



**Cabinet
Tuesday, 15 September 2020**

ADDENDA

4. Questions from County Councillors (Pages 1 - 2)

Attached.

5. Petitions and Public Address (Pages 3 - 4)

Attached.

8. SEND High Needs Funding (Pages 5 - 10)

The report sets out the background to how SEND (High Needs) top-up funding currently operates for Early Years settings and mainstream Primary and Secondary schools in Oxfordshire and how, with Cabinet's approval, a transfer of unallocated Dedicated School Grant funds agreed by School Forum will help support an increase in top-up funding to better meet the needs of children in these schools and settings. This will be a one year top-up increase and will not be available in subsequent years. Because this is a change to the funding formula to schools, then this can only be enacted by Cabinet.

Also attached are the comments from the Education Scrutiny Committee held on 9 September 2020.

Cabinet is RECOMMENDED to:

- (a) Note a one-off increase in top-up funding for Early Years settings for 2020/21 funded through the High Needs Block (HNB) of the Dedicated Schools Grant (DSG). The increase will only be available in the year 2020-2021 and top-up funding is then likely to revert to previous levels***
- (b) Note a one-off increase in top-up funding for mainstream Primary schools for 2020/21 funded through the High Needs Block of the Dedicated Schools Grant. The increase will only be available in the year 2020-2021 and top-up funding is then likely to revert to previous levels***
- (c) Approve a one-off increase in top-up funding for mainstream Secondary schools for 2020/21 funded through the High Needs Block of the Dedicated Schools Grant in those cases where the formulaic approach is insufficient for schools to meet the needs of the child. This is a change to the current funding formula. This decision would not reduce the amount of top-up funding a Secondary school currently receives. The increase will only be available in the year 2020-2021 and top-up funding is then likely to revert to previous levels.***

9. Business Management & Monitoring Report - July 2020 (Pages 11 - 50)

Annex C attached

13. Forward Plan and Future Business (Pages 51 - 52)

Attached

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QUESTIONS ON NOTICE FROM MEMBERS OF THE COUNCIL

Questions	Answers
<p>COUNCILLOR JOHN HOWSON</p> <p>With the reduced flow of traffic entering the City of Oxford from the west, would you consider diverting traffic from Frideswide’s Square along Park End Street and New Road to Worcester Street. Hythe Bridge Street, with its narrow pavements where social distancing is impossible, could then become a pedestrian route from Frideswide’s Square to the junction with Worcester Street with the only vehicle access to local properties. This change would make a secure cycling and walking route into the city centre. A temporary arrangement, as with the recent experiment in George Street, would test the benefit of this arrangement to both pedestrians and cyclists.</p>	<p>COUNCILLOR YVONNE CONSTANCE, CABINET MEMBER FOR ENVIRONMENT (INCLUDING TRANSPORT)</p> <p>We recognise that footways are narrow and pedestrian flow is heavy along Hythe Bridge Street, but we do not believe that diverting traffic in this way would be a suitable solution at present. Traffic levels appear to be only slightly less than pre Covid-19 and this diversion would need the recent changes to the George Street/Worcester Street/Hythe Bridge Street junction to be removed. The significant benefits for pedestrians and cyclists that have been achieved as a result of this junction improvement would be lost and the additional general traffic using Worcester Street south would have a negative impact on buses and their passengers.</p>
<p>COUNCILLOR JOHN SANDERS</p> <p>Will the cabinet member explain how it has come to pass that after a decade and more of fudge, error and delay this Council still does not have a valid Minerals and Waste Local Plan, that is now to be postponed again by at least two years to 2023?</p>	<p>COUNCILLOR YVONNE CONSTANCE, CABINET MEMBER FOR ENVIRONMENT (INCLUDING TRANSPORT)</p> <p>“The Council does have an adopted Minerals and Waste Local Plan: Part 1 Core Strategy. This was adopted by Full Council in 2017 and sets out the vision, objectives, spatial planning strategy and policies for meeting development requirements for the supply of minerals and the management of waste in Oxfordshire over the period to 2031. The Core Strategy provides the Policy on which the determination of all minerals and waste development management decisions are made.</p>

Questions	Answers
	<p>The Core Strategy also provides a policy framework for identifying sites for new minerals and waste developments in Part 2 of the plan - the Site Allocations Plan.</p> <p>“We are now working on preparing the Minerals and Waste Local Plan: Part 2 Site Allocations Plan (Sites Plan). The Sites Plan, upon adoption, will identify the mineral extraction and waste management sites needed to deliver the policies within the Core Strategy up to 2031. The Sites Plan will sit alongside Part 1 and will not replace it. Together they will form the Minerals and Waste Local Plan for Oxfordshire.</p> <p>Work commenced on the Sites Plan following adoption of the Core Strategy, and the first consultation on the Part 2 work took place in 2018, then a further consultation on Preferred Site Options took place earlier this year. There were a number of unexpected material considerations that emerged through this recent public consultation which challenged the robustness of the evidence base underpinning the selection of preferred site options. For example, one of them included evidence which suggests significantly less sand and gravel at one of the preferred sites, the Nuneham Courtenay site than was estimated in the nomination by the operator.</p> <p>As a result we are working on a revised timeline for the preparation of the MWLP Part 2 which will take account of the need to extend public consultation on the preferred options stage. A report will come back to Cabinet setting out the reasons for the delay and a revised timeline but I hope you’ll agree it is important to ensure to undertake this additional work now in order to ensure our Plan is found sound at Examination.</p>

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ITEM 5 – PETITIONS AND PUBLIC ADDRESS

Public Address

The following requests to address the meeting have been agreed by the Chairman:

Item	Speaker
Item 6 – Bicester LCWIP	Councillor John Sanders, Shadow Cabinet member for Environment (5 mins)
Item 8– SEND High Needs Funding	John Riches, Chair of Oxfordshire Association of Special School Headteachers (OASSH) (3 mins) Councillor Emma Turnbull, Shadow Cabinet member for Education (5 mins)
Item 9 - Business Management & Monitoring Report	Councillor Liz Brighthouse, Chairman of Performance Scrutiny Committee (5 mins) Councillor Glynis Phillips, Shadow Cabinet Member Finance (5 mins)
Item 10 - Capital Programme Monitoring	Councillor Glynis Phillips, Shadow Cabinet Member Finance (5 mins)
Item 11 – Workforce Report & Staffing Data	Councillor Laura Price, Opposition Deputy Leader (5 mins)

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Division(s):NA

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SEND High Needs Funding

Report by Deputy Director for Education

RECOMMENDATION

1. The Cabinet is RECOMMENDED to:
 - (a) Note a one-off increase in top-up funding for Early Years settings for 2020/21 funded through the High Needs Block (HNB) of the Dedicated Schools Grant (DSG). The increase will only be available in the year 2020-2021 and top-up funding is then likely to revert to previous levels
 - (b) Note a one-off increase in top-up funding for mainstream Primary schools for 2020/21 funded through the High Needs Block of the Dedicated Schools Grant. The increase will only be available in the year 2020-2021 and top-up funding is then likely to revert to previous levels
 - (c) Approve a one-off increase in top-up funding for mainstream Secondary schools for 2020/21 funded through the High Needs Block of the Dedicated Schools Grant in those cases where the formulaic approach is insufficient for schools to meet the needs of the child. This is a change to the current funding formula. This decision would not reduce the amount of top-up funding a Secondary school currently receives. The increase will only be available in the year 2020-2021 and top-up funding is then likely to revert to previous levels.

Executive Summary

2. Top-up funding is the funding required over and above the core or place funding the setting or school receives to enable a pupil or student with high needs to participate in education and learning. It is funded from the High Needs Block of the Dedicated Schools Grant and is a fixed budget, which is currently overspent.
3. This paper outlines the current method of SEND High Needs top-up funding within Early Years settings and mainstream Primary and Secondary schools in Oxfordshire, how a one-off transfer of Dedicated Schools Grant to be used for an increase in top-up funding for 2020/21 would help support schools to better meet the needs of pupils and students but highlights that there would be an ongoing impact to the High Needs Block budget overspend from 2021/22 onwards if it were to be maintained.

Background

4. Early Years settings

- In November 2019, School Forum agreed the recommendation from Oxfordshire County Council (OCC) to transfer one-off funding of £370,000 for three and four year old providers from the 2018-19 Early Years Block DSG underspend.
- The use of Dedicated Schools Grant reserves for this purpose was passed in the council's budget for the academic year 2020/21 only.
- There will be an ongoing impact to the High Needs Block budget overspend from 2021/22 onwards if it were maintained.

5. Mainstream Primary and Secondary schools

- In January 2020, after the National Funding Formula unit rates had been implemented in full for all schools, Schools Forum agreed the OCC recommendation to move the balance of the unallocated funding to the High Needs Block to allocate directly to Special Educational Needs & Disabilities (SEND) budgets in schools to specifically support High Needs students. £1,300,000 was moved from the Schools Block of the Dedicated Schools Grant to the High Needs Block of the Dedicated Schools Grant to support a one-off, one-year only SEND top-up funding increase for mainstream Primary and Secondary schools.
- This funding move was approved by Cabinet through a delegated decision in January 2020 and will apply for the academic year 2020/21 only.
- There will be an ongoing impact to the High Needs Block budget from 2021/22 onwards if it were maintained.

6. How top-up funding currently works

Top-up funding to schools and settings is paid from the High Needs Block of the Dedicated Schools Grant. The way this is calculated differs between Primary and Secondary schools:

- Top-up funding for Education, Health and Care plans in Early Years settings is currently calculated on a set hourly rate. This is based on the number of hours that each child requires in order to support the provision detailed within their Education, Health and Care plan. Early Years settings and nursery classes do not have delegated funding so all funding detailed in the Education, Health and Care plan is provided to the setting from the High Needs Block. When a child leaves the setting, the funding ceases and moves with the child.
- Top-up funding for Education, Health and Care plans in mainstream Primary schools is calculated on an hourly rate based on the number of additional hours required to meet the provision specified in a child's Education, Health and Care plan. Schools provide the first £6,000 of support (15 hours) from their delegated funding, with top up funded from the High Needs Block. Funding levels need to be reviewed as they do not cover the costs the schools face. When a child leaves the school, the funding ceases and moves with the child.

- Top-up funding for Secondary schools is formulaic. It does not increase if more children with an Education, Health and Care plan are placed at a school. Headteachers may have to appoint staff to support children with an insufficient element of funding in their budget to meet costs.

Proposal

7. Officers will work with schools over the next twelve months to develop an equitable way of funding Early Years settings and mainstream Primary and Secondary schools within the financial parameters of the council's High Needs Block budget. This will involve a Financial Recovery Plan to reduce the overspend as well as looking to funding settings and schools equitably in order to meet children and young people's needs.

Financial and Staff Implications

8. The one-off transfer of the unallocated £370,000 from the Early Years Block of the Dedicated Schools Grant to the High Needs Block will support a one-off funding increase to Early Years settings for 2020/21 only.
 - Additional pressure will fall on the High Needs Block budget from 2021/22 onwards for Early Years settings if the increase is to be maintained.
9. The one-off transfer of the unallocated £1,300,000 from the Schools Block of the Dedicated Schools Grant to the High Needs Block will support a one-off funding increase to mainstream Primary and Secondary schools for 2020/21 only.
 - Additional pressure will fall on the High Needs Block budget from 2021/22 onwards for mainstream Primary and Secondary schools if the increase is to be maintained.

DSG Deficit

10. The cumulative deficit on the dedicated schools grant stands at £11m as at 31st March 2020. This has been driven by expenditure on High Needs exceeding the available grant.
11. The estimated in-year forecast deficit for High Needs is £11m. The cumulative deficit at March 2021 is expected to be £22m.
12. With no change in strategy and continuing growth in demand for support from High Needs, the in-year deficit was expected to be £15m for 2021-22. In July 2020, the DfE provisionally announced additional High Needs DSG of £7.5m, which will reduce the in-year deficit but will result in a cumulative deficit of £29.5m by March 2022.

13. If the proposed one-off funding increases are to continue, the £1.67m cost will be added to the forecast deficit in future years. However, the Council strategy is to support learners closer to home, so if the additional funding results in fewer children/young people moving to more costly placements, the investment will begin to payback.
14. The Dedicated Schools Grant deficit (driven by the High Needs deficit) must be met from within DSG, there can be no contribution from the General Fund.
15. Under the Dedicated Schools Grant Conditions of grant for 2020-21, any local authority with a Dedicated Schools Grant deficit of any size should have a plan for managing its Dedicated Schools Grant account going forward, and must keep its school forum regularly updated about its plan, including high needs pressures and potential savings. It must also respond to enquiries from the Department for Education about the plan.
16. There is no deadline by which to submit a plan, but Officers are reviewing all expenditure to arrive at options to reduce the deficit.

Equalities Implications

17. There are no Equalities Implications in this report

HAYLEY GOOD
Deputy Director for Education

Background papers: n/a

Contact Officer: Paul Wilson, Interim SEND Project Manager
September 2020

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Education Scrutiny Committee's Comments on the SEND High Needs Funding

The Education Scrutiny Committee received and discussed the report and recommendations on SEND High Needs Funding at a special meeting on 9 September 2020. The Committee heard from the Director of Children's Services that the report was to enact a decision of the Schools Forum and that work was ongoing with regard to a wider SEND Strategy.




The Committee were in agreement with the recommendations and welcomed the approach to development of the SEND Strategy outlined by the Director of Children's Services which would ensure wider involvement by stakeholders and this Committee.

The Committee asked that schools be notified as soon as possible about their allocations and the rationale behind them.

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Forecast outturn 2020/21 at July 2020

Key:

RAG status
 Red
 Amber
 Green

Children's Services


A breakeven position is forecast by Children's Services against a budget of £131.7m. The directorate forecast outturn includes £1.7m of costs relating to COVID-19.


Education and Learning	<u>Variation</u> A breakeven position is forecast for this service following the virements agreed by Council on 8 September 2020.
Budget £29.5m	
Variation breakeven	<u>Financial Impact of COVID-19</u> Included in the breakeven position are £0.2m of costs arising due to the COVID-19 pandemic.
RAG rating	
	There is also £0.2m relates to lost income within Education and Learning which has been affected by the partial closure of schools. The Council is still waiting the details of the Ministry of Housing, Communities and Local Government's (MHCLG) income guarantee scheme, but it is hoped that most of the achieved income will be recovered from the scheme. There is a risk that demand for Education, Health and Care Plans will increase when schools return which may increase workloads for Education Psychologists and the Casework Team resulting in addition costs. The pressure will be funded by Corporate Contingency.
Outcomes Achieved Yes	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 £240k 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 allocation. 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. No further announcements

have been made about the DFE funding beyond the first six weeks of the autumn term.

On 12 August 2020, the Department for Education announced the “Wellbeing for education return” grant. The grant seeks to better equip education settings to support pupils and students’ wellbeing and psychosocial recovery as they return to full-time education this autumn. The Council’s allocation is £0.1m and although an unringfenced grant, it is recommended that the grant is allocated to Education & Learning to spend for the purpose intended.

On 19 August 2020, the Department for Education announced the first tranche of the Coronavirus (COVID-19) Schools Fund. The fund is intended to meet exceptional COVID costs incurred by schools. Schools were asked to apply to the fund in July, the amount approved to date for Oxfordshire maintained schools is £0.2m. This will be received by the County Council to be paid out in full to schools.

Children’s Social Care	<u>Variation</u>
Budget £30.7m	A breakeven position is forecast for this service following the virements agreed by Council on 8 September 2020.
Variation breakeven	<u>Key Issues</u>
RAG rating 	At present there are no forecast variances other than those due to COVID-19 As in previous years there remains a risk around the cost of agency social workers to cover periods of extended leave or vacancies, but this is being managed carefully. There is a risk of additional spend on agency staff if there is a significant sharp or sustained increase in referrals and assessments following a period of lockdown and partial school closures. It may be possible to manage this within existing resources and the plan is to do this as far as possible.
Outcomes Achieved Yes	

Children’s Social Care Countywide Services	<u>Variation</u>
Budget £65.5m	A breakeven position is forecast for this area. This position includes the £3.3m virement relating to Corporate Parenting agreed by Council on 8 September
Variation breakeven	<u>Financial Impact of COVID-19</u>
RAG rating 	Included in the breakeven position are £1.2m of costs arising due to the COVID-19 pandemic.

Outcomes Achieved
Yes

Key Issues
Although an additional £3.3m has been transferred to Corporate Parenting from the Corporate Contingency the forecast here remains risky, 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.

Children's Central Costs

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

Budget £5.7m

Variation breakeven

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

RAG rating 

Outcomes Achieved
Yes

Dedicated School Grant

High Needs

Variation
The variation is a forecast overspend of £11.5m.

Budget £60.4m

Variation £11.5m
(19.0%) overspend

Financial Impact of COVID-19
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.

RAG rating 

Outcomes Achieved
Yes

Key Issues
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

Early Years

Variation

Budget £38.6m

£0.2m of COVID-19 costs have been funded in the revised budget.

Variation £2.0m
(5.1%) overspend

Financial Impact of COVID-19

There remains a risk of £1.1m COVID-19 spend. This relates 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 they have been placed away from their usual setting.

RAG rating 

Outcomes Achieved
Yes

Key Issues

At this time no variance is forecast outside the financial impact of COVID-19.

Adult Services

A breakeven position is forecast for Adult Services against a budget of £196.4m. The directorate forecast outturn includes **£6.9m** of costs relating to COVID-19.

Better Care Fund Pool

Variation

Budget £81.8m

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

Variation breakeven

Financial Impact of COVID-19

RAG rating



Outcomes Achieved

Yes

Included in the breakeven position is **£3.8m** of expenditure relating to the costs arising from the COVID-19 pandemic. These include a 10% payment made to contracted care providers in April, May and June 2020 to support additional costs plus the cost of making payments on the basis of planned hours to home support providers.

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 will end at 31 August 2020, with a requirement to move everyone currently funded by the scheme onto business as usual arrangements over an agreed period. New on-going arrangements to support discharges from 1 September 2020 onwards are expected to be announced in late August. An update on the revised arrangements will be included in the next report.

The underlying level of demand for care home placements has reduced in 2020/21. However, activity has increased in July so if that is sustained over the rest of the year forecast costs will increase.

Adults with Care and Support Needs Pool

Variation

Budget £96.3m

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

Variation breakeven


Financial Impact of COVID-19


RAG rating



Included in the breakeven position 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.

Outcomes Achieved Yes	<u>Key Issues</u> 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 there is a risk that this may change as the year progresses. The 2019/20 health contribution to the pool was £16.4m. Because OCCG are continuing to work under a temporary financial regime, their contribution for 2020/21 has not been confirmed. Pending further information, the forecast assumes the 2020/21 contribution has been rolled forward at the same level as in 2019/20.
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Non-Pool Services	<u>Variation</u>
Budget £11.8m	A breakeven position is forecast for this service following the virements agreed by Council on 8 September 2020.
Variation breakeven	<u>Financial Impact of COVID-19</u>
RAG rating 	Included in the breakeven position is £1.1m 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.
Outcomes Achieved Yes	There is a forecast loss of income of £0.1m due to the COVID-19 pandemic. The Council is still waiting for the details of the Ministry of Housing, Communities and Local Government's (MHCLG) income guarantee scheme, but it is hoped that most of the achieved income will be recovered from the scheme. The remaining pressure will be funded by Corporate Contingency.

Commissioning	<u>Variation</u>
Budget £6.5m	A breakeven position is forecast for this service.
Variation breakeven	<u>Key Issues</u>
RAG rating 	The staffing element of the service is currently reporting a breakeven position although there is an on-going risk around the achievement of the 8.5% vacancy target built into the budget.
Outcomes Achieved - Yes	

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

RAG rating



Outcomes Achieved

Yes

Variation

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

Financial Impact of COVID-19

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 £1.1m reductions in planned spend. This includes a **£0.8m** 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 **£0.2m** reduction in spend on NHS health checks due to a mandated ceasing of the service during the pandemic.


Work is continuing to identify £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.

Communities

A breakeven position is forecast by Communities against a budget of £87.2m. The directorate forecast outturn includes £0.7m of costs relating to COVID-19.

Planning & Place	<u>Variation</u>
Budget £4.9m	A breakeven position is forecast for this service following the virements agreed by Council on 8 September 2020.
Variation breakeven	<u>Financial Impact of COVID-19</u>
RAG rating 	There is also a forecast loss of income of £0.1m of S38 income due to the COVID-19 pandemic. The Council is still waiting the details of the MHCLG's income guarantee scheme, but it is hoped that most of the achieved income will be recovered from the scheme. The remaining pressure will be funded by Corporate Contingency.
Outcomes Achieved Yes	
	<u>Key Issues</u> None to be reported

Growth & Economy	<u>Variation</u>
Budget £0.1m	A breakeven position is forecast for this service following the virements agreed by Council on 8 September 2020.
Variation breakeven	<u>Key Issues</u>
RAG rating 	None to be reported
Outcomes Achieved Yes	

Community Operations	<u>Variation</u>
Budget £57.9m	A breakeven position is forecast for this service following the virements agreed by Council on 8 September 2020.
Variation breakeven	<u>Financial Impact of COVID-19</u>
RAG rating 	Included in the breakeven position are costs of £0.7m of expenditure relates to the costs arising from the COVID-19 pandemic.
Outcomes Achieved Yes	There is also a forecast loss of income of £5.0m of income due to the COVID-19 pandemic. This relates to parking and permit income (£3.6m), Supported Transport (£1.2m) and Waste Management (£0.2m). The Council is still waiting the details of the MHCLG's income guarantee scheme, but it is hoped that most of the achieved income will be recovered from the scheme. The remaining pressure of £1.3m will be funded by Corporate Contingency.

Key Issues

The overspend reported excludes any impact of the recovery phase for Home to School Transport, the financial impact of which will be recharged to the Children's budgets. At the time of writing the report the forecast for the recovery phase was still under review, however, the likely increase in cost to BAU, excluding growth, should be limited to a number of larger schools which have split sites that require additional routes to satisfy social distancing rules. This impact is relevant to both Mainstream and SEND and will be incorporated into next month's forecast.

Community Safety

Variation

Budget £24.0m

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

Variation breakeven

Financial Impact of COVID-19

RAG rating



Included in the breakeven position is £0.1m expenditure relates to the costs arising from the COVID-19 pandemic. These include equipment costs, secondments to Ambulance services.

Outcomes Achieved


Yes


Key Issues


None to be reported

Customers & Organisational Development

£0.3m (1.1%) forecast overspend compared to a budget of £27.0m.

Corporate Services	<u>Variation</u>
Budget £2.0m	The forecast for this service is a breakeven position following the virements agreed by Council on 8 September 2020.
Variation breakeven	
RAG rating	<u>Financial Impact of COVID-19</u>
	Included in the breakeven position is £0.2m of COVID-19 related expenditure.
Outcomes Achieved	<u>Key Issues</u>
Yes	None to be reported

Human Resources & Organisational Development	<u>Variation</u>
Budget £2.4m	A breakeven position is forecast for this service following the virements agreed by Council on 8 September 2020.
Variation breakeven	
RAG rating	<u>Key Issues</u>
	Whilst the forecast cost of COVID-19 related Occupational Health referrals for Directorate staff is reported, the potential cost implication of school-based referrals is still being explored. However, it is anticipated that costs may be offset against lower than average referrals for school staff across the summer term.
Outcomes Achieved	
Yes	The review of unfunded posts, as noted in last month's report, has still to be completed.

Communications, Strategy & Insight	<u>Variation</u>
Budget £2.5m	A breakeven position is forecast for this service following the virements agreed by Council on 8 September 2020.
Variation breakeven	
RAG rating	<u>Key Issues</u>
	Whilst the service is forecasting to deliver 80% of the Strategic Capability savings this year, this is only a one-off solution due to in-year vacancies. The longer term saving still needs to be considered.
Outcomes Achieved	
Yes	

ICT & Digital

Variation

Budget £9.7m

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

Variation breakeven

RAG rating



Key Issues

It has previously been reported that up to 40% of ICT transformation savings will be delivered in 2020/21. Due to the Covid-19 impact on progress, there is a risk that in-year savings will be less than anticipated and further analysis of non-staffing commitments and the transformation savings profile is currently being undertaken.

Outcomes Achieved

Yes

Culture & Customer Experience

Variation

Budget £10.4m

This report includes the historical unachievable income target and staffing budget shortfall within the Library service of £0.3m.

Variation £0.3m
(2.8%) overspend

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 COVID-19 Excessive Deaths facility, staff costs to meet the extra demand in the Customer Service Centre and Registration service as well as one-off costs of PPE in preparation of opening some of the public-facing services.

RAG rating



Outcomes Achieved

No

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). The Council is still waiting the details of the MHCLG's income guarantee scheme, but it is hoped that most of the achieved income will be recovered from the scheme. The remaining £0.4m pressure will be funded by Corporate Contingency.

Key Issues

As the Cultural Services estate is slowly re-opening, the impact of COVID19 on the income could worsen throughout the year.

Commercial Development, Assets & Investment

£1.5m (4.7%) forecast underspend compared to a budget of £32.2m.

Property & Community Facilities Management

Budget £17.3m

Variation £1.3m
(7.5%) underspend

RAG rating



Outcomes Achieved

Yes

Variation

This report includes the assessment of the deliverability of the savings and utilisation of investment included in the 2020/21 budget resulting in an additional underspend of £1.3m.

Financial Impact of COVID-19

There is also a forecast loss of income of £1.3m of income due to the COVID-19 pandemic. These include the loss of income on parent purchased meals across the Summer term, an into the Autumn term and the loss of income from voluntary sector groups and in relation to Joint Use agreements across the year. The Council is still waiting the details of the MHCLG's income guarantee scheme, but it is hoped that most of the achieved income will be recovered from the scheme. The remaining £0.4m pressure will be funded by Corporate Contingency.

Key Issues

This service had planned for significant restructures and changes to operating models across the business units. These projects have been delayed, in many cases as a result of COVID-19, and this has resulted in the large one-off underspend reported for 2020/21. It is possible some projects may slip further.

Further analysis of the Leadership budget and the impact of completed contract negotiations may increase the in - year underspend.

Law & Governance

Budget £5.7m

Variation breakeven

RAG rating



Outcomes Achieved

Yes

Variation

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

Key Issues

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

**Finance &
Procurement**

Variation

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

Budget £8.9m

Variation breakeven

Financial Impact of COVID-19

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



Outcomes Achieved

Yes

Key Issues

The impact of the delays to the Provision Cycle transformation is being analysed and will be included in the next report.

CDAI Management

Variation

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

Budget £0.3m

Variation breakeven

RAG rating



Outcomes Achieved

Yes

Corporate Measures

General Balances

The current forecast for general balances at 31 March 2021 is **£30.4m**, compared to the position at 1 April 2020 of **£28.7m**. This position assumes that forecast Directorate underspend of £1.5m and the Strategic Measures underspend of £0.5m are returned to balances.

RAG rating



General Balances at 31 March 2020	£m	£m 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		1.7
Projected Level of General Balances at 31 March 2021		30.4
Risk Assessed Level of General Balances 2019/20		23.4

Reserves

On the 31 March 2020 Earmarked Reserves totalled £102.864m. As set out in Annex 3 reserves are forecast to be **£81.8m** at 31 March 2021. 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.

RAG rating



This includes a £22.9m 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 4 grants totalling £380.2m will be received by the Council during 2020/21. This is an increase of £27.5m since the position reported to Council in February 2020. Changes include COVID19 grant (£12.6m), Track and Trace grant (£2.8m) and Infection Control Grant (£7.3m).

RAG rating



Medium Term Financial Plan Savings

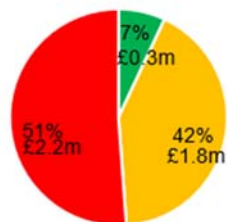
The 2020/21 budget includes planned savings of **£20.3m** of which £15.2m relates to Corporate saving plans and £5.1m relates to Directorate saving plans. Overall, 79.9% of savings have been delivered or are forecast to be delivered by year end compared to the target of 95% set out in the budget agreed by Council in February 2020.

RAG rating



£15.2m, 100%, of Corporate Savings Plans have been or are forecast to be delivered by year end.

Directorate Saving Plans



£0.3m, 7%, of Directorate savings plans have been or are forecast to be delivered by year end.

£1.8m, 42%, are assessed as amber and are at risk of not being delivered in full year.

% of savings expected to be achieved
95%

A further £2.2m, 51% are assessed as red and are not expected to be delivered in year. This relates to savings from reduced costs relating to Street Lighting.

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

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.

Strategic Measures

The following table sets out average in-house cash balances and average rates of return for April to July 2020. The current forecast outturn position for in house interest receivable is **£2.9m**, which is **£0.5m** above budget.

RAG rating



Month	Average cash balance	Average rate of return
April	£355.90m	0.94%
May	£371.49m	0.96%
June	£385.47m	1.00%
July	£378.70m	0.92%

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**.

Performance Indicator	Actual	Target
Average interest rate achieved in-house compared to treasury Management Budgeted Rate	0.97%	>=0.85%
Average Annualised Return achieved compared to Benchmark Rate* (Pooled Fund)	3.96%	>=3.75%

* Part estimated as some funds report six monthly

Subject to agreement by Council on 8 September 2020 £3.3m will be transferred from the Corporate Contingency to support increased costs on the placement budget within Children’s Social Care. The remaining £1.5m budget is being held to cover the risk of the Green Book pay award being higher than 2% which was included in the budget.

Of the £18.3m COVID-19 contingency budget approximately £2.2m will be required to offset the balance of income loss not covered by MHCLG’s income guarantee scheme. The unused balance will be placed into a reserve for use in future years.

Debt and Loan Write Offs & Impairments

The impact of Covid-19 is evident in the first quarter’s debtor performance data and is a result of: delays in receiving payments due to impacts on business operations; impacts on smaller businesses/organisations linked to cashflow; debt recovery activity being suspended. The most significant area impacted is developer contributions which have been delayed in a handful of cases. Issues collecting income linked to financial hardship from both business and individuals is not yet evident, however, these impacts may be felt later in the year and have the potential to impact aged and bad debt.

Corporate Debtors



RAG rating

The average collection rate to date is well below target, 8% down on the average for last year. This will primarily relate to the temporary pausing of automated reminders; these have restarted, and we expect the collection rate to climb over the next two quarters. Efforts have been focused on managing collection of higher value invoices; the rates on the value of invoices for this period is 96% and for invoices with a value over £10,000 was 93%.

Debt requiring impairment has increased by £0.6m since the start of the financial year, this is principally due to two new developer contribution cases. In these cases, collection of contributions was paused; action is now underway to seek repayment. Unsecure debt over 1 year has doubled in the first quarter, this is due to a third developer contribution case, previously reported, which is in dispute and likely to be mediated.

	Target	April	May	June	July
Invoice collection rate	97.5%	90.2%	90.4%	87.8%	89.2%
Avg. days outstanding	35	19	21	22	20
Debt requiring impairment	<£0.30m	£0.52	£0.53	£0.77m	£1.12m
Unsecure debt over 1 year	<£0.50m	£1.05m	£1.03m	£1.02m	£1.03m
Write offs as % of income YTD	<0.10%	0.00%	0.00%	0.00%	0.002%

Debt and Loan Write Offs & Impairments

– Adult Contribution to Care Charges

RAG rating



There has been less impact from Covid-19 in the first quarter's debtor performance data for Adult contributions. Automated reminders were not paused for this group because there was no potential for income interruption. However, there have been disruptions to case work that will have an impact on debt recovery and will lead to increases in aged debt, for example: probate delays; delays with property sales; staff have been unable to complete capacity assessment visits or face to face debt meetings; and new court proceedings were paused during the first quarter.

The invoice collection rate and days revenue outstanding continue to be stable with no material movement; work is underway to meet the target rate by the end of the year. Debt requiring impairment (DRI) has reduced by £0.17m since April and is now level with the current impairment balance.

A cross department panel made up of management representatives from social care, finance, fraud and safeguarding was started in July to review complex high value debt cases. This group will support all staff to progress complex cases more promptly to resolution and will capture learnings to inform system improvements, policy and training.

	Target	April	May	June	July
Invoice collection rate	92%	93%	90.8%	90.5%	90.6%
Avg. days outstanding	100	112	112	113	112
Debt requiring impairment	<£2.00m	£3.06m	£2.93m	£2.94m	£2.88m
Unsecure debt over 1 year	<£1.60m	£3.55m	£4.07m	£4.11m	£3.88m
Write offs as % of income YTD	<1.0%	0.06%	0.00%	0.21%	0.17%

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

		Net Budget (Latest Estimate)	Outturn Forecast Year End	Total Projected Year End Variance	Total Projected Year End Variance	Projected Year End Traffic Light
		£000	£000	underspend- overspend+ £000	%	Red > 1% Green on track
CEF1	Education & Learning	29,612	29,612	0	0.0%	G
CEF2	Children's Social Care	30,741	30,741	0	0.0%	G
CEF3	Children's Social Care Countywide Services	65,483	65,483	0	0.0%	G
CEF4	Schools	402	402	0	0.0%	G
CEF5	Children's Services Central Costs	5,642	5,642	0	0.0%	G
Directorate Total		131,880	131,880	0	0.0%	G

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

		Net Budget (Latest Estimate)	Outturn Forecast Year End	Total Projected Year End Variance	Total Projected Year End Variance	Projected Year End Traffic Light
		£000	£000	underspend- overspend+ £000	%	Red > 1% Green on track
SCS1-1A	Better Care Pool	81,848	81,848	0	0.0%	G
SCS1-1B	Adults with Care and Support Needs Pool	96,259	96,259	0	0.0%	G
SCS1-2 to SCS1-9	Other Adult Social Care	11,839	11,839	0	0.0%	G
	Subtotal Adult Social Care	189,946	189,946	0	0.0%	G
SCS3	Commissioning	6,486	6,486	0	0.0%	G
Directorate Total		196,432	196,432	0	0.0%	G

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

		Net Budget (Latest Estimate)	Outturn Forecast Year End	Total Projected Year End Variance	Total Projected Year End Variance	Projected Year End Traffic Light
		£000	£000	underspend- overspend+ £000	%	Red > 1% Green on track
PH1& 2	Public Health Functions	30,607	29,607	-1,000	-3.3%	R
PH3	Public Health Recharges	633	633	0	0.0%	G
PH4	Grant Income	-31,240	-31,240	0	0.0%	G
	Transfer to Public Health Reserve	0	1,000	1,000	0.0%	G
Directorate Total		0	0	0	0.0%	

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

		Net Budget (Latest Estimate)	Outturn Forecast Year End	Total Projected Year End Variance	Total Projected Year End Variance	Projected Year End Traffic Light
		£000	£000	underspend- overspend+ £000	%	Red > 1% Green on track
PG1	Planning & Growth Management	0	0	0	0.0%	G
PG2	Planning & Place	4,862	4,862	0	0.0%	G
PG3	Growth & Economy	88	88	0	0.0%	G
Subtotal Planning & Growth		4,950	4,950	0	0.0%	
COM1	Communities Management	436	436	0	0.0%	G
COM2	Community Operations	57,853	57,853	0	0.0%	G
COM4	Community Safety	23,964	23,964	0	0.0%	G
Subtotal Communities		82,253	82,253	0	0.0%	
Directorate Total		87,203	87,203	0	0.0%	G

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

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

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

		Net Budget (Latest Estimate)	Outturn Forecast Year End	Total Projected Year End Variance	Total Projected Year End Variance	Projected Year End Traffic Light
		£000	£000	underspend- overspend+ £000	%	Red > 1% Green on track
CDAI1	Property, Investment & Facilities Management	17,311	15,811	-1,500	-8.7%	R
CDAI2	Law & Governance	5,738	5,738	0	0.0%	G
CDAI3	Finance & Procurement	8,878	8,878	0	0.0%	G
CDAI4	CDAI Management Costs	264	264	0	0.0%	G
Directorate Total		32,191	30,691	-1,500	-4.7%	G

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

		BUDGET 2020/21		
		Original Budget	Movement to Date	Latest Estimate
		£000	£000	£000
CEF1	Education & Learning			
	Gross Expenditure	92,408	-959	91,449
	Gross Income	-61,899	62	-61,837
		30,509	-897	29,612
CEF2	Children's Social Care			
	Gross Expenditure	36,328	-3,346	32,982
	Gross Income	-3,260	1,019	-2,241
		33,068	-2,327	30,741
CEF3	Children's Social Care Countywide Services			
	Gross Expenditure	65,463	4,364	69,827
	Gross Income	-4,245	-99	-4,344
		61,218	4,265	65,483
CEF4	Schools			
	Gross Expenditure	190,476	1,466	191,942
	Gross Income	-190,260	-1,280	-191,540
		216	186	402
CEF5	Children's Services Central Costs			
	Gross Expenditure	6,182	-21	6,161
	Gross Income	-519	0	-519
		5,663	-21	5,642
	Expenditure Total	390,857	1,504	392,361
	Income Total	-260,183	-298	-260,481
	Total Children's Services Net Budget	130,674	1,206	131,880
MEMORANDUM: DEDICATED SCHOOLS GRANT - DSG Funded Expenditure (Gross)				
	Schools DSG	121,258	-2,560	118,698
	High Needs DSG	52,798	7,575	60,373
	Early Years DSG	37,375	1,264	38,639
	Central DSG	4,118	8	4,126
	Total Gross	215,549	6,287	221,836

Business Management & Monitoring Report: Children's Services
Position to the end of July 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	2,128	81,848
	Gross Income.	0	0	0
		79,720	2,128	81,848
SCS1-1B	Adults with Care and Support Needs Pool Contribution			
	Gross Expenditure.	95,358	901	96,259
	Gross Income.	-2	2	0
		95,356	903	96,259
SCS1-2 to SCS1-9	Other Adult Social Care Services			
	Gross Expenditure	32,914	-1,274	31,640
	Gross Income	-19,582	-219	-19,801
		13,332	-1,493	11,839
	Total Adult Social Care	188,408	1,538	189,946
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	2,852	217,544
	Income Total	-20,645	-467	-21,112
	Total Adult Services Net Budget	194,047	2,385	196,432

Business Management & Monitoring Report: Children's Services
Position to the end of July 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 July 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	2,661	14,073
	Gross Income	-6,198	-3,013	-9,211
		5,214	-352	4,862
PG3	Growth & Economy			
	Gross Expenditure	625	0	625
	Gross Income	-537	0	-537
		88	0	88
Total Planning & Growth		5,302	-352	4,950

Business Management & Monitoring Report: Communities
Position to the end of July 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	1,354	101,699
	Gross Income	-41,386	-2,460	-43,846
		58,959	-1,106	57,853
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	-1,451	82,253
Expenditure Total		140,247	3,377	143,624
Income Total		-51,241	-5,180	-56,421
Total Communities Net Budget		89,006	-1,803	87,203

Business Management & Monitoring Report: Communities
Position to the end of July 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	-571	3,556
	Gross Income	-1,108	18	-1,090
		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	352	37,952
	Income Total	-11,012	13	-10,999
	Total Customers & Organisational Development Net Budget	26,588	365	26,953

Business Management & Monitoring Report: Commercial Development, Assets & Investment
Position to the end of July 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	-5,480	25,052
	Gross Income	-11,058	3,317	-7,741
	Total Property, Investment & Facilities Management	19,474	-2,163	17,311
CDAI2	Law & Governance			
	Gross Expenditure	6,637	-102	6,535
	Gross Income	-797	0	-797
	Total Law & Governance	5,840	-102	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	-3,462	43,527
	Income Total	-16,825	3,004	-11,336
	Total Commerical Development, Assets & Investment Net Budget	39,984	-458	32,191

**Business Management Report
Position to the end of July 2020**

CABINET IS RECOMMENDED TO APPROVE 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
COM	Sep	Jul	Supported Bus Services Fund (SBSF) ring-fenced grant received from Government	COM2-2	Infrastructure Operations	T	588	-588
Grand Total							588	-588

**Business Management Report
Position to the end of July 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	Sep	Jun	Temp Virement re Legal Budget for Personnal	COD2	Human Resources & Organisational Development	T	35	0
				VSMMGT	Strategic Measures	T	-35	0
			School Improvement Grant Update based on notification	CEF1-3	Learning & School Improvement	P	-13	0
				VSMMGT	Strategic Measures	P	0	13
		Jul	Misallocated budget saving	CDAI1	Property & Investment	P	-53	0
			PG2	Planning & Place	P	53	0	
CS	Sep	Jun	Adoption ATV Budget build 2020/21	CEFATV	Adoption Thames Valley	P	348	-348
			Reconnecting Families Savings Allocations Based on Actuals	CEF3-1	Corporate Parenting	P	232	0
				CEF3-3	Services for Disabled Children	P	-232	0
			Vacancy Factor 19/20 Allocation	CEF1-1	Management & Central Costs	P	-4	0
				CEF1-2	SEND	P	-13	0
				CEF1-3	Learning & School Improvement	P	-1	0
				CEF1-4	Access to Learning	P	-3	0
				CEF1-5	Learner Engagement	P	0	0
				CEF2-1	Management & Central Costs	P	-15	0
				CEF2-2	Social Care	P	-34	0
				CEF3-1	Corporate Parenting	P	-25	0
				CEF3-2	Safeguarding	P	-7	0
				CEF3-3	Services for Disabled Children	P	-8	0
				CEF5-1	Management, Admin & Central Support Service Recharges	P	110	0
			Travel Factor 19/20 Allocation	CEF1-1	Management & Central Costs	P	-1	0
				CEF1-2	SEND	P	-2	0
				CEF1-3	Learning & School Improvement	P	-1	0
				CEF1-4	Access to Learning	P	-1	0
				CEF1-5	Learner Engagement	P	0	0
				CEF2-1	Management & Central Costs	P	-2	0
				CEF2-2	Social Care	P	-29	0
				CEF3-1	Corporate Parenting	P	-16	0
				CEF3-2	Safeguarding	P	-5	0
CEF3-3	Services for Disabled Children	P		-18	0			
CEF5-1	Management, Admin & Central Support Service Recharges	P		76	0			
2020/21 grant amount for remand	CEF3-1	Corporate Parenting	P	52	-52			
Staying Put Grant 2020/21 Confirmed	CEF3-1	Corporate Parenting	P	46	-46			

**Business Management Report
Position to the end of July 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	
			Client Travel Budget Centralisation - Bus Travel	CEF2-2	Social Care	P	16	-16	
			CEF3-1	Corporate Parenting	P	0	0		
			Client Travel Budget Centralisation - Train Travel	CEF2-2	Social Care	P	6	-2	
			CEF3-1	Corporate Parenting	P	0	0		
			CEF3-3	Services for Disabled Children	P	-3	0		
			CEF3-4	Youth Offending Service	P	-1	0		
			Reconnecting Families - Investment Budget	CEF3-1	Corporate Parenting	P	-36	0	
			CEF3-2	Safeguarding	P	36	0		
			2020/21 Brokerage Funding Increase	CEF3-1	Corporate Parenting	P	68	0	
			CEF5-1	Management, Admin & Central Support Service Recharges	P	-68	0		
			SCS2	Joint Commissioning	P	118	-118		
			Jul	Troubled Families Grant	CEF3-2	Safeguarding	P	73	0
			VSMGT	Strategic Measures	P	0	-73		
			Amend DSG amounts re: Clifton Hampden school	CEF4-1	Delegated Budgets	P	-52	52	
			CEF4-3	Non-Delegated Schools Costs	P	-52	52		
			2019/20 Brought Forward Project Budget	CEF2-1	Management & Central Costs	T	11	-11	
			Adoption permanance budget build 2020/21	CEFATV	Adoption Thames Valley	P	114	-114	
ATV Budget build 20-21 Permanence support	CEFATV	Adoption Thames Valley	P	45	-45				
PH	Sep	Jun	PH budget book update	PH1&2	Public Health Functions	P	1,517	0	
				PH3	Public Health Recharges	P	0	0	
				PH4	Grant Income	P	0	-1,518	
AS	Sep	Jun	reinstate 20ad19u	SCS1-1B	Adults with Care and Support Needs Pool Contribution	P	297	3	
				SCS1-6	Other Funding	P	-300	0	
			commissioning budget update	SCS1-9	Adult Social Care Staffing & Infrastructure	P	-2	0	
				SCS2	Joint Commissioning	P	-68	70	
			Personal Adviser Support Grant 2020-21 Update to Allocation	CEF2-2	Social Care	P	0	0	
			commissioning budget vacancy update	SCS1-9	Adult Social Care Staffing & Infrastructure	P	5	0	
				SCS2	Joint Commissioning	P	39	-43	
			Realign budgets to actual income and expenditure lines	SCS1-3	Provider & Support Services	P	277	-277	
			Daytime Support Budget Realignment	ACSNPOOL	Adults with Care and Support Needs Pool	P	48	-48	
				BCFPOOL	Better Care Fund Pool	P	15	-15	
				SCS1-1A	Better Care Fund Pool Contribution	P	15	0	
				SCS1-1B	Adults with Care and Support Needs Pool Contribution	P	48	0	
				SCS1-3	Provider & Support Services	P	80	-144	

**Business Management Report
Position to the end of July 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
			care workforce initiatives	SCS2	Joint Commissioning	T	125	-125
			commissioning budget vacancy update CW income	SCS1-9	Adult Social Care Staffing & Infrastructure	P	3	0
			Home Support Re-allocation	SCS2	Joint Commissioning	P	31	-34
			commissioning budget vacancy update extra CEF income	BCFPOOL	Better Care Fund Pool	P	1,000	-1,000
				SCS1-9	Adult Social Care Staffing & Infrastructure	P	1	0
				SCS2	Joint Commissioning	P	-1	0
		Jul	budget reinstatement re legal	SCS1-3	Provider & Support Services	P	6	0
				SCS1-6	Other Funding	P	0	-6
			BCF OP Care Home re-allocations Jul 20	BCFPOOL	Better Care Fund Pool	P	2,100	-2,100
			BCF - Home Support reallocation Jul 20	BCFPOOL	Better Care Fund Pool	P	400	-400
				SCS1-1A	Better Care Fund Pool Contribution	P	400	0
				SCS1-6	Other Funding	P	-400	0
COD	Sep	Jun	Comms, Strategy & Insight budget	COD3	Communications, Strategy & Insight	P	-23	23
			PA budget as part of Strategic Capability	COD3	Communications, Strategy & Insight	P	39	0
				COD5	Culture & Customer Experience	P	-39	0
			Budget for Director of Culture and Customers	COD4	ICT & Digital	P	-35	0
				COD5	Culture & Customer Experience	P	35	0
			Re-allocation of staff budgets	COD1	Corporate Services	P	12	0
				COD3	Communications, Strategy & Insight	P	88	-101
			Reallocation of R49000 non-staffing budgets	COD4	ICT & Digital	P	-30	30
		Jul	Realign HMP Library Budgets to reflect actuals	COD5	Culture & Customer Experience	P	40	-40
			Customer Service staff costs for Covid	COD1	Corporate Services	T	10	0
				COD5	Culture & Customer Experience	T	-10	0
			Adjust budget lines A21011	COD3	Communications, Strategy & Insight	P	-8	8
COM	Sep	Jun	F&RS Budget Restructure	COM4-2	Fire & Rescue	P	-375	321
				COM4-3	Emergency Planning	P	81	-27
			movement of BSOG grant and assoc spend	COM2-2	Infrastructure Operations	P	795	-795
CDAI	Sep	Jul	transfer salary from 1/4/2020 for Records Officers moving from K30160 to R42600 Caroline Parker /Information Management	CDAI1	Property & Investment	P	-87	0
				CDAI2	Law & Governance	P	87	0
Grand Total							6,927	-6,927

Business Management & Monitoring Report - July 2020
Cabinet - 15 September 2020
Earmarked Reserves

	2020/21		
	Balance at 1 April 2020	Movement	Balance at 31 March 2021
	£000	£000	£000
Schools' Reserves	14,565	13	14,578
Vehicle and Equipment Reserve	2,871	-17	2,854
*Grants and Contributions Reserve	21,415	-31,711	-10,296
Government Initiatives	806	-571	235
Trading Accounts	542	-240	302
Council Elections	531	218	749
Partnership Reserves	3,003	0	3,003
On Street Car Parking	2,010	0	2,010
Transformation Reserve	3,134	-934	2,200
Demographic Risk Reserve	3,000	3,000	6,000
Youth Provision Reserve	1,000	-1,000	0
Budget Prioritisation Reserve	3,444	-1,459	1,985
Insurance Reserve	11,392	-1,000	11,392
Business Rates Reserve	1,049	0	1,049
Capital Reserves	33,554	1,685	35,239
Budget Equalisation Reserve	0	0	0
Investment Pump Priming Reserve	0	2,000	2,000
Council Tax Collection Fund Reserve	0	6,000	6,000
Redundancy Reserve	548	2,000	2,548
Total Reserves	102,864	-22,016	81,848

Commentary
<p>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 which are operated in respect of inter-school activities, primarily relating</p> <p>This reserve is to fund future replacements of vehicles and equipment.</p> <p>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</p> <p>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.</p> <p>This reserve holds funds relating to traded activities to help manage investment.</p> <p>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.</p> <p>To be spent on OxLEP related project expenditure and the Growth Deal</p> <p>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.</p> <p>£1.0m allocated over 2019/20 and 2020/21 to provide seed funding for locality based youth provision</p> <p>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.</p> <p>This reserve is needed to fund the implementation costs of the Council's Transformation programme.</p> <p>This reserve is being used to support the implementation of the Council's priorities and the Medium Term Financial Plan.</p> <p>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.</p> <p>This reserve is to smooth the volatility of Business Rates income.</p> <p>This reserve has been established for the purpose of financing capital expenditure in future years.</p> <p>This reserve is being used to manage the cash flow implications of the variations to the Medium Term Financial Plan.</p>

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

Ringfenced	Directorate	Issued by	Estimate 2020/21 £000	In year Adjustments / New Allocations reported previously reported £000	In year Adjustments/ New Allocations reported this time £000	Latest Allocation £000
	Children's Services					
	Dedicated School Grants					
R	Dedicated Schools Grant (DSG) - Schools Block	DfE	117,406	0	1,396	118,802
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	0	38,639
R	Dedicated Schools Grant (DSG) - High Needs Block	DfE	60,373	0	0	60,373
	Subtotal DSG Grants		220,544	0	1,396	221,940
	Other Children's Services Grants					
R	Pupil Premium	DfE	5,255	0	114	5,369
R	Education Funding Agency - Sixth Form Funding and Threshold	DfE	224	0	0	224
R	Youth Justice Board	YJB	548	0	0	548
R	Asylum (USAC and Post 18)	HO	1,844	0	0	1,844
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		1,430	0	0	1,430
R	Teacher's Pension Grant		2,771	0	0	2,771
R	Extended Personal Adviser Duty Grant	DfE	77	0	0	77
R	Staying Put Implementation Grant	DfE	225	0	46	271
R	Remand Framework	YJB	25	0	52	77
	Subtotal Other Children's Services Grants		18,769	0	212	18,981
	TOTAL CHILDREN'S SERVICES		239,313	0	1,608	240,921
	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	DHSC		0	7314	7,314
	TOTAL ADULT SERVICES		10,391	0	7,314	17,705

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

Ringfenced	Directorate	Issued by	Esimate 2020/21 £000	In year Adjustments / New Allocations reported previously reported £000	In year Adjustments/ New Allocations reported this time £000	Latest Allocation £000
R	Public Health					
R	Public Health Grant	DHSC	31,329	0	-89	31,240
R	Track and Trace	MHCLG			2,858	2,858
	TOTAL PUBLIC HEALTH		31,329	0	2,769	34,098
	Communities					
R	Bus Service Operators Grant	DfT	0	0	795	795
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 Dimensons Grant	MHCLG	40	0	-1	39
R	MaaS:CAV	Innovate UK		0	638	638
R	V2 Go Project	Innovate UK		0	132	132
R	OmniCAV	Innovate UK		0	235	235
R	Park & Charge	Innovate UK		0	580	580
R	Virgin Park & Charge	Innovate UK		0	26	26
R	Data Driven Safety Tool	Innovate UK		0	151	151
R	Quantum Gravimeter	Innovate UK		0	84	84
R	Resilient CAV	Innovate UK		0	25	25
R	Heart Park Project	DFT		0	90	90
R	GTC DfT Congestion Tool	DFT		0	59	59
R	CAVL4R	DFT		0	11	11
	TOTAL COMMUNTIES		1,628	0	2,825	4,453

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

Ringfenced	Directorate	Issued by	Estimate 2020/21 £000	In year Adjustments / New Allocations reported previously reported £000	In year Adjustments/ New Allocations reported this time £000	Latest Allocation £000
	Customers & Organisational Development					
R	Music Service	AC	837	0	0	837
R	Library projects - Building Bridges	AC		0	15	15
	TOTAL CUSTOMERS & ORGANISATIONAL DEVELOPMENT		837	0	0	837
	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 Attachment 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
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	12,695
U	Business Rates Top-Up	MHCLG	40,546			40,546
	Subtotal Strategic Measures		67,576	0	13,035	80,611

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

Ringfenced	Directorate	Issued by	Estimate 2020/21 £000	In year Adjustments / New Allocations reported previously reported £000	In year Adjustments/ New Allocations reported this time £000	Latest Allocation £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	DCLG (Local Enterprise Partnership Funding)	MHCLG	500			500
	Subtotal Grants held on behalf of Local Enterprise Partnership		1,605	0	0	1,605
	TOTAL STRATEGIC MEASURES		69,181	0	13,035	82,216
	Total All Grants		352,679	0	27,551	380,230

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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

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CABINET – 15 SEPTEMBER 2020

ITEM 13 – FORWARD PLAN AND FUTURE BUSINESS

Members are asked to note the following changes to the Forward Plan:

Amendments to items in the present Plan

Portfolio	Topic (Ref)/Decision	Present Timing	Change
<i>Education & Cultural Services</i> Cabinet	Improving Education Outcomes – a Strategy Review (Ref: 2020/084) To adopt the Oxfordshire County Council Strategic Education Plan 2020/23.	13 October 2020	Withdrawn – unable to consult with school leaders and governors due to COVID-19
<i>Environment</i> Cabinet Member	Radley: Church Road – Proposed Zebra Crossing (Ref: 2020/110) To seek approval of the proposals.	8 October 2020	Deferred from 17 September 2020
<i>Environment</i> Cabinet Member	Eynsham: High Street and Other Locations – Proposed Waiting Restrictions (Ref: 2020/040) To seek approval of the proposals.	8 October 2020	Deferred from 17 September 2020

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