



To Executive Councillor for Planning Policy & Transport

Report by Director of Environment and Head of Finance

Relevant Scrutiny Committee Environment

7 July 2015

## **2014/15 Revenue and Capital Outturn, Carry Forwards and Significant Variances – Planning Policy & Transport Portfolio**

### **Key Decision**

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

- 1.1 This report presents a summary of the 2014/15 outturn position (actual income and expenditure) for services within the Planning Policy & Transport 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 2015/16 and future years where relevant, are identified.

#### **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 £81,500 as detailed in Appendix C, to be recommended to Council for approval.
- b) To seek approval from Council to carry forward capital resources to fund rephased net capital spending of £6,414,000 from 2014/15 into 2015/16, as detailed in Appendix D.

#### **3. Background**

##### **Revenue Outturn**

- 3.1 The outturn position for the Planning Policy & Transport 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 portfolio, for which approval is sought to carry forward unspent budget from 2014/15 to the next financial year, 2015/16.
- 3.4 The overall revenue budget outturn position for the Planning Policy & Transport Portfolio is set out in the table below:

<b>Planning Policy &amp; Transport Portfolio 2014/15 Revenue Summary</b>	<b>£</b>
Final Budget	868,920
Outturn	(266,610)
Variation – (Under)/Overspend for the year	(1,135,530)
Carry Forward Requests:	81,500
<b>Net Variance</b>	<b>(1,054,030)</b>

The net variance represents (121.3)% of the overall portfolio budget for 2014/15 financial year.

### **Capital Outturn**

- 3.5 Appendix D shows the outturn position for schemes and programmes within the Planning Policy & Transport Portfolio, with explanations of variances.
- 3.6 An overall underspend of £6,414,000 has arisen. £6,305,000 is due to slippage. Rephrasing of items in the Capital Plan is required to transfer the budget into 2015/16. This is largely due to the extension of the Green Deal scheme into 2015/16 by the Department of Energy and Climate Change. A further £109,000 is in respect of net project underspends.

### **4. Implications**

- 4.1 The net variance from the final budget, after approvals to carry forward budget of £81,500 from 2014/15 to the next financial year, 2015/16, would result in a decreased use of General Fund reserves of £1,054,030.
- 4.2 In relation to anticipated requests to carry forward revenue budgets into 2015/16 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, equality and poverty, environmental, procurement, consultation and communication and/or community safety implications.

### **5. Background papers**

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

- Closedown Working Files 2014/15
- Directors Variance Explanations - March 2015
- Capital Monitoring Reports - March 2015
- Budgetary Control Reports to 31 March 2015

## 6. Appendices

- Appendix A - Revenue Budget 2014/15 - Outturn
- Appendix B - Revenue Budget 2014/15 - Major Variances from Final Revenue Budgets
- Appendix C - Revenue Budget 2014/15 - Carry Forward Requests
- Appendix D - Capital Budget 2014/15 - 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 Policy &amp; Transport / Environment Scrutiny Committee

## Revenue Budget 2014/15 - Outturn

Service Grouping	Original Budget £	Final Budget £	Outturn	Variation Increase / (Decrease) £	Carry Forward Requests - see Appendix C £	Net Variance £
<b>Environment - Parking Services</b>						
Car Parks	(2,376,790)	(2,230,310)	(2,873,467)	(643,157)	0	(643,157)
Shopmobility	64,700	71,170	63,293	(7,877)	0	(7,877)
	<b>(2,312,090)</b>	<b>(2,159,140)</b>	<b>(2,810,174)</b>	<b>(651,034)</b>	<b>0</b>	<b>(651,034)</b>
<b>Environment - Planning</b>						
Recharges - Head of Planning	336,850	0	0	0	0	0
Concessionary Fares	0	0	1,013	1,013	0	1,013
Building Control Fee Earning	0	0	0	0	0	0
Building Control Other	294,770	272,230	247,167	(25,063)	0	(25,063)
City Development	854,820	743,480	388,538	(354,942)	10,000	(344,942)
Considerate Contractors Scheme	5,110	3,880	1,106	(2,774)	0	(2,774)
New Neighbourhoods	0	0	(1,646)	(1,646)	0	(1,646)
Right to Bid/Assets of Community Value	7,850	7,850	7,850	0	0	0
Planning Policy	597,860	715,170	714,255	(915)	0	(915)
Urban Design & Conservation	394,290	533,040	527,040	(6,000)	21,000	15,000
Public Transport Subsidy	123,750	134,200	135,350	1,150	0	1,150
Taxicard Service	108,690	117,890	85,621	(32,269)	0	(32,269)
Transport Initiatives for the Disabled	38,890	42,180	39,790	(2,390)	0	(2,390)
	<b>2,762,880</b>	<b>2,569,920</b>	<b>2,146,084</b>	<b>(423,836)</b>	<b>31,000</b>	<b>(392,836)</b>
<b>Environment - Streets and Open Spaces</b>						
Bus Shelters	41,630	45,140	44,190	(950)	0	(950)
Street Name Plates	36,180	39,520	39,670	150	0	150
Highways Schemes General	83,450	87,460	87,458	(2)	0	(2)
Walking & Cycling Strategy	12,070	13,650	13,087	(563)	500	(63)
Flood Risk Management	128,190	139,040	81,683	(57,357)	50,000	(7,357)
	<b>301,520</b>	<b>324,810</b>	<b>266,088</b>	<b>(58,722)</b>	<b>50,500</b>	<b>(8,222)</b>
<b>Environment - Director &amp; Business &amp; Information Service (BIS)</b>						
	0	0	0	0	0	0
Urban Growth Project Management	107,590	133,330	131,392	(1,938)	0	(1,938)
	<b>107,590</b>	<b>133,330</b>	<b>131,392</b>	<b>(1,938)</b>	<b>0</b>	<b>(1,938)</b>
<b>Total Net Budget</b>	<b>859,900</b>	<b>868,920</b>	<b>(266,610)</b>	<b>(1,135,530)</b>	<b>81,500</b>	<b>(1,054,030)</b>

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

## Planning Policy & Transport / Environment Scrutiny Committee

### Revenue Budget 2014/15 - Major Variances from Final Revenue Budgets

Service Grouping	Reason for Variance	Amount £	Contact
Car Parks	<p><b>Environment - Parking Services</b></p> <p>Variance due to ongoing strength of car parks usage which as anticipated has continued through to year end.</p>	(643,157)	Sean Cleary
Building Control Other	<p><b>Environment - Planning</b></p> <p>Mixture of underspend on additions to pay &amp; supplies and services; together with additional income for street naming &amp; numbering &amp; S106 construction monitoring</p>	(25,063)	Ian Boulton
City Development	<p>Vacancies across the NN and CDM teams have continued to result in reduced staffing costs. There was an overachievement across all application types which is difficult to predict in the CDM team in particular. The rapid pace of growth in the city has resulted in significantly higher levels of pre-app advice income than predicted and this is likely to continue.</p>	(354,942)	Sarah Dyer
Taxicard Service	<p>Take up taxi card scheme - change in circumstance of applicants.</p>	(32,269)	Sara Saunders
Flood Risk Management	<p>Recharges actioned, where appropriate. The underspend is due to a lack of officer resource during 2014-15 which has resulted in salary and minor revenue improvement savings. Further attempt to be made to recruit to vacant post in 2015-16. Some minor project work carrying forward from 2015-15 to 2015-16 year so good case for carrying over some un-committed funds.</p>	(57,357)	Simon Bunn

## Planning Policy & Transport / Environment Scrutiny Committee

### Revenue Budget 2014/15 - Carry Forward Requests

#### Request to Carry Forward Budgets from 2014/15 into 2015/16

Item	Reason for Carry Forward Request	Amount £	Contact
	<b>Director of Environment</b>		
1	City Development - To deliver the implementation phase of the City Centre Accessibility Review [PPF 3500].	10,000	Sarah Dyer
2	Walking & Cycling Strategy - Carry forward of unspent Walking and Cycling external funding	500	Alistair Wilson
3	Flood Risk Management - Some minor project work carrying forward from 2014-15 to 2015-16 year a carry forward is requested for uncommitted funds	50,000	Simon Bunn
4	Urban Design & Conservation - To deliver agreed the pro-active conservation work programme, including signage restoration, which extends to the end of 2016/17 financial year	21,000	Glen Richardson
	<b>Total Carry Forward Requests for Planning Policy &amp; Transport Portfolio / Environment Scrutiny Committee</b>	<b>81,500</b>	

## Planning Policy &amp; Transport Portfolio / Environment Scrutiny Committee

## Capital Budget 2014/15 - Outturn

Capital Ref	Description	Lead Officer	Original Budget 2014/15 £000	Final Budget 2014/15 £000	Outturn £000	Variance - Outturn compared to Final Budget £000	Rephase Spend £000	Over / (Under) Spend £000	Variance Explanation / Comments
SC416	UNiform e-consultee Access Module	Paul Boucher	7	7	0	(7)	7	0	Funds c/f to 2015/16. Implementation of Final stage (online measuring tool) is dependent upon upgrade of IDOX Corporate Document Management System to Version 4. An order for consultancy support has been raised by the ICT Client Team. Work to be programmed in.
SC417	Development of UNiform System	Paul Boucher	0	0	4	4	0	4	Project complete
SC506	Replacement Grand Arcade Car Park Pay on Foot Machines	Sean Cleary	121	121	0	(121)	0	(121)	Contractual dispute resolved and all payments have now been made. Project complete.
SC535	Repairs to Grafton West Car Park	Sean Cleary	12	12	0	(12)	0	(12)	Project complete with an underspend of £12,000
SC569	Topographical Survey of Multi-Storey Car Parks	Sean Cleary	13	2	2	0	0	0	Project complete.
SC570	Essential Structural/Holding Repairs - Park Street Multi-Storey car park	Sean Cleary	58	27	23	(4)	4	0	3 year project. Year 2 works complete. Year 3 works now starting to be planned with work onsite to start in summer 15
SC571	Procurement of IT System to Manage Community Infrastructure Levy	Sara Saunders	20	20	0	(20)	20	0	Project due for completion in 2015/2016 prior to adoption of CIL. Examination scheduled to take place following Local Plan Examination.
SC577	Underground Investigations at Park St Multi Storey Car Park	Paul Necus	3	3	4	1	0	1	Retention fee paid, project complete

## Planning Policy &amp; Transport Portfolio / Environment Scrutiny Committee

## Capital Budget 2014/15 - Outturn

Capital Ref	Description	Lead Officer	Original Budget 2014/15 £000	Final Budget 2014/15 £000	Outturn £000	Variance - Outturn compared to Final Budget £000	Rephase Spend £000	Over / (Under) Spend £000	Variance Explanation / Comments
SC589	Grand Arcade Car Park Stairwell Refurbishment	Sean Cleary	50	50	43	(7)	7	0	Main works complete and 80% of main contractor payment made, remaining
SC590	Structural Holding Repairs & Lift Refurbishment - Queen Anne Terrace Car Park	Paul Necus	170	170	31	(139)	139	0	5 Year holding repairs project. Tender launched awaiting returns. Estimated start of holding repairs Autumn 15. Due to later than anticipated launch of tender future years budgets will require reprofiling
	INSPIRE Grant - to publish GIS data	Nick Burton	0	0	2	2	0	2	Project complete
<b>Total Projects</b>			<b>454</b>	<b>412</b>	<b>109</b>	<b>(303)</b>	<b>177</b>	<b>(126)</b>	
PV007	Cycleways	Joel Carre	419	279	244	(35)	35	0	Some projects delayed through lack of officer resource and liaison with third parties, both of which are being addressed with target completion during 2015-16.
PV018	Bus Shelters	Joel Carre	131	131	4	(127)	127	0	Project delayed through staffing changes and problems with suppliers. Defects addressed and final costs for shelters introduced in 2014 now agreed, with invoice for £13k imminent. Priorities for next phase agreed for further discussions with local Councillors/ Area chairs on detail as necessary. Project Engineer resource expected to be available from May 2015 to move project forward. Target completion of straightforward sites early in 2016, with remainder to follow as practicable dependent on detailed design and consultation outcomes.



## Planning Policy &amp; Transport Portfolio / Environment Scrutiny Committee

## Capital Budget 2014/15 - Outturn

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PV033B	Street Lighting	Joel Carre	40	40	0	(40)	40	0	Project delayed through staffing changes and liaison with third parties. Historic core area jointly funded improvements largely agreed with County Council and their lighting PFI provider Balfour Beatty. Further financial allocation approved for Kite area, with detail to be developed. Project Engineer resource expected to be available from June 2015 to move projects forward, with target completion dependent on BB programme but before end 2015-16.
PV532	Cambridge City 20mph Zones Project	Joel Carre	283	283	107	(176)	176	0	Ongoing 3 year project that is on track for completion during latter part of 2015-16
PV549	City Cycle Parking	Joel Carre	438	248	265	17	0	17	First phase of project to install on-street racks substantially complete. Further allocation from 2015-16 under consideration.
PV594	Green Deal	Jo Dicks	0	4,500	222	(4,278)	4,278	0	Project has been extended to end of March 2016 by Climate Change Minister. Full Ammount to be rephased for spend in 15/16
PV595	Green Deal - Private Rental Sector	Jo Dicks	0	1,500	28	(1,472)	1,472	0	Project has been extended to end of March 2016 by Climate Change Minister. Full Ammount to be rephased for spend in 15/16
<b>Total Provisions</b>			<b>1,311</b>	<b>6,981</b>	<b>870</b>	<b>(6,111)</b>	<b>6,128</b>	<b>17</b>	
<b>Total for Planning Policy &amp; Transport Portfolio</b>			<b>1,765</b>	<b>7,393</b>	<b>979</b>	<b>(6,414)</b>	<b>6,305</b>	<b>(109)</b>	

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

- rephased capital spend from the previous financial year

**Planning Policy & Transport Portfolio / Environment Scrutiny Committee**

**Capital Budget 2014/15 - Outturn**

Capital Ref	Description	Lead Officer	Original Budget 2014/15 £000	Final Budget 2014/15 £000	Outturn £000	Variance - Outturn compared to Final Budget £000	Rephase Spend £000	Over / (Under) Spend £000	Variance Explanation / Comments
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- rephased capital spend into future financial periods
- approval of new capital programmes and projects

and are detailed and approved:

- in the June/July 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, BSR)
- via technical adjustments/virements throughout the year