

Public Document Pack



Cherwell

DISTRICT COUNCIL
NORTH OXFORDSHIRE

Committee: Budget Planning Committee

Date: Tuesday 18 August 2020

Time: 6.30 pm

Venue: Virtual meeting

Membership

Councillor Nicholas Mawer (Chairman)
Councillor Nathan Bignell
Councillor Conrad Copeland
Councillor Andrew McHugh
Councillor Douglas Webb
Councillor Lucinda Wing

Councillor Carmen Griffiths (Vice-Chairman)
Councillor Phil Chapman
Councillor David Hughes
Councillor Barry Richards
Councillor Fraser Webster
Councillor Sean Woodcock

AGENDA

1. Apologies for Absence and Notification of Substitute Members

2. Declarations of Interest

Members are asked to declare any interest and the nature of that interest which they may have in any of the items under consideration at this meeting.

3. Minutes (Pages 5 - 8)

To confirm as a correct record the minutes of the meeting held on 21 July 2020.

4. Chairman's Announcements

To receive communications from the Chairman.

5. Urgent Business

The Chairman to advise whether they have agreed to any item of urgent business being admitted to the agenda.

6. Revised Budget 2020/21 (Pages 9 - 12)

*** Please note that the appendix to this report will follow as it is being reviewed and finalised ***

Report of Director of Finance

Purpose of report

To give Budget Planning Committee the opportunity to consider the Revised Budget 2020/21 and the proposed in-year savings proposals

Recommendations

The meeting is recommended to:

- 1.1 Provide feedback to the Executive on the 2020/21 in-year savings proposals.

Information about this Meeting

Apologies for Absence

Apologies for absence should be notified to

democracy@cherwellandsouthnorthants.gov.uk or 01295 221953 prior to the start of the meeting.

Declarations of Interest

Members are asked to declare interests at item 2 on the agenda or if arriving after the start of the meeting, at the start of the relevant agenda item.

Local Government and Finance Act 1992 – Budget Setting, Contracts & Supplementary Estimates

Members are reminded that any member who is two months in arrears with Council Tax must declare the fact and may speak but not vote on any decision which involves budget setting, extending or agreeing contracts or incurring expenditure not provided for in the agreed budget for a given year and could affect calculations on the level of Council Tax.

Access to Meetings

If you have any special requirements (such as a large print version of these papers or special access facilities) please contact the officer named below, giving as much notice as possible before the meeting.

Mobile Phones

Please ensure that any device is switched to silent operation or switched off.

Queries Regarding this Agenda

Please contact Emma Faulkner, Democratic and Elections
democracy@cherwellandsouthnorthants.gov.uk, 01295 221953

Yvonne Rees
Chief Executive

Published on Monday 10 August 2020

Cherwell District Council

Budget Planning Committee

Minutes of a meeting of the Budget Planning Committee held as a Virtual meeting, on 21 July 2020 at 6.00 pm

Present: Councillor Nicholas Mawer (Chairman)
Councillor Carmen Griffiths (Vice-Chairman)
Councillor Nathan Bignell
Councillor Phil Chapman
Councillor Conrad Copeland
Councillor Andrew McHugh
Councillor Barry Richards
Councillor Douglas Webb
Councillor Fraser Webster
Councillor Lucinda Wing
Councillor Sean Woodcock

Also Present: Councillor Tony Ilott - Lead Member for Financial Management and Governance
Councillor Barry Wood – Leader of the Council

Apologies for absence: Councillor David Hughes

Officers: Steve Jorden, Corporate Director Commercial Development, Assets & Investment & (Interim) Monitoring Officer
Lorna Baxter, Director of Finance & Section 151 Officer
Michael Furness, Assistant Director Finance
Dominic Oakeshott, Assistant Director (Interim) - Finance
Belinda Green, Operations Director - CSN Resources
Tracey Holland, Team Leader - Systems, Performance and Subsidy (CSN)
Natasha Clark, Governance and Elections Manager
Emma Faulkner, Democratic and Elections Officer

1 **Declarations of Interest**

There were no declarations of interest.

2 **Minutes**

The Minutes of the meeting of the Committee held on 28 January 2020 were confirmed as a correct record, to be signed by the Chairman in due course.

3 **Chairman's Announcements**

The Chairman reminded the Committee of the all Member briefing taking place after the meeting.

4 **Urgent Business**

There were no items of urgent business.

5 **Council Tax Reduction Scheme 2021-2022**

The Committee considered a report from the Operations Director CSN Resources regarding the Council Tax Reduction Scheme for 2021-2022.

The Operations Director explained that the current scheme was based on a banding system, with support varying dependent on the level of household income. The Council could choose to retain the existing scheme, increase or decrease the level of support provided. If any changes were proposed, a consultation period would need to be held.

In response to questions from the Committee the Operations Director confirmed that a fund had been set up for the 2020-2021 financial year to help households who may need additional support following a reduction in benefit, but no applications for assistance had been made to date.

With regard to possible savings to the Council if the level of support the scheme provided was reduced, the Operations Director explained that the cost of officer time and carrying out a consultation exercise would need to be factored in against any savings.

It was proposed by Councillor Sean Woodcock and seconded by Councillor Barry Richards that Option 1 – Retain the current banded scheme with only minor changes to government uprating figures – be recommended to Executive as the Council Tax Scheme for 2021-2022.

Resolved

- (1) That the report and financial implications for the Council be noted
- (2) That Option 1 – Retain the current banded scheme with only minor changes to government uprating figures – be recommended to Executive as the Council Tax Scheme for 2021-2022
- (3) That no consultation take place, due to the recommendation to retain the current scheme

6 **Review of Committee Work Plan**

The Chairman advised the Committee that an additional meeting was required, and following discussion with officers it had been scheduled for 18 August 2020.

Resolved

- (1) That an additional meeting be scheduled for 18 August 2020

The meeting ended at 6.25 pm

Chairman:

Date:

This page is intentionally left blank

Cherwell District Council

Budget Planning Committee

18 August 202

Revised Budget 2020/21

Report of Director of Finance

This report is public

Purpose of report

To give Budget Planning Committee the opportunity to consider the Revised Budget 2020/21 and the proposed in-year savings proposals

1.0 Recommendations

The meeting is recommended to:

- 1.1 Provide feedback to the Executive on the 2020/21 in-year savings proposals.

2.0 Introduction

- 2.1 Cherwell District Council (CDC), along with all other Councils, has incurred significant additional costs and losses of income since the Covid-19 pandemic began. CDC has received grant funding from the Government to contribute towards additional costs. The Government has also committed to pay a proportion of lost income from fees and charges in 2020/21. However, this leaves Cherwell with an anticipated shortfall in resources as a result of Covid-19 of £3.5m.
- 2.2 CDC has undertaken an exercise to review its budget and identify where savings can be made to contribute to the additional costs it is facing. The Executive Report, attached at Appendix 1, describes savings proposals that have been identified by CDC and are proposed to be implemented in year to allow the Council to operate within its overall budget approved by Council in February 2020.

3.0 Report Details

- 3.1 In order to respond to the additional costs of Covid-19 CDC has identified a number of savings proposals that can be implemented in year to help it ensure it will continue to operate within the budget set. A summary of the financial impact is set out in Table 1.

Table 1 - Proposed Budget Reset Budget Virement						
Directorate	Covid-19 Virement £m	BAU Pressures £m	Total Savings £m	Overall Virement £m	Original Budget £m	Revised Budget £m
Place and Growth	0.650	0.176	(0.426)	0.400	3.506	3.906
Customer and OD	0.202	0.000	(0.301)	(0.099)	3.918	3.819
Adults and Housing Services	0.364	0.000	(0.272)	0.092	2.932	3.024
Public Health and Wellbeing	0.326	0.000	(0.484)	(0.158)	3.066	2.908
CDA&I	2.617	0.000	(0.694)	1.923	2.115	4.038
Communities	1.393	0.310	(0.195)	1.508	6.429	7.937
Corporate	1.163	0.000	0.000	1.163	0.000	1.163
Sub Total - Directorate	6.715	0.486	(2.372)	4.829	21.966	26.795
Executive Matters:						
Treasury	0.000	0.000	(0.472)	(0.472)		
Government Grant	(3.175)	0.000	0.000	(3.175)		
Application of Reserves	0.000	0.000	(1.182)	(1.182)		
Sub Total - Executive Matters	(3.175)	0.000	(1.654)	(4.829)	3.638	(1.191)
Total	3.540	0.486	(4.026)	0.000	25.604	25.604

- 3.2 CDC has been able to identify proposed savings within its directorates of £2.4m and Treasury Management savings of £0.5m through lower than anticipated interest costs. In addition, it is also proposed to allocate £1.2m of reserves to balance the budget.
- 3.3 This report invites the Budget Planning Committee to consider the savings proposals included in Appendix 1. Budget Planning Committee comments will then be considered by the Executive when it discusses the report on 20 August.

4.0 Conclusion and Reasons for Recommendations

- 4.1 Budget Planning Committee is asked to provide comments to the Executive on the proposed savings that have been identified. This allows Budget Planning Committee the opportunity to scrutinise the proposals and provide constructive feedback to the Executive for its consideration.

5.0 Consultation

None

6.0 Implications

Financial and Resource Implications

- 6.1 The savings proposed in Appendix 1 will allow the Council to revise its budget for 2020/21 to reflect the impacts of Covid-19 and allow greater levels of control to be placed on the budget.

Comments checked by:
Michael Furness, Assistant Director of Finance, Tel 01295 221845, Email michael.furness@cherwell-dc.gov.uk

Legal Implications

- 6.2 There are no legal implications arising from this report, although legal comment has been provided on the Executive Report, attached at Appendix 1.

Comments checked by:
Richard Hawtin, Team Leader – Non-contentious, Tel 01295 221695 Email richard.hawtin@cherwell-dc.gov.uk

7.0 Decision Information

Wards Affected

All

Lead Councillor

Cllr Tony Ilott – Lead member for Financial Management and Governance

Document Information

Appendix No	Title
1	Budget Reset 2020/21 Executive Report
Background Papers	
None	
Report Author	Michael Furness, Assistant Director Finance
Contact Information	01295 221845 michael.furness@cherwell-dc.gov.uk

This page is intentionally left blank