



To Executive Councillor for City Centre & Public Places
Report by Director of Environment and Head of Finance
Relevant Scrutiny Committee Community Services 30 June 2016

2015/16 Revenue and Capital Outturn, Carry Forwards and Significant Variances – City Centre & Public Places Portfolio

Key Decision

1. Executive summary

1.1 This report presents, for the City Centre & Public Places 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 totalling £25k revenue funding from 2015/16 to 2016/17, as detailed in **Appendix C**
- b) Carry forward requests of £881k 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 City Centre & Public Places Portfolio is given in the table below. Detail, by service grouping, is presented in **Appendix A**.

| 2014/15 £'000 | City Centre & Public Places Portfolio Revenue Summary | 2015/16 £'000 | % Final Budget |
|------------------|--|------------------|-------------------|
| 2,150 | Original Budget | 2,216 | 93.2 |
| - | Adjustment – Prior Year Carry Forwards | 78 | 3.3 |
| - | Adjustment – Service Restructure Costs | 42 | 1.8 |
| - | Adjustment – Earmarked Reserves | (3) | (0.1) |
| - | Adjustment – Capital Charges | 50 | 2.1 |
| - | Adjustment – Central & Support reallocations | (6) | (0.3) |
| 617 | Other Adjustments | 0 | 0.0 |
| 2,767 | Final Budget | 2,377 | 100.0 |
| 2,753 | Outturn | 2,420 | 101.8 |
| (14) | (Under) / Overspend for the year | 43 | 1.8 |
| 78 | Carry Forward Requests | 25 | 1.1 |
| 64 | Resulting Variance | 68 | 2.9 |

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 City Centre & Public Places on 15 January 2015.

3.3 **Appendix B** provides explanations of the main variances.

3.4 **Appendix C** lists revenue carry forward requests.

Capital Outturn

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

| 2014/15 £'000 | City Centre & Public Places Portfolio Capital Summary | 2015/16 £'000 | % Final Budget |
|------------------|--|------------------|-------------------|
| 2,036 | Final Budget | 1,586 | 100.0 |
| 1,005 | Outturn | 708 | 44.6 |

| | | | |
|----------------|---------------------------------------|--------------|---------------|
| (1,031) | (Under)/Overspend for the year | (878) | (55.3) |
| 973 | Rephasing Requests | 881 | 55.5 |
| (58) | Resulting Variance | 3 | 0.2 |

4. Implications

- 4.1 As most of the variances from the final budget (see above), relate to schemes funded from developer contributions (S106), there would be no significant impact in Use of General Fund reserves.
- 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:

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**City Centre & Public Places Portfolio / Community Services 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 £ |
|---|----------------------|-------------------|------------------|--------------------------------------|--|-------------------|
| Environment - Bereavement Services | | | | | | |
| City of Cambridge Cemetery | (67,460) | (82,530) | (82,530) | 0 | 0 | 0 |
| Cambridge Crematorium | (1,164,610) | (1,157,730) | (1,157,730) | 0 | 0 | 0 |
| Bereavement Services - Burials & Grounds | 0 | 199,300 | 199,300 | 0 | 0 | 0 |
| Huntingdon Road Cemetery | 0 | 0 | 0 | 0 | 0 | 0 |
| Bereavement Service Central Costs | 1,008,370 | 818,950 | 818,950 | 0 | 0 | 0 |
| Commemoration | (125,000) | (125,000) | (125,000) | 0 | 0 | 0 |
| | (348,700) | (347,010) | (347,010) | 0 | 0 | 0 |
| Environment - Open Space Management | | | | | | |
| Bill Posting & Distribution | (25,460) | (25,460) | 5,153 | 30,613 | 0 | 30,613 |
| Refreshment Kiosks | (55,890) | (55,890) | (49,539) | 6,351 | 0 | 6,351 |
| Open Space Management | 1,722,160 | 1,765,050 | 1,755,030 | (10,020) | 0 | (10,020) |
| Seasonal Bedding | 14,560 | 13,190 | 10,045 | (3,145) | 0 | (3,145) |
| Closed Churchyards | 78,400 | 101,900 | 59,219 | (42,681) | 25,000 | (17,681) |
| Lettings & Events on Open Spaces | (41,670) | (41,670) | (37,190) | 4,480 | 0 | 4,480 |
| Grazing Management | (3,320) | (3,320) | 5,341 | 8,661 | 0 | 8,661 |
| Play Maintenance | 159,370 | 159,370 | 149,374 | (9,996) | 0 | (9,996) |
| Cherry Hinton Hall | (93,320) | (93,320) | (82,451) | 10,869 | 0 | 10,869 |
| Allotments | 12,450 | 13,130 | 8,473 | (4,657) | 0 | (4,657) |
| River Frontage Management | 9,110 | 12,940 | 8,458 | (4,482) | 0 | (4,482) |
| Histon Road Cemetery | 0 | 0 | (135) | (135) | 0 | (135) |
| Arboriculture | 207,460 | 235,160 | 274,386 | 39,226 | 0 | 39,226 |
| Local Nature Reserves | 15,880 | 28,650 | 26,907 | (1,743) | 0 | (1,743) |
| | 1,999,730 | 2,109,730 | 2,133,071 | 23,341 | 25,000 | 48,341 |
| Environment - Streets and Open Spaces | | | | | | |
| Environmental Projects | 400,300 | 429,170 | 433,086 | 3,916 | 0 | 3,916 |
| Project Delivery | 231,050 | 251,050 | 287,507 | 36,457 | 0 | 36,457 |
| | 631,350 | 680,220 | 720,593 | 40,373 | 0 | 40,373 |
| Environment - Tourism and City Centre Management | | | | | | |
| Tourism | 213,280 | 213,280 | 211,424 | (1,856) | 0 | (1,856) |
| City Centre Management | 109,350 | 107,450 | 95,613 | (11,837) | 0 | (11,837) |
| Head of Tourism & City Centre Management | 0 | 0 | 0 | 0 | 0 | 0 |
| Markets | (388,470) | (386,670) | (393,451) | (6,781) | 0 | (6,781) |
| | (65,840) | (65,940) | (86,414) | (20,474) | 0 | (20,474) |
| Total Net Budget | 2,216,540 | 2,377,000 | 2,420,240 | 43,240 | 25,000 | 68,240 |

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 2015/16 - Major Variances from Final Revenue Budgets

| Service Grouping | Reason for Variance | Amount £ | Contact |
|--|---|---------------|-----------------|
| Environment - Open Space Management | Bill Posting & Distribution: A service review is being undertaken to identify possible efficiencies and income opportunities. A one off budget bid of £25,000 was approved for the 2016/17 budget to reflect the underachievement in income. | 30,613 | Anthony French |
| | Arboriculture: Temporary staff costs to cover recruitment difficulties of arboricultural officer. Recharges yet to be received from the County Council. | 39,226 | Alistair Wilson |
| | Closed Churchyards: Underspend due to delay in obtaining the necessary consents and permissions to start projects relating to Mill Road Cemetery - hence the carry forward request. | (42,681) | Alistair Wilson |
| Environment - Streets and Open Spaces | Environmental Projects / Project Delivery: Majority of officer costs incurred during year now recharged to project cost centres. Overspend relates to salary costs incurred for agency Landscape Architect seconded to cover maternity absence. | 36,457 | John Richards |
| Other | | (20,375) | - |
| Total | | 43,240 | |

Community Services Scrutiny Committee

City Centre & Public Places Portfolio

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 |
|---|---|---------------|-----------------|
| 1 | <p>Open Space Management</p> <p>Underspend due to delay in obtaining the necessary consents and permissions to start projects relating to Mill Road Cemetery - hence the carry forward request</p> | 25,000 | Alistair Wilson |
| Total Carry Forward Requests for City Centre & Public Places Portfolio / Community Services Scrutiny Committee | | 25,000 | |

City Centre & Public Places Portfolio / Community Services Scrutiny Committee

Capital Budget 2015/16 - Outturn

| Capital Ref | Description | Lead Officer | Original Budget 2015/16 | Final Budget 2015/16 | Outturn | Variance - Outturn compared to Final Budget | Rephase Spend | Over / (Under) Spend | Variance Explanation / Comments |
|-----------------|--|--------------|-------------------------|----------------------|---------|---|---------------|----------------------|--|
| PR010a - 35523 | Environmental Improvements Programme - North Area | A Wilson | 30 | 132 | 27 | (105) | 105 | 0 | Rolling programme delayed by complex dependencies, including staffing changes and highways approvals/ processes. Recent push with 17 projects completed, further 6 imminent. 2016/17 project bids approved at Area Committee Spring 2016, with further round due later in 2016. |
| PR010b - 35524 | Environmental Improvements Programme - South Area | A Wilson | 29 | 143 | 1 | (142) | 142 | (0) | Rolling programme delayed by complex dependencies, including staffing changes and highways approvals/ processes. Recent push with 7 projects completed, further 2 (Rectory Terrace, Cherry Hinton and Bateman St.) imminent. Further work needed to allocate outstanding, and 2016/17 programme, funds through Area Committee. |
| PR010c - 35525 | Environmental Improvements Programme - West/Central Area | A Wilson | 66 | 136 | 28 | (108) | 108 | 0 | Rolling programme delayed by complex dependencies, including staffing changes and highways approvals/ processes. Recent push with 15 projects completed, further 4 in preparation. 2016/17 project bids approved at Area Committee Spring 2016, with further round due later in 2016. |
| PR010d - 35526 | Environmental Improvements Programme - East Area | A Wilson | 50 | 144 | 25 | (119) | 119 | (0) | Rolling programme delayed by complex dependencies, including staffing changes and local stakeholder engagement. Recent push with 12 projects completed, further 4 imminent. 2016/17 project bids approved at Area Committee Spring 2016. |
| PR010di - 35527 | Environmental Improvements Programme - Riverside/Abbey Road Junction | A Wilson | 0 | 31 | 0 | (31) | 31 | 0 | Project complete |
| PR027 - 38168 | Replacement of Parks & Open Space Waste/Litter Bins | D Blair | 75 | 116 | 68 | (48) | 48 | (0) | Works complete at Parkers Piece, Christ's Pieces, Queens' Green and Jesus Green. Some new bagged liners to fit to the bins to speed up emptying and reduce manual handling risks. Litter bin replacement programme is on-going for 2016/17 |
| PR030d - 38257 | St Thomas Square Play Area Improvements (S106) | A Wilson | 0 | 50 | 50 | (0) | 0 | (0) | Project complete |
| PR030e - 38258 | Cavendish Rd (Mill Rd end) improvements: seating & paving (S106) | A Wilson | 0 | 8 | 1 | (7) | 7 | 0 | Project delayed by dependencies on key local stakeholder and parallel art project. Issues now resolved. Project being firmed up with target implementation late summer 2016. |
| PR030f - 38259 | Bath House Play Area Improvements (S106) | A Wilson | 0 | 49 | 2 | (47) | 47 | (0) | Local consultation in 2015/16 has clarified the way forward for this play area project. Project now reconfigured and estimated to cost around £60k (S106 funding is available). Business case has been approved by Capital Programme Board, subject to comments from East Area Chair, Vice Chair and Opposition Spokes. Expected to be delivered in summer 2016. |

City Centre & Public Places Portfolio / Community Services Scrutiny Committee

Capital Budget 2015/16 - Outturn

| Capital Ref | Description | Lead Officer | Original Budget 2015/16 | Final Budget 2015/16 | Outturn | Variance - Outturn compared to Final Budget | Rephase Spend | Over / (Under) Spend | Variance Explanation / Comments |
|----------------|--|--------------|-------------------------|----------------------|---------|---|---------------|----------------------|---|
| PR030h - 38255 | Romsey 'town square' public realm improvements (S106) | A Wilson | 54 | 58 | 2 | (56) | 56 | 0 | Public consultation completed with majority support, nevertheless key stakeholder desire to add value to project. Currently under review, in conjunction with ward councillors. Additional £10k County Council funding available. |
| PR031b - 38211 | BMX track next to Brown's Field Community Centre (S106) | A Wilson | 0 | 29 | 30 | 1 | 0 | 1 | Project complete |
| PR031d - 38262 | Chestnut Grove play area improvements (S106) | A Wilson | 0 | 50 | 50 | (0) | 0 | (0) | Project complete |
| PR031i - 38280 | Perse Way Flats Play Area (S106) | A Wilson | 0 | 25 | 23 | (2) | 2 | (0) | Project complete |
| PR031l - 38345 | Landscaping and play area improvements on green on Bateson Road (S106) | A Wilson | 0 | 0 | 27 | 27 | (27) | (0) | Project starts on site 16th May |
| PR031m - 38346 | Install play equipment at Dundee Close, Discovery Road and Scotland Road play areas (S106) | A Wilson | 0 | 0 | 10 | 10 | (10) | (0) | Projects complete at Dundee Close and Scotland Road. Discovery Way before 30/05/2016 |
| PR032e - 38267 | Accordia Trim Trail & Jnr Scooter Park (S106) | A Wilson | 0 | 50 | 35 | (15) | 0 | (15) | Scooter trail complete. Area Committee agreed not to go ahead with the adult trim trail, so the £15k informal open space contributions returns to the devolved funds for other local projects. |
| PR033c - 38222 | Public Art element of improvements to the entrances at Histon Rd Rec (S106) | A Wilson | 0 | 31 | 29 | (2) | 2 | (0) | Project completed. Residual spending to be drawn down. Any remainder to be returned to devolved funding available for other local projects. |
| PR033f - 38272 | Histon Rd Rec Ground Improvements (S106) | A Wilson | 0 | 55 | 41 | (14) | 14 | 0 | Project completed. Residual spending to be drawn down. Any remainder to be returned to devolved funding available for other local projects. |
| PR034c - 38226 | Drainage of Jesus Green (S106) | A Wilson | 0 | 6 | 0 | (6) | 6 | 0 | Drainage project complete. Repairs to Victoria Ave. gate apron anticipated Summer/ Autumn 2016 (additional £5k County Council funding contribution). |
| PR034d - 38227 | Public Art - 150th & 400th Anniversary (S106) | A Wilson | 93 | 98 | (14) | (112) | 112 | (0) | Project underway with website launched and work on the physical artwork on (revised) programme. |
| PR037 - 38252 | Local Centres Improvement Programme | A Wilson | 20 | 44 | 17 | (27) | 27 | 0 | Funding to develop project proposals for 3 local centres. Development work for Cherry Hinton High St. complete with officer costs to be recharged, Arbury Ct. and Mitcham's Corner under development. |
| PR037a - 37050 | Local Centres Improvement Programme - Cherry Hinton High Street | G Richardson | 0 | 15 | 7 | (8) | 8 | 0 | Main element of works commenced May 2016 following consultation in 2015 |
| PR040a - 38295 | Big Draw event 2015, Chesterton (public art grant) (S106) | A Wilson | 0 | 1 | 0 | (1) | 1 | 0 | Project completed. Final accounts to be settled and remaining S106 spending to be drawn down. |

City Centre & Public Places Portfolio / Community Services Scrutiny Committee

Capital Budget 2015/16 - Outturn

| Capital Ref | Description | Lead Officer | Original Budget 2015/16 | Final Budget 2015/16 | Outturn | Variance - Outturn compared to Final Budget | Rephase Spend | Over / (Under) Spend | Variance Explanation / Comments |
|-------------------------|---|--------------|-------------------------|----------------------|------------|---|---------------|----------------------|---|
| PR040b - 38296 | Rock Road library community garden (public art grant) (S106) | A Wilson | 0 | 7 | 0 | (6) | 7 | 1 | Project completed. |
| PR040c - 38297 | Creating my Cambridge: clicking to connectivity (public art grant) | A Wilson | 0 | 15 | 0 | (15) | 15 | 0 | Project completed. Final accounts to be settled and remaining S106 spending to be drawn down. |
| PR040d - 38298 | Twilight at the Museums 2016: animated light projection (public art grant) (S106) | A Wilson | 0 | 14 | 0 | (14) | 14 | 0 | Public art event delivered. Final stage digital resource to be completed in summer 2016 (as planned). Final accounts to be settled and residual S106 spending to be drawn down. |
| PR040e - 38299 | Cambridge Sculpture Trails leaflet (public art grant) (S106) | A Wilson | 0 | 3 | 0 | (3) | 3 | 0 | Project completed. Final accounts to be settled and remaining S106 spending to be drawn down. |
| PR040f - 38317 | Public art grant - Syd Barrett (S106) | S Tovell | 0 | 10 | 8 | (2) | 2 | 0 | Project on-going and first instalment of grant has been paid - completion expected in 2016/17 (as planned). |
| PR040g - 38322 | Public art grant - Chesterton mural (S106) | S Tovell | 0 | 3 | 2 | (1) | 1 | 0 | Project on-going and first instalment of grant has been paid - completion expected in 2016/17 (as planned). |
| PR040h - 38323 | Public art grant - Growing spaces in King's Hedges (S106) | S Tovell | 0 | 2 | 2 | (1) | 0 | (1) | Project on-going and first instalment of grant has been paid - completion expected in 2016/17 (as planned). |
| PR040i - 38324 | Public art grant - History Trails (S106) | S Tovell | 0 | 20 | 15 | (5) | 5 | 0 | Project on-going and first instalment of grant has been paid - completion expected in 2016/17 (as planned). |
| PR040j - 38325 | Public art grant - Sounds of Steam (S106) | S Tovell | 0 | 15 | 10 | (5) | 5 | 0 | Project on-going and first instalment of grant has been paid - completion expected in 2016/17 (as planned). |
| PR040k - 38326 | Public art grant - Mitcham's models at Christmas (S106) | S Tovell | 0 | 6 | 5 | (1) | 1 | 0 | Project completed. Final accounts to be settled and residual S106 spending to be drawn down. |
| PR040l - 38327 | Public art grant - Newnham Croft stained glass window (S106) | S Tovell | 0 | 12 | 10 | (2) | 5 | 3 | Project on-going and first instalment of grant has been paid - completion expected in 2016/17 (as planned). |
| PR040m - 38328 | Public art grant - public art at North Cambridge Academy (S106) | S Tovell | 0 | 15 | 10 | (5) | 5 | 0 | Project on-going and first instalment of grant has been paid - completion expected in 2016/17 (as planned). |
| PR040n - 38329 | Public art grant - public art at Humberstone Road (S106) | S Tovell | 0 | 2 | 2 | (1) | 0 | (1) | Project on-going and first instalment of grant has been paid - completion expected in 2016/17 (as planned). |
| PR040o - 38330 | Public art grant - 'The place where we stand' (S106) | S Tovell | 0 | 15 | 12 | (3) | 3 | 0 | Project on-going and first instalment of grant has been paid - completion expected in 2016/17 (as planned). |
| PR040p - 38331 | Public art grant - Life in Trumpington (S106) | S Tovell | 0 | 8 | 7 | (1) | 1 | 1 | Project on-going and first instalment of grant has been paid - completion expected in 2016/17 (as planned). |
| PR042A - 38336 | Improved access to Hobson's Folly (S106) | S Tovell | 0 | 0 | 6 | 6 | (6) | (0) | Awaiting Cambridge Past Present & Future input |
| Total Programmes | | | 417 | 1,417 | 547 | (870) | 859 | (11) | |
| SC410 - 38118 | Mill Road Cemetery | A Wilson | 0 | 21 | 11 | (10) | 10 | (0) | Project delayed by various dependencies. Now largely resolved, with funding commitment anticipated Spring 2016. |
| SC469 - 38131 | Vie Public Open Space (S106) | A Wilson | 0 | 32 | 25 | (7) | 7 | 0 | Project completed. Residual spending to be drawn down. |

City Centre & Public Places Portfolio / Community Services Scrutiny Committee

Capital Budget 2015/16 - Outturn

| Capital Ref | Description | Lead Officer | Original Budget 2015/16 | Final Budget 2015/16 | Outturn | Variance - Outturn compared to Final Budget | Rephase Spend | Over / (Under) Spend | Variance Explanation / Comments |
|--|---|--------------|-------------------------|----------------------|------------|---|---------------|----------------------|--|
| SC492 - 38153 | Jesus Green Play Area (S106) | A Wilson | 0 | 2 | 12 | 10 | 0 | 10 | Fencing follow-up project completed, after completion of main play area improvements in 2013.. |
| SC540 - 39152 | Electronic Market Management Software | D Ritchie | 0 | 4 | 0 | (4) | 2 | (2) | Improvements/modifications made to market management software that should have been part of the initial procurement in order that system worked as intended. Work ordered in March 2016 and subsequently invoiced and completed. £1,750 remaining unlikely to be required. |
| SC544 - 38175 | Coleridge Recreation Ground Improvements (S106) | A Wilson | 0 | 70 | 88 | 18 | 0 | 18 | Main project completed. Remaining landscaping improvements (seasonal) due to completed in autumn. |
| SC548 - 38179 | Southern Connections Public Art Commission (S106) | A Wilson | 18 | 25 | 22 | (3) | 3 | (0) | Long term project delayed due to land transfers, staffing changes and absence. Support for community engagement now in place with next planting phase anticipated Autumn 2016. |
| SC600 - 38287 | Far East Prisoners of War Commemorative Plaque | A Wilson | 15 | 15 | 4 | (11) | 0 | (11) | Project complete |
| Total Projects | | | 33 | 169 | 161 | (8) | 22 | 14 | |
| - | - | - | 0 | 0 | 0 | 0 | 0 | 0 | - |
| Total Provisions | | | 0 | 0 | 0 | 0 | 0 | 0 | |
| Total for City Centre & Public Places Portfolio | | | 450 | 1,586 | 708 | (878) | 881 | 3 | |

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)