

Forecast outturn 2020/21 at October 2020

Introduction

This Annex sets out the latest financial monitoring position as at 31 October 2020. The forecast includes the financial impact of COVID-19 for 2020/21 including the latest estimate for additional and exceptional expenditure and income losses which totals £52.3m.

The Revised Budget for 2020/21 agreed by Council on 8 September 2020 included virements to create budgets within services in relation to COVID-19 costs incurred to the end of July. As part of this report Cabinet is recommended to approve a further virement from the COVID-19 budget of £2.7m to the services for the period August to October 2020. Annex C-2b sets out the anticipated COVID-19 costs and income losses by Directorate for 2020/21 and the costs incurred to the end of October. It is expected that these costs will increase as the year progresses and that further income losses materialise. The COVID-19 Budget for costs and income losses is a one-off budget and will be used to fund these pressures. Whilst these costs are still expected to be incurred, the profile and timing may mean that some costs may fall into a different financial year. Furthermore, the financial impact of Covid-19 will not end on 31 March 2021, and additional costs are expected in 2021/22 and across the medium term. This will need to be taken into consideration as part of the Budget & Business Planning process for 2021/22. Further virements to move budget from the COVID-19 budget to the services where costs have occurred, or income losses are realised will be requested in future reports.

The following additional information is provided to support the information in this Annex:

Annex C – 1 (a) to (f)	Outturn Summary and Directorate Detail
Annex C – 2a	Virement Summary
Annex C – 2b	COVID-19 forecast and virement request
Annex C – 2c	Virements to Note
Annex C – 3	Earmarked Reserves Forecast
Annex C – 4	General Balances
Annex C – 5a	Government Grants Summary
Annex C – 5b	COVID-19 Grant Detail

Children's Services

A breakeven position is forecast by Children's Services against a budget of £132.0m. The directorate forecast outturn includes up to £7.4m of costs relating to COVID-19. Whilst these costs are still expected to be incurred, the profile and timing may mean that some costs may fall into a different financial year.

An in year overspend of £11.5m is forecast for the High Needs DSG, against a budget of £58.4m, which will be carried forward against DSG balances and is being managed through the SEN Transformation Project

Education and Learning

Variation

A breakeven position is forecast for this service following the virements agreed by Council on 8 September 2020.

Budget £29.8m

Key Issues

Variation breakeven

As reflected within the performance report demand for EHCPs remains high and has led to issues with timeliness so far this year. This is likely to require investment to address both any backlog and resolve timeliness issues going forward. Existing directorate resources have been targeted at this area. The impact of this will be kept under review and reported in the next budget cycle.

RAG rating

Amber

Outcomes Achieved

Yes

Financial Impact of COVID-19

To date additional funding of £0.3m has been allocated in relation to Covid-19 costs, with spend to date estimated at £0.1m. The forecast for this year is currently £0.3m. It is assumed that any shortfall in the budgets at present will be met from the Covid-19 budget for costs and income losses.

Significant areas of spend to date are £0.088m for Laptops and Virtual Tuition for children and £0.021m for PPE in Early Years Settings.

There is a risk that demand for Education, Health and Care Plans will increase now schools have returned which may increase workloads for Educational Psychologists and the Casework Team resulting in additional costs. It is assumed this pressure will be funded by Covid-19 budget for costs and income losses.

In addition, lost income is forecast at £0.3m within Education and Learning as a result of the partial closure of schools. It is forecast that this will total £0.4m for the full year. Most is anticipated to be funded through the Ministry of Housing, Communities and Local Government's (MHCLG) income guarantee scheme, with £0.1m which cannot be claimed anticipated to be funded from the Covid-19 budget for costs and income losses.

The overspend reported excludes any impact of the recovery phase for Home to School Transport. At the time of writing the School Transport Service has committed to an additional £0.240m of expenditure to fund extra transport capacity in the systems and anticipate further contingency to be released throughout the first half of the term. On 11 August 2020 the Department for Education (DfE) announced the Local Transport Authority funding allocations. The Council's allocation is £0.5m. This is

additional grant to help with the extra costs of providing Home to School Transport in line with the COVID-19 guidance. Modelling is taking place to understand the financial impact of continued extra capacity throughout the school year. Based on the forecast spend up to October, the expectation is that the unspent grant will be carried forward and applied to the period up to the end of the Autumn Term.

Since the last report an additional £0.1m has been received from the Coronavirus (Covid-19) Schools Fund to reflect claims for additional costs incurred by schools during the period March to July 2020, which will be allocated directly to the relevant schools.

Children's Social Care

Variation

A breakeven position is forecast for this service following the virements agreed by Council on 8 September 2020.

Budget £30.5m

Key Issues

Variation breakeven

At present there are no variances reported in this area.

RAG rating Green

Financial Impact of COVID-19

Outcomes Achieved
Yes

To date additional funding of £0.074m has been allocated in relation to Covid-19 costs, with spend to date estimated at £0.107m. The forecast for this year is currently up to £1.2m. It is assumed that any shortfall in the budgets at present will be met from the Covid-19 budget for costs and income losses.

The main costs incurred to date relate to an increase in allowances to reflect universal credit increases (£0.032m) and costs relating to isolation for Unaccompanied Children on arrival (£0.156m).

Significant additional spend on staff is now very likely following a significant increase in referrals and assessments following the period of lockdown and partial school closures. A significant proportion of this demand is also forecast to flow through to longer-term plans for children and families. On the basis of current trends, the cost in this year to meet this additional demand is forecast to be between £0.4m and £0.7m depending on the length of time additional resource is required. This will be linked to how long demand remains higher than capacity of the existing service and will be closely monitored.

**Children's Social
Care Countywide
Services**

Variation

A breakeven position is forecast for this service following the virements agreed by Council on 8 September.

Budget £65.7m

Key Issues

Variation breakeven

The forecast here remains risky as packages for individual children can cost in excess of £0.2m per annum, and therefore a small change in demand or children with significant support needs can have a significant impact on spend within this budget.

RAG rating Green

Outcomes Achieved

Yes

The demand seen in the referral and assessment service is likely to result in increased demand in the placement budget as some children enter care. Although some of this demand may be experienced this financial year, it is likely that any growth in demand for placements could be experienced over at least one to two years.

Financial Impact of COVID-19

To date additional funding of £0.814m has been allocated in relation to Covid-19 costs, with spend to date estimated at £1.249m. The forecast for this year is currently that there is £2.467m committed but spend could be as high as £3.558m. It is assumed that any shortfall in the budgets at present will be met from the Covid-19 budget for costs and income losses.

The main areas of spend to date have been in relation to support for families and young people. The costs breakdown in to £1m in relation to placements, £0.1m for costs incurred due to the effect of court delays and £0.1m in relation to staffing costs caused by the need for staff to isolate.

**Children's Central
Costs**

Variation

A breakeven position is forecast for this service following the virements agreed by Council on 8 September 2020.

Budget £5.6m

Key Issues

Variation breakeven

No variance is reported at this time.

RAG rating Green

Financial Impact of COVID-19

No variance is reported due to COVID-19 at this time.

Outcomes Achieved

Yes

Dedicated School Grant

High Needs	<u>Variation</u>
Budget £58.4m	The variation forecast is a forecast overspend of £11.5m.
Variation £11.5m (19.7%) overspend	<u>Key Issues</u>
RAG rating Red	The variance of £11.0m relates to the existing children and an expected growth in demand for Education, Health and Care Plans and support for the current year based on the currently announced high needs dedicated schools grant funding. Significant diagnostic work will be undertaken to analyse the relationship between activity, increased demand and spending pressures across the SEN funding system. Officers will work with Schools, Parents and other stakeholders to develop proposals for the High Needs Block to move into line with its operating budget in the medium term.
Outcomes Achieved Yes	
	<u>Financial Impact of COVID-19</u>
	There is a forecast cost of £0.5m due to the potential for costs to rise and loss of income due to the COVID-19 pandemic. This is a forecast for the risk of additional resources required for all SEN settings to maintain appropriate standards as schools reopen.

Early Years	<u>Variation</u>
Budget £38.8m	£0.2m of Covid costs have been funded in the revised budget.
Variation breakeven	<u>Key Issues</u>
RAG rating Red	The Early Years DSG is forecast to overspend by between £0.5 to £0.6m within year. There has been an increased take-up of SEN Inclusion Fund – which supports lower level SEN need in settings and a step change in the number of eligible 2 year olds. Options for managing the overspend will be discussed at Schools Forum in November, so this is reported as breakeven at this time.
Outcomes Achieved Yes	
	<u>Financial Impact of COVID-19</u>
	A package of provider support of £1.3m was agreed in April 2020. Spend to date is estimated at £0.5m with a further £0.3m committed. The forecast for this year is currently £1.3m.
	The Covid costs relate to provider sustainability payments to early years settings to meet statutory need, including a forecast risk into the future. It also includes additional opening (e.g. out of term-time), and key worker funding where children have been placed away from their usual setting.

It is assumed that any shortfall in the budgets at present will be met from the Covid-19 budget for costs and income losses.

Adult Services

A breakeven position is forecast for Adult Services against a budget of £196.4m.

The directorate forecast outturn includes **£7.8m** of costs relating to COVID-19, an increase of £0.1m from the previous month that have been incurred to 31 October.

Better Care Fund Pool	<u>Variation</u>
Budget £79.8m	A breakeven position is forecast for the pool. No change from the previous month.
Variation breakeven	<u>Financial Impact of COVID-19</u>
RAG rating Green	Included in the breakeven position is £4.2m of expenditure relating to costs arising from the COVID-19 pandemic. These include a 10% payment made to contracted care providers in April, May and June 2020.
Outcomes Achieved Yes	Because of a reduction in demand for care home placements there is also been a £0.4m increase in the forecast cost of vacant beds within the council's block contract arrangements, work is continuing to further validate this figure.

Key Issues

The pool combines health and social care expenditure on care homes, activity relating to hospital avoidance and prevention and early support activities for older people and adults with physical disabilities.

The existing arrangements for the Hospital Discharge Scheme ended on 31 August 2020, with a requirement to move everyone currently funded by the scheme onto business as usual arrangements by 31 March 2021.

New arrangements for hospital discharges from 1 September 2020 onwards, which support the provision of care for a period of up to six weeks until on-going care needs have been agreed and are now in operation. The funding for Scheme 2 is intended to support service activity that has been put in place specifically to support hospital discharge that is additional to business as usual provision, including for people who would ordinarily be self – funders, so is more limited than for Scheme 1.

The underlying level of demand for care home placements has reduced in 2020/21, following a slight increase in

previous months, activity reports are indicating a reduction in numbers during October with activity now comparable to the figures previously reported earlier in the year.

The forecast assumes that all the in-year savings agreed by Council in September will be achieved.

Adults with Care and Support Needs Pool

Budget £98.4m

Variation £0.2m underspend

RAG rating Green

Outcomes Achieved Yes

Variation

A £0.2m underspend is being reported for the pool, an increase from the break-even position reported last month, this is linked to the increase in the Oxfordshire Clinical Commissioning Group (OCCG) contribution to learning disabilities.

Financial Impact of COVID-19

Included in the forecast is £2.0m of expenditure relating to costs arising from the COVID-19 pandemic.

These include a 10% payment made to contracted social care providers in April, May and June 2020.

Key Issues

The pool supports a mix of health and social care needs for adults of working age with learning disabilities, acquired brain injury or mental health needs. So far, the COVID-19 pandemic has not increased demand in the pool, but this is continuing to be monitored.

The OCCG have confirmed their 2020/21 health contribution to the pool at £17.6m, this is an increase of £1.1m from the previous year.

The increase reflects two service users with health needs transitioning across from Children's Services at a part year cost of £0.6m, a £0.3m increase in the Oxford Health Foundation NHS Trust block contract plus a £0.2m increase in OCCG's contribution to learning disability personalisation costs.

A £0.2m increase in the cost of people with mental health needs falling outside the scope of the Outcome Based Contract with Oxford Health Foundation Trust is being continued is continued to be reported, this is now being offset by a reduction in OCC commitments within supported living.

The forecast for people with High Functioning Autism is now showing as breaking even reflecting one new service user being allocated against this area.

£0.5m net growth in expenditure covering the period until the end of the financial year is built into the forecast.

The forecast assumes that all the in-year savings agreed by Council in September will be achieved.

As part of the 2020/21 service and resource planning process £2.75m one-off funding was built into the budget to support pressures relating to Mental Health and Autism within Oxfordshire. Temporary funding arrangements put in place for NHS providers in response to the COVID-19 pandemic mean that some of this funding has not been needed and remains available to meet future pressures. £2.1m of the one-off funding will be moved into reserves for use in 2021/22.

Non-Pool Services

Variation

Budget £11.8m

A breakeven position is forecast for this service. No change from the previous month.

Variation breakeven

RAG rating Green

Financial Impact of COVID-19

Outcomes Achieved
Yes

Included in the breakeven position is **£1.4m** of expenditure relating to costs arising from the COVID-19 pandemic. These include additional staffing costs and a contribution to Homelessness costs in Oxford City. This is an increase of £0.2m from the previous month to cover continuing Adult Social Care workforce pressures. The forecast assumes that this will be covered by Corporate Contingency.

There is also a forecast loss of income of **£0.1m** due to the COVID-19 pandemic.

The forecast assumes that all the in-year savings agreed by Council in September will be achieved.

Commissioning

Variation

Budget £6.5m

A forecast overspend of £0.2m is being reported. This is an increase from the breakeven position reported last month.

Variation breakeven

RAG rating Green

Key Issues

Outcomes Achieved
- **Yes**

The forecast includes one – off agency costs of £0.1m, plus £0.1m of staffing vacancy targets that are not expected to be achieved.

COVID-19 Specific Grant Funding and Expenditure

Infection Control Grant

The first tranche of the Infection Control Grant of £7.3m (part of the £600m national total) was available to support providers with infection control measures from May to September 2020. This was required to be used to support adult social care providers to reduce the rate of COVID-19 transmission in and between care homes (75% of the grant total) and to support wider workforce resilience measures (25% of the grant). £5.4m was passed to care homes and £1.4m to domiciliary care providers to provide financial support with infection control measures. £0.4m was used to support external day time support providers to restart their services safely. Of the total passed to care homes, £0.1m was not spent on eligible activity and £0.2m had not been spent by the end of September. This will be reclaimed from providers and returned to the Department of Health and Social Care in line with their instructions

A second tranche of Infection Control Grant of £6.3m (part of £546m national total) has been allocated to the council to reduce the rate of COVID-19 transmission within and between care settings. The conditions specify that 60% the grant needs to be passed to care homes and a further 20% to domiciliary care providers. The remaining 20% of the grant will be allocated to care providers at the discretion of the council in line with the relevant guidelines.

The council has received the first half of the grant, with the remainder expected to be available in December if the criteria have all been met. The funding is required to be fully spent by care providers by 31st March 2021. Each provider is required to report on the use of the grant monthly from November onwards. As at 31 October, £1.8m was passed to care homes and £0.5m to domiciliary care providers to provide financial support with infection control measures

Public Health

A forecast breakeven position after the assumed use of the grant to fund Public Health eligible spend.

Variation

Breakeven against
£31.2m ringfenced
grant

Variation

A breakeven position is forecast for this service.

RAG rating
Green

Financial Impact of COVID-19

Outcomes Achieved
Yes

There has been no increase in costs arising from the COVID-19 pandemic or loss of income due to the COVID-19 pandemic but there have been one-off savings due to reductions in service provision in line with national directives.

Key Issues

The forecast breakeven position is after taking account of **£1.8m** reductions in planned spend. This includes a **£1.6m** reduction in spend due to reduced activity in sexual health services due to COVID-19 together with expediting a move to home testing previously scheduled for 2021/22 and a further **£0.4m** reduction in spend on NHS health checks due to a mandated ceasing of the face to face service during the pandemic. There is also a **£0.2m** underspend relating to staff vacancies at the start of the year.

Offsetting these savings are cost pressures of **£0.2m** in residential rehabilitation for drug and alcohol users due to increased demand and **£0.2m** cost pressure related to additional requirement under the grant to fund NHS pay inflation in contracts.

Work is progressing to agree £1.1m of spend elsewhere in the council that contributes to Public Health outcomes and is eligible to be funded by the grant in 2020/21.

The balance of the reported underspend will be transferred to the Public Health reserve.

COVID-19 Specific Grant Funding and Expenditure

Test and Trace Service Support Grant (£2.8m)

The council have received a £2.8m Test and Trace Service Support Grant to support the mitigation against and management of local outbreaks of COVID-19. To date there have been £1.5m of commitments recorded against this allocation, it is anticipated that the grant will be fully spent by year end.

Contain Outbreak Management Fund

On 6 November the Department of Health and Social Care (DHSC) notified the Council that its allocation of this grant was £5.5m based on the England entering National restrictions on 5 November 2020. The payment has been made to Upper-Tier Authorities for onward disbursement and covers the period to the end of March 2021. This grant is to help local authorities put in place proactive containment and intervention measures. A virement requesting this is funding is added to the COVID-19 budget is included in Annex C-2b

Communities

£0.1m (0.1%) forecast underspend compared to a budget of £87.2m, there is no change to the financial position reported last month.

Planning & Place	<u>Change from previous report</u>
Budget £4.9m	There is no change to the financial position previously reported.
Variation £0.0m (0.0%) breakeven	<u>Financial Impact of COVID-19</u> There is also a forecast loss of income of £0.1m of S38 income due to the COVID-19 pandemic. It is anticipated that most of the unachieved income will be recovered through the Sales, Fees and Charges Income Guarantee Scheme funded by MHCLG. The remaining pressure will be funded by the COVID-19 budget for costs and income losses.
RAG rating - Green	
Outcomes Achieved Yes	

Key Issues
The breakeven financial position includes a shortfall on the Travel Planning team income target of £0.3m. In 2020/21 this will be mitigated through the use of Road Agreement income, however there could be a future impact next year. There is also a risk of increased costs due to planning appeals against highways objections raised by the Council. This could amount of £350k across 2020/21 and 2021/22 depending on the appeal process outcomes.

Growth & Economy	<u>Change from previous report</u>
Budget £0.1m	There is no change to the financial position previously reported.
Variation £0.0m (0.0%) breakeven	<u>Key Issues</u> There is an on-going risk of a revenue pressure resulting from any reduction in the planned increase in capitalisation of salaries across Planning & Growth and/or not adopting new charge-out rates that do not accommodate service overheads, to support the planned increase cost of the Programme Office.
RAG rating - Green	
Outcomes Achieved Yes	

Communities Management	<u>Change from previous report</u> There is no change to the financial position previously reported.
Budget £0.4m	
Variation £0.0m (0.0%) breakeven	<u>Financial Impact of COVID-19</u> Included in the breakeven position is £0.1m of COVID-19 related expenditure covering Communities Directorate. This primarily relates to costs associated with re-opening the Household Waste Recycling Centres.
RAG rating – Green	
Outcomes Achieved Yes	<u>Key Issues</u> None to be reported
Community Operations	<u>Change from previous report</u> There is no change to the financial position previously reported. Although the income losses forecast as a result from the impact of COVID-19 have reduced.
Budget £57.9m	
Variation £0.0m (0.0%) breakeven	<u>Financial Impact of COVID-19</u> There is also a forecast loss of income of £3.0m of income due to the COVID-19 pandemic. This relates to parking and permit income (£1.9m), Supported Transport (£0.9m) and Waste Management (£0.2m). It is anticipated that most of the unachieved income will be recovered through the Sales, Fees and Charges Income Guarantee Scheme funded by MHCLG. The remaining £0.8m pressure will be funded by the COVID-19 budget for costs and income losses.
RAG rating - Green	
Outcomes Achieved Yes	<u>Key Issues</u> The forecast for Waste Management remains the same, however, waste growth now seems to be fluctuating at between 7% - 11%, when compared to last year. If growth continues at these levels it could adversely impact on future years budgets.
	The recovery phase for Home to School Transport, at the time of writing this report, is largely complete and although there is a risk that social distancing restrictions may be reintroduced later in the year, the current forecast complies with Government Guidelines, which results in a largely Business As Usual return. Although there are still no firm figures on student growth, the budget build assumes an average 3-year growth profile and initial indications are that this is materially correct. The cost of additional transport needed for a limited number of larger schools requiring an increase in routes to satisfy current social distancing rules, will be funded for the first 6-weeks, and hopefully for the remainder of the Autumn term through a Government grant. The outturn forecast at present for Mainstream assume a breakeven position and for SEND a -£0.7m underspend,

due to a budget build increase for 2019/20 assuming at the time that there would be an overspend, which by year end did not materialise.

Community Safety	<u>Change from previous report</u>
Budget £24.0m	There is no change to the financial position previously reported.
Variation £0.1m (0.4%) underspend	<u>Financial Impact of COVID-19</u> Funded costs currently include equipment costs and secondments to Ambulance services. Costs of Firefighter cover remain under review, as a recent spike, if it continues could further increase the overall predicted service COVID-19 related costs.
RAG rating - Green	
Outcomes Achieved Yes	
	<u>Key Issues</u> None to be reported.

Customers & Organisational Development

£0.3m (1.1%) forecast overspend compared to a budget of £27.0m, no change to the financial position previously reported.

Corporate Services	<u>Change from previous report</u>
Budget £2.0m	There is no change to the financial position previously reported.
Variation £0.0m (0%) breakeven	<u>Financial Impact of COVID-19</u> Included in the breakeven position is £0.2m of COVID-19 related expenditure covering COD Directorate. This includes staff costs for extending the Customer Service Centre operating hours, additional ICT needs to support home working, Occupational Health Assessments for non-school staff returning to work and Health & Safety costs for re-opening Libraries.
RAG rating - Green	
Outcomes Achieved Yes	
	<u>Key Issues</u> None to be reported

Human Resources & Organisational Development	<u>Change from previous report</u>
Budget £2.4m	There is no change to the financial position previously reported.
	<u>Key Issues</u>

Variation £0.0m The review of unfunded posts is complete, and a paper (0.0%) breakeven presented to CEDR in September was agreed.

RAG rating – Green

Outcomes Achieved

Yes

Communications, Strategy & Insight Change from previous report
There is no change to the financial position previously reported.

Budget £2.5m

Variation £0.0m Financial Impact of COVID-19
(0.0%) breakeven There is a forecast loss of income of £0.02m due to the COVID-19 pandemic, relating to lack of provision of data assessment services.

RAG rating - Green

Key Issues
The ongoing in-year impact of staff vacancies will be reported next month.

Outcomes Achieved

Yes

COVID-19 Specific Grant Funding and Expenditure

Food and Essential Supplies (Covid-19) Grant

A national £63m emergency scheme to support people who are struggling to afford food and other essentials due to COVID-19 was announced by government in June 2020. Details on the local allocation of £0.5m along with guidance on the purpose and use of the fund was published in July and the funding was received on 31 July. Guidance set out that government anticipated the funds would be utilised within 12 weeks.

The funding allocations have been made to upper tier authorities, but councils are expected to collaborate with partners to make most effective use of the funding in the interest of residents.

The Joint District Community Hub Working Group coordinates the Oxfordshire system's community engagement and support activity in relation to COVID-19 and this group was consulted to agree the approach to allocating the funding.

The majority of the funding was passed to the City and District Councils based on a formula that replicated the national allocation. Three County wide schemes also received funding.

COVID Winter Grant Scheme

On 8 November 2020 the Department for Work and Pensions (DWP) announced £170m COVID Winter Grant scheme to support children, families and the most vulnerable over the winter months. The Council's allocation is £1.3m and the funding should be used over the period of early December to 31 March. The Council is working with partners to agree the best route to distributing the funding to those who need it. It is expected that 50% of the funding will be received in early December with further funding released subject to an assessment of spend to date by the DWP. An update will be included in future reports.

Funding to support Clinically Extremely Vulnerable

On 2 November the DHSC notified the Council that it will receive £0.3m to support people on the Government's clinically extremely vulnerable list during the 4 week period of National restrictions. This is based on £14.60 per person on the shielding list. The Council will work with partners to utilise the funding effectively.

ICT & Digital

Budget £9.7m

Variation £0.0m
(0.0%) breakeven

RAG rating - Green

Outcomes Achieved
Yes

Change from previous report

There is no change to the financial position previously reported.

Key Issues

The service continues to work to meet its in year savings targets and delivery against the agreed IT strategy, recognising that some projects have been delayed due to the Covid pandemic and that the service is currently respond to increased demand.

Culture & Customer Experience

Budget £10.4m

Variation £0.3m
(2.9%) overspend

RAG rating – Amber

Outcomes Achieved
No

Change from previous report

There is no change to the financial position previously reported.

Financial Impact of COVID-19

Included in the above position is £1.9m of COVID-19 expenditure. These include the setting up and ongoing 'hibernation' costs of the Temporary Place of Rest facility.

There is also a forecast loss of income of £1.6m of income due to the COVID-19 pandemic. This relates to closure of public libraries (£0.2m), cessation of music lessons (£0.6m) and cessation of all ceremonies and other Registration services (£0.8m). It is anticipated that most of the

unachieved income will be recovered through the Sales, Fees and Charges Income Guarantee Scheme funded by MHCLG. The remaining £0.4m pressure will be funded by the COVID-19 budget for costs and income losses.

Key Issues

Our Registration, Library and Music Services are gradually reopening and beginning to see an increase in chargeable services. It is likely that the services will continue to see a drop in expected income due to COVID19 restrictions and the ongoing effect of this is being closely monitored on a monthly basis

Commercial Development, Assets & Investment

£1.3m (4.0%) forecast underspend compared to a budget of £32.2m, no change to the position previously reported.

**Property &
Community
Facilities
Management**

Change from previous report

There is no change to that reported in the previous financial report.

Budget £17.3m

Financial Impact of COVID-19

There is an underlying loss of income of £1.1m forecast due to the COVID-19 pandemic. This includes the loss of income on parent purchased meals across the Summer term and into the Autumn. It is anticipated that most of the unachieved income will be recovered through the Sales, Fees and Charges Income Guarantee Scheme funded by MHCLG. The remaining £0.3m pressure will be funded by the COVID-19 budget for costs and income losses.

Variation -£1.5m
(8.7%) underspend

RAG rating - Amber

Outcomes Achieved
Yes

Key Issues

None to be reported.

Law & Governance

Change from previous report

There is no change to that reported in the previous financial report.

Budget £5.7m

Variation £0.2m
(3.5%) overspend

Key Issues

It is noted that some large legal cases are upcoming which may increase the Counsel costs further.

RAG rating - Amber

Outcomes Achieved
Yes

Finance & Procurement	<u>Change from previous report</u> There is no change to that reported in the previous financial report.
Budget £8.9m	
Variation £0.0m (0.0%) breakeven	<u>Financial Impact of COVID-19</u> Included in the breakeven position is £1.3m of expenditure relates to the costs of PPE purchased in response to the COVID-19 pandemic. This central stock was for use across the Council to ensure all that all front-line workers met COVID-19 regulations.
RAG rating - Green	
Outcomes Achieved Yes	<u>Key Issues</u> The Provision Cycle transformation is cross-directorate and the implementation of Hub and spokes will be subject to timing differences. Depending on the outcome of the Hub consultation and appointment to posts there could be an in-year pressure of up to £0.1m, this will be monitored and reported as appropriate.

Corporate Measures

General Balances	As set out in the table on Annex C -4 the current forecast for general balances at 31 March 2021 is £30.3m , compared to the position at 1 April 2020 of £28.7m . This position assumes that forecast Directorate underspend of £1.1m and the Strategic Measures underspend of £0.5m are returned to balances.
RAG rating Green	

Reserves	On the 31 March 2020 Earmarked Reserves totalled £102.9m. As set out in Annex 3 reserves are forecast to be £83.0m at 31 March 2021 an increase of £2.8m from last month. The change reflects a contribution of £0.7m to the Public Health Reserve and a £2.1m contribution to the Budget Prioritisation Reserve which has been earmarked to offset Mental Health and Autism pressures in 2021/22.
RAG rating Green	

This position is after a transfer of £6.0m to a new Council Tax Collection Fund Reserve that is subject to agreement by Council 8 September 2020.

This includes a £22.3m deficit on the High Needs DSG grant reserve which reflects the forecast overspend of £11.7m during 2020/21. This is forecast to be carried forward to future years via earmarked reserves in accordance with recent clarification and guidance from DfE.

Grants As set out in Annex C-5a government grants totalling £399.6m will be received by the Council during 2020/21. This is an increase of **£11.7m** since the position reported last month.

RAG rating
Green

The grant funding that is being managed within the directorates and the associated spend against the funding is set out in the paragraphs above. A summary of this funding and how it has been allocated is set out in Annex C-5b. The main change this month is the addition of the Outbreak Containment Grant (**£5.3m**).

In addition, the grant allocation has been confirmed for Tranche 4 of the COVID-19 Emergency Funding and the first instalment has been confirmed for the Sales, Fees and Charges Income Guarantee Scheme. These grants are being managed corporately:

Tranche 4 – COVID-19 Emergency Funding

On 21 October 2020, MHCLG announced the allocation of a fourth tranche of unringfenced funding to help local authorities manage the impact of additional costs and pressures. Of the total £1bn fund the Council's allocation is **£3.9m**. The virement requesting this is allocated to the COVID Budget is set out in Annex 2b. This will take the total unringfenced funding received by the Council to £34.9m of which £34.6m is available for use in 2020/21 (£0.3m was applied to the previous financial year for additional costs incurred in March 2020).

Sales Fees and Charges Income Guarantee Scheme

The first claim was submitted in September for the Sales, Fees and Charges Income Guarantee Scheme for income losses of **£1.4m** up to 31 July 2020. The scheme allows Councils to claim 75% of income losses against 95% of the relevant income budgets. The claim has now been certified and payment is expected by the end of November 2020. Two further claims will be submitted during 2020/21 with the final claim covering the period to 31 March 2021 which will include a reconciliation of the total losses for the financial year.

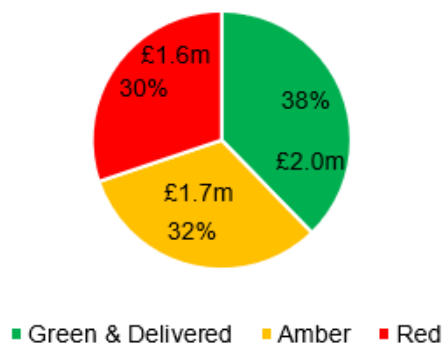
Medium Term Financial Plan Savings The 2020/21 budget agreed by Council in February 2020, includes planned savings of **£21.7m** of which £16.4m relates to Corporate saving plans and £5.3m relates to Directorate saving plans. Overall, 84.6% of these savings have been delivered or are forecast to be delivered by year end compared to the target of 95% set out in the budget agreed by Council in February 2020.

RAG rating
Red

£16.4m, 100%, of Corporate Savings Plans have been or are forecast to be delivered by year end.

% of savings expected to be achieved
84.6%

Directorate Saving Plans



£2.0m, 38%, of Directorate savings plans have been or are forecast to be delivered by year end.

£1.7m, 32%, are assessed as amber and are at risk of not being delivered in full year.

A further £1.6m, 30% are assessed as red and are not expected to be delivered in year. The majority of these savings relate to income generation which has been

affected by the Covid-19 pandemic.

The budget pressures arising from the non-delivery of savings form part of the Directorate positions reported above.

Some of the service redesign savings due to be achieved in 2020/21 have been temporarily funded as part of the in-year savings proposals. Permanent savings proposals will be included in the 2021/22 Budget and Business Planning process.

The Revised Budget agreed by Council on 8 September 2020 included additional one off savings proposals in 2020/21 of £14.9m. A significant proportion of the savings have already been delivered as a result of reduced activity up to 31 July 2020 as the Council put in place measures to comply with the Coronavirus Act, Health Protection Regulations and government guidance to manage the impact of the COVID-19 pandemic. It is expected that 100% of the in year savings will be achieved by year end.

Strategic Measures

RAG rating
Green

The table in Annex C - 4 sets out average in-house cash balances and average rates of return for September 2020. The current forecast outturn position for in house interest receivable is **£3.0m**, which is **£0.5m** above budget.

External Fund dividends are paid quarterly. The forecast outturn position for external fund returns is **£3.1m**, which is a breakeven position. This is £0.8m below the original budget which has been reduced to reflect the impact of Covid-19 on the performance of the external funds.

Interest Payable is forecast to be in line with the budgeted figure of **£15.0m**. The performance indicators relating to treasury management activity are set out in Annex C-4.

On 8 September 2020 Council agreed to transfer £3.3m from the Corporate Contingency to support increased costs on the placement budget within Children's Social Care. The remaining £1.5m budget to fund the Green Book and Hay pay awards have now been agreed at 2.75%, 0.75% higher than the budgeted amount of 2%. Pay budgets relating to these pay awards will be increased in November to correspond with the payments being made to

employees which will include a backdated increase to 1 April 2020. The virement will be included in the next report

Annex C-2b sets out the Council position on Covid expenditure, income losses and funding to the end of October. Cabinet are requested to approve the virement set out in Annex C-2b which covers the expenditure for the period up to the end of October and the grant income budgets for tranches 3 and 4 of the COVID support grant and the first claim of the Sales, Fees and Charges Compensation Scheme. Income losses not covered by the Compensation scheme totalling £1.6m will also be covered by this budget. The total financial impact of COVID-19 continues to be forecasted at £50.9m in 2020/21. If this remains unchanged, after taking account of additional funding, by the year end the COVID-19 Budget will be utilised in full. If there is insufficient funding in the COVID-19 Budget to meet costs or lost income, this will need to be met from general balances.

The current forecast of additional costs and lost income relating to COVID-19 for the financial year could change and we continue to revisit assumptions and implications as we move towards winter.

As set out in the Corporate Debtors section below there is likely to be an increase in the debt impairment at the end of the year. This would need to be funded by Corporate Contingency or General Balances.

**Debt and
Loan Write
Offs &
Impairments**

Covid-19 impact: The impact on debt levels remains, however, there has been a reduction from £1.1m to £0.6m this month in debt attributed to Covid-19 as some developer contribution cases have resolved. There are a handful of debtors seeking review of rental charges, however these account for a small amount of the total debt requiring impairment. Issues collecting income from individuals linked to financial hardship is not yet evident, but with formal legal proceedings recommencing in November more cases may come to light.

**Corporate
Debtors**

RAG rating
Red

The average collection rate has dropped this month, this is linked to a reduced volume of invoices issued in July; this would align with services not delivering services in full during the first lockdown. Importantly the collection rate based on the value of invoices for this period is 99%.

Debt requiring impairment (DRI) is again slightly reduced this month, down to £0.99m from £1.08m; this is due to a long-standing dispute being settled. The DRI level is still well above target (£0.47m), however with over 50% due to S106 arrears, which are expected to be resolved by January's report, it is forecast that we should finish the year near to the current balance.

Performance Indicators for this area are set out in Annex C-4.

**Debt and
Loan Write
Offs &
Impairments**

The invoice collection rate continues to be stable at just under 91% with, however it is below the target and work is continuing to improve up to the target of 92%. The Days Revenue outstanding has decreased this month as credits applied were much higher than in previous month; this appears to relate to debt under 1 year as the over 1 year debt level has increased.

**– Adult
Contribution
to Care
Charges**

Levels of debt requiring impairment (DRI) have held for the last 3 periods and remains at £0.162m above the balance held. The ASC Income team continue to work through a detailed action plan linked to reducing the level of bad debt by year end.

**RAG rating
Red**

Internal issues impacting debt collection are general impact of remote working; volume of case work linked to deaths; additional work linked to C19 impacts; cases held whilst a “hold” was placed on legal action. Further impact is also likely to be felt in the team over the next quarter due to the most experienced recovery officer taking up a new position; recruitment is underway to fill the upcoming vacancy.

External factors impacting collection are significant delays with: Court of Protection, Probate office and HMCTS.

Performance Indicators for this area are set out in Annex C-4.

Business Management & Monitoring Report
Position to the end of October 2020
Budget Monitoring

Directorate	Net Budget (Latest Estimate)	Outturn Forecast Year End	Total Projected Year End Variance underspend- overspend+	Total Projected Year End Variance	Variance Last Month	Change in Variance	Projected Year End Traffic Light
	£000	£000	£000	%	£000	£000	Red > 1% Green on track
Children's Services	132,007	132,007	0	0.0%	0	0	G
Adults Services	196,433	196,433	0	0.0%	0	0	G
Public Health	0	0	0		0	0	
Communities	87,201	87,107	-94	-0.1%	-94	0	G
Customers & Organisational Development	26,953	27,253	300	1.1%	300	0	R
Commerical Development, Assets and Investments	32,192	30,892	-1,300	-4.0%	-1,300	0	R
Directorate Total Net	474,786	473,692	-1,094	-0.2%	-1,094	0	G

Business Management & Monitoring Report
Position to the end of October 2020
Budget Monitoring

Directorate	Net Budget (Latest Estimate)	Outturn Forecast Year End	Total Projected Year End Variance underspend- overspend+	Total Projected Year End Variance	Variance Last Month	Change in Variance	Projected Year End Traffic Light
	£000	£000	£000	%	£000	£000	Red > 1% Green on track
Contributions to (+)/from (-)reserves	-3,773	-3,773	0	0.0%		0	
Contribution to (+)/from(-) balances	4,591	6,185	1,594	34.7%	1,594	0	
Public Health Saving Recharge	-1,571	-1,571	0	0.0%		0	
Transformation Savings	-300	-300	0	0.0%		0	
Contingency	1,523	1,523	0	0.0%		0	
COVID-19 Contingency	18,267	18,267	0	0.0%		0	
Insurance	2,942	2,942	0	0.0%		0	
Capital Financing	24,077	24,077	0	0.0%		0	
Interest on Balances	-9,649	-10,149	-500	-5.2%	-500	0	
Strategic Measures Budget	36,107	37,201	1,094	3.0%	1,094	0	
Unringfenced Government Grants	-35,188	-35,188	0	0.0%		0	
Council Tax Surpluses	-8,589	-8,589	0	0.0%		0	
Business Rates Top-Up	-40,546	-40,546	0	0.0%		0	
Business Rates From District Councils	-35,125	-35,125	0	0.0%		0	
Council Tax Requirement	391,445	391,445	0	0.0%	0	0	

Business Management & Monitoring Report
Position to the end of October 2020
Budget Monitoring - Children's Services

		Net Budget (Latest Estimate)	Outturn Forecast Year End	Total Projected Year End Variance underspend- overspend+	Total Projected Year End Variance	Variance Last Month	Change in Variance	Projected Year End Traffic Light
		£000	£000	£000	%	£000	£000	Red > 1% Green on track
CEF1	Education & Learning	29,779	29,779	0	0.0%	0	0	G
CEF2	Children's Social Care	30,517	30,517	0	0.0%	0	0	G
CEF3	Children's Social Care Countywide	65,746	65,746	0	0.0%	0	0	G
CEF4	Schools	404	404	0	0.0%	0	0	G
CEF5	Children's Services Central Costs	5,561	5,561	0	0.0%	0	0	G
Directorate Total		132,007	132,007	0	0.0%	0	0	G

Business Management & Monitoring Report
Position to the end of October 2020
Budget Monitoring - Adult Services

		Net Budget (Latest Estimate)	Outturn Forecast Year End	Total Projected Year End Variance underspend- overspend+	Total Projected Year End Variance	Variance Last Month	Change in Variance	Projected Year End Traffic Light
		£000	£000	£000	%	£000	£000	Red > 1% Green on track
SCS1-1A	Better Care Pool	79,786	79,786	0	0.0%	0	0	G
SCS1-1B	Adults with Care and Support Needs Pool	98,362	98,162	-200	-0.2%	0	-200	G
SCS1-2 to SCS1-9	Other Adult Social Care	11,799	11,799	0	0.0%	0	0	G
	Subtotal Adult Social Care	189,947	189,747	-200	-0.1%	0	-200	G
SCS3	Commissioning	6,486	6,686	200	3.1%	0	200	R
Directorate Total		196,433	196,433	0	0.0%	0	0	G

Business Management & Monitoring Report
Position to the end of October 2020
Budget Monitoring - Public Health

		Net Budget (Latest Estimate)	Outturn Forecast Year End	Total Projected Year End Variance underspend- overspend+	Total Projected Year End Variance	Variance Last Month	Change in Variance	Projected Year End Traffic Light
		£000	£000	£000	%	£000	£000	Red > 1% Green on track
PH1& 2	Public Health Functions	30,607	29,907	-700	-2.3%	0	-700	R
PH3	Public Health Recharges	633	633	0	0.0%	0	0	G
PH4	Grant Income	-31,240	-31,240	0	0.0%	0	0	G
	Transfer to Public Health Reserve	0	700	700	0.0%	0	700	G
Directorate Total		0	0	0	0.0%	0	0	

Business Management & Monitoring Report
Position to the end of October 2020
Budget Monitoring - Communities

		Net Budget (Latest Estimate)	Outturn Forecast Year End	Total Projected Year End Variance underspend- overspend+	Total Projected Year End Variance	Variance Last Month	Change in Variance	Projected Year End Traffic Light
		£000	£000	£000	%	£000	£000	Red > 1% Green on track
PG1	Planning & Growth Management	0	0	0	0.0%	0	0	G
PG2	Planning & Place	4,861	4,861	0	0.0%	0	0	G
PG3	Growth & Economy	88	88	0	0.0%	0	0	G
Subtotal Planning & Growth		4,949	4,949	0	0.0%	0	0	
COM1	Communities Management	436	436	0	0.0%	0	0	G
COM2	Community Operations	57,852	57,852	0	0.0%	0	0	G
COM4	Community Safety	23,964	23,870	-94	-0.4%	-94	0	G
Subtotal Communities		82,252	82,158	-94	-0.1%	-94	0	G
Directorate Total		87,201	87,107	-94	-0.1%	-94	0	G

Business Management & Monitoring Report
Position to the end of October 2020
Budget Monitoring - Customers and Organisational Development

	Net Budget (Latest Estimate)	Outturn Forecast Year End	Total Projected Year End Variance underspend- overspend+	Total Projected Year End Variance	Variance Last Month	Change in Variance	Projected Year End Traffic Light
	£000	£000	£000	%	£000	£000	Red > 1% Green on track
COD1 Corporate Services	1,962	1,962	0	0.0%	0	0	G
COD2 Human Resources & Organisational Development	2,375	2,375	0	0.0%	0	0	G
COD3 Communications, Strategy & Insight	2,466	2,466	0	0.0%	0	0	G
COD4 ICT & Digital	9,736	9,736	0	0.0%	0	0	G
COD5 Culture & Customer Experience	10,414	10,714	300	2.9%	300	0	R
Directorate Total	26,953	27,253	300	1.1%	300	0	G

Business Management & Monitoring Report
Position to the end of October 2020
Budget Monitoring - Customers and Organisational Development

		Net Budget (Latest Estimate)	Outturn Forecast Year End	Total Projected Year End Variance underspend- overspend+	Total Projected Year End Variance	Variance Last Month	Change in Variance	Projected Year End Traffic Light
		£000	£000	£000	%	£000	£000	Red > 1% Green on track
CDAI1	Property, Investment & Facilities Management	17,311	15,811	-1,500	-8.7%	-1,500	0	R
CDAI2	Law & Governance	5,739	5,939	200	3.5%	200	0	R
CDAI3	Finance & Procurement	8,878	8,878	0	0.0%	0	0	G
CDAI4	CDAI Management Costs	264	264	0	0.0%	0	0	G
Directorate Total		32,192	30,892	-1,300	-4.0%	-1,300	0	G

Business Management & Monitoring Report: Children's Services
Position to the end of October 2020
Revenue Budget Monitoring

		BUDGET 2020/21		
		Original Budget	Movement to Date	Latest Estimate
		£000	£000	£000
CEF1	Education & Learning			
	Gross Expenditure	92,408	-2,077	90,331
	Gross Income	-61,899	1,347	-60,552
		30,509	-730	29,779
CEF2	Children's Social Care			
	Gross Expenditure	36,328	-3,570	32,758
	Gross Income	-3,260	1,019	-2,241
		33,068	-2,551	30,517
CEF3	Children's Social Care Countywide Services			
	Gross Expenditure	65,463	5,046	70,509
	Gross Income	-4,245	-518	-4,763
		61,218	4,528	65,746
CEF4	Schools			
	Gross Expenditure	190,476	-865	189,611
	Gross Income	-190,260	1,053	-189,207
		216	188	404
CEF5	Children's Services Central Costs			
	Gross Expenditure	6,182	-102	6,080
	Gross Income	-519	0	-519
		5,663	-102	5,561
	Expenditure Total	390,857	-1,568	389,289
	Income Total	-260,183	2,901	-257,282
	Total Children's Services Net Budget	130,674	1,333	132,007
MEMORANDUM: DEDICATED SCHOOLS GRANT - DSG Funded Expenditure (Gross)				
	Schools DSG	121,258	-4,193	117,065
	High Needs DSG	52,798	5,583	58,381
	Early Years DSG	37,375	1,378	38,753
	Central DSG	4,118	8	4,126
	Total Gross	215,549	2,776	218,325

Business Management & Monitoring Report: Children's Services
Position to the end of October 2020
Revenue Budget Monitoring

		BUDGET 2020/21		
		Original Budget	Movement to Date	Latest Estimate
		£000	£000	£000
SCS1	Adult Social Care			
SCS1-1A	Better Care Fund Pool Contribution			
	Gross Expenditure.	79,720	66	79,786
	Gross Income.	0	0	0
		79,720	66	79,786
SCS1-1B	Adults with Care and Support Needs Pool Contribution			
	Gross Expenditure.	95,358	3,004	98,362
	Gross Income.	-2	2	0
		95,356	3,006	98,362
SCS1-2 to SCS1-9	Other Adult Social Care Services			
	Gross Expenditure	32,914	12,314	45,228
	Gross Income	-19,582	-13,847	-33,429
		13,332	-1,533	11,799
	Total Adult Social Care	188,408	1,539	189,947
SCS2	Commissioning			
	Gross Expenditure	6,700	1,097	7,797
	Gross Income	-1,061	-250	-1,311
	Total Commissioning	5,639	847	6,486
	Expenditure Total	214,692	16,481	231,173
	Income Total	-20,645	-14,095	-34,740
	Total Adult Services Net Budget	194,047	2,386	196,433

Business Management & Monitoring Report: Children's Services
Position to the end of October 2020
Revenue Budget Monitoring

		BUDGET 2020/21		
		Original Budget	Movement to Date	Latest Estimate
		£000	£000	£000
PH 1 & 2	Public Health Functions			
	Gross Expenditure	29,317	1,518	30,835
	Gross Income	-228	0	-228
		29,089	1,518	30,607
PH3	Public Health Recharges			
	Gross Expenditure	633	0	633
	Gross Income	0	0	0
		633	0	633
PH4	Grant Income			
	Gross Expenditure	0	0	0
	Gross Income	-29,722	-1,518	-31,240
		-29,722	-1,518	-31,240
	Expenditure Total	29,950	1,518	31,468
	Income Total	-29,950	-1,518	-31,468
	Total Public Health Net Budget	0	0	0

Business Management & Monitoring Report: Communities
Position to the end of October 2020
Revenue Budget Monitoring

		BUDGET 2020/21		
		Original Budget	Movement to Date	Latest Estimate
		£000	£000	£000
Planning & Growth				
PG1	Planning & Growth Management			
	Gross Expenditure	0	0	0
	Gross Income	0	0	0
		0	0	0
PG2	Planning & Place			
	Gross Expenditure	11,412	2,444	13,856
	Gross Income	-6,198	-2,797	-8,995
		5,214	-353	4,861
PG3	Growth & Economy			
	Gross Expenditure	625	0	625
	Gross Income	-537	0	-537
		88	0	88
Total Planning & Growth		5,302	-353	4,949

Business Management & Monitoring Report: Communities
Position to the end of October 2020
Revenue Budget Monitoring

		BUDGET 2020/21		
		Original Budget	Movement to Date	Latest Estimate
		£000	£000	£000
Communities				
COM1	Communities Management			
	Gross Expenditure	0	0	0
	Gross Income	0	0	0
		0	0	0
COM2	Community Operations			
	Gross Expenditure	100,345	2,461	102,806
	Gross Income	-41,386	-3,568	-44,954
		58,959	-1,107	57,852
COM4	Community Safety			
	Gross Expenditure	27,865	-1,074	26,791
	Gross Income	-3,120	293	-2,827
		24,745	-781	23,964
	Total Communities	83,704	-1,452	82,252
	Expenditure Total	140,247	4,267	144,514
	Income Total	-51,241	-6,072	-57,313
	Total Communities Net Budget	89,006	-1,805	87,201

Business Management & Monitoring Report: Communities
Position to the end of October 2020
Revenue Budget Monitoring

		BUDGET 2020/21		
		Original Budget	Movement to Date	Latest Estimate
		£000	£000	£000
COD1	Corporate Services			
	Gross Expenditure	1,751	211	1,962
	Gross Income	0	0	0
		1,751	211	1,962
COD2	Human Resources & Organisational Development			
	Gross Expenditure	3,621	-76	3,545
	Gross Income	-1,179	9	-1,170
		2,442	-67	2,375
COD3	Communications, Strategy & Insight			
	Gross Expenditure	4,127	-64	4,063
	Gross Income	-1,108	-489	-1,597
		3,019	-553	2,466
COD4	ICT & Digital			
	Gross Expenditure	11,531	-752	10,779
	Gross Income	-317	-726	-1,043
		11,214	-1,478	9,736
COD5	Culture & Customer Experience			
	Gross Expenditure	16,570	1,540	18,110
	Gross Income	-8,408	712	-7,696
		8,162	2,252	10,414
	Expenditure Total	37,600	859	38,459
	Income Total	-11,012	-494	-11,506
	Total Customers & Organisational Development Net Budget	26,588	365	26,953

Business Management & Monitoring Report: Commercial Development, Assets & Investment
Position to the end of October 2020
Revenue Budget Monitoring

		BUDGET 2020/21		
		Original Budget	Movement to Date	Latest Estimate
		£000	£000	£000
CDAI1	Property, Investment & Facilities Management			
	Gross Expenditure	30,532	-5,264	25,268
	Gross Income	-11,058	3,101	-7,957
	Total Property, Investment & Facilities Management	19,474	-2,163	17,311
CDAI2	Law & Governance			
	Gross Expenditure	6,637	-102	6,535
	Gross Income	-797	1	-797
	Total Law & Governance	5,840	-101	5,738
CDAI3	Finance & Procurement			
	Gross Expenditure	9,820	1,856	11,676
	Gross Income	-2,485	-313	-2,798
	Total Finance & Procurement	7,335	1,543	8,878
CDAI4	Finance & Procurement			
	Gross Expenditure	9,820	264	264
	Gross Income	-2,485	0	0
	Total Finance & Procurement	7,335	264	264
	Expenditure Total	56,809	-3,246	43,743
	Income Total	-16,825	2,789	-11,552
	Total Commerical Development, Assets & Investment Net Budget	39,984	-457	32,191

COVID Budget 2020/21
Cabinet 15 December 2020

	COVID - 19 April - July 2020	COVID - 19 August - October 2020	COVID -19 Estimated Costs	Total Latest Estimate
	<i>Temporary virement previously agreed</i>	<i>Virement Requested</i>		
	£000		£000	£000
Children's Services				
Gross Expenditure	1,724	664	4,654	7,042
Gross Income	0	0	312	312
	1,724	664	4,966	7,354
Adult Services				
Gross Expenditure	6,874	891	6,249	14,014
Gross Income	0	0	35	35
	6,874	891	6,284	14,049
Public Health				
Gross Expenditure	0	0	0	0
Gross Income	0	0	0	0
	0	0	0	0
Communities				
Gross Expenditure	673	50	0	723
Gross Income	0	0	4,756	4,756
	673	50	4,756	5,479
Customers & Organisational Development				
Gross Expenditure	2,049	691	0	2,740
Gross Income	0	0	1,456	1,456
	2,049	691	1,456	4,196
Commercial Development, Assets & Investment				
Gross Expenditure	1,455	450	8	1,913
Gross Income	0	0	740	740
	1,455	450	748	2,653
Corporate Measures	11,557	5,838	1,150	18,545
COVID-19 Budget for Expenditure and Income Losses	18,267	4,946	-23,213	0
Total Expenditure & Income Losses	42,599	13,530	-3,853	52,276
Unringfenced Grant Funding	-26,931	-13,530	-1,379	-41,840
Net Total	15,668	0	-5,232	10,436

COVID Budget 2020/21
Children's Services
Cabinet 15 December 2020

		COVID - 19 Expenditure August - October 2020	Total
		£000	£000
CEF1	Education & Learning		
	Gross Expenditure	53	53
	Gross Income		0
		53	53
CEF2	Children's Social Care		
	Gross Expenditure	23	23
	Gross Income		0
		23	23
CEF3	Children's Social Care Countywide Services		
	Gross Expenditure	195	195
	Gross Income		0
		195	195
CEF4	Schools		
	Gross Expenditure	220	220
	Gross Income		0
		220	220
CEF5	Children's Services Central Costs		
	Gross Expenditure	173	173
	Gross Income		0
		173	173
	Expenditure Total	664	664
	Income Total	0	0
Total Children's Services Net Budget		664	664

COVID Budget 2020/21
Adult Services
Cabinet 15 December 2020

		COVID - 19 Expenditure August - October 2020	Total
		£000	£000
SCS1	Adult Social Care		
SCS1-1A	Better Care Fund Pool Contribution		
	Gross Expenditure.	517	517
	Gross Income.		0
		517	517
SCS1-1B	Adults with Care and Support Needs Pool		
	Contribution		
	Gross Expenditure.	27	27
	Gross Income.		0
		27	27
SCS1-2 to SCS1-9	Other Adult Social Care Services		
	Gross Expenditure		0
	Gross Income		0
		0	0
	Total Adult Social Care	544	544
SCS2	Commissioning		
	Gross Expenditure	347	347
	Gross Income		0
	Total Commissioning	347	347
	Expenditure Total	891	891
	Income Total	0	0
	Total Adult Services Net Budget	891	891

COVID Budget 2020/21
Public Health
Cabinet 15 December 2020

	COVID - 19 Expenditure August - October 2020	Total
	£000	£000
PH 1 & 2 Public Health Functions		
Gross Expenditure		0
Gross Income		0
	0	0
PH3 Public Health Recharges		
Gross Expenditure		0
Gross Income		0
	0	0
PH4 Grant Income		
Gross Expenditure		0
Gross Income		0
	0	0
Expenditure Total	0	0
Income Total	0	0
Total Public Health Net Budget	0	0

COVID Budget 2020/21
Communities
Cabinet 15 December 2020

		COVID - 19 Expenditure August - October 2020	Total
		£000	
<hr/>			
COM1	Communities Management		
	Gross Expenditure	50	50
	Gross Income		0
		<hr/>	<hr/>
		50	50
COM2	Community Operations		
	Gross Expenditure		0
	Gross Income		0
		<hr/>	<hr/>
		0	0
COM4	Community Safety		
	Gross Expenditure		0
	Gross Income		0
		<hr/>	<hr/>
		0	0
	Gross Expenditure	50	50
	Gross Income	0	0
		<hr/>	<hr/>
	Total Communities	50	50
<hr/>			

COVID Budget 2020/21
Customers & Organisational Development
Cabinet 15 December 2020

	COVID - 19 Expenditure August - October 2020	Total
	£000	
COD1 Corporate Services		
Gross Expenditure	91	91
Gross Income		0
	91	91
COD2 Human Resources & Organisational Development		
Gross Expenditure		0
Gross Income		0
	0	0
COD3 Communications, Strategy & Insight		
Gross Expenditure		0
Gross Income		0
	0	0
COD4 ICT & Digital		
Gross Expenditure		0
Gross Income		0
	0	0
COD5 Culture & Customer Experience		
Gross Expenditure	600	600
Gross Income		0
	600	600
Expenditure Total	691	691
Income Total	0	0
Total Customers & Organisational Development Net Budget	691	691

COVID Budget 2020/21
Commerical Development, Assets & Investment
Cabinet 15 December 2020

		COVID - 19 Expenditure August - October 2020	Total
		£000	
CDAI1	Property, Investment & Facilities Management		
	Gross Expenditure		0
	Gross Income		0
		0	0
CDAI2	Law & Governance		
	Gross Expenditure		0
	Gross Income		0
		0	0
CDAI3	Finance & Procurement		
	Gross Expenditure	204	204
	Gross Income		0
		204	204
CDAI4	CDAI Management Costs		
	Gross Expenditure	246	246
	Gross Income		0
		246	246
	Expenditure Total	450	450
	Income Total	0	0
	Total Commerical Development, Assets & Investment Net Budget	450	450

COVID Budget 2020/21
Corporate Measures and Funding
Cabinet 15 December 2020

	COVID - 19 Expenditure August - October 2020	COVID -19 Grant August - October 2020	Total
	£000	£000	£000
Contributions to (+)/from (-)reserves			0
Contributions to (+)/from (-)Balances			0
Public Health Saving Recharge			0
Transformation Savings			0
Contingency			0
COVID-19 Budget	4,946		4,946
Insurance			0
Capital Financing			0
Interest on Balances			0
Unringfenced Government Grants			
-Covid-19 Support Grant		-7,692	-7,692
-Outbreak Containment Grant	5,533	-5,533	0
-Clinically Extremely Vulnerable Support Grant	305	-305	0
Council Tax Surpluses			0
Business Rates Top-Up			0
Business Rates From District Councils			0
Total Corporate Measures and Funding	10,784	-13,530	-2,746

COVID Budget 2020/21
Position to the end of October 2020

CABINET IS RECOMMENDED TO NOTE THE VIREMENTS AS DETAILED BELOW:

Directorate (CD = Cross Directorate)	Month of Cabinet meeting	Month of Directorate MMR	Narration	Budget Book Line	Service Area	Permanent / Temporary	Expenditure + increase / - decrease £000	Income - increase / + decrease £000	
CD	Dec	Oct	School Improvement Grant October Update	CEF1-3	Learning & School Improvement	P	-9	0	
				VSMMGT	Strategic Measures	P	0	9	
CS	Dec	Oct	Family Safeguarding Savings Recoding	CEF2-2	Social Care	T	-250	0	
			Central DSG Allocation to Match Schools Forum Agreement	CEF3-1	Corporate Parenting	T	250	0	
				CEF1-4	Access to Learning	P	46	-46	
				CEF4-3	Non-Delegated Schools Costs	P	-46	46	
				CEF4-5	Capitalised Repairs & Maintenance	P	0	0	
AS	Dec	Oct	transferring a social work post to SKT344 Hospital team from SKT503	BCFPPOOL	Better Care Fund Pool	P	41	-41	
				SCS1-1A	Better Care Fund Pool Contribution	P	41	0	
				SCS1-2	Adult Protection & Mental Capacity	P	-41	0	
Grand Total								32	-32

Business Management & Monitoring Report - October 2020
Cabinet - 15 December 2020
Earmarked Reserves

	2020/21			Last reported forecast as at 31 March 2021 £000	Change in closing balance to last forecast £000	Commentary
	Balance at 1 April 2020 £000	Movement £000	Balance at 31 March 2021 £000			
Schools' Reserves	14,565	13	14,578	14,578	0	In accordance with the Education Reform Act 1988, the scheme of Local Management of Schools provides for the carry forward of individual schools surpluses and deficits. These reserves are committed to be spent on schools. Other School Reserves cover a number of miscellaneous education activities, including amounts loaned to individual schools against school reserves, and School Partnership Accounts.
Vehicle and Equipment Reserve	2,871	-871	2,000	2,000	0	This reserve is to fund future replacements of vehicles and equipment.
*Grants and Contributions Reserve	21,415	-31,761	-10,346	-11,046	700	This reserve has been set up to hold unspent grants and contributions committed to be spent in future years. This includes the Dedicated Schools Grant and Public Health Grant
Government Initiatives	806	-605	201	201	0	This reserve is used to hold underspends on budgets funded by unringfenced grants held that relate to specific agreed outcomes or the implementation of Government initiatives.
Trading Accounts	542	-240	302	302	0	This reserve holds funds relating to traded activities to help manage investment.
Council Elections	531	218	749	749	0	This will be used to fund future elections. In years where no County Elections take place any underspend on the Council Elections budget will be transferred to this reserve.
Partnership Reserves	3,003	0	3,003	3,003	0	To be spent on OxLEP related project expenditure and the Growth Deal

Business Management & Monitoring Report - October 2020
Cabinet - 15 December 2020
Earmarked Reserves

	2020/21			Last reported forecast as at 31 March 2021 £000	Change in closing balance to last forecast £000	Commentary
	Balance at 1 April 2020 £000	Movement £000	Balance at 31 March 2021 £000			
On Street Car Parking	2,010	0	2,010	2,010	0	This surplus has arisen under the operation of the Road Traffic Regulation Act 1984 (section 55). The purposes for which these monies can be used are defined by statute.
Transformation Reserve	3,134	-934	2,200	2,200	0	£1.0m allocated over 2019/20 and 2020/21 to provide seed funding for locality based youth provision
Demographic Risk Reserve	3,000	3,000	6,000	6,000	0	In light of the significant pressures relating to High Needs DSG and other budgets with demographic volatility. This reserve will help to manage demographic risk.
Youth Provision Reserve	1,000	-1,000	0	0	0	This reserve is needed to fund the implementation costs of the Council's Transformation programme.
Budget Prioritisation Reserve	3,444	641	4,085	1,985	2,100	This reserve is being used to support the implementation of the Council's priorities and the Medium Term Financial Plan.
Insurance Reserve	11,392	-1,000	11,392	11,392	0	This reserve covers the County Council for insurance claims that, based on the previous experience of the County Council, are likely to be received, as well as a number of insurance related issues.
Business Rates Reserve	1,049	0	1,049	1,049	0	This reserve is to smooth the volatility of Business Rates income.
Capital Reserves	33,554	1,685	35,239	35,239	0	This reserve has been established for the purpose of financing capital expenditure in future years.
Budget Equalisation Reserve	0	0	0	0	0	This reserve is being used to manage the cash flow implications of the variations to the Medium Term Financial Plan.
Investment Pump Priming Reserve	0	2,000	2,000	2,000	0	
Council Tax Collection Fund Reserve	0	6,000	6,000	6,000	0	

Business Management & Monitoring Report - October 2020

Cabinet - 15 December 2020

Earmarked Reserves

	2020/21		
	Balance at 1 April 2020	Movement	Balance at 31 March 2021
	£000	£000	£000
Redundancy Reserve	548	2,000	2,548
Total Reserves	102,864	-20,854	83,010
*Includes DSG High Needs Deficit Reserve	-11,221	-11,114	-22,335

Last reported forecast as at 31 March 2021 £000	Change in closing balance to last forecast £000
2,548	0
80,210	2,800

Commentary

General Balances

	£m	£m
General Balances at 31 March 2020		24.1
Planned contribution as per MTFP in 2020/21		4.6
General Balances at 1 April 2020		28.7
Directorate and Strategic Measures Underspend		1.6
Projected Level of General Balances at 31 March 2021		30.3
Risked Assessed Level of General Balances 2020/21		23.4

Strategic Measures

Month	Average cash balance	Average rate of return
October 2020	£412.66m	0.82%

Performance Indicator	Actual	Target
Average interest rate achieved in-house compared to treasury Management Budgeted Rate	0.82%	>=0.85%
Average Annualised Return achieved compared to Benchmark Rate* (Pooled Fund)	3.20%	>=3.75%

Debt and Loan Write Offs & Impairments - Corporate Debtors

Corporate Debtors

Performance Indicator	Target	August	September	October
Invoice collection rate	97.50%	83.60%	92.20%	86.00%
Avg. days outstanding	35	25	25	26
Debt requiring impairment	<£0.30m	£1.08m	£1.05m	£0.99m
Unsecure debt over 1 year	<£0.50m	£1.05m	£1.03m	£0.51m
Write offs as % of income YTD	<0.10%	0.00%	0.00%	0.01%

Adult Contribution to Care Charges

Performance Indicator	Target	August	September	October
Invoice collection rate	92.00%	90.30%	90.30%	90.84%
Avg. days outstanding	100	115	116	113
Debt requiring impairment	<£2.00m	£2.95m	£2.97m	£2.99m
Unsecure debt over 1 year	<£1.60m	£4.09m	£3.88m	£4.08m
Write offs as % of income YTD	<1.0%	0.17%	0.88%	0.44%

Business Management & Monitoring Report - July 2020
Cabinet - 15 December 2020
Government Grants 2020/21

	Directorate	Issued By	Estimate 2020/21	In year Adjustments / New Allocations reported previously	In year Adjustments/ New Allocations reported this time	Latest Allocation
			£000	£000	£000	£000
	Children's Services					
	Dedicated School Grants					
R	Dedicated Schools Grant (DSG) - Schools Block	DfE	117,406	1,188	-1,529	117,065
R	Dedicated Schools Grant (DSG) - Central Block	DfE	4,126	0	0	4,126
R	Dedicated Schools Grant (DSG) - Early Years Block	DfE	38,639	0	113	38,752
R	Dedicated Schools Grant (DSG) - High Needs Block	DfE	60,373	0	-1,992	58,381
	Subtotal DSG Grants		220,544	1,188	-3,408	218,324
	School Grants					
R	Pupil Premium	DfE	5,255	114	-114	5,255
R	Education Funding Agency - Sixth Form Funding and Threshold	DfE	224	0	0	224
R	PE and Sport Grant	DfE	2,350	0	0	2,350
R	Universal Infant Free School Meals	DfE	4,020	0	0	4,020
R	Teacher's Pay Grant	DfE	1,430	0	0	1,430
R	Teacher's Pension Grant	DfE	2,771	0	0	2,771
R	Coronavirus Catch Up Premium	DfE	0	0	0	0
R	Coronavirus (Covid-19) Schools Fund	DfE	0	0	0	0
	Subtotal School Grants		16,050	114	-114	16,050
	Other Children's Services Grants					
R	Youth Justice Board	YJB	548	0	0	548
R	Asylum (USAC and Post 18)	HO	1,844	0	0	1,844
R	Role of the Virtual School Head	DfE	0	66	0	66
R	Extended Personal Adviser Duty Grant	DfE	77	0	0	77
R	Staying Put Implementation Grant	DfE	225	46	0	271
R	Remand Framework	YJB	25	52	0	77
	Subtotal Other Children's Services Grants		2,719	164	0	2,883
	TOTAL CHILDREN'S SERVICES		239,313	1,466	-3,522	237,257

Business Management & Monitoring Report - July 2020
Cabinet - 15 December 2020
Government Grants 2020/21

	Directorate	Issued By	Estimate 2020/21	In year Adjustments / New Allocations reported previously	In year Adjustments/ New Allocations reported this time	Latest Allocation
			£000	£000	£000	£000
	Adult Services					
R	Improved Better Care Fund	DHSC	8,099	0	0	8,099
R	Winter Pressures	MHCLG	2,292	0	0	2,292
R	Infection Control Grant 1	DHSC		7314	0	7,314
R	Infection Control Grant 2	DHSC		6314	0	6,314
	TOTAL ADULT SERVICES		10,391	13,628	0	24,019
	Public Health					
R	Public Health Grant	DHSC	31,329	-89	0	31,240
R	HIV PREP Grant	DHSC		0	122	122
R	Wayfinding Grant	SE		0	130	130
R	Track and Trace	MHCLG		2858	0	2,858
	TOTAL PUBLIC HEALTH		31,329	2,769	252	34,350
	Communities					
R	Bus Service Operators Grant	DfT	0	795	0	795
R	Additional Dedicated H2S & College Transport Grant			519	0	519
R	Natural England	DEFRA	227	0	0	227
R	Fire Fighter's Pension Fund Grant	MHCLG	1,361	0	0	1,361
R	Fire Fighter's New Dimensions Grant	MHCLG	40	-1	0	39
R	Building Risk Review Grant	HO		60	0	60
R	Protection Uplift Grant	HO		272	0	272
R	MaaS:CAV	Innovate UK		638	0	638
R	V2 Go Project	Innovate UK		132	0	132
R	OmniCAV	Innovate UK		235	0	235

Business Management & Monitoring Report - July 2020
Cabinet - 15 December 2020
Government Grants 2020/21

	Directorate	Issued By	Esimote 2020/21	In year Adjustments / New Allocations reported previously reported	In year Adjustments/ New Allocations reported this time	Latest Allocation
			£000	£000	£000	£000
R	Park & Charge	Innovate UK		580	0	580
R	Virgin Park & Charge	Innovate UK		26	0	26
R	Data Driven Safety Tool	Innovate UK		151	0	151
R	Quantum Gravimeter	Innovate UK		84	0	84
R	Resilient CAV	Innovate UK		25	0	25
R	Heart Park Project	DFT		90	0	90
R	GTC DfT Congestion Tool	DFT		59	0	59
R	CAVL4R	DFT		11	0	11
	TOTAL COMMUNTIES		1,628	3,676	0	5,304
	Customers & Organisational Development					
R	Music Service	AC	837	0	0	837
R	Library projects - Building Bridges	AC		15	0	15
R	Food and essential supplies (COVID) grant	DEFRA		507	0	507
	TOTAL CUSTOMERS & ORGANISATIONAL DEVELOPMENT		837	522	0	1,359
	Strategic Measures					
U	Lead Local Flood Authority	DEFRA	45			45
U	Extended Rights to Free Travel	DfE	278	177		455
U	Fire Revenue Grant	MHCLG	213			213
U	Troubled Families - Service Transformation Grant	MHCLG	500			500
U	Troubled Families Attachement Fees - Phase 2	MHCLG	143			143
U	Troubled Families Payment by Result	MHCLG		73		73
U	New Homes Bonus	MHCLG	4,137			4,137
U	Local Reform & Community Voices Grant	DfE	515	103		618

Business Management & Monitoring Report - July 2020
Cabinet - 15 December 2020
Government Grants 2020/21

	Directorate	Issued By	Estimate 2020/21	In year Adjustments / New Allocations reported previously reported	In year Adjustments/ New Allocations reported this time	Latest Allocation
			£000	£000	£000	£000
U	Independent Living Fund	DfE	3,454			3,454
U	School Improvement and Brokering Grant	DfE	570	-13		557
U	Section 31 Grant for Business Rate Compensation	MHCLG	5,144			5,144
U	Social Care Support Grant	MHCLG	12,031			12,031
U	COVID-19	MHCLG		12695	7692	20,387
U	Key Stage 2 Moderation and Key Stage 1 Phonics Grant	DfE		22		22
U	Wellbeing for Education Return Grant	DfE		112		112
R	Oubreak Containment Grant	DHSC			5,533	5,533
R	Support for Clinically Extremely Vulnerable	DHSC			305	305
U	Sales, Fees and Charges Compensation	MCLG			1,379	1,379
U	Business Rates Top-Up	MHCLG	40,546			40,546
	Subtotal Strategic Measures		67,576	13,169	14,909	95,654

Business Management & Monitoring Report - July 2020
Cabinet - 15 December 2020
Government Grants 2020/21

	Directorate	Issued By	Esimote 2020/21	In year Adjustments / New Allocations reported previously reported	In year Adjustments/ New Allocations reported this time	Latest Allocation
			£000	£000	£000	£000
	Grants held on behalf of Local Enterprise Partnership					
R	Oxford Innovation Business Support	BEIS	205			205
R	European Regional Development Fund		900			900
R	EU Transition - Growth Hub Funding	BEIS			54	54
R	DCLG (Local Enterprise Partnership Funding)	MHCLG	500			500
	Subtotal Grants held on behalf of Local Enterprise Partnership		1,605	0.0	54	1,659
	TOTAL STRATEGIC MEASURES		69,181	13,169	14,963	97,313
	Total All Grants		352,679	35,230	11,693	399,602

Ringfenced

R Ringfenced
U Un-ringfenced

Issued by

DfE Department for Education
YJB Youth Justice Board
HO Home Office
DHSC Department of Health
MHCLG Ministry for Housing, Communities & Local Government

DfT Department for Transport
BEIS Department for Business, Energy & Industrial Strategy
DEFRA Department for Environment, Food and Rural Affairs
AC Arts Council
SE Sports England

**COVID-19 Grant Detail
Cabinet 15 December 2020**

Government Department	Directorate	Grant Name	Total Grant Funding	Allocation to General Fund	Allocation to be determined	Allocation to schools	Allocation to Providers and Voluntary Sector	Allocation to District and City Councils
			£'000	£'000	£'000	£'000	£'000	£'000
Ringfenced Funding								
DHSC	Adult Services	Infection Control Grant 1	7,314				7,314	
DHSC	Adult Services	Infection Control Grant 2	6,314				6,314	
DEFRA	Customers and Organisational Development	Food and Essential Supplies	507				53	454
DHSC	Public Health	Test and Trace Service Support Grant	2,858		1,358			1,500
DfE	Communities	Home to School Transport	518				518	
DFT	Communities	COVID-19 Bus Services Support Grant	422				422	
DfE	Claimed directly by schools	Exceptional costs associated with coronavirus (COVID-19) Grant	305			305		
DfE	Children's Services	Covid Catch Up Fund	590			590		
DWP	Customers and Organisational Development	Winter Grant Scheme	1,368		1,368			
Total Ringfenced Grants			20,196	-	2,726	895	14,621	1,954
Unringfenced Funding								
MHCLG	Strategic Measures	COVID-19 Emergency Grant Tranche 1 *	14,539	14,539				
		Tranche 2	12,695	12,695				
		Tranche 3	3,791	3,791				
		Tranche 4	3,900	3,900				
MHCLG	Strategic Measures	Sales, Fees and Charges Income Guarentee Scheme (Claim 1)	1,379	1,379				
DfE	Children's Services	Wellbeing for Return to Schools	112			112		
DHSC	Public Health	Clinically Extremely Vulnerable	305		305			
DHSC	Public Health	Contain Outbreak Management Fund	5,533		5,533			
Total Unringfenced Grants			42,254	36,304	5,838	112	-	-
Total COVID-19 Grant Funding			62,450					
Grants to OCC								

*£0.3m was applied to expenditure in 2019/20