

Report of: Head of Finance

**To: City Executive Board – 3 September 2008
Value and Performance Scrutiny Committee – 2 September**

Item No:

**Title of Report: First Quarter Revenue and Capital Budget
Monitoring 2008-09**

Summary and Recommendations

Purpose of report: To provide Members with information on the Council's overall financial position as at the 30th June 2008 and the latest forecast full year financial position for 2008-09.

Key decision: No

Board Member: Councillor Ed Turner

Scrutiny Responsibility: Value & Performance

Ward(s) affected: All

Report Approved by: Jeremy Thomas, Legal & Democratic Services

Policy Framework: Financial Stability

Recommendation(s): That City Executive Board notes the overall financial position.

Introduction

1. This report reviews the position at the first quarter for the General Fund, Housing Revenue Account (HRA) and Capital Programme.
2. Key financial information is provided in the Blue book referenced in the following pages:

Blue book page references

1. General Fund revenue monitoring summary 2008-09 at 30 June 2008
13-18

2. HRA revenue monitoring summary 2008-09 at 30 June 2008 31-32
3. General Fund and HRA Savings Summary at 30 June 2008 21-28
4. Capital programme summary 2008-09 at 30 June 2008 35-37
5. Projected balances – General Fund and HRA 33

General Fund Revenue Monitoring

3. The General Fund monitoring is now presented in the new structure . The overall projection for the General Fund as at the end of June is a forecast overspend of £321k. Only three months into the financial year it is still early for Service heads to make accurate estimates in some areas. Headcount monitoring indicates that there were over 40 vacancies net of agency cover at the end of June which should result in savings.
4. The most significant variance forecast at the end of June is for the increased cost of Concessionary Fares. This has been estimated at £400k, based on returns from the bus operators that show a significant increase in usage and payments, following the introduction of the new national scheme on the 1st April. The budget process for 2009-10 will need to take account of the three year impact of this additional cost. There are small forecast overspends in two of the support service areas.
5. We have received additional central government support towards the costs of the floods in 2007 totalling £148k. This is all shown in the General Fund at present but will have to be allocated between the General Fund and the HRA. We are waiting for confirmation from CLG on the basis for the award from the Restoration Fund so that we can finalise the split between funds.
6. Progress on savings is good with £1.8 million shown as completed.

Housing Revenue Account Revenue Monitoring

7. The budget now reflects approved carry forwards totalling £705k. There are some areas where income exceeds the profiled budget which are partly offset by higher net spend on Contracting and Repairs. No changes to budget are forecast at this stage.
8. Progress on savings is strong. Of the £997k savings, £750k are complete and those that are in the “amber” category will be delivered by the end of the year.

Projected Balances

9. Projected balances reflect the final year end balances for 2007-08, the carryforwards and the new expenditure on community priorities and transformation approved at Council on 30th June 2008. The current General Fund forecast overspend is not shown in the projected balances and must be reduced in order to maintain balances above the minimum £3 million throughout the three year projection.
10. The projected use of balances includes the £524k contingency for 100% of the high risk General Fund savings. Although the savings are progressing well, the risks from increased concessionary fares costs and potential “credit crunch” impacts on income mean that this contingency may be required this year.
11. Projected balances for the HRA remain at £2 million for the end of the year, after a transfer of £830k to the HRA’s Capital Financing Reserve. The Capital Financing Reserve is for funding the HRA Capital Programme.

General Fund Capital Programme

12. The General Fund capital plan shows year to date expenditure of £0.6 million out of the total £12.9 million programme.
13. This in part reflects that new projects could only proceed once funding has been confirmed. Responsible officers have profiled scheme expenditure by quarter and this will allow more detailed monitoring of progress against budget.

HRA Capital Programme

14. The HRA capital plan shows year to date expenditure of £2.9 million. This represents 17% of the budget and is fractionally more than the profile.

Recommendation

15. Note the report.

Name and contact details of author^[x1]:

Sarah Fogden/Penny Gardner

Heads of Finance

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Background papers^[x2]: None

Variance to 30th June 2008	<u>Local Costs of Benefits, Appropriations, Investment Income & Interest Payable</u>
(622)	<p data-bbox="360 528 651 555"><u>Local Costs of Benefits</u></p> <p data-bbox="1697 667 2076 694" style="text-align: right;"><i>Contact: Paul Warters ext. 2290</i></p>
(4185)	<p data-bbox="360 703 741 730"><u>Other Income and Expenditure</u></p> <p data-bbox="1503 794 2076 821" style="text-align: right;"><i>Contact: Sarah Fodgen/Penny Gardner ext. 2708</i></p>
16	<p data-bbox="360 831 622 858"><u>Concessionary Fares</u></p> <p data-bbox="360 863 2076 922">Early information suggests that Concessionary travel usage is up by between 40-50% for the two main bus companies, with reimbursement claims up by 30-40%. Based on this current level of usage, current estimates suggest an overspend by year-end of £400k</p> <p data-bbox="1503 922 2076 949" style="text-align: right;"><i>Contact: Sarah Fodgen/Penny Gardner ext. 2708</i></p>
	<p data-bbox="360 959 600 986"><u>Investment Income</u></p> <p data-bbox="360 991 1115 1018">This variance is expected to be insignificant by the end of the year</p> <p data-bbox="1697 1018 2076 1045" style="text-align: right;"><i>Contact: Anna Winship ext. 2517</i></p>
(63)	<p data-bbox="360 1054 562 1082"><u>Interest Payable</u></p> <p data-bbox="360 1086 1115 1114">This variance is expected to be insignificant by the end of the year</p> <p data-bbox="1697 1145 2076 1173" style="text-align: right;"><i>Contact: Anna Winship ext. 2517</i></p>

Oxford City Homes

Budget 2008/09
Period 03

June 2008

Revenue Account

Service Description	Approved Budget for 2008/09 £000's	Budget to Date £000's	Actual to Date £000's	Variance £000's	Variance %	Forecast £000's
INCOME						
Dwellings - Rent	(29852)	(7315)	(7601)	(286)		(29852)
Service Charges	(696)	(166)	(161)	5	()	(696)
Shops/Garages/Furn./Other Rent	(1894)	(571)	(658)	(87)		(1905)
Interest On Balances	(320)	(80)	(80)			(320)
Contracting	(13070)	(3633)	(2967)	666	()	(13070)
Fees/Other	(1226)	(325)	(329)	(5)		(1226)
National Subsidy Payment	15689	3922	3922			15689
Item 8 Interest Payable	1239	310	310			1239
Net Income	(30129)	(7858)	(7565)	293	()	(30140)
EXPENDITURE						
Tenancy Services						
Local Housing Management	1125	274	277	3		1125
Rent/Income Collection	890	260	241	(19)	()	890
Tenant's Participation	290	57	53	(4)	()	290
Tower Blocks And Flats	526	85	109	23		526
Caretaking Services	668	167	153	(14)	()	668
Furnished Tenancies	386	97	80	(17)	()	386
Contact Centre	465	116	110	(6)	()	465
Contracting Prime Costs	10897	2744	2891	147		10897
Repairs Service						
Day To Day Responsive Repairs	3044	819	640	(180)	()	3044
Planned Maintenance	4572	1074	782	(292)	()	4572
Operational Management	2249	555	522	(32)	()	2249
Overheads						
Management/Infrastructure	5000	1124	1107	(17)	()	5011
Major Projects/Policy/Technical	854	185	144	(42)	()	854
Depreciation						
	9956	2489	2489			9956
Total OCH Expenditure	40923	10047	9598	(449)	()	40934
Net Cost - OCH	10794	2189	2033	(156)	()	10794
Appropriations						
AMRA	(9956)	(2489)	(2489)		()	(9956)
Net Transfer To/From Reserves	(12)	(12)	(12)			(12)
CDC, Pension & Retirement Costs	94	18	17	(1)	()	94
Net changes made for retirement benefi	43	11	11			43
Employers Pension FRS17 Adjustment	(43)	(10)	(11)	(1)		(43)
Job Evaluation	215	54	54			215
Other Business Units	(9659)	(2429)	(2430)	(1)		(9659)
Total HRA Surplus -/Deficit for 2008/09	1135	(240)	(397)	(157)		1135

Budget Savings Action Plans Status

Reference:	Description:	Year 1 2008/2009	Year 2 2009/2010	Year 3 2010/2011	N179 Efficiency Target	Status	Comments:	Responsible Officer:
General Fund -								
GF Summary								
	GREEN	(1,433,000)	(1,823,000)	(2,025,000)				
	AMBER	(695,000)	(1,482,000)	(1,457,000)				
	RED	0	(40,000)	(40,000)				
	Saving Completed	(1,783,000)	(1,792,500)	(1,793,500)				
		(3,911,000)	(5,137,500)	(5,315,500)				
Chief Executive								
9SFACS05	Corporate Services Future Years Savings	0	(200,000)	(200,000)	YES	GREEN	To be allocated to relevant Services	P Sloman
9SFSR05	Reduction in staff budget, reduction in your Oxford Budget Saving	(36,500)	(36,500)	(36,500)	YES	Completed		Peter McQuitty
	Management Restructure	(202,000)	(202,000)	(202,000)	YES	Completed		
Total Chief Executive -		(238,500)	(438,500)	(438,500)				
City Regeneration								
City Development:								
9SFFM03	Town Hall increased charges & additional bookings	(25,000)	(25,000)	(25,000)	NO	GREEN		J Lubbock/D Clarke
9SFSR02	Increased Tourism Income	(30,000)	(30,000)	(30,000)	YES	AMBER	Main Tourist season is July to September so cannot confirm income can be achieved until later in the year	J Lubbock
9SFSR04	Tourism Management	(15,000)	(15,000)	(15,000)	YES	Completed		J Lubbock
9SPPL01	Remove De-cluttering from City Centre Budget	(50,000)	(50,000)	(50,000)	YES	Completed		M Crofton-Briggs
9SPPL02	Cost Of Sustainability Award met within other planning budgets	(5,000)	(5,000)	(5,000)	YES	Completed		M Jaggard
9SPPL03	New Growth Points grant form DCLG	(30,000)	(30,000)	(30,000)	NO	Completed		M Crofton-Briggs
9SPPL04	Housing and Planning Delivery Grant	(30,000)	(30,000)	(30,000)	NO	GREEN		M Jaggard
9SPPL06	Efficiencies in Planning Control	(50,000)	(50,000)	(50,000)	YES	Completed		N Grigoropoulos
9SPPL07	New Supplementary Planning Guidance to top slice S106 Contributions	(15,000)	(15,000)	(15,000)	YES	GREEN		M Jaggard
9SPPL08	Private Sector Contribution to Northern Gateway AAP	(30,000)	(30,000)	0	YES	AMBER	Agreement with Northern Gateway consortium not quite finalised	M Jaggard
9SPPL09	Change Preparation Method for LDF Documents	(25,000)	(25,000)	(25,000)	YES	Completed		M Jaggard
9SPPL10	Synergy from S&R Ref Planning Policy	(50,000)	(50,000)	(50,000)	YES	AMBER	Restructure still in progress.	M Jaggard

Reference:	Description:	Year 1	Year 2	Year 3	N179	Status	Comments:	Responsible Officer:
		2008/2009	2009/2010	2010/2011	Efficiency Target			
9SPLC04	Transfer provision of Christmas Lights to partner Organisation	0	(41,000)	(41,000)	YES	AMBER		J Wade
9SPLC05	Absorb vacancy in Events Team	(24,000)	(24,000)	(24,000)	YES	Completed		J Wade
9SPBE02	Shop mobility	(5,000)	0	0	YES	Completed		M Crofton-Briggs
9SPBE04	Development & PRS team	(5,000)	(5,000)	(5,000)	YES	Completed		M Crofton-Briggs
9SPBE05	Efficiencies in Team	(50,000)	(50,000)	(50,000)	YES	Completed		M Crofton-Briggs
Total City Development -		(439,000)	(475,000)	(445,000)				
Community Housing & Development:								
9SCHH11	Nightly Charge	(10,000)	(10,000)	(10,000)	YES	GREEN		G Stratford
9SCHH12	OSLA	(100,000)	(100,000)	(100,000)	YES	GREEN		G Stratford
9SCHH13	OSLA Reduction in Void Costs	(50,000)	(50,000)	(50,000)	YES	GREEN		G Stratford
9SCHH14	Council Tax	(30,000)	(30,000)	(30,000)	YES	Completed		G Stratford
9SCHH15	Income from extra PSL Units	(91,000)	(91,000)	(91,000)	YES	GREEN	This Saving requires the cost of £88k pressure in order to achieve (9PCHH01)	G Stratford
9SHCH09	Telecare Contract	(50,000)	(50,000)	(50,000)	YES	GREEN		G Stratford
9SHCH10	Supporting People Fixed Payment	(40,000)	(40,000)	(40,000)	YES	Completed		G Stratford
9SHCH2	Supplies & Services Review	(210,000)	(210,000)	(210,000)	YES	Completed		G Stratford
9SHCH3	Reduction in Temporary Accommodation	(20,000)	(20,000)	(20,000)	NO	GREEN		G Stratford
9SHCH5	New arrangements for Housing Advice	(40,000)	(40,000)	(40,000)	YES	Completed		G Stratford
9SHCH6	Elderly Contracts new contracts	(20,000)	(20,000)	(20,000)	YES	GREEN		G Stratford
9SHCH7	Recovery of Home Choice Deposits	(20,000)	(20,000)	(20,000)	YES	GREEN		G Stratford
9SHCH8	Further reductions in temporary accommodation costs	(20,000)	(20,000)	(20,000)	NO	GREEN		G Stratford
9SHHAC2	More Grants including Reward Grants	(50,000)	(50,000)	(50,000)	NO	GREEN		G Stratford
9SHNR10	Street Wardens	(50,000)	(50,000)	(50,000)	YES	Completed		G Stratford
9SHNR3	Obtain External Funding for Street Wardens	(15,000)	(25,000)	(30,000)	YES	AMBER	Negotiations underway, but not yet finalised.	G Stratford
9SHNR4	Absorb Community Development Vacancy	(33,000)	(33,000)	(33,000)	YES	Completed		G Stratford
9SHNR5	Absorb Housing Advisor Vacancy	(27,000)	(27,000)	(27,000)	YES	Completed		G Stratford
9SHNR6	Street Warden / Canact Reorganisation	(30,000)	(30,000)	(30,000)	YES	AMBER	Delay to Restructure - saving on whole year reduction in Salaries.	G Stratford
9SHNR7	CCTV Efficiencies in costs and share with partners	(20,000)	(20,000)	(20,000)	YES	Completed		G Stratford

Reference:	Description:	Year 1	Year 2	Year 3	N179	Status	Comments:	Responsible Officer:
		2008/2009	2009/2010	2010/2011	Efficiency Target			
9SHNR8	Review Supplies and Services Budget	(10,000)	(20,000)	(20,000)	YES	Completed		G Stratford
9SHNR9	Replacement Saving - Reduction in Non HRA Grants	(20,000)	(20,000)	(20,000)	YES	Completed		G Stratford
PSHCH16	Increase in Police funding for PCSO's	(100,000)	(100,000)	(100,000)	NO	Completed		G Stratford
PSHCH17	Synergy to Management Restructure	(90,000)	(90,000)	(90,000)	YES	Completed		G Stratford
Total Community Housing & Development -		(1,146,000)	(1,166,000)	(1,171,000)				
Environmental Development:								
9SHEH1	Review Supplies & Services	(10,000)	(10,000)	(10,000)	YES	Completed		Tony Payne
9SHEH2	Review Fees & charges for Occ & Residential Health and Food Safety Services	(10,000)	(20,000)	(30,000)	NO	GREEN		Neil Bacon
9SHEH3	Additional Income - HMO Scheme	(70,000)	(30,000)	(30,000)	YES	GREEN		Gail Siddall
9SHEH4	Reduce Contractor costs	(10,000)	(10,000)	(10,000)	YES	GREEN		J Copley
9SHEH5	Additional Income - Liquor & Entertainment Licensing	(35,000)	(35,000)	(35,000)	NO	GREEN		Tony Payne
9SHEH6	Additional Income - SEL	(5,000)	(5,000)	(5,000)	NO	GREEN		Tony Payne
9SHEH7	Additional Income - Street Traders	(5,000)	(5,000)	(5,000)	NO	GREEN		Neil Bacon
9SHEH8	Charge for Appointments not kept by customers	(10,000)	(10,000)	(10,000)	NO	GREEN		Ian Wright
9SHEH9A	Establishment Reductions	(70,000)	(70,000)	(70,000)	YES	GREEN		J Copley
9SHEH9B	Management Efficiencies	0	(30,000)	(30,000)	YES	GREEN		J Copley
Total Environmental Development -		(225,000)	(225,000)	(235,000)				
Property & Facilities Management:								
9SPBE01	Utilities (cash office savings as property let)	(10,000)	(10,000)	(10,000)	YES	Completed		Steve Sprason
9SFFM04	Clean Offices once a week	(20,000)	(20,000)	(20,000)	NO	Completed		Steve Sprason
9SFFA01	Additional Property Income	(100,000)	(219,000)	(332,000)	NO	GREEN		Steve Sprason
9SFFA04	Reorganise Management of Lease Renewals	(40,000)	(40,000)	(40,000)	YES	Completed		Steve Sprason
Total Property & Facilities Management -		(170,000)	(289,000)	(402,000)				
Total City Regeneration -		(1,980,000)	(2,155,000)	(2,253,000)				

Reference:	Description:	Year 1 2008/2009	Year 2 2009/2010	Year 3 2010/2011	N179 Efficiency Target	Status	Comments:	Responsible Officer:
City Services								
City Leisure:								
9SPLC01	Increase Leisure Fees in line with inflation	(54,000)	(54,000)	(54,000)	NO	AMBER	Price have increased by an average 5%	Ian Brooke
9SPLC25	Reform of Slice Concessions	(10,000)	(10,000)	(10,000)	NO	AMBER	Review on pricing strategy under Consideration by Leisure Steering	Ian Brooke
9SPLC26	Energy Efficiency Measures at Leisure Facilities	(40,000)	(40,000)	(40,000)	YES	AMBER	Pool cover installed at 3 sites. Pool temperatures reduced slightly to 28C	Ian Brooke
9SPLC28	Savings on NNDR at Leisure Facilities	(15,000)	0	0	NO	Completed	The appeal has already resulted in the achievement in making the saving.	Ian Brooke
9SPLC29	Introduce Leisure Charitable Trust in 3rd Quarter	(30,000)	(700,000)	(700,000)	YES	AMBER	Market Testing Project on course for decision to be made on extrnalisation in October	Ian Brooke
9SPLC31	Savings as a result if Leisure Steering Group	(50,000)	(50,000)	(50,000)	YES	AMBER	Staffing restructure for implementation July Aug 08	Ian Brooke
Total City Leisure -		(199,000)	(854,000)	(854,000)				
City Works:								
9MSTP01	Additional CPI 1% increase 3% to 4%	(31,000)	(31,000)	(31,000)	NO	Completed	Done and on target. Subject to budget monitoring of the new increased fees in accordance with usage.	C Bailey
9MSTP02	Mid Year Inflation increase in Car Parks	(39,000)	0	0	NO	AMBER	Costs for signage and legal costs for changing tariffs twice yearly have a considerable impact on the saving and should be done once yearly	C Bailey
9SPCW03	Street Cleansing	(70,000)	(70,000)	(70,000)	YES	GREEN	Staff reductions identified. Negotiations will commence shortly. This will be absorbing 2 litterpicking rounds into the rounds service by the mobile crew. Working with ASPIRES. Scheduled for changes in May 2008.	C Bailey
9SPCW05	Modernise and Introduce charging for City Centre Toilets	0	(100,000)	(100,000)	NO	GREEN	On target for Year 1. Have identified cost charging mechanisms in region of £6k+. Working to identify agencies who would advertise in facilities. Looking to identify facilities where charging mechanisms can be introduced at little/no cost. Need to identify way forward in a report to WBM in October 2008 supported by an implementation plan from December 2008-April 2009.	C Bailey

Reference:	Description:	Year 1	Year 2	Year 3	N179	Status	Comments:	Responsible Officer:
		2008/2009	2009/2010	2010/2011	Efficiency Target			
9SPCW07	Corporate review Staff Travel / vehicle arrangements	(25,000)	(25,000)	(25,000)	YES	GREEN	Pilot scheme in operation at City Works. Corporate appraisal is being reviewed through the Transport Users Group	C Bailey
9SPCW08	Synergies on Management Restructure	(50,000)	(50,000)	(50,000)	YES	GREEN	City Works restructure currently in progress.	C Bailey
9SPCW09	Efficiencies in Car Park Cleansing on handover of Westgate	(50,000)	(50,000)	(50,000)	NO	AMBER	This saving is subject to handover and the saving should be re-cast to reflect pro rata costs on handover.	C Bailey
9SPCW10	Trade Waste increased charges and offering a Recycling Service	(25,000)	(25,000)	(25,000)	NO	GREEN	On target. Increasing our recycling customer base C harging for 2008-09 in place and working towards reducing waste to landfill by increasing recycling	C Bailey
9SPCW11	Review workings with new structure and Efficiencies and Increase Automation	(75,000)	(100,000)	(100,000)	YES	AMBER	Review of software systems is currently being undertaken and target for physical change is expected mid-year. Invest to save funding is required and a report will go to WBM by end of May.	C Bailey
9SPLC06	Reduce Water Use through Selective Planting	(40,000)	(40,000)	(40,000)	NO	GREEN	The plants for outside the city centre have not been ordered this year and therefore the saving is currently on target.	J Wade
9SPLC08	Review Plant & Machinery	(5,000)	(5,000)	(5,000)	YES	Completed	Already achieved subject to budget monitoring	J Wade
9SPLC12	Reduce Maintenance on Cutteslowe Plant Nursery	(10,000)	(10,000)	(10,000)	NO	GREEN	Already achieved through removal of budget subject to budget monitoring.	J Wade
9SPLC13	Increased income from Burials- increase fees by 20% in line with average local authority charges	(42,000)	(42,000)	(42,000)	NO	AMBER	Already achieved subject to budget monitoring. Predicting a shortfall of 10% on saving at this moment in time. Currently reviewing how this can be offset.	J Wade
9SPTP01	RPI Increase as per 07/08 (12 months)	(66,000)	(66,000)	(66,000)	NO	GREEN	Reports in progress in conjunction with Committee section	G Smith
9SPTP02	Rationalise Parking Operations	(110,000)	(110,000)	(110,000)	YES	AMBER	This saving is directly linked to current County Council negotiations on Park & Ride.	G Smith
9SPTP03	Bring Barns Road tariff in line with other city car parks (9 months)	(13,000)	(13,000)	(13,000)	NO	GREEN	Committee reports in progress on this saving.	G Smith
9SPTP04	Synergies on Management Reorganisation	(40,000)	(40,000)	(40,000)	YES	GREEN	City Works restructure currently in progress.	G Smith

Reference:	Description:	Year 1	Year 2	Year 3	N179	Status	Comments:	Responsible Officer:
		2008/2009	2009/2010	2010/2011	Efficiency Target			
9SPTP05	Improve efficiency on Enforcement	(55,000)	(55,000)	(55,000)	YES	GREEN	Piloted last year and subject to strict financial monitoring and enforcement efficiency tracking this increase in productivity should achieve the saving	G Smith
9SPTP09	Westgate agreement CPI Future Years	0	(21,000)	(100,000)	NO	GREEN	This work is being undertaken by the Property unit.	G Smith
9SPTP13	Westgate Tariff Increase	(100,000)	(100,000)	(100,000)	NO	GREEN	Done and on target. Subject to budget monitoring of the new increased fees in accordance with usage.	G Smith
Total City Works -		(846,000)	(953,000)	(1,032,000)				
Customer Services:								
9SFRB01	Absorption of 5 (currently vacant posts)	(140,000)	(140,000)	(140,000)	YES	Completed		Paul Warters
9SFRB02	Improved Revs & Bens productivity beyond "nil" in base budget	(100,000)	(50,000)	(50,000)	YES	GREEN		Paul Warters
9SHCS03	Synergies from merging business units	(50,000)	(50,000)	(50,000)	YES	Completed		Paul Warters
9SHCS1	Review Opening hours in One Stop Shops	(10,000)	(10,000)	(10,000)	YES	Completed		Paul Warters
9SHCS2	Efficiency through sharing cost of new one stop shop with partners	0	(30,000)	(30,000)	YES	AMBER		Paul Warters
Total Customer Services -		(300,000)	(280,000)	(280,000)				
Total City Services -		(1,345,000)	(2,087,000)	(2,166,000)				
Support Services								
Business Transformation:								
9SFBS02	Post Saving	(40,000)	(40,000)	(40,000)	YES	AMBER		B Brownlee
9SFFM01	Copier / Post Room Savings	(12,000)	(12,000)	(12,000)	YES	Completed		J Lubbock
9SFFM02	Procurement Efficiencies / shared working arrangements	(8,000)	(8,000)	(8,000)	YES	GREEN		Nicky Atkins
9SFFM05	Move Tourist Information Centre to Town Hall	0	(50,000)	(50,000)	YES	AMBER	Feasibility study to be completed	J Lubbock
Total Business Transformation -		(60,000)	(110,000)	(110,000)				
Finance:								
9SFFA02	Strategic Support to Services	(40,000)	(40,000)	(40,000)	YES	Completed		S Fogden / P Gardner

Reference:	Description:	Year 1 2008/2009	Year 2 2009/2010	Year 3 2010/2011	N179 Efficiency Target	Status	Comments:	Responsible Officer:
9SFFA03	Revise Cash Van Contract	(15,000)	(15,000)	(15,000)	YES	GREEN	The Westgate transfer delayed to Jan 09, saving from this reduces to £4.25k. However lower costs from re-tendering contract should deliver this saving.	S Fogden / P Gardner
9SFACS02	Reduce Bad Debt provision to reflect improved debt recovery by R&B	(40,000)	(40,000)	(40,000)	YES	Completed		S Fogden / P Gardner
Total Finance -		(95,000)	(95,000)	(95,000)				
Human Resources:								
9SFHR01	Restructure HR & Training Administration	(100,000)	(100,000)	(100,000)	YES	Completed		S Shutter
9SFHR02	Efficiencies in Payroll / HR	0	(40,000)	(40,000)	YES	RED	This is subject to introducing a new combined management information system for HR and payroll. Project approved received April 08 from Tranformation Board to explore partnership with County and Bureau provider. Implementation not expected this financial year.	S Shutter
Total Human Resources -		(100,000)	(140,000)	(140,000)				
Legal & Democratic Services:								
9SFLD01	Reduce number of Committee meetings and volume of paper	(24,500)	(40,000)	(40,000)	YES	Completed		J Thomas
9SFLD02	Legal Reduction in FTE through Retirement	(20,000)	(20,000)	(20,000)	YES	Completed		J Thomas
9SFLD03	Printing Committee Agendas - Fewer hard copies	(3,000)	(7,000)	(8,000)	YES	Completed		J Thomas
9SFLD04	Rationalise Support within LDS and Corporate Secretariat	(35,000)	(35,000)	(35,000)	YES	Completed		J Thomas
9SFLD05	Use of On-Line Debt Recovery - preferential Court Fees	(10,000)	(10,000)	(10,000)	YES	Completed		J Thomas
Total Legal & Democratic Services -		(92,500)	(112,000)	(113,000)				
Total Support Services -		(347,500)	(457,000)	(458,000)				Total Low
Total General Fund Savings -		(3,911,000)	(5,137,500)	(5,315,500)				Total Med
N179 Efficiency Savings		(2,946,000)	(3,976,500)	(3,952,500)				Total High

Reference:	Description:	Year 1 2008/2009	Year 2 2009/2010	Year 3 2010/2011	N179 Efficiency Target	Status	Comments:	Responsible Officer:
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Housing Revenue Account -

HRA Summary

GREEN	0	0	0
AMBER	(247,000)	(294,000)	(294,000)
RED	0	0	0
Saving Completed	(750,000)	(750,000)	(750,000)
	(997,000)	(1,044,000)	(1,044,000)

Oxford City Homes:

9SHRA1	Vehicle Management	(80,000)	(127,000)	(127,000)	YES	AMBER	Some Vacancies Achieved	S Fry
9SHRA2	Reduce Operative Sickness Levels	(90,000)	(90,000)	(90,000)	YES	AMBER	Some Vacancies Achieved	G Corps/B Thompson
9SHRA3	Reduce FTE Employee Numbers	(376,000)	(376,000)	(376,000)	YES	Completed	Achieved - Vacant post deleted from Establishment from April 2008	G Bourton
9SHRA4	Housing Improvement Budget	(191,000)	(191,000)	(191,000)	YES	Completed	Achieved - Budget Deleted April 2008	G Bourton
9SHRA5	Contingency Budget	(40,000)	(40,000)	(40,000)	YES	Completed	Achieved - Budget Deleted April 2008	G Bourton
9SHRA6	Furnished Tenancy Equipment	(70,000)	(70,000)	(70,000)	YES	Completed	Budget Deleted. Monitoring will ensure expenditure remains within Budget.	G Corps
9SHRA7	Service Level Agreements	(73,000)	(73,000)	(73,000)	YES	Completed		R Summers
9SHRA8	Unidentified Savings	(77,000)	(77,000)	(77,000)	YES	AMBER	Some Vacancies Achieved	G Bourton
Total Oxford City Homes -		(997,000)	(1,044,000)	(1,044,000)				

N179 Efficiency Savings (997,000) (1,044,000) (1,044,000)

Key:

Achieved

In Progress

Unachievable



Green - Saving is on target to achieve in accordance to action plan.
 Amber - Actions to achieve planned saving have been delayed or changed but at this stage its believed the saving is still achievable.
 Red - Saving no longer achievable. Alternative actions need to be established.

**CAPITAL PLAN - GENERAL FUND
AS AT END OF JUNE 2008**

	Spend In Prior Years	2008/09 Budget	2008/09 Actual as at end of June	2009/10 Budget	2010/11 Budget	2011/12 Budget	Estimated TOTAL	
	£ 000's	£ 000's	£ 000's	£ 000's	£ 000's	£ 000's	£ 000's	
PROGRAMMES								
Greater Than £500k (9 Programmes)								
MT Vehicles/Plant Replacement Prog.	568	3,105	346	1,340	1,447	-	6,460	
Disabled Facilities Grants	4,818	-	116	-	-	-	4,818	
Renovation Grants	2,560	-	47	-	-	-	2,560	
Private Housing Grants Available (E3501 - E3601)	-	800	-	800	800	-	2,400	
West End Partnership (Growth Points Grant)	-	1,751	-	-	-	-	1,751	
MT Vehicles (prev leased) 2004-2006	1,560	-	-	-	-	-	1,560	
Community Centres	-	250	-	600	550	-	1,400	
Affordable Housing - Garage Sites	-	763	-	-	-	-	763	
Area Committees	-	209	-	200	225	-	634	
Total Greater Than £500k	9,506	6,878	509	2,940	3,022	-	22,346	94.7% of Programmes
Between £250k & £500k (3 Programmes)	621	139	(326)	100	100	-	959	4.1% of Programmes
Between £100k & £250k (1 Programmes)	-	147	4	-	-	-	147	0.6% of Programmes
Up To And Including £100k (2 Programme)	85	65	9	-	-	-	150	0.6% of Programmes
TOTAL PROGRAMMES	10,212	7,229	196	3,040	3,122	-	23,602	53.1% of Plan

Spend In Prior Years	2008/09 Budget	2008/09 Actual as at end of June	2009/10 Budget	2010/11 Budget	2011/12 Budget	Estimated TOTAL
£ 000's	£ 000's	£ 000's	£ 000's	£ 000's	£ 000's	£ 000's

PROJECTS

Greater Than £500k (12 Projects)

Barton Pool	2,795	4	10	-	-	-	2,799
Non DDA - Admin	43	117	6	821	900	-	1,880
Oxford Resettlement Project	1,392	33	-	-	-	-	1,425
Refurbishment of Bonn Square	153	1,190	150	-	-	-	1,343
Cherwell Housing Simon House	1,315	-	-	-	-	-	1,315
Blackbird Leys Leisure Centre - Active England	965	12	-	-	-	-	977
Leisure Centre Improvements	-	300	-	600	-	-	900
Lambourn Road Properties	-	-	-	900	-	-	900
Refuse & Recycling Bid 2006-07 MT Vehicles (growth)	808	29	-	-	-	-	836
Refuse & Recycling Bid 2006-07 Ancilliary Items	753	1	33	-	-	-	754
Fry's Hill Leisure Development	559	178	-	-	-	-	737
littlemore baptist church	-	717	-	-	-	-	717

Greater Than £500k	8,783	2,581	199	2,321	900	-	14,583	70.0% of Projects
Between £250k & £500k (6 Projects)	1,091	1,229	-	-	-	-	2,320	11.1% of Projects
Between £100k & £250k (11 Projects)	899	739	21	176	-	-	1,814	8.7% of Projects
Up To And Including £100k (66 Projects)	658	1,166	175	164	125	-	2,114	10.1% of Projects
TOTAL PROJECTS	11,431	5,715	395	2,661	1,025	-	20,831	46.9% of Plan

TOTAL CAPITAL PLAN

Greater Than £500k	18,289	9,459	708	5,261	3,922	-	36,929	83.1% of Plan
Between £250k & £500k	1,712	1,368	(326)	100	100	-	3,279	7.4% of Plan
Between £100k & £250k	899	886	25	176	-	-	1,961	4.4% of Plan
Up To And Including £100k	743	1,231	184	164	125	-	2,264	5.1% of Plan
TOTAL CAPITAL PLAN	21,643	12,944	591	5,701	4,147	-	44,433	100.0% of Plan

OXFORD CITY COUNCIL CAPITAL PROGRAMME 2008/2009

Housing Revenue Account

As at the end of June 08

Programme/Scheme	Previous Years To 2007/2008	Current Year 2008/2009 Estimate	Actual Spend To Date 2008/2009	Future Years 2009/2010	Future Years 2010/2011	Estimated Total Spend
	£	£	£	£	£	£
Tower Blocks	0	2,750,000	0	2,750,000	2,754,000	8,254,000
Disability	1,878,302	575,000	184,833	580,000	500,000	3,533,302
Voids Work	7,697,293	655,500	363,293	661,200	706,800	9,720,793
Structural Work	641,180	92,000	6,342	92,800	161,200	987,180
Heating	3,981,199	857,247	391,364	928,039	935,870	6,702,355
Kitchens & Bathrooms	5,483,609	4,780,071	1,158,817	4,255,078	4,491,117	19,009,875
Damp-proofing	236,321	50,000	26,431	0	0	286,321
Re-roofing	1,077,141	115,000	10,732	116,000	124,000	1,432,141
Rewiring	1,112,057	406,640	124,253	410,176	434,248	2,363,121
Windows	3,328,910	222,000	105,258	341,040	347,200	4,239,150
Controlled Entry	484,263	321,527	43	174,000	186,000	1,165,790
External Doors	516,289	233,515	87,373	168,026	127,565	1,045,395
Sheltered Blocks Refurbishments	2,624,345	4,057,000	24,712	3,556,000	3,236,000	13,473,345
Non Traditional/Structural	746,135	1,725,000	427,004	495,641	0	2,966,776
Shops	2,596	172,500	0	174,000	200,000	549,096
Mascall	3,062,504					3,062,504
Other	739,803					739,803
Housing Revenue Account Total	33,611,948	17,013,000	2,910,539	14,702,000	14,204,000	79,530,947

General Fund and HRA Projected Balances - June 2008

	General Fund	HRA
Balances as at 31 March 2008	(6,975,956)	(3,965,000)
Proposed carry forwards (including Area Committees)	324,259	705,000
Balances used in 2008/09 budget (HRA to offset one-off impact of 2008-09 subsidy)	748,000	429,987
Transfer to Capital Financing Reserve		830,013
Reinstatement of 2008-09 Budget for "high risk" savings proposals	523,500	
Management Restructure Costs (balance of £750k after spend of £403k)	347,000	
Transformational Projects	900,000	
Community Priorities approved 30.6.08	590,000	
Projected balances at 31 March 2009	(3,543,197)	(2,000,000)
Community Priorities approved 30.6.08	245,000	
Balances used/ (returned) in 2008/09 budget		(830,000)
Transfer to Capital Financing Reserve		830,000
Projected balances as at 31 March 2010	(3,298,197)	(2,000,000)
Community Priorities approved 30.6.08	145,000	
Balances used/ (returned) in 2008/09 budget		(830,000)
Transfer to Capital Financing Reserve		830,000
Projected balances as at 31 March 2011	(3,153,197)	(2,000,000)
Recommended minimum level of balances	(3,000,000)	(2,000,000)