
To: Finance, Resources and Customer Services Policy Board

On: 31 March 2021

Report by: Director of Finance and Resources

Heading: Revenue and Capital Budget Monitoring – Council Overview as at 8 January 2021

1. Summary of Financial Position

- 1.1. The projected Revenue outturn at 31 March 2021 for all services is a breakeven position.
- 1.2. The projected Capital outturn at 31 March 2021 for all services is a breakeven position against the revised budget for the year.
- 1.3. This is split between General Fund Services and the Housing Revenue Account (HRA) in the table below, with further analysis is provided in the Appendices.
- 1.4. For the financial year 2020/21, the projected outturn position is split into Core (or business as usual) and COVID-19 related variances to help readers understand the impact of the pandemic on service finances.
- 1.5. Included in the Projected Outturn relating to COVID-19, but not detailed in the service figures in the appendices is a potential under-recovery in Council Tax income of £2.0m arising from the economic impact of the pandemic. This figure represents 2-3% of budgeted council tax income in the year. It is anticipated as the full economic impact of the pandemic becomes clear, particularly in relation to increased levels of unemployment driving significant increases in Council Tax reduction levels, delayed new house build completions as well as lower cash collection levels that council tax income will reduce. This forecast will continue to be kept under close review and will be updated as the year closes.

Table 1: Revenue						
Division	Revised Annual Budget £000	Projected Outturn Core £000	Projected Outturn COVID-19 £000	Total Projected Outturn £000	Budget Variance (Adv)/Fav £000	Budget Variance %
General Fund Services	453,630	447,279	5,750	453,029	601	(0.1%)
Housing Revenue Account	0	(159)	760	601	(601)	0.0%

Table 2: Capital						
Division	Revised Annual Budget £000	Projected Outturn Core £000	Projected Outturn COVID-19 £000	Total Projected Outturn £000	Budget Variance (Adv)/Fav £000	Budget Variance %
General Fund Services	53,189	53,189	0	53,189	0	0.0%
Housing Revenue Account	9,518	9,518	0	9,518	0	0.0%

2. Recommendations

Members are requested to:

- 2.1. Note the projected Revenue outturn position detailed in Table 1 above, considering that the forecast position is based on best estimates and confirmed government support at this point in time. The forecasts do not as yet incorporate the potential costs associated with Council support to the mass vaccination programme, therefore forecasts are likely to be subject to considerable fluctuation as the full service implications and associated costs of the pandemic continue to evolve; and
- 2.2. Note the projected Capital outturn position detailed in Table 2 above.

3. Revenue Monitoring

- 3.1. The Revenue Budget Monitoring report at Appendix 1 identifies a projected annual underspend of £1.993m (0.4% of total budget) for all Services. Details for all services can be also be found here, along with an explanation of significant projected variances.
- 3.2. The projected outturn is based on information currently available and assumptions made by service budget holders. Any changes to these projections will be detailed in future reports to this Board. It is further anticipated that a report to Council in March will outline in further detail the financial position at that point, along with proposed actions the Council will require to undertake to address the unprecedented financial challenges it faces in the current and future years.

- 3.3. The main reasons for the projected outturn position are indicated in the appendix showing both the subjective analysis (what the budget is spent on) and the objective analysis (which division is spending the budget).
- 3.4. The most significant areas to bring to member's attention relate to the projected impact of the COVID19 on both Renfrewshire Leisure and the HSCP.
- RL remain heavily impacted by the national and local restrictions implemented by the Scottish Government in response to the COVID crisis. It is anticipated that over the remainder of 2020/21 RL will continue to experience operational restrictions with resulting reduced revenue generation. It is forecast that over the course of 2020/21 the Council could be required to provide RL with up to an additional £1.5m of financial support and this is reflected within the reported figures. RL continues to try and mitigate this position.
 - Within adult services managed by Renfrewshire HSCP, the service has been required to take unprecedented measures in response to the coronavirus pandemic, including substantial levels of support to external care providers in order to ensure their ongoing financial sustainability. As at period 10, the service estimates that costs of £8.2m will be incurred specifically in relation to COVID-19 by the end of the financial year, with approximately £6.2m of this cost being related to financial sustainability payments to private adult and elderly care providers. The Scottish Government has provided confirmation that all reasonable additional costs associated specifically with the crisis will be fully funded and funding is flowing to HSCP's on this basis. In this context, additional costs specifically relating to the COVID response is not therefore included within this report on the clear expectation of these costs being funded directly by the Scottish Government. Outwith COVID19 specific costs, the service is forecasting a £2.83m underspend on core service provision primarily due to vacancies across a range of service areas. The outturn year end underspend will be incorporated into IJB reserves and this forecasted year end position has been taken into account in the agreed budget arrangements for 2021/22 operating between the Council and the HSCP.

4. Capital Monitoring

- 4.1. The General Services Capital Investment Programme 2020/21 to 2024/25 was approved by the Council on 9 March 2020. For General Fund Services the approved capital spend for 2020/21 is £53.189m.

- 4.2. The Capital Monitoring report at Appendix 2 indicates a projected breakeven position in the approved capital programme for General Fund Services for the year.
- 4.3. The HRA Capital Investment Programme 2020/21 to 2024/25 was approved by the Council on 9 March 2020. For the HRA the approved capital spend for 2020/21 is £9.518m.
- 4.4. The Capital Monitoring report at Appendix 3 indicates a breakeven position in the approved capital programme for the HRA for the year.
- 4.5. Further detail, including reasons for significant variances, can be found at Appendix 3.

5. Capital Overview

- 5.1. The Council must determine and keep under review the maximum amount which it can afford to allocate to capital expenditure. In addition, the Council must also keep under review its Capital Financing Requirement (CFR) i.e. the level of resources that are used to fund capital expenditure over the longer term (rather than at point of spend). It is also the duty of the Council to have regard to the Prudential Code in setting its capital expenditure limit and its capital expenditure requirement.
- 5.2. The limit on capital expenditure which the Council has set for 2020/21 is shown in the table overleaf. The limit is based on the resources available to fund the capital programmes, split between Housing and Non-Housing Services, but excludes PSHG as this is not considered to be capital spend.

	Approved Plan £m	Forecast Expenditure £m
Non-Housing	95.186	53.189
Housing	30.215	9.518
Total	125.401	62.707

- 5.3. The CFR which the Council has set for 2020/21 is shown in the table below, and is split between Housing and Non-Housing Services. In addition, the projected out-turn at 31 March 2021 is also shown. Any significant increase in the capital expenditure limit which is not funded at point of spend will result in an increase in the CFR.

	Approved CFR to 31 March 2021 £m	Projected CFR to 31 March 2021 £m
Non-Housing	277	266
Housing	115	112
Total	392	378

6. Housing Services Programme

- 6.1. The programme approved by Council on 9 March 2020 totalled £30.215m. The programme currently stands at £9.518m, a reduction of £20.697m resulting from the net effect of budget brought forward from 2019/20 of £2.950m and projects re-profiled from 2020/21 to 2021/22 of £23.647m. The projects re-profiled into 2021/22 mainly relate to external improvements to existing properties and new build projects delayed by the COVID-19 pandemic.
- 6.2. Capital expenditure to 8 January 2021 totals £4.519m and represents 47% of the available resources and compares with 80% for the equivalent time in 2019/20. The difference is due to the lack of activity in the first quarter of the financial year and the delays to start dates of Council House New Build to the later part of 2020/21 as a result of the Covid -19 pandemic.
- 6.3. Capital income totalling £0.699m has been received to 8 January 2021. This represents 100% of the total anticipated income and compares with 97% for the equivalent period in 2019/20.
- 6.4. The projected outturn position, after the budget changes, is for the Housing Services Programme to break even. However, inflationary impacts of delay to work and estimates of costs complying with new guidelines, such as social distancing sites, are still ongoing and may result in this being revised at a future date.

7. Non-Housing Services Programme

- 7.1. The programme approved by Council on 9 March 2020 totalled £95.186m. The current programme totals £53.189m, a decrease of £41.997m resulting from the net effect of budget increases of £4.263m, mainly from increases to Town Centre Capital Fund and Strathclyde Passenger Transport grant. Net budget brought forward to 2019/20 from 2020/21 of £0.814m and projects re-profiled from 2020/21 to 2021/22 of £45.446m. The projects re-profiled into 2021/22 centre around City Deal and the Paisley Town Centre and Infrastructure Projects due to delays caused by COVID-19 restrictions.
- 7.2. Capital expenditure to 8 January 2021 totals £29.566m and represents 56% of the available resources and compares with 64% for the equivalent time in 2019/20.

- 7.3. Capital income totalling £23.034m has been received to 8th January 2021. This represents 69% of the total anticipated income and compares with 82% for the equivalent period in 2019/20. The difference is due to cash flow differences in the timing of receipt of capital grants.
- 7.4. The projected out-turn position, after the budget changes, is for a breakeven position. However, as in 6.4, the full impact of the COVID-19 on capital costs has not been determined with increased costs through inflation and compliance expected to increase the risk of overspends within the capital programme.

8. Private Sector Housing Grant Programme

- 8.1. The overall budget provision for this programme is included within the revenue budget. However, in order to monitor the performance of the individual programmes, it is included within the capital budget monitoring procedures.
- 8.2. The Council approved expenditure up to £2.050m for 2020/21. The programme currently stands at £0.913m, a decrease of £1.137m as result of projects re-profiled into 2020/21 due to the expected cash flow timing of grant payments to private owners.
- 8.3. The programme is expected to spend by 31 March 2021, and expenditure will be contained within the overall resources.

Implications of this report

1. **Financial** – The projected budget outturn position for General Fund Services Revenue budget is an underspend of £0.601m and for the HRA Revenue budget is an overspend of £0.601m. Income and expenditure will continue to be monitored closely for the rest of the financial year and, where necessary, steps will be taken to mitigate any overspend.

The projected outturn position for General Fund Services Capital budget is breakeven and for the HRA Capital budget is breakeven. The Capital programme will continue to be monitored closely for the rest of the financial year and, where necessary, steps will be taken to mitigate any overspend.

Any changes to current projections in either Revenue or Capital budgets will be reported to the board as early as possible, along with an explanation for the movement.

2. **HR and Organisational Development**
None directly arising from this report.

3. **Community/Council Planning**
None directly arising from this report.
 4. **Legal**
None directly arising from this report.
 5. **Property/Assets**
None directly arising from this report.
 6. **Information Technology**
None directly arising from this report.
 7. **Equality and Human Rights**
The recommendations contained within this report have been assessed in relation to their impact on equalities and human rights. No negative impacts on equality groups or potential for infringement of individuals' human rights have been identified arising from the recommendations contained in the report because for example it is for noting only. If required following implementation, the actual impact of the recommendations and the mitigating actions will be reviewed and monitored, and the results of the assessment will be published on the Council's website.
 8. **Health and Safety**
None directly arising from this report.
 9. **Procurement**
None directly arising from this report.
 10. **Risk**
The potential risk that the Council will overspend its approved budgets for the year will be managed at a Council-wide level by the Chief Executive and Directors.
 11. **Privacy Impact**
None directly arising from this report.
 12. **Cosla Policy Position**
N/a.
 13. **Climate Risk**
None directly arising from this report.
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List of Background Papers

Revenue Budget and Council Tax Policy Board report. Council 9th March 2020

Non-housing Capital Investment Programme, Prudential Framework and Treasury Management Strategy, and Capital Strategy 2020/21 – 2024/25. Council, 9th March 2020.

A Prudential Framework for Capital Finance – Progress Report. Council, 17th December 2020

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RENFREWSHIRE COUNCIL
REVENUE BUDGET MONITORING STATEMENT 2020/21
1st April 2020 to 8th January 2021

POLICY BOARD : FINANCE, RESOURCES & CUSTOMER SERVICES - OVERVIEW

Policy Board	Revised Annual Budget at Period 8	New Budget Adjustments	Revised Annual Budget	Projected Outturn Core Business	Projected Outturn COVID-19	Total Projected Outturn	Budget Variance (Adverse) or Favourable		Previous Projected Outturn Variance	Movement
	£000	£000	£000	£000	£000	£000	£000	%	£000	£000
Communities, Housing and Planning Services	13,113	299	13,412	13,178	930	14,108	(696)	(5.2%)	(689)	(7)
Education and Children's Services	216,677	(1,676)	215,001	212,653	2,483	215,135	(134)	(0.1%)	(1,416)	1,282
Infrastructure, Land and Environment	31,089	0	31,089	30,997	2,790	33,787	(2,698)	(8.7%)	(2,808)	111
Finance, Resources and Customer Services	98,265	1,965	100,230	98,978	(2,999)	95,979	4,251	4.2%	4,589	(338)
Adult Services	72,259	0	72,259	69,429	0	69,429	2,830	3.9%	1,971	859
Chief Executive's Service	21,304	(80)	21,224	21,629	555	22,184	(960)	(4.5%)	(2,050)	1,090
Communities, Housing & Planning Services (Paisley Legacy)	415	0	415	415	0	415	0	0.0%	0	0
GENERAL SERVICES NET EXPENDITURE	453,122	508	453,630	447,279	3,759	451,037	2,594	0.6%	(404)	2,998
Housing Revenue Account (HRA)	0	0	0	(159)	760	601	(601)	0.0%	(342)	(259)
NET EXPENDITURE	453,122	508	453,630	447,120	4,519	451,638	1,993	0.4%	(746)	2,739

Policy Board	Key Reasons for Significant Projected Variance
Communities, Housing and Planning Services	<p>The projected year end overspend is £0.696m. Planning and Housing is projecting overspend by £570k and this is entirely due to additional costs due to COVID. These additional costs relate to staff overtime to keep critical services within Homeless functions in operation. Supplies and services are also projected to overspend re additional bed and breakfast/ short stay facilities required to house Homeless people and meet service demands and responsibilities. Building Standard fees are now, at period 10 projected to under-recover due to a reduction in customer requests for warrants etc this financial year. Public Protection is projecting a year end overspend of £125k and this is after incurring £353k of COVID related expenditure and income under-recoveries for services such as community learning and pest control. The overspends due to Covid is being partially offset by underspends in employee costs due to vacancies and underspends in property maintenance/cleaning costs.</p>
Education and Children's Services	<p>The projected year-end overspend is £0.134m; this is due to an overspend in primary school staffing, due to retention of temporary teachers and provision of childcare hubs during lockdown period, additional property costs and PPE costs.; and Secondary School overspend in staffing, partly due to retention of temporary teachers and additional property costs. Projected overspends within Children and Families lie mainly in Residential Schools due to placements being greater than budgeted and higher Residential Accommodation staffing costs. The movement is due to anticipated Scottish Government funding to partially offset Covid-19 expenditure. This has been offset with an underspend in the 1140 Early Years expansion programme, due to delays in recruiting staff as a result of COVID-19.</p>
Infrastructure, Land and Environment	<p>The projected year-end overspend is £2.698m. Parking charges were suspended in March 2020, and although reintroduced in August, usage of spaces is significantly less than in previous years. Due to the pandemic it is forecast this will continue to the end of the financial year. A significant increase in household waste for both residual and recycling tonnages, results in a forecast increase in the costs of disposal. There is also a small increase due to the further lockdown measures introduced since the last report to board. In addition, there is an expected loss of income from both scrap metal and textile contracts. This is partially offset by a one-off reduction in the tonnages processed through the HWRC's due to the closure at the start of the year. Increased employee costs relating to additional cleaning but also associated with shielding, absence due to the pandemic, PPE, and adherence to social distancing measures are partially offset by management controls to reduce non-essential overtime for core service delivery. In order to adhere to social distancing measures, additional vehicle support is required for each collection vehicle, resulting in additional transport costs of approximately £0.340m for the year. There is also an under recovery of income from special uplifts and commercial waste contracts. It is forecast that these costs pressures will continue to the end for the financial year. It is now forecast that SPT will manage the current financial year without the need for additional financial support from Councils due to the pandemic. Significant adverse weather experienced since last policy board report has led to higher than anticipated costs of salt/grit usage. A one of cost pressure on materials cost and increased employee costs during response to the pandemic. Capital improvement works carried out by the service</p>

Policy Board	Key Reasons for Significant Projected Variance
	have decreased since 2019/20, and work is underway to increase efficiencies with a view to reducing projected service delivery costs.
Finance, Resources and Customer Services	The projected year-end underspend of £4.251m results largely from £10.6m of additional COVID-19 funding from the Scottish Government that has not been allocated to other services. The pressure due to the pandemic includes, a loss of income from school meals and Renfrewshire House café. Also includes food costs of the food insecurity packages delivered to residents across Renfrewshire. These are partially offset by savings in food purchases. Due to restrictions on construction work there is a loss of productivity and therefore lower income within Property Services. Other overspends relating to COVID-19 arise from loss of income within Licensing and Registration services; the projection for this has decreased since Period 8 with an upturn in licensing income. The COVID-19 projection also includes an overspend of £0.500m in Free School Meals and an under-recovery in savings of £0.850m due to the pause in R4R arising from the pandemic. An under-recovery in investment income of £0.600m is also anticipated owing to very low investment rates. £1.365m transferred from Children's Services for catering and cleaning related to the expansion of Early Learning 1140 hours.
Adult Services	The projected year-end underspend of £2.830m is predominantly due to underspends in employee costs due to vacancies and under-occupancy in care homes due to COVID-19.
Chief Executives	The projected year-end overspend of £0.960m is mainly due to supporting Renfrewshire Leisure with a revised level of requisition as a result of the net impact of income loss and increased costs incurred as a result of the closure of facilities during the lockdown period. Also this reflects the costs of studies commissioned to assist in determining the impact on the Renfrewshire economy of COVID-19 together with the cost of irrecoverable grant due to staff redeployment and the expected drawdown from earmarked reserves to fund the projected revenue costs associated with the Cultural Infrastructure Programme. This was partially offset with a net reduction in costs from the cancellation of the Renfrewshire Council events programme for 2020 and the net effect of a reduction in employee costs due to staff turnover and staff on parenting leave, which will assist in funding an element of the costs incurred in responding to the COVID-19 pandemic.
Housing Revenue Account (HRA)	The projected year end overspend is £0.601m and this is after incurring HRA related COVID costs/loss of income amounting to £0.760m. The HRA is utilising in year underspends in employee costs due to vacancies and underspends in transport costs/staff mileage to partially mitigate the additional COVID costs. Projected expenditure on payments to Building Services and other contractors for maintenance works are updated on a four weekly basis and have also been adjusted to reflect their capacity to undertake works until the end of the financial year. A recent review undertaken in relation to the projected income to be received at the year by the HRA from bank interest indicates that there will be an under-recovery of £0.121m at the year end. This is due to lower bank interest rates and lower cash balances being deposited.

RENFREWSHIRE COUNCIL
REVENUE BUDGET MONITORING STATEMENT 2020/21
1st April 2020 to 8th January 2021

POLICY BOARD : FINANCE, RESOURCES & CUSTOMER SERVICES - OVERVIEW

Subjective Summary	Revised Annual Budget at Period 8	New Budget Adjustments	Revised Annual Budget	Projected Outturn Core Business	Projected Outturn COVID-19	Total Projected Outturn	Budget Variance (Adverse) or Favourable		Previous Projected Outturn Variance	Movement
	£000	£000	£000	£000	£000	£000	£000	%	£000	£000
Employees	314,229	1,448	315,677	305,590	3,868	309,458	6,220	2.0%	1,295	4,925
Premises Related	36,581	(153)	36,428	37,586	850	38,436	(2,008)	(5.5%)	(1,221)	(787)
Transport Related	12,344	(1)	12,343	12,226	327	12,552	(209)	(1.7%)	(521)	312
Supplies and Services	90,060	(847)	89,213	86,818	(5,362)	81,456	7,757	8.7%	3,924	3,832
Third Party Payments	81,903	24	81,927	79,761	1,186	80,947	980	1.2%	74	907
Transfer Payments	89,155	(9,936)	79,219	79,529	150	79,679	(460)	(0.6%)	9,807	(10,267)
Support Services	7,009	5	7,014	6,452	0	6,452	562	8.0%	(267)	829
Depreciation and Impairment Losses	34,995	83	35,078	34,993	0	34,993	85	0.2%	1	84
GROSS EXPENDITURE	666,276	(9,377)	656,899	642,955	1,019	643,973	12,926	2.0%	13,092	(166)
Income	(213,154)	9,885	(203,269)	(195,836)	3,500	(192,336)	(10,933)	(5.4%)	(13,838)	2,905
NET EXPENDITURE	453,122	508	453,630	447,120	4,519	451,638	1,993	0.4%	(746)	2,739

RENFREWSHIRE COUNCIL
CAPITAL INVESTMENT STRATEGY - NON-HOUSING SERVICES
1st April to 8th January 2021
POLICY BOARD: FINANCE, RESOURCES & CUSTOMER SERVICES

		Current Year 2020-21						Full Programme - All years			
	Prior Years Expenditure to 31/03/2020*	Approved Budget 2020-21	Budget Adjustments in 2020-21	Revised Budget 2020-21	Projected Outturn 2020-21	Budget Variance (Adverse) or Favourable		Total Approved Budget to 31-Mar-25 £000	Projected Outturn to 31-Mar-25 £000	Budget Variance (Adverse) or Favourable	
	£000	£000	£000	£000	£000						
EDUCATION & CHILDREN'S SERVICES											
Education & Children's Services	63,799	13,727	(3,128)	10,599	10,599	0	0%	134,318	133,944	374	0%
TOTAL	63,799	13,727	(3,128)	10,599	10,599	0	0%	134,318	133,944	374	0%
COMMUNITIES, HOUSING & PLANNING											
Housing(HRA)	25,333	30,215	(20,697)	9,518	9,518	0	0%	121,205	121,205	0	0%
Housing(PSHG)	0	2,050	(1,137)	913	913	0	0%	2,263	2,263	0	0%
Development & Housing	0	65	0	65	65	0	0%	135	135	0	0%
TOTAL	25,333	32,330	(21,834)	10,496	10,496	0	0%	123,603	123,603	0	0%
INFRASTRUCTURE, LAND & ENVIRONMENT											
Environment & Infrastructure	12,838	12,452	1,327	13,779	13,779	0	0%	52,194	52,194	0	0%
TOTAL	12,838	12,452	1,327	13,779	13,779	0	0%	52,194	52,194	0	0%
FINANCE, RESOURCES & CUSTOMER SERVICES											
Corporate Projects	702	9,382	(3,639)	5,743	5,743	0	0%	17,014	17,014	0	0%
TOTAL	702	9,382	(3,639)	5,743	5,743	0	0%	17,014	17,014	0	0%
LEADERSHIP											
Leisure Services	55,849	1,095	0	1,095	1,095	0	0%	59,837	59,837	0	0%
Chief Executives	51,386	58,465	(36,557)	21,908	21,908	0	0%	341,087	341,087	0	0%
TOTAL	107,235	59,560	(36,557)	23,003	23,003	0	0%	400,924	400,924	0	0%
TOTAL ALL BOARDS	209,907	127,451	(63,831)	63,620	63,620	0	0%	728,053	727,679	374	0%
MADE UP OF :-											
Non-Housing Programme	184,574	95,186	(41,997)	53,189	53,189	0	0%	604,585	604,211	374	0%
Housing Programme(HRA)	25,333	30,215	(20,697)	9,518	9,518	0	0%	121,205	121,205	0	0%
Housing Programme(PSHG)	0	2,050	(1,137)	913	913	0	0%	2,263	2,263	0	0%
PROGRAMME TOTAL	209,907	127,451	(63,831)	63,620	63,620	0	0.0%	728,053	727,679	374	0%

RENFREWSHIRE COUNCIL
2020/21 CAPITAL BUDGETS MONITORING SUMMARY REPORT TO 8 JANUARY 2021

		2020/21							
		Housing Services		Non Housing Services		PSHG Programme		Total	
A. RESOURCES AVAILABLE TO FUND CAPITAL PROGRAMME		£'000		£'000		£'000		£'000	
1.	Prudential Borrowing	8,819		16,650				25,469	
2a	General Capital Grant			11,545		500		12,045	
2b.	Specific Capital Grant	699		8,713				9,412	
3.	Usable Capital Receipts	0		13,348				13,348	
4.	Contribution From Current Revenue (CFCR)	0		2,994		413		3,407	
5	Total Resource Availability	9,518		53,250		913		63,681	
B. CAPITAL PROGRAMME									
6.	Resources Available	9,518		53,250		913		63,681	
7.	Current Programme	9,518 100%		53,189 100%		913 100%		63,620 100%	
C. ACTUAL EXPENDITURE VS PROJECTED									
8.	Resource Availability	9,518		53,250		913		63,681	
9.	Cash Spent at 8 January 2021	4,519 47%		29,566 56%		466 51%		34,551 54%	
10.	Cash to be Spent by 31 March 2021	4,999		23,684		447		29,130	
D. ACTUAL RECEIPTS VS PROJECTED									
11.	Current Programme (total receipts expected)	699		33,606		500		34,805	
12.	Actual Cash Received at 8 January 2021	699 100%		23,034 69%		334 67%		24,067 69%	
13.	Receipts to be received by 31 March 2021	0		10,572		166		10,738	