast underspend against the employee budget of £0.568m due to vacant posts in the service; the forecast reflects the 2022/23 agreed employee pay award. However, the underspend is offset with a reduction in capitalised salaries of £0.9m.

5.4 Repairs to Dwellings £1.358m – the budget is projected to be overspent due to the price pressures in the construction industry, although this will be fully funded from the repairs reserve.

5.5 Disrepair provision £2m – the budget is projected to overspend due to the continuing trend of increasing case numbers and the average cost of the cases.

5.6 Premises £1.9m – comprised of: £1.3m pressure on the energy budget due to the rising cost of gas and electricity, costs which have not been passed on to tenants in year; £0.2m dilapidations costs claims at Navigation House; and a £0.4m pressure on the cleaning charge due to the pay award.

5.7 Provision for doubtful debt £0.5m – it is estimated that an additional amount will be added to the provision to cover potential increases in bad debt due to the cost of living crisis.

5.8 Contribution to the Capital Programme (£2.4m) – a one off reduction in the revenue contribution to the capital programme is offset by utilising RtB balances to fund the investment programme.

- 5.9 Debt Costs (£1.6m)** – a projected in year saving of £1.6m following a review of the forecast spend levels within the Council House Growth Programme
- 5.10 Supplies and services and Internal services £1.8m** – projected to underspend after a line by line review of the budgets.

Overall Summary Sheet

Month 7 (October 2022)

Financial Dashboard 2022/23 Financial Year

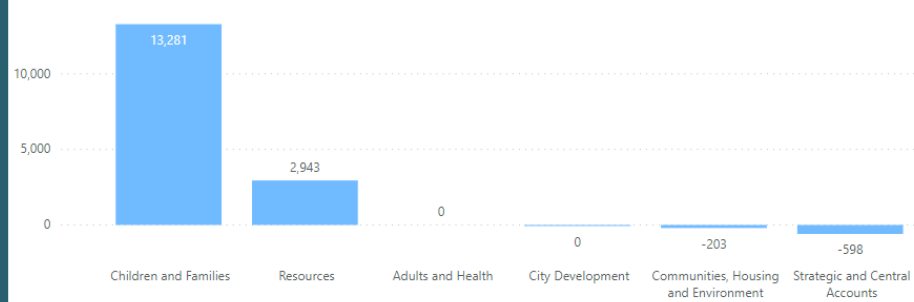


Budget Variation £000s

15,424

Overspend (+) / Underspend (-)

Forecast Year End Variance - £000s



Expenditure Type	Budget (LE) £000s	Projection £000s	Variance £000s
Employees	497,085	505,655	8,570
Premises	55,215	58,204	2,989
Supplies and Services	231,312	228,160	-3,152
Transport	47,996	51,111	3,115
Internal Charges	76,704	80,887	4,183
Third Party Payments	469,594	483,248	13,654
Transfer Payments	185,520	186,109	590
Capital	79,820	79,764	-56
Transfer to/from Reserves	-48,538	-49,622	-1,084
Internal Income	-315,752	-316,387	-635
External Income	-757,012	-769,761	-12,749
Total	521,943	537,367	15,424

Directorate	Change in Variance £000s
Adults and Health	0
Children and Families	3,286
City Development	-1
Communities, Housing and Environment	8
Resources	172
Strategic and Central Accounts	-4,673
Total	-1,208

Financial Dashboard 2022/23 Financial Year

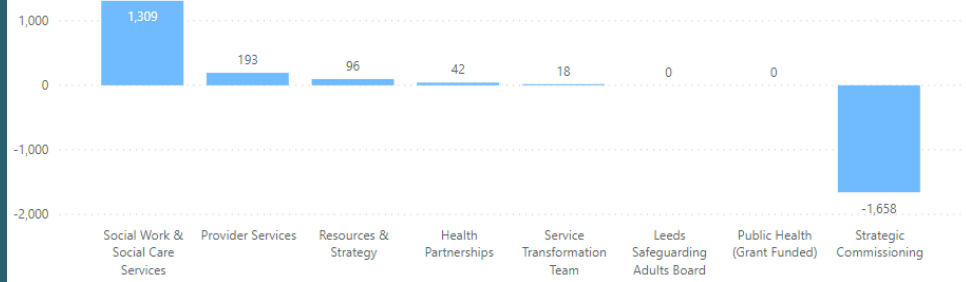


Budget Variation £000s

0

Overspend (+) / Underspend (-)

Forecast Year End Variance - £000s



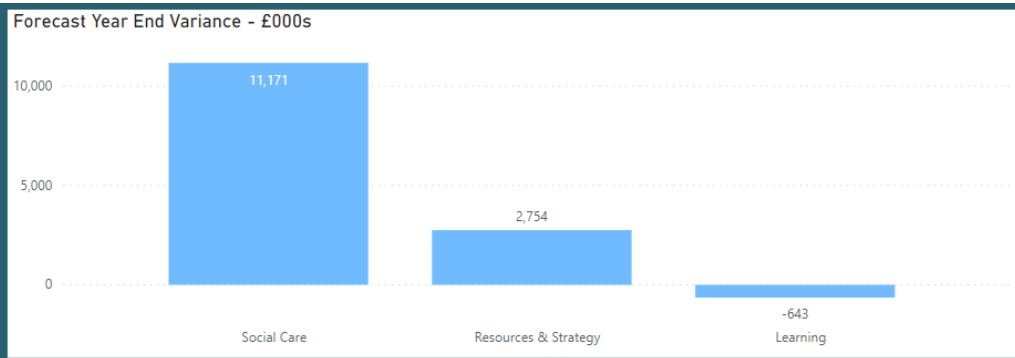
Expenditure Type	Budget (LE) £000s	Projection £000s	Variance £000s
Employees	62,109	63,330	1,221
Premises	1,029	1,211	183
Supplies and Services	5,696	7,354	1,658
Transport	906	928	22
Internal Charges	12,465	13,995	1,530
Third Party Payments	299,526	305,990	6,463
Transfer Payments	11,395	10,828	-567
Capital		0	0
Transfer to/from Reserves	-8,764	-7,106	1,658
Internal Income	-5,416	-5,620	-205
External Income	-181,450	-193,413	-11,963
Total	197,497	197,497	0

Directorate	Change in Variance £000s
Adults and Health	0
Total	0

Financial Dashboard 2022/23 Financial Year



Budget Variation £000s
13,281
 Overspend (+) / Underspend (-)




Expenditure Type	Budget (LE) £000s	Projection £000s	Variance £000s
Employees	104,736	104,845	109
Premises	3,338	3,344	6
Supplies and Services	64,246	64,501	255
Transport	10,767	11,769	1,002
Internal Charges	29,199	31,848	2,648
Third Party Payments	111,302	116,852	5,550
Transfer Payments	2,040	2,237	197
Transfer to/from Reserves	-266	-345	-79
Internal Income	-32,382	-32,149	233
External Income	-160,335	-156,975	3,359
Total	132,645	145,926	13,281

Directorate	Change in Variance £000s
Children and Families	3,286
Total	3,286

Financial Dashboard 2022/23 Financial Year

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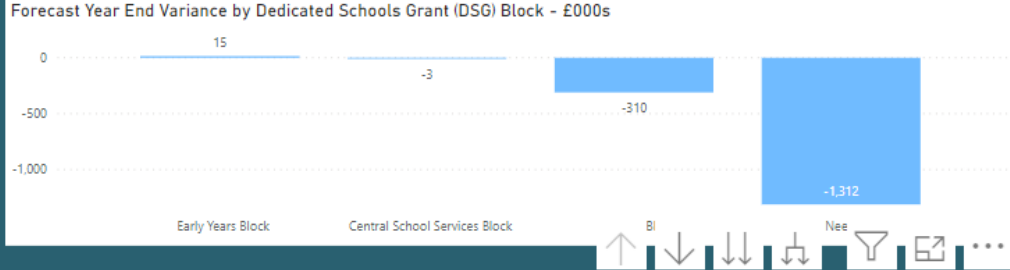


DSG Variation £000s

-1,610

Overspend (+) / Underspend (-)

Forecast Year End Variance by Dedicated Schools Grant (DSG) Block - £000s



Block	Variance (£000s)
Early Years Block	15
Central School Services Block	-3
Schools Block	-310
High Needs Block	-1,312

Net Variations against the Approved Budget

DSG Block	Income Budget	Income Projection	Income Variance	Expenditure Budget	Expenditure Projection	Expenditure Variance	DSG Budget (LE)	DSG Projection	DSG Variance
Schools Block	-325,189	-323,103	2,086	325,189	322,793	-2,396	0	-310	-310
High Needs Block	-103,981	-103,957	24	103,981	102,646	-1,335	0	-1,312	-1,312
Early Years Block	-58,187	-58,247	-59	58,187	58,262	74	0	15	15
Central School Services Block	-5,138	-5,138	0	5,138	5,135	-3	0	-3	-3
Total	-492,496	-490,445	2,051	492,496	488,835	-3,660	0	-1,610	-1,610

DSG Reserves

Reserve Type	Balance b/fwd	Net contribution to(-)/from (+) balances	Budgeted Deficit (+) / Surplus (-) c/fwd	Projected in year under(-)/over(+) spend	Planned use of reserves	Projected Deficit (+) / Surplus (-) c/fwd
General	979	229	1,208	-1,597	0	-618
De-delegated	-1,098	0	-1,098	-14	0	-1,112
Total	-119	229	110	-1,611	0	-1,730

For Reporting

Financial Dashboard 2022/23 Financial Year

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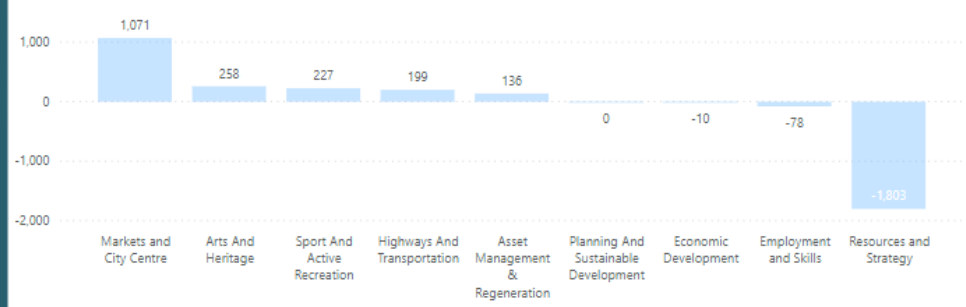


Budget Variation £000s

0

Overspend (+) / Underspend (-)

Forecast Year End Variance - £000s



Expenditure Type	Budget (LE) £000s	Projection £000s	Variance £000s
Employees	68,856	68,891	35
Premises	25,661	26,162	501
Supplies and Services	43,962	43,381	-580
Transport	5,893	6,911	1,017
Internal Charges	10,077	10,295	218
Third Party Payments	192	192	0
Transfer Payments		0	0
Capital		0	0
Transfer to/from Reserves	-3,083	-3,003	80
Internal Income	-43,003	-43,628	-625
External Income	-76,177	-76,824	-647
Total	32,377	32,377	0

Directorate	Change in Variance £000s
City Development	-1
Total	-1

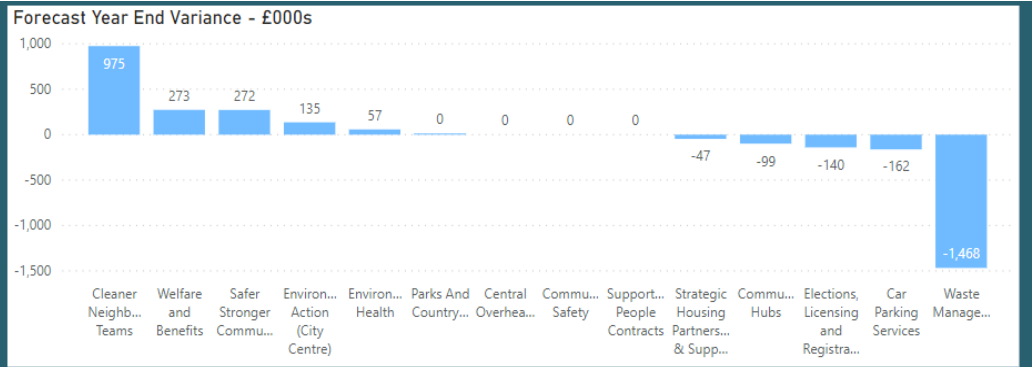
Financial Dashboard 2022/23 Financial Year



Budget Variation £000s

-203

Overspend (+) / Underspend (-)



Expenditure Type	Budget (LE) £000s	Projection £000s	Variance £000s
Employees	96,737	99,955	3,218
Premises	9,712	9,899	188
Supplies and Services	56,186	50,885	-5,301
Transport	10,141	11,248	1,107
Internal Charges	16,323	16,156	-168
Third Party Payments	21,455	23,148	1,693
Transfer Payments	171,096	172,055	959
Capital		0	0
Transfer to/from Reserves	-1,536	-2,797	-1,261
Internal Income	-38,257	-40,158	-1,902
External Income	-258,175	-256,912	1,263
Total	83,682	83,479	-203

Directorate	Change in Variance £000s
Communities, Housing and Environment	8
Total	8

Financial Dashboard 2022/23 Financial Year



Surplus (-) / Deficit (+) £000s

0

Overspend (+) Underspend (-)

HRA Income	Budget (LE) £000s	Projection £000s	Variance £000s	Change in Variance £000s
▲				
Dwelling Rents	-216,541	-214,523	2,018	0
Non Dwelling Rents	-3,306	-3,238	68	0
Service Charges	-9,335	-9,017	318	150
Internal Income	-10,359	-9,479	880	220
Grants	-21,644	-21,593	51	4
External Income	-1,598	-2,590	-992	-992
Total	-262,784	-260,441	2,342	-618

HRA Expenditure	Budget (LE) £000s	Projection £000s	Variance £000s	Change in Variance £000s
▲				
Disrepair Provision	2,400	4,400	2,000	400
Repairs to Dwellings	46,795	48,183	1,388	30
Employees	31,448	30,883	-564	12
Premises	9,729	11,608	1,879	-20
Supplies and Services	3,744	3,620	-125	26
PFI Unitary Charge	10,953	10,953	0	0
Transport	298	298	0	0
Internal Services	45,230	43,584	-1,646	0
BITMO Management Fee	3,235	3,235	0	0
Provision for Doubtful Debts	1,136	1,593	457	0
Capital Charges	45,942	44,356	-1,586	0
Contribution to Capital Programme	62,543	60,143	-2,400	0
Total	263,453	262,856	-597	447

Surplus (-) / Deficit (+)	Budget (LE) £000s	Projection £000s	Variance £000s	Change in Variance £000s
▼				
Net Position	669	2,415	1,746	-171
Appropriation: Sinking Funds	-412	-412	0	0
Appropriation: Reserves	-257	-2,003	-1,746	0
Total	0	0	0	-171

Financial Dashboard 2022/23 Financial Year

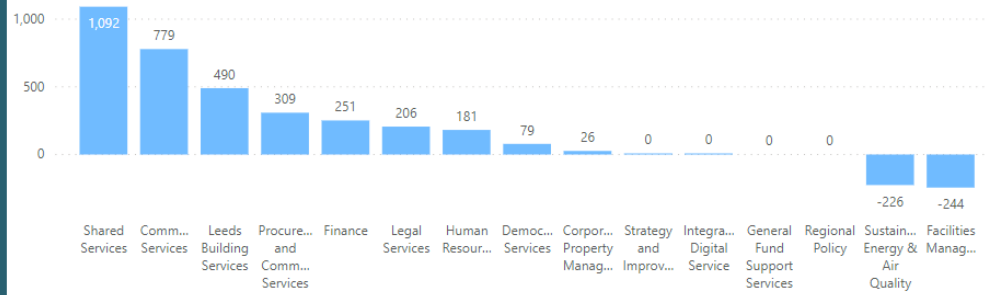


Budget Variation £000s

2,943

Overspend (+) / Underspend (-)

Forecast Year End Variance - £000s



Expenditure Type	Budget (LE) £000s	Projection £000s	Variance £000s
Employees	159,911	164,074	4,162
Premises	15,475	15,315	-160
Supplies and Services	53,441	52,979	-462
Transport	20,289	20,255	-33
Internal Charges	4,355	4,350	-5
Third Party Payments	28	28	0
Transfer Payments	61	61	0
Capital		0	0
Transfer to/from Reserves	-90	-190	-100
Internal Income	-154,521	-151,019	3,502
External Income	-17,095	-21,056	-3,962
Total	81,854	84,798	2,943

Directorate	Change in Variance £000s
Resources	172
Total	172

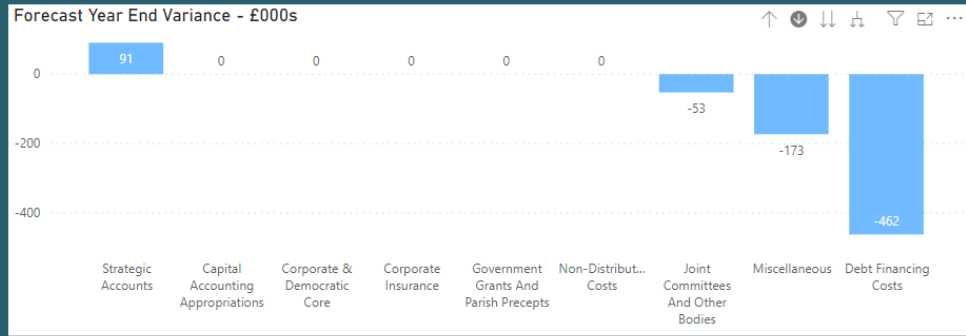
Financial Dashboard 2022/23 Financial Year



Budget Variation £000s

-598

Overspend (+) / Underspend (-)

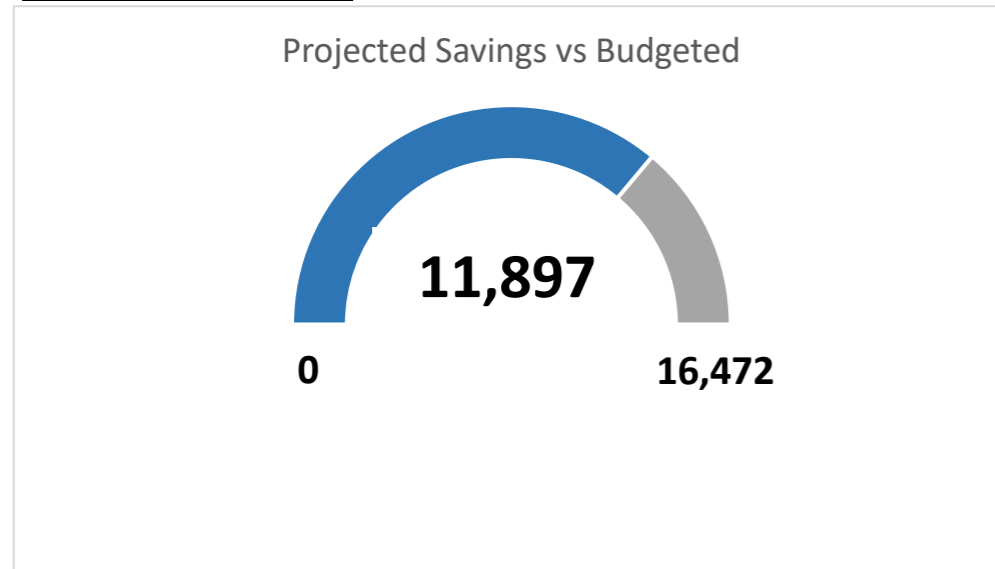


Expenditure Type	Budget (LE) £000s	Projection £000s	Variance £000s
Employees	4,736	4,560	-176
Premises		2,273	2,273
Supplies and Services	7,782	9,061	1,279
Internal Charges	4,285	4,243	-41
Third Party Payments	37,091	37,039	-53
Transfer Payments	928	928	0
Capital	79,820	79,764	-56
Transfer to/from Reserves	-34,800	-36,182	-1,382
Internal Income	-42,174	-43,814	-1,640
External Income	-63,780	-64,581	-801
Total	-6,112	-6,709	-598

Directorate	Change in Variance £000s
Strategic and Central Accounts	-4,673
Total	-4,673

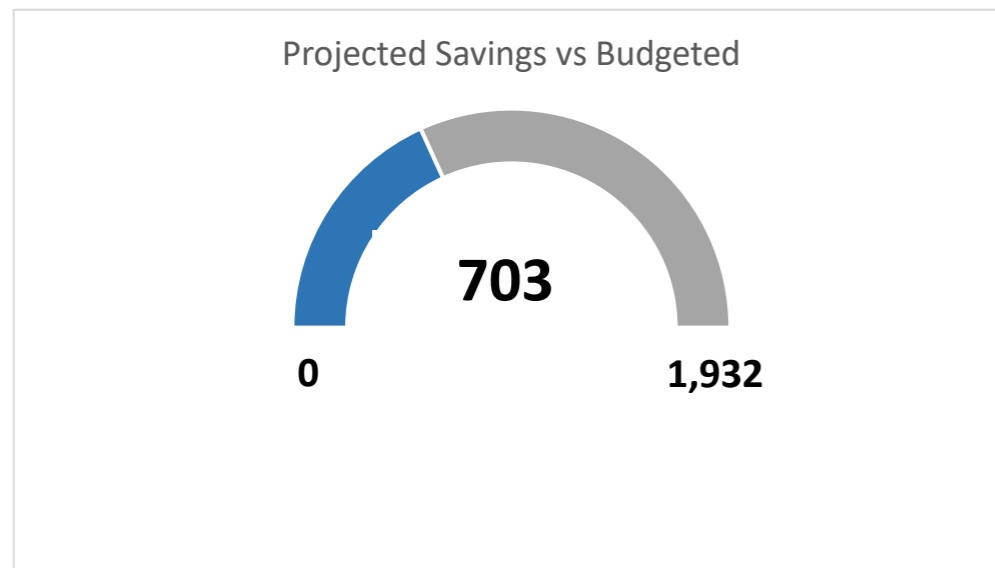
2022/23 BUDGET ACTION PLANS

October (Month 7)



LEEDS CITY COUNCIL - SUMMARY

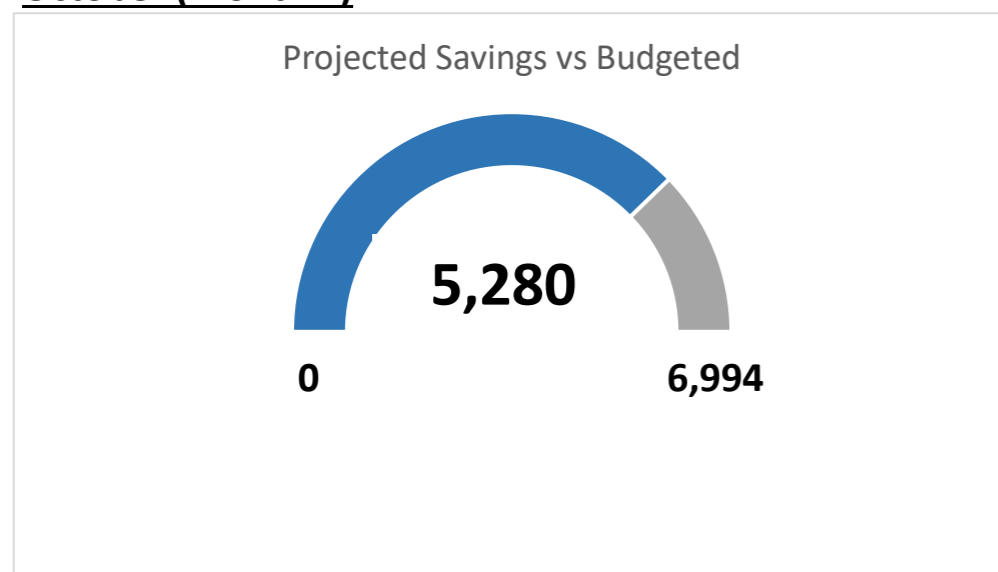
RAG Status	Budgeted Savings £'000s	Year End Projected Savings £'000s	Shortfall/ (Surplus) £'000s
Savings achieved	3,319	3,319	0
On track, no issues	6,649	6,649	0
Some risk	2,203	1,064	1,139
High risk	4,301	865	3,436
Cancelled	0	0	0
Total	16,472	11,897	4,575



LEEDS CITY COUNCIL - Other Savings Measures

RAG Status	Budgeted Savings £'000s	Year End Projected Savings £'000s	Shortfall/ (Surplus) £'000s
Savings achieved	0	0	0
On track, no issues	633	633	0
Some risk	635	70	565
High risk	664	0	664
Cancelled	0	0	0
Total	1,932	703	1,229

October (Month 7)



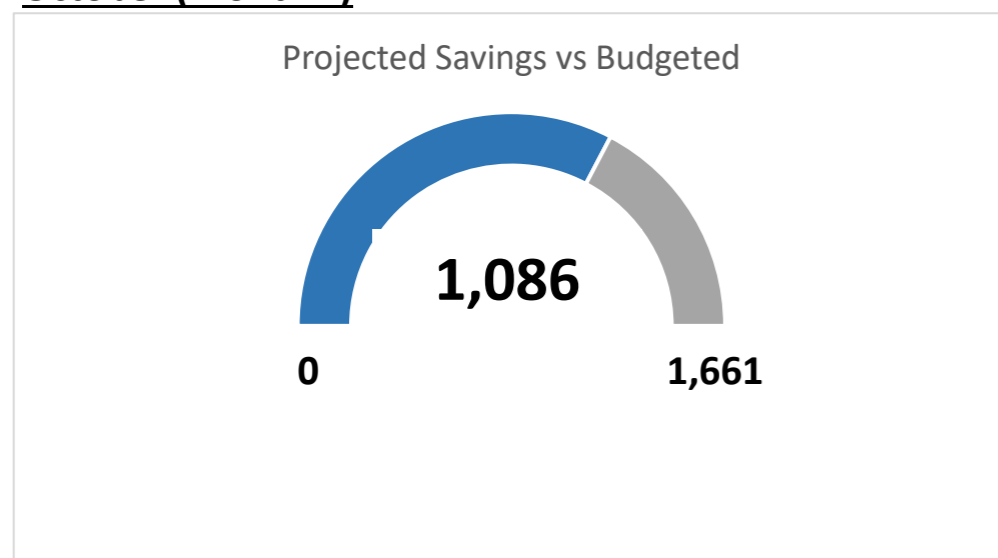
ADULTS & HEALTH - SUMMARY

RAG Status	Budgeted Savings £'000s	Year End Projected Savings £'000s	Shortfall/ (Surplus) £'000s
Savings achieved	3,319	3,319	0
On track, no issues	1,120	1,120	0
Some risk	1,365	341	1,024
High risk	1,190	500	690
Cancelled	0	0	0
Total	6,994	5,280	1,714

Amber & Red Risk Areas

Budgeted savings / Other savings measures	Service Review / Business as Usual	Savings title	Accountable Chief Officer	Latest	Budgeted £'000s	Projected £'000s	Projected Shortfall / (Surplus) £'000s	Including mitigating actions for Reds & Ambers
Budgeted savings	BAU	Enhance awareness/desirability of in-house provision to encourage attendance and reduce external procurement (against fixed running cost)	Shona McFarlane	High risk	190	0	190	Not expected to be achieved in 22/23
Budgeted savings	BAU	Improved collection of financially assessed client income	John Crowther	High risk	1,000	500	500	Additional income target linked to EB report re 2:1 and MAC charges. Phase 1 letters sent out to Clients end of May 2022. Actions are to take place in the second half of the year which should generate income and bring BAP on line. £0.5m of the £1m expected in 22/23 with full amount in 23/24.
Budgeted savings	SR	Strategic Review of Adult Social Work:	Shona McFarlane	Some risk	1,365	341	1,024	7-month slippage in the implementation of the social work review for the Front Line and Assessment Teams. Governance process now cleared and posts set up on the SAP system. Staff recruitment is ongoing which is affecting assessments. Depending upon recruitment times, savings may therefore decrease, beyond the shortfall already reported.

October (Month 7)



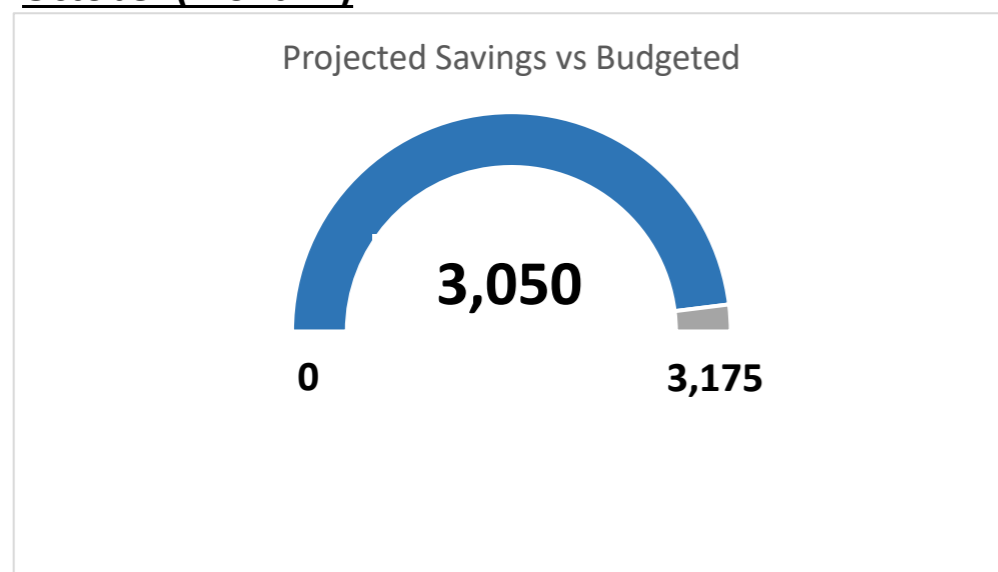
CHILDREN & FAMILIES - SUMMARY

RAG Status	Budgeted Savings £'000s	Year End Projected Savings £'000s	Shortfall/ (Surplus) £'000s
Savings achieved	0	0	0
On track, no issues	1,086	1,086	0
Some risk	0	0	0
High risk	575	0	575
Cancelled	0	0	0
Total	1,661	1,086	575

Amber & Red Risk Areas

Budgeted savings / Other savings measures	Service Review / Business as Usual	Savings title	Accountable Chief Officer	Latest	Budgeted £'000s	Projected £'000s	Projected Shortfall / (Surplus) £'000s	Including mitigating actions for Reds & Ambers
Budgeted savings	CF SR 22-24	Diversifying children's residential provision	Ruth Terry	High risk	295	0	295	Children and Families are currently reviewing the delivery plans and identifying actions required to deliver savings.
Budgeted savings	CF BAU 22-24	Passenger Transport	Tim Pouncey	High risk	200	0	200	The actions associated with this saving have been completed. However demand and inflation have exceeded original expectations, leading to an overall overspend on the transport budget. Actions to mitigate the overspend are detailed in the report.
Budgeted savings	CF BAU 22-24	Passenger transport-continuation from 21/22	Tim Pouncey	High risk	80	0	80	The actions associated with this saving have been completed. However demand and inflation have exceeded original expectations, leading to an overall overspend on the transport budget. Actions to mitigate the overspend are detailed in the report.

October (Month 7)

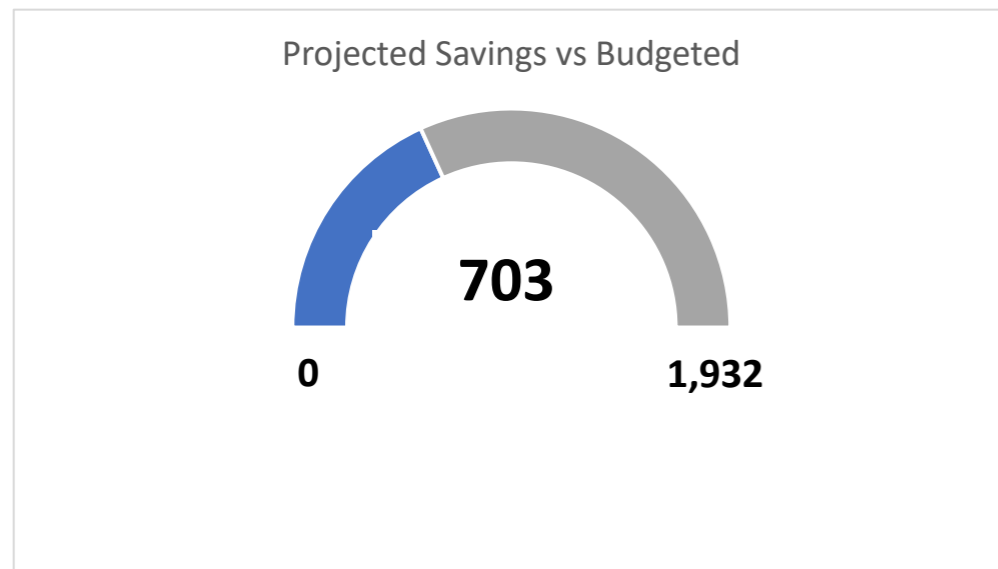


CITY DEVELOPMENT - SUMMARY

RAG Status	Budgeted Savings £'000s	Year End Projected Savings £'000s	Shortfall/ (Surplus) £'000s
Savings achieved	0	0	0
On track, no issues	2,660	2,660	0
Some risk	275	275	0
High risk	240	115	125
Cancelled	0	0	0
Total	3,175	3,050	125

CITY DEVELOPMENT - Other Savings Measures

RAG Status	Budgeted Savings £'000s	Year End Projected Savings £'000s	Shortfall/ (Surplus) £'000s
Savings achieved	0	0	0
On track, no issues	633	633	0
Some risk	635	70	565
High risk	664	0	664
Cancelled	0	0	0
Total	1,932	703	1,229

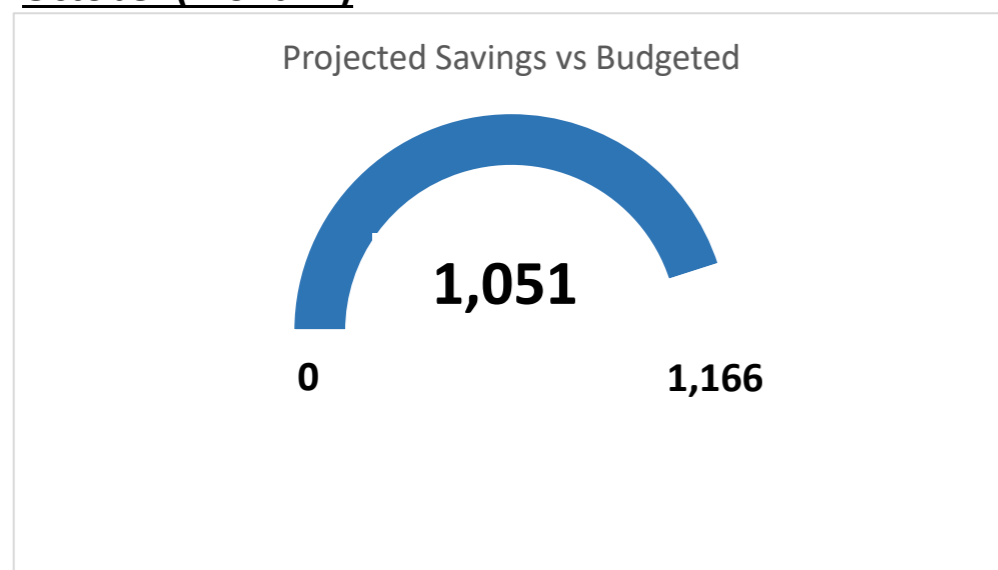


Amber & Red Risk Areas

Budgeted savings / Other savings measures	Service Review / Business as Usual	Savings title	Accountable Chief Officer	Latest	Budgeted £'000s	Projected £'000s	Projected Shortfall / (Surplus) £'000s	Including mitigating actions for Reds & Ambers
Budgeted savings	BAU	Active Leeds - Increase in swimming tuition income	Phil Evans	Some risk	150	150	0	Some risks regarding capacity but no shortfall currently anticipated
Budgeted savings	BAU	Active Leeds - Procurement savings	Phil Evans	Some risk	125	125	0	Subject to Insurance savings being identified by Procurement
Budgeted savings	BAU	Arts, Events, Venues - ticketing solution	Eve Roodhouse	High risk	80	55	25	Risks regarding achievement of required turnover but alternative savings identified to offset

Budgeted savings	SR	Leeds Museums & Galleries Invest to Save: Kirkstall Abbey Admissions (Non-Leeds Residents)	Eve Roodhouse	High risk	160	60	100	Admission income currently below anticipated level, to be closely monitored
Other savings measures	0	Estate Rationalisation	Angela Barnicle	Some risk	635	70	565	Plan to identify mitigating savings to be developed
Other savings measures	0	Strategic Investment Fund	Angela Barnicle	High risk	664	0	664	Plan to identify mitigating savings to be developed

October (Month 7)



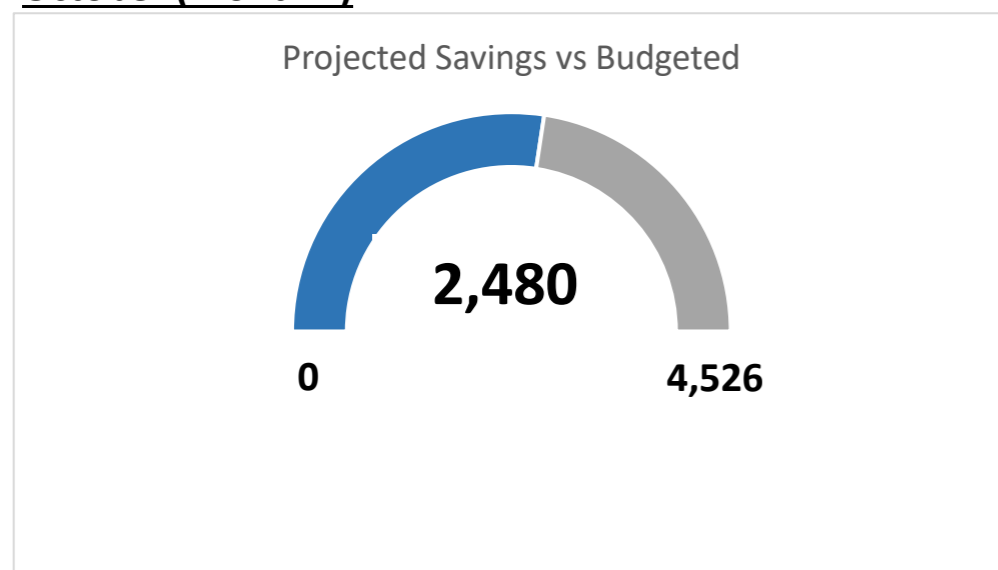
COMMUNITIES, HOUSING & ENVIRONMENT - SUMMARY

RAG Status	Budgeted Savings £'000s	Year End Projected Savings £'000s	Shortfall/ (Surplus) £'000s
Savings achieved	0	0	0
On track, no issues	988	988	0
Some risk	178	63	115
High risk	0	0	0
Cancelled	0	0	0
Total	1,166	1,051	115

Amber & Red Risk Areas

Budgeted savings / Other savings measures	Service Review / Business as Usual	Savings title	Accountable Chief Officer	Latest	Budgeted £'000s	Projected £'000s	Projected Shortfall / (Surplus) £'000s	Including mitigating actions for Reds & Ambers
Budgeted savings	BAU	Support for In Bloom	Sean Flesher	Some risk	31	10	21	Delayed implementation. Revised timescales to be confirmed.
Budgeted savings	BAU	Parks attractions income	Sean Flesher	Some risk	78	18	60	£12k Arium on track for floor expansion. Delay in Playbarn opening. Latest timescale for Playbarn is Feb 23.
Budgeted savings	BAU	Income - traded services & partner income-continuation	Sean Flesher	Some risk	41	30	11	Planning permission delayed.
Budgeted savings	SR	Efficiencies-continuation from 21/22	Sean Flesher	Some risk	28	5	23	Delays in camera infrastructure meaning 2 staff remaining in post. Saving anticipated in 23/24.

October (Month 7)



RESOURCES - SUMMARY

RAG Status	Budgeted Savings £'000s	Year End Projected Savings £'000s	Shortfall/ (Surplus) £'000s
Savings achieved	0	0	0
On track, no issues	1,845	1,845	0
Some risk	385	385	0
High risk	2,296	250	2,046
Cancelled	0	0	0
Total	4,526	2,480	2,046

Amber & Red Risk Areas

Budgeted savings / Other savings measures	Service Review / Business as Usual	Savings title	Accountable Chief Officer	Latest	Budgeted £'000s	Projected £'000s	Projected Shortfall / (Surplus) £'000s	Including mitigating actions for Reds & Ambers
Budgeted savings	BAU	BSC Shared Cost AVC	Mariana Paxton	Some risk	130	130	0	Whilst there is some risk in these areas due to the need for technical solutions, increased publicity for the schemes may mitigate the risk by the year end.
Budgeted savings	BAU	BSC Electrical Goods Salary Sacrifice.	Mariana Paxton	Some risk	100	100	0	Whilst there is some risk in these areas due to the need for technical solutions, increased publicity for the schemes may mitigate the risk by the year end.
Budgeted savings	BAU	BSC Shared Cost Additional Voluntary Contributions (AVC).	Mariana Paxton	Some risk	55	55	0	Whilst there is some risk in these areas due to the need for technical solutions, increased publicity for the schemes may mitigate the risk by the year end.
Budgeted savings	BAU	BSC Lease Car Salary Sacrifice.	Mariana Paxton	Some risk	100	100	0	Whilst there is some risk in these areas due to the need for technical solutions, increased publicity for the schemes may mitigate the risk by the year end.
Budgeted savings	SR	Procurement - 2022/23 allocations (23/24 + to follow)	Victoria Bradshaw	High risk	2,296	250	2,046	Whilst there may be some mitigating areas of additional unbudgeted income from the Revolving Investment Fund and the Social Value Fund, and the PACS service will continue to identify opportunities to increase income and reduce costs across the Directorate, the inflationary pressures experienced across a range of contracts since the setting of the budget mean that a pressure is likely in this area.

CHILDREN & FAMILIES SUMMARY

				2022/23 Savings / Income			
Savings title	Planned action / Description	Accountable Chief Officer	Budget Pressure P7 £'000s	Savings Target £'000s	Projected £'000s	Projected Shortfall / (Surplus) against savings target £'000s	RAG Rating
Semi Independent Living	<p>Ensure all young people are placed in provision that meets their needs.</p> <p>Identify 40 young people in Our Way Leeds (OWL) provision who are ready to move in to their own housing and take steps to move them on.</p> <p>Identify young people who can move on to OWLs provision and take appropriate steps to move them on.</p> <p>Identify young people with high-cost packages and review those packages with a view to reducing costs where appropriate.</p> <p>Work with the Housing Growth and Choice Board to support the development of alternative provision for our 16 plus young people ready for semi-independent and full independent living and away from costly unnecessary supported accommodation.</p> <p>New framework tender for providers not part of OWL.</p> <p>Consider joint funding opportunities from external partners.</p> <p>Consider an integrated commissioning approach with Adults and Health.</p> <p>Increase capacity in Children's Commissioning to undertake market management and market development activity.</p>	Ruth Terry	2,863	-500	-500	0	
CLA In House Carers	<p>Create a level 5 foster carer. Recruit 30 at this level over a three year period. Recruit 15 in the next 18 months.</p> <p>Develop a placement stability service to avoid and prevent placement breakdown.</p> <p>Support moves to Special Guardianship for long term carers.</p> <p>Increase numbers of internal foster carers.</p>	Ruth Terry	839	tbc	0		

CLA External Residential Placements	Regular review and scrutiny of high-cost packages. Consider resuming the joint council and health panel and use as a vehicle for scrutinising packages as well as the placement cost. Reunification - consider review of MST/FIT model. Joint work with Adults and Adults commissioning. Increase our internal estate by 8 new smaller homes. Develop an emergency support and accommodation provision for young people with the most complex needs who we are unable to place externally.	Ruth Terry	820	-300	0		
Independent Fostering Agency (IFA) Placements	Increase numbers of inhouse foster carers by 200 over the next three years. We have proposed an increase in maintenance, fee and extended policy payments which will further enhance our ability to recruit carers as maximise placements in house.	Ruth Terry	323	tbc	0		
Foster Carer Fee Uplift	Whilst we can't mitigate the cost increases, delivering these will mean that we are better able to maximise children in our care which will impact on the external costs associated with IFA. We have had an indication from our fostering community that many would considered third children but for the difference in payment levels which we have recommended for increase.	Ruth Terry	2,055	tbc	0		
Little Owls Nurseries	Identifying opportunities for a consolidation of sites in close proximity to each other and reviewing provision in areas of least need and where there have been long term challenges with financial sustainability.	Vicky Fuggles	1,378	tbc	0		
Transport	Review how mainstream school bus costs and income from swimming transport are shared between the council and WYCA. Independent Travel Training - train more young people in receipt of transport assistance to use public transport. Also aim to generate more income from other LAs through 'train the trainer' courses. Consult with parents whose children are in receipt of transport assistance to understand if they would prefer a Personal Transport Allowance. Investigate IT options to improve on the current reporting and scheduling system.	Tim Pouncey	3,037	tbc	0		
Children & Families Remaining Overspend at P7			1,966				
			13,281	-800	-500	0	
Savings still to find				12,481			