



To: Executive Councillor for City Centre & Public Places

Report by: Head of Finance

Relevant scrutiny committee: Community Services

9 July 2015

2014/15 Revenue and Capital Outturn, Carry Forwards and Significant Variances - City Centre & Public Places 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 City Centre & Public Places Portfolio, compared to the current 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 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 £78,300 as detailed in Appendix C, are to be recommended to Council for approval.
- b) To seek approval from Council to fund re-phased net capital spending of £973,000 in respect of capital schemes.

3. Background

Revenue Outturn

- 3.1 The outturn position for the City Centre & 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 2014/15 to the next financial year, 2015/16.

- 3.4 The overall revenue budget outturn position for the City Centre & Public Places Portfolio is set out in the table below:

City Centre & Public Places Portfolio 2014/15 Revenue Summary	£
Final Budget	2,767,370
Outturn	2,752,653
Variation – (Under)/Overspend for the year	(14,717)
Carry Forward Requests:	78,300
Net Variance	63,583

The net variance represents 2.3% of the overall portfolio budget for 2014/15.

Capital Outturn

- 3.5 Appendix D shows the outturn position for schemes and programmes within the City Centre & Public Places Portfolio, with explanations of variances.
- 3.6 A net underspend of £1,031,000 has arisen. £973,000 is due to slippage and rephasing of items in the capital plan is required to transfer the budget into 2015/16. The remaining £58,000 is a result of net underspends on individual capital schemes and programmes.

4. Implications

- 4.1 The net variance from the final budget, after approvals to carry forward budget of £78,300 from the current year into 2015/16, would result in an increased use of General Fund reserves of £63,583.
- 4.2 In relation to 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
- 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:

Author's Name: Chris Humphris
Author's Phone Number: 01223 – 458141
Author's Email: chris.humphris@cambridge.gov.uk

O:\accounts\Committee Reports & Papers\Community Services Scrutiny\2015 June\Final\City Centre and Public Places\Community (CCPP) Final Outturn Report 2014-15.docx

**City Centre & Public Places Portfolio / Community Services 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 £
Environment - Bereavement Services						
City of Cambridge Cemetery	31,400	42,990	24,920	(18,070)	0	(18,070)
Cambridge Crematorium	(934,000)	(954,350)	(950,536)	3,814	0	3,814
Huntingdon Road Cemetery	62,580	72,410	72,410	0	0	0
Bereavement Service Central Costs	531,310	752,750	747,132	(5,618)	0	(5,618)
Commemoration	(90,750)	(146,820)	(134,480)	12,340	0	12,340
	(399,460)	(233,020)	(240,554)	(7,534)	0	(7,534)
Environment - Open Space Management						
Refreshment Kiosks	(58,170)	(53,220)	(52,360)	860	0	860
Open Space Management	1,693,900	1,850,670	1,856,315	5,645	39,000	44,645
Seasonal Bedding	19,370	19,390	18,780	(610)	0	(610)
Closed Churchyards	73,190	77,070	69,101	(7,969)	8,000	31
Lettings & Events on Open Spaces	(43,170)	(40,370)	(49,018)	(8,648)	0	(8,648)
Grazing Management	(3,820)	(3,470)	(3,470)	0	0	0
Play Maintenance	361,740	372,010	354,302	(17,708)	0	(17,708)
Cherry Hinton Hall	(98,560)	(90,920)	(75,381)	15,539	0	15,539
Allotments	11,260	11,170	6,191	(4,979)	0	(4,979)
River Frontage Management	26,790	22,740	14,196	(8,544)	0	(8,544)
Histon Road Cemetery	0	0	229	229	0	229
Arboriculture	198,410	238,350	208,353	(29,997)	27,700	(2,297)
Local Nature Reserves	13,990	15,860	16,073	213	0	213
	2,194,930	2,419,280	2,363,311	(55,969)	74,700	18,731
Environment - Streets and Open Spaces						
Environmental Projects	327,020	411,310	482,348	71,038	0	71,038
Project Delivery	160,960	262,910	243,955	(18,955)	0	(18,955)
	487,980	674,220	726,303	52,083	0	52,083
Environment - Tourism and City Centre Management						
Tourism	178,300	227,010	236,270	9,260	0	9,260
Package Tour Scheme	(81,760)	(58,740)	(68,407)	(9,667)	0	(9,667)
City Centre Management	122,230	97,780	93,296	(4,484)	3,600	(884)
Head of Tourism & City Centre Management	0	0	0	0	0	0
Markets	(351,970)	(359,160)	(357,566)	1,594	0	1,594
	(133,200)	(93,110)	(96,407)	(3,297)	3,600	303
Total Net Budget	2,150,250	2,767,370	2,752,653	(14,717)	78,300	63,583

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

City Centre & Public Places Portfolio / Community Services Scrutiny Committee

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

Service Grouping	Reason for Variance	Amount £	Contact
Environment - Open Space Management	Arboriculture: a Priority Policy Fund bid was approved in 2011/12 for a four year project for planting new trees - this is unspent maintenance monies for year 3 & 4 and there is a request to carry this forward to be spent in 2015/16.	(29,997)	Alistair Wilson
Environment - Streets and Open Spaces	Environmental Projects / Project Delivery: Implementation costs for new building cleaning contract costs (in excess of £55,000) charged to this cost centre.	52,083	Alistair Wilson
Tourism and City Centre Management	Net minor underspends with a request to carry forward to cover the costs of a previously agreed course.	(3,297)	Emma Thornton

Community Services Scrutiny Committee
City Centre & Public Places Portfolio
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
1	Open Space Management Carry forward remaining funding to deliver projects initially funded through the Project Facilitation Fund	39,000	Alistair Wilson
2	Balance of unspent funds for an externally funded project at Mill Road Cemetery	8,000	Alistair Wilson
3	This represents the balance of unspent maintenance funds for years 3 & 4 which will be spent in 2015/16 [PPF 2011/12 - Four year programme of new tree planting]	27,700	Alistair Wilson
4	City Centre Management A carry forward is requested to cover the cost of a previously agreed course – LGA/KBA Strategic Leadership in Modern Local Government Programme.	3,600	Emma Thornton
Total Carry Forward Requests for City Centre & Public Places Portfolio / Community Services Scrutiny Committee		78,300	

Community Services Scrutiny Committee

City Centre & Public Places Portfolio

Capital Budget 2014/15 - Outturn

Capital Ref	Description	Lead Officer	Final Budget 2014/15 £000	Outturn £000	Variance - Outturn compared to Final Budget £000	Rephase Spend £000	Over / (Under) Spend £000	Variance Explanation / Comments
PR003 - 35516	City Centre Management Programme	E Thornton	5	4	(1)	0	(1)	Project Complete
PR010a - 35523	Environmental Improvements Programme - North Area	A Wilson	117	15	(102)	102	0	Rolling annual programme of projects, many of which delayed through lack of officer resource and liaison with third parties. Both of which are being addressed with target completion during 2015-16.
PR010b - 35524	Environmental Improvements Programme - South Area	A Wilson	154	40	(114)	114	0	Rolling annual programme of projects, many of which delayed through lack of officer resource and liaison with third parties. Both of which are being addressed with target completion during 2015-16.
PR010c - 35525	Environmental Improvements Programme - West/Central Area	A Wilson	101	31	(70)	70	0	Rolling annual programme of projects, many of which delayed through lack of officer resource and liaison with third parties. Both of which are being addressed with target completion during 2015-16.
PR010d - 35526	Environmental Improvements Programme - East Area	A Wilson	118	24	(94)	94	(0)	Rolling annual programme of projects, many of which delayed through lack of officer resource and liaison with third parties. Both of which are being addressed with target completion during 2015-16.
PR010di - 35527	Environmental Improvements Programme - Riverside/Abbey Road Junction	A Wilson	31	0	(31)	31	0	Outstanding work to paint railings now agreed with Exec Cllr. Target completion summer 2015.
PR010j - 35528	Environmental Improvements Programme - Fitzroy/Burleigh Street	A Wilson	0	1	1	0	1	Project completed with no further funding requirement.
PR027 - 38168	Replacement of Parks & Open Space Waste/Litter Bins	D Blair	129	88	(41)	41	0	Litter bin replacement programme is on-going
PR030a - 38213	Increase Biodiversity at Stourbridge Common (S106)	G Belcher	9	0	(9)	0	(9)	Project Complete
PR030b - 38214	Improve Access to Abbey Paddling Pools From Coldham's Common (S106)	A Wilson	10	6	(4)	0	(4)	Project Complete
PR030d - 38257	St Thomas Square Play Area Improvements (S106)	A Wilson	50	0	(50)	50	0	A second consultation has commenced 8th May 2015. Forecasting a July 2015 install date
PR030e - 38258	Cavendish Rd (Mill Rd end) Imp. seating, paving & public art (S106)	A Wilson	38	0	(38)	38	0	Alternative layout meeting Highway Authority approval now largely agreed, with detailed design, liaison with stakeholders and development of artists' brief underway. Statutory process required for parts of the work anticipated summer 2015 along with development of art element of the project. Target completion of landscaping elements by end Dec 2015
PR030f - 38259	Bath House Play Area Improvements (S106)	A Wilson	50	1	(49)	49	0	This project was originally programmed for July 15 delivery. Project development has resulted in the project moving outside its original scope and therefore is delayed. A revised project will be redevelopment more within the scope of the Committee Approval, with opportunity to consider further improvements at a later date
PR030h - 38255	Romsey 'town square' public realm improvements (S106)	A Wilson	6	2	(4)	4	0	Preliminary design work undertaken with discussion with landowner and adjacent tenants (Co-op etc.) underway. Detailed design work anticipated early summer with consultation, necessary approvals and procurement likely autumn 2015. Implementation dates subject to third party agreement, with target before end 2015-16
PR031d - 38262	Chestnut Grove play area improvements (s106)	A Wilson	50	0	(50)	50	0	This project was originally programmed for July 15 delivery. Project Appraisal Complete and now awaiting final Area Chair Approval - Forecasting a July 2015 delivery

Community Services Scrutiny Committee

City Centre & Public Places Portfolio

Capital Budget 2014/15 - Outturn

Capital Ref	Description	Lead Officer	Final Budget 2014/15 £000	Outturn £000	Variance - Outturn compared to Final Budget £000	Rephase Spend £000	Over / (Under) Spend £000	Variance Explanation / Comments
PR031e - 38263	Alexandra Gardens Trim Trail (S106)	A Wilson	35	0	(35)	0	(35)	This project is cancelled due to public concerns expressed over suitability of the offer.
PR031h - 38266	Lighting Improvements - Nun's Way multi - use games area (S106)	A Wilson	20	0	(20)	0	(20)	This project is cancelled as the works required are outside the qualifying scope of S106 spend
PR031i - 38280	Perse Way Flats Play Area (S106)	A Wilson	25	0	(25)	25	0	Project Appraisal Complete and now awaiting final Area Chair Approval - Forecasting a July 2015 delivery
PR032c - 38218	Cherry Hinton Recreation Ground Improvements (S106)	A Wilson	44	64	20	0	20	Overspent due to a change in surfacing requirement as the installation proceeded. Initially the installation was going to have grass matting but in discussion with our tree officer this would have a detrimental impact on the root zone of a clump of trees in close proximity. The surface chosen lays on top of grass thus avoiding excavation and therefore has a minimum impact on the root zone. The new surface cost however was significantly more than previously proposed.
PR032e - 38267	Accordia Trim Trail & Jnr Scooter Park (S106)	A Wilson	50	0	(50)	50	0	Project Appraisal Complete and now awaiting final Area Chair Approval
PR033a - 38220	Benches in Parks & Open Spaces (S106)	A Wilson	20	20	0	0	0	Complete
PR033b - 38221	Access Improvements to Midsummer Common Community Orchard (S106)	A Wilson	5	1	(4)	0	(4)	Complete
PR033c - 38222	Public Art element of improvements to the entrances at Histon Rd Rec (S106)	A Wilson	40	27	(13)	13	0	Art work is now being fabricated with a autumn delivery to coincide with the school term. An additional PA has been circulated to WCAC for approval, for additional items relating to improvements to Histon Road Recreation Ground
PR033f - 38272	Histon Rd Rec Ground Improvements (S106)	A Wilson	55	0	(55)	55	0	Project Appraisal Complete and now awaiting final Area Chair Approval - Forecasting a July 2015 delivery 12/5 To be completed with other improvement works to include Public Art and improvements to access and entrances
PR033g - 38273	Lammas Land diagonal cycle path solar studs (S106)	A Wilson	3	1	(2)	0	(2)	Complete
PR034a - 38224	Logan's Meadow Local Nature Reserve (LNR) Extension (S106)	G Belcher	139	115	(24)	0	(24)	Project Complete
PR034b - 38225	Paradise Local Nature Reserve (LNR) (S106)	G Belcher	0	0	0	0	0	Project Complete
PR034c - 38226	Drainage of Jesus Green (S106)	A Wilson	82	76	(6)	6	0	Complete - retention and autumn re-instatement costs
PR034d - 38227	Public Art - 150th & 400th Anniversary (S106)	A Wilson	17	12	(5)	5	0	The artist contract is to be signed shortly.
PR037 - 38252	Local Centres Improvement Programme	A Wilson	30	6	(24)	24	0	Funding provision in 2014-15 for officer time costs to work up project(s) for implementation from 2015-16 onwards. Need to ensure all officer time costs, including urban design and conservation, are fully re-charged to this cost centre. Good progress being made on the first priority project (Cherry Hinton) in conjunction with a County Council proposal that has recently been subject to detailed local engagement with a positive outcome. More detailed and statutory consultation, stakeholder approval, procurement and implementation to follow during 2015-16.
Total Programmes			1,433	534	(899)	821	(78)	

Community Services Scrutiny Committee

City Centre & Public Places Portfolio

Capital Budget 2014/15 - Outturn

Capital Ref	Description	Lead Officer	Final Budget 2014/15 £000	Outturn £000	Variance - Outturn compared to Final Budget £000	Rephase Spend £000	Over / (Under) Spend £000	Variance Explanation / Comments
SC410 - 38118	Mill Road Cemetery	A Wilson	24	3	(21)	21	0	HLF funded project. One more component to be delivered Summer/ Autumn 15 12th May - The delayed component is the excavation and exposure of the Mill Road Cemetery Chapel - This work requires Faculty approval and is to be delivered through the summer of 15.
SC456 - 39135	Coldhams Common Local Nature Reserve (LNR) (S106)	G Belcher	25	0	(25)	0	(25)	Project Complete.S106 element complete. Ongoing management following 2014/5 approval of Management Plan to be met via Single Farm Payment
SC468 - 38130	Vie Play Area (S106)	A Wilson	0	1	1	0	1	Complete
SC469 - 38131	Vie Public Open Space (S106)	A Wilson	33	1	(32)	32	0	The consultation has been completed on the equipment to be installed and on preferred locations. The location is outside the scope of the terms of the S106 and DO'H is clarifying with legal services whether there are any risk s with using the funding outside the red line of the development, before determining whether or not to proceed
SC479 - 38140	Abbey Pool Play Area Facilities (S106)	A Wilson	83	98	15	0	15	95% Complete - last few remaining invoices to be settled
SC492 - 38153	Jesus Green Play Area (S106)	A Wilson	2	0	(2)	2	0	Installation of fence as requested after play area was completed
SC507 - 39140	Visit Cambridge Website	E Thornton	2	2	0	0	0	Project Complete
SC524 - 38171	Cambridge Crematorium - Chapels & Public Areas Refurbishment	T Lawrence	7	7	0	0	0	Project complete
SC539 - 39151	Metered system for the supply of electricity on the Market	D Ritchie	24	21	(3)	0	(3)	Project Complete
SC540 - 39152	Electronic Market Management Software	D Ritchie	9	2	(7)	4	(3)	The final payment held back owing to concerns with the functionality of the system. Review of effectiveness of system will be complete by end of June so we would request a c/f for the remaining £4k until then.
SC544 - 38175	Coleridge Recreation Ground Improvements (S106)	A Wilson	266	196	(70)	70	0	there have been delays with specialist contractors, these are not resolved and the Play Area is to be completed w/c 18th May '15; MUGA (Planning permission granted) to be completed June 15
SC548 - 38179	Southern Connections Public Art Commission (S106)	A Wilson	22	15	(7)	7	0	Phase 1 completed. Project progressing
SC551 - 38182	Stourbridge Common - Riverbank Project	A Wilson	0	25	25	0	25	Project complete. The £25,000 additional revenue spend was for an extension of the 2013/14 Capital riverbank restoration works on Stourbridge Common from 260 metres to 330 metres, approved under urgency powers by the executive Councillor for Public Places and reported to Community Services on 11 July 2014
SC561 - 38190	Adaptations - Riverside River Banks	A Wilson	3	0	(3)	3	0	No identified spend at present. Awaiting the outcome on health and safety report on Riverside Railings
SC562 - 38191	Review - Street & Open Spaces Benches	A Wilson	47	42	(5)	5	0	90% Complete
SC573 - 38208	Installation of Air Conditioning units at the Tourist Information Centre	E Thornton	2	0	(2)	0	(2)	Project Complete
SC581 - 38240	Epilog Upgrade	T Lawrence	11	12	1	0	1	Project complete with regard to payments
SC584 - 38244	Parker's Piece Lighting Project (S106)	A Wilson	28	36	8	0	8	Project complete
SC591 - 38251	Crematorium Data Link	T Lawrence	8	0	(8)	8	0	Project now due for completion in 2015/16 - purchase order raised for works in April 2015

Community Services Scrutiny Committee

City Centre & Public Places Portfolio

Capital Budget 2014/15 - Outturn

Capital Ref	Description	Lead Officer	Final Budget 2014/15 £000	Outturn £000	Variance - Outturn compared to Final Budget £000	Rephase Spend £000	Over / (Under) Spend £000	Variance Explanation / Comments
SC600 - 38287	Far East Prisoners of War Commemorative Plaque	A Wilson	0	1	1	0	1	Costs incurred on staffing to work up design for completion in 2015-16, for which there is Capital budget provision.
- 38123	Active Communities Small Projects (under £15k) (S106)	T Wetherfield	0	2	2	0	2	
Total Projects			596	464	(132)	152	20	
PV348 - 38093	Allotment Improvements (S106)	A Wilson	7	7	0	0	0	Complete
Total Provisions			7	7	0	0	0	
Total City Centre & Public Places Portfolio			2,036	1,005	(1,031)	973	(58)	

- 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 Mid-Year Financial Review (MFR))
- in the January committee cycle (as part of the budget setting report)