

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

**27 November 2018**

<b>Finance Monitoring Report – September 2018</b>
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**Report of the Assistant Director – Finance and Procurement**

This report is public

**Purpose of report**

This report summarises the Finance monitoring position as at the end of each month.

**1.0 Recommendations**

1.1 To note the contents of the report.

**2.0 Introduction**

2.1 The Council is committed to financial monitoring reviews on a monthly basis. This demonstrates an improvement from previous years where reporting has been quarterly.

2.2 Regular reporting is extremely important and we are committed to improving this during 2018/19. The committee will be able to provide input into the way the reporting develops further during the year.

**3.0 Report Details**

3.1 The frequency of information is being improved during 2018/19. We have introduced monthly monitoring and reporting across the organisation. This improvement in reporting regularity will provide budget managers, senior leadership and members with more up to date information regarding the financial position and outlook for the Council.

3.2 The finance team has aligned itself with the business areas to provide better support, consistency and continuity of advice moving forward across both revenue and capital budgets in addition to monitoring any over funding levels.

3.3 The organisation is developing its monitoring and forecasting process and working closely with managers across the Council. The Council is currently forecasting a surplus of (£19k).

This relates to: -

- Environmental Services overspend of £101k comprises of £148k overspend due to the increase in price charge per tonne (Gate fees) for dry goods recycling and savings of (£87k) from vacant post savings part way through the year.
- Environmental Health & Licensing underspend of (£20k) relates to reactive maintenance and savings from a vacant post.
- Finance and Procurement overspend of £120k relates to additional interim staff and resource required to support the production of the Statement of Accounts and support financial management improvements within Finance and Procurement.
- Property Investment and Contract Management overspend of £303k £289k relates to the income due for Crown House that will not be realised in 2018/19 due to the delay in the project completion date and the remaining £14k NDR Budget realignment cost.
- Law and Governance overspend of £46k, £25k relates to a decrease in land charge income due to the current economic climate and the use of temporary resources to cover a statutory role and £21k for the outsourcing of the Corporate Fraud Team to OCC.
- Planning Policy and Development overspend of £279k comprises of the under recovery of planning income of £170k, due to the volatility of the expected number of planning applications, there is an earmarked reserve to assist with managing this risk, additionally the cost of the Interim Executive Director of Place and Growth costs overspend of £34k, Building Control overspend of £75k due to continuous reliance on agency staff.
- The housing underspend of (£50k) relates to additional income (£32k), due to a change in legislation for this area and (£18k) relating to further vacant posts.
- The Communities underspend of (£17k) consists of (£25k) savings on Management Fees payable, (£25k) reduction in grant payable and an additional £33k budget realignment cost.
- Strategic Marketing & Communications Overspend of £36k due to interim resources costs.
- HR, OD & Payroll overspend £20k relating to additional legal costs.
- Performance & Transformation (£67K) underspend due to staff budget realignment.
- The Executive Matter Underspend of (£17k) relates to a reduction in pension costs.
- Funding and reserve management (£670k).

3.4 The Council Capital Programme is currently forecasting an underspend of (£187k), this reduction is due to the Wellbeing budget (52k) and Environment budget (£90k) are no longer required, Finance and Governance underspend of (£75k) comprising of (£104k) savings for work completed on Community Buildings, due to the cost being less than the original bid and additional cost of £29k for a second fire exit route at Antelope Garage.

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

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

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

## **5.0 Consultation**

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

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

6.1 This report sets out the performance against the 2018/19 plan. As this is a monitoring report, no further options have been considered. However, members may wish to request that officers provide additional information.

## **7.0 Implications**

### **Financial and Resource Implications**

7.1 There are no direct financial implications arising directly from the production of this report.

Comments checked by:

Kelly Watson, Assistant Director – Finance and Procurement

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### **Legal Implications**

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

Comments checked by:

James Doble, Assistant Director – Law and Governance

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### **Risk Management**

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

Comments checked by: Hedd VaughanEvans

Hedd Vaughan-Evans, Assistant Director, Performance and Transformation

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## **8.0 Decision Information**

### **Wards Affected**

All

## Links to Corporate Plan and Policy Framework

All

### Lead Councillor

Councillor Tony Illott, Portfolio Holder for Finance and Governance

### Document Information

<b>Appendix No</b>	<b>Title</b>
Annex 1	Executive Report, Monthly Performance, Risk and Finance Monitoring Report September 2018
Appendix 1	Business Plan on a page – Final
Appendix 2	Performance KPIs & Programme Measures
Appendix 3	Leadership Risk Register September v1
Appendix 4	CDC Capital
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