

# Cherwell District Council

## Executive

2 September 2019

### Monthly Performance, Risk and Finance Monitoring Report – July 2019

#### Report of Executive Director: Finance (Interim) and Assistant Director: Performance and Transformation

This report is public

#### Purpose of report

This report summarises the Council's Performance, Risk and Finance monitoring position as at the end of each month.

#### 1.0 Recommendations

The Executive is recommended:

- 1.1 To note the monthly Performance, Risk and Finance Monitoring Report.

#### 2.0 Introduction

- 2.1 The Council is committed to performance, risk and budget management and reviews progress against its corporate priorities on a monthly basis.
- 2.2 This report provides an update on progress made so far in 2019-20 to deliver the Council's priorities through reporting on Performance, the Leadership Risk Register and providing an update on the financial position.
- 2.3 The Council's performance management framework sets out the key actions, projects and programmes of work that contribute to the delivery of the 2019-20 business plan and the priorities of the Council. These measures and key performance indicators are reported on a monthly basis to highlight progress, identify areas of good performance and actions that have been taken to address underperformance or delays.
- 2.4 The Council maintains a Leadership Risk Register that is reviewed on a monthly basis. The latest available version of the risk register at the date this report is published is included in this report.

2.5 The Report details section is split into three parts:

- Performance Update
- Leadership Risk Register Update
- Finance Update

2.6 There are four appendices to this report:

- Appendix 1 - 2019/20 Business Plan
- Appendix 2 - Monthly Performance Report
- Appendix 3 - Leadership Risk Register
- Appendix 4 - Capital

### 3.0 Report Details




#### Performance Update

3.1 The Council's performance management framework sets out the key actions, projects and programmes of work that contribute to the delivery of the 2019-20 business plan (see Appendix 1) and the priorities of the Council.

3.2 The 2019-20 business plan set out three strategic priorities:

- Clean, Green and Safe.
- Thriving Communities and Wellbeing.
- District of Opportunity and Growth.

3.3 This report provides a summary of the Council's performance in delivering against each strategic priority. To measure performance a 'traffic light' system is used. Where performance is on or ahead of target it is rated green, where performance is slightly behind the target it is rated amber. A red rating indicated performance is off target.

Colour	Symbol	Meaning for Business Plan Measures	Meaning for Key Performance Measures (KPIs)
Red		Significantly behind schedule	Worse than target by more than 10%.
Amber		Slightly behind schedule	Worse than target by up to 10%.
Green		Delivering to plan / Ahead of target	Delivering to target or ahead of it.

#### Priority: Clean, Green and Safe.

3.4 The Council is committed to protecting the natural environment and ensuring the character of the district is preserved and enhanced. Our commitment included working to ensure the district has high standards of environmental cleanliness and greater waste and recycling services. Maintaining the district as a low crime area is another key part of this priority and the Council is committed to working in partnership to deliver against this objective.

### 3.5 Overview of our performance against this strategic priority:



**Neighbourhood blitz** event in Southwold took place including an operation covering around 300 properties to improve recycling material quality and raise awareness amongst households of the correct materials to recycle.

**Supporting Community Safety and reducing ASB** reported The Community Safety team arranged and carried out a Joint 'Teacher Training Day' with Thames Valley Police to equip years 6 and 7 Teachers with the tools, knowledge and confidence to deliver lessons on knife crime, exploitation, drugs and the Criminal Justice System. 65 people attended representing 25 Cherwell schools.



They also supported and attended a multi-agency gang awareness training day funded by the Police and Crime Commissioners Office to help address the problem of county drug lines.

### Priority: Thriving Communities and Wellbeing

3.6 The Council is committed to supporting our communities to thrive and to promoting the wellbeing of our residents. This priority includes supporting health and wellbeing, improving leisure facilities and delivering leisure activities and working in partnership with voluntary organisations to deliver services in a manner that safeguards children, young people and vulnerable adults. Another key aspect of this priority is preventing homelessness, the delivery of affordable housing and improving the condition of residential properties.

Overview of our performance against this strategic priority:

**Homes improved through enforcement action** is reporting Green for July and Red for Year to Date, an improvement since June. Enforcement action to address unsatisfactory conditions was completed in 11 homes in July. 55 affordable homes completed, comprising 24 affordable rent and 31 shared ownership tenure units against the target of 32.



**Average time taken to process Housing Benefit new claims** is reporting as Amber for July and Green for YTD, only missing this periods target by .04. Changes in the New claims team personnel, resulted in work being reassigned and despite their hard work unfortunately the team just missed the average processing days target of 15 days. With

new officers now in the team we expect that average processing times to return to within target from August.

**Average time taken to process Housing Benefit change events** is reporting Green for July and Green Year to Date, an improvement since June. The automation of electronic records received for the majority of customers in receipt of Universal Credit has had a very positive impact on the average processing time for change events.



**Number of visits of District Leisure Centres** is reporting Amber for July and for Year to Date. Throughputs across the Leisure Centres were down against the same period last year by circa 9,500. This can be attributed to the closure of Spiceball Swimming Pools. On the whole participation against the previous year was encouraging with Bicester LC, Kidlington and

Gosford LC, Stratfield Brake and North Oxfordshire Academy showing an increase. The most significant increase was at Whitelands with an increase of circa 11,000. With the Spiceball Swimming Pool re-opening in August it is expected there will be some further recovery in the autumn.

**Improve Leisure facilities & community facilities** has seen the completion of the works to Spiceball Leisure Centre main pool being completed on time, whilst the works to the learner pool have overrun by one week. Swimming lessons were diverted to Woodgreen Outdoor Pool as much as possible to minimise disruption for learners. The pool has been available for public swimming throughout this period too. The fencing project at Cooper Sports Facility is expected to run to schedule and be available prior to the schools starting the autumn term.



Priority: District of Opportunity and Growth

- 3.8 The Council is committed to developing the local economy, promoting inward investment and delivering sustainable growth. This priority also contributes towards making great places to live, work, visit and invest through economic development and working in partnership to deliver strategic transport infrastructure projects.
- 3.9 Overview of our performance against this strategic priority:

**Delivery of the local plan** is slightly behind schedule. The Partial Review of the Local Plan (which seeks to help Oxford with its unmet housing need) is being independently examined. On 10 July 2019, the appointed Planning Inspector gave his preliminary views. While he is content with the Plan's overall strategy he has recommended the deletion of a proposed strategic housing allocation (land to the south east of Woodstock) and requested additional work for the re-distribution of the affected 410

homes. Officers are working to prepare 'Main Modifications' which will be consulted upon before formal submission to the Inspector at the end of the year.

The Oxfordshire authorities continue to work jointly on an Oxfordshire wide plan which in due course will inform the overall review of the adopted Cherwell Local Plan. Preparatory work for the review of the adopted Plan commenced in Spring 2019 but has had to be paused while officers return to work on the Partial Review.



**Promoting Healthy Place making** - Sport England's proposed investment to scale healthy place shaping is currently going through their internal due diligence processes; we look forward to completing this process by the end of August. Support from all District Councils in OXFORDSHIRE has been confirmed. First meeting of county wide evaluation advisory group to evaluate the

impact of Healthy Place Shaping held on 11 July. Members of this group include representatives from Sport England, the Kings Fund and the Health Foundation as well as representatives from each of Oxfordshire's District Councils. Two Project Officers recruited; due to commence work by early September. Local events supported include Bicester Bike Day held on 20 July to promote cycling for leisure and active travel - attracted over 100 people. Stand at Kidlington Gala on 13 July attracted considerable interest from residents and local community groups and will assist planning for a Healthy Kidlington programme.

**Promote the district as a tourist destination** reports the first Banbury Dance Festival was very successful – events were held in Market Place, Castle Quay & Banbury Museum with a total audience of more than 1500 over the two days. We continue with activities to increase the volume (numbers of jobs and visitors) and value of the Visitor Economy through on-going contract management of the Banbury and Bicester Visitor Information Centres, engaging as members of and through regular liaison with Experience Oxfordshire to promote Cherwell as a visitor destination. Attended Experience Oxfordshire's annual ambassador event to represent Cherwell's interests.



### Summary of Performance

- 3.10 The Council reports on performance against 21 business plan measures and 15 key performance indicators on a monthly basis. The full details, including commentary against each measure and key performance indicator can be found in Appendix 2.

<b>Business Plan Measures and Key Performance Indicators (36)</b>					
<b>Status</b>	<b>Description</b>	<b>July</b>	<b>%</b>	<b>YTD</b>	<b>%</b>
Green	On target	30	83%	30	83%
Amber	Slightly off target	6	17%	5	14%
Red	Off target	0	%	1	3%

### 3.11 Spotlight on: Democratic and Elections



The work of the Democratic and Elections Team falls under three main headings: firstly, by supporting the democratic decision-making process, supporting the committees of the Council and by keeping the Council's decision-making machinery working efficiently. Secondly, we support the

elections process by delivering legally robust elections and referenda at a European, national and local level in support of the Returning Officer and in line with legislation and the statutory deadlines. Thirdly, we manage the electoral registration process by maintaining and updating the register of electors to ensure an accurate electoral register for the district on behalf of the Electoral Registration Officer.

#### **Democratic**

“The perfect democratic services officer requires to possess the foresight of Old Moore, the accuracy of an adding machine; the judgement of Solomon; the patience of Job; the memory of an elephant; the coolness and tact of a high ranking diplomat; and the literary skill of Bernard Shaw!” Whilst this was published many years ago in a manual under the auspices of the former Society of Clerks of Urban District Councils, it still fits today.

The democratic work of the Team involves servicing and supporting the decision making and scrutiny processes of the Council, including the provision of legal and procedural advice to Elected Members in their decision taking capacities and to officers and members of the public on the decision-making process. The Team support the formal Council and committee meeting cycle, including scheduling, agenda planning and production, production of decision notices and minutes, ensuring that legislation and the Constitution is adhered to, providing advice and recommendations where required and taking the necessary action in liaison with leading members and senior officers.

The Team also provides support to elected Members through the Member induction process, arranging training events, seminars and briefings and the processing of mileage and expense claims, register of interest forms. An exciting project that the Team are working on with IT colleagues is the development of a Members' Portal. Exclusively accessible to Cherwell Councillors, the Portal will provide a wealth of information and resources for Members to access at their convenience to support them in their roles. It is anticipated the Portal will go live in the late autumn.

#### **Electoral Registration**

The Electoral Register lists the names and addresses of everyone who is registered to vote and is used for electoral purposes, and other limited purposes specified in law, such as detecting crime (e.g. fraud), calling people for Jury Service or checking credit applications.

It is a common misconception that paying council tax means an individual is on the electoral register. The council tax register may show the names of the owners and not necessarily the residents of the properties. For this reason, together with legal restrictions, it is not permitted to take names from the council tax register and put them on the electoral register and vice versa.

2014 saw the biggest change to voter registration in 100 years with the introduction of Individual Electoral Registration (IER) in 2014 which gave individuals control and responsibility over their own registration. Each person is required to register to vote

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<sup>1</sup> Quoted in Knowles on Local Authority Meetings, A Manual of Law and Practice Sixth Edition, 2012, ICSA publishing, Deborah Upton with Stephen P. Taylor, p.112

individually rather than by household and must provide identifying information, such as a date of birth and national insurance number.

As the Electoral Register is the basis of UK democracy and the accuracy of the register is extremely important, the Council has a statutory duty to carry out an Annual Canvass in the autumn each year as a confirmation exercise to maintain and update the Electoral register. A fully revised version of the Electoral Register is published by 1 December each year taking account of all changes notified during the Annual Canvass.

People can apply to be added to or removed the register or change their details at any time of the year, for example, if they move house or change their name. Those applying for registration or making changes under the “rolling registration” process (between December and August each year) are included on the notice of alteration which is published around the 1<sup>st</sup> of the month following approval of their application.

A major challenge for the team in 2020 will be implementing the changes to the Annual Canvass process. In 202 the way in which the Annual Canvass is conducted is being transformed in order to reduce the administrative burden on Electoral Registration Officers and Electoral Services Teams and make the process simpler and clearer for citizens.

## Elections



Although elections often take place on one day in the year the preparation involved take much longer.

Working on behalf of the Returning Officer (RO), the Democratic and Elections team deliver the known, scheduled elections, and unknown, unscheduled elections and referenda, on a local, national and European level. No matter how big or small the election and electorate, whether a snap General Election or a Parish Council by-election, all are treated and run in the same way albeit on differing scales and with differing resource requirements as the statutory timetable and legislative requirements must be adhered for all elections. The RO and Team have no discretion to amend statutory deadlines.

In Cherwell, the Team is involved in elections every year. District elections are held three years out of four, with a third of councillors (one per district ward) due for election each year and a third of Parish Councils having scheduled elections alongside the district elections. In the fourth year, elections for councillors to Oxfordshire County Council are held and the Team runs these in the Cherwell area on behalf of the County Council. The Team also delivers national elections working to a regional Returning Officer for Parliamentary Elections, Police and Crime Commissioner Elections and European Parliamentary Elections.

Running scheduled elections is a massive project that receives corporate wide support. Planning begins at least six months in advance of polling day with the Team booking venues, liaising with printers, recruiting staff (around 300 staff are required to work across polling day and on the verification and count), stocktaking equipment, preparing information for candidates, agents and parishes and the work increases the closer polling day gets.

Unscheduled elections don't allow the luxury of a lengthy planning period and the Team needs to act immediately as was the case for the snap General Election in 2017 and more recently, the European Parliamentary Elections, which the Government only confirmed would definitely take place on registration deadline day. A project plan with all necessary

activities is populated with the statutory and internal deadlines to ensure that a legally robust election will be delivered. It seems an impossible task, but with the dedication of the Team working long and unsocial hours and with corporate wide support, the impossible is achieved and registration and postal or proxy applications are processed, poll cards and postal votes are delivered, venues booked, staff appointed and trained, ballot boxes filled and collected, polling stations opened and electors vote on polling day, with filled ballot boxes, paperwork and equipment returned, ballot boxes verified, ballot papers counted and results declared.

For any election or referendum, the work does not stop when the results are declared as staff and venues need to be paid, equipment stored, a post-project review undertaken to inform planning for the whatever is coming next. The Team is also responsible for carrying out electoral and boundary reviews, community governance reviews and polling place reviews which need to be in time to comply with legislation and ensure implementation at the appropriate time of the elections cycle.

Covering both the democratic and elections functions, the Team provides support to Town/Parish Councils with regards vacancies, running scheduled and non-scheduled by-elections and dealing with code of conduct queries and register of interest forms (the CDC Monitoring Officer has a statutory duty to publish these for parishes).

### **Risk Update**

- 3.12 The Council maintains a Leadership Risk Register that is reviewed on a monthly basis. The latest available version of the risk register at the date this report is published is included in this report.
  
- 3.13 The heat map below shows the overall position of all risks contained within the Leadership Risk Register.

<b>Risk Scorecard – Residual Risks</b>						
		<b>Probability</b>				
		<b>1 - Remote</b>	<b>2 - Unlikely</b>	<b>3 - Possible</b>	<b>4 - Probable</b>	<b>5 - Highly Probable</b>
<b>Impact</b>	<b>5 - Catastrophic</b>			L09		
	<b>4 - Major</b>		L10 & L12	L07 & L11		
	<b>3 - Moderate</b>			L01, L02, L04, L05, L14	L03, L08 & L15	L13
	<b>2 - Minor</b>					
	<b>1 - Insignificant</b>					

- 3.14 The table below provides an overview of changes made to the Leadership Risk Register during the past month. Any significant changes since the publication of the report will be reported verbally at the meeting.



Leadership Risk	Score	Direction	Latest Update
<b>L01</b> Financial Resilience	9 Low risk	↔	Risk Reviewed 06/08 – Description, controls, risk manager, mitigating actions & comments updated.
<b>L02</b> Statutory functions	9 Low risk	↔	Risk Reviewed 17/07 – No changes.
<b>L03</b> Lack of Organisational Capacity	12 Medium risk	↔	Risk Reviewed 12/08 – Comments updated.
<b>L04</b> CDC Local Plan	9 Low risk	↔	Risk Reviewed 09/08 – No changes.
<b>L05</b> Business Continuity	9 Low risk	↔	Risk Reviewed 07/08 – Comments updated.
<b>L06</b> Partnering	<del>12 Medium risk</del>		REMOVED
<b>L07</b> Emergency Planning	12 Medium risk	↔	Risk Reviewed 07/08 – Comments updated.
<b>L08</b> Health & Safety	12 Medium risk	↔	Risk Reviewed 06/08 – Mitigating actions updated.
<b>L09</b> Cyber Security	15 Medium risk	↔	Risk Reviewed 02/08 – Mitigating actions updated.
<b>L10</b> Safeguarding the Vulnerable	12 Medium risk	↑	Risk Reviewed 17/07 – Controls, scoring and comments updated.
<b>L11</b> Sustainability of Council owned companies and delivery of planned financial and other objectives.	12 Medium risk	↔	Risk Reviewed 06/08 – Description, controls, risk manager, mitigating actions & comments updated.
<b>L12</b> Financial sustainability of third-party suppliers including contractors and other partners	8 Low risk	↔	Risk Reviewed 06/08 – Controls, risk manager & comments updated.
<b>L13</b> Separation and Joint Working	15 Medium risk	↔	Risk Review completed 12/08 – Comments updated.
<b>L14</b> Corporate Governance	9 Low risk	↔	Risk Review completed 17/07 – No changes.
<b>L15</b> Oxfordshire Growth Deal	12 Medium risk	↔	Risk Review completed 05/08 – No changes.

The full Leadership Risk Register update can be found in Appendix 3. There is one score change for July, further detail can be found in Appendix 3.

## Finance Update (Revenue and Capital)

### Revenue Position

- 3.15 The Council has comprehensively reviewed and updated its forecast financial position for the period up to the end of July as set out in the tables and information below. This has included a review across the directorates, alongside a review of the various funding aspects of the Council's budgets, providing an overview of the Council's forecasts. The overall projected position has improved to an overall small overspend of £68k across the directorates and an underspend on the Council's funding of £1.001m, leading to an overall forecast underspend of £0.933m. The review of funding has identified that the active treasury management of investments and borrowing through the use of beneficial interest rates has provided some one off underspends alongside some additional commercial rental income that will be ringfenced to those schemes, such as Castle Quay. There have been some significant movements across the directorate budgets, requiring careful active management to reduce overspends in some areas and consider the long and medium

term impacts in others. It is vital that managers continue to actively manage their budgets and also utilise the comprehensive information available to them as they develop their budget plans for 2020/21 and beyond.

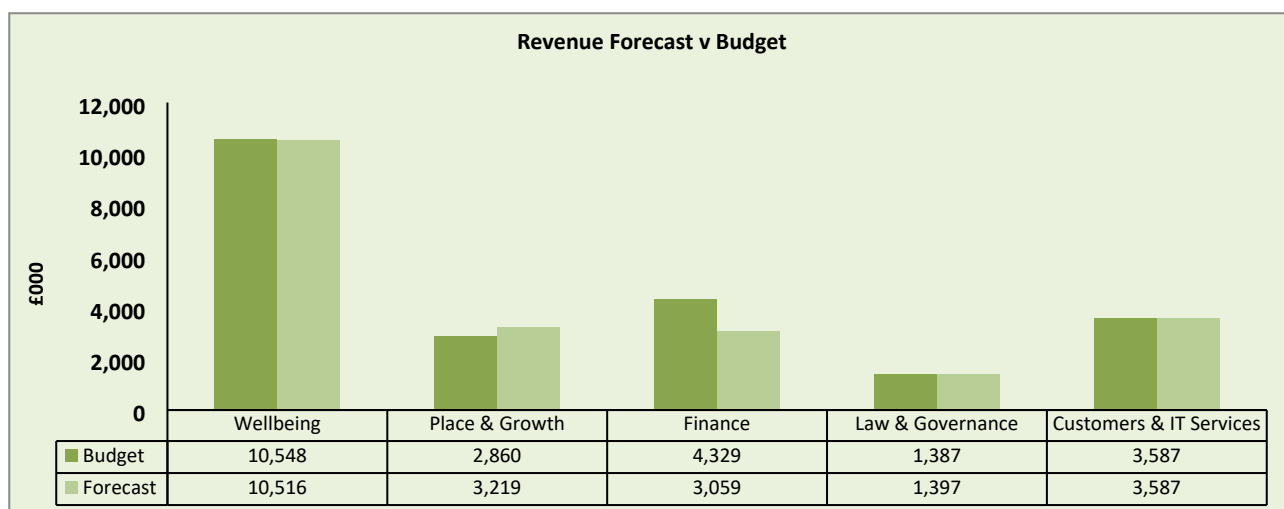
3.16 For more detail on the movements across all budgets please see the table below showing the main reasons for the variances in 2019/20.

Revenue Monitoring <i>(Brackets denotes an Underspend)</i>	Budget £000	Forecast £000	Current Month Variances £000	Prior Month Variances £000
Communities	1,685	1,718	33	0
Leisure & Sport	791	776	(15)	(35)
Housing	2,047	1,987	(60)	(28)
Environmental Services	4,972	5,062	90	90
Environmental Health & Licensing	1,053	973	(80)	(50)
<b>WELLBEING TOTAL</b>	<b>10,548</b>	<b>10,516</b>	<b>(32)</b>	<b>(23)</b>
<p><b>Communities: £33k overspend</b> on salaries due to changes in service delivery (including recharges)  <b>Housing: (£60k)</b> underspend due to salary savings as a result of changes in structure.  <b>Environmental Services: £90k</b> Gate fee increase to £8 per tonne amounting to £90k, savings of (£35k) on salaries offset by restructuring costs of £35k.  <b>Environmental Health &amp; Licensing: (£80k)</b> Salary savings due to changes in structure and vacancies.</p>				
Planning Policy & Development	1,447	1,714	267	83
Economy & Regeneration	1,758	1,800	42	100
Build! Programme	(345)	(295)	50	150
<b>PLACE &amp; GROWTH TOTAL</b>	<b>2,860</b>	<b>3,219</b>	<b>359</b>	<b>333</b>
<p><b>Planning Policy &amp; Development: £83k</b> relating to agency costs. £180k under recovery of planning fee income  <b>Economy &amp; Regeneration: £42k</b> which includes consultancy costs  <b>Build! Programme: £50k</b> under recovery of income due to a delay in Hope Close shared Ownership scheme</p>				
Finance	2,860	2,841	(19)	0
Property	(940)	(1,190)	(250)	0
<b>Finance Total</b>	<b>1,920</b>	<b>1,651</b>	<b>(269)</b>	<b>0</b>
<p><b>Property: £250k</b> due to new security contract, underspends on maintenance and vacancies, currently assessing the medium term impact of these changes.  <b>Note:</b> additional income for Castle Quay is ringfenced directly to that scheme as part of the agreement and the additional income from Tramway, which is uncertain at this stage will be prudently transferred directly to reserves, whilst the medium term is fully assessed.</p>				
Law & Governance	1,387	1,397	10	(10)
<b>Law &amp; Governance Total</b>	<b>1,387</b>	<b>1,397</b>	<b>10</b>	<b>(10)</b>
<p><b>Law &amp; Governance: - Overspend in District Elections</b> largely offset by staffing recharges</p>				
Customers & IT services	1,903	1,903	-	0

Strategic Marketing & Communications	391	391	-	0
HR, OD & Payroll	730	730	-	0
Performance & Transformation	457	457	-	0
Corporate Services	106	106	-	0
<b>CUSTOMERS &amp; IT SERVICES TOTAL</b>	<b>3,587</b>	<b>3,587</b>	<b>0</b>	<b>0</b>
<b>TOTAL DIRECTORATES</b>	<b>20,302</b>	<b>20,370</b>	<b>68</b>	<b>300</b>
Investment Costs	2,955	2,609	(346)	-
Interest Receivable	(563)	(643)	(80)	(82)
Interest from Graven Hill	(2,593)	(3,168)	(575)	-
Pension Costs	237	237	-	-
Appropriations For Transfer To Reserves	4,402	4,402	-	-
Appropriations For Transfer From Reserve	(3,529)	(3,529)	-	-
Capital Charges	1,500	1,500	-	-
<b>EXECUTIVE MATTERS TOTAL</b>	<b>2,409</b>	<b>1,408</b>	<b>(1,001)</b>	<b>(82)</b>
<b>Treasury Management</b> - active management has resulted in beneficial interest rates and slower levels of borrowing significantly improving forecasted position. The medium-term impact is currently being assessed as part of budget setting. <i>Interest Receivable: (£80k) due to new loan given to Crown House.</i>				
<b>COST OF SERVICES</b>	<b>22,711</b>	<b>21,778</b>	<b>(933)</b>	<b>218</b>

<b>Funding</b> <i>(Brackets denotes an Underspend)</i>	<b>Budget £000</b>	<b>Forecast £000</b>	<b>Current Month Variances £000</b>	<b>Prior Month Variances £000</b>
Business Rates Retention	(10,760)	(10,760)	-	-
Revenue Support Grant	(114)	(114)	-	-
Transfer to parish Councils for CTRS	349	349	-	-
Transition Grant	0	0	-	-
<b>FORMULA GRANT EQUIVALENT</b>	<b>(10,525)</b>	<b>(10,525)</b>	<b>-</b>	<b>-</b>
New Homes Bonus	(5,087)	(5,087)	-	-
<b>GRANTS AWARDED TOTAL</b>	<b>(5,087)</b>	<b>(5,087)</b>	<b>-</b>	<b>-</b>
Council Tax	(6,923)	(6,923)	-	-
Collection Fund	(176)	(176)	-	-
<b>COUNCIL TAX INCOME TOTAL</b>	<b>(7,099)</b>	<b>(7,099)</b>	<b>-</b>	<b>-</b>
<b>TOTAL INCOME</b>	<b>(22,711)</b>	<b>(22,711)</b>	<b>-</b>	<b>-</b>
<b>Reserve management</b>			<b>0</b>	
<b>(Surplus)/Deficit</b>			<b>(933)</b>	<b>218</b>

3.17 The graph below shows the overall variance by Directorate and compares the budget to the forecast end of year position.



## Capital Programme

- 3.18 A summary of the capital programme is set out in the table below. The detailed Capital programme is shown in the appendices to this report.
- 3.19 The budget for 2019/20 is £93m. Overall, we are projecting an underspend in year by (£5.065m) which has increased due to a delay and slippage with the start of the Castle Quay project.

Directorate	Budget £000	Forecast £000	Re-profiled beyond 2019/20 £000	Current Period Variances £000	Prior Period Variances £000
Wellbeing, Environmental & Regulatory	5,270	4,608	30	(632)	(668)
Place & Growth	30,155	29,855	0	(300)	0
Customers & Service Development	831	835	0	4	0
Finance Services	56,673	52,569	0	(4,104)	(28)
<b>Total</b>	<b>92,929</b>	<b>87,867</b>	<b>30</b>	<b>(5,032)</b>	<b>(696)</b>

### Current Period Variances:

**Wellbeing, Environmental & Regulatory Services: (£632k)** budgets no longer required for Sunshine Centre (£21k), Biomass Heating Bicester Leisure Centre (£14k), Solar Photovoltaics at Sports Centre (£80k), Discretionary Grants Domestic Properties (£546k), Glass Recycling Bank spend not budgeted for £7k, and potential overspend of £21k on vehicle replacement programme.

**Finance and Property: £4.104m** relating to New E-tendering Portal for Procurement no longer required (£30k), Tramway site small additional works required amounting to £15k and (£22k) Retained Land budget no longer required and reprofiling Castle Quay1 of £3.6m into 20/21.

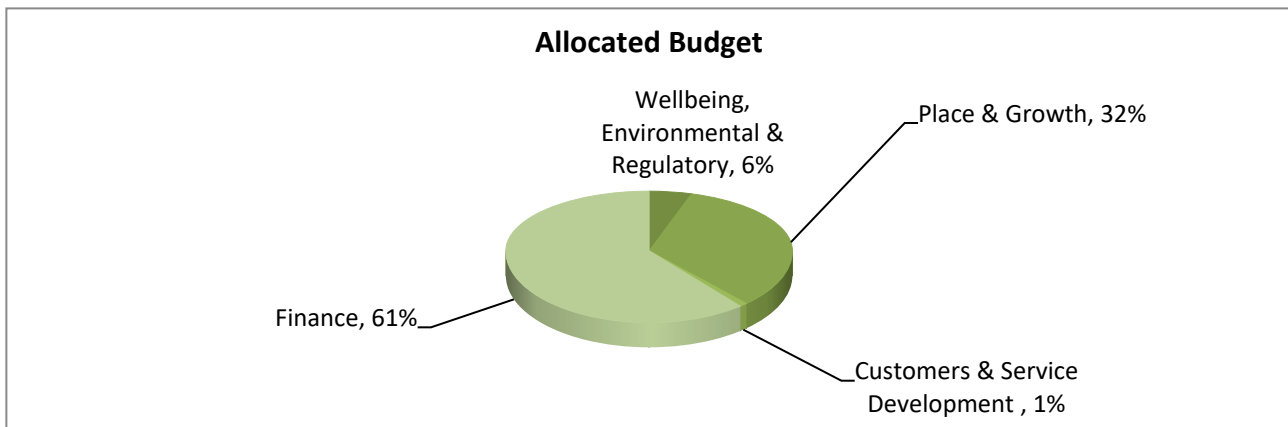
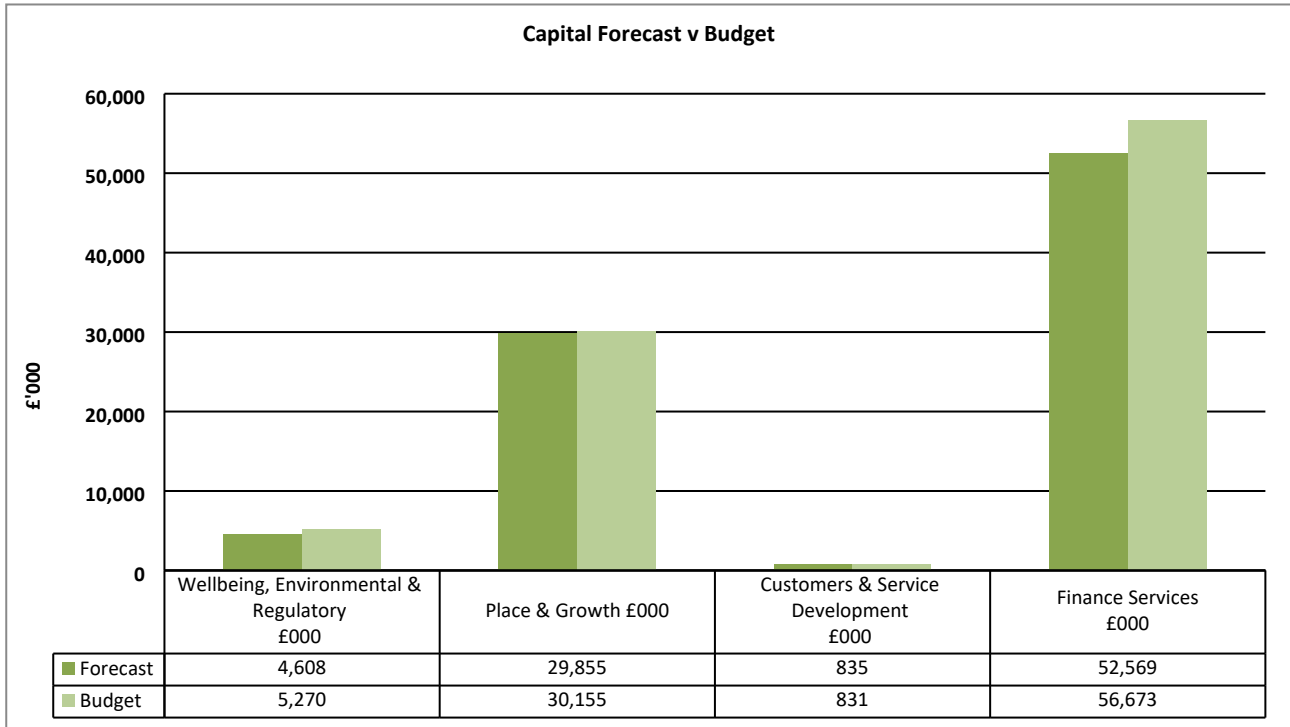
### Re-profile beyond 2019/20:

**Wellbeing, Environmental & Regulatory Services:**

**£30k Spiceball Leisure Centre Bridge Resurfacing is part of the CQ2 project. Could potentially roll into 2020/21.**

**Finance** – refurbishment of the ventilation system, at Banbury Health Centre £153k reprofiled into 20/21.

**Property** – £310k made up of reprofiled asbestos, work from compliance surveys and feasibility studies and reprofiling Castle Quay1 of **£3.6m** into 20/21.



## 4.0 Conclusion and Reasons for Recommendations

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

## 5.0 Consultation

5.1 This report sets out performance, risk and budgetary information from the previous month and as such no formal consultation on the content or recommendations is required.

## 6.0 Alternative Options and Reasons for Rejection

- 6.1 The following alternative options have been identified and rejected for the reasons as set out below.

Option 1: This report illustrates the Council's performance against the 2019-20 business plan. As this is a monitoring report, no further options have been considered. However, members may wish to request that officers provide additional information.

## 7.0 Implications

### Financial and Resource Implications

- 7.1 Financial implications are detailed within section 3.15 to 3.19 of this report.

Comments checked by:

Adele Taylor, Executive Director Finance (Interim)

[Adele.taylor@cherwell-dc.gov.uk](mailto:Adele.taylor@cherwell-dc.gov.uk), 0300 003 0103

### Legal Implications

- 7.2 There are no legal implications from this report.

Comments checked by:

Nick Graham, Director: Law and Governance,

[Nick.Graham@cherwell-dc.gov.uk](mailto:Nick.Graham@cherwell-dc.gov.uk)

### Risk management

- 7.3 This report contains a full update with regards to the Council's risk position at the end of the previous month. A risk management strategy is in place and the risk register has been fully reviewed.

Comments checked by:

Louise Tustian, Acting Communications and Performance Manager,

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## 8.0 Decision Information

### Key Decision

**Financial Threshold Met: No**

**Community Impact Threshold Met: No**

### Wards Affected

All

## Links to Corporate Plan and Policy Framework

All

### Lead Councillors –

Councillor Richard Mould – Lead member for Performance Management

Councillor Tony Illott – Lead member for Finance and Governance

### Document Information

Appendix No	Title
Appendix 1	2019/20 Business Plan
Appendix 2	Monthly Performance Report
Appendix 3	Leadership Risk Register
Appendix 4	Capital
<b>Background Papers</b>	
None	
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