

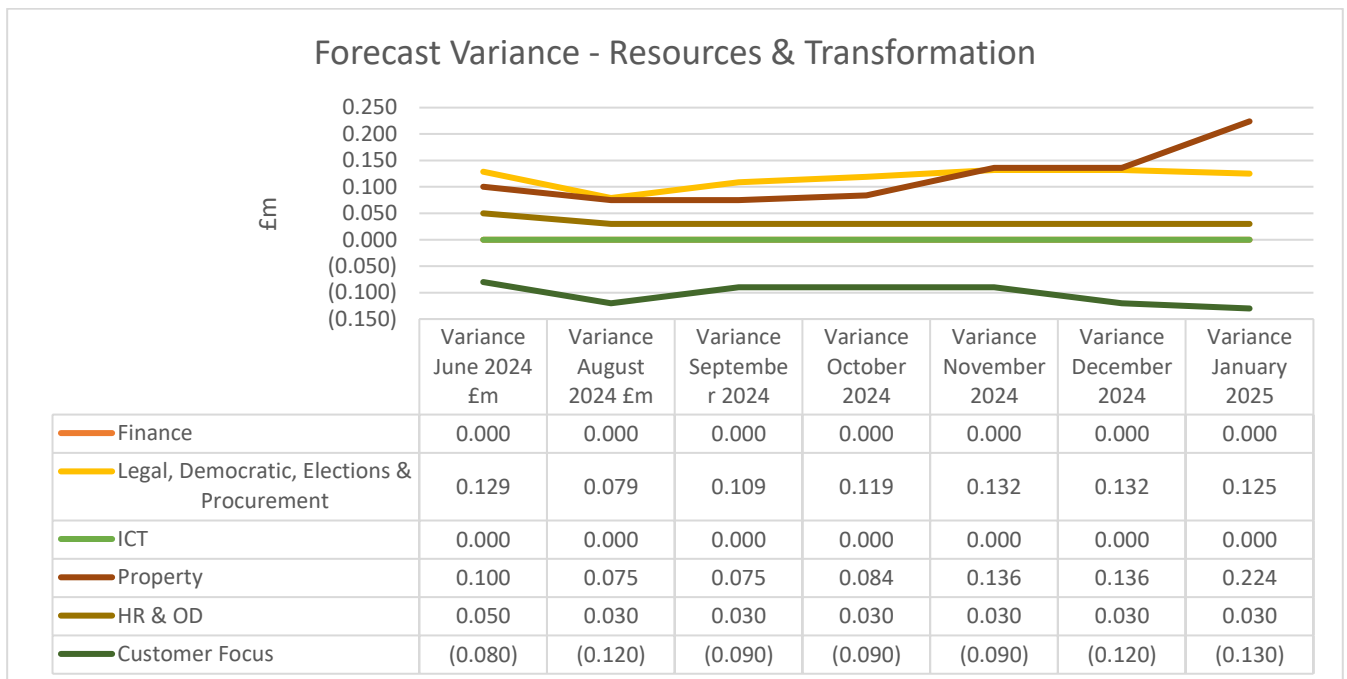
Appendix 2 - Report Details – Additional Revenue narrative

Resources & Transformation

Revenue:

Resources & Transformation are forecasting £0.249m overspend against a budget of £8.411m (3.0%).

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



Finance

Variation
£0.000m

Finance is forecasting in line with budget.

Variation to
December's Forecast
£0.000m

Legal, Democratic,
Elections &
Procurement

Variation
£0.125m
Overspend

There are several areas with the Law & Governance including procurement that rely on engaging experienced locum staff (lawyers and other professional). The service is covering and providing support in critical areas such as planning, litigation, procurement to minimise risk to the Council. 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. There remains a continued need to provide legal advice to officers and members in relation to litigation, information governance, planning and general case load.

The service is undertaking recruitment to permanent positions as well as training new member of staff as swiftly as possible. We fully recognise the needs to operate within budget however, a point of note in regard to this areas budget is that there is a high element of unpredictability to costs which arise in dealing with legal instructions in regard to unforeseen matters arising, for which no 'ongoing' forecast and provision can be made. Whilst our risk management can seek to reduce this, it is unrealistic to assume this unplanned element can be completely eliminated.

Variation to
December's Forecast
(£0.007m)

A permanent recruitment campaign has been implemented and legal fees are being increased in line with the law society suggested rates.

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
December's Forecast
£0.000m

Property

Variation
£0.224m

The £0.224m overspend is due to the following: -
£0.088m overspend 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 positive movements achieved through the reduction of utility expenditure forecasts.

£0.029m in Property because of an underspend due to vacancies that were not filled until October, 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 in particular at Banbury Museum where it is necessary to replace a lift which is no longer capable of economic repair.

£0.065m overspend in car parks (due to various small overspends across the service, including electricity and insurance expenses) and a pressure arising from bus station income being lower than anticipated.

Variation to
December's Forecast
£0.088m

The overspend is higher than previously reported following completion of a review of the forecast. This has given greater certainty of actuals previously estimated including rates mitigation.

Customer Focus

Variation
(£0.130m) underspend

Customer Focus is forecasting an underspend of £0.130m at year end. The bulk of this underspend is from vacancies being held and over recovery of land charges income.

Variation to
December's Forecast
(£0.010m)

Improvement in land charges income projection.

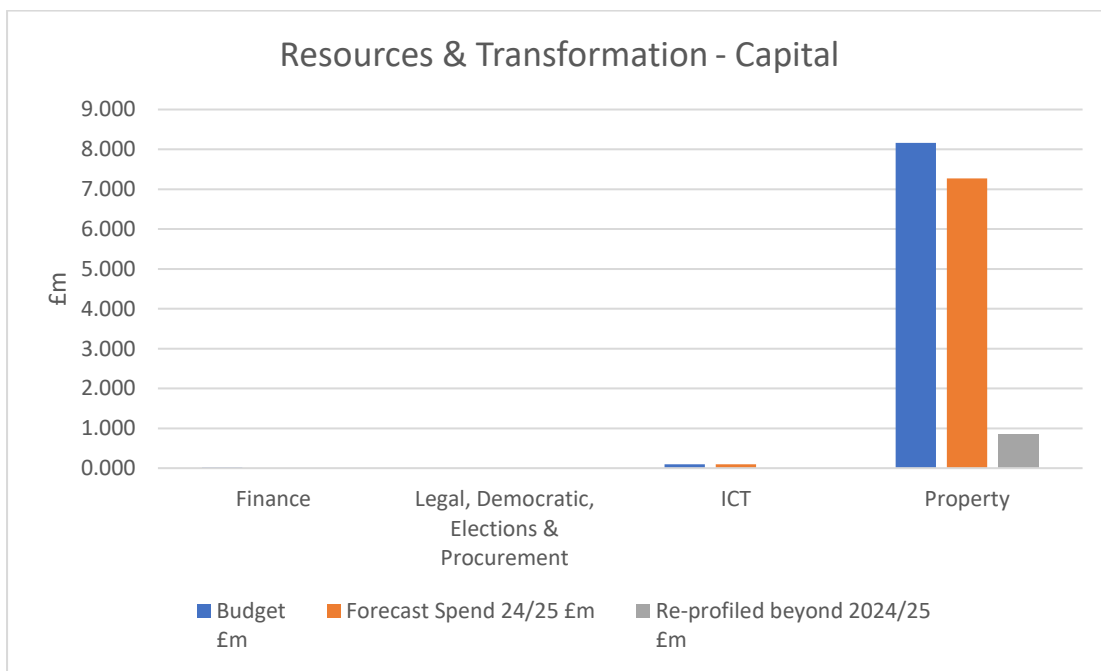
HR & OD

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
December's Forecast
(£0.000m)

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)	(0.020)
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	8.166	7.271	0.847	(0.048)	(0.067)
Total	8.282	7.367	0.847	(0.068)	(0.087)

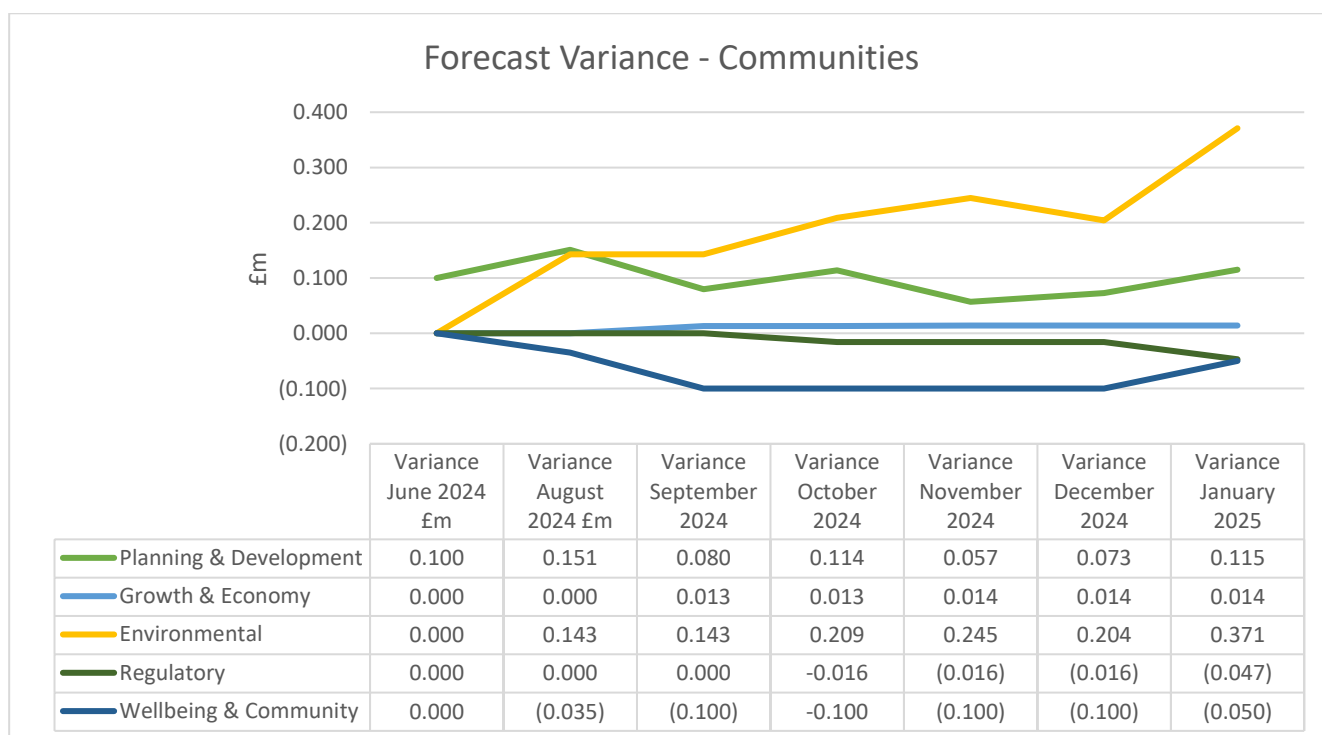
For detailed explanation and variances please see appendix 1.

Communities

Revenue:

Communities are forecasting a £0.403m overspend against a budget of £12.735m, (3.2%).

With a number of pressures emerging in the forecast to year end, the directorate leadership team has worked hard to review of pressures and mitigations to contain across the Communities directorate in so far as possible. This has substantially reduced the forecast pressures at the end of Q3 however looking at year end, the slowdown of anticipated income from planning fees continues to present a challenge to mitigate within the available timescales. The year end position will be closely monitored over the final quarter and options to cease non-essential work will be reviewed in detail.



Planning &
Development

Variation
£0.115m
overspend

Planning and Development is forecasting an overspend of £0.115m.
Yearend application fee income is now forecast as (£1.87m) compared to a budget of (£2.13m). However, the cost of planning appeals this year is a significant reason why Development Management has a forecast overspend of £0.168m. Planning Policy, Conservation & Design is forecasting an underspend of (£0.069m) Building Control is forecasting an overspend of £0.013m due mainly to lower income expectations and necessary agency costs.

Variation to
December's Forecast
£0.042m

The forecast overspend of £0.115m is a change of £0.042m from last month's forecast of £0.073m. This is due to mainly due to higher planning appeal cost expectations and reduced, albeit above budget, expectations for Planning Performance Agreements.
There has been active monitoring of costs relative to income in the interest of placing downward pressure on the forecast overspend. However, there are no significant mitigations possible without unacceptably affecting service delivery.

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
December's Forecast
£0.000m

Environmental

Variation
£0.371m overspend

The forecasted pressure of £0.371m within Environmental Services is primarily due to staffing pressures and agency costs within Waste and Recycling, this is being closely monitored and managed.

The pressure also now captures an overspend of £0.220m due to an increase in general vehicle maintenance expenses.

Variation to
December's Forecast
£0.167m

The on-month movement of £0.167m from December's reporting is primarily due to an increase in general vehicle maintenance expenses. In addition to this pressure is an anticipated reduction in income of £0.015m from internal and external street scene repairs, £0.033m increase in additional agency costs as a result of additional long-term sickness within Waste and Recycling.

This has been part offset by (£0.028m) by non-recruitment to vacant posts within Admin and a reduction in anticipated spend on materials and contractors within Landscaping.

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.

Regulatory

Variation
(£0.047m) Underspend

Regulatory Services and Community Safety are forecasting a £0.047m underspend – this is due to savings in staffing costs as some posts remain unfilled following the dept. restructure.

Variation to
December's Forecast
(£0.031m)

An additional £0.031 saving on the previous month, this is largely due to the reduced costs incurred against our CCTV monitoring staff contributions

that are less than expected. There are a number of smaller savings including a reduced cost on staff and contractors, but these are offsetting the anticipated costs of the Idox separation.

Wellbeing & Housing

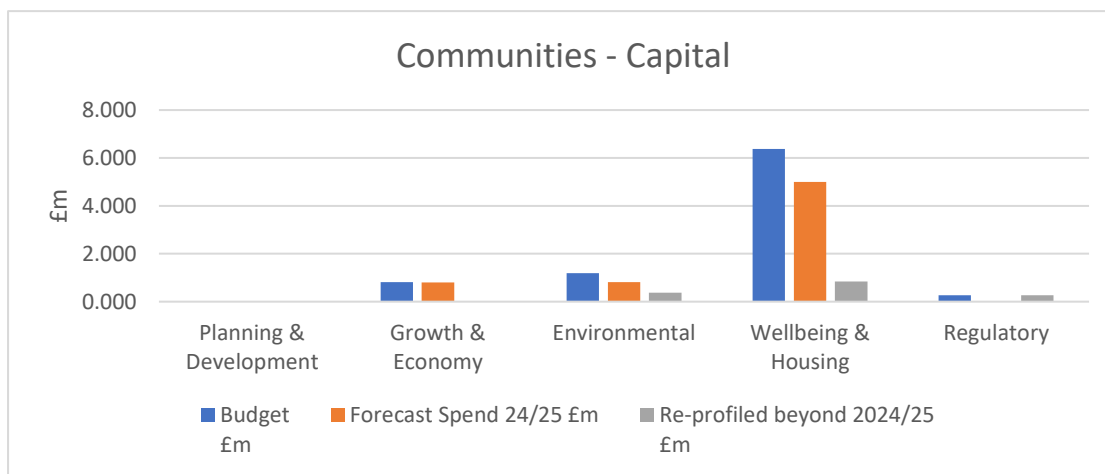
Variation
(£0.050m) underspend

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
December's Forecast
£0.050m

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 reducing developmental expenditure in core budgets.

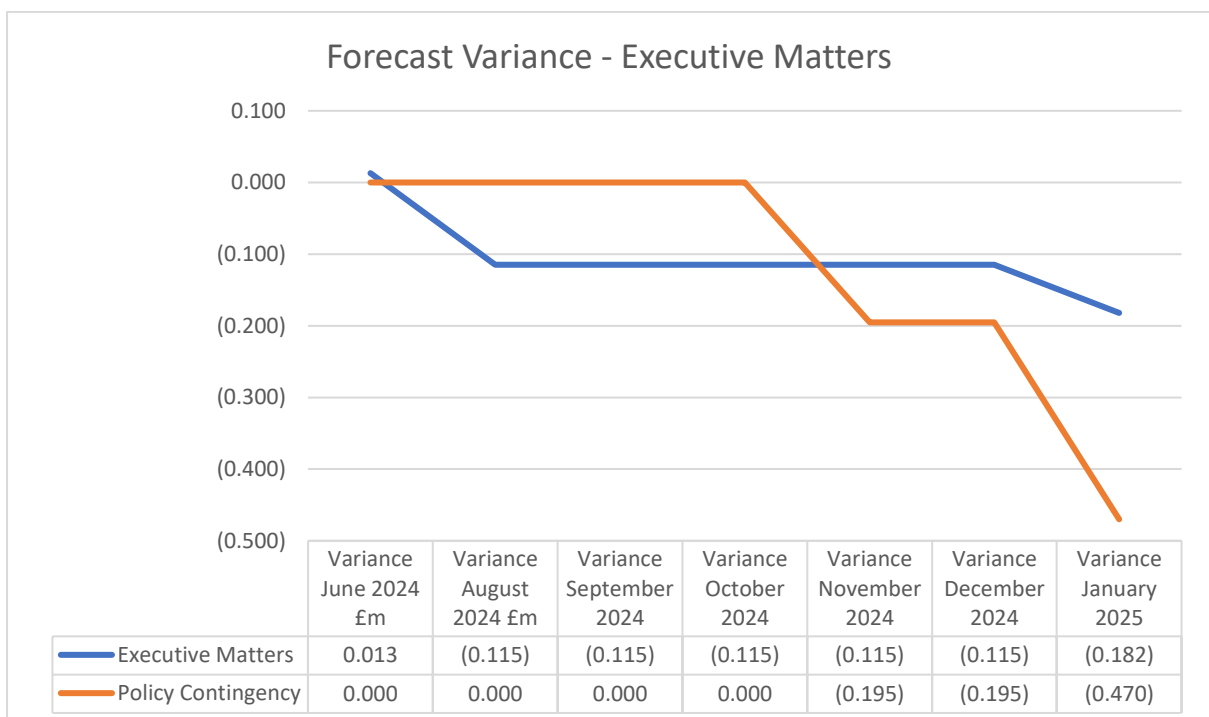
Capital:



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	0.814	0.806	0.000	(0.008)	0.000
Environmental	1.196	0.811	0.378	(0.007)	0.004
Wellbeing & Housing	6.375	5.004	0.840	(0.532)	(0.356)
Regulatory	0.265	0.000	0.265	0.000	0.000
Total	8.649	6.621	1.483	(0.546)	(0.352)

For detailed explanation and variances please see appendix 1.

Executive Matters



Revenue:

Executive Matters is reporting a (£0.182m) underspend against the budget of £4.296m (-4.2%).

Executive Matters

Variation (£0.182m) underspend Executive Matters are forecasting an over recovery of net interest of (£0.182m).

Variation to
December's Forecast
(£0.067m)

Policy Contingency

Policy Contingency is forecasting an underspend of (£0.470m) against a budget of £1.545m, (-30.4%)

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
December's Forecast
(£0.680m)

A review of the policy contingency budgets has taken place and it is felt prudent that at this stage in the year £0.275m can be released from the Market Risk contingency, leaving £0.172m in the Market Risk contingency unallocated.

There is a likelihood that further policy contingency could be released at the end of the year, but it is not prudent to do so in case there are other unforeseen events that need to be funded.
