

Committee: Budget Planning Committee
Date: Tuesday 9 July 2013
Time: 6.30 pm
Venue: Bodicote House, Bodicote, Banbury, OX15 4AA

Membership

Councillor Nicholas Mawer (Chairman)	Councillor Douglas Webb (Vice-Chairman)
Councillor Ken Atack	Councillor Andrew Beere
Councillor Maurice Billington	Councillor Margaret Cullip
Councillor Tim Emptage	Councillor Russell Hurle
Councillor Mike Kerford- Byrnes	Councillor Neil Prestidge
Councillor Lawrie Stratford	Councillor Barry Wood

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. **Urgent Business**

The Chairman to advise whether they have agreed to any item of urgent business being admitted to the agenda.

4. **Minutes** (Pages 1 - 4)

To confirm as a correct record the minutes of the meeting held on 4 June, 2013.

5. Implications of Comprehensive Spending Review on MTFs Latest Position (including New Homes Bonus Funding)

Verbal Update by Head of Finance and Procurement.

6. Business Rate Growth Monitoring (Pages 5 - 8)

Report of Head of Finance and Procurement.

Summary

The report provides an update on business rate growth and the likely financial impacts for the Council.

Recommendations

The Budget Planning Committee is recommended:

- (1) To note the information contained in the report and approve the continued monitoring of NDR collection rates, rating appeals and growth to maximise the NDR income for CDC.

7. Impact of Welfare Reform on Funding (Pages 9 - 12)

Report of Head of Finance and Procurement.

Summary

The report provides an update on welfare reform and the likely financial impacts for the Council.

Recommendations

The Budget Planning Committee is recommended:

- (1) To note the contents of this report.
- (2) To advise of any issues that it would like taken into consideration in relation to welfare reform.

8. Budget Monitoring Position: May 2013 Revenue & Capital 2013/14 (Pages 13 - 18)

Report of Head of Finance and Procurement.

Summary

The report provides an update on the Council's 2013/14 budget monitoring position as at 31 May 2013.

Recommendations

The Budget Planning Committee is recommended:

(1) To note the contents of this report.

9. Work Programme 2013/14 (Pages 19 - 20)

To note the Committee's Work Programme.

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 01327 322365 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

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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 Dave Parry, Democratic and Elections
dave.parry@cherwellandsouthnorthants.gov.uk, 01327 322365

Sue Smith
Chief Executive

Published on 1 July 2013

Agenda Item 4

Cherwell District Council

Budget Planning Committee

Minutes of a meeting of the Budget Planning Committee held at Bodicote House, Bodicote, Banbur, OX15 4AA, on 4 June 2013 at 6.30 pm

Present: Councillor Nicholas Mawer (Chairman)
Councillor Douglas Webb (Vice-Chairman)

Councillor Ken Atack
Councillor Andrew Beere
Councillor Margaret Cullip
Councillor Tim Emptage
Councillor Neil Prestidge
Councillor Lawrie Stratford
Councillor Barry Wood

Apologies for absence: Councillor Maurice Billington
Councillor Russell Hurle
Councillor Mike Kerford-Byrnes

Officers: Karen Curtin, Head of Finance and Procurement
Beth Baines, Strategic Finance Accountant
Dave Parry, Democratic and Elections Officer

1 **Appointment of Chairman**

Resolved

That Councillor Nicholas Mawer be appointed Chairman of the Budget Planning Committee for the Municipal Year 2013/14.

2 **Appointment of Vice-Chairman**

Resolved

That Councillor Douglas Webb be appointed Vice-Chairman of Budget Planning Committee for the Municipal Year 2013/14.

3 **Declarations of Interest**

There were no declarations of interest.

4 **Urgent Business**

There was no urgent business.

5 **Terms of Reference and Draft Work Programme**

The Committee considered a report of the Head of Finance and Procurement which detailed the changes in scrutiny arrangements, outlined the Committees Terms of Reference and suggested a Work Programme.

With respect to the Work Programme, Members expressed concern regarding potential future legislation aimed at drawing local authorities' capital reserves under the central control of the Government. The Committee suggested that the Council should give consideration to investing its capital reserves into programmes and schemes that benefit the community, whilst avoiding future revenue implications. Members agreed that the Work Programme should retain sufficient flexibility to allow for consideration to be given to potential changes, i.e. resulting from the forthcoming Comprehensive Spending Review.

Resolved

(1) That the contents of the report be noted.

6 **2012/13 Outturn and Key Messages for Explanatory Forward**

The Committee considered a report of the Head of Finance and Procurement which summarised the Council's provisional Revenue and Capital outturn position for the financial year 2012/13. The figures were still subject to further validation work to ensure compliance with statutory requirements and proper accounting practices.

Responding to a query regarding the level of slippage, the Head of Finance and Procurement advised that an application to slip a project was only given approval after checks were undertaken, and specific criteria met.

Resolved:

(1) That the contents of the report be noted.

7 **Financial Context - MTFs Latest Position, Capital Resources**

The Committee considered a report of the Head of Finance and Procurement which provided a summary update on the Council's revenue position for 2014/15.

The Head of Finance and Procurement gave a presentation which covered the 2013/14 Revenue and Capital Position and sources of income.

The Committee was advised that there were numerous financial pressures on the council, namely grant reductions, inflation, income reductions, reduction in reliance on interest income and an increased demand for services, particularly housing and benefits.

The Council would receive windfall income through the New Homes Bonus, investment income and business rate growth.

In terms of the 2013/14 Capital Programme, consideration would need to be given to the implications of reducing capital receipts.

The Committee was advised that looking forward key areas for focus for the Council were the further 15% funding cut in 2014/15 and forthcoming Comprehensive Spending Review, the implications of Welfare Reform and Business Rates growth, revenue generation and sweating of assets, delivering transformation and building on joint working with South Northamptonshire Council and others, maintaining focus on front line services and vulnerable groups, updating the Medium Term Financial Strategy and the 2014/15 Budget process which would take place during September 2013 to February 2014.

Acknowledging the challenge ahead, the Committee emphasised the importance of communicating and consulting effectively with the public. Members noted that public consultation on the budget was undertaken every year and the core messages that subsequently came out made it clear what the public valued and, significantly, what was not valued.

The Committee also emphasised the importance of identifying and maximising sources of income.

Resolved

- (1) That the contents of the report and the presentation be noted.

8 Council Tax Reduction Scheme (Yr. 2)

The Committee considered a report of the Head of Finance and Procurement which provided an update on considerations for the second year of the local Council Tax Reduction Scheme.

Regarding implications for Parish Councils, the Head of Finance and Procurement advised the Committee that she had already spoken directly to several Parishes regarding the implications arising from changes to the Council Tax base. In addition, she would be attending the two Parish Council liaison meetings, and undertook to circulate a Briefing Note to all Members, detailing the information/advice given.

The Committee noted that, whilst the Council had adopted a joint approach to the introduction of the Council Tax Reduction Scheme, this had not happened in Northamptonshire. The Head of Finance and Procurement advised Members that some authorities had decided against a joint approach due to differences in profile and exemptions. The Head of Finance and Procurement

agreed to report to a future meeting on the approach taken by authorities in neighbouring areas such as Hertfordshire and Warwickshire.

Resolved

- (1) That the contents of the report be noted.

The meeting ended at 7.54 pm

Chairman:

Date:

Budget Planning Committee

Business Rate Growth

9 July 2013

Report of the Head of Finance and Procurement

PURPOSE OF REPORT

This report provides an update on business rate growth and the likely financial impacts for the Council.

This report is public

Recommendations

The Budget Planning Committee is recommended to note the contents of this report.

1. Current Position

- 1.1 From 1st April 2013, business rates [NDR] will in part be locally retained. Whereas before this date all NDR was paid directly to central government, now a certain percentage is retained by the local authority.
- 1.2 50% is still paid to DCLG, 10% to the County Council and the remainder is retained by Cherwell District Council.
- 1.3 Each local authority had to produce a baseline figure during 2012/13 which is used to assess the amount paid each year.
- 1.4 If a council falls below its baseline by a certain percentage [7.5%] a safety net will kick in so that losses are effectively capped. This will be funded by a levy on any authorities who make disproportionate gains through the new system.

2. Moving Forward

- 2.1 This new method of collection, retention and passing on NDR will evolve over time.
- 2.2 To maximise CDC's retained element of the NDR, robust monitoring is required to ensure that all new commercial property is brought into the list and any empty or demolished premises are noted and reviewed regularly.

2.3 Work is being undertaken by all Oxfordshire authorities to monitor and review the movement of business rates and the effect it is having on budgets and forecasts.

3. Considerations

3.1 New builds – must be identified, reported and billed quickly to maximise income. This can be done through a combination of sources both internal and external.

3.2 Appeals – the nature of NDR is that larger businesses will appeal their rateable values [RV] through the cycle of each local list. These appeals usually take place towards the end of the cycle and can lead to large RV reductions and refunds having to be paid.

3.3 Deletions from the list – need to be aware of any commercial premises which are likely to be removed from the list. For example, [although not affecting CDC], Didcot power station has recently been decommissioned and an RV of around £9 million lost from the local list in South Oxon. The largest assessment in CDC is the MOD site at Arccott with an RV of £2.9 million.

3.4 Relief – under the old rules, any mandatory relief granted to business was fully funded by central government. Now, any changes or additions are split 50-50 between local and central government. CDC needs to ensure that only genuine cases are awarded relief to minimise our costs. Where appropriate, other fully funded relief, such as small business rate relief should be used instead. Discretionary relief will follow the same funding pattern. A full and rolling review is necessary to ensure only the appropriate organisations are in receipt of assistance.

3.5 Empty premises – the government is currently consulting on rates exemption for new built property. This will in effect remove the liability from commercial property owners for a specified time whilst they remain empty, in addition to the 3 and 6 month exemptions currently on offer. This will be funded by government. However, to maintain our financial position, a regular review of empty property should take place.

3.6 Collection rates – at present collection rates are at their highest level. Monthly monitoring is undertaken to address any issues as they arise.

3.7 Projected growth – we will provide an estimate of the projected growth to members at the meeting (based on the latest information from the Quarter 1 position).

4. Recommendation

4.1 The committee is recommended to note the information above and approve the continued monitoring of NDR collection rates, rating appeals and growth to maximise the NDR income for CDC.

Implications

Financial: There are no financial implications arising directly from the production of this report. However members will continue to be kept informed of these financial implications as they arise.

Comments checked by Nicola Jackson, Corporate Finance Manger, 01295 221731.

Legal: There are no legal implications.

Comments checked by Kevin Lane Head of Law & Governance, 0300 0030107.

Risk Management: Expenditure and cost implications will continue to be monitored.

Comments checked by Nicola Jackson, Corporate Finance Manager 01295 221731.

Document Information

Appendix No	Title
None	
Background Papers	
None	
Report Author	Andy Taplin, Service Assurance Technical Specialist
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Budget Planning Committee

Impact of Welfare Reform on Funding

9 July 2013

Report of the Head of Finance and Procurement

PURPOSE OF REPORT

This report provides an update on welfare reform and the likely financial impacts for the Council.

This report is public

Recommendations

The Budget Planning Committee is recommended to

- (1) note the contents of this report.
- (2) advise of any issues that it would like taken into consideration in relation to welfare reform.

Background

Current position

- 1.1 In 2010 the government embarked on a series of welfare reforms.
- 1.2 A number of these reforms have already been implemented. Changes to Local Housing Allowance (affecting Housing Benefit claimants in the private rented sector) were introduced in 2011, 2012 and 2013. In April 2013, Council Tax Benefit was abolished and replaced by local Council Tax Reduction schemes. Also in April 2013 new size criteria (commonly referred to as the “bedroom tax” or “spare room subsidy”) were introduced for Housing Benefit claimants in the social rented sector.

Moving Forward

- 1.3 On 15 July 2013 the Benefit Cap is being introduced in the Cherwell area. This will cap the state benefits received by out-of-work households at £500 per week. Where the benefits exceed the cap level, Housing Benefit will be reduced.
- 1.4 In October 2013 the government intends to start the national roll-out of Universal

Credit, which replaces a number of state benefits including Housing Benefit. Existing Housing Benefit claimants will be transferred to Universal Credit between April 2014 and December 2017.

- 1.5 Each of these reforms has financial implications for the Council.

Housing Benefit Administration Subsidy

- 1.6 The Council receives funding from the Department for Work and Pensions towards the cost of administering Housing Benefit and, until March 2013, Council Tax Benefit. For 2012-2013, the Council received £879,947. For 2013-14, this was reduced to £771,566. In view of the current financial climate and the government's programme of financial savings it is reasonable to expect a further reduction in funding for 2014-15.
- 1.7 One of the factors affecting the amount of administration subsidy received is the Council's Housing Benefit and Council Tax Benefit caseload. Council Tax Benefit has now been abolished. The Housing Benefit caseload will reduce as claimants migrate to Universal Credit. Both these effects will result in further reductions in administration subsidy.
- 1.8 There has been some suggestion that the Department for Communities and Local Government will provide funding towards the cost of administering local Council Tax Reduction schemes. However, this is unlikely to meet the full cost of administering the scheme.
- 1.9 These reductions in administrative subsidy provide a financial incentive for the Council to explore ways of delivering Housing Benefit and Council Tax Reduction as efficiently as possible.
- 1.10 The cost of administering the Council Tax Reduction scheme is also a factor when considering the nature of the scheme for 2014-15.

Council Tax Reduction Scheme for 2014-15

- 1.11 Members are referred to the report on Council Tax Reduction Scheme Year 2 submitted 4 June 2013.
- 1.12 For 2013-14 we were able to benefit from a transitional grant. The government has indicated that it currently has no intention of paying a further grant in respect of 2014-15.
- 1.13 Council Tax discounts and exemptions were amended to offset the cost of the reduction in central funding for the Council Tax Reduction scheme. There is no certainty that these changes will in fact fully offset the funding reduction either in this year or in subsequent years.
- 1.14 Therefore, for the above reasons, it is possible that continuing with the current Council Tax Reduction scheme for future years will result in a net cost to the Council.

- 1.15 An option would be to change the scheme in order to offset the reduction in funding from central government. However, such a change could result in higher Council Tax collection costs for the Council.

Discretionary Housing Payments

- 1.16 The Council has a Discretionary Housing Payment (DHP) fund from which awards may be made to Housing Benefit claimants suffering hardship, where Housing Benefit does not cover the whole of their rent liability.
- 1.17 In anticipation of greater demand as a consequence of the welfare reforms the government's contribution to the Council's DHP fund increased from £139,741 in 2012-2013 to £203,354 in 2013-2014. The Council has the discretion to make its own contribution to the fund up to one and half times the amount of central government funding. However, at this time no specific provision has been made for this purpose
- 1.18 In previous years the Council has managed to keep expenditure from the fund within the government contribution. In 2013-2014 applications to the fund have increased significantly, as a direct consequence of the welfare reforms.. Based expenditure for the first three months of the year there is a significant risk that awards will exceed the government contribution. Consequently, there will be a cost to the Council. However, failing to make these awards would impose costs on the Council due to increased financial deprivation and homelessness in the district.

Universal Credit

- 1.19 Although the Department for Work and Pensions will be responsible for the assessment of Universal Credit claims, local authorities are expected to play a role in delivering the local element of Universal Credit. This includes activities such as supporting claimants with applying for Universal Credit, identifying claimant's support needs, and working with claimants to develop their budgeting skills.
- 1.20 Although we can expect some New Burdens funding towards the costs of delivering the local element, it is possible that this funding may not meet all of the Council's costs in providing this service. Therefore, there will be a budgetary implication.
- 1.21 Currently, Capita undertakes the administration of Housing Benefit claims on behalf of the Council. The current contract ends in 2015, though with the option to extend by up to two years. As the Housing Benefit caseload reduces there will be a need to renegotiate the cost of the contract with Capita or any new contractor.
- 1.22 The replacement of Housing Benefit by Universal Credit may also impact on members of staff with the potential for costs arising from redeployment or redundancy.
- 1.23 The Finance Department has set up a project team to address these implications

of Universal Credit for the Council.

Consultations

The Council is obliged to consult on any significant changes to the Council Tax Reduction scheme. However, the other changes are driven by government legislation so there is no need to consult on them.

Implications

Financial: There are no financial implications arising directly from the production of this report. However members will continue to be kept informed of these financial implications as they arise.

Comments checked by Nicola Jackson, Corporate Finance Manger, 01295 221731.

Legal: There are no legal implications.

Comments checked by Kevin Lane Head of Law & Governance, 0300 0030107.

Risk Management: Expenditure and cost implications will continue to be monitored.

Comments checked by Nicola Jackson, Corporate Finance Manager 01295 221731.

Document Information

Appendix No	Title
None	
Background Papers	
None	
Report Author	Ryszard Filipiak, Service Assurance Team Leader
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Budget Planning Committee

Budget Monitoring Position: May 2013 Revenue & Capital 2013/14

9 July 2013

Report of the Head of Finance and Procurement

PURPOSE OF REPORT

This report provides an update on the Council's 2013/14 budget monitoring position as at 31 May 2013.

This report is public

Recommendations

The Budget Planning Committee is recommended

- (1) to note the contents of this report.

Background

- 1.1 The Quarter 1 positions for revenue and capital will be presented to Executive in September 2013. The projected year end position is projected to be £162,000 underspent (against a net service budget of £13.7m). The approved capital programme 2013/14 is listed in the report together with slippage from 2012/13.
- 1.2 The detailed report is contained in **Appendix A**.

Implications

Financial: There are no financial implications arising directly from the production of this report. However members will continue to be kept informed of these financial implications as they arise.

Comments checked by Nicola Jackson, Corporate Finance Manger, 01295 221731.

Legal: There are no legal implications.

Comments checked by Kevin Lane Head of Law & Governance, 0300 0030107.

Risk Management: Expenditure and cost implications will continue to be monitored.

Comments checked by Nicola Jackson, Corporate Finance Manager 01295 221731.

Document Information

Appendix No	Title
A	CDC Budget Monitoring May 2013 Year End Projection Overview
Background Papers	
None	
Report Author	Karen Curtin, Head of Finance and Procurement
Contact Information	Karen Curtin, Head of Finance and Procurement karen.curtin@cherwelland.southnorthants.gov.uk

**CDC Budget Monitoring May 2013
Year End Projection Overview**

1. May 2013 Financial Performance

- 1.1 The projected year end position is £162,000 underspend, as detailed by directorate below.
- 1.2 Total capital spend to May 2013 including commitments, amounts to £1.8m. This represents 12% of the total annual budget.

2. Revenue Projected Outturn

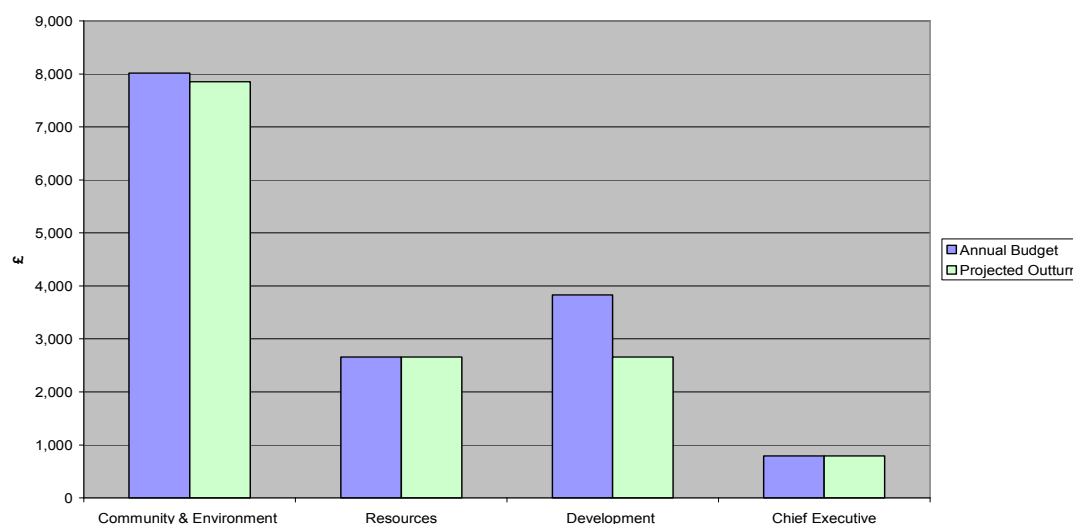
- 2.1 The table shows the latest projection by Directorate:

DIRECTORATE	TOTAL		
	ANNUAL BUDGET £000's	PROJECTED OUTTURN £000's	VARIANCE TO ANNUAL PROJECTION
Community & Environment	8,015	7,853	(162)
Resources	2,660	2,660	0
Development	3,833	3,833	0
Chief Executive	794	794	0
Services Executive Matters	(1,567)	(1,567)	0
(SURPLUS)/DEFICIT SERVICES	13,735	13,573	(162)

Investment Income above amount built into revenue budget:	(400)
Transfer to reserves - MTFS principle of not relying on investment income	400
Net Revenue Projected (underspend) 2013/14 @ May 2013	(162)

- 2.2 The net revenue projection as at May 2013 is within budget tolerances. The Quarter 1 Monitoring Report to the Executive will make recommendations for the use of underspends.

Projected Year End Revenue Financial Performance



2.3 Community and Environment: Projected to be (£162,000) underspent:

- Safer Communities variance (£39,000): Primarily due to two vacant warden posts will not be filled this year
- Arts Tourism and Health variance (£18,000): two vacant posts that will be filled during the year
- Sport Facilities Management (£64,000): Primarily due to increased Wood Green Leisure Centre saving and feed in tariff payments
- Community and Environment (£41,000): salary savings from vacant post and spare hours.

2.4 Resources: Projected to be on budget:

- Information and Communications Technical (ICT) – given the work relating to a 3-way ICT service with Stratford, the £50,000 building block needs to be reviewed to understand whether the profile of savings will be different.

2.5 Development: Projected to be on budget:

- Regeneration and Housing: need to review the income for Sanctuary and the retail units at Bicester to ensure that the profile remains accurate.

2.6 Chief Executive Office: projected to be on budget.

2.7 Executive Matters: Projected to be on budget:

Investment income: The revenue budget for 2013/14 has been prepared utilising only £150,000 of investment income. However, total Investment income within 2013/14 is budgeted as £550,000. Of the amount above what is required within the revenue budget – interest received in respect of Eco Town funds will be transferred to the Eco Town pot and the remaining surplus will then be used to replenish reserves. The position as at 31st May is detailed below. At this point in the year we are currently projecting to be on target. The variance shown has arisen through the timing of interest received:

	Amount Invested as at 31st May 2013	Interest Budget 2013/14	Interest Budget as at 31/5/2013	Interest Actual as at 31/5/2013	Variance year to date
	£	£	£	£	£
Investec	11,840,069	57,500	9,583	5,105	(4,479)
In-house	60,106,520	493,034	82,172	120,544	38,372
	71,946,589	550,534	91,756	125,649	33,893

3. Capital Projected Outturn

3.1 The Capital Programme Carried Forward is shown in the first table below and will be uploaded into Agresso for Budget Monitoring once slippage approval has been gained. The table below shows new capital bids accepted. The Q1 Budget Monitoring report will provide a joint table with spend against budget.

Directorate	Capital Scheme	Slippage into 2013/13 requested £000
CAE	Biomass Heating for Bicester Leisure Centre	385
CAE	Hanwell Fields Community Centre	6
CAE	Replacement Cabling Infrastructure for CCTV and Of	48
CAE	CCTV Internet Protocol Transmission	21
CAE	Solar Photovoltaics at Sports Centre	97
CAE	Village Hall, Recreation Play Grants	37
CAE	Football Development Plan in Banbury	20
CAE	South West Bicester Sports Village	1,187
CAE	Off Road Parking Facilities	18
CAE	Circular Walks DDA (Disability and Discrimination Act) Works	2
CAE	Urban Centres Improvements	15
CAE	Car Park Refurbishments	28
CAE	Implementing Vehicle Parks Proposals	17
CAE	Sports Centre Modernisation Programme	249
CAE	Energy Efficiency Projects	73
CAE	Access to Highfield Depot	22
CAE	Fleet Management System	16
CAE	Mini MRF (Materials Recovery Facility)	29
Res	Iclipse Software Upgrade	11
Res	Thin Client Extension	37
Res	Core Business System Integration	48
Res	Corporate Bookings System	50
Dev	Cherwell Community Led Programme - KM21	8
Dev	Cherwell Community Led Programme	1,704
Dev	Sanctuary Acquisition Merton and Cedar	15
Dev	Bicester Cattle Market Car Park Phase 2	90
Dev	Bicester Pedestrianisation	250
Dev	Future Regeneration Schemes Preliminary Professional Fees	42
Dev	Old Bodicote House	348
Dev	Bicester Town Centre Redevelopment	2,750
Dev	Highfield Depot Repairs	16
Dev	Kidlington High Street Pedestrianisation	17
Dev	Orchard Way Refurbishment	250
Dev	Disabled Facilities Grants	142
Dev	Discretionary Grants for Domestic Properties	235
Dev	Land Claypits Lane Bicester	56
Dev	Banbury Foyer and Banbury Youth Hub	68
Dev	Discretionary House Condition Grants	50
Capital Programmes Slipped into 13/14 Total		8,457

3.2 New Capital Programme Bids Approved

Directorate	Capital Scheme	Total Estimated Capital Cost £000s	Estimated Cost for 13/14 £000s	External Funding £000s	Estimated Net Cost £000s
CAE	Thorpe lane depot hard standing	35	35		£35
CAE	Vehicle Replacement 2013/14	3,637	620		£3,637
CAE	Recycling Bank Replacement 2013/14	25	25		£25
CAE	Vehicle lifting equipment	30	30		£30
CAE	Community Facilities Loan Scheme	84	84		£84
CAE	Bicester Sports Village Phase 2	450	450		£450
CAE	Stratfield Brake Repair Works	80	80		£80
CAE	Wheeled Bin replacement scheme	720	120		£720
CAE	KGLC ATP (Kidlington and Gosford Leisure Centre Astro turf Pitch) Replacement	180	180		£180
CAE	NOA (North Oxfordshire Academy) Track Refurbishment	165	165		£165
CAE	CDC and SNC Customer Services Desktop as a Service (DaaS)	20	20		£20
Res	Desktop PC Replacement	42	42		£42
Res	Visualfiles Upgrade	16	16		£16
Res	Server replacement package	24	24		£24
Res	Financial System Upgrade	100	100		£100
Dev	Chasewell Community Centre – Roof Covering Replacement	15	15		£15
Dev	Disabled Access Audit 2010 - works required	15	15		£15
Dev	Units 6 & 7 Thorpe Way – Replacement Roof Covering	84	84		£84
Dev	Mandatory Disabled Facilities Grants	750	750	(£375)	£375
Dev	23 & 24 Thorpe Place – Replacement Roof Lights	27	27		£27
Dev	Bicester Community Building	5,000	3,200	(£900)	£4,100
Dev	Replacement Air Conditioning Plant to Main Chamber, Bodicote House	80	80		£80
Dev	Works in Connection with Condition Survey	350	350		£350
Dev	Highfield Depot – Proposed Redevelopment of Office & Welfare Facilities	265	265		£265
Dev	Discretionary Housing Grants	275	275		£275
Dev	Kidlington Pedestrianisation Scheme – Phase 2	28.8	28		£28.8
New Capital Schemes for 2013/14 onward		12,648	7,131	(£1,275)	£11,373

3.3 At this early stage after only two months, all the capital spend will not be delivered in 2013/14. Heads of Service have been asked to review the profile to feed into the Q1 Budget Monitoring report.

Agenda Item 9

Budget Planning Committee – Work Programme

Month	Agenda Item	Lead
July 9	Implications of CSR on MTFS Latest Position	Karen
	Business rate growth monitoring	Andrew
	New Homes Bonus Funding	Karen
	Impact of Welfare reform on funding	Ryszard
	Monthly Revenue and Capital Monitoring	Nicola
September 3	MTFS Strategy Update and Latest Position	
	13/14 Budget Guidelines	
	13/14 Capital Programme Review and 14/15 Capital Strategy and new bid process	
	Discretionary Budgets Overview	
	Budget reductions or income generation	
	Monthly Revenue and Capital Monitoring	
October 8	14/15 Capital Scheme Evaluation	
	Monthly Revenue and Capital Monitoring	
	MTFS Latest Position	
	Review of Reserves	
	Investment Opportunities - Mortgages, retail, treasury investments	
November 5	Evaluation of 14/15 budget reductions or income generation	
	MTFS Latest Position	
	14/15 Capital Scheme Evaluation	
November 26	Draft Revenue and Capital Budget 1 Proposals	
	Monthly Revenue and Capital Monitoring	
	MTFS Latest Position	
December 3	CTRS Scheme Year 2 proposal	
	Tax Base review	
	Monthly Revenue and Capital Monitoring	
	Discounts and Exemptions Review	
	Review of Reserves	
January 21	MTFS Latest Position	
	Business rate growth monitoring	
	New Homes Bonus Funding	
	Final Draft Revenue and Capital Budget Proposals	
	Fees and Charges	
March 11	MTFS Latest Position	
	Monthly Revenue and Capital Monitoring	
	Business rate growth monitoring	
	NEW KEY PROJECTS OR RECOMMENDATIONS FROM OTHER COMMITTEES ADDED AS AND WHEN	

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