



To Executive Councillor for Environment & Waste

Report by Director of Environment and Head of Finance

Relevant Scrutiny  
Committee Environment

28 June 2016

## **2015/16 Revenue and Capital Outturn, Carry Forwards and Significant Variances – Environment & Waste Portfolio**

### **Key Decision**

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

1.1 This report presents, for the Environment & Waste Portfolio :

- a) A summary of actual income and expenditure compared to the final budget for 2015/16 (outturn position)
- b) Revenue and capital budget variances with explanations
- c) Specific requests to carry forward funding available from budget underspends into 2016/17.

#### **2. Recommendations**

The Executive Councillor is recommended to request that the Executive Councillor for Finance and Resources, at the Strategy and Resources Scrutiny Committee on 4 July 2016, approves the following:

- a) Carry forward requests of £418k capital resources from 2015/16 to 2016/17 to fund rephased net capital spending, as detailed in **Appendix D**.

### 3. Background

#### Revenue Outturn

- 3.1 The overall revenue budget outturn position for the Environment & Waste Portfolio is given in the table below. Detail, by service grouping, is presented in **Appendix A**.

2014/15 £'000	Environment & Waste Portfolio Revenue Summary	2015/16 £'000	% Final Budget
8,447	Original Budget	7,823	98.2
-	Adjustment – Prior Year Carry Forwards	96	1.2
-	Adjustment – Service Restructure Costs	(7)	(0.1)
-	Adjustment – Earmarked Reserves	0	0.0
-	Adjustment – Capital Charges	5	0.1
-	Adjustment – Central & Support reallocations	45	0.6
(374)	Other Adjustments	0	0.0
8,073	Final Budget	7,962	100.0
7,776	Outturn	7,728	97.1
<b>(297)</b>	<b>(Under) / Overspend for the year</b>	<b>(234)</b>	<b>(2.9)</b>
96	Carry Forward Requests	0	0.0
<b>(201)</b>	<b>Resulting Variance</b>	<b>(234)</b>	<b>(2.9)</b>

- 3.2 **Appendix A** shows original and final budgets for the year (with the movements summarised in the above table) and compares the final budget with the outturn position for this Portfolio for 2015/16. The original revenue budget for 2015/16 was approved by the Executive Councillor for Environment & Waste on 13 January 2015.
- 3.3 **Appendix B** provides explanations of the main variances.
- 3.4 **Appendix C** lists revenue carry forward requests for which there are none for this portfolio.

## Capital Outturn

- 3.5 The overall capital budget outturn position for the Environment & Waste Portfolio is given in the table below. **Appendix D** shows the outturn position by scheme and programme with explanations of variances.

<b>2014/15 £'000</b>	<b>Environment &amp; Waste Portfolio Capital Summary</b>	<b>2015/16 £'000</b>	<b>% Final Budget</b>
1,411	Final Budget	1,566	100.0
874	Outturn	1,186	75.7
<b>(537)</b>	<b>Variation - (Under)/Overspend for the year</b>	<b>(380)</b>	<b>(24.3)</b>
537	Rephasing Requests	418	26.7
<b>0</b>	<b>Variance</b>	<b>38</b>	<b>2.4</b>

## 4. Implications

- 4.1 The net variance from the final budget (see above), would result in a decreased use of General Fund reserves of £234k.
- 4.2 A decision not to approve a carry forward request may 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

- Closedown Working Files 2015/16
- Directors' Variance Explanations – March 2016
- Capital Monitoring Reports – March 2016
- Budgetary Control Reports to 31 March 2016

## 6. Inspection of papers

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

Authors' Names: Karen Whyatt; Jackie Collinwood  
Authors' Phone Numbers: 01223 - 458145; 01223 - 458241  
[karen.whyatt@cambridge.gov.uk](mailto:karen.whyatt@cambridge.gov.uk)  
Authors' Emails: [jackie.collinwood@cambridge.gov.uk](mailto:jackie.collinwood@cambridge.gov.uk)

## Environment &amp; Waste Portfolio / Environment Scrutiny Committee

## Revenue Budget 2015/16 - Outturn

Service Grouping	Original Budget £	Final Budget £	Outturn £	Variation Increase / (Decrease) £	Carry Forward Requests - see Appendix C £	Net Variance £
<b>Environment - Environmental Services</b>						
Control of Disease	114,520	111,960	104,910	(7,050)		(7,050)
Out of Hours	150,860	150,860	136,357	(14,503)		(14,503)
Scientific Team	390,960	398,960	374,793	(24,167)		(24,167)
Food and Occupational Safety	463,790	464,380	415,288	(49,092)		(49,092)
Enforcement	168,910	168,910	161,808	(7,102)		(7,102)
Residential Statutory Notice	70,630	70,630	72,163	1,533		1,533
Food & Occupation - Income Generation	(8,250)	(8,840)	(7,017)	1,823		1,823
Enforcement - Income Generation	(8,240)	(8,240)	(2,337)	5,903		5,903
Cambridge University Funded EHO post	0	0	9,674	9,674		9,674
	<b>1,343,180</b>	<b>1,348,620</b>	<b>1,265,639</b>	<b>(82,981)</b>	<b>0</b>	<b>(82,981)</b>
<b>Environment - Licensing</b>						
Liquor Licensing	(70)	(70)	(9,662)	(9,592)		(9,592)
Gambling Act	(100)	0	0	0		0
Miscellaneous Licensing	(40)	0	0	0		0
Private Hire Vehicles	0	0	0	0		0
Taxis	0	0	0	0		0
	<b>(210)</b>	<b>(70)</b>	<b>(9,662)</b>	<b>(9,592)</b>	<b>0</b>	<b>(9,592)</b>
<b>Environment - Streets and Open Spaces</b>						
Rangers	399,880	405,380	376,741	(28,639)		(28,639)
Abandoned Vehicles	0	0	0	0		0
Public Realm Enforcement	342,190	358,180	352,978	(5,202)		(5,202)
Control of Dogs	87,900	103,970	97,391	(6,579)		(6,579)
Public Toilets	0	532,750	479,721	(53,029)		(53,029)
Toilet Cleaning - Direct	604,020	121,830	217,384	95,554		95,554
Street Cleansing	2,224,310	2,277,020	2,156,174	(120,846)		(120,846)
Grounds Maintenance	0	0	0	0		0
	<b>3,658,300</b>	<b>3,799,130</b>	<b>3,680,389</b>	<b>(118,741)</b>	<b>0</b>	<b>(118,741)</b>
<b>Environment - Waste &amp; Recycling</b>						
Green Waste Recycling	912,360	854,720	846,360	(8,360)		(8,360)
Domestic Refuse	850,360	922,350	916,472	(5,878)		(5,878)
Domestic Special Collections	(70,860)	(80,310)	5,937	86,247		86,247
Trade Refuse	(409,310)	(393,770)	(499,460)	(105,690)		(105,690)
Trade Waste Bulky Collections	15,740	3,760	(22,331)	(26,091)		(26,091)
Dry Recycling	659,650	674,940	688,257	13,317		13,317
Clinical Waste	(3,820)	(3,820)	(4,367)	(547)		(547)
College/Bring Bank Recycling	0	0	0	0		0
Bin Deliveries	51,540	52,540	51,168	(1,372)		(1,372)
Fleet Direct	0	0	0	0		0
Garage External Work	43,600	37,280	42,375	5,095		5,095
Recycling Strategy	(75,070)	(40,390)	(87,525)	(47,135)	0	(47,135)
Waste Development	230,610	214,430	220,388	5,958		5,958
Shared Waste Implementation Costs	46,740	44,930	125,571	80,641		80,641
	<b>2,251,540</b>	<b>2,286,660</b>	<b>2,282,845</b>	<b>(3,815)</b>	<b>0</b>	<b>(3,815)</b>
<b>Environment - Service &amp; Dept Management</b>						
Refuse & Environment Operational Support	570,220	527,370	508,577	(18,793)		(18,793)
Head of Streets and Open Spaces	0	0	0	0		0
	<b>570,220</b>	<b>527,370</b>	<b>508,577</b>	<b>(18,793)</b>	<b>0</b>	<b>(18,793)</b>
<b>Total Net Budget</b>	<b>7,823,030</b>	<b>7,961,710</b>	<b>7,727,788</b>	<b>(233,922)</b>	<b>0</b>	<b>(233,922)</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

## Environment & Waste Portfolio / Environment Scrutiny Committee

### Revenue Budget 2015/16 - Major Variances from Final Revenue Budgets

Cost Centre	Reason for Variance	Amount £	Contact
	<b>Environment - Environmental Services</b>		
Scientific Team	There are two main reasons for this underspend. Firstly funds to deal with a specific potential contaminated land issue were carried forward from 14/15. This issue was resolved without substantial expenditure on our part and so no further carry forward is requested. This accounts for £15,631 of the variance. Also additional income was received for Planning Performance Agreements and Air Quality Services.	(24,167)	Jo Dicks
Food and Occupational Safety	The underspend is due to two staff vacancies and the reduction of hours by 1 officer.	(49,092)	Frank Harrison
	<b>Environment - Streets and Open Spaces</b>		
Rangers	Underspend due to part year staff vacancies	(28,639)	Wendy Young
Public Toilets	Expenditure budget for programmed works is for twelve months with only ten months of actual charges - linked to the toilet cleaning cost centre which holds the first two months worth of costs	(53,029)	Anthony French
Toilet Cleaning	Linked to the Public Toilets cost centre - this represents the first two months of costs prior to the transfer to CCS	95,554	Don Blair
Street Cleansing	Variance relates to additional income (£60k) from Cbid and underspends on staffing, fleet maintenance and subcontractors	(120,846)	Don Blair
	<b>Environment - Waste and Recycling</b>		
Domestic Special Collections	A budget saving of £90k was approved to review bulky waste in 2015-16. The project to realise this saving could not commence due to resource constraints and pressures of other changes within the service. The saving was deleted for 2016-17 onwards in the October 2015 MFR.	86,247	Simon Payne
Trade Refuse	Income was higher than budgeted for largely due to new contracts (230k). This was partly offset by additional expenditure on bin purchase and refurbishment (77k) and gate fee and waste disposal charges (37k). Budget bids were approved to take account of these variances in 2016-17.	(105,690)	Greg Hutton-Squire
Trade Waste Bulky Collections	The variance is mainly due to increased income.	(26,091)	Greg Hutton-Squire
Recycling Strategy	The variance is due to increased recycling credit income and an underspend on the purchase of bins budget.	(47,135)	Simon Payne
Shared Waste Implementation Costs	The shared waste implementation budget was overspent largely due to the delay in appointing the new shared head of service plus other costs that were greater than expected and were not covered by the efficiency fund budget that was allocated to the project.	80,641	Simon Payne
<b>Other</b>		(41,675)	-
<b>Total</b>		<b>(233,922)</b>	

**Environment & Waste Portfolio / Environment Scrutiny Committee****Revenue Budget 2015/16 - Carry Forward Requests**

Request to Carry Forward Budgets from 2015/16 into 2016/17

Item	Reason for Carry Forward Request	Amount £	Contact
	No carry forwards are requested for this portfolio		
	<b>Total Carry Forward Requests for Environmental &amp; Waste Services Portfolio / Environment Scrutiny Committee</b>		

## Environment and Waste Portfolio / Environment Scrutiny Committee

## Capital Budget 2015/16 - Outturn

Capital Ref	Description	Lead Officer	Original Budget 2015/16 £000	Final Budget 2015/16 £000	Outturn £000	Variance - Outturn compared to Final Budget £000	Rephase Spend £000	Over / (Under) Spend £000	Variance Explanation / Comments
SC588	NW Cambridge Development Underground Collection Vehicle	Simon Payne	210	210	0	(210)	210	0	Vehicle order now place (136719) awaiting confirmation of deliver date, expected sept/Oct. 2016. Total cost of vehicle 265k. 108k to be reclaimed from the university on delivery
SC607	Fleet Maintenance & Management Service at Waterbeach	David Cox	0	34	0	(34)	34	0	Original budget bid was based on a 1 April 2016 occupancy at the Waterbeach garage. This has now slipped to early 2016/17 so a rephase of the budget is requested.
<b>Total Projects</b>			<b>210</b>	<b>244</b>	<b>0</b>	<b>(244)</b>	<b>244</b>	<b>0</b>	
PR016	Public Conveniences	Alistair Wilson	0	41	11	(30)	30	0	Final account for Lion Yard refurbishment still to be agreed. Business Case for Silver St. upgrade under development following options shortlisting Exec Cllr & Env Scrut C'tee March 2016. Public consultation anticipated Summer 2016.
<b>Total Provisions</b>			<b>0</b>	<b>41</b>	<b>11</b>	<b>(30)</b>	<b>30</b>	<b>0</b>	
PR017	Vehicle Replacement Programme	David Cox	597	1,027	1,065	38	0	38	Overspend due to individual cost of one Refuse Collection Vehicle (fleet 238) being greater than expected
PR028	Litter Bin Replacement Programme	Don Blair	125	132	18	(114)	114	0	Litter bin replacement programme is on-going for 2016/17
PR035	Waste & Recycling Bins - New Developments (S106)	Simon Payne	78	122	92	(30)	30	0	The original budget was based on the housing trajectory at the time of setting the budget however the actual build out profile differed.
<b>Total Programmes</b>			<b>800</b>	<b>1,281</b>	<b>1,175</b>	<b>(106)</b>	<b>144</b>	<b>38</b>	
								<b>0</b>	
<b>Total for Environmental and Waste Services Portfolio</b>			<b>1,010</b>	<b>1,566</b>	<b>1,186</b>	<b>(380)</b>	<b>418</b>	<b>38</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/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)