

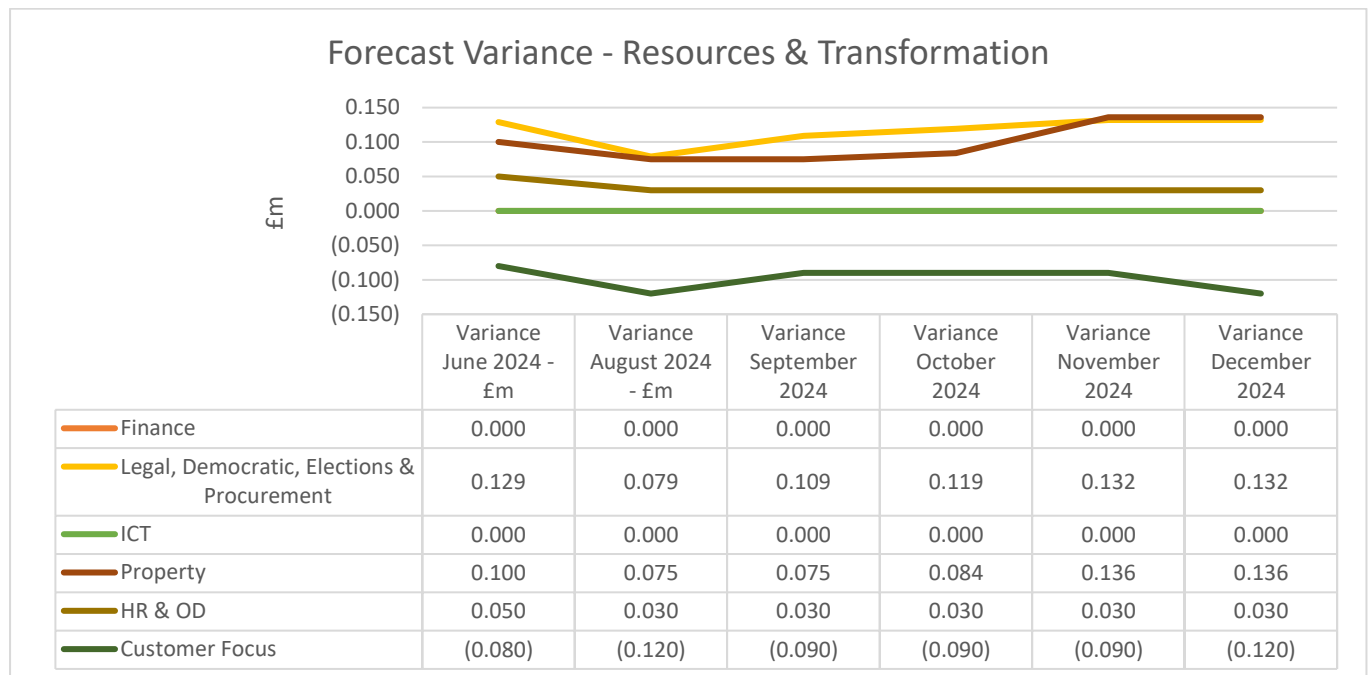
## Appendix 2 - Report Details – Additional Revenue narrative

### Resources & Transformation

#### Revenue:

Resources & Transformation are forecasting £0.178m overspend against a budget of £8.297m (2.1%).

The service is keeping spend tightly under control, with constant action being taken to mitigate against increased costs.




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#### Finance

Variation  
£0.000m

Finance is forecasting in line with budget.

Variation to  
November's Forecast  
£0.000m

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Legal, Democratic,  
Elections &  
Procurement

Variation  
£0.132m  
Overspend

There is a continued need to provide legal advice to officers and members in relation to litigation, information governance, planning and general case load. Most of the work in these areas is funded through engaging locum lawyers and other professional staff. The service is also covering maternity leave and case load accumulated due to key staff being on leave.

The Monitoring Officer is responsible for securing appropriate staff and suitable legal advice, investigating and reporting on anything the Council does that has the potential to be an illegal action or investigating and reporting on any action that might count as maladministration.

Variation to  
November's Forecast  
£0.000m

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ICT

Variation  
£0.000m overspend

IT are forecasting to be within budget with small overspends in supplies and services being offset by an underspend in salaries to be adjusted now that budgets are realigned for Digital and Innovation.

Variation to  
November's Forecast  
£0.000m

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Property

Variation  
£0.136m

The £0.136m overspend is due to the following: -  
£0.100m overspend at CQ remains unchanged and is due to void costs of holding vacant units and unscheduled necessary expenditure for car park lighting and other maintenance costs. Work to review contracts and market void units is continuing with the impact of reducing the overspend as the year progresses. There have been some

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positive movements achieved through the reduction of utility expenditure forecasts.

(£0.008m) underspend in Property because of an underspend due to vacancies that were not filled until November, admin charges generating an income, improved income from rent reviews and lease renewals and reduced repair and maintenance costs. This underspend has been largely offset by an overspend in repair and maintenance across the service

£0.044m overspend in car parks (due to various small overspends across the service, including electricity and insurance expenses)

Variation to  
November's Forecast  
£0.000m

#### Customer Focus

Variation (£0.120m) underspend Customer Focus is forecasting an underspend of (£0.120m) at year end. The bulk of this underspend is from vacancies being held.

Variation to November's Forecast (£0.030m) Improvement in land charges income projection and recruitment to vacant posts postponed to Q4 24/25.

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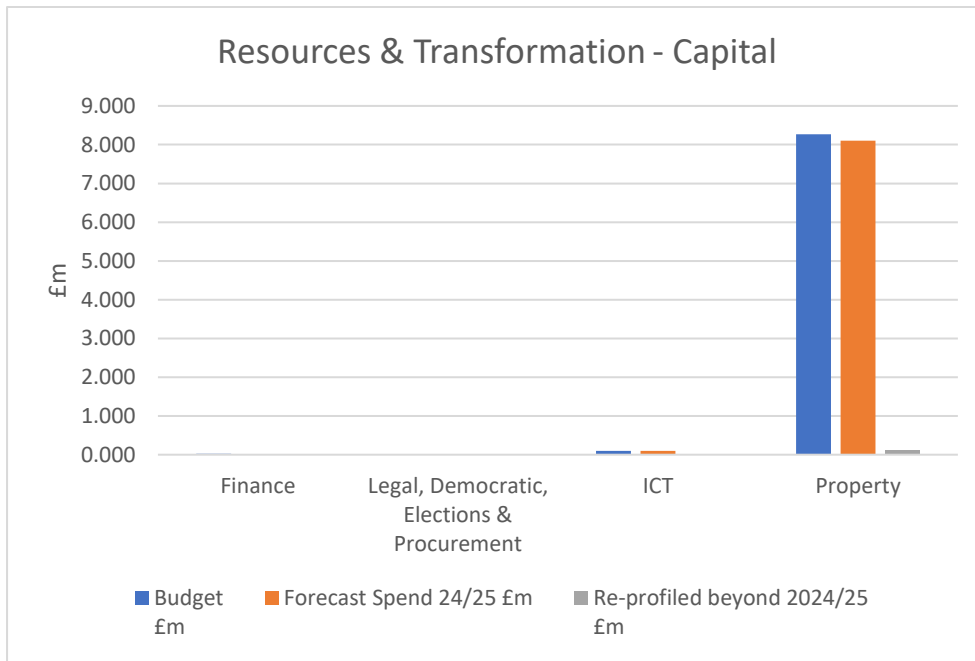
#### HR & OD

Variations £0.030m Overspend Implementation of the managed payroll system has proven more economical and offered more resilience than the in-house service, however there is an anticipated overspend of £0.050m as a result of the implementation which the service is looking to mitigate with efficiencies within the HR budget. The current forecast is £0.030m overspend.

Variation to  
November's Forecast  
(£0.000m)

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**Capital:**



Service	Budget £m	Forecast Spend 24/25 £m	Re- profiled beyond 2024/25 £m	Variance to Budget £m	Prior Month Variance to Budget £m
Finance	0.020	0.000	0.000	(0.020)	0.000
Legal, Democratic, Elections & Procurement	0.000	0.000	0.000	0.000	0.000
ICT	0.096	0.096	0.000	0.000	0.000
Property	8.271	8.099	0.105	(0.067)	(0.056)
<b>Total</b>	<b>8.387</b>	<b>8.195</b>	<b>0.105</b>	<b>(0.087)</b>	<b>(0.056)</b>

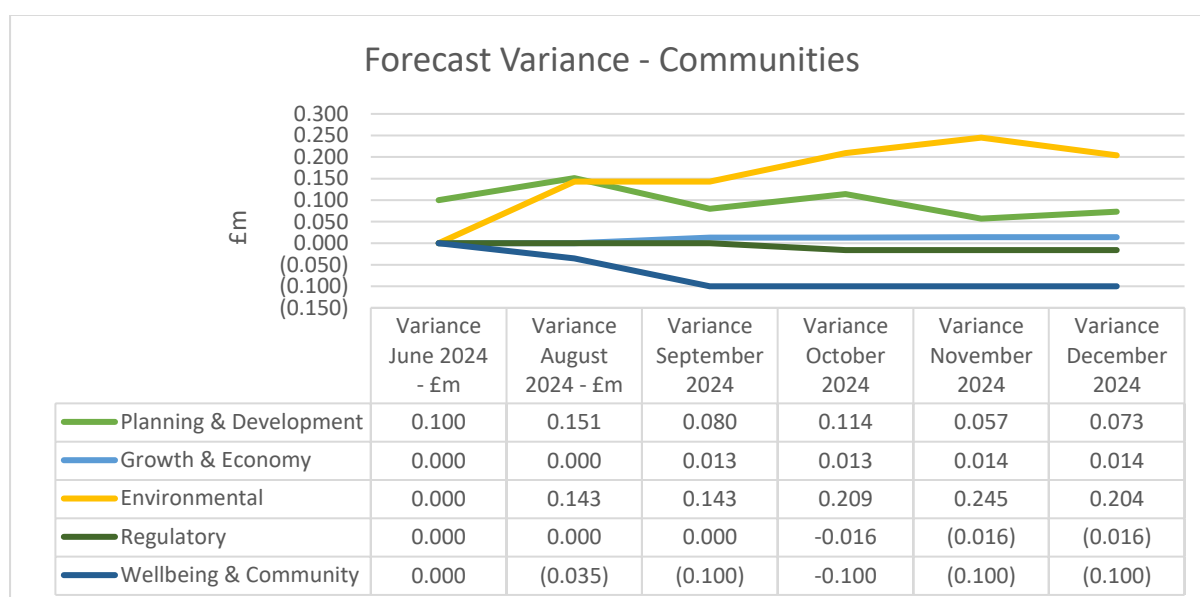
For detailed explanation and variances please see appendix 1.

## Communities

### Revenue:

Communities are forecasting a £0.175m overspend against a budget of £12.842m, (1.4%).

With a number of pressures emerging in the forecast to year end, the directorate leadership team has carried out a review of pressures and mitigations to contain across the Communities directorate in so far as possible. This has substantially reduced the forecast pressures to year end and will be closely monitored month by month to track progress and for any further changes.




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### **Planning & Development**

Variation  
£0.073m  
overspend

Planning and Development is forecasting an overspend of £0.073m.

Development management has a forecast overspend of £0.037m. This includes a lower forecast for planning application fees for the year but higher expected income from Planning Performance Agreements (PPAs).

Planning Policy, Conservation & Design is essentially forecasting to budget (an underspend of (£0.003m)).

Building Control is forecasting an overspend of £0.037m due mainly to lower income expectations and necessary agency costs.

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Variation to  
November's Forecast  
£0.016m

The main changes since last month are relating to consultancy costs in Planning Policy £0.020m and other small variances. Overall, the net change is £0.016m.  
There is active monitoring of costs relative to income to continue to put downward pressure on the forecast overspend.

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#### Growth & Economy

Variation  
£0.014m overspend

Growth and Economy are predicting a £0.014m overspend. Delivery continues in relation to the Shared Prosperity Funding commitments, alongside the Bicester Garden Town programme and work in Banbury. Additional temporary resource has been secured for the development of a programme for Kidlington and to provide interim project management capacity.

Variation to  
November's Forecast  
£0.000m

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#### Environmental

Variation  
£0.204m overspend

The forecasted pressure of £0.204m within Environmental Services is primarily due to staffing pressures and agency costs within Waste and Recycling, this is being closely monitored and managed.  
An overspend of £0.116m has arisen due to general vehicle maintenance expenses.

Variation to  
November's Forecast  
(£0.041m)

The on-month movement from November's reporting is primarily due to vehicle maintenance expenses.

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The request for the £0.200m transfer from market risk reserve to cover the gate fees overspend has now been actioned.

In addition to £0.026m increase in required vehicle repairs and equipment, £0.017m in employee costs; primarily an increase in agency staff and medical fees to cover long term sickness. An increase of £0.017m in disposal charges due to higher than anticipated tonnage collected.

A reduction in bulky waste income has been offset by an increase in recycling credits income and a reduction in fuel costs of (£0.010m) along with further small overspends across the service.

The service is looking at all options to mitigate the overspend including additional non-recruitment to vacant posts, close working with Human Resources regarding long term sickness, generating additional and progressing existing income streams and closer joint working and contracts with other Oxfordshire councils and the treatment of vehicle parts as stock.

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#### Regulatory

Variation  
(£0.016m) Underspend

Regulatory Services and Community Safety are forecasting a (£0.016m) underspend – this is due to savings in staffing costs as some posts remain unfilled following the department restructure.

Variation to  
November's Forecast  
£0.000

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#### Wellbeing & Housing

Variation  
(£0.100m) underspend

The services continue to actively manage pressures arising from operating front line services and flexing programme delivery, however pressures on finances are increasing on a range of activities but to date we have managed to contain them.

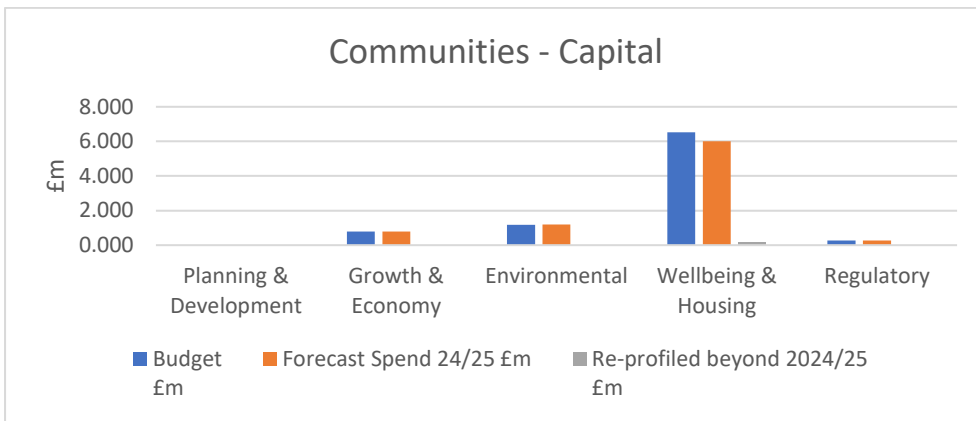
Variation to  
November's Forecast  
(£0.000m)

Pressures have been defrayed through operational efficiency and effective use of grants. Continued effort to redress these balances are being taken by rescheduling some activity and

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reducing developmental expenditure in core budgets.

**Capital:**

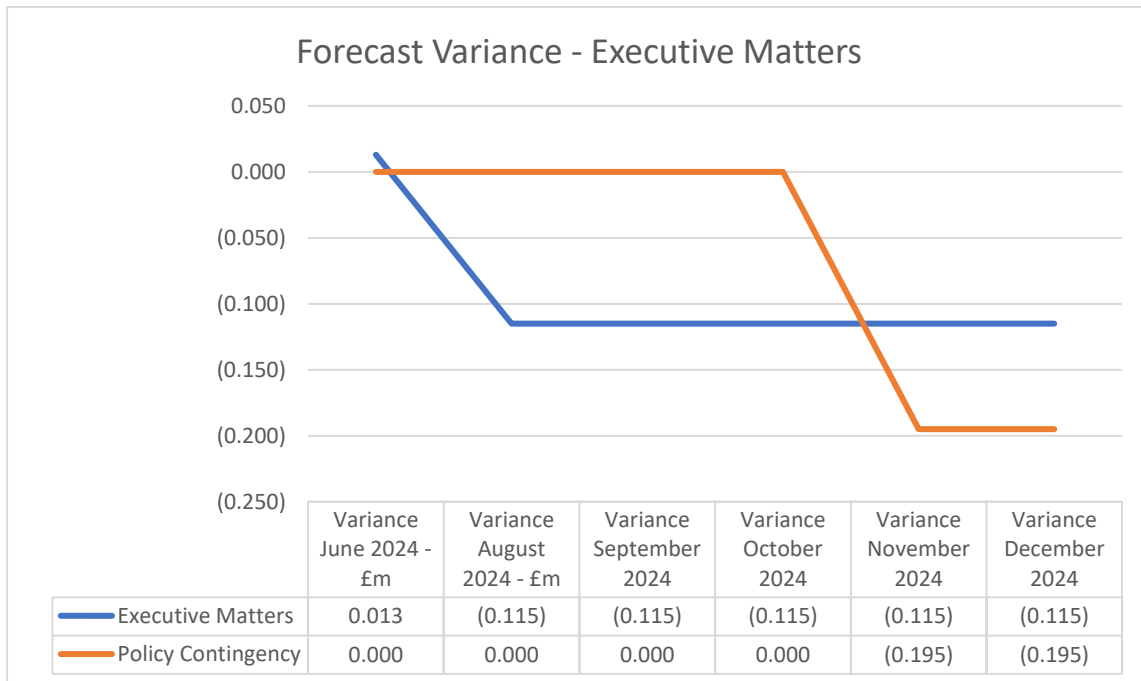


Service	Budget £m	Forecast Spend 24/25 £m	Re-profiled beyond 2024/25 £m	Variance to Budget £m	Prior Month Variance to Budget £m
Planning & Development	0.000	0.000	0.000	0.000	0.000
Growth & Economy	0.780	0.780	0.000	0.000	0.000
Environmental	1.185	1.189	0.000	0.004	0.004
Wellbeing & Housing	6.530	6.009	0.165	(0.356)	(0.356)
Regulatory	0.265	0.265	0.000	0.000	0.000
<b>Total</b>	<b>8.760</b>	<b>8.243</b>	<b>0.165</b>	<b>(0.352)</b>	<b>(0.352)</b>

For detailed explanation and variances please see appendix 1.



## Executive Matters



## Revenue:

Executive Matters is reporting a (£0.115m) underspend against the budget of £4.293m (-2.7%).

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### Executive Matters

Variation (£0.115m) underspend      Executive Matters are forecasting an over recovery of net interest of (£0.115m).

Variation                      to  
November's Forecast  
(£0.000m)

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## **Policy Contingency**

Policy Contingency is forecasting an underspend of (£0.195m) against a budget of £2.430m, (-8.0%)

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### Policy Contingency

Variation (£0.195m) Underspend      Policy Contingency are currently forecasting an underspend of (£0.195). This relates to the ability to release contingency now that the pay award has been agreed for 2024/25.

Variation to November's Forecast (£0.000m)      Due to reprofiling of capital projects within the programme this has resulted in an underspend of (£1.600m) which is proposed to be moved to the Projects Reserve as part of this month's reporting. Further detail is held within appendix 5.

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