

This report is public	
Finance Monitoring Report November 2025	
Committee	Executive
Date of Committee	6 January 2026
Portfolio Holder presenting the report	Portfolio Holder for Finance, Property and Regeneration, Cllr Lesley McLean,
Date Portfolio Holder agreed report	19 December 2025
Report of	Assistant Director of Finance (S151 Officer), Michael Furness

Purpose of report

To report to Executive the council's forecast year-end financial position as at the end of the November 2025. Further detail can be found in the report and its appendices.

1. Recommendations

The Executive resolves:

- 1.1 To consider and note the contents of the council's financial management report as at the end of November 2025.
- 1.2 To approve the release of £0.060m from Policy Contingency for development resource required for property projects, associated planning advisors, consultancy and initial ground condition reports, as well as information on flooding.
- 1.3 To approve the proposed write offs, set out in exempt Appendix 4.

2. Executive Summary

- 2.1 This report sets out the forecast year-end position for 2025/26, projecting an overspend of £0.609m to the financial year end. This is an increase of £0.209m compared to the year end forecast at Period 7.
- 2.2 The capital forecast year-end position will be reported on a Quarterly basis with the third report being December 2025.

Implications & Impact Assessments

Implications	Commentary			
Finance	Financial and Resource implications are detailed within sections 4.1 and 4.2 of this report. The reserves policy requires Executive to agree transfers to and from earmarked reserves and general balances during the financial year. Joanne Kaye, Head of Finance, 10 December 2025			
Legal	There are no legal implications arising at this stage. The Council has a fiduciary duty to council taxpayers, which means it must consider the prudent use of resources, including control of expenditure, financial prudence in the short and long term and the need to act in good faith in relation to compliance with statutory duties and exercising statutory powers. The Council has a statutory obligation to maintain a balanced budget and the monitoring process enables Executive to remain aware of issues and understand the actions being taken to maintain a balanced budget. The report sets out as at November 2025 finance position for the Council as part of its fiduciary duty to implement budgetary controls and monitoring. Denzil Turbervill, Head of Legal Services, 10 December 2025			
Risk Management	There are no risk implications arising directly from this report. Financial resilience and any risks link to it are managed through the Corporate Leadership Risk register. Celia Prado-Teeling, Performance Team Leader, 10 December 2025			
Impact Assessments	Positive	Neutral	Negative	Commentary
Equality Impact		X		There are no equalities implications arising directly from this report. Celia Prado-Teeling, Performance Team Leader, 10 December 2025
A Are there any aspects of the proposed decision, including how it is delivered or accessed, that could impact on inequality?		X		N/A
B Will the proposed decision have an impact upon the lives of people with protected characteristics.		X		N/A

including employees and service users?				
Climate & Environmental Impact		X		N/A
ICT & Digital Impact		X		N/A
Data Impact		X		N/A
Procurement & subsidy		X		N/A
Council Priorities	This report links to all council's priorities, as it summarises our progress against them during 2025/26.			
Human Resources	N/A			
Property	N/A			
Consultation & Engagement	N/A			

Supporting Information

3. Background

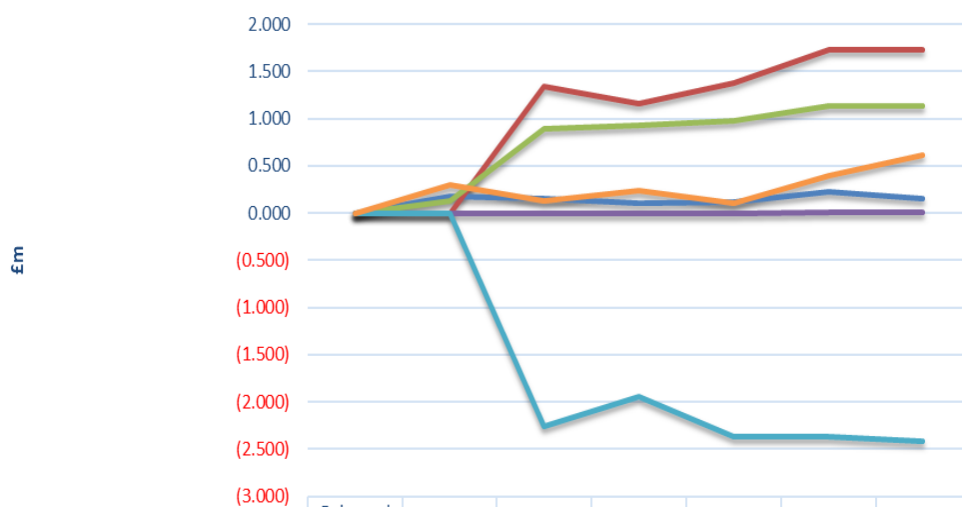
- 3.1 The council actively and regularly monitors its financial position to ensure it can deliver its corporate priorities and respond effectively to emerging issues.
- 3.2 This monitoring takes place monthly for finance, so the council can identify potential issues at the earliest opportunity and put measures in place to mitigate them.
- 3.3 These updates are consolidated on a quarterly basis where Performance and Finance updates are given due to the implications and interdependencies between them, and this is the summary financial forecast for the end of the financial year position for 2025/26.

4. Details

4.1 Finance Update

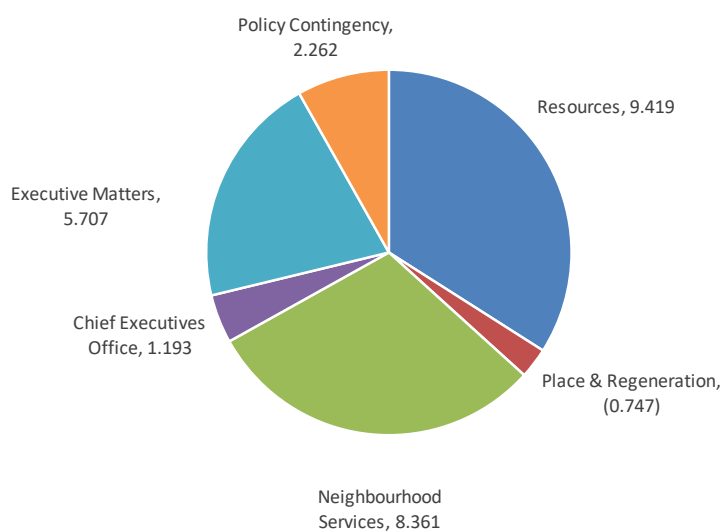
- 4.1.1 The Finance section presents the forecast year-end revenue position for the 2025/26 financial year and in a summary dashboard as detailed below:

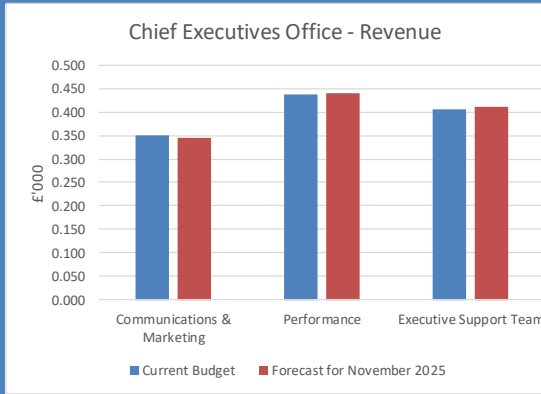
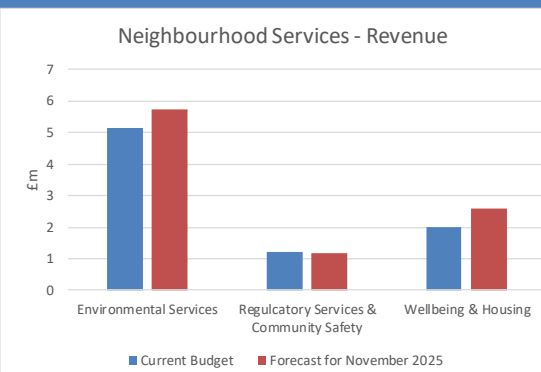
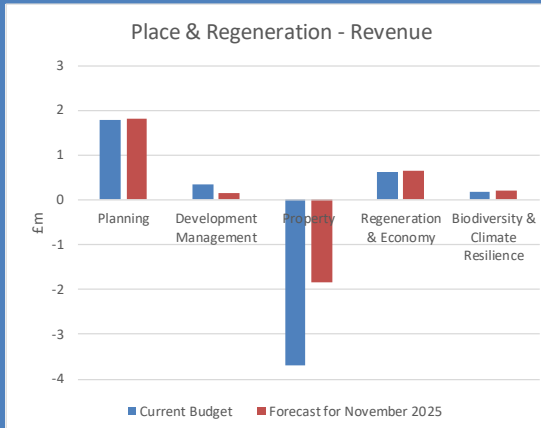
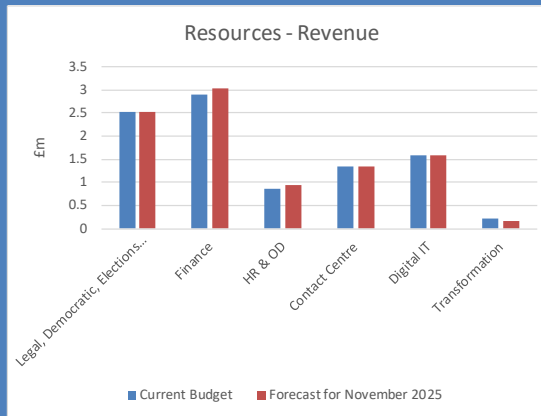
Monthly Forecast Variance By Directorate



Current Budget By Service Area

Total Net Budget £26.195m

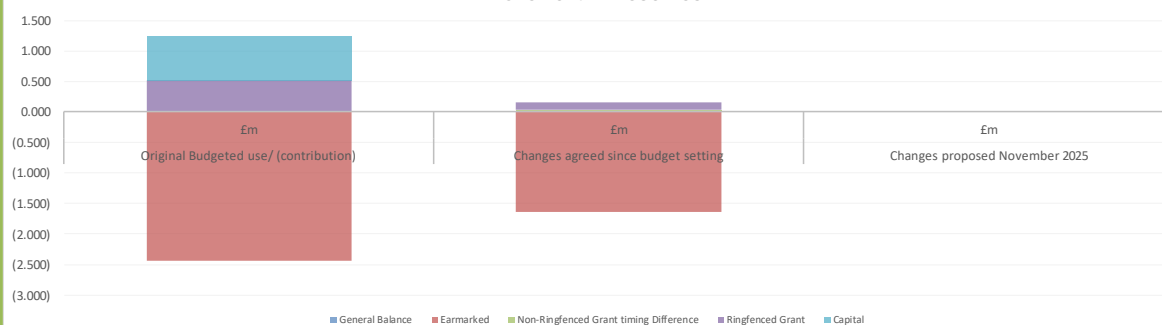




Directorate Analysis

Service	Resources	Place & Regeneration	Neighbourhood Services	Chief Executive Office	Executive Matters	Policy Contingency	Total
Budget approved by Council	9.419	-0.747	9.761	1.193	4.306	2.428	26.360
Budget Adjustments approved:							
Move of the EPR Budget to Env Servs			-1.400		1.400		
Current Budget	9.419	-0.747	8.361	1.193	5.706	2.428	26.360
Wellbeing & Housing - Top slice of grants, IT license costs and temporary accommodation costs			0.575				0.575
Environmental - gate fees, agency			0.926				0.926
Property - shortfall in projected income		1.843				-1.100	0.743
Environmental Services - Additional EPR funding			-0.309				-0.309
Treasury					-0.811		-0.811
Dividend					-0.500		-0.500
Transformation - over recovery of land charges income and vacancies	-0.066						-0.066
Contact Centre - minor underspend	-0.008						-0.008
Planning - Various		0.021					0.021
Development Management - Over Recovery of Income		-0.198					-0.198
Biodiversity & Climate Resilience		0.010					0.010
Regulatory Services underspend - staffing changes & less Contribution to CCTV than anticipated			-0.058				-0.058
Regeneration & Economy - primarily due to staffing costs where a full-time post is only partially funded (50%) through the service budget.		0.052					0.052
IT - Minor overspends across the service	0.015						0.015
HR & OD - Overtime policy changes non-deliver	0.041						0.041
HR & OD - Legal employment advice, Recruitment Costs & Minor Overspends	0.043						0.043
Chief Executives - Minor Overspends across the Directorate				0.005			0.005
Finance - increased expenditure on temporary accommodation & supported accommodation claims	0.197						0.197
Finance - Additional New Burdens Grant Income	-0.069						-0.069
Performance - Minor Overspend							0.000
Executive Support Team - Minor Overspend							0.000
Current (Under)/Overspends	0.153	1.728	1.134	0.005	-1.311	-1.100	0.588

Movement in Reserves



4.1.2 The council's overall forecast year-end position for 2025/26 is an overspend of £0.609m. The forecast currently shows an overspend across Directorates with potential mitigations that are currently being investigated, these mitigations are not part of the forecast.

The projected outturn for the services is summarised below in Table 1 and further details providing explanations for variances can be found in Appendix 2.

4.1.3 The table shows the November 2025 year-end forecast compared to the current budget across various services. Overall, the total budget is £26.195m, with a forecast of £26.804m, resulting in an overspend of £0.609m (2.3%). The largest variances are in Neighbourhood Services which includes, Environmental Services £0.617m, 12.0%, and Wellbeing & Housing £0.575m 28.8%, along with the

following in Place & Regeneration, Property £1.843m, 50.1%, and Development Management £0.198m, -57.6%,

The subtotal for directorates shows a £3.020m overspend (16.6%), compared to October, the overall position has worsened by £0.209m. Significant underspends are noted in Policy Contingency (£1.100m), (48.6%), and Executive Matters (£1.311m), (23%), which together provide a strong mitigating effect against directorate-level increases.

Table 1: Forecast Year End Position

Service	Current Budget £m	November 2025 Forecast to Year End £m	November Variance (Under) / Over £m	% Variance to current budget %	October Variance (Under) / Over £m	Change since Previous (better) / worse £m	
Legal, Democratic, Elections & Procurement	2.518	2.518	0.000	0.0%	0.000	0.000	
Finance	2.911	3.039	0.128	4.4%	0.178	(0.050)	
HR & OD	0.852	0.936	0.084	9.9%	0.086	(0.002)	
Contact Centre	1.340	1.332	(0.008)	0.6%	(0.009)	0.001	
Digital IT	1.575	1.590	0.015	1.0%	0.015	0.000	
Transformation	0.223	0.157	(0.066)	-29.6%	(0.046)	(0.020)	
Resources	9.419	9.572	0.153	1.62%	0.224	(0.071)	
Planning	1.796	1.817	0.021	1.2%	0.046	(0.025)	
Development Management	0.344	0.146	(0.198)	-57.6%	(0.239)	0.041	
Property	(3.681)	(1.838)	1.843	-50.1%	1.539	0.304	
Regeneration & Economy	0.609	0.661	0.052	8.5%	0.052	0.000	
Biodiversity & Climate Resilience	0.185	0.195	0.010	5.4%	0.010	0.000	
Place & Regeneration	(0.747)	0.981	1.728	-231.3%	1.408	0.320	
Environmental Services	5.133	5.750	0.617	12.0%	0.606	0.011	
Regulatory Services & Community Safety	1.232	1.174	(0.058)	-4.7%	(0.049)	(0.009)	
Wellbeing & Housing	1.996	2.571	0.575	28.8%	0.575	0.000	
Neighbourhood Services	8.361	9.495	1.134	13.6%	1.132	0.002	
Communications & Marketing	0.350	0.346	(0.004)	-1.1%	(0.004)	0.000	
Performance	0.437	0.440	0.003	0.7%	0.003	0.000	
Executive Support Team	0.406	0.412	0.006	1.5%	0.006	0.000	
Chief Executives Office	1.193	1.198	0.005	0.4%	0.005	0.000	
Subtotal for Directorates	18.226	21.246	3.020	16.6%	2.769	0.251	
Executive Matters	5.707	4.396	(1.311)	-23.0%	(1.269)	(0.042)	
Policy Contingency	2.262	1.162	(1.100)	-48.6%	(1.100)	0.000	
Total	26.195	26.804	0.609	2.3%	0.400	0.209	
FUNDING	(26.195)	(26.195)	0.000	0.0%	0.000	0.000	
Forecast (Surplus)/Deficit	0.000	0.609	0.609		0.400	0.209	

Note: A positive variance is an overspend or a reduction in forecast income and a (negative) is an underspend or extra income received.

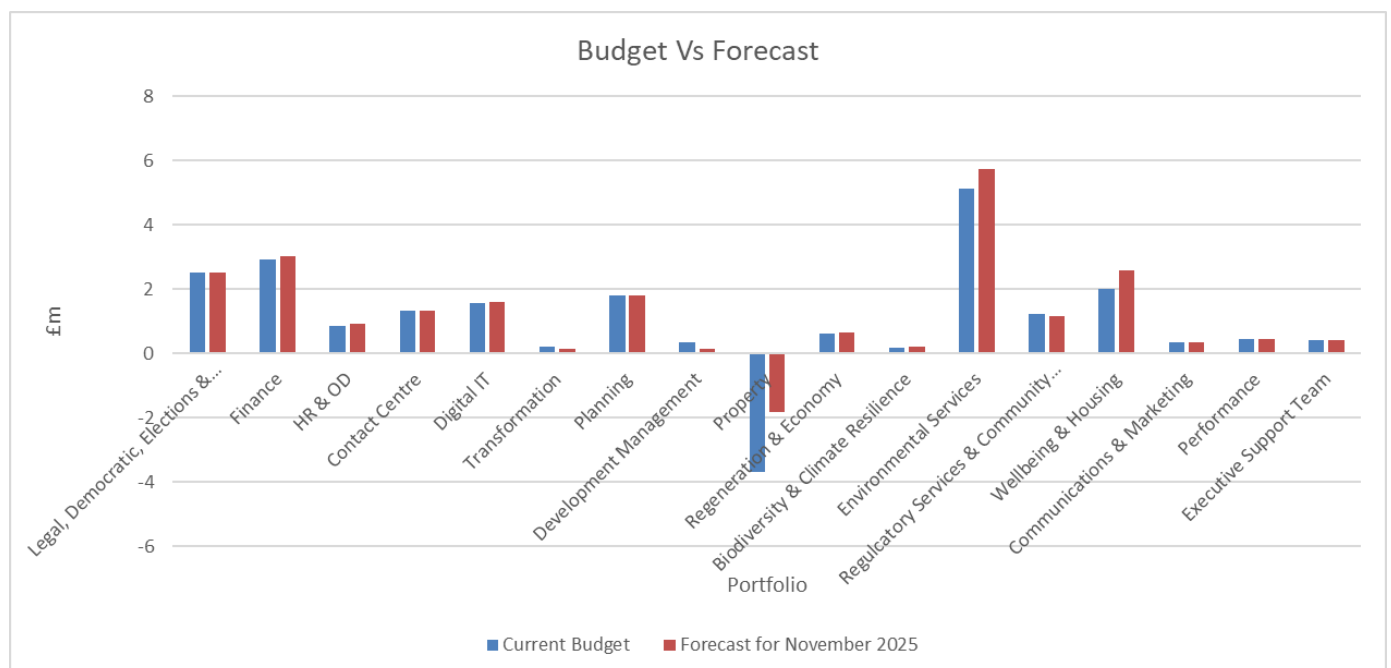
Green represents an underspend and red represents a overspend for the outturn position.

Table 2: Analysis of Variance – November 2025

Breakdown of current month forecast	November 2025 Forecast to Year End £m	Base Budget Over/ (Under) £m	Savings Non- Delivery £m
Resources	9.572	9.496	0.076
Place & Regeneration	0.981	0.923	0.058
Neighbourhood Services	9.495	9.164	0.331
Chief Executives Office	1.198	1.198	0.000
Subtotal Directorates	21.246	20.781	0.465
Executive Matters	4.396	4.396	0.000
Policy Contingency	1.162	1.162	0.000
Total	26.804	26.339	0.465
FUNDING	(26.195)	(26.195)	0.000
(Surplus)/Deficit	0.609	0.144	0.465

4.1.4 The graph below shows the Budget compared with the forecast to the end of the financial year.

Graph 1: Budget compared with Forecast



4.1.5 Table 3 below summarises the major forecast variances for the reporting period. Further details can be found in Appendix 2.

Table 3: Top Major Variances:

Service	Current Budget	Variance	% Variance
Property	(3.681)	1.843	-50.1%
Environmental	5.133	0.617	12.0%
Wellbeing & Housing	1.996	0.575	28.8%
Total	3.448	3.035	

Reserves

4.1.6 Allocations to and from reserves are made according to the Reserves Policy. Table 4 below summarises the movements, there are no reserve requests as at 30 November 2025.

Table 4: Reserves forecast:

Reserves	Balance 1 April 2025	Original Budgeted use/ (contribution)	Changes agreed since budget setting	Changes proposed November 2025	Balance 31 March 2026
	£m	£m	£m	£m	£m
General Balance	(8.021)	0.000	0.000	0.000	(8.021)
Earmarked	(31.264)	(2.444)	(1.637)	0.000	(35.345)
Non-Ringfenced Grant timing Difference	(0.033)	0.000	0.033	0.000	0.000
Ringfenced Grant	(1.918)	0.523	0.129	0.000	(1.266)
Subtotal Revenue	(41.236)	(1.921)	(1.475)	0.000	(44.632)
Capital	(5.321)	0.720	0.000	0.000	(4.601)
Total	(46.557)	(1.201)	(1.475)	0.000	(49.233)

*According to the Reserves Policy Executive are only required to approve uses of Capital Reserves, not contributions.

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 forecast revenue financial position up to the end of March 2026, therefore there are no alternative options to consider.

6. Conclusion and Reasons for Recommendations

- 6.1 The report updates the Committee on the projected year-end financial position of the council for 2025/26. Regular reporting is key to good governance and demonstrates that the council is actively managing its financial resources sustainably.

Decision Information

Key Decision	Yes
Subject to Call in	Yes
If not, why not subject to call in	N/A
Ward(s) Affected	All

Document Information

Appendices	
Appendix 1	Detailed Revenue Narrative on Forecast November 2025
Appendix 2	Virements & Aged Debt November 2025
Appendix 3	Funding November 2025
Appendix 4	EXEMPT Write Off Details November 2025
Background Papers	None
Reference Papers	None
Report Author	Leanne Lock
Report Author contact details	leanne.lock@cherwell-dc.gov.uk 01295 227098
Executive Director Approval (unless Executive Director or Statutory Officer report)	Report of Statutory Officer, Section 151 Officer