



To Executive Councillor for City Centre and Public Places
Report Director of Environment and Director of Business Transformation
by
Relevant Scrutiny Community Services 11 July 2014
Committee

2013/14 Revenue and Capital Outturn, Carry Forwards and Significant Variances – Public Places portfolio

Not a Key Decision

1. Executive summary

- 1.1 This report presents a summary of the 2013/14 outturn position (actual income and expenditure) for services within the Public Places 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 2014/15, and future years where relevant, 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 2013/14) members of this committee are asked to consider the proposals to carry forward budgets and make their views known to The Executive Councillor for Finance and Resources, 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 agree the carry forward requests, totalling £1,980 as detailed in Appendix C are to be recommended to Council for approval.
- b) To carry forward capital resources to fund rephased net capital spending of £820,000 from 2013/14 into 2014/15 as detailed in Appendix D.

3. Background

Revenue Outturn

- 3.1 The outturn position for the Public Places 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 2013/14 to the next financial year, 2014/15.
- 3.4 The overall revenue budget outturn position for the Public Places portfolio is set out in the table below:

Public Places 2013/14 Revenue Summary	£
Final Budget	2,052,060
Outturn	2,108,913
Overspend for the year	56,853
Carry Forward Requests	1,980
Net Variance	58,833

The net variance represents 2.86% of the overall portfolio budget for 2013/14

Capital Outturn

- 3.5 Appendix D shows the outturn position for schemes and programmes within the future Public Places portfolio, with explanations of variances.
- 3.6 An overall underspend of £805,000 has arisen. £820,000 is due to slippage and rephasing of the capital programmes is required to transfer the budget into 2014/15. A further £15,000 is in respect of net project overspends against approved budgets.

4. Implications

- 4.1 The net variance from the final budget, after approvals to carry forward £1,980 budget from 2013/14 to the next financial year, 2014/15, would result in an increased use of General Fund Reserves of £58,833.
- 4.2 In relation to anticipated requests to carry forward revenue budgets into 2014/15 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 2013/14
- Directors Variance Explanations - March 2014
- Capital Monitoring Reports - March 2014
- Budgetary Control Reports to 31 March 2014

6. Appendices

- Appendix A - Revenue Budget 2013/14 - Outturn
- Appendix B - Revenue Budget 2013/14 - Major Variances from Final Revenue Budgets
- Appendix C - Revenue Budget 2013/14 - Carry Forward Requests
- Appendix D - Capital Budget 2013/14 - 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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**Public Places / Community Services Scrutiny Committee
Revenue Budget - 2013/14 Outturn**

Service Grouping	Original Budget £	Final Budget £	Outturn	Variation - Final Budget & Outturn Increase / (Decrease) £	Carry Forward Requests - see Appendix C £	Net Variance £
Environment - Bereavement Services						
City of Cambridge Cemetery	31,460	(4,840)	(11,632)	(6,792)	0	(6,792)
Cambridge Crematorium	(817,740)	(881,630)	(834,851)	46,779	1,980	48,759
Huntingdon Road Cemetery	61,050	61,780	61,780	0	0	0
Bereavement Service Central Costs	543,630	538,810	534,142	(4,668)	0	(4,668)
Commemoration	(84,970)	(84,970)	(68,081)	16,889	0	16,889
	(266,570)	(370,850)	(318,642)	52,208	1,980	54,188
Environment - Open Space Management						
Refreshment Kiosks	(58,130)	(58,130)	(60,544)	(2,414)	0	(2,414)
Open Space Management	1,637,990	1,688,300	1,696,300	8,000	0	8,000
Seasonal Bedding	18,890	18,890	22,541	3,651	0	3,651
Closed Churchyards	71,490	61,590	60,013	(1,577)	0	(1,577)
Lettings & Events on Open Spaces	(32,290)	(32,290)	(34,572)	(2,282)	0	(2,282)
Grazing Management	(4,080)	(4,080)	(4,080)	0	0	0
Play Maintenance	119,340	119,340	105,060	(14,280)	0	(14,280)
Cherry Hinton Hall	(88,700)	(88,700)	(107,550)	(18,850)	0	(18,850)
Allotments	10,920	5,050	4,911	(139)	0	(139)
River Frontage Management	26,640	36,670	8,705	(27,965)	0	(27,965)
Histon Road Cemetery	0	0	(130)	(130)	0	(130)
Arboriculture	206,900	225,290	238,345	13,055	0	13,055
Local Nature Reserves	14,830	13,340	12,442	(898)	0	(898)
	1,923,800	1,985,270	1,941,441	(43,829)	0	(43,829)
Environment - Streets and Open Spaces						
Environmental Projects	338,540	402,670	366,871	(35,799)	0	(35,799)
Project Delivery	156,130	174,130	249,928	75,798	0	75,798
	494,670	576,800	616,799	39,999	0	39,999
Environment - Tourism and City Centre Management						
Tourism	146,780	167,300	178,665	11,365	0	11,365
Package Tour Scheme	(81,340)	(81,340)	(83,297)	(1,957)	0	(1,957)
City Centre Management	115,850	115,850	120,000	4,150	0	4,150
Head of Tourism & City Centre Management	0	0	0	0	0	0
Markets	(340,970)	(340,970)	(346,052)	(5,082)	0	(5,082)
	(159,680)	(139,160)	(130,685)	8,475	0	8,475
Total Net Budget	1,992,220	2,052,060	2,108,913	56,853	1,980	58,833

Note: A carry forward request has been included for £20,000 for training in respect of this portfolio. The underspend occurred in a support service cost centre that is allocated across the Council at year end with a zero variance. The carry forward request does not therefore appear in the table above but has been reported to the Strategy portfolio.

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

and are detailed and approved:

- in the January committee cycle (as part of the Budget Setting Report)
- in the June/July committee cycle (outturn reporting and carry forward requests)
- in September (as part of the Mid-Year Financial Review, MFR)
- via technical adjustments/virements throughout the year

Public Places / Community Services Scrutiny Committee

Revenue Budget 2013/14 - Major Variances
from Final Revenue Budgets

Service Grouping	Reason for Variance	Amount £	Contact
Cambridge Crematorium	Environment - Bereavement Services A falling death rate has resulted in a reduction in income from cremations.	46,779	Paul Necus
River Frontage Management	Environment - Open Space Management Provision for business rates from prior years (£27,000) has not been spent.	(27,965)	Adrian Ash
Environmental Projects	Environment - Streets and Open Spaces Variance mainly due to additional external income, including Pre-Application and Planning Performance Agreements recharges.	(35,799)	Adrian Ash
Project Delivery	Overspend due to recruitment and relocation expense costs [£13k] and unsupported project costs [£8.5k]. Also due to additional resources needed for project delivery on non EIP schemes.	75,798	Adrian Ash

Public Places / Community Services Scrutiny Committee

Revenue Budget 2013/14 - Carry Forward Requests

Request to Carry Forward Budgets from 2013/14 into 2014/15 and future years

Item		Final Request £	Contact
1	<p>Bereavement Services</p> <p>To complete an unfinished path in the gardens of remembrance. Initial works are complete but the contractor needs to provide the top dressing material.</p>	1,980	Tracy Lawrence
	<p>Total Carry Forward Requests for Public Places Portfolio / Environment Scrutiny Committee</p>	1,980	

Public Places Portfolio / Community Services Scrutiny Committee

Capital Budget 2013/14 - Outturn

Capital Ref	Description	Lead Officer	Original Budget 2013/14 £000	Final Budget 2013/14 £000	Outturn £000	Variance - Outturn compared to Final Budget £000	Re-phase Spend £000	Over / (Under) Spend £000	Variance Explanation / Comments
SC234	Histon Road Cemetery Landscaping (S106)	A Wilson	0	5	1	(4)	0	(4)	Project Complete. Planting works completed March 2014.
SC379	Mercury Abatement	T Lawrence	0	0	29	29	0	29	Project complete. Spend was for retention.
SC410	Mill Road Cemetery	A Wilson	25	25	1	(24)	24	0	The interpretation boards are now complete. The final component of the project is the excavation of the old chapel foundations and this is programmed for late summer 2014.
SC432	Mill Road Cemetery Memorial Artwork (S106)	A Preston	12	44	52	8	0	8	Project Complete. Artwork was installed in the cemetery during the weekend of 8th/9th February. Opening Ceremony took place 22nd/23rd weekend.
SC456	Coldhams Common Local Nature Reserve (LNR) (S106)	G Belcher	18	4	1	(3)	3	0	Consultation report complete. Draft Management Plan will be prepared for July Environment Scrutiny Committee for approval to go to second stage of consultation. Works and final spend resulting from new management plan complete by November 2014.

Public Places Portfolio / Community Services Scrutiny Committee

Capital Budget 2013/14 - Outturn

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SC468	Vie Play Area (S106)	A Wilson		0	21	21	0	21	Consult local Members and residents on the possible location of the surplus play area equipment (originally purchased for the Vie site but no longer needed there) at other local play areas in North Area). See in conjunction with the underspend at SC469
SC469	Vie Public Open Space (S106)	A Wilson	26	35	2	(33)	33	0	Consult local residents on the details of the trim trail to be installed on the Vie Open Space, given that the earlier consultation was in 2010.
SC474	Cherry Hinton Hall Grounds Improvements - Phase 1 (S106)	A Wilson	0	19	19	0	0	0	Project Complete.
SC479	Abbey Pool Play Area Facilities (S106)	A Preston	88	2	2	0	0	0	Executive Councillor decision to await the decision of the Secretary of State on the Play Area improvement Section 38 application.
SC492	Jesus Green Play Area (S106)	A Preston	151	147	145	(2)	2	0	S38 application submitted following additional request for fencing around the play area. The S38 app has now been approved and the fencing will be ordered and installed by the end of May 2014.

Public Places Portfolio / Community Services Scrutiny Committee

Capital Budget 2013/14 - Outturn

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SC494	Kings Hedges "Pulley" Play Area (S106)	A Preston	0	71	72	1	0	1	Project Complete.
SC496	Petersfield Play Area (S106)	A Preston	0	64	69	5	0	5	Project Complete.
SC497	Peverel Road Play Area (S106)	A Preston	0	84	78	(6)	0	(6)	Project Complete.
SC500	Trumpington Rec Outdoor Space (S106)	A Wilson	0	1	0	(1)	0	(1)	Project Complete.
SC507	Visit Cambridge Website	E Thornton	0	2	0	(2)	2	0	Project will be complete by end May 2014.
SC523	Refurbishment of Newmarket Rd Cemetery Buildings	T Lawrence	40	75	57	(18)	0	(18)	Project Complete.
SC524	Cambridge Crematorium - Chapels & Public Areas Refurbishment	T Lawrence	95	120	113	(7)	7	0	Contractors supplier delay in providing product, namely lights for the West Chapel and mats for the Crematorium site.
SC525	Cambridge Crematorium - Staff Room Refurbishment	T Lawrence	30	0	0	0	0	0	Budget rephased to 2014/15

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SC539	Metered system for the supply of electricity on the Market	A White	50	50	11	(39)	24	(15)	The approach to this project has changed. The electrical infrastructure is being upgraded ensuring that it is futureproof to accommodate a potential metering scheme in the future. The revised quote is £35k, so there will be a £15k underspend at year end. This work will be complete by mid May.
SC540	Electronic Market Management Software	A White	0	14	5	(9)	9	0	The final integration of the new system with Oracle has delayed completion of this project along with long term sickness issue within the Markets team. The project should be complete within the first 3 months of the financial year so request that this residual amount be carried forward.
SC544	Coleridge Recreation Ground Improvements (S106)	A Wilson	289	181	23	(158)	158	0	The replacement tennis court is now complete. The planning application for the second tennis court is prepared. An exemption for the play equipment has been approved.

Public Places Portfolio / Community Services Scrutiny Committee

Capital Budget 2013/14 - Outturn

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SC548	Southern Connections Public Art Commission (S106)	N Black	73	9	12	3	(3)	0	The variance relates to an additional payment for the grafting of apple trees, which was not expected at this stage in the project. A detailed project spend profile has now been developed in conjunction with the artist, which will need to be reflected in the capital plan
SC551	Stourbridge Common - Riverbank Project	A Wilson	100	100	100	0	0	0	Project Complete. A further extension of works was agreed by Executive Councillor, funded from R&R, is now also complete.
SC562	Review - Street & Open Spaces Benches	A Wilson	25	25	3	(22)	22	0	All benches are ordered and currently being installed.
SC573	Installation of Air Conditioning units at the Tourist Information Centre	E Thornton	25	35	33	(2)	2	0	Project Complete.
SC581	Epilog Upgrade	T Lawrence	0	5	13	8	(8)	0	Project rephased to October 2014 due to suppliers programming of their various projects.

Public Places Portfolio / Community Services Scrutiny Committee

Capital Budget 2013/14 - Outturn

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SC584	Parker's Piece Lighting Project	A Preston	0	60	32	(28)	28	0	Balfour Beatty works commenced 22/04/2014 - new columns and lanterns have been installed and ducting for power supply progressing. Incorporating new Wi-Fi antennae for Cambridge University.
Total Projects			1,047	1,177	894	(283)	303	20	
PR003	City Centre Management Programme	E Thornton	20	10	5	(5)	5	0	A grant has been awarded for a Wayfinding project for Mill Road. This has been delayed, but should be complete by end May. It is therefore requested that this amount be carried forward.
PR010a	Environmental Improvements Programme - North Area	A Preston	134	72	42	(30)	30	0	Currently 13 adopted projects totalling £98k. Resources prioritised to other capital projects with high profile and challenging deadlines for completion.
PR010b	Environmental Improvements Programme - South Area	A Preston	172	154	32	(122)	122	0	Currently 8 adopted projects totalling £142k. Resources prioritised to other capital projects with high profile and challenging deadlines for completion.

Public Places Portfolio / Community Services Scrutiny Committee

Capital Budget 2013/14 - Outturn

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PR010c	Environmental Improvements Programme - West/Central Area	A Preston	113	143	62	(81)	81	0	Currently 16 active projects, totalling £110k. Resources prioritised to other capital projects with high profile and challenging deadlines for completion.
PR010d	Environmental Improvements Programme - East Area	A Preston	157	115	45	(70)	70	0	Currently 17 active projects totalling £141k. Resources prioritised to other capital projects with high profile and challenging deadlines for completion.
PR010d	Environmental Improvements Programme - Riverside/Abbey Road Junction	A Preston	0	1	1	0	1	1	Project Complete. Remaining unspent budget to be moved to railing refurbishment project.
PR010j	Environmental Improvements Programme - Fitzroy/Burleigh Street	A Preston	0	70	71	1	0	1	Project Complete.
PR027	Replacement of Parks & Open Space Waste/Litter Bins	A Wilson	75	150	96	(54)	54	0	Phase one completed, underspend to carry over to this coming financial year.
PR030a	Increase Biodiversity at Stourbridge Common (S106)	G Belcher	15	7	6	(1)	1	0	Project Complete.

Public Places Portfolio / Community Services Scrutiny Committee

Capital Budget 2013/14 - Outturn

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PR030b	Improve Access to Abbey Paddling Pools From Coldham's Common (S106)	A Wilson	10	10	0	(10)	10	0	Executive Councillor decision to await the decision of the Secretary of State on the Play Area improvement Section 38 application. If the decision of the SOS includes a condition relating to the footpath its diversion or extinguishment then we will need to address. If there are no conditions and the Section 38 is granted the play area can be installed (not on the footpath) with the fenceline (but including gates for the right of way route).
PR032c	Improvements to Cherry Hinton Rec. (S106)	A Wilson	65	122	79	(43)	43	0	Works to the skate park to start in mid May. The Panna and Explorer Dome were both complete by the end of March 2014.
PR033a	Benches in Parks & Open Spaces (S106)	A Wilson	30	30	10	(20)	20	0	All benches are ordered and currently being installed.
PR033b	Access Improvements to Midsummer Common Community Orchard (S106)	A Wilson	20	15	6	(9)	0	(9)	Project Complete.

Public Places Portfolio / Community Services Scrutiny Committee

Capital Budget 2013/14 - Outturn

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PR033c	Public Art element of improvements to the entrances at Histon Rd Rec (S106)	A Preston	50	8	10	2	(2)	0	Project steering group have selected the preferred concept for further detailed development, which will take place during the purdah period, with a public exhibition immediately after the election. The purdah period has delayed the project slightly, along with getting approval from Councillors to proceed with the chosen concept.
PR034a	Logan's Meadow Local Nature Reserve (LNR) Extension (S106)	G Belcher	160	17	21	4	(4)	0	Awaiting Heads of Terms from adjacent landowner in order to gain access for plant and earthwork movements. Works may require rescheduling until late summer to allow suitable conditions for sowing and planting in the autumn.
PR034b	Paradise Local Nature Reserve (LNR) (S106)	G Belcher	100	94	102	8	(6)	2	Project Complete.
PR034c	Drainage of Jesus Green (S106)	A Wilson	95	95	13	(82)	82	0	Works to commence immediately after the Beer Festival. All permissions granted

Public Places Portfolio / Community Services Scrutiny Committee

Capital Budget 2013/14 - Outturn

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PR034d	Public Art - 150th & 400th Anniversary (S106)	A Preston	88	6	3	(3)	3	0	A shortlist of four artists is close to completion, after which the project brief will be issued for them to develop concept proposals over a 3 month period.
Total Programmes			1,379	1,119	604	(515)	510	(5)	
PV348	Allotment Improvements (S106)	A Wilson	17	14	7	(7)	7	0	This funding is allocated to allotment societies and related to sum received following the development of part of Whitehill Allotments by Cambridge United. This funded is allocated as the Allotment Societies in the area identify spend.
Total Provisions			17	14	7	(7)	7	0	
Total for Public Places			2,443	2,310	1,505	(805)	820	15	

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:

Public Places Portfolio / Community Services Scrutiny Committee

Capital Budget 2013/14 - Outturn

Capital Ref	Description	Lead Officer	Original Budget 2013/14 £000	Final Budget 2013/14 £000	Outturn £000	Variance - Outturn compared to Final Budget £000	Re-phase Spend £000	Over / (Under) Spend £000	Variance Explanation / Comments
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- in the June committee cycle (outturn reporting and carry forward requests)
- in September (as part of the Mid-Year Financial Review (MFR))
- in the January committee cycle (as part of the budget setting report)