

Cherwell District Council

Executive

20 August 2020

Quarterly Performance, Risk and Finance Monitoring Report – Quarter 1 2020/2021

Report of Director of Finance, and Head of Insight and Corporate Programmes

This report is public

Purpose of report

This report summarises the Council's Performance, Risk and Finance monitoring position as at the end of the first quarter.

1.0 Recommendations

The meeting is recommended:

- 1.1 To note the quarter 1 Performance, Risk and Finance Monitoring Report.

2.0 Introduction

- 2.1 The Council is committed to performance, risk and budget management and reviews progress against its corporate priorities on a monthly basis. Due to the current unprecedented situation, the present report reviews Quarter 1 performance measures for 2020-21, from July onwards monthly reporting will be resumed.
- 2.2 This report provides an update on progress made so far in 2020-21 to deliver the Council's priorities through reporting on Performance, the Leadership Risk Register and providing an update on the financial position.
- 2.3 The Council's performance management framework sets out the key actions, projects and programmes of work that contribute to the delivery of the 2020-21 business plan and the priorities of the Council. These measures and key performance indicators are reported on a monthly basis to highlight progress, identify areas of good performance and actions that have been taken to address underperformance or delays.
- 2.4 As part of quarterly reporting the Insight Team provides the Senior Management Team with a complaints report, as part of this report complaints received are monitor and analysed. The mandatory lessons learned has been implemented for more than a year now and we are starting to see a decrease in the number of

upheld complaints. Lessons learned are reported to CEDR and progress is monitored to ensure actions are implemented to avoid the same complaint being reported. During the first Quarter of the year a notable reduction of complaints received have been observed, especially during the months of April and May.

2.5 The Council maintains a Leadership Risk Register that is reviewed on a monthly basis. The latest available version of the risk register at the date this report is published is included in this report.

2.6 The Report details section is split into three parts:

- Performance Update
- Leadership Risk Register Update
- Finance Update

2.7 There are three appendices to this report:

- Appendix 1 - 2020/21 Business Plan
- Appendix 2 - Monthly Performance Report
- Appendix 3 - Leadership Risk Register

3.0 Report Details




Performance Update

3.1 The Council's performance management framework sets out the key actions, projects and programmes of work that contribute to the delivery of the 2020-21 business plan (see Appendix 1) and the priorities of the Council.

3.2 The 2020-21 business plan set out four strategic priorities:

- Housing that meets your needs.
- Leading in environmental sustainability.
- An enterprising economy with strong and vibrant local centres.
- Healthy, resilient and engaged communities.

3.3 This report provides a summary of the Council's performance in delivering against each strategic priority. To measure performance a 'traffic light' system is used. Where performance is on or ahead of target it is rated green, where performance is slightly behind the target it is rated amber. A red rating indicated performance is off target.

Colour	Symbol	Meaning for Business Plan Measures	Meaning for Key Performance Measures (KPIs)
Red		Significantly behind schedule	Worse than target by more than 10%.
Amber		Slightly behind schedule	Worse than target by up to 10%.
Green		Delivering to plan / Ahead of target	Delivering to target or ahead of it.

Priority: Housing that meets your needs.

- 3.4 The Council is committed to deliver affordable housing, raising the standard of rented housing and find new and innovative ways to prevent homelessness. Also, to promote innovative housing schemes, deliver the local plan and supporting the most vulnerable people in the District.
- 3.5 Overview of our performance against this strategic priority:

Number of Homeless Households living in Temporary Accommodation is reporting Red for Quarter 1 (171 against the target of 105). The number of placements for those owed statutory duties remained static due to the eviction ban. However, the number of placements under COVID-19, in line with the government directive, continued to rise. During the lockdown there has been an unprecedented increase in presentations from single clients who under normal circumstances would be unlikely to qualify for emergency accommodation. The Government has required Local Authorities to place all those who are rough sleeping or at risk and this has resulted in a dramatic increase in the numbers being placed. The Housing Options Team have had to dedicate almost all their resources to managing presentations and placements to ensure everyone approaching receives appropriate services.

Deliver the Local Plan is reporting Green for Quarter 1. The Partial Review of the Local Plan is being independently examined. The modifications were approved by the Council on 24 February 2020 and submitted to the planning Inspector the following day. Officers are awaiting the Inspector's final report. An updated Local Development Scheme (LDS) - the programme for the preparation of future planning policy documents - was approved by the Council's Executive on 2 March 2020. The LDS includes timetables for the completion of the Local Plan Partial Review; work on the Oxfordshire Plan 2050, a new district-wide Local Plan Review, a Banbury Canalside Supplementary Planning Document and a potential Community Infrastructure Levy. The Planning Policy team has been working as close to business as usual as possible during the COVID-19 outbreak. A consultation paper for the Local Plan review was approved by the Executive on 6 July. Input into the countywide Oxfordshire Plan process has continued.



Number of people helped to live independently through use of DFG & other grants/loans is reporting Red for Quarter 1 (85 against a target of 135). The Team's ability to visit and survey homes in order to plan and arrange adaptations continues to be restricted by COVID-19, although the situation is improving, and contractor availability is also increasing. Many vulnerable and elderly clients are however still reluctant to proceed with works at the moment.



Homelessness Prevention is reporting Green for Quarter 1. Good progress has been made in respect of move on options and 14 single individuals have been supported in gaining alternative accommodation during the months April - June.

Homes improved through enforcement action is reporting Amber for Quarter 1 (25 against a target of 27). Although COVID-19 is still affecting the Team's ability to inspect properties, the interventions carried out by the Team have resulted in 17 homes being improved during June and a total of 25 during Quarter 1.

Impact of Universal Credit on residents and Council is reporting Green for Quarter 1. The Team has been working closely with colleagues in the DWP Universal Credit team to support residents through the impacts from COVID-19. This includes supporting residents with online applications for Universal Credit whilst the Job Centres are closed. The Team continues to perform against this measure. However, recent events mean that they have moved from business as usual and progressing with the Universal Credit (UC) project to support residents through the crisis.



Number of Housing Standards interventions is reporting Red for Quarter 1 (145 against a target of 165). Although the Team's ability to inspect homes to identify problems in response to complaints, or on a proactive basis, has been restricted by COVID-19, the Team has continued to respond to service requests and have been able to make progress with identifying rented homes with poor energy efficiency by means of Energy Performance Certificate records. The performance for June reporting Green (71 against a target of 55) is a great indication of recovery towards catching up with the year to date target.

Maintain 5 Year Land Supply is reporting Red for Quarter 1 (4.4 against a target of 5). The 2019 Annual Monitoring Report (AMR) reports a dip below 5 years (to 4.4 years). However, confirmed housing delivery in 2019/20 (1,159) was higher than our annualised plan requirement (1,142) and the Government has provided the Oxfordshire authorities with a 3 year flexibility while the Oxfordshire Plan is produced.

Net Additional Housing Completions is reporting Red for Quarter 1. The Provisional quarterly net housing completions (Q1 2020/21) are 245 against a quarterly target of 285. These figures are not verified until after the end of the accounting year.



Deliver Innovative and Effective Housing Schemes is reporting Amber for Quarter 1. Ten of the eleven sales at Hope Close will complete by the end of June 2020. The remaining unit may be re-advertised if the potential purchaser is unable to complete on their current property. COVID-19 has delayed the 8 completions which were due in March

2020.

Average time taken to process Housing Benefit New Claims is reporting Amber for Quarter 1 (16.15 days against a target of 15). The average time taken to assess

new claims during June is 14.05 days which is a huge improvement on May 20 when the average time was 20.35 days because of a sharp increase in the number of claims received during the COVID-19 crisis. The team have worked hard to assess the claims in a timely manner, and we are now working within our target of 15 days.

Priority: Leading in environmental sustainability

3.6 The Council is committed to deliver on our commitment to be carbon neutral by 2030, to promote the Green Economy and increase recycling across the district. This priority includes the protection of our natural environment and our built heritage, working in partnership to improve air quality in the district and the reduction of environmental crime.

3.7 Overview of our performance against this strategic priority:

% Waste Recycled & Composted is reporting Green for Quarter 1, delivering 59.15% against a target of 56%. Additional 2266 tonnes of waste and recycling collected in the first quarter compared to last year an increase of 14% or an additional 230 waste collection lorries. Recycling rate is up 0.3% in comparison with last year.



Reduction of fuel consumption used by fleet is reporting Red for Quarter 1 (36,282 against a target of 36,095). We have 81 vehicles in the fleet – 31 Refuse and other Heavy goods vehicles (22 Refuse and 9 other HGVs). The other 50 vehicles range from small vans to 3.5 tonne tipping vehicles, and 2 x forklifts. Out of these 81 vehicles, 73 of them are powered by diesel fuel. The other 8 are electric vans. The big users of fuel are the Refuse vehicles and Heavy goods vehicles which have been used more in the first quarter due to COVID-19. This reflects extra tonnages which have been collected this period.

Protect the Built Heritage is reporting Amber for Quarter 1. The Team continues to work closely with Development Management on cases of heritage interest and the on- going Conservation Area Appraisal programme. Nine Conservation Area Appraisals are in progress, eight have been subject to public consultation and another one is being drafted. Several heritage guidance notes are also being prepared. The Team intend to complete as many as possible as soon as possible while maintaining its service to Development Management in the current remote working situation.

Ensure Clean and Tidy Streets is reporting Green for Quarter 1. There has been a high demand on the dog bins emptying service and the park and open spaces bins



due to the increased level of use during the lockdown period. These have been absorbed into the daily rote of staff on duty covering the district. The Team continues monitoring the changing circumstances and the extra demands it places on the Street Cleansing department's day to day

operations as the lockdown period is eased. The remaining Neighbourhood Blitz events will be reinstated when possible.

Priority: An enterprising economy with strong and vibrant local centres.

3.8 The Council is committed to support business retention and growth, developing skills and generating enterprise; also, securing infrastructure to support growth in the district and securing investment in our town centres. This priority also contributes towards making communities thrive and businesses grow promoting the district as a visitor destination, committing to work with businesses to ensure compliance and promote best practice.

3.9 Overview of our performance against this strategic priority:



% of Council Tax collected, increase Council Tax Base is reporting Amber for Quarter 1. The Team has achieved a cumulative collection rate of 28.57% against a target of 29.50% with the targets being amended from last year to take into account the increased number of 12 monthly payers. However, whilst we are just under 1% short of our target, we are only 0.67% behind from the same period last year. There are 3 main factors that have affected collection

rates this year; the increase in number of 12 monthly payers, an increase in the number of Council Tax Support claimants and those Council tax payers who don't pay unless reminded to do so. All of these factors are a result of COVID-19. We are not actively pursuing customers for unpaid council tax at this time, however, recovery will increase activities in due course.

% of Business Rates collected, increasing NNDR Base is reporting Amber for Quarter 1. The Team has achieved a collection rate of 28.22% against a target of 31%. The amount of business rates we collect this year has dramatically decreased due to the award of the extended retail rate relief scheme, with the amount we are due to collect standing at £49.2m however this figure is decreasing on a daily basis with more and more companies applying and being awarded the relief. The Team is pro-actively chasing debts by phone and by email, however, have not yet started formal recovery processes as yet.

Support Business Enterprise, Retention, Growth and Promote Inward Investment is reporting Green for Quarter 1. The Team has been supporting the council's implementation of the COVID-19 Government grant schemes (Small Business Grant Fund; Retail, Hospitality and Leisure Grant Fund; and Discretionary Grant Fund) to local businesses. Helping to promote the OxLEP Business Resilience Grant scheme to assist the development of enterprises. Also, the team provided one-to-one advice and detailed support to 134 businesses from April 2020 to June 2020.

Promote the district as a visitor destination is reporting Green for Quarter 1. Hospitality venues and visitor attractions are in the Government's last phase of COVID-19 lockdown easing, with



reopening on 4 July. They face the challenge of maintaining appeal at the same time as introducing social distancing requirements and winning back customer confidence. Multiple knock on effects are being felt throughout the supply chains serving the visitor economy. The Team is working closely with Experience Oxfordshire (EO) who are in turn working with VisitEngland and VisitBritain. EO are very keen that Oxfordshire venues pioneer a self-accreditation kitemark for cleanliness & safety; this kitemark was launched by VisitEngland on the 24 June.

Develop a Cherwell Industrial Strategy is reporting Amber for Quarter 1. Work on the Cherwell Industrial Strategy was paused to create capacity to support local businesses in response to COVID-19. The next step is to review the priorities of the emerging Cherwell Industrial Strategy to address post COVID-19 economic recovery.

Deliver the Growth Deal is reporting Green for Quarter 1. The Progress of the Growth Deal Programme has been maintained with regular board meetings and reporting. The impact on the delivery of programme outputs (accelerated housing, additional affordable units etc.) is being reviewed and understood in the context of the wider partnership.

Priority: Healthy, resilient and engaged communities

3.10 The Council is committed to enable all residents to lead an active life, improving and developing the quality of local sports and leisure facilities, promoting health and wellbeing in our communities. Also, supporting community and cultural development; working with our partners to address the causes of health inequalities and deprivation, and to reduce crime and anti-social behaviour.

3.11 Overview of our performance against this strategic priority:

Support Community Safety and Reduce Anti-Social Behaviour is reporting Green for Quarter 1. The Community Safety Teams undertook a programme of visits to all villages during lockdown, supporting the Police to ensure movement restrictions were adhered to. The team also engaged with all businesses in Bicester, Banbury and Kidlington town centres to ensure their views on measures required to safely re-open the high streets were included in our plans. Work to tackle anti-social behavior has continued as normal during lockdown without any significant increase in case numbers.



Promote Health & Wellbeing is reporting Amber for Quarter 1. The Social Prescribing programme is being revised and a delivery model has been agreed in response to the COVID-19 crisis. Also, the Thrive@Work accreditation work has been delayed by COVID-19 crisis and the profound changes to CDC working practices happening as a consequence of it. During Q1 over 14,000 prescriptions were delivered to vulnerable residents in Banbury, Bicester and Kidlington who were self-isolating from Covid-19 by volunteer runners, riders and drivers through the Oxfordshire Medicine Supply runs set up by the District Council. Support has been given to enable residents to walk and cycle to and in our town centres, working with OCC colleagues to deliver Tranche 1 of the national Active Travel

Fund, and providing free bike repairs for key workers and residents on a low income.

Improve Leisure and Community Facilities is reporting Green for Quarter 1. With the Leisure Centres and Joint Use Facilities remaining closed since March 20th any physical improvements to the Leisure Centres have generally slowed down, however, as restrictions start to ease Contractors are being engaged to carry out



some works within the Centres. Kidlington Leisure Centre has recently benefited from improvements to the fitness changing rooms with new showers and white rock panelling being installed. At Spiceball Leisure Centre work has commenced on the upper floors of the changing rooms as part of a programme of works. For the North Oxfordshire Academy, a

programme of works has been undertaken to the Athletics Track as part of the application for UK Athletics new 'track mark' accreditation which has included the purchasing of new equipment as well as physical works to the hammer/discuss circle and cage.

Support the Voluntary Sector is reporting Green for Quarter 1. A fortnightly Parish Bulletin has been distributed to all Cherwell Parishes since early April to keep parished in constant communication also, the Parish Liaison meeting will be held virtually in July. The Councillor COVID-19 Priority Fund designed and launched in April in response to the COVID-19 Crisis, supporting Community Centres across the district who are entitled to rates relief to encourage them to apply for the Retail, Hospitality and Leisure Grant which covers community spaces. Working with the organisation Muddy Feet to develop a "Transitioning back to school" resource pack.

The pack includes 6 nature connection workshops for teachers to use taking a therapeutic nature based approach. This resource has been circulated to all schools. Also, activity sheets for older people have been designed to help support older residents and the voluntary sector working with them by engaging residents in activities during lockdown.



Summary of Performance

- 3.12 The Council reports on performance against 41 Business Plan Measures monthly, with 22 Programme Measures and 19 Key Performance Indicators. The full details, including commentary against each measure and key performance indicator can be found in Appendix 2.

Programme Measures and Key Performance Indicators (41)			
Status	Description	Q1 / YTD	%
Green	On target	25	61%
Amber	Slightly off target	8	19%
Red	Off target	6	15%
	No data	2	5%

Please note 2 KPI measures haven't been able to report anything as a consequence of COVID-19 lockdown measures please check Appendix 2 for more information.

Risk Update

3.13 The Council maintains a Leadership Risk Register that is reviewed on a monthly basis. The latest available version of the risk register at the date this report is published is included in this report.

3.14 The heat map below shows the overall position of all risks contained within the Leadership Risk Register.

Risk Scorecard – Residual Risks						
		Probability				
		1 - Remote	2 - Unlikely	3 - Possible	4 - Probable	5 - Highly Probable
Impact	5 - Catastrophic			L09	L19	
	4 - Major		L10	L01, L04, L07, L11, L12 & L17	L08 & L20	
	3 - Moderate		L16	L02, L05, L14, L18 & L21	L15	
	2 - Minor					
	1 - Insignificant					

3.15 The table below provides an overview of changes made to the Leadership Risk Register during the past month. Any significant changes since the publication of the report will be reported verbally at the meeting.

Leadership Risk	Score	Direction	Latest Update
L01 Financial Resilience	12 Medium risk	↔	Risk reviewed 06/07 – Risk manager and comments updated
L02 Statutory functions	9 Low risk	↔	Risk Reviewed 07/07 – Risk manager updated.
L04 CDC Local Plan	12 Medium risk	↔	Risk Reviewed 03/07 – Comments updated
L05 Business Continuity	9 Low risk	↔	Risk Reviewed 10/07 – Mitigation actions and comments updated.
L07 Emergency Planning	12 Medium risk	↔	Risk Reviewed 10/07 – Mitigation actions and comments updated.
L08 Health & Safety	16 High risk	↔	Risk Reviewed 07/07 – No changes
L09 Cyber Security	15 Medium risk	↔	Risk Reviewed 06/07- Control assessment and mitigation actions updated.
L10 Safeguarding the Vulnerable	8 Low risk	↓	Risk Reviewed 07/07 – Risk description, control assessments and mitigating actions updated. Residual risk decreased from 12 to 8.
L11 Sustainability of Council owned companies and delivery of planned financial and other objectives.	12 Medium risk	↔	Risk Reviewed 07/07 – Mitigating actions and comments updated.
L12 Financial sustainability of third-party suppliers including contractors and other partners	12 Medium risk	↔	Risk Reviewed 14/07 – Mitigating actions and comments updated.

L14 Corporate Governance	9 Low risk	↔	Risk Reviewed 07/07 – Risk manager updated.
L15 Oxfordshire Growth Deal	12 Medium risk	↔	Risk Reviewed 07/07 – Comments updated.
L16 Joint Working – New Risk	6 Low risk	↔	Risk reviewed - 23/07/20 - Risk description and comments updated.
L17 Separation – New Risk	12 Medium risk	↑	Risk reviewed - 23/07/20 - Residual score elevated, potential impact and controls updated.
L18 Workforce Strategy	9 Low risk	↔	Risk Reviewed 22/07 – No changes.
L19 Covid19 Community and Customers	16 High risk	↓	Risk Reviewed 31/07 – Mitigating actions and comments updated.
L20 Covid19 Business Continuity	16 High Risk	↓	Risk Reviewed 23/07 – Score decreased, controls and comments updated.
L21 Post Covid19 Recovery	9 Low Risk	↔	Risk Reviewed 23/07 – Comments updated

During June the leadership risk had four score changes, L10 Safeguarding the Vulnerable, L17 Separation, L19 Covid19 Community and Customers and L20 Covid19 Business Continuity. For details please go to Appendix 3 Leadership Risk Register.

Finance Update

3.16 Introduction

The first quarter of the Performance, Risk and Finance Report, which incorporates the financial position for CDC is due to be reported to the Executive in September. Given the exceptional circumstances and the significant financial impact of Covid-19, this report sets out the forecast financial outturn position based on the position at 30 June 2020.

3.17 This report builds on the Financial Monitoring Report considered by the Executive on 6 July 2020 and is based on actual expenditure incurred and income lost between April and June 2020.

3.18 In order to allow CDC to complete forecast in year spending returns for the MHCLG the following assumptions have been applied:

- Assumed phased restart of economy from June to August based on Government decisions to mid-June (e.g. re-opening of high streets)
- Assumed full restart of the economy from September (e.g. opening of leisure centres)
- Assumption that full economic rebound does not happen before end of financial year
- Assumption that support to some providers will continue to the end of October in line with the new Procurement Policy Notice (PPN 04/20).

3.19 Applying these assumptions generates a forecast pressure from Covid-19 of £6.8m for 2020/21. This is a combination of additional costs and loss of income arising from the impact of the Covid-19 pandemic on Council services and is a

forecast increase of £0.6m since June. This is partially met by Covid-19 LA support grant funding available in 2020/21 of £1.6m and a potential further grant of £1.3m to partially meet irrecoverable income losses. This reduces the in-year pressure to £3.9m.

3.20 An update from the Government on their further funding commitments and possible additional flexibilities was issued on 2 July. The Government has announced the next stage of its plan to provide certainty to councils:

- Covid-19 costs - a further £500m will be made available to further assist with the additional costs of the response to Covid-19.
- Irrecoverable income losses - to help provide certainty for council's the Government has committed that where income losses in sales, fees and charges are greater than 5%, the Government will cover 75% of this lost income with council's having to fund the remaining 25%. Whilst still awaiting specific details of how this scheme will work, initial estimates are that grant of £1.346m could be received.
- Tax losses – irrecoverable losses from Business Rates and Council Tax will be considered as part of the Spending Review with a fair apportionment of losses shared between the Government and councils. The Government's press release has indicated that council tax and business rates collection fund deficits will be able to be spread over three years.
- Individual councils with exceptional circumstances are encouraged to raise these with the Government.

The Secretary of State will write to local government with further details shortly. Individual allocations have not been issued at the time of writing, but it is unlikely to be sufficient to cover all of CDC's costs and losses of income.

3.21 CDC needs to plan for how it will meet any funding shortfall that may remain for 2020/21. Officers are currently identifying options to address the financial position in 2020/21 and report back to the Executive at its next meeting.

3.22 There are further risks to the forecasts for service delivery such as the possibility of a second period of lockdown, either nationally or locally, to respond to a second peak in Covid-19 cases. This scenario is difficult to model as this would impact different services to different degrees with some services forecasting higher costs in the recovery phase than the response phase.

3.23 There is a net forecast underspend of £1.4m for business as usual activity (BAU). Variations are classified as BAU where they do not directly relate to CDC's response to Covid-19 or the impact of recovery plans. The table below summarises the position across CDC including both Covid19 and CDC's main spending activities.

Revenue Monitoring	Budget £m	Forecast Outturn £m	Current Month Variances £m	Covid Related Costs £m	Variance Excl. Covid £m	Prior Month Variances £m	Movement from last month
Communities	6.429	7.968	1.539	1.393	0.146	0.195	-0.049
Place and Growth	3.506	4.045	0.539	0.650	-0.111	0.031	-0.143
Customers and Org. Dev.	3.918	4.075	0.157	0.202	-0.045	-0.023	-0.022
Adults and Housing Services	2.932	3.182	0.250	0.364	-0.114	-0.205	0.091
Public Health and Wellbeing	3.066	4.120	1.054	1.583	-0.529	-0.329	-0.201
Comm. Dev. Assets and Inv.	2.115	4.492	2.377	2.617	-0.241	0.000	-0.241
Total Directorates	21.966	27.882	5.916	6.810	-0.895	-0.331	-0.564
Executive Matters	3.638	3.166	-0.472	0.000	-0.472	-0.472	0.000
Total Cost of Services	25.604	31.048	5.444	6.810	-1.367	-0.803	-0.564
Total Income	-25.604	-28.550	-2.946	-2.946	0.000	0.000	0.000
(Surplus)/Deficit	0.000	2.498	2.498	3.864	-1.367	-0.803	-0.564

Note: Growth and Economy have moved from Communities to Place and Growth and all figures adjusted accordingly

3.24 Conclusion and Reasons for Recommendations

Financial monitoring is an important part of the overall performance management across CDC, allowing officers and members to understand the position and where necessary take early action in order to deliver a balanced budget. The impact of the Covid-19 pandemic is significant and will place CDC under additional pressure managing its finances over the medium term, especially when taking into account the medium-term financial challenges anticipated when the budget was set in February 2020

3.25 Report Details

Communities

Communities predicts an overspend of £1.539m against a budget of £6.429m (23.9%). Figures adjusted for Growth and Economy moving out of this directorate.

<p>Environmental Services</p> <p>Variation £1.564m overspend</p> <p>Last Month £1.618m overspend</p>	<p>Of the forecast, the most significant element is the anticipated loss of car parking income, estimated to be £1.0m equating to approximately half the level expected.</p> <p>There is an anticipated reduction in income of £0.060m, additional spending of £0.419m related to waste activities, such as recycling and increased tonnage, a £0.079m increase in National Domestic Rates & Business Improvement district charges, £0.058m increase in management variable fees and savings of £0.053m due to vacancies.</p>
<p>Regulatory Services</p>	<p>The spending and loss of income related to Covid-19, including the decision to waive the first quarter's Street Traders licences and costs related</p>

Variation
£0.025m
underspend

to the Local Outbreak Control system, will be offset with travel and salary savings due to vacancies.

Last Month
Nil

Place and Growth

Place and Growth predict an overspend of £0.539m against a budget of £3.506m (15.4%). Figures adjusted to now include Growth and Economy.

Planning & Development

As at end of June, there is a significant forecast of £0.779m reduction in income from Planning Application fees and Building Regulation income of which £0.583m is related to Covid-19.

Variation
£0.814m
overspend

Last month
£0.797m
overspend

Growth & Economy

A recent review of vacant positions has identified a number of posts that will now not be filled this year or until later this financial year. This has led to a forecast saving position of £0.275m.

Variation
£0.275m
underspend

Last Month
Nil

Customers and Organisational Development

Customers & Organisational Development predict an overspend of £0.157m against a budget of £3.918m (4.0%).

Customers & Organisational Dev.

Due to the impact of Covid-19, there is a decline in house sales impacting on Land Charges income, resulting in an under recovery against the budget.

Variation
£0.157m
overspend

Last Month
£0.150m
overspend

Adults and Housing Services

Adults and Housing Services predict an overspend of £0.250m against a budget of £2.932m, (8.5%).

Housing & Social Care

Variation

£0.250m
overspend

Last Month

£0.200m
overspend

The overspend can be predominately attributed to the impact of Covid-19, which includes costs of temporary accommodation plus associated 'move-on' costs post lock down. Offsetting the overspend are salary savings as a result of posts that have been vacant for the first half of the year and penalty income from enforcement in the Private Housing Sector being higher than anticipated.

Public Health & Wellbeing

Public Health & Wellbeing predict an overspend of £1.054m against a budget of £3.066m (34.4%).

Wellbeing

Variation

£1.104m
overspend

Last Month

£0.600m
overspend

The forecast overspend of £1.1m includes the loss of income from holiday hubs and hiring of sports facilities during closure as a result of Covid-19 alongside the expectation that contributions may not be received from external parties towards the costs of leisure facilities. Furthermore, in order to support the leisure centres during closure as a result of Covid-19, CDC has provided financial support in addition to the contractual management fees. Offsetting these costs are savings arising from funding for compensatory payments for a leisure provider linked to access restrictions which is no longer required.

Healthy Place Shaping

Variation

£0.050m
underspend

Last Month

nil

Savings are forecast to be made on salaries due to vacant posts.

Commercial Development, Assets and Investments

Comm. Dev. Assets and Invests. predicts an overspend of £2.377m against a budget of £2.115m (112.4%).

<p>Property</p> <p>Variation £2.1m overspend</p> <p>Last Month £2.3m overspend</p>	<p>Significant reductions in commercial rent commercial properties are currently forecast as a result of Covid-19. In addition, there is the potential that CDC may incur dilapidation costs for failed businesses.</p>
<p>Finance</p> <p>Variation £0.248m overspend</p> <p>Last Month £0.214m overspend</p>	<p>This is made up largely by supporting the additional work related to Covid-19, such as the business grant schemes and additional support with the extension in the completion of the Statement of Accounts. Some additional government support through the New Burdens grant funding may be made later in the year to help offset some of this cost.</p>
<p>Law and Governance</p> <p>Variation Nil</p> <p>Last Month Nil</p>	<p>The budget is anticipated to balance at this stage in the year.</p>

Executive Matters

Executive Matters predicts an underspend of £0.472m against the budget of £3.638m (13.0%).

<p>Interest Costs</p> <p>Variation £0.472m underspend</p> <p>Last Month £0.477m underspend</p>	<p>Reduced borrowing costs and lower rates are creating a positive variance against budget for 2020/21.</p>
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4.0 Conclusion and Reasons for Recommendations

4.1 It is recommended that the contents of this report are noted.

5.0 Consultation

- 5.1 This report sets out performance, risk and budgetary information for the first quarter of this financial year and as such no formal consultation on the content or recommendations is required.

6.0 Alternative Options and Reasons for Rejection

- 6.1 The following alternative options have been identified and rejected for the reasons as set out below.

Option 1: This report illustrates the Council's performance against the 2020-21 business plan. As this is a monitoring report, no further options have been considered. However, members may wish to request that officers provide additional information.

7.0 Implications

Financial and Resource Implications

- 7.1 Financial implications are detailed within section 3.16 to 3.25 of this report.

Comments checked by:

Lorna Baxter, Executive Director Finance, Lorna.Baxter@cherwell-dc.gov.uk

Legal Implications

- 7.2 There are no legal implications from this report.

Comments checked by:

Sukdave Ghuman, Head of Legal Services, Sukdave.Ghuman@cherwell-dc.gov.uk

Risk management

- 7.3 This report contains a full update with regards to the Council's risk position at the end of the first quarter. A risk management strategy is in place and the risk register has been fully reviewed.

Comments checked by:

Celia Prado-Teeling, Performance Team Leader,
celia.prado-teeling@cherwell-dc.gov.uk

8.0 Decision Information

Key Decision

Financial Threshold Met: No

Community Impact Threshold Met: No

Wards Affected

All

Links to Corporate Plan and Policy Framework

All

Lead Councillors

Councillor Richard Mould – Lead member for Performance Management
Councillor Tony Ilott – Lead member for Finance and Governance

Document Information

Appendix No	Title
Appendix 1	2020/21 Business Plan
Appendix 2	Monthly Performance Report
Appendix 3	Leadership Risk Register
Background Papers	
None	
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