



CABINET

2 JUNE 2021

REPORT OF THE DIRECTOR OF FINANCE & CORPORATE SERVICES

Matter for Decision

Wards Affected – All Wards

REVENUE OUTTURN AND RESERVES POSITION STATEMENT 2020/21

1. Purpose of the Report

- 1.1. The purpose of this report is to inform members and seek their approval of the Council's General Fund Revenue Outturn and Reserves position for the 2020/21 financial year.
- 1.2. Members should note that the information set out in this report has been incorporated into the Council's Statement of Accounts for 2020/21 and will be forwarded to the external Auditor for review. It is expected that the Auditor's work will be completed by the end of July 2021. Any changes required that impact on the accounts and reserves will be reported separately to members in due course.

1.3. Executive Summary

2020/21 has been an extraordinary year in terms of managing the impacts of Covid19, supporting the health service and residents through providing a Test Trace and Protect and vaccination support, protecting vulnerable people, maintaining critical services, providing additional payments to businesses, families, and individuals and for many staff by working digitally from home. The Council has also received extra ordinary financial support from the Welsh Government much of which was confirmed in the last quarter of the financial year. This has

impacted favourably on schools and the Council's closing financial position.

The Council's Net Budget for 2020/21 was £304.082m. The Actual Net Expenditure, or Outturn position for the Council, shows a net under spend of £720k.

The opening balance on the General Reserve was £19.921m. Following the net underspend and other reserve movements set out in this report, the closing balance at 31st March 2021 will increase by £115k to £20.036m.

The opening balance on Specific Reserves was £38.261m and following the reserve movements, set out in this report, final balances at 31st March 2021 increase to £58.105m. Delegated Schools Reserves have increased by £7.85m and other Council Specific Reserves by £12m.

Members will also note that the Council received Covid Grant funding of £83.3m in year of which £50.3m has been paid out to support businesses and individuals in the County Borough.

A separate report will be prepared for Members consideration setting out proposals for Covid Recovery investment.

2. Service Outturn Position 2020/21

- 2.1. On the 6th March 2020, Council approved the Budget for 2020/21. The Net Budget Requirement was confirmed as £304.082m of which £257.033m was provided for Directorate Managed Services with the remaining £47.049m made available for other budgets including Precepts (the main one being the Fire Authority), Capital Financing, Council Tax Support and a Budget Contingency.
- 2.2. Cabinet received a bi-monthly Budget Monitoring Report setting out the latest projected outturn position against the Budget. The most recent report, for the period ended 31st January 2021, was presented to and approved by Cabinet on 8th March 2021, which showed a projected underspend of £1.190m.
- 2.3. The Covid-19 pandemic significantly impacted on the work of the Council resulting in the development of new services and new

ways of working. This included the development of the Safe and Well Service to support vulnerable people and those that needed to shield, Track Trace and Protect (TTP) service to support and keep people safe from Covid-19, Joint Enforcement Team to ensure compliance with the new legislation and rules, payments of financial support grants to businesses, payments to families entitled to free school meals, people on low earnings/benefits that were advised to self-isolate, payment to care workers etc. Office based staff worked from home or were seconded to some of the above mentioned roles.

- 2.4. The following table shows that the Council was reimbursed by the Welsh Government Hardship Fund £24.2m for increased costs and loss of income. The Council also administered schemes on behalf of the Welsh Government to pay grants to businesses and individual recipients totalling £50.268m. The total amount of financial support from the Welsh Government and Health Service received by the Council in 2020/21 to fund our activities and support our communities and businesses total £83.5m. Members should note that a substantial number of grant announcements were confirmed during the last few months of 2020/21 i.e. since the beginning of January 2021. The receipt of these Covid19 related and general grants has enabled additional contributions to specific reserves to be set out in this report.

<u>Summary of COVID funding received 2020/21</u>	£'000
Hardship Fund	
Reimbursement of additional expenditure	14,553
Reimbursement for loss of income	9,648
Total	24,201
Other WG Funding	
Digital Transformation	1,170
Savings Strategies contribution	1,170
Council Tax Support increased costs	604
Council Tax grant	727
Council Tax administration & court costs	153
Circular Economy	153
Administration of Covid Grants	432

<u>Summary of COVID funding received 2020/21</u>	£'000
Total	4,409
Health Service Reimbursements	
TTP Service costs	1,935
Field Hospital	2,481
Total	4,416
WG Covid Grants paid out	
Grants paid to Businesses	47,660
Carer Payments	2,002
Social Care - Sick Pay Scheme	279
Self Isolation Payments Scheme	247
Flood Grants paid to Skewen Residents	80
Total	50,268
Grand Total	83,294

- 2.5. The initial outturn position, incorporating amendments to the budgeted reserve transfers, shows an under spend of £5.004m against Directorate Services, largely due to the additional funding received from Welsh Government. In addition further underspends on central budgets increases the overall Council underspend to £5.865m - (see also Appendix 1), and summarised below:

	Original Budget £'000	Revised Budget £'000	Outturn Position £'000	Variance £'000
Education, Leisure & Lifelong Learning	116,019	116,358	115,333	(1,025)
Social Services Health & Housing	83,281	83,561	79,925	(3,636)
Environment	39,525	39,984	40,079	95
Corporate Services	18,208	18,406	17,968	(438)
Net Directorate Services	257,033	258,309	253,305	(5,004)
Other	47,049	45,773	44,912	(861)
Net Position	304,082	304,082	298,217	(5,865)

The amendments to the budgeted reserve movements are outlined in Appendix 3.

Explanations of the main budget variances contributing to this position are included in Appendix 2.

3. Specific Reserves 2020/21

3.1. As in previous years the outturn position has been prepared based on a range of contributions to/from reserves which have been made in accordance with the following principles.

- The schedule of interim specific reserve balances projected as at 31st March 2021 was agreed by Council on 9th March 2021 as part of the 2020/21 Revised Budget deliberations.
- Where Neath Port Talbot is the lead authority for managing Joint Services the appropriate movement in reserves have been actioned as such funds are managed by the wider partnership.
- The final reserve balances will be further reviewed following audit and as part of the annual budget process during 2021/22.

3.2. Outlined below is a summary of the additional amounts transferred to/from (-) specific and general reserves to meet identified future cost pressures. Full details of these reserve movements are included at Appendix 4.

Directorate	£'000
Education, Leisure and Lifelong Learning	539
Social Services Health and Housing	1,966
Environment	292
Corporate Services	348
Sub-total to Specific Reserves	3,145
Transfer to DARE Reserve	2,000
Net underspend to General Reserves	720
Total additional reserve transfers	5,865

3.3. The Total Specific Reserves position is summarised as follows:

	£'000
Opening Balance 1 st April 2020	Cr 38,261
Net reserve movements (Appendix 3)	Cr 14,700
	<hr/> Cr 52,961
Additional Reserve Transfers (Appendix 4)	Cr 5,144
Closing Balance as at 31st March 2021	<hr/> Cr 58,105 <hr/>

Full details of Specific Reserve balances are given in Appendix 5.

3.4. The following provides an explanation as to some of the specific Reserves:

- School Reserves (£7.382m) – Delegated School Budget must be carried forward in accordance with current legislative requirements. As at 31 March 2020 the cumulative Delegated School Reserves were overdrawn with a large number of schools with deficits and recovery plans in place. Following reimbursement of £2.237m from the Hardship Fund for increased costs and loss of income, together with cost savings plus additional grants announced mainly in March 2021 totalling £4.993m (re building maintenance, additional learning needs, and support for learners facing disruption), this has significantly improved the 31 March 2021 position by £7.848m. Members should note that some of these funds will be utilised to provide additional learning support to children in the next financial/academic year.

There remains some schools with a deficit reserve balance. All schools in a deficit reserve position are required to develop a recovery plan that balances the budget over three years. The recovery plans are signed off by the Director of Education and Lifelong Learning, the Head Teacher and Chair of Governors and reviewed on an annual basis. Schools are required to provide the Authority with details on how they intend to utilise their reserves.

- ERVR Reserve – The costs of staff leaving during 2020/21 was £629k with £500k funded from the base budget and the balance of £129k being funded from the ERVR Reserve. The closing balance on the ERVR reserve is £4.408m.

- Insurance Reserve – The reserve has reduced by £653k and the closing balance on the reserve is £5.999m.
- Treasury Management Reserve – This reserve has increased by £1.262m to £8.902m to assist with funding City Deal project expenditure.
- Member Community Development Fund – the opening balance on the reserve was £390k and an additional £300k was transferred to the reserve for use in future years. Expenditure of £29k was incurred in year and the closing balance on the reserve is £662k.
- Social Services Reserves have increased by £3m to £4.6m. Since the 9 March Budget Monitoring Report the position for social services has further improved resulting in an increased budget underspend meaning that additional reserve contributions are possible. This includes confirmation of the loss of income funding of £511k re quarter 4 for Hillside, previously disallowed funding of £489k for children placement and Trem y Mor, £500k specific grants re Integrated Care Fund, Winter Pressures and Discharge to Recover and Asses grant. In addition additional income and reduced costs totalling £451k occurred in the Elderly Services Budget.

4. General Reserve 2020/21

4.1. The General Reserve position is as follows:-

	£'000
Opening Balance 1 st April 2020	(19,921)
Budgeted Movements	1,266
Additional transfers to /from reserve	(661)
2020/21 Net underspend	(720)
Closing Balance 31st March 2021	<u>(20,036)</u>

The 2021/22 Budget Report on 9 March 2021 projected the estimated balance at year end would be £19.845m. This balance at £20.036m is £191k higher.

Full details of the movement in the General Reserve are shown in Appendix 6.

The above-mentioned General Reserve and Specific Reserves balances are provisional as they are subject to confirmation following external audit of the Statement of Accounts due to be finalised late July 2021.

5. Integrated Impact Assessment

A first stage impact assessment has been undertaken to assist the Council in discharging its legislative duties (under the Equality Act 2010, the Welsh Language Standards (No 1) Regulations 2015, the Well-being of Future Generations (Wales) Act 2015 and the Environment (Wales) Act 2016). See Appendix 7.

The first stage assessment has indicated that a more in depth assessment is not required.

6. Valleys Communities Impacts

No implications.

7. Workforce Impacts

The report identifies that several staff have chosen to leave the authority under the ERVR scheme.

8. Legal Impacts

There are no specific legal implications arising from this report. There is a statutory accounting requirement for balances and reserves to be processed in line with Accounting Code of Practice. The Authority's Statement of Accounts are subject to external audit by the Audit Wales.

9. Risk Management Impact

The transfers to reserves are proposed to meet anticipated future cost pressures.

10. Consultation

There is no requirement for external consultation on this item

11. Recommendations

It is recommended that members having regard for the integrated impact assessment:

- 11.1 Note the 2020/21 financial outturn position as set out in this report
- 11.2 Approve the additional transfers to and from reserves as detailed in Appendices 3 and 4 resulting in the final Specific Reserves balances as set out in Appendix 5 and General Reserves set out in Appendix 6.
- 11.3 Commission a report setting out available funds and proposals for Covid Recovery investment.

12. Reason for Proposed Decision

To finalise the Council's General Fund Revenue Outturn and Reserves position for the 2020/21 financial year.

13. Implementation of Decision

The decision is proposed for immediate implementation, subject to the consent of the relevant Scrutiny Chair (and is therefore not subject to the call-in procedure).

14. Appendices

- Appendix 1 – Revenue Outturn Summary 2020/21
- Appendix 2 – Variances
- Appendix 3 – Adjustment to budgeted reserves
- Appendix 4 – Additional Reserve Movements
- Appendix 5 – Specific Reserves Schedule
- Appendix 6 – General Reserve Statement
- Appendix 7 – Integrated Impact Assessment (stage 1)

15. List of Background Papers

Outturn Working Papers 2020/21

16. Officer Contact

For further information on this report item, please contact:

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REVENUE OUTTURN SUMMARY 2020/21

	Original Budget	Revised Budget	Adj Actual Expend	Variance	Reserve Requests	Final Actual Expend
	£'000	£'000	£'000	£'000	£'000	£'000
ELLL - Schools	90,137	90,137	90,137	0		90,137
ELLL - Other	25,882	26,221	25,196	-1,025	539	25,735
Social Services Health & Housing	83,281	83,561	79,925	-3,636	1,966	81,891
Environment	39,525	39,984	40,079	95	292	40,371
Corporate Services	18,208	18,406	17,968	-438	348	18,316
Directly Controlled Expenditure	257,033	258,309	253,305	-5,004	3,145	256,450
Swansea Bay Port	47	47	47	0		47
Fire Authority	7,890	7,890	7,890	0		7,890
Margam Crematorium	1	1	1	0		1
Archives	96	96	96	0		96
Magistrates Court	12	12	11	-1		11
Capital Financing	19,282	19,282	19,282	0		19,282
Housing Benefits	0	0	-239	-239		-239
Council Tax Support	18,748	18,748	18,599	-149		18,599
Management of change	500	500	500	0		500
Contingency	823	529	642	113		642
Pay & Pensions Provision	1,300	318	0	-318		0
Cont to DARE Reserve					2,000	2,000
Cont to General Reserve	-1,650	-1,650	-1,650	0	720	-930
Net Budget Requirement	304,082	304,082	298,484	-5,598	5,865	304,349
RSG	-177,353	-177,353	-181,702	-4,349		-181,702
NNDR	-49,409	-49,409	-45,060	4,349		-45,060
Discretionary Rate Relief	387	387	120	-267		120
Council Tax	-77,707	-77,707	-77,707	0		-77,707
Total Funding	-304,082	-304,082	-304,349	-267	0	-304,349

NB all figures are rounded to nearest £1,000.

Variances

Service Area	Value	Reason/Action
School meals	Ov 55	The overspend is mainly due to the cost of ESFM payments made w/c 14th December which were not funded by Welsh Government, as the decision to close schools in that week was a local decision.
Music service	Ov 54	The overspend is due to expenditure incurred re the WG music grant awarded in 2019/20 for expenditure over a 2 year period. A contribution from reserves is proposed to fund these costs.
Cleaning	Un 76	Savings on vacant posts and cleaning materials as stock has been limited and difficult to procure during COVID. A transfer to reserve of £20k is proposed to fund the replenishment of stocks in 21/22.
Out of county Special Education Placements	Un 146	Savings on external placements.
Pension and early retirement	Un 91	Reduction in charges from Swansea Council Pension Scheme
Home to school transport	Un 244	Savings due to school closures, routes that were not running were paid 75% of the contract value.
School Contingencies	Un 37	A contribution of £700k has been provided to Alderman Davies Church in Wales Primary School to fund additional employment and investigation costs due to staff suspensions.
Education psychology service	Un 50	Salary costs for the month of March were offset against ALN COVID grant received by the LA for expenditure between 18th February and 31st March
Support for learning	Un 106	Various eligible costs incurred between 18th Feb and 31st March were funded from the ALN COVID grant
Behaviour support	Un 98	Various eligible costs incurred between 18th Feb and 31st March were funded from the ALN COVID grant

Variances

Service Area	Value	Reason/Action
Children and communities	Un 106	Vacant post and additional grant funding received.
Post 16 transport	Un 70	Savings due to school/college closures, routes that were not running were paid 75% of contract value.
Libraries	Un 57	Vacant posts not filled within the year due to vacancy management while libraries remained closed due to COVID 19
Margam Park	Un 76	Additional filming income of £40k
External leisure contract	Ov 191	The overspend includes £150k for purchase of assets together with costs incurred procuring the new leisure contract including consultant and legal fees
Day Care	Un 66	The underspend is due to savings on staff costs funded by the Integrated Care Fund (ICF) Multi Agency Placement Support service (MAPSS) project, in the integrated family support service
Internal Fostering Service	Un 168	The underspend is largely due to savings on staff costs (£127k) due to maternity leave and a vacant post following ER/VR, savings on car allowances and foster carer travel expenses (£107k), and savings on the leaving care discretionary budget (£105k). However, the savings are partly offset by an increase in the number of special guardianship orders (SGO) paid (£207k).
Adoption Service	Ov 84	The refund received from the regional service was less than expected, due to an increase in the cost of the regional service, and a change in the NPT share of adoption placements.
External Foster Placements	Un 108	The underspend is due to receipt of additional levy rebate (£59k) from providers in respect of external placements procured and administered via RCT council, and receipt of WG advocacy funding

Variances

Service Area	Value	Reason/Action
Youth Offending Service	Un 71	The underspend is due to additional income received.
Child & Family Management	Un 106	The underspend is due to savings on staff costs
Community Care Social Work	Un 342	The underspend is due to savings on staff costs and additional grant income
Business Support Services	Un 286	The underspend is due to savings on staff costs and additional grant income
Residential Care	Un 630	An additional provision of £414k was included in the budget for 2020/21 to meet anticipated additional demand for placements. The underspend has arisen as occupancy levels at homes reduced significantly during the pandemic and additional grant support provided by WG.
Domiciliary Care	Un 268	The underspend is due to additional client contributions received
Community Resource Team	Un 256	The underspend is due to savings on staff costs being funded by grants
Physical & sensory disabilities - External Placements	Un 54	The increase in demand has been less than anticipated due to the pandemic
Learning Disabilities - External Placements	Un 905	An additional £1m was included in the budget for increase in demand, however the demand has been less than anticipated due to the pandemic.
Community Independence Service	Un 115	The team have been operating a reduced service during the pandemic and the underspend is due to grant income being used to fund a post, and savings on weekend and overtime costs.

Variances

Service Area	Value	Reason/Action
Transport	Un 191	Savings on transport have arisen due to the closure of many day services due to the pandemic.
Mental Health - External Provision	Un 98	The underspend is due to placements starting later than anticipated
Parking Strategy	Ov 199	The overspend is due to loss of income from car parking which was only partly funded by Welsh Government. Also £34k of the increase is due to an introduction of a new car parking system.
Waste Disposal	Ov 84	The overspend is due to increased waste volume and contractual changes at civic sites resulting in increased costs.
Asset and Energy Management	Un 50	The underspend is due to delays in undertaking activities planned for 20/21. A transfer to reserves is proposed to fund activity in 21/22.
Catering	Ov 52	The coffee shops have been closed all year resulting in a loss of income.
Streetcare Support	Ov 127	The overspend is due to the additional costs of PPE purchased during the year.
Planning Development Control	Un 101	Additional income generated in the last few months of the year for which a reserve transfer has been requested.
Pollution Control	Un 60	The underspend is due to a reduction in expenditure during the year.
Industrial Workshops	Ov 66	The overspend is due to the local decision to provide rent free periods awarded in year not covered by the WG Hardship fund
Council Tax	Ov 131	The overspend is due to a reduction in Liability Order Receipt income due to COVID
Legal Services	Un 84	Additional property services income; staff vacancies

Variances

Service Area	Value	Reason/Action
Legal Childcare Services	Un 97	Staff vacancies
Elections Admin	Un 78	Staff vacancies
Scrutiny Services	Un 61	Staff vacancies
Democratic Services	Un 54	Vacant councillor post and other cost savings
One Stop Shop/ Customer Services	Ov 75	Additional overtime/staffing to cover sickness; consultancy costs to review CCTV Business case

Adjustment to Budgeted Reserves Movements

Service Area	Reserve Movement	Reason
ERVR Llan	Out 2,484	Contribution from the ERVR Primary Reserve required to fund the actual cost of early retirement incurred during 20/21.
Margam Discovery Centre	Out 50,000	The Field Study Council were unable to make the planned contribution to the Margam Discovery Centre - Building Maintenance Reserve due to a shortfall in income during the pandemic.
Child & Family Management	In 16,107	Transfer Western Bay Safeguarding Board surplus partner contributions to the WB Safeguarding Board Reserve
Day Opportunities - Employment & Training	In 3,921	Transfer committed funds for purchase of equipment to the Homecare ECM Equipment Reserve for use in 2021/22
Transport Management	In 554,925	The planned transfer from the Vehicle Renewals Reserve was not required in full and needs to be transferred back to the reserve to fund future renewals
Transport Management	In 47,000	The planned transfer from the Vehicle Tracking Reserve is not required
Refuse collection	In 67,000	Transfer underspend due to late announcement of additional grant funding from WG to Environment Equalisation Reserve.
Asset & Energy Management	In 4,762	Transfer income generated from feeding tariffs to the Renewable Energy Reserve
Building Maintenance	In 45,000	Transfer underspend due to delays completing service and testing in 20/21, to the Environment Equalisation Reserve to fund works which will be carried out in 21/22
Non Operational Land	In 25,281	Transfer funding received in relation to Harbour Court to the Environment Equalisation Reserve to fund future costs

Adjustment to Budgeted Reserves Movements

Service Area	Reserve Movement	Reason
Metal Box	In 44,418	Transfer underspend to the Metal Box Reserve to fund future expenditure
Local Development Plan	In 16,000	Transfer underspend to the Local Development Plan Reserve to fund future year costs
Planning Policy	In 50,000	Transfer underspend to the Local Development Plan Reserve
Workways Regional Team	In 61,869	Transfer underspend to the Workways Regional Reserve
Workways NPT	In 21,531	Transfer underspend of NPT match funding requirement re Workways to the Environment Equalisation Reserve for use in 2021/22
Workways NPT	In 93,227	Transfer underspend to Workways NPT Reserve
European Unit	In 5,000	Transfer underspend to the Environment Equalisation Reserve to fund future costs
Digital Services	In 295,466	Planned contribution from the IT Renewals Reserve not required due to savings achieved by the service
Community Council Grant Scheme	Out 3,250	Additional grants awarded during 20/21 funded from General Reserve
Members Community Fund	In 171,490	Planned contribution from Member Community Fund Reserve not required in full
Management of change	In 89,391	Planned contribution from ERVR Reserve not required in full
Council tax surplus	In 464,088	C Tax collection was better than anticipated - transfer surplus to General Reserve
Contingency	In 200,000	Planned contribution from the General Reserve to fund the bad debt provision is not required

Adjustment to Budgeted Reserves Movements

Service Area	Reserve Movement	Reason
Contingency	In 1,170,000	Transfer funding received from WG to the Digital Reserve to fund ongoing digital transformation
Contingency	In 170,000	Transfer to Corporate Equalisation reserve to fund MHR project & recruitment costs in 21/22
Contingency	In 570,000	Transfer to Income Generation Reserve to fund future year priorities
Contingency	In 2,500,000	Transfer to Corporate Contingency to fund future year priorities
Insurance fund	Out 652,584	Contribution from the Insurance Reserve to fund additional costs incurred in-year.

Additional Reserve Movement Requests

Service Area	Reserve Movement	Reason
Music Services	Out 54,000	Utilise funding received from WG and transferred to the Education Equalisation Reserve in 2020 to fund the music service.
Cleaning	In 20,000	Transfer underspend to the Education Equalisation Reserve to fund the replenishment of stocks in 21/22, which were depleted during the pandemic.
School specific contingencies	In 35,000	Transfer underspend to the Education Equalisation Reserve to fund anticipated pressures in 21/22
Additional learning needs	In 48,000	The Digitalisation of ALN Records Project has been delayed due to COVID, transfer funding to the Education Equalisation Reserve to fund expenditure in 21/22
Behaviour support	In 415,000	Underspend arising due to additional grant funding from WG, transfer to Education Equalisation Reserve to fund additional ALN work.
Margam Park	In 75,000	Transfer underspend to Education Equalisation Reserve to fund the reinstatement works at the Orangery after being used as a vaccination centre.
Internal Fostering Service	In 168,000	Establish a Children's Residential Placements Reserve, to fund the cost of delays in stepping down placements or a surge in unexpected placements
External Foster Placements	In 108,000	Transfer the underspend to the Children's Residential Placement Reserve - to fund any unexpected surge in demand

Additional Reserve Movement Requests

Service Area	Reserve Movement	Reason
Youth Offending Service	In 14,500	Transfer to Youth Offending Service Reserve to fund IT Equipment in 21/22, grant income received which displaced current expenditure
Social services	In 157,000	Top up of Hillside Reserve
Elderly - Residential Care	In 368,000	Transfer to the Social Services Equalisation Reserve to mitigate any surge in demand in 21/22 and potential COVID costs once WG funding ends
Elderly - Domiciliary Care	In 200,000	Transfer to Community Care Transformation Reserve to fund an increase in 21/22 costs
Learning Disabilities - External Placements	In 700,000	Establish a new SSHH IT equipment reserve to replace IT equipment and telephony over next few years
Learning Disabilities - External Placements	In 250,000	Transfer to Community Care Transformation Reserve to equalise placement costs.
Highways Maintenance	In 37,000	Transfer to ENVT Equalisation Reserve to fund temporary post in 21/22
Transport Support	In 20,000	Transfer underspend to the ENVT Equalisation Reserve to fund staff training for electrical car maintenance
Asset and Energy	In 50,000	Transfer underspend to ENVT Equalisation Reserve to fund work that was delayed during 20/21 to be carried out in 21/22.
Planning Development Control	In 100,000	Transfer additional planning income generated at the end of the financial year to the ENVT Equalisation Reserve to update IT and fund a temporary post in 2021/22
Environmental Health Mgmt. & Support, Trading Standards and Pollution control	In 85,000	Transfer additional income generated to create a new Air Quality Monitoring Reserve to fund air quality monitoring equipment and set up costs

Additional Reserve Movement Requests

Service Area	Reserve Movement	Reason
Accountancy - Technical	In 10,000	Transfer underspend to Corporate Equalisation Reserve to fund new touchtone payment system costs
Legal services	In 75,000	Transfer underspend to the Corporate Equalisation Reserve to fund maternity cover and legal system cost
PR & Media	In 20,000	Transfer underspend to Building Capacity Reserve to fund additional communication costs in 21/22
Elections	In 80,000	Contribution to Elections Reserve towards cost of future years elections
Democratic Services	In 53,000	Contribution to Members Development Fund for IT, training etc. for members after election in May 2022
Substance Misuse	Out 5,928	Contribution from the Joint Substance Misuse Area Planning Board Reserve to fund additional costs incurred during 20/21
Digital Services	In 40,000	Transfer underspend to IT Renewals Reserve to fund additional agency cover in 21/22
HR	In 10,000	Transfer underspend to Corporate Equalization Reserve to fund HR staff training
HR Training	In 10,000	Transfer underspend to Corporate Equalisation Reserve to fund Wellbeing training
Emergency Planning	In 35,000	Transfer to Corporate Equalisation Reserve to fund increased employee costs in 2021/22
Third Sector Grants	In 20,500	Transfer underspend into Voluntary Organisation Reserve
DARE Reserve	In 2,000,000	Create DARE Reserve to fund de-carbonisation projects

Specific Reserves

Description	Reserve at 1st April 2020	Updated Budgeted movements	Interim Balance at 31st March 2021	Additional Requests	Final Balance at 31st March 2021
EDUCATION, LEISURE & LIFELONG LEARNING					
<i>Delegated Schools Cash Reserves</i>					
ERVR Primary	Cr7,963	2,038	Cr5,925	0	Cr5,925
Primary Schools Reserves	Cr635,988	Cr3,736,677	Cr4,372,665	0	Cr4,372,665
Secondary Schools Reserves	Cr109,197	Cr1,939,389	Cr2,048,586	0	Cr2,048,586
Special Schools Reserves	305,383	Cr659,748	Cr354,365	0	Cr354,365
Middle School Reserves	1,074,154	Cr1,513,858	Cr439,704	0	Cr439,704
Repair & Maintenance Reserve	Cr161,160	0	Cr161,160	0	Cr161,160
	465,228	Cr7,847,633	Cr7,382,406	0	Cr7,382,406
<i>Education, Leisure and Lifelong Learning</i>					
Margam Discovery Centre - Building Maintenance Reserve	Cr47,774	0	Cr47,774	0	Cr47,774
Equalisation Account - Education	Cr1,372,620	18,620	Cr1,354,000	Cr539,000	Cr1,893,000
Home to School Transport	Cr111,070	0	Cr111,070	0	Cr111,070
	Cr1,531,464	18,620	Cr1,512,844	Cr539,000	Cr2,051,844
Total Education Leisure & Lifelong Learning	Cr1,066,236	Cr7,829,013	Cr8,895,250	Cr539,000	Cr9,434,250
SOCIAL SERVICES, HEALTH & HOUSING					
Homecare ECM Equipment Reserve	Cr72,835	Cr13,921	Cr86,756	0	Cr86,756
Community Care Transformation Reserve	Cr107,771	102,210	Cr5,561	Cr450,000	Cr455,561
Social Services Equalisation	Cr939,904	Cr692,210	Cr1,632,114	Cr368,000	Cr2,000,114
Hillside General Reserve	Cr273,663	0	Cr273,663	Cr157,000	Cr430,663
Youth Offending Service Reserve	Cr153,397	0	Cr153,397	Cr14,500	Cr167,897
Adoption Service	Cr100,000	Cr400,000	Cr500,000	0	Cr500,000

Specific Reserves					
Description	Reserve at 1st April 2020	Updated Budgeted movements	Interim Balance at 31st March 2021	Additional Requests	Final Balance at 31st March 2021
Children Residential Placements	0	0	0	Cr276,000	Cr276,000
SSHH IT Renewals Fund	0	0	0	Cr700,000	Cr700,000
Total Social Services, Health and Housing	Cr1,647,570	Cr1,003,921	Cr2,651,491	Cr1,965,500	Cr4,616,991
ENVIRONMENT					
Transport Reserve	Cr151,541	0	Cr151,541	0	Cr151,541
Asset Recovery Incentive Scheme	Cr125,894	0	Cr125,894	0	Cr125,894
Local Development Plan	Cr181,072	Cr109,000	Cr290,072	0	Cr290,072
Winter Maintenance Reserve	Cr754,162	10,000	Cr744,162	0	Cr744,162
Baglan Bay Innovation Centre - Dilapidation Reserve	Cr77,517	0	Cr77,517	0	Cr77,517
Renewable Energy Reserve	Cr10,984	Cr4,762	Cr15,746	0	Cr15,746
Environmental Health - Housing Equalisation	Cr137,000	0	Cr137,000	0	Cr137,000
Workways - NPT	Cr159,264	Cr93,227	Cr252,491	0	Cr252,491
Environment Equalisation Reserve	Cr715,100	159,013	Cr556,087	Cr207,000	Cr763,087
Metal Box Reserve	0	Cr356,418	Cr356,418	0	Cr356,418
Air Quality Monitoring Reserve	0	0	0	Cr85,000	Cr85,000
Operating Account - Equalisation	Cr36,043	0	Cr36,043	0	Cr36,043
Vehicle Tracking	Cr92,186	0	Cr92,186	0	Cr92,186
Vehicle Renewals	Cr1,905,852	Cr415,383	Cr2,321,235	0	Cr2,321,235
Total Environment	Cr4,346,615	Cr809,777	Cr5,156,392	Cr292,000	Cr5,448,392
CORPORATE SERVICES					
Elections Equalisation Fund	Cr240,139	Cr15,000	Cr255,139	Cr80,000	Cr335,139
Health & Safety/Occupational Health	Cr40,501	0	Cr40,501	0	Cr40,501

Specific Reserves					
Description	Reserve at 1st April 2020	Updated Budgeted movements	Interim Balance at 31st March 2021	Additional Requests	Final Balance at 31st March 2021
Development Fund for Modernisation	Cr115,032	0	Cr115,032	Cr53,000	Cr168,032
IT Renewals Fund	Cr843,394	Cr50,000	Cr893,394	Cr40,000	Cr933,394
Corporate Equalisation Reserve	Cr535,236	78,000	Cr457,236	Cr140,000	Cr597,236
Building Capacity	Cr197,295	0	Cr197,295	0	Cr197,295
Voluntary Organisations Reserve	Cr12,800	0	Cr12,800	Cr20,500	Cr33,300
Total Finance and Corporate Services	Cr1,984,397	13,000	Cr1,971,397	Cr333,500	Cr2,304,897
COUNCIL RESERVES					
Insurance Reserve	Cr6,651,205	652,584	Cr5,998,621	0	Cr5,998,621
Swansea Bay City Deal	Cr112,786	0	Cr112,786	0	Cr112,786
Income Generation Reserve	Cr653,790	Cr466,462	Cr1,120,252	0	Cr1,120,252
Members Community Fund Reserve	Cr390,624	Cr271,490	Cr662,114	0	Cr662,114
Community Resilience Fund	Cr2,000,000	0	Cr2,000,000	0	Cr2,000,000
Housing Warranties Reserve	Cr220,000	0	Cr220,000	0	Cr220,000
Pantteg Landslip Reserve	Cr500,000	0	Cr500,000	0	Cr500,000
Waste Reserve	Cr393,152	0	Cr393,152	0	Cr393,152
LAWDC Contingency Reserve	Cr1,012,431	Cr1,012	Cr1,013,444	0	Cr1,013,444
DARE Reserve	0	0	0	CR2,000,000	Cr2,000,000
Digital Transformation Reserve	0	CR1,170,000	CR1,170,000	0	CR1,170,000
Schools IT Equalisation (HWB)	Cr250,000	Cr150,000	Cr400,000	0	Cr400,000
Corporate Contingency	Cr2,269,000	Cr2,452,000	Cr4,721,000	Cr20,000	Cr4,741,000
Treasury Management Equalisation Reserve	Cr7,639,075	Cr1,262,728	Cr8,901,803	0	Cr8,901,803
ERVR Transitional Reserve	Cr4,536,494	128,971	Cr4,407,523	0	Cr4,407,523
Accommodation Strategy	Cr2,273,580	0	Cr2,273,580	0	Cr2,273,580
Total Council Reserves	Cr28,902,137	Cr4,992,138	Cr33,894,275	Cr2,020,000	Cr35,914,275

Specific Reserves					
Description	Reserve at 1st April 2020	Updated Budgeted movements	Interim Balance at 31st March 2021	Additional Requests	Final Balance at 31st March 2021
JOINT COMMITTEE					
Workways - Regional Reserve	Cr92,550	Cr61,869	Cr154,419	0	Cr154,419
Environment Legacy Reserve (SWTRA)	Cr59,728	0	Cr59,728	0	Cr59,728
Substance Misuse Area Planning Board	Cr40,775	0	Cr40,775	5,928	Cr34,847
Regional Safeguarding Board Reserve	Cr92,197	Cr16,107	Cr108,304	0	Cr108,304
Social Services - Intermediate Care Pooled Fund	Cr28,429	0	Cr28,429	0	Cr28,429
Total Joint Committee Reserves	Cr313,679	Cr77,976	Cr391,655	5,928	Cr385,727
TOTAL ALL REVENUE RESERVES	Cr38,260,635	Cr14,699,825	Cr52,960,460	Cr5,144,072	Cr58,104,532

General Reserve

	Original Estimate 2020/21	Updated Estimate 2020/21	Actual 2020/21	Variance 2020/21
	£'000	£'000	£'000	£'000
Opening balance 1st April	Cr 19,128	Cr 19,921	Cr 19,921	0
Council Tax increased income	Cr 1,300	Cr 1,300	Cr 1,764	Cr 464
Capital - Phase II Accommodation financing costs	170	170	170	0
Doubtful Debt Provision	200	200	0	Cr 200
Contributions to the Economic Development Fund	200	200	200	0
Community Councils Grant Scheme	25	46	49	3
Member Community Development Fund	300	300	300	0
Contribution to Revenue per Original Budget	1,650	1,650	1,650	0
Transfer from 2020/21 underspend			Cr 720	Cr 720
Closing balance 31st March 2021	Cr 17,883	Cr 18,655	Cr 20,036	Cr 1,381

Integrated Impact Assessment – Stage 1

1. Details of the initiative

<p>Initiative description and summary: Revenue Outturn and Reserves Position Statement. This annual report is required to comply with the Statutory Accounting Code of Practice to ensure that the Council's actual financial position for 2020/21 is completed with all Reserves and balances transferred into the relevant accounts, which will be subject to external audit.</p> <p>There are no policy implications that arise from this report which impact on service users, staff or the wider community, with all financial reserves and balances being carried forward into future years to support Council activities.</p>
<p>Service Area: Financial Services</p>
<p>Directorate: Finance & Corporate Services</p>

2. Does the initiative affect:

	Yes	No
Service users		No
Staff		No
Wider community		No
Internal administrative process only	Yes	

3. Does the initiative impact on people because of their:

	Yes	No	None/ Negligible	Don't Know	Impact H/M/L	Reasons for your decision (including evidence)/How might it impact?
Age		N				
Disability		N				
Gender Reassignment		N				
Marriage/Civil Partnership		N				
Pregnancy/Maternity		N				

Integrated Impact Assessment – Stage 1

Race		N				
Religion/Belief		N				
Sex		N				
Sexual orientation		N				

4. Does the initiative impact on:

	Yes	No	None/ Negligible	Don't know	Impact H/M/L	Reasons for your decision (including evidence used) / How might it impact?
People's opportunities to use the Welsh language		N				
Treating the Welsh language no less favourably than English		N				

5. Does the initiative impact on biodiversity:

	Yes	No	None/ Negligible	Don't know	Impact H/M/L	Reasons for your decision (including evidence) / How might it impact?
To maintain and enhance biodiversity		N				
To promote the resilience of ecosystems, i.e. supporting protection of the wider environment, such as		N				

Integrated Impact Assessment – Stage 1

air quality, flood alleviation, etc.						
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6. Does the initiative embrace the sustainable development principle (5 ways of working):

	Yes	No	Details
Long term - how the initiative supports the long term well-being of people	Y		The Council reserves will be available to support specific initiatives (from specific reserves) or the general activities of the Council in future years, hence supporting the sustainable development principle.
Integration - how the initiative impacts upon our wellbeing objectives		N	
Involvement - how people have been involved in developing the initiative		N	
Collaboration - how we have worked with other services/organisations to find shared sustainable solutions		N	
Prevention - how the initiative will prevent problems occurring or getting worse		N	

7. Declaration - based on above assessment (tick as appropriate):

Integrated Impact Assessment – Stage 1

A full impact assessment (second stage) is not required	Y
Reasons for this conclusion	
A full impact assessment is not required as this is an annual report is required to comply with statutory accounting requirements that close off the 2020/21 financial year and provide the appropriate balances and reserves to be made available in future years to underpin Council activities.	

A full impact assessment (second stage) is required	N
Reasons for this conclusion	

	Name	Position	Date
Completed by	SE Gorman	Chief Accountant	5/5/21
Signed off by	HJ Jenkins	Director of Finance & Corporate Services	10/5/21