

**Cherwell District Council**  
**Budget Planning Committee**

**25 September 2018**

<b>Monthly Performance, Risk and Finance Monitoring Report – July 2018</b>
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**Report of the Assistant Director – Finance and Procurement**

This report is public

**Purpose of report**

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

**1.0 Recommendations**

- 1.1 To note the contents of the report.

**2.0 Introduction**

- 2.1 The Council is committed to performance, risk and financial monitoring reviews on a monthly basis. This demonstrates an improvement from previous years where reporting has been quarterly.
- 2.2 Regular reporting is extremely important and we are committed to improving this during 2018/19. The committee will be able to provide input into the way the reporting develops further during the year.

**3.0 Report Details**

- 3.1 The frequency of information is being improved during 2018/19. We have introduced monthly monitoring and reporting across the organisation. This improvement in reporting regularity will provide budget managers, senior leadership and members with more up to date information regarding the financial position and outlook for the Council.
- 3.2 The finance team has aligned itself with the business areas to provide better support, consistency and continuity of advice moving forward across both revenue and capital budgets in addition to monitoring any over funding levels.
- 3.3 The organisation is developing its monitoring and forecasting process and working closely with managers across the Council. The Council is currently forecasting a revenue overspend of £409k.

This relates to: -

- Environmental Services overspend of £105k has arisen from agency staff costs due to sickness.
- Finance and Procurement overspend of £120k relates to additional interim staff and resource required to support the production of the Statement of Accounts and support financial management improvements within Finance and Procurement.
- Property Investment and Contract Management overspend of £258k relates to the income due for Crown House that will not be realised in 2018/19 due to the delay in the project completion date.
- Planning Policy and Development overspend of £204k comprises of the under recovery of planning income of £170k, due to the volatility of the expected number of planning applications, there is an earmarked reserve to assist with managing this risk, additionally the cost of the Interim Executive Director of Place and Growth costs overspend of £34k
- The housing underspend of (£91k) relates to additional income, due to a change in legislation for this area.
- The Executive Matter Underspend of (£17k) relates to a reduction in pension costs.

3.4 The Council Capital Programme is currently forecasting an underspend of (£110k), this reduction is due to the Microsoft licensing agreement budget no longer being required.

3.5 The Council will continue to challenge its forecasts and highlight risk areas as soon as possible. We will monitor and review existing costs and income to identify any further savings and efficiencies which would support the Council in managing its current position.

## **4.0 Conclusions and Reasons for Recommendations**

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

## **5.0 Consultation**

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

## **6.0 Alternative Options and Reasons for Rejection**

6.1 This report sets out the performance against the 2018/19 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 There are no direct financial implications arising directly from the production of this report.

Comments checked by:

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### Legal Implications

- 7.2 There are no legal implications arising from this report.

Comments checked by:

James Doble, Assistant Director – Law and Governance  
01295 221587 [james.doble@cherwellsouthnorthants.gov.uk](mailto:james.doble@cherwellsouthnorthants.gov.uk)

### Risk Management

- 7.3 There are no risk management implications arising from this report.

Comments checked by: Hedd VaughanEvans

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## 8.0 Decision Information

### Wards Affected

All

### Links to Corporate Plan and Policy Framework

All

### Lead Councillor

Councillor Tony Illott, Portfolio Holder for Finance and Governance

### Document Information

Appendix No	Title
Annex 1	Executive Report, Monthly Performance, Risk and Finance Monitoring Report – July 2018
<b>Report Author</b>	Leanne Lock – Group Accountant
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