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Cherwell

DISTRICT COUNCIL
NORTH OXFORDSHIRE

Committee: Budget Planning Committee

Date: Tuesday 5 March 2024

Time: 6.30 pm

Venue: Bodicote House, Bodicote, Banbury, Oxon OX15 4AA

Membership

**Councillor Patrick Clarke
(Chairman)**

Councillor Tom Beckett

Councillor Donna Ford

Councillor Matt Hodgson

Councillor Adam Nell

Councillor Barry Wood

Councillor Douglas Webb (Vice-Chairman)

Councillor Becky Clarke MBE

Councillor David Hingley

Councillor Simon Lytton

Councillor Dorothy Walker

Councillor Sean Woodcock

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. Minutes (Pages 5 - 8)

To confirm as a correct record the minutes of the meeting held on 23 January 2024.

4. Chairman's Announcements

To receive communications from the Chairman.

5. Urgent Business

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

6. **Monthly Finance Performance Report** (Pages 9 - 38)

Report of Assistant Director of Finance (Section 151 Officer)

Purpose of report

This report summarises Cherwell District Council's (CDC's) forecast revenue and capital outturn for 2023/2024 as at 31 January 2024 to give the Committee the opportunity to consider the finance aspects of the report.

Recommendations

The Budget Planning Committee resolves:

- 1.1 To note the content of the report and to consider and comment on the proposals.

7. **Review of Committee Work Plan** (Pages 39 - 40)

To review the Committee Work Plan.

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 01295 221534 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.

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Queries Regarding this Agenda

Please contact Matt Swinford, Democratic and Elections Team democracy@cherwell-dc.gov.uk, 01295 221534

Shiraz Sheikh
Monitoring Officer

Published on Monday 26 February 2024

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Cherwell District Council

Budget Planning Committee

Minutes of a meeting of the Budget Planning Committee held at Bodicote House, Bodicote, Banbury, Oxon OX15 4AA, on 23 January 2024 at 6.30 pm

Present:

Councillor Patrick Clarke (Chairman)
Councillor Douglas Webb (Vice-Chairman)
Councillor Tom Beckett
Councillor Becky Clarke MBE
Councillor Donna Ford
Councillor David Hingley
Councillor Matt Hodgson
Councillor Simon Lytton
Councillor Adam Nell
Councillor Dorothy Walker
Councillor Barry Wood
Councillor Sean Woodcock

Officers:

Joanne Kaye, Head of Finance and Deputy Section 151 Officer
Leanne Lock, Strategic Business Partner - Business Partnering & Controls
Natasha Clark, Governance and Elections Manager
Matt Swinford, Democratic and Elections Officer

36 **Declarations of Interest**

There were no declarations of interest.

37 **Minutes**

The minutes of the meeting held on 5 December 2023 were agreed as a correct record and signed by the Chairman.

38 **Chairman's Announcements**

There were no Chairman's announcements.

39 **Urgent Business**

There were no items of urgent business.

40 **Capital and Investment Strategy 2024-25**

The Assistant Director of Finance and Section 151 Officer submitted a report for the Committee to consider the draft Capital and Investment Strategy for 2024/25. The Strategy must be approved by Full Council annually and must satisfy the requirements of government legislation and CIPFA guidance.

The Portfolio Holder for Finance introduced the report and advised the Committee that the Capital Strategy demonstrated how the council took capital expenditure decisions in line with service objectives and properly took account of stewardship, value for money, prudence, sustainability and affordability.

The Portfolio Holder for Finance advised that there had been a change in the strategy to the Council's minimum revenue provision which was an amount that had to be set aside by Council's in respect of any capital borrowing that it had previously incurred each year. The Council had changed from a straight-line basis to an annuity basis.

The Portfolio Holder for Finance explained that the Investment strategy related to non-treasury management investments. Investments covered by this strategy include loans to third parties, purchased of shares (in subsidiaries, businesses etc) and property.

Following questions from the Committee querying if the change in the minimum revenue provision was in line with other local authorities, the Head of Finance advised that there were four recognised methods for minimum revenue and the one chosen was the most appropriate for the Council to use.

Following a question asking why higher value investments like Castle Quay were mis-classified and had been re-classified in the report, the Portfolio Holder for Finance advised that officers would provide a written response to the Committee.

In response to a question from the Committee regarding the Council's investment in banks and if they were investing in oil and gas, the Portfolio Holder for Finance advised that in stewarding investments, the Council was required to get best value for the tax-payer which had a strong effect on what the Council could invest in. The Portfolio Holder for Finance advised that officers would provide a written response to the Committee following the meeting.

Resolved

- (1) That the draft Capital and Investment Strategy for 2024/25 be recommended to Executive.

41 **Reserves Review**

The Assistant Director of Finance submitted a report to update Budget Planning Committee (BPC) on the Review of Reserves that had taken place in preparation of the budget for 2024/25 and the Medium-Term Financial Strategy (MTFS) 2024/25 – 2028/29.

The Portfolio Holder for Finance advised the Committee that the review proposed that the Council retain its current minimum level of general reserves of £6.129m however advised that if this reserve was to be used then it would need to be replenished.

In response to a question from the Committee asking how the general reserve would the reserve be replenished if used, the Portfolio Holder for Finance advised that it would be difficult however the Council policy was to hold prudent reserves so business would continue if this were to happen.

Resolved

- (1) That the outcome of the review of reserves and the forecast over the MTFS period be noted
- (2) That, having given due consideration, Executive be advised that the Budget Planning Committee supports the draft reserve allocations.

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Monthly Finance Performance Report

The Assistant Director of Finance submitted a report that summarised the Council's forecast revenue and capital outturn for 2023/2024 as at 30 November 2023.

The Portfolio Holder for Finance explained that the Council's forecast outturn position for 2023/24 was an overspend of £0.259m.

In relation to the capital budget, the Portfolio Holder for Finance advised that there was a forecast in-year underspend of £12.439m of which £12.435m was to be reprofiled into future years. The Portfolio Holder of Finance explained this was primarily due to factors outside of the council's control, for example, in relation to the waste and recycling vehicle replacement programme, there was a national delay in vehicle supply and delivery. The programme had therefore been reviewed and the capital budget reprofiled accordingly.

Following a question on why there was an overspend on gate fees for waste and recycling, the Portfolio Holder for Finance advised that the CDC was required to pay the market price which fluctuated. Officers would provide a written response regarding the overspend.

Resolved

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

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Review of Committee Work Plan

The Strategic Business Partner - Business Partnering & Controls gave an update on the Committee work plan.

The Strategic Business Partner - Business Partnering & Controls advised that the Committee would consider the Finance Monitoring Report – Quarter three – December 2023 and a work programme update at their March meeting.

Resolved

- (1) That the update on the Committee Work Plan be noted.

The meeting ended at 7.36 pm

Chairman:

Date:

This report is public	
Monthly Finance Performance Report	
Committee	Budget Planning Committee
Date of Committee	05 March 2024
Portfolio Holder presenting the report	Councillor Adam Nell
Date Portfolio Holder agreed report	24 February 2024
Report of	Assistant Director of Finance

Purpose of report

This report summarises Cherwell District Council's (CDC's) forecast revenue and capital outturn for 2023/2024 as at 31 January 2024 to give the Committee the opportunity to consider the finance aspects of the report.

1. Recommendations

The Budget Planning Committee resolves:

- 1.1 To note the content of the report and to consider and comment on the proposals.

2. Executive Summary

- 2.1 CDC monitors its financial position on a monthly basis. This report provides the forecast outturn position for the year end based on the position as at 31 January 2024.

Implications & Impact Assessments

Implications	Commentary			
Finance	There are no financial implications arising directly from this report and is for information only. Kelly Wheeler, Finance Business Partner, 22 February 2024			
Legal	There are no legal implications arising from the report. Shahin Ismail, Legal Services Manager, 26 February 2024			
Risk Management	There are no risk implications arising from this report. Celia Prado-Teeling, Performance & Insight Team Leader, 22 February 2024			
Impact Assessments	Positive	Neutral	Negative	Commentary
Equality Impact		X		There are no equality implications arising directly as a consequence of this report

				Celia Prado-Teeling, Performance & Insight Team Leader, 22 February 2024
A Are there any aspects of the proposed decision, including how it is delivered or accessed, that could impact on inequality?		X		
B Will the proposed decision have an impact upon the lives of people with protected characteristics, including employees and service users?		X		
Climate & Environmental Impact		X		N/A
ICT & Digital Impact		X		N/A
Data Impact		X		N/A
Procurement & subsidy		X		N/A
Council Priorities	N/A			
Human Resources	N/A			
Property	N/A			
Consultation & Engagement	This report sets out the financial forecast as at January 2024 therefore no formal consultation or engagement is required.			

Supporting Information

3. Background

- 3.1 CDC monitors its financial position on a monthly basis. This report provides the forecast outturn position for the year end based on the position as at 31 January 2024.
- 3.2 Revenue Budget - The Council's forecast outturn position for 2023/2024 is an underspend of (£0.059m) shown in Table 1.

3.3 Capital Budget 2.4 There is a forecast in-year underspend of (£12.439m), of which £12.435m is to be reprofiled into future years.

4. Details

4.1 The Council's forecast outturn position for 2023/2024 is an underspend of (£0.059m). This is after an underspend within Policy contingency which will offset the lower than budgeted in-year income of S31 grant. The overall forecast position is an improvement of (£0.059m) over the previous month's forecast.

Table 1: Forecast Year End Position

Service	Original Budget £m	Current Budget £m	January Forecast £m	January Variance (Under) / Over £m	% Variance to current budget %	December Variance (Under) / Over £m	Change since Previous (better) / worse £m
HR & OD	0.807	0.833	0.833	0.000	0.0%	0.000	0.000
Wellbeing & Housing	2.286	2.699	2.499	(0.200)	-7.4%	(0.200)	0.000
Customer Focus	2.367	2.512	2.382	(0.130)	-5.2%	(0.080)	(0.050)
Chief Executive	5.460	6.044	5.714	(0.330)	-5.5%	(0.280)	(0.050)
Finance	3.303	3.566	3.516	(0.050)	-1.4%	(0.050)	0.000
Legal, Democratic, Elections & Procurement	1.959	2.102	2.447	0.345	16.4%	0.287	0.058
ICT	1.526	1.551	1.576	0.025	1.6%	(0.020)	0.045
Property	(1.691)	(2.454)	(2.302)	0.152	-6.2%	0.136	0.016
Resources	5.097	4.765	5.237	0.472	9.9%	0.353	0.119
Planning & Development	1.890	1.989	2.220	0.231	11.6%	0.308	(0.077)
Growth & Economy	0.546	0.507	0.417	(0.090)	-17.8%	(0.090)	0.000
Environmental	5.106	6.570	6.642	0.072	1.1%	0.099	(0.027)
Regulatory	1.150	1.187	1.163	(0.024)	-2.0%	0.000	(0.024)
Communities	8.692	10.253	10.442	0.189	1.8%	0.317	(0.128)
Subtotal for Directorates	19.249	21.062	21.393	0.331	1.6%	0.390	(0.059)
Executive Matters	3.695	3.695	3.647	(0.048)	-1.3%	(0.048)	0.000
Policy Contingency	5.229	3.526	1.708	(1.818)	-51.6%	(1.818)	0.000
Total	28.173	28.283	26.748	(1.535)	-5.4%	(1.476)	(0.059)
FUNDING	(28.173)	(28.283)	(26.807)	1.476	-5.2%	1.476	0.000
(Surplus)/Deficit	0.000	0.000	(0.059)	(0.059)		0.000	(0.059)

Note: A positive variance is an overspend or a reduction in forecast income and a (negative) is an underspend or extra income received. Green represents an underspend and red represents a overspend for the current month's forecast.

Table 2: Analysis of Forecast Variance – January 2024

Breakdown of current month forecast	January 2024 Forecast	Base Budget Over/ (Under)	Savings Non-Delivery
	£m	£m	£m
Chief Executive	(0.330)	(0.372)	0.042
Resources	0.472	0.283	0.189
Communities	0.189	0.186	0.003
Subtotal Directorates	0.331	0.097	0.234
Executive Matters	(0.048)	(0.048)	0.000
Policy Contingency	(1.818)	(1.818)	0.000
Total	(1.535)	(1.769)	0.234
FUNDING	1.476	1.476	0.000
(Surplus)/Deficit	(0.059)	(0.293)	0.234

Table 3: Budget compared with Forecast

The graph below shows the change from December 2023 forecast to January 2024 compared to the current budget.

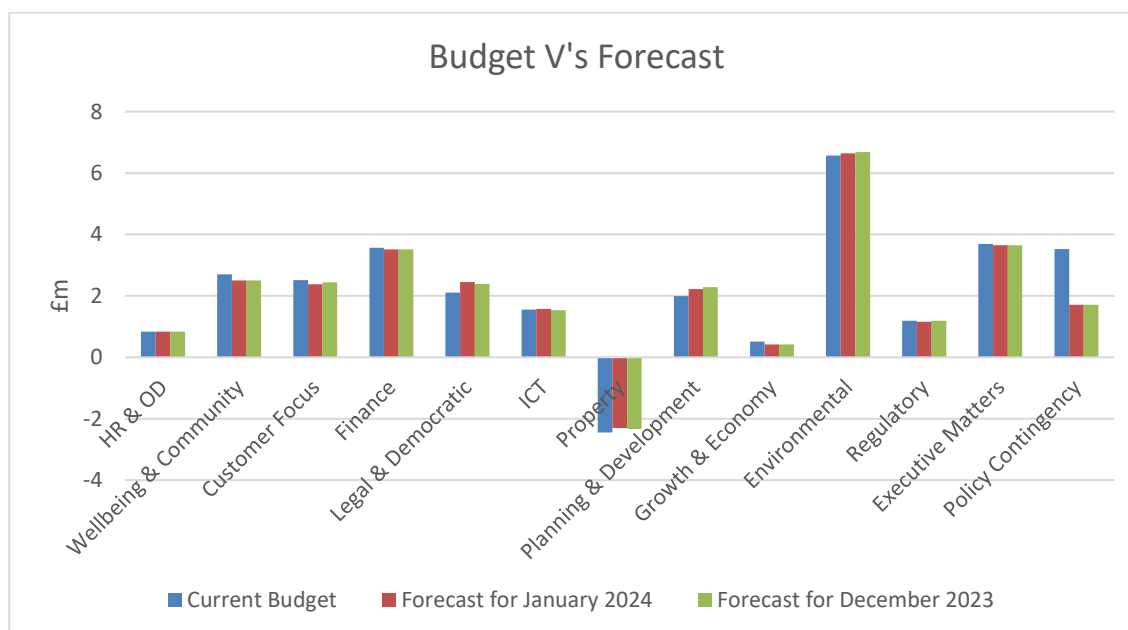


Table 4: Top Major Variances:

Service	Service	Current Budget	Variance	% Variance
Policy Contingency	Policy Contingency	3.526	(1.818)	-51.6%
S31 Grant	Funding	(28.283)	1.476	-5.2%
Legal, Democratic, Elections & Procurement	Legal, Democratic, Elections & Procurement	2.033	0.345	17.0%
Planning & Development	Development Management	0.598	0.231	38.6%
Environmental Services	Waste & Recycling	3.230	0.072	2.2%
	Total	(18.896)	0.306	

Policy Contingency Underspend (£1.818m) (December's Variance Overspend £1.818m)

The unallocated inflation contingency underspend forecast this month within policy contingency will mitigate the under-recovery of S31 grant and the remaining offsetting the overspend within directorates.

Funding Overspend £1.476m (December's Variance overspend 1.476m)

There is a lower than budgeted in-year income of S31 grant forecast. This is due to timing issues in the split between S31 grant income for compensation for business rates discounts introduced by the Government and business rates income. When the income is received as business rates income, this will become available in 2024/25 and has been taken into account within the budget process. The in-year shortfall will be mitigated through Policy Contingency surpluses.

Legal, Democratic, Elections & Procurement Overspend £0.345m (December's Variance Overspend £0.287m)

Overspend is due to:

- 1) higher than anticipated costs of delivering the District Elections.
- 2) an unavoidable reliance on agency staff whilst we continue with recruitment for permanent staff.
- 3) Legal fees and license charges for case management system .
- 4) Under recovery of income due to decrease in s106 fees (because of work being carried out externally).

Development Management Overspend £0.231m (December's Overspend £0.308m)

Planning and Development now forecasts an overspend of £0.231m. This is the result of agency staffing costs exceeding the cost of unfilled established posts, the cost of legal and consultant representation for planning appeals and Building Control income forecasts remaining lower than budget.

Waste & Recycling Variance £0.072m (December Variance over spend £0.099m): -

The forecasted pressure of £0.072m within Environmental Services is primarily due to changes in the global market for recycled materials falling as recycling processing costs have increased.

Commodity prices are currently very volatile, and this could change again during the fourth quarter.

Table 5: Earmarked Reserves:

Reserves	Balance 1 April 2023	Original Budgeted use/ (contribution)	Changes agreed since budget setting	Changes proposed January 2024	Balance 31 March 2024
	£m	£m	£m	£m	£m
General Balance	(6.150)	0.000	0.000	0.000	(6.150)
Earmarked	(19.123)	(2.469)	0.175	(0.391)	(21.808)
Ringfenced Grant	(3.506)	0.711	0.344	(0.489)	(2.940)
Subtotal Revenue	(28.779)	(1.758)	0.519	(0.880)	(30.898)
Capital	(8.049)	1.000	0.000	0.000	(7.049)
Total	(36.828)	(0.758)	0.519	(0.880)	(37.947)

Please see appendix 5 for reserve requests.

4.2 Capital

There is a forecast in-year underspend of (£14.180m), of which £13.897m is to be reprofiled into future years.

Directorate	Budget £m	Forecast Spend 2023/24 £m	Re- profiled beyond 2023/24 £m	Variance to Budget £m	Prior Month Variance to Budget £m
Chief Executives	12.066	8.383	3.580	(0.103)	(0.103)
Resources	13.222	5.147	7.941	(0.134)	(0.036)
Communities	3.782	1.360	2.376	(0.046)	(0.046)
Total	29.070	14.890	13.897	(0.283)	(0.185)

For further detail please view Appendix 1.

Table 7: How the Capital Programme is financed

Financing	23/24 Budget £m	Future Years £m	Total
Borrowing	19.542	12.527	32.069
Grants	9.528	9.006	18.534
Capital Receipts	0.000	1.175	1.175
	29.070	22.708	51.778

Table 8: Total Capital Project Forecast

Directorate	Budget £m	Total Forecast 2023/24 £m	Variance to Budget £m	Prior Month Variance to Budget £m
Chief Executives	20.290	19.437	(0.853)	(0.851)
Resources	14.432	14.298	(0.134)	0.143
Communities	17.056	17.010	(0.046)	(0.046)
Total	51.778	50.745	(1.033)	(0.754)

Table 9: Top 5 in-year variances: -

Code	Top 5 In-Year Variances	Budget Total £'000	Reprofile to 24/25 £'000	% of in year Budget Variance
40278	Development of New Land Bicester Depot	2.775	2.750	99.10%
40144	Castle Quay	2.795	2.545	91.04%
40028	Vehicle Replacement Programme	1.731	1.162	67.13%
40300	S106 - Bicester Leisure Centre Extension	1.154	1.154	100.00%
40239	Bicester East Community Centre	1.371	0.871	63.53%
		9.826	8.482	

Development of New Land Bicester Depot: -

Scoping underway. Spend will require re profiling in line with programme, detail to be confirmed as work is undertaken.

Castle Quay: -

As part of the Castle Quay Development and the regeneration of Banbury, the Council is working closely and in partnership with a number of public and private organisations to repurpose parts of Castle Quay Shopping Centre to deliver a number of complimentary uses enabling the regeneration of Banbury. Once each element has been contractually agreed, work can commence.

Vehicle Replacement Programme: -

Reprofiling of £1.162m in to 2024/25. A review of the programme has been undertaken. Nationally there is delay in vehicle supply and thus delivery.

S106 – Bicester Leisure Centre Extension: -

Initial stages of feasibility have been completed with high level costings received to deliver the project. Further stages required including detailed business case.

Bicester East Community Centre: -

Now on site for a 35 week project. £1.371m of capital funding remains allocated to deliver this bespoke community centre for local residents. Some spend requiring to be reprofiled to 2024/25.

5. Alternative Options and Reasons for Rejection

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

Option 1: This report summarises the council’s financial position up to the end of January 2024, therefore there are no alternative options to consider. However, members may wish to request further information from officers for inclusion.

6 Conclusion and Reasons for Recommendations

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

Decision Information

Key Decision	No
Subject to Call in	Yes
If not, why not subject to call in	
Ward(s) Affected	All

Document Information

Appendices	
Appendix 1	Appendix 1 – Finance Capital January 2024 Appendix 2 – Detailed Revenue Narrative on Forecast January 2024 Appendix 3 – Virements Appendix 4 – Funding January Appendix 5 – Use of reserves and grant funding January
Background Papers	N/A
Reference Papers	N/A
Report Author	Leanne Lock
Report Author contact details	Leanne.lock@cherwell-dc.gov.uk 01295 227098

APPENDIX 1 - CHERWELL CAPITAL EXPENDITURE

Cost Centre	DESCRIPTION	BUDGET	YTD ACTUAL	PO COMMITMENTS	Forecast	RE-PROFILED BEYOND 2023/24	RE-PROFILED BEYOND 2024/25	Current month Variances £000	Prior month Variances £000	Forecast Narrative
40010	North Oxfordshire Academy Astro turf	183	46	0	46	137		-	-	Good progress made to date on scale,scope and nature of the project. Close working with the school. Next steps are to apply for pre-application planning advice and complete project costings.
40019	Bicester Leisure Centre Extension	79	0	0	0	79		-	-	The project continues to progress as predicted. Outline costings for the project have been received. The next step is to complete a detailed business case prior to planning permission being sought.
40083	Disabled Facilities Grants	1,550	1,244	22	1,500	50		-	-	£108k additional funding from DLUHC was confirmed in September and has been added to the budget.
40084	Discretionary Grants Domestic Properties	140	26	0	90	0		(50)	(50)	This budget covers small repairs and larger essential repairs to vulnerable households and some grants for landlords. Demand for essential repairs is typically heavily weighted towards the winter months -. Private rented sector market forces have led to lower than usual uptake of landlord grants, so an underspend is now expected. Range of grants offered is being reviewed to ensure correct targeting and full spend next year.
40160	Housing Services - capital	160	0	0	0	160		-	-	Developer completions slower at NW Bicester than expected therefore final payment will be made to the developer in 2024/25.
40251	Longford Park Art	45	0	0	0	45		-	-	The final delivery of the public art programme is dependent on overall site handover which has been delayed by the developers. The remaining spend on the public art programme has been reprofiled to acknowledge this.
40262	Town Centre House Repair	4,750	4,366	42	4,750	0		-	-	The purchase of TCH completed in November. The tender for improvement works has concluded with works due to begin on site in February with final completion in 2024/25.

40275	UKSPF - CDC community facilities x 3	30	30	0	30	0	-	-	Projects completed
40131	S106 Capital Costs	15	18	(0)	11	0	(4)	(4)	S106 funding has been identified for projects that have proceeded this year and there will be no overspend at year end
40294	S106 - Ambrosden Community Facility Project	20	0	0	0	20	-	-	Parish Council has a variety of projects they are looking to bring forward to increase capacity at the village hall.
40295	S106 - Ambrosden Indoor Sport Project	65	0	0	0	65	-	-	Indoor Sport Project involving upgrades to a portacabin building.
40296	S106 - Ambrosden Outdoor Sports	130	0	0	0	130	-	-	Site to be confirmed before project can move forward; options appraisal underway.
40297	S106 - Ardley & Fewcott Play Area Project	15	0	0	0	15	-	-	Awaiting direction from the parish council regarding further play area investment.
40298	S106 - Ardley & Fewcott Village Hall Project	9	0	6	6	3	-	-	Village Hall project for chairs and tables submitted, S106 spend approved.
40299	S106 - Banbury Indoor Tennis Centre	55	60	0	60	0	5	5	Review of overall projected costs currently taking place.
40300	S106 - Bicester Leisure Centre Extension	1,154	0	0	0	1,154	-	-	Initial stages of feasibility have been completed with high level costings received to deliver the project. Further stages required including detailed business case
40301	S106 - Graven Hill Outdoor Sport Project	52	0	0	0	52	-	-	Initial discussions around delivery model and engagement with project management consultants to move forward with the project
40302	S106 - Grimsbury Community Centre Projects	20	0	0	0	20	-	-	No further projects identified at present.
40303	S106 - Hanwell Fields Community Centre Projects	180	0	0	0	180	-	-	No decision at present on capital project to be brought forward.
40304	S106 - Hook Norton Sport And Social Club Project	80	0	0	0	80	-	-	The scale and scope of the project is yet to be confirmed.
40305	S106 - Horley Cricket Club Pavilion Project	110	0	0	0	110	-	-	Horley Cricket Club in contact with CDC, looking at a staged project due to cost increases for a new build. Actively working with the club to finalise project details.
40306	S106 - Improvements to Bloxham Recreation Ground	35	34	0	34	0	(1)	(1)	Project for works to the roof at the changing room pavilion received and S106 spend approved.
40307	S106 - Kidlington & Gosford Leisure Centre	20	0	0	0	20	-	-	No detailed projects as yet for this spend.
40308	S106 - Milton Road Community Facility and Sports Pitch Project	479	8	0	8	471	-	-	Awaiting Update from Parish Council
40309	S106 - NOA Improvements	700	22	0	100	600	-	-	High level costings/detailed plans have now been received for this project, further works required to developing the business cases/other stages of feasibility
40310	S106 - Spiceball Leisure Centre Improvements	14	0	0	0	14	-	-	Options are being considered
40311	S106 - The Hill Improvements Project	50	0	0	0	50	-	-	Various possible projects are being considered to provide improvements to the external area around The Hill.
40312	S106 - Whitelands Farm Sports Ground (Pedestrian crossing and various works)	76	21	5	76	0	-	-	Remedial works to pathways/outdoor gym areas/bank slippage have been completed. Progress continues into the install of the new pedestrian crossing

40313	S106 - Woodgreen Leisure Centre Improvements	47	0	0	0	47		-	-	Plans in development stage relating to the modernisation of the changing facilities.
40314	S106 - Deddington Parish Council Projects	40	39	0	39	1		-	-	Forecast to spend by the end of the financial year
40315	S106 - Longford Park Sport Pitches	50	29	3	29	21		-	-	Forecast to spend by the end of the financial year
40318	S106 - Steeple Aston Parish Council Village Hall Sports and Recreation Centre	11	0	0	11	0		-	-	Forecast to spend by the end of the financial year
40319	Local Authority Housing Fund R2	1,672	0	0	1,616	56		-	-	Grant agreements have been concluded with two registered providers of social housing, Sanctuary Housing and South Oxfordshire Housing Association (SOHA) to bring homes forward for clients within resettlement scheme. Grants to be paid in this financial year
	Wellbeing & Community	12,036	5,944	77	8,406	3,580	0	(50)	(50)	
40208	HR Payroll System	0	(23)	0	(23)	0		(23)	(23)	unmatched accrual balance
40292	iTrent HR System Upgrades	30	0	0	0	0		(30)	(30)	We have completed the overall implementation now so no longer have a need for the capital.
	HR & OD	30	(23)	0	(23)	0	0	(53)	(53)	
	Chief Executive	12,066	5,922	77	8,383	3,580	0	(103)	(103)	
40111	Admiral Holland Redevelopment Project (phase 1b)	61	61	0	61	0		-	-	On target
40139	Banbury Health Centre - Refurbishment of Ventilation, Heating & Cooling Systems	130	0	0	0	130		-	-	Work is scheduled for delivery in Q1 24/25.
40141	Castle Quay Waterfront	0	(613)	5	0	0		-	-	On target (will be offset by the retention payment)
40144	Castle Quay	2,795	(6)	268	250	2,545		(0)	(0)	As part of the Castle Quay Development and the regeneration of Banbury, the Council is working closely and in partnership with a number of public and private organisations to repurpose parts of Castle Quay Shopping Centre to deliver a number of complimentary uses enabling the regeneration of Banbury. Once each element has been contractually agreed, work can commence.
40162	Housing & IT Asset System joint CDC/OCC	26	0	0	0	26		-	-	Forecasting on target
40167	Horsefair, Banbury	55	0	0	35	20		-	-	The works design is now completed for paving to the footpath on Horsefair. Project to be procured Q4 of the 2023/24 financial year
40191	Bodicote House Fire Compliance Works	149	4	0	0	60	0	(89)	(89)	Assessment completed, with works being developed and scoped from the assessment
40201	Works From Compliance Surveys	99	0	0	0	0		(99)	-	Works complete - funds no longer required
40203	CDC Feasibility of utilisation of proper Space	100	89	89	178	0		78	78	Works are in progress, will be finalised in Q4

40219	Community Centre - Works	54	0	4	54	0		-	-	Banbury Museum atrium stairwell works, currently in design with completion due in Q4 of the financial year 2023/24. Works are being tendered - may need reprofiling but aim is to complete by end of the year
40224	Fairway Flats Refurbishment	356	0	0	50	160		(146)	(146)	This project is within the asset review which will be completed in Q4 of the financial year 2023/24. Some works to be reprofiled for 2024/25.
40227	Banbury Museum - Decarbonisation Works	0	0	20	20	0		20	20	End of defects period retention payments due
40232	Kidlington Leisure Centre - Decarbonisation Works	0	(9)	4	0	(5)		(5)	(5)	On target
40233	Spiceball Leisure Centre - Decarbonisation Works	0	(19)	0	0	0		-	-	On target- invoice due, retention payment agreed
40239	Bicester East Community Centre	1,371	302	90	500	871		-	-	Now on site for a 35 week project. £1.371m of capital funding remains allocated to deliver this bespoke community centre for local residents. Some spend requiring to be reprofiled to 2024/25.
40241	Thorpe Place Roof Works	35	1	0	35	0		-	-	Carrying out drone survey of roof to identify condition ready for scoping and design.
40242	H&S Works to Banbury Shopping Arcade	127	0	15	15	112		-	-	Works currently in design together with review with investigations on potential partial recoverability from tenant service charge.
40246	Banbury Museum Pedestrian Bridge	3	3	0	3	0		-	-	On target
40249	Retained Land	260	18	73	73	187		-	-	Works almost complete pending final report
40252	Expiring Energy Performance Certificates plus Associated works	96	28	0	28	68		-	-	Works instructed and surveys complete, working on the recommendations for any improvement works to maintain a compliant EPC
40253	Energy Performance Certificates Gov't Implementation of target B - Strategic Plan	60	18	0	44	0		(16)	(17)	Works instructed and surveys in train, completion by end of Q4 of the financial year 2023/24
40254	Thorpe Lane Depot - Renewal of Electrical Incoming Main	171	1	0	0	171		-	-	Works are currently designed pending tender of the Electrical supply infrastructure. Works to be coordinated with the District Network Operator to install the new sub station, who are engaged. Waiting for dates from the DNO.
40255	Installation of Photovoltaic at CDC Property	79	0	0	0	79		-	-	Preparing scope so that feasibilities can be carried out to maximise potential PV to the site. Planned delivery quarter one of the financial year 2024/25
40263	Kidlington Leisure New Electrical Main	20	0	0	0	20		-	-	Works are currently designed pending tender of the Electrical supply infrastructure. Works to be coordinated with the District Network Operator to install the new sub station, who are engaged. Waiting for dates from the DNO. SP working with legal. Planned delivery expected to be Q2 2024/25
40264	Sunshine Centre	190	0	0	20	170		-	-	New Heating Boilers and LED lighting are required at the property. The specification has been completed and is with the procurement team for tendering.
40279	Spiceball Sports Centre - Solar PV Car Ports	180	0	1	7	173		-	-	Preparing scope so that feasibilities can be carried out to maximise potential PV to the site. Planned delivery quarter one of the financial year 2024/25

40280	Kidlington Sports Centre - Solar PV Car Ports	137	0	0	0	137		-	-	Preparing scope so that feasibilities can be carried out to maximise potential PV to the site. Work cannot start until electrical mains installed (dependant on DNO). Planned delivery Q2 2024/25
40281	North Oxfordshire Academy - Solar Panels	18	0	0	0	18		-	-	Preparing scope so that feasibilities can be carried out to maximise potential PV to the site. Planned delivery quarter one of 24/25
40282	Community Centre Solar Panels	108	0	0	0	108		-	-	Preparing scope so that feasibilities can be carried out to maximise potential PV to the site. Planned delivery Q1 of 24/25
40283	Thorpe Lane - Solar Panels	34	0	0	0	34		-	-	Preparing scope so that feasibilities can be carried out to maximise potential PV to the site. Planned delivery Q1 2024/25
40284	Thorpe Lane - Heater Replacement (Gas to Electric)	28	0	4	5	23		-	-	Preparing scope so that feasibilities can be carried out to maximise potential PV to the site. Planned delivery is Q2 2024/25
40015	Car Park Refurbishments	46	0	0	0	46		-	-	This to continue the projects of pay on exit sites across the district and upgrading of pay machines from 3G to 4G.
40026	Off Road Parking	18	0	0	0	0		(18)	(18)	Budget no longer required - saving.
40217	Car Parking Action Plan Delivery	18	0	0	0	18		-	-	Project is part of ongoing review of Car Park Action Plan. Reprofiled into beyond 23/24. This project has been transferred from ES
40260	Land for New Bicester Depot	2,989	3,130	0	3,130	0		141	141	Project completed. Purchase of site finalised in quarter 3.
40278	Development of New Land Bicester Depot	2,775	0	8	25	2,750		-	-	Scoping underway. Spend will require re profiling in line with programme, detail to be confirmed as work is undertaken.
40317	Cope Road, Banbury	30	0	0	30	0	0	-	-	Design work completed pending tendering and submission to Procurement team.
Property		12,618	3,007	581	4,563	7,921	0	(134)	(36)	
40256	Processing Card Payments & Direct Debits	20	0	0	0	20		-	-	This is being rolled into 24/25 as this project is linked to upgrades on another Finance system
Finance		20	0	0	0	20	0	0	0	
40237	Council Website & Digital Service	122	13	0	122	0		-	-	Work underway to select a product to form basis of Unified CRM Platform. Platform in place and initial Pilot expected to complete Q4.
40274	Digital Futures Programme	112	166	(25)	112	0		-	-	Continuation of Flytipping AI and RPA proof of concepts. Futurework/pilots will fall under Digital Futures Programme.
40285	Digital Strategy	350	87	0	350	0		-	-	Year one of the Digital Future strategy looks to: 1) Implemented a Data Lakehouse platform as a foundation to the Data and Analytics strategy . 2)Improve cyber security by aligning with a standard framework and implementing additional security measures 3) Move all online files to sharepoint to reduce hosting costs 4) Implement new devices to monitor Fly Tipping in two locations.
ICT		584	266	(25)	584	0	0	0	0	

Resources		13,222	3,273	556	5,147	7,941	0	(134)	(36)	
40062	East West Railways	137	108	28	137	0		-	-	The capital fund has been set up to enable the Council's costs to be recharged when responding to enquiries and regulatory applications, involving for example environmental and land drainage matters, made in connection with the EWR project. This is in partnership with England's Economic Heartland.
40286	Transforming Market Square Bicester	1,000	2	0	40	960		-	-	"£0.180m approved by Executive (sept23) for design and consultation work in 2023/24 (for final plans for Market Square Public Realm and full business plan). Design Consultants to be procured Feb24 £0.040m to be spent by end of financial year remaining budget to be reprofiled into 2024/25 for continuation of the project."
40124	Spring Gardens	0	(70)	0	0	0		-	-	Capital receipt received from Trowers & Hamlins in respect of 10 Spring Walk. Will be moved to the capital receipts reserves
40287	UK Shared Prosperity Fund (UK SPF) Year Two Investment Plan Programme	82	2	0	82	0		-	-	UKSPF capital grant will be fully spent in 2023/24 on the following £0.030m improvement to town centres & high streets £0.002m Bridge Street Community Garden £0.050m contribution to floodlights at Whitelands Sport ground
40288	UKSPF Rural Fund	167	0	117	167	0		-	-	Investment in capacity building and infrastructure support for local civil society and community groups. A capital grant scheme for infrastructure improvements to village and rural community halls launched in September 2023, with a closing date of 6th November. A second application round is now open and will close on 4th February
Growth & Economy		1,386	42	145	426	960	0	0	0	
40028	Vehicle Replacement Programme	1,731	569	53	569	1,162		-	-	Reprofiling of £1.162m in to 2024/25. A review of the programme has been undertaken. Nationally there is delay in vehicle supply and thus delivery
40186	Commercial Waste Containers	25	0	0	25	0		-	-	Anticipating full spend in quarter 4 of 2023/24.
40187	On Street Recycling Bins	18	0	0	8	10		-	-	Reprofiling of £0.010m in to 2024/25. Funds earmarked for street furniture in Kidlington village centre
40188	Thorpe Lane Depot Capacity Enhancement	0	7	0	7	0		7	7	Retention payments paid in 2023/24
40216	Street Scene Furniture and Fencing project	48	45	0	45	3		-	-	£0.045m to be spent in 2023/24 at various play and open spaces. Anticipating reprofiling of £0.003m
40218	Depot Fuel System Renewal	35	0	0	0	35		-	-	Reprofiling of £0.035m required in to 2024/25. This will be reviewed as the new Bicester Depot site progresses.
40222	Burnehyll- Bicester Country Park	159	22	10	50	109		-	-	Anticipating reprofiling of £0.109m into 2024/25. Project delivery programme is under review
40248	Solar Panels at Castle Quay	53	0	0	0	0		(53)	(53)	Delivery and scope of project to be reviewed
40257	Additional Commercial Waste Containers	10	0	0	10	0		-	-	Anticipating full spend in quarter 4 of 2023/24

40258	Kidlington Public Convenience Refurbishment	90	0	0	0	90		-	-	Reprofiling of £0.090m required in to 2024/25. A re-tender is required.
40259	Market Equipment Replacement	15	0	0	8	7		-	-	Reprofiling of £0.007m required in to 2024/25.
40289	Computer Software Upgrade for Vehicle Management	12	0	0	12	0		-	-	Anticipating full spend in quarter 4 of 2023/24
40291	New Commercial Waste IT System	25	0		25	0		-	-	Anticipating full spend in quarter 4 of 2023/24
	Environmental Services	2,221	643	63	759	1,416	0	(46)	(46)	
40245	Enable Agile Working	15	0	0	15	0		0	0	The funding is intended to be used to purchase the technology needed to enable the teams to use our new case management system whilst 'on-site' carrying out inspection work, etc. We have trialed different tablets but have delayed the project since the release of the app that will support mobile working continues to be delayed. The app is now due for release early 2024. The mobile working approach will potentially save approx. £1400 pa through reducing costs (mileage, printing and stationery) as well as making the inspection process more efficient, delivering an improved customer experience and realising a resource saving of 0.2 FTE. The ongoing cost of the app will be approx. £1500 pa.
	Regulatory Services	15	0	0	15	0	0	0	0	
40293	Planning - S106 Projects	160	160	0	160	0		0	0	S106 Funded contribution towards the construction and mechanisation of bridge over Oxford Canal (Canal and River Trust)
	Planning and Development	160	160	0	160	0	0	0	0	
	Communities	3,782	845	208	1,360	2,376	0	(46)	(46)	
	Capital	29,070	10,040	842	14,890	13,897	0	(283)	(185)	

CHERWELL TOTAL CAPITAL PROJECT EXPENDITURE

CODE	DESCRIPTION	Total 23/24 Project Budget	Forecast	RE-PROFILED BEYOND 2023/24	23/24 Variance	Future Years Budget	Project Total Budget	Project Total forecast	Project Total Variance	Narrative
40010	North Oxfordshire Academy Astrourf	183	46	137	0	0	183	183	0	Good progress made to date on scale,scope and nature of the project. Close working with the school. Next steps are to apply for pre-application planning advice and complete project costings.
40019	Bicester Leisure Centre Extension	79	0	79	0	0	79	79	0	The project continues to progress as predicted. Outline costings for the project have been received. The next step is to complete a detailed business case prior to planning permission being sought.
40083	Disabled Facilities Grants	1,550	1,500	50	0	4,956	6,506	6,506	0	£108k additional funding from DLUHC was confirmed in September and has been added to the budget.
40084	Discretionary Grants Domestic Properties	140	90	0	(50)	600	740	690	(50)	This budget covers small repairs and larger essential repairs to vulnerable households and some grants for landlords. Demand for essential repairs is typically heavily weighted towards the winter months. Private rented sector market forces have led to lower than usual uptake of landlord grants, so an underspend is now expected. Range of grants offered is being reviewed to ensure correct targeting and full spend next year.
40160	Housing Services - capital	160	0	160	0	0	160	160	0	Developer completions slower at NW Bicester than expected therefore final payment will be made to the developer in 2024/25.
40251	Longford Park Art	45	0	45	0	0	45	45	0	The final delivery of the public art programme is dependent on overall site handover which has been delayed by the developers. The remaining spend on the public art programme has been reprofiled to acknowledge this.
40262	Town Centre House Roof Repair	4,750	4,750	0	0	2,548	7,298	6,548	(750)	Latest estimated spend following the tender process and finalised costs of purchase.
40275	UKSPF - CDC community facilities x 3	30	30	0	0	0	30	30	0	Projects completed
40131	S106 Capital Costs	15	11	0	(4)	0	15	11	(4)	S106 funding has been identified for projects that have proceeded this year and there will be no overspend at year end
40294	S106 - Ambrosden Community Facility Project	20	0	20	0	0	20	20	0	Parish Council has a variety of projects they are looking to bring forward to increase capacity at the village hall.
40295	S106 - Ambrosden Indoor Sport Project	65	0	65	0	0	65	65	0	Indoor Sport Project involving upgrades to a portacabin building.
40296	S106 - Ambrosden Outdoor Sports	130	0	130	0	0	130	130	0	Site to be confirmed before project can move forward; options appraisal underway.
40297	S106 - Ardley & Fecwott Play Area Project	15	0	15	0	0	15	15	0	Awaiting direction from the parish council regarding further play area investment.
40298	S106 - Ardley & Fecwott Village Hall Project	9	6	3	0	0	9	9	0	Village Hall project for chairs and tables submitted, S106 spend approved.
40299	S106 - Banbury Indoor Tennis Centre	55	60	0	5	0	55	60	5	Review of overall projected costs currently taking place.
40300	S106 - Bicester Leisure Centre Extension	1,154	0	1,154	0	0	1,154	1,154	0	Initial stages of feasibility have been completed with high level costings received to deliver the project. Further stages required including detailed business case
40301	S106 - Graven Hill Outdoor Sport Project	52	0	52	0	0	52	52	0	Initial discussions around delivery model and engagement with project management consultants to move forward with the project
40302	S106 - Grimsbury Community Centre Projects	20	0	20	0	0	20	20	0	No further projects identified at present.
40303	S106 - Hanwell Fields Community Centre Projects	180	0	180	0	0	180	180	0	No decision at present on capital project to be brought forward.
40304	S106 - Hook Norton Sport And Social Club Project	80	0	80	0	0	80	80	0	The scale and scope of the project is yet to be confirmed.
40305	S106 - Horley Cricket Club Pavilion Project	110	0	110	0	0	110	110	0	Horley Cricket Club in contact with CDC, looking at a staged project due to cost increases for a new build. Actively working with the club to finalise project details.
40306	S106 - Improvements to Bloxham Recreation Ground	35	34	0	(1)	0	35	34	(1)	Project for works to the roof at the changing room pavilion received and S106 spend approved.
40307	S106 - Kidlington & Gosford Leisure Centre	20	0	20	0	0	20	20	0	No detailed projects as yet for this spend.
40308	S106 - Milton Road Community Facility and Sports Pitch Project	479	8	471	0	0	479	479	0	Awaiting Update from Parish Council
40309	S106 - NOA Improvements	700	100	600	0	0	700	700	0	High level costings/detailed plans have now been received for this project, further works required to developing the business cases/other stages of feasibility
40310	S106 - Spiceball Leisure Centre Improvements	14	0	14	0	0	14	14	0	Options are being considered
40311	S106 - The Hill Improvements Project	50	0	50	0	0	50	50	0	Various possible projects are being considered to provide improvements to the external area around The Hill.
40312	S106 - Whitelands Farm Sports Ground (Pedestrian crossing and various works)	76	76	0	0	0	76	76	0	Remedial works to pathways/outdoor gym areas/bank slippage have been completed. Progress continues into the instal of the new pedestrian crossing
40313	S106 - Woodgreen Leisure Centre Improvements	47	0	47	0	0	47	47	0	Plans in development stage relating to the modernisation of the changing facilities.
40315	S106 - Longford Park Sport Pitches	50	29	21	0	0	50	50	0	Forecast to spend by the end of the financial year
40314	S106 - Deddington Parish Council Projects	40	39	1	0	0	40	40	0	Forecast to spend by the end of the financial year
40318	S106 - Steeple Aston Parish Council Village Hall Sports and Recreation Centre	11	11	0	0	0	11	11	0	
40319	Local Authority Housing Fund R2	1672	1616	56	0	0	1,672	1,672	0	Grant agreements have been concluded with two registered providers of social housing, Sanctuary Housing and South Oxfordshire Housing Association (SOHA) to bring homes forward for clients within resettlement scheme. Grants to be paid in this financial year
Wellbeing & Community		12,036	8,406	3,580	(50)	8,104	20,140	19,340	(800)	
40208	HR Payroll System	0	(23)	0	(23)	0	0	(23)	(23)	unmatched accrual balance
40292	ITrent HR System Upgrades	30	0	0	(30)	120	150	120	(30)	We have completed the overall implementation now so no longer have a need for the capital.
HR & OD		30	(23)	0	(53)	120	150	97	(53)	
Chief Executives		12,066	8,383	0	(103)	8,224	20,290	19,437	(853)	
40111	Admiral Holland Redevelopment Project (phase 1b)	61	61	0	0	0	61	61	0	On target
40139	Banbury Health Centre - Refurbishment of Ventilation, Heating & Cooling Systems	130	0	130	0	0	130	130	0	Work is scheduled for delivery in Q1 24/25.
40144	Castle Quay	2,795	250	2,545	(0)	0	2,795	2,795	(0)	As part of the Castle Quay Development and the regeneration of Banbury, the Council is working closely and in partnership with a number of public and private organisations to repurpose parts of Castle Quay Shopping Centre to deliver a number of complimentary uses enabling the regeneration of Banbury. Once each element has been contractually agreed, work can commence.
40162	Housing & IT Asset System joint CDC/OCC	26	0	26	0	0	26	26	0	Forecasting on target
40167	Horsefair, Banbury	55	35	20	0	0	55	55	0	The works design is now completed for paving to the footpath on Horsefair. Project to be procured Q4 of the 2023/24 financial year

40191	Bodcote House Fire Compliance Works	149	0	60	(89)	0	149	60	(89)	Assessment completed, with works being developed and scoped from the assessment
40197	Corporate Asbestos Surveys	0	0	0	0	0	0	0	0	No longer needed
40201	Works From Compliance Surveys	99	0	0	(99)	0	99	0	(99)	Works complete - funds no longer required
40203	CDC Feasibility of utilisation of proper Space	100	178	0	78	0	100	178	78	Works are in progress, will be finalised in Q4
40219	Community Centre - Works	54	54	0	0	0	54	54	0	Banbury Museum atrium stairwell works, currently in design with completion due in Q4 of the financial year 2023/24. Works are being tendered - may need reprofiling but aim is to complete by end of the year.
40224	Fairway Flats Refurbishment	356	50	160	(146)	0	356	210	(146)	This project is within the asset review which will be completed in Q4 of the financial year 2023/24. Some works to be reprofiled for 2024/25.
40227	Banbury Museum - Decarbonisation Works	0	20	0	20	0	0	20	20	End of defects period retention payments due
40239	Bicester East Community Centre	1,371	500	871	0	0	1,371	1,371	0	Now on site for a 35 week project. £1.371m of capital funding remains allocated to deliver this bespoke community centre for local residents. Some spend requiring to be reprofiled to 2024/25.
40241	Thorpe Road Roof Works	35	35	0	0	0	35	35	0	Carrying out drone survey of roof to identify condition ready for scoping and design.
40242	H&S Works to Banbury Shopping Arcade	127	15	112	0	0	127	127	0	Works currently in design together with review with investigations on potential partial recoverability from tenant service charge.
40246	Banbury Museum Pedestrian Bridge	3	3	0	0	0	3	3	0	On target
40249	Retained Land	260	73	187	0	0	260	260	0	Works almost complete pending final report
40252	Expiring Energy Performance Certificates plus Associated works	96	28	68	0	0	96	96	0	Works instructed and surveys complete, working on the recommendations for any improvement works to maintain a compliant EPC
40253	Energy Performance Certificates Gov't Implementation of target B - Strategic Plan	60	44	0	(16)	0	60	44	(16)	Works instructed and surveys in train, completion by end of Q4 of the financial year 2023/24
40254	Thorpe Lane Depot - Renewal of Electrical Incoming Main	171	0	171	0	0	171	171	0	Works are currently designed pending tender of the Electrical supply infrastructure. Works to be coordinated with the District Network Operator to install the new sub station, who are engaged. Waiting for dates from the DNO.
40255	Installation of Photovoltaic at CDC Property	79	0	79	0	0	79	79	0	Preparing scope so that feasibility can be carried out to maximise potential PV to the site. Planned delivery quarter one of the financial year 2024/25
40263	Kidlington Leisure New Electrical Main	20	0	20	0	0	20	20	0	Works are currently designed pending tender of the Electrical supply infrastructure. Works to be coordinated with the District Network Operator to install the new sub station, who are engaged. Waiting for dates from the DNO. SP working with legal. Planned delivery expected to be Q2 2024/25
40264	Sunshine Centre	190	20	170	0	0	190	190	0	New Heating Boilers and LED lighting are required at the property. The specification has been completed and is with the procurement team for tendering.
40279	Spiceball Sports Centre - Solar PV Car Ports	180	7	173	0	0	180	180	0	Preparing scope so that feasibility can be carried out to maximise potential PV to the site. Planned delivery quarter one of the financial year 2024/25
40280	Kidlington Sports Centre - Solar PV Car Ports	137	0	137	0	0	137	137	0	Preparing scope so that feasibility can be carried out to maximise potential PV to the site. Work cannot start until electrical mains installed (dependant on DNO). Planned delivery Q2 2024/25
40281	North Oxfordshire Academy - Solar Panels	18	0	18	0	0	18	18	0	Preparing scope so that feasibility can be carried out to maximise potential PV to the site. Planned delivery quarter one of 24/25
40282	Community Centre Solar Panels	108	0	108	0	0	108	108	0	Preparing scope so that feasibility can be carried out to maximise potential PV to the site. Planned delivery Q1 of 24/25
40283	Thorpe Lane - Solar Panels	34	0	34	0	0	34	34	0	Preparing scope so that feasibility can be carried out to maximise potential PV to the site. Planned delivery Q1 2024/25
40284	Thorpe Lane - Heater Replacement (Gas to Electric)	28	5	23	0	0	28	28	0	Preparing scope so that feasibility can be carried out to maximise potential PV to the site. Planned delivery Q2 2024/25
40015	Car Park Refurbishments	46	0	46	0	0	46	46	0	This to continue the projects of pay on exit sites across the district and upgrading of pay machines from 3G to 4G.
40026	Off Road Parking	18	0	0	(18)	0	18	0	(18)	Budget no longer required - saving.
40217	Car Parking Action Plan Delivery	18	0	18	0	0	18	18	0	Project is part of ongoing review of Car Park Action Plan. Reprofiled into beyond 23/24. This project has been transferred from ES
40260	Land for New Bicester Depot	2,869	3,130	0	141	10	2,999	3,140	141	Project completed. Purchase of site finalised in quarter 3.
40278	Development of New Land Bicester Depot	2,775	25	2,750	0	1,200	3,975	3,975	0	Scoping underway. Spend will require re profiling in line with programme, detail to be confirmed as work is undertaken.
40317	Cope Road, Banbury	30	30	0	0	0	30	30	0	Design work completed pending tendering and submission to Procurement team.
Property		12,618	4,563	7,921	(134)	1,210	13,828	13,694	(134)	
40256	Processing Card Payments & Direct Debits	20	0	20	0	0	20	20	0	This is being rolled into 24/25 as this project is linked to upgrades on another Finance system.
Finance Total		20	0	20	0	0	20	20	0	
40237	Council Website & Digital Service	122	122	0	0	0	122	122	0	Work underway to select a product to form basis of Unified CRM Platform. Platform in place and initial Pilot expected to complete Q4.
40274	Digital Futures Programme	112	112	0	0	0	112	112	0	Works planned for 23/24
40285	Digital Strategy	350	350	0	0	0	350	350	0	Year one of the Digital Future strategy looks to: 1) Implemented a Data Lakehouse platform as a foundation to the Data and Analytics strategy. 2)Improve cyber security by aligning with a standard framework and implementing additional security measures (by end of Dec 2023) 3) Move all online files to sharepoint to reduce hosting costs (by end Oct 2023) 4) Implement new devices to monitor Fly Tipping in two locations.
ICT		584	584	0	0	0	584	584	0	
Resources		13,222	5,147	7,941	(134)	1,210	14,432	14,298	(134)	
40062	East West Railways	137	137	0	0	4,189	4,326	4,326	0	The capital fund has been set up to enable the Council's costs to be recharged when responding to enquiries and regulatory applications made in connection with the EWR project.
40286	Transforming Market Square Bicester	1,000	40	960	0	3,250	4,250	4,250	0	"£0.180m approved by Executive (sept23) for design and consultation work in 2023/24 (for final plans for Market Square Public Realm and full business plan). Design Consultants to be procured Feb24 £0.040m to be spent by end of financial year remaining budget to be reprofiled into 2024/25 for continuation of the project."
40287	UK Shared Prosperity Fund (UK SPF) Year Two Investment Plan Programme	82	82	0	0	162	244	244	0	Improvements to town centres and highstreets and community facilities
40288	UKSPF Rural Fund	167	167	0	0	395	562	562	0	Investment in capacity building and infrastructure support for local civil society and community groups. A capital grant scheme for infrastructure improvements to village and rural community halls launched in September 2023, with a closing date of 6th November. A second application round is now open and will close on 4th February
Growth & Economy		1,386	426	960	-	7,996	9,382	9,382	0	
40028	Vehicle Replacement Programme	1,731	569	1,162	0	5,242	6,973	6,973	0	Full spend anticipated by March 2025
40186	Commercial Waste Containers	25	25	0	0	0	25	25	0	Full spend anticipated in quarter 4 of 2023-24.
40187	On Street Recycling Bins	18	8	10	0	0	18	18	0	Full spend anticipated by March 2025
40188	Thorpe Lane Depot Capacity Enhancement	0	7	0	7	0	0	7	7	Delayed retention payments made.
40216	Street Scene Furniture and Fencing project	48	45	3	0	12	60	60	0	Full spend anticipated by March 2026
40218	Depot Fuel System Renewal	35	0	35	0	24	59	59	0	Full spend anticipated by March 2025
40222	Burnehill- Bicester Country Park	159	50	109	0	0	159	159	0	Full spend anticipated by March 2025
40248	Solar Panels at Castle Quay	53	0	0	(53)	0	53	0	(53)	Budget no longer required for this financial year. It is believed the bid/project is out of date so a review of the requirements on site is required and a new bid to be submitted when review completed.
40257	Additional Commercial Waste Containers	10	10	0	0	0	10	10	0	Full spend anticipated in quarter 4 of 2023-24.
40258	Kidlington Public Convenience Refurbishment	90	0	90	0	0	90	90	0	Full spend anticipated by March 2025
40259	Market Equipment Replacement	15	8	7	0	0	15	15	0	Full spend anticipated by March 2025
40289	Computer Software Upgrade for Vehicle Management	12	12	0	0	0	12	12	0	Full spend anticipated by March 2024
40291	New Commercial Waste IT System	25	25	0	0	0	25	25	0	Full spend anticipated by March 2024
Environmental		2,221	759	1,416	(46)	5,278	7,499	7,453	(46)	
40245	Enable Agile Working	15	15	0	0	0	15	15	0	The funding is intended to be used to purchase the technology needed to enable the teams to use our new case management system whilst 'on-site' carrying out inspection work, etc. We have trialled different tablets but have delayed the project since the release of the app that will support mobile working continues to be delayed. The app is now due for release early 2024. The mobile working approach will potentially save approx. £1400 pa through reducing costs (mileage, printing and stationery) as well as making the inspection process more efficient, delivering an improved customer experience and realising a resource saving of 0.2 FTE. The ongoing cost of the app will be approx. £1500 pa.

Regulatory Services	15	15	0	0	0	15	0	
40293 Planning - S106 Projects	160	160	0	0	0	160	0	S106 Funded contribution towards the construction and mechanisation of bridge over Oxford Canal (Canal and River Trust)
Planning and Development	160	160	0	0	0	160	0	
Communities	3,782	1,360	2,376	(46)	13,274	17,056	17,010	(46)
Capital Total	29,070	14,890	13,897	(283)	22,708	51,778	50,745	(1,033)

Appendix 2 - Report Details – Additional Revenue narrative

Chief Executive

Chief Executives are forecasting an underspend of (£0.330m) against a budget of £6.044m (-5.5%). Directorate is working efficiently to deliver high quality services within its budget envelope.

HR & OD

£0.000m Variance HR are forecasting to be on budget at year end.

Variation to
December's Forecast
£0.000m

Wellbeing & Housing

Variation Proactive work from the team has increased income.
(£0.200m) Particularly in the areas of housing standards, where
underspend enforcement actions to improve homes in the rented sector
 have increased income. There has also been better use of
 external funding received.

Variation to
December's Forecast
(£0.000m)

Customer Focus

Variation We are currently forecasting an underspend at year end
(£0.130m) underspend by managing vacancies and operational costs to offset the
 reduction in land charges income caused by volatile
 market conditions.

Variation to We have found an additional £50,000 of savings from
December's Forecast staffing efficiencies to increase our year-end underspend
(£0.050m) forecast to £130,000.

Resources

Resources are forecasting £0.472m overspend against a budget of £4.765m (9.9%).

There are tight managerial controls within the resources directorate that have enabled a small forecast overspend. An understanding on the election costs is underway, and the team will work towards mitigating this further.

Finance

Variation (£0.050m) underspend	Based on the latest information, it is forecasted that bank charges linked to processing payments will be less than budgeted, mitigating other minor overspends. We have also over achieved regarding grant income.
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Variation December's Forecast (£0.000m)	to
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Legal, Democratic, Elections & Procurement

Variation £0.345m Overspend	Overspend is due to: 1) higher than anticipated costs of delivering the District Elections. 2) an unavoidable reliance on agency staff whilst we continue with recruitment for permanent staff. 3) Legal fees and license charges for case management system . 4) Under recovery of income due to decrease in s106 fees (because of work being carried out externally).
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Variation December's Forecast £0.058m	to	The overspend from last month is largely driven by increased agency costs. A permanent recruitment campaign has been implemented.
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ICT

Variation £0.025m overspend	£0.025m overspend is made up of: - 1) (£0.020m) underspend due to savings we have made from further reductions in redundant and underutilised phone lines and a reduction in hardware expenditure as more of our infrastructure is cloud based.
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Variation December's Forecast	to	2) 0.045m overspend due to costs incurred for consultancy services, subscriptions and licenses.
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£0.045m

Property

Variation
£0.152m Overspend

£0.036m overspend in Property is largely as a result of a dependency on agency staff. Permanent recruitment is ongoing. The remaining 0.116m is a result of an overspend within car parks (previously ES). The £0.116m can be broken down as:

- 1) £0.028m under recovery of car park income and
 - 2) 0.078m increase in the forecasted fee payable to OCC for car park management
 - 3) Various other small overspends totalling £0.010m
- This £0.116m overspend is therefore a result of historical pressures which have since been identified following the movement of the service.

Variation
December's Forecast
£0.016m

to £0.015m within Car Parks – estimated amount owed re the car park contract has increased by £0.006m because projected PCM monies (which get deducted from fee we pay) appeared too optimistic when reviewed. Of the remaining £0.010m, £0.008m is an estimated overspend on Electricity at the Bus Station.

The extra staff cost is partly offset by a projected over recovery of commercial rental income and the under recovery of Car Park income is partly offset by a reductions in anticipated management fees.

Communities

Communities are forecasting an overspend of £0.189m against a budget of £10.253m, (1.8%).

The Directorate has looked carefully across all the service budget areas to identify savings to support the external cost pressures in Environmental services and Planning Development for appeal costs that haven't been accounted for.

Planning &
Development

Variation
£0.231m Overspend

Planning and Development now forecasts an overspend of £0.231m. This is the result of agency staffing costs exceeding the cost of unfilled established posts, the cost of legal and consultant representation for planning appeals and Building Control income forecasts remaining lower than budget.

Variation to
December's Forecast
(£0.077m)

The £0.231m overspend is £0.077m lower than last month's £0.308m due largely to higher income expectations from Planning Performance Agreements (£0.074m). Building control income is lower than expected this month by approximately £0.016m but offset by net cost reductions across the department.

A coordinated recruitment campaign is being pursued to fill established posts and costs are continuing to be managed closely.

Growth & Economy

Variation
(£0.090m)
Underspend

The UK Shared Prosperity grant received for 2023/24 has been utilised to support the services in delivering the Councils priorities allowing for Council resource to be diverted to support other services within the Communities directorate

Variation to
December's Forecast
£0.000m

Environmental

Variation
£0.072m
Overspend

The forecasted pressure of £0.072m within Environmental Services is primarily due to changes in the global market for recycled materials falling as recycling processing costs have increased.

Commodity prices are currently very volatile, and this could change again during the fourth quarter.

Variation to
December's Forecast
(£0.027m)

The movement of (£0.027m) is a result of additional income through various waste and recycling streams and a reduction in anticipated gate fee costs for dry recycling and food waste.

Monthly meetings with our recycling reprocessor and monitoring of the individual commodity prices allows to estimate gate fees in advance of the quarterly price agreement.

Cost savings identified for 2024/25 for direct delivery of food waste have been commenced early.

The service is continually reviewing its spend in less critical, front line services.

Regulatory

Variation
(£0.024m)
Underspend

Regulatory Services and Community Safety are forecasting a small underspend of (£0.024m). The forecasted saving is as a result of savings delivered through holding vacancies open for an extended period.

Variation to
December's Forecast
(£0.024m)

Executive Matters

Executive Matters is forecasting an underspend of (£0.048m) against the budget of £3.695m (-1.3%).

Interest

Variation
(£0.048m) underspend

Executive Matters are forecasting an over recovery of net interest, the windfall surplus is offset by movements of (£0.072m) to the Commercial Risk Reserve as part of Appendix 5.

Variation to
December's Forecast
(£0.000m)

Policy Contingency

Policy Contingency is forecasting and underspend of (£1.818m) against a budget of £3.695m, (-51.6%)

Policy Contingency

Variation
(£1.818m)

The unallocated inflation contingency underspend forecast this month within policy contingency will mitigate the under-recovery of S31 grant and the remaining offsetting the overspend within directorates.

Variation to
December's Forecast
£0.000m

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Appendix 4 - Funding for 2023/24

Specific Funding received since budget was set

Dept.	Grant Name	Funding
		£
DLUHC	Elections New Burdens	71,283
DLUHC	Homelessness Prevention Grant	761,091
DLUHC	Local Council Tax Support Scheme Grant	177,020
DLUHC	Domestic Abuse Grant	36,284
DLUHC	Tenant satisfaction measures new burdens	5,172
DLUHC	Rough Sleepers Initiative	197,606
DLUHC	Pavement Licensing New Burdens	1,000
DLUHC	Homes for Ukraine	1,026,825
Home Office	Asylum seeker dispersal grant	280,750
Home Office	Afghan relocations and assistance policy	314,344
Home Office	Syrian Resettlement Scheme	27,785
BEIS	Energy Bills Support Scheme New Burdens	22,220
		2,921,380

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Appendix 5 - Reserves and Grant Funding

Uses of/ (Contributions to) Reserves

Specific requests

Directorate	Type	Description	Reason	Amount £m
Resources	Earmarked	Market Risk Reserve	Treasury over-recovery of income to Market risk reserve.	(0.072)
Chief Executive	Earmarked	Projects Reserve	Return unspent funding allocated to 'work in default' on properties to make them safe.	(0.021)
Chief Executive	Earmarked	Cherwell Lottery Reserve	Income from the sale of Cherwell Lottery tickets to be then paid out to successful bidders of community organisations	(0.006)
Chief Executive	Earmarked	Projects Reserve	Return unspent allocation of awards given to community groups to celebrate the King's coronation.	(0.015)
Resources	Earmarked	Dilapidations, Garage Project & Canalside Reserve	Transfer £95K of unspent back to reserve to be released in 24/25.	(0.095)
Communities	Earmarked	Development Management Casework Reserve	Return unspent reserve monies due to delays in recruitment therefore not required.	(0.050)
Communities	Earmarked	Local Plan Charges Reserve	This budget will need to be released in 24/25 as the Local Plan gets underway to cover related legal costs that may arise.	(0.100)
Communities	Earmarked	Licensing	The surplus of licensing budget must be ringfenced for future fee setting.	(0.032)
Total Earmarked Reserves				(0.391)
Chief Executives	Ringfenced Grant		Return unspent SPARK grant to reserves.	(0.010)
Chief Executives	Ringfenced Grant		Return unspent COMF to reserve for release in 24/25	(0.071)
Communities	Ringfenced Grant		move unspent Bicester Garden Town to reserve for utilisation in 24/25	(0.221)
Resources	Ringfenced Grant		Match funding received from OCC, ringfenced for spend on Discretionary Housing Payments only. Will be allocated in 2024-25	(0.187)
Ringfenced Grants				(0.489)

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Agenda Item 7

Budget Planning Committee	
Work Programme 2024/2025	
Date	Agenda Items
4 June 2024	Local Government Finance Training
16 July 2024	Finance Monitoring Report - 2023/24 Outturn
	Work Programme Update

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