

## Appendix 1

## General Fund Monitoring Summary

01/04/2005 To 30/09/2005

Business Unit	Approved Budget	Expenditure				Income				Total Variance	Projected Year-End Position	Projected Year-End Variance
		Profiled Budget	Actual to date	Variance		Profiled Budget	Actual to date	Variance				
	£	£	£	£	%	£	£	£	%	£	£	£
Strategy & Review	1,407,986	1,503,419	1,422,498	(80,921)	(5)	759,097	698,795	60,302	8	(20,619)	1,407,986	0
Human Resources	1,405,475	677,455	585,570	(91,885)	(14)	0	0	0	0	(91,885)	1,405,475	0
Chief Executive	1,497,916	692,458	652,003	(40,455)	(6)	0	8,250	(8,250)	0	(48,705)	1,497,916	0
Corporate & Democratic Core	1,058,561	280,095	271,926	(8,169)	(3)	0	0	0	0	(8,169)	1,058,561	0
Financial & Asset Management	(2,507,885)	1,723,793	1,521,562	(202,231)	(12)	3,713,637	4,261,206	(547,569)	(15)	(749,800)	(2,557,885)	(50,000)
Revenues & Benefits	1,278,987	22,166,000	23,267,378	1,101,378	5	24,452,392	25,704,162	(1,251,770)	(5)	(150,392)	1,528,987	250,000
Local Cost of Benefits	0	0	0	0	0	0	0	0	0	0	0	0
Legal & Democratic Services	1,438,177	922,867	882,817	(40,050)	(4)	238,445	212,163	26,282	11	(13,768)	1,438,177	0
Audit & Risk	409,841	245,386	174,064	(71,322)	(29)	16,810	36,561	(19,751)	(117)	(91,073)	409,841	0
Business Systems	1,452,435	748,110	728,322	(19,788)	(3)	0	(764)	764	0	(19,024)	1,452,435	0
Facilities Management	974,308	696,602	708,041	11,439	2	221,149	222,142	(993)	(0)	10,447	974,308	0
Customer Services	1,230,894	601,668	546,488	(55,180)	(9)	0	0	0	0	(55,180)	1,200,894	(30,000)
Oxford Building Solutions	(529,509)	865,093	3,823,099	2,958,006	342	786,281	3,727,330	(2,941,049)	(374)	16,957	(529,509)	0
Neighbourhood Renewal	3,288,013	2,507,018	2,550,623	43,605	2	737,051	650,143	86,908	12	130,513	3,288,013	0
Environmental Health	1,954,707	1,059,542	1,012,956	(46,586)	(4)	203,578	398,723	(195,145)	(96)	(241,731)	1,854,707	(100,000)
Housing Services	2,407,206	2,351,904	2,468,955	117,051	5	833,500	910,398	(76,898)	(9)	40,153	2,433,956	26,750
Built Environment	1,903,527	1,567,406	1,434,188	(133,218)	(8)	409,320	387,639	21,681	5	(111,538)	1,903,527	0
City Works	2,428,812	5,305,371	5,486,825	181,454	3	3,471,217	3,316,515	154,702	4	336,157	2,428,812	0
Planning	1,166,280	1,160,736	1,198,414	37,678	3	787,003	824,064	(37,061)	(5)	617	1,166,280	0
Transport & Parking	(913,841)	2,519,393	2,291,493	(227,900)	(9)	2,834,836	2,799,010	35,826	1	(192,074)	(1,313,841)	(400,000)
Leisure & Parks	4,948,221	4,636,524	4,644,830	8,306	0	1,917,287	1,930,956	(13,669)	(1)	(5,363)	4,948,221	0
Appropriations	(2,264,137)	(137,828)	(137,827)	1	(0)	1,271,636	1,400,015	(128,379)	(10)	(128,379)	(2,264,137)	0
Asset Management Revenue Account	1,537,459	768,726	768,730	4	0	0	0	0	0	4	1,537,459	0
Unallocated (incl accommodation saving)	(22,330)	(11,164)	0	11,164	(100)	0	0	0	0	11,164	0	22,330
<b>Total Excluding SLAs And Capital Charge</b>	<b>25,551,103</b>	<b>52,850,574</b>	<b>56,302,956</b>	<b>3,452,382</b>	<b>7</b>	<b>42,653,239</b>	<b>47,487,309</b>	<b>(4,834,070)</b>	<b>(11)</b>	<b>(1,381,688)</b>	<b>25,270,183</b>	<b>(280,920)</b>
<b>SLAs And Capital Charges</b>	<b>66,058</b>	<b>26,078,593</b>	<b>26,132,836</b>	<b>54,243</b>	<b>0</b>	<b>25,346,623</b>	<b>25,306,621</b>	<b>40,002</b>	<b>0</b>	<b>94,244</b>	<b>66,058</b>	<b>0</b>
<b>General Fund Total</b>	<b>25,617,161</b>	<b>78,929,167</b>	<b>82,435,791</b>	<b>3,506,624</b>	<b>4</b>	<b>67,999,862</b>	<b>72,793,930</b>	<b>(4,794,068)</b>	<b>(7)</b>	<b>(1,287,444)</b>	<b>25,336,241</b>	<b>(280,920)</b>

General Fund - Comments for budget variances (gross budget to date v. actual to date) for all variances >10% or £100K

Variance to August 2005	Comments
(20,619)	<p><b><u>Strategy &amp; Review</u></b>                      Small expenditure variances relate to team management supplies &amp; services, including annual subscription costs for the BU. The Enterprise Centre is showing an additional £18K income against profile budget to date.  <i>Contact: Janet Banfield ext.2692</i></p>
(91,885)	<p><b><u>Human Resources</u></b>                      Underspend on central learning and development budget due to late completion of learning plans. Plans now in place, so will return to profiled spend by end of second quarter.  <i>Contact: Anne-Marie Scott ext.2547</i></p>
(48,705)	<p><b><u>Chief Executive</u></b>                      Underspend on Area Committee budgets, but no year end variance to budget is projected at this stage.  <i>Contact: Mike Newman ext.2140</i></p>
(8,169)	<p><b><u>Corporate &amp; Democratic Core</u></b>                      No significant variances  <i>Contact: Mike Baish / Penny Gardner ext.2708</i></p>
(749,800)	<p><b><u>Financial &amp; Asset Management</u></b>                      Additional commercial property income accounts for some £195k of the year to date variance. This is an ongoing uplift and will be a corporate benefit to future years' budgets. In 2005-06, £50k of this will be used to cover the corporate savings on office accommodation assumed in the budget, but unlikely to be achieved in the year pending decisions on the redevelopment of St Aldates' Chambers. Remaining extra income will be used to cover one-off costs arising from putting a new staffing structure in place for Accountancy, and from rationalising IT systems. Main areas of underspend relate to DA fees and commercial property maintenance, and budget profiles will be adjusted for the second quarter monitoring to match the expected timing of expenditure.  <i>Contact: Mike Baish / Penny Gardner ext.2708</i></p>
(150,392)	<p><b><u>Revenues &amp; Benefits (running costs)</u></b>                      The expenditure variance is as a result of overspending on employees &amp; supplies budgets</p> <p><b><u>Revenues &amp; Benefits (Benefit payments)</u></b>                      0                      The underspend to date is unlikely to materialise at the end of the financial year. The subsidy income should be adjusted for the mid year estimate that has been submitted to the DWP. Year end projection will be provided as part of quarter 2 monitoring next month.  <i>Contact: Paul Warters ext.2290</i></p>

Variance to August 2005	Comments
(13,768)	<p><b><u>Legal &amp; Democratic Services</u></b>            Underspends from vacancies offset by current income shortfall from Land Charges  <i>Contact: Jeremy Thomas ext.2447</i></p>
(91,073)	<p><b><u>Audit &amp; Risk</u></b>            Expenditure underspend on employees budgets, additional income due to more income from Fraud incentive scheme.  <i>Contact: Mike Baish / Penny Gardner ext.2708</i></p>
(19,024)	<p><b><u>Business Systems</u></b>            No significant variances  <i>Contact: Herbie Burwood ext.2284</i></p>
10,447	<p><b><u>Facilities Management</u></b>            No significant variances  <i>Contact: Jane Lubbock ext.2218</i></p>
(55,180)	<p><b><u>Customer Services</u></b>            The expenditure variance is due to vacant posts, which have now been filled.  <i>Contact: Ian Barrett ext.2523</i></p>
16,957	<p><b><u>Oxford Building Solutions</u></b>  <i>Income</i> in total has no significant variances. External income at present is ahead of budget and Housing income down in Capital spend. Forecast income for the year remains as budget. Expenditure to date on prime costs and overhead are also in line with budget. Labour bookings are improved in the month and ahead of budget. Booking rate is at 90% to date and needs to be 2% higher by year end. Forecast expenditure for prime costs and overhead remain as budget.  <i>Contact: Graham Bourton ext.3634</i></p>
130,513	<p><b><u>Neighbourhood Renewal</u></b>            Expenditure &amp; Income variance is arising from (new) externally funded Holding Accounts - budget profiles will be created for these and will be reflected in next quarterly monitoring report. Also some old externally funded schemes require a review of their budgets and profiles to match funding expected.  <i>Contact: Val Johnson ext.2209</i></p>
(241,731)	<p><b><u>Environmental Health</u></b>            The income variance is a combination of unexpected income from the old licensing scheme (due to a shift in the transition dates between the old and new schemes), and income from the new licensing scheme received ahead of expectation. There is however a possibility that further Government legislation may require partial refunds to be issued relating to the old scheme, which would result in a reduction in this income in the current year - at this stage it is therefore not possible to predict the final overall outcome. The expenditure underspend variance is a result of vacant posts (offset by unbudgeted agency costs) which are to be filled in due course.  <i>Contact: John Copley ext.2386</i></p>
40,153	<p><b><u>Housing Services</u></b>            Previous high variance were due to incorrectly profiled budgets, these have now been rectified and we are confident that this is the true picture.  <i>Contact: Graham Stratford ext.2447</i></p>

Variance to August 2005	Comments
(111,538)	<p><b><u>Built Environment</u></b>  Expenditure underspend is mainly as a result of underspending on utilities. The shortfall in income is in the Building Control area of the Business Unit.</p> <p style="text-align: right;"><i>Contact: John Hill ext.2241</i></p>
336,157	<p><b><u>City Works</u></b>  Expenditure variance has resulted mainly from unavoidable delays in replacing old refuse vehicles - additional costs have been incurred for short-term vehicle hire and some employee overtime &amp; agency costs. These will be offset later in the year by reduced leasing costs - the net effect (year-end prediction) will be reported in the quarter two monitoring report. Income variance has resulted from resource problems causing some billing delays, again this will be resolved for quarter 2 monitoring.</p> <p style="text-align: right;"><i>Contact: Phil Dunsdon 2958</i></p>
617	<p><b><u>Planning</u></b>  Expenditure variance is as a result of overspending on the profiled supplies &amp; services budgets.</p> <p style="text-align: right;"><i>Contact: Michael Crofton-Briggs ext.2360</i></p>
(192,074)	<p><b><u>Transport &amp; Parking</u></b>  Expenditure variance as a result of Concessionary Fares budget and underspending on employees due to vacant posts and premises budgets. Income variance as a result of increases in off street inner city parking charges not being introduced until August.</p> <p style="text-align: right;"><i>Contact: Graham Smith ext.2352</i></p>
(5,363)	<p><b><u>Leisure &amp; Parks</u></b>  Leisure expenditure underspend is £26k this is distorted by expenditure of £134k for Active Sports / County Sports Partnership. Parks expenditure underspend accounts for £72k of which £50k are pooled transport recharges other underspends include expenditure not yet appearing for St Giles. Income variance includes a shortfall in profiled income budgets on the leisure side and a surplus against the profile budget on Parks income.</p> <p style="text-align: right;"><i>Contact: David Tucker ext.7232</i></p>
(128,379)	<p><b><u>Appropriations</u></b>  Variance mainly as result of additional investment income to August. Interest rates are expected to fall so the variance is not expected to have increased by year end</p> <p style="text-align: right;"><i>Contact: Mike Baish / Penny Gardner ext.2708</i></p>
11,164	<p><b><u>Unallocated</u></b></p> <p style="text-align: right;"><i>Contact: Mike Baish / Penny Gardner ext.2708</i></p>