



To Executive Councillor for Environmental Services & City Centre
Report by Chief Executive, Strategic Directors and Head of Finance
Relevant Scrutiny Committee Environment 27 June 2017

2016/17 Revenue and Capital Outturn, Carry Forwards and Significant Variances – Environmental Services & City Centre Portfolio

Key Decision

1. Executive summary

1.1 This report presents, for the Environmental Services & City Centre Portfolio :

- a) A summary of actual income and expenditure compared to the final budget for 2016/17 (outturn position)
- b) Revenue and capital budget variances with explanations
- c) Specific requests to carry forward funding available from budget underspends into 2017/18.

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 3 July 2017, approves the following:

- a) Carry forward requests of £394k capital resources from 2016/17 to 2017/18 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**.

2015/16 £'000	Environmental Services & City Centre Portfolio Revenue Summary	2016/17 £'000	% Final Budget
7,823	Original Budget	4,249	97.9
96	Adjustment – Prior Year Carry Forwards	0	-
(7)	Adjustment – Service Restructure Costs	(20)	(0.4)
0	Adjustment – Earmarked Reserves	0	-
5	Adjustment – Capital Charges	110	2.5
45	Adjustment – Central & Support reallocations	0	-
0	Other Adjustments	0	-
7,962	Final Budget	4,339	100.0
7,728	Outturn	4,511	103.9
(234)	(Under) / Overspend for the year	172	3.9
0	Carry Forward Requests	0	0
(234)	Resulting Variance	172	3.9

- 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 2016/17. The original revenue budget for 2016/17 was approved by the Executive Councillor for Environmental Services & City Centre (formerly Environment & Waste) on 12 January 2016.
- 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 Environmental Services & City Centre Portfolio is given in the table below. **Appendix D** shows the outturn position by scheme and programme with explanations of variances.

2015/16 £'000	Environmental Services & City Centre Portfolio Capital Summary	2016/17 £'000	% Final Budget
1,566	Final Budget	1,140	100.0
1,186	Outturn	739	64.8
(380)	Variation - (Under)/Overspend for the year	(401)	(35.2)
418	Rephasing Requests	394	34.6
38	Variance	(7)	(1.8)

4. Implications

- 4.1 The net variance from the final budget (see above), would result in an increased use of General Fund reserves of £172k.
- 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 2016/17
- Directors' Variance Explanations – March 2017
- Capital Monitoring Reports – March 2017
- Budgetary Control Reports to 31 March 2017

6. Inspection of papers

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

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Environmental Services & City Centre Portfolio / Environment Scrutiny Committee

Revenue Budget 2016/17 - Outturn

Service Grouping	Original Budget £	Final Budget £	Outturn £	Variation Increase / (Decrease) £	Forward Requests - see Appendix £	Net Variance £
Environment - Environmental Health						
Control of Disease	119,750	126,010	99,114	(26,896)	0	(26,896)
Out of Hours	151,920	145,660	143,030	(2,630)	0	(2,630)
Scientific Team	421,050	421,050	417,984	(3,066)	0	(3,066)
Food and Occupational Safety	478,890	453,560	462,711	9,151	0	9,151
Enforcement	203,500	203,500	177,030	(26,470)	0	(26,470)
Residential Statutory Notice	73,150	73,150	69,707	(3,443)	0	(3,443)
Food & Occupation - Income Generation	(8,840)	0	0	0	0	0
Enforcement - Income Generation	(8,240)	0	0	0	0	0
Cambridge University Funded EHO post	0	0	8,764	8,764	0	8,764
	1,431,180	1,422,930	1,378,340	(44,590)	0	(44,590)
Environment - Licensing						
Liquor Licensing	(1,870)	(1,870)	(27,268)	(25,398)	0	(25,398)
Gambling Act	0	0	0	0	0	0
Miscellaneous Licensing	0	0	0	0	0	0
Private Hire Vehicles	0	0	0	0	0	0
Taxis	0	0	0	0	0	0
	(1,870)	(1,870)	(27,268)	(25,398)	0	(25,398)
Environment - Streets and Open Spaces						
Control of Dogs	91,110	81,110	82,652	1,542	0	1,542
	91,110	81,110	82,652	1,542	0	1,542
Environment - Waste & Recycling						
Trade Refuse	(515,180)	0	0	0	0	0
Trade Waste Bulky Collections	15,330	0	0	0	0	0
Waste Collection	2,678,410	2,723,610	3,004,557	280,947	0	280,947
Commercial Waste	0	(445,250)	(465,124)	(19,874)	0	(19,874)
Waste Policy	218,110	241,450	123,276	(118,174)	0	(118,174)
	2,396,670	2,519,810	2,662,709	142,899	0	142,899
Environment - Garage and Fleet Services						
Fleet Direct	0	0	0	0	0	0
Garage External Work	(73,980)	(63,400)	115,364	178,764	0	178,764
	(73,980)	(63,400)	115,364	178,764	0	178,764
Environment - Service & Dept Management						
Environmental Health Operational Support	430,450	401,580	370,268	(31,312)	0	(31,312)
	430,450	401,580	370,268	(31,312)	0	(31,312)
Environment - Tourism and City Centre Management						
Tourism	320,170	245,610	222,397	(23,213)	0	(23,213)
Package Tour Scheme	70,830	70,830	72,120	1,290	0	1,290
Mill Road Partnership		29,240	31,123	1,883	0	1,883
Chesteron Coordinator		45,320	40,664	(4,656)	0	(4,656)
Markets	(415,930)	(412,070)	(437,219)	(25,149)	0	(25,149)
	(24,930)	(21,070)	(70,915)	(49,845)	0	(49,845)
Total Net Budget	4,248,630	4,339,090	4,511,150	172,060	0	172,060

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

and are detailed and approved:

- 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

- 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 Medium-Term Financial Strategy, MTFS)
- via technical adjustments/virements throughout the year

Environmental Services & City Centre Portfolio / Environment Scrutiny Committee

Revenue Budget 2016/17 - Major Variances
from Final Revenue Budgets

Cost Centre	Reason for Variance	Amount £	Contact
	Environment - Environmental Health		
Control of Disease	Variance due to staffing shortages with a Pest Control Officer post vacant for 6 months. Post now recruited to.	(26,896)	Karen O'Connor
Enforcement	Variance due to staffing shortages and combining manager posts.	(26,470)	Karen O'Connor
	Environment - Licensing		
Liquor Licensing	Variance due to staff changes and shortages and combining manager posts.	(25,398)	Karen O'Connor
	Environment - Waste and Recycling		
Waste Collection	The waste collection and policy cost centres have a total £163k overspend for the year. This equates to 6.4% of the budget for those two cost centres. The overspend is due to the delay in implementing the second phase of the shared waste service restructure. Implementation costs of this restructure amounting to £76k are included in the overspend and it was expected that these costs would be recovered through savings achieved by the round routing and additional staff restructure. The costs and allocations of the 2016-17 figures are to be reviewed and if any adjustment is necessary then this will be adjusted in the 2017-18 accounts.	280,947	Suzanne Hemingway
Waste Policy	See Waste Policy above	(118,174)	Suzanne Hemingway
	Environment - Garage and Fleet Services		
Garage External Work	The garage move to Waterbeach planned for April 2016 was delayed until late September 2016. This resulted in a delay in setting up external maintenance contracts and resulted in an underachievement of income of £175k for external work.	178,764	David Cox
	Environment - Service and Departmental Management		
Environmental Health Operational Support	Due to increase in income from Training courses delivered by Environmental Health	(31,312)	Yvonne O'Donnell
	Environment - Tourism and City Centre Management		
Tourism	Budget for rent income was incorrect for 2016-17	(23,213)	Joel Carre
Markets	Reduced estate maintenance and waste collection costs, together with increased income from the new market toll pricing structure (brought in after the budget was set)	(25,149)	Dan Ritchie
Other		(11,039)	-
Total		172,060	

Environmental Services & City Centre Portfolio / Environment Scrutiny Committee

Revenue Budget 2016/17 - Carry Forward Requests

Request to Carry Forward Budgets from 2016/17 into 2017/18

Item	Reason for Carry Forward Request	Amount £	Contact
	No carry forwards are requested for this portfolio		
	Total Carry Forward Requests for Environmental Services & City Centre Portfolio / Environment Scrutiny Committee		

Capital Ref	Description	Lead Officer	Original Budget 2016/17 £000	Final Budget 2016/17 £000	Outturn £000	Variance - Outturn compared to Final Budget £000	Rephase Spend £000	Over / (Under) Spend £000	Variance Explanation / Comments
SC540	Electronic Market Management Software	Dan Ritchie	2	2	2	0	0	0	Project complete
SC588	NW Cambridge Development Underground Collection Vehicle	Jane Hunt	265	265	265	0	0	0	The vehicle is undergoing testing at the moment in order that collections can commence in June 2017
SC607	Fleet Maintenance & Management Service at Waterbeach	David Cox	91	91	91	0	0	0	Project Complete
SC609	Electric Pest Control Van	Y O'Donnell	22	22	15	(7)	0	(7)	Project complete
SC636	Management of Waste Compound - Vehicle	Don Blair	165	165	0	(165)	165	0	Project delayed due to H&S and re-location
Total Projects			545	545	373	(172)	165	(7)	
PR017	Vehicle Replacement Programme	David Cox	349	349	239	(110)	110	0	Manufacturer delays resulting in vehicle deliveries in 2017-18
PR028	Litter Bin Replacement Programme	Anthony French	91	91	91	0	0	0	Project Complete - No further spend
PR035	Waste & Recycling Bins - New Developments (S106)	Jane Hunt	155	155	36	(119)	119	0	The provision of bins is at a lower level than that which was previously predicted based on the phasing of the new developments of housing
Total Programmes			595	595	366	(229)	229	0	
								0	

Environmental Services & City Centre Portfolio / Environment Scrutiny Committee

Capital Budget 2016/17 - Outturn

Capital Ref	Description	Lead Officer	Original Budget 2016/17 £000	Final Budget 2016/17 £000	Outturn £000	Variance - Outturn compared to Final Budget £000	Rephase Spend £000	Over / (Under) Spend £000	Variance Explanation / Comments
Total for Environmental and Waste Services Portfolio			750	1,140	739	(401)	394	(7)	

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 Medium-Term Financial Strategy, MTFS)
- in the January committee cycle (as part of the Budget-Setting Report, BSR)