

## ITEM No ...2(i).....

**REPORT TO: CITY GOVERNANCE COMMITTEE – 29 FEBRUARY 2024**

**REPORT ON: REVENUE BUDGET AND COUNCIL TAX 2024/25**

**REPORT BY: EXECUTIVE DIRECTOR OF CORPORATE SERVICES**

**REPORT NO: 55-2024**

### **1 PURPOSE OF REPORT**

- 1.1 To advise Members of the current position regarding above and to remind them of the factors requiring decisions in order to set the Final 2024/25 Revenue Budget and Council Tax. The report also sets out the latest projections of savings and efficiencies that may be required over the period to 2033/34 to deliver a balanced budget for the Council.

### **2 RECOMMENDATIONS**

It is recommended that the Committee:

- 2.1 notes the contents of the Provisional 2024-2027 Revenue Budget Volume, report 56-2024 refers;
- 2.2 notes those factors which it requires to consider when setting the Final Revenue Budget and Council Tax for 2024/25, as detailed in paragraphs 3.1 to 7.3 of this report; and
- 2.3 notes the projected savings and efficiencies, as set out in paragraph 4.1 that are required in order to deliver a balanced budget for 2024/25;
- 2.4 note the estimated budget deficit, as set out in paragraph 4.1 for the Revenue Budget over the period to 2033/34.

### **3 BACKGROUND**

- 3.1 On 21 December 2023, the Local Government Settlement was announced that included provisional figures that are still subject to consultation between the Scottish Government and CoSLA. The City Governance Committee on 8 January 2024 considered report 9-2024 that provided details of the settlement and the implications for the Council's 2024/25 Revenue Budget. The report also detailed the proposed procedures to be followed by the City Governance Committee on Council Tax setting day (29 February 2024).
- 3.2 Over the past few months Executive Director of Corporate Services, in conjunction with the Council Leadership Team, have been preparing a Provisional Revenue Budget for 2024-27. The outcome of this exercise is reflected in the Provisional 2024-27 Revenue Budget Volume (report 56-2024 refers) and the total budget requirement for 2024/25 is £462.064m. It is emphasised this figure is before any amendments or budget savings which may be approved at this meeting.
- 3.3 The Provisional 2024/25 Revenue Budget reflects any budget growth items, cost pressures and savings that have been identified through the 2023/24 revenue monitoring process, together with additional income or new cost pressures that are expected to emerge in 2024/25. Details of these items are shown in the various appendices to this report.
- 3.4 There are 24 budget proposals being considered for approval by Council detailed in Appendix B, 1 of which have been assessed as requiring an Integrated Impact Assessment. A copy of the Integrated Impact Assessments showing the impacts and accompanying benefits of/mitigating factors for them is included as an Appendix E to this report. Of the remaining proposals, an appropriate senior officer responsible for implementation of the proposal has screened it and considered it as having no relevant impact on equality.

Draft Review of Charges 2024/25

- 3.5 A draft 2024/25 Review of Charges document has also been prepared that shows additional income of £0.307m which is not included in the Provisional 2024/25 Revenue Budget. It is stressed, however, that the final decision on the review of charges is a matter for this meeting. It should also be noted that the Council remains responsible for setting charges for services that are now delivered through the Dundee Health and Social Care Partnership. The draft 2024/25 Review of Charges document shows an additional £0.313m of income relating to the Dundee Health and Social Care Partnership.

Pay Awards, Price Inflation etc.

- 3.6 The Provisional 2024/25 Revenue Budget includes an estimated allowance of 3% for agreed pay awards in 2024 for all categories of staff, including Teachers and includes allowance for specific items of price inflation, and these are highlighted, where appropriate in Appendix B.

Contingency Provisions

- 3.7 A number of contingency provisions are included in the Provisional 2024/25 Revenue Budget. These include the general contingency for any unforeseen or emergency expenditure (£0.500m), together with specific amounts for 2024/25 pay pressures (£8.966m), new monies and adjustments included in the local government finance settlement. Full details are shown on page 5 of the Provisional 2024-2027 Revenue Budget Volume.

Capital Financing Costs / Interest on Revenue Balances

- 3.8 The total budgetary allowance for Capital Financing Costs/Interest on Revenue Balances is £22.429m. This allowance is based on the actual level of capital debt outstanding on 31 March 2023 plus an estimate of the net new borrowing shown in the 2024-2029 General Services Capital Plan (report 18-2024 refers). The projected average annual interest rate is 3.85% for 2024/25. The Executive Director of Corporate Services is of the opinion that the projected interest rate is at the minimum prudent level and cannot be reduced to a lower level.

Revenue Funding Allocation

- 3.9 The City Council's Revenue Funding Allocation for 2024/25 is estimated as follows:

	<b>2024/25</b>
	<b>£m</b>
General Revenue Funding	295.091
Non-Domestic Rates	<u>73.464</u>
	368.555
Ring-Fenced Grants	<u>8.653</u>
	<u>377.208</u>

- 3.10 The above figures represent the best-estimate of the Total Revenue Funding that will be available to the Council in 2024/25. Estimated income from ring-fenced grants is already included in the Provisional 2024/25 Revenue Budget. Accordingly, it is the sum of £368.555m that requires to be considered when setting the 2024/25 Council Tax. It is emphasised that the above amount excludes any funding in relation to Council Tax Freeze Grant or any further income still to be confirmed by Scottish Government e.g. SPPA Teachers Pension Contributions.

- 3.11 The Revenue Funding Allocation for 2024/25 includes the following new monies and other funding adjustments:

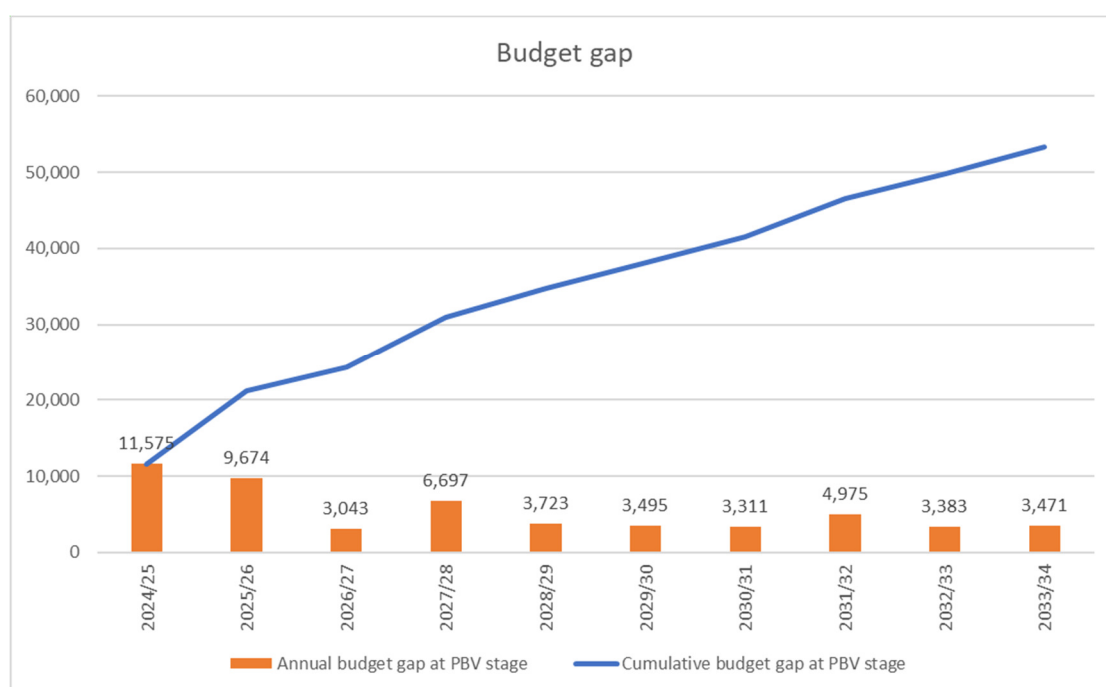
	<b>2024/25</b>
	<b>£m</b>
Share of £155m Pay Award Teachers	4.000
Share of £155m Pay Award Local Government Employees (LGE)	4.435
Share of £56m Pay Award Teachers	1.752
Legacy Pay £94m LGE	2.680
Reinstate Reserves Pay £17.2m LGE	0.490

Capital to Resource £120.6m LGE, 2022/23	3.439
Educational Psychologist Training	(0.006)
School Meal Expansion	(0.088)
Personal Nursing Care for the Elderly	0.111
Scottish Recommended Allowance for Kinship & Foster Care	0.508
Self-Directed Support	0.004
Discretionary Housing Payment costs (excluded from settlement)	<u>(2.654)</u>
<b>Total</b>	<b><u>14.671</u></b>

3.12 Budgets Delegated to Dundee Health and Social Care Partnership  
Budgets totalling £103.562m in 2024/25 will be delegated to the Dundee Health and Social Care Partnership that includes any new monies. The Dundee Integration Joint Board will agree it's 2024/25 Revenue Budget on 27 March 2024.

#### 4 BUDGET SAVINGS REQUIREMENTS

4.1 The graph below gives an indication of the projected budget funding gap over each of the next 10 years, and cumulatively. The starting point in the gap reflects the position contained in the current 2024/25 Provisional Budget Volume of £11.575m, i.e. prior to any further decisions taken as part of this year's budget process to balance the overall budget.



The above should be considered as a “best case” scenario and reflects additional cost pressures of at least £9.7m in 2025/26, rising by a further minimum of £3.0m in 2026/27.

The above projections include the revenue impact of the latest 5-year Capital plan, notably investments in the school estate: East End Community Campus and Western Gateway Primary School. Our assumption is that interest rates will gradually fall from the current level of 3.85% and then stabilise at 3.5% from 2030/31 onwards. In addition, in the context of single year financial settlements and well-publicised cost pressures across the public sector, it assumes that our funding will be maintained at current levels.

A summary of other key assumptions is as follows:

- no new borrowing from 2028/29 onwards (as reflected latest Capital Plan 2024-29);
- cost inflation falls and is then maintained at 2% per annum from 2026/27. This includes pay (Teachers and LGE) and service concession contracts i.e. PPP Schools, Waste to Energy Plant etc.;

- any incremental progression on salaries will be contained by services;
- additional growth provided for the running costs of the new Western Gateway primary school from 2027/28 onwards;
- containment of any future energy price rises will be met through property rationalisation and other energy reduction initiatives;
- demand and demographic changes will also be managed through prioritisation within services (see details below); and
- Council Tax (Band D) increases of 3% each year.

In preparing this long-term forecast projected population trends were considered. Over the 10 years of this financial projection, the population of Dundee is set to remain flat overall. However, within this, the proportion of the city's overall population that will be of pensionable age will increase by 12% and children will reduce by 8%. These key trends are also consistent within the latest 25-year projection (albeit that has a different base year).

<b>Dundee population</b>	<b>Movement 10 years (2025-2034) Inc/(Dec)</b>	<b>Movement 25 years (2018- 2043) Inc/(Dec)</b>
Children (aged 0 to 15)	(8%)	(11%)
Working age (aged 16 to 65)	(1%)	(2%)
Pensionable age (over 65)	12%	16%
Total population	0%	(1%)

*Source: National Records of Scotland*

Over the same 25-year period, a 5% increase in the number of households is projected. This is consistent with Scotland average, where households are increasingly fragmented and made up of fewer people. As outlined above, any additional demands for services, e.g. those services dealing with older people and because of an increased number of households, as well as demand reductions, e.g. falling school rolls, will need to be contained and managed within service budgets. Our assumption is that the operation of the grant floor mechanism will protect our share of Scottish Government funding, despite static population forecasts and falling pupil numbers. As part of the latest grant settlement the Deputy First Minister consulted local authorities for view on whether the current grant funding mechanism should be adjusted as part of finalising the Local Government Finance (Scotland) Order 2024. The City Governance Committee agreed on 8 January 2024 (report 9-2024 refers) that any review of how the grant floor mechanism operated should not be undertaken as part of the current settlement process and these views were submitted to the Scottish Government thereafter.

## **5 RESERVES AND BALANCES**

- 5.1 Section 12(1) of the Local Government in Scotland Act 2003 states that "It is the duty of a local authority to observe proper accounting practices". CIPFA have previously issued guidance on Local Authority Reserves and Balances (including updates in November 2008 and July 2014), and this guidance is considered to constitute proper accounting practice. The key requirements of the guidance, as they affect the Council, are two-fold:
- 1) the setting out of a clear protocol covering the purpose, utilisation, management, control and review of reserves and balances.
  - 2) the inclusion in the annual budget report of a statement on reserves and balances detailing the proposed strategy over the budget period, after considering the strategic, operational, and financial risks facing the Council.
- 5.2 The Policy and Resources Committee on 9 February 2004 agreed report 70-2004 (Revised Guidance on Reserves and Balances). This included a protocol for the operation of the Council's various Reserves and Balances, thereby addressing the first key requirement detailed in paragraph 11.1 above. The protocol on reserves was reviewed by officers as part of the 2013/14 budget process and was considered to remain relevant and fit for purpose. The protocol includes the following element which addresses the second key requirement detailed in paragraph 11.1 above:

In the annual budget report that is considered on Council Tax setting day, the Executive Director of Corporate Services shall include the following:

- i a statement showing the estimated opening and closing General Fund balances for the financial year ahead.
- ii a statement advising as to the adequacy of the General Fund balances over the budget period(s) under consideration, after considering the strategic, operational, and financial risks facing the Council.
- iii a statement reporting on the annual review of earmarked Reserves.

5.3 In accordance with the element of the protocol that relates to the annual budget report, the following statements are made by the Executive Director of Corporate Services:

- i the latest estimate projects the Council's General Fund balances to be as follows:

<b>General Fund</b>	<b>Opening Balance 1 April 2023 £000</b>	<b>(Surplus) / Deficit for the Year £000</b>	<b>Projected Balance 31 March 2024 £000</b>
Earmarked Carryforwards	5,962	1,794	4,168
Children Services pressures	4,300	4,300	-
Organisational Change Fund	2,532	109	2,423
Covid cost related pressures	14,647	2,481	12,166
Covid recovery measures	1,280	875	405
Service change initiatives	5,000	-	5,000
Roof Remedial Works	3,707	1,393	2,314
Inflationary pressures	3,800	3,255	45
Cost of Living pressures	-	-	500
Contribution to 2023/24 budget	1,750	1,750	-
Other earmarked Funds	4,443	788	3,655
<b>Total earmarked funds</b>	<b>47,421</b>	<b>16,745</b>	<b>30,676</b>
Unallocated Balance	9,226	1,849	7,377
<b>Total General Fund</b>	<b>56,647</b>	<b>18,594</b>	<b>38,053</b>

It is noted that of the Covid cost related pressures £5.373m are earmarked for car parking income shortfalls £2.250m, LACD income shortfalls £0.500m and to replenish the unallocated General Fund balance £2.623m. This would leave an adjusted covid reserve balance of £6.943m. After these adjustments therefore, the projected level of uncommitted General Fund balances carried forward to 2024/25 will be £10m. The Council's agreed medium-term financial strategy states that the minimum uncommitted element of the General Fund balance will be the higher of £8 million or 2% of budgeted revenue expenditure but, ideally, a higher level will be held for operational purposes.

- ii based on the provisional revenue budget the minimum level of unallocated balances that should be retained in line with the medium-term financial strategy would equate to £9.3m i.e. 2% of budgeted revenue expenditure. However, after considering the strategic, operational, and financial risks facing the Council (including volatility in energy prices, climate, and service demand in children's services) the view of the Executive Director of Corporate Service is that after replenishing the fund as outlined above, none of the adjusted unallocated balance of £10m should be used in setting the 2024/25 Council Tax. Elected members will be aware of previous references made by the Council's external auditor (Audit Scotland) to the relatively low level of uncommitted reserves held by the Council in comparison to other Scottish local authorities.

- iii the Council's earmarked reserves (i.e. the Renewal and Repair Fund, Insurance Fund Reserve, Capital Fund and Capital Grants/Receipts Unapplied) have all been reviewed and are adequate for their respective intended purposes.
- iv the remaining adjusted amounts held within the covid reserve of £6.943m could technically be used to balance the budget if required to do so although any proposal to do so must take cognisance this income would be one-off and would lead to further pressure in future years.

5.4 In preparing the above statements, the Executive Director of Corporate Services has considered the key strategic, operational, and financial risks facing the Council over the period. The main factors considered were:

- the residual impact of the Covid-19 pandemic and the implications for the Council's expenditure and income streams;
- the anticipated short to medium term impact of the current financial climate including reductions in core grant funding levels and reductions in chargeable income;
- the requirement to make significant savings over the short to medium term;
- the possibility of new cost pressures or responsibilities emerging during the year;
- potential changes in service provision;
- the certainty of significant income streams;
- the inherent uncertainty surrounding matters such as pay, interest rates and inflation;
- the impact of the Prudential Code for Capital Finance;
- the possibility of major items of unforeseen expenditure;
- the availability of general and specific contingency provisions;
- the possibility of identifying further budget savings and efficiencies, if required; and
- the adequacy of the Council's insurance arrangements.

By way of exemplification, the following table shows the potential financial impact of any variations against the current key budget assumptions:

<b>Budget Area</b>	<b>Current Assumption</b>	<b>Example Variation</b>	<b>Financial Impact</b>
Pay Awards	3%	0.1%	£249k
Price Inflation	Various	0.1%	£265k
Interest Rates (CLF Average Rate)	3.85%	0.1%	£493k
Government Grant Income	£368.5m	1.0%	£3,685k
Chargeable Income	£27.6m	1.0%	£276k

## 6 PROVISION FOR NON-COLLECTION OF THE COUNCIL TAX

6.1 The Council Tax was introduced in 1993/94 and the current collection figures in respect of the financial years 1993/94 to 2021/22 inclusive show a collection rate of around 96.8% with outstanding amounts continuing to be collected. A provision for the anticipated level of non-collection of the 2024/25 Council Tax requires to be decided by the City Governance Committee on 29 February 2024. Elected Members will recall that a non-collection provision of 3.2% was agreed in setting the Council Tax for 2023/24. Based on the actual collection figures referred to above, and in light in the current economic circumstances, it would be prudent to use the same level of non-collection when setting the 2024/25 Council Tax.

6.2 For the purposes of determining the net Council Tax base, the number of Band D equivalent properties is estimated at 53,986. This figure is before the provision for non-collection has been deducted. The Executive Director of Corporate Services is firmly of the opinion that the allowance for non-collection provision cannot be lower than 3.2%.

## 7 OUTCOME OF BUDGET CONSULTATION EXERCISE

7.1 A budget consultation survey was made available via the Council's internet site from late September to early November 2023. A total of 1,088 completed responses were received, a

90% increase on the previous year. The survey asked specific questions based on 10 Council services. Respondents were asked to rate the level of importance (within a budget setting context) that they felt towards these on a scale of 1 to 10 from least to most important. Education (Nursery, Primary and Secondary School) and Waste collection and recycling had the highest averages on the scale of importance and leisure and culture (museums, sports centres etc) had the lowest.

7.2 The survey also asked citizens if any services had become more or less important to them over the past year. The services with the highest number of respondents saying had become more important was Education (Nursery, Primary and Secondary School) and leisure and culture (museums, sports centres etc). The latter service also had the highest number of respondents saying it had become less important to them.

7.3 Respondents were asked what percentage change in Council Tax was preferable. The greatest response from the options available (39.8%) was for no increase, followed by 18.8% stating that they would prefer a 3% increase. The survey also asked for views on how the Council could review its services and property to save money, with the highest levels of agreement being for selling property that is no longer used, reducing, or stopping some non-essential services to protect other services and reducing or stopping grants given to other organisations.

## **8 POLICY IMPLICATIONS**

8.1 This report has been subject to the Pre-IIA Screening Tool and does not make any recommendations for change to strategy, policy, procedures, services, or funding and so has not been subject to an Integrated Impact Assessment. An appropriate senior manager has reviewed and agreed with this assessment.

## **9 CONSULTATION**

9.1 The Council Leadership Team has been consulted and is in agreement with the content of this report.

## **10 BACKGROUND PAPERS**

10.1 Scottish Government Finance Circular 8/2023 (21 December 2023).

**PAUL THOMSON**  
**HEAD OF CORPORATE FINANCE**

**ROBERT EMMOTT**  
**EXECUTIVE DIRECTOR OF CORPORATE SERVICES**

**20 FEBRUARY 2024**

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**APPENDIX A**

**BUDGET GROWTH / COST PRESSURES AND OTHER ADJUSTMENTS ALREADY REFLECTED IN 2024/25 PROVISIONAL REVENUE BUDGET VOLUME**

<b>Service:</b>	<b>Detail:</b>	<b>£m</b>
Various	Pay Award for Teachers and LGE staff	7.564
Corporate	Supplementary Superannuation costs reflecting increase in CPI	0.230
Various	Energy costs – reflects unbudgeted price increases	2.901
Various	Insurance – increased renewal premiums	0.600
Corporate	Loan charges to reflect latest borrowing in Capital Plan	3.133
Children & Families	SPPA Teachers Pensions Contributions increased by 3%	2.280
Children & Families	Contracted inflation for PPP/DBFM Schools contracts	1.258
Corporate	External childcare placements	2.000
Children & Families	Fostering, adoption and other childcare allowances	0.315
Children & Families	Increased cost of school catering due to food costs inflation	0.400
Neighbourhood Services	Contracted inflation for Waste to Energy Contract	0.396
Neighbourhood Services	Loss of income from Waste to Energy Contract	0.998
Corporate	Use of Balances reinstated (net of £1.5m non-recurring growth)	0.245
Corporate	Net reduction in grant settlement	3.257
Various	Various other cost pressures / growth	0.212
<b>Total</b>		<b>25.789</b>

## APPENDIX B

### BASE SAVINGS ALREADY REFLECTED IN PROVISIONAL 2024/25 REVENUE BUDGET VOLUME

<b>Service:</b>	<b>Detail:</b>	<b>£m</b>
Various	Savings previously agreed when setting 2023/24 Budget	0.178
Various	Community Hub Saving (part-year effect)	0.036
Various	Planned Procurement Savings	0.300
Various	Reduction in Pay Award Assumptions to 3%	1.119
Various	Reduction in LGPS Employer Pension Contributions from 17% to 15.7%	1.371
Various	Reduction in energy consumption following planned efficiency initiatives	0.678
Corporate	Council Tax Buoyancy	1.600
Corporate	Realignment of Council Tax Reduction Scheme	0.300
Corporate	Introduction of Empty Property Relief Scheme	1.750
Corporate	Loan Charge Saving from estimated Capital Slippage in 2023/24	0.500
Corporate	Council Tax Charges for Second Homes	0.308
Corporate	Removal of Lairs Fund	0.093
Children & Families	Planned reduction in teacher numbers (see also Appendix D)	1.984
Children & Families	Reduction in Resource Co-ordinators in Secondary Schools	0.051
Children & Families	Reduction in school cleaning days of 5 days per annum	0.049
Children & Families	Review of Primary Schools support staff formula	0.021
City Development	Reduction in marketing costs	0.021
Neighbourhood Services	Deletion of vacant Support Worker and Contact & Assessment Worker posts in Homefinder Project	0.068
Neighbourhood Services	Transformation of Organics Material Processing	0.050
Neighbourhood Services	Review of Trading Standards staffing structure	0.053
Chief Executive	Review of staff structure and vacant posts	0.043
Corporate Services	Deletion of various vacant posts within IT, Learning & Organisation Development and Democratic & Legal Services	0.323
Corporate Services	Removal of recurring budget for by-elections	0.015
Other	Various minor budget realignments	0.101
<b>Total</b>		<b>11.012</b>

**APPENDIX C**

**INCOME (EXCLUDING REVIEW OF CHARGES) ALREADY REFLECTED IN  
PROVISIONAL 2024/25 REVENUE BUDGET VOLUME**

<b>Service:</b>	<b>Detail:</b>	<b>£m</b>
Children & Families	Budget realignment to reflect various income including to departmental recharges, nursery fees and special educational needs etc.	0.087
City Development	Renewal of various commercial rental agreements including lease for Dundee House	0.869
City Development	Additional advertising income	0.025
City Development	Building Pre-Applications	0.002
City Development	Additional Growth Accelerator Funding for Waterfront (Site 6)	0.858
Neighbourhood Services	Various fees, charges, and other recharges	0.090
Neighbourhood Services	Transformation of metals/plastics contract processing	0.050
Neighbourhood Services	Transformation of paper/card contract processing	0.025
Neighbourhood Services	Recharges for services provided on behalf of Housing Revenue Account (HRA) including Safety & Alarm Centre, grounds and garden maintenance, pest control, anti-social behaviour	0.215
Neighbourhood Services	MEB lines 1 and 2 life extension arrangement	0.100
Corporate Services	Recharges for professional services provided on behalf of Superannuation Fund	0.160
Corporate	Recharges for professional services provided on behalf of HRA	0.065
<b>Total</b>		<b>2.546</b>

**PLANNED REDUCTION IN SCHOOL TEACHER NUMBERS**Background

Since 2017/18 local authorities have received funding to protect the pupil to teacher ratio, teacher numbers and to provide places for all probationers who require one. Additional funding has also been provided to local authorities to maintain increased teacher numbers and support staff. In 2023/24 the Scottish Government advised if this is not delivered by a local authority, they will withhold, or recoup funding allocated for these specific purposes.

The number of teachers that Scottish Government currently expects Dundee City to maintain is 1,395 full time equivalents.

Allocation Methodology

Primary and secondary teacher staffing allocations are issued to schools based on staffing formulas which is a collaborative process involving consultation with Head Teachers and led by the Primary and Secondary Staffing Review Groups. Currently, teacher staffing is devolved to primary and secondary schools based on two sets of information, one is core teacher allocation based on pupil numbers and the other is a small allocation for support for learning.

Saving Strategy

The proposed saving is expected to be delivered in two ways:

- change the existing formula for mainstream teachers which will result in a reduction of approximately 28 FTE teachers based on projected pupil rolls.
- change the allocation of Newly Qualified Teachers to Primary Schools, increasing from 0.6 FTE to 0.7 FTE. This equates to an approximate saving of 4.7 FTE based on projected pupil rolls.

The above change would result in an overall reduction in 32.7 FTE teachers and deliver an annual saving of £1.984m.

Impact

Officers will monitor and manage teaching staffing across the service to seek to ensure that whilst savings are achieved the Council continues to meet its obligations including in relation to teacher numbers.

Primary and Secondary Head Teachers continue to have discretion to deploy Pupil Equity Funding to support additional teaching and support staff within their establishments.

Note

According to the Scottish Government quality-assured census return (September 2023), Dundee has a total of 1,431.40 teachers in post (in primary, secondary, special, central and ELC). Therefore, the Service will be able to undertake this proposal without dropping below the threshold of 1,395 FTE teachers which may incur a financial penalty.

# Integrated Impact Assessment

Committee Report Number: 55-2024

Document Title: Revenue Budget and Council Tax 2024/25

Document Type: Other

Description:

To advise Members of the current position regarding the Revenue Budget and Council Tax 2024/ 25 and to remind them of the factors requiring decisions in order to set this. This Integrated Impact Assessment considers the impact of the proposed reduction in teacher numbers outlined in Appendices B and D of the report.

Intended Outcome:

To set a balanced budget.

Period Covered: 01/04/2024 to 31/03/2025

Monitoring:

The proposal will be monitored through the established revenue monitoring process. Staffing levels will be regularly monitored by the relevant Education Manager, supported by the Business Support Officer, to ensure compliance with regulations and that young people's needs are met.

Lead Author:

Paul Fleming , Head of Education (Chief Education Officer) , Children and Families Service,

[paul.fleming@dundee.gov.uk](mailto:paul.fleming@dundee.gov.uk) , 01382 433246,

5 Easy City Square

Director Responsible:

Audrey May , Executive Director - Children and Families Service , Children and Families Service

[audrey.may@dundee.gov.uk](mailto:audrey.may@dundee.gov.uk), 01382 433071

5 East City Square

# Equality, Diversity and Human Rights

## Impacts & Implications

Age: Negative

The proposal will see a reduction of 32.7 full time equivalent teachers from the primary and secondary teachers staffing formula, as outlined in Appendix D of the Report. According to the Scottish Government quality-assured census return in September 2023, Dundee has a total of 1,431.40 teachers in post across all sectors.

The Service will continue to comply with national agreements in relation to teacher: pupil ratios, class sizes and additional support needs requirements.

The reduction in numbers will have an impact on the flexibility of schools to be able to provide enhanced support to children and young people that having additional teachers over statutory requirements allows.

Primary and Secondary Head Teachers continue to have discretion to deploy Pupil Equity Funding to provide additional teaching and support staff within their establishments as required. Through quality assurance processes the Service will continue to monitor the impact of all decisions on the presence, progress and participation of our children and young people, and respond accordingly.

Disability: Negative

The reduction in teacher numbers will have an impact on the flexibility of schools to be able to provide enhanced support to children and young people that having additional teachers over statutory requirements allows. All young people will have continue to have their individual needs met - as per agreed individual plans. However, the reduced flexibility may have an impact on individual school's ability to provide enhanced support over and above requirements.

Primary and Secondary Head Teachers continue to have discretion to deploy Pupil Equity Funding to provide additional teaching and support staff within their establishments as required. Through quality assurance processes the Service will continue to monitor the impact of all decisions on the presence, progress and participation of our children and young people, and respond accordingly. The Service is also undertaking an Additional Support Needs (ASN) review to ensure that the service is efficient and effective in support children and young people at all levels (universal, targeted, and intensive)

Gender Reassignment: No Impact

Marriage & Civil Partnership: No Impact

Pregenancy & Maternity: No Impact

Race / Ethnicity: No Impact

Religion or Belief: No Impact

Sex: No Impact

Sexual Orientation: No Impact

Are any Human Rights not covered by the Equalities questions above impacted by this report?

No

## Fairness & Poverty

### Geographic Impacts & Implications

Strathmartine:	No Impact
Lochee:	No Impact
Coldside:	No Impact
Maryfield:	No Impact

North East:	No Impact
East End:	No Impact
The Ferry:	No Impact
West End:	No Impact

## Household Group Impacts and Implications

Looked After Children & Care Leavers: No Impact

Carers: No Impact

Lone Parent Families: No Impact

Single Female Households with Children: No Impact

Greater number of children and/or young children: No Impact

Pensioners - single / couple: No Impact

Unskilled workers or unemployed: No Impact

Serious & enduring mental health problems: No Impact

Homeless: No Impact

Drug and/or alcohol problems: No Impact

Offenders & Ex-offenders: No Impact

## Socio Economic Disadvantage Impacts & Implications

Employment Status: No Impact

Education & Skills: Negative

The Service will continue to comply with national agreements in relation to teacher: pupil ratios, class sizes and additional support needs requirements. The Service will also ensure that the Council continues to meet its obligations in terms of maintaining the required level of teacher numbers. However, the reduction in numbers will have an impact on the flexibility of schools to be able to provide enhanced support to children and young people that additional teachers allows. Where this is the case, Head Teachers may choose to use their Pupil Equity Fund (PEF) to provide this enhanced support if required through the use of various staff, including support staff.

Income: No Impact

Caring Responsibilities (including Childcare): No Impact

Affordability and accessibility of services: No Impact

Fuel Poverty: No Impact

Cost of Living / Poverty Premium: No Impact

Connectivity / Internet Access: No Impact

Income / Benefit Advice / Income Maximisation: No Impact

Employment Opportunities: Negative

The proposal to reduce the number of teachers in the Children and Families Service will result in fewer teacher job opportunities.

Education: Negative

The Service will continue to comply with national agreements in relation to teacher: pupil ratios, class sizes and additional support needs requirements. The Service will also ensure that the Council continues to meet its obligations in terms of maintaining the required level of teacher numbers. However, the reduction in numbers will have an impact on the flexibility of schools to be able to provide enhanced support to children and young people that additional teachers allows. Where this is the case, Head Teachers may choose to use their Pupil Equity Fund (PEF) to provide this enhanced support if required through the use of various staff, including support staff.

Health: No Impact

Life Expectancy: No Impact

Mental Health: No Impact

Overweight / Obesity: No Impact

Child Health: No Impact

Neighbourhood Satisfaction: No Impact

Transport: No Impact

## **Environment**

### **Climate Change Impacts**

Mitigating Greenhouse Gases: No Impact

Adapting to the effects of climate change: No Impact

### **Resource Use Impacts**

Energy efficiency & consumption: No Impact

Prevention, reduction, re-use, recovery or recycling of waste: No Impact

Sustainable Procurement: No Impact

### **Transport Impacts**

Accessible transport provision: No Impact



Sustainable modes of transport: No Impact

## Natural Environment Impacts

Air, land & water quality: No Impact

Biodiversity: No Impact

Open & green spaces: No Impact

## Built Environment Impacts

Built Heritage: No Impact

Housing: No Impact

Is the proposal subject to a Strategic Environmental Assessment (SEA)?

No further action is required as it does not qualify as a Plan, Programme or Strategy as defined by the Environment Assessment (Scotland) Act 2005.

## Corporate Risk

### Corporate Risk Impacts

Political Reputational Risk: Not Known

It is not known how this proposal may be perceived by members of the public, or the media, and as such, the likelihood of political or reputational damage is not known.

Whilst the total number of school teachers decreased overall across Scotland between 2022 and 2023, the number of teachers increased in Dundee in the same period. In 2024, Dundee City Council will maintain the required teacher numbers as determined by the Scottish Government.

Economic/Financial Sustainability / Security & Equipment: No Impact

Social Impact / Safety of Staff & Clients: No Impact

Technological / Business or Service Interruption: No Impact

Environmental: No Impact

Legal / Statutory Obligations: No Impact

Organisational / Staffing & Competence: Negative

There will be a reduction in staffing levels, which may lead to a slight increase in pupil: teacher ratios in some settings. Whilst ratios and class sizes will be within national agreements, there will be less flexibility to provide enhanced support. Head Teachers will make decisions about the use of their Pupil Equity Fund to provide any enhanced support where required. The Service monitors the progress of each school in relation to the achievement of their objectives, and will provide support and challenge as required.

Corporate Risk Implications & Mitigation:

The risk implications associated with the subject matter of this report are "business as normal" risks and any increase to the level of risk to the Council is minimal. This is due either to the risk being inherently low or as a result of the risk being transferred in full or in part to another party on a fair and equitable basis. The subject matter is routine and has happened many times before without significant impact.

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