



Doncaster Council

Report

Date: 1st September 2020

To the Mayor and Members of Cabinet

2020-21 Quarter 1 Finance and Performance Improvement Report

Relevant Cabinet Member(s)	Wards Affected	Key Decision
Mayor Ros Jones	All	Yes

EXECUTIVE SUMMARY

1. This report focuses on quarter 1 of the 2020/21 financial year. It indicates our current financial forecast position against our 2020/21 budget and our performance against key Service Standards.
2. This has been a challenging quarter for council services as the COVID-19 pandemic has impacted right across the council. In terms of being able to respond some council services were stood down, others innovated to be able to continue and others working under extreme and challenging circumstances. Consequently this Finance and Performance report provides details on business as usual whilst at the same time recognising that the circumstances that the Council delivers services in was far from business as usual. Whilst the Council and Team Doncaster partners have ambitious plans for the future they will need to be delivered in a volatile and uncertain context.
3. From a performance perspective there have been challenges;
 - in relation to maintaining the cleanliness of the borough as levels of fly tipping increased and levels of recycling reduced due to HWRC being closed
 - Level of house building has slowed however the level of planning applications are above previous performance which is encouraging
 - Given the nature of the pandemic, the number of residential placements have reduced significantly during this quarter

There have however been areas of improvement;

- The performance level of responding to customer enquiries improved
- The percentage of the Council's budget spent locally increased
- The level of agency spend reduced significantly from last quarter
- The timeliness of social care assessments improved

Financial Position

4. There have been significant financial challenges as the council responded to the COVID-19 pandemic. We have incurred new and additional costs to support operational services continue to deliver services, lost income through reduced trading activity or cessation of services and there has been a delay in delivering savings which are required to achieve a balanced budget. In addition council tax payments and business rates payments have reduced as lock down began, businesses closed and staff furloughed.
5. During the quarter, as the pandemic and infection rates increased, service costs have increased. The Council has responded to these challenges and Key and Officer decisions have been taken where appropriate.
6. Given the exceptional nature of circumstances, the Government have recognised these financial challenges and provided additional COVID-19 pressures funding. These currently stand at £21.8m. Other specific resources have been provided and listed in the Annex to this report (separately provided)
7. The overall financial position is extremely fluid and being carefully monitored and reported to MHCLG on a monthly basis. We anticipate that the in-year financial position can be managed through the application of government funding and service underspends.
8. Looking to the longer term, we anticipate that the cost of delivering many council services will increase at the same point that our available income (council tax and business rates) will come under pressure. In order to ensure a balanced budget we are planning to undertake a fundamental review and update of our Medium Term Financial Strategy (MTFS) and 2021/22 budget plan to provide a solid baseline and longer-term financial sustainability. This is the first quarterly financial monitoring report for 2020/21. The Council is forecasting a balanced budget position at the year-end (no over or underspend) after the allocation of £13.3m of Covid-19 emergency grants. Full details on the main variances are provided in paragraphs 37 to 51.

Performance

9. Over the last six to eight months Doncaster has had to deal with significant disruption with the Flood emergency, the Hatfield Moor fires and the response to the Covid 19 pandemic. During this quarter we have been presented with significant challenges to service delivery as a result of the pandemic lockdown and restrictions applied. We have worked closely with government bodies, partner organisations and local communities to provide essential support to residents that have been affected by the restrictions. With this in mind the 'Delivering for Doncaster' booklet for this quarter will focus on the 'Response to the Covid 19' pandemic.
10. Paragraphs 7 – 29 outline the current position on areas that we have managed to continue to monitor throughout quarter 1 as well as identifying additional key areas of activity.

EXEMPT REPORT

11. This report is not exempt

RECOMMENDATIONS

12. The Mayor and Members of Cabinet are asked to note and comment on the quarter 1 performance and financial information; including;
- Approve the virements per the Financial Procedure Rules, detailed in the Financial profile in the Evidence Pack;
 - Approve the changes to Fees and Charges, detailed in paragraphs 52 to 55 and note the new fee, detailed in paragraphs 56 and 57.
 - Note the allocations of block budgets in the Capital Programme, detailed in the Appendix A – Finance Profile, in accordance with the Financial Procedure Rules (sections A & B).
 - Approve the allocations from the Investment & Modernisation Fund (IMF) and Borrowing Block budget in the Capital Programme, detailed in the Appendix A – Finance Profile, in accordance with the Financial Procedure Rules (sections C & D).

WHAT DOES THIS MEAN FOR THE CITIZENS OF DONCASTER?

LIVING:

13. Performance for the maintenance of principal, non-principal and estate roads has remained at or above target at 98%, 97% and 77% respectively. This continues the good performance in this area of service that we have seen over the last few years.
14. There have been no land/highways proactive cleanliness inspections or remedial works due to staffing resources being focussed towards tackling the Covid 19 emergency. Clearance of fly-tipping has been concentrated on the most affected areas, and those presented a health risk. As people have spent more time at home during 'lockdown', more household waste has been generated; we have seen a significant increase in the amount of waste that is illegally dumped, particularly within the urban centre alleys. This increase, together with reduced staffing capacity, has meant performance against the targeted '85% cleared within 7 days' has suffered, with only 59% of cases hitting this standard.
15. Household waste recycling has reduced significantly as well. Only 39% was achieved against the 50% target, which is lower than in previous quarter. The 39% represents the audited figures for January – March as there is a delay on receiving the final figures. There are a number of influencing factors to this reduction. These include the increase in residual waste collected from Christmas and New Year, changes in the way we dispose of wood at the recycling centres and because of the quality of the material the wood now goes to energy recovery not recycling, which has an impact on the performance. We also worked with partners to ensure the continuity of Waste services when tonnage exceed double normal amounts.
16. The scheduled grass cutting programme has not been delivered as originally planned, primarily due to Covid 19. Once works did resume, the cuts took longer than usual due to much longer grass and wet weather. Our local parks were prioritised in order to allow people to exercise during/emerging from lockdown. Reduced grass cutting has allowed the service to progress with its naturalising initiatives in line with the climate and biodiversity emergency announced by the Mayor in September last year.

During these uncertain times we have developed, appraised and worked to a series of options which have allowed us to step services back up in a controlled way, these included:

- Revised all risk assessments to ensure they were COVID compliant.
- The reconfiguration of North bridge depot to ensure COVID security for the workforce and installed new facilities.
- Initiated the Improvement Plan across services.
- Continued to deal with business critical priorities and taking Enforcement action where necessary.
- Progressed infrastructure improvements to mitigate flood risk and investigations into 2019 floods.
- Trialled approach to renaturalisation in Street Scene.
- Introduced Environment staff newsletters to keep the work force up to date on latest developments across the services and the authority.

WORKING:

17. The percentage of major planning applications processed within targeted timeframes continues to significantly exceed the national target of 70%. A figure of 92% was achieved against a highly ambitious locally set target of 94%.
18. An additional 147 new homes were built in quarter 1, which is lower than the equivalent time last year; This performance is not unexpected given the lockdown measures in place that slowed progress on some sites and in many cases, ceased development altogether for an extended period of time.
19. The collection of business rates for this first quarter is 94.44%. This is a reduction when compared with 97.13% for the same time last year. The impact of the Covid 19 pandemic has seen many businesses close temporarily during the lockdown and left them in difficult financial circumstances. Over 300 businesses have been given a 'payment holiday' for the first 3 months of the year and no debt recovery action has been taken to ensure payment during this period. We have seen significant increase in the number of direct debit recalls in the year as businesses struggled with cash flow issues as the lockdown took hold. It is hoped that as lockdown eases and businesses start to return to a degree of normality then collection will improve.

CARING:

20. The COVID-19 pandemic has presented significant challenges to service delivery this quarter, and a number of headline measures have been directly impacted and our priority has been supporting the most vulnerable residents and communities through the pandemic.
21. The number of people living in residential care has reduced from 1,122 to 988; this is an indicator that has been significantly altered by the COVID-19 pandemic due in part to the number of deaths this has caused in the local residential care system. As well as this, there have been other challenges to the industry as a result of lockdown measures and pressures elsewhere in the healthcare system.
22. The Delayed Transfers of Care (DTOC) indicator was suspended by NHS Digital in order to alleviate data pressures caused by the pandemic. This indicator is expected to resume in the near future.
23. The number of people controlling their own support through the use of direct payments is currently 927, a reduction of 10 since last quarter. The pandemic

has caused some change in service user behaviour, with some users suspending care visits to maintain shielding. Very few new requests for Direct Payment have been received this quarter.

24. The average time taken to complete a social care assessment was 40.1 days in the quarter, significantly less than the long-term average and the previous quarter. This indicates that COVID-19 has had some impact in reducing this indicator, potentially due to measures taken to reduce delays that may otherwise have been caused by the pandemic, such as technology being used in the assessment process.

LEARNING:

25. During Q1 the Directorate was responding to the Covid 19 Pandemic which resulted in Early Years and Schools remaining open only for Key Worker and Vulnerable children.
26. A key focus for the Directorate during response and into recovery was to support the education system, ensuring safeguarding measures and welfare checks continued to be in place. 4,500 vulnerable children were identified and responsibilities were shared across the partnership but convened and monitored through the Director of Children Services statutory role.
27. The statutory responsibility for the collation of statutory education and early years data was nationally suspended whilst organisations focused on providing essential services to the public. Due to the aforesaid arrangements which includes the suspension of the data requirements and children not being in care and educational settings there is limited data which can be reported against the service standards for this period. However, the Directorate Team has achieved a great deal during this quarter, some highlights of which are shown below:
- At the beginning of the Pandemic, 10 essential services were identified and resources were quickly aligned. A Directorate based infection modelling curve was developed to estimate a 'worst case scenario' which allowed the teams to self-organise to ensure that there were sufficient numbers of skilled and trained staff to ensure that there would be no disruption to services being provided.
 - Of the 307 functions provided across the Directorate, only 36 stopped with a further 109 which were paused.
 - Quickly established highly effective cluster meetings with Headteachers and a communication channel to schools to provide consistent messages and information as well as responding and supporting Headteachers daily.
 - The Free School Meal offer in Doncaster was cited by the Department for Education as best practice and involved a proactive approach which included liaising with supermarkets directly to roll out vouchers, establishing a support line for parents with concerns and queries about the initiative and emergency food packs where the vouchers failed.
 - Buy Doncaster Customer relations work with School Business Managers resulted in £3m income via the Buy Doncaster website.
 - 300 school places offered in respect of in year transfers. 146 Nursery places for 2020 were offered and a further 132 places offered for secondary school places. 3750 Reception and Junior 2020 school places were offered by the April deadline
 - A number of resources have been developed to support face to face and virtual transitions, examples include:
 - Google classrooms for every secondary school set up

- 360 walk through videos of each school and four mindfulness classes available
- Anxious students or those who have additional needs receive a more intensive face to face support and workbooks which is being delivered by the transition team or school staff
- Videos translated into 8 languages including sign language
- Early Help remained constant throughout the pandemic processing around 1000 open cases each month
- 89% of level 3 Early Help Assessments were completed with only 4% of cases being overdue
- 46 workers from 23 organisations were trained as Lead Practitioners
- 5 Family Hubs remained open and have offered a space for expectant and new mums to be seen safely by midwives. Over 5000 parents and 981 babies have been seen to date
- Family Hubs have continued to keep in touch with families during lockdown by offering a virtual service offer. Over 882,000 have viewed the Facebook pages during lockdown and 928 people accessing online Solihull parenting training, with a further 250 registered during May and June
- 30 Children's messages were posted on social media with a reach of 797,158 and an engagement of 88,617 people
- The website offering information, advice and guidance on the reopening of schools and childcare settings was visited 14,500 times since its launch in May
- Developed the great summer staycation which aims to prepare children and young people for school reopening in September.
- Continued to make Stronger Families Payment by Results claims ensuring this year 6 starts off on a good footing. We now have a **cumulative total of 149 claims** (30.2%) of our overall target
- Libraries and heritage services have improved the online offer to include newspapers, magazines and comics as well as the usual e-books and other online resources. Cusworth Park was opened when guidelines allowed ensuring people have an outdoor space to access. Staff conducted welfare calls to known vulnerable users to ensure wellbeing.

28. Now into recovery the Directorate teams have worked closely with schools regarding their reopening and School Transport remains a high risk and although we are doing all that we are able through modelling, market engagement etc., we await the national guidance to undertake final planning. We also anticipate a pressure in terms of capacity and budget.

CONNECTED COUNCIL:

29. Due to the COVID 19 crisis the Civic Buildings One Stop Shop has been closed for the majority of quarter 1. It re-opened on Monday 15th June and customer numbers have remained low. Within the One stop shop we have introduced new ways of working due to the social distancing measures, ensuring that customers are not waiting to be served. During this quarter our performance with regards phone calls answered within 150 seconds has increased to 94% which is above the 90% target.

30. Local authority spend with local businesses has increased to 74% against a 66% target with spend equating to approximately £23.5m.
31. The average number of days to process a new housing benefit claim has increased to 21.94 against a target of 21. This slight increase was due to the spike in new Housing Benefits claims caused by the Covid 19 pandemic, which created a backlog of work at the start of the quarter, however, this has now been cleared and performance levels are back on track. Processing of new applications for Council Tax Support (CTS) has also seen a spike this quarter with performance at 20.67 days (target 21 days). However, despite the spike caused by the Covid 19 pandemic, performance has remained on target and improved compared to 23.3 days for the same time last year.
32. Elected Members were allocated approximately £165,000 to support community group during the covid response. During Quarter 1, 65 applications were received, 61 approved and £108,595 of the total budget allocated across 56 community groups. Support has been provided for a variety of projects including: storage and infrastructure, in addition to pop up food banks and emergency food hampers to those families struggling during the outbreak; support for home schooling; activities for children and vulnerable groups in communities to keep them occupied and improve emotional well-being; delivery of cakes, art packs, jewellery making, card making, print of quiz sheets, brain teasers and word searches to lesson social isolation amongst elderly groups. Purchase planters, seeds, trowels and watering cans, then children will grow their own flowers which can be distributed into the community; modification to community groups to enable safe operation and continuation of services during the pandemic; purchase and set up of technology to enable online access to services and support; and, community participation in walking and cycling. The objectives during Quarter 2 will be the completion of funding stream-allocation of funds by end of July, monitoring and capture of the outcomes/impact of the projects.
33. Agency worker spend outside of main employment contracts has reduced during the quarter by £109k (down 20%) from £534k in Q4 to £425k. Many assignments were due to end naturally at the end of March and then due to the emergency there has been reduced demand in some areas due to services not being operational.
34. The sickness absence rate for the quarter was 9.76 days per full time equivalent employee, against a target of 8.50 days. This is a reduction from 10.55 days for Q4. Occupational Health appointments were moved to on-line during the quarter and this has undoubtedly helped with non-attendance of appointments reducing by 65 to 26 out of a total of 560 appointments this quarter.
35. A continuation of supported events were held virtually including Carers Week (8-14 June) and Loneliness Awareness Week (15-19 June), key elements of our on-going diversity and inclusion agenda. The Council was also awarded Bronze Inclusive Employer Status.
36. The council's Health and Safety team has worked with HR and Public Health to develop a COVID-19 secure suite of documents to help manage risk and protect employees during the pandemic. This includes generic risk assessments based on national government guidance for managers to utilise and amend to meet the needs of their service activities.

FINANCIAL POSITION:

Revenue Budget

37. The Council is forecasting an outturn projection of a £13.3m overspend before the allocation of Covid-19 emergency grants. This is largely due to the effects of and response to the Covid-19 global pandemic. Planned savings for 2020/21 are off track with £3.4m delivered leaving a shortfall of £5.3m. A summary of the £13.3m overspend by service areas for 2020/21 is provided below. This is followed by detail for each service area and then an explanation of the how the Covid-19 emergency grant has been allocated:-

	Quarter 1						Quarter 4 Variance
	Gross Budget	Net Budget	Variance				
					Covid-19	Excl Covid-19	
	£m	£m	£m	%	£m	£m	£m
Adults Health and Wellbeing	164.3	72.3	0.3	0.2%	4.4	-4.1	-0.7
Learning & Opportunities - Children & Young People	56.5	11.3	2.5	4.4%	2.4	0.1	0.0
Doncaster Children's Services Trust (DCST)	55.1	50.1	2.9	5.3%	1.0	1.9	-1.2
Corporate Resources	114.5	23.7	2.3	2.0%	3.2	-0.9	-0.3
Economy & Environment	97.0	41.5	6.6	6.8%	7.0	-0.4	-0.7
Services Budgets	487.4	198.9	14.6	3.0%	18.0	-3.4	-2.9
General Financing	7.6	6.9	-0.6	-7.9%	0.0	-0.6	-0.5
Other Council-Wide budgets	9.8	-99.7	-0.7	-7.1%	0.2	-0.9	2.0
Council Wide	17.4	-92.8	-1.3	-7.5%	0.2	-1.5	1.5
Grand Total	504.8	106.1	13.3	2.6%	18.2	-4.9	-1.4

38. Adults, Health & Well-being is forecast to overspend by £0.25m at quarter 1. The Adult Social Care Ladder is forecast to overspend by £0.39m and this includes a forecast underspend on residential placements of £0.94m, driven partly by success in the latter part of the last financial year in keeping a greater number of older people safely at home and partly because of the effect of Covid-19 both on admission numbers and sadly on death rates within care homes. This is offset by a forecast overspend of £1.33m on non-residential care services, caused essentially by the impact of Covid-19 in terms of client numbers, on-going support costs and the loss of savings from projects that have been delayed. Within this forecast there are estimated Covid-19-related costs of £3.23m. This obviously is only an estimate and will depend on the short to medium term support required and the lasting impact of the pandemic, and will be refined as the impact is better understood. Communities is forecast to overspend by £0.52m overall, of which £1.12m overspend is due to the impact of Covid-19 arising primarily from loss of income and additional staffing costs, offset by £0.60m underspends arising from delays in recruiting to vacant posts and savings on service running costs. The overall position is also offset by an underspend of £0.56m projected on the management of change budget.

39. The detailed position of the Care Ladder is shown in the table below: -

Care Ladder		Budgeted Position at Month 3	Actual / Projected Position at Month 3	Variance
Older People Residential	Client numbers at current month	791	658	-133
	Forecasted clients by year end	789	692	-97
	Net Expenditure (£'000)	14,607	13,447	-1,160
Working Age Adults Residential	Client numbers at current month	202	195	-7
	Forecasted clients by year end	208	208	0
	Net Expenditure (£'000)	9,657	9,340	-317
Short Stay Residential	Net Expenditure (£'000)	1,680	2,217	537
Direct Payments	Client numbers at current month	932	906	-26
	Forecasted clients by year end	967	946	-21
Home Care	Client numbers at current month	1,094	928	-166
	Forecasted clients by year end	1,056	925	-131
Total Non-Residential	Net Expenditure (£'000)	15,933	16,988	1,055
Extra Care	Client numbers at current month	120	124	4
	Forecasted clients by year end	120	124	4
	Net Expenditure (£'000)	2,131	2,006	-125
Supported Living	Client numbers at current month	328	316	-12
	Forecasted clients by year end	330	316	-14
	Net Expenditure (£'000)	18,765	19,170	404
Care Ladder Grand Total	Client numbers at current month	3,466	3,127	-339
	Forecasted clients by year end	3,469	3,211	-258
	Net Expenditure (£'000)	62,774	63,167	393

40. Learning & Opportunities – CYP is forecast to overspend by £2.55m at quarter 1, of which £0.18m is non Covid-19 related with the remaining amount being due to the impact of Covid-19 which is broken down as follows: £0.95m net additional costs, loss of income £0.62m and a delay in the realisation of achieving savings £0.79m. The overspends include: Travel Assistance £1.55m, of which £1.12m is the potential net impact of Covid-19 from social distancing when schools are fully open less savings from reduced provision being required in April to July, and £0.43m is due to the impact of increased activity from 2019/20, Traded Income shortfall of £0.70m (£0.37m due to Covid-19), £0.5m savings from the re-

provision of Short Breaks as part of the Future Placements Strategy delayed due to Covid-19, and loss of Attendance Fixed Penalty Notice fines income £0.25m due to Covid-19. These are offset in part by an underspend of -£0.31m from managed staffing vacancies and -£0.33m from a one-off insurance claim relating to the Music Service.

41. The Doncaster Children's Services Trust (DCST) is forecast to overspend by £2.89m to the 2020/21 contract value, of which £1.89m is non Covid related with the remaining amount due to the impact of Covid-19 broken down as follows: increased costs for Out of Area (OOA) Placements £0.29m, a projected three month delay to the opening of two bed homes £0.21, equipment costs £0.02m, and a potential 5% increase in Children in Care numbers when Schools fully reopen in September 2020 £0.48m. The non Covid overspend of £1.89m includes: Out of Area (OOA) Placements £0.58m, SGO/CAO's allowances £0.2m, Staffing, which is mainly agency cover, £0.50m, a delay in delivering Allowances savings £0.2m, and £0.16m for Ofsted inspection preparation costs.
42. Corporate Resources is projected to overspend by £2.30m at quarter 1. This is mainly due to £3.21m of Covid-19 related costs and loss of income, which means the Directorate would have been projecting to underspend by £-0.91m if not for Covid-19. The largest area is Finance £1.55m overspend, £2.18m from Trading Services, mainly Schools Catering, as a result of schools being closed and limited income expected until September 2020. This is off-set in part by underspends on Fleet Management £-0.48m. Customers, Digital & ICT £0.84m overspend largely due to increased mobile phone costs £0.20m and reduced council tax recovery £0.42m. Legal & Democratic Services £0.29m overspend due to increased costs in Coroners and reduced income from Registrars, both due to Covid-19. These overspends are offset by the early identification of savings for 2021/22 in Corporate Resources Director £-0.14m and vacancies mainly in Policy, Insight & Change £-0.15m.
43. Economy and Environment is forecast overspend by £6.60m at quarter 1. This is mainly due to £6.99m of Covid-19 related costs and loss of income, which means the service would be projecting to underspend by £0.39m if not for Covid-19. All Covid-19 related values are in brackets. Income pressures of £4.25m (£4.45m) from across the Directorate are the single biggest items (with Highways Operations £1.47m (£1.47m)), Professional Buildings Maintenance £0.91m (£1.2m), Waste and Recycling £1.33m (£1.11m) and Parking and Enforcement £0.64m (£1.14m) being the largest elements). In addition there are additional Waste related costs, mainly from increased tonnages being collected and lower recycling rates being received £0.59m (£0.40m) and the cost of issuing PPE to social care providers free of charge is recorded against Stores £0.40m (£0.40m). In Housing there are £0.68m of net additional costs of B&B accommodation for homeless people as a result of Covid-19.
44. Council Wide is forecast to underspend by £1.32m at quarter 1. This is due to the following reasons: -
 - Underspend (one-off) £-0.80m in Technical Accounting due to lower Minimum Revenue Provision (MRP) largely caused by vehicle purchases in 2019/20 slipping to 2020/21;
 - Underspend £-0.63m in General Financing/Treasury Management due to: underspend (one-off) £-0.40m Pension Prepayment Loans interest saving and underspend (one-off) £-0.27m replacing loan maturities - by accessing lower than forecast rates thanks to Bank of England (BoE) rate reductions

and accessing local authority market rather than Public Works Loan Board (PWLB);

- Underspend £-0.29m in Severance Costs due to lower than expected pension costs for former employees;
- Overspend £0.41m in Other Centrally Funded due to overspend (one-off) £0.18m YPO dividend - assuming only get half the normal YPO dividend in 20/21 per latest email from Wakefield; overspend (one-off) £0.17m capital receipts - there is an estimated shortfall on capital receipts required to fund the capital programme in 20/21 so there are insufficient receipts available to transfer to revenue to offset the costs of disposal.
- It is assumed that corporately held contingency budgets of £1.2m will be utilised during the year.

45. The above figures do not include any estimated loss income from Council Tax and Business Rates. These form part of the Collection Fund and due to statutory accounting requirements the impact of losses in the Collection Fund in 2020/21 won't affect the Council's General Fund until 2021/22. The impact on the Collection Fund is discussed below.

46. The Council has received £21.8m in emergency funding from Government to assist in dealing with the costs associated with Covid-19. £13.3m of this funding has been allocated across the Council in line with the virements shown in Evidence Pack – Finance Profile (subject to the approval of Cabinet).

47. The revised position is shown in the table below:-

	Revised net budget	Revised variance
	£m	£m
Adults Health and Wellbeing	74.4	-1.9
Learning & Opportunities - Children & Young People	13.8	0
Doncaster Children's Services Trust (DCST)	51.1	1.9
Corporate Resources	26.0	0
Economy & Environment	48.1	0
Council Wide Budgets	-94.1	0
Grand Total	119.4	0

48. The Children's Trust position shows a projected overspend because emergency funding has only been allocated to the Trust's Covid-19 related overspends. This position is being closely monitored and measures are being explored to reduce the remaining overspend. In order to show an overall balanced position the Trust overspend is offset by leaving underspends in Adults, Health & Wellbeing.

By allocating £13.3m of the emergency funding across budgets within the Council, service managers will have robust budgets that they should be able to manage during the rest of the financial year. It will be for Directors to decide how to allocate the emergency funding within each directorate in accordance with the principles.

49. It should be noted that £3.07m of the Covid-19 emergency funding had already been allocated through decisions made by the Mayor earlier in the year (DCLT £2.77m, Fight Back Fund £0.25m and Local Assistance scheme £0.05m). There is currently £5.4m Covid-19 funding unallocated, mainly due to managing the

financial position and utilising service underspends to contribute towards Covid-19 costs expected to be incurred this year. This will continue to be monitored during 2020/21 and the balance retained to offset budget pressures in 2021/22 and future years, including the impact of the deficit on the Collection Fund. In addition, around £2.6m of Covid-19 Hardship Funding is also expected to be available to support 2021/22. Overall, the estimated additional Covid-19 costs anticipated to impact on 2020/21 and future years, are expected to exceed the government funding received to date.

50. Further government funding will be received to help with income losses from sales, fees and charges. Full details have yet to be provided by government but Financial Management staff are working on a range of estimates. It is possible that further additional funding may also be made available. A summary of all funding provided to date can be found in Appendix D.
51. There are of course risks that costs will increase further as government guidance changes and the impacts of lockdown restrictions become clearer. It is important that managers keep a strong grip on their budgets as events unfold.

Fees & Charges

Adult Social Care

52. On the 25th February 2020, Cabinet approved the proposed changes to a range of fees and charges within Adult Social Care.
53. Five key principles were adopted, which ensures that proportionality and fairness is embedded in charging practices going forward. Safeguarding services through effective cost recovery, but fundamentally continuing to help vulnerable people to have the right support and helping older and disabled people to live well and independently in their own home.
54. These charges were all due to be implemented in April 2020, but unfortunately with the impact of Covid19 pandemic there has been a delay in fully implementing some of the charges. The positions on the charges affected are detailed below:
 - Home Alarms – New clients (with stated exceptions) from 1st April will be charged from July 2020 and existing clients (with stated exceptions) from October 2020. Additionally, existing clients' charges were increased by 1.82% for the interim period (in line with other fees & charges as approved by full Council on 5 March 2020).
 - Safeguarding Personal Assets, Protection of Property – New clients August 2020.
 - Admin Fee for Self Funders – New clients August 2020, existing clients October 2020.
 - Enhanced daily living component of Personal Independence Payment (PIP) – New and existing clients October 2020.
 - Financial assessments for residential respite and short stay care – New and existing clients October 2020.
 - Minimum Income Guarantee (MIG) - New and existing clients October 2020.

55. The financial impact of the delays in implementation are reflected in the Council's financial position for 2020/21 within this report and they will be incorporated as part of the Council's consideration of the revised Medium Term Financial Strategy (MTFS).

Licensing

56. Introduction of a new temporary Pavement Licence Application Process for the Doncaster borough. As local authority, Doncaster Council has a responsibility to encourage a return to economic vitality following the Covid19 pandemic. One of the Government recommendations to achieve this task is through the licensing of the public highway to allow hospitality businesses to extend their capacity limits and to increase social distancing possibilities for patrons.
57. A temporary pavement licence has been created to allow this activity. The Council is able to charge a fee of up to £100 for a licence that will be valid until September 2021. It is proposed to charge the maximum fee permitted and therefore this licence will cost £100 and will grant permission for tables, chairs and related infrastructure to be placed on the public highway until 30 September 2021, subject to such conditions as may be imposed by statute, the Secretary of State or Doncaster Council.

Housing Revenue Budget (HRA)

58. The projected outturn position for the Housing Revenue Account quarter 1 is an underspend of £0.7m. The revised budget assumes a contribution of £3.9m from balances; the £0.7m underspend means that the contribution from balances is reduced to £3.2m. The variances are £0.3m underspend on overall expenditure the majority of which is due to a reduction in the estimated contribution to the provision to bad debt as a result of lower than anticipated rent arrears at year end and at Q1. There is a positive variance of £0.4m on income.
59. HRA balances are estimated to be £6.5m as at 31st March 2021, there is a considerable amount of work which is ongoing to understand the revised investment and compliance needs for all properties following the publication of the Hackitt report and the current consultation paper "Building a safer future: proposals for reform of the building safety regulatory system".
60. Current rent arrears at Q1 are £2.3m (3.13% of the rent debit); this is an increase from £2.1m (2.79%) at year-end. This performance is being monitored very closely due to the rollout of full service for universal credit (from 11th October 2017) and the current impact of the Covid-19 pandemic. A provision was included in the Housing Revenue Account budget therefore it is not expected to negatively impact on the monitoring position. As at 30th June, the amount of former tenants' arrears was £1.3m the same figure as at year end, there have been no write offs during the first quarter.
61. The main impact of Covid-19 on the HRA has been the services which were not delivered in Q1, until 8 June only essential/emergency services were delivered. The main financial impacts have been seen in rent loss from void properties and the increased cost of certain supplies including personal protective equipment (PPE). The other potential detrimental financial impact is the increase in rent arrears, work is ongoing to recover these and the actual financial impact will occur over a number of years.

Capital Budget

62. The capital spend projection for quarter 1 2020/21 is £113.2m with a further £286.1m in future years. Actual expenditure incurred as at the end of quarter 1 is £7.2m.
63. When the capital budget was approved we expected capital receipts in 2020/21 to be £9.9m less than originally planned. The position has worsened by £4m since then as capital receipts have been further delayed. It is assumed that the capital receipts will be delivered in future years leading to a surplus being available to further contribute to the capital programme in 2022/23. The impact of delayed capital receipts is that the Council has to take out additional borrowing.
64. An additional £2.6m of expenditure has been added to the capital programme due to the impact of Covid-19 caused by issues such as contracts having to be extended. It is anticipated that there may be government grant available to fund the additional spend but if not, additional borrowing will be taken out and the pressure created by the revenue implications will need to be taken into consideration in the Medium-term Financial Strategy.
65. There is also an additional £1.5m funding required on the DN7 Hatfield link road project due to delays caused by flooding. The allocation of borrowing budget for this and the additional Covid-19 costs is included for approval in the Capital Programme Block Budget Allocations Quarter 1 2020-21 section of Appendix A – Finance Profile.
66. When the capital budget was set a budget of £6.45m was created for 2020/21 to be used to fund capital bids that were under assessment. Further work has been undertaken on the bids and this report recommends allocating the funding to the projects shown in the Appendix A – Finance Profile, section D. The overall totals are more than the available capital budget but there is sufficient revenue budget to meet the borrowing costs. The balance of capital budget will be met from the Investment & Modernisation Fund, shown in Appendix A – Finance Profile.

Collection Fund

67. The current position on the Collection Fund for Council Tax and Business Rates is detailed below: -

1. Council Tax:

	Budget £m	Outturn £m	Variance £m	Opening Balance £m	Planned Use £m	Closing Balance* £m
Collection Fund	-143.64	-139.31	4.33	-0.13	1.10	5.31
Doncaster Council	-118.25	-114.68	3.57	-0.11	0.92	4.38

* Opening balance, planned distribution of surplus and in-year variance = Closing balance

The council tax collection fund deficit is attributable to increased levels of Local Council Tax Support (LCTS) £2.69m, lower growth £1.46m and lower collection rates £0.18m due to Covid-19.

Council Tax arrears were £21.65m compared to the target of £21.11m at the end of quarter 1. The target for reduction of Council Tax arrears was £1.59m

for quarter 1 and the actual reduction in arrears was £1.04m. The main reason for this has been the coronavirus outbreak late in the last financial year which has rolled into this year. This has led to a suspension of recovery and enforcement action, which continues, and an increase in non-payment due to the changing nature of people's financial circumstances during the pandemic.

b. Business Rates:

	Budget £m	Outturn £m	Variance £m	Opening Balance £m	Planned Recovery £m	Closing Balance* £m
Collection Fund	-97.67	-61.00	36.66	-2.29	3.12	37.49
Doncaster Council	-47.86	-29.89	17.96	-1.12	1.53	18.37

* Opening balance, planned recovery of the deficit and in-year variance = Closing balance

The business rates collection fund deficit is mainly due to the expansion of the retail relief scheme announced by the Government to support businesses through Covid-19 £35.93m and an increase in provision for bad debt £1.85m, partially offset by lower than expected empty property reliefs £-1.15m and slightly higher growth £-0.17m. The Council will be reimbursed for its share of the reliefs granted in 2020/21 through section 31 government grants but these are credited to the general fund not the collection fund.

Business Rates arrears were £5.82m compared to the target of £5.20m at the end of quarter 1. The target for reduction of Business Rates arrears was £0.6m for quarter 1 but the actual level of arrears went up very slightly in the quarter. Part of this was down to some new retrospective assessments coming into the rating list which will automatically increase the arrears with any debit raised earlier than the 1st April 2020. However, the main reason for the lack of any reduction in arrears has been the coronavirus outbreak late in the last financial year which has rolled into this year. This has led to a suspension of recovery and enforcement action, which continues, and an increase in non-payment due to the changing nature of businesses' financial position during the pandemic. Many businesses have had to close or furlough staff which has caused significant financial downturns for many which still continues in many cases.

In summary, as a result of Covid-19 the impact on the Councils share of the Collection Fund is: -

Collection Fund	2020/21 Impact £m	2021/22 Impact £m
Council Tax deficit	0.00	3.57
Business Rates deficit	0.00	18.54
Section 31 grants	-17.64	0.00
Total	-17.64	22.11

STRATEGIC RISKS

68. The register contains 13 risks all have been profiled for Q1. 10 risks have retained the same profile and the following three risk profiles have increased.

- Failure to successfully prevent a major cyber attack;
- Failure to deliver the Medium Term Financial Strategy (including the £16.5m of savings proposals) will result in significant budget overspends causing in an urgent need to identify further savings proposals with potentially significant on service delivery and the achievement of Council priorities;
- The potential personal financial position facing individual citizens across Doncaster Borough may result in an increase of poverty and deprivation;

69. The complete strategic risk profiles are attached within each Directorate Evidence Pack.

70. To ensure our strategic risks register aligns to our priorities and reflect the current position we will review the full strategic risk register and re-profile for quarter 2.

OPTIONS CONSIDERED

71. Not applicable

REASONS FOR RECOMMENDED OPTION

72. Not applicable

IMPACT ON THE COUNCIL'S KEY OUTCOMES

Outcomes	Implications
Connected Council: <ul style="list-style-type: none">• A modern, efficient and flexible workforce• Modern, accessible customer interactions• Operating within our resources and delivering value for money• A co-ordinated, whole person, whole life focus on the needs and aspirations of residents• Building community resilience and self-reliance by connecting community assets and strengths• Working with our partners and residents to provide effective leadership and governance	Council budget and monitoring impacts on all priorities

RISKS & ASSUMPTIONS

73. Specific risks and assumptions are included in the Appendix. A strategic risk report is also prepared on a quarterly basis.

LEGAL IMPLICATIONS [Officer Initial: NC Date: 31/07/20]

74. Whilst there are no specific legal implications arising out of this report, the individual components, which make up the finance and performance report, may require specific and detailed legal advice as they develop further.

FINANCIAL IMPLICATIONS [Officer Initials: RLI Date: 24/07/20]

75. Financial implications are contained in the body of the report.

HUMAN RESOURCES IMPLICATIONS [Officer Initial: KM Date: 27/07/2020]

76. Key performance indicator outcomes that are specific to the workforce are detailed within the body of the report along with other key areas of performance worth noting. Failure to achieve targets for sickness absence can impact on service delivery to customers and increase costs particularly where cover has to be arranged. The HR & OD team work with managers in service areas to ensure appropriate action is being taken to manage staff absence in an effective and timely way which should have a positive impact on performance.

TECHNOLOGY IMPLICATIONS [Officer Initial: PW Date: 04/08/20]

77. There are no specific technology implications in relation to this report. However, technology continues to be a key enabler to support performance improvement and ICT must always be involved via the technology governance model where technology-based procurements, developments or enhancements are required. This ensures all information is safe and secure and the use of technology is maximised providing best value

HEALTH IMPLICATIONS [Officer Initials: RS Date: 28/07/2020]

78. This report provides an overview on the work of the council and as such the whole of the corporate performance contributes to improving and protecting health. Specific health implications are addressed in each section. Much of the information is presented as summary data and as such the author should be conscious that this may hide inequalities within the data presented.

EQUALITY IMPLICATIONS [Officer Initial: SWr Date: 21/07/20]

79. In line with the corporate approach for compliance against the Equality Act 2011 due regard must be shown across all activity within the Council. As the performance report draws together a diverse range of activities at a strategic level a due regard statement is not required. All the individual components that make-up the finance and performance report will require a due regard statement to be completed and reported as and when appropriate.

CONSULTATION

80. Consultation has taken place with key managers and Directors at the Directorate Finance & Performance Challenge meetings and Capital Monitoring meetings.

BACKGROUND PAPERS

81. Not applicable.

GLOSSARY OF ACRONYMS AND ABBREVIATIONS

82. N/A

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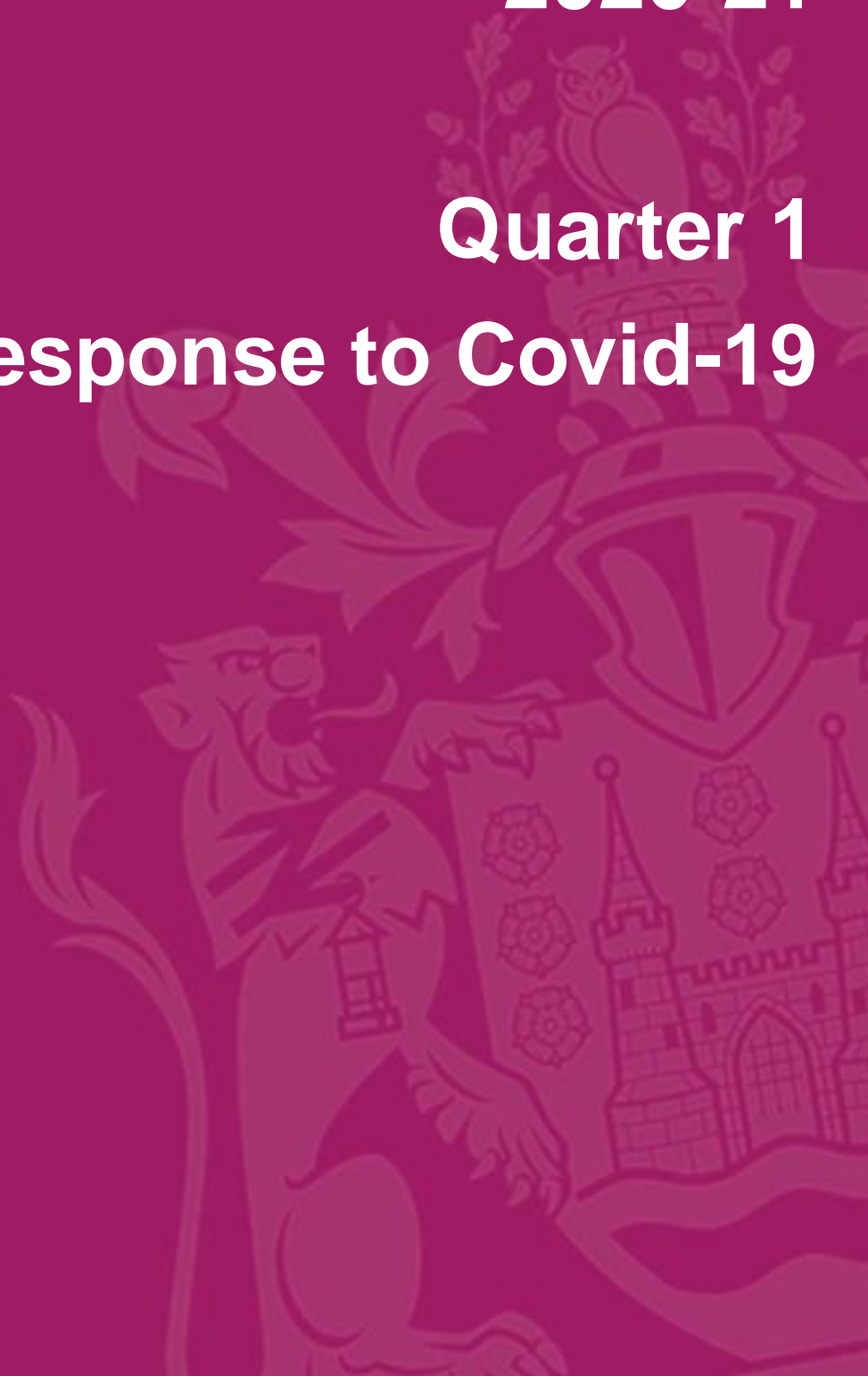
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Director of Corporate Resources



**Doncaster
Council**

Delivering for Doncaster 2020-21

Quarter 1 Response to Covid-19



On 11th March 2020 the World Health Organisation declared COVID-19 a global pandemic. In response, the Government initiated a lockdown to help stop the spread of COVID-19.



The Council, working closely with its' Team Doncaster partners, have been instrumental in supporting the effort to protect people's health and support them during these uncertain times.

Doncaster Council and partners across the borough were required to switch some services off, keep some running, adapt some and take on new challenges. Within a week, the majority of our workforce were working from home.

Response and recovery arrangements were immediately put into place by Team Doncaster to support Doncaster residents, partners and businesses by adopting measures to flatten the pandemic curve, protect the most vulnerable, minimise the economic impact on individuals and businesses, and maintain essential services and business as usual, where possible.

The emergency response was rapid, the council wrote to every household in the borough giving them advice and guidance, establishing their support requirements and pointing them to official sources of information, including Doncaster Council's website and social media channel @CovidDoncaster.

COMMUNICATION:

A huge variety of content and key messages has been sent out through numerous channels to keep residents, businesses, communities and staff informed of vital information during the pandemic.

Central to the communications has been the weekly resident newsletter. This has been distributed, via email, to over 95,000 residents every Friday since 3 April 2020. The newsletter was opened **572,647** times over Quarter 1. Regular adverts and notifications to encourage residents to sign up to the newsletter were published in local newspapers, the council's website and on social media channels.

Dr Rupert Suckling also published regular video updates to inform residents of the latest developments of the coronavirus and provide reassurance.

As well as the council's MyDoncaster Facebook and Twitter account, separate COVID Doncaster social media accounts were set up with health partners to communicate specific messages. COVID specific web pages were also created which got a huge reach at the start of lockdown.



The messages for the MyDoncaster Twitter were seen **56,687,712** times. This is almost six times the total for the whole of 2019.

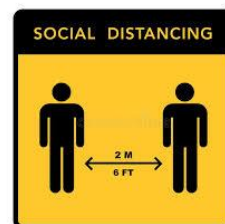


The messages for the MyDoncaster Facebook were seen **5,651,296** times which equates to about half the total for the whole of 2019.

CAMPAIGNS:

A number of key campaigns have been launched during the pandemic. These campaigns have focussed on vital health messages along with up to date information on council services.

- Do it for Doncaster – a call to action to stay safe and follow the government guidelines. This included messages and graphics on regular hand washing, social distancing and wearing face coverings.



- Town Centres reopening – digital communications messages and campaigns, as well as signs and visual reminders in Doncaster town centre and surrounding areas, to help people return safely back to using the town centres, as the retail and night-time economy reopened.

- Test and Trace – the be prepared just in case campaign was developed locally to encourage residents to save the NHS number to their phone and to make a plan in case they are told to self-isolate immediately.



- Mental health – a number of tailored campaigns were produced for different audiences to raise awareness and signpost to local services for help and support including Young People’s mental health campaign – **‘Don’t put a filter on it’** In May this year, with support from the public health team, and our partners, launched a new campaign aimed to get young people to think about how they are feeling, and where they can go if they feel like they might need some extra support.
- Schools information – a huge amount of work went in to supporting schools and communicating the Doncaster-specific approach with regular updates from Mayor Ros Jones and Dr Rupert Suckling on the ever changing local situation.
- Council services – Regular updates were sent out about the availability of services and what residents and businesses could expect, including the change to hours/ways of operating at Household Waste Recycling Centres and green bin collections.

Mayor Ros Jones launched a ten point response plan in May to help residents and businesses across the borough. The partnership impact has included:

- Creating the **DN Community Hub** which has supported almost 7,000 residents in various ways, including providing almost 2,900 food parcels and collecting 3,200 prescriptions.
- Contacting more than **14,000 shielding residents** – those people who are clinically extremely vulnerable to Covid-19 – to offer support and assistance.
- Providing over **3,500 residents with council tax holidays** and paying out **£244,540 in grants** to 40 projects voluntary groups who are supporting our communities.
- Supporting businesses - **with £53.6m being paid out to over 4,700 businesses** and so far an additional 100 awards have been made to a value of £664,000 to businesses eligible for the discretionary grants scheme.
- Paid out **£244,540 in grants** to 40 projects voluntary groups who were supported through the Covid Fighting



The Council has supported 129 schools, 206 Early Years settings; 6 post 16 provisions and more than 50 alternative providers in remaining open for key worker children, vulnerable children and later on, the extended offer.

In order to support the huge number of children no longer at school, the council's Families Information Service put together some fantastic resources on the Coronavirus Information for

Parents and Carers webpage. It covered everything from home based activities to wellbeing and will be regularly updated for as long as it is needed.

Also whilst people could not access a physical library, the Libraries and Culture team managed to increase the number of online library members and the number of ebooks which were loaned. We created a **DNCONNECTS website** as a temporary home of events and entertainment in Doncaster where we had activities such a Rhyme Time and Living Room Museum, which was been picked up by local and regional news.

Doncaster schools started to reopen their doors to more pupils from Monday 15th June following advice from Doncaster Mayor Ros Jones and Director of Public Health Dr Rupert Suckling. As cases of coronavirus started to reduce and lockdown restrictions began to ease, it became more important than ever to continue our collective efforts in reducing the spread of the disease, and protect our local communities.

Doncaster has been adopting a community-centred, locality-based approach throughout the response and will continue to through the recovery phase. Area-based multi-disciplinary teams have been established to support our Care Homes during the pandemic to secure isolation and cohorting arrangements to keep our residents safe. In May, local government were mandated to develop with partners local COVID-19 outbreak management plans to protect the public health of local communities and prevent a local lockdown occurring. Since then, Doncaster has extended their effective Care Home MDT approach and developed a multi-agency response to localised outbreaks of COVID-19 across a number of settings, using local intelligence to protect the public health of our residents.

Saturday 4th July saw the opening up of licensed premises for the first time in over 100 days. In the weeks leading up to this a dedicated group of council teams and partners had been working together, with local businesses to prepare Doncaster's town centre and surrounding areas for reopening.



Team Doncaster's aim was to support Doncaster's licensed economy to reopen safely and enable visitors to enjoy

socialising, eating and drinking responsibly. **Over 600 licensed premises** were contacted to ensure they had arrangements in place to comply with social distancing. The

Enforcement Hub provided advice and guidance to businesses and worked with South Yorkshire Police and other partners to support licensed premises with reopening.

As lockdown lifted and the people of Doncaster have started to venture out and about more, Street Scene were busy keeping the borough clean and tidy, and as lockdown restrictions were lifted even further, they ensured that our play areas were safe to reopen.



We also couldn't have done this without the fantastic efforts of Council volunteers who continue to show how crucial their stewarding role is each weekend.

Over the last 6 months, Doncaster has experienced significant disruption with the flooding emergency and COVID-19 response. The Mayoral **Restart, Recovery and Renewal Plan** will guide Doncaster through this next phase and work will progress in earnest to 'build-back better' for the longer term towards a greener, cleaner, more resilient, prosperous and inclusive borough.















Alongside the on-going health imperatives and management of local incidents/outbreaks, we need to help people back into work with employment and skills support, and support as many businesses as possible to bounce back. We must also seize the opportunities that exist as a partnership and a Borough.








FINANCE PROFILES






Adult Health and Well-Being Revenue		Quarter 1 2020/21		
		Gross Budget (£m)	Net Budget (£m)	Variance (£m)
✓	Adults Health & Wellbeing Total	164.342	72.284	0.251
✓	Adult Social Care & Safeguarding Total	100.705	72.808	0.331
•	<p>Adult Social Care is forecast to overspend by £0.33m at month 3. This includes a forecast underspend on residential placements of £-0.94m, driven partly by success in the latter part of the last financial year in keeping a greater number of older people safely at home and partly because of the effect of Covid-19 both on admission numbers and sadly on death rates within care homes. This is offset by a forecast overspend of £1.33m on non-residential care services, caused essentially by the impact of Covid-19 in terms of client numbers, on-going support costs and the loss of savings from projects that have been delayed. There is also a forecast underspend of £-0.06m on staffing costs. Within this forecast there are estimated Covid-19-related costs of £3.25m. This obviously is only an estimate and will depend on the short to medium term support required and the lasting impact of the pandemic, and will be refined as the impact is better understood.</p>			
●	Communities Total	24.218	13.104	0.524
•	<p>Communities is forecast to overspend by £0.52m at month 3, an increase of £0.10m since month 2 Libraries & Culture is forecasting £0.38m overspend at month 3. There is a shortfall in income of £0.25m due to loss of donations, Library lending, car parking & wedding income, the service are looking to install new parking meters at Cusworth and aim to recover some income later in the year. There is a projected overspend of £0.14m for further archive storage costs & £0.21m projected overspend on salaries due to the delay of approx. 9 months of the proposed restructure of the service; £0.01m additional building related costs for plinths. These are partly offset by £-0.18m underspend on premises related costs & £-0.05m on other non-salary related savings.</p> <p>Community Provision is forecasting an overspend of £0.21m. This is mainly due to unmet savings targets for Wickett Hern £0.15m & Amersall Court £0.11m, shortfall in income £0.02m and additional costs associated with COVID-19 £0.04m additional staff hours & PPE £0.06m. This is partly offset by a one-off £-0.04 Infection Control Grant, £-0.03 due to reduction catering & vehicle costs due to temp closure of Wickett Hern; staff savings within In-house resi £-0.03m and staffing savings at Hamilton Court; £-0.04m. In-house Specialist Day Centres are expecting to underspend by £-0.04 which is made up from; £-0.23m staffing slippage which includes a vacant managers post that is planned to be deleted to cover 21/22 savings target; £-0.04m Transport costs due to closed service for an estimated 6 months, this is partly offset by loss of client income £0.22m & grass cutting income £0.01m. Memory Therapy Service is projecting a £-0.02m underspend due to a vacant post.</p> <p>Translation Services is forecasting £0.04m overspend at month 3. There is a shortfall in income of £0.07m due to COVID-19 & £0.02m Translators still being paid an average of 3 months salary, offset by £-0.04m due to vacant manager post for 5 months & £-0.01 savings on outsourcing Interpreters .</p> <p>Community Safety is forecasting an underspend of £-0.05, this is due the secondment of a post to the Police Violence Reduction Unit.</p> <p>Community Area Teams are forecasting an underspend of £-0.03m, this is in the main due to the delay in recruitment to vacant posts £-0.04m which is slightly offset by £0.01m budget pressure from an unmet savings target.</p> <p>Localities & Town Centre Management is forecasting an underspend of £-0.02m due to a post holder being seconded to the Complex lives team.</p> <p>Stronger Families are forecasting a breakeven position. The programme is in a strong financial position; the council has received further income this year & has access to the payment by results pot.</p> <p>Add note text here</p>			
✓	Director Of Adult Services Total	1.377	1.377	-0.564
✓	Commissioning & Contracts Total	12.206	6.915	-0.040
•	<p>Underspend at Month 3 £-0.04m £0.07m overspend on SOLAR centre due to planned reviews and associated budget realignment being delayed, offset by underspend on Housing Related Support contracts £-0.05m and IMHA contract £-0.06m. £0.4m ICES pressure funded from EMR but still needs resolving permanently</p>			
✓	Public Health Total	25.321	2.957	0.000
•	<p>Month 3 predicting break even at year end. Public Health Grant uplifted to reflect Agenda4Change pay award increases for services commissioned from NHS providers</p>			
✓	Director Of Improvement Total	0.516	-24.878	0.000

Adults Health and Well-Being Capital	Quarter 1 2020/21			
	Budget	Projection Q1	Budget Future Years	Projection Future Years
	£m	£m	£m	£m
 Adult, Health & Well-Being Total	6.5	5.1	18.6	23.7
<ul style="list-style-type: none"> The AHWB programme at Q1 has a significant £1.6m underspend to the initial budget for 20/21. This is mainly due to delays resulting from Covid-19 restrictions on the Adaptations & DFG schemes. 				
 Adult Social Care	4.3	2.9	18.4	23.7
<ul style="list-style-type: none"> The main schemes in Adult Social Care are the Adaptations £2.2m and Disabled Facilities Grants (DFGs) £2.45m. Covid-19 restrictions have resulted in a large projected underspend on these schemes in 20/21. 				
 Communities	1.1	1.3	0.0	0.0
<ul style="list-style-type: none"> Schemes within Communities are mainly section 106 funded open space improvements/play area installations, CCTV installation, grant funded Heritage Services projects and Library Service schemes. The library & heritage schemes will soon be transferred to the LOCYP capital programme. The £236k variance is due to a transfer from the E&E capital programme for the DGLAM scheme at Q1. 				
 Modernisation and Commissioning	0.3	0.1	0.2	0.0
<ul style="list-style-type: none"> The only scheme in Modernisation and Commissioning is the Customer Journey development scheme. There are 4 schemes remaining from those approved in 19/20, once these have completed the capital project will be finished 				
 Public Health	0.8	0.8	0.0	0.0
<ul style="list-style-type: none"> Within Public Health there are some schemes within Sport and Leisure, including the annual DCLT capital payment of £0.75m, with further investment anticipated in a scheme for Leisure Facilities investment. 				

Corporate Resources Revenue	Quarter 1 2020/21		
	Gross Budget (£m)	Net Budget (£m)	Variance (£m)
 Corporate Resources Total	114.460	23.696	2.303
 Customers, Digital & Ict Total	70.668	8.553	0.839
<ul style="list-style-type: none"> At the end of quarter 1, Customers, Digital & ICT is projecting a 839k overspend of which 597k related to the Covid crisis. This breaks down as: Customer Services - 17k of which 15k relates to Community Hub Helpline staff overtime, OSS signage, equipment and security. ICT - 512k of which 166k is covid related - 122k is for extra remote working firewalls and 44k extra mobile tariff costs. The remaining pressures are 69k schools income target, 24k licencing, 84k MFD income target, 17k telephones cost and 152k mobiles unachieved budget cut and increased projected cost. Revs & Bens - 322k overspend of which 417k is unachieved council tax recovery income target. There is also an overspent salary of 21k on PA due to incorrect allocation and maternity and 33k underspend in Digital due to HOS vacancy. 			
 Corporate Resources Director Total	0.194	-0.150	-0.135
<ul style="list-style-type: none"> At month 3 this area is forecast to underspend by £-0.14m. This is due to the early identification of £-0.14m of budget to meet future year's savings being available for one-off use in 20/21. 			
 Finance Total	26.635	1.692	1.552
<ul style="list-style-type: none"> At month 3 Finance is projecting to over spend by £1.55m. This is due to additional costs due to COVID on Trading Services of £2.18m offset by underspends on Fleet Management £0.48m and minor staffing underspends across the service. 			
 Hr, Comms & Exec Office Total	5.701	4.758	-0.096
<ul style="list-style-type: none"> At month 3 HR, Comms & Exec Office is forecast to underspend by £-96k mainly due to £-42k recruitment advertising income, £-24k apprenticeship allowance and £-24k Corporate Health & Safety training. 			
 Legal & Democratic Services Total	6.134	3.989	0.290
<ul style="list-style-type: none"> At month 3 Legal and Democratic Services is projecting to overspend by £0.29m. This is mainly due to £0.38m of Covid-19 related costs and loss of income and means the service would have been projecting to underspend by £-0.87m if not for Covid-19. There are increased Coroner related costs of £0.16m resulting from the additional Covid-19 workload and loss of Registrars income of £0.16m due to lower levels of marriage notices, marriage ceremonies and copy certificates, again resulting from Covid-19. These are off-set in part from salary underspends from vacant posts and populating these posts is being reviewed. 			
 Policy, Insight & Change Total	5.129	4.853	-0.147

- At month 3 Policy, Insight & Change is forecast to underspend by £-0.15m due to (one-off) -£0.20m salary related underspend due to non appointment of 3 x Grade 7, 1 x 8 3x HL Apprenticeship posts, these continue to be on hold to facilitate an underspend for the Council. Please note, overspend (one off) Covid 19 related to £0.05m on mail out to residents.

Corporate Resources Capital		Quarter 1 2020/21			
		Budget	Q1 Projection	Budget Future Years	Projection Future Years
		£m	£m	£m	£m
	Corporate Resources Total	27.5	26.8	39.2	39.2
	<ul style="list-style-type: none"> There is a £639k reduction in Corporate Resources in Quarter 1. Within finance £639k had approval to be allocated to the Danum Gallery and Museum capital scheme which was transferred from the borrowing block budget. 				
	Customers, Digital and ICT	3.5	3.5	0.6	0.6
	<ul style="list-style-type: none"> No variance in Q1. The largest schemes in this area are desktop and mobile replacement, integrated people solutions and superfast broadband. 				
	Finance	24.0	23.3	38.6	38.6
	<ul style="list-style-type: none"> The variance in this area of £639k is due to the allocation of the borrowing block budget to the Danum Gallery and Museum. 				
	HR, Comms & Exec Office	0.0	0.0	0.0	0.0
	<ul style="list-style-type: none"> No variance in the area. There is only £8k remaining on the new HR & Payroll system in this area. 				
	Legal & Democratic Services	0.0	0.0	0.0	0.0
	<ul style="list-style-type: none"> Currently no capital schemes in this area 				





Economy & Environment Revenue		Quarter 1 2020/21		
		Gross Budget (£m)	Net Budget (£m)	Variance (£m)
	Economy & Environment Total	97.037	41.493	6.602
	Economy & Development Total	28.194	6.924	1.960
	<ul style="list-style-type: none"> At month 3 Economy and Development is forecasting a £1.96m overspend. The majority of this is due to Covid 19 related pressures of £2.24m. The overspends relate to property services including PBM £908k, Stores £423k (includes forecast of £400k for ppe to be issued to social care providers), Design income shortfalls £266k, Strategic Asset Management £222k and Facilities Management £200k. These forecasts are based on an assumption that things will ease with Covid 19 and allow some services to return to normal within this financial year. 			
	Director Economy & Environment Total	0.427	0.427	-0.001
	Environment Total	66.467	33.128	3.961
	<ul style="list-style-type: none"> At month 3 Environment is projecting to overspend by £3.96m. The majority of this is due to the Covid 19 pressure being £4m. Main areas of overspend are, Loss of income to Highways Operations £1.467m, Pressures on the waste service - Reduction in trade income £739k, Additional collection costs £411k (includes costs associated with recommending green collections) and Increase in recycling costs £362k. Income shortfalls in parking services also contribute to the overspend with £630k on car parks, Fine income reduced by £185k, On street parking £120k There are also income shortfalls for street scene £130k, Income from littering fines and FPN's £135K and licensing income £40k. In addition to the covid expenses there is also £200k relating to an allowance for phase 2 of the Flood investigation (section 19) costs at £200k relating to flood modelling work. These overspends were offset by underspends which include the saving on green waste disposal whilst bins haven't been collected £169k and additional income collected through bus gates £270k. 			
	Strategic Housing Total	1.948	1.014	0.683
	<ul style="list-style-type: none"> At the end of Quarter 1, the Housing Options Service is projecting a deficit of £679k. The net £41k projected salaries overspend is due to £121k unbudgeted temporary grant funded posts, and a projected £82k saving on the budgeted structure within the service area due to vacancies pending the planned restructure of the service. 			




B&B accommodation and associated security is forecast to overspend at £1,326k due to placement of rough sleepers in emergency accommodation, based on current arrangements. However with a further extension of the government's suspension on Evictions until the end of August opportunities to move people on into the private rented sector remain limited and guidance remains in place to accommodate anyone one at risk of

rough sleeping, means numbers are likely to remain high throughout Q2. Therefore we are projecting B&B accommodation will remain at similar same level of costs for Q2 as Q1. As will the associated costs of meals and security with a reduction in Q3/4.

We have assumed 70% recovery of B&B Housing Benefit. This is a reduced estimate to take into account that the block booking of rooms means there will be some void periods when HB is not claimable and to reflect that there are occasions when we accommodate people out of hours who then do not present to Housing Options to fill in any paperwork.



Risks remain around the cost of repairs and maintenance of G&T sites, however, as at Q1, costs are within budget.

Economy & Environment Capital	Quarter 1 2020/21			
	Budget	Projection Q1	Budget Future Years	Projection Future Years
	£m	£m	£m	£m
 Economy & Environment Total	82.8	73.2	192.1	204.9
<ul style="list-style-type: none"> Despite the additional problems created due to Covid 19 the key projects in the programme are progressing well. A summary is set out in the sections below:- 				
 Economy & Development	37.4	41.2	93.1	93.2
<ul style="list-style-type: none"> The main budgeted areas of spend include, Major Projects - Urban Centre £15.9m which includes Transforming cities £8.54m, CCQ Cinema £4.68m and the Station Forecourt £1.56m. Major Projects - Transport £13.96m which includes West Moor Link road £7.54m and DN7 Hatfield Link road £5.84m. The other significant major project is the Doncaster cultural and Learning centre £1.66m. In Property services there is £4.17m to be spent on Strategic Asset Management of which £3.14m relates to the Strategic Acquisition fund. There is also £1.35m of Statutory planned maintenance. 				
 Strategic Housing	37.7	23.3	98.8	111.3
<ul style="list-style-type: none"> The main areas of spend to include: Works to HRA properties £15.5m, Empty Homes Investment £3.0m and Council House New Build £2.3m, with some of the underspend on the latter being redirected to other programmes. The Capital programme has been severely disrupted by the Covid19 pandemic lockdown, with very little investment possible during the first quarter. Further disruption is anticipated despite increasing operations from July, as the availability of contractors, building materials and components will impact on delivery. The revised budget of £40.0m is now projected to be £24.6m, a projected underspend of £15.4m. All but one of the programmes is projecting to be under budget, with the main investments and variances as follows : <ul style="list-style-type: none"> -Mechanical and Electrical Works £1.8m investment (£3.0m under budget) -External Works £7.6m investment (£3.0m under) -Internal Works £1.9m investment (£0.6m under) -Council House new build £2.3m investment (£7.3m under) -Affordable Housing £0m investment (£1.5m under) -Empty Homes Investment Scheme £3.0m investment (£1.9m over budget) 				
 Environment	7.7	8.7	0.2	0.4
<ul style="list-style-type: none"> The main areas of expenditure in Environment are, Highways Asset Maintenance £6.7m Street Scene £0.34m. Street Light Improvement programme £0.58m. The 20/21 Highways LTP Capital allocation of £5.79m has a full schedule of works profiled against it, this funding is profiled to be maximised this year with the exception of £0.26k which will be carried forward to next year. The service intends to maximise external spend first. There is potential for significant future capital spend with future funding of £5.6m for Potholes, £4.9m Footway refurbishment as well as other funding 				


Learning and Opportunities; CYP Revenue		Quarter 1 2020/21		
		Gross Budget (£m)	Net Budget (£m)	Variance (£m)
	Learning & Opportunities Cyp Total	111.571	61.426	5.436
	Centrally Managed	8.231	0.203	0.000
	Partnerships & Operational Del	12.221	2.608	0.295





- Partnerships and Operational Development is forecast to overspend by £0.30m at month 3, which would be an underspend of -£0.07m without the impact of Covid 19 which is a pressure of £0.37m broken down as follows: £0.05m additional costs and loss of income £0.32m. The main overspends include: Estimated payments of £0.05m to PVI providers to support these settings financially during the Covid 19 pandemic, Traded Income Shortfall of £0.07m due to Covid 19, and the loss of Attendance Fixed Penalty Notice Fine income £0.25m based on the assumption that no fine income will be received from April to August with this beginning to start again at a reduced rate of 50% for the same period last year for September to November with fines estimated to be back to the same level as last year from December 2020. These are offset in part from managed staffing vacancies of -£0.05m in Starting Well and Early Years.










Dedicated Schools Grant (DSG) for 2020-21 is predicted to overspend by £1.33m mainly due to pressures within the High Needs Block which includes expenditure on Special Educational Needs Recoupment for children educated within other LA schools. There has also been an increase in children placed in SEN out of authority placements, which is due to a combination of levels of need and local schools provision, and there has been delays due to Covid 19 in delivering savings on CWD placements as part of the Future Placements Strategy. There is a significant amount of work being completed at both operational and strategic levels. Operationally funding requests are now submitted to the multi-agency Joint Resource Panel, which has a mandate to ensure all local options have been explored prior to any out of authority placement being agreed. There is an expectation that this will stem the flow and allow a greater grip on resource allocation. Strategically senior education leads in the council are liaising with schools around the devolution of elements of the dedicated schools grant to ensure that locally there are the right services in place to support children, improving outcomes and reducing costs.

	Commissioning & Business Devel	35.981	8.475	2.252
	Childrens Services Trust	55.137	50.140	2.889

- Commissioning and Business Development forecast to overspend by £2.25m at month 3, of which £0.25m is non Covid related with the remaining amount being due to the impact of Covid 19 which is broken down as follows: £0.90m net additional costs, loss of income £0.30m and a delay in the realisation of achieving savings £0.79m. The overspends include: Travel Assistance £1.55m, of which £1.12m is the potential net impact of Covid 19 from social distancing when schools are fully open less savings from reduced provision being required in April to July, and £0.43m is due to the impact of increased activity from 2019/20, Traded Income shortfall of £0.57m (£0.30m due to Covid 19), and £0.5m savings from the reprovision of Short Breaks as part of the Future Placements Strategy delayed due to Covid 19. These are offset in part by an underspend of -£0.1m in Educational Psychology due to managed staffing vacancies and -£0.33m from a one off insurance claim relating to the Music Service.
- The Doncaster Children's Services Trust is forecast to overspend by £2.89m to the 2020-21 contract value, of which £1.89m is non Covid related with the remaining amount due to the impact of Covid 19 broken down as follows: increased costs for Out of Area (OOA) Placements £0.29m, a projected three month delay to the opening of two bed homes £0.21, equipment costs £0.02m, and a potential 5% increase in Children in Care numbers when Schools fully reopen in September 2020 £0.48m. The non Covid overspend of £1.89m includes: Out of Area (OOA) Placements £0.58m, SGO/CAO's allowances £0.2m, Staffing, which is mainly agency cover, £0.62m, a delay in delivering Allowances savings £0.2m, and £0.16m for Ofsted inspection preparation costs.

Learning and Opportunities; CYP Capital		Quarter 1 2020/21			
		Budget	Q1 Projection	Budget Future Years	Projection Future Years
		£m	£m	£m	£m
	Learning & Opportunities - CYP Total	18.1	8.1	11.0	18.2
<ul style="list-style-type: none"> Overall its forecast that expenditure for the LOCYP programme will be around £8k which is just under £7k lower than the budgeted figure. This is mainly due to project slippage on school places schemes of £5m and the reduction in scope & cost of the Rossington school project. There has also been some slippage and reduction in the expenditure relating to the Children's Trust programme. The biggest elements of the programme are the completion of the new Bader school at £3.8m & the school condition programme at £1.4m. 					

<ul style="list-style-type: none"> The actual spend of just over a £1m is low compared to the budget but this is not unusual at this time of year as a lot of the work has not yet been undertaken and charges have not been made by Public works 				
 Centrally Managed	0.2	0.2	0.2	0.2
<ul style="list-style-type: none"> The £200k budget is set aside for emerging schemes and to cover project overspends so forecasting is difficult. Its possibly some of this budget will be used to fund some refurbishments at Family Hubs this year. 				
 Commissioning & Business Development	16.2	6.9	10.1	16.7
<ul style="list-style-type: none"> Total spend relates to add school places £0.6m, £3.8m for the completion of the new Bader school, School condition programme £1.4m, Safeguarding schemes £.1m, Future Placement strategy £.6m & Devolved school spending (DFC) £.4m. The variance from the original budget reflects slippage in school places schemes of £4.9m. There has also been a re-scope of the Rossington project so slippage here of £1.3m. The current year forecast has also been increased by £0.2m by slippage from last year's school condition programme. 				
 Partnerships and Operational Delivery	0.8	0.4	0.0	0.4
<ul style="list-style-type: none"> The total forecast spend includes £.069m for the completion of the East Dene Centre & the refurbishment of Levett Upper. The balance of expenditure is unallocated monies for future SEND projects that are not yet developed. The underspend against the original budget is due to slippage of £.07m from 2019-20 & expected slippage of £.35m from unallocated project monies this year. 				
 Children's Services Trust	1.0	0.6	0.8	1.0
<ul style="list-style-type: none"> The proposed Family Centre Refurb scheme has been cancelled at £250k. There has been identified a further £500k slippage on other supported housing projects, this is now expected to occur in 2021-22. 				

Council Wide Budgets Revenue		Quarter 1 2020/21		
		Gross Budget (£m)	Net Budget (£m)	Variance (£m)
	Council Wide Budget Total	17.373	-92.793	-1.319
	Change Programme Total	0.000	-0.150	0.000
	Gnrl Financing/Treasury Mngmen Total	7.595	6.934	-0.631
<ul style="list-style-type: none"> The estimated outturn for Treasury Management is an underspend of £631k. The original budget had a planned underspend of £30k. The increased underspend is due to taking advantage of lower borrowing rates than originally forecast. In October 2019 we estimated that we would be paying interest on our new and replacement borrowing at 2%. However, following action taken, in March, by the Bank of England Monetary Policy Committee to reduce Bank Base Rate from 0.75% to 0.1%, to support the economy during the Covid 19 crisis, we have been able to borrow £68m of our £133m requirement at between 0.6% and 1%, generating an in year saving of £280k. In April 2020 we prepaid £41m of our pension liability for the next 3 financial years. We budgeted to obtain the loans from the PWLB at estimated rates of approx. 1.9%, (which were the rates at the time), however, again, following the fall in rates we were able to obtain the loans via the local authority market at rates of 1%, generating an in year saving of £320k after brokerage costs. 				
	Levying Bodies/Parish Precepts Total	16.266	16.266	0.000
	Other Centrally Funded Total	2.076	-15.365	0.406
<ul style="list-style-type: none"> Overspend (one-off) £180k YPO dividend - assuming only get half the normal YPO dividend in 20/21 per latest email from Wakefield; Overspend (one-off) £170k capital receipts - there is an estimated shortfall on capital receipts required to fund the capital programme in 20/21 so there are insufficient receipts available to transfer to revenue to offset the costs of disposal; Overspend (one-off) £57k buy-back of leave - expected shortfall on profile from previous years. Assumed due to Covid-19 as people not taking leave as normal. 				
	Revenue Costs Ex Capital Programme Total	-21.185	0.000	0.000
	Technical Accounting Total	7.175	7.175	-0.803
<ul style="list-style-type: none"> Underspend (one-off) £-803k. Amount consists of MRP charge and £500k funding of RCCO. Underspend is due to vehicle purchases in 2019/20 slipping to 2020/21 so there is a lower MRP charge and an additional budget of £278k in relation to borrowing pressures. 				
	Business Rate Retention Total	0.000	-112.919	0.000
	Severance Costs Total	5.446	5.267	-0.292
<ul style="list-style-type: none"> Underspend (on-going) £-292k lower than expected pension costs for former employees. 				

Treasury Management Update – Quarter 1 2020-21

1. The estimated outturn for Treasury Management is an underspend of £533k. The original budget had a planned underspend of £30k. The increased underspend is due to taking advantage of lower borrowing rates than originally forecast.
2. In October 2019 we estimated that we would be paying interest on our new and replacement borrowing at 2%. However, following action taken, in March, by the Bank of England Monetary Policy Committee to reduce Bank Base Rate from 0.75% to 0.1%, to support the economy during the Covid-19 crisis, we have been able to borrow £68m of our £133m requirement at between 0.6% and 1%, generating an in year saving of £280k.
3. In April 2020 we prepaid £41m of our pension liability for the next 3 financial years. We budgeted to obtain the loans from the PWLB at estimated rates of approx. 1.9%, (which were the rates at the time), however, again, following the fall in rates we were able to obtain the loans via the local authority market at rates of 1%, generating an in year saving of £320k after brokerage costs.
4. As an authority we remain under borrowed by £81m which is 14% of our Capital Financing Requirement (borrowing need). Remaining under borrowed relies on utilising working capital and reserve balances to delay taking external debt. This minimises interest paid on external debt but is not a permanent solution and does carry some interest rate risk.
5. Interest rate risk (risk of paying higher rates when borrowing is taken) remains low as borrowing rates remain subdued, due to the Covid-19 pandemic (which has increased global growth uncertainty), trade disputes and the continued uncertainty (despite the election) of establishing beneficial trade agreements after Brexit. We have therefore reduced our forecast borrowing rate from 2% to 1.5% for the remainder of this financial year. During this period of uncertainty, there is a risk that we could see a liquidity squeeze in the local to local lending market, which could force us to utilise the higher rates from the PWLB. However, the liquidity risk is assessed as low.

Borrowing

Figure 1: The following table summarises the Councils forecast Debt Portfolio as at 30th June 2020: -

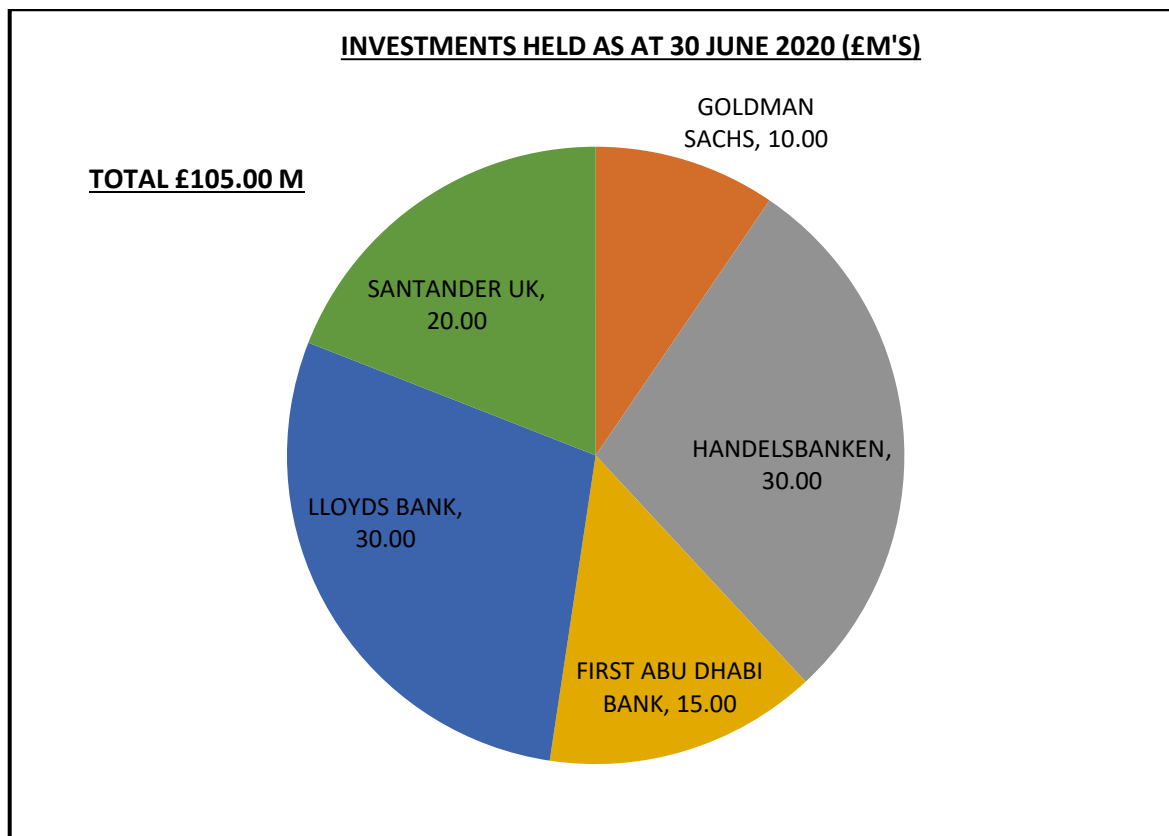
Doncaster Council Debt Portfolio and Maturity Profile as at 30th June 2020				
	Upper Limit %	Lower Limit %	Actual %	Actual £(m)
Under 12 Months	30	0	18.79	108.504
12 to 24 Months	50	0	12.33	71.156
24 Months to 5 Years	50	0	8.19	47.288
5 Years to 10 Years	75	0	4.01	23.160
10 Years to 20 Years	95	10		
20 Years to 30 Years				
30 Years to 40 Years			56.68	327.214
40 Years to 50 Years				
50 Years and above				
TOTAL			100.00	577.322

6. During the 2020/21 financial year, the Council has a borrowing requirement of £127.0m. £38.5m in new external borrowing to support the Capital Programme, £88.5m to replace loans maturing during the year.
7. Short-term interest rates are forecast to remain low during the remainder of the financial year. The Council should be able to arrange all its borrowings below the revised borrowing rate of 1.5% during this financial year.
8. Treasury Management Officers confirm that no Prudential Indicators, as set in the Treasury Management Strategy Statement agreed by Council on 5th March 2020, have been breached during this financial year.

Investment

9. The investment portfolio can be seen in Figure 2. The investments are a mixture of call and notice accounts for liquidity and fixed rate bank investments.
10. The current average investment rate is only 0.29% compared to the last financial year average return of 0.91%, however, this is due to the collapse of investment rates following the Bank of England Base Rate reduction of 0.65%. Despite increasing the liquidity of the portfolio to support the Councils response to Covid-19 and the uncertainty around current and future income streams, we continue to perform well against a benchmark rate of - 0.04%.
11. Officers can report that no investment limits have been breached during the financial year 2020/21.

Figure 2: The following chart summarises the Council's investment portfolio as at 30th June 2020.



Risks

12. Risks were reviewed during the quarter and were managed in line with the Annual Treasury Management Strategy Statement agreed by Council on 5th March, 2020. Key risks relate to our investment portfolio: -
- a. The risk of reduced investment interest rates is considered high. The Bank of England, Financial Markets, Think Tanks, Economists all indicate that the current level of low interest rates will need to remain in place until the economy shows signs of recovery and inflationary pressures return. This is very unlikely to be within the next 2 years.
 - b. Counterparty risks are reviewed weekly and action taken to minimise the risk that any investments placed are not returned on the due date. Creditworthiness data is received on a daily basis from our Treasury Consultants and action will be taken to reduce exposure or remove institutions from the list if negative indicators deem it appropriate.
 - c. The low interest rate environment makes it difficult to place surplus funds without a cost of carry to the council and it is therefore appropriate at this time to remain under borrowed and minimise the cost of holding funds until they are required.

Capital Programme Block Budget Allocations Quarter 1 2020-21

	Directorate	Allocation of block budget 2020/21 £m	Allocation of block budget Total £m
Section A – Retained Public Buildings			
Inpress Fire Alarm	Economy & Environment	0.015	0.015
Woodlands Library Boiler Replacement	Economy & Environment	0.050	0.050
Total Retained Public Buildings Allocated		0.065	0.065
Section B – Safeguarding block allocation			
Safeguarding & Security – Minor Projects	Learning & Opportunities: Children & Young People	0.008	0.008
Total Safeguarding block allocation		0.008	0.008
Section C – Investment & Modernisation Fund (IMF)			
CCQ Cinema Infrastructure	Economy & Environment	0.260	0.260
Danum Gallery, Library and Museum	Economy & Environment	0.320	0.320
DN7 Hatfield Link Road Project	Economy & Environment	3.500	3.500
Fleet Replacement Programme	Corporate Resources	0.210	2.210
Remodelling and repurposing areas in the Corn Exchange, Wool Market and Mexborough Market	Economy & Environment	0.230	0.475
Total IMF Allocated		4.520	6.765
Section D – Borrowing Block Budget			
15a South Parade	Economy & Environment	0.100	0.100
Balby Community Sports Village	Economy & Environment	0.118	0.118
Civic Multi Storey Car Park	Economy & Environment	0.075	0.075
Danum Gallery, Library and Museum	Economy & Environment	0.639	0.639
Essential Technology Infrastructure	Corporate Resources	0.500	1.704
Fleet Replacement Programme	Corporate Resources	0.544	1.396
Leisure Facility 2020 'Accelerated Investment'	Adults Health and Wellbeing	1.500	1.500
Mary Woollett Centre Car Park and Drainage	Economy & Environment	0.080	0.308
Redhouse Cemetery Extension	Corporate Resources	0.120	0.120
Replacement of Fire Alarm at North Bridge	Economy & Environment	0.098	0.098
Retained Public Buildings Improvement Programme	Economy & Environment	0.237	0.392
Total Borrowing Block Budget Allocated		4.011	6.450

Summary of the Borrowing Block Budget Allocation

2020/21 values are listed first and four year programme total values in brackets.

15A South Parade £0.1m

Demolition of existing structures (former Garage and premises) to allow safe removal of buildings and potential route into rear Council 'Pocket Park' area – rear of Doncaster Museum.

Several inspections have confirmed the ongoing deterioration of the building and recommended demolition for Health and Safety reasons.

Balby Community Sports Village £0.1m

The Community Sports Village building located off Springwell Lane in Balby suffered extensive damage as an outcome of repeated attacks of vandalism during the winter of 2018.

To bring the property back into use in its current form has been estimated to cost upwards of £590k. This is stifling current potential interest in the site from multiple community sporting organisations across the borough.

A more viable alternative to refurbishing the dated building would be to demolish it, thereby allowing interested organisations the opportunity to bring the Community Village sports pitches back into use in the short term whilst considering options for the provision of a modern, purpose built pavilion/sporting style facility on the site in the medium to long term.

Civic Multi Storey Car Park £0.1m

As per the condition survey that was undertaken by Faithful and Gould, it was identified that the height of the perimeter wall of the car park is not adequate. The work to increase the height of the perimeter wall (which is not to standard and therefore will need increasing to ensure compliance with standards) identified as a key priority and it is felt these works need to be completed at the nearest possible opportunity.

Health and safety requirements state that the car park walls should be 1.1m high.

Essential Technology Infrastructure £0.5m (£1.7m)

This scheme will provide the necessary capital funding to ensure our essential technology infrastructure is secure, robust, fit for future expansion and enables modern transformational ways of working. The overall technology infrastructure provides the foundation for service delivery across the Council, SLHD and DCST and will include:

Network & Telephony Infrastructure upgrades & replacement to provide a stable and robust data and telephony network enabling connectivity across a wide geographical area, supporting service delivery to the citizens of Doncaster.

Essential Desktop replacement to ensure the Council has secure, up to date modern technology that enables the agile, flexible and remote workforce we require.

VM Virtual Servers replacement to ensure that the Council's Business Critical Systems remain secure, resilient and fit for purpose and protects the Council's Business Critical Systems from major technical and infrastructure failure and ensures maximum service availability.

Threat Management replacement that will continue to provide a multi-layered perimeter defence system, which acts as a firewall and ensures all network traffic is scrutinised and filtered creating a strong secure boundary for our 3 organisations.

Fleet Replacement Programme Tranche 2 £1.6m (£3.6m)

Tranche 1 allocation 2018/19 has been completed in line with the Cabinet approved programme totalling circa £8 million. Tranche 2 will bring the programme to date and leave the authority in a reasonable position, to ensure support and protect its front line services, the vehicles in Tranche 2 will be aged, end of life vehicles which have become or will become beyond economic viability in the period 2020/21. (Note – to be updated for Cabinet report, the profile of funding is currently being reviewed and Portfolio Holder will be updated).

Leisure Facility 2020 'Accelerated Investment' £1.5m

This scheme aims to address issues at Askern Leisure Centre and Armthorpe Leisure Centre that have arisen due to continued underinvestment in the facilities and as identified in Condition Surveys completed late 2017 by Pick Everard. By addressing these issues, the centres will remain operational and be of an appropriate standard.

Mary Woollett Centre drainage and carpark resurfacing £0.1m (£0.3m)

Both the surface water and foul drainage systems at the front of Mary Woollett have been damaged by tree roots or have collapsed. The works are to replace sections that are too damaged to undertake repairs and repair other sections using a specialist liner.

Carpark resurfacing required as under Health & Safety Workplace Regulations we do have a duty to provide safe access to sites, traffic routes surfaces should not have holes or be uneven or slippery, and should be kept free of

obstructions and from any article or substance which may cause a person to slip, trip or fall. The uneven surfaces, standing water and lack of lighting in the car park are creating a risk of injury.

Redhouse Cemetery Extension £0.1m

Redhouse cemetery is almost full and Bereavement Service is limiting the purchase of new graves (not allowing any pre-purchases). Despite this, based on current usage it is anticipated that no more than one year of burials can be accommodated (although this could be less if there is increased demand).

An extension to the cemetery is relatively straightforward as an adjacent field is owned by the Council and was leased to a farmer. This has been already been taken back and the ground ploughed and sown with grass in preparation. A planning application is being prepared to change the use of this land.

In order to operate as a cemetery extension the necessary access route, and driveways for funeral corteges have to be provided, along with fencing, hedge planting, water provision and minor alteration to existing cemetery. An initial estimate is circa £120k.

Replacement of Fire Alarm System covering North Bridge Depot £0.1m

The current Fire Alarm system covering North Bridge Depot is independent for each building on site.

The situation is currently managed by a personnel based procedure, which requires approval annually by SYF&R and is getting increasingly difficult to achieve. It is viewed currently as a significant managed risk.

Retained Building Budget - Various Sites £0.2m (£0.4m)

Various essential works to retained Council buildings to ensure that they are fit for purpose and a safe environment.

Virements for Elected Mayor / Cabinet / Portfolio Holder Approval

2020/2021 Quarter 1

Financial Procedure Rule B.14 – Proposals for virement between Directorates must be approved by the CFO, up to £250,000 and key decision approval is required for virements greater than £250,000 i.e. by Elected Mayor and/or Cabinet and/or Portfolio Holder. The value of the virement is defined as the gross annual budget.

The following virements are proposed for approval: -

	Reason	Directorate	£
1	Allocation of Covid-19 related Government Grants to offset costs incurred	AH&WB	2,139,500
		LO-CYP	2,547,030
		DCST	1,000,340
		CWB	(1,319,170)
		CR	2,303,040
		E&E	6,602,380
		Covid-19 ear-marked reserve	(13,273,120)



STRATEGIC RISK PROFILE

Failure to successfully prevent a major cyber attack	Current	Target	Trend	Q4 19/20	Q3 19/20	Q2 19/20	Q1 19/20
	25	6	↑	15	15	15	15
<p>The risk score has been increased this quarter to the highest level due to the amplified threat of cyber security during the corona virus situation. Continuous mitigating measures are in place and we are continuously monitoring and improving to ensure our security posture is the best it can be. Our PSN Accreditation and Cyber Essentials Plus health checks continue to inform our proactive risk mitigation actions.</p>							

Failure to deliver the Medium Term Financial Strategy (including the £16.5m of savings proposals) will result in significant budget overspends causing in an urgent need to identify further savings proposals with potentially significant on service delivery and the achievement of Council priorities	Current	Target	Trend	Q4 19/20	Q3 19/20	Q2 19/20	Q1 19/20
	15	10	↑	10	10	10	10
<p>Current situation</p> <p>The outturn position shows a shortfall against the £7m 2020/21 savings targets. Individual shortfalls are largely due to delays as a result of the Covid-19 pandemic.</p> <p>Mitigating actions</p> <p>The above shortfall can be mitigated by government grant provided to help deal with Covid-19. Should the grant not be sufficient to meet all the costs of Covid-19 the Council will look to identify funding to meet the shortfall which will include reviewing unallocated and earmarked reserves, corporately held contingency budgets, in-year savings and potential savings in future years through a refresh of the Council's medium-term financial strategy.</p>							

The potential personal financial position facing individual citizens across Doncaster Borough may result in an increase of poverty and deprivation	Current	Target	Trend	Q4 19/20	Q3 19/20	Q2 19/20	Q1 19/20
	15	9	↑	6	6	6	6
<p>Current Position: <u>Likelihood Increased</u>. Covid19 will have had and will continue to have a negative impact upon the economy, to what extent is still uncertain, but we know the number of people claiming universal credit has increased dramatically in April and May. We anticipate people across the borough will be impacted with loss of income and/or work at least in the short to medium term.</p> <p>Mitigating actions:</p> <p>- Our Restart, Recovery and Renewal plan will set out key interventions to support people and businesses to be resilient and find new opportunities, for example a jobs and skills programme.</p>							

If adults services do not change effectively, then it will be more difficult for partners to help people to stay healthy and independent, which could result in more people needing health and social care support for longer as demand increases.	Current	Target	Trend	Q4 19/20	Q3 19/20	Q2 19/20	Q1 19/20
	15	10	→	15	15	10	10
<p>No changes identified at this time. There is still the same level of concern in Q1 due to the Covid19 pandemic</p>							

Failure to safeguard children and young people across the partnership may result in children and young people being vulnerable and susceptible to risk, which in-turn puts the partnership at significant reputational risk	Current	Target	Trend	Q4 19/20	Q3 19/20	Q2 19/20	Q1 19/20
	15	12		15	15	15	New Risk

LOCYP Safeguarding Team Partnership working has been demonstrated through:

Attendance and contributions to DSCP/AB sub groups, Public Health, Prevent, JTAI audits, MST-CAN audits and DCST performance meetings. DCST monthly performance meetings remain a success and this will now be extended to include the MAAP Manager, further enhancing safeguarding. The team are contributing to the revision of the Neglect Strategy. Daily/Weekly safeguarding updates provided to all educational establishments via EduLog. Weekly contact with the DfE PREVENT lead, ensuring all training includes the risk of on-line radicalisation and alerts provided to all educational establishments.

With a new Buy Doncaster Virtual safeguarding offer in place. Internal teams have benefited from virtual training and 394 school/education staff will access virtual training by 31st March 2021. The team have developed a new service support guidance for schools/academies supporting well-being of LGBTQ young people and are collecting partnership evidence for the LA CYPS Champions Award.

Doncaster Children's Safeguarding Trust virtual monthly performance meetings share ICPC data/ conference report statistics and LADO performance reflects the support of all Doncaster schools. During COVID19 performance is at 100%.

The LOCYP safeguarding team have revised the LA model safeguarding policy, reflecting National statutory guidance. A new safeguarding newsletter is in place, this alongside Edulog and Buy Doncaster Resource Bank ensures all schools have the latest advice and guidance, with supporting policies, procedures and comprehensive training programme. This includes a new Buy Doncaster Learning Futures virtual safeguarding training offer, with new modules due to be launched.

Partner relationships remain strong with an increase in schools signed up to Operation Encompass.

The LOCYP safeguarding team are due to launch a number of 3 minute safeguarding guides, some developed with partner agencies, ensuring all staff working in educational establishments understand local context. A new mini training the trainer offer will support this implementation, available from September 2020.

S175/157 Annual Safeguarding Reports over schools (as at 6-July-20) have completed the enable safeguarding audit. With a system in place to support all schools to ensure we have 100% response rate by Jun-20. The data enables the team to respond to areas identified and work with partners to identify and respond to key priorities. The DSCP practitioner forum provides voice for schools and the team continue to work in partnership with all professionals to cascade and support any developments coming from this forum, strengthening safeguarding in partnership.

Headline Figures

- 100% of Doncaster schools judged are judged effective for safeguarding.
- Increase in schools supporting Operation Encompass - 101 schools (6-July-20)
- Education is the highest agency contributor to conference. (April 100% May 100% June 100%) for ICPC education representation at conference.
- 79 schools completed the S175 annual safeguarding audit. Target 100% by Jun-20. Due to covid19 extension agreed.
- Doncaster is currently ranked 11th Nationally for support for LGBTQ young people, this year working towards 'gold'
- New virtual safeguarding training offer in place for alternative education providers (6-July-20)
- 19 virtual training sessions delivered to a range of professionals and schools (17-March-20 – 6-July-20)

Children & young people may not achieve national standards in educational attainment, which may impact on their readiness for a fulfilling adult life.	Current	Target	Trend	Q4 19/20	Q3 19/20	Q2 19/20	Q1 19/20
	12	12		12	8	8	16

No change to the risk assessment at this stage. This will need careful monitoring as children and young people return to school fully in September

Workforce issues in AH&Wb and support services, including vacancies, recruitment, staff development and sickness, reduce the ability to transform at the pace required in current plans	Current	Target	Trend	Q4 19/20	Q3 19/20	Q2 19/20	Q1 19/20
	12	8		12	12	12	12

Recent recruitment has taken place and staff have been appointed to the following vacancies in July 2020-

Occupational Therapy Team

Team Leaders

Advanced Practitioner

DMBC have signed up and registered to the National Social Work Together campaign hosted by LGO giving instant access to staff for resources as and when required.

The consultation phase of the Head of Service re-shaping has been completed and recruitment to the posts will take place during August 2020. With a stable Senior Management Team in place to inform the areas of transformation, prioritisation can be agreed and with support from PIC plans will be in place to drive forward the change.

Without effective influence and engagement with the Sheffield City Region, there is a threat that Doncaster does not achieve economic potential benefit from the devolution deal	Current	Target	Trend	Q3 19/20	Q3 19/20	Q2 19/20	Q1 19/20
	12	12		12	12	12	12

The risk level continues to be maintained. The City Region Renewal Action Plan has been through LEP Board and will be considered by the Combined Authority on Monday 27 June. Ongoing engagement through officers at SCR continues, and more focus will be placed on member engagement through thematic boards to ensure delivery of the action plan is aligned to, and delivered through, local delivery systems. Work continues through the LRF recovery cell to shape and align delivery at local and sub-regional level.

The agreed standards and policies are not adequately understood and implemented by practitioners who work with vulnerable adults increasing the risk of vulnerable people experiencing harm or abuse	Current	Target	Trend	Q4 19/20	Q3 19/20	Q2 19/20	Q1 19/20
	10	10		10	5	5	10

A set of South Yorkshire Principles for safeguarding are published on the Intranet for staff. A new set of local operating procedures are in place and due for sign off by Senior Leadership following the confirmation of roles in the AHWB Head of Service reshaping. Consultation phase has been completed and recruitment to the posts will take place during August 2020.


A new policy for self-funders has been published and relevant communication and practice notes have been circulated to the workforce

Poor external agency ratings, ie Ofsted, may impact on the Council's reputation which could lead to government intervention, poor national profile and destabilise the partnership	Current	Target	Trend	Q4 19/20	Q3 19/20	Q2 19/20	Q1 19/20
	10	10		10	10	10	10

Current position - the Council's inspection profile remains better than in any recent memory and work has continued despite the pandemic lockdown to ensure preparation for inspection, albeit that these are currently paused.

The focus has remained with JTAI preparation and work has continued to develop the Self evaluation for Mental health.


Mitigating actions - work is in warm storage and there are plans to resume, as soon as agencies are able to return to BAU.

Failure to implement the Partnership priorities within the Doncaster Growing Together Portfolio	Current	Target	Trend	Q4 19/20	Q3 19/20	Q2 19/20	Q1 19/20
	9	6		9	9	9	9

Current Position: No Change Risk Remains the same. We have in place all programme boards and a portfolio board to oversee the DGT priorities and their delivery. There has been the introduction of the Response and Recovery cells across the partnership in response to COVID19. This will act as a catalyst to reviewing any future changes both to our long term priorities and to any future partnership arrangements.

Mitigating Action:

- Use the Restart, Recovery and Renewal plan to inform our Borough Strategy and future partnership review.
- Work towards the development of a new Borough Strategy for Doncaster that would be presented in Winter 2020. This would incorporate Doncaster Talks and other insight right across the partnership.

An underdeveloped local market and ineffective management affects the ability to change services, leading to market instability and difficulty in meeting the needs of vulnerable people	Current	Target	Trend	Q4 19/20	Q3 19/20	Q2 19/20	Q1 19/20
	8	8		8	8	8	8

Current Position

The care market within Doncaster is considered to continue to be stable currently; (although the impact of COVID19 particularly re Care Home market is under review) there have been no unplanned exits from the market during the period. The quality of the regulated services market sector (as inspected and rated by CQC) continues to compare favourably across Y&H region peers.


Mitigating actions

Market management continues to be supported through contract management and monitoring meetings. Services are currently being delivered within the terms of the contracts in place.

Market Shaping and Development is being progressed within Strategic Commissioning. At the end of the quarter, this work has been impacted due to the Team Doncaster COVID19 Response work.

COVID19 Social Care Market support Update - Daily Customer Relationship Management based contact is maintained with social care and support providers by Commissioning and Contracts staff to provide a combination of support and operational problem solving assistance together with information sharing (including data collection to inform action planning orientated around provider, service type and locality) and routes to escalation within Team Doncaster as appropriate. A range of financial and in-kind support has also been put place including:-

- an advance (recoverable) payment to all CQC regulated commissioned services to support cash-flow
- Corporate Supplier Relief Scheme to cover COVID19 related extraordinary costs incurred by providers - currently subject to review regarding continuation of relief beyond original 30 June closure date
- Creation of the Social Care Academy to match potential employees with provider vacancies
- Access to Council sourced PPE equipment where providers own supply lines are disrupted
- Government MHCLG Infection Control Fund monies have been received and allocated across Doncaster's adult CQC regulated services to mitigate transmission and support infection control and prevention

Failure to maintain and improve the management of health and safety may impact on the councils reputation and it's ability to mitigate risk to both colleagues and members of the public.	Current	Target	Trend	Q4 19/20	Q3 19/20	Q2 19/20	Q1 19/20
	8	8		8	8	8	8

The Corporate Health and Safety Team continue to monitor the effectiveness of all council health and safety arrangements through both active and reactive monitoring.

- The Corporate Health and Safety Team are supporting essential/priority council services with any H&S issues during the current COVID-19 Pandemic, including the development of COVID-19 Secure Risk Assessments
- Due to the current COVID-19 Pandemic the H&S Training Team are putting plans in place to ensure that any lapsed H&S training for suspended non-essential services is refreshed before operatives return to normal operations. Where possible H&S training is being delivered via MS Teams
- Fire Safety in High Rise Flats following the Grenfell disaster - Doncaster council's Fire Safety Advisor continues to attend the High Rise Fire Safety Group, advising and supporting St Leger Homes (SLH) where required. Where required virtual meetings will be carried out, or direct telephone updates undertaken.
- Residential Caravan Sites - St Leger Homes (SLH) continue to lead on fire safety action plans with input and advice from the Council's Environmental Health Officers (EHO's), South Yorkshire Fire and the Councils Fire Safety Advisor.
- The new Health and Safety Incident Reporting System SHE Assure software has had a recent significant upgrade which has improved functionality and gives managers more tools to interrogate incidents and trends across service areas. Plans are being developed to deliver a digital (MS Teams) training package across Directorates to ensure Managers have the skills to utilise the new functionality.



GOVERNANCE INDICATORS – Whole Authority

Whole Authority	Value	Target	DoT	Traffic Light
Sickness – Days per FTE	9.76	8.50	↑	🛑
PDR Completion - % of workforce with a PDR recorded	-	-	-	-
Internal Audit Recommendations - % completed that were due in period	30%	100%	↑	🛑
% of Large Transactions (over £25k) that are under contract	100%	100%	▬	✅
% of Service Plans elements updated within timescale	-	-	-	-
% of Freedom of Information Requests responded to within timescale	27%	95%	↓	🛑

Appendix D

COVID-19 Funding and DMBC allocations

Introduction

The COVID-19 pandemic has placed a huge strain on council services creating significant financial challenges.

This note considers the additional resources that have been made available to the Council.

The government has provided various additional funding streams. In this note they are split in to funding for “response” (shorter-term) and “recovery” (longer-term).

Response:-

- COVID-19 pressures funding
 - Received in 2 tranches totalling £18.7m from £3.2bn fund
 - Further £0.5bn has been announced nationally in July including £3.1m for Doncaster. Not clear when this will be paid. This increases the total to £21.8m.
 - Unringfenced funding to support discharge from hospital, children services, waste, homelessness and other COVID related services.
 - Additionally, the government has said where losses are more than 5% of a council's planned income from sales, fees and charges, the government will cover them for 75p in every pound lost. Full details of this scheme aren't yet available.
- Hardship Fund
 - Received £2.9m from the £500m hardship fund
 - Used to provide additional relief for the Local Council Tax Support scheme.
- Business grants
 - Received £64.4m to fund business support grants and, at 13 July, made 4,729 payments totalling just over £53m to local businesses in line with government requirements
 - Government then announced that 5% of the funding could be used for a “discretionary scheme”. Qualifying criteria have been approved by the Mayor and, at 13 July, made 100 payments totalling £0.7m
- Business rates reliefs
 - Additional rates reliefs are available for retail premises and nurseries. This reduces income to the Council but is fully funded by government. Estimate are £37m for Doncaster out of £9.7bn nationally.
- Infection control fund
 - £3.1m to be received from £600m fund
 - 75% has been given to residential care providers based on bed numbers and 25% to domiciliary care providers
- The Reopening High Streets Safely Fund
 - £50m from the European Regional Development Fund (ERDF) to councils across England to support the safe reopening of high streets and other commercial areas
 - £277k available for Doncaster
- Test, track and trace

- £2.23m will be received from a £300m fund to develop and roll out a test, track and trace programme
 - Plans have been drawn up by the Public Health team and approved by the Mayor.
- Emergency Active Travel funding
 - £225m nationally including £7.4m for Sheffield City Region (subject to successful bid being submitted).
 - Doncaster likely to receive £0.3m in first tranche and £1.3m in 2nd tranche. Funding to be used on pop-up bike lanes, wider pavements, safer junctions etc.
 - First tranche needs to be spent within 8 weeks – a list of schemes has been approved by the Mayor.
- Emergency Assistance Grant for Food and Essential Supplies
 - £63m of funding to be provided by DEFRA to help local authorities to continue to support those struggling to afford food and other essentials.
 - Doncaster's allocation is £0.4m and plans are being drawn up as to how to make best use of the funding.
- Rough sleepers
 - £3.2m announced in March to help get rough sleepers off the streets. Doncaster was paid £18k
 - Further £105m announced in June to keep rough sleepers off the streets (short term element of Next Steps Accommodation programme). Following this, the longer term element of the Next Steps Accommodation programme was announced with an allocation of £161m (£130m of which is for capital). Councils need to submit bids by 20 August.
- In addition, we have received various announcements to speed up or defer payments that have assisted our cash flow.

Recovery:-

- Cultural Recovery Fund
 - Included in Summer Fiscal Announcement – A Plan for Jobs
 - £1.57bn allocated nationally for museums, galleries etc
 - Not clear if Council's can apply – detail not announced yet
- Apprenticeships
 - Additional £1,500 to £2,000 per new apprentice. Assumed that local authorities will be eligible.
- Local infrastructure projects
 - £900m to be provided through city regions
 - Doncaster will get £5.5m for additional Quality Streets
- Local road maintenance
 - Included in Summer Fiscal Announcement – A Plan for Jobs
 - £100m to deliver 29 schemes across England
 - Detail not announced yet
- School estates funding
 - Included in Summer Fiscal Announcement – A Plan for Jobs
 - £560m for schools across England
 - Detail not announced yet
- Additionally, "A Plan for Jobs" includes other funding without much detail yet.

Information updated on the 21 July 2020