Adults Services Portfolio – Summary

Performance Summary

1. The Portfolio has a number of performance highlights to report this quarter:

- Unprecedented demand at the 'front door' and increased acuity of need is being experienced across all locality teams throughout the county, something which is a national trend, 'as more people live to older ages, more of us are living with illness and disability, often with complex comorbidities and more challenges in managing everyday life' (Department for Health and Social Care Evidence review for adult social care reform: summary report – 1 December 2021). Yet in line with Our Council Plan outcome to 'provide support to people when they need it', even with this unprecedented demand at the 'front door', the County Council has achieved its target in respect of the percentage of contacts to adult social care that progress to a social care assessment; reflecting the impact of interventions throughout the customer journey to meet people's needs through information and advice as well as the provision of preventative services. Also meeting the target of adult social care assessments that result in a support plan by focussing review activity on new customers with eligible social care needs.

- However, staffing pressures in some parts of the service, exacerbated by the impact of the Omicron Covid-19 variant as well as a need to prioritise support to the NHS in respect of hospital discharges throughout the year, as well as the ability to react to the unprecedented demand at the 'front door', has impacted on the ability for the service to achieve other performance measures. This includes the percentage of users of adult services and their carers that are reviewed and/ or assessed in the last 12 months and the percentage of adults with a learning disability in paid employment. The latter is dependent on review activity so that the service can ascertain which customers are in paid employment or not. It is anticipated that the dedicated assessment work that has started to be carried out by social work teams across the county, will see performance improve in respect of these indicators that have not been achieved during 2021/22.

- The majority of other indicators have remained constant across the year and are expected to remain so, as we move into the next financial year.

Our Council Performance Measures

	Adults Services	2021/22 Target	Performance Over The Last 3 Periods			DoT	Performance Analysis	Actions
			Sep-21	Dec-21	Mar-22			
11	Percentage of contacts to adult social care that progress to a social care assessment Reporting Frequency: Quarterly	20-30%	20.2%	19.3%	18.1%	↗	Mar-22: As a result of workflow remapping to allow for accurate data collection, performance is now reflecting an accurate picture of the impact of interventions throughout the customer journey to meet people's needs through information and advice as well as provision of preventative services. This indicator is now within target.	Monitoring demand and complexity of need will continue as will working with health and voluntary and community sector partners, as part of the emerging Adult Social Care Strategy 2022-25 to look to address this national trend in West Sussex.
12	Percentage of adult social care assessments that result in a support plan Reporting Frequency: Quarterly	65-75%	77.2%	76.3%	74.8%	↘	Mar-22: Following changes to workflows and processes to allow for accurate data collection, performance has now improved and the target has been achieved.	The service will continue to monitor demand and capacity in respect of this measure.

	Adults Services	2021/22 Target	Performance Over The Last 3 Periods			DoT	Performance Analysis	Actions
13	Percentage of safeguarding concerns that become a Section 42 enquiry Reporting Frequency: Quarterly	37.0%	Sep-21	Dec-21	Mar-22		Mar-22: Performance against this measure has moved away from the target for the second half of the year, although it should be noted that it is not within the control of the County Council as to how many safeguarding concerns will be received over the year.	Safeguarding concerns are being raised and progressed using the correct pathway and referrals are closely monitored through audit so that officers are assured that the decision making continues to be robust. The pan Sussex Safeguarding Adult threshold guidance has now been published which supports consistent, timely and robust decisions.
			58.2%	62.8%	64.2%	↘		
14	Time to complete outstanding 'deprivation of liberty' cases Reporting Frequency: Quarterly	4.4 Months	Sep-21	Dec-21	Mar-22		Mar-22: Performance has stabilised in the second half of 2021/22 and aim is to maintain at this level moving into 2022/23.	Continued monitoring of performance to ensure the target continues to be met.
			2.9 Months	3.4 Months	3.4 Months	→		
36	Percentage of adults that did not receive long term support after a period of reablement support Reporting Frequency: Quarterly	85.5%	Mar-21	Jun-21	Sep-21		Dec-21: Data is not available for this quarter due to issues with data collection, following changes to workflows and processes. However, the service continues to be impacted by reduction in staffing levels due to covid, which has reduced capacity in the service. In addition the complexity of customers remains high. The service has also in this quarter provided service to non-reablement customers to support service failures in the domiciliary care market. These impacts are likely to have a negative impact on this performance indicator.	Contract management and oversight will continue throughout quarter 4, working with the provider in respect of performance mitigations that are within the control of the County Council.
			85.5%	85.4%	81.3%	↘		
37	Percentage of adults that purchase their service using a direct payment Reporting Frequency: Quarterly	27.4%	Sep-21	Dec-21	Mar-22		Mar-22: Performance is marginally above target, so intervention is not required at this stage. This continues to be monitored moving into 2022/23.	Continued monitoring of performance to ensure the target continues to be met.
			27.9%	28.5%	28.4%	↘		
38	Percentage of users of adult services and their carers that are reviewed and/or assessed in the last 12 months Reporting Frequency: Quarterly	73.2%	Sep-21	Dec-21	Mar-22		Mar-22: Due to unprecedented pressure related to demand for assessments, hospital discharge work and the impact of the Omicron variant, a decision was made by the directorates management team to suspend routine activity in November 2021 to reduce this pressure. This has caused performance to deteriorate in this quarter.	The suspension of review activity ceased at the beginning of March 2022 and a new review team has been established to manage reviews for older people moving into 2022/23. The main focus of this work is to embed a strength based approach and any financial savings will be used to meet the ongoing demands of the market and allow the department to manage financial pressures within the agreed budget envelope. Moving into 2022/23 the percentage of reviews undertaken within a 12 month period, should also improve. A plan is being developed to implement a similar approach for Life Long Services and Mental Health services.
			67.1%	63.4%	60.0%	↘		
39	The percentage of adults with a learning disability in paid employment Reporting Frequency: Quarterly	3.6%	Sep-21	Dec-21	Mar-22		Mar-22: Performance has improved throughout 2021/22, however this measure is dependent on case reviews/assessments within the last 12 months to record employment, which has not been undertaken due to overall capacity issues within the service during the year.	A project to focus on completing case reviews/assessments will be ongoing throughout 2022/23, which is expected to see a significant increase in performance over the coming year.
			0.4%	0.6%	1.1%	↗		
40	The percentage of adults in contact with secondary mental health services living independently with or without support Reporting Frequency: Quarterly, Reported a quarter in arrears.	71.0%	Jun-21	Sep-21	Dec-21		Mar-22: This is an NHS led measure and is dependent upon the number of patients open to the Sussex Partnership Foundation Trust Mental Health Trust, hence the variability of performance throughout the year. Current performance has increased and this trend is likely to increase as reviews are undertaken and outcomes are recorded through to year end.	Work is on-going in relation to promoting a strength based approach and reducing new admissions to residential care for customers with a mental illness.
			52.0%	67.0%	69.0%	↗		

	Adults Services	2021/22 Target	Performance Over The Last 3 Periods			DoT	Performance Analysis	Actions
			Sep-21	Dec-21	Mar-22			
44	Percentage of people affected by domestic violence and abuse who feel safe upon leaving the service Reporting Frequency: Quarterly	80.0%	89.1%	86.0%	91.3%	↗	Mar-22: Data is available for 23 of the 72 clients that exited from Services this quarter. Of those 23 clients, 21 agreed, or strongly agreed that they felt safe, 2 were not certain, 0 client disagreed/strongly disagreed. The overall % of clients that felt safe upon exiting the service was 91.3%, and 8.7% were uncertain.	To maximise data capture the following has been agreed:- • Early Help service manager with operational lead responsibility for the IDVA (Independent domestic violence advisor) service to speak to senior staff, reiterating the importance of full completion for dissemination to staff and teams. • Community Safety DSVA lead (domestic & sexual violence and abuse) to join IDVA service team meeting to discuss key performance indicator reporting and why a 'full picture' is required • Senior IDVA service staff have been upskilled in accessing the data capture forms to monitor recording compliance.

Finance Summary

Portfolio In Year Pressures and Mitigations

Pressures	(£m)	Mitigations and Underspending	(£m)	Year end budget variation (£m)
Covid-19 pandemic expenditure *(Covid-19 position is reported in Appendix 2)*	£2.947m	Covid-19 Grant – Assumed funding from Covid-19 grants and contributions (*Covid-19 position is reported in Appendix 2)*	(£2.947m)	
Older People – delays in delivering 2021/22 savings due to increased care costs and demand	£4.361m	Covid-19 Grant – Allocation of Contained Management Outbreak Fund (COMF) towards eligible costs within Older People and Learning Disability cohorts	(£11.291m)	
Older People – delays in delivering 2021/22 savings on non-residential customers with reduced care package	£0.360m	Covid-19 Grant – Use of Omicron Support Fund and the Workforce Recruitment and Retention Fund to manage market pressures	(£2.182m)	
Delays in delivering 2021/22 savings from the closure of Marjorie Cobby House and Shaw day care services. Delayed until April 2022	£0.890m	Use of external funding sources including Winter Pressures Grant and Improved Better Care Fund (iBCF) to manage market pressures	(£3.270m)	
Older People – under-utilisation of the Shaw contract and exceptional spending on short term residential placements	£6.862m	Underspending from the closure of in-house services during the pandemic	(£0.631m)	
Learning Disabilities– delays in delivery of savings 2020/21 & 2021/22	£2.827m	Underspending across a mix of services including the Domestic Abuse service	(£0.173m)	
Learning Disabilities – expenditure relating to residence dispute adjudication outcome against the County Council (including backdated costs)	£1.800m			
Learning Disabilities –changes in care packages for a small number of customers with complex care needs	£0.273m			
Adults Services Portfolio - Total	**£20.320m**		**(£20.494m)**	**(£0.174m)**

Significant Financial Issues and Risks Arising

Key Financial Issues and Risks Arising	Narrative	Cost Driver	Q1	Q2	Q3	Q4		Action	Trajectory
Older People's Care Budget	Key cost driver data influencing the trajectory of the Older People's care budget	No. of older people with a care package	4,681	4,694	4,670	4,505	↘	Customer numbers are below pre-Covid levels, having fallen by over 160 during the fourth quarter. Some of this reflects difficulties in obtaining care packages, so numbers may rise by more than would be expected in the first quarter of 2022/23. However, demand continues to represent less of a budget risk than care costs. These are being driven by market-related factors, especially shortages of care workers. At the end of quarter 4, the real terms rate of price increase was 3.95%, if the 1.75% inflationary uplift agreed for 2021/22 is excluded.	↗
		% increase in the average gross weekly cost of a care package for older people	3.0%	4.5%	5.7%	5.7%	↔		
		% increase in the average net weekly cost of a care package for older people	2.8%	4.1%	5.8%	5.8%	↔		

Financial Narrative on the Portfolio's Position

2. The 2021/22 outturn position for the Adults Services Portfolio budget is an underspending of £0.174m, however the underlying position is the product of £12.9m of overspending being met by £12.9m of additional funding contributions. It is an outcome which reflects the impact of Covid-19 and the influence it had on demand for adult social care and the provider market together with associated knock-on effects, notably in relation to delivery of savings targets. This enabled the County Council to use Covid-19 funding streams to manage the financial risk that otherwise would have existed. However, those sources are all time-limited, so they will not be available in 2022/23 should any of the pressures persist. Given the challenges currently facing providers it would be premature to assume that these will abate, especially when set in context of workforce shortages and rising inflation. Consequently, it is important to see the County Council's ability to deliver a balanced budget as being the result of circumstances because the financial risks facing adult social care have increased during the past year.

Key Explanations For The 2021/22 Outturn

3. **Older People - Demand**. Outwardly the level of demand was steady. Compared to March 2021, customer numbers rose by around 30, which is a lower level of increase than implied by population growth. The result is that the proportion of people aged over 80 with a care package has fallen from approximately 7.3% to 7.1%. At around 4,500, the total is now in the region of 200 fewer than the corresponding figure pre-pandemic.

4. That appearance of stability is misleading since it masks the increasing challenge that the County Council faced in obtaining care. Some of the reasons which contributed to this should prove time-limited, e.g., the needs of hospital discharge and the closure of care homes to new admissions because of Covid-19, whilst others will continue into the medium term. This has led to an imbalance of demand and supply developing in the market, which, in turn, has

led to growing waiting lists. As such the possibility of numbers rebounding at a future date cannot be discounted.

5. **Older People – Cost of Care.** Those same market-related factors have resulted in the cost of care rising sharply. The average cost of a care package now stands at approximately £505 per week, which is £27 per week more than in March 2021. That represents an annual rate of increase of 5.7%, which equates to a real terms pressure of almost 4% when discounted for the inflationary uplift of 1.75% agreed by the County Council for 2021/22. To put this in context, approximately £125m is spent on care costs through the older people's budget, so every 1% increase in the average price equates to a pressure of £1.25m. In financial terms this exceeded the benefit of the relative reduction in customer numbers by £0.6m as well as meaning that the £4.361m savings target for absorbing demand growth through demand management was not delivered because care could not be purchased at the price on which that plan had been predicated.

6. Among the explanations for the position is that fewer residential providers are accepting new placements at the County Council's usual maximum rates. Over 60% of admissions are now being made at an agreed price and it has become increasingly common for providers to be seeking payment of over £1,000 per week for fairly standard provision. If any encouragement can be drawn, it is that the rate of growth slowed during the last quarter. Whilst it is hoped that this is a sign that the market may be moving towards an equilibrium state, it remains the biggest unknown when trying to assess the implications of the outturn for the 2022/23 budget.

7. Exacerbating the situation, utilisation of the 590 beds that the County Council is contracted to purchase through the Shaw contract fell below 80% in some months. Whilst this was often due to homes being closed to new admissions due to the pandemic, there were occasions when the budget was paying for over 100 unoccupied Shaw beds plus the additional beds that needed to be bought in the market. The cost of doing this was around £4.7m, which took the total pressure relating to Shaw to £5.5m because the decision to close the day services provided under the contract, which was necessary to deliver a savings target of £0.750m, was not implemented until April 2022.

8. At the same time, fragilities within the domiciliary care market caused an additional £2.5m to be spent on short term residential placements to hold customers until suitable care could be sourced to enable them to return home. In different circumstances some of this spending would not have been value for money, but it was incurred as part of the response to the pandemic. This made it legitimate to charge against Covid-19 funding and uncommitted resources within the Winter Pressures Grant and the market fragility allocation in the Improved Better Care Fund. As a result, £5.0m of the £8.0m pressure bound up in these factors was externally funded, leaving £3.0m to be met by the County Council. When added to the £4.961m of overspending attributable to care costs, the level of the overspend on the older people's budget became £8.0m.

9. Through its budget strategy for 2022/23 the County Council has taken action to try and mitigate the risk that it faces, partly through specific savings plans, for example to increase occupancy of the Shaw contract, and partly through the resources it has provided to fund fee increases, which has resulted in uplifts of in excess of 10% being approved for some providers. This means that the older

people's budget enters 2022/23 with an underlying risk in the region of £4m, which will reduce further if those actions that are being taken are completely successful and if Covid becomes less of an influence on the market

10. **Learning Disabilities.** As a relatively static customer group, weekly expenditure on learning disabilities care costs was largely steady. Despite that for the County Council's share of the pooled budget, there was overspending of £4.9m. £2.8m of that amount relates to under delivery of savings. Again Covid-19 was the principal reason for this, since the personal contact on which many of those plans were dependent was not possible. In addition, where the release of savings was contingent on new services being commissioned the market became a limiting factor.

11. Compounding the position, adjudications were made against the County Council in four cases involving disputed residence. Since such decisions are backdated (one of which was to 2014) they resulted in payment of historic arrears as well as on-going care costs. In total these account for £1.8m of the overspending, though as circa £1.4m is bound up in the arrears this will be one-off in 2021/22 rather than spending that will recur. The remaining £0.3m is a consequence of changes in package costs following reassessments.

12. Plans have been laid in the budget for 2022/23 to replace the lost savings. Allowing for this, and discounting the one-off nature of the arrears payments, it follows that the Learning Disabilities budget moves into 2022/23 with a need to manage an underlying risk of around £0.7m, in addition to its savings targets

13. **Summary Position.** Between Older People and Learning Disabilities the aggregate overspend was £12.9m. Elsewhere across Adults Services there were a mix of mainly minor variations which were largely self-balancing. Due to the extent to which the causes are attributable to Covid-19, £11.3m of the overspend was charged against the County Council's Contained Outbreak Management Fund (COMF) allocation and £1.6m was met from the Improved Better Care Fund.

14. The level of the underlying risk which transfers into 2022/23 is in the region of £4.7m. When combined with existing savings targets that makes for a challenging outlook, even if the market returns to a settled state. This may mean that the Adults budget will continue to require temporary funding to enable it to be balanced in 2022/23. In that event, £14m is being carried forward through the Improved Better Care Fund, of which £7m is uncommitted and could be used to mitigate the effect of timing delays.

15. **Repurposing of Social Care Reform Reserve.** The reforms to adult social care that are scheduled to take place in October 2023 expose the County Council to significant financial risks. In part this is because of the additional expenditure that they will bring. There is also a possibility that the formula which Government will use to allocate funding will target insufficient resources towards local authorities in relatively wealthier areas of the country, since this is where the cost impact of the reforms will be greatest. To mitigate that risk, the Adult and Health Pressures and Recovery Reserve is to be repurposed as the Adult Social Care Reform Risk Reserve. This action is being taken as a pro-active measure and will mean that funding of £5m is available to manage adverse financial implications, particularly in relation to the one-off spending which will be incurred in 2023/24 from the surge in activity that is expected as

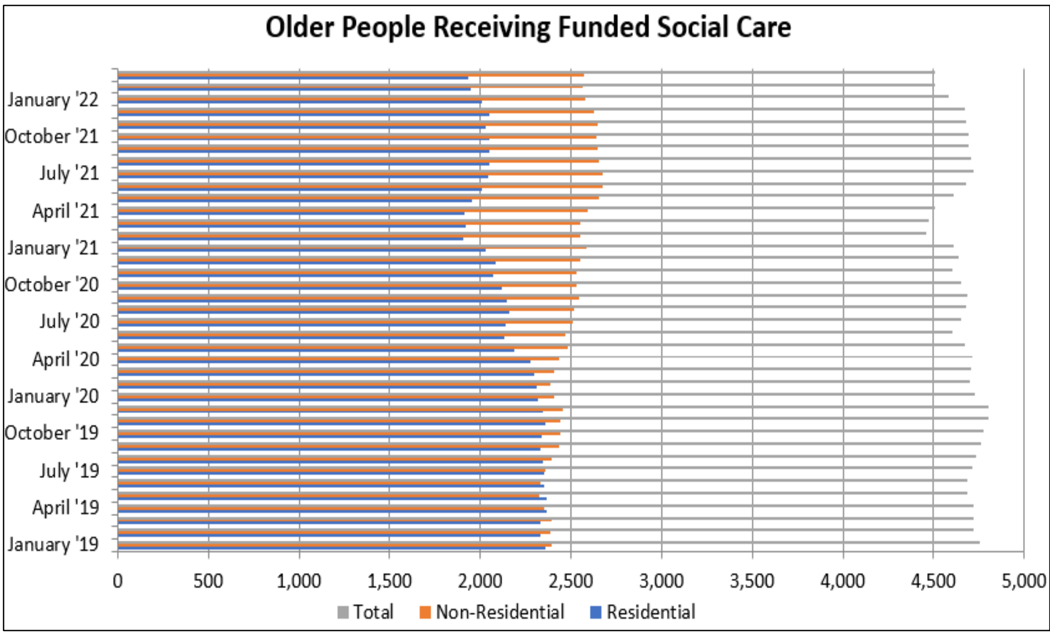
self-funders approach the County Council for an assessment so that they may benefit from the reforms. In addition, the reserve will support the County Council in managing any unforeseen market effects that may arise.

Proposed Carry Forward Requests

16. A number of carry forward requests have been actioned during the closing of the accounts, including the following item within the Adults Services Portfolio:

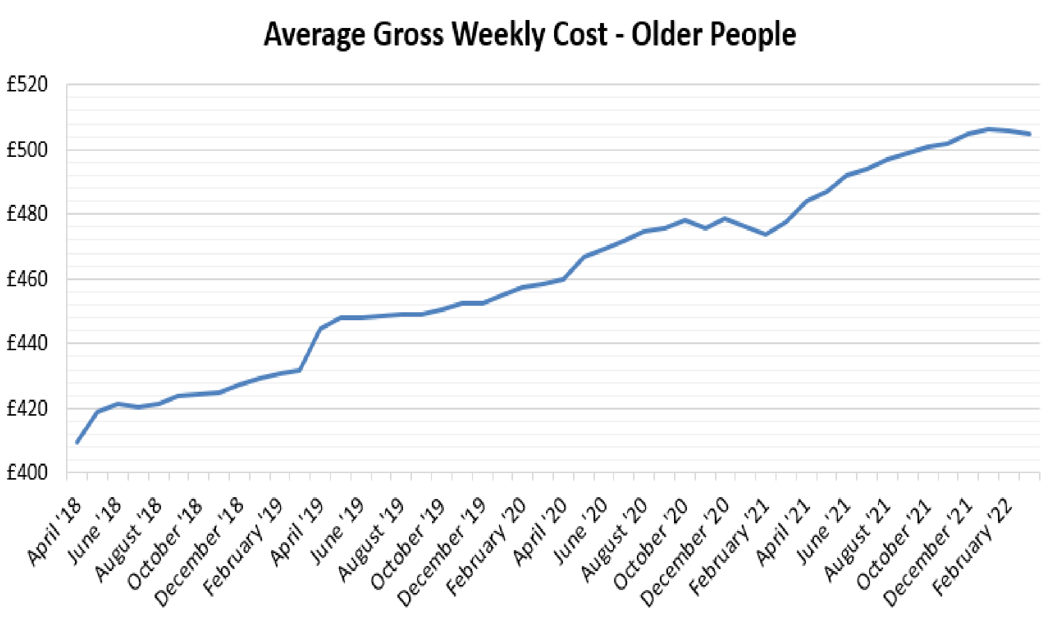
2021/22 Carry Forward Requests	Amount
Domestic Abuse Grant – A Decision (*AS03 21/22)* was taken in January 2022 which approved the Pan Sussex Domestic Abuse Accommodation and Support Strategy. Grant funding allocated to the County Council in 2021/22 has been carried forward to enable this work to be undertaken.	£1.498,174

Cost Driver Information



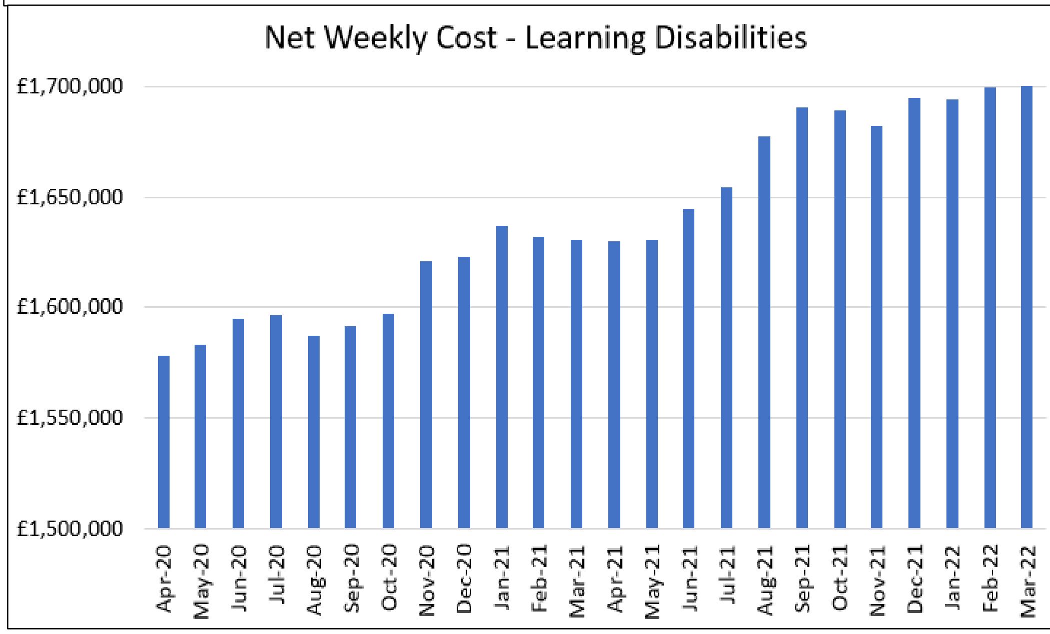
This graph shows the number of older people receiving funded social care and the type of care package.

As at March 2022, there are 4,500 customers receiving funded social care; around 200 fewer than the corresponding figure pre-pandemic.



This graph shows the average gross weekly cost of older people since April 2018.

The average cost of a package is 5.7% higher than at the end of March 2021, which represents real terms pressure of almost 4% when discounted for the inflationary uplift of 1.75% agreed by the County Council for 2021/22.



This graph shows the net weekly cost of learning disability care packages since April 2020.

Savings Delivery Update

17. The portfolio has a number of 2021/22 savings and one saving outstanding from the 2021/22 financial year. Details of these savings are included in the table below:

Saving Activity	2020/21 Savings £000	March 2022		Narrative	2022/23
Lifelong Services *(Learning Disabilities)*	1,900	800	G		G
		1,100	R Covid19	Plans have been revised as part of budget preparation for 2022/23. The same level of saving will be pursued but through a different set of initiatives.	A

Saving Activity	2021/22 Savings £000	March 2022		Narrative	2022/23
Review of in-house residential services *(Older People).*	**640**	**640**	**R**	A decision to close Marjorie Cobby House was made by Cabinet in November. This will result in the saving being delivered in full in 2022/23. The shortfall in 2021/22 was mitigated from savings within the in-house services budget, mainly as a result of day services being closed during the pandemic.	**G**
Review of Shaw day services *(Older People).*	**250**	**250**	**R**	A decision to close Shaw day services was made by Cabinet in November. This will enable the saving to be delivered in full in 2022/23.	**G**
Absorption of demand growth for adult social care from older people through demand management *(Older People).*	**4,361**	**4,361**	**R Covid19**	This is a saving which was planned to be delivered from the benefit of actions previously taken, e.g., the Home First contract. The impacts of Covid-19 and market-related factors overtook everything else, leading the older people's budget into a significant overspend in 2021/22. This made it impossible to evidence whether the saving had been achieved. Plans have been laid as part of budget preparation for 2022/23 to avoid this becoming a recurring pressure.	**A**
Non-residential customers to remain at home with reduced package *(Older People).*	**890**	**530**	**G**	Savings to date from the additional capacity available in the Reablement contract.	**G**
		360	**R**	Capacity constraints due to provider staff shortages led to fewer additional hours of reablement being delivered than the County Council had sought. When the decision to increase investment in the contract was made in February 2021, funding was earmarked from the Improved Better Care Fund to mitigate the risk of under-performance in 2021/22, so it did not result in overspending.	**A**
Increase supply and use of shared lives carers *(Learning Disabilities).*	**448**	**448**	**R Covid19**	Recruitment and training of additional shared lives carers has taken place. Although this did not enable any additional placements to be made before 31st March, it is expected that it will mean the saving is delivered in full in 2022/23.	**G**
Supported Living - transfer of customers from residential provision *(Learning Disabilities).*	**1,059**	**1,059**	**R Covid19**	Plans have been revised as part of budget preparation for 2022/23. The same level of saving will be pursued but through a different set of initiatives.	**A**
Increase number of customers supported by live-in care *(Learning Disabilities).*	**106**	**106**	**R Covid19**	Plans have been revised as part of budget preparation for 2022/23. The same level of saving will be pursued but through a different set of initiatives.	**A**
Reduce use of single person services for customers where shared services may be suitable *(Learning Disabilities).*	**114**	**114**	**R Covid19**	Plans have been revised as part of budget preparation for 2022/23. The same level of saving will be pursued but through a different set of initiatives.	**A**
Review of Agency Staffing	**108**	**108**	**B**		**B**

Savings Key:
R Significant Risk A At Risk G On Track B Delivered

Capital Programme

Performance Summary - Capital

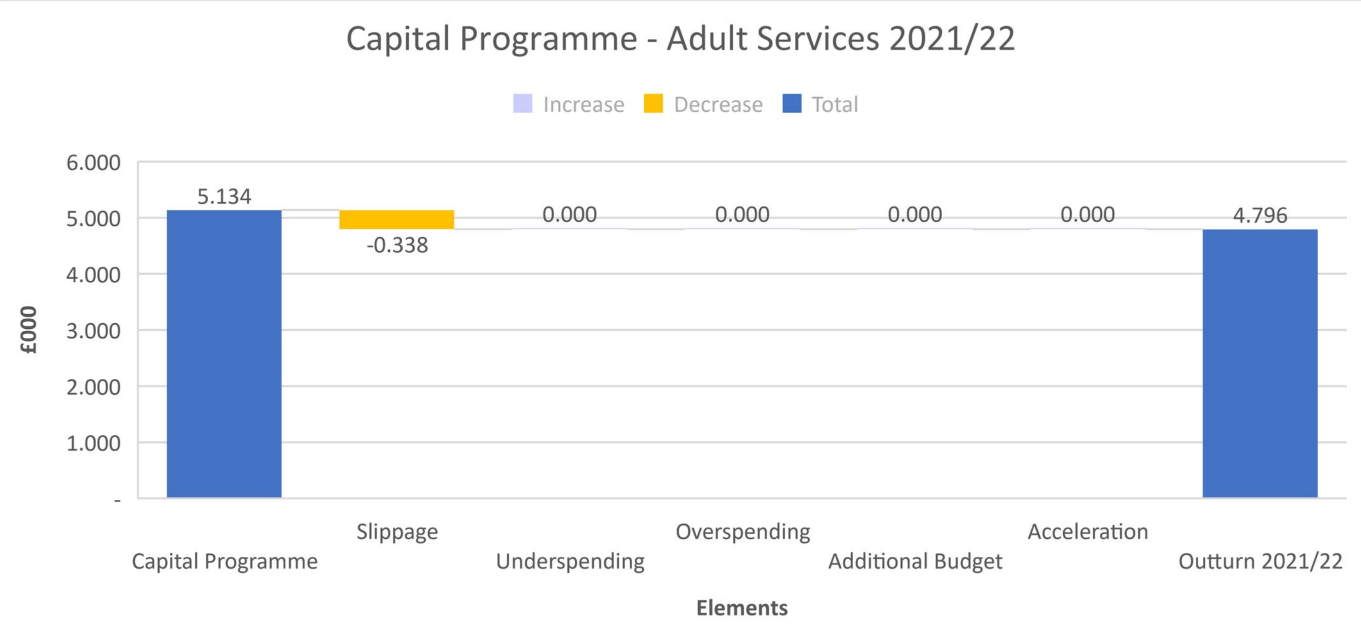
18. There are eight schemes within this portfolio; five of the schemes in delivery are rated green, indicating that the schemes are progressing as planned and three schemes are rated amber indicating that there is an issue, but that it can be dealt with by the project manager or project delivery team. An update on progress of schemes which are not rated green are detailed in the table below.

Scheme	RAG Status at 31st March	Reason	Latest RAG Status	Updated Position
Adults In-House Day Services Part B - Laurels	**AMBER**	Site completed and handed back to Service but close out works remain in progress.	**AMBER**	Project completed but some quality issues remain which are being managed as part of the aftercare process.
Adults In-House Day Services Part B – The Rowans	**AMBER**	Site completed and handed back to Service but close out works remain in progress	**AMBER**	Project completed but some quality issues remain which are being managed as part of the aftercare process.
Adults In-House Day Services Part B - Glebelands	**AMBER**	Site completed and handed back to Service but close out works remain in progress.	**AMBER**	Project completed but some quality issues remain which are being managed as part of the aftercare process.

Finance Summary - Capital

19. The capital programme; as approved by County Council in February 2021, agreed a programme totalling £2.039m for 2021/22. £3.095m of expenditure, originally profiled to spend in 2020/21, was slipped into 2021/22, revising the capital programme to £5.134m.

20. During the year, the Portfolio spent £4.796m, a reduction of £0.338m when compared to the profiled spend in December 2021.



Key:

Capital Programme – The revised planned expenditure for 2021/22 as at 1st April 2021.
Slippage – Funding which was planned to be spent in 2021/22 but has since been reprofiled into future years.
Underspending – Unused funding following the completion of projects.
Overspending - Projects that require further funding over and above the original approved budget.
Additional Budget – Additional external funding that has entered the capital programme for the first time.
Acceleration – Agreed funding which has been brought forward from future years.
Outturn 2021/22 – Total capital programme expenditure as at 31st March 2022.

21. Details of movements of the financial profiling within the capital programme between December and March are as follows:

- **Slippage: (-£0.338m). Movement since Q3 report: (-£0.338m).**

    - **Alinora Crescent – (-£0.020m)** – Small amount of slippage into 2022/23.

    - **Choices for the Future Part A – (-£0.187m) -** This project has completed. £0.187m has been reprofiled into 2022/23 whilst the final invoices are negotiated. It is likely there will be a small underspend that would be returned corporately.

    - **Choices for the Future Part B – (-£0.131m) –** This project is now complete with sites being handed back to the County Council. The contractor is completing the 'aftercare process' having agreed an extension of term to the contract.

22. The latest Capital Programme Budget Monitor is reported in **Appendix 4**.

Risk

23. The following table summarises the risks on the corporate risk register that would have a direct impact on the portfolio. Risks to other portfolios are specified within the respective appendices to this report.

Risk No.	Risk Description	Previous Quarter Score	Current Score
CR58	The care market is experiencing an unprecedented period of fragility, particularly due to staff shortages and increasing demand. This has been further exacerbated by Covid-19, including the mandatory requirement for care staff to have a vaccination; however, this also extends to WSCC staff requiring access to these facilities (i.e., Social Workers, Occupational Therapists), and contractors. If the current and future commercial/economic viability of providers is not identified and supported, there is a risk of **failure of social care provision** which will result in funded and self-funded residents of West Sussex left without suitable care.	25	25

24. Further details on all risks can be found in **Appendix 5** - Corporate Risk Register Summary.

Children and Young People Portfolio – Summary

Performance Summary

1. The Portfolio has a number of performance highlights to report this quarter:

- The most recent Ofsted Monitoring Visit took place on 30th and 31st March 2022. The improvement noted by Ofsted in the quality of the service and performance within Children Young People and Learning was positive overall and demonstrates that we are continuing with our recovery as planned.

- The Commissioner who provides an independent scrutiny and monitors the service performance, has conducted a full review of the evidence of progress during 2021. He submitted his latest report to the Secretary of State in January 2022. In acknowledgement of the improvements that have been made by the Council, his report recommended that the Government remove the statutory direction for a Children's Trust, allowing Children's Service to remain within West Sussex County Council. His report outlined the steps taken by the Leader of the Council and the wider Council to ensure that Children's Services is properly supported and resourced to maintain the pace of improvement. His recommendation has now been approved by the Secretary of State which has put a stop to a Trust arrangement. This is a significant milestone on our recovery.

- The children's social care service has now been redesigned and configured to implement the Family Safeguarding model (phase 1) which includes more focused assessment teams and dedicated family support workers. The new service models have moved away from being centre-based and becoming more integrated, flexible, and able to maximise impact out in the community to reach our most vulnerable children, young people, and families. Demand in terms of child protection and children in care plans has safely reduced and remains stable.

- We have created space for increased understanding of performance data and shared learning across the Portfolio, with a particular focus on ensuring our culture is inclusive and child centred. We have strengthened governance arrangements through our Performance Management Framework, to ensure that more effective management oversight and scrutiny of practice improvements for children and families are embedded and sustained. This has resulted in improved performance outcomes in key parts of the service. For example, review child protection conferences, children looked after reviews, personal education plans and review health assessments.

- Workforce development activity has been implemented. This has resulted in levels of service remaining strong and largely unaffected by Covid-19 absences during quarter four.

- The quality assurance and performance frameworks are now embedded and are assisting in driving best outcomes for children and families. This was endorsed by Ofsted during the recent monitoring visit.

- Work on the integration of electronic recording systems which is a major programme of activity for 2022/23 has moved forward as planned. The contract has been awarded with work commencing in April 2022.

Our Council Performance Measures

	Children & Young People	2021/22 Target	Sep-21	Dec-21	Mar-22	DoT	Performance Analysis	Actions
1	Percentage of re-referrals to Children's Social Care within 12 months of the previous referral Reporting Frequency: Quarterly	23.0%	29.6%	19.9%	23.0%	↘	Mar-22: Re-referrals have remained static and are within a range, which is not a concern. We have seen a significant rise in the number of referrals in March, which will again impact on our re-referral numbers.	There will always be a level of fluctuation within this area but will remain under scrutiny to ensure that if there are any significant increases that this will be reviewed, and any practice concerns addressed.
2	Percentage of Early Help Plans closed with outcomes met Reporting Frequency: Quarterly	72.0%	67.7%	68.1%	68.0%	↘	Mar-22: Lower than target but consistent with the levels achieved in the last 12 months.	Putting more focus on outcomes and closures and hopeful to see improvement on this target in the coming year.
7	Stability of children looked after placements – (3 or more placements during the year) - WSCC position in national stability index Reporting Frequency: Quarterly	10.0%	11.2%	9.8%	10.6%	↘	Mar-22: We have seen a small increase in this figure this month, though this has included three children who we have moved positively either back into West Sussex or into in-house provision.	The Entry to Care Panel is now established, and we have growing confidence that we are identifying the right placements for children.
8	Support for care leavers to achieve their aspirations – percentage of care-leavers aged 19-21 who are in Employment, Education or Training Reporting Frequency: Quarterly	64%	54%	53%	57%	↗	Mar-22: Positively this measure has shown some improvement consistent with this being a priority area for the service. Following work initiated in the Journey To Independence sub-group, we are now developing our joint working relationship with the Department for Work and Pensions (DWP), for example our young people can no longer be sanctioned without the Care Leavers service being spoken to- whilst not directly impacting on the EET figure this goes to show how we are trying to work across agencies and get the DWP to consider care leavers as a priority.	We have now agreed a new protocol between the DWP and the Care Leavers service which includes an increased coaching offer accessible to care leavers.
9	Positive outcomes on child protection in 12 months - percentage of Child Protection Plans that result in 'step-down' within 12 months Reporting Frequency: Quarterly	80.0%	66.4%	55.3%	70.0%	↗	Mar-22: We continue to see gradual improvement in this area but still requires a strong drive to improve.	The continued implementation of the Family Safeguarding approach, with its focus on trajectory planning with families, should support further improvement. Benchmarking with good and outstanding authorities will be taking place this year to sense check this target.

Finance Summary

Portfolio in Year Pressures and Mitigations

Pressures	(£m)	Mitigations and Underspending	(£m)	Year end budget variation (£m)
Covid-19 pandemic expenditure. *(Covid-19 position is reported in Appendix 2)*	£0.146m	Funding from Covid-19 grant *(Covid-19 position is reported in Appendix 2)*	(£0.146m)	
Placement costs for mainstream children	£2.550m	In-house residential staffing underspend	(£1.645m)	
Placement costs for children with disabilities	£1.170m	Staffing underspends within Social Care, Safeguarding Quality and Practice and Business Support teams	(£1.949m)	
Children we Care For non-placement costs	£2.550m	Reduction in Intentionally Homeless families requiring accommodation support	(£1.106m)	
Undelivered 2020/21 & 2021/22 savings	£0.256m	Early Help staffing underspend	(£0.930m)	
		Children First Improvement Fund underspend	(£0.090m)	
		Additional income in relation to unaccompanied asylum-seeking children	(£0.580m)	
		In year underspending from homeworking/ change in service delivery due to pandemic restrictions	(£0.260m)	
		Other minor variations	(£0.104m)	
Children and Young People Portfolio - Total	**£6.672m**		**(£6.810m)**	**(£0.138m)**

Key Financial Issues and Risks Arising

Key Financial Issues and Risks Arising	Narrative	Cost Driver	Baseline	Q1	Q2	Q3	Q4		Action	Trajectory
Placement Mix of Children We Care For (CWCF)	Despite the overall number of Children We Care For being lower than forecast, there are more children than budgeted for in more costly externally provided placements than those provided internally which cost less. This is leading to a pressure on the placement budgets. Baseline shows the % upon which the budget was set.	% mainstream children in external residential placements	10.4%	**12.4%**	**10.3%**	**12.9%**	**13.4%**	↗	Despite improvements in the purchasing mix of placements for Children We Care For (CWCF) during Q2, this was not sustained during Q3 or Q4. Whilst overall numbers of CWCF have reduced, the proportion placed in external residential placements has increased leading to pressure on the budget. In addition, the re-opened internal residential homes have not been populated as quickly as expected, meaning that cost avoidance has not materialised at the level expected. The trajectory remains red because of the three placement types highlighted, external residential is the most expensive and small changes in percentages can have a significant financial impact.	↗
		% mainstream children in external foster care placements	25.5%	**28.6%**	**28.1%**	**28.6%**	**26.4%**	↘		
		% mainstream children in internal foster care placements	30.3%	**28.3%**	**28.1%**	**28.5%**	**26.4%**	↘		

Financial Narrative on the Portfolio's Position

2. The 2021/22 outturn position for the Children and Young People Portfolio budget is an underspend of £0.138m. This is a reduction of £0.638m when compared to the £0.5m overspend forecasted in December. The main movement during this period relates to a reduction in staffing expenditure.

Review of the 2021/22 Financial Year

3. The primary area of budget pressure for the portfolio has again been the cost of placements for Children We Care For. Despite the overall number of Children We Care For being lower than that estimated during the 2021/21 budget setting process, the proportion of children placed in more expensive external placement types has remained higher throughout the year than was forecast when the budget was set. This has led to an overspend of £2.550m against the mainstream placement budgets in 2021/22. The placement budgets for Children With Disabilities, overspent by £1.170m due to the significant costs involved in meeting the requirements of a small number of young people with highly complex needs. Overspends in both of these areas have been exacerbated by a combination of regulatory delays in re-opening the re-modelled Council's own residential homes and issues in recruiting sufficient staff in these homes to safely operate at full capacity.

4. Another area of significant overspend was in relation to non-placement costs for Children We Care For, such as transport from their placement to school, transport for family contact arrangements, support to enable kinship care, therapy etc. Initially the projected overspend was identified as expenditure on vulnerable children and families under Section 17 Children Act 1989 Children in Need, however an officer task and finish group looking into the issue discovered that the majority of expenditure has actually been in relation to these types of non-placement costs for Children We Care For. Despite implementing arrangements to improve the governance around this spend, the forecast remained high in the latter part of the year and ended as a £2.6m overspend. Although the 2022/23 budget has been increased by £0.8m in this area, given the size of the overspend in 2021/22, there is a risk that overspending will continue in the new financial year. Further work by officers to mitigate this projected overspend in the new financial year is underway.

5. There have been some mitigations in year. As previously reported, within the Early Help service a number of staffing positions remained vacant during the year, pending the implementation of the redesign which went live in January 2022. However, there have been a number of posts in the new structure which were not able to be appointed to and have remained vacant. This has led to an underspend of £0.9m despite absorbing the cost of redundancies arising from the re-design. Given the ongoing difficulties in recruiting to vacant posts, there is a likelihood that the Early Help service will again underspend in 2022/23.

6. The Council-run Children's Residential Service has continued to build on the new operating model implemented in 2020/21, however recruitment of staff to the re-opened homes has been slower than expected. This, combined with regulatory delays in re-opening the homes has meant that the service is not operating at full capacity, leading to an underspend of £1.6m at the end of the year.

7. The Portfolio underspent by £1.949m on staffing vacancies within Social Care and other key support teams. As at the end of March 2022, there were 23.25fte of social worker positions which were vacant and not covered by agency staff. This reflects the ongoing difficulty experienced throughout the year in recruiting and retaining social workers, including the lack of availability of agency workers to cover vacant posts. This vacancy gap, along with the cost of the revised social worker pay scales being less than forecast, has led to underspending on the social worker budgets.

8. Another area which has again underspent significantly this year is support for Intentionally Homeless families. The number of families receiving Council support was 30 in March 2021 and ended the year at 29 with minimal fluctuation in the numbers during the 12-month period. This led to an underspend of £1.1m at the end of the financial year. Despite this, all of the service intelligence in conjunction with the increase in the cost of living would indicate that this is unlikely to remain the case in 2022/23.

9. Despite the ongoing impacts of the pandemic, planned savings for the Children's budget have mostly either been delivered in full or temporarily mitigated through underspending. The two exceptions, which are relatively minor in value, are Early Help where following the public consultation process it was agreed to retain one further delivery point for the new service; and Intentionally Homeless where an initiative to use grant funding from Homes England to covert unused Council assets into accommodation for families ceased once the grant funding was withdrawn.

Children First Improvement Plan

10. The delivery of the Children First Improvement Plan was supported with a combination of both permanent and temporary funding totalling £9.0m in 2021/22. There was a small underspend of £0.090m at the end of the financial year.

11. This funding has continued to support the service to implement the improvements required, which has resulted in a revised Statutory Direction being issued in March 2022. This has meant that the implementation of a separate Children's Trust has been halted and the delivery of Children's Services in West Sussex will remain in the control of the Council. Whilst this decision is welcome and evidence of the excellent progress the Service has made on its improvement journey, the Children's Commissioner was keen to highlight that that progress must continue in his recommendation to the Secretary of State: -

> *"Clearly, in the view of the Commissioner, the overwhelming weight of the evidence considered for these purposes indicates that the progress in WSCC is on track and that the costs and disruption of introducing a trust now do not warrant the step. The picture is not a perfect one. It is again clear from this exercise that while all of the building blocks are now in place, there can be no avoiding the long, hard iterative work of driving relentlessly and collectively at granular practice improvement on a case by case, worker by worker level."*
>
> *John Coughlan CBE, Commissioner for Children's Services in West Sussex*

12. The funding approved for the Children First Improvement Plan within the 2022/23 budget is a critical dependency for the success of the service improvements that are currently underway.

Outlook for 2022/23

13. The budget remains subject to significant risk in 2022/23. The biggest unknown remains the number and mix of placements for Children We Care For and the resulting cost. Although the model upon which the 2022/23 budget was set used sound assumptions at that point, given the volatility relating to Children We Care For it only takes one or two placements to lead to further overspending. Indeed, at the end of February 2022, residential placement arrangements were agreed for specific complex placement at a cost of £0.024m per week. The average cost of an external residential placement is around £0.004m per week. Whilst the intention is that the care package implemented will enable the needs of the young person to de-escalate, if the arrangements do remain in place for the full financial year, then this one case alone will add a budget pressure of £1.4m in 2022/23. The Service continue to try to manage such pressures in the following ways –

- **Entry to Care Panel.** This panel, chaired by an Assistant Director, considers every child or young person for whom a placement is proposed. Amongst other things, the panel assesses whether there are potential alternatives to a placement and ensures that the type of placement proposed is the most appropriate for the needs of the child.

- **High-cost Placements Panel.** This panel is also chaired by an Assistant Director and involves senior managers from the service reviewing the high-cost placements to ensure that they are still required to meet the needs of the child, and to concentrate on a step down or exit plan.

- **Phase Two of the Fostering Service Review.** This will be implemented during 2022/23. The ambition is to increase the proportion of children placed with internal foster carers, hence reducing the reliance on external placements. Savings are anticipated to be generated from 2023/24.

- **Family Safeguarding**. The phased implementation of the new operating model of Family Safeguarding began in February 2022. One of the longer-term outcomes of the model is a reduction in the number of children taken into care. Financial efficiencies could begin to be generated from 2023/24. However, implementing this new operating model is a large-scale transformation programme and is dependent on additional one-off funding being awarded by the Department for Education (DfE) to enable the Council to proceed. The next phase is to begin recruiting workers who will focus on the adults in a family, which are critical roles to the success of the Family Safeguarding model. It is planned that these roles will begin to be filled in the Autumn of 2022.

14. Another significant unknown for 2022/23 is in relation to Intentionally Homeless. Although the eviction ban which was introduced during the pandemic was lifted in early 2021, the number of families receiving support from the Children's budget has not really changed. However, all of the service intelligence points to a problem which will become apparent at some point in the future. It is difficult to forecast exactly when and what the impact on the

Council's budgets may be – hence, this is an area which will remain subject to close monitoring in the new financial year.

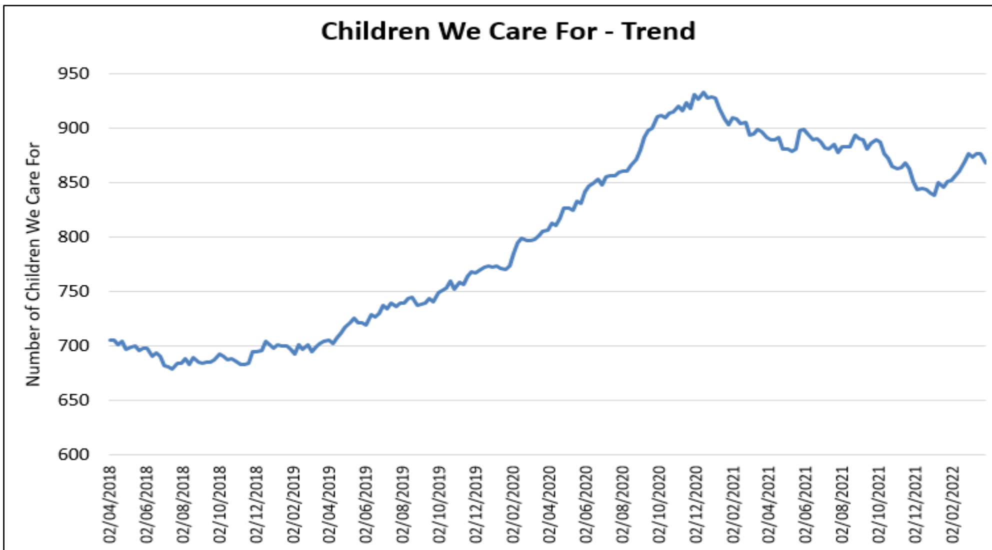
15. Although in 2021/22 the Children's budget ended more or less balanced, this was only possible due to some significant underspends mitigating the pressures as outlined above. While there is potential for some of the mitigations to continue in 2022/23, mostly due to staff recruitment difficulties, there is a financial risk that underspends will not materialise at the same level in 2022/23. In addition, further pressures caused by increasing energy and fuel prices may lead to providers requesting additional inflationary increases on their contracts. All of this means that 2022/23 will be another challenging year to manage within the allocated budget.

Proposed Carry Forward Requests

16. A number of carry forward requests have been actioned during the closing of the accounts including the following items within the Children and Young People's Portfolio:

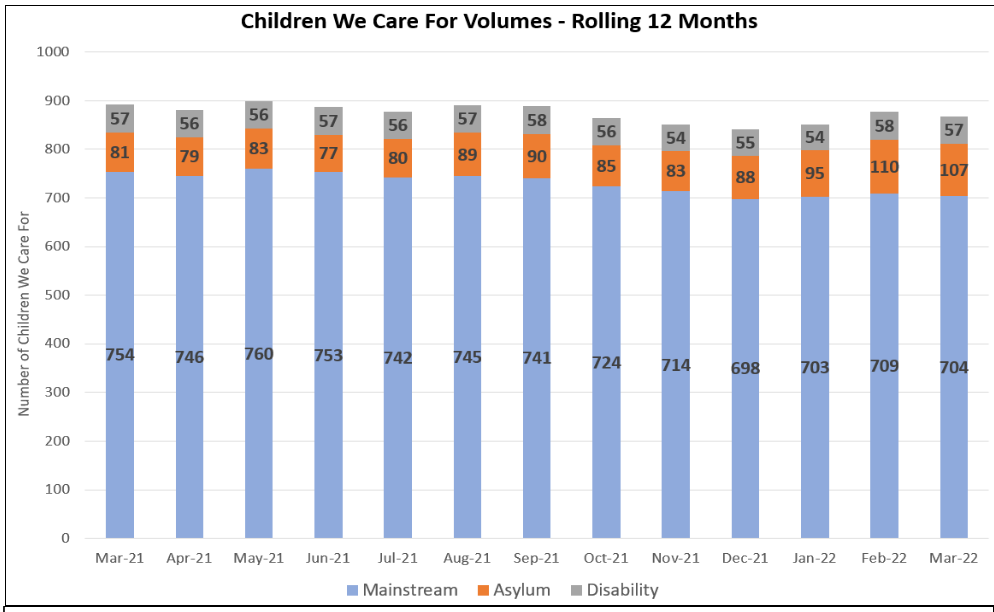
2021/22 Carry Forward Requests	Amount
Youth Justice Service – To fund projects including speech and language therapy, specific training and alternative education provision.	£40,000
West Sussex Safeguarding Children Partnership – To fund the implementation of an improvement plan in 2022/23.	£163,000

Cost Drivers Information



This graph shows the total number of Children We Care For placements since April 2018.

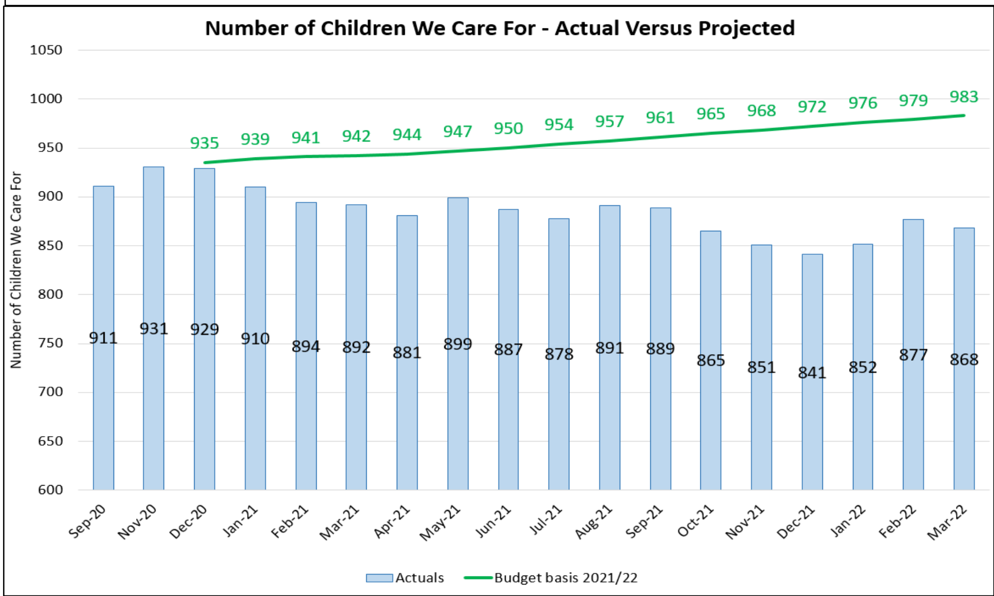
At the end of March 2022, Children We Care For numbers were 24 less than in the last week of March 2021 and now stand at 868. This compares with 892 at the same point last financial year.



This graph shows the total number of Children We Care For placements by:

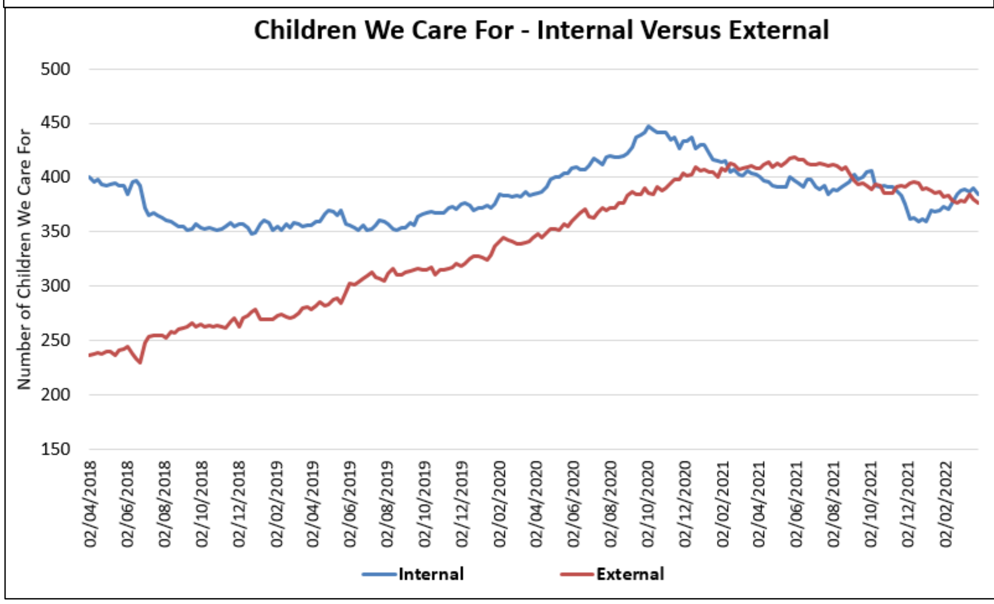
- mainstream placements
- asylum seeking children and,
- children with learning disabilities.

In line with the now mandatory National Transfer Scheme for Unaccompanied Asylum-Seeking Children, the number of UASC Children We Care For has increased. The Council's allocation under the National Transfer Scheme is 124.



This graph shows the number of Children We Care For placements compared to the budgeted expectation.

The graph depicts that growth in numbers has not transpired as expected, however the shift in placement mix has led to the overspend reported.



This graph shows the internal and external placement mix of Children We Look After since April 2018.

Savings Delivery Update

17. The portfolio has a number of 2021/22 savings included within the budget and one saving outstanding from the 2020/21 financial year. Details of these savings are included in the table below:

Saving Activity	2020/21 Savings £000	March 2022		Narrative	2022/23
Lease of vacant properties to reduce intentionally homeless costs	150	44	G	£0.044m is the full year effect for one family who were accommodated under this scheme in 2020/21, plus the in-year saving from one further family moving from bed and breakfast accommodation into a second property. The roll out of the project was delayed due to the pandemic. Since this time, Homes England have advised that they will no longer be making grants to the Empty Homes Programme. Without the capital funding, the scheme is not financially viable for YMCA – Downslink or for WSCC. This £0.056m pressure has been addressed during the 2022/23 budget creation process.	G
		56	R		**Saving Removed**

Saving Activity	2021/22 Savings £000	March 2022		Narrative	2022/23
National House Project	250	250	G	The savings which were initially expected in Q4 of 2021/22 will not now be delivered until 2022/23, due to Covid-19 related delays in progressing the House project. The 2021/22 savings have been mitigated by other savings which have over-performed. There is a good level of confidence that this saving will be delivered permanently in 2022/23, along with the additional £0.750m target in 2022/23	G
Increase in Council's top slice of Early Years DSG to compensate for lost Central DSG grant funding used for wider benefit of children and young people	225	225	B		B
In-house residential programme – reduced independent placement costs	200	200	G	Delays in re-opening Breakwater (formerly Seaside) and Blue Cove (formerly May House) mean that the permanent delivery of this saving will not now be possible until 2022/23. This saving has been mitigated in year however, through underspending within the residential staffing budget given the delayed timescale for reopening.	G
Reduce the number of solo placements and retainers	100	100	B		B
Improved commissioning for children's social care service - 16+ step down	1,800	450	B		B
Improved commissioning for children's social care service - 16+ recommissioning		100	B		B

Saving Activity	2021/22 Savings £000	March 2022		Narrative	2022/23
Improved commissioning for children's social care service - improved joint commissioning		**400**	**G**	Achievement of this saving is dependent on an increased number of children with disability receiving Continuing Health Care contributions towards the cost of their services. Unfortunately, this saving was not achieved in full in 2021/22, however it has been mitigated through other commissioning initiatives which are over-performing. This saving will remain an amber pressure in the 2022/23 budget until such time as clarity can be brought about its achievability, in discussion with Health Partners.	**A**
Improved commissioning for children's social care service - reducing existing placement costs		**650**	**B**		**B**
Improved commissioning for children's social care service - U16 step down to fostering		**200**	**G**	This saving has been mitigated in year through other commissioning initiatives which are over performing; however, it is expected to be delivered in 2022/23 through the commissioning work currently underway.	**G**
Early help restructure (Year 2 savings)	**550**	**450**	**B**	The Early Help redesign has now been implemented; hence the saving target can be marked as delivered. The increase in the number of delivery points means that the cost of the new service will be more than previously modelled, leading to a shortfall in savings in 2021/22. This £0.1m pressure has been mitigated within the 2022/23 budget.	**B**
		100	**R**		**Saving Removed**
Lease of vacant properties to reduce intentionally homeless costs	**100**	**100**	**R**	Year two savings relating to a project to lease vacant WSCC properties to YMCA to enable accommodation for intentionally homeless families. However, the withdrawal of available grant funding by Homes England means that the project is no longer viable, and savings will not be delivered. This pressure has been addressed during the 2022/23 budget creation process.	**Saving Removed**
Increased grant funding towards support for unaccompanied asylum-seeking children	**450**	**450**	**B**		**B**
Review of agency staff	**231**	**231**	**B**		**B**

Savings Key:			
R Significant Risk	A At Risk	G On Track	B Delivered

Capital Programme

Performance Summary - Capital

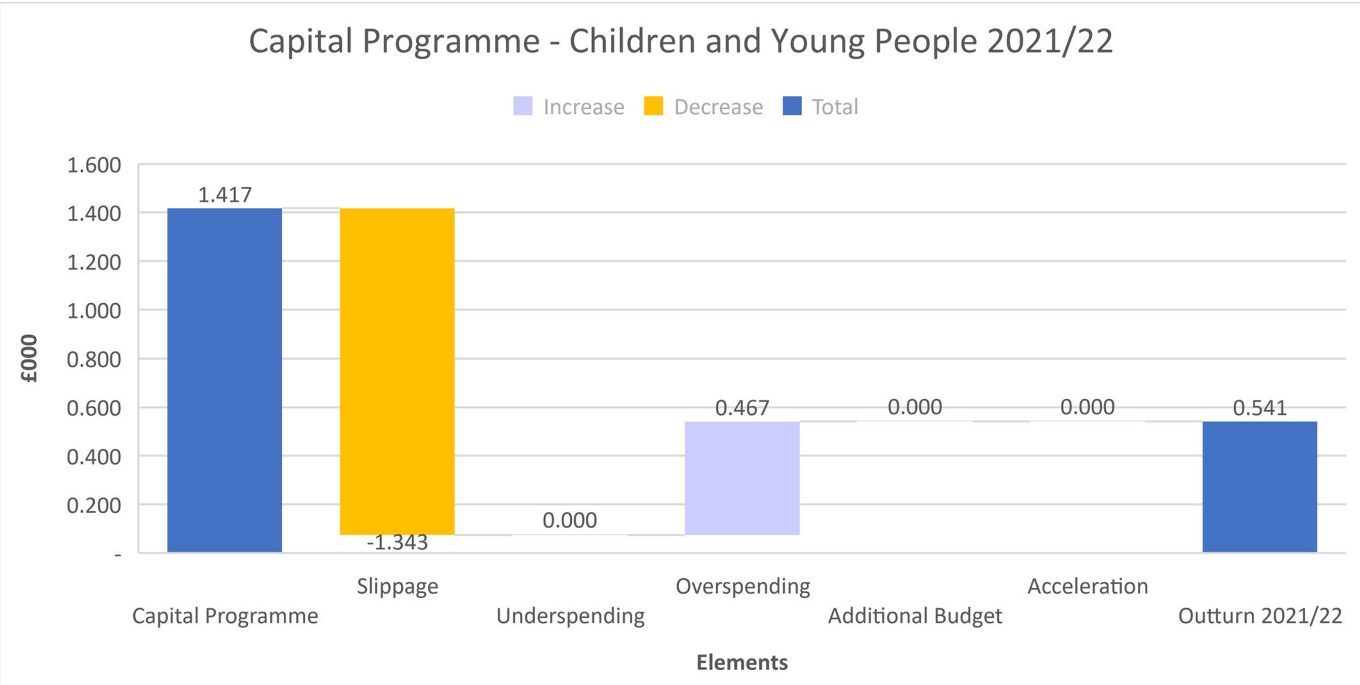
18. There are eight schemes within this portfolio; three of the schemes in delivery are rated green, indicating that the schemes are progressing as planned. Five of the schemes are rated as amber, indicating that there is an issue, but that it can be dealt with by the project manager or project delivery team. An update on the progress of the schemes not rated green are detailed in the table below:

Scheme	RAG Status at 31st March	Reason	Latest RAG Status	Updated Position
Children's In-House Phase 2 – High Trees and 40 Teasel Close	AMBER	Planned decant to Maidenbower whilst works are being undertaken no longer possible.	AMBER	Feasibility study underway to assess alternative accommodation for required decant.
Children's In-House Phase 2 – 18 Teasel Close Design Stage	AMBER	Planned decant to Maidenbower whilst works are being undertaken no longer possible.	AMBER	Feasibility study underway to assess alternative accommodation for required decant.
Children's In-House Phase 2 – Orchard House	AMBER	There is a dependency with schemes at High Trees & Teasel	AMBER	Feasibility study underway to assess alternative accommodation for required decant.

Finance Summary - Capital

19. The capital programme; as approved by County Council in February 2021, agreed a programme totalling £1.0m for 2021/22. £0.417m of expenditure, originally profiled to spend in 2020/21, was slipped into 2021/22, revising the capital programme to £1.417m.

20. During the year, the Portfolio spent £0.541m, a reduction of £1.333m when compared to the profiled spend in December 2021.



Key:
Capital Programme – The revised planned expenditure for 2021/22 as at 1st April 2021.
Slippage – Funding which was planned to be spent in 2021/22 but has since been reprofiled into future years.
Underspending – Unused funding following the completion of projects.
Overspending - Projects that require further funding over and above the original approved budget.
Additional Budget – Additional external funding that has entered the capital programme for the first time.
Acceleration – Agreed funding which has been brought forward from future years.
Outturn 2021/22 - Total capital programme expenditure as at 31st March 2022.

21. Details of movements of the financial profiling within the capital programme between December and March are as follows:

- **Slippage: (-£1.343m). Movement since Q3 report: (-£1.343m).**

    - **Orchard House – (-£0.771m)** – Delays during the design stage have led to delays with this project. Construction works expected to commence in 2022/23.

    - **Teasel Close – (-£0.129m)** – Delays during the design stage have led to delays with this project. Construction works are expected to commence in 2022/23.

    - **High Trees – (-£0.292m)** – Delays during the design stage have led to delays with this project. Construction works are expected to commence in 2022/23.

    - **May House – (-£0.074m)** – Small amount of budget transferred into 2022/23.

    - **Seaside – (-£0.062m)** – Small amount of budget transferred into 2022/23.

    - **East Preston and Cissbury Lodge – (-£0.015m)** – Small amount of budget transferred into 2022/23.

- **Overspending: £0.467m. Movement since Q3 report: £0.010m.**

    - **Brick Kiln - £0.010m** – Project is complete with a small overspend. The additional £0.010m of budget funded by borrowing has been added to the project to cover the additional cost.

22. The latest Capital Programme Budget Monitor is reported in **Appendix 4**.

Risk

23. The following table summarises the risks on the corporate risk register that would have a direct impact on the portfolio. Risks to other portfolios are specified within the respective appendices to this report.

Risk No.	Risk Description	Previous Quarter Score	Current Score
CR61	A 'serious incident' occurs resulting in the **death or serious injury of a child** where the Council is found to have failed in their duty to safeguard, prevent or protect the child from harm.	15	15
CR69	If the council fail to make the necessary improvements to progress from the previous 'inadequate' rating, there is a risk that **children's services will fail to deliver an acceptable provision to the community**.	15	15

Risk No.	Risk Description	Previous Quarter Score	Current Score
CR72	The government have stipulated that from 9th September 2021, children in care under 16 will not be allowed to be accommodated in unregulated placements. This has strengthened existing regulations that stipulate that all children and young people who require residential care must be placed within registered children's homes. Due to a local and nationwide shortage of registered provision there is a risk that these **children and young people will not be cared for in settings that best meet their needs**, which could lead to safeguarding concerns and enforcement action against the providers of unregistered homes and local authorities.	16	12

24. Further details on all risks can be found in **Appendix 5** - Corporate Risk Register Summary.

Learning and Skills Portfolio - Summary

Performance Summary

1. The Portfolio has a number of performance highlights to report this quarter:

   - Ofsted inspections of schools demonstrate that by the end of March 2022, 88.8% of schools were judged to be either Good or Outstanding and this was an all-time high. The number of children attending Good or Outstanding schools rose again and reached 89.3%, 1.3% above the target set for the end of the year.

   - The proportion of young people not in education, employment, or training as at the end of February 2022, the latest data available, stood at 2.3% with an additional 3.6% unknown. This gives a combined figure of 5.9% which compares to a national figure of 4.6% and a figure of 5.1% across the Southeast. It shows fewer young people are NEET or unknown than the target of 7% set and also represents an improvement of 1.4% in West Sussex against the same period in 2021.

Our Council Performance Measures

	Learning and Skills	2021/22 Target	Performance Over The Last 3 Periods			DoT	Performance Analysis	Actions
			2019/20	2020/21	2021/22			
21	The percentage of young people attaining Grade 4 and above for Maths and English GSCE by age of 16 years old Reporting Frequency: Annually	67.0%	66.2%	72.2%	75.2%	↗	Mar-22: Due to the Covid-19 pandemic, the summer exam series was cancelled in 2020 and in 2021. Pupils scheduled to sit GCSE and A/AS level exams in 2020 were awarded either a centre assessment grade (based on what the school or college believed the student would most likely have achieved had exams gone ahead) or their calculated grade using a model developed by Ofqual - whichever was the higher of the two. In January 2021, the government decided that it would not be fair for GCSE, AS and A level exams to take place in summer 2021 because of the disruption to students' education caused by the coronavirus (Covid-19) pandemic. Instead, students received grades based on assessments by their teachers: Teacher Assessed Grades or TAGs. The DfE aimed to make sure that students had the greatest opportunity to show the full breadth of their knowledge and understanding based on what they had been taught.	The GCSE grades awarded to pupils in 2020 and 2021 will remain with them as they stay on in further and higher education or enter employment after leaving school. However, the cancellation of summer 2020 and 2021 GCSE exams and the new method of awarding grades has led to a set of pupil attainment statistics that are unlike previous years. Each of the pupil level attainment statistics have increased - more than would be expected in a typical year - between the 2018/19 to 2020/21 academic years. This reflects the change to the way GCSE grades were awarded rather than improvements in pupil performance. As a result the 2019/20 and 2020/21 data should not be directly compared to attainment data from previous years for the purposes of measuring changes in student performance. Please note that schools are not accountable to Local Authorities and government departments, such as Ofsted, relating to these grades and the cancellation of exams does not give any meaningful comparison between 2019, 2020 and 2021, as each of these years had different marking criteria.

	Learning and Skills	2021/22 Target	Performance Over The Last 3 Periods			DoT	Performance Analysis	Actions
			Sep-21	Dec-21	Mar-22			
25	Percentage of schools with OFSTED rating 'good' or 'outstanding' Reporting Frequency: Quarterly	88.5%	87.6%	88.4%	88.8%	↗	Mar-22: The total for West Sussex schools that are judged good or outstanding has risen slightly and is now at with a recent all time high of 88.8%. This figure is 0.4% higher than the equivalent figures shown in the previous month, with one secondary school becoming good from requires improvement since last month. For March 2022, the percentage for each school phase is as follows: Primary Schools = 87.7%; Secondary Schools = 92.1%; Special Schools = 100% Due to the Covid-19 pandemic Ofsted inspections had only just restarted in September 2021, and a growing number of schools have been inspected during the current academic year and, therefore, this is the latest position.	Ofsted inspections, which had been suspended during the main part of the Pandemic, and due to national and local lockdowns had only just restarted in September 2021, and a growing number of schools have been inspected during the current academic year and, therefore, this is the latest position.
			Sep-21	Dec-21	Mar-22			
26	Percentage of pupils and students accessing Ofsted 'good' or 'outstanding' schools Reporting Frequency: Quarterly	88.0%	86.6%	87.6%	89.3%	↗	Mar-22: The total for West Sussex pupils in schools that are judged good or outstanding has improved again this month. This figure is 1.3% higher than the equivalent figure shown in the previous month and is at an all time high of 89.3%. One secondary school was rated good from requires improvement since last month For March 2022, the percentage for each school phase is as follows: Primary Schools = 86.3%; Secondary Schools = 93.1%; Special Schools = 100% Due to the Covid-19 pandemic Ofsted inspections had only just restarted in September 2021, and a growing number of schools have been inspected during the current academic year and, therefore, this is the latest position.	Ofsted inspections, which had been suspended during the main part of the Pandemic, and due to national and local lockdowns had only just restarted in September 2021, and a growing number of schools have been inspected during the current academic year and, therefore, this is the latest position.
			2017/18	2018/19	2019/20			
27	Percentage achieving expected standard in reading, writing and maths combined at the end of Key Stage 2 Reporting Frequency: Annually	64.0%	55.0%	61.8%	62.7%	↗	Mar-22: No results collected for 2021 due to the pandemic	The local authority provides a programme of professional development for teachers and school leaders including work on curriculum, assessment and raising expectations. The annual conversation held with all schools identifies where schools may have underperformance and targeted visits and consultancy support is provided to those schools where performance and achievement is requiring improvement. Additional school led improvement projects are used to support schools in difficulty, where teaching and leadership requires additional support to improve, and where outcomes for pupils are too low.

	Learning and Skills	2021/22 Target	Performance Over The Last 3 Periods			DoT	Performance Analysis	Actions
			2019/20	2020/21	2021/22			
28	Average attainment 8 score of students at Key Stage 4 including English and Maths Reporting Frequency: Annually	47.5	46.9	50.3	51.6		Mar-22: Due to the COVID-19 pandemic, the summer exam series was cancelled in 2020 and in 2021. Pupils scheduled to sit GCSE and A/AS level exams in 2020 were awarded either a centre assessment grade (based on what the school or college believed the student would most likely have achieved had exams gone ahead) or their calculated grade using a model developed by Ofqual - whichever was the higher of the two. In January 2021, the government decided that it would not be fair for GCSE, AS and A level exams to take place in summer 2021 because of the disruption to students' education caused by the coronavirus (COVID-19) pandemic. Instead, students received grades based on assessments by their teachers: Teacher Assessed Grades or TAGs. The DfE aimed to make sure that students had the greatest opportunity to show the full breadth of their knowledge and understanding based on what they had been taught.	The GCSE grades awarded to pupils in 2020 and 2021 will remain with them as they stay on in further and higher education or enter employment after leaving school. However, the cancellation of summer 2020 and 2021 GCSE exams and the new method of awarding grades has led to a set of pupil attainment statistics that are unlike previous years. Each of the pupil level attainment statistics have increased - more than would be expected in a typical year - between the 2018/19 to 2020/21 academic years. This reflects the change to the way GCSE grades were awarded rather than improvements in pupil performance. As a result the 2019/20 and 2020/21 data should not be directly compared to attainment data from previous years for the purposes of measuring changes in student performance. Please note that schools are not accountable to Local Authorities and government departments, such as Ofsted, relating to these grades and the cancellation of exams does not give any meaningful comparison between 2019, 2020 and 2021, as each of these years had different marking criteria.
			2017/18	2018/19	2019/20			
29	Percentage attainment gap of disadvantaged pupils compared with non-disadvantaged peers at the end of Key Stage 2 Reporting Frequency: Annually	24.0%	23.3%	23.4%	25.3%		Mar-22: No results collected for 2021 due to the pandemic	Closing the gap that exists between disadvantaged students and their non disadvantaged peers remains a key priority nationally and for the local authority. As part of the covid recovery plan, the government have provided a national tutoring programme to provide additional support for children who may have fallen behind along with access to computers for those disadvantaged pupils who had more restricted access to technology at home. The local authority is not engaged in this directly as the relationship has been established directly between central government and schools. West Sussex County Council has provided a broad programme of professional development and support to schools which has included training courses, networks and a school to school led programme of training and support, targeted at those schools with a high differential between outcomes for disadvantaged and their non disadvantaged peers. This has involved an external partner.

	Learning and Skills	2021/22 Target	Performance Over The Last 3 Periods			DoT	Performance Analysis	Actions
			Dec-21	Jan-22	Feb-22			
30	Combined percentage of 16-17-year olds that are Not in Education, Education and Training or whose activity is not known (3-month average Dec-Feb annually) Reporting Frequency: Quarterly	7.0%	6.6%	5.5%	6.0%	↘	Mar-22: The County Council's target is to reduce the percentage of NEET/Not Known young people to 5.0% by 2025. For 21/22 the combined target is 7.0% for the 3-month period Dec-Feb. The latest validated 3-month average is available: The NEET (Not in Employment, Education or Training) figure stands at 2.04% and the current Not Known figure is 3.95%. The combined figure, of 5.99%, is an improvement of 1.67% from 2020/21. Compared to England combined figure of 4.72% and the South East, 5.45% is currently worse than those areas, but the gap has narrowed from 2.18% and 1.25% for national and South East, respectively, to 1.27% and 0.46%, respectively. West Sussex is now ranked 126th out of 152 local authorities, up 11 places from last year, but is in the top quintile for improvements of all authorities since 2020/21 and is the 9th most improved in relation to County Local Authorities. Although our Not Knowns are currently higher than most of our statistical neighbours, the improvements to collection of data and relationships with schools, colleges and other establishments has seen a marked improvement and is lower than the 3-month 21/22 target of 7.0% combined.	Our team of careers advisors continue to offer support in a far more targeted way to help young people struggling to fulfil their career potential. Many are gradually re-engaging with education and training, many building up their confidence and skills by starting on short term employability courses before moving on to more full time education, training or employment opportunities. There remains a number of young people with complex issues for whom we are working with our partners to ensure the right support is made available for them so that they can also progress.

Finance Summary

Portfolio In Year Pressures and Mitigations

Pressures	(£m)	Mitigations and Underspending	(£m)	Year end budget variation (£m)
Covid-19 pandemic expenditure. *(Covid-19 position is reported in Appendix 2)*	£1.767m	Funding from Covid-19 grant *(Covid-19 position is reported in Appendix 2)*	(£1.767m)	
Home to School Transport costs; predominantly Special Educational Needs	£2.581m	Staffing vacancies within the School Effectiveness Service and Early Years' Service	(£0.244m)	
Undelivered 2020/21 and 2021/22 trading services (£0.150m) and home to school transport savings (£0.037m)	£0.212m	Staffing vacancies within Inclusion and School Crossing Patrol Service	(£0.250m)	
		Staffing vacancies within Schools Services team and School Crossing Patrol Service	(£0.202m)	
		In year underspending from homeworking/ change in service delivery due to pandemic restrictions	(£0.090m)	
		Other minor variations	(£0.369m)	
Learning and Skills Portfolio - Total	**£4.560m**		**(£2.922m)**	**£1.638m**

Significant Financial Issues and Risks Arising

Key Financial Issues and Risks Arising		Narrative	Cost Driver	Baseline (March 2020)	Q1	Q2	Q3	Q4		Action	Trajectory
1	Destination mix of pupils with an Education, Health and Care Plan (EHCP) receiving transport	Approximately one third of our children with an Education, Health and Care Plan (EHCP) also receive transportation to their school.	No of pupils with EHCP transported to a mainstream school / SSC	207 (11.3%)	**224 (11.4%)**	**200 (10.0%)**	**207 (10.0%)**	**230 (11.0%)**	↗	The number of complex cases continues to increase and current special school places have now reached full capacity leading to increased places in independent sector.	↗
			No of pupils with EHCP transported to a special school	1,240 (67.8%)	**1,265 (64.6%)**	**1,299 (65.0%)**	**1,334 (64.6%)**	**1,316 (62.8%)**	↘		
			No of pupils with EHCP transported to independent placements	381 (20.8%)	**468 (24.0%)**	**500 (25.0%)**	**525 (25.4%)**	**549 (26.2%)**	↗		
			Total no of pupils with EHCP transported	1,828 (100%)	**1,957 (100%)**	**1,999 (100%)**	**2,066 (100%)**	**2,095 (100%)**	↗		
2	Transport type mix of pupils with an Education, Health and Care Plan (EHCP) receiving transport	Approximately one quarter of our children with an Education, Health and Care Plan (EHCP) who receive transport are transported on the County Council fleet. However, the majority are transported in an external taxi or minibus. This is an expensive option, and as a result, a parental mileage rate has been introduced to encourage parents to transport their own child to and from school instead.	No of pupils with EHCP transported in an external taxi/minibus	1,331 (72.8%)	**1,394 (71.2%)**	**1,340 (67.0%)**	**1,393 (67.4%)**	**1,421 (67.8%)**	↗	The decision to have an internal fleet is a long-term strategic one. It means that in areas with fewer suppliers or where prices are unsustainably high the Council can moderate the impact on our spending and overall costs. Whilst there are over 100 minibus routes, recent insourcing has focused on expensive accessible vehicle routes and/or where the biggest cost reductions can be made.	↔
			No of pupils with EHCP transported on County Council fleet	443 (24.2%)	**462 (23.6%)**	**551 (27.6%)**	**559 (27.1%)**	**563 (26.8%)**	↘		
			No of pupils with EHCP transported by parents	54 (2.9%)	**101 (5.2%)**	**108 (5.4%)**	**114 (5.5%)**	**111 (5.3%)**	↘		
			Total no of pupils with EHCP transported	1,828 (100%)	**1,957 (100%)**	**1,999 (100%)**	**2,066 (100%)**	**2,095 (100%)**	↔		
3	Daily transport cost of pupils with an Education, Health and Care Plan (EHCP) receiving external transport	The daily cost of SEND external taxi and escort provision has been increasing annually by approximately 10% over the last couple of years. This is mostly due to increased demand (numbers of pupils with an EHCP requiring transport), but also due to additional inflation pressures such minimum living wage.	Current daily cost of SEND external taxi provision across all provision	Average 2020/21 £52.1k	**£56.0k**	**£56.0k**	**£52.4k**	**£57.3k**	↗	Accessible minibuses (including escort) can easily cost £220 per day with a few up to £300. We are starting to experience Inflationary pressures due to increasing fuel and staffing costs which are evident in the Q4 average daily cost.	↗
			Current daily cost of SEND external escort provision across all provision	Average 2020/21 £10.6k	**£11.3k**	**£11.3k**	**£10.9k**	**£11.9k**	↗		

Significant Financial Issues and Risks Arising- *Dedicated Schools Grant*

Key Financial Issues and Risks Arising		Narrative	Cost Driver	Baseline (March 2021)	Q1	Q2	Q3	Q4		Action	Trajectory
4	Placement mix of pupils with an Education, Health and Care Plan (EHCP)	Our High Needs expenditure is largely driven by the number of pupils with an Education and Health Care Plan (EHCP). The 2021/22 budget has been set based on a further 500 pupils this year. Although overall growth so far this year is in line with this, a greater proportion of these children are being placed in more costly placements within the independent sector.	No of pupils with EHCP in mainstream school	1,949 (31.9%)	**1,997 (32.0%)**	**1,845 (29.0%)**	**1,921 (30.1%)**	**1,921 (30.1%)**	↗	West Sussex has significantly less learners with EHCPs in their mainstream secondary schools than the national picture. A small specialist outreach team has therefore been created as a two-year pilot to support the inclusion of these learners in their local mainstream school.	↗
			No of pupils with EHCP in special school / SSC	2,166 (35.4%)	**2,183 (35.0%)**	**2,288 (36.0%)**	**2,284 (35.7%)**	**2,273 (34.9%)**	↘		
			No of pupils with EHCP in independent placements	615 (10.0%)	**647 (10.4%)**	**669 (10.5%)**	**688 (10.8%)**	**715 (11.0%)**	↗		
			No of pupils with EHCP in post school placements	1,127 (18.4%)	**1,102 (17.6%)**	**1,309 (20.6%)**	**1,226 (19.1%)**	**1,215 (18.7%)**	↘		
			No of pupils with EHCP in other placement type	254 (4.2%)	**314 (5.0%)**	**246 (3.9%)**	**272 (4.3%)**	**319 (4.9%)**	↗		
			Total no of pupils with EHCP	6,111 (100%)	**6,243 (100%)**	**6,357 (100%)**	**6,391 (100%)**	**6,510 (100%)**	↔		
5	Increase Placement mix of pupils with an Education, Health and Care Plan (EHCP)	The 2021/22 budget has been set on the basis of a further 500 pupils with an EHCP this year. Although overall growth so far this year is in line with this, a greater proportion of these children are being placed in more costly placements within the independent sector.	Increase in no of pupils with EHCP in mainstream school	159	**48 (2.5%)**	**-104 (-5.3%)**	**-28 (-1.4%)**	**39 (2.0%)**	↗	The higher level of increased placements in the independent sector is largely due to lack of capacity in WSCC's settings. 84 additional places were made available from September 2021, but the increased capacity at a number of special schools has only been achievable through the hire of expensive temporary classrooms. Whilst new building work is planned this will take time and therefore in the medium term, it is expected that the number of independent sector placements will continue to rise at a faster rate.	↗
			Increase in no of pupils with EHCP in special school / SSC	177	**17 (0.8%)**	**122 (5.6%)**	**118 (5.4%)**	**107 (4.9%)**	↘		
			Increase in no of pupils with EHCP in independent placements	51	**32 (5.2%)**	**54 (8.8%)**	**73 (11.7%)**	**100 (16.3%)**	↗		
			Increase in no of pupils with EHCP in post school placements	91	**-25 (-2.2%)**	**182 (16.1%)**	**99 (8.8%)**	**88 (7.8%)**	↘		
			Increase in no of pupils with EHCP in other placement type	22	**60 (23.6%)**	**-8 (-3.1%)**	**18 (7%)**	**65 (25.6%)**	↗		
			Total increase in no of pupils with EHCP	500	**132 (2.2%)**	**246 (4.0%)**	**280 (4.5%)**	**65 (25.6%)**	↔		
6	Cost of pupils with an Education, Health and Care Plan (EHCP) in an Independent and Non-maintained Special School	The 2021/22 budget has been set on the basis of the average Independent and Non-maintained sector placement cost being £46k per week.	Average annual cost	£46k	**£48k**	**£48.5k**	**£48k**	**£47.5k**	↘	Average independent sector costs increased by £2k per annum at the beginning of the year but have stabilised since. These costs are expected to escalate again in the new financial year.	↗

Financial Narrative on the Portfolio's Position

2. The 2021/22 outturn position for the Learning and Skills Portfolio budget is an overspend of £1.638m. This is a reduction of £0.219m when compared to the £1.857m overspend forecasted in December. The main movement during this period relates to a reduction in staffing expenditure and other minor variations.

Review of the 2021/22 Financial Year

3. The Home to School Transport service overspent by £2.618m over the last year. Within this total, the mainstream transport provision overspent by £0.509m. This was made up of a combination of factors including increased growth in the number of routes provided, higher demand for season tickets and price increases over and above the inflation rate allocated in the budget. The higher inflation rates were largely made of payments to contractors for increased pay costs.

4. SEND transport provision overspent by £2.160m. This was due to a number of different factors:

   - Increased demand for taxi and escort transport provision as a result of the continuing increase in the number of children with an Education and Health Care Plan (£1.563m),

   - Increased use of the internal fleet (£0.349m). Without the use of the internal fleet the cost of those routes would have been £0.2m higher.

   - Increase in the cost of transport provision provided to pupils attending the West Sussex Alternative College (£0.096m). The level of costs that can be charged to the DSG High Needs block is fixed at an historic level and therefore any additional expenditure falls to the County Council to pick up.

   - The net cost of recoupment activity (transport provided to pupils travelling across the county boundaries) resulted in a further overspend of £0.115m.

   - The non-delivery of £0.037m of the planned £0.5m transport savings.

5. In terms of Post-16 transport provision, there was a small net underspend of £0.051m mostly due to an accounting adjustment relating to a prior year commitment.

6. School trading income has not grown significantly over recent years due to the Covid-19 pandemic. This has had an adverse effect on the ability to generate the £0.175m increase in income savings. Although a number of new traded income streams have been developed, the additional income generated in 2021/22 was offset by a £0.1m under collection on teacher training income from schools (when compared to 2018/19 levels).

7. To help mitigate these overspending pressures, other service areas have tried to reduce spending on non-essential items and hold staff vacancies where possible. These underspends included:

- Staff underspending within the School Effectiveness Service (£0.157m) and Early Years' Service (£0.087m) due to vacancies being held ahead of directorate re-structure,

- Staff underspending within the Inclusion Service (£0.250m) largely due to delays with recruiting to new posts at the beginning of the financial year,

- Staff underspending within Schools Services team (£0.102m) partly due to maximising administration charge against Holiday and Activities Fund and School Crossing Patrol Service (£0.100m) due to vacancies throughout the year.

Dedicated Schools Grant (DSG)

8. The Dedicated Schools Grant (DSG) allocation after academy recoupments and deductions in 2021/22 totalled £471.5m and was made up of four separate funding blocks: Schools block (£371.3m), High Needs block (£96.2m), Central School Services block (£6.8m) and Early Years block (£51.1m).

9. The balance on the Dedicated Schools Grant reserves at the beginning of the 2021/22 financial year stood at -£10.388m deficit. After allowing for the estimated £7.0m High Needs budgeted shortfall for 2021/22 and the retrospective adjustment to the Early Years 2020/21 DSG allocation of £0.357m made in November 2021, the December 2021 balance in reserves stood at a deficit of £17.745m.

10. The final position on the DSG in 2021/22 was an overspend of £7.759m. The main variations across the four DSG funding blocks were as follows.

Dedicated Schools Grant – 2021/22	**Variation £m**
Early Years Block	
• Early Years Providers – £0.720m underspending offset by £0.620m reduction in DSG funding announced in Jan 2022	-0.100
• Centrally Retained – Staffing underspends in Early Years teams	-0.194
Early Years Block Total	**-0.294**
High Needs Block	
• Independent and Non-maintained Schools – The 21/22 budget that was set allowed for 666 places. By the end of the year 715 children with an EHCP were actually being placed in the independent sector.	+3.651
• Commissioned College Placements and Alternative Provision	-0.233
• Post-16 SEND College Placements – The number of additional placements incurring a cost have increased by 53 during the year. (This compares to a budgeted increase of 17 placements).	+1.240

• Post-16 Specialist Independent Provider Placements – Numbers have increased by 18 during the year (compared to a budgeted increase of 3).	+0.696
• Exceptional Needs and Top Up Funding – Increased number of ENF allocations and mainstream top-ups. 420 placements attracted ENF funding in 21/22 compared to 292 allowed for in the budget.	+1.625
• Additional placements at two special school academies	+0.563
• Specialist Support – Significantly higher level of spend on NTAS and SENse learning packages where children may otherwise have been out of school.	+1.387
• Support for Schools:	
➢ Additional portacabins at St Anthonys and Manor Green College	+0.392
➢ Schools in Financial Difficulty	-0.211
➢ Area Inclusion and Improvement Boards	-0.081
➢ Contribution to residential disability homes	-0.135
➢ Staffing underspends within Virtual School	-0.132
➢ Staffing underspends within Inclusion Service and Pupil Entitlement	-0.158
High Needs Block Total	**+8.604**
Schools Block	
• Support for Schools:	
➢ Growth Fund – Unspent funds within £2.5m allocation	-0.031
➢ Rates – Actual rates bills in excess of estimates less refunds for academy conversions during the year	-0.010
➢ Property costs	-0.054
• Other De-delegated Services - Underspendings within Free School Meals Eligibility Checking Service, and cover for professional associations	-0.036
• General Duties – Underspending on redundancies budget due to very few school restructures during the year	-0.300
Schools Block Total	**-0.431**
Central Block	
• Support for Schools:	
➢ Admissions legal costs	-0.048
➢ Staffing underspendings within Pupil Entitlement (Admissions and Investigations teams)	-0.118
➢ Staffing overspendings within Capital Planning Team	+0.046
Central Block Total	**-0.120**
Total	**+7.759**

11. As a result of the £7.759m overspending, there is now a deficit of £25.504m within the DSG reserves at the end of 2021/22.

	DSG Unusable Reserve £m
December 2021 Balance	**-17.745**
Early Years Block Underspending	0.294
High Needs Block Overspending	-8.604
Schools Block Underspending	0.431
Central Block Underspending	0.120
2021/22 Year End Balance (Deficit)	**-25.504**

12. The DSG conditions of grant require all Local Authorities with a deficit to submit a plan for managing it to their Schools Forum.

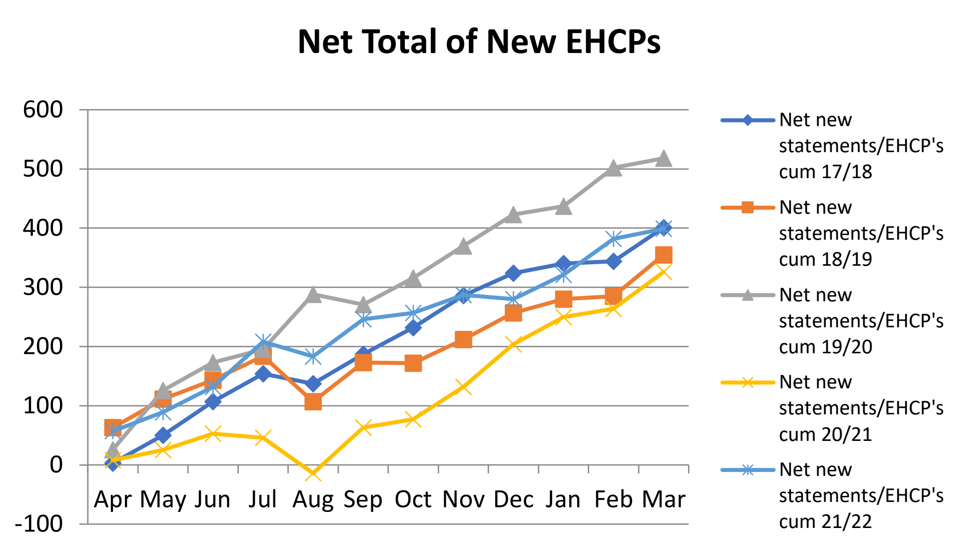
Cost Driver Information

13. The Education and Health Care Plan assesses the needs of a child in the context of the Education budget, it is a major cost driver in relation to the Local Authority funded Home to School Transport budget and the DSG funded High Needs block.

14. When the 2021/22 budget was set the overspending on High Needs this year was projected to be £7.0m, but this has increased by a further £8.6m over the last year. This is mainly due to the increased number of children being placed in high-cost independent placements, additional expenditure on specialist support and increased costs in mainstream settings despite the numbers being placed in this sector being lower than expected.

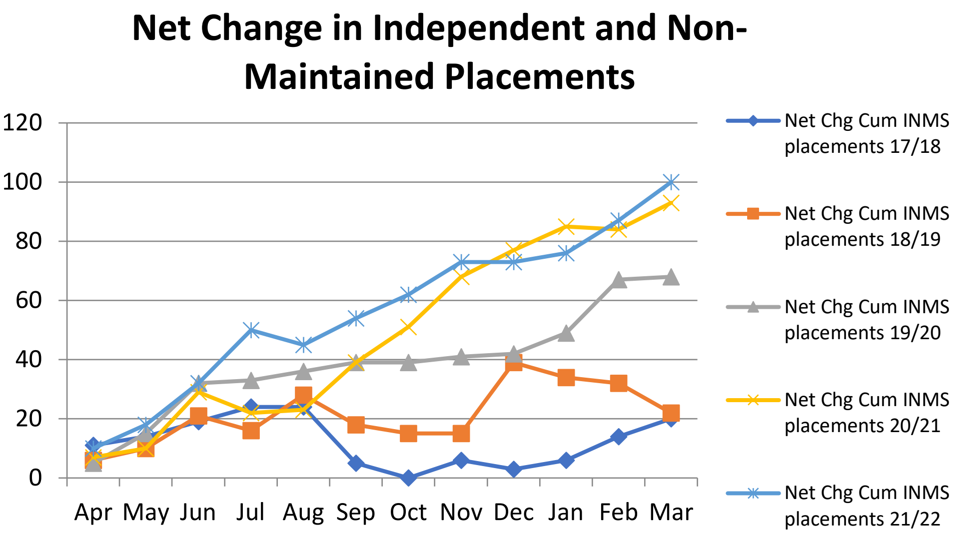
15. Between April 2015 and March 2021, the number of pupils with an Education, Health and Care Plan (EHCP) increased by 2,688 (78.5%) from 3,423 to 6,111. During 2021/22, this number has risen by a further 399.

16. One of the main reasons for the increasing level of EHCPs has been the extension of support to young people up to the age of 25. Statements previously lapsed at age 19, however since 2015 when the system was reformed, West Sussex, along with all other LAs, has been supporting a new cohort of young people aged 19-25 for which they have received no additional funding.



The total number of EHCP's has increased by 399 in 2021/22. This growth is lower than the 500 allowed for in the budget.

One of the reasons for the current growth in EHCPs being lower than budgeted, is the timeliness of the completion of EHCPs. Only 37.42% of EHCPs issued in the 2021 calendar year were issued within 20 weeks; with the average number of weeks to issue Final EHCPs standing at 28.3 weeks



Although total EHCP numbers have gone up by 6.53% this year, the number of pupils in Independent and Non-maintained Sector (INMS) settings, in particular has continued to rise at a much higher rate (16.26%).

Savings Delivery Update

17. The portfolio has a number of 2021/22 savings included within the budget and one saving outstanding from the 2020/21 financial year. Details of these savings are included in the table below:

Saving Activity	2020/21 Savings £000	March 2022		Narrative	2022/23
Improve School Trading Offer	150	25	R	School trading income has been affected by the pandemic and therefore income has not been generated to meet the new budgeted target.	G
		100	G		

Saving Activity	2021/22 Savings £000	March 2022		Narrative	2022/23
Home to school transport – increased internal fleet	300	300	G		G
Home to school transport – greater taxi competition	200	163	G	£0.163m saving has been achieved through some keener pricing, this is lower than the £0.2m target.	G
		37	R		R
Improve school trading offer (year 2 savings)	150	150	R	School trading income has been affected by the pandemic and therefore income has not been generated to meet the new budgeted target.	A
Charge Inclusion and Disadvantaged Pupils Programme to School Effectiveness	127	127	B		B
Review of Agency Staffing	4	4	B		B

Savings Key:
R Significant Risk A At Risk G On Track B Delivered

Capital Programme

Performance Summary - Capital

18. There are 45 schemes within the portfolio; 31 of the schemes in delivery are rated green, indicating that the schemes are progressing as planned, eight of the schemes are rated at amber, indicating that there is an issue, but that it can be dealt with by the project manager or project delivery team, four schemes are rated as red, indicating that there are significant issues requiring corrective action and two schemes are being managed by schools directly.

19. An update on the progress of the schemes rated red and amber are detailed in the table below.

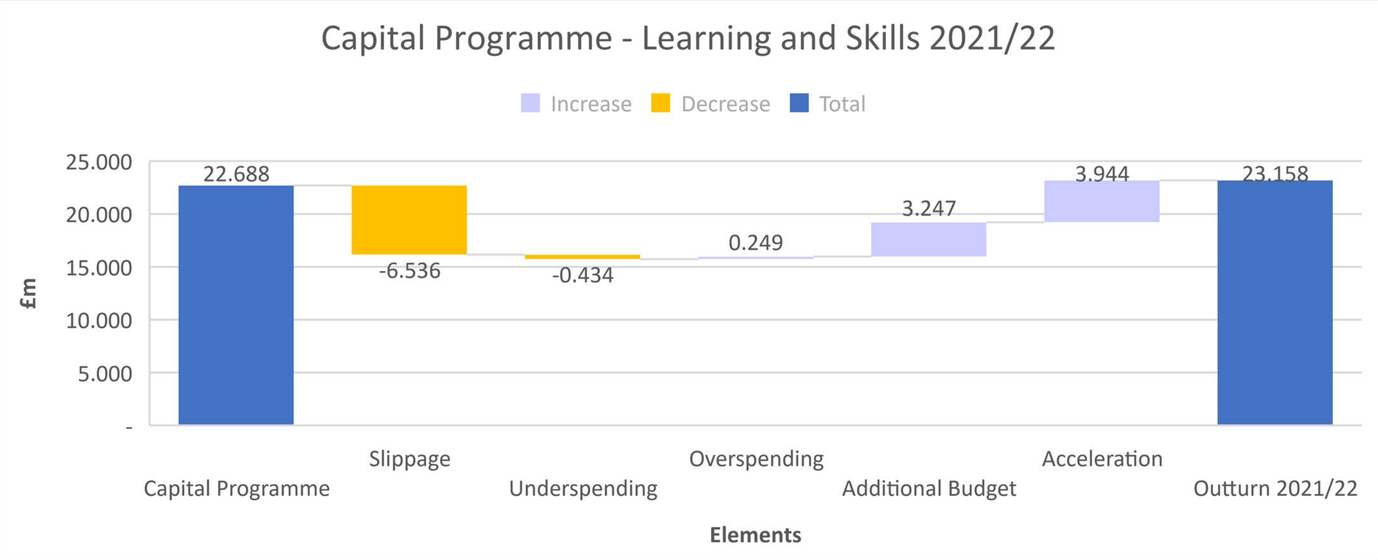
Scheme	RAG Status at 31st March	Reason	Latest RAG Status	Updated Position
Burgess Hill Northern Arc Secondary School	RED	Additional requirement for SEND Support Centre and target price.	RED	Time and cost pressures being reviewed.
Edward Bryant Special Support Centre	AMBER	Cost estimate following Feasibility higher than expected.	AMBER	Options being considered.
Forest School Co-Ed works	AMBER	Cost estimate following Feasibility higher than expected.	GREEN	Additional funding approved.
Maidenbower Infants - Special Support Centre	AMBER	Additional scope requires additional funding.	AMBER	Service to submit Change Request.

Scheme	RAG Status at 31st March	Reason	Latest RAG Status	Updated Position
Midhurst Rother College	AMBER	RIBA stage two cost increase.	GREEN	Key Decision approved providing required additional funding.
Nyewood CoE School	AMBER	Project completed - Small overspend to be rectified.	AMBER	Awaiting Change Request for additional funding.
Palatine SEN Primary School (Design)	RED	Planned completion date not achievable due to planning delays.	RED	
Parklands Primary	RED	Defects.	RED	Defect management to continue until August 2022.
QEII Silver Jubilee School	RED	Cost Pressures.	RED	Options being considered.
S106 Infrastructure Budget Programme	AMBER	Cost Pressures.	AMBER	Options being considered.
S106 Forest School AWP	AMBER	Water Neutrality statement not accepted resulting in delay.	AMBER	
S106 Slinfold - Design Stage	AMBER	September 2022 delivery at risk due to delays with the school bringing forward requirements.	AMBER	Options being considered.
Safeguarding Programme	AMBER	Final account indicates overspend, mainly due to work at Sheddingdean Primary School.	AMBER	Awaiting Change Request for additional funding.
Woodgate Primary School	AMBER	Project completed but issue with the safeguarding line of fencing.	AMBER	Options being considered.

Finance Summary - Capital

20. The capital programme; as approved by County Council in February 2021, agreed a programme totalling £19.506m for 2021/22. £3.182m of expenditure, originally profiled to spend in 2020/21, was slipped into 2021/22, revising the capital programme to £22.688m.

21. During the year, the Portfolio spent £23.158m, a reduction of £3.484m when compared to the profiled spend in December 2021.



Key:

Capital Programme – The revised planned expenditure for 2021/22 as at 1st April 2021.
Slippage – Funding which was planned to be spent in 2021/22 but has since been reprofiled into future years.
Underspending – Unused funding following the completion of projects.
Overspending - Projects that require further funding over and above the original approved budget.
Additional Budget – Additional external funding that has entered the capital programme for the first time.
Acceleration – Agreed funding which has been brought forward from future years.
Outturn 2021/22 - Financial year capital programme expenditure.

22. Details of the main movements of the financial profiling within the capital programme between December and March are as follows:

- **Slippage: (-£6.536m). Movement since Q3 report: (-£4.152m).**

    - **Community Schools Capital Maintenance Grant: (-£0.773m).** This project has reprofiled due to several factors including materials shortage, procurement delays and schemes being reprocured. These have had a knock-on effect in delays for getting on site.

    - **S106 Infrastructure Programme - (-£0.808m)** – This block allocation is made up of twenty projects, there has been delays in relation to design, procurement, planning and reworking the scope of projects therefore £0.303m has been reprofiled into future years.

    - **Burgess Hill Northern Arc, West of Chichester and Pease Pottage Primary School – (-£0.310m) -** These projects are developer led school therefore WSCC's role in the project is as a technical advisor only. £0.310m has been reprofiled into future years due to delays which has resulted in no designs being submitted, hence no costs being incurred as we have no designs to review.

    - **Forest Boys School – (-£0.350m) –** Funds has been reprofiled into 2022/23, due to the works on Phase Two science labs taking longer than first anticipated.

    - **St Margaret's SSC – (£-0.235m) -** Funds has been reprofiled into 2022/23 due to delays in the design stage of the project

- **Section 106 FFE & IT – (£-0.178m) –** These works are being managed directly by the schools; works have not progressed as quickly as we were informed.

- **Palatine – (-£0.176m) –** This project has been reprofiled into future years due to delays in planning, design & procurement

- **Various Projects – (£1.322m)** – Balance of remaining slippage covering various Basic Need, S106 and Special Schools Sufficiency projects within the Portfolio.

* **Underspending: (-£0.434m). Movement since Q3 report: (-£0.024m).**

  - **Heronsdale: -£0.024m.** Project has completed and under budget therefore the remaining grant funding has been returned to SEND pipeline to help fund future projects.

* **Overspending: £0.249m. Movement since Q3 report: £0.249m.**

  - **Safeguarding in schools - £0.191m.** Works have overspent resulting in an additional £0.191m being spent in 2021/22.

  - **Warden Park, Cornfield and Whytemead Primary - £0.058m -** Small overspends on projects resulting in an additional £0.058m being spent in 2021/22.

* **Additional Budget: £3.247m. Movement since Q3 report: £0.000m.**

* **Acceleration: £3.944m. Movement since Q3 report: £0.443m.**

  - **Schools Access Initiative: £0.199m.** Funding has been accelerated due to an increase in requests from schools being higher than first anticipated.

  - **Devolved Formula Capital Grant: £0.244m.** This budget is held by individual schools. This year schools have spent more than we anticipated and therefore the programme has been adjusted.

23. The latest Capital Programme Budget Monitor is reported in **Appendix 4**.

Risk

24. There are no corporate risks assigned to this portfolio. Risks allocated to other portfolios are specified within the respective appendices of this report. Further detail on all risks can be found in **Appendix 5** - Corporate Risk Register Summary.

Community Support, Fire and Rescue Portfolio - Summary

Performance Summary

1. The Portfolio has a number of performance highlights to report this quarter:

Fire and Rescue Service

- With the continued challenges for safe and well visits we have focussed on conducting sustained post fire activity in and around the communities where fires have occurred. This is proving beneficial with a number of additional referrals and fire safety checks being undertaken by our crews and volunteers.

- To supplement our full fire safety audits, our frontline crews are now conducting business fire safety checks in low-risk high street premises like shops and take-aways. These are premises that would otherwise not attract an inspection by the fire service, but the early indication is that this activity is yielding some positive risk reduction results and helping our partner agencies with other regulatory issues such as housing and environmental health.

- The new joint fire control centre continues to deliver improvements with the latest changes to the mobilising system helping to improve appliance attendance times. We have also approved a new working group to begin to look at future technology that will further assist the reduction in mobilising times and wider operational awareness for control.

- Now that the Community Risk Management Plan (CRMP) has been approved and launched we are busy planning the implementation to ensure that the key proposals and objectives of the plan are delivered in a prioritised and timely way. Starting with the extension of the day crewed system and review of the retained duty system we anticipate these two projects will contribute significantly to the improved availability, resilience, and performance of the service.

- To ensure the golden thread of the CRMP all the objectives filter down through the organisation into service plans which get approved at our Service Executive Board and then into the personal objectives for our teams which are being set as part of the performance discussions which are being completed this quarter.

Community Support

- During this quarter the National Test and Trace service allocated over 24,000 cases for contact tracing to the Community Hub until the announcement made by the Prime Minister on 21 February 2022 which set out the plans for living safely with Covid-19 in England ceasing contact tracing activity.

- The Community Hub have been working closely with internal teams, partners and District and Borough Councils utilising the Household Support Fund to support over 14,000 individuals across 5,100 households during quarter four. This support has been focused on those requiring support with food, energy, water bills and who are experiencing hardship for reasons not necessarily linked to Covid-19.

- At the end of quarter four, the Community Hub began leading on a range of activities to support the Homes for Ukraine Scheme including DBS checks, safeguarding checks and property visits for all Sponsors. The Community Hub is managing all contact and enquiries from Sponsors including an online enquiry form, telephone, and email enquiries.

- The Customer Relations Team have continued to successfully manage the upswing in complaints following the easing of pandemic restrictions, processing 497 new Complaints and MP enquiries over the last quarter as well as 26 stage two complaints.

- In quarter four the Registration Service has seen deaths go back to pre-pandemic levels, however due to workload of doctors and hospitals we are having significant delays in receiving the medical certificate of cause of death (MCCD), which has a knock-on effect on timeliness to register.

- We saw a record number of notices in March due to the high demand for ceremonies across the County. An additional 500 ceremonies have been booked for this year as of 1st April 2022.

- The One Public Estate (OPE) initiative has continued to develop and deliver fifteen projects during quarter four. WSCC has been awarded £0.1m development funding to support development of new OPE projects.

- In March the Record Office was awarded a £0.092m grant to carry out a survey of AIDS and HIV archives in England and Wales over the next two years. The archive of AVERT, a leading HIV charity set up in Horsham in 1986, was deposited at the Record Office in 2021.

- Customer visits to library buildings have grown 250% over the year, reflecting continued resumption of services, representing 50% of pre-pandemic levels. Physical book borrowing has returned to 80% of pre-pandemic levels, evidencing the need to re-grow the programme of events and activities providing community-based support in addition to the digital offer which has been widely used during the pandemic and is being sustained.

- Healthy Child Programme clinics began operating from 12 libraries during quarter four, sustaining local access to health visitors for families in those communities.

- As part of the work that the Trading Standards undertakes to prevent age restricted products being sold to children the Service requested a review of a Littlehampton shop's alcohol licence after it sold two bottles of alcohol to a child volunteer. The shop had already received advice and guidance from officers after receiving reports that e-cigarettes were being supplied to children. The licence was suspended for seven days. A similar process is underway for a Worthing shop.

Our Council Performance Measures

	Community Support, Fire and Rescue	2021/22 Target	Performance Over The Last 3 Periods			DoT	Performance Analysis	Actions
			Sep-21	Dec-21	Mar-22			
3	Fire Safety Order regulated buildings in West Sussex having received an audit under the Risk Based Inspection Programme. Measured cumulatively in each financial year, from 1st April. Reporting Frequency: Quarterly, Reported a quarter in arrears.	1,750	468	623	841	↗	Mar-22: The wider protection and fire safety environment is a very challenging one currently with significant demand for qualified people to assist with the changes in fire and building safety regulations. This has created unexpected turnover for our protection team and challenges in recruitment and retention. This has affected our ability to meet the target of 1750 visits which is based on a full department staffing model that is operating at competent level. Significant recruitment has taken place but this has the effect of further demand on qualified staff to help in developing new starters and Covid is also still playing a part in restricting numbers, both from a staffing perspective, but also from having the right person at the audit from the business to provide the right information.	Significant work has taken place to recruit colleagues with skills and backgrounds that will expedite their development in fire safety. We are also working hard to attract qualified officers back into the service to support schemes such as primary authority and fire safety engineering. Now that the new fire safety system and smarter working has been embedded, we are confident that officers will be able to work independently of the office in order to improve productivity and respond quicker to fire safety issues that occur at short notice. We are also continuing the roll out training for station-based response crews to undertake fire safety checks within their communities. Whilst these will not be recorded as full audits, they will reduce risk and increase our footprint into the built environment and therefore enhance our business engagement, providing additional routes to identify unsafe fire safety practice. These checks are already proving valuable with increasing evidence of wider fire safety concerns being uncovered by crews that ordinarily may not have surfaced through our routine inspections.
			Sep-21	Dec-21	Mar-22			
10	Number of Safe and Well Visits delivered to households with at least one vulnerability or risk factor. Measured cumulatively in each financial year, from 1st April. Reporting Frequency: Quarterly, Accumulative. Reported a quarter in arrears.	4,000	1,561	2,468	3,355	↗	Mar-22: In Q4 we carried out 883 SWVs and 192 home checks. We have seen a month on month increase in visits in 21/22, ending the year with a 38% increase on last April's figure. We attribute the increase to the remedial actions taken and the ongoing development of referral pathways. Staff based at fire stations have undertaken reactive post-incident as well as proactive referral generation activity. Whilst restrictions relating to the pandemic have been removed, the impact of the pandemic remains evident with a reduction in referrals and requests for visits with vulnerable people still less willing to have services in their homes. Neighbouring FRSs have seen similarly low numbers of visits. Whilst the total number of visits is below this year's target we have delivered a 12% increase on last year. The emergence of the Omicron variant in Q1 resulted in a shortfall that we were unable to recover from. In addition to the 3355 full visits completed we have visited a further 1075 homes to repair, replace, or install smoke detection equipment, with advice being provided where relevant – this gives a total number of visits to 4,430 homes that the FRS visited to make people safer.	We continue to work with our partners, particularly in health and social care, along with telecare providers to increase referrals of Safe and Well Visits. We are also offering revisits to some members of the public due to the time since we lasted visited them. We have changed the way our stations are supporting and completing Safe and Well Visits through new guidance and we are reviewing risk reduction activity to ensure that every contact can result in a Safe and Well Visit where possible. In many cases the resident has declined a full Safe and Well Visit, this may in part be due to Covid which we hope will change as we move forward. We continue to use data to target our activity to areas in which our most vulnerable residents live and we are making the most of every opportunity to deliver focused community safety activities following incidents at residential properties. This will lead to more prevention activity being delivered to those at risk or those affected by an incident.
			Sep-21	Dec-21	Mar-22			
42	Percentage of 'critical fires' where the first appliance in attendance meets our emergency response standard Reporting Frequency: Quarterly, Reported a quarter in arrears.	89.0%	82.1%	86.7%	93.6%	↗	Mar-22: Performance for this quarter is 93.58%, which is our highest recorded quarter for this performance measure. For the last nine months we have been trialling the Dynamic Cover Tool (DCT) in fire control. This tool allows control operators to assess the impact of any standby moves on response times before implementing them. In Q4 we adjusted the way that the DCT is used by providing data on response times broken down to a district or local level to the control room operators. The first quarter's results for this approach are promising but we will continue to monitor and to ensure that this is an embedded improvement.	We are carefully monitoring the impact of the DCT and continue to work with JFC to train the control operators and identify every possible efficiency in our mobilising system. We also continue to undertake work at our fire stations to ensure we are doing everything we can to respond to incidents as quickly as possible.

	Community Support, Fire and Rescue	2021/22 Target	Sep-21	Dec-21	Mar-22	DoT	Performance Analysis	Actions
43	Percentage of 'critical special service incidents' where the first appliance in attendance meets our emergency response standard Reporting Frequency: Quarterly, Reported a quarter in arrears.	80.0%	77.1%	77.9%	80.6%	↗	Mar-22: We measure critical special service calls separately from critical fires. Critical special service calls can occur anywhere in the county and often away from the population centres which either (due to the number of incidents) warrant a wholetime fire station or have sufficient population density to support an RDS station. This is the most challenging of our three attendance measures and is particularly influenced by the availability of RDS appliances. Performance for this quarter is 80.06%, which is our joint second highest recorded quarter's performance. For the last nine months we have been trialling the Dynamic Cover Tool (DCT) in fire control. This tool allows control operators to assess the impact of any standby moves on response times before implementing them. In Q4 we adjusted the way that the DCT is used by providing data on response times broken down to a district or local level to the control room operators. The first quarter's results for this approach are promising but we will continue to monitor and to ensure that this is an embedded improvement.	We are carefully monitoring the impact of the DCT and continue to work with JFC to train the control operators and identify every possible efficiency in our mobilising system. Specifically with critical special service calls we are working with partner agencies to help improve the time taken to transfer calls and information. We also continue to undertake work at our fire stations to ensure we are doing everything we can to respond to incidents as quickly as possible as well as maximise the availability of RDS fire engines at times of the day when we know these incidents are most likely.
4	Percentage of suspected scam victims, identified to WSCC by the National Trading Standards Scams Team, receiving a pro-active intervention from the Trading Standards Service Reporting Frequency: Quarterly	100.0%	82.0%	100.0%	100.0%	→	Mar-22: The Service has been able to maintain a 100% intervention rate to the referrals received from the National Scams Team.	Using proceeds of crime confiscated from rogue traders a project is underway installing call blocker devices to protect the vulnerable in their own homes.
33	Use of virtual/digital library services by residents Reporting Frequency: Quarterly, Accumulative	5.45m	2.93m	4.31m	5.81m	↗	Mar-22: We are continuing to see higher than normal levels of demand for eBooks and virtual library services, evidence of some customers making greater use of online services which they found through lockdowns.	Continue to support growing demand though investment in eLibrary platforms and production of virtual and online library events content
34	Number of people reached and supported via the West Sussex Community Hub during the Covid-19 pandemic Reporting Frequency: Quarterly, Accumulative	35,000	59,097	62,270	76,477	↗	Mar-22: 76k residents supported to March 2022. This includes 59k residents supported as part of the Central Government Covid-19 Shielding Programme, which ended on the 15/9/2021. From October 2021 the Community Hub has supported residents with Covid-19 related needs and households with wider essential needs such as food, energy, and water bills via the Household Support Fund. Please note this measure does not include the volumes for the Local Tracing Partnership.	The Community Hub continues to provide support to residents remaining agile in its delivery, flexing to support where required, helping those who need additional help and support due to the impact of COVID-19 and to vulnerable households.

Finance Summary

Portfolio In Year Pressures and Mitigations

Pressures	(£m)	Mitigations and Underspending	(£m)	Year end budget variation (£m)
Covid-19 pandemic expenditure. *(Covid-19 position is reported in Appendix 2)*	£10.271m	Funding from Covid-19 grant *(Covid-19 position is reported in Appendix 2)*	(£10.271m)	
Fire – Additional costs within the Electronic Services Group and Joint Fire Control	£0.250m	Fire – Reduced support costs arising from staffing vacancies across the Fire Service	(£0.206m)	
Fire - Increased pressure from supply of enhanced tactical PPE firefighter uniforms	£0.088m	Fire – Reduced spend in fleet services on staffing and fuel	(£0.082m)	
Fire - Increase in costs of front-line provision driven by increased overtime within the Fire Response Service	£0.333m	Communities – Increased demand for registrar's services	(£0.222m)	
Communities – Additional cost following work undertaken on long inquests	£0.189m	Communities –Staffing vacancies and additional income within Trading Standards	(£0.248m)	
		Communities – Underspending and staffing vacancies within Libraries, Archives and Safety and Wellbeing teams.	(£0.487m)	
		Communities - In year underspending from homeworking/ change in service delivery due to pandemic restrictions	(£0.065m)	
Community Support, Fire & Rescue Portfolio - Total	**£11.131m**		**(£11.581m)**	**(£0.450m)**

Significant Financial Issues and Risks Arising

2. There are no significant issues to raise within this section.

Financial Narrative on the Portfolio's Position

3. The 2021/22 outturn position for the Community Support, Fire and Rescue Portfolio is an underspend of £0.450m. This is a reduction of £0.753m when compared to the £0.303m overspend forecasted in December. The main movement during this period relates to a reduction in staffing expenditure within Communities.

Review of the 2021/22 Financial Year

4. During the year, a number of pressures emerged within the Fire and Rescue Services including:

   - £0.250m of additional costs relating to the Electronic Services Group and the operation of the Joint Fire Control.

   - £0.088m of additional costs relating to the supply of enhanced tactical protective firefighter uniforms.

- £0.333m of additional costs within front line services covering Response, Prevention and Protection largely driven by overtime expenditure within the Fire Response team.

5. These costs have been partly mitigated by £0.260m of reduced support costs arising from vacancies across the Fire Service and a £0.082m underspend in Fleet Services following a staffing vacancy and a reduction in planned fuel costs where reduced utilisation has exceeded inflationary price pressures.

6. Within Communities, the Coroner's Service have had £0.189m of additional costs associated with the undertaking of inquests during the year. This budgetary pressure has been mitigated by:

   - £0.222m of increased income from Registrar's Services, due to an increase in demand for ceremonies following the relaxation of Covid-19 restrictions during the year.

   - £0.248m of underspending within the Trading Standards Service following in-year staffing vacancies and additional income.

   - £0.487m of underspending within Libraries, Archives and Safety and Wellbeing Teams due to staffing vacancies during the pandemic.

   - £0.065m of in-year homeworking savings as a direct result of reduced travel during the pandemic.

Proposed Carry Forward Requests

7. A number of carry forward requests have been actioned during the closing of the accounts including the following items within the Community Support, Fire and Rescue Portfolio:

2021/22 Carry Forward Requests	Amount
Domestic Homicide Reviews – Due to legal processes beyond the authorities' control, there are a number of outstanding review cases which were not completed in year. The cost of these reviews (once complete) will be realised in 2022/23.	£115,000
Bequest for Worthing Fire Station – A generous bequest has been left to Worthing Fire Station. Plans are being considered on how this gift will be utilised.	£98,000
Trading Standards - Proceeds of Crime Act (POCA) Restricted Funds – Funding received from proceeds of crime has been carried forward into 2022/23 to be used for specific projects in detection and prevention of future crime.	£37,800

Savings Delivery Update

8. The portfolio has a number of 2021/22 savings included within the budget and one saving outstanding from the 2020/21 financial year. Details of these savings are included in the table below:

Saving Activity	2020/21 Savings £000	March 2022		Narrative	2022/23
Communities - Increased income from Registrars Services	150	150	B		B

Saving Activity	2021/22 Savings £000	March 2022		Narrative	2022/23
Development of adapted Library Service offer in conjunction with Parish Councils	70	70	G	Discussions with Parish Councils are continuing to deliver this saving on a long-term basis; however, in year mitigations have been found.	A
Increased income from copy certificates for Registrars' Services	150	150	B		B
Removal of Community Initiative Fund (CIF)	140	140	B		B
Review of Partnerships & Communities Team	70	70	B		B
Review of agency staff	8	8	B		B

Savings Key:
R Significant Risk · A At Risk · G On Track · B Delivered

Capital Programme

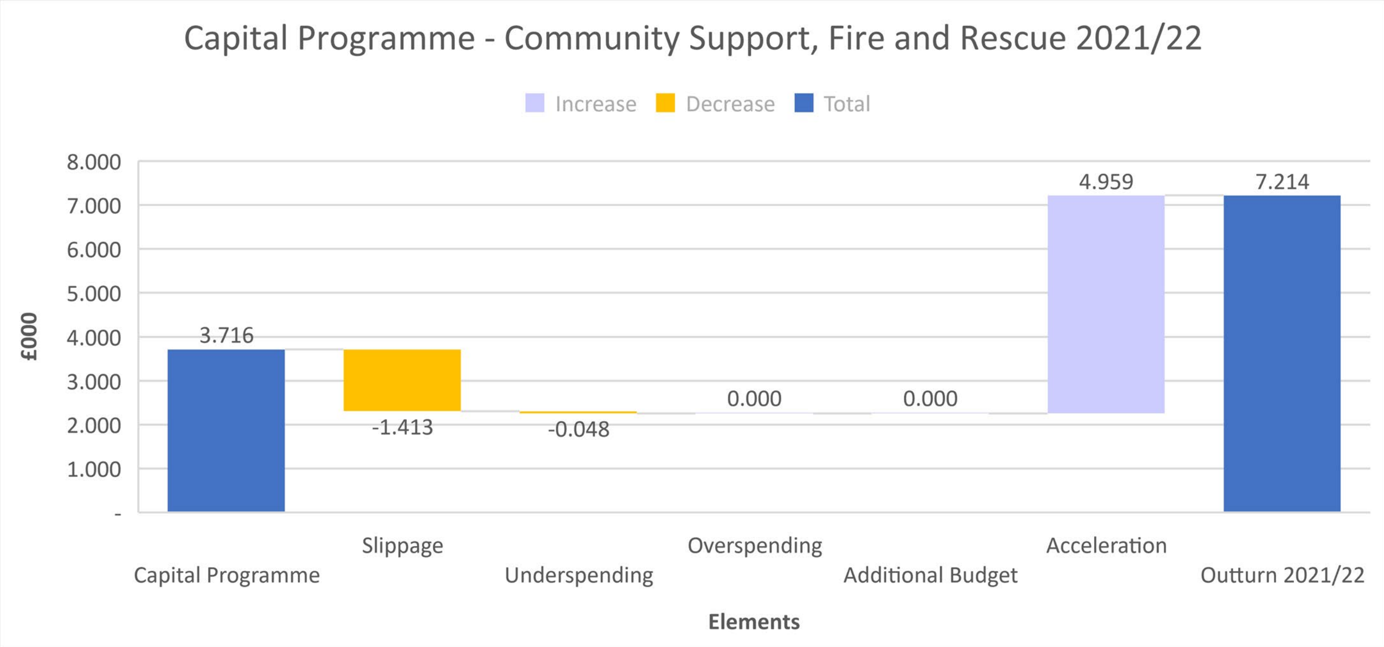
Performance Summary - Capital

9. There are six schemes within the portfolio with all six schemes in delivery rated green, indicating that the schemes are progressing as planned.

Finance Summary - Capital

10. The capital programme; as approved by County Council in February 2021, agreed a programme totalling £3.645m for 2021/22. £0.071m of expenditure, originally profiled to spend in 2020/21, was slipped into 2021/22, revising the capital programme to £3.716m.

11. During the year, the Portfolio spent £7.214m, an increase of £2.484m when compared to the profiled spend in December 2021.



Key:

Capital Programme – The revised planned expenditure for 2021/22 as at 1st April 2021.
Slippage – Funding which was planned to be spent in 2021/22 but has since been reprofiled into future years.
Underspending – Unused funding following the completion of projects.
Overspending - Projects that require further funding over and above the original approved budget.
Additional Budget – Additional external funding that has entered the capital programme for the first time.
Acceleration – Agreed funding which has been brought forward from future years.
Outturn 2021/22 - Total capital programme expenditure as at 31st March 2022.

12. Details of movements of the financial profiling within the capital programme between December and March are as follows:

- **Slippage: (-£1.413m). Movement since Q3 report: (-£0.463m)**

    - **Worthing Community Hub – (-£0.159m) -** This project has completed. £0.159m has been reprofiled into 2022/23 whilst the final invoices are negotiated, it is likely there will be a small underspend that would be returned corporately.

    - **Fleet – (-£0.150m) –** Small amount of slippage as costs profiled were slightly different to actuals, expenditure will go through in 2022/23.

    - **Fire Equipment – (-£0.134m) –** Internal resourcing issues are causing delays in being able to progress for approval therefore the funding has been reprofiled into 2022/23.

    - **Fire Equipment – (-£0.020m) -** Internal resourcing issues are causing delays in being able to progress for approval therefore the funding has been reprofiled into 2022/23.

- **Underspending:** (-**£0.048m). Movement since Q3 report: £0.000m**

- **Acceleration: £4.959m. Movement since Q3 report: £2.947m**
    - **Live Training Centre and Horsham Fire Station: £2.947m -** Works on the new fire station have continued to progress at pace therefore funding from 2022/23 was accelerated to meet expenditure.

13. The latest Capital Programme Budget Monitor is reported in **Appendix 4**.

Risk

14. The following table summarises the risks on the corporate risk register that would have a direct impact on the portfolio. Risks to other portfolios are specified within the respective appendices to this report.

Risk No.	Risk Description	Previous Quarter Score	Current Score
CR60	There is a risk of failing to deliver the **HMICFRS improvement plan**, leading to an adverse effect on service delivery; which may result in failing any subsequent inspection.	15	15

15. Further details on all risks can be found in **Appendix 5** - Corporate Risk Register Summary.

Environment and Climate Change Portfolio - Summary

Performance Summary

1. The Portfolio has a number of performance highlights to report this quarter:

- West Sussex County Council responded as a statutory consultee to the formal consultation by National Highways on the A27 Arundel Bypass, a nationally significant infrastructure projects that is being taken forward under the statutory Development Consent Order (DCO) process. Responding to the consultation within the tight externally imposed timeframe involved extensive partnership working internally and externally with other consultees and key stakeholders in the DCO process.

- The County Council also responded to a number of formal and informal consultations by the Government relating to matters in the Environment Act 2021, including Biodiversity Net Gain, Local Nature Recovery Strategies (LNRS), and Protected Landscapes. Responses were also being prepared to consultations on related matters including a Nature Recovery Green Paper and proposed targets for waste, water, air quality and biodiversity.

- The County Council was provisionally appointed by the Government to prepare a Local Nature Recovery Strategy (LNRS) for West Sussex, which will involve extensive partnership working over coming years with partners authorities, East Sussex County Council and Brighton and Hove City Council, and key stakeholders, including the District and Borough Councils, the South Downs National Park Authority, the Sussex Nature Partnership, the Sussex Wildlife Trust, Natural England, and major landowners.

- A revised business case for the Halewick Lane battery site was also approved. A combination of the expanded system size (24MW) and a change to new, or 'first life' batteries rather than recycled 'second life' units will improve value for money. Having secured the £23.6m investment, the County Council is procuring a contractor for detailed design and build.

- Heat Decarbonisation Plans have been produced for 50 County Council buildings, including County Hall and Parkside, to show where fossil fuel systems could be replaced by low carbon technologies such as heat pumps. The plans were funded by a successful £326,000 bid to the Government's Low Carbon Skills Fund.

- The Energy Services Team acted swiftly to put in place temporary arrangements for the operation and maintenance of the Council's Tangmere and Westhampnett solar farm sites after its contractor, unexpectedly went into administration. An interim contract was let while permanent arrangements are finalised. The rapid response ensured the performance of the solar farms was not affected.

- Work commenced on a long-term programme of decarbonisation works prioritising amongst 50 sites on the basis of the potential emissions savings, avoiding disruption to the ongoing delivery of council services and value for money. This will also consider the future arrangements for council employees to undertake office-based working as part of the council's Smarter Working initiative. A similar set of studies is in the pipeline to assess carbon savings potential across a representative set of West Sussex schools.

- Work commenced to evaluate and prioritise amongst the many procurements the council undertakes to identify the most carbon intense activities, assess the viability of reducing their impact and what the market can deliver. This will result in a long-term programme of action to design services on a lower carbon basis, incorporate environmental criteria into procurement specifications and supplier contracts.

- Following Public consultation in quarter three, Cabinet approved that the pilot Recycling Centre booking system at the Bognor Regis, Crawley, Horsham, Littlehampton, Shoreham, and Worthing sites, in place since April 2021, should be made permanent. Same day booking was trialled as a service enhancement at Worthing and rolled out to all booking scheme sites in March.

- Cabinet gave approvals for the future variation of the Materials Resource Management Contract to allow for the processing of source-segregated food waste and the production of loose Refuse Derived Fuel (RDF) at the Mechanical Biological Treatment facility located at Warnham, Horsham. The commencement of a procurement for the disposal of RDF until 2035 (with possible extension until 2040) was also approved.

Our Council Performance Measures

	Environment and Climate Change	2021/22 Target	Performance Over The Last 3 Periods			DoT	Performance Analysis	Actions
			Sep-21	Dec-21	Mar-22			
22	Equivalent tonnes (te) of CO2 emissions from WSCC activities (CC) Reporting Frequency: Quarterly, Accumulative. Showing Previous Data Annually	30,521 CO2te	10,733 CO2te	20,086 CO2te	30,400 CO2te	↗	Mar-22: • Carbon emissions for Q4 totalled 10,314 tonnes of CO2e, -9% vs 20/21 and -8% vs the 19/20 baseline. This retains performance in-line with targeted 2021/22 total emissions volume. • Heat demand was the primary emission source, owing to the winter months covered within this quarter. Demand was though reduced compared to 20/21, in part due to warmer external temperatures. • Recorded 21/22 carbon emissions have matched our targeted KPI of a 10% reduction against the 19/20 baseline. • Heat demand from the Schools Estate remained the largest recorded source of carbon emissions. • Total carbon emissions from the Schools Estate rose marginally, with onsite activity increasing as the impact of covid restrictions dissipated. This increase was partly offset by reduced emissions within the Corporate Estate. • Business Transport related emissions showed a minor increase across the year as activity returned post Covid-19 restrictions, though remains significantly lower than pre Covid-19 levels.	Work continues on the actions set out in the Carbon Management Plan to achieve net zero carbon by 2030.

Environment and Climate Change		2021/22 Target	Performance Over The Last 3 Periods			DoT	Performance Analysis	Actions
			Jun-21	Sep-21	Dec-21			
23	Household waste recycled, reused or composted (CC) Reporting Frequency: Quarterly, Reported a quarter in arrears.	54.0%	53.8%	55.4%	55.3%	↘	Mar-22: Performance for the 12 rolling months ending December 2021, has exceeded the target for 2021-2022. The recycling rate usually falls back during quarters 3 and 4, and for quarter 3 the rate only dropped 0.1% compared to quarter 2. Total household waste, and household waste sent for recycling, reuse or composting has decreased very slightly when compared to the previous 12 month rolling figure. Waste Collection Authority and Recycling Centre recyclate has dropped at a marginally higher rate than residual tonnages, explaining the very small decrease on the September 2021 rate. The increase in the cost of living is highly likely to reduce household waste levels going forward, although the impact on the recyclable proportion is harder to predict.	The 55.3% reported for December 2021 is the highest rate for West Sussex since Waste Data Flow records began and continues to exceed the 2022 target of 54%. Work continues to sustain the high levels of wood recycling achieved over the past few years at the RCs. In addition to this hard plastics are now being accepted for recycling at a number of RCs and a reuse centre is running successfully at Billingshurst with the potential for expansion. Improvement Projects with the District and Boroughs continuously seek ways to improve performance including, in some areas, implementing the separate collection of waste electrical and electronic equipment, textiles and batteries. Uncertainty prevails for when Local Authorities will be required to arrange for the separate collection of food waste from households. Once clarity is received, further fundamental work can be untaken to ensure that West Sussex complies with the policies stated in the Environment Act 2021.

Finance Summary

Portfolio In Year Pressures and Mitigations

Pressures	(£m)	Mitigations and Underspending	(£m)	Year end budget variation (£m)
Covid-19 pandemic expenditure. *(Covid-19 position is reported in Appendix 2)*	£0.233m	Funding from Covid-19 grant *(Covid-19 position is reported in Appendix 2)*	(£0.233m)	
Unit price increase on energy tariffs, affecting corporate buildings	£0.515m	Increase in recyclate income	(£2.150m)	
Net increase waste tonnages	£0.260m	Additional Solar and Battery Farm income due to an increase in unit prices	(£1.030m)	
Other minor variations	£0.168m	In year underspending from homeworking/ underspend on corporate utility usage – (reduced usage within Corporate buildings)	(£0.300m)	
		Increase in planning income	(£0.120m)	
Environment & Climate Change Portfolio - Total	**£1.176m**		**(£3.833m)**	**(£2.657m)**

Significant Financial Issues and Risks Arising

2. There are no significant issues to raise within this section.

Financial Narrative on the Portfolio's Position

3. The 2021/22 outturn position for the Environment and Climate Change Portfolio is an underspend of £2.657m. This is an increase in the underspending position of £0.292m when compared to the £2.365m underspend forecasted in December. The main movements during this period relates to an increase in

waste recyclate income and additional income generated by our solar and battery storage farms due to an increase in unit prices.

Review of the 2021/22 Financial Year

4. The Waste Service experienced a more stable year in 2021/22, with the avoidance of significant restriction and the national lockdowns of the previous year. Overall waste volumes have been slightly lower than in 2020/21 due to a number of factors including:

    - the implementation of the booking system at a number of Recycling Centres,
    - residents returning to their workplaces in greater numbers
    - the lifting of Covid-19 restrictions which has enabled residents to undertake activities outside of the home.

5. The Household Waste Recycling Sites have seen overall waste volumes in line with budgeted tonnages. The data shows that the Material Recycling Facility (MRF) has received around 7,500 tonnes (10%) more than estimated due to the increase in household waste recycling collected at kerbside in part due to continued home working arrangements.

6. Waste disposal tonnage volumes have been around 4% above budget. This increase in waste is largely due to residents disposing of more waste at home, rather than workplaces and other business venues due to Government Covid-19 restrictions. Overall, the overspend on net waste tonnage in 2021/22 due to the increased volumes was £0.260m.

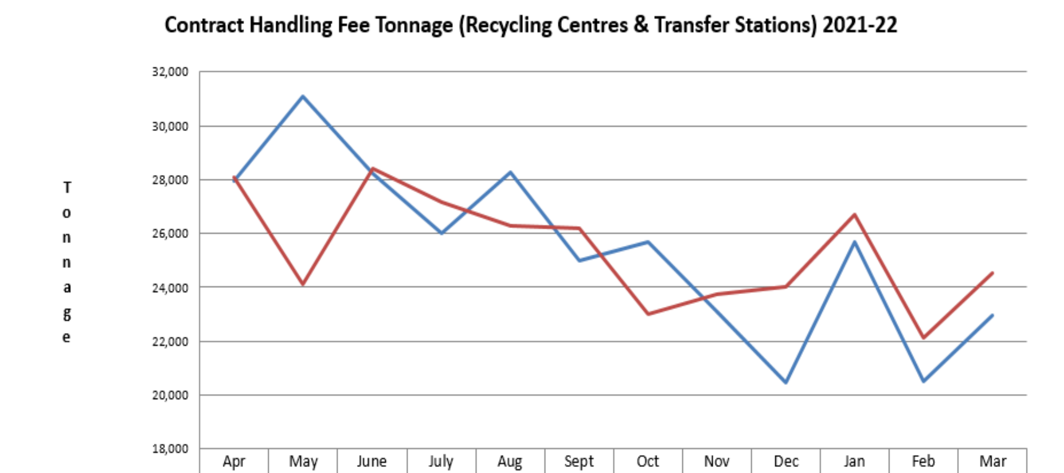
7. As at the end of 2021/22, we generated £2.150m of additional recyclate income due to the strong value of commodities and a small increase in the volume of recycling. Overall, we have seen a general upward movement in the value of recyclate. The largest driver of recycling income is waste paper and the value of this commodity strengthened from +£55 per tonne in March 2021 to a high of +£102 in September 2021. The value of this commodity has since fallen away slightly to £88 per tonne in February 2022, reminding us of the volatility of these markets. Other paper and card product values have stabilised or increased slightly over the past couple of months.

8. Prices for recyclate continue to be subject to global market influences reflecting the international nature of commodity supply and demand. The easing of pandemic restrictions and subsequent behavioural changes may also impact the volume of recyclables in the system, and we will continue to review values and volumes into the new year.

9. The value of energy generated by our Solar and Battery Storage Farms has been increasing steadily since the end of 2020/21 and has seen sharp upward movement in recent months. An additional £1.030m of additional income has been generated this financial year as a result of market forces. It is important to note that, corporately, some of the gain in income from the solar projects has offset the increased cost in corporate utilities arising from the higher unit rate.

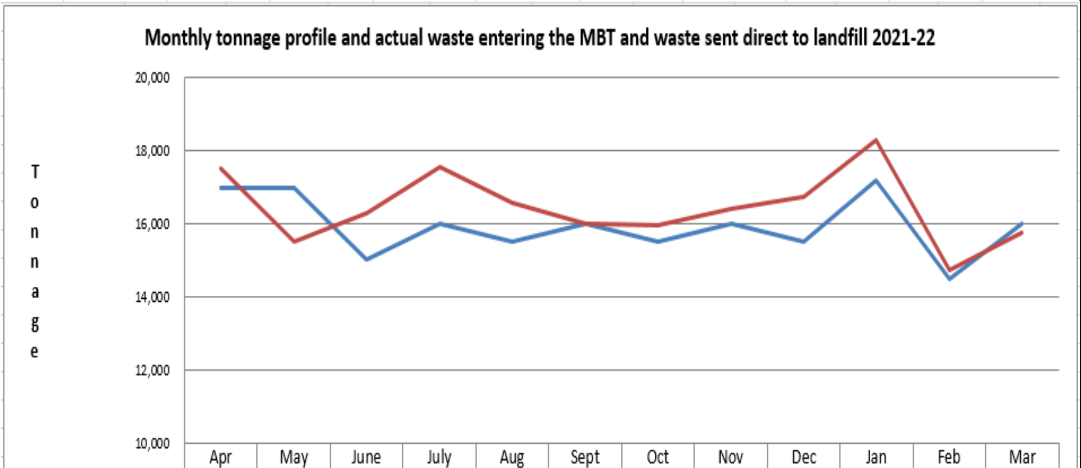
10. Although most County Council buildings have been operating with reduced occupancy and consumption during the year, the utilities budget has overspent, with price increases of 20% on electricity and 40% on gas leading to a £0.515m overspend. This has been partly mitigated from savings of £0.300m following a reduction in building occupancy as staff worked from home in accordance to government guidelines. It is important to note that the hedging strategy adopted by our broker LASER Energy Buying Group has likely resulted in a cica.40% cost avoided on prevailing power prices and circa.52% on prevailing gas prices.

Cost Driver Information



	Apr	May	June	July	Aug	Sept	Oct	Nov	Dec	Jan	Feb	Mar
Budget Tonnages	27,967	31,086	28,239	26,023	28,274	25,003	25,703	23,091	20,464	25,686	20,525	22,939
Actual Tonnages	28,098	24,123	28,420	27,158	26,265	26,177	23,016	23,761	24,003	26,690	22,110	24,512
Variation	131	-6,963	181	1,135	-2,009	1,175	-2,687	670	3,539	1,004	1,585	1,573

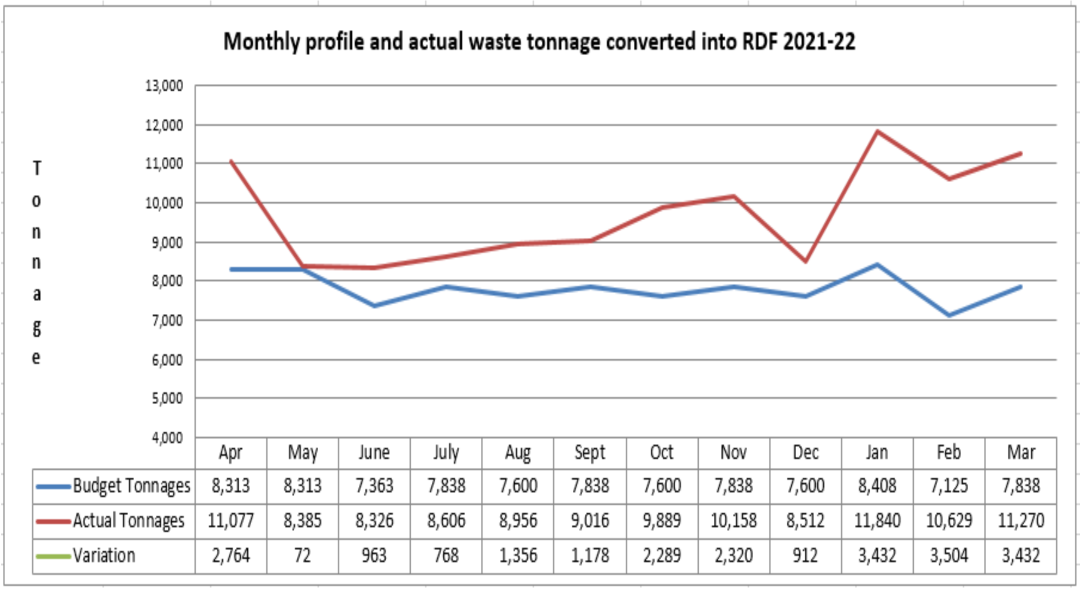
This graph shows tonnages received at the Household Waste Recycling Sites (HWRS) and Transfer Stations.



	Apr	May	June	July	Aug	Sept	Oct	Nov	Dec	Jan	Feb	Mar
Budget Tonnages	17,000	17,000	15,000	16,000	15,500	16,000	15,500	16,000	15,500	17,200	14,500	16,000
Actual Tonnages	17,504	15,525	16,279	17,541	16,591	16,015	15,978	16,416	16,742	18,308	14,716	15,735
Variation	504	-1,475	1,279	1,541	1,091	15	478	416	1,242	1,108	216	-265

Waste is transferred to the Mechanical Biological Treatment Centre (MBT) with a small proportion directly sent to landfill, as the waste is not suitable for treatment through the MBT.

This graph demonstrates tonnes sent to the Warnham Mechanical Biological Treatment site for each month compared to the forecast profile and shows volumes at 4% higher than budgeted.



	Apr	May	June	July	Aug	Sept	Oct	Nov	Dec	Jan	Feb	Mar
Budget Tonnages	8,313	8,313	7,363	7,838	7,600	7,838	7,600	7,838	7,600	8,408	7,125	7,838
Actual Tonnages	11,077	8,385	8,326	8,606	8,956	9,016	9,889	10,158	8,512	11,840	10,629	11,270
Variation	2,764	72	963	768	1,356	1,178	2,289	2,320	912	3,432	3,504	3,432

This graph shows the Refuse Derived Fuel (RDF) production compared to the estimated levels.

RDF levels are overall around 25% above expectation.

Savings Delivery Update

11. The portfolio has a number of 2021/22 savings included within the budget. Details of these savings are included in the table below:

Saving Activity	2021/22 Savings £000	March 2022		Narrative	2022/23
Review Countryside Fees and Charges	20	20	G	Shortfall mitigated within the budget in 2021/22 Uptake to be monitored in 2022/23.	G
Community support for the mobile Household Waste Recycling Sites (HWRS)	50	50	B		B
Restructure of Waste Prevention budgets	128	128	B		B
Restructure of Electricity Budget	190	190	B		B
Development of battery storage site	100	100	G	The pandemic has led to some timing delays on the Halewick Lane project. This specific project is now expected to be completed in May 2022. Additional solar income during 2021/22 has enabled this saving to be delivered this year.	G
Charge for monitoring travel plans	50	50	G	New charge unlikely to deliver additional income until 2022/23 due to timescales associated with developer agreements. Shortfall is currently mitigated through over-achievement of other planning income within the budget.	G
Review of agency staff	2	2	B		B

Savings Key:							
R	Significant Risk	A	At Risk	G	On Track	B	Delivered

Capital Programme

Performance Summary - Capital

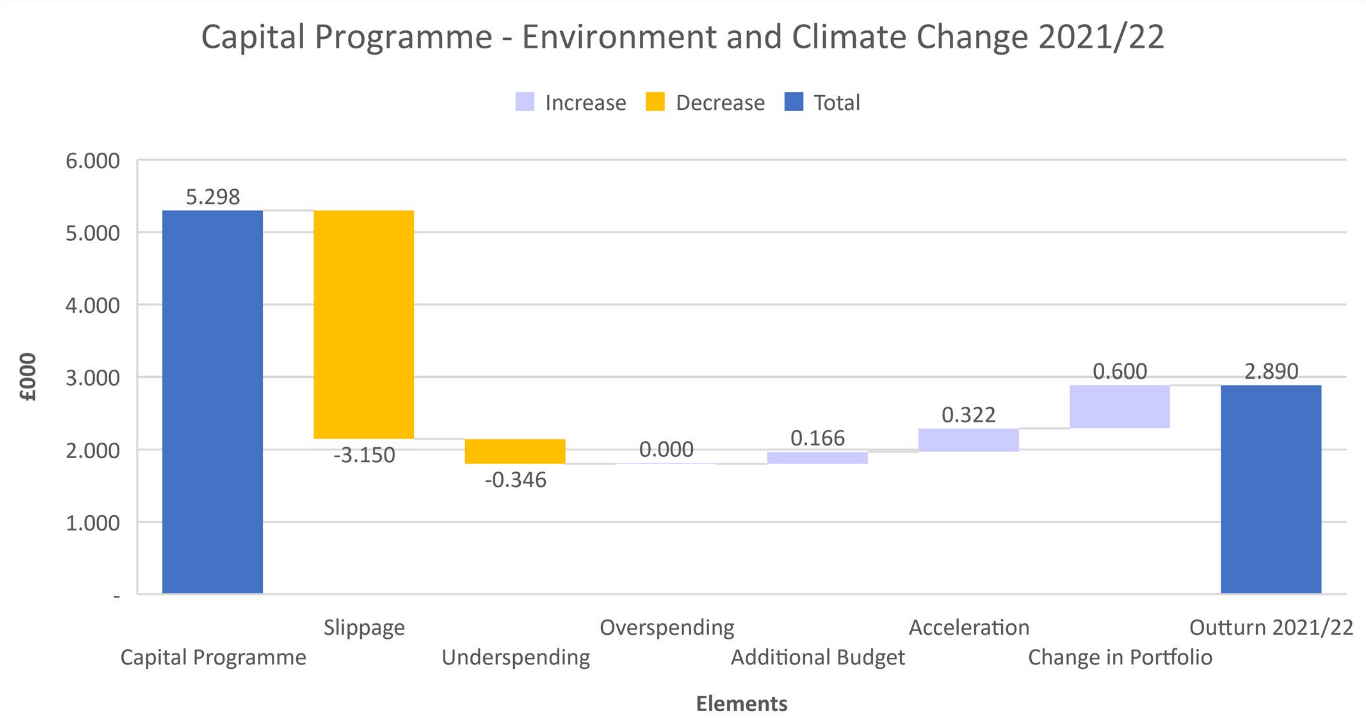
12. There are 11 schemes within this portfolio; nine of the schemes in delivery are rated green, indicating that the schemes are progressing as planned, and two is rated amber indicating that there is an issue but that it could be dealt with by the project manager or project delivery team. An update on the progress of the scheme not rated green is detailed in the table below.

Scheme	RAG Status at 31st March	Reason	Latest RAG Status	Updated Position
Schools Solar PV Installation	**AMBER**	Rectification of quality issues caused by one installer has caused some disruption to the programme.	**AMBER**	Remedial works in hand and compensation being sought.
Carbon Reduction	**AMBER**	Defects with Parkside Combined Heat and Power unit.	**AMBER**	Revised remedial programme received from contractor. Expected resolution date Apr 2022.

Finance Summary - Capital

13. The capital programme; as approved by County Council in February 2021, agreed a programme totalling £4.613m for 2021/22. £0.685m of expenditure, originally profiled to spend in 2020/21, was slipped into 2021/22, revising the capital programme to £5.298m.

14. During the year, the Environment and Climate Change Capital Programme spent £2.890m, a reduction of £1.873m when compared to the profiled spend in December 2021.



Key:

Capital Programme – The revised planned expenditure for 2021/22 as at 1st April 2021.
Slippage – Funding which was planned to be spent in 2021/22 but has since been reprofiled into future years.
Underspending – Unused funding following the completion of projects.
Overspending - Projects that require further funding over and above the original approved budget.
Additional Budget – Additional external funding that has entered the capital programme for the first time.
Acceleration – Agreed funding which has been brought forward from future years.
Outturn 2021/22 - Total capital programme expenditure as at 31st March 2022.

15. Details of the movements of the financial profiling within the capital programme between December and March are as follows:

- **Slippage: (-£3.150m). Movement since Q3 report: (-£2.415m).**

    - **Halewick Lane (YES) – (-£1.320m) –** A delay has occurred due to negotiations for land consent whilst a Decision is also required to move into Phase Three of the procurement. The Decision is currently progressing through the governance process; therefore, the funding has been reprofiled into future years.

    - **Climate Change Net Zero - (-£0.632m) –** This block allocation of works has not progressed as first anticipated, surveys are ongoing and once received will inform the works that will take place in 2022/23. The funding has been reprofiled.

    - **Flood Management – (-£0.159m) -** Angmering works have been delayed due to ongoing negotiations with the developer for additional funding towards the scheme therefore the funding has been reprofiled into future years.

    - **Operation Watershed – (-£0.138m) –** Internal service governance required for capital grants has meant timings have slipped to April therefore the funding has been reprofiled.

- **Faygate – (-£0.047m) -** Small amount of slippage as costs profiled were slightly different to actuals, expenditure will go through in 2022/23.

- **Schools Solar PV Programme (YES) – (-£0.036m) -** This project is close to completing. £0.016m has been reprofiled into 2022/23 to complete the remaining snagging on the programme.

- **Westhampnett Solar Farm (YES) – (-£0.034m) -** Small amount of slippage as costs profiled were slightly different to actuals, expenditure will go through in 2022/23.

- **Waste General After Care Works – (-£0.028m) -** Scope of works at Sompting gas field site are to be established and quotations sourced, therefore funding has been reprofiled into future years.

- **Schools Solar PV Programme (YES) – (-£0.012m) -** Small amount of slippage as costs profiled were slightly different to actuals, expenditure will go through in 2022/23.

- **Fairbridge Waste Transfer Site - Japanese Knotweed – (-£0.009m) -** This project is close to completing. £0.009m has been reprofiled into 2022/23 whilst the final payments are negotiated.

- **Underspending: (-£0.346m). Movement since Q3 report: (-£0.097m).**

  - **Various Schemes (YES) – (-£0.097m) –** Design expenditure on allocated sites has been completed therefore the remaining funding has been returned to the YES pipeline budget to fund future YES projects

- **Additional Budget: £0.166m. Movement since Q3 report: £0.017m.**

  - **Carbon Reduction: £0.017m.** A small amount of additional budget was required for this project in year.

- **Acceleration: £0.322m. Movement since Q3 report: £0.322m.**

  - **Waste Transformation: £0.300m.** In total, £0.600m of waste collection and disposal efficiency improvements have been undertaken this year meeting the qualifying criteria for capitalisation under the Flexible Use of Capital Receipts regulations. £0.3m had been assumed within the annual profile to be funded in year, leading to a further £0.3m requiring acceleration from 2022/23.

  - **Carbon Reduction: £0.022m.** Funds have been accelerated into 2021/22 as project is progressing quicker than first anticipated.

- **Change In Portfolio: £0.600m. Movement since Q3 report: £0.300m.**
    - **Waste Transformation Project - £0.300m –** Spend in relation to the waste services transformation project, identified as an eligible project under the Flexible Use of Capital Receipts funding, was held in the Support Services and Economic Development Portfolio. All spend relating to this project is now recorded under this portfolio.

16. The latest Capital Programme Budget Monitor is reported in **Appendix 4**.

Risk

17. The following table summarises the risks on the corporate risk register that would have a direct impact on the portfolio. Risks to other portfolios are specified within the respective appendices to this report.

Risk No.	Risk Description	Previous Quarter Score	Current Score
CR73	If there is a failure to adequately prioritise, finance and resource our efforts to deliver on WSCC Climate Change commitments (e.g., 2030 Carbon Neutrality), there is a risk that there will be **insufficient capacity and capability to complete the necessary actions within the required timeframes**. This will lead to prolonged variations in weather and adverse impacts on WSCC service provision.	12	12

18. Further detail on all risks can be found in **Appendix 5** - Corporate Risk Register Summary.

Finance and Property Portfolio - Summary

Performance Summary

1. The Portfolio has the following performance highlight to report this quarter:

   - During the quarter, Estates delivered Capital Receipts of £8.4m, bringing the total receipt for the year to £11.8m, exceeded the target for the year by £5.3m. This is particularly impressive given the difficult property market at present.

   - Work continues with a number of high-profile capital projects. Amongst these are the new Fire Station at Horsham and Woodlands Meed College. Both remain on target and within budget. Three of the Children and Family Centres and Youth Centres which were closed and handed back to the Estates team in the previous quarter have been identified as suitable for Community Asset Transfer and a selection process is under way to identify potential users. Consideration is being given to the alternative use of all of the other properties and implementation of the plan is progressing well.

Our Council Performance Measures

	Finance and Property	2021/22 Target	Performance Over The Last 3 Periods			DoT	Performance Analysis	Actions
16	New competitive tenders and their resulting contracts over the value of £500,000 include 'social value' criteria as part of the evaluation, in line with the Council's social value framework Reporting Frequency: Quarterly	40.0%	Sep-21	Dec-21	Mar-22		Mar-22: There were three eligible tenders over the value of £500,000 that required a Key Decision in the third quarter of 2021/22. Of the three tenders, one (33%) contained a social value consideration weighting of 10%. Although the fourth quarter saw a decrease in tenders with the 10% social value weighting, the overall average for the full reporting year is 53%, exceeding the target of 40%.	We continue to ensure we comply with obligations for Social Value and to measure the value and benefit it brings to our local economy.
			58.0%	70.0%	53.0%	↘		
49	Square metres of operational property (e.g. offices, libraries, fire stations etc) that are in use Reporting Frequency: Quarterly	170,000 m2	Sep-21	Dec-21	Mar-22		Mar-22: The target to reduce the size of the operational property estate was exceeded this year with a reduction in 17,375sqm or 10.75% . The reduction was largely achieved by the vacation of a number of Early Help properties between September and December 2021 as a result of the re-design of the Early Help Service and other rationalisation projects. The net increase in the size of the estate from the end of the third quarter was due to the acquisition of a lease of a new corporate office accommodation in Durrington. Over the year the number of operational properties reduced by 56 from 267 to 211.	We continue to maximise the use of our assets by disposing of surplus assets and continue looking creatively and how we might use our assets to support economic growth.
			172,808 m²	159,465 m²	161,625 m²	↘		
50	The aggregated unit cost of our services compared to our statistical neighbours Reporting Frequency: Annually	7th - 8th highest out of 15		2019/20	2020/21		2021/22 results due in March 2023 Feb-22: WSCC had the 4th highest expenditure out of all comparable local authorities. The 2021/22 forecast outturn shows an improvement to 8th position.	We are still in uncertain times, the Local Government Finance Settlement is only for 1 year (2022/23) with further fundamental reviews of financing anticipated, the pandemic is still with us and our relative position is dependent upon what happens in other local authorities not just what we do ourselves.
			New Measure - No Data	2nd highest out of 15	4th highest out of 15	↗		

52	New competitive tenders and their resulting contracts over the value of £500,000 include an appraised option for partnership working to assess opportunities for efficiency Reporting Frequency: Quarterly	20%	Sep-21 83.0%	Dec-21 100.0%	Mar-22 70.0%	↘	Mar-22: There were five eligible tenders over the value of £500,000 that required a Key Decision in the third quarter of 2021/22. Of the five tenders, two (40%) considered Partnership working within the business appraisal options process. Although the third quarter saw a decrease in contracts that considered partnership working compared to the previous quarter, the overall average for the reporting year is 70%, exceeding the target of 20%.	We continue to ensure partnership working consideration is embedding in our working practices.

Finance Summary

Portfolio In Year Pressures and Mitigations

Pressures	(£m)	Mitigations and Underspending	(£m)	Year end budget variation (£m)
Covid-19 pandemic expenditure. *(Covid-19 position is reported in Appendix 2)*	£0.895m	Funding from Covid-19 grant *(Covid-19 position is reported in Appendix 2)*	(£0.895m)	
Undelivered 2020/21 savings	£0.150m	In year underspending from homeworking/ change in service delivery due to pandemic restrictions	(£0.160m)	
Provision for doubtful debt. (*Technical Accounting Adjustment)*	£1.448m			
Costs associated with the change in Worthing office location - Centenary House to Durrington Bridge House. *(Technical Accounting Adjustment)*	£0.618m			
Insurance contributions *(Technical Accounting Adjustment)*	£0.527m			
Other minor variations	£0.139m			
Finance and Property Portfolio - Total	**£3.777m**		**(£1.055m)**	**£2.722m**

Significant Financial Issues and Risks Arising

2. There are no significant issues to raise within this section.

Financial Narrative on the Portfolio's Position

3. The 2021/22 outturn position for the Finance and Property Portfolio is an overspend of £2.722m. This is an increase in the overspending position of £2.492m when compared to the £0.230m overspend forecasted in December.

4. The main movements during this period relate the following technical accounting adjustments undertaken:

    - Following the work undertaken last year in reviewing the methodology for calculating a more prudent provision for doubtful debt, it has been assessed that a further £1.448m of funding is required within the doubtful debt provision.

- Worthing Hub Project - Durrington Bridge House. As initially planned, the overarching one-off saving within all portfolios is being used to fund the £0.618m in-year costs associated with this project. As the homeworking savings are held in various Portfolios, the cost of this property project has been held within the Finance and Property portfolio.

- Insurance Contribution. An opportunity to fund £0.527m in-year has been enacted, thereby reducing the amount required to be drawn from the insurance reserve for claims in 2021/22.

5. A saving relating to income generation within procurement has been delayed. It had been hoped that this saving could be fully mitigated in-year from proactive work undertaken in faster payment rebates and other income generation initiatives, however only part of the saving has been realised in year, leaving a shortfall of £0.150m.

6. As a result of the Covid-19 restrictions in place during 2021/22, £0.160m of underspending relating to homeworking and changes in service delivery has been made following a reduction in the use of shredding, refuse and consumables within area hubs and security requirements.

Savings Delivery Update

7. The portfolio has a number of 2021/22 savings included within the budget and two saving outstanding from the 2020/21 financial year. Details of these savings are included in the table below:

Saving Activity	2020/21 Savings £000	March 2022		Narrative	2022/23
Amazon business accounts	200	150	G	Saving to be met by via an alternative method. The full £0.3m saving was expected to be delivered through the Oxygen Early Payment Scheme and other income generation initiatives, however due to timing delays, only £0.150m has been achieved.	G
Charging for frameworks	100	150	R		

Saving Activity	2021/22 Savings £000	March 2022		Narrative	2022/23
Asset & Estates holding of staffing changes	96	96	B	£0.030m is permanent and £0.066m is temporary for 2021/22 only.	B
Reduction in business rates payable on corporate estate	100	100	B		B
Facilities Management - associated services	40	40	B		B
Review of agency staff	7	7	B		B

Savings Key:

R	Significant Risk	A	At Risk	G	On Track	B	Delivered

Capital Programme

Performance Summary - Capital

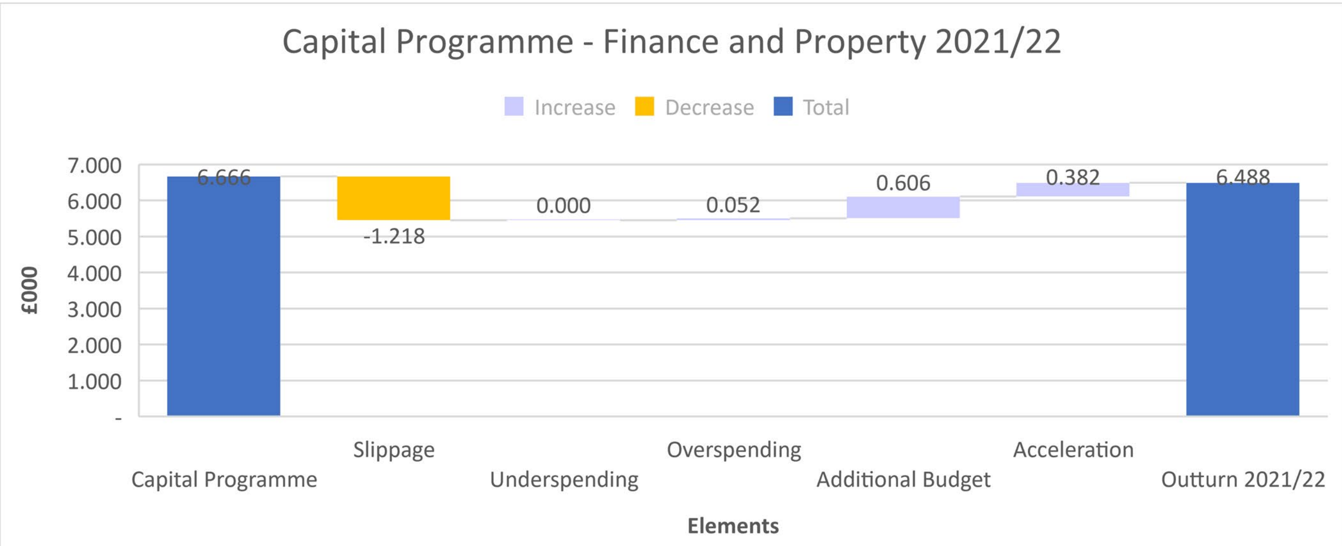
8. There are 11 schemes within the portfolio; nine of the schemes in delivery are rated green, indicating that the schemes are progressing as planned and two are rated amber, indicating that there is an issue but that it could be dealt with by the project manager or project delivery team. An update on the progress of the schemes not rated green are detailed in the table below.

Scheme	RAG Status at 31st March	Reason	Latest RAG Status	Updated Position
Broadbridge Heath	**AMBER**	Cost and time pressures.	**AMBER**	Options being considered.
Horsham Enterprise Park	**AMBER**	The Planning Application for the first phase of residential must be made before the expiry of the permission (11 Feb 2023).	**AMBER**	A Reserved Matters Application (Water Neutrality) has been made to Horsham District Council.

Finance Summary - Capital

9. The capital programme; as approved by County Council in February 2021, agreed a programme totalling £8.837m for 2021/22. £2.171m of expenditure, originally profiled to spend in 2021/22, was accelerated into 2020/21, revising the capital programme to £6.666m.

10. During the year, the Finance and Property Capital Programme spent £6.488m, a reduction of £0.983m when compared to the profiled spend in December 2021.



Key:

Capital Programme – The revised planned expenditure for 2021/22 as at 1st April 2021.
Slippage – Funding which was planned to be spent in 2021/22 but has since been reprofiled into future years.
Underspending – Unused funding following the completion of projects.
Overspending - Projects that require further funding over and above the original approved budget.
Additional Budget – Additional external funding that has entered the capital programme for the first time.
Acceleration – Agreed funding which has been brought forward from future years.
Outturn 2021/22 - Total capital programme expenditure as at 31st March 2022.

11. Details of movements of the financial profiling within the capital programme between December and March are as follows:

- **Slippage: (-£1.218m). Movement since Q3 report: (-£1.112m)**

    - **Gypsy and Traveller Sites Improvement Programme – (-£0.372m) –** An options appraisal is being carried out for required drainage system improvements at the Adversane and Ryebank sites. Any work required following the review is unlikely to take place this financial year, therefore the funding has been reprofiled into future years.

    - **Crawley Demolition – (-£0.206m) –** This project is close to completing with £0.206m being reprofiled into 2022/23 whilst the final payments are negotiated. This funding may not be required and if that is the case it will be cancelled and returned to the pipeline to fund future basic need projects.

    - **Broadbridge Heath Park – (-£0.220m) –** Project has been delayed while costs are being reviewed therefore funding has been reprofiled into 2022/23.

    - **Structural Maintenance – (-£0.137m) –** Small amount of slippage as costs profiled were slightly different to actuals, expenditure will go through in 2022/23.

    - **Chichester High School Demolition – (-£0.077m) –** This project is now complete, £0.077m has been reprofiled into 2022/23 whilst the final invoices are negotiated.

    - **Hop Oast Fencing – (-£0.065m) –** Small amount of slippage as costs profiled were slightly different to actuals, expenditure will go through in 2022/23.

    - **Horsham Enterprise Park – (-£0.030m) –** Small amount of slippage as costs profiled were slightly different to actuals, expenditure will go through in 2022/23.

    - **Tangmere Track Repairs – (-£0.005m) –** Project has completed under budget therefore the remaining corporate funding has been returned to Capital Improvements line to help fund future projects.

- **Overspending: £0.084m. Movement since Q3 report: £0.052m**

    - **Staff Capitalisation - Property: £0.038m.** Staffing costs for the Your Energy Sussex Team funded from the Your Energy Sussex line in the pipeline area of the capital programme.

    - **Targeted Minor Asset Improvement Plan - Property: £0.014m.** Small overspend on project.

- **Additional Budget: £0.606m. Movement since Q3 report: £0.000m**

- **Acceleration: £0.382m. Movement since Q3 report: £0.077m**
    - **Targeted Minor Asset Improvement Plan (CLOG): £0.055m.** Projects are progressing well in this block allocation therefore £0.055m has been accelerated to fund further projects in 2021/22.
    - **Accessibility Audit – £0.022m –** Small amount of acceleration as costs profiled were slightly different to actuals, expenditure has been forward funded from 2022/23.

12. The latest Capital Programme Budget Monitor is reported in **Appendix 4**.

Risk

13. The following table summarises the risks on the corporate risk register that would have a direct impact on the portfolio. Risks to other portfolios are specified within the respective appendices to this report.

Risk No.	Risk Description	Previous Quarter Score	Current Score
CR22	The **financial sustainability of council services** is at risk due to uncertain funding from central government and/or failure to make the required decisions to ensure the budget is balanced. This has been compounded further with the Covid-19 crisis, and the recent Ofsted and HMICFRS reports.	12	12

14. Further details on all risks can be found in **Appendix 5** - Corporate Risk Register Summary.

Highways and Transport Portfolio - Summary

Performance Summary

1. The Portfolio has a number of performance highlights to report this quarter:

- The Works Delivery Programme for 2021/22 has concluded with 503 (£55m) of 528 projects delivered. The remaining projects will be delivered in April/May 2022.

- The 2022/23 Works Delivery Programme has been procured comprising in excess of 600 schemes (£56m).

- The new Professional Services Contract was awarded with mobilisation well underway. This strategic contract for the business is a five-year arrangement with options to extend for a further five years subject to performance.

Our Council Performance Measures

	Highways and Transport	2021/22 Target	Performance Over The Last 3 Periods			DoT	Performance Analysis	Actions
17	Length of new cycle paths across the County (CC) Reporting Frequency: Quarterly, Accumulative	7.5km per year	Sep-21	Dec-21	Mar-22		Mar-22:The following projects were completed in Q4: A2300, Burgess Hill (3.1km) Burgess Hill Green Circle improvements (4.5km) New surface and route improvements through various off-road links and PROW in Burgess Hill (5.8km) New surface on Bridleway 6F, between Poynings Road and Edburton Road, Fulking (0.14km) The second two were delivered in partnership with MSDC.	We continue to work towards our 2025 target (30km over a 4 year period) with the provision of a high-quality cycling.
			1.9km	**2.8km**	**16.3km**	↗		
18	Percentage length of A and B roads that require maintenance Reporting Frequency: Annually	14.5%	2019/20	2020/21	2021/22		Oct-21: There has been a slight increase (deterioration) in the KPI for this year for A+B roads but as the survey was carried out in early Spring of this year, this will not include any planned scheme deliveries for this year. The next survey will be in June 2023 with results reported October 2023.	The investment made and the programme of carriageway treatments undertaken this year should positively impact next years maintenance requirements. With the level of this years expenditure being maintained for 2022/23 it is anticipated that the condition of the A and B network will improve.
			13.6%	**14.7%**	**15.6%**	↘		
19	Highway defects repaired within required time scale Reporting Frequency: Quarterly. Reported 1 month in arrears.	96.0%	Sep-21	Dec-21	Mar-22		Mar-22: Overall average for the year was 74%. The target was not met for a number of reasons including weather events, increased workload and staffing levels.	HTP have looked at the resourcing on number of gangs, holding regular meetings with the contractor and are monitoring trackers using the Confirm dashboard. Other activities that may positively influence this measure include Jet Patcher trailing, a pro-active way of dealing with potholes.
			60.5%	**74.3%**	**71.0%**	↘		

	Highways and Transport	2021/22 Target	Performance Over The Last 3 Periods			DoT	Performance Analysis	Actions
			2018/19	2019/20	2020/21			
41	Killed and seriously injured casualties per billion vehicle miles Reporting Frequency: Annually	107	110	121	127	↘	Dec-21: Currently WSCC hold KSI data to 30 Nov 2021; the KSI rate has improved against recent years and a positive end of year out-turn is expected. This level of KSIs should lead to a reduction of the KSI per billion vehicle miles travelled, the final outcome is dependent on the reported traffic volume, if rates are similar to 2020, the improvement against 2020 will be smaller but if levels are nearer to pre-pandemic levels it could be possible for an end-of-year outturn close to the 2021 target. The finalised KSI per billion vehicle miles rate for 2021 data will be published by the DfT at the end of September 2022 after both the KSI and traffic volume data have been collected and validated. The KSI per billion vehicle miles rates are based on an end of year to December.	Two road safety schemes have been delivered in 2021/22 with a further two due for delivery before the end of the year. A further 4 schemes are currently designed for delivery in 2022/23. Ongoing Road Safety Projects include: • Major Road Network (MRN) Project - TRL have been commissioned to undertake video surveys of the West Sussex MRN to undertake safety assessment and provide a "STAR rating" demonstrating the potential level of harm road users may be subject to on those routes. This will guide potential road safety schemes in the coming years. • Cluster site analysis – we continue to monitor sites with clusters of collisions across West Sussex to help determine future priorities. • Route analysis – we continue to monitor routes with high collisions across West Sussex to help determine future priorities. • School Zig Zags project - In 2022 we intend to partake in a behavioural change project for school zig zags at specific sites (yet to be confirmed) across West Sussex.

Finance Summary

Portfolio In Year Pressures and Mitigations

Pressures	(£m)	Mitigations and Underspending	(£m)	Year end budget variation (£m)
Covid-19 pandemic expenditure including £0.3m loss of 2020/21 savings *(Covid-19 position is reported in Appendix 2)*	£1.671m	Funding from Covid-19 grant *(Covid-19 position is reported in Appendix 2)*	(£1.671m)	
Pressure within Highways Maintenance	£0.624m	Reduction in reimbursement payments to bus operators in line with service mileage reductions implemented during the pandemic	(£1.111m)	
		Additional income generation from street works charges and road safety/ local transport improvements	(£0.447m)	
		Delays in felling works for Ash Dieback Scheme	(£0.231m)	
		In year underspending from homeworking/ change in service delivery due to pandemic restrictions	(£0.040m)	
		Other minor variations	(£0.014m)	
Highways & Transport Portfolio - Total	**£2.295m**		**(£3.514m)**	**(£1.219m)**

Significant Financial Issues and Risks Arising

2. There are no significant issues to raise within this section.

Financial Narrative on the Portfolio's Position

3. The 2021/22 outturn position for the Highways and Transport Portfolio is an underspend of £1.219m. This is an increase in the underspending position of

£0.239m when compared to the £0.980m underspend forecasted in December. The main movement during this period relates to a reduction in the cost of the English National Concessionary Travel Scheme as less people travelled via this scheme during the winter period. This is likely due to the Omicron Covid-19 variant which was prevalent at the time.

Review of the 2021/22 Financial Year

4. The English National Concessionary Travel Scheme has underspent by £1.111m against budget, although it should be noted that the outturn is based on revised estimates provided during the final quarter of 2021/22. The final mileages will be confirmed following reconciliation with operators during the first quarter of the 2022/23 financial year.

5. The last two years of Covid-19 restricted travel has seen significant underspending against the concessionary fares budget, which is still set with reference to journey numbers and service mileage seen in pre-pandemic times. Following the Covid-19 related underspending of £1.0m in 2020/21 and £1.1m in 2021/22, there is still some uncertainty as to how numbers will rebound now restrictions have been lifted, but there may be potential to re-invest resources to other bus service priorities.

6. The future of bus provision and the level of support provided will also be intrinsically linked to the Bus Service Improvement Plan. This is provisionally expected to provide the County Council with £5.4m of revenue funding over three years from 2022/23 and service priorities will need to be addressed within this. Any service improvements, such as enhancements to concessionary travel, will need to be brought forward for consideration in conjunction with the development of the plan and the confirmation of the staged funding awards.

7. Income generation across the portfolio has exceeded budgeted assumptions by £0.447m this year. This includes street works charges to utility and telecommunication providers and income from road safety and local transport improvements.

8. The Highway Maintenance budget has overspent by £0.624m, due to a number of pressures. These include increased reactive maintenance works to address defects (potholes), structural maintenance required to ensure statutory obligations are met, additional safety related tree works, and surveying to inform future safety and remedial works

9. The Ash Dieback budget underspent by £0.231m due to difficulties securing the necessary road space to complete the planned felling. In particular, the diversion route required following the closure of the A285 near Seaford College has prevented a significant amount of felling work being completed this financial year.

Proposed Carry Forward Requests

10. A number of carry forward requests have been actioned during the closing of the accounts including the following items linked to Highways and Transport:

2021/22 Carry Forward Requests	Amount
Capability Fund for Active Travel – £274,706 of grant funding was awarded in December 2021 to develop and promote sustainable travel schemes across the county. The majority of this work is due to be completed in 2022/23, therefore the remaining grant has been carried forward to fund the project.	£250,500
Local Transport Authority Bus Capacity Grant – £503,000 of grant was received in year to support the development of the Bus Service Improvement Plan and provide capacity for the implementation of an Enhanced Partnership approach to working with bus operators in 2022/23. The remaining grant is expected to be utilised in 2022/23 to deliver the new way of working.	£397,300
Local Transport Authority (LTA) Capacity Grant for Local Transport Plan (LTP) – A grant was notified and received in March 2022 to support the review of Local Transport Plans and build capacity for transport planning. This funding will provide us with the capacity to introduce a carbon impact appraisal system to improve decision-making (expected to be required within the new LTP guidance). *Accounted for within Environment and Climate Change Portfolio (Planning Budget)	£178,600

Savings Delivery Update

11. The portfolio has a number of 2021/22 savings included within the budget and one saving outstanding from the 2020/21 financial year. Details of these savings are included in the table below:

Saving Activity	2020/21 Savings £000	March 2022		Narrative	2022/23
On street parking	300	300	R Covid19	Covid related pay and display income loss has continued at a reduced level during 2021/22. Income levels to be monitored in 2022/23 as post pandemic parking behaviour becomes clearer.	A

Saving Activity	2021/22 Savings £000	March 2022		Narrative	2022/23
Review highway and transport fees and charges	200	200	B		B
Use of one-off funding to support highways and transport priorities	500	500	B	One year saving in 2021/22 only.	N/A
Reduced level of demand for concessionary bus travel scheme	400	400	B		B
Review the management of graffiti removal	50	50	B		B

Saving Activity	2021/22 Savings £000	March 2022		Narrative	2022/23
On street parking	76	76	G	Mitigated in year. Uptake of parking permits in newly extended controlled parking zones is currently below the expected level, due to a combination of behavioural change and the impact of home working. Will be closely monitored in 2022/23.	A
Redesign processes for the delivery of highways schemes	50	50	B		B
Review of agency staff	21	21	B		B

Savings Key:
R Significant Risk | A At Risk | G On Track | B Delivered

Capital Programme

Performance Summary - Capital

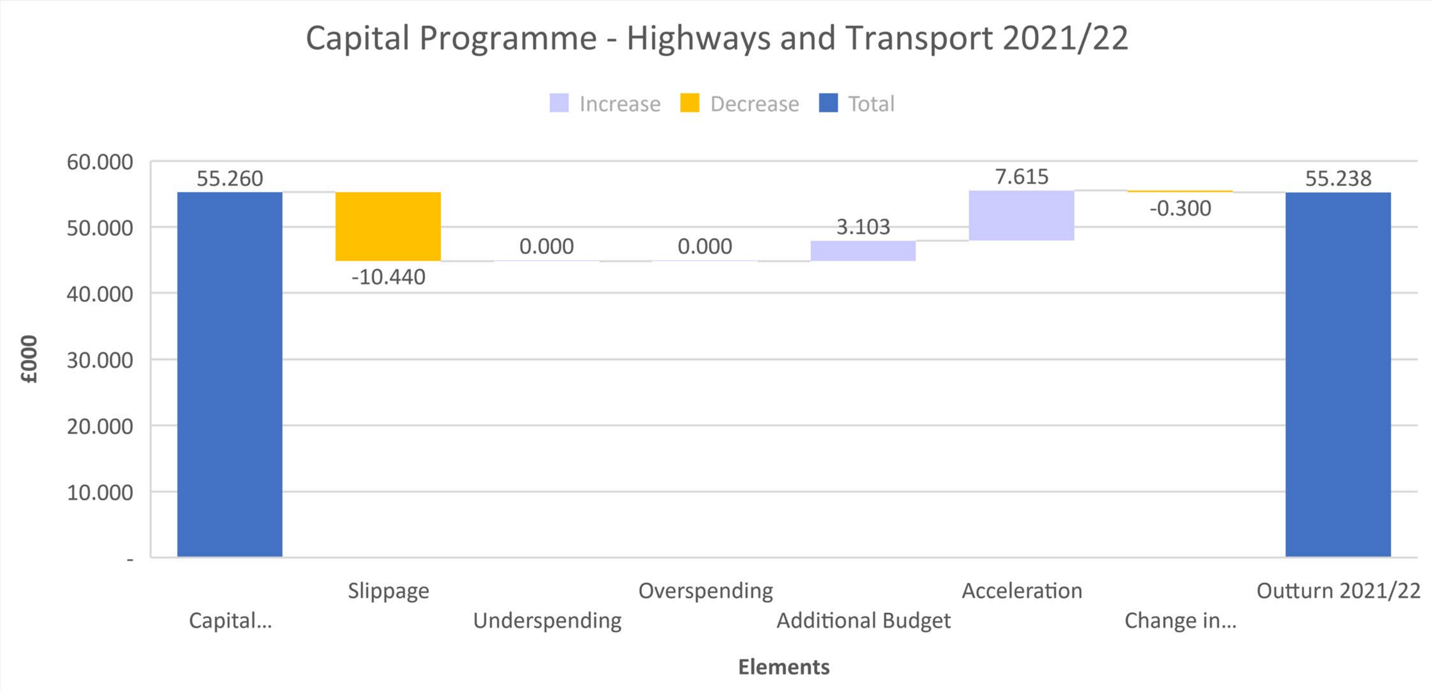
12. There are 21 schemes within the portfolio. 18 of the schemes in delivery are rated green, indicating that the schemes are progressing as planned. Two are rated as amber, indicating that there is an issue but that it can be dealt with by the project manager or project delivery team and one is rated red indicating that there is a significant issues requiring corrective action. An update on the progress of the schemes not rated green are detailed in the table below.

Scheme	RAG Status at 31st March	Reason	Latest RAG Status	Updated Position
A29	**RED**	Cost pressure.	**AMBER**	The Project Board has requested an update to business case be undertaken to prepare for consideration of funding options.
A284	**AMBER**	Awaiting outcome of DfT funding decision.	**AMBER**	Full Business Case submitted to DfT, outcome expected imminently.
LED Streetlight Conversion	**AMBER**	Contract renegotiation and Deed of Variation subject to formal approval.	**AMBER**	Deed of Variation nearing agreement between all parties, current estimate for project commencement Summer 2022.

Finance Summary - Capital

13. The capital programme; as approved by County Council in February 2021, agreed a programme totalling £54.659m for 2021/22. £0.601m of expenditure, originally profiled to spend in 2020/21, was slipped into 2021/22, revising the capital programme to £55.260m.

14. During the year, the Highways and Transport Capital programme spent £55.238m, a reduction of £2.135m when compared to the profiled spend in December 2021.



Key:

Capital Programme – The revised planned expenditure for 2021/22 as at 1st April 2021.
Slippage – Funding which was planned to be spent in 2021/22 but has since been reprofiled into future years.
Underspending – Unused funding following the completion of projects.
Overspending - Projects that require further funding over and above the original approved budget.
Additional Budget – Additional external funding that has entered the capital programme for the first time.
Acceleration – Agreed funding which has been brought forward from future years.
Outturn 2021/22 - Total capital programme expenditure as at 31st March 2022.

15. Details of movements of the financial profiling within the capital programme between December and March are as follows:

- **Slippage: (-£10.440m). Movement since Q3 report: (-£2.951m).**
    - **Annual Works Programme – (-£2.515m) –** This block allocation has been reprofiled due to road space booking delays for Carriageways with works to be delivered in April/May 2022, Structures Vehicle Restraint System schemes due to be retendered in September 2022, and Signs and Lines reprofiled to reflect a two-year delivery programme.
    - **West of Horsham – (-£0.182m) –** The A24 Robin Hood junction works have completed pending the final account. Funding has been reprofiled into 2022/23 due to road space booking for HGV routing restrictions, works expected to be completed in April, with remaining budget available for Great Daux junction improvements.
    - **A259 – (-£0.145m) –** Small amount of slippage as costs profiled were slightly different to actuals, expenditure will go through in 2022/23.

- **Active Travel Fund – (-£0.075m) –** Small amount of slippage as costs profiled were slightly different to actuals, expenditure will go through in 2022/23.

- **Shoreham Footbridge Replacement – (-£0.021m) –** Small amount of slippage as costs profiled were slightly different to actuals, expenditure will go through in 2022/23.

- **Street Lighting LED – (-£0.010m) –** Small amount of slippage as costs profiled were slightly different to actuals, expenditure will go through in 2022/23.

- **On Street Parking – (-£0.003m) –** Small amount of slippage as costs profiled were slightly different to actuals, expenditure will go through in 2022/23.

- **Additional Budget: £3.103m. Movement since Q3 report: £0.000m**

- **Acceleration: £7.615m. Movement since Q3 report: £0.816m**

  - **A29 - £0.167m –** This project has accelerated funding to cover works for discharge of planning conditions, compensation events for programme extension, and advanced works planning for 2022/23.

  - **A2300 – £0.518m –** Project has progressed quicker than first anticipated therefore funding has been accelerated from 2022/23 to 2021/22.

  - **A284 – £0.060m –** Small amount of acceleration as costs profiled were slightly different to actuals, expenditure has been forward funded from 2022/23.

  - **A259 Bognor to Littlehampton – £0.071m -** Small amount of acceleration as costs profiled were slightly different to actuals, expenditure has been forward funded from 2022/23.

- **Change In Portfolio: (-£0.300m). Movement since Q3 report: (£0.000m)**

16. The latest Capital Programme Budget Monitor is reported in **Appendix 4**.

Risk

17. There are no corporate risks assigned to this portfolio. Risks allocated to other portfolios are specified within the respective appendices of this report. Further detail on all risks can be found in **Appendix 5** - Corporate Risk Register Summary.

Leader Portfolio (including Economy) - Summary

Performance Summary

1. The Portfolio has a number of performance highlight to report this quarter:

   - All six growth deals remain in place with our District and Borough Council partners. In the last quarter, we have achieved some significant milestones within the Growth Deals that are supporting our economic strategy, with the A2300 improvements scheme, Portland Road public realm improvements and the demolition of the former school site in Chichester all reaching completion.

   - Further progress has also been made with three new projects being approved for delivery with a total of just over £6m proposed for investment. This will see the Manor Royal works in Crawley completed along with Littlehampton public realm improvements and the upgrades to the esplanade in Bognor Regis.

Our Council Performance Measures

	Leader	2021/22 Target	Performance Over The Last 3 Periods			DoT	Performance Analysis	Actions
15	Enterprises supported to start, revive, innovate and grow Reporting Frequency: Quarterly, Accumulative. Reported a quarter in arrears.	1,500	Sep-21	Dec-21	Mar-22		Mar-22: A key focus of the council's Economy Plan is to provide support to enterprises encouraging successful start-ups and helping established businesses to revive innovate and grow. Six initiatives make up the KPI. Despite the effects of the pandemic, all programmes were able to adapt their delivery plans and the collective target of 1500 West Sussex enterprises supported was significantly exceeded in 22/23.	All initiatives to continue as part of Economy Plan headline actions for 2022/23.
			1,253	1,854	2,385	↗		
20	Percentage of premises able to access gigabit-capable connectivity by 2025 (working towards government target of 85% by the end of 2025) Reporting Frequency: Annually	40.0%	2019/20	2020/21	2021/22		Mar-22: Working with DCMS (Department for Digital, Culture, Media & Sport) and suppliers within the county with commercial plans or Voucher schemes.	The Open Market Review (OMR) is now completed and the Public Review stage of the process is underway, to provide an up to date view from suppliers and allow the intervention area for Project Gigabit to be scoped.
			8.8%	21.2%	50.3%	↗		
24	Number of growth deals in place with district and boroughs Reporting Frequency: Annually	6	2019/20	2020/21	2021/22		Mar-22: All six growth deals remain in place with our District and Borough Council partners. In the last quarter, there were some significant milestones within the Growth Deals that are supporting our economic strategy, with the A2300 improvements scheme, Portland Road public realm improvements and the demolition of the former school site in Chichester all reaching completion.	Work continues and further progress has been made with three new projects being approved for delivery with a total of just over £6m proposed for investment. This will see the Manor Royal works in Crawley completed along with Littlehampton public realm improvements and the upgrades to the esplanade in Bognor Regis.
			6	6	6	→		

Finance Summary

Portfolio In Year Pressures and Mitigations

Pressures	(£m)	Mitigations and Underspending	(£m)	Year end budget variation (£m)
		Underspending and staffing vacancies within the Economy Team, Growth and OPE and Chief Executives Office	(£0.292m)	
Leader Portfolio - Total	**£0.000m**		**(£0.292m)**	**(£0.292m)**

Significant Financial Issues and Risks Arising

2. There are no significant issues to raise within this section.

Financial Narrative on the Portfolio's Position

3. The 2021/22 outturn position for the Leader Portfolio is an underspending of £0.292m. This is an increase in the underspending position of £0.242m when compared to the £0.050m underspend forecasted in December. The main movement during this period relates to a number of small underspends and staffing vacancies from within the Economy Team, Growth and One Public Estate Team and Chief Executive Office.

Proposed Carry Forward Requests

4. A number of carry forward requests have been actioned during the closing of the accounts including the following item within the Leader Portfolio:

2021/22 Carry Forward Requests	Amount
One Public Estate (OPE) Opportunity Development Fund – £100,000 of grant funding was received in late March 2022 to help the OPE partners secure capacity to develop a pipeline of public sector property opportunities and help deliver post-pandemic public estate strategies. Due to the late award, this grant has been carried forward via the One Public Estate Reserve.	£100,000

Savings Delivery Update

5. The portfolio has the following 2021/22 savings included within the budget. Details of these savings are included in the table below:

Saving Activity	2021/22 Savings £000	March 2022		Narrative	2022/23
Review of Economy project budgets	100	100	B		B
Review of agency staff	1	1	B		B

Savings Key:

R	Significant Risk	A	At Risk	G	On Track	B	Delivered

Capital Programme

6. Following a review of the Capital Programme, a number of Economy projects have been re-assigned to the Leader Portfolio from the Support Services and Economic Development Portfolio.

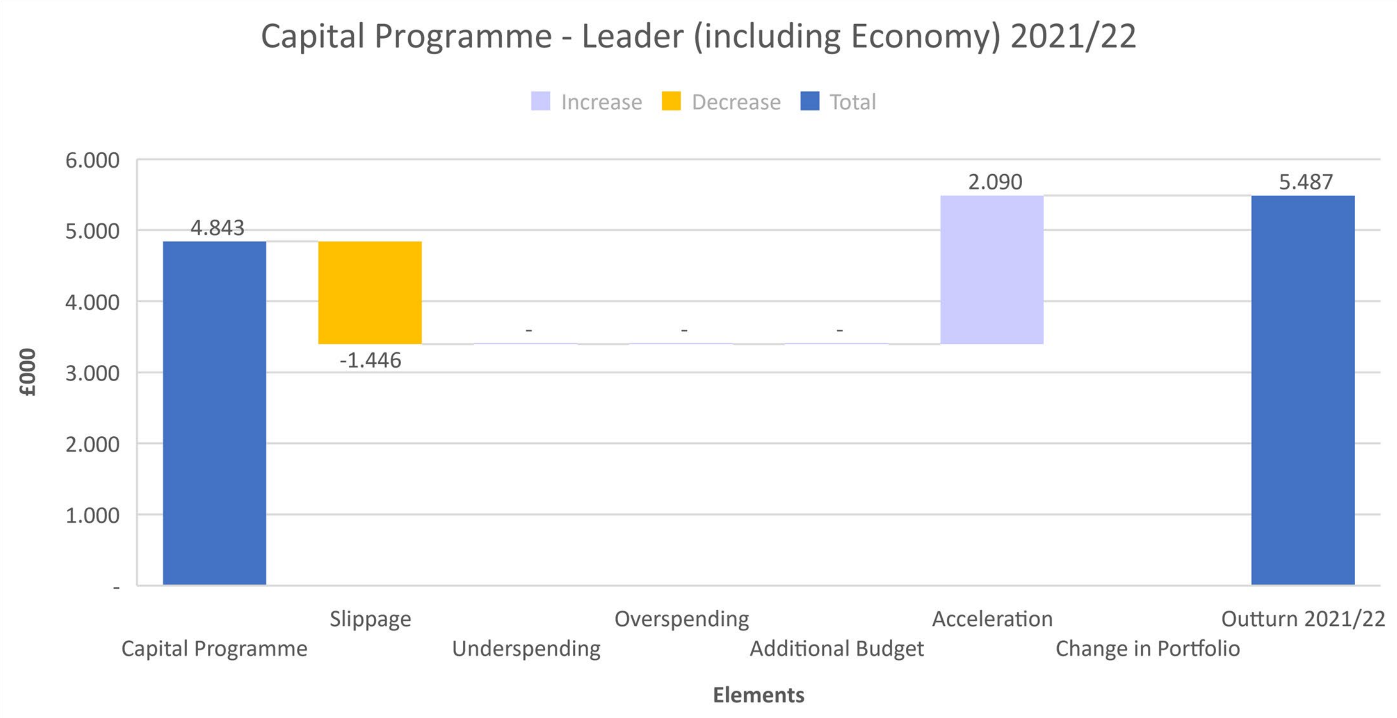
Performance Summary

7. There are 10 schemes within the portfolio and all 10 schemes in delivery are rated green, indicating that the schemes are progressing as planned.

Finance Summary – Capital

8. The capital programme; as approved by County Council in February 2021, agreed a programme totalling £2.184m for 2021/22. £2.659m of expenditure, originally profiled to spend in 2020/21, was slipped into 2021/22, revising the capital programme to £4.843m.

9. During the year, the Leader Capital Programme spent £5.487m, a reduction of £1.152m when compared to the profiled spend in December 2021.



Key:

Capital Programme – The revised planned expenditure for 2021/22 as at 1st April 2021.
Slippage – Funding which was planned to be spent in 2021/22 but has since been reprofiled into future years.
Underspending – Unused funding following the completion of projects.
Overspending - Projects that require further funding over and above the original approved budget.
Additional Budget – Additional external funding that has entered the capital programme for the first time.
Acceleration – Agreed funding which has been brought forward from future years.
Outturn 2021/22 - Total capital programme expenditure as at 31st March 2022.

10. Details of movements of the financial profiling within the capital programme between December and March are as follows:

- **Slippage: (-£1.446m). Movement since Q3 report: (-£1.152m).**

    - **Crawley Growth Programme, Manor Royal Highway Improvements - (-£0.511m) -** An increase in costs meant budgets had to be revisited at partnership level, which lead to delays in the progression and subsequent award of the WSCC key decision to award the main contract therefore funding has been reprofiled into 2022/23.

    - **Burgess Hill Growth Programme, Town Centre and Victoria Estate – (-£0.401m) –** Further public engagement is expected to take place in Spring 2022. Work has been delayed due to the need to agree the revised scope of works and seek approval through the governance process therefore the funding has been reprofiled into 2022/23.

    - **Portland Road - (£0.108m) -** Small amount of slippage as costs profiled were slightly different to actuals, expenditure will go through in 2022/23.

- **Railway Approach - (-£0.076m) –** Small amount of slippage as costs profiled were slightly different to actuals, expenditure will go through in 2022/23.

- **Crawley Growth Programme, Eastern Gateway and Manor Royal Bus Lane Extension - (-£0.056m) –** Small amount of slippage as costs profiled were slightly different to actuals, expenditure will go through in 2022/23.

- **Acceleration: £2.090m. Movement since Q3 report: £0.000m.**

Risk

11. The following table summarises the risks on the corporate risk register that would have a direct impact on the portfolio. Risks to other portfolios are specified within the respective appendices to this report.

Risk No.	Risk Description	Previous Quarter Score	Current Score
CR68	The government have placed restrictions and imposed requirements on Local Authorities to support in the management of the Covid-19 pandemic. If local (county or district) responsibilities are prolonged or additional measures imposed, there is a risk **services will fail to deliver existing work plans** due to staff responding to the impact of the pandemic, or staff shortages due to sickness.	15	15
CR70	There is an **increasing demand placed on the senior officers** due to the ongoing threat of Covid-19 and additional burdens due to devolved responsibilities. This may lead to a continued **lack of capacity to deal with strategic/organisational issues**, leading to poor decision making.	12	12
CR7	There are governance systems which inhibit effective performance and a culture of **non-compliance** and also a lack of standardisation in some **systems and processes**. Skills and knowledge of systems inadequate and excessive effort required for sound decisions and outcomes.	8	8
CR65	The review of **corporate leadership, governance and culture** recommended in the Children's Commissioner's report is not fully undertaken or effectively implemented leading to a lack of necessary improvement and further service failures or external intervention.	6	6

12. Further details on all risks can be found in **Appendix 5** - Corporate Risk Register Summary.

Public Health and Wellbeing Portfolio - Summary

Performance Summary

1. The Portfolio has a number of performance highlights to report this quarter:

- **Local Stop Smoking Services:** Smoking remains the number one cause of preventable illness and premature death in England and is a major risk factor for cancer, cardiovascular disease, and respiratory illness. Smoking rates have gradually fallen over recent years, however, approximately 70,000 people in West Sussex still smoke. With increased smoking rates among young adults in England since the outbreak of the Covid-19 pandemic, and alongside the risks and impacts of the virus itself, there has never been a more important time to quit. Together with partners, including the Smokefree West Sussex Partnership, District and Borough Councils, universities and colleges, pharmacies, and local NHS organisations across West Sussex, the Council's Public Health Directorate and Communications team, have continued to raise awareness following No Smoking Day (9th March) of the health and financial benefits of quitting smoking, and encourage people to visit the West Sussex Wellbeing website to find out more information about local Stop Smoking Services available to anyone who lives or works in West Sussex.

- **West Sussex Wellbeing Programme:** Thousands of local people are healthier and more active thanks to the West Sussex Wellbeing service which celebrates more than 10 years of supporting people across the county since it was established countywide in 2011. Commissioned by the Council's Public Health Directorate and funded by the Public Health Grant via a partnership agreement with the seven District and Borough Councils in the county, the service offers free impartial, friendly advice and support on a one to one basis through groups and activities, helping people to make positive choices to tackle risk factors such as excess weight, sedentary behaviour, smoking and drinking too much alcohol. A countywide wellbeing website provides further support, information, and advice on a range of topics, as part of the overall programme.

- **NHS Influenza Vaccination Programme:** Local Authority Public Health (LAPH) provides an oversight and assurance role for immunisation and screening programmes, working closely with delivery partners to tackle inequalities, including access to vaccination, to increase uptake across the local population of West Sussex. Local NHS partners, Sussex Health and Care Partnership (SHCP) delivered the NHS Influenza Vaccination Programme during the period November 2021 to January 2022; the Council's Public Health Directorate supported the programme during this time by encouraging all eligible residents to take up the offer of the free flu vaccine, via a wide range of communication channels and engaging with key stakeholders. They also encouraged uptake amongst County Council staff and members, and WSCC offered and promoted free flu vaccination to all staff who were not eligible for the free NHS flu vaccine, including school staff, teachers, Capita staff, and foster carers.

Our Council Performance Measures

	Public Health and Wellbeing	2021/22 Target	Performance Over The Last 3 Periods			DoT	Performance Analysis	Actions
			2018/19	2019/20	2020/21			
5a	Uptake of flu vaccine in over 65s or at risk Reporting Frequency: Annually	75.0%	73.4%	74.2%	83.7%	↗	Mar-22: 2021/22 results due in August 2022. Local NHS partners, Sussex Health and Care Partnership (SHCP) delivered the NHS Influenza Vaccination Programme during the period November 2021 to January 2022; the Council's Public Health Directorate supported the programme during this time by encouraging all eligible residents to take up the offer of the free flu vaccine, as well as encouraging take-up among all WSCC staff and Elected Members. Activities included delivering key public health messages to local residents and communities (including at-risk groups) in newsletters and press releases, banners in WSCC libraries, an extensive local social media campaign (Facebook and Instagram), and providing information and advice on the West Sussex Wellbeing website. WSCC also offered and promoted free flu vaccination to all County Council staff who were not eligible for the free NHS flu vaccine, including school staff, teachers, Capita staff, and foster carers.	Director of Public Health is member of Sussex wide Covid-19 and Flu Vaccination Board to support and promote uptake across the system including and bringing in local authority involvement and support. Consultant in Public Health is member of Sussex Vaccine Inequalities Group working across the system and for West Sussex to promote uptake in most vulnerable groups.
			2018/19	2019/20	2020/21			
5b	Update of flu vaccine in 'at risk' groups Reporting Frequency: Annually	47.0%	49.1%	45.8%	56.7%	↗	Mar-22: 2021/22 results due in August 2022. Local NHS partners, Sussex Health and Care Partnership (SHCP) delivered the NHS Influenza Vaccination Programme during the period November 2021 to January 2022; the Council's Public Health Directorate supported the programme during this time by encouraging all eligible residents to take up the offer of the free flu vaccine, as well as encouraging take-up among all WSCC staff and Elected Members. Activities included delivering key public health messages to local residents and communities (including at-risk groups) in newsletters and press releases, banners in WSCC libraries, an extensive local social media campaign (Facebook and Instagram), and providing information and advice on the West Sussex Wellbeing website. WSCC also offered and promoted free flu vaccination to all County Council staff who were not eligible for the free NHS flu vaccine, including school staff, teachers, Capita staff, and foster carers.	Director of Public Health is member of Sussex wide Covid-19 and Flu Vaccination Board to support and promote uptake across the system including and bringing in local authority involvement and support. Consultant in Public Health is member of Sussex Vaccine Inequalities Group working across the system and for West Sussex to promote uptake in most vulnerable groups.
			2018/19	2019/20	2020/21			
6	Healthy weight of 10-11 year olds Reporting Frequency: Annually	62.9%	70.4%	69.8%	63.2%	↘	2021/22 results due in November 2022 Dec-21: West Sussex is one of only 19 local authorities who met the criteria to have National Child Measurement Programme (NCMP) data published for the Year 6 cohort. (Local authority data was only published where more than 75% of children were measured compared with previous full measurement years). The data shows that there was a significant reduction in the prevalence of healthy weight for 10 to 11 year olds in England, the South East, and West Sussex by 5.6 percentage points, 4.2 percentage points, and 6.6 percentage points respectively, to 57.8% in England, 62.9% in the South East, and 63.2% in West Sussex in 2020/21. Despite this reduction in healthy weight, the prevalence in healthy weight in this cohort of children in West Sussex, remains significantly higher (better) than England. It is recognised that there are likely to be many confounding factors in additional weight gain, for example, the impact of the Covid-19 pandemic with a number of lockdowns, a reduction in children and young people undertaking physical activity, and changes in dietary intake.	The latest data provides a good basis for ongoing and developing obesity work for both Reception and Year 6 children for 2021/22. Obesity is a complex issue affecting all ages, which emphasises the importance of the need for a family targeted approach, working across all age groups. The National Child Measurement Programme (NCMP) for Reception and Year 6 for 2021/22 is on track and will be completed later in the year.

	Public Health and Wellbeing	2021/22 Target	Performance Over The Last 3 Periods			DoT	Performance Analysis	Actions
31	Healthy life expectancy for men Reporting Frequency: 3 Year Rolling Average	66 (2017/19 Baseline Data)	**2016/17** **65.8 Years**	**2017/18** **64.6 Years**	**2018/19** **66.0 Years**	↗	Mar-22: The latest local authority level data available for healthy life expectancy for men and healthy life expectancy for women was published in May 2021 and relates to the period 2017-2019. An update, for the period 2018-2020, will be released later in 2022, and this includes the first year (2020) of the Covid-19 pandemic. It is important to note, however, that the impact of Covid-19 continues and there may be on-going, direct, and indirect, effects of the pandemic on health.	Nationally, women's Healthy Life Expectancy is worse than men and often for different reasons e.g. cancer type. We are looking to address this inequality in the county as with other approaches to inequality e.g. disadvantaged communities and minority groups. Work has been undertaken locally to detail the main causes of ill health, disability and death, and also the underlying risk factors, such as smoking, diet (including those high in salt, low in fibre and fruit and vegetables) and obesity. This work is informing a population level approach, agreed at West Sussex Health and Wellbeing Board and with local partners.
32	Healthy life expectancy for women Reporting Frequency: 3 Year Rolling Average	64.8 (2017/19 Baseline Data)	**2016/17** **63.6 Years**	**2017/18** **64.3 Years**	**2018/19** **64.8 Years**	↗	Mar-22: The latest local authority level data available for healthy life expectancy for men and healthy life expectancy for women was published in May 2021 and relates to the period 2017-2019. An update, for the period 2018-2020, will be released later in 2022, and this includes the first year (2020) of the Covid-19 pandemic. It is important to note, however, that the impact of Covid-19 continues and there may be on-going, direct, and indirect, effects of the pandemic on health.	Nationally, women's Healthy Life Expectancy is worse than men and often for different reasons e.g. cancer type. We are looking to address this inequality in the county as with other approaches to inequality e.g. disadvantaged communities and minority groups. Work has been undertaken locally to detail the main causes of ill health, disability and death, and also the underlying risk factors, such as smoking, diet (including those high in salt, low in fibre and fruit and vegetables) and obesity. This work is informing a population level approach, agreed at West Sussex Health and Wellbeing Board and with local partners.
35	Number of people completing evidence-based falls prevention programmes Reporting Frequency: Annually	400	**New Measure No Data**	**New Measure - No Data**	**New Measure - No Data**		Feb-22: Covid-19 restrictions during the pandemic have impacted on the provision of group exercise classes; they were paused for a significant period of time, and in the main, re-established at the beginning of Autumn 2021. Programmes run for approximately 6 months and thus, data for completers will be available in Q1 2022-23. A range of partners and providers deliver falls prevention programmes in West Sussex, and therefore data is combined from a range of areas. Due to this, the reporting frequency has been reviewed and revised to annual reporting.	Falls are a significant risk factor for reducing independence in older people. The Covid-19 pandemic is likely to have further increased this risk due to deconditioning taking place as a result of shielding for the Clinically Extremely Vulnerable (CEV) and other social distancing requirements. Reduction in activity levels can lead to loss of muscle strength and postural stability, which both increase falls risk. Work is currently taking place with NHS and district and borough partners to assess and review the current situation and actions to respond.

Finance Summary

Portfolio In Year Pressures and Mitigations

Pressures	(£m)	Mitigations and Underspending	(£m)	Year end budget variation (£m)
Covid-19 pandemic expenditure. *(Covid-19 position is reported in Appendix 2)*	£9.692m	Funding from Covid-19 grant *(Covid-19 position is reported in Appendix 2)*	(£9.692m)	
Public Health and Wellbeing Portfolio - Total	**£9.692m**		**(£9.692m)**	**£0.000m**

Significant Financial Issues and Risks Arising

2. There are no significant issues to raise within this section.

Financial Narrative on the Portfolio's Position

3. The 2021/22 outturn position for the Public Health and Wellbeing Portfolio is a balanced budget. This is due to any underspending within the ring-fenced Public Health Grant being carried forward into 2022/23 and costs associated with the Covid-19 pandemic being met from specific Government grants.

Review of the 2021/22 Financial Year

4. Public Health has been impacted heavily by the consequences of the Covid-19 pandemic. This has resulted in £1.9m of underspending within the Portfolio, primarily because activity levels in demand-led areas like NHS health checks and sexual health were lower than usual during the pandemic.

5. As the Public Health Grant is a ring-fenced grant, the £1.9m in-year underspend will be carried forward, where it will add to the underspending of £1.2m that was brought forward from 2020/21. In total this means that a sum of £3.1m will transfer into 2022/23.

Savings Delivery Update

6. The portfolio has no named savings target for 2021/22, however it should be noted that there is a direct link to the Support Services and Economic Development saving – Use of Public Health Grant (PHG). This comes about because £1.2m of opportunity was available within the Public Health budget, partly from uncommitted Public Health Grant and partly from cost reductions secured in spending areas like the Help at Home Contract. That has allowed £1.2m of corporate overhead costs that support delivery of Public Health activities to be recharged against the PHG, so enabling delivery of the saving within the Support Services and Economic Development Portfolio. This £1.2m saving is reported as delivered.

Capital Programme

7. There are currently no capital projects for the Public Health and Wellbeing Portfolio.

Risk

8. There are no corporate risks assigned to this portfolio. Risks allocated to other portfolios are specified within the respective appendices of this report. Further detail on all risks can be found in **Appendix 5** - Corporate Risk Register Summary.

Support Services and Economic Development Portfolio - Summary

Performance Summary

1. The Portfolio has a number of performance highlights to report this quarter:

- During January 2022, IT Services successfully replaced both uninterruptable power supplies that feed the Council's main datacentre with resized, modern units. These changes have provided assurance for ongoing resilience of operations, seen a reduction in ongoing electricity consumption and further contributed to reducing the Council's carbon footprint.

- The Digital Infrastructure Team has been working with Property and Assets and Facilities Management Teams as well as colleagues in Legal Services to amend policy to enable the County Council to provide Mobile Network Operators with access to assets to host telecommunications infrastructure. This is to comply with national legislation (Digital Economy Act 2017) and help to accelerate deployment of mobile services across the county.

- A 'Use of assets for telecommunications equipment and third-party installations' policy has now been approved and the team is developing guidance to help with decision-making to ensure the County Council engages constructively with all requests from communications network operators to use our land, buildings or other assets, in a timely and efficient manner. The policy will help to manage our street scenes to protect against unnecessary clutter and suggest alternative locations for telecommunications equipment where initial requests are not able to be agreed.

Our Council Performance Measures

Please note - the performance measures relating Economy are reported under the Leader (including Economy) Portfolio in **Section 8**.

	Support Services and Economic Development	2021/22 Target	Performance Over The Last 3 Periods: Sep-21	Dec-21	Mar-22	DoT	Performance Analysis	Actions
45	All member training and development needs identified and training completed within 12 months of 2021 election (future year targets and measures to be set by the Member Development Group) Reporting Frequency: Quarterly	100.0%	81.0%	86.8%	92.8%	↗	Mar-22: All members have discussed and settled their personal training and development needs. The target date for completing mandatory training is 5 May 2022. At March 2022 completion rates were: Code of Conduct 100%, Safeguarding 90.5%, Corporate Parenting 97%, IT Security and Data Protection 86% and Equalities 93%.	Further training events are scheduled during April.
46	New Code of Governance published, assisting the public, staff and elected members to navigate the Council's decision making process Reporting Frequency: Quarterly	By 2021 elections	Qualitative measure – no data	Qualitative measure – no data	Qualitative measure – no data		Mar-22: A new Code of Governance was endorsed by the Council's Governance Committee on 7 February 2022 and was then published.	Supporting guidance and training for officers on the governance has been developed to complement the Code.

	Support Services and Economic Development	2021/22 Target	Performance Over The Last 3 Periods			DoT	Performance Analysis	Actions
47	Leadership and management - percentage positive response to the question: "I am part of a supportive team where we regularly reflect on our successes and challenges enabling us to improve continuously" Reporting Frequency: Bi-Annually (November, May)	75.0%	**Nov-20** **73.0%**	**May-21** **82.4%**	**Nov-21** **81.2%**	↘	Nov-21: A small decrease in positive responses to this question has been seen across the organisation since the previous Pulse Survey – 82% to 81%. Despite a small decrease across the Organisation of 1% of positive responses we are exceeding our KPI target by 6%.	WSCC continues to support Managers and Leaders across the organisation to build an engaged workforce by enhancing day to day employee experience. In addition to the actions that have been undertaken above, we offer development programmes, both corporately and service specific to ensure they have the right confidence, capability and competence to support their teams to meet the challenges ahead.
48	Wellbeing, values and ways of working - Percentage positive response to the question: "I am treated with dignity and respect by my work colleagues" Reporting Frequency: Bi-Annually (November, May)	86.0%	**Nov-20** **86.0%**	**May-21** **90.6%**	**Nov-21** **89.2%**	↘	Nov-21: A small decrease in positive responses to this question has been seen across the organisation since the previous Pulse Survey – 91% to 89%. Despite a small decrease across the Organisation of 2% in positive responses, we are exceeding our KPI target by 3%.	WSCC continues to work with our staff networks and Unison colleagues to ensure all staff across the organisation feel they are treated with dignity and respect at work. We have further committed to this over the past 12 months by the hiring of an Equality, Diversity and Inclusion lead to support us to achieve our goals.
51	Percentage of digital services available from WSCC to support self-service Reporting Frequency: Quarterly	60.0%	**Sep-21** **71.0%**	**Dec-21** **64.0%**	**Mar-22** **64.0%**	→	Mar-22: The performance for 2021/2022 was 64% against the target of 60%.	We will continue to focus on enabling customers to self-serve 24/7, where they can apply, ask, book and pay online, making it easy for customers to get the support and information they need when they need it.

Finance Summary

Portfolio In Year Pressures and Mitigations

Pressures	(£m)	Mitigations and Underspending	(£m)	Year end budget variation (£m)
Covid-19 pandemic expenditure. *(Covid-19 position is reported in Appendix 2)*	£0.542m	Funding from Covid-19 grant *(Covid-19 position is reported in Appendix 2)*	(£0.542m)	
Undelivered 2021/22 Savings – reduction in legal costs, HR redesign, review of mileage, allowances, apprenticeship levy and a small element on the communications redesign	£0.632m	Reduction in SSO contract expenditure	(£0.760m)	
Other minor variations	£0.069m	In year underspending from homeworking/ change in service delivery. Reduction in postage and stationery, Member’s travel, expenses, refreshments and training during the pandemic restrictions	(£0.300m)	
		Underspending on the County Council elections in May 2021	(£0.270m)	
Support Services and Economic Development Portfolio - Total	**£1.243m**		**(£1.872m)**	**£0.629m**

Significant Financial Issues and Risks Arising

2. There are no significant issues to raise within this section.

Financial Narrative on the Portfolio's Position

3. The 2021/22 outturn position for the Support Services and Economic Development Portfolio is an underspend of £0.629m. This is a reduction of £1.091m when compared to the £0.462m overspend forecasted in December. The main movements during this period relate to the underspending within the Support Services outsourcing contract.

Review of the 2021/22 Financial Year

4. A saving target of £0.2m had been set in 2021/22 in relation to the reduction in legal costs required for child protection cases. This saving was not achieved in year due to the need to employ agency legal staff to clear the backlog of childcare cases in the courts, and to address the increasing workload within Legal Services. This saving is expected to be achieved in 2022/23 as the service reviews its current structure to reduce the reliance on locums and external resources.

5. Other savings totalling £0.432m were also not achieved in year. The planned HR Service redesign was delayed following the time needed to appoint a permanent HR Director, leading to £0.290m of savings being reprofiled into 2023/24. In addition, £0.1m of savings relating to a review of mileage allowances and the apprenticeship levy; alongside a small savings shortfall of £0.042m from the Communications Team restructure, were also not achieved.

6. The support services contracts have delivered a £0.760m underspend this year. This is a result of additional savings from the early insourcing of services and in-year savings arising from a reduction in transition and restructuring costs falling into 2021/22. As part of the year end entries, a proposed carry forward request has been actioned to ensure provision is available to meet restructuring costs that will now fall within 2022/23.

7. As a result of the Covid-19 pandemic restrictions in place during 2021/22, the portfolio has delivered £0.300m of one-off in year savings following a reduction in postage and stationary costs and the reduction in Member's travel, expenses and training.

8. The final expense claims have been received following the County Council elections in May 2021 which has created a £0.270m underspend.

Proposed Carry Forward Requests

9. A number of carry forward requests have been actioned during the closing of the accounts including the following item within the Leader Portfolio:

2021/22 Carry Forward Requests	Amount
Provision for Restructuring Costs – As development and restructuring of our IT services continues, a number of costs that were initially expected to be met in the 2021/22 financial year will now be incurred in 2022/23.	£800,000

Savings Delivery Update

10. The Portfolio has a number of 2021/22 savings included within the budget. Details of these savings are included in the table below.

Saving Activity	2021/22 Savings £000	March 2022		Narrative	2022/23
IT service redesign	**500**	**500**	B		B
Review of Democratic Support	**108**	**108**	B		B
Reduction in professional fees to support One Public Estate (OPE) delivery	**50**	**50**	B	One year saving in 2021/22 only.	**N/A**
Digital Infrastructure - 1 FTE Vacancy Freeze	**45**	**45**	B	One year saving in 2021/22 only.	**N/A**
Reshaping communications offer	**200**	**42**	R	A small element of the initial savings target is currently unachievable. This pressure has been addressed during the 2022/23 budget creation process.	**Saving Removed**
		158	B		B
Reduction in corporate stationary requirements	**100**	**100**	B		B
Licencing savings following re-procurement of ERP Solution	**400**	**400**	G	Due to uncertainties in the implementation date of the Oracle system, it is unlikely that this saving will be achieved as originally envisaged in 2021/22. To offset this, a one-off opportunity to reduce IT expenditure in year is expected to mitigate this pressure.	G
Closure of Martlets Public Café	**0**	**0**	B	The Martlets café has now been closed.	B
Reduction in legal costs required for child protection cases	**200**	**200**	R	External counsel fees have been used to clear the backlog of childcare cases in the courts created by the Covid-19 pandemic, which has made this saving undeliverable in this financial year.	A
HR service redesign	**300**	**290**	R	Given the imminent appointment of a permanent HR Director, it was not appropriate to undertake this restructure during the year. Saving planned to be delivered in 2023/24.	**Saving Re-profiled**
		10	B	Saving delivered on corporate contract.	B
Public Health – use of uncommitted Public Health Grant/other changes within existing contracts	**1,210**	**1,210**	B		B
Review of mileage, allowances and apprenticeship levy	**118**	**18**	B		B
		100	R	The pandemic continues to impact our ability to achieve this saving in year. Work is on-going to recruit apprentices to enable this saving to be realised in 2022/23.	A

Savings Key:
R Significant Risk A At Risk G On Track B Delivered

Capital Programme

11. Following a review of the Capital Programme, a number if Economy projects have been reassigned to the Leader Portfolio from the Support Services and Economic Development Portfolio.

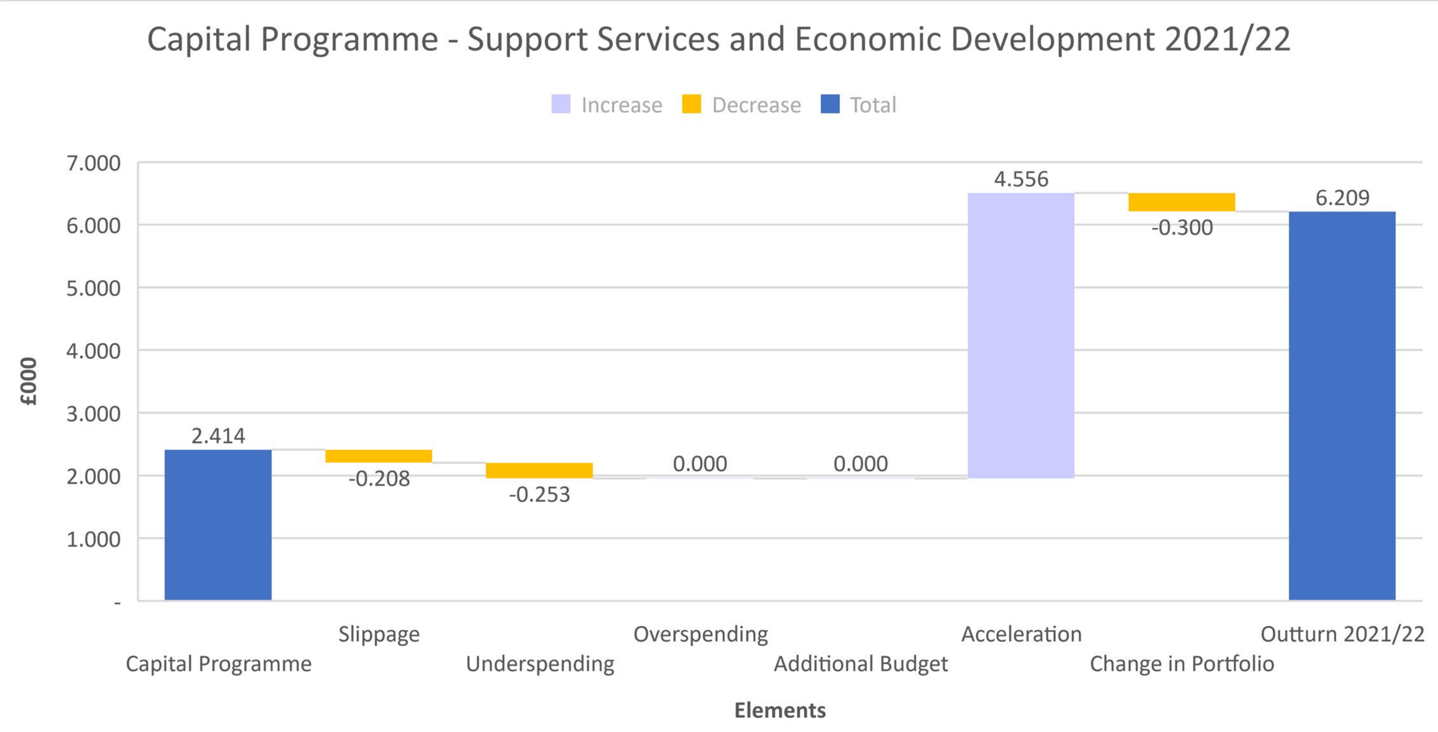
Performance Summary

12. There are three schemes within the portfolio. One of the schemes in delivery is rated green, indicating that the project is progressing as planned. Two of the schemes are funded from Pooled Business Rates and are reported directly to the West Sussex Council's Chief Executives' and Leaders Board.

Finance Summary

13. The capital programme; as approved by County Council in February 2021, agreed a programme totalling £5.174m for 2021/22. £2.760m of expenditure, originally profiled to spend in 2021/22, was accelerated into 2020/21, revising the capital programme to £2.414m.

14. During the year, the Support Services and Economic Development Capital Programme spent £6.209m, an increase of £3.953m when compared to the profiled spend in December 2021.



Key:
Capital Programme – The revised planned expenditure for 2021/22 as at 1st April 2021.
Slippage – Funding which was planned to be spent in 2021/22 but has since been reprofiled into future years.
Underspending – Unused funding following the completion of projects.
Overspending - Projects that require further funding over and above the original approved budget.
Additional Budget – Additional external funding that has entered the capital programme for the first time.
Acceleration – Agreed funding which has been brought forward from future years.
Outturn 2021/22 - Total capital programme expenditure as at 31st March 2022.

15. Details of movements of the financial profiling within the capital programme between December and March are as follows:

- **Slippage: (-£0.208m). Movement since Q3 report: (-£0.019m)**

    - **Bold Ideas, Creative Bognor - (-£0.019m) -** Small amount of slippage as costs profiled were slightly different to actuals, expenditure will go through in 2022/23.

- **Underspending: (-£0.253m). Movement since Q3 report: £0.000m**

- **Acceleration: £4.556m. Movement since Q3 report: £4.272m**

    - **SmartCore Transformation (Flexible Use of Capital Receipts)- £2.651m** – Spend on the Smartcore project has been funded by the use of capital receipts in line with the 2021/22 Budget Strategy.

    - **IT Transformation (Flexible Use of Capital Receipts) - £1.102m** – Spend on the IT Transformation project has been funded by the use of capital receipts in line with the 2021/22 Budget Strategy.

    - **IT Investment - £0.432m –** Investment in IT equipment that had previously been profiled to spend in 2022/23 has been accelerated into 2021/22.

    - **Gigabit Voucher Scheme - £0.055m -** Small amount of acceleration as costs profiled varied slightly to plan, expenditure has been forward funded from 2022/23.

    - **Converged Fibre - £0.032m -** Small amount of acceleration as costs profiled varied slightly to plan, expenditure has been forward funded from 2022/23.

- **Change In Portfolio: (-£0.300m). Movement since Q3 report: (-£0.300m)**

    - **Transformation Projects - (£0.300m) –** Spend in relation to the waste services transformation project, identified as an eligible project under the Flexible Use of Capital Receipts scheme, was held in this portfolio. All spend relating to this project is now recorded under the Environment and Climate Change portfolio.

16. The latest Capital Programme Budget Monitor is reported in **Appendix 4.**

Risk

17. The following table summarises the risks on the corporate risk register that would have a direct impact on the Portfolio. Risks to other portfolios are specified within the respective appendices to this report.

Risk No.	Risk Description	Previous Quarter Score	Current Score
CR11	There is a risk that the Council will not be seen as an attractive place to work by current and potential employees. This will result in problems **recruiting and retaining staff** in key skills areas.	12	16
CR39a	As a result of failing to maintain and ensure the correct use of our security systems and protocols, there is a risk of a successful **cyber-attack** directly from external threats; or indirectly as a consequence of staff accessing unsafe links from external sources and unauthorised/insecure website browsing. This will lead to significant service disruption and possible data loss.	25	25
CR39b	**Data protection responsibilities.** The Council is a Data Controller and has obligations and responsibilities arising from that role. Council needs resources, skills, knowledge, systems and procedures to ensure **obligations** are met.	9	9
CR50	WSCC are responsible for ensuring the health and safety at work of its staff and residents. There is a risk that if there is a **lack of Health and Safety awareness and accountability** by directorates to capture and communicate in accordance with Council governance arrangements, it will lead to a serious health and safety incident occurring.	9	9

18. Further details on all risks can be found in **Appendix 5** - Corporate Risk Register Summary.