

***OVERVIEW AND SCRUTINY PERFORMANCE AND VALUE FOR MONEY SELECT COMMITTEE***  
***Overview & Scrutiny Committee***  
***Agenda***

Date Thursday 1 October 2020

Time 6.00 pm

Venue Virtual Meeting

[https://www.oldham.gov.uk/info/200608/meetings/1940/live\\_council\\_meetings\\_online](https://www.oldham.gov.uk/info/200608/meetings/1940/live_council_meetings_online)

Notes 1. DECLARATIONS OF INTEREST- If a Member requires advice on any item involving a possible declaration of interest which could affect his/her ability to speak and/or vote he/she is advised to contact Paul Entwistle or Constitutional Services at least 24 hours in advance of the meeting.

2. CONTACT OFFICER for this agenda is Constitutional Services, email [Constitutional.Services@oldham.gov.uk](mailto:Constitutional.Services@oldham.gov.uk)

3. PUBLIC QUESTIONS - Any Member of the public wishing to ask a question at the above meeting can do so only if a written copy of the question is submitted to the contact officer by 12 noon on Monday, 28 September 2020. The question will be read out by the Chair and a response will be provided at the meeting.

4. FILMING – This meeting will be recorded for live and/or subsequent broadcast on the Council's website. The whole of the meeting will be recorded, except where there are confidential or exempt items and the footage will be on the Council's website. This activity promotes democratic engagement in accordance with Section 100A(9) of the Local Government Act 1972. The cameras will focus on the proceedings of the meeting.

Recording and reporting the Council's meetings is subject to the law including the law of defamation, the Human Rights Act, the Data Protection Act and the law on public order offences.

MEMBERSHIP OF THE OVERVIEW AND SCRUTINY PERFORMANCE AND VALUE FOR MONEY SELECT COMMITTEE  
Councillors Ahmad (Chair), Phythian (Vice-Chair), Stretton, Salamat, Byrne, Haque, Harkness and Shuttleworth

Item No

1 Apologies For Absence

2 Urgent Business

Urgent business, if any, introduced by the Chair

3        Declarations of Interest

To Receive Declarations of Interest in any Contract or matter to be discussed at the meeting.

4        Public Question Time

To receive Questions from the Public, in accordance with the Council's Constitution.

5        Minutes of Previous Meeting (Pages 1 - 10)

The Minutes of the Performance and Value for Money Select Committee held on 27<sup>th</sup> August 2020 are attached for approval.

6        Minutes of the GMCA Economy, Business Growth and Skills Overview and Scrutiny Committee (Pages 11 - 20)

The minutes of the GMCA Economy, Business Growth and Skills Overview and Scrutiny Committee meeting held on 10<sup>th</sup> July 2020 are attached for noting.

7        Minutes of the GMCA Housing, Planning and Environment Overview and Scrutiny Committee (Pages 21 - 26)

The minutes of the GMCA Housing, Planning and Environment Overview and Scrutiny Committee meeting held on 29<sup>th</sup> July 2020 are attached for noting.

8        Council Performance Report June 2020 (Pages 27 - 66)

9        Finance Update - Revenue Monitor and Capital Investment Programme 2020/21 (Month 4 - July 2020) (Pages 67 - 114)

10      Employee Attendance, Workforce COVID Response and Fit for Oldham Programme (Pages 115 - 130)

11      Key Decision Document (Pages 131 - 148)

12      PVFM Select Committee Work Programme (Pages 149 - 158)

13      Date and Time of Next Meeting

The date and time of the next PVFM Select Committee meeting will be Thursday, 12<sup>th</sup> November 2020 at 6.00 p.m.



**Present:** Councillor Phythian (Vice-Chair, in the Chair)  
Councillors Stretton, Salamat, Byrne, Harkness and Shuttleworth

Also in Attendance:

Anne Ryans	Director of Finance
Matthew Bulmer	Programme Director - Opportunity Area
Andy Collinge	Head of School Support Services
Lori Hughes	Constitutional Services
Gerard Jones	Managing Director Children and Young People
Chris Kelsall	Unity Financial Controller
David Shaw	Assistant Director SEND
Councillor Abdul Jabbar MBE	Cabinet Member for Finance and Green
Councillor Shaid Mushtaq	Cabinet Member for Education

#### 1 **APOLOGIES FOR ABSENCE**

Apologies for absence were received from Councillor Ahmad and Councillor Haque.

#### 2 **URGENT BUSINESS**

There were no items of urgent business received.

#### 3 **DECLARATIONS OF INTEREST**

Councillor Byrne declared a personal interest at Items 9 and 10 by virtue her role as a Governor at Saddleworth School.

Councillor Phythian declared a personal interest at Items 9 and 10 by virtue of his role as a Governor at St. Paul's Primary School, Royton.

Councillor Stretton declared a personal interest at Items 9 and 10 by virtue of her role as a Governor at Limehurst Primary School.

Councillor Shuttleworth declared a personal interest at Items 9 and 10 by virtue of his role as a Governor at Limehurst Primary School.

#### 4 **PUBLIC QUESTION TIME**

There were no public questions received.

#### 5 **MINUTES OF PREVIOUS MEETING**

**RESOLVED** that the minutes of the Performance and Value for Money Select Committee held on 25<sup>th</sup> June 2020 be approved as a correct record.

#### 6 **MINUTES OF THE GMCA CORPORATE ISSUES AND REFORM OVERVIEW AND SCRUTINY COMMITTEE**

**RESOLVED** that the minutes of the GMCA Corporate Issues and Reform Overview and Scrutiny Committee meeting held on 16<sup>th</sup> June 2020 be noted.



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7 **MINUTES OF THE GMCA ECONOMY, BUSINESS GROWTH AND SKILLS OVERVIEW AND SCRUTINY COMMITTEE**

**RESOLVED** that the minutes of the GMCA Economy, Business Growth and Skills Committee meeting held on 12<sup>th</sup> June 2020 be noted.

8 **MINUTES OF THE GMCA HOUSING, PLANNING AND ENVIRONMENT OVERVIEW AND SCRUTINY COMMITTEE**

**RESOLVED** that the minutes of the GMCA Housing, Planning and Environment Committee meetings held on 11<sup>th</sup> June 2020 and 9<sup>th</sup> July 2020 be noted.

9 **DELIVERY OF ADDITIONAL SCHOOL PLACES AND ADMISSIONS**

The Select Committee gave consideration to a report which provided information and an update on the delivery of additional school places and admissions.

The report provided an update on the delivery of additional school place and the work of the Admissions team which included the following:

- Pupil Numbers;
- Allocation of school places by preference;
- The percentage of residents who were offered a school place of choice (1<sup>st</sup>, 2<sup>nd</sup> and 3<sup>rd</sup> preferences);
- The number of parents who missed the school places application deadline;
- An overview of schemes and initiatives designed to assist parents when applying for a school place;
- Overview of the current school place plans; and
- Future plans to increase parental choice.

The demand for school places in Oldham had increased significantly, in 2019 there were around 42,000 school age children, by 2024 this will have increased to 45,000 and by 2028 to almost 47,000 pupils. The Council had a statutory role to ensure that every child in the borough had a school place. The Council had an Education Provision Strategy for 2020 to 2024 which outlined the approach to school places.

The report detailed School Allocation Data for both primary and secondary schools. In 2019, 91% of parents had been allocated a place in their referred first choice of primary school. In 2020, 75% of parent had been allocated a place in their preferred first choice of secondary schools. There had been increasing pressure on place in the secondary sector in recent years due to an increasing population and the rapid expansion on a number of primary schools and the closure of two

secondary schools. Further works was being undertaken to provide additional places in Oldham which were outlined in the report.

Members were informed that late applications would run to the end of August, to the year's final total was not yet know. However, when compared to the secondary late applications from the previous year's figures, it was very encouraging. The Admissions Teams had worked to chase up partly completed applications, increased market and reintroduced their attendance at open evenings. Constant communications also took place between the team and primary schools to increase focus on families who had not applied for school places. The school admissions website contained comprehensive information and advised parents of 'help' sessions that were available. Support had halted when national lockdown measures had been introduced. The admissions team call parents pack who need to speak whilst the working from home arrangements were in place which was running well.

Members were informed about the number of underperforming secondary schools which was having an impact on preferences, two new secondary schools were in the pipeline.

Members sought and received clarification on ward preferences. Members referenced the information regarding the closure to two secondary schools and recommended that clarification be provided that two should were not maintained but were free schools over which the local authority did not have control.

Members commented favourably on the out of borough places which had reduced by 18%. Members sought information regarding the increase in EHC plans and were informed that there was an increase in numbers being identified by the SEND team and better assessments being undertaken.

Members were informed that it was not just about buildings but the quality of schools and making sure the quality of teaching and learning in Oldham was sustainable which the Council could control.

Members were informed that understanding the process of applying for a school place needed clarification. Also, the perception of good schools needed clarification.

Members asked for further information on the appeals process and were informed about the individual sessions and the guidance being followed this year as the appeals were online and were difficult to assess. Members were informed about the work done by the Attendance Team to address late applications which had reduced the number of appeals and expressed thanks for the work which had been done.

**RESOLVED that:**

1. The update on the Delivery of School Places and Admissions be noted.
2. The PVFM Select Committee received an update in 12 months' time.

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### **UPDATE ON THE SPECIAL EDUCATION NEEDS AND DISABILITY (SEND) INSPECTION REVISIT**

The Select Committee were provided an update on progress to date which addressed the two remaining recommendations from the Written Statement of Action (WSOA) that had formed the priorities identified in the Accelerated Progress Plan (APP) being monitored by the Department for Education (DfE).

Following the reinspection in September 2019 and the identification of two remaining areas which required improvement, the APP was developed to ensure significant improvement continued to be made in relation to Area 3 (Education, Health & Social Care) (EHC) process and quality of plans) and Area 5 (Achievement of children and young people with SEND, including the high rates of fixed term exclusion and persistent absenteeism). The final draft of the APP was submitted to the DfE in March 2020 including 6 and 12 month milestones due to the rapidly escalating Coronavirus situation.

Due to the closure of all schools in England on 18<sup>th</sup> March 2020, the cancellation of national performance tables and national examinations for all key stages, it was not possible to review progress against the impact measures and milestones for Area 5 this academic year. It was recommended to the DfE Advisor in June 2020 that the actions identified in Area 5 should be amended and updated to reflect the changes and significant challenges presented by the Coronavirus situation ahead of schools returning in the Autumn term. This update was completed and shared with the DfE. The meeting on 31<sup>st</sup> July 2020 was positive and demonstrated the progress made to address the two remaining areas. A follow up meeting was arranged with the DfE Advisor to discuss and confirm the formal approval process for the APP and agreed access to DfE funded training for members of the partnership.

Despite the challenges of the Coronavirus situation, actions related to Area 3 had proceeded at pace through creative approaches, with the clear message of 'business as usual'. The fixed term additional team which delivered the annual review recovery plan had now been trained, inducted and were producing high quality EHC plans following annual reviews. The main education, health and care plan team continued to work effectively. Co-productive work continued across the partnership to provide challenging but constructive feedback to improve working practices and the quality of information included in the EHC plans. The quality assurance visit from the DfE SEND Advisory Team on 31<sup>st</sup> July 2020 confirmed this view.

The Select Committee were provided an example of the transformation journey taking place which was the national timeliness indicator. The number of EHC plans issued within 20

weeks based upon the DfE published data for the 2019 calendar year. The following improvement was shown:

- Excluding Exceptions – 43<sup>rd</sup> of 151 nationally, compared to 140<sup>th</sup> last year. Higher than 8 of the authority's statistical neighbours.
- Inclusion Exceptions – 47<sup>th</sup> of 151 nationally, compared to 139<sup>th</sup> last year. Higher than 8 of the authority's 10 statistical neighbours.

It was anticipated that due to the disruption caused by the Coronavirus situation, the SEND strategy would be updated in the Autumn term to reflect the current evaluation of emerging trends and priorities in the Autumn term ready to become operational from January 2021 – March 2024.

Members were asked to note the improvement around the quality of the EHC plans and engagement of parents in different ways. The accelerated progress plans had been reviewed and amended. Work continued to prepare for schools going back in September. Members were asked to note the meeting with the DfE Adviser and that the formal official process was still paused.

Members congratulated the SEND team on the improvements to EHC plans. The 96% figure was confirmed. The team had embraced different ways of working which included a session on the parent/carer forum which allowed feedback at the forum prior to escalation. The team were working hard to ensure that the figure remained high. Members were informed about particular issues during the Covid period around SEND and a range of issues related to vulnerable pupils. The delivery of the service was a budget pressure to be addressed.

SEND would be driven by the written statement of action, when the statement of action was delivered, good practice and culture would be embedded and not just driven by Ofsted but would part of the delivery of narrowing the achievement gap and for the maximum potential to be achieved.

**RESOLVED that:**

1. The Local Partnership be commended for the significant improvement in the timeliness identified in the national data and the ongoing improvements to quality and consistency of EHC plans being delivered and quality assured through effective partnership.
2. An update report be provided to the PVFM Select Committee in February 2021 on the revisions made to the APP and progress made to address the two areas of the original written statement of action not signed off in the revisit letter.

Consideration was given to the Unity Partnership Limited Annual Report for 2019/20.



Unity Partnership (the Company) was a separately legal entity that was governed under the regulations laid down in the Companies Act and within the Articles of Association for the Company. There were regular updates on service delivery, financial reporting and performance provided to the directors of the company at Board meetings and periodically to the Shareholder Committee, which also considered matters and decision that were reserved to the Shareholders.

There was a requirement to deliver a summary of Company key activity and performance to Shareholders following the end of the year. This was separate to the formal Annual Return and Full Company Accounts for a Limited Company which was required to be sent to Companies House as directed under the Companies Act 2006.

A consolidated End of Year Annual Report has now been produced for the full 2019/20 period which had been considered and approved by the Board of Directors and shared with the Shareholder Committee.

The following was highlighted to members:

- 2019/20 had been a successful year with a change in culture from profit driven to service delivery;
- In financial terms, a dividend of £1.35m had been generated; in addition to a saving of £250k;
- Highways Design, Engineering and Traffic Network had a very large capital programme;
- Response to service requests had fallen due to the impact of COVID but was now back up to 90%;
- Property management were designing strategy to rationalise assets and delivery major schemes;
- Council tax and business rate collection was below target, extra resources had been brought in. COVID had made collection more challenging and would be a major focus;
- A new payroll system was due to come into services, the implementation had been delayed due to COVID but should be in place in November;
- IT had been delivered and included deployment of new pcs and Office 365 which had enabled home working; and
- Unity had employed 19 apprentices and 17 work experience placements which had been successful.

COVID-19 had impacted on a few projects which had been put on hold and affected income. The year had set a strong foundation for future delivery with most performance objectives achieved with exceptions.

Members asked about the implementation of the new payroll system and the costs incurred in terms of the previous A1 system. The information was not available. The biggest issue was the transfer of data between systems. There would be two parallel runs before going live in November. If the run in October did not work, this would be re-evaluated. Until there was a successful run, the new system would not go live. Members questioned if all payroll would be transferred at the same time and it was clarified that the Council and teaching payroll would go live together. MioCare and Unity may be postponed.

Members asked about the significant rise in sickness due to mental health and stress and the possible cause. Members were informed that health and wellbeing was promoted. The particular reason was not known, but there was a lot of face-to-face contact and training had been introduced on the protection of staff. This had changed since COVID with remote. The sickness issue was being reviewed.

Members sought and received clarification on the purchase of Unity.

Members congratulated Unity on the quality of services addressing flooding and highways.

Members sought information on the collection of debts and how this was being addressed. Members were informed that reminders were currently being sent. Enforcement services were not currently taking place. Unity was ensuring that resources were available to ensure that benefit changes were processed quickly. The Council were working with Unity to address the issue of collection rates which was in a challenging position as the normal process could not be pursued. There was an initiative to be proactive in text messaging with reminders to pay. There was a payment holiday if needed in April, May and June but payments recommenced in July and reminders were being sent. In overall terms, performance on collection was not one of the highest and did require a lot of effort to work collaboratively to put improvements in place. It was noted that there were more people entitled to benefits and the amount of council tax to be collected reduced.

**RESOLVED** that the Unity Partnership Limited End of Year Reports including the summary of performance be noted.

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**FINANCE UPDATE - BUDGET 2020/21 AND 2021/22 AND REVENUE MONITOR AND CAPITAL INVESTMENT PROGRAMME 2020/21 (QUARTER 1 - JUNE 2020)**

The Select Committee gave consideration to a report of the Director of Finance which provided an update on the deployment of additional revenue and capital grants received in 2020/21 and advised of the financial challenge for the Council arising from the COVID-19 pandemic. The Select Committee were also provided with an update on the Council's 2020/21 forecast revenue budget position and the financial position of the

capital programme as at 30 June 2020 (Quarter 1) together with the revised capital programme 2020/25. The reports had been included on the Cabinet agenda on 24<sup>th</sup> August 2020.

The report was presented with two appendices which enabled the review of the financial position of the Council.

The Financial Update – Budget 2020/21 and 21/22 were attached at Appendix 1 of the report and provided detail of the additional grant funding which had been received since the Cabinet meeting of 23 April 2020 that included the range of significant grants to provide support related to the COVID-19 pandemic. Details was also provided on the financial information that the Council provided to the Ministry of Housing, Communities and Local Government (MHCLG) on a monthly basis and the on-going impact of COVID-19 on the financial position of the Council in 2020/21 and future years.

The Revenue Monitor and Capital Investment Programme 2020/21 Quarter 1 report attached at Appendix B of the report presented the current forecast outturn position for 2020/21. Information on the Quarter 1 position of the Dedicated Schools Grant (DSG), Housing Revenue Account (HRA) and the Collection Fund was also outlined in the report. The report also outlined the most up-to-date capital spending position for 2020/25 for approved schemes.

The reports enabled the Select Committee to review how the Council was dealing with the financial challenge of the COVID-19 pandemic, how the various additional grants had been applied and how that translated to the forecast revenue budget position for 2020/21 and future years.

Cabinet at its meeting on 23 April 2020 considered and approved a report which provided a financial update and an outline of a range of grants that had ben received from Central Government. The report attached at Appendix A provided an update on the information and details of the most recent:

- COVID related unringfenced revenue grants received
- COVID related ringfenced revenue grants received
- Other ringfenced revenue grants
- Other unringfenced revenue grants
- Capital grants including those received since April

The report advised on the impact of COVID-19 on the financial position of the Council. The July return to MHCLG highlighted an in-year pressure of £17.112m in excess of funding currently available. There was also the requirement to increase the budget reduction target for 2021/22 and the measure that were being taken in 2020/21 to control expenditure given the financial pressure in year presented by the response to the pandemic. The Cabinet Member for Finance and Green introduced the report and included information related to the grants which had been received, the allocation of the grants and the projected

deficit of £30m for 2020/21 and an anticipated gap of £41m in the following year.



Members were informed that the position of the authority was not as anticipated when the budget was set in February from both an operational and financial perspective. In the context of the financial challenge, the amount of expenditure was being reviewed as well as the impact of the lost income. The financial pressures were highlighted with a focus on adult and children social care, costs associated with waste collection disruption, and the impact on capital and treasury because of interests in dividend income. The Dedicated Schools Grant (DSG) remained in deficit, the grant had not been impacted by COVID but needed to be brought back into balance. The Housing Revenue Account (HRA) had not been impacted particularly. The collection fund had a deficit. The Capital Programme reflected an increase in the grant but had seen little movement in the financial year and was being monitored.

Members raised a question related to the Minister's letter which was appended to the report which stated at the outset that funding would be provided asked how accurate the statement was. Members were informed that initially the government had said funding would be provided, then further information was later received about sharing the burden. There would not be full compensation for commercial income. This had led to the £30m reduction in the budget on top of losing £215m over the austerity period. There was a difficult financial challenge. Letters had been sent to the Government from the Leader of Council, Cabinet Member for Finance and Green, the Greater Manchester Mayor and MPs.

Members asked a question related to business rates and the Autumn spending review, referred to the motion at the Council meeting in July and the petition which challenged the government and asked if there had been any response and the use of reserves being sustainable based on current projections. Members were informed that with regard to financial sustainability there were sufficient reserves. There were also management actions in place to reduce expenditure. The S.151 Officer would determine the judgement. Assumptions were being made related to government funding which would need to be revisited. Reserves could only be used once. Members were informed of a local authority who had approached the MHCLG for support in a financially challenged position which included an option to capitalise expenditure. CIPFA had issued guidance on issuing notices.

Members asked it was fair to say that this was another u-turn and put local authorities in the firing line. Members were informed that no response had yet been received from government. Local government had borne the brunt of the cuts with many authorities at breaking point. Local services were co-ordinated by Councils during the pandemic and had played a key role on a daily basis.

**RESOLVED** that the Select Committee note the financial position of the Council as outlined in the report and the information provided.

13      **PVFM WORK PROGRAMME**

The PVFM Select Committee gave consideration to the Committee's work programme.

**RESOLVED** that the PVFM Select Work Programme be noted.

14      **KEY DECISION DOCUMENT**

The PVFM Select Committee gave consideration to the latest published Key Decision Document.

**RESOLVED** that the Key Decision Document be noted.

15      **DATE AND TIME OF NEXT MEETING**

**RESOLVED** that the date and time of the next Performance and Value for Money Select Committee to be held on Thursday, 1<sup>st</sup> October 2020 at 6.00 p.m. be noted.

The meeting started at 6.00 pm and ended at 7.50 pm

**MEETING OF THE GREATER MANCHESTER COMBINED AUTHORITY (GMCA)  
ECONOMY, BUSINESS GROWTH AND  
SKILLS OVERVIEW AND SCRUTINY COMMITTEE  
FRIDAY 10 JULY AT 10.15 AM VIA WEBCAST**

Present:	Councillor Michael Holly (in the Chair)
Bolton:	Councillor Samantha Connor Councillor Susan Haworth
Bury:	Councillor Mary Whitby
Manchester:	Councillor Greg Stanton
Oldham:	Councillor George Hulme
Rochdale	Councillor Daniel Meredith Councillor Raymond Dutton
Salford:	Councillor Jim King
Stockport:	Councillor Becky Senior
Trafford:	Councillor Barry Brotherton
Wigan:	Councillor Charles Rigby Councillor Michael Winstanley

**In attendance**

	Clr Elise Wilson, GMCA Portfolio Lead for Economy
GMCA	Joanne Heron, Statutory Scrutiny Officer
GMCA	Gemma Marsh, Director of Skills (Policy, Strategy & Delivery)
GMCA	Simon Nokes, Executive Director of Policy and Research
GMCA	Paul Harris, Senior Governance & Scrutiny Officer

**E13/20 APOLOGIES FOR ABSENCE**

An apologies for absence was received from Clr Basat Sheikh who was unable to access the meeting due to a technological issue.

**E14/20 CHAIR'S ANNOUNCEMENTS AND URGENT BUSINESS**

There were no items of urgent business reported.

**E15/20 DECLARATIONS OF INTEREST**

There were no declarations of interest received.

**E16/20 MINUTES OF THE MEETING HELD ON 12<sup>TH</sup> JUNE 2020**

The minutes of the meeting held on 12<sup>th</sup> June 2020 were submitted for approval.

The Chair reminded Members of their requirement to complete their Annual Declaration of Interests.

**RESOLVED:**

That the minutes of the last meeting held on 12<sup>th</sup> June 2020 be approved as a correct record.

**E17/20            IMPACT OF COVID 19 IN RELATION TO THE GM ECONOMY, BUSINESS GROWTH AND SKILLS**

The Chair extended a welcome to Councillor Elise Wilson, GMCA Lead Member for Economy, who introduced her portfolio role, the challenges that this brings and her enthusiasm for the role.

A verbal update on the work taking place to understand the unprecedented impact of Covid 19 to the GM economy was provided. Councillor Wilson explained that the Brexit Monitor had evolved to provide an economic dashboard in order to monitor what is going on with the economy and to understand where the difficulties lie, not only in response to Covid but also the relationship with the EU and the world in general.

Councillor Wilson picked out that the dashboard identified a particular concern that unemployment claimant count had increased 90% across Greater Manchester between March and May 2020. In addition, in excess of 326,000 people were currently on furlough leave and clarity is needed on what will happen with this cohort.

The Government had provided announcements in relation to investment for VAT, infrastructure projects, employment kick start, support to restaurant sector which are welcome. Vigilance still needed as the virus has not gone away with track and trace roll out to avoid any potential local lockdown measures being introduced.

Manchester Airport remains a key gateway for the growth of Greater Manchester and the North of England.

Councillor Wilson outlined the work of the Growth Board to input in to plans going forward and the work of the GM Local Enterprise Partnership.

Councillor Holly highlighted the work of the Growth Company in support the work of local councils. The Growth Company has provided advice and support for thousands of small businesses.

John Wrathmell, GMCA provided further details on the impacts that we are seeing, the response at GM level and the recent Government announcement. The following matters were highlighted:-

- Claimant numbers in GM was on average and increase of 90%. This is lower than the national average of 110%. Two districts, Trafford and Stockport saw an increase of 100%.

- 326,000 (25%) of GM employees were included in furlough schemes which is lower than the national average. The greatest number of these participants was in Manchester (62,000) however, proportionally, Bolton has the larger number of participants (26.8%).
- Growth Company and Chamber of Commerce are undertaking weekly surveys to understand the impact on business. All firms have suffered some impact mainly regarding a decrease in sales and cashflow.
- Bankruptcy levels have remained fairly low which indicates that local and national schemes to support businesses have helped but may create issues once this support is removed.
- The Chamber of Commerce survey identified the biggest impact was on hospitality, retail and wholesale businesses. The number of export documents was down by 25% also.
- In relation to support to businesses, the committee noted that £517 million in grants has been paid out to businesses by GM authorities. The Growth Hub has dealt with 6,000 enquiries and set up a GM Employ website to link people out of work with businesses.
- Public confidence was important and a number of campaigns have been set up to support people back on to transport safely and to attract people back in to the city region.
- In terms of the Government fiscal statement it was noted that for infrastructure, an £81 million Brownfield Housing Fund has been devolved to GM and other Mayoral Combined Authorities. A further £54 million for shovel ready sites to help provide stimulus.
- Addition funding from the Towns Fund process where Bolton, Cheadle, Oldham and Rochdale each receiving £500,000 to £1million.
- Funding of £10 million had been received for improvements to rail infrastructure in GM.
- In relation to jobs, the kick start scheme to support young people and the expansion of the work and health programme, GM can play an import park in this with the existing devolved structures in place. Discussions are asking place with the Government on this.
- A summary of the Government announcements was to be shared with the Committee.

### **Questions and Comments**

A Member enquired as to what extent has the combined, amplifying effect of Covid 19 and the UK leaving the European Union had on the economy, particularly in light of the prospect of a second spike occurring close to the end of the transition period? In response, Councillor Wilson, highlighted the unprecedented situation we were living in and suggested that it was imperative that a holistic view is explored. The Brexit monitor dashboard provides detailed information and in addition, the GM Covid 19 Committee has been established to explore and monitor areas of concern and to understand the impact on the economy.

A particular focus on skills to develop confidence for individuals and create the confidence for investment.

A Member asked if an extrapolation can be provided on what the number of job losses that will entail as part of this crisis in order for planning to be undertaken? In addition the Member also sought details on what is being done to level up those areas that have been left behind to support small businesses? The Member highlighted that during the previous financial crisis in 2008, there was a reluctance from banks to support small businesses there needs a strategy that makes sure this doesn't happen again. In response, it was noted that it is very difficult to put a number on predicted job losses but forecasting was taking place. In terms of levelling up, Councillor Wilson highlighted the ongoing, targeted work taking place in the Growth Company on where there was a need to focus. To do this, it was suggested that government support to deliver local levelling up ambitions was needed. Local input is important to identify ensure resources go in the right areas to Build Back Better and drive recovery.

In terms of jobs, it was noted that this is an unprecedented economic shock and no one can be sure on its impact on jobs but it is inevitable that there will be a significant increase in job losses. Members noted that GMCA is working to model the extent of those individuals on furlough schemes or receiving self-employed support and how many will have jobs to return to.

Members also noted that there will be data on the Office of National Statistics on the latest job losses figures.

A Member sought clarification on how GM is placed across the Northern Powerhouse given previous pan-northern contraction in growth pre-Covid. It was noted that regional data shows growth contractions in GM's neighbouring regions. In response, officers noted that the GM city region went in to the crisis with a comparatively strong economy. It benefits from a diverse economy which provides a stronger position when compared to other Northern regions. Despite this there are significant job losses but in comparison lower than many areas.

A Member suggested that GM as a region is in a good place to build back better and thanked officers. The Member enquired if the economic dashboard referred to in the earlier discussion can be shared with Members. In terms of Building Back Better, is the digital offer provide better infrastructure and accessibility for residents, schools and children? The Member highlighted that one of the great indicators of inequality is access to internet and Wi-Fi. In responding, Councillor Wilson noted that the Economic Dashboard is reported to GMCA and is therefore a public document will be shared. The next dashboard will be published at the end of July.

In terms of Building Back Better, Councillor Wilson reiterated that GM is well placed to do so because of its diverse economy base but acknowledged that there is a long and challenging road ahead.

Councillor Wilson highlighted the work of the Independent Prosperity Review and Local Industrial Strategy which provide focus drive for growth in GM. In particular, the potential for the development of the Cyber Economy in GM to be a world leading centre for cyber remains an ambition and can help drive growth.

Councillor Wilson highlighted the work across GM to support inequality and closing the gap. This has included providing funding and local targeting to pupils to access digital

equipment to maintain studying and help people to be digitally enabled. Young people need to go back to school to avoid having a lost generation. Education is the source of everything to avoid inequality. Need to invest in people, to allow them to have the skills we need and resilience in this uncertain time.

A Member enquired if there are any GMCA policies in place to support businesses and people back in to work following furlough. In response, Councillor Wilson welcomed the furlough scheme and the support it provided although it didn't support everyone. A more agile scheme should be explored by Government. Councillor Wilson explained that getting people in to work is a priority area for GM. Members noted the work regarding the Devolved Adult Education Budget and the skills initiatives that have been led by Councillor Sean Fielding. Particular sectors/work streams have been identified as areas of growth such as digital, green and health.

A Member suggested that a site in Spotland Rochdale be included in the Brownfield Site Funding. Councillor Wilson noted that there are specific criteria and conditions associated with this funding. GM remains ambitious to deliver Brownfield first ambitions at pace across the city region.

A Member suggested that in terms of rail infrastructure funding the congested Leeds Manchester corridor be improved.

A Member enquired if the £81 million Brownfield Sites Funding is reliant on house building or is it more flexible. In response, Councillor Wilson noted that there were specific conditions associated with the funding. Housing will be crucial for this. The funding will help to kick start jobs in the region but a holistic approach will be required.

A Member suggested that local government is one of the biggest employers in Greater Manchester. He enquired how can Greater Manchester avoid job losses and move forward if the 10 Councils are not financially assisted with their own deficit budgets. In response, local government finance pressures were noted. The Government has provided some funding to councils to support income and 75% of the costs for infection control activities. Councillor Wilson highlighted the importance local government makes to people's lives locally and understand their needs. A longer term view of Local Government finances is needed. Current funding will not cover financial pressures all councils currently have.

The Chair thanked Councillor Wilson and John Wrathmell for their update. He highlighted the importance of local input in Government discussions and supported the current approach during these unprecedented times.

#### **RESOLVED/-**

That the updated be received and noted with thanks.

## **E18/20 GREATER MANCHESTER LOCAL INDUSTRIAL STRATEGY IMPLEMENTATION**

Lisa Dale-Clough, Head of Industrial Strategy, GMCA introduced a report which provided Members with an update on the delivery phase of the Local Industrialisation Strategy (LIS).

Members were reminded that the GM LIS sets out a wide range of cross-cutting actions to strengthen the city-region's economy, improve the foundations of productivity, and ensure that growth benefits all people and places. It was noted that the Implementation plan mirrors the Industrial Strategy in that actions are divided across 9 key thematic areas of Health Innovation; Advance Materials and Manufacturing; Digital and Creative Media; Clean Growth; People; Infrastructure; Ideas; Business Environment and Place.

The update provided an overview of the progress made against these priority areas as an appendix to the report.

Members also noted that a process is underway to review the Implementation Plan in relation to the impact of the Covid 19 crisis.

### **Questions and Comments**

A Member enquired about the new specialised advanced materials city on the M62 north east growth corridor. Is the thinking for business to relocate to this site from other GM areas or will it be new businesses from elsewhere? In response it was noted that the aspirations of the growth corridor are still in development. It was suggested that a mixture of existing and new companies will be attracted to this location.

A Member enquired if research included the global position on hydrogen fuel cells had been explored on this. In response, officers noted that work was taking place with MMU and that they would check with them.

A Member suggested that it may be helpful given the review process of the LIS as outlined in the report, a further update may be brought to the Committee before the next scheduled update in March 2021.

### **RESOLVED/-**

1. That the update be received and noted.
2. That officers would liaise with MMU colleagues to understand if global research has been drawn upon to inform the GM approach to hydrogen fuel cells.

## **E19/20 UPDATE ON INNOVATION, SCIENCE AND GRAPHENE COMMERCIALISATION**

Adrian Toland, GMCA introduced a report which provided Committee Members with an update on work taking place in relation to innovation, science and graphene commercialisation in Greater Manchester. A presentation on the ERDF Bridging the Gap Programme, aimed at building a supply chain of businesses and supply chain in Greater Manchester, the challenges and successes was also presented by Paul Wiper and James Baker from the University of Manchester.

The report outlined that the GM Local Industrial Strategy adopts the findings of the GM and Cheshire East Science and Innovation Audit, identifying ambitious priorities that will build GM's future economy around its existing science and industrial strengths and opportunities of health innovation, advanced materials & manufacturing, digital, creative & media, and clean growth. It was noted that the LIS also commits GM to increasing private sector investment in to Research and Development (R&D) and increase take-up of national innovation funding, to support the achievement of the national target for UK spend on R&D to reach 2.4% of GDP by 2027.

Members noted that the following priority actions of the GM LIS are particularly focused on harnessing the opportunities of innovation to boost productivity and growth:

- A Healthy Ageing Innovation Partnership with UK Government will realise the economic opportunities of the Ageing Society Grand Challenge and is set to be launched in spring 2020.
- Within advanced Materials and manufacturing the pioneering Graphene, Advanced Materials and Manufacturing Alliance (GAMMA) will address gaps in the commercialisation and diffusion ecosystem for graphene, advanced materials and industrial biotechnologies.
- A new wave of highly productive jobs in the city-region is being generated, contributing to Greater Manchester's ambition to become a top five European digital city-region. An emerging cyber security sector has benefited from the partial relocation of GCHQ to Greater Manchester, bringing hundreds of jobs and stimulating the growth of SMEs in this space, supported by the GM Cyber Foundry and the forthcoming Cyber Innovation Centre.
- Realising investment in innovation parks and innovation campuses across Greater Manchester that create hubs for businesses and academia to co-locate and to act as anchors for future translation research centres.
- A highly ambitious and high-impact Greater Manchester Leadership and Management programme is in development between the four Greater Manchester Business Schools and the Business Growth Hub. This is important so that existing businesses in Greater Manchester are empowered and able to access the knowledge and skills to become innovation-active and benefit from frontier growth opportunities.

### **Questions and Comments**

A Member welcomed the Made Smarter programme. The Member enquired about the £3 million ERDF funding from the GM Business Growth Innovations Service to support business. Currently there is a target to support 580 businesses and asked how the funding was distributed. In response officers highlighted that this target is ambitious and will be supported by grants in the region of £20k per company.

A Member enquired if there are any products making significant use of graphene. In response, James Baker, University of Manchester explained that work is taking place at the University to accelerate the science in to application and products. Graphene is

already finding its way in to training shoes, ant-corrosive paints, tyres and carbon fibre for cars.

A Member highlighted that as graphene is a natural material it cannot be patented. He enquired if the use and opportunities that graphene can provide is moving as quickly as it can do. In response, Mr Baker explained the work was taking place with the University and industry to develop products. An example of graphene coated face mask was shown. The network with businesses provide a base for support and investment.

**RESOLVED/-**

1. That the report and supporting presentation on Bridging the Gap be received and noted.

**E20/20 DRAFT COMMITTEE WORK PROGRAMME 2020/2021**

Members considered the draft Committee Work Programme for 2020/21 which set out those topics and items that would provide a focus of the Committee's work for the 2020/2021 municipal year.

The Chair suggested that the Committee extends an invitation to the GM Mayor to meet with the Committee at the scheduled meetings in November 2020 and March 2021.

A Member expressed disappointment the consideration of the report of the Fawcett society on women's employability was not to be considered until February 2021. In response, it was noted that officers would explore opportunities to consider this report with the work and skills items in September.

A Member suggested that it would be helpful for an update on Manchester Airport to be included on the work programme. In response, officers noted that issues relating to Manchester Airport can be included in the regular Covid updates.

**RESOLVED/-**

1. That the 2020/2021 Committee Work Programme be agreed and adopted, subject to the possible inclusion of the consideration on the report of the Fawcett society on women's employability in September.
2. That an invitation be extended to the GM Mayor to attend the meetings of this Scrutiny Committee in November 2020 and March 2021.

**E21/20 REGISTER OF KEY DECISIONS**

Members considered the register of GMCA Key Decisions for the period 1 July 2020 to 30 September 2020 that was published on 26 June 2020.

A member suggested that for future meetings, those key decisions pertinent to this committee be highlighted.

**RESOLVED/-**

That the register of GMCA Key Decisions for the period 1 July 2020 to 30 September 2020 be noted.

## **E21/20            PROGRAMME OF FUTURE MEETINGS**

Members considered a programme of future meeting date for the Committee for 2020/2021.

It is suggested that the August 7 meeting be only used if there is an emerging issue or urgent business.

### **RESOLVED/-**

That the following meeting dates for the Committee be noted:-

- Friday 7 August 2020 (if required);
- Friday 11 September 2020;
- Friday 9 October 2020;
- Friday 13 November 2020;
- Friday 4 December 2020;
- Friday 15 January 2021;
- Friday 5 February 2021;
- Friday 12 March 2021.

Meetings will commence at 10.30 am and will be held via video conference unless advised otherwise.

The meeting finished at 12.33 pm

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**GREATER MANCHESTER HOUSING PLANNING AND ENVIRONMENT OVERVIEW & SCRUTINY HELD  
ON 29<sup>TH</sup> JULY 2020, AT 18:00 VIA MICROSOFT TEAMS**

**PRESENT:**

Councillor John Walsh (Chair)	Bolton
Councillor Martin Hayes	Bury
Councillor Mandie Shilton Godwin	Manchester
Councillor Linda Robinson	Rochdale
Councillor Mike Glover	Tameside
Councillor Liam Billington	Tameside
Councillor Janet Mobbs	Stockport
Councillor Charles Gibson	Stockport
Councillor Kevin Procter	Trafford
Councillor Fred Walker	Wigan

**OFFICERS IN ATTENDANCE:**

Julie Connor	GMCA
Matt Berry	GMCA
Joanne Heron	GMCA
Anne Morgan	GMCA
Chris Collar	GMCA
Simon Warburton	TfGM
Megan Black	TfGM
Mayor Paul Dennett	Salford City Council
Councillor Andrew Western	Trafford Council

**HPE 210/20 APOLOGIES**

Apologies for absence were received from Councillor Amy Whyte, Trafford

**HPE 211/20 CHAIRS ANNOUNCEMENTS AND URGENT BUSINESS**

Members were notified that there had been a change in the running order of the agenda with items 5 and 6 switching places.

**RESOLVED/-**

That the item be noted.

**HPE 212/20 DECLARATIONS OF INTEREST**

**RESOLVED/-**

No declarations were received.

## **HPE 213/20 MINUTES OF THE LAST MEETING HELD 9 JULY 2020**

### **RESOLVED/-**

That the minutes of the meeting held 9 July 2020 be agreed as an accurate record.

## **HPE 214/20 GM CLEAN AIR PLAN: CONSULTATION**

Cllr Andrew Western, Portfolio Lead for Green City-Region and Leader of Trafford Council introduced a report providing Members with an update on the GM Clean Air Plan Consultation.

The commitments mandated by Government of the reduction of nitrogen dioxide at the roadside by 2024 were reiterated to Members. It was noted that the ministerial direction to introduce a Clean Air zone by 2021 had been delayed due to the Coronavirus Pandemic. This deadline had been pushed back to Spring 2022 to enable effective consultation. The paper circulated aimed to update Members and also sought approval on the consultation policy for residents and businesses. This Policy was highlighted as being an 8 week consultation commencing in October 2020, with further detail of the process to be finalised. It was proposed that an updated report be brought back to this Scrutiny Committee in September. The challenge of delivering consultation during potential Covid impacts was highlighted. It was stated that the policy principles for consultation such as day charge, discounts exemptions, available financial support, and overall financial package to deliver the programme had been highlighted. Members heard that the paper also alluded to the Clean Air Conversation which took place last year and had received feedback from 3300 residents.

The proposal for minimum licensing standards for taxis in Greater Manchester was highlighted as being due to go before the Leaders meeting on Friday. It was acknowledged that although this issue was outside of Councillor Western's portfolio, it had made sense for this to be discussed in tandem with the wider Clean Air Transport Agenda.

The specific revisions to charges, discounts and exemptions from the outline business case which had been submitted to Government last year were highlighted to Members. The financial ask of Government was noted as being critical, which would include the comprehensive package of support to those most affected by the changes. It was acknowledged that the full funding had not yet been agreed by Government, but an initial trench funding of £41 million had been secured. It was highlighted that this would be used for private hire vehicles, bus retrofit, HGVs coaches and minibuses. Members heard that there had also been written assurance from Rebecca Powe MP, with further funding forthcoming for Hackneys and Light goods vehicles. It was highlighted that the overarching aim was to achieve widespread transition to cleaner vehicles to address the air quality issues rather than have residents and businesses pay the charges.

Following Member questions, it was acknowledged that this work sat alongside much broader carbon reduction workstreams with examples given of the Low Carbon Investment Fund for GM, and the Retrofit agenda for public / domestic estates which were noted as a significant challenge. It was highlighted that GM had been looking to make an ambitious submission into the spending round nationally to access funding coming forward as part of economic recovery, and was much

more than about reducing levels of nitrous dioxide. The importance of having a broader suite of other wider climate emergency associated work was noted, with limitations of funding to reduce nitrous dioxide beyond the mandated rates. Members were informed that it was hoped that there would not be further delay to the implementation of this work due to the ongoing pandemic and that nationally there was impetus to make progress with this agenda.

The connection between poor air quality and the motorway networks across the City Region was noted, with the jurisdiction for this being with Highways England. Members heard that GM had previously requested greater devolved responsibilities of strategic road networks, however as yet there had been no movement on this issue.

Members heard that GM had been liaising with the Department for Transport with a request to update the regulatory framework for taxis and private hire services which was noted as being 'out of date'. It was highlighted that whilst changes had been accepted as being required, as yet it had not been possible to make the parliamentary time to review this issue. It was noted that Greater Manchester had highlighted the need for changes to the national regulatory environment to achieve the outcomes of local authorities through minimum licensing standards. Members heard that protecting and enhancing the standards of vehicles operated in GM along with protecting businesses was the key aspirations of this project.

Following Member comments, it was acknowledged that there were links between areas of social deprivation and poor air quality. Protecting the future health and wellbeing of residents was noted as a key aspiration.

In regards to the implications for taxis that are not licenced by GM boroughs, it was clarified that all non-compliant taxis regardless of the origin would be subject to clean air zone regulations. It was reiterated that privately owned and operated vehicles are exempt from charges. It was noted that extensive signage was being considered to notify vehicles travelling in to the conurbation from outside areas that could be affected by the charges.

Members were reassured that packages of support would be thoroughly communicated and well sign-posted to make sure that those that could seek support would be aware. It was also clarified that outstanding evidence relating to Hackney and light goods vehicles had now been submitted to Government, and that this information was now being worked through by the Joint Air Quality Unit. Members heard that Greater Manchester had been able to secure the majority of funding available to support clean air transition, such as for bus retrofit, private hire vehicles, HGVs, Coaches and minibuses.

Members discussed the downgrade/ upgrade options for light goods vehicles, and were reassured that as long as either option lead to the increase in compliant vehicles, that this would be beneficial and highlighted the critical need to secure the maximum government funding to offer support for adaptations where required.

The importance of engaging and listening to consultation feedback to highlight any new additional economic impacts due to the coronavirus pandemic was reiterated. For example, feedback from those coming off furlough and the new self-employed. A twin-track approach was suggested with the need to learn from Covid, whilst taking into account the need to deliver these changes as quickly and as effectively as possible.

It was clarified to Members that through-traffic from the Strategic Road Network would be liable for charges. It was acknowledged that a specific issue had been picked up which would present challenges to a location in Tameside supporting the plan, which was currently being worked through with Elected Members and Ministers.

In terms of Uber drivers, Members heard that would all vehicles operating within Greater Manchester would be subject to the minimum licencing standards, and that only those with a Licence issued in Greater Manchester would be eligible for financial support packages.

Members were made aware of a central government database (vehicle checker) which could determine if a vehicle was in scope for a charge. The vehicle checker was noted as being accessible online at: <https://www.gov.uk/check-clean-air-zone-charge>. It was highlighted that this could be used to check vehicles in scope affected by charges such as motorhomes, as well as what the charge would be each day and the financial support available.

#### **RESOLVED/-**

- That the progress of the Greater Manchester Clean Air Plan be noted;
- That the position that the GM local Authorities hold an 8-week public consultation on the GM Clean Air Plan commencing in October 2020 be endorsed by Members
- That the policy for consultation be endorsed by Members.
- That an update on the finalised delivery methodology for consultation be brought back to this Scrutiny meeting in September be agreed by Members

#### **HPE 215/20 GREATER MANCHESTER SPATIAL FRAMEWORK: PROPOSED TIMELINE**

City Mayor Paul Dennett, Portfolio holder for Housing, Homelessness and Infrastructure introduced a report which provided Members with an update on the proposed timeline for the Greater Manchester Spatial Framework.

It was highlighted that this report would be considered by the AGMA Executive Board on Friday, and that Member comments and input would be welcome to frame the discussion. The context of this plan was framed to Members within the current economic challenges facing the City Region and wider UK. Unemployment and the shrinking of the economy were highlighted as key challenges moving forwards with strategic planning highlighted as being crucial to GM to recover from Covid-19.

Members also heard that there had been several recent Government announcements, namely the National Infrastructure Strategy and the awaited Government White paper on Devolution and Local Recovery. There was also the potential for a new planning Bill with a new green and white paper to enable participation expected.

It was noted that Government had been clear on the requirement for a positive plan for recovery and the future with an impetus on building with planning reforms proposed and the regeneration revival of the GM high-street. Members were updated on government funding granted for schemes, it was stated that the Brownfield land fund of £81 million been granted without needing to commit to a higher local housing need number as part of the housing deal with Government. It was noted that this was positive news, and addressed some concerns around viability and

infrastructure requirements. It was highlighted that 87% of Housing land supply was located within urban areas throughout Greater Manchester.

Members were informed that the GMSF Plan could not adopt a Spatial Development Strategy approach due to government regulations not being in place, and that the GMSF had been developed as a Joint Development Plan document of the 10 local authorities of GM.

The implications of the National Planning Policy Framework were highlighted, particularly the requirement for 5 year land supply. This was felt to be critical to the GM City Region in order to avoid 'planning by appeal' which was stated as being potentially costly and could increase greenbelt build.

Members heard that Government had been clear that Covid-19 was not a reason to delay preparation of statutory plans or the determination of planning applications. It was also noted that the GMSF Plan sits alongside other GM strategies and plans and commitments to carbon neutrality such as the 5 year environment plan, and the new GM 1 Year Living with Covid Recovery Plan.

It was highlighted that as the GMSF Plan was a Joint Development Plan, and that an executive decision from all 10 GM Local Authorities would be required to adopt it. It was confirmed that the Plan would be taken to each full Council meeting during September.

Members heard that the revised timetable aimed for an 8- week consultation period commencing in November 2020. The submission of the GMSF Plan to the Secretary of State for examination was scheduled for June 2021, with the adoption of the GMSF Plan aimed for 2022.

Members highlighted concerns around conducting a consultation in November-December, with uncertainty around Covid lock-down restrictions and this period leading to Christmas noted as a potential challenge. Members were reassured that intentions for consultation in a Covid compliant world had been considered. The importance of delivering/implementing the GMSF Plan in a timely manner was stressed as it could address some of the economic impacts from the fallout from the pandemic. Members heard that this consultation would be built on the previous rounds conducted in 2016 and 2019. It was acknowledged there was now some fatigue with the public in terms of consultation of the GMSF Plan, adding to the need to avoid any further delay to implementation and delivery.

It was highlighted to Members that some GM districts did not have a Local Development Plan in place, and that Government had allowed dispensation for those districts to be covered by the GMSF thus avoided these boroughs being highlighted as lacking in making progress in this regard.

Members expressed concern that the relaxation of planning regulations could cut across zero carbon requirements, it was highlighted that this was a challenge. Members heard that a green/white paper to input into this was awaited with collaboration across the 10 GM Local Authorities required on the issue.

Members heard that the rounds of consultation were a statutory requirement to make progress from a current draft form prior to submission to Secretary of State for inspection. The Brownfield preference policy principle within the GMSF for building homes was reiterated to Members, and that the high percentage of housing being built in urban areas demonstrated that this was being implemented. It was highlighted that the housing targets figures had been set via the

Governments methodology for calculating local housing need, and meeting these targets was crucial to avoid planning by appeal.

Following Member comments, the distinction was made between the responsibilities that sat with the local planning authority function at a district level which was noted as being a sovereignty, and that those that sat with the GM Mayor. Members heard that the 10 local authorities were working together to develop the GMSF Plan. It was highlighted that the Government commitment to an additional 300,000 homes in England per year by mid 2020s system in England would require a nationwide shift in the system to deliver this.

Following Member concerns around the economic impact on Covid-19 on highstreets and town centres, it was clarified that increasing urban density of high street was being considered to support a revival of the High street and that there were examples of the Housing Investments Loan Fund being used to that effect as well as the Mayoral Development Corporation.

Members commented that districts had their own bespoke commitments and needs, and the challenges of meeting housing supply figures where brownfield sites were limited was noted. Members were informed that a consultation on the Governments Local Housing Need methodology presented an opportunity for GM to feedback any concerns on this issue. The importance of districts working together to maximise the benefit of the urban core and the urban density in townships to protect the green space within Greater Manchester was stated.

Following Members commenting that increased social housing was required, it was acknowledged that this was an issue with challenges to accessible affordable homes and homelessness. The reduction of social housing through 'Right to Buy' was noted, and that local authorities had struggled to build Council housing without financial support. The challenges to planning and housing policy was noted, with a need to shift focus to delivering homes rather than the return on investment suggested.

#### **RESOLVED/-**

That the proposals in the report be noted and supported by this Scrutiny Committee.

#### **HPE 216/20 REGISTER OF KEY DECISIONS**

Members noted the Register of Key Decisions

#### **RESOLVED/-**

- That Members receive clarification on a proposed ban to smoking outside pubs/restaurants which had been noted as potentially being within the recent Key Decisions
- That the register be noted.

#### **DATE AND TIME OF NEXT MEETING**

Thursday 10th September 2020, 18:00. Microsoft Teams Live

**Report to PVFM**

## **Council Performance Report June 2020**

**Portfolio Holder:**

Councillor Sean Fielding, Leader of the Council

**Officer Contact:** Matt Drogan, Head of Strategy and Performance

**Report Author:** Matt Drogan, Head of Strategy and Performance

**Email:** matthew.drogan@oldham.gov.uk

**Date:** 1 October 2020

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### **Reason for Decision**

The purpose of this report is to allow:

- The review of Council Performance for June 2020
- The scrutiny of areas of underperformance as appropriate

### **Recommendations**

- To note areas of good performance
- Agree improvement plans for any areas of under performance.

# Oldham Profile in Numbers

## POPULATION

Total Population (Mid 2018) **235,623** 

Male 49.3% Female 50.7%

Aged 0-15 22.7% Aged 61.4% Aged 65+ 15.9%

White 71.3% Pakistani 11.8% Bangladeshi 8.6% Other 8.3%

ONS Mid-Year Estimate 2018/ Oldham Population Estimates 2020



## INCOME & BENEFITS

Median Household Income **£21,752**

71.1% Employment Rate  
12.2% Out of Work Benefits  
9.5% Unemployment  
5.7% ESA Benefits

CACI 2019/DWP 2019/Nomis 2020



## HOUSING

**64.9%** Owner Occupied

12.9% in Fuel Poverty  
20.9% Social Rented  
13.6% Private Rented  
20.2% Claiming Council Tax Benefits/Housing Benefits

LHNA 2019/DECC 2019/Council Tax 2019



## HOUSEHOLD INFO

Number of Households **97,219**

30.3% Single Person Households  
13.1% Lone Parent Households  
7.5% Overcrowded Households  
60.7% with No Children

OMBC Council Tax 2020/Census 2011



**97%** with at least 1 qualification at KS4

68.1% School-Ready Children with standard pass in GCSE English and Maths

96.4% young people aged 16 to 18 are in EET  
13.6 Adults with No Qualifications  
52.6% 5 GCSEs A\*-C (including Eng & Maths)

DfE 2019/Positive Steps 2018/Census 2011

## HEALTH

**16.3%** Long Term Health Problems/Disabilities 

77.4 yrs Male Life Expectancy  
81.2 yrs Female Life Expectancy  
18.0% Currently Smoke

### Obese Children

Reception: 10.6% Year 6: 23.0%

Public Health England/Census 2011

## CRIME

**124** Victim Based Crimes (per 1,000 of the Population) 

2.5 Robbery of Personal Propert  
7.5 Residential Burglary Rate  
12.1 Vehicle Offences Rate  
39.2 Violence Against the Person Rate

ONS 2019

## COMMUNITY

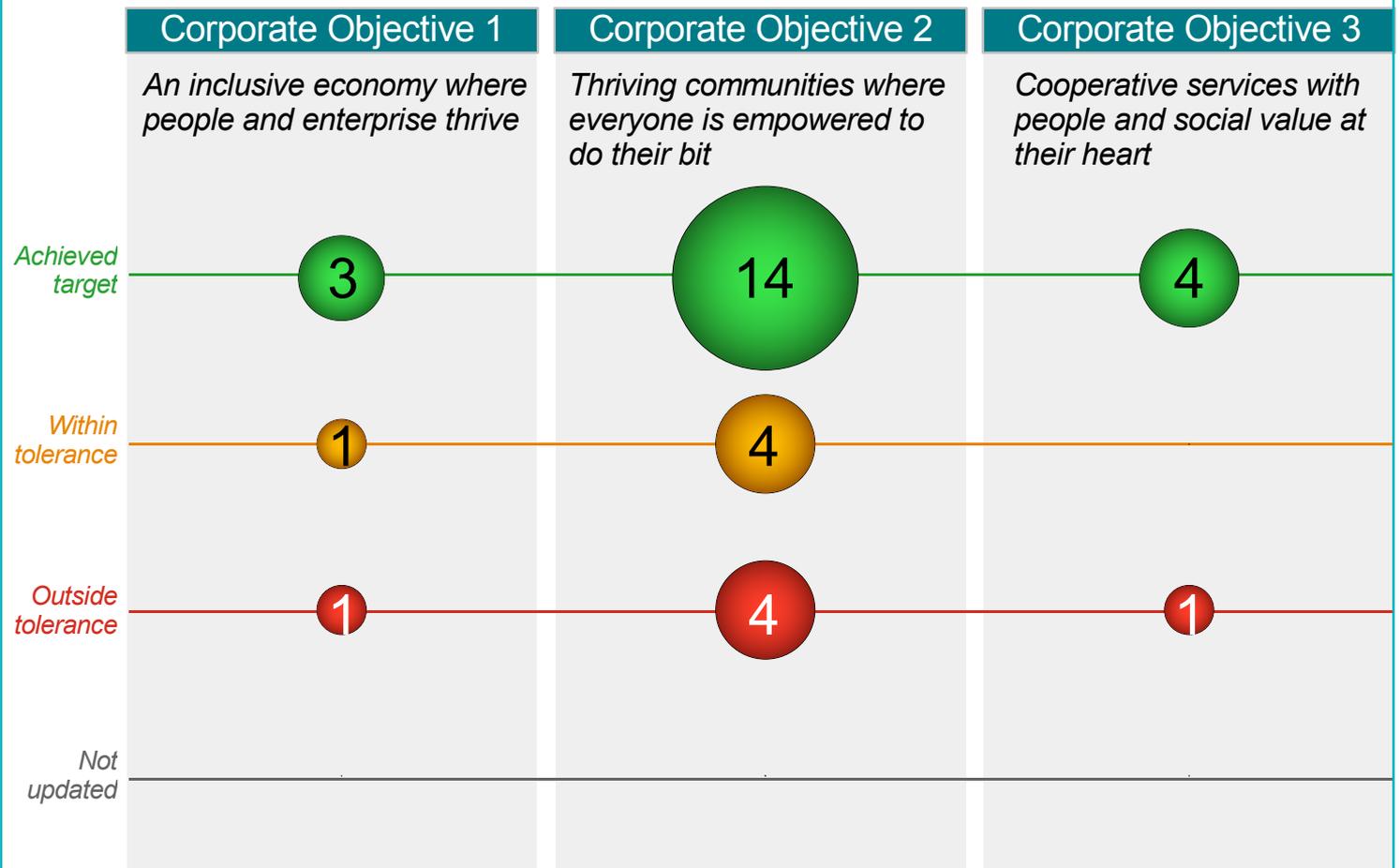
Satisfied with Local Area **71%** 

38% Volunteered in Last 12 Months  
31% Local Election Turnout  
26% Feel Involved in Community

YYC 2013 / UK Electoral Commision 2018

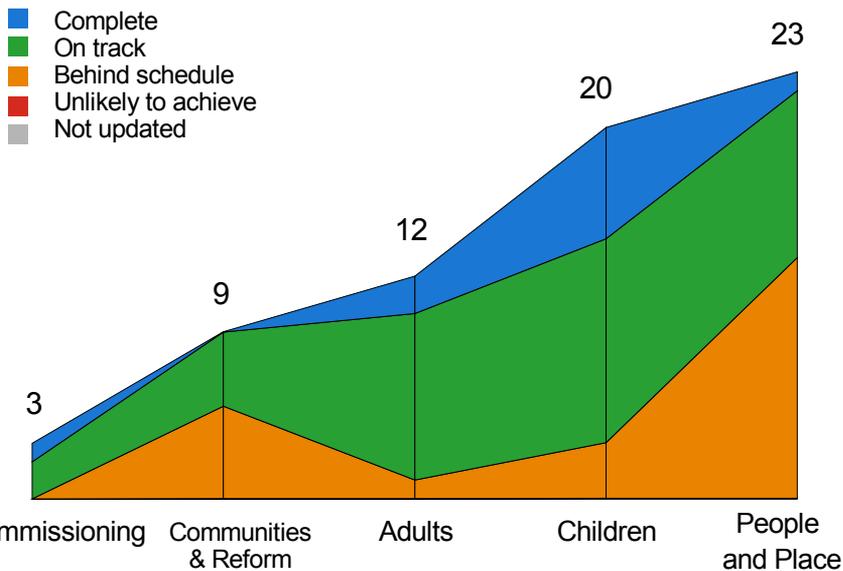
## Performance Measures by Objective

Details in Appendices I and II



### Action Summary

Details in Appendix III



### Comment

A review of achieve-ability against corporate performance measures was undertaken in May to identify the impact of Covid-19 on reporting. This resulted in 23 Corporate Performance measures being temporarily suspended, 5 measures no longer reported corporately and replaced with 8 new measures. See appendix VI for further details. A number of actions continue to be impacted by Covid which are highlighted in the report.

### Summary of Risks associated with Actions

Details in Appendix IV

A	0	1	0	0
B	0	0	10	0
C	0	0	15	0
D	1	3	4	0
E	0	0	0	0
	IV	III	II	I

#### Impact

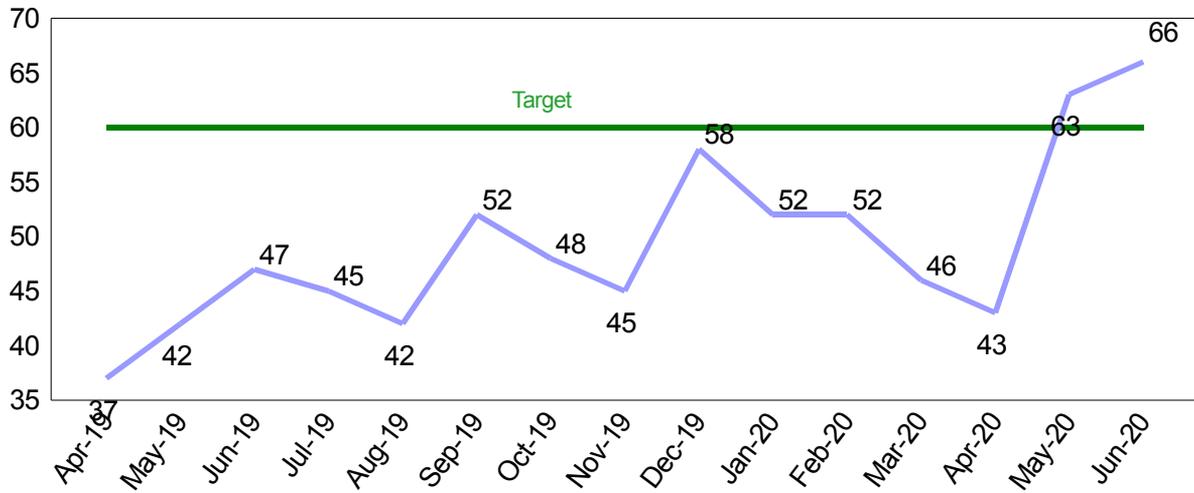
I Catastrophic  
II Critical  
III Marginal  
IV Negligible

#### Likelihood

A Very High  
B High  
C Significant  
D Low  
E Very Low

## RAG-rated Performance Measure Trend (June 2020)

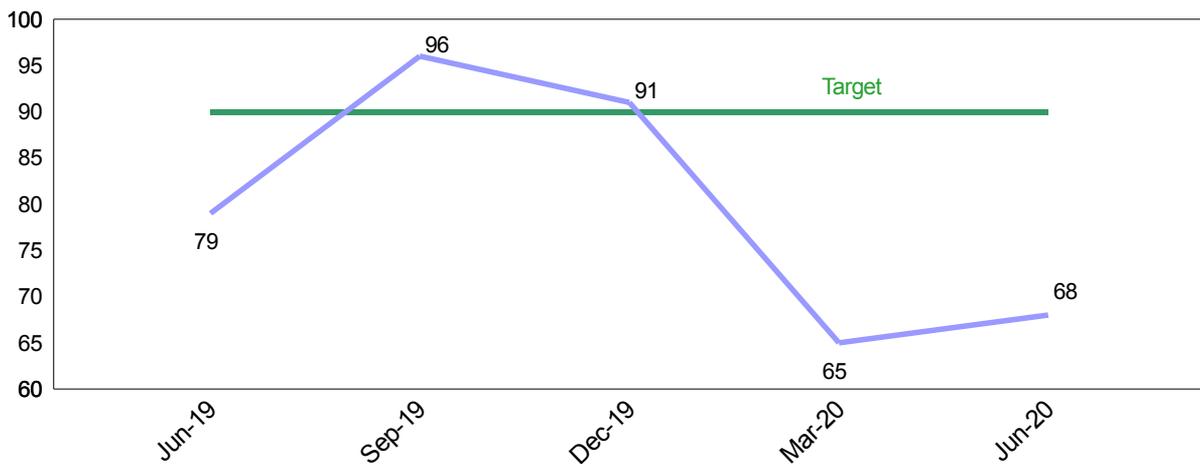
Performance Measures that achieved their target as a percentage of all reported Performance Measures. The aim is for 60% or more of the Performance Measures to have met their target.



	Prev. Quarter (Mar 20)	This Quarter (Jun 20)
No Update	2	0
> 5% off Target	16	6
Off Target	10	5
Achieved Target	24	21

## Action Trend (June 2020)

Corporate Actions that are on track or completed as a percentage of all reported Corporate Actions. The aim is for 90% or more of the Corporate Actions to be on track or complete.



	Prev. Quarter (Mar 20)	This Quarter (Jun 20)
No Update	0	0
Unlikely to achieve	0	0
Behind schedule	24	22
On track	37	36
Complete	7	10

### SICKNESS (year to date)



average days lost to sickness

same period previous year



current trend



#### top 3 reasons

The top 3 reasons for sickness absence are Mental Health (0.74 days per FTE), Covid 19 Self Diagnosed (0.57 days per FTE) and Musculo Skeletal (0.53 days per FTE)

average

### LONG TERM SICKNESS (year to date)



of days lost are due to long-term sickness

same period previous year



current trend



Long Term absence is any absence longer than 20 working days in duration

### TOP 5 REASONS FOR LEAVING (year to date)



year end 2019/20

Resignation	158
End of contract	48
Retirement	35
TUPE Transfer	30
Other	18

### SICKNESS TOP 3 DIVISIONS (year to date)

1	Economy	5.40 days per FTE
2	Adult Social Care	2.75 days per FTE
3	Environmental Management	2.62 days per FTE

Average days FTE per employee is calculated by total sick days in the service since the start of the year divided by total number of FTE. Smaller service's figures may be more disproportionately affected by individual instances of long terms absence

### TURNOVER (year to date)

12.3%



Staff turnover

same period previous year

13.2%

current trend



### TURNOVER (rolling 12 months)

72.2%

of people still in post after 12 months



same period previous year

100.0%

current trend

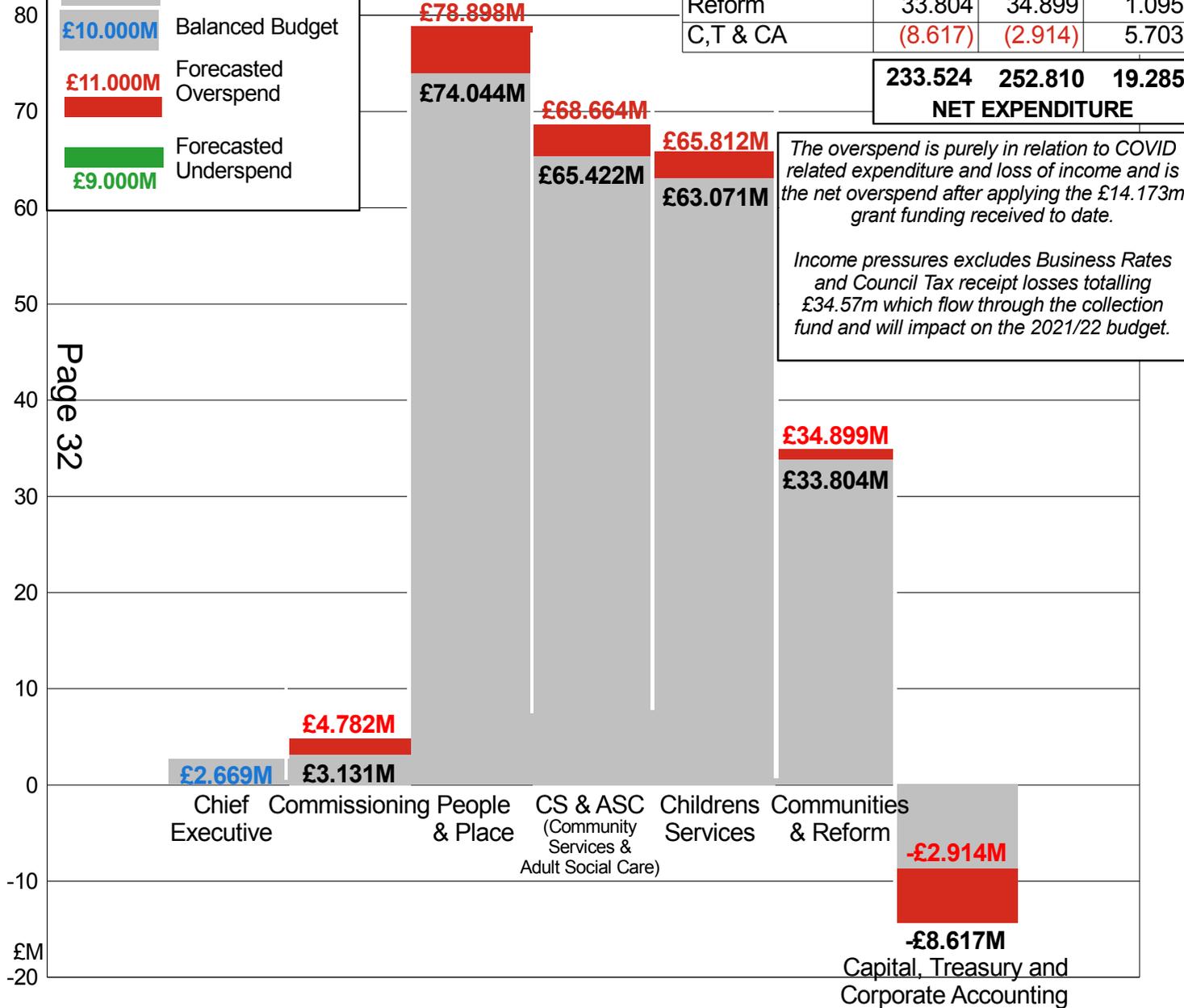
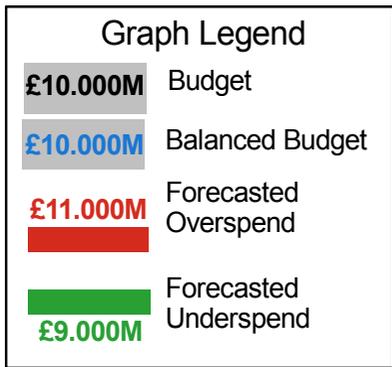


# Budget Forecast

Month 1 2020/21

Portfolio	Budget £M	Forecast £M	Variance £M
Chief Exec	2.669	2.669	-
Commissioning	3.131	4.782	1.651
People & Place	74.044	78.898	4.854
CS & ASC	65.422	68.664	3.242
Childrens Svcs	63.071	65.812	2.741
Reform	33.804	34.899	1.095
C,T & CA	(8.617)	(2.914)	5.703

<b>233.524</b>	<b>252.810</b>	<b>19.285</b>
<b>NET EXPENDITURE</b>		

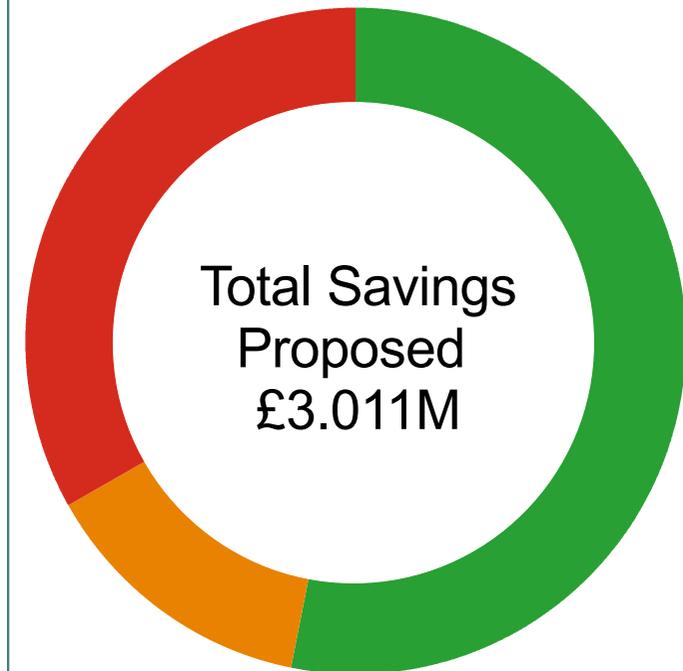


The overspend is purely in relation to COVID related expenditure and loss of income and is the net overspend after applying the £14.173m grant funding received to date.

Income pressures excludes Business Rates and Council Tax receipt losses totalling £34.57m which flow through the collection fund and will impact on the 2021/22 budget.

# Approved 2020/21 Budget Reductions

Not achieved  
**£1.000M**



Delivered  
**£1.600M**

## **Appendices**

- I Corporate Measure detail
- II Corporate Plan Actions detail
- III Red Corporate Measure Follow-up Action(s)
- IV Risks associated with Actions
- V Amendments
- VI Suspended Corporate Measures

# Appendix I - Corporate Measure Detail

Measure Name	Portfolio	Notes	GMCA Average	2019/20 Year End Outturn	Previous Period	Current Month Target	Current Month Actual	Current Month Actual and Status		
								tolerance (+/- 5% of target)	LEGEND	<span style="color: green;">●</span> on or better than target <span style="color: orange;">●</span> within tolerance <span style="color: red;">●</span> worse than tolerance

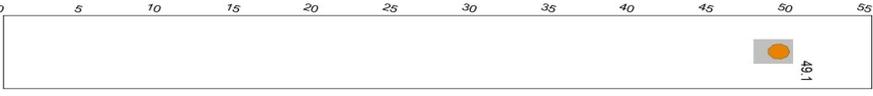
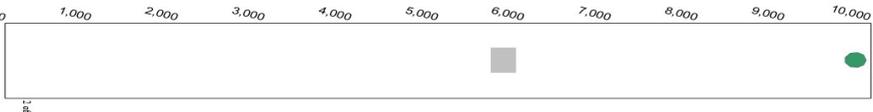
## START WELL : Children and Young people get the best start in life and make the most of their education

M729(CP) Percentage of children receiving their 1-3 preference of school place for the September intake in Reception and Year 7	Cllr S Mushtaq	Annual		92.2%	(Prev Yr) ACTUAL 92.2% TARGET 92.0%	92.0%	93.0%	
M716(CP) Timeliness of quality EHC plans: Percentage completed within 20 weeks over 12 months	Cllr S Mushtaq	Quarterly	65.4%	77.8%	(Prev Qtr) ACTUAL 77.8% TARGET 70.0%	70.0%	88.7%	
M683a(CP) Percentage of ICPCs that take place within 15 working days of a strategy discussion, or the strategy discussion at which section 47 enquiries were initiated if more than one has been held (in month)	Cllr E Moores	Monthly		N/A New Measure	(Prev Mth) ACTUAL 91.4% TARGET 80.0%	80.0%	100.0%	
M640(CP) Percent of 16 to 17 year olds who are not in education, employment or training (NEET)	Cllr S Mushtaq	Monthly	3.4%	3.4%	(Prev Mth) ACTUAL 3.8% TARGET 3.5%	3.5%	3.7%	
M619a(CP) Percentage of Care Leavers aged 16-18 (post year 11) in Education, Employment or Training	Cllr E Moores	Monthly		N/A New Measure	(Prev Mth) ACTUAL 76.0% TARGET 60.0%	60.0%	78.9%	
M619b(CP) Percentage of Care Leavers aged 19-21 in Education, Employment or Training	Cllr E Moores	Monthly		N/A New Measure	(Prev Mth) ACTUAL 41.6% TARGET 60.0%	60.0%	51.0%	

Measure Name	Portfolio	Notes	GMCA Average	2019/20 Year End Outturn	Previous Period	Current Month Target	Current Month Actual	Current Month Actual and Status
M639(CP) Achieve the expected standard for the childhood immunisation programme as indicated by uptake of MMR at age 5	Cllr Z Chauhan	Quarterly		96.9%	(Prev Qtr) ACTUAL 96.9% TARGET 95.0%	95.0%	96.9%	
M655(CP) Percentage of children seen in the previous 12 months by an NHS dentist	Cllr Z Chauhan	Quarterly		63%	(Prev Qtr) ACTUAL 63% TARGET 60%	60%	63%	
M656(CP) Percentage of Health Visitor mandated reviews completed within timescale	Cllr Z Chauhan	Quarterly		88.6%	(Prev Qtr) ACTUAL 88.6% TARGET 88.0%	88.0%	86.8%	
M738(CP) Participation of 17 year olds in education or training (counted as Year 12 year group under CCIS)	Cllr S Mushtaq	Monthly		95.40%	(Prev Mth) ACTUAL 95.40% TARGET 94.60%	94.10%	93.60%	
M941(CP) Average time between a child entering care and moving in with its adoptive family, for children who have been adopted (days) per year	Cllr E Moores	Monthly		488 days	(Prev Mth) ACTUAL 497 days TARGET 426 days	426 days	482 days	

Measure Name	Portfolio	Notes	GMCA Average	2019/20 Year End Outturn	Previous Period	Current Month Target	Current Month Actual	Current Month Actual and Status
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**LIVE WELL : Adults of working age benefit from inclusive growth, live well and are empowered to do their bit**

M636(CP) Percentage who quit smoking at 4 weeks	Cllr Z Chauhan	Quarterly		47.3%	(Prev Qtr) ACTUAL 47.3% TARGET 50.0%	50.0%	49.1%	
M67(CP) Total number of e-books, e-audio books and e-magazines loaned per month	Cllr B Brownridge	Monthly		N/A New Measure	(Prev Mth) ACTUAL 9,695 TARGET 5,800	5,900	9,818	
M256(CP) Number of life long learning enrolments	Cllr S Fielding	Monthly		5,176	(Prev Mth) ACTUAL 5,241 TARGET 5,250	5,500	5,290	
M548(CP) Proportion of adults with learning disabilities in paid employment in England	Cllr Z Chauhan	Quarterly	5.6%	3.05%	(Prev Qtr) ACTUAL 3.2% TARGET 4.0%	3.0%	3.1%	
M715(CP) Annual EHCP (SEND) statutory reviews completed within legal time frame	Cllr S Mushtaq	Monthly		49.2%	(Prev Mth) ACTUAL 58.9% TARGET 50.0%	55.0%	66.6%	

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Measure Name	Portfolio	Notes	GMCA Average	2019/20 Year End Outturn	Previous Period	Current Month Target	Current Month Actual	Current Month Actual and Status
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**AGE WELL : Older people live fulfilling lives and form part of an engaged and resilient community**

M543(CP) Number of individuals (65+) in a permanent residential or nursing placement – per 10,000 population 65+	Clr Z Chauhan	Monthly		204	(Prev Mth) ACTUAL 178 TARGET 200	200	177	
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Measure Name	Portfolio	Notes	GMCA Average	2019/20 Year End Outturn	Previous Period	Current Month Target	Current Month Actual	Current Month Actual and Status
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**PLACE : An organisation that works cooperatively with residents and partners to deliver for Oldham**

M915(CP) Customer satisfaction (Contact Centre)	Cllr A Jabbar	Monthly		96.11%	(Prev Mth) ACTUAL 96.85% TARGET 94.00%	94.00%	97.29%	
M631a(CP) Early Help - Proportion of cases where at least one individual shows an improvement in one or more assessed scores - excluding smoking & work and skills (in month)	Cllr A Chadderton	Monthly		N/A New Measure	(Prev Mth) ACTUAL 75.5% TARGET 65.0%	65.0%	71.1%	
M501(CP) Percentage of Household waste sent for Reuse, Recycling or Composting	Cllr B Brownridge	Monthly	49.33%	43.96%	(Prev Mth) ACTUAL 49.19% TARGET 49.87%	49.80%	45.04%	
M275(CP) Percentage of minor planning applications determined in time	Cllr H Roberts	Quarterly		89.9%	(Prev Qtr) ACTUAL 89.9% TARGET 80.0%	80.0%	89.0%	
M126(CP) Percentage CO2 reduction on 1990 baseline	Cllr B Brownridge	Annual 3yr in arrears		43.4%	(Prev Yr) ACTUAL 43.4% TARGET 40.0%	41.6%	45%	
M274(CP) Percentage of major planning applications determined in time	Cllr H Roberts	Quarterly		90.9%	(Prev Qtr) ACTUAL 90.9% TARGET 80.0%	80.0%	86.0%	
M333(CP) Percentage Council spend in Oldham	Cllr A Jabbar	Monthly		57.00%	(Prev Mth) ACTUAL 57.00% TARGET 60.00%	60.00%	57.00%	

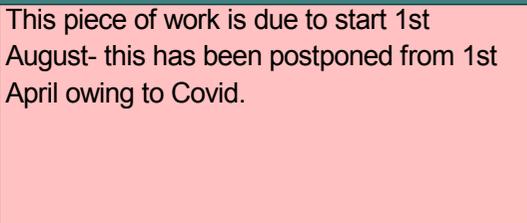
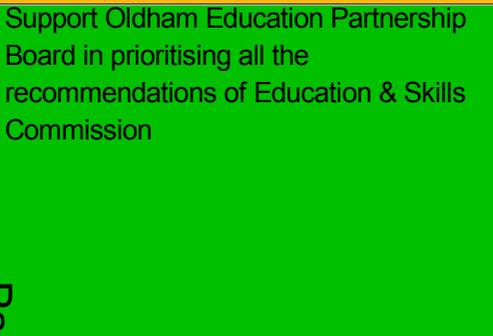
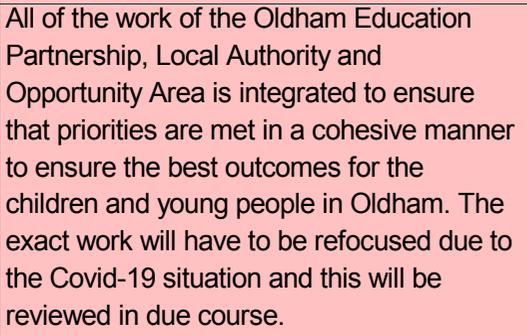
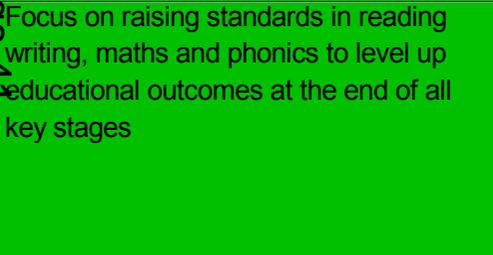
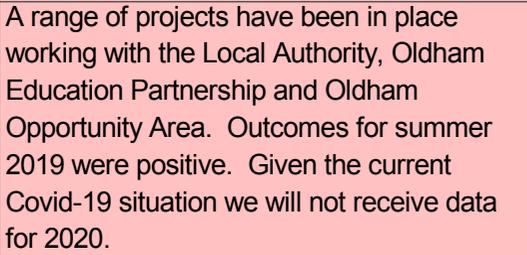
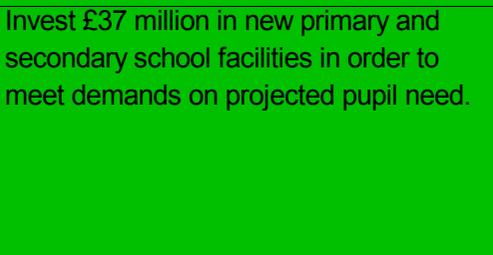
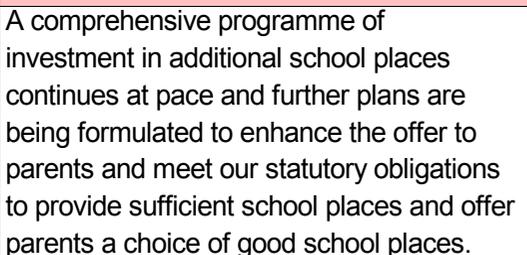
Measure Name	Portfolio	Notes	GMCA Average	2019/20 Year End Outturn	Previous Period	Current Month Target	Current Month Actual	Current Month Actual and Status
M493(CP) Streets and grounds inspection issues	Cllr B Brownridge	Monthly		14%	(Prev Mth) ACTUAL 13% TARGET 21%	21%	18%	
M890(CP) Highways: Classified Network Surface Condition (Percentage of principal roads requiring maintenance)	Cllr B Brownridge	Annual		4.7%	(Prev Yr) ACTUAL 6.0% TARGET 6.0%	4.0%	4.7%	

Measure Name	Portfolio	Notes	GMCA Average	2019/20 Year End Outturn	Previous Period	Current Month Target	Current Month Actual	Current Month Actual and Status
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**WELL LED : Oldham has an inclusive economy, thriving communities and residents who are independent, resilient and engaged**

S202(CP) Council Sickness Absence	Cllr A Chadderton	Monthly	10.0 days	11.3 days	(Prev Mth) ACTUAL 1.7 days TARGET 1.6 days	2.6 days	2.5 days	
M664a(CP) Percentage of referrals which are repeat referrals to Children's Social Care (in month)	Cllr E Moores	Monthly		N/A New Measure	(Prev Mth) ACTUAL 19.3% TARGET 21.0%	21.0%	20.9%	
M340(CP) Percent of Internal Audit Opinions resulting in Weak, Inadequate, Limited Assurance	Cllr A Jabbar	Quarterly		11%	(Prev Qtr) ACTUAL 11% TARGET 15%	15%	15%	
M365(CP) Percentage of Council annual apprentice levy distributed to employers and apprenticeship training agencies within Oldham	Cllr A Chadderton	Quarterly		43.7%	(Prev Qtr) ACTUAL 43.7% TARGET 13.0%	2.0%	3.4%	
M682a(CP) Children's Social Care – Percentage of completed assessments to timescale (in month)	Cllr E Moores	Monthly		N/A New Measure	(Prev Mth) ACTUAL 88.1% TARGET 80.0%	80.0%	96.7%	
S370(CP) Average time taken to process Council Tax Reduction (new claims and change events)	Cllr A Jabbar	Monthly		N/A New Measure	(Prev Mth) ACTUAL 19 days TARGET 15 days	15 days	37 days	

## Appendix II - Corporate Plan Actions Detail

Ref	Actions		Action Updater	Cabinet Member	Date Comments Reviewed	Due Date	Forecasted Completion Date	Comments (Covid-19 impact highlighted in pale red)	Action Owner	Director Approve Date
	 Complete	 Behind Schedule								
<b>Corporate Objective 1 : An inclusive economy where people and enterprise thrive</b>										
DA113	 Engagement with GMHSP(Health and Social Care Partnership) for the tender for Supported Employment Service and enable local improvement of employment of people with Learning Disabilities, Autism and Mental Health		Jayne Ratcliffe	Cllr Z Chauhan	13/7/2020	31/3/2020	1/4/2021	 This piece of work is due to start 1st August- this has been postponed from 1st April owing to Covid.	Mark Warren	15/7/2020
DC100	 Support Oldham Education Partnership Board in prioritising all the recommendations of Education & Skills Commission		Adrian Calvert	Cllr S Mushtaq	30/6/2020	31/3/2020	30/9/2020	 All of the work of the Oldham Education Partnership, Local Authority and Opportunity Area is integrated to ensure that priorities are met in a cohesive manner to ensure the best outcomes for the children and young people in Oldham. The exact work will have to be refocused due to the Covid-19 situation and this will be reviewed in due course.	Gerard Jones	22/7/2020
DC104	 Focus on raising standards in reading writing, maths and phonics to level up educational outcomes at the end of all key stages		Adrian Calvert	Cllr S Mushtaq	30/6/2020	31/3/2020	30/9/2020	 A range of projects have been in place working with the Local Authority, Oldham Education Partnership and Oldham Opportunity Area. Outcomes for summer 2019 were positive. Given the current Covid-19 situation we will not receive data for 2020.	Gerard Jones	22/7/2020
DC105	 Invest £37 million in new primary and secondary school facilities in order to meet demands on projected pupil need.		Andy Collinge	Cllr S Mushtaq	9/7/2020	31/3/2020	1/4/2024	 A comprehensive programme of investment in additional school places continues at pace and further plans are being formulated to enhance the offer to parents and meet our statutory obligations to provide sufficient school places and offer parents a choice of good school places.	Gerard Jones	22/7/2020

Ref	Actions	Action Updater	Cabinet Member	Date Comments Reviewed	Due Date	Forecasted Completion Date	Comments (Covid-19 impact highlighted in pale red)	Action Owner	Director Approve Date
DC111	Ensure all children are school ready when they are due to start school	Paula Healey	Cllr E Moores	10/7/2020	31/3/2020	30/9/2020	Schools and settings closed on 23 March 2020 owing to Covid-19. This is likely to have some longer term impact on our target to match school readiness by 2021 owing to potential gaps in learning and support that would have otherwise been in place.	Gerard Jones	22/7/2020
DC155	Get Oldham Working to engage with 6,000 residents and fill 5,000 new employment-related opportunities by 2020	Jon Bloor	Cllr S Fielding	14/4/2020	31/3/2020	31/3/2020	Since April 2016 the GOW phase 2 programme has filled 5,034 work related opportunities (against a target of 4,061). This consisted of 3,642 jobs, 117 traineeships, 606 apprenticeships & 669 Work experience placements. The programme has therefore achieved the target set 9 months early. It has been enhanced by £2.5m external funding.	Gerard Jones	30/4/2020
DC156	Encourage 'In work' progression to help at least 400 residents gain new skills so they can gain promotions up the career ladder (Career Advancement Service)	Jon Bloor	Cllr S Fielding	28/4/2020	31/3/2020	30/6/2020	Work is currently ongoing to review this programme. It has achieved significant uplift in salary levels for programme attendees. Funding ended March 2020 - work is ongoing to secure external funds.	Gerard Jones	30/4/2020
DC157	Fight for a Fair Employment borough, and lead the way as a GM Good Employment Charter member	Jon Bloor	Cllr S Fielding	28/4/2020	31/3/2020	30/6/2020	The Council is working towards signing the GM Good Employer Charter. It is also supporting this initiative with promotion via Growth Company and the Council Business Growth and Investment team.	Gerard Jones	30/4/2020
DC191	Explore options to support parents as co-educators, strengthening the partnership between council, schools and parents	Tony Shepherd	Cllr S Mushtaq	7/7/2020	31/3/2020	30/6/2020	Engagement through PCF, POINT and updates to the Local Offer. Co-production with partners has, and will continue to take place into the future as part of the SEND Strategy.	Gerard Jones	22/7/2020
DC193	Improve support for schools recruiting governors, particularly from underrepresented communities	Andy Collinge	Cllr S Mushtaq	9/7/2020	31/3/2020	1/4/2021	We continue to look at innovative ways to widen uptake of Governor vacancies across all communities in Oldham.	Gerard Jones	22/7/2020

Ref	Actions	Action Updater	Cabinet Member	Date Comments Reviewed	Due Date	Forecasted Completion Date	Comments (Covid-19 impact highlighted in pale red)	Action Owner	Director Approve Date
DC194	Council investment will have ensured by 2022 that all new school places created for Oldham children and young people are in good or outstanding schools.	Tony Shepherd	Cllr S Mushtaq	7/7/2020	31/3/2022	30/9/2022	Crompton House extension scheduled for completion by Sept 2020; North Chadderton extension paper to SMT; Leesbrook new build scheduled for opening Nov 2020; Bluecoat 2 new build for Sept 2022.	Gerard Jones	22/7/2020
DC195	Oldham to match the national level of school readiness by 2021 through supporting best practice in early family learning support programmes	Matthew Bulmer	Cllr S Mushtaq	7/7/2020	31/3/2021	31/7/2021	Predictive data suggests that data would rise again this year, however on May 5th the Government announced that early years foundation stage profile results 2019-20 publication has been cancelled due to Covid-19.	Gerard Jones	22/7/2020
DC196	Oldham children and young people (5-16) to report better than national averages of wellbeing by 2021 through targeted support for SEMH(Social Emotional and Mental Health) programmes in schools.	Matthew Bulmer	Cllr S Mushtaq	7/7/2020	31/3/2021	31/3/2021	There is no national wellbeing measure, so comparison with other areas is not possible. Oldham MHWB team developing a local measure to assess impact of targeted support programmes in schools. These continue through networks, training & joint working across services through COVID. Additional resource available from Nov 20 following a successful bid to GM MHIE	Gerard Jones	22/7/2020
DC197	Promote the Children's Champions scheme so that every child looked after has a champion to support them	Elaine Devaney	Cllr E Moores	6/7/2020	31/3/2020	30/6/2020	The scheme is not running to full capacity due to some restrictions still being in place with recruitment and facilitating young people in meetings during Covid-19. 37 young people have a champion and we have recently had 5 referrals from social workers expressing an interest for young people wanting to be involved in the scheme.	Gerard Jones	22/7/2020
DC198	Explore the options to provide free prescriptions to all children looked after and care leavers under 25	Elaine Devaney	Cllr E Moores	14/4/2020	31/3/2020	31/3/2020	The free prescriptions process is set-up. Health partners have agreed to fund all free prescriptions. One young person received their free prescriptions after testing the application process and the system is now live.	Gerard Jones	30/4/2020

Ref	Actions	Action Updater	Cabinet Member	Date Comments Reviewed	Due Date	Forecasted Completion Date	Comments (Covid-19 impact highlighted in pale red)	Action Owner	Director Approve Date
DE117	Improve security at bus stations, metrolink stops and car parks	Carol Brown	Cllr B Brownridge	1/7/2020	31/3/2020	30/9/2020	Appropriate interventions to be requested through TfGM as the responsible authority	Helen Lockwood	15/7/2020
DE119	Enhance and support all town centres by retaining and helping businesses to grow and thrive, and by encouraging new businesses to start up in empty properties	Emma Barton	Cllr S Fielding	6/7/2020	31/3/2020	30/9/2020	The Greaves under offer to a restaurant, due to open in December 2020. 18 Greaves Street is leased to micro bar due to open August 2020.  Work underway on 2 grant schemes in Royton and remaining schemes in Shaw and Lees. One outstanding scheme in Failsworth still to be completed.	Helen Lockwood	15/7/2020
DE139	Greater Manchester's Plan for Homes, Jobs and the Environment (aka GMSF): in partnership with GMCA, provide support for the opportunities and implications associated with the proposed development sites across the borough	Emma Barton	Cllr H Roberts	6/7/2020	31/3/2021	31/3/2021	Timeline for consultation on the Publication Plan is being reviewed – likely to be late Autumn. A report will be taken to GMCA at the end of July setting out the revised timeline at which point it will be in the public domain. There are risks still associated with this in relation to Covid-19 etc.	Helen Lockwood	15/7/2020
DE148	Maintain our 24-hour road repair promise for priority routes and invest in our secondary routes and highways	Gordon Anderson	Cllr B Brownridge	15/7/2020	31/3/2020	31/3/2021	The 2nd year of the 3 year £12m Highways Investment Programme is on target.	Helen Lockwood	15/7/2020
DE170	Review, develop and deliver a new Town Centre Vision, with an associated action plan, children's masterplan, and comprehensive investment plan, which will support our local communities and ensure it is a place that thrives.	Emma Barton	Cllr S Fielding	6/7/2020	31/3/2020	30/9/2020	Vision is under review to ensure it is suitable for post Covid and will be reported to Cabinet in the Autumn in conjunction with Creating a Better Place Review.  Communications plan to be developed in late Summer 2020 to coincide with the review of the Local Plan.  Work continues through Covid-19 period.	Helen Lockwood	15/7/2020

Ref	Actions	Action Updater	Cabinet Member	Date Comments Reviewed	Due Date	Forecasted Completion Date	Comments (Covid-19 impact highlighted in pale red)	Action Owner	Director Approve Date
DE171	Develop and deliver the Oldham Museum and Archive (OMA) Centre to enhance the cultural offer in the town centre	Emma Barton	Cllr S Fielding	6/7/2020	31/3/2021	31/3/2021	Some delays due to uncertainty with Covid-19 period. Progression to be confirmed following decision at Leadership in conjunction with Creating a Better Place review.	Helen Lockwood	15/7/2020
DE172	Develop and deliver the transformation of Oldham Mumps (Princes Gate) area	Emma Barton	Cllr S Fielding	6/7/2020	31/3/2021	31/3/2021	Travelodge and Lidl - discussions continue with developer regarding expected planning application and development timelines.  The Old Bank–offers received and highest scored bid will receive Heads of Terms in order to progress sale.  Site C housing site–feasibility and options being developed to support Creating a Better Place and Housing Strategy priorities	Helen Lockwood	15/7/2020
DE173	Develop options / business cases for key projects which will act as enablers for catalytic transformation of Our Town Centre - (examples - Market and retail offer, public services accommodation, culture offer and event space)	Emma Barton	Cllr S Fielding	6/7/2020	31/3/2020	30/6/2020	Significant opportunity being developed for town centre, which supports Creating a Better Place agenda.  Options around New Market building continue to be reviewed. Wider town centre options under review to ensure future sustainability of the market post Covid-19.	Helen Lockwood	15/7/2020
DE186	Develop Oldham town centre's night time economy, attracting new, high quality businesses and creating a connected, diverse and safe evening offer	Emma Barton	Cllr S Fielding	6/7/2020	31/3/2020	30/6/2020	The Town Centre Team has offered support to existing night-time economy businesses during the Covid-19 pandemic, including in relation to their re-opening.	Helen Lockwood	15/7/2020
DE187	Double the number of co-operative enterprises active in the borough	Emma Barton	Cllr S Fielding	6/7/2020	31/3/2020	30/6/2020	Work has continued to support the Oldham In Place Partnership LAP application and is now in development phase. This will create an approach that will secure greater development of social enterprises including Co-operative Enterprises.	Helen Lockwood	15/7/2020

Ref	Actions	Action Updater	Cabinet Member	Date Comments Reviewed	Due Date	Forecasted Completion Date	Comments (Covid-19 impact highlighted in pale red)	Action Owner	Director Approve Date
DE190	Identify sites for public water fountains to support our green agenda	Gail Aspinall	Cllr B Brownridge	6/7/2020	31/3/2020	30/6/2020	The GMCA has paused its water fountains project.	Helen Lockwood	15/7/2020
DE191	Extend our free weekend car parking pledge (up to 3 hours) with unlimited free parking on weekdays after 3pm.	Emma Barton	Cllr B Brownridge	6/7/2020	31/3/2020	30/6/2020	Report prepared to be submitted to Portfolio meeting. However – all parking arrangements relaxed and / or suspended to support key workers during Covid-19 period.	Helen Lockwood	15/7/2020
DP213	Establish joint working with planning to support health promoting environments within the context of the GM spatial framework for new homes, town centre planning and transport infrastructure planning	Katrina Stephens	Cllr Z Chauhan	6/7/2020	31/3/2020	30/6/2020	Work in response to Council motion on health impact assessments is progressing. A process to provide public health input into Licensing decisions has been scoped, and is on track. Work paused due to Covid-19.	Rebekah Sutcliffe	10/7/2020
DP414	Create a programme of events and activities to tackle social isolation and increase access to culture	Katrina Stephens	Cllr Z Chauhan	6/7/2020	31/3/2020	30/6/2020	Audio-Described & BSL tours and activities at Gallery Oldham on-going. The Unexpected activity programme engaging older people with history collections. Libraries of Sanctuary programme on-going. Reading Friends which targeted older social isolated people now includes younger LGBT groups. Autism & dementia friendly activities. Work paused due to Covid-19.	Rebekah Sutcliffe	10/7/2020
DP415	Develop the Local Cultural Education Partnerships	Katrina Stephens	Cllr B Brownridge	6/7/2020	31/3/2020	30/6/2020	Funding has been secured to appoint a co-ordinator. Core group has broken in to task teams to progress key activities. Continuing to explore match funding options to release Curious Minds development funds to progress objectives. Work paused due to Covid-19.	Rebekah Sutcliffe	10/7/2020

Ref	Actions	Action Updater	Cabinet Member	Date Comments Reviewed	Due Date	Forecasted Completion Date	Comments (Covid-19 impact highlighted in pale red)	Action Owner	Director Approve Date
<b>Corporate Objective 2 : Thriving communities where everyone is empowered to do their bit</b>									
DA104	Implement GM Learning Disabilities priorities ensuring all 10 priorities become BAU	Jayne Ratcliffe	Cllr Z Chauhan	13/7/2020	31/3/2020	1/9/2020	This is ongoing work and forms part of the workplan and the local LD strategy in Oldham.	Mark Warren	15/7/2020
DA112	Review of the community services statutory requirements and compliance to include;-Care Act-Social care Green paper-NHS 10-year plan compliance-LPS(Liberty Protection Safeguarding)/MCA(Mental Capacity Act)	David Garner	Cllr Z Chauhan	10/7/2020	31/12/2019	30/9/2020	This continues as an ongoing piece of work that requires ongoing horizon scanning and action on key pieces of legislation and statutory guidance impacting on the work of community services. This is particularly relevant in regard to the response to the C-19 pandemic and the future of health and social care as part of the building back better programme.	Mark Warren	15/7/2020
DA115	New legislative frameworks relating to MCA(Mental Capacity Act)/LPS(Liberty Protection Safeguarding) are embedded confidently in practice and leads to an increase in CoP DoLs in community settings	Hayley Eccles	Cllr Z Chauhan	10/7/2020	31/3/2021	31/3/2021	Our information and guidance for the workforce are in line, uphold & work in adherence to the Mental Capacity Act. We are developing Mental capacity training to support our workforce to be confident & effective in undertaking mental Capacity assessments remotely during the Covid period. LP planning is ongoing & we are meeting with national leads in July 2020	Mark Warren	15/7/2020
DA121	Monitor the effectiveness of the new RAS approach and further develop our personalised approach to our customer's health and social care journey.	Kirsty Littlewood	Cllr Z Chauhan	30/4/2020	31/3/2020	30/6/2020	Reporting arrangements now in place to monitor outputs from the RAS and sub groups established to lead on reviewing the data, to ensure the system is effective.	Mark Warren	15/7/2020

Ref	Actions	Action Updater	Cabinet Member	Date Comments Reviewed	Due Date	Forecasted Completion Date	Comments (Covid-19 impact highlighted in pale red)	Action Owner	Director Approve Date
DA123	OMBC to continue to take a lead GM role in the GM transformation agenda, working across the core features of the GM ASC Transformation model (which includes supporting people to live independent lives for longer in their own homes)	David Garner	Cllr Z Chauhan	10/7/2020	31/3/2020	30/9/2020	This is an ongoing piece of work that includes involvement in a wide range of different GM Transformation Agendas that reflect the priorities of the Oldham Locality Plan. Involvement levels are dependent on the specific activities. This activity ensures Oldham is represented and takes a lead where appropriate and is able to report on levels of involvement.	Mark Warren	15/7/2020
DA125	Achievement of our joint vision and priorities for the community health and adult social care service, covering key areas, such as stakeholder relationship, access to services, community enablement and IMT.	Mark Warren	Cllr Z Chauhan	10/7/2020	31/3/2020	31/3/2021	Priorities continue to be developed and remain at multiple stages of implementation. This will form a key part of the C-19 recovery planning and subsequent business plan under development within CHASC and includes the formalisation of an interim alliance model. This includes the development of a three stage plan. CHASC will now progress to the next stage.	Mark Warren	15/7/2020
DC167	Deliver on the corporate parenting strategy to significantly improve the life chances of every child in Oldham's care.	Elaine Devaney	Cllr E Moores	6/7/2020	31/3/2022	31/3/2022	During the Covid period we have provided additional laptops and mobile phones so that our children and young people can continue to study and keep in contact with important people in their lives. Listening to our children and young people is important to us and this will be easier with the new participation app 'Mind of My Own' being rolled out in Oldham.	Gerard Jones	22/7/2020

Ref	Actions	Action Updater	Cabinet Member	Date Comments Reviewed	Due Date	Forecasted Completion Date	Comments (Covid-19 impact highlighted in pale red)	Action Owner	Director Approve Date
DC171	Collaborate with the Early Intervention and Prevention Review in the development of Oldham Family Connect to ensure that recommendations are implemented in line with our ambition for Children in Oldham	Elaine Devaney	Cllr A Chadderton	14/4/2020	31/3/2020	31/3/2020	The review findings are being used to inform the development of the Oldham Family connect model. A group has been convened to steer the development of the tender for the contracted lower level services and connectivity with Oldham Family Connect.	Gerard Jones	30/4/2020
DC190	Support schools to set up breakfast clubs in every ward, and continue projects to tackle holiday hunger	Amanda Richardson	Cllr S Mushtaq	14/7/2020	31/3/2020	1/12/2020	Schools and settings closed on 23 March 2020 owing to Covid-19. Alternative model for FSM feeding is in place locally and nationally. The government has announced a package of support for pupils in receipt of FSM during summer holidays and schools are engaged with the implementation of this. A report will go to Portfolio in due course re: breakfast clubs.	Gerard Jones	22/7/2020
DC199	Review our fostering and adoption service to create more, stable places for children looked after, including through an incentive scheme for residents to become foster carers	Elaine Devaney	Cllr E Moores	7/7/2020	31/3/2020	30/9/2020	The retention of foster carers in the Fostering Service remains strong. We are reviewing our skills based assessment to ensure foster carers are supported and equipped to provide stability for Children and Young People within a family setting who have the most complex needs and behaviours. Stability has improved with 71% of children in a stable placement.	Gerard Jones	22/7/2020

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Ref	Actions	Action Updater	Cabinet Member	Date Comments Reviewed	Due Date	Forecasted Completion Date	Comments (Covid-19 impact highlighted in pale red)	Action Owner	Director Approve Date
DC200	Continue to work to ensure that all our Children Looked After are placed in the borough	Elaine Devaney	Cllr E Moores	7/7/2020	31/3/2021	1/4/2021	83% of Children Looked After are placed within Oldham provision. 90% of CLA are placed within a 20 mile radius of the child's home. This is above statistical neighbours at 84%. Placing children in Oldham where safe to do so and regular review of out of borough placements remains a priority at the Access to Resource Panel.	Gerard Jones	22/7/2020
DE124	Deliver pipeline of 1,000 new homes across the borough – with a range of high quality affordable and aspirational housing	Emma Barton	Cllr H Roberts	6/7/2020	31/3/2022	31/3/2022	Building sites now operational after CV-19 shutdown. None operating at full capacity. Impact of CV-19 unknown. Completing reports for 38 new affordable homes in Alt by First Choice, 39 shared ownership & affordable rent by Great Places in Royton. Proposal for 360 units in Town Centre being developed. Countryside commencing Site Investigations at Fitton Hill.	Helen Lockwood	15/7/2020
DE126	Commit to preserving and enhancing the quality of our environment. Prosecuting fly tippers and people who drop litter	Carol Brown	Cllr B Brownridge	1/7/2020	31/3/2020	30/9/2020	Enforcement work reacting to service requests continues. Additional work to support cleaner air around schools and the appropriate use of legislation is currently underway.	Helen Lockwood	15/7/2020
DE132	Review, adopt and implement a new Oldham Housing Strategy 2019	Emma Barton	Cllr H Roberts	6/7/2020	31/3/2022	31/3/2022	Draft MoU being worked up with Resonance, specialists in Social Investment. Individual MoU's with key housing providers being compiled to engage them with the Creating a Better Place Programme. Low carbon Council owned family homes being built at Primrose Bank. Oldham Code being developed to raise design and energy efficiency standards.	Helen Lockwood	15/7/2020

Ref	Actions	Action Updater	Cabinet Member	Date Comments Reviewed	Due Date	Forecasted Completion Date	Comments (Covid-19 impact highlighted in pale red)	Action Owner	Director Approve Date
DE140	Local Plan Review (Issues and Options)	Emma Barton	Cllr H Roberts	6/7/2020	31/3/2021	31/3/2021	Timeline for consultation on Issues and Options has been revised in light of Covid-19. Consultation now proposed for late Autumn. The Local Development Scheme will need to be revised once GMSF timeline is public.	Helen Lockwood	15/7/2020
DE144	Develop a joint programme of works to improve Air Quality across the Borough and Greater Manchester area	Carol Brown	Cllr B Brownridge	1/7/2020	31/3/2020	30/9/2020	Delays from Government in the response to the submitted Outline business case. Consultation delayed and work affected by the Covid-19 outbreak.	Helen Lockwood	15/7/2020
DE169	Improving Private Rented Sector standards	Emma Barton	Cllr H Roberts	6/7/2020	31/3/2022	31/3/2022	Delivery of the pilot being explored with Unity colleagues accessing Building Work frameworks to engage contractors and work to start on site. New property surveys being scheduled. Incentives within the Bond and Leasing Schemes enabling engagement with landlords to bring their properties to a good standard so they can let their properties through the Council	Helen Lockwood	15/7/2020
DE188	Establish the Oldham Code, setting our expectations for the quality of new homes	Emma Barton	Cllr S Fielding	6/7/2020	31/3/2020	30/6/2020	Work on the Oldham Code has been delayed due to Covid-19 and the need to focus on GMSF / Local Plan Issues and Options. This can be picked up once out to consultation on GMSF / Local Plan Issues and Options if needed. Or it can be looked at as part of the Local Plan review.	Helen Lockwood	15/7/2020
DE189	Work with stakeholders and the wider community to develop voluntary solutions to the problem of vehicle use around schools and vehicle idling; civil enforcement [also see DE192]	Emma Barton	Cllr S Fielding	8/4/2020	31/3/2020	30/6/2020	Resolved.	Helen Lockwood	30/4/2020

Ref	Actions	Action Updater	Cabinet Member	Date Comments Reviewed	Due Date	Forecasted Completion Date	Comments (Covid-19 impact highlighted in pale red)	Action Owner	Director Approve Date
DE192	Work with stakeholders and the wider community to develop voluntary solutions to the problem of vehicle use around schools and vehicle idling; vehicle emissions [also see DE189]	Carol Brown	Cllr B Brownridge	1/7/2020	31/3/2020	30/9/2020	Work to support cleaner air around schools and the appropriate use of legislation is currently underway.	Helen Lockwood	15/7/2020
DP293	Lead the strategic development of place based integration and reform across the borough and implement planning for the GM reform white paper.	Vicky Sugars	Cllr S Fielding	9/7/2020	31/3/2020	30/9/2020	Design partner awarded with a Plan in place. Accelerated aspects of the Model are now in place due to the work on Community Bronze and Hubs First Reform Board has taken place and Implementation Plans under development.	Rebekah Sutcliffe	10/7/2020
DP359	Work with Senior Officers and Elected Members to develop a narrative for both the place and the organisation that reflects our ambitions, our priorities and our values.	Shelley Kipling	Cllr S Fielding	15/7/2020	31/3/2020	30/9/2020	Work on the development of a narrative for the Council is being taken forward as part of plans for the Team Oldham Corporate Plan delayed owing to Covid-19. The Team Oldham Plan is due to go through a sign off process prior to being presented at Full Council for approval in September.	Rebekah Sutcliffe	17/7/2020
DP363	Work with Oldham Coliseum and Arts Council England to agree a sustainable model for the future of performing arts in the borough	Sheena Macfarlane	Cllr S Fielding	9/7/2020	31/3/2020	30/6/2020	Phase 2 is on-going and has been delayed due to covid 19 and changes to Arts Council funding programmes and priorities. Wider stakeholder engagement also deferred due to Covid. Project now aligned with Town Board work and activity is supporting both workstreams.	Rebekah Sutcliffe	10/7/2020

Ref	Actions	Action Updater	Cabinet Member	Date Comments Reviewed	Due Date	Forecasted Completion Date	Comments (Covid-19 impact highlighted in pale red)	Action Owner	Director Approve Date
DP366	Review of prevention and early intervention to inform recommissioning of Early Help	Liz Lyons	Cllr A Chadderton	9/7/2020	31/3/2020	31/12/2020	Review completed– Ext to external commissions granted by Cabinet in Nov. Procurement on track for 2 main features of contract for Early Intervention (Formally low & medium level Early Help) & Health Improvement & Weight management services. Additional month on ITT granted due to COVID 19 situation, new go live Nov 20	Rebekah Sutcliffe	10/7/2020
DP413	Develop Northern Roots, building relationships with partners and stakeholders, and consulting with residents. [An action in the Economy portfolio re the Alexandra Park depot exists – DE142]	Anna Da Silva	Cllr S Fielding	9/7/2020	31/3/2020	30/9/2020	Northern Roots is progressing well. The Northern Roots charitable company has been set up and initial Directors appointed. Consultation with residents, partners and stakeholders is ongoing as possible under Covid 19 conditions. Funding application to Towns Fund to be submitted by the end of July 2020.	Rebekah Sutcliffe	10/7/2020
DP416	Encourage wider use of our excellent leisure facilities, and better food choices through Healthy Oldham promotions targeting those who benefit the most	Katrina Stephens	Cllr Z Chauhan	6/7/2020	31/3/2020	30/6/2020	Promoting physical activity opportunities and healthier food choices are key themes in the developing healthy weight and physical activity strategy, including local adoption of the 'That Counts' campaign. Work is underway through the LDP to develop and promote a wider leisure and physical activity offer for the borough. Work paused due to Covid-19.	Rebekah Sutcliffe	10/7/2020

Ref	Actions	Action Updater	Cabinet Member	Date Comments Reviewed	Due Date	Forecasted Completion Date	Comments (Covid-19 impact highlighted in pale red)	Action Owner	Director Approve Date
<b>Corporate Objective 3 : Cooperative services with people and social value at their heart</b>									
DA105	Lead the work being undertaken with partner organisations to implement a new approach to the delivery of community enablement	David Garner	Cllr Z Chauhan	10/7/2020	31/3/2021	31/3/2021	The Community Enablement Transformation Programme is ongoing. A longer term planning review for implementation of the overall enablement programme is now underway along with a business case for phase 2 being developed. The enablement teams are a key part of the response to C-19. Longer term plans are drafted & form part of the review of Transformation.	Mark Warren	15/7/2020
DA108	Implementation of the phase 2 cluster and specialised service integration programme to realise true integrated service delivery (links to several business planning actions)	Jayne Ratcliffe	Cllr Z Chauhan	13/7/2020	31/3/2020	30/9/2020	Integration of Community Health & Adult Social Care is ongoing at both a strategic and operational level. Work is underway to establish the organisational form of CHASC going forward which will include the further integration of the place-based clusters and links to the Primary Care Networks as well as specialist service provision.	Mark Warren	15/7/2020
DA110	Oversee the transition of clinical services to NCA(Northern Care Alliance) and ensure OMBC staff and priorities are embedded within the revised governance and employer model arrangements	Mark Warren	Cllr Z Chauhan	8/10/2019	31/8/2019	31/8/2019	Transfer of staff successfully took place on 1 July. The first 100 day check has been completed and work continues to monitor the impact of the transfer.	Mark Warren	30/4/2020

Ref	Actions	Action Updater	Cabinet Member	Date Comments Reviewed	Due Date	Forecasted Completion Date	Comments (Covid-19 impact highlighted in pale red)	Action Owner	Director Approve Date
DA111	Development of an Oldham Cares Strategic Commissioning Function (SCF) with the CCG to enable transition to a single commissioning function	Mike Barker	Cllr Z Chauhan	10/7/2020	31/12/2019	1/3/2021	We are progressing to a end of March 2021 deadline. Work to decant the CCG from Ellen House into the Civic Centre will be complete by the end of August, the shared IT platform to support and enable integrated working is on track. Staffing structures are now being developed alongside new governance structure.	Mark Warren	15/7/2020
DA117	Implement a redesigned, integrated safeguarding model	Hayley Eccles	Cllr Z Chauhan	10/7/2020	31/3/2020	1/7/2021	The Head of Adults Strategic safeguarding was appointed on the 1st July 2020. The redesigned safeguarding model is now completed. The integrated Safeguarding model is ongoing with focussed work ongoing in relation to mental health, transition and complex and contextual safeguarding.	Mark Warren	15/7/2020
DC20	Inclusion (SEND) Strategy will aim to- Increase children educated in the borough- Reduce EHC requests and use resources flexibly- Improve post 19 provision- Ensure a sustainable and effective local offer is in place	Paula Green	Cllr S Mushtaq	30/4/2020	31/3/2020	30/9/2020	Requests for EHCP needs assessments & the process of assessment continue despite C-19. The EHCP recovery plan is underway through SEND annual review team. The impact of the SEND Strategy is being reviewed during summer term 2020 as part of a wider review in to the high needs block provision. Recommendations will be finalised by 1st May.	Gerard Jones	22/7/2020
DE162	The Medium Term Property Strategy (MTPS) is focused on rationalising the Council's Corporate Estate (over a 4 year period)	Emma Barton	Cllr S Fielding	6/7/2020	31/3/2022	31/3/2022	New MTPS delivered as part of Creating a Better Place.  A number of theme work streams are progressing review land and property requirements and support savings plans and future disposals.	Helen Lockwood	15/7/2020

Ref	Actions	Action Updater	Cabinet Member	Date Comments Reviewed	Due Date	Forecasted Completion Date	Comments (Covid-19 impact highlighted in pale red)	Action Owner	Director Approve Date
DS103	Through our Welfare Rights Service, support people adversely affected by Welfare Reform.	Anne Ryans	Cllr A Jabbar	4/7/2020	31/3/2020	30/9/2020	The team continues to proactively support those who who contact the team for assistance and have developed out reach arrangements with cluster teams. The team is working to achieve additional financial support for customers (£1m for a full year). Progress towards this target will be reported in future updates	Mike Barker	15/7/2020
DS184	Supporting delivery against key strategies including the town centre vision, the medium term property strategy, income strategy and commercial property investment strategy	Anne Ryans	Cllr A Jabbar	4/7/2020	31/3/2020	30/9/2020	Work continues to support these strategies but due to coronavirus there is a major review of the Creating a Better Place overarching development strategy approved as part of the capital programme at 26 Feb. 2020 Council. Finance officers attend all meetings, working groups and Member briefings to progress the town centre vision	Mike Barker	15/7/2020
DS232	Procurement will carry out a due diligence exercise establishing by category of spend business types within Oldham	Steve Boyd	Cllr A Jabbar	8/7/2020	31/3/2020	30/6/2020	Procurement have now completed the task of identifying local businesses by category type, and have now started the process of targeted engagement with Oldham Suppliers within the various cohorts.	Mike Barker	15/7/2020
DS240	Review council report templates to include the impact on children and young people on every report	Elizabeth Drogan	Cllr S Fielding	15/7/2020	31/3/2020	30/9/2020	Template currently being finalised.	Paul Entwistle	4/8/2020
DS242	Deliver IT Strategic Roadmap within agreed timeframes in project plan.	Chris Petrie	Cllr A Jabbar	6/4/2020	31/3/2021	31/3/2021	The IT strategic roadmap has been reprofiled and approved by the Strategic Investment Board (SIB). Individual projects are reported and tracked through the SIB during its monthly meetings.	Helen Lockwood	15/7/2020

Accountable Lead  
Craig Dale

Follow-up Action

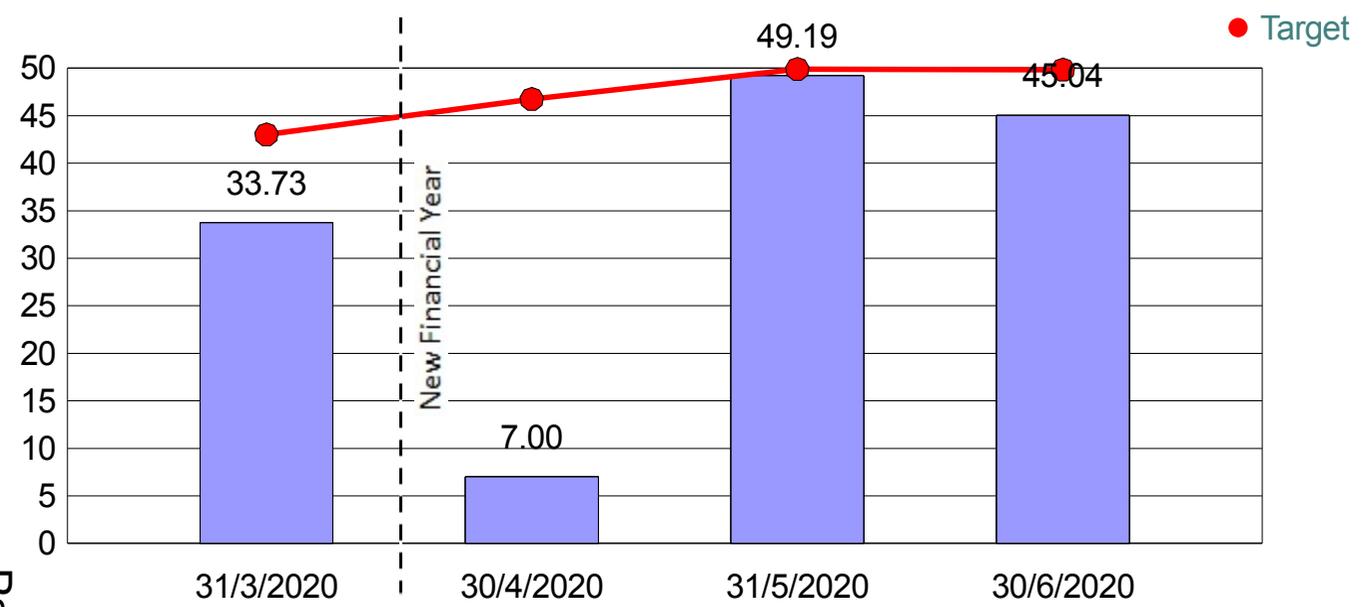
Due to Covid-19 we temporarily moved to weekly refuse collection only, this ensured that we maintained a collection of the most essential waste produced. This was on the back of reduced staffing numbers and the need to protect those staff in work. This affected our recycling rate significantly. We have since reintroduced recycling but with a reduced organic collection scheme (three weekly from weekly) the recycling rate is a result of the initial changes combined with the ongoing 3 weekly organic cycle, however it remains the case that we are unlikely to meet our target for some time due to the revised organic collection schedules in place.

Target Date  
no date available

Director Assurance  
Carol Brown

Whilst safety of our staff remains the priority we are currently examining opportunities to increase the number of operatives that can travel in the refuse collection vehicles and enable the return to a weekly organic waste collection.

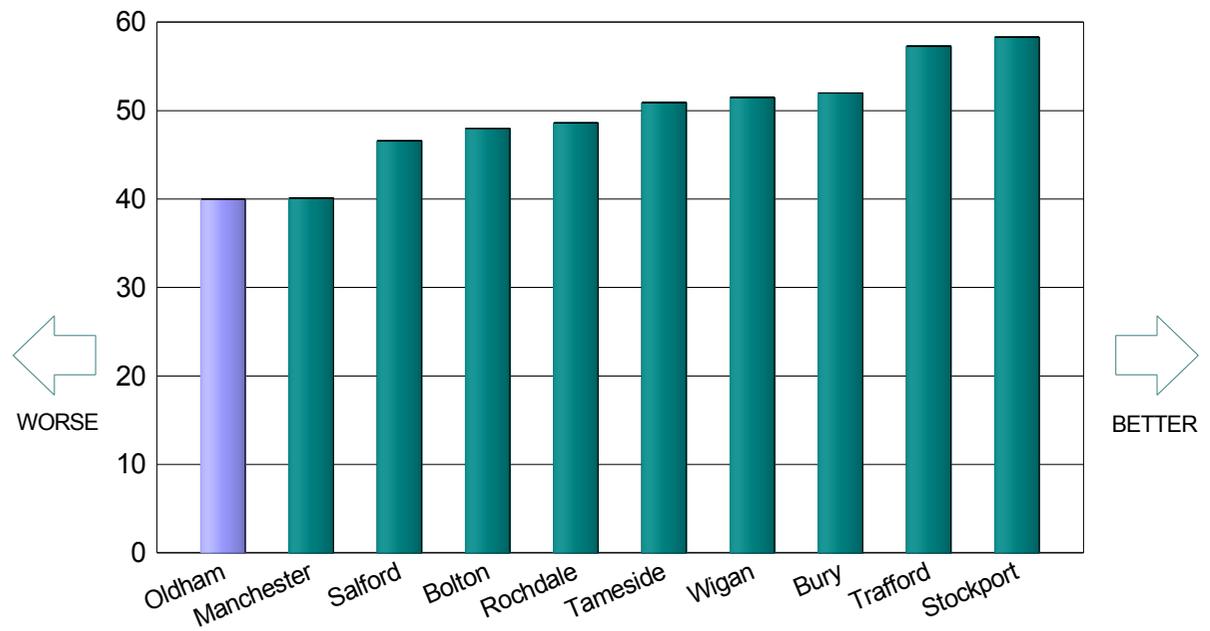
Current and Previous Performance



Page 5

Benchmarking Period  
Financial year  
01 Apr 18  
to  
31 Mar 19  
*Updated Annually*  
Averages  
Geographical neighbours 43.78  
English authorities 41.97  
GMCA 49.33  
CIPFA nearest neighbours 41.17

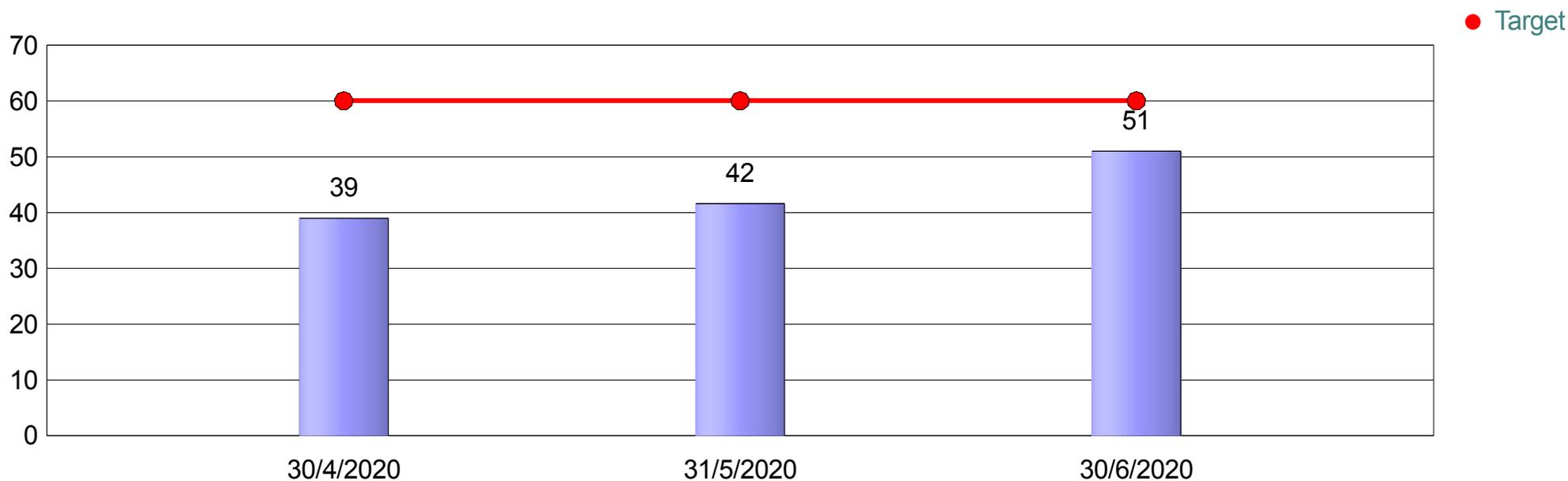
Benchmarking Definition : Percentage of household waste sent for reuse, recycling and composting (annual) (%)



← WORSE

→ BETTER

**Current and Previous Performance**



**Follow Up Action and Assurance Details**

**Accountable Lead**

Sara Scholey

**Target Date**

no date available

No Benchmarking Available

**Accountable Lead Follow Up Action**

Current position: Performance has improved by 10% over the past month to 51% - this is still below our target of 60% however indicates significant progression. Changes to lockdown has seen young people return back to work which is encouraging. There has been a concentrated effort to ensure data is recorded accurately but also more frequently. We have also implemented a change to how the data is recorded to streamline the process for the workforce.

Actions: Work is continuing to raise the profile in respect of the EET agenda and we are moving forward with our service plan to identify an EET champion to bring detailed focus on improvement, create a reporting tracker to monitor performance, introduce NEET action plans for individual young people and develop an EET strategy.

**Director Assurance**

Elaine Devaney

We are progressing the EET monitoring meeting with partners to support young people aged 19-21 into Education, Employment and Training. In September colleges will join the group to understand and strengthen the offer further. There continues to be a significant impact on young people due to Covid and the availability of opportunities. Some development work will commence in September to review how the council supports Care Leavers in relation to employment, training and apprenticeships.

**Red Measure** M640(CP) Percent of 16 to 17 year olds who are not in education, employment or training (NEET)

**Follow Up Action and Assurance Details**

Accountable Lead

Donna Lewis

Follow-up Action

Actual for June is 3.7%. Positive Steps continue to work hard to engage, support and facilitate a return to a positive EET destination for this group of young people, for the remainder of this academic year but also to encourage Participation from Sept.

The virtual offer has been mapped out for young people who are exploring their options. We expect to see an increase in NEET as young people find out if their employment is still available to them. A variety of activities around transition, engagement, employer led careers workshops and changes to reporting systems with FE settings are in place for the summer and new term which will hopefully help to buffer any negative impacts of the economic position and ensure that young people have an opportunity to engage and maintain positive wellbeing.

Target Date

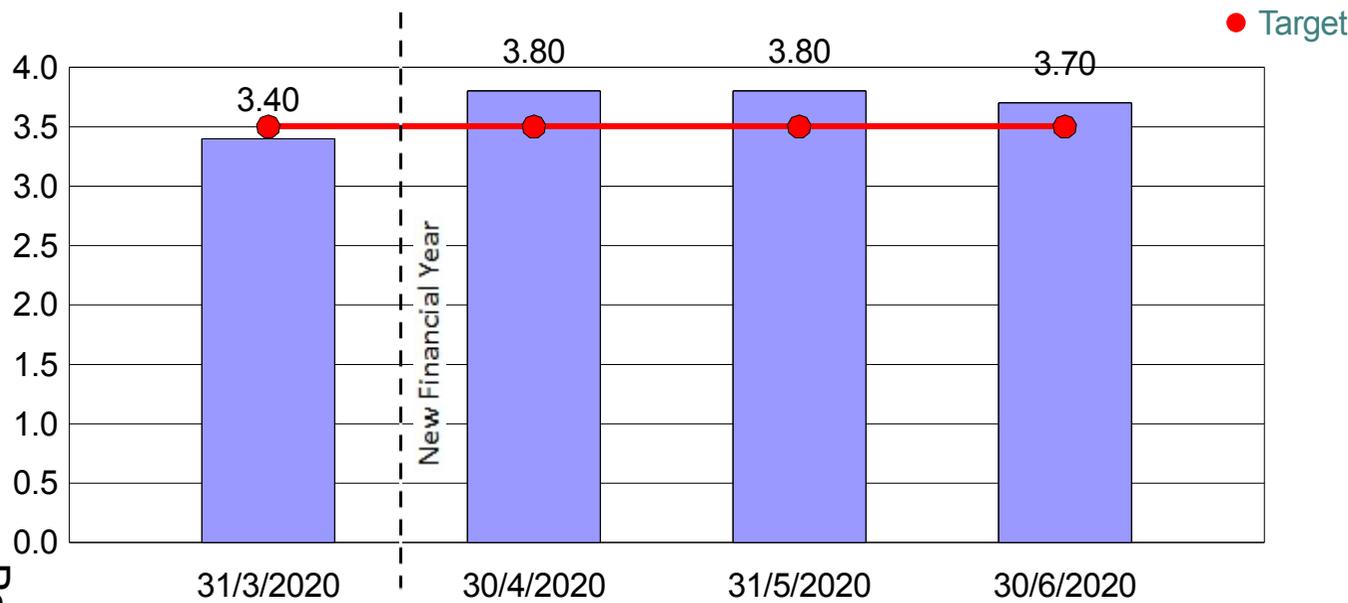
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Director Assurance

Tony Shepherd

NEET Performance in the year until March had been positive in relation to the target, the unknown rate is also performing better than national average which indicates that we have less young people not known to the PS IAG service. The consequent increase in Apr–Jun shows the impact of Covid on employment and Training opportunities.

**Current and Previous Performance**



Benchmarking Period  
Calendar year

01 Jan 18  
to  
31 Dec 18

Updated  
Annually

Averages

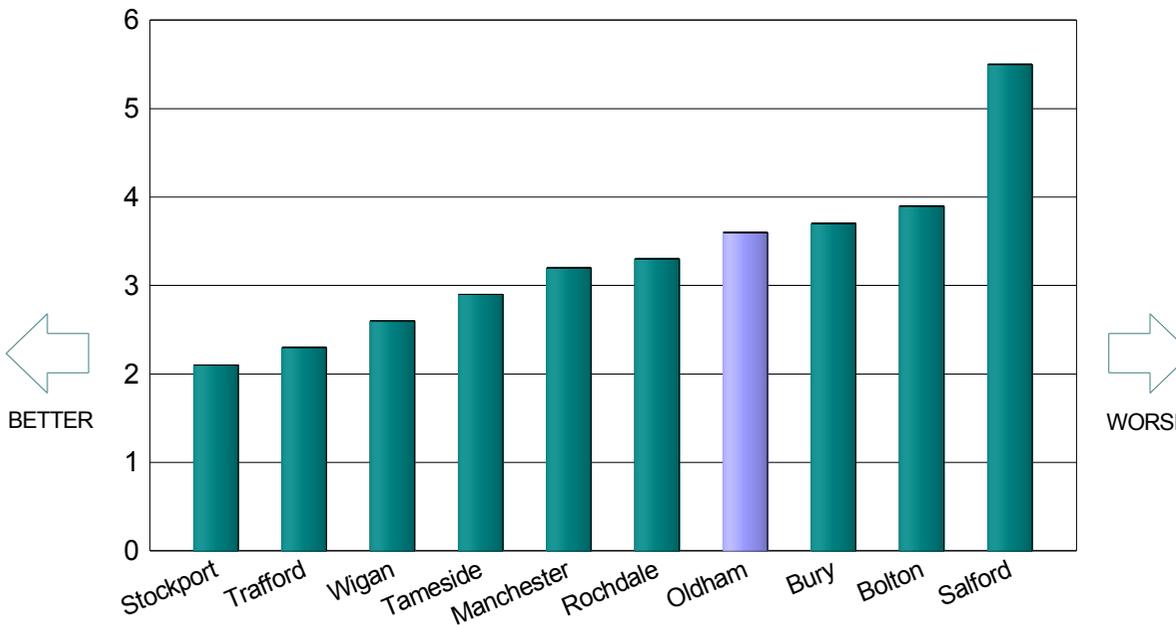
Geographical neighbours 3.0

English authorities 2.7

GMCA 3.3

CIPFA nearest neighbours 3.4

Benchmarking Definition : Proportion of 16 and 17 year olds who were not in education, employment or training (NEET) (%)

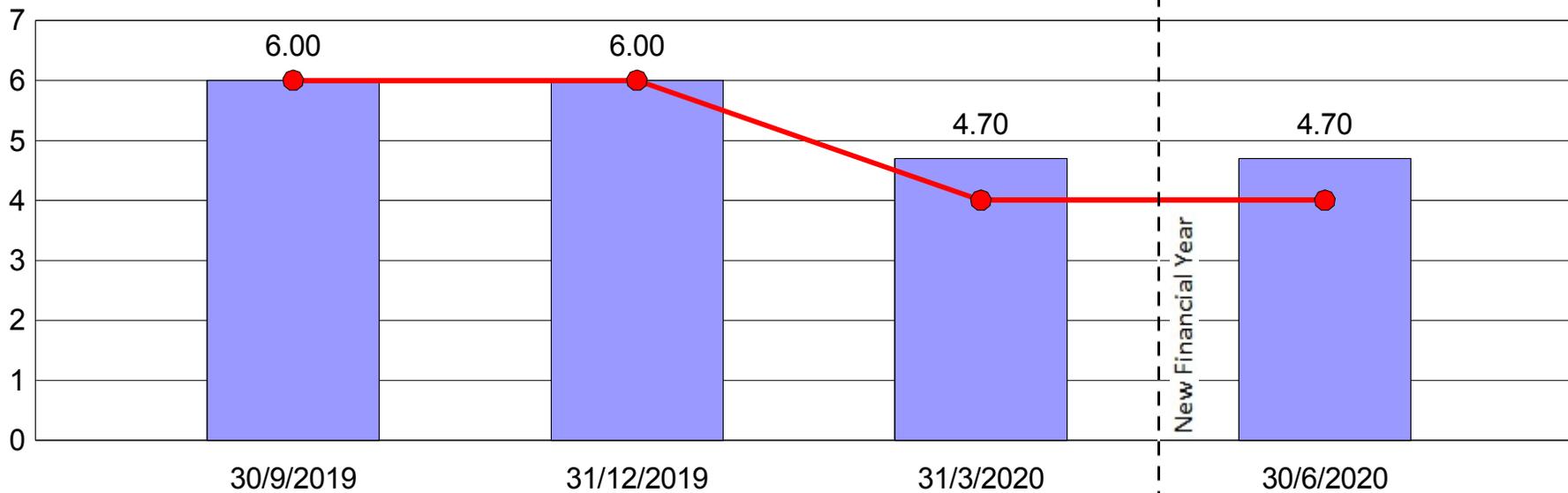


BETTER ←

→ WORSE

Current and Previous Performance

● Target



Follow Up Action and Assurance Details

Accountable Lead

Carol Brown

Accountable Lead Follow Up Action

There is a need to expand the measures used to track highways investment and improvement to include secondary routes and this will be worked through over the review period.

Director Assurance

Carol Brown

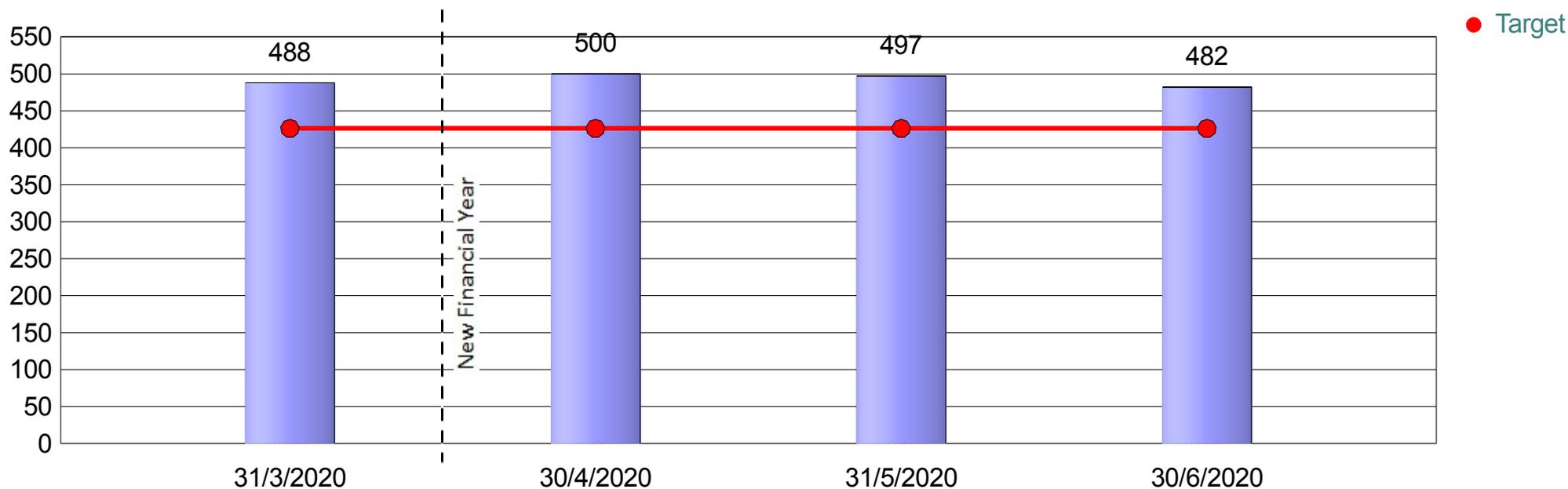
See Accountable Lead Follow Up Action comments

Target Date

31 Mar 2021

No Benchmarking Available

Current and Previous Performance



Follow Up Action and Assurance Details

Accountable Lead

Sara Scholey

Target Date

no date available

No Benchmarking Available

Accountable Lead Follow Up Action

Current position: Performance has improved again this month and is currently standing at 482.2 days, and whilst this remains above our target we are now performing below our statistical neighbours (486 days) which is positive. Performance is likely to fluctuate over the next couple of months as we continue to support children through the adoption process. A small number of children have been adopted over the past month all within timescale which has impacted positively, however there are still individual cases where timescales have been exceeded which will lead to further fluctuation. The tracking and monitoring of all cases continues to develop and become imbedded into practice.

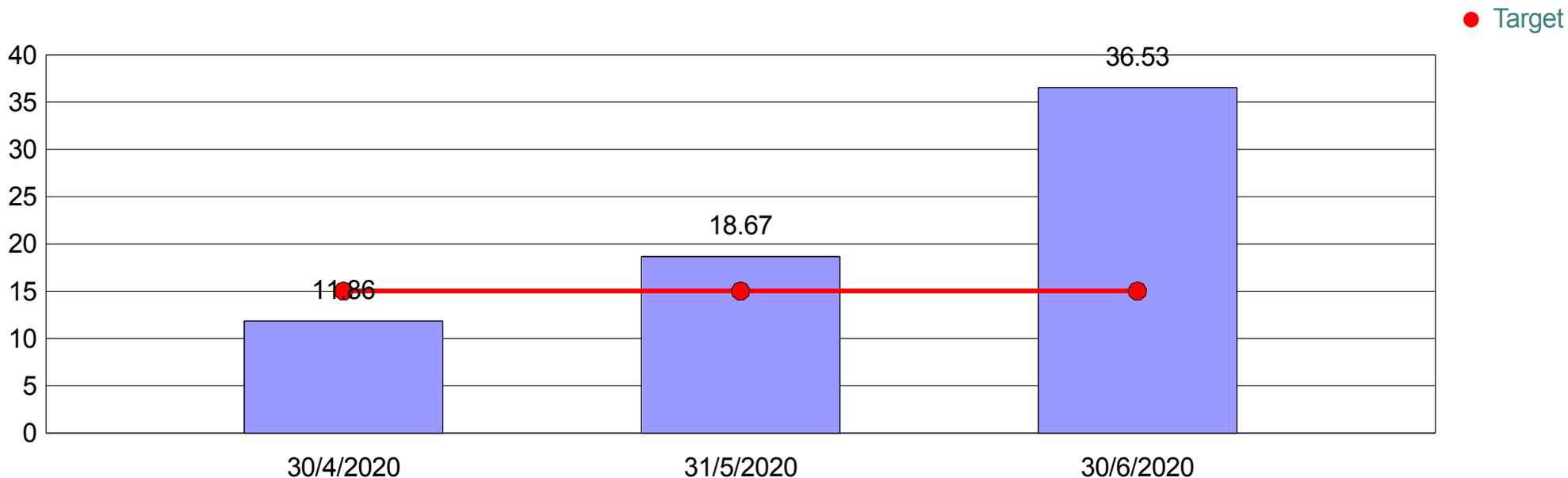
Actions: The detailed work continues within the service with the focus on early permanence becoming embedded as “business as usual”. We have recruited a permanence strategic lead to work across all service areas to ensure systems are robust to avoid drift and delay to deliver best practice so that children are placed with their ‘forever family’ in a timely manner.

Director Assurance

Elaine Devaney

The permanence planning for some children in care for a long period has left the service with legacy issues. We are addressing pathway planning yet there are no quick solutions as children move through the court process. Small numbers of children are going through Adoption, so the performance figure is impacted by very few going over timescale. Robust tracking processes are now in place in Mosaic and monitored weekly. We are scrutinising processes throughout the child’s journey to permanence.

Current and Previous Performance



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Follow Up Action and Assurance Details

Accountable Lead

Caroline Lee

Target Date

no date available

No Benchmarking Available

Accountable Lead Follow Up Action

Claims for Council Tax Reduction have increased significantly since lockdown. Overall volumes of post into the benefit service increased by 59% by the end of June 2020 (29,231 compared with 16,484 over the period April to June 2019) and the Council estimates that the working age Council Tax Reduction caseload could increase by 25% over the course of the year. At the same time as this increase in demand, remote access to core benefit processing systems has reduced productivity in lockdown by an estimated 20% but is steadily improving as a result of on-going work by ICT to strengthen the ability to home work. This includes the current pilot testing of a new online platform for accessing the Revenues and Benefits system. To help address the demand and backlog, the service has already recruited 2.5 fte agency staff to augment the resources available to process Council Tax Reduction (CTR) claims and has redeployed 2 staff from other teams to support activity in this priority area. Overtime has also been offered to Revenues and Benefit staff to tackle the outstanding post for both Council Tax and CTR and this has increased resourcing in this area equivalent to 3.5FTE. Further work to assess likely resources to cover the demand for the medium term is underway.

Director Assurance

Anne Ryans

There are area combination of factors which have led to this variance to target performance, all of which are caused by the impact of the pandemic. Action is being taken to address these issues including the engagement of additional staffing resource, however, this remains an area of concern. There is close liaison with Unity team to monitor the position and agree any further actions that may be required to improve performance.

# Appendix IV - Risks associated with Actions

Details of any Red risks will appear below the matrices

All risks

A	0	1	0	0
B	0	0	10	0
C	0	0	15	0
D	1	3	4	0
E	0	0	0	0
	IV	III	II	I

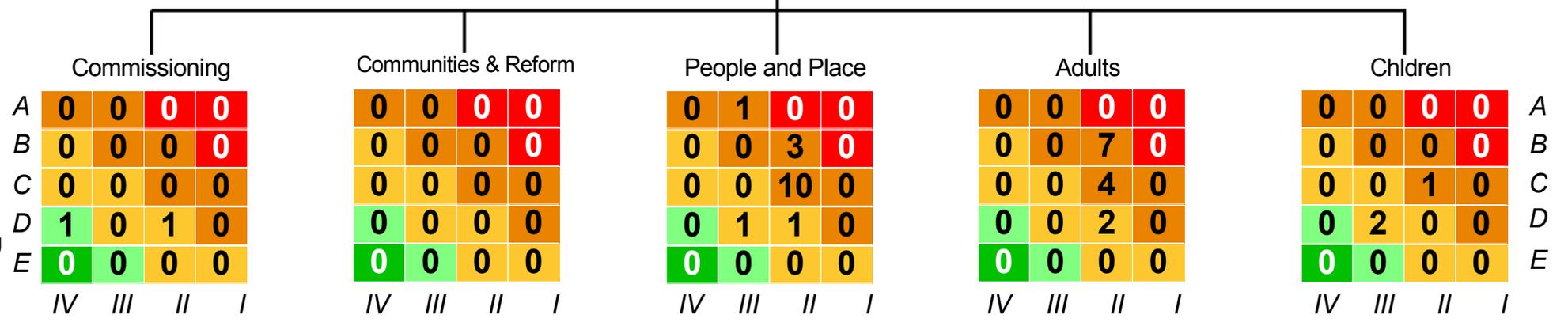
### Likelihood

- A Very High
- B High
- C Significant
- D Low
- E Very Low

### Impact

- I Catastrophic
- II Critical
- III Marginal
- IV Negligible

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Linked to Action	Ref	Risk Updater	Risk Description	Cabinet Member	Likelihood	Impact	Mitigation	Date Risk Reviewed
No Red risks to display								

**Appendix V - Amendments**

Details of potential changes to be made to the Corporate Performance Report

Performance Measure amendment(s)

<b>Measure Name</b>	<b>Amendment</b>
	None requested this month.

Action amendment(s)

<b>Action Name</b>	<b>Amendment</b>
Page 64	None requested this month.

# Appendix VI - Suspended Corporate Measures

## Suspended Measures - owing to the impact of Covid-19

M63(CP)	Number of visitors to Gallery Oldham
M69(CP)	Number of library visits per 1000 population. To library service points - not including web visits
M197(CP)	Number of visits to OCL Leisure Centres per 1000 population
M356(CP)	Number of work related opportunities created by Get Oldham Working
M357a(CP)	Number of Get Oldham Working related Job opportunities filled
M393(CP)	Number of businesses supported after being successfully included in a referral package / programme.
M408(CP)	Total new homes built
M409(CP)	Percentage of completed homes that are affordable
M494(CP)	Number of food hygiene inspections
M565(CP)	Delayed days (per 100,000 of the population) aged 18+ attributable to social care in England
M566(CP)	Percentage of care home beds rated as `Good` or `Outstanding` (NW ADASS CQC Data reports)
M567(CP)	Percentage of community based providers rated as `Good` or Outstanding
M648(CP)	% of children who have reached a Good Level of Development (GLD) at the end of the Early Years Foundation Stage.
M649(CP)	Percentage take up of 2 year-old children benefitting from funded early education places
M657(CP)	Percentage of children who pass the Year 1 Phonics screening test.
M659(CP)	Percent of NHS Health Checks offered which were taken up in the Quarter
M700(CP)	Attendance rates in Oldham Primary and Secondary Schools
M722(CP)	Percentage of pupils in good/outstanding Oldham schools
M730(CP)	Percentage of pupils achieving the national standard in reading, writing and mathematics at the end of Key Stage 2
M804(CP)	Percentage of young people who achieve level 5+ in both English and mathematics at KS4
M863(CP)	Percent of eligible adults aged 65+ who have received the flu vaccine
S357(CP)	Percentage of council tax in year collected of the total owed (cumulative)
S368(CP)	Percentage of national non domestic rates (NDR) collected in year as a % of the total owed

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## **Report to Overview and Scrutiny Performance and Value for Money Select Committee**

### **Finance Update – Revenue Monitor and Capital Investment Programme 2020/21 (Month 4 – July 2020)**

**Portfolio Holder:** Councillor Abdul Jabbar MBE, Deputy Leader and Cabinet Member for Finance & Green

**Officer Contact:** Anne Ryans, Director of Finance

**Report Author:** Anne Ryans, Director of Finance  
**Ext.** 4902

**1 October 2020**

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#### **Reason for Decision**

The report provides the Overview and Scrutiny Performance and Value for Money Select Committee with an update on the Council's 2020/21 forecast revenue budget position and the financial position of the capital programme as at 31 July 2020 (Month 4) together with the revised capital programme 2020/25. The report is included on the Cabinet meeting agenda of 28 September 2020.

#### **Executive Summary**

The Overview and Scrutiny Performance and Value for Money Select Committee is presented with the report: Revenue Monitor and Capital Investment Programme 2020/21 Month 4 – July 2020 (Appendix A), enabling the Select Committee to continue its review of the financial position of the Council. The report is also included within the 28 September 2020 Cabinet meeting agenda papers.

The report presents the current forecast revenue outturn position for 2020/21 together with that of the Dedicated Schools Grant (DSG), Housing Revenue Account (HRA) and Collection Fund. The report also outlines the most up to date capital spending forecasts for 2020/25 for approved schemes.

#### **Recommendation**

That the Overview and Scrutiny Performance and Value for Money Select Committee considers the financial position of the Council as presented in the report.

## **1 Background**

- 1.1 The Overview and Scrutiny Performance and Value for Money Select Committee has requested the presentation of financial reports so that it may review the financial position of the Council. Members of the Select Committee will recall that the month 3 position in relation to revenue and capital was presented to the Committee meeting held on 27 August 2020. An updated position; the Revenue Monitor and Capital Investment Programme 2020/21 Month 4 – July 2020 is now presented and is also included on the Cabinet agenda of 28 September 2020.
- 1.2 The report and supporting annexes are appended to this summary and will enable the Select Committee to further review how the Council is dealing with the financial challenge of the COVID-19 pandemic, how the various additional grants that have been received have been applied and how this translates to the forecast revenue budget position for 2020/21 and future years.

## **2 Current Position**

- 2.1 Members will recall that in addition to the month 3 monitoring information the Select Committee meeting on 27 August 2020 also considered a report which gave an update on the most recent:
- COVID related unringfenced revenue grants received
  - COVID related ringfenced revenue grants received
  - Other ringfenced revenue grants
  - Other unringfenced revenue grants
  - Capital grants including those received since April
- 2.2 That report also advised of the latest position in relation to the periodic COVID-19 reporting to the Ministry of Housing Communities and Local Government (MHCLG). The July return highlighted an anticipated in year pressure of £17.112m in excess of funding currently available. The figures in the month 4 report are an update on this position with the COVID related funding gap reducing to £15.556m.
- 2.3 The report attached at Appendix A therefore provides the Overview and Scrutiny Performance and Value for Money Select Committee with an update on the Council's 2020/21 forecast revenue budget position including that related to the COVID-19 pandemic and the financial position of the capital programme as at 31 July 2020 (Month 4) together with the revised capital programme 2020/25. It also presents the current forecast position for 2020/21 for the Dedicated Schools Grant (DSG), Housing Revenue Account (HRA) and Collection Fund.

## **3 Options/Alternatives**

- 3.1 The Overview and Scrutiny, Performance and Value for Money Select Committee members can either choose to:
- a) note the content of the report
  - b) challenge the information and ask for further detail to be provided at the next meeting.

## **4 Preferred Option**

- 4.1 The preferred option is that the Select Committee notes the content of the report appended to this summary.

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## **5 Consultation**

5.1 Consultation with the services within the Council and the Director of Finance.

## **6 Financial Implications**

6.1 Full financial implications are detailed in the two attached reports.

## **7 Legal Services Comments**

7.1 Legal comments are included within the two reports attached as appendices A and B.

## **8 Co-operative Agenda**

8.1 Improving the quality and timeliness of the financial information available to citizens of Oldham supports the co-operative ethos of the Council.

8.2 The revenue budget and capital strategy/ programme have been prepared so that they embrace the Council's co-operative agenda with resources being directed towards projects that enhance the aims, objectives and co-operative ethos of the Council. Ongoing budget monitoring is key to ensuring this objective is met.

## **9 Human Resources Comments**

9.1 There are no Human Resource implications.

## **10 Risk Assessments**

10.1 The risks are outlined in the two appended reports

## **11 IT Implications**

11.1 There are no IT implications.

## **12 Property Implications**

12.1 There are no Property implications.

## **13 Procurement Implications**

13.1 There are no Procurement implications.

## **14 Environmental and Health & Safety Implications**

14.1 There are no Environmental and Health and Safety implications.

## **15 Equality, Community Cohesion and Crime Implications**

15.1 There are no Equality, Community Cohesion and Crime implications.

## **16 Equality Impact Assessment Completed**

16.1 Not Applicable.

## **17 Key Decision**

17.1 No.

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## 18 Key Decision Reference

18.1 Not applicable.

## 19 Background Papers

19.1 The following is a list of background papers on which this report is based in accordance with the requirements of Section 100(1) of the Local Government Act 1972. It does not include documents which would disclose exempt or confidential information as defined by the Act:

Appendix A (Revenue Monitor and Capital Investment Programme 2020/21 Month 4 – July 2020):

File Ref: Revenue Background Papers are contained in Annex 1 including Appendices 1 and 2

Officer Name: Andy Cooper

Contact No: 0161 770 4925

File Ref: Capital Background Papers are contained in Annex 2 including Appendices A to G

Officer Name: Lee Walsh

Contact No: 0161 770 6608

## 20 Appendices

**Appendix A Revenue Monitor and Capital Investment Programme 2020/21 Month 4 – July 2020**

**Annex 1 Revenue Budget Monitoring Report 2020/21 Month 4 - July 2020**

Appendix 1 Quarter 1- Planned Transfers to/ from Reserves

Appendix 2 Financing of the 2020/21 Budget at Quarter 1

**Annex 2 Capital Investment Programme Report 2020/21 Month 4 – July 2020**

Appendix A SUMMARY – Month 4 - Corporate Services

Appendix B SUMMARY – Month 4 - Children's Services

Appendix C SUMMARY – Month 4 - Communities and Reform

Appendix D SUMMARY – Month 4 - Community Health & Adult Social Care

Appendix E SUMMARY – Month 4 - Housing Revenue Account (HRA)

Appendix F SUMMARY – Month 4 - People and Place

Appendix G SUMMARY – Month 4 - Proposed Variations

**Report to Cabinet**

**Revenue Monitor and Capital Investment  
Programme 2020/21  
Month 4 – July 2020**

**Portfolio Holder:** Councillor Abdul Jabbar MBE, Deputy Leader  
and Cabinet Member for Finance & Green

**Officer Contact:** Anne Ryans, Director of Finance

**Report Author:** Anne Ryans, Director of Finance  
**Ext.** 4902

**28 September 2020**

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**Reason for Decision**

The report provides Cabinet with an update on the Council's 2020/21 forecast revenue budget position at Annex 1 and the financial position of the capital programme as at 31 July 2020 (Month 4) together with the revised capital programme 2020/25, as outlined in section two of the report at Annex 2.

**Executive Summary**

**Revenue Position**

The current forecast outturn position for 2020/21 is a projected deficit variance of £17.979m after allowing for approved and pending transfers to and from reserves.

The position also includes additional costs and pressures that have been identified by the Authority in this financial year as a direct result of the Government's lockdown arrangements to mitigate the spread of COVID-19 commencing on 23 March 2020. The additional pressures include forecasts of both income shortfalls and additional expenditure that have impacted on the Authority's budgets as a result of the pandemic.

The pandemic has affected nearly all aspects of Council service delivery; however, the most significant areas of concern are the People and Place, Children's Services and Community Health & Adult Social Care Portfolios. Action is being taken and will continue for the remainder of the financial year to address variances and take mitigating action as detailed in the report.

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The overall corporate position is partly being offset by the application of the £16.638m unringfenced Government COVID related grant funding received to date. In tables in Annex 1, the full Government grant is presented as a single sum so that it highlights the level of variation across all Council budgets, given that there is insufficient resource to offset the adverse variance. However, this summary report presents the position after applying the Government grant across Portfolio areas. As further General Fund grant is expected in respect of lost income for sales, fees and charges, both the overall financial position and the application of Government grant will therefore change during the course of the financial year. An update on the major issues driving the projections is detailed within Annex 1, Section 2.

As this financial monitoring report reflects the financial position at Month 4, it can be regarded as an indicator of the potential year end position if no action is taken to reduce net expenditure where possible. However, management action has been initiated across all service areas to review and challenge planned expenditure and to maximise income. Although, the effect of this action has yet to take full effect, it is anticipated that by the year end, the outturn position deficit should be reduced and this should start to be demonstrated in the monthly update reports which will be presented to Cabinet.

Information on the latest position of the Dedicated Schools Grant (DSG), Housing Revenue Account (HRA) and Collection Fund is also outlined in the report. There are currently no significant issues of concern in relation to the HRA, however the Collection Fund, is forecasting an in-year deficit of £5.582m directly as a result of COVID-19. This will have a budgetary impact in 2021/22. The DSG continues to be an area which is facing a financial challenge with a projected deficit increase in 2020/21 to £5.635m. Action is being taken with the aim of reducing the cumulative deficit and bringing the DSG towards a balanced position.

### **Capital Position**

The report outlines the most up to date capital spending position for 2020/25 for approved schemes. The revised capital programme budget for 2020/21 is £142.617m at the close of Month 4, a net decrease of £5.015m from the original budget of £147.632m. Actual expenditure to 31 July 2020 was £29.373m (20.60% of the forecast outturn).

It is probable that the forecast position will continue to change before the year end with additional re-profiling into future years.

### **Recommendations**

That Cabinet approves the:

1. Forecast revenue outturn for 2020/21 at Month 4 being a £17.979m adverse variance having regard to the action being taken to manage expenditure
2. Forecast positions for the Dedicated Schools Grant, Housing Revenue Account and Collection Fund
3. Use of reserves as detailed in Appendix 1 to Annex 1
4. Revised capital programme for 2020/2024 as at Month 4 .

**Revenue Monitor and Capital Investment Programme 2020/21 Month 4 – July 2020****1 Background**

- 1.1 The Authority's 2020/21 revenue budget and capital programme was approved by Council on 26 February 2020. Under established budget procedures, all services are required to monitor and review their approved revenue and capital budgets during the financial year. Reporting to Cabinet in the past has been on a quarterly basis, however, as a result of the impact of COVID-19 and the significant change and challenge to the financial position of the Council, financial monitoring reports will be presented to Cabinet on a monthly basis.
- 1.2 As part of the budget monitoring process, the forecast year-end position for revenue and capital has been prepared by all services as follows:
- a) The revenue forecast is based on a comparison of profiled budgets to the actual position as at the end of Month 4 together with known commitments, issues and planned management actions. The forecasts include an estimation of the costs and lost income arising as a result of the Authority's response to COVID-19. Members will recall that the Council is submitting monthly financial information on COVID related pressures to the Ministry for Communities, Housing and Local Government (as highlighted to Cabinet at month 3). The information in this report is an update on the Round 4 submission made to the Ministry of Housing, Communities and Local Government (MHCLG) on 31 July 2020.
  - b) The capital programme forecast has been based on notified revisions to the approved 2020/21 position including new grant announcements and revisions to the Creating a Better Place programme as approved at Cabinet on 24 August 2020.
- 1.3 As the year progresses the outturn projections reflect the evolving position of management actions put in place to mitigate in-year pressures, new developments and changes in the profile of planned expenditure and of course any further support that the Government may give with regard to additional funding to address the financial challenge created as a result of the pandemic.

**2. Current position**

- 2.1 The forecast revenue outturn for 2020/21 is an adverse variance of £17.979m. Further details of the current revenue budget position and a full description of this forecast can be found in Annex 1. The pressures relating to COVID-19 total £32.194m, this reduces to £15.556m with the application of the £16.638m unringfenced Government COVID related grant funding received to date. The non-COVID related pressures are £2.423m primarily in Community Health and Adult Social Services (£1.805m) and Children's Services (£1.984m).
- 2.2 The total Portfolio variances are £34.617m as detailed in Annex 1 at Tables 2 and 3 including COVID (£32.194m) and non COVID (£2.423m) pressures. This is comprised of People and Place reporting an adverse variance of £6.416m (£6.568m COVID related), Community Health and Adult Social Care reporting a pressure of £7.683m (£5.878m COVID related) and Children's Services reporting an adverse

variance of £7.576m (£5.592m COVID related). The Services within Reform and Commissioning are similarly reporting adverse variances of £2.434m (£2.465m COVID related) and £0.256m (£0.741m COVID related) respectively. There is a small favourable variance of £0.176m within Chief Executive's Portfolio. Capital, Treasury and Corporate Accounting is reporting a pressure of £10.428m, all of which is COVID related. This highlights the impact of COVID related pressures across the Council.

- 2.3 However, taking an approach to allocating the grant so far received against the costs incurred and using the information in Tables 2 and 3 of Annex 1 shows the net impact across all Portfolio areas as presented below.

Portfolio Area	Gross Costs - COVID-19 Response £000	Apportion Grant Funding £000	COVID costs Net of Funding £000	Business as Usual £000	Total Variance £000
People and Place	6,568	(871)	5,697	(152)	5,545
Community Health and Adult Social Care	5,878	(5,878)	0	1,805	1,805
Children's Services	5,592	(2,827)	2,765	1,984	4,749
Communities and Reform	2,465	(1,063)	1,402	(31)	1,371
Commissioning	741	(385)	356	(485)	(129)
Chief Executive	522	(189)	333	(698)	(365)
Capital, Treasury and Corporate Accounting	10,428	(5,424)	5,004	0	5,003
<b>Total</b>	<b>32,194</b>	<b>(16,638)</b>	<b>15,556</b>	<b>2,423</b>	<b>17,979</b>

- 2.4 The projected adverse variance is of concern and as a result management action has been initiated across all service areas to review and challenge planned expenditure and to maximise income. Robust measures are required to further address and mitigate the impact of COVID-19 on all the Council services.
- 2.5 The current forecasts represent a marginal improvement on those reported at Quarter 1 but still present a significant challenge for the Authority and it should be noted that in relation to COVID, there is an element of estimation as there can be no certainty about the easing back of restrictions and the timeline for the course of the pandemic. Future reports will advise of the progress of mitigating factors and management actions to control and reduce the forecast deficit.
- 2.6 The Government has already provided initial funding support of £16.638m which has been used to offset the overall pressure arising from the pandemic. In addition, a new scheme will reimburse Councils for lost income and allow Council Tax and Business Rates deficits to be repaid over 3 years instead of one. The MHCLG has now provided guidance for the Sales, Fees and Charges (SFC) compensation scheme (although not for Council Tax and Business Rates). The first claim for SFC income lost for the period April to the end of July will be submitted to the MHCLG by the end of September and will be reflected in future reports. The forecasts presented

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do not include any estimates or mitigations in anticipation of the funding and assistance that may be received.

- 2.7 As this financial monitoring report reflects the financial position at Month 4, it can be regarded as an early indicator of the position if no corrective action is taken, particularly on those activities that are not related to the COVID response. It is evident that there is time for the financial position to improve and this should start to be demonstrated in the monthly reports which will be presented to Cabinet. It is also anticipated that the additional funding mentioned in para 2.5 will help to reduce the deficit on both the General Fund for main Council services and Collection Fund (Council Tax and Business Rates) once the relevant guidance and instructions have been received from Government.
- 2.8 Information on the latest position of the Dedicated Schools Grant (DSG), Housing Revenue Account (HRA) and Collection Fund is also outlined in the report. There are currently no significant issues of concern in relation to the HRA, however the Collection Fund, is forecasting an in-year deficit of £5.582m directly as a result of COVID-19. This will have a budgetary impact in 2021/22. The DSG continues to be an area which is facing a financial challenge with a projected deficit increase in 2020/21 to £5.635m. Action is being taken with the aim of reducing the cumulative deficit and bringing the DSG towards a balanced position.
- 2.9 The original approved capital programme for 2020/21 totalled £147.632m. The revised capital programme as at Month 4 taking account of approved carry forwards, approved new funding, new schemes and variations and proposed variations/ re-phasing gives projected revised expenditure of £142.617m. Actual expenditure at Month 4 was £29.373m (20.60% of the forecast outturn). Further details of expenditure and schemes within the capital programme can be found in Annex 2.

### **3 Options/Alternatives**

- 3.1 The options that Cabinet might consider in relation to the contents of this report are;
- a) to approve the forecast revenue and capital positions presented in the report including proposed changes
  - b) to approve some of the forecasts and changes included in the report
  - c) not to approve any of the forecasts and changes included in the report

### **4 Preferred Option**

- 4.1 The preferred option is that Cabinet approves all forecasts and changes within this report; option (a) at 3.1.

### **5 Consultation**

- 5.1 Consultation with the services within the Council and the Director of Finance.

### **6 Financial Implications**

- 6.1 The full financial implications are detailed in the report.

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## **7 Legal Services Comments**

7.1 There are no legal issues at this time.

## **8 Co-operative Agenda**

8.1 Improving the quality and timeliness of the financial information available to citizens of Oldham supports the co-operative ethos of the Council.

8.2 The revenue budget and capital strategy/ programme have been prepared so that they embrace the Council's co-operative agenda with resources being directed towards projects that enhance the aims, objectives and co-operative ethos of the Council. Ongoing budget monitoring is key to ensuring this objective is met.

## **9 Human Resources Comments**

9.1 There are no Human Resource implications.

## **10 Risk Assessments**

10.1 The risk is that the proposed management actions are not achieved in full. Should this be the case then alternatives will be sought and implemented.

## **11 IT Implications**

11.1 There are no IT implications.

## **12 Property Implications**

12.1 There are no Property implications.

## **13 Procurement Implications**

13.1 There are no Procurement implications.

## **14 Environmental and Health & Safety Implications**

14.1 There are no Environmental and Health and Safety implications.

## **15 Equality, Community Cohesion and Crime Implications**

15.1 There are no Equality, Community Cohesion and Crime implications.

## **16 Equality Impact Assessment Completed**

16.1 Not Applicable.

## **17 Key Decision**

17.1 Yes

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## 18 Key Decision Reference

18.1 FG - 16 - 20

## 19 Background Papers

19.1 The following is a list of background papers on which this report is based in accordance with the requirements of Section 100(1) of the Local Government Act 1972. It does not include documents which would disclose exempt or confidential information as defined by the Act:

File Ref: Revenue Background Papers are contained in Annex 1 including Appendices 1 and 2

Officer Name: Andy Cooper

Contact No: 0161 770 4925

File Ref: Capital Background Papers are contained in Annex 2 including Appendix A

Officer Name: Lee Walsh

Contact No: 0161 770 6608

## 20 Appendices

### **Annex 1 Revenue Budget Monitoring Report 2020/21 Month 4 - July 2020**

Appendix 1 Month 4 - Planned Transfers to/ from Reserves

Appendix 2 Financing of the 2020/21 Budget at Month 4

### **Annex 2 Capital Investment Programme Report 2020/21 Month 4 – July 2020**

Appendix A SUMMARY – Month 4 - Corporate Services

Appendix B SUMMARY – Month 4 - Children’s Services

Appendix C SUMMARY – Month 4 - Communities and Reform

Appendix D SUMMARY – Month 4 - Community Health & Adult Social Care

Appendix E SUMMARY – Month 4 - Housing Revenue Account (HRA)

Appendix F SUMMARY – Month 4 - People and Place

Appendix G SUMMARY – Month 4 - Proposed Variations

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**REVENUE BUDGET MONITORING REPORT 2020/21****Month 4 - July 2020****1 Background**

1.1 The Authority's 2020/21 revenue budget was approved by Council on 26 February 2020 at a sum of £233.524m incorporating:

- £3.011m of budget reductions approved within the 2020/21 Budget (and £1.776m approved within the 2019/20 Budget)
- £10.008m use of corporate and specific reserves
- £5.150m of other one off financing measures.

1.2 Under established budget procedures all services are required to monitor and review their approved budgets during the financial year. As part of this process, a forecast of the year-end position has been prepared by all services. The forecast is based on a comparison of profiled budgets to the actual position as at the end of Month 4 together with known commitments, issues and planned management actions. The forecasts include the latest estimates in relation to expenditure and lost income arising as a result of COVID-19. Members will recall that the Council is submitting monthly financial information on COVID related pressures to the Ministry for Communities, Housing and Local Government (as highlighted to Cabinet at month 3). The information in this report is an update on the Round 4 position last reported to the Ministry of Housing, Communities and Local Government (MHCLG) on 31 July 2020 which was incorporated in the Quarter 1 (month 3) monitoring report.

1.3 In considering the projections included in the MHCLG return and in this report, it is important to note that there is a degree of estimation about the impact of COVID-19. The completion of the returns and forecasting of the likely impact of the pandemic on the Council's budget is based on both actual expenditure/income loss detail but also relies on a series of assumptions, particularly about how long the effects of the pandemic are likely to last, the phasing of the impact and what the new normal will look like. The estimates are therefore expected to change throughout the financial year.

**2 Current Position**

2.1 The current net revenue budget of £269.286m represents an increase of £35.762m against the originally approved budget and an increase of £25.778m against the financing of £243.509m available at Quarter 1. The major increase from the previously reported position is the receipt of additional Section 31 Grant Funding of £25.072m (increased from £23.466m at month 3) for the extension of 100% business rates reliefs to retail, hospitality leisure and nursery businesses; paid to the Council in 2020/21 to offset the Collection Fund deficit created by the reliefs given to business. The grant will be paid in to the Council's General Fund in 2020/21 and will be transferred to reserves and released to reimburse the corresponding element of the Collection Fund deficit in 2021/22. Further allocations have been received in relation to Emergency Assistance for Food (£0.361m) and Adult Social Care Personal Grants (£0.206m), the balance is in relation to the treatment of Capital Grants that for accounting purposes need to be

reflected in the General Fund. A full funding analysis of the net revenue expenditure is shown at Appendix 2.

- 2.2 The current position for 2020/21 at Month 4 is an initial projected overspend £17.979m. A forecast of the year-end position has been prepared by all services, it is based on a comparison of profiled budgets to the actual position as at the end of month 4 together with known commitments, issues and planned management actions in relation to 'business as usual' and the pandemic. The table below shows the year-end forecast position against budget for each Portfolio, including the additional costs anticipated as a result of the COVID-19 pandemic.

**Table 1 - Summary Forecast Revenue Outturn**

Portfolio	Budget £000	Forecast £000	In Year Transfer To/ From Reserves £000	Variance Month 4 £000	Variance Quarter 1 £000
People and Place	62,003	68,336	84	6,416	7,999
Community Health and Adult Social Care	62,808	70,491	-	7,683	8,130
Children's Services	44,516	52,092	-	7,576	7,591
Communities and Reform	33,061	35,834	(339)	2,434	2,643
Commissioning	8,916	11,218	(2,047)	256	820
Chief Executive	7,606	7,430	-	(176)	325
Capital, Treasury and Corporate Accounting	16,308	26,736	-	10,428	10,428
Covid-19 Funding	8,997		(7,641)	(16,638)	(16,638)
Additional Section 31 Grant	25,072		25,072	-	
<b>NET EXPENDITURE</b>	<b>269,286</b>	<b>272,137</b>	<b>15,130</b>	<b>17,979</b>	<b>21,299</b>
<b>FINANCED BY:</b>	<b>(269,286)</b>	<b>(269,286)</b>	-	-	
<b>NET FORECAST VARIANCE</b>	<b>-</b>	<b>2,849</b>	<b>15,130</b>	<b>17,979</b>	<b>21,299</b>

(subject to rounding)

- 2.3 The forecast outturn to the end of the year, after a predicted and proposed (net) in-year transfer to reserves totalling £15.130m, is an adverse variance of £17.979m. A detailed list of the approved and planned use of reserves at Month 4 can be found at Appendix 1. There is an overall anticipated net transfer to reserves of £15.130m, this includes the transfer of the Section 31 Grant Funding (£25.072m) referred to earlier at section 2.1. This is offset by £7.641m of un-ringfenced COVID-19 funding received from Central Government at the end of 2019/20 which was transferred into an Earmarked Reserve at the year-end pending release to offset expenditure in 2020/21. This funding, together with the £8.997m received in year brings the total Government unringfenced COVID support to £16.638m.
- 2.4 There are significant variances contained within the projected net overspend. As previously mentioned, the position includes a forecast of all the additional pressures being incurred by the Authority as part of its on-going response to the COVID-19 pandemic, as a direct result of the Governments lockdown arrangements to mitigate the spread of COVID-19 commencing on 23 March 2020. The additional in-year pressures,

totalling £15.556m include forecasts of both income shortfalls and additional expenditure that have impacted on the Authority's budgets as a result of the pandemic and are a reduction to the sum of £17.112m submitted to MHCLG on 31 July 2020 and reported to the August Cabinet meeting.

- 2.5 Having previously announced on 2 July 2020 that further financial assistance would be available to support Authorities for lost income arising from COVID in relation to Sales, Fees and Charges (SFC), MHCLG has now provided guidance for the compensation scheme. The first claim for income lost for the period April to the end of July will be submitted to the MHCLG by the end of September and will be reflected in future reports. Therefore, no mitigation for this grant assistance has been included in the COVID related pressures within this report. Table 3 below analyses the variance between COVID-19 and 'business as usual' operational variances.

**Table 2 - Analysis of Variances**

Portfolio	Variance Month 4	COVID 19 Costs included in forecasts	Business as Usual
	£000	£000	£000
People and Place	6,416	6,568	(152)
Community Health and Adult Social Care	7,683	5,878	1,805
Children's Services	7,576	5,592	1,984
Communities and Reform	2,434	2,465	(31)
Commissioning	256	741	(485)
Chief Executive	(176)	522	(698)
Capital, Treasury and Corporate Accounting	10,428	10,428	(0)
COVID-19 Funding	(16,638)	(16,638)	-
<b>Total</b>	<b>17,979</b>	<b>15,556</b>	<b>2,423</b>

- 2.6 The People and Place Portfolio has a reported a pressure of £6.416m compared to £7.999m at Quarter 1, a reduction of £1.583m. There is favourable business as usual operational variance of £0.152m, a slight improvement compared to the previously reported favourable outturn of £0.122m. The major movement is a £1.553m reduction in the predicted costs relating to COVID-19; the anticipated pressure is now estimated to be £6.568m.
- 2.7 Community Health and Adult Social Care (CHASC) is reporting a reduced overspend of £7.683m, predominantly linked to the rising cost and demand for Community Care. The adverse variance includes £5.878m of COVID-19 related expenditure and is as reported at Quarter 1 and included on the round 4 MHCLG return. The movement is therefore a reduction of £0.447m in operational activities.
- 2.8 Children's Services is forecasting an adverse variance of £7.576m a slight decrease compared to the previously reported £7.592m, of which £5.592m is related to COVID-19. There are major pressures within the two main service areas: Education, Skills and Early Years; at £1.834m and Children's Social Care; at £5.659m.

- 
- 2.9 The Commissioning Portfolio is reporting an overall adverse variance of £0.256m, compared to £0.820m previously reported, the COVID related expenditure remains unchanged at £0.741m . The total variance comprises a projected pressure of £0.477m in Commissioning and Procurement and a favourable variance of £0.221m in Finance.
- 2.10 Communities and Reform is reporting a broadly unchanged adverse variance of £2.434m and the Chief Executive is now reporting a favourable variance of £0.176m, a swing from the £0.325m overspend recorded at Quarter 1. Capital, Treasury and Corporate Accounting is showing an unchanged adverse position of £10.428m.
- 2.11 Government funding received so far of £16.638m has helped reduce the overall deficit situation and further funding, particularly in relation to SFC is expected (section 2.5) and this will reduce the in-year deficit further. A more detailed analysis of financial performance and the major variances can be found by Portfolio in the following sections.
- 2.12 It is important to note that as a result of COVID-19 the following 2020/21 approved budget reductions are currently forecast not to be achieved
- Treasury Management (Capital and Treasury) - £1.000m
  - The Direct Payment Review (CHASC) - £0.150m
  - Property Savings and Accommodation Review (People and Place) - £0.163m (part of an approved £0.261m)
  - Service efficiencies approved in 2019/20 of £1.776m including Children's Services at £1.660m

All of the above pressures are included within the forecasts.

- 2.13 Clearly, in view of the projected adverse variance at Month 4, management action is being initiated across all service areas to review and challenge planned expenditure and to maximise income. It is important to note that the recruitment of staff to vacant posts and significant items of expenditure is already monitored via a corporate process. Such service and corporate action will continue with the aim of bringing expenditure nearer to the resources available. In addition, further measures are being implemented to ensure non-essential expenditure is avoided unless there is an exceptional business case to support it.
- 2.14 The effectiveness of management action will be closely monitored by Directorate Management Teams with regular progress updates being provided to Portfolio holders. It is therefore anticipated that by the year end, the outturn position will reflect a lower overall adverse position. As previously reported the Government on 2 July announced a further package of support to address spending pressures (£2.466m of unringfenced grant has already been received and incorporated in the projections) and recognised the impact of lost income. The mechanism to reimburse Councils for lost income has not yet been finalised. Compensation for SFC loss has been announced but not the determination of compensation for lost Council Tax and Business Rates in year as reflected in the Collection Fund. In addition to the management action, the further Government grant to compensate for income losses will further improve the financial position.
- 2.15 The current financial monitoring position whilst improved, can be regarded as a continued warning of the position if no corrective action is not vigorously pursued. It is evident that there is time for the financial position to improve and management action to

be effective. This should be demonstrated in the coming months and regular updates will be presented to cabinet on a monthly basis.

## Portfolio Summaries

### People and Place

- 2.16 The following table shows the forecast position after the approved and planned use of /transfer to reserves for the Portfolio.

**Table 3 – People and Place - Forecast Outturn**

	Revised Budget £000	Forecast £000	Use of Reserves £000	Variance £000
Customer Services	1,336	1,292	-	(44)
Economic Development	2,070	7,217	-	5,147
Enterprise and Skills	773	1,523	-	750
Environmental Services	53,705	53,583	84	(38)
ICT	4,076	4,677	-	602
Recharges to Unity	0	-	-	(0)
Strategic Relationship Management	42	42	-	-
<b>Total Forecast Net Expenditure</b>	<b>62,003</b>	<b>68,336</b>	<b>84</b>	<b>6,416</b>

#### Summary

- 2.17 The forecast outturn at Month 4 for the People and Place Portfolio, including all pressures associated with COVID-19, is an overspend of £6.416m.

#### Economic Development

- 2.18 Economic Development is currently forecasting a pressure of £5.147m compared to £5.957m at Quarter 1, a reduction of £0.810m. The main reason is a reduction in the predicted costs of catering due to staffing vacancies and reduced food costs offsetting lost income, leaving a reduced forecast outturn of £2.288m for the Catering and Cleaning services. There is a £1.483m pressure in the Car Parking budget also relating to loss of income as a result of COVID-19. The Corporate Landlord/Investment Estate is projecting a £1.398m pressure of which £0.951m is estimated to relate to COVID-19 impacts with the remainder relating to pre-existing issues in the area. The Strategic Housing service is projecting a pressure of £0.605m relating to additional accommodation costs as a result of COVID-19. The Planning department is projecting a minor pressure of £0.054m relating to agency staffing costs
- 2.19 There is also a requirement to progress work associated with the Greater Manchester Spatial Framework, the Local Plan and the Creating a Better Place Strategy. The 2020/21 Revenue Budget and Medium Term Financial Strategy was prepared on the basis this work would be financed from revenue reserves. The financial challenges created by COVID-19 mean it is now necessary to reduce the potential call on reserves wherever possible. The service will therefore seek to manage these costs within the existing service and directorate budget. Furthermore, the Council will consider financing

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additional transformational expenditure from the 'Flexible' use of Capital Receipts in line with the strategy that was included within the 2020/21 to 2024/25 Capital Strategy.

### Enterprise and Skills

- 2.20 The Town Centre area, which includes the Market Service is currently forecasting an overall loss for the financial year of £0.750m which includes an anticipated loss of some rental income due to COVID-19.

### Environmental Services

- 2.21 The Environmental Services area is forecasting a £0.038m underspend. The Waste Levy payable to the Greater Manchester Combined Authority (GMCA) is currently expected to increase by £0.645m which is in excess of the budget available as a result of additional costs incurred in relation to COVID-19 due to both the cancellation of managed weekly collections at the start of the year and a general increase in the level of household waste during the lockdown. However, it is currently expected that variances in the overall GM Waste Disposal budget will be managed by the GMCA and the pressure has been removed from the Directorate forecast. Other variances include:

- Public Protection- a pressure of £0.332m which includes COVID-19 related loss of income of £0.158m
- Environmental Management - £0.235m (£0.203m relating to COVID-19)
- Waste Management - net overspend of £0.081m with additional COVID-19 impacts of £0.206m being offset by staffing vacancies
- The Highways Operations (Council) – a pressure of £0.095m of which £0.107m is lost income as a result of COVID-19.

- 2.22 The Portfolio overspends are offset with 'business as usual' underspends in the Highways Operations - Unity Service area of £0.240m (S.38/ S.278 inspection fees) and the Street Lighting service area of £0.275m.

### ICT, Customer Services, and Strategic Relationship Management

- 2.23 ICT is forecasting an overspend of £0.602m, £0.700m of which is attributable to COVID. There is an emerging pressure relating to Microsoft licenses which is offset by a forecast staffing underspend arising from vacancies. Customer Services is forecasting a small favourable outturn of £0.044m and Strategic Relationship Management is predicted a balanced position.

### Achievement of Budget Reductions

- 2.24 There is a £0.261m Budget Reduction in place as part of the Creating a Better Place strategy; however, given the effects of the current COVID-19 pandemic it is anticipated that £0.163m of the saving will not be fully achieved in year. The impact of this is included in the figures above.

### Community Health and Adult Social Care

- 2.25 The Portfolio provides social care support to adults and carers across Oldham with a key aim of integrating and aligning the work with health partners to achieve greater efficiency in service delivery and better outcomes for the resident or patient. This covers

both the commissioning and the provision of services. The following table shows the forecast position after the approved and planned use of transfer to reserves for the Portfolio.

**Table 4 –Community Health and Adult Social Care- Forecast Outturn**

	Revised Budget £000	Forecast £000	Use of Reserves £000	Variance £000
Commissioning	21,119	21,071	-	(48)
Community Business Services	1,688	1,555	-	(133)
Community Health & Social Care	28,888	27,838	-	(1,050)
Director Adult Social Care	(8,733)	(9,233)	-	(500)
Learning Disability	11,599	14,393	-	2,794
Mental Health	7,587	8,371	-	784
Safeguarding	660	620	-	(40)
Adult Social Care - COVID 19	-	5,877	-	5,877
<b>Total Forecast Net Expenditure</b>	<b>62,808</b>	<b>70,491</b>	-	<b>7,683</b>

#### Summary

2.26 The pandemic is having a significant impact on the Portfolio, with a projected budget pressure of £5.877m. This excludes costs to support hospital discharge which are being recharged to the NHS via the CCG (in accordance with NHS guidance). It is anticipated that this support will begin to step down, potentially from September 2020. The precise details have not yet been finalised but once implemented this will have an impact on the costs to be borne by the Council and the financial forecasts may therefore be subject to revision. The costs remaining with the Council are predominantly measures to support the care provider market including a premium to the uplift in care fees, support for community enablement, and investment to maintain a sustainable level of bed based occupancy. Other charges include an unachievable budget reduction, the inability to undertake planned transformational change and loss of income from client contributions and other cost recoveries. The expenditure is net of the Infection Control Grant highlighted later in the report.

2.27 The variances are broadly in line with those reported at Quarter 1, the main exception being Learning Disability which is reporting a forecast £0.389m reduction in expenditure.

#### Commissioning & Community Business Services

2.28 Commissioning is forecasting an underspend of £0.048m due to slippage from managed staff vacancies, likewise Community Business Services is forecasting a £0.133m underspend for the year also due to vacant posts.

#### Community Health & Social Care

2.29 This area is forecasting an underspend of £1.050m, the major factor is that several higher cost packages of care have become fully funded by Continuing Health Care NHS resources due to increased clinical needs.

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## Director of Adult Social Care

- 2.30 Director Adult Social Care is forecasting a favourable variance of £0.500m due to the anticipated uplift in the Better Care Fund allocation, consistent with previous years agreements.

## Learning Disability

- 2.31 Learning Disability is forecasting an overspend of £2.794m compared to £3.183m at Quarter 1, due to costs attributable to hospital discharges and preventing hospital admissions not known earlier in the year now being recharged to the CCG. The overspend is related entirely to increases in care costs, both in terms of client numbers and to a greater extent the complexity of care and as previously reported the Transforming Care Programme continues to present considerable financial challenge.

## Mental Health

- 2.32 Mental Health is forecasting an overspend of £0.784m. With the general population living longer and surviving other illnesses the number of people developing dementia is increasing and therefore attracting the dementia premium when placed in care homes. A working group has been created to optimise the purchasing of care packages, particularly the higher cost and/or out of borough placements.

## Safeguarding

- 2.33 Safeguarding, after undergoing a restructure is in the final phase of appointing to newly created posts and as such do not yet reflect a fully committed establishment, subsequently projecting an underspend of £0.040m.

## Achievement of Budget Reductions

- 2.34 There is one Budget Reduction for the Portfolio in 2020/21; £0.150m relating to a review of Direct Payments. As previously mentioned, this is currently forecast to be unachievable as a result of COVID-19 and the impact of this is reflected in the information presented above.

## **Progress against Locality Plans**

- 2.35 A key element of the Health and Social Care devolution agenda is the submission of a Locality Plan setting out the joint vision of Council and Oldham Clinical Commissioning Group (CCG) for the greatest and fastest possible improvement in the health and wellbeing of our residents by 2021. This improvement will be achieved by supporting people to be more in control of their lives by having a health and social care system that is geared towards wellbeing and the prevention of ill health; access to health services at home and in the community; and social care that works with health and voluntary services to support people to look after themselves and each other.
- 2.36 The financial performance against the latest version of the 2020/21 Locality Plan, as reported to the GM Health and Social Care Partnership, is shown in the table below:

**Table 5 – Locality Plan**

	Revised Budget £000	Forecast £000	Variance £000
Community Health and Adult Social Care	61,360	69,043	7,683
Public Health	18,114	18,114	0
Children and Families	41,550	47,209	5,743
<b>Total</b>	<b>121,024</b>	<b>134,366</b>	<b>13,342</b>

2.37 Although the headings in the Locality Plan do not completely align with the Council's Directorate reporting arrangements, the reasons for the variances against budget are consistent with those reported within Community Health and Adult Social Care, Public Health and Children's Social Care. This includes forecast overspends that are a result of additional activity due to COVID-19. At this stage this shows the gross cost before the allocation of a share of the Government grant that has been paid to compensate the Council for COVID-19.

### Children's Services

2.38 The following table shows the forecast position. There is currently no planned use of reserves for the Directorate.

**Table 6 – Children's Services**

	Revised Budget £000	Forecast £000	Use of Reserves £000	Variance £000
Education, Skills & Early Years	6,265	8,100	-	<b>1,834</b>
Children's Social Care	35,940	41,599	-	<b>5,659</b>
Preventative Services	2,350	2,433	-	<b>83</b>
Schools	(39)	(39)	-	<b>(0)</b>
<b>Total Forecast Net Expenditure</b>	<b>44,516</b>	<b>52,092</b>	-	<b>7,576</b>

### Summary

2.39 The Directorate has a projected overspend of £7.576m which includes £5.592m of additional costs that are related to the impact of COVID-19. The principal underlying reasons are detailed below.

#### Education, Skills and Early Years

2.40 The Directorate is estimating a £1.834m overspend which includes £1.389m of costs associated with COVID-19; the main contributing factors in relation to which are as follows:

- £0.541m - Home to School Transport budget anticipated impact from September 2020 due to social distancing measures
- £0.093m - Out of Borough half term opening costs related to COVID-19

- 
- £0.300m - SEND additional staffing required for Social, Emotional Mental Health Needs/ home schooling and Early Years sustainability
  - £0.455m – Loss of Income; Service Level Agreement (SLA) Income to QEST service, Post16 parental fines and Get Oldham Working.

Further additional pressures in relation to ‘business as usual’ total £0.445m and include

- £0.100m as a result of underachievement of traded income within the QEST/ Educational Psychology service;
- £0.090m relating to additional expenditure in SEND Reform;
- £0.255m relating to staffing pressures across the Directorate.

#### Children’s Social Care

- 2.41 This area is projecting a £5.659m overspend which includes an anticipated additional cost related to COVID-19 of approximately £2.543m in the main relating to the provision of in-house residential care, placements and staffing pressures, plus a further £1.660m of unachievable savings.
- 2.42 There are other additional overspends included within the forecasts; one off pressures in relation to restructuring costs and the anticipated loss of contractual income account for £0.546m of the adverse variance.
- 2.43 There is a further forecast operational deficit of £0.910m as a result of increased costs in relation to social care placements including Out of Borough (£0.715m), staffing (£0.165m) and interpreter services (£0.030m).

#### Preventative Services

- 2.44 Preventative Services includes Early Help, Targeted Youth, Tackling Troubled Families and the Multi Agency Safeguarding Hub and is predicting an overspend of £0.083m, a potential pressure from expenditure which had originally planned to be financed by reserves.

#### Achievement of Budget Reductions

- 2.45 The Budget Reductions for Children's Services are solely in relation to the Portfolio’s target of achieving efficiencies, linked to previous allocated resources for a new operating model; £1.660m in total all of which is currently forecast to be unachievable as a result of COVID-19 and is included as part of the overall pressure above.

#### **Communities and Reform**

- 2.46 The following table shows the forecast position for the Communities and Reform Portfolio after the approved and planned use of reserves and includes additional costs for COVID-19.

**Table 7 – Communities and Reform**

	Revised Budget £000	Forecast £000	Use of Reserves £000	Variance £000
People	2,404	2,302	-	(102)
Public Health & HLA	23,523	24,098	(339)	237
Youth, Leisure & Communities	5,451	7,588	-	2,137
Transformation and Reform	-	118	-	118
Communications and Research	889	912	-	23
Policy	40	82	-	42
Strategy and Performance	755	734	-	(20)
<b>Total Forecast Net Expenditure</b>	<b>33,061</b>	<b>35,834</b>	<b>(339)</b>	<b>2,434</b>

- 2.47 The forecast outturn at Month 4 is an over spend of £2.434m compared to £2.643m at Quarter 1, a reduction of £0.209m. This is after the approved use of £0.339m reserves. COVID related pressures have reduced by £0.201m to £2.465m, in the main as a result of a reduction in the anticipated pressure on Oldham Community Leisure (OCL). The forecast favourable variance on 'Business as Usual' has increased from £0.022m to £0.031m. The paragraphs below outline the main movements within the Portfolio.
- 2.48 Public Health and Heritage, Libraries and Arts (HLA) services are together showing overspends of £0.237m at Month 4. There are income pressures for the Music Service and Theatre Workshop due to COVID-19 and reduced service provision, which is offset in part with underspends on staffing and non-pay costs.
- 2.49 Youth, Leisure and Communities is showing an overall overspend of £2.137m. There are income pressures within Outdoor Education due to COVID-19 and reduced service provision which is in part offset against vacancies within Community Safety and District Partnerships. The main pressure of £1.969m relates to the Leisure contract and the centre closures due to COVID-19.
- 2.50 Transformation and Reform is reporting an adverse variance of £0.118m being project expenditure which will be funded from wider Directorate underspends.
- 2.51 There are several low value variances, as follows:
- People Services is showing a favourable variance of £0.102m which relates to underspends on staffing costs. The service is currently undertaking a restructure which is in the implementation stages
  - Communications and Research is forecasting a minor adverse variance of £0.023m; unachievable income and additional spend on payments to contractors
  - Policy is showing an overspend of £0.042m - there are pressures on income and supplies and services offset in part with vacant posts.
  - Strategy and Performance is showing an underspend of £0.020m at Month 4.

#### Achievement of Budget Reductions

- 2.52 There are no approved budget reductions in this area for 2020/21.

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## Commissioning

2.53 The table below shows the forecast position after the approved and planned use of reserves for the Portfolio.

**Table 8 - Commissioning - Forecast Outturn**

	Revised Budget £000	Forecast £000	Use of Reserves £000	Variance £000
Commissioning and Procurement	283	760	-	477
Finance	8,632	10,458	(2,047)	(221)
<b>Total Forecast Net Expenditure</b>	<b>8,916</b>	<b>11,218</b>	<b>(2,047)</b>	<b>256</b>

### Summary

2.54 The forecast outturn position at Month 4 is an overspend of £0.256m, a reduction of £0.564m compared to the £0.820m deficit forecast at Quarter 1, this is after a £2.047m use of reserves. A sum of £0.741m of the adverse variance is attributable to the pandemic.

### Commissioning and Procurement

2.55 Commissioning and Procurement is reporting an unchanged overspend of £0.477m. The service is continuing to experience difficulties in recruiting to permanent posts, resulting in a more expensive temporary staffing solution (£0.240m). The service is also reporting a pressure of £0.237m against the Early Payment scheme which is in part due to Government guidance in response to COVID-19 in that suppliers move to immediate payment terms (£0.060m) and the remainder (£0.177m) relates to an existing budgetary pressure against the Early Payment Scheme income budget.

2.56 Finance is showing an underspend of £0.221m. There is a pressure due to the loss of Council Tax summons income which is offset by vacancies in the Finance division and a forecast reduction in non-pay costs.

### Achievement of Budget Reductions

2.57 The 2020/21 Budget Reductions for the Commissioning Portfolio of £0.400m are forecast to be fully achieved.

### Chief Executive

2.58 The table below shows the forecast position including additional cost associated with COVID-19.

**Table 9 – Chief Executive**

	Revised Budget £000	Forecast £000	Use of Reserves £000	Variance £000
Chief Executive	2,257	2,171	-	(87)
Chief Executive Management	1,554	1,554	-	-
Legal Services	3,211	3,122	-	(89)
Executive Office	583	583	-	-
<b>Total Forecast Net Expenditure</b>	<b>7,606</b>	<b>7,430</b>	<b>-</b>	<b>(176)</b>

#### Summary

2.59 The Portfolio is showing an underspend of £0.176m, 'business as usual' underspends totalling £0.698m are offset by estimated pressures of £0.522m due to the impact of COVID-19.

#### Chief Executive

2.60 Chief Executive is reporting an underspend of £0.087m at month 4. Additional mortuary costs due to Covid-19 are in part offset by a reduction in GM contributions and also a reduction in costs for the Coroners Service in 2020/21.

#### Legal Services

2.61 The Service is reporting an underspend of £0.089m at month 4. There are service pressures due to the impact of Covid-19 for Registrars, land charges and the recovery of court costs income (£0.243m). In addition, there are staffing pressures within Legal due to Covid-19 as external expertise has been required regarding contractual issues and to deal with the backlog of school's admissions (£0.078m). These pressures are offset by anticipated under spending within the Elections budget due to the postponement of the local election in May 2020 and a number of vacant posts together with reduced expenditure on non-pay budgets in Civic and Political Support.

#### Achievement of Budget Reductions

2.62 There are no Budget Reductions for the Chief Executive Portfolio in 2020/21.

### Capital, Treasury and Corporate Accounting

2.63 The following table shows the forecast position, without the use of any reserves.

**Table 10 – Capital, Treasury and Corporate Accounting – Forecast Outturn**

	Revised Budget £000	Forecast £000	Use of Reserves £000	Variance £000
Capital, Treasury and Corporate Accounting	16,307	26,735	-	10,428
<b>Total Forecast Net Expenditure</b>	<b>16,307</b>	<b>26,735</b>	<b>-</b>	<b>10,428</b>

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## Summary

### Capital, Treasury and Corporate Accounting

- 2.64 The Portfolio includes the budgets associated with the Council's Treasury Management activities including interest payable on loans and interest receivable on investments. It also includes the revenue budgets associated with technical accounting entries. As at Month 4, the projected adverse variance is £10.428m, all of which is as a result of COVID-19.
- 2.65 The adverse variance within the Capital and Treasury service area is £10.148m and is as a result of the anticipated loss of income from approved treasury management investment activities and rental income as a result of the global pandemic.

### Housing Benefits

- 2.66 The service is anticipating an overspend of £0.280m due to the temporary suspension of not recovering benefits overpayments as per Local Government Association (LGA) bulletin 6.4 as part of the Government's response to the COVID-19 outbreak.

### Achievement of Budget Reductions

- 2.67 The 2020/21 Budget Reductions for Capital, Treasury and Corporate Accounting total £2.200m. Within this is £1.000m for Treasury Management which will not be achieved due to global pandemic and is included within the pressure noted above.

### Ringfenced Grants

- 2.68 Members will recall that in addition to the unringfenced grants highlighted in the report, including the COVID-19 funding of £16.638m that has already been received and increase the net revenue budget of the Council, the Government has provided a range of ringfenced grants to support the response to COVID-19. Whilst these are included in the budget, the increased expenditure is offset by grant within the relevant service area. These are set out as follows:

- Hardship Fund Grant (£3.015m)
- Infection Control Fund Grant (£2.317m)
- Local Authority Test and Trace Service Support Grant (£1.560m)
- Local Authority Emergency Assistance Grant for Food and Essential Supplies (£0.361m)
- Coronavirus (COVID-19) Rough Sleepers Contingency Fund (£0.002m)

A further grant of £0.210m relating to the Reopening High Streets Safely Fund will be included in future monitoring report once the Council has finalised its Funding Agreement with Government.

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- 2.69 Members will also recall that Cabinet of 23 April was advised that the Council had been awarded grant funding of £54.783m to provide support for small businesses and those in the retail, hospitality and leisure sectors in the form of two grant funding schemes, the Small Business Grant Fund (SBGF) and the Retail, Hospitality and Leisure Grant Fund (RLHGF). The Government subsequently announced that this funding allocation would also provide Discretionary Grant support for those businesses not qualifying for the other categories of grant.
- 2.70 The funding has been ringfenced but in accordance with accounting guidance, as the Council is acting as an agent in the administration of the SBGF and RLHGF grant regimes, these payments will be netted off the grant received and are not required to be shown gross in the budget. The Local Authority Discretionary Grants Fund is required to be included in the 2020/21 revenue budget as additional external funding matched by expenditure.
- 2.71 The grant schemes closed on 28 August and all final payments must be made by 30 September 2020. A reconciliation will then be undertaken to facilitate final budget adjustments. It is important to note that the grant schemes have been administered in accordance with Government guidance and following all appropriate protocols.

### **Schools**

- 2.72 The Council's expenditure on schools is funded primarily by grant provided by the Department for Education, the Dedicated Schools Grant (DSG). DSG is ring-fenced and can only be applied to meet expenditure properly included in the Schools' Budget, as defined in the School Finance (England) Regulations 2020. The Schools' Budget includes elements for a range of educational services provided on an Authority wide basis and for the Individual Schools Budget which is divided into a budget share for each maintained school.
- 2.73 Members will recall the DSG is made up of the following 4 blocks of funding as follows;
- Schools
  - High Needs
  - Early Years
  - Central Schools Services
- 2.74 Members will also recall that there is considerable pressure on the DSG, particularly the High Needs block. The pressure in the High Needs area is due to expenditure exceeding the High Needs budget available each year with key contributors being the:
- Increasing high needs population, such as special school places and resourced provision,
  - Increasing number of Education Health Care Plans requiring high needs top up funding within mainstream schools
  - Cost of providing local Pupil Referral Unit capacity to ensure that the Local Authority fulfils its statutory role.
  - High cost of external placements

As a consequence, the Schools Forum has historically agreed transfers between Schools Block and High Needs Blocks in 2018/19 (1%) and 2019/20 (0.84%). A further 0.5% has been agreed for the current financial year (£1.009m).

- 2.75 The position remains unchanged from that reported at Quarter 1, namely: With the continued support from the Schools Block, the High Needs Block has a slight in year deficit of £0.002m. This contributes to a cumulative deficit forecast of £14.879m as at 31 March 2021. The deficit is offset by cumulative virements and savings from the Schools and Early Years Blocks to leave a net deficit of £4.918m (as illustrated in the table below). This in turn is a significant element of the overall deficit on the DSG.

**Table 11 – DSG High Needs Block**

DSG Key Issues	£000
Original Budget Allocation including adjustment for imports/exports	39,190
Contribution from Schools Block (Schools Forum approval)	1,009
<b>2020/21 Total Budget Available</b>	<b>40,199</b>
Estimated Expenditure	(40,201)
<b>Projected in Year Deficit</b>	<b>(2)</b>
Deficit Brought Forward 01/04/2020	(14,879)
<b>Cumulative Deficit</b>	<b>(14,881)</b>
Offset by;	
- Virement from Schools Block- 2016/17 to 2019/20	6,237
- Savings in Schools and Early Years Block- 2015/16 to 2019/20	3,726
<b>Projected Deficit 31/03/2021</b>	<b>(4,918)</b>

### Overall DSG Position and Recovery Plan

- 2.76 There is a requirement that the DSG is brought back into balance and a DSG Financial Recovery Plan was submitted to the Department for Education in 2019. As previously reported to Members the financial elements of the recovery plan have been continuously updated to take account of estimated additional cost pressures, formal notification of additional funding and the agreed funding methodology for 2020/21 (including the reduced 0.5% transfer of DSG funding between the Schools and the High Needs Funding Blocks for 2020/21) that was approved by Cabinet on 16 December 2019.
- 2.77 A report was presented to Schools Forum on 1 July 2020 showing the current projected deficit for 2020/21 as £5.635m. Further pressures and increased funding in 2021/22 show a forecast deficit at the end of 2021/22 of £2.464m. It should be noted that the recovery plan is predicated on a further 1% transfer in 2021/22, for which both Schools Forum and Secretary of State approval would be required under the current regulations. The revised Recovery Plan is summarised in the table below and shows a revised deficit if the 1% transfer is not sought:

**Table 12 - Overall DSG Position**

	2020/21 £000	2021/22 £000
<b>Balance/ Variance Brought Forward</b>	<b>(4,916)</b>	<b>(5,635)</b>
Movements Per Original Plan	1,048	5,081
<b>Revised Forecast Variance</b>	<b>(3,868)</b>	<b>(554)</b>
Estimated additional pressures	(1,767)	(5,510)
Additional Funding		3,600
<b>Revised Net Forecast Variance</b>	<b>(5,635)</b>	<b>(2,464)</b>
If the 1% movement is not agreed		1,894
<b>Revised Net Forecast Variance</b>	<b>(5,635)</b>	<b>(4,358)</b>

2.78 The new 2020 Regulations mean that there will no longer be an automatic 1% trigger for the production of a DSG deficit recovery plan, instead the DfE will focus on those Authorities requiring help through a more measured and targeted approach. As the current recovery plan has been agreed with the Schools Forum, and it is appropriate to present information in this format at this time, it is proposed that the Authority will continue to use the recovery plan arrangements as an effective means of monitoring the DSG position and returning the deficit to a surplus and will continue to liaise with the Schools Forum accordingly with a further update scheduled for 30 September 2020. The projected deficit for 2021/22 will change as a result of the announcement on 20 July of funding allocations for 2021/22. The information is being examined and future projections will reflect the revising level of funding. However, there is clearly some work to do to manage the DSG deficit over a realistic timeframe.

2.79 The Schools Forum meeting, scheduled for 30 September 2020 will receive an update on the Dedicated Schools Grant to take account of the latest funding announcements and expenditure predictions and their impact on the project deficit for 2020/21 and the Recovery Plan.

#### **Housing Revenue Account (HRA)**

2.80 The position remains as reported at Quarter 1, Table 13 compares the initially approved HRA position to the current estimated outturn. The actual closing balance for 2019/20 at £21.795m was £0.045m more than the estimate of £21.750m. The original HRA forecast was for a planned in-year decrease in balances of £3.520m, mainly to support housing related expenditure in the Capital Programme. The revised forecast is for a decrease of £3.656m, a movement of £0.136m. The variance is mostly attributable to additional anticipated expenditure on dwellings for disabled and other essential adaptations.

**Table 13 - Housing Revenue Account Forecast Position**

HRA Income & Expenditure Account	Original Budget £000	Latest Forecast £000	Variance to Budget £000
HRA Balances Brought forward	(21,750)	(21,795)	(45)
Deficit on HRA Services	3,520	3,656	136
<b>HRA Balances Carried Forward</b>	<b>(18,230)</b>	<b>(8,139)</b>	<b>91</b>

## Collection Fund

- 2.81 The tables below show the forecast outturn position for the Collection Fund and the forecast position in relation to the share of balances.

**Table 14 - Collection Fund Forecast Position**

Collection Fund Balance	Council Tax £000	NDR £000	Total £000
Balance Brought Forward	(185)	(3,110)	(3,295)
Surplus Released In Year	410	1,060	1,470
(Surplus)/ Deficit for the Year	4,152	28,327	32,479
<b>Additional Section 31 Grant **</b>	<b>0</b>	<b>(25,072)</b>	<b>(25,072)</b>
<b>Balance Carried Forward</b>	<b>4,377</b>	<b>1,205</b>	<b>5,582</b>

\*\*Compensatory Section 31 Grant as referred to at Section 2.1.

**Table 15 - Collection Fund – Share of Balances; Forecast Position**

Collection Fund Balance	Council Tax £000	NDR £000	Total £000
Share - Oldham Council	3,715	1,193	4,908
Share - Greater Manchester Combined Authority Mayoral Police and Crime Commissioner	461	-	461
Share - Greater Manchester Combined Authority Mayoral General Precept (including Fire Services)	201	12	213
<b>Total (Surplus)/Deficit</b>	<b>4,377</b>	<b>1,205</b>	<b>5,582</b>

- 2.82 Council Tax and Business Rates remain a significant source of funding for Council services. However, these areas can be volatile, particularly for the 2020/21 financial year with the impact of COVID-19, as such the financial position of the Collection Fund is under constant review. The Greater Manchester 100% Business Rates Retention Pilot has continued into 2020/21. As with previous years the additional benefit from the pilot will be shared with GMCA who receive a maximum of 50% of the benefit in line with the original pilot agreement.
- 2.83 After discounting the Business Rates loss due to the extension of 100% reliefs to retail, hospitality, leisure and nursery businesses which will be fully compensated by Government grant, there is a forecast Collection Fund in-year deficit of £7.407m. This position is after excluding the in-year release of the prior year Council Tax surplus of £0.410m, and Business Rates release of £1.060m. This means that the projected year-end Collection Fund position (incorporating both Council Tax and Business Rates) is a deficit of £5.582m of which the share for the Council is £4.908m.
- 2.84 The Secretary for State for Housing, Communities and Local Government has announced a new support package for Local Government, which includes the ability to spread collection fund deficits over three years rather than one.

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2.85 The potential spreading over a period of time of the impact of elements of the rates retention scheme is something that has been used before, specifically with regard to the backdated appeals provision from 2013/14 when the scheme was first introduced. A similar approach is expected to be applied to both Council Tax and non-domestic rates and is expected to be incorporated into the regulatory process of estimating the collection fund deficits in January 2021. This will mean that 2020/21 Collection Fund deficits will still be recovered but over a longer time frame than the existing regulations require and reduce the impact on the 2021/21 budget setting process.

### **3 Use of Reserves**

3.1 Members will recall that at the Council budget meeting of 26 February 2020, it was agreed that Earmarked Reserves of £10.008m be used to support the 2020/21 budget.

3.2 At the end of the 2019/20 financial year, funding was received from Central Government to support the Council in its response to COVID-19. This funding was at a value of £7.641m. Due to the timing of the receipt of these funds, it was deemed appropriate to hold these resources in a specific Earmarked Reserve to fund the additional expenditure to be incurred in 2020/21 in this regard. Hence this reserve is required to underpin the budget in 2020/21.

3.3 Within the Council's approved Reserves Policy for 2019/20 to 2020/21, it details the requirements for a specific Earmarked Reserve to hold any Business Rates gains that have been generated through the Business Rates Retention Pilot and that are required to be transferred to the GMCA. For 2020/21, the amount to be passported to GMCA is £2.047m. The Business Rates Retention Piloting agreement requires the Council to pay the GMCA the £2.047m in 2020/21 as approved in the month 3 monitoring report.

3.4 Included within the Quarter 1 monitor was an anticipated transfer to Earmarked Reserves of £0.084m to support the upgrading of crematorium equipment in line with approved plans and the use of £0.339m of the Growing Oldham Feeding Ambition Revenue Grant reserve used to take forward projects agreed with the grant provider, the University of Manchester (this grant will have to be returned to the provider if it is not used as intended).

3.5 As outlined at section 2.1, a further £25.072m is to be transferred to reserves. This is additional Section 31 Grant Funding paid to the Council's General Fund in 2020/21 and having been transferred to reserves will be released to reimburse the corresponding element of the Collection Fund deficit in 2021/22.

3.6 Therefore, the total planned use of reserves as at Month 4 is £10.027m (excluding the £25.072m and £0.084m transfers to reserves). When this is added to the £10.008m which underpins the 2020/21 budget, reserves of £20.035m have been already applied in this financial year. The 2019/20 accounts were closed with £79.360m of Earmarked Reserves and £7.934m of Revenue Grant Reserves. Current levels (excluding the £25.072m in relation to the Collection Fund) are £59.409m and £7.595m although there are some commitments against the reserves.

3.7 In line with the Council's reserves policy, the recommended use of reserves to fund spend during the year have been initially approved by the appropriate officers prior to consideration by Cabinet. However, as there is a need to minimise the use of reserves

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in order to support the financial resilience of the Council. Only those reserves supporting essential business will be utilised this year.

#### **4 Flexible Use of Capital Receipts**

- 4.1 Members will recall that at the Council meeting of 26 February 2020, it was approved that up to £3.750m of capital receipts would be used to underpin the revenue budget in line with the flexibilities agreed by Secretary of State for Housing, Communities and Local Government in March 2016.
- 4.2 A number of schemes in support of the transformation programme were identified which met the qualifying expenditure requirements as detailed within the statutory guidance issued by the MHCLG. It is currently estimated that due to the pandemic and the revision of service priorities, up to £1.900m of the anticipated transformational work cannot be delivered in year in accordance with the original timescales and is reflected in the financial monitoring position reported above. There is an on-going review of the programme and there is the potential for some work to be brought back on stream and alternative projects to be undertaken thus reducing the adverse impact. The position is being closely monitored and is expected to change in future reports.

#### **5 Conclusion**

- 5.1 The current projected position, after adjustment for reserves and receipt of additional Government funding to support COVID pressures, is an overall significant corporate overspend; with the non-COVID related forecast over spending within Community Health and Adult Social Care and the Children's Services Portfolios a cause for concern. As outlined in Section 2, management action is being taken to control expenditure in all areas, particularly those that are not subject to demand changes, in order to offset expenditure over which the Council has little control – especially in attempting to mitigate the impact of COVID-19 on the day to day operations of the Council.
- 5.2 It is anticipated that the month on month financial monitoring reports will begin to reflect the outcome of such activities and show an improved financial forecast for 2020/21. The Director of Finance is putting in place appropriate measures to attempt to reduce the impact of the overspend which will include detailed reviews of all revenue and capital budgets.
- 5.3 In relation to demand led pressures; work, in the form of mitigations and alternative delivery solutions is on-going, there will, however, be an inevitable lead in time for these benefits to be realised. The implications arising from the 2020/21 in year position will be factored into financial planning estimates for 2021/22 and future years as appropriate.
- 5.4 Members should note that any unaddressed in-year pressure will have to be balanced by the use of reserves. Whilst, as outlined above, the Council holds sufficient levels of reserves to cover such a gap, the utilisation of reserves will reduce the Council's financial resilience. A significant reduction in reserves will also limit the ability of the Council to support the implementation of programmes of service transformation and the setting of future years' budgets

## Planned Use of Reserves 2020/21 - Month 4

Reserve Name	Balance as at 01 April 2020 £000	Forecast use/ creation of reserves 2020/21 - Qtr 1 £000	Forecast Increase of reserves 2020/21 - Mth 4 £000	Anticipated Closing Balance 31 March 2021 £000	Reason for Use of Reserve
<b>Earmarked Reserves</b>					
<b>Directorate Reserves</b>					
Mercury Emissions	0	(84)		(84)	The transfer of a contribution made by via each cremation for the purchase of new Mercury abatement equipment
<b>Fiscal Mitigation</b>					
COVID-19	(10,000)	7,641		(2,359)	This funding was provided by Government to support Local Authorities with additional costs incurred as part of the COVID-19 pandemic
Business Rates	(2,617)	2,047		(570)	Detailed within the Reserves Policy for 2019/20 to 2020/21 is the requirement to transfer an element of the Business Rates gains across to the GMCA as part of the Business Rates Retention pilot agreement. The amount to be transferred across in 2020/21 which relates to 2019/20 is £2.047m
Business Rates - Collection Fund Deficit Compensation			(25,072)	(25,072)	This transfer to reserves reflects the payment of additional Section 31 Grant Funding of £25.072m for the extension of 100% business rates reliefs to retail, hospitality leisure and nursery businesses. This is paid to the Council in 2020/21 to offset the Collection Fund deficit created by the reliefs given to business. The grant will be paid in to the Council's General Fund in 2020/21 and will be transferred to reserves and released to reimburse the corresponding element of the Collection Fund deficit in 2021/22
<b>Sub Total</b>	<b>(12,617)</b>	<b>9,604</b>	<b>(25,072)</b>	<b>(28,085)</b>	
<b>Balancing Budget Reserve</b>					
Corporate Reserve to balance budget	(4,182)	4,182		0	
Waste Levy Refund 2019/20	(3,113)	3,113		0	
2019/20 Business Rates Pilot Scheme Gain	(1,413)	1,413		0	
Business Rates Retention Returned Funding	(1,300)	1,300		0	
<b>Sub Total Balancing Budget Reserve</b>	<b>(10,008)</b>	<b>10,008</b>	<b>0</b>	<b>0</b>	
<b>Total Planned use/creation of Earmarked Reserves 2020/21</b>	<b>(22,625)</b>	<b>19,612</b>	<b>(25,072)</b>	<b>(28,085)</b>	
<b>Revenue Grant Reserves</b>					
Growing Oldham Feeding Ambition	(339)	339		0	To continue the Growing Oldham Feeding Ambition project in 2020/21
<b>Total Planned use of Revenue Grant Reserves 2020/21</b>	<b>(339)</b>	<b>339</b>	<b>0</b>	<b>0</b>	

<b>NET Use/Increase of Reserves Earmarked and Grant Reserves</b>	<b>(22,964)</b>	<b>19,951</b>	<b>(25,072)</b>	<b>(28,085)</b>	
Represented by:					
Increase to Reserves	0	(84)	(25,072)	(25,156)	
<b>Total Use of / Change to Reserves Earmarked and Grant Reserves</b>	<b>(22,964)</b>	<b>20,035</b>	<b>(25,072)</b>	<b>(2,929)</b>	Use of a total of £20.035m of reserves in 2020/21. Movement of £25.156m to reserves (£25.072m to address the Collection Fund shortfall in 2021/22)

<b>FINANCING OF THE 2020/21 BUDGET AT MONTH 4</b>	<b>Original Budget</b>	<b>Prior Months</b>	<b>Additions to M4</b>	<b>Revised Budget</b>
	<b>£'000</b>	<b>£'000</b>	<b>£'000</b>	<b>£'000</b>
<b>Net Expenditure Budget</b>	<b>(233,524)</b>			<b>(233,524)</b>
<b>Financed by:</b>				
Business Rates Top-up Grant	(41,048)	(606)		(41,654)
Grants in Lieu of Business Rates	(11,230)	(3)	(25,072)	(36,305)
Improved Better Care Fund Grant	(10,858)			(10,858)
Independent Living Fund Grant	(2,580)			(2,580)
Adult Social Care Support Grant	(6,954)			(6,954)
Housing Benefit & Council Tax Administration Grant	(1,138)			(1,138)
New Homes Bonus Grant	(598)			(598)
Flexible Homelessness Support Grant	(194)			(194)
Homeless Reduction Grant	(164)			(164)
Rough Sleeping Initiative Grant	(37)			(37)
Lead Local Flood authority grant	(12)			(12)
Department for Works and Pensions (DWP) New Burdens	(122)			(122)
Verify earnings and Pensions service		(30)		(30)
School Improvement Monitoring & Brokerage Grant		(104)		(104)
Capital grants		(3)	(138)	(141)
Extended rights to Free Travel		(38)		(38)
Transport Grant		(9)		(9)
SEND Regional Co-ordinator		(24)		(24)
Business Grants New Burdens Funding		(170)		(170)
COVID-19 Funding (Unringfenced)		(8,997)		(8,997)
Adult Social Care Personal Grants			(206)	(206)
Emergency Assistance for Food			(361)	(361)
				0
<b>Total Government Grant Funding</b>	<b>(74,935)</b>	<b>(9,985)</b>	<b>(25,778)</b>	<b>(110,698)</b>
Council Tax Income - General	(88,078)			(88,078)
Council Tax Income - Adult Social Care Precept	(8,679)			(8,679)
Collection Fund Surplus	(1,400)			(1,400)
Retained Business Rates	(50,424)			(50,424)
<b>Total Locally Generated Income</b>	<b>(148,581)</b>	<b>0</b>	<b>0</b>	<b>(148,581)</b>
<b>Total Grant and Income</b>	<b>(223,516)</b>	<b>(9,985)</b>	<b>(25,778)</b>	<b>(259,279)</b>
Balance to be addressed by Use of Reserves	(10,008)			(10,008)
<b>Total Financing</b>	<b>(233,524)</b>	<b>(9,985)</b>	<b>(25,778)</b>	<b>(269,286)</b>

## CAPITAL INVESTMENT PROGRAMME REPORT 2020/21

### Month 4 - July 2020

#### 1 Background

- 1.1 The original capital programme for 2020/21 reflects the priorities outlined in the capital strategy as approved at Cabinet on 10 February 2020 and confirmed at the Council meeting on the 26 February 2020.
- 1.2 The position as at 31 July 2020 is highlighted in this report but as the year progresses the outturn projections will reflect the evolving position.
- 1.3 For the remainder of the financial year, the programme will continue to be monitored and revised to take account of any new developments and changes in the profile of planned expenditure.

#### 2 Current Position

- 2.1 The approved capital programme summary position for the five financial years 2020/21 to 2024/25, approved by Council on 26 February 2020 is summarised in Table 1 and shows capital programme expenditure of £147.632m in 2020/21.

**Table 1 : Original Budget - Capital Programme 2020/21 to 2024/25**

2020/21 £000	2021/22 £000	2022/23 £000	2023/24 £000	2024/25 £000	TOTAL £000
147,632	131,467	102,510	40,999	56,973	479,581

- 2.2 Table 2 shows the revised capital programme for 2020/21 as at 31 July 2020 at an overall expenditure level of £142.617m, following a number of changes explained in the following paragraphs.
- 2.3 The approved virements of £0.236m (an increase to the 2020/21 budget) represents changes since the revised M03 position as detailed later in the report (para 2.5)
- 2.4 Actual expenditure to 31 July 2020 was £29.373m (20.60% of forecast outturn). This spending profile is in line with previous years. The position will be kept under review and budgets will be managed in accordance with forecasts.

**Table 2 – 2020/21 Capital Programme**

Directorate	Revised Budget (M03) £000	Approved Virements (to M04) £000	Proposed Virement/Rephase £000	Revised Budget (M04) £000	Forecast £000	Variance £000
Corporate Services	26,011	-	-	26,011	26,011	0
Children's Services	21,970	-	-	21,970	21,970	0
Communities and Reform	260	-	-	260	260	0
Community Health & Adult Social Care	3,130	2	-	3,132	3,132	0
Housing Revenue Account	5,735	-	-	5,735	5,735	0
People and Place	86,605	234	(1,330)	85,509	85,509	0
<b>Overall Total</b>	<b>143,711</b>	<b>236</b>	<b>(1,330)</b>	<b>142,617</b>	<b>142,617</b>	<b>0</b>

(subject to rounding – tolerance +/- £1k)

2.5 The net budget change of £0.236m represents approved movements including new funding, as detailed below:

£210k – Additional Highways Maintenance LTP Funding  
 £ 43k – Insurance Payment in relation to the theft of a vehicle  
 £ 2k – Disabled Facilities Grant – Private Contributions  
(£ 19k) – Rephasing of Local Investment Fund scheme into 2021/22  
 £236k

2.6 The proposed net changes of £1.330m reflect anticipated virements and further rephasing of spending as detailed in Appendix G.

2.7 Due to the COVID-19 pandemic, there remains an element of uncertainty about the forecast position and it is inevitable that this will change in the remaining months; that said the forecasts are based on the latest and most up to date information. A further breakdown of Table 2 on a service by service area basis is shown at Appendices A to F and the detailed breakdown of proposed virement/rephasing, both expenditure and financing, is shown in Appendix G.

### **Re-profiling of the Capital Programme**

2.8 The revised capital programme for 2020/21 to 2024/25, taking into account all the above amendments in arriving at the revised forecast position, is shown in Table 3 together with the projected financing profile.

**Table 3 – 2020/2025 Capital Programme**

Directorate Budget	Revised Budget 2020/21 £000	2021/22 £000	2022/23 £000	2023/24 £000	2024/25 £000	Total £000
Corporate Services	26,011	442	4,200	3,200	10,330	44,183
Children's Services	21,970	15,989	5,000	-	-	42,959
Communities and Reform	260	1	-	-	-	261
Community Health & Adult Social Care	3,132	703	400	400	400	5,035
Housing Revenue Account	5,735	3,922	3,800	2,835	-	16,292
People and Place	85,509	54,573	92,386	49,869	23,642	305,979
<b>Grand Total</b>	<b>142,617</b>	<b>75,630</b>	<b>105,786</b>	<b>56,304</b>	<b>34,372</b>	<b>414,709</b>

(subject to rounding – tolerance +/- £1k)

Funding	2020/21 £000	2021/22 £000	2022/23 £000	2023/24 £000	2024/25 £000	Total £000
Grant & Other Contributions	(30,570)	(40,952)	(4,452)	(1,973)	(1,973)	(79,920)
Prudential Borrowing	(95,119)	(26,624)	(84,706)	(42,647)	(30,634)	(279,730)
Revenue	(5,740)	(3,922)	(6,200)	(7,735)	-	(23,597)
Capital Receipts	(11,188)	(4,132)	(10,428)	(3,949)	(1,765)	(31,462)
<b>Grand Total</b>	<b>(142,617)</b>	<b>(75,630)</b>	<b>(105,786)</b>	<b>(56,304)</b>	<b>(34,372)</b>	<b>(414,709)</b>

(subject to rounding – tolerance +/- £1k)

- 2.9 The revised Provision for Emerging Priorities for 2020/21 to 2024/25, taking into account all the above amendments is contained within the Corporate Services budget and is as follows:

**Table 4 – Provision for Emerging Priorities**

	2020/21 £000	2021/22 £000	2022/23 £000	2023/24 £000	2024/25 £000	Total £000
Provision for Emerging Priorities	1,301	442	4,200	3,200	10,330	<b>19,473</b>

### Capital Receipts

- 2.10 The revised capital programme requires the availability of £11.188m of capital receipts in 2020/21 for financing purposes. The total net usable capital receipts currently received in year is £0.310m.
- 2.11 The capital receipts position as at 31 July 2020 is as follows:

**Table 5 – Capital Receipts 2020/21**

	£000	£000
Capital Receipts Financing Requirement		11,188
Usable Capital Receipt b/fwd.	-	
Actual received to date	(310)	
<b>Further Required/(Surplus) in 2020/21</b>		<b>10,878</b>

(subject to rounding – tolerance +/- £1k)

- 2.12 Given the significant amount of receipts needed to finance the capital programme in this and future years it is imperative that the capital receipts/disposal schedule is adhered to. This is monitored at the monthly Capital Receipts meeting and will be subject to on-going review throughout the year. It is of course recognised that the pandemic has had an impact on business/economic activities making capital disposals more challenging.
- 2.13 The Capital Strategy and Capital Programme 2020/25 introduced an expectation of the level of receipts that is anticipated in each of the respective years and therefore an estimate as to the resultant level of over or under programming in order to present a balanced budget. The position as at 31 July 2020 is illustrated in the table below:

**Table 6 – Capital Receipts 2020/25**

<b>Capital Receipts</b>	<b>2020/21 £000</b>	<b>2021/22 £000</b>	<b>2022/23 £000</b>	<b>2023/24 £000</b>	<b>2024/25 £000</b>
Capital Receipts Carried Forward	-	6,751	21	8,741	12,440
Estimated Capital Receipts	(4,127)	(10,862)	(1,708)	(250)	(1,074)
Received in year	(310)				
<b>Total Receipts</b>	<b>(4,437)</b>	<b>(4,111)</b>	<b>(1,687)</b>	<b>8,491</b>	<b>11,366</b>
Capital Receipts Financing Requirement	11,188	4,132	10,428	3,949	1,765
<b>Over/(Under) programming</b>	<b>6,751</b>	<b>21</b>	<b>8,741</b>	<b>12,440</b>	<b>13,131</b>

(subject to rounding – tolerance +/- £1k)

- 2.14 As shown above, the most recent projection indicates a potential shortfall in later years of the programme. However, until a thorough review of the asset disposal programme has taken place, it is prudent to retain the current programme and review during the course of the current year.

### **Annual Review of the Capital Programme**

- 2.15 In accordance with previous practice, there will once again be a review of the capital programme over the summer months (the Summer Review). This will examine any further opportunities to reallocate, decommission or reprofile resources. It will also include an in-depth analysis of capital receipts.

## **3 Conclusion**

- 3.1 Whilst the current projected position is showing the outturn to match the budget, a detailed review of the capital programme is being undertaken to establish if there are any surplus resources that can be realigned or any further re-profiling required. Whilst the Creating a Better Place review has recently concluded, it is likely that there will be some further rephasing across all years to reflect the current developments of individual projects/schemes.
- 3.2 The capital programme is being continually monitored and is reported to Members on a regular basis.

## 4 **Appendices**

- 4.1 Appendix A - SUMMARY – Month 4 - Corporate Services
- Appendix B - SUMMARY – Month 4 - Children’s Services
- Appendix C - SUMMARY – Month 4 - Communities and Reform
- Appendix D - SUMMARY – Month 4 - Community Services & Adult Social Care
- Appendix E - SUMMARY – Month 4 - Housing Revenue Account (HRA)
- Appendix F - SUMMARY – Month 4 - People and Place
- Appendix G - SUMMARY – Month 4 - Proposed Variations

**SUMMARY – MONTH 4 (JULY 2020) – Corporate Services**

<b>Service area</b>	<b>Revised Budget M03 £000</b>	<b>Approved Virements (to M04) £000</b>	<b>Proposed Virement / Rephase £000</b>	<b>Revised Budget M04 £000</b>	<b>Forecast £000</b>	<b>Year End Variance £000</b>
Corporate	25,616	-	-	25,616	25,616	-
General Services	396	-	-	396	396	-
	<b>26,011</b>	<b>-</b>	<b>-</b>	<b>26,011</b>	<b>26,011</b>	<b>-</b>

(subject to rounding – tolerance +/- £1k)

**Major Variances Commentary**

No additional variances to report

**SUMMARY – MONTH 4 (JULY 2020) - Children's Services**

<b>Service area</b>	<b>Revised Budget M03 £000</b>	<b>Approved Virements (to M04) £000</b>	<b>Proposed Virement / Rephase £000</b>	<b>Revised Budget M04 £000</b>	<b>Forecast £000</b>	<b>Year End Variance £000</b>
Children, Young People & Families	179	-	-	179	179	-
Schools – General Provision	712	-	-	712	712	-
Schools – Primary	5,778	-	-	5,778	5,778	-
Schools – Secondary	4,413	-	-	4,413	4,413	-
Schools – Special	657	-	-	657	657	-
Schools – New Build	10,231	-	-	10,231	10,231	-
	<b>21,970</b>	<b>-</b>	<b>-</b>	<b>21,970</b>	<b>21,970</b>	<b>-</b>

(subject to rounding – tolerance +/- £1k)

**Major Variances Commentary**

No additional variances to report

**SUMMARY – MONTH 4 (JULY 2020) - Communities and Reform**

<b>Service area</b>	<b>Revised Budget M03 £000</b>	<b>Approved Virements (to M04) £000</b>	<b>Proposed Virement / Rephase £000</b>	<b>Revised Budget M04 £000</b>	<b>Forecast £000</b>	<b>Year End Variance £000</b>
District Investment Fund	260	-	-	260	260	-
	<b>260</b>	<b>-</b>	<b>-</b>	<b>260</b>	<b>260</b>	<b>-</b>

(subject to rounding – tolerance +/- £1k)

**Major Variances Commentary**

No additional variances to report

**SUMMARY – MONTH 4 (JULY 2020) - Community Services & Adult Social Care**

<b>Service area</b>	<b>Revised Budget M03 £000</b>	<b>Approved Virements (to M04) £000</b>	<b>Proposed Virement / Rephase £000</b>	<b>Revised Budget M04 £000</b>	<b>Forecast £000</b>	<b>Year End Variance £000</b>
Adult Services	3,130	2	-	3,132	3,132	-
	<b>3,130</b>	<b>2</b>	<b>-</b>	<b>3,132</b>	<b>3,132</b>	<b>-</b>

(subject to rounding – tolerance +/- £1k)

**Major Variances Commentary**

No additional variances to report

**SUMMARY – MONTH 4 (JULY 2020) - Housing Revenue Account (HRA)**

<b>Service area</b>	<b>Revised Budget M03 £000</b>	<b>Approved Virements (to M04) £000</b>	<b>Proposed Virement / Rephase £000</b>	<b>Revised Budget M04 £000</b>	<b>Forecast £000</b>	<b>Year End Variance £000</b>
Housing Revenue Account	5,735	-	-	5,735	5,735	-
<b>Reform Total</b>	<b>5,735</b>	<b>-</b>	<b>-</b>	<b>5,735</b>	<b>5,735</b>	<b>-</b>

(subject to rounding – tolerance +/- £1k)

**Major Variances Commentary**

No additional variances to report

**SUMMARY – MONTH 4 (JULY 2020) - People and Place**

<b>Service area</b>	<b>Revised Budget M03 £000</b>	<b>Approved Virements (to M04) £000</b>	<b>Proposed Virement / Rephase £000</b>	<b>Revised Budget M04 £000</b>	<b>Forecast £000</b>	<b>Year End Variance £000</b>
Asset Management	3,320	(19)	(733)	2,568	2,568	-
Asset Mgt - Education Premises	4,250	-	(597)	3,653	3,653	-
Boroughwide Developments	16,538	-	-	16,538	16,538	-
Development	268	-	-	268	268	-
District Partnership – Boroughwide	257	-	-	257	257	-
Environment – Countryside	2	43	-	45	45	-
Environment – Parks	256	-	-	256	256	-
Env - Playing Fields & Facilities	12	-	-	12	12	-
ICT	5,091	-	-	5,091	5,091	-
Parks & Playing Fields	23	-	-	23	23	-
Private Housing – HMRF	250	-	-	250	250	-
Private Housing	800	-	-	800	800	-
Public Realm	177	-	-	177	177	-
Schools – Special	3	-	-	3	3	-
Schools – New Build	9,500	-	-	9,500	9,500	-
Strategic Acquisitions	-	-	-	-	-	-
Town Centre Developments	28,750	-	-	28,750	28,750	-
Transport - Accident Reduction	674	-	-	674	674	-
Transport - Bridges & Structures	3,566	-	-	3,566	3,566	-
Transport - Fleet Management	1,001	-	-	1,001	1,001	-
Transport - Highway Major Works/Drainage schemes	9,877	210	-	10,087	10,087	-
Transport – Metrolink	-	-	-	-	-	-
Transport - Minor Works	1,440	-	-	1,440	1,440	-
Transport – Miscellaneous	524	-	-	524	524	-
Transport - Street Lighting	26	-	-	26	26	-
	<b>86,605</b>	<b>234</b>	<b>(1,330)</b>	<b>85,509</b>	<b>85,509</b>	<b>-</b>

(subject to rounding – tolerance +/- £1k)

**SUMMARY – MONTH 4 (JULY 2020) - People and Place** Cont'd

**Major Variances Commentary**

No additional variances to report

**SUMMARY – MONTH 4 (JULY 2020) - Proposed Variations**

<b>EXPENDITURE BUDGETS TO BE REPROFILED AS AT 31 JULY 2020</b>	<b>2020/21</b>	<b>2021/22</b>	<b>Comments</b>
<b>Directorate / Scheme</b>	<b>£000</b>	<b>£000</b>	
<b>People and Place</b>			
South Failsworth Primary - External Cladding & Playground	(110)	110	Rephase to Future Years
Friezland Primary School - Electrical Rewire	(237)	237	Rephase to Future Years
Mills Hill Primary School - Electrical upgrade	(250)	250	Rephase to Future Years
Moorhey Street Depot - Re-wire	(200)	200	Rephase to Future Years
Moorhey Street Electrical Upgrade	(136)	136	Rephase to Future Years
Medlock Court Electrical/Fire Alarm Upgrade	(40)	40	Rephase to Future Years
Chadderton Town Hall Toilet	(79)	79	Rephase to Future Years
Old Mill Lane Grotton - Burghley Close Greenacres	(256)	256	Rephase to Future Years
Greenacres Cemetery - entrance lodge, boundary walls, archway and roof	(22)	22	Rephase to Future Years
<b>People and Place TOTAL</b>	<b>(1,330)</b>	<b>1,330</b>	
<b>TOTAL</b>	<b>(1,330)</b>	<b>1,330</b>	

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<b>FINANCING BUDGETS TO BE REPROFILED AS AT 31 JULY 2019</b>	<b>2020/21</b>	<b>2021/22</b>	
<b>Fund Source</b>	<b>£000</b>	<b>£000</b>	
Grants and Contributions	597	(597)	
Prudential Borrowing	406	(406)	
Revenue Contribution	-	-	
Capital Receipts	327	(327)	
<b>TOTAL</b>	<b>1,330</b>	<b>(1,330)</b>	

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**Report to PERFORMANCE AND VALUE FOR MONEY SELECT COMMITTEE**

## **EMPLOYEE ATTENDANCE, WORKFORCE COVID RESPONSE AND FIT FOR OLDHAM PROGRAMME UPDATE**

**Portfolio Holder:**

Cllr A Chadderton – Cabinet Member for HR and Corporate Reform

**Officer Contact and Report Author:** Julia Veall, Director of Workforce and Organisational Design

**Ext. 5197**

**1<sup>st</sup> October 2020**

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### **Purpose of the Report**

The Board is asked to receive a progress report on improving attendance and the Fit for Oldham Programme as requested at the PVFM Select Committee held in June 2020.

### **Recommendations**

The Board is asked to note the information as provided in the presentation.

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## PVFM Update

- Employee Attendance
- Workforce COVID Response
- Fit for Oldham Programme

**Julia Veall, Director of Workforce and Organisational Design**

**September 2020**



## PVFM – Employee Attendance

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### 2019/20 Financial Year Sickness Absence Performance

- Total days lost to sickness absence for the year 2019/20 was **11.33** working days per FTE
- The highest reasons for sickness absence in 2019/20 were **Mental Health** (41.5 % of all absence), **Musculoskeletal** (35.23% of all absence) and **Stomach, Liver and Digestion** related (9.46% of all absence)
- Adults Social Care, Economy and Education, Early Years and Skills had the highest rates of absence across Council Divisions
- Long Term absence (longer than 20 working days in duration) accounted from **73.8%** of all absence

### Current financial year (April – August 2020) Sickness Absence Performance

- Sickness absence at the end of August 2020 stood at **3.2** working days per FTE and if current absence trends continue the year end outturn will be **7.8 days per FTE** (the lowest on record)
- **Mental Health** (34.6 % of all absence), **Musculoskeletal** (26.2% of all absence) and **Stomach, Liver and Digestion related** (7.8% of all absence) continue to be the main reasons for absence.
- **COVID-19** (diagnosed or Self Diagnosed) was accountable for **5.3%** of sickness absence.

## PVFM – Employee Attendance

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### 2019/20 Financial Year Turnover

- The turnover rate for 2019/20 was **12.7%**
- The divisions with the highest turnover were **Communications, Strategy and Performance** (26.2%), **Education, Early Years and Skills** (22.3%) and Economy (15.9%)
- The top 3 reasons for leaving were Resignation (158), End of Contract (48) and Retirement (35)
- The average age of leavers was 46 with an average of 11 years service with the Council

### Current Financial year (April – August 2020) Turnover

- In year turnover to the end of August stands at **12.2%**
- The divisions with the highest turnover are **Education, Early Years and Skills** (23.8%), **HR, OD and Transformation** (20.3%) and **Youth, Leisure and Communities** (16.4%)

# PVFM – Employee Attendance

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## Responding to COVID-19

### **Workforce Welfare**

Developed in response to COVID-19 in recognition of the increasing pressures on both mental and physical health:

- To improve support in the workplace (such as EAP, OH, Able Futures and Mental Health First Aiders) and wider support available in the community of Oldham and across GM
- Promote new initiatives emerging as part of the national and local Covid response (such as additional support for frontline workers, and virtual self guided initiatives)
- Provide resources which promote self-care and peer support. Welfare package had very positive feedback with no gaps identified so far

### **Working arrangements**

- COVID-19 absence recorded separately from non-COVID absence for purposes of sick pay entitlement and monitoring;
- Introduction of paid self-isolation leave;
- Introduction of paid time off if main Carer for someone with COVID-19

# PVFM – Employee Attendance

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## Responding to COVID-19

### **Risk assessments**

- Managers required to closely consider the risk of infection spread through risk assessments for accommodation, job roles and individuals where they are considered at high risk;
- Home risk assessments;
- Operating on the principle of 'safety first;'
- Focus on the potential risk to wellbeing through social isolation
- Manager's Handbook in place to help provide support and 'good practice' guidance

### **Future plans**

- Carefully considered use of buildings to balance safety with need for social interaction;
- Embracing new ways of working to encourage greater flexibility balancing remote/ home and office based working

## PVFM – Employee Attendance

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### #TeamOldham Workforce Strategy 2020-2023 Objectives

- Ambition for a One Team workforce: engaged, motivated and properly skilled
- Sets out the framework for the workforce delivery plan
- Themes: supporting our staff, leadership and culture, planning for the future
- Supporting our staff – Wellbeing and Engagement
- Promoting wellness, rather than reducing sickness
- Employee Attendance Improvement Programme

## PVFM – Employee Attendance

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### Employee Attendance Management Programme Objectives

- Reduce sickness absence rate, including long term instances and average duration;
- Achieve cultural change, a modern approach to absence management;
- Improve policy compliance;
- Support and compliment the Fit for Oldham programme

# PVFM – Employee Attendance

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## Employee Attendance Programme: Initial Findings

### External findings:

- No perceptible correlation between trigger points used and level of sickness absence;
- Good practice of proactively planning workplace adjustments;
- Physiotherapy used successfully to mitigate absence

### Internal findings:

- Low manager compliance with policy;
- Poor take up of Employee Assistance Programme provision;
- Low referral rates for physiotherapy
- Pockets of excellent practice

## PVFM – Employee Attendance

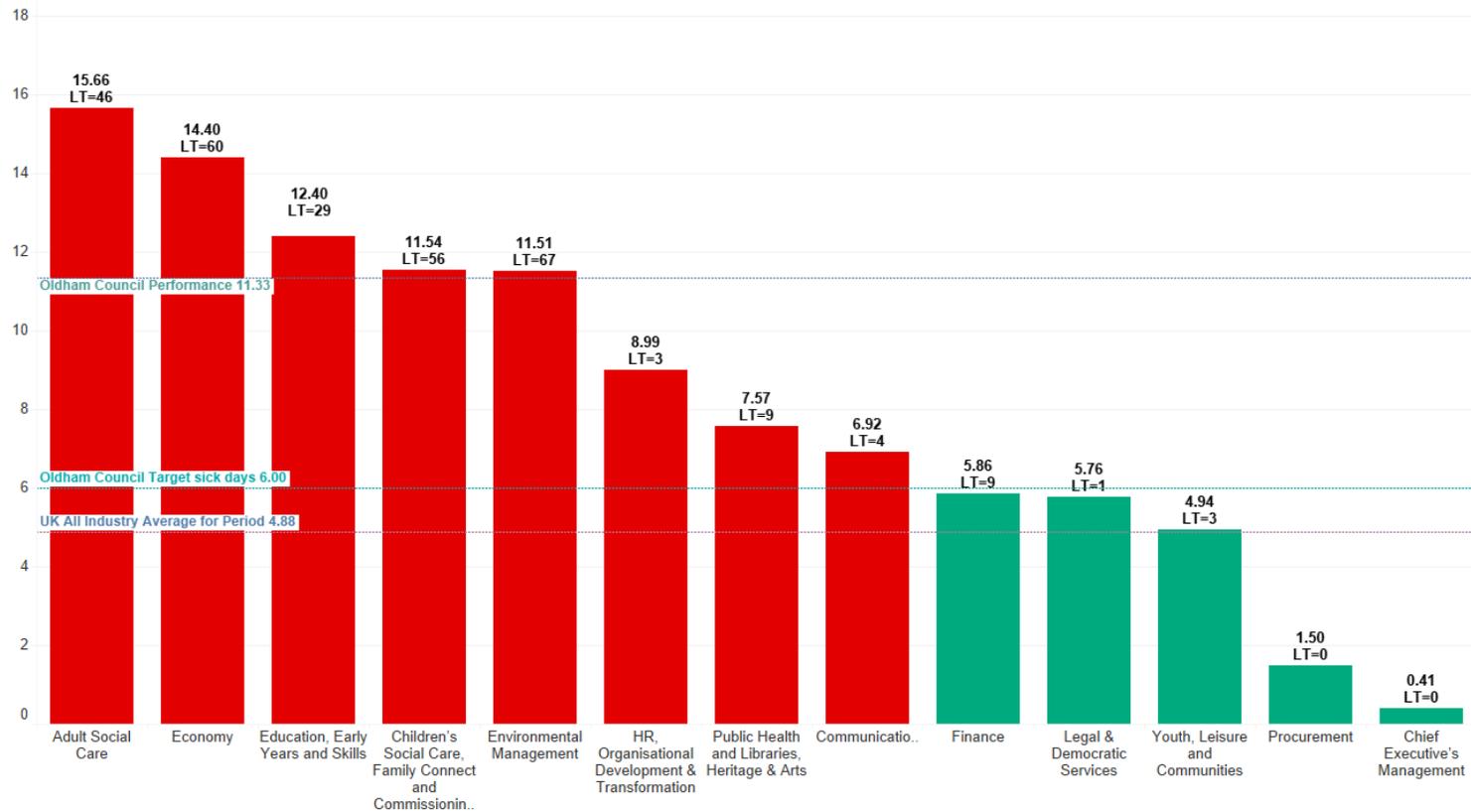
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### Growing the Fit for Oldham Offer

- Extending to all of #TeamOldham
- Improving Accessibility – a more flexible offer in terms of location and times to fit around different working schedules
- Inclusivity – removing barriers to engagement in the offer, promoting wellness for all regardless of race, gender or disability
- Type of activities to reflect the diverse needs and interests of the workforce
- Having a more targeted approach to engage those who need it most

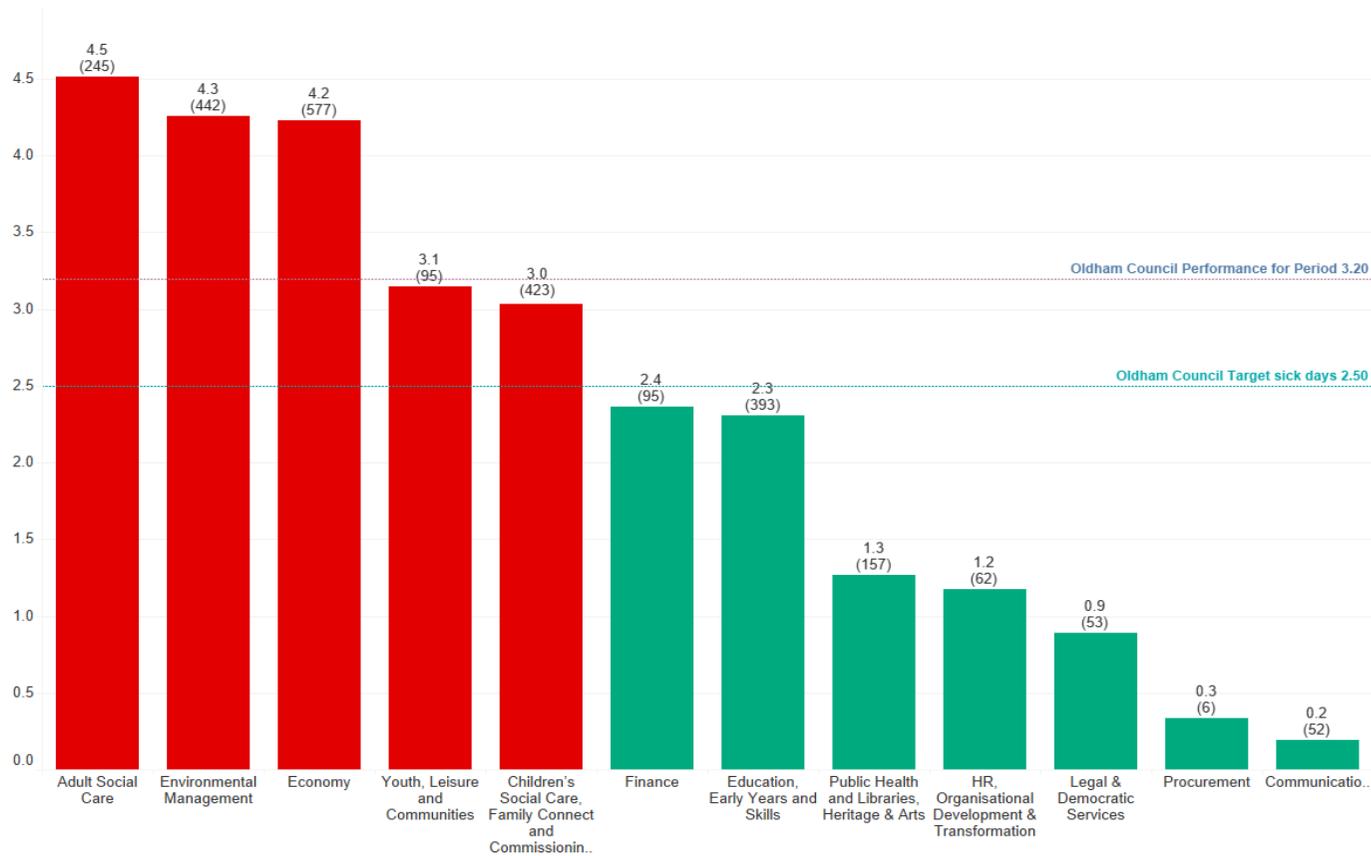
# APPENDICES

Appendix 1.1 2019/20 Sickness days lost per FTE



# APPENDICES

## Appendix 1.2 2020/21 (April – August) Sickness days lost per FTE

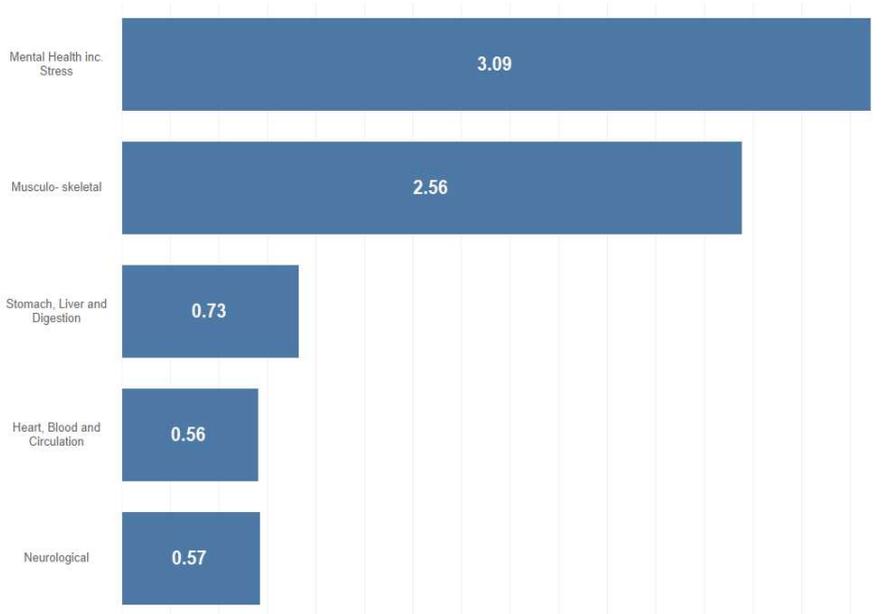


# APPENDICES

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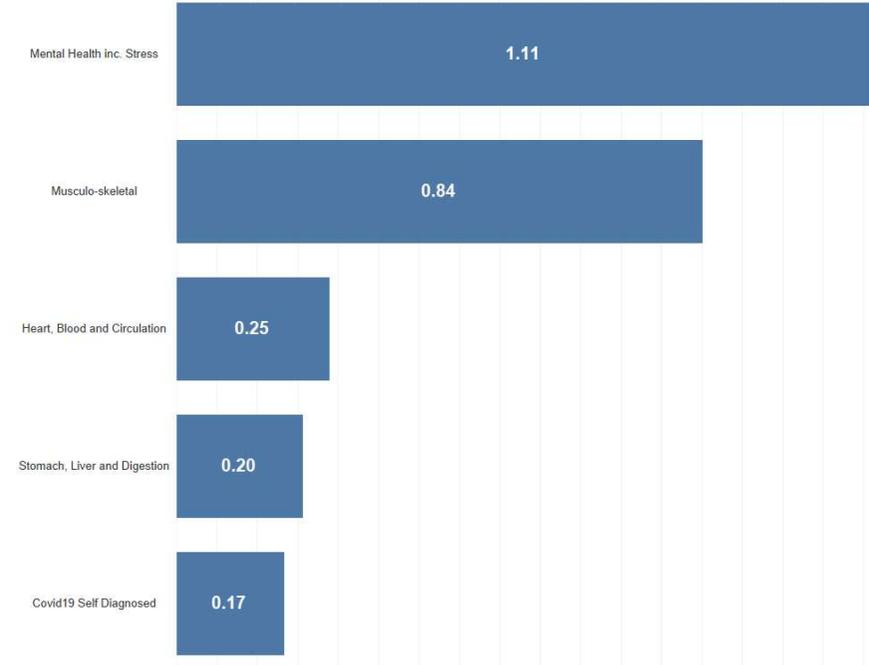
Appendix 1.3 2019/20

Top 5 reasons for absence: Days Lost per FTE



Appendix 1.4 2020/21 (April – August)

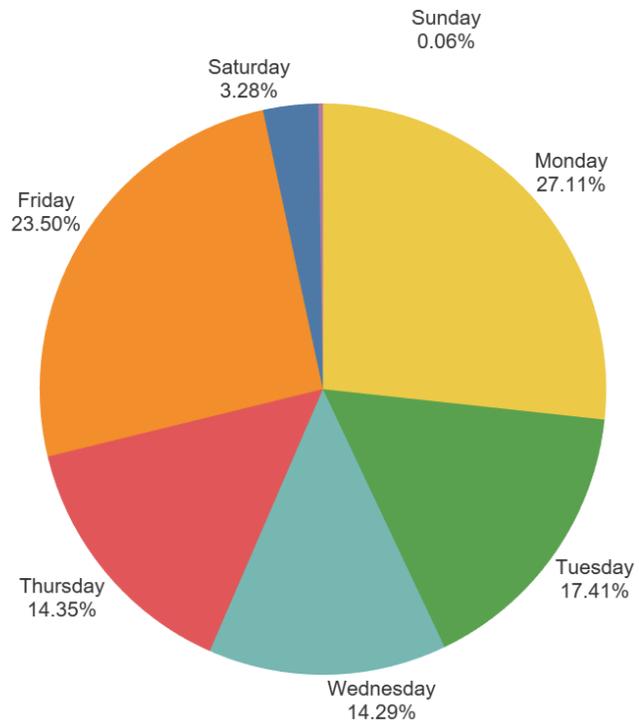
Top 5 reasons for absence: Days Lost per FTE



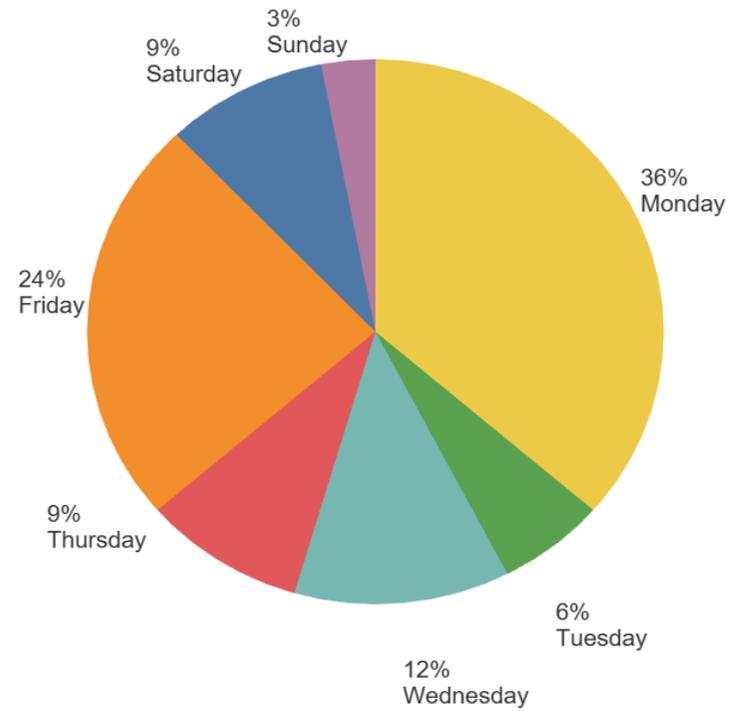
# APPENDICES

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Appendix 1.5 2019/20 Single Day Absences



Appendix 1.6 2020/21 (April- August) Single Day Absences



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## **Report to PERFORMANCE AND VALUE FOR MONEY SELECT COMMITTEE**

### **Key Decision Document**

**Portfolio Holder: Various**

**Report Author:** Lori Hughes, Constitutional Services Officer  
**Ext.** 4716

**1<sup>st</sup> October 2020**

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#### **Purpose of the Report**

For the Performance and Value For Money Select Committee to review and note the latest published Key Decision Document.

#### **Executive Summary**

Overview and Scrutiny bodies have access to the Key Decision Document and timetable for decisions and intentions for consultation. Where the overview and scrutiny function has not scrutinised an item on the Key Decision Document, but that item has implications for policy/service development, then the overview and scrutiny body will have full opportunity to be able to submit any comments to the relevant Cabinet Member/Chief Officer during the course of the consultation process in relation to any key decision.

#### **Recommendations**

The Performance and Value for Money Select Committee is asked to note the Key Decision Document and to provide any comments.

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**KEY DECISION DOCUMENT – COVERING DECISIONS TO BE TAKEN FROM 1 OCTOBER 2020**

Key Decision Reference	Subject Area For Decision	Led By	Decision Date	Decision Taker
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**Economy and Skills Cabinet Portfolio**

RCR-10-14	Western Gateway Town Centre Land and Property Acquisitions	Director of Economy	December 2020	Cabinet
Description: To acquire strategic land and properties across the Western Gateway of the Town Centre Document(s) to be considered in public or private: Private for financial and commercial reasons				
ECEN-12-07	Oldham Heritage and Arts Centre Enabling Works	Director of Economy	October 2020	Cabinet Member - Economy & Skills (Leader - Councillor Sean Fielding)
Description: The implementation of enabling works in relation to the development of a new heritage and arts centre and a new theatre. Document(s) to be considered in public or private: Part A Cabinet report (Oldham Cultural Quarter), 24th April 2017.				
ECEN-02-19	Tommyfield Market Options	Director of Economy	October 2020	Cabinet
Description: To approve recommendations relating to the future of Tommyfield Market. Document(s) to be considered in public or private: Report is to be considered in private due to commercial sensitivity and detail of financial/business affairs.				

**KEY DECISION DOCUMENT – COVERING DECISIONS TO BE TAKEN FROM 1 OCTOBER 2020**

<b>Key Decision Reference</b>	<b>Subject Area For Decision</b>	<b>Led By</b>	<b>Decision Date</b>	<b>Decision Taker</b>
ECEN-20-19	Land to the North of the Lancaster Club, Broadway, Failsworth (1935 land) [Failsworth West]	Deputy Chief Executive – Helen Lockwood	October 2020	Cabinet Member - Economy & Skills (Leader - Councillor Sean Fielding)
Description: Document(s) to be considered in public or private:				
ECEN-23-19	Alexandra Park Depot	Deputy Chief Executive – Helen Lockwood	October 2020	Cabinet Member - Economy & Skills (Leader - Councillor Sean Fielding)
Description: Consultant fees Document(s) to be considered in public or private: Cabinet Paper 28th January 2018 Public				
ECEN-02-20	Hollinwood Junction and Housing Delivery Options	Deputy Chief Executive – Helen Lockwood	November 2020	Cabinet
Description: Hollinwood Junction and Housing Delivery Options Document(s) to be considered in public or private: Report to be considered in private due to commercial confidentiality				

## KEY DECISION DOCUMENT – COVERING DECISIONS TO BE TAKEN FROM 1 OCTOBER 2020

Key Decision Reference	Subject Area For Decision	Led By	Decision Date	Decision Taker
ECEN-04-20	Award of the main OMA contract	Director of Economy	October 2020	Cabinet Member - Economy & Skills (Leader - Councillor Sean Fielding)
Description: Award of main contract to refurbish the former library on Union St (now known as OMA) into a new heritage and arts centre. Work to include landscape works to land adjacent to the former library, and refurbishment of parts of Gallery Oldham Document(s) to be considered in public or private: Delegated report				
Page 155 ECEN-05-	Alexandra Park Depot	Director of Economy	October 2020	Cabinet
Description: Construction of new depot and eco centre Document(s) to be considered in public or private: Delegated report (private)  Report will contain financially sensitive information				

## Education Cabinet Portfolio

EDS-08-19	Secondary Education Provision - Expansion of North Chadderton School	Managing Director, Children and Young People - Gerard Jones	October 2020	Cabinet Member - Education (Councillor Shaid Mushtaq)
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**KEY DECISION DOCUMENT – COVERING DECISIONS TO BE TAKEN FROM 1 OCTOBER 2020**

<b>Key Decision Reference</b>	<b>Subject Area For Decision</b>	<b>Led By</b>	<b>Decision Date</b>	<b>Decision Taker</b>
Description: The report is seeking approval to award a contract for the expansion of North Chadderton School, following the completion of a tender procurement exercise. Document(s) to be considered in public or private: Private				
ED-03-20	Expansion of Kingsland School	Managing Director, Children and Young People - Gerard Jones	October 2020	Cabinet
Description: Report on the proposed expansion of Kingsland School including physical expansion of the building and changing the PAN of the school. Document(s) to be considered in public or private: Public Report				

**13 Children and Young People Cabinet Portfolio - None**

**Health and Social Care Cabinet Portfolio**

**Housing Cabinet Portfolio**

HSG-04-20	Chadderton Neighbourhood Area and Forum Designations	Deputy Chief Executive – Helen Lockwood	October 2020	Cabinet Member - Housing (Councillor Hannah Roberts)
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**KEY DECISION DOCUMENT – COVERING DECISIONS TO BE TAKEN FROM 1 OCTOBER 2020**

Key Decision Reference	Subject Area For Decision	Led By	Decision Date	Decision Taker
<p>Description: To designate The Chadderton Partnership as a Neighbourhood Forum and designate Chadderton as a Neighbourhood Area in line with the requirements set out in the Neighbourhood Planning (General) Regulations (2012). Document(s) to be considered in public or private:</p>				
HSG-06-20	Local Development Scheme (LDS) September 2020.	Deputy Chief Executive – Helen Lockwood	October 2020	Cabinet Member - Housing (Councillor Hannah Roberts)
<p>Description: The council has to prepare a Local Plan to ensure that we have an up-to-date and comprehensive planning framework to support the borough’s economic, environmental and social objectives. The Local Development Scheme (LDS) is the project plan for the Local Plan. It sets out details and timetables about the planning documents we will prepare, including: Oldham’s Local Plan (incorporating site allocations; and Greater Manchester’s Plan for Homes, Jobs and the Environment. Document(s) to be considered in public or private: Local Development Scheme (LDS) September 2020.</p>				
HSG-07-20	Local Plan Review: Issues and Options	Deputy Chief Executive – Helen Lockwood	November 2020	Cabinet Member - Housing (Councillor Hannah Roberts)

## KEY DECISION DOCUMENT – COVERING DECISIONS TO BE TAKEN FROM 1 OCTOBER 2020

Key Decision Reference	Subject Area For Decision	Led By	Decision Date	Decision Taker
<p>Description: Oldham's Local Plan will guide development in the borough up to 2037. It will eventually replace the current plan (Joint Core Strategy and Development Management Policies DPD) which was adopted in November 2011 and any saved older planning policies.</p> <p>The Issues and Options document describes key challenges facing Oldham, sets out broad issues and presents options and questions that we need residents, businesses and interested parties in the borough to help us answer.</p> <p>Document(s) to be considered in public or private:</p>				
HSG-08-20 New!	Greater Manchester's Plan for Homes, Jobs and the Environment (GMSF)	Director of Economy	October 2020	Cabinet
<p>Description: Approval of the Greater Manchester's Plan for Homes, Jobs and the Environment (GMSF) 2020 for Publication stage (by Cabinet) and Submission stage (by Council).</p> <p>Document(s) to be considered in public or private:</p>				

## Neighbourhoods and Culture Cabinet Portfolio

NEI-01-20	Award of Contract for Highways work - New Saddleworth School	Deputy Chief Executive – Helen Lockwood	December 2020	Cabinet
<p>Description: Approval to award the contract for the highways works associated with the new Saddleworth School in Diggle</p> <p>Document(s) to be considered in public or private: Private -</p> <p>NOT FOR PUBLICATION by virtue of Paragraph 3 of Part 1 of Schedule 12A of the Local Government Act 1972 and it is not in the public interest to disclose the information because it relates to the financial or business affairs of the Council.</p>				

**KEY DECISION DOCUMENT – COVERING DECISIONS TO BE TAKEN FROM 1 OCTOBER 2020**

Key Decision Reference	Subject Area For Decision	Led By	Decision Date	Decision Taker
NEI-03-20	Highways Improvement Programme 2019/20 - 2021/22	Deputy Chief Executive – Helen Lockwood	March 2021	Cabinet Member - Neighbourhoods & Culture (Councillor Barbara Brownridge)
<p>Description: Cabinet approved the £12m Highways Improvement Programme for delivery over the financial years 2019/20 to 2021/22 in March 2019.</p> <p>As part of the Programme there will be several schemes/groups of schemes with values exceeding £250,000 hence the need for an item on the key decision document. This item relates to any decisions made on tenders exceeding £250,000 in the 2020/21 financial year to ensure prompt delivery of the programme.</p> <p>Document(s) to be considered in public or private: N/A</p>				
NC-07-20	GM2040 Transport Strategy and supporting documents including GM2040 Delivery Plan 2 and Oldham Local Implementation Plan	Deputy Chief Executive – Helen Lockwood	October 2020	Cabinet
<p>Description: A refreshed Greater Manchester Transport Strategy and the final version on the Five-Year Delivery Plan will be presented for endorsing for approval by GMCA and publication in November 2020, alongside GMSF. A supporting Oldham Local Implementation Plan will be also be presented for approval to be published as an appendix to the Five-Year Delivery Plan, acknowledging that this is a “live” document and will be subject to regular review and update as appropriate.</p> <p>Document(s) to be considered in public or private: GM2040 Transport Strategy and supporting documents including GM2040 Delivery Plan 2 and Oldham Local Implementation Plan</p>				

**HR and Corporate Reform Cabinet Portfolio - None**

**KEY DECISION DOCUMENT – COVERING DECISIONS TO BE TAKEN FROM 1 OCTOBER 2020**

Key Decision Reference	Subject Area For Decision	Led By	Decision Date	Decision Taker
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**Finance and Green Cabinet Portfolio**

FG-08-20	Report of the Director of Finance – Treasury Management Strategy Mid-Year Review 2020/21	Director of Finance – Anne Ryans	November 2020	Cabinet
<p>Description: Review of the performance for the first half of the financial year in relation to the Treasury Management Strategy for 2020/21.</p> <p>Document(s) to be considered in public or private: Proposed Report Title: Report of the Director of Finance – Treasury Management Strategy Mid-Year Review 2020/21.</p> <p>Background Documents: Various Appendices</p> <p>–Report to be considered in Public</p>				
FG-09-20	Report of the Director of Finance - Budget 2021/22 – Determination of the Tax Bases for Council Tax Setting and for Business Rates Income Purposes	Director of Finance – Anne Ryans	December 2020	Cabinet

**KEY DECISION DOCUMENT – COVERING DECISIONS TO BE TAKEN FROM 1 OCTOBER 2020**

Key Decision Reference	Subject Area For Decision	Led By	Decision Date	Decision Taker
<p>Description: The Determination of the Tax Bases for Council Tax Setting and for Business Rates Income for use in 2021/22 budget deliberations.                      Document(s) to be considered in public or private: Proposed Report Title:                      Report of the Director of Finance                      Budget 2021/22 – Determination of the Tax Bases for Council Tax Setting and for Business Rates Income Purposes</p> <p>Background Documents: Appendices - Various</p> <p>Report to be considered in Public</p>				
<p>Page 14                      FG-10-20</p>	<p>Report of the Director of Finance – Treasury Management Strategy Statement 2021/22</p>	<p>Director of Finance – Anne Ryans</p>	<p>February 2021</p>	<p>Cabinet</p>
<p>Description: To consider the Council’s Treasury Management Strategy for 2021/22 - including Minimum Revenue Provision Policy Statement, Annual Investment Strategy and Prudential Indicators                      Document(s) to be considered in public or private: Proposed Report Title:                      Report of the Director of Finance – Treasury Management Strategy Statement 2021/22</p> <p>Background Documents: Various Appendices</p> <p>Report to be considered in Public</p>				
<p>FG-11-20</p>	<p>Report of the Director of Finance – Revenue Budget 2021/22 and Medium Term Financial Strategy 2021/22 to 2025/26</p>	<p>Director of Finance – Anne Ryans</p>	<p>February 2021</p>	<p>Cabinet</p>

**KEY DECISION DOCUMENT – COVERING DECISIONS TO BE TAKEN FROM 1 OCTOBER 2020**

Key Decision Reference	Subject Area For Decision	Led By	Decision Date	Decision Taker
<p>Page 142</p>	<p>Description: To consider the Administration’s detailed revenue budget reduction proposals and the presentation of the Medium Term Financial Strategy for the Council (2021/22 to 2025/26) incorporating the current policy landscape and Local Government Finance Settlement. Document(s) to be considered in public or private: Proposed Report Title: Report of the Director of Finance – Revenue Budget 2021/22 and Medium Term Financial Strategy 2021/22 to 2025/26  Background Documents: Various Appendices  Report to be considered in Public</p>			
	<p>CG-12-20 Joint Report of the Deputy Chief Executive People and Place and Director of Finance – Housing Revenue Account Estimates for 2021/22 to 2025/26 and Proposed Outturn for 2020/21.</p>	<p>Deputy Chief Executive – Helen Lockwood, Director of Finance – Anne Ryans</p>	<p>February 2021</p>	<p>Cabinet</p>
	<p>Description: The Housing Revenue Account (HRA) Outturn Estimates for 2020/21, the detailed budget for 2021/22 and the Strategic HRA Estimates for the four years 2022/23 to 2025/26. Document(s) to be considered in public or private: Proposed Report Title: Housing Revenue Account Estimates for 2021/22 to 2025/26 and Proposed Outturn for 2020/21  Background Documents: Various Appendices  Report to be considered in Public</p>			

**KEY DECISION DOCUMENT – COVERING DECISIONS TO BE TAKEN FROM 1 OCTOBER 2020**

Key Decision Reference	Subject Area For Decision	Led By	Decision Date	Decision Taker
FG-13-20	Statement of the Chief Financial Officer on Reserves, Robustness of Estimates and Affordability and Prudence of Capital Investments in the 2021/22 budget setting process	Director of Finance – Anne Ryans	February 2021	Cabinet
<p>Description: To consider the statement of the robustness of estimates and adequacy of the reserves in the 2021/22 budget setting process</p> <p>Document(s) to be considered in public or private: Proposed Report Title: Statement of the Chief Financial Officer on Reserves, Robustness of Estimates and Affordability and Prudence of Capital Investments in the 2021/22 budget setting process</p> <p>Background documents - Various appendices</p> <p>Report to be considered in Public</p>				
FG-14-20	Report of the Director of Finance – Capital Programme & Capital Strategy for 2021/22 to 2025/26	Director of Finance – Anne Ryans	February 2021	Cabinet
<p>Description: To consider the Council’s Capital programme and capital strategy</p> <p>Document(s) to be considered in public or private: Proposed Report Title: Report of the Director of Finance – Capital Programme &amp; Capital Strategy for 2021/22 to 2025/26</p> <p>Background Documents: Various Appendices</p> <p>Report to be considered in Public</p>				

## KEY DECISION DOCUMENT – COVERING DECISIONS TO BE TAKEN FROM 1 OCTOBER 2020

Key Decision Reference	Subject Area For Decision	Led By	Decision Date	Decision Taker
FG-17-20	Revenue Monitor and Capital Investment Programme 2020/2021 Month 5	Director of Finance – Anne Ryans	October 2020	Cabinet
Description: The report provides an update on the Council's 2020/2021 forecast revenue budget position and the financial position of the capital programme as at Month 5. Document(s) to be considered in public or private: Report to be considered in public.				
FG-18-20	Revenue Monitor and Capital Investment Programme 2020/2021 Month 6	Director of Finance – Anne Ryans	November 2020	Cabinet
Description: The report provides an update on the Council's 2020/2021 forecast revenue budget position and the financial position of the capital programme as at Month 6 Document(s) to be considered in public or private: The report will be considered in public.				
FG-19-20	Revenue Monitor and Capital Investment Programme 2020/2021 Month 7	Director of Finance – Anne Ryans	December 2020	Cabinet
Description: The report provides an update on the Council's 2020/2021 forecast revenue budget position and the financial position of the capital programme as at Month 7 Document(s) to be considered in public or private: The report will be considered in public.				
FG-20-20	Revenue Monitor and Capital Investment Programme 2020/2021 Month 8	Director of Finance – Anne Ryans	February 2021	Cabinet
Description: The report provides an update on the Council's 2020/2021 forecast revenue budget position and the financial position of the capital programme as at Month 8. Document(s) to be considered in public or private: The report is to be considered in public.				

**KEY DECISION DOCUMENT – COVERING DECISIONS TO BE TAKEN FROM 1 OCTOBER 2020**

<b>Key Decision Reference</b>	<b>Subject Area For Decision</b>	<b>Led By</b>	<b>Decision Date</b>	<b>Decision Taker</b>
FG-21-20	Revenue Monitor and Capital Investment Programme 2020/2021 Month 9	Director of Finance – Anne Ryans	March 2021	Cabinet
Description: The report provides an update on the Council's 2020/2021 forecast revenue budget position and the financial position of the capital programme as at Month 9. Document(s) to be considered in public or private: The report is to be considered in public.				
FG-24-20	Enforcement Service Provision	Director of Finance – Anne Ryans	October 2020	Cabinet Member - Finance and Green (Deputy Leader - Councillor Abdul Jabbar)
Description: Procurement of enforcement services to support the collection of Council Tax and Business Rates Document(s) to be considered in public or private: Delegate Cabinet Member Decision 18.9.2020 Enforcement Services Provision  Private - contains information relating to the financial or business affairs of any particular person including the Council				
FG-25-20 <b>New!</b>	Report of the Director of Finance – Finance Update – 2020/21	Director of Finance – Anne Ryans	October 2020	Cabinet
Description: To provide an update on the financial position of the Council including new and revised grants received (including those specifically issued to offset Covid-19 pressures) since the budget was set on 26 February 2020. Document(s) to be considered in public or private: Proposed Report Title: Report of the Director of Finance – Finance Update – 2020/21 Background documents: Various Appendices Report to be considered in Public				

## KEY DECISION DOCUMENT – COVERING DECISIONS TO BE TAKEN FROM 1 OCTOBER 2020

Key Decision Reference	Subject Area For Decision	Led By	Decision Date	Decision Taker
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### COVID 19 Response Portfolio - None

### Commissioning Partnership Board

Page 146	CPB-08-20	Proposed Use of the Transformation Fund 2020 2021	Chief Executive/Accountable Officer NHS Oldham CCG	October 2020	Commissioning Partnership Board
	<p>Description: The use of the Greater Manchester and Social Care Partnerships Transformation Fund 2020/2021.                      Document(s) to be considered in public or private: Report to be in private as it relates to the financial and business affairs of the Council and its partners</p>				
	CPB-07-20	Mental Health Investment Plan	Strategic Director of Commissioning / Chief Operating Officer - Mike Barker	October 2020	Commissioning Partnership Board
<p>Description: The outline Mental Health Investment Plan for 2020/2021 and delivery of NHS long term plan requirements.                      Document(s) to be considered in public or private: Report will be considered in private as it relates to the financial and business interests of the Council and its partners.</p>					

## KEY DECISION DOCUMENT – COVERING DECISIONS TO BE TAKEN FROM 1 OCTOBER 2020

Key Decision Reference	Subject Area For Decision	Led By	Decision Date	Decision Taker
CPB-06-20	Section 75 Agreement	Chief Executive/Accountable Officer NHS Oldham CCG	October 2020	Commissioning Partnership Board
Description: To provide notification of decisions to be taken by the Commissioning Partnership Board Document(s) to be considered in public or private: Reports to be considered in private due to commercial sensitivity and details related to financial and business affairs of the Council, its partners and service providers				
CPB-11-20	S.75 Budget Monitoring Report Month 6	Director of Finance – Anne Ryans	November 2020	Commissioning Partnership Board
Description: The report will provide an update on the financial position. Document(s) to be considered in public or private: The documents will be considered in public.				
CPB-12-20	S.75 Budget Monitoring Report Month 8	Director of Finance – Anne Ryans	February 2021	Commissioning Partnership Board
Description: The report will provided an update on the financial position. Document(s) to be considered in public or private: The documents will be considered in public.				
CPB-13-20	S.75 Budget Monitoring Report Month 9	Director of Finance – Anne Ryans	March 2021	Commissioning Partnership Board
Description: The report will provide an update on the financial position. Document(s) to be considered in public or private: The documents will be considered in public.				

Greater Manchester's Plan for Homes, Jobs and the Environment (GMSF)

## KEY DECISION DOCUMENT – COVERING DECISIONS TO BE TAKEN FROM 1 OCTOBER 2020

Key Decision Reference	Subject Area For Decision	Led By	Decision Date	Decision Taker
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### Key:

**New!** - indicates an item that has been added this month

### Notes:

1. The procedure for requesting details of documents listed to be submitted to decision takers for consideration is to contact the Contact Officer contained within the Key Decision Sheet for that item. The contact address for documents is Oldham Council, Civic Centre, West Street, Oldham, OL1 1UH. Other documents relevant to those matters may be submitted to the decision maker.
2. Where on a Key Decision Sheet the Decision Taker is Cabinet, the list of its Members are as follows: Councillors Sean Fielding, Arooj Shah, Abdul Jabbar MBE, Amanda Chadderton, Shaid Mushtaq, Zahid Chauhan, Barbara Brownridge, Eddie Moores and Hannah Roberts.
3. Full Key Decision details (including documents to be submitted to the decision maker for consideration, specific contact officer details and notification on if a report is likely to be considered in private) can be found via the online published plan at: <http://committees.oldham.gov.uk/mgListPlans.aspx?RPId=144&RD=0>



## **Report to PERFORMANCE AND VALUE FOR MONEY SELECT COMMITTEE**

# **Performance and Value for Money Select Committee Work Programme**

### **Portfolio Holder:**

Councillor Riaz Ahmad, Chair of the Performance and Value for Money Select Committee

**Report Author:** Lori Hughes, Constitutional Services Officer  
**Ext. 4716**

**1<sup>st</sup> October 2020**

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### **Purpose of the Report**

For the Performance and Value for Money Select Committee to review the Select Committee's Work Programme.

### **Executive Summary**

The Work Programme is designed to outline the areas the Select Committee will be provided an overview during the 2020/21 Municipal Year as well as issues to be scrutinised. The work programme covers the issues to be discussed at each meeting, issues and actions arising from the meeting and outstanding issues.

Due to the Covid-19 pandemic, several reports that were on the work programme in the municipal year have had to be delayed. These will be monitored by the Head of Corporate Governance and Constitutional Services and be placed on the work programme following discussion with the Chair as they become available.

### **Recommendations**

The Performance and Value for Money Select Committee is asked to note and comment on the Select Committee's Work Programme.



**PVFM SELECT COMMITTEE WORK PROGRAMME 2020-2021 AND PERFORMANCE MONITORING PLAN**

**PART A – MEETING PROGRAMME**

<b>MEETING DATE &amp; VENUE</b>	<b>AGENDA ITEM</b>	<b>SUMMARY OF ISSUE</b>	<b>CABINET PORTFOLIO (link to Corporate Outcome)</b>	<b>RESOLUTION / RECOMMENDATION</b>	<b>Comments</b>
<b>Thursday, 25 June 2020 6.00 p.m.</b>  <b>Deadline for reports: 15 June 2020</b>	Financial Outturn for 2019/20	Financial Monitoring	Finance and Green (Thriving Communities)	<b>RESOLVED</b> that the Council's financial position for the financial year 2019/20 be noted.	
Page 151	Quarter 4 Performance Report	Performance Update	Economy & Skills (Co-operative Services)	<b>RESOLVED</b> that the report be noted.	
	Overview and Scrutiny Annual Report for 2019/20	Review of Work Undertaken	All	<b>RESOLVED</b> that the Overview and Scrutiny Annual Report for 2019/20 be commended to Full Council.	
	Creating a Better Place	Review Principles	Economy & Skills (Thriving Communities)	<b>RESOLVED</b> that the proposed review of Creating a Better Place and the review principles be noted.	
<b>Thursday, 27 August 2020 6.00 p.m.</b>  <b>Deadline for reports: 17 Aug 2020</b>	Delivery of Additional School Places and Admissions	To include medium and long-term planning	Education	<b>RESOLVED that:</b> 1. The update on the Delivery of School Places and Admissions be noted. 2. The PVFM Select Committee received an update in 12 months' time.	

	Financial Resilience of Local Authorities And Revenue Monitor and Capital Investment Programme 2020/21 Month 3	Financial Monitoring	Finance & Green	<b>RESOLVED</b> that the Select Committee note the financial position of the Council as outlined in the report and the information provided.	
	Unity Partnership	Performance Report	Finance and Green	<b>RESOLVED</b> that the Unity Partnership Limited End of Year Reports including the summary of performance be noted.	
Page 152	SEND	Performance Plan and progress against the Written Statement of Action (WSOA)	Children and Young People (Co-operative Services)	<b>RESOLVED that:</b> 1. The Local Partnership be commended for the significant improvement in the timeliness identified in the national data and the ongoing improvements to quality and consistency of EHC plans being delivered and quality assured through effective partnership. 2. An update report be provided to the PVFM Select Committee in February 2021 on the revisions made to the APP and progress made to address the two areas of the original written statement of action not signed off in the revisit letter.	
<b>Thursday, 1 October 2020, 6.00 p.m.</b>  <b>Deadline for reports: 21</b>	Quarter 1 Performance Report	Performance	Economy & Skills (Cooperative Services)		

<b>September 2020</b>					
	Revenue Monitor and Capital Investment Programme 2020/21 Month 4	Budget Monitoring	Finance and Green		
Page 153	Improving Attendance and Health and Wellbeing	Progress Report on Sickness Absence and Fit for Oldham Programme (and to include previous year's figures) The Sickness absence report to include reported number of resignations which related to the reasons for resignation, the length of service before resignation and the costs of training and development of such staff be considered alongside the submission of the programmed report on sickness absence as discussed on 25 June 2020.	HR and Corporate Reform (Thriving Communities)		
<b>Thursday, 12 November 2020 6.00 p.m.</b>  <b>Deadline for Reports: 2 Nov 2020</b>	Administration Budget Proposals		Finance and Green (Cooperative Services)		
	Local Government Ombudsman	Annual Review of Performance	Finance & Green		
	Highways Capital Programme		Neighbourhoods & Culture		

	Creating a Better Place	Delivery	Economy & Skills		
	Revenue Monitor and Capital Investment Programme 2020/21 Month 5	Budget Monitoring	Finance and Green		
	Repeat Referrals in Children's Social Care	Performance Issue	Children and Young People		
	Regional Adoption Agency	Review of Performance and Finance	Children and Young People		
<b>Tuesday, 24 November 2020 6.00 p.m.</b> <b>Deadline for Reports: 13 November 2020</b>	Opposition Budget Proposals		Finance and Green (Cooperative Services)		
<b>Thursday, 17 December 2020 6.00 p.m.</b> <b>Deadline for Reports: 7 December 2020</b>	Housing Strategy	Update report on delivery of the strategy and Brownfield Sites <ul style="list-style-type: none"> <li>• Provision against demand</li> <li>• Affordable Housing</li> <li>• Land retention</li> <li>• Performance of External Providers</li> </ul>	Housing (Thriving Communities)		Requested by PVFM January 2020
	Medium Term Property Strategy	Update on the strategy including actions and approach to meet objectives	Economy and Skills (Cooperative Services)		Requested by PVFM January 2020

	Planning	<ul style="list-style-type: none"> <li>Major applications response times</li> <li>Minor application response rates</li> </ul>	Housing		
	Revenue Monitor and Capital Investment Programme 2020/21 Month 6	Budget Monitoring	Finance and Green		
<b>Tuesday, 19 January 2021</b> <b>6.00 p.m.</b>  <b>Deadline for Reports: 8 January 2021</b>	Administration Budget Proposals		Finance and Green (Cooperative Services)		
Page 155	Revenue Monitor and Capital Investment Programme 2020/21 Month 7	Budget Monitoring	Finance and Green		
<b>Tuesday, 2 February 2021</b> <b>6.00 p.m.</b>  <b>Deadline for Reports: 25 January 2021</b>	Opposition Budget Proposals		Finance and Green (Cooperative Services)		
	Quarter 2 Performance Report		Economy & Skills (Co-operative Services)		

	MioCare	Annual Update on Financial Performance	Health and Social Care (Cooperative Services)		
	Oldham Community Leisure	Annual Performance	Health and Social Care (Thriving Communities)		
	SEND	Revisions made to the APP and progress made to address the two areas of the original written statement of action not signed off in the revisit letter	Education (Thriving Communities)		Requested by PVFM August 2020
<b>Tuesday, 11 March 2021 6.00 p.m. Deadline for Reports: 2 March 2021</b>	Quarter 3 Performance Report		Economy & Skills (Co-operative Services)		
	Secondary School Performance	Oversight of performance and to include Sixth Form College results and also to include Academy sponsors	Education		
	Revenue Monitor and Capital Investment Programme 2020/21 Month 8	Budget Monitoring	Finance and Green		
	Not in Education, Employment or Training Position (NEET/EET)	Performance and Progress Report	Education		

**PART B – ONE OFF MEETINGS AND WORKSHOPS**

Date	Title	Summary of issue	Directorate	Timescales	Notes	Outcome

**PART C – OUTSTANDING ISSUES – DATES TO BE DETERMINED**

When Discussed	Title	Summary of issue	Directorate	Timescales	Notes	Outcome
	20 Years Since Community Tensions	Lessons Learnt	People & Place			
	Academisation and Free Schools		Children's Services		(After September 2019)	
Page 157	Heritage Centre (OHAC)		People and Place			
	Primary School Performance	Oversight of Performance	Education			
	Peer Review	Action Plan	Economy & Skills			
	Ofsted – Children's Services	Update on Financial Performance and update on Improvement Plan	Children and Young People (Thriving Communities)		Update requested by the Select Committee in October 2019	
	Free Early Education Entitlements for 2, 3 and 4 Year Olds	Overview of Key Trends and Developments	Children and Young People			

**PART D – ACTIONS FROM PREVIOUS MEETINGS**

Date of Meeting	Title of Report	Directorate/Officer	Action(s)	Date Completed and Outcome
25 June 2020	Performance Report	Communities & Reform	The Sickness absence report to include reported number of	

			resignations which related to the reasons for resignation, the length of service before resignation and the costs of training and development of such staff be considered alongside the submission of the programmed report on sickness absence.	