

Appendix A: List of Approved Carry Forwards

[* note three require Executive approval]

Request Title	Amount Requested £	Notes
Total Carry Forward	2,079,300	
Development & Place:	290,750	
Land Charges System Update West Somerset	15,000	Service software migration has been delayed due to complexities in converting data.
Phosphates	125,000	The budget virement was approved in March 21 to be spent on the delivery of the wetland creation to cover the costs of a Programme Manager and Project Manager on a fixed term contract.
Planning Guarantee Refunds	91,750	There are several planning guarantees that are due or nearly due to be refunded. The service is working through and discussing extensions with those eligible.
Strategy & Policy	59,000	This budget is required to fund consultancy costs to (a) develop key evidence base for the Local Plan that was delayed due to uncertainty surrounding the Government's consultation on calculating housing requirements for Local Plans and (b) undertake Sustainability Appraisal work that was held back due to the delays on the SWT Local Plan timetable due to staff being diverted to other key Council priorities and COVID.
External Operations & Climate Change:	1,052,390	
Air Source - Market House	14,250	For the installation of energy efficient heating in the Market House that was delayed due to procurement processes and seeking listed building consent.
*Climate Change (CNCR Budget)	427,060	A budget of £500k and the principle of any under spend to be carried forward was approved at FC 26.10.20.
Footpath Maintenance	140,000	There is currently no budget for the repair and maintenance of footpaths in council parks. There is increasing pressure for this work to be undertaken before it becomes a H&S issue. This budget will be used to address this.
Bin-Infrastructure Grant Scheme	40,000	The council has been successful in its application for funding under the Resource Action Fund: "Bin-frastructure Grant Scheme" (Wrap). This budget is required to support this project. It is planned that the grant, 20-21 and 21-22 budget will be used to create a large replacement programme for litter and dog bins which will promote recycling on the go.
Operation Clean Sweep	35,000	To fund the corporate project Operation Clean Sweep.
Seagull Culling Programme	15,000	This will be used to deliver the Seagull Culling Programme, approved by the Executive, during 2021-22. The delivery of this programme during the 2020/21 season was missed due to COVID. The council will now need to reapply for a licence and employ a contractor in 21-22.
Food Hygiene Inspections	50,000	Due to the demands of COVID-19 work and staff vacancies, officers have been unable to meet the required food hygiene inspections. It is therefore proposed to use this salary underspend to employ agency / a contractor to meet the required inspections.

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*Leisure Maintenance	192,880	This underspent budget will be carried forward and used to fulfil the maintenance and contract commitments in leisure centres that were delayed in 2020-21 due to COVID-19.
Parish & Community Trees	7,000	SWT agreed to provide financial backing as part of the Friends Groups bid to SCC Climate Change Fund. The bid was successful, but the decision delayed by SCC. This has now been confirmed as successful, so funds need to be carried forwards to purchase hedging for the project.
Parking	100,000	This underspent budget will be carried forward to fulfil maintenance commitments which were delayed due to COVID-19.
S106 Lapsed Agreements	31,200	The timing on legacy S106 agreements have lapsed and have been paid back to the developer. The council may still honour these S106 agreements by way of a goodwill gesture.
Housing & Communities:	320,000	
*Homelessness	320,000	COVID has created a 'wave' effect for homelessness demand with a trough in 2020/21 but a 'tsunami' expected for 2021/22 once furlough ends; courts process S21 notice evictions; relationship breakdowns happen (e.g. caused by domestic abuse during lock downs) and sofa surfers move on. Another significant cost will be the need to cover shortfalls in income at Canonsgrove when we begin the decant to new accommodation. Fixed costs will continue, and we have committed to cover shortfalls to the YMCADG so that they break even. Forecasts for these shortfalls are being developed but could be 6 figure sums.
Internal Operations:	416,160	
Council Tax Support (Benefits)	53,740	This team still operates two systems since the creation of the new council. This budget will be used to migrate to one (more efficient and enhanced) operating platform with costs including consultancy costs, system health check and backfilling officer time seconded to the migration project.
Business Intelligence Capacity	32,560	The BI team are inundated with essential data requests, both for business as usual and for significant additional work. Additional funding has been identified for a new post from July. The carry forward request will help fund a three month secondment from April to July to help manage the workload.
Postage	10,000	An external provider was used to manage the organisation's outgoing mail during the COVID pandemic. This solution is more expensive than managing the mail in house. This budget will be used to cover any continued increase in costs in continuing the current arrangements and any implementation of alternative systems.
Goodland Gardens Electrics	30,000	Events have been highlighted as a key part of the bounce back programme to assist with the rejuvenating of town centres and businesses post COVID-19 Pandemic. Goodland Gardens is a popular event space and works are required to improve the electrical infrastructure at this site.

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Service Improvement & Efficiency - Programme BA Resource	110,000	This budget will be used to fund a senior business analyst resource to work alongside and coach the inhouse business analysts in the delivery of the service improvement and efficiency / Digital Innovation Programmes analysis needs through 21/22. Without the additional resource efficiency projects and projects supporting multiple directorates, such as GIS and Open Contractor, will not be able to proceed at this time.
Income Team Resource	24,180	To help fund temporary resourcing to tackle the backlog of Council Tax and Business Rate arrears cases awaiting enforcement. This situation has been exacerbated by our inability to take enforcement action over the previous 12 months as a result of COVID. We will shortly also have to contend with the implementation of the new Breathing Space legislation, which is likely to be resource intensive.
Microsoft 365 Project	27,760	The Microsoft 365 platform delivery was due to be completed by 31/3/21 but has over run into April/May 2021 due to the impact of COVID. SWT does not have the internal skill sets required for technical system configuration and implementation, so we are reliant upon external help. This carry forward allows us to fund an external contractor to complete the work.
Information Management Project	70,360	A project has been underway for the last 18 months to ensure data compliance and to move the authority's unstructured data to SharePoint on-line. This work has taken much longer than expected due to the impact of COVID-19. This budget will fund the external resources required to complete this project and provide mentoring to the new Information Governance post for their first 6 months in post.
Infrastructure Project	11,420	A project has been underway to replace ageing ICT infrastructure. This has required additional external technical resources to assist the internal team. The project is coming to an end but will continue into the first quarter of 2021/22 and therefore the current project underspend is required to continue funding external infrastructure engineers until completion of the project.
Internal Change Resources	46,140	The underspend is being used to fund a contract Firmstep form builder who is clearing a backlog of Firmstep form requests that has developed whilst resources have been directed to COVID-19 grant work and other priority work. A longer-term plan is being developed to address how Firmstep form building will be resourced and this temporary contract resource is needed until a permanent solution is found.