

Scrutiny Committee Agenda



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Date: 4 February 2014
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A meeting of the

Scrutiny Committee

will be held on Wednesday, 12 February 2014 at 7.00 pm
Council Chamber, The Abbey House, Abingdon

Members of the Committee:

Councillors

Jim Halliday (Chairman)
Charlotte Dickson (Vice-chairman)
Eric Batts
Tony de Vere
Jason Fiddaman
Debby Hallett

Mohinder Kainth
Sandy Lovatt
Julie Mayhew-Archer
Fiona Roper
Alison Thomson
Richard Webber

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A handwritten signature in black ink, appearing to read "M Reed".

Margaret Reed
Head of Legal and Democratic Services

Agenda

Open to the Public including the Press

Map and vision

(Page 4)

A map showing the location of the venue for this meeting is attached. A link to information about nearby car parking is http://www.whitehorsedc.gov.uk/transport/car_parking/default.asp

The council's vision is to take care of your interests across the Vale with enterprise, energy and efficiency.

1. Notification of substitutes and apologies for absence

To record the attendance of substitute members, if any, who have been authorised to attend in accordance with the provisions of standing order 17(1), with notification having been given to the proper officer before the start of the meeting and to receive apologies for absence.

2. Minutes

(Pages 5 - 14)

To adopt and sign as a correct record the minutes of the committee meeting held on 21 November 2013 and 28 November 2013 (attached).

3. Declarations of interest

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

4. Urgent business and chairman's announcements

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

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

Any statements and/or petitions from the public under standing order 32 will be made or presented at the meeting.

6. Revenue budget 2014/15, capital programme and the medium term financial plan

(Pages 15 - 57)

To receive the report of the head of finance.

7. Update on the Local Development Plan

(Pages 58 - 59)

To receive the report and synopsis from the head of planning.

Report to follow

8. Councillors' IT survey

To receive an update from Councillors Jim Halliday and Mohinder Kainth.

9. Action List

To review actions taken since previous meeting and any outstanding actions (circulated separately/ tabled at meeting).

10. Scrutiny work programme

(Pages 60 - 63)

To review the attached scrutiny work programme.

11. Dates of meetings

To note the dates of the forthcoming committee meetings:

- 20 March 2014
- 17 April 2014
- 29 May 2014 (please note change of date to avoid clash with European elections).

All meetings will take place in the Ridgeway Suite (downstairs) at Wantage Civic Hall.

Exempt information under Section 100A(4) of the Local Government Act 1972

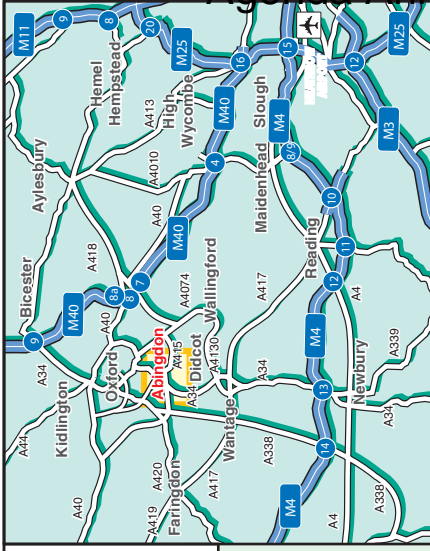
None



Vale of White Horse
District Council

Vale of White Horse District Council
Abbey House, Abbey Close, Abingdon, OX14 3JE

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KEY: Car Parks

- Abbey Close
- Cattle Market
- Charter Multi-storey
- Civic
- Rye Farm
- Hales Meadow
- Audlett Drive
- West St Helen Street

By rail – the nearest main line railway stations to Abingdon are either Didcot Parkway (seven miles) or Oxford (eight miles). Radley railway station is located on the main line between Oxford and Didcot and is three miles from Abingdon town centre. For details of train times visit www.nationalrail.co.uk or call 08457 484950

By bus – there are a number of bus routes serving Abingdon town centre. For details of services and timetables, visit Oxfordshire County Council's website at www.oxfordshire.gov.uk. Contact details for bus operators can be found on the travel information pages on our website www.whitehorsedc.gov.uk

Parking – details of car parks charges can be found on our website



Minutes

of a meeting of the

Scrutiny Committee

held at 6.30 pm on Thursday, 28 November 2013
at the Council Chamber, The Abbey House, Abingdon

Open to the public, including the press

Present:

Members: Councillor Jim Halliday (Chairman), Charlotte Dickson (Vice-Chairman), Tony de Vere, Debby Hallett, Mohinder Kainth, Sandy Lovatt, Julie Mayhew-Archer, Fiona Roper, Richard Webber, Substitutes: Yvonne Constance, Bill Jones and Robert Sharp

Officers: Steve Bishop, David Buckle, Susan Harbour, Paul Howden and William Jacobs

Number of members of the public: 0

Sc.72 Notification of substitutes and apologies for absence

Apologies were received from Councillors Eric Batts, Jason Fiddaman and Alison Thomson.

Councillors Yvonne Constance, Bill Jones and Robert Sharp attended as substitutes.

Sc.73 Minutes

The minutes of the meeting held on 24 October 2013 were agreed as an accurate record and the chairman signed them.

Sc.74 Declarations of interest

A number of councillors present are "dual hatted", being elected to both the district and/or the county. These councillors were aware of the need to consider the issues raised by the office move from the position of the district council.

Sc.75 Urgent business and chairman's announcements

None.

Sc.76 Statements, petitions and questions from the public relating to matters affecting the Scrutiny Committee

None.

Sc.77 Proposed letting of Abbey House and relocation of Vale staff

Steve Bishop, Strategic Director; David Buckle, Chief Executive and Matthew Barber, Leader of the Council were present for the discussion of this item.

The committee discussed this item and the following points were raised:

- The intention is to agree an arrangement with South Oxfordshire District Council (SODC) which is compatible with the lease arrangement on Abbey House with Oxfordshire County Council (OCC);
- At the end of the lease period with OCC the Vale will have an improved asset;
- The purpose of the project is to make better use of public offices and public finances across the three councils;
- The Citizens' Advice Bureau (CAB) has, at this point, not made a firm commitment to premises sharing as CABx philosophically prefer visible independence from councils. The Vale will retain 31.177 percent of the space in Abbey House (which may include the CAB) and OCC will have 68.23 percent;
- There will be a Joint Cabinet Board (JCB) meeting (made up of members of both Vale and South Oxfordshire Cabinets) on 2 January 2014 which will look at formal arrangements between the two councils;
- There will be no separate lease agreement with SODC, but rather a variation of existing working agreements between the two councils;
- The JCB will agree an acceptable recharge methodology and possible recharge amount which will then be assessed by the councils' Section 151 officer from an accountancy perspective and will also need to be agreed by the external auditor to ensure that the deal did not involve one set of tax payers subsidising another;
- Public services including: paying bills, housing and benefits will still be available at Abbey House;
- The final proposals and the location of services and staff will be published for councillors and staff to comment;
- It is more efficient for staff within a service area to be located close together, and for certain teams to be located close to other teams;
- Management are looking at ways to mitigate the effects of moving on staff through various schemes;
- If Old Abbey House is sold, what would happen to the gardens? David Buckle to respond to this outside of the meeting.

The committee made the following recommendations:

- The front of Abbey House should show the following signage: Abbey House, Vale of White Horse District Council; Oxfordshire County Council. External/ street signs should also be amended accordingly.
- Scrutiny wish to see the detailed arrangements after they have been to JCB and been reviewed by relevant officers;
- The final draft plans of who remains in Abbey House should be available to all councillors.
- Staff should be recognised as a valuable asset and all efforts should be made to mitigate the effects of the move on staff and to make the transition as easy as possible.

Meeting adjourned at 7:45pm to allow for a Cabinet meeting to make a decision on the above issue.

Sc.78 Council tax reduction scheme

The meeting reconvened at 8.00 pm.

Paul Howden, Revenues and Benefits Client Manager; William Jacobs, Head of Finance and Matthew Barber, Cabinet member for finance, were present for the discussion of this item.

The shortfall between the current benefits scheme and re-imburement from central government is approximately £59,000. The costs of the benefit scheme will fall on other council tax payers.

New proposals to amend the scheme would amount to a projected net saving of £28,063 for Vale, although over £200,000 additional savings would arise for the county council and Thames Valley Police.

Any scheme which reduces benefits to customers carries the risks of:

- Potentially greater administrative costs;
- Additional hardship applications;
- A greater number of non-payers;
- Increased use of bailiffs.

The Cabinet member for finance suggested, and the committee agreed, to delete the suggestion or removing benefit from people who would receive it because they have more than £6,000 in capital. This measure was projected to save the council £3,757 per annum and would affect 62 people; however it would be complex and expensive to administer and was projected to cost the council more in administration costs than it would be likely to save.

The Cabinet member for finance suggested, and the committee agreed, to delete the suggestion or removing benefit from people who will no longer have their child maintenance disregarded. This measure was projected to save the council £6,546 per annum and would affect 125 people; however it was considered to be contentious and difficult to implement: in particular, the CAB's comments that maintenance payments were "made in a variety of different ways, both formal and informal" and "ignored for other benefits purposes which means that there is no established method for verifying them" were considered to be relevant.

Scrutiny Committee asked that the scheme be reviewed on an annual basis, in particular to achieve the following:

- To ensure that the administration involved in the scheme was substantially less than the savings to the Vale of implementing it
- To ensure that both the county council and the police continue to meet their share of the costs;
- To review information on complaints.

Scrutiny wish to receive a report back one year into the implementation of this scheme, and sooner if significant problems are identified.

Sc.79 Council tax reduction scheme: grant for town and parish councils

Paul Howden, Revenues and Benefits Client Manager; William Jacobs, Head of Finance and Matthew Barber, Cabinet member for finance, were present for the discussion of this item.

The committee discussed this item and supported option 2 from the officer's report, as follows:

1. The CTRS effect could be recalculated again for 2014/15 using up to date CTRS figures.
2. The council would then use the 2012/13 town and parish band D figures to calculate the notional shortfall upon which their share of the grant would be based.
3. The Government's model for calculating the amount of grant attributable to town and parish councils was based on 2012/13 council tax levels and this is why the council will continue to use 2012/13 as the baseline.

This option was supported by the town and parish councils at the briefing sessions held with town and parish councils on 15 October 2013 and 21 October 2013.

Sc.80 Councillor's access to IT facilities at the council

Councillor Mohinder Kainth presented the interim findings of the survey which he and Councillor Jim Halliday had undertaken on councillors' use of IT. So far, about 60 percent of councillors had responded to the survey. It was agreed that there would be a further push to encourage all councillors to fill in the survey and that the results would be reported to the January scrutiny meeting.

Sc.81 Action List

Noted.

Sc.82 Scrutiny work programme

Noted.

Sc.83 Dates of meetings

Meetings will take place on the following dates:

- Thursday 23 January
- Wednesday 12 February
- Thursday 20 March
- Thursday 17 April
- Thursday 29 May

Democratic Services Officer's note:

- Meetings after 1 March 2013 are expected to take place at Wantage Civic Hall, further information to be provided.
- The meeting on 29 May 2014 has been rescheduled from 22 May 2014, the date of the European elections.

Sc.84 Exclusion of the public, including the press

In accordance with Section 100A(4) of the Local Government Act 1972, the public, including the press, were excluded from the remainder of the meeting to prevent the disclosure to them of exempt information, as defined in Section 100(I) and Part 1 of Schedule 12A, as amended, to the Act.

Item 14 Proposed letting of Abbey House and relocation of staff

Category 3 - Information relating to the financial or business affairs of any particular person (including the authority holding that information.)

Sc.85 Proposed letting of Abbey House and relocation of staff (exempt)

There were no additional matters to note under this item, and therefore no exempt minute.

The meeting closed at 9.05 pm

Minutes

of a meeting of the

Scrutiny Committee

held at 7.00 pm on Thursday, 21 November 2013
at the Council Chamber, The Abbey House, Abingdon



Open to the public, including the press

Present:

Members: Councillors Jim Halliday (Chairman), Charlotte Dickson (Vice-Chairman), Eric Batts, Tony de Vere, Debby Hallett, Mohinder Kainth, Sandy Lovatt, Julie Mayhew-Archer, Fiona Roper, Alison Thomson, Dudley Hoddinott and St John Dickson

Other councillors: Councillor Judy Roberts

Officers: Karen Brown, Susan Harbour, Liz Hayden, Graham Hawkins, Matt Prosser, Anna Robinson, Chris Tyson and Chris Webb

Number of members of the public: 25

Sc.57 Notification of substitutes and apologies for absence

Apologies were received from Councillor Jason Fiddaman; his substitute was Councillor St. John Dickson.

Apologies were received from Councillor Richard Webber; his substitute was Councillor Dudley Hoddinott.

Apologies were also received from Councillor Elaine Ware, the Cabinet member for economy, leisure and property; her items were represented by Councillor Matthew Barber, leader of the council.

Sc.58 Minutes

None for consideration at this meeting.

Sc.59 Declarations of interest

Item	Councillor	Reason
West Way Botley	Eric Batts	Adviser to Cabinet on the scheme
Community Safety Partnership	Charlotte Dickson	Father is the council's representative on the CSP board
Community Safety Partnership	St. John Dickson	Father-in-law is the council's representative on the CSP board

Abingdon open air pool	Sandy Lovatt	Leader of Abingdon Town Council which also funds the pool
Abingdon open air pool	Julie Mayhew-Archer	Member of Abingdon Town Council which also funds the pool

Sc.60 Urgent business and chairman's announcements

None.

Sc.61 Statements, petitions and questions from the public relating to matters affecting the Scrutiny Committee

The following members of the public spoke objecting to the proposed development at West Way Botley:

Mary Gill
Lorna Ferret
John Clements
Rev Graham Sykes

Peter Harbour from Friends of Abbey Meadow Outdoor Pool spoke in relation to the item about the outdoor pool.

Sc.62 West Way development, Botley

Councillor Eric Batts stepped down from the Scrutiny Committee for this item, and joined the Leader of the council, Councillor Matthew Barber, chief Executive David Buckle, and Strategic Director Matt Prosser, to answer questions on this item.

The points raised by members of the public and by members of the committee, and the responses to these, are addressed in the summary below: (Councillor Matthew Barber has undertaken to give full written responses to the points raised)

- This is a land deal for the council and full legal advice was taken on the processes;
- The vicarage and Field House are not proposed as part of the development by the council, they were put forward by Doric, the developer. They are not subject to compulsory purchase and it will be up to each land owner if they wish to sell;
- The developer will need to submit a planning application for this site. When this is submitted the council, as the local planning authority, will consult on the application;
- There is a clear distinction between the Cabinet as the land owner and the council as the local planning authority. The planning authority acts independently of the Cabinet and makes decisions based on planning merit in the context of the National Planning Policy Framework and the Vale's planning policies;
- The council has dual responsibilities to both maximise its assets as a public body and also to cater for the needs of its local population;
- Of the options which Cabinet had before it for consideration, it needed to choose an option which it concluded would deliver community benefit and which also would be financially viable and deliverable;
- Councillor Eric Batts explained that his role was to advise the Cabinet in relation to community facilities especially Seacourt Hall and the library and to liaise between the parish and the Vale;

- The decision taken by Cabinet in December 2012 was one of land sale. The concerns which were now being raised were largely around Doric's planning proposals. Doric is expected to carry out further consultations as the developer and the council will consult as part of the planning process.

The scrutiny committee requested the following:

- Councillor Matthew Barber to clarify the site 1/2 map: when it was drawn up who it was presented to etc;
- Planning officers and planning committee to ensure that there is total separation between the strategic functions of the council, as exercised by Cabinet, and its role as the planning authority;
- Cabinet to inform the public and councillors about significant interaction with Doric;
- Cabinet to keep members properly and fully informed about this development, subject to the usual confidentiality rules;
- Cabinet to keep local members, and the public and the parish council involved where appropriate.

Sc.63 Community Safety Partnership

Liz Hayden, Service Manager Legal, Licensing and Community Safety, Karen Brown, Acting Community Safety Team Leader, Superintendent, Andy Boyd, (South and Vale Local Police Area Commander) and Councillor Bill Jones, Vale Council's appointee to the CSP attended committee for this item.

Role of Scrutiny Committee and the Community Safety Partnership (CSP).

- The relevance of Scrutiny Committee's input was queried. Comments can be taken back to the CSP for consideration. The Scrutiny Committee would, in this way, be able to have some influence on the next CSP plan;
- Section 19 of the Police and Justice Act 2006 requires the council to have a committee which scrutinises the CSP;
- The council's representative on the CSP is Councillor Bill Jones, and comments or suggestions from councillors concerning the partnership can be sent to him.

Questions, responses and issues raised during the course of the discussion

- Anti social behaviour incidents have increased by 27 percent over the last year, unclear whether this is due to better reporting or an increase in this kind of incident, however, all the issues have been resolved;
- All crime figures are now publicly available, it was requested that the CSP quarterly performance reports are published in the Vale Information Sheet and the parish newsletters;
- Crime in South and Vale is down by 40 percent in the last 10 years;
- The last government introduced significantly more offences to the statute books such as online harassment, cyber bullying and internet fraud;
- There had been a shift in resources towards dealing with cyber crime and similar and away from police on the beat;
- The Police and Crime Commissioner has agreed a three year funding formula with the CSPs;
- A significant proportion of personal impact crimes are committed by chaotic users of Class A drugs. A reduction in addiction levels is responsible for the fall in such crimes.

Recommendations from Scrutiny Committee

- To publish the CSP quarterly performance report in the Vale Information Sheet and in parish information sheets;

Vale of White Horse District Council – Scrutiny Committee minutes

- To ask Councillor Bill Jones to strongly advocate early intervention work;
- To note the good work of the partnership;
- Support the CSP growth bid for two full-time equivalent officers to the Cabinet;
- To note the high quality of the report.

Sc.64 Interim leisure contract review (SOLL leisure)

Chris Tyson, Head of Economy, Leisure And Property, Chris Webb, Facilities Development Officer (Leisure) and Adrian Bidwell from Soll Leisure came to the table for this debate.

The committee wished to know whether its concerns raised in the annual review had been addressed.

- Both council officers and Soll Leisure were able to reassure the committee that communications between the two parties were improved and were more candid;
- Soll had not yet evidenced that their assessment should move from fair to good, however, Soll feel that they have a fairer chance of achieving a “good” score at the end of the year.

The Scrutiny Committee welcomed regular meeting which were taking place between the council and Soll.

Sc.65 Abbey Meadows outdoor swimming pool and associated facilities

Chris Tyson, Head of Economy, Leisure And Property, Chris Webb, Facilities Development Officer (Leisure) and Adrian Bidwell from Soll Leisure came to the table for this debate.

Peter Harbour, from Friends of Abbey Meadows Outdoor Pool, spoke to the committee about the benefits of the pool and the role of the Friends group.

The committee discussed this item.

- Abingdon Town Council has paid some £43,000 towards the management and upkeep of the pool and associated facilities in 2013/14;
- It costs the Vale of White Horse District Council some £5,000 - 6,000 per annum towards the management of the contract and the upkeep of the pool and associated facilities;
- The condition of the pool surrounds and buildings is deteriorating, partly due to it being such an exposed site. The tank structure and finish is deteriorating at a faster rate than the buildings;
- This is a completely separate contract and is not part of the existing leisure contract;
- Lessons learnt from this summer’s operation will be carried forward to next year, such as ways of managing business on the busiest days.

Recommendations from Scrutiny Committee

- Officers maintain contact with the Friends of Abingdon Outdoor Pool and with Abingdon Town Council;
- This item comes as an annual report to Scrutiny;
- Signage is erected with details of who to contact if there is a problem;
- Overcrowding issues on the interactive water feature are monitored.

Sc.66 Action List

To be discussed at next meeting on 28 November 2013.

Sc.67 Scrutiny work programme

To be discussed at next meeting on 28 November 2013.

Sc.68 Dates of meetings

To be discussed at next meeting on 28 November 2013.

Sc.69 Exclusion of the public, including the press

RESOLVED: that in accordance with Section 100A(4) of the Local Government Act 1972, the public, including the press, be excluded from the remainder of the meeting to prevent the disclosure to them of exempt information, as defined in Section 100(l) and Part 1 of Schedule 12A, as amended, to the Act when the following items are considered:

Abbey Meadow Outdoor Pool

(Category 3 - Information relating to the financial or business affairs of any particular person (including the authority holding that information.)

West Way development, Botley

(Category 3)

Sc.70 Abbey Meadows outdoor pool and associated facilities (exempt)

The committee agreed to continue until 10.00 pm, the latest time allowed by the Vale's constitution.

This item was further discussed as a confidential item.

Sc.71 West Way development, Botley (exempt)

Councillor Judy Roberts asked questions of the Scrutiny Committee and the committee discussed this item.

Recommendations

That the Cabinet member and officers involve local members, providing confidential regular briefings for them.

The meeting closed at 10.00 pm



Report to: Cabinet Scrutiny Committee Council

Report of Head of Finance

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Wards affected: All

Cabinet Member responsible: Matthew Barber

Tel: 07816 481452

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To: CABINET

7 February 2014

To: SCRUTINY COMMITTEE

12 February 2014

To: COUNCIL

19 February 2014

Revenue Budget 2014/15 and Capital Programme to 2018/19

RECOMMENDATIONS

1. That cabinet recommends to council that it:
 - a. sets the revenue budget for 2014/15 as set out in appendix A.1 to this report,
 - b. approves the capital programme for 2014/15 to 2018/19 as set out in appendix D.1 to this report, together with the capital growth bids set out in appendix D.2 of this report ,
 - c. sets the council's prudential limits as listed in appendix E to this report,
 - d. approves the medium term financial plan to 2018/19 as set out in appendix F.1 to this report.

2. That cabinet authorises the leader of the council to make minor adjustments to this report and the prudential indicators, in conjunction with the head of finance, should they prove necessary following the publication of the final Local Government settlement and prior to its submission to council on 19 February 2014.

Purpose of report

1. This report:

- brings together all relevant information to allow cabinet to recommend to council a revenue budget for 2014/15 and a capital programme for 2014/15 to 2018/19;
- recommends the prudential indicators to be set by the council in accordance with 'the Prudential Code' introduced as part of the Local Government Act 2003;
- contains the opinion of the council's chief financial officer on the robustness of estimates and adequacy of the council's financial reserves;
- contains the medium term financial plan which provides details of the forward budget model for the next five years.

Strategic objectives

2. Setting the budget in accordance with prescribed timetables enables the council to comply with its strategic objective of managing our business effectively.
3. The allocation of financial resources within the revenue and capital budgets needs to match the objectives agreed by the council. The objectives identify where investment, including proposed growth, will take place in order to help the council achieve its corporate plan targets.
4. Where officers have made growth proposals (known as growth bids), each bid sets out how it will help achieve the council's objectives. The leader of the council has chosen to include some growth bids in his budget proposals and these are identified in **appendix A2** (revenue) and **appendix D.1** (capital).

Revenue budget 2014/15

5. **Appendix A.1** summarises the movements in the base budget from £13,412,951 in 2013/14 to £12,157,154 in 2014/15. These movements are detailed below.
6. **Opening budget adjustment reduction £269,922 (appendix A.2)** This includes the removal of one-off growth items relating to 2013/14 and the realisation of the full-year effect of savings proposals identified in previous years.
7. Additions to the base budget:
 - **operational reorganisations £37,112 (appendix A.3)**. These costs reflect the full year impact of a number of Fit for the Future and other reviews of service costs, aimed at improving efficiency and service to customers.
 - **inflation, salary increments and other salary adjustments £302,816 (appendix A.4)** The salary and contract inflation totals £209,588, representing an average increase of 1.76 per cent on the 2013/14 net expenditure budgets. For council employees an overall increase in salary costs of two per cent is budgeted for 2014/15. Increments payable to council employees not at the top of their salary range total £62,984. Other salary adjustments of £30,245, represent other minor amendments to salary budgets.

- **essential growth – one-off £525,017 and ongoing £404,353 (appendix A.5).** These items comprise additional expenditure which is considered unavoidable, and reflect changes that have occurred in the current year or which are known will happen in 2014/15
8. Deductions from the base budget:
- **base budget savings £2,051,624 (appendix A.6).** These base budget savings are reductions in costs identified by officers which may be the result of more efficient working or previously agreed policy decisions, cost reductions outside of the council's control, or correction to budgets. These savings do not affect frontline service delivery.
 - **Office accommodation savings £228,000.** These are the result of the sharing of accommodation at Abbey House with Oxfordshire County Council (OCC) and the move of council staff to the South Oxfordshire DC offices at Crowmarsh Gifford. The saving in 2014/15 includes income from OCC for part of the year only. The future full year saving to the council is expected to be in the region of £362,000.
9. Other changes to corporate base budgets:
- **movement in managed vacancy factor £2,443.** In order to recognise a level of establishment vacancies which occur every year, a managed vacancy factor is used. This reduces the employee budgets across the council from the 100 per cent of the establishment list to 98 per cent. The movement in this factor reflects an increase in salary budgets.
10. A significant change to the way the council budgets for contingency sees **additional revenue contingency** budget of **£215,680** added to the base budget (**appendix A.7**). A review of service budgets identified that, in addition to the central contingency budget, there were also budgets within services that could also be considered contingency budgets. These budgets have now been centralised.
11. The level of the corporate contingency has been assessed based on the likelihood of the individual component budgets being required. The make-up of the corporate contingency budget will be reviewed annually, though for the purposes of medium term financial planning it has been assumed to be at the 2014/15 level throughout the period. It should be noted that this new way of budgeting is not without risk of either under or over spend and future budgets will need to take account of actual demand on the contingency.
12. As these budgets are now held centrally there is a need to ensure that when they are needed by services they can access them easily. This may require a change to the council's financial procedure rules which if needed will be brought forward later in the year.
13. As a result of these changes the council's revised base budget for 2014/15 is **£12,157,154.**

Revenue growth proposals

14. A number of revenue growth proposals have been selected by the leader of the council to be included in the budget for 2014/15. These are detailed in **appendix B** and total **£1,062,038**. The growth proposals have been selected on the basis that they

support the council's key aims as set out in the council's corporate plan and enhance service provision.

15. There is also a saving in the revenue budget of **£7,000** arising from the capital growth proposals shown in **appendix D.2**. These are discussed later in the report.

Net property income

16. Net property income represents the council's income from its investment property portfolio less expenditure, and for 2014/15 is estimated at **£1,090,972**.

Gross treasury income

17. Investment returns for 2014/15 are used to finance expenditure in-year. As interest rates are expected to remain low for the short term, it is currently forecast that **£355,500** will be earned in 2014/15.
18. More details of treasury income can be found in the council's Treasury Management Strategy 2014/15 to 2016/17 report (see Cabinet 7 February 2014, Council 19 February 2014).
19. Including growth, property and treasury income results in a net expenditure budget for the council of **£11,765,720**.

Reserves and other funding

New Homes Bonus (NHB)

20. The provisional government allocations for NHB payments for 2014/15 are **£2,086,928**. For 2014/15 this will be transferred to reserves, apart from a sum of £100,000 which will be used to fund the NHB area grant. Projections of future NHB earnings and how they will be used are detailed later in this report.

Council Tax Freeze Grant

21. It is proposed that council tax will remain at the same level as 2013/14 and as a result of this, the council will be due **£54,425** of council tax freeze grant for 2014/15. This will also be receivable for 2015/16 and equates to the funding the council would have generated by increasing council tax by 1 per cent.

Transfers to/ from earmarked reserves

22. In addition to the transfer to reserves of the NHB payment referred to in paragraph 21 above, there will be a transfer of **£20,000** from the election equalisation reserve to fund the initial costs of the district council elections in 2015.
23. Based on the above use of reserves and other funding, the amount of revenue expenditure to be financed in 2014/15 is **£11,631,296**.

Financing

Final local government settlement

24. On December 18 2013 the government announced the provisional 2014/15 local government settlement together with illustrative figures for 2015/16. At the time of

writing we have not received the final settlement. Officers consider that any changes to the settlement at this stage would not be material. Table 1 below details the provisional funding outlined for the council for 2014/15 and illustrative settlement for 2015/16.

Table 1a: settlement funding assessment 2014/15 (provisional)

	Provisional 2014/15 settlement funding assessment		
	Revenue support grant	Baseline funding level	Total
	£	£	£
Lower tier funding	2,230,126	2,018,617	4,248,743
Council tax freeze compensation:			
• 2011/12	83,103	57,537	140,639
• 2013/14	58,155	0	58,155
Council tax reduction scheme (note 1)	0	0	0
Homelessness prevention funding	49,103	34,614	83,717
Other:			
• Efficiency support for services in sparse areas	1,067	0	1,067
• Returned funding (note 2)	5,565	0	5,565
Total	2,427,119	2,110,768	4,537,887

Note 1: payments to councils in respect of council tax reduction scheme (which also includes an element for town and parish councils) are no longer separately identified.

Note 2: represents funding reserved centrally by government to pay NHB but returned to councils as not required.

Table 1b: settlement funding assessment 2015/16 (illustrative)

	Illustrative 2015/16 settlement funding assessment		
	Revenue support grant	Baseline funding level	Total
	£	£	£
Lower tier funding	1,481,292	2,074,333	3,555,625
Council tax freeze compensation:			
• 2011/12	81,467	59,125	140,592
• 2013/14	58,155	0	58,155
Homelessness prevention funding	48,119	35,569	83,688
Other:			
• Efficiency support for services in sparse areas	1,067	0	1,067
Total	1,670,100	2,169,027	3,839,127

25. The provisional settlement for 2014/15 is 12.4 per cent lower than 2013/14. The illustrative settlement for 2015/16 would be a further reduction of 15.4 per cent. Whilst the baseline funding element of the settlement is increasing in line with the increase in national non domestic rates, to achieve the overall reduction in funding the government has significantly reduced the revenue support grant element. It should be noted that these figures exclude NHB funding which for 2014/15, as discussed earlier in the report.

Council tax reduction scheme grant – payments to town and parish councils

26. As agreed by Council on December 11 2013 and supported by parish councils during consultation, the council tax support grant contribution payable to town and parish councils will be **£160,593** for 2014/15. The proposed MTFP shows that this contribution will be gradually phased out by a 20 per cent reduction annually.

Business rate retention scheme

27. The deficit on the NNDR under collection fund is estimated to be **£158,308**. This is due to the projected NNDR receipts being below the government's safety net. Therefore the council will be in a deficit position. This is as a result of the closure of Didcot A and the subsequent loss in business rate income.

28. Although there is potential for some business rates growth next year it is not anticipated that this will take the council above the safety net.

Collection fund

29. The surplus on the collection fund is estimated to be **£242,819**.

Use of general fund balance

30. The difference between expenditure requirement and the funding available is smoothed over the medium term financial plan by transfers to and from earmarked reserves and the general fund balance. The net impact of the leader of the council's proposals detailed in this report is a draw on general fund balances of **£1,732,085** in 2014/15.

Leader of the council's revenue budget proposal

31. Based on the amendments detailed above, and as shown in **appendix A1** of this report, the cabinet member's budget proposal, including growth, is for a budget requirement of **£9,899,211**. This revenue budget proposal includes a freeze of the current band "D" council tax at **£116.69**. **Appendix C** shows the breakdown of the revenue budget.

32. A draft MTFP and proposed growth bids were published on the council's website in December 2013. No comments on the published MTFP and growth bids have been received by officers or by the leader of the council.

Capital programme 2014/15 to 2018/19

Current capital programme

33. The latest capital programme (before growth) is attached at **appendix D.1** and is summarised in table 2 below. It is the capital programme as set by council in February 2013 plus:-

- slippage (caused by delays to projects) carried forward from 2012/13
- new schemes approved by council during 2013/14
- re-profiling of expenditure on schemes from the 2013/14 financial year to future years where delays to schemes have occurred
- the deletion of previously agreed schemes that have completed or are no longer to be pursued.

Table 2: current capital programme (before growth)

2013/14 latest estimate £000	2014/15 estimate £000	2015/16 estimate £000	2016/17 estimate £000	2017/18 estimate £000	2018/19 estimate £000
3,497	5,081	1,613	1,162	1,147	1,147

Cabinet capital programme proposals

34. **Appendix D.2** contains a list of new capital schemes that the leader of the council is proposing as part of his budget proposals. Officers will amend the capital programme to include the proposals if approved by cabinet and council.

Financing the capital programme

35. Where permitted, capital expenditure is funded in the first instance from specific government grants and any other external contributions. The balance of the programme is funded from the council's capital receipts reserve. The council is permitted to borrow to fund the programme, provided any borrowing is prudent, sustainable and affordable.

36. At present there is no requirement to borrow to fund the programme as proposed. Any future borrowing would require a provision to be made in the revenue budget for repayment. As the Science Vale UK Enterprise Zone (SVEZ) falls within the council's district boundary, there may be a future requirement to borrow up to £20 million to finance infrastructure works. This would only be undertaken if certainty of funding from additional business rates generated in the enterprise zone is available to support this borrowing.

Future pressures on the capital programme

37. **Appendix D.1** also shows the use of capital receipts to fund the capital programme (excluding growth) and the balance of receipts over the five-year programme. Officers advise cabinet not to earmark all available resources in proposing the budget to council, as the prudential code requires local authorities to set sustainable budgets.

By retaining an unallocated balance, cabinet can demonstrate that through a combination of this and future income (that can be expected beyond the period of the budget) it can fund future pressures.

The prudential code and prudential indicators

38. In setting its revenue and capital budgets for 2014/15, the council must agree prudential indicators in accordance with the prudential code (see below). When recommending its budgets to council, cabinet must also recommend the prudential indicators.
39. From 1 April 2004, government control of local authorities' borrowing was abolished and replaced by a prudential system of self-regulation. Authorities are able to borrow based on need and affordability, which they demonstrate through compliance with the prudential code developed by the Chartered Institute of Public Finance and Accountancy (CIPFA) and given statutory force by government regulation.
40. The key objectives of the prudential code are to ensure that the capital investment plans of the authority are affordable, prudent and sustainable. To demonstrate that authorities have had regard to these objectives, the prudential code sets out a number of indicators that must be considered covering five distinct areas – capital expenditure, affordability, prudence, external debt and treasury management. The council must approve the indicators through the budget process before 1 April each year, but they can be revised during the year if required.
41. The key indicators that will drive the capital budget decision making process will be those concerning affordability, as these measure the impact of capital investment decisions on the overall revenue budget and in particular the precept against the collection fund.
42. In setting or revising the prudential indicators the council is required to have regard to:
 - affordability e.g. implications for the precept;
 - prudence and sustainability e.g. implications for external borrowing;
 - value for money e.g. option appraisal;
 - stewardship of assets e.g. asset management planning;
 - service objectives e.g. strategic planning for the council;
 - practicality e.g. achievability of the forward plan.
43. Under the code, the head of finance as chief finance officer is responsible for ensuring that the council considers all relevant matters when setting or revising indicators through a report. The head of finance is also required to establish procedures to monitor performance against all forward-looking indicators; and report upon any significant deviations from forward forecasts with proposed actions.
44. **Appendix E** contains the recommended prudential indicators, which have been calculated based on the budget proposals. The head of finance is satisfied that these indicators show that the council's capital investment plans are affordable, prudent and sustainable.

The Medium Term Financial Plan (MTFP)

45. The MTFP provides a forward budget model for the next five years, and highlights the known estimated budget pressures for new responsibilities and changes in legislation, predicted investment and capital receipts.
46. **Appendix F.1** contains the MTFP for 2014/15 to 2018/19. This is a projection of the revenue budget up to 31 March 2019. The projection identifies budget pressures in later years and assumes that council approves all the budget proposals within this report. Officers have made no adjustments for the costs of contracts that will be re-let during this period. These could rise or fall depending on market conditions.
47. The MTFP identifies some significant challenges ahead for the council. It assumes that government grant funding will fall by 38 per cent from 2014/15 to 2018/19. This is only an estimate by officers, and the fall could be greater or less. It also incorporates assumptions on interest income, and other known pressures on the council, such as inflation and salary increments.
48. Estimates of future receipts of new homes bonus are shown in table 3 below, and are also included in the MTFP (detailed in row 39). In total the council is expected to have received in excess of £18.3 million during the MTFP period.
49. The element of the bonus that relates to the new homes bonus premium is ring-fenced to support the provision of additional affordable housing.

Table 3: New Homes Bonus

Year earned	Year of receipt				
	2014/15 budget £000	2015/16 indicative £000	2016/17 indicative £000	2017/18 indicative £000	2018/19 indicative £000
2011/12	452	452	452	0	0
2012/13	546	546	546	546	0
2013/14	376	376	376	376	376
2014/15	713	713	713	713	713
2015/16	0	748	748	748	748
2016/17	0	0	1,044	1,044	1,044
2017/18	0	0	0	1,085	1,085
2018/19	0	0	0	0	1,018
Total	2,087	2,835	3,879	4,512	4,984

50. Officers consider that any pressures in the period covered by the MTFP are manageable in light of the level of reserves and balances available to the council, particularly when combined with our ability to vary budgets and redirect funding in the later years of the plan. However, it is expected that further savings may be required to balance the budget in future years, and this represents a significant challenge. Management team are already looking at ways in which the budget requirement in future years can be managed without continual calls upon the council's reserves. A summary of the councils earmarked reserves over the life of the MTFP is attached at **appendix F.2**.

The robustness of the estimates and the adequacy of reserves

51. The Local Government Act 2003 places a duty on the chief finance officer (i.e. the head of finance) to report on the robustness of the estimates and the adequacy of reserves. The council must have regard to this report when making decisions about the setting of the budget.
52. The construction of the budget has been managed by qualified accountants and has been subject to challenge, specifically by strategic management board, , head of finance, other heads of service and cabinet members. Informal meetings of cabinet have considered the budget, and a briefing has been given to the council's scrutiny committee members. In view of the process undertaken and his own knowledge of the budget, the head of finance is satisfied that the budget is both prudent and robust.
53. The head of finance is satisfied that this allows retention of sufficient uncommitted balances at the end of the period to ensure that the overall level of reserves is adequate in relation to the proposed revenue budget and capital programme and that the budgets are sustainable.
54. The head of finance's full report will be available at full council.

Legal Implications

55. The cabinet needs to make recommendations to the council on its spending proposals. Under the Local Government Act 2000 it is the council that must agree the revenue and capital spending plans, and then set the council tax. Council will meet on 19 February 2014 in order to set the budget, and the council tax (including amounts set by Oxfordshire County Council and the Police and Crime Commissioner for Thames Valley).
56. The requirement placed on the council by the Local Government Act 2003 to set prudential indicators and for the head of finance as chief finance officer to make a report to the authority on the robustness of the estimates and the adequacy of reserves are addressed within the body of this report.

Other Implications

57. Agreement of the revenue and capital budgets authorises expenditure in accordance with the council's delegated powers and financial procedure rules. The officer, councillor or councillor body taking those decisions will take into account the human resources, sustainability and equality and diversity implications of individual spending decisions.

Conclusion

58. This report provides details of the revenue base budget for 2014/15, the capital programme 2014/15 to 2018/19, government grants (the settlement), uncommitted reserves and balances, the leader of the council's budget proposals and the resulting prudential indicators.
59. In light of the information provided cabinet must make a number of recommendations to council regarding the revenue budget, the capital programme and the prudential indicators.

Appendices

Appendix A.1	revenue budget 2014/15
Appendix A.2	opening budget adjustments
Appendix A.3	operational reorganisations
Appendix A.4	inflation, salary increments and other salary adjustments
Appendix A.5	essential growth
Appendix A.6	base budget savings
Appendix A.7	revenue contingency
Appendix B	revenue growth
Appendix C	service budget analysis
Appendix D.1	capital programme before growth
Appendix D.2	capital growth bids
Appendix E	prudential indicators
Appendix F.1	medium term financial plan
Appendix F.2	earmarked reserves 2014/15 to 2018/19

Background Papers

- Provisional settlement figures (December 2013)
- Council tax base 2014/15 – cabinet 6 December 2013, council 11 December 2013
- Council tax reduction scheme grant for town and parish councils – cabinet 6 December 2013, council 11 December 2013
- Treasury Management Strategy – cabinet 7 February 2013, council 19 February 2014

Vale of White Horse DC - revenue budget summary 2014/15

	2013/14 Budget	2014/15 Base	Appendix Ref:
Opening base budget			
Base service budgets 2013/14	13,366,746	13,366,746	
Contingency	202,020	202,020	
Managed vacancy factor	(155,815)	(155,815)	
Total opening base budget	13,412,951	13,412,951	
Revisions to base budget			
Opening budget adjustments		(269,922)	Appendix A.2
Additions to the base budget:			
Operational reorganisations		37,112	Appendix A.3
Inflation, salary increments and other salary adjustments		302,816	Appendix A.4
Essential growth - one-off		525,017	
Essential growth - ongoing		404,353	Appendix A.5
Deductions from the base budget:			
Base budget savings		(2,051,624)	
Office accommodation savings		(228,000)	Appendix A.6
Other changes to corporate base budgets:			
Movement in managed vacancy factor		(2,443)	
Additional revenue contingency		215,680	Appendix A.7
Changes in property budgets included in ** below		(188,786)	
Total revised base budget	13,412,951	12,157,154	
Growth, savings and other budget adjustments			
Growth proposals			
Revenue - one-off		848,200	
Revenue - ongoing		213,838	Appendix B
Capital (revenue consequences of)		(7,000)	Appendix D.2
Other budget adjustments			
Net cost of services	13,412,951	13,212,192	
Net property income**	(1,279,758)	(1,090,972)	
Gross treasury income	(355,500)	(355,500)	
Net expenditure	11,777,693	11,765,720	
Funding from reserves			
New homes bonus	(1,373,954)	(2,086,928)	
New homes bonus 2011/12	(451,595)	(451,595)	
New homes bonus 2012/13	(546,050)	(546,050)	
New homes bonus 2013/14	(376,309)	(376,309)	
New homes bonus 2014/15	0	(712,974)	
Council tax freeze grant 2013/14	(53,636)	0	
Council tax freeze grant 2014/15	0	(54,425)	
Efficiency support for services in sparse areas	(20,563)	0	
Transfers to/from earmarked reserves	1,158,954	2,006,928	
Special purposes	105,000	20,000	
Local Development Framework	(200,000)	0	
New homes bonus 2011/12	451,595	451,595	
New homes bonus 2012/13	546,050	546,050	
New homes bonus 2013/14	376,309	376,309	
New homes bonus 2014/15	0	712,974	
NHB - Area grant funding	(100,000)	(100,000)	
Self-Insurance reserve	(20,000)	0	
Budget funding requirement before use of General fund balances	11,488,494	11,631,296	
Contribution to/from general fund balances	(1,148,377)	(1,732,085)	
Budget funding requirement	10,340,117	9,899,211	Appendix C
Funded by:			
Settlement funding assessment	(5,182,595)	(4,537,887)	
Business rates retention scheme	(2,070,455)	(2,110,768)	
RSG	(2,472,762)	(2,427,119)	
Less - Parish share of council tax support grant	200,742	160,593	
+ / - estimated NNDR over/under collection	155,283	158,308	
Collection fund (surplus)/deficit	(149,903)	(237,745)	
Council tax requirement	(5,363,644)	(5,442,480)	
Total Funding	(14,883,334)	(14,437,098)	
Council tax yield required	5,363,644	5,442,480	

Vale of White Horse DC - 2014/15 budget build changes

Opening budget adjustments

Year of bid	Summary	Spending profile:				
		2014/15 £	2015/16 £	2016/17 £	2017/18 £	2018/19 £
Deletion and adjustments to previously agreed one-off growth						
CORPORATE MANAGEMENT TEAM						
2013/14	Enterprise zone - financial software	(9,000)	(9,000)	(9,000)	(9,000)	(10,800)
		(9,000)	(9,000)	(9,000)	(9,000)	(10,800)
CORPORATE STRATEGY & WASTE						
2013/14	Joint membership of green deal community interest company	(17,500)	(17,500)	(17,500)	(17,500)	(17,500)
2013/14	NHB - area grants	(100,000)	(100,000)	(100,000)	(100,000)	(100,000)
2013/14	Reduction in income from recycling credits	50,000	100,000	150,000	200,000	200,000
		(67,500)	(17,500)	32,500	82,500	82,500
ECONOMY LEISURE AND PROPERTY						
2013/14	Go Active project	(11,990)	(36,540)	(36,540)	(36,540)	(36,540)
2013/14	Property consultancy fees	(25,000)	(25,000)	(25,000)	(25,000)	(25,000)
2013/14	Scanning of deed packets	(8,000)	(16,000)	(16,000)	(16,000)	(16,000)
2013/14	Student to help with flooding	(6,000)	(13,000)	(13,000)	(13,000)	(13,000)
2013/14	Strategic property technical support	(9,000)	(9,000)	(9,000)	(9,000)	(9,000)
2013/14	Additional leisure staff 5 years	0	0	0	(19,990)	(19,990)
2011/12	Supporting Community Flood Groups	(10,000)	(10,000)	(10,000)	(10,000)	(10,000)
2013/14	Civic hall one-off element of ongoing growth	(26,000)	(26,000)	(26,000)	(26,000)	(26,000)
2013/14	Leisure consultancy support	(10,500)	(14,990)	(14,990)	(14,990)	(14,990)
		(106,490)	(150,530)	(150,530)	(170,520)	(170,520)

Vale of White Horse DC - 2014/15 budget build changes

Opening budget adjustments

Year of bid	Summary	Spending profile:				
		2014/15 £	2015/16 £	2016/17 £	2017/18 £	2018/19 £
HEALTH & HOUSING						
2013/14	Didcot and Science vale	0	0	0	0	(42,540)
2013/14	Implementation of new housing allocations policy	(2,000)	(2,000)	(2,000)	(2,000)	(2,000)
2013/14	Extension of fixed term contract, lettings officer	(16,750)	(16,750)	(16,750)	(16,750)	(16,750)
		(18,750)	(18,750)	(18,750)	(18,750)	(61,290)
HR, IT & CUSTOMER SERVICES						
2011/12	Delete one IT support role	27,000	(40,000)	(40,000)	(40,000)	(40,000)
2013/14	Temp resource for Geographic data capture	(27,000)	(27,000)	(27,000)	(27,000)	(27,000)
2013/14	Enabling mobile websites	(10,000)	(10,000)	(10,000)	(10,000)	(10,000)
		(10,000)	(77,000)	(77,000)	(77,000)	(77,000)
LEGAL & DEMOCRATIC						
2013/14	Land charges data capture project	(20,460)	(20,460)	(20,460)	(20,460)	(20,460)
2012/13	External legal fees re Leisure management contract	(7,500)	(12,500)	(12,500)	(12,500)	(12,500)
		(27,960)	(32,960)	(32,960)	(32,960)	(32,960)
PLANNING						
2013/14	Up to date aerial photographs	(10,000)	(10,000)	(10,000)	(10,000)	(10,000)
2011/12	Staff training (DC11)	(4,000)	(4,000)	(4,000)	(4,000)	(4,000)
2013/14	Neighbourhood Planning Officer	(36,000)	(36,000)	(36,000)	(36,000)	(36,000)
2013/14	Increase in major apps income (one-off)	50,000	50,000	50,000	50,000	50,000
		0	0	0	0	0
Total one-off growth adjustments		(239,700)	(305,740)	(255,740)	(225,730)	(270,070)

Vale of White Horse DC - 2014/15 budget build changes
Opening budget adjustments

Year of bid	Summary	Spending profile:				
		2014/15 £	2015/16 £	2016/17 £	2017/18 £	2018/19 £
Other changes						
CORPORATE STRATEGY & WASTE						
2013/14	Dog bin increase charges	(8,000)	(8,000)	(8,000)	(8,000)	(8,000)
2013/14	CAA Bi annual	(24,000)	0	(24,000)	0	(24,000)
2014/15	Community right to bid 14/15	(7,855)	0	0	0	0
2014/15	Community right to challenge 14/15	(8,547)	0	0	0	0
		(48,402)	(8,000)	(32,000)	(8,000)	(32,000)
ECONOMY LEISURE AND PROPERTY						
2010/11	Increase in utility variation payable to SOLL	3,180	3,180	3,180	3,180	3,180
		3,180	3,180	3,180	3,180	3,180
FINANCE						
2014/15	Actuarial Fees	15,000	0	0	15,000	0
		15,000	0	0	15,000	0
PLANNING						
2011/12	On-line planning	0	(5,000)	(5,000)	(5,000)	(5,000)
		0	(5,000)	(5,000)	(5,000)	(5,000)
Total other changes		(30,222)	(9,820)	(33,820)	5,180	(33,820)
GRAND TOTAL		(269,922)	(315,560)	(289,560)	(220,550)	(303,890)

Vale of White Horse DC - 2014/15 budget build changes

Operational restructures

Item		2014/15 £	2015/16 £	2016/17 £	2017/18 £	2018/19 £
ECONOMY, LEISURE AND PROPERTY						
1	Civic Hall in Wantage - increased income resulting from restructure of business	(20,000)	(20,000)	(20,000)	(20,000)	(20,000)
		(20,000)	(20,000)	(20,000)	(20,000)	(20,000)
HR, IT & CUSTOMER						
2	Restructure of HR and Projects & Performanace Teams	(135,094)	(135,094)	(135,094)	(135,094)	(135,094)
		(135,094)	(135,094)	(135,094)	(135,094)	(135,094)
PLANNING						
3	Restructure of planning	92,206	92,206	92,206	92,206	92,206
		92,206	92,206	92,206	92,206	92,206
CONTINGENCY						
4	Fit for the future savings budgeted within contingency - released to services as part of the budget build	100,000	100,000	100,000	100,000	100,000
		100,000	100,000	100,000	100,000	100,000
Overall total		37,112	37,112	37,112	37,112	37,112

Vale of White Horse DC - 2014/15 budget build changes
Inflation, salary increments and other salary adjustments

Detail	Spending profile:				
	2014/15 £	2015/16 £	2016/17 £	2017/18 £	2018/19 £
ALL SERVICES					
Salary inflation	183,111	369,884	560,392	754,711	952,915
Salary increments	62,984	127,227	192,756	259,595	327,770
Other salary adjustments	30,245	30,245	30,245	30,245	30,245
Other inflation	26,477	143,484	262,831	384,565	508,734
Grand total	302,816	670,840	1,046,224	1,429,115	1,819,664

No	Title of bid	Summary	One-off/ ongoing	Spending profile:					
				2014/15 £	2015/16 £	2016/17 £	2017/18 £	2018/19 £	
CORPORATE STRATEGY AND WASTE									
CORRVE1	Waste contract - increase in new properties in 2014/15	Best estimate based on the last three years for big housing developments - 250 properties	Ongoing	13,590	27,180	40,770	54,360	67,950	
				13,590	27,180	40,770	54,360	67,950	
ECONOMY, LEISURE AND PROPERTY									
ELPRVE1	Leisure development officer	Continuation of the leisure development officer post in fulfilment of 18 month initial fixed-term contract. The post holder started in September 2013 and is focussing on the preferred option for the new leisure facility in Wantage/Grove to meet the leisure needs of the area's expanding population. We will review the ongoing need for this shared post and decide on any future role for the post.	One-off	15,785	0	0	0	0	
ELPRVE2	Reduction in rental income from EMCOR House during void period	There will be a reduction in rent income from EMCOR House during the void period after the lease expires in September 2014. It is assumed that a new tenant will be found quickly and a new lease will commence in April 2015 so the void period should only be six months. The actual reduction in rent is £75,000 but the growth bid represents a balancing charge, as the base income was understated.	One-off	13,232	0	0	0	0	
ELPRVE3	Reduction in rental income from investment properties	The Vale Council is in the process of reviewing Napier Court in Abingdon and could sell depending on outcome of some environmental survey work that is being done. Old Abbey House in Abingdon is to be disposed of. This will result in the council receiving no rental income from the date of vacant possession of each property.	Ongoing	193,833	193,833	193,833	193,833	193,833	
ELPRVE4	Excess charges	Reduction in excess charge for payers within ten days of notice from £50 to £40	Ongoing	30,000	30,000	30,000	30,000	30,000	
				252,850	223,833	223,833	223,833	223,833	

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No	Title of bid	Summary	One-off/ ongoing	Spending profile:					
				2014/15 £	2015/16 £	2016/17 £	2017/18 £	2018/19 £	
FINANCE									
FINRVE1	Reduction in Benefits Admin grant	Admin grant has reduced in recent years. No certainty over allocations for 2014/15 or beyond but best guess of amounts receivable for next year is £500k (£529,720 in 13/14 OB)	Ongoing	25,690	25,690	25,690	25,690	25,690	
				25,690	25,690	25,690	25,690	25,690	

HR, IT & CUSTOMER SERVICES									
HICRVE1	Pension hidden costs	To meet hidden pensions cost liabilities in accordance with proper accounting practice, the amounts quoted here are required to increase the current year's base budget of £230,000, based on current known liabilities.	One-off	56,000	9,000	0	0	0	
HICRV - 2	New IT Infrastructure	Capital investment in new IT infrastructure is likely to lead to increased revenue costs in order to maintain the systems properly throughout their life. Actual figure is unknown, so I have estimated based on industry standard of approximately 20% of capital purchase price.	Ongoing	90,000	90,000	90,000	90,000	90,000	
				146,000	99,000	90,000	90,000	90,000	

LEGAL AND DEMOCRATIC									
LEGRVE1	2015 district council elections	To cover the district council cost of delivery of parliamentary, district and parish council elections in May 2015 - poll cards, postage and stationery for the 2015 elections. Government funding will cover half of the anticipated £40,000 costs.	One-off	20,000	0	0	0	0	
LEGRVE2	2015 district council elections	To cover the district council cost of delivery of parliamentary, district and parish council elections in May 2015 - staff, room hire, printing, postage. The bid covers the anticipated district council element - government funding and income from parish council recharges will also contribute to the overall costs.	One-off	0	100,000	0	0	0	
LEGRVE3	Legal services budget	External legal services budget for specific areas of expertise	Ongoing	51,240	51,240	51,240	51,240	51,240	
				71,240	151,240	51,240	51,240	51,240	

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No	Title of bid	Summary	One-off/ ongoing	Spending profile:				
				2014/15 £	2015/16 £	2016/17 £	2017/18 £	2018/19 £
PLANNING								
PLARVE1	Vale Local Plan Part 1	Includes legals, study updates, payment of inspector and our experts (retail/HNA/FRA etc). £50,000 increase in the next two years to cover increased number of strategic sites to meet objectively assessed SHMA need.	One-off	150,000	50,000	0	0	0
PLARVE2	CIL examination	Includes legals, payment of inspector and our experts (viability) (these costs can be part of 5% administration costs set out in charge schedule)	One-off	20,000	0	0	0	0
PLARVE3	Neighbourhood plan referendums and examinations	Includes adverts, payment of examiner, experts and referendum (£5k) x 2 (Faringdon and Drayton or Longworth?) (this can be part funded from income from Govt). Provisional sum dependant on Government Grants	One-off	35,000	0	0	0	0
PLARVE4	Master Planning & SPD Work for strategic sites	External support required to assist in bringing two large/important strategic sites forward.	One-off	100,000	100,000	0	0	0
PLARVE5	Area Action Planning	Joint AAP for Didcot and land to the west (50% of total cost). Includes Examination costs, Legal support and background studies.	One-off	75,000	50,000	0	0	0
PLARVE6	Section 106	A major project to overhaul the way in which we identify and evidence infrastructure requirements, engage with communities, carry out viability assessments, negotiate with developers, complete s106 agreements, and manage income and expenditure is commencing. We need a range of external expertise for this project, which is estimated at £40k per council	One-off	40,000	0	0	0	0
				420,000	200,000	0	0	0
TOTAL ESSENTIAL REVENUE GROWTH BIDS				929,370	726,943	431,533	445,123	458,713

Vale of White Horse DC - 2014/15 budget build changes

Base budget savings

Item		One-off / ongoing	2014/15 £	2015/16 £	2016/17 £	2017/18 £	2018/19 £
CORPORATE MANAGEMENT TEAM							
1	Enterprise zone NNDR calculation software saving	Ongoing	(800)	(800)	(800)	(800)	(800)
			(800)	(800)	(800)	(800)	(800)

CORPORATE STRATEGY							
2	Waste contract budget - release of budget no longer required	Ongoing	(332,348)	(332,348)	(332,348)	(332,348)	(332,348)
3	Increase in recycling income from brown bins and recycling credits	Ongoing	(89,421)	(89,421)	(89,421)	(89,421)	(89,421)
4	Savings on OWP membership	Ongoing	(10,500)	(10,500)	(10,500)	(10,500)	(10,500)
5	Savings on grounds maintenance	Ongoing	(10,000)	(10,000)	(10,000)	(10,000)	(10,000)
6	Other budget savings across service	Ongoing	(2,542)	(2,542)	(2,542)	(2,542)	(2,542)
			(444,811)	(444,811)	(444,811)	(444,811)	(444,811)

Vale of White Horse DC - 2014/15 budget build changes

Base budget savings

Item		One-off / ongoing	2014/15 £	2015/16 £	2016/17 £	2017/18 £	2018/19 £
ECONOMY, LEISURE AND PROPERTY							
7	Choose Abingdon partnership budget	Ongoing	(15,000)	(15,000)	(15,000)	(15,000)	(15,000)
8	General property rent increase	Ongoing	(26,000)	(26,000)	(26,000)	(26,000)	(26,000)
9	Excess parking charges - increase in issued charges	Ongoing	(48,460)	(48,460)	(48,460)	(48,460)	(48,460)
10	Reduction in costs relating to public conveniences due to capital works	Ongoing	(38,107)	(38,107)	(38,107)	(38,107)	(38,107)
11	Lease of Tilsley park from September 2014	Ongoing	(129,754)	(220,754)	(220,754)	(220,754)	(220,754)
12	Other new leisure contract savings from September 2014	Ongoing	(237,411)	(497,411)	(497,411)	(497,411)	(497,411)
13	NNDR savings across car parks and facilities	Ongoing	(28,134)	(28,134)	(28,134)	(28,134)	(28,134)
14	Other budget savings across service	Ongoing	(23,334)	(23,334)	(23,334)	(23,334)	(23,334)
			(546,200)	(897,200)	(897,200)	(897,200)	(897,200)

Vale of White Horse DC - 2014/15 budget build changes

Base budget savings

Item		One-off / ongoing	2014/15 £	2015/16 £	2016/17 £	2017/18 £	2018/19 £
FINANCE							
15	Reduction in additional administration grant element payable to financial services contractor from 2013/14 base levels	Ongoing	(18,270)	(18,270)	(18,270)	(18,270)	(18,270)
16	Reduction in housing benefit budgets	Ongoing	(179,560)	(179,560)	(179,560)	(179,560)	(179,560)
17	Reduction in main (ie non-grant certification) external audit fees	Ongoing	(24,230)	(24,230)	(24,230)	(24,230)	(24,230)
18	Other budget savings across service	Ongoing	(18,200)	(18,200)	(18,200)	(18,200)	(18,200)
			(240,260)	(240,260)	(240,260)	(240,260)	(240,260)
HEALTH & HOUSING							
19	Increase in income from food safety courses	Ongoing	(8,546)	(8,546)	(8,546)	(8,546)	(8,546)
20	Temporary accommodation rental income, budget adjusted to reflect actual revenue streams	Ongoing	(85,000)	(85,000)	(85,000)	(85,000)	(85,000)
21	Other budget savings across service	Ongoing	(19,239)	(19,239)	(19,239)	(19,239)	(19,239)
			(112,785)	(112,785)	(112,785)	(112,785)	(112,785)

Vale of White Horse DC - 2014/15 budget build changes

Base budget savings

Item		One-off / ongoing	2014/15 £	2015/16 £	2016/17 £	2017/18 £	2018/19 £
HR, IT & CUSTOMER							
22	Redundancy costs no longer required	One-off	(40,000)	0	0	0	0
23	Other budget savings across service	Ongoing	(4,370)	(4,370)	(4,370)	(4,370)	(4,370)
			(44,370)	(4,370)	(4,370)	(4,370)	(4,370)

LEGAL AND DEMOCRATIC							
24	Members allowance and committee costs - release of budgets no longer required	Ongoing	(21,167)	(21,167)	(21,167)	(21,167)	(21,167)
25	Other budget savings across service	Ongoing	(26,221)	(26,221)	(26,221)	(26,221)	(26,221)
			(47,388)	(47,388)	(47,388)	(47,388)	(47,388)

PLANNING							
26	Reduction in budget for postage and computer software maintenance	Ongoing	(5,600)	(5,600)	(5,600)	(5,600)	(5,600)
27	Expected increase in planning income 2014/15	One-off	(544,410)	0	0	0	0
			(550,010)	(5,600)	(5,600)	(5,600)	(5,600)

Vale of White Horse DC - 2014/15 budget build changes

Base budget savings

Item		One-off / ongoing	2014/15 £	2015/16 £	2016/17 £	2017/18 £	2018/19 £
CONTINGENCY							
28	Reduced income from temporary accommodation	Ongoing	(35,000)	(35,000)	(35,000)	(35,000)	(35,000)
29	Benefit cap leading to potential cuts in charges for temporary accommodation	Ongoing	(30,000)	(30,000)	(30,000)	(30,000)	(30,000)
			(65,000)	(65,000)	(65,000)	(65,000)	(65,000)
Overall total			(2,051,624)	(1,818,214)	(1,818,214)	(1,818,214)	(1,818,214)

Vale of White Horse DC - 2014/15 budget build changes
Contingency

SUMMARY				Provision 2014/15 £	
Revenue contingency 2013/14				202,020	
Movement 2013/14-2014/15					
Unused specific budget release				12,700	
General contingency Bfwd				214,720	
Uplift to contingency provision 2014/15				215,680	
Total revenue contingency budget 2014/15				430,400	
DETAIL			Worst case liability (£)	Probability (%)	Provision 2014/15 £
			£	%	£
ALL SERVICES					
1	General contingency		N/A	100	150,000
2	Office move - staff travel costs		N/A	100	25,000
					175,000
CORPORATE STRATEGY					
2	Waste contract inflation costs		123,000	10	12,300
					12,300
ECONOMY, LEISURE AND PROPERTY					
4	Sport and activity officer		36,000	10	3,600
					3,600
FINANCE					
5	Capita P&P - council tax		18,000	100	18,000
6	Capita P&P - benefits		160,000	100	160,000
					178,000
HEALTH & HOUSING					
8	Homelessness Preventions payments		85,000	25	21,250
9	Environmental Health - Various budgets for consultants and equipment.		27,000	25	6,750
					28,000
LEGAL AND DEMOCRATIC					
10	External legal costs for leisure management contract and Didcot Leisure facility		25,000	50	12,500
13	Other external legal costs		60,000	25	15,000
14	By-elections		14,000	25	3,500
15	Code of conduct investigations		10,000	25	2,500
					33,500
Overall total					430,400

Vale of White Horse DC - 2014/15 revenue growth bids

No	Title of bid	Summary	Spending profile:				
			2014/15 £	2015/16 £	2016/17 £	2017/18 £	2018/19 £
One-off growth bids							
CORPORATE MANAGEMENT TEAM							
CMTRV - 1	Corporate services contract renewal	Corporate Services Contract renewal preliminary advice.	15,000	25,000	10,000	0	0
			15,000	25,000	10,000	0	0
CORPORATE STRATEGY AND WASTE							
CORRV - 1	New homes bonus funding	Continuation of New Homes Bonus funding for revenue grants for a second year	100,000	0	0	0	0
CORRV-2	Thrupp Lake / Abbey Fishponds	This bid is to support the Earth Trust over the next three years as they develop Thrupp Lake. This bid is for additional grant aid support to be available to Earth Trust as a safety net. Supporting Thrupp Lake gives Earth Trust time to develop the visitor centre and for the Vale to find a permanent solution for Abbey Fishponds.	10,000	20,000	15,000	0	0
			110,000	20,000	15,000	0	0
ECONOMY, LEISURE AND PROPERTY							
ELPRV - 1	Strategic property technical assistant	Continuation of the strategic property technical assistant post for two years. The creation of this post is enabling significant improvements to the quality and extent of property data held in the new Techforge asset management system. Also, the postholder deals with all Agresso tasks for the team, which has released resources to undertake a regime of necessary ongoing property inspections, particularly relating to health and safety.	9,200	9,200	0	0	0
ELPRV - 2	Choose Abingdon Partnership	Funding for the Choose Abingdon Partnership.	15,000	0	0	0	0

Vale of White Horse DC - 2014/15 revenue growth bids

No	Title of bid	Summary	Spending profile:				
			2014/15 £	2015/16 £	2016/17 £	2017/18 £	2018/19 £
ECONOMY, LEISURE AND PROPERTY CONTINUED							
ELPRV - 3	Market town support Faringdon and Wantage	Market town support for Faringdon and Wantage. Significant impact has been made in the two towns through the externally received High Street Innovation Funding over the last year and the benefits of having co-ordinators "on the ground" in the towns has been extremely valuable. The bid is for continuation of these posts and project funding - Faringdon: £18,000 (salary) + £2,000 projects and Wantage: £24,000 (salaries) + £2,000 projects. Contributions would also be sought towards costs from the Joint Economic Forums/town councils/business partnerships.	46,000	0	0	0	0
ELPRV - 4	Civil parking enforcement	Civil parking enforcement or 'decriminalised parking' is a project to take on the responsibility from the Police for parking on the street. Initial discussions at South with the town councils has shown a keenness for this to be explored and further meeting for South is planned for early 2014. Town councils in the Vale are also voicing concerns over lack of enforcement in the towns. The county council will need to lead on the application to government to provide the powers to carry out the enforcement. If all agree to take this forward then costs will be incurred to provide more detailed project planning and feasibility studies. From agreement to implementation, the project is likely to take at least 18 months. This is dependant on South and Cherwell District Council	15,000	0	0	0	0
ELPRV - 5	Wantage - grove leisure centre	The construction of a new build leisure centre for Wantage/ Grove - initial funding for feasibility work in order to determine the anticipated total outturn project costs and associated programme.	150,000				
			235,200	9,200	0	0	0

Vale of White Horse DC - 2014/15 revenue growth bids

No	Title of bid	Summary	Spending profile:				
			2014/15 £	2015/16 £	2016/17 £	2017/18 £	2018/19 £
HR, IT & CUSTOMER SERVICES							
HICR - 1	Training	To deliver training courses highlighted as corporate priorities in addition to our 'business as usual' training. These additional courses include; 1) all employees to receive compulsory 'compliance training' 2) The continuation of Mastering Management for existing managers and for new managers 3) a contribution from the training budget to support the High Performing Teams work. If the growth bid is not approved, either the training budget will almost certainly be overspent by a minimum of 25%, or we will need to make a decision not to deliver all the commitments listed above.	25,000	0	0	0	0
			25,000	0	0	0	0
LEGAL AND DEMOCRATIC							
LEGRV - 1	Costs of parish community review	Required to cover additional costs arising from parish community governance review to cover external legal support to provide advice and assist with the drafting of the orders and Capita's costs arising from the transfer of properties from one parish to another.	17,000	0	0	0	0
LEGRV - 2	Funding for Community Safety Partnership (CSP)	Police and Crime Commissioner is in process of agreeing three year funding for CSP; we anticipate an approx 10% reduction. Oxfordshire County Council (OCC) have indicated that they will not continue to "top up" the funding to home office level next year. Worst case presented i.e. CSP staff would need to be council funded 100% if the CSP only receives a small PCC grant. It is possible that this funding may not be required until 2015/16.	8,000	0	0	0	0
			25,000	0	0	0	0

Vale of White Horse DC - 2014/15 revenue growth bids

No	Title of bid	Summary	Spending profile:				
			2014/15 £	2015/16 £	2016/17 £	2017/18 £	2018/19 £
PLANNING							
PLARV - 1	Community Engagement and Development - working with town and parishes	Additional resource over three years to work with Town & Parish Councils to secure S106 contributions and help deliver infrastructure to accelerate housing growth. (£22,500 potential capacity funding for year 2014/15 subject to Govt agreement). If can't secure government funding, net cost to council will be £22,500 higher in 2014/15. In the short term (two years) additional resource to undertake additional consultation and communication with the local community on neighbourhood planning, policy documents, urban design/master plans and CIL consultations. Capacity not available to maintain existing community engagement with this extra demand.	48,000	70,500	48,000	0	0
PLARV - 2	Section 106 strategic review	A major project to overhaul the way in which we identify and evidence infrastructure requirements, engage with communities, carry out viability assessments, negotiate with developers, complete s106 agreements, and manage income and expenditure is commencing	40,000	0	0	0	0
PLARV - 3	Community Infrastructure Levy /S106	To progress CIL and complete S106 background work required to support CIL. Develop charging schedule. South & Vale progressing CIL at same time no capacity to deliver required work, so temporary post required for 2yrs. (Shared post 20:80 and can recover costs) excess income funded Complete updating of all s106 agreements and obligations, protocols and ensure operational. temporary posts 50:50 (excess income funded).	60,000	38,400	0	0	0
PLARV - 4	Major Applications	Resources to help deal with the volume of major planning applications and pre-apps which is being sustained and likely to create follow-up work through reserved matters, condition discharge and amendments - several years work required hence 3yrs funded post from excess planning fee income	203,000	203,000	203,000	0	0
PLARV - 5	Planning applications and pre-application advice	Resources to support SPIP and increased workload as part of our secretarial role this year, and 2xFTE G3/4 DM to deal with increased planning apps and pre-apps workload. This is likely to be sustained until 2015. Temp for 3years using excess planning fee income.	87,000	58,000	58,000	0	0
			438,000	369,900	309,000	0	0
Total one-off			848,200	424,100	334,000	0	0

Vale of White Horse DC - 2014/15 revenue growth bids

No	Title of bid	Summary	Spending profile:				
			2014/15 £	2015/16 £	2016/17 £	2017/18 £	2018/19 £
Ongoing growth bids							
CORPORATE STRATEGY AND WASTE							
CORRV - 2	Retain garden waste service at current price	The bid is to maintain the service at a cost of £37 rather than increasing it by 3%	22,260	22,260	22,260	22,260	22,260
			22,260	22,260	22,260	22,260	22,260
HEALTH AND HOUSING							
HAHR -1	Housing officer	1 FTE at scale 5 to assist with increasing demand for housing advice/homelessness.	17,183	17,183	17,183	17,183	17,183
			17,183	17,183	17,183	17,183	17,183
LEGAL AND DEMOCRATIC							
LEGRV - 3	Additional 0.49 FTE solicitors post	Continuation of additional resource for the property and contracts team. Request that this continues, estimated additional cost £15,000 pa split 75% Vale and 25% South in year one and then 50/50 for future years	11,528	5,105	5,105	5,105	5,105
LEGRV - 4	Restructure of democratic and electoral teams	Restructure of democratic and electoral services	62,867	58,830	54,792	54,792	54,792
			74,395	63,935	59,897	59,897	59,897

Vale of White Horse DC - 2014/15 revenue growth bids

No	Title of bid	Summary	Spending profile:					
			2014/15 £	2015/16 £	2016/17 £	2017/18 £	2018/19 £	
PLANNING								
PLARV - 6	Joint planning policy work	Securing a project lead (team leader) with a new team of three staff (some existing staff) as a shared team to focus on cross boundary and key strategic policy development 0.5FTE x G8 (can recruit now with backfill from current recruitment round) 50:50 S&V. This could have capacity funding available 2013/14 and potentially in 2014/15 subject to delevering outcomes including feasibility and option development work required to evidence base the case for significant investment in Didcot rail access from 2018.	85,000	85,000	109,000	109,000	109,000	
PLARV - 7	Planning Enforcement	To respond to increased work (approx 20%) following major developments and the work created by the new permitted development regime, additional resource required.	15,000	15,000	15,000	15,000	15,000	
			100,000	100,000	124,000	124,000	124,000	
	Total ongoing		213,838	203,378	223,340	223,340	223,340	
	GRAND TOTAL		1,062,038	627,478	557,340	223,340	223,340	

Vale of White Horse DC Service budget analysis 2014/15

Budget head	Final Budget £
Corporate management team	401,413
Corporate strategy	4,410,251
Economy leisure & property	962,133
Finance	1,986,468
Health & housing	1,219,483
Human resources, IT & customer services	1,694,580
Legal & democratic services	1,055,109
Planning	1,210,614
Contingency	430,400
Managed Vacancy Factor	(158,258)
Net cost of delivering services	13,212,193
Net property income	(1,090,972)
Gross treasury income	(355,500)
Net expenditure	11,765,721
Government grant funding:	
Council tax freeze grant	(54,425)
New Homes Bonus	(2,086,928)
Transfer to reserves	
New Homes Bonus	2,086,928
Election equalisation reserve	40,000
Funding from existing resources:	
Election equalisation reserve	(20,000)
New Homes Bonus - Area grant funding	(100,000)
Contribution to/from General fund balances	(1,732,085)
Budget funding requirement	9,899,211

VALE OF WHITE HORSE DISTRICT COUNCIL
CAPITAL PROGRAMME TO 31 MARCH 2019 LAST UPDATED 27 JANUARY 2014

	Spend to 31/03/13	2013/14 Original Budget £'000	2013/14 Working Budget £'000	2014/15 Proposed £'000	2015/16 Proposed £'000	2016/17 Proposed £'000	2017/18 Proposed £'000	2018/19 Proposed £'000
APPROVED PROGRAMME								
Corporate Management Team	0	100	88	200	200	0	0	0
Corporate Strategy	181	162	296	162	162	162	162	162
Economy, Leisure and Property	732	3,040	1,386	2,571	296	45	45	45
Finance	8	0	4	2	0	0	0	0
HR, IT and Customer Services	179	404	39	451	0	0	0	0
Housing and Health	925	1,750	1,445	1,539	940	940	940	940
Legal and Democratic Services	83	64	24	61	15	15	0	0
Planning	207	111	215	95	0	0	0	0
TOTAL APPROVED PROGRAMME	2,315	5,631	3,497	5,081	1,613	1,162	1,147	1,147
GRAND TOTAL	2,315	5,631	3,497	5,081	1,613	1,162	1,147	1,147

Cumulative Total Budget

13,647

CAPITAL FINANCING								
YA24	Dean Court Social Club insurance claim	190	346					
YC15	Public arts projects funded by developer contributions	88	17	57				
YC31	Wantage Civic Hall Capital Works, funded from developer contribution	55	0	55				
YC33	Wantage Leisure Facilities, funded from developer contribution	46	0	46				
YC34	Chilton Public Art, funded from developer contribution	20	5	78				
YC35	Great Western Park public art, funded from developer contribution	14	3	25				
YC36	Abingdon Heritage Trail (Heritage Lottery, Abingdon Town Council and Choose Abingdon P/ship funded)	0	14					
YC37	Marlborough Gardens Play Area, funded from developer contribution		15					
YH01	Support development of social housing, funded from developer contributions	305	0	305				
YH05	Mandatory Disabled Facilities Grants, government funding	510	515	523	523	523	523	523
YP05	Electronic delivery of planning service PDG		0	22				
YP06	Cyclepath Willow Walk, funded from developer contribution		48					
	Balance from capital receipts	4,403	2,534	3,970	1,090	639	624	624
GRAND TOTAL		5,631	3,497	5,081	1,613	1,162	1,147	1,147
B7402	Capital receipts b/f from previous year	6,355	6,355	5,457	5,037	4,372	17,183	16,559
	projected increase in capital receipts in year	2,735	1,636	3,550	425	13,450	0	0
	capital receipt balance to c/f	4,687	5,457	5,037	4,372	17,183	16,559	15,935

GENERAL NOTES

(1) The 2013/14 Working Budget figures include:

- unspent provision slipped from 2012/13;
- budget provision for schemes approved since the original budget was set;
- reductions for schemes that are no longer progressing or which overspent in 2012/13 and
- transfers to 2014/15 where schemes are not expected to complete in 2013/14.

(2) RP = Rolling Programme

(3) DC = Developers Contributions

KEY TO PROJECT MANAGERS

AB Abigail Brown
 BW Bob Watson
 CW Chris Webb
 ED Emma Dolman
 GH Graham Hawkins
 HN Helen Novelle
 IRM Ian Matten
 JB John Backley

Jbo Jayne Bolton
 JD Jon Dawson
 JP Jo Patterson
 KC Karen Claridge
 LB Lee Brown
 LH Liz Hayden
 LS Lyn Scaplehorn
 MT Miles Thompson

PD Peter Dela
 PH Paul Holland
 PS Paul Staines
 SB Susan Baker
 SBI Steve Bishop
 SM Suzanne Malcolm
 STR Sally Truman
 STu Simon Turner

TG Trudy Godfrey

Corporate Management Team

Scheme	No.	Cost ctre	RP DC	Project Mgr	Approved Programme									
					Note	Scheme Total	Spend to 31/03/13	2013/14 Original Budget	2013/14 Working Budget	2014/15 Proposed	2015/16 Proposed	2016/17 Proposed	2017/18 Proposed	2018/19 Proposed
						£'000	£'000	£'000	£'000	£'000	£'000	£'000	£'000	£'000
Capital Contingency		YZ01		SBI	(1)	N/A	N/A	100	88	200	200			
						0	0	100	88	200	200	0	0	0

Notes

- (1) Capital growth bid approved as part of 2013/14 budget setting process.
£6,390 vired to YA27 - capital contingency request approved 02/09/13
£5,750 vired to YL04 - capital contingency request approved 06/11/13

Corporate Strategy

Scheme	No.	Cost ctre	RP DC	Project Mgr	Approved Programme									
					Note	Scheme Total	Spend to 31/03/13	2013/14 Original Budget	2013/14 Working Budget	2014/15 Proposed	2015/16 Proposed	2016/17 Proposed	2017/18 Proposed	2018/19 Proposed
						£'000	£'000	£'000	£'000	£'000	£'000	£'000	£'000	£'000
New and Upgraded Parks Facilities		YC03	RP	IRM		N/A	N/A	15	15	15	15	15	15	15
Additional Wheeled Bins for New Properties		YC23	RP	IRM		N/A	N/A	47	47	47	47	47	47	47
Community Grants Fund		YC30	RP	Jbo	(1)	N/A	N/A	100	188	100	100	100	100	100
Marlborough Gardens Play Area		YC37	DC	IRM	(2)	15	0	0	15					
Climate Change Investment Fund		YH15		STr	(1)	199	171	0	28					
Econsultation Software		YH20		STr	(1)	13	10	0	3					
						227	181	162	296	162	162	162	162	162

Notes

- (1) 2013/14 Working Budget allocations reflect budget slipped from 2012/13
(2) £15,213 added to budget as per Council 15/05/2013. Funded by developer contributions

Economy, Leisure and Property

Scheme	No.	Cost ctre	RP DC	Project Mgr	Approved Programme									
					Note	Scheme Total	Spend to 31/03/13	2013/14 Original Budget	2013/14 Working Budget	2014/15 Proposed	2015/16 Proposed	2016/17 Proposed	2017/18 Proposed	2018/19 Proposed
						£'000	£'000	£'000	£'000	£'000	£'000	£'000	£'000	£'000
Flood Prevention		YA01	RP	PD	(1)	N/A	N/A	45	230	45	45	45	45	45
Sewage Works		YA02		PD	(1)	101	71	20	13	17				
MHP - Junct. Box Replacement		YA05		JD		115	94	21	1	20				
Upgrade of Sewage Treatment Works - Challow & Sparsholt		YA14		PD	(1)	50	0	25	0	50				
Development of Additional Plots at MHP		YA18		JD		849	13	836	0	836				
Dean Court Social Club Rebuild		YA24		GH	(1), (3)	380	34	190	346					
Hales Meadow Public Convenience		YA25		JB	(4)	200	0	200	100	100				
Great Coxwell Wall Reinstatement		YA26		GH	(4)	25	0	25	0	25				
Microphones for Council Chamber		YA27		JB	(4), (6)	36	0	30	36					
Mobile Home Parks Improvement Works		YA28		JD	(4)	65	0	65	47	18				
Essential Refurbishment of Operational Property Assets		YA29		GH	(7)	200	0	400	0	200				
West Way Shopping Centre Refurbishment		YA30		GH		50	0	50	0	50				
Public Art Projects (funded by contributions)		YC15	DC	AB		276	202	74	17	57				
Replacement Pitches at Tilsley Park Abingdon		YC16		CW	(5)	365	0	350	365					
Maintain Building Fabric - Leisure Facilities		YC24		CW	(1)	585	298	307	174	113				
Wi-fi for Vale Towns		YC27		TG	(1)	19	1	13	16	1	1			
Wantage Civic Hall Carpets		YC29		JP		23	19	4	4					
Wantage Civic Hall Capital Works		YC31	DC	JP	(4)	55	0	55	0	55				
WHLTC Car Park Extension		YC32		CW	(4), (7)	450	0	250	15	435				
Wantage Leisure Facilities		YC33	DC	CW	(4)	46	0	46	0	46				
Chilton Public Art		YC34	DC	AB	(4)	83	0	20	5	78				
Great Western Park Public Art		YC35	DC	ED	(4)	28	0	14	3	25				
Abingdon Heritage Trail		YC36		SM	(2)	14	0	0	14					
Leisure Centre Essential Works 2014/15		TBC		CW	(4)	250	0	0	0	250				
Refurbishment of Emcor House, Hatfield		TBC		GH		150	0	0	0	150				
Leisure Centre Essential Works 2015/16		TBC		CW		250	0	0	0	0	250			
						4,665	732	3,040	1,386	2,571	296	45	45	45

Notes

- (1) 2013/14 Working Budget allocations reflect budget slipped from 2012/13
- (2) £14,200 added to capital programme as per Council 20.02.13. Scheme is externally funded.
- (3) £380,000 added to capital programme per Council 24.10.12. Rebuild of Dean Court Social Club. Insurance claim credited to useable capital receipts upon receipt.
- (4) Capital growth bid approved as part of 2013/14 budget setting process.
- (5) £14,600 added to 2013/14 Working Budget to reflect receipt from Abingdon School towards AFP enhanced specifications.
- (6) £6,390 vired from capital contingency - per capital contingency request 02/09/13.
- (7) £200,000 budget transferred from YA29 to YC32 - agreed with Accountancy Manager Jan 2014

Finance

Scheme	No.	Cost ctre	RP DC	Project Mgr	Approved Programme									
					Note	Scheme Total	Spend to 31/03/13	2013/14 Original Budget	2013/14 Working Budget	2014/15 Proposed	2015/16 Proposed	2016/17 Proposed	2017/18 Proposed	2018/19 Proposed
						£'000	£'000	£'000	£'000	£'000	£'000	£'000	£'000	£'000
Fixed Asset System		YF04		BW	(1)	14	8	0	4	2				
						14	8	0	4	2	0	0	0	0

Notes

(1) 2013/14 Working Budget allocations reflect budget slipped from 2012/13

HR, IT and Customer Services

Scheme	No.	Cost ctre	RP DC	Project Mgr	Approved Programme									
					Note	Scheme Total	Spend to 31/03/13	2013/14 Original Budget	2013/14 Working Budget	2014/15 Proposed	2015/16 Proposed	2016/17 Proposed	2017/18 Proposed	2018/19 Proposed
						£'000	£'000	£'000	£'000	£'000	£'000	£'000	£'000	£'000
Interactive Forms on Website		YD05		LB	(3)	27	27	3	0					
Replace existing PCs		YD06		STu	(3)	41	35	3	6					
IT Infrastructure Investment		YD09		STu	(1)	320	102	153	31	187				
IT Applications Investment		YD10		LB	(1)	31	15	30	2	14				
IT Infrastructure (improvements identified under FttF)		YD11		STu	(2)	250	0	215	0	250				
						669	179	404	39	451	0	0	0	0

Notes

(1) 2013/14 Working Budget allocations reflect budget slipped from 2012/13

(2) Capital growth bid approved as part of 2013/14 budget setting process.

(3) £3,000 vired from YD05 to YD06 - as approved by Chief Finance Officer Jan 2014

Health and Housing

Scheme	No.	Cost ctre	RP DC	Project Mgr	Approved Programme										
					Note	Scheme Total	Spend to 31/03/13	2013/14 Original Budget	2013/14 Working Budget	2014/15 Proposed	2015/16 Proposed	2016/17 Proposed	2017/18 Proposed	2018/19 Proposed	
						£	£	£	£	£	£	£	£	£	
Support Development of Social Housing		YH01	DC	PS		1,305	918	387	0	387					
Disabled Facilities Grants		YH05	RP	PH	(1)	N/A	N/A	1,000	1,294	850	850	850	850	850	
Home Repairs Target		YH06	RP	PH		N/A	N/A	50	50	90	90	90	90	90	
IT for Mobile Working in EH		YH16		PH		12	0	12	0	12					
Online Housing Applications		YH17		LS		20	7	13	13						
Open Market Homebuy Scheme		YH21		HN		250	0	250	50	200					
Implementation of Online Housing Advice		YH22		LS		25	0	25	25						
Housing Allocations		YH23		HN	(2)	13	0	13	13						
						1,625	925	1,750	1,445	1,539	940	940	940	940	

Notes

- (1) 2013/14 Working Budget allocations reflect budget slipped from 2012/13
(2) Capital growth bid approved as part of 2013/14 budget setting process.

Legal and Democratic Services

Scheme	No.	Cost ctre	RP DC	Project Mgr	Approved Programme									
					Note	Scheme Total	Spend to 31/03/13	2013/14 Original Budget	2013/14 Working Budget	2014/15 Proposed	2015/16 Proposed	2016/17 Proposed	2017/18 Proposed	2018/19 Proposed
						£	£	£	£	£	£	£	£	£
CCTV Capital Works		YH12		LH		150	83	22	0	37	15	15		
Community Safety Partnership Grants		YH19		LH		24	0	24	0	24				
Legal Case Management System		YL02		LH		8	0	8	8					
Fireproof Storage Cabinets		YL03		SB		10	0	10	10					
Licensing software project		YL04		LH	(1)	6	0	0	6					
						198	83	64	24	61	15	15	0	0

Notes

- (1) £5,750 vired from capital contingency - per capital contingency request 06/11/13.

Planning

Scheme	No.	Cost ctre	RP DC	Project Mgr	Approved Programme										
					Note	Scheme Total	Spend to 31/03/13	2013/14 Original Budget	2013/14 Working Budget	2014/15 Proposed	2015/16 Proposed	2016/17 Proposed	2017/18 Proposed	2018/19 Proposed	
						£	£	£	£	£	£	£	£	£	
C		YP01		MT	(1)	210	95		115						
		YP02		MT		44	14		0	30					
		YP05		KC	(1)	100	78		0	22					
		YP06	DC	MT		80	3	77	77						
		YP15		KC	(1)	73	17	34	23	33					
		YP17		KC	(1)	10	0	0	0	10					
						517	207	111	215	95	0	0	0	0	0

Notes

(1) 2013/14 Working Budget allocations reflect budget slipped from 2012/13

Vale of White Horse DC - 2014/15 capital growth bids

No	Title of bid	Summary	One-off or rolling	CAPITAL SPEND					REVENUE CONSEQUENCES					
				Spending profile:					Spending profile:					
				2014/15 £	2015/16 £	2016/17 £	2017/18 £	2018/19 £	2014/15 £	2015/16 £	2016/17 £	2017/18 £	2018/19 £	
Funded from internal resources														
CORPORATE MANAGEMENT TEAM														
CMTCV - 1	Capital contingency	This contingency budget will be called upon when capital project ideas occur outside the normal budget build period. Calls upon this will be subject to the normal constitutional authorisation process.	One-off	2,000,000	0	0	0	0	0	0	0	0	0	0
				2,000,000	0	0	0	0	0	0	0	0	0	0
CORPORATE STRATEGY & WASTE														
CORRC-1	Energy reduction plan	The five year energy reduction plan has now been completed. This growth bid will support a further energy saving plan with the associated projects	One-off	25,000	25,000									
				25,000	25,000	0	0	0	0	0	0	0	0	0
ECONOMY LEISURE AND PROPERTY														
ELPCV - 1	Essential works - leisure centres	Essential capital works at the leisure centres for 2016/17 - rolling programme already agreed to 2015/16	Rolling	0	0	250,000	0	0	0	0	0	0	0	0
ELPCV - 2	Woodlands watercourse	Essential improvements to a watercourse that runs through Woodlands Mobile Home Park, Radley. The bank is starting to collapse and there is a risk that this will cause blockage of the watercourse and flooding to nearby homes.	One-off	30,000	0	0	0	0	0	0	0	0	0	0
ELPCV - 3	Lighting improvements	Carry out improvements to the lighting in the Vale public car parks, following receipt of consultant's report and need to address health and safety, sustainability and efficiency issues. This includes replacement of lights in six car parks costing some £105,000 plus improvements in efficiency to lighting in the other six car parks costing some £21,000, total £126,000. This does not include the Charter. Spend can be spread out over four years and prioritised.	One-off	36,000	30,000	30,000	30,000	0	0	0	0	0	0	0
ELPCV - 4	Changes to Rye Farm car park, Abingdon	This is in preparation for a loss of car parking spaces in Abingdon when the Charter car park is developed. The Rye Farm lorry park will be adapted to accommodate normal vehicles only.	One-off	5,000	40,000	0	0	0	0	0	0	0	0	0
ELPCV - 5	Abingdon Riverbank repairs	Carry out repairs to the river bank in two locations in Abingdon following receipt of consultant's report on their condition and estimated cost of repairs - the major issue being health and safety of those using this popular riverside walk. Profiling includes £10,000 for further feasibility work and drafting documentation, with the main contract cost and fees occurring in 2015/16	One-off	10,000	590,000	0	0	0	0	0	0	0	0	0
				81,000	660,000	280,000	30,000	0	0	0	0	0	0	0
HEALTH AND HOUSING														
HAHCV-1	Housing	The cost of refurbishing 1 and 3 New Street and 73 Vineyard Abingdon. There will be no increase in rent charged as a result of this expenditure. Rental income increases from increased occupancy rates	One-off	0	252,000	0	0	0	0	0	10,000	(20,400)	(20,400)	(20,400)
HAHCV-2	Housing Wantage	The cost of self containing/refurbishing Tiverton House Wantage. Increased rents and occupancy rates will broadly offset the loss of a unit so cost neutral in revenue terms.	One-off	200,000	0	0	0	0	0	0	0	0	0	0
HAHCV-3	Housing Abingdon	The estimated cost of 4 two bed houses in Abingdon.	One-off	920,000	0	0	0	0	(7,000)	(14,000)	(14,000)	(14,000)	(14,000)	
				1,120,000	252,000	0	0	0	(7,000)	(4,000)	(34,400)	(34,400)	(34,400)	

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Vale of White Horse DC - 2014/15 capital growth bids

No	Title of bid	Summary	One-off or rolling	CAPITAL SPEND					REVENUE CONSEQUENCES				
				Spending profile:					Spending profile:				
				2014/15 £	2015/16 £	2016/17 £	2017/18 £	2018/19 £	2014/15 £	2015/16 £	2016/17 £	2017/18 £	2018/19 £
	GRAND TOTAL			3,226,000	937,000	280,000	30,000	0	(7,000)	(4,000)	(34,400)	(34,400)	(34,400)

Vale of White Horse DC - 2014/15 Authority to spend fully funded capital bids

No	Title of bid	Summary	One-off or rolling	CAPITAL SPEND					REVENUE CONSEQUENCES				
				Spending profile:					Spending profile:				
				2014/15 £	2015/16 £	2016/17 £	2017/18 £	2018/19 £	2014/15 £	2015/16 £	2016/17 £	2017/18 £	2018/19 £
Funded from developers contributions received (Section 106 agreements)													
ECONOMY LEISURE AND PROPERTY													
ELPCVF - 1	Public Art	Public art at Great Western Park- funded by S106	One-off	128,000	0	0	0	0	0	0	0	0	0
				128,000	0	0	0	0	0	0	0	0	0
GRAND TOTAL				128,000	0	0	0	0	0	0	0	0	0

Agenda Item 7

SYNOPSIS

- The Committee will recall that a Local Plan consultation exercise was carried out in February 2013, which set out how many homes needed to be built in the period up to 2029 based on the District's allocation as set out in the South East Plan, which was effectively the RSS. Since then, the RSS has been revoked and a new approach for calculating an objective assessment of housing need has been introduced called a Strategic Housing Market Assessment, referred to as SHMA.
- The SHMA adopts a county wide approach for Oxfordshire and covers a slightly longer period to 2031. The implications of this work, based on similar exercises across the country are that housing numbers are expected to be greater than those relied upon in RSS, which effectively renders the February 2013 consultation exercise obsolete and requiring further attention.
- In response to this the Council has been working on a new draft of the emerging Local Plan, which after the SHMA process has been formally completed, will set out how many homes need to be built in the plan period extended to 2031, and in particular, will set out our proposals for where these should be built.
- The draft Plan is ready to undergo additional consultation subject to confirmation of the final housing requirement. The consultation document will mainly focus on the housing target and sites. We have examined a range of potential development sites that could meet both short and long term needs, and in particular, allow us to meet our 5 year land supply target and be more effective in the planning process.
- The Plan will also set out the intention to produce an Area Action Plan jointly with South Oxfordshire Council, to drive forward the effective delivery of the Science Vale Oxford area. The local plan sub-area strategy for South East Vale will be updated to help ensure sustainable growth with jobs, housing and infrastructure proposals fully integrated.
- The Plan will also, in identifying where proposed new development sites are to be located, will explain how the Green Belt and special landscape

designations such as the Area of Outstanding Natural Beauty will be handled and how sustainable development will be delivered and how the balance between conservation and growth will be achieved.

- The report to Scrutiny will including setting out how the duty to cooperate requirement has been addressed.
- Finally, the report will make clear how the community are to be involved in the Plan making process. A new local development scheme (the work program for all planning documents) will be published setting out all of the key milestones for plan making right up to final adoption of the plan

SCRUTINY WORK PROGRAMME



containing scrutiny work to be undertaken 1 JANUARY 2014 - 31
DECEMBER 2014

The scrutiny work programme belongs to the council's Scrutiny Committee and sets out a schedule of scrutiny work due to be carried out over during period shown above. It is a rolling plan, subject to change at each Scrutiny Committee meeting; however, the scrutiny work programme and changes to it are subject to the council's approval.

Representations can be made on any of the following issues before an item is considered by the Scrutiny Committee. Representations must be made to the relevant contact officer shown below by 10am on the day the Committee is due to meet. The meeting dates are shown below.

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Item title	Meeting date	Lead officer	Cabinet member	Why is it here?	Scope	Notes
Councillors' access to IT systems	Scrutiny Committee 12 Feb 2014	Andrew Down, Head of HR, IT and Customer	Reg Waite, Cabinet member for IT			Consultation feedback report from Cllr Mohinder Kainth.
Local development plan, including SHMA	Scrutiny Committee 12 Feb 2014	Adrian Duffield, Head of Planning 01235 540340	Mike Murray, Cabinet member for planning policy, including the core strategy.	Scrutiny is keeping a watching brief on the development of the local plan and making recommendations to cabinet where appropriate	To consider the consultation feedback	Including Gantt chart and project plan. Date provisional, to be further advised by head of planning.
Review of final draft budget	Scrutiny Committee 12 Feb 2014	William Jacobs, Head of Finance	Matthew Barber, Cabinet member for finance			

Item title	Meeting date	Lead officer	Cabinet member	Why is it here?	Scope	Notes
Annual performance review of contractor Sodexo (ground maintenance)	Scrutiny Committee 20 Mar 2014	Ian Matten	Reg Waite, Cabinet member for waste and parks			
Annual performance review of contractor Biffa (waste collection services)	Scrutiny Committee 20 Mar 2014	Ian Matten	Reg Waite, Cabinet member for waste and parks			
Fit for the Future, end of year outturn	Scrutiny Committee 20 Mar 2014	Sarah Longman				
Air Quality Management Areas	Scrutiny Committee 17 Apr 2014	Paul Staines, Head of Housing and Health	Roger Cox, Cabinet member for health and housing			Roger Cox, Cabinet member for health and housing
Update on free car parking in the Vale	Scrutiny Committee 29 May 2014	John Backley	Elaine Ware, Cabinet member for economy, leisure and property			Officers not available at April date
Review of Wantage Independent Advice Centre and South and Vale CAB	Scrutiny Committee 29 May 2014	Clare Kingston, Head of Corporate Strategy Tel: 01235 540356. Email: clare.kingston@southandvale.gov.uk	Matthew Barber. Cabinet member for finance.	To review both Centres a year after the grant of the four year budget and, in particular, to review the South and Vale CAB a year after its merger		

Item title	Meeting date	Lead officer	Cabinet member	Why is it here?	Scope	Notes
Street Trading Policy	Scrutiny Committee 29 May 2014	Liz Hayden	Matthew Barber, Cabinet member for legal and democratic services.			
Wantage Civic Hall finances	Scrutiny Committee 1 Jun 2014	Chris Tyson, Head of Leisure Economy and Property	Elaine Ware, Cabinet member for economy, leisure and property			Officers suggested June 14 date as will have outturn figures and approved budget.
s106 end of year report (annual)	Scrutiny Committee 1 Jul 2014	Adrian Duffield, Head of Planning				
Leisure contract monitoring: Soll Leisure	Scrutiny Committee 1 Jul 2014	Kate Arnold	Elaine Ware. Cabinet member for leisure.	The committee undertakes an annual monitoring of the council's leisure contracts.	To review the contractor's performance and make any recommendations to Cabinet.	
Financial Services Contract: Capita	Scrutiny Committee 1 Jul 2014	William Jacobs, Head of Finance	Matthew Barber, Cabinet member for finance.	The committee undertakes an annual monitoring of the financial services contract.	To review the contractor's performance and to make any recommendations to the Cabinet member.	
Financial outturn 2013/14	Scrutiny Committee 1 Sep 2014	William Jacobs, Head of Finance		Annual report to Scrutiny on the financial outturn or the previous year.	To make recommendations to Cabinet.	

Item title	Meeting date	Lead officer	Cabinet member	Why is it here?	Scope	Notes
Review of the Leisure Facilities Strategy	Scrutiny Committee 1 Oct 2014					After it's last consideration of this item the committee requested: "add this item to the scrutiny work programme for a further review after the local plan is approved."
WiFi in Vale Towns	Scrutiny Committee					Requested by Scrutiny committee.