



Supplement for

OVERVIEW AND SCRUTINY COMMITTEE - TUESDAY, 21 MARCH 2023

Agenda No	Item
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8.	Council Priority and Service Performance Report 2022-23 Q3 (30 minutes) 3 - 34
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Purpose

To provide an update on progress on the Council's priorities and service performance

Recommendation

That the Committee notes overall progress on the Council priorities and service delivery for 2022-23 Q3

10.	Update on Informal Work Planning Meeting (15 Minutes) 35 - 44
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Purpose

To review the notes from the informal work planning meeting, which took place on the 1st of March.

Recommendation

To note the work planning meeting discussion and recommend the provisional work plan to the new Committee (to follow).

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Agenda Item 8



COTSWOLD
DISTRICT COUNCIL

Council name	COTSWOLD DISTRICT COUNCIL
Name and date of Committee	OVERVIEW AND SCRUTINY- 21 MARCH 2023
Subject	FINANCIAL PERFORMANCE REPORT – Q3 2022/23
Wards affected	All
Accountable member	Cllr Mike Evemy, Deputy Leader and Cabinet Member for Finance Email: mike.evemy@cotswold.gov.uk
Accountable officer	David Stanley, Deputy Chief Executive and Section 151 Officer Email: david.stanley@cotswold.gov.uk
Report author	David Stanley, Deputy Chief Executive and Section 151 Officer Email: david.stanley@cotswold.gov.uk
Summary/Purpose	This report sets of the latest budget monitoring position for the 2022/23 financial year.
Annexes	Annex A – Revenue Budget Summary Annex B – Capital Programme Summary
Recommendation(s)	<i>That the committee;</i> <i>1. Reviews and notes the financial position set out in this report</i>
Corporate priorities	<ul style="list-style-type: none"> Delivering our services to the highest standards
Key Decision	NO
Exempt	NO
Consultees/ Consultation	None



1. BACKGROUND

- 1.1** This report provides members with an update on the forecast outturn and monitoring position statement for the financial year 2022/23. The purpose of this report is to notify members of any significant variations to budgets identified in the initial budget monitor exercise, highlight any key financial issues, and to inform members of options and further action to be taken
- 1.2** The Council faces several external budget pressures that are impacting on the 2022/23 budget and the Council's finances over the medium-term. There remains significant uncertainty around inflation and interest rates in the current financial year which exert an influence over the Council's budget both directly and indirectly

2. EXECUTIVE SUMMARY

- 2.1** This report sets out the outturn forecast for the financial year informed by the Q3 budget monitoring.
- 2.2** There has been a reduction in the forecast outturn position since Q2 with an adverse variance of £1.220m likely at the end of March 2023, a reduction of £0.160m.

The material forecast variations and change since Q2 are listed below

- Ubico contract (Waste and Recycling, Street Cleaning). The net variation on the contract is forecast to be £0.437m representing a £0.237m improvement in the outturn forecast since Q2 (Q2 variation was £0.674m). It is worth noting that the gross variation on the contract sum is £0.797m (£1.034m in Q2) with £0.360m of funding held in the Council Priorities Fund in anticipation of inflationary and service delivery pressures.
- Treasury Management Investment income has improved in Q3 with a positive outturn variation of £0.475m forecast (Q2 was £0.250m additional income variation)
- Car Park income has remained below budgetary expectations with the latest forecast of a net income shortfall of £0.408m (Q2 variation was £0.398m income shortfall)
- Planning Income remains weak with the latest forecast indicating a shortfall in income of £0.188m on planning application and pre-application planning fees (Q2 variation on income was £0.090m although mitigated by expenditure underspends)
- Building Control income has weakened since Q2 with £0.084m income shortfall forecast (Q2 variation was £0.066m income shortfall)
- Revenues and Benefits outturn forecast is £0.118m adverse across the service with under-recovery of Council Tax fines and penalties (£28k), Rent Allowance overpayment recovery (£33k), Postage costs (£20k overspend).

2.3 Whilst the reduction in the outturn variation is welcome, the impact from inflation and the wider external economic environment has been significant with limited movement between Q2 and Q3. The material items which have had an adverse impact on the Council's revenue budget are summarised below:

- Pay Award – Publica contract, CDC retained staff (£0.300m adverse variance)
- Ubico contract pay award, service growth (£0.797m gross adverse variance, £0.437m after contribution from earmarked reserve)
- Energy Costs – Gas and Electricity price forecast (£0.248m adverse variance)

Table ES1 – Revenue Budget Outturn Forecast (Q3)

	2022/23 Original Net Budget (£'000)	2022/23 Actuals to Q3 (£'000)	2022/23 Outturn Forecast (£'000)	2022/23 Outturn Variance (£'000)
Revenue Budget - Summary Table				
Subtotal Services	14,840	8,707	16,044	1,204
Less: Reversal of accounting adjustments	(1,367)	0	(1,367)	0
Revised Subtotal Services	13,473	8,707	14,677	1,204
Corporate Income & Expenditure (Note 1)	(878)	(577)	(1,937)	(1,060)
Provisions and Risk Items (Note 2)	0	0	1,076	1,076
Net Budget Requirement	12,595	8,130	13,816	1,220
Funded by:				
Council Tax	(6,158)		(6,158)	0
Retained Business Rates	(3,462)		(3,462)	0
Government Funding - Grants	(2,197)		(2,197)	0
Government Funding - NHB	(810)		(810)	0
Collection Fund (surplus) / Deficit	0		0	0
TOTAL Funding	(12,626)	0	(12,626)	0
Budget shortfall/(surplus)	(31)		1,189	1,220

2.4 The outturn forecast on the Council's Capital Programme takes into account decisions made in November 2022 and February 2023 around the rescinding of the Recovery Investment Strategy (RIS) and reprofiling of capital budgets to reflect anticipated slippage on schemes.

Table ES2 – Capital Programme Outturn Forecast (Q3)



	2022/23 Original Budget (£'000)	2022/23 Revised Budget (£'000)	2022/23 Actuals to Q3 (£'000)	2022/23 Outturn Forecast (£'000)	2022/23 Outturn Variance (£'000)
Capital Programme					
Leisure & Communities	1,741	428	47	436	8
Housing/Planning and Strategic Housing	900	2,383	831	2,163	(220)
Environment	1,963	961	187	665	(296)
ICT, Change and Customer Services	550	70	47	92	22
Rural Broadband	500	0	0	0	0
UK Rural Prosperity Fund	0	0	0	0	0
UK Shared Prosperity Fund Projects	0	11	0	11	0
Land, Legal and Property	516	516	43	43	(473)
Transformation and Investment	35,000	1,510	1,168	1,232	(278)
TOTAL Capital Programme	41,170	5,879	2,322	4,642	(1,237)

- 2.5** The outturn forecast on the Council's Capital Programme takes into account decisions made in November 2022 and February 2023 around the rescinding of the Recovery Investment Strategy (RIS) and reprofiling of capital budgets to reflect anticipated slippage on schemes.
- 2.6** As set out in the *2023/24 Revenue Budget, Capital Programme and Medium Term Financial Strategy* report, the capital programme for 2022/23 has reduced from £41.005m to £5.879m for the reasons set out in the paragraph above. The outturn forecast indicates an underspend/slippage of £1.237m.
- 2.7** The report outlines a number of risks and uncertainties regarding the outturn forecast, particularly around income performance assumptions given the volatility.
- 2.8** Whilst the Q3 outturn forecast represents a significant improvement on the Q2 position, it should be noted that the outturn variation is funded from reserves. When taken with the 2023/24 Revenue Budget, the Council is utilising £2.080m of reserves to support the revenue budget which is not sustainable over the medium-term.
- 2.9** The final outturn position will be reported to members at the June and July Cabinet meetings and will include recommendations on earmarked reserves, budget carry forwards and capital slippage.

3. EXTERNAL ECONOMIC ENVIRONMENT

- 3.1** The *Financial, Council Priority and Service Performance Report – 2022/23 Quarter Two* and *2023/24 Revenue Budget, Capital Programme and Medium Term Financial Strategy* reports set out the external economic pressures on the Council.



- 3.2** Inflation, Energy Costs and Interests Rates remain high with little prospect of any improvement in the remainder of the financial year.

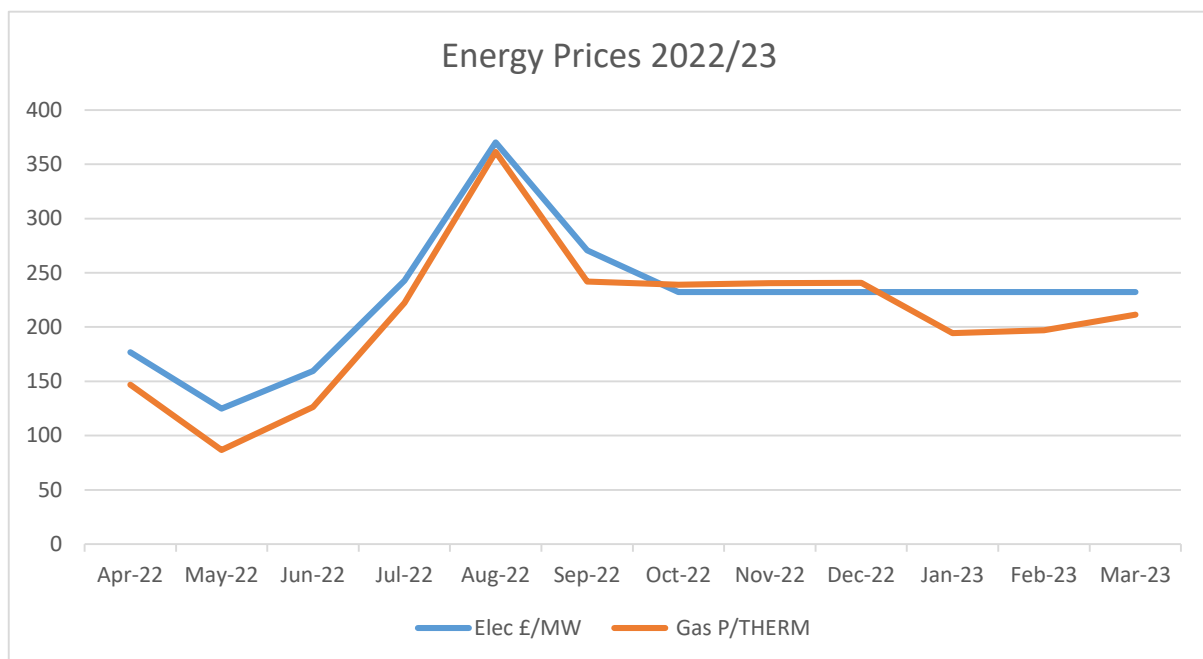
Inflationary Pressures

- 3.3** The level of inflation, as measured by the Consumer Prices Index, for January 2023 is 10.1% (down from 10.5% in December). Although it is not the Government's preferred measure of inflation, the Retail Prices Index is 13.4% (no change from December). Although general inflation is currently 10.1%, the Council is subject to specific inflationary pressures on its services (e.g. fuel costs on waste and recycling service) which have tended to track higher than CPI and RPI

Energy Costs

- 3.4** The increase in the energy price cap in April and October 2022 is above the budgeted provision included in the MTFS for 2022/23 of £0.169m. Further pressure on prices cannot be ruled out given the volatility of Gas supply due to the conflict in the Ukraine. Whilst the Council is investing in measures to reduce its energy consumption, the significant increase in energy costs has created further budgetary pressures.

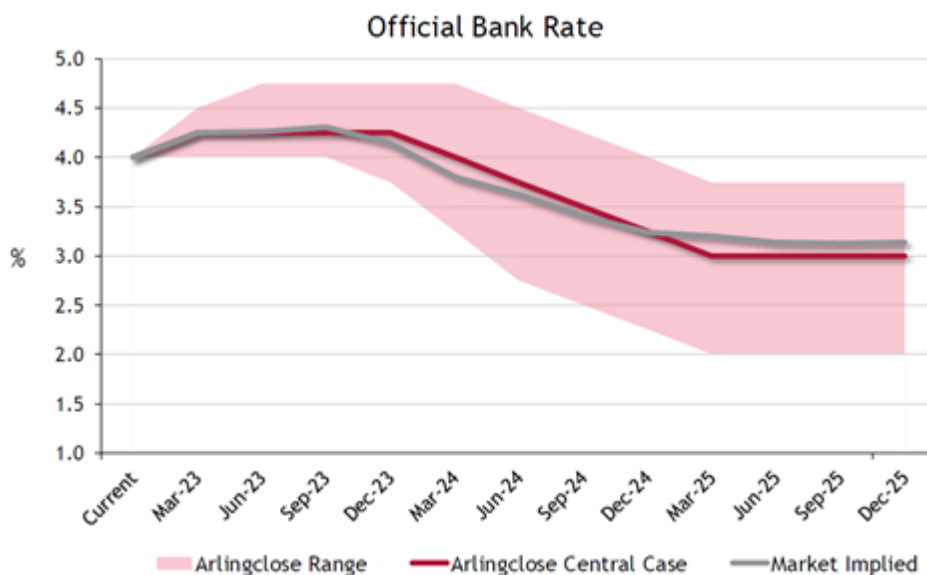
Graph I – Energy Prices 2022/23





Interest Rates

- 3.5** The Bank of England has increased interest rates nine times since December 2021 in an effort to mitigate inflationary pressures with the latest increase of 0.5% taking the base rate to 4% on 2 February 2023. The council's treasury management advisors have forecast a further 0.25% increase in March 2023. Should the Council take the decision to undertake borrowing to fund its capital programme, this will impact the expenditure required to service the debt. No further borrowing is expected in the current financial year. The Council has however benefited from increases in investment income as outlined later in this report.



4. 2022/23 REVENUE BUDGET

- 4.1** At 31 December 2022 the Council had spent £8.129m against its net profiled budget of £7.768m resulting in a to-date overspend of £0.361m. This position is expected to remain challenging in the final quarter of the financial year with the Council facing significant budget pressures as a result of the following factors:

- Inflationary impact (paragraph 3.3 sets out the current inflation position)
- The continuing impact higher fuel costs and increased levels of recycling volumes on our waste contract with Ubico.
- Pressure on income including car parking fees, planning fees and other fees and charges due to the cost of living crisis and permanent changes to behaviour post Covid-19.



- 4.2** The outturn forecast for 2022/23 of £13.816m results in a forecast variance of £1.220m. The table below provides members with an overview of the significant outturn variations that have been forecast by budget holders.



Table I – Revenue Budget Outturn Forecast summary

	2022/23 Original Net Budget (£'000)	2022/23 Actuals to Q3 (£'000)	2022/23 Outturn Forecast (£'000)	2022/23 Outturn Variance (£'000)
Revenue Budget				
Environmental & Regulatory Services	473	354	503	30
Business Sup. Svcs - Finance, HR, Procurement	1,014	1,348	1,082	68
ICT, Change & Customer Services	1,986	1,409	2,037	51
Assets, Land, Legal & Property	750	558	958	208
Publica Executives and Modernisation	88	104	100	12
Revenues & Housing Support	342	447	460	118
Environmental Services	3,916	3,001	4,209	293
Leisure & Communities	1,368	419	1,320	(48)
Planning & Strategic Housing	1,743	(258)	1,862	119
Democratic Services	1,058	835	1,068	10
Retained and Corporate	2,102	488	2,445	342
Subtotal Services	14,840	8,707	16,044	1,204
Less: Reversal of accounting adjustments	(1,367)	0	(1,367)	0
Revised Subtotal Services	13,473	8,707	14,677	1,204
Corporate Income & Expenditure (Note 1)	(878)	(577)	(1,937)	(1,060)
Provisions and Risk Items (Note 2)	0	0	1,076	1,076
Net Budget Requirement	12,595	8,130	13,816	1,220
Funded by:				
Council Tax	(6,158)		(6,158)	0
Retained Business Rates	(3,462)		(3,462)	0
Government Funding - Grants	(2,197)		(2,197)	0
Government Funding - NHB	(810)		(810)	0
Collection Fund (surplus) / Deficit	0		0	0
TOTAL Funding	(12,626)	0	(12,626)	0
Budget shortfall/(surplus)	(31)		1,189	1,220



Table 2 – Corporate Income and Expenditure

	2022/23 Original Net Budget (£'000)	2022/23 Actuals to Q3 (£'000)	2022/23 Outturn Forecast (£'000)	2022/23 Outturn Variance (£'000)
Note 1 - Corporate Income and Expenditure				
Savings/Corporate Items	(97)	(47)	(47)	50
Interest Payable	7	0	7	0
Interest Receivable	(654)	(530)	(1,129)	(475)
Minimum Revenue Provision	125	0	0	(125)
RCCO	200	0	100	(100)
Transfer to/(from) Earmarked Reserves	(459)	0	(869)	(410)
	(878)	(577)	(1,937)	(1,060)

Table 3 – Provisions and Risk

	2022/23 Original Net Budget (£'000)	2022/23 Actuals to Q3 (£'000)	2022/23 Outturn Forecast (£'000)	2022/23 Outturn Variance (£'000)
Note 2 - Provisions and Risk				
Ubico Contract - Inflationary pressures	0	0	538	538
Ubico Contract - Additional rounds	0	0	259	259
Energy Costs	0			0
Impact of 2022/23 Pay Award - Publica Contract	0	0	279	279
	0	0	1,076	1,076

Key variations

- 4.3** The forecast outturn is £0.160m below the variation forecast in the Q2 Financial Performance report and is broadly in-line with the £1.240m pressure for 2022/23 highlighted in the February 2023 Budget and Medium Term Financial Strategy report. Without any mitigating actions, there would be an increase in the level of the General Fund balance required to support the revenue budget in the current financial year. Members should note that the forecast use of reserve to close the budget gap in 2022/23 and 2023/24 is currently £2.080m.
- 4.4** Annex A provides a detailed analysis and includes commentary against the most significant variances. This report highlights a number of budget variances across a range of service areas; excluding those where the income and expenditure variance are comparable and offset against each other (net nil variance).



- 4.5** Whilst the reduction in the outturn variation is welcome, the impact from inflation and the wider external economic environment has been significant with limited movement between Q2 and Q3. The material items which have had an adverse impact on the Council's revenue budget are summarised below:
- Pay Award – Publica contract, CDC retained staff (£0.300m adverse variance)
 - Ubico contract pay award, service growth (£0.797m gross adverse variance, £0.437m after contribution from earmarked reserve)
 - Energy Costs – Gas and Electricity price forecast (£0.248m adverse variance)
- 4.6** Income from car park fees, fines and permits has continued to be impacted by changes in user behaviour post-pandemic and in part due to the cost of living crisis. Income from car park fees, fines and permits as at 31 December 2022 was £0.300m below budget. The outturn forecast is for an income shortfall of £0.408m at year end based on the forecast trend on income and the impact from the refurbishment of the Rissington Road car park from November 2022 in line with the Council Plan. The introduction of cashless parking in some of the Council's car parks in December 2022 has been positive with no reduction in income or transactions compared to the previous year.
- 4.7** Income from planning fees remains below the budgeted level for 2022/23 with a forecast income shortfall of £0.188m across planning fees and pre-application planning fees. This is in part mitigated by a £73k forecast underspend on agency staff and contractor costs.
- 4.8** As reported in Q2 income from land charges has continued to performed below budget with income received forecast to be £65k below budget at the end of the financial year due in part to the rise in free unofficial Personal Searches (through Personal Search Agents). Current economic uncertainty, the rise in interest rates and inflation along with forecasts of a significant drop in house prices into 2023 will inevitably lead to a reduced demand for this service.
- 4.9** Along with most local authorities, the assumption on pay inflation was for a 2.5% to meet the expected Local Government pay award. Members will be aware of the wider inflationary environment which has resulted in an agreement between Local Government Employers and the Unions of a £1,925 per FTE employee pay award (around 6% across the Publica contract). Service forecasts included in this report do not include the additional cost estimated at £0.279m. This is held as a Provision and Risk item 'below the line' and is shown in Table 3.
- 4.10** The Council's Environmental Services (grounds maintenance, street cleaning, domestic waste collection, recycling collections etc.) are provided by Ubico Ltd. The contract with Ubico for



2022/23 of £7.214m is now estimated to cost £8.011m – a variation of £0.797m. The impact of inflation has increased the base cost of key elements of this contract including fuel and pay inflation resulting in a forecast overspend of £0.517m (largely due to the pay award, agency staff costs, fuel costs).

- 4.11** The Council has had a significant increase in the cost of its energy with the Government providing support through a non-domestic price cap from October 2022. Since April 2022, the Council has purchased energy through the day ahead market (a financial market where market participants purchase and sell electric energy at financially binding day-ahead prices for the following day) on the advice of our broker. This has been less expensive than it would have been to enter into a fixed term contract.
- 4.12** Energy costs for the second half of the financial year stabilised in part as a response to the Government's price cap and a procurement approach to hedge pricing in a volatile energy market. Wholesale gas and electricity prices have softened over the last few weeks but uncertainty remains for 2023/24.

Treasury Management

- 4.13** Dividends from Pooled funds and REIT of £0.370m were received in the first three quarters of the financial year achieving a return of over 4% (pooled funds) and around 2.5% (REIT). Interest from short term cash deposits with the Debt Management Office (DMO) was £0.159m by the end of the third quarter due to larger surplus balances than estimated being available to invest and interest rates rising at higher rate than budgeted. Interest income of £72,000 budgeted as a result of planned service loans will not be achieved as drawdown is not expected until 2023/24. Investment income is forecast to be £0.475m higher than budgeted at the end of the financial year.
- 4.14** The Council will not be required to make a budgeted minimum revenue provision charge in 2022/23 resulting in a saving of £0.125m due to the Council not undertaking borrowing to support the capital programme.



5. CAPITAL PROGRAMME

- 5.1 Council approved the revised Capital Programme for 2022/23 at their meeting on 15 February 2023 recognising changes made during the year, predominantly the rescinding of the Recovery Investment Strategy. The revised capital programme for 2022/23 is £5.879m. A total of £2.322m has been spent against these schemes at the end of the third quarter.

Table 4 – Capital Programme summary

Capital Programme	2022/23 Original Budget (£'000)	2022/23 Revised Budget (£'000)	2022/23 Actuals to Q3 (£'000)	2022/23 Outturn Forecast (£'000)	2022/23 Outturn Variance (£'000)
Leisure & Communities	1,741	428	47	436	8
Housing/Planning and Strategic Housing	900	2,383	831	2,163	(220)
Environment	1,963	961	187	665	(296)
ICT, Change and Customer Services	550	70	47	92	22
Rural Broadband	500	0	0	0	0
UK Rural Prosperity Fund	0	0	0	0	0
UK Shared Prosperity Fund Projects	0	11	0	11	0
Land, Legal and Property	516	516	43	43	(473)
Transformation and Investment	35,000	1,510	1,168	1,232	(278)
TOTAL Capital Programme	41,170	5,879	2,322	4,642	(1,237)

- 5.2 The outturn forecast of £4.642m gives rise to an underspend/slippage of £1.237m with a carry forward of the unspent capital budget into 2023/24 on the following schemes
- **Housing/Planning & Strategic Housing:** Disabled Facilities Grants
 - **Environment:** Waste and Recycling schemes,
 - **Transformation and Investment:** Trinity Road Agile Working
 - **Environment:** Changing Places Toilets (in line with the grant conditions)
 - **Land, Legal and Property:** Trinity Road Carbon Efficiency works
- 5.3 A full list of expenditure and explanation for variances against the capital programme is attached to this report at Annex 'B'.
- 5.4 Cabinet will consider the final outturn position on the Capital Programme at their meetings in June and July 2023 including decisions on capital slippage.

Capital Receipts and Disposals

- 5.5 The Council received no capital receipts and did not make any asset disposals during the third quarter of 2022/23.



6. RISKS AND UNCERTAINTIES

- 6.1** The report outlines a number of risks and uncertainties around the wider economic environment. Some further risks are briefly outlined below.
- Assumptions made in the forecast are based on projections for inflation and interest rates. Uncertainty remains around Government policy, volatility of GBP (£) against US Dollar (\$), US interest rates which may lead to higher inflation and interest rates and UK Gilt prices (and hence PWLB rates).
 - This report includes initial forecasts for income from fees and charges and this remains a risk to the Council given the impact of higher prices, energy costs on the cost of living, and the impact of recessionary pressures on the economy. This may lead to reduced demand for council services and hence lower income from fees and charges.
 - The Council is dependent on a number of key partners (e.g. Ubico, Publica, SLM) for the delivery of core Council services and may be more exposed to fluctuations in income and expenditure. Any additional income or expenditure pressures would increase the financial pressure facing the Council and would need to be funded through reserves or savings found elsewhere.

7. CONCLUSIONS

- 7.1** This monitoring report presents an update on the Council's financial position. As the report sets out, an overspend of £1.220m is forecast for the financial year which will need to be financed from the General Fund Balance. Whilst this is an improved position from Q2, it is clear that the inflationary and service pressures identified during the year remaining challenging and are expected to do so throughout 2023/24.
- 7.2** The newly established Cabinet Transform Working Group (CTWG) will need to consider the impact of the forecast outturn and the impact on earmarked reserves as part of their oversight of the savings and transformation programme.

8. FINANCIAL IMPLICATIONS

- 8.1** The financial implications are set out in Section x of this report

9. LEGAL IMPLICATIONS

- 9.1** Under Part 2 Local Government Act 2003, the Council must, from time to time during the year review the calculations it has used to set its budget. The Council's Chief Financial Officer is required to report to the Council on the robustness of estimates made for the purposes of calculating the annual budget, and on the adequacy of proposed financial reserves. Members must have regard to that report when making decisions about the calculations in connection with which it is made.



10. RISK ASSESSMENT

10.1 Section 6 of this report sets out the financial risks and uncertainties.

11. EQUALITIES IMPACT

11.1 None

12. CLIMATE AND ECOLOGICAL EMERGENCIES IMPLICATIONS

12.1 Considered within this report

13. BACKGROUND PAPERS

13.1 None

(END)

Cotswold District Council Revenue Budget Monitoring
Budget Monitoring 2022/23 1 April to 31 December 2022

Service Area	Original Budget		Budget to Q3		Actual		Under / Over Budget		Variance	Under / Over Budget	Comments
	£		£		£		£			£	
	Expenditure	Income	Expenditure	Income	Expenditure	Income	Expenditure	Income		Forecast Net Variance	
Environmental & Regulatory Services	1,078,490	-605,720	802,800	-471,559	800,121	-446,315	-2,679	25,244	22,565	30,449	Underachievement of Building Control income [£84k] and overachievement of licensing income [£54k]
Business Support Services - Finance, HR, Procurement	2,249,098	-1,234,920	1,627,724	-284,224	1,689,082	-340,834	61,358	-56,610	4,748	67,703	Target counter fraud savings expected to be achieved in other service areas. Moreton Area Centre - underachievement of rental income[£13k], higher than estimated utilities [£27k] and NNDR covid relief awarded in error in prior year and repaid in current year [£11k].
ICT, Change & Customer Services	2,082,927	-96,957	1,460,268	-74,810	1,471,227	-61,781	10,959	13,029	23,987	51,172	Underachievement of land charges income [£65k] and utilities overspend [£144k]
Assets, Land, Legal & Property	1,529,079	-779,155	1,061,339	-610,699	1,159,161	-601,271	97,822	9,428	107,250	208,028	Consultancy costs re grievance investigation and policy review.
Chief Executive and Modernisation	87,831	0	92,955	0	161,747	-57,600	68,792	-57,600	11,192	12,000	Higher than estimated postage costs, underachievement of fine and penalty income. Utilities overspend. Lower than forecast income from recovery of housing benefit overpayments.
Revenues & Housing Support	12,956,268	-12,614,739	785,151	-379,882	1,324,058	-876,590	538,907	-496,708	42,199	118,487	Forecast underachievement of car park income of £408k including £120k due to closure of Rissington Road. Utilities overspend [£19k]. Forecast higher than budgeted recycling credits/waste incentive payments [£60k] and overachievement of garden waste income target[£54k]. Forecast underachievement of additional waste collection/sale of refuse bags. [£60k]. Recycling and household waste contract costs lower than budgeted [£67k].
Environmental Services	9,444,036	-5,527,720	7,406,478	-4,512,593	7,535,078	-4,533,969	128,600	-21,376	107,224	292,742	Underspend on maintenance and Crowdfund budget.
Leisure & Communities	1,567,169	-199,260	1,090,208	-640,311	1,082,879	-663,533	-7,328	-23,222	-30,551	-47,500	Underachievement of Planning and Pre Application income budget. Forecast underspend on appeals. Underspend on contractors fees. Underachievement of other fees and charges.
Planning & Strategic Housing	2,790,670	-1,047,305	2,587,194	-2,910,972	2,565,261	-2,823,570	-21,933	87,402	65,469	118,700	Investment income from pooled funds and accrued interest forecast to be £475k higher than budgeted.Pension Strain unbudgeted costs of £198k. Investment property net income £122k net overspend due to unbudgeted maintenance and void period at Abberley House. Higher than budgeted audit and bank charges.
Democratic Services	1,083,613	-25,905	837,955	-24,033	868,121	-32,673	30,166	-8,640	21,526	10,040	Ubico Contract overspend includes £238k pay inflation above budget. £299k diesel inflation and £259k in respect of additional recycling rounds as a result of higher volumes.
Retained/Corporate/Council Services	2,742,449	-1,383,622	1,510,345	-1,584,961	2,022,515	-2,111,279	512,170	-526,318	-14,148	-82,684	Pay inflation net of NI reduction in excess of budgeted provision not yet invoiced from Publica to CDC.
Variance to Ubico Contract	0	0	0	0	0	0	0	0	0	797,000	Minimum revenue provision not required in 22/23, no internal or external borrowing undertaken to finance operational assets. Transfer from Council Priorities Fund set aside to fund additional Ubico rounds in 22/23. £50k transfer from Counter Fraud Reserve.
Publica cost of living pay rise							0	0		279,127	Revenue funded from Capital estimated to be £100k lower than forecast.
Capital Financing/Charging/Transfer to/(from) Reserves	0	-1,501,109	0	0	0	0	0	0	0	-634,607	
Cost of Services (Gross)	37,611,630	-25,016,412	19,262,416	-11,494,042	20,679,251	-12,549,415	1,416,835	-1,055,373	361,462	1,220,656	
Cost of Services (Net)		12,595,218		7,768,374		8,129,836				1,220,656	

Cotswold District Council Revenue Budget Monitoring Budget Monitoring 2022/23 1 April to 31 December 2022											
Financing	Original Budget		Budget to Q3		Actual		Under / Over Budget		Under / Over Budget		
	£		£		£		£		£		
	Expenditure	Income	Expenditure	Income	Expenditure	Income	Expenditure	Income	Variance	Forecast Net Variance	
General Government Grants	0	-3,006,923	0	-2,210,680		-2,212,850	0	-2,171	-2,171	0	Budgeted contribution to General Fund will not be made due to overspend.
Council Tax Income	0	-6,157,828	0	0	0	0	0	0	0	0	
NNDR income and expenditure	0	-3,461,642	0	0	0	0	0	0	0	0	
Budgeted surplus contribution to General Fund	31175	0	0	0	0	0	0	0	0	-31,175	
Financing	31175	-12,626,393	0	-2,210,680	0	-2,212,850	0	-2,171	-2,171	-31,175	
Under/Overspend against budget	37,642,805	-37,642,805	19,262,416	-13,704,722	20,679,251	-14,762,265	1,416,835	-1,057,543	359,291	1,189,481	
Net		0		5,557,694		5,916,986		359,291		1,189,481	

Environmental & Regulatory Services For 01/04/2022 to 31/12/2022										
Cost Centre Description	Original Budget £		Budget to Q3 £		Actual Position £		Under / Over Budget £		£	£
	Expenditure	Income	Expenditure	Income	Expenditure	Income	Expenditure	Income	Net Variance	Forecast Net Variance
Building Control - Fee Earning Work	178,097	-360,000	128,839	-270,000	132,552	-207,484	3,713	62,516	66,229	86,000
Building Control - Non Fee Earning Work	56,453	0	41,087	0	41,130	0	43	0	43	0
Dangerous Structures	2,500	0	1,875	0	0	0	-1,875	0	-1,875	-2,000
Building Control	237,050	-360,000	171,802	-270,000	173,682	-207,484	1,881	62,516	64,397	84,000
Emergency Planning	23,311	0	17,348	0	9,442	0	-7,906	0	-7,906	
Environment - Service Management and Support Services	109,504	0	82,128	0	73,247	0	-8,881	0	-8,881	
Private Sector Housing - Condition of Dwellings	224	0	0	0	0	0	0	0	0	
Home Energy Conservation	158	0	0	0	0	0	0	0	0	
Licensing	217,003	-190,720	160,562	-158,309	164,921	-200,633	4,359	-42,324	-37,965	-53,551
Caravan Sites - Itinerates	105	0	0	0	0	0	0	0	0	
Caravan Sites - Licensed	105	0	0	0	0	0	0	0	0	
Environmental Protection	225,716	-53,000	163,837	-41,750	159,941	-35,463	-3,896	6,287	2,391	
Polution Control	134,057	0	100,543	0	107,378	0	6,835	0	6,835	
Food Safety	129,557	-2,000	94,248	-1,500	95,050	-1,936	802	-436	366	
Health & Safety	0	0	11,207	0	11,207	0	-0	0	-0	
Statutory Burials	1,605	0	1,125	0	5,253	0	4,128	0	4,128	
Abandoned Vehicles	95	0	0	0	0	-800	0	-800	-800	
Public Protection	841,440	-245,720	630,999	-201,559	626,439	-238,832	-4,560	-37,273	-41,832	-53,551
Environmental & Regulatory Services	1,078,490	-605,720	802,800	-471,559	800,121	-446,315	-2,679	25,244	22,565	30,449

£86k estimate of full years underachievement of building control fees.

Business Support Services - Finance, HR, Procurement											Comments
For 01/04/2022 to 31/12/2022											
Cost Centre Description	Original Budget		Budget		Actual		Under / Over Budget		£	£	
	Expenditure	Income	Expenditure	Income	Expenditure	Income	Expenditure	Income	Variance	Forecast Net Variance	
S & S Holding Account	0	0	0	0	9,255	-5,931	9,255	-5,931	3,324		£9k R4400 Professional Fees, £1k R4503 Postal Charges
Accountancy	397,197	-29,220	288,685	0	278,062	0	-10,622	0	-10,622	-10,000	
Creditors	111,613	-63,580	78,766	0	78,849	0	83	0	83		
Debtors	57,089	-15,480	37,873	0	37,908	0	35	0	35		
Insurances	63,315	-53,690	47,486	0	47,538	0	52	0	52		
GO Support and Hosting	61,398	-50,360	19,049	0	19,079	0	31	0	31		
CDC Counter Fraud Unit	70,163	-77,703	55,172	-3,855	54,704	0	-468	3,855	3,387	77,703	
Accountancy	760,775	-290,033	527,030	-3,855	525,396	-5,931	-1,635	-2,076	-3,710	67,703	
Internal Audit	110,121	-21,087	82,591	0	82,582	0	-9	0	-9	0	
Glos. Counter Fraud Unit	475,907	-475,907	356,873	-280,369	410,685	-331,725	53,812	-51,356	2,455	0	
Audit	586,028	-496,994	439,464	-280,369	493,267	-331,725	53,803	-51,356	2,446	0	
Human Resources	575,712	-298,760	422,930	0	427,517	0	4,587	0	4,587		
Health & Safety	35,441	0	26,316	0	27,059	0	743	0	743		
Training & Development	132,421	-61,580	97,114	0	97,045	0	-68	0	-68		
Human Resources	743,574	-360,340	546,360	0	551,621	0	5,261	0	5,261	0	
Payroll	96,465	-63,750	68,177	0	68,247	0	70	0	70		
Payroll	96,465	-63,750	68,177	0	68,247	0	70	0	70	0	
Central Purchasing	62,256	-23,803	46,692	0	50,551	-3,178	3,859	-3,178	681		
Procurement	62,256	-23,803	46,692	0	50,551	-3,178	3,859	-3,178	681	0	
Business Support Services - Finance, HR, Procurement	2,249,098	-1,234,920	1,627,724	-284,224	1,689,082	-340,834	61,358	-56,610	4,748	67,703	

ICT, Change & Customer Services For 01/04/2022 to 31/12/2022											Comments
Cost Centre Description	Original Budget £		Budget £		Actual £		Under / Over Budget £		£	£	
	Expenditure	Income	Expenditure	Income	Expenditure	Income	Expenditure	Income	Variance	Forecast Net Variance	
Business Improvement/Transformation	117,318	0	86,893	0	86,985	0	92	0	92		£13k underachieved on Room Hire/Rent. £20k overspend on utilities based on estimate to Dec, £27k estimated overspend by year end. £11,352 NDR charge in relation to Covid relief 2020, not eligible as offices not retail/hospitality/leisure.
Business Continuity Planning	21,313	0	14,011	0	14,022	0	11	0	11		
Freedom of Information Act	11,403	0	8,552	0	8,559	0	7	0	7		
Street Naming	10,403	-20,000	24,951	-15,000	23,101	-13,150	-1,850	1,850	-0		
Business Transformation	160,437	-20,000	134,407	-15,000	132,667	-13,150	-1,740	1,850	110	0	
Moreton-in-Marsh, Offices	75,121	-54,292	44,551	-43,692	74,219	-33,497	29,667	10,195	39,863	51,172	
FOH - Moreton	109,642	-3,665	79,705	-1,867	79,812	-660	107	1,208	1,314		
Moreton - Stock Trading a/c	0	0	0	0	4,571	-4,571	4,571	-4,571	-0		
FOH - Trinity Road	580,459	0	432,849	0	431,764	-200	-1,085	-200	-1,285		
Customer Services	765,222	-57,957	557,106	-45,559	590,366	-38,928	33,260	6,631	39,892	51,172	
ICT	1,046,542	-19,000	713,392	-14,250	702,369	-9,703	-11,023	4,547	-6,476		
Application Support	110,726	0	55,363	0	45,825	0	-9,538	0	-9,538		
ICT	1,157,268	-19,000	768,755	-14,250	748,194	-9,703	-20,561	4,547	-16,014	0	
ICT, Change & Customer Services	2,082,927	-96,957	1,460,268	-74,810	1,471,227	-61,781	10,959	13,029	23,987	51,172	

Land, Legal & Property For 01/04/2022 to 31/12/2022											Comments
Cost Centre Description	Original Budget £		Budget £		Actual £		Under / Over Budget £		£	£	
	Expenditure	Income	Expenditure	Income	Expenditure	Income	Expenditure	Income	Variance	Forecast Net Variance	
Trinity Road, Offices	498,142	-349,689	316,480	-297,854	434,530	-321,740	118,050	-23,886	94,164	143,815	E85k overspend on Electricity and £19k for Gas based on estimates at the end of Q.3. £144k estimated overspend on energy by year-end
Moreton-in-Marsh, Offices - Maintenance	35,407	0	26,555	0	29,532	0	2,977	0	2,977		
Property and Estates Projects	0	0	0	0	0	0	0	0	0		
Corinium Museum - Maintenance	26,000	0	19,500	0	3,592	0	-15,908	0	-15,908	-10,000	Underspend due to lower Museum maintenance costs than budgeted. Budget forms part of the Councils wider Buildings Maintenance Fund [BMF]. Expenditure at Querns Lane on new boiler/heating and insulation. A further £13k of expenditure is expected before the end of March for double glazing. To be funded from any underspend on the BMF.
Housing Enabling Properties	9,110	-23,476	5,610	-19,156	10,241	-17,738	4,631	1,418	6,049	19,049	
22/24 Ashcroft Road	26,314	0	9,401	0	2,776	0	-6,625	0	-6,625	-6,000	
T Barry Haulage Depot, South Cerney	0	0	0	0	0	0	0	0	0		
Asset Management	594,973	-373,165	377,545	-317,009	480,670	-339,477	103,125	-22,468	80,657	146,864	Underachievement of Land Charges income
Local Land Charges	112,816	-250,704	81,667	-188,028	68,311	-143,923	-13,356	44,105	30,749	64,704	
Land Charges	112,816	-250,704	81,667	-188,028	68,311	-143,923	-13,356	44,105	30,749	64,704	
Legal	358,331	-155,286	260,759	-105,662	267,871	-121,135	7,112	-15,474	-8,362	-7,540	
Legal Services	358,331	-155,286	260,759	-105,662	267,871	-121,135	7,112	-15,474	-8,362	-7,540	
Property Services	462,959	0	341,368	0	342,309	3,264	941	3,264	4,205	4,000	
Property Services	462,959	0	341,368	0	342,309	3,264	941	3,264	4,205	4,000	
Land, Legal & Property	1,529,079	-779,155	1,061,339	-610,699	1,159,161	-601,271	97,822	9,428	107,250	208,028	

Chief Executive and Modernisation For 01/04/2022 to 31/12/2022											Comments
Cost Centre Description	Original Budget £		Budget £		Actual £		Under / Over Budget £		£	£	
	Expenditure	Income	Expenditure	Income	Expenditure	Income	Expenditure	Income	Variance	Forecast Net Variance	
Chief Executive	87,831	0	92,955	0	161,747	-57,600	68,792	-57,600	11,192	12,000	Consultancy costs re: grievance investigation and policy review.
Chief Executive and Modernisation	87,831	0	92,955	0	161,747	-57,600	68,792	-57,600	11,192	12,000	
Chief Executive and Modernisation	87,831	0	92,955	0	161,747	-57,600	68,792	-57,600	11,192	12,000	

Environmental Services												For 01/04/2022 to 31/12/2022												
Cost Centre Description	Original Budget		Budget		Actual		Under / Over Budget		£	£														
	£		£		£		£		£	£														
	Expenditure	Income	Expenditure	Income	Expenditure	Income	Expenditure	Income	Variance	Forecast Net Variance														
												Forecast underachievement of car park income including £120k at Rissington Road (BoTW) due to 4 month closure for capital works. £408k underachievement of car park income[fees £281k, fines £71k, permits £56k]. £19k Energy estimated overspend by year end. £17k overspend on cash collection contract. £35K overspend on card charges, budget updated in 2023/24. Budget is part of the BMF. Estimate a £5k underspend on parking maintenance by the end of the year. Underspend will be utilised on other overspends in the BMF. The FEOFFEEs of Tetbury. parking receipts transferred less CDC management fee. £17k net variance due to under accrual of fees transferred to the Feoffees of Tetbury in 21/22. Overachievement on fees Underspend due to lower cemetery maintenance costs during April to Dec. Budget forms part of the Councils wider Buildings Maintenance Fund [BMF]. £20k underspend on minor contracts, £8k underachieved on fees. £47k underspend on minor contractors fees. £60k overachieved on recycling credits, exceeding expected budget position. £4k underspend on supplies and services. Budgets for both Minor Contracts and Recycling Credits have been adjusted in the 2023/24 budget. £54k overachievement on garden waste licences. £9k underachieved on sale of garden sacks. £25k underachieved on fleet savings target. £15k overspend equipment purchase [over and above the Capital budget of £55k for containers], £15k underspend on minor contracts, £45k underachieved on distribution income, £5k underachieved on the sale of refuse bags. Distribution budget adjusted for 2023/24 Overachievement on Bulky Waste collections												
Car Parks	887,836	-2,990,292	568,222	-2,317,432	614,703	-2,064,087	46,481	253,346	299,827	455,510														
Car Parks - Maintenance	35,700	0	26,775	0	15,441	0	-11,334	0	-11,334	-5,000														
Car Parks - Tetbury The Chippings	39,075	-54,000	29,306	-40,500	27,089	-24,543	-2,218	15,957	13,740	16,823														
Car Parks - Chipping Campden	0	0	0	0	28,706	-35,058	28,706	-35,058	-6,352															
Bourton on the Water Tourism Levy	0	0	0	-39,851	0	-39,851	0	0	0	0														
Car Parking	962,611	-3,044,292	624,303	-2,397,783	685,939	-2,163,538	61,635	234,245	295,880	467,333														
Cemetery, Crematorium and Churchyards	191,826	-63,830	171,214	-47,873	170,955	-58,743	-259	-10,870	-11,129	-14,000														
Cemeteries - Maintenance	29,520	0	22,140	0	11,160	0	-10,980	0	-10,980	-12,000														
Waste - Cleansing	90	0	0	0	0	0	0	0	0															
Waste - Cemeteries	2,065	0	1,055	-1,588	2,604	-7,953	1,549	-6,366	-4,817															
Animal Control	59,923	-32,505	43,244	-21,304	23,457	-12,778	-19,787	8,525	-11,262	-16,000														
Public Conveniences	269,607	-84,030	160,581	-63,023	141,558	-45,918	-19,022	17,105	-1,917	7,409														
Recycling	2,631,897	-884,783	2,070,014	-600,939	2,019,060	-661,160	-50,954	-60,221	-111,175	-150,000														
Green Waste	1,170,900	-1,099,000	972,681	-1,090,250	972,608	-1,119,652	-73	-29,402	-29,475	-20,000														
Refuse / Recycling Organic & Food Waste	604,839	0	504,033	0	608,148	-109,118	104,116	-109,118	-5,003	-5,000														
Street Cleaning	1,477,116	0	1,227,431	0	1,237,468	-16,196	10,038	-16,196	-6,158															
Household Waste	1,634,608	-68,780	1,342,954	-51,585	1,318,518	-13,090	-24,436	38,495	14,059	50,000														
Bulky Household Waste	43,537	-57,000	32,653	-42,750	48,201	-72,945	15,548	-30,195	-14,647	-15,000														
Refuse-Stow Fair	11,372	0	11,372	0	12,760	0	1,388	0	1,388															
South Cerney Depot, Packers Lease	38,173	-173,500	7,500	-173,500	64,400	-228,834	56,900	-55,334	1,566															
Environmental Services Client	8,165,473	-2,463,428	6,566,871	-2,092,810	6,630,896	-2,346,386	64,025	-253,577	-189,551	-174,591														

Environmental Services For 01/04/2022 to 31/12/2022											Comments
Cost Centre Description	Original Budget £		Budget £		Actual £		Under / Over Budget £		£	£	
	Expenditure	Income	Expenditure	Income	Expenditure	Income	Expenditure	Income	Variance	Forecast Net Variance	
Climate Change	99,768	0	74,806	0	73,519	0	-1,287	0	-1,287		
Climate Change	99,768	0	74,806	0	73,519	0	-1,287	0	-1,287	0	
Land Drainage	115,697	-20,000	86,497	-22,000	90,575	-24,045	4,078	-2,045	2,033		
Flooding	115,697	-20,000	86,497	-22,000	90,575	-24,045	4,078	-2,045	2,033	0	
Environmental Strategy	100,487	0	54,000	0	54,149	0	149	0	149		
Waste & Recycling Policy	100,487	0	54,000	0	54,149	0	149	0	149	0	
Environmental Services	9,444,036	-5,527,720	7,406,478	-4,512,593	7,535,078	-4,533,969	128,600	-21,376	107,224	292,742	

Revenues & Housing Support											Comments
For 01/04/2022 to 31/12/2022											
Cost Centre Description	Original Budget		Budget		Actual		Under / Over Budget		£ Variance	£ Forecast Net Variance	
	£ Expenditure	Income	£ Expenditure	Income	£ Expenditure	Income	£ Expenditure	Income			
Rent Allowances	12,422,172	-12,083,091	392,260	-213,168	459,905	-233,662	67,644	-20,494	47,150	33,365	Postage overspend and lower level of overpayments recovered due to responsibility transferring to DWP.
Benefit Fraud Investigation	0	0	0	0	-0	0	-0	0	-0		
Benefits	12,422,172	-12,083,091	392,260	-213,168	459,904	-233,662	67,644	-20,494	47,150	33,365	Forecast includes estimated overspend in electricity costs and underachieved rental income.
Homelessness	126,654	-76,266	94,971	-57,200	189,908	-156,334	94,937	-99,135	-4,198		
Refugees	0	0	0	0	202,150	-202,150	202,150	-202,150	0		
Homelessness Hostel Accommodation	4,000	-35,500	3,000	-26,625	13,581	-24,188	10,581	2,437	13,018	2,190	
Temporary Emergency Accommodation	87,825	-77,519	65,119	-58,139	57,139	-40,385	-7,980	17,754	9,774	34,932	
Private Sector Housing Grants	29,723	0	22,292	0	22,338	0	46	0	46		
Housing Management	248,202	-189,285	185,382	-141,964	485,115	-423,058	299,733	-281,094	18,639	37,122	
Council Tax Collection	216,001	-143,808	157,089	-21,750	281,170	-174,745	124,081	-152,995	-28,914	48,000	
NNDR Collection	53,901	-198,555	38,847	-3,000	88,267	-45,125	49,420	-42,125	7,295		
Concessionary Travel	15,992	0	11,573	0	9,108	0	-2,464	0	-2,464		
Security Carriers	0	0	0	0	493	0	493	0	493		
Revenues	285,894	-342,363	207,509	-24,750	379,038	-219,870	171,530	-195,120	-23,590	48000	
Business Lockdown Grants	0	0	28,496	0	28,496	0	0	0	0	0	
Business Lockdown Grants	0	0	28,496	0	28,496	0	0	0	0	0	
Revenues & Housing Support	12,956,268	-12,614,739	785,151	-379,882	1,324,058	-876,590	538,907	-496,708	42,199	118,487	

Leisure & Communities For 01/04/2022 to 31/12/2022											Comments
Cost Centre Description	Original Budget £		Budget £		Actual £		Under / Over Budget £		£	£	
	Expenditure	Income	Expenditure	Income	Expenditure	Income	Expenditure	Income	Variance	Forecast Net Variance	
Consultation, Policy & Research	91,478	0	70,976	0	70,113	0	-863	0	-863	0	<p>No expected expenditure at the Resource Centre by the end of the year. Essential repairs are planned for 2023/24</p> <p>Expenditure from the BMF on this site has exceeded the budget allocation. Overspend is due to steel column checks, replacement lighting, CCTV upgrade and pool pump works. This will be funded from underspends within the wider BMF.</p> <p>No maintenance costs to date. Budget forms part of the Councils wider Buildings Maintenance Fund [BMF].</p> <p>Forecast underspend of £15k of the £85k grants budget which covers Spacehive and Cotswold Crowdfund contributions. 2 Rounds per year which have both completed.</p>
Corporate Planning	91,478	0	70,976	0	70,113	0	-863	0	-863	0	
Corinium Museum	123,393	0	1,250	0	2,467	0	1,217	0	1,217	0	
Collection Management	8,103	0	0	0	480	0	480	0	480	0	
Northleach Resouce Centre	16,500	0	12,375	0	0	0	-12,375	0	-12,375	-16,500	
Corinium Museum - HLF Project	0	0	0	0	68	0	68	0	68	0	
Ciren - Centre Management	389,543	-130,761	80,320	-32,690	71,495	-32,690	-8,825	0	-8,824	0	
Ciren - Dryside Areas	12,021	-24,021	0	-23,142	0	-22,143	0	999	999	0	
Cirencester Leisure - Maintenance	33,000	0	24,750	0	41,262	0	16,512	0	16,512	24,000	
C Campden - Centre Management	106,113	0	62,538	0	66,611	0	4,073	0	4,073	4,000	
Bourton - Centre Management	119,875	0	0	0	0	0	0	0	0	0	
Bourton - Maintenance	43,000	0	32,250	0	455	0	-31,795	0	-31,795	-42,000	
Leisure Management	851,548	-154,782	213,483	-55,832	182,839	-54,833	-30,643	999	-29,644	-30,500	
Health Policy	26,876	0	25,715	0	25,729	0	14	0	14	0	
Community Liaison	101,270	0	88,347	0	86,169	0	-2,178	0	-2,178	0	
Youth Participation	137,689	-44,478	103,149	0	105,379	0	2,230	0	2,230	-17,000	
Health Development	54,036	0	301,181	-501,824	301,511	-501,824	330	0	330	0	
Community Welfare Grants	169,016	0	154,907	0	154,852	0	-55	0	-55	0	
Community Liaison	488,887	-44,478	673,299	-501,824	673,641	-501,824	341	0	341	-17,000	
Community Safety (Crime Reduction)	23,754	0	28,542	0	28,142	0	-400	0	-400	0	
Crime Prevention Initiatives	0	0	0	0	0	0	0	0	0	0	
Community Safety	23,754	0	28,542	0	28,142	0	-400	0	-400	0	
Tourism Strategy and Promotion	15,280	0	11,460	0	11,475	0	15	0	15	0	
Partnership Grants	54,000	0	48,000	0	48,000	0	0	0	0	0	
Cotswold Tourism Partnership	42,222	0	31,667	-66,654	55,888	-90,875	24,221	-24,221	-0	0	
Tourism Discover England Fund - Project	0	0	12,781	-16,000	12,781	-16,000	0	0	0	0	
Tourism Policy	111,502	0	103,907	-82,654	128,144	-106,875	24,237	-24,221	15	0	
Leisure & Communities	1,567,169	-199,260	1,090,208	-640,311	1,082,879	-663,533	-7,328	-23,222	-30,551	-47,500	

Planning & Strategic Housing										
For 01/04/2022 to 31/12/2022										
Cost Centre Description	Original Budget £		Budget £		Actual £		Under / Over Budget £		£	£
	Expenditure	Income	Expenditure	Income	Expenditure	Income	Expenditure	Income	Variance	Forecast Net Variance
Development Control - Applications	993,643	-999,877	738,269	-749,908	713,409	-629,338	-24,860	120,569	95,709	115,000
Development Control - Appeals	131,007	0	97,599	0	51,284	0	-46,315	0	-46,315	-30,000
Development Control - Enforcement	196,184	0	145,379	0	145,530	0	151	0	151	
Development Advice	349,312	0	259,287	0	259,560	0	273	0	273	
Planning Advice For Land Charges	11,911	0	8,757	0	8,924	0	167	0	167	
Planning - Section 106 Agreements	0	0	219,412	-923,580	219,412	-923,580	-0	-0	-1	
Development Services Holding Account	0	0	2,028	0	2,028	0	0	0	0	
Development Management	1,682,057	-999,877	1,470,731	-1,673,488	1,400,147	-1,552,919	-70,584	120,569	49,985	85,000
Heritage & Design	239,364	-25,818	184,784	-19,364	173,661	-7,547	-11,123	11,817	695	18,000
Heritage & Conservation	239,364	-25,818	184,784	-19,364	173,661	-7,547	-11,123	11,817	695	18,000
Housing Advice	289,257	0	218,632	0	217,354	0	-1,278	0	-1,278	
Housing Strategy	150,675	0	107,137	0	107,596	-151	459	-151	308	
Housing Partnerships	25,750	0	19,000	0	19,017	0	17	0	17	
Community Led Housing	0	0	1,751	0	1,751	0	-0	0	-0	
Housing Enabling Reserve	0	0	0	0	0	0	0	0	0	
Strategic Housing	465,682	0	346,520	0	345,718	-151	-802	-151	-953	0
Community Infrastructure Levy	10,000	-10,000	185,656	-996,073	238,927	-1,048,498	53,270	-52,425	845	
Local Development Framework	359,266	-100	254,134	-75	253,595	-254	-539	-179	-718	
Fwd Plan work for Dev Con	17,410	0	12,872	0	16,577	0	3,705	0	3,705	3,700
Local Development Framework Reserve	0	0	119,829	-213,340	119,829	-213,340	-0	0	-0	
Planning - Service Management and Support Services	16,891	-11,510	12,668	-8,633	16,807	-862	4,139	7,771	11,910	12,000
Planning Policy	403,567	-21,610	585,159	-1,218,121	645,735	-1,262,954	60,575	-44,833	15,742	15,700
Planning & Strategic Housing	2,790,670	-1,047,305	2,587,194	-2,910,972	2,565,261	-2,823,570	-21,933	87,402	65,469	118,700

Forecast £148k underachievement on Planning Apps, £40k Underachievement on Pre-App and £73k underspend on Other Contractors Fees.

Underspend on appeals costs. Further approx. £17k of charges expected before the end of the year.

Budgeted income from work undertaken by Landscape Officer for partner Councils not achieved due to diversion of officer time to Cotswold related tasks.

£8k underachieved on income for photo copies and OS, £4k overspent on supplies and services [Annual printer maint and reusable notice holders].

Democratic Services										
For 01/04/2022 to 31/12/2022										
Cost Centre Description	Original Budget £		Budget £		Actual £		Under / Over Budget £		£	£
	Expenditure	Income	Expenditure	Income	Expenditure	Income	Expenditure	Income	Variance	Forecast Net Variance
Committee Services	120,956	0	71,330	0	71,843	0	514	0	514	0
Corporate Subscriptions	18,980	0	18,980	0	22,128	0	3,148	0	3,148	3,150
Committee Services	139,936	0	90,310	0	93,971	0	3,661	0	3,661	3,150
Press & PR/Communications	76,161	0	56,561	0	57,796	0	1,235	0	1,235	0
Postal Services	42,160	0	31,105	0	33,647	0	2,542	0	2,542	0
Communications	118,321	0	87,665	0	91,443	0	3,777	0	3,777	0
Registration of Electors	0	0	53,364	0	53,364	0	0	0	0	0
District Elections	0	0	0	0	0	0	0	0	0	0
Elections Support/Overheads	139,245	- 1,880	91,047	- 7,514	103,760	- 20,227	12,713	- 12,713	-0	0
Parliamentary Elections	0	0	0	0	0	0	0	0	-0	0
Parish Elections	5,000	- 2,000	22,827	0	22,827	0	0	0	0	0
Police & Crime Commissioner Elections	0	0	0	0	0	0	0	0	0	0
Elections	144,245	- 3,880	167,238	- 7,514	179,951	- 20,227	12,713	- 12,713	0	-
Democratic Representation and Management	122,741	0	92,036	0	93,956	0	1,920	0	1,920	1,690
Councillors Allowances	317,235	0	237,926	0	237,649	0	277	0	- 277	3,330
Servicing Council	4,170	0	3,128	0	9,034	0	5,907	0	5,907	1,870
Member Support	444,146	0	333,090	0	340,639	0	7,549	0	7,549	6,890
Printing Services	236,965	- 22,025	159,653	- 16,519	162,118	- 12,446	2,465	4,073	6,538	0
Print & Design	236,965	- 22,025	159,653	- 16,519	162,118	- 12,446	2,465	4,073	6,538	0
Democratic Services	1,083,613	- 25,905	837,955	- 24,033	868,121	- 32,673	30,166	- 8,640	21,526	10,040

Retained Services		For 01/04/2022 to 31/12/2022										Comments
Cost Centre Description	Original Budget		Budget		Actual		Under / Over Budget		£ Variance	£ Forecast Net Variance		
	£ Expenditure	Income	£ Expenditure	Income	£ Expenditure	Income	£ Expenditure	Income				
Interest Payable and Similar Charges	7,485	0	0	0	0	0	0	0	0	0	Investment income from pooled funds and accrued interest forecast to be £475 higher than budgeted. £42k works at Old Station to make safe a wall to the property.£37k improvement works/refurbishment of Brewery Court. £57k forecast overspend at Abberley House due to void periods, higher than estimated energy and overspend on maintenance. Forecast overspend in Q4 of £198k in respect of pension strain workforce reorganisation.	
Interest and Investment Income	13,000	-653,947	9,750	-418,635	11,683	-601,132	1,933	-182,497	-180,564	-475,389		
Commercial Properties - General	10,630	4,705	7,815	-221	5,883	-91	-1,932	130	-1,802	0		
Investment Properties	101,629	-734,380	90,846	-658,832	127,587	-636,821	36,741	22,012	58,753	122,207		
Discretionary Pension Payments	1,771,916	0	106,269	0	105,984	0	-285	0	-285	201,130		
Other Land	0	0	0	0	1,062	0	1,062	0	1,062			
Corporate I&E	1,904,660	-1,383,622	214,680	-1,077,689	252,200	-1,238,044	37,520	-160,356	-122,836	-152,052		
Corporate Finance	144,157	0	168,800	0	277,976	-108,601	109,176	-108,601	575	-47,748		
External Audit Fees	70,230	0	52,673	0	114,262	0	61,589	0	61,589	59,696		
Bank Charges	61,065	0	45,799	0	61,215	0	15,417	0	15,417	17,931		
Savings and Growth Items	-96,959	0	-37,500	0	32,176	-27,000	69,676	-27,000	42,676	50,000	Underspend on insurance due to budgets available across other properties not yet recharged. Additional audit fee and Housing benefit audit costs higher than budgeted. Bank charges higher than budgeted, currently under review Budgeted savings not achieved.	
Publica Group	0	0	373,382	-373,382	398,304	-398,304	24,921	-24,922	-0			
Previous End of Year Adjustment	0	0	0	0	630	0	630	0	630			
Strategic Directors	648,397	0	525,650	0	525,526	0	-124	0	-124			
Corporate Management	826,890	0	1,128,804	-373,382	1,410,089	-533,905	281,285	-160,523	120,763	79,879		
Corona Virus	10,899	0	8,174	0	201,111	-194,500	192,937	-194,500	-1,564			
High Street re-opening	0	0	0	0	429	-10,940	429	-10,940	-10,511	-10,511		
Contain Outbreak Management Fund	0	0	29,836	0	29,836	0	-0	0	-0			
COMF - Licencing	0	0	60,885	0	60,885	0	-0	0	-0			
COMF - Visitor Economy	0	0	33,595	0	33,595	0	0	0	0			
COMF - Events	0	0	32,031	0	32,031	0	0	0	0			
COMF - DHSC	0	0	2,340	0	2,340	0	0	0	0			
COMF - Household Support Fund and Practical Support	0	0		-133,890	0	-133,890	0	0	0			
Covid	10,899	0	166,861	-133,890	360,226	-339,330	193,365	-205,440	-12,075	-10,511	Claimed grant funding for staff and management time in 21/22 not previously accrued.	
Retained and Corporate Services	2,742,449	-1,383,622	1,510,345	-1,584,961	2,022,515	-2,111,279	512,170	-526,318	-14,148	-82,684		

Annex B - Capital Programme 2022/23

Capital Programme by Service Area	2022/23 Original Budget (£'000)	2022/23 Revised Budget (£'000)	2022/23 Actuals to Q3 (£'000)	2022/23 Outturn Forecast (£'000)	2022/23 Outturn Variance (£'000)	Commentary
Leisure and Communities						
Replacement Leisure Equipment	380	380	0	380	0	Equipment has been purchased by SLM during 2022 and will be recharged back to the Council in Q4.
Investment in Leisure Centres	1,200	0	0	0	0	contract. Projects will be delivered in 2023/24 following the award of the leisure contract.
CLC Pool Works	110	0	0	0	0	Awaiting structural engineers report to assess whether works should be progressed now or delayed until the new leisure services contract is in place and form part of works agreed under new leisure management contract.
Government funded decarbonisation	0	7	0	7	0	No comments
Crowdfund Cotswold	51	41	47	49	8	year, there remains a small legacy sum of £2,000 outstanding from the preceding scheme, the Community Projects Fund, which will be spent later this year or early 2023/24.
	1,741	428	47	436	8	
Housing/Planning and Strategic Housing						
Private Sector Housing Renewal Grant (DFG)	700	1,300	831	1,080	(220)	It is estimated that the Council will have administered approx.120 disabled facilities grants by the end of the financial year with forecast expenditure of £1,080,000. Although the Capital budget was set at £700k, total funding received by the Council this financial year from the Better Care Fund held by Gloucestershire County Council is £1,300,000, sufficient funding to cover the forecast year-end
Affordable Housing-Stockwells MiM	0	550	0	550	0	No comments
Affordable Housing - Davies Road MiM (S106)	0	333	0	333	0	No comments
Env Improvements	0	200	0	200	0	No comments
Cottsway Housing Association Loan	0	0	0	0	0	Cabinet agreed in November 2022 to progress the delivery of net carbon zero affordable homes. Planning application is due to be submitted in Jan/Feb 2023. Expenditure likely in Q4.
Bromford Joint Venture Partnership	200	0	0	0	0	
	900	2,383	831	2,163	(220)	
Environment						
Waste & Recycling receptacles	55	55	15	55	0	properties or replacements. The budget is expected to be spent in full by the end of this financial year.
Litter Bin Replacement	10	10	0	0	(10)	This project will commence in 2023/24.
Replace/upgrade pay and display machines/upgrade	125	25	26	26	1	£25,500 has been spent on improvements to Pay and Display machines including upgrading machines to 4G software and purchasing hardware to enable cashless parking. No further expenditure is planned for this year. Any unspent budget will be carried forward to future years.
Provision for financing of Ubico Vehicles	490	198	14	14	(184)	Budget based on Ubico fleet replacement programme. Orders have been placed for a Quad Bike and conversion work requirements on 3 vehicles. The budget is expected to be committed in full by the end of this financial year. Due to lead times on these vehicles being up to 12 months, the majority of actual expenditure will fall
Packers Leaze Depot - Flood prevention works	68	13	95	95	82	Works are complete. The project is overspent due to additional costs due to differences in the ground structure from initial expectations resulting in the design being altered to allow for increased drainage. There were also increases in labour and material costs. The overspend will be funded from any underspend on the council's revenue Building Maintenance Fund [BMF].

Annex B - Capital Programme 2022/23

Capital Programme by Service Area	2022/23 Original Budget (£'000)	2022/23 Revised Budget (£'000)	2022/23 Actuals to Q3 (£'000)	2022/23 Outturn Forecast (£'000)	2022/23 Outturn Variance (£'000)	Commentary
Electric Vehicle Charging Points	600	90	0	28	(62)	Charging points have been installed at Beeches Road Car Park, Cirencester and Old Market Way Car Park, Moreton in Marsh. Work to install EVCPs at Rissington Road, Bourton on the Water is currently underway as part of the refurbishment of the car park. Installation at Trinity Road Council offices will follow in 2023/24. Whilst an initial commitment of £290k was allocated, a change in supplier should see costs reduce. Expenditure is anticipated in Q1 2023/24. The second phase of installations are now being planned.
Car Park enforcement - vehicle purchase	45	0	0	0	0	Purchase on hold. It was intended to purchase an electric vehicle for use by the parking enforcement officers based at Trinity Road Offices. A vehicle is currently being leased and the purchase of an electric vehicle has been put on hold until EVCPs are installed within the parking facilities at Trinity Road.
Car Park improvements - Rissington Road	407	407	17	407	0	programme. New EVCP installer working closely with contractor to integrate installation with current refurbishment programme. Project due to finish by the end of March 2023.
Changing Places Toilets	163	163	20	40	(123)	The Council was awarded £162,500 by the Government to assist with installing 'Changing Places' Toilets in locations across the District. The toilets are larger and more accessible to people who cannot use standard accessible toilets. Toilets are to be installed at Cirencester Abbey Grounds, Birdland at Bourton on the Water, Cotswold Country Park and Beach and Cotswold Farm Park. These improvements will help transform the perception of the Cotswolds as an accessible destination. Cotswold Farm Park is the most advanced, £20,000 has been paid as a deposit and installation is anticipated over the next few months. The others will
	1,963	961	187	665	(296)	
ICT, Change and Customer Services						
ICT Capital	200	70	47	92	22	World-wide computer chip shortages are creating supply issues. Networking equipment that was ordered in January 2022 has still not been received and delivery is now not expected until May 2023 resulting in £25k of committed expenditure slipping to 2023/24. Expenditure on the purchase of laptops and Project expected to commence in 2023/24. Also referred to as the Planning Modernisation Project. This project is expected to include revenue expenditure and has therefore been removed from the capital programme in 2023/24.
Replacement of Idox and Uniform System	150	0	0	0	0	This project is dependent on the replacement of the Idox system which is expected to commence in 2023/24.
Planning Documents and Scanning Solution	200	0	0	0	0	
	550	70	47	92	22	
Rural Broadband	500	0	0	0	0	Cabinet received a report on the progress of rollout of high quality broadband across the District in January 2022 and authorised Officers to work with Fastershire to devise a scheme to make effective use of the £500,000 allocated in the Capital Programme for investment in broadband across the District. Recently the County Council advised Officers that it was not able to make use of the District Council's allocation. Openreach and Gigaclear continue to roll out broadband improvements on a commercial basis in the District.
UK Rural Prosperity Fund Projects	0	0	0	0	0	No comments

Annex B - Capital Programme 2022/23

Capital Programme by Service Area	2022/23 Original Budget (£'000)	2022/23 Revised Budget (£'000)	2022/23 Actuals to Q3 (£'000)	2022/23 Outturn Forecast (£'000)	2022/23 Outturn Variance (£'000)	Commentary
UK Shared Prosperity Fund Projects	0	11	0	11	0	No comments
Land, Legal and Property						
Trinity Road Carbon Efficiency Works (Council March 2022)	370	370	0	0	(370)	Tender prepared and the process is due to commence end of January. Budget will be carried forward to 2023/24.
Corporate Properties - Capital Works (Dyer Street)	146	146	43	43	(103)	Works have now been complete. Two payment certificates have been received, one of which has been paid and the second will be processed in Q.4.
	516	516	43	43	(473)	
Trasnformation and Investment						
Recovery Investment Strategy	32,583	0	0	0	0	A decision was taken in November that Cabinet recommend to Council to rescind the Recovery Investment Strategy. Opportunities that arise will be considered strictly on a business case basis taking into account any refresh of the budget and MTFS proposals and the affordability of any borrowing at the time. If approved, any such initiatives will be added to the capital programme. Schemes planned to be previously funded from the Recovery Investment Strategy Balance including the Tetbury Homeless Property, Trinity Road Agile Working are now presented individually within this Annex. The strategic property acquisition (£4.36m) which was to be funded from the Recovery Investment Strategy budget is now not expected to take place until 2023/24, discussions continue with the landowner. This has been included as a separate item in the 2023/24 capital programme
Tetbury Homeless Property (Cabinet May 2022)	1,442	1,441	1,144	1,144	(297)	Cabinet agreed in May 2022 to acquire a property in Tetbury for temporary emergency accommodation, funding of £1.442m for the purchase and capital works was allocated from the Recovery Investment Strategy budget in the capital programme. This purchase completed in August 2022 at a cost of £1.14m. The remaining allocation is committed to the required capital works to the property.
Trinity Road Agile Working (Council March 2022)	975	69	24	88	19	£975k commitment for the implementation of the Council's Agile working policy and Trinity Road roof repairs. Changes are required to offices to accommodate existing staff and new tenants. Work commenced in the second half of 2022/23 and will be carried forward to 2023/24 as required. It was reported to Council in October 2022 that more extensive roof repairs and replacement is required at Trinity Road to provide a more permanent solution to ongoing issues with condition. This could result in increased costs of approximately £224k. A further report will be brought back to Council once works have been tendered, seeking
	35,000	1,510	1,168	1,232	(278)	
TOTAL Capital Programme	41,170	5,879	2,322	4,642	(1,237)	

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Overview and Scrutiny informal work planning meeting

notes

1 March 2023

Attendees; Stephen Andrews (Chair), Gary Selwyn (Vice Chair), Nikki Ind, David Cunningham, Patrick Coleman

Officers: Angela Claridge, Claire Locke, Andrew Brown, Ana Prelici

1. Executive Scrutiny Protocol

The purpose of the item was to consider embedding this way of working in light of the commitment to do so in the peer review action plan.

The Committee reflected on several changes and improvements, the principle ones were:

- The new room layout, the Committee wished to amend this so that the Chair and Vice-Chair would be facing the Committee, which would make it easier to chair.
- Indicative timings on the agenda should be implemented to help the Committee focus on questioning.
- Democratic Services will brief report authors that papers will be taken as read, and members will be able to pre-submit questions to the authors, with the Committee to focus on follow-up questions.

The Committee also discussed the pre-circulation of planning applications which go to committee in someone's ward, to members of all affected wards where there were impacts on neighbouring wards. This would be discussed as part of a Development Management service update.

RESOLVED: That Democratic Services implement the suggested changes.

2. Formulation of Work Plan for 23/24

The Committee considered the formulation of the work plan for 2023/24.

The Assistant Director for Property and Regeneration compiled a list of potential items for the work plan, and the Chair compiled a long list of work topics. The Committee considered the items, prioritising the routine items using a pairwise comparison technique.

	Round 1		Round 2		Round 3		Round 4		Round 5		Round 6	
	H	L	H	L	H	L	H	L	H	L	H	L
PC	13	26	12	24	10	22	14	28	15	32	30	19
GS	14	23	16	22	15	24	30	18	17	11	33	22
DC	10*	25	19	22	16	24	15	28	14	13	29	11
NI	13	23	17	25	16	24	15	26	14	20	30	28
SA	16	22	17	28	11	20	23	26	27	25	33	32

*to include items 17 and 19

As part of this discussion, the Committee discussed several service-specific topics, most notably Planning, and Local Plan related items. It was suggested by the Assistant Director for Property and Regeneration that Local Plan related items could be dealt with as part of a single session. Democratic Services Business Manager added that certain issues could be dealt with through pre-decision scrutiny, whereby the Committee could consider decision reports before they were presented to Cabinet and make any comments or recommendations.

RESOLVED: To agree the prioritisation as discussed

Report on Approach to Pre-Decision Scrutiny

The Business Manager for Democratic Services presented the report and explained that pre-decision scrutiny would involve the Overview and Scrutiny Committee seeing the report before a Cabinet meeting. The Cabinet reports would be circulated a few days after the Committee papers, to avoid delays to the decision making process.

The Committee welcomed this approach as members highlighted it may have prevented the recent call in, as the additional information that was presented to the committee would have been available ahead of the Committee.

Members also highlighted that minutes from Cabinet meetings should be circulated within the period of call-in.

RESOLVED: The Committee:

01. Agree the approach to pre-decision scrutiny described in this report, whereby selected Cabinet reports will be circulated to the Overview and Scrutiny Committee on the Friday before a Tuesday meeting.

02. Agree that as a general rule the Overview and Scrutiny Committee will generally consider no more than two Cabinet reports for pre-decision scrutiny at a single meeting.
03. Agree that when considering the Cabinet Forward Plan the Committee will agree a priority order of reports for pre-decision scrutiny at the next meeting.
04. Agree to allow sufficient capacity on the Scrutiny work plan for the consideration of future Cabinet reports in addition to the items prioritised as part of the work planning exercise.

3. Time limit for Overview and Scrutiny

The Committee discussed agenda construction, and agreed changes that would allow meetings to be shorter. This included changes such as; shorter, more focussed agendas, pre-scrutiny of Cabinet items, and reports being taken as 'read', The Committee agreed that three hours would be a good time limit, with a comfort break around halfway through the meeting.

Members commented that a 5pm start would mean that many would have to leave after two hours on days when Town and Parish meetings were taking place.

RESOLVED: That the Committee agree the recommendation of a three hour time limit, and that their comments be passed on to the Constitution Working Group.

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Overview and Scrutiny Committee Work Plan 2023/24

a) Regular items

Topic	Description and outcome	Date	Officers
Publica Business Plans	Description: Review of Business Plans Outcome: To enable committee members to be aware of developments and in a position to identify areas that may need more detailed study.	Annually	Publica Managing Director/ Group Finance Director
Finance performance report	Description: Consideration of accounts performance information. Outcome: To enable committee members to identify financial or outcome-based trends so they are in a position to identify areas that may need more detailed study.	Quarterly	Chief Finance Officer
Service Performance Report	Description: Consideration of statistical performance information. Outcome: To enable committee members to identify financial or outcome-based trends so they are in a position to identify areas that may need more detailed study.	Quarterly	Chief Executive
Medium Term Financial Strategy and Budget 2024/25-2025/29 - post-Consultation	Consideration of the Strategy	Annually	Chief Finance Officer
Crime & Disorder	Exercise function of Crime & Disorder Committee through review of CCSP strategy and delivery. Safer communities and reduction in perceptions of insecurity Officer Presentation	June/July annual review	Jacqueline Wright
Publica Service specification and delivery	Description: Looking at the way CDC commissions Publica, and Review of establishment of the Publica Commissioning Framework.	Quarterly performance report	Jan Britton

DRAFT- TO BE APPROVED AT JUNE 2023 MEETING

Overview and Scrutiny Committee Work Plan 2023/24

	<p>Report on commissioning process Consideration of commissioning process. Consider relationship with approach to monitoring and evaluation of Corporate Plan outcomes.</p> <p>Outcome: Make recommendation on ensuring that the Commissioning Framework meets the needs of CDC and in particular its Councillors in specifying service delivery and monitoring delivery.</p>		
Executive Forward Plan	<p>Description: Review of Executive Forward Plan</p> <p>Outcome: Identify items for pre-decision scrutiny</p>	Every meeting	Democratic Services
Scrutiny Work Plan	<p>Description: Review of Work Plan</p> <p>Outcome: Ensure continued relevance in terms of both content and timing of items in the Work Plan.</p>	June 2023 Approval, March 2024 review, and standing item at every meeting	Democratic Services

DRAFT- TO BE APPROVED AT JUNE 2023 MEETING

Overview and Scrutiny Committee Work Plan 2023/24

b) Additional items identified as priority at the work planning committee

Topic	Description and Outcome	Officers	Date	Priority
Review of Leisure and Cultural Services provision	<p>Description: CDC has a role to play in contributing to Healthy Communities through its Leisure and Cultural Services.</p> <ul style="list-style-type: none"> • What does it contribute? • Can the impact of its support be measured? • Process of transition to a new contract? • Barn Theatre etc. <p>Outcome: The Healthy Communities programme recognises the importance of citizen wellbeing in mitigating/preventing increased pressure upon NHS and Social services.</p> <ul style="list-style-type: none"> • The role of CDC. • Equitable distribution of CDC support to communities. • Continuation of current service. • Development of new services. 	Business Manager for Contracts, Environmental Services, Strategic Projects Lead	TBD in consultation with officers	1
Climate and Ecological Emergency	<p>Description: Ensure Council policy remains in touch with realities on the ground through the development practical actions.</p> <p>Outcome: Evaluate achievement of Net-Zero goals where the council has direct responsibility and the delivery of measurable contributions in other areas.</p>	Head of Climate Action	TBD in consultation with officers	1
Planning and development management (including Enforcement)	<p>Description: Update on the Planning Advisory Service review and receive assurance that the recommendations are being carried out. To include the whole of the process from initial application through delegation/committee given objections/issues to decision. Role of neighbouring Ward Councillors.</p>	Business Manager for Planning	TBD in consultation with officers	1

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	Outcome: To ensure public confidence in the service, also ensuring that the correct procedure is being carried out, learning lessons from the review			
Local Plan partial review and Neighbourhood Planning update	<p>Description: Review of Local Plan partial review process followed and relationships with emerging and completed Neighbourhood Plans.</p> <p>Programme and project management processes.</p> <p>Make recommendation on the establishment of:</p> <ul style="list-style-type: none"> • factors communities might take account of when considering establishing a Neighbourhood Plan, based (e.g.) upon a checklist of benefits to the community; and, • Local best practice guidance in the conduct of neighbourhood planning <p>Also include a focus on specific topics related to local plan such as Build out rate and sustainable transport.</p> <p>Outcome: To scrutinise the review process and ensure coordination with other plans</p>	Forward Planning Manager, Community Partnership Officer	TBD in consultation with officers	1
River Quality/Sewage	To be scoped	Flooding Officer	TBD in consultation with officers	4
Car Parking	<p>Review of car parking strategy and whether through its aims and implementation supports:</p> <ul style="list-style-type: none"> • Local business; • Income • EVCP availability. <p>Including looking at specific car park operation where needed eg. Whiteways.</p>	<p>Business Manager for Revenues and Benefits</p> <p>Parking Manager</p>	TBD in consultation with officers	5

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Housing	<p>Actions and responsibilities of Housing Associations and the “control” that CDC has over them.</p> <p>Assess progress in meeting CDC aims/aspirations to move toward a greater emphasis on Social affordable housing?</p> <p>Link to Steadings?</p> <p>Outcome: Better understanding of CDC relationship with (all) Housing Associations and their role in influencing the housing market.</p>	Business Manager Housing and Resident Services	TBD in consultation with officers	5
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c) Suggested pre-decision Scrutiny items from the Executive Forward Plan

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Topic	Date (of O&S meeting)	Officer
Electric Vehicle Charging Point update report	13 June	Claire Locke
Procurement and Contract Management Strategy - Draft for Consultation	13 June	Phil Martin

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