



To Executive Councillor for Planning & Climate Change  
Report Chief Executive, Director of Environment, Director of Customer  
by and Community Services and Director of Resources  
Relevant Scrutiny Environment 11 June 2013  
Committee

## **2012/13 Revenue and Capital Outturn, Carry Forwards and Significant Variances**

### **Not a Key Decision**

#### **1. Executive summary**

- 1.1 This report presents a summary of the 2012/13 outturn position (actual income and expenditure) for services within the Planning & Climate Change portfolio, compared to the final budget for the year. The position for revenue and capital is reported and variances from budgets are highlighted, together with explanations. Requests to carry forward funding arising from certain budget underspends into 2013/14 are identified.
- 1.2 It should be noted that outturn reports being presented in this committee cycle reflect the reporting structures in place prior to the recent changes in Executive portfolios. In light of those changes (together with the requirement to report outturn on the basis of portfolios in place during 2012/13) members of this committee are asked to consider the proposals to carry forward budgets and make their views known to The Leader, for consideration at Strategy & Resources Scrutiny Committee prior to his recommendations to Council.

#### **2. Recommendations**

Members of the Scrutiny Committee are asked to consider and make known their views on the following proposals:

- a) To carry forward £45,850 of revenue budgets from 2012/13 into 2013/14, as detailed in Appendix C.
- b) To carry forward capital resources to fund rephased net capital spending of £160,000 from 2012/13 into 2013/14, as detailed in Appendix D.

### 3. Background

#### Revenue Outturn

- 3.1 The outturn position for the Planning & Climate Change portfolio, compared to final revenue budget, is presented in detail in Appendix A.
- 3.2 Appendix B to this report provides explanations of the main variances.
- 3.3 Appendix C sets out the final list of items, for this service portfolio, for which approval is sought to carry forward unspent budget from 2012/13 to the next financial year, 2013/14.
- 3.4 The overall revenue budget outturn position for the Planning & Climate Change portfolio is set out in the table below:

<b>Planning &amp; Climate Change 2012/13 Revenue Summary</b>	<b>£</b>
Final Budget	1,937,030
Outturn	1,609,894
Variation – (Under)/Overspend for the year	(327,136)
Carry Forward Requests:	45,850
Net Variance	(281,286)

The variance represents 14.5% of the overall portfolio budget for 2012/13.

#### Capital Outturn

- 3.5 Appendix D shows the outturn position for schemes and programmes within the Planning and Climate Change portfolio, with explanations of variances.
- 3.6 An overall underspend of £162,000 has arisen. £160,000 is due to slippage and rephasing of the capital programmes is required to transfer the budget into 2013/14. A further £2,000 is in respect of net project underspends.

## 4. Implications

- 4.1 The net variance from final budget, after approvals to carry forward £45,850 budget from 2012/13 to the next financial year, 2013/14, would result in a reduced use of General Fund reserves of £281,286.
- 4.2 In relation to anticipated requests to carry forward revenue budgets into 2013/14 the decisions made may have a number of implications. A decision not to approve a carry forward request will impact on officers' ability to deliver the service or scheme in question and this could have staffing, equal opportunities, environmental and/or community safety implications.

## 5. Background papers

These background papers were used in the preparation of this report:

- Closedown Working Files 2012/13
- Directors Variance Explanations - March 2013
- Capital Monitoring Reports - March 2013
- Budgetary Control Reports to 31 March 2013

## 6. Appendices

- Appendix A - Revenue Budget 2012/13 - Outturn
- Appendix B - Revenue Budget 2012/13 - Major Variances from Final Revenue Budgets
- Appendix C - Revenue Budget 2012/13 - Carry Forward Requests
- Appendix D - Capital Budget 2012/13 - Outturn

## 7. Inspection of papers

To inspect the background papers or if you have a query on the report please contact:

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## Planning &amp; Climate Change / Environment Scrutiny Committee

## Revenue Budget - 2012/13 Outturn

Service Grouping	Original Budget £	Final Budget £	Outturn	Variation - Final Budget & Outturn Increase / (Decrease) £	Carry Forward Requests - see Appendix C £	Net Variance £
<b>Chief Executives - Head of Corporate Strategy</b>						
Sustainable City	88,750	98,430	96,923	(1,507)	0	(1,507)
Sustainability Partnership Grants	9,890	9,890	9,500	(390)	0	(390)
	<b>98,640</b>	<b>108,320</b>	<b>106,423</b>	<b>(1,897)</b>	<b>0</b>	<b>(1,897)</b>
<b>Customer &amp; Community Services - Community Development</b>						
Sustainable City Grants	50,000	50,000	47,937	(2,063)	0	(2,063)
	<b>50,000</b>	<b>50,000</b>	<b>47,937</b>	<b>(2,063)</b>	<b>0</b>	<b>(2,063)</b>
<b>Environment - Parking Services</b>						
Car Parks	(2,105,120)	(1,775,460)	(1,918,940)	(143,480)	0	(143,480)
Shopmobility	75,910	100,550	94,021	(6,529)	0	(6,529)
	<b>(2,029,210)</b>	<b>(1,674,910)</b>	<b>(1,824,919)</b>	<b>(150,009)</b>	<b>0</b>	<b>(150,009)</b>
<b>Environment - Planning</b>						
Recharges - Head of Planning	334,980	252,300	252,300	0	0	0
Concessionary Fares	0	0	(274)	(274)	0	(274)
Building Control Fee Earning	0	0	0	0	0	0
Building Control Other	341,390	313,810	300,222	(13,588)	0	(13,588)
City Development	1,139,410	1,096,760	1,019,085	(77,675)	0	(77,675)
Considerate Contractors Scheme	(2,930)	6,080	4,690	(1,390)	0	(1,390)
New Neighbourhoods	(62,280)	156,240	145,578	(10,662)	0	(10,662)
Right to Bid/Assets of Community Value	0	4,870	4,870	0	0	0
Planning Policy	603,970	588,710	608,267	19,557	0	19,557
Urban Design & Conservation	440,370	436,300	396,436	(39,864)	39,490	(374)
Public Transport Subsidy	118,940	118,940	114,764	(4,176)	0	(4,176)
Taxicard Service	110,090	110,090	87,485	(22,605)	0	(22,605)
Transport Initiatives for the Disabled	51,460	37,380	34,400	(2,980)	0	(2,980)
	<b>3,075,400</b>	<b>3,121,480</b>	<b>2,967,822</b>	<b>(153,658)</b>	<b>39,490</b>	<b>(114,168)</b>
<b>Environment - Streets and Open Spaces</b>						
Bus Shelters	40,010	40,010	36,790	(3,220)	0	(3,220)
Street Name Plates	38,140	38,140	33,320	(4,820)	0	(4,820)
Highways Schemes General	71,730	79,870	81,748	1,878	0	1,878
Walking & Cycling Strategy	11,600	11,600	4,165	(7,435)	6,360	(1,075)
Flood Risk Management	103,290	103,290	96,370	(6,920)	0	(6,920)
	<b>264,770</b>	<b>272,910</b>	<b>252,393</b>	<b>(20,517)</b>	<b>6,360</b>	<b>(14,157)</b>
<b>Environment - Director &amp; Business &amp; Information Service (BIS)</b>						
	0	0	0	0	0	0
Urban Growth Project Management	59,600	59,230	60,238	1,008	0	1,008
	<b>59,600</b>	<b>59,230</b>	<b>60,238</b>	<b>1,008</b>	<b>0</b>	<b>1,008</b>
<b>Total Net Budget</b>	<b>1,519,200</b>	<b>1,937,030</b>	<b>1,609,894</b>	<b>(327,136)</b>	<b>45,850</b>	<b>(281,286)</b>

Planning & Climate Change / Environment Scrutiny Committee

Revenue Budget - 2012/13 Outturn

Service Grouping	Original Budget £	Final Budget £	Outturn	Variation - Final Budget & Outturn Increase / (Decrease) £	Carry Forward Requests - see Appendix C £	Net Variance £
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Changes between original and final budgets may be made to reflect:

- portfolio and departmental restructuring
- approved budget carry forwards from the previous financial year
- technical adjustments, including changes to the capital accounting regime
- virements approved under the Council's constitution
- additional external revenue funding not originally budgeted for

and are detailed and approved:

- in the June committee cycle (outturn reporting and carry forward requests)
- in September (as part of the Medium Term Strategy (MTS))
- in the January committee cycle (as part of the budget setting report)
- and via technical adjustments/virements throughout the year

## Planning & Climate Change / Environment Scrutiny Committee

### Revenue Budget 2012/13 - Major Variances from Final Revenue Budgets

Service Grouping	Reason for Variance	Amount £	Contact
Car Parks	<p><b>Environment - Parking Services</b></p> <p>Underspend of £143,480 is a combination of over achievement against anticipated income and underspends within service provision of building maintenance, staffing, energy/electricity usage and credit card handling costs. This represents a variation of 8.08% compared to revised budget.</p>	(143,480)	Paul Necus
City Development	<p><b>Environment - Planning</b></p> <p>Underspend on advertising costs resulting from a reduction in the number of minor and other planning applications. Underachievement on fee income from minor and other applications, overachievement on major applications.</p>	(77,675)	Patsy Dell
Urban Design & Conservation	<p>Underspend due to delays in completion of both the Pro-Active Conservation programme and the Historic Signage Project. A request to carry forward both unspent budgets is included in Appendix C.</p>	(39,864)	Patsy Dell
Taxicard Service	<p>This is a result of reduced take up in the Taxicard service in 2012/13.</p>	(22,605)	Patsy Dell

## Planning & Climate Change / Environment Scrutiny Committee

### Revenue Budget 2012/13 - Carry Forward Requests

Request to Carry Forward Budgets from 2011/12 into 2012/13 and future years

Item		Final Request £	Contact
	<p><b>Director of Environment</b></p>		
1	<p>Urban Design &amp; Conservation - To complete the remaining priorities of the Pro-Active Conservation work programme as agreed at Environment Scrutiny Committee in March 2013 ref 13/26/ENV (improved use of IT for cataloguing Listed Building information and Conservation Area reviews).</p>	24,490	Patsy Dell
2	<p>Urban Design &amp; Conservation - To complete the approved programme of works relating to the Historic Signage Project as agreed at Environment Scrutiny Committee in January 2013.</p>	15,000	Patsy Dell
3	<p>Walking &amp; Cycling Strategy - At the Members Cycling &amp; Pedestrian Steering Group meeting of 15 March 2013 a grant for Bikewiser CIC of £4,850 was approved, subject to the group finding suitable premises. It was agreed that the funding should be carried over into the next financial year (2013/14) in the meantime. The balance of the carry forward request (£1,510) is for the Pushchair scheme and related promotional expenditure that has been delayed until 2013/14.</p>	6,360	Toni Ainley
	<p><b>Total Carry Forward Requests for Planning &amp; Climate Change Portfolio / Environment Scrutiny Committee</b></p>	45,850	

## Planning and Climate Change Portfolio / Environment Scrutiny Committee

## Capital Budget 2012/13 - Outturn

Capital Ref	Description	Lead Officer	Original Budget £000	Final Budget £000	Outturn £000	Variance - Outturn compared to Final Budget £000	Re-phase Spend £000	Over / (Under) Spend £000	Variance Explanation / Comments
SC366	Green Parking Bays	S Cleary	2	0	0	0	0	0	Project complete.
SC416	UNiform e-consultee Access Module	P Boucher	8	0	0	0	0	0	Project commencement dependent upon Corporate upgrade of IDOX DMS V4. Not being released until Summer 2013.
SC417	Development of UNiform System	P Boucher	14	8	8	0	0	0	Funding is spread over the implementation of a number of sub modules of Uniform. Project 1 - Conditions Monitoring Module - Completed April 2013. Project 2 - Enforcement Module implementation in progress estimated completion December 2013.
SC439	LED Lighting - Grand Arcade Annex Car Park	S Cleary	0	0	(6)	(6)	0	(6)	Project complete.
SC448	Rebuild Grafton West Car Park Wall at Salmon Lane	S Cleary	0	0	2	2	0	2	Project complete.
SC449	Holy Trinity War Memorial Shelter	G Richardson	0	11	12	1	0	1	Project complete.
SC505	Land Explorer Software	G Richardson	10	0	7	7	(7)	0	Original budget largely spent in March 2013 through purchase of ESRI 3-D model data, approximately £2.7k left to purchase upgrade of data. Model will be helpful to wide variety of planning and design work.



## Planning and Climate Change Portfolio / Environment Scrutiny Committee

## Capital Budget 2012/13 - Outturn

Capital Ref	Description	Lead Officer	Original Budget £000	Final Budget £000	Outturn £000	Variance - Outturn compared to Final Budget £000	Re-phase Spend £000	Over / (Under) Spend £000	Variance Explanation / Comments
SC506	Replacement Grand Arcade Car Park Pay on Foot Machines	S Cleary	400	14	12	(2)	2	0	The value of this project is £400K. All monies spent to date have been on consultant costs to prepare and evaluate tender but is part of the overall project cost. The main spend for this project will be in 2013/14 with a 1 year retention fee paid in Sept 2014 (5% of overall contract fee). Procurement lead in time, product development to come onto the market and the need to manage installation to avoid Christmas peak period has meant that implementation of this project has been rephased to 2013/14.
SC510	Chip & Pin Upgrade in Car Parks	S Cleary	0	0	1	1	0	1	Project complete.
SC516	Relocation Grand Arcade Car Park Control Room	S Cleary	0	49	48	(1)	1	0	Building project completed May 2012. Retention fees overlooked during financial planning. £10k fees will be required for release in May 2013.
SC533	Improvement to St Lighting Mill Rd - Railway Bridge to Perne Road	A Preston	60	60	60	0	0	0	Project complete.
SC534	Refurbishment of Park Street Car Park	S Cleary	0	0	9	9	(9)	0	Option appraisal currently being undertaken, considering best value redevelopment for site. Exact project costs can not be determined until a final decision is made by council on the future of the car park.
SC535	Repairs to Grafton West Car Park	S Cleary	150	0	2	2	(2)	0	Architects fees paid ahead of works programmed to start in August/September 2013.
SC536	Replace obsolete Shopmobility stock	S Cleary	15	15	15	0	0	0	Project complete.
SC549	City Cycle Park	A Preston	0	15	11	(4)	4	0	Project on programme.

## Planning and Climate Change Portfolio / Environment Scrutiny Committee

## Capital Budget 2012/13 - Outturn

Capital Ref	Description	Lead Officer	Original Budget £000	Final Budget £000	Outturn £000	Variance - Outturn compared to Final Budget £000	Re-phase Spend £000	Over / (Under) Spend £000	Variance Explanation / Comments
SC570	Essential Structural/Holding repairs Park Street multi-storey Car Park	S Cleary	0	0	1	1	(1)	0	Architects fees paid ahead of programme of repairs expected to start in August 2013.
<b>Total Projects</b>			<b>659</b>	<b>172</b>	<b>182</b>	<b>10</b>	<b>(12)</b>	<b>(2)</b>	
PR014	Environmental Safety Fund	D Foley-Norman	11	0	0	0	0	0	Officers to determine potential schemes for allocation.
PR019	Car Parks Infrastructure and Equipment Replacement Programme	S Cleary	995	0	0	0	0	0	Budget removed from the Capital Plan. Future capital schemes to be brought forward on an individual project basis.
<b>Total Programmes</b>			<b>1,006</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	
PV007	Cycleways	A Preston	338	88	16	(72)	72	0	The Downhams Lane project rights of way agreement now signed. Construction due to start in July 2013. Perne Rd/Radegund Rd Scheme now a £413k scheme with additional £240k externally secured from the DFT/Times cycling budget. Two new projects now being worked on for implementation in 2013/14.
PV018	Bus Shelters	A Preston	207	75	17	(58)	58	0	The bus shelter manufacturers lead in times would have pushed the majority of spend planned for this financial year into next. In addition, the client has changed their requirements therefore resulting in a test of the market for procurement purposes. This process has brought further delay to the project. The results from testing the market will be determined by the end of April 2013.

## Planning and Climate Change Portfolio / Environment Scrutiny Committee

### Capital Budget 2012/13 - Outturn

Capital Ref	Description	Lead Officer	Original Budget £000	Final Budget £000	Outturn £000	Variance - Outturn compared to Final Budget £000	Re-phase Spend £000	Over / (Under) Spend £000	Variance Explanation / Comments
PV033B	Street Lighting	A Preston	40	0	0	0	0	0	This is dependent on the County Council's programme for street lighting, which is not known at this point.
PV532	Cambridge City 20mph Zones Project	P Dell	200	50	8	(42)	42	0	This scheme is in its early days. Cost to date is for ATC surveys. More costs will follow from April 2013 onwards.
<b>Total Provisions</b>			<b>785</b>	<b>213</b>	<b>41</b>	<b>(172)</b>	<b>172</b>	<b>0</b>	
<b>Total for Planning and Climate Change</b>			<b>2,450</b>	<b>385</b>	<b>223</b>	<b>(162)</b>	<b>160</b>	<b>(2)</b>	

Changes between original and final budgets may be made to reflect:

- rephased capital spend from the previous financial year
- rephased capital spend into future financial periods
- approval of new capital programmes and projects

and are detailed and approved:

- in the June committee cycle (outturn reporting and carry forward requests)
- in September (as part of the Medium Term Strategy (MTS))
- in the January committee cycle (as part of the budget setting report)