

Agenda



Listening Learning Leading

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A MEETING OF THE

Scrutiny Committee

WILL BE HELD ON TUESDAY 27 SEPTEMBER 2016 AT 6.30 PM

MEETING ROOM 1, 135 MILTON PARK

Members of the Committee:

Richard Pullen (Chair)

Paul Harrison
Jeannette Matelot
Elaine Hornsby

Sue Lawson
Toby Newman
David Turner

John Walsh
Ian White

Substitutes

Joan Bland
Steve Connel
Pat Dawe

Margaret Davies
Stefan Gawrysiak
Imran Lokhon

Anthony Nash
David Nimmo-Smith
Bill Service

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1 Notification of substitutes and apologies for absence

2 Minutes and actions arising and referral (Pages 5 - 7)

To approve the minutes of the previous meeting on 12 April 2016 and agree that the Chairman signs them. To ensure that the committee are content that all relevant items have been followed up/ referred as appropriate.

3 Declarations of interest

To receive any declarations of disclosable pecuniary interests in respect of items on the agenda for this meeting; and of any other relevant interests.

4 Urgent business and chair's announcements

To receive notification of any matters, which the chair determines, should be considered as urgent business and the special circumstances, which have made the matters urgent, and to receive any announcements from the chair.

5 Statements, petitions and questions from the public relating to matters affecting the Scrutiny Committee

Any statements and/or petitions from the public (notified to the clerk in advance) will be made or presented at the meeting.

REPORTS AND ISSUES FOR THE CONSIDERATION OF THE SCRUTINY COMMITTEE

6 Berinsfield improvement programme

The Berinsfield project is being undertaken further to the Cabinet meeting of the 7 April 2016 which approved funds to identify a deliverable programme of improvements to the village. The project lead, John Dobson, and key members of the consultant team will provide an overview of the project programme, the options appraisal process, forthcoming community consultation and the management of the project.

7 Revenue and Capital Outturn (Pages 8 - 28)

To consider the Head of Finance's revenue and capital outturn report.

8 Work schedule and dates for all South and Vale scrutiny meetings (Page 29)

To review the attached scrutiny work schedule. Please note, although the dates are confirmed, the items under consideration are subject to being withdrawn, added to or rearranged without further notice.

***EXEMPT INFORMATION UNDER 100A(4) OF THE LOCAL
GOVERNMENT ACT 1972***

None.

MARGARET REED

Head of Legal and Democratic Services

Minutes

OF A MEETING OF THE

Scrutiny Committee

HELD AT 6.30 PM ON TUESDAY 12 APRIL 2016

MEETING ROOM 1, 135 MILTON PARK

Present:

Richard Pullen (Chairman)

Paul Harrison, Jeannette Matelot, Pat Dawe, Imran Lokhon, David Turner, John Walsh and Ian White

Officers:

Steve Bishop, Ron Schrieber and Sally Truman

Also present:

Will Hall and Toby Newman

15 Minutes and actions arising and referral

The committee agreed that the minutes of the meeting on 9 February 2016 were an accurate record of the meeting and the Chair signed them. There were no outstanding matters arising or referrals.

16 Declarations of interest

None.

17 Urgent business and chair's announcements

None.

18 Statements, petitions and questions from the public relating to matters affecting the Scrutiny Committee

None.



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19 Work schedule and dates for all South and Vale scrutiny meetings

The work schedule was noted.

A member suggested that future burial ground capacity be added to the work programme. It was agreed that this matter be referred to the Cabinet member for property, economic development and technical services for consideration prior to reporting any proposals to the committee. (Subsequent to the meeting the Cabinet member asked the head of HR, IT and technical services to draft a policy for committee consideration later in 2016.)

20 Draft Corporate Plan 2016 - 2020

Will Hall, Cabinet member for the corporate plan, introduced this item. Also present to answer questions was Sally Truman, policy and partnerships manager

The committee considered the head of corporate strategy's report, which proposed a new corporate plan to cover the period 2016 to 2020. This identified the council's strategic objectives and priorities, and would help guide decisions on the allocation of resources. The corporate plan, if adopted by Council, would replace the priorities set out in the corporate plan that ended in 2016.

The cabinet member stated that the corporate plan would focus activity, guide policy and operational decisions, and inform the public of the council's aims. Many policy choices had been made during informal discussions on the draft plan.

Since the publication of the report to this Committee, an updated version of the plan had been submitted to Cabinet at its meeting on 7 April and this version together with a further amendment proposed by Cabinet had been circulated.

Cabinet had recommended Council on 14 April to adopt this version of the Corporate Plan 2016-20 but the Cabinet member expressed his willingness to consider any suggestions made by this committee.

In response to questions and issues raised by the committee, the Cabinet member reported that:

- the plan was a high-level statement of objectives and actions. Further detail, including measures, targets and specific actions would be included in a corporate development plan, which would be reviewed annually by Cabinet;
- he believed that the plan's objectives were ambitious but achievable, whilst recognising that some would be dependent on other bodies such as Oxfordshire County Council;
- suggested proposals to improve air quality across the district such as the use of energy efficient buses and enforcement of lorry weight limits would be considered and where appropriate set out in air quality action plans;
- under the heading "we will secure our financial future", the wording was deliberately flexible in order not to impose any restrictions on officers at a time when local government finance was subject to major changes.

Following further discussion, the Cabinet member agreed to:

1. clarify the wording of the plan with regard to:
 - ensuring that the skills needs of our employers are identified and that training programmes are in place to provide a skilled labour force; and
 - revising the list of town centres where fixed penalty notices for dog fouling and litter would be issued by the council's environmental wardens.
2. consider the inclusion of the regeneration of the gateway to Watlington.

The committee welcomed many of the plan's objectives and its ambition.

The meeting closed at 7.15 pm

Chairman

Date

Scrutiny Committee



Listening Learning Leading

Report of Head of Finance

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To: SCRUTINY COMMITTEE

DATE: 27 September 2016

Financial outturn 2015/16

Recommendation

Scrutiny committee is recommended to note the overall outturn position of the council as well as the outturn of individual service areas.

Note: If committee members wish to raise specific questions please send these in advance if possible to either the committee clerk or the accountancy manager. Please be aware that if questions are not submitted in advance, it may not be possible to answer these in detail at the meeting. In addition, if committee members wish specific heads of service to attend the meeting this should also be raised in advance.

Purpose of Report

1. To report the final year end position for revenue and capital expenditure against budget for the financial year 2015/16.

Strategic Objectives

2. The council has a strategic objective of effective management of resources. Monitoring actual performance against budget ensures that expenditure continues to be in accordance with the delegated powers within the constitution, and that changes in circumstances which have affected spending requirements are recognised and can be considered in the preparation of future years' budgets.

Background

3. The attached papers contain summarised schedules of revenue and capital expenditure for 2015/16; they also present an explanation of the significant variances

against budget. This is presented by service, and follows the format of the budget monitoring produced during the year.

4. This report has been presented to cabinet briefing and has provided the opportunity for cabinet to discuss the outturn with senior management, and also for individual portfolio holders to further discuss with their heads of service.

Revenue outturn 2015/16

5. In February 2015 the council approved a net expenditure budget of £12.1 million. By year end this had increased to £13.5 million as a result of budget carry forwards and transfers from grant reserves. The net expenditure at year end was £9.9million – this equates to a variation of £3.6 million, which has been transferred to the council’s reserves.
6. Appendix 1 analyses income and expenditure across the service areas. This appendix shows that, excluding expenditure in respect of the fire at the council offices in Crowmarsh Gifford in 2015¹ the expenditure budget was £56.4 million compared to an actual spend of £55.0 million. This results in an underspend of £1.4 million. This underspend is just under 2.6 per cent of total expenditure.
7. Excluding income in respect of the Crowmarsh fire, the income budget was £43.0 million compared to actual income of £45.0 million giving an overachievement in income of £2.1 million or 4.8 per cent of total income.
8. Table 1 below summarises the outturn position by service. More detail of variances is shown at Appendix 2.

Table 1: summary of revenue budgets and variances

Summary of revenue budgets and variances	Budget £000	Actual £000	Variance £000	Notes
Strategic management board	573	538	(35)	
Corporate strategy	6,086	5,680	(406)	
Development and housing	1,731	587	(1,144)	
Economy leisure and property	(470)	(934)	(464)	
Finance	2,857	2,866	9	a
Finance – fire related	0	(75)	(75)	
HR, IT and technical services	1,360	1,454	94	
Legal and democratic services	1,123	799	(324)	
Planning	2,239	1,420	(819)	
Contingency	75	0	(75)	
Direct service expenditure	15,574	12,335	(3,239)	
Investment income	(2,088)	(2,427)	(339)	b
Net expenditure	13,486	9,908	(3,578)	c

Notes:

- a. Finance line contains housing benefits and rent allowances funded by government grant as shown in table 2 below:

¹ On January 15 2015, the council’s main offices at Benson Lane, Crowmarsh Gifford were severely damaged following an arson attack. As a result staff have temporarily relocated to temporary accommodation at 135 Eastern Avenue, Milton Park. The council is covered under a Zurich Municipal Select policy and the insurance underwriters have accepted liability for the claim. The net income of £75,000 shown in this line reflects £2,212,000 revenue expenditure relating to restocking and relocation of the council’s head office offset by £2,288,000 interim insurance receipt on account.

Table 2: housing benefits and rent allowances

	Budget £000	Actual £000	Variance £000
Rent allowance payments	30,704	30,742	38
Government grants benefits	(71)	(88)	(17)
Government grants income	(29,991)	(29,249)	742
Rent allowance overpayments recovered	(996)	(1,666)	(670)
Net position	(354)	(261)	93

- b. The council's treasury management outturn report was considered by Joint Audit and Governance Committee on 4 July and will be considered at a future meeting of cabinet and council. Investment income is shown within finance in Appendix 2.
- c. In addition to the net expenditure underspend £309,000 additional income was retained by the council against budget under the business rates retention scheme.

Capital

- 9. The original capital budget for 2015/16 including growth was agreed in February 2015 at £15.8 million. Details of the changes to the capital programme in year are summarised in table 3 below:

Table 3: movement on capital programme

	2014/15 £000
Original capital budget	15,839
Roll forward from prior years	15,195
Schemes deleted	(1,652)
Additions in year (externally funded)	0
Additions in year (other)	0
Slippage into future years	(17,964)
Capital programme 31 March 2016	11,418
Made up of:	
Approved programme	6,304
Provisional programme ²	5,114
Capital programme 31 March 2016	11,418

- 10. Capital expenditure for 2015/16 was £3.2 million, a variance of £3.1 million against the approved programme for the year. Details of the variance of spend against the approved capital programme working budget is shown in appendix 3 to this report.
- 11. The £5.1 million remaining in the provisional programme relates to schemes that have not been progressed for a number of reasons, including the emergence of higher priorities or scheme delays. A list of these schemes is shown in appendix 4a. These will now be rolled forward to 2016/17.
- 12. During the year, budget holders review their projects and identify those where delays mean that the current working budget will not be spent in year. The budget profile is then moved to reflect the new spend profile and budgets are slipped into future years if

²When funding for schemes is approved by council they are added to the provisional capital programme. Transfers to the approved capital programme are made after submission of a detailed capital scheme appraisal report to cabinet or by individual cabinet member's decision, at which point the scheme can commence.

applicable. During the year £18.0 million was slipped in this way. A list of these schemes is shown in appendix 4b.

Capital receipts³

13. During the year there was one capital receipt relating to the release of a covenant on land which generated £5,750.

Analysis of the revenue underspend

14. The variations between budgeted and actual revenue income and expenditure are summarised in table 4 below:

Table 4: variations between budgeted and actual revenue income and expenditure

	Total variance	Income variance		Expenditure variance				Under-spends c/fwd to 2015/16
		Grants and contributions	Other Income	Employee costs	Supplies and services	Third party payments ⁴	Other gross expenditure	
Strategic management team	(35)	0	(102)	(9)	76	0	0	20
Corporate strategy	(406)	(11)	(82)	(99)	(143)	(67)	(4)	35
Development and housing	(1,144)	(474)	8	9	(685)	0	(2)	701
Economy leisure and property	(464)	39	(135)	(42)	(276)	0	(50)	243
Finance	9	664	(695)	(57)	18	42	37	0
Finance – fire related	(75)	0	(2,287)	0	2,090	0	122	0
HR, IT and technical services	94	(7)	(55)	34	81	(30)	71	20
Legal and democratic services	(324)	(160)	(202)	1	42	2	(7)	0
Planning	(819)	(24)	(484)	(192)	(88)	(28)	(3)	233
Contingency	(75)	0	0	184	0	0	(259)	
Direct service expenditure	(3,239)	27	(4,034)	(171)	1,115	(81)	(95)	1,252
Investment income	(339)	0	(339)	0	0	0	0	
Net expenditure	(3,578)	27	(4,373)	(171)	1,115	(81)	(95)	
Net expenditure (excluding fire)	(3,503)	27	(2,086)	(171)	(975)	(81)	(217)	
Working budget	13,486	(31,067)	(11,926)	9,813	6,558	8,166	31,942	
Percentage variance	(26.0)	(0.1)	17.5	(1.7)	(14.9)	(1.0)	(0.7)	

15. We have analysed the outturn position to identify cross-council explanations for the significant variation from budget, excluding a number of budgets that have a net zero

³ Capital receipts exclude grants and contributions, they normally relate to disposal of assets.

⁴ Payments to council contractors.

impact on the council's bottom line and those relating to housing benefits and rent allowances already detailed in table 2 above. The following key reasons for variances – which exclude the impact of the Crowmarsh fire – have been identified.

Over achievement of income budgets

16. Of the £3.5 million net direct service expenditure variance, £2.1 million relates to over achievement of income. This variance includes £0.3 million investment income achieved in excess of budget. Significant other income variances are detailed in the following paragraphs.
17. The government awarded us additional grant for Didcot Garden Town of £470,000. This grant is shown within development and housing, and will be held in reserves until it is required. In legal and democratic services there was one off unbudgeted government grant of £103,000 for claims regarding personal search fees, the costs of which had been incurred in the previous year.
18. In strategic management board there were unbudgeted reimbursements of £100,000 from partnering authorities for the corporate services project.
19. In economy, leisure and property there is £91,000 unbudgeted income for compensation relating to loss of income during closure of the Thame pool.
20. In a number of services we have raised significantly more in fees and charges than we expected when setting the budget. The main example is in planning where development fee income overachieved by £372,000 due mainly to a number of major applications being received. In addition building control income was overachieved by £59,000. Another area seeing an over-achievement in fees and charges income was in legal and democratic services where there was an overachievement of income of £116,000 on taxi licensing and £64,000 on land charges.

Under spend against employee budgets

21. The under spend on employee costs was £171,000. Within services the under spends totalled £355,000, but the council budgets at 98 per cent of staff costs which, when taken into account, reduces this underspend to £171,000. In planning there were severe problems in recruitment and retention of development management staff.

Under spends in supplies and services budgets

22. The underspend on supplies and services was £1.0 million. Significant supplies and services variances are detailed in the following paragraphs.
23. In corporate strategy there is an underspend of £51,000 on software to implement mobile working. This was a one-off scheme of which £35,500 has been carried forward.
24. In development and housing, there is a £718,000 underspend on Didcot growth point. £701,000 of this was a one-off scheme and the budget has been carried forward.
25. In economy, leisure and property, there is a £243,000 underspend on the Berinsfield co-location project. This is also a one-off scheme for which the budget has been carried forward.

26. In planning there is a £213,000 underspend resulting from delays in progressing the Local Plan. This was a one-off scheme and the budget will be carried forward. This is mostly offset by overspends in development management on professional fees and legal fees in relation to various planning appeals.

Under spends in third party payments budgets

27. There was an under spend of £81,000 on third party payments. In corporate strategy there is an under spend of £69,000 within the waste team as no bonus payments were made for street cleaning and because there was a reduced demand for clinical waste and weekend collections expenditure on these services was less than expected.

Under spends in other gross expenditure

28. There was an under spend of £217,000 on other gross expenditure. This includes an under spend of £259,000 in the council's general contingency.

Comparison to previous year revenue outturn

29. A comparison of the 2014/15 revenue outturn to 2015/16 is shown in table 5 below.

Table 5: 2014/15 and 2015/16 revenue outturn

	2014/15			2015/16		
	Fire £000	Other £000	Total £000	Fire £000	Other £000	Total £000
Income	(500)	(1,338)	(1,838)	(2,287)	(1,720)	(4,007)
Expenditure	586	(1,884)	(1,298)	2,212	(1,444)	768
Direct service expenditure	86	(3,222)	(3,136)	(75)	(3,164)	(3,239)

30. If the impact of the fire at the Crowmarsh Gifford offices is excluded from the analysis, the income variance has increased and the expenditure variance has reduced year on year.
31. In respect of income, both 2014/15 and 2015/16 saw the council receive significant amounts of unbudgeted grant income, and fees and charges income and this trend has increased in 2015/16. Paragraphs 16 to 20 above discuss in detail the variances in 2015/16.
32. In respect of expenditure there has been a reduction in the underspend year on year of £0.4million. Once carried forward budgets are taken into account the expenditure underspend has reduced to £0.2 million, a reduction of £0.5 million on the previous financial year. This is shown in table 7 below.

Table 6: carried forward budgets 2014/15 and 2015/16

	2014/15 £000	2015/16 £000
Total expenditure underspend	1,884	1,444
Carried forward budgets	1,191	1,252
Remaining expenditure underspend	693	192

Financial, legal and any other implications

33. The financial implications are as set out in the body of the report. There are no other implications of this report.

Conclusion

34. The council has underspent on both revenue and capital for 2015/16, following the trends of recent years. The nature and reasons for these variances are detailed within this report and the appendices contained herein.

Appendices

1. Revenue outturn – expenditure and income variance
2. Revenue outturn – commentary on major variances
3. Capital outturn – summary and commentary
4. Capital outturn – approved programme slippage and provisional programme at 31 March 2016

Background Papers

- Annual statement of accounts 2015/16 (currently being audited)
- Annual budget papers for 2015/16

South Oxfordshire District Council - revenue variance by income and expenditure 2015/16

	Expenditure			Income			Total		
	Budget £000	Actual £000	Variance £000	Budget £000	Actual £000	Variance £000	Budget £000	Actual £000	Variance £000
Strategic management board	583	650	67	(10)	(112)	(102)	573	538	(35)
Corporate strategy	8,211	7,898	(313)	(2,125)	(2,218)	(93)	6,086	5,680	(406)
Development and housing	1,864	1,185	(679)	(133)	(598)	(465)	1,731	587	(1,144)
Economy leisure and property	2,214	1,846	(368)	(2,684)	(2,780)	(96)	(470)	(934)	(464)
Finance (excluding fire)	34,814	34,854	40	(31,957)	(31,988)	(31)	2,857	2,866	9
HR, IT and technical services	2,770	2,927	157	(1,410)	(1,473)	(63)	1,360	1,454	94
Legal and democratic	2,083	2,121	38	(960)	(1,322)	(362)	1,123	799	(324)
Planning	3,865	3,554	(311)	(1,626)	(2,134)	(508)	2,239	1,420	(819)
Contingency	75	0	(75)	0	0	0	75	0	(75)
Direct service expenditure (excluding fire)	56,479	55,035	(1,444)	(40,905)	(42,625)	(1,720)	15,574	12,410	(3,164)
Investment income (treasury)			0	(2,088)	(2,427)	(339)	(2,088)	(2,427)	(339)
Net expenditure (excluding fire)	56,479	55,035	(1,444)	(42,993)	(45,052)	(2,059)	13,486	9,983	(3,503)
Percentage variance (excluding fire)			(2.56)%			4.79%			(25.98)%
Finance - fire related	0	2,212	2,212	0	(2,287)	(2,287)	0	(75)	(75)
Net expenditure	56,479	57,247	768	(42,993)	(47,339)	(4,346)	13,486	9,908	(3,578)

South budget monitoring report as at 31 March 2016

	Original Budget Full Year £	Working Budget Profiled £	Actual Spend to date £	Current variance £	Explanation of current variances >£50,000	Forecast last Quarter £	Variance between outturn and last forecast £	Explanation of current variances >£50,000
Strategic Management Board	385,098	572,668	538,131	(34,537)		659,146	(121,015)	
Corporate Strategy	6,046,818	6,085,648	5,680,317	(405,331)		5,857,379	(177,062)	
Development & Housing	1,035,344	1,731,244	586,772	(1,144,472)		1,050,413	(463,641)	
Economy Leisure & Property	(713,645)	(470,269)	(934,118)	(463,849)		(821,047)	(113,072)	
Finance	2,658,084	2,857,403	2,790,624	(66,779)		2,587,885	202,739	
HR IT & Technical	1,360,189	1,360,189	1,454,163	93,974		1,389,772	64,390	
Legal & Democratic	1,134,890	1,122,776	799,134	(323,642)		1,052,262	(253,128)	
Planning	1,869,633	2,239,490	1,419,581	(819,910)		1,141,800	277,781	
Contingency	366,699	74,560	0	(74,560)		0	0	
	14,143,111	15,573,709	12,334,603	(3,239,106)		12,917,610	(583,008)	

South budget monitoring report as at 31 March 2016

Strategic Management Board	Original Budget Full Year £	Working Budget Profiled £	Actual Spend to date £	Current variance £	Explanation of current variances >£50,000	Forecast last Quarter £	Variance between outturn and last forecast £	Explanation of current variances >£50,000
Corporate Management Team	385,098	572,668	538,131	(34,537)		659,146	(121,015)	The majority of the variance is due to the Corporate Services Project - the Q3 forecast outturn didn't take account of the contributions to be received from partners
Strategic Management Board	385,098	572,668	538,131	(34,537)		659,146	(121,015)	

South budget monitoring report as at 31 March 2016

Corporate Strategy	Original Budget Full Year £	Working Budget Profiled £	Actual Spend to date £	Current variance £	Explanation of current variances >£50,000	Forecast last Quarter £	Variance between outturn and last forecast £	Explanation of current variances >£50,000
Support costs	100,103	86,603	75,662	(10,941)		88,803	(13,141)	
Environmental Health	23,083	23,083	20,473	(2,610)		19,583	890	
Environmental Services	564,774	564,774	505,200	(59,574)	No contaminated land projects this year and salary saving	517,784	(12,584)	
Communications and grants	663,130	663,130	611,000	(52,130)	Underspend on Outlook distribution costs due to March 2015 edition coming out of previous years budget and £5000 revenue grant saving and an underspend on the young achievers budget	640,905	(29,905)	
Open Spaces	202,057	202,057	181,904	(20,153)		222,552	(40,648)	
Private Sector Housing	83,132	83,132	85,476	2,344		88,221	(2,745)	
Policy	320,681	334,181	306,337	(27,844)		308,181	(1,844)	
Food Safety	383,586	422,416	337,902	(84,514)	budget carry forward requested as project delivery delayed and salary budget adjustment	390,724	(52,822)	budget carry forward requested as project delivery delayed and salary budget adjustment
Waste	3,706,272	3,706,272	3,556,363	(149,909)	Increase in expected income because higher than expected tonnage on recycling and increased income because higher than expected garden waste customers and reduced expenditure on clinical waste collections and unexpected income from Biffa bonus	3,580,626	(24,263)	
Corporate Strategy	6,046,818	6,085,648	5,680,317	(405,331)		5,857,379	(177,062)	

South budget monitoring report as at 31 March 2016

Development & Housing	Original Budget Full Year £	Working Budget Profiled £	Actual Spend to date £	Current variance £	Explanation of current variances >£50,000	Forecast last Quarter £	Variance between outturn and last forecast £	Explanation of current variances >£50,000
Great Western Park	22,000	13,725	13,348	(377)		13,725	(377)	
Didcot Growth Point	225,000	929,368	211,262	(718,106)	One off budget for Didcot Growth Point	240,077	(28,815)	
Didcot Garden Town	0	0	(470,000)	(470,000)	Grant income from Government for one off project	0	(470,000)	Grant income from Government for one off project
Housing Services Homelessness	526,126	526,095	514,053	(12,042)		542,819	(28,766)	
Affordable Housing	63,669	63,669	35,294	(28,375)		44,771	(9,477)	
Housing Development	198,549	153,641	203,040	49,399		184,068	18,972	
Science Vale	0	44,746	79,775	35,029		24,953	54,822	Provision made for additional costs in March 2016
Development & Housing	1,035,344	1,731,244	586,772	(1,144,472)		1,050,413	(463,641)	

South budget monitoring report as at 31 March 2016

Economy Leisure & Property	Original Budget Full Year £	Working Budget Profiled £	Actual Spend to date £	Current variance	Explanation of current variances >£50,000	Forecast last Quarter	Variance between outturn and last forecast	Explanation of current variances >£50,000
Arts Development	493,854	493,846	477,461	(16,385)		493,862	(16,400)	
Economic Development	(1,202,810)	(1,202,816)	(1,250,938)	(48,122)		(1,233,678)	(17,260)	
Leisure	175,302	175,301	137,591	(37,710)		132,831	4,760	
Leisure	0	243,399	0	(243,399)	Project status on hold - Awaiting new housing allocation for South Carry forward to 2016/17	0	0	
Leisure Centres Contract	(415,810)	(415,811)	(415,811)	0		(415,811)	0	
Support Costs	65,257	65,255	63,757	(1,498)		64,272	(515)	
ELP Support Costs	0	0	460	460		249	211	
Sports Development	64,664	64,660	64,822	163		13,496	51,327	Many projects externally funded and income in advance
Leisure	105,898	105,897	(11,461)	(117,358)	Over accrual of costs associated with repairs to Thame Pool	123,733	(135,194)	Over accrual of costs associated with repairs to Thame Pool
Economy Leisure & Property	(713,645)	(470,269)	(934,118)	(463,849)		(821,047)	(113,072)	

South budget monitoring report as at 31 March 2016

Finance	Original Budget Full Year £	Working Budget Profiled £	Actual Spend to date £	Current variance	Explanation of current variances >£50,000	Forecast last Quarter	Variance between outturn and last forecast	Explanation of current variances >£50,000
Accountancy & Treasury	485,769	518,769	517,971	(798)		518,469	(498)	
Internal Audit	80,608	80,608	89,876	9,268	Additional spend offset by savings in accountancy	80,608	9,268	
Crowmarsh Fire Insurance Claim	0	0	(75,604)	(75,604)	Total spend 2015/16 is £10k excess fees. The remaining credit nets off against 2014/15	0	(75,604)	Total spend 2015/16 is £10k excess fees. The remaining credit nets off against 2014/15
Payroll & Pension	1,025,640	1,025,640	1,018,968	(6,672)		1,025,640	(6,672)	
Exchequer, Revenues, Benefits and Con. Fares	1,003,941	1,170,260	1,178,182	7,922		1,115,103	63,079	Benefits are demand led and is very difficult to forecast, as is the level of overpayments which are being identified due to ever increasing improvements in data matching etc
Shared Services Finance	62,126	62,126	61,231	(895)		62,126	(895)	
Finance	2,658,084	2,857,403	2,790,624	(66,779)		2,587,885	202,739	

South budget monitoring report as at 31 March 2016

HR IT & Technical	Original Budget Full Year £	Working Budget Profiled £	Actual Spend to date £	Current variance	Explanation of current variances >£50,000	Forecast last Quarter	Variance between outturn and last forecast	Explanation of current variances >£50,000
IT Operations	682,277	641,276	675,728	34,453		621,276	54,453	Telephony costs over budget - mobiles and new DDI range
IT Applications	156,863	156,863	144,905	(11,958)		134,863	10,042	
Land & Property Data	110,098	110,101	86,754	(23,347)		112,101	(25,347)	
Technical Services	38,687	38,687	32,677	(6,010)		28,687	3,990	
Customer Contact	68,204	68,204	65,155	(3,049)		61,004	4,151	
Car Parking	(563,238)	(563,237)	(621,912)	(58,675)	Parking fees and season ticket income higher than expected	(603,237)	(18,675)	
Facilities	240,010	240,008	405,552	165,544	Reduced rental income from contractors at council offices	349,791	55,761	Reduced rental income from contractors at council offices
Human Resources	267,736	267,736	281,311	13,575		273,736	7,575	
Training	117,731	117,731	128,892	11,161		117,731	11,161	
Procurement	36,099	36,099	38,544	2,445		36,099	2,445	
Recruitment	21,306	62,306	42,095	(20,211)		84,306	(42,211)	
Toilets	184,416	184,416	174,462	(9,954)		173,416	1,046	
HR IT & Technical	1,360,189	1,360,189	1,454,163	93,974		1,389,772	64,390	

South budget monitoring report as at 31 March 2016

Legal & Democratic	Original Budget Full Year £	Working Budget Profiled £	Actual Spend to date £	Current variance	Explanation of current variances >£50,000	Forecast last Quarter	Variance between outturn and last forecast	Explanation of current variances >£50,000
Community Safety/CCTV	276,041	276,041	245,264	(30,777)		261,133	(15,869)	
Democratic and Electoral Services	390,078	390,078	389,892	(186)		402,703	(12,811)	
Electoral Services	351,010	402,646	363,751	(38,895)		364,143	(392)	
Land Charges	(182,678)	(182,678)	(347,614)	(164,936)	Over recovery of income plus government grant.	(233,108)	(114,506)	Over recovery of income plus government grant.
Licensing	(175,985)	(175,985)	(287,298)	(111,313)	Increase in taxi licensing income	(257,668)	(29,630)	
Legal	476,424	412,674	435,138	22,464		515,059	(79,921)	Outsourced legal costs lower than anticipated
Legal & Democratic	1,134,890	1,122,776	799,134	(323,642)		1,052,262	(253,128)	

South budget monitoring report as at 31 March 2016

Planning	Original Budget Full Year £	Working Budget Profiled £	Actual Spend to date £	Current variance	Explanation of current variances >£50,000	Forecast last Quarter	Variance between outturn and last forecast	Explanation of current variances >£50,000
Building Control	(122,271)	(122,271)	(226,431)	(104,159)	Vacant posts / BC income	(193,834)	(32,597)	
Planning Policy	922,279	998,136	725,719	(272,417)	Vacant posts which resulted in delay to progressing Local Plan (see request to carry forward)	665,609	60,110	Fees and costs associated with South Local Plan
Development Services	1,069,626	1,363,626	920,292	(443,334)	Planning income / vacancies / reduced spend on consultaints (projects)	670,025	250,267	Professional fees and legal fees in relation to various planning appeals
Planning	1,869,633	2,239,490	1,419,581	(819,910)		1,141,800	277,781	

South budget monitoring report as at 31 March 2016

Contingency	Original Budget Full Year £	Working Budget Profiled £	Actual Spend to date £	Current variance	Explanation of current variances >£50,000	Forecast last Quarter	Variance between outturn and last forecast	Explanation of current variances >£50,000
Contingency	366,699	74,560	0	(74,560)		0	0	
Contingency	366,699	74,560	0	(74,560)		0	0	

South Oxfordshire DC 2014/15 capital budget monitoring

	Budget	Outturn	Outturn variance
	£000	£000	£000
Strategic management board	1,834	254	(1,580)
Corporate strategy	2,705	1,407	(1,298)
Development & housing	40	65	25
Economy leisure & property	1,121	996	(125)
Finance	4	0	(4)
HR, IT & technical	508	423	(85)
Legal & democratic services	92	90	(2)
Planning	0	0	0
Total working budget	6,304	3,235	(3,069)
Percentage			-49%

Note: Budget is the full year working budget, Percentage is the total variance excluding contingency as a ratio of the budget

Explanation of significant variances

Strategic management board

Didcot station forecourt underspend of £374,000 - due to the reduction of this scheme the council's contribution to it was reduced. Didcot growth points underspend of £1.275 million - this money is linked to a major regeneration project for Didcot which will be brought forward in due course.

£110,000 overspend on Crowmarsh office refurbishment. An invoice had been coded incorrectly to the insurance cost centre following the fire and was corrected during the year.

Corporate strategy

Disabled Facility Grant expenditure carried forward at year end was £302,000 - this is a demand led rolling budget and variances against budget are expected. Costs may be committed at year end for projects that are not yet complete. Where this occurs budget is carried forward to cover this commitment.

Community grants underspent by £920,000 - delays in the uptake of grants has caused this underspend, £900,000 will be carried forward to fund committed projects.

Economy leisure & property

Thame sports hall floor completed £77,000 under budget. Competitive quotes were received and the works were carried out for less than originally anticipated.

HR IT & technical

Good prices were negotiated for new IT infrastructure which meant the scheme completed £54,000 under budget.

Work started on improvements to Henley WC's later in the year than planned, resulting in the £63,000 underspend. This will be carried forward to 2016/17.

South Oxfordshire DC provisional capital programme as at 31 March 2016

Strategic management board	£000
Town centre boost	192
Capital contingency	-
	192
Corporate strategy	£000
NHB capital grants	80
External capital grants	454
Additional kerbside recycling	11
Purchase of new bins	83
	628
Development and housing	£000
Social housing initiatives	160
Housing allocations policy	13
Land purchase	2,000
Didcot town centre development	500
	2,673
Economy, leisure and property	£000
Leisure centres essential works	220
Public art - Chinnor cement works	25
Public art - Great Western Park	156
Henley and Thame LC changing rooms	150
Thame leisure centre sports hall	125
Refurb Kidmore and Wallingford cemeteries	40
	716
HR, IT and technical services	£000
Car park resurfacing & improvement	45
HAW Moulsoford	170
Housing act works	150
Flood alleviation Wheatley	59
Flood defence	100
IT infrastructure	77
FMP plot development	120
Car park furniture	80
Building emergency fund	45
	846
Legal and democratic services	£000
On-line register of electors project	22
	22
Planning	£000
Parking for Wallingford Cemetery & Castle Meadows	37
	37
Total	5,114

South Oxfordshire DC slippage of capital schemes from 2015/16 to later years

Strategic management board	£000
Contingency	1,707
	1,707
Development and housing	£000
Social housing initiatives	180
Online housing advice	13
	193
Economy, leisure and property	£000
Economic development	
Town centre infrastructure	70
Town centre initiatives	26
Land drainage	130
Broadband	560
Leisure	
Didcot leisure centre	14,450
Abbey sports centre	24
Henley leisure centre	199
Thame leisure centre	48
Thame splash pool	200
Leisure centres capital works	207
	15,914
HR, IT and technical services	£000
Technical	
Housing Act Works	150
Information technology	
IT infrastructure	
	150
Total	17,964

Schedule for Scrutiny Committees 2016/17

(further items to be added to schedule as required)

Meeting date and venue	Type and chair	Agenda items	Cabinet members	Head of Service
Thurs 29 Sept	Vale	Revenue & Capital Outturn Review of the Beacon Abingdon Moorings Policy	Roger Sharp Charlotte Dickson Mike Murray	WJ CK ADo
Mon 31 October	Joint	OxLEP	John Cotton/Matthew Barber	GB
Thurs 24 Nov	Vale	Leisure Provision Strategy S106 Supplementary Planning Document Local Plan Learning Points	Charlotte Dickson Roger Cox Roger Cox	CK AD AD
Tues 29 Nov	South	Burial Ground Future Capacity	Robert Simister	ADo
Thurs 26 Jan	Vale	Review of Final Draft Budget	Robert Sharp	WJ
Tues 31 Jan 17	South	Draft Local Plan Review of Final Draft Budget	John Cotton Jane Murphy	AD WJ
Thurs 9 Mar 17	Joint	Community Safety Partnership	Anna Badcock/Eric Batts	MR
Thurs 30 March	Vale	Council Tax Reduction Scheme Review	Robert Sharp	WJ
Tues 4 April 17	South			

Item for future Scrutiny Committees (date to be determined)

Vale

Consultation

South

Joint

Temporary Accommodation Strategy

Communications Strategy

The Cabinet work programmes can be accessed via the following links:

South

<http://democratic.southoxon.gov.uk/mgListPlans.aspx?RPId=121&RD=0>

Vale

<http://democratic.whitehorsedc.gov.uk/mgListPlans.aspx?RPId=507&RD=0>

Heads of Service

GB = Gerry Brough

AD = Adrian Duffield

ADo = Andrew Down

CK = Clare Kingston

WJ = William Jacobs

MR = Margaret Reed

Meeting Start times: Joint: 6:30; South: 6:30; Vale: 7.00