

Agenda

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Finance and Performance Panel (Panel of the Scrutiny Committee)

This meeting will be held on:

Date: **Wednesday 6 September 2023**

Time: **6.00 pm**

Place: **Zoom - Remote meeting**

For further information please contact:

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All public papers are available from the calendar link to this meeting once published

Membership

City Councillors

Councillor James Fry (Chair)

Councillor Dr Hosnieh Djafari-Marbini

Councillor Chris Jarvis

Councillor Dr Christopher Snowton

Agenda

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<p>The Panel is asked to agree the notes of the meeting held on 26 January 2023 as a true and accurate record.</p>	
5 Finance and Performance Panel Work Plan	11 - 14
<p>The Panel is asked to consider the Work Plan and agree any amendments.</p>	
6 Integrated Performance Report for Q1 2023/24	15 - 36
<p>Cabinet, at its meeting on 13 September 2023, will consider a report from the Head of Financial Services on the Integrated Performance Report for Q1 2023/24. Cllr Ed Turner, Deputy Leader (Statutory) and Cabinet Member for Finance and Asset Management and Anna Winship, Management Accountancy Manager have been invited to present the report and answer questions. The Panel is asked to consider the report and agree any recommendations.</p>	
7 Treasury Management Annual Report 2022/23	37 - 52
<p><i>Appendix 1 to this item includes exempt information pursuant to Paragraph 3 of Part 1 of Schedule 12A of the Local Government Act 1972. If the Panel wishes to discuss matters relating to the information set out in Appendix 1 to the report, it will be necessary for the Panel to pass a resolution to exclude the press and public from the meeting.</i></p> <p>Cabinet, at its meeting on 13 September 2023, will consider a report from the Head of Financial Services on the Treasury Management Annual Report 2022/23. Cllr Ed Turner, Deputy Leader (Statutory) and Cabinet Member for Finance and Asset Management and Bill Lewis, Financial Accounting Accountancy Manager have been invited to present the report and answer questions. The Panel is asked to</p>	

consider the report and agree any recommendations.

8 Scrutiny Performance Monitoring

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The Finance and Performance Panel is asked to consider a report on how it wishes to discharge its performance monitoring function for the 2023/24 municipal year. The Panel is recommended to:

1. **Note and comment on** the end of year performance report for KPIs selected by the Finance and Performance Panel in the 2022/23 municipal year.
2. **Note and comment on** the Q1 2023/24 performance report for KPIs selected by the Finance and Performance Panel in the 2022/23 municipal year.
3. **Agree** to have Scrutiny Performance Monitoring as a standing item on the Finance and Performance Panel agenda, where written questions or invitations to relevant officers to attend the next meeting can be agreed, and previous written responses considered.
4. **Agree** to continue monitoring the KPIs selected in 2022/23, or agree any amendments for 2023/24 as required.

9 Dates of future meetings

The Panel is asked to note the dates and times of future meetings of the Finance and Performance Panel:

- 06 December 2023, 6pm
- 22 January 2024, 6pm
- 26 March 2024, 6pm

Meetings will take place remotely via Zoom.

Notes and Information for those attending

Councillors declaring interests

General duty

You must declare any disclosable pecuniary interests when the meeting reaches the item on the agenda headed “Declarations of Interest” or as soon as it becomes apparent to you.

What is a disclosable pecuniary interest?

Disclosable pecuniary interests relate to your* employment; sponsorship (ie payment for expenses incurred by you in carrying out your duties as a councillor or towards your election expenses); contracts; land in the Council’s area; licenses for land in the Council’s area; corporate tenancies; and securities. These declarations must be recorded in each councillor’s Register of Interests which is publicly available on the Council’s website.

Declaring an interest

Where any matter disclosed in your Register of Interests is being considered at a meeting, you must declare that you have an interest. You should also disclose the nature as well as the existence of the interest. If you have a disclosable pecuniary interest, after having declared it at the meeting you must not participate in discussion or voting on the item and must withdraw from the meeting whilst the matter is discussed.

Members’ Code of Conduct and public perception

Even if you do not have a disclosable pecuniary interest in a matter, the Members’ Code of Conduct says that a member “must serve only the public interest and must never improperly confer an advantage or disadvantage on any person including yourself” and that “you must not place yourself in situations where your honesty and integrity may be questioned”. The matter of interests must be viewed within the context of the Code as a whole and regard should continue to be paid to the perception of the public.

Members Code – Other Registrable Interests

Where a matter arises at a meeting which directly relates to the financial interest or wellbeing** of one of your Other Registrable Interests*** then you must declare an interest. You must not participate in discussion or voting on the item and you must withdraw from the meeting whilst the matter is discussed.

Members Code – Non Registrable Interests

Where a matter arises at a meeting which **directly relates** to your financial interest or wellbeing (and does not fall under disclosable pecuniary interests), or the financial interest or wellbeing of a relative or close associate, you must declare the interest.

Where a matter arises at a meeting which affects your own financial interest or wellbeing, a financial interest or wellbeing of a relative or close associate or a financial interest or wellbeing of a body included under Other Registrable Interests, then you must declare the interest.

You must not take part in any discussion or vote on the matter and must not remain in the room, if you answer in the affirmative to this test:

“Where a matter affects the financial interest or well-being:

- a. to a greater extent than it affects the financial interests of the majority of inhabitants of the ward affected by the decision and;

b. a reasonable member of the public knowing all the facts would believe that it would affect your view of the wider public interest You may speak on the matter only if members of the public are also allowed to speak at the meeting.”

Otherwise, you may stay in the room, take part in the discussion and vote.

*Disclosable pecuniary interests that must be declared are not only those of the member her or himself but also those member’s spouse, civil partner or person they are living with as husband or wife or as if they were civil partners.

** Wellbeing can be described as a condition of contentedness, healthiness and happiness; anything that could be said to affect a person’s quality of life, either positively or negatively, is likely to affect their wellbeing.

*** Other Registrable Interests: a) any unpaid directorships b) any Body of which you are a member or are in a position of general control or management and to which you are nominated or appointed by your authority c) any Body (i) exercising functions of a public nature (ii) directed to charitable purposes or (iii) one of whose principal purposes includes the influence of public opinion or policy (including any political party or trade union) of which you are a member or in a position of general control or management.

Minutes of a meeting of the Finance and Performance Panel (Panel of the Scrutiny Committee) on Thursday 26 January 2023

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Committee members present:

Councillor Fry (Chair)

Councillor Jarvis

Councillor Latif

Officers present for all or part of the meeting:

Richard Doney, Scrutiny Officer

Nigel Kennedy, Head of Financial Services

Anna Winship, Management Accountancy Manager

Emma Gubbins, Corporate Asset Lead

Jason Munro, Director of Operations

Jane Winfield, Head of Corporate Property

1. Apologies

2. Declarations of interest

3. Finance and Performance Work Plan

The Panel noted its work plan. The Panel was advised that neither the Capital Strategy nor the Treasury Management Strategy were ready to be shared with the Panel at this stage. Given that these strategies were so closely linked to the Budget which Members had scrutinised as the Budget Review Group, the Panel was content not to have sight of them before they were submitted to Cabinet.

4. Notes of previous meeting

The notes of the meeting on Wednesday 07 December 2022 were approved as a true and accurate record.

5. Report on Park and Ride/Car parking income

The Panel was grateful to the Head of Corporate Property for submission of the report on income from car parks and park and ride sites. Emma Gubbins, Corporate Assets

Lead, presented the report and Jason Munro, Head of Managed Services at Oxford Direct Services, attended alongside her to answer the Panel's questions. The Panel had a wide-ranging discussion in which it explored the assumptions made in some detail. The report and the Panel discussion fed into the work of the Budget Review Group and its conclusions and resulted in paragraphs 33-35 of the report submitted to Cabinet on and which read:

The Review Group was grateful for the modelling provided by officers which set out why there was no proposal to increase charges at the Park and Rides. The Review Group accepted that the Council continued to strongly encourage people to use the Park and Rides and that was a key part of its approach to transport in the city. The Review Group also recognised that revenue had still not returned to pre-pandemic levels during the week and, given that large proportions of those who had previously commuted daily were now working with some element of home working, it was difficult to assume that usage figures would return to those seen previously. The Review Group understood therefore the sensitivity of the Council to the risk of discouraging people from using the Park and Ride for any reason. The Review Group was advised that a 10% resistance factor had been built in to the modelling and that even a 1% increase in charges would be likely to lead to an annual net loss of almost £90k.

The Review Group established that there was no data available to show what level of resistance had been seen at Park and Rides when prices had been increased previously because it had not been done. Rather, the data available was from when prices had increased at urban and suburban car parks and resistance of between 4% and 18% had been seen. The Review Group recognised that it would be difficult to accurately project reductions in usage of Park and Rides without an increase being implemented but was not satisfied that a 10% reduction in use for any increase was realistic given the different needs and behaviours of those using Park and Rides. The Review Group considered it overly conservative and had doubts that one in ten would not use the Park and Ride if there were an increase of ten pence on a £2 charge.

The Review Group accepted that Council-owned Park and Ride charges were set in consultation with the County Council, who also own sites, and the bus companies. The Review Group was also aware that the bus companies had recently launched an advertising campaign promoting the current prices. Nonetheless, and recognising the challenges involved in modelling where directly applicable data does not exist, the Review Group considered that it would be appropriate for the Council to re-evaluate its assumptions regarding projected revenue loss were fees to be increased.

Recommendation 9: That the Council re-evaluates its assumptions around reduction in use of park and rides as a result of changes in charges to create a more realistic picture of what both income levels and usage would look like with different fees.

The Panel agreed to amend the agenda and to take Scrutiny Performance Monitoring before the item on the budget.

6. MTFS 2024/25 to 2026/27 and 2023/24 Budget

The Panel passed a resolution in accordance with the provisions of Paragraph 4(2)(b) of the Local Authorities (Executive Arrangements) (Access to Information) (England) Regulations 2012 to exclude the press and members of the public on the grounds that their presence could involve the likely disclosure of exempt information as described in specific paragraphs of Schedule 12A of the Local Government Act 1972.

The Panel discussed the draft report of the Budget Review Group and its recommendations. Discussions were held in private session and the Panel resolved to ask that the Scrutiny Officer edit the report in accordance with the Panel’s direction and to submit it, on approval by the Chair of the Panel, to the Scrutiny Committee for its consideration at its meeting on 01 February 2023.

7. Capital Strategy 2023/24 to 2026/27

The Panel was satisfied that, given the depth of its explorations in its capacity as the Budget Review Group, it was content for the Strategy to go forward to Cabinet without the Panel having sight of the report itself.

8. Treasury Management Strategy

The Panel was satisfied that, given the depth of its explorations in its capacity as the Budget Review Group, it was content for the Strategy to go forward to Cabinet without the Panel having sight of the report itself.

9. Scrutiny Performance Monitoring

The Panel was grateful to see that the performance monitoring for this meeting was of improved quality and welcomed the opportunity to explore the KPIs with officers. The Panel noted that, once again, there was no discretionary funding reported but established that it was hoped this would change in the future.

10. Dates of Future Meetings

The Panel noted that its next meeting was scheduled for 28 March 2023.

The meeting started at 6.00 pm and ended at 7.30 pm

Chair

Date: Thursday 8 June 2023

When decisions take effect:
Cabinet: after the call-in and review period has expired
Planning Committees: after the call-in and review period has expired and the formal decision notice is issued
All other committees: immediately.
Details are in the Council’s Constitution.

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Finance and Performance Panel Work Plan

NB This work plan is provisional and is subject to change. Changes made outside meetings are agreed between the Scrutiny Officer and the Chair.

Cabinet items beyond two months in advance are not included on the work plan owing to the greater potential they will move or alternative items of higher priority arise in the meantime.

06 September 2023 – confirmed reports

Agenda item	Cabinet item	Description	Cabinet portfolio	Lead officer
Integrated Performance Report for Q1 2023/24	Yes	To update Cabinet on finance, risk and corporate performance matters as at 30 June 2023. To consider the report and agree any recommendations.	Deputy Leader (Statutory) – Finance and Asset Management	Nigel Kennedy, Head of Financial Services
Treasury Management Annual Report 2022/23	Yes	To set out the Council's Treasury Management activity and performance for the financial year 2022/23. To consider the report and agree any recommendations.	Deputy Leader (Statutory) – Finance and Asset Management	Nigel Kennedy, Head of Financial Services
Scrutiny Performance Monitoring	No	To consider the report and agree any recommendations.	N/A	N/A

06 December 2023 – provisional reports

Agenda item	Cabinet item	Description	Cabinet portfolio	Lead officer
Integrated Performance Report for Q4 2022/23	Yes (<i>November Cabinet</i>)	To update Cabinet on finance, risk and corporate performance matters as at 31 March 2023. To consider the report and agree any	Deputy Leader (Statutory) – Finance and Asset	Nigel Kennedy, Head of Financial Services

		recommendations.	Management	
Integrated Performance Report for Q2 2023/24	Yes	To update Cabinet on finance, risk and corporate performance matters as at 30 September 2023. To consider the report and agree any recommendations.	Deputy Leader (Statutory) – Finance and Asset Management	Nigel Kennedy, Head of Financial Services
Budget 2024/25	Yes	To propose a Medium Term Financial Strategy and the 2024/25 Budget for consultation. To note the report and agree a list of written questions to Heads of Service which will form part of the discussion for the Budget Review Group.	Deputy Leader (Statutory) – Finance and Asset Management	Nigel Kennedy, Head of Financial Services
Scrutiny Performance Monitoring	No	To consider the report and agree any recommendations.	N/A	N/A

22 January 2024 – provisional reports

Agenda item	Cabinet item	Description	Cabinet portfolio	Lead officer
Budget Review Group Report	No	To approve the report of the Budget Review Group for submission to the Scrutiny Committee; and to recommend that the Scrutiny Committee approves the report of the Budget Review Group for submission to Cabinet.	Deputy Leader (Statutory) – Finance and Asset Management	Nigel Kennedy, Head of Financial Services
Scrutiny Performance Monitoring	No	To consider the report and agree any recommendations.	N/A	N/A

26 March 2024 – provisional reports

Agenda item	Cabinet item	Description	Cabinet portfolio	Lead officer
Scrutiny Performance Monitoring	No	To consider the report and agree any recommendations.	N/A	N/A

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To: Cabinet
Date: 13 September 2023
Report of: Head of Financial Services
Title of Report: Integrated Performance Report for Quarter 1 2023/24

Summary and recommendations	
Purpose of report:	To update Cabinet on Finance, Risk and Corporate Performance matters as at 30 June 2023.
Key decision:	No
Executive Board Member:	Councillor Ed Turner, Deputy Leader (Statutory) – Finance and Asset Management
Corporate Priority:	All
Policy Framework:	Council Strategy 2020-24
Recommendation(s): That the Cabinet resolves to:	
1.	Note the projected financial outturn as well as the current position on risk and performance as at 30 June 2023.
2.	Approve the HRA budget virements as detailed in paragraph 12

Appendices	
Appendix A	General Fund - June 2023 Forecast Outturn
Appendix B	Housing Revenue Account - June 2023 Forecast Outturn
Appendix C	Capital Programme – June 2023
Appendix D	Corporate KPI's June 2023

Introduction and background

1. This report updates the Cabinet on the financial, corporate performance and corporate risk positions of the Council as at 30 June 2023. A brief summary is as follows:
2. **Financial Position**
 - **General Fund** – the outturn position is forecasting an adverse variance of £1.183 million against the net budget agreed by Council in February 2023 of £24.793 million;

- **Housing Revenue Account** – The HRA budgeted surplus agreed by the Council in February 2023 was £1.232 million. The current forecast outturn is expected to be an adverse variance of £1.529 million, giving a total deficit of £0.298 million;
 - **Capital Programme** – The budget, as approved at Council in February 2023, was set at £235.623 million with carry forward of unspent balances in 2022-23 of £19.540 million, some additional budget changes including new allocations, leads to a revised latest budget of £256.291 million. The outturn forecast position is currently £158.198 million with a total slippage of £98.092 million in the first quarter.
3. **Performance** – There are 19 Corporate Indicators for the current financial year, 9 of which are rated Green (on target); 2 are rated Amber (within a tolerance of target) and 4 are rated Red (outside of target). There are also 4 indicators which are under review and one that has no data available. More details can be found in paragraph 21.
 4. **Corporate Risk Management** – There are four red corporate risks at the end of quarter one. These relate to actions taken to ensure housing delivery and supply for the city of Oxford and to enable sufficient house building and investment; local, national or international factors adversely affecting the economic growth of the city; negative impacts of Climate Change and delivery of services by external suppliers and partners. More details of the risks can be found in paragraphs 19 to 20;

Financial Position

General Fund Revenue

5. The overall Net Budget Requirement agreed by the Council in February 2023 was £24.793 million after a £1.3 million transfer from general reserves. Since setting the budget, service area expenditure budget has decreased by a net total of £0.149 million. This is mainly due to the release of pay inflation to services from the contingency, in line with the agreed pay award, offset against other transfers to Earmarked Reserves. The Net Budget Requirement remains unchanged in this respect since this is simply a virement.
6. As at 30 June 2023 the General Fund Service Areas are forecasting an adverse variance of £2.356 million against the latest budget of £33.609 million. These variances are summarised below:
 - **Housing Services** – pressure of £1.0 million on Temporary Accommodation (TA) due to an increased level of usage. This is a worst-case position and is net of any potential housing benefit. The proposed in-year mitigation is to acquire, via a lease, properties suitable for this purpose. The cost of the lease should be able to be funded from the associated Housing Benefit, but there may be a requirement for additional staff to manage the properties. Grant received which is currently in Earmarked Reserves could also be used to part fund this overspend. The situation will be monitored very closely over the coming months.

The rise in Temporary Accommodation usage is part of a national trend, with temporary accommodation levels in England now at the highest level since records began. In Oxford data shows the main groups where

homelessness presentations have increased include: evictions from the Private Rented Sector, evictions by family and friends, domestic abuse, and evictions from supported housing.

Cost of living seems to be the major factor driving this pattern, with people unable to afford to stay in accommodation, in particular in the Private Rented Sector (PRS) where the Local Housing Allowance is frozen despite rental inflation being high. Factors driving increasing rents in the city seem to be linked to continuing high demand for rented properties, alongside shrinking supply with landlords exiting the market when faced with high interest rates and reports of short term lets increasing. The rise in domestic abuse presentations is at least partial due to legislation changes, with survivors of domestic abuse now able to present as homeless to any authority, and we have had a number present from outside Oxfordshire. Finally, another driver is due to expansion of homelessness case law over recent years, with a number of decisions expanding the definition of "priority need" and other parts of housing law, significantly increasing the number of people we have to accommodate who present to us for help.

- **Community Services** – overall pressure of £454k, which is broken down into £46k staffing pressure and £310k utilities pressure in Leisure management (offset by a transfer from contingencies of a similar amount); £30k pressure to recruit into a new post of wellbeing officer, this post will help promote free swims and other wellbeing activities offered by the service; net favourable variance in Community centres due to salary savings and additional income, but with an offset of £60k utility pressure; £13k saving in salaries and an £89k utilities pressure in Town Hall; and a shortfall of income of £55k in the events team, which is due to some large commercial events not taking place;
- **Corporate Property** – pressure of a total of £640k, £440k reduced income due to delays in the letting of St Aldates Chambers offices although a tenant has now been found, similarly delays in the letting of Cadogan House have been experienced and if a tenant is found it is unlikely that rental income will be received in this financial year which will lead to a shortfall in income this year of £150k. the remaining £50k pressure relates to the recruitment of an additional post within the property team to assist with back log of repairs and maintenance;
- **Business Improvement** – total pressure of £200k, £160k relates to staffing overspends in the contact centre arising from unrealised savings due to the delay on implementation of new systems; unbudgeted maternity cover; and low staff turnover leading to higher than budgeted staffing costs as staff progress through the trainee grading scales. In addition, £40k relates to the extension of Programme Manager Support for the Fit for the Future programme;
- **Financial Services** - £62k overall pressure, due to previously agreed procurement savings being unable to be identified across the organisation;

7. This overspend position is offset by a revised forecast variance within the corporate accounts, with regard to interest on borrowing and receivable from

investments. This is showing a favourable variance of £0.723 million which is due to lower levels of borrowing caused by slippages in the capital programme and more use of internal balances anticipated in lieu of external borrowing.

8. Whilst there are not any current predicted variances on the following areas we will be monitoring these closely during the year:
 - **Museum income** – There is potentially a total budget pressure of £100k which is unlikely to be met in full this year. This is made up of the expenditure budget being removed from a previous years bid and additional income target of £40k being added. Mitigations are in place to reduce this pressure such as savings in other areas of the budget relating to facilities expenditure and additional income in Town Hall events, however the shortfall could reach £50k. The museum is asking for donations on entry to further mitigate the pressure.
 - **Car Park income** – no significant variance showing year to date, although there is a delay with starting to charge for Godstow Road and Florence Park car parks.

Efficiencies

9. There are £1.993 million of new efficiencies and transformation savings introduced or continuing into the 2023/24 budget. Some of these savings are already at risk of not being met. The table below shows a summary of the savings and highlights those known to be at risk which have been reflected in the forecast outturn where appropriate. All of these savings are being closely monitored by the Finance team and Heads of service and are being report to Change Board on a monthly basis.
10. As highlighted above there are pressures on the Customer Services salary budgets. In addition there are shortfalls in income forecasts for the letting of St Aldates Chambers.

Service Area	Description	23/24 Budgeted Saving £000s	On Track	Comments
Business Improvement	Housing System rationalisation saving (ICT element)	(65)	Y	
Business Improvement	Vacancy factor	(50)	N	Pressures on existing salary budget
Business Improvement	Savings from Customer experience change programme	(44)	N	Pressures on existing salary budget
Business Improvement	ICT Savings from change programme	(46)	Y	
Business Improvement	Savings from Customer experience change programme	(7)	Y	
Community Services	Projected loss in room hire income - Covid related (60% reduction in 21-22, 40% reduction in 22-23) - base budget £233k in 22/23	(98)	Y	
Community Services	Projected loss in Town Hall income - Covid related - base budget in 22/23 is £808k - some cost savings already included in 21/22	(250)	Y	
Community Services	Invest in leisure during a changing market to devise a new model and consider new arrangements	(200)	Y	
Community Services	Future Working Programme (SAC) - Projected TH Hall Income Loss	34	N	Delays to letting out of SAC
Community Services	Future Working Programme (SAC) - Projected Expenditure Savings	(235)	N	Delays to letting out of SAC
Community Services	Vacancy factor	(54)	Y	
Corporate Property	Income pressures resulting from Covid19 on commercial income based on assumptions previously submitted which includes Westgate - current budget is £12m	190	Y	
Corporate Property	Reversal of previous budget to create 1 FTE to deliver Investment Property Strategy - require dedicated resource to oversee purchase process	(60)	Y	
Corporate Property	Future Working Programme (SAC) - Rent Income	(440)	N	Delays to letting out of SAC
Corporate Property	Future Working Programme (SAC) - Projected Corporate Property R&M savings	(42)	Y	Assumed R&M is minimal as building is unoccupied.
Corporate Property	1-3 George St - OxLEP part funded Capital Project (Returns on £1.9m Capital Programme)	(105)	N	Further delays, project slipping, handover is likely to be Q4 at earliest
Corporate Property	Cave Street Regeneration Project (assumed Income streams)	114	Y	
Corporate Property	Vacancy factor	(9)	Y	
Corporate Property	Vacancy factor	(5)	Y	
Environmental Sustainability	Environmental Sustainability - post saving	(66)	Y	
Environmental Sustainability	Vacancy factor	(5)	Y	
Environmental Sustainability	£23k funding from Planning fee income to contribute towards G5 officer role to support Environmental Quality team with assessing various environmental impacts of developments. Remaining £12k costs will be covered by existing resources. Link to pressure on line 2	(23)	Y	
Environmental Sustainability	£25k funding from Selective Licencing income to pay for additional 0.5FTE of Energy Efficiency Officer to provide increased support on securing funding driving energy efficiency uptake in the Private Rented Sector.	(25)	Y	
Financial Services	Housing Benefit & Council Tax Support Admin grants base review with a current budget of £443k - Council Tax Admin being rolled into RSG in 23/24 (£197k)	65	Y	
Financial Services	Vacancy factor	(21)	Y	
Financial Services	Savings from contract change programme - unallocated	(50)	N	Difficulty identifying procurement savings across the organisation
Financial Services	Savings of 0.2FTE from flexi retirement	(10)	Y	
Financial Services	Revenues & Benefits management changes	(60)	Y	
Financial Services	Increased income - currently circa £200k per annum	(20)	Y	
Housing Services	Housing needs system and structure change	(50)	Y	Funded from reserves - will be achieved
Housing Services	Vacancy factor	(37)	Y	
Housing Services	Savings from Customer experience change programme	(33)	Y	Savings have been factored into the new structure.
Law and Governance	vacancy factor	(30)	Y	
Law and Governance	Unallocated budget not required	(3)	Y	
Law and Governance	Manageable savings within general contracted services	(7)	Y	
Law and Governance	Member training budget - free training is available from LGA	(2)	Y	
Law and Governance	Members books and publication budget - currently unused	(1)	Y	
Law and Governance	It is proposed to add an additional grade 10 full time permanent property lawyer to the establishment to be funded by way of a recharge to Oxford City Housing Limited	69	Y	
Law and Governance	Additional SLA income from OCHL	(69)	Y	
Oxford Direct Services	Channel shift to cashless payments for car parks £30k base budget	(10)	Y	
Oxford Direct Services	ODS Clienting	60	Y	
Oxford Direct Services	Removal of all recycling banks - option 1	(27)	Y	
Oxford Direct Services	Reducing streetscene in city centre	(30)	Y	
Planning	Paperlite Digitalisation of Planning -on the back of investment in new planning system, savings can be achieved in 2024/25	(73)	Y	
Planning	Vacancy factor	(16)	Y	
Planning	Savings from Customer experience change programme	(15)	Y	
Regeneration & Economy	Vacancy factor	(8)	Y	
Regulatory Services & Community Safety	Reduce hours of Community Safety Support Officer	(13)	Y	
Regulatory Services & Community Safety	Vacancy factor	(17)	Y	
Regulatory Services & Community Safety	Cover base budget costs of 0.5FTE Tenancy Relations Officer post with licence fees	(24)	Y	
Regulatory Services & Community Safety	Funding from HRA to cover additional CCTV costs	(10)	Y	
Regulatory Services & Community Safety	Reduction of Team Manager post	(60)	Y	
TOTAL Efficiencies and Transformation		(1,993)		

Housing Revenue Account (“the HRA”)

11. The HRA budgeted surplus agreed by the Council in February 2023 was £1.232 million. The current forecast outturn is expected to be an adverse variance of £1.529 million, giving a total deficit of £0.298 million.
12. The adverse variance is associated with a current ODS forecast overspend of £2.003 million on Responsive & Cyclical Repairs. Discussions are still ongoing between officers of the Council and ODS regarding this issue although mitigating action in the meantime to protect the HRA has been taken in the form of pausing the delivery of Plastering, Painting and Joinery (PPJ) and the Great Estates capital programme. This will generate underspends against these programmes which will then be used to offset the overspends elsewhere within the Responsive & Cyclical Repairs budget.
13. During the budget setting for 2023/24 the HRA budgets reported and approved by Council and the HRA Business Plan were incorrectly aligned due to an oversight. To correct this anomaly requires amending the budgets as shown in the summary table below by way of virement which Cabinet can agree. It should be noted that the overall budgeted surplus position of £1.232 million remains the same and there is no effect on the overall HRA position. The HRA Business Plan still demonstrates viability of the HRA for the foreseeable future based on current assumptions.

	Approved Budget (per Budget book)	Proposed Amended Budget @ 30th Jun 2023	Virement Required
	£000's	£'000's	£'000's
Dwelling Rent	(48,344)	(48,344)	
Service Charges	(2,194)	(2,796)	(602)
Garage Income	(228)	(228)	
Miscellaneous Income	(806)	(806)	
Net Income	(51,572)	(52,174)	(602)
Management & Services (Stock Related)	12,852	12,852	
Other Revenue Spend (Stock Related)	972	972	
Misc Expenditure (Not Stock Related)	872	872	
Bad Debt Provision	840	840	
Responsive & Cyclical Repairs	15,202	16,836	1,634
Interest Paid	9,517	8,620	(897)
Depreciation	10,133	9,998	(135)
Total Expenditure	50,388	50,990	602

Capital

14. The budget, as approved by the Council at its meeting in February 2023, was set at £235.623 million. Since that date the budget has been increased to take account of unspent balances rolled forward from 2022-23 (£19.540 million) and further adjustments including new budget allocations (£1.126 million), giving a latest budget of £256.291 million

15. Spend against the budget is £16.195 million which equates to 6% of the latest budget and the forecast outturn is £158.198 million with a total of £98.102 million slippage.

General Fund

16. A summary of the General Fund schemes by project type is shown below and this provides an insight into the value of development projects that the Council is undergoing. It also highlights that a significant % of the capital programme relates to Housing Company Loans of which the spend is reliant on the progress of the Housing company development programme. From the start of 2023/24 a revised approach to aligning the OX Place Business Plan with the quarterly Capital Monitoring is in place and this should realise improved projections in terms of both loans to the company and HRA purchases.

Project Classification	Projects	In Delivery Stage	Latest Budget	Spend to Date	% Spent	Q1 Forecast
Project - Development	39	8	44,857,812	836,110	2%	33,341,885
Project - ICT	29	9	2,273,370	133,595	6%	2,273,370
Project - Compliance	4	0	2,040,095	7,840	0%	2,040,095
Project - Other	14	2	2,032,004	60,397	3%	2,087,004
Rolling Programme	12	2	11,985,733	1,194,943	10%	10,153,919
Housing Company Loans	2	0	40,000,000	2,748,850	7%	12,513,000
Other Capital Spend	16	0	20,855,711	8,543,408	41%	20,423,528
General Fund Total	116	21	124,044,724	13,525,143	11%	82,832,801

17. Details of the main GF schemes being slipped are as follows:

- **East Oxford Community Centre** – Slippage of £1.055 million, due to delays in the programme while the budget was increased due to construction cost inflation. The Cabinet report to increase the budget has now been signed off;
- **Covered Market Masterplan** and enabling works – Slippage of £2.0 million. Project progression has slipped for a number of reasons, not least delays caused by the complexity of wider asset condition survey works outside of the masterplan project and the alignment of those asset condition survey works with the commissioning brief for the detailed design of the masterplan works.;
- **Works Town Hall** – Slippage of £1.8 million To allow for detailed plans for Phase 2 work to be undertaken, aligning the need to establish a long-term vision for the facility, with a planning and preventative maintenance asset management plan;
- **Cave Street** – Slippage of £4.395 million. Project is delayed due to construction cost increase while value engineering options are considered. A full review of the business case is also in progress;
- **Osney Bridge (Growth Deal)** – slippage of £3.831 million, due to delays while value engineering exercise is undertaken to mitigate construction cost inflation’;
- **St Michael’s Levelling Works** – slippage of £0.040 million. Delivery of the project will now take place in 2024/25.
- **Cowley Branch Line** – slippage of £0.565 million due to a slight delay in the project starting due to finalising contracts;

- **Barton Park/Loan to OX Place** – brought forward £2.513 million. Following review of the scheme appraisals;
- **Housing Company Loans** – slippage of £30m. Loans are not required in year, as capital receipts and surpluses will be used to fund developments;
- **Affordable Housing Supply** – slippage of £0.958 million. Projects yet to be committed to;
- **Growth Deal Registered Provider Payments** – slippage of £0.272 million
- **OxWed Loans** – Slippage of £1.150 million – loans approved by Council but not yet drawn down

HRA

18. A summary of the HRA schemes by project type is shown in the table below, and this shows that a significant element of the capital programme is a rolling programme, for example Kitchen and bathroom replacements, heating and electrics etc. The other large element is the Other Capital Spend classification, and these schemes relate to acquisitions and developments.

Project Classification	Projects	In Delivery Stage	Latest Budget	Spend to Date	% Spent	Q1 Forecast
Project - Development	4	2	10,132,361	10,410	0%	6,695,004
Project - Compliance	1	0	176,802	-	0%	176,802
Project - Other	1	0	518,246	-	0%	185,000
Rolling Programme	23	0	23,806,426	1,574,530	7%	18,905,698
Other Capital Spend	12	3	97,612,478	1,084,675	1%	49,403,274
HRA Total	41	5	132,246,312	2,669,615	2%	75,365,778

19. Details of the HRA main schemes being slipped are as follow:

- Damp proof works – bring forward of £0.397million, to carry out work as planned rather than reactive, and a large number of reported issues over winter;
- Extensions & Major Adaptions – slippage of £0.825 million.
- Energy Efficiency Initiatives – Slippage of £2.439 million
- Fire Doors – Slippage of £1.990 million.
- Great Estates - scheme has been paused to help mitigate other overspends within the HRA revenue and capital budgets;
- Social Rented Housing Acquisitions – bring forward £0.976 million to allow for planned expenditure in year;
- East Oxford Development – slippage of £3.437 million. Demolition has now completed in Princes Street and a price agreed for the construction work. The contract is currently being drafted;
- Properties Purchased from OCH(D)L – slippage of £34.266 million due to delays in development;
- Northfield Hostel – Slippage of £12.578 million. Demolition due to start in August with main contractor starting on site in December 2023;

- Lanham Way – Slippage of £2.386 million. Land has been purchased and build contract to be signed imminently.

Corporate Risk

20. There are four red risks on the current Corporate Risk Register, which are as follows:

- **Housing** – the Council has key priorities around housing which include ensuring housing delivery and supply for the city of Oxford and enabling sufficient house building and investment. Insufficient housing in Oxford leads to an increase in homelessness which has an impact on residents. There are also health and quality of life issues. The Council is implementing delivery methods for temporary accommodation and accommodation for homelessness prevention which include a rent guarantee scheme, a growth deal to facilitate additional affordable housing and a tranche of property purchases to be delivered via real lettings. In addition, the Council's housing companies are in the process of constructing new affordable homes the social housing elements will be purchased by the Council;
- **Economic Growth** – this relates to local, national or international factors adversely affecting the economic growth of the city. New trading and immigration arrangement with the EU combined with structural changes in the labour market remain a challenge, as well as the recovery from pandemic business impacts. Supply chain challenges relating to Brexit, the war in Europe, energy security and related inflationary issues are a heightened and ongoing risk. The Council can affect this risk through the delivery of the Oxford Economic Strategy & City Centre Vision Action Plan. This aims to stimulate recovery through targeted measures and the Council will work with Economic Growth Board & City Centre Task Force and engage with businesses to understand long term impact of COVID & EU Transition, alongside issues of inflation linked to international events. Macroeconomic impacts are outside the Council's direct control, but the effects can be managed and mitigated at the local level;
- **Negative Impact of Climate change** – areas of concern are flooding, which is highly weather dependent; poor air quality and increased episodes of excess heat. The Council does not have control over the global climate position, but it can make changes and improvements within its sphere of influence. The Council has made action on climate change one of its corporate priorities and has stepped up its programme of action, partnering and influencing to seek to mitigate social health and environmental impacts on the city.
- **Delivery of Services by External Suppliers/Partners/Supply Chain** – this relates to the negative performance of key suppliers which has a direct impact on the Councils ability to achieve its goals. The failure of a key supplier or reductions in funding and/or financial pressures on the Councils critical service partners, may place additional demands on the Council. This could result in poorer service outcomes for citizens and potential risks to our supply chain. Due to the cost-of-living crisis, memberships being cancelled

by our customers' leads to reduced revenue for our leisure provider. There is also significant and uncontrollable increases in utility costs. The Councils leisure management contract expires in 2024 and the council is arranging to re-tender the service.

21. The table below shows the level of Red, Amber and Green current risks over the last 12 months:

Current Risk	Q2 2022/23	Q3 2022/23	Q4 2022/23	Q1 2023/24
Red	5	5	4	4
Amber	9	9	10	10
Green	0	0	0	0
Total Risks	14	14	14	14

Performance Indicators

22. There are five red corporate performance indicators being reported at the end of quarter 1, these relate to:

- % reduction of call volume into Customer Contact Centre for Housing and Revenues and Benefits only – a target of 5% with an actual of 5.5%; to date call numbers are down on the same period as last year, so we are on target to reach the 5% call reduction;
- % reduction of number of face-to-face enquiries for Housing and Revenues and Benefits only – a target of 5% with an actual of 22.4%. The number of face-to-face visits is up on the same period last year. Housing needs queries continue alongside those relating to Council Tax reminders and Single Person discount entitlement letters being issued;
- Council spend with local business – target of 40% with an actual of 32.61% - currently tracking below target, high level of local business spend is within ODSL but is not included within this target;
- Total number of affordable homes in Oxford completed in year – no target but an actual of 40 – the Council has a target of completing 1,600 affordable homes for the next four financial years. Due to slippage the forecast is currently slightly below target with a programme of 1,549 home to be delivered. Work is ongoing to secure further opportunities and acquisitions to bring the programme back in line with the target.

Financial implications

23. All financial implications are covered in the body of this report and the Appendices.

Legal issues

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

Level of risk

25. All risk implications are covered in the body of this report and the Appendices.

Equalities impact

26. There are no equalities impacts arising directly from this report.

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Background Papers: None

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General Fund Outturn Report 23/24 @ 30 June 2023	Approved Budget (per Budget book)	Previous Months Budget	Current Month Virements & Ear Marked Reserve Transfers	Latest Budget	Projected Outturn against Latest Budget	PO Variance
	£000's	£000's	£000's	£000's	£000's	£000's
S13 - Housing Services	4,443	4,406		4,406	5,406	1,000
S15 - Regulatory Services & Community Safety	593	623		623	623	
S22 - Community Services	4,275	4,168	9	4,177	4,631	454
Communities & People	9,311	9,197	9	9,206	10,660	1,454
S09 - Corporate Property	(8,027)	(8,095)	(17)	(8,112)	(7,472)	640
S10 - Regeneration & Economy	751	724		724	724	
S16 - Planning Services	466	417		417	417	
Development	(6,810)	(6,954)	(17)	(6,971)	(6,331)	640
S01 - Corporate Strategy	905	829		829	829	
S20 - Environmental Sustainability	946	906	39	945	945	
Chief Executive	1,851	1,735	39	1,774	1,774	
S26 - Oxford Direct Services Client	13,091	13,438		13,438	13,438	
ODS Development Director	13,091	13,438		13,438	13,438	
S03 - Business Improvement	9,242	9,177		9,177	9,377	200
S32 - Financial Services	3,380	3,325	33	3,358	3,420	62
S34 - Law and Governance	3,693	3,627		3,627	3,627	
Corporate Resources	16,315	16,129	33	16,162	16,424	262
Directorate Total Excl SLA's & Capital Charges	33,758	33,545	64	33,609	35,965	2,356
SLA's & Capital Charges	(9,632)	(9,632)		(9,632)	(9,632)	
Corporate Accounts	(1,877)	(1,877)		(1,877)	(2,600)	(723)
Contingencies	3,817	3,959		3,959	3,509	(450)
Total Corporate Accounts & Contingencies	1,940	2,082		2,082	909	(1,173)
Net Expenditure Budget	26,066	25,995	64	26,059	27,242	1,183
S48D - Transfers To/From Earmarked Reserves	(1,273)	(1,202)	(64)	(1,266)	(1,266)	
Net Budget Required	24,793	24,793		24,793	25,976	1,183
Funding						
S47A - External Funding	197	197		197	197	
S47E - New Homes Bonus	663	663		663	663	
S47B - Council Tax Funding	15,693	15,693		15,693	15,693	
S47C - Parish Precept	(277)	(277)		(277)	(277)	
S47D - NDR Funding	8,517	8,517		8,517	8,517	
Total Funding Available	24,793	24,793		24,793	24,793	
(Surplus) / Deficit for the year					1,183	1,183

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HRA Report 23/24 @ Jun 2023	Approved Budget (per Budget book)	Proposed Amended Budget @ 30th Jun 2023	Actual YTD	Budget YTD	Variance YTD	% Budget Spent to 30th Jun 2023	Projected Outturn against Latest Budget @ 30th Jun 2023	Projected Outturn Variance	Projected Outturn Variance Mvt from Previous Month
	£000's	£'000's	£000's	£000's	£'000's	%	£'000's	£000's	£'000's
Dwelling Rent	(48,344)	(48,344)	(12,186)	(12,086)	(100)	25%	(48,744)	(400)	
Service Charges	(2,194)	(2,796)	(849)	(847)	(2)	30%	(2,796)		
Garage Income	(228)	(228)	(68)	(57)	(11)	30%	(272)	(44)	
Miscellaneous Income	(806)	(806)	(249)	(228)	(21)	31%	(836)	(30)	
Net Income	(51,572)	(52,174)	(13,353)	(13,218)	(135)		(52,648)	(474)	
Management & Services (Stock Related)	12,852	12,852	2,845	3,072	(227)	22%	12,852		
Other Revenue Spend (Stock Related)	972	972	53	106	(52)	5%	972		
Misc Expenditure (Not Stock Related)	872	872	71	97	(26)	8%	872		
Bad Debt Provision	840	840	9	210	(201)	1%	840		
Responsive & Cyclical Repairs	15,202	16,836	4,847	4,055	791	29%	16,836		
Interest Paid	9,517	8,620	2,155	2,155		25%	8,620		
Depreciation	10,133	9,998				0%	9,998		
Total Expenditure	50,388	50,990	9,980	9,695	285		50,990		
Net Operating Expenditure/(Income)	(1,184)	(1,184)	(3,373)	(3,523)	150		(1,658)	(474)	
Investment Income	(48)	(48)	(12)	(12)	()	25%	(48)		
Other HRA Reserve Adjustment									
Total Appropriations	(48)	(48)	(12)	(12)	()		(48)		
Total HRA (Surplus)/Deficit	(1,232)	(1,232)	(3,385)	(3,535)	150		(1,706)	(474)	

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Capital Budget and Spend as at 30th June 23								2023/24 Forecast Variance			
Cost Centre	Capital Scheme	2023/24 Original Budget	Carry Forwards	Adjustments Since Original Budget	Latest 2023/24 Budget	Spend to 30/06/2023	Budget Remaining	Forecast Variance	Variance due to Slippage	Over / Under Spend	2023/24 Outturn Forecast
		£	£	£	£	£	£	£	£	£	£
General Fund Capital Programme											
Communities and People Directorate											
Community Services Projects											
A4820	Upgrade Existing Tennis Courts	35,000	-	-	35,000	-	35,000	-	-	-	35,000
A4847	Rose Hill Community Centre - Parking Management	-	10,000	-	10,000	-	10,000	-	-	-	10,000
B0075	Museum of Oxford Development	-	-	-	-	10,191	(10,191)	10,191	-	10,191	10,191
B0083	East Oxford Community Centre	4,055,039	-	-	4,055,039	267,293	3,787,746	(1,055,039)	(1,055,039)	-	3,000,000
B0150	Hinksey Pool Liner Replacement	150,000	-	-	150,000	131,615	18,385	(18,385)	(18,385)	-	131,615
B0096	Bullingdon Community Centre	-	51,795	-	51,795	7,588	44,207	-	-	-	51,795
Community Services Projects Total		4,240,039	61,795	-	4,301,834	416,687	3,885,147	(1,063,233)	(1,073,424)	10,191	3,238,601
Housing Services Projects											
B0102	Replace or refurbish Lifts	119,484	-	-	119,484	-	119,484	-	-	-	119,484
B0108	Floyds Row Refurbishment	-	48,283	-	48,283	16,425	31,858	(48,283)	(48,283)	-	0
C3057	Housing System Replacement	-	-	-	-	0	(0)	-	-	-	0
M5024	National Homelessness Property Fund	-	633,962	-	633,962	-	633,962	-	-	-	633,962
M5038	Roken House	200,000	453,286	-	653,286	443,233	210,053	-	-	-	653,286
M5039	UK Shared Prosperity Fund Investment Plan	70,000	-	(125,000)	(55,000)	-	(55,000)	55,000	55,000	-	0
Housing Services Projects Total		389,484	1,135,531	(125,000)	1,400,015	459,658	940,357	6,717	6,717	-	1,406,732
Regulatory & Community Safety Projects											
A4845	CCTV Suite Upgrade	-	-	-	-	-	-	-	-	-	0
A4852	Bodycams for Community Safety Team	-	60,450	-	60,450	-	60,450	-	-	-	60,450
E3511	Essential Repairs Grant	45,000	-	-	45,000	14,002	30,998	-	-	-	45,000
E3521	Disabled Facilities Grants	1,000,000	543,792	(122,359)	1,421,433	349,882	1,071,551	-	-	-	1,421,433
E3557	Oxford and Abingdon Flood Alleviation Scheme	-	-	-	-	-	-	-	-	-	0
E3561	Additional DFG Funding CLOSED	-	-	-	-	-	-	-	-	-	0
Regulatory & Community Safety Projects Total		1,045,000	604,242	(122,359)	1,526,883	363,884	1,162,999	-	-	-	1,526,883
Oxford Direct Services Projects											
R0005	MT Vehicles/Plant Replacement Programme.	5,404,800	1,049,213	-	6,454,013	380,692	6,073,321	(13,428)	(13,428)	-	6,440,585
T2273	Car Parks Resurfacing	300,000	-	-	300,000	-	300,000	-	-	-	300,000
T2309	Cowley Marsh Extension	57,000	25,326	-	82,326	(0)	82,326	-	-	-	82,326
Oxford Direct Services Projects Total		5,761,800	1,074,539	-	6,836,339	380,692	6,455,647	(13,428)	(13,428)	-	6,822,911
Communities and People Directorate Total		11,436,323	2,876,107	(247,359)	14,065,071	1,620,920	12,444,151	(1,069,944)	(1,080,135)	10,191	12,995,127
Development Directorate											
Corporate Property Projects											
B0100	Gloucester Green Car Park (H&S)	-	71,030	-	71,030	-	71,030	-	-	-	71,030
B0031	Planned Building Improvements	750,000	-	-	750,000	198,062	551,938	-	-	-	750,000
B0101	Capital Works at Covered Market	-	1,464	-	1,464	84	1,380	-	-	-	1,464
B0104	Old Gas Works Bridges	1,540,000	139,065	-	1,679,065	4,860	1,674,205	-	-	-	1,679,065
B0106	Covered Market Roof Works (Capitalised Planned Maintenance)	-	52,925	-	52,925	104,908	(51,983)	-	-	-	52,925
B0110	Covered Market Vacant Unit Works	-	-	-	-	(2,020)	2,020	-	-	-	0
B0111	Town Hall Dry Risers	-	-	-	-	6,818	(6,818)	-	-	-	0
B0117	Regeneration Property	-	-	-	-	-	-	-	-	-	0
B0124	Port Meadow Moorings	-	-	-	-	-	-	-	-	-	0
B0125	City Centre Restart (CIL Funded)	-	40,000	-	40,000	-	40,000	-	-	-	40,000
B0126	Asset Surveys	-	300,000	-	300,000	-	300,000	-	-	-	300,000
B0136	Covered Market CCTV	-	-	-	-	-	-	-	-	-	0
B0138	Enabling works - Decarbonisation Project	-	660,481	-	660,481	1,245	659,236	-	-	-	660,481
B0139	SAC Feasibility	-	-	-	-	-	-	-	-	-	0
B0142	Stock condition surveys (including bridge works)	875,000	13,345	-	888,345	1,048	887,297	-	-	-	888,345
B0143	Town Hall Relocation	-	645,590	-	645,590	(76,199)	721,788	-	-	-	645,590
B0149	Tumbling Bay Embankment Works	-	200,000	-	200,000	2,980	197,020	-	-	-	200,000
B0151	Bus Shelters	-	28,284	-	28,284	4,521	23,763	-	-	-	28,284
B0153	HSBC Options	-	-	30,000	30,000	390	29,610	-	-	-	30,000

Cost Centre	Capital Scheme	2023/24 Original Budget	Carry Forwards	Adjustments Since Original Budget	Latest 2023/24 Budget	Spend to 30/06/2023	Budget Remaining	Forecast Variance	Variance due to Slippage	Over / Under Spend	2023/24 Outturn Forecast
		£	£	£	£	£	£	£	£	£	£
B0154	Covered Market masterplan and enabling works	2,500,000	-	-	2,500,000	-	2,500,000	(2,000,000)	(2,000,000)	-	500,000
B0155	Contingency to cover cost inflation rises	1,300,000	-	(1,298,000)	2,000	-	2,000	-	-	-	2,000
B0156	Waterways - Condition Survey / Long Bridges	290,000	-	(200,000)	90,000	-	90,000	-	-	-	90,000
B0157	Works Town Hall	2,000,000	-	-	2,000,000	100,000	1,900,000	(1,800,000)	(1,800,000)	-	200,000
B0147	Repairs to 2-4 Gloucester Street and 24-26 George St	270,000	346,385	-	616,385	250,865	365,521	-	-	-	616,385
Corporate Property Projects Total		9,525,000	2,498,570	(1,468,000)	10,555,570	597,561	9,958,009	(3,800,000)	(3,800,000)	-	6,755,570
Regeneration & Economy Projects				-							
M5033	Blackbird Leys Regeneration (GF Element)	8,627,284	99,038	177,575	8,903,897	9,805	8,894,093	-	-	-	8,903,897
A4853	City Wide Cycling Infrastructure Contribution	87,456	60,009	-	147,465	78,414	69,051	-	-	-	147,465
B0081	Car Parking Oxpens	-	3,081	-	3,081	-	3,081	(0)	-	(0)	3,081
B0086	Seacourt Park & Ride Extension	-	-	-	-	(551)	551	-	-	-	0
B0092	Cave Street Development (Standingford House)	4,895,545	-	-	4,895,545	90,392	4,805,153	(4,395,545)	(4,395,545)	-	500,000
B0098	1-3 George Street	-	377,292	-	377,292	154,379	222,913	-	-	-	377,292
T2301	Depot Rationalisation	225,000	41,890	-	266,890	306	266,584	-	-	-	266,890
B0112	Future Options for City Centre Land (Odeon)	160,063	-	-	160,063	49,516	110,547	9,937	9,937	-	170,000
B0141	City Centre Public Realm (Kiosks Project)	320,277	-	-	320,277	26,882	293,395	(130,277)	(130,277)	-	190,000
B0116	Osney Mead Path Works (HIF)	948,000	39,349	125,975	1,113,324	-	1,113,324	-	-	-	1,113,324
B0148	Oxford Flood Alleviation HIF Contribution	4,350,000	-	-	4,350,000	-	4,350,000	-	-	-	4,350,000
B0120	Osney Bridge (Growth Deal)	5,231,000	-	-	5,231,000	168,033	5,062,967	(3,831,000)	(3,831,000)	-	1,400,000
B0122	City Cycle Schemes (Growth Deal)	729,764	(126,349)	-	603,415	54,946	548,469	-	-	-	603,415
B0145	St Michael's Street Levelling Works	60,000	-	-	60,000	6,389	53,611	(40,000)	(40,000)	-	20,000
B0146	Ice Rink Car Parking	-	-	-	-	8,281	(8,281)	-	-	-	0
B0131	Meanwhile In Oxfordshire	-	85,595	-	85,595	1,071	84,524	-	-	-	85,595
B0130	CIL Feasibility	-	43,350	-	43,350	-	43,350	-	-	-	43,350
B0152	Cowley Branch Line Full Busines Case	3,033,000	-	-	3,033,000	(9,000)	3,042,000	(565,183)	(565,183)	(565,183)	2,467,817
B0074	R & D Feasibility Fund	400,000	153,500	(78,000)	475,500	-	475,500	-	-	-	475,500
	Allocated Feasibility Funding (various schemes)	531,985	140,192	-	672,177	84,392	587,785	(35,911)	(35,911)	-	636,266
Regeneration & Economy Projects Total		29,599,374	916,948	225,550	30,741,872	723,253	30,018,618	(8,987,979)	(8,987,979)	(565,183)	21,753,892
Housing Delivery Projects				-							
M5025	Barton Park - Purchase by Council	10,000,000	-	-	10,000,000	7,623,026	2,376,974	2,513,000	2,513,000	-	12,513,000
M5026	Housing Company Loans (excl Barton Park)	30,000,000	-	-	30,000,000	2,748,850	27,251,150	(30,000,000)	(30,000,000)	-	0
M5032	Barton Park - loan to OCHL	10,000,000	-	-	10,000,000	-	10,000,000	2,513,000	2,513,000	-	12,513,000
M5034	Affordable Housing Supply	1,086,000	-	-	1,086,000	-	1,086,000	(958,000)	(958,000)	-	128,000
M5035	Growth Deal Registered Provider Payments	706,000	-	-	706,000	-	706,000	(272,000)	(272,000)	-	434,000
M5037	Northern Gateway (Oxford North)	9,993,538	-	6,462	10,000,000	-	10,000,000	-	-	-	10,000,000
Housing Supply Projects Total		61,785,538	-	6,462	61,792,000	10,371,876	51,420,124	(26,204,000)	(26,204,000)	-	35,588,000
Planning Projects				-							
T2299	Controlled Parking Zones	-	53,000	-	53,000	-	53,000	-	-	-	53,000
F7024	St Clements Environmental Improvements	-	31,197	-	31,197	-	31,197	-	-	-	31,197
F7011	Headington Environmental Improvements	-	-	-	-	-	-	-	-	-	0
Planning Projects Total		-	84,197	-	84,197	-	84,197	-	-	-	84,197
Development Directorate Total		100,909,912	3,499,714	(1,235,988)	103,173,638	11,692,690	91,480,948	(38,991,979)	(38,991,979)	(565,183)	64,181,659
Corporate Resources											
Business Improvement Projects											
C3044	ICT Software and Licences	245,000	20,570	-	265,570	-	265,570	-	-	-	265,570
C3058	CRM Lagan Replacement	-	50,930	-	50,930	-	50,930	-	-	-	50,930
C3060	End-Point Devices (Desktops/Laptops)	150,000	150,676	-	300,676	20,826	279,850	-	-	-	300,676
C3062	Datacentre Upgrade	-	-	-	-	8,940	(8,940)	-	-	-	0
C3066	Telephony Device Refresh	60,000	28,334	-	88,334	6,928	81,407	-	-	-	88,334
C3068	Windows 2008 Server Replacement	-	(120)	-	-	486	(486)	-	-	-	0
C3072	Forms Engine Replacement	-	10,158	-	9,038	38,220	(29,182)	-	-	-	9,038
C3077	Info@Work Enterprise Upgrade Rollout	-	(1,000)	-	-	-	-	-	-	-	0
C3082	Website Redesign	-	85,350	-	85,350	-	85,350	-	-	-	85,350
C3083	FOI System	-	-	-	-	(27,563)	27,563	-	-	-	0
C3084	Agresso Update	-	92,202	-	92,202	37,755	54,446	-	-	-	92,202
C3085	ICT - I-trent replacement	75,000	-	-	75,000	-	75,000	-	-	-	75,000
C3086	ICT - QL Exploitation Programme	80,000	-	525,000	605,000	47,189	557,811	-	-	-	605,000
C3087	ICT - replacing Netcall contact centre telephony and resource managem	75,000	-	-	75,000	-	75,000	-	-	-	75,000

Cost Centre	Capital Scheme	2023/24 Original Budget	Carry Forwards	Adjustments Since Original Budget	Latest 2023/24 Budget	Spend to 30/06/2023	Budget Remaining	Forecast Variance	Variance due to Slippage	Over / Under Spend	2023/24 Outturn Forecast
		£	£	£	£	£	£	£	£	£	£
C3088	ICT - replacing Uniform (building control and planning)	-	-	-	-	-	-	-	-	-	0
C3089	ICT - Asset Management System	300,000	-	-	300,000	-	300,000	-	-	-	300,000
C3090	ICT - Extension of existing Alemba case managemenet system	20,000	-	-	20,000	-	20,000	-	-	-	20,000
C3091	ICT - scanning of all paper planning files	150,000	-	-	150,000	-	150,000	-	-	-	150,000
C3092	ICT - Replacement of IKEN - L&G case management system	75,000	-	-	75,000	-	75,000	-	-	-	75,000
C3093	ICT - Replacement of ArcGIS geospatial mapping system	25,000	-	-	25,000	-	25,000	-	-	-	25,000
C3094	ICT - Information @ Work major upgrade	15,000	-	-	15,000	-	15,000	-	-	-	15,000
C3095	ICT - Redesign of Council Website	100,000	-	-	100,000	-	100,000	-	-	-	100,000
C3096	ICT - Open Revenue Cloud Migration	-	-	-	-	-	-	-	-	-	0
C3097	ICT - Refresh of content and taxonomy of the Council Website	25,000	-	-	25,000	-	25,000	-	-	-	25,000
C3098	ICT - Agresso upgrade and migration to Cloud	350,000	-	-	350,000	-	350,000	-	-	-	350,000
C6000	ICT - feasibility	180,000	-	-	180,000	-	180,000	-	-	-	180,000
C3081	Capitalised ICT Projects	468,200	220,390	-	688,590	42,781	645,809	-	-	-	688,590
Business Improvement Projects Total		2,393,200	657,490	525,000	3,575,690	175,563	3,400,127	-	-	-	3,575,690
Financial Services Projects											
M5023	OxWED Loans	1,150,000	-	-	1,150,000	-	1,150,000	(1,150,000)	(1,150,000)	-	0
B0144	Salary Costs across the Council to be capitalised	935,000	268,380	-	1,203,380	-	1,203,380	-	-	-	1,203,380
C3067	Paris Payment System, Replacement / PCI DSS	-	-	-	-	13,355	(13,355)	-	-	-	0
C3078	Revs and Bens System Replacement	-	-	-	-	-	-	-	-	-	0
C3080	Telephony Contract Replacement	-	31,963	-	31,963	23,002	8,961	-	-	-	31,963
Financial Services Projects Total		2,085,000	300,343	-	2,385,343	36,357	2,348,986	(1,150,000)	(1,150,000)	-	1,235,343
Law & Governance											
L1000	Audio & Visual Equipment	-	8,887	-	8,887	(7,790)	16,677	-	-	-	8,887
Law & Governance Projects Total		-	8,887	-	8,887	(7,790)	16,677	-	-	-	8,887
Corporate Resources Directorate Total		4,478,200	966,720	525,000	5,969,920	204,130	5,765,790	(1,150,000)	(1,150,000)	-	4,819,920
Chief Executive											
Environmental Sustainability Projects											
E3558	Go Ultra Low Oxford - On Street	-	501,750	-	501,750	(314)	502,065	-	-	-	501,750
E3560	Go Ultra Low Oxford - Taxis	5,215	34,861	-	40,076	-	40,076	-	-	-	40,076
E3563	Clean Bus Technology Grants	-	-	-	-	-	-	-	-	-	0
E3565	Decarbonisation Fund - OCC element	-	120,268	-	120,268	7,717	112,551	-	-	-	120,268
B0127	ZEZ Phase 1 Feasibility	141,000	-	-	141,000	-	141,000	-	-	-	141,000
E3568	Leisure Centre LED Lighting Feasibility	-	33,000	-	33,000	-	33,000	-	-	-	33,000
Environmental Sustainability Projects Total		146,215	689,880	-	836,095	7,403	828,693	-	-	-	836,095
Chief Executive Total		146,215	689,880	-	836,095	7,403	828,693	-	-	-	836,095
General Fund Total		116,970,650	8,032,421	(958,347)	124,044,724	13,525,143	110,519,582	(41,211,923)	(41,222,114)	(554,992)	82,832,801
Housing Revenue Account Capital Programme			14,535,472								
HRA - Property Services Schemes											
N6384	Tower Blocks	-	731,470	-	731,470	80,738	650,732	-	-	-	731,470
N6385	Adaptations for disabled	1,156,000	-	-	1,156,000	348,689	807,311	44,000	44,000	-	1,200,000
N6386	Structural	1,750,000	299,204	-	2,049,204	480,797	1,568,407	(49,204)	(49,204)	-	2,000,000
N6387	Controlled Entry	407,522	25,439	-	432,961	17,305	415,655	(132,961)	(132,961)	-	300,000
N6388	Major Voids	560,000	(37,538)	-	522,462	65,308	457,154	177,538	177,538	-	700,000
N6389	Damp-proof works (K&B)	75,000	28,156	-	103,156	(10,166)	113,322	396,844	396,844	-	500,000
N6390	Kitchens & Bathrooms	1,450,000	-	-	1,673,681	110,085	1,563,596	-	-	-	1,673,681
N7057	Kitchens	-	210,419	-	(0)	(0)	(0)	0	0	-	0
N7058	Bathrooms	-	13,262	-	(0)	0	(1)	0	0	-	0
N6391	Heating	2,393,000	-	-	2,500,710	286,905	2,213,805	-	-	-	2,500,710
N7031	Homes at Barton	-	-	-	-	-	-	-	-	-	0
N7059	Boilers Only	-	268,903	-	(0)	0	(1)	0	0	-	0
N7060	Heating Systems	-	(161,193)	-	0	0	0	-	-	-	0
N6392	Roofing	700,000	99,209	-	799,209	18,745	780,464	(99,209)	(99,209)	-	700,000
N6395	Electrics	723,000	275,973	-	998,973	255,426	743,546	63,353	63,353	-	1,062,326
N6434	Doors and Windows	500,000	191,955	-	691,955	170,250	521,705	(955)	(955)	-	691,000
N7020	Extensions & Major Adaptions	1,345,892	(120,453)	-	1,225,439	55,521	1,169,919	(825,439)	(825,439)	-	400,000

KPIS's as at end of June 2023

Appendix D

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Measure ID	Short Name	Owner	Year End target	Target	Actual	Comments
BIC018	% Staff from minority ethnic groups	Helen Bishop	15	14.6	14.60	
BIC022	% increase of online forms completed and submitted for Housing, Revenues and Benefits only	Helen Bishop	5	5	0	Early indications show that online forms for these areas are circa 10,500 for the first 4 months of the year, and if this continues the full year effect would be 31,500 - an increase on the baseline of 17%. These figures are under constant review as we move to new forms software, and continue to develop our forms and portals for revenues, benefits and housing enquiries.
BIC024	% reduction call volume into Customer Contact Centre for Housing, Revenues and Benefits only	Mark Chandler	5	5	5.50%	To date we have received 33527 calls this year (Apr-Jun) compared to 35470 calls for the same period last year so currently on target for 5% call reduction
BIC025	% reduction of number of face to face enquiries for Housing, Revenues and Benefits only	Helen Bishop	5	5	+22.4%	We have had 1114 visits this year (Apr-Jun) compared to 864 for the same period last year so well off target at present. Housing Needs queries continue to be high in relation to applications and chases due to the backlog, council tax also impacting due to reminder letters and 4000 single person discount entitlement letters going out in June
CSC004a	Number of people supported into work placements, apprenticeships, training, or back into employment leading to high growth jobs in the city	Carolyn Ploszynski, Ian Brooke	90	TBC		KPI under review
CSC004b	The percentage who are from deprived areas or ethnic minority backgrounds	Carolyn Ploszynski, Ian Brooke	Tracking	TBC		KPI under review
CSC009	Satisfaction with parks and green spaces	Ian Brooke	91	91	93	
CSC012	Physically active adults	Ian Brooke	76	76	68.4	Based off the Active Lives data.
FSC002	Council spend with SMEs (excluding ODS and OCHL)	Nigel Kennedy	45	45	70.15%	Above Target
FSC003	Council spend with local businesses (excluding ODS and OCHL)	Nigel Kennedy	40	40	32.61%	We have a high level of spend with ODSL which is excluded from the OCC local figures. This would increase the OCC percentage significantly, however to avoid duplicate reporting ODSL report their local spend separately and both figures should be considered together.
FSC019a	Total income collection as % of plan (Council Tax)	Nigel Kennedy	96.5	29.5	29.94	Council Tax payments show above target, but they are still an area of concern, we are working hard to apply student exemptions to a number of accounts, and we are in discussion with housing as the Tax due for the vacant period on their stock has yet to be paid.

FSC019b	Total income collection as % of plan (Business Rates)	Nigel Kennedy	95	27.5	27.16	Collection for Business Rates is below the profiled monthly target. Business Rates is down by 3%. Work is underway with the Universities and the Commercial Rent team to have their accounts paid up to date. Further payments from a centralised process for schools is due to be allocated in July (change to the payment method from 2023 under new guidance) which has also affected the profiling of the monthly target.
FSC020	Discretionary funding won by the Council	Anna Winship, Nigel Kennedy	Tracking indicator	n/a	£2.426m	£1.3 m youth investment funding, local authority housing fund (LAHF) £1.1 m for 6 new homes for Ukrainian and Afghan refugee families £26k biodiversity net gain (DEFRA)
FSC021	Efficiencies delivered against plan	Anna Winship, Nigel Kennedy	1969000	TBC	£332k	on target - however we are aware of some of the saving that may be at risk, further work to be done ready for Q1 reporting
HPC005	Total number of affordable homes in Oxford completed in year	Nerys Parry	NA	NA	40	The Council has a corporate target of completing 1,600 affordable homes, across all tenures, for the next four financial years (23/24 - 26/27). Due to slippage the forecast is currently slightly below target with a programme of 1,549 homes to be delivered over this period. Work is ongoing to secure further opportunities and acquisitions to bring the programme back in line with the target. 40 affordable homes have been delivered in the first quarter of this year with an additional 155 homes forthcoming in 2023/24.
HSC023	Number of rough sleepers without an offer of accommodation	Nerys Parry	30	30	24	We are pleased to report that at the end of the first quarter we were below the target of 30 rough sleepers without an offer of accommodation. At the end of June our nightly rough sleeping estimate was 28, meaning that 4 individuals had an offer of accommodation but continued to sleep out. This is a significant reduction from our May estimate (44 rough sleepers, 41 without an offer) and is a reflection of the excellent work that has taken place in June to get people off the street and accommodated. We had 20 people in 'Off the street' accommodation (SSTS and TA) at the end of the quarter and 16 people had moved in to medium to long-term accommodation across the course of the month. This included 2 new Housing First tenancies. It is also worth noting that some of the reduction in rough sleeper numbers is due to the fact that we are no longer seeing the large Romanian cohort bedded down in the City Centre. The outreach service will occasionally see them around town during the day, but they have not been at any of their bedded down sites for nearly a month now.
REC001	Jobs in the city created or saved by OCC	Carolyn Ploszynski	1000	n/a		KPI under review
REC002	Number of Oxford Living Wage employers and employees	Carolyn Ploszynski	90	TBC		KPI under review
RSC006	% of privately rented homes improved	Ian Wright	65	60	77	In Q1 - 160 properties were visited for compliance and HHSRS assessments of these 119 were compliant / improved.

To: Cabinet
Date: 13 September 2023
Report of: Head of Financial Services
Title of Report: Treasury Management Annual Report 2022/23

Summary and Recommendations	
Purpose of report:	The report sets out the Council's Treasury Management activity and performance for the financial year 2022/23
Key decision:	No
Executive Board Member:	Councillor Ed Turner, Deputy Leader (Statutory) - Finance and Asset Management
Corporate Priority:	All
Policy Framework:	Treasury Management Strategy

Recommendations: That Cabinet resolves to:

1. **Note** the report.

Appendices

Appendix 1 (Confidential) Fund Investment
Appendix 2 Risk Register

Executive Summary

1. The Council held investments of £73.125 million as at 31st March 2023. Net interest earned during the year, including from loans to companies and external borrowing, was £6.25 million against a target of £4.80 million, a favourable variance of £1.45 million. This relates to three factors:
 - Borrowing costs lower by £0.36 million due to long term borrowing on the General Fund not being required, following slippage in the capital programme including lower loan requirements from the Housing Companies;
 - Higher investment income by £1.37 million due to the combination of more funds available to invest, arising from lower internal borrowing than anticipated and higher interest rates during the year than originally forecast; and
 - Lower interest received from companies by £0.28 million in interest received from companies, primarily the Housing Company, due to reduction in loans

required because of reduced development activity, partly offset by interest on loans to Low Carbon Hub in respect of Ray Valley Solar Farm.

2. The average rate of return on the Council's investments in 2022/23 was 3.77% compared to 0.82% in 2021/22. The Bank of England base Rate increased steadily throughout 2022/23, starting at 0.75% and finishing at 4.25%.
3. The Council held £198.5 million of fixed rate Public Works Loan Board (PWLB) debt as at 31st March 2023. The debt was originally borrowed in March 2012 to fund the self-financing of the Housing Revenue Account (HRA) with one of the loans that had matured being replaced on 28th March 2022. All of the debt relates to housing and the maturity profile ranges from 5 to 50 years. Interest paid on the debt in 2020/21 and charged to the HRA was £6.40 million.

Background

4. The primary principle governing the Council's investment decisions is the security of the investment, with liquidity and yield being secondary considerations.
5. The Council has a statutory duty to set, monitor and report on its prudential indicators in accordance with the Prudential Code, which aims to ensure that the capital investment plans of local authorities are affordable, prudent and sustainable.
6. When considering whether to borrow, the Council's Debt Strategy requires a number of factors to be considered. These include:
 - prevailing interest rates;
 - the profile of the Council's debt portfolio;
 - the type of asset being financed; and
 - the availability of cash balances to finance capital expenditure.
7. The Council fully complied with its Treasury Management Strategy in relation to both debt and investment management in 2022/23.
8. The prudential indicators detailed in the body of this report compare the Council's outturn position against the target set for 2022/23.

Financing the Capital Programme 2022/23

9. Table 1 below shows actual capital expenditure and expected financing compared to the original budget.

Table 1 Capital Expenditure and Financing 2022-23			
Capital Expenditure	2022/23 Original Budget £'000	2022/23 Actual £'000	Variation £'000
Non-HRA Capital Expenditure	98,137	29,335	-68,802
HRA Capital Expenditure	112,457	45,563	-66,894
Total Capital Expenditure	210,594	74,898	-135,696
Resourced by:			
Developer Contributions	11,398	2,247	-9,151
Capital Grants and contributions	34,500	6,388	-28,112
Capital Receipts	31,278	10,361	-20,917
Revenue	418	6,719	6,301
Major Repairs Reserve	9,412	6,610	-2,802
Prudential Borrowing	123,588	42,573	-81,015
Total Capital Resources	210,594	74,898	-135,696

10. Much of the variation to the original budget relates to slippage in the programme, the resources for which will be moved into funding the expenditure in future financial years.

The Council's Overall Borrowing Need

11. The Council's underlying need to borrow, or Capital Financing Requirement (CFR), is the measurement and control of the Council's overall debt position. It represents all prior years' net capital expenditure which has not been financed by other means, i.e. revenue, capital receipts, grants etc.

12. The CFR can be reduced by:

- The application of additional capital resources, such as unapplied capital receipts;
- Repayment of debt financed by borrowing; or
- Charging a Minimum Revenue Provision (MRP), or a Voluntary Revenue Provision (VRP).

13. Table 2 below shows the Council's CFR as at the 31st March 2023, this is a key prudential indicator, and shows that actual borrowing is below the CFR:

Table 2 Capital Financing Requirement (CFR) 2021-22 and 2022-23			
CFR	31st March 2023 Estimate £'000	31st March 2023 Actual £'000	Variation £'000
Opening Balance	359,948	295,308	-64,640
Prudential Borrowing	123,588	42,573	-81,015
Repayment of debt	-23,195	-3,161	20,034
Minimum Revenue Provision	-254	-38	216
CFR Closing Balance	460,087	334,682	-125,405
External Borrowing	198,528	198,528	0
Internal Borrowing	261,559	136,154	-125,405

14. No new external debt was taken out during 2022/23 and as at 31st March 2023 the Council's total external debt remains at £198.5 million, all in relation to HRA. This is below the CFR and indicates that the Council continues to internally borrow from its cash balances which is the cheapest form of borrowing.

Treasury Position at 31st March 2023

15. Whilst the Council's gauge of its underlying need to borrow is the CFR, the treasury function manages the Council's actual need to borrow by either:

- Borrowing to the CFR;
- Choosing to utilise temporary cash flow funds, instead of borrowing (known as "under borrowing"); or
- Borrowing for future increases in the CFR (borrowing in advance of need)

16. The Council's treasury position as at the 31st March 2023 for both debt and investments, compared with the previous year is set out in Table 3 below:

Table 3 : Borrowing and Investments 2021-22 and 2022-23				
Treasury Position	31st March 2022		31st March 2023	
	Principal £'000	Average Rate %	Principal £'000	Average Rate %
Borrowing				
Fixed Interest Rate Debt	198,528	3.23	198,528	3.09
Total Debt	198,528	3.23	198,528	3.09
Investments				
Fixed Interest Investments	48,000	0.48	43,000	3.50
Call Accounts	7,500	0.90	0	0.00
Variable Interest Investments	8,940	0.01	10,125	4.09
Property Funds	15,000	3.54	20,000	3.54
Total Investments	79,440	1.01	73,125	3.71
Net Position	119,088		125,403	

17. Overall, the Council earned a weighted average return of 3.77% on its investment which is above the target of 0.2% above average base rate, which equated to 2.40% as at 31st March 2023.

Prudential Indicators and Compliance Issues

18. Some of the prudential indicators provide an overview, others a specific limit on treasury activity. These are detailed below:

19. **Net Borrowing and the CFR** – In order to ensure that borrowing levels are prudent, the Council's external borrowing (net of investments) over the medium-term must only be for a capital purpose, and not exceed the CFR except in the short-term. In the short term the Council can borrow for cash flow purposes. Table 4 below highlights the Council's net borrowing position against the CFR, and shows that it is significantly below the limit, due to the level of internal borrowing that has been undertaken.

Table 4 : Net Borrowing CFR 2021-22 and 2022-23		
Net Borrowing & CFR	31st March 2022	31st March 2023
	Actual	Actual
	£'000	£'000
Total Debt	198,528	198,528
Total Investment	112,053	73,125
Net Borrowing Position	86,475	125,403
CFR	295,308	334,682
Under Borrowing plus Investments	208,833	209,279

20. In the current climate, internal borrowing is preferable to borrowing externally as the interest rate payable on an external loan is much higher than that which can be earned on investments. Therefore, forfeiting interest receivable on investments is more economical than paying additional interest charges for new external debt. If the net borrowing position, interest rate position and/or CFR changed significantly, the prospect of taking on additional debt would be reviewed.

21. **The Authorised Limit** – The Authorised Limit is the ‘affordable borrowing limit’ required by section 3 of the Local Government Act 2003. The Council does not have the power to borrow above this level unless it explicitly agrees to do so. Table 5 below demonstrates that during 2022/23 the Council's gross borrowing was within its Authorised Limit. The Authorised Limit allows for some headroom above the Council's projected CFR.

Table 5 : Authorised Lending Limits 2021-22 and 2022-23				
Authorised Limit compared to Actual Borrowing	31st March 2022		31st March 2023	
	Limit	Actual	Limit	Actual
	£'000	£'000	£'000	£'000
Borrowing	662,122	198,528	662,122	198,528
Other Long Term Liabilities	0	0	0	0
Total Borrowed	662,122	198,528	662,122	198,528
Amount under Limit	463,594		463,594	

22. **The Operational Boundary Limit** – the Operational Boundary Limit is the expected borrowing position of the Council during the year. It is possible to exceed the Operational Boundary Limit, for a short period of time, providing that the Authorised Borrowing Limit is not breached. Table 6 below shows the limits for the last two financial years. Actual borrowing remained unchanged at £198.5m hence the limits were not breached during either period.

Table 6 : Operational Boundary Limits 2021-22 and 2022-23		
Operational Boundaries	31st March 2022 £'000	31st March 2023 £'000
Operational Borrowing Limit	423,525	525,924
Other Long Term Liabilities	0	0
Totals	423,525	525,924

Investment Income

23. High inflation has put pressure on the Bank of England to increase the interest rate to reduce the rate of inflation. It's predicted that the rate will rise to a peak of around 5.5% later in 2023 before falling back in 2024. The Council manages its investments in-house and invests with institutions listed in the Council's approved counterparty list. The Council invests for a range of periods from overnight to 364 days, dependant on cash flow requirements, its view on interest rates and duration limits set out in the Council's Investment Strategy.
24. During 2022/23, the Council maintained an average investment balance of £103 million and received an average return of 3.77%. The upper limit of non-specified investments allowed in the strategy is 25% of the average investment balance for the preceding calendar year. The average balance for 2021/22 was £101 million giving a limit on non-specified investments of £30.3 million (being the higher of 30% of the previous calendar year's average investment portfolio and £30 million). Property funds and Multi Asset Funds fall into the non-specified investment category; their original investment value was £20 million which is within the non-specified limit at 19.8% of the average investment balance.
25. The property funds and the Multi asset Funds are classified as Non-specified Investments within the approved Investment Strategy. The current rate of return on the investments is circa 3.54% per annum.
26. The capital value of the Communities, Churches and Local Authorities (CCLA) Fund has increased by 22.34% between April 2013 and March 2023. The overall value of the Lothbury property fund investment has increased by 2.37% as at 31st March 2023 since its inception in August 2014. It is important to understand that fluctuations in value are to be expected with property fund investments over the short term and that they are a long term investment; as such, any gains and losses in fund value should be considered over the long term. More information about the current position can be found in the confidential appendix to this report.
27. Two Multi Asset Funds each for the amount of £5m are held with two fund managers, Fidelity and Artemis. The value as at 31-3-2023 was £4.1 million and £4.8 million respectively. The position on both continues to fluctuate. As with the property funds any gains or losses should be considered over the long term. Investment losses currently are approximately 10.1% and since inception the total of the funds has outstripped bank interest over the same period by 2.1%.
28. Fund managers are reporting that the funds continue to deliver stable income in line with objectives. Yields across asset classes have risen materially and have been incorporating yield-additive trade rotations in the fund, which will remain the focus over the coming months. The funds are well positioned to continue to deliver objectives of a stable yield of around 4-6% per annum over a market cycle. The

funds have generated positive returns year to date, with April strengthening these gains. Returns also remain positive over 6 months and continue to make progress on recovering from last year's challenging market conditions.

29. Actual treasury investment income for 2022/23 was £2.51 million; £1.37m Higher than the estimate of £1.14 million. The difference is mainly due to slippage in the capital programme and higher interest rate rises than anticipated.
30. Fluctuations in the Council's balances have been managed through a mix of instant access and notice accounts, money market funds and short term deposits (up to 364 days). This approach is in line with the Investment Strategy approved by the Council.

Other Loans

31. The Council currently have non treasury loans to Oxplace of £45.3m with an average interest rate of 4% per annum and £12.7 million to Oxwed LLP with an interest rate of 6.5% per annum which has unpaid accrued interest of £5.9 million also 2 loans with the Low Carbon Hub with total interest £2m at 2.85% per Annum and £2m at 1.45 per Annum.

Interest Rates since 31st March 2022

32. The Council takes advice from Link Asset Services on the appropriate durations to place investments with counterparties. These durations and also the availability of individual counterparties are subject to change dependant on market conditions and the credit ratings of the individual institutions. This means that the investment portfolio has to be actively managed to ensure both the availability of enough suitable counterparties and that the Council achieves the best interest rates possible within the agreed security and liquidity parameters. The contract for treasury advisors is currently going through a procurement process.
33. The economy has seen inflationary pressures which are remaining despite interest rate rises. Over the period there has been the easing of Covid restrictions in most developed economies, the Russian invasion of Ukraine, and implications on energy, food and raw materials supply putting inflationary pressures into the economy. UK interest rates have been volatile across all investment and borrowing durations, from bank rate through to 50-year gilt yields, for all of 2022/23, with the bank rate increasing steadily throughout 2022/23, starting at 0.75% and finishing at 4.25%.
34. The Council continues to use money market funds and instant access accounts for liquidity purposes, whilst seeking to maximise its returns by arranging longer term deposits where possible. As the interest rate has risen very quickly it may take several months for the council to take advantage of the increased rates due as it waits for previous investments to mature. In order to achieve this position, it is vital to maintain a robust cash-flow model which is continuously reviewed and updated. The council holds £10 million investments in property funds and £10 million in Multi asset funds. The overall capital value of the funds have fallen due to the pressures on the gilt and bond market; these are seen as long term investments and fluctuations over time are to be expected. Dividends from the funds were still paid and are now back at the return levels of previous years.

Environmental Social and Governance (ESG)

35. The Council adopted an ethical investment policy in 2015/16. No changes were made to the policy in setting the 2022/23 Treasury Management Strategy which is set out below:

The Council will not knowingly invest directly in businesses whose activities and practices pose a risk of serious harm to individuals or groups, or whose activities are inconsistent with the Council's mission and values. This would include, inter alia, avoiding direct investment in institutions with material links to:

- a. Human rights abuse (e.g. child labour, political oppression)
 - b. Environmentally harmful activities (e.g. pollutants, destruction of habitat, fossil fuels)
 - c. Socially harmful activities (e.g. tobacco, gambling)
36. The council will look to invest in green deposits where possible when funds become available and has recently invested in a sustainable fixed term deposit from Standard Chartered.
37. The Council set a separate Environmental Social and Governance policy within the 2022/23 Treasury Strategy which was then updated in the 2023/24 Treasury Strategy. Environmental, Social, and Governance (ESG) criteria are a set of measures of a company's operations that socially conscious investors can use to inform potential investments. Environmental criteria consider how a company performs as a steward of nature. Social criteria examine how it manages relationships with employees, suppliers, customers, and the communities where it operates. Governance deals with a company's leadership, executive pay, audits, internal controls, and shareholder rights. Due to the number of different agencies producing ESG data, which are not comparable between the agencies because of the different methodologies used, the Council is limited on how this information can be used to inform investment decisions. Due to the focus that has to be placed on the treasury management principles of Security, Liquidity and Yield, caution needs to be applied in order to not restrict the number of counterparties that the Council can invest in such that there is no remaining capacity for further investments or so that the level of interest income is not significantly affected which would cause unexpected financial pressure on the Council. However the Council does monitor the activities of its various counterparties and questions and challenges them on their ESG credentials at any meeting held with them.

Financial implications

38. These are set out within the body of the report.

Legal Issues

39. The Council is required by regulations issued under the Local Government Act 2003 to produce an annual treasury management review of activities and the actual prudential and treasury indicators for 2022/23. This report meets the requirements of both the CIPFA Code of Practice on Treasury Management, (the Code), and the CIPFA Prudential Code for Capital Finance in Local Authorities, (the Prudential Code).

Level of risk

40. The key risk going forward is around uncertainty caused by interest rate rises from the Bank of England. These are being driven by the overall economic position both at the national and the global level. Arguably some of the inflationary pressures will remain despite the interest rate rises which could lead the Bank of England to raise rates more. There are also concerns that the Bank of England may have raised rates too quickly – not allowing time for the effect of the increases to take effect before raising rates again – which could lead to a recession. Equally it is uncertain how long interest rates will remain high before coming back down. This gives uncertainty around both investment and borrowing decisions. Risk assessment and management is a key part of Treasury Management activity, especially in the selection of counterparties when investment is being considered and in the timing and duration of any borrowing being planned. The Council uses external advisors and counterparty credit ratings issued by the rating agencies to assist in this process.

Equalities impact

41. The Council follows an ethical investment policy, investment interest helps provide council services, which has a beneficial equalities impact.

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Background Papers: None

By virtue of paragraph(s) 3 of Part 1 of Schedule 12A
of the Local Government Act 1972.

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Appendix 2 - Risk Register

As at: July 2023

Ref	Title	Risk			Date Raised	Owner	Risk Rating						Control description	Controls				
		Risk description	Opp/ threat	Cause			Consequence	Gross		Current		Residual		Due date	Status	Progress	Action Owner	
							I	P	I	P	I	P						
TR1	Borrowing	Borrowing rates increase	T	Bank of England Base Rate rises	Cost of borrowing increases. Whilst this does directly affect the council in the short term, it will in the medium term as external loans are forecast to be taken out to fund the councils capital programme.	1-4-202	Bill Lewis/ Paul Jeffery	3	3	3	3	3	3	The council currently has £198million of borrowing all for HRA purposes. Short term loans will be taken out to mitigate in expectation that loan rates reduce in the medium term	Ongoing	Ongoing	100%	Bill Lewis/ Paul Jeffery
TR2	Investments	Reduction/ loss in capital value if value of investment falls	T	Value of investments falls	Potential loss of investment capital	1-4-202	Bill Lewis/ Paul Jeffery	5	3	5	3	5	2	Most investments undertaken by the Council are placed with UK Banks offering the highest investment rating as monitored by the Councils Treasury advisors with fixed interest rates. Non specified investment carry higher risk although increased return. Regular meetings are held with the counterparties to track progress of such funds.	Ongoing	Ongoing	100%	Bill Lewis/ Paul Jeffery
TR3	Investments	Loss of cash if investment cash sent to wrong counterparty	T	Break down in internal control	If cash is sent to wrong counterparty then could cause issues with recovery	1-4-2022	Bill Lewis/ Paul Jeffery	5	2	5	2	5	2	The placing of monies with a counterparty requires a separation of duties by staff within Finance. Whilst the risk is minimal the implication is high.	Ongoing	Ongoing	100%	Bill Lewis/ Paul Jeffery

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To: Finance and Performance Panel
Date: 06 September 2023
Report of: Head of Law and Governance
Title of Report: Scrutiny Performance Monitoring

Summary and recommendations	
Purpose of report:	To support the Finance and Performance Panel in selecting the Key Performance Indicators (KPIs) it wishes to monitor over the 2023/24 municipal year.
Key decision:	No
Scrutiny Lead Member	Councillor James Fry, Chair of the Finance and Performance Panel
Corporate Priority:	All
Policy Framework:	Council Strategy 2020-24
Recommendation(s): That the Finance and Performance Panel resolves to:	
<ol style="list-style-type: none"> 1. Note and comment on the end of year performance report for KPIs selected by the Finance and Performance Panel in the 2022/23 municipal year. 2. Note and comment on the Q1 2023/24 performance report for KPIs selected by the Finance and Performance Panel in the 2022/23 municipal year. 3. Agree to have Scrutiny Performance Monitoring as a standing item on the Finance and Performance Panel agenda, where written questions or invitations to relevant officers to attend the next meeting can be agreed, and previous written responses considered. 4. Agree to continue monitoring the KPIs selected in 2022/23, or agree any amendments for 2023/24 as required. 	

Appendices	
Appendix A	Scrutiny-selected KPIs End of Year Report 2022/23
Appendix B	Scrutiny-selected KPIs Q1 Report 2023/24

Introduction and background

1. At its meeting of 07 June 2023 the Scrutiny Committee agreed to establish the Finance and Performance Panel for the 2023/24 municipal year. The remit agreed

was 'finance and budgetary issues and decisions, annual review of the Council's budget, quarterly monitoring of finance and performance (including performance of the Council's companies)'.

2. Each quarter an Integrated Performance Report goes to Cabinet setting out finance, risk and performance of the Council. Where the timings of these reports and the meetings of the Finance and Performance Panel coincide, the reports are usually considered by the Panel.
3. In addition to consideration of Integrated Performance Reports, the Scrutiny function has historically selected a number of specific KPIs to monitor in order to fulfil its performance monitoring remit.
4. The Finance and Performance Panel selected 27 KPIs to monitor in the 2022/23 municipal year. During the 2022/23 municipal year, the Panel agreed to remove KPI BIC022 from the list of KPIs which it monitored going forward. The remaining 26 KPIs have been included in an end of year performance report at Appendix A which the Panel is recommended to note and comment on accordingly.
5. In addition, a Q1 report for 2023/24 has been prepared based on the KPIs selected in the 2022/23 municipal year. This is included at Appendix B and it is recommended that the Panel notes and comments on the report accordingly.

Managing Performance Monitoring at the Finance and Performance Panel

6. In order to improve the level of performance monitoring while also ensuring effective use of resource, the Panel has previously agreed to include Scrutiny Performance Monitoring as a standing item on the Finance and Performance Panel agenda – however not presented by an officer. Instead, the Finance and Performance Panel has considered the report and where issues have been identified or more information is requested, the Panel has agreed to submit questions for a written response at the next meeting or invited the relevant officer(s) to the next meeting to answer questions. It is recommended that this approach be agreed by the Finance and Performance Panel for the 2023/24 municipal year.

Selecting KPIs

7. Performance reports to the Finance and Performance Panel typically set out the target for the period that has passed, with performance against that target which is RAG-rated. A short commentary on the performance to date is also included.
8. It is recommended that the Finance and Performance Panel agrees to continue monitoring the KPIs selected in 2022/23, or agrees any amendments for 2023/24 as required.

Legal issues

9. The Scrutiny Committee has agreed that the remit of the Finance and Performance Panel includes performance monitoring. Whilst consideration of the Council's Integrated Performance Reports would fulfil its remit, this is an opportunity for the Finance and Performance Panel to exercise its independence in specifically identifying the areas it feels are necessary to consider outside of Cabinet reports alone.

Financial issues

10. There are no financial issues to consider in relation to this report.

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Background Papers: None

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Finance & Performance Scrutiny Panel – KPI Performance report 2022/23

Measure	Name	Owner	Result 2021/22	2022/23 Target	March 23 Actual	Comments
BI038	Percentage of staff turnover for the whole organisation	Helen Bishop	12.02%		7.31%	
CH001	Days lost to sickness	Gail Malkin	7.15	7	6.45	
57 CS003	Customers calls answered on the council's main telephone service lines without hanging up	Mark Chandler	89.85%	93%	88.5%	<p>A very challenging month in March where we were only able to achieve an 86.7% answered call rate with an average wait time of 196 seconds. March clearly saw the highest call volume this year with 19,683 calls received which was 2,708 more calls than our monthly average volume and 352 more calls than March 2022. As expected Council Tax saw the highest volume of calls received at 5367 (905 more calls than March 2022) with increased calls generated after the bills went out as well as 1472 council tax reminders being sent out generating calls. We also saw the highest volume of calls this year across Benefits (1309) and Business Rates (327) and the 2nd highest this year in Rents (1160). Housing Needs calls were also the highest this year in March with 1370 received as customers continued to chase housing applications due to the backlogs in processing. Repairs calls also remained relatively high with 3581 received (129 more than the monthly average) as postcards encouraging residents to phone in to report damp and mould in their properties were sent out throughout the month. The last week of March was additionally challenging as the staff conference took place so our resources were significantly reduced and we struggled to manage the call demand.</p> <p>We have finished the year on 88.5% answered call rate so well below our 93% target but we have been impacted significantly this year with a marked increase in revs/bens calls with 12,260 more</p>

Measure	Name	Owner	Result 2021/22	2022/23 Target	March 23 Actual	Comments
						calls received across council tax, rents and benefits this year compared to last. There are a combination of reasons for this including the Council having to manage the payment of the £150 energy rebate, recovery action returning after a break due to the pandemic and a large backlog of items outstanding to action in the revs/bens Teams all of which have generated an increase in call demand for the Contact Centre"
BI001a	The Percentage of Council spend with local business (excluding ODS and OCHL)	Annette Osborne	45.10%	45%	39.5%	OCC has fallen short of the end of year target by 6.5% although in March exceeded the target of 45%. This percentage may need adjusting for next year. This figure excludes spend with ODS, which represents a large amount of the Council overall spend. If ODS are added to the figures Local spend increases to 75% for the year.
BI001b 58	The Percentage of ODS spend with local business	Nicky Atkin	63.50%	60	65.12	
BI001c	The Percentage of OCHL spend with local business	Annette Osborne	4.75%	10%	75.41%	Year-end average is 12%.
BV008	Percentage of invoices paid on time for OCC	Anna Winship	90.99%	95%	96.10%	
CS002	Time to process changes in circumstances	Laura Bessell	20 days	15 days	29 days	Still recovering from backlog due to migration but SOP is improving.
CS005	Time to process new benefits claims	Laura Bessell	51 days	15 days	38 days	Still recovering from backlog due to system migration.
FN008	Investment return above base rate	Bill Lewis	0.0147%	0.002%	-0.01%	The majority Council funds are invested over a set term at the interest rates that are prevalent at the time. When interest rates rise, the interest received on investments tends to lag behind the base rate and when interest rates fall, the converse tends to be true.

Measure	Name	Owner	Result 2021/22	2022/23 Target	March 23 Actual	Comments
						Therefore it is expected in a rising interest rate market, returns will be lower than the current interest rate.
FN034	Trading Income	Scott Warner	£164,272	£200,000	£262,831	Target exceeded. Figure includes accruals to be invoiced in April 2023.
FN036	Fraud Losses Prevented	Scott Warner	£5,799,356	£2,000,000	£4,030,757	Target doubled
FN052	Percentage of Council spend with SME's	Annette Osborne	53.97%	35	26.68	OCC has fallen short of the end of year target by 4% - this figure includes payments to ODS and OCHL. Neither can be classed as an SME however a great deal of the spend from ODS is spent with SME's and this is reflected in the increase of SME spend when ODS and OCHL are excluded (FN052a) – the % figure increases to 62.66%.
5 6 FSC019a	Total income collection as % of plan (Council Tax)	Nigel Kennedy	94.52%	96.5	94.34%	
FSC019b	Total income collection as % of plan (Business Rates)	Nigel Kennedy	89.74%	95%	95.07%	
FSC020	Discretionary funding won by the Council	Anna Winship, Nigel Kennedy	£7,023,745	Tracking Indicator		
LG006	Percentage of missed Data Subject Action Request deadlines	Grace Wigham	0%	5	0	
REC002	Number of Oxford Living Wage employers and employees	Carolyn Ploszynski	67%	90		

Measure	Name	Owner	Result 2021/22	2022/23 Target	March 23 Actual	Comments
PSC022	Provide a quarterly update on the five year housing delivery supply	Rachel Williams	567	567	400	This KPI depends upon us managing quarterly monitoring however we are always a quarter behind because of the way the team manage the monitoring process. Our latest data indicates 316 new build only completions between April – December 2022. We also have anticipated minor application completions within the same period which total 84. Thus the cumulative total is 400 to the end of December 2022.
CPC017	Oxford residents' satisfaction with City Council services	Mish Tullar	No data available	Tracking Indicator	TBC	Baseline survey to take place in July 2023.
CSC012	Physically active adults	Ian Brooke	82.90%	76	74.4	As per the most recent Active Lives survey results.
RS005	Number of cases in the private rented sector, where homelessness prevented following intervention by the Tenancy Relations Officer	Ian Wright	165	120	163	
HSCO23	Number of rough sleepers without an offer of accommodation	Nerys Parry	30	30	34	There was an increase in the number of people newly rough sleeping in March in excess of the capacity in the Somewhere Safe to Stay service and other forms of supported accommodation. The council has the opportunity to bid for additional funding from the government's Rough Sleeping Initiative which will allow additional provisions to be made available in Q1 of 23/24. Of the 34, 10 individuals have no recourse to public funds meaning that we as a local authority are not permitted to offer accommodation. We can, and do, offer support that enables the individuals to regularise their immigration status but this cohort is currently unwilling to engage with the support that is offered.

Measure	Name	Owner	Result 2021/22	2022/23 Target	March 23 Actual	Comments
HSC014	Percentage of council owned stock that has an EPC below C	Nerys Parry	32	38%	23.59%	Funding for SHDF wave 2.1 has now been secured and will be used to deliver improvements to a further 316 EPC below C properties over the next 2 years.
61 HP011	Households in temporary accommodation	Nerys Parry	110	95	117	We have continued to see pressure on our temporary accommodation (t/a) throughout the financial year. In particular, we saw more households coming to us when already homeless towards the latter part of 2022. We have seen a very busy quarter - we carried out 161 Initial Assessments for households under the Homelessness Reduction Act. 74 (46%) of those households were owed a Relief Duty. This can be compared to earlier in the year, when in Q1 we carried out a total of 75 HRA IA and where 31 of these were owed a Relief Duty. In Q3 we carried out 113 Initial Assessment and owed a Relief Duty to 66 of those households. A total of 65 households were placed in t/a in Q4, compared to 68 in Q3. A focussed effort has been made in Housing Needs to contain the numbers in t/a by focussing on prevention in order to avoid placements. This has resulted in the number of households in t/a being broadly flat, with a peak in January of 125. At a recent visit by DLUHC, they commented that our stable number of households in t/a is very positive. The trend in the South East is a rapid increase in t/a numbers. This regional and national trend highlights that there is significant risk that we will also see increasing pressure on t/a in Oxford in the near future.
BIC018	% of BAME staff	Helen Bishop	14.46%	TBC	14.41%	

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Finance & Performance Scrutiny Panel – KPI Performance report June 2023

Measure	Name	Owner	2023/24 Target	June 23 Target	June 23 Actual	Comments
BI038	Percentage of staff turnover for the whole organisation	Helen Bishop			8.72%	
CH001	Days lost to sickness	Gail Malkin	6.5 days	6.5 days	5.98 days	
CS003	Customers calls answered on the council's main telephone service lines without hanging up	Mark Chandler	93%	93%	87.8%	In June we saw an increase in overall call volume of 883 calls compared to May. Council tax calls increased substantially towards the end of the month as we saw the impact of over 4000 single person discount letters that were sent out generating query calls. We also saw substantial increases in missed bin calls as we were advised by ODS that they were unable to collect some bins over a 2 week period. We added a message to the telephone system asking residents to leave their bins out. Holiday was high with 950 hours taken as we start to get into the later part of the holiday year. We also lost 193 hours due to sickness. We invested 157 hours to continue our multiskilling program and have now increased the % to 80% multi- skilled officers across all services. We have been 2 heads down due to maternity leave in June which has affected our available resources and had been unable to backfill these posts due to Finance challenging on our forecast overspend. It has now been agreed by Finance that we can go ahead and recruit these posts.
BI001a	The Percentage of Council spend with local business (excluding ODS and OCHL)	Annette Osborne	40%	40%	32.61%	Below target of 40% however this figure excludes ODSL and OCHL - who report local spend independently. No action required at this time.

Measure	Name	Owner	2023/24 Target	June 23 Target	June 23 Actual	Comments
BI001b	The Percentage of ODS spend with local business	Nicky Atkin	55%	55%	45.07%	
BI001c	The Percentage of OCHL spend with local business	Annette Osborne	4.75%	10%	75.41%	Year-end average is 12%.
BV008	Percentage of invoices paid on time for OCC	Anna Winship	95%	95%	14.92%	
CS002	Time to process changes in circumstances	Laura Bessell	15 days	15 days	18 days	Significant improvement, getting closer to 15 day target as we clear the backlog.
CS005	Time to process new benefits claims	Laura Bessell	15 days	15 days	17 days	Significant improvement, getting closer to 15 day target as we deal with more up to date claims.
64 FN008	Investment return above base rate	Bill Lewis	0.001%	0.001%	-0.0123%	The majority Council funds are invested over a set term at the interest rates that are prevalent at the time. When interest rates rise, the interest received on investments tends to lag behind the base rate and when interest rates fall, the converse tends to be true. Therefore it is expected in a rising interest rate market, returns will be lower than the current interest rate.
FN034	Trading Income	Scott Warner	£220,000	£54,999	£30,949	
FN036	Fraud Losses Prevented	Scott Warner	£2200000	£550,000	£341,129	
FN052	Percentage of Council spend with SME's	Annette Osborne	53.97%	35	26.68	OCC has fallen short of the end of year target by 4% - this figure includes payments to ODS and OCHL. Neither can be classed as an SME however a great deal of the spend from ODS is spent with SME's and this is reflected in the increase of SME spend when ODS and OCH are excluded (FN052a) – the % figure increases to 62.66%.

Measure	Name	Owner	2023/24 Target	June 23 Target	June 23 Actual	Comments
FSC019a	Total income collection as % of plan (Council Tax)	Nigel Kennedy	96.5%	29.5%	29.94%	Council Tax payments show above target, but they are still an area of concern, we are working hard to apply student exemptions to a number of accounts, and we are in discussion with housing as the Tax due for the vacant period on their stock has yet to be paid.
FSC019b	Total income collection as % of plan (Business Rates)	Nigel Kennedy	95%	27.5%	27.16%	Collection for Business Rates is below the profiled monthly target. Business Rates is down by 3%. Work is underway with the Universities and the Commercial Rent team to have their accounts paid up to date. Further payments from a centralised process for schools is due to be allocated in July (change to the payment method from 2023 under new guidance) which has also affected the profiling of the monthly target.
FSC020 65	Discretionary funding won by the Council	Anna Winship, Nigel Kennedy	Tracking indicator	n/a	0	No discretionary funding awarded so far this financial year
LG006	Percentage of missed Data Subject Action Request deadlines	Grace Wigham	0%	5	0%	
REC002	Number of Oxford Living Wage employers and employees	Carolyn Ploszynski	90	TBC		KPI Under Review
PSC022	Provide a quarterly update on the five year housing delivery supply	Rachel Williams				
CPC017	Oxford residents' satisfaction with City Council services	Mish Tullar	No data available	Tracking Indicator	TBC	Baseline survey to take place in July 2023.

Measure	Name	Owner	2023/24 Target	June 23 Target	June 23 Actual	Comments
CSC012	Physically active adults	Ian Brooke	76	76	68.4	Based off the Active Lives data.
RS005	Number of cases in the private rented sector, where homelessness prevented following intervention by the Tenancy Relations Officer	Ian Wright	120	30	19	YTD - 55
99 HSC023	Number of rough sleepers without an offer of accommodation	Nerys Parry	30	30	24	We are pleased to report that at the end of the first quarter we were below the target of 30 rough sleepers without an offer of accommodation. At the end of June our nightly rough sleeping estimate was 28, meaning that 4 individuals had an offer of accommodation but continued to sleep out. This is a significant reduction from our May estimate (44 rough sleepers, 41 without an offer) and is a reflection of the excellent work that has taken place in June to get people off the street and accommodated. We had 20 people in 'Off the street' accommodation (SSTS and TA) at the end of the quarter and 16 people had moved in to medium to long-term accommodation across the course of the month. This included 2 new Housing First tenancies. It is also worth noting that some of the reduction in rough sleeper numbers is due to the fact that we are no longer seeing the large Romanian cohort bedded down in the City Centre. The outreach service will occasionally see them around town during the day, but they have not been at any of their bedded down sites for nearly a month now.
HSC014	Percentage of council owned stock that has an EPC below C	Nerys Parry	30%	N/A	N/A	The Council has successfully secured Social Housing Decarbonisation Funding which will target 316 below EPC C properties with Energy Efficiency improvements over the next 2 years improving them to an EPC C.

Measure	Name	Owner	2023/24 Target	June 23 Target	June 23 Actual	Comments
HP011 67	Households in temporary accommodation	Nerys Parry	120	120	140	<p>The last quarter has seen huge demand on homelessness services and temporary accommodation. We continue to focus our efforts on preventing households from becoming homeless to keep TA numbers low, however, as like the last few quarters we are still seeing households approaching us when they are already homeless. Of the 187 initial assessments completed in Q1, 93 (50.5%) of these approaches were from households that were already homeless. This limits our ability to avoid temporary accommodation which is reflected in a sharp increase in placements. A total of 98 households were placed into TA in Q1, this is compared to 65 in Q4 and 63 in Q3 of last year. As highlighted in the previous commentary the increase in demand on TA is being seen across the South East, which is a significant risk to us and due to demand outweighing the supply of TA we are having to place more households into B&B accommodation.</p> <p>We are due to receive a further £420,000 through our Homelessness Prevention Grant in response to the increase pressures local authorities are experiencing, we will utilise this funding this year to fund further front-line officers to support work in prevention and temporary accommodation. We are also considering options with regard to temporary accommodation models.</p>
BIC018	% of BAME staff	Helen Bishop	15	14.6	14.60	

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