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Cherwell

DISTRICT COUNCIL
NORTH OXFORDSHIRE

Committee: Budget Planning Committee

Date: Tuesday 26 September 2023

Time: 6.30 pm

Venue: Bodicote House, Bodicote, Banbury, Oxon OX15 4AA

Membership

**Councillor Patrick Clarke
(Chairman)**

Councillor Tom Beckett
Councillor Donna Ford
Councillor Matt Hodgson
Councillor Adam Nell
Councillor Barry Wood

Councillor Douglas Webb (Vice-Chairman)

Councillor Becky Clarke MBE
Councillor David Hingley
Councillor Simon Lytton
Councillor Dorothy Walker
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 - 10)

To confirm as a correct record the minutes of the meeting held on 25 July 2023.

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. Monthly Finance Performance Report (Pages 11 - 36)

Report of Assistant Director of Finance

Purpose of report

This report summarises Cherwell District Council's (CDC's) forecast revenue and capital outturn for 2023/2024 as at 31 July 2023 to give the Committee the opportunity to consider the finance aspects of the report.

Recommendation

The meeting is recommended:

- 1.1 To note the contents of this report.

7. Upcoming Consultations

The Head of Finance will give a verbal update on upcoming consultations central government consultations regarding budgetary matters.

Recommendation

The meeting is recommended:

- 1.1 To note the verbal update.

8. Review of Committee Work Plan (Pages 37 - 38)

The Strategic Business Partner – Business Partnering & Controls to give a verbal update on the Committee Work Plan.

Councillors are requested to collect any post from their pigeon hole in the Members Room at the end of the meeting.

Information about this Meeting

Apologies for Absence

Apologies for absence should be notified to democracy@cherwell-dc.gov.uk or 01295 221534 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.

Evacuation Procedure

When the continuous alarm sounds you must evacuate the building by the nearest available fire exit. Members and visitors should proceed to the car park as directed by Democratic Services staff and await further instructions.

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 Matt Swinford, Democratic and Elections Team democracy@cherwell-dc.gov.uk, 01295 221534

Yvonne Rees
Chief Executive

Published on Monday 18 September 2023

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Cherwell District Council

Budget Planning Committee

Minutes of a meeting of the Budget Planning Committee held at Bodicote House, Bodicote, Banbury, Oxon OX15 4AA, on 25 July 2023 at 6.30 pm

Present:

Councillor Patrick Clarke (Chairman)
Councillor Tom Beckett
Councillor Becky Clarke MBE
Councillor Donna Ford
Councillor David Hingley
Councillor Matt Hodgson
Councillor Simon Lytton
Councillor Sean Woodcock

Apologies for absence:

Councillor Douglas Webb
Councillor Dorothy Walker
Councillor Barry Wood

Also Present Virtually:

Councillor Adam Nell, Portfolio Holder for Finance

Officers:

Joanne Kaye, Head of Finance and Deputy S151 Officer
Leanne Lock, Strategic Business Partner - Business Partnering & Controls
Jacey Scott, Revenues and Benefits Manager
Sandra Ganpot, Benefits Services and Performance Manager
Matt Swinford, Democratic and Elections Officer

Officers Attending Virtually:

Shahin Ismail, Interim Head of Legal Services & Deputy Monitoring Officer

3 Declarations of Interest

There were no declarations of interest.

4 Minutes

The minutes of the meetings of the Committee held on 7 March 2023 and 23 May 2023 were agreed as correct records and signed by the Chairman.

5 Chairman's Announcements

There were no Chairman's announcements.

6 Urgent Business

There were no items of urgent business.

7 Council Tax Reduction Scheme 2024-25

The Committee considered a report from the Assistant Director of Finance to enable members to consider the proposed banded scheme for Council Tax Reduction for 2024-25.

The Revenues and Benefits Manager explained the existing income banded scheme was introduced in April 2020 and in general had received good feedback from residents.

The Revenues and Benefits Manager advised that the Council tax reduction scheme had remained the same but adjusted for inflationary purposes and that the scheme had set a maximum level of Council Tax reduction based on net income of the applicant and household members.

Following questions from the Committee, the Revenues and Benefits Manager confirmed that the reduction scheme had increased in line with the Council Tax increase.

It was proposed by Councillor Sean Woodcock and seconded by Councillor Matt Hodgson that Executive be recommended to agree that the current scheme (adjusted for inflationary purposes) be retained for 2024/25.

Resolved

- (1) That the contents of the report be noted.
- (2) That, having given due consideration, the Executive be recommended to agree that the current scheme (adjusted for inflationary purposes) be retained for 2024/25.

8 Budget Process 2024-25

The Committee considered a report from the Assistant Director of Finance that summarised the approach Cherwell District Council (CDC) intended to

take in order to set its 2024/25 budget and 5-year Medium-Term Financial Strategy (MTFS) for the period to 2028/29 and revises the Reserves Policy.

The Head of Finance advised that the Medium-Term-Financial Statement covered a five-year timeframe therefore the MTFS approved in February 2023 was to be extended by one year to cover the 2028/29 financial year.

The Head of Finance advised there was a current trend for external audits to extend beyond the end of the financial accounting year that could have an impact on the usable reserves. Because of this, section 6.2 had been introduced in the revised Reserves Policy to allow the Section 151 Officer delegated authority, in consultation with the Portfolio holder of Finance, to manage such impact of changes to ensure the long-term resilience of the Council.

In response to a question from the Committee regarding the actions that the Section 151 Officer could take if section 6.2 of the Reserves Policy needed to be used, the Head of Finance advised that, as the final use of reserves was reported to Executive in June/July in the Outturn Report, to use reserves to address audit issues in prior years after this point under the original policy could cause time delays in getting the accounts signed off. The revision to the policy gave the S151 Officer the flexibility to manage audit issues and protect the general fund balance.

Following questions from the Committee as to whether all fees and charges would be uplifted by 10%, the Head of Finance advised that all budget holders had been encouraged to look at their fees and charges where they could be set by the Council, to ensure that costs were recovered as far as possible to reflect the inflationary rises.

Following questions from the Committee regarding whether the Leader or Portfolio holder for Finance had lobbied central government about decreases in government funding, the Head of Finance advised that they would seek a response and update to Committee members after the meeting. Following on from the response from the Head of Finance, Councillors Hodgson and Woodcock urged the Portfolio Holder to write to central government asking them to address the level of funding, if such correspondence had not already been sent.

In response to further detailed questions from the Committee, the Head of Finance advised that responses would be sought from the relevant departments and circulated to Committee members after the meeting:

- A breakdown of the increase in the 'Corporate Changes' cost of £0.909m for 2024/25 on Table 1 of Appendix 1.
- A breakdown of the reduction in business rates income of £2.495m forecast for 2024/25 on Table 1 of Appendix 1

Resolved

- (1) That the report be noted.

9 **Monthly Finance Performance Report**

The Assistant Director of Finance submitted a report to the Committee that summarised the Council's outturn position for revenue and capital for 2022/2023.

The Strategic Business Partner - Business Partnering & Controls explained that the outturn position showed an overall underspend of £1000 which had been achieved against a backdrop of financial challenges under the current economic circumstances. The January monitoring report advised a forecast of £38,000 overspend so a small movement to the end of March position.

The Capital budget had ended the year with a £14.958m underspend, however £14.273m of this has been requested to be reprofiled into future years. The Strategic Business Partner - Business Partnering & Controls advised that £685k had not been utilised in the financial year and would not be carried forward into future year's budgets.

In response to further detailed questions from the Committee, the Strategic Business Partner - Business Partnering & Controls advised that responses would be sought from the relevant departments and circulated to Committee members after the meeting:

- The number of transfers from the reserves General Balance into revenue that have occurred over the last few years.
- An explanation of the Castle Quay capital projects that had been paused.
- Data in car park usage to understand the drop in income from car parks.

Resolved

- (1) That the report be noted.

10 **Review of Committee Work Plan**

The Strategic Business Partner – Business Partnering & Controls presented the Budget Planning Committee Work Plan.

The Strategic Business Partner – Business Partnering & Controls advised the Committee that at the next scheduled meeting on 26 September 2023, the Committee would consider the monitoring report for Q1, June 2023 and details of ongoing and upcoming central government consultations regarding budgetary matters. The Committee would have an opportunity comment and feed into the consultation responses where appropriate.

Following a question as to whether the Committee could be given the opportunity to consider the planned budget consultation activities for the

2024-25 budget process for the council, the Chairman advised the Committee that he would discuss the possibility with officers.

Resolved

- (1) That the update on the Committee Work plan be noted.

The meeting ended at 7.11 pm

Chairman:

Date:

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Cherwell District Council

Budget Planning Committee

26 September 2023

Monthly Finance Performance Report

Report of Assistant Director of Finance

This report is public

Purpose of report

This report summarises Cherwell District Council's (CDC's) forecast revenue and capital outturn for 2023/2024 as at 31 July 2023 to give the Committee the opportunity to consider the finance aspects of the report.

1.0 Recommendation

The meeting is recommended:

- 1.1 To note the contents of this report.

2.0 Introduction

- 2.1 CDC monitors its financial position on a monthly basis. This report provides the forecast outturn position for the year end based on the position as at 31 July 2023.

Revenue Budget

- 2.2 The Council's forecast outturn position for 2023/2024 is an overspend of £0.338m shown in Table 1.

Capital Budget

- 2.4 There is a forecast in-year underspend of (£7.130m), of which £7.086m is to be reprofiled in future years. There is an overall forecast decrease in the total cost of schemes of (£0.044m).
- 2.5 There is a total capital project spend for the council of £43.699m resulting in an underspend of (£0.044m).

3.0 Report Details

- 3.1 The Council's forecast outturn position for 2023/2024 is an overspend of £0.338m shown in Table 1. There is slight change in the forecast from the previous update of £0.048m mainly due to an increased forecast within Property Services. For further detail of the major variances please see Table 4.

The Council notes that national pay negotiations are ongoing and that the employers have made an offer to the Trade Unions which has not been accepted. The forecast for this month only includes the current interim pay award which has been allocated at a local level. Once the outcome of the national pay negotiations has concluded and a local pay award agreement reached this will be factored into the forecast for 2023/24 and the MTFs for the Council.

Report Details

Table 1: Year End Position

Service	Original Budget £m	Current Budget £m	July Forecast £m	July Variance (Under) / Over £m	% Variance to current budget %	Prior Month Variance (Under) / Over £m	Change since Previous (better) / worse £m
HR & OD	0.807	0.807	0.807	0.000	0.0%	0.000	0.000
Wellbeing & Housing	2.286	2.307	2.197	(0.110)	-4.8%	(0.090)	(0.020)
Customer Focus	2.367	2.367	2.342	(0.025)	-1.1%	0.000	(0.025)
Chief Executive	5.460	5.481	5.346	(0.135)	-2.5%	(0.090)	(0.045)
Finance	3.303	3.303	3.303	0.000	0.0%	0.000	0.000
Legal & Democratic	1.959	2.033	2.063	0.030	1.5%	0.026	0.004
ICT	1.526	1.526	1.526	0.000	0.0%	0.000	0.000
Property	(1.691)	(1.691)	(1.612)	0.079	-4.7%	0.000	0.079
Resources	5.097	5.171	5.280	0.109	2.1%	0.026	0.083
Planning & Development	1.890	1.893	1.934	0.041	2.2%	0.041	0.000
Growth & Economy	0.546	0.523	0.453	(0.090)	-17.2%	(0.100)	0.010
Environmental	5.106	5.191	5.612	0.421	8.1%	0.421	0.000
Regulatory	1.150	1.151	1.151	0.000	0.0%	0.000	0.000
Communities	8.692	8.758	9.130	0.372	4.2%	0.362	0.010
Subtotal for Directorates	19.249	19.410	19.756	0.346	1.8%	0.298	0.048
Executive Matters	3.695	3.695	3.687	(0.008)	-0.2%	(0.008)	0.000
Policy Contingency	5.229	5.068	5.068	0.000	0.0%	0.000	0.000
Total	28.173	28.173	28.511	0.338	1.2%	0.290	0.048
FUNDING	(28.173)	(28.173)	(28.173)	0.000	0.0%	0.000	0.000

(Surplus)/Deficit	0.000	0.000	0.338	0.338
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0.290	0.048
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Note: A positive variance is an overspend or a reduction in predicted income and a negative is an underspend or extra income received. Green represents an underspend and red represents a overspend for the current month's forecast.

Table 2: Analysis of Forecast Variance – July 2023

Breakdown of current month forecast	July 2023 Forecast	Base Budget Over/ (Under)	Savings Non-Delivery
	£m	£m	£m
Chief Executive	(0.135)	(0.150)	0.015
Resources	0.109	0.099	0.010
Communities	0.372	0.369	0.003
Subtotal Directorates	0.346	0.318	0.028
Executive Matters	(0.008)	(0.008)	0.000
Policy Contingency	0.000	0.000	0.000
Total	0.338	0.310	0.028

FUNDING	0.000	0.000	0.000
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(Surplus)/Deficit	0.338	0.310	0.028
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Table 3: Budget compared with Forecast

The graph below shows the change from June's forecast to July 2023 compared to budget.

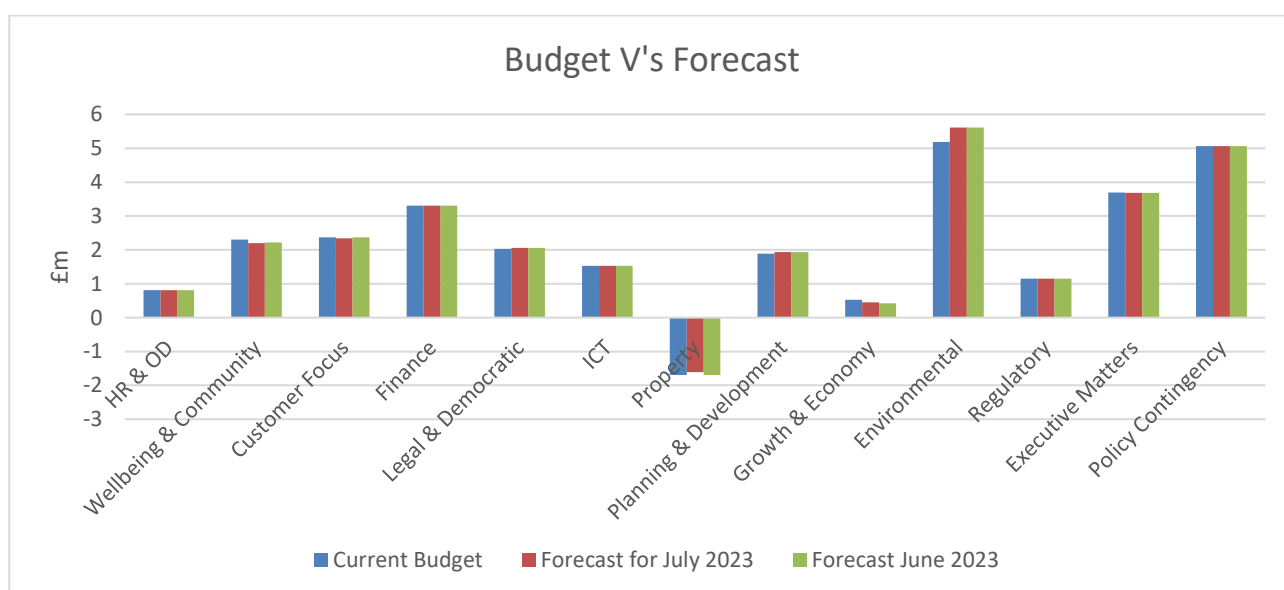


Table 4: Top Major Variance:

Service	Service	Current Budget	Variance	% Variance
Environmental Services	Waste & Recycling	3.230	0.421	13.0%
	Total	3.230	0.421	

Waste & Recycling Variance £0.421m (May Variance over spend £0.320m): -

The forecasted pressure of £0.421m within Environmental Services is primarily due to changes in the global market for recycled materials falling as recycling processing costs have increased. Commodity prices are currently very volatile and the forecast could change during the year. The Council holds monthly meetings with the recycling reprocessor and monitor individual commodity prices on a monthly basis.

Staffing pressures and agency costs have added a further pressure to that reported last month, which are being closely monitored and managed. The service is reviewing its staffing requirements to minimise fluctuations in resources in the waste service area.

Table 5: Earmarked Reserves and General Balances at July 2023

The table below is a summary of the level of reserves the council holds.

Reserves	Balance 1 April 2023	Original Budgeted use/ (contribution)	Changes agreed since the budget was set	Changes proposed July 2023	Balance 31 March 2024
	£m	£m	£m	£m	£m
General Balance	(6.150)	0.000	0.000	0.000	(6.150)
Earmarked	(28.052)	(2.469)	1.396	0.000	(29.125)
Ringfenced Grant	(4.327)	0.711	0.344	0.000	(3.272)
Subtotal Revenue	(38.529)	(1.758)	1.740	0.000	(38.547)
Capital	(8.049)	1.000	0.000	0.000	(7.049)
Total	(46.578)	(0.758)	1.740	0.000	(45.596)

There are no reserve requests for July.

Capital

There is a forecast in-year underspend of (£7.130m), of which £7.086m is to be reprofiled in future years. There is an overall forecast decrease in the total cost of schemes of (£0.044m).

Table 6: Capital Spend 2023/2024

Directorate	Budget £m	Forecast Spend 2023/24 £m	Re- profiled beyond 2023/24 £m	Variance to Budget £m	Prior Month Variance to Budget £m
Chief Executives	6.691	5.218	1.473	0.000	0.000
Resources	7.264	5.074	2.210	0.020	0.000
Communities	9.628	6.161	3.403	(0.064)	(0.064)
Total	23.583	16.453	7.086	(0.044)	(0.064)

For further detail please view appendix 1.

Table 7: How the Capital Programme is financed

Financing	23/24 Budget £m	Future Years £m
Borrowing	17.682	10.222
Grants	5.901	8.763
Capital Receipts	0.000	1.175
	23.583	20.160

Table 8: Total Capital Project Forecast

Directorate	Budget £m	Total Forecast £m	Variance to Budget £m	Prior Month Variance to Budget £m
Chief Executives	12.367	12.367	0.000	0.000
Resources	7.264	7.284	0.020	0.000
Communities	24.112	24.048	(0.064)	(0.064)
Total	43.743	43.699	(0.044)	(0.064)

For further detail please view appendix 1 Finance Capital July 2023.

Table 9 - Top Five in Year Capital Variances: -

Code	Top 5 In-Year Variances	Budget Total £'000	Reprofile to 24/25 £'000	% of in year Budget Variance
40278	Development of New Land Bicester Depot	2.775	2.275	81.98%
40131	S106 Capital Costs	3.310	1.116	33.72%
40144	Castle Quay	2.985	0.985	32.99%
40239	Bicester East Community Centre	1.371	0.600	43.76%
40028	Vehicle Replacement Programme	1.731	0.531	30.68%
		12.172	5.507	

Development of New Land Bicester Depot

Scoping underway. Spend will require re-profiling in line with programme. Detail to be confirmed as work is undertaken.

S106 Capital Costs

Cherwell holds developer contributions derived from s106 agreements for Town and Parish councils to deliver agreed programmes of work. The pace of this delivery is outside the control of CDC officers; whilst it is anticipated that many projects will be delivered close working with partners has enabled reprofiling of s106 to span into next year.

Castle Quay

As part of the Castle Quay Development and the regeneration of Banbury, the Council is working closely and in partnership with a number of public and private organisations to repurpose parts of Castle Quay Shopping Centre to deliver a number of complimentary uses enabling the regeneration of Banbury.

Bicester East Community Centre

Start date on site is September 2023. £1.371m of capital funding remains allocated to deliver this bespoke community centre for local residents. The project duration is circa 50 weeks with some spend requiring to be reprofiled to 2024/25.

Vehicle Replacement Programme

Reprofiling of £0.531m in to 2024/25. A review of the programme has been undertaken. Nationally there is delay in vehicle supply and thus delivery.

4.0 Conclusion and Reasons for Recommendations

4.1 It is recommended that the contents of the report are noted.

5.0 Consultation

None required.

6.0 Alternative Options and Reasons for Rejection

6.1 The report sets out CDC's revenue and capital forecast outturn position for 2023/24. No alternative options have been considered.

7.0 Implications

Financial and Resource Implications

7.1 There are no direct financial considerations as a result of this report as it is reporting what has already been approved by Executive.

Comments checked by:

Michael Furness, Assistant Director of Finance, 01295 221845,
michael.furness@cherwell-dc.gov.uk

Legal Implications

7.2 There are no legal implications arising directly as a result of this report.

Comments checked by:

Shiraz Sheikh, Assistant Director Law & Governance, 01295 221651
shiraz.sheikh@cherwell-dc.gov.uk

Risk Implications

7.3 There are no risk implications arising directly as a result of this report. Any risks will be managed as part of the operational risk register and escalated as and when necessary to the Leadership Risk Register.

Comments checked by:

Shona Ware, Assistant Director – Customer Focus, 01295 221652
shona.ware@cherwell-dc.gov.uk

Equalities and Inclusion Implications

7.4 There are no equalities implications arising directly as a result of this report. Any service or policy review required to support any reprofiled spend will have an accompanying Equalities Impact Assessment as needed.

Comments checked by:

Shona Ware, Assistant Director – Customer Focus, 01295 221652
shona.ware@cherwell-dc.gov.uk

Sustainability Implications

7.5 There are no direct sustainability implications as a result of this report.

Comments checked by:

Jo Miskin, Climate Action Manager, Environmental Services, 01295 221748,

Jo.Miskin@cherwell-dc.gov.uk

8.0 Decision Information

Key Decision

Financial Threshold Met: N/A

Community Impact Threshold Met: N/A

Wards Affected

All

Links to Corporate Plan and Policy Framework

All

Document Information

Appendix number and title

- Appendix 1 – Finance Capital July 2023
- Appendix 2 – Detailed Revenue Narrative on Forecast July 2023
- Appendix 3 – Virements July 2023
- Appendix 4 – Funding July 2023

Report Author and contact details

Leanne Lock

Strategic Finance Business Partner

Leanne.lock@cherwell-dc.gov.uk

01295 227098

APPENDIX 1

CHERWELL CAPITAL EXPENDITURE									
Cost Centre	DESCRIPTION	BUDGET	YTD ACTUAL	PO COMMITMENTS	Forecast	RE-PROFILED BEYOND 2023/24	RE-PROFILED BEYOND 2024/25	Current month Variances £000	Forecast Narrative
40010	North Oxfordshire Academy Astro turf	183	0	0	80	103		-	Good progress made to date on scale. Scope and nature of the project. Close working with the school. Next steps are to apply for pre application planning advice and complete project costings.
40019	Bicester Leisure Centre Extension	79	15	0	30	49		-	The project continues to progress as predicted. Outline costings for the project have been received. The next step is to complete a detailed business case prior to planning permission being sought.
40083	Disabled Facilities Grants	1,432	463	22	1,432	0		-	Full spend anticipated.
40084	Discretionary Grants Domestic Properties	150	18	0	150	0		-	This budget covers small repairs and larger essential repairs to vulnerable households. Demand is typically heavily weighted towards the winter months, no carry-forward into 2024/25 is currently expected.
40131	S106 Capital Costs	3,310	43	53	2,194	1,116		-	Cherwell DC holds developer contributions derived from s106 agreements for Town and Parish councils to deliver agreed programmes of work. The pace of this delivery is outside the control of CDC officers; whilst it is anticipated that many projects will be delivered close working with partners has enabled reprofiling of s106 to span into next year.
40160	Housing Services - capital	160	0	0	0	160		-	Developer completions slower at NW Bicester than expected therefore final payment will be made to the developer in 2024/25.
40213	Build Team Essential Repairs & Improvements	116	0	0	116	0		-	Work is currently underway and it is likely that all capital expenditure will take place during financial year 2023/24.
40251	Longford Park Art	45	0	0	0	45		-	The final delivery of the public art programme is dependent on overall site handover which has been held up. The remaining spend on the public art programme has been reprofiled to acknowledge this
40262	Affordable Housing	1,156	30	66	1,156	0		-	The tender for these works will conclude shortly and the programme is anticipated to begin on site in October. The overall scheme will complete in 24/25.
40275	UKSPF - CDC community facilities x 3	30	10	0	30	0		-	Working in partnership with communities on the scope of works to be procured. Full spend is anticipated.
	Wellbeing & Community	6,661	579	141	5,188	1,473	0	0	
40292	iTrent HR System Upgrades	30	0	0	30	0		-	The implementation of the main modules within iTrent is very nearly finished but we do still have other modules to explore and it is important that we maintain this capital expenditure to explore ROI these additional modules offer.
	HR & OD	30	0	0	30	0	0	0	
	Chief Executive	6,691	579	141	5,218	1,473	0	0	
40111	Admiral Holland Redevelopment Project (phase 1b)	61	54	0	61	0		-	On target
40139	Banbury Health Centre - Refurbishment of Ventilation, Heating & Cooling Systems	104	0	0	104	0		-	We are carrying out investigations as to potential recovery of some of these costs from tenant.

40144	Castle Quay	2,985	(78)	129	2,000	985	-	As part of the Castle Quay Development and the regeneration of Banbury, the Council is working closely and in partnership with a number of public and private organisations to repurpose parts of Castle Quay Shopping Centre to deliver a number of complimentary uses enabling the regeneration of Banbury.
40162	Housing & IT Asset System joint CDC/OCC	26	0	0	26	0	-	Forecasting on target
40167	Horsefair, Banbury	55	0	0	55	0	-	The works design is now completed for paving to the footpath on Horsefair. Project to be procured Q3.
40191	Bodicote House Fire Compliance Works	149	0	19	149	0	-	Works are currently being scoped from recent assessment
40197	Corporate Asbestos Surveys	50	0	0	50	0	-	Review of the work is to be carried out - aiming to instruct Q3 2023/24
40201	Works From Compliance Surveys	99	0	0	49	50	-	Works will be carried out in phases current phase planned for Q3 2023/24 next phase planned for the next financial year 24/25
40203	CDC Feasibility of utilisation of proper Space	100	0	0	100	0	-	Investigation works ongoing due to be completed by Q3 2023/24
40219	Community Centre - Works	54	0	0	54	0	-	Banbury Museum atrium stairwell works, currently in design with completion due Q3 2023/24
40224	Fairway Flats Refurbishment	362	0	0	0	362	-	This project is within the asset review which will be completed Q3 2023/24. Works to be reprofiled for 2024/25.
40226	Thorpe Lane Depot - Decarbonisation Works	0	(12)	0	0	0	-	On target
40227	Banbury Museum - Decarbonisation Works	0	0	20	20	0	20	End of defects period retention payments due
40228	Franklins House - Decarbonisation Works	0	(4)	0	0	0	-	On target
40230	Whitelands - Decarbonisation Works	0	(10)	0	0	0	-	On target
40231	Bicester Leisure Centre - Decarbonisation Works	0	(42)	0	0	0	-	On target
40232	Kidlington Leisure Centre - Decarbonisation Works	0	(27)	0	0	0	-	On target
40233	Spiceball Leisure Centre - Decarbonisation Works	0	(33)	0	0	0	-	On target
40239	Bicester East Community Centre	1,371	20	1,138	771	600	-	Start date on site is September 2023. £1.371m of capital funding remains allocated to deliver this bespoke community centre for local residents. The project duration is circa 50 weeks with some spend requiring to be reprofiled to 2024/25.
40241	Thorpe Place Roof Works	35	0	1	35	0	-	Carrying out drone survey of roof to identify condition ready for scoping and design.
40242	H&S Works to Banbury Shopping Arcade	127	0	5	127	0	-	Works currently in design together with review with investigations on potential partial recoverability from tenant service charge.
40246	Banbury Museum Pedestrian Bridge	3	0	3	3	0	-	On target
40249	Retained Land	260	0	91	260	0	-	Completion of site surveys beginning of Q3 which will lead to completion of remedial works completed anticipated by Q4 2023/24
40252	Expiring Energy Performance Certificates plus Associated works	96	20	0	96	0	-	Works instructed and in train completion by end of Q3
40253	Energy Performance Certificates Gov't Implementation of target B - Strategic Plan	60	18	0	60	0	-	Works instructed and in train completion by end of Q3
40254	Thorpe Lane Depot - Renewal of Electrical Incoming Main	171	1	0	171	0	-	Works are currently designed pending tender of the Electrical supply infrastructure. Works to be coordinated with the District Network Operator to install the new sub station, who are engaged. Waiting for dates from the DNO.
40255	Installation of Photovoltaic at CDC Property	79	0	0	79	0	-	This will now take place along with the new capital works planned for 2023/24
40263	Kidlington Leisure New Electrical Main	20	0	0	20	0	-	Project to install new electrical main for Kidlington leisure centre. Expected to start Q3 2023/24 so balance expected to be spent during this period.
40279	Spiceball Sports Centre - Solar PV Car Ports	180	0	7	90	90	-	Preparing scope so that feasibilities can be carried out to maximise potential PV to the site. Planned delivery Q1 2024/25

40280	Kidlington Sports Centre - Solar PV Car Ports	137	0	0	72	65		-	Preparing scope so that feasibilities can be carried out to maximise potential PV to the site. Planned delivery Q1 2024/25
40281	North Oxfordshire Academy - Solar Panels	18	0	0	18	0		-	Preparing scope so that feasibilities can be carried out to maximise potential PV to the site. Planned delivery Q4 2023/24
40282	Community Centre Solar Panels	108	0	0	50	58		-	Preparing scope so that feasibilities can be carried out to maximise potential PV to the site.
40283	Thorpe Lane - Solar Panels	34	0	0	34	0		-	Preparing scope so that feasibilities can be carried out to maximise potential PV to the site. Planned delivery Q4 2023/24
40284	Thorpe Lane - Heater Replacement (Gas to Electric)	28	0	0	28	0		-	Preparing scope so that feasibilities can be carried out to maximise potential PV to the site. Planned delivery Q4 2023/24
Property		6,772	(92)	1,412	4,582	2,210	0	20	
40256	Processing Card Payments & Direct Debits	20	0	0	20	0		-	This PCI Project is on Target to be completed this year
Finance		20	0	0	20	0	0	0	
40237	Council Website & Digital Service	122	13	0	122	0		-	Work underway to select a product to form basis of Unified CRM Platform. Platform in place and initial Pilot expected to complete Q4.
40274	Digital Futures Programme	0	72	70	0	0		-	Continuation of Flytipping AI and RPA proof of concepts. Futurework/pilots will fall under Digital Futures Programme.
40285	Digital Strategy	350	3	59	350	0		-	Year one of the Digital Future strategy looks to: 1) Implemented a Data Lakehouse platform as a foundation to the Data and Analytics strategy . 2)Improve cyber security by aligning with a standard framework and implementing additional security measures (by end of Dec 2023) 3) Move all online files to sharepoint to reduce hosting costs (by end Oct 2023) 4) Implement new devices to monitor Fly Tipping in two locations.
ICT		472	88	129	472	0	0	0	
Resources		7,264	(3)	1,542	5,074	2,210	0	20	
40062	East West Railways	137	56	78	137	0		-	The capital fund has been set up to enable the Council's costs to be recharged when responding to enquiries and regulatory applications, involving for example environmental and land drainage matters, made in connection with the EWR project. This is in partnership with England's Economic Heartland.
40286	Transforming Market Square Bicester	1,000	0	0	475	525		-	£0.475m for commissioning design and consultation work in 2023/24 (for the final plans for Market Square Public Realm) with the remaining budget to be reprofiled in to 2025/26 for continuation of the programme
40124	Spring Gardens	0	(70)	0	0	0		-	Capital receipt received from Trowers & Hamlins in respect of 10 Spring Walk. Will be moved to the capital receipts reserves
40287	UK Shared Prosperity Fund (UK SPF) Year Two Investment Plan Programme	117	0	0	117	0		-	UKSPF capital grant will be fully spent in 2023/24 on the following £0.030m improvement to town centres & high streets £0.035m improvements to CDC community facilities £0.002m Bridge Street Community Garden £0.050m contribution to NOA 3G pitch
40288	UKSPF Rural Fund	132	0	0	132	0		-	Investment in capacity building and infrastructure support for local civil society and community groups. A grant funding scheme will be established to enable village halls and other community buildings to maximise their potential though key infrastructure improvements and acquisitions.
Growth & Economy		1,386	(14)	78	861	525	0	0	

40015	Car Park Refurbishments	46	0	0	46	0		-	Anticipating full spend in 2023/24. This to continue the projects of pay on exit sites across the district and upgrading of pay machines from 3G to 4G.
40026	Off Road Parking	18	0	0	0	0		(18)	Budget no longer required - saving
40028	Vehicle Replacement Programme	1,731	0	618	1,200	531		-	Reprofiling of £0.531m in to 2024/25. A review of the programme has been undertaken. Nationally there is delay in vehicle supply and thus delivery
40186	Commercial Waste Containers	25	0	0	25	0		-	Anticipating full spend in quarter 4 of 2023/24.
40187	On Street Recycling Bins	18	0	0	18	0		-	Anticipating full spend in 2023/24. Sites have been identified for refurbishments.
40188	Thorpe Lane Depot Capacity Enhancement	0	7	0	7	0		7	Retention payments paid in 2023/24
40216	Street Scene Furniture and Fencing project	48	12	0	40	8		-	£0.040m to be spent in 2023/24 at various play and open spaces. Anticipating reprofiling of £0.08.
40217	Car Parking Action Plan Delivery	18	0	0	18	0		-	Anticipating full spend in 2023/24. Project is part of ongoing review of Car Park Action Plan.
40218	Depot Fuel System Renewal	35	0	0	35	0		-	Anticipating full spend in quarter 4 of 2023/24. This will be reviewed as the new Bicester Depot site progresses.
40222	Burnehyll- Bicester Country Park	159	17	1	95	64		-	Anticipating reprofiling of £0.064m into 2024/25. Project delivery programme is under review
40248	Solar Panels at Castle Quay	53	0	0	0	0		(53)	Delivery and scope of project to be reviewed
40257	Additional Commercial Waste Containers	10	0	0	10	0		-	Anticipating full spend in quarter 4 of 2023/24
40258	Kidlington Public Convenience Refurbishment	90	0	0	90	0		-	Anticipating full spend in quarter 4 of 2023/24
40259	Market Equipment Replacement	15	0	0	15	0		-	Anticipating full spend in quarter 4 of 2023/24
40260	Land for New Bicester Depot	2,989	11	0	2,989	0		-	Anticipating full spend in 2023/24. Expecting purchasing of site to be finalised in quarter 2.
40278	Development of New Land Bicester Depot	2,775	0	0	500	2,275		-	Scoping underway. Spend will require re profiling in line with programme - detail to be confirmed as work is undertaken
40289	Computer Software Upgrade for Vehicle Management	12	0	0	12	0		-	Anticipating full spend in quarter 4 of 2023/24
40291	New Commercial Waste IT System	25	0	0	25	0		-	Anticipating full spend in 2023/24
	Environmental Services	8,067	47	619	5,125	2,878	0	(64)	
40245	Enable Agile Working	15	0	0	15	0		0	The funding is intended to be used to purchase the technology needed to enable the teams to use our new case management system whilst 'on-site' carrying out inspection work, etc. We have trialed different tablets but have delayed the project since the release of the app that will support mobile working has been delayed. The app is now due for release in Late summer 23/24. The mobile working approach will potentially save approx. £1400 pa through reducing costs (mileage, printing and stationery) as well as making the inspection process more efficient, delivering an improved customer experience and realising a resource saving of 0.2 FTE. The ongoing cost of the app will be approx. £1500 pa.
	Regulatory Services	15	0	0	15	0	0	0	
40293	Planning - S106 Projects	160	160	0	160	0		0	S106 Funded contribution towards the construction and mechanisation of bridge over Oxford Canal (Canal and River Trust)
	Planning and Development	160	160	0	160	0	0	0	
	Communities	9,628	193	698	6,161	3,403	0	(64)	
	Capital Total	23,583	769	2,380	16,453	7,086	0	(44)	

CHERWELL TOTAL CAPITAL PROJECT EXPENDITURE

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CODE	DESCRIPTION	Total 23/24 Project Budget	Forecast	RE-PROFILED BEYOND 2023/24	23/24 Variance	Future Years Budget	Project Total Budget	Project Total forecast	Project Total Variance	Narrative
40010	North Oxfordshire Academy Astrotrurf	183	80	103	0	0	183	183	0	Good progress made to date on scale. Scope and nature of the project. Close working with the school. Next steps are to apply for pre application planning advice and complete project costings.
40019	Bicester Leisure Centre Extension	79	30	49	0	0	79	79	0	The project continues to progress as predicted. Outline costings for the project have been received. The next step is to complete a detailed business case prior to planning permission being sought.
40083	Disabled Facilities Grants	1,432	1,432	0	0	4,956	6,388	6,388	0	Full spend anticipated.
40084	Discretionary Grants Domestic Properties	150	150	0	0	600	750	750	0	This budget covers small repairs and larger essential repairs to vulnerable households. Demand is typically heavily weighted towards the winter months, no carry-forward into 2024/25 is currently expected.
40131	S106 Capital Costs	3,310	2,194	1,116	0	0	3,310	3,310	0	Cherwell DC holds developer contributions derived from s106 agreements for Town and Parish councils to deliver agreed programmes of work. The pace of this delivery is outside the control of CDC officers; whilst it is anticipated that many projects will be delivered close working with partners has enabled reprofiling of s106 to span into next year.
40160	Housing Services - capital	160	0	160	0	0	160	160	0	Developer completions slower at NW Bicester than expected therefore final payment will be made to the developer in 2024/25.
40213	Build Team Essential Repairs & Improvements	116	116	0	0	0	116	116	0	Work is currently underway and it is likely that all capital expenditure will take place during financial year 2023/24.
40251	Longford Park Art	45	0	45	0	0	45	45	0	The final delivery of the public art programme is dependent on overall site handover which has been held up. The remaining spend on the public art programme has been reprofiled to acknowledge this
40262	Affordable Housing	1,156	1,156	0	0	0	1,156	1,156	0	The tender for these works will conclude shortly and the programme is anticipated to begin on site in October. The overall scheme will complete in 24/25.
40275	UKSPF - CDC community facilities x 3	30	30	0	0	0	30	30	0	Working in partnership with communities on the scope of works to be procured. Full spend is anticipated.
Wellbeing & Community		6,661	5,188	1,473	0	5,556	12,217	12,217	0	
40292	iTrent HR System Upgrades	30	30	0	0	120	150	150	0	There are further iTrent modules to explore and it is important that we maintain this capital expenditure to explore ROI these additional modules offer.
HR & OD		30	30	0	0	120	150	150	0	
Chief Executives		6,691	5,218	0	0	5,676	12,367	12,367	0	
40111	Admiral Holland Redevelopment Project (phase 1b)	61	61	0	0	0	61	61	0	Retention payment expected
40139	Banbury Health Centre - Refurbishment of Ventilation, Heating & Cooling Systems	104	104	0	0	0	104	104	0	We are carrying out investigations as to potential recovery of some of these costs from tenant.
40144	Castle Quay	2,985	2,000	985	0	0	2,985	2,985	0	As part of the Castle Quay Development and the regeneration of Banbury, the Council is working closely and in partnership with a number of public and private organisations to repurpose parts of Castle Quay Shopping Centre to deliver a number of complimentary uses enabling the regeneration of Banbury.
40162	Housing & IT Asset System joint CDC/OCC	26	26	0	0	0	26	26	0	Forecasting on target
40167	Horsefair, Banbury	55	55	0	0	0	55	55	0	The works design is now completed for paving to the footpath on Horsefair. Project to be procured Q3.

40191	Bodicote House Fire Compliance Works	149	149	0	0	0	149	149	0	Works are currently being scoped from recent assessment
40197	Corporate Asbestos Surveys	50	50	0	0	0	50	50	0	Review of the work is to be carried out - aiming to instruct Q3 2023/24
40201	Works From Compliance Surveys	99	49	50	0	0	99	99	0	Works will be carried out in phases current phase planned for Q3 2023/24 next phase planned for the next financial year 24/25
40203	CDC Feasibility of utilisation of proper Space	100	100	0	0	0	100	100	0	Investigation works ongoing due to be completed by Q3 2023/24
40219	Community Centre - Works	54	54	0	0	0	54	54	0	Banbury Museum atrium stairwell works, currently in design with completion due Q3 2023/24
40224	Fairway Flats Refurbishment	362	0	362	0	0	362	362	0	This project is within the asset review which will be completed Q3 2023/24. Works to be reprofiled for 2024/25.
40227	Banbury Museum - Decarbonisation Works	0	20	0	20	0	0	20	20	End of defects period retention payments due
40239	Bicester East Community Centre	1,371	771	600	0	0	1,371	1,371	0	Start date on site is September 2023/24. £1.371m of capital funding from 22/23 remains allocated to deliver this bespoke community centre for local residents. The project duration is c.50 weeks with some spend requiring to be reprofile to 2024/25.
40241	Thorpe Place Roof Works	35	35	0	0	0	35	35	0	Carrying out drone survey of roof to identify condition ready for scoping and design.
40242	H&S Works to Banbury Shopping Arcade	127	127	0	0	0	127	127	0	Works currently in design together with review with investigations on potential partial recoverability from tenant service charge.
40246	Banbury Museum Pedestrian Bridge	3	3	0	0	0	3	3	0	£3K retention due in Oct 23
40249	Retained Land	260	260	0	0	0	260	260	0	Completion of site surveys beginning of Q3 which will lead to completion of remedial works completed anticipated by Q4 2023/24
40252	Expiring Energy Performance Certificates plus Associated works	96	96	0	0	0	96	96	0	Works instructed and in train completion by end of Q3
40253	Energy Performance Certificates Gov't Implementation of target B - Strategic Plan	60	60	0	0	0	60	60	0	Works instructed and in train completion by end of Q3
40254	Thorpe Lane Depot - Renewal of Electrical Incoming Main	171	171	0	0	0	171	171	0	Works are currently designed pending tender of the Electrical supply infrastructure. Works to be coordinated with the District Network Operator to install the new sub station, who are engaged. Waiting for dates from the DNO.
40255	Installation of Photovoltaic at CDC Property	79	79	0	0	0	79	79	0	This will now take place along with the new capital works planned for 2023/24
40263	Kidlington Leisure New Electrical Main	20	20	0	0	0	20	20	0	Project to install new electrical main for Kidlington leisure centre. Expected to start Q3 2023/24 so balance expected to be spent during this period.
40279	Spiceball Sports Centre - Solar PV Car Ports	180	90	90	0	0	180	180	0	Preparing scope so that feasibilities can be carried out to maximise potential PV to the site. Planned delivery Q1 2024/25
40280	Kidlington Sports Centre - Solar PV Car Ports	137	72	65	0	0	137	137	0	Preparing scope so that feasibilities can be carried out to maximise potential PV to the site. Planned delivery Q1 2024/25
40281	North Oxfordshire Academy - Solar Panels	18	18	0	0	0	18	18	0	Preparing scope so that feasibilities can be carried out to maximise potential PV to the site. Planned delivery Q4 2023/24
40282	Community Centre Solar Panels	108	50	58	0	0	108	108	0	Preparing scope so that feasibilities can be carried out to maximise potential PV to the site.
40283	Thorpe Lane - Solar Panels	34	34	0	0	0	34	34	0	Preparing scope so that feasibilities can be carried out to maximise potential PV to the site. Planned delivery Q4 2023/24
40284	Thorpe Lane - Heater Replacement (Gas to Electric)	28	28	0	0	0	28	28	0	Preparing scope so that feasibilities can be carried out to maximise potential PV to the site. Planned delivery Q4 2023/24
Property		6,772	4,582	2,210	20	-	6,772	6,792	0	
40256	Processing Card Payments & Direct Debits	20	20	0	0	0	20	20	0	Works planned for 23/24
Finance Total		20	20	0	0	0	20	20	0	
40237	Council Website & Digital Service	122	122	0	0	0	122	122	0	Works planned for 23/24

40285	Digital Strategy	350	350	0	0	0	350	350	0	Year one of the Digital Future strategy looks to: 1) Implement a Data Lakehouse platform as a foundation to the Data and Analytics strategy (by end July 2023). 2) Improve cyber security by aligning with a standard framework and implementing additional security measures (by end of Dec 2023) 3) Move all online files to sharepoint to reduce hosting costs (by end Oct 2023) 4) Implement new devices to monitor Fly Tipping in two locations.
ICT		472	472	0	0	0	472	472	0	
Resources		7,264	5,074	0	20	0	7,264	7,284	0	
40062	East West Railways	137	137	0	0	4,189	4,326	4,326	0	The capital fund has been set up to enable the Council's costs to be recharged when responding to enquiries and regulatory applications made in connection with the EWR project.
40286	Transforming Market Square Bicester	1,000	475	525	0	3,250	4,250	4,250	0	Investment to transform the Market Square into a multi-purpose space and "community hub" which will transform and help regenerate Bicester town centre
40287	UK Shared Prosperity Fund (UK SPF) Year Two Investment Plan Programme	117	117	0	0	162	279	279	0	Improvements to town centres and highstreets and community facilities
40288	UKSPF Rural Fund	132	132	0	0	395	527	527	0	Investment in capacity building and infrastructure support for local civil society and community groups in 2023/24. Investment in micro and small rural based businesses in 2024/25.
Growth & Economy		1,386	861	525	-	7,996	9,382	9,382	0	
40015	Car Park Refurbishments	46	46	0	0	0	46	46	0	Full spend anticipated by March 2024
40026	Off Road Parking	18	0	0	(18)	0	18	0	(18)	Budget no longer required
40028	Vehicle Replacement Programme	1,731	1,200	531	0	5,242	6,973	6,973	0	Full spend anticipated by March 2025
40186	Commercial Waste Containers	25	25	0	0	0	25	25	0	Full spend anticipated in quarter 4 of 2023-24.
40187	On Street Recycling Bins	18	18	0	0	0	18	18	0	Full spend anticipated in quarter 4 of 2023-24.
40188	Thorpe Lane Depot Capacity Enhancement	0	7	0	7	0	0	7	7	Delayed retention payments made.
40216	Street Scene Furniture and Fencing project	48	40	8	0	12	60	60	0	Full spend anticipated by March 2026
40217	Car Parking Action Plan Delivery	18	18	0	0	0	18	18	0	Full spend anticipated by March 2024
40218	Depot Fuel System Renewal	35	35	0	0	24	59	59	0	Full spend anticipated by March 2024
40222	Burnehyll- Bicester Country Park	159	95	64	0	0	159	159	0	Full spend anticipated by March 2025
40248	Solar Panels at Castle Quay	53	0	0	(53)	0	53	0	(53)	Budget no longer required for this financial year. It is believed the bid/project is out of date so a review of the requirements on site is required and a new bid to be submitted when review completed.
40257	Additional Commercial Waste Containers	10	10	0	0	0	10	10	0	Full spend anticipated in quarter 4 of 2023-24.
40258	Kidlington Public Convenience Refurbishment	90	90	0	0	0	90	90	0	Full spend anticipated in quarter 2 of 2023-24.
40259	Market Equipment Replacement	15	15	0	0	0	15	15	0	Full spend anticipated in quarter 4 of 2023-24.
40260	Land for New Bicester Depot	2,989	2,989	0	0	10	2,999	2,999	0	Full spend anticipated by March 2024 - Expecting purchasing of site to be finalised in quarter 2.
40278	Development of New Land Bicester Depot	2,775	500	2,275	0	1,200	3,975	3,975	0	Full spend anticipated by March 2025 - this will be confirmed as the project progresses.
40289	Computer Software Upgrade for Vehicle Management	12	12	0	0	0	12	12	0	Full spend anticipated by March 2024
40291	New Commercial Waste IT System	25	25	0	0	0	25	25	0	Full spend anticipated by March 2024
Environmental		8,067	5,125	2,878	(64)	6,488	14,555	14,491	(64)	
40245	Enable Agile Working	15	15	0	0	0	15	15	0	The funding is intended to be used to purchase the technology needed to enable the teams to use our new case management system whilst 'on-site' carrying out inspection work, etc. We have trialed different tablets but have delayed the project since the release of the app that will support mobile working has been delayed. The app is now due for release in Late summer 23/24. The mobile working approach will potentially save approx. £1400 pa through reducing costs (mileage, printing and stationery) as well as making the inspection process more efficient, delivering an improved customer experience and realising a resource saving of 0.2 FTE. The ongoing cost of the app will be approx. £1500 pa.
Regulatory Services		15	15	0	0	0	15	15	0	
40293	Planning - S106 Projects	160	160	0	0	0	160	160	0	S106 Funded contribution towards the construction and mechanisation of bridge over Oxford Canal (Canal and River Trust)

Planning and Development	160	160	0	0
Communities	9,628	6,161	3,403	(64)
Capital Total	23,583	16,453	7,086	(44)

0	160	160	0	
14,484	24,112	24,048	(64)	
20,160	43,743	43,699	(64)	

Appendix 2 - Report Details – Additional Revenue narrative

Chief Executive

Chief Executives are forecasting an underspend of (£0.135m) against a budget of £5.481m (-2.5%). Directorate is working efficiently to deliver high quality services within its budget envelope.

HR & OD

£0.000m Variance HR are forecasting to remain on budget at present.

Variation to June's
Forecast
£0.000m

Wellbeing & Housing

Variation (£0.0110m) Underspend Income received has increased against budget.

Variation to June's Forecast (£0.020m) Estimated additional saving of (£0.020m)

Customer Focus

Variation (£0.025m) underspend We are currently predicting an underspend of (£0.025m) at year end by managing vacancies to offset the drop in land charges income caused by volatile market conditions.

Variation to June's Forecast (£0.025m) Staff Savings identified due to vacancies

Resources

Resources are forecasting £0.109m overspend against a budget of £5.171m (2.1%).

Whilst the total overspend is relatively small, the focus on utilising agency staff whilst going out for recruitment is being monitored. Unfortunately, the spend is necessary given the corporate projects needing support from the team to enable delivery.

Finance

Variation
£0.000m
Overspend

The Service forecasts a number of minor overspends and underspends resulting in an overall forecast in line with the budget.

Variation to June's
Forecast
£0.000m

Legal & Democratic

Variation
£0.030m
Overspend

Overspend is due to an increase in costs of delivering the District Elections.

Variation to June's
Forecast
£0.004m

The extra cost of delivering the elections is partly offset by an underspend in Legal and Procurement because of vacant posts.

ICT

Variation
£0.000m

ICT are forecasting to remain on budget at present.

Variation to June's
Forecast
£0.000m

Property

Variation
£0.079m
Overspend

The overspend in Property is largely as a result of a dependency on agency staff. Permanent recruitment is ongoing.

Variation to June's Forecast £0.079m	The extra staff cost is partly offset by an projected over recovery of income.
---	--

Communities

Communities are forecasting an overspend of £0.372m against a budget of £8.758m, (4.2%).

The directorate has looked carefully across all the service budget areas to identify savings to support the external cost pressure arising from changing gate fees for recycled materials.

Planning & Development

Variation £0.041m Overspend	Planning and Development presently has a projected overspend of £0.041m due largely to agency costs and to income projections being lower than expected.
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Variation to June's Forecast £0.000m	Recruitment and agency costs will continue to be managed closely having regard to future income expectations.
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Growth & Economy

Variation (£0.090m) Underspend	The additional 2023/24 UK Shared Prosperity Funding allocations have allowed the service to make mitigating cuts to the service budget to support the pressures reported elsewhere in the directorate. Postponement of the Economic Prosperity Strategy has also enabled some in year savings to be made.
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Variation to June's Forecast £0.010m	Reprofiling of staffing costs and service budgets to account for the focussing of resources on the grant funding allocation have driven the savings.
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Environmental

Variation £0.421m Overspend	The forecasted pressure of £0.421m within Environmental Services is primarily due to changes in the global market for recycled materials falling as recycling processing costs have increased. Commodity prices are currently very volatile and this could change during the year.
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Variation to June's Forecast £0.000m	Staffing pressures and agency costs have added a further pressure which are being closely monitored and managed.
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We hold monthly meetings with our recycling reprocessor and monitor individual commodity prices on a monthly basis.

The service is reviewing its staffing requirements to minimise fluctuations in resources in the waste service area.

Regulatory

Variation
£0.000m

Regulatory Services and Community Safety are forecasting a balanced outturn.

Variation to June's
Forecast
£0.000m

Executive Matters

Executive Matters is forecasting an underspend of (£0.008m) against the budget of (£3.695m), (-0.20%).

Interest

Variation
(£0.008m) underspend

Executive Matters are forecasting a minor underspend of (£0.008m).

Variation to June's
Forecast
(£0.000m)

Policy Contingency

Policy Contingency is forecasting on target against a budget of £5.068m, (0.00%)

Policy Contingency

Variation
£0.000m

Policy Contingency is forecasting to remain on budget at present.

Variation to June's
Forecast
£0.000m

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APPENDIX 3

Virement Summary

Virement Movement

This table shows the movement in Net Budget from June to July 2023.

Virements - Movement in Net Budget	£m
Directorate Net Budget - June 2023	19.410
Directorate Net Budget - July 2023	19.410
Movement	0.000

Breakdown of Movements	£m
Allocations from/to Reserves	
Other	
Total	£0.000

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APPENDIX 4

Funding for 2023/24

Specific Funding received since budget was set

Dept.	Grant Name	Funding
		£
DLUHC	Elections New Burdens	66,593
DLUHC	Homelessness Prevention Grant	508,605
DLUHC	Local Council Tax Support Scheme Grant	177,020
DLUHC	Domestic Abuse Grant	36,284
DLUHC	Tenant satisfaction measures new burdens	5,172
Home Office	Syrian Resettlement scheme	53,996
Home Office	Asylum seeker dispersal grant	210,750
Home Office	Afghan relocations and assistance policy	221,870
		1,280,290

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Agenda Item 8

Budget Planning Committee	
Work Programme 2023/2024	
Date	Agenda Items
31 October 2023	Performance, Finance and Risk Monitoring Report - Q2 - September 2023
	Work Programme Update
5 December 2023	2024/25 Budget Proposals - Revenue and Capital and Fees & Charges
	Work Programme Update
23 January 2024	Draft 2024/25 Capital and Investment Strategy
	Draft 2024/25 Reserves Strategy and Medium Term Reserves Plan
	Work Programme Update
5 March 2024	Performance, Finance and Risk Monitoring Report - Q3 - December 2023
	Work Programme Update

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