

ADULTS AND HEALTH

Financial Dashboard - 2020/21 Financial Year

Month 11 (February 2021)

The directorate is projected to overspend its budget by £7.1m. This is analysed as a £10.6m Covid-19 related cost pressure less an application of £3.5m of reserves. A number of budget action plans are expected to slip directly as a result of the Covid-19 pandemic, this is because the necessary resources to deliver these are being redirected; these total £3.6m.

SECTION A: the Covid-19 cost pressures to the Adult Social Care are £10.6m.

The Covid-19 reported pressures across the key expenditure types are as follows:

Staffing (+£0.6m): the impact of the proposed pay award which is above the budgeted assumptions is shown as Covid-19 pressure as the urgent and necessary reaction to the pandemic has meant that plans to recover this pressure have had to be deferred.

Buildings (+£0.1m): a pressure of £0.1m is shown representing the cost of rates at the recently acquired Waterside building (for the Assisted Living Leeds move) which is now being used as a PPE storage and distribution centre as well as being the site for a temporary mortuary.

Community Care Packages (+£5.6m): these pressures include the cost of additional care packages to meet the needs of people affected by day centre closure, paying to plan on home care and slippage in a number of savings plans because staff required to deliver these have been redirected to deal with the crisis. The figure also includes the funding expended to meet pressures within the care sector and to support it through this period and more latterly includes the impact of the transfer of care packages previously paid for by the NHS's Early Discharge Grant that transferred over to the Council between September and December.

Commissioning (+£1.4m): £1.1m relates to the funding expended to meet pressures within the care sector. The directorate has funded 33 organisations with £5k grants to help support their communities and the purchase of PPE.

General Running Costs (+£0.5m): mainly representing expenditure on equipment to facilitate early discharge. It is possible this may be recoverable from the NHS Early Discharge funding.

Income (+£2.4m): the Covid-19 pandemic has impacted upon savings plans for the recovery of income within client contributions, staffing costs and CCG (BCF) funding.

SECTION B: there are other Covid-19 variations that are not directly a cost to the Council as expenditure is funded by income from the CCG and Government grants, these are:

- a) NHS Early Discharge funding (£3.3m)
- b) Test & Trace grant (£16.0m)
- c) Infection Control grant (£13.5m)
- d) Rapid Testing funding (£1.8m)
- e) Workforce Capacity funding (£1.7m)

SECTION C: outside of Covid the directorate is projecting a balanced position, however, the directorate is applying £3.5m of reserves to help offset the Councils wider Covid-19 pressure. The main variations to planned spend, across the key expenditure types are as follows:

Staffing overall (-£1.2m): the projection is based on the current staffing levels and at P9 there is a high level of vacancies across the directorate.

Community Care Packages (+£1.8m): there are cost pressures within homecare (£1.5m) and Supported Living (£0.3m).

Commissioned Spend (-£1.0m): within Public Health the Agenda for Change uplift has yet to be determined so the earmarked funding will be transferred to the Reserve pending discussions in the new financial year. It is also noted that reserve funded expenditure has not been incurred as planned; there is a matching adjustment within the appropriation account.

General Running Costs (-£1.0m): savings due to reduced general running costs including utilities and staff travel.

Appropriation (-£1.2m): underspends within the Leeds Safeguarding Board, Leeds Plan and Public Health are planned to be carried forward and the planned use of reserves to support temporary staffing is less than required. £3.5m of reserves have been drawn down to partially offset the Covid-19 pressure. £0.7m of reserves does not need to be drawn down from reserves and delays in determining the Agenda for Change settlement have determined that the allocated funding is transferred to reserves, pending resolution in the new financial year.

Income (-£0.9m): additional client contributions is offset against increased demand spend.

Budget Management - net variations against the approved budget

				PROJECTED VARIANCES											Total (under) / overspend £'000
	Expenditure Budget	Income Budget	Latest Estimate	Staffing	Premises	Supplies & Services	Transport	Internal Charges	External Providers	Transfer Payments	Capital	Appropriation	Total Expenditure	Income	
	£'000	£'000	£'000	£'000	£'000	£'000	£'000	£'000	£'000	£'000	£'000	£'000	£'000	£'000	
Health Partnerships	1,496	(964)	532	(150)	0	0	0	0	(44)	0	0	160	(34)	(7)	(41)
Social Work & Social Care Services	288,249	(54,725)	233,523	71	(113)	208	(222)	(185)	11,382	(566)	0	581	11,156	(258)	10,898
Service Transformation	2,360	(369)	1,991	(204)	0	0	0	0	0	0	0	0	(204)	(88)	(292)
Commissioning Services	25,019	(65,294)	(40,274)	55	(4)	85	(9)	1,429	17,302	0	0	(2,979)	15,879	(18,780)	(2,902)
Resources and Strategy	6,726	(1,567)	5,159	(121)	0	(131)	2	0	0	0	0	0	(251)	(298)	(549)
Public Health (Grant Funded)	45,293	(44,949)	344	(293)	0	8	0	0	21,097	0	0	1,595	22,406	(22,406)	0
Appropriation Account	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Total	369,143	(167,868)	201,276	(643)	(118)	170	(229)	1,245	49,736	(566)	0	(644)	48,951	(41,837)	7,114

Key Budget Action Plans and Budget Variations:

		Lead Officer	Additional Comments	RAG	Action Plan Value £m	Forecast Variation against Plan/Budget £m
A. Key Budget Action Plans						
1.	Review of Learning Disabilities	Caroline Baria		R	1.0	0.8
2.	Review of Physical Impairment and home care efficiency	Shona McFarlane		R	0.1	0.1
3.	Review of home care efficiency	Shona McFarlane		R	0.1	0.1
4.	Demand - continuation of strengths-based approach	Shona McFarlane		G	0.7	0.0
5.	Recover unspent Direct Payments (based on trends)	Shona McFarlane		G	0.9	0.0
6.	Enablement Service - improvements in productivity	Shona McFarlane		R	0.5	0.5
7.	Review billing and collection of assessed client contributions and trends	Steve Hume		R	1.9	0.4
8.	Assistive technology to a city-wide self-pay market	Shona McFarlane		R	0.2	0.2
9.	Occupational Therapists: grant contribution funding from the DFG	Shona McFarlane		G	0.2	0.0
10.	Section 117 and CHC clients - review cost allocations	Max Naismith		G	0.1	(0.2)
11.	CHC - LD: client transport costs/ staffing costs	Max Naismith		G	0.4	0.1
12.	Client transport - route and efficiencies	Steve Hume		G	0.3	0.0
13.	Spring Budget (end of time limited schemes)	John Crowther		B	2.5	0.0
14.	Meals on Wheels	Steve Hume		G	0.2	0.0
15.	Contract management efficiencies	Caroline Baria		G	0.8	0.0
16.	iBCF - Health Funding to support social care & Inflation	Steve Hume		R	3.3	1.4
17.	Staffing - vacancy factor/turnover	Shona McFarlane		G	0.4	0.0

B. Other Significant Variations

1.	Staffing	All	relating to staffing turnover and slippage in employing new staff	(0.6)
2.	Commisioned services - care and Public Health	Various	anticipated variation	47.9
3	General running costs	All	Savings of £0.7m are reduced due to Covid-19 costs	1.1
4	Use of reserves	All	Carry forward of Public Health underspend (£0.62m), carry forward of Leeds Plan underspend (£0.16m), reduced requirement of reserve funding within commissioning (£0.5m) and carry forward of Adult Safeguarding (£0.03m)	(0.6)
5	Income	S. McFarlane	Includes Infection Control Grant (£13.5m) offset by spend, Test & Trace Grant (£4.1m) offset by spend, Early discharge funding (£2.2m)	(43.9)

Adults and Health Directorate - Forecast Variation**7.1**

CHILDREN & FAMILIES 2020/21 FINANCIAL YEAR FINANCIAL DASHBOARD - Period 11

Overall Summary - At P11 the directorate is reporting a pressure of £8.092m, all of which is attributable to Covid-19. The overspend includes both additional expenditure, loss of income and savings attributable to Covid. The P11 projection is in line with the reported P10 statement.

Children Looked After (CLA): - The budget for 20-21 is £43.8m, an increase of £1.45m from 19-20. The budget supports 1,346 CLA placements; including 58 External Residential (ER) and 183 Independent Fostering Agency (IFA). At P11 19-20 an early pressure of £3.8m was identified for 20-21. This pressure was projected to be addressed due to reductions in ER placements and proposals by the service for savings on both CLA and non-CLA budgets; see the action plan reported to Exec Board 24th June 2020. Offsetting this action plan was a projected increase in CLA numbers later in the year due to Covid.

These assumptions were reviewed for P6 and as placement numbers have remained fairly steady during the year it is assumed this will continue to be the case. The actual CLA figures as at 2nd March were 1,278, which is 68 less than the budgeted number. Despite total CLA numbers being less than budgeted for, an overspend of £4.2m is projected as there is a higher proportion of more costly placements than assumed in the budget and rates charged by providers have increased due to Covid. In house CLA placements are 102 less than budgeted and external placements are 34 greater than budgeted. Within the external placements pressure, at P11 we are seeing increased numbers in Secure Justice settings, +5 -v- budget of 2, no change in IFA numbers, 214, and a small reduction in ER of 3 to 60.

Non CLA Financially supported: - The non-CLA financially supported budget was increased by £1.0m to £13.9m in the 2020/21 budget. Budgeted 20-21 numbers are 950 placements (+46 20-21 -v- 19-20); current numbers are 1,032 (in line with P10 numbers; Special Guardian Orders +43, Independent Living +25 and Staying Put +14) creating a pressure of £0.365m, which includes the £0.25m increase in the rate for Care Leavers allowances. There is also an additional pressure forecast on semi-independent living of £1.176m as young people have not been able to move on from this accommodation due to COVID and £0.309k s17 payments (Non-Recourse to Public Funds (NRPF)).

Staffing: - Pay pressures of £0.123m have currently been identified. This is comprised of £1.711m existing pressures in Social Care which includes £1.024m additional pay costs directly attributable to Covid, a £0.687m impact of the additional 0.75% pay award offer, offset by £0.794m savings in Early Start and £0.1m Resources & Strategy. There are also additional non-direct employee savings of £0.325m on severance/retirement costs for former teachers. At P7 further pay savings of £0.369m were reflected due to leavers on the 2nd November under the Early Leavers scheme. Gross pay savings for 20-21 were £0.519m, however due to back fill and loss of grant funding the net figure is £0.369m.

Transport: - The Passenger Transport expenditure budget has increased compared to 19-20 by £0.465m to £15.2m. At P10 we are reflecting £0.7m savings on Private Hire from CEL Passenger Transport, a further £0.1m of savings from P9. Offsetting this is a small pressure of £0.115m due to slippage in the plan to bring in-house the Independent Travel Training contract due to COVID, £0.06m adverse movement from P10..

Trading and Commissioning: - The directorate have incurred losses of income due to Covid for Children's Centres (£2.171m net figure and detailed in table below) and trading with schools, £2.415m an increase of £0.495m from the P7 projection due to the early assessment of the new lockdown w.e.f 5.1.21 on trading income in the music service, the wider Learning Improvement Service and the School Attendance Service.

Supplies & Services & Internal Charges:- £0.51m savings in Travel & Subsistence costs have been identified and are reflective of the current home-working arrangements during first half year. There are £0.45m savings on Legal Charges (+£0.1m adverse movement from P10), £0.1m for DIS and £0.25m for Direct Payments. In addition there are £0.2m savings on expenditure related to School Brokerage Grant, as well as £0.1m savings on supplies & services.

Other Income / Projects : The projections include a pressure of £0.324m due to the reduction in 20-21 of the Troubled Families Earned Autonomy Grant, which was notified after the budget had been set and a £0.244m shortfall in CCG income for ER placements. In response to this and the CLA pressures noted above, current income projections assume utilisation of £2.538m of other grant funding, covering DfE, DSG and Public Health funding streams.

Budget Management - net variations against the approved budget

	PROJECTED VARIANCES														Total (under) / overspend £'000
	Expenditure Budget	Income Budget	Latest Estimate	Staffing	Premises	Supplies & Services	Transport	Internal Charges	External Providers	Transfer Payments	Capital	Appropriation	Total Expenditure	Income	
	£'000	£'000	£'000	£'000	£'000	£'000	£'000	£'000	£'000	£'000	£'000	£'000	£'000	£'000	
Demand Led Budgets:															
In House placed CLA	21,079	0	21,079	0	0	0	0	0	(54)	0	0	0	(54)	0	(54)
Independent Fostering Agency	7,681	0	7,681	0	0	0	0	0	1,050	0	0	0	1,050	0	1,050
External Residential	12,096	(3,995)	8,101	0	0	0	0	0	2,990	0	0	0	2,990	144	3,134
Other Externally placed CLA	2,967	0	2,967	0	0	0	0	0	224	0	0	0	224	0	224
Non CLA Financially Supported	13,872	(5,610)	8,262	0	0	0	0	0	1,541	0	0	0	1,541	0	1,541
Transport	15,586	(897)	14,689	0	0	110	(700)	0	0	0	0	0	(590)	0	(590)
Sub total Demand Led Budgets	73,282	(10,502)	62,780	0	0	110	(700)	0	5,751	0	0	0	5,161	144	5,305
Other Budgets															
Partnerships & Health	5,845	(2,063)	3,782	(82)	0	0	(21)	0	0	0	0	0	(103)	0	(103)
Learning	35,516	(30,116)	5,400	(4)	0	(200)	(111)	0	0	0	0	0	(315)	2,415	2,100
Social Care (Excl. Early Start & H&W)	71,004	(31,990)	39,014	1,466	0	0	(463)	(450)	408	250	0	0	1,211	(2,114)	(903)
LfL - Early Start & H&W	67,531	(61,571)	5,959	(794)	0	(212)	0	0	187	0	0	(287)	(1,106)	3,277	2,171
Resources and Strategy	67,918	(61,615)	6,303	(463)	0	0	(15)	0	0	0	0	0	(478)	0	(478)
Sub total Other Budgets	247,814	(187,356)	60,458	123	0	(412)	(610)	(450)	595	250	0	(287)	(791)	3,578	2,787
Total	321,096	(197,858)	123,238	123	0	(302)	(1,310)	(450)	6,346	250	0	(287)	4,370	3,722	8,092

<u>Key Budget Variations:</u>		Additional Comments	Direct Covid Impact	Indirect Covid-Impact
A. Key variances			£m	£m
Staffing	- Delivery of £2m Staffing Action Plans	The 20-21 budget assumed £2m action plan staff savings target and at P6 the directorate are on target to deliver these savings mainly via post release controls. Further £0.687m relates to additional 0.75% current pay award offer. Also reflected further £0.369m net pay savings under the Early Leavers scheme on the 2nd November.		0.368
	- Direct impact	Additional staffing within LCC run residential homes, 4 x Service Delivery Managers for 6 months and Adel Beck pay pressures re Agency & Overtime.	0.874	
	- Other employee costs	Within Resources & Strategy - Central Overhead Account savings on former teacher severance and pension costs		(0.325)
Children Looked After & Financially Supported Non-CLA Demand Budgets	- Delivery of actions within Exec Board report to address £3.8m pressure identified Feb'20.	Whilst overall CLA numbers are less than budgeted numbers, the placement mix towards higher cost external placements (ER / IFA / Secure Justice & Welfare) is creating significant in-year budget pressures. Current ER numbers are 60 and IFA 214 creating budget pressures of £2.6m and £1.1m respectively. Modelling assumes trend continues for remainder of financial year. The unit rates for ER & IFA Placements are also higher due to covid, average circa 7%. Offset by £0.35m savings on In-House Fostering and Kinship.		3.346
	- assessed impact on CLA numbers and budget specifically relating to covid-19.	Reflects £0.3m pressure relating to S17 payments and £0.25m due to increased benefit payments under universal credit for all of 20-21 financial year. Further £1.155m relating to impact of covid on the new semi-independent leavers contract, OWL's. Further £1m impact of covid on unit rates, circa 9%.	2.713	
Non-Staffing	- Insourcing of Independent Travel Trainer contract	Impact of COVID on in-sourcing ITT contract		0.050
	- assessed impact on non-staffing related expenditure directly due to covid-19	£0.1m impact re additional DIS equipment and £0.25m increased Direct Payments, offset by £0.7m private hire savings from CEL Passenger Transport, £0.51m savings on travel & subsistence and £0.55m on Legal charges. £0.2m savings on S&S related to School Brokerage Grant.	(1.550)	
Income (including Grant funding)	- impact on 20-21 income not directly due to covid-19	Following approval of the 20-21 budget the following projections relating to income & grant have been realised / identified: £0.324m reduction in Troubled Families Grant offset by £0.05m additional Pupil Premium funding for Virtual Head, £0.25m saving from utilising more in-house resources to deliver SFPC programme and £1.672m PiP funding. £0.25m from Improvement Partner work with other LA's. Offset by £0.244m CCG income shortfall. Additional DSG Grant for ER Placements and the educational cost of the settings.		(1.840)
	- assessed impact on income directly due to covid-19	There has been a significant impact on income directly related to the impact of covid-19; projected pressures of £2.171m Early Start Net Nursery Fees income, £2.415m school traded income fee income.	4.586	
	- New grant funding for covid related schemes	Funding for the recovery of the impact of COVID received from Public Health and DfE - PiP Programme	(0.130)	
			6.493	1.599
Children and Families Directorate - Forecast Variation				8.092

CHILDREN & FAMILIES 2020/21 FINANCIAL YEAR

DEDICATED SCHOOLS GRANT FINANCIAL DASHBOARD - PERIOD 11

Overall Summary - The Dedicated Schools Grant (DSG) is made up of 4 separate blocks - the Schools Block, Central School Services Block, Early Years Block and High Needs Block. At Period 11 it is expected that the DSG will be £98k underspent in 2020/21, which includes a surplus on de-delegated budgets of £473k. De-delegated budgets are ringfenced, and excluding these the DSG budget is projected to overspend by £375k. In relation to COVID pressures, £100k of the costs on the High Needs Block have been identified as due to increased provider rates on outside placements due to the impact of COVID.

Schools Block - This is the largest element of the DSG and mostly consists of delegated funding to local authority maintained schools. When a school becomes an academy, funding payments are made directly by the ESFA and not paid to local authorities to distribute. When this happens, there is a reduction in grant income which is largely matched by reduced expenditure. Since the budget was set, there have been a number of academy conversions which reduces the grant received and the school funding paid out. Following these conversions, there is a small one off saving in the year in which it occurs. There are a number of de-delegated services where schools have agreed for the local authority to retain funding to cover some costs centrally which otherwise would need to be charged to schools (such as maternity costs, trade unions costs and the libraries service). As there were fewer schools converting to an academy by 1st September 2020, additional de-delegated income of £286k is projected and an underspend of £500k is projected on the schools contingency fund, which is offset by overspends of £300k on maternity pay and £37k on SIMs licences. Overall the de-delegated underspend is expected to be £473k. The Growth Fund budget remains part of this block and is currently projected to be £495k underspent. This underspend is earmarked for use to fund growth requirements in 2021/22.

Central School Services Block

This block covers costs such as prudential borrowing repayment, equal pay costs, the admissions service and the retained duties element of what used to be the Education Services Grant (which covers statutory and regulatory duties, asset management and welfare services). There is expected to be an underspend of £77k as a result of vacancies in the admissions service.

Early Years Block - This element is concerned with provision to pre-school children. The uncertainty and changing requirements as a result of COVID19 are continuing on this block which makes accurate projections difficult. The impact on 2020/21 has been mitigated by a slight change in the way the income due is calculated. For 2020/21 only, the January 2021 early years census will only affect the income due for 3 months of the year, rather than the usual 7 months. This should reduce the potential volatility of the grant due, though the final grant will still not be confirmed until the 2021/22 financial year. In line with the 8p per hour increase in the unit rate received, the unit rates paid to providers has been increased for both 2 year old and 3 & 4 year old providers by 8p. The grant and expenditure for the period April to December 2020 show an underspend of £205k on 2 year olds with an initial underspend of £3.6m on 3 & 4 year olds. In order to ensure that the grant is paid out to providers, it is proposed to make exceptional funding payments totalling £3.2m. Overall, it is estimated that there will be an underspend of approximately £567k on this block.

High Needs Block - This element is used to support provision for pupils and students with special educational needs and disabilities. The current projections are that there will be an overspend of £1,760k. The largest areas of variance are as follows:

- Mainstream top-ups and additional blocks overspend of £1,747k. Based on top up funding already allocated out, with estimated increased based on the average at this point in year for the past 3 years. Additional place funding is based on the details in the FFI database as at the end of January 2021.
- An increase in the number of pupils requiring post 18 places is expected to result in an overspend of £765k.
- Outside placements is projected to overspend by £1,917k, based on current placements. However due to a shortage of specialist places in Leeds, there is a significant risk that this could increase further.
- When the budget was set, it was known that there were a number of high needs pupils where special school places had not at that time been identified. Now that they have been and are reflected in the above overspends, that budget of £2,106k is no longer required.
- The high needs block services provided by Leeds City Council are projected to underspend by £436k.
- At the start of the year, a number of elements of the grant allocation were not confirmed. These have now been confirmed and will result in an additional £120k of grant income.

Reserves - There is an overall deficit brought forward from 2019/20 on general DSG of £3,955k and a de-delegated surplus of £722k. The reserves carried forward into 2021/22 are projected to be a deficit on general DSG of £4,330k and a surplus on de-delegated services of £599k. In line with the School Forum request in October, the 2019/20 underspend on de-delegated services of £596k has been refunded to schools pro-rata to the de-delegated income received from the school.

Budget Management - net variations against the approved budget

DSG Grant Reserves

	Budget £'000	Projection £'000	Variance £'000
Schools Block			
DSG Income	(314,877)	(306,600)	8,277
Individual Schools Budgets	307,309	298,786	(8,523)
De-delegated budgets	4,568	4,095	(473)
Growth Fund	3,000	2,505	(495)
	0	(1,214)	(1,214)
Central School Services Block			
DSG Income	(4,867)	(4,867)	0
CSSB Expenditure	4,867	4,790	(77)
	0	(77)	(77)
Early Years Block			
DSG Income	(64,216)	(59,830)	4,386
FEEE 3 and 4 year olds	50,897	48,973	(1,924)
FEEE 2 year olds	10,147	7,402	(2,745)
Other early years provision	3,172	2,888	(284)
	0	(567)	(567)
High Needs Block			
DSG Income	(79,831)	(79,951)	(120)
Funding passported to institutions	72,329	74,645	2,316
Commissioned services	1,821	1,821	0
In house provision	5,123	4,687	(436)
Prudential borrowing	558	558	0
	0	1,760	1,760
Total	0	(98)	(98)

Latest Estimate

Balance b/fwd from 2019/20
 Net contribution to/from balances
Balance c/fwd to 2021/22

Projected Outturn

Balance b/fwd from 2019/20
 Projected in year variance
 Use of reserves
Balance c/fwd to 2021/22

General £'000	De-delegated £'000	Total £'000
3,955	(722)	3,233
3,955	(722)	3,233
3,955	(722)	3,233
375	(473)	(98)
	596	596
4,330	(599)	3,731

Key Budget Action Plans and Budget Variations:

	Lead Officer	Additional Comments	RAG	Action Plan Value £m	Forecast Variation against Plan/Budget £m
A. Key Budget Action Plans					
Transfer funding to High Needs Block		Transfer of £2.65m from the schools block and £350k from the central school services block to the high needs block as detailed in report to Schools Forum in January 2020.	B	3.00	0.00
B. Significant Variations					
Schools Block		In year underspend of £473k on de-delegated services			(0.47)
Schools Block		Underspend on growth fund			(0.50)
Schools Block		Underspend as a result of academy conversion adjustments			(0.24)
Early Years Block		Underspends on minor budgets within early years block			(0.57)
High Needs Block		Increase in high needs funding at mainstream schools			1.75
High Needs Block		Increase in outside placement costs			1.91
High Needs Block		Increase in cost of post 18 placements			0.77
High Needs Block		Budget for new places from September 2020 no longer required (part funds overspends above)			(2.11)
High Needs Block		Underspends on services provided by LCC			(0.44)
High Needs Block		Final confirmation of grant due for 2020/21			(0.12)
CSSB		Underspend on admissions service			(0.08)

Dedicated Schools Grant - Forecast Variation

(0.10)

CITY DEVELOPMENT 2020/21 BUDGET FINANCIAL DASHBOARD - MONTH 11 (APRIL - FEBRUARY)

Directorate Summary - At Period 11 it is projected that there will be a year-end overspend of £22.03m which includes the projected impact of Covid 19 of circa £25.18m (including the £375k additional cost of the higher than budgeted pay offer). This is a favourable movement of £0.17m from the Period 10 Dashboard which is due to minor savings across most services.

The Directorate's financial position has been significantly affected by the current restrictions in place as a result of Covid 19 and by the severe impact on the economy. There is a direct impact in Active Leeds and Arts and Heritage from the loss in income from the closure of all sites and the uncertainty and restrictions on recovery. In other service areas the anticipated economic downturn is expected to impact on income from the commercial property portfolio, Markets, advertising, planning and building fees and in Highways from reduced fee recovery as a result of some of the workforce self-isolating and other staff absences.

The projected position on this Dashboard assumes that the current Lockdown 3 measures and closure of facilities will continue to the end of the financial year, which is a prudent approach that has been informed by a realistic appraisal of the ongoing pandemic and the implications therein.

Staffing - Based on current vacancy levels and assuming limited external recruitment for the foreseeable future, staffing is projected to be under budget by £3m based on current vacancy levels. In Highways and Transportation most staff costs are chargeable and any vacancies will lead to reduced income or additional contractor costs. Some staff in Asset Management and Regeneration are also chargeable. Allowing for this it is estimated that staff savings will contribute a net saving of £2.064m. This also allows for additional costs from a higher pay award than budgeted for estimated at £375k although some of this cost will be charged out. There is a further saving of £378k across services due to staff leaving via ELI prior to the 31st March 2021 after accounting for income generating posts and any interim costs.

Other running cost savings - Where cost savings directly relate to closure of facilities and events then these have been accounted for in the net income loss figures. It is estimated that there could be additional savings in supplies and services and travel costs of around £1.008m across the Directorate.

Additional Covid 19 costs - Whilst the impact of Covid 19 on City Development is mostly on income, some additional costs are being incurred to ensure services are Covid compliant, assist City Centre Management and other related public health and health and safety measures. From April 2020 this was estimated to be circa £500k across the Directorate.

Planning and Sustainable Development - both planning application and building control fee income generation have improved since June but with some noted volatility. The cumulative position for December is now 11% down against the 2020/21 Budget for planning fees and 3% down against the 2020/21 Budget for building control fees. The improvement is considered to be due to a general catching up after full lockdown measures and a surge in low fee value home owner developments. The planned implementation of revised pre-application charges was initially postponed due to lockdown but has now started. The 2020/21 budget included additional income of £250k for these charges and a shortfall of £60k is projected due to the delay. Overall the shortfall in income is forecast to be circa £0.92m, which is partially offset by £0.29m of staffing, transport and supplies and services savings.

Economic Development - The service is forecasting a reduction of income and additional costs of £133k for the year, mainly reduced income from Conference Leeds and reduced recovery of staff costs where staff are now working on Covid 19 related work. The projection also includes some additional grant income that has been received, and some minor offsetting savings in transport costs.

Asset Management and Regeneration - The year end forecast anticipates a shortfall in income from the Commercial Property Portfolio from the non-achievement of budget actions which were based on generating additional rental income from the purchase of additional commercial assets during the year. It is likely that there will be a delay in new acquisitions due to the economic uncertainties arising from COVID-19. It is also anticipated that there will be a reduction in overall rental income as some businesses continue to struggle financially. The service has developed a strategy around rental income and how the service responds to requests from businesses seeking support. The current projection assumes a 30% shortfall in rental income over the non-prime commercial property portfolio. In addition, there may be specific sectors which are particularly badly hit where there is a higher risk that rental income may not be achieved.

Employment and Skills - No significant variations are currently projected. The major grant schemes that the service manages are currently expected to be delivered. There is a risk that not all grant income will be received but this will be kept under review. A saving of circa £237k is due to a vacant post and ELI's.

Highways and Transportation - The major variation is forecast to be on the amount of highways maintenance work that the DLO is able to complete due to a reduced available workforce. This will result in reduced chargeable works which will lead to a reduction in income and the recovery of overheads. The current projection is for a shortfall in income of £0.65m in the DLO, £0.73m in Civil Engineering and Transport Planning, and £100k in Utility Permit income. Further impacts of Covid restrictions are being managed within the service. This is a partially offset by circa £600k vacancy and ELI savings and £144k other expenditure savings. However the prolonged severe weather conditions has meant that a further estimated £600k is required for winter maintenance expenditure to the end of this financial year.

Arts and Heritage - As facilities were closed during the early part of the financial year and again for Lockdown 2, the service is forecasting a significant shortfall in income. Ongoing restrictions on being able to fully re-open facilities has meant that many of the planned events for the year have been cancelled significantly impacting on income for the year. The Period 11 projections reflect these cancellations and maintain the Period 9 assumptions that the impact of social distancing requirements makes it unlikely that many activities (events, room hire, etc.) will resume as planned in this financial year, a position which the instigation of Lockdown 3 and HMG's roadmap for re-opening have validated. There will be some cost savings as a result and these have been netted of the income shortfall projections where they can be identified.

Active Leeds - Due to Lockdown 3, Leisure facilities are now closed from 06/01/2021 until (subject to some limited activity) 12th April 2021. Following a review of the current situation and the likely ongoing ramifications the projections for Active Leeds therefore assumes that all facilities will remain closed for the remainder of this financial year. As a result of this the estimated loss of income has increased by £2.5m from Period 8. This further loss of income will be significantly offset by the Government compensation scheme (75p in the £1) by £1.875m however this funding is accounted for centrally and not in this Financial Dashboard.

Resources and Strategy - costs being incurred as a result of Covid 19 and the original lockdown are being recorded in the Resources and Strategy budget, currently projected at £0.5m.

Markets and City Centre - Open Market traders were not billed for rent April to June as part of a Covid support package at a monthly loss of £40k. Indoor Market traders continue to be billed but provided with a rental support scheme (rent reductions) for July to September, this scheme has now been extended for a further three months (October to December). Whilst most indoor traders are eligible for support through the Government business support scheme there has been an increase in voids in the Market and the current projection is that there will be a 38% shortfall in income. Due to Lockdown 3 a further package of support measures are anticipated, therefore the £300k additional pressure identified in Period 7 and 8 has been allocated for this. Furthermore a £700k shortfall against budget income is expected for Advertising, including the £200k additional income assumed in the 2020/21 budget, is accounted for. A further £220k loss of income is projected for City Centre Management due to the loss of licences and events income due to the pandemic.

Budget Management - net variations against the approved budget

	PROJECTED VARIANCES														Total (under) / overspend £'000
	Expenditure Budget	Income Budget	Latest Estimate	Staffing	Premises	Supplies & Services	Transport	Internal Charges	External Providers	Transfer Payments	Capital	Appropriation	Total Expenditure	Income	
	£'000	£'000	£'000	£'000	£'000	£'000	£'000	£'000	£'000	£'000	£'000	£'000	£'000	£'000	
Planning & Sustainable Development	9,560	(7,877)	1,684	(277)	(53)	62	(49)	28	0	0	0	0	(290)	915	625
Economic Development	2,358	(627)	1,731	72	0	(24)	(17)	0	0	0	0	0	31	103	133
Asset Management & Regeneration	17,556	(20,788)	(3,232)	(848)	318	(91)	(16)	60	0	0	0	(22)	(598)	3,612	3,014
Employment & Skills	6,245	(4,532)	1,713	(303)	0	(37)	(2)	(38)	45	0	0	0	(335)	97	(237)
Highways & Transportation	65,569	(47,660)	17,909	(522)	(224)	(791)	(374)	58	0	0	0	0	(1,853)	3,183	1,331
Arts & Heritage	21,731	(9,350)	12,380	(339)	(112)	(2,604)	(9)	(74)	0	0	65	0	(3,073)	5,211	2,138
Active Leeds Resources & Strategy	26,626	(20,453)	6,172	(899)	(215)	33	(0)	0	(150)	10	0	0	(1,221)	13,735	12,514
Markets & City Centre	1,045	(164)	881	(90)	0	453	0	(3)	0	0	0	0	360	0	360
	3,542	(4,607)	(1,064)	(2)	(149)	(37)	(2)	0	0	0	0	0	(190)	2,337	2,148
Total	154,233	(116,059)	38,174	(3,207)	(435)	(3,036)	(470)	31	(105)	10	65	(22)	(7,168)	29,194	22,026

Key Budget Action Plans and Budget Variations:

				RAG	Action Plan Value	Forecast Variation against Plan/Budget
		Lead Officer	Additional Comments		£m	£m
A. Budget Action Plans						
1.	Planning & Sustainable Development	David Feeney	Pre-Application fee income in Planning - delayed implementation	A	(0.25)	0.06
2.	Asset Management & Regeneration	Angela Barnicle	Purchase of commercial assets to generate additional rental income over and above the annual costs of borrowing and other land-lord related costs	R	(0.75)	0.75
3.	Asset Management & Regeneration	Angela Barnicle	Asset Rationalisation	R	(0.20)	0.20
4.	Highways & Transportation	Gary Bartlett	LED Street Lighting Conversion	G	(0.43)	0.00
5.	Highways & Transportation	Gary Bartlett	Site Development	G	(0.25)	0.10
6.	Highways & Transportation	Gary Bartlett	Utility Permits	A	(0.20)	0.00
7.	Markets & City Centre Management	Phil Evans	Advertising Income	R	(0.20)	0.20
8.	Resources & Strategy	Phil Evans	Use of Balances/One Off Income	G	(0.50)	0.00
Total Budget Action Plan Savings					(2.78)	1.31
B. Other Significant Variations						
1.	Planning & Sustainable Development	David Feeney	Planning Application and Building Control Fees			0.89
2.	Economic Development	Eve Roodhouse	Loss of income and additional costs related to Covid 19.			0.12
3.	Asset Management & Regeneration	Angela Barnicle	Commercial Rental Income & Asset Activities			2.49
4.	Highways & Transportation	Gary Bartlett	Highways Maintenance			0.65
5.	Highways & Transportation	Gary Bartlett	Civil Engineering and Transport Planning			0.73
6.	Arts & Heritage	Cluny Macpherson	Net loss of income due to closure of venues			2.56
7.	Arts & Heritage	Cluny Macpherson	Postponement of Tour de Yorkshire and the Triathlon			(0.30)
8.	Active Leeds	Cluny Macpherson	Loss of income due to closure of Leisure Centres and reduced income once they re-open.			13.45
9.	Markets & City Centre Management	Phil Evans	Markets, advertising and Licences income			2.09
10.	All Services	All	Staffing Vacancies (excluding income funded posts)			(2.064)
11.	All Services	All	Savings on running costs across the Directorate			(1.008)
12.	All Services	All	Additional Pay Award			0.38
13.	All Services	All	Additional spend as a result of Covid 19			0.50
14.	Highways & Transportation	Gary Bartlett	Winter Pressures			0.60
15.	All Services	All	Net ELI savings across all services			(0.378)
City Development Directorate - Forecast Variation						22.026

COMMUNITIES & ENVIRONMENT DIRECTORATE SUMMARY

FINANCIAL DASHBOARD - 2020/21 FINANCIAL YEAR

Period 11 (February 2021)

The overall position is a projected overspend of £23,659k. Of this net position, £26,724k relates to the estimated impact of Covid-19, although this figure remains subject to variation as the situation continues. The overall position also includes assumptions around tighter recruitment/expenditure controls and the impact of the Council's Early Leavers Initiative (ELI) and it is estimated that potential savings of £3,065k are achievable.

Communities (£365k overspend)

Covid-19 related costs total £370k which includes a £360k projected loss of Community Centre income, £100k delays to planned savings from Community Centres, offset by running cost savings of £120k, and £27k cost of the additional 0.75% pay offer. Other net expenditure savings of £2k are projected. ELI savings of £102k are being used to contribute to existing budget action plans.

Customer Access (£1,954k overspend)

Covid-19 costs are estimated at £1,514k which includes the cost of software and equipment to support home working £158k, PPE/Social distancing measures and additional cleaning at Hub sites £435k, projected net income losses of £624k across the service, the additional cost of overtime £120k and the pay offer of £171k. Other variations include a projected staffing overspend of £72k, additional security of £120k and all other non-COVID income and expenditure variations of £248k.

Electoral and Regulatory Services (£348k overspend)

Elections, Licensing and Registrars (£513k overspend)

The majority of fee earning activities have reduced significantly - including Registrars, Entertainment Licensing, Land and Property Searches, Taxi & Private Hire Licensing. The combined impact on net income is estimated at £1,700k, with a further £17k cost relating to the pay offer, although these will be partially offset by other net savings of £568k, mainly from the cancelled May elections and savings from additional grant income in respect of compliance and enforcement activities. Further net savings of £636k are anticipated from staffing and other expenditure variations (including utilisation of £159k from the TPHL earmarked reserve) to partially offset the in-year income shortfall.

Environmental Health (£165k underspend)

The projected position reflects Covid related costs of £63k, mainly due to income losses from a reduction in activities across the service and the pay offer of £10k, offset by £228k of net savings in respect of staffing and other expenditure.

Welfare and Benefits (£1,274k over budget)

The projected overspend includes Covid-19 related expenditure in respect of the net cost of Housing Benefit claims for rough sleepers (£700k) and the estimated cost of the pay offer (£33k). In addition, the net cost of Supported Accommodation cases is estimated at an additional £1,000k although this is partially offset by additional grant income of £344k in respect of Housing Benefit Administration Subsidy and other forecast variations in expenditure and income of £115k.

Parks and Countryside (£4,538k overspend)

The overall estimated impact of Covid-19 on the service is £6,030k. Income generating facilities including Tropical World, Temple Newsam Home Farm, Lotherton Wildlife World, the Arium, Cafes, Golf courses, Bowling Greens, sponsorship and concessions in parks, are currently projecting net income losses of £3,058k. In addition, shortfalls in income from the reduction in chargeable works activities within Parks Operations and Landscaping are estimated at £1,788k and losses of income resulting from restrictions within bereavement services are estimated at £539k. A further £180k of income is estimated to be lost as a result of the cancellation of events held in parks although savings of £438k from the cancellation of the West Indian Carnival and bonfires will offset this. Other COVID related expenditure of £774k is anticipated, mainly due to measures in Parks to facilitate Safer Public Spaces and the cost of PPE equipment and cleaning. The cost of the pay offer is estimated at £129k, although this is offset by staffing savings of £1,224k together with other net operating expenditure savings of £268k.

Car Parking (£7,474k overspend)

Covid-19 related income losses of £8,143k across the service are currently estimated which reflects the Council's decision to suspend all car parking charges and enforcement activity until 4th July and the further estimated reduction in income levels from July onwards including the subsequent lockdowns in November and January-March 2021. Net staffing savings of £303k (including the pay offer at +£23k) and other expenditure savings of £366k are currently anticipated to partially offset this.

Community Safety (£55k underspend)

A small amount of additional expenditure (£5k) has been incurred in respect of Covid-19 and the impact of the pay award has been £53k. This is offset by other forecast expenditure savings elsewhere in the service of £113k, mainly relating to staffing costs.

Waste Management (£6,869k overspend):

Within the Refuse service, additional expenditure of £3,551k is currently forecast which reflects the cost of providing additional crews and vehicles to deal with increased volumes of waste and to provide necessary staffing cover and PPE equipment. Additional volumes of waste are currently forecast to cost an additional £2,812k to the end of the year. A further £838k is forecast at Household Waste Sites for the cost of providing PPE equipment, staffing cover and security at the sites as well as net income losses from inert waste charges and from the Revive shops. The pay offer is estimated at £155k, although this is offset by ELI savings of £71k and other forecast savings of £416k, mainly relating to prudential borrowing savings and additional weighbridge volume trend income.

Cleaner Neighbourhoods Teams (£316k underspend)

Covid-19 related costs of £242k reflect the loss of income from bulky waste collections, additional costs of cover for staff in self isolation, litter bin stickers, PPE equipment and the estimated cost of the pay offer. However, these are anticipated to be offset by other net staffing and operational savings of £559k.

City Centre (£73k overspend)

Covid-19 related costs of £173k include the projected loss of environmental enforcement income, additional cost of cover for staff in self isolation and the pay offer. Staffing and net expenditure savings of £100k are forecast to partially offset these costs.

Directorate Wide (£1,134k overspend)

The directorate is forecasting additional Covid-19 related costs of £1,125k. £947k of this is in respect of a temporary mortuary facility created as part of the Council's emergency planning arrangements to deal with a potential increase in mortality rates over and above current capacity for Leeds and Wakefield. In addition, a city wide mail out in respect of accessing support is projected to cost £134k, overtime and transport costs of £23k are anticipated for the co-ordination of the city wide use of volunteers, and £21k reflects the cost of a temporary senior officer in support of the Council's response to the Covid situation. Other cost pressures of £9k are also anticipated.

Budget Management - net variations against the approved budget;

Summary By Service

				Projected variances												Total (under) / overspend £'000
	Expenditure Budget	Income Budget	Latest Estimate	Staffing	Premises	Supplies & Services	Transport	Internal Charges	External Providers	Transfer Payments	Capital	Appropriation	Total Expenditure	Income		
	£'000	£'000	£'000	£'000	£'000	£'000	£'000	£'000	£'000	£'000	£'000	£'000	£'000	£'000		
Communities	16,270	(11,418)	4,852	97	0	(23)	0	(169)					(95)	460	365	
Customer Access	25,106	(4,560)	20,546	397	120	371	(20)	0					868	1,086	1,954	
Electoral & Regulatory Services (including Environmental Health)	8,296	(6,428)	1,868	(845)	(56)	(680)	(16)					(159)	(1,755)	2,103	348	
Welfare And Benefits	196,901	(191,795)	5,106	114	0	1,252	(14)	76					1,428	(154)	1,274	
Car Parking Services	4,867	(12,252)	(7,385)	(303)	23	(389)	0	0					(669)	8,143	7,475	
Community Safety	8,621	(6,283)	2,338	(44)	0	5	0	0					(39)	(16)	(55)	
Waste Management	44,279	(9,766)	34,513	3,275	132	3,082	581	(160)					6,909	(40)	6,869	
Parks And Countryside	33,914	(26,147)	7,767	(1,095)	(1,236)	0	70	0					(2,261)	6,799	4,538	
Environmental Action (City Centre)	2,119	(427)	1,692	(56)	(2)	(53)	12	0					(98)	171	73	
Cleaner Neighbourhood Teams	12,762	(4,372)	8,390	(362)	0	27	(68)	0					(403)	87	(316)	
Directorate wide	0	0	0	41	0	1,094	0	0					1,135	0	1,135	
Total	353,135	(273,448)	79,687	1,219	(1,019)	4,687	546	(253)	0	0	0	(159)	5,021	18,638	23,659	

Key Budget Action Plans and Budget Variations:

	Lead Officer	Additional Comments	RAG	Action Plan Value (£000s)	Forecast Variation against Plan/Budget
Communities					
Communities Team	Communities Team - achievement of staffing efficiencies	Shaid Mahmood	G	(75)	
Community Centres	Community Centres - asset transfer savings and general efficiencies within the service	Shaid Mahmood	R	(100)	100
Communities	Achievement of base budget vacancy factor	Shaid Mahmood	G	(166)	
Customer Access					
Contact Centre	Secure invest to save funding to partly offset additional staffing	Lee Hemsworth	A	(150)	
Customer Access	Achievement of base budget vacancy factor	Lee Hemsworth	R	(646)	72
Welfare & Benefits					
Housing Benefits	Achievement of staffing reductions	Lee Hemsworth	G	(200)	
Welfare and Benefits	Achievement of base budget vacancy factor	Lee Hemsworth	G	(194)	
Electoral and Regulatory Services (incl Environmental Health)					
Elections	Charge PCC for share of elections	John Mulcahy	G	(400)	(311)
All	Achievement of base budget vacancy factor	John Mulcahy	G	(177)	
Car Parking					
Car Parking	Increase charges at Woodhouse Lane car park by 50p for a full day	John Mulcahy	R	(100)	100
Car Parking	Achievement of base budget vacancy factor	John Mulcahy	G	(148)	
Waste Management					
Refuse	Secure agreement from DEFRA re revision to waste contract	John Woolmer	G	(2,200)	
Waste Management - all	Achievement of management structure staffing savings	John Woolmer	G	(50)	
Waste Management - all	Achievement of base budget vacancy factor	John Woolmer	G	(290)	
Parks and Countryside					
Parks and Countryside	Additional funding from Children's Funeral Fund	Sean Flesher	G	(120)	
Parks and Countryside	Staffing savings - achievement of vacancy factor	Sean Flesher	G	(1,398)	

Community Safety					
Community Safety	Maximisation of external funding	Paul Money		G	(175)
Community Safety	Achievement of staffing efficiencies	Paul Money		G	(17)
Community Safety	Achievement of base vacancy factor	Paul Money		G	(335)

Directorate Wide

Other Significant Variations					
All	Covid-19 related	All	Covid-19 expenditure/income variations not already shown in action plans above		26,835
All	Staffing	All	Estimated staffing savings		(2,137)
All	Operating expenditure	All	Expenditure savings identified - running costs etc.		(1,865)
ELR	Taxi & Private Hire Licensing	John Mulcahy	Utilisation of earmarked reserve		(159)
All	Other	All	All other variations		1,024

Communities & Environment - Forecast Variation	23,659
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RESOURCES AND HOUSING

FINANCIAL DASHBOARD - 2020/21 FINANCIAL YEAR

PERIOD 11

Overall

The Directorate has a projected overspend at month 11 of £12.8m which is an improvement of £571k from the month 10 position of £13.4m. The improvement can be mainly explained by a £0.75m reduction in the forecast of Authority wide PPE expenditure which has reduced to £4.25m. Within this position, there is a net deterioration of £307k on Housing mainly as a result of increases in accommodation related costs which is partially offset by additional grant funding, a net £67k adverse movement within Finance mainly as a result of an increase in court fees pressure of £162k partially offset by £74k of savings in staffing and running costs, Shared Services has improved by £93k as a result of increased staff and running cost savings. The total COVID related cost/loss of income is £17.5m is partially offset by savings/income of £4.8m comprising staff savings assumptions, additional income and savings in non essential expenditure across all services.

Resources

There is a projected overspend of £1.1m across the Resources group of services, £4.4m of this is due to the adverse impact of COVID partially offset by non COVID savings/income of just under £3.3m. The most significant items are a projected loss of court fees in Finance of £2m, £0.2m estimated cost of operating and providing meals from the Food Warehouse, £0.8m reduction in income to capital projects and other charges. Delays to the implementation of Budget Actions Plans and other COVID pressures in Shared Services are around £0.2m. There are net savings on non COVID related areas of £3.3m, being a combination of savings against vacant posts, savings from ELIs, non essential spend and other running cost savings.

Housing Services

An overspend of £688k is forecast for Housing and is an increase of £207k from the month 10 position. The £307k is a result of a £314k increase in emergency accommodation and related costs partially offset by a £120k increase in Housing Benefit subsidy. The total COVID pressure of £2.9m is partially offset by additional Housing Benefit income of £1.3m and confirmation of £0.9m of Next Step Grant of which an initial estimate is that £670k can be applied against existing pressures. Offsetting this position within the Directorate will be £404k of Tier 3 assumed funding which is being accounted for corporately.

Civic Enterprise Leads (CEL)

The division is projected to overspend by £6.7m with £8.1m attributable to COVID and partially offset by £1.4m of additional income and reduced forecast expenditure. Of the £8.1m COVID pressures, £5.7m is forecast in LBS due to a reduction in income as a consequence of reviewing what services can currently be delivered safely, front line staff self isolating and staff working elsewhere to support COVID related activity. Furthermore an estimate has been made on the impact on efficiency for those operatives working but having to do so to meet the requirements of safe distancing.

In addition, school closures earlier in the financial year and meal take up not returning to expected levels from September, continuing closures of commercial outlets and the provision of emergency meals (grab bags / hampers) to children and following announcement of the latest lockdown is forecast to cost £1.349m in Catering, a small improvement of £12k.

The Authority wide net expenditure on PPE of £4.25m although coded within CEL has been shown separately below.

Budget Management - net variations against the approved budget

				PROJECTED VARIANCES											Total (under) / overspend £'000
	Expenditure Budget	Income Budget	Latest Estimate	Staffing	Premises	Supplies & Services	Transport	Internal Charges	External Providers	Transfer Payments	Capital	Appropriation	Total Expenditure	Income	
	£'000	£'000	£'000	£'000	£'000	£'000	£'000	£'000	£'000	£'000	£'000	£'000	£'000	£'000	
Resources	100,415	(32,613)	67,802	150	(32)	(128)	(121)	133	0	(20)	0	0	(18)	1,118	1,100
Housing	23,148	(15,657)	7,491	(417)	0	1,650	0	0	0	0	0	0	1,233	(545)	688
CEL	148,396	(140,366)	8,030	(3,052)	(110)	(22)	(122)	(102)	0	0	0	0	(3,408)	10,158	6,750
PPE				0		4,250							4,250		4,250
Total	271,959	(188,636)	83,323	(3,319)	(142)	5,750	(243)	31	0	(20)	0	0	2,057	10,731	12,788

Key Budget Action Plans and Budget Variations:

Service	Budget Action	Lead Officer	Comments	RAG	Action Plan Value	Forecast Variation against Plan/Budget
					£m	£m
HOUSING						
Housing	Additional Charges to DFG	Jill Wildman	New structure in Health and Housing in place. No issues expected, but need to keep under review re level of capital spend to justify charges to scheme	G	(0.21)	
CEL						
Leeds Building Services	To ensure the delivery of the targeted return (£10.655m) and ensure service developments and effective productivity improvements.	Sarah Martin	Significant risk turnover won't be delivered with impact of pandemic; Currently £500k/week under recovery	R	0.00	5.65
CPM	Additional charges to capital (staffing)	Sarah Martin	New structure in place during 19/20. No issues anticipated	G	(0.04)	
Facilities Management	Insourcing of Office waste and Voids	Sarah Martin	Insourcing of general waste contract completed, insourcing of voids slipped.	G	(0.08)	
Facilities Management	Review of servicing offer at Merrion Hosue	Sarah Martin	Savings to come from fewer meetings etc as a result of WFH.	G	(0.06)	
Fleet Services	Electric Vehicle replacement and reduction in hire	Sarah Martin	EV vehicle replacement on track and service working to reduce hire. Assue slippage 6 months re COVID	A	(0.33)	
Fleet Services	Generate additional external income from maintenance of external vehicles	Sarah Martin	Covid-19 epidemic has delayed savings and income	G	(0.21)	0.01
Catering	Generate net additional income from expanding commercial offer	Sarah Martin	Aireborough leisure centre completed but affected by closures	R	(0.03)	
Catering	Target saving from reduced reliance on meat based dishes	Sarah Martin	School closures could affect ability to deliver this	R	(0.04)	
RESOURCES						
DIS / Shared Services	Mail and Print Review - Printer rationalisation	Dylan Roberts	This has been done printers required will be in place for end of March and paid from ESP budget 2019/20;	G	(0.25)	
DIS / Shared Services	Mail and Print Review - Reductions in the volume of printing (Colour and B&W)	Dylan Roberts	Work in progress to get volumes down – given that the vast majority of staff are wfh there will be significant reductions in printing. Assuming WFH continues into 2020/21 will bring reduced printing costs in the new year.	G	(0.15)	
DIS / Shared Services	Mail and Print Review - new Print Unit Equipment and LCC wide cost reduction on external spend	Sonya McDonald	Procurement exercise completed. Contract due to be awarded	R	(0.14)	0.07
DIS	DIS Breakfix - reduced external spend	Bev Fisher	This is done - past six months trends show a reduction in costs – no reasons this wouldn't continue.	G	(0.06)	
DIS	Staffing Reduction - DIS Service Desk	Bev Fisher	Not actioned – given the current demand/volume of calls cannot reduce staffing levels in the service desk in the near future or maybe at all. Need to identify alternative actions to offset	G	(0.05)	
DIS	DIS - Health and City Partnerships	Bev Fisher	Done and agreed – signed 12 months contracts with health partners	G	(0.25)	
HR	Staffing reductions	Andrew Dodman	ELI Business case approved. Staff leaving between Mar and Oct; Savings net of ELI costs	G	(0.13)	
HR	Income HR	Andrew Dodman	Charges to academies. Agreed	G	(0.02)	
HR	Ultra Low Emission Vehicles (ULEV)	Andrew Dodman	Anticipate around £10k LCC wide on existing ULEV take up	A	(0.05)	0.05
HR	Apprenticeship Levy (Rolled over 19/20)	Andrew Dodman	This income will not be received. (Will need to identify alternative savings in year & remove from base budget)	R	(0.15)	0.15
Shared Services	E Invoices	Sonya MCDonald	Procurement exercise for technical solution completed	R	(0.15)	0.15
Shared Services	Servicing of meeting savings	Louise Snowden	£200k initial savings; £60k been identified elsewhere. £140k potential issue	R	(0.14)	0.07
DIRECTORATE WIDE						
Directorate Wide	Line by Line Reductions	Various COs	HR £44k (Staff shop, Serv Devt); Legal £100k; Pru Borrowing £60k; S&I £50k; 1N year monitoring of spend	G	(0.31)	
Directorate Wide	Staffing reductions	Various COs	Passengers £87k ELI done; Housing Options £90k (split GF/ HRA)	G	(0.13)	
Directorate Wide	Impact of Covid-19		Additional expenditure/loss of income as a result of pandemic net of £1.3m HB income	R		4.86
	Impact of Covid-20		Pay Award	R		1.04
Directorate/LCC Wide	Impact of Covid-19		PPE Expenditure	R		4.25
B. Other Significant Variations						
Directorate/LCC Wide	All Other variations		Net pressures, vacancy freeze and non essential spend savings	G		(3.51)

Resources and Housing Directorate - Outturn Variation
12.79

**STRATEGIC & CENTRAL ACCOUNTS - 2020/21 FINANCIAL YEAR
FINANCIAL DASHBOARD - PERIOD 11**

Overall :

The overall projection for month 11 for Strategic & Central Accounts shows an underspend of £73.7m.

The dashboard includes a separate row for corporate Covid-related pressures and income, with a total net credit of £100.4m. This position includes £69.5m of government grant support awarded to the council for the impact of Covid (of which £3.4m will be carried forward in reserves), a projected £26.9m compensation grant for lost sales, fees and charges income during the pandemic, and £16.4m use of capital receipts brought forward arising from the Merrion House capital distribution. It also reflects the estimated £12.9m cost of the corporate Early Leavers scheme, less £0.5m to be funded from the flexible use of capital receipts.

The dashboard recognises the potential for a shortfall of £27.9m in capital receipts as a result of the shutdown in the economy due to the Covid 19 lockdown, which would require a corresponding increase in the level of MRP chargeable to revenue. This represents a worst case scenario given the considerable uncertainty in the property market, and a lower shortfall against budget may be achievable. An underspend of £1.3m in the rest of the debt budget is currently forecast.

As a result of the impact of Covid 19 on the local economy, the council anticipates that it will receive significantly more S31 grants as compensation for the additional business rates reliefs given during the year. There will be a corresponding impact on the Collection Fund deficit which the council will have to fund in 2021/22 as a result of these additional reliefs, and thus the additional income (currently projected at £75.9m) will be fully required in 2021/22 and will therefore be carried forward in an earmarked reserve. A reduction of £2.1m has also been recognised in the council's projected business rates levy for the year, as a result of anticipated reduced business rates income. Following the recent government spending review, an additional projected £2.2m of New Homes Bonus grant income has also been recognised.

There is a risk that general and schools capitalisation budget targets will not be met, and as a result the projection shows a potential pressure of £1.3m across the two budgets. Potential underspends of £3.4m in the overall corporate position are shown as a contribution to earmarked reserves.

Budget Management - net variations against the approved budget

	Expenditure Budget £'000	Income Budget £'000	Latest Estimate £'000	PROJECTED VARIANCES										Total (under) / overspend £'000	
				Staffing £'000	Premises £'000	Supplies & Services £'000	Transport £'000	Internal Charges £'000	External Providers £'000	Transfer Payments £'000	Capital £'000	Appropriation £'000	Total Expenditure £'000		Income £'000
Strategic Accounts	(12,988)	(20,089)	(33,078)			1,323						3,474	4,797	(61)	4,736
Corporate Covid issues	0	0	0	12,440							(16,372)	3,432	(500)	(99,933)	(100,433)
Debt	35,747	(17,881)	17,866			(400)					26,876		26,476	57	26,533
Govt Grants	2,161	(27,581)	(25,420)									75,907	73,746	(78,160)	(4,414)
Joint Committees	35,201	0	35,201						7	(2,161)			7		7
Miscellaneous	5,746	(794)	4,952	(139)		(19)							(158)	49	(109)
Insurance	8,764	(8,764)	0			1,236		25				(1,165)	96	(96)	0
Total	74,630	(75,109)	(479)	12,301	0	2,140	0	25	7	(2,161)	10,504	81,648	104,464	(178,144)	(73,680)

STRATEGIC & CENTRAL ACCOUNTS - 2020/21 FINANCIAL YEAR

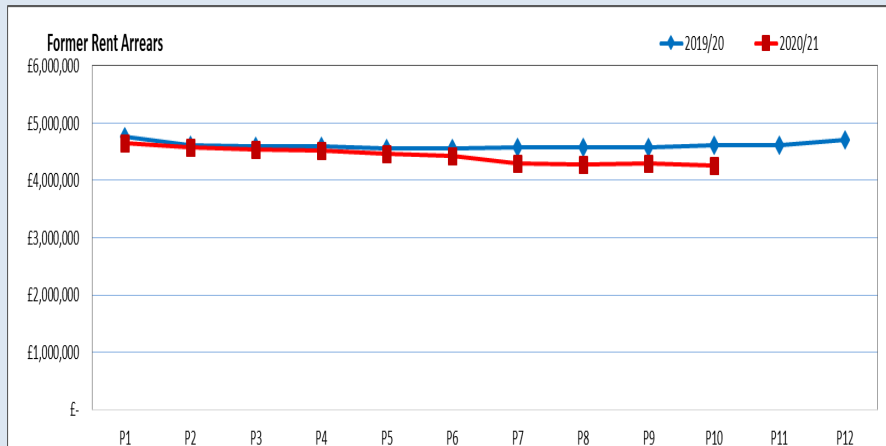
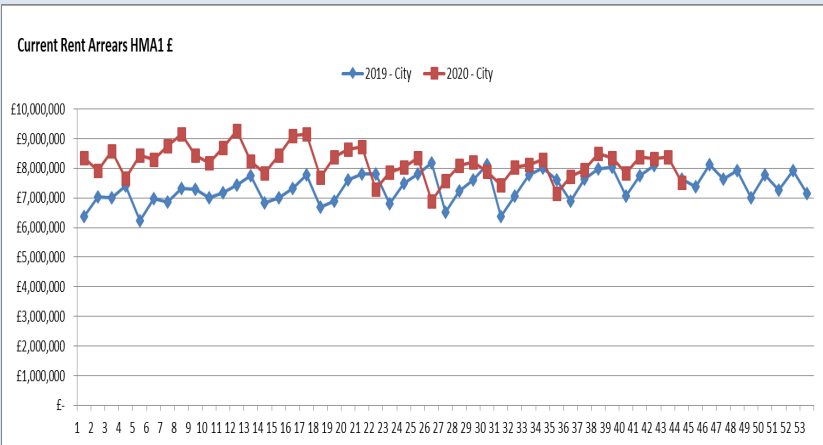
<u>Key Budget Action Plans and Budget Variations:</u>				RAG	Budget	Forecast Variation against Budget
		Lead Officer	Additional Comments		£m	£m
A. Major Budget Issues						
1.	Debt Costs and External Income	Victoria Bradshaw	An underspend on external debt costs is projected	G	20.2	(0.9)
2.	Minimum Revenue Provision	Victoria Bradshaw	The budget relies on the use of capital receipts to repay some debt. Due to the slowdown in economic activity, there is a risk that sufficient capital receipts may not be realised, requiring additional MRP from revenue.	R	14.2	27.5
3.	New Homes Bonus	Victoria Bradshaw	Forecast increased following recent Government Spending Review	G	(4.7)	(2.2)
4.	Business Rates (S31 Grants & retained income)	Victoria Bradshaw	The current forecast is for an additional £75.9m of S31 grant income in relation to business rates. However this will be required to fund the Collection Fund deficit expected to be carried forward to 2021/22, and so will be carried forward in an earmarked reserve.	G	(22.7)	0.0
5.	S278 Contributions	Victoria Bradshaw	Section 278 capital spend and funding is currently projected to be in line with the budget. This represents slippage in spend of £0.4m since period 10.	G	(4.6)	0.0
6.	General capitalisation target	Victoria Bradshaw	There are risks that reductions in non-essential spend may impact on the potential for capitalisation.	A	(3.5)	1.0
7.	Schools capitalisation target	Victoria Bradshaw	There is a risk that this level of capitalisation may not be achieved.	A	(3.7)	0.3
8.	Joint Committees	Victoria Bradshaw	Minor net variations at Period 11	G	35.2	0.0
9.	Covid support grants	Victoria Bradshaw	General Covid support grants totalling £69.5m have been recognised, together with £19.0m of grant in compensation for lost sales, fees & charges income	G	0.0	(99.9)
10.	Early leavers costs	Victoria Bradshaw	Estimated severance costs of £14m and pension strain costs of £2.3m have been included in respect of the corporate ELI scheme	R	0.0	12.9
11.	Use of capital receipts	Victoria Bradshaw	A figure of £17.0m has been recognised for the use of the capital receipt recognised in relation to Merrion House	G	0.0	(16.4)
12.	Flexible use of capital receipts	Victoria Bradshaw	It is intended that £0.5m of the Early Leavers costs included in item 10 above will be capitalised under the flexible use of capital receipts provisions	G	0.0	(0.5)
B. Other Significant Budgets						
1.	Insurance	Victoria Bradshaw	New large claims, partially offset by schools income, have driven overspend to £743k to be funded from insurance reserve.	A	0.0	0.0
2.	Prudential Borrowing Recharges	Victoria Bradshaw	Forecast at Period 11 is in line with budget	G	(16.6)	0.0
3.	Business Rates Levy	Victoria Bradshaw	Pessimistic projection for business rates growth means that the council's levy payable is expected to be below budget	G	2.1	(2.2)
4.	Contributions to earmarked reserves	Victoria Bradshaw	Potential underspends of £3.5m in the overall corporate position will be contributed to earmarked reserves. A further £3.4m of Covid support grant will also be carried forward.	G	0.0	6.8
5.	Miscellaneous	Victoria Bradshaw	Minor net variations at Period 11	G	4.9	(0.1)
Strategic & Central Accounts - Forecast Variation						(73.7)

Housing Revenue Account - Period 11 Financial Dashboard - 2020/21 Financial Year

Summary of projected over / (under) spends (Housing Revenue Account)

Directorate	Current Budget	Projected Spend	Variance to budget	Comments	Previous period variance
	£000	£000	£000		£000
Income					
Rents	(212,140)	(210,385)	1,755	£1,046k Increase in Voids due to Covid 19. £365k pre-covid trend void rate moved from 0.75 to 0.92. £197k Net impact of reduction in RtBs sales offset by ROFR delays. £70k Covid 19 loss of commercial rent. Garages rent pressure £77k.	1,700
Service Charges	(8,484)	(8,410)	74		49
Other Income	(33,772)	(31,179)	2,593	£293k RtB admin income due to Covid 19. £45k Technical cap sals. £626k Civica project team not charged to capital. £250k staff not working on capital schemes due to Covid 19. £593k vacant posts in P&I not charged to cap schemes. £423k Hsg growth posts vacant - offset in emp costs. £180k reduction in Court income due to Covid 19 - offset in Internal Charges. Leeds Pipes pressure £273k. £(112)k Telecoms income.	2,712
Total Income	(254,396)	(249,974)	4,423		4,460
Expenditure					
Disrepair Provision	1,400	3,530	2,130	Increase in case numbers and average costs.	2,000
Repairs to Dwellings	45,081	40,881	(4,200)	Covid 19 impact.	(3,200)
Council Tax on Voids	778	1,022	244	Covid 19 impact due to void level.	244
Employees	31,402	29,973	(1,429)	Hsg Mgt £(1,520)k, P&I £(814)k, Hsg Growth £(320)k, Technical £42k. £1,183k Severance costs and pension strain for employees leaving before end of 20/21.	(1,406)
Premises	8,202	8,144	(58)	Naviagtion House Delapidation work. Gas and water savings £(166)k.	(4)
Supplies & Services	3,835	3,456	(379)	ICT savings review plus WFH and line by line review savings.	(352)
Internal Services	44,064	43,907	(157)	£575k Civica DIS staff not charged to capital. £(180)k reduction in charges for Court cost - offset in internal Income. £(16)k PFI movement. £(177)k Leeds pipes reduction in consumption. £(243) CCTV recharge. £211k Disrepair legal costs. £(376)k grounds maintenance. £100k Community Hubs. £(50)k other internal charges.	124
Capital Programme	60,550	45,777	(14,773)	Estimated £15m reduction in transfer to capital due to slippage in the programme. £9.6m transfer to capital reserve, £5m funding other pressures.	(15,066)
Unitary Charge PFI	10,417	10,651	234	To reflect movement on PFI.	234
Capital Charges	44,334	44,333	(1)		(1)
Other Expenditure	5,739	5,689	(50)	Provision for bad debt £207k pressure. £(147)k transport saving due to Covid 19. £(71)k Reduced Community Payback payments due to Covid 19.	(50)
Total Expenditure	255,800	237,362	(18,439)		(17,477)
Net Position	1,404	(12,612)	(14,016)		(13,016)
Appropriation: Sinking funds	(216)	173	389	Movement in PFI - offset above.	389
Appropriation: Reserves	(1,188)	2,839	4,027	Revised use of EIT reserve. £3.9m Transfer to Repair / Direpair reserve.	3,027
(Surplus)/Deficit	0	(9,600)	(9,600)		(9,600)
Proposed New Reserves			-		-
Transfer to Capital Reserve		9,600	9,600	Transfer to Capital Reserve	9,600
Total Current Month	0	(0)	(0)		0

Housing Revenue Account - Period 11 Financial Dashboard - 2020/21 Financial Year



Change in Stock	Budget	Projection
Right to Buy sales	(645)	(414)
Right of First Refusals/ Buybacks	65	38
New Build (Council House Growth)	80	75
Total	(500)	(301)

Right to Buy Receipts	2019/20 Actual	2020/21 Projection
Total Value of sales (£000s)	33,931	23,468
Average Selling Price per unit (£000s)	55.4	56.7
Number of Sales	612	414
Number of Live Applications	1,333	1,458

Arrears	2019/20	2020/21	Variance
	£000	£000	£000
Dwelling rents & charges	2019/20 Week 44	2020/21 Week 44	
Current Dwellings	7,644	7,535	(108)
Former Tenants	4,609	4,262	(347)
	12,253	11,798	(455)
Under occupation	2019/20 Week 53	2020/21 Week 44	
Volume of Accounts	3,051	2,747	(304)
Volume in Arrears	1,198	1,009	(189)
% in Arrears	39.3%	36.7%	-2.5%
Value of Arrears	197	161	(37)
Collection Rates	2019/20 Week 53	2020/21 Week 44	
Dwelling rents	96.43%	96.28%	-0.2%
Target	97.50%	97.50%	0.0%
Variance to Target	-1.07%	-1.22%	-0.2%

Housing Revenue Account - Period 11 Financial Dashboard - 2020/21 Financial Year

Projected Financial Position on Reserves	Reserves b/f	Use of Reserves	Contribution to Reserves	Closing reserves
	£000	£000	£000	£000
HRA General Reserve	(6,495)	0	0	(6,495)
Earmarked Reserves				
Welfare Change	(807)	653	0	(154)
Housing Advisory Panels	(507)	0	0	(507)
Sheltered Housing	(2,777)	0	0	(2,777)
Early Leavers' Initiative	(408)	408	0	0
Wharfedale View	(23)	0	0	(23)
Changing the Workplace	(151)	0	0	(151)
ERDMS	(257)	0	0	(257)
Proposed Repair / Disrepair Reserve	0	0	(3,900)	(3,900)
	(4,930)	1,061	(3,900)	(7,769)
PFI Reserves				
Swarcliffe PFI Sinking Fund	(1,474)	0	(1,346)	(2,820)
LLBH&H PFI Sinking Fund	(6,025)	1,173	0	(4,852)
	(7,499)	1,173	(1,346)	(7,672)
Capital Reserve				
MRR (General)	(8,278)	49,628	(50,949)	(9,600)
MRR (New Build)	(1,105)	808	0	(297)
	(9,383)	50,437	(50,949)	(9,896)
Total	(28,308)	52,671	(56,195)	(31,832)